

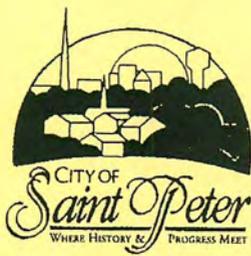
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, June 23, 2014
Community Center Governors' Room - 7:00 p.m.

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

None scheduled
- VII. **NEW BUSINESS**
 - A. 2013 Audit Presentation
 - B. 2014 Equipment Certificate Proposals
 - C. Request for City Assistance: Fourth of July
 - D. Request for City Assistance: All School Reunion
 - E. Unbudgeted Copier Purchase
 - F. Land Purchase: 213 West Nassau Street
- VIII. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. City/County Meeting Discussion
 - 2. Hwy 169/Old MN Ave Utility Improvements Project
 - 3. Others
- IX. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the June 9, 2014 regular meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

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

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for June 5, 2014 through June 18, 2014 are attached. Please see the attached staff reports and RESOLUTION.

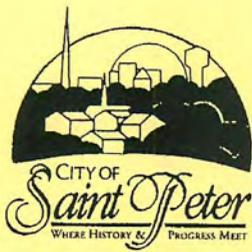
VI. **UNFINISHED BUSINESS**

None scheduled

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION ACCEPTING 2013 FINANCIAL REPORT**

Following a presentation of the 2013 financial report by the City's Auditor, staff recommends formal acceptance of the report. Please see the attached staff report and RESOLUTION.



B. ADOPTION OF A RESOLUTION ACCEPTING PROPOSAL FOR 2014 EQUIPMENT CERTIFICATE

Formal proposals were received for the 2014 equipment certificate. Staff recommends accepting the proposal from Nicollet County Bank that provides for the lowest overall interest cost on the issuance. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR FOURTH OF JULY COMMUNITY EVENT

Staff recommends approval of the request for City assistance submitted by the Chamber of Commerce for the Fourth of July community event. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF A RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR ALL SCHOOL REUNION COMMUNITY EVENT

Staff recommends approval of the request for City assistance submitted by the All School Reunion Committee. Please see the attached staff report and RESOLUTION.

E. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED PURCHASE OF REPLACEMENT COPIER

Staff recommends approval of a request for the purchase of an unbudgeted replacement copier for the Recreation and Leisure Services Department. Please see the attached staff report and RESOLUTION.

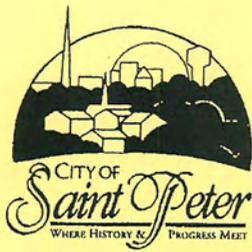
F. ADOPTION OF A RESOLUTION APPROVING PURCHASE OF 213 WEST NASSAU STREET

Following discussion at several closed sessions of the City Council, the City Attorney and City Administrator have completed negotiations for the purchase of the vacant lot at 213 West Nassau Street for \$3,000. A purchase agreement has been drafted and is recommended for approval. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

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



B. CITY ADMINISTRATOR

1. REPORT ON CITY/COUNTY MEETING DISCUSSION

A report will be provided at this time on discussion at the last City/County meeting.

2. REPORT ON TH 169/OLD MINNESOTA AVENUE UTILITY AND SIDEWALK IMPROVEMENTS PROJECT

No bids were received for the 169/Old Minnesota Avenue project. Staff will provide a report on the proposed plan for subdividing the project in an effort to widen the list of contractors who may be available to perform the work.

3. OTHERS

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

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
JUNE 9, 2014

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 June 9, 2014.

A quorum present, Mayor Strand called the meeting to order at 7:02 p.m. The following members were present: Councilmembers Grams, Zieman, Kvamme, Brand, and Mayor Strand. Absent were Councilmembers Parras and Carlin. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City Engineers Loose and Domras.

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

Approval of Minutes – A motion was made by Zieman, seconded by Brand, to approve the minutes of the May 27, 2014 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 27, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

A motion was made by Kvamme, seconded by Grams, to approve the minutes of the June 2, 2014 special City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the June 2, 2014 special City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Visitors – Fire Chief Quade introduced three of the six new Firefighters who began duty in January, 2014 including Curtis Thompson, Brianna Thomas, and Charles Rustman.

Mayor Strand presented Certificates of Appreciation to retiring Firefighters Keith Wenner (22 years of service) and Jerry Yushta (30 years of service) and thanked them for their commitment to serving the Saint Peter community. Mayor Strand also presented a Certificate for retired Firefighter Michael McCarthy who was unable to attend. Chief Quade and Assistant Chief Neary also presented the retirees with plaques on behalf of the Fire Department and thanked both the Firefighters and their families for their dedication to the Fire Department.

Nicollet House maintenance manager Tom Janni and resident Brett Christiansen addressed the Council to request a variance in parking regulations along the south side of West Park Row to remove the "No parking 2-6 a.m." restrictions. Christiansen indicated that it is a hardship for residents to have to move vehicles to comply with the parking restrictions. City Administrator Prafke asked several questions of the visitors including whether any residents had attempted to rent parking spaces from the owner of the parking lot north of the Nicollet House building or if the Nicollet House building owners had attempted to lease spaces from owners of private lots in the area to use during evening hours when the retail businesses were closed. Janni indicated they had not done so. Prafke reported the request could be discussed by the Council at a future workshop.

Consent Agenda – In motion by Kvamme, seconded by Brand, Resolution No. 2014-79 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-79 is contained in the City Administrator's book entitled Council Resolutions 20.

Southwest Minnesota Housing Partnership (SWMHP) Resolution of Support – City Administrator Prafke recommended approval be provided for a requested resolution of support for Southwest Minnesota Housing Partnership’s funding application to purchase Maplewood Apartments. Prafke reminded the Council that the current owners of the building wish to opt out of the Federal 515 housing program that allows the apartments to receive rental assistance and under the program, the building must be sold to a non-profit. Prafke further noted that the previously reported purchase price of \$2.1 million was incorrect and the price was actually \$1.2 million. Prafke also reported over a million dollars in improvements would be put into the building by SWMHP and the second part of the proposed resolution was for the City to serve as grantee for SWMHP’s Small Cities Development Program grant funds application.

Councilmember Zieman expressed opposition to the proposed resolution. Zieman questioned the overall price of the project; questioned whether the private sector could take over the building for less money; expressed concerns over the fact that SWMHP owns 15% of the rental property in Saint Peter which he felt was too much for one company; and noted that Senator Kathy Sheran’s husband is the current owner of Maplewood Apartments. Zieman felt other companies could take over the project for less money and still provide it as low income housing.

In motion by Kvamme, seconded by Brand, Resolution No. 2014-80 entitled “Resolution Supporting Southwest Minnesota Housing Partnership Proposed Maplewood Apartments Project”, was introduced. Upon roll call, Councilmembers Grams, Kvamme, Brand and Mayor Strand voting aye, Councilmember Zieman voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-80 is contained in the City Administrator’s book entitled Council Resolutions 20.

Solace Project Support – City Administrator Prafke recommended approval of a resolution of support for the Solace Project which was a housing and services project proposed by a partnership including criminal justice, behavioral and physical health and community resource organizations. Prafke indicated the proposed resolution also included provisions for the City to enter into a purchase agreement with SWMHP for 4.01 acres of land at 2005 North Sunrise Drive at the previously approved sale price of \$1.05 per square foot (\$183,417) contingent upon verification of project financing and completion of an approved project design including site design and external architecture.

George Komaridis of ASC Psychological and Rick Goodemann of SWMHP addressed the Council to provide additional information on the proposed project including that the project would serve homeless women with children who have been chronically disabled by psychological and chemical abuse problems as they re-enter the community. Komaridis stated the program would be court ordered for local women who have trouble reintegrating into society and the population would not be dangerous, but the program would help them reduce their stressors to aid in their integration back into the community. Komaridis also noted the services would be funded in part by insurance and the chemical dependency/substance abuse consolidated fund with additional funding from the MFIP and SAMSA programs.

Councilmember Zieman indicated he was supportive of the project, but not of the proposed location in the North Industrial Park and questioned what would happen to the project if the Council failed to provide a resolution of support. Goodemann indicated that without a resolution of support from the Council, they would not be able to submit an application for funding and the industrial park location was the only area of the City zoned for both housing and service provision in the same building.

Councilmember Grams indicated his support for the concept and reported he had canvassed property owners in the area and they all seemed receptive to the project.

In motion by Brand, seconded by Grams, Resolution No. 2014-81 entitled "Resolution Supporting Southwest Minnesota Housing Partnership Proposed Solace Housing Project", was introduced. Upon roll call, Councilmembers Grams, Kvamme, Brand and Mayor Strand voting aye, Councilmember Zieman voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-81 is contained in the City Administrator's book entitled Council Resolutions 20.

Revolving Loan Request: Kaduce/St. Peter Laundry – Community Development Director Wille presented the Economic Development Authority recommendation for approval of a \$79,475 (9.8% of the gross financing) revolving loan to Megan and Larry Kaduce to partially finance the rehabilitation and renovation of 209 West Mulberry Street to create a self-service laundry facility. Wille indicated the loan would be at a three percent (3%) rate of interest, will be amortized over 15 years, and would have a balloon payment due at 10 years. Wille reviewed the loan guarantees and securities, the applicant's financial contribution to the project costs, as well as the mortgages from two banks. Councilmember Grams indicated the Heritage Preservation Commission was supportive of the proposed building exterior modifications and signage. In motion by Grams, seconded by Brand, Resolution No. 2014-82 entitled "Resolution Approving A \$79,475 Revolving Loan To Larry And Megan Kaduce To Partially Finance The Renovation And Rehabilitation Of A Commercial Structure Located At 209 West Mulberry Street", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-82 is contained in the City Administrator's book entitled Council Resolutions 20.

Hospital Equipment Purchase Requests – River's Edge Hospital and Clinic CEO George Rohrich addressed the Council to request purchase of surgical equipment that will allow more surgeries to take place at the Hospital each day. Rohrich requested authorization for purchase of surgical sterilization equipment that will increase sterilization capabilities from thirty (30) pounds of equipment every two (2) hours to three hundred (300) pounds. Rohrich requested approval for the purchase of sterilization equipment in the amount of \$329,446.20 from Steris Corporation and \$70,500 in plumbing, electrical and architectural modifications to the Hospital to accommodate the equipment. Rohrich indicated the expenditures would be financed by Hospital operations funds with a return on investment expected in one year. In motion by Zieman, seconded by Grams, Resolution No. 2014-83 entitled "Resolution Approving Purchase Of Sterilization Equipment For River's Edge Hospital And Clinic", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-83 is contained in the City Administrator's book entitled Council Resolutions 20.

Rohrich also requested authorization to purchase a \$16,000 surgical waste disposal system from Stryker to be used in the second operating room which would also allow an increased number of surgeries to be performed at the Hospital each day. Rohrich indicated the purchase would be funded by Hospital operations funds. In motion by Grams, seconded by Zieman, Resolution No. 2014-84 entitled "Resolution Approving Purchase Of Operating Room Waste Disposal System For River's Edge Hospital And Clinic", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-84 is contained in the City Administrator's book entitled Council Resolutions 20.

Washington Avenue Link Project Phase 2 Change Order No. 1 – Public Works Director Giesking requested approval for a Change Order to the Washington Avenue Link Project (Phase 2) contract in the amount of \$32,008. Giesking noted the change order was necessary due to poor subsoil which required additional work (\$26,650); the need for additional grading at Ramsey Park (\$4,600) and the need to replace a fire hydrant at the intersection of Howard and Charles Streets (\$750). In motion by Grams, seconded by Brand, Resolution No. 2014-85

entitled "Resolution Authorizing Change Order Number One For The Washington Avenue Link Project Phase 2 Improvements", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-85 is contained in the City Administrator's book entitled Council Resolutions 20.

Public Works Replacement Vehicle Purchase – Public Works Director Giesking requested approval for the purchase of a 2014 Ram one ton 4x4 service truck with utility box, lift gate and crane to be used by the City's Mechanic. Giesking recommended the purchase be made at the State bid price from Lager's Inc. (with accessories from Towmaster) in the total amount of \$64,627.49. Giesking stated the purchase would result in higher productivity from the Mechanic. In motion by Grams, seconded by Kvamme, Resolution No. 2014-86 entitled "Resolution Authorizing Budgeted Purchase Of A Ram One Ton Truck", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-86 is contained in the City Administrator's book entitled Council Resolutions 20.

2014 Crack Seal Project Bid Award – Public Works Director Giesking recommended award of the bid for the 2014 Crack Sealing Project to American Pavement Solutions in the amount of \$1.44 per gallon up to a maximum of \$60,000. In motion by Kvamme, seconded by Grams, Resolution No. 2014-87 entitled "Resolution Awarding Bid For 2014 Crack Sealing Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-87 is contained in the City Administrator's book entitled Council Resolutions 20.

2014 Seal Coating Project Bid Award – Public Works Director Giesking recommended award of the bid for the 2014 Seal Coating Project to second low bidder Caldwell Asphalt in the amount of \$2.91 per gallon to a maximum of \$121,000. Giesking indicated the low bidder, Astech Corporation, had refused to honor their bid and City Administrator Prafke had contacted Astech and indicated the City would retain Astech's 5% bid security (\$2,790.81) based on that failure. Giesking indicated a cashier's check had been provided by Astech in lieu of enforcing the bond submitted with their bid documents. A motion was made by Kvamme to approve a modified Resolution No. 2014-88 entitled "Resolution Awarding Bid For 2014 Seal Coating Project" that would authorize using the forfeited bid security from Astech to add to the project budget. The motion was seconded by Councilmember Brand.

A motion was made by Councilmember Grams to further amend the resolution to direct the use of additional monies from General Fund reserves to fully fund seal coating on the budgeted number of 110 blocks of roadway at the expected cost of \$129,940.23. The motion died for lack of a second.

Upon roll call of the original motion, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-88 is contained in the City Administrator's book entitled Council Resolutions 20.

MSA4 Project – Public Works Director Giesking requested authorization for Bolton and Menk, Inc. to provide assistance to staff in developing a plan for ensuring the City's continued compliance with the MSA4 permit for a not to exceed fee of \$26,600. Water Utilities Superintendent Moulton indicated the main portion of the work would be developing additional Code language that would allow for more strict enforcement action for violations of stormwater requirements. Councilmember Brand questioned whether additional staff will be necessary in the future to enforce the new regulations. Moulton indicated that Stormwater staff is currently doing the enforcement and would continue to do so. City Administrator Prafke reported that the projected cost of this work was higher than what has been budgeted so the cost would be funded by a combination of budgeted and reserve funds. In motion by Zieman, seconded by

Grams, Resolution No. 2014-89 entitled "Resolution Authorizing Bolton And Menk, Inc. Assistance In Revising The Current Municipal Separate Storm Sewer System (MS4)", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-89 is contained in the City Administrator's book entitled Council Resolutions 20.

City Assistance Request: Livestock – City Administrator Prafke recommended approval of a request for City assistance submitted by the organizers of the June 21st Livestock event in Minnesota Square Park. Prafke noted that no assistance would be provided for the 5K run. In motion by Zieman, seconded by Brand, Resolution No. 2014-90 entitled "Resolution Approving Request For City Assistance For Livestock Event", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-90 is contained in the City Administrator's book entitled Council Resolutions 20.

Reports

Mayor's Report – Mayor Strand reported on his recent activities which included Region Nine Development Commission budget meetings.

SMMPA Update – Public Works Director Giesking reported that improvements have been finished at the Sherco 3 power plant and the plant was placed online again in January. Giesking indicated that upgrades have resulted in the plant having an increased output capacity of 4.7% with no corresponding increase in fuel use. Giesking also reported that SMMPA's share of the total project cost was \$15.87 million.

City/County Meeting Schedule – City Administrator Prafke reminded Councilmembers of the City/County meeting scheduled for June 11th at 3:30 p.m. Prafke noted the meeting would be held at the Nicollet County Government Center.

Councilmember Zieman asked if the jake braking complaint brought forth at the last Council meeting had been addressed or investigated by staff. City Administrator Prafke reported the existing regulations were being enforced with increased police presence in the area and several tickets had been written. Prafke also noted staff was working with the Minnesota Department of Transportation to replace the regulatory sign.

There being no further business, a motion was made by Brand, seconded by Grams, to adjourn. With all in favor, the motion carried and the meeting adjourned at 9:16 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

To: Todd Prafke
City Administrator

Date: June 12, 2014

From: Lewis G Giesking *Lew*
Director of Public Works

Pete Moulton *Pete*
Water Utilities Superintendent

RE: Water Meter Inventory Purchase

Action/Recommendation

Approve the purchase of 100 water meters for inventory from Metering & Technology Solutions of Burnsville Minnesota in the amount of \$17,200.00.

