

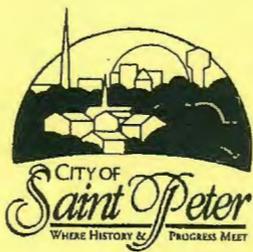
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, April 25, 2016
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- V. APPROVAL OF CONSENT AGENDA ITEMS**
- VI. UNFINISHED BUSINESS**

None scheduled.
- VII. NEW BUSINESS**
 - A. Housing Tax Increment Financing Bonds Sale Authorization
 - B. 2016 Electric Budget
 - C. 2016 Electric Rate Modification
 - D. Traverse Green Subdivision Sales Policy
 - E. Traverse Green Subdivision Covenants
 - F. School District #508 Memorandum of Understanding
 - G. Community Center Lease Request For Proposal Issuance
 - H. Solicitation of Bids – 2016 Equipment Certificate
- VIII. REPORTS**
 - A. MAYOR**
 - 1. "Arbor Day/Month" Proclamation
 - B. CITY ADMINISTRATOR**
 - 1. Parks Opening
 - 2. Others
- IX. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

Mayor Zieman will call the meeting to order and lead the Pledge of Allegiance.

II. **APPROVAL OF AGENDA**

A motion to approve the agenda, as posted in accordance with the Open Meetings Law, will be entertained. A MOTION is in order.

III. **APPROVAL OF MINUTES**

A copy of the minutes of the April 11, 2016 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

A. **Scheduling of Visitor Comments on Agenda Items**

Members of the audience wishing to address the Council with regard to an agenda item later in the meeting should be noted at this time.

B. **General Visitor Comments**

Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for April 7, 2016 through April 20, 2016, is attached. Please see the attached staff reports and RESOLUTION.

VI. **UNFINISHED BUSINESS**

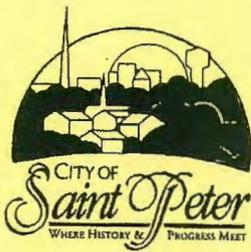
None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION APPROVING SOLICITATION OF BIDS FOR HOUSING TAX INCREMENT BOND SALE**

Staff recommends retaining David Drown Associates to receive competitive bids for the issuance of Housing Tax Increment Financing bonds. Please see the attached staff report and RESOLUTION.

B. **ADOPTION OF A RESOLUTION APPROVING 2016 ELECTRIC BUDGET**



Staff recommends approval of the 2016 Electric Fund budget. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING MODIFICATION TO ELECTRIC RATES

Should the Electric Fund budget be approved, staff further recommends an increase in electric rates. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF A RESOLUTION ADOPTING TRAVERSE GREEN SUBDIVISION SALES POLICY

Staff recommends adoption of a policy for sale of lots in Traverse Green Subdivision. The policy is similar to that adopted for sale of lots in Nicollet Meadows and Washington Terrace Subdivisions. Please see the attached staff report and RESOLUTION.

E. ADOPTION OF A RESOLUTION APPROVING TRAVERSE GREEN SUBDIVISION RESTRICTIVE COVENANTS

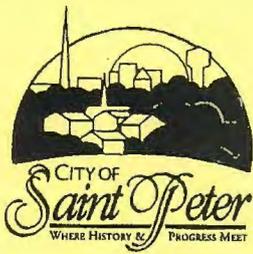
Restrictive covenants for Traverse Green Subdivision have been developed based on similar covenants adopted for Nicollet Meadows and Washington Terrace Subdivisions. Please see the attached staff report and RESOLUTION.

F. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF MEMORANDUM OF UNDERSTANDING WITH SCHOOL DISTRICT #508

Since funding was cut for Community Education programs in 2004, the City has entered into a memorandum of understanding with School District #508 that provides funding to the City for provision of programs that used to be provided by the Community Ed program. Staff recommends this cooperative effort continue. Please see the attached staff report and RESOLUTION.

G. ADOPTION OF A RESOLUTION APPROVING ISSUANCE OF REQUEST FOR PROPOSALS FOR COMMUNITY CENTER SPACE LEASE

With the expected vacancy of the ECFE space in the Community Center in summer of 2017, staff recommends a Request for Proposals be issued to find a new tenant for the space. Please see the attached staff report and RESOLUTION.



H. ADOPTION OF A RESOLUTION APPROVING RECEIPT OF BIDS FOR 2016 EQUIPMENT CERTIFICATES

Staff recommends the receipt of bids for issuance of the 2016 equipment certificates. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

1. REPORT ON "ARBOR DAY/MONTH" PROCLAMATION

Mayor Zieman will proclaim April 29th as Arbor Day and May, 2016 as Arbor Month in the City.

2. OTHERS

Any further reports by the Mayor will be provided at this time.

B. CITY ADMINISTRATOR

1. REPORT ON PARKS OPENING SCHEDULE

A report will be provided at this time on the opening of City parks.

2. OTHERS

Any further reports by the City Administrator will be provided at this time.

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
APRIL 11, 2016**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on April 11, 2016.

A quorum present, Mayor Zieman called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Kvamme, Brand, Grams, Pfeifer, Parras, and Mayor Zieman. Absent was Councilmember Carlin. The following officials were present: City Administrator Prafke, City Attorney Brandt and City Engineers Domras and Loose.

Approval of Agenda – A motion was made by Pfeifer, seconded by Parras, to approve the agenda. With all in favor, the motion carried.

Approval of Minutes – A motion was made by Brand, seconded by Parras, to approve the minutes of the March 28, 2016 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the March 28, 2016 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

A motion was made by Kvamme, seconded by Parras, to approve the minutes of the April 5, 2016 Board of Appeal and Equalization meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the April 5, 2016 Board of Appeal and Equalization meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – In motion by Grams, seconded by Kvamme, Resolution No. 2016-58 entitled, "Resolution Approving Consent Agenda", was introduced. Councilmember Kvamme questioned whether the Red Men Club licenses come with a caveat that the outdoor music must end by 11:00 p.m. as in previous years. City Administrator Prafke indicated that there would be additional contact with the business about the music outdoors. With all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-58 is contained in the City Administrator's book entitled Council Resolutions 21. Councilmember Grams asked several questions related to LED streetlights and the placement of street lights. Public Works Director Moulton indicated lights are placed based on a computer program that is in place and City Administrator Prafke indicated the use of LED lights doesn't save money on installation of lights, but saves money by being less costly to maintain and replace.

Traverse Acres Subdivision Preliminary/Final Plats – City Administrator Prafke presented the Planning Commission recommendation for approval of the preliminary and final plats of Traverse Acres Subdivision which is located along West Traverse Road. Prafke noted the subdivision development would address four goals which were outlined by the City Council including maintaining housing affordability; having certain income levels qualify for reduction in lot prices; including a component that would allow for construction of homes valued at over \$200,000 on 15 acres located on the north end of the subdivision; and meeting the marketplace for infrastructure build out. Prafke also outlined the risks to the City and what steps are being made to mitigate those risks including having infrastructure costs under the Engineer's

estimates; using a housing study to base the decision on even if the study is over a year old; having mortgage assistance products in place and continuing to seek additional options for those types of products; and the fact that the overall economy in the Saint Peter area is better than in most places in Minnesota. Prafke cautioned that the project was “not a slam dunk” and that should the lots not sell or homes not be constructed, the City would be sitting with \$2.7 million in infrastructure and land costs. Prafke also noted that while the project could be delayed for 1-2 years, that wouldn’t mean the costs would become any more affordable. Based on that information, Prafke recommended approval of the project.

Councilmember Parras asked whether a bill being considered by the Minnesota Legislature that would provide funding for development of workforce affordable housing, would be grandfathered in to the City should it pass and the City has already approved the Traverse Acres Subdivision? Prafke indicated staff would work with local legislators to request that, but there were no guarantees. Prafke also indicated the City was also developing a strong marketing plan for the project and that the annual debt service, if no lots were sold or houses developed, would range from \$80,000-\$150,000 per year.

Councilmembers questioned the price of lots in the subdivision to which Prafke reported the prices would be between the mid-\$30,000 to mid-\$40,000 range depending on the size and location and that those with qualifying incomes would be eligible for lot price reduction of approximately \$9,500. Prafke also noted that the subdivision design included 130 single family lots to be developed in three-four phases with the first phase including 59 single family lots and two multi-family lots. Prafke noted Outlot A would be utilized for future access to additional property; Outlot B is designed as a stormwater retention pond; Outlot C is for phases two and three; and Outlot D would be used for private development of higher cost homes.

Councilmember Kvamme suggested a change to the name of the subdivision to Traverse Green Subdivision. In motion by Kvamme, seconded by Brand, Resolution No. 2016-59 was introduced to include a change in the subdivision name to Traverse Green Subdivision and the resolution modified to be entitled “Resolution Approving Preliminary Plat Of Traverse Green Subdivision As Submitted By The City Of Saint Peter”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2016-59 is contained in the City Administrator’s book entitled Council Resolutions 21.

In motion by Pfeifer, seconded by Grams, Resolution No. 2016-60 was introduced to include a change in the subdivision name to Traverse Green Subdivision and the resolution was modified to be entitled “Resolution Approving Final Plat of Traverse Green Subdivision As Submitted By The City Of Saint Peter”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2016-60 is contained in the City Administrator’s book entitled Council Resolutions 21.

Housing Subdivision Project Bid Award – Public Works Director Moulton recommended award of the bid for development of infrastructure in Traverse Green Subdivision to low bidder Kuechle Underground in the amount of \$1,681,295.35 which was below the City Engineer’s estimate for the project (\$2,016,516.15). Moulton noted the project should be completed by the end of August and work could begin as early as 7-10 days. In motion by Brand, seconded by Roger, Resolution No. 2016-61 entitled “Resolution Awarding Bid For 2016 Traverse Acres Subdivision Street And Utility Improvements Project”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-61 is contained in the City Administrator’s book entitled Council Resolutions 21.

(*Note....The Resolution title was not changed on this Resolution in order to provide a clear history of the project which was bid under the old subdivision name.)

Housing Tax Increment Financing District Hearing – City Administrator Prafke recommended a public hearing on creation of a Tax Increment Financing District be scheduled for June 13, 2016. Prafke noted the Tax Increment Financing District was needed to finance the infrastructure development costs of Traverse Green Subdivision. In motion by Kvamme, seconded by Pfeifer, Resolution No. 2016-62 entitled “Resolution Calling Public Hearing On The Creation Of Tax Increment Financing District No. 1-20 Within Municipal Development District No. 1 And The Adoption Of A Tax Increment Financing Plan Relating Thereto”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-62 is contained in the City Administrator’s book entitled Council Resolutions 21.

2016 Seal Coating Project Bid Award – Public Works Director Moulton requested award of the bid for the 2016 seal coating project to low bidder Allied Blacktop Company in the amount of \$2.508 per gallon applied for a total not to exceed \$138,000. Moulton noted the bids were lower than in 2015 which should allow seal coating of additional blocks over the 113 scheduled to be completed. In motion by Pfeifer, seconded by Grams, Resolution No. 2016-63 entitled “Resolution Awarding Bid For 2016 Street Seal Coating Project”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-63 is contained in the City Administrator’s book entitled Council Resolutions 21.

2016 Equipment Certificate Purchase: Field Maintainer – Public Works Director Moulton requested authorization to purchase a field maintainer/painter from the Kromer Company in the amount of \$24,870 to be funded by the 2016 Equipment Certificate. Moulton indicated that the City’s existing equipment did not have the ability to paint lines on ballfields and with the addition of extra fields at the new High School and City park, the new equipment would provide a better value for the overall operations of the Public Works Department. In motion by Brand, seconded by Parras, Resolution No. 2016-64 entitled “Resolution Approving 2016 Equipment Certificate Purchase Of A 2016 FC 1 Pro Field Maintainer With Painter”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-64 is contained in the City Administrator’s book entitled Council Resolutions 21.

Request For Road Closure: South Seventh Street – City Administrator Prafke recommended approval of a request submitted by the Residential Life Department at Gustavus Adolphus College for temporary closure of South Seventh Street from West St. Paul Street to West Elm Street on April 29th from 3-7:00 p.m. for an end of year block party. In motion by Kvamme, seconded by Grams, Resolution No. 2016-65 entitled “Resolution Approving Temporary Roadway Closure On South Seventh Street”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-65 is contained in the City Administrator’s book entitled Council Resolutions 21.

Community Center Room Lease – City Administrator Prafke recommended approval of a lease for Suite 211 of the Community Center to Good Samaritan Society Home Care for a term of three years. Prafke noted the rent would be \$1,450 per month for the first year with annual escalators. Prafke noted the operation of Good Samaritan meets the City Council’s goals for tenants which were created when the building was constructed and that the business will provide outreach within the Saint Peter community. Councilmember Parras indicated he felt the

rent amount was too low, but with the escalators he would not vote negatively. In motion by Kvamme, seconded by Grams, Resolution No. 2016-66 entitled "Resolution Approving Lease Of Suite 211 In Community Center To Good Samaritan Society Home Care", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-66 is contained in the City Administrator's book entitled Council Resolutions 21.

Phase II GIS Project – Water Resources Superintendent Knutson and City Engineer Domras presented information on a proposal for Bolton and Menk, Inc. to host Phase II of the City's Geographical Information System (GIS) project at a cost of \$46,990. Knutson and Domras reviewed the types of information that will be included on the GIS system and how the information will be updated and maintained. City Administrator Prafke indicated Phase II of the GIS program were the "fundamental building blocks for a massive information system" that will be maintained and utilized by City staff. Councilmembers asked about security of the information and what would happen if Bolton and Menk, Inc. ceased to be the City's engineering firm. Domras indicated that the information is the property of the City and that should Bolton and Menk, Inc. no longer work with the City the information could be transferred to another program. Domras also noted the information would be secured in the same manner Bolton and Menk, Inc. utilizes for its' own information. In motion by Brand, seconded by Parras, Resolution No. 2016-67 entitled "Resolution Authorizing Implementation Of Phase II Of Geographical Information System", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-67 is contained in the City Administrator's book entitled Council Resolutions 21.

Traffic Sign Policy Adoption – Public Works Director Moulton requested adoption of a traffic sign installation and maintenance policy that would ensure the City meets State and Federal regulations for reflectivity and which would comply with the Minnesota Manual on Uniform Traffic Control. Moulton also noted that having the policy in place were strongly recommended by the loss control experts of the League of Minnesota Cities Insurance Trust to minimize the risk to the City. In motion by Kvamme, seconded by Parras, Resolution No. 2016-68 entitled "Resolution Adopting Traffic Sign Installation And Maintenance Policy", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-68 is contained in the City Administrator's book entitled Council Resolutions 21.

Reports

Mayor's Report – Mayor Zieman reported on his recent trip to Saint Peter's "Sister City" of Petatlan, Mexico.

City/County Meeting Discussion – Councilmembers Parras and Grams reported the recent City/County meeting had been very positive and had included discussion on water treatment, transit, housing development and the roundabout being constructed near the new High School.

Severe Weather Awareness Week Schedule – City Administrator Prafke reminded the public of Severe Weather Awareness Week and the siren testing that will take place on April 14th at 1:45 p.m. and again at 6:55 p.m. Prafke also noted Nicollet County would be testing their Everbridge emergency communication system on Tuesday, April 12th at 2:00 p.m.

Refuse/Recycling – City Administrator Prafke provided some information on the amount of refuse and recycling collected from each residential customer in Saint Peter and indicated the

City would be working on educational programs to encourage increased recycling which will help reduce costs.

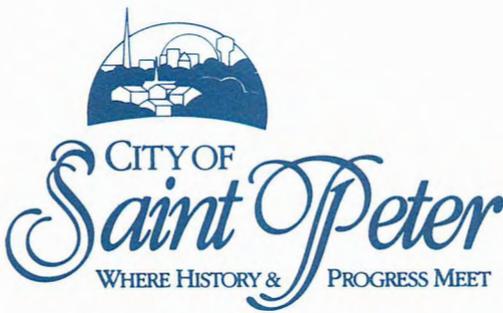
Hydrant Flushing – City Administrator Prafke and Public Works Director Moulton reported the semi-annual hydrant flushing would be on April 11th and crews would be working overnight to minimize disruption to customers. Moulton noted the flushing was done in part to ensure hydrants are working, but also to ensure fresh water in areas where there is not much usage; and to verify the condition of the mains and that the coating in the piping has not deteriorated.

There being no further business, a motion was made by Pfeifer, seconded by Parras, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:30 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/20/2016

FROM: Pete Moulton
Director of Public Works

RE: 2016 Street Crack Sealing

ACTION/RECOMMENDATION

Accept the proposal submitted by Fahrner Asphalt Sealers LLC of Eau Claire, Wisconsin for street crack sealing in the amount of \$1.50 per pound for a total cost of \$37,399.50

BACKGROUND

The 2016 Street maintenance program included funding of \$37,400 for crack sealing. Crack sealing is a very important part of our street maintenance program as it helps to prevent water from getting down into the sub-base of our roads, which provides longer lasting roadways throughout the community. Crack sealing is not an annual program and is done based on the previous winter weather conditions. Crack sealing was last completed in 2014.

Six contractors submitted proposals as shown below:

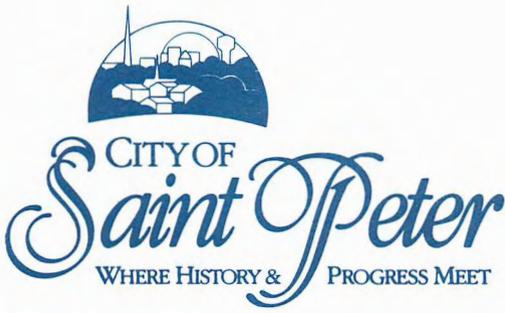
Contractor	Price – Per Pound	Planned Application - Per Pound	Total Cost
Fahrner Asphalt Sealers LLC	\$1.50	24,933	\$37,399.50
American Pavement Solutions	\$1.54	24,933	\$38,396.82
Northwest Asphalt and Maint.	\$1.70	24,933	\$42,386.10
Astech Corporation	\$1.86	24,933	\$46,375.38
Allied Blacktop Co.	\$1.94	24,933	\$48,370.02
Bergen Inc.	\$1.95	24,933	\$48,619.35

The lowest cost proposal from Fahrner Asphalt Sealers, LLC includes installation and delivery. They have been in business for over 35 years doing work all over the Midwest. Staff will monitor all work completed to make sure the contractor is doing the work according to City standards. A detailed planned route map has been attached. Fahrner Asphalt Sealers LLC has indicated that they will be ready to proceed with the work as soon as it is approved by the City Council. Remember that due to size of cracks and other changes, this map is meant to represent the plan. Actual completion may vary from the map and is based on the total pounds of material applied.

Funding for the work is included in the General Fund.

Please feel free to contact me should you have any questions or concerns on this agenda item.

PTM/TM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/21/16

FROM: Cindy Moulton
Administrative Secretary

RE: Renewal and Temporary License Applications

ACTION/RECOMMENDATION

Provide approval of renewal and temporary license applications.

BACKGROUND

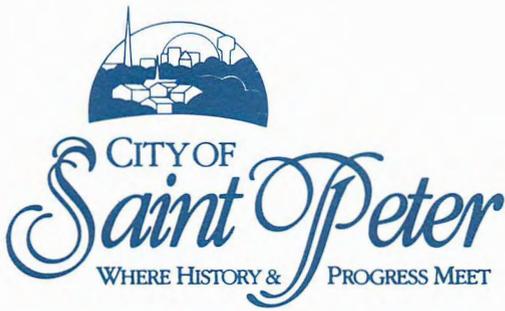
Renewal Tree Worker applications have been received from received by Morsching's Tree Service, Tooltime's Handyman, CTS Construction and Tree Services, Perfection Landscaping and Patio, and Wendroth Stump Removal. The new licensing period will be May 1, 2016 – April 30, 2017.

The Annual Ambassador's BluesFest will be held on June 11, 2016 at Minnesota Square Park. The St. Peter Ambassadors have submitted the following temporary license applications in order to participate in the event: On-Sale Liquor, Soft Drink and Show.

Please place these items on the April 25, 2016 City Council meeting.

Please feel free to contact me if you have any questions or concerns about these agenda items.

CKM



Memorandum

TO: Todd Prafke
City Administrator

DATE: 4/18/2016

FROM: Pete Moulton
Director of Public Works

RE: Groundskeeper – Parks Section

ACTION/RECOMMENDATION

It is recommended that Jason Malmanger be hired to fill the vacant Groundskeeper position in the Parks Section at a wage of \$17.15 per hour.

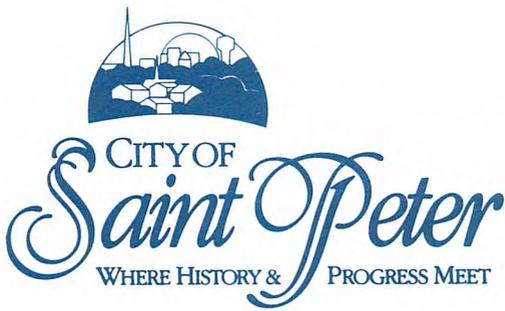
BACKGROUND

Applications were received for the Groundskeeper position in the Parks Section of the Department of Public Works. Six candidates were interviewed for the position. Jason Malmanger surfaced as the top candidate after evaluating his experience, the formal interview, and checking references. Jason has related experience in landscaping and turf maintenance plus has a solid work background and is well suited for the position. Jason would start work for the City on May 16, 2016.

This position is a budgeted, authorized position.

Please feel free to contact me should you have any questions or concerns on this agenda item.

PM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/20/16

FROM: Jane Timmerman
Director of Recreation and Leisure Services

RE: Seasonal Employee Appointments

ACTION/RECOMMENDATION

Approve appointments for seasonal employees for 2016 summer programs in the Recreation and Leisure Services Department.

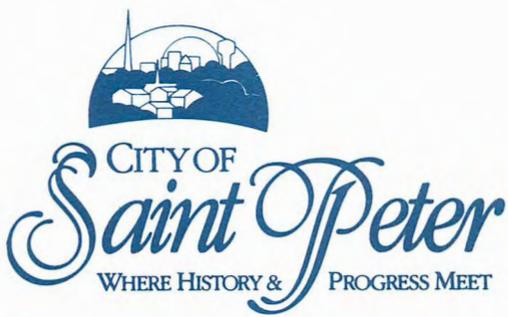
BACKGROUND

Interviews have been completed for seasonal employee positions in the Recreation and Leisure Services Department. Following the interview process, staff recommends the appointment of the candidates to fill 52 seasonal positions. Please note that appointments for the swimming pool staff are contingent upon the passing of a pre-employment drug test and background check. All pool candidates are current in the required Red Cross certifications for the positions indicated. All wages are provided according to the resolutions previously adopted by the City Council.

Recommendations for 2016 summer seasonal employee appointments are listed in consent resolution. These positions are planned for in the 2016 Recreation and Leisure Services and Swimming Pool budgets.

Please feel free to contact us should you have any questions or concerns about this agenda item.

JT/



Memorandum

TO: Todd Prafke
City Administrator

DATE: 4/18/2016

FROM: Pete Moulton
Director of Public Works

RE: 2016 Seasonal Employees – Public Works

ACTION/RECOMMENDATION

Approve the appointment of seasonal employees for the Public Works Department.

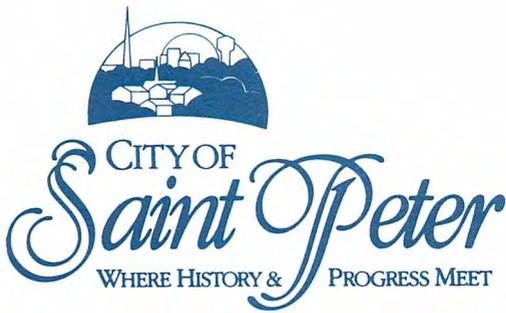
BACKGROUND

Public Works staffing levels are supplemented each year by the appointment of seasonal employees to assist with summer workloads. Interviews have been concluded and I recommend the temporary appointment of the individuals shown below for positions in the Public Works Department.

<u>Name</u>	<u>Section</u>	<u>Wage</u>	<u>Start Date</u>
Bob Lutz	Parks	\$10.25	5/1/16
Nathan Kempenich	Parks	\$10.25	6/1/16
Nathaniel Molitor	Parks	\$9.75	6/1/16
Frank Dorzinsky	Parks	\$9.50	5/1/16
Francesca Lofaro	Parks	\$9.75	6/1/16
Nathan Enter	Enviro Services	\$9.75	6/1/16
Brandon Paul	Enviro Services	\$9.50	5/1/16
Sheldon Anderson	Streets	\$9.50	5/1/16
Mitchell Johnson	Streets	\$9.50	6/6/16
Colton Lusty	Streets	\$9.50	6/6/16
Richard Hurlburt	Stormwater	\$10.25	5/1/16
Robert Wendelschafer	Stormwater	\$10.25	5/1/16
Tyrell Galetka	Stormwater	\$10.00	6/1/16
Tom Tepley	Stormwater	\$9.50	5/1/16
Ken Krenik	Stormwater	\$9.50	5/1/16
Doug Kampen	Wastewater	\$10.25	5/1/16
James Vickery	Wastewater	\$10.25	5/1/16
Dane Lynch	Wastewater	\$9.75	6/1/16
Grant Germscheid	Water	\$10.00	6/1/16

The wages outlined are based on the Council approved seasonal position wage levels. Please feel free to contact me should you have any questions or concerns on this agenda item.

PM/TM/JK/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 4/18/2016

FROM: Pete Moulton
Director of Public Works

RE: 2016 Rain Barrel Program

ACTION/RECOMMENDATION

Authorize staff to proceed with the 2016 Rain Barrel Program.

BACKGROUND

With the success of the 2015 Rain Barrel Program and at the direction of the City Council, City staff has been working with local businesses to continue the program in 2016. This type of program is becoming more frequent in communities such as ours as the City continues to reach out and offer more choices and benefits to help each homeowner minimize their monthly cost and still keep their property looking nice.

The program, which staff has assembled, includes a subsidy in the cost to the homeowners plus a variety in the selection, with two types of barrels available. The selected rain barrels will be available at Arrow Ace Hardware and Traverse des Sioux Garden Center. It has been expressed by the businesses that the program was well run and they liked the fact that the City continues to work with them on promoting items that are bought and sold locally. Each of the businesses expressed that barrels chosen were good products and they hope to continue the existing program.

This year two rain barrels will be offered and can be obtained for either \$80 depending on the unit selected. If the customer would like to pick out a different barrel, sold from one of the businesses listed above, they are able to do so as long as the barrel price is at least \$80.

Staff is also recommending that the "Barrel Kit" remain an option for customers as some owners may have their own rain barrel. The "kit" allows the owner to retro fit the barrel and makes it useable as a rain barrel. Kits can be purchased for \$32 and customers are eligible for a \$10 rebate on this item. We do have some concerns about the proliferation of the "big blue" barrels in neighborhoods and hope that folks who are interested and go to this effort will also understand that our visual environment is a consideration as well.

Just like in the past, the customer will initially pay full price for the rain barrel/rain kit and will fill out a rebate form at the time of purchase. City staff will pick up the rebate forms at the business and deliver the forms to the Finance Department for issuance of a credit to the customer on their utility bill as a \$25 or \$10 credit.

It is anticipated that approximately 25 rain barrel units and 5 conversion kits will be sold during the duration of the program which would run from May 15 to July 15 and that the Stormwater Utility will spend up to \$1,000 for this program. In 2015, 20 rain barrels and 1 conversion kit were purchased through this program at an expense of less than \$600 to the utility.

One new requirement that is recommended for the program is to require the rain barrels to be used in Saint Peter. While that requirement has been assumed in the past we want to make sure our rate payer's local investment stays local.

This kind of program is good for the community in a number of different ways. First, it provides an opportunity, at a reduced cost for homeowners, to do something that can have a positive impact on the environment (not to mention the benefit to their plants and gardens). Use of rain barrels can help save irrigation costs and helps in a small way to recharge our groundwater. In addition, it provides a wonderful, positive contact opportunity for us that show our commitment to environment. While we show the environmental commitment in many ways, like enhanced wastewater treatment, experimenting with electric gators, composting, and others, this is a day-in/day-out example that our customers have direct opportunity to see and use and our private/public partnership with local businesses is positive in keeping dollars and opportunities at home.

One last note. This program comes to the Council in this manner as an effort to promote the program and positive reduction in runoff and pollution that comes from inappropriate runoff. This fiscal impact is under what is expected to go before the Council.

Based on past participation, I estimate approximately \$550 in rebates would be provided to customers. The recommendation is to approve the program with a limit of \$1,000 in expenditures.

Please feel free to contact me should you have any questions or concerns about this agenda item.

