

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

May 5, 2014  
7:00 p.m.

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

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

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of April 21, Special City Council Minutes of April 21, Rice Memorial Hospital Board Minutes of April 16, Planning Commission Minutes of April 23, Willmar Municipal Utilities Minutes of April 28, Application for Exempt Permit for Pheasants Forever Kandiyohi County #2 - KEC, Application for Exempt Permit for Pheasant Forever Kandiyohi County #2 - Best Western Plus & Conference Center, Accounts Payable Report through May 1, Kandiyohi Area Transit Operations Board Minutes of March 4, Police Commission Minutes of April 11, CER Joint Powers Board Minutes of April 25, and Building Inspection Report for April, 2014. Council Member DeBlieck seconded the motion. Council Member Anderson opened discussion on the Planning Commission minutes and the proposed Conditional Use Permit for Life Right Outreach Transitional Housing at the former Infinia site. Planning and Development Director Peterson explained the project and the highlights of the hearing held by the Planning Commission. The motion carried with Council Member Ahmann abstaining.

At 7:05 p.m. Mayor Yanish opened the hearing for the Geographic Amendment to Municipal Development District No. VI. Planning and Development Director Peterson explained the process of amending District VI which was created in 1989 to facilitate economic development projects in southwest Willmar. The project proposed for Jennie-O Turkey Store in 2014 includes land outside the original district, thereby requiring the legal description be amended. There being no one present to speak for or against the amendment, Mayor Yanish closed the hearing at 7:07 p.m.

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

**RESOLUTION NO. 1**

**AMENDING MUNICIPAL DEVELOPMENT DISTRICT NO. VI**

WHEREAS, The City of Willmar in October of 1989 designated Municipal Development District No. VI to provide impetus for redevelopment and to increase the tax base; and

WHEREAS, Municipal Development District No. VI was legally described as: The NW ¼ of Section 21, T119, R35 except the West 208 feet of the North 208 feet thereof, and except that part of the Westerly 1281 feet of the NW ¼ lying South of the Northerly Burlington Northern Railroad right-of-way; and

WHEREAS, a development program has been formulated which states the objectives of the District and addresses activities expected within the District; and

WHEREAS, it is necessary to amend the geographic bounding of the District to facilitate the creation of a tax increment financing district.

NOW THEREFORE BE IT RESOLVED, that the legal description for Municipal Development District No VI be amended to include Outlot B and Lot 1, Block 5, Willmar Industrial Park Third Addition.

Dated this 5th day of May, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

At 7:08 p.m. Mayor Yanish opened the hearing for the Tax Increment Financing for Jennie-O Turkey Store Project. Planning and Development Director Peterson presented the Tax Increment Financing Plan prepared by staff and reviewed by legal counsel. The duration is eight years, with the developer being responsible for all up-front costs on a pay-as-you-go basis. The current taxes in the amount of \$144,756, payable in 2014, will continue to be paid to all taxing jurisdictions. Staff recommended the Council adopt a resolution approving the Tax Increment Financing Plan. There being no one present to speak for or against the TIF Plan, Mayor Yanish closed the hearing at 7:10 p.m.

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

RESOLUTION NO. 2

APPROVING THE TAX INCREMENT PLAN AND THE USE OF  
TAX INCREMENT FINANCING

WHEREAS, the City Council of the City of Willmar (hereinafter the Municipality) pursuant to Minnesota Statutes, Chapter 472A (now Chapter 469), on October 4, 1989 adopted a Development Program for Municipal Development District Number VI, encompassing the area which is more particularly described on Addendum A attached hereto and made a part hereof (which area is hereinafter called the Development District), and

WHEREAS, said Municipal Development District Number VI was amended by resolution of the City Council on May 5, 2014, and

WHEREAS, it is desirable and in the public interest that the Municipality undertake and carry out a tax increment financing plan for an economic development district pursuant to Minnesota Statutes, Sections 469.174-179, encompassing the area which is more particularly described on Addendum A attachment hereto and made a part hereof (which area is herein called Tax Increment District No. 2, Economic Development District, or District), and

WHEREAS, the City Council has reviewed the plan for Tax Increment District No. 2 of the Development District, dated April 2014 (herein called the Plan, and attached hereto as Addendum B), and which sets forth a tax increment financing plan for the Economic Development District, and

WHEREAS, the Plan sets forth the Municipality's estimate of the fiscal and economic impacts of the tax increment financing on the tax capacities of all taxing jurisdictions in which the Economic Development District is located, and the Municipality's estimate of the fiscal and economic implications of the District, and

WHEREAS, the Board of Commissioners of Kandiyohi County, Minnesota has been notified on the

public hearing for the review of the Plan, and

WHEREAS, the School Board of Independent School District No. 347 has been notified of the public hearing for the review of the Plan, and

WHEREAS, the City Council has received and considered the comments of the Board of Commissioners of Kandiyohi County, and the School Board of the Willmar School District, relative to the contents of the Plan, and

WHEREAS, the City Council on May 5, 2014, after having published a notice of public hearing in the official newspaper of the Municipality, conducted a public hearing on the Plan and received public comments on the same.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, that the City Council makes the following:

**FINDINGS**

1. That Tax Increment District No 2 is an Economic Development District because it will result in increased employment and enhancement of the tax base of the Municipality.
2. That increased employment and enhancement of the tax base are in the public interest of the Municipality and the expenditures of Tax Increment District No. 2 are for a public purpose.
3. That the proposed development, in the opinion of the Municipality, would not be expected to occur solely through private investment within the reasonably foreseeable future and therefore the use of tax increment financing is deemed necessary.
4. That the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the district permitted by the plan.
5. That the tax increment financing plan will afford maximum opportunity, consistent with the sound needs of the Municipality as a whole, for the development of the District by private enterprise.
6. That it is hereby found and determined that the tax increment financing plan conforms to the general plan for the development of the Municipality as a whole.
7. That no more than 15 percent of the buildings and facilities currently existing and to be constructed within Tax Increment District No. 2 are or will be used for a purpose other than manufacturing, processing, warehousing, storage and distribution or uses ancillary and/or necessary thereto.
8. That the reasons and supporting facts for findings as set forth in the plan are by this reference confirmed and adopted.
9. That no persons or businesses will be displaced or relocated as a result of the approval of, and execution of, the tax increment financing plan set forth in the Plan.

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

1. The Tax Increment Financing Plan for Tax Increment District No. 2 of Municipal Development District No. VI attached hereto as Addendum B is hereby approved, contingent on the City Council's final approval of a Development and Business Subsidy Agreement(s) as required and/or authorized by Minnesota Statutes, Section 116J.994, subdivision 3 and Minnesota Statutes, Sections 469.174 through 469.1794.
2. The City Clerk is hereby directed to file a copy of this resolution and a copy of the Plan with the Development of Employment and Economic Development, the Office of the State Auditor, and the Department of Revenue.
3. The City Clerk is hereby authorized and directed to request the Auditor of Kandiyohi County to certify the original tax capacity of the District established by this resolution.

4. The Municipality hereby states its intention to use all of the captured tax capacity for purposes of tax increment financing as per the conditions set forth in the Plan.

Dated this 5th day of May, 2014.

/s/ Frank Yanish

MAYOR

/s/ Kevin Halliday

Attest: CITY CLERK

At 7:18 p.m. Mayor Yanish opened the hearing for discussion of the City's 2012 Small Cities Development Program. Housing and Redevelopment Director Jill Bengtson presented the update on the program. In 2012 the Minnesota Department of Employment Economic Development awarded the Small Cities Development Program Funding from HUD to the Cities of Willmar and Raymond in the amount of, \$1,076,162 to start a residential and commercial rehab program in the two communities. The breakdown of activity by funding is \$480,000 for 32 homes, \$196,350 for 17 renter-occupied rehabs and \$267,800 for 8 commercial businesses in downtown Willmar. Guidelines for homeowners were detailed and it was noted blockbusting is illegal. There being no one present to speak for or against the program, Mayor Yanish closed the hearing at 7:25 p.m. No Council action was required.

Mayor Yanish acknowledged one request to speak in the Open Forum. Dana Hedberg, 1312 - 19<sup>th</sup> Avenue SE, came before the Council to request information on the planning for 19<sup>th</sup> Avenue South. Public Works Director Sean Christensen explained that at this point the development is conceptual only. Duinick Inc. has brought in proposed preliminary plans that indicate 19<sup>th</sup> Avenue could be extended out to Lakeland Drive paralleling with the 71 Bypass and 24<sup>th</sup> Avenue SE could be extended to Lakeland Drive.

Police Chief Dave Wyffels introduced Tom Kummrow, who is the Enforcement Liason for the Minnesota Public Safety Office of Traffic Safety and works directly with the Toward Zero Death (TZD) program. In February, 2014 the Council approved accepting a LIDAR unit by resolution. Mr. Kummrow was in attendance to present the Willmar Police Department with the LIDAR Unit used to assist with speed enforcement. He touched on high visibility enforcement, informing drivers of the potential tickets for speeding, distracted driving, seat belt usage and impaired driving. He commended the local police department on their enforcement and being selected to receive the unit. LIDAR stands for Light Detection and Ranging, also considered a laser. It has the ability to focus on the speed of one particular vehicle.

Chief Wyffels formally accepted the unit on behalf of the Police Department. Council Member Anderson moved to accept the equipment from the State of Minnesota and have it placed in the Police Department inventory with Council Member Christianson seconding the motion, which carried.

The Labor Relations Committee Report for April 23, 2014 was presented to the Mayor and Council by Council Member Ahmann. There were three items for consideration.

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

Item No. 2      Council Member Anderson made a motion, seconded by Council Member Christianson, to go into closed session pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies with Rice Hospital. The meeting was closed at 4:12 p.m.

The meeting was reopened at 5:00 p.m. on a motion by Council Member Anderson, seconded by Council Member Dokken.

Item No. 3      At this point in the meeting, Finance Director Steve Okins, Planning and Development Director Bruce Peterson, City Clerk Kevin Halliday, Wastewater Treatment Superintendent Colleen Thompson, Recreation Supervisor Leanne Freeman, City Assessor Pat Erickson and Administrative

Assistant to the Police Chief Sue Edwards joined the meeting and presented a Step 3 grievance.

Mr. Okins and Mr. Peterson addressed the committee on behalf of the grievants, communicating the basis for the Department Head, First Line Supervisors and Confidential Employees' grievances.

Mr. Madden addressed the committee on behalf of the City Administrator and communicated the City Administrator's position with respect to these grievances.

Following discussion and questions, the Chairman thanked the employees for their professionalism and courtesy in presenting and stated that the Committee would review the matter. This was received for information only.

Item No. 4 Council Member Anderson made a motion, seconded by Council Member Christianson to go into closed session pursuant to Minn. Stat. §13D.05 to discuss pending litigation. The meeting was closed at 6:19 p.m.

The meeting was reopened at 7:10 p.m. on a motion by Council Member Anderson, seconded by Council Member Dokken.

Council Member Christianson asked about the evaluation process for the City Administrator. Ms. Stevens stated she had sent information to Council Member Ahmann and was waiting to meet with him to finalize the process. This was received for information only.

The Labor Relations Committee Report for April 23, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Dokken, and carried.

The Finance Committee Report for April 28, 2014 was presented to the Mayor and Council by Council Member Anderson. There were seven items for consideration.

Item No. 1 Gary Gilman expressed his support for the proposed improvements to the Auditorium, stating it is one of Willmar's greatest assets. He also raised concerns about security issues, negligence and why these improvements weren't done years ago.

Donovan Kuehl expressed his support for making improvements particularly to the gun range in the Auditorium.

Christine Weitzel also stated the Auditorium is an asset to the community and as a community building it needs to be reopened.

Item No. 2 Staff explained that at the last City Council meeting, the Master Plan for the City Auditorium Improvements was reviewed. At that time, Council approved implementation of Steps 1 and 2 and referred Step 3 to the Finance Committee to discuss bid alternatives and potential funding sources. It was noted that \$250,000 has previously been designated in the Capital Improvements Program for indoor gun range improvements. An additional \$340,000 will be needed to complete Steps 1 through 3. City Clerk Halliday presented the following options to the Committee: 1) use \$250,000 from the \$1,000,000 self-insurance deductible reserve; 2) seek general obligation bonding; 3) use prior-year capital appropriations that are no longer needed; 4) eliminate other 2014 Capital Improvement Program (CIP) projects; 5) determine if departmental expenditures may be less than anticipated; 6) determine if additional revenue may be received over amount budgeted; 7) designate the audited prior year surplus; and 8) temporary funding from the Public Improvement Revolving Fund to be replenished through the budgeting process. Council Member Fagerlie asked about using Local Option Sales Tax Funds for this project. It was noted that the LOST program was closed so Council could legally authorize uses other than what voters and the legislature approved.

After considerable discussion, it was the consensus of the Committee to direct staff to determine funds available from the Self-Insurance Deductible Reserve, the Public Improvements Revolving Fund and from CIP projects that could be eliminated from the 2014 schedule. Staff was also directed to encourage Engan and Associates to apply for long-term and short-term funding options for the auditorium improvements. This was for information only.

Item No. 3 Staff explained that the MnDOT Office of Transit has issued a directive that County and City transit service agencies are expected to combine programs in an effort to provide the most cost beneficial delivery of services. The Kandiyohi Area Transit Joint Powers Board and the Renville County Board of Commissioners have given preliminary approval to combine agencies. Staff and elected officials from both agencies have been meeting to draft new joint powers agreements, by-laws, and governing policies. The timeline for this new agency is set for an operational start of January 1, 2015. Most agreements, by-laws, and operational policies should be finalized by the August, 2014, submission deadlines for the 2015 grant funding applications. This new transit service will be called Kandiyohi Renville Transit and will combine assets, bus titles for insurance purposes, and cash reserves. Existing employees will be hired by the new agency with the KAT Transit Director taking the lead role and the Renville County Transit Director being the assistant director. Attrition will be the only planned reduction in staff – if any. The estimated cost sharing arrangement will be one-third each for the City of Willmar, Kandiyohi County, and Renville County. Members of the new Kandiyohi Renville Transit Board will include two Kandiyohi County Commissioners, two Willmar City Council Members, two Renville County Commissioners, and two elected officials from remaining local units of government. The proposed Joint Powers Agreement, which has been presented to the County Attorneys, the Willmar City Attorney, and the KAT Attorney for their review, will need to be ratified by both County Boards and the Willmar City Council.

The Committee was recommending the Council approve the concept of the proposed new Transit Joint Powers Board structure and agreement. Council Member Anderson moved to approve the recommendation with Council Member Fagerlie seconding the motion, which carried.

Chair Denis Anderson left the Finance Committee meeting at 5:43 p.m. with Vice-Chair Johnson assuming Chair duties.

Item No. 4 The Committee received the following reports: First Quarter Rice Trust Activity, First Quarter Investment Activity, March 31, 2014, Investment Listing, First Quarter Interest/Dividends by Institution, Ten-Year Historical Interest/Dividends by Quarter, and Ten-Year Historical Investment Balances by Quarter. This matter was taken for information only.

Item No. 5 Staff reported that the Finance Committee meeting scheduled for May 12, 2014, will include a financial status report from Rice Memorial Hospital representatives and discussion of the 2014B Street Improvement Financing.

Council Member DeBlicek sought clarification in the Finance Committee Minutes in relation to the \$250,000 designated in the CIP for Auditorium/Indoor Gun Range Improvements. Reference was made to the December 2, 2013 motion in the Council minutes. Council Member Christianson referenced the CIP reports stated the Gun Range only. It was the consensus of the members of the Council that the funding sources will be all inclusive and that the projects are tied together. Staff was directed to refer to the December 2, 2013 City Council minutes and/or video recording to clarify how it was phrased.

Item No. 6 There was no old business for the Committee to discuss.

Item No. 7 There was no new business for the Committee to discuss.

The Finance Committee Report for April 28, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report for April 29, 2014 was presented to the Mayor and Council by Council Member Christianson. There were seven items for consideration.

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

Item No. 2 Jason VerSteege of Duinick, Inc. presented the proposed Waterview Business Park Phase 2 to the Committee. The project would consist of extending 24<sup>th</sup> Avenue to connect with Lakeland Drive SE and relocating a portion of 19<sup>th</sup> Avenue. Possible benefits of the project were discussed with the committee. Project funding is yet to be determined.

Questions were raised from the Committee regarding storm water issues. Duinick, Inc. will work with the Army Corps of Engineers and staff regarding City ordinances and MPCA requirements. This was received for information only.

Item No. 3 Staff presented a recommendation to award the contract to Duinick Inc. in the amount of \$2,421,172.50 for the MinnWest Lift Station/Lakeland Drive Sewer Project, with a base bid of \$2,297,278.50 including Alternate A (\$43,342.00) and B (\$80,552.00) which adds 1267 feet of Cured In Place Pipe (CIPP) and five manhole rehabilitations. The award is contingent on MPCA approval, however it was noted the comment period had passed so the approval should be in place shortly.

The Committee was recommending that the contract be awarded for the MinnWest Lift Station/Lakeland Drive Sewer Project to Duinick Inc. in the amount of \$2,421,172.50 contingent upon MPCA approval. Resolution No. 3 was introduced by Council Member Christianson, seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duinick Inc. of Prinsburg, Minnesota for Project No. 1310 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 \$2,421,172.50.

Dated this 5th day of May, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 Staff presented a recommendation to award the contract for the 2014 Crack Sealing, Project No. 1406 to Glieden Enterprises LLC in the amount of \$33,500.00 and authorize the Mayor and City Administrator to execute the agreement on behalf of the City. Committee briefly discussed using any additional monies from the Public Works budget for crack seal repair on additional streets. Staff will be researching possibilities for that option. The remainder of the budget is to be used for seal coat and pavement marking.

It was the recommendation of the Committee that the contract be awarded for the 2014 Crack Sealing, Project No. 1406, to Glieden Enterprises LLC in the amount of \$33,500.00. Resolution No. 4 was

introduced by Council Member Christianson, seconded by Council Member DeBlicek, 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, a Municipal Corporation of the State of Minnesota, that the bid of Glieden Enterprises, LLC of Belgrade, Minnesota for Project No. 1406 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 \$33,500.00.

Dated this 5th day of May, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 5 The Committee reviewed staff's requests for approval of four permit applications allowing construction/use of private archery range designs as illustrated on the applications. The permits were reviewed by Chief Wyffels and approved for Dan O'Meara, located at 1609 College Park Circle; Bruce DeBlicek, located at 820 7<sup>th</sup> Street NW; Gary Gilman, located at 500 34<sup>th</sup> Street NW; and Michael Gardner, located at 1401 16<sup>th</sup> Street SW.

Following discussion of the applications, Council Member Christianson moved to approve the Private Archery Range Permit Requests with Council Member Dokken. The motion carried, with Council Member DeBlicek abstaining.

Item No. 6 Fire Chief Gary Hendrickson noted there have been 90 fire calls for the year so far and highlighted that May 4th through the 10th is Arson Awareness Week. Police Chief Dave Wyffels noted the jail census for April 29, 2014 was 79, and that the calls for service for the previous two weeks totaled 587. These statistics were given for information only.

Item No. 7 Staff presented a recommendation to approve plans and specifications for the 2014 Street Lighting Project No. 1407 along Willmar Avenue SW from County Road 5 to 22<sup>nd</sup> Street SW as presented and authorize signatures and call for advertisement for bids to be opened on June 3<sup>rd</sup>, 2014. The project includes the installation of 13 steel pole breakaway street lights.

The Committee was recommending accepting staff's recommendation for their approval. Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Project No. 1407 for the City of Willmar;

NOW THEREFORE 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 publicly opened and read at 1:00 p.m. on the 3rd day of June, 2014, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 5th day of May, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

The Public Works/Safety Report for April 29, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Fagerlie, and carried.

The Community Development Report for May 1, 2014 was presented to the Mayor and Council by Council Member Fagerlie. There were five items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Staff presented final details about the tax increment financing program for the Jennie-O Turkey Store Expansion Project for the Committee's consideration. This matter is scheduled to go to Council on May 5, 2014 for a public hearing as required by Statute. The hearing process will require two steps. The first step will be to conduct a public hearing to amend the Municipal Development District which is the basis for creating the Tax Increment Financing District. The second action that will need to be taken is to approve the Tax Increment Plan. Both actions will require resolutions. Staff reviewed the Tax Increment Financing Plan for the project (see attachment). The financial implications were noted, as were the statutorily required findings for the creation of the Tax Increment Financing District. The matter was received for information.

Item No. 3 Steve Renquist, Director of the City of Willmar/Kandiyohi County Economic Development Commission, presented information to the Committee regarding Economic Development Commission activities. The documents presented to the Committee consisted of the following:

- A. Goals and strategies related to economic development activities
- B. Current projects
- C. Estimate of return on investment for EDC budget expenditures
- D. Recommendations for EDC priorities

Mr. Renquist concluded his presentation by offering some development statistics related to EDC programs. Council Member Fagerlie then offered the opportunity to Mr. Renquist to address the Council and respond to questions. This was received for information only.

Item No. 4 Council Member Johnson expressed concern about the new solid waste ordinance; specifically, that there was inadequate enforcement. Staff reminded the Committee that the ordinance was to be a complaint-driven process and that there had been very few complaints received lately. Staff is still adjusting to the new ordinance and working with the Police Department who is preparing the forms for the administrative citations. One suggestion from staff was that there be an "enforcement beat" that a staff person could walk weekly in the Central Business District to take a more proactive approach. The Committee discussed the Task Force process and ordinance, but was not in agreement on the issue of enforcement methodologies.

The Committee was directing the City Administrator to draft a policy for aggressive enforcement of the new Solid Waste Ordinance. Council Member Fagerlie moved to approve the recommendation of the Community Development Committee with Council Member Johnson seconding the motion. Discussion was held pertaining to having the Community Service Officers issue citations in the Central Business District and other means of enforcement. The motion to draft the policy carried.

Staff provided status reports on the Rule Tire building, Erickson building, and Habitat for Humanity House on 7<sup>th</sup> Street Northwest. The question was raised as to the demolition progress on the Erickson building. Planning and Development Director Bruce Peterson explained that the permit requirement for the Erickson building states the contractor has six months to demonstrate progress or they will be taken to court. There appears to be some inside demolition taking place along with electrical work.

Item No. 5 Staff informed the Committee that the City had recently been informed that an error had been made in the preparation of the Willmar Industrial Park Third Addition plat. One lot dimension was shown incorrectly on the plat, but that error has since been corrected. It is necessary to file a Surveyor's Certificate of Plat Correction, and this document has been drafted by Bonnema Surveys who prepared the original plat.

The Committee recommended to the Council that the Surveyor's Certificate of Plat Correction be approved and that the Mayor and City Clerk be authorized to execute the certificate. Council Member Fagerlie moved to approve the recommendation of the Community Development Committee with Council Member Anderson seconding the motion, which carried.

The Community Development Report for May 1, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Fagerlie, seconded by Council Member Dokken, and carried.

City Clerk Kevin Halliday presented a list of polling locations for consideration for the 2014 Elections. The City is required by law to publish/post the polling locations for the Primary Election, scheduled for August 12 and the General Election, scheduled for November 4, 2014. As per Minnesota Statute it is necessary to pass a resolution designating the polling locations giving notice to voters. Ward 1, Precinct 3, which was held at the Ridgewater College and can no longer be due to current year construction and future space limitations, will be held at the Word of Faith Family Church. Registers voters in the ward will be notified by mail. Resolution No. 6 was introduced by Council Member Anderson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the following buildings be designated as the official voting locations for the 2014 Primary and General Elections:

FIRST WARD:	1 <sup>st</sup> Precinct	Willmar Community Center 624 North Highway 71
	2 <sup>nd</sup> Precinct	Lakeview Apartment Building 300 North 7th Street
	3 <sup>rd</sup> Precinct	Word of Faith Family Church 3010 7 <sup>th</sup> Avenue Northwest
SECOND WARD:	1 <sup>st</sup> Precinct	St. Mary's Catholic Church 713 Southwest 12th Street
	2 <sup>nd</sup> Precinct	Vinje Lutheran Church 1101 Willmar Avenue Southwest
	3 <sup>rd</sup> Precinct	Christian Reform Church 1708 Southwest 8th Street
THIRD WARD:	1 <sup>st</sup> Precinct	Willmar Conference Center 2100 East Highway 12
	2 <sup>nd</sup> Precinct	Highland Apartments 115 East Becker Avenue
	3 <sup>rd</sup> Precinct	City Auditorium 313 West 6th Street



**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**May 12, 2014**

The Municipal Utilities Commission met in its regular meeting on Monday, May 12, 2014 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Carol Laumer, Dan Holtz, Jeff Nagel, Joe Gimse, and Justin Mattern. Absent was Commissioner Steve Salzer.

Others present at the meeting were: General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Power Supply Broker Chris Carlson, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Information Systems Coordinator Mike Sangren, Administrative Secretary Beth Mattheisen, City Councilman Bruce DeBlicke, City Attorney Robert Scott (via teleconference), Conway, Deuth & Schmiesing (CDS) Accountants Darrin Ogdahl & Wendy Holle, 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 Gimse offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

**RESOLUTION NO. 16**

“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 April 28, 2014 Commission meeting; and,
- ❖ Bills represented by vouchers No. 140774 to No. 140849 inclusive in the amount of \$1,137,946.85 with a MISO credit in the amount of \$3,524.50 and a Westmoreland Resource coal payment in the amount of \$97,883.16.

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

ATTEST:

\_\_\_\_\_  
Secretary

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

Commissioner Schrupp introduced Certified Public Accountant Darrin Ogdahl & Senior Accountant Wendy Holle from the accounting firm of Conway, Deuth & Schmiesing, PLLP. They were in attendance to present the Commission with a report summarizing the 2013 Financial Statements & Accountants' Report for the Willmar Municipal Utilities. Mr. Ogdahl informed the Commission that following a thorough review of the financial statements and reporting records of the Willmar Municipal Utilities, it was determined that the WMU was in compliance with the provisions of laws, regulations, contracts, and grant agreements. The only recommendation presented by CDS in the "Schedule of Findings on Accounting Issues & Internal Controls" was to set a schedule of annual review procedures to address pay increases for non-union members in an effort to avoid retroactive pay and bonuses to meet legal compliance requirements (this does not apply to collective bargaining/negotiating). Following discussion, Commissioner Holtz offered a motion to

accept the 2013 Financial Statements & Accountants' Report as presented. Commissioner Gimse seconded the motion which carried by a vote of six ayes and zero nays.

Commissioner Holtz (Chair) reviewed with the Commission the minutes from the May 5, 2014 WMU Planning Committee meeting. The first item presented for discussion was an update of the computer system upgrade project with NISC. Points of interest discussed included: 1) Software Service Agreement (completed); 2) Purchase Order & Statement of Work (both negotiated & completed); 3) established "go-live" dates; and, 4) resolved additional open issues. Holtz noted that Staff was recommending to proceed with executing both the PO and the SOW.

The second item to be discussed by the Planning Committee was a request to authorize conducting a Cost of Service & Rate Study for both the electric and water divisions of the WMU. The study is designed to identify the cost to serve all rate classifications in an effort to present the most economical and beneficial rate design for future use by WMU and its customers. Commissioner Holtz noted that the last rate study was conducted in 2008. Staff stated that three proposals had been received to conduct the study. Based on experience and cost, Staff was recommending that Dave Berg Consulting be engaged in conducting the Cost of Service & Rate Study for the WMU.

Commissioner Holtz informed the Commission that a number of additional topics had been briefly reviewed. Among the items discussed were: 1) the shortage of coal due to sporadic delivery (railroad) and it's direct effect on the operations of WMU's Power Plant; 2) Wind Turbine #4 (nosecone repair continues); 3) Power Plant Transformer/Overhaul Project; and; 4) Priam Substation Project (effort continues to acquire property for the project).

Following discussion, Commissioner Nagel offered a motion to approve the minutes of the May 5, 2014 WMU Planning Committee Meeting as presented. Commissioner Gimse seconded the motion which carried by a vote of six ayes and zero nays.

Based on the approval of the May 5<sup>th</sup> Planning Committee Meeting minutes, Commissioner Schrupp was requesting resolutions for the action items recommended by the WMU Planning Committee. The first item for consideration was to request authorization to execute both the Purchase Order (PO) and the Statement of Work (SOW) with NISC. The PO is in conjunction with the NISC Software & Service Agreement and describes the software and services that NISC will provide to WMU. The SOW identifies the project scope and management plan including such items as training, data conversion, resource management, communications, etc. Following discussion, Commissioner Holtz offered a resolution to approve both the PO and the SOW with NISC. Commissioner Nagel seconded.

#### RESOLUTION NO. 17

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the authorization to execute both the Purchase Order and the Statement of Work with NISC be approved as presented."

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

ATTEST:

\_\_\_\_\_  
Secretary

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

The second item for consideration was the request to engage Dave Berg Consulting to conduct a Cost of Service & Rate Study for WMU. Commissioner Schrupp informed the Commission that the cost to conduct the study for both the electric and water divisions would be in the amount of \$30,000 (total) with a completion timetable established at 12 weeks following the Notice to Proceed. Following discussion, Commissioner Holtz offered a resolution to approve engaging Dave Berg Consulting to perform the Cost of Service & Rate Study for WMU in the amount of \$30,000. Commissioner Gimse seconded.

**RESOLUTION NO. 18**

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Dave Berg Consulting, LLC of Rosemount, MN, be approved to conduct a Cost of Service & Rate Study of Willmar’s electric and water divisions in the amount of \$30,000 (total) with a completion timetable of twelve weeks.”

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

ATTEST:

\_\_\_\_\_  
Secretary

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

Power Supply Broker Carlson reviewed with the Commission the 2014 February/March 2014 Power Supply Report. This was for information only.

Director of Finance Hunstad reviewed with the Commission the need to determine the amount of liability limits they wish to set regarding the League of Minnesota Liability Insurance renewal. Staff was recommending that the Willmar Municipal Utilities does not waive the limits on municipal tort liability established by Minnesota Statutes 466.04. If WMU does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover in a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. If WMU waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants. Following discussion, Commissioner Laumer offered a resolution to not waive the limits on municipal tort liability established by Minnesota Statutes 466.04. Commission Mattern seconded.

**RESOLUTION NO. 19**

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Willmar Municipal Utilities does not waive the limits on municipal tort liability established by Minnesota Statutes 466.04.”

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

ATTEST:

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Secretary

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

Director of Operations Harren presented the Commission with a brief recap of his recent attendance to the 49<sup>th</sup> Annual Missouri River Energy Services Meeting (MRES) recently held in Sioux Falls, SD. Among the topics discussed were: 1) strategic planning and statistics; 2) an organizational recap (contracts, EPA requirements/regulations, pilot school, etc.); 3) financial portfolio; 4) future solar farms/gardens; 5) rate structures; 6) BNSF rates and delivery challenges; 6) EPA regulations relating to power plants; and 7) distributed generation.

General Manager Hompe reminded the Commission that due to the Memorial Day holiday, the second meeting in May is scheduled to be held on Tuesday, May 27<sup>th</sup>.

General Manager Hompe reminded the Commissioners of upcoming utility-related meetings and events scheduled. Items to note include:

- APPA Utility Governance Webinar Series (5 of 9): *"Overview of Utility Financial Operations for Board & Council Members"*, Tuesday, May 13<sup>th</sup> @ 1:00-2:30 p.m. (WMU Auditorium)
- APPA National Conference - June 13-18 (Denver, CO)

Anyone interested in attending or participating in any of the events is asked to contact Beth Mattheisen (WMU Office) to make the necessary arrangements.

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

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

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Beth Mattheisen  
Administrative Secretary

ATTEST:

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Carol Laumer, Secretary



**WILLMAR MUNICIPAL UTILITIES**  
**WMU PLANNING COMMITTEE MEETING MINUTES**  
**Monday, May 5, 2014 - 11:00 a.m.**  
**WMU Conference Room**

Attendees: Commissioners Dan Holtz (Chair), Justin Mattern & Jeff Nagel, General Manager Wesley Hompe, Director of Finance Tim Hunstad, Information Systems Coordinator Mike Sangren, Director of Operations John Harren, Customer Service Supervisor Stacy Stien, and Power Supply Broker Chris Carlson. Chairman Holtz called the meeting to order at 11:01 a.m.

**AGENDA ITEMS:**

**1. NISC Computer Upgrade Project Discussion:**

Director of Finance Hunstad and ISC Sangren presented the Planning Committee with a status update on the computer system upgrade project with NISC. Points of interest to note included:

- Software Service Agreement (SSA) has been signed & completed.
- Currently negotiating the Purchase Order (PO) and the Statement of Work (SOW). Once completed will address additional details including:
  - Determine team members and training schedule;
  - Revamp Chart of Accounts; and,
  - Retain consistency throughout the WMU system including data conversion.
- Locked in "Go-Live" dates:
  - Financial Information System (FIS): December 2014
  - Customer Information System (CIS): May 2015
- Resolved open issues including:
  - Migrate to NISC for billing/mailing
    - Slightly better economics
    - Smoother transition & tighter integration
  - WMU will put hardware on site
    - Less expensive
    - Better control
    - Disaster recovery plan
- Cost structures/budgets for 2014 & 2015 were reviewed

Staff is recommending executing both the Purchase Order and the Statement of Work. (A conference call is scheduled with NISC to discuss final clarifications.) Following extensive discussion, Commissioner Nagel offered a motion to recommend that Staff proceed with the execution of both the Purchase Order and the Statement of Work with NISC. Commissioner Mattern seconded the motion which carried by a vote of three ayes and zero nays.

**2. Cost-of-Service & Rate Study Discussion:**

Director of Finance Hunstad and General Manager Hompe presented the Planning Committee with a request to authorize conducting a Cost-of-Service & Rate Study for the WMU. The cost associated with conducting this study has been budgeted for 2014. Staff presented the rationale behind their request to conduct the study. The study is designed to identify the cost to serve each class of customer so that future rate design can use this information to fairly set rates. Note: The last rate study was conducted in 2008.

Three bids were solicited to conduct the studies of both the water & electric rate divisions. All three have extensive experience and expertise in the area of cost/rate analysis. Background and experience of the low submitting consultant (Dave Berg Consulting) was reviewed. The timetable established for completion of the study would be 12 weeks following the Notice to Proceed.

Following discussion, Commissioner Nagel offered a motion to direct Staff to proceed with engaging the services of Dave Berg Consulting to perform the Cost-of-Service & Rate Study for both the electric and water divisions at a cost of \$30,000 (total). Commissioner Mattern seconded the motion which carried by a vote of three ayes and zero nays.

**3. Power Plant Operations Plan (related to railroad/coal delivery):**

General Manager Hompe met with Staff members recently to discuss the current status of the coal situation (shortage) being experienced in respect to bringing the WMU Power Plant back online to full operation/generation following the recent overhaul. Operational constraints are being experienced due to the sporadic coal deliveries as a result of the railroad's scheduling. If deliveries continue in this way, the Power Plant will run a shorter time this year to allow for stockpiling. A target date of November 1<sup>st</sup> has been set to reach the 7,000 ton requirement level for safe, adequate winter operation.

**4. Project Updates:**

- Wind Turbines: DeWind techs are continuing to work on repairs to WT #4 (nose cone, etc.). Warranty issue along with the maintenance agreement was briefly reviewed. The estimated date to return WT #4 to operational status is yet to be determined.
- Power Plant Transformer/Overhaul: Due to seasonal road restrictions, the mobile substation continues to be located in the lot near the main office. Transport of the mobile sub will be completed once the restrictions have been lifted.
- Priam Substation Project: Discussions continue in an effort to purchase property (40 acres) from the current land owners. Presently dealing with the township zoning board involved. Note: Cost of property purchase will go toward our Attachment O (transmission ownership agreement w/MISO).

**Adjournment:**

Following discussion, Commissioner Mattern offered a motion to adjourn the meeting of the WMU Planning Committee at 12:10 p.m. Commissioner Holtz seconded, and the motion was carried by a vote of three ayes and zero nays.

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, MAY 14, 2014**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, May 14, 2014, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

**\*\* Members Present:** Mark Klema, Gary Geiger, Scott Thaden, Bob Poe, Margaret Fleck, Randy Czarnetzki, Sandy Bebler, and Aaron Larson.

**\*\*Members Absent:** Andrew Engan.

**\*\* Others Present:** Barbara Schneider, Dean Madson, Pat Solheid, Randy Alsleban, Michelle Haefner, Rick Moore, Tu-Anh Bui, and Megan DeSchepper- Planner.

2. MINUTES: The minutes of the April 23, 2014 meeting were approved as submitted.

3. BETHESDA NURSING HOME ADDITION CONDITIONAL USE PERMIT- FILE NO. 14-04: The public hearing opened at 7:02 p.m. Rick Moore of Horty Elving and Associates presented the request for a conditional use permit to build several additions and add parking lots to the Bethesda campus for an additional 125 nursing home beds on property legally described as: Lot 1, Block 1, Bethesda Nursing Home Addition, AND Lot 1 & Lot 2, Block 1, Bethesda Nursing Home Second Addition (901 Willmar Ave. SE, 1015 Willmar Ave. SE, 9<sup>th</sup> St. SE, and 12<sup>th</sup> St. SE). The property is zoned R-2 and nursing homes are permitted with a conditional use permit. Mr. Moore explained that Bethesda proposes four building additions (building additions A-D) on various portions of the campus. The 3 existing twin homes (owned by Bethesda) on the northwest portion of the property will be removed to allow room for parking lot expansion. There are currently 163 parking spaces on the Bethesda property; there will be a total of 262 spaces once the project is completed. The applicant hopes to accommodate shift changes so that all employees, guests, and residents will be able to park on site.

With no one to speak for against the request, the public hearing closed at 7:12 p.m.

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

Staff explained that the Board of Zoning Appeals had a variance hearing regarding the Bethesda property and approved several building and parking lot setback variances. Staff also pointed out that the Fire Marshall had some concerns about certain portions of the private drives within the campus that are too tight for fire truck apparatus to navigate and that some drive widths and radius may need to be expanded slightly.

The Commission discussed parking on site and hopefully alleviating any street parking. They inquired about the Heritage Square building that is being replaced by the proposed

additions. Michelle Haefner, of Bethesda, stated that the Board has not yet determined a plan for the old building.

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

- A. The drives and access points shall be of widths and radius as per the Fire Code and the Fire Marshall's approval.
- B. The 45' high two story building shall be permitted as part of the conditional use permit as requested.
- C. The final plat of Bethesda Nursing Home Third Addition shall be recorded prior to issuance of the building permit and copies provided to the City for record keeping.
- D. The shared parking agreements and access easements shall be recorded prior to issuance of the building permit and copies provided to the City for record keeping.
- E. Engineering review and comments shall be complied with prior to issuance of a building permit.
- F. The use shall meet all applicable local, state, and federal rules and regulations at all times.

Mr. Thaden made a motion, seconded by Mr. Geiger, to amend the motion to remove the Fire Code from condition A. so it would read as follows: The drives and access points shall be of widths and radius as per the Fire Marshall's approval.

The motion carried.

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

The motion carried.

4. JENNIE-O TURKEY STORE PLAN REVIEW- FILE NO. 14-05: Mr. Klema recused himself from the discussion. Randy Alsleben presented plans for an office and parking lot expansion of the Jennie-O Turkey Store on property legally described as: part of the NW ¼ of Section 21, Township 119, Range 35; AND Lot 1, Block 5 and Outlot B Willmar Industrial Park Third Addition (2505 Willmar Ave. SW, 1300 Industrial Dr. SW). Mr. Alsleben explained that the addition will accommodate another 120 employees in the corporate office which already houses 125 employees. There are also parking lot expansions on the northwest portion of the existing employee parking lot as well as on the east side parking lot totaling 496 spaces. Portions of old Hwy. 40 will be removed or re-graded for the new private access off of new Willmar Ave. SW. Stormwater ponding is being designed and planned on the east side of the property.

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

The Planning Commission discussed the water mains becoming private once they enter the private property, as some areas used to be part of Hwy. 40 and thus public with easements. Mr. Alsleben explained that the water loop only serves Jennie-O and there is a new public loop in new Willmar Ave. SW to the north so its Willmar Municipal Utilities plan to turn back the water main to private. Mr. Alsleben also explained that the land acquisition will be completed once the Willmar Ave. SW project is completed.

Mr. Thaden made a motion, seconded by Ms. Bebler, to approve the plan review with the following conditions:

- A. The water mains shall all be private once they cross into the private (Jennie-O) property.
- B. Engineering review and comments shall be complied with 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 9.4.a.1-7.

The motion carried, with Mr. Klema abstaining.