Background

Staff is in the process of restocking some of its water meter inventory that has been used. The Water Utility budget under line item 601.49430 contains money allocated for the purpose of these items.

Staff prepared a "request for quote" specification that would allow three water meter vendors to quote competitively for delivery of 100 water meters. Of the three companies all supplied quotes that met the minimum requirements for materials.

The two lowest quotes that were received have identical pricing except for delivery time. Due to the amount of meters currently in stock, the number of new houses being constructed, irrigation meter installations, and routine meter service calls, the City of Saint Peter would be a risk of running out of meters if it accepted the bid from Dakota Supply Group due to the 40 days to deliver the meters.

Quotes were received from:

Company	Cost per meter	Total cost	Delivery
Metering & Technology Solutions - Burnsville	\$172.00	\$17,200.00	7 days
Dakota Supply Group – Burnsville	\$172.00	\$17,200.00	40 days
Henry's Waterworks – Sauk Rapids	No Bid	No Bid	None

FISCAL IMPACT: This purchase will be funded through the Water Department budget.

ALTERNATIVES/VARIATIONS:

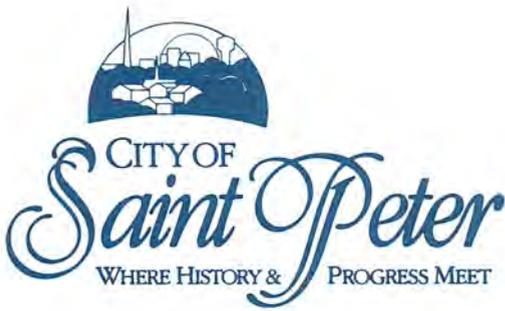
No action. No further action will be taken without additional direction from the Council.

Denial: No further action will be taken without additional direction from the Council.

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

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

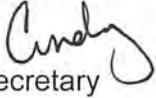
LGG/PM



Memorandum

TO: Todd Prafke
City Administrator

DATE: 6/18/2014

FROM: Cindy Moulton 
Administrative Secretary

RE: Licenses

ACTION/RECOMMENDATION

Provide approval of licenses.

BACKGROUND

Several license applications have been submitted for City Council Approval

A Use of Public Property Permit Application has been submitted by the St. Peter Farmer's Market. They will be selling home grown produce, jellies/jams, etc. The licensing period will be June 28, 2014 – October 25, 2014.

Jill Hass, on behalf of Livestock, has submitted a Temporary Show and Soft Drink License Application for the event which will be held on Saturday, June 21, 2014. Livestock will take place at Minnesota Square Park..

The Church of St. Peter has submitted the following temporary license applications for their fundraiser: On Sale Liquor, On Sale Beer, and Gambling. The event will take place at the Church of Saint Peter, 1801 West Broadway on September 27 & 28, 2014.

Affordable Landscaping & Tree Care has submitted a renewal for a Tree Workers License. The licensing period will be 6/24/14 – 4/30/15.

Please place these items on the June 23, 2014 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

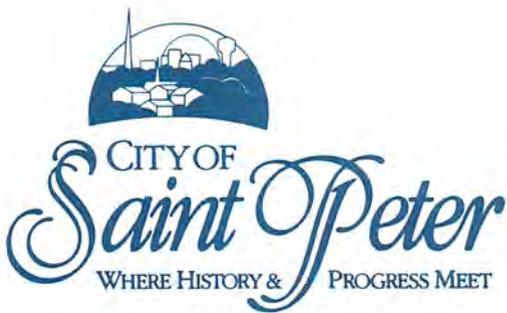
Do Not Act: No further action will be taken without Council direction.

Denial: The applicants will be informed of the Council decision.

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

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

CKM



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/19/2014

FROM: Todd Prafke
City Administrator

RE: Advisory Board Appointment

ACTION/RECOMMENDATION

Provide for appointment of a member on the Parks and Recreation Advisory Board.

BACKGROUND

Mayor Strand has recommended the following advisory board appointment:

PARKS AND RECREATION ADVISORY BOARD

Michael Looft (2012-2014)

Please include consideration of this advisory board appointment as part of the consent agenda.

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

TP/bal

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AFFORDABLE TOWING OF MANKATO, INC.	compost site hd recovery s	ENVIRON SERVICES F	REFUSE DISPOSAL	400.00
			TOTAL:	400.00
ALPHA WIRELESS COMMUNICATIONS CO	june ltr radio maintenance	GENERAL FUND	MUNICIPAL BUILDING	59.32
	june ltr radio maintenance	GENERAL FUND	PUBLIC WORKS ADMIN	83.04
	antennas,radio repair	GENERAL FUND	STREETS	50.48
	antennas,radio repair	GENERAL FUND	PARKS	50.48
	antennas,radio repair	WATER	DISTRIBUTION AND STORA	25.24
	june ltr radio maintenance	WATER	ADMIN AND GENERAL	56.83
	antennas,radio repair	WASTE WATER FUND	SOURCE/TREATMENT	25.24
	june ltr radio maintenance	WASTE WATER FUND	ADMIN AND GENERAL	51.40
	antennas,radio repair	ENVIRON SERVICES F	REFUSE DISPOSAL	25.24
	antennas,radio repair	ELECTRIC FUND	POWER DISTRIBUTION	50.48
	june ltr radio maintenance	ELECTRIC FUND	ADMIN AND GENERAL	51.41
	antennas,radio repair	STORMWATER FUND	TREATMENT	25.24
			TOTAL:	554.40
APPLIANCE CLINIC	dryer repair&parts	COMMUNITY CENTER	COMMUNITY CENTER	150.98
			TOTAL:	150.98
ARROW ACE HARDWARE INC	batteries	GENERAL FUND	FINANCE	5.99
	cleaners,thread tape,batte	GENERAL FUND	POLICE	66.93
	paint,nippl,bit,battry,tim	GENERAL FUND	FIRE	125.36
	soil,nozzle,plunger	GENERAL FUND	STREETS	6.19
	sprayer	GENERAL FUND	STREETS	28.99
	putty knife(blacktop scrap	GENERAL FUND	STREETS	17.47
	batteries,charger	GENERAL FUND	RECREATION/LEISURE SER	41.97
	rope,cleansers,paint,weed k	GENERAL FUND	SWIMMING POOL	343.28
	key blanks	GENERAL FUND	SWIMMING POOL	4.98
	sealant,caulk,rope,line	GENERAL FUND	PARKS	336.26
	soil,nozzle,plunger	GENERAL FUND	PARKS	6.19
	rake,bolts	COMMUNITY CENTER	COMMUNITY CENTER	38.57
	adaptr,tubing,lbow,bushing	WATER	SOURCE OF SUPPLY	22.93
	blades,elbow,hose,nozzle	WATER	PURIFICATION AND TREAT	100.88
	soil,nozzle,plunger	WATER	DISTRIBUTION AND STORA	3.10
	liq nails,nipples	WATER	DISTRIBUTION AND STORA	20.51
	soil,nozzle,plunger	WASTE WATER FUND	SOURCE/TREATMENT	3.10
	mender hose	WASTE WATER FUND	SOURCE/TREATMENT	2.49
	median hose repair parts	ENVIRON SERVICES F	REFUSE DISPOSAL	5.55
	soil,nozzle,plunger	ENVIRON SERVICES F	REFUSE DISPOSAL	3.10
	paint,bag,pruner	ENVIRON SERVICES F	REFUSE DISPOSAL	80.06
	propane	ELECTRIC FUND	POWER DISTRIBUTION	20.94
	soil,nozzle,plunger	ELECTRIC FUND	POWER DISTRIBUTION	6.19
	soil,nozzle,plunger	STORMWATER FUND	TREATMENT	3.09
	tape,ruler	STORMWATER FUND	TREATMENT	14.99
	nozzle	TRANSIT	TRANSIT/TRANSPORTATION	10.99
			TOTAL:	1,320.10
B & B ENTERPRISE	plates	GENERAL FUND	FIRE	5.75
			TOTAL:	5.75
BNR IRRIGATION SERVICES, INC.	vets irrig start-up mat&la	GENERAL FUND	PARKS	442.74
	irrig start up mat&labor	WASTE WATER FUND	SOURCE/TREATMENT	245.29
	irrigation parts&labor	WASTE WATER FUND	SOURCE/TREATMENT	226.03
			TOTAL:	914.06

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BOLTON & MENK INC	mayo bldg usgs info 4/12-5	GENERAL FUND	ECONOMIC DEVMT	141.00
			TOTAL:	141.00
BRANDT LAW OFFICE TRUST	holiday land purchase	PERM IMPROVMENT RE	STREETS	249.30
			TOTAL:	249.30
CARQUEST AUTO PARTS STORES	rust treatment	GENERAL FUND	STREETS	3.86
	thread locker,lamps,clamps	GENERAL FUND	STREETS	6.60
	lamps,street marking ball	GENERAL FUND	STREETS	89.91
	rust treatment	GENERAL FUND	PARKS	3.86
	thread locker,lamps,clamps	GENERAL FUND	PARKS	6.60
	door handle	GENERAL FUND	PARKS	16.48
	bulb	WATER	PURIFICATION AND TREAT	3.69
	rust treatment	WATER	DISTRIBUTION AND STORA	1.93
	thread locker,lamps,clamps	WATER	DISTRIBUTION AND STORA	3.30
	pick set,air chuk,hose,gre	WASTE WATER FUND	SOURCE/TREATMENT	245.31
	rust treatment	WASTE WATER FUND	SOURCE/TREATMENT	1.93
	thread locker,lamps,clamps	WASTE WATER FUND	SOURCE/TREATMENT	3.30
	rust treatment	ENVIRON SERVICES F	REFUSE DISPOSAL	1.93
	thread locker,lamps,clamps	ENVIRON SERVICES F	REFUSE DISPOSAL	3.30
	rust treatment	ELECTRIC FUND	POWER DISTRIBUTION	3.86
	thread locker,lamps,clamps	ELECTRIC FUND	POWER DISTRIBUTION	6.60
	core return	ELECTRIC FUND	POWER DISTRIBUTION	77.00-
	rust treatment	STORMWATER FUND	TREATMENT	1.93
	wheel bearing	STORMWATER FUND	TREATMENT	14.39
	thread locker,lamps,clamps	STORMWATER FUND	TREATMENT	3.29
			TOTAL:	345.07
CHARD TILING & EXCAVATING	wash link pay est #3co#1 p	PERM IMPROVMENT RE	STREETS	478,493.77
			TOTAL:	478,493.77
CINTAS CORPORATION #754	may uniforms	ELECTRIC FUND	ADMIN AND GENERAL	493.95
			TOTAL:	493.95
CINTAS FIRST AID & SAFETY	disinfectant	GENERAL FUND	STREETS	1.49
	1st aid supplies	GENERAL FUND	RECREATION/LEISURE SER	111.62
	1st aid supplies	GENERAL FUND	SWIMMING POOL	39.18
	disinfectant	GENERAL FUND	PARKS	1.19
	1st aid supplies	LIBRARY FUND	LIBRARY	74.12
	disinfectant	WATER	ADMIN AND GENERAL	0.60
	disinfectant	WASTE WATER FUND	ADMIN AND GENERAL	0.60
	disinfectant	ENVIRON SERVICES F	ADMIN AND GENERAL	0.58
	disinfectant	ELECTRIC FUND	ADMIN AND GENERAL	1.49
			TOTAL:	230.87
COLE PAPERS INC	tissue,cleaners,towels	GENERAL FUND	CITY ADMINISTRATION	80.91
	tissue,cleaners,towels	GENERAL FUND	CITY CLERK	80.91
	tissue,cleaners,towels	GENERAL FUND	FINANCE	53.94
	tissue,cleaners,towels	GENERAL FUND	POLICE	43.15
	tissue,cleaners,towels	GENERAL FUND	BUILDING INSPECTOR	21.58
	tissue,cleaners,towels	GENERAL FUND	PUBLIC WORKS ADMIN	10.79
	scrubs in a bucket	GENERAL FUND	STREETS	20.04
	soap,towels,tt,gloves,bags	GENERAL FUND	SWIMMING POOL	852.24
	boxed towels	GENERAL FUND	SWIMMING POOL	136.44
	scrubs in a bucket	GENERAL FUND	PARKS	20.04
	tissue,cleaners,towels	GENERAL FUND	ECONOMIC DEVMT	5.39

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	bags,hand wash	LIBRARY FUND	LIBRARY	76.55
	bags,hand wash	COMMUNITY CENTER	COMMUNITY CENTER	306.20
	scrubs in a bucket	WATER	DISTRIBUTION AND STORA	10.02
	tissue,cleaners,towels	WATER	ADMIN AND GENERAL	48.54
	scrubs in a bucket	WASTE WATER FUND	SOURCE/TREATMENT	10.02
	tissue,cleaners,towels	WASTE WATER FUND	ADMIN AND GENERAL	48.54
	scrubs in a bucket	ENVIRON SERVICES F	REFUSE DISPOSAL	10.02
	scrubs in a bucket	ELECTRIC FUND	POWER DISTRIBUTION	20.04
	tissue,cleaners,towels	ELECTRIC FUND	ADMIN AND GENERAL	145.63
	scrubs in a bucket	STORMWATER FUND	TREATMENT	10.03
			TOTAL:	2,011.02
COMFORT SYSTEMS, INC.	2 air conditioners	WATER	PURIFICATION AND TREAT	4,072.00
			TOTAL:	4,072.00
COURT SPORTS AND MORE	curtis t clothing	WATER	ADMIN AND GENERAL	50.00
	curtis t clothing	WATER	ADMIN AND GENERAL	10.00
	fred p clothing	WASTE WATER FUND	ADMIN AND GENERAL	211.00
			TOTAL:	271.00
CREDIT RIVER TOOLS	cordless drill repair	GENERAL FUND	STREETS	32.04
	trouble light	GENERAL FUND	STREETS	34.00
	cordless drill repair	GENERAL FUND	PARKS	32.04
	trouble light	GENERAL FUND	PARKS	34.00
	cordless drill repair	WATER	DISTRIBUTION AND STORA	16.02
	trouble light	WATER	DISTRIBUTION AND STORA	17.00
	cordless drill repair	WASTE WATER FUND	SOURCE/TREATMENT	16.02
	trouble light	WASTE WATER FUND	SOURCE/TREATMENT	17.00
	cordless drill repair	ENVIRON SERVICES F	REFUSE DISPOSAL	16.02
	trouble light	ENVIRON SERVICES F	REFUSE DISPOSAL	17.00
	cordless drill repair	ELECTRIC FUND	POWER DISTRIBUTION	32.04
	trouble light	ELECTRIC FUND	POWER DISTRIBUTION	34.00
	cordless drill repair	STORMWATER FUND	TREATMENT	16.02
	trouble light	STORMWATER FUND	TREATMENT	17.00
			TOTAL:	330.20
CULLIGAN	drinking water	GENERAL FUND	SWIMMING POOL	15.75
			TOTAL:	15.75
DIAMOND VOGEL PAINTS	field marking paint	GENERAL FUND	PARKS	162.00
			TOTAL:	162.00
DITTRICH MECHANICAL & FABRICATION	onsite repairs 1601 wooddu	WATER	DISTRIBUTION AND STORA	2,595.00
			TOTAL:	2,595.00
DM STAMPS & SPECIALTIES INC	tns property labels	LIBRARY FUND	LIBRARY	224.76
			TOTAL:	224.76
ED'S PLUMBING	gault leak repair	GENERAL FUND	PARKS	72.26
			TOTAL:	72.26
ENVENTIS	phone svc 5/8-6/7/14	GENERAL FUND	CITY ADMINISTRATION	69.42
	phone svc 5/8-6/7/14	GENERAL FUND	CITY CLERK	13.73
	phone svc 5/8-6/7/14	GENERAL FUND	FINANCE	108.07
	phone svc 5/8-6/7/14	GENERAL FUND	MUNICIPAL BUILDING	6.42
	phone svc 5/8-6/7/14	GENERAL FUND	POLICE	340.53