PTM/AK/amg

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 THE TEAM, LLC	powers uniform allow	GENERAL FUND	STREETS	253.16
			TOTAL:	253.16
AG SPRAY EQUIPMENT	aspalt release station	GENERAL FUND	STREETS	710.89
			TOTAL:	710.89
ALPHA WIRELESS COMMUNICATIONS CO	apr maint. on ltr radio eq	GENERAL FUND	MUNICIPAL BUILDING	59.51
	apr maint. on ltr radio eq	GENERAL FUND	PUBLIC WORKS ADMIN	83.31
	apr maint. on ltr radio eq	WATER	ADMIN AND GENERAL	57.02
	apr maint. on ltr radio eq	WASTE WATER FUND	ADMIN AND GENERAL	51.57
	apr maint. on ltr radio eq	ELECTRIC FUND	ADMIN AND GENERAL	51.59
			TOTAL:	303.00
AMERICAN PRESSURE INC.	pilot igniter	GENERAL FUND	STREETS	67.89
	pilot igniter	GENERAL FUND	PARKS	67.89
	pilot igniter	WATER	DISTRIBUTION AND STORA	33.94
	pilot igniter	WASTE WATER FUND	SOURCE/TREATMENT	33.94
	pilot igniter	ENVIRON SERVICES F	REFUSE DISPOSAL	33.94
	pilot igniter	ELECTRIC FUND	POWER DISTRIBUTION	67.89
	pilot igniter	STORMWATER FUND	TREATMENT	33.95
			TOTAL:	339.44
ARROW ACE HARDWARE INC	drop cord	GENERAL FUND	STREETS	8.59
	shop clock	GENERAL FUND	STREETS	1.32
	loto, filter	GENERAL FUND	STREETS	4.92
	paint wrench, rstp	GENERAL FUND	STREETS	97.70
	oil, battery pack	GENERAL FUND	PARKS	150.41
	paint	GENERAL FUND	PARKS	7.59
	base boxes	GENERAL FUND	PARKS	230.89
	shop clock	GENERAL FUND	PARKS	1.32
	loto, filter	GENERAL FUND	PARKS	4.92
	union & adapter	WATER	PURIFICATION AND TREAT	10.48
	shop clock	WATER	DISTRIBUTION AND STORA	0.66
	loto, filter	WATER	DISTRIBUTION AND STORA	2.46
	shop clock	WASTE WATER FUND	SOURCE/TREATMENT	0.66
	loto, filter	WASTE WATER FUND	SOURCE/TREATMENT	2.46
	vinyl tubes	WASTE WATER FUND	SOURCE/TREATMENT	36.00
	shop clock	ENVIRON SERVICES F	REFUSE DISPOSAL	0.66
	fuel, sparkplugs, paint	ENVIRON SERVICES F	REFUSE DISPOSAL	34.37
	chainsaw, pliers, spreader	ENVIRON SERVICES F	REFUSE DISPOSAL	536.14
	loto, filter	ENVIRON SERVICES F	REFUSE DISPOSAL	2.46
	screws, weed fabric	ELECTRIC FUND	POWER DISTRIBUTION	95.97
	streetlight paint	ELECTRIC FUND	POWER DISTRIBUTION	6.99
	shop clock	ELECTRIC FUND	POWER DISTRIBUTION	1.32
	loto, filter	ELECTRIC FUND	POWER DISTRIBUTION	4.92
	shop clock	STORMWATER FUND	TREATMENT	0.65
	weedwhip string	STORMWATER FUND	TREATMENT	9.50
	loto, filter	STORMWATER FUND	TREATMENT	2.44
			TOTAL:	1,255.80
BGMN, INC	moa lube grease	GENERAL FUND	STREETS	64.26
	moa lube grease	GENERAL FUND	PARKS	64.26
	moa lube grease	WATER	DISTRIBUTION AND STORA	32.13
	moa lube grease	WASTE WATER FUND	SOURCE/TREATMENT	32.13
	lube grease	WASTE WATER FUND	SOURCE/TREATMENT	63.50
	moa lube grease	ENVIRON SERVICES F	REFUSE DISPOSAL	32.13

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	moa lube grease	ELECTRIC FUND	POWER DISTRIBUTION	64.26
	moa lube grease	STORMWATER FUND	TREATMENT	32.13
			TOTAL:	384.80
RAOUL BLACKMAN	safety boots	ENVIRON SERVICES F	REFUSE DISPOSAL	159.99
			TOTAL:	159.99
BLUE EARTH COUNTY	quarterly mdt charges	GENERAL FUND	POLICE	450.00
			TOTAL:	450.00
BOLTON & MENK INC	gardner rd improvements	GENERAL FUND	STREETS	646.50
	staff mtgs	GENERAL FUND	STREETS	127.50
	broadway atp	GENERAL FUND	STREETS	1,590.00
	msa street map	GENERAL FUND	STREETS	270.00
	th 169 msa project close o	GENERAL FUND	STREETS	60.00
	staff mtgs	GENERAL FUND	PARKS	102.00
	city hall p&z complan map	GENERAL FUND	ECONOMIC DEVMT	140.00
	school grading, drainage,	PARK LAND DEDICATI	PARKS	1,260.00
	design topo & platting	HOUSING DISTRICT #	ECONOMIC DEVMT	73,040.04
	gardner rd improvements	WATER	CAPITAL-WATER DISTRIBU	6,934.00
	staff mtgs	WATER	ADMIN AND GENERAL	51.00
	staff mtgs	WASTE WATER FUND	ADMIN AND GENERAL	51.00
	staff mtgs	ENVIRON SERVICES F	ADMIN AND GENERAL	51.00
	staff mtgs	ELECTRIC FUND	ADMIN AND GENERAL	127.50
	2012 brown st. denten basi	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	756.50
	alignment mtg. & appraisal	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	840.00
	utility base map	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	175.00
			TOTAL:	86,222.04
BROAD REACH	new juvenile materials	LIBRARY FUND	LIBRARY	291.19
			TOTAL:	291.19
BRYAN ROCK PRODUCTS INC	aggregrate tax/ ag lime, r	GENERAL FUND	PARKS	724.75
			TOTAL:	724.75
CARQUEST AUTO PARTS STORES	squad maintenance	GENERAL FUND	POLICE	97.96
	silicone	GENERAL FUND	STREETS	0.39
	#311 ant tester & fuse	GENERAL FUND	STREETS	32.91
	silicone	GENERAL FUND	PARKS	0.39
	silicone	WATER	DISTRIBUTION AND STORA	0.20
	silicone	WASTE WATER FUND	SOURCE/TREATMENT	0.20
	vbelts & grease	WASTE WATER FUND	SOURCE/TREATMENT	120.66
	silicone	ENVIRON SERVICES F	REFUSE DISPOSAL	0.20
	silicone	ELECTRIC FUND	POWER DISTRIBUTION	0.39
	silicone	STORMWATER FUND	TREATMENT	0.19
			TOTAL:	253.49
CENTERPOINT ENERGY MINNEGASCO	gas bill	GENERAL FUND	FIRE	338.43
	gas bill	GENERAL FUND	STREETS	288.69
	gas bill	GENERAL FUND	SWIMMING POOL	45.43
	gas bill	GENERAL FUND	PARKS	230.95
	gas bill	LIBRARY FUND	LIBRARY	872.22
	gas bill	COMMUNITY CENTER	COMMUNITY CENTER	2,023.85
	gas bill	WATER	PURIFICATION AND TREAT	903.07
	gas bill	WATER	PURIFICATION AND TREAT	96.79
	gas bill	WATER	ADMIN AND GENERAL	115.48

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	gas bill	WASTE WATER FUND	COLLECTOR/LIFT STAT	15.85
	gas bill	WASTE WATER FUND	SOURCE/TREATMENT	5,478.83
	gas bill	WASTE WATER FUND	ADMIN AND GENERAL	115.48
	gas bill	ENVIRON SERVICES F	ADMIN AND GENERAL	115.46
	gas bill	ELECTRIC FUND	ADMIN AND GENERAL	288.69
			TOTAL:	10,929.22
CINTAS CORPORATION #754	march uniform service	GENERAL FUND	STREETS	1.78
	march uniform service	GENERAL FUND	PARKS	1.78
	march uniform service	WATER	DISTRIBUTION AND STORA	0.89
	march uniform service	WASTE WATER FUND	SOURCE/TREATMENT	0.89
	march uniform service	ENVIRON SERVICES F	REFUSE DISPOSAL	0.89
	march uniform service	ELECTRIC FUND	POWER DISTRIBUTION	1.78
	march uniform service	ELECTRIC FUND	ADMIN AND GENERAL	519.60
	march uniform service	STORMWATER FUND	TREATMENT	0.89
			TOTAL:	528.50
CINTAS FIRST AID & SAFETY	first aid cabinet	GENERAL FUND	STREETS	9.58
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	51.92
	first aid cabinet	GENERAL FUND	PARKS	7.66
	first aid supplies	LIBRARY FUND	LIBRARY	11.64
	first aid supplies	COMMUNITY CENTER	COMMUNITY CENTER	4.95
	first aid cabinet	WATER	ADMIN AND GENERAL	3.83
	first aid cabinet	WASTE WATER FUND	ADMIN AND GENERAL	3.83
	first aid cabinet	ENVIRON SERVICES F	ADMIN AND GENERAL	3.82
	first aid cabinet	ELECTRIC FUND	ADMIN AND GENERAL	9.58
			TOTAL:	106.81
COLE PAPERS INC	trash bags, wipes, & t.p.	GENERAL FUND	STREETS	74.80
	trash bags, wipes, & t.p.	GENERAL FUND	PARKS	74.80
	cleaning product	COMMUNITY CENTER	COMMUNITY CENTER	52.86-
	trash bags, wipes, & t.p.	WATER	DISTRIBUTION AND STORA	37.40
	trash bags, wipes, & t.p.	WASTE WATER FUND	SOURCE/TREATMENT	37.40
	trash bags, wipes, & t.p.	ENVIRON SERVICES F	REFUSE DISPOSAL	37.40
	trash bags, wipes, & t.p.	ELECTRIC FUND	POWER DISTRIBUTION	74.80
	trash bags, wipes, & t.p.	STORMWATER FUND	TREATMENT	37.41
			TOTAL:	321.15
COMFORT SYSTEMS, INC.	warming house heat repair	GENERAL FUND	SKATING RINKS	318.87
			TOTAL:	318.87
COMPUTER TECHNOLOGY SOLUTIONS, INC.	3 spare hard drives	GENERAL FUND	CITY ADMINISTRATION	9.93
	3 spare hard drives	GENERAL FUND	FINANCE	35.74
	3 spare hard drives	GENERAL FUND	POLICE	45.66
	3 spare hard drives	GENERAL FUND	FIRE	5.96
	3 spare hard drives	GENERAL FUND	BUILDING INSPECTOR	5.96
	3 spare hard drives	GENERAL FUND	PUBLIC WORKS ADMIN	13.90
	3 spare hard drives	GENERAL FUND	STREETS	3.97
	3 spare hard drives	GENERAL FUND	RECREATION/LEISURE SER	25.81
	3 spare hard drives	GENERAL FUND	PARKS	1.99
	3 spare hard drives	GENERAL FUND	ECONOMIC DEVMT	3.97
	3 spare hard drives	LIBRARY FUND	LIBRARY	63.53
	3 spare hard drives	PUBLIC ACCESS	PUBLIC ACCESS	1.99
	3 spare hard drives	COMMUNITY CENTER	COMMUNITY CENTER	1.99
	3 spare hard drives	WATER	ADMIN AND GENERAL	9.93
	3 spare hard drives	WASTE WATER FUND	ADMIN AND GENERAL	5.96

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3 spare hard drives	ENVIRON SERVICES F	REFUSE DISPOSAL	1.99
	3 spare hard drives	ELECTRIC FUND	ADMIN AND GENERAL	25.92
	3 spare hard drives	STORMWATER FUND	ADMINISTRATION AND GEN	3.97
	3 spare hard drives	TRANSIT	TRANSIT/TRANSPORTATION	1.83
			TOTAL:	270.00
CONSOLIDATED COMMUNICATIONS	phone bill	GENERAL FUND	CITY ADMINISTRATION	54.16
	phone bill	GENERAL FUND	CITY CLERK	10.71
	phone bill	GENERAL FUND	FINANCE	84.31
	phone bill	GENERAL FUND	MUNICIPAL BUILDING	5.01
	phone bill	GENERAL FUND	POLICE	294.41
	phone bill	GENERAL FUND	FIRE	151.54
	phone bill	GENERAL FUND	BUILDING INSPECTOR	31.43
	phone bill	GENERAL FUND	PUBLIC WORKS ADMIN	78.96
	phone bill	GENERAL FUND	STREETS	36.43
	phone bill	GENERAL FUND	SENIOR COORDINATOR	4.58
	phone bill	GENERAL FUND	RECREATION/LEISURE SER	185.49
	phone bill	GENERAL FUND	SWIMMING POOL	31.34
	phone bill	GENERAL FUND	PARKS	84.12
	phone bill	GENERAL FUND	ECONOMIC DEVMT	20.72
	phone bill	LIBRARY FUND	LIBRARY	64.17
	phone bill	PUBLIC ACCESS	PUBLIC ACCESS	10.71
	phone bill	COMMUNITY CENTER	COMMUNITY CENTER	121.10
	phone bill	WATER	ADMIN AND GENERAL	160.52
	phone bill	WASTE WATER FUND	ADMIN AND GENERAL	184.86
	phone bill	ENVIRON SERVICES F	ADMIN AND GENERAL	23.15
	phone bill	ELECTRIC FUND	ADMIN AND GENERAL	114.48
	phone bill	TRANSIT	TRANSIT/TRANSPORTATION	45.60
			TOTAL:	1,797.80
CONSTRUCTION MIDWEST INC.	stone treatment planters	ENVIRON SERVICES F	REFUSE DISPOSAL	573.60
			TOTAL:	573.60
CREDIT RIVER TOOLS	ratchet o'rings	GENERAL FUND	STREETS	37.39
	socket wrench	GENERAL FUND	STREETS	22.30
	ratchet o'rings	GENERAL FUND	PARKS	37.39
	socket wrench	GENERAL FUND	PARKS	22.30
	ratchet o'rings	WATER	DISTRIBUTION AND STORA	18.70
	socket wrench	WATER	DISTRIBUTION AND STORA	11.15
	ratchet o'rings	WASTE WATER FUND	SOURCE/TREATMENT	18.70
	socket wrench	WASTE WATER FUND	SOURCE/TREATMENT	11.15
	ratchet o'rings	ENVIRON SERVICES F	REFUSE DISPOSAL	18.70
	socket wrench	ENVIRON SERVICES F	REFUSE DISPOSAL	11.15
	ratchet o'rings	ELECTRIC FUND	POWER DISTRIBUTION	37.39
	socket wrench	ELECTRIC FUND	POWER DISTRIBUTION	22.30
	ratchet o'rings	STORMWATER FUND	TREATMENT	18.68
	socket wrench	STORMWATER FUND	TREATMENT	11.15
			TOTAL:	298.45
CRYSTAL LAWN, INC	spg startup pw bldg sprink	GENERAL FUND	STREETS	45.81
	spg startup pw bldg sprink	GENERAL FUND	PARKS	36.64
	gault park spring start-up	GENERAL FUND	PARKS	372.81
	jeff park spg start	GENERAL FUND	PARKS	662.17
	1312 bdwy water plant spg	WATER	PURIFICATION AND TREAT	114.97
	2001 sunrise water tower s	WATER	DISTRIBUTION AND STORA	167.22
	spg startup pw bldg sprink	WATER	ADMIN AND GENERAL	18.32

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	spg startup pw bldg sprink	WASTE WATER FUND	ADMIN AND GENERAL	18.32
	spg startup pw bldg sprink	ENVIRON SERVICES F	ADMIN AND GENERAL	18.32
	spg startup pw bldg sprink	ELECTRIC FUND	ADMIN AND GENERAL	45.81
			TOTAL:	1,500.39
CRYSTEEL TRUCK EQUIPMENT INC	#556b trip edge	GENERAL FUND	STREETS	464.85
			TOTAL:	464.85
CYBER MARKETING INC.	boots, meyer	GENERAL FUND	PARKS	110.49
			TOTAL:	110.49
DANCE CONSERVATORY	dance instructors	GENERAL FUND	RECREATION/LEISURE SER	550.00
			TOTAL:	550.00
DAVE'S ELECTRONIC SERVICE	antennas	GENERAL FUND	STREETS	172.07
			TOTAL:	172.07
DEMCO, INC.	processing supplies	LIBRARY FUND	LIBRARY	224.96
			TOTAL:	224.96
BANK OF THE WEST (DITCH WITCH)	clean & repair	ELECTRIC FUND	POWER DISTRIBUTION	469.13
			TOTAL:	469.13
DAN DVORAK	fire training, hotel, meal	GENERAL FUND	FIRE	287.45
			TOTAL:	287.45
EATON CORPORATION	external ant kit cable	WATER	CAPITAL-WATER DISTRIBU	163.92
	external ant kit cable	WASTE WATER FUND	CAPITAL-GENERAL PLANT	163.93
	external ant kit cable	ELECTRIC FUND	CAPITAL-GENERAL PLANT	665.63
			TOTAL:	993.48
ENVIRONMENTAL RESOURCE ASSOCIATES	tech testing	WASTE WATER FUND	SOURCE/TREATMENT	554.89
			TOTAL:	554.89
FAMILY FRESH MARKET	staff training supplies	GENERAL FUND	CITY ADMINISTRATION	87.60
	monthly staff mtg supplies	GENERAL FUND	STREETS	7.17
	senior dance supplies	GENERAL FUND	SENIOR COORDINATOR	22.87
	daddy daughter dance suppl	GENERAL FUND	RECREATION/LEISURE SER	140.03
	daddy daughter dance suppl	GENERAL FUND	RECREATION/LEISURE SER	23.51
	monthly staff mtg supplies	GENERAL FUND	PARKS	5.74
	monthly staff mtg supplies	WATER	ADMIN AND GENERAL	2.87
	bleach	WATER	ADMIN AND GENERAL	41.88
	tide/ downy	WATER	ADMIN AND GENERAL	17.48
	monthly staff mtg supplies	WASTE WATER FUND	ADMIN AND GENERAL	2.87
	monthly staff mtg supplies	ENVIRON SERVICES F	ADMIN AND GENERAL	2.87
	distilled water	ELECTRIC FUND	POWER DISTRIBUTION	9.79
	monthly staff mtg supplies	ELECTRIC FUND	ADMIN AND GENERAL	7.17
	fruit basket	ELECTRIC FUND	ADMIN AND GENERAL	45.00
	stormwater contractor's me	STORMWATER FUND	ADMINISTRATION AND GEN	28.96
			TOTAL:	445.81
FASTENAL COMPANY	butt connectors	GENERAL FUND	STREETS	3.12
	duct tape	GENERAL FUND	STREETS	3.21
	ear muff	GENERAL FUND	STREETS	1.80
	butt connectors	GENERAL FUND	PARKS	3.12
	#809 220v. batteries	GENERAL FUND	PARKS	189.99

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	duct tape	GENERAL FUND	PARKS	3.21
	ear muff	GENERAL FUND	PARKS	1.44
	butt connectors	WATER	DISTRIBUTION AND STORA	1.56
	duct tape	WATER	DISTRIBUTION AND STORA	1.61
	ear muff	WATER	ADMIN AND GENERAL	0.72
	butt connectors	WASTE WATER FUND	SOURCE/TREATMENT	1.56
	duct tape	WASTE WATER FUND	SOURCE/TREATMENT	1.61
	ear muff	WASTE WATER FUND	ADMIN AND GENERAL	0.72
	butt connectors	ENVIRON SERVICES F	REFUSE DISPOSAL	1.56
	duct tape	ENVIRON SERVICES F	REFUSE DISPOSAL	1.61
	ear muff	ENVIRON SERVICES F	ADMIN AND GENERAL	0.71
	butt connectors	ELECTRIC FUND	POWER DISTRIBUTION	3.12
	bits	ELECTRIC FUND	POWER DISTRIBUTION	5.29
	duct tape	ELECTRIC FUND	POWER DISTRIBUTION	3.21
	ear muff	ELECTRIC FUND	ADMIN AND GENERAL	1.80
	butt connectors	STORMWATER FUND	TREATMENT	1.58
	duct tape	STORMWATER FUND	TREATMENT	1.60
			TOTAL:	234.15
FORESTRY SUPPLIERS INC	sprayer	ENVIRON SERVICES F	REFUSE DISPOSAL	121.13
			TOTAL:	121.13
FREEDOM VALUE CENTERS, INC.	march fuel	WATER	ADMIN AND GENERAL	45.01
	march fuel	WASTE WATER FUND	SOURCE/TREATMENT	19.04
			TOTAL:	64.05
GENESIS	march fuel	GENERAL FUND	FIRE	81.13
	march fuel	GENERAL FUND	STREETS	1,696.64
	march fuel	GENERAL FUND	PARKS	65.71
	march fuel	WATER	SOURCE OF SUPPLY	2.96
	march fuel	WATER	PURIFICATION AND TREAT	4.45
	march fuel	WATER	DISTRIBUTION AND STORA	22.23
	march fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	119.35
	march fuel	ELECTRIC FUND	POWER DISTRIBUTION	237.36
			TOTAL:	2,229.83
WILLIAM GERHART	tactical mask	GENERAL FUND	POLICE	62.59
			TOTAL:	62.59
GERTENS	pro mound gault park	GENERAL FUND	PARKS	807.30
	pro mount vets #2	GENERAL FUND	PARKS	299.00
			TOTAL:	1,106.30
GOPHER STATE ONE-CALL INC	march locates	WATER	DISTRIBUTION AND STORA	22.71
	march locates	WASTE WATER FUND	COLLECTOR/LIFT STAT	22.71
	march locates	ELECTRIC FUND	POWER DISTRIBUTION	22.73
			TOTAL:	68.15
GREATER MANKATO GROWTH	2nd quater reda membership	GENERAL FUND	ECONOMIC DEVMT	6,503.93
			TOTAL:	6,503.93
GUSTAVUS ADOLPHUS COLLEGE P.O.	postage	GENERAL FUND	CITY ADMINISTRATION	26.72
	postage	GENERAL FUND	CITY CLERK	11.24
	postage	GENERAL FUND	FINANCE	152.47
	postage	GENERAL FUND	POLICE	18.75
	postage	GENERAL FUND	FIRE	9.63

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	postage	GENERAL FUND	BUILDING INSPECTOR	19.66
	postage	GENERAL FUND	PUBLIC WORKS ADMIN	0.54
	postage	GENERAL FUND	STREETS	16.22
	postage	GENERAL FUND	RECREATION/LEISURE SER	18.19
	postage	GENERAL FUND	PARKS	8.03
	postage	GENERAL FUND	ECONOMIC DEVMT	10.25
	postage	LIBRARY FUND	LIBRARY	2.68
	postage	COMMUNITY CENTER	COMMUNITY CENTER	0.54
	postage	WATER	ADMIN AND GENERAL	1.61
	postage	WATER	CUSTOMER ACCOUNTS	86.49
	postage	WASTE WATER FUND	ADMIN AND GENERAL	1.08
	postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	86.49
	postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	86.49
	postage	ELECTRIC FUND	ADMIN AND GENERAL	3.33
	postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	86.49
	postage	STORMWATER FUND	ADMINISTRATION AND GEN	20.87
	postage	TRANSIT	TRANSIT/TRANSPORTATION	9.10
			TOTAL:	676.87
HACH COMPANY	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	921.77
			TOTAL:	921.77
HD SUPPLY FACILITIES MAINTENANCE	parts	COMMUNITY CENTER	COMMUNITY CENTER	139.12
			TOTAL:	139.12
I & S GROUP	front st. substation	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	500.00
			TOTAL:	500.00
IMPACT	printing	WATER	CUSTOMER ACCOUNTS	160.89
	postage	WATER	CUSTOMER ACCOUNTS	378.32
	printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	160.89
	postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	378.32
	printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	160.89
	postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	378.32
	printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	160.90
	postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	378.32
	flyers	ELECTRIC FUND	CUSTOMER ACCOUNTS	164.03
			TOTAL:	2,320.88
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	1,035.90
	wellness program books	RESTRICTED CONTRIB	CITY ADMINISTRATION	213.00
			TOTAL:	1,248.90
INTERNATIONAL CODE COUNCIL, INC	governmental member dues	GENERAL FUND	BUILDING INSPECTOR	135.00
			TOTAL:	135.00
JETTER CLEAN, INC.	cleaned main drain	GENERAL FUND	MUNICIPAL BUILDING	261.50
			TOTAL:	261.50
JOHNSON AGGREGATES	front end loader rental	GENERAL FUND	STREETS	4,845.00
			TOTAL:	4,845.00
AMY KAMM	phone	STORMWATER FUND	ADMINISTRATION AND GEN	100.00
			TOTAL:	100.00
KENDELL DOORS & HARDWARE, INC.	padlock	GENERAL FUND	STREETS	28.80

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	lock cores	GENERAL FUND	STREETS	180.00
	padlock	GENERAL FUND	PARKS	28.80
	lock cores	GENERAL FUND	PARKS	180.00
	padlock	WATER	DISTRIBUTION AND STORA	14.40
	lock cores	WATER	DISTRIBUTION AND STORA	90.00
	padlock	WASTE WATER FUND	SOURCE/TREATMENT	14.40
	lock cores	WASTE WATER FUND	SOURCE/TREATMENT	90.00
	padlock	ENVIRON SERVICES F	REFUSE DISPOSAL	14.40
	lock cores	ENVIRON SERVICES F	REFUSE DISPOSAL	90.00
	padlock	ELECTRIC FUND	POWER DISTRIBUTION	28.80
	lock cores	ELECTRIC FUND	POWER DISTRIBUTION	180.00
	padlock	STORMWATER FUND	TREATMENT	14.40
	lock cores	STORMWATER FUND	TREATMENT	90.00
			TOTAL:	1,044.00
KIND VETERINARY CLINIC PA	animal care-paws	RESTRICTED CONTRIB	NON-DEPARTMENTAL	35.00-
	animal care-paws	RESTRICTED CONTRIB	COMMUNITY SERVICE	450.64
			TOTAL:	415.64
KWIK TRIP INC	march fuel	GENERAL FUND	PARKS	154.34
			TOTAL:	154.34
LE SUEUR COUNTY SOLID WASTE OFFICE	le sueur compost permit	ENVIRON SERVICES F	ADMIN AND GENERAL	200.00
			TOTAL:	200.00
LEXIS NEXIS	april subscription fee	GENERAL FUND	POLICE	100.00
			TOTAL:	100.00
LJP ENTERPRISES INC	march recycle & waste	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	march recycle & waste	WATER	PURIFICATION AND TREAT	99.43
	march recycle & waste	WASTE WATER FUND	SOURCE/TREATMENT	128.31
	march recycle & waste	ENVIRON SERVICES F	REFUSE DISPOSAL	576.32
	april 2016 refuse pickup &	ENVIRON SERVICES F	REFUSE DISPOSAL	19,305.72
			TOTAL:	20,554.24
LOCATORS & SUPPLIES, INC.	gloves	GENERAL FUND	STREETS	16.26
	gloves	GENERAL FUND	PARKS	13.00
	gloves	WATER	ADMIN AND GENERAL	6.50
	gloves	WASTE WATER FUND	ADMIN AND GENERAL	6.50
	gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	6.50
	gloves	ELECTRIC FUND	ADMIN AND GENERAL	16.26
	safety t's	ELECTRIC FUND	ADMIN AND GENERAL	65.03
			TOTAL:	130.05
MACQUEEN EQUIPMENT INC	#310a nozzles	GENERAL FUND	STREETS	200.97
			TOTAL:	200.97
MANKATO CLINIC LTD	employment physicals	GENERAL FUND	FIRE	507.18
	employment physicals	WATER	CUSTOMER ACCOUNTS	64.25
	employment physicals	WASTE WATER FUND	CUSTOMER ACCOUNTS	64.25
	employment physicals	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	64.25
	employment physicals	ELECTRIC FUND	CUSTOMER ACCOUNTS	64.25
			TOTAL:	764.18
MANKATO TENT & AWNING CO.	repair mound cover	GENERAL FUND	PARKS	60.00
			TOTAL:	60.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
MENARDS	garage door opener	GENERAL FUND	STREETS	102.70	
	gloves	GENERAL FUND	STREETS	29.94	
	garage door opener	GENERAL FUND	PARKS	102.70	
	gloves	GENERAL FUND	PARKS	23.95	
	base boxes	GENERAL FUND	PARKS	51.11	
	garage door opener	WATER	DISTRIBUTION AND STORA	51.35	
	gloves	WATER	ADMIN AND GENERAL	11.98	
	garage door opener	WASTE WATER FUND	SOURCE/TREATMENT	51.35	
	gloves	WASTE WATER FUND	ADMIN AND GENERAL	11.98	
	garage door opener	ENVIRON SERVICES F	REFUSE DISPOSAL	51.35	
	gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	11.97	
	garage door opener	ELECTRIC FUND	POWER DISTRIBUTION	102.70	
	gloves	ELECTRIC FUND	ADMIN AND GENERAL	29.94	
	garage door opener	STORMWATER FUND	TREATMENT	51.37	
			TOTAL:	684.39	
METERING & TECHNOLOGY SOLUTIONS	#811 meters	WATER	NON-DEPARTMENTAL	912.00	
	#810/#811 meters	WATER	NON-DEPARTMENTAL	8,840.00	
			TOTAL:	9,752.00	
MISC VENDOR	COMMUNITY CORE PARTNER	facade renovation rlf	FACADE RENOVATION	ECONOMIC DEVMT	25,000.00
	EFTA, CASSANDRA	soccer club refund	GENERAL FUND	NON-DEPARTMENTAL	47.00
	JAEGER, PATRICK	dot physical	TRANSIT	TRANSIT/TRANSPORTATION	60.00
	SHILOH'S HOPE	reimbursement for 4 ticket	TRANSIT	NON-DEPARTMENTAL	160.00
	TRUE FACADE PICTURES	march contracted services	PUBLIC ACCESS	PUBLIC ACCESS	712.50
	WANOUS, LUVERNE	entertainment for senior d	GENERAL FUND	SENIOR COORDINATOR	185.00
			TOTAL:	26,164.50	
MN BOARD OF PEACE OFFICER	peace officer license rene	GENERAL FUND	POLICE	360.00	
			TOTAL:	360.00	
MN DEPT OF EMPLOYMENT & ECONOMIC DEVEL	unemployment	GENERAL FUND	FINANCE	35.72	
	unemployment	GENERAL FUND	BUILDING INSPECTOR	35.72	
	unemployment	WATER	CUSTOMER ACCOUNTS	71.23	
	unemployment	WASTE WATER FUND	CUSTOMER ACCOUNTS	71.23	
	unemployment	ELECTRIC FUND	CUSTOMER ACCOUNTS	71.23	
			TOTAL:	285.13	
MN DEPT OF TRANSPORTATION	2014 audit	TRANSIT	NON-DEPARTMENTAL	8,650.91	
			TOTAL:	8,650.91	
MN MUNICIPAL UTILITIES ASSOCIATION	2016 random test fee	GENERAL FUND	STREETS	310.00	
	3rd qrt safety mgt prog.	GENERAL FUND	STREETS	1,397.75	
	2016 random test fee	GENERAL FUND	PARKS	248.00	
	3rd qrt safety mgt prog.	GENERAL FUND	PARKS	1,118.20	
	2016 random test fee	WATER	ADMIN AND GENERAL	124.00	
	3rd qrt safety mgt prog.	WATER	ADMIN AND GENERAL	559.10	
	2016 random test fee	WASTE WATER FUND	ADMIN AND GENERAL	124.00	
	3rd qrt safety mgt prog.	WASTE WATER FUND	ADMIN AND GENERAL	559.10	
	drug testing accident & ne	ENVIRON SERVICES F	ADMIN AND GENERAL	71.00	
	2016 random test fee	ENVIRON SERVICES F	ADMIN AND GENERAL	124.00	
	3rd qrt safety mgt prog.	ENVIRON SERVICES F	ADMIN AND GENERAL	559.11	
	2016 random test fee	ELECTRIC FUND	ADMIN AND GENERAL	310.00	
	3rd qrt safety mgt prog.	ELECTRIC FUND	ADMIN AND GENERAL	1,397.75	
	3rd qrt safety mgt prog.	ELECTRIC FUND	ADMIN AND GENERAL	687.50	
	2016 2nd qrt elec. member	ELECTRIC FUND	ADMIN AND GENERAL	3,708.75	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	drug testing accident & ne	STORMWATER FUND	ADMINISTRATION AND GEN	35.50
	d & a consortium fee	TRANSIT	TRANSIT/TRANSPORTATION	403.00
			TOTAL:	11,736.76
MN PIPE & EQUIPMENT	granular chlorine	WATER	DISTRIBUTION AND STORA	65.84
			TOTAL:	65.84
MN WASTE PROCESSING	march disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	15,487.85
			TOTAL:	15,487.85
PETE MOULTON	mileage 03/14/16-03/25/16	GENERAL FUND	PUBLIC WORKS ADMIN	10.26
	mileage 03/14/16-03/25/16	GENERAL FUND	PARKS	46.44
	mileage 03/28/16-04/01/16	GENERAL FUND	PARKS	9.72
	mileage 03/28/16-04/01/16	GENERAL FUND	PARKS	7.02
	mileage 03/14/16-03/25/16	WATER	ADMIN AND GENERAL	24.84
	mileage 03/14/16-03/25/16	WASTE WATER FUND	ADMIN AND GENERAL	85.32
	mileage 03/14/16-03/25/16	ELECTRIC FUND	ADMIN AND GENERAL	185.22
	mileage 03/28/16-04/01/16	ELECTRIC FUND	ADMIN AND GENERAL	11.34
	mileage 03/28/16-04/01/16	ELECTRIC FUND	ADMIN AND GENERAL	10.26
	lions dues	ELECTRIC FUND	ADMIN AND GENERAL	80.00
	mileage 03/28/16-04/01/16	STORMWATER FUND	ADMINISTRATION AND GEN	8.64
			TOTAL:	479.06
MVTL LABORATORIES INC	group 1 fecal - bio solids	WASTE WATER FUND	BIOSOLIDS	400.00
	group 2 fecal bio solids t	WASTE WATER FUND	BIOSOLIDS	400.00
	hwe	WASTE WATER FUND	SOURCE/TREATMENT	32.60
	wwtf nitrogen study	WASTE WATER FUND	SOURCE/TREATMENT	74.60
	wwtf salty discharge	WASTE WATER FUND	SOURCE/TREATMENT	126.80
	wwtf nitrogen study	WASTE WATER FUND	SOURCE/TREATMENT	74.60
	wwtf salty discharge hwe	WASTE WATER FUND	SOURCE/TREATMENT	126.80
			TOTAL:	1,235.40
NAPA AUTO PARTS OF ST PETER	nitrile gloves, washer flu	GENERAL FUND	STREETS	222.14
	battery, flasher, slide te	GENERAL FUND	STREETS	302.48
	credit	GENERAL FUND	STREETS	10.91-
	nitrile gloves, washer flu	GENERAL FUND	PARKS	222.14
	air & oil filters, relay	GENERAL FUND	PARKS	38.74
	credit	GENERAL FUND	PARKS	10.91-
	nitrile gloves, washer flu	WATER	DISTRIBUTION AND STORA	111.07
	credit	WATER	DISTRIBUTION AND STORA	5.46-
	nitrile gloves, washer flu	WASTE WATER FUND	SOURCE/TREATMENT	111.07
	credit	WASTE WATER FUND	SOURCE/TREATMENT	5.46-
	nitrile gloves, washer flu	ENVIRON SERVICES F	REFUSE DISPOSAL	111.07
	oil filter	ENVIRON SERVICES F	REFUSE DISPOSAL	2.93
	credit	ENVIRON SERVICES F	REFUSE DISPOSAL	5.46-
	nitrile gloves, washer flu	ELECTRIC FUND	POWER DISTRIBUTION	222.14
	dist cap, rotor, bmx, spar	ELECTRIC FUND	POWER DISTRIBUTION	176.25
	credit	ELECTRIC FUND	POWER DISTRIBUTION	10.91-
	nitrile gloves, washer flu	STORMWATER FUND	TREATMENT	111.07
	seat covers, sealer,	STORMWATER FUND	TREATMENT	244.51
	credit	STORMWATER FUND	TREATMENT	5.45-
	sealer & air fliter	TRANSIT	TRANSIT/TRANSPORTATION	29.92
			TOTAL:	1,850.97
NBS CALIBRATIONS	analytical balance calibra	WASTE WATER FUND	SOURCE/TREATMENT	2,184.00
			TOTAL:	2,184.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
NELSON PRINTING COMPANY	daddy daughter registratio	GENERAL FUND	RECREATION/LEISURE SER	7.03	
	ticket books for pool	GENERAL FUND	SWIMMING POOL	66.75	
	ups	WATER	ADMIN AND GENERAL	32.70	
	envelopes	WATER	CUSTOMER ACCOUNTS	126.24	
	assistance info	WATER	CUSTOMER ACCOUNTS	4.38	
	envelopes	WASTE WATER FUND	CUSTOMER ACCOUNTS	126.24	
	assistance info	WASTE WATER FUND	CUSTOMER ACCOUNTS	4.38	
	envelopes	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	126.23	
	assistance info	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	4.36	
	ups	ELECTRIC FUND	ADMIN AND GENERAL	86.00	
	envelopes	ELECTRIC FUND	CUSTOMER ACCOUNTS	126.24	
	assistance info	ELECTRIC FUND	CUSTOMER ACCOUNTS	4.38	
		TOTAL:		714.93	
	NICOLLET COUNTY BANK	march ach entries	GENERAL FUND	FINANCE	6.93
		march ach entries	WATER	ADMIN AND GENERAL	1.73
march ach entries		WATER	CUSTOMER ACCOUNTS	13.51	
march ach entries		WASTE WATER FUND	ADMIN AND GENERAL	1.73	
march ach entries		WASTE WATER FUND	CUSTOMER ACCOUNTS	13.51	
march ach entries		ENVIRON SERVICES F	ADMIN AND GENERAL	1.73	
march ach entries		ENVIRON SERVICES F	CUSTOMER ACCOUNTS	13.51	
march ach entries		ELECTRIC FUND	ADMIN AND GENERAL	1.73	
march ach entries		ELECTRIC FUND	CUSTOMER ACCOUNTS	13.52	
		TOTAL:		67.90	
NICOLLET CTY PUBLIC HEALTH		mar sr center coordinator	GENERAL FUND	SENIOR COORDINATOR	2,535.65
			TOTAL:	2,535.65	
NICOLLET COUNTY TREASURER	gravel removal tax reporti	GENERAL FUND	STREETS	3.01	
	gravel removal tax reporti	GENERAL FUND	PARKS	2.41	
	hey diddle, diddle daycare	REVOLVING LOAN FUN	ECONOMIC DEVMT	97.52	
	community care partners, l	FACADE RENOVATION	ECONOMIC DEVMT	57.50	
	gravel removal tax reporti	WATER	ADMIN AND GENERAL	1.21	
	gravel removal tax reporti	WASTE WATER FUND	ADMIN AND GENERAL	1.21	
	gravel removal tax reporti	ENVIRON SERVICES F	ADMIN AND GENERAL	1.20	
	gravel removal tax reporti	ELECTRIC FUND	ADMIN AND GENERAL	3.01	
		TOTAL:		167.07	
NORTH CENTRAL LABORATORIES	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	81.28	
			TOTAL:	81.28	
NORTH KATO SUPPLY LLC	ceiling tile	COMMUNITY CENTER	COMMUNITY CENTER	264.96	
			TOTAL:	264.96	
NUSS TRUCK & EQUIPMENT	#216 mudflaps	GENERAL FUND	STREETS	194.44	
	#216 mudflaps	GENERAL FUND	STREETS	177.85	
			TOTAL:	372.29	
OVERHEAD DOOR COMPANY OF MANKATO INC	garage door repair	GENERAL FUND	MUNICIPAL BUILDING	466.20	
			TOTAL:	466.20	
PENWORTHY	new juvenile books	LIBRARY FUND	LIBRARY	206.76	
			TOTAL:	206.76	
PET EXPO DIST.	new aqurium & equipment fo	LIBRARY FUND	LIBRARY	432.43	
			TOTAL:	432.43	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
TODD PRAFKE-PETTY CASH	postage	GENERAL FUND	CITY ADMINISTRATION	2.26	
	postage	GENERAL FUND	FINANCE	0.49	
	meals	GENERAL FUND	BUILDING INSPECTOR	39.09	
	card	GENERAL FUND	BUILDING INSPECTOR	3.00	
	unit 312/ license	GENERAL FUND	PUBLIC WORKS ADMIN	27.00	
	meal	GENERAL FUND	PARKS	14.75	
	meals	GENERAL FUND	ECONOMIC DEVMT	93.73	
	postage	WATER	CUSTOMER ACCOUNTS	3.14	
	meal	WASTE WATER FUND	ADMIN AND GENERAL	20.00	
	parking	ENVIRON SERVICES F	ADMIN AND GENERAL	3.00	
	meals	STORMWATER FUND	ADMINISTRATION AND GEN	23.51	
				<u>23.51</u>	
				TOTAL:	229.97
	PROFESSIONAL WATER TECHNOLOGIES	spectraguard	WATER	PURIFICATION AND TREAT	10,000.00
				<u>10,000.00</u>	
			TOTAL:	10,000.00	
QUILL	ink cartridges	GENERAL FUND	CITY CLERK	71.71	
	2 hanging folder frames, s	GENERAL FUND	RECREATION/LEISURE SER	46.74	
	ink cartridges	GENERAL FUND	ECONOMIC DEVMT	71.71	
	smmr read supp, storytime	LIBRARY FUND	LIBRARY	60.85	
	library office supplies	LIBRARY FUND	LIBRARY	6.19	
	ink cartridges	LIBRARY FUND	LIBRARY	74.55	
				<u>74.55</u>	
			TOTAL:	331.75	
RAMY TURF PRODUCTS	gault park grass seed	GENERAL FUND	PARKS	195.00	
				<u>195.00</u>	
			TOTAL:	195.00	
RDO EQUIPMENT CO.	#607 repair joystick	GENERAL FUND	STREETS	1,554.15	
				<u>1,554.15</u>	
			TOTAL:	1,554.15	
RED WING SHOE STORE	safety boots for j. powers	GENERAL FUND	STREETS	216.74	
	safety boots for knight	ENVIRON SERVICES F	ADMIN AND GENERAL	271.99	
				<u>271.99</u>	
			TOTAL:	488.73	
ROCHESTER MIDLAND CORPORATION	restroom supplies	LIBRARY FUND	LIBRARY	15.20	
	restroom supplies	COMMUNITY CENTER	COMMUNITY CENTER	60.81	
				<u>60.81</u>	
			TOTAL:	76.01	
TOM ROESSLER JR.	parts for training facilit	GENERAL FUND	FIRE	66.62	
				<u>66.62</u>	
			TOTAL:	66.62	
RYAN ELECTRIC OF ST PETER	ballast/ fixture repair	COMMUNITY CENTER	COMMUNITY CENTER	305.00	
	replace ballasts	COMMUNITY CENTER	COMMUNITY CENTER	267.50	
	photo eye change out	WATER	PURIFICATION AND TREAT	93.90	
				<u>93.90</u>	
			TOTAL:	666.40	
SEBCO BOOKS	new juvenile audio books	LIBRARY FUND	LIBRARY	152.94	
				<u>152.94</u>	
			TOTAL:	152.94	
SHERWIN-WILLIAMS	paint for room 211	COMMUNITY CENTER	COMMUNITY CENTER	326.01	
				<u>326.01</u>	
			TOTAL:	326.01	
SIMPLEX GRINNELL	annual sprinkler test/ ins	LIBRARY FUND	LIBRARY	558.60	
	4/01/16-03/31/21 5yr fire	WATER	PURIFICATION AND TREAT	1,042.00	
	4/01/16-03/31/21 5yr fire	WASTE WATER FUND	SOURCE/TREATMENT	2,447.00	
				<u>2,447.00</u>	
				TOTAL:	4,047.60