5. TACO BELL PLAN REVIEW-FILE NO. 14-04: Barbara Schneider, Border Foods, presented the plans for a Taco Bell restaurant with a drive through window on property legally described as: Lot 1, Block 3, The Water View Business Park (200 24<sup>th</sup> Ave. SE). The proposed restaurant is 1,718 sq. ft. with seating for 28 patrons. There are 30 proposed parking spaces and the drive through has stacking room for up to 13 vehicles. Ms. Schneider explained that there is an escape lane in the drive through that if a patron decides not to order at the drive through they can bypass the lane and exit.

Ms. Schneider pointed out that the plan depicts pavers at the end of the parking lanes to delineate the space. She stated that keeping plants and landscaping up in islands is very difficult, the pavers are an attractive solution. Also, the City Engineer noted that the plans show bituminous sections for light duty on the majority of the lot and heavy duty along the entrance and that only one is necessary. Ms. Schneider explained that they purposely put heavy duty at the entrance as their deliveries are from heavy semis and there is wear and tear at the point of access.

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

The Commission talked about the pavers in the parking lot, as the landscaping plan meets the landscaping ordinance and the lot is less than 50 spaces the pavers would be acceptable. They also talked about the bituminous plan is acceptable as requested as the intent is to purposely put heavy duty at the entrance to accommodate heavy delivery truck traffic.

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

- A. The City Engineer comments regarding civil drawings 1-2 and 4-6 shall be noted and amended prior to issuance of a building permit.
- B. 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 9.4.a.1-7.

The motion carried.

- 6. There being no further information to come before the Commission the meeting closed at 7:55 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager

PLANNING COMMISSION-MAY 14, 2014

STAFF COMMENTS

1. BETHESDA NURSING HOME ADDITION CONDITONAL USE PERMIT- FILE NO. 14-04:

- The applicant is Bethesda, Willmar, MN.
- The applicant is requesting a conditional use permit for a 125 bed nursing home addition and parking lot expansions on the campus on property legally described as: Lot 1, Block 1, Bethesda Nursing Home Addition, AND Lot 1 & Lot 2, Block 1, Bethesda Nursing Home Second Addition (901 Willmar Ave. SE, 1015 Willmar Ave. SE, 9<sup>th</sup> St. SE, and 12<sup>th</sup> St. SE).
- The property is zoned R-2 (One and Two Family Residential), and nursing homes are permitted uses with conditional use permits. As this is such a large expansion, a CUP is required.
- The property is accessed via Willmar Ave. SE, 9<sup>th</sup> St. SE, and as soon as street construction is completed 12<sup>th</sup> St. SE.
- The applicant is proposing four building additions onto different portions of the already existing campus. The building additions are referred to as A, B, C, D.
- Building addition A is three levels totaling 56,904 sq. ft. and 80 beds. Building addition B is 4,543 sq. ft. plus an additional 200 sq. ft. of renovation of the existing building totaling 4,743 sq. ft. and six total beds. Building addition C is 1,867 sq. ft. and living area only no beds. Building addition D is two levels totaling 24,189 sq. ft. and 36 beds. There will be three new beds and one renovated bed in the existing facility totaling the 125 total replacement beds.
- Several building and parking setback variances were approved by the Board of Zoning Appeals, they are as follows: building addition "A" at 20.04' on one corner and 25' at the other, building addition "B" at 20', building addition "C" at 20.15', AND parking setbacks of 0' at the northwest parking lot off of 11<sup>th</sup> Ave. SE r-o-w, varying setback in the northwest parking lot off of the 9<sup>th</sup> St. SE r-o-w from 11.21', 11.41, 11.59' and 12.07', 0' setback in the northwest parking lot along the east property line and 0' setback along the service road behind building addition "A", the drive up lane to building addition "A" is at 0' and partly in the 9<sup>th</sup> St. SE r-o-w, the parking lot in the southeast corner of the property is at a 9.10' and 6.99' off of the Willmar Ave. SE r-o-w, and 0' off of the southeast parking lot from the 12<sup>th</sup> St. SE r-o-w.
- The preliminary plat of the property was approved by the Planning Commission on January 22, 2014. The lot lines depicted on the site plan are not yet finalized and recorded. The final plat shall be recorded prior to issuance of a building permit.
- There are shared parking areas and accesses between the proposed Lot 1 and 2 Block 1, Bethesda Nursing Home Addition and Lot 3, Block 1, Bethesda Nursing Home Second Addition, recorded documents of the shared parking agreements and accesses shall be submitted to the City for record keeping prior to issuance of a building permit. As well as any vacated easements for the site as well.
- The three existing twin homes on the northwest portion of the property are being removed from the site to allow for the expansion.

- 12<sup>th</sup> St. SE will be improved the summer of 2014. Through cross easements and other access points all areas should have access during the building and street construction.
- On building addition A the applicant proposes a 45' building height, the R-2 district restricts building height to 35' they can go higher with the CUP approval.
- The landscaping plan appears to be adequate for the use and neighborhood.
- There are currently 163 parking spaces on the campus. They estimate 70 spaces will be lost in the expansion leaving 93 original parking spaces remaining. And then an additional 169 new parking spaces will be added with a grand total of 262 parking spaces once the project is completed. The Zoning Ordinance requires four spaces plus one space for each three beds. After the addition there will be a total of 248 beds on the site.  $248/3$  equals 82.6 parking stalls required for the number of beds on site. Parking should be adequate for the residents with vehicles, staff, and visitors. Number of staff? At any given time/shift change?
- The exterior elevations of the proposed building will fit in very well with the surrounding residential neighborhood.
- Right-of-way agreements for 9<sup>th</sup> St. SE drive up may be required, shall be as per City Engineer.

**City Engineer Comments:** The Engineering staff recently received the Bethesda civil plans and as such has not yet had opportunity to review and comment on the plans.

**Fire Department Comments:** Based on the Plans the Fire Marshall has concerns with fire department access throughout the complex. Appendix D in the Minnesota State Fire Code which the City of Willmar has adopted requires specific widths for fire apparatus access. Some areas have adequate width to accommodate 100' aerial yet many do not. Fire department access roads shall have a minimum unobstructed width of 26' providing it has a fire hydrant located on it. Additionally some of the means of ingress and egress from 9<sup>th</sup> St., Willmar Ave., and 12<sup>th</sup> St. will be difficult to access because of the width making it difficult for aerial apparatus to maneuver when making a left or right turn. Attached is a copy of Appendix D for reference.

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

- A. The drives and access points shall be of width and radius as per the Fire Code and the Fire Marshall's approval.
- B. The 45' high two story building shall be permitted as part of the conditional use permit as requested.
- C. The final plat of Bethesda Nursing Home Third Addition shall be recorded prior to issuance of a building permit.
- D. The shared parking agreements and access easements shall be recorded prior to issuance of the building permit and copies provided to the City for record keeping.
- E. Engineering review and comments shall be complied with prior to issuance of a building permit.
- F. The use shall meet all applicable local, state, and federal rules and regulations at all times.

2. JENNIE-O TURKEY STORE OFFICE AND PARKING EXPANSION PLAN REVIEW- FILE NO. 14-05:

- The applicant is Jennie-O Turkey Store, Willmar, MN.
- The applicant is requesting plan review for an office and parking expansion on property legally described as follows: Part of NW ¼ of Section 21, Township 119, Range 35; AND Lot 1, Block 5 and Outlot B Willmar Industrial Park Third Addition (2505 Willmar Ave. SW, 1300 Industrial Dr. SW).
- The applicant proposes an office building addition of 35,391 sq. ft. The existing office space is 20,500 sq. ft. The existing food processing is 194,500 sq. ft. And the existing storage warehousing area is 101,200 sq. ft.
- The east employee parking lot has 283 proposed parking spaces, the new employee lot to the west has 177 proposed parking spaces, the proposed visitor lot has 25 spaces and the proposed live production lot has a proposed 11 parking spaces. With a total of new proposed parking spaces on the west and east side of the addition of 496 parking spaces. Number of employees at greatest shift?
- Ok with parking spaces with no landscaped curbed islands? Parking lot not curbed, ok with more rural design? Linear parking along old Hwy. 40 proposed access via existing private parking lot.
- The property will be accessed via Willmar Ave. SW via a new private drive near where the old Hwy. 40 was. As well as the existing access from the west via County Rd. 5 on the production/warehouse portion of the site.
- Stormwater ponding is being planned/designed to the northeast of the project.
- All building and parking setbacks are met.
- Sufficient electrical power is available with some construction necessary.
- Has Jennie-O acquired the property from the City?

**City Engineer Comments:** The Engineering staff has not yet received full civil plans for the Jennie-O project and as such has not yet had opportunity to review and comment on the plans.

**RECOMMENDATION:** Approve the plan review with the following conditions:

- A. The water mains shall all be private once they cross into the private (Jennie-O) property.
- B. Engineering review and comments shall be complied with prior to issuance of a building permit.
- C. The use shall meet all applicable local, state, and federal rules and regulations at all times.

3. TACO BELL RESTAURANT/DRIVE THROUGH PLAN REVIEW- FILE NO. 14-04:

- The applicant is Border Foods, Inc. New Hope, MN.
- The applicant is requesting plan review to develop property for a Taco Bell restaurant with a drive through window on property legally described as: Lot 1, Block 3, The Waterview Business Park (200 24<sup>th</sup> Ave. SE).

- The property is accessed via 24<sup>th</sup> Ave. SE.
- Building and parking setbacks are met for the GB (General Business) zoned lot.
- The applicant is proposing constructing a 1,718 sq. ft. building with seating for 28.
- There are 30 proposed parking spaces. 400 sq. ft. of customer area/ 40 plus 809 sq. ft. of kitchen area/80 sq. ft. totals (10 + 10) 20 stalls required by Ordinance. They are well within the requirements.
- The landscape plans appear to be adequate and meet Ordinance landscaping requirements (well over 10% open space/landscaped). The parking stalls are delineated by pavers, PC ok with that or do you want plantings?
- Sign permits and approvals shall be ancillary from plan review approval.
- Drive through traffic flows well through the site, onsite striping will help traffic guide. There is room for 13 cars to stack in the drive through lane.
- Elevation drawings depict an architecturally varied building that is similar to other fast food restaurants and retail uses in the GB district and will fit in visually in the area.

**City Engineer Comments:** We have reviewed the construction plans for Taco Bell prepared by Civil Engineering Site Design, dated April 28, 2014 and have the following comments:

1. Note 13 on sheet C3.0 states erosion measures "must be inspected by the City". The City expects the plan to be followed and will not inspect erosion control installations.
2. The bituminous cut in 24<sup>th</sup> Ave. SE bituminous shall be straight cut. The street repair section shall match the existing street section which is twelve inches of class 5 aggregate base, four inches of bituminous base course and two inches of bituminous wear course.
3. The plan bituminous sections for light duty and heavy duty are very similar. It is suggested to use only one section.
4. Sheet C5.0 shows the 18" RCP storm sewer stub invert of 1111.53. The record drawing for the stub indicates a length of 52' from the existing catch basin and an invert of 1110.84 (see attached record drawing).
5. Sheet C5.0 shows the 6" PVC sanitary sewer service invert of 1105.06. The record drawing for the service indicates an invert of 1104.52 (see attached record drawing). Sanitary sewer service clean out spacing cannot exceed 100'.
6. She C5.0 shows the water service to be 2" copper. It is suggested that the 2' water service material be HDPE.

**RECOMMENDATION:** Approve the plan review with the following conditions:

- A. All City Engineer comments regarding civil drawings shall be noted and amended prior to issuance of a building permit.
- B. The use shall meet all applicable local, state, and federal rules and regulations at all times.

**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.	<p><b>Application fee (non refundable)</b></p> If application is postmarked or received 30 days or more before the event <b>\$50</b> ; otherwise <b>\$100</b> .
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**ORGANIZATION INFORMATION**

Organization name WILLMAR FIREFIGHTERS ASSOCIATION	Previous gambling permit number X-92418-13-006
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Minnesota tax ID number, if any 2345663	Federal employer ID number (FEIN), if any 20-0428826
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**Type of nonprofit organization. Check one.**

Fraternal   
  Religious   
  Veterans   
  Other nonprofit organization

Mailing address 515 SW 2ND ST	City WILLMAR	State MN	Zip code 56201	County KANDIYOHI
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Name of chief executive officer [CEO] ROBERT STONE	Daytime phone number 320-894-8867	E-mail address
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**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.  
 WILLMAR FIRE DEPARTMENT

Address [do not use PO box] 515 SW 2ND ST	City or township WILLMAR	Zip code 56201	County KANDIYOHI
--	-----------------------------	-------------------	---------------------

Date[s] of activity. For raffles, indicate the date of the drawing.  
 06/21/14

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

Bingo\*   
  Raffle [total value of raffle prizes awarded for year \$ 5000.00]   
  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](http://www.gcb.state.mn.us) and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

**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 City of Willmar

Signature of city personnel [Signature]

Title City Clerk Treasurer Date 5-11-2014

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 [Signature] Date 5-11-14

Print name Robert Stone

**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](http://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 651-539-1900.

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.

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ACCESSORIES 4 TRUCKS UNL			000329											
	39466	05/15/14	#088184-SEAT COVER	239.95		038461		D	N				MTCE. OF EQUIPME	101.43425.0224
ADEN HASSAN'S INTERPRETI			003074											
	39467	05/15/14	INTERPRETING SERVICES	25.00		1004		D	N				PROFESSIONAL SER	101.42411.0446
AFFORDABLE PUMPING SERVI			002404											
	39468	05/15/14	SEPTIC PUMPING	330.00		24391		D	N				CLEANING AND WAS	230.43430.0338
AMERICAN WELDING & GAS I			000057											
	39469	05/15/14	OXYGEN/WELDING GAS	146.53		02686328		D	N				GENERAL SUPPLIES	101.43425.0229
	39469	05/15/14	WELDING GAS	25.80		02719241		D	N				GENERAL SUPPLIES	101.43425.0229
	39469	05/15/14	WELDING GAS	12.90		02719533		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	185.23		*CHECK TOTAL								
			VENDOR TOTAL	185.23										
AMERIPRIDE LINEN & APPAR			000051											
	39470	05/15/14	TOWEL SERVICE	28.94		2200497603		D	N				CLEANING AND WAS	101.43425.0338
	39470	05/15/14	TOWEL SERVICE	29.92		2200497605		D	N				CLEANING AND WAS	101.43425.0338
	39470	05/15/14	TOWEL SERVICE	28.94		2200502725		D	N				CLEANING AND WAS	101.43425.0338
	39470	05/15/14	TOWEL SERVICE	29.10		2200502726		D	N				CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	116.90		*CHECK TOTAL								
			VENDOR TOTAL	116.90										
ANDERSON LAW OFFICES			002954											
	39471	05/15/14	LEGAL SERVICES-APRIL	9,641.79		STMT/4-14		D	M	07			PROFESSIONAL SER	101.41406.0446
	39471	05/15/14	SALE-FORFEITURE VEHICLES	715.50		051214		D	M	07			OTHER SERVICES	101.41428.0339
			VENDOR TOTAL	10,357.29		*CHECK TOTAL								
			VENDOR TOTAL	10,357.29										
BENNETT OFFICE TECHNOLOG			000099											
	39472	05/15/14	REPAIR SQUAD LAPTOPS	400.84		201580		D	N				MTCE. OF EQUIPME	101.42411.0334
	39472	05/15/14	HP PRO LAPTOP/DOCKNG S	1,477.00		203095		D	N				SMALL TOOLS	208.45005.0221
	39472	05/15/14	RE-INSTALL SOFTWARE	67.50		203163		D	N				MTCE. OF EQUIPME	208.45005.0334
	39472	05/15/14	TRANSF. PRGRMS TO LAPTOP	348.75		203211		D	N				MTCE. OF EQUIPME	208.45005.0334
			VENDOR TOTAL	2,294.09		*CHECK TOTAL								
			VENDOR TOTAL	2,294.09										
BERNICK'S PEPSI-COLA CO			000103											
	39473	05/15/14	OFFICE COFFEE	78.96		5181		D	N				GENERAL SUPPLIES	101.43425.0229
BOLTON & MENK INC			001010											
	39474	05/15/14	INTERIM CITY ENG SERVI	1,530.00		0165624		D	N				PROFESSIONAL SER	101.43417.0446
BRISENDINE/STEVE			002453											
	39475	05/15/14	MNDOT BIKE/PED WORKSHOP	40.88		043014		D	N				TRAVEL-CONF.-SCH	101.45432.0333
BSE			001980											
	39476	05/15/14	WIRE MARKER TAPE	105.75		907246230		D	N				GENERAL SUPPLIES	651.48484.0229



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
CHAMBERLAIN OIL CO			000154											
	39483	05/15/14	GREASE	110.60		126574							MOTOR FUELS AND	651.48484.0222
CHARTER COMMUNICATIONS			000736											
	39484	05/15/14	MONTHLY PHONE SERVICE	46.85		1136/5-14							COMMUNICATIONS	101.41409.0330
	39484	05/15/14	MONTHLY PHONE SERVICE	173.23		3552/5-14							COMMUNICATIONS	208.45005.0330
	39484	05/15/14	MONTHLY PHONE SERVICE	74.66		3941/5-14							COMMUNICATIONS	101.41409.0330
	39484	05/15/14	MONTHLY PHONE SERVICE	95.03		4972/5-14							COMMUNICATIONS	101.41409.0330
			VENDOR TOTAL	389.77										
				389.77										
CHRISTENSEN *PETTY CASH			003077											
	39485	05/15/14	TO REIMBURSE PETTY CASH	3.94		58223							GENERAL SUPPLIES	101.41400.0229
	39485	05/15/14	TO REIMBURSE PETTY CASH	9.61		58223							MTCE. OF EQUIPME	101.43417.0224
	39485	05/15/14	TO REIMBURSE PETTY CASH	4.26		58223							GENERAL SUPPLIES	101.43417.0229
	39485	05/15/14	TO REIMBURSE PETTY CASH	17.06		58223							GENERAL SUPPLIES	101.43425.0229
	39485	05/15/14	TO REIMBURSE PETTY CASH	5.00		58223							MTCE. OF STRUCTU	101.45427.0225
			VENDOR TOTAL	39.87										
				39.87										
CHRISTENSEN/MIKE			.02124											
	39486	05/15/14	REFUND SHELTER DEPOSIT	50.00		050714							DEPOSITS	101.230000
CIT TECHNOLOGY FIN SERV			002556											
	39487	05/15/14	COPIER LEASE AGRMT	159.00		25158226							RENTS	101.41405.0440
CLOUDNET			002354											
	39488	05/15/14	DOMAIN NAME REGISTRATION	10.00		20140538787							PREPAID EXPENSES	208.128000
	39488	05/15/14	DOMAIN NAME REGISTRATION	10.00		20140538787							COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	20.00										
				20.00										
CMI INC			002966											
	39489	05/15/14	GAS CYLINDER FOR DMT	79.00		799021							MTCE. OF EQUIPME	101.42411.0224
COLEPAPERS INC			000170											
	39490	05/15/14	CLEANING SUPPLIES	166.70		8964523							CLEANING AND WAS	101.45435.0228
	39490	05/15/14	CLEANING SUPPLIES	111.90		8974125							CLEANING AND WAS	101.45435.0228
			VENDOR TOTAL	278.60										
				278.60										
COMMUNITY MARKETING COAL			002063											
	39491	05/15/14	CMC PARTNERSHIP-2014	1,500.00		040214							SUBSCRIPTIONS AN	101.41401.0443
COMPUTER PROF. UNLIMITED			000065											
	39492	05/15/14	CAMA MONTHLY SUPPORT-MAY	150.00		STMT/5-14							MTCE. OF EQUIPME	101.41404.0334
COPIER BUSINESS SOLUTION			001934											
	39493	05/15/14	COPIER MTCE CHARGE	94.87		237366							MTCE. OF EQUIPME	101.42412.0334

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
COPIER BUSINESS SOLUTION			001934											
	39493	05/15/14	COPIER MTCE CHARGE	43.02		237528		D	N				MTCE. OF EQUIPME	101.41405.0334
				137.89	*CHECK	TOTAL								
			VENDOR TOTAL	137.89										
CROW CHEMICAL & LIGHTING			000186											
	39494	05/15/14	CLEANING SUPPLIES	226.02		4144		D	N				CLEANING AND WAS	101.43425.0228
	39494	05/15/14	CLEANING SUPPLIES	52.00		4146		D	N				CLEANING AND WAS	101.43425.0228
	39494	05/15/14	CLEANING SUPPLIES	15.10		4160		D	N				CLEANING AND WAS	101.43425.0228
			VENDOR TOTAL	293.12	*CHECK	TOTAL								
			293.12											
DEPT OF HUMAN SERVICES			000009											
	39495	05/15/14	CLEANING SERVICES	140.00		00000201085		D	N				CLEANING AND WAS	101.45435.0338
DEPT OF HUMAN SERVICES			002914											
	39496	05/15/14	#22 RICE CARE CENTER-	19,447.91		00000201579		D	N				OTHER CHARGES	101.41428.0449
DIAMOND VOGEL PAINT CENT			000205											
	39497	05/15/14	BLEACHER DECKING REPAIR	49.27		821055664		D	N				GENERAL SUPPLIES	101.45433.0229
	39497	05/15/14	TRAFFIC PAINT	2,199.20		821055712		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	2,248.47	*CHECK	TOTAL								
			2,248.47											
DOOLEY'S PETROLEUM INC			000212											
	39498	05/15/14	73 GALLONS DIESEL	274.62		320586		D	N				MOTOR FUELS AND	651.48485.0222
ED DAVIS BUSINESS MACHIN			000229											
	39499	05/15/14	OFFICE SUPPLIES	23.95		131247		D	N				OFFICE SUPPLIES	741.48001.0220
	39499	05/15/14	OFFICE SUPPLIES	28.90		131825		D	N				OFFICE SUPPLIES	741.48001.0220
			VENDOR TOTAL	52.85	*CHECK	TOTAL								
			52.85											
ED'S SERVICE CENTER & SA			000231											
	39500	05/15/14	TOWING CHARGES	1,170.00		STMT/4-14		D	N				OTHER SERVICES	101.42411.0339
	39500	05/15/14	TOWING CHARGES	45.00		117111		D	N				OTHER SERVICES	101.42411.0339
	39500	05/15/14	TOWING CHARGES	120.00		117152		D	N				OTHER SERVICES	101.42411.0339
			VENDOR TOTAL	1,335.00	*CHECK	TOTAL								
			1,335.00											
ELLIOTT/JENNIFER			.02125											
	39501	05/15/14	REFUND-CANCELLED SOCCER	30.00		050614		D	N				REFUNDS AND REIM	101.41428.0882
EMERGENCY RESPONSE SOLUT			003048											
	39502	05/15/14	HELMET	281.70		2033		D	N				SUBSISTENCE OF P	101.42412.0227
ENGAN ASSOCIATES P.A.			000240											
	39503	05/15/14	HVAC UPDATE PLANNING	950.00		2014-080		D	N				BUILDINGS AND ST	450.45427.0551



Vendor Payments History Report  
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VENDOR NAME AND NUMBER		DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHECK#	DATE								
GENERAL MAILING SERVICES		000293							
39513	05/15/14	POSTAGE 04/07 - 04/11/14	0.66		11749		D N	POSTAGE	101.41401.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	46.61		11749		D N	POSTAGE	101.41402.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	78.32		11749		D N	POSTAGE	101.41403.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	20.06		11749		D N	POSTAGE	101.41404.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	15.00		11749		D N	POSTAGE	101.41408.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	1.18		11749		D N	POSTAGE	101.41424.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	0.59		11749		D N	POSTAGE	101.42411.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	0.59		11749		D N	POSTAGE	101.42412.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	1.76		11749		D N	POSTAGE	101.43417.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	31.36		11749		D N	POSTAGE	101.43425.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	1.77		11749		D N	POSTAGE	230.43430.0223
39513	05/15/14	POSTAGE 04/07 - 04/11/14	3.86		11749		D N	POSTAGE	651.48484.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	13.28		11796		D N	POSTAGE	101.41401.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	17.11		11796		D N	POSTAGE	101.41402.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	80.01		11796		D N	POSTAGE	101.41403.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	17.70		11796		D N	POSTAGE	101.41404.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	4.29		11796		D N	POSTAGE	101.41405.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	15.00		11796		D N	POSTAGE	101.41408.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	1.55		11796		D N	POSTAGE	101.41428.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	0.59		11796		D N	POSTAGE	101.42411.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	3.91		11796		D N	POSTAGE	101.43425.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	4.98		11796		D N	POSTAGE	101.45433.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	1.77		11796		D N	POSTAGE	101.45435.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	1.18		11796		D N	POSTAGE	230.43430.0223
39513	05/15/14	POSTAGE 04/14 - 04/18/14	2.14		11796		D N	POSTAGE	651.48484.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	6.60		11825		D N	POSTAGE	101.41401.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	15.86		11825		D N	POSTAGE	101.41402.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	77.36		11825		D N	POSTAGE	101.41403.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	3.54		11825		D N	POSTAGE	101.41404.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	1.70		11825		D N	POSTAGE	101.41405.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	15.00		11825		D N	POSTAGE	101.41408.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	0.59		11825		D N	POSTAGE	101.42411.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	3.53		11825		D N	POSTAGE	101.43425.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	0.59		11825		D N	POSTAGE	101.45435.0223
39513	05/15/14	POSTAGE 04/21 - 04/25/14	2.18		11825		D N	POSTAGE	230.43430.0223
39513	05/15/14	POSTAGE-APRIL	30.91		11913		D N	POSTAGE	208.45006.0223
39513	05/15/14	UPS CHARGES	16.95		11915		D N	POSTAGE	101.42411.0223
39513	05/15/14	POSTAGE-APRIL	1,462.60		11977		D N	POSTAGE	208.45006.0223
		VENDOR TOTAL	2,109.41		*CHECK TOTAL				
			2,109.41						
GRAINGER INC		000786							
39514	05/15/14	AERATOR GAUGES	28.80		9425892479		D N	MTCE. OF EQUIPME	651.48484.0224
39514	05/15/14	LINEAR ACTUATOR	286.20		9427259123		D N	MTCE. OF EQUIPME	101.43425.0224
39514	05/15/14	PLANT SUPPLIES	139.76		9432003565		D N	GENERAL SUPPLIES	651.48484.0229
39514	05/15/14	PLANT SUPPLIES	11.24		9433428761		D N	GENERAL SUPPLIES	651.48484.0229
		VENDOR TOTAL	466.00		*CHECK TOTAL				
			466.00						

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HACH COMPANY													000316	
	39515	05/15/14	LAB SUPPLIES	100.32		8813334		D	N				GENERAL SUPPLIES	651.48484.0229
	39515	05/15/14	LAB SUPPLIES	492.00		8817568		D	N				GENERAL SUPPLIES	651.48484.0229
			VENDOR TOTAL	592.32		*CHECK TOTAL								
				592.32										
HARTLAND OFFICIALS ASSOC													002608	
	39516	05/15/14	VB LEAGUE OFFICIALS	860.00		042514		D	N				PROFESSIONAL SER	101.45432.0446
HAUG-KUBOTA LLC													002609	
	39517	05/15/14	2014 KUBOTA MOWER/DEC	12,893.00		001967		D	N				MACHINERY AND AU	651.48484.0553
	39517	05/15/14	SNOWBLOWER ATTACHMENT	3,108.00		001967		D	N				MACHINERY AND AU	651.48484.0553
	39517	05/15/14	MOWER CAB	4,847.00		001967		D	N				MACHINERY AND AU	651.48484.0553
	39517	05/15/14	2014 KUBOTA RTV	7,950.00		001967		D	N				MACHINERY AND AU	651.48484.0553
			VENDOR TOTAL	28,798.00		*CHECK TOTAL								
				28,798.00										
HAWKINS INC													000325	
	39518	05/15/14	FERRIC CHLORIDE	4,570.06		3588508 RI		D	N				GENERAL SUPPLIES	651.48484.0229
HEGLUND CATERING													002036	
	39519	05/15/14	MEALS-BOARD OF EQUALIZ.	111.42		7404		D	N				SUBSISTENCE OF P	101.41401.0227
	39519	05/15/14	PETERSON-WELCOME COFFEE	51.50		7411		D	N				SUBSISTENCE OF P	101.42412.0227
	39519	05/15/14	DELBOSSUE-WELCOME COFFEE	51.49		7411		D	N				SUBSISTENCE OF P	101.43425.0227
			VENDOR TOTAL	214.41		*CHECK TOTAL								
				214.41										
HIGH POINT NETWORKS INC													002299	
	39520	05/15/14	2015 IP PHONE SUPPORT	1,212.20		045102V1		D	N				PREPAID EXPENSES	101.128000
	39520	05/15/14	2016 IP PHONE SUPPORT	1,212.20		045102V1		D	N				PREPAID EXPENSES	101.128000
	39520	05/15/14	2017 IP PHONE SUPPORT	606.10		045102V1		D	N				PREPAID EXPENSES	101.128000
	39520	05/15/14	2014 IP PHONE SUPPORT	606.10		045102V1		D	N				MTCE. OF EQUIPME	101.41409.0334
			VENDOR TOTAL	3,636.60		*CHECK TOTAL								
				3,636.60										
HILLYARD FLOOR CARE SUPP													000333	
	39521	05/15/14	GYM FLOOR FINISH	834.00		601124111		D	N				MTCE. OF STRUCTU	101.45435.0225
	39521	05/15/14	SCRUBBER PADS/SUPPLIES	238.19		601124111		D	N				GENERAL SUPPLIES	101.45435.0229
	39521	05/15/14	DISPOSABLE GLOVES/SUPPL.	183.73		601128007		D	N				GENERAL SUPPLIES	101.41408.0229
	39521	05/15/14	DISPOSABLE GLOVES/SUPPL.	135.74		601128007		D	N				GENERAL SUPPLIES	101.45427.0229
	39521	05/15/14	FLOOR WAX	111.82		601129866		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	1,503.48		*CHECK TOTAL								
				1,503.48										
HOLCOMB/BRADLEY													.02126	
	39522	05/15/14	INTERVIEW-TRAVEL EXPENSE	475.73		050514		D	N				TRAVEL-CONF.-SCH	101.45433.0333
HOME DEPOT CREDIT SERVIC													000058	
	39523	05/15/14	LUNCH ROOM SINK FAUCET	127.18		3015032		D	N				MTCE. OF STRUCTU	101.43425.0225

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CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M ACCOUNT NAME	ACCOUNT
HOME DEPOT CREDIT SERVIC 000058												
39523	05/15/14	SQUEEGEE NOZZLE	27.72		6583733		D	N			SMALL TOOLS	101.43425.0221
39523	05/15/14	HOLE SAW	37.37		7563390		D	N			SMALL TOOLS	101.45433.0221
39523	05/15/14	STEP STOOLS	59.76		9014899		D	N			SMALL TOOLS	101.43425.0221
39523	05/15/14	EXTENSION LADDER	308.87		9046055		D	N			SMALL TOOLS	800.42411.0221
39523	05/15/14	SUPPLIES	50.59		9055196		D	N			GENERAL SUPPLIES	101.45433.0229
			611.49									
		VENDOR TOTAL	611.49		*CHECK TOTAL							
HORIZON COMMERCIAL POOL 003075												
39524	05/15/14	INST. MEDIA IN FILTERS	2,425.70		SV14040322		D	N			MTCE. OF OTHER I	101.45437.0226
39524	05/15/14	INST. MEDIA IN FILTERS	2,400.00		SV14040322		D	N			MTCE. OF OTHER I	101.45437.0336
39524	05/15/14	WATER SLIDE INSPECTION	2,000.00		SV14040323		D	N			MTCE. OF OTHER I	101.45437.0336
39524	05/15/14	POOL CHEMICALS	4,978.20		14040324		D	N			GENERAL SUPPLIES	101.45437.0229
			11,803.90									
		VENDOR TOTAL	11,803.90		*CHECK TOTAL							
HOUR MEDIA 002697												
39525	05/15/14	AAA LIVING AD MAY/JUNE	656.00		05-14-AAA1130		D	N			ADVERTISING	208.45006.0447
39525	05/15/14	AAA LIVING AD MAY/JUNE	104.00		05-14-AAA1130		D	N			OTHER CHARGES	208.45010.0449
			760.00									
		VENDOR TOTAL	760.00		*CHECK TOTAL							
ID ZONE .01726												
39526	05/15/14	TONER FOR CARD PRINTER	144.50		1003765		D	N			OFFICE SUPPLIES	101.45437.0220
INTERSTATE POWER SYSTEMS 001699												
39527	05/15/14	HYD. FITTINGS/BEARINGS	210.34		592903 RI		D	N			MTCE. OF EQUIPME	101.43425.0224
JOBSHQ 002923												
39528	05/15/14	ACCOUNTING CLERK AD	504.40		103559/4-14		D	N			ADVERTISING	101.41405.0447
39528	05/15/14	IS COORDINATOR AD	526.60		103559/4-14		D	N			ADVERTISING	101.41409.0447
			1,031.00									
		VENDOR TOTAL	1,031.00		*CHECK TOTAL							
JOHNSON/TIM 000369												
39529	05/15/14	AUCTIONEER COMMISSIONS	2,904.55		051214		D	M	07		OTHER SERVICES	101.41428.0339
KANDIYOHI CO ATTORNEY 001842												
39530	05/15/14	SALE-FORFEITURE VEHICL	1,476.00		051214		D	N			OTHER SERVICES	101.41428.0339
KANDIYOHI CO AUDITOR 000376												
39463	05/14/14	REAL ESTATE TAX-PAYABLE	100.00		119		D	N			LICENSES AND TAX	101.41408.0445
39463	05/14/14	REAL ESTATE TAX-PAYABLE	50.00		119		D	N			LICENSES AND TAX	101.41409.0445
39463	05/14/14	REAL ESTATE TAX-PAYABLE	201.00		119		D	N			LICENSES AND TAX	101.42412.0445
39463	05/14/14	REAL ESTATE TAX-PAYABL	3,037.42		119		D	N			LICENSES AND TAX	101.43425.0445
39463	05/14/14	REAL ESTATE TAX-PAYABLE	151.00		119		D	N			LICENSES AND TAX	101.45427.0445
39463	05/14/14	REAL ESTATE TAX-PAYABL	1,005.00		119		D	N			LICENSES AND TAX	101.45433.0445

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KANDIYOHI CO AUDITOR													000376	
	39463	05/14/14	REAL ESTATE TAX-PAYABLE	100.00		119		D	N				LICENSES AND TAX	101.45435.0445
	39463	05/14/14	REAL ESTATE TAX-PAYABLE	268.00		119		D	N				LICENSES AND TAX	101.45437.0445
	39463	05/14/14	REAL ESTATE TAX-PAYABL	4,115.22		119		D	N				LICENSES AND TAX	205.41001.0445
	39463	05/14/14	REAL ESTATE TAX-PAYABL	3,468.00		119		D	N				LICENSES AND TAX	205.41402.0445
	39463	05/14/14	REAL ESTATE TAX-PAYAB	36,625.90		119		D	N				LICENSES AND TAX	230.43430.0445
	39463	05/14/14	REAL ESTATE TAX-PAYABL	5,501.00		119		D	N				LICENSES AND TAX	651.48484.0445
	39463	05/14/14	REAL ESTATE TAX-PAYABLE	86.00		119		D	N				LICENSES AND TAX	651.48485.0445
				54,708.54									*CHECK TOTAL	
	39531	05/15/14	LONG DISTANCE FEB-MAR	45.85		050614		D	N				COMMUNICATIONS	101.42411.0330
	39531	05/15/14	LANDFILL CHARGES	27.01		315400		D	N				CLEANING AND WAS	101.45433.0338
	39531	05/15/14	LANDFILL CHARGES	16.10		315577		D	N				CLEANING AND WAS	101.43425.0338
	39531	05/15/14	LANDFILL CHARGES	15.60		315820		D	N				CLEANING AND WAS	101.43425.0338
	39531	05/15/14	LANDFILL CHARGES	16.64		316231		D	N				CLEANING AND WAS	101.43425.0338
				121.20									*CHECK TOTAL	
			VENDOR TOTAL	54,829.74										
KEEPRS INC													001905	
	39532	05/15/14	TRADED FOR 34 PISTOLS	4,366.00		241332		D	N				SMALL TOOLS	800.42411.0221
	39532	05/15/14	AMMUNITION	675.60		241661		D	N				GENERAL SUPPLIES	800.42411.0229
				5,041.60									*CHECK TOTAL	
			VENDOR TOTAL	5,041.60										
LAKESIDE PRESS													001646	
	39533	05/15/14	9X12 ENVELOPES	994.15		4145		D	N				PRINTING AND PUB	208.45005.0331
	39533	05/15/14	CHRISTENSEN-BUS. CARDS	91.00		4154		D	N				OFFICE SUPPLIES	101.43425.0220
	39533	05/15/14	MAYORS BIKE RIDE POSTERS	48.62		4170		D	N				ADVERTISING	208.45006.0447
				1,133.77									*CHECK TOTAL	
			VENDOR TOTAL	1,133.77										
LET'S GO FISHING													002702	
	39534	05/15/14	SIGN DEPOSIT REF 2014-6	100.00		2014-6		D	N				DEPOSITS-SIGN PE	101.230001
LOCATORS & SUPPLIES INC													002162	
	39535	05/15/14	SAFETY PANTS	124.39		0222465		D	N				SUBSISTENCE OF P	101.43425.0227
	39535	05/15/14	RAIN JACKET	35.09		0222549		D	N				SUBSISTENCE OF P	101.43425.0227
	39535	05/15/14	SAFETY PANTS	27.33		0222640		D	N				SUBSISTENCE OF P	101.43425.0227
				186.81									*CHECK TOTAL	
			VENDOR TOTAL	186.81										
MADDEN, GALANTER, HANSEN													000429	
	39536	05/15/14	LABOR RELATIONS SERVIC	4,579.13		050114		D	N				PROFESSIONAL SER	101.41406.0446
MADISON NATIONAL LIFE													002249	
	39464	05/14/14	LTD PREMIUM-JUNE	44.93		215		D	N				EMPLOYER INSUR.	101.41400.0114
	39464	05/14/14	LTD PREMIUM-JUNE	87.58		215		D	N				EMPLOYER INSUR.	101.41402.0114
	39464	05/14/14	LTD PREMIUM-JUNE	33.45		215		D	N				EMPLOYER INSUR.	101.41403.0114



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VENDOR NAME AND NUMBER		DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHECK#	DATE								
MILLER SANITATION		002936							
39543	05/15/14	GARBAGE SERVICE-MAY	93.90		1298/5-14		D N	CLEANING AND WAS	101.45433.0338
39543	05/15/14	GARBAGE SERVICE-MAY	46.22		1299/5-14		D N	CLEANING AND WAS	101.45433.0338
39543	05/15/14	GARBAGE SERVICE-MAY	52.70		1300/5-14		D N	CLEANING AND WAS	101.42412.0338
39543	05/15/14	GARBAGE SERVICE-MAY	64.74		1301/5-14		D N	CLEANING AND WAS	101.41408.0338
39543	05/15/14	GARBAGE SERVICE-MAY	64.74		1301/5-14		D N	CLEANING AND WAS	101.45427.0338
39543	05/15/14	GARBAGE SERVICE-MAY	251.31		1302/5-14		D N	CLEANING AND WAS	101.43425.0338
39543	05/15/14	GARBAGE SERVICE-MAY	24.34		1303/5-14		D N	CLEANING AND WAS	651.48484.0338
39543	05/15/14	GARBAGE SERVICE-MAY	48.67		1304/5-14		D N	CLEANING AND WAS	651.48484.0338
39543	05/15/14	GARBAGE SERVICE-MAY	161.04		1304/5-14		D N	CLEANING AND WAS	651.48484.0338
39543	05/15/14	GARBAGE SERVICE-MAY	49.67		1305/5-14		D N	CLEANING AND WAS	101.45435.0338
39543	05/15/14	GARBAGE SERVICE-MAY	58.64		1378/5-14		D N	CLEANING AND WAS	101.43425.0338
39543	05/15/14	GARBAGE SERVICE-MAY	616.55		1379/5-14		D N	CLEANING AND WAS	101.43425.0338
39543	05/15/14	GARBAGE SERVICE-MAY	251.60		1388/5-14		D N	CLEANING AND WAS	101.43425.0338
39543	05/15/14	GARBAGE SERVICE-MAY	78.84		1456/5-14		D N	CLEANING AND WAS	101.45437.0338
			1,862.96						
		VENDOR TOTAL	1,862.96						
								*CHECK TOTAL	
MILLS AUTOMOTIVE GROUP		000432							
39544	05/15/14	#088184-HEATER DR MOTOR	33.28		2137528		D N	MTCE. OF EQUIPME	101.43425.0224
39544	05/15/14	LAMP ASSEMBLY	214.74		2415864		D N	INVENTORIES-MDSE	101.125000
39544	05/15/14	STRUT	65.21		2416557		D N	INVENTORIES-MDSE	101.125000
			313.23						
		VENDOR TOTAL	313.23						
								*CHECK TOTAL	
MILLS AUTOMOTIVE GROUP		001384							
39545	05/15/14	SIGN DEPOSIT REF 2014-2	100.00		2014-2		D N	DEPOSITS-SIGN PE	101.230001
MINI BIFF LLC		001805							
39546	05/15/14	TOILET RENTALS	77.25		A-62894		D N	RENTS	101.43425.0440
39546	05/15/14	TOILET RENTALS	77.25		A-62895		D N	RENTS	101.43425.0440
39546	05/15/14	TOILET RENTALS	54.08		A-62897		D N	RENTS	101.43425.0440
39546	05/15/14	TOILET RENTALS	77.25		A-62899		D N	RENTS	101.43425.0440
39546	05/15/14	TOILET RENTALS	108.15		A-62901		D N	RENTS	101.43425.0440
39546	05/15/14	TOILET RENTALS	54.08		A-62908		D N	RENTS	101.43425.0440
			448.06						
		VENDOR TOTAL	448.06						
								*CHECK TOTAL	
MN BOARD OF AELSLAGID		002030							
39547	05/15/14	PROF. ENGINEER LICENSE	132.00		051314		D N	LICENSES AND TAX	101.43417.0445
MN DEPT OF LABOR & INDUS		000094							
39548	05/15/14	BOILER LICENSE	30.00		ABR0094042I		D N	LICENSES AND TAX	651.48484.0445
MN FIRE SERVICE CERTIF.		000018							
39549	05/15/14	CERTIFICATION TESTING	100.00		2619		D N	TRAVEL-CONF.-SCH	101.42412.0333
MN TRAILS		001462							
39550	05/15/14	ADVERTISING	600.00		8427		D N	ADVERTISING	208.45006.0447