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	phone svc 5/8-6/7/14	GENERAL FUND	FIRE	150.48
	phone svc 5/8-6/7/14	GENERAL FUND	BUILDING INSPECTOR	40.29
	phone svc 5/8-6/7/14	GENERAL FUND	PUBLIC WORKS ADMIN	82.95
	phone svc 5/8-6/7/14	GENERAL FUND	STREETS	46.70
	phone svc 5/8-6/7/14	GENERAL FUND	SENIOR COORDINATOR	5.58
	phone svc 5/8-6/7/14	GENERAL FUND	RECREATION/LEISURE SER	123.24
	phone svc 5/8-6/7/14	GENERAL FUND	SWIMMING POOL	31.32
	phone svc 5/8-6/7/14	GENERAL FUND	PARKS	90.12
	phone svc 5/8-6/7/14	GENERAL FUND	ECONOMIC DEVMT	26.56
	phone svc 5/8-6/7/14	LIBRARY FUND	LIBRARY	81.88
	phone svc 5/8-6/7/14	PUBLIC ACCESS	PUBLIC ACCESS	13.73
	phone svc 5/8-6/7/14	COMMUNITY CENTER	COMMUNITY CENTER	47.98
	phone svc 5/8-6/7/14	WATER	ADMIN AND GENERAL	171.93
	phone svc 5/8-6/7/14	WASTE WATER FUND	ADMIN AND GENERAL	191.28
	phone svc 5/8-6/7/14	ENVIRON SERVICES F	ADMIN AND GENERAL	29.67
	phone svc 5/8-6/7/14	ELECTRIC FUND	ADMIN AND GENERAL	137.63
	phone svc 5/8-6/7/14	TRANSIT	TRANSIT/TRANSPORTATION	48.60
			TOTAL:	1,858.11
ENVIRONMENTAL RESOURCE ASSOCIATES	hardness	WASTE WATER FUND	SOURCE/TREATMENT	189.54
			TOTAL:	189.54
ERICKSON OIL PRODUCTS INC	may fuel	GENERAL FUND	POLICE	99.31
	may fuel	WATER	SOURCE OF SUPPLY	8.21
	may fuel	WATER	PURIFICATION AND TREAT	12.32
	may fuel	WATER	DISTRIBUTION AND STORA	61.58
	may fuel	STORMWATER FUND	TREATMENT	268.82
			TOTAL:	450.24
ESCH CONSTRUCTION SUPPLY, INC.	saw blade	GENERAL FUND	PARKS	89.00
			TOTAL:	89.00
FAMILY FRESH MARKET	senior dance supplies	GENERAL FUND	SENIOR COORDINATOR	24.59
	mom-son supplies	GENERAL FUND	RECREATION/LEISURE SER	17.77
	llil rascals,staff trng su	GENERAL FUND	RECREATION/LEISURE SER	69.85
	spring water	WATER	DISTRIBUTION AND STORA	6.78
	distilled water,tide	WASTE WATER FUND	SOURCE/TREATMENT	38.92
	3rd floo0r end of yr party	YOUTH CENTER GRANT	YOUTH CENTER	67.67
			TOTAL:	225.58
FASTENAL COMPANY	inverted marking paint	GENERAL FUND	STREETS	30.07
	lock nuts,hex cap screws	GENERAL FUND	STREETS	5.36
	cable ties	GENERAL FUND	STREETS	1.49
	cable ties	GENERAL FUND	PARKS	1.49
	cable ties	WATER	DISTRIBUTION AND STORA	0.75
	cable ties	WASTE WATER FUND	SOURCE/TREATMENT	0.75
	cable ties	ENVIRON SERVICES F	REFUSE DISPOSAL	0.75
	cable ties	ELECTRIC FUND	POWER DISTRIBUTION	1.49
	cable ties	STORMWATER FUND	TREATMENT	0.73
			TOTAL:	42.88
THE FREE PRESS	2014 renewal	LIBRARY FUND	LIBRARY	287.88
			TOTAL:	287.88
FROZEN YOGURT CREATIONS	concessions	GENERAL FUND	SWIMMING POOL	112.50
			TOTAL:	112.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GELDNER UNDERGROUND, INC.	wash link/davis	PERM IMPROVMENT RE	STREETS	2,925.00
	mn/n front	ELECTRIC FUND	POWER DISTRIBUTION	50.00
			TOTAL:	2,975.00
GENERATIONS PHOTOGRAPHY & VINYL CREATI	rule signs	GENERAL FUND	SWIMMING POOL	280.00
	#314 logos&numbers	GENERAL FUND	PARKS	15.00
	vehicle logos&numbers	GENERAL FUND	PARKS	15.00
	vehicle logos&numbers	STORMWATER FUND	TREATMENT	15.00
		TOTAL:	325.00	
GOODTIMES MANUFACTURING	summer staff shirts	GENERAL FUND	RECREATION/LEISURE SER	236.25
	vip shirts	GENERAL FUND	RECREATION/LEISURE SER	375.25
	summer staff shirts	GENERAL FUND	SWIMMING POOL	236.25
	vip shirts	RESTRICTED CONTRIB	RECREATION/LEISURE SER	375.25
		TOTAL:	1,223.00	
GOPHER STATE ONE-CALL INC	locates for feb '12	WATER	DISTRIBUTION AND STORA	124.68
	locates for feb '12	WASTE WATER FUND	COLLECTOR/LIFT STAT	124.68
	locates for feb '12	ELECTRIC FUND	POWER DISTRIBUTION	124.69
		TOTAL:	374.05	
GRAINGER	nitrile disp gloves	GENERAL FUND	STREETS	24.89
	nitrile disp gloves	GENERAL FUND	PARKS	24.89
	nitrile disp gloves	WATER	DISTRIBUTION AND STORA	12.45
	nitrile disp gloves	WASTE WATER FUND	SOURCE/TREATMENT	12.45
	nitrile disp gloves	ENVIRON SERVICES F	REFUSE DISPOSAL	12.45
	nitrile disp gloves	ELECTRIC FUND	POWER DISTRIBUTION	24.89
	nitrile disp gloves	STORMWATER FUND	TREATMENT	12.45
		TOTAL:	124.47	
JAMES GRUHOT	jim g clothing	WATER	ADMIN AND GENERAL	79.98
			TOTAL:	79.98
GUSTAVUS ADOLPHUS COLLEGE P.O.	may postage	GENERAL FUND	CITY ADMINISTRATION	13.45
	may postage	GENERAL FUND	CITY CLERK	16.47
	may postage	GENERAL FUND	ELECTIONS	20.68
	may postage	GENERAL FUND	FINANCE	177.54
	may postage	GENERAL FUND	POLICE	56.73
	may postage	GENERAL FUND	FIRE	2.12
	may postage	GENERAL FUND	BUILDING INSPECTOR	2.08
	may postage	GENERAL FUND	PUBLIC WORKS ADMIN	71.06
	may postage	GENERAL FUND	STREETS	2.73
	may postage	GENERAL FUND	RECREATION/LEISURE SER	24.04
	may postage	GENERAL FUND	PARKS	3.18
	may postage	GENERAL FUND	ECONOMIC DEVMT	13.53
	may postage	LIBRARY FUND	LIBRARY	2.12
	may postage	COMMUNITY CENTER	COMMUNITY CENTER	10.60
	may postage	WATER	ADMIN AND GENERAL	10.07
	may postage	WATER	CUSTOMER ACCOUNTS	83.93
	may postage	WASTE WATER FUND	ADMIN AND GENERAL	3.81
	may postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	83.93
	may postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	83.92
	may postage	ELECTRIC FUND	ADMIN AND GENERAL	0.53
	may postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	83.92
may postage	STORMWATER FUND	ADMINISTRATION AND GEN	0.53	
may postage	TRANSIT	TRANSIT/TRANSPORTATION	6.89	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	773.86
HAWKINS, INC.	sufuric acid	WASTE WATER FUND	BIOSOLIDS	67.17
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	4,344.24
	sufuric acid	WASTE WATER FUND	SOURCE/TREATMENT	156.74
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	4,353.44
			TOTAL:	8,921.59
INFORMATION POLICY ANALYSIS	amber s workshop	GENERAL FUND	POLICE	175.00
	sue p workshop	GENERAL FUND	POLICE	175.00
			TOTAL:	350.00
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	444.33
	new library materials	LIBRARY FUND	LIBRARY	273.85
			TOTAL:	718.18
JAVENS MECHANICAL CONTRACTING CO.	rtu's replacedfreeze stat	WASTE WATER FUND	COLLECTOR/LIFT STAT	391.60
			TOTAL:	391.60
JOHNSON AGGREGATES	pea rock,coarse sand	GENERAL FUND	PARKS	173.92
			TOTAL:	173.92
KENDELL DOORS & HARDWARE, INC.	lube	GENERAL FUND	STREETS	7.11
	lube	GENERAL FUND	PARKS	7.11
	door lock	COMMUNITY CENTER	COMMUNITY CENTER	385.91
	lube	WATER	DISTRIBUTION AND STORA	3.56
	lube	WASTE WATER FUND	SOURCE/TREATMENT	3.56
	lube	ENVIRON SERVICES F	REFUSE DISPOSAL	3.56
	lube	ELECTRIC FUND	POWER DISTRIBUTION	7.11
	lube	STORMWATER FUND	TREATMENT	3.54
			TOTAL:	421.46
KIBBLE EQUIPMENT	mower blade	WATER	DISTRIBUTION AND STORA	105.66
			TOTAL:	105.66
KIND VETERINARY CLINIC PA	may vet svcs	GENERAL FUND	COMMUNITY SERVICE	557.30
	donation received to our a	RESTRICTED CONTRIB	NON-DEPARTMENTAL	25.00-
	may paws vet svcs	RESTRICTED CONTRIB	COMMUNITY SERVICE	477.60
			TOTAL:	1,009.90
DONNIE KLOSSNER	sr dance entertainment	GENERAL FUND	SENIOR COORDINATOR	175.00
			TOTAL:	175.00
LAGER'S INC	#312generator	GENERAL FUND	POLICE	573.15
			TOTAL:	573.15
LARKSTUR ENGINEERING & SUPPLY, INC.	#709tube end reducr,trpl 1	STORMWATER FUND	TREATMENT	39.90
			TOTAL:	39.90
LEAGUE OF MN CITIES INSURANCE TRUST	3rd qtr workers comp	GENERAL FUND	MAYOR & COUNCIL	18.19
	3rd qtr workers comp	GENERAL FUND	CITY ADMINISTRATION	140.54
	3rd qtr workers comp	GENERAL FUND	CITY CLERK	60.49
	3rd qtr workers comp	GENERAL FUND	FINANCE	166.01
	3rd qtr workers comp	GENERAL FUND	MUNICIPAL BUILDING	243.10
	3rd qtr workers comp	GENERAL FUND	POLICE	6,378.26
	3rd qtr workers comp	GENERAL FUND	FIRE	4,162.75

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3rd qtr workers comp	GENERAL FUND	FIRE	198.08
	3rd qtr workers comp	GENERAL FUND	BUILDING INSPECTOR	135.31
	3rd qtr workers comp	GENERAL FUND	COMMUNITY SERVICE	304.05
	3rd qtr workers comp	GENERAL FUND	PUBLIC WORKS ADMIN	178.29
	3rd qtr workers comp	GENERAL FUND	STREETS	4,459.12
	3rd qtr workers comp	GENERAL FUND	RECREATION/LEISURE SER	1,057.24
	3rd qtr workers comp	GENERAL FUND	SWIMMING POOL	769.11
	3rd qtr workers comp	GENERAL FUND	SKATING RINKS	18.19
	3rd qtr workers comp	GENERAL FUND	PARKS	2,526.11
	3rd qtr workers comp	GENERAL FUND	ECONOMIC DEVMT	87.78
	3rd qtr workers comp	LIBRARY FUND	LIBRARY	283.81
	3rd qtr workers comp	PUBLIC ACCESS	PUBLIC ACCESS	8.64
	3rd qtr workers comp	COMMUNITY CENTER	COMMUNITY CENTER	667.94
	3rd qtr workers comp	WATER	SOURCE OF SUPPLY	178.06
	3rd qtr workers comp	WATER	PURIFICATION AND TREAT	1,262.60
	3rd qtr workers comp	WATER	DISTRIBUTION AND STORA	737.27
	3rd qtr workers comp	WATER	ADMIN AND GENERAL	145.32
	3rd qtr workers comp	WATER	CUSTOMER ACCOUNTS	20.69
	3rd qtr workers comp	WASTE WATER FUND	BIOSOLIDS	133.04
	3rd qtr workers comp	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,340.60
	3rd qtr workers comp	WASTE WATER FUND	SOURCE/TREATMENT	1,629.87
	3rd qtr workers comp	WASTE WATER FUND	ADMIN AND GENERAL	190.12
	3rd qtr workers comp	WASTE WATER FUND	CUSTOMER ACCOUNTS	20.69
	3rd qtr workers comp	ENVIRON SERVICES F	REFUSE DISPOSAL	1,124.79
	3rd qtr workers comp	ENVIRON SERVICES F	ADMIN AND GENERAL	91.42
	3rd qtr workers comp	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	11.60
	3rd qtr workers comp	ELECTRIC FUND	POWER PRODUCTION	88.01
	3rd qtr workers comp	ELECTRIC FUND	POWER DISTRIBUTION	2,129.95
	3rd qtr workers comp	ELECTRIC FUND	ADMIN AND GENERAL	474.61
	3rd qtr workers comp	ELECTRIC FUND	CUSTOMER ACCOUNTS	87.55
	3rd qtr workers comp	STORMWATER FUND	COLLECTIONS/LIFT STATI	318.61
	3rd qtr workers comp	STORMWATER FUND	TREATMENT	91.65
	3rd qtr workers comp	STORMWATER FUND	ADMINISTRATION AND GEN	1,115.23
	3rd qtr workers comp	STORMWATER FUND	CUSTOMER ACCOUNTS	11.60
	3rd qtr workers comp	TRANSIT	TRANSIT/TRANSPORTATION	1,553.46
			TOTAL:	34,619.75
LEXIS NEXIS	may'14 subscription	GENERAL FUND	POLICE	100.00
			TOTAL:	100.00
LJP ENTERPRISES INC	may waste svc	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	may waste svc	WATER	PURIFICATION AND TREAT	99.43
	may waste svc	WASTE WATER FUND	SOURCE/TREATMENT	218.29
	may waste svc	ENVIRON SERVICES F	REFUSE DISPOSAL	1,143.37
			TOTAL:	1,905.55
LOCATORS & SUPPLIES, INC.	summer t-shirts	ELECTRIC FUND	ADMIN AND GENERAL	130.02
			TOTAL:	130.02
LOFFLER	5 yr maint contract	GENERAL FUND	CITY ADMINISTRATION	275.47
	5 yr maint contract	GENERAL FUND	CITY CLERK	275.47
	5 yr maint contract	GENERAL FUND	FINANCE	183.71
	5 yr maint contract	GENERAL FUND	POLICE	146.95
	5 yr maint contract	GENERAL FUND	BUILDING INSPECTOR	73.43
	5 yr maint contract	GENERAL FUND	RECREATION/LEISURE SER	36.76
	5 yr maint contract	GENERAL FUND	ECONOMIC DEVMT	18.42