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SOUTH CENTRAL COLLEGE	first responder refresher	GENERAL FUND	POLICE	717.20
	emt refresher	GENERAL FUND	POLICE	<u>788.72</u>
	TOTAL:			1,505.92
SOUTHERN MN MUNICIPAL POWER AGENCY	smmpa purchased power	ELECTRIC FUND	POWER SUPPLY	<u>578,900.29</u>
	TOTAL:			578,900.29
ST PETER AREA CHAMBER OF COMMERCE	anniversary program chambe	GENERAL FUND	FINANCE	25.00
	anniversary program chambe	GENERAL FUND	POLICE	25.00
	anniversary program chambe	GENERAL FUND	BUILDING INSPECTOR	25.00
	anniversary program chambe	GENERAL FUND	STREETS	50.00
	anniversary program chambe	GENERAL FUND	PARKS	100.00
	anniversary program chambe	GENERAL FUND	PARKS	100.00
	anniversary program chambe	GENERAL FUND	PARKS	50.00
	anniversary program chambe	LIBRARY FUND	LIBRARY	25.00
	anniversary program chambe	ENVIRON SERVICES F	ADMIN AND GENERAL	50.00
	anniversary program chambe	STORMWATER FUND	ADMINISTRATION AND GEN	<u>50.00</u>
	TOTAL:			500.00
ST PETER HERALD	summer employment	GENERAL FUND	PUBLIC WORKS ADMIN	63.54
	gardner rd round-a-bout pr	GENERAL FUND	STREETS	90.20
	summer employment	GENERAL FUND	RECREATION/LEISURE SER	63.53
	summer employment	GENERAL FUND	SWIMMING POOL	63.53
	groundskeeper employment	GENERAL FUND	PARKS	73.20
	1yr renewal for subscripti	LIBRARY FUND	LIBRARY	88.40
	annexation of school/ park	PARK LAND DEDICATI	PARKS	<u>532.80</u>
	TOTAL:			975.20
STAPLES ADVANTAGE	flags, tab dividers, binde	GENERAL FUND	STREETS	34.17
	flags, tab dividers, binde	GENERAL FUND	PARKS	27.34
	flags, tab dividers, binde	WATER	ADMIN AND GENERAL	13.67
	flags, tab dividers, binde	WASTE WATER FUND	ADMIN AND GENERAL	13.67
	flags, tab dividers, binde	ENVIRON SERVICES F	ADMIN AND GENERAL	13.67
	flags, tab dividers, binde	ELECTRIC FUND	ADMIN AND GENERAL	<u>34.17</u>
	TOTAL:			136.69
STOREY KENWORTHY/MATT PARROT	paper for del/ oise notice	WATER	CUSTOMER ACCOUNTS	42.82
	paper for del/ oise notice	WASTE WATER FUND	CUSTOMER ACCOUNTS	42.82
	paper for del/ oise notice	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	42.81
	paper for del/ oise notice	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>42.82</u>
TOTAL:			171.27	
STREICHER'S	trt equipment	GENERAL FUND	POLICE	<u>385.93</u>
	TOTAL:			385.93
SUN UP CONSTRUCTION INC.	chain link fence	GENERAL FUND	PARKS	<u>1,269.00</u>
	TOTAL:			1,269.00
CURTIS THOMPSON	class a water license app/	WATER	ADMIN AND GENERAL	<u>55.00</u>
	TOTAL:			55.00
TIGERDIRECT.COM	additional screen for cad	GENERAL FUND	POLICE	207.13
	replacement usb hubs for p	GENERAL FUND	POLICE	41.96
	6 pc's for library	LIBRARY FUND	LIBRARY	3,377.08
	1 pc for ww foreman	WASTE WATER FUND	ADMIN AND GENERAL	<u>562.85</u>
	TOTAL:			4,189.02

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JANE TIMMERMAN	work boots (lead maintena	COMMUNITY CENTER	COMMUNITY CENTER	<u>111.99</u>
			TOTAL:	111.99
TRAVERSE DES SIOUX LIBRARY SYSTEM	reimbursement for replacem	LIBRARY FUND	LIBRARY	13.99
	1st half payment of 2016 c	LIBRARY FUND	LIBRARY	<u>11,551.97</u>
			TOTAL:	11,565.96
UTILITY CONSULTANTS, INC.	coliform	WATER	DISTRIBUTION AND STORA	<u>121.00</u>
			TOTAL:	121.00
VALLEY ENTERPRISES	garbage bags	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>402.00</u>
			TOTAL:	402.00
VENDPRINT, INC.	renewal for the vendprint/	LIBRARY FUND	LIBRARY	<u>772.00</u>
			TOTAL:	772.00
VERIZON WIRELESS	cell phone charges	GENERAL FUND	POLICE	341.90
	jet pack	GENERAL FUND	BUILDING INSPECTOR	70.06
	jet packs	GENERAL FUND	STREETS	8.75
	jet packs	GENERAL FUND	PARKS	7.00
	jet packs	WATER	ADMIN AND GENERAL	3.50
	jet packs	WATER	ADMIN AND GENERAL	35.01
	jet packs	WASTE WATER FUND	ADMIN AND GENERAL	3.50
	jet packs	ENVIRON SERVICES F	ADMIN AND GENERAL	3.51
	jet packs	ELECTRIC FUND	ADMIN AND GENERAL	<u>8.75</u>
			TOTAL:	481.98
VOSS LIGHTING	lightbulb	LIBRARY FUND	LIBRARY	155.40
	lightbulbs	COMMUNITY CENTER	COMMUNITY CENTER	<u>214.40</u>
			TOTAL:	369.80
WATER ENVIRONMENT FEDERATION	wef membership	WATER	ADMIN AND GENERAL	<u>158.00</u>
			TOTAL:	158.00
WESCO DISTRIBUTION INC	#378 1/0 15 kv wire	ELECTRIC FUND	NON-DEPARTMENTAL	26,972.99
	splice cleaner	ELECTRIC FUND	POWER DISTRIBUTION	<u>107.39</u>
			TOTAL:	27,080.38
WESTMAN FREIGHTLINER	#207 switch, horn, gasket	GENERAL FUND	STREETS	<u>819.71</u>
			TOTAL:	819.71
WIGEN COMPANIES, INC.	o'rings	WATER	PURIFICATION AND TREAT	<u>389.75</u>
			TOTAL:	389.75
ZABEL, BRIAN	class d water exam and cer	WASTE WATER FUND	ADMIN AND GENERAL	<u>55.00</u>
			TOTAL:	55.00
ZARNOTH BRUSH WORKS INC	#214/ #310a brooms	GENERAL FUND	STREETS	<u>5,483.50</u>
			TOTAL:	5,483.50
ZIEGLER INC	#812 bucket teeth	ELECTRIC FUND	POWER DISTRIBUTION	<u>134.50</u>
			TOTAL:	134.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
-----------------	-------------	------	------------	--------

===== FUND TOTALS =====

101	GENERAL FUND	50,304.89
211	LIBRARY FUND	20,057.65
213	PUBLIC ACCESS	725.20
217	COMMUNITY CENTER	4,233.82
230	REVOLVING LOAN FUND	97.52
260	FACADE RENOVATION - HIST	25,057.50
404	PARK LAND DEDICATION	1,792.80
460	HOUSING DISTRICT #20	73,040.04
601	WATER	32,912.96
602	WASTE WATER FUND	16,703.91
603	ENVIRON SERVICES FUND	40,133.32
604	ELECTRIC FUND	618,096.78
606	STORMWATER FUND	2,699.02
610	TRANSIT	9,360.36
820	RESTRICTED CONTRIBUTIONS	628.64

 GRAND TOTAL: 895,844.41

TOTAL PAGES: 15

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 –

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION APPROVING CONSENT AGENDA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

1. The following budgeted purchases in excess of \$7,500 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Fahrner Asphalt Sealers	Crack sealing not to exceed	\$37,400	General

2. The following license applications are approved subject to payment of the licensing fee and compliance with the City Code:

Tree Workers

Morsching's Tree Service	5/1/16 – 4/30/17
Tooltime's Handyman	5/1/16 – 4/30/17
CTS Construction & Tree Services	5/1/16 – 4/30/17
Wendroth Stump Removal	5/1/16 – 4/30/17
Perfection Landscaping and Patio	5/1/16 – 4/30/17

Temporary On Sale Liquor

St. Peter Ambassadors	Minnesota Square	6/11/16
-----------------------	------------------	---------

Temporary Soft Drink

St. Peter Ambassadors	Minnesota Square	6/11/16
-----------------------	------------------	---------

Temporary Show

St. Peter Ambassadors	Minnesota Square	6/11/16
-----------------------	------------------	---------

3. The following regular employee appointment is hereby approved at the wage indicated:

<u>NAME</u>	<u>POSITION</u>	<u>WAGE/HOUR</u>
Jason Malmanger	Groundskeeper	\$17.15/hour

4. The following seasonal employee appointments are hereby approved at the wages indicated:

<u>NAME</u>	<u>POSITION</u>	<u>\$ WAGE/HOUR</u>
Alexandra Rhodes	Coordinator/ Create A Camp	11.50
Nate Dopkins	Coordinator/Sports/Special Events	11.25
Lauren Jensen	Coordinator/Volunteer in the Park	11.25
Anna Weidner	Coordinator/VIP/Preschool	11.25
Blake Hardesty	Rec Leader	10.75

Samantha Ely	Rec Leader	10.50
Nick Zarn	Rec Leader	10.50
Molly Lout	Rec Leader	10.50
Wyatt Gillette	Rec Leader PT	10.25
Anna Ely	Rec Leader	10.25
Sara Ronnkvist	Rec Leader	10.25
Mitchel Harlow	Rec Leader	10.25
Benjamin Zarn	Rec Leader	10.25
Evan Skinner	Rec Leader PT	10.00
Alex Jensen	Rec Leader	10.00
RaeAnn Meyer	Rec Leader PT	10.00
Noah Hildebrandt	Rec Leader	10.00
Nathan Harlow	Rec Leader	10.00
Andrew Regner	Rec Leader	10.00
Austin Pinke	Rec Leader	10.00
Brent Chouanard	Head Lifeguard	11.50
Alex Willson	Head Lifeguard	11.25
Ingrid Karlsrud	Head Lifeguard	11.25
Brett Zallek	Head Lifeguard	11.00
Maggie Schroeder	WSI/Lifeguard	10.75
Hallie Douglas	WSI/Lifeguard	10.75
Janna Quick	WSI/Lifeguard	10.75
Calli Sizer	WSI/Lifeguard	10.75
Martha Stelter	WSI/Lifeguard	10.75
Megan Stenzel	WSI/Lifeguard	10.75
Maggie Conlon	WSI/Lifeguard	10.75
Maddie Harvey	WSI/Lifeguard	10.75
Kaylee Neubauer	WSI/Lifeguard	10.75
Noelle Neubauer	WSI/Lifeguard	10.75
Kaelan Weiss	WSI/Lifeguard	10.75
Alyssa Lokensgard	Lifeguard	10.00
Maggie Ringler	Lifeguard	10.00
Connor Prafke	Lifeguard	10.00
Maggie Lehtinen	Lifeguard	10.00
Kylie Wakefield	Lifeguard	9.75
Lillian Anderson	Lifeguard	9.75
Alex Chadwick	Lifeguard	9.75
Ryan Conlon	Lifeguard	9.75
Teagan Weiss	Lifeguard	9.75
Jordan Keeley	Lifeguard	9.50
Abigail Fitzpatrick	Lifeguard	9.50
Kawika Hashimoto	Lifeguard	9.50
Reegan Kelly	Lifeguard	9.50
Amelia Froelich	Cashier	7.75
Teagan Weiss	Cashier	7.75
Ken Ringler	Cashier	7.50
Bennet Madden	Cashier (substitute)	7.50
Bob Lutz	Public Works Laborer Parks	\$10.25
Nathan Kempenich	Public Works Laborer Parks	\$10.25
Nathaniel Molitor	Public Works Laborer Parks	\$9.75
Frank Dorzinsky	Public Works Laborer Parks	\$9.50

Francesca Lofaro	Public Works Laborer Parks	\$9.75
Nathan Enter	Public Works Laborer Enviro Services	\$9.75
Brandon Paul	Public Works Laborer Enviro Services	\$9.50
Sheldon Anderson	Public Works Laborer Streets	\$9.50
Mitchell Johnson	Public Works Laborer Streets	\$9.50
Colton Lusty	Public Works Laborer Streets	\$9.50
Richard Hurlburt	Public Works Laborer Stormwater	\$10.25
Robert Wendelschafer	Public Works Laborer Stormwater	\$10.25
Tyrell Galetka	Public Works Laborer Stormwater	\$10.00
Tom Tepley	Public Works Laborer Stormwater	\$9.50
Ken Krenik	Public Works Laborer Stormwater	\$9.50
Doug Kampen	Public Works Laborer Wastewater	\$10.25
James Vickery	Public Works Laborer Wastewater	\$10.25
Dane Lynch	Public Works Laborer Wastewater	\$9.75
Grant Germscheid	Public Works Laborer Water	\$10.00

5. The City's rain barrel program is continued for the period May 15, 2016 through July 15, 2016 as follows:
 - The rain barrels must be purchased from either Arrow Ace Hardware in Saint Peter or Traverse des Sioux Garden Center in Saint Peter.
 - Up to \$1,000 in rebates offered on a first-come/first-served basis.
 - Limited to two rebates per utility address
 - Rebate shall be \$25 for a barrel or \$10 for a barrel kit.
 - Rebate purchased must be from one of two selected type or with a sale price greater than \$80.
 - The rain barrels must be utilized within the corporate limits of Saint Peter.

6. The schedule of disbursements for April 7, 2016 through April 20, 2016 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



April 19, 2016

City of Saint Peter
 Attn: Todd Prafke, City Administrator
 Attn: Paula O'Connell, Finance Director
 227 South Front Street
 Saint Peter, MN 56082



RE: 2016A G.O. Tax Increment Bonds

Honorable Mayor, Councilmembers, Administrator Prafke, and Director O'Connell:

The City of Saint Peter has awarded a construction contract for the construction of public improvements in the Traverse Green Subdivision. The total project costs to be financed are estimated to be \$2,445,298 including costs associated with securing project financing.

Our recommendations for the structure and sale of bonds for the purpose of financing the estimated project costs include the following:

Project Cost:

The total project costs have been estimated as follows:

Construction, Engineering, Admin	\$2,328,220.00
Underwriting	\$33,670.00
Fiscal & Legal	\$31,500.00
Rating Agency	\$13,000.00
Capitalized Interest	\$38,908.00
TOTAL PROJECT COST:	\$2,445,298.00

The funding sources to be utilized to finance project costs are summarized below:

2016A G.O. TIF Bonds	\$2,405,000.00
Cash	38,908.00
Construction Fund Earnings	1,390.00
TOTAL FUNDING SOURCES:	\$2,445,298.00

Payment and Revenue Requirements:

It is anticipated that the City of Saint Peter will fund debt service payments from tax increments generated by the construction of new homes, lot sales, and if necessary property tax levy. Annual payments of approximately \$155,000 per year will be required to pay debt service on this bond issue as proposed. The rate of lot sales used in the attached analysis assumes that 10 single-family lots will be sold in the first year (2016), 14 single-family lots will be sold each year in 2017-2019, and the remaining 7 single-family lots will be sold in 2020. The schedule also assumes that a multi-family lot is sold in 2018 for \$80,000, and the second multi-family lot is sold in 2021 for \$100,000.

A flat payment structure for the bond issue has been used to assist the City in managing the peaks and valleys associated with the sale of property. A short call date has been incorporated to enable the City to prepay debt earlier in the event of brisk lot sales which will save significantly on interest expense.

\$2,405,000 G.O. Tax Increment Financing Bonds:

If the City of Saint Peter determines that it is appropriate to proceed with financing the project as proposed, David Drown Associates, Inc. recommends the issuance of General Obligation Tax Increment Financing Bonds utilizing the following terms:

- 22-year amortization of principal
- A call date of February 1, 2020 to assist in managing cash flows from lot sales.
- Sale of bonds utilizing a competitive sale procedure.
- We do recommend purchasing a bond rating from Standard & Poor's.

Schedule and Issuance:

The proposed schedule for the sale of this bond issue includes:

April 25, 2016	Initiate the competitive sale process
June 13, 2016	Receive bids on the purchase of bonds & award
June 29, 2016	Close on the sale of bonds (funds wired to the City)

A draft of the resolution initiating the competitive sale process is attached for your review and consideration. Please feel free to contact me in the interim if I can be of any assistance in answering questions regarding this information.

Sincerely



Shannon Sweeney, Associate
David Drown Associates, Inc.
shannon@daviddrown.com

\$2,405,000

General Obligation Tax Increment Financing Bonds, Series 2016A

Uses of Funds

Phase 1 Construction, Engineering & Contingency		2,328,220
Land Acquisition		-
Other Costs		-
Other Costs		-
Total Project Costs		2,328,220
Underwriter's Discount Allowance	1.4000%	33,670
Unused Underwriter's Discount Allowance		-
Fiscal Fee & TIF		21,500
Bond Counsel		8,000
Pay Agent/Registrar		750
Printing & Misc		1,250
Rating Agency		13,000
Capitalized Interest		38,908
Rounding surplus		-
		2,445,298

Sources of Funds

Bond Issue	2,405,000
Cash Contribution	38,908
Construction Fund Earnings	1,390
	2,445,298

Bond Details

Set Sale Date	4/25/2016
Sale Date	6/13/2016
Dated Date	6/29/2016
Closing Date	6/29/2016
1st Interest Payment	2/1/2017
Proceeds spent by:	7/1/2017
	<i>to Dated Date</i>
Purchase Price	2,371,330.00
Net Interest Cost	1,031,970.39
Net Effective Rate	3.2732%
Average Coupon	3.1664%
Yield	TBD
Weighted Avg Maturity	9.4840
Call Option	2/1/2020
Purchaser	Proposed for Competitive Sale
Bond Counsel	Briggs & Morgan
Pay Agent	Northland Trust
Tax Status	Tax Exempt, Bank Qualified
Continuing Disclosure	Full
Rebate	\$5 million Small Issuer Exemption
Statutory Authority	M.S. 469, 475

36

Payment Schedule & Cashflow

		Payment Schedule				
12-Month		Interest		Payment	plus 5%	
Period ending	Principal	Rate	Interest	Total	Coverage	
6/29/2016	-		-	-		
2/1/2017	-	0.60%	38,908	38,908	40,853	
2/1/2018	85,000	1.00%	66,070	151,070	158,624	
2/1/2019	90,000	1.15%	65,220	155,220	162,981	
2/1/2020	90,000	1.40%	64,185	154,185	161,894	
2/1/2021	90,000	1.55%	62,925	152,925	160,571	
2/1/2022	90,000	1.70%	61,530	151,530	159,107	
2/1/2023	95,000	1.85%	60,000	155,000	162,750	
2/1/2024	95,000	2.05%	58,243	153,243	160,905	
2/1/2025	95,000	2.20%	56,295	151,295	158,860	
2/1/2026	100,000	2.35%	54,205	154,205	161,915	
2/1/2027	100,000	2.45%	51,855	151,855	159,448	
2/1/2028	105,000	2.60%	49,405	154,405	162,125	
2/1/2029	105,000	2.75%	46,675	151,675	159,259	
2/1/2030	110,000	2.90%	43,788	153,788	161,477	
2/1/2031	115,000	3.05%	40,598	155,598	163,377	
2/1/2032	115,000	3.20%	37,090	152,090	159,695	
2/1/2033	120,000	3.30%	33,410	153,410	161,081	
2/1/2034	125,000	3.40%	29,450	154,450	162,173	
2/1/2035	130,000	3.50%	25,200	155,200	162,960	
2/1/2036	130,000	3.60%	20,650	150,650	158,183	
2/1/2037	135,000	3.70%	15,970	150,970	158,519	
2/1/2038	140,000	3.80%	10,975	150,975	158,524	
2/1/2039	145,000	3.90%	5,655	150,655	158,188	
	2,405,000		998,300	3,403,300	3,573,465	

Pledged Revenues				Account Balances	
Collection	Lot	TIF	Tax	Surplus	Account
Year	Sales	Reve	Levy	(deficit)	Balance
			Capitalized & accrued interest >		38,908
2016	255,915		-	215,062	253,970
2017	358,281	-	-	199,658	453,628
2018	438,281	14,426	-	289,727	743,355
2019	358,281	34,623	-	231,011	974,365
2020	179,141	54,820	-	73,390	1,047,755
2021	100,000	75,017	-	15,911	1,063,666
2022	-	85,116	-	(77,634)	986,031
2023	-	85,116	-	(75,789)	910,243
2024	-	85,116	-	(73,744)	836,499
2025	-	85,116	-	(76,800)	759,699
2026	-	85,116	-	(74,332)	685,367
2027	-	85,116	-	(77,010)	608,357
2028	-	85,116	-	(74,143)	534,214
2029	-	85,116	-	(76,361)	457,853
2030	-	85,116	-	(78,262)	379,592
2031	-	85,116	-	(74,579)	305,013
2032	-	85,116	-	(75,965)	229,048
2033	-	85,116	-	(77,057)	151,991
2034	-	85,116	-	(77,844)	74,147
2035	-	85,116	-	(73,067)	1,080
2036	-	85,116	72,323	(1,080)	-
2037	-	85,116	73,408	-	-
2038	-	85,116	73,072	-	-
2039	-	85,116	-	-	-
	1,689,900	1,625,855	218,803		-

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 - ____

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

**RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$2,405,000
GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 2016A**

WHEREAS, the City Council of the City of Saint Peter, Minnesota, has heretofore determined that it is necessary and expedient to issue the City's \$2,405,000 General Obligation Tax Increment Bonds, Series 2016A (the "Bonds"), to finance the cost of public improvements on and in the Traverse Green Subdivision which is located in TIF District # 1-20 within the City; and

WHEREAS, the City has retained David Drown Associates, in Minneapolis, Minnesota ("David Drown"), as its independent financial advisor for the Bonds; and

WHEREAS, the City Council wishes to have David Drown Associates administer the competitive negotiated sale of the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, MINNESOTA, THAT:

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.
2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.
3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.
4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT A

**City of Saint Peter, Minnesota
\$2,405,000
General Obligation Tax Increment Bonds, Series 2016A**

(BOOK ENTRY ONLY)

TERMS OF PROPOSAL

Proposals for the Bonds will be received on Monday, 13 June, 2016 at 11:00 a.m. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 7:00 P.M., Central Time, on that same date.

SUBMISSION OF PROPOSALS

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY®, in the manner described below, until 11:00 A.M., local time on June 13th, 2016. Bids may be submitted electronically via PARITY® pursuant to this Notice until 11:00 A.M., local time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY® conflict with this Notice, the terms of this Notice shall control. For further information about PARITY®, potential bidders may contact David Drown Associates, Inc. or PARITY® at (212) 806-8304.

Neither the City of Saint Peter nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

DETAILS OF THE BONDS

The Bonds will be dated June 29, 2016, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2017. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts as follows:

Year	Amount	Year	Amount	Year	Amount
	\$		\$		\$
2018	85,000	2026	100,000	2033	120,000

2019	90,000	2027	100,000	2034	125,000
2020	90,000	2028	105,000	2035	130,000
2021	90,000	2029	105,000	2036	130,000
2022	90,000	2030	110,000	2037	135,000
2023	95,000	2031	115,000	2038	140,000
2024	95,000	2032	115,000	2039	145,000
2025	95,000				

TERM BOND OPTION

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds; provided that no serial bond may mature on or after the first mandatory sinking fund redemption date of any term bond. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name Northland Trust Services, Inc., Minneapolis, MN, as registrar for the Bonds. Northland Trust shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2020 and on any day thereafter, to prepay Bonds due on or after February 1, 2021. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. The proceeds will be used to finance public improvements in the Traverse Green Subdivision which is located in TIF District 1 – 20 within the City.

TYPE OF PROPOSALS

Proposals shall be for not less than \$2,371,330.00 (98.6%) and accrued interest on the total principal amount of the Bonds. Proposals shall be accompanied by a Good Faith Deposit ("Deposit") in the form of a certified or cashier's check or a Financial Surety Bond in the amount of \$48,100 payable to the order of the City. If a check is used, it must accompany each proposal. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such a bond in the State of Minnesota, and pre-approved by the City. Such bond must be submitted to David Drown Associates, Inc. Incorporated prior to the opening of the proposals. The Financial Surety Bond must identify each underwriter whose Deposit is guaranteed by such Financial Surety Bond. If the Bonds are awarded to an underwriter using a Financial Surety Bond, then that purchaser is required to submit its Deposit to David Drown Associates, Inc. in the form of a certified or cashier's check or wire transfer as instructed by David Drown Associates, Inc. not later than 3:30 P.M., Central Time, on the next business day following the award. If such Deposit is not received by that time, the Financial Surety Bond may be drawn by the City to satisfy the Deposit requirement. The City will deposit the check of the purchaser, the amount of which will be deducted at settlement and no interest will accrue to the purchaser. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal which the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

FULL CONTINUING DISCLOSURE

On the date of the actual issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Undertaking where under the City will covenant to provide, or cause to be provided, annual financial and operating information, including audited financial statements of the City, and notices of certain material events, as specified in and required by SEC Rule 15c2-12(b)(5).