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MN TRAILS			001462											
	39550	05/15/14	ADVERTISING	369.00		8427		D	N				OTHER CHARGES	208.45010.0449
				969.00	*CHECK	TOTAL								
			VENDOR TOTAL	969.00										
MOLECEK/LISA			.02127											
	39551	05/15/14	REFUND-CANCELLED SOCCER	30.00		050614		D	N				REFUNDS AND REIM	101.41428.0882
MUNICIPAL UTILITIES			000541											
	39552	05/15/14	UTILITIES FOR APRIL	3,155.51		4/14		D	N				UTILITIES	101.41408.0332
	39552	05/15/14	UTILITIES FOR APRIL	519.40		4/14		D	N				UTILITIES	101.41409.0332
	39552	05/15/14	UTILITIES FOR APRIL	713.95		4/14		D	N				UTILITIES	101.42412.0332
	39552	05/15/14	UTILITIES FOR APRIL	5,453.52		4/14		D	N				UTILITIES	101.43425.0332
	39552	05/15/14	UTILITIES FOR APRIL	1,455.26		4/14		D	N				UTILITIES	101.45427.0332
	39552	05/15/14	UTILITIES FOR APRIL	6,220.09		4/14		D	N				UTILITIES	101.45433.0332
	39552	05/15/14	UTILITIES FOR APRIL	728.87		4/14		D	N				UTILITIES	101.45435.0332
	39552	05/15/14	UTILITIES FOR APRIL	83.83		4/14		D	N				UTILITIES	101.45437.0332
	39552	05/15/14	UTILITIES FOR APRIL	3,065.78		4/14		D	N				UTILITIES	230.43430.0332
	39552	05/15/14	UTILITIES FOR APRIL	39,093.81		4/14		D	N				UTILITIES	651.48484.0332
	39552	05/15/14	ADMIN FEE	1,500.00		4/14		D	N				PROFESSIONAL SER	651.48484.0446
	39552	05/15/14	UTILITIES FOR APRIL	3,365.09		4/14		D	N				UTILITIES	651.48485.0332
			VENDOR TOTAL	65,355.11	*CHECK	TOTAL								
				65,355.11										
MVTL LABORATORIES INC			000544											
	39553	05/15/14	WASTEWATER ANALYSIS	45.00		700351		D	N				PROFESSIONAL SER	651.48484.0446
	39553	05/15/14	WASTEWATER ANALYSIS	45.00		701601		D	N				PROFESSIONAL SER	651.48484.0446
	39553	05/15/14	WASTEWATER ANALYSIS	105.00		702016		D	N				PROFESSIONAL SER	651.48486.0446
			VENDOR TOTAL	195.00	*CHECK	TOTAL								
				195.00										
NCL OF WISCONSIN INC			001627											
	39554	05/15/14	LAB SUPPLIES	133.31		337669		D	N				GENERAL SUPPLIES	651.48484.0229
	39554	05/15/14	LAB SUPPLIES	695.00		337978		D	N				GENERAL SUPPLIES	651.48484.0229
	39554	05/15/14	REPL. LAB METER PROBE	416.08		337979		D	N				MTCE. OF EQUIPME	651.48484.0224
			VENDOR TOTAL	1,244.39	*CHECK	TOTAL								
				1,244.39										
NELSON INTERNATIONAL			000568											
	39555	05/15/14	#069956 REPAIR-PARTS	2,944.29		314175		D	N				MTCE. OF EQUIPME	651.48486.0224
	39555	05/15/14	#069956 REPAIR-PARTS	841.64		314175		D	N				MTCE. OF EQUIPME	651.48486.0334
	39555	05/15/14	#088960-BRAKE ADJUSTER	99.88		617484		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	3,885.81	*CHECK	TOTAL								
				3,885.81										
NORTHERN BUSINESS PRODUC			002322											
	39556	05/15/14	OFFICE SUPPLIES	32.68CR		C 707389-1		D	N				OFFICE SUPPLIES	741.48001.0220
	39556	05/15/14	OFFICE SUPPLIES	10.49		701802-0		D	N				OFFICE SUPPLIES	741.48001.0220

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NORTHERN BUSINESS PRODUC			002322							
	39556	05/15/14	OFFICE SUPPLIES	47.74		707389-0		D N	OFFICE SUPPLIES	741.48001.0220
	39556	05/15/14	OFFICE SUPPLIES	105.62		707389-1		D N	OFFICE SUPPLIES	741.48001.0220
			VENDOR TOTAL	131.17		*CHECK TOTAL				
				131.17						
NORTHERN STATES SUPPLY			000585							
	39557	05/15/14	BOLTS-BALLFIELD LTS	2.38		10-515762		D N	MTCE. OF OTHER I	101.43425.0226
	39557	05/15/14	BEARINGS	26.37		10-515794		D N	INVENTORIES-MDSE	101.125000
	39557	05/15/14	GRAVITY BELT THICKENER	24.60		10-515864		D N	MTCE. OF EQUIPME	651.48486.0224
	39557	05/15/14	NUTS/BOLTS	40.90		10-515927		D N	MTCE. OF EQUIPME	101.43425.0224
	39557	05/15/14	WHEELS FOR JANITOR CART	1.61		10-516217		D N	MTCE. OF EQUIPME	101.43425.0224
	39557	05/15/14	WISE	449.99		10-516276		D N	SMALL TOOLS	101.45433.0221
	39557	05/15/14	MARKING PAINT	165.60		10-516398		D N	MTCE. OF OTHER I	101.43425.0226
	39557	05/15/14	SMALL TOOLS	33.17		10-516426		D N	SMALL TOOLS	101.45435.0221
	39557	05/15/14	NUTS	6.23		10-516612		D N	MTCE. OF EQUIPME	101.45433.0224
	39557	05/15/14	SET OF 3 PLANER BLADES	84.30		208232		D N	SMALL TOOLS	101.45435.0221
	39557	05/15/14	JOINTER KNIFE SET	69.00CR		208598		D N	SMALL TOOLS	101.45435.0221
	39557	05/15/14	SMALL TOOLS	11.22		211893		D N	SMALL TOOLS	101.45435.0221
			VENDOR TOTAL	777.37		*CHECK TOTAL				
				777.37						
O'REILLY AUTOMOTIVE INC			000650							
	39558	05/15/14	WIPER BLADE	15.19		1528-282277		D N	MTCE. OF EQUIPME	101.42411.0224
OFFICE SERVICES			000589							
	39559	05/15/14	OFFICE SUPPLIES-APRIL	44.44		STMT/4-14		D N	OFFICE SUPPLIES	101.41400.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	16.47		STMT/4-14		D N	OFFICE SUPPLIES	101.41401.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	18.18		STMT/4-14		D N	OFFICE SUPPLIES	101.41402.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	5.49		STMT/4-14		D N	OFFICE SUPPLIES	101.41403.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	70.35		STMT/4-14		D N	OFFICE SUPPLIES	101.41404.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	8.47		STMT/4-14		D N	OFFICE SUPPLIES	101.41405.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	4.20		STMT/4-14		D N	OFFICE SUPPLIES	101.41408.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	2.55		STMT/4-14		D N	OFFICE SUPPLIES	101.41409.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	63.98		STMT/4-14		D N	OFFICE SUPPLIES	101.42411.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	10.44		STMT/4-14		D N	OFFICE SUPPLIES	101.42412.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	73.17		STMT/4-14		D N	OFFICE SUPPLIES	101.43417.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	15.99		STMT/4-14		D N	OFFICE SUPPLIES	101.43425.0220
	39559	05/15/14	OFFICE SUPPLIES-APRIL	16.40		STMT/4-14		D N	OFFICE SUPPLIES	651.48484.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	169.95		043014		D N	OFFICE SUPPLIES	101.41401.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	104.93		043014		D N	OFFICE SUPPLIES	101.41401.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	105.75		043014		D N	OFFICE SUPPLIES	101.41402.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	75.51		043014		D N	OFFICE SUPPLIES	101.41402.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	26.70		043014		D N	OFFICE SUPPLIES	101.41403.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	18.85		043014		D N	OFFICE SUPPLIES	101.41403.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	32.63		043014		D N	OFFICE SUPPLIES	101.41404.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	143.12		043014		D N	OFFICE SUPPLIES	101.41404.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	0.53		043014		D N	OFFICE SUPPLIES	101.41405.0220

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
OFFICE SERVICES			000589											
	39559	05/15/14	PHOTO COPIES 3/12-4/15	24.00		043014		D	N				OFFICE SUPPLIES	101.41405.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	2.48		043014		D	N				OFFICE SUPPLIES	101.41409.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	5.51		043014		D	N				OFFICE SUPPLIES	101.41409.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	13.35		043014		D	N				OFFICE SUPPLIES	101.41424.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	14.84		043014		D	N				OFFICE SUPPLIES	101.41424.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	73.05		043014		D	N				OFFICE SUPPLIES	101.43417.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	112.49		043014		D	N				OFFICE SUPPLIES	101.43417.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	48.90		043014		D	N				OFFICE SUPPLIES	101.43425.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	100.77		043014		D	N				OFFICE SUPPLIES	101.43425.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	18.30		043014		D	N				OFFICE SUPPLIES	101.45432.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	66.42		043014		D	N				OFFICE SUPPLIES	101.45432.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	22.50		043014		D	N				OFFICE SUPPLIES	413.48451.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	0.68		043014		D	N				OFFICE SUPPLIES	651.48484.0220
	39559	05/15/14	PHOTO COPIES 3/12-4/15	0.26		043014		D	N				OFFICE SUPPLIES	651.48484.0220
			VENDOR TOTAL	1,531.65										
				1,531.65										
														*CHECK TOTAL
ORIENTAL TRADING COMPANY			002421											
	39560	05/15/14	SPECIAL EVENT SUPPLIES	117.50		662788956-01		D	N				GENERAL SUPPLIES	101.45437.0229
PERKINS LUMBER CO INC			000604											
	39561	05/15/14	ROOFING MATERIAL	289.76		403361		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	PARK SHLTR MTCE-PARTS	124.56		403548		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	SCREWS FOR GAZEBO	39.75		403730		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	WOOD FOR GAZEBO	9.06		403777		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	BLEACHER DECKING REPAIR	34.96		403800		D	N				MTCE. OF STRUCTU	101.45433.0225
	39561	05/15/14	ROOFING MATERIAL	663.51		403836		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	NAIL GUN	239.99		403927		D	N				SMALL TOOLS	101.43425.0221
	39561	05/15/14	NAILS/BLADES	43.78		403929		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	PARK SHLTR MTCE-PARTS	11.49		404141		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	SHEETROCK-GREEN SHELTER	9.92		404158		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	EDGING-COLLEGEVIEW SHLTR	35.70		404331		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	ROOFING MATERIAL	169.96		404705		D	N				MTCE. OF STRUCTU	101.43425.0225
	39561	05/15/14	ROOFING MATERIAL	853.29		404867		D	N				MTCE. OF STRUCTU	101.43425.0225
			VENDOR TOTAL	2,525.73										
				2,525.73										
														*CHECK TOTAL
PEST PRO II			001968											
	39562	05/15/14	PROFESSIONAL SERVICES	36.00		14602		D	N				PROFESSIONAL SER	101.45435.0446
RAILROAD MANAGEMENT CO I			002582											
	39563	05/15/14	SEWER PIPELINE LEASE	1,127.67		308481		D	N				RENTS	101.43425.0440
ROOF 1 - RBR INC			002649											
	39564	05/15/14	ROOF REPAIR-LABOR	481.04		14089		D	N				MTCE. OF STRUCTU	101.42412.0335
S.W. VAC			003076											
	39565	05/15/14	REMOVED SAND-POOL FLTR	1,275.30		040314		D	N				MTCE. OF OTHER I	101.45437.0336

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
SCHILLER/LARRY			.02099											
	39566	05/15/14	WOOD FOR SPECIAL PROJECT	26.37		041714		D	N				GENERAL SUPPLIES	101.45435.0229
SCHWIETERS			003031											
	39567	05/15/14	#121323 REPAIR-PARTS	63.84		100776		D	N				MTCE. OF EQUIPME	101.42411.0224
	39567	05/15/14	#121323 REPAIR-LABOR	324.00		100776		D	N				MTCE. OF EQUIPME	101.42411.0334
			VENDOR TOTAL	387.84		*CHECK TOTAL								
SERVICE CENTER/CITY			OF W	000685										
	39568	05/15/14	GAS-86.24 GALLONS	291.86		STMT/4-14		D	N				MOTOR FUELS AND	101.41402.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	75.00		STMT/4-14		D	N				MTCE. OF EQUIPME	101.41402.0224
	39568	05/15/14	GAS-48.12 GALLONS	162.71		STMT/4-14		D	N				MOTOR FUELS AND	101.41408.0222
	39568	05/15/14	EQUIPMENT REPAIR-OIL	59.50		STMT/4-14		D	N				MOTOR FUELS AND	101.42411.0222
	39568	05/15/14	GAS-2011.28 GALLONS	6,804.02		STMT/4-14		D	N				MOTOR FUELS AND	101.42411.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	1,480.41		STMT/4-14		D	N				MTCE. OF EQUIPME	101.42411.0224
	39568	05/15/14	EQUIPMENT REPAIR-OIL	13.60		STMT/4-14		D	N				MOTOR FUELS AND	101.42412.0222
	39568	05/15/14	DIESEL-122.19 GALLONS	398.41		STMT/4-14		D	N				MOTOR FUELS AND	101.42412.0222
	39568	05/15/14	GAS-71.76 GALLONS	242.60		STMT/4-14		D	N				MOTOR FUELS AND	101.42412.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	36.07		STMT/4-14		D	N				MTCE. OF EQUIPME	101.42412.0224
	39568	05/15/14	GAS-77.48 GALLONS	262.41		STMT/4-14		D	N				MOTOR FUELS AND	101.43417.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	25.17		STMT/4-14		D	N				MTCE. OF EQUIPME	101.43417.0224
	39568	05/15/14	EQUIPMENT REPAIR-OIL	319.90		STMT/4-14		D	N				MOTOR FUELS AND	101.43425.0222
	39568	05/15/14	DIESEL-2136.82 GALLONS	6,917.74		STMT/4-14		D	N				MOTOR FUELS AND	101.43425.0222
	39568	05/15/14	GAS-985.43 GALLONS	3,334.39		STMT/4-14		D	N				MOTOR FUELS AND	101.43425.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	1,171.80		STMT/4-14		D	N				MTCE. OF EQUIPME	101.43425.0224
	39568	05/15/14	GAS-59.64 GALLONS	201.88		STMT/4-14		D	N				MOTOR FUELS AND	101.45433.0222
	39568	05/15/14	DIESEL-319.53 GALLONS	1,037.76		STMT/4-14		D	N				MOTOR FUELS AND	651.48485.0222
	39568	05/15/14	EQUIPMENT REPAIR-OIL	32.30		STMT/5-14		D	N				MOTOR FUELS AND	101.42411.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	122.61		STMT/5-14		D	N				MTCE. OF EQUIPME	101.42411.0224
	39568	05/15/14	EQUIPMENT REPAIR-OIL	11.90		STMT/5-14		D	N				MOTOR FUELS AND	101.42412.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	94.60		STMT/5-14		D	N				MTCE. OF EQUIPME	101.42412.0224
	39568	05/15/14	EQUIPMENT REPAIR-OIL	219.10		STMT/5-14		D	N				MOTOR FUELS AND	101.43425.0222
	39568	05/15/14	EQUIPMENT REPAIR-PARTS	234.67		STMT/5-14		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	23,550.41		*CHECK TOTAL								
SMEBY/ROSS			002570											
	39569	05/15/14	MILEAGE 4/1-4/30/14	160.16		051414		D	N				TRAVEL-CONF.-SCH	101.41409.0333
STATE TREASURER'S OFFICE			001451											
	39570	05/15/14	AUCTION PROCEEDS	495.00		051214		D	N				OTHER SERVICES	101.41428.0339
STATEWIDE DISTRIBUTING I			000718											
	39571	05/15/14	KLEENEX/TOILET TISSUE	112.00		098073		D	N				GENERAL SUPPLIES	230.43430.0229
STAPP MFG			003078											
	39572	05/15/14	2014 TAR DISTRIBUTOR	41,296.00		46196		D	N				FURNITURE AND EQ	450.43425.0552

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
STERLING WATER-MINNESOTA			000188											
	39573	05/15/14	SOFTENER RENTAL	30.75		112508-9/3-14		D	N				RENTS	101.45435.0440
	39573	05/15/14	SOFTENER RENTAL	31.75		112508-9/4-14		D	N				RENTS	101.45435.0440
				62.50	*CHECK	TOTAL								
			VENDOR TOTAL	62.50										
SW - WEST CNTRL SERVICES			000892											
	39465	05/14/14	HEALTH INSURANCE-JUNE	4,061.00		C275		D	N				EMPLOYER INSUR.	101.41400.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	5,303.50		C275		D	N				EMPLOYER INSUR.	101.41402.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	3,101.50		C275		D	N				EMPLOYER INSUR.	101.41403.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	4,007.50		C275		D	N				EMPLOYER INSUR.	101.41404.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	4,874.00		C275		D	N				EMPLOYER INSUR.	101.41405.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	1,350.50		C275		D	N				EMPLOYER INSUR.	101.41409.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	357.00		C275		D	N				EMPLOYER INSUR.	101.41424.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	7,008.00		C275		D	N				RETIRED EMPLOYEE	101.41428.0818
	39465	05/14/14	HEALTH INSURANCE-JUNE	28,977.75		C275		D	N				INS. PASS THROUG	101.41428.0819
	39465	05/14/14	HEALTH INSURANCE-JUNE	43,361.00		C275		D	N				EMPLOYER INSUR.	101.42411.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	2,645.50		C275		D	N				EMPLOYER INSUR.	101.42412.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	8,251.62		C275		D	N				EMPLOYER INSUR.	101.43417.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	23,514.93		C275		D	N				EMPLOYER INSUR.	101.43425.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	766.60		C275		D	N				EMPLOYER INSUR.	101.45432.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	5,501.50		C275		D	N				EMPLOYER INSUR.	101.45433.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	784.20		C275		D	N				EMPLOYER INSUR.	101.45435.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	865.60		C275		D	N				EMPLOYER INSUR.	101.45437.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	12,685.30		C275		D	N				EMPLOYER INSUR.	651.48484.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	1,428.00		C275		D	N				EMPLOYER INSUR.	651.48485.0114
	39465	05/14/14	HEALTH INSURANCE-JUNE	1,428.00		C275		D	N				EMPLOYER INSUR.	651.48486.0114
				160,273.00	*CHECK	TOTAL								
			VENDOR TOTAL	160,273.00										
TALLMAN/TABITHA			.02128											
	39574	05/15/14	REFUND-CANCELLED SOCCER	30.00		050614		D	N				REFUNDS AND REIM	101.41428.0882
TIRES PLUS			000747											
	39575	05/15/14	REMOV./INST. TIRES-PARTS	4.00		250028		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	36.00		250028		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-PARTS	4.00		250038		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	36.00		250038		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-PARTS	4.00		250045		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	36.00		250045		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-PARTS	4.00		250061		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	36.00		250061		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-PARTS	1.00		250062		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	21.00		250062		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-PARTS	4.00		250078		D	N				MTCE. OF EQUIPME	101.42411.0224
	39575	05/15/14	REMOV./INST. TIRES-LABOR	36.00		250078		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	REMOV./INST. TIRES-LABOR	17.00		250269		D	N				MTCE. OF EQUIPME	101.42411.0334
	39575	05/15/14	TIRE REPAIR-LABOR	13.00		250778		D	N				MTCE. OF EQUIPME	101.42411.0334

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
TIRES PLUS			000747							
	39575	05/15/14	TIRE REPAIR-LABOR	36.00		250790		D N	MTCE. OF EQUIPME	101.42411.0334
				288.00	*CHECK	TOTAL				
			VENDOR TOTAL	288.00						
TORKELSON'S LOCK SERVICE			002583							
	39576	05/15/14	REPAIR PANIC BAR-LABOR	57.00		1513081		D N	MTCE. OF STRUCTU	101.45427.0335
TOSHIBA FINANCIAL SERVIC			000218							
	39577	05/15/14	COPIER LEASE AGRMT	113.00		050714		D N	RENTS	101.42412.0440
TRAVEL GUIDES FREE			002717							
	39578	05/15/14	TRAVEL GUIDE AD	18.81		19032		D N	OTHER CHARGES	208.45010.0449
VANDER HAGEN/DUSTIN			002316							
	39579	05/15/14	GANG CONFERENCE	58.00		573		D N	TRAVEL-CONF.-SCH	101.42411.0333
WEST CENTRAL TRIBUNE			000807							
	39580	05/15/14	HEARING-TAX INCR. PLAN	225.00		DI03129503		D N	PRINTING AND PUB	101.41401.0331
	39580	05/15/14	HEARING-AMEND MUN DEV	234.00		DI03129504		D N	PRINTING AND PUB	101.41401.0331
	39580	05/15/14	AUCTION VEHICLE LISTING	492.00		DI03129508		D N	OTHER SERVICES	101.41428.0339
	39580	05/15/14	DISTRACTED DRIVING AD	121.20		36969/4-14		D N	ADVERTISING	800.42411.0447
				1,072.20	*CHECK	TOTAL				
			VENDOR TOTAL	1,072.20						
WESTBROOK/LISA			.02129							
	39581	05/15/14	REFUND-CANCELLED SOCCER	30.00		050614		D N	REFUNDS AND REIM	101.41428.0882
WILLMAR AUTO VALUE			002689							
	39582	05/15/14	#016749-FUEL PUMP	189.04		22083923		D N	MTCE. OF EQUIPME	101.43425.0224
	39582	05/15/14	ELEC. TERMINALS	2.99		22085229		D N	MTCE. OF EQUIPME	651.48484.0224
	39582	05/15/14	WHEEL HUB ASSEMBLY	110.99		22085416		D N	INVENTORIES-MDSE	101.125000
	39582	05/15/14	CAR AIR FRESHENERS	21.99		22086063		D N	GENERAL SUPPLIES	101.43425.0229
	39582	05/15/14	AIR CHUCK	5.98		22086327		D N	MTCE. OF EQUIPME	651.48484.0224
	39582	05/15/14	SWAY BAR LINK	36.99		22086577		D N	INVENTORIES-MDSE	101.125000
				367.98	*CHECK	TOTAL				
			VENDOR TOTAL	367.98						
WILLMAR CHAMBER OF COMME			000812							
	39583	05/15/14	DIRECTOR SALARY	4,075.16		STMT/4-14		D N	SALARIES-REG. EM	208.45005.0110
	39583	05/15/14	ASSISTANT SALARY	2,200.00		STMT/4-14		D N	SALARIES-REG. EM	208.45005.0110
	39583	05/15/14	FICA & INSURANCE	1,033.43		STMT/4-14		D N	EMPLOYER PENSION	208.45005.0113
	39583	05/15/14	IRA CONTRIBUTION	188.26		STMT/4-14		D N	EMPLOYER PENSION	208.45005.0113
	39583	05/15/14	PHOTO COPIES-APRIL	31.32		STMT/4-14		D N	OFFICE SUPPLIES	208.45005.0220
	39583	05/15/14	PAYROLL/FLEX FEE	40.36		STMT/4-14		D N	OTHER SERVICES	208.45005.0339
	39583	05/15/14	OFFICE RENT-APRIL	626.61		STMT/4-14		D N	RENTS	208.45005.0440
	39583	05/15/14	SYMANTEC PROTECT RENEWAL	50.78		39967		D N	COMMUNICATIONS	208.45005.0330
				8,245.92	*CHECK	TOTAL				
			VENDOR TOTAL	8,245.92						



ACS FINANCIAL SYSTEM  
05/15/2014 10:14:34

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR  
GL540R-V07.24 PAGE 19

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ZEE MEDICAL SERVICE										
			000839							
	39593	05/15/14	FIRST AID SUPPLIES	275.75		54160350		D N	SUBSISTENCE OF P	101.45433.0227
	39593	05/15/14	FIRST AID SUPPLIES	211.10		54160357		D N	SUBSISTENCE OF P	101.43425.0227
				486.85						
						*CHECK TOTAL				
			VENDOR TOTAL	486.85						

ACS FINANCIAL SYSTEM  
05/15/2014 10:14:34

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

CITY OF WILLMAR  
GL540R-V07.24 PAGE 20

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				564,391.94										

RECORDS PRINTED - 000495

ACS FINANCIAL SYSTEM  
05/15/2014 10:14:34

Vendor Payments History Report

CITY OF WILLMAR  
GL060S-V07.24 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	308,404.82
205	INDUSTRIAL DEVELOPMENT	20,583.22
208	CONVENTION & VISITORS BUREAU	14,702.87
230	WILLMAR MUNICIPAL AIRPORT	46,541.81
413	S.A.B.F. - #2013	22.50
414	S.A.B.F. - #2014	94.34
450	CAPITAL IMPROVEMENT FUND	57,794.11
651	WASTE TREATMENT	108,792.58
741	OFFICE SERVICES	184.02
800	LAW ENFORCEMENT FORFEITURE	7,271.67
TOTAL ALL FUNDS		564,391.94

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	564,391.94
TOTAL ALL BANKS		564,391.94

**BOARD OF ZONING APPEALS  
CITY OF WILLMAR, MN  
MONDAY, MAY 12, 2014**

**MINUTES**

1. The Willmar Board of Zoning Appeals met on Monday, May 12, 2014 at 5:00 p.m. at the City Office Building.

**\*\* Members Present:** Ross Magnuson, Jeff Kimpling, Jay Lawton, Andrew Bjur, and Jim Rudnick.

**\*\* Members Absent:** Beverly Dougherty, Larry Brown

**\*\* Others Present:** Brandon Pietsch, Tu-Anh Bui, Rick Moore, and Megan M. DeSchepper- Planner.

2. BETHESDA BUILDING AND PARKING SETBACK VARIANCE-FILE NO. 14-02:  
The public hearing opened at 5:02 p.m. Rick Moore, of Horty and Elving and Associates, presented the variance requests on behalf of Bethesda for building and parking setbacks on property legally described as follows: Lot 1, Block 1, Bethesda Nursing Home Addition, AND Lot 1 & Lot 2, Block 1, Bethesda Nursing Home Second Addition (901 Willmar Ave. SE, 1015 Willmar Ave. SE, 9<sup>th</sup> St. SE, & 12<sup>th</sup> St. SE). The setback requests are as follows: building addition "A" at 20.04' on one corner and 25' at the other, building addition "B" at 20', building addition "C" at 20.15', AND parking setbacks of 0' at the northwest parking lot off of 11<sup>th</sup> Ave. SE r-o-w, varying setback in the northwest parking lot off of the 9<sup>th</sup> St. SE r-o-w from 11.21', 11.41', 11.59' and 12.07', 0' setback in the northwest parking lot along the east property line and 0' setback along the service road behind building addition "A", the drive up lane to building addition "A" is at 0' and partly in the 9<sup>th</sup> St. SE r-o-w, the parking lot in the southeast corner of the property is at a 9.10' and 6.99' off of the Willmar Ave. SE r-o-w, and 0' off of the southeast parking lot from the 12<sup>th</sup> St. SE r-o-w.

Mr. Moore explained that the existing facility is at a 20' setback along the west property line parallel with 9<sup>th</sup> St. SE, so the other building additions are in keeping with that existing setback. They are trying to accommodate as much onsite parking as possible, to ensure there is ample space for all employees, residents, and guests. The biggest parking demand is during shift changes. There will be a total of 248 beds on the campus, and 262 parking spaces. In the two areas where they are requesting the 0' setback for the parking lots there will still be the entire r-o-w from property line to back of curb will be green space.

There being no further comments from the public the hearing was closed at 5:25 p.m.

The Board discussed the parking area at a 0' setback on the east side of the property parallel with future 12<sup>th</sup> St. SE. They wanted to ensure there would be room for a

sidewalk. Mr. Moore stated that the east parking lot will actually be about 4' below grade so vehicles will not be that visible from the street.

The Board also talked about concern with the parking lot on the northwest portion of the property that is adjacent to residential homes. The 0' setback was a concern for proximity to residential homes and wondering if others in the area will want to build at that setback too. They talked about landscaping and berming to buffer the parking lot from the residential properties.

Mr. Bjur made a motion, seconded by Mr. Lawton, to approve the variances as requested with the following condition:

- A. That a landscaping plan be submitted for staff review and approval that specifically buffers the parking lots on the northwest corner and southeast corner of the site from adjacent property owners.

The reasoning the Board gave for approving the variance is that the variance is in harmony with the Zoning Ordinance as there are already portions of the building that are at the 20' setback and the precedence has been set. The variance is consistent with the comprehensive plan as the property is zoned R-2 which nursing homes are permitted in with a conditional use permit and this is an expansion of an already existing use. The property is being put to a reasonable manner as this is a building addition to a fully functional facility. The property is unique as it is a campus with a limited amount of space. The variance will not alter the essential character of the locality as it will remain a residential care facility as it's been for some time.

The motion carried.

3. There being no further information to come before the Board the meeting closed at 5:31 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager

**BOARD OF ZONING APPEALS-MAY 12, 2014**

**STAFF COMMENTS**

1. BETHESDA BUILDING AND PARKING SETBACK VARIANCE- FILE NO. 14-02:

- The applicant is Bethesda, Willmar, MN.
- The applicant requests building and parking setback variances to allow for building additions and parking lot expansion to accommodate 125 new nursing home beds in various locations on campus on property described as follows: Lot 1, Block 1, Bethesda Nursing Home Addition, AND Lot 1 & 2, Block 1, Bethesda Nursing Home Second Addition (901 Willmar Ave. SE, 1015 Willmar Ave. SE, 9<sup>th</sup> St. SE, & 12<sup>th</sup> St. SE)
- The setback requests are as follows: building addition "A" at 20.04' on one corner and 25' at the other, building addition "B" at 20', building addition "C" at 20.15', AND parking setbacks of 0' at the northwest parking lot off of 11<sup>th</sup> Ave. SE r-o-w, varying setback in the northwest parking lot off of the 9<sup>th</sup> St. SE r-o-w from 11.21', 11.41, 11.59' and 12.07', 0' setback in the northwest parking lot along the east property line and 0' setback along the service road behind building addition "A", the drive up lane to building addition "A" is at 0' and partly in the 9<sup>th</sup> St. SE r-o-w, the parking lot in the southeast corner of the property is at a 9.10' and 6.99' off of the Willmar Ave. SE r-o-w, and 0' off of the southeast parking lot from the 12<sup>th</sup> St. SE r-o-w.
- The property is zoned R-2 and the Nursing Home use is permitted with a Conditional Use Permit.
- Zoning Ordinance requires 30' front yard setback off any r-o-w, 15' parking setback is required from r-o-w, and the parking setback off of interior lot lines is 10'.
- To simplify or summarize the variances to the minimum setback request per property line is as follows: north property line 0' parking setback, west property line 20.04' building setback and 0' parking setback, south property line 20.00' building setback and 6.99' parking setback, and east property line 0' parking setback.

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



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

**Agenda Item Number:** 8

**Meeting Date:**

**Attachments:** Yes No **X**

**CITY COUNCIL ACTION**

**Date:**

- Approved     Denied  
 Amended     Tabled  
 Other

**Originating Department:** Fire

**Agenda Item:** Oath of Office for three firefighters who have completed their 1 year probationary period.

**Recommended Action:** Receive for information

**Background/Summary:** Oath of Office for a probationary firefighter is a milestone in a firefighter's career. This momentous event signifies a tremendous amount of time and dedication each firefighter has committed over the last year.

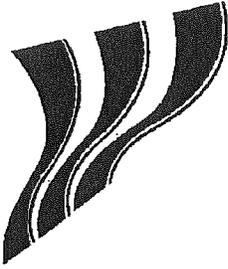
**Alternatives:** N/A

**Financial Considerations:** N/A

**Preparer:** Fire Chief Gary Hendrickson

**Signature:**

**Comments:**



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9

Meeting Date:

Attachments: Yes No X

CITY COUNCIL ACTION

Date:

- Approved     Denied  
 Amended     Tabled  
 Other

Originating Department: Fire

**Agenda Item:** Recognition of Jordan Hanson as a Honorary Member of the Willmar Fire Department for his tireless commitment to serve the fire department throughout the 2014 school year.

**Recommended Action:** Receive for information

**Background/Summary:** Focus house is a program within Willmar public schools that allows students transitional training beyond meeting graduation requirements, 18 to 21 year old students from local school districts attend this program to further their skills in home and daily living, prevocational skills, rec and leisure skills and community participation. With the vocational piece comes the opportunity for 120 hours of work based learning experiences in which students build the skills needed to find maintain and advance in their opportunities. Students are linked to opportunities based upon skill levels and interests. Support is provided to the employers of these sites during this time via job coaches.

**Alternatives:** N/A

**Financial Considerations:** N/A

**Preparer:** Fire Chief Gary Hendrickson

**Signature:**

**Comments:**

## FINANCE COMMITTEE

### MINUTES

The Finance Committee of the Willmar City Council met on Monday, May 12, 2014, in Conference Room No. 1 at the City Office Building.

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

Others present: City Administrator Charlene Stevens, Finance Director Steve Okins, City Clerk Kevin Halliday, Rice Memorial Hospital Representatives Mike Schramm and Bill Fenske, Dan Groothuis, Mayor Frank Yanish, Council Member Bruce DeBlicek, "West Central Tribune" Journalist David Little, and Accounting Supervisor Carol Cunningham.

Item No. 1      Call to Order

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

Item No. 2      Public Comments

There were no comments from the public.

Item No. 3      Rice Memorial Hospital 03/31/14 Financial Report (Information)

Bill Fenske, CFO of Rice Hospital, presented the committee with the 03/31/14 Financial Report, which reflects a year to date net operating loss of \$2,485,994. The month of March generated a loss of \$99,638 which is an improvement from February's net loss of \$1,153,480 and January's net loss of 1,232,876. The primary contributing factors of increased outpatient activity helped improve the Hospital's financial performance. Discussion included accounts receivable issues, the shift in Payer Mix to more governmental sources and less commercial sources, and efforts to recruit more specialized physicians for the hospital, particularly orthopedists. This matter was received for information.

Item No. 4      Groothuis Land Lease Request (Information)

Staff explained that Dan Groothuis, prior owner of land northwest of the new airport runway, has inquired of various Council Members whether special bidding criteria could be given to land owners who lost acreage from the eminent domain taking of land. Mr. Groothuis was present to express his desire to have negotiated rental rates or rights of first refusal after bids are solicited. After considerable discussion, it was the consensus of the Committee that there should be no change in how staff conducts the land rental procedure.

Item No. 5      Increase Lakeland Drive Bike Path Budget (Resolution)

Staff explained that Bill Latham of WM Latham Appraisals, under contract with the City for \$29,500, has concluded the appraisal of the Lakeland Drive SE Bike Trail project. Initial Permanent and Temporary Easement Values were estimated at \$40,500 but the total appraised value returned by Mr. Latham totals \$85,450. Consequently, an additional \$45,000 needs to be allocated from the Industrial Development Fund in order to complete the project of purchasing the necessary easements. It was noted that the Temporary Easement deadline is two years from the purchase; subsequently, it was determined that the Temporary Easements should be purchased in September to allow for two construction seasons to complete the project.

Following discussion Council Member Fagerlie moved to introduce a resolution increasing the Lakeland Drive Bike Path Budget by \$45,000 allocated from the Industrial Development Fund to enable completion of the required easement purchase for the Lakeland Drive SE Bike Trail project. Council Member Nelsen seconded the motion which carried.

Item No. 6      2015 Proposed Budget Calendar (Motion)

Staff reviewed with the Committee the proposed 2015 Budget Calendar. Mayor Yanish stated he had no questions or concerns regarding this 2015 calendar.

Following discussion Council Member Fagerlie moved to approve the 2015 Budget Calendar as presented. Council Member Johnson seconded the motion which carried.

Item No. 7      2014 Street Improvement Financing (Information)

Staff provided to the Committee a tentative budget calendar for the 2014 Street Improvement Project and reported that there are ongoing discussions with local lending institutions for possible alternatives to normal bonding procedures for street improvement financing. Preliminary information reflects little additional costs using local financing which would provide the benefit of utilizing local dollars. It was the consensus of the Committee that staff should continue to pursue these local financing alternatives.

Item No. 8      Ditch Maintenance Funding – Public Works (Information)

Staff explained to the Committee that the City has received invoices for ditch repairs within the City limits in the amount of \$156,270.29, however, the 2014 Budget includes only \$20,000 for these repairs. It is being proposed that the remaining \$136,271 be funded through the Surface Water Management Budget. These invoiced costs being levied are based on the prior year's expenses and are previous to the Redetermination of Benefits of County Ditches dated April 1, 2014. It was noted that future expenses for routine maintenance and repairs will be considerably less. Council Member Johnson asked if there is a procedure for objecting to the cost of the ditch maintenance. Chair Anderson also questioned whether or not the City could contest the cost and asked staff to research other funding sources.

Following discussion Council Member Nelsen moved to table this matter until the next Finance Committee meeting to allow staff an opportunity to determine the process, if any, for contesting the charges and to look into other possible funding sources for these costs. Council Member Fagerlie seconded the motion which carried.

Item No. 9      Sign Reflectivity Reallocation (Resolution)

Staff explained that the 2014 Capital Improvement Program includes \$25,000 designated for Sign Retro-Reflectivity by federal mandate; however, this is considered annual maintenance and not a capital project that requires fixed asset tracking. Subsequently, it is being requested that these funds be reallocated into the 2014 Public Works Maintenance of Other Improvements Operating Budget.

Following discussion Council Member Nelsen moved to introduce a resolution reallocating \$25,000 from the 2014 Capital Improvements Budget to the 2014 Public Works Maintenance of Other Improvements Operating Budget for Sign Retro-Reflectivity maintenance. Council Member Johnson seconded the motion which carried.

Item No. 10      Old Business (Information)

There was no old business.

Item No. 11      New Business (Information)

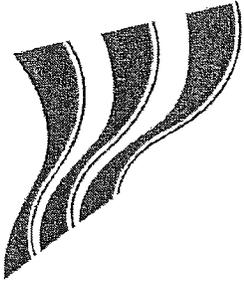
There was no new business.

There being no further business to come before the Committee, the meeting was adjourned at 6:06 p.m. by Chair Anderson.

Respectfully submitted,



Carol Cunningham  
Accounting Supervisor



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: May 12, 2014

Attachments:  Yes No

CITY COUNCIL ACTION

Date: May 19, 2014

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

Originating Department: Finance

Agenda Item: Rice Memorial Hospital 03/31/2014 Financial Report

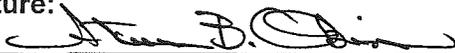
Recommended Action: Receive and review the financial report as of 03/31/14 for Rice Memorial Hospital.