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	5 yr maint contract	LIBRARY FUND	LIBRARY	245.72	
	5 yr maint contract	PUBLIC ACCESS	PUBLIC ACCESS	43.68	
	5 yr maint contract	COMMUNITY CENTER	COMMUNITY CENTER	300.28	
	5 yr maint contract	WATER	ADMIN AND GENERAL	255.25	
	5 yr maint contract	WASTE WATER FUND	ADMIN AND GENERAL	294.88	
	5 yr maint contract	ENVIRON SERVICES F	ADMIN AND GENERAL	40.44	
	5 yr maint contract	ELECTRIC FUND	ADMIN AND GENERAL	364.54	
	5 yr maint contract	STORMWATER FUND	ADMINISTRATION AND GEN	134.55	
	5 yr maint contract	TRANSIT	TRANSIT/TRANSPORTATION	40.45	
			TOTAL:	2,730.00	
LOWE'S	sq garbage containers	GENERAL FUND	SWIMMING POOL	501.32	
			TOTAL:	501.32	
MACQUEEN EQUIPMENT INC	gauge	WASTE WATER FUND	COLLECTOR/LIFT STAT	59.60	
			TOTAL:	59.60	
MANKATO BEARING CO.	goodyear wedge	WASTE WATER FUND	SOURCE/TREATMENT	195.36	
			TOTAL:	195.36	
MATHESON TRI-GAS INC	cylinder rental	GENERAL FUND	STREETS	23.35	
	cylinder rental	GENERAL FUND	PARKS	18.68	
	cylinder rental	WATER	ADMIN AND GENERAL	9.34	
	cylinder rental	WASTE WATER FUND	ADMIN AND GENERAL	9.34	
	cylinder rental	ENVIRON SERVICES F	ADMIN AND GENERAL	9.33	
	cylinder rental	ELECTRIC FUND	ADMIN AND GENERAL	23.35	
			TOTAL:	93.39	
MED-COMPASS INC	scba exams	GENERAL FUND	FIRE	337.50	
			TOTAL:	337.50	
MENARDS	hose&hanger	WATER	PURIFICATION AND TREAT	77.76	
			TOTAL:	77.76	
METERING & TECHNOLOGY SOLUTIONS	meter w/radio flange set	WATER	NON-DEPARTMENTAL	701.00	
			TOTAL:	701.00	
MIDWEST SPECIALTY SALES	filter elemnt,hoses,fltr b	STORMWATER FUND	TREATMENT	509.22	
			TOTAL:	509.22	
MISC VENDOR	FILLER, CHERYL	changed room-lower fees	GENERAL FUND	NON-DEPARTMENTAL	70.53
	TRAFFIC SAFETY STORE	traffic wands	GENERAL FUND	POLICE	140.93
	UPPER MIDWEST COMM POL	training for 4 staff	GENERAL FUND	POLICE	60.00
	WANOUS, LUVERNE	5/13/14 sr dance entertain	GENERAL FUND	SENIOR COORDINATOR	160.00
				TOTAL:	431.46
MN DEPT OF COMMERCE	1st qtr fy 2015 indirect a	ELECTRIC FUND	ADMIN AND GENERAL	1,609.59	
	1st qtr fy 2015 indirect a	ELECTRIC FUND	ADMIN AND GENERAL	476.78	
				TOTAL:	2,086.37
MN NATIONAL GUARD ARMORY	armory rental for gymnasti	GENERAL FUND	RECREATION/LEISURE SER	800.00	
				TOTAL:	800.00
MN PIPE & EQUIPMENT	#266vb top,#268vb riser	WATER	NON-DEPARTMENTAL	695.90	
	grease,orings,gaskets,bush	WATER	DISTRIBUTION AND STORA	634.79	
	o-rings	WATER	DISTRIBUTION AND STORA	92.29	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	1,422.98
MN STATE HORTICULTURAL SOCIETY	1 year membership 2013	ENVIRON SERVICES F	ADMIN AND GENERAL	34.00
			TOTAL:	34.00
MN WASTE PROCESSING	may disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	13,909.09
			TOTAL:	13,909.09
PETE MOULTON	mileage5/26-6/6/14	WATER	ADMIN AND GENERAL	91.28
	mileage5/26-6/6/14	STORMWATER FUND	ADMINISTRATION AND GEN	64.96
			TOTAL:	156.24
MTI DISTRIBUTING CO	tires	GENERAL FUND	PARKS	275.04
			TOTAL:	275.04
MUNICIPAL CODE CORPORATION	annual code on internet fe	GENERAL FUND	CITY ADMINISTRATION	275.00
	annual code on internet fe	WATER	ADMIN AND GENERAL	68.75
	annual code on internet fe	WASTE WATER FUND	ADMIN AND GENERAL	68.75
	annual code on internet fe	ENVIRON SERVICES F	ADMIN AND GENERAL	68.75
	annual code on internet fe	ELECTRIC FUND	ADMIN AND GENERAL	68.75
			TOTAL:	550.00
MUNICIPAL EMERGENCY SERVICES, INC.	mask bag	GENERAL FUND	FIRE	389.76
			TOTAL:	389.76
MVTL LABORATORIES INC	aerobic plate count	WASTE WATER FUND	SOURCE/TREATMENT	31.50
	salty discharge	WASTE WATER FUND	SOURCE/TREATMENT	150.00
	salty discharge	WASTE WATER FUND	SOURCE/TREATMENT	170.00
			TOTAL:	351.50
NAPA AUTO PARTS OF ST PETER	batteries,rivets,startr f	GENERAL FUND	POLICE	272.48
	#213brk pkg,rotr kit,rotrs	GENERAL FUND	POLICE	727.77
	bulb,filter, wiper blade	GENERAL FUND	FIRE	25.24
	epoxy, tank repair	GENERAL FUND	FIRE	33.13
	brk clnr,glvs,wshr fl,adhe	GENERAL FUND	STREETS	124.39
	diesel fluid,filters	GENERAL FUND	STREETS	41.00
	belts	GENERAL FUND	STREETS	73.59
	mothers,diaper cloths	GENERAL FUND	STREETS	14.18
	brk clnr,glvs,wshr fl,adhe	GENERAL FUND	PARKS	124.39
	#314 flasher	GENERAL FUND	PARKS	18.54
	brk clnr,glvs,wshr fl,adhe	WATER	DISTRIBUTION AND STORA	62.19
	#552filters	WASTE WATER FUND	COLLECTOR/LIFT STAT	26.51
	brk clnr,glvs,wshr fl,adhe	WASTE WATER FUND	SOURCE/TREATMENT	62.19
	brk clnr,glvs,wshr fl,adhe	ENVIRON SERVICES F	REFUSE DISPOSAL	62.19
	#47b battery	ENVIRON SERVICES F	REFUSE DISPOSAL	69.41
	brk clnr,glvs,wshr fl,adhe	ELECTRIC FUND	POWER DISTRIBUTION	124.39
	seat belt stop kit	ELECTRIC FUND	POWER DISTRIBUTION	5.94
	brk clnr,glvs,wshr fl,adhe	STORMWATER FUND	TREATMENT	62.20
	#709 filters	STORMWATER FUND	TREATMENT	5.59
	#92 switch	STORMWATER FUND	TREATMENT	14.13
	brake lamp #9	TRANSIT	TRANSIT/TRANSPORTATION	5.24
	#11 oil	TRANSIT	TRANSIT/TRANSPORTATION	14.36
	#817 circuit breaker	TRANSIT	TRANSIT/TRANSPORTATION	4.19
			TOTAL:	1,973.24
NELSON PRINTING COMPANY	dave v bus cards	GENERAL FUND	BUILDING INSPECTOR	49.95

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	paper,transparency	LIBRARY FUND	LIBRARY	3.93
	report printing	WATER	ADMIN AND GENERAL	147.75
	ship water testing	WATER	ADMIN AND GENERAL	49.73
	ship pretreatment	WASTE WATER FUND	ADMIN AND GENERAL	52.07
	kamm bus cards	STORMWATER FUND	ADMINISTRATION AND GEN	45.95
	ticket books	TRANSIT	TRANSIT/TRANSPORTATION	202.00
			TOTAL:	551.38
NICOLLET CTY PUBLIC HEALTH	sr ctr prog coord may	GENERAL FUND	SENIOR COORDINATOR	2,458.00
			TOTAL:	2,458.00
NICOLLET COUNTY TREASURER	program mobile radio	GENERAL FUND	FIRE	35.00
			TOTAL:	35.00
NICOLLET COUNTY BANK	pool admissns start up cha	GENERAL FUND	NON-DEPARTMENTAL	150.00
	pool admissns start up cha	GENERAL FUND	NON-DEPARTMENTAL	50.00
	may ach pr	GENERAL FUND	FINANCE	9.73
	may ach pr	WATER	ADMIN AND GENERAL	2.43
	may ach utility billing	WATER	CUSTOMER ACCOUNTS	12.21
	may ach pr	WASTE WATER FUND	ADMIN AND GENERAL	2.43
	may ach utility billing	WASTE WATER FUND	CUSTOMER ACCOUNTS	12.21
	may ach pr	ENVIRON SERVICES F	ADMIN AND GENERAL	2.43
	may ach utility billing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	12.21
	may ach pr	ELECTRIC FUND	ADMIN AND GENERAL	2.43
	may ach utility billing	ELECTRIC FUND	CUSTOMER ACCOUNTS	12.22
			TOTAL:	268.30
NICOLLET FIRE DEPARTMENT	2014 radio maintenance	GENERAL FUND	FIRE	800.00
			TOTAL:	800.00
NIELSEN BLACKTOPPING, LLC	wash link pay est #2 part	PERM IMPROVMENT RE	STREETS	290,555.48
			TOTAL:	290,555.48
NORTH CENTRAL INTERNATIONAL	#45shield	GENERAL FUND	STREETS	125.31
	#45shield	GENERAL FUND	STREETS	56.06
	#38spring,pin,u-bolt	GENERAL FUND	STREETS	684.88
	air hose	GENERAL FUND	STREETS	18.19
	#45shield	GENERAL FUND	STREETS	56.06
	#409elbow	ENVIRON SERVICES F	REFUSE DISPOSAL	47.08
			TOTAL:	987.58
NORTHERN SAFETY TECHNOLOGY, INC.	led lights	GENERAL FUND	PARKS	337.20
			TOTAL:	337.20
NUTTER CLOTHING CO	jay l, matt p uniform allo	GENERAL FUND	POLICE	106.25
			TOTAL:	106.25
OVERHEAD DOOR COMPANY OF MANKATO INC	pd door svc,labor	GENERAL FUND	POLICE	408.60
			TOTAL:	408.60
AL PASSON	repair mower	LIBRARY FUND	LIBRARY	58.00
	repair mower	COMMUNITY CENTER	COMMUNITY CENTER	58.00
			TOTAL:	116.00
PEPSI-COLA OF MANKATO INC	concessions	GENERAL FUND	SWIMMING POOL	124.15
	concessions	COMMUNITY CENTER	COMMUNITY CENTER	184.40

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	308.55
MATTHEW PETERS-PETTY CASH	postage	GENERAL FUND	POLICE	29.26
	travel reimbursements	GENERAL FUND	POLICE	84.92
	supplies	GENERAL FUND	POLICE	9.01
			TOTAL:	123.19
PONGRATZ FENCE&FAB	frame for sun screen,labor	GENERAL FUND	SWIMMING POOL	165.54
			TOTAL:	165.54
TODD PRAFKE-PETTY CASH	director mtg coffee	GENERAL FUND	BUILDING INSPECTOR	16.50
	mileage	GENERAL FUND	PUBLIC WORKS ADMIN	12.04
	postage	GENERAL FUND	PARKS	5.60
	meals	GENERAL FUND	ECONOMIC DEVMT	88.00
	meal	WATER	ADMIN AND GENERAL	9.65
	meals	WATER	ADMIN AND GENERAL	21.80
	postage	WATER	ADMIN AND GENERAL	2.86
	postage	WATER	CUSTOMER ACCOUNTS	3.22
	meals,mileage,parking	WASTE WATER FUND	ADMIN AND GENERAL	55.92
	meal	STORMWATER FUND	ADMINISTRATION AND GEN	18.45
	postage	STORMWATER FUND	ADMINISTRATION AND GEN	4.70
			TOTAL:	238.74
QUALITY PRODUCTS	20%of utilities @430 ritt	TORNADO DISASTER R	ECONOMIC DEVMT	597.54
			TOTAL:	597.54
QUICK MART ST PETER	may fuel	GENERAL FUND	POLICE	798.54
	may fuel	GENERAL FUND	FIRE	165.06
			TOTAL:	963.60
QUILL	ink cartridges	GENERAL FUND	STREETS	36.30
	ink cartridges	GENERAL FUND	STREETS	69.27
	ink cartridges	GENERAL FUND	PARKS	29.04
	ink cartridges	GENERAL FUND	PARKS	55.41
	ink cartridges	WATER	ADMIN AND GENERAL	14.52
	ink cartridges	WATER	ADMIN AND GENERAL	27.71
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	14.52
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	27.71
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	14.51
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	27.70
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	36.30
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	69.27
			TOTAL:	422.26
RDO EQUIPMENT CO.	flags for signs	GENERAL FUND	STREETS	68.60
			TOTAL:	68.60
RED WING SHOE STORE	safety boots dave g	GENERAL FUND	PUBLIC WORKS ADMIN	134.99
	safety boots mike m	GENERAL FUND	STREETS	178.49
			TOTAL:	313.48
REDMEN	lic refund	GENERAL FUND	NON-DEPARTMENTAL	90.00
			TOTAL:	90.00
THE RETROFIT COMPANIES, INC.	spring recycling bulb pick	ELECTRIC FUND	POWER DISTRIBUTION	280.20
			TOTAL:	280.20

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
RIVER'S EDGE HOSPITAL & CLINIC	drug screens	GENERAL FUND	POLICE	41.50	
	drug screens	GENERAL FUND	SWIMMING POOL	986.00	
	drug screens	GENERAL FUND	PARKS	58.00	
	pre employment physical	WATER	CUSTOMER ACCOUNTS	102.16	
	drug screens	WASTE WATER FUND	ADMIN AND GENERAL	29.00	
	pre employment physical	WASTE WATER FUND	CUSTOMER ACCOUNTS	102.16	
	drug screens	ENVIRON SERVICES F	ADMIN AND GENERAL	29.00	
	pre employment physical	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	102.16	
	pre employment physical	ELECTRIC FUND	CUSTOMER ACCOUNTS	102.17	
	drug screens	STORMWATER FUND	ADMINISTRATION AND GEN	29.00	
		TOTAL:			1,581.15
	RYAN ELECTRIC OF ST PETER	jeff thermostat, fan, labor	PROPERTY INSURANCE	INSURANCE-UNALLOCATED	528.25
jeff lights, ballast, soffit		PROPERTY INSURANCE	INSURANCE-UNALLOCATED	334.50	
control monitr lime auger		WASTE WATER FUND	BIOSOLIDS	75.00	
	TOTAL:			937.75	
S&S THERMO DYNAMICS	hvac service	GENERAL FUND	MUNICIPAL BUILDING	676.03	
			TOTAL:	676.03	
SAM'S CLUB	fruit snacks	GENERAL FUND	RECREATION/LEISURE SER	85.70	
			TOTAL:	85.70	
SELECT ACCOUNT	admin fee	GENERAL FUND	CITY ADMINISTRATION	3.55	
	admin fee	GENERAL FUND	CITY CLERK	2.22	
	admin fee	GENERAL FUND	FINANCE	5.90	
	admin fee	GENERAL FUND	MUNICIPAL BUILDING	1.55	
	admin fee	GENERAL FUND	POLICE	28.85	
	admin fee	GENERAL FUND	BUILDING INSPECTOR	5.66	
	admin fee	GENERAL FUND	COMMUNITY SERVICE	2.22	
	admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	1.63	
	admin fee	GENERAL FUND	STREETS	3.01	
	admin fee	GENERAL FUND	RECREATION/LEISURE SER	6.39	
	admin fee	GENERAL FUND	PARKS	11.38	
	admin fee	GENERAL FUND	ECONOMIC DEVMT	2.22	
	admin fee	LIBRARY FUND	LIBRARY	2.78	
	admin fee	COMMUNITY CENTER	COMMUNITY CENTER	3.33	
	admin fee	WATER	DISTRIBUTION AND STORA	5.44	
	admin fee	WATER	ADMIN AND GENERAL	2.00	
	admin fee	WATER	CUSTOMER ACCOUNTS	0.45	
	admin fee	WASTE WATER FUND	SOURCE/TREATMENT	3.22	
	admin fee	WASTE WATER FUND	ADMIN AND GENERAL	2.25	
	admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.46	
	admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	4.43	
	admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.89	
	admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.46	
	admin fee	ELECTRIC FUND	POWER DISTRIBUTION	6.65	
	admin fee	ELECTRIC FUND	ADMIN AND GENERAL	8.03	
	admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.67	
	admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	1.65	
	admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	4.60	
	admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.46	
	admin fee	TRANSIT	TRANSIT/TRANSPORTATION	4.36	
		TOTAL:			128.71
	SHOPKO STORES OPERATING CO., LLC	detergent	WATER	PURIFICATION AND TREAT	53.94