OFFICIAL STATEMENT

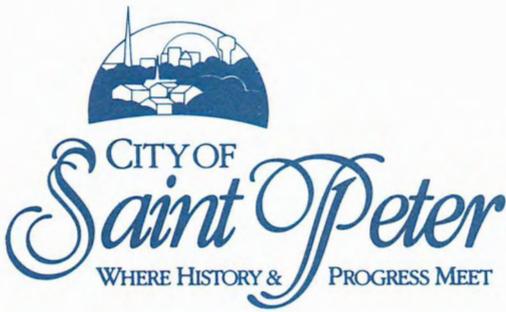
The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 90 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring

the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: 25 April, 2016

BY ORDER OF THE CITY COUNCIL
/s/ Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: April 21, 2016

FROM: Todd Prafke Paula O'Connell Pete Moulton
City Administrator Director of Finance Director of Public Works

RE: 2016 Electric Enterprise Fund Budget and Rate information

ACTION/RECOMMENDATION

Approve the 2016 Electric Fund budget and rates.

BACKGROUND

Please find below the issues staff has discussed and used for the planning and recommended implementation of the Electric Fund budget. We use the budget as a planning and measurement tool in the management of this fund and the operations that are supported by this enterprise or business type fund.

The 2016 proposed Electric Fund budget includes the same operational services we have provided in previous years. The Utility provides and maintains services to homes and businesses; maintains the electric generation plant; provides for street light installation and maintenance; provides for connection and disconnection of meters and location of City service lines; maintains appropriate load on transformers; installs new services in subdivisions; and installs distribution lines.

The 2016 proposed operating expenditures are \$340,207 above the 2015 budgeted costs. This fluctuation is greater than normal due to the 6% increase in purchased power cost imposed on February 1, 2016. This increase applies to all three parts of the cost of delivery of energy to our meter. Those three cost categories are monthly Transmission/kva/fuel adjustment, Demand, and Consumption (energy).

Capital purchases of \$502,000 are funded from electric reserves and are listed in the table below. Approval of the budget does not allow for the purchase of large items without additional City Council approval. Budgeted items over \$7,500 will be presented to the Council for final approval of purchase, as per the purchase policy.

Design Substation/Transmission: Design work and engineering to complete improvements to the Main Substation identified as a Phase 2 task of the Electric Utility System Master Plan Update dated July 2007.	\$ 70,000
Includes splitting the project into two separate years 2017/2018	

Engineering Cost \$50,000 in 2016 and \$50,000 in 2017	
Electric System Mapping Upgrades – development of spatially correct detail and operating maps for the electric distribution system using the latest geo-reference imagery as a background. In addition to having up-to-date maps and imagery with geographically corrected equipment locations, this project would also allow for the GIS-compatible files of the electric system map elements to be created for insertion into an existing GIS model, or the creation of a new GIS model.	
Distributed Generation Study	\$ 7,000
Replacement Transformer - Front St. Substation	\$ 50,000
Traverse Rd to Edgerton service	\$ 30,000
GAC primary changes to new chiller/heating plants	\$ 30,000
Continued project to replace 1970's underground (2-blocks)	\$ 10,000
Direct Read Meter Program (Eaton/Cooper)	\$ 78,000
Traditionaire Streetlight Replacements (Move to LED lighting)	\$ 15,000
Broadway Avenue Street Lights	\$ 48,000
Gardner Road Street Lights	\$ 18,000
Jefferson Avenue Street Lights	\$ 12,000
Traverse Road Street Lights	\$ 18,000
City Park Internal Lighting	\$ 60,000
Unit 66 - 3/4 ton 4X4 Extended Cab and Tool Box	\$ 38,000
Generation Plant Corrections	\$ 18,000

Bonded capital projects are similar to projects planned for in your other utilities. \$433,000 of lighting and services will be installed at the new high school, City park and Traverse Green. Another \$100,000 will be used to make electrical improvements when Gustavus Adolphus makes improvements to Nobel Hall. This bond issue will be repaid by revenues of the Electric Utility, except for the \$133,000 for Traverse Green, which will be repaid using tax increment financing.

Additional information:

- Southern Minnesota Municipal Power Agency (SMMPA) is suggesting that the members will see another increase in the cost of our total bill for 2017 and 2018, in the amounts of 6% and 5% respectively. This likely means that any rate increase now will be a portion of what we will need to have by 2018.
- The current Conservation Improvement Program (CIP) requirements are part of the Next Generation Energy Act that was passed into law in 2007. The energy savings requirement is 1.5% of the Utility's 3-year average kilowatt hour (kwh) sales from four years previous. The spending requirement is 1.5% of the utility's gross operating revenue (GOR) from two years previous. The low-income spending requirement is 0.2% of the residential gross operating revenue from two years previous.

The 2016 requirements will be based on:

- 2012-14 average sales for the 1.5% energy savings goal

- 2014 total GOR for the 1.5% spending requirement
- 2014 residential GOR to calculate the % Low Income spending

The penalties are applied if a utility cannot or chooses not to try to achieve their savings and spending requirements. If a utility fails to meet the requirements, the State can come in and implement CIP programs for the utility. The State can also delay or not approve utility requests for new generation resources until the CIP requirements are met. SMMPA works with fifteen SMMPA members to jointly conduct the CIP programs to meet the State requirements.

- The load control rebate is proposed to remain at \$4.00/month credit. This credit is given to our load control customers for five months of the year. Load control helps reduce peak demand by cycling air conditioning units. In the past, we have discussed the removal of this credit due to changes in eligibility for the Conservation Incentive Program (CIP). Currently our load control credit is 100% eligible towards the CIP. We pay out about \$38,000 for this program. Remember that this is part of our CIP requirement, so eliminating the program means you will need to spend it on conservation efforts elsewhere. Therefore, a change in this does not help the budget.
- It should be noted that fuel for the Broadway Generation Plant (power production) is reimbursed by SMMPA. City staff exercises the generation plant monthly and, in addition, SMMPA calls on the City to operate the plant as necessary during peak electrical usage on the transmission system. It is an “in and out”, meaning it has no net impact to the overall budget. Once the agreement with SMMPA to operate the generation plant expires, the City will have the ability to operate it as necessary. The original contract ends in 2022; however SMMPA will have the option to extend for another five year period.
- The Electric Fund transfers 6.5% of sales to the General Fund (\$672,466 is allocated to transfer to the General Fund in 2016). This percentage has been in place for a number of years and is based on \$10,345,630 in total 2016 estimated sales. If a reduction in rates is a goal, it is important to remember that lower overall revenues means less transfer to the General Fund. If the transfer changes significantly in any year, the General Fund levy would need to be adjusted to make up for those dollars to keep our overall plan in balance. One of the ideas we have looked at is the option to cap transfers from the Utility Funds to the General Fund at the 2015 General Fund budgeted amount on raw dollars which is different than the transfer of 6.5% regardless of the amount. This idea was used in 2015, which means that the utility will retain \$64,682 and the actual percent of transfer at 5.8% of sales. This slight change in philosophy retains funding for the utility while meeting the General Fund budget plan and goals. The 2016 General Fund budget is the same value of \$1,000,000. If this philosophy is acceptable at the end of 2016, the Electric Fund is projected to increase its fund balance by \$82,190.
- Purchased power costs equate to 84% of your total operating expenses. This means that much of your costs are not within your control.

Current Debt issues: \$1,111,535 Principal and Interest (P & I)

- ✓ Electric Revenue Bond – 2004D
2016 Debt Service \$173,485; remaining P & I debt \$0;
Final payment 2016

- ✓ Electric Revenue Refunding Bond – 20015A (Generation Plant)
2016 Debt Service \$349,770; remaining P & I debt \$3,791,660;
Final payment 2027
- ✓ Electric Revenue Refunding Bond – 2006C
2016 Debt Service \$187,600; remaining P & I debt \$369,300;
Final payment 2018
- ✓ Taxable Revenue Bond – 2010C (Substation and Transmission)
2016 Debt Service \$392,350; remaining P & I debt \$5,512,346;
Final payment 2031

Rates - The last rate increase took place in June 2014 for large commercial and industrial customers and in January 2011 there was an consumption increase for all customers. Below is a history of the last five rate increases.

<u>Electric rate history</u>		<u>Residential Rate</u>
June 2014	large commercial and Industrial (\$.0024)	.1123
January 2011	4%	.1123
August 2010	4%	.1079
2008	6.5%	.1038
2006	22% and base increase \$1.45	.0956
2005	base charge increased \$1.75	
1995		.0783

Current residential rates are \$9.95 base charge, \$3.00 transmission charge and \$.1123 per kilowatt hour charge. All changes prior to June 2014 were made across all rate or user classifications.

To cover the additional cost of purchased power effective February 1, 2016 from SMMPA we discussed options at your last workshop. The additional 2016 income, cuts or transfers necessary to cover the 6% rate increase from all of SMMPA's charges, is \$395,331. This figure is based on the 2015 kilowatt hour and demand history.

Rate Change Options

Option 1: This option is based on the idea that a user group should pay the appropriate share of cost increase for the total kwhs used by that group. By breaking out the kwh usage into your current largest rate classes or groups we have calculated the corresponding percent and the proposed rate increase to consumption only.

Residential	29% of total kwh sold	3.82%
Small commercial	3% of total kwh sold	3.60%
Large commercial	37% of total kwh sold	5.98%
Industrial	31% of total kwh sold	6.69%

The reason these percentages do not equal 6% is based on the math. The rates you charge cover not just consumption but also distribution and other costs. The idea is that the residential customer rate will cover 29% of the SMMPA increase, which means the rate will need to increase by 3.82% to cover the cost increases. Again, maybe most importantly it applies all of the SMMPA cost increases to the consumption portion of you rate structure.

The down side to this option is that if kwh use lowers, there may not be enough revenue to cover the increased cost of demand and transmission.

Option 2: This option is based on the consumption percentages by the groups listed above, but allows us to increase base charges, demand, and the consumptions to equate to a similar allocation of the necessary increase of \$395,331. This is different than option one in that it applies the increases to all charges based on the percent necessary when looking at the kwhs sold to each group or rate class.

This chart demonstrates the low and high customers of each group and what the change from Option 2 would be.

RES 1	current monthly	after Increase	DIFF
LOW	\$ 25.89	\$ 26.83	\$ 0.94
HIGH	\$ 327.07	\$ 338.95	\$ 11.88
SM COMM 3 4 41			
LOW	\$ 29.30	\$ 30.35	\$ 1.05
HIGH	\$ 392.82	\$ 406.86	\$ 14.04
LG COMM 5 6 17			
LOW	\$ 58.15	\$ 60.76	\$ 2.61
HIGH	\$ 11,487.20	\$ 12,002.25	\$ 515.05
INDUSTRIAL 7			
LOW	\$ 14,455.10	\$ 15,130.46	\$ 675.36
HIGH	\$ 93,120.52	\$ 97,471.25	\$ 4,350.73

This chart demonstrates the comparison of purchased category costs from SMMPA verses billed categories to our customers.

TOTAL REVENUE COMPARISONS	Monthly transmi/kva/fuel adjmts	Base charge	Demand Charge	Consumption \$ charge
SMMPA INC	\$ 643,223.22	0	\$ 2,243,187.00	\$ 4,645,329.95
CITY REV Opt#2	\$ 289,120.91	\$ 554,229.19	\$ 1,786,035.23	\$ 7,868,432.51

This table is important in that it shows how you pay for the energy and its delivery vs. how we charge our customers for it.

Option 3: We could also propose that the increase be doubled to allow for a full year of collections. With the timing of a rate increase for May 1st, we are limited to 6 months of additional revenue.

The proposed rate increase uses a combination of these options in that we allocate the necessary \$395,331 to consumption percentages, changes are made to all categories of costs

billed to our customers, and the use of reserves. Based on the income generated from a rate increase effective May 1, 2016 (\$210,700), the use of reserves would be \$184,631.

The change in electric rates are below. The removal of rate E-5 for Security lighting is also being proposed as this service no longer exists.

ELECTRIC RATE SCHEDULE

	<u>Current</u>	<u>Effective May 2016</u>
RATE NO. E-1 – RESIDENTIAL		
Criteria:		
Available in the City of Saint Peter service area to any residential customer used primarily for domestic purposes only, where single phase electric service is used through one meter.		
Customer Charge:	\$9.95/month	\$10.75/month
Transmission Charge	\$3.00/month	\$3.24/month
Energy Charge:		
All Kilowatt hours per month	\$0.1123/KWH	0.1154/KWH
Demand Charge	None	
RATE NO. E-2 – UNCONTROLLED ELECTRIC WATER HEATING SERVICE – CLOSED TO NEW CUSTOMERS)		
Criteria:		
Available in the City of Saint Peter to any water heating installation currently supplied through a separate electric meter. No new water heating installation will be served under this rate.		
Customer Charge:	\$6.60/month	\$7.13/month
Energy Charge:		
For all kilowatt hours each month	\$0.0996/KWH	\$0.1023/KWH
Demand Charge	None	
<u>RATE NO. E-3A – SMALL COMMERCIAL</u>		
Criteria:		
Available in the City of Saint Peter service area to any nonresidential customer for single or three phase service supplied through one meter. A nonresidential customer will remain in this rate category until electrical use exceeds 2,500 KWH for four consecutive months. During the fifth month a demand meter will be installed. Effective the fifth month, Rate No. E-3B will become the basis for electrical charges.		
Customer Charge:	\$12.25/month	\$13.23/month

Transmission Charge	\$5.70/month	\$6.16/month
Energy Charge:		
For all kilowatt hours per month	\$0.1225/KWH	\$0.1256/KWH
Demand Charge:	None	

RATE NO. E-3B – LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for single or three phase service supplied through one meter. Customers in this category typically use more than 2,500 KWH's per month but the metered peak demand is less than 400 KW. Those customers having 400 KW or more of peak demand for four consecutive months will, for the fifth month and thereafter, be billed according to Rate No. E-4. If customers in this rate class do not exceed 2,500 KWH's for 12 consecutive months, for the 13th month and thereafter the customer will be billed according to Rate No. E-3A.

Customer Charge:	\$12.25/month	\$12.74/month
Transmission Charge	\$32.07/month	\$33.35/month
Energy Charge:		
For all kilowatt hours per month	\$0.0755/KWH	\$0.0785/KWH
Demand Charge:		
Peak demand for the month	\$9.00/KW	\$9.54/KW

RATE NO. E-4 – INDUSTRIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential (commercial, industrial or institutional) customers as single business establishments when all service hereunder is provided through one meter at a single point of delivery. Service will be rendered at the utility system standard secondary voltage, single or three phase, or at primary voltage designated by the utility system as the service voltage available in the area for the size of the load to be served. For secondary and primary voltage customers, all primary distribution wire, equipment and transformers shall be owned and maintained by the electric utility.

Customer Charge:		
For all connected kilovolt-ampere (KVA) load per month	\$0.15/KVA	
Transmission Charge	\$1,588.74/month	\$1,652.29/month
Energy Charge:		
For all kilowatt hours per month	\$0.0597/KWH	\$0.0621/KWH
Demand Charge:		
Peak demand for the month	\$14.25/KW	\$15.11/KW

RATE NO. E-5 – SECURITY LIGHTING – removed as this service is no longer available

Criteria:

Available in the City of Saint Peter service area to any customer for illumination of areas. City shall own, operate and maintain the lighting unit including the fixture (100 watt high pressure sodium), lamp ballast, photoelectric control, mounting brackets and all necessary wiring. City shall furnish all electric energy required for operation of the unit. The light shall be installed on an existing pole. If a special pole must be installed the customer shall pay the cost of installation of the pole and removal of the pole upon the termination of the service. If the security light is removed within 12 months of installation there will be a charge of \$40.00

Customer Charge:	\$ 9.50/month
Energy Charge:	Included in the customer charge.
Demand Charge:	None

RATE NO. - LOAD CONTROL REBATE

Criteria:

Available in the City of Saint Peter service area to any residential unit customer used primarily for domestic purposes only or to any nonresidential customer who meets the qualifications for Rate No. E-3A or E-3B, where electric service is used through one meter and the customer's central or direct wired air conditioner and/or electric water heater is controlled by the utility load management system through a load control unit. The load control unit will be provided and installed by the utility.

Air conditioner control -effective for consumption during the five month period of May through September	\$4.00/month
Water Heater control-effective for the entire year	\$2.00/month

RATE NO. E-3AH – TRIAL ELECTRIC HEATING –LARGE COMMERCIAL (CLOSED TO NEW CUSTOMERS)

Criteria:

Available in the City of Saint Peter service area to customers who are qualified for Rate No. E-3A and who have full requirements for electric heating. (Established in 2009)

Customer Charge:	\$12.25/month	\$12.74/month
Transmission Charge	\$32.07/month	\$33.35/month
Energy Charge:		
For all kilowatt hours per month	\$0.0520/KWH	\$0.0541/KWH
Demand Charge:		
Peak demand for the month	\$9.00/KW	\$9.54/KW

RATE NO. E-3BH – ELECTRIC HEATING – LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to customers who are qualified for Rate No. E-3B and who have full requirements for electric heating. The sum of all customers'

loads in this class will be limited to a total of 600 KW demand, subject to periodic review and adjustment for changing utility load profile.

Customer Charge:	\$12.25/month	\$12.74/month
Transmission Charge	\$32.07/month	\$33.35/month
Energy Charge:		
For all kilowatt hours per month	\$0.0755/KWH	\$0.0785/KWH
Demand Charge:		
Peak demand for the month (May through September)	\$9.00/KW	\$9.54/KW
Peak demand for the month (October through April)	\$4.50/KW	\$4.77/KW

RATE NO. E-23A – INTERRUPTIBLE SMALL COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for service supplied through one meter. This rate is for customers taking service concurrently under Rate No. E-3A. This rate is for interruptible service to interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours on any day during utility system peak periods as established by the utility. The total of customers' loads permitted in all interruptible rate classes will be limited to 1,500 KW, subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit.

Customer Charge:	\$12.25/month	\$13.23/month
Transmission Charge	\$5.70/month	\$6.16/month
Energy Charge:		
For all kilowatt hours per month for base load	\$0.1225/KWH	\$0.1256/KWH
For all kilowatt hours per month for interruptible load	\$0.0916/KWH	\$0.0939/KWH
Demand Charge:	None	

RATE NO. E-23B – INTERRUPTIBLE LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for service supplied through one meter. This rate is for customers taking service concurrently under Rate No. E-3B. This rate is for interruptible service to interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours per any day during utility system peak periods as established by the utility. The total of customers' loads permitted in all interruptible rate classes will be limited to 1,500 KW,

subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit.

Customer Charge:	\$12.25/month	\$12.74/month
Transmission Charge	\$32.07/month	\$33.35/month
Energy Charge:		
For all kilowatt hours per month	\$0.0623/KWH	\$0.0648/KWH
Demand Charge:		
Peak demand for the base load for the month	\$9.00/KW	\$9.54/KW
Peak demand for the interruptible load for the month	\$4.50/KW	\$4.77/KW

RATE NO. E-24 – INTERRUPTIBLE INDUSTRIAL (Coincident Summer Billing)

Criteria:

Available in the City of Saint Peter service area to any nonresidential customers as a single business establishment when all service hereunder is provided through meters at a single point of delivery. Customers may begin using this rate on June first of each year for a twelve month period, renewable annually:

This rate is for customers taking service concurrently under Rate No. E-4. This rate is for interruptible service to specific interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours on any day during utility system peak periods as established by the utility. The total of customers' loads permitted in this rate class will be limited to 1,500 KW, subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit. Failure of the customer to provide the identified load interruption for the utility's annual billing peak hour (coincident with SMMPA's demand peak) will be cause for the customer to revert to the Rate Number E-4, Industrial, beginning in the month of failure and effective through June first of the following year.

Customer Charge:		
For all connected kilovolt-ampere (KVA) load per month	\$0.15/KVA	
Transmission Charge	\$786.38/month	\$817.84/month
Energy Charge:		
For all kilowatt hours per month	\$0.0597/KWH	\$0.0621/KWH
Demand Charge:		
Summer rate (during the months of June, July, August, and September) Customer's billable demand for the month (peak demand metered during the period of the utility's monthly coincident demand peak)	\$14.25/KW	\$15.11/KW

Winter rate (during the months of January, February, March, April, May, October, November, and December) Peak demand for the base load for the month (customer's peak demand for the month less the identified interrupted electric load which occurred during the utility's pervious annual coincident demand peak

\$14.25/KW	\$15.11/KW
------------	-------------------

Monthly charge each month for the identified interruptible load which was removed from the system during the utility's annual coincident demand hour.

\$7.25/KW	\$7.69/KW
-----------	------------------

Other considerations: One of our goals is to moderate our overall negative financial trend line including our net income before capital expenses. As you review the budget spreadsheet information, you will see we have had improvements in 2014 and 2015 years. While capital improvements come and go our level of debt remains relatively steady. It is not prudent or a best practice to allow an operational negative trend line to continue.

Capital improvements can be thought of in a number of different ways. Changing the timing of those can impact our cash position, but they do not impact operational cost which is currently the biggest concern. Capital improvements could be considered a cost to system, but they also become an asset to system. While one could argue improvements can make our system too good or "gold plated" as was mentioned in the past, we see them falling into three primary categories:

- Those that are really repairs, exemplified by changing our 1970's wire that has had a recent and increasing history of faults; and
- Expansion of system to new areas which usually supports additional tax base and utility revenues; and
- Lastly, those that improve redundancy and therefore enhance service levels. Your system does have very low outage numbers compared to any utility in our area. You could make choices to not improve redundancy therefore lowering your service levels. The challenge here is that once you do that, it is very difficult and potentially expensive to regain that reliability and service standard. The drop from current standard happens pretty quickly and the push back up is likely to take a longer period of time and more resources.

We continue to hover in a rate range that is higher than average in Minnesota, but we have seen increases in rates for other utilities including Investor Owned Utilities (IOUs) and Coop models.

You have continued to invest in improved redundancy, dramatically reducing outages and meeting mandates. Those investments have had an impact on our overall budget and rate needs. We continue to plan for improvements with the Front Street Substation in 2017.

To help the Council explore other ideas we have come up with a list of opportunities that you might wish to review. These are meant to spur your thinking and while not all are viable, anything is possible. They are:

- Push a number of projects back. That would help your cash position, but does not work to solve your operational deficit which we believe to be the major reason a rate change may be

needed in 2016.

- Change your overall rate structure. This could be done in a number of ways. Some ideas for this could be seasonal rates, changes in specific classification rates in any way you want or relative to class consumption; or change in base vs. consumption rates. As you can see, there are almost any number of ways to do it. This is good to think about, but it is generally a shifting of costs from one group to another and overall does not solve the current issue which is not related directly to debt, but rather operational costs. This may be more appealing and better informed once the study is completed by DGR engineering.
- More resources from other funds or cost to other funds. There are many different and logical ways to do this. Consideration of smaller transfers to the General Fund may likewise mean an increase to our annual tax levy. A decrease in the transfer of \$100,000 and a corresponding increase of \$100,000 to our tax levy would mean that a \$250,000 valued home would pay an additional \$52.37 in taxes, based on the 2016 valuation. This issue is not just a numbers or money issue; rather it is a philosophical issue related to how we derive revenues from both property tax payers and the large number of non-property tax payers within our community. Some of these changes will impact who pays for what. Without an increase to the tax levy there would have to be cuts made to services or additional use of reserves over the short term. If you want an additional exploration of this we would be happy to outline impacts. Just let us know.
- An outside the box idea may be to sell your system or cede decisions to someone else like a utility commission appointed by the Council. Selling would take a lot of thinking. Selling gets you away from the need to make any decisions about rates, service or use. We don't know that this gets you a better rate nor does the cash you develop likely cover the value generated to other funds. We don't know if there is even a buyer. It certainly solves your operational deficit issue as it would no longer be your operation. Many communities have utility commissions, but managing your system through another group or a board has a ton of implications and organizational reconfiguration issues that, frankly, don't seem to be an overall benefit. Again, these are pretty far outside the box and we could do some work on this idea, but likely you would need hire a consultant to do a full evaluation to really figure this one out. We wouldn't recommend it.

FISCAL IMPACT:

Based on the proposed budget, we anticipate that our unrestricted cash position will decrease from a projected \$965,540 at the end of 2015, to an estimate of \$682,576 at the end of 2016. The expenditures (without capital) for 2016 are \$11,168,530; which puts the reserve at 6.1% of the current year budget.

This budget anticipates using \$501,000 of reserves to fund capital purchases. This budget includes place holders for Front Street Substation improvements and for the replacement of a major transformer. This allows us to plan ahead, but frankly, we do not yet know when or exactly to what extent activity will take place.

The approval of the Electric budget (including capital) in the amount of \$12,203,530 will give Staff a working plan. The actual purchase or initiation of large projects and funding sources for any large projects or purchases over \$7,500 will be presented individually to the City Council for authorization.

The 2016 projected unrestricted reserve of \$682,576 does not meet our targeted amount of \$1,200,000. The reserve target has been set based on a risk analysis and projections in an effort to cover emergency repairs and to make capital purchases as you see planned via use of cash when possible.

Our goal for your discussion is to organize this complicated issue in this order:

- Review planned expenses and capital plan. (If expenses or capital plans change that will change our target number from the \$395,000 discussed above.)
- Discuss the use of reserves or use of other financial resources to determine how to make up any shortfall.
- Discussion how any increase or decreases in needed funds will be applied to the various rate groups or classes.

ALTERNATIVES/VARIATIONS:

Do not act. Staff will wait for additional direction. There is no law that requires an approved budget. However, it is important to planning and measurements of operation to have the discussion and understanding of the costs and revenues. A budget represents that effort to our auditors.

Negative vote. Staff will wait for additional direction from the Council.

Modification of the resolution. This is always an option of the Council.

Please feel free to contact us if you have any questions or concerns on this agenda item.

TP/PO/PM

ST PETER ELECTRIC UTILITY
 INCOME STATEMENT on 2016 Budget

INCOME

Power Sales		
Residential	\$3,690,254	
Other	\$6,655,376	\$10,345,630
Other Income		\$684,508
Total Income		\$11,030,138

EXPENSE

Power Expense		
Purchased Power	\$7,564,589	
Other Power Expense	\$231,010	\$7,795,599
Other Expense		
Distribution Expense	\$616,240	
Administrative Expense	\$437,324	
Customer Expense	\$137,696	
Interest Expense	\$313,205	
Depreciation Expense	\$942,000	
Transfers of Cash and Utilities to other funds	\$926,466	\$3,372,931
Total Expense		\$11,168,530
Revenue Exceeds Expense		(\$138,392)

ELECTRIC FUND			IND/COMM RATE INCREASE 6/2014					2016
Electric Revenues			2012	2013	2014	2015	2015	2016
			Actual	Actual	Actual	Budget	Projected	Proposed
								Budget
604	37410	Residential Electric Sales	3,667,411	3,661,278	3,606,059	3,601,765	3,582,771	3,690,254
604	37415	less: Load Management Credit	(35,228)	(35,111)	(35,226)	(35,160)	(35,232)	(35,200)
604	37416	less: Load Mgmt Credit-Sm Comm	(931)	(822)	(933)	(930)	(936)	(934)
604	37417	less: Load Mgmt Credit-Lg Comm	(2,320)	(1,028)	(2,316)	(2,310)	(2,310)	(2,310)
604	37419	Water Heating	1,056	992	1,035	966	931	950
604	37420	Small Commercial Electric	296,398	320,274	319,589	317,113	324,913	331,541
604	37421	Large Commercial Electric	2,924,586	2,967,949	3,010,466	3,038,209	3,062,681	3,138,942
604	37422	Large Commercial Electric Heat Sales	42,623	45,039	45,413	46,336	43,808	44,899
604	37423	Industrial Electric Sales	1,770,897	1,994,009	2,045,896	2,048,782	2,060,247	2,113,401
604	37424	Economic Development Incentive	0	0	0	0	0	0
604	37425	Large Commercial Peak Alert	0	0	0	0	0	0
604	37426	Large Commercial Interruptible	19,556	32,810	33,393	33,707	34,269	35,122
604	37427	Industrial Interruptible	111,008	107,904	112,570	110,906	113,073	115,990
604	37430	Streetlights	97,110	90,690	88,219	90,019	103,874	105,993
604	37431	Security Lights	0	0	0	0	0	0
604	37432	Sirens	288	288	264	288	288	288
604	37435	Customer Generation	(251)	(2,285)	(3,638)	(4,000)	(2,763)	(4,000)
604	37440	Non Utility City - Small	5,407	5,349	4,827	5,223	4,919	5,019
604	37441	Inter City - Small	3,513	5,215	5,745	6,074	2,900	2,959
604	37442	Non Utility City - Large	50,289	54,284	55,517	55,199	49,617	50,852
604	37443	Inter City - Large	42,755	48,168	50,900	49,315	45,696	46,834
604	37444	Non-Utility - Large Comm./Interruptible	112,855	113,595	118,952	117,285	123,378	126,450
604	37445	Inter-City - Large Comm./Interruptible	124,356	127,000	134,589	130,672	128,661	131,865
604	37446	Non-Utility Lg. Comm./Elec. Heat	5,926	5,970	6,160	6,100	6,425	6,585
604	37447	Inter-City - Industrial	314,051	190,077	190,035	192,952	186,360	191,168
604	37448	Renewable Energy/Wind Power	185	200	293	278	277	278
604	37449	Inter City Lg. Industrial Interruptible	229,636	239,004	237,205	242,477	242,429	248,684
		Sub-Total: Electric Sales	9,781,176	9,970,849	10,025,014	10,051,266	10,076,276	10,345,630
604	36220	Pole Rentals	0	0	0	0	0	0
604	37450	Connection Fees	100	0	0	0	0	0
604	37455	Electric Access Charge	11,500	27,000	13,500	12,000	7,468	12,000
604	37460	Penalty Revenues	66,706	65,508	64,893	65,000	70,698	65,000
604	37470	Miscellaneous	247,176	145,348	146,899	125,000	145,861	75,000
604	36250	Refund & Reimbursements	0	0	0	0	(46)	0
		Sub-Total: Other Operating Rev.	325,482	237,856	225,292	202,000	223,981	152,000
604	33422	Other State Grants	1,408	1,408	1,408	1,408	1,408	1,408
604	36101	Special Assessments	0	0	0	0	0	0
604	36112	Loan Interest Earned	5,218	3,936	2,558	4,000	1,849	1,100
604	36210	Interest Earned	30,503	20,553	16,951	25,000	17,911	16,000
604	39101	Sale of Fixed Assets	2,345	11,923	0	0	94	0
604	39200	Transfers from other Funds	0	0	0	0	0	0
604	37471	smmpa reimbursement for gen fuel	209,932	71,116	90,817	82,000	41,891	82,000
604	37480	Excess Equity Dividend	0	0	0	0	0	0
604	37484	SMMPA Generation Contract	432,000	432,000	432,000	432,000	432,000	432,000
		Sub-Total: Non-Operating Revenues	681,406	540,936	543,734	544,408	495,153	532,508
		TOTAL OPERATING REVENUES	10,106,658	10,208,705	10,250,306	10,253,266	10,300,257	10,497,630
		TOTAL REVENUES	10,788,064	10,749,641	10,794,040	10,797,674	10,795,410	11,030,138

			Electric Expenditures					2016	
			2012	2013	2014	2015	2015	2016	
			Actual	Actual	Actual	Budget	Projected	Proposed Budget	
			Power Production						
604	49550	100	Wages	12,316	14,767	17,007	12,553	6,901	12,960
604	49550	102	Overtime	1,845	1,591	6,581	373	625	385
604	49550	121	PERA	1,020	1,184	1,704	969	559	1,001
604	49550	122	FICA	853	973	1,427	801	447	827
604	49550	126	Medicare	200	228	334	187	105	194
604	49550	131	Health Insurance	3,112	2,791	4,382	2,603	1,481	2,653
604	49550	132	Dental Insurance	159	346	192	175	87	187
604	49550	133	Life Insurance	6	6	7	5	2	4
604	49550	151	Worker's Compensation	325	313	357	516	415	559
604	49550	210	Operating Supplies	1,880	298	263	0	75	0
604	49550	211	Motor Fuels	209,965	71,116	90,931	82,000	41,891	82,000
604	49550	220	Repair and Maintenance Supplies	0	0	0	0	43	0
604	49550	300	Professional Services	3,170	7,542	1,316	10,000	0	10,000
604	49550	360	Insurance	28,338	32,426	31,732	31,740	23,126	31,740
604	49550	380	Utilities	34,978	37,777	40,522	38,000	37,008	38,000
604	49550	401	Repair & Maint. - Buildings	102	1,032	60	500	195	500
604	49550	404	Repair & Maint. - Equipment	59,582	56,799	52,423	50,000	31,743	50,000
604	49550	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Production	357,851	229,189	249,238	230,422	144,703	231,010
			Power Supply						
604	49560	381	Purchased Power (paid to SMMPA)	7,357,680	7,276,105	7,163,849	7,276,200	7,136,405	7,564,589
			Sub-Total: Power Supply	7,357,680	7,276,105	7,163,849	7,276,200	7,136,405	7,564,589
			Power Distribution System						
604	49570	100	Wages	213,197	247,657	216,474	303,683	310,113	313,236
604	49570	102	Overtime	24,249	13,726	15,045	8,735	9,076	9,018
604	49570	121	PERA	22,046	21,786	22,378	23,431	23,613	24,169
604	49570	122	FICA	18,593	18,303	18,800	19,370	19,250	19,980
604	49570	126	Medicare	4,348	4,281	4,397	4,530	4,502	4,673
604	49570	131	Health Insurance	49,515	52,622	51,022	57,345	53,594	58,432
604	49570	132	Dental Insurance	3,787	4,148	3,218	4,211	3,318	4,493
604	49570	133	Life Insurance	105	112	111	115	106	104
604	49570	151	Worker's Compensation	7,826	7,500	8,647	12,473	10,033	13,510
604	49570	210	Operating Supplies	38,498	25,610	19,775	25,000	28,354	25,000
604	49570	211	Motor Fuels	11,215	10,670	10,567	11,000	7,631	11,000
604	49570	220	Repair and Maintenance Supplies	325	517	278	500	0	500
604	49570	300	Professional Services	13,524	7,345	4,585	8,000	29,197	26,000
604	49570	310	Contractual Labor	0	0	0	0	0	0
604	49570	360	Insurance	10,232	15,146	13,222	13,225	12,190	13,225
604	49570	380	Utilities	10,841	11,324	11,442	11,000	9,534	11,000
604	49570	401	Repair & Maint. - Buildings	0	750	0	400	0	400
604	49570	402	Repair & Maint. - Substations	2,780	139	444	4,000	6,907	4,000
604	49570	404	Repair & Maint. - Equipment	10,082	10,360	4,815	7,500	11,462	7,500
604	49570	405	Repair & Maint. - Underground Lines	19,203	51,208	9,795	25,000	6,130	25,000
604	49570	406	Repair & Maint. - Overhead Lines	0	0	0	0	0	0
604	49570	407	Repair & Maint. - Meters	2,468	907	3,992	10,000	3,538	10,000
604	49570	408	Repair & Maint. - Transformers	871	(5,312)	1,450	2,000	1,536	2,000
604	49570	409	Repair & Maint. - Streetlights	23,754	27,564	1,024	15,000	7,068	15,000
604	49570	410	Repair & Maint. - SCADA & Load Mgt.	23,672	16,425	12,649	18,000	10,134	16,000
604	49570	415	Equipment Rental	2,406	0	3,275	2,000	0	2,000
604	49570	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Distribution	513,537	542,788	437,405	586,518	567,286	616,240

			2012	2013	2014	2015	2015	2016	
			Actual	Actual	Actual	Budget	Projected	Proposed	
			Administrative and General						Budget
604	49580	100	Wages	189,578	191,881	197,251	201,357	224,969	214,163
604	49580	102	Overtime	732	930	885	1,079	840	1,114
604	49580	112	Car Allowance	2,160	1,215	900	0	900	900
604	49580	121	PERA	13,662	13,687	13,673	15,142	14,957	16,105
604	49580	122	FICA	11,099	11,125	11,287	12,551	11,982	13,347
604	49580	126	Medicare	2,596	2,602	2,640	2,935	2,802	3,122
604	49580	131	Health Insurance	47,854	49,203	42,699	46,976	43,688	54,161
604	49580	132	Dental Insurance	4,393	3,662	3,728	3,091	3,609	3,298
604	49580	133	Life Insurance	76	82	81	85	74	77
604	49580	151	Worker's Compensation	1,920	1,825	1,927	2,601	2,092	2,197
604	49580	200	Office Supplies	7,693	6,226	5,107	5,700	3,939	5,700
604	49580	205	Misc. Employee Expenses	13,351	12,780	13,877	15,000	19,243	15,000
604	49580	210	Operating Supplies	726	756	443	1,000	2,108	2,500
604	49580	211	Motor Fuels	0	0	463	0	0	0
604	49580	220	Repair & Maint. Supplies	7,121	2,603	3,406	3,000	2,950	3,000
604	49580	300	Professional Services	15,756	10,986	17,734	20,000	64,349	20,000
604	49580	310	Contract Labor	0	0	0	0	0	0
604	49580	321	Telephone	4,066	3,852	4,208	4,300	4,454	4,300
604	49580	322	Postage	134	185	170	200	228	225
604	49580	331	Travel & Training	23,734	22,432	16,046	18,000	17,416	20,000
604	49580	340	Advertising	0	0	7	0	0	0
604	49580	351	Legal Notices & Publications	0	0	0	100	59	100
604	49580	354	Printing & Binding	0	0	0	0	11	15
604	49580	360	Insurance	12,806	5,016	5,472	5,475	5,546	6,000
604	49580	380	Utilities	7,082	8,235	9,533	9,000	8,089	9,000
604	49580	401	Repair & Maint. - Buildings	2,857	3,529	3,208	4,000	1,079	4,000
604	49580	404	Repair & Maint. - Equipment	5,854	9,264	9,386	9,000	3,651	9,000
604	49580	430	Miscellaneous	0	0	0	0	0	0
604	49580	433	Dues and Subscriptions	25,986	27,420	29,988	30,000	28,336	30,000
			Sub-Total: Administration	401,236	389,496	394,119	410,592	467,371	437,324
			Customer Accounts						
604	49585	100	Wages	80,687	66,770	66,367	73,288	68,248	74,299
604	49585	102	Overtime	979	29	0	1,934	184	1,951
604	49585	121	PERA	4,782	4,740	4,695	5,642	5,012	5,719
604	49585	122	FICA	4,047	3,870	3,784	4,664	3,963	4,728
604	49585	126	Medicare	946	905	885	1,091	927	1,106
604	49585	131	Health Insurance	18,817	21,072	22,717	25,213	17,990	18,000
604	49585	132	Dental Insurance	966	1,427	1,350	1,053	1,308	1,123
604	49585	133	Life Insurance	27	30	29	29	26	26
604	49585	151	Worker's Compensation	398	378	355	556	447	594
604	49585	200	Office Supplies	1,433	1,845	726	1,200	1,072	1,200
604	49585	205	Misc. Employee Expenses	0	0	0	0	0	0
604	49585	211	Motor Fuels	407	650	589	600	406	600
604	49585	300	Professional Services	2,822	2,851	2,945	3,000	3,699	3,400
604	49585	322	Postage	5,262	5,354	5,480	5,500	5,594	5,500
604	49585	331	Travel & Training	0	13	407	50	0	50
604	49585	354	Printing & Binding	3,737	3,109	3,546	3,000	3,445	3,300
604	49585	360	Insurance	552	1,376	1,656	1,700	1,100	1,700
604	49585	404	Repair & Maint. - Equipment	1,772	3,291	3,432	4,000	3,748	4,000
604	49585	430	Miscellaneous	116	235	117	400	120	400
604	49585	433	Dues and Subscriptions	0	0	0	0	0	0
604	49585	904	Bad Debt Expense	40,523	11,717	7,859	10,000	8,206	10,000
			Sub-Total: Customer Accounts	168,273	129,662	126,939	142,920	125,495	137,696
			Operating Expenses	8,798,577	8,567,240	8,371,550	8,646,652	8,441,260	8,986,859
			Operating Income (loss):	1,308,081	1,641,465	1,878,756	1,606,614	1,858,997	1,510,771
			Depreciation						
604	49970	420	Depreciation	839,876	920,162	918,843	850,000	941,941	942,000
			Interest Payments						
604	49980	611	Bond Interest Payments	474,241	446,361	417,552	391,535	374,759	313,205
			Transfers						
604	49990	720	Operating Transfer - Cash to General	669,647	676,343	681,743	653,332	590,276	672,466
604	49990	722	Contributed Utility Services	254,818	253,957	242,339	254,000	251,637	254,000
			Sub-Total: Transfers & Contributions	924,465	930,300	924,082	907,332	841,913	926,466
			Other Expenditures	2,238,582	2,296,823	2,260,477	2,148,867	2,158,613	2,181,671
			NET INCOME (Loss):	(249,095)	(114,422)	162,013	2,155	195,537	(138,392)

								Capital - Distribution System				
604	48410	100	Wages	68,682	43,989	69,070	0	0	0			
604	48410	300	Professional/Engineering Services	38,221	36,939	28,184	70,000	73,710	77,000			
604	48410	510	Land Acquisition	0	0	0	0	0	0			
604	48410	520	Building/Structural Improvements	431,310	(22,684)	(22,684)	37,000	0	50,000			
604	48410	532	Utility Infrastructure	246,888	184,877	386,331	621,808	636,864	590,000			
604	48410	540	Heavy Machinery	0	0	0	0	0	0			
604	48410	550	Motor Vehicles	0	0	0	0	0	0			
604	48410	580	Other Equipment	0	244,777	0	6,000	5,266	58,000			
				785,101	487,898	460,901	734,808	715,840	775,000			
								Capital - General Plant				
604	48420	520	Building/Structural Improvements	0	0	0	0	0	0			
604	48420	536	Streetlights	74,345	8,058	27,627	109,200	35,989	204,000			
604	48420	540	Heavy Machinery	0	0	0	0	0	0			
604	48420	550	Motor Vehicles	0	5,451	0	0	11,567	38,000			
604	48420	580	Other Equipment	14,040	8,463	0	18,000	7,972	18,000			
				88,385	21,972	27,627	127,200	55,528	260,000			
								Bond Principal Payments				
				Principal Payments on Bonds	525,000	725,000	755,000	720,000	720,000	790,000		
								ELECTRIC FUND				
								Statement of Sources and Applications of Cash				
										2016		
										Proposed		
								Actual		Budget		
								2012		2015		
								Actual		Projected		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		
								2015		2016		
								Budget		Proposed		
								2016		Budget		
								Actual		Proposed		
								2012		2013		
								Actual		Actual		
								2013		2014		
								Actual		Actual		
								2014		2015		
								Actual		Budget		

ELECTRIC FUND			IND/COMM RATE INCREASE 6/2014					2016
Electric Revenues			2012	2013	2014	2015	2015	Proposed
			Actual	Actual	Actual	Budget	Projected	Budget
604	37410	Residential Electric Sales	3,667,411	3,661,278	3,606,059	3,601,765	3,582,771	3,690,254
604	37415	less: Load Management Credit	(35,228)	(35,111)	(35,226)	(35,160)	(35,232)	(35,200)
604	37416	less: Load Mgmt Credit-Sm Comm	(931)	(822)	(933)	(930)	(936)	(934)
604	37417	less: Load Mgmt Credit-Lg Comm	(2,320)	(1,028)	(2,316)	(2,310)	(2,310)	(2,310)
604	37419	Water Heating	1,056	992	1,035	966	931	950
604	37420	Small Commercial Electric	296,398	320,274	319,589	317,113	324,913	331,541
604	37421	Large Commercial Electric	2,924,586	2,967,949	3,010,466	3,038,209	3,062,681	3,138,942
604	37422	Large Commercial Electric Heat Sales	42,623	45,039	45,413	46,336	43,808	44,899
604	37423	Industrial Electric Sales	1,770,897	1,994,009	2,045,896	2,048,782	2,060,247	2,113,401
		projected increases in revenue	0	0	0	0	0	0
604	37425	Large Commercial Peak Alert	0	0	0	0	0	0
604	37426	Large Commercial Interruptible	19,556	32,810	33,393	33,707	34,269	35,122
604	37427	Industrial Interruptible	111,008	107,904	112,570	110,906	113,073	115,990
604	37430	Streetlights	97,110	90,690	88,219	90,019	103,874	105,993
604	37431	Security Lights	0	0	0	0	0	0
604	37432	Sirens	288	288	264	288	288	288
604	37435	Customer Generation	(251)	(2,285)	(3,638)	(4,000)	(2,763)	(4,000)
604	37440	Non Utility City - Small	5,407	5,349	4,827	5,223	4,919	5,019
604	37441	Inter City - Small	3,513	5,215	5,745	6,074	2,900	2,959
604	37442	Non Utility City - Large	50,289	54,284	55,517	55,199	49,617	50,852
604	37443	Inter City - Large	42,755	48,168	50,900	49,315	45,696	46,834
604	37444	Non-Utility- Large Comm./Interruptible	112,855	113,595	118,952	117,285	123,378	126,450
604	37445	Inter-City - Large Comm./Interruptible	124,356	127,000	134,589	130,672	128,661	131,865
604	37446	Non-Utility Lg. Comm./Elec. Heat	5,926	5,970	6,160	6,100	6,425	6,585
604	37447	Inter-City - Industrial	314,051	190,077	190,035	192,952	186,360	191,168
604	37448	Renewable Energy/Wind Power	185	200	293	278	277	278
604	37449	Inter City Lg. Industrial Interruptible	229,636	239,004	237,205	242,477	242,429	248,684
		Sub-Total: Electric Sales	9,781,176	9,970,849	10,025,014	10,051,266	10,076,276	10,345,630
604	36220	Pole Rentals	0	0	0	0	0	0
604	37450	Connection Fees	100	0	0	0	0	0
604	37455	Electric Access Charge	11,500	27,000	13,500	12,000	7,468	12,000
604	37460	Penalty Revenues	66,706	65,508	64,893	65,000	70,698	65,000
604	37470	Miscellaneous	247,176	145,348	146,899	125,000	145,861	75,000
604	36250	Refund & Reimbursements	0	0	0	0	(46)	0
		Sub-Total: Other Operating Rev.	325,482	237,856	225,292	202,000	223,981	152,000
604	33422	Other State Grants	1,408	1,408	1,408	1,408	1,408	1,408
604	36101	Special Assessments	0	0	0	0	0	0
604	36112	Loan Interest Earned	5,218	3,936	2,558	4,000	1,849	1,100
604	36210	Interest Earned	30,503	20,553	16,951	25,000	17,911	16,000
604	39101	Sale of Fixed Assets	2,345	11,923	0	0	94	0
604	39200	Transfers from other Funds	0	0	0	0	0	0
604	37471	smmpa reimbursement for gen fuel	209,932	71,116	90,817	82,000	41,891	82,000
604	37480	Excess Equity Dividend	0	0	0	0	0	0
604	37484	SMMPA Generation Contract	432,000	432,000	432,000	432,000	432,000	432,000
		Sub-Total: Non-Operating Revenues	681,406	540,936	543,734	544,408	495,153	532,508
		TOTAL OPERATING REVENUES	10,106,658	10,208,705	10,250,306	10,253,266	10,300,257	10,497,630
		TOTAL REVENUES	10,788,064	10,749,641	10,794,040	10,797,674	10,795,410	11,030,138

			Electric Expenditures					2016	
			2012	2013	2014	2015	2015	2016	
			Actual	Actual	Actual	Budget	Projected	Proposed Budget	
			Power Production						
604	49550	100	Wages	12,316	14,767	17,007	12,553	6,901	12,960
604	49550	102	Overtime	1,845	1,591	6,581	373	625	385
604	49550	121	PERA	1,020	1,184	1,704	969	559	1,001
604	49550	122	FICA	853	973	1,427	801	447	827
604	49550	126	Medicare	200	228	334	187	105	194
604	49550	131	Health Insurance	3,112	2,791	4,382	2,603	1,481	2,653
604	49550	132	Dental Insurance	159	346	192	175	87	187
604	49550	133	Life Insurance	6	6	7	5	2	4
604	49550	151	Worker's Compensation	325	313	357	516	415	559
604	49550	210	Operating Supplies	1,880	298	263	0	75	0
604	49550	211	Motor Fuels	209,965	71,116	90,931	82,000	41,891	82,000
604	49550	220	Repair and Maintenance Supplies	0	0	0	0	43	0
604	49550	300	Professional Services	3,170	7,542	1,316	10,000	0	10,000
604	49550	360	Insurance	28,338	32,426	31,732	31,740	23,126	31,740
604	49550	380	Utilities	34,978	37,777	40,522	38,000	37,008	38,000
604	49550	401	Repair & Maint. - Buildings	102	1,032	60	500	195	500
604	49550	404	Repair & Maint. - Equipment	59,582	56,799	52,423	50,000	31,743	50,000
604	49550	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Production	357,851	229,189	249,238	230,422	144,703	231,010
			Power Supply						
604	49560	381	Purchased Power (paid to SMMPA)	7,357,680	7,276,105	7,163,849	7,276,200	7,136,405	7,564,589
			Sub-Total: Power Supply	7,357,680	7,276,105	7,163,849	7,276,200	7,136,405	7,564,589
			Power Distribution System						
604	49570	100	Wages	213,197	247,657	216,474	303,683	310,113	313,236
604	49570	102	Overtime	24,249	13,726	15,045	8,735	9,076	9,018
604	49570	121	PERA	22,046	21,786	22,378	23,431	23,613	24,169
604	49570	122	FICA	18,593	18,303	18,800	19,370	19,250	19,980
604	49570	126	Medicare	4,348	4,281	4,397	4,530	4,502	4,673
604	49570	131	Health Insurance	49,515	52,622	51,022	57,345	53,594	58,432
604	49570	132	Dental Insurance	3,787	4,148	3,218	4,211	3,318	4,493
604	49570	133	Life Insurance	105	112	111	115	106	104
604	49570	151	Worker's Compensation	7,826	7,500	8,647	12,473	10,033	13,510
604	49570	210	Operating Supplies	38,498	25,610	19,775	25,000	28,354	25,000
604	49570	211	Motor Fuels	11,215	10,670	10,567	11,000	7,631	11,000
604	49570	220	Repair and Maintenance Supplies	325	517	278	500	0	500
604	49570	300	Professional Services	13,524	7,345	4,585	8,000	29,197	26,000
604	49570	310	Contractual Labor	0	0	0	0	0	0
604	49570	360	Insurance	10,232	15,146	13,222	13,225	12,190	13,225
604	49570	380	Utilities	10,841	11,324	11,442	11,000	9,534	11,000
604	49570	401	Repair & Maint. - Buildings	0	750	0	400	0	400
604	49570	402	Repair & Maint. - Substations	2,780	139	444	4,000	6,907	4,000
604	49570	404	Repair & Maint. - Equipment	10,082	10,360	4,815	7,500	11,462	7,500
604	49570	405	Repair & Maint. - Underground Lines	19,203	51,208	9,795	25,000	6,130	25,000
604	49570	406	Repair & Maint. - Overhead Lines	0	0	0	0	0	0
604	49570	407	Repair & Maint. - Meters	2,468	907	3,992	10,000	3,538	10,000
604	49570	408	Repair & Maint. - Transformers	871	(5,312)	1,450	2,000	1,536	2,000
604	49570	409	Repair & Maint. - Streetlights	23,754	27,564	1,024	15,000	7,068	15,000
604	49570	410	Repair & Maint. - SCADA & Load Mgt.	23,672	16,425	12,649	18,000	10,134	16,000
604	49570	415	Equipment Rental	2,406	0	3,275	2,000	0	2,000
604	49570	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Distribution	513,537	542,788	437,405	586,518	567,286	616,240

			2012	2013	2014	2015	2015	2016	
			Actual	Actual	Actual	Budget	Projected	Proposed	
			Administrative and General						Budget
604	49580	100	Wages	189,578	191,881	197,251	201,357	224,969	214,163
604	49580	102	Overtime	732	930	885	1,079	840	1,114
604	49580	112	Car Allowance	2,160	1,215	900	0	900	900
604	49580	121	PERA	13,662	13,687	13,673	15,142	14,957	16,105
604	49580	122	FICA	11,099	11,125	11,287	12,551	11,982	13,347
604	49580	126	Medicare	2,596	2,602	2,640	2,935	2,802	3,122
604	49580	131	Health Insurance	47,854	49,203	42,699	46,976	43,688	54,161
604	49580	132	Dental Insurance	4,393	3,662	3,728	3,091	3,609	3,298
604	49580	133	Life Insurance	76	82	81	85	74	77
604	49580	151	Worker's Compensation	1,920	1,825	1,927	2,601	2,092	2,197
604	49580	200	Office Supplies	7,693	6,226	5,107	5,700	3,939	5,700
604	49580	205	Misc. Employee Expenses	13,351	12,780	13,877	15,000	19,243	15,000
604	49580	210	Operating Supplies	726	756	443	1,000	2,108	2,500
604	49580	211	Motor Fuels	0	0	463	0	0	0
604	49580	220	Repair & Maint. Supplies	7,121	2,603	3,406	3,000	2,950	3,000
604	49580	300	Professional Services	15,756	10,986	17,734	20,000	64,349	20,000
604	49580	310	Contract Labor	0	0	0	0	0	0
604	49580	321	Telephone	4,066	3,852	4,208	4,300	4,454	4,300
604	49580	322	Postage	134	185	170	200	228	225
604	49580	331	Travel & Training	23,734	22,432	16,046	18,000	17,416	20,000
604	49580	340	Advertising	0	0	7	0	0	0
604	49580	351	Legal Notices & Publications	0	0	0	100	59	100
604	49580	354	Printing & Binding	0	0	0	0	11	15
604	49580	360	Insurance	12,806	5,016	5,472	5,475	5,546	6,000
604	49580	380	Utilities	7,082	8,235	9,533	9,000	8,089	9,000
604	49580	401	Repair & Maint. - Buildings	2,857	3,529	3,208	4,000	1,079	4,000
604	49580	404	Repair & Maint. - Equipment	5,854	9,264	9,386	9,000	3,651	9,000
604	49580	430	Miscellaneous	0	0	0	0	0	0
604	49580	433	Dues and Subscriptions	25,986	27,420	29,988	30,000	28,336	30,000
			Sub-Total: Administration	401,236	389,496	394,119	410,592	467,371	437,324
			Customer Accounts						
604	49585	100	Wages	80,687	66,770	66,367	73,288	68,248	74,299
604	49585	102	Overtime	979	29	0	1,934	184	1,951
604	49585	121	PERA	4,782	4,740	4,695	5,642	5,012	5,719
604	49585	122	FICA	4,047	3,870	3,784	4,664	3,963	4,728
604	49585	126	Medicare	946	905	885	1,091	927	1,106
604	49585	131	Health Insurance	18,817	21,072	22,717	25,213	17,990	18,000
604	49585	132	Dental Insurance	966	1,427	1,350	1,053	1,308	1,123
604	49585	133	Life Insurance	27	30	29	29	26	26
604	49585	151	Worker's Compensation	398	378	355	556	447	594
604	49585	200	Office Supplies	1,433	1,845	726	1,200	1,072	1,200
604	49585	205	Misc. Employee Expenses	0	0	0	0	0	0
604	49585	211	Motor Fuels	407	650	589	600	406	600
604	49585	300	Professional Services	2,822	2,851	2,945	3,000	3,699	3,400
604	49585	322	Postage	5,262	5,354	5,480	5,500	5,594	5,500
604	49585	331	Travel & Training	0	13	407	50	0	50
604	49585	354	Printing & Binding	3,737	3,109	3,546	3,000	3,445	3,300
604	49585	360	Insurance	552	1,376	1,656	1,700	1,100	1,700
604	49585	404	Repair & Maint. - Equipment	1,772	3,291	3,432	4,000	3,748	4,000
604	49585	430	Miscellaneous	116	235	117	400	120	400
604	49585	433	Dues and Subscriptions	0	0	0	0	0	0
604	49585	904	Bad Debt Expense	40,523	11,717	7,859	10,000	8,206	10,000
			Sub-Total: Customer Accounts	168,273	129,662	126,939	142,920	125,495	137,696
			Operating Expenses	8,798,577	8,567,240	8,371,550	8,646,652	8,441,260	8,986,859
			Operating Income (loss):	1,308,081	1,641,465	1,878,756	1,606,614	1,858,997	1,510,771
			Depreciation						
604	49970	420	Depreciation	839,876	920,162	918,843	850,000	941,941	942,000
			Interest Payments						
604	49980	611	Bond Interest Payments	474,241	446,361	417,552	391,535	374,759	313,205
			Transfers						
604	49990	720	Operating Transfer - Cash to General	669,647	676,343	681,743	653,332	590,276	672,466
604	49990	722	Contributed Utility Services	254,818	253,957	242,339	254,000	251,637	254,000
			Sub-Total: Transfers & Contributions	924,465	930,300	924,082	907,332	841,913	926,466
			Other Expenditures	2,238,582	2,296,823	2,260,477	2,148,867	2,158,613	2,181,671
			NET INCOME (Loss):	(249,095)	(114,422)	162,013	2,155	195,537	(138,392)

Capital - Distribution System									
604	48410	100	Wages	68,682	43,989	69,070	0	0	0
604	48410	300	Professional/Engineering Services	38,221	36,939	28,184	70,000	73,710	77,000
604	48410	510	Land Acquisition	0	0	0	0	0	0
604	48410	520	Building/Structural Improvements	431,310	(22,684)	(22,684)	37,000	0	50,000
604	48410	532	Utility Infrastructure	246,888	184,877	386,331	621,808	636,864	590,000
604	48410	540	Heavy Machinery	0	0	0	0	0	0
604	48410	550	Motor Vehicles	0	0	0	0	0	0
604	48410	580	Other Equipment	0	244,777	0	6,000	5,266	58,000
				785,101	487,898	460,901	734,808	715,840	775,000
Capital - General Plant									
604	48420	520	Building/Structural Improvements	0	0	0	0	0	0
604	48420	536	Streetlights	74,345	8,058	27,627	109,200	35,989	204,000
604	48420	540	Heavy Machinery	0	0	0	0	0	0
604	48420	550	Motor Vehicles	0	5,451	0	0	11,567	38,000
604	48420	580	Other Equipment	14,040	8,463	0	18,000	7,972	18,000
				88,385	21,972	27,627	127,200	55,528	260,000
Bond Principal Payments									
			Principal Payments on Bonds	525,000	725,000	755,000	720,000	720,000	790,000
ELECTRIC FUND									
Statement of Sources and Applications of Cash									
				2012	2013	2014	2015	2015	2016
				Actual	Actual	Actual	Budget	Projected	Proposed
									Budget
Sources of Cash:									
			Net Income (loss)	(\$249,095)	(\$114,422)	\$162,013	\$2,155	\$195,537	(\$138,392)
			Add depreciation	839,876	920,162	918,843	850,000	941,941	942,000
			Total	590,781	805,740	1,080,856	852,155	1,137,478	803,608
Application of cash:									
			Purchase of fixed assets	(873,486)	(509,870)	(488,528)	(862,008)	(771,368)	(1,035,000)
			Change in assets and liabilities	257,532	(11,786)	(177,989)	0	296,386	60,000
			Proceeds received	0	0	0	0	95,000	533,000
			Principal payments of long-term debt	(525,000)	(725,000)	(755,000)	(720,000)	(720,000)	(790,000)
			Capital contributed by other sources	0	0	0	0	0	0
			Total	(1,140,954)	(1,246,656)	(1,421,517)	(1,582,008)	(1,099,982)	(1,232,000)
			Net increase (decrease) in cash	(550,173)	(440,916)	(340,661)	(729,853)	37,496	(428,392)
			Cash - January 1	3,321,222	2,771,049	2,330,133	1,989,472	1,989,472	2,026,968
			Required Bond Reserve	\$1,061,428	\$1,061,428	\$1,061,428	\$1,061,428	\$1,061,428	\$916,000
			Unrestricted Cash - December 31	\$1,709,621	\$1,268,705	\$928,044	\$198,191	\$965,540	\$682,576
			% of next year operations						
			% of same year operations unrestricted	15.5%	11.7%	8.7%	1.8%	9.1%	6.1%

		ELECTRIC FUND						
		Electric Revenues						
		2017	2018	2019	2020	2021	2022	
		PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
		Budget	Budget	Budget	Budget	Budget	Budget	
604	37410	Residential Electric Sales	3,708,705	3,727,249	3,745,885	3,764,615	3,783,438	3,802,355
604	37415	less: Load Management Credit	(35,200)	(35,200)	(35,200)	(35,200)	(35,200)	(35,200)
604	37416	less: Load Mgmt Credit-Sm Comm	(934)	(934)	(934)	(934)	(934)	(934)
604	37417	less: Load Mgmt Credit-Lg Comm	(2,310)	(2,310)	(2,310)	(2,310)	(2,310)	(2,310)
604	37419	Water Heating	954	959	964	969	973	978
604	37420	Small Commercial Electric	333,199	334,865	336,539	338,222	339,913	341,613
604	37421	Large Commercial Electric	3,154,636	3,170,410	3,186,262	3,202,193	3,218,204	3,234,295
604	37422	Large Commercial Electric Heat Sales	45,123	45,349	45,576	45,804	46,033	46,263
604	37423	Industrial Electric Sales	2,123,968	2,134,588	2,145,261	2,155,987	2,166,767	2,177,601
		projected increases in revenue	843,060	1,093,060	1,093,060	1,093,060	1,093,060	1,093,060
604	37425	Large Commercial Peak Alert	0	0	0	0	0	0
604	37426	Large Commercial Interruptible	35,298	35,474	35,652	35,830	36,009	36,189
604	37427	Industrial Interruptible	116,570	117,153	117,739	118,328	118,919	119,514
604	37430	Streetlights	106,523	107,056	107,591	108,129	108,669	109,213
604	37431	Security Lights	0	0	0	0	0	0
604	37432	Sirens	288	288	288	288	288	288
604	37435	Customer Generation	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
604	37440	Non Utility City - Small	5,044	5,070	5,095	5,120	5,146	5,172
604	37441	Inter City - Small	2,974	2,989	3,004	3,019	3,034	3,049
604	37442	Non Utility City - Large	51,107	51,362	51,619	51,877	52,137	52,397
604	37443	Inter City - Large	47,068	47,303	47,540	47,778	48,016	48,257
604	37444	Non-Utility- Large Comm./Interruptible	127,082	127,718	128,356	128,998	129,643	130,291
604	37445	Inter-City - Large Comm./Interruptible	132,524	133,187	133,853	134,522	135,194	135,870
604	37446	Non-Utility Lg. Comm./Elec. Heat	6,618	6,651	6,684	6,718	6,751	6,785
604	37447	Inter-City - Industrial	192,124	193,085	194,050	195,020	195,995	196,975
604	37448	Renewable Energy/Wind Power	278	278	278	278	278	278
604	37449	Inter City Lg. Industrial Interruptible	249,927	251,177	252,433	253,695	254,963	256,238
		Sub-Total: Electric Sales	11,240,628	11,542,826	11,595,284	11,648,004	11,700,988	11,754,237
604	36220	Pole Rentals	0	0	0	0	0	0
604	37450	Connection Fees	0	0	0	0	0	0
604	37455	Electric Access Charge	5,000	5,000	5,000	5,000	5,000	5,000
604	37460	Penalty Revenues	66,300	67,626	68,979	70,358	71,765	73,201
604	37470	Miscellaneous	75,000	75,000	75,000	75,000	75,000	75,000
604	36250	Refund & Reimbursements	0	0	0	0	0	0
		Sub-Total: Other Operating Rev.	146,300	147,626	148,979	150,358	151,765	153,201
604	33422	Other State Grants	1,408	1,408	1,408	1,408	1,408	1,408
604	36101	Special Assessments	0	0	0	0	0	0
604	36112	Loan Interest Earned	0	0	0	0	0	0
604	36210	Interest Earned	16,000	16,000	16,000	16,000	16,000	16,000
604	39101	Sale of Fixed Assets	0	0	0	0	0	0
604	39200	Transfers from other Funds	0	0	0	0	0	0
604	37471	smmpa reimbursement for gen fuel	83,640	85,313	87,019	88,759	90,535	92,345
604	37480	Excess Equity Dividend	0	0	0	0	0	0
604	37484	SMMPA Generation Contract	432,000	432,000	432,000	432,000	432,000	432,000
		Sub-Total: Non-Operating Revenues	533,048	534,721	536,427	538,167	539,943	541,753
		TOTAL OPERATING REVENUES	11,386,928	11,690,452	11,744,262	11,798,362	11,852,754	11,907,438
		TOTAL REVENUES	11,919,976	12,225,172	12,280,689	12,336,530	12,392,696	12,449,191