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

Alternatives: N/A

Financial Considerations: Review Financial Status.

Preparer: Steve Okins, Finance Director

Signature: 

Comments:

Rice Memorial Hospital  
Financial Statements  
March 31, 2014

Executive Summary

March was a negative month in terms of financial performance compared to targeted performance but significantly better than the last couple of months. Rice generated a loss of \$99,000 from operations in March with the primary contributing factors of increased outpatient activity that helped improve financial performance. Total Operating Revenues were 3.0% greater than the prior three-month average while Net Operating Expenses were 5.6% less than the prior three-month average. YTD activity continued to be negative with the YTD Operating Loss at \$2.4 million compared to last year's YTD loss of \$1.2 million. Lower than projected activity and a negative net revenue variance of 10.2% was greater than the 4.8% expense reduction, thus contributing to the negative performance.

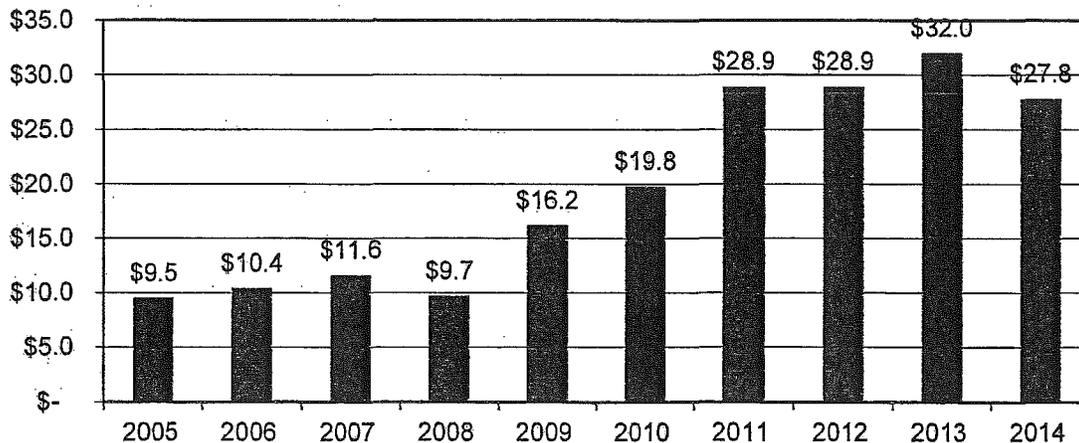
Here is a summary of key financial indicators:

	<u>Actual</u>	<u>Target</u>	<u>2013</u>	<u>2012</u>	<u>Benchmark</u>	<u>Actual - YTD</u>	<u>Desired</u>
Operating Margin-Month	-1.3%	2.0%	-			↓	↑
Operating Margin-YTD	-11.8%	2.0%	-3.2%	1.4%	2.2%	↓	
Excess Margin-Month	-1.8%	2.5%				↓	
Excess Margin-YTD	-10.4%	2.5%	-3.6%	2.4%	2.8%	↓	
EBIDA Margin-Month	10.3%	12.6%				↔	
EBIDA Margin-YTD	0.9%	12.6%	7.0%	11.6%	10.8%	↓	
Debt/Capitalization	46.0%	43.3%	46.3%	43.3%	38.7%	↑	↓
Net Days of Receivables	57	46	52	64	46	↔	↓
Days of Cash	117	117	128	114	131	↔	↑
Cash/Debt	58%	68%	64%	63%	87%	↓	↑

**March 31, 2014 Balance Sheet:**

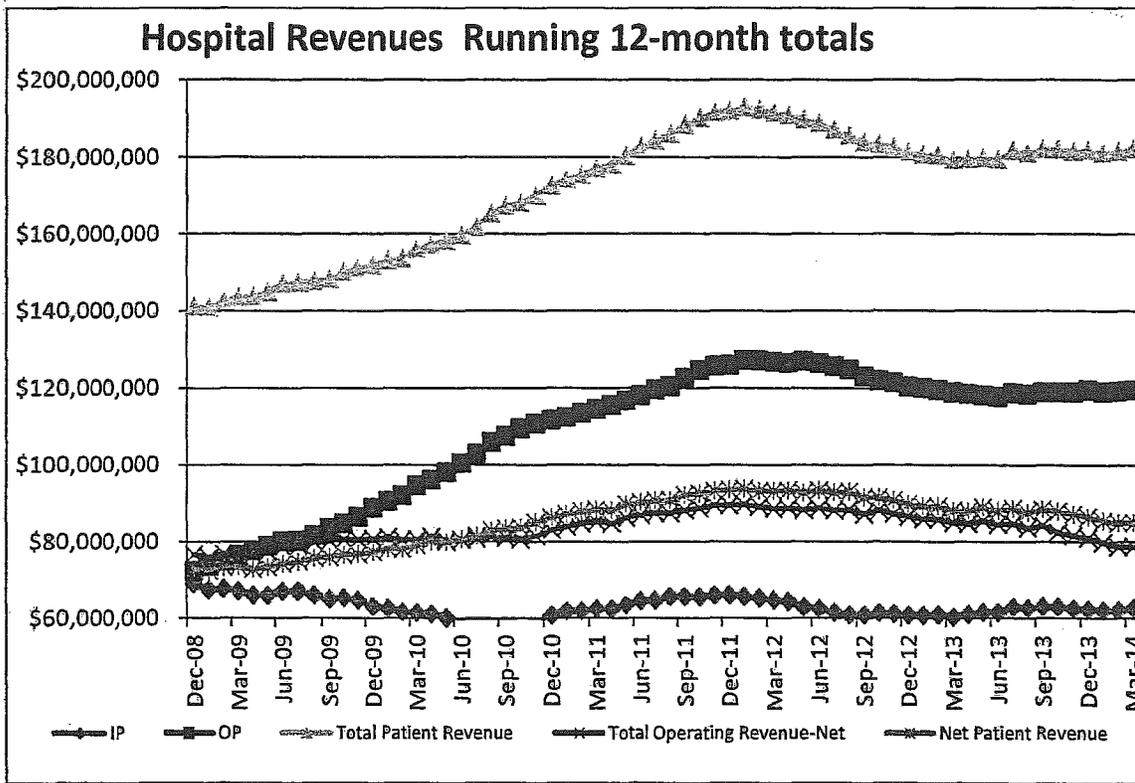
The March Balance Sheet realized a decrease in Net Assets of \$1.8 million from December 31, 2013. Total Assets have decreased \$4.7 million while Total Liabilities have decreased \$2.8 million. The Total Asset decrease was due to a decrease in Current Assets of \$9.5 million; an increase in Assets Limited as to Use of \$22,000; an increase in Property, Plant, and Equipment of \$1.9 million, and an increase in Other Assets of \$2.7 million. The decrease in Current Assets was due to decreases in Cash due to poor financial performance and transfers to Investments. In addition, the February Debt Service payment was made thus decreasing the Trustee Bond Agreement reserves. Property, Plant, and Equipment has increased due to the Care Center Project and Home Medical projects. Other Assets have increased due to General Investment transfers from Cash and the investment in Lake Region Home Medical Supply. Cash & General Investments have decreased \$4.1 million since December 31, 2013 due to negative Operations and the construction project payments. Liabilities have decreased due to the February Debt Service payment.

**Cash & General Investments (\$millions)**

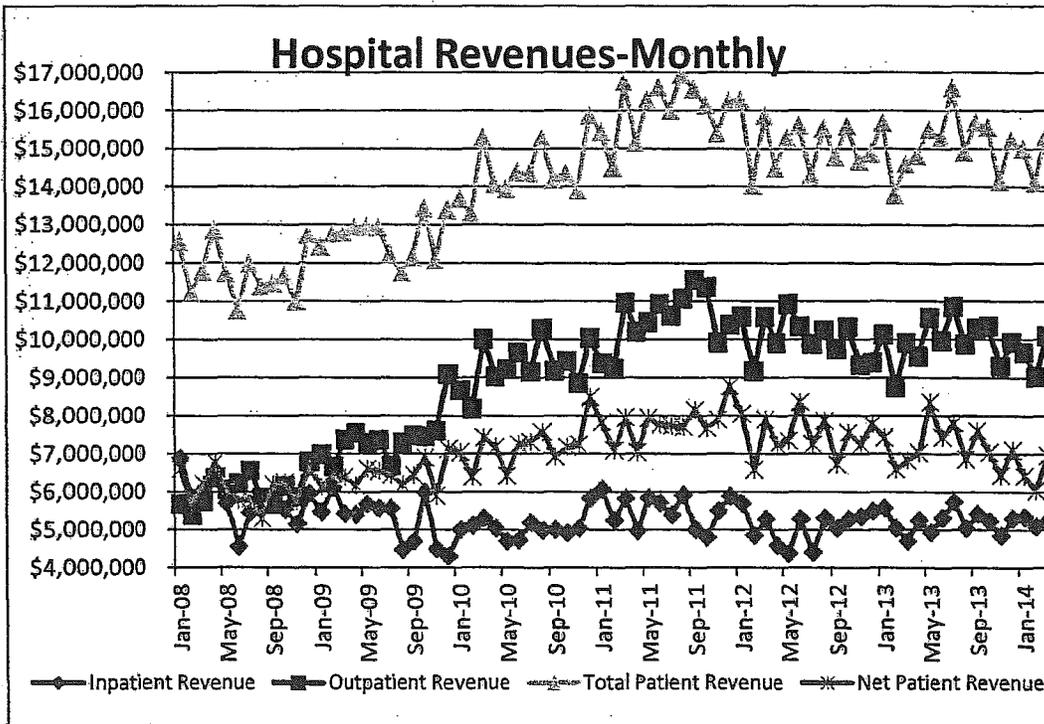


**March 2014 Results:**

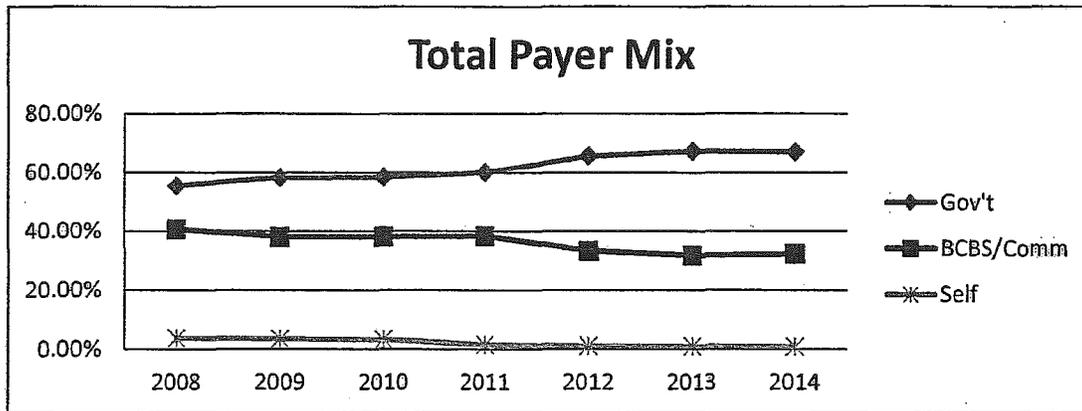
The overall Net Operating Loss was \$99,000 compared to the prior three-month average Operating Loss of \$775,000. Hospital Total Operating Revenues were 5.2% greater than the three-month average with Inpatient Revenues at the average and Outpatient Revenues 5.4% greater than the average. Although Inpatient Revenues were at the average, IP Surgical cases are still lagging projections and last year's activity. Outpatient Revenues increased as the result of higher revenues in Surgery, Laboratory, and Imaging. As shown in the graph below, Total Patient Revenues have been steady for the past year but Total Operating Revenue has continued its downward trend. Care Center Resident Revenues were less than the average by 4.3% while Home Medical revenues were 12.1% less than the average due to lower sales. Overall, Patient Revenues were 3.0% greater than the three-month average.



The following graph is a new graph which depicts the monthly Hospital revenues. This graph demonstrates a couple of trends that are concerning. The Outpatient Revenue line has trended downward the last few months which combined with lower reimbursement rates has pushed the Net Patient Revenue down since the middle of 2013. Fortunately, this point was higher in March and it initially looks to be higher in April, but the downward trend line in Net Patient Revenue has initiated Hospital departments to continually push down on expenses.



Total Deductions from Revenue were 0.3% less than the three-month average even though Patient Revenues were 2.1% greater than the average. The Payer Mix has stabilized in 2014 with the Hospital's reimbursement rate for the month at 45.30% compared to the 2013 rate of 46.57%; a positive revenue variance of \$194,000. Uncompensated Care was 64.5% lower than the average due to lower activity. Bad Debts were 0.4% less than the average.



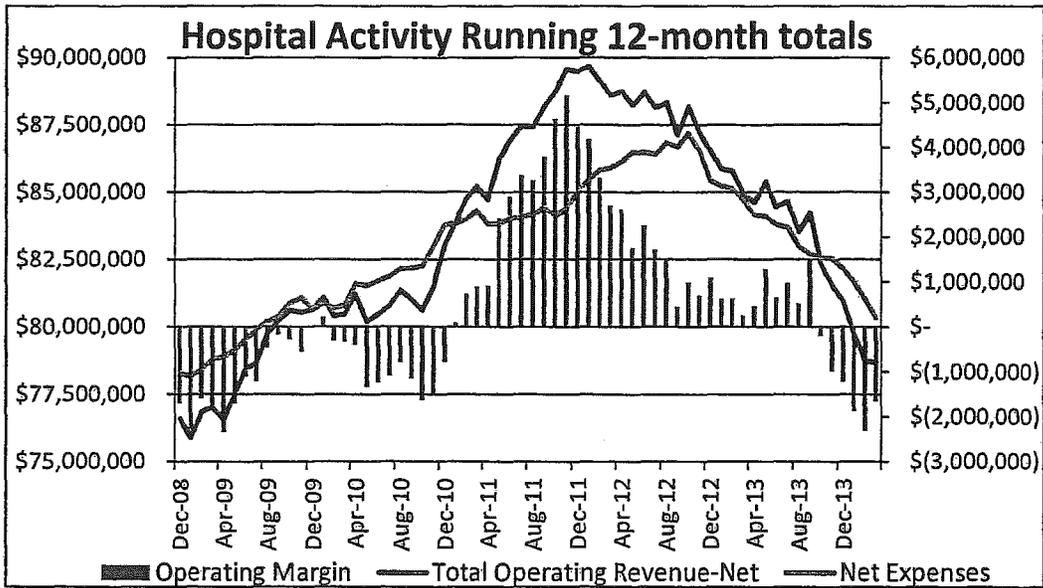
Other operating revenues were 15.8% less than the average due to lower Willmar Medical Services (WMS) profits and lower services sold to other organizations. Net WMS activity at Rice was less than the average by 4.0% due to lower Oncology activity. Total Operating Revenues were \$7.5 million; 3.0% (\$222,000) greater than the three-month average.

Net Expenses were \$7.6 million (same as February), 5.6% (\$453,000) less than the three-month average. Expenses were mostly lower for the month with Salaries 3.2% (\$123,000) greater than average, Contract Labor 10.1% (\$37,000) less than average, and Benefits 23.3% (\$312,000) less than average. Salaries were higher due to increased activity and FTE's; Contract Labor was less due to lower Emergency Room physicians and Care Center contracted services; and Benefits were lower due to decreased health insurance costs. The Hospital Compensation Ratio was 55.6% compared to the target of 51%, a variance of \$290,000. Supplies were 13.4% (\$139,000) less than average due to lower IP Surgical activity and Home Medical Sales. Drugs were 1.8% (\$8,000) greater than average due to increased Hospital activity. Purchased Services were 3.5% lower; Repairs & Rentals 30.3% lower; Utilities 11.1% lower; Insurance 6.4% lower; Patient Related Travel 2.5% greater; Education, Travel, and Dues 11.4% lower; and Other 0.2% lower. Capital Costs were lower with Depreciation 4.1% lower but Interest 6.7% higher. Taxes were 6.8% lower due to decreased collections.

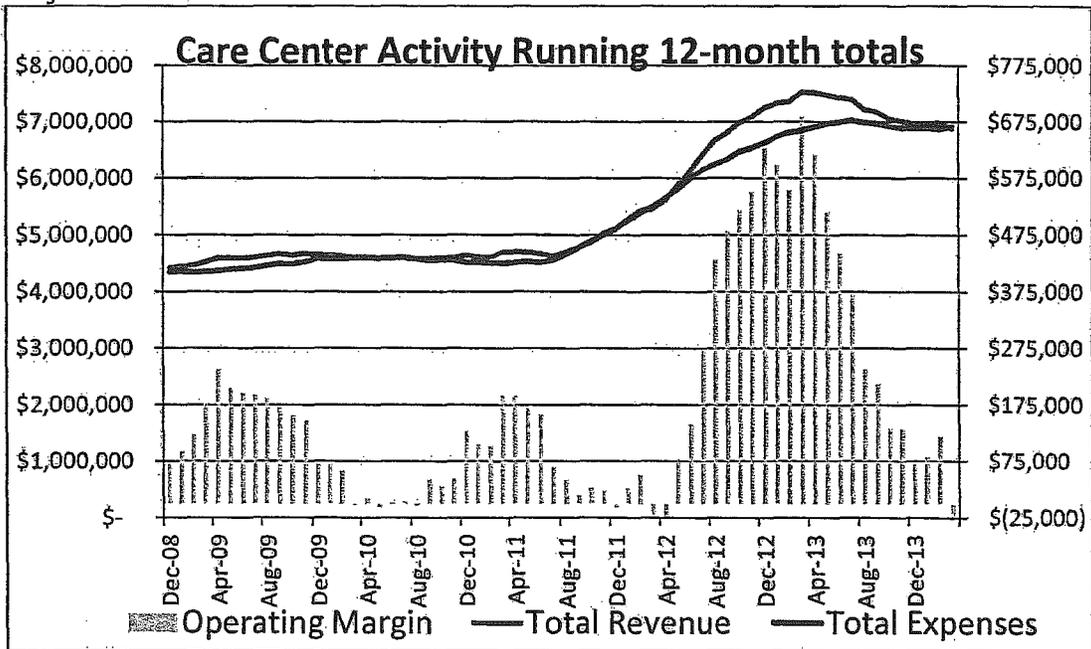
Non-operating activity was lower than the three-month average due to lower Investment Income and Other Losses. The decrease in Investment Income was due to reconciling the activity of funds held by the City of Willmar as Rice does not receive a monthly report of reconciled activity. Unrealized Investments losses were more than double the three-month average due to higher interest rates. Other Losses were due to the disposal of equipment.

The Hospital generated Operating Income of \$116,000 compared to the three-month average Operating Loss of \$532,000. Hospital losses stopped in March with increased

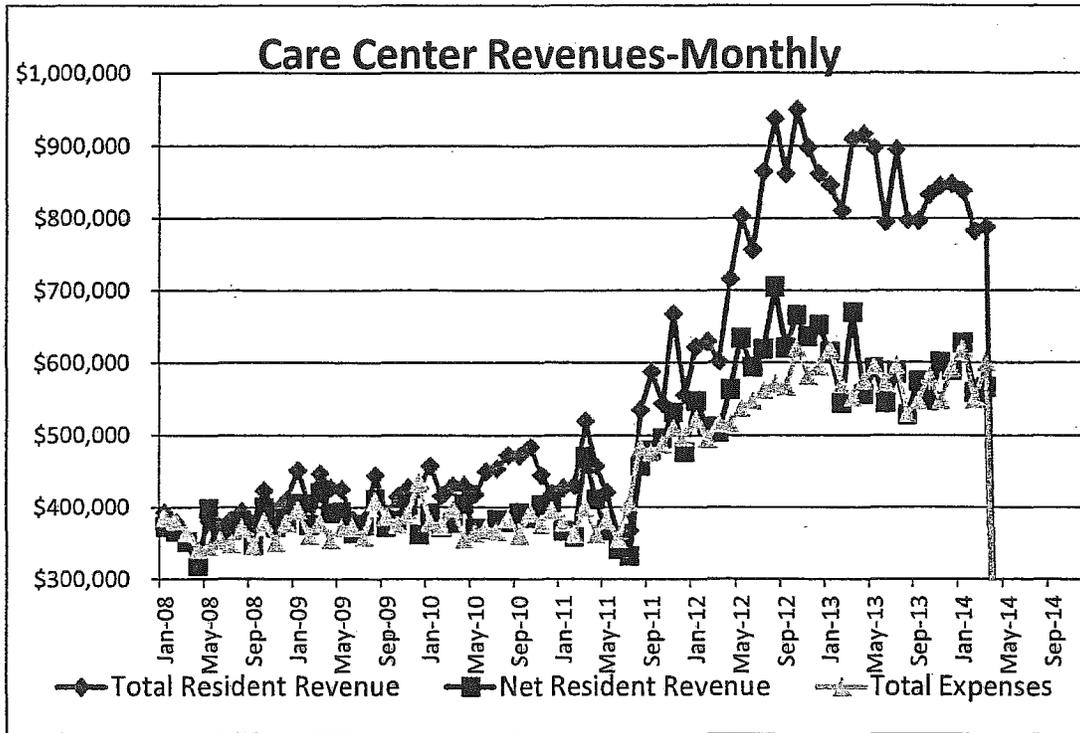
activity but did not totally reverse the downward push over a running 12-month period with the decreases in patient activity and reimbursement.



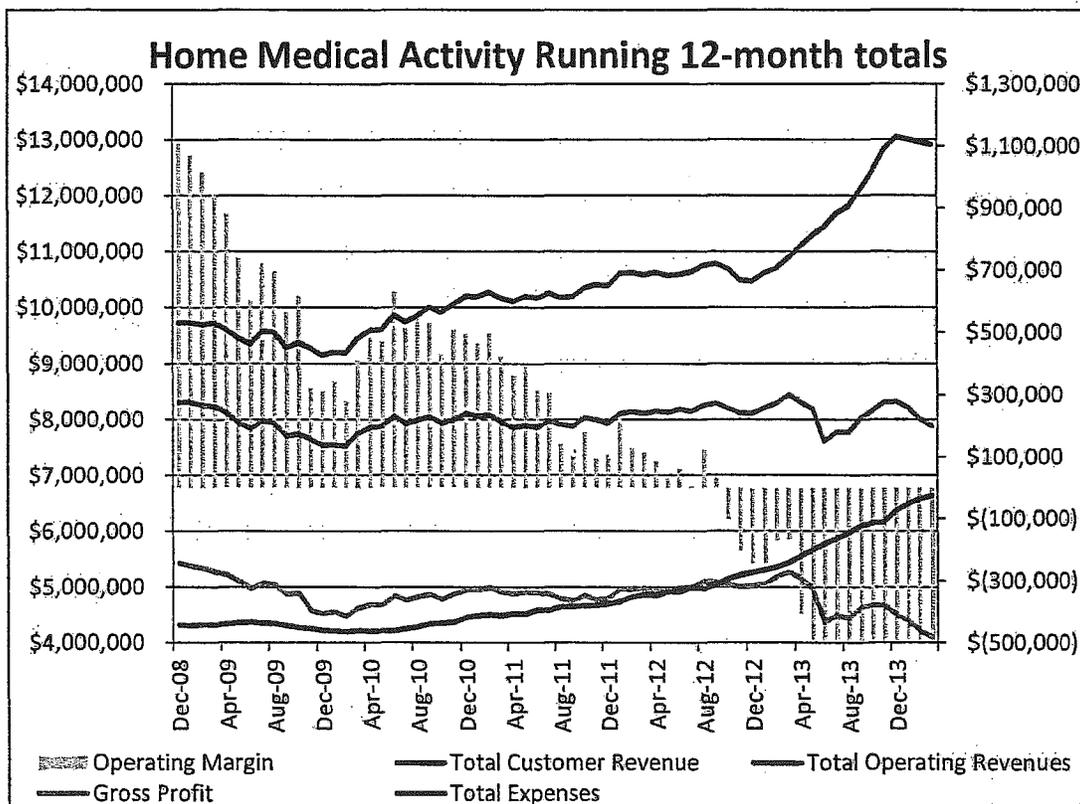
Care Center activity generated an Operating Loss of \$34,000 compared to the three-month average Operating Income of \$5,200 substantially due to lower revenues and an increase in expenses for the month. Activity has been fairly stable over the past few months which will increase in late 2<sup>nd</sup> quarter into the 3<sup>rd</sup> quarter with the opening of Project F and D.



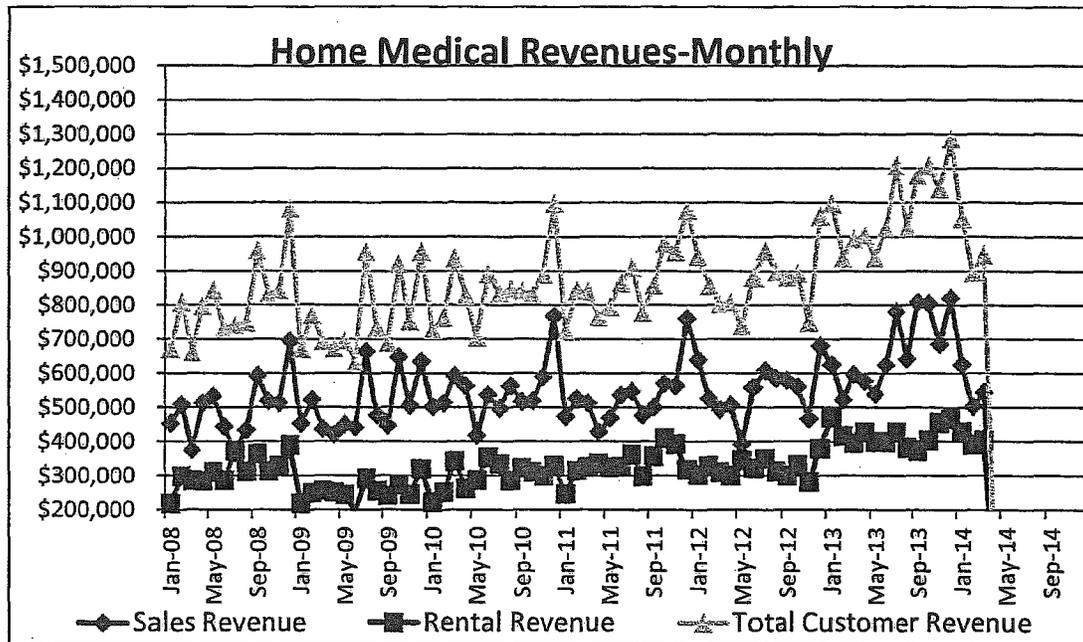
Monthly revenues continue to trend downward due to decreased capacity with the building renovations but this should increase with the opening of the two units.



Home Medical activity generated an Operating Loss of \$182,000 compared to the three-month average Operating Loss of \$248,000. Revenues were significantly below targets and prior months. Expense adjustments have been identified and implemented and continue to be scrutinized for further savings.



Monthly revenues have declined the last couple of months after steady increases throughout 2013. Business picked up some in April exceeding \$1.1 million with Rental Revenues fairly steady over the past few months.



### March YTD Summary

The YTD Operating Loss was \$2.4 million compared to last year's Operating Loss of \$1.2 million and the 2012 YTD Operating Loss of \$576,000. Continued decreased demand for services and lower reimbursement rates has yielded a 10.2% reduction in Total Operating Revenues from 2013 to 2014. Comparing to 2012, Total Operating Revenues have declined 13.9%. Hospital Inpatient Revenues have remained fairly flat over the past three years but Outpatient Revenues continued to decline from prior years, even with the 3% price increases. Care Center Revenues have declined from 2013 by 6.2% due to the lower census but are significantly greater than 2012 and 2011. Home Medical Revenues are 4.3% down from last year but 11.4% greater than 2012.

The Revenue decreases were further compounded by the reimbursement decreases experienced by the Hospital and Home Medical. Consolidated Deductions from Revenues are 6.7% greater than 2013 and 7.6% greater than 2012. This has only compounded the softer revenues and thus Net Revenues are down 6.5% from 2013 and 10.8% from 2012. Further compounding these negative trends was the lower than projected WMS performance, which has pushed Other Operating Revenues lower by 10.4% from 2013 and 12.1% from 2012.

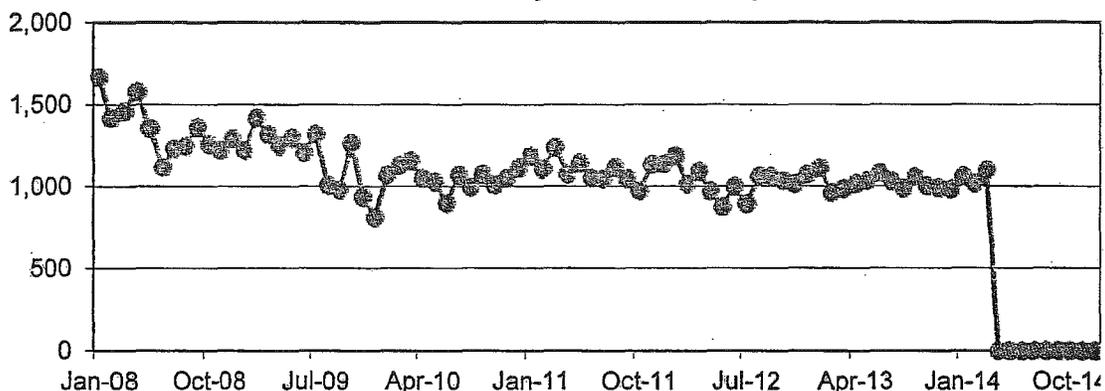
On a positive note, Expenses have also trended downward but not at the same rate as Revenues. 2014 Expenses were 4.8% less than 2013 and 6.0% less than 2012. Expense reductions have been realized in Salaries (0.5%/2013/1.5%/2012), Supplies (8.9%/2.9%), Drugs (17.5%/42.7%), Purchased Services (9.6%/24.0%), Repairs (7.9%/3.3%), Patient Related Travel (13.3%/8.6%), Education & Travel (23.6%/12.2%), and Other (6.9%/20.5%). Expense increases have been realized in Contract Labor (35.4%/11.4%) (ER Physicians and Care Center Therapy), Benefits (7.3%/17.4%) (Health Insurance),

Utilities (11.2%/9.1%), Insurance (8.7%/13.0%), Depreciation (9.3%/12.6%), Interest (9.6%/-18.1%), and Taxes (3.9%/19.7%).

**Statistical and Volume Summary**

Patient days were 68 (6.6%) greater than forecast with admissions 7 (2.5%) less than forecast yielding an increase in length of stay of 8.3%. Compared to the prior year, patient days were 112 (11.4%) greater with admissions 17 (6.4%) greater than last year. The average daily census for the month was 35.4 compared to forecast of 33.2 and 31.7 last year.

**Hospital Patient Days**

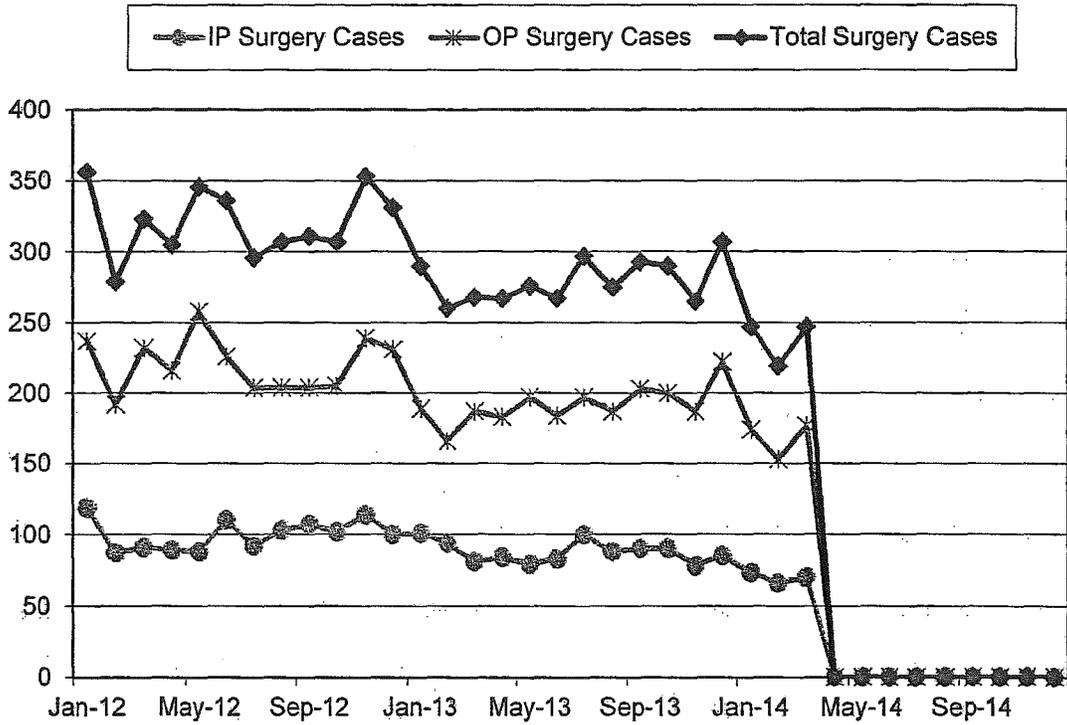


Observation patients were 2.3% less than forecast and 16.6% less than last year. Medicare case mix was 0.2% greater than forecast but the overall case mix was 3.9% less than forecast. Overall activity as measured in adjusted admissions was 1.6% less than forecast and 0.1% less than last year while adjusted patient days were 7.7% greater than forecast and 4.8% greater than last year. Care Center resident days were 1.5% less than forecast with a 59.1 average daily census. A new metric of Care Center case mix has been included which similarly measures acuity or care for the residents. Reimbursement also works similar in that the higher the case mix the higher the reimbursement. Case mix for the month was 0.5% greater than forecast and 0.3% greater than last year.

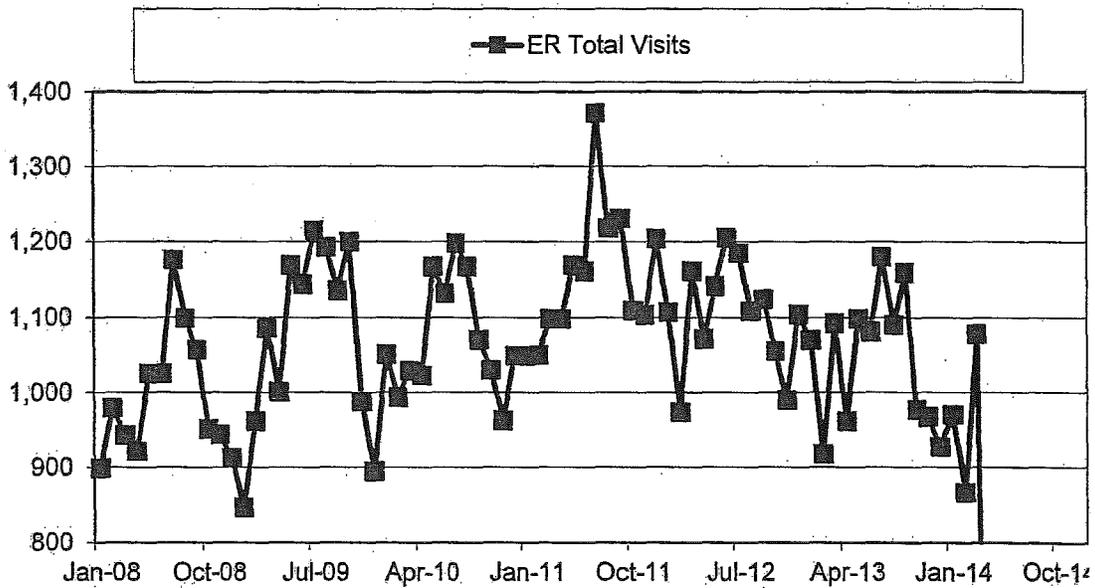
YTD patient days were 88 (2.9%) greater than forecast with admissions 54 (6.2%) less than forecast yielding an increase in length of stay of 9.4%. Compared to the prior year, patient days were 118 (3.9%) greater with admissions 40 (4.7%) less than last year. The average daily census was 35.2 compared to the forecast of 34.3 and 33.9 last year. Observation patients were 12.1% less than forecast and 18.9% less than last year. Medicare case mix was 4.4% greater than forecast and 5.0% greater than last year but the overall case mix was 1.0% less than forecast and 2.5% less than last year. Overall activity as measured in adjusted admissions was 8.1% less than forecast and 6.0% less than last year while adjusted patient days were 0.8% greater than forecast and 2.2% greater than last year. Care Center resident days were 4.1% less than forecast with a 59.4 average daily census and the case mix was 0.8% greater than forecast and 0.6% greater than last year.

Ancillary departments were mixed for the month. Surgery & GI cases were 14.8% less than forecast and 7.8% less than last year. Inpatient activity was 24.7% less than forecast and 13.6% less than last year while Outpatient activity was 10.2% less than forecast and 5.3% less than last year. YTD Surgery cases were 18.0% less than forecast, 12.8% less than 2013, and 18.0% less than 2012. IP cases 25.1% less than forecast and 24.3% less

than last year and OP cases 14.7% less than forecast and 7.0% less than last year. The monthly activity over the past couple of years indicates a downward trend in cases.



Emergency Room visits were at the forecast for the month and only 1.3% less than last year while YTD visits were 9.9% less than forecast, 5.3% less than 2013, and 10.1% less than 2012. Monthly visits were 16.9% greater than the three-month average.



Monthly Laboratory tests were 4.0% greater than forecast, 11.6% greater than last year, and 6.4% greater than average. Medical Imaging procedures were 6.7% greater than

forecast, 8.0% greater than last year, and 12.6% greater than average. Radiation Oncology treatments were 39.4% less than forecast, 56.5% less than last year, but 23.6% greater than average. Medical Oncology visits were 15.1% greater than forecast, 32.6% greater than last year, and flat with the average. Dialysis treatments were 24.7% greater than forecast, 31.8% greater than last year, and 11.2% greater than average; Rehab visits were 1.0% greater than forecast, 14.0% greater than last year, and 6.6% greater than average; Hospice visits were 14.5% greater than forecast, 16.0% greater than last year, and 19.0% greater than average; and Ambulance runs were 2.7% less than forecast, 4.4% less than last year, and 7.7% less than average.

YTD Laboratory tests were 1.1% less than forecast, 2.2% greater than last year, but 8.3% less than 2012. Medical Imaging procedures were 1.2% less than forecast, 4.9% greater than last year, but 11.0% less than 2012. Radiation Oncology treatments were 42.9% less than forecast, 50.3% less than last year, and 64.4% less than 2012. Medical Oncology visits were 13.5% greater than forecast, 24.0% greater than last year, and 6.6% greater than 2012. Dialysis treatments were 16.4% greater than forecast, 27.4% greater than last year, and 41.1% greater than 2012; Rehab visits were 1.8% less than forecast, 3.7% greater than last year, and 2.9% greater than 2012; Hospice visits were 1.7% greater than forecast, 1.7% less than last year, and 2.5% less than 2012; and Ambulance runs were 6.3% greater than forecast, 3.8% greater than last year, and 8.8% greater than 2012.

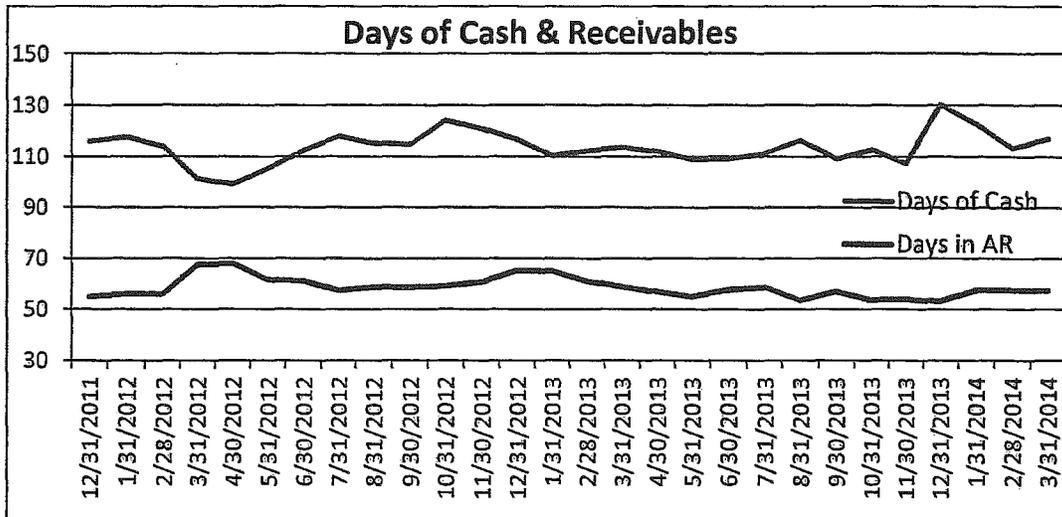
Full Time Equivalent's (FTE's) for the month were 791 compared to a forecast of 791 (0.0%) and compared to last year's total of 809 (2.2%). Hospital FTE's were 0.3% greater than forecast but 3.4% less than last year; Care Center was 2.1% greater than forecast but 3.2% less than last year; and Home Medical 3.8% less than forecast but 8.8% greater than last year.