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	53.94
SHORTY'S TIRE ONE	tire repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	20.00
			TOTAL:	20.00
SOUTHERN MN CONSTRUCTION CO INC	rock compost site	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	863.03
			TOTAL:	863.03
SOUTHERN MN MUNICIPAL POWER AGENCY	may purchased power	ELECTRIC FUND	POWER SUPPLY	577,288.40
			TOTAL:	577,288.40
SPRING TOUCH	medians weed control	ENVIRON SERVICES F	REFUSE DISPOSAL	75.00
			TOTAL:	75.00
ST LOUIS MRO, INC.	pre-employment drug tests	GENERAL FUND	SWIMMING POOL	792.00
			TOTAL:	792.00
ST PETER AREA CHAMBER OF COMMERCE	legislative luncheon	GENERAL FUND	MAYOR & COUNCIL	8.50
	anniversary recognition pr	GENERAL FUND	FINANCE	225.00
	anniversary recognition pr	GENERAL FUND	POLICE	450.00
	anniversary recognition pr	GENERAL FUND	STREETS	25.00
	legislative luncheon	GENERAL FUND	ECONOMIC DEVMT	8.50
	1/2 of job fair expenses	GENERAL FUND	ECONOMIC DEVMT	1,287.55
	anniversary recognition pr	TRANSIT	TRANSIT/TRANSPORTATION	25.00
			TOTAL:	2,029.55
ST PETER HERALD	crack sealing bids	GENERAL FUND	STREETS	145.00
	seal coating bids	GENERAL FUND	STREETS	152.20
			TOTAL:	297.20
ST PETER LUMBER CO	numbers&wood	GENERAL FUND	STREETS	26.52
	pine	GENERAL FUND	SWIMMING POOL	3.69
	wood,rod,bit	GENERAL FUND	PARKS	76.86
	bleacher repair	COMMUNITY CENTER	COMMUNITY CENTER	36.30
	filters,ruler,bleach	WATER	PURIFICATION AND TREAT	219.91
	insulation	WATER	PURIFICATION AND TREAT	20.92
	bike trail area deck	RESTRICTED CONTRIB	PARKS	1,705.13
			TOTAL:	2,089.33
ST PETER ROTARY	2014-2015rotary club dues	GENERAL FUND	ECONOMIC DEVMT	150.00
			TOTAL:	150.00
STAPLES ADVANTAGE	bulb	GENERAL FUND	CITY ADMINISTRATION	21.00
	bulb	GENERAL FUND	CITY CLERK	21.00
	bulb	GENERAL FUND	FINANCE	14.00
	bulb	GENERAL FUND	POLICE	11.20
	bulb	GENERAL FUND	BUILDING INSPECTOR	5.60
	bulb	GENERAL FUND	PUBLIC WORKS ADMIN	2.80
	tabs&binders	GENERAL FUND	STREETS	17.49
	pens	GENERAL FUND	RECREATION/LEISURE SER	3.99
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	99.72
	tabs&binders	GENERAL FUND	PARKS	13.99
	bulb	GENERAL FUND	ECONOMIC DEVMT	1.40
	foam tack board	COMMUNITY CENTER	COMMUNITY CENTER	129.99
	bulb	WATER	ADMIN AND GENERAL	12.60
	tabs&binders	WATER	ADMIN AND GENERAL	7.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	bulb	WASTE WATER FUND	ADMIN AND GENERAL	12.60
	tabs&binders	WASTE WATER FUND	ADMIN AND GENERAL	7.00
	tabs&binders	ENVIRON SERVICES F	ADMIN AND GENERAL	6.99
	bulb	ELECTRIC FUND	ADMIN AND GENERAL	37.80
	tabs&binders	ELECTRIC FUND	ADMIN AND GENERAL	17.49
			TOTAL:	443.66
STATE INDUSTRIAL PRODUCTS	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	519.98
			TOTAL:	519.98
JANE TIMMERMAN-PETTY CASH	mileage	GENERAL FUND	RECREATION/LEISURE SER	12.88
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	5.29
			TOTAL:	18.17
TRANE	annual pm--quarterly billi	COMMUNITY CENTER	COMMUNITY CENTER	1,003.00
			TOTAL:	1,003.00
TRAVERSE DES SIOUX LIBRARY SYSTEM	reimbursement for overpmt	LIBRARY FUND	NON-DEPARTMENTAL	500.48
			TOTAL:	500.48
TRI-STATE BOBCAT	hydroseeder & trailer	STORMWATER FUND	CAPITAL-GENERAL PLANT	12,920.00
			TOTAL:	12,920.00
VERIZON WIRELESS	phone svc 5/2-6/1	GENERAL FUND	POLICE	340.74
	water jetpack 5/2-6/1	WATER	ADMIN AND GENERAL	35.01
			TOTAL:	375.75
VON ESSEN TOWING	tire service, brakes	GENERAL FUND	POLICE	250.00
			TOTAL:	250.00
THE WALL STREET JOURNAL	2014 subscription renewal	LIBRARY FUND	LIBRARY	413.40
			TOTAL:	413.40
THE WATSON CO	concessions	GENERAL FUND	SWIMMING POOL	1,466.35
	concessions	GENERAL FUND	SWIMMING POOL	852.48
			TOTAL:	2,318.83
WESCO DISTRIBUTION INC	led cobra head	ELECTRIC FUND	NON-DEPARTMENTAL	7,735.00
			TOTAL:	7,735.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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===== FUND TOTALS =====

101	GENERAL FUND	51,284.46		
201	PROPERTY INSURANCE	862.75		
211	LIBRARY FUND	2,973.61		
213	PUBLIC ACCESS	66.05		
217	COMMUNITY CENTER	4,287.92		
240	TORNADO DISASTER REV LOAN	597.54		
401	PERM IMPROVMENT REVOLVING	772,223.55		
601	WATER	13,622.72		
602	WASTE WATER FUND	16,086.67		
603	ENVIRON SERVICES FUND	18,443.43		
604	ELECTRIC FUND	592,402.00		
606	STORMWATER FUND	15,799.50		
610	TRANSIT	1,915.54		
820	RESTRICTED CONTRIBUTIONS	2,532.98		
824	YOUTH CENTER GRANT	67.67		

 GRAND TOTAL: 1,493,166.39

TOTAL PAGES: 15

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

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

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Metering & Technology Solutions	100 water meters – inventory	\$17,200.00	Water

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

USE OF PUBLIC PROPERTY PERMIT

St. Peter Farmers Market	City Parking Lot #5	6/28/14 – 10/25/14
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TEMPORARY SHOW

Livestock	MN Square Park	6/21/14
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TEMPORARY LIQUOR

Church of St. Peter	1801 W. Broadway	9/27/14
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TEMPORARY BEER

Church of St. Peter	1801 W. Broadway	9/27/14
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LG220 APPLICATION FOR EXEMPT PERMIT

Church of St. Peter	1801 W. Broadway	9/28/14
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TREE WORKER

Affordable Landscaping & Tree Care	6/24/14 – 4/30/15
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3. The following advisory board appointment(s) is hereby approved for the term indicated:

PARKS AND RECREATION ADVISORY BOARD

Michael Looft (2012-2014)

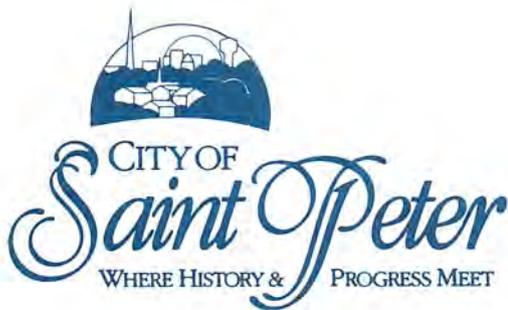
4. The schedule of disbursements for June 5, 2014 through June 18, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: June 18, 2014

FROM: Paula O'Connell
Finance Director

RE: Resolution Accepting 2013 Financial Statements

ACTION/RECOMMENDATION

Approve the resolution accepting the 2013 Financial Statements and the Independent Auditor's Report.

BACKGROUND

Copies of the 2013 Annual Financial Report, the special purpose report and the Management Report from our audit firm, Malloy, Montague, Karnowski, Radosevich & Co., P.A. (MMKR) have been provided to the Council. MMKR CPA Jim Eichten will be attending the City Council meeting to present and discuss Saint Peter's financial position. The Auditor has given an unqualified (clean) opinion on the 2013 Financial Statements.

The 2013 financial audit shows compliance with the GASB 54 Statement which requires us to include data from the Insurance, Old Hospital, and the Tornado Funds in the General Fund. These funds are combined due to the fact that the fund balances are unassigned.

During our discussions on the General Fund we measure financial strength by the amount of reserve on hand. We strive to maintain cash to cover five months of expenses, which comes out to 42%. As of December 31, 2013 the following balances make up the General Fund balance in the Financial Statements:

General Fund	\$3,516,000	55.6% of the 2014 General Fund Budget
Insurance Fund	\$ 270,472	
Old Hospital Fund	\$ -40,175	
Tornado Fund	<u>\$ 0</u>	
Total:	\$3,746,297	59.3% of all the 2014 General Fund Budgets

The 2013 increase in the General Fund reserve (without the additional funds) was \$32,923. The increase was a result of expense savings in various departments and revenues that exceeded the budgeted amount due to development, dividends, rebates and grants received.

Special Revenue Funds include the Library, Community Center, Public Access, Fire Relief, revolving loans, and tax increment financing districts.

Debt Service Funds are doing as projected with the exception of one fund. This special assessment bond has temporarily lost approximately half of the revenue to repay the debt obligation. The developer has filed bankruptcy and stopped paying the assessments. The City Council has however taken action to acquire this property and resell it to a developer. The 2014 financials will reflect positive fund activity to clear the debt and the assessments against the property.

Capital Project Funds include the Permanent Improvement Fund, Parkland Dedication Fund, Equipment Certificates, Nicollet Meadows and Washington Terrace Housing, and the Industrial Park. These funds are also performing as projected.

Enterprise Funds consist of Electric, Refuse, Water, Wastewater and Stormwater Utilities, Transit system, Telecommunications conduit, Long Term Care Facility Lease fund, and the Medical Office Building. The unrestricted category of net assets shown in the utility funds is a good indicator of how funds are doing from year to year. This is the amount of money that each utility has available for future operation.

Trust Funds are set up when money is designated for a specific use. We have funds set up to use interest only for the purchase of library books, to record donations, DARE activity and employee flexible benefit proceeds.

FISCAL IMPACT:

There is no fiscal impact to acceptance of the 2013 financial report. Once it is approved, staff will submit the report to the State Auditor and we will continue discussions for maintaining fund balances at adequate levels.

ALTERNATIVES AND VARIATIONS:

Negative vote. Our policy is to have approval from City Council prior to the June 30th submittal deadline. If you do not accept the report prior to the submittal deadline, the State Auditor will find the City out of compliance and State funding could be withheld.

Negative vote: Staff will wait for further direction from the City Council.

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

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

PO/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014-

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

**RESOLUTION ACCEPTING 2013 FINANCIAL STATEMENTS TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT**

WHEREAS, preparation of the financial statements has been completed for the fiscal year ended December 31, 2013; and

WHEREAS, the content of these statements has been disclosed to the City Council and to the public in a public presentation; and

WHEREAS, a summary of the information contained in these statements will be published in the official newspaper for public information.

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

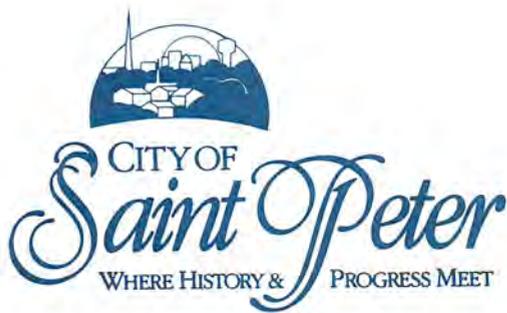
1. The "City of Saint Peter, Minnesota - Financial Statements together with the Independent Auditor's Report" with opinion dated June 18, 2014 for the fiscal year ended December 31, 2013 are hereby accepted and approved as an official and permanent record.
2. The closing entries and adjusting transactions made in connection with the audit of the financial statements are also accepted and approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATED: June 16, 2014

FROM: Paula O'Connell
Finance Director

RE: 2014 Equipment Certificate Proposals

ACTION/RECOMMENDATION

Approve the attached resolution accepting Nicollet County Banks formal proposals for the 2014 Equipment Certificate.

BACKGROUND

The City Council approved receipt of proposals for \$345,000 in equipment certificates at the March 24, 2014 meeting. The certificates would fund the following purchases:

<u>Equipment</u>	<u>Amount</u>
Squad car	\$30,000
City share of a new TRT Armored vehicle	\$55,712
Turn out gear (Fire Dept)	\$26,000
Street Sweeper	\$185,829
Replace 1999 72" Toro mower	\$35,220
Flower watering Cart	<u>\$10,632</u>
Total	\$343,393

Proposal forms were sent to four local banks and proposals were received from First National Bank, Nicollet County Bank, and Hometown Bank. The following amounts represent the total interest, which would be paid on each proposal:

First National Bank	\$29,704.50
Hometown Bank	\$19,699.50
Nicollet County Bank	\$17,595.00
Wells Federal Bank	No proposal

Nicollet County Bank submitted the lowest proposal, with interest rates of 1.3% – 1.90%. I recommend acceptance of the proposal from Nicollet County Bank. As always, issuance of the certificates does not authorize purchase of the equipment. Each item recommended for purchase will be brought as a separate Council action.

FISCAL IMPACT:

Property taxes will be levied on all taxable property in the City for the payment of principal and interest of this Certificate according to the amortization schedule less \$50,000. The 2014 Budget identified \$50,000 to be used from the general fund to reduce the amount of levy for this debt issuance.

ALTERNATIVES AND VARIATIONS:

Do not act: Purchase of equipment certificate items will cease and funding for purchases will need to be from another source.

Negative vote: Purchases in the 2014 Equipment Certificate will need another funding source.

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

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

PO/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION AWARDING THE SALE OF \$345,000 GENERAL OBLIGATION EQUIPMENT
CERTIFICATES OF INDEBTEDNESS OF 2014; FIXING THE FORM AND SPECIFICATIONS
THEREOF; AND PROVIDING FOR THEIR PAYMENT**

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

SECTION 1. Findings.

1.01 The City is authorized by Minnesota Statutes 412.301 (Act) to issue and sell its certificates of indebtedness on such terms and in such manner as the City determines to provide funds to finance the purchase of certain capital equipment subject to certain limitations contained in the Act.

1.02 It is hereby determined that the City is in need of various items of capital equipment ("Equipment"), which items and the estimated cost thereof are listed on Exhibit 1, attached hereto and made a part hereof. It is declared to be the intention of this Council to purchase the items of Equipment for the estimated costs listed on Exhibit 1, but this Council reserves the right to substitute other items of Equipment for those listed, when in its judgment, such factors as availability of the Equipment, competitive bidding considerations, and the desirability of obtaining alternate Equipment so dictate.

1.03 It is further found and determined as required by the Act that the principal amount of obligations to be issued will not exceed 0.25 percent of the market valuation of the taxable property in the City.

1.04 The City shall therefore issue and sell its General Obligation Equipment Certificates of Indebtedness of 2014("Certificates") pursuant to the Act to finance the purchase of the Equipment. Pursuant to Resolution 2014-39, quotes were solicited from local financial institutions.

SECTION 2. Sale of Certificates

2.01 The quote from Nicollet County Bank ("Purchaser") to purchase the Certificates is hereby found and determined to be a reasonable offer and shall be and is hereby accepted, such bid being to purchase the Certificates at a price of par, the Certificates bearing interest at the following rates:

Certificate No. 1 – 1.30 percent per annum
Certificate No. 2 – 1.45 percent per annum
Certificate No. 3 – 1.60 percent per annum
Certificate No. 4 – 1.75 percent per annum
Certificate No. 5 – 1.90 percent per annum

The Mayor, City Clerk/Administrator, and City Treasurer are directed to enter into a purchase contract for the Certificates with the Purchaser.

The Certificates may be prepaid in whole or in part by the City on any date at a price of the par amount to be redeemed plus accrued interest to the date of redemption. Prepayments shall be applied first to interest due and then to principal, and no prepayment shall relieve the City of the obligation to pay the remaining outstanding principal amount of the Certificates.

2.02 The City shall forthwith issue and sell the Certificates in the principal amount of \$345,000 dated as of the date of delivery, the Certificates being in the form of five typewritten certificates fully registered in the name of the Purchaser, bearing interest as set forth above, and which Certificates mature serially in the years and amounts as follows:

Certificate No. 1 in the principal amount of \$69,000 shall mature July 1, 2015.

Certificate No. 2 in the principal amount of \$69,000 shall mature July 1, 2016.

Certificate No. 3 in the principal amount of \$69,000 shall mature July 1, 2017.

Certificate No. 4 in the principal amount of \$69,000 shall mature July 1, 2018.

Certificate No. 5 in the principal amount of \$69,000 shall mature July 1, 2019.

SECTION 3. Form: Execution.

3.01 Registered Form. The Certificates shall be issued in fully registered form. The interest thereon and, upon surrender of the Certificates, the principal amount thereof shall be payable by check or draft issued by the City Treasurer.

3.02 Dates: Interest Payment Dates. The interest on the Certificates is payable to the registered owner thereon on July 1st, commencing on July 1, 2014.

3.03 Registration. The City shall appoint a Certificate Registrar ("Registrar").

[a] Appointment of Initial Registrar. The City hereby appoints the Purchaser as the Initial Registrar.

[b] Registrar. The Registrar shall keep at his or her principal office a Certificate Register in which the Registrar shall provide for registration of ownership of Certificates.

[c] Transfer of Certificates. Upon surrender for transfer of the Certificates, duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof by an attorney duly authorized by the owner in writing, the Registrar shall note the name of the new owner in the Certificate Register and upon the Registration Certificate on the Certificates.