			Electric Expenditures						
			2017	2018	2019	2020	2021	2022	
			PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
			Budget	Budget	Budget	Budget	Budget	Budget	
			Power Production						
604	49550	100	Wages	13,219	13,484	13,753	14,028	14,309	14,595
604	49550	102	Overtime	393	401	409	417	425	434
604	49550	121	PERA	1,021	1,041	1,062	1,084	1,105	1,127
604	49550	122	FICA	844	860	878	895	913	931
604	49550	126	Medicare	198	202	206	210	214	218
604	49550	131	Health Insurance	2,706	2,760	2,815	2,872	2,929	2,988
604	49550	132	Dental Insurance	191	195	198	202	206	211
604	49550	133	Life Insurance	4	4	4	4	4	5
604	49550	151	Worker's Compensation	570	582	593	605	617	630
604	49550	210	Operating Supplies	0	0	0	0	0	0
604	49550	211	Motor Fuels	83,640	85,313	87,019	88,759	90,535	92,345
604	49550	220	Repair and Maintenance Supplies	0	0	0	0	0	0
604	49550	300	Professional Services	10,200	10,404	10,612	10,824	11,041	11,262
604	49550	360	Insurance	32,375	33,022	33,683	34,356	35,044	35,744
604	49550	380	Utilities	38,760	39,535	40,326	41,132	41,955	42,794
604	49550	401	Repair & Maint. - Buildings	510	520	531	541	552	563
604	49550	404	Repair & Maint. - Equipment	51,000	52,020	53,060	54,122	55,204	56,308
604	49550	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Production	235,630	240,343	245,150	250,053	255,054	260,155
			Power Supply						
604	49560	381	Purchased Power (paid to SMMPA)	8,018,465	8,419,388	8,461,485	8,503,792	8,546,311	8,589,043
			Sub-Total: Power Supply	8,018,465	8,419,388	8,461,485	8,503,792	8,546,311	8,589,043
			Power Distribution System						
604	49570	100	Wages	319,501	325,891	332,409	339,057	345,838	352,755
604	49570	102	Overtime	9,198	9,382	9,570	9,761	9,957	10,156
604	49570	121	PERA	24,652	25,145	25,648	26,161	26,685	27,218
604	49570	122	FICA	20,380	20,787	21,203	21,627	22,060	22,501
604	49570	126	Medicare	4,766	4,862	4,959	5,058	5,159	5,263
604	49570	131	Health Insurance	59,601	60,793	62,009	63,249	64,514	65,804
604	49570	132	Dental Insurance	4,583	4,675	4,768	4,863	4,961	5,060
604	49570	133	Life Insurance	106	108	110	113	115	117
604	49570	151	Worker's Compensation	13,780	14,056	14,337	14,624	14,916	15,214
604	49570	210	Operating Supplies	25,500	26,010	26,530	27,061	27,602	28,154
604	49570	211	Motor Fuels	11,220	11,444	11,673	11,907	12,145	12,388
604	49570	220	Repair and Maintenance Supplies	510	520	531	541	552	563
604	49570	300	Professional Services	26,520	27,050	27,591	28,143	28,706	29,280
604	49570	310	Contractual Labor	0	0	0	0	0	0
604	49570	360	Insurance	13,490	13,759	14,034	14,315	14,601	14,893
604	49570	380	Utilities	11,220	11,444	11,673	11,907	12,145	12,388
604	49570	401	Repair & Maint. - Buildings	408	416	424	433	442	450
604	49570	402	Repair & Maint. - Substations	4,080	4,162	4,245	4,330	4,416	4,505
604	49570	404	Repair & Maint. - Equipment	7,650	7,803	7,959	8,118	8,281	8,446
604	49570	405	Repair & Maint. - Underground Lines	25,500	26,010	26,530	27,061	27,602	28,154
604	49570	406	Repair & Maint. - Overhead Lines	0	0	0	0	0	0
604	49570	407	Repair & Maint. - Meters	10,200	10,404	10,612	10,824	11,041	11,262
604	49570	408	Repair & Maint. - Transformers	2,040	2,081	2,122	2,165	2,208	2,252
604	49570	409	Repair & Maint. - Streetlights	15,300	15,606	15,918	16,236	16,561	16,892
604	49570	410	Repair & Maint. - SCADA & Load Mgt.	16,320	16,646	16,979	17,319	17,665	18,019
604	49570	415	Equipment Rental	2,040	2,081	2,122	2,165	2,208	2,252
604	49570	430	Miscellaneous	0	0	0	0	0	0
			Sub-Total: Power Distribution	628,565	641,136	653,959	667,038	680,379	693,986

16entELECTR

			2017	2018	2019	2020	2021	2022	
			PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
			Budget	Budget	Budget	Budget	Budget	Budget	
Administrative and General									
604	49580	100	Wages	218,446	222,815	227,271	231,817	236,453	241,182
604	49580	102	Overtime	1,136	1,159	1,182	1,206	1,230	1,255
604	49580	112	Car Allowance	918	936	955	974	994	1,014
604	49580	121	PERA	16,427	16,756	17,091	17,433	17,781	18,137
604	49580	122	FICA	13,614	13,886	14,164	14,447	14,736	15,031
604	49580	126	Medicare	3,184	3,248	3,313	3,379	3,447	3,516
604	49580	131	Health Insurance	55,244	56,349	57,476	58,626	59,798	60,994
604	49580	132	Dental Insurance	3,364	3,431	3,500	3,570	3,641	3,714
604	49580	133	Life Insurance	79	80	82	83	85	87
604	49580	151	Worker's Compensation	2,241	2,286	2,331	2,378	2,426	2,474
604	49580	200	Office Supplies	5,814	5,930	6,049	6,170	6,293	6,419
604	49580	205	Misc. Employee Expenses	15,300	15,606	15,918	16,236	16,561	16,892
604	49580	210	Operating Supplies	2,550	2,601	2,653	2,706	2,760	2,815
604	49580	211	Motor Fuels	0	0	0	0	0	0
604	49580	220	Repair & Maint. Supplies	3,060	3,121	3,184	3,247	3,312	3,378
604	49580	300	Professional Services	20,400	20,808	21,224	21,649	22,082	22,523
604	49580	310	Contract Labor	0	0	0	0	0	0
604	49580	321	Telephone	4,386	4,474	4,563	4,654	4,748	4,842
604	49580	322	Postage	230	234	239	244	248	253
604	49580	331	Travel & Training	20,400	20,808	21,224	21,649	22,082	22,523
604	49580	340	Advertising	0	0	0	0	0	0
604	49580	351	Legal Notices & Publications	102	104	106	108	110	113
604	49580	354	Printing & Binding	15	16	16	16	17	17
604	49580	360	Insurance	6,120	6,242	6,367	6,495	6,624	6,757
604	49580	380	Utilities	9,180	9,364	9,551	9,742	9,937	10,135
604	49580	401	Repair & Maint. - Buildings	4,080	4,162	4,245	4,330	4,416	4,505
604	49580	404	Repair & Maint. - Equipment	9,180	9,364	9,551	9,742	9,937	10,135
604	49580	430	Miscellaneous	0	0	0	0	0	0
604	49580	433	Dues and Subscriptions	30,600	31,212	31,836	32,473	33,122	33,785
Sub-Total: Administration			446,070	454,992	464,092	473,374	482,841	492,498	
Customer Accounts									
604	49585	100	Wages	75,785	77,301	78,847	80,424	82,032	83,673
604	49585	102	Overtime	1,990	2,030	2,070	2,112	2,154	2,197
604	49585	121	PERA	5,833	5,950	6,069	6,190	6,314	6,441
604	49585	122	FICA	4,823	4,919	5,017	5,118	5,220	5,324
604	49585	126	Medicare	1,128	1,151	1,174	1,197	1,221	1,246
604	49585	131	Health Insurance	18,360	18,727	19,102	19,484	19,873	20,271
604	49585	132	Dental Insurance	1,145	1,168	1,192	1,216	1,240	1,265
604	49585	133	Life Insurance	27	27	28	28	29	29
604	49585	151	Worker's Compensation	606	618	630	643	656	669
604	49585	200	Office Supplies	1,224	1,248	1,273	1,299	1,325	1,351
604	49585	205	Misc. Employee Expenses	0	0	0	0	0	0
604	49585	211	Motor Fuels	612	624	637	649	662	676
604	49585	300	Professional Services	3,468	3,537	3,608	3,680	3,754	3,829
604	49585	322	Postage	5,610	5,722	5,837	5,953	6,072	6,194
604	49585	331	Travel & Training	51	52	53	54	55	56
604	49585	354	Printing & Binding	3,366	3,433	3,502	3,572	3,643	3,716
604	49585	360	Insurance	1,734	1,769	1,804	1,840	1,877	1,914
604	49585	404	Repair & Maint. - Equipment	4,080	4,162	4,245	4,330	4,416	4,505
604	49585	430	Miscellaneous	408	416	424	433	442	450
604	49585	433	Dues and Subscriptions	0	0	0	0	0	0
604	49585	904	Bad Debt Expense	10,200	10,404	10,612	10,824	11,041	11,262
Sub-Total: Customer Accounts			140,450	143,259	146,124	149,047	152,028	155,068	
Operating Expenses			9,469,180	9,899,118	9,970,809	10,043,303	10,116,612	10,190,750	
Operating Income (loss):			1,917,748	1,791,334	1,773,453	1,755,059	1,736,141	1,716,688	
Depreciation									
604	49970	420	Depreciation	956,130	970,472	985,029	999,804	1,014,802	1,030,024
Interest Payments									
604	49980	611	Bond Interest Payments	29,908	270,656	252,715	237,423	220,840	202,876
Transfers									
604	49990	720	Operating Transfer - Cash to General	730,641	750,284	753,693	757,120	760,564	764,025
604	49990	722	Contributed Utility Services	259,080	264,262	269,547	274,938	280,437	286,045
Sub-Total: Transfers & Contributions			989,721	1,014,545	1,023,240	1,032,058	1,041,001	1,050,071	
Other Expenditures			1,975,759	2,255,673	2,260,984	2,269,286	2,276,642	2,282,970	
NET INCOME (Loss):			475,037	70,381	48,896	23,941	(558)	(24,529)	

			Capital - Distribution System						
604	48410	100	Wages	0	0	0	0	0	0
604	48410	300	Professional/Engineering Services	50,000	5,000	5,000	6,000	6,000	6,000
604	48410	510	Land Acquisition	0	0	0	0	0	0
604	48410	520	Building/Structural Improvements	450,000	450,000	0	0	0	0
604	48410	532	Utility Infrastructure	7,500	27,500	9,000	31,000	10,000	10,000
604	48410	540	Heavy Machinery	0	0	0	0	0	0
604	48410	550	Motor Vehicles	0	0	0	0	0	0
604	48410	580	Other Equipment	0	0	0	0	0	0
				507,500	482,500	14,000	37,000	16,000	16,000
			Capital - General Plant						
604	48420	520	Building/Structural Improvements	0	0	0	0	0	0
604	48420	536	Streetlights	36,000	42,000	17,000	38,000	19,000	19,000
604	48420	540	Heavy Machinery	0	0	0	0	0	0
604	48420	550	Motor Vehicles	0	0	0	45,000	0	0
604	48420	580	Other Equipment	0	0	0	0	0	0
				36,000	42,000	17,000	83,000	19,000	19,000
			Bond Principal Payments						
			Principal Payments on Bonds	650,000	670,000	500,000	515,000	535,000	540,000
			ELECTRIC FUND						
Statement of Sources and Applications of									
			2017	2018	2019	2020	2021	2022	
			PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
			Budget	Budget	Budget	Budget	Budget	Budget	Budget
Sources of Cash:									
Net Income (loss)			\$475,037	\$70,381	\$48,896	\$23,941	(\$558)	(\$24,529)	
Add depreciation			956,130	970,472	985,029	999,804	1,014,802	1,030,024	
Total			1,431,167	1,040,853	1,033,925	1,023,746	1,014,243	1,005,495	
Application of cash:									
Purchase of fixed assets			(543,500)	(524,500)	(31,000)	(120,000)	(35,000)	(35,000)	
Change in assets and liabilities			0	0	0	0	0	0	
Proceeds received			0	0	0	0	0	0	
Principal payments of long-term debt			(650,000)	(670,000)	(500,000)	(515,000)	(535,000)	(540,000)	
Capital contributed by other sources			0	0	0	0	0	0	
Total			(1,193,500)	(1,194,500)	(531,000)	(635,000)	(570,000)	(575,000)	
Net increase (decrease) in cash			237,667	(153,647)	502,925	388,746	444,243	430,495	
Cash - January 1			1,598,576	1,836,243	1,682,597	2,185,522	2,574,267	3,018,511	
Required Bond Reserve			\$916,000	\$730,000	\$730,000	\$730,000	\$718,000	\$718,000	
Unrestricted Cash - December 31			\$920,243	\$952,597	\$1,455,522	\$1,844,267	\$2,300,511	\$2,731,005	
% of next year operations									
% of same year operations unrestricted			8.0%	7.8%	11.9%	15.0%	18.6%	21.9%	

16entELECTR

		ELECTRIC FUND				
		Electric Revenues				
		2023	2024	2025	2026	
		PROJECTED	PROJECTED	PROJECTED	PROJECTED	
		Budget	Budget	Budget	Budget	
604	37410	Residential Electric Sales	3,821,367	3,840,473	3,859,676	3,878,974
604	37415	less: Load Management Credit	(35,200)	(35,200)	(35,200)	(35,200)
604	37416	less: Load Mgmt Credit-Sm Comm	(934)	(934)	(934)	(934)
604	37417	less: Load Mgmt Credit-Lg Comm	(2,310)	(2,310)	(2,310)	(2,310)
604	37419	Water Heating	983	988	993	998
604	37420	Small Commercial Electric	343,321	345,037	346,762	348,496
604	37421	Large Commercial Electric	3,250,466	3,266,719	3,283,052	3,299,468
604	37422	Large Commercial Electric Heat Sales	46,494	46,727	46,960	47,195
604	37423	Industrial Electric Sales	2,188,489	2,199,432	2,210,429	2,221,481
		projected increases in revenue	1,093,060	1,093,060	1,093,060	1,093,060
604	37425	Large Commercial Peak Alert	0	0	0	0
604	37426	Large Commercial Interruptible	36,370	36,552	36,735	36,918
604	37427	Industrial Interruptible	120,111	120,712	121,315	121,922
604	37430	Streetlights	109,759	110,308	110,859	111,414
604	37431	Security Lights	0	0	0	0
604	37432	Sirens	288	288	288	288
604	37435	Customer Generation	(4,000)	(4,000)	(4,000)	(4,000)
604	37440	Non Utility City - Small	5,198	5,224	5,250	5,276
604	37441	Inter City - Small	3,064	3,080	3,095	3,110
604	37442	Non Utility City - Large	52,659	52,923	53,187	53,453
604	37443	Inter City - Large	48,498	48,740	48,984	49,229
604	37444	Non-Utility- Large Comm./Interruptible	130,943	131,598	132,256	132,917
604	37445	Inter-City - Large Comm./Interruptible	136,550	137,232	137,919	138,608
604	37446	Non-Utility Lg. Comm./Elec. Heat	6,819	6,853	6,887	6,922
604	37447	Inter-City - Industrial	197,960	198,950	199,945	200,944
604	37448	Renewable Energy/Wind Power	278	278	278	278
604	37449	Inter City Lg. Industrial Interruptible	257,519	258,807	260,101	261,401
		Sub-Total: Electric Sales	11,807,753	11,861,536	11,915,587	11,969,909
604	36220	Pole Rentals	0	0	0	0
604	37450	Connection Fees	0	0	0	0
604	37455	Electric Access Charge	5,000	5,000	5,000	5,000
604	37460	Penalty Revenues	74,665	76,158	77,681	79,235
604	37470	Miscellaneous	75,000	75,000	75,000	75,000
604	36250	Refund & Reimbursements	0	0	0	0
		Sub-Total: Other Operating Rev.	154,665	156,158	157,681	159,235
604	33422	Other State Grants	1,408	1,408	1,408	1,408
604	36101	Special Assessments	0	0	0	0
604	36112	Loan Interest Earned	0	0	0	0
604	36210	Interest Earned	16,000	16,000	16,000	16,000
604	39101	Sale of Fixed Assets	0	0	0	0
604	39200	Transfers from other Funds	0	0	0	0
604	37471	smmpa reimbursement for gen fuel	94,192	96,076	97,998	99,958
604	37480	Excess Equity Dividend	0	0	0	0
604	37484	SMMPA Generation Contract	432,000	432,000	432,000	432,000
		Sub-Total: Non-Operating Revenues	543,600	545,484	547,406	549,366
		TOTAL OPERATING REVENUES	11,962,417	12,017,693	12,073,268	12,129,144
		TOTAL REVENUES	12,506,017	12,563,177	12,620,674	12,678,509

			Electric Expenditures				
			2023	2024	2025	2026	
			PROJECTED	PROJECTED	PROJECTED	PROJECTED	
			Budget	Budget	Budget	Budget	
			Power Production				
604	49550	100	Wages	14,887	15,185	15,488	15,798
604	49550	102	Overtime	442	451	460	469
604	49550	121	PERA	1,150	1,173	1,196	1,220
604	49550	122	FICA	950	969	988	1,008
604	49550	126	Medicare	223	227	232	236
604	49550	131	Health Insurance	3,047	3,108	3,171	3,234
604	49550	132	Dental Insurance	215	219	223	228
604	49550	133	Life Insurance	5	5	5	5
604	49550	151	Worker's Compensation	642	655	668	681
604	49550	210	Operating Supplies	0	0	0	0
604	49550	211	Motor Fuels	94,192	96,076	97,998	99,958
604	49550	220	Repair and Maintenance Supplies	0	0	0	0
604	49550	300	Professional Services	11,487	11,717	11,951	12,190
604	49550	360	Insurance	36,459	37,188	37,932	38,691
604	49550	380	Utilities	43,650	44,523	45,414	46,322
604	49550	401	Repair & Maint. - Buildings	574	586	598	609
604	49550	404	Repair & Maint. - Equipment	57,434	58,583	59,755	60,950
604	49550	430	Miscellaneous	0	0	0	0
			Sub-Total: Power Production	265,358	270,665	276,078	281,600
			Power Supply				
604	49560	381	Purchased Power (paid to SMMPA)	8,631,988	8,675,148	8,718,524	8,762,116
			Sub-Total: Power Supply	8,631,988	8,675,148	8,718,524	8,762,116
			Power Distribution System				
604	49570	100	Wages	359,810	367,006	374,346	381,833
604	49570	102	Overtime	10,359	10,566	10,777	10,993
604	49570	121	PERA	27,763	28,318	28,884	29,462
604	49570	122	FICA	22,951	23,410	23,878	24,356
604	49570	126	Medicare	5,368	5,475	5,585	5,696
604	49570	131	Health Insurance	67,120	68,462	69,832	71,228
604	49570	132	Dental Insurance	5,161	5,264	5,370	5,477
604	49570	133	Life Insurance	119	122	124	127
604	49570	151	Worker's Compensation	15,519	15,829	16,146	16,469
604	49570	210	Operating Supplies	28,717	29,291	29,877	30,475
604	49570	211	Motor Fuels	12,636	12,888	13,146	13,409
604	49570	220	Repair and Maintenance Supplies	574	586	598	609
604	49570	300	Professional Services	29,866	30,463	31,072	31,694
604	49570	310	Contractual Labor	0	0	0	0
604	49570	360	Insurance	15,191	15,495	15,805	16,121
604	49570	380	Utilities	12,636	12,888	13,146	13,409
604	49570	401	Repair & Maint. - Buildings	459	469	478	488
604	49570	402	Repair & Maint. - Substations	4,595	4,687	4,780	4,876
604	49570	404	Repair & Maint. - Equipment	8,615	8,787	8,963	9,142
604	49570	405	Repair & Maint. - Underground Lines	28,717	29,291	29,877	30,475
604	49570	406	Repair & Maint. - Overhead Lines	0	0	0	0
604	49570	407	Repair & Maint. - Meters	11,487	11,717	11,951	12,190
604	49570	408	Repair & Maint. - Transformers	2,297	2,343	2,390	2,438
604	49570	409	Repair & Maint. - Streetlights	17,230	17,575	17,926	18,285
604	49570	410	Repair & Maint. - SCADA & Load Mgt.	18,379	18,747	19,121	19,504
604	49570	415	Equipment Rental	2,297	2,343	2,390	2,438
604	49570	430	Miscellaneous	0	0	0	0
			Sub-Total: Power Distribution	707,866	722,023	736,464	751,193

16entELECTR

			2023	2024	2025	2026	
			PROJECTED	PROJECTED	PROJECTED	PROJECTED	
			Budget	Budget	Budget	Budget	
			Administrative and General				
604	49580	100	Wages	246,006	250,926	255,945	261,064
604	49580	102	Overtime	1,280	1,305	1,331	1,358
604	49580	112	Car Allowance	1,034	1,054	1,076	1,097
604	49580	121	PERA	18,500	18,870	19,247	19,632
604	49580	122	FICA	15,332	15,638	15,951	16,270
604	49580	126	Medicare	3,586	3,658	3,731	3,806
604	49580	131	Health Insurance	62,214	63,458	64,727	66,022
604	49580	132	Dental Insurance	3,788	3,864	3,941	4,020
604	49580	133	Life Insurance	88	90	92	94
604	49580	151	Worker's Compensation	2,524	2,574	2,626	2,678
604	49580	200	Office Supplies	6,548	6,678	6,812	6,948
604	49580	205	Misc. Employee Expenses	17,230	17,575	17,926	18,285
604	49580	210	Operating Supplies	2,872	2,929	2,988	3,047
604	49580	211	Motor Fuels	0	0	0	0
604	49580	220	Repair & Maint. Supplies	3,446	3,515	3,585	3,657
604	49580	300	Professional Services	22,974	23,433	23,902	24,380
604	49580	310	Contract Labor	0	0	0	0
604	49580	321	Telephone	4,939	5,038	5,139	5,242
604	49580	322	Postage	258	264	269	274
604	49580	331	Travel & Training	22,974	23,433	23,902	24,380
604	49580	340	Advertising	0	0	0	0
604	49580	351	Legal Notices & Publications	115	117	120	122
604	49580	354	Printing & Binding	17	18	18	18
604	49580	360	Insurance	6,892	7,030	7,171	7,314
604	49580	380	Utilities	10,338	10,545	10,756	10,971
604	49580	401	Repair & Maint. - Buildings	4,595	4,687	4,780	4,876
604	49580	404	Repair & Maint. - Equipment	10,338	10,545	10,756	10,971
604	49580	430	Miscellaneous	0	0	0	0
604	49580	433	Dues and Subscriptions	34,461	35,150	35,853	36,570
			Sub-Total: Administration	502,348	512,395	522,643	533,096
			Customer Accounts				
604	49585	100	Wages	85,346	87,053	88,794	90,570
604	49585	102	Overtime	2,241	2,286	2,332	2,378
604	49585	121	PERA	6,569	6,701	6,835	6,971
604	49585	122	FICA	5,431	5,540	5,650	5,763
604	49585	126	Medicare	1,270	1,296	1,322	1,348
604	49585	131	Health Insurance	20,676	21,090	21,512	21,942
604	49585	132	Dental Insurance	1,290	1,316	1,342	1,369
604	49585	133	Life Insurance	30	30	31	32
604	49585	151	Worker's Compensation	682	696	710	724
604	49585	200	Office Supplies	1,378	1,406	1,434	1,463
604	49585	205	Misc. Employee Expenses	0	0	0	0
604	49585	211	Motor Fuels	689	703	717	731
604	49585	300	Professional Services	3,906	3,984	4,063	4,145
604	49585	322	Postage	6,318	6,444	6,573	6,704
604	49585	331	Travel & Training	57	59	60	61
604	49585	354	Printing & Binding	3,791	3,866	3,944	4,023
604	49585	360	Insurance	1,953	1,992	2,032	2,072
604	49585	404	Repair & Maint. - Equipment	4,595	4,687	4,780	4,876
604	49585	430	Miscellaneous	459	469	478	488
604	49585	433	Dues and Subscriptions	0	0	0	0
604	49585	904	Bad Debt Expense	11,487	11,717	11,951	12,190
			Sub-Total: Customer Accounts	158,169	161,333	164,559	167,851
			Operating Expenses	10,265,729	10,341,564	10,418,268	10,495,855
			Operating Income (loss):	1,696,688	1,676,129	1,655,000	1,633,288
			Depreciation				
604	49970	420	Depreciation	1,045,474	1,061,156	1,077,073	1,093,229
			Interest Payments				
604	49980	611	Bond Interest Payments	183,600	162,210	139,010	144,629
			Transfers				
604	49990	720	Operating Transfer - Cash to General	767,504	771,000	774,513	778,044
604	49990	722	Contributed Utility Services	291,766	297,601	303,554	309,625
			Sub-Total: Transfers & Contributions	1,059,270	1,068,601	1,078,067	1,087,669
			Other Expenditures	2,288,344	2,291,967	2,294,150	2,325,527
			NET INCOME (Loss):	(48,056)	(70,354)	(91,744)	(142,873)

Capital - Distribution System							
604	48410	100	Wages	0	0	0	0
604	48410	300	Professional/Engineering Services	6,500	6,500	6,500	6,500
604	48410	510	Land Acquisition	0	0	0	0
604	48410	520	Building/Structural Improvements	0	0	0	0
604	48410	532	Utility Infrastructure	20,000	10,000	10,000	10,000
604	48410	540	Heavy Machinery	0	0	0	0
604	48410	550	Motor Vehicles	0	0	0	0
604	48410	580	Other Equipment	0	0	0	0
				26,500	16,500	16,500	16,500
Capital - General Plant							
604	48420	520	Building/Structural Improvements	0	0	0	0
604	48420	536	Streetlights	20,000	20,000	21,000	21,000
604	48420	540	Heavy Machinery	0	250,000	0	0
604	48420	550	Motor Vehicles	35,000	0	44,000	0
604	48420	580	Other Equipment	0	0	0	0
				55,000	270,000	65,000	21,000
Bond Principal Payments							
Principal Payments on Bonds				560,000	580,000	600,000	620,000
ELECTRIC FUND							
Statement of Sources and Applications of							
				2023	2024	2025	2026
				PROJECTED	PROJECTED	PROJECTED	PROJECTED
				Budget	Budget	Budget	Budget
Sources of Cash:							
Net Income (loss)				(\$48,056)	(\$70,354)	(\$91,744)	(\$142,873)
Add depreciation				1,045,474	1,061,156	1,077,073	1,093,229
Total				997,418	990,802	985,329	950,356
Application of cash:							
Purchase of fixed assets				(81,500)	(286,500)	(81,500)	(37,500)
Change in assets and liabilities				0	0	0	0
Proceeds received				0	0	0	0
Principal payments of long-term debt				(560,000)	(580,000)	(600,000)	(620,000)
Capital contributed by other sources				0	0	0	0
Total				(641,500)	(866,500)	(681,500)	(657,500)
Net increase (decrease) in cash				355,918	124,302	303,829	292,856
Cash - January 1				3,449,005	3,804,924	3,929,226	4,233,055
Required Bond Reserve				\$718,000	\$718,000	\$710,000	\$710,000
Unrestricted Cash - December 31				\$3,086,924	\$3,211,226	\$3,523,055	\$3,815,911
% of next year operations							
% of same year operations unrestricted				24.6%	25.4%	27.7%	29.8%

Electric Capital Plan

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
604.48410 DISTRIBUTION										
300 Professional Services/ Engineering										
Design Substation/ Transmission	\$ 70,000	\$ 50,000	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,500	\$ 6,500	\$ 6,500
Distributed Generation Study	\$ 7,000									
510 Distribution System Land										
520 Building/Structural Improvements										
Replacement Transformer - Front St. Substation	\$ 50,000									
Front St. Substation Upgrade		\$ 450,000	\$ 450,000							
532 Utility Infrastructure										
Traverse Rd to Edgerton	\$ 30,000									
GAC Nobel Hall Improvements	\$ 100,000									
GAC primary changes to new chiller / heating plants	\$ 30,000									
Replace 1970's underground (2-blocks)	\$ 10,000									
Traverse Acres Development (Phase 1)	\$ 100,000		\$ 20,000		\$ 22,000			\$ 10,000		
High School/City Park Development (Internal Primary Loop)	\$ 200,000									
City Park (loop feed)	\$ 100,000									
Direct Read Meter Program (Eaton/Cooper)	\$ 20,000	\$ 7,500	\$ 7,500	\$ 9,000	\$ 9,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
540 Distribution System Heavy Equipment										
550 Motor Vehicles										
580 Other Equipment										
Computer System (Eaton/Cooper)	\$ 58,000									
604.48410 TOTAL CAPITAL DISTRIBUTION	\$ 775,000	\$ 507,500	\$ 482,500	\$ 14,000	\$ 37,000	\$ 16,000	\$ 16,000	\$ 26,500	\$ 16,500	\$ 16,500
604.48420 GENERAL PLANT										
520 Building/Structural Improvements										
Electric Inventory Building (2009 Carryover)										
536 Streetlights										
Traditionaire Replacements (Move to LED)	\$ 15,000	\$ 16,000	\$ 17,000	\$ 17,000	\$ 18,000	\$ 19,000	\$ 19,000	\$ 20,000	\$ 20,000	\$ 21,000
High School/City Park Development										
Broadway Avenue Street Lights	\$ 48,000									
Gardner Road Street Lights	\$ 18,000									
Jefferson Avenue Street Lights	\$ 12,000									
Traverse Road Street Lights	\$ 18,000									
City Park Internal Lighting	\$ 60,000									
TWN 361 Street Lighting			\$ 25,000							
Traverse Acres Development (Phase 1)	\$ 33,000	\$ 20,000			\$ 20,000					
540 Heavy Equipment										
Unit 21 - Digger Derrick (2024)									\$ 250,000	
Unit 306 - Aerial Bucket Truck (2027)										
550 Motor Vehicles										
Unit 66 - 3/4 ton 4X4 Extended Cab & Tool Box	\$ 38,000									\$ 44,000
Unit 813 - 1 1/2 ton Dump Truck								\$ 35,000		
Unit 708 - 3/4 ton Van					\$ 45,000					
580 Other Equipment										
Generation Plant Corrections	\$ 18,000									
604.48420 General Plant TOTALS	\$ 260,000	\$ 36,000	\$ 42,000	\$ 17,000	\$ 83,000	\$ 19,000	\$ 19,000	\$ 55,000	\$ 270,000	\$ 65,000
TOTALS - CAPITAL ELECTRICAL SYSTEM	\$ 1,035,000	\$ 543,500	\$ 524,500	\$ 31,000	\$ 120,000	\$ 35,000	\$ 35,000	\$ 81,500	\$ 286,500	\$ 81,500

73

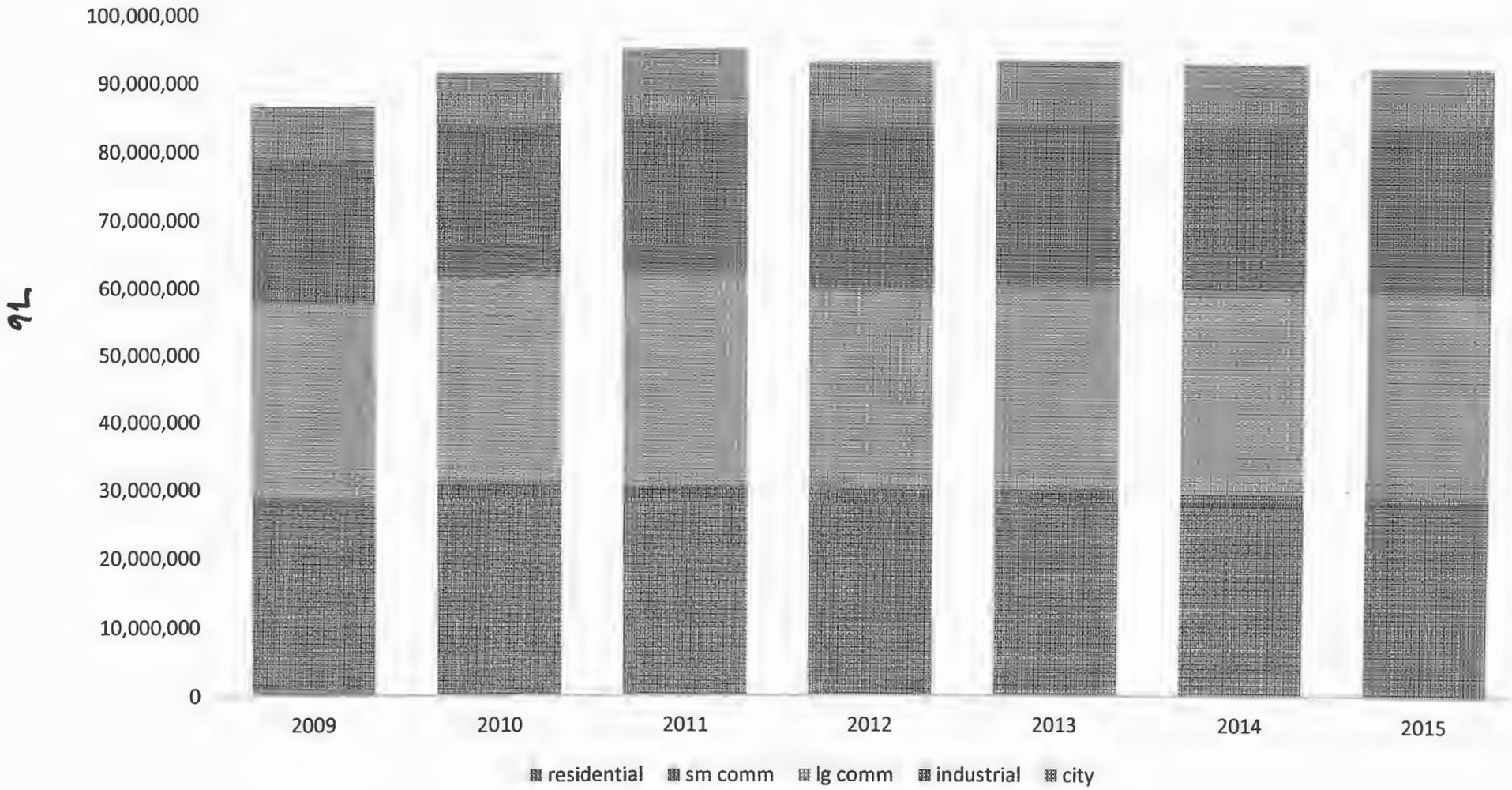
Electric Capital Funding Plan

		FUNDING SOURCE:	CASH	ASSESS./	TIF	State Aid	BOND		
DISTRIBUTION			RESERVES	Developer	BONDING		(Finance)		
604.48410									
300	Professional Services/ Engineering								
	Design Substation/ Transmission		\$ 70,000						
	Distributed Generation Study		\$ 7,000						
520	Building/Structural Improvements								
	Replacement Transformer - Front St. Substation		\$ 50,000						
532	Utility Infrastructure								
	Traverse Rd Nicollet to Edgerton		\$ 30,000						
	GAC Nobel Hall Improvements						\$ 100,000		
	GAC primary changes to new chiller / heating plants		\$ 30,000						
	Replace 1970's underground (2-blocks)		\$ 10,000						
	Traverse Acres Development (Phase 1)				\$ 100,000				
	High School/City Park Development (Internal Primary Loop)						\$ 200,000		
	City Park (loop feed)						\$ 100,000		
	Direct Read Meter Program (Eaton/Cooper)		\$ 20,000						
580	Other Equipment								
	Computer System (Eaton/Cooper)		\$ 58,000						
604.48410	Distribution		\$ 275,000	\$ -	\$ 100,000	\$ -	\$ 400,000	\$ 775,000	
604.48420	General Plant								
536	Streetlights								
	Traditionaire Replacements (Move to LED)		\$ 15,000						
	High School/City Park Development								
	Broadway Avenue Street Lights sunrise to 361		\$ 48,000						
	Gardner Road Street Lights Bdwy to Jefferson		\$ 18,000						
	Jefferson Avenue Street Lights Nicollet to Gardner		\$ 12,000						
	32 LED Traditionaire lights - reuse 21 (Washington Ave)								
	22 Black Commercial LED Lights (Old MN Ave)								
	3 Black Commercial LED Lights (Union St/ Old Mn Ave)								
	Washington Avenue Link Trail Lights								
	Traverse Road Street Lights		18,000						
	City Park Internal Lighting		60,000						
	TWN 361 Street Lighting								
	Traverse Acres Development (Phase 1)				\$ 33,000				
550	Motor Vehicles								
	Unit 66 - 3/4 ton 4X4 Extended Cab & Tool Box		\$ 38,000						
580	Other Equipment								
	Generation Plant Corrections		\$ 18,000						
604.48410	Distribution		\$ 227,000	\$ -	\$ 33,000	\$ -	\$ -	\$ 260,000	
TOTALS - CAPITAL ELECTRICAL SYSTEM			\$ 502,000	\$ -	\$ 133,000	\$ -	\$ 400,000	\$ 1,035,000	

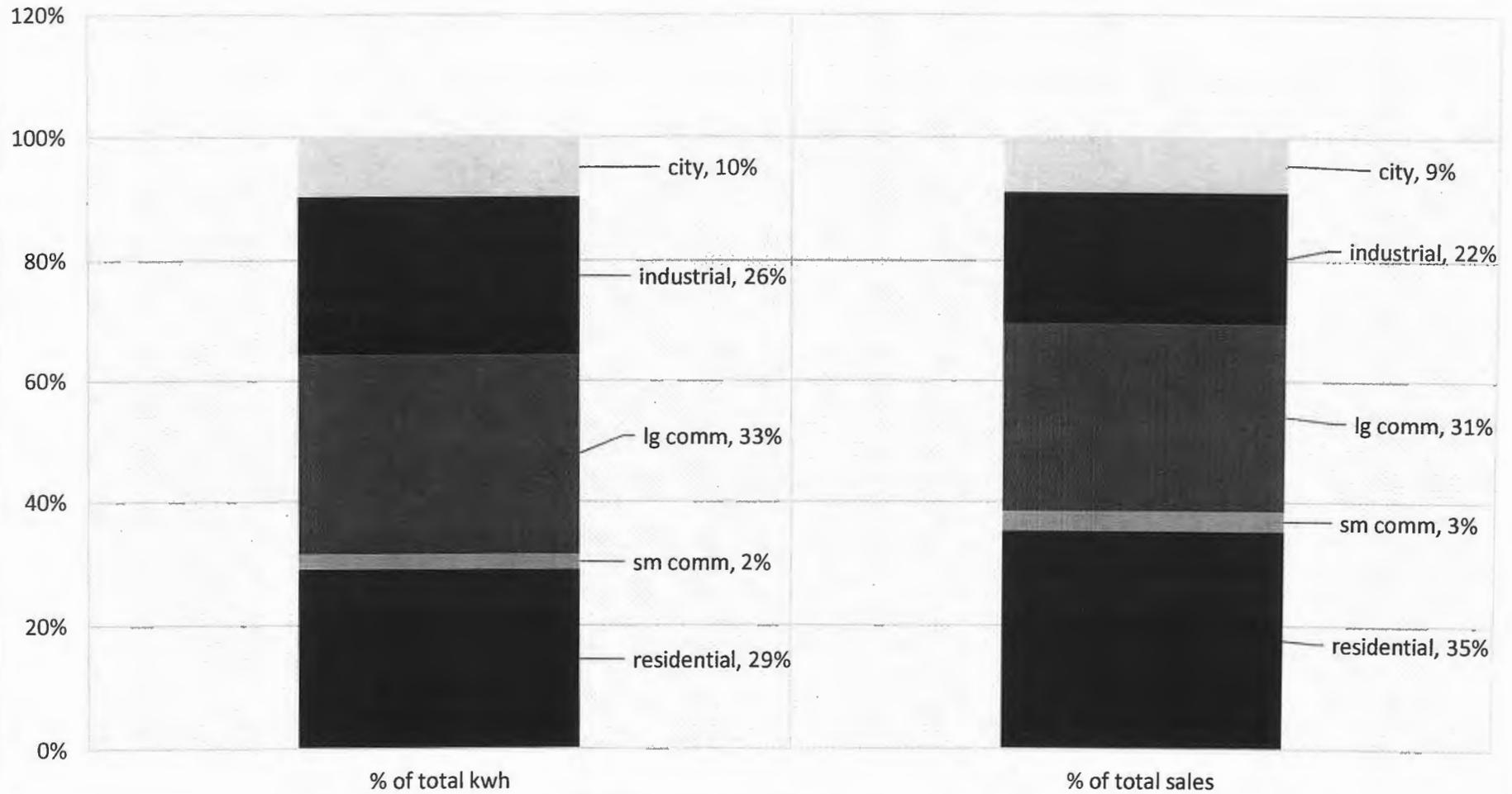
HL

	2015 SMMPA TOTAL BILLED		ADD'L REVENUE NEED FOR 2/1/16 - 12/31/16	CONSUMPTION BILLED
ON PEAK	\$ 2,069,979.88	6 % INC	\$ 113,848.89	38,240,807
OFF PEAK	\$ 2,333,176.47	6 % INC	\$ 128,324.71	57,666,250
SUB-ENERGY CHARGE	\$ 4,403,156.35		\$ 242,173.60	95,907,057
DEMAND	\$ 2,126,243.60	6 % INC	\$ 116,943.40	199,460
COST ADJ	\$ (51,671.22)	0 % INC		
WIND POWER	\$ 231.00	0 % INC		
TRANS CHRГ	\$ 658,448.76	6 % INC	\$ 36,214.68	
SUB-OTHER CHARGE	\$ 2,733,252.14		\$ 153,158.08	
TOTAL-ALL CHARGES	\$ 7,136,408.49		\$ 395,331.68	
PER MONTH			\$ 35,939.24	

KWH SOLD

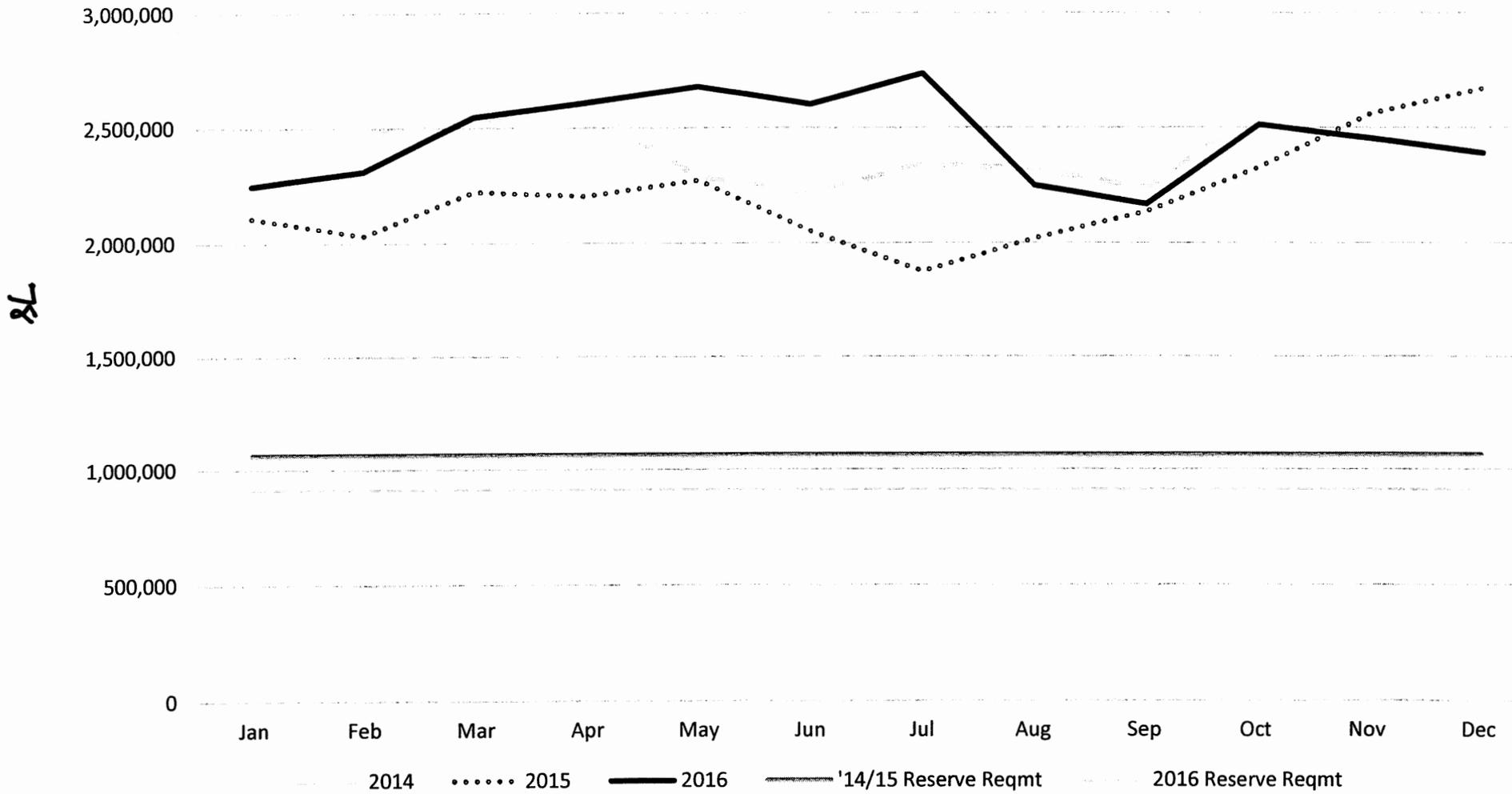


Comparison of **kwh** billed to \$ billed



77

Electric Cash



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET
CITY OF SAINT PETER)**

RESOLUTION ADOPTING 2016 ELECTRIC ENTERPRISE FUND BUDGET

BE RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following budget amount for the Electric Enterprise Fund of the City of Saint Peter is adopted for 2016:

Electric Fund	\$12,203,530
---------------	--------------

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET
CITY OF SAINT PETER)**

RESOLUTION ADOPTING ELECTRIC RATES

WHEREAS, staff has identified the many services provided to the residents of Saint Peter under this fund; and

WHEREAS, the 2016 capital budget is reducing the fund balance by \$502,000; and

WHEREAS, all other rates will remain the same except were indicated; and

WHEREAS, Southern Minnesota Municipal Power Agency implemented a 6% increase in purchased power effective February 2, 2016; and

WHEREAS, the additional revenues that are generated from the increased rates are necessary to maintain a positive fund balance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following rate schedules be approved for the cost of services provided in the Electric Fund effective for service May 2016, for bills due July 15, 2016:

ELECTRIC RATE SCHEDULE

RATE NO. E-1 – RESIDENTIAL

Criteria:

Available in the City of Saint Peter service area to any residential customer used primarily for domestic purposes only, where single phase electric service is used through one meter.

Customer Charge: \$10.75/month

Transmission Charge \$3.24/month

Energy Charge:
All Kilowatt hours per month 0.1154/KWH

Demand Charge None

RATE NO. E-2 – UNCONTROLLED ELECTRIC WATER HEATING SERVICE – CLOSED TO NEW CUSTOMERS)

Criteria:

Available in the City of Saint Peter to any water heating installation currently supplied through a separate electric meter. No new water heating installation will be served under this rate.

Customer Charge:	\$7.13/month
Energy Charge: For all kilowatt hours each month	\$0.1023/KWH
Demand Charge	None

RATE NO. E-3A – SMALL COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for single or three phase service supplied through one meter. A nonresidential customer will remain in this rate category until electrical use exceeds 2,500 KWH for four consecutive months. During the fifth month a demand meter will be installed. Effective the fifth month, Rate No. E-3B will become the basis for electrical charges.

Customer Charge:	\$13.23/month
Transmission Charge	\$6.16/month
Energy Charge: For all kilowatt hours per month	\$0.1256/KWH
Demand Charge:	None

RATE NO. E-3B – LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for single or three phase service supplied through one meter. Customers in this category typically use more than 2,500 KWH's per month but the metered peak demand is less than 400 KW. Those customers having 400 KW or more of peak demand for four consecutive months will, for the fifth month and thereafter, be billed according to Rate No. E-4. If customers in this rate class do not exceed 2,500 KWH's for 12 consecutive months, for the 13th month and thereafter the customer will be billed according to Rate No. E-3A.

Customer Charge:	\$12.74/month
Transmission Charge	\$33.35/month
Energy Charge: For all kilowatt hours per month	\$0.0785/KWH
Demand Charge: Peak demand for the month	\$9.54/KW

RATE NO. E-4 – INDUSTRIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential (commercial, industrial or institutional) customers as single business establishments when all service hereunder is provided through one meter at a single point of delivery. Service will be

rendered at the utility system standard secondary voltage, single or three phase, or at primary voltage designated by the utility system as the service voltage available in the area for the size of the load to be served. For secondary and primary voltage customers, all primary distribution wire, equipment and transformers shall be owned and maintained by the electric utility.

Customer Charge:

For all connected kilovolt-ampere (KVA) load per month
\$0.15/KVA

Transmission Charge \$1,652.29/month

Energy Charge:

For all kilowatt hours per month \$0.0621/KWH

Demand Charge:

Peak demand for the month \$15.11/KW

RATE NO. - LOAD CONTROL REBATE

Criteria:

Available in the City of Saint Peter service area to any residential unit customer used primarily for domestic purposes only or to any nonresidential customer who meets the qualifications for Rate No. E-3A or E-3B, where electric service is used through one meter and the customer's central or direct wired air conditioner and/or electric water heater is controlled by the utility load management system through a load control unit. The load control unit will be provided and installed by the utility.

Air conditioner control -effective for consumption during the five month period of May through September \$4.00/month

Water Heater control-effective for the entire year \$2.00/month

RATE NO. E-3AH – TRIAL ELECTRIC HEATING –LARGE COMMERCIAL (CLOSED TO NEW CUSTOMERS)

Criteria:

Available in the City of Saint Peter service area to customers who are qualified for Rate No. E-3A and who have full requirements for electric heating. (Established in 2009)

Customer Charge: \$12.74/month

Transmission Charge \$33.35/month

Energy Charge:

For all kilowatt hours per month \$0.0541/KWH

Demand Charge:

Peak demand for the month \$9.54/KW

RATE NO. E-3BH – ELECTRIC HEATING – LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to customers who are qualified for Rate

No. E-3B and who have full requirements for electric heating. The sum of all customers' loads in this class will be limited to a total of 600 KW demand, subject to periodic review and adjustment for changing utility load profile.

Customer Charge:	\$12.74/month
Transmission Charge	\$33.35/month
Energy Charge:	
For all kilowatt hours per month	\$0.0785/KWH
Demand Charge:	
Peak demand for the month (May through September)	\$9.54/KW
Peak demand for the month (October through April)	\$4.77/KW

RATE NO. E-23A – INTERRUPTIBLE SMALL COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for service supplied through one meter. This rate is for customers taking service concurrently under Rate No. E-3A. This rate is for interruptible service to interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours on any day during utility system peak periods as established by the utility. The total of customers' loads permitted in all interruptible rate classes will be limited to 1,500 KW, subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit.

Customer Charge:	\$13.23/month
Transmission Charge	\$6.16/month
Energy Charge:	
For all kilowatt hours per month for base load	\$0.1256/KWH
For all kilowatt hours per month for interruptible load	\$0.0939/KWH
Demand Charge:	None

RATE NO. E-23B – INTERRUPTIBLE LARGE COMMERCIAL

Criteria:

Available in the City of Saint Peter service area to any nonresidential customer for service supplied through one meter. This rate is for customers taking service concurrently under Rate No. E-3B. This rate is for interruptible service to interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours per any day during utility system peak periods as established by the utility. The total of

customers' loads permitted in all interruptible rate classes will be limited to 1,500 KW, subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit.

Customer Charge:	\$12.74/month
Transmission Charge	\$33.35/month
Energy Charge:	
For all kilowatt hours per month	\$0.0648/KWH
Demand Charge:	
Peak demand for the base load for the month	\$9.54/KW
Peak demand for the interruptible load for the month	\$4.77/KW

RATE NO. E-24 – INTERRUPTIBLE INDUSTRIAL (Coincident Summer Billing)

Criteria:

Available in the City of Saint Peter service area to any nonresidential customers as a single business establishment when all service hereunder is provided through meters at a single point of delivery. Customers may begin using this rate on June first of each year for a twelve month period, renewable annually:

This rate is for customers taking service concurrently under Rate No. E-4. This rate is for interruptible service to specific interruptible loads which are remotely controlled by the utility. The customer is to use this service for the connected loads when not being interrupted. Service under this schedule will typically be interrupted no more than 200 hours per year and no more than 10 hours on any day during utility system peak periods as established by the utility. The total of customers' loads permitted in this rate class will be limited to 1,500 KW, subject to possible increase with changing utility load profile. The utility will provide the meter and the load control unit to monitor and control the load. The customer will be responsible for the cost of installing the meter and control unit. Failure of the customer to provide the identified load interruption for the utility's annual billing peak hour (coincident with SMMPA's demand peak) will be cause for the customer to revert to the Rate Number E-4, Industrial, beginning in the month of failure and effective through June first of the following year.

Customer Charge:	
For all connected kilovolt-ampere (KVA) load per month	\$0.15/KVA
Transmission Charge	\$817.84/month
Energy Charge:	
For all kilowatt hours per month	\$0.0621/KWH

Demand Charge:

Summer rate (during the months of June, July, August, and September) Customer's billable demand for the month (peak demand metered during the period of the utility's monthly coincident demand peak)

\$15.11/KW

Winter rate (during the months of January, February, March, April, May, October, November, and December) Peak demand for the base load for the month (customer's peak demand for the month less the identified interrupted electric load which occurred during the utility's previous annual coincident demand peak

\$15.11/KW

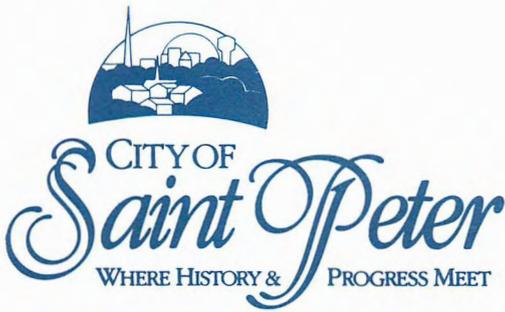
Monthly charge each month for the identified interruptible load which was removed from the system during the utility's annual coincident demand hour. \$7.69/KW

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/20/16

FROM: Russ Wille
Community Development Director

RE: Traverse Green Subdivision (Sales Policies/Covenants)

ACTION/RECOMMENDATION

Adopt the attached resolution establishing the lot Sales Plan and Policies as well as the Covenants and Design Review procedures which will initially regulate development within the Traverse Green Subdivision.

BACKGROUND

The City Council has approved the final plat of Traverse Green Subdivision. The final plat creates 57 lots in the first phase that will be sold for the construction of single family homes. The City's intent is to replicate the successfully developed Nicollet Meadows and Washington Terrace neighborhoods.

Sales Plan and Policies:

As with the first two subdivisions, it is appropriate for the City Council to establish a plan and policy related to the sale of lots. As such, a proposed Sales Plan and Policies document has been drafted for City Council consideration. The draft is substantially similar to the plan and policies adopted for Nicollet Meadows and Washington Terrace.

The policy identifies the household income levels that would qualify a buyer for the tax increment financing benefit. State Statute would provide that a household of two individuals would need a gross household income currently below \$77,400 to qualify for the tax increment benefit. A household of three or more persons would need an income below \$89,100 under current state guidelines to qualify for the reduced lot price.

The draft plan and policy would allow a private contractor/developer to have an interest in no more than two Traverse Green lots at any given time. Privately developed speculative homes would require that the developer pay the "full" price of the lot at the time of purchase. Should the developer/builder sell the finished home to a household with a qualifying income, the developer will be reimbursed the \$9,500 tax increment benefit after verification of the sale.

A prospective Traverse Green resident can reserve a lot for a 61 day period by providing for the payment of a \$200 lot reservation fee. Upon reservation, the proposed builder would need to secure building plans and specifications, choose a licensed contractor and arrange for

construction financing. If a purchase agreement is not signed within the 61 day period, the \$200 reservation fee will be forfeited.

Once the proper arrangements have been made, the closing of the sale can be scheduled. At that time, the prospective builder would need to enter into a purchase agreement and provide for payment of a \$500 deposit. The closing would need to be scheduled and occur within 60 days of the execution of the purchase agreement.

Subsequent to the closing, the buyer/builder must obtain a Certificate of Occupancy for the residence within 12 months. If a Certificate of Occupancy has not been issued within one year, the property will revert to the Seller (City). This stipulation would ensure that the tax increment revenue is generated at the rate necessary to provide the cash flows needed to retire the construction bonds.

The Sales Plan and Policies submitted for Council consideration is consistent with those reviewed at the most recent City Council workshop.

Covenants and Design Review:

The construction and development of single family homes in Nicollet Meadows and Washington Terrace was regulated by recorded restrictive covenants. The single family homes in the two neighborhoods were subject to the covenants while the multi-family parcels were exempt. It was determined that development of the multi-family lots would be most appropriately regulated by purchase agreement rather than via recorded covenants.

With very few exceptions, the covenants proposed for Traverse Green Subdivision are substantially similar to those recorded in Nicollet Meadows and Washington Terrace.

The covenants are designed to provide for a minimum standard of development. The covenants proposed for Traverse Green are consistent with the design principles of the Building Better Neighborhoods program developed by the Greater Minnesota Housing Fund.

With one exception, the covenants are consistent with the draft reviewed by the City Council at their April 18th workshop session.

The 12th covenant states:

"12. No dwelling shall be constructed which, exclusive of basements, porches, patios, decks and other storage areas, has a total gross floor area of less than 930 feet."

In consultation with our project partners at Southwest Minnesota Housing Partnership, a recommendation is made to reduce the required gross floor area to 900 square feet rather than the 930 square feet presented at workshop. This minor adjustment would allow for consideration of additional house plans that meet the covenants yet provide an acceptable level of affordability.

FISCAL IMPACT:

If adopted as recommended, the City will incur the traditional fees as the covenants are filed at the Nicollet County Recorder's office. No other financial impact is identified.

ALTERNATIVES/VARIATIONS:

Do not act: The Council would be asked to reconsider the matter at a later date.

Negative Votes: The Council would be asked to consider an alternative sales plan and covenants.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

RJW

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION ADOPTING SALES PLAN AND POLICIES REGULATING THE SALE OF
LOTS WITHIN TRAVERSE GREEN SUBDIVISION**

WHEREAS, the City is constructing a residential development which includes lots for the construction of single family homes; and

WHEREAS, it is proposed that the development be undertaken in a manner consistent with the tenets of the Building Better Neighborhoods program authored by the Greater Minnesota Housing Fund; and

WHEREAS, it is appropriate to adopt a Sales Plan and Policies establishing a consistent manner in which the sale of single family lots will be undertaken; and

WHEREAS, the City Council has reviewed and considered the proposed sales plan at multiple workshop sessions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The following procedure for the sale of lots in Traverse Green Subdivision is hereby adopted:

SALES PLAN AND POLICIES

OWNER

- ◆ Lots within Traverse Green Subdivision are owned by the City of Saint Peter, hereinafter referred to as the CITY.

LOTS

- ◆ Lots within Traverse Green Subdivision are identified by lot and block numbers as shown on the recorded final plat.

INCOME RESTRICTIONS

- ◆ Tax Increment Financing income restrictions apply to the 57 single-family lots. Those buyers with eligible household incomes will receive a \$9,500.00 reduction from the lot price established by the City Council.
- ◆ Lot price reduction eligibility is determined based upon the following criteria:

Household Size
1 - 2 persons:
3 or more persons:

Gross Household Income
below \$77,400.00
below \$89,010.00

- ◆ Qualifying household incomes will be adjusted annually.
- ◆ The prospective buyer shall provide a copy of their most recent federal tax filing to verify household income levels.

MODEL HOMES AND HOUSING CONSTRUCTION

- ◆ The Economic Development Authority (EDA) will be constructing speculative model homes for purchase by eligible buyers. Eligibility is determined by the regulations applicable to the construction financing utilized.
- ◆ The City will reserve a number of lots for the construction of speculative homes to be constructed by the Saint Peter Economic Development Authority or Southwest Minnesota Housing Partnership. These lots will not be available for sale to the public.
- ◆ Model home styles, design, amenities, furnishing and lots will be selected by the EDA.
- ◆ The EDA will not amend the model homes as per buyer requests. Buyers may elect to proceed with a pre-sold home if they wish to modify the structure.

BARE LOT SALES

- ◆ Buyers may purchase a bare lot and construct any home style they desire that meets applicable building code requirements, covenant restrictions and zoning regulations.
- ◆ Buyers of bare lots may access special permanent financing products awarded to the project as long as the buyer meets the program eligibility criteria.

DEVELOPER/SPECULATIVE PURCHASE

- ◆ Developers purchasing lots for speculative purposes may own or reserve a maximum of two (2) lots at any given time.
- ◆ Developers wishing to buy up to two (2) lots for speculative purposes may not hold an interest simultaneously in any other entity also purchasing lots for speculation.
- ◆ Developers purchasing lot for speculative purposes will be required to pay the "full" sales price of the lot(s). If the completed home is sold to a household with a qualifying income, the developer shall be reimbursed the \$9,500.00 Tax Increment Financing benefit. Such qualifying sale shall be demonstrated via presentation of income verification and proof of closing of the sale.
- ◆ Requests for reimbursement of the \$9,500 tax increment financing benefit shall be submitted within 60 days of the date of closing.

COVENANTS

- ◆ Restrictive covenants have been filed for record covering all single-family parcels within Traverse Green Subdivision.
- ◆ Buyers shall be provided with a copy of the covenants prior to the execution of a lot reservation or purchase agreement.

RESERVATION AND SELECTION OF LOTS

- ◆ Lots may be reserved prior to entering into a purchase agreement with the CITY. Lots will be reserved / sold on a first come, first served basis.
- ◆ A \$200 fee will secure a 61 day reservation while the buyer seeks construction financing, house plans and a contractor to provide for construction.
- ◆ The Community Development Director will maintain a roster of those reserving lots.
- ◆ Only the Office of Community Development shall have the authority to execute lot reservations on behalf of the CITY.
- ◆ Individuals or developers may reserve a maximum of two (2) lots at any given time.
- ◆ Within 61 days, the buyer is required to enter into a purchase agreement with the CITY or the reservation will expire. Exceptions will be made for buyers who have made a construction escrow deposit of \$500 with the Southwest Minnesota Housing Partnership.
- ◆ Reservations may be renewed for an additional 61 day period by payment of an additional \$200 fee. However, only one \$200 fee will be applied to the purchase price upon closing, prior reservations fees will be forfeited at the expiration of the 61 reservation period.
- ◆ Lots upon which the reservation has expired will be offered for sale to the public on a first come, first served basis. All applicable fees shall be forfeited upon expiration of the 61 day reservation period.

PURCHASE AGREEMENTS

- ◆ Buyers must enter into a purchase agreement with the CITY. \$500 in earnest money shall be deposited upon execution of the purchase agreement. The \$200 lot reservation fee, if applicable, may be applied to the required \$500 earnest money deposit.
- ◆ A purchase agreement will establish the date of closing. The date of closing will be no sooner than 14 days, and no later than 60 days, from the date the purchase agreement is signed by the buyer and CITY.

- ◆ The City Administrator is authorized by the City Council to execute purchase agreements, at the established lot price, for the sale of lots within Traverse Green Subdivision.
- ◆ The purchase agreement shall require that the buyer obtain a Certificate of Occupancy for the dwelling within twelve (12) months of the date of closing on the sale of the lot. If the Purchaser fails to obtain a Certificate of Occupancy within the twelve months, the real estate shall revert to the Seller. This condition shall survive the delivery of the Warranty Deed.

SOUTHWEST MINNESOTA HOUSING PARTNERSHIP

- ◆ Prospective buyers of EDA model homes and those wishing to seek low interest permanent mortgage products will be referred to the Southwest Minnesota Housing Partnership (SWMHP). The SWMHP will determine eligibility of buyers based upon household income criteria of the applicable funding source.

SPECIAL CONTINGENCIES

- ◆ On or before closing, the Purchaser shall provide the Seller with the following items:
 1. Building construction plans;
 2. Building permit – paid at closing;
 3. Proof of construction financing;
 4. Executed contract for construction conditioned solely upon purchase;

In the event the Purchaser fails to meet the above conditions as of the date of closing, the Seller may declare the Purchase Agreement null and void, the earnest money shall be forfeited to the Seller; Purchaser and Seller shall immediately sign a Cancellation of Purchase Agreement.

- ◆ Purchaser may at Purchaser's expense complete soil testing. In the event the soil tests indicate that the property may only be improved with incurring extraordinary building methods or expenses, at the Purchaser's option, the Purchase Agreement shall become null and void and all earnest money shall be refunded to the Purchaser. The Purchaser and Seller agree to sign a Cancellation of Purchase Agreement.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

**RESOLUTION ADOPTING RESTRICTIVE COVENANTS REGULATING THE
DEVELOPMENT OF SINGLE FAMILY HOMES IN TRAVERSE GREEN SUBDIVISION**

WHEREAS, the City proposes to construct the Traverse Green subdivision based upon the tenets of the Building Better Neighborhood as authored by the Greater Minnesota Housing Fund; and

WHEREAS, it is appropriate to establish restrictive covenants establishing minimum design standards regulating the construction of single family homes; and

WHEREAS, the proposed covenants are substantially similar to those adopted to regulate development in both the Nicollet Meadows and Washington Terrace neighborhoods; and

WHEREAS, the City Council has considered the draft covenants at multiple workshop sessions; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the restrictive covenants identified as Exhibit "A" shall be adopted and recorded against the single-family parcels within Traverse Green Subdivision.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2015.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT A

RESTRICTIVE COVENANTS

GENERAL:

1. Each dwelling shall be used exclusively for private residential purposes. Home occupations may be established in conformance within the provision of the zoning code.

2. No trailer, tent or similar temporary quarters may be used for living purposes for more than two months, and only during the construction of the dwelling.
3. All construction of single family dwellings and accessory structures shall be new. All new construction must be built, at a minimum, to State Building Code requirements for single family residential construction.
4. The exterior of all buildings or other structures must be completed within one (1) year after the commencement of construction, except where such completion is impossible or would result in great hardship due to strikes, fire, national emergency or natural disaster. If not so completed, the unfinished structure or unfinished portion thereof shall be deemed a nuisance and shall be removed forthwith by, and at the cost of the owner.
5. Home designs shall incorporate architectural details such as window, soffit and fascia trim; shutters; built-up columns and not 4 x 4 posts; and a variety of siding materials such as lap siding, shakes or battens that complement the style of the home.
6. Each home shall display at least three (3) exterior colors, including the color of the roof, the main siding, accent siding and trim. The roof color shall be considered a color only if it is a color other than black or grey.
7. The entry of the home shall be articulated as a focal point of the front elevation through the appropriate use of roof elements, columns, porches, pilasters, urns, windows or other architectural features.
8. Homes must be oriented on the lot such that the front of the home faces the adjacent street. On corner lots, the front of the home must bear the same orientation as other homes along the street upon which it is constructed.
9. Homes must provide direct access to the front and rear yard from the public areas of the home such as the kitchen, dining room, living room or family room.
10. No accessory building larger than 120 square feet that has been completely constructed at any location other than on the lot or building site which it shall occupy shall be moved on to any lot or building site within the subdivision.
11. Dwellings, excluding porches, shall not be set back further than 30 feet from the front property line.
12. No dwelling shall be constructed which, exclusive of basements, porches, patios, decks and other storage areas, has a total gross floor area of less than 900 square feet.
13. No dwelling shall have a roof with less than a 5:12 pitch.
14. Electrical, cable, natural gas and other utility services may not be provided to the residential dwelling or accessory buildings within the required front yard to the extent that they are above ground and visible.
15. No property owner shall attempt to further subdivide, replat or otherwise partition any property into a lot smaller than that depicted upon the original plat of the subdivision.

DRIVEWAYS/GARAGES:

16. All driveways must contain a hard surfaced drive running from the garage door to the street or alley.
17. Driveways shall be constructed of asphalt, concrete, exposed aggregate concrete, concrete pattern stamped and / or colored concrete, concrete pavers, brick or stone.
18. No front yard driveway curb cuts are permitted on lots abutting an alley.
19. Side yard driveway curb cuts are not permitted on corner lots abutting an alley.
20. Driveway curb cuts will be not greater than 24 feet in width.
21. Homes on lots without abutting alleys must set back the garage behind the front wall of the home a minimum of 2 feet.
22. Every residence must include a garage of at least 320 square feet and include a minimum width of 16 feet on the façade of the garage from which motor vehicles enter the structure.

ACCESSORY STRUCTURES:

23. No more than 1 accessory building shall be permitted on a lot. Accessory buildings, with the exception of detached garages, shall be no larger than 120 square feet.
24. The exterior finish of accessory buildings, including detached garages, must match the exterior finish of the dwelling.
25. All exterior mechanical equipment, with the exception of solar panels and satellite dishes, shall be ground mounted. Such equipment must be effectively screened from public view by walls, fences or plantings.
26. Ground mounted satellite dishes, antennae or other electronic receiving or transmitting devices of a similar nature must be set a minimum of 10 feet from all property lines and may not be mounted in the any front yard.
27. Decks and ground level patios may be established only within a rear yard.

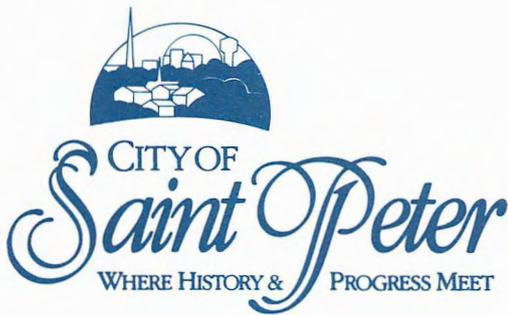
FENCES:

28. Fences may be constructed where appropriate and necessary for screening, security, containment or aesthetic purposes. All fences must be architecturally compatible with the homes and surrounding properties.

LANDSCAPING:

29. Within 30 days after issuance of a Certificate of Occupancy, the property owner must establish the minimum landscaping. The 30 day time limit will be extended due to the limitations of the normal growing season. The minimum landscaping shall include:

- a. The seeding or sodding of all yards.
 - b. The establishment of 1 ornamental tree within the front yard. Such tree shall have a trunk diameter of at least 1 ½ inches.
30. All existing trees or natural plantings that are designated to remain during construction are to be protected from damage due to construction, maintenance or the use of the property.
 31. Composting of yard waste shall be restricted to the rear yard. Any composting must be properly located and maintained to prevent odors from adversely affecting surrounding properties.
 32. Woodpiles, logs, split-logs, and kindling may not be stored in the front yard or any side yard where the materials would be visible from a public street. The wood must meet all State and Local regulations and best disease management practices must be implemented.
 33. No soil may be moved in a manner which materially alters the grade, slope, pitch or in a manner which materially impedes the designed drainage of the properties. The existing grade of the property must be maintained so as to divert surface water runoff away from the residence, but shall not be altered in a manner so as to unreasonably divert surface runoff on to the adjoining properties or across sidewalks.



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 4/20/16

FROM: Todd Prafke
City Administrator

RE: School District Memorandum Of Understanding

ACTION/RECOMMENDATION

Provide authorization for execution of a Memorandum of Understanding (MOU) with School District #508 for provision of services to the Community Education program.

BACKGROUND

This exchange of service started in about 2004 with severe state budget cuts to Community Education. At that time, as today, we meet cooperatively to discuss issues that affect our local governments. The School District was faced with cuts and with rules that hindered them from making the most of their dollars in the area of Community Education. In addition, we were discussing a re-focus on efforts to accurately articulate to each other what our respective mission was and avoid duplication of efforts.

A contract signed by School District #508 is attached which delineates programs that both Community Education and the City's Recreation and Leisure Services Department will undertake while respecting each other's articulated missions. The contract provides for a payment from the District to the City to support some of their programs that we are able to complete efficiently because of the program connection to other programs that we run.

Again, this contract is similar to what you have approved in previous years. Contract dollars have been reduced over the years with the last reduction occurring in 2010. There is no reduction in this year's contract. Staff still believes that we are in a position to provide the services outlined.

In the bigger picture I am concerned about additional decreases in those dollars. Additional funding erosion may lead us to the point of ending or subsidizing those services, which was not our intent nor is that the intent of the District. Because we currently provide those services if the funding does stop the Council may be put into the position of ending a program that was or isn't really ours. We are not to that point, but this is an issue to be aware of. We would still have the opportunity to provide those programs anyway, but the fee - tax cost basis model may need to change. With levy limits and other factors pressing on our budget it may put you in a hard spot.

Now to the good. This is a very positive example of local units of government working together to provide a service, or continue services in the most efficient way possible by letting go of

traditional territorial boundaries. This contract has served us and our joint customers well over last number of years and I expect that will continue through this year as well.

FISCAL IMPACT:

The cost of service and the funding received are anticipated to be in balance for the 2016-2017 year so this has no direct tax or general fund impact. School District #508 will pay \$10,200 to the City for provision of these services.

ALTERNATIVES/VARIATIONS:

Do Not Act: No further action will be taken without additional direction from the Council and the City would discontinue the services outlined in the MOU.

Denial: Again, the City would discontinue the services and programs provided as part of the MOU and staff would take no further action.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal



**MEMORANDUM OF UNDERSTANDING
July 1, 2016 – June 30, 2017**



**Saint Peter Public Schools - Community and Family Education
and
City of Saint Peter - Department of Recreation and Leisure Services Department**

This memorandum identifies key components to maximize opportunities to the community.

- I. **BEST PRACTICES AND GUIDING PRINCIPLES** – School District #508, through its' Community and Family Education Department (C&FE) and the City of Saint Peter through its' Department of Recreation and Leisure Services (R&LS) recognize a shared commitment to best practices that maximize opportunities for the community.
 - A. Prioritize community needs and allocation of funding
 - B. Delineate responsibilities to minimize program duplication
 - C. When appropriate, combine resources including staff and facilities to strengthen and/or develop signature community wide events
 - D. Routinely examine and address community program and service needs
 - E. Collaborate with other area organizations to strengthen the involvement and support of underserved families
 - F. Co-publish seasonal brochures
 - G. Offer common registration dates

II. YOUTH DEVELOPMENT/SERVICE FUNDING ASSURANCES

STATEMENT OF ASSURANCES:

Community and Family Education will provide funding to Recreation and Leisure Services to enhance Youth Development opportunities, meeting the intent of State Statutes, which govern Youth Development expenditures. (\$7,500)

Minnesota Statute (2003) 124D.19, Subd. 9. and 10.)

(Age priority: 8 through 14 years)

All programs assigned to these funds will not be subject to non-resident fees (City of Saint Peter); non-resident fees may be charged for non-residents of the Saint Peter School District.

With additional youth development/service funds, Recreation and Leisure Services Department will offer youth programs that provide youth with:

- *An understanding and appreciation of service in their community through hands-on experiences*
- *Knowledge needed to make safe and healthy lifestyle choices*
- *An understanding of and appreciation and respect for diversity in race, culture, gender, age, social status, ability, etc.*

- *an opportunity to have a voice in decisions that affect them*
- *positive recreational, social and learning activities*
- *opportunities to develop a safe, equitable, accepting, cooperative, friendly and inclusive school and community environment*

III. AFTER-SCHOOL FUNDING ASSURANCES

STATEMENT OF ASSURANCES: Community and Family Education (C&FE) will provide funding to Recreation and Leisure Services (R&LS) to enhance after-school opportunities, meeting the intent of State statutes, which govern after-school expenditures. (\$2,700)

(Minnesota Statute (2003) 124D.19, Subd. 13.)

(Age priority: 8 through 14 years)

All programs assigned to these funds will not be subject to non-resident fees (City of Saint Peter); non-resident fees may be charged for non-residents of the Saint Peter School District.

With additional youth funds, Recreation and Leisure Services Department will offer after-school programs that:

- *collaborate with and leverage existing community resources that have demonstrated effectiveness*
- *reach out to youth, including at-risk youth in the community*
- *increase the number of children participating in adult-supervised programs during non-school hours*
- *support academic achievement*
- *increase skills in sports and other activities*

IV. GUIDELINES FOR SPONSORING YOUTH PROGRAMS

SCHOOL YEAR 2016-17 YOUTH PROGRAMS

(Aug. 31, 2016–May 27, 2017)

R&LS will offer the following:

- After school activities (e.g. Legos Program, Fencing, Chess and Open Gym)
- Leadership and/or certification programs for youth ages 14 and under (e.g. Babysitter Training and Home Alone class)

C&FE will offer the following:

- Theatre & Fine Arts experiences (e.g. Arts Center)
- Educational enrichment experiences (e.g. foreign languages, nutrition, STEM, STEAM, and reading)
- American Red Cross Swim Lessons at the high school pool
- Certification programs for young adults 15 yrs⁺ (e.g. First Aid, CPR, Lifeguard Training, Water Safety Instruction)

SUMMER YOUTH PROGRAMS

(July 1–August 30, 2016 and May 28–June 30, 2017)

R&LS will offer the following:

- E-12 Youth activities, teams, and camps (e.g. Legos Program, Fencing, Chess, youth sports, and camps)
- American Red Cross Swim Lessons at the City outdoor pool
- Leadership and/or certification programs for youth ages 14 and under (e.g. Volunteer In the Park, Babysitter Training, Guard Start, Youth First Aid and CPR)

C&FE will offer the following:

- Theatre and Fine Arts experiences (e.g. Prairie Fire Theatre, Watch Me Draw, and Arts Center Classes)
- Educational enrichment experiences (e.g. foreign languages, nutrition, STEM, STEAM and reading)
- Parent/Child classes/events
- Certification programs young adults 15 yrs+ (e.g. First Aid, CPR, lifeguard training, and water safety instruction)

V. FUNDING

School District #508 shall provide the following funding to the City of Saint Peter for provision of services:

Youth Development Funding	\$7,500
After School Funding	\$2,700

Distribution of funds shall be made twice a year and funds may be requested and distributed in two equal payments (e.g. July 1, 2016 and January 4, 2017).

This agreement by and between School District #508 and the City of Saint Peter is hereby approved.

CITY OF SAINT PETER

SCHOOL DISTRICT #508

 Todd Prafke
 City Administrator

 Paul Peterson
 Superintendent

 Date

 Date

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION AUTHORIZING EXECUTION OF YOUTH DEVELOPMENT MEMORANDUM
OF UNDERSTANDING**

WHEREAS, the City Council has established partnerships with many other local units of government including School District #508; and

WHEREAS, the City and School have previously partnered on the programs provided for in the Memorandum of Understanding for Youth Development and Youth Service Programs; and

WHEREAS, use of the service continues to grow or be stable.

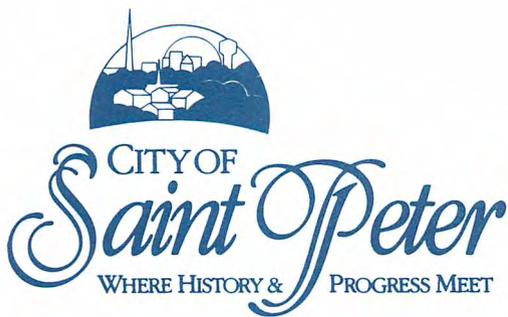
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Administrator is hereby authorized to execute a Memorandum of Understanding for Youth Development and Youth Service Programs with School District #508 for the period July 1, 2016 through June 30, 2017.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 4/20/2016

FROM: Todd Prafke
City Administrator

RE: Community Center Request For Proposals (RFP)

ACTION/RECOMMENDATION

Approve solicitation of proposals for rental of space in the Community Center beginning in the summer of 2017.

BACKGROUND

As members may know School District #508 will be leaving four rooms in the Community Center in the summer of 2017. Their ECFE programming will be moving their facilities to Lincoln Drive as a part of the overall work and relocations that were planned associated with the building of the new High School. The rooms to be vacated from the Community Center are located on the first floor. We have not received their official notice yet, but it is clear that this change will take place.

Members are aware that the City has been approached by both daycare providers that are located in the building as both have expressed an interest in the room(s) to expand their current operations.

Your staff has reviewed a number of different ways to help determine if and/or to whom you should lease space including others that may be interested in leasing that space if they meet the established goals for rental in the Community Center.

Those goals were put in place prior to construction of the building and the goals are:

- Renters must be a community based provider of services.
- Service must be available to the broader community.
- Non-profits and providers that offer programs that positively impact families are preferred.

Previous Councils have stuck pretty closely to those goals in considering rental agreements in the past.

My thoughts have centered on a way to help prospective renters provide you with information about their plans, their goals and mission, and how those might address needs within the

building and in the broader community. Putting out a Request for Proposals (RFP) seems like a reasonable way to not only articulate your goals, but also allow interested parties to express how their rental of the facility may positively impact the goals of the Council. It is a way to give all interested parties notice of availability and allow all to provide you with information that, in turn, can be used to determine who might be the best fit for the Community Center. This information was previously discussed at workshop.

There are a couple of key areas I would like to draw your attention to. First, if there are other factors that may be important to your decision as to who to lease to, it seems we should lay them out so that prospective respondents know and can address the criteria or other things you are looking for. One example already written into the RFP is the explanation in the number of infant day care slots. I continue, as do many of you, to hear that infant daycare slots are still very hard to come by in Saint Peter.

Any lease must be approved by the City Council. Another note here, because of the nature of the users on the first floor which currently include not only ECFE but two day cares and Head Start, finding an entity that can work cooperatively with those current users (a good fit) seems important as well.

Remember you have four rooms that will become available. This does not presuppose that all of those rooms will go to one entity nor does it preclude you from renting them all to one entity.

One additional thing to note. Although it is clear both daycares currently located in the Community Center have expressed written interest, we just don't know who else may be out there that would be a great fit for your center and the community.

Lastly, as a staff we continue to look to meet your needs first. We may come to you as a part of the timeline on this process and ask for some of that space for Recreation and Leisure Services Department programming. We realize that may be something that should be weighed against any proposal you receive in order to best serve the community.

My overall hope is to have a process that allows interested parties to respond to criteria that you establish and ultimately helps you determine who you are going to rent to. I believe the attached request for proposals achieves that goal.

FISCAL IMPACT:

There would be a small charge for publishing notice of the request for proposals in the local paper. Any other distribution of the information could be done with minimal to no cost.

ALTERNATIVES/VARIATIONS:

Do Not Act: No further action will be taken without additional direction from the Council.

Denial: Should the Council choose not to receive proposals for the space, staff will look for further direction.

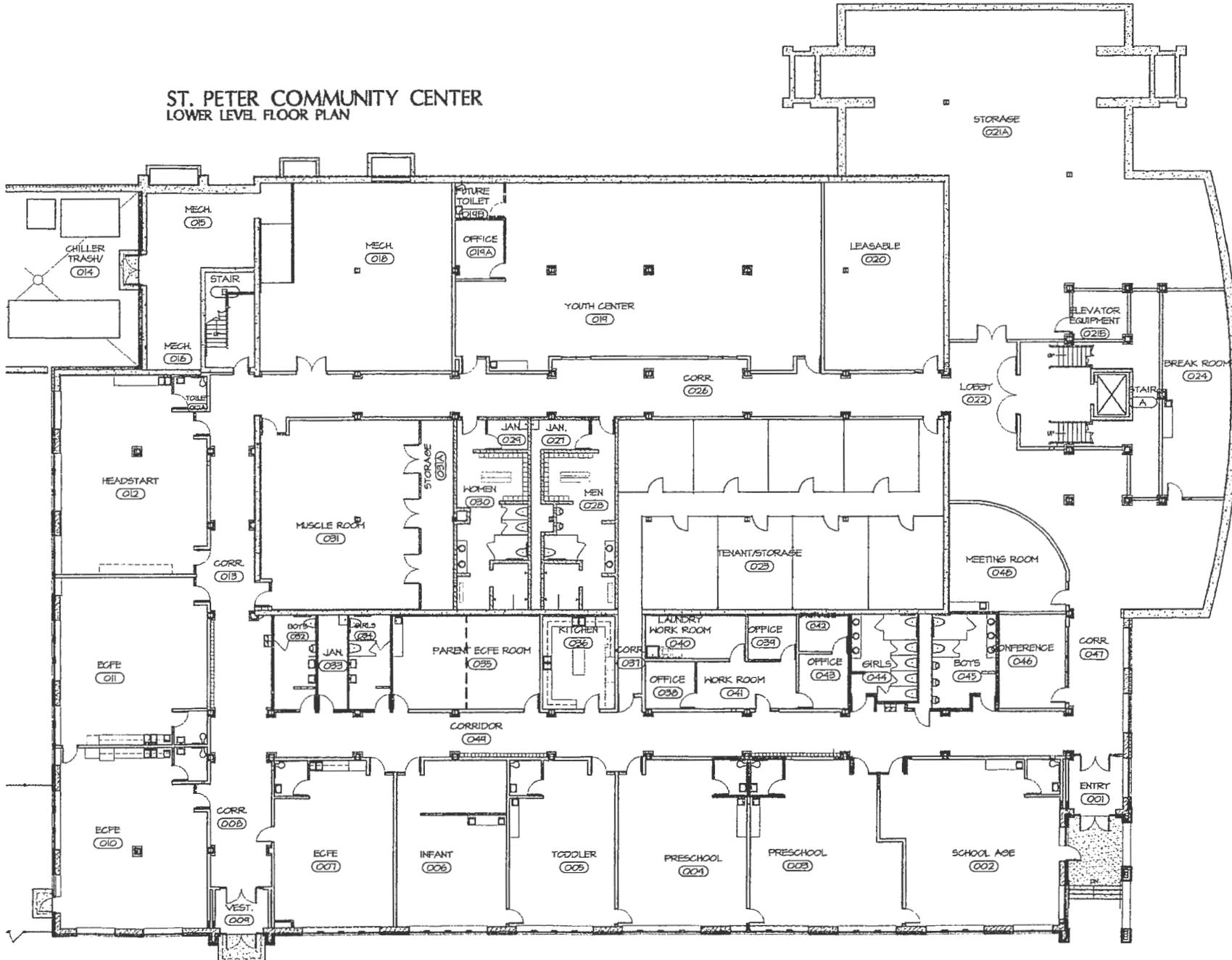
Modification of the Resolution: This is always an option of the City Council.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal

ST. PETER COMMUNITY CENTER
LOWER LEVEL FLOOR PLAN

LIBRARY



105



City of Saint Peter, Minnesota
Request for Proposals

**Opportunity to Lease Rooms 110,115,117 and 119
Located at the Saint Peter Community Center
600 South Fifth Street Saint Peter, MN 56082**

April XXX, 2016

To all Interested Parties:

The City of Saint Peter, Minnesota currently owns and will have available to lease four rooms on the first floor on the Saint Peter Community Center. The rooms are:

Parent Room 110 = 564 sq ft
Room 115 = 812 sq ft
Room 117 = 1112 sq ft
Room 119 = 1014 sq ft

Enclosed in this proposal document please find a floor plan for the first floor of the Community Center indicating the location of the rooms available for lease.

The following information is provided for your convenience and utilization. Inquiries regarding the proposal process or property may be directed to:

Jane Timmerman
Recreation and Leisure Services Director
600 South Fifth Street
Saint Peter, MN 56082
507.934.0667
jane@saintpetermn.gov

- I. **Project Location:** In the 600 block of South Washington Avenue. The facility is a multi-use community center with an estimated over 100,000 visitors annually for education, recreation, child care and social services. The building is generally open from 6 a.m. to 10 p.m. with some seasonal adjustment of building hours. The building features educational rooms, community use meeting and gathering spaces, a gymnasium and library.
- II. **Project Site and History:** The building was constructed in 2002.
- III. **Parking, Signage and Lease:**
 - Signage within the building is permitted as approved by the Director of Recreation and Leisure Services.
 - Off-street parking is provided, however, no designated parking is available.
 - A copy of a standard lease is attached for review. This document provides insight into the general lease provisions that the City provides to interested parties. This is not a lease offer, but rather is intended to give interested parties insight on potential lease provisions.

IV. **Timeline:** The rooms will be available in June of 2017. Successful proposals will include a clear description of the planned use of the room or rooms to be leased with special attention to the goals of the City Council which include:

- Use of building by organizations and businesses that can demonstrate a directed benefit to the larger community.
- Use or operation that can work collaboratively with other current building tenants.
- Uses that might benefit families, and specifically families with infant or young children.
- Uses that complement the current uses provided for in the Community Center.

V. **Submittals:** Proposals submitted by firms or individuals should address the following elements in the form of text, imagery, and work examples.

- A. Organizational/personal background and qualifications of the Lessee including organizational structure, name of Board members, owners and/or principles in the operation.
- B. Description of proposed use of the leased space (what type of business will you conduct or work will you do) including a description of who you will likely serve.
- C. A listing of the rooms you wish to lease and the monthly amount of money you are willing to pay for the lease, as well as the length of lease desired (example 60 months).

The City's evaluation of your submittal will focus on the respondent's ability to meet the goals articulated in Section IV. Additional considerations include the respondent's ability to adequately finance its' proposed operations, and respondents ability to promptly, professionally and effectively coordinate its' operation and impact on the larger Saint Peter community.

Additionally, preference will be given to:

- Respondents that will provide care for children and more specifically infants.
- Respondents that have an ability to support and participate in current programing at the Community Center
- Respondents that provide educational opportunities to families and children
- Respondents whose plan includes minimum changes to the layout or structure of the spaces proposed for lease. (Leasehold improvements to be paid by tenant.)

VI. **Process:** City Council will review the submittals, conduct interviews (if necessary), compile a comparative analysis of the submittals. Staff will present a recommendation to the City Council prior to the City entering into exclusive negotiations for the lease of the property. The City may hire such consultants or professionals as needed to assist in review of the submittals. If there is interest among potential respondents, City staff may schedule additional group or individual preliminary meetings with interested parties.

Respondents are requested to submit **three (3) copies** of their proposal for Council and staff review and comment to the City of Saint Peter, City Administrator, 227 South Front Street, Saint Peter, MN 56082 on or before **5:00 p.m., May 25th , 2016.**

- VII. **Waiver:** The City reserves the right to reject any or all submittals, to waive any informalities in the submittal procedure and to accept any submittal deemed by the City Council to be in the City's best interest. No submittal may be withdrawn within forty-five (45) days after the submittal deadline.
- VIII. **Additional Information:** Any questions related to this request for proposals, or requests for additional information may be directed to:

Jane Timmerman
Recreation and Leisure Services Director
600 South 5th St.
Saint Peter, MN 56082
507.934.0667
jane@saintpetermn.gov

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

**RESOLUTION AUTHORIZING RELEASE OF REQUEST FOR PROPOSALS FOR LEASE OF
SPACE IN THE COMMUNITY CENTER**

WHEREAS, the City, through its' Economic Development Authority, owns and operates a Community Center; and

WHEREAS, the City Council has established specific goals for rental of space in the Community Center; and

WHEREAS, School District #508 will be ending its' rental of space on the first floor of the Community Center in summer of 2017; and

WHEREAS, two current tenants in the building have expressed interest in leasing the soon to be vacated space; and

WHEREAS, staff recommends a process be established to receive proposals from any organization interested in lease of the space; and

WHEREAS, the City Council finds that receipt of proposals for the space would result in the highest and best use of the space.

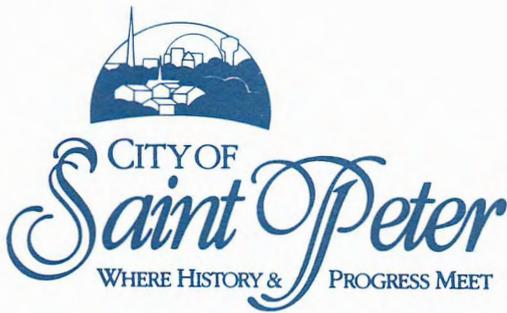
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: staff is directed to provide for a release of a Request For Proposals for lease of the Community Center space currently occupied by ECFE through the School District #508.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATED: April 14, 2016

FROM: Paula O'Connell
Finance Director

RE: Authorize solicitation of a 2016 Equipment Certificate.

ACTION/RECOMMENDATION

Authorize Solicitation of Bids for a \$365,000 Equipment Certificate.

BACKGROUND

Each year for the past 20+ years, the City has issued equipment certificates for the purchase of larger capital equipment with an expected life span of more than 5 years. The 2016 needs for equipment certificates have been discussed and the 2016 budgets were approved last December.

The 2016 General Fund capital equipment needs anticipated from an equipment certificate total \$366,425. These potential purchases discussed in December are not prioritized. The document software cost is still unknown as we are investigating the process to convert paper documents into an electronic document management program.

- \$30,000 – Police Utility Vehicle (\$26,000) with Equipment set up (\$4,000)
- Replace 13 computers from 2005-2009: \$9,425
- Scheduling software: \$3,000
- Body worn video camera system: \$15,000
- Bi-direction amplifier \$25,000
- Replace #16 Loader \$160,000
- Toro '16 mower for expanded park land \$99,000
- Ballfield Maintainer \$25,000
- ??? – Document management program software

Process - The first step is for the Council to authorize solicitation of bids for the equipment certificate debt issuance. Next, maybe during multiple meetings, you have already or will authorize bids on those items requiring bids based on the rules contained in the Purchasing Policy.

Five years ago, we tried to tighten the timelines in an effort to save interest costs. That means we are buying and have bought some of the items in the budget prior to issuance of the debt. Our goal here is to put the issuance of the debt as close to the need for cash as possible which in some instances, because of the relative size, may be after the purchase. Therefore, once we move forward and you establish the budget, stopping mid-stream and not approving an

issuance will cause difficulty. The alternative is to approve the budget and issuance and only purchase after you have accepted the bids of the debt issuance. That alternative costs more and can throw our timing off relative to State bid prices and anticipated increases in costs. This does not mean you have to make the budgeted purchase. It does mean if we get bad bids or you change your mind on the purchase, those dollars will be held to pay off the debt. We may lose some money because of transaction costs, but I would not anticipate the loss to be significant and could certainly be measured against any larger than anticipated bid.

We anticipate the total yearly debt to be about \$80,000 in each of the next five years based on last year's interest rate. This was planned for as a part of the 2016 budget.

You should note that any purchases that require bidding will go through the normal process of authorizing acceptance of bids and any money left over from the certificate will be reported to the Council and the Council would designate use of that money. In most instances you have used it to pay other equipment certificate debt. You should also note that we are only allowed to buy items on the approved budget. If there is a need for modification to that list for any reason that modification must first be approved by the Council.

Upon approval of the following resolution I will send bid forms to our local banks. Bids will be analyzed and presented at a future City Council meeting.

FISCAL IMPACT:

Depending on the interest rates at the time of the sale of these equipment certificates, the tax levy impact is anticipated to average \$80,000 per year for a five-year period. This levy will cover the purchase of the items listed above.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will await recommendation from the City Council.

Negative votes: Alternative funding will need to be determined for previously approved equipment certificate purchases.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

PO/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

STATE OF MINNESOTA
COUNTY OF NICOLLET
CITY OF SAINT PETER

**RESOLUTION AUTHORIZING SOLICITATION OF BIDS FOR \$365,000 IN EQUIPMENT
CERTIFICATES**

WHEREAS, Minnesota Statutes, Section 412.301 authorizes the City Council of the City of Saint Peter, Minnesota (the "City"), to issue certificates of indebtedness within existing debt limits for the purpose of purchasing capital equipment; and

WHEREAS, said Statute also provides that if the amount of the certificates to be issued to finance such equipment does not exceed 0.25% of the market value of the City, said certificates can be issued without publication or referendum; and

WHEREAS, the Council contemplates issuing General Obligation Equipment Certificates, Series 2016 (the "Certificates") for said purposes in an amount which does not exceed 0.25% of the market value of the City, excluding money and credits; and

WHEREAS, the City occasionally purchases equipment which is best funded through the issuance of equipment certificates.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

1. Necessity to Issue Certificates. That it is necessary, and expedient for the City Council to issue the Certificates, pursuant to Minnesota Statutes, Section 412.301 in the amount of \$365,000 for the purpose of financing the acquisition of certain capital equipment for the City.
2. Certificates NOT in Excess of 0.25% of Market Value of City. The amount of said Certificates is hereby determined and declared to be less than 0.25% of the market value of the City, excluding money and credits.
3. The Director of Finance is hereby instructed to solicit bids on a competitive basis for a 2016 Equipment Certificate of Indebtedness in the amount of \$365,000 to purchase the following equipment:

<u>Equipment</u>	<u>AMOUNT</u>
a. Police Utility vehicle	\$ 30,000
b. Computers/software	\$ 12,425
c. Body worn video camera system	\$ 15,000
d. Bi-directional amplifier	\$ 25,000
e. Loader replacement	\$160,000
f. Toro mower	\$ 99,000
g. Ballfield Maintainer	<u>\$ 25,000</u>
Total	\$366,425

4. The Equipment Certificate shall be repaid over a period not to exceed five (5) years.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 25th day of April, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

PROCLAMATION

“ARBOR DAY AND ARBOR MONTH”

WHEREAS, Minnesota’s forest treasures were a significant attraction to early settlers because of their usefulness and the beautiful environment they protected; and

WHEREAS, trees are an increasingly vital resource in Minnesota today, enriching our lives by purifying air and water, helping conserve soil and energy, serving as recreational settings, providing habitat for wildlife of all kinds, and making our cities more livable; and

WHEREAS, Arbor Day was founded on April 10, 1872 by J. Sterling Morton at Nebraska City, Nebraska; and

WHEREAS, in 1876 Minnesota became the fourth state to adopt Arbor Day; and

WHEREAS, the citizens of Saint Peter have proudly participated in the celebration of Arbor Day and Arbor Month for many years; and

WHEREAS, Arbor Day is typically celebrated on the last Friday of April.

NOW, THEREFORE, I, Charles Ziemann, Mayor the City of Saint Peter, Minnesota, do hereby proclaim April 29, 2016 as “ARBOR DAY” and May, 2016 as “ARBOR MONTH” in the City and encourage citizens to participate in tree planting activities at their homes and businesses. In witness whereof, I have hereunto set my hand and caused the seal of the City of Saint Peter to be affixed this 25th day of April, 2016.

Charles Ziemann
Mayor

ATTEST:

Todd Prafke
City Administrator