YTD Full Time Equivalents (FTE's) were 797 compared to a forecast of 791 (0.7%), last year's total of 805 (1.0%), and 811 (1.7%) in 2012. Hospital FTE's were 1.4% greater than forecast, 1.4% less than last year and 3.7% less than 2012; Care Center was 1.0% greater than forecast, 5.0% less than last year, and 3.7% less than 2012; and Home Medical 4.0% less than forecast, 7.3% greater than last year, and 20.2% greater than 2012.

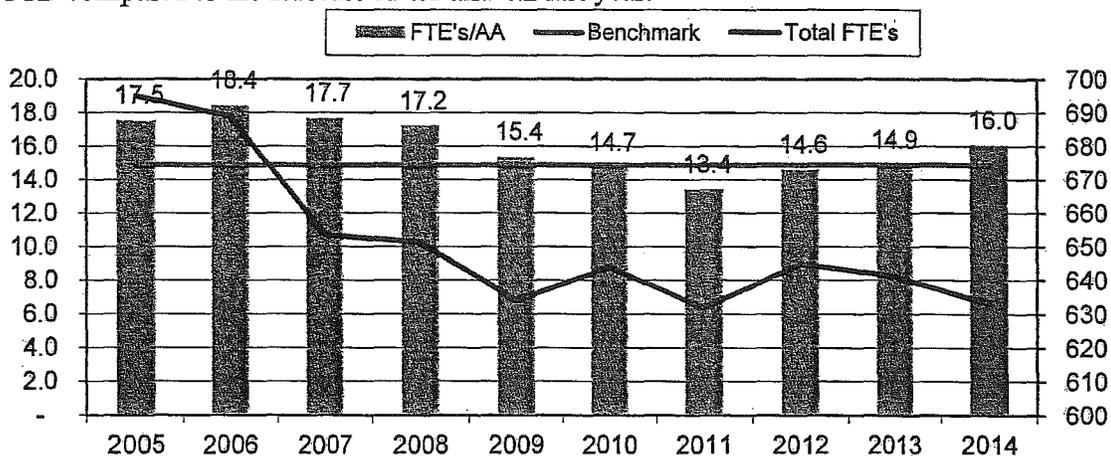
### **Key Performance Indicators**

The Operational indicators were negative for the month compared to forecast and last year but improved from the prior two months. Consolidated Operating Margin was -1.3% for the month and YTD was -11.8% compared to the forecast of 2.0% and last year's -3.2%. Excess Margin was -1.8% for the month and YTD was -10.4% compared to the forecast of 2.5% and last year's -3.6%. EBIDA Operating Margin was 10.3% for the month and YTD was 0.9% compared to the forecast of 12.6% and last year's 7.0%.

The Financial ratios indicate that the Debt/Capitalization ratio of 46.0% was higher than the forecast of 43.3%; last year's 46.3%, and the targeted ceiling of 45%. Debt Service Coverage was 0.5 compared to the forecast of 3.2 and last year's 1.8. Days in accounts receivable were 57 compared to the forecast of 46 and last year's 52. The Hospital is still experiencing difficulty in some payers processing outstanding claims, which is frequently being discussed with the payers to resolve. Days of Cash were 117 compared to the forecast of 117 and last year's 128. The Cash/Debt ratio was 58% compared to the forecast of 68% and last year's 64%. The Financial Strength Index was a -2.44 compared to the forecast of 0.79 and -0.52 last year.



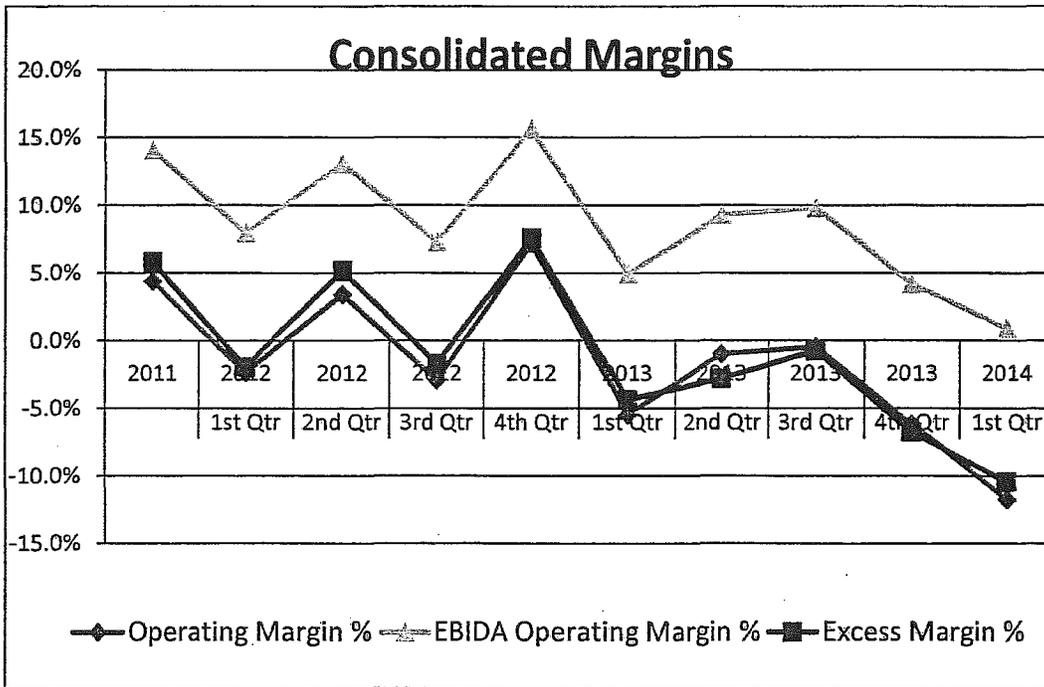
Hospital productivity ratios in terms of staffing were higher than forecast with FTE's per adjusted admit at 14.8 for the month and 16.0 YTD compared to the forecast of 14.4 and last year's ratio of 14.9. FTE's per adjusted patient day were 3.8 for the month and 4.1 YTD compared to the forecast of 4.1 and 4.2 last year.



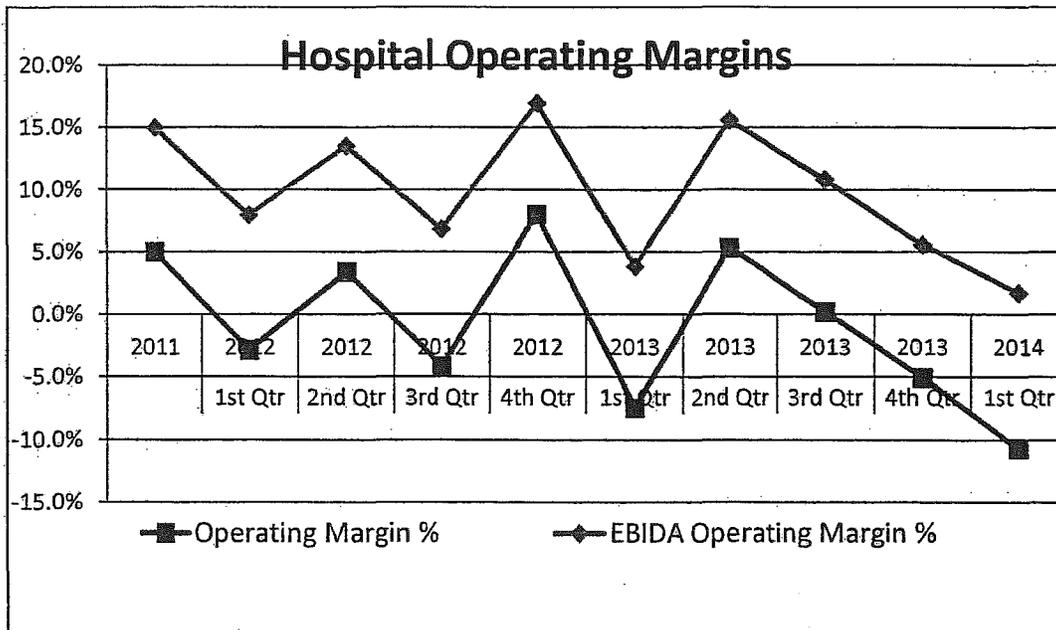
The Controllable Expense/Adjusted Admit was \$7,860 for the month and \$8,689 YTD compared to the forecast of \$7,922 and last year's \$8,255. Bad Debt ratio was 2.1% for the month compared to 2.2% YTD, and 1.9% forecast, which are all significantly better than the benchmark of 7.4%. Capital Expense ratio was 9.5% YTD compared to 9.3% forecast, 9.1% last year, and the benchmark of 6.9%. Care Center Hours per Resident Day were 7.1 for the month and 7.0 YTD compared to the forecast of 6.5 and 6.6 last year. Sales per FTE at Home Medical were \$135,900 for the month and \$138,800 YTD compared to the forecast of \$191,600 and \$161,600 last year. Inventory Turns were 3.9 YTD compared to last year's 4.7, with the variance due to the increased inventory with the opening of Redwood Falls and the new BellaForma store in Willmar.

#### Key Performance Indicators by Entity

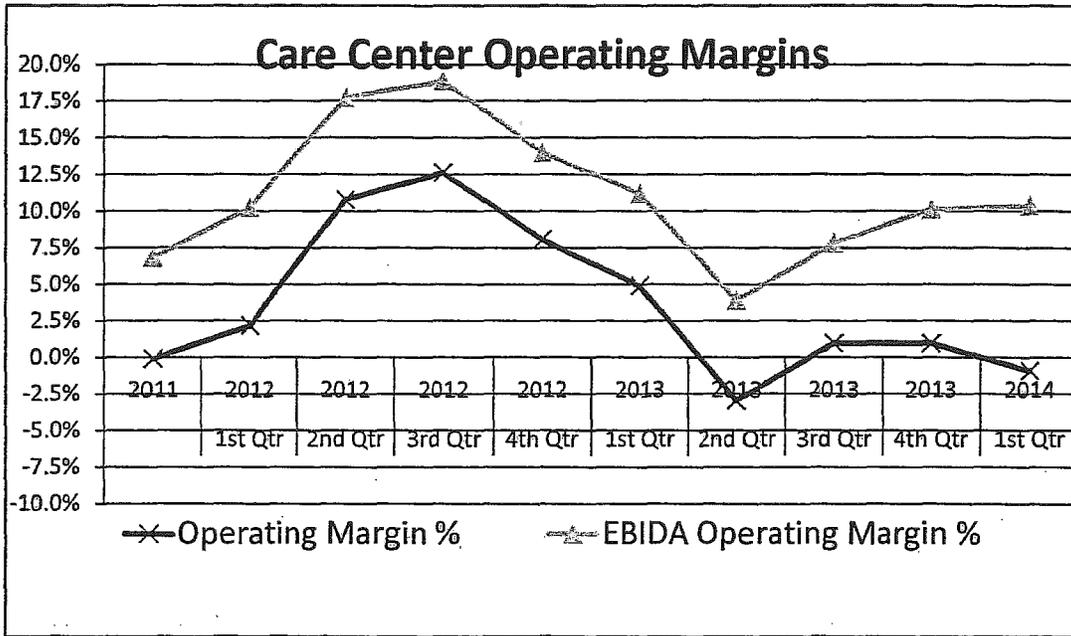
The Consolidated Margins continued to experience declines for most of 2013 and now into 2014. Quarterly results were mostly profitable in 2011 through 2012 but have been negative since 1<sup>st</sup> Quarter 2013. Decreased patient activity and reimbursement have pushed profits into deficits.



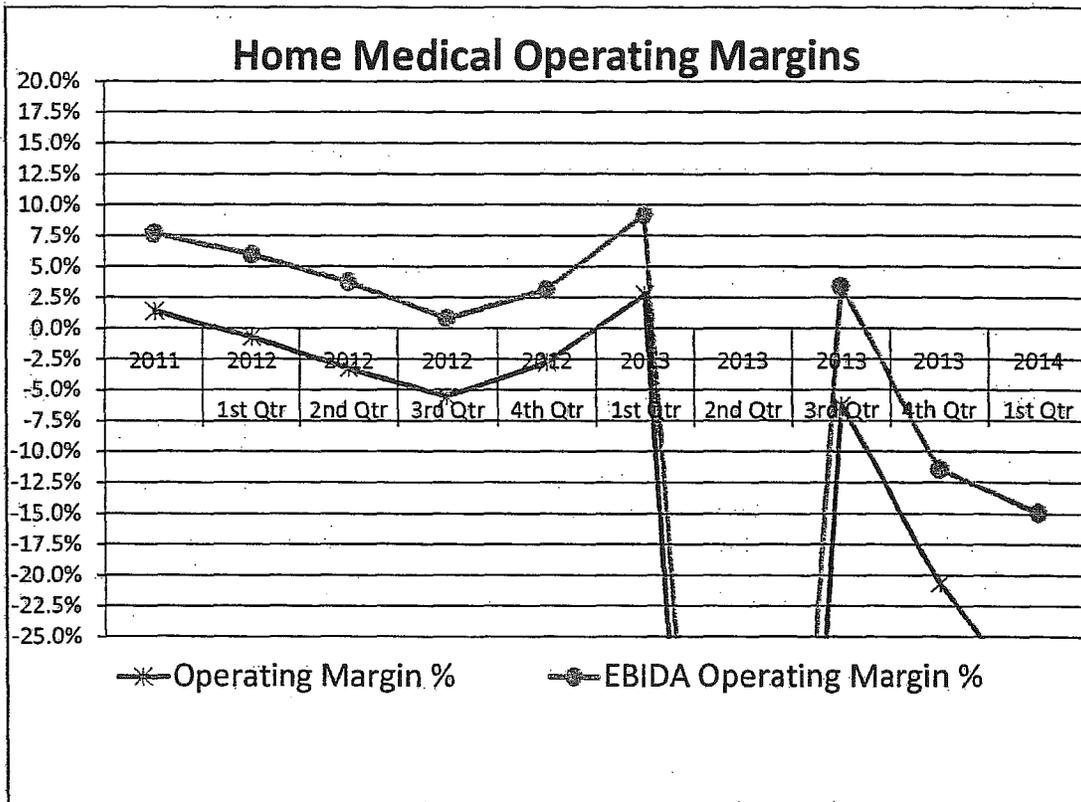
The Hospital activity continued its profitability decline from 2013 into 2014. The decline in Hospital profitability drove the poor performance in 1<sup>st</sup> Quarter 2014 due to the decreased volumes and reimbursement. Quarterly results have consistently declined since 2<sup>nd</sup> Quarter 2013.



Care Center activity has steadily improved since 2<sup>nd</sup> Quarter 2013 even with the construction projects disrupting the operation. 1<sup>st</sup> Quarter 2014 has started out positive and will likely remain flat, but positive, for the first two quarters of 2014 until Projects D and F are operational and occupied.



Home Medical losses continued into 2014 and have been negative since 1<sup>st</sup> Quarter 2013. Sales started the year very slow in 1<sup>st</sup> Quarter 2014 but have improved in April.



**RICE MEMORIAL HOSPITAL  
RICE MEMORIAL HOSPITAL CONSOLIDATED  
BALANCE SHEET  
For the Three Months Ending March 31, 2014**

	March 2014	12/31/13	Variance	12/31/12	Variance	12/31/11	Variance
<b>1 ASSETS</b>							
<b>2 CURRENT ASSETS</b>							
3 CASH AND CASH EQUIVALENTS	\$1,486,556	\$9,357,157	(\$7,870,601)	\$2,999,489	(\$1,512,933)	\$1,928,445	(\$441,889)
4 TRUSTEE BOND AGREEMENTS - CURRENT	551,231	2,379,838	(1,828,607)	2,393,907	(1,842,675)	2,130,440	(1,579,209)
5 ACCOUNTS RECEIVABLE NET	14,667,617	14,513,548	154,069	18,416,955	(3,749,337)	16,143,018	(1,475,400)
6 OTHER RECEIVABLES	324,179	437,453	(113,274)	626,156	(301,976)	521,975	(197,796)
7 INVENTORY	2,144,896	2,117,850	27,046	1,881,543	263,353	1,858,419	286,477
8 PREPAID EXPENSES	1,079,975	991,750	88,224	1,080,525	(550)	1,517,862	(437,887)
<b>10 TOTAL CURRENT ASSETS</b>	<b>20,254,455</b>	<b>29,797,596</b>	<b>(9,543,142)</b>	<b>27,398,573</b>	<b>(7,144,118)</b>	<b>24,100,158</b>	<b>(3,845,704)</b>
<b>11 ASSETS LIMITED AS TO USE</b>							
12 HELD BY TRUSTEES - BOND AGREEMENTS	3,571,279	3,571,279		3,181,089	390,189	3,731,642	(160,363)
15 REMAINDER UNITRUST - RECEIVABLE	47,522	47,522		43,996	3,526	47,976	(454)
16 ENDOWMENT FUND - INVESTMENTS	2,982,677	2,960,184	22,493	2,616,990	365,687	2,466,271	516,405
<b>18 TOTAL ASSETS - USE IS LIMITED</b>	<b>6,601,477</b>	<b>6,578,984</b>	<b>22,493</b>	<b>5,842,075</b>	<b>759,402</b>	<b>6,245,889</b>	<b>355,588</b>
<b>20 PROPERTY PLANT &amp; EQUIPMENT</b>							
21 PROPERTY PLANT & EQUIPMENT	140,166,078	136,903,754	3,262,324	132,297,068	7,869,010	129,292,102	10,873,976
22 LESS: ACCUMULATED DEPRECIATION	(77,008,301)	(75,712,695)	(1,295,606)	(72,741,611)	(4,266,690)	(67,522,491)	(9,485,810)
<b>24 NET PROPERTY, PLANT &amp; EQUIPMENT</b>	<b>63,157,777</b>	<b>61,191,059</b>	<b>1,966,718</b>	<b>59,555,457</b>	<b>3,602,321</b>	<b>61,769,611</b>	<b>1,388,166</b>
<b>25 OTHER ASSETS</b>							
26 INVESTMENTS - FIXED INCOME	25,262,407	22,595,563	2,666,843	25,941,901	(679,494)	25,125,564	136,842
28 INVESTMENTS - SHR	439,455	439,455		425,186	14,269	411,413	28,042
29 INVESTMENTS - WMS	3,795,576	3,769,317	26,259	3,647,124	148,452	3,335,316	460,260
30 INVESTMENTS - LAKE REGION HMS	100,000	100,000		100,000		100,000	
30 INVESTMENTS - VHAUM CSC	54,963	54,963		79,963	(25,000)	79,136	(24,173)
32 GOODWILL, NET	84,389	84,722	(333)	86,056	(1,667)	84,389	
33 DEFERRED DEBT ACQUISITION COSTS				200,398	(200,398)	518,347	(518,347)
<b>36 TOTAL OTHER ASSETS</b>	<b>29,736,789</b>	<b>26,944,020</b>	<b>2,792,770</b>	<b>30,380,628</b>	<b>(643,839)</b>	<b>29,469,777</b>	<b>267,013</b>
<b>38 TOTAL ASSETS</b>	<b>\$19,750,499</b>	<b>\$124,511,659</b>	<b>(\$4,761,161)</b>	<b>\$123,176,733</b>	<b>(\$3,426,234)</b>	<b>\$121,585,435</b>	<b>(\$1,834,936)</b>
<b>40 LIABILITIES AND NET ASSETS</b>							
<b>42 CURRENT LIABILITIES</b>							
43 CURRENT MATURITIES OF LTD	\$2,424,846	\$1,730,232	\$694,614	\$2,290,275	\$134,570	\$1,981,181	\$443,664
44 ACCOUNTS PAYABLE - TRADE	1,525,556	1,939,719	(414,163)	1,730,604	(205,048)	1,563,350	(37,794)
45 EST. THIRD PARTY PAYOR SETTLEMENTS	132,266	192,060	(59,794)	(29,504)	161,770	217,700	(85,434)
46 ACCRUED SALARIES, WAGES AND BENEFIT	10,734,852	11,135,015	(400,163)	10,992,653	(257,801)	10,751,022	(16,170)
47 ACCRUED INTEREST AND DUE TO WMS	1,607,149	2,093,781	(486,632)	2,089,775	(482,626)	2,449,639	(842,490)
<b>49 TOTAL CURRENT LIABILITIES</b>	<b>16,424,668</b>	<b>17,090,807</b>	<b>(666,139)</b>	<b>17,073,804</b>	<b>(649,136)</b>	<b>16,962,892</b>	<b>(538,224)</b>
<b>51 LONG TERM DEBT (LESS CURRENT)</b>	<b>47,573,113</b>	<b>49,770,570</b>	<b>(2,197,457)</b>	<b>45,957,263</b>	<b>1,615,851</b>	<b>49,270,010</b>	<b>(1,696,897)</b>
<b>53 TOTAL LIABILITIES</b>	<b>63,997,782</b>	<b>66,861,377</b>	<b>(2,863,596)</b>	<b>63,031,067</b>	<b>966,715</b>	<b>66,232,902</b>	<b>(2,235,120)</b>
<b>55 COMMITMENTS AND CONTINGENCIES</b>							
<b>56 NET ASSETS</b>							
57 RESTRICTED FUNDS							
59 DEBT SERVICE AND RESERVE	3,571,279	3,571,279		3,181,089	390,189	3,731,642	(160,363)
60 SPECIFIC PURPOSE FUND	419,989	270,286	149,703	88,338	331,651	74,593	345,396
61 PERMANENT ENDOWMENT	2,982,677	2,960,184	22,493	2,616,990	365,687	2,466,271	516,405
62 CURRENT YEAR INCOME	(2,233,155)	(3,428,035)	1,194,880	2,430,598	(4,663,753)	4,206,309	(6,439,464)
63 UNRESTRICTED	51,011,928	54,276,569	(3,264,641)	51,828,651	(816,723)	44,873,718	6,138,210
<b>65 TOTAL NET ASSETS</b>	<b>55,752,717</b>	<b>57,650,282</b>	<b>(1,897,565)</b>	<b>60,145,666</b>	<b>(4,392,949)</b>	<b>55,352,533</b>	<b>400,184</b>
<b>67 TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$19,750,499</b>	<b>\$124,511,659</b>	<b>(\$4,761,161)</b>	<b>\$123,176,733</b>	<b>(\$3,426,234)</b>	<b>\$121,585,435</b>	<b>(\$1,834,936)</b>

14

RICE MEMORIAL HOSPITAL CONSOLIDATED  
For the Month Ending

	March 2014	Prior 3 Mo Average	% Var	February 2014	% Var	January 2014	% Var	December 2013	% Var
<b>OPERATING REVENUE</b>									
INPATIENT REVENUE	\$5,236,703	\$5,233,443	0.1%	\$5,077,226	3.1%	\$5,330,834	(1.8%)	\$5,292,268	(1.0%)
OUTPATIENT REVENUE	10,057,744	9,545,037	5.4%	9,036,190	11.3%	9,671,408	4.0%	9,927,513	1.3%
RICE CARE CENTER REVENUE	787,560	822,600	(4.3%)	782,455	0.7%	837,973	(6.0%)	847,372	(7.1%)
RICE HOME MEDICAL REVENUE	948,025	1,079,045	(12.1%)	896,205	5.8%	1,054,342	(10.1%)	1,286,589	(26.3%)
<b>TOTAL PATIENT REVENUE</b>	<b>17,030,032</b>	<b>16,680,125</b>	<b>2.1%</b>	<b>15,792,076</b>	<b>7.8%</b>	<b>16,894,557</b>	<b>0.8%</b>	<b>17,353,742</b>	<b>(1.9%)</b>
LESS DISCOUNTS & CONTRACTUALS	8,715,100	8,663,397	0.6%	8,405,263	3.7%	8,782,102	(0.8%)	8,802,825	(1.0%)
LESS UNCOMPENSATED CARE	40,658	114,519	(64.5%)	92,986	(56.3%)	180,504	(77.5%)	70,066	(42.0%)
LESS BAD DEBT EXPENSE	150,257	150,896	(0.4%)	141,744	6.0%	177,433	(15.3%)	133,512	12.5%
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>8,906,015</b>	<b>8,928,812</b>	<b>(0.3%)</b>	<b>8,639,993</b>	<b>3.1%</b>	<b>9,140,039</b>	<b>(2.6%)</b>	<b>9,006,403</b>	<b>(1.1%)</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>8,124,017</b>	<b>7,751,313</b>	<b>4.8%</b>	<b>7,152,083</b>	<b>13.6%</b>	<b>7,754,518</b>	<b>4.8%</b>	<b>8,347,339</b>	<b>(2.7%)</b>
OTHER OPERATING REVENUE	1,204,393	1,429,854	(15.8%)	1,109,162	8.6%	1,204,710	0.0%	1,975,690	(39.0%)
<b>TOTAL OPERATING REVENUE</b>	<b>9,328,410</b>	<b>9,181,167</b>	<b>1.6%</b>	<b>8,261,245</b>	<b>12.9%</b>	<b>8,959,228</b>	<b>4.1%</b>	<b>10,323,029</b>	<b>(9.6%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	1,802,047	1,876,588	(4.0%)	1,798,406	0.2%	1,821,554	(1.1%)	2,009,803	(10.3%)
<b>TOTAL OPERATING REVENUE</b>	<b>7,526,363</b>	<b>7,304,580</b>	<b>3.0%</b>	<b>6,462,839</b>	<b>16.5%</b>	<b>7,137,674</b>	<b>5.4%</b>	<b>8,313,226</b>	<b>(9.5%)</b>
<b>OPERATING EXPENSES</b>									
SALARIES AND WAGES	3,943,531	3,819,606	3.2%	3,556,845	10.9%	3,955,028	(0.3%)	3,946,945	(0.1%)
CONTRACT LABOR	329,716	366,785	(10.1%)	379,486	(13.1%)	391,656	(15.8%)	329,212	0.2%
SUPPLEMENTAL BENEFITS	1,027,917	1,339,505	(23.3%)	1,305,355	(21.3%)	1,478,341	(30.5%)	1,234,819	(16.8%)
SUPPLIES	893,786	1,032,600	(13.4%)	852,467	4.8%	1,000,880	(10.7%)	1,244,454	(28.2%)
DRUGS	464,229	456,206	1.8%	430,654	7.8%	463,074	0.2%	474,889	(2.2%)
PURCHASED SERVICES	484,778	502,115	(3.5%)	514,261	(5.7%)	472,347	2.6%	519,736	(6.7%)
REPAIRS, SERVICE & RENTALS	198,293	284,662	(30.3%)	293,749	(32.5%)	305,181	(35.0%)	255,057	(22.3%)
UTILITIES	136,649	153,696	(11.1%)	154,072	(11.3%)	157,695	(13.3%)	149,321	(8.5%)
INSURANCE	57,246	61,166	(6.4%)	80,962	(29.3%)	45,881	24.8%	56,654	1.0%
PATIENT RELATED TRAVEL	34,435	33,584	2.5%	29,299	17.5%	33,810	1.8%	37,644	(8.5%)
EDUCATION, TRAVEL, & DUES	66,578	75,160	(11.4%)	64,526	3.2%	92,277	(27.8%)	68,676	(3.1%)
OTHER	39,315	39,398	(0.2%)	26,837	46.5%	41,519	(5.3%)	49,838	(21.1%)
DEPRECIATION AND AMORT	716,996	747,925	(4.1%)	740,489	(3.2%)	760,281	(5.7%)	743,006	(3.5%)
INTEREST	155,737	145,944	6.7%	149,817	4.0%	155,695	0.0%	132,320	17.7%
TAXES & SURCHARGE	177,991	190,920	(6.8%)	182,446	(2.4%)	191,966	(7.3%)	198,348	(10.3%)
<b>TOTAL OPERATING EXPENSES</b>	<b>8,727,197</b>	<b>9,249,272</b>	<b>(5.6%)</b>	<b>8,761,265</b>	<b>(0.4%)</b>	<b>9,545,631</b>	<b>(8.6%)</b>	<b>9,440,919</b>	<b>(7.6%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	1,101,196	1,169,682	(5.9%)	1,144,946	(3.8%)	1,175,081	(6.3%)	1,189,018	(7.4%)
<b>NET OPERATING EXPENSES</b>	<b>7,626,001</b>	<b>8,079,590</b>	<b>(5.6%)</b>	<b>7,616,319</b>	<b>0.1%</b>	<b>8,370,550</b>	<b>(8.9%)</b>	<b>8,251,901</b>	<b>(7.6%)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(99,638)</b>	<b>(775,010)</b>	<b>(87.1%)</b>	<b>(1,153,480)</b>	<b>(91.4%)</b>	<b>(1,232,876)</b>	<b>(91.9%)</b>	<b>61,325</b>	<b>(262.5%)</b>
<b>NON OPERATING INCOME</b>									
INVESTMENT INCOME	42,044	86,486	(51.4%)	30,114	39.6%	115,127	(63.5%)	114,216	(63.2%)
UNREALIZED GAIN (LOSS)	(101,904)	(47,564)	114.2%	45,186	(325.5%)	161,928	(162.9%)	(349,806)	(70.9%)
OTHER GAIN (LOSS)	21,307	(18,348)	(216.1%)	(70,840)	(130.1%)	9,876	115.7%	5,919	260.0%
<b>TOTAL NON OPERATING INCOME</b>	<b>(38,553)</b>	<b>20,573</b>	<b>(287.4%)</b>	<b>4,460</b>	<b>(964.4%)</b>	<b>286,931</b>	<b>(113.4%)</b>	<b>(229,671)</b>	<b>(83.2%)</b>
<b>NET INCOME (LOSS)</b>	<b>(\$138,191)</b>	<b>(\$754,437)</b>	<b>(81.7%)</b>	<b>(\$1,149,020)</b>	<b>(88.0%)</b>	<b>(\$945,945)</b>	<b>(85.4%)</b>	<b>(\$168,346)</b>	<b>(17.9%)</b>

RICE HOSPITAL  
For the Month Ending

	March 2014	Prior 3 Mo Average	% Var	February 2014	% Var	January 2014	% Var	December 2013	% Var
<b>OPERATING REVENUE</b>									
INPATIENT REVENUE	\$5,236,703	\$5,233,443	0.1%	\$5,077,226	3.1%	\$5,330,834	(1.8%)	\$5,292,268	(1.0%)
OUTPATIENT REVENUE	10,057,745	9,545,037	5.4%	9,036,191	11.3%	9,671,408	4.0%	9,927,512	1.3%
<b>TOTAL PATIENT REVENUE</b>	<b>15,294,448</b>	<b>14,778,480</b>	<b>3.5%</b>	<b>14,113,417</b>	<b>8.4%</b>	<b>15,002,242</b>	<b>1.9%</b>	<b>15,219,780</b>	<b>0.5%</b>
LESS DISCOUNTS & CONTRACTUALS	8,182,283	8,062,438	1.5%	7,877,366	3.9%	8,246,357	(0.8%)	8,063,590	1.5%
LESS UNCOMPENSATED CARE	40,497	112,784	(64.1%)	91,184	(55.6%)	180,497	(77.6%)	66,670	(39.3%)
LESS BAD DEBT EXPENSE	150,495	141,225	6.6%	119,146	26.3%	172,062	(12.5%)	132,467	13.6%
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>8,373,275</b>	<b>8,316,446</b>	<b>0.7%</b>	<b>8,087,696</b>	<b>3.5%</b>	<b>8,598,916</b>	<b>(2.6%)</b>	<b>8,262,727</b>	<b>1.3%</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>6,921,173</b>	<b>6,462,033</b>	<b>7.1%</b>	<b>6,025,721</b>	<b>14.9%</b>	<b>6,403,326</b>	<b>8.1%</b>	<b>6,957,053</b>	<b>(0.5%)</b>
OTHER OPERATING REVENUE	1,192,402	1,415,760	(15.8%)	1,098,012	8.6%	1,184,436	0.7%	1,964,833	(39.3%)
<b>TOTAL OPERATING REVENUE</b>	<b>8,113,575</b>	<b>7,877,794</b>	<b>3.0%</b>	<b>7,123,733</b>	<b>13.9%</b>	<b>7,587,762</b>	<b>6.9%</b>	<b>8,921,886</b>	<b>(9.1%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	1,802,047	1,876,588	(4.0%)	1,798,406	0.2%	1,821,554	(1.1%)	2,009,803	(10.3%)
<b>TOTAL OPERATING REVENUE</b>	<b>6,311,528</b>	<b>6,001,206</b>	<b>5.2%</b>	<b>5,325,327</b>	<b>18.5%</b>	<b>5,766,208</b>	<b>9.5%</b>	<b>6,912,083</b>	<b>(8.7%)</b>
<b>OPERATING EXPENSES</b>									
SALARIES AND WAGES	3,447,795	3,333,955	3.4%	3,124,882	10.3%	3,441,822	0.2%	3,435,160	0.4%
CONTRACT LABOR	249,705	277,772	(10.1%)	299,753	(16.7%)	301,302	(17.1%)	232,260	7.5%
SUPPLEMENTAL BENEFITS	843,570	1,140,054	(26.0%)	1,112,902	(24.2%)	1,291,926	(34.7%)	1,015,333	(16.9%)
SUPPLIES	564,865	651,732	(13.3%)	559,242	1.0%	636,052	(11.2%)	759,903	(25.7%)
DRUGS	446,660	439,140	1.7%	405,374	10.2%	448,001	(0.3%)	464,045	(3.7%)
PURCHASED SERVICES	445,237	459,553	(3.1%)	475,167	(6.3%)	438,421	1.6%	465,072	(4.3%)
REPAIRS, SERVICE & RENTALS	173,745	256,693	(32.3%)	269,911	(35.6%)	277,168	(37.3%)	222,999	(22.1%)
UTILITIES	111,832	123,951	(9.8%)	122,638	(8.8%)	128,660	(13.1%)	120,554	(7.2%)
INSURANCE	49,195	53,126	(7.4%)	72,910	(32.5%)	37,830	30.0%	48,637	1.1%
PATIENT RELATED TRAVEL	19,398	21,572	(10.1%)	17,091	13.5%	21,223	(8.6%)	26,402	(26.5%)
EDUCATION, TRAVEL, & DUES	56,358	66,297	(15.0%)	50,956	10.6%	84,892	(33.6%)	63,042	(10.6%)
OTHER	27,829	26,146	6.4%	10,326	169.5%	27,422	1.5%	40,690	(31.6%)
DEPRECIATION AND AMORT	597,075	582,624	2.5%	598,225	(0.2%)	593,207	0.7%	556,440	7.3%
INTEREST	124,051	119,337	4.0%	125,222	(0.9%)	127,994	(3.1%)	104,796	18.4%
TAXES & SURCHARGE	138,513	151,042	(8.3%)	142,054	(2.5%)	152,143	(9.0%)	158,928	(12.8%)
<b>TOTAL OPERATING EXPENSES</b>	<b>7,295,828</b>	<b>7,702,992</b>	<b>(5.3%)</b>	<b>7,386,653</b>	<b>(1.2%)</b>	<b>8,008,063</b>	<b>(8.9%)</b>	<b>7,714,261</b>	<b>(5.4%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	1,101,196	1,169,682	(5.9%)	1,144,946	(3.8%)	1,175,081	(6.3%)	1,189,018	(7.4%)
<b>NET OPERATING EXPENSES</b>	<b>6,194,632</b>	<b>6,533,311</b>	<b>(5.2%)</b>	<b>6,241,707</b>	<b>(0.8%)</b>	<b>6,832,982</b>	<b>(9.3%)</b>	<b>6,525,243</b>	<b>(5.1%)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>116,896</b>	<b>(532,105)</b>	<b>(122.0%)</b>	<b>(916,380)</b>	<b>(112.8%)</b>	<b>(1,066,774)</b>	<b>(111.0%)</b>	<b>386,840</b>	<b>(69.8%)</b>
<b>NON OPERATING INCOME</b>									
INVESTMENT INCOME	42,044	86,349	(51.3%)	29,614	42.0%	115,427	(63.6%)	114,006	(63.1%)
UNREALIZED GAIN (LOSS)	(101,904)	(47,564)	114.2%	45,186	(325.5%)	161,928	(162.9%)	(349,806)	(70.9%)
OTHER GAIN (LOSS)	15,673	(18,456)	(184.9%)	(70,840)	(122.1%)	9,876	58.7%	5,597	180.0%
<b>TOTAL NON OPERATING INCOME</b>	<b>(44,187)</b>	<b>20,329</b>	<b>(317.4%)</b>	<b>3,960</b>	<b>(1,215.8%)</b>	<b>287,231</b>	<b>(115.4%)</b>	<b>(230,203)</b>	<b>(80.8%)</b>
<b>NET INCOME (LOSS)</b>	<b>\$72,709</b>	<b>(\$511,775)</b>	<b>(114.2%)</b>	<b>(\$912,420)</b>	<b>(108.0%)</b>	<b>(\$779,543)</b>	<b>(109.3%)</b>	<b>\$156,637</b>	<b>(53.6%)</b>

RICE CARE CENTER  
For the Month Ending

	March 2014	Prior 3 Mo Average	% Var	February 2014	% Var	January 2014	% Var	December 2013	% Var
<b>OPERATING REVENUE</b>									
RICE CARE CENTER REVENUE	\$787,560	\$822,600	(4.3%)	\$782,455	0.7%	\$837,973	(6.0%)	\$847,372	(7.1%)
<b>TOTAL PATIENT REVENUE</b>	<b>787,560</b>	<b>822,600</b>	<b>(4.3%)</b>	<b>782,455</b>	<b>0.7%</b>	<b>837,973</b>	<b>(6.0%)</b>	<b>847,372</b>	<b>(7.1%)</b>
LESS DISCOUNTS & CONTRACTUALS	228,548	229,859	(0.6%)	222,614	2.7%	209,415	9.1%	257,547	(11.3%)
LESS BAD DEBT EXPENSE	(7,237)	(177)	3,988.7%	729	(1,092.7%)	1,079	(770.7%)	(2,339)	209.4%
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>221,311</b>	<b>229,682</b>	<b>(3.6%)</b>	<b>223,343</b>	<b>(0.9%)</b>	<b>210,494</b>	<b>5.1%</b>	<b>255,208</b>	<b>(13.3%)</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>566,249</b>	<b>592,918</b>	<b>(4.5%)</b>	<b>559,112</b>	<b>1.3%</b>	<b>627,479</b>	<b>(9.8%)</b>	<b>592,164</b>	<b>(4.4%)</b>
OTHER OPERATING REVENUE	554	443	25.1%	446	24.2%	430	28.8%	453	22.3%
<b>TOTAL OPERATING REVENUE</b>	<b>566,803</b>	<b>593,361</b>	<b>(4.5%)</b>	<b>559,558</b>	<b>1.3%</b>	<b>627,909</b>	<b>(9.7%)</b>	<b>592,617</b>	<b>(4.4%)</b>
LESS: WILLMAR MEDICAL SERVICES									
<b>TOTAL OPERATING REVENUE</b>	<b>566,803</b>	<b>593,361</b>	<b>(4.5%)</b>	<b>559,558</b>	<b>1.3%</b>	<b>627,909</b>	<b>(9.7%)</b>	<b>592,617</b>	<b>(4.4%)</b>
<b>OPERATING EXPENSES</b>									
SALARIES AND WAGES	223,229	217,700	2.5%	192,370	16.0%	243,763	(8.4%)	216,966	2.9%
CONTRACT LABOR	80,011	89,013	(10.1%)	79,734	0.3%	90,354	(11.4%)	96,952	(17.5%)
SUPPLEMENTAL BENEFITS	92,258	90,313	2.2%	80,987	13.9%	83,962	9.9%	105,991	(13.0%)
SUPPLIES	42,434	36,993	14.7%	28,170	50.6%	39,320	7.9%	43,488	(2.4%)
DRUGS	17,568	17,066	2.9%	25,280	(30.5%)	15,073	16.6%	10,844	62.0%
PURCHASED SERVICES	12,131	15,799	(23.2%)	14,585	(16.8%)	17,718	(31.5%)	15,093	(19.6%)
REPAIRS, SERVICE & RENTALS	3,910	5,277	(25.9%)	3,501	11.7%	3,611	8.3%	8,719	(55.2%)
UTILITIES	11,828	15,000	(21.1%)	16,303	(27.4%)	16,577	(28.6%)	12,119	(2.4%)
INSURANCE	4,195	4,195	0.0%	4,195	0.0%	4,195	0.0%	4,195	0.0%
PATIENT RELATED TRAVEL	500	336	48.8%	387	29.2%	321	55.8%	300	66.7%
EDUCATION, TRAVEL, & DUES	7,588	3,812	99.1%	5,142	47.6%	3,287	130.8%	3,008	152.3%
OTHER	10	99	(89.9%)	220	(95.5%)	55	(81.8%)	22	(54.5%)
DEPRECIATION AND AMORT	38,082	37,886	0.5%	37,979	0.3%	37,845	0.6%	37,835	0.7%
INTEREST	31,686	19,013	66.7%	24,595	28.8%	27,679	14.5%	4,764	565.1%
TAXES & SURCHARGE	35,883	35,583	0.8%	35,883	0.0%	35,883	0.0%	34,984	2.6%
<b>TOTAL OPERATING EXPENSES</b>	<b>601,313</b>	<b>588,085</b>	<b>2.2%</b>	<b>549,331</b>	<b>9.5%</b>	<b>619,643</b>	<b>(3.0%)</b>	<b>595,280</b>	<b>1.0%</b>
LESS: WILLMAR MEDICAL SERVICES									
<b>NET OPERATING EXPENSES</b>	<b>601,313</b>	<b>588,085</b>	<b>2.2%</b>	<b>549,331</b>	<b>9.5%</b>	<b>619,643</b>	<b>(3.0%)</b>	<b>595,280</b>	<b>1.0%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(34,510)</b>	<b>5,277</b>	<b>(754.0%)</b>	<b>10,227</b>	<b>(437.4%)</b>	<b>8,266</b>	<b>(517.5%)</b>	<b>(2,663)</b>	<b>1,195.9%</b>
<b>NON OPERATING INCOME</b>									
INVESTMENT INCOME		403	(100.0%)	500	(100.0%)	500	(100.0%)	210	(100.0%)
<b>TOTAL NON OPERATING INCOME</b>		<b>403</b>	<b>(100.0%)</b>	<b>500</b>	<b>(100.0%)</b>	<b>500</b>	<b>(100.0%)</b>	<b>210</b>	<b>(100.0%)</b>
<b>NET INCOME (LOSS)</b>	<b>(\$34,510)</b>	<b>\$5,680</b>	<b>(707.6%)</b>	<b>\$10,727</b>	<b>(421.7%)</b>	<b>\$8,766</b>	<b>(493.7%)</b>	<b>(\$2,453)</b>	<b>1,306.8%</b>

**RICE HOME MEDICAL**  
**RICE HOME MEDICAL**  
For the Month Ending March 31, 2014

	March 2014	% of Gross Sales	Prior 3 Mo Average	% of Gross Sales	February 2014	% of Gross Sales	January 2014	% of Gross Sales
<b>GROSS SALES</b>								
SALES REVENUE	\$543,859	57.33%	\$649,743	60.10%	\$503,801	56.18%	\$625,784	59.18%
RENTS REVENUE	404,166	42.61%	429,302	39.71%	392,404	43.76%	428,558	40.53%
MISC REVENUE	545	0.06%	2,029	0.19%	600	0.07%	3,075	0.29%
<b>GROSS SALES</b>	<b>948,569</b>	<b>100.00%</b>	<b>1,081,074</b>	<b>100.00%</b>	<b>896,805</b>	<b>100.00%</b>	<b>1,057,417</b>	<b>100.00%</b>
LESS: CONTRACTUAL ALLOWANCES	(304,268)	(32.08%)	(371,100)	(34.33%)	(305,283)	(34.04%)	(326,330)	(30.86%)
LESS: UNCOMPENSATED CARE	(161)	(0.02%)	(1,735)	(0.16%)	(1,802)	(0.20%)	(7)	0.00%
LESS: BAD DEBT EXPENSE	(6,999)	(0.74%)	(9,848)	(0.91%)	(21,869)	(2.44%)	(4,292)	(0.41%)
<b>NET SALES</b>	<b>637,141</b>	<b>67.17%</b>	<b>698,391</b>	<b>64.60%</b>	<b>567,850</b>	<b>63.32%</b>	<b>726,788</b>	<b>68.73%</b>
<b>COST OF GOODS SOLD</b>								
OXYGEN	5,107	0.54%	5,955	0.55%	5,778	0.64%	5,646	0.53%
EQUIPMENT	65,356	6.89%	82,142	7.60%	62,134	6.93%	73,358	6.94%
SUPPLY - FREIGHT	10,682	1.13%	13,506	1.25%	10,802	1.20%	13,889	1.31%
SUPPLY	172,871	18.22%	196,051	18.13%	161,366	17.99%	195,119	18.43%
EQUIPMENT REPAIR	22,709	2.39%	25,085	2.32%	11,610	1.29%	21,549	2.04%
SHOP EXPENSE	2,552	0.27%	5,514	0.51%	6,240	0.70%	4,259	0.40%
EQUIPMENT RENTAL & LEASES	213	0.02%	0	0.00%	0	0.00%	0	0.00%
PURCHASE DISCOUNTS	(10,892)	(1.15%)	(11,622)	(1.08%)	(10,103)	(1.13%)	(16,769)	(1.59%)
<b>TOTAL COST OF GOODS SOLD</b>	<b>268,599</b>	<b>28.32%</b>	<b>316,632</b>	<b>29.29%</b>	<b>247,826</b>	<b>27.63%</b>	<b>297,052</b>	<b>28.09%</b>
<b>GROSS PROFIT</b>	<b>368,542</b>	<b>38.85%</b>	<b>381,759</b>	<b>35.31%</b>	<b>320,025</b>	<b>35.68%</b>	<b>429,737</b>	<b>40.64%</b>
<b>OPERATING EXPENSES</b>								
SALARIES & WAGES	272,508	28.73%	267,951	24.79%	239,593	26.72%	269,443	25.48%
SUPPLEMENTAL BENEFITS	92,089	9.71%	109,138	10.10%	111,466	12.43%	102,454	9.69%
SUPPLIES AND DRUGS	6,996	0.74%	15,622	1.45%	7,127	0.79%	11,687	1.11%
PURCHASED SERVICES	27,410	2.89%	26,762	2.48%	24,509	2.73%	16,208	1.53%
REPAIRS, SERVICE & RENTALS	20,638	2.18%	22,692	2.10%	20,336	2.27%	24,401	2.31%
UTILITIES	12,989	1.37%	14,746	1.36%	15,131	1.69%	12,459	1.18%
INSURANCE	3,856	0.41%	3,845	0.36%	3,856	0.43%	3,856	0.36%
PATIENT RELATED TRAVEL	14,537	1.53%	11,676	1.08%	11,821	1.32%	12,266	1.16%
EDUCATION, TRAVEL, & DUES	2,631	0.28%	5,051	0.47%	8,428	0.94%	4,098	0.39%
OTHER EXPENSE	11,476	1.21%	13,153	1.22%	16,291	1.82%	14,042	1.33%
DEPRECIATION & AMORTIZATION	81,839	8.63%	127,415	11.79%	104,285	11.63%	129,228	12.22%
INTEREST EXPENSE	0	0.00%	7,594	0.70%	0	0.00%	22	0.00%
TAXES	3,594	0.38%	4,294	0.40%	4,509	0.50%	3,939	0.37%
<b>TOTAL OPERATING EXPENSES</b>	<b>550,563</b>	<b>58.04%</b>	<b>629,940</b>	<b>58.27%</b>	<b>567,352</b>	<b>63.26%</b>	<b>604,103</b>	<b>57.13%</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>(182,021)</b>	<b>(19.19%)</b>	<b>(248,180)</b>	<b>(22.96%)</b>	<b>(247,327)</b>	<b>(27.58%)</b>	<b>(174,366)</b>	<b>(16.49%)</b>
INVESTMENT INCOME	0	0.00%	267	0.02%	0	0.00%	800	0.08%
OTHER GAIN (LOSS)	5,633	0.59%	108	0.01%	0	0.00%	0	0.00%
<b>NET INCOME (LOSS)</b>	<b>(\$176,387)</b>	<b>(18.60%)</b>	<b>(\$248,073)</b>	<b>(22.95%)</b>	<b>(\$247,327)</b>	<b>(27.58%)</b>	<b>(\$174,366)</b>	<b>(16.49%)</b>

RICE MEMORIAL HOSPITAL CONSOLIDATED  
For the Year To Date Period Ending

	March 2014	March 2013	% Var	March 2012	% Var	March 2011	% Var
<b>OPERATING REVENUE</b>							
INPATIENT REVENUE	\$15,644,763	\$15,286,299	2.3%	\$15,823,946	(1.1%)	\$17,126,204	(8.7%)
OUTPATIENT REVENUE	28,765,343	28,779,975	(0.1%)	30,350,652	(5.2%)	29,584,451	(2.8%)
RICE CARE CENTER REVENUE	2,407,988	2,566,081	(6.2%)	1,854,517	29.8%	1,375,868	75.0%
RICE HOME MEDICAL REVENUE	2,898,572	3,028,377	(4.3%)	2,602,144	11.4%	2,403,149	20.6%
<b>TOTAL PATIENT REVENUE</b>	<b>49,716,666</b>	<b>49,660,732</b>	<b>0.1%</b>	<b>50,631,259</b>	<b>(1.8%)</b>	<b>50,489,672</b>	<b>(1.5%)</b>
LESS DISCOUNTS & CONTRACTUALS	25,902,464	24,353,156	6.4%	24,141,491	7.3%	23,882,009	8.5%
LESS UNCOMPENSATED CARE	314,148	294,766	6.6%	367,236	(14.5%)	685,342	(54.2%)
LESS BAD DEBT EXPENSE	469,435	370,274	26.8%	292,268	60.6%	422,963	11.0%
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>26,686,047</b>	<b>25,018,196</b>	<b>6.7%</b>	<b>24,800,995</b>	<b>7.6%</b>	<b>24,990,314</b>	<b>6.8%</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>23,030,619</b>	<b>24,642,536</b>	<b>(6.5%)</b>	<b>25,830,264</b>	<b>(10.8%)</b>	<b>25,499,358</b>	<b>(9.7%)</b>
OTHER OPERATING REVENUE	3,518,265	3,927,951	(10.4%)	4,001,476	(12.1%)	4,209,061	(16.4%)
<b>TOTAL OPERATING REVENUE</b>	<b>26,548,884</b>	<b>28,570,487</b>	<b>(7.1%)</b>	<b>29,831,740</b>	<b>(11.0%)</b>	<b>29,708,419</b>	<b>(10.6%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	5,422,007	5,045,205	7.5%	5,284,793	2.6%	4,968,420	9.1%
<b>TOTAL OPERATING REVENUE</b>	<b>21,126,877</b>	<b>23,525,282</b>	<b>(10.2%)</b>	<b>24,546,947</b>	<b>(13.9%)</b>	<b>24,739,999</b>	<b>(14.6%)</b>
<b>OPERATING EXPENSES</b>							
SALARIES AND WAGES	11,455,404	11,512,823	(0.5%)	11,626,127	(1.5%)	10,908,957	5.0%
CONTRACT LABOR	1,100,858	813,251	35.4%	988,368	11.4%	486,112	126.5%
SUPPLEMENTAL BENEFITS	3,811,614	3,552,555	7.3%	3,247,205	17.4%	3,416,041	11.6%
SUPPLIES	2,747,133	3,014,954	(8.9%)	2,828,471	(2.9%)	2,899,622	(5.3%)
DRUGS	1,357,957	1,645,951	(17.5%)	2,367,955	(42.7%)	1,555,985	(12.7%)
PURCHASED SERVICES	1,471,386	1,627,319	(9.6%)	1,935,702	(24.0%)	1,677,599	(12.3%)
REPAIRS, SERVICE & RENTALS	797,222	865,221	(7.9%)	824,003	(3.3%)	810,942	(1.7%)
UTILITIES	448,416	403,157	11.2%	410,911	9.1%	382,348	17.3%
INSURANCE	184,089	169,280	8.7%	162,892	13.0%	148,766	23.7%
PATIENT RELATED TRAVEL	97,545	112,556	(13.3%)	106,685	(8.6%)	92,221	5.8%
EDUCATION, TRAVEL, & DUES	223,381	292,334	(23.6%)	254,515	(12.2%)	213,141	4.8%
OTHER	107,672	115,697	(6.9%)	135,491	(20.5%)	104,099	3.4%
DEPRECIATION AND AMORT	2,217,766	2,028,586	9.3%	1,970,434	12.6%	1,841,621	20.4%
INTEREST	461,249	420,858	9.6%	563,115	(18.1%)	630,000	(26.8%)
TAXES & SURCHARGE	552,402	531,691	3.9%	461,512	19.7%	564,166	(2.1%)
<b>TOTAL OPERATING EXPENSES</b>	<b>27,034,094</b>	<b>27,106,233</b>	<b>(0.3%)</b>	<b>27,883,386</b>	<b>(3.0%)</b>	<b>25,731,620</b>	<b>5.1%</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	3,421,223	2,298,278	48.9%	2,759,645	24.0%	2,193,664	56.0%
<b>NET OPERATING EXPENSES</b>	<b>23,612,871</b>	<b>24,807,955</b>	<b>(4.8%)</b>	<b>25,123,741</b>	<b>(6.0%)</b>	<b>23,537,956</b>	<b>0.3%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(2,485,994)</b>	<b>(1,282,673)</b>	<b>93.8%</b>	<b>(576,794)</b>	<b>331.0%</b>	<b>1,202,043</b>	<b>(306.8%)</b>
<b>NON OPERATING INCOME</b>							
INVESTMENT INCOME	187,285	150,133	24.7%	218,789	(14.4%)	189,445	(1.1%)
UNREALIZED GAIN (LOSS)	105,211	(31,755)	(431.3%)	(125,641)	(183.7%)	(65,529)	(260.6%)
OTHER GAIN (LOSS)	(39,657)	126,274	(131.4%)	7,544	(625.7%)	19,642	(301.9%)
<b>TOTAL NON OPERATING INCOME</b>	<b>252,839</b>	<b>244,652</b>	<b>3.3%</b>	<b>100,692</b>	<b>151.1%</b>	<b>143,558</b>	<b>76.1%</b>
<b>NET INCOME (LOSS)</b>	<b>(\$2,233,155)</b>	<b>(\$1,038,021)</b>	<b>115.1%</b>	<b>(\$476,102)</b>	<b>369.0%</b>	<b>\$1,345,601</b>	<b>(266.0%)</b>

RICE HOSPITAL  
For the Year To Date Period Ending

	March 2014	March 2013	% Var	March 2012	% Var	March 2011	% Var
<b>OPERATING REVENUE</b>							
INPATIENT REVENUE	\$15,644,763	\$15,286,299	2.3%	\$15,823,946	(1.1%)	\$17,126,204	(8.7%)
OUTPATIENT REVENUE	28,765,343	28,779,975	(0.1%)	30,350,652	(5.2%)	29,584,451	(2.8%)
<b>TOTAL PATIENT REVENUE</b>	<b>44,410,106</b>	<b>44,066,274</b>	<b>0.8%</b>	<b>46,174,598</b>	<b>(3.8%)</b>	<b>46,710,655</b>	<b>(4.9%)</b>
LESS DISCOUNTS & CONTRACTUALS	24,306,006	22,949,550	5.9%	23,291,488	4.4%	23,154,023	5.0%
LESS UNCOMPENSATED CARE	312,178	294,575	6.0%	361,635	(13.7%)	685,342	(54.4%)
LESS BAD DEBT EXPENSE	441,704	371,270	19.0%	280,052	57.7%	407,735	8.3%
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>25,059,888</b>	<b>23,615,395</b>	<b>6.1%</b>	<b>23,933,175</b>	<b>4.7%</b>	<b>24,247,100</b>	<b>3.4%</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>19,350,218</b>	<b>20,450,879</b>	<b>(5.4%)</b>	<b>22,241,423</b>	<b>(13.0%)</b>	<b>22,463,555</b>	<b>(13.9%)</b>
OTHER OPERATING REVENUE	3,474,850	3,903,712	(11.0%)	3,972,591	(12.5%)	4,201,571	(17.3%)
<b>TOTAL OPERATING REVENUE</b>	<b>22,825,068</b>	<b>24,354,591</b>	<b>(6.3%)</b>	<b>26,214,014</b>	<b>(12.9%)</b>	<b>26,665,126</b>	<b>(14.4%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	5,422,007	5,045,205	7.5%	5,284,793	2.6%	4,968,420	9.1%
<b>TOTAL OPERATING REVENUE</b>	<b>17,403,061</b>	<b>19,309,386</b>	<b>(9.9%)</b>	<b>20,929,221</b>	<b>(16.8%)</b>	<b>21,696,706</b>	<b>(19.8%)</b>
<b>OPERATING EXPENSES</b>							
SALARIES AND WAGES	10,014,498	10,156,847	(1.4%)	10,295,901	(2.7%)	9,787,802	2.3%
CONTRACT LABOR	850,759	502,332	69.4%	912,450	(6.8%)	476,309	78.6%
SUPPLEMENTAL BENEFITS	3,248,398	3,070,753	5.8%	2,750,206	18.1%	3,012,262	7.8%
SUPPLIES	1,760,159	1,985,961	(11.4%)	1,904,760	(7.6%)	2,017,307	(12.7%)
DRUGS	1,300,035	1,594,514	(18.5%)	2,320,849	(44.0%)	1,528,566	(15.0%)
PURCHASED SERVICES	1,358,825	1,449,936	(6.3%)	1,793,982	(24.3%)	1,583,986	(14.2%)
REPAIRS, SERVICE & RENTALS	720,824	789,112	(8.7%)	768,032	(6.1%)	751,413	(4.1%)
UTILITIES	363,129	340,771	6.6%	356,299	1.9%	332,645	9.2%
INSURANCE	159,935	144,864	10.4%	137,922	16.0%	124,370	28.6%
PATIENT RELATED TRAVEL	57,712	73,451	(21.4%)	63,933	(9.7%)	57,440	0.5%
EDUCATION, TRAVEL, & DUES	192,207	259,897	(26.0%)	223,139	(13.9%)	191,847	0.2%
OTHER	65,578	84,976	(22.8%)	122,949	(46.7%)	91,233	(28.1%)
DEPRECIATION AND AMORT	1,788,507	1,803,412	(0.8%)	1,754,281	2.0%	1,685,541	6.1%
INTEREST	377,267	377,010	0.1%	517,754	(27.1%)	589,910	(36.0%)
TAXES & SURCHARGE	432,710	410,428	5.4%	363,574	19.0%	494,896	(12.6%)
<b>TOTAL OPERATING EXPENSES</b>	<b>22,690,543</b>	<b>23,044,264</b>	<b>(1.5%)</b>	<b>24,286,031</b>	<b>(6.6%)</b>	<b>22,725,527</b>	<b>(0.2%)</b>
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	3,421,223	2,298,278	48.9%	2,759,645	24.0%	2,193,664	56.0%
<b>NET OPERATING EXPENSES</b>	<b>19,269,320</b>	<b>20,745,986</b>	<b>(7.1%)</b>	<b>21,526,386</b>	<b>(10.5%)</b>	<b>20,531,863</b>	<b>(6.1%)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(1,866,259)</b>	<b>(1,436,600)</b>	<b>29.9%</b>	<b>(597,165)</b>	<b>212.5%</b>	<b>1,164,843</b>	<b>(260.2%)</b>
<b>NON OPERATING INCOME</b>							
INVESTMENT INCOME	187,085	148,962	25.6%	217,899	(14.1%)	183,349	2.0%
UNREALIZED GAIN (LOSS)	105,211	(31,755)	(431.3%)	(125,641)	(183.7%)	(65,529)	(260.6%)
OTHER GAIN (LOSS)	(45,290)	126,274	(135.9%)	(4,349)	941.4%	7,484	(705.2%)
<b>TOTAL NON OPERATING INCOME</b>	<b>247,006</b>	<b>243,481</b>	<b>1.4%</b>	<b>87,909</b>	<b>181.0%</b>	<b>125,304</b>	<b>97.1%</b>
<b>NET INCOME (LOSS)</b>	<b>(\$1,619,253)</b>	<b>(\$1,193,119)</b>	<b>35.7%</b>	<b>(\$509,256)</b>	<b>218.0%</b>	<b>\$1,290,147</b>	<b>(225.5%)</b>

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RICE CARE CENTER  
For the Year To Date Period Ending

	March 2014	March 2013	% Var	March 2012	% Var	March 2011	% Var
<b>OPERATING REVENUE</b>							
RICE CARE CENTER REVENUE	\$2,407,988	\$2,566,081	(6.2%)	\$1,854,517	29.8%	\$1,375,868	75.0%
<b>TOTAL PATIENT REVENUE</b>	<b>2,407,988</b>	<b>2,566,081</b>	<b>(6.2%)</b>	<b>1,854,517</b>	<b>29.8%</b>	<b>1,375,868</b>	<b>75.0%</b>
LESS DISCOUNTS & CONTRACTUALS	660,577	736,699	(10.3%)	291,349	126.7%	179,508	268.0%
LESS BAD DEBT EXPENSE	(5,429)	(4,656)	16.6%	335	(1,720.6%)	8,821	(161.5%)
<b>TOTAL DEDUCTIONS FROM REVENUE</b>	<b>655,148</b>	<b>732,043</b>	<b>(10.5%)</b>	<b>291,684</b>	<b>124.6%</b>	<b>188,329</b>	<b>247.9%</b>
<b>NET REVENUE FROM PATIENTS</b>	<b>1,752,840</b>	<b>1,834,038</b>	<b>(4.4%)</b>	<b>1,562,833</b>	<b>12.2%</b>	<b>1,187,539</b>	<b>47.6%</b>
OTHER OPERATING REVENUE	1,431	1,804	(20.7%)	3,100	(53.8%)	3,262	(56.1%)
<b>TOTAL OPERATING REVENUE</b>	<b>1,754,271</b>	<b>1,835,842</b>	<b>(4.4%)</b>	<b>1,565,933</b>	<b>12.0%</b>	<b>1,190,801</b>	<b>47.3%</b>
LESS: WILLMAR MEDICAL SERVICES							
<b>TOTAL OPERATING REVENUE</b>	<b>1,754,271</b>	<b>1,835,842</b>	<b>(4.4%)</b>	<b>1,565,933</b>	<b>12.0%</b>	<b>1,190,801</b>	<b>47.3%</b>
<b>OPERATING EXPENSES</b>							
SALARIES AND WAGES	659,362	634,716	3.9%	684,595	(3.7%)	575,103	14.7%
CONTRACT LABOR	250,099	310,919	(19.6%)	75,918	229.4%	234	106,779.9%
SUPPLEMENTAL BENEFITS	257,207	248,708	3.4%	297,375	(13.5%)	246,840	4.2%
SUPPLIES	109,924	140,056	(21.5%)	101,845	7.9%	84,004	30.9%
DRUGS	57,922	51,437	12.6%	47,106	23.0%	27,419	111.2%
PURCHASED SERVICES	44,434	64,707	(31.3%)	43,594	1.9%	28,586	55.4%
REPAIRS, SERVICE & RENTALS	11,022	10,991	0.3%	12,669	(13.0%)	9,900	11.3%
UTILITIES	44,708	34,048	31.3%	31,387	42.4%	21,136	111.5%
INSURANCE	12,586	12,139	3.7%	8,608	46.2%	7,532	67.1%
PATIENT RELATED TRAVEL	1,209	1,029	17.5%	919	31.6%	148	716.9%
EDUCATION, TRAVEL, & DUES	16,017	11,976	33.7%	14,563	10.0%	12,594	27.2%
OTHER	285	1,541	(81.5%)	253	12.6%	848	(66.4%)
DEPRECIATION AND AMORT	113,906	83,624	36.2%	93,353	22.0%	38,797	193.6%
INTEREST	83,960	32,511	158.3%	33,080	153.8%	22,955	265.8%
TAXES & SURCHARGE	107,649	108,293	(0.6%)	86,680	24.2%	56,343	91.1%
<b>TOTAL OPERATING EXPENSES</b>	<b>1,770,290</b>	<b>1,746,695</b>	<b>1.4%</b>	<b>1,531,945</b>	<b>15.6%</b>	<b>1,132,439</b>	<b>56.3%</b>
LESS: WILLMAR MEDICAL SERVICES							
<b>NET OPERATING EXPENSES</b>	<b>1,770,290</b>	<b>1,746,695</b>	<b>1.4%</b>	<b>1,531,945</b>	<b>15.6%</b>	<b>1,132,439</b>	<b>56.3%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(16,019)</b>	<b>89,147</b>	<b>(118.0%)</b>	<b>33,988</b>	<b>(147.1%)</b>	<b>58,362</b>	<b>(127.4%)</b>
<b>NON OPERATING INCOME</b>							
INVESTMENT INCOME	1,000	1,170	(14.5%)	1,844	(45.8%)	2,250	(55.6%)
<b>TOTAL NON OPERATING INCOME</b>	<b>1,000</b>	<b>1,170</b>	<b>(14.5%)</b>	<b>1,844</b>	<b>(45.8%)</b>	<b>2,250</b>	<b>(55.6%)</b>
<b>NET INCOME (LOSS)</b>	<b>(\$15,019)</b>	<b>\$90,317</b>	<b>(116.6%)</b>	<b>\$35,832</b>	<b>(141.9%)</b>	<b>\$60,612</b>	<b>(124.8%)</b>

**Rice Home Medical**  
**RICE HOME MEDICAL**  
For the 03 Months Ending March 31, 2014

	March 2014	% of Gross Sales	March 2013	% of Gross Sales	March 2012	% of Gross Sales	March 2011	% of Gross Sales
<b>GROSS SALES</b>								
SALES REVENUE	\$1,673,444	57.65%	\$1,743,935	57.51%	\$1,659,719	63.78%	\$1,514,393	63.01%
RENTS REVENUE	1,225,128	42.21%	1,284,443	42.36%	942,424	36.22%	888,756	36.98%
MISC REVENUE	4,220	0.15%	4,158	0.14%	0	0.00%	137	0.01%
<b>GROSS SALES</b>	<b>2,902,791</b>	<b>100.00%</b>	<b>3,032,535</b>	<b>100.00%</b>	<b>2,602,144</b>	<b>100.00%</b>	<b>2,403,286</b>	<b>100.00%</b>
LESS: CONTRACTUAL ALLOWANCES	(935,881)	(32.24%)	(666,907)	(21.99%)	(558,654)	(21.47%)	(548,479)	(22.82%)
LESS: UNCOMPENSATED CARE	(1,971)	(0.07%)	(191)	(0.01%)	(5,601)	(0.22%)	0	0.00%
LESS: BAD DEBT EXPENSE	(33,160)	(1.14%)	(3,660)	(0.12%)	(11,881)	(0.46%)	(6,407)	(0.27%)
<b>NET SALES</b>	<b>1,931,780</b>	<b>66.55%</b>	<b>2,361,777</b>	<b>77.88%</b>	<b>2,026,007</b>	<b>77.86%</b>	<b>1,848,400</b>	<b>76.91%</b>
<b>COST OF GOODS SOLD</b>								
OXYGEN	16,531	0.57%	29,872	0.99%	33,199	1.28%	34,507	1.44%
EQUIPMENT	200,847	6.92%	243,001	8.01%	201,115	7.73%	248,286	10.33%
SUPPLY - FREIGHT	35,373	1.22%	43,772	1.44%	42,175	1.62%	29,964	1.25%
SUPPLY	529,357	18.24%	495,531	16.34%	484,427	18.62%	427,294	17.78%
EQUIPMENT REPAIR	55,868	1.92%	44,917	1.48%	24,318	0.93%	21,785	0.91%
SHOP EXPENSE	13,051	0.45%	9,105	0.30%	14,001	0.54%	7,513	0.31%
EQUIPMENT RENTAL & LEASES	213	0.01%	0	0.00%	0	0.00%	0	0.00%
PURCHASE DISCOUNTS	(37,765)	(1.30%)	(18,277)	(0.60%)	(25,784)	(0.99%)	(4,091)	(0.17%)
<b>TOTAL COST OF GOODS SOLD</b>	<b>813,476</b>	<b>28.02%</b>	<b>847,920</b>	<b>27.96%</b>	<b>773,450</b>	<b>29.72%</b>	<b>765,258</b>	<b>31.84%</b>
<b>GROSS PROFIT</b>	<b>1,118,304</b>	<b>38.53%</b>	<b>1,513,856</b>	<b>49.92%</b>	<b>1,252,558</b>	<b>48.14%</b>	<b>1,083,142</b>	<b>45.07%</b>
<b>OPERATING EXPENSES</b>								
SALARIES & WAGES	781,544	26.92%	721,260	23.78%	645,631	24.81%	546,051	22.72%
CONTRACT LABOR	0	0.00%	0	0.00%	0	0.00%	9,569	0.40%
SUPPLEMENTAL BENEFITS	306,009	10.54%	233,094	7.69%	199,623	7.67%	156,939	6.53%
SUPPLIES AND DRUGS	25,809	0.89%	22,741	0.75%	22,633	0.87%	28,961	1.21%
PURCHASED SERVICES	68,127	2.35%	112,677	3.72%	98,126	3.77%	65,027	2.71%
REPAIRS, SERVICE & RENTALS	65,376	2.25%	65,119	2.15%	43,303	1.66%	49,629	2.07%
UTILITIES	40,579	1.40%	28,338	0.93%	23,224	0.89%	28,568	1.19%
INSURANCE	11,568	0.40%	12,277	0.40%	16,362	0.63%	16,864	0.70%
PATIENT RELATED TRAVEL	38,624	1.33%	38,076	1.26%	41,834	1.61%	34,632	1.44%
EDUCATION, TRAVEL, & DUES	15,157	0.52%	20,460	0.67%	16,813	0.65%	8,699	0.36%
OTHER EXPENSE	41,809	1.44%	29,181	0.96%	12,289	0.47%	12,018	0.50%
DEPRECIATION & AMORTIZATION	315,352	10.86%	141,550	4.67%	122,800	4.72%	117,283	4.88%
INTEREST EXPENSE	22	0.00%	11,337	0.37%	12,281	0.47%	17,135	0.71%
TAXES	12,043	0.41%	12,971	0.43%	11,258	0.43%	12,928	0.54%
<b>TOTAL OPERATING EXPENSES</b>	<b>1,722,018</b>	<b>59.32%</b>	<b>1,449,080</b>	<b>47.78%</b>	<b>1,266,177</b>	<b>48.66%</b>	<b>1,104,304</b>	<b>45.95%</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>(603,714)</b>	<b>(20.80%)</b>	<b>64,777</b>	<b>2.14%</b>	<b>(13,620)</b>	<b>(0.52%)</b>	<b>(21,162)</b>	<b>(0.88%)</b>
INVESTMENT INCOME	800	0.03%	(1)	0.00%	954	0.04%	(3,846)	(0.16%)
OTHER GAIN (LOSS)	5,633	0.19%	0	0.00%	11,893	0.46%	12,158	0.51%
<b>NET INCOME (LOSS)</b>	<b>(\$598,081)</b>	<b>(20.60%)</b>	<b>\$64,777</b>	<b>2.14%</b>	<b>(\$1,727)</b>	<b>(0.07%)</b>	<b>(\$9,004)</b>	<b>(0.37%)</b>

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**RICE MEMORIAL HOSPITAL  
CONSOLIDATED CASH FLOW STATEMENT**

**FOR THE PERIOD ENDED:  
March 31, 2014**

Line #	Current YTD	Prior YTD
1 Sources of Cash & Investments:		
2 Net Income	\$ (2,233,155)	\$ (1,038,021)
3 Depreciation & Amortization	2,217,766	\$ 2,028,586
4 Debt Proceeds	-	-
5 Other		
6		
7 Total Sources	<u>(15,389)</u>	<u>990,565</u>
8		
9 Uses		
10 Property, Plant, and Equipment - Gross	4,154,404	2,586,204
11 Debt Payments/Re-funding	1,502,843	1,839,103
12 Working Capital Changes & Other - Net	(1,514,604)	(3,228,793)
13		
14 Total Uses	<u>4,142,643</u>	<u>1,196,514</u>
15		
16 Increase / (Decrease) Cash & Investments	(4,158,032)	(205,949)
17		
18 Beginning of Period (January 1)	<u>31,952,720</u>	<u>28,941,389</u>
19		
20 End of Period	<u>\$ 27,794,688</u>	<u>\$ 28,735,440</u>

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

Line #	Patient Days	CURRENT MONTH				2013	Act/2013	Prior	Act/Prior
		Actual	Forecast	Var.	Var. %		Var. %	3 mo avg	Var. %
1	Adult Health Care	586	542	44	8.1%	526	11.4%	558	5.0%
2	Women and Children's Care	225	210	15	7.1%	201	11.9%	183	23.0%
3	ICCU	50	61	(11)	-18.0%	45	11.1%	63	-20.6%
4	Mental Health	235	215	20	9.3%	212	10.8%	215	9.3%
5	Total Adult & Peds	1,096	1,028	68	6.6%	984	11.4%	1,019	7.6%
6									
7	Average Daily Census	35.4	33.2	2.2	6.6%	31.7	11.4%	34.0	4.1%
8									
9	Average Length of Stay	3.83	3.54	0.29	8.3%	3.62	5.9%	3.84	-0.2%
10									
11	Admissions-Inpatient	283	290	(7)	-2.5%	266	6.4%	269	5.2%
12	Observation patients	167	171	(4)	-2.3%	200	-16.6%	147	13.7%
13									
14	Medicare Case Mix Index	1.291	1.288	0.003	0.2%	1.288	0.2%	1.340	-3.6%
15	Case Mix Index-Total	0.975	1.014	(0.039)	-3.9%	1.064	-8.4%	1.020	-4.4%
16									
17	Adjusted Admissions	829	842	(13)	-1.6%	828	0.1%	759	9.2%
18	Adjusted Patient Days	3,210	2,981	229	7.7%	3,062	4.8%	2,876	11.6%
19									
20	Births	70	68	2	2.9%	52	34.6%	62	12.9%
21									
22	Rice Care Center-Days	1,833	1,860	(27)	-1.5%	2,031	-9.7%	1,781	2.9%
23	Rice Care Center-Average Daily Census	59.1	60.0	(0.9)	-1.5%	65.5	-9.7%	59.4	-0.4%
24	Rice Care Center Case Mix Index	1.025	1.020	0.00	0.5%	1.022	0.3%	1.025	0.0%
25									
26									
27									
		YEAR-TO-DATE				2013	Act/2013	2012	Act/2012
		Actual	Forecast	Var.	Var. %		Var. %		Var. %
28	<b>Patient Days</b>								
29	Adult Health Care	1,732	1,626	106	6.5%	1,611	7.5%	1,739	-0.4%
30	Women and Children's Care	588	630	(42)	-6.7%	647	-9.1%	756	-22.2%
31	ICCU	177	183	(6)	-3.3%	172	2.9%	228	-22.4%
32	Mental Health	675	645	30	4.7%	624	8.2%	566	19.3%
33	Total Adult & Peds	3,172	3,084	88	2.9%	3,054	3.9%	3,289	-3.6%
34									
35	Average Daily Census	35.2	34.3	1.0	2.9%	33.9	3.9%	36.1	-2.5%
36									
37	Average Length of Stay	3.87	3.54	0.33	9.4%	3.54	9.4%	3.58	8.1%
38									
39	Admissions-Inpatient	817	871	(54)	-6.2%	857	-4.7%	918	-11.0%
40	Observation patients	451	513	(62)	-12.1%	556	-18.9%	726	-37.8%
41									
42	Medicare Case Mix Index	1.344	1.288	0.056	4.4%	1.280	5.0%	1.336	0.6%
43	Case Mix Index-Total	1.005	1.014	(0.010)	-1.0%	1.030	-2.5%	1.027	-2.2%
44									
45	Adjusted Admissions	2,323	2,526	(204)	-8.1%	2,471	-6.0%	2,679	-13.3%
46	Adjusted Patient Days	9,017	8,944	74	0.8%	8,821	2.2%	9,597	-6.0%
47									
48	Births	188	204	(16)	-7.8%	192	-2.1%	173	8.7%
49									
50	Rice Care Center-Days	5,350	5,580	(230)	-4.1%	6,056	-11.7%	6,441	-16.9%
51	Rice Care Center-Average Daily Census	59.4	62.0	(2.6)	-4.1%	67.3	-11.7%	70.8	-16.0%
52	Rice Care Center Case Mix Index	1.029	1.020	0.01	0.8%	1.022	0.6%	1.014	1.4%

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

	CURRENT MONTH				2013	Act/2013 Var. %	Prior 3 mo avg	Act/Prior Var. %
	Actual	Forecast	Var.	Var. %				
<b>Ancillary Services</b>								
1 IP Surgeries	70	93	(23)	-24.7%	81	-13.6%	75	-6.7%
2 OP Surgeries	177	197	(20)	-10.2%	187	-5.3%	183	-3.3%
3 Total Surgeries	247	290	(43)	-14.8%	268	-7.8%	258	-4.3%
4								
5 ER Visits-Inpatient	184	173	11	6.4%	179	2.8%	166	10.8%
6 ER Visits-Outpatient	894	906	(12)	-1.3%	913	-2.1%	756	18.3%
7 ER Visits-Total	1,078	1,079	(1)	-0.1%	1,092	-1.3%	922	16.9%
8								
9 Lab Tests	23,138	22,239	899	4.0%	20,736	11.6%	21,737	6.4%
10 Medical Imaging Procedures	1,525	1,429	96	6.7%	1,412	8.0%	1,354	12.6%
11 Radiation Oncology Treatments	251	414	(163)	-39.4%	577	-56.5%	203	23.6%
12 Medical Oncology Visits	236	205	31	15.1%	178	32.6%	234	0.9%
13								
14 Dialysis Treatments	1,020	818	202	24.7%	774	31.8%	917	11.2%
15 Rehab Visits	3,730	3,693	37	1.0%	3,271	14.0%	3,499	6.6%
16 Hospice Visits	2,115	1,847	268	14.5%	1,824	16.0%	1,778	19.0%
17 Ambulance Runs	215	221	(6)	-2.7%	225	-4.4%	233	-7.7%
18								
19								
20 <b>Full Time Equivalents (FTE's)</b>								
21 FTE's - Hospital	627	625	2	0.3%	649	-3.4%	636	-1.5%
22 FTE's - Care Center	81	79	2	2.1%	83	-3.2%	79	2.1%
23 FTE's - Home Medical	84	87	(3)	-3.8%	77	8.8%	83	0.8%
24 Total FTE's	791	791	0	0.0%	809	-2.2%	799	-1.0%
25								
26								
27								
28								
	YEAR-TO-DATE				2013	Act/Prior Var. %	2012	Act/Prior Var. %
	Actual	Forecast	Var.	Var. %				
<b>29 Ancillary Services</b>								
30 IP Surgeries	209	279	(70)	-25.1%	276	-24.3%	297	-29.6%
31 OP Surgeries	504	591	(87)	-14.7%	542	-7.0%	661	-23.8%
32 Total Surgeries	713	870	(157)	-18.0%	818	-12.8%	870	-18.0%
33								
34 ER Visits-Inpatient	513	519	(6)	-1.2%	506	1.4%	579	-11.4%
35 ER Visits-Outpatient	2,403	2,718	(315)	-11.6%	2,574	-6.6%	2,663	-9.8%
36 ER Visits-Total	2,916	3,237	(321)	-9.9%	3,080	-5.3%	3,242	-10.1%
37								
38 Lab Tests	66,011	66,717	(706)	-1.1%	64,610	2.2%	72,009	-8.3%
39 Medical Imaging Procedures	4,236	4,287	(51)	-1.2%	4,038	4.9%	4,760	-11.0%
40 Radiation Oncology Treatments	709	1,242	(533)	-42.9%	1,427	-50.3%	1,991	-64.4%
41 Medical Oncology Visits	698	615	83	13.5%	563	24.0%	655	6.6%
42								
43 Dialysis Treatments	2,856	2,454	402	16.4%	2,242	27.4%	2,024	41.1%
44 Rehab Visits	10,881	11,079	(198)	-1.8%	10,497	3.7%	10,579	2.9%
45 Hospice Visits	5,634	5,541	93	1.7%	5,734	-1.7%	5,780	-2.5%
46 Ambulance Runs	705	663	42	6.3%	679	3.8%	648	8.8%
47								
48								
49 <b>Full Time Equivalents (FTE's)</b>								
50 FTE's - Hospital	634	625	9	1.4%	643	-1.4%	658	-3.7%
51 FTE's - Care Center	80	79	1	1.0%	84	-5.0%	83	-3.7%
52 FTE's - Home Medical	84	87	(3)	-4.0%	78	7.3%	69	20.2%
53 Total FTE's	797	791	6	0.7%	805	-1.0%	811	-1.7%

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**RICE MEMORIAL HOSPITAL  
KEY PERFORMANCE INDICATORS**

**FOR THE PERIOD ENDED:**

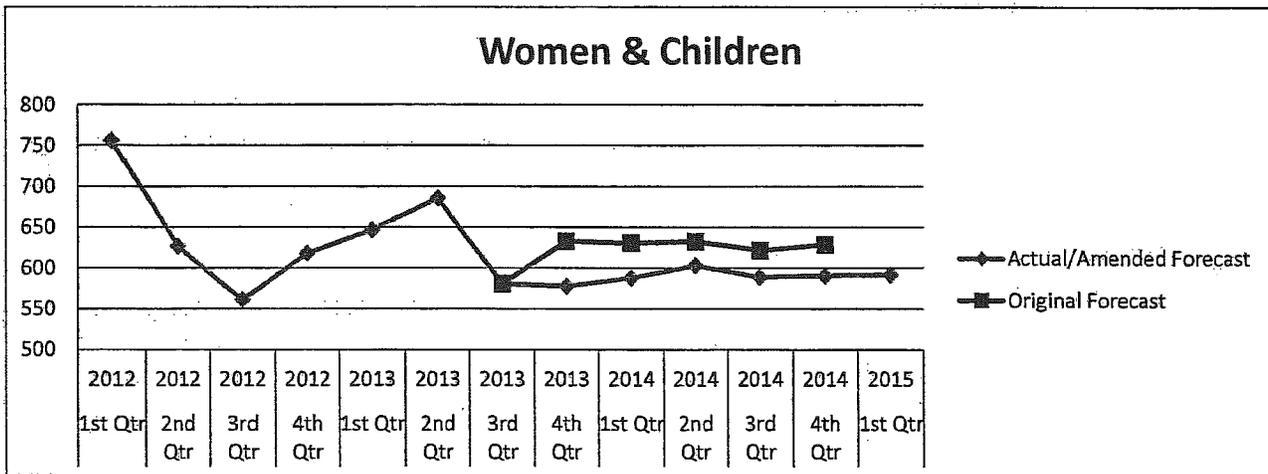
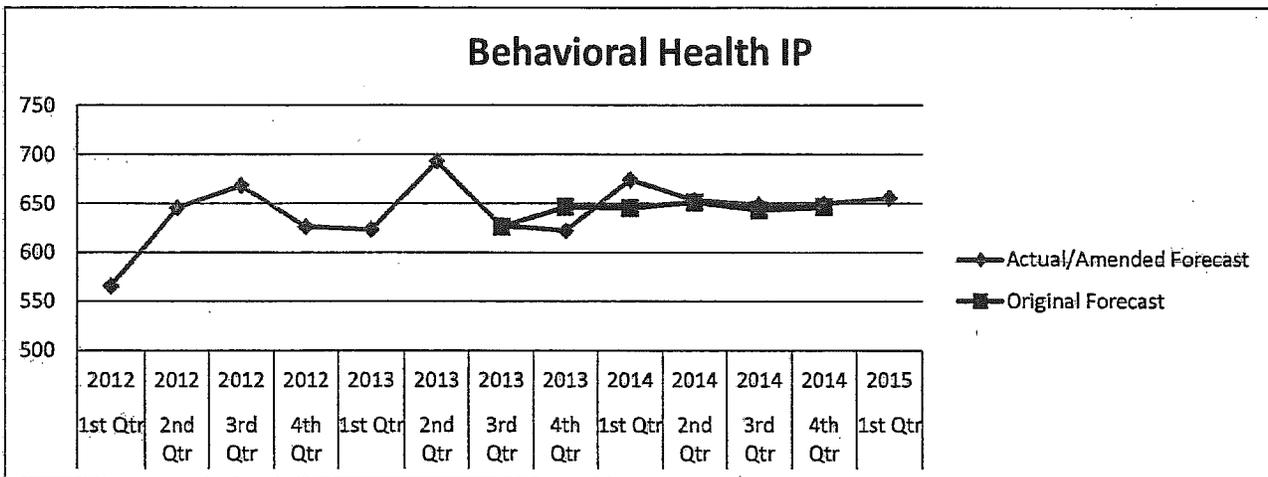
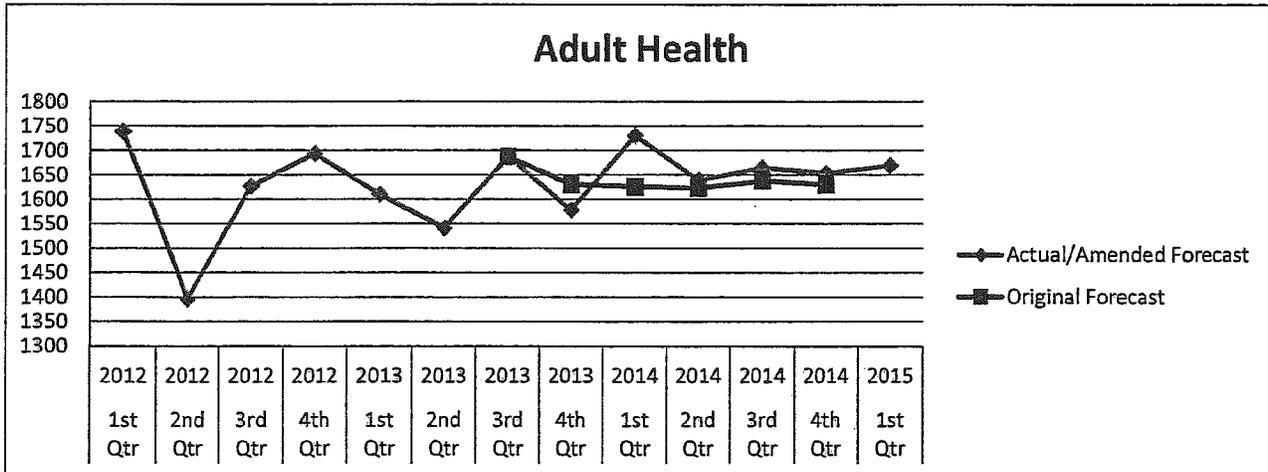
Line #	03/31/14 Actual	2014 YTD Actual	2014 Forecast	2013 Actual	2012 Actual	2011 Actual	Industry Benchmarks	
1	<b>OPERATIONAL</b>							
2	<b>Operating Margin</b>							
3	Rice Hospital	1.9%	-10.7%	1.6%	-1.5%	1.3%	5.0%	
4	Rice Care Center	-6.1%	-0.9%	3.7%	1.0%	8.7%	-0.1%	
5	Rice Home Medical	-28.6%	-31.3%	4.0%	-22.5%	-3.0%	1.4%	
6								
7	Consolidated Operating Margin	-1.3%	-11.8%	2.0%	-3.2%	1.4%	4.4%	2.2%
8								
9	Consolidated Excess Margin	-1.8%	-10.4%	2.5%	-3.6%	2.4%	5.8%	2.8%
10								
11	EBIDA Operating Margin	10.3%	0.9%	12.6%	7.0%	11.6%	14.6%	10.8%
12								
13	<b>FINANCIAL</b>							
14	Debt/Capitalization Ratio		46.0%	43.3%	46.3%	43.3%	46.3%	38.7%
15	Debt Service Coverage		0.5	3.2	1.8	3.0	3.5	2.9
16	Net Days in Accounts Receivable-Hospital		57	46	52	64	55	46
17	Days of Cash		117	117	128	114	116	131
18	Unrestricted Cash/Debt		58%	68%	64%	63.0%	58.6%	87%
19	Cushion Ratio		7.7	10.1	8.9	7.1	6.3	9.1
20	Average Age of Plant		9.4	10.1	9.3	9.1	9.2	10.2
21	Financial Strength Index		(2.44)	0.79	(0.52)	0.75	1.65	0.30
22	<b>PRODUCTIVITY</b>							
23	<i>Rice Hospital</i>							
24								
25	Controllable Expense/Adj. Admit	\$ 7,860	\$ 8,689	\$ 7,922	\$ 8,255	\$ 8,287	\$ 7,610	
26								
27	Compensation Ratio	55.6%	61.7%	51.0%	52.6%	50.5%	48.1%	50%
28								
29	FTE per Adjusted Admit	14.8	16.0	14.4	14.9	14.6	13.4	14.9
30	FTE per Adjusted Patient Day	3.8	4.1	4.1	4.2	4.1	3.8	4.4
31								
32	Supply Expense per CMI Adjusted Discharge	\$ 692	\$ 753	\$ 744	\$ 770	\$ 755	\$ 739	
33	Drug Expense per CMI Adjusted Discharge	\$ 453	\$ 523	\$ 662	\$ 684	\$ 762	\$ 614	
34	Total Supply & Drug Expense per CMI Adj. Disch	\$ 1,145	\$ 1,276	\$ 1,406	\$ 1,454	\$ 1,517	\$ 1,353	
35								
36	Bad Debt as % of Net Patient Revenue	2.1%	2.2%	1.9%	2.0%	2.2%	2.1%	7.4%
37								
38	Capital Expense (Interest + Depreciation)	9.8%	9.5%	9.3%	9.1%	9.0%	9.6%	6.9%
39								
40	<i>Rice Care Center Hours per Day</i>	7.1	7.0	6.5	6.6	6.7	6.5	5.8
41								
42	<i>Rice Home Medical</i>							
43	Sales per FTE	\$ 135,900	\$ 138,800	\$ 191,600	\$ 161,600	\$ 144,500	\$ 158,000	
44								
45	Inventory Turns		3.9		4.7	5.8	6.0	
46	Inventory Days on Hand		94		78	63	61	
47								

**KEY PERFORMANCE INDICATORS by ENTITY**

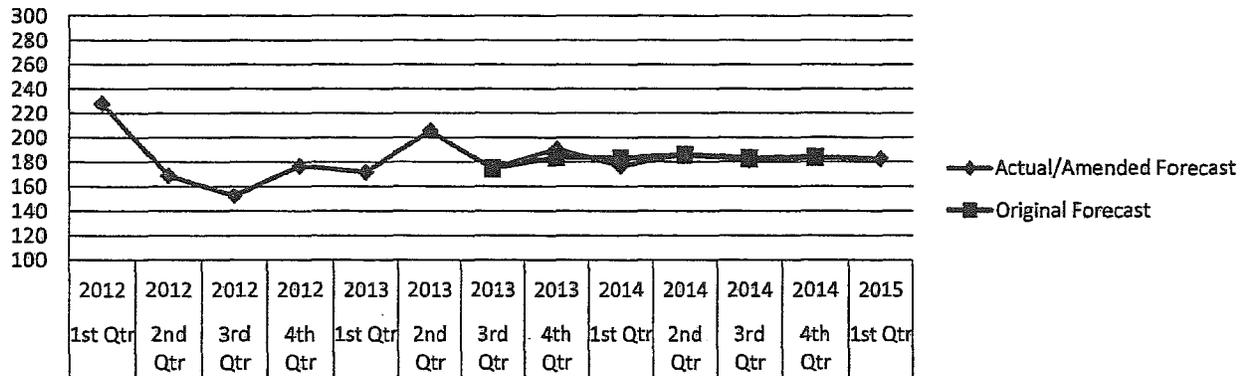
	2011	1st Qtr 2012	2nd Qtr 2012	3rd Qtr 2012	4th Qtr 2012	1st Qtr 2013	2nd Qtr 2013	3rd Qtr 2013	4th Qtr 2013	1st Qtr 2014	YTD 2014
<b>Consolidated:</b>											
Operating Margin %	4.4%	-2.3%	3.4%	-2.9%	7.2%	-5.5%	-0.9%	-0.4%	-6.2%	-11.8%	-11.8%
Excess Margin %	5.8%	-1.9%	5.2%	-1.7%	7.6%	-4.4%	-2.8%	-0.7%	-6.8%	-10.4%	-10.4%
EBIDA Operating Margin %	14.1%	8.0%	13.1%	7.3%	15.6%	5.0%	9.3%	9.8%	4.2%	0.9%	0.9%
<b>Hospital</b>											
Operating Margin %	5.0%	-2.9%	3.4%	-4.1%	8.0%	-7.4%	5.3%	0.2%	-5.0%	-10.7%	-10.7%
EBIDA Operating Margin %	15.0%	8.0%	13.5%	6.8%	17.0%	3.9%	15.6%	10.8%	5.6%	1.7%	1.7%
Revenue/Adj. Admission Reimbursement Rate	\$ 10,120 48.7%	\$ 9,785 48.2%	\$ 10,358 49.4%	\$ 9,892 47.7%	\$ 10,800 48.7%	\$ 9,856 46.4%	\$ 10,417 48.9%	\$ 9,840 46.1%	\$ 10,283 44.8%	\$ 9,837 43.6%	\$ 9,842 43.6%
FTE/Adj. Admission FTE/Adj. Patient Day	13.4 3.8	14.5 4.0	14.4 4.1	14.8 4.1	14.9 4.3	15.2 4.3	14.6 4.0	14.2 4.2	15.6 4.3	16.1 4.1	16.1 4.1
Total Expense Ratio Controllable Exp./AA	\$ 49.0% 7,610	\$ 52.6% 8,082	\$ 52.1% 8,087	\$ 52.2% 8,122	\$ 50.3% 8,101	\$ 52.3% 8,277	\$ 49.4% 7,838	\$ 48.6% 7,686	\$ 51.7% 8,552	\$ 51.1% 8,659	\$ 51.1% 8,663
Compensation Ratio Supply & Drug Expense/CMI AA	\$ 48.1% 1,357	\$ 53.2% 1,516	\$ 50.5% 1,579	\$ 51.9% 1,574	\$ 50.1% 1,418	\$ 56.4% 1,402	\$ 49.8% 1,400	\$ 52.3% 1,446	\$ 55.7% 1,606	\$ 61.8% 1,312	\$ 61.8% 1,310
<b>Care Center</b>											
Operating Margin %	-0.1%	2.2%	10.8%	12.6%	8.1%	4.9%	-2.9%	1.0%	0.9%	-0.9%	-0.9%
EBIDA Operating Margin %	6.8%	10.2%	17.7%	18.9%	14.0%	11.2%	3.9%	7.8%	10.1%	10.4%	10.4%
Case Mix Total Revenue/Day Controllable Exp./Day	1.06 \$ 212 \$ 187	1.01 \$ 243 \$ 205	1.02 \$ 272 \$ 208	1.03 \$ 283 \$ 214	1.00 \$ 296 \$ 238	1.02 \$ 303 \$ 251	1.04 \$ 292 \$ 263	1.01 \$ 296 \$ 254	1.01 \$ 313 \$ 262	1.03 \$ 328 \$ 274	1.03 \$ 328 \$ 274
Operating Margin/Day	\$ (0.3)	\$ 5.1	\$ 29.0	\$ 35.4	\$ 23.8	\$ 14.4	\$ (8.7)	\$ 3.1	\$ 3.2	\$ (2.7)	\$ (3.0)
Hours/Resident Day	6.1	6.2	6.2	6.1	6.2	6.4	6.5	6.8	6.7	7.0	7.0
<b>Home Medical</b>											
Operating Margin %	1.4%	-0.7%	-3.2%	-5.5%	-2.7%	2.7%	-118.8%	-6.2%	-20.7%	-31.3%	-31.3%
EBIDA Operating Margin %	7.7%	6.0%	3.8%	0.8%	3.1%	9.2%	-103.1%	3.4%	-11.4%	-14.9%	-14.9%
Net Sales % / Gross Sales Gross Profit % Sales/FTE Sales/Sq. Ft.	76.3% 60.6% \$ 158,081	77.9% 61.8% \$ 149,876	79.2% 60.4% \$ 137,504	75.2% 57.0% \$ 149,774	75.6% 66.6% \$ 141,174	77.9% 64.2% \$ 155,564	37.0% 23.9% \$ 147,234	73.4% 58.9% \$ 167,657	64.4% 52.5% \$ 175,516	66.5% 58.0% \$ 138,895	66.5% 58.0% \$ 138,837

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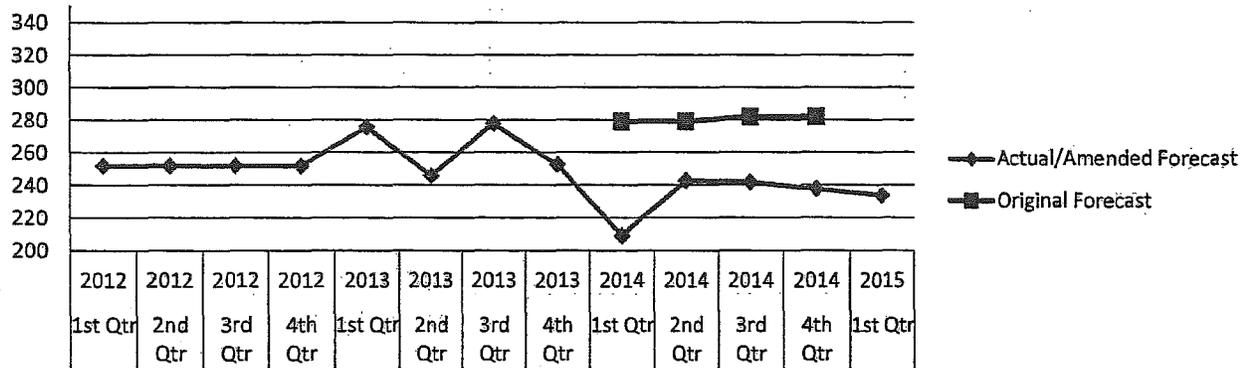
## Key Volume Indicators - Actual/Amended Forecast to Original Forecast



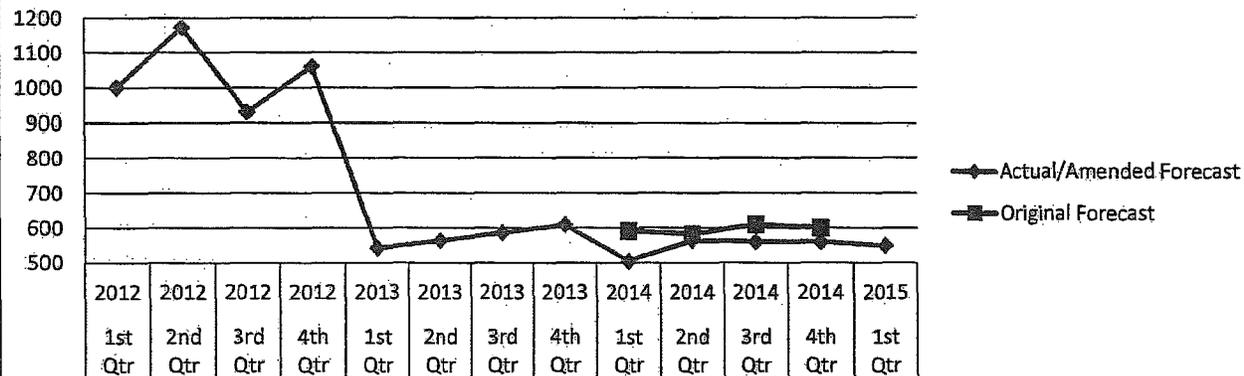
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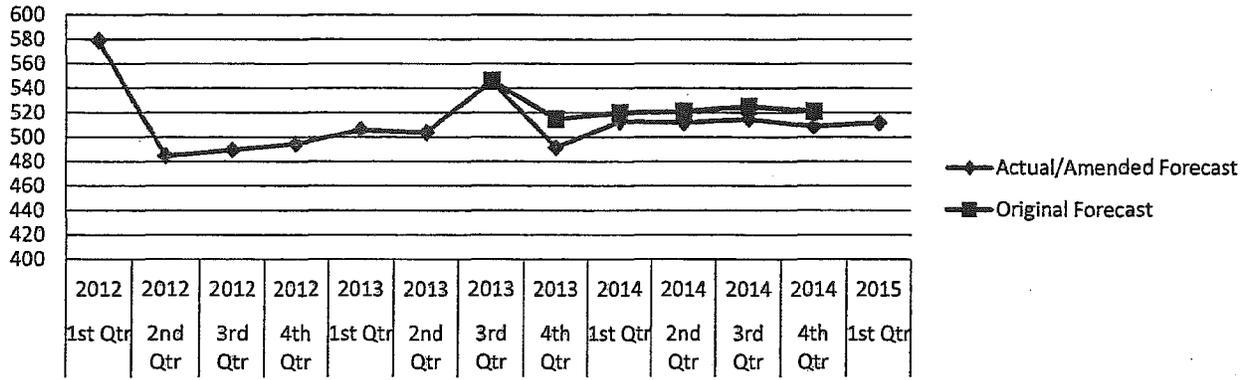
### IP Surgery



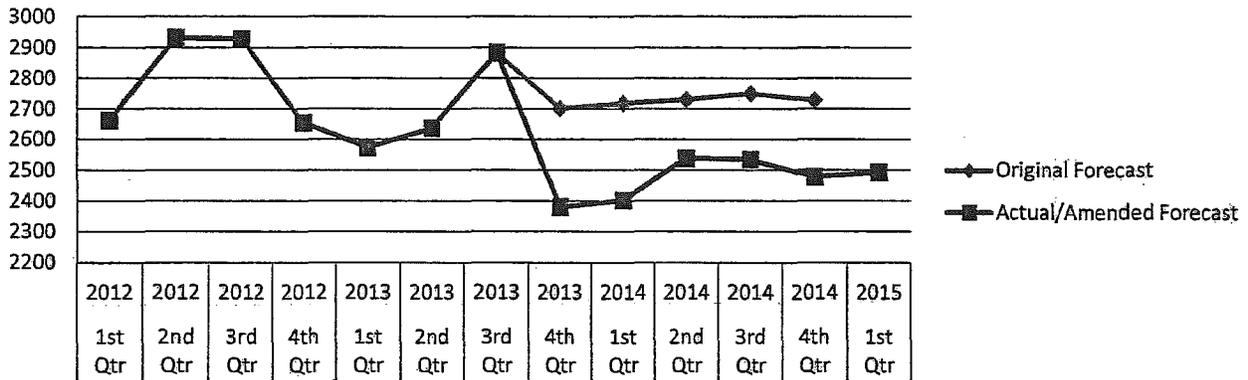
### OP Surgery



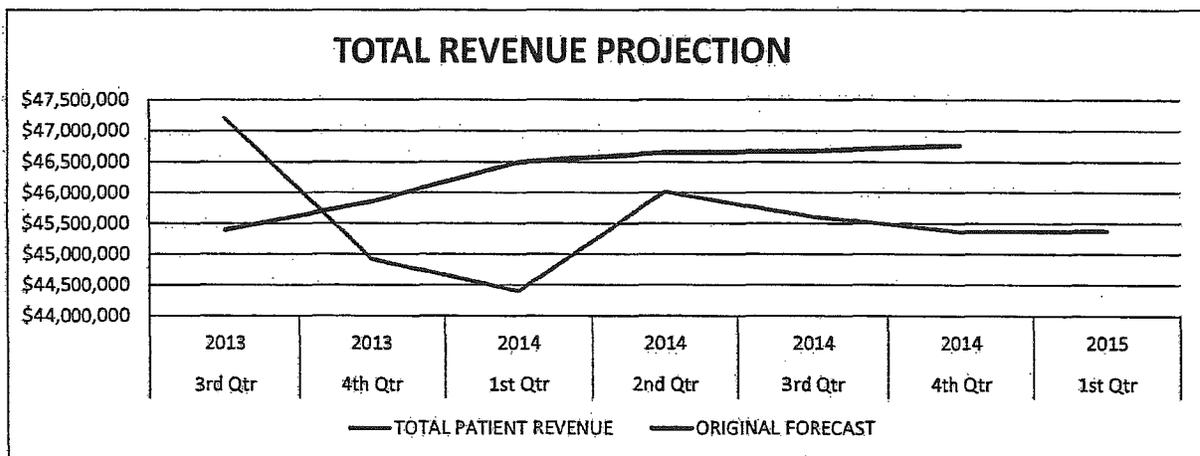
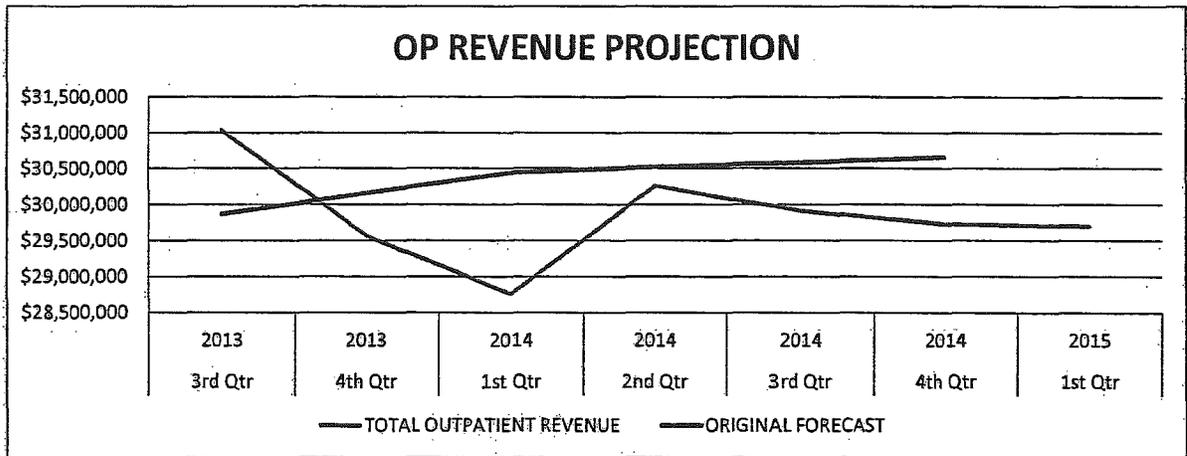
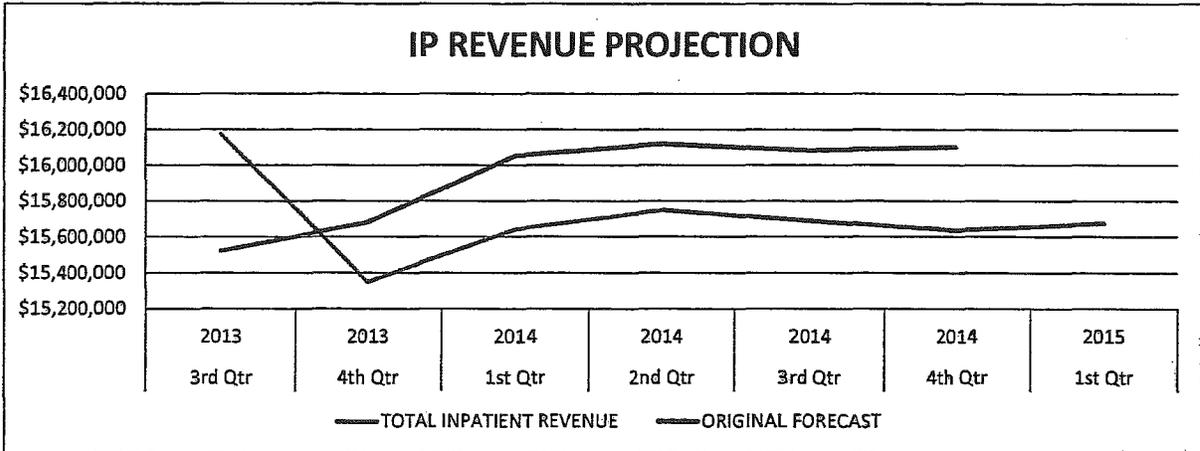
### IP ED

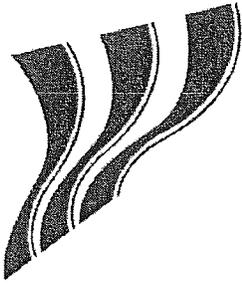


### OP ED



**Revenue Projections - Actual/Amended Forecast to Original Forecast**





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

**Agenda Item Number:** 4

**Meeting Date:** May 12, 2014

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** June 2, 2014

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

**Originating Department:** City Planner/Airport Manager

**Agenda Item:** Consideration of Special Ag Land Bids

**Recommended Action:** N/A

**Background/Summary:**

Dan Groothuis, prior owner of land northwest of the new airport runway, has inquired to various Council Members whether special bidding criteria could be given to land owners who lost acreage from the eminent domain taking of land. Mr. Groothuis will express his desires to have negotiated rental rates or rights of first refusal after bids are solicited.

**Alternatives:** Stay with the Current Four Year Policy of Bidding Agricultural Land Conducted by the Airport Manager.

**Financial Considerations:** Possible Loss of Revenue

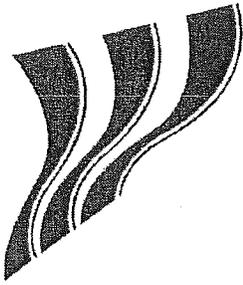
**Preparer:** City Planner/Airport Manager

**Signature:** *Megan DeSchepper*

**Comments:**

Awarded Ag Bid Stats

Land	Awarded	Amount Per Acre	Acre	Years total 4	July 1st	Dec. 1st	Each year	
Tract 1	Kallevig Agri-Products	\$ 232.87	73 acres	\$ 67,998.04	\$ 8,499.75	\$ 8,499.76	\$ 16,999.51	
Tract 2	Kallevig Agri-Products	\$ 238.27	138.5 acres	\$ 132,001.58	\$ 16,500.19	\$ 16,500.20	\$ 33,000.39	
Tract 3	Justin Boike	\$ 156.00	10.95 acres	\$ 6,832.80	\$ 854.10	\$ 854.10	\$ 1,708.20	
Tract 4	Byron Boike	2011 -	\$146.00	56 acres	\$ 39,536.00	\$ 4,088.00	\$ 4,088.00	\$ 8,176.00
		2012 -	\$146.00		\$ 4,088.00	\$ 4,088.00	\$ 8,176.00	
		2013 -	\$207.00		\$ 5,796.00	\$ 5,796.00	\$ 11,592.00	
		2014 -	\$207.00		\$ 5,796.00	\$ 5,796.00	\$ 11,592.00	
Tract 5	Heidecker Bros.	\$ 75.00	17.2 acres	\$ 5,160.00	\$ 645.00	\$ 645.00	\$ 1,290.00	
Tract 6	Steve Ruschen	2011 -	\$165.00	140 acres	\$ 91,700.00	\$ 11,550.00	\$ 11,550.00	\$ 23,100.00
		2012 -	\$160.00		\$ 11,200.00	\$ 11,200.00	\$ 22,400.00	
		2013 -	\$165.00		\$ 11,200.00	\$ 11,200.00	\$ 22,400.00	
		2014 -	\$170.00		\$ 11,900.00	\$ 11,900.00	\$ 23,800.00	
Tract 7	John Arndt	2011 -	\$125.50	24.48 acres	\$ 12,293.84	\$ 1,536.12	\$ 1,536.12	\$ 3,072.24
		2012 -	\$125.50		\$ 1,536.12	\$ 1,536.12	\$ 3,072.24	
		2013 -	\$125.60		\$ 1,537.34	\$ 1,537.34	\$ 3,074.68	
		2014 -	\$125.60		\$ 1,537.34	\$ 1,537.34	\$ 3,074.68	
Tract 8	Jay Larson	\$ 125.50	72.7 acres	\$ 36,495.40	\$ 4,561.92	\$ 4,561.93	\$ 9,123.85	
R.O.W. 1	Dennis Bredeson	\$ 100.00	13 acres	\$ 5,200.00	\$ 650.00	\$ 650.00	\$ 1,300.00	
R.O.W. 2	Dan Groothuis	\$ 176.00	68 acres	\$ 47,872.00	\$ 5,984.00	\$ 5,984.00	\$ 11,968.00	
R.O.W. 3	Peggy Groothuis	\$ 120.00	10.62 acres	\$ 5,097.60	\$ 637.20	\$ 637.20	\$ 1,274.40	
R.O.W. 4	Steve Ruschen	2011 -	\$147.00	137.09 acres (.06 acres over)	\$ 81,294.37	\$ 10,076.11	\$ 10,076.12	\$ 20,152.23
		2012 -	\$147.00		\$ 10,076.11	\$ 10,076.12	\$ 20,152.23	
		2013 -	\$149.00		\$ 10,213.20	\$ 10,213.21	\$ 20,426.41	
		2014 -	\$150.00		\$ 10,281.75	\$ 10,281.75	\$ 20,563.50	
R.O.W. 5	No bids - Myron Bluhm		6 acres	\$400.00	\$50.00	\$50.00	\$100.00	



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE  
ACTION

Agenda Item Number: 5

Meeting Date: May 12, 2014

Attachments: \_\_\_ Yes  No

CITY COUNCIL ACTION

Date: May 19, 2014

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Increasing the Lakeland Drive SE Bike Trail Budget.

Recommended Action: Increase the Budget

Background/Summary:

Bill Latham of WM Latham Appraisals (under contract for \$29,500) has concluded the appraisal of the Lakeland Drive SE Bike Trail project. Initial permanent and temporary easement values were estimated at \$40,500. The total appraised value return by Mr. Latham to the City Clerk-Treasurer comes to \$85,450.

To complete the task of purchasing the necessary easements an additional \$45,000 needs to be added to the budget.

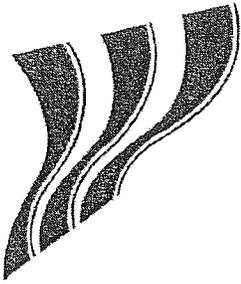
Alternatives: Discontinue the Bike Trail Concept.

Financial Considerations: \$45,000 from the Industrial Development Fund (Former Local Option Sales Tax Fund). Keeping in mind the Temporary easement deadline is two years from purchase. If the City fails to construct the bike trail by late May / early June of 2016, the temporary easement money totaling \$16,100 is kept by the landowner and the City must repurchase temporary easements.

Preparer: City Clerk-Treasurer

Signature:

Comments: Adopt Resolution Amending the Project Budget.



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 6

Meeting Date: May 12, 2014

Attachments:  Yes No

CITY COUNCIL ACTION

Date: May 19, 2014

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

Originating Department: Finance

Agenda Item: 2015 Proposed Budget Calendar

Recommended Action: Review and approve the 2015 Proposed Budget Calendar.

Background/Summary: Annually, Council reviews and approves the budget calendar.

Alternatives: N/A

Financial Considerations: None.

Preparer: Steve Okins, Finance Director

Signature:

Comments:

## BUDGET CALENDAR

### CALENDAR

MAY

### PROPOSED ACTION

Mayor, City Administrator and Finance Director to meet on establishing the Budget Calendar.

Finance Committee to adopt Budget Calendar.

JUNE

Mayor shall prepare or cause to be prepared and submitted to the Council a five (5) year capital program at least three (3) months prior to the final date for submission of the proposed budget.

Council work session on Capital Improvement Programs

Finance Director to compile information on budget forms pertaining to prior and current year expenditures and prepare preliminary revenue estimates. Send out forms and instructions for annual budget preparation to Department Heads.

JULY

Completed Department Heads' estimates must be returned to the Finance Director.

Mayor meets with the City Administrator and Finance Director to prepare the Mayor's Proposed Budget.

AUGUST

Publish a notice in the paper telling the public both the proposed Operating and Capital Improvement Budgets are on file and are open for inspection.

Mayor presents Proposed Budget to Finance Committee.

SEPTEMBER

Adopt and Certify Proposed Levy to the County Auditor for the Truth in Taxation Requirements.

OCTOBER – NOVEMBER

Gather citizen input.

Live WRAC-8 Broadcast

Public Informational Meeting

Publish notice in the paper telling the public both the Operating and Capital Improvement Budgets will be discussed at the Truth in Taxation Hearing.

DECEMBER

City Council shall hold Truth in Taxation hearing to study the Proposed Budget. Date determined by County and School District Hearings.

Adoption of the Budget.

DECEMBER 31<sup>st</sup> (No Later Than) Certification of the Tax Levy to the County.

**ARTICLE V. FINANCIAL PROCEDURES**

Section 5.01. Fiscal year.

Section 5.02. Submission of budget and message.

Section 5.03. The budget.

Section 5.04. Capital program.

Section 5.05. Adoption of the annual budget and capital program.

Section 5.06. Public records.

Section 5.07. Amendments after adoption.

Section 5.08. Lapse of appropriations.

Section 5.09. Administration of budget.

**Section 5.01. Fiscal year.**

The fiscal year of the City shall be the calendar year.

*(Ord. No. 1027, § 1, 7-15-92)*

**Section 5.02. Submission of budget and message.**

Within the time frame established by State law, the Mayor shall prepare or cause to be prepared and submit to the Council the budget for the ensuing fiscal year and an accompanying message. The budget message shall explain the proposed budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the Finance Committee of the Council deems desirable. Prior to the submission of the proposed budget and budget message, notice thereof shall be published at least ten (10) days prior to the meeting at which it shall be presented and shall state the time and place of said meeting and shall state that said proposed budget is on file in the office of the City Clerk and open to inspection. At least one copy of the proposed budget and of the proposed capital program shall be filed with the City Clerk upon the publication of the notice and shall be kept available for public inspection until the budget and capital program are adopted.

*(Ord. No. 1027, § 1, 7-15-92)*

**Section 5.03. The budget.**

The budget shall provide a complete financial plan of all City funds and activities for the ensuing year and, except as required by law or this Charter, shall be in such form as the Council deems desirable or may require. The total of proposed expenditures shall not exceed the total of estimated income.

*(Ord. No. 1027, § 1, 7-15-92)*

**Section 5.04. Capital program.**

The Mayor shall prepare or cause to be prepared and submitted to the Council a five (5) year capital program at least three (3) months prior to the final date for submission of the proposed budget.

*(Ord. No. 1027, § 1, 7-15-92)*

**Section 5.05. Adoption of the annual budget and capital program.**

The Council shall hold public meetings on the budget and capital program. The meeting shall be conducted so as to give interested citizens a reasonable opportunity to be heard. The Council shall adopt the budget and capital program within the time limits established by State law and the adoption shall be by resolution.

(Ord. No. 1027, § 1, 7-15-92)

### **Section 5.06. Public records.**

Copies of the budget and the capital program as adopted shall be public records and shall be available for inspection by the public at the offices of the City Clerk.

(Ord. No. 1027, § 1, 7-15-92)

### **Section 5.07. Amendments after adoption.**

Subdivision 1. Supplemental appropriations. If during the fiscal year the City Administrator certifies that there are available for appropriation revenues in excess of those estimated in the budget, the Council by resolution may make supplemental appropriations for the year up to the amount of such excess.

Subdivision 2. Contingency Reserve. The Council shall be authorized to have a reserve fund which shall be called a contingency reserve in an amount not to exceed ten (10) percent of the current and subsequent budget, excluding such contingency reserve. In the event that any appropriation from any other fund shall be, in the judgment of the Council, insufficient to meet the demands of the City with respect to the program or budget item affected and provide for the orderly administration of the City, the Council by a vote of six (6) members thereof may transfer out of the contingency reserve to such fund such sums as it shall determine shall be reasonably necessary to effect the purpose.

Subdivision 3. Reduction of appropriations. If at any time during the fiscal year it appears to the Council that the revenues available will be insufficient to meet the amount appropriated, the Council shall then take such further action as it deems necessary to prevent or minimize any deficit for that purpose and may by resolution reduce one or more appropriations.

Subdivision 4. Transfer of appropriations. The Council may by resolution transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

Subdivision 5. Emergency appropriations; tax anticipation certificates. To meet a public emergency affecting life, health, property or the public peace, the Council may make emergency appropriations. Such appropriations may be made by emergency ordinance in accordance with the provisions of Subdivision 3 of Section 2.12 of Article II of this Charter. To the extent that there are no available unappropriated revenues to meet such appropriation, the Council may by such emergency ordinance, authorize issuance of tax anticipation certificates in accordance with the provisions of law. Such tax anticipation certificates shall be paid not later than two (2) years succeeding that in which the emergency appropriation was made.

Subdivision 6. Limitations; effective date. No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the unencumbered balance thereof. The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.

(Ord. No. 1027, § 1, 7-15-92; Ord. No. 1337, § 22, 11-19-12)

### **Section 5.08. Lapse of appropriations.**

Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned; the purpose of any

such appropriation shall be deemed abandoned if no disbursement or encumbrance of the appropriation is completed by the close of the third fiscal year following the fiscal year in which the funds were appropriated.