[d] Persons Deemed Owners. The City and the Registrar may treat the person in whose name the Certificates are at any time registered in the Certificate Register as the absolute owner of such Certificates, whether the Certificates shall be overdue or not, for the purpose of

receiving payment of, or on account of, the principal of and interest on such Certificates, and for all other purposes, and so made to such registered owner or upon the owner's order shall be valid and effectual to discharge the liability upon such Certificates to the extent of the sum or sums so paid.

3.04 Execution, Authentication, and Delivery. The Certificates shall be prepared under the direction of the City Treasurer and shall be executed on behalf of the City by the manual signatures of the Mayor and the City Clerk/Administrator. In case any officer whose signature or a facsimile of whose signature shall appear on the Certificates shall cease to be such officer before the delivery of the Certificates, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery. When the Certificates have been so prepared, executed and authenticated, the City Treasurer shall deliver the same to the Purchaser thereof upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

3.05 Form of the Certificates. The Certificates shall be prepared in substantially the following form:

**UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF NICOLLET
CITY OF SAINT PETER
GENERAL OBLIGATION EQUIPMENT CERTIFICATE OF 2014**

No. ____

\$ 69,000

The City of Saint Peter, a duly organized and existing municipal corporation in Nicollet County, Minnesota acknowledges itself to be indebted and, for the value received, hereby promises to pay Nicollet County Bank, Minnesota or registered assigns, the principal sum of Sixty nine thousand dollars (\$69,000) on July 1, 2014, with interest thereon from the date hereof at the annual rate of 1.30 percent per annum for certificate No.1, 1.45 percent per annum for certificate No. 2, 1.60 percent per annum for certificate No. 3, 1.75 percent per annum for certificate No. 4, 1.90 percent per annum for certificate No. 5, payable July 1st, in each year, commencing July 1, 2014, to the person in whose name this Certificate is registered. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft at the office of the City Treasurer in Saint Peter, Minnesota. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Certificate may be prepaid in whole or in part by the City on any date at the price of the par amount to be redeemed plus accrued interest to the date of redemption. Prepayments shall be applied first to interest due, and then to principal and no prepayment shall relieve the City of the obligation to pay the remaining outstanding principal amount of this Certificate.

This Certificate is one of an issue in the total amount of \$345,000, issued pursuant to a resolution adopted by the City Council on March 24, 2014 (the "Resolution") for the purpose of providing money to defray the expenses incurred and to be incurred in purchasing various items of capital equipment, pursuant to and in full conformity with the Constitution and laws of the State

of Minnesota, including Minnesota Statutes 412.301, but constitutes a general obligation of the City and, to provide monies for the prompt and full payment of said principal and interest as the same become due, the full faith and credit of the City is hereby irrevocable pledged, and the City Council has duly levied ad valorem taxes on all taxable property in the City for the payment of principal and interest of this Certificate, and will levy on all the taxable property in the City without limitation as to the rate or amount. As provided in the Resolution and subject to certain limitations set forth therein, this Certificate is transferable on the books of the Certificate Registrar by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Certificate Registrar, duly executed by the registered owner or the owner's attorney.

The City and Certificate Registrar may deem and treat the person in whose name this Certificate is registered as the absolute owner hereof, whether this Certificate is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Certificate Registrar shall be affected by notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions, and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Certificate in order to make it a valid and binding obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Certificate does not cause the indebtedness of the City to 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 Certificate to be executed on its behalf by the facsimile signatures of the Mayor and City Clerk/Administrator and has caused this Certificate to be dated as of the date set forth below.

Dated: _____

CITY OF SAINT PETER, MINNESOTA

City Clerk/Administrator

Mayor

Registration Certificate
(to be attached to the Certificate)

3.06 The City Treasurer shall obtain a copy of the proposed approving legal opinion of the City Attorney, which shall be complete. The City Treasurer is hereby authorized and directed to execute the Certificates in the name of the City upon receipt of such opinion and to file the opinion in the City offices.

SECTION 4. Security

4.01 There is hereby created a separate debt service fund (Fund) for the Certificates, which shall be used for no other purpose than to pay the principal of and interest on the Certificates, provided that if any payment of principal or interest shall become due when there is not sufficient money in the Fund to pay the same, the Treasurer shall pay such principal or

interest from the General Fund of the City and the General Fund shall be reimbursed for such advances out of monies appropriated by the City Council for such purpose.

4.02 For the purpose of paying the principal of and interest on the Certificates, there is hereby levied upon all taxable property in the City a direct annual irrepealable ad valorem tax, which shall be spread upon the tax rolls and collected with and as a part of the other general taxes of the City and shall be credited to the Fund, which tax is in the years and amounts as follows (the years shown are years of levy for taxes collectable in the following year):

<u>YEAR</u>	<u>TAX LEVY</u>
2013	\$ 40,678.00
2014	\$ 80,480.00
2015	\$ 80,480.00
2016	\$ 80,480.00
2017	\$ 80,480.00

The tax herein made may be reduced annually prior to the final certification of tax levy in the manner provided by Minnesota Statutes 475.61, Subdivision 3. A certified copy of this resolution shall be delivered to the County Auditor of Nicollet County in order to obtain the certificate required by Minnesota Statutes 475.63.

4.03 The net proceeds of the Certificates shall be paid into a special 2014 Equipment Certificate account ("Account") hereby created in the Fund. Expenditures from the Account shall be made only for capital costs of the Equipment financed by the Certificates. Records of expenditures from the Account shall be kept of such nature as are adequate to enable the City Treasurer to determine the following:

- [a] the date on which five percent (5%) of the Net Proceeds of the Certificates will have been expended;
- [b] the date on which final payment for all Equipment shall have been made;
- [c] the date on which an amount of money equal to the Net Proceeds of the Certificates, from whatever source derived, shall have been expended for the acquisition of the Equipment.

The City Treasurer shall at the request of any Certificate holder or of bond counsel approving issuance of the Certificates, furnish certificates regarding the status of the monies in the Account. Sums in the Account may be invested as permitted by law and will be invested in accordance with and subject to the conditions expressed in Section 5.02.

SECTION 5. Transcription: Miscellaneous

5.01 The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Certificates, certified copies of proceedings and records of the City relating to the Certificates, and to the financial condition and affairs of the City, and such certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Certificates, and such instruments, including any heretofore

furnished, shall be deemed representations of the City as to the facts stated therein.

5.02 The City covenants and agrees with the holder of the Certificates from time to time that it will not take or permit to be taken by any of its officers, employees, or agents, any action which would cause the interest on the Certificates to become subject to taxation under the Internal Revenue Code of 1954, as amended (the "Code"), and the Treasury Regulations promulgated there under, and that it will comply with all provisions of H.R. 3838 in the form in which it was adopted by the United States House of Representatives on 18 December 1985 to maintain the tax exempt status of interest on the Certificates. The Certificates are hereby designated by the City as "qualified tax exempt obligations" and a part of its \$10,000,000 limitation of such obligations within the meaning of and for purposes of Section 902(e)(3) of H.R. 3838, adopted by the United States House of Representatives on 18 December 1985. In the event H.R. 3838 is not adopted in the form referred to above, or in any form, the covenants in this section and in Section 4.03 will be of no further force or effect.

5.03 It is hereby determined that no comprehensive official statement or prospectus has been prepared or circulated by the City in connection with the sale of the Certificates and that the Purchaser has made its own investigation concerning the City as set forth in investment letter.

5.04 The actions of the officers and employees of the City in contacting prospective purchasers for the Certificates are ratified and confirmed in all respects.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

**EXHIBIT 1
2014 EQUIPMENT CERTIFICATE**

Squad car	\$30,000	
City share of a new TRT Armored vehicle	\$55,712	
Turn out gear (Fire Dept)	\$26,000	
Street Sweeper	\$185,829	
Replace 1999 72" Toro mower	\$35,220	
Flower watering Cart	<u>\$10,632</u>	
Total		\$343,393



TO: Honorable Mayor Strand
Members of the City Council

Memorandum
DATE: 6/20/14

FROM: Todd Prafke
City Administrator

RE: City Assistance Request – Fourth of July

ACTION/RECOMMENDATION

Approve the attached resolution authorizing City assistance for the community-wide Fourth of July celebration.

BACKGROUND

The Chamber of Commerce has once again requested City assistance for the community-wide Fourth of July celebration in Saint Peter and staff recommends approval of the request as outlined in the letter from the Chamber of Commerce and the proposed resolution.

The recommended approval will include staff assistance; use of water, electricity and restroom facilities in the park; closing roadways, and restricted parking in the area of Minnesota Square Park and along the parade and parade staging routes.

Again this year, the Chamber included a request for the City to place barriers at the entrances to the parking lot of Union Presbyterian Church for vendor parking and permission to place two 30-yard roll-off dumpsters on the street on the north and south side of the park.

As we require of all community events, both the Chamber of Commerce and the owners of the animals being displayed in the park must provide Certificates of Insurance naming the City of Saint Peter as an additional insured in an amount not less than \$1,500,000. The resolution also requires the Chamber to ensure that vendors in the park have no more than one vehicle in the park and that they have obtained the required City, County and/or State licensure for their sales.

FISCAL IMPACT:

The cost to the City for this assistance is estimated to be \$8,500.

ALTERNATIVES AND VARIATIONS:

Do Not Act: Should the Council fail to take action on this request, no assistance will be provided.

Negative vote: No further action will be taken without additional direction from the Council.

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

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

TP/bal



Area Chamber of Commerce
and
Tourism and Visitors Bureau

101 South Front Street
Saint Peter, MN 56082-2500

May 29, 2014

Honorable Mayor Tim Strand
Members of City Council
City of St. Peter
227 S. Front St.
St. Peter, MN 56082



Dear Mayor Strand and City Council Members:

The St. Peter Area Chamber of Commerce has been making preparations for an old-fashioned July Fourth celebration. For the 44th consecutive year, the celebration will include a parade, a picnic in Minnesota Square, and other activities. Throughout the years, the organizers of the event have enjoyed the full cooperation of the City of St. Peter and its employees. The Chamber of Commerce respectfully requests this assistance for 2014 as outlined below:

MINNESOTA SQUARE PARK

- + Use of the Park Thurs., July 3 through Monday, July 7 for setup, activities on the 4th, and tear down on the 7th. (The Park has been reserved with the Recreation and Leisure office.)
- + Picnic tables delivered to the Park and placed under the shade tents (afternoon of July 3).
Number to be determined.
- + Use of fully supplied public restrooms along with keys to the store room to maintain the Park restrooms.
Contact person's cell phone number.
- + Use of water in the Park.
- + Check and activate electricity in the Park; provide contact name and phone number of person to call for help, if needed.
- + Set up slip 'n slide in the Park (set up - Public Works; Rec. Dept. staffs)
- + Use of the Park for pony rides.
- + Use of the Park for kiddie train rides.
- + Spray for mosquito control as determined by City staff.

NO PARKING

- + Establishment of "No Parking" restrictions on July 4th as follows (as early as possible, to be determined by proper City department):
 - A) South Washington from Broadway Ave. to Elm St. and Elm St. to Third St. for the parade.



507-934-3400 800-473-3404 Fax 507-934-8960

www.tourism.st-peter.mn.us
e-mail: spchamb@hickorytech.net



- B) North Washington Ave. from Broadway Ave. to just short of Traverse Rd. for parade staging.
- C) 200 to 500 blocks of Elm St. (both sides).
- D) 200 block of West College Ave. (south side from handicap parking area to Minnesota Ave.).
- E) South 4th St. from Elm St. to St. Paul St. designated as "BUS PARKING ONLY" on east side and "NO PARKING BEFORE 9:15 A.M." on both sides from St. Paul to College Ave.
- F) Cones placed as above from College Avenue to St. Paul St. for 8K Run and Walk access.

STREET CLOSURES

- + Washington Ave. from Elm St. to just before Traverse Rd.
- + 200 through 500 blocks of Elm St.
- + Street to be determined for 8K race route (Police Department will determine).

ADDITIONAL ITEMS

- + Bleachers set up in Gorman Park for viewing the parade.
- + Police personnel and reserves to monitor/assist with parade and 8K run as necessary. Other City employees to assist as necessary.
- + Place curbies along parade route and staging areas to assist public and participants
- + Portable toilets have been ordered from Seppmann and will be placed along the parade route and staging area and in the Park to assist the public and participants.
- + Announcement will be made throughout the event that pet animals are not allowed in the park; visitors with animals will be asked to remove them from the park.
- + Barriers at Union Presbyterian Church parking lot so vendors have a place to park additional vehicles. (Chamber has received permission from Union Presbyterian Church)
- + Permission to place 30-yard rolloff dumpsters on College St. at northeast corner of the Park and on Elm Street on the south side of the Park.

Thank you for your consideration of the request. If you need additional information, please let me know. We look forward to meeting with City staff to review the plans and to address any concerns.

Sincerely,



Ed Lee
Executive Director

ep

cc: Todd Prafke, City Administrator ✓
Matt Peters, Chief of Police
Lew Giesking, Director of Public Works
Tim Mayo, Maintenance Superintendent
Rachel More, Run/Walk Coordinator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION AUTHORIZING CITY ASSISTANCE FOR FOURTH OF JULY EVENT

WHEREAS, the Fourth of July celebration in Saint Peter is a community event; and

WHEREAS, the Chamber of Commerce has requested City assistance to provide for this event; and

WHEREAS, there is a need to allow for parade staging, parade routes, and establishment of a temporary bridle trail in Minnesota Square Park for pony rides; and

WHEREAS, the City Council finds that parking restrictions and closure of streets on July 4th would not cause a public safety concern and would be in the best interest of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following authorizations are provided for the community Fourth of July celebration:

The Saint Peter Chamber of Commerce is authorized to:

- Use Minnesota Square Park from July 3rd through the morning of July 5th for setup, the actual celebration and tear down of the associated facilities.
- Use the portion of Minnesota Square Park located adjacent to the intersection of South Third Street and West Elm Street on July 4, 2014 in order to provide for pony rides provided the owners of the animals provide a certificate of insurance naming the City of Saint Peter as an additional insured in an amount not less than \$1,500,000. The certificate of insurance must be provided to the City by no later than July 1st.
- Use public restroom keys to maintain the Minnesota Square restroom.
- Use City water and electricity in the park for the Fourth of July event.
- Place a 30 yard roll-off dumpster on College Avenue at the northeast corner of Minnesota Square Park and another 30 yard dumpster on West Elm Street on the south side of the park.

The City shall:

- Provide mosquito control in the park prior to the event.
- Provide for delivery of additional picnic tables to the park.
- Provide "No Parking" designations on July 4, 2014 as follows:
 - South Washington Avenue from Broadway Avenue to West Elm Street and West Elm Street to South Third Street (parade route)
 - North Washington Avenue from Broadway Avenue to Traverse Road (parade staging)
 - 200 -500 blocks of West Elm Street (both sides)
 - 200 block West College Avenue (south side from handicapped parking area to Minnesota Avenue)

- South Fourth Street (east side) from Elm Street to St. Paul Street signed as “BUS PARKING ONLY” on east side and “NO PARKING BEFORE 9:15 A.M.” on both sides from St. Paul Street to College Avenue
- Placement of cones from College Avenue to St. Paul Street for 8K run and walk access.
- Provide for street closures on July 4, 2014 as follows:
 - Washington Avenue from Elm Street to Sumner Street
 - 200 - 500 blocks of West Elm Street
 - Along the 8K race route (to be determined at a later date by the Police Department)
- Provide Police Department assistance with the July 4, 2014 “8K Run” and parade.
- Provide for Police regulation of parking and street closures as may be necessary to ensure public safety during these events.
- Place temporary bleachers in Gorman Park for viewing the parade.
- Authorize placement of portable toilets and curbies along the parade route and staging area and in the park to assist the public and participants.
- Set up and staff the water slide in Minnesota Square Park on July 4, 2014.
- Provide barriers that may be used to restrict parking at Union Presbyterian Church for Fourth of July vendors.

The Chamber of Commerce shall:

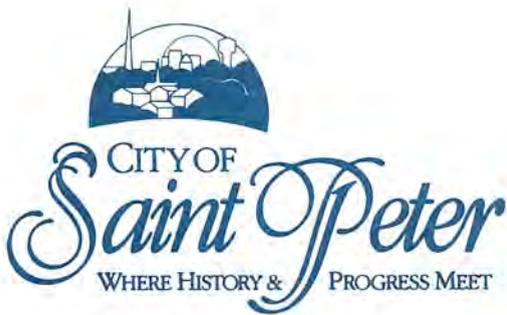
- Provide regular announcements throughout the event that pets are not allowed in Minnesota Square Park and asking visitors with pets to remove them from the park.
- Provide to the City a certificate of insurance naming the City of Saint Peter as an additional insured in an amount not less than \$1,500,000 by no later than July 1, 2014.
- Ensure that each vendor shall be limited to having no more than one vehicle in the park.
- Ensure that each vendor receives the appropriate City, County, and/or State licensures no later than June 24th.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 26th day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/20/2014

FROM: Todd Prafke
City Administrator

RE: City Assistance Request: All School Reunion

ACTION/RECOMMENDATION

Approve City assistance for the All School Reunion event July 3-6, 2014.

