

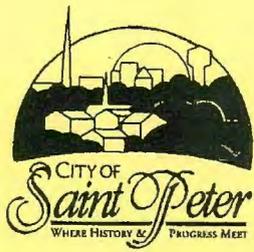
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, June 13, 2016
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. PUBLIC HEARINGS**
 - A. Annexation of Property Request
 - B. Housing Tax Increment Financing District
- IV. 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. Adoption of Tax Increment Financing Plan
 - B. Sale of 2016 GO Tax Increment Financing Bonds
 - C. Hospital Ambulance Purchase
 - D. Revolving Loan Request: Chabeans LLC
- VIII. REPORTS**
 - A. MAYOR**
 - B. CITY ADMINISTRATOR**
 - 1. RP3 Designation
 - 2. Goal Session Report
 - 3. 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. **PUBLIC HEARINGS**

A. **PUBLIC HEARING ON ANNEXATION REQUEST BY WENNER-UNDERWOOD FARMS**

A public hearing has been scheduled at this time to receive comment on the request by Wenner-Underwood Farms to annex a parcel of land located at the intersection of West Broadway Avenue and Gardner Road. Notice of the public hearing has been duly published in the St. Peter Herald and affected property owners have been notified. Action to consider adoption of the proposed annexation will be considered at a future City Council meeting.

B. **PUBLIC HEARING ON ESTABLISHMENT OF HOUSING TAX INCREMENT FINANCING DISTRICT**

A public hearing has been scheduled at this time to receive comment on the proposed establishment of a housing Tax Increment Financing district that will be used to finance construction of public improvements in Traverse Green Subdivision. Notice of the public hearing has been duly published in the St. Peter Herald and affected property owners have been notified. Action to consider adoption of the proposed Tax Increment Financing district will be considered under NEW BUSINESS.

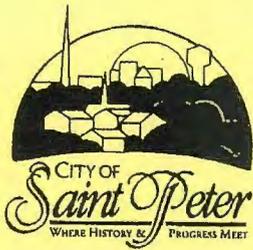
IV. **APPROVAL OF MINUTES**

A copy of the minutes of the May 23, 2016 regular Council meeting is attached for approval. A MOTION is in order.

V. **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.

VI. APPROVAL OF CONSENT AGENDA ITEMS

The consent agenda, including approval of the schedule of disbursements for May 18, 2016 through June 8, 2016, is attached. Please see the attached staff reports and RESOLUTION.

VII. UNFINISHED BUSINESS

None scheduled.

VIII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION ESTABLISHING A HOUSING TAX INCREMENT FINANCING DISTRICT

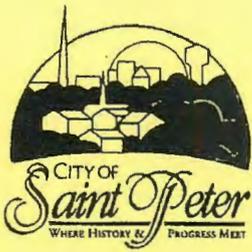
Following the public hearing, it is appropriate to consider adoption of a resolution establishing a housing Tax Increment Financing district to finance the public improvements in Traverse Green Subdivision. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION APPROVING SALE OF 2016 GENERAL OBLIGATION TAX INCREMENT FINANCING BONDS

Bids for the sale of general obligation tax increment financing bonds in the amount of \$2,405,000 were received by David Drown Associates on behalf of the City. Shannon Sweeney will present a recommendation on sale of the bonds at the meeting on Monday evening. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING PURCHASE OF AMBULANCE FOR RIVER'S EDGE HOSPITAL AND CLINIC

The Hospital Commission is requesting approval for request of a replacement ambulance. Bids were received and will be presented by Hospital CEO Rohrich at Monday's meeting. Please see the attached staff report and RESOLUTION.



D. ADOPTION OF A RESOLUTION APPROVING REVOLVING LOAN REQUEST FOR CHABEANS LLC (PATRICKS ON THIRD)

The EDA recommends approval of a revolving loan to Chabeans LLC dba Patrick's On Third, for renovation of the restroom facilities at that site. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON APPA RP3 DESIGNATION

A report will be provided at this time on the recent "RP3 Designation" awarded to the City of Saint Peter Electric Utility by the American Public Power Association.

2. REPORT ON GOAL SESSION DISCUSSION

A report will be provided at this time on discussion at the June 6, 2016 City Council goal session.

3. OTHERS

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

X. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

PUBLIC HEARING PROCESS AND PROCEDURES

Public hearings conducted at City Council meetings will include an opportunity for the general public and interested parties to hear and see all information and to ask questions, provide additional information, express support or opposition, and/or suggest modifications to the proposal.

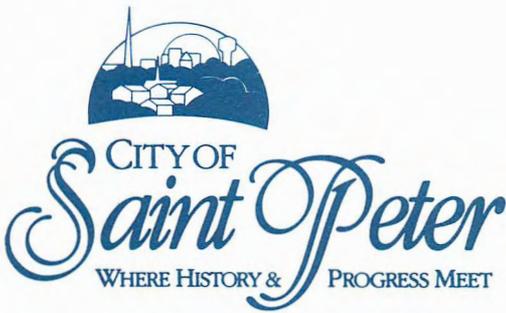
The Mayor will conduct the public hearing. He/she will explain the procedure to be followed before the hearing begins. The public will be allowed to participate and must follow the rules of conduct. Hearings are formal proceedings and will be conducted as such. While everyone will be given an opportunity to participate, comments should be germane to the topic at hand and concise. If many people share the same viewpoint, the City Council encourages the appointment of a spokesperson to avoid repetitive testimony.

The public hearing will be conducted in the following manner:

1. Staff Presentation - City staff, or consultants employed by the City, will identify the issue of the hearing, explain any pertinent laws or regulations associated with the issue; and the steps being taken by the City.
2. Applicant's Presentation - In this portion of the hearing, the applicant (if applicable) has the opportunity to present his or her case. However, no statement either for or against the proposal should be accepted at this point.
3. Public Comment – Once staff and the applicant have completed their background information, the public will be allowed to speak.

All speakers in the public comment portion of the hearing will be limited to five (5) minutes. The Mayor may allow extended time at his/her discretion. All speakers will be encouraged to present factual evidence for public consideration and to refrain from broad statements without any basis of fact. Speakers may provide written materials to the Council. The Council will listen to testimony, but will refrain from engaging in discussion with the speakers.

After all evidence and testimony has been received and everyone has been given an opportunity to be heard, the public hearing will be closed by the Mayor. Action on the hearing issue may or may not be scheduled for later in the meeting. If action is to be taken, the City Council will discuss the issue in open session. During the Council discussion portion of the meeting, citizens will no longer be allowed to participate.



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 6/10/2016

FROM: Todd Prafke
City Administrator

RE: Public Hearing: Annexation Request

ACTION/RECOMMENDATION

Hold a public hearing providing for public input on a request by Wenner-Underwood Farms for annexation of a portion of land located at the intersection of West Broadway Avenue and Gardner Road.

BACKGROUND

Wenner-Underwood Farms has petitioned for the annexation of a parcel of land located at the intersection of West Broadway Avenue and Gardner Road. As provided for in State Statutes, a public hearing has been scheduled for the June 13, 2016 meeting to receive public comment on the proposed annexation.

Action on the proposed annexation will be scheduled at a future City Council meeting.

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

TP/bal

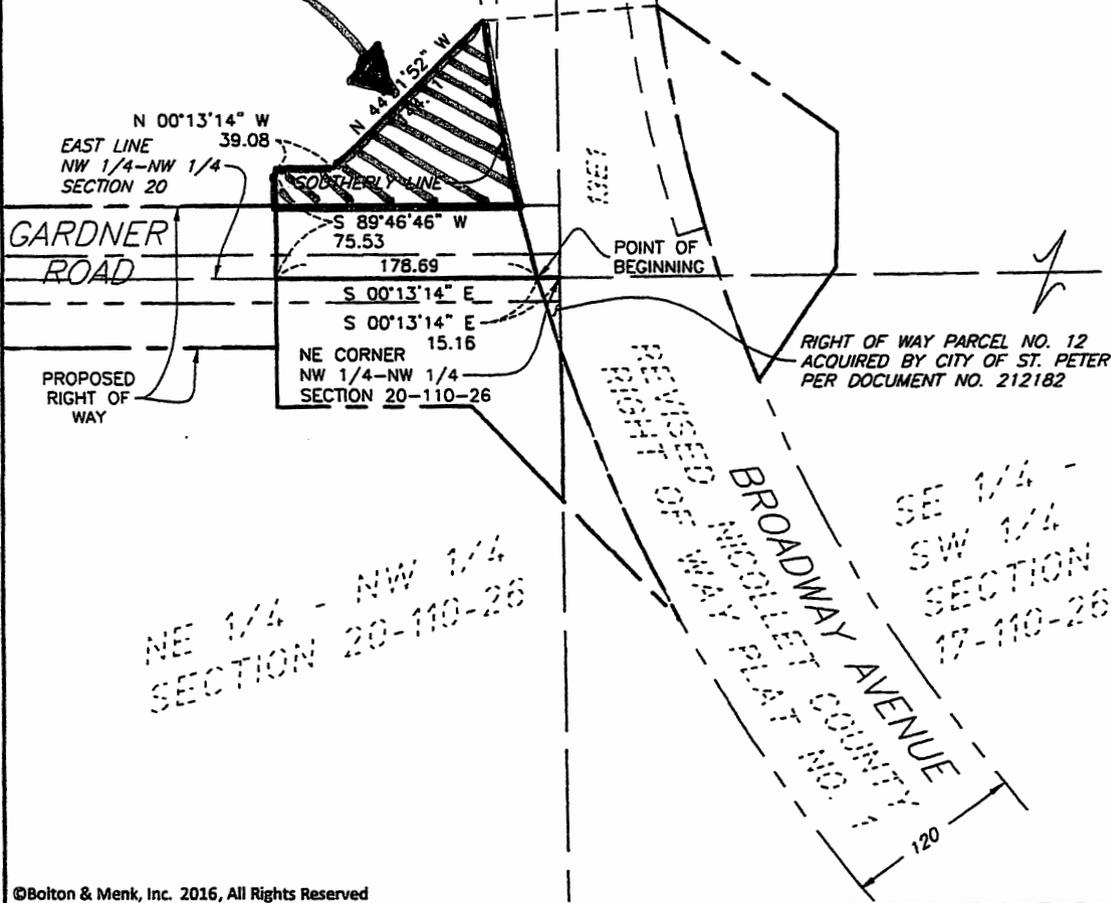


NW 1/4 - NW 1/4 SECTION 20-110-26

SW 1/4 - SW 1/4 SECTION 17-110-26

Subject Parcel

PARCEL 17 NICOLLET
C.S.A.H. NO. 5 COUNTY
(FORT ROAD) RIGHT OF WAY
PARCEL 16 PLAT NO. 27



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ANNEXATION EXHIBIT
SAINT PETER, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE
MANKATO, MINNESOTA 56001
(507) 625-4171

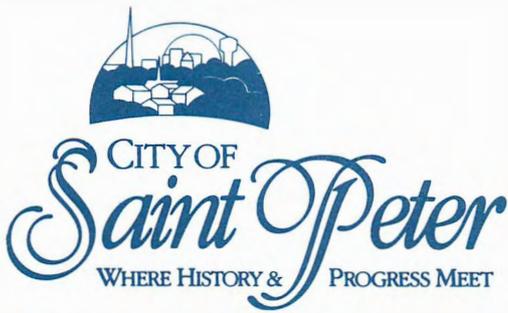
PART OF THE NW 1/4 - NW 1/4,
SECTION 20-110-26

FOR: CITY OF SAINT PETER



26

JOB NUMBER: M14.109982



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 6/10/2016

FROM: Todd Prafke
City Administrator

RE: Public Hearing: Establishment of Housing Tax Increment Financing District

ACTION/RECOMMENDATION

Provide for a public hearing as required by State Statutes regarding establishment of a Housing Tax Increment Financing district.

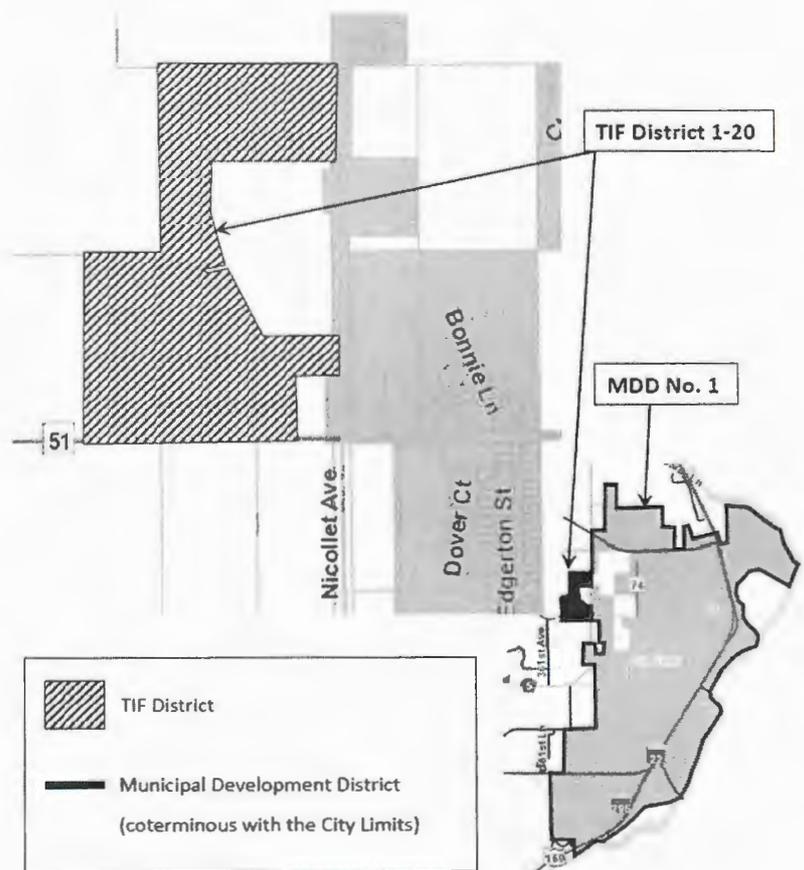
BACKGROUND

With the development of Traverse Green Subdivision it is necessary to establish a housing Tax Increment Financing district that will be used as a financing tool for installation of public improvements. As provided for in State Statutes, a public hearing has been scheduled for the June 13, 2016 meeting to receive public comment on the proposed establishment of the district.

Action on the proposed Tax Increment Financing district is scheduled later in the agenda under "NEW BUSINESS".

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

TP/bal



CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
MAY 23, 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 May 23, 2016.

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

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

Approval of Minutes – A motion was made by Kvamme, seconded by Pfeifer, to approve the minutes of the May 9, 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 May 9, 2016 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – In motion by Kvamme, seconded by Parras, Resolution No. 2016-87 entitled, "Resolution Approving Consent Agenda", was introduced. A complete copy of Resolution No. 2016-87 is contained in the City Administrator's book entitled Council Resolutions 21.

Solace Project Support Request – City Administrator Prafke provided information on a request submitted by Southwest Minnesota Housing Partnership (SWMHP) for City support for the Solace housing project. Prafke noted the request was three-fold and included general support for the project; an agreement to establish a Tax Increment Financing housing district to support the project; and to provide for sale of approximately three acres of City owned land at \$1.05 per square foot for the project. SWMHP CEO Rick Goodemann addressed the Council to provide a refresher on the project for construction of a thirty (30) unit "intensive care facility for people in the criminal justice system". Goodemann indicated the project, which had come about at the request of local Judge Allison Krehbiel, would cost \$7.1 million to construct and would include one, two and three bedroom units. City Administrator Prafke reminded Council that because the support would include sale of City-owned land, the Councilmembers would have further input on the exterior design of the building if the project moved forward to construction. Councilmember Brand expressed his opinion that the latest version of the Solace Project, which has previously been before the Council, was the best design for the community. Mayor Zieman indicated he had a problem with the proposed location, (in the North Industrial Park near the Sunrise Water Tower), but felt the latest proposal was the most appropriate. In motion by Pfeifer, seconded by Brand, Resolution No. 2016-88 entitled "Resolution Supporting Southwest Minnesota Housing Partnership Proposed Solace Housing Project" was introduced. Upon roll call, Councilmembers Grams, Pfeifer, Kvamme, Brand, and Parras voting aye, Mayor Zieman voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-88 is contained in the City Administrator's book entitled Council Resolutions 21.

Traverse Green Subdivision Development Services Contract – City Administrator Prafke recommended SWMHP be retained to provide for pre-development services related to Traverse Green Subdivision at a cost of \$48,500 to be funded by lot sales. Prafke noted SWMHP had provided similar services for both Nicollet Meadows and Washington Terrace Subdivisions. In motion by Grams, seconded by Kvamme, Resolution No. 2016-89 entitled “Resolution Approving Execution Of Contract For Pre-Development Services With Southwest Minnesota Housing Partnership”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-89 is contained in the City Administrator’s book entitled Council Resolutions 21.

2016 Equipment Certificate Proposal Acceptance – Finance Director O’Connell recommended acceptance of the lowest cost proposal for sale of \$365,000 in general obligation equipment certificates from Wells Federal Bank with interest rates ranging from 1.25% to 1.85% for a five year issuance. Paula noted the interest cost of the issuance would be \$18,067.50 and closing would occur on June 1st. Councilmembers Brand and Parras commented on the Police body camera purchase, which was included in the budget for the 2016 equipment certificate, would be impacted by recent legislative action related to the use of the cameras and privacy rights. In motion by Kvamme, seconded by Brand, Resolution No. 2016-90 entitled “Resolution Awarding The Sale Of \$365,000 General Obligation Equipment Certificates Of Indebtedness Of 2016; Fixing The Form And Specifications Thereof; And Providing For Their Payment”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-90 is contained in the City Administrator’s book entitled Council Resolutions 21.

City Assistance Request: BluesFest – City Administrator Prafke recommended approval of a request for City assistance for the St. Peter Ambassador’s BluesFest event to be held in Minnesota Square Park on June 11th. Prafke recommended approval as outlined in the proposed resolution. Councilmember Parras indicated he had received comments after last years’ BluesFest event about a lack of handicap parking spaces for the event and that handicap parking had been allowed on the grass in the park. Prafke indicated parking on the grass by visitors is never allowed and City staff would be assigned to deal with the issue on the day of the event. In motion by Pfeifer, seconded by Brand, Resolution No. 2016-91 entitled “Resolution Approving Request For City Assistance For ‘BluesFest’”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-91 is contained in the City Administrator’s book entitled Council Resolutions 21.

City Assistance Request: Fourth of July – City Administrator Prafke recommended approval of the Chamber of Commerce request for City assistance related to Fourth of July events. Prafke reviewed the proposed assistance and the responsibilities of the Chamber of Commerce. Councilmember Pfeifer noted the event was the 46th annual celebration. In motion by Grams, seconded by Parras, Resolution No. 2016-92 entitled “Resolution Authorizing City Assistance For Fourth Of July Event”, was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-92 is contained in the City Administrator’s book entitled Council Resolutions 21.

Tree Worker’s License Applications – City Administrator Prafke recommended approval of two tree worker license applications. Staff noted there should be a correction to the name of the stump removal company which should be Brooks Stump Removal. A motion was made by Kvamme, seconded by Brand, to introduce Resolution No. 2016-93 entitled “Resolution Approving New License Application”, with the correct to the applicant name. Upon roll call, with

all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-93 is contained in the City Administrator's book entitled Council Resolutions 21.