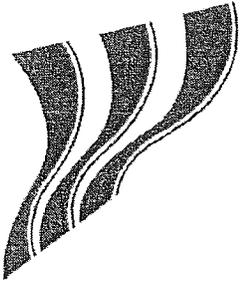
*(Ord. No. 1027, § 1, 7-15-92; Ord. No. 1337, § 22, 11-19-12)*

### **Section 5.09. Administration of budget.**

Subdivision 1. Work programs and allotments. At such time as the City Administrator shall specify, each department, office or agency shall submit work programs for the ensuing fiscal year showing the requested allotments of its appropriation by periods within the year. The Council shall review and authorize such allotments with or without revision as early as possible in the fiscal year. Such allotments may be revised during the year if desirable and shall be revised in accordance with any supplemental, emergency, reduced or transferred appropriations made pursuant to this article.

Subdivision 2. Payments and obligations prohibited. No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the Council or its designee first certify that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal; such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligation, and said officer shall also be liable to the City for any amount so paid. However, except where prohibited by law, nothing in this Charter shall be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

*(Ord. No. 1027, § 1, 7-15-92)*



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7

Meeting Date: May 12, 2014

Attachments:  Yes No

CITY COUNCIL ACTION

Date: May 19, 2014

- Approved     Denied  
 Amended     Tabled  
 Other

Originating Department: Finance

Agenda Item: 2014 Street Improvement Financing

Recommended Action: Receive update on options for 2014 Street Improvement Financing.

Background/Summary: There are ongoing discussions with local lending institutions for possible alternatives to normal bonding procedures for street improvement financing. Preliminary information reflects little additional costs using local financing.

Alternatives: Normal bonding process or local lending institution financing.

Financial Considerations: Bonding costs versus local lending institution financing costs.

Preparer: Steve Okins, Finance Director

Signature: 

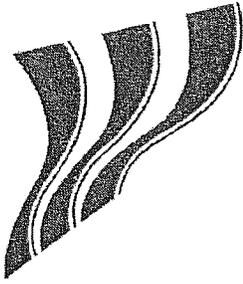
Comments:

## Schedule of Events

Date	Event	Responsible Party
April 8, 2014	Final date for filing of certificate of intent (15 days from publication of ordinance).	
April 23, 2014	Request for Official Statement Information sent to City Staff.	Springsted
May 6, 2014	Construction bids due.	City Staff
May 7, 2014	Information forwarded to Springsted for preparation of the Official Statement.	City Staff
May 9, 2014	Finalize Bond structure and prepare Terms of Proposal. Provide issue description for Finance Committee.	Springsted
May 12, 2014	Finance Committee Meeting.	City Staff
May 14, 2014	Sale Recommendations and Bond Resolution delivered to City.	Springsted Kennedy & Graven
May 19, 2014	City Council considers Resolution authorizing the Bond sale.	City Council
May 19, 2014	Rough draft of Official Statement sent out to City Staff and Kennedy & Graven for review.	Springsted
May 26, 2014	Final comments to Springsted on Official Statement draft (no later than noon).	City Staff Kennedy & Graven
May 27, 2014	Posting of Official Statement and application for rating forwarded to rating agency.	Springsted
Week of June 2, 2014	Rating conference.	Moody's City Staff Springsted
June 11, 2014	Form of Award Resolution delivered to the City.	Kennedy & Graven
June 16, 2014	Sale and consideration and award of the Bonds by City Council. Award of construction contracts.	City Springsted

### Schedule of Events

Date	Event	Responsible Party
June 23, 2014	Distribution of addendum to Official Statement.	Springsted
Early July, 2014	Settlement of the Bonds; receipt of Bond proceeds.	City Staff Kennedy & Graven Springsted



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

**Agenda Item Number:** 8  
**Meeting Date:** May 12, 2014  
**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** May 19, 2014

- Approved     Denied  
 Amended     Tabled  
 Other

**Originating Department:** Public Works

**Agenda Item:** County Ditch Repairs in City Limits

**Recommended Action:** Reallocate funds from the Surface Water Management Budget to pay repair liens levied by County board for County ditches within City limits.

**Background/Summary:** The annual levy on each county ditch is based on the previous year expenses. The City has received invoices for ditch repairs in the amount of \$156,270.29. These costs are previous to the Redetermination of Benefits of County ditches. Future expenses for routine maintenance and repairs will be considerably less. The 2014 budget only includes \$20,000 for these repairs. There is approximately \$207,000 budgeted for Surface Water Management which would leave a remaining balance of \$72,000.

**Alternatives:** N/A

**Financial Considerations:** Funds for repairs to come out of the Surface Water Management Fund

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

**Signature:**

**Comments:**

**City of Willmar**  
**Drainage Benefits Summary**  
**Stormwater, Streets, Industrial and Residential Properties**  
**This list does not include individual parcels the City owns**  
**Net Benefits are Relative to the Total Ditch Benefits**  
**Loren Engelby, Kandiyohi County Drainage Dept.**  
**(320) 235-3266 ext. 4250**  
**April 1, 2014**

**County Ditch #10** (Begins at the outlet of Foot lake and ends west of Priam)

Total Ditch Benefits = \$6,866,016

City of Willmar Total Net Benefits = \$1,219,260

Airport = \$106,260

Stormwater = \$1,003,000

Sanitary Sewer = \$110,000

**County Ditch #12** (Through Valley Brook Estates)

Total Ditch Benefits = \$938,889

City of Willmar Total Net Benefits = \$120,000

**County Ditch #19** (West end of the new airport)

Total Ditch Benefits = \$4,136,091

City of Willmar Total Net Benefits = \$624,239

Airport = \$458,830

Sanitary Sewer = \$165,409

**County Ditch #23** (Willmar to Wakanda)

Total Ditch Benefits = \$8,246,060

City of Willmar Total Net Benefits = \$4,497,900

**County Ditch #46** (Old Sanitary outfall ditch)

Total Ditch Benefits = \$2,616,149

City of Willmar Total Net Benefits for Storm sewer = \$420,000

Parcel #33-020-0011 for Interceptor Line Property = \$22,230

**Joint County Ditch #1** (South Fork Crow River-Downstream of CD 23)

Total Ditch Benefits = \$1,096,824

City of Willmar Total Net Benefits = \$106,584

**Joint County Ditch #7** (Hawk Creek-Downstream of CD 10, 12, 19 and 46)

Total Ditch Benefits = \$2,882,836

City of Willmar Total Net Benefits = \$600,000

The annual levy is based on the previous year expenses. Now that the County Ditches have gone through a Redetermination of Benefits, future expenses will be for routine maintenance and repairs. We usually have our annual levy calculated by mid January. You can calculate your share by multiplying your net benefit by the levy percentage.

Statement

KANDIYOHI COUNTY AUDITOR  
P.O. Box 936  
Willmar, Minnesota 56201  
Telephone 231-6202

Date: March 18, 2014

To: City of Willmar  
Kevin Halliday - Clerk  
P.O. Box 755  
Willmar, MN 56201

=====

Benefits to Streets

Per Loren E. billing missed

County Ditch #12

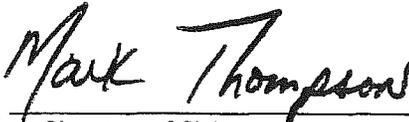
4.3% repair lien levied by the County board 2014  
(#753) County Ditch #12  
Storm Sewer/Streets, Industrial & Residential Properties

(14-601-1-0715-5053) \$5,160.00

**Total Due** \$5,160.00

=====

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid.

  
\_\_\_\_\_  
Signature of Claimant

Kandiyohi County Auditor  
P.O. Box 936  
Willmar, Minnesota 56201

447-

Statement

KANDIYOHI COUNTY AUDITOR  
P.O. Box 936  
Willmar, Minnesota 56201  
Telephone 231-6202

Date: March 18, 2014

To: City of Willmar  
Kevin Halliday - Clerk  
P.O. Box 755  
Willmar, MN 56201

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Benefits to Streets

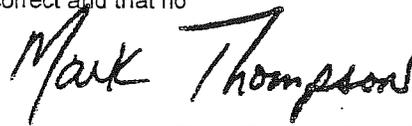
Per Loren E. billings missed

County Ditch #46

Repairs for Storm Sewer/Streets, Industrial & Residential Properties	(16-601-0769-5053)	
2% 2012	\$8,400.00	
2.5% 2013	\$10,500.00	
1% 2014	4,200.00	\$23,100.00
Total Due		\$23,100.00

---

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid.



Signature of Claimant

Kandiyohi County Auditor  
P.O. Box 936  
Willmar, Minnesota 56201

Statement

KANDIYOHI COUNTY AUDITOR  
P.O. Box 936  
Willmar, Minnesota 56201  
Telephone 231-6202

Date: March 18, 2014

To: City of Willmar  
Kevin Halliday - Clerk  
P.O. Box 755  
Willmar, MN 56201

Benefits to Streets

2.5% repair lien levied by the County Board for 2014 (#8541) County Ditch #23	(14-601-1-0730-5053)	\$112,447.50
.4% repair lien levied by the County Board for 2014 (#193) County Ditch #19	(14-601-1-0724-5053)	\$2,496.95
1% repair lien levied by the County Board for 2014 (#6649) Judicial Ditch #1, M & K	(14-601-1-0604-5053)	\$1,065.84
2% repair lien levied by the County Board for 2014 (#6200) Judicial Ditch #7, C K & R	(14-601-1-0658-5053)	\$12,000.00

**Total Due** \$128,010.29

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid.

*Mark Thompson*

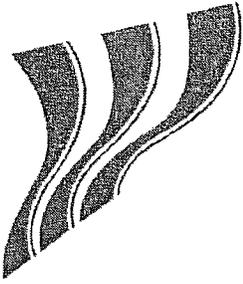
Signature of Claimant

Kandiyohi County Auditor  
P.O. Box 936  
Willmar, Minnesota 56201

*Surface Water Management Fund*  
417, 0445, 0449

*25K*

*156,270.29*



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9

Meeting Date: May 12, 2014

Attachments: Yes  No

CITY COUNCIL ACTION

Date: May 19, 2014

- Approved       Denied  
 Amended       Tabled  
 Other

Originating Department: Public Works

Agenda Item: Reallocate Funds

Recommended Action: Request to reallocate funds into the Public Works budget in a CIP Amendment

Background/Summary: The 2014 CIP has \$25,000 designated for Sign Retro-Reflectivity by federal mandate. Staff would like to request to reallocate the funds into the Public Works: Maintenance of Other Improvements Budget Line Item 26. It is not a capital project that requires fixed asset tracking, but rather annual maintenance.

Alternatives: N/A

Financial Considerations: Adopt resolution reallocating money towards the Public Works: Maintenance of Other Improvements budget.

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

Signature: 

Comments:

**PUBLIC WORKS/SAFETY COMMITTEE**

**MINUTES**

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, May 13, 2014, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson ..... Chair  
Audrey Nelsen ..... Vice Chair  
Bruce DeBlieck ..... Member  
Rick Fagerlie ..... Member

Others present: Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Dave Wyffels; David Little, "West Central Tribune."

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:47 p.m.

Item No. 2 Public Comments

No public comments.

Item No. 3 Contract No. 1301-A: Change Order #1 (Motion)

Staff presented a recommendation to approve Contract No. 1301-A Change Order #1. The project was awarded to Duinick Inc. on May 9, 2013 for the street improvements to Kandiyohi Avenue SW from 1<sup>st</sup> Street to 7<sup>th</sup> Street SW, and 11<sup>th</sup> Street to 15<sup>th</sup> Street. Staff noted minor extra work was required to correct grade and drainage problems. Change Order No. 1 in the amount of \$10,875.60 was negotiated with the contractor to address the added work. Project funding was discussed with the committee, noting the design engineer has agreed to pay additional contract costs for completing the work. The Committee questioned if the work solved the grade and drainage problems and asked staff to look further into it.

Following discussion a motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to table the Contract No. 1301-A Change Order #1.

Item No. 4 Declare Costs to be Assessed and Order Assessment Roll- Project No. 1401 (Resolution)

The Committee reviewed a summary of the bids opened for the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements City Project No. 1401. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Nelsen and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 5 Call for Assessment Hearing- Project No. 1401 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Fagerlie to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 6      Declare Costs to be Assessed and Order Assessment Roll- Project No. 1404 (Resolution)

The Committee reviewed a summary of the bids opened for the 12<sup>th</sup> Street SE Improvements City Project No. 1404. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Nelsen and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 7      Call for Assessment Hearing- Project No. 1404 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 8      Declare Costs to be Assessed and Order Assessment Roll- Project No. 1403 (Resolution)

The Committee reviewed a summary of the bids opened for the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Improvements City Project No. 1403. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Fagerlie and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 9      Call for Assessment Hearing- Project No. 1403 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 10      Private Archery Range Request (Motion)

The committee reviewed staff's requests for approval of a permit application allowing construction/use of private archery range design as illustrated on the application. The permit was reviewed by Chief Wyffels and approved for Jody Freiborg, residing at 508 NW 34<sup>th</sup> Street.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen, to authorize the Private Archery Range Permit Request.

Item No. 11      Old Business

Police Chief Dave Wyffels noted the jail census for May 14, 2014 was 97, and that the calls for service for the previous two weeks totaled 614.

Item No. 12      New Business - Project No. 1408 (Resolution)

Staff presented a recommendation to award the 2014 Seal Coating, Project No. 1408 contract to Caldwell Asphalt Co., Inc. in the amount of \$23,365.85 and authorize the Mayor and City Administrator to execute the agreement on behalf of the City.

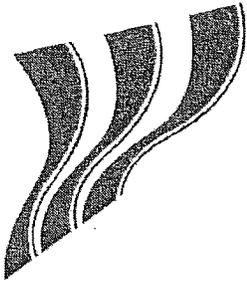
A motion was made by Council Member Fagerlie and seconded by Council Member Nelsen that the contract be awarded for the 2014 Seal Coating, Project No. 1408 to Caldwell Asphalt Co., Inc. in the amount of \$23,365.85. The motion was carried.

There being no further business to come before the Committee, the meeting was adjourned at 5:28 p.m. by Chair Christianson.

Respectfully submitted,



Sean Christensen, P.E.  
Public Works Director



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: May 13, 2014

Attachments:  Yes  No

CITY COUNCIL ACTION

Date: May 19, 2014

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

Originating Department: Engineering

Agenda Item: Contract No. 1301-A – Change Order #1

Recommended Action:

Approve Change Order #1 to the 1301-A Contract.

Background/Summary:

Project No. 1301-A was awarded on May 9, 2013 to Duininck Inc., Prinsburg, MN and included the street improvements to Kandiyohi Avenue SW from 1<sup>st</sup> Street to 7<sup>th</sup> Street SW, 11<sup>th</sup> Street to 15<sup>th</sup> Street. Staff noted some minor extra work was required to correct grade and drainage preference. Change Order No. 1 in the amount of \$10,875.60 was negotiated with the contractor to address the added work.

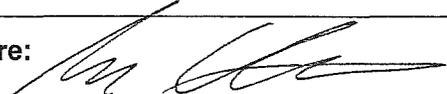
Alternatives:

NA

Financial Considerations:

Design engineer has agreed to pay additional contract costs to complete work.

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

Signature: 

Comments:

**CHANGE ORDER NO. 1**  
**WORK ORDER NO. 1**  
**FOR MINOR EXTRA WORK**

CITY OF WILLMAR, MINNESOTA

PROJECT – PROJECT 1301-A-2013 STREET IMPROVEMENTS

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

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

<b><u>Cost Summary:</u></b>	Original Contract	\$1,321,174.20
	Change Order No. 1 (Work Order No. 1 For Minor Extra Work)	\$10,875.60
	Contract Total	\$1,332,049.80

Date: April 17, 2014

CITY OF WILLMAR:

  
Sean Christensen, Works Director

DUININCK INC.

  
Contractor

STATE AID FOR LOCAL TRANSPORTATION  
WORK ORDER FOR MINOR EXTRA WORK

Rev July 2010  
Page 1 of 1

SP	Minn. Proj. No.: 175 - 122 - 005	WO No. 1
Project Location: Kandiyohi Avenue Between 12 <sup>th</sup> to 13 <sup>th</sup> Streets		
Local Agency: City of Willmar, MN		Local Project No.: 1301A
Contractor: Duinick, Inc.		Contract No.
Address/City/State/Zip: 408 Sixth Street, P.O. Box 208, Prinsburg, MN 56281		
Total Work Order Amount \$		\$ 10,875.60

In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions.

Remove and replace curb and gutter/sidewalk and other items on Kandiyohi Avenue between 12<sup>th</sup> and 13<sup>th</sup> Streets as listed below:

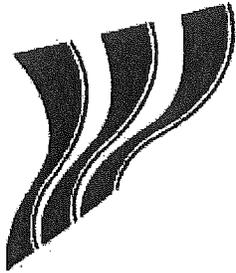
Estimate Of Cost (include any increases or decreases in contract items, any negotiated or once account items)					
Item No.	Description	Unit	Unit Price	+ or - As Built Quantity	+ Or - Final Amount \$
2104.501	Remove 4" Sidewalk	SF	\$2.00	+47.0	\$94.00
2104.503	Remove concrete curb and gutter	LF	\$4.00	+114.8	\$459.20
2503.511	8" PVC Storm Sewer	LF	\$100.00	+16.0	\$1,600.00
2506.501	Connect to Storm Sewer (12" Pipe)	EACH	\$600.00	+1	\$600.00
2506.501	Const Drainage Structure Design H	LF	\$700.00	+3.1	\$2,170.00
2506.516	Castling Assembly (Catchbasin) B624 Curb	EACH	\$700.00	+1	\$700.00
2521.501	4" Concrete Walk	SF	\$10.00	+137.6	\$1,376.00
2531.501	Concrete Curb & Gutter Design B624	LF	\$23.00	+114.8	\$2,640.40
2531.507	6" Concrete Driveway Pavement	SY	\$40.00	+30.9	\$1,236.00
Net Change this Work Order					\$10,875.60

Due to this change, the contract time (checkbox only)			
<input checked="" type="checkbox"/> (X) Is NOT changed	<input type="checkbox"/> ( ) May be revised as provided in Mn/DOT Specification 1806		
<input type="checkbox"/> ( ) Is Increased by ___ Working Days	<input type="checkbox"/> ( ) Is Increased by ___ Calendar Days		
<input type="checkbox"/> ( ) Is Decreased by ___ Working Days	<input type="checkbox"/> ( ) Is Decreased by ___ Calendar Days		

Approved by Project Engineer: Paul Jurek Date: 2-18-2014  
 Print Name: PAUL JUREK Phone: \_\_\_\_\_  
 Approved by Contractor: K Duinick Date: 8/20/13  
 Print Name: KRISTOPHER DUINICK Phone: 320-978-6011

Distribution: Project Engineer (Original), Contractor (copy), DSAE (copy for funding review)

<p>DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.</p>	
<p>This work is eligible for: ___ Federal Funding ___ State Aid Funding ___ Local funds</p>	
District State Aid Engineer: _____	Date: _____



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: May 13, 2014

Attachments: XYes No

CITY COUNCIL ACTION

Date: May 19, 2014

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Engineering

Action Requested: Declare Costs to be Assessed and Order Preparation of Assessment Roll for the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 based on Bid Alternate B

Recommended Action: Declare Costs to be Assessed and Order Preparation of Assessment Roll for the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 based on Bid Alternate B

Background/Summary: The City Council ordered the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 at the Improvement Hearing held April 7, 2014. Council requested that a concrete surfacing alternate bid (Alternate A) be included in the bidding documents. Bids were opened and the amount received to perform the necessary improvements is known. The life-cycle cost analysis between bituminous surfacing and concrete surfacing is essentially the same however the inconvenience to property owners during construction is significantly greater with the concrete alternate. Past practice indicates that the concrete surface would not be installed until 2015 after the roadway has undergone one freeze/thaw cycle following construction. The additional cost to construct a concrete surface in lieu of a bituminous surface is \$93,797.75. Staff recommends that the bituminous alternate (Alternate B) be used to determine the project construction cost to be assessed to the property owners. Staff has prepared the assessable footage and the amount for each affected lot. Affected property owners must be notified of their assessment amount and the date of the hearing in accordance with Chapter 429, State of Minnesota Statutes.

- Alternatives:
1. Declare Costs to be Assessed and Order the Preparation of Assessment Roll based on Alternate A.
  2. Declare Costs to be Assessed at a later date.

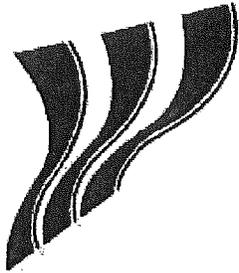
Financial Considerations: The funding associated with the project includes Special Assessments, State Aid Monies, and Local Funds

Preparer: Jared Voge, P.E., Principal Project Manager

Signature:

Comments:





CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: May 13, 2014

Attachments: Yes X No

CITY COUNCIL ACTION

Date: May 19, 2014

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

Originating Department: Engineering

Action Requested: Call for Assessment Hearing on the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 on June 16, 2014.

Recommended Action: Call for Assessment Hearing on the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 on June 16, 2014.

**Background/Summary:** The City Council ordered the Gorton Avenue NW and 9<sup>th</sup> Street NW Improvements – City Project No. 1401 at the Improvement Hearing held April 7, 2014. Council requested that a concrete surfacing alternate bid (Alternate A) be included in the bidding documents. Bids were opened and the amount received to perform the necessary improvements is known. The life-cycle cost analysis between bituminous surfacing and concrete surfacing is essentially the same however the inconvenience to property owners during construction is significantly greater with the concrete alternate. Past practice indicates that the concrete surface would not be installed until 2015 after the roadway has undergone one freeze/thaw cycle following construction. The additional cost to construct a concrete surface in lieu of a bituminous surface is \$93,797.75. Staff recommends that the bituminous alternate (Alternate B) be used to determine the project construction cost to be assessed to the property owners. Staff has prepared the assessable footage and the amount for each affected lot. Affected property owners must be notified of their assessment amount and the date of the hearing in accordance with Chapter 429, State of Minnesota Statutes.

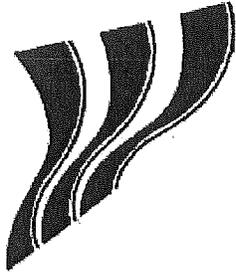
Alternatives: 1. Delay Assessment Hearing to a later date.

Financial Considerations: The funding associated with the project includes Special Assessments, State Aid Monies, and Local Funds

Preparer: Jared Voge, P.E., Principal Project Manager

Signature:

Comments:



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

**Agenda Item Number:** 6  
**Meeting Date:** May 13, 2014  
**Attachments:** XYes No

**CITY COUNCIL ACTION**

**Date:** May 19, 2014

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

**Originating Department:** Engineering

**Action Requested:** Declare Costs to be Assessed and Order Preparation of Assessment Roll for the 12<sup>th</sup> Street SE Improvements – City Project No. 1404 based on Bid Alternate B

**Recommended Action:** Declare Costs to be Assessed and Order Preparation of Assessment Roll for the 12<sup>th</sup> Street SE Improvements – City Project No. 1404 based on Bid Alternate B

**Background/Summary:** The City Council ordered the 12<sup>th</sup> Street SE Improvements at the Improvement Hearing held April 7, 2014. Council requested that a concrete surfacing alternate bid (Alternate A) be included in the bidding documents. Bids were opened and the amount received to perform the necessary improvements is known. Based on the life-cycle cost analysis between bituminous surfacing and concrete surfacing, staff recommends that the bituminous alternate (Alternate B) be used to determine the project construction cost. Staff has prepared the assessable footage and the amount for each affected lot. Costs for the improvements must be declared and the preparation of an assessment roll ordered in accordance with the requirements of Chapter 429, State of Minnesota Statutes.

- Alternatives:**
1. Declare Costs to be Assessed and Order Preparation of Assessment Roll based on Alternate A
  2. Declare Costs to be Assessed at a later date.

**Financial Considerations:** The funding associated with the project includes Special Assessments and Local Funds

**Preparer:** Jared Voge, P.E., Principal Project Manager

**Signature:**

**Comments:**

## BID TABULATION

**PROJECT:** 12<sup>TH</sup> STREET SE IMPROVEMENTS – 2014  
CITY OF WILLMAR, MN

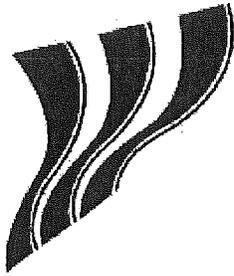
**DATE:** May 6, 2014  
**TIME:** 1:30 p.m.

**PROJECT NO.** W18.107640  
**CITY PROJECT NO.** 1404

BIDDERS	BASE BID	BASE BID + ATERNATE A	BASE BID + ALTERNATE B	BID BOND
1. Duinick, Inc. Prinsburg, MN	\$126,229.61	\$366,445.41	\$310,005.41	X
2. Vreeman Construction Willmar, MN	\$147,698.92	\$378,600.30	\$301,140.47	X
3. Land Pride Construction Paynesville, MN	\$159,229.40	\$398,838.40	\$348,945.00	X
4. Breitbach Construction Co. Elrosa, MN	\$182,568.87	\$428,212.98	\$356,557.93	X



**Bolton & Menk, Inc.**  
**CONSULTING ENGINEERS & SURVEYORS**  
Mankato – Fairmont – Sleepy Eye – Burnsville – Willmar – Chaska – Ramsey  
Maplewood – Baxter – Rochester, MN; Spencer – Ames, IA; Fargo, ND



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

**Agenda Item Number:** 7

**Meeting Date:** May 13, 2014

**Attachments:** Yes X No

**CITY COUNCIL ACTION**

**Date:** May 19, 2014

Approved     Denied  
 Amended     Tabled  
 Other

**Originating Department:** Engineering

**Action Requested:** Call for Assessment Hearing on the 12<sup>th</sup> Street SE Improvements – City Project No. 1404 on June 16, 2014.

**Recommended Action:** Call for Assessment Hearing on the 12<sup>th</sup> Street SE Improvements – City Project No. 1404 on June 16, 2014.

**Background/Summary:** The City Council ordered the 12<sup>th</sup> Street SE Improvements at the Improvement Hearing held April 7, 2014. Council requested that a concrete surfacing alternate bid (Alternate A) be included in the bidding documents. Bids were opened and the amount received to perform the necessary improvements is known. Based on the life-cycle cost analysis between bituminous surfacing and concrete surfacing, staff recommends that the bituminous alternate (Alternate B) be used to determine the project construction cost. Staff has prepared the assessable footage and the amount for each affected lot. Affected property owners must be notified of their assessment amount and the date of the hearing in accordance with Chapter 429, State of Minnesota Statutes.

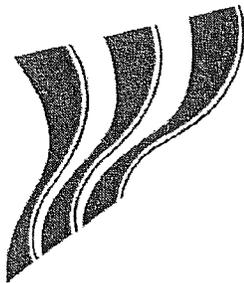
**Alternatives:** 1. Delay Assessment Hearing to a later date.

**Financial Considerations:** The funding associated with the project includes Special Assessments and Local Funds

**Preparer:** Jared Voge, P.E., Principal Project Manager

**Signature:**

**Comments:**



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 8

Meeting Date: May 13, 2014

Attachments: Yes  No

CITY COUNCIL ACTION

Date: May 19, 2014

Approved  Denied  
 Amended  Tabled  
 Other

Originating Department: Engineering

**Action Requested:** Declare Costs to be Assessed and Order Preparation of Assessment Roll for the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Overlay – City Project No. 1403

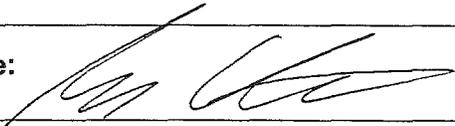
**Recommended Action:** Declare Costs to be Assessed and Order Preparation of Assessment Roll for the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Overlay – City Project No. 1403

**Background/Summary:** The City Council ordered the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Overlay at the Improvement Hearing held April 7, 2014. Bids were opened and the amount received to perform the necessary improvements is known. Staff is preparing the assessable footage and the amount for each affected lot. Costs for the improvements must be declared and the preparation of an assessment roll ordered in accordance with the requirements of Chapter 429, State of Minnesota Statutes. 9<sup>th</sup> Street SW was bid separately as an alternate and is a recommended addition.

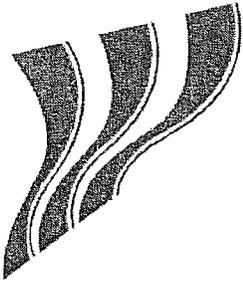
**Alternatives:** 1. Declare Costs to be Assessed at a later date.  
2. Remove 9<sup>th</sup> Street SW from the project.

**Financial Considerations:** The funding associated with the project includes Special Assessments and Local Funds

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

Signature: 

Comments:



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9

Meeting Date: May 13, 2014

Attachments: Yes  No

CITY COUNCIL ACTION

Date: May 19, 2014

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

Originating Department: Engineering

Action Requested: Call for Assessment Hearing on the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Overlay Improvements – City Project No. 1403 on June 16, 2014.

Recommended Action: Call for Assessment Hearing on the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Improvements – City Project No. 1403 on June 16, 2014.

Background/Summary: The City Council ordered the 23<sup>rd</sup> Street SW, 10<sup>th</sup> Street SW, 9<sup>th</sup> Street SW, 7<sup>th</sup> Street SE, and 25<sup>th</sup> Street SE Overlay Improvements – City Project No. 1403 at the Improvement Hearing held April 7, 2014. Bids were opened and the amount received to perform the necessary improvements is known. Staff is preparing the assessable footage and the amount for each affected lot. Affected property owners must be notified of their assessment amount and the date of the hearing in accordance with Chapter 429, State of Minnesota Statutes.

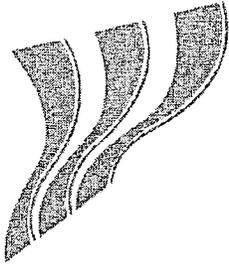
Alternatives: 1. Delay Assessment Hearing to a later date.

Financial Considerations: The funding associated with the project includes Special Assessments and Local Funds

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

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date: May 13, 2014

Attachments: Yes

CITY COUNCIL ACTION

Date:

- Approved       Denied  
 Amended       Tabled  
 Other

Originating Department: Willmar Police Department

Agenda Item: Private Archery Range Request

**Recommended Action:** Approve the requested permit application allowing construction/use of the private archery range design as illustrated on the application.

**Background/Summary:** A request to construct and use a private archery range at 508 NW 34<sup>th</sup> St. owned by the same person has been received. A review of the attached application demonstrates that the design of the purposed archery range will comply with the safety standards established through Council action on April 21, 2014. The range style is identified as "Range Design #2" which is based upon having properly sized safe buffer zones.

**Alternatives:** Deny the request and further identify to the citizen what additional safety requirements are desired.

**Financial Considerations:** None.

Preparer: David Wyffels

Signature:

**Comments:** Examination of the design of the requested range along with the detailed diagrams indicates the range would meet the safety standard requirements Council considers when giving approval to such requests.

**City of Willmar**  
**Private Archery Range Permit Application**

I will not allow arrows which penetrate through a backstop to be shot on this range.

**I have read and understand that I must comply with all stated safety regulations as stated in the Private Archery Range Safety Requirements document which depicts the Council imposed safety standards for either ranges #1, #2, or #3 of this permit application.**

Printed name of applicant: Jody Freiborg

Address of applicant: 508 NW 34th St. P.O. Box 345

Phone number of applicant: 320-235-7876

Signature of applicant: 

\*Note: If this archery range application is approved, it is valid until either the submitted range design changes or the property is purchased by another person or business. It does not require yearly renewal. An approved application will be kept on file in Willmar Police records under the property owner's name for purposes to establish compliance.

Date Permit was reviewed by Council: \_\_\_\_\_

Approved by Council Action? Yes  No

**City of Willmar**  
**Private Archery Range Permit Application**

I am requesting Council approval to setup a private archery range within the City of Willmar.

Location (enter the physical street address) : 508 N.W. 34<sup>th</sup> St. Willmar, MN.

I do own this property.

\*\*\*\*\*  
(Do not complete this section if you own the property).

I do not own this property. It is owned/managed by: \_\_\_\_\_ and I have obtained their permission to setup the archery range requested.

Printed name of property owner/manager: \_\_\_\_\_.

Address of property owner/manager: \_\_\_\_\_.

Phone number of property owner/manager: \_\_\_\_\_.

Signature of property owner/manager: \_\_\_\_\_.

\*\*\*\*\*  
(Check one)

Indoor Range (my range is totally contained within a building).

Or,

My archery range is outdoors and designed employing all the Council safety standards detailed in at least one of the range standards identified below as:

Range Design #1 (downrange safety is based upon a properly sized backstop).

Range Design #2 (downrange safety is based upon proper safe buffer zones).

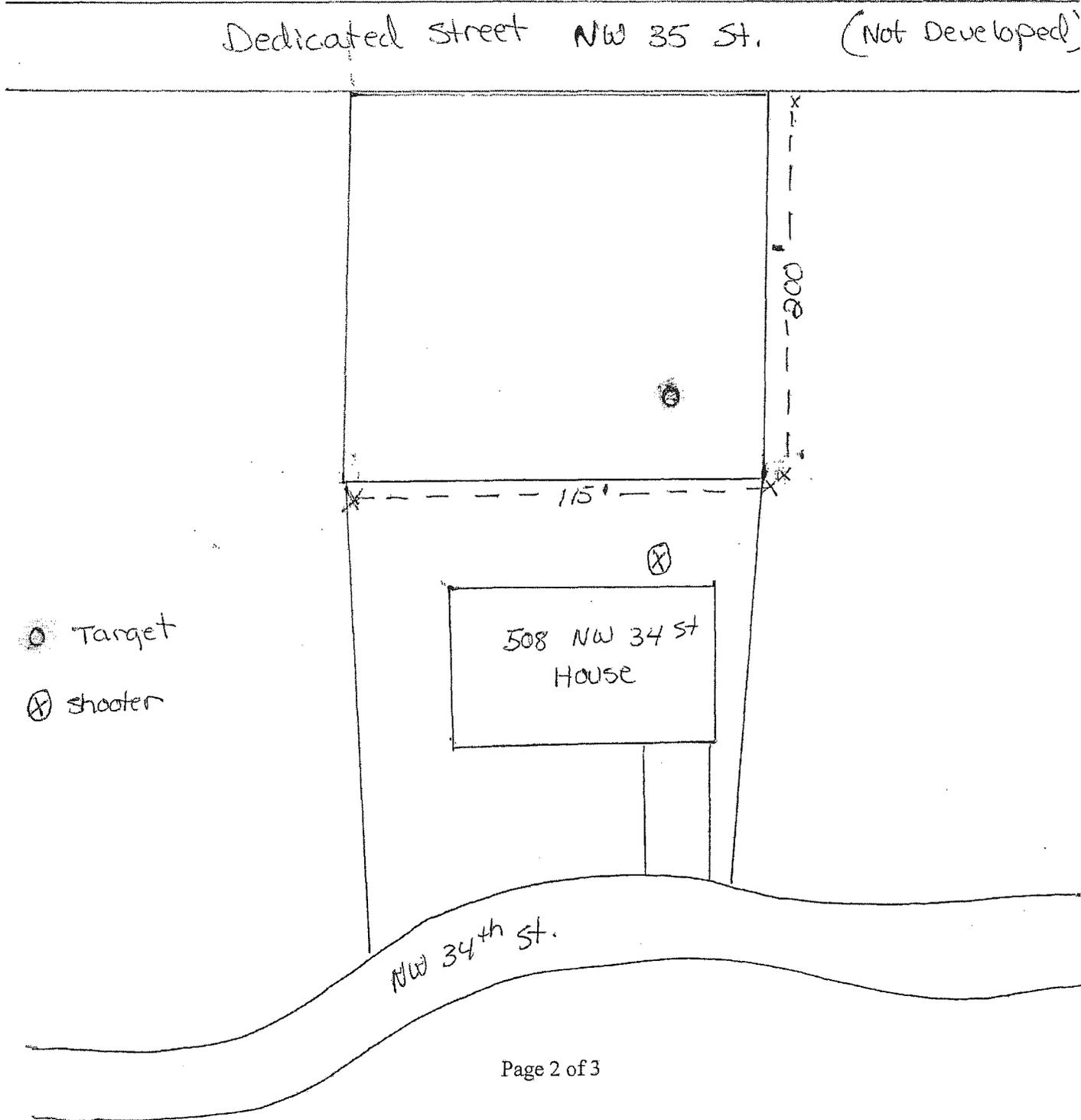
Range Design #3 (downrange safety is based upon a hybrid design of range #1 or #2).

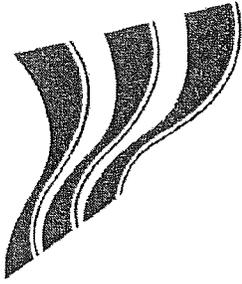
This range will be constructed on private property that is: 115' feet wide by 200' feet long.

The distance from the archers shooting position to the backstop will be \_\_\_\_\_ feet or less and my targets will be placed in the approximate horizontal center of the defined range or backstop.

**City of Willmar**  
**Private Archery Range Permit Application**

Draw diagram of the overhead view showing the property dimensions. Indicate the location of the archers shooting position and backstop position in the diagram. Also indicate the property type (residential, open, wooded, field, etc.) of the adjoining property behind the backstop and to the sides of the shooting lane. (Google earth overhead views are helpful as well).





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

**Agenda Item Number:** 11

**Meeting Date:** May 13<sup>th</sup>, 2014

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** May 19<sup>th</sup>, 2014

- Approved  Denied  
 Amended  Tabled  
 Other

**Originating Department:** Public Works

**Agenda Item:** Award the Contract for the 2014 Seal Coating, Project No. 1408.

**Recommended Action:** To award the Contract to Caldwell Asphalt Co., Inc. in the amount of \$23,365.85 and authorize signatures on the 2014 Seal Coating Contract.

**Background/Summary:** The City requested quotes for the 2014 Seal Coating Project. Two quotes were received with the lowest being from Caldwell Asphalt Co., Inc. at \$23,365.85. The other bid received was from Asphalt Surface Technologies Corp a/k/a Astech Corp with a bid of \$25,540.00.

**Alternatives:** 1. Reject all bids

**Financial Considerations:** The funding associated with the project is included in the 2014 Public Works budget. \$70,000 was allotted for Crack Sealing and Seal Coating. The Crack Sealing project contract was awarded at \$33,500.00.

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

**Signature:**

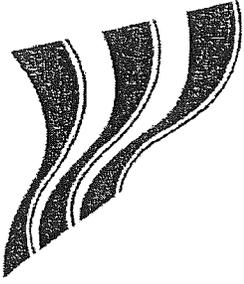
**Comments:**

*2014 SEAL COAT  
QUOTE TABULATION*

*CITY OF WILLMAR*

BIDDER	PRICE PER GALLON	PRICE PER TON	TOTAL
Caldwell Asphalt Co., Inc. Hawick, MN	\$4.31	\$32.03	\$23,365.85
Asphalt Surface Technologies Corp a/k/a Astech Corp St. Cloud, MN	\$4.00	\$49.00	\$25,540.00

May 09, 2014



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 14  
Meeting Date:  
Attachments:  Yes    No

CITY COUNCIL ACTION

Date: May 19, 2014

- Approved     Denied  
 Amended     Tabled  
 Other

<b>Originating Department:</b> Engineering	
<b>Agenda Item:</b> Annual Storm Water Hearing	
<b>Recommended Action:</b> Set hearing date of June 16 <sup>th</sup> at 7:02 pm for Annual Storm Water Meeting.	
<b>Background/Summary:</b> A Public Hearing for the Annual Storm Water Permit/Pollution Prevention Program is required to give an update on the status of compliance with the MS4 permit conditions.	
<b>Alternatives:</b> None	
<b>Financial Considerations:</b> None	
<b>Preparer:</b> Sean Christensen, P.E. Public Works Director	<b>Signature:</b> 
<b>Comments:</b>	

### **PUBLIC NOTICE**

NOTICE IS HEREBY GIVEN that the City of Willmar will hold its Annual Storm Water Meeting during the City Council meeting on Monday, June 16, 2014, beginning at 7:02 p.m. at the City Council Chambers. The purpose of this meeting will be to give an update on the status of compliance with the MS4 permit conditions and the implementation of the Storm Water Pollution Prevention Program. The Storm Water Pollution Prevention Program can be viewed at City Hall, 333 SW 6<sup>th</sup> St., Willmar, Minnesota or online at [www.willmarmn.gov](http://www.willmarmn.gov). The public can submit oral or written comments before or at the time of the public hearing.