BACKGROUND

The All School Reunion Committee has submitted a request for City assistance for their event to be held July 3-6, 2014. Information submitted by the Committee has been included for Council review.

As outlined in the information, the activities for this weekend are being held in conjunction in the Chamber of Commerce Fourth of July events. The large "community" portion of the reunion event is being held on private property in the parking lot of First National Bank. This is a change from past years when the event has included closure of City streets to accommodate the participants.

Staff met with representatives of the Committee and Committee members have addressed all questions and/or concerns raised by staff regarding the event.

Staff recommends approval of the request as outlined in the proposed resolution.

FISCAL IMPACT:

The expected fiscal impact for the requested assistance is \$3,000.

ALTERNATIVES/VARIATIONS:

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

Denial: No further action will be taken without additional direction from the City Council.

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

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

TP/bal

These items will be placed within the fenced area of the bank parking lot in order to prevent vehicles from parking in certain portions of the lot prior to the Reunion events.

6. The Committee has made arrangements with Nick Klaseus, Chief of the Police Reserve, to have available four members of the Police Reserve, as he directed, to check IDs, to attach wristbands to customers at the beer garden in the bank parking lot, and to maintain security. The Police Reserve has agreed to serve from 5:00 p.m. until 11:00 p.m. on July 5. The Saint Peter All-School Reunion Committee will pay the Police Reserve \$20.00 per hour, for a total of \$480.00, as requested by Nick Klaseus at 2:30 p.m. on June 18, 2014 in a telephone conversation.
7. Music provided by the All-School Reunion Committee will be played in the band shell at the bank parking lot, beginning at 5:00 p.m. on July 5, and will end when the event ends at 11:00 p.m. The Committee is not involved in any plans for music at other times or at other sites.
8. The Committee asks the City to pick up the band shell from the City of North Mankato on July 3, deliver it to the First National Bank parking lot in St. Peter, set it up on July 5, take it down after the event, and return it on Monday, July 7. See the accompanying map for the location of the band shell. The band shell will be locked and will be within view of security cameras during such time periods when it is unattended.
9. The Committee asks the City to deliver eight handicap parking signs to the bank parking lot for the event on July 5, and to take them back on Monday, July 7. The signs will be placed from noon to midnight on Saturday, July 5, as follows: three signs on the east side of South Third Street in the first three parking stalls north of Grace Street and five signs on the west side of South Third Street in the first five parking stalls north of Grace Street.

The Saint Peter All-School Reunion Committee will be responsible for insurance, electrical connections, garbage disposal, portable toilets and wash stations, and any required liquor license or event permit or show permit. Pell Insurance & Real Estate is providing the necessary insurance. Ryan Electric is dealing with all aspects of the necessary electrical work. LJP Waste & Recycling is dealing with all aspects of waste collection and removal. Seppmann Portable Toilets is dealing with all aspects of bathroom needs, including wash stations. The Saint Peter Lions Club is serving alcoholic beverages within the fenced area of the bank parking lot, and is dealing with the required liquor license. The Committee has not been in contact with food vendors, and will leave any issues concerning food and food licensing to any vendors that may wish to be involved in the Reunion. The Saint Peter All-School Reunion Committee will pay all expenses incurred by the City of Saint Peter that the City charges to the Committee. The Saint Peter All-School Reunion Committee is dealing with the required event permit or show permit.

The contact person in charge of the bank parking lot site is Michael Bresnahan, President of the First National Bank: 931-5916, 44135 Valley View Drive, St. Peter.

Bob Genelin, Committee Member: 931-4434 or 507-304-1522

Myrna Schoeb, Committee Member: 931-6228 or 507-380-9299

Bob Sandeen, Committee Member: 934-2223

2014 SAINT PETER ALL SCHOOL REUNION SITE MAP

FIRST NATIONAL BANK

ENTRANCE

S. 3RD STREET

PANTRY TENT

BAR/SHIRT

PICNIC TABLES

BEER

TICKETS

FENCE

W. GRACE STREET



SH

Event Schedule:

Thursday, July 3

8 a.m. - 4 p.m. --- Registration at High School Lobby

8 a.m. – 10 a.m. --- Breakfast at High School Cafeteria

8 a.m. – noon --- St. Peter High School Tour

5 p.m. – 8 p.m. --- Hog Roast hosted by St. Peter Sons of the American Legion (diagonally across from the Post Office)

5 p.m. --- Shoreland (at The Woods), food and live music

7 p.m. – 11 p.m. --- St. Peter Firemen's Dance at the Redmen Club

Friday, July 4

7 a.m. – 9 a.m. --- Registration at High School Lobby and
Breakfast at High School Cafeteria

7:30 a.m. --- "Freedom Fun Run"

<http://www.active.com/st-peter-mn/running/freedom-fun-run-2013>

10:00 a.m. – noon --- Fourth of July Parade: Broadway to Elm on South
Washington Avenue, Elm to Minnesota Square
Park

11:00 a.m. – 4:00 p.m. --- Old Fashioned Fourth of July Celebration in
Minnesota Square Park

1:00 p.m. – 4:00 p.m. --- Registration at Minnesota Square Park

Afternoon Events --- Class Reunions, check at Registration

5 p.m. --- Shoreland (at The Woods), food and live music

10:00 p.m. --- Fourth of July Fireworks by St. Peter Redmen Club at the
Fairgrounds

Saturday, July 5

7:00 a.m. – 4 p.m. --- Registration at High School lobby

7:00 a.m. – 9 a.m. --- Breakfast at High School Cafeteria

7:00 a.m. --- Golf Scramble Fund Raiser, Shoreland Country Club,
Four person scramble with 8 a.m. Shotgun start, 18 holes;
Golfers, \$100 per person includes golfing, cart, buffet
luncheon

8:00 a.m. – noon --- St. Peter High School Tour

10:00 a.m. – 4:00 p.m. --- Citywide Sidewalk Sale, coupons at
registration

Starts at noon --- Hall of Fame and Awards Luncheon at Shoreland Golf
Course (at The Woods); Mr. Harvey's 90th Birthday
Celebration; Luncheon for non-golfers is \$15, which
includes buffet, beverage, tax, and gratuity

Starts at 3:00 p.m. --- Mr. Harvey's Readings/Poets' Corner

5:00 p.m. – 11:00 p.m. --- Outdoor Music at First National Bank
parking lot; beer garden by St. Peter Lions
Club

Sunday, July 6

7:00 a.m. – 9:00 a.m. --- Breakfast at High School Cafeteria

Starts 9:00 a.m. --- Choir practice at Christ Chapel, Gustavus Adolphus
College

9:00 a.m.-1:00 p.m. --- St. Peter American Legion Omelet Breakfast

10:30 a.m. --- Ecumenical Service, Christ Chapel, Gustavus Adolphus
College

11:00 a.m.-2:00 p.m. --- John Ireland School Open House



TEE TIME

SAINT PETER ALL-SCHOOL REUNION GOLF TOURNAMENT

IN ORDER TO ACHIEVE MAXIMUM PARTICIPATION, THE ST. PETER ALL-SCHOOL REUNION GOLF TOURNAMENT WILL BE COMBINED WITH THE ANNUAL TEE IT UP TOURNAMENT

Tournament Information

- DATE:** Saturday, July 5th, 2014
- WHERE:** Shoreland Country Club, St Peter, MN
- SCHEDULE:** 7 a.m. Golf Scramble, 8 a.m. Shotgun start, 18 holes
- EVENT:** Four-person Scramble
- LIMIT:** First 130 Entries
- COST:** \$100.00 per person
- COST INCLUDES:** 18-Hole Green Fee, Golf Cart, Buffet Luncheon, Participation gift
Tournament prizes for on-course games;
- Closest to the pin (Men's and Women's)
 - Longest Putt (Men's and Women's)
 - Longest Drive (Men's and Women's)
 - Hole-in-One
- MULLIGANS:** Available at a cost of \$5.00 for four
(one for each member of the team).
May be purchased in multiples of \$5.00.
- SPONSORSHIPS:** Hole Sponsorships available. See Form

**NET PROCEEDS GO TO ST. PETER ALL-SCHOOL REUNION COMMITTEE FOR
ST. PETER STUDENT SCHOLARSHIPS**

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING REQUEST FOR CITY ASSISTANCE FOR ALL SCHOOL
REUNION**

WHEREAS, the organizers of the All School Reunion have requested City assistance for their event to be held from July 3-6, 2014; and

WHEREAS, City staff have met with the Reunion committee to review the requested assistance for this community event; and

WHEREAS, staff recommends approval as outlined below.

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

1. The request for assistance for the All School Reunion event July 3-6, 2014 is hereby approved as follows:
 - Use of and delivery to the event location for the following:
 - a. 20 picnic tables
 - b. Two portable light standards – rental fee and fuel costs to be paid by Reunion Committee.
 - c. Approximately 555' of fencing, 8 concrete barriers and posts with bases for the fencing
 - d. Eight construction cones or barrels
 - e. Eight handicap parking signs which will be placed by event organizers as follows: three signs on the east side of South Third Street in the first three parking stalls north of Grace Street and five signs on the west side of South Third Street in the first five parking stalls north of Grace Street for the period 12:00 noon-12:00 midnight on July 5th.
 - Use of Police Reserves for onsite security and checking ID's for the period 5:00 p.m. until 11:00 p.m. on July 5 with all Reserve costs being paid by the organizers.
 - City staff to pick up a band shell from the City of North Mankato on July 3, deliver it to the First National Bank parking lot in St. Peter, set it up on July 5, take it down after the event, and return it to North Mankato. Band shell will be locked and will be within view of security cameras when unattended.
 - Authorize music, pursuant to an application for a show license, for the event from 5:00 p.m. – 11:00 p.m. on July 5th contingent upon the committee complying with any requests from the Police Department to lower the music volume to address public noise complaints.

- Approval of a show license subject to payment of the licensing fee and compliance with City Code regulations:
2. City assistance is being provided contingent upon the following conditions being met and adhered to:
- All food, beverage or liquor vendors for the event being notified by the organizer's that all applicable City, County and State permits must be obtained prior to the event.
 - Organizers providing for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event. Organizers shall work with Public Works staff to determine the best location for a roll off dumpster.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 06/20/14

FROM: Jane Timmerman
Recreation and Leisure Services Director

RE: Unbudgeted purchase: Copier

ACTION/RECOMMENDATION

Approve the unbudgeted purchase from Metro Sales of a Ricoh MP C3503 copier/printer for the Recreation and Leisure Services Department in the amount of \$7,753.00

BACKGROUND

The current Toshiba 351-C copier/printer that serves the Recreation Department was purchased in March 2008 for \$6,030. Recently the machine has been failing on a regular basis. Although repair staff from Computer Business Solutions has responded to our maintenance calls, the fix does not hold and we have to re-contact them. The time it takes for staff to unjam the copier, repeat printing jobs, wait for maintenance, and actually complete a print/copy job has become extremely inefficient to our operation. In addition, we are wasting an inordinate amount of paper. The cost in staff time and efficiency is a drain on our resources.

We were able to demo a Ricoh MPC3503 copier/printer from Metro Sales that has all the same features as the Toshiba. In comparison, based on an average of 5,676 black and white copies per month, the Toshiba costs \$0.016 per page and the Ricoh charges \$0.009 per copy. For an average of 943 color copies the Toshiba's cost is \$0.11 and the Ricoh is \$0.06. Both have similar maintenance agreements.

The supply inclusive maintenance plan is set at \$0.009 per black and white copy and \$0.060 for color. The agreement is locked at these rates for two years, and then guaranteed not to increase more than 10% per year after that. Toner and fuser are included in this plan. Staples for the copier are purchased separately at \$56 per 5,000 staples.

The speed and efficiency of the Ricoh machine is significantly better and will meet our daily demand for service. We ran a speed tests on each copier when we had the Ricoh machine here for a 2-week demo. Ten 2-sided copies took 3:56:30 minutes to make on the Toshiba and only 1:09:75 minutes with the Ricoh. This will be marked improvement.

We are a current customer of Metro Sales and CBS, and we worked together with Metro Sales over several months analyzing current costs to come up with a solution that improves our current situation in technology and costs. Quotes from other vendors are not required because the Ricoh MPC3503 is listed on the State bid list and we are receiving the State pricing. The

Library and Police Department have similar Ricoh models and use the same supplies. The supply inclusive maintenance program includes all supplies except paper and staples.

It seems that copiers have a life of about six years in the Recreation Department. Our copy machines take a beating since we not only run so many copies, but we have so many different people operating the machine throughout the year (e.g. GAC work study students, summer staff, interns, etc.).

FISCAL IMPACT:

This is an unbudgeted purchase that will be funded from the General Fund and Community Center reserve funds.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will proceed with the purchase.

Negative Votes: Staff will wait for further direction from the Council.

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

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

JT/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING UNBUDGETED PURCHASE OF REPLACEMENT COPIER FOR
RECREATION AND LEISURE SERVICES DEPARTMENT**

WHEREAS, the Toshiba copier/printer machine in the Recreation and Leisure Services Department was purchased in March 2008; and

WHEREAS, the Toshiba is no longer functioning adequately; and

WHEREAS, a demonstration of the Ricoh MPC3503 has proven to meet the needs and daily demands of the high usage in the Recreation Department; and

WHEREAS, costs per copy are significantly lower with the Ricoh MPC3503; and

WHEREAS, the supply inclusive maintenance agreement includes all supplies except paper and staples; and

WHEREAS, the Ricoh MPC3503 is listed on the State bid list; and

WHEREAS, funding for this unbudgeted purchase is available through General Fund and Community Center fund reserves.

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

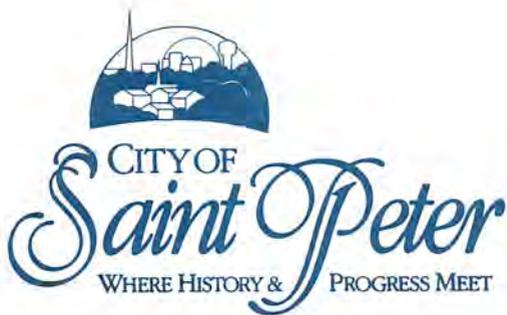
1. Staff is directed to proceed with the unbudgeted purchase of a Ricoh MPC3503 copier/printer from Metro Sales in the amount of \$7,753 through the State bid process.
2. Funds for the unbudgeted purchase shall be provided from General Fund and Community Center and reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 6/19/2014

FROM: Todd Prafke
City Administrator

RE: Purchase of 213 West Nassau

ACTION/RECOMMENDATION

Approve the attached resolution providing for the purchase of 213 West Nassau for the amount of \$3,000.

BACKGROUND

The Council has reviewed and discussed the purchase of this vacant lot in the Commercial Business District on two or three separate occasions during legally closed sessions of the Council.

Your City Attorney and I have negotiated a purchase agreement for the property based on your direction. This agreement includes the customary pro-rating of taxes and payment of assessments to the City.

While there is no immediate plan for the parcel, the purchase secures the location of an electric switch box that services the downtown area. If this box was to be relocated, the cost could be from \$2,000 to \$30,000-\$40,000.

Staff will work on a short term plan for maintenance and care of the lot including possible lease to neighboring properties for parking or other use. A long term plan may be for future private development along with other properties adjacent to this location.

Your City Attorney has reviewed all the documentation for the transaction.

FISCAL IMPACT:

The cost of the purchase will be funded by General Fund Reserves in the amount of \$3,000. You have adequate reserves to fund this purchase.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will wait for additional direction.

Negative vote: Staff will inform the seller of your decision and wait for any additional direction.

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

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

TP/bal





FISHER GROUP

PURCHASE AGREEMENT

This Purchase Agreement (“**Agreement**”) is made to be effective as of June 9, 2014, between LaVonne Loeffler, a Minnesota individual, having an address of 320 W. Jackson Street, St. Peter, MN 56082 (“**Seller**”), and City of St. Peter, a Minnesota government entity, having an address of 227 South Front Street, St. Peter, MN 56082 (“**Buyer**”).