Reports

Mayor's Report – Mayor Zieman reported he had participated in a welcome for area Firefighters at a training event in Saint Peter. Zieman also encouraged residents to attend the Memorial Day ceremony at Minnesota Square Park. Finally, Zieman thanked the members of the City Council for having the ability to get past their differences of opinion and get along as a group.

Bike Rodeo Recap – City Administrator Prafke reported attendance at the first ever bike rodeo included over 300 participants and staffs at the Police Department and River's Edge Hospital and Clinic were already planning next year's event.

Transit Update – City Administrator Prafke reported the Counties of Blue Earth, Le Sueur, and Nicollet had decided to undertake a regional transit system on their own and the City of Saint Peter would focus on joint efforts with the City of Le Sueur.

Hospital Awards – City Administrator Prafke announced River's Edge Hospital and Clinic had been named recipients of the "Best Minnesota Hospital Workplace" and "Patient Safety Improvement" awards by the Minnesota Hospital Association.

Goal Session Rescheduled – City Administrator Prafke reported the Goal Session originally scheduled for May 31st had been rescheduled for June 6th at 3:00 p.m.

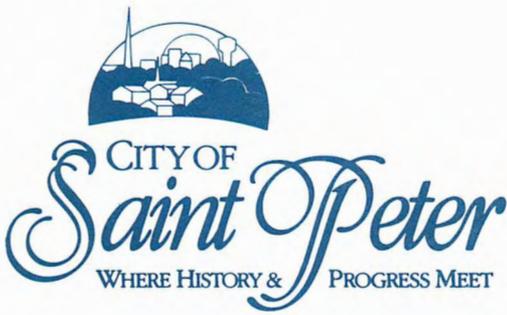
Mayor Zieman congratulated City Administrator Prafke on receiving his Masters of Business Administration degree from Hamline University.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:40 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/1/2016

FROM: Pete Moulton
Director of Public Works

RE: Streetlight LED Heads for Traverse Green Subdivision

ACTION/RECOMMENDATION

Authorize the purchase of 25 – traditionaire LED decorative post top luminaire streetlight heads from Wesco Inc. of Mankato, Minnesota in the amount of \$11,666.75

BACKGROUND

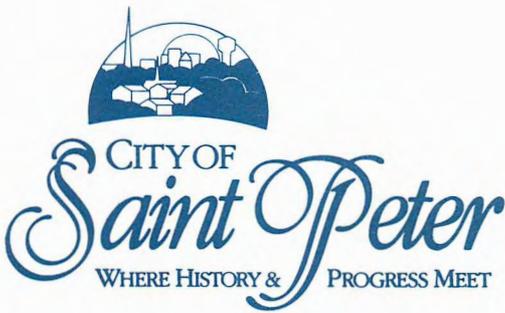
In anticipation of the need for streetlights for the new Traverse Green subdivision staff requested formal written proposals for the delivery of the streetlight LED heads. The bases and poles will be supplied from our current electric inventory and the new LED heads mounted on them. The request was posted on the public notices page of the City's website and two proposals were received. They include:

<u>VENDOR</u>	<u>Units/Cost</u>	<u>Total Cost</u>
Wesco	\$466.67	\$11,666.75
Border States	\$645.00	\$16,125.00

Staff recommends accepting the proposal from Wesco Inc. of Mankato, Minnesota in the total amount of \$11,666.75.

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: 6/7/2016

FROM: Pete Moulton
Director of Public Works

RE: 1/0 15kV Primary Electrical Wire for Inventory

ACTION/RECOMMENDATION

Approve the purchase of 1/0 15 kV primary electric wire from WESCO of Des Moines, Iowa in the amount of \$1.719 per foot for a total of \$25,785.

BACKGROUND

The Electric Utility posted a request for formal written proposals on the City's website for purchase of six reels of 1/0 15kV primary electric wire totaling 15,000 feet. Two vendors submitted proposals for purchase and delivery of this specified primary electric wire. The wire is primary underground wire and will be used to expand our electrical distribution system this summer as the need arises and to replenish the inventory used during the 2016 calendar year.

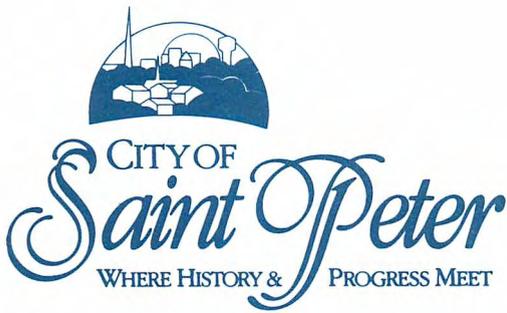
The following proposals were received:

<i>Vendor:</i>	<i>Price/Foot</i>	<i>Length/Feet</i>	<i>Total Cost with Delivery</i>
WESCO	\$1.719	15,000	\$25,785
RESCO	\$2.083	15,000	\$31,245

Staff recommends that lowest cost proposal from WESCO of Des Moines, Iowa be accepted.

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

PM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/7/2016

FROM: Pete Moulton
Director of Public Works

RE: 1500 KVA Three-Phase Transformer for Gustavus Adolphus College

ACTION/RECOMMENDATION

Authorize RESCO of Moorhead, Minnesota to furnish and deliver a 1500 KVA three-phase transformer for installation at Gustavus Adolphus College in the amount of \$20,997.

BACKGROUND

Gustavus Adolphus College is in the process of beginning renovations to the Heating Plant with the addition of a new chiller. This addition requires an increase in the electrical service to the facility. City Staff has been working to relocate the primary cable and transformer and need to upgrade the transformer from the existing 500 KVA to the newly proposed 1500 KVA transformer.

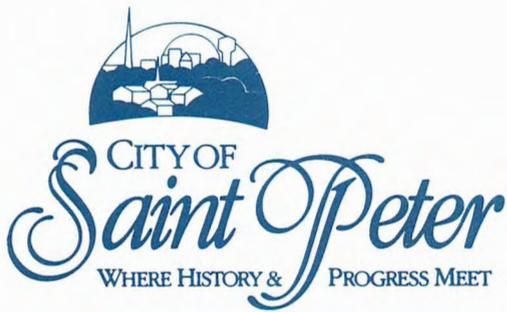
Staff received written proposals on the specification advertised on the City's website and the initial capital cost is identified below. The City also completed a 30-year total cost of ownership on the proposed transformers and the best value for the City is the Ermco transformer supplied by RESCO because of the economic comparison over the life of the unit. The following formal written proposals were received:

1500 KVA Three-Phase Transformers	Initial Capital Cost	30-Year Total Cost of Ownership
BORDER STATES	\$19,096	\$192,135
RESCO (Ermco)	\$20,997	\$179,324
ABB	\$21,666	\$189,837
CG POWER	\$22,430	\$196,586

Staff recommends purchasing the new transformer from RESCO in the amount of \$20,997. Funding for the purchase shall be from the 2015 Electric Utility fund.

If you have any additional questions on this agenda item, please feel free to contact me.

PM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/10/2016

FROM: Cindy Moulton
Administrative Secretary

RE: Renewal License Applications

ACTION/RECOMMENDATION

Provide approval of license applications.

BACKGROUND

The Elk Foundation has submitted a Temporary Gambling license application in order to hold a raffle at their annual fundraiser. The event will take place at Johnson Hall, 400 Union Street on February 18, 2017.

TNT Fireworks has submitted a Transient Merchant license application to allow them to sell fireworks on a temporary basis. The fireworks sales will be located at Family Fresh parking lot, 612 South Minnesota, from June 20, 2016 – July 6, 2016.

The St. Peter Jaycees will be hosting the beer garden at the Nicollet County Fair August 10 – 13, 2016. They have applied for a Temporary On Sale Liquor license in order to sell strong beer and wine.

The St. Peter Jaycees will be selling soda at the BluesFest on June 11, 2016. They have applied for a Temporary Soft Drink license. City Administrator Todd Prafke has approved the license contingent upon City Council approval.

Quality Tree Service and Mankato Landshapes have each submitted a renewal application for their Tree Worker license. The licensing period for each of the tree workers will be June 14, 2016 – April 30, 2017. If approved, a total of ten Tree Worker licenses would be in effect.

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

CKM



TO: Todd Prafke
City Administrator

DATE: June 7, 2016

FROM: Paula O'Connell
Director of Finance

A handwritten signature in cursive script, appearing to read "P.O.", is written next to the name Paula O'Connell.

RE: Surplus Property

Background

We have inventoried the equipment stored in the basement and have arrived at this list of unused or damaged property.

This is a list of "Surplus items for Disposal". Most of the computers were taken out of service because they no longer could keep up with newer software, or they were failing. These computers were replaced with newer computers running Windows 10. The useable parts such as hard drives, ram, and a few power supplies have been taken out of the computers. It is recommended to properly dispose of these items.

Fiscal Impact:

The Items can be disposed of at no cost.

If you have any questions, please contact me.

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4 THE TEAM, LLC	uniforms	GENERAL FUND	POLICE	107.94
	cso uniform	GENERAL FUND	COMMUNITY SERVICE	25.00
	embroidery park ranger	GENERAL FUND	PARKS	30.00
	embroidery Jim, Curtis	WATER	ADMIN AND GENERAL	30.00
	TOTAL:			192.94
ADS CONCRETE LIFTING	may curb & gutter	GENERAL FUND	STREETS	950.00
	TOTAL:			950.00
AFFILIATED CREDIT SERVICES	may collections	ELECTRIC FUND	CUSTOMER ACCOUNTS	8.33
	TOTAL:			8.33
AG SPRAY EQUIPMENT	asphalt sprayer fittings	GENERAL FUND	STREETS	12.16
	TOTAL:			12.16
ALPHA WIRELESS COMMUNICATIONS CO	ltr radio maintenance	GENERAL FUND	MUNICIPAL BUILDING	59.51
	ltr radio maintenance	GENERAL FUND	PUBLIC WORKS ADMIN	83.31
	pw new radios- seasonal us	GENERAL FUND	STREETS	1,048.66
	pw new radios- seasonal us	GENERAL FUND	PARKS	1,048.66
	ltr radio maintenance	WATER	ADMIN AND GENERAL	57.02
	ltr radio maintenance	WASTE WATER FUND	ADMIN AND GENERAL	51.57
	ltr radio maintenance	ELECTRIC FUND	ADMIN AND GENERAL	51.59
	TOTAL:			2,400.32
AMAZON	receipt rolls	GENERAL FUND	POLICE	16.44
	ink	GENERAL FUND	STREETS	41.00
	ink	GENERAL FUND	PARKS	32.80
	ink	GENERAL FUND	ECONOMIC DEVMT	96.92
	library materials	LIBRARY FUND	LIBRARY	378.29
	ink	WATER	ADMIN AND GENERAL	16.40
	ink	WASTE WATER FUND	ADMIN AND GENERAL	16.40
	ink	ENVIRON SERVICES F	ADMIN AND GENERAL	16.39
	ink	ELECTRIC FUND	ADMIN AND GENERAL	41.00
	TOTAL:			655.64
AMERICAN PAYMENT CENTERS	drop box rental	WATER	CUSTOMER ACCOUNTS	19.50
	drop box rental	WASTE WATER FUND	CUSTOMER ACCOUNTS	19.50
	drop box rental	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	19.50
	drop box rental	ELECTRIC FUND	CUSTOMER ACCOUNTS	19.50
	TOTAL:			78.00
ANDRESEN PLUMBING AND HEATING	gorman park toilet repair	GENERAL FUND	PARKS	1,204.00
	TOTAL:			1,204.00
AUDIO EDITIONS	new adult audio	LIBRARY FUND	LIBRARY	283.66
	replacement disc	LIBRARY FUND	LIBRARY	8.00
	TOTAL:			291.66
AUTOMATIC SYSTEMS CO.	well 16 repair	WATER	SOURCE OF SUPPLY	635.65
	TOTAL:			635.65
BATTERIES PLUS	batteries	WASTE WATER FUND	SOURCE/TREATMENT	107.70
	TOTAL:			107.70
BOBCAT OF MANKATO	#614 mower blads	GENERAL FUND	PARKS	44.43
	TOTAL:			44.43

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BORDER STATES ELECTRIC SUPPLY	6v battery	WASTE WATER FUND	SOURCE/TREATMENT	190.20
	light bulb	WASTE WATER FUND	SOURCE/TREATMENT	128.88
	#767 flush box quartzite w	ELECTRIC FUND	NON-DEPARTMENTAL	4,110.00
	#493 parrallel con	ELECTRIC FUND	NON-DEPARTMENTAL	1,069.65
	#420 4pt junctions	ELECTRIC FUND	NON-DEPARTMENTAL	300.00
	TOTAL:			5,798.73
BRYAN ROCK PRODUCTS INC	red ball diamond agglime	GENERAL FUND	PARKS	518.71
	TOTAL:			518.71
C & S SUPPLY CO INC	uniform allowance mike w	GENERAL FUND	MUNICIPAL BUILDING	79.98
	saw blade	GENERAL FUND	SWIMMING POOL	132.26
	boots frank	GENERAL FUND	PARKS	74.17
	uniform Jason m	GENERAL FUND	PARKS	146.94
	boots grant g.	WATER	ADMIN AND GENERAL	135.86
	boots jim v, fred p	WASTE WATER FUND	ADMIN AND GENERAL	166.83
	uniform allowance fred p	WASTE WATER FUND	ADMIN AND GENERAL	99.96
	boots ken kr, tom t.	STORMWATER FUND	ADMINISTRATION AND GEN	195.22
	TOTAL:			1,031.22
	C. EMERY NELSON, INC.	cartridge filters	WATER	PURIFICATION AND TREAT
TOTAL:				4,797.00
CENTERPOINT ENERGY MINNEGASCO	gas	GENERAL FUND	FIRE	79.31
	gas	GENERAL FUND	STREETS	52.39
	gas	GENERAL FUND	SWIMMING POOL	45.43
	gas	GENERAL FUND	PARKS	41.91
	gas	LIBRARY FUND	LIBRARY	387.31
	gas	COMMUNITY CENTER	COMMUNITY CENTER	1,165.71
	gas	WATER	PURIFICATION AND TREAT	202.54
	gas	WATER	PURIFICATION AND TREAT	43.08
	gas	WATER	ADMIN AND GENERAL	20.96
	gas	WASTE WATER FUND	COLLECTOR/LIFT STAT	16.37
	gas	WASTE WATER FUND	SOURCE/TREATMENT	367.32
	gas	WASTE WATER FUND	ADMIN AND GENERAL	20.96
	gas	ENVIRON SERVICES F	ADMIN AND GENERAL	20.96
	gas	ELECTRIC FUND	ADMIN AND GENERAL	52.39
TOTAL:			2,516.64	
CHARD TILING & EXCAVATING	sewer cleaning labor	WASTE WATER FUND	NON-DEPARTMENTAL	975.50-
	2014 old mn, st.j., ph 2,	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	3,025.00
	TOTAL:			2,049.50
CHEMISOLV CORP	ferric cholride	WASTE WATER FUND	BIOSOLIDS	4,044.71
	TOTAL:			4,044.71
CITY OF MANKATO	#210 6" ductile iron pipe	WATER	DISTRIBUTION AND STORA	163.76
	TOTAL:			163.76
COLE PAPERS INC	wipes, towels, glass clean	GENERAL FUND	STREETS	102.54
	scrub bucket	GENERAL FUND	STREETS	21.41
	batteries	GENERAL FUND	STREETS	12.08
	copy paper	GENERAL FUND	RECREATION/LEISURE SER	150.20
	wipes, tp, cleaners	GENERAL FUND	SWIMMING POOL	627.36
	wipes, towels, glass clean	GENERAL FUND	PARKS	102.54
	scrub bucket	GENERAL FUND	PARKS	21.41

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	batteries	GENERAL FUND	PARKS	12.08
	copy paper	LIBRARY FUND	LIBRARY	35.80
	cleaning supplies	LIBRARY FUND	LIBRARY	204.56
	vacuum cordless	COMMUNITY CENTER	COMMUNITY CENTER	164.14
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	818.22
	wipes, towels, glass clean	WATER	DISTRIBUTION AND STORA	51.27
	scrub bucket	WATER	DISTRIBUTION AND STORA	10.71
	batteries	WATER	DISTRIBUTION AND STORA	6.04
	wipes, towels, glass clean	WASTE WATER FUND	SOURCE/TREATMENT	51.27
	scrub bucket	WASTE WATER FUND	SOURCE/TREATMENT	10.71
	batteries	WASTE WATER FUND	SOURCE/TREATMENT	6.04
	wipes, towels, glass clean	ENVIRON SERVICES F	REFUSE DISPOSAL	51.27
	tyvek suits	ENVIRON SERVICES F	REFUSE DISPOSAL	169.15
	scrub bucket	ENVIRON SERVICES F	REFUSE DISPOSAL	10.71
	batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	6.04
	wipes, towels, glass clean	ELECTRIC FUND	POWER DISTRIBUTION	102.54
	scrub bucket	ELECTRIC FUND	POWER DISTRIBUTION	21.41
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	12.08
	wipes, towels, glass clean	STORMWATER FUND	TREATMENT	51.27
	scrub bucket	STORMWATER FUND	TREATMENT	10.69
	batteries	STORMWATER FUND	TREATMENT	6.04
			TOTAL:	2,849.58
COMPUTER TECHNOLOGY SOLUTIONS, INC.	virus removal	GENERAL FUND	CITY ADMINISTRATION	24.81
	anti virus renewal	GENERAL FUND	CITY ADMINISTRATION	154.39
	virus removal	GENERAL FUND	FINANCE	89.34
	anti virus renewal	GENERAL FUND	FINANCE	555.88
	virus removal	GENERAL FUND	POLICE	114.15
	anti virus renewal	GENERAL FUND	POLICE	710.29
	virus removal	GENERAL FUND	FIRE	14.89
	anti virus renewal	GENERAL FUND	FIRE	92.65
	virus removal	GENERAL FUND	BUILDING INSPECTOR	14.89
	anti virus renewal	GENERAL FUND	BUILDING INSPECTOR	92.65
	virus removal	GENERAL FUND	PUBLIC WORKS ADMIN	34.74
	anti virus renewal	GENERAL FUND	PUBLIC WORKS ADMIN	216.18
	virus removal	GENERAL FUND	STREETS	9.93
	anti virus renewal	GENERAL FUND	STREETS	61.76
	virus removal	GENERAL FUND	RECREATION/LEISURE SER	64.52
	anti virus renewal	GENERAL FUND	RECREATION/LEISURE SER	401.47
	virus removal	GENERAL FUND	PARKS	4.96
	anti virus renewal	GENERAL FUND	PARKS	30.88
	virus removal	GENERAL FUND	ECONOMIC DEVMT	9.93
	anti virus renewal	GENERAL FUND	ECONOMIC DEVMT	61.76
	virus removal	LIBRARY FUND	LIBRARY	158.82
	anti virus renewal	LIBRARY FUND	LIBRARY	988.24
	virus removal	PUBLIC ACCESS	PUBLIC ACCESS	4.96
	anti virus renewal	PUBLIC ACCESS	PUBLIC ACCESS	30.88
	virus removal	COMMUNITY CENTER	COMMUNITY CENTER	4.96
	anti virus renewal	COMMUNITY CENTER	COMMUNITY CENTER	30.88
	virus removal	WATER	ADMIN AND GENERAL	24.82
	anti virus renewal	WATER	ADMIN AND GENERAL	154.41
	virus removal	WASTE WATER FUND	ADMIN AND GENERAL	14.89
	anti virus renewal	WASTE WATER FUND	ADMIN AND GENERAL	92.65
	virus removal	ENVIRON SERVICES F	REFUSE DISPOSAL	4.96
	anti virus renewal	ENVIRON SERVICES F	REFUSE DISPOSAL	30.88
	virus removal	ELECTRIC FUND	ADMIN AND GENERAL	64.80

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	anti virus renewal	ELECTRIC FUND	ADMIN AND GENERAL	403.20
	virus removal	STORMWATER FUND	ADMINISTRATION AND GEN	9.93
	anti virus renewal	STORMWATER FUND	ADMINISTRATION AND GEN	61.76
	virus removal	TRANSIT	TRANSIT/TRANSPORTATION	4.70
	anti virus renewal	TRANSIT	TRANSIT/TRANSPORTATION	<u>29.19</u>
			TOTAL:	4,875.00
CREDIT RIVER TOOLS	sockets	GENERAL FUND	STREETS	71.99
	sockets	GENERAL FUND	PARKS	71.99
	sockets	WATER	DISTRIBUTION AND STORA	36.00
	sockets	WASTE WATER FUND	SOURCE/TREATMENT	36.00
	sockets	ENVIRON SERVICES F	REFUSE DISPOSAL	36.00
	sockets	ELECTRIC FUND	POWER DISTRIBUTION	71.99
	sockets	STORMWATER FUND	TREATMENT	<u>35.98</u>
			TOTAL:	359.95
CRYTEEL TRUCK EQUIPMENT INC	#207 tarp	GENERAL FUND	STREETS	<u>150.00</u>
			TOTAL:	150.00
DGR ENGINEERING	dist. design/ material spi	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	105.00
	map updates	ELECTRIC FUND	POWER DISTRIBUTION	1,542.50
	initial cost of services s	ELECTRIC FUND	POWER DISTRIBUTION	1,843.00
	lanin solar interconnectio	ELECTRIC FUND	ADMIN AND GENERAL	<u>264.00</u>
			TOTAL:	3,754.50
BANK OF THE WEST (DITCH WITCH)	5" clamp labor	ELECTRIC FUND	POWER DISTRIBUTION	<u>81.50</u>
			TOTAL:	81.50
DRANTEL SALES & SERVICE	2 stroke oil	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>25.90</u>
			TOTAL:	25.90
EATON CORPORATION	#827 rf water nodes	WATER	NON-DEPARTMENTAL	5,049.00
	#826 load mgt radios	ELECTRIC FUND	NON-DEPARTMENTAL	7,395.00
	#823 res. meters	ELECTRIC FUND	NON-DEPARTMENTAL	<u>7,768.83</u>
			TOTAL:	20,212.83
ED'S PLUMBING	pool drain repair	GENERAL FUND	SWIMMING POOL	394.68
	less a/r invoice	WATER	NON-DEPARTMENTAL	<u>26.84-</u>
			TOTAL:	367.84
ELECTRIC PUMP	trade in old drum screens	WASTE WATER FUND	NON-DEPARTMENTAL	23,741.00-
	intake tubing	WASTE WATER FUND	SOURCE/TREATMENT	124.95
	drum screen	WASTE WATER FUND	SOURCE/TREATMENT	<u>60,000.00</u>
			TOTAL:	36,383.95
EMERGENCY RESPONSE SOLUTIONS	cylinder & valve assy, 130	GENERAL FUND	FIRE	<u>4,888.40</u>
			TOTAL:	4,888.40
ENVIRONMENTAL RESOURCE ASSOCIATES	coliforms	WASTE WATER FUND	SOURCE/TREATMENT	<u>161.22</u>
			TOTAL:	161.22
ESAU PROFESSIONAL CLEANING	carpet cleaning	GENERAL FUND	STREETS	162.50
	carpet cleaning	GENERAL FUND	PARKS	130.00
	carpet cleaning	WATER	ADMIN AND GENERAL	65.00
	carpet cleaning	WASTE WATER FUND	ADMIN AND GENERAL	65.00
	carpet cleaning	ENVIRON SERVICES F	ADMIN AND GENERAL	65.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	carpet cleaning	ELECTRIC FUND	ADMIN AND GENERAL	162.50
			TOTAL:	650.00
FARMERS ELEVATOR CO OF TRAVERSE	fertilizor pot ash	GENERAL FUND	PARKS	529.94
			TOTAL:	529.94
FASTENAL COMPANY	alcohol wipes	GENERAL FUND	FIRE	2.00
	2.0 safety glasses	GENERAL FUND	STREETS	19.76
	safety gloves	GENERAL FUND	STREETS	9.89
	hose	GENERAL FUND	STREETS	1.58
	safety glasses	GENERAL FUND	STREETS	11.82
	duct tape	GENERAL FUND	STREETS	13.49
	pool pipe hangers	GENERAL FUND	SWIMMING POOL	78.69
	2.0 safety glasses	GENERAL FUND	PARKS	15.80
	gault park rivets	GENERAL FUND	PARKS	1.54
	tree mendous eye boults	GENERAL FUND	PARKS	21.03
	safety gloves	GENERAL FUND	PARKS	7.91
	cable ties	GENERAL FUND	PARKS	43.74
	safety glasses	GENERAL FUND	PARKS	9.46
	duct tape	GENERAL FUND	PARKS	13.49
	reducubush pvc	WATER	PURIFICATION AND TREAT	6.29
	pitch fork	WATER	DISTRIBUTION AND STORA	29.99
	duct tape	WATER	DISTRIBUTION AND STORA	6.74
	2.0 safety glasses	WATER	ADMIN AND GENERAL	7.90
	safety gloves	WATER	ADMIN AND GENERAL	3.96
	safety glasses	WATER	ADMIN AND GENERAL	4.73
	duct tape	WASTE WATER FUND	SOURCE/TREATMENT	6.74
	2.0 safety glasses	WASTE WATER FUND	ADMIN AND GENERAL	7.90
	safety gloves	WASTE WATER FUND	ADMIN AND GENERAL	3.96
	safety glasses	WASTE WATER FUND	ADMIN AND GENERAL	4.73
	duct tape	ENVIRON SERVICES F	REFUSE DISPOSAL	6.74
	2.0 safety glasses	ENVIRON SERVICES F	ADMIN AND GENERAL	7.90
	safety gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	3.96
	safety glasses	ENVIRON SERVICES F	ADMIN AND GENERAL	4.72
	duct tape	ELECTRIC FUND	POWER DISTRIBUTION	13.49
	socket set	ELECTRIC FUND	POWER DISTRIBUTION	39.99
	2.0 safety glasses	ELECTRIC FUND	ADMIN AND GENERAL	19.76
	safety gloves	ELECTRIC FUND	ADMIN AND GENERAL	9.89
	safety glasses	ELECTRIC FUND	ADMIN AND GENERAL	11.82
	duct tape	STORMWATER FUND	TREATMENT	6.74
			TOTAL:	458.15
THE FREE PRESS	1yr subscription	GENERAL FUND	STREETS	65.97
	1yr subscription	GENERAL FUND	PARKS	52.78
	1 yr renewal	LIBRARY FUND	LIBRARY	263.88
	1yr subscription	WATER	ADMIN AND GENERAL	26.39
	1yr subscription	WASTE WATER FUND	ADMIN AND GENERAL	26.39
	1yr subscription	ENVIRON SERVICES F	ADMIN AND GENERAL	26.38
	1yr subscription	ELECTRIC FUND	ADMIN AND GENERAL	65.97
			TOTAL:	527.76
G AND H READY MIX, LLC	catwalk concrete	GENERAL FUND	STREETS	302.75
			TOTAL:	302.75
GELDNER UNDERGROUND, INC.	bore: armory	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	3,612.14
			TOTAL:	3,612.14

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GENESIS	may fuel	GENERAL FUND	FIRE	20.75
	may fuel	GENERAL FUND	STREETS	2,468.69
	may fuel	GENERAL FUND	PARKS	1,104.83
	may fuel	WATER	SOURCE OF SUPPLY	23.38
	may fuel	WATER	PURIFICATION AND TREAT	35.07
	may fuel	WATER	DISTRIBUTION AND STORA	175.33
	may fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	520.14
	may fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	531.89
	may fuel	ELECTRIC FUND	POWER DISTRIBUTION	483.25
	may fuel	STORMWATER FUND	TREATMENT	166.46
			TOTAL:	5,529.79
GERTENS	clay	GENERAL FUND	PARKS	991.95
			TOTAL:	991.95
GILLUND ENTERPRISES INC	diesel emission cleaner	GENERAL FUND	STREETS	19.16
	diesel emission cleaner	GENERAL FUND	PARKS	19.16
	diesel emission cleaner	WATER	DISTRIBUTION AND STORA	9.58
	diesel emission cleaner	WASTE WATER FUND	SOURCE/TREATMENT	9.58
	diesel emission cleaner	ENVIRON SERVICES F	REFUSE DISPOSAL	9.58
	diesel emission cleaner	ELECTRIC FUND	POWER DISTRIBUTION	19.16
	diesel emission cleaner	STORMWATER FUND	TREATMENT	9.57
			TOTAL:	95.79
GOODTIMES MANUFACTURING	summer soccer program	GENERAL FUND	RECREATION/LEISURE SER	786.50
	reorder shirts for summer	GENERAL FUND	RECREATION/LEISURE SER	117.00
			TOTAL:	903.50
GOPHER STATE ONE-CALL INC	may one-call tickets	WATER	DISTRIBUTION AND STORA	123.50
	may one-call tickets	WASTE WATER FUND	COLLECTOR/LIFT STAT	123.50
	may one-call tickets	ELECTRIC FUND	POWER DISTRIBUTION	123.65
			TOTAL:	370.65
GRAYMONT WESTERN LIME INC.	quickline	WASTE WATER FUND	BIOSOLIDS	4,488.96
			TOTAL:	4,488.96
HACH COMPANY	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	816.77
	lab supplies probes	WASTE WATER FUND	SOURCE/TREATMENT	622.67
	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	253.22
	phosphorus tnt	WASTE WATER FUND	SOURCE/TREATMENT	675.15
			TOTAL:	2,367.81
HALOGEN SUPPLY COMPANY, INC	pool solenoid	GENERAL FUND	SWIMMING POOL	747.65
			TOTAL:	747.65
HAMEISTER, LORI ANN	babysitting class	GENERAL FUND	RECREATION/LEISURE SER	396.00
			TOTAL:	396.00
HANCOCK CONCRETE PRODUCTS, INC.	1/2 mastic	WASTE WATER FUND	COLLECTOR/LIFT STAT	303.04
			TOTAL:	303.04
HAWKINS, INC.	bleach, pool chemicals	GENERAL FUND	SWIMMING POOL	2,446.36
	bleach, lpc, sodium hydrox	WATER	PURIFICATION AND TREAT	122.15
	bleach, lpc, sodium hydrox	WATER	PURIFICATION AND TREAT	1,365.00
	bleach, lpc, sodium hydrox	WATER	PURIFICATION AND TREAT	1,373.11
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	48.74

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	113.73
			TOTAL:	5,469.09
HD SUPPLY WATERWORKS, LTD.	#205,251,252,221 hydrants	WATER	NON-DEPARTMENTAL	8,116.00
	#205,251,252,221 hydrants	WATER	NON-DEPARTMENTAL	58.50
	#205,251,252,221 hydrants	WATER	DISTRIBUTION AND STORA	6.00
			TOTAL:	8,180.50
HERMEL WHOLESALE	vending	COMMUNITY CENTER	COMMUNITY CENTER	640.11
	return	COMMUNITY CENTER	COMMUNITY CENTER	139.34
			TOTAL:	500.77
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	543.79
	new library materials	LIBRARY FUND	LIBRARY	629.83
			TOTAL:	1,173.62
INTERNATIONAL CODE COUNCIL, INC	15 mn fire code	GENERAL FUND	BUILDING INSPECTOR	176.00
			TOTAL:	176.00
JAVENS MECHANICAL CONTRACTING CO.	dehumifier repair	WATER	PURIFICATION AND TREAT	353.26
			TOTAL:	353.26
AMY KAMM	class a drivers license	STORMWATER FUND	ADMINISTRATION AND GEN	45.25
			TOTAL:	45.25
KAREN'S FLOWERS	flowers-levy & mn square p	GENERAL FUND	PARKS	201.90
			TOTAL:	201.90
KEEPRS, INC.	glock training guns	GENERAL FUND	POLICE	1,841.99
			TOTAL:	1,841.99
KUECHLE UNDERGROUND, INC.	2016 traverse green sub es	HOUSING DISTRICT #	ECONOMIC DEVMT	192,300.00
	2016 traverse green sub es	HOUSING DISTRICT #	ECONOMIC DEVMT	136,079.30
			TOTAL:	328,379.30
KUSTOM SIGNALS INC	battery charger	GENERAL FUND	POLICE	359.88
			TOTAL:	359.88
LAGER'S INC	squad repair	GENERAL FUND	POLICE	198.60
			TOTAL:	198.60
LEAGUE OF MINNESOTA CITIES	2016 property & liability	GENERAL FUND	MAYOR & COUNCIL	288.06
	2016 property & liability	GENERAL FUND	CITY ADMINISTRATION	1,906.33
	2016 property & liability	GENERAL FUND	FINANCE	1,587.66
	2016 property & liability	GENERAL FUND	MUNICIPAL BUILDING	707.52
	2016 property & liability	GENERAL FUND	MUNICIPAL BUILDING	54.00
	2016 property & liability	GENERAL FUND	POLICE	13,696.17
	2016 property & liability	GENERAL FUND	POLICE	3,197.00
	2016 property & liability	GENERAL FUND	FIRE	2,211.18
	2016 property & liability	GENERAL FUND	FIRE	3,277.00
	2016 property & liability	GENERAL FUND	BUILDING INSPECTOR	1,361.84
	2016 property & liability	GENERAL FUND	BUILDING INSPECTOR	174.00
	2016 property & liability	GENERAL FUND	EMERGENCY MGMT	6.92
	2016 property & liability	GENERAL FUND	COMMUNITY SERVICE	534.16
	2016 property & liability	GENERAL FUND	PUBLIC WORKS ADMIN	569.98
	2016 property & liability	GENERAL FUND	STREETS	7,287.28

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2016 property & liability	GENERAL FUND	STREETS	1,923.00
	property & liability insur	GENERAL FUND	STREETS	355.00
	2016 property & liability	GENERAL FUND	SENIOR COORDINATOR	207.15
	2016 property & liability	GENERAL FUND	RECREATION/LEISURE SER	2,604.39
	2016 property & liability	GENERAL FUND	SWIMMING POOL	4,733.69
	2016 property & liability	GENERAL FUND	SKATING RINKS	109.52
	2016 property & liability	GENERAL FUND	PARKS	21,681.64
	2016 property & liability	GENERAL FUND	PARKS	547.00
	property & liability insur	GENERAL FUND	PARKS	284.00
	2016 property & liability	GENERAL FUND	ECONOMIC DEVMT	1,053.67
	accident repair	PROPERTY INSURANCE	INSURANCE-UNALLOCATED	599.00
	2016 property & liability	LIBRARY FUND	LIBRARY	5,181.84
	2016 property & liability	PUBLIC ACCESS	PUBLIC ACCESS	144.94
	2016 property & liability	COMMUNITY CENTER	COMMUNITY CENTER	9,678.32
	2016 property & liability	WATER	SOURCE OF SUPPLY	7,456.69
	2016 property & liability	WATER	PURIFICATION AND TREAT	5,602.24
	2016 property & liability	WATER	PURIFICATION AND TREAT	789.50
	2016 property & liability	WATER	DISTRIBUTION AND STORA	2,595.34
	2016 property & liability	WATER	ADMIN AND GENERAL	789.90
	property & liability insur	WATER	ADMIN AND GENERAL	142.00
	2016 property & liability	WATER	CUSTOMER ACCOUNTS	226.99
	2016 property & liability-	WATER	CUSTOMER ACCOUNTS	144.33
	2016 property & liability	WASTE WATER FUND	BIOSOLIDS	967.30
	2016 property & liability	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,307.67
	2016 property & liability	WASTE WATER FUND	SOURCE/TREATMENT	19,316.54
	2016 property & liability	WASTE WATER FUND	SOURCE/TREATMENT	789.50
	2016 property & liability	WASTE WATER FUND	ADMIN AND GENERAL	817.63
	property & liability insur	WASTE WATER FUND	ADMIN AND GENERAL	142.00
	2016 property & liability	WASTE WATER FUND	CUSTOMER ACCOUNTS	226.84
	2016 property & liability-	WASTE WATER FUND	CUSTOMER ACCOUNTS	144.33
	2016 property & liability	ENVIRON SERVICES F	REFUSE DISPOSAL	4,413.24
	2016 property & liability	ENVIRON SERVICES F	ADMIN AND GENERAL	720.18
	2016 property & liability	ENVIRON SERVICES F	ADMIN AND GENERAL	378.00
	property & liability insur	ENVIRON SERVICES F	ADMIN AND GENERAL	142.00
	2016 property & liability	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	165.93
	2016 property & liability	ELECTRIC FUND	POWER PRODUCTION	34,014.60
	2016 property & liability	ELECTRIC FUND	POWER DISTRIBUTION	12,140.18
	2016 property & liability	ELECTRIC FUND	ADMIN AND GENERAL	3,112.21
	2016 property & liability	ELECTRIC FUND	ADMIN AND GENERAL	1,019.00
	property & liability insur	ELECTRIC FUND	ADMIN AND GENERAL	355.00
	2016 property & liability	ELECTRIC FUND	CUSTOMER ACCOUNTS	835.67
	2016 property & liability-	ELECTRIC FUND	CUSTOMER ACCOUNTS	144.34
	2016 property & liability	STORMWATER FUND	COLLECTIONS/LIFT STATI	1,379.08
	2016 property & liability	STORMWATER FUND	TREATMENT	250.39
	2016 property & liability	STORMWATER FUND	TREATMENT	110.00
	2016 property & liability	STORMWATER FUND	ADMINISTRATION AND GEN	803.12
	2016 property & liability	STORMWATER FUND	CUSTOMER ACCOUNTS	96.81
	accident repair	TRANSIT	TRANSIT/TRANSPORTATION	1,000.00
	2016 property & liability	TRANSIT	TRANSIT/TRANSPORTATION	2,234.19
	2016 property & liability	TRANSIT	TRANSIT/TRANSPORTATION	6,057.00
	2016 property & liability	LONG TERM CARE LEA	ADMIN AND GENERAL	3,715.00
	2016 property & liability	MEDICAL CAMPUS	ADMIN & GENERAL	2,128.00
			TOTAL:	202,635.00
LEXIS NEXIS	may subscription	GENERAL FUND	POLICE	100.00
			TOTAL:	100.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LJP ENTERPRISES INC	april 2016 balance refuse	ENVIRON SERVICES F	REFUSE DISPOSAL	3,000.00
			TOTAL:	3,000.00
LOCATORS & SUPPLIES, INC.	gloves	GENERAL FUND	STREETS	93.71
	rain set safety glasses	GENERAL FUND	STREETS	22.69
	gloves	GENERAL FUND	PARKS	74.96
	rain set safety glasses	GENERAL FUND	PARKS	18.15
	gas cans	WATER	DISTRIBUTION AND STORA	77.99
	gloves	WATER	ADMIN AND GENERAL	37.48
	rain set safety glasses	WATER	ADMIN AND GENERAL	9.08
	gloves	WASTE WATER FUND	ADMIN AND GENERAL	37.48
	rain set safety glasses	WASTE WATER FUND	ADMIN AND GENERAL	9.08
	gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	37.48
	rain set safety glasses	ENVIRON SERVICES F	ADMIN AND GENERAL	9.06
	gloves	ELECTRIC FUND	ADMIN AND GENERAL	93.71
	rain set safety glasses	ELECTRIC FUND	ADMIN AND GENERAL	22.69
	gas cans	STORMWATER FUND	TREATMENT	77.99
			TOTAL:	621.55
MACQUEEN EQUIPMENT INC	boring & brake collar	WASTE WATER FUND	COLLECTOR/LIFT STAT	76.45
			TOTAL:	76.45
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	2015 audit	GENERAL FUND	FINANCE	6,250.00
	2015 audit	WATER	ADMIN AND GENERAL	1,562.50
	2015 audit	WASTE WATER FUND	ADMIN AND GENERAL	1,562.50
	2015 audit	ENVIRON SERVICES F	ADMIN AND GENERAL	1,562.50
	2015 audit	ELECTRIC FUND	ADMIN AND GENERAL	1,562.50
			TOTAL:	12,500.00
MANKATO BEARING CO.	rear wheel seals #504	GENERAL FUND	FIRE	96.04
			TOTAL:	96.04
MARCO, INC.	copier contract bill	GENERAL FUND	CITY ADMINISTRATION	23.21
	copier contract bill	GENERAL FUND	CITY CLERK	23.21
	copier contract bill	GENERAL FUND	FINANCE	15.47
	copier contract bill	GENERAL FUND	POLICE	12.38
	copier contract bill	GENERAL FUND	BUILDING INSPECTOR	6.19
	copier contract bill	GENERAL FUND	PUBLIC WORKS ADMIN	3.09
	copier contract bill	GENERAL FUND	ECONOMIC DEVMT	1.55
	copier contract bill	WATER	ADMIN AND GENERAL	13.92
	copier contract bill	WASTE WATER FUND	ADMIN AND GENERAL	13.91
	copier contract bill	ELECTRIC FUND	ADMIN AND GENERAL	41.77
			TOTAL:	154.70
MATHESON TRI-GAS INC	nitrogen	GENERAL FUND	STREETS	5.29
	nitrogen	GENERAL FUND	PARKS	5.29
	nitrogen	WATER	DISTRIBUTION AND STORA	2.64
	nitrogen	WASTE WATER FUND	SOURCE/TREATMENT	2.64
	nitrogen	ENVIRON SERVICES F	REFUSE DISPOSAL	2.64
	nitrogen	ELECTRIC FUND	POWER DISTRIBUTION	5.29
	nitrogen	STORMWATER FUND	TREATMENT	2.64
			TOTAL:	26.43
MAYO CLINIC HEALTH SYSTEM - MANKATO	dot exam	TRANSIT	TRANSIT/TRANSPORTATION	147.00
			TOTAL:	147.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MCGRANN SHEA CARNIVAL STRAUGHN & LAMB,	electric service territory	PARK LAND DEDICATI	PARKS	150.75
	electric service territory	HOUSING DISTRICT #	ECONOMIC DEVMT	<u>150.75</u>
			TOTAL:	301.50
MCHUGH, BRENDA	mileage mla public lib sti	LIBRARY FUND	LIBRARY	<u>105.73</u>
			TOTAL:	105.73
MED-COMPASS INC	medical exam, fit test, ma	GENERAL FUND	FIRE	<u>2,832.50</u>
			TOTAL:	2,832.50
MENARDS	vacuum cleaner for station	GENERAL FUND	FIRE	<u>127.00</u>
			TOTAL:	127.00
METERING & TECHNOLOGY SOLUTIONS	#719 & #799 meters	WATER	NON-DEPARTMENTAL	<u>853.51</u>
			TOTAL:	853.51
MEYER SIGNWORKS	logo's	GENERAL FUND	STREETS	30.00
	campground sign	GENERAL FUND	PARKS	20.00
	logo's	GENERAL FUND	PARKS	30.00
	#316 logo	GENERAL FUND	PARKS	10.00
	logo's	WATER	DISTRIBUTION AND STORA	15.00
	logo's	WASTE WATER FUND	SOURCE/TREATMENT	15.00
	logo's	ENVIRON SERVICES F	REFUSE DISPOSAL	15.00
	decals	ELECTRIC FUND	POWER DISTRIBUTION	20.00
	logo's	ELECTRIC FUND	POWER DISTRIBUTION	30.00
	rp3 decals	ELECTRIC FUND	ADMIN AND GENERAL	80.00
	logo's	STORMWATER FUND	TREATMENT	<u>15.00</u>
			TOTAL:	280.00
MINITEX	barcode labels for new ite	LIBRARY FUND	LIBRARY	<u>111.00</u>
			TOTAL:	111.00
MISC VENDOR	DONAHUE'S GREENHOUSE	hanging flower baskets	ENVIRON SERVICES F REFUSE DISPOSAL	2,519.40
	KROMER CO. LLC	fci pro field groomer & pa	2016 EQUIPMENT CER PARKS	24,870.00
	LAWN & DRIVEWAY SERVIC	combo guards	GENERAL FUND STREETS	968.00
	OFFICE DEPOT	3 ring binders	ELECTRIC FUND CUSTOMER ACCOUNTS	33.26
	OPHTHALMOLOGY ASSOCIATE	vision waiver exam	TRANSIT TRANSIT/TRANSPORTATION	253.00
	ROULEAUL, ALLISSE	over paid rental	GENERAL FUND NON-DEPARTMENTAL	56.00
	RYDIN DECAL	bike licenses	GENERAL FUND POLICE	320.54
	TYLER BUSINESS FORMS	1095 forms to send to irs	GENERAL FUND FINANCE	30.45
	TYLER BUSINESS FORMS	1095 forms to send to irs	WATER ADMIN AND GENERAL	7.61
	TYLER BUSINESS FORMS	1095 forms to send to irs	WASTE WATER FUND ADMIN AND GENERAL	7.61
	TYLER BUSINESS FORMS	1095 forms to send to irs	ENVIRON SERVICES F ADMIN AND GENERAL	7.61
	TYLER BUSINESS FORMS	1095 forms to send to irs	ELECTRIC FUND ADMIN AND GENERAL	<u>7.61</u>
		TOTAL:	29,081.09	
MN DEPT OF REVENUE	2012-2016 solid waste tax	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>19,216.08</u>
			TOTAL:	19,216.08
MN ELEVATOR, INC.	2016 annual service monthl	WASTE WATER FUND	SOURCE/TREATMENT	<u>2,091.71</u>
			TOTAL:	2,091.71
MN IRON & METAL COMPANY	valve wrenches	WATER	DISTRIBUTION AND STORA	<u>11.00</u>
			TOTAL:	11.00
MN POLLUTION CONTROL AGENCY	wtp water permit annual f	WASTE WATER FUND	ADMIN AND GENERAL	5,900.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	5,900.00
CINDY MOULTON	bocce ball, lip balm, off,	RESTRICTED CONTRIB	NON-DEPARTMENTAL	488.31
			TOTAL:	488.31
PETE MOULTON	05/09/16-05/20/16 mileage	GENERAL FUND	PUBLIC WORKS ADMIN	61.56
	05/09/16-05/20/16 mileage	GENERAL FUND	PARKS	21.06
	05/09/16-05/20/16 mileage	ELECTRIC FUND	ADMIN AND GENERAL	233.28
	05/09/16-05/20/16 mileage	STORMWATER FUND	ADMINISTRATION AND GEN	28.62
			TOTAL:	344.52
MTI DISTRIBUTING CO	#311 door glass kit	GENERAL FUND	PARKS	908.78
	#311 gasket cover & bracke	GENERAL FUND	PARKS	116.11
			TOTAL:	1,024.89
MVTL LABORATORIES INC	lab testing	WASTE WATER FUND	SOURCE/TREATMENT	41.00
	wwtf nitrogen study	WASTE WATER FUND	SOURCE/TREATMENT	74.60
	wwtf nitrogen study	WASTE WATER FUND	SOURCE/TREATMENT	74.60
	lab #253 testing	WASTE WATER FUND	SOURCE/TREATMENT	41.00
	wwtf ssalty discharge test	WASTE WATER FUND	SOURCE/TREATMENT	146.80
	hwe salty discharge testin	WASTE WATER FUND	SOURCE/TREATMENT	146.80
	wwtf mercury study testing	WASTE WATER FUND	SOURCE/TREATMENT	347.80
			TOTAL:	872.60
NEW ULM QUARTZITE QUARRIES	seal coat chips	GENERAL FUND	STREETS	5,237.37
	seal coat chips	GENERAL FUND	STREETS	2,691.16
	seal coat chips	GENERAL FUND	STREETS	1,232.57
			TOTAL:	9,161.10
NEWMAN TRAFFIC SIGNS	9" name plates	GENERAL FUND	STREETS	7,117.80
			TOTAL:	7,117.80
NICOLLET COUNTY BANK	2014 equipment certificate	2014 EQUIPMENT CER	DEBT SERVICE PAYMENTS	69,000.00
	2014 equipment certificate	2014 EQUIPMENT CER	DEBT SERVICE PAYMENTS	4,283.18
	2015 equipment certificati	2015 EQUIPMENT CER	DEBT SERVICE PAYMENTS	49,000.00
	2015 equipment certificati	2015 EQUIPMENT CER	DEBT SERVICE PAYMENTS	4,165.00
			TOTAL:	126,448.18
NICOLLET CTY PUBLIC HEALTH	senior coordinator contrac	GENERAL FUND	SENIOR COORDINATOR	2,535.65
			TOTAL:	2,535.65
NIELSEN CONCRETE	alley corrections	GENERAL FUND	STREETS	14,953.00
	916 s. front	WATER	DISTRIBUTION AND STORA	980.00
	600 blk college watermain	WATER	DISTRIBUTION AND STORA	805.00
	sidewalk corrections 518 c	STORMWATER FUND	NON-DEPARTMENTAL	445.50
	sidewalk correction 217 co	STORMWATER FUND	NON-DEPARTMENTAL	648.00
			TOTAL:	17,831.50
NORTH CENTRAL INTERNATIONAL	#47 dash	GENERAL FUND	STREETS	811.48
	#47 dash	GENERAL FUND	STREETS	888.10
	#47 light bulb	GENERAL FUND	STREETS	95.25
	#47 dash return	GENERAL FUND	STREETS	806.48-
	#47 core return	GENERAL FUND	STREETS	275.00-
			TOTAL:	713.35
NORTH CENTRAL LABORATORIES	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	171.78

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	<u>171.78</u>
NORTHERN SAFETY CO., INC	gloves	GENERAL FUND	STREETS	46.72
	gloves	GENERAL FUND	PARKS	37.38
	gloves adopt a park	GENERAL FUND	PARKS	186.88
	gloves	WATER	ADMIN AND GENERAL	18.69
	gloves	WASTE WATER FUND	ADMIN AND GENERAL	18.69
	gloves	ENVIRON SERVICES F	ADMIN AND GENERAL	18.68
	gloves	ELECTRIC FUND	ADMIN AND GENERAL	<u>46.72</u>
			TOTAL:	<u>373.76</u>
NUSS TRUCK & EQUIPMENT	#112 program parameters	GENERAL FUND	STREETS	92.50
	#112 injector replacement	GENERAL FUND	STREETS	<u>1,068.87</u>
			TOTAL:	<u>1,161.37</u>
OVERHEAD DOOR COMPANY OF MANKATO INC	door #3 repair	WASTE WATER FUND	SOURCE/TREATMENT	<u>481.20</u>
			TOTAL:	<u>481.20</u>
PELL INSURANCE & REAL ESTATE	utility bond renewal	GENERAL FUND	STREETS	<u>200.00</u>
			TOTAL:	<u>200.00</u>
PENWORTHY	new library material	LIBRARY FUND	LIBRARY	<u>391.38</u>
			TOTAL:	<u>391.38</u>
TODD PRAFKE-PETTY CASH	pencil lead	GENERAL FUND	FINANCE	1.27
	meals	GENERAL FUND	BUILDING INSPECTOR	9.99
	meals	GENERAL FUND	ECONOMIC DEVMT	60.22
	mwoa school	WATER	ADMIN AND GENERAL	40.00
	mwoa school	WASTE WATER FUND	ADMIN AND GENERAL	40.00
	card	ELECTRIC FUND	CUSTOMER ACCOUNTS	3.00
	mwoa school	STORMWATER FUND	ADMINISTRATION AND GEN	20.00
	mileage, meals/parks	RESTRICTED CONTRIB	NON-DEPARTMENTAL	<u>33.81</u>
			TOTAL:	<u>208.29</u>
RAMY TURF PRODUCTS	ez mulch	ELECTRIC FUND	POWER DISTRIBUTION	<u>49.50</u>
			TOTAL:	<u>49.50</u>
RDO EQUIPMENT CO.	#607 repair 544j 4wd load	GENERAL FUND	STREETS	<u>2,255.84</u>
			TOTAL:	<u>2,255.84</u>
RECREATION SUPPLY COMPANY	chlorine pool	GENERAL FUND	SWIMMING POOL	<u>521.88</u>
			TOTAL:	<u>521.88</u>
RECREONICS INC	wibit for pool	GENERAL FUND	SWIMMING POOL	3,051.65
	wibit for pool	RESTRICTED CONTRIB	SWIMMING POOL	<u>2,748.35</u>
			TOTAL:	<u>5,800.00</u>
REDMEN	fireworks- from schmidt fo	RESTRICTED CONTRIB	CITY ADMINISTRATION	<u>4,000.00</u>
			TOTAL:	<u>4,000.00</u>
RESCO	#407 3ph feed thur cabinet	ELECTRIC FUND	NON-DEPARTMENTAL	<u>2,261.90</u>
			TOTAL:	<u>2,261.90</u>
THE RETROFIT COMPANIES, INC.	cip lamps	ELECTRIC FUND	POWER DISTRIBUTION	<u>335.99</u>
			TOTAL:	<u>335.99</u>

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ROYAL TIRE, INC	#38 tires	GENERAL FUND	STREETS	1,238.86
	#708 tires	ELECTRIC FUND	POWER DISTRIBUTION	223.06
			TOTAL:	1,461.92
RYAN ELECTRIC OF ST PETER	service call to fix lights	GENERAL FUND	MUNICIPAL BUILDING	154.80
	uv ballast change	WASTE WATER FUND	SOURCE/TREATMENT	75.00
	exit light repair	WASTE WATER FUND	SOURCE/TREATMENT	192.50
	ballast	WASTE WATER FUND	SOURCE/TREATMENT	197.34
	ballasts kits	WASTE WATER FUND	SOURCE/TREATMENT	824.04
	thermoblender & semiconduc	WASTE WATER FUND	SOURCE/TREATMENT	402.00
	load mgt	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	950.96
	load mgt	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	982.09
			TOTAL:	3,778.73
RYAN PLUMBING & HEATING	mn square new urinal	GENERAL FUND	PARKS	1,007.59
			TOTAL:	1,007.59
SAM'S CLUB	summer program supplies	GENERAL FUND	RECREATION/LEISURE SER	345.08
			TOTAL:	345.08
SHERWIN-WILLIAMS	wood varnish	COMMUNITY CENTER	COMMUNITY CENTER	22.97
	paint for gym	COMMUNITY CENTER	COMMUNITY CENTER	697.66
			TOTAL:	720.63
SHOPKO STORES OPERATING CO., LLC	general summer program sup	GENERAL FUND	RECREATION/LEISURE SER	37.27
	lil' rascals supplies	GENERAL FUND	RECREATION/LEISURE SER	53.51
			TOTAL:	90.78
SHRED-IT	shred old files	GENERAL FUND	CITY ADMINISTRATION	639.00
	shed old files	GENERAL FUND	CITY CLERK	639.00
	shed old files	GENERAL FUND	FINANCE	426.00
	shed old files	GENERAL FUND	POLICE	340.80
	shed old files	GENERAL FUND	BUILDING INSPECTOR	170.40
	shed old files	GENERAL FUND	PUBLIC WORKS ADMIN	85.20
	shed old files	GENERAL FUND	ECONOMIC DEVMT	42.60
	shed old files	WATER	ADMIN AND GENERAL	383.40
	shed old files	WASTE WATER FUND	ADMIN AND GENERAL	383.40
	shed old files	ELECTRIC FUND	ADMIN AND GENERAL	1,150.20
			TOTAL:	4,260.00
SISTER CITIES INTERNATIONAL	sister city dues	GENERAL FUND	MAYOR & COUNCIL	415.00
			TOTAL:	415.00
SOUTH CENTRAL COLLEGE	fire dept training	GENERAL FUND	FIRE	650.00
			TOTAL:	650.00
SOUTHERN MN CONSTRUCTION CO INC	asphalt curb lines	GENERAL FUND	STREETS	1,136.85
	s. front/ college dr.	WATER	DISTRIBUTION AND STORA	946.92
	class s gravel	WATER	ADMIN AND GENERAL	148.96
	austin dr.	WASTE WATER FUND	COLLECTOR/LIFT STAT	737.36
	class s gravel	WASTE WATER FUND	ADMIN AND GENERAL	148.96
	class s gravel	ENVIRON SERVICES F	ADMIN AND GENERAL	74.49
	class s gravel	ELECTRIC FUND	ADMIN AND GENERAL	372.41
			TOTAL:	3,565.95
SOUTHERN MN INSPECTION CO.	auto lift inspection	GENERAL FUND	STREETS	141.55

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	auto lift inspection	GENERAL FUND	PARKS	113.24
	auto lift inspection	WATER	ADMIN AND GENERAL	56.62
	hoist inspection	WASTE WATER FUND	SOURCE/TREATMENT	443.50
	auto lift inspection	WASTE WATER FUND	ADMIN AND GENERAL	56.62
	auto lift inspection	ENVIRON SERVICES F	ADMIN AND GENERAL	56.62
	auto lift inspection	ELECTRIC FUND	ADMIN AND GENERAL	141.55
			TOTAL:	1,009.70
SPRING TOUCH	vet's park fertilizer 1 of	GENERAL FUND	PARKS	225.45
	granular fert 227 s front	GENERAL FUND	PARKS	143.30
			TOTAL:	368.75
SPRINT SOLUTIONS, INC.	phone bill	GENERAL FUND	FIRE	18.02
	phone bill	WATER	ADMIN AND GENERAL	39.99
	final phone bill	WASTE WATER FUND	ADMIN AND GENERAL	0.03
			TOTAL:	58.04
SPS COMPANIES, INC. MANKATO	boiler parts	COMMUNITY CENTER	COMMUNITY CENTER	134.88
	6" ci/pl	WASTE WATER FUND	COLLECTOR/LIFT STAT	16.00
			TOTAL:	150.88
ST PETER HERALD	traverse green public noti	HOUSING DISTRICT #	ECONOMIC DEVMT	845.40
			TOTAL:	845.40
ST PETER HIGH SCHOOL	2013-2014 yearbook	DARE PROGRAM FUND	POLICE	110.00
	2014-2015 yearbook	DARE PROGRAM FUND	POLICE	110.00
			TOTAL:	220.00
ST PETER LUMBER CO	cat walt nails	GENERAL FUND	STREETS	17.49
	lumber/ rod	GENERAL FUND	STREETS	60.71
	asphalt release spray	GENERAL FUND	STREETS	0.59
	dehumidifer	WATER	DISTRIBUTION AND STORA	189.99
	decking	WATER	DISTRIBUTION AND STORA	16.28
	tube socks for soil erosio	WATER	DISTRIBUTION AND STORA	36.50
	tube sock	WASTE WATER FUND	SOURCE/TREATMENT	73.00
	post	ELECTRIC FUND	POWER DISTRIBUTION	25.85
	channel lock reel	STORMWATER FUND	TREATMENT	34.99
			TOTAL:	455.40
ST PETER PUBLIC SCHOOLS	refund of june flyer fee/	GENERAL FUND	NON-DEPARTMENTAL	25.00
			TOTAL:	25.00
ST PETER RENTAL CENTER	oil	WATER	DISTRIBUTION AND STORA	37.90
			TOTAL:	37.90
STAPLES ADVANTAGE	markers, highlighters, cal	GENERAL FUND	STREETS	27.42
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	209.61
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	11.57
	office supplies	GENERAL FUND	SWIMMING POOL	8.78
	office supplies	GENERAL FUND	SWIMMING POOL	4.79
	markers, highlighters, cal	GENERAL FUND	PARKS	21.93
	office supplies	LIBRARY FUND	LIBRARY	7.79
	markers, highlighters, cal	WATER	ADMIN AND GENERAL	10.97
	markers, highlighters, cal	WASTE WATER FUND	ADMIN AND GENERAL	10.97
	markers, highlighters, cal	ENVIRON SERVICES F	ADMIN AND GENERAL	10.95
	markers, highlighters, cal	ELECTRIC FUND	ADMIN AND GENERAL	27.42

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	352.20
STUART C. IRBY CO.	glove testing	ELECTRIC FUND	ADMIN AND GENERAL	391.57
			TOTAL:	391.57
TIGERDIRECT.COM	replacement monitor	WATER	ADMIN AND GENERAL	151.46
			TOTAL:	151.46
TIRE ASSOCIATES	#112 flat repair	GENERAL FUND	STREETS	42.40
	#113 turf lrb	STORMWATER FUND	TREATMENT	31.62
			TOTAL:	74.02
TRAVERSE DES SIOUX GARDEN CENTER	replacement bushes	COMMUNITY CENTER	COMMUNITY CENTER	195.90
			TOTAL:	195.90
US AUTO FORCE	tires	GENERAL FUND	POLICE	521.34
			TOTAL:	521.34
USA BLUE BOOK	cart & cylinder bottle bru	WASTE WATER FUND	SOURCE/TREATMENT	218.83
			TOTAL:	218.83
VERIZON WIRELESS	may phone bill	COMMUNITY CENTER	COMMUNITY CENTER	173.85
	may phone bill	WATER	ADMIN AND GENERAL	173.85
	may phone bill	WASTE WATER FUND	ADMIN AND GENERAL	173.85
	may phone bill	ELECTRIC FUND	ADMIN AND GENERAL	173.84
			TOTAL:	695.39
VISA	lmcit to reimb	GENERAL FUND	NON-DEPARTMENTAL	98.64
	funeral recognition	GENERAL FUND	MAYOR & COUNCIL	74.43
	graphics package renew sub	GENERAL FUND	CITY ADMINISTRATION	161.24
	lunch with intern	GENERAL FUND	CITY ADMINISTRATION	25.05
	windows 10 disk cloning so	GENERAL FUND	FINANCE	12.40
	department equipment	GENERAL FUND	POLICE	439.67
	continuing ed - hotel, mea	GENERAL FUND	POLICE	527.85
	laminating pouches	GENERAL FUND	POLICE	16.99
	head gasket	GENERAL FUND	FIRE	244.00
	illustrated training manua	GENERAL FUND	BUILDING INSPECTOR	187.18
	american pw conf-reg fee	GENERAL FUND	STREETS	204.75
	lil'rascal supplies	GENERAL FUND	RECREATION/LEISURE SER	109.72
	win zip 20.5 standard edit	GENERAL FUND	RECREATION/LEISURE SER	29.95
	american pw conf-reg fee	GENERAL FUND	PARKS	163.80
	meeting with potential mul	GENERAL FUND	ECONOMIC DEVMT	17.21
	storytime, movies, srp ban	LIBRARY FUND	LIBRARY	169.26
	registration	LIBRARY FUND	LIBRARY	40.00
	plumbing parts for bwtp ro	WATER	DISTRIBUTION AND STORA	34.90
	american pw conf-reg fee	WATER	ADMIN AND GENERAL	81.90
	awwa- energy mgmt for wate	WATER	ADMIN AND GENERAL	130.50
	safety boots	WATER	ADMIN AND GENERAL	133.00
	american pw conf-reg fee	WASTE WATER FUND	ADMIN AND GENERAL	81.90
	american pw conf-reg fee	ENVIRON SERVICES F	ADMIN AND GENERAL	81.90
	substation school	ELECTRIC FUND	ADMIN AND GENERAL	20.04
	american pw conf-reg fee	ELECTRIC FUND	ADMIN AND GENERAL	204.75
	appa- distributed gen. gui	ELECTRIC FUND	ADMIN AND GENERAL	55.50
			TOTAL:	3,346.53
VON ESSEN TOWING	#110 mount & balance	GENERAL FUND	BUILDING INSPECTOR	70.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	mount & balance 2 tires #1	TRANSIT	TRANSIT/TRANSPORTATION	36.00
			TOTAL:	106.50
VWR INTERNATIONAL	kim wipes	WASTE WATER FUND	SOURCE/TREATMENT	20.40
	bottles & pipets	WASTE WATER FUND	SOURCE/TREATMENT	74.29
			TOTAL:	94.69
W L CONSTRUCTIONS SUPPLY	diamond blade	GENERAL FUND	STREETS	379.99
			TOTAL:	379.99
W.W. BLACKTOPPING	curb asphalt	GENERAL FUND	STREETS	708.50
	curb asphalt	GENERAL FUND	STREETS	269.50
			TOTAL:	978.00
WESCO DISTRIBUTION INC	#831 cobra led head	ELECTRIC FUND	NON-DEPARTMENTAL	8,880.00
	#613 bulbs & flags	ELECTRIC FUND	NON-DEPARTMENTAL	219.60
	bal 100w	ELECTRIC FUND	NON-DEPARTMENTAL	251.70
	#866 2000:5 ct's	ELECTRIC FUND	NON-DEPARTMENTAL	432.93
	#424 parking standarrestor	ELECTRIC FUND	NON-DEPARTMENTAL	1,575.00
	#613 light bulbs	ELECTRIC FUND	NON-DEPARTMENTAL	329.40
	#480 female adopters	ELECTRIC FUND	NON-DEPARTMENTAL	86.54
	#613 bulbs & flags	ELECTRIC FUND	POWER DISTRIBUTION	170.68
	fast dry cement	ELECTRIC FUND	POWER DISTRIBUTION	161.06
			TOTAL:	12,106.91
WESTMAN FREIGHTLINER	#47 purge kit	GENERAL FUND	STREETS	54.02
			TOTAL:	54.02
XCEL ENERGY	may hwy 22 bridge lights	GENERAL FUND	STREETS	39.20
			TOTAL:	39.20
ZABEL, BRIAN	class c certification, tes	WASTE WATER FUND	ADMIN AND GENERAL	115.00
			TOTAL:	115.00

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

101	GENERAL FUND	166,214.47
201	PROPERTY INSURANCE	599.00
211	LIBRARY FUND	9,889.18
213	PUBLIC ACCESS	180.78
217	COMMUNITY CENTER	13,588.26
374	2014 EQUIPMENT CERTIFICAT	73,283.18
375	2015 EQUIPMENT CERTIFICAT	53,165.00
404	PARK LAND DEDICATION	150.75
460	HOUSING DISTRICT #20	329,375.45
476	2016 EQUIPMENT CERTIFICAT	24,870.00
601	WATER	48,093.61
602	WASTE WATER FUND	91,384.30
603	ENVIRON SERVICES FUND	33,479.69
604	ELECTRIC FUND	103,164.30
606	STORMWATER FUND	4,542.67
610	TRANSIT	9,761.08
620	LONG TERM CARE LEASE	3,715.00
627	MEDICAL CAMPUS	2,128.00
820	RESTRICTED CONTRIBUTIONS	7,270.47
821	DARE PROGRAM FUND	220.00

 GRAND TOTAL: 975,075.19

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



DDA

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June 2, 2016

City of Saint Peter
Attn: Todd Prafke, City Administrator
227 South Front Street
Saint Peter, MN 56082

Honorable Mayor, Council Members, and Mr. Prafke:

The City of Saint Peter has been working for some time on the development of a new residential subdivision that will be similar in nature to the Nicollet Meadows and Washington Terrace Projects. A critical component in reducing the cost of lots in all of these projects has been the use of tax increment financing.

Tax Increment Financing or TIF is a tool that captures new property taxes that are generated as a result of new development that occurs within the boundaries of a designated TIF District. For housing projects this capture period can extend for up to 26-years. For the Traverse Green Project it is intended to capture the new property taxes that are generated as the result of the construction of new homes, and to use those taxes to assist in making debt service payments on bonds that will be issued to fund the improvements within that subdivision. By doing this, the City is able to reduce the cost of lots that are sold to income qualified households.

For 2016 the income limits for TIF assisted owner occupied housing are \$77,100 for a family of two or fewer, and \$88,665 for a family of three or more. Families at or below those income limits would be able to receive a reduction in their lot purchase prices based on the value of tax increment assistance that is assigned to each lot. This will significantly enhance the affordability of new homes within the Traverse Green Subdivision.

The process for creating a TIF District includes holding a public hearing prior to the adoption of a Tax Increment Financing Plan. The City Council has previously called for this public hearing to be held on June 13, 2016. A draft of the Tax Increment Plan (attached) has been sent to the County and School District for review and comment. Enclosed for City Council consideration following the public hearing is a resolution providing for the creation of Tax Increment Financing District No. 1-20.

Please feel free to contact me if I can be of any assistance in answering questions regarding the information provided. Thank you for your time and consideration.

Sincerely,

Shannon Sweeney, Associate
David Drown Associates, Inc.

City of Saint Peter, Minnesota

Tax Increment Financing Plan for **Tax Increment Financing District No. 1-20** (Traverse Green Housing Project)

To be Adopted: June 13, 2016



DDA

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Tax Increment Financing Plan for Tax Increment Financing District No. 1-20

Section 1 Definitions

The terms defined in this section have the meanings given herein, unless the context in which they are used indicates a different meaning:

"Authority" means the City Council of the City of Saint Peter, Minnesota.

"City" means the City of Saint Peter, Minnesota.

"City Council" means the City Council of the City of Saint Peter, Minnesota.

"County" means Nicollet County, Minnesota.

"County Board" means the County Board of Nicollet County.

"Developer" means any person undertaking construction or renovation of taxable property within the Project Area, including the City of Saint Peter, the Saint Peter Economic Development Authority and the Southwest MN Housing Partnership.

"Project" means the Development Program for Municipal Development District No. 1.

"Project Area" means the geographic area of the Project.

"Public Costs" means the costs of land acquisition, site improvements, public infrastructure, the repayment of debt service on tax increment bonds, and other eligible costs as set forth in the Development Program and Tax Increment Financing Plan(s).

"School District" means the Independent School District No. 508

"State" means the State of Minnesota.

"TIF Act" means Minnesota Statutes, Sections 469.174 through 469.1799, both inclusive.

"TIF District" means Tax Increment Financing District No. 1-20.

"TIF Plan" means the tax increment financing plan for the TIF District (this document).

Section 2 Statement of Need and Public Purpose

There is a need for new development within the corporate limits of the City to provide employment opportunities, to improve the tax base and to improve the general economy of the state.

Section 3 Statutory Authorization

The Authority is empowered under the provisions of the TIF Act to establish a tax increment financing district.

Section 4 Statement of Objectives

The objectives of this tax increment financing plan are consistent with the objectives outlined in the Development Program.

Section 5 Specific Development Expected to Occur in the TIF District

The City has acquired and is proposing to develop the Traverse Green Subdivision on the property included in TIF District 1-20. Traverse Green Subdivision will provide affordable single-family residential lots and two lots that will be available for multi-family development by private entities. The City is intending to utilize tax increments generated by the proposed development to assist in paying the public costs associated with the project including the cost of public infrastructure.

Section 6 Property to be Included in the TIF District

The TIF District includes property owned by the Saint Peter School District which has been purchased by the City of Saint Peter and is being platted as the Traverse Green Subdivision. A map showing the location of the TIF District is provided in Exhibit 1. A complete listing of parcels, together with valuation and other statistics, is included in Exhibit 2.

The area encompassed by the TIF District shall also include all street rights-of-way and utility or drainage easements located upon or adjacent to the property described in Exhibits 1 and 2.

Section 7 Estimated Sources and Uses of Funds (Public Costs)

The estimated costs of the proposed development in the TIF District which are eligible for reimbursement with tax increments of the TIF District and the projected sources of revenue available to fund these costs are summarized below.

Uses of Funds (Public Costs)

Capital Costs:

Land Acquisition	500,000
Streets & Sidewalks	2,000,000
Utilities	2,000,000
Site Improvements	<u>750,000</u>
	\$5,250,000

Finance Costs:

Bond & Note Interest Payments	<u>1,250,000</u>
Subtotal Finance Costs	\$1,250,000

Administrative Costs

Administration funded with TIF	666,949
Administration funded with other	<u>0</u>
	\$666,949
Total Uses of Funds	\$7,166,949

Sources of Funds

Tax Increments	\$6,669,490
Interest Earnings	<u>497,459</u>
Total Sources of Funds	\$7,166,949

The Authority reserves the right to adjust the amount of any of the line items listed above or to incorporate additional eligible items, so long as the total estimated public cost is not increased.

Section 8 Estimated Impact on Other Taxing Jurisdictions

Exhibit 4 shows the estimated impact on other taxing jurisdictions if the projected Retained Captured Net Tax Capacity of the TIF District were hypothetically available to the other jurisdictions. The Authority believes that there will be no adverse impact on other taxing jurisdictions during the life of the TIF District, since only limited development would have occurred without the establishment of the TIF District and the provision of public assistance. A positive impact on other taxing jurisdictions will occur when the TIF District is decertified and the development therein becomes part of the general tax base.

Section 9 Fiscal and economic implications

M.S. Section 469.175 Subdivision 2(b) requires a specific description of the fiscal and economic implications of the proposed TIF District on city operations, plus an estimate of the total TIF to be generated over the life of the TIF District attributable to each taxing jurisdiction.

City Service Costs: The City is intending to capture tax increments from the project to assist in the construction of affordable housing within the community. Demands on other City services are expected to be handled without significant increases to public costs. City utilities are operated on a fee for service basis so usage revenues will cover increased costs. Impacts on police, fire and administrative costs are expected to be negligible.

While the City may issue debt in connection with this project, it is not expected to be in an amount that would impact the City's ability to borrow money for other projects.

TIF Attribution. The City projects TIF collections will total \$6,669,490 over the 26-year life of the TIF District. Of this total, \$2,376,188 is attributable to the City's share of the tax levy; \$2,645,681 from the County's share of tax levy, and \$1,623,495 from the School Districts share of tax levy.

Section 10 Property to be acquired in the TIF District

The Authority may reimburse the developers or purchasers for the costs of any or all of the property located within the TIF District, and any such acquisition shall be considered authorized by this TIF Plan. Please see Exhibit 2 for a complete listing of parcels.

Section 11 Estimated Amount of Bonded Indebtedness

The Authority reserves the right to fund all Project costs using internal funding, general obligation bonds, pay-as-you-go financing or any other financing mechanism authorized by law. The maximum amount of bonds to be funded with tax increment revenues is \$5,250,000.

The Authority may incur "internal debt", including a negative balance in the TIF fund and other internal loans or transfers of funds. All such forms of internal debt are hereby explicitly authorized by this TIF Plan, may include interest at a rate not to exceed the prime rate, may be fully repaid with tax increment revenues or proceeds of tax increment bonds payable from tax increment revenues over the life of the TIF District, and shall be in addition to and not be counted against the debt limit created by this section.

Section 12 Designation of TIF District as a Housing District (*not qualified*)

The Tax Increment District qualifies as a housing district. A housing district is a type of tax increment financing district which consists of a project intended for occupancy, in part, by persons or families of low and moderate income. Low and moderate income is defined by federal, state and sometimes local legislation. A housing district may contain and provide assistance to commercial, retail, or other nonresidential uses, as long as the square footage of these uses does not exceed 20% of the total square footage of buildings in the TIF District.

Housing districts are subject to various income limitations. For owner occupied residential property, 95% of the housing units must be initially purchased and occupied by individuals whose family income is less than or equal to the income requirements for qualified mortgage bond projects under Section 143(f) of the Internal Revenue Code. Generally, the initial occupants must have incomes of 100% or less of statewide median income for families of two or less, and 115% of statewide median income for families of three or more. For residential rental property, the property must satisfy the income requirements for a qualified residential rental project as defined in Section 142(d) of the Internal Revenue Code. This requires that at least 40% of the units are rented to families with incomes at or below 60% of county median income, or 20% of the units rented to families with incomes at or below 50% of county median income, adjusted for family size. These requirements apply for the life of the District.

The Authority will assure housing development within the District meets the above criteria. The Authority reserves the right, however, to remove property from the TIF District to accommodate proposed housing development(s) which do not meet these criteria.

Section 13 Original Net Tax Capacity

The County Auditor will certify the Original Net Tax Capacity of the TIF District. The Estimated Market Value of the property in the TIF District as of January 1, 2016, for taxes payable in 2017 is estimated to be \$689,920. The original net tax capacity of the TIF District is estimated to be approximately **\$6,899**.

Each year the County Auditor will certify the amount that the Original Net Tax Capacity has increased or decreased as a result of:

- changes in the tax-exempt status of property;
- reductions or enlargements of the geographic area of the TIF District;
- changes due to stipulation agreements or abatements; or
- changes in classification rates.

Section 14 Original Local Tax Rate

The County Auditor shall also certify the Original Local Tax Rate of the TIF District. This rate shall be the sum of all local tax rates that apply to property in the TIF District. This rate shall be for the same taxes payable year as the Original Net Tax Capacity.

In future years, the amount of tax increment generated by the TIF District will be calculated using the lesser of (a) the sum of the current local tax rates at that time or (b) the Original Local Tax Rate of the TIF District.

The sum of all local tax rates that apply to property in the TIF District for taxes levied in 2015 and payable in 2016 is **132.7%**. The final Original Local Tax Rate may be higher or lower than this value, depending upon the final local tax rates for payable 2017.

<u>Taxing Jurisdiction</u>	<u>2015/2016 Local Tax Rate</u>
City of St. Peter	47.278%
Nicollet County	52.640%
School District 508	32.302%
Other	<u>.480%</u>
Total	132.700%

The projected original local tax rate does not include the State of Minnesota property tax rate on commercial, industrial and seasonal recreation property of 48.641%, which is not captured as tax increment. The portion of the School District levy that is attributed to locally funded operating expenses will also be exempt from capture by this TIF District.

Section 15 Projected Retained Captured Net Tax Capacity and Tax Increment

Each year the County Auditor will determine the current Net Tax Capacity of all property in the TIF District. To the extent that this total exceeds the Original Net Tax Capacity, the difference is known as the Captured Net Tax Capacity of the TIF District. It is the Authority's intention to retain 100% of the Captured Net Tax Capacity of the TIF District. Such amount shall be known as the Retained Captured Net Tax Capacity of the TIF District.

Exhibit 3 estimates the total amount of retained net captured tax capacity, gross tax increments, adjustments, and the net tax increment revenues which will be available annually and cumulatively over the life of the TIF District.

Section 16 Statutory Duration of the TIF District

Housing districts may remain in existence through the end of the 25th year following receipt of the first tax increment, resulting in 26 TIF collections. The Authority anticipates that the TIF District will receive the first increment payment in 2018 and elects to have the first collection year be 2018. The District is expected to remain in existence the maximum duration allowed by law (projected to be through 2043). Modifications of this plan (see Section 28) shall not extend these duration limits.

Section 17 Use of Tax Increments – Housing Districts

Tax increments derived from a housing district must be used solely to finance the costs of housing projects defined in Section 12. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the Authority may be included in the cost of a housing project.

Section 18 Use of Tax Increments – General

Each year the county treasurer will deduct an estimated 0.36% of the annual tax increment generated by the TIF District and pay such amount to the state general fund. Such amounts will be appropriated to the state auditor for the cost of financial reporting and auditing of tax increment financing information throughout the state. Exhibit 3 shows the projected deduction for this purpose over the anticipated life of the TIF District.

The Authority has determined that it will use 100% of the remaining tax increment generated by the TIF District for any of the following purposes:

1. pay for the estimated public costs of the TIF District (including administrative expenses, see Section 7) and City administrative costs associated with the TIF District (see Section 22);
2. pay principal and interest on tax increment bonds, notes or other financial obligations issued to finance the public costs of the TIF District;
3. accumulate a reserve securing the payment of tax increment bonds or other bonds issued to finance the public costs of the TIF District;
4. pay all or a portion of the county road costs as may be required by the County Board under M.S. Section 469.175, Subdivision 1a; or

5. return excess tax increments to the County Auditor for redistribution to the City, County and School District in proportion to their local tax capacity rates.

Tax increments from property located in one county must be expended for the direct and primary benefit of a project located within that county, unless both County Boards involved waive this requirement. Tax increments shall not be used to circumvent levy limitations.

Tax increment cannot be used to finance the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or Federal government. This prohibition does not apply to the construction or renovation of a parking structure, a common area used as a public park, or a facility used for social, recreational, or conference purposes and not primarily for conducting the business of the community.

If there exists any type of agreement or arrangement providing for the developer, or other beneficiary of assistance, to repay all or a portion of the assistance that was paid or financed with tax increments, such payments shall be subject to all of the restrictions imposed on the use of tax increments. Assistance includes sales of property at less than the cost of acquisition or fair market value, grants, ground or other leases at less than fair market rent, interest rate subsidies, utility service connections, roads, or other similar assistance that would otherwise be paid for by the developer or beneficiary.

Section 19 “Green Acres”

A TIF District may NOT include parcels that qualified as “green acres” in any of the five (5) years preceding the request for certification, unless 85% of development in the district is restricted to qualified manufacturing or distribution facilities directly related to production of tangible personal property and paying at least 90% of its employees wages equal to or greater than 160% of the federal minimum wage, or the development in the district is a qualified housing project.

Section 20 4-Year Knock-Down Rule

If after four years from certification of the TIF District no demolition, rehabilitation, renovation, or qualified improvement of an adjacent street has commenced on a parcel located within the TIF District, then that parcel shall be excluded from the TIF District and the Original Net Tax Capacity shall be adjusted accordingly. Qualified improvements of a street are limited to construction or opening of a new street, relocation of a street, or substantial reconstruction or rebuilding of an existing street. The Authority must submit to the County Auditor, by February 1 of the fifth year, evidence that the required activity has taken place for each parcel in the TIF District.

If a parcel is excluded from the TIF District and the Authority or owner of the parcel subsequently commences any of the above activities, the Authority shall certify to the County Auditor that such activity has commenced and the parcel shall once again be included in the TIF District. The County Auditor shall certify the Net Tax Capacity of the parcel, as most recently certified by the Commissioner of Revenue, and add such amount to the Original Net Tax Capacity of the TIF District.

Section 21 Tax Increment Pooling – 5-year Rule

At least 80% of the tax increments from the TIF District must be expended on low and moderate income housing activities within the Development District. All administrative expenses are considered to have been spent outside of the District. Tax increments are considered to have been spent within the TIF District if such amounts are:

1. actually paid to a third party for activities performed within the TIF District within five years after certification of the district;
2. used to make payments or reimbursements to a third party under binding contracts for activities performed within the TIF District, which were entered into within five years after certification of the district; or
3. used to pay bonds that were issued and sold to a third party, the proceeds of which are reasonably expected on the date of issuance to be spent within the later of the five-year period or a reasonable temporary period or are deposited in a reasonably required reserve or replacement fund.

Beginning with the sixth year following certification of the TIF District, at least 80% of the tax increments must be used to pay outstanding bonds or make contractual payments obligated within the first five years. When outstanding bonds have been defeased and sufficient money has been set aside to pay for such contractual

obligations, the TIF District must be decertified.

The Authority also elects the option provided by M.S. 469.1763 to increase the amount of expenditures permitted outside the District by up to an additional 10%. However, these expenditures are limited to assisting housing which meets the requirements of a low income housing building defined under section 42(c) of the Internal Revenue Code.

The Authority expects that a portion of tax increments may be used for housing expenses elsewhere within the Development District.

Section 22 Excess Tax Increment

On December 31st of each year, the Authority must determine the amount of excess increments for the TIF District. See M.S. Section 469.176 subdivision 2 for a complete definition. Excess increments may only be used to:

1. prepay any outstanding tax increment bonds, notes or other obligations;
2. discharge the pledge of tax increments thereon.
3. pay amounts into an escrow account dedicated to the payment of the tax increment bonds, notes or other obligations; or
4. return excess tax increments to the County Auditor for redistribution to the City, County and School District in proportion to their local tax capacity rates. The County Auditor must report to the Commissioner of Education the amount of any excess tax increment redistributed to the School District within 30 days of such redistribution.
5. Allocation of excess increments must be completed by September 31st in the year following the year in which the excess increments were redistribution.

Section 23 Limitation on Administrative Expenses

Administrative expenses are defined as all costs of the Authority other than:

1. amounts paid for the purchase of land;
2. amounts paid for materials and services, including architectural and engineering services directly connected with the proposed development within the TIF District;
3. relocation benefits paid to, or services provided for, persons or businesses located within the TIF District; or
4. amounts used to pay principal or interest on, fund a reserve for, or sell at a discount, tax increment bonds.
5. amounts used to make payments on other financial obligations used to finance costs outlined above.

Administrative expenses include amounts paid for services provided by bond counsel, fiscal consultants, planning or economic development consultants, and actual costs incurred by the City in administering the TIF District. Tax increments may be used to pay administrative expenses of the TIF District up to the lesser of (a) 10% of the total estimated public costs authorized by the TIF Plan or (b) 10% of the total tax increment expenditures of the project.

Section 24 Prior Planned Improvements

The City shall accompany its request for certification to the County Auditor with a listing of all properties within the TIF District for which building permits have been issued during the 18 months immediately preceding approval of the TIF Plan. The County Auditor shall increase the Original Net Tax Capacity of the TIF District by the Net Tax Capacity of each improvement for which a building permit was issued.

Section 25 Development Agreements

If more than 10% of the acreage of a project (which contains a housing district) is to be acquired by the Authority with proceeds from tax increment bonds then, prior to such acquisition, the Authority must enter into an agreement for the development of the property. Such agreement must provide recourse for the Authority should the

development not be completed.

Section 26 Exempt from Business Subsidy Laws

Minnesota Statutes 116J.991 requires an Authority providing a business with a subsidy worth \$25,000 to complete a subsidy approval process. Housing assistance, however, is exempt from the requirements.

Section 27 Assessment Agreements

The Authority may, upon entering into a development agreement, also enter into an assessment agreement with the developer, which establishes a minimum market value of the land and improvements for each year during the life of the TIF District.

The assessment agreement shall be presented to the County or City Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land, and so long as the minimum market value contained in the assessment agreement appears to be a reasonable estimate, shall certify the assessment agreement as reasonable. The assessment agreement shall be filed for record in the office of the County Recorder of each county where the property is located. Any modification or premature termination of this agreement must first be approved by the City, and if the project is valued below the minimum market value, also approved by the County and School District.

Section 28 Modifications of the Tax Increment Financing Plan

Any reduction or enlargement in the geographic area of the Project Area or the TIF District; increase in the amount of bonded indebtedness to be incurred; increase in the amount of capitalized interest; increase in that portion of the Captured Net Tax Capacity to be retained by the Authority; increase in the total estimated public costs; or designation of additional property to be acquired by the Authority shall be approved only after satisfying all the necessary requirements for approval of the original TIF Plan. These restrictions do not apply if:

1. the only modification is elimination of parcels from the Project Area or the TIF District; and
2. the current Net Tax Capacity of the parcels eliminated equals or exceeds the Net Tax Capacity of those parcels in the TIF District's Original Net Tax Capacity, or the Authority agrees that the TIF District's Original Net Tax Capacity will be reduced by no more than the current Net Tax Capacity of the parcels eliminated.

The Authority must notify the County Auditor of any modification that reduces or enlarges the geographic area of the Project Area or the TIF District. The geographic area of the TIF District may be reduced but not enlarged after five years following the date of certification.

Section 29 Administration of the Tax Increment Financing Plan

Upon adoption of the TIF Plan, the Authority shall submit a copy of such plan to the State Auditor's Office. The Authority shall also request that the County Auditor certify the Original Net Tax Capacity and Net Tax Capacity Rate of the TIF District. To assist the County Auditor in this process, the Authority shall submit copies of the TIF Plan, the resolution establishing the TIF District and adopting the TIF Plan, and a listing of any prior planned improvements. The Authority shall also send the County Assessor any assessment agreements establishing the minimum market value of land and improvements in the TIF District, and shall request that the County Assessor review and certify any assessment agreements as reasonable.

The County shall distribute to the Authority the amount of tax increment as it becomes available. The amount of tax increment in any year represents the applicable property taxes generated by the Retained Captured Net Tax Capacity of the TIF District. The amount of tax increment may change due to development anticipated by the TIF Plan, other development, inflation of property values, or changes in property classification rates or formulas.

In administering and implementing the TIF Plan, the following actions should occur on an annual basis:

1. Prior to July 1, the Authority shall notify the County Assessor of any new development that has occurred in the TIF District during the past year to insure that the new value will be recorded in a timely manner.
2. If the County Auditor receives the request for certification of a new TIF District, or for modification of an existing TIF District, before July 1, the request shall be recognized in determining local tax

rates for the current and subsequent levy years. Requests received on or after July 1 shall be used to determine local tax rates in subsequent years.

Each year the County Auditor shall certify the amount of the Original Net Tax Capacity of the TIF District. The amount certified shall reflect any changes that occur as a result of the following:

1. the value of property that changes from tax-exempt to taxable shall be added to the Original Net Tax Capacity of the TIF District. The reverse shall also apply;
2. the Original Net Tax Capacity may be modified by any approved enlargement or reduction of the TIF District;
3. if the TIF District is classified as an economic development district, then the Original Net Tax Capacity shall be increased by the amount of the annual adjustment factor; and
4. if laws governing the classification of real property cause changes to the percentage of Estimated Market Value to be applied for property tax purposes, then the resulting increase or decrease in Net Tax Capacity shall be applied proportionately to the Original Net Tax Capacity and the Retained Captured Net Tax Capacity of the TIF District.

The County Auditor shall notify the Authority of all changes made to the Original Net Tax Capacity of the TIF District.

Section 30 Financial Reporting and Disclosure Requirements

The Authority is responsible for information and financial reporting on the activities of the TIF District. These responsibilities include:

1. Prepare and Publish an Annual Statement. No later than August 1 of each year, the Authority must prepare and publish an annual statement which includes at least the following information:
 - a) tax increment received and expended in that year
 - b) Original Net Tax Capacity
 - c) captured Net Tax Capacity
 - d) amount of outstanding bonded indebtedness
 - e) increments paid to other government bodies
 - f) administrative costs
 - g) increments paid directly or indirectly outside of the district
 - h) if a fiscal disparities contribution is computed under section 469.177, Subd. 3(a), the increase in property tax imposed on other properties in the municipality as a result of the fiscal disparities contribution in the manner prescribed by the commissioner of revenue.

A copy of the annual statement must also be provided to the State Auditor, county board and county auditor, and the municipality.

2. Prepare an Annual Report. (469.175 Subds. 5 and 6) The State Auditor enforces the provisions of the TIF Act and has full responsibility for financial and compliance auditing of the Authority's use of tax increment financing. The State Auditor's office provides detailed tax increment reporting forms for use in complying with annual reporting requirements. On or before August 1 of each year, the Authority and/or the City must prepare a status and financial report for the TIF District and submit it to the state auditor, the county board, the county auditor, and the governing body of the municipality, if the municipality is not also the authority.

Section 31 Findings and Need for Tax Increment Financing

In establishing the TIF District, the City makes the following findings:

1. The TIF District qualifies as a housing district:

See Section 12 of this document for the reasons and facts supporting this finding.
2. The proposed development, in the opinion of the City, would not reasonably be expected to occur

solely through private investment within the reasonably foreseeable future, and the increased market value of the site that could reasonably be expected to occur without the use of tax increment would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan;

The City has found that TIF assistance is necessary to control certain development costs such that single-family lots and unit rents can be maintained at affordable levels. Without assistance, the City believes that required lot prices and rents will exceed affordable levels and the project will not be feasible.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is included as Exhibit 5, and indicates that:

- a) *The increase in estimated market value of the proposed developments is \$25,980,000; and*
 - b) *The present value of expected tax increments collected over the maximum duration of the TIF District is \$2,958,564; and*
 - c) *The expected increased estimated market value of the site without the use of tax increment is \$5,166,667, assuming the land is developed as single-family housing.*
3. The TIF Plan conforms to the general plan for development or redevelopment of the City as a whole.
- The reasons and facts supporting this finding are that the current zoning of the property provides for industrial development as a permitted use, and rezoning will not be required.
4. The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of the Project Area by private enterprise.

The reasons and facts supporting this finding are that the development activities are necessary so that development and redevelopment by private enterprise can occur within the Development District.

Exhibits

Map of Financing District and Project Area Exhibit 1
Parcels and Valuations Exhibit 2
Tax Increment Projections Exhibit 3
Statement of Fiscal and Economic Impacts Exhibit 4
Market Value Analysis Exhibit 5

City of Saint Peter, Minnesota
TIF District No. 1-20

Parcel Summary -- Areas, Values & Conditions

Owner of Record	Parcel Identification No.	Apr-16 Land Use	Pay 17 Land	Pay 17 Building	Total Value	Est. Original Tax Cap.	Acreage
City of St. Peter	19.008.0010	ag	207,570	-	207,570	2,076	18.87
City of St. Peter	19.008.0020	ag	44,000	-	44,000	440	4
City of St. Peter	19.017.0010	ag	421,190	-	421,190	4,212	38.29
City of St. Peter	19.017.0020	ag	17,160	-	17,160	172	1.56
					689,920	6,899	62.72

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**City of Saint Peter, Minnesota
TIF District No. 1-20**

Tax Increment Projections

Valuations & Projected Increases

	Market	Tax Capacity
Original Values	689,920	6,899
Increased Value: (New Development)	26,670,000	243,414

Tax Rate Assumptions:

	2016 Tax Rate
City of St. Peter	47.278%
Nicollet County	52.640%
School District 508	32.302%
Other	0.480%
	<u>132.700%</u>

Projected Tax Increment

Adjustments

Payable Year	Original Tax Capacity	Projected Tax Capacity	Net Captured Tax Capacity	Less Fiscal Disparities	Retained Net Captured Tax Capacity	Projected Tax Rate*	Gross Tax Increment	10.00% Admin. Retainage	0.36% State Auditor's Deduction	TOTAL NET REVENUES
2016	6,899	6,899	-	-	-	132.70%	-	-	-	-
2017	6,899	6,899	-	-	-	132.70%	-	-	-	-
2018	6,899	22,082	15,183	-	15,183	132.70%	20,147	2,015	73	18,060
2019	6,899	44,164	37,264	-	37,264	132.70%	49,450	4,945	178	44,327
2020	6,899	74,995	68,096	-	68,096	132.70%	90,364	9,036	325	81,002
2021	6,899	97,077	90,178	-	90,178	132.70%	119,666	11,967	431	107,269
2022	6,899	119,159	112,260	-	112,260	132.70%	148,969	14,897	536	133,536
2023	6,899	141,241	134,342	-	134,342	132.70%	178,271	17,827	642	159,802
2024	6,899	163,323	156,423	-	156,423	132.70%	207,574	20,757	747	186,069
2025	6,899	194,154	187,255	-	187,255	132.70%	248,488	24,849	895	222,744
2026	6,899	216,236	209,337	-	209,337	132.70%	277,790	27,779	1,000	249,011
2027	6,899	238,318	231,419	-	231,419	132.70%	307,093	30,709	1,106	275,278
2028	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2029	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2030	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2031	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2032	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2033	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2034	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2035	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2036	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2037	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2038	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2039	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2040	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2041	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2042	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
2043	6,899	243,414	236,515	-	236,515	132.70%	313,855	31,385	1,130	281,340
							<u>6,669,490</u>	<u>666,949</u>	<u>24,010</u>	<u>5,978,530</u>

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**City of Saint Peter, Minnesota
TIF District No. 1-20**

STATEMENT OF FISCAL AND ECONOMIC IMPACTS OF PROPOSED TIF DISTRICT

Taxing Jurisdiction	Without TIF District		With TIF District					
	2016 Taxable Net Tax Capacity ⁽¹⁾	2016 Local Tax Rate	2016 Taxable Net Tax Capacity ⁽¹⁾	Projected Captured Net Tax Capacity	Hypothetical Tax Generated By TIF	New Taxable Net Tax Capacity	Hypothetical Adjusted Local Tax Rate	Hypothetical Decrease in Tax Rate
City of Saint Peter, Minnesota	4,827,509	47.28%	4,827,509	236,515	111,819	5,064,024	45.070%	2.208%
Nicollet County	36,428,360	52.64%	36,428,360	236,515	124,501	36,664,875	52.300%	0.340%
School District 508	8,587,510	32.30%	8,587,510	236,515	76,399	8,824,025	31.436%	0.866%
Other ⁽²⁾	—	0.48%	—	-	-	—	0.48%	—
Totals		132.70%			312,720		129.287%	3.413%

Statement #1 If all of the projected captured net tax capacity of the project were hypothetically available to each taxing jurisdiction if TIF were not used, the tax capacities of each jurisdiction would be increased by the amounts shown above, and the local tax rates of each jurisdiction would be decreased by the amounts shown.

Statement #2: As the projected captured tax capacity of the project would not be available without the use of TIF, the tax capacities and tax rates of each jurisdiction will not be affected.

Statement #3: The estimated amount of tax increment generated over the life of the TIF District is estimated to be \$6,669,490.

Statement #4 A description of the probable impact of the TIF District on City services as a result of the creation of this TIF District would include the following: The City will be collecting an estimated \$2,376,188 in city property tax revenue from the proposed project area and applying it to project related expenses rather than general services such as police, fire, and other services not paid by user fees.

The estimated amount of increment attributed to the school districts' tax levies and captured as a result of the creation of this TIF District is \$1,623,495 for School District 508.

Statement #5:

The estimated amount of increment attributed to the county tax levy and captured as a result of the creation of this TIF district is \$2,645,681.

Statement #6:

⁽¹⁾ Taxable net tax capacity = total net tax capacity less value captured in TIF Districts and powerline value.

⁽²⁾ The impacts upon other taxing jurisdictions not included since they represent a small percentage of the total tax rate.

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**City of Saint Peter, Minnesota
TIF District No. 1-20**

Market Value Analysis

Increased Market Value of Site	\$ 25,980,080
Less Present Value of TIF Revenues	<u>\$ 2,958,564</u>
Estimated Increased Site Value w/out TIF	\$ 23,021,516
Net Value Increase	<u>\$ 5,166,667</u>
	\$ 17,854,849

Present Value of Tax Increments

Calculation Date: 5/6/2016
Present Value Factor: 5.00%

#	Year	Gross Tax Increment	Present Value
1	2016	-	-
2	2017	-	-
3	2018	20,147	17,404
4	2019	49,450	40,683
5	2020	90,364	70,802
6	2021	119,666	89,297
7	2022	148,969	105,869
8	2023	178,271	120,661
9	2024	207,574	133,804
10	2025	248,488	152,550
11	2026	277,790	162,418
12	2027	307,093	171,001
13	2028	313,855	166,444
14	2029	313,855	158,518
15	2030	313,855	150,970
16	2031	313,855	143,781
17	2032	313,855	136,934
18	2033	313,855	130,413
19	2034	313,855	124,203
20	2035	313,855	118,289
21	2036	313,855	112,656
22	2037	313,855	107,291
23	2038	313,855	102,182
24	2039	313,855	97,316
25	2040	313,855	92,682
26	2041	313,855	88,269
27	2042	313,855	84,066
28	2043	313,855	80,062
		<u>6,669,490</u>	<u>2,958,564</u>

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

RESOLUTION APPROVING ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-20 WITHIN MUNICIPAL DEVELOPMENT DISTRICT NO. 1, AND THE ADOPTION OF THE TAX INCREMENT FINANCING PLAN RELATING THERETO

WHEREAS, it has been proposed that the City of Saint Peter, Minnesota (the "City"), establish Tax Increment Financing District No. 1-20 within Municipal Development District No. 1, and adopt a tax increment financing plan relating thereto, under the provisions of Minnesota Statutes, Sections 469.174 to 469.1794 (inclusive, the "Act"); and

WHEREAS, the City of Saint Peter has investigated the facts and has caused to be prepared a tax increment financing plan for Tax Increment Financing District No. 1-20; and

WHEREAS, The City has performed all actions required by law to be performed prior to the establishment of Tax Increment Financing District No. 1-20 and the adoption of the tax increment financing plan relating thereto, including, but not limited to, notification of Nicollet County and ISD 508, having taxing jurisdiction over the property to be included in Tax Increment Financing District No. 1-20, and the holding of a public hearing upon published notice as required by law.

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

1. Tax Increment Financing District No. 1-20 within Municipal Development District No. 1. The City hereby approves the establishment of Tax Increment Financing District No. 1-20, the boundaries of which are fixed and determined as described in the Tax Increment Financing Plan.
2. Tax Increment Financing Plan. The Tax Increment Financing Plan is adopted as the tax increment financing plan for Tax Increment Financing District No. 1-20, and the City Council makes the following findings:
 - a. Tax Increment Financing District No. 1-20 is a housing district as defined in Minnesota Statutes, Section 469.174, Subd. 11; Criteria for this type of district is described in Section 12 of the Tax Increment Financing Plan. The City will assure all development is in compliance with income limits.
 - b. The proposed development, in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 1-20 permitted by the Tax Increment Financing Plan.

The City has found that TIF assistance is necessary to control certain development costs such that single-family lots and unit rents can be maintained at affordable levels. Without assistance, the City believes that required lot prices and rents will exceed affordable levels and the project will not be feasible.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is included as Exhibit 5, and indicates that.

1. The increase in estimated market value of the proposed developments is \$25,980,000; and
 2. The present value of expected tax increments collected over the maximum duration of the TIF District is \$2,958,564; and
 3. The expected increased estimated market value of the site without the use of tax increment is \$5,166,667, assuming the land is developed as single-family housing.
- c. The Tax Increment Financing Plan for Tax Increment Financing District No. 1-20 conforms to the general plan for development or redevelopment of the City of Saint Peter as a whole. The reasons and facts supporting this finding are that the current zoning of the property provides for industrial development as a permitted use, and rezoning will not be required.
- d. The Tax Increment Financing Plan will afford maximum opportunity, consistent with the sound needs of the City of Saint Peter as a whole, for the development or redevelopment of Tax Increment Financing District No. 1-20 by private enterprise. The reasons and facts supporting this finding are that the development activities are necessary so that development and redevelopment by private enterprise can occur within the Development District.
3. Public Purpose. The adoption of the Tax Increment Financing Plan conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up to provide employment opportunities to improve the tax base, and to improve the general economy of the State and thereby serves a public purpose.
 4. Authorization of Interfund Loan. The City hereby authorizes internal funding in a principal amount equal to all Project costs listed in the TIF Plan Budget. Funds will be provided from the General Fund, repaid over the term of the TIF District, and include interest at a fixed rate of 4.00%. (This interest rate is the greater of the rates specified under Minnesota Statutes 270C.40 and 549.09.)
 5. Certification. The Auditor of Nicollet County is requested to certify the original net tax capacity of Tax Increment Financing District No. 1-20 as described in the Tax Increment Financing Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Administrator is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within Tax Increment District No. 1-20 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

6. Filing. The City Administrator is further authorized and directed to file a copy of the Tax Increment Financing Plan with the Department of Revenue and the Office of the State Auditor.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 13th day of June, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



DDA

**David Drown Associates, Inc.
Public Finance Advisors**

Waconia Office:
2078 Feather Circle
Waconia, MN 55387
(952) 442-5821 | fax (952) 442-8838
shannon@daviddrown.com

June 2, 2016

City of Saint Peter
Attn: Paula O'Connell, Finance Director
224 South Front Street
Saint Peter, MN 56082

RE: \$2,405,000 G.O. Tax Increment Bonds – Series 2016A

Honorable Mayor, Council Members, Administrator Prafke and Mrs. O'Connell:

Per the previous action taken by the City Council, a competitive sale of the City's \$2,405,000 General Obligation Tax Increment Bonds, Series 2016A has been scheduled for Monday, June 13, 2016. We will be receiving bids that morning for the purchase of this bond issue, and will be presenting those bids to the City Council that evening with a recommendation regarding the award.

The purpose of the bond issue is to fund project costs associated with public improvements being constructed in the Traverse Green Subdivision. Attached you will find a draft resolution providing for the award of the sale of the proposed bond issue. Final information pertaining to the low bid received will be incorporated into the resolution when it is received on the day of sale.

Please feel free to contact me with any questions in the interim. Thank you again for your time and consideration.

Sincerely,

Shannon Sweeney, Associate
David Drown Associates, Inc.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION ACCEPTING PROPOSAL ON THE COMPETITIVE NEGOTIATED SALE OF
\$2,405,000 GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 2016A, AND
LEVYING A TAX FOR THE PAYMENT THEREOF**

WHEREAS, the City Council of the City of Saint Peter, Minnesota (the "City"), has heretofore established Municipal Development District No. 1 (the "Development District") pursuant to the provisions of Minnesota Statutes, Sections 469.124 through 469.133, and has approved a Development Program (the "Program") with respect to the Development District; and

WHEREAS, the Council has also heretofore established Tax Increment Financing District No. 1-20 as a housing district within the Development District (the "Tax Increment District") under the provisions of Minnesota Statutes, Sections 469.174 through 469.1794 and has approved a tax increment financing plan (the "Plan") with respect to the Tax Increment District; and

WHEREAS, pursuant to the provisions of the Program and Plan, funds are to be expended to provide funds to finance certain capital and administration costs, consisting of public improvements within the Tax Increment District as set forth in the Plan (the "Project"); and

WHEREAS, the City Council has heretofore determined that it is necessary and expedient to issue \$2,405,000 General Obligation Tax Increment Bonds, Series 2016A (the "Bonds" or individually, a "Bond"), pursuant to Minnesota Statutes, Chapters 469 and 475, to finance the Project; and

WHEREAS, the City has retained David Drown Associates, in Minneapolis, Minnesota ("David Drown"), as its independent financial advisor for the sale of the Bonds and was therefore authorized to sell the Bonds by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Bonds have been solicited by David Drown; and

WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the Administrator, or designee, at the offices of David Drown at 11:00 A.M. this same day pursuant to the Terms of Offering established for the Bonds; and

WHEREAS, it is in the best interests of the City that the Bonds be issued in book-entry form as hereinafter provided; and

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

1. Acceptance of Proposal. The proposal of _____
(the "Purchaser"), to purchase the Bonds in accordance with the terms established therefor and at the rates of interest hereinafter set forth, and to pay therefor the sum of \$ _____,

plus interest accrued to settlement, is hereby accepted and the Bonds are hereby awarded to the Purchaser. The Finance Director is directed to retain the deposit of the Purchaser and to forthwith return to the unsuccessful bidders their good faith checks or drafts.

2. Bond Terms.

(a) Title; Original Issue Date; Denominations; Maturities; Term Bond Option. The Bonds shall be dated June 29, 2016, as the date of original issue and shall be issued forthwith on or after such date in fully registered form. The Bonds shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations"). The Bonds shall mature on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2018	\$ 85,000	2029	\$ 105,000
2019	90,000	2030	110,000
2020	90,000	2031	115,000
2021	90,000	2032	115,000
2022	90,000	2033	120,000
2023	95,000	2034	125,000
2024	95,000	2035	130,000
2025	95,000	2036	130,000
2026	100,000	2037	135,000
2027	100,000	2038	140,000
2028	105,000	2039	145,000

As may be requested by the Purchaser, one or more term Bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule and corresponding additions may be made to the provisions of the applicable Bond(s).

(b) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Bonds, and to this end:

(i) The Bonds shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Bond for each maturity of the Bonds; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Bond shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Bond.

(ii) Upon initial issuance, ownership of the Bonds shall be registered in a bond register maintained by the Bond Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Bonds neither the City nor the Bond Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Bonds as securities depository (the "Participant") or the person for which a Participant holds an interest in the Bonds shown

on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Bond Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Bonds, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Bonds, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Bonds, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Bonds (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Bonds are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Bond Registrar may treat as and deem the Depository to be the absolute owner of the Bonds for the purpose of payment of the principal of and premium, if any, and interest on the Bonds, for the purpose of giving notices of redemption and other matters with respect to the Bonds, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Bonds, and for all purpose whatsoever. The Bond Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Bonds only to the Holder or the Holders of the Bonds as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Bond Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10, references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Bond is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, by the Bond Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Bonds (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Bonds, collectively hereinafter referred to as the "Letter of Representations").

(vii) All transfers of beneficial ownership interests in each Bond issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Bonds.

(viii) In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Bond Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Bond Registrar may establish a special record date for such consent or other action. The City or the Bond Registrar

shall, to the extent possible, give the Depository notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

(ix) Any successor Bond Registrar in its written acceptance of its duties under this Resolution and any paying agency/bond registrar agreement, shall agree to take any actions necessary from time to time to comply with the requirements of the Letter of Representations.

(x) In the case of a partial prepayment of a Bond, the Holder may, in lieu of surrendering the Bonds for a Bond of a lesser denomination as provided in paragraph 5, make a notation of the reduction in principal amount on the panel provided on the Bond stating the amount so redeemed.

(c) Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

(i) The Depository may determine to discontinue providing its services with respect to the Bonds at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Bond if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

(ii) Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Bond that the Beneficial Owners be able to obtain certificates for the Bonds, the Bonds shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be registered in whatever name or names the Holder of the Bonds shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Bonds will be delivered to the Beneficial Owners.

(iii) Nothing in this subparagraph (c) shall limit or restrict the provisions of paragraph 10.

(d) Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

3. Purpose. The Bonds shall provide funds to finance the Project. Pursuant to the Plan, tax increments derived from the Tax Increment District (the "Tax Increments") established pursuant to the Plan, have been pledged to the payment of the Bonds and interest thereon. The estimated collection of Tax Increments exceeds twenty percent of the cost of the Project. The total cost of the Project, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Bonds. Proceeds of the Bonds shall be expended on costs or uses permitted by Minnesota Statutes, Sections 469.124 through 469.133, including particularly Section 469.176, Subdivision 4, and shall not be expended on any costs or devoted to any other uses.

4. Interest. The Bonds shall bear interest payable semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing February 1, 2017, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity years as follows:

<u>Year</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Interest Rate</u>
2018		2029	
2019		2030	
2020		2031	
2021		2032	
2022		2033	
2023		2034	
2024		2035	
2025		2036	
2026		2037	
2027		2038	
2028		2039	

5. Redemption. Bonds maturing on February 1, 2021, and thereafter shall be subject to redemption and prepayment at the option of the City on February 1, 2020 and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the City; and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date and interest thereon shall cease to accrue from and after the redemption date. Notice of redemption shall be given by registered or certified mail at least thirty days prior to the date fixed for redemption to the paying agent and to each affected registered holder of the Bonds at the address shown on the registration books.

To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar prior to giving notice of redemption shall assign to each Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers so assigned to such Bonds, as many numbers as, at \$5,000 for each number, shall equal the principal amount of the Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the City or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the City and Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the City shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

6. Bond Registrar. Northland Trust Services, Inc., in Minneapolis, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Bonds (the "Bond Registrar"), and shall do so unless and until a successor Bond Registrar is duly appointed, all pursuant to any contract the City and Bond Registrar shall execute which is consistent herewith. The Bond Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Bonds shall be paid to the registered holders (or record holders) of the Bonds in the manner set forth in the form of Bond and paragraph 12 of this resolution.

7. Form of Bond. The Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
NICOLLET COUNTY
CITY OF SAINT PETER

R-_____	GENERAL OBLIGATION TAX INCREMENT BOND, SERIES 2016A			\$ _____
<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>	
%	February 1, _____	June 29, 2016		

REGISTERED OWNER: CEDE & CO.
PRINCIPAL AMOUNT:

The City of Saint Peter, Nicollet County, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, unless called for earlier redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing February 1, 2017, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the office of Northland Trust Services, Inc., in Minneapolis, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month of such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Bondholders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America. So long as this Bond is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Bond and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution, and surrender of this Bond shall not be required for payment of the redemption price upon a partial redemption of this Bond. Until termination of the book-entry only system pursuant to the Resolution, Bonds may only be registered in the name of the Depository or its Nominee.

Redemption. All Bonds of this issue (the "Bonds") maturing on February 1, 2021 and thereafter are subject to redemption and prepayment at the option of the Issuer on February 1, 2020, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the Issuer;

and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Notice of redemption shall be given by registered or certified mail at least thirty days prior to the date fixed for redemption to the paying agent and to each affected registered holder of the Bonds at the address shown on the registration books.

Selection of Bonds for Redemption; Partial Redemption. To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar shall assign to each Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers assigned to the Bonds, as many numbers as, at \$5,000 for each number, shall equal the principal amount of the Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of the Bond, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Issuance; Purpose; General Obligation. This Bond is one of an issue in the total principal amount of \$2,405,000, all of like date of original issue and tenor, except as to number, maturity, interest rate, denomination and redemption privilege, issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and pursuant to a resolution adopted by the City Council on June 13, 2016 (the "Resolution"), for the purpose of providing funds to finance certain capital and administration costs consisting of public improvements within the jurisdiction of the Issuer. This Bond is payable out of the General Obligation Tax Increment Bonds, Series 2016A Fund of the Issuer. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Bonds are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Bonds of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered Bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized

Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owners. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided (except as otherwise provided herein with respect to the Record Date) and for all other purposes, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

Qualified Tax-Exempt Obligation. This Bond has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond, have been done, have happened and have been performed, in regular and due form, time and manner as required by law, and that this Bond, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Saint Peter, Nicollet County, Minnesota, by its City Council has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and its Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

Registrable by: NORTHLAND TRUST SERVICES, INC.

Payable at: NORTHLAND TRUST SERVICES, INC.

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION
This Bond is one of the
Bonds described in the
Resolution mentioned
within.

CITY OF SAINT PETER
NICOLLET COUNTY, MINNESOTA

NORTHLAND TRUST
SERVICES, INC.
Minneapolis, Minnesota
Bond Registrar

/s/ Facsimile

Mayor

/s/ Facsimile

Administrator

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN - as joint tenants with right of survivorship and not as tenants in common

UTMA - _____ as custodian for _____

(Cust) (Minor)

under the _____ Uniform Transfers to Minors Act

(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the transferee requested below is provided.

Name and Address: _____

(Include information for all joint owners if the Bond is held by joint account.)

PREPAYMENT SCHEDULE

This Bond has been prepaid in part on the date(s) and in the amount(s) as follows:

<u>DATE</u>	<u>AMOUNT</u>	<u>AUTHORIZED SIGNATURE OF HOLDER</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Execution. The Bonds shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and Administrator and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Bonds may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the

delivery of the Bonds, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

9. Authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on the Bond, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Bond Registrar. Certificates of Authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate the signatures of officers of the City on each Bond by execution of the Certificate of Authentication on the Bond and by inserting as the date of registration in the space provided, the date on which the Bond is authenticated, except that for purposes of delivering the original Bonds to the Purchaser, the Bond Registrar shall insert as a date of registration the date of original issue, which date is June 29, 2016. The Certificate of Authentication so executed on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

10. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of Bonds and the registration of transfers of Bonds entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Bonds may be exchanged for Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount and stated maturity, upon surrender of the Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Bonds are so surrendered for exchange, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration of, and deliver the Bonds which the Holder making the exchange is entitled to receive.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the City.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Bonds surrendered for such exchange or transfer.

Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the Holder thereof or the Holder's attorney duly authorized in writing.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost Bonds.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates. The Finance Director is hereby authorized to negotiate and execute the terms of said agreement.

11. Rights Upon Transfer or Exchange. Each Bond delivered upon transfer of or in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond.

12. Interest Payment; Record Date. Interest on any Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the City maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month of such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten days prior to the Special Record Date.

13. Treatment of Registered Owner. The City and Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12) on, such Bond and for all other purposes whatsoever whether or not such Bond shall be overdue, and neither the City nor the Bond Registrar shall be affected by notice to the contrary.

14. Delivery; Application of Proceeds. The Bonds when so prepared and executed shall be delivered by the Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

15. Fund and Accounts. There is hereby created a special fund to be designated the "General Obligation Tax Increment Bonds, Series 2016A Fund" (the "Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the manner herein specified until all of the Bonds and any other general obligation tax increment bonds hereafter made payable from the Fund and issued for the Project, including any modifications or additions thereto, and the interest thereon have been fully paid. There shall be maintained in the Fund the following separate accounts to be designated the "Construction Account" and "Debt Service Account", respectively.

(a) Construction Account. To the Construction Account there shall be credited the proceeds of the sale of the Bonds, less capitalized interest and less any amount paid for the Bonds in excess of the minimum bid. From the Construction Account there shall be paid all costs and expenses of the Project, including the cost of any construction contracts heretofore let and all other costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65. Moneys in the Construction Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Bonds may also be used to the extent necessary to pay interest on the Bonds due prior to the anticipated date of commencement of the collection of the taxes herein levied or the receipt of Tax Increments.

(b) Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (i) Tax Increments, in an amount sufficient, together with other sums herein pledged, to pay the annual principal and interest payments on the Bonds; (ii) any amount paid for the Bonds in excess of the minimum bid; (iii) capitalized interest in the amount of \$_____ ; (iv) any collections of all taxes herein or hereafter levied for the payment of the Bonds and interest thereon; (v) all funds remaining in the Construction Account after completion of the Project and payment of the costs thereof; (vi) all investment earnings on funds held in the Debt Service Account; and (vii) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest and any premiums for redemption of the Bonds and any other general obligation

bonds of the City hereafter issued by the City and made payable from said account as provided by law.

No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Construction Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the bonds payable therefrom) in excess of amounts which under then-applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

16. Original Net Tax Capacity; Tax Increments; Use of Tax Increments. The County Auditor of Nicollet County has certified the original net tax capacity of property in the Tax Increment District. The County Auditor shall determine in each year if the then current net tax capacity of property in the Tax Increment District exceeds the original net tax capacity, and shall calculate, in the manner provided in Minnesota Statutes, Section 469.177, Subdivision 3, the captured net tax capacity (as defined therein) attributable to the Tax Increment District. The City hereby determines to retain 100% of the captured tax capacity for purposes of tax increment financing. The County Auditor shall, in each such year, compute the local tax rate to be extended against the captured net tax capacity in the manner provided in Minnesota Statutes, Section 469.177, Subdivision 3, and the tax generated thereby shall constitute the Tax Increments for the year in which it is received. The County Auditor will remit to the City the Tax Increments so received. The City hereby appropriates the Tax Increments to the Debt Service Account, which appropriation shall continue until all of the Bonds and any additional bonds payable from the Debt Service Account, are paid or discharged.

17. Reservation of Rights. Notwithstanding any provisions herein to the contrary, the City reserves the right to terminate, reduce, or apply to other lawful purposes the Tax Increments herein pledged to the payment of the Bonds and interest thereon to the extent and in the manner permitted by law.

18. Tax Levy; Coverage Test. To provide moneys for payment of the principal and interest on the Bonds there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Years of Tax Levy</u>	<u>Years of Tax Collection</u>	<u>Amount</u>
--------------------------	--------------------------------	---------------

See Attached Levy

The tax levies are such that if collected in full they, together with estimated collections of Tax Increments and other revenues herein pledged for the payment of the Bonds, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levies shall be irrevocable so long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

19. Defeasance. When all Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Bonds shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Bonds which are due on any date by irrevocably depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Bond Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

20. Compliance With Reimbursement Bond Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Bonds, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

- (a) Not later than 60 days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or Program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Project"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Project; provided, however, that no such Declaration shall necessarily have been made with respect to: (i) "preliminary expenditures" for the Project, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar prefatory costs, which in the aggregate do not exceed 20% of the "issue price" of the Bonds, and (ii) a *de minimis* amount of Reimbursement Expenditures not in excess of the lesser of \$100,000 or 5% of the proceeds of the Bonds.
- (b) Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Bonds or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.
- (c) The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but

not prior to) the issuance of the Bonds and in all events within the period ending on the date which is the later of three years after payment of the Reimbursement Expenditure or one year after the date on which the Project to which the Reimbursement Expenditure relates is first placed in service.

- (d) Each such reimbursement allocation will be made in a writing that evidences the City's use of Bond proceeds to reimburse the Reimbursement Expenditure and, if made within 30 days after the Bonds are issued, shall be treated as made on the day the Bonds are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph upon receipt of an opinion of its Bond Counsel for the Bonds stating in effect that such action will not impair the tax-exempt status of the Bonds.

21. Continuing Disclosure. The City is the sole obligated person with respect to the Bonds. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

(a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Bonds in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Bonds and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and Administrator, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Bonds, and (iii) acceptable to the Mayor and Administrator.

22. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

23. Certificate of Registration. The Administrator is hereby directed to file a certified copy of this resolution with the County Auditor of Nicollet County, Minnesota, together with such other information as the County Auditor shall require, and to obtain the County Auditor's certificate that the Bonds have been entered in the County Auditor's Bond Register and that the tax levy required by law has been made.

24. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of

the issuance of the Bonds, certified copies of all proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Bonds as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

25. Negative Covenant as to Use of Bond Proceeds and Project. The City hereby covenants not to enter into any assessment agreements with respect to the Tax Increment District or enter into any tax increment shortfall agreements with respect to the Tax Increment District or to use the proceeds of the Bonds or to use the Project, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the Project, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

26. Tax-Exempt Status of the Bonds; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Bonds, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Bonds, and (iii) the rebate of excess investment earnings to the United States if the Bonds (together with other obligations reasonably expected to be issued and outstanding at one time in this calendar year) exceed the small issuer exception amount of \$5,000,000.

For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements for governmental units issuing \$5,000,000 or less of bonds, the City hereby finds, determines and declares that (i) the Bonds are issued by a governmental unit with general taxing powers; (ii) no Bond is a private activity bond; (iii) ninety five percent or more of the net proceeds of the Bonds are to be used for local governmental activities of the City (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the City); and (iv) the aggregate face amount of all tax exempt bonds (other than private activity bonds) issued by the City (and all entities subordinate to, or treated as one issuer with the City) during the calendar year in which the Bonds are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

27. Designation of Qualified Tax-Exempt Obligations. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representations:

- (a) the Bonds are issued after August 7, 1986;
- (b) the Bonds are not "private activity bonds" as defined in Section 141 of the Code;
- (c) the City hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;
- (d) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during this calendar year 2016 will not exceed \$10,000,000; and
- (e) not more than \$10,000,000 of obligations issued by the City during this calendar year 2016 have been designated for purposes of Section 265(b)(3) of the Code and
- (f) the aggregate face amount of the Bonds does not exceed \$10,000,000.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

28. Official Statement. The Official Statement relating to the Bonds prepared and distributed by David Drown is hereby approved and the officers of the City are authorized in connection with the delivery of the Bonds to sign such certificates as may be necessary with respect to the completeness and accuracy of the Official Statement.

29. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

30. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 13th day of June, 2016

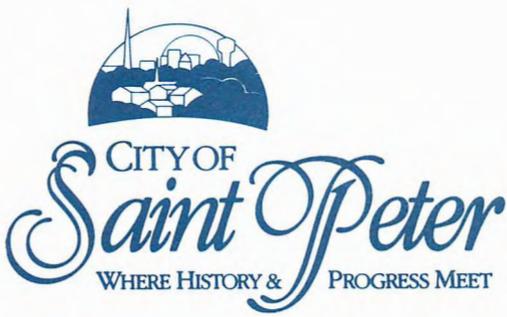
Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

EXHIBIT A
Bid Tabulation
TAX LEVIES
(INCLUDES ANTICIPATED TIF REVENUES)

Years of Tax Levy Years of Tax Collection Amount



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/10/2016

FROM: George Rohrich
REHC CEO

RE: Recommendation for Ambulance Purchase

ACTION/RECOMMENDATION

Authorize purchase of new Vehicles 2016 Road Rescue Ultramedic 168" Type 3 Ford ambulance from Everest Emergency Vehicles for \$210,463.00.

BACKGROUND

River's Edge Hospital & Clinic (REHC) Hospital Commission recommends the City Council authorize the purchase of a new ambulance. The recommended vehicle will replace a 2001 Ford ambulance. Three bids were solicited for this replacement as follows:

	Lifeline	Everest	Pomasl
Ford E-450 Gas Chassis	135,052.00	129,909.00	124,530.00
Dealer Location	Iowa	St. Paul	Northern Wisconsin
Loaner ambulance, mobile service van available	No	Yes	**Unable to obtain complete bid as turn around time is still 4 weeks out.**
Safety	Box constructed from wood, 4 sections welded together	Box constructed from machine formed aluminum. 1 piece, extra wall webbing for rollover protection, built to survive a severe accident	
Cabinets, flooring	Wood, increased risk of cracking, warping, less durable	Aluminum, less concern for blood-borne pathogens	
Exterior lights	Some halogen lights	All LED lights; brighter, last longer	
Suspension	Standard	Upgraded to "MorRyde" suspension	
Wi-Fi installation capabilities	No	Yes	
Radio installation	No	Yes	
Previous purchases from company	No	Yes	
Total cost	198,542.00	210,463.00	

FISCAL IMPACT:

There is no fiscal impact to the City of Saint Peter. The River's Edge Foundation raised \$125,000 from community donations for this purchase. River's Edge Hospital & Clinic will provide the balance, \$85,463, to complete this purchase.

COMMUNITY IMPACT: Improved reliability of EMS response vehicle is the primary benefit.

ALTERNATIVES/VARIATIONS:

Do Not Act: Delay would result in continued use of older vehicle experiencing frequent maintenance issues.

Denial: Will result in continued use of older vehicle experiencing frequent maintenance issues, periodic inability to provide full EMS services when existing equipment is being serviced, and high service expenses.

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.

GR/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING PURCHASE OF REPLACEMENT AMBULANCE FOR RIVER'S
EDGE HOSPITAL AND CLINIC**

WHEREAS, the City owns River's Edge Hospital and Clinic; and

WHEREAS, the Hospital Commission wishes to replace an aging (2001) ambulance with a new vehicle; and

WHEREAS, bids were received for replacement of the ambulance; and

WHEREAS, the Hospital Commission recommends accepting the bid submitted by Everest Emergency Vehicles in the amount of \$210,463; and

WHEREAS, funding for the purchase shall be from donations and Hospital funds.

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

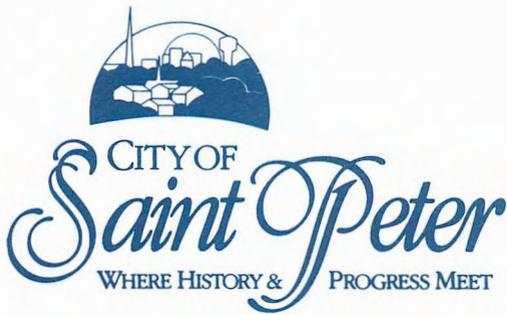
1. River's Edge Hospital and Clinic is authorized to purchase a 2016 Road Rescue Ultramedic 168" Type 3 Ford from Everest Emergency Vehicles for a price of \$210,461.
2. Funding for the purchase shall be from \$125,000 from community donations and \$85,463 in Hospital funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 13th day of June, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 06/10/16

FROM: Russ Wille
Community Development Director

RE: Chabeans, LLC (ADA Enhancement Revolving Loan)

ACTION/RECOMMENDATION

Adopt the attached resolution approving a \$25,000 Accessibility Enhancement Revolving Loan to Chabeans, LLC to partially finance the remodeling and expansion of the restroom facilities at 125 South Third Street (Patrick's on Third).

BACKGROUND

As the EDA and City Council have discussed expanding the eligibility of the Saint Peter Façade Renovation/Historical Enhancement revolving loan to include accessibility enhancements which improve compliance with the Americans with Disabilities Act, Chabeans, LLC has made application for such a loan.

Chabeans, LLC is owned by John and Tamara Mayer and does business at 125 South Third Street as Patrick's on Third. The bar and restaurant were established in 1988 by John's parents.

The restroom facilities at Patrick's are undersized and do not comply with the standards and regulations contained in the Americans with Disabilities Act of 1990. To remedy the matter, the owners have planned for a significant remodeling and expansion of the restrooms. The planned alteration and expansion will enhance compliance with the federal legislation.

Volk Building, Inc. has prepared a \$40,678.95 estimate of the remodeling project. The estimate utilizes local plumbing and electrical contractors.

In anticipation of the City Councils adoption of revised loan guidelines which include accessibility enhancement projects, Chabeans, LLC is requesting that the Council approve a \$25,000 loan to partially finance the remodeling and expansion. If approved the \$25,000 would represent 61% of the total project costs.

A subcommittee of the EDA has reviewed the finances of Patrick's on Third as well as the personal financial statement of John and Tamara Mayer. The subcommittee has determine that the Patrick's operations can assume the \$208.33 monthly payments necessary to pay the note.

The full EDA board considered the loan application at their regular May, 2016 meeting. The EDA has recommended that the City Council approve the loan under the certain terms and conditions outlined below.

It's proposed that the note be secured by a subordinate mortgage recorded against the Chabeans, LLC real estate at 125 South Third Street. An analysis of County records suggest that Chabeans, LLC has sufficient equity in the real estate to provide the subordinate mortgage.

Given that the loan would be provided to Chabeans, LLC, current policy would require that the note be personally guaranteed by John and Tamara Mayer.

As per the loan policies under consideration, the note would be amortized on a straight 10 year period and provided interest free.

FISCAL IMPACT:

A \$25,000 accessibility enhancement revolving loan would be provided at a 0% rate of interest from the appropriate loan fund and amortized over a straight ten year period. 120 monthly payment of \$208.33 would be required to retire the note.

ALTERNATIVES/VARIATIONS:

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

Negative Votes: Chabeans, LLC would be notified of the Council's denial.

Modification of the Resolution: This is always an option of the Council. However, any alteration to the proposed loan terms would need to be acceptable to Chabeans, LLC.

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 APPROVING A \$25,000 ACCESSIBILITY ENHANCEMENT REVOLVING
LOAN TO CHABEANS, LLC TO PARTIALLY FINANCE THE REMODELING AND
EXPANSION OF RESTROOM FACILITIES AT 125 SOUTH THIRD STREET**

WHEREAS, the Economic Development Authority (EDA) administers the City's Revolving Loan Funds; and

WHEREAS, the City is considering the establishment of a Historic Preservation/Accessibility Enhancement Revolving Loan Program to make interest free loans to improve the accessibility of properties within the Central Business District; and

WHEREAS, the EDA was granted power to administer all of the loan programs, and to make recommendations to the City Council for disbursement of new loans; and

WHEREAS, guidelines have been established which govern and determine the criteria of the revolving loan programs; and

WHEREAS, Chabeans, LLC (dba Patrick's on Third) has submitted an application requesting funds to partially finance the remodeling and expansion of restroom facilities at 125 South Third Street; and

WHEREAS, the planned renovation will enhance the accessibility of the restrooms to enhance compliance with the Americans with Disabilities Act of 1990; and

WHEREAS, the project is an eligible activity of the revolving loan program currently being considered by the City Council; and

WHEREAS, as an interior remodeling, the improvement is not subject to Heritage Preservation Commission review; and

WHEREAS, the EDA has reviewed the loan request submitted by Chabeans, LLC and has recommended that the City Council approve the loan application as per the terms and conditions of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: A \$25,000 loan is approved for Chabeans, LLC to partially finance the remodeling and expansion of the restroom facilities at 125 South Third Street (Patrick's on Third) under the following conditions:

1. The loan shall be amortized on a straight ten (10) year schedule.
2. The interest rate of the loan shall be zero percent (0%).

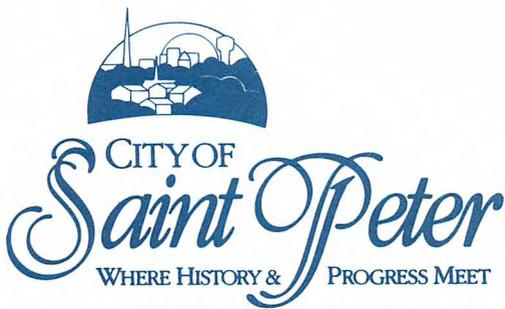
3. The note shall be secured by a subordinate mortgage to be recorded against the Chabeans, LLC real estate at 125 South Third Street.
4. The note shall be secured by a personal guarantee executed by John and Tamara Mayer.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 13th day of June, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 11/30/2015

FROM: Todd Prafke
City Administrator

RE: Goal Session Report and takeaways

ACTION/RECOMMENDATION

None needed. For your information and review.

BACKGROUND

The goal of this memo is to provide a basic outline of the principal discussion points and priorities as the Council provided direction as a part of its' Goal Session on June 6, 2016.

In writing this memo it is not my objective to provide a complete or full review of the discussion held by the Council, but rather it is to list, with some explanatory information, the priorities for efforts and big thoughts of the meeting. The listing is done based on topic and chronology within the body of the meeting. These are not in prioritized order.

- The Council reviewed its' list of Item of Vital Importance and spent a considerable amount of time in review and discussion of modifications. The direction was to change the list to be as follows:
 - Community that treats all people like neighbors
 - Proactive housing solutions
 - Availability of quality health care
 - Thriving business community
 - Action on the changes in our demographics
 - Aesthetically distinctive
 - Improved Sustainability
 - Available early childhood care and educational opportunities and Exceptional schools
- The Council looked at its' General Fund and all of its' larger Enterprise Funds and discussed thoughts related to cash and cash balances. In addition, there was an expression that allowing individual funds to dip below positive cash position was against Council views of best practice and that too should be included as a part of any policy in the future. Generally the Council seemed to leave this discussion with a better understanding of the inter-relationship of the various funds.

- Council discussed the current administrative flag lowering policy and their want to follow that policy. The policy is slightly more restrictive meaning that unless the President or Governor orders all government offices to comply or specifically lists local units of government the City will not lower flags to half-staff.
- Members discussed rules related to pamphleteer solicitation and that permitting is required for that purpose.
- Members discussed an expanded sidewalk repair and placement program and directed staff that no property assessment is desired as a part of the process and that it would be their goals to see the projects initiated in the 2017 year with construction in the 2017 and potentially 2018 year dependent on pricing.
- Council expressed its ongoing support of the communication tools that are currently being used and they continue to look for ways for members to participate in partnership meetings. Staff was directed to ensure that the City and School partnership resume a more regular meeting schedule.
- Council discussed its' ongoing desire to move forward with a planning process for a new fire hall. Staff was directed to conduct an initial interview of an architectural firm and solidify planning cost using their assistance. A firm proposal on those planning activities would be brought back to the Council in August or September.
- Dog access to parks was also discussed and staff was directed to draft a change in the rules and ordinance to expand use to include Riverside park and other nature areas defined in the parks plan as locations 22, 23 and 24. This will be reviewed by the Parks and Recreation Advisory Board in advance of any action by the Council.
- The potential for the City to provide for maintenance of all the alleys in the City was discussed and the Council asked that staff develop additional data around this topic, recognizing cost and legal impacts in many areas in the City.
- Members discussed the current cost and development of the City Park located north of the new high school. The project still is not fully funded and emphasis was put on the need to ensure that the park in not just about organized athletic space but also that needs for green space and non-organized use of facilities is also a priority.
- A draft of an Urban Chicken Ordinance was reviewed and a few modifications were suggested. The members asked that a vote be provided for in late June or early July.
- Hallett's Pond and planning for trail development was reviewed and approval is planned before the end of June.
- Air quality and concerns about recreational fires and use of inappropriate materials causing challenges in many neighborhoods. Staff was asked to double its efforts to promote the proper materials uses.
- A transit update was provided by staff and included discussion on the primary goals that we share with the City of Le Sueur.

- Ameresco was present and provided information related to a potential business relationship opportunity in three primary areas: Street lighting conversion to LED; Building efficiency upgrades; and development of community based or utility based solar PV. The premise of this discussion was that mid to long term energy cost saving can be utilized to pay for the improvements while enhancing community sustainability. It is likely that agreements for a full evaluation of these opportunities will come before the Council for a vote in the next 30 to 60 days.
- Hospital CEO was present. The Council discussed the process and planning related to evaluation and needs of facilities on the River's Edge campus including additional space for patients and the impact that volume changes in both OR and ER have made on facility needs and finances.
- The playground at First Lutheran and how the City can assist in a public use designation was reviewed.
- Council discussed its' organizational health, civility and the opportunity to provide additional training to themselves and others in the operation of meetings and keeping meetings civil and open.
- Not all items on the agenda were covered.
- Location and food were good and no additional or outside facilitator was recommended at this time.

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

TP/bal