In consideration of the covenants and agreements of the parties hereto, Seller and Buyer agree as follows:

1. Sale of Property. Upon the terms and conditions of this Agreement, Seller agrees to sell to Buyer, and Buyer agrees to purchase from Seller, the following property (collectively, the “**Property**”):

(A) approximately point zero two (.02) acres of land, together with all buildings (collectively, the “**Improvements**”) located at 213 W. Nassau Street, St. Peter, Nicollet County, State of Minnesota, having tax a parcel number of 19.412.3840, the exact legal description of which shall be determined by Sellers’ Title Evidence;

(B) all fixtures, furnishings, equipment and other property situated in or about the Improvements that Buyer selects and elects to purchase and retain, in Buyer’s discretion, including, but not limited to, all plants, shrubs and trees; all storm sash, storm doors, detachable vestibules, screens, and awnings; lighting and electrical fixtures, equipment and bulbs; plumbing fixtures and equipment; hot water tanks and heaters; heating, ventilating, and air conditioning equipment; water softener; liquid gas tank and controls (if the property of Seller); sump pump; incinerator; any built-in sinks, dishwashers, garbage disposals, and other built in fixtures, appliances, and equipment (“**Personal Property**”). All other personal property of Seller that Buyer does not elect to purchase shall be removed by Seller on or before Closing;

(C) Seller’s interests in any certificates, permits, variances, authorizations, licenses and approvals which benefit or relate to Property; all warranties and guaranties, if any, given to, assigned to or benefiting the Property regarding the construction, design, use, operation, management or maintenance of the Property; and all blueprints, drawings, surveys, studies, plans and specifications regarding the Property that are in the possession of, or available to Seller or its agents; and

(D) _____, if any.

2. Purchase Price. The total purchase price (“**Purchase Price**”) to be paid by Buyer to Seller for the Property shall be Three Thousand and no/100’s Dollars (\$3,000.00), payable as follows:

(A) Earnest Money. Five Hundred and no/100 Dollars (\$500.00) as earnest money (“**Earnest Money**”), which Earnest Money shall be held by Coldwell Banker Commercial Fisher Group (“**Realtor**”), the receipt of which Seller hereby acknowledges;

(B) Balance. The balance of the Purchase Price shall be payable in certified funds or wire transfer to be paid on the Closing Date.

3. **Closing.** The closing of the purchase and sale contemplated by this Agreement (the “Closing”) shall occur on or before June 20, 2014, or such other date mutually acceptable to Seller and Buyer, subject to extension for title curative matters pursuant to Section 8(C) (the “Closing Date”). The Closing shall take place at the office of TBD, located at _____, _____, Minnesota _____, or at such other place as mutually agreed by the parties.

4. **Closing Deliverables.** On the Closing Date, Seller shall execute and/or deliver to Buyer the following:

(A) A Warranty Deed (“Deed”) (with statement regarding no wells), in a form reasonably satisfactory to Buyer, conveying the land and Improvements to Buyer, free and clear of all mortgages, liens debts, and encumbrances, subject only to the following exceptions: (i) Building and zoning laws, ordinances, state and federal regulations; (ii) Restrictions relating to use or improvement of the Property without effective forfeiture provision; (iii) Reservation of any minerals or mineral rights to the State of Minnesota; (iv) Utility and drainage easements which do not interfere with present Improvements; and (v) Rights of tenants as follows (unless specified, not subject to tenancies);

(B) A Bill of Sale, in general warranty form, conveying the Personal Property to Buyer, free and clear of all encumbrances;

(C) A general Assignment of the items specified in Section 1C above in a form reasonably satisfactory to Buyer;

(D) An Affidavit of Seller indicating that on the Closing Date there are no outstanding, unsatisfied judgments, tax liens or bankruptcies against or involving Seller or the Property; that there has been no labor or material furnished to the Property for which payment has not been made or for which mechanics’ liens could be filed; that there are no other unrecorded interests in the Property; and that there are no encroachment or survey issues of which Seller is aware; together with whatever standard owner’s affidavit and/or indemnity which may be reasonably required by the Realtor to issue a policy of title insurance;

(E) A non-foreign person affidavit, properly executed and notarized, containing such information as is required by IRC Section 1445(b) (2) and its regulations;

(F) The Title Evidence for the land and Improvements; and

(G) Other documents reasonably determined by Buyer to be necessary to properly transfer the Property to Buyer, or to record the closing documents.

5. **Real Estate Taxes and Assessments.** General real estate taxes and installments of special assessments payable therewith payable in the year prior to the year of Closing and all prior years will be paid by Seller. Seller shall pay all special assessments that were officially levied or pending as of the date of this Agreement. Special assessments levied or which become pending after the date of this Agreement shall be the responsibility of Buyer. General real estate taxes payable in the year of Closing shall be prorated on a daily basis based upon a calendar year, and paid as follows:

___ 194 /365 by Buyer ___ 171 /365 by Seller

6. **Possession.** Seller agrees to deliver possession of the Property and other items specified herein on the Date of Closing, provided that all conditions of this Agreement have been complied with.

7. **Buyer’s contingencies.** The obligation of Buyer to perform under this Agreement is contingent upon the timely occurrence or satisfaction of each of the following conditions:

(A) On the Closing Date, title to the Property shall be acceptable to Buyer.

(B) The representations and warranties of Seller contained in this Agreement shall be true and correct now and on the Closing Date.

(C) Buyer's inspection the following items with respect to the Property: (initial if applicable)

- _____ Environmental Report
- _____ Operation of heating, air conditioning and plumbing, electrical equipment
- _____ Condition of Improvements
- _____ Land Survey or comparable, etc.

at Buyer's expense to be completed on or before June 13, 2014 (the "**Inspection Date**"). Seller shall allow reasonable access (with proper coordination with Seller & Buyer) during normal business hours to review required items. Buyer shall notify Seller in writing no later than three (3) days after the Inspection Date of deficiencies, if any, if Buyer is not satisfied with the condition of the Property. If Buyer fails to so notify Seller within such 3 day period, the contingencies in Section 7(C) above shall be deemed waived and of no effect. Buyer and Seller shall meet to discuss deficiencies, if any, reported by Buyer, and attempt to reach agreement regarding resolution of the same. If the parties cannot reach agreement regarding resolution, then Buyer may, as Buyer's sole option terminate this Agreement, in which case this Agreement shall become null and void and there will be no further obligation, financial or otherwise, on the part of either party to the other and all Earnest Money will be returned to Buyer.

8. Mutual Agreements.

(A) In the event this Property is destroyed or substantially damaged by fire or any other cause before the Closing Date, at Buyer's option, this Agreement shall become null and void at the Buyer's or Seller's option, and all monies paid shall be refunded to Buyer.

(B) Buyer and Seller agree that pro-rata adjustments of rents, interest, insurance and city water, and, in the case of income property, current operating expenses, shall be made as of Closing.

(C) Seller shall, within a reasonable time after execution of this Agreement, furnish an abstract of title, or a torren's certificate of title, certified to date to include proper searches covering bankruptcies and state and federal judgments and liens ("**Title Evidence**"). Buyer shall be allowed 15 days after receipt thereof for examination of said Title Evidence and the making of any objections thereto, said objections to be made in writing or deemed to be waived. If any objections are so made, Seller shall be allowed 60 days to make such title marketable. Pending correction of title, the payments hereunder required shall be postponed, but upon correction of title and within 10 days after written notice to Buyer, the parties shall perform this Agreement according to its terms. If said title is not marketable and is not made so within 60 days from the date of written objections thereto as above provided, Buyer will have the option to: (1) Terminate this Agreement and receive a refund of the Earnest Money and the interest accrued and unpaid on the Earnest Money, if any, which shall be Buyer's sole remedy; or (2) Waive the objections in writing and proceed to Closing.

9. Seller's Representations and Warranties. As part consideration and inducement to Buyer to enter into this Agreement, Seller represents and warrants to Buyer and agrees as follows:

(A) The Improvements are within the boundary lines of the Property, and all improvements on adjoining real property, if any, are outside the boundary lines of the Property.

(B) There are no: (i) wells on the land; (ii) abandoned individual sewage treatment systems on the land, and (iii) above ground or underground tanks located in or about the land in use or abandoned and no

such tanks have been removed during Seller's ownership of the Property except in compliance with applicable law.

(C) Prior to Closing, payment in full will have been made for all labor, materials, machinery, or fixtures furnished within the one hundred (120) days immediately preceding the Closing in connection with any improvement to the Property.

(D) Neither the execution, delivery or performance of this Agreement will result in the breach under any indenture, security instrument or other agreement or court or administrative order by which the Seller or the Property may be bound or affected.

(E) Seller has not received any written notice from a governmental authority that a person or the Property has violated a law, ordinance or regulation affecting the Property or that the authority may commence eminent domain, condemnation, special taxing district, or rezoning proceedings affecting the Property.

(F) There are no special or other assessments pending or certified for payment with respect to the Property, and Seller has not received any notice of any pending, actual, or proposed special assessments of the Property.

(G) To the knowledge of Seller, there is not any environmental condition, hazardous substance, situation or incident on, at, or concerning the Property, that could give rise to an action or liability under any Environmental Laws. Seller warrants and represents that: (1) to Seller's knowledge there are no current investigations, administrative proceedings, litigation, regulatory hearings or other actions proposed, threatened or pending, alleging non-compliance with or violation of any federal, or state or local laws, ordinance, rule or regulations dealing with environmental, health or safety matters ("**Environmental Laws**") or relating to any required environmental permits; (2) Seller has not violated any Environmental Laws with respect to the Property or Improvements; and (3) to the knowledge of Seller, the Property is in material compliance with all Environmental Laws.

(H) Seller is the owner of all, and there exists no lien, encumbrance or adverse claim with respect to, any of the items of Personal Property.

(I) As of the Closing Date, the: (i) mechanical systems (including air conditions, heating, ventilation, plumbing, sewer, and electrical wiring systems) used and serving the Improvements will be in working order; and (ii) the structural walls, roof, and foundation comprising the Improvements are in reasonable condition and repair, are water tight, and contain no latent defects.

(J) All representations, warranties and agreements contained in this Agreement shall survive the Closing for twelve (12) months, and shall not be merged into the Deed, instruments of conveyance delivered at closing, and the parties hereto shall be bound accordingly. All such representations and warranties shall be true on the Closing Date as if made on and as of such date. In the event that any aforesaid warranty is determined not to be true on and as of the Closing Date, Buyer may at its option and by notice to Seller, either: (i) terminate this Agreement, and upon said termination, Seller shall promptly refund to Buyer all Earnest Money; or (ii) waive the warranty or representation and close the sale and purchase hereof.

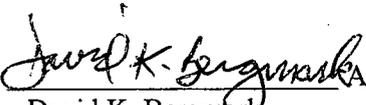
(K) Except for the representations and warranties set forth in section 7, Buyer acknowledges and agrees with Seller that: (i) Buyer is purchasing the Property in "as-is, where is" condition "with all faults" and defects as of the Closing Date and specifically and expressly without any warranties, representations or guarantees, either express or implied, as to its condition, fitness for any particular purpose, merchantability, or any other warranty of any kind, nature, or type whatsoever from or on behalf of Seller.

10. Remedies. If Buyer defaults under this Agreement, Seller shall give written notice to Buyer, and if Buyer fails to cure such default within fifteen (15) days of the date of such notice, this Agreement will terminate, and upon such termination Seller will retain the Earnest Money as liquidated damages, time being of the essence of this Agreement. The termination of this Agreement and retention of the Earnest Money will be the sole remedy available to Seller for such default by Buyer, and Buyer will not be liable for any further damages whatsoever. If Seller defaults under this Agreement, Buyer may, at Buyer's option: (i) terminate the Agreement upon fifteen (15) days' notice to Seller (Seller having cure rights during the 15-day period) and demand return of the Earnest Money and other amounts paid to Seller hereunder, or (ii) proceed by action at law or equity (including specific performance) to enforce this Agreement and Buyer's rights hereunder, including "loss of bargain" damages upon Seller's default. Except where expressly limited herein, no right or remedy herein conferred on or reserved to Buyer or Seller is intended to be exclusive of any other right or remedy herein or by law provided but each shall be cumulative in and in addition to every other right or remedy existing at law in equity or by statute, now or in the future.

11. General Terms. The respective covenants, agreements, indemnifications, warranties and other terms of this Agreement will survive and be in full force and effect after the Closing, and shall not be deemed to have merged into any of Seller's or Seller's closing documents. This Agreement: (a) together with all attached exhibits and addenda or amendments signed by the parties constitutes the entire agreement between Seller and Buyer and supersedes all other written or oral agreements between them, and neither party has relied upon any verbal or written representations, agreements or understandings not set forth herein, whether made by any agent or party hereto; (b) may not be modified except by a writing signed by Seller and Buyer; (c) may be executed in counterparts, each of which shall be deemed an original, and which together shall constitute a single, integrated contract; (d) shall be governed by the laws of the state where the Property is located; and (e) may not be assigned without the written consent of both parties. Time is of the essence for all provisions of this Agreement.

12. Acceptance Deadline. This Agreement must be accepted by Seller on or before June 9, 2014 and if not so accepted, this Agreement shall become null and void and there will be no further obligation, financial or otherwise, on the part of either party to the other and all Earnest Money paid herein shall be returned to Buyer.

13. Broker Representation. David K. Bergmark, the listing agent/broker, stipulates that he/she is representing Seller in this transaction. N/A, stipulates that he/she is representing Buyer in this transaction. The delivery of all papers and monies shall be made at the office of: Coldwell Banker Commercial Fisher Group, 1961 Premier Drive, Suite 404, Mankato, MN 56001.

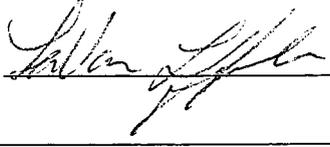
By:  Agent
David K. Bergmark

[signatures contained on following page]

ONCE THIS AGREEMENT IS SIGNED BY BOTH PARTIES, THE EARNEST MONEY CHECK SHALL BE CASHED AND HELD BY BROKER / REALTOR.

SELLER: LaVonne Loeffler

BUYER: City of St. Peter

By: 
Its: _____

By: _____

Its: _____

THIS IS A LEGALLY BINDING CONTRACT, IF NOT UNDERSTOOD, SEEK COMPETENT ADVICE.

[Signature Page to Purchase Agreement]

**1st ADDENDUM TO PURCHASE AGREEMENT
BY AND BETWEEN
CITY OF ST. PETER, AS BUYER
LAVONNE LOEFFLER, AS SELLER
PERTAINING TO PROPERTY AT
320 W. JACKSON ST., ST. PETER, MINNESOTA**

WHEREAS, THE ABOVE PARTIES ENTERED INTO A PURCHASE AGREEMENT DATED June 9, 2014 FOR THAT CERTAIN REAL PROPERTY LOCATED AT: 320 W. Jackson Street, St. Peter, STATE OF MINNESOTA; AND

WHEREAS, SAID PURCHASE AGREEMENT PROVIDED FOR AN ANTICIPATED CLOSING DATE ON OR BEFORE June 20, 2014; AND

WHEREAS, THE PARTIES DO HEREIN DESIRE TO EXTEND THE CLOSING DATE .

NOW THEREFORE, THE UNDERSIGNED BUYER AND SELLER DO HEREIN AGREE TO AMEND THE PURCHASE AGREEMENT AS FOLLOWS:

1. THE CLOSING DATE SHALL BE REVISED FROM JUNE 20, 2014 TO JULY 7, 2014.
2. EXCEPT AS AMENDED HEREIN, ALL TERMS AND CONDITIONS OF THE PURCHASE AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, THE TERMS OF THIS 1ST AMENDMENT TO PURCHASE AGREEMENT ARE HEREBY ACKNOWLEDGED AND ACCEPTED AND THE PARTIES HERETO HAVE AFFIXED THEIR RESPECTIVE SEALS ON THE DATE WRITTEN BELOW.


_____, SELLER
Lavonne Loeffler

_____, BUYER
City of St. Peter

6/10/14 DATED

_____ DATED

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION APPROVING PURCHASE OF LAND

WHEREAS, a vacant lot is in place in the central business district; and

WHEREAS, the owner wishes to sell the property; and

WHEREAS, the property abuts City electrical equipment that is important for provision of electrical services in the downtown area; and

WHEREAS, the City Council feels it is in the best interest of the community to proceed with purchase of this property.

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

1. The City Attorney is directed to proceed with actions necessary to provide for purchase of Nicollet County Parcel #19.412.3840 213 West Nassau Street, Saint Peter, at the price of \$3,000 from LaVonne Loeffler.
2. Seller shall be responsible for all special assessments and/or taxes owed on the property prior to the closing date of June 20, 2014.
3. Funding for the land purchase shall be from General Fund Reserves

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 23rd day of June, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator