

AGENDA

1. **CALL TO ORDER** of regular meeting of the Tracy City Council at 6:30 p.m., Monday, June 27, 2016
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **APPROVAL OF THE MINUTES** for June 13, 2016
5. **APPROVAL OF THE AGENDA**
6. **PUBLIC COMMENT**
7. **PUBLIC HEARING** 6:45 PUBLIC HEARING REEGARDING SALE OF PROPERTY NEAR 174 5TH STREET
8. **REPORTS**
 - A. GERONIMO SOLAR PROJECT UPDATE
 - B. DEPARTMENT HEAD REPORTS
9. **PETITIONS, REQUESTS, COMMUNICATIONS**
 - A. LIQUOR LICENSES
 1. OFF SALE 3.2 MALT BEVERAGE – TRACY EAGLE’S AND CASEY’S GENERAL STORE
 2. ON SALE 3.2 MALT BEVERAGE – TRACY EAGLES’S AND TRACY LANES
 - B. REQUESTS FROM TRACY AREA CHAMBR OF COMMERCE FOR BOX CAR DAYS
 - C. REQUEST FROM TRACY AREA CAMBER OF COMMERCE FOR CAR SHOW
10. **LEGAL ISSUES**
 - A.
11. **RESOLUTIONS**
 - A. RESOLUTION NO 2016-15 A RESOLUTION APPROVING SALE OF PROPERTY LOCATED ADJACENT TO 174 5TH STREET
 - B. RESOLUTION NO. 2016-16 GRANTING CHARTER COMMUNICATIONS, INC. A FRANCHISE EXTENSION THROUGH DECEMER 31, 2016
 - C. RESOLUTION NO. 2016-17 A RESOLUTION TO ESTABLISH A LOCAL BOARD OF APPEAL AND EQUALIZATION PURSUANT TO MN STATUTE 274.014, SUBD. 3 PARAGRAPH C
12. **CONSENT CALENDAR**
 - A. MUNICIPAL ACCOUNTS PAYABLE
 - B. PLANNING/ZONING MINUTES FOR MAY 2, 2016
 - C. AQUATIC CENTER COMMITTEE MEETING MINUTES FOR APRIL 12 AND MAY 10, 2016
 - D. MULTI-PURPOSE CENTER BOARD MINUTES FOR APRIL 19 AND MAY 17, 2016
 - E. TRACY ECONOMIC DEVELOPMENT AUTHORITY MINUTES FOR MAY 4 AND MAY 18, 2016
13. **UNFINISHED BUSINESS**
 - A. TELEVISIONING EQUIPMENT
14. **NEW BUSINESS**
15. **MAYOR AND COUNCIL COMMUNICATIONS**
 - A. LMC LETTER

June 13, 2016

The regular meeting of the Tracy City Council was called to order at 6:30p.m., Monday, June 13, 2016 in the Council Chambers of the Municipal Building. The following Council members were present: Mayor Ferrazzano, D. Johnson, J., Kurt Enderson, and T. Schons. Also present were M. Votca, City Administrator. P Cooreman was present by Skype as she is in Florida. She can be reached by phone or e-mail.

Pledge of Allegiance was given to the flag.

A moment of silence was held for the victims of the Orlando shooting and the tornado that hit Tracy 48 years ago today.

Motion by Johnson, seconded by Enderson to approve the minutes for the meeting on May 23, 2016. All voted in favor of the motion.

An addition to the agenda included 8-D Public Works Update and 14-A VMC Doors. Motion by Enderson, seconded Schons to approve the agenda as amended. All voted in favor of the motion.

The EDA held a Task Force Retreat on 1 June, 2016. This was started because the EDA wanted to do a survey of all the businesses. Tara Onken, EDA Coordinator started in December and through March to survey some businesses and did about 30 businesses. A presentation was given and is enclosed in the Council packet. Most of the first part had to do with demographics and was not a lot of surprising demographics in there. They then went through some topics that came from the survey and there were 19 items and what they meant and how that related to the community and what type of initiatives those meant. Each of those members had a sticker and was allowed to vote on three different topics they thought were important. From the 19 topics, there were five topics emerged as the leaders of the group. The first topic was looking at run-down buildings and review/enforce city code processes that apply to nuisance violations. The second one was to do an annual information summit where citizens can come and learn about things that are going on in the City and provide input. The third priority was to update and improve the city websites and online presence. Fourth priority was to work with interested businesses on succession planning. This would be helping people who are retiring from their business to carry that business over to a new owner/operator. The fifth priority was to partner to create a "welcome" information for tourists or people new to the area. There are people from that group that came are going to form sub-groups and those five groups will work on those projects. Everyone is welcome to participate in those groups. If there is anyone that would like to join any of the five groups, they should contact Votca or Tara Onken and they will get you hooked up with that group so you can help work on that topic. One of the things to remember is the City Council is in charge of the city and the findings in these groups will need to be presented to the City Council before all the things can be implemented. Mayor Ferrazzano stated there will be a meeting on 15 June 2016 in the Council Chambers at 8:00 a.m. There were some good ideas that were thrown out and people are going to work on things. As Votca stated the City Council will decide what things are implemented or not. Votca stated there were some issues and did not know what is going on. The EDA is working on some of the properties that have closed their business so that was good. Schons stated it was nice to see some of the citizens of Tracy and not just business owners helping.

Chris Larson from ISG presented an update on the Wastewater Project and the first thing is private service financing. The project will involve relocating many of the mains in the project area out from underneath homes and will replace them in the public right of way where they belong. However the residents that have their private services going to those service so they will need to re-route their private services. Rural Development considers this private property improvement the funding cannot be eligible for that so the property owners will be responsible for this. There are approximately 34 properties needing re-routing of about 60 feet. The total estimate cost of re-routing these services to be approximately \$90,000. ISG is preparing letters with exhibit for each property that shows them what is being proposed. If they want to work with a local plumber and if they have a better idea, ISG will work with them on that. In the letter they would like to include any information the City has on interim financing that would be

provided by the City. Larson stated that some of these properties' services are out of compliance and would need to be replaced anyway. These lines have been televised and Andy Boyle and S. Daniels are working through the video. Votca stated that they have created a mechanism in the City Code to use a Surcharge Fund to do that. He feels that would apply to their situation. The hope is that these homeowners on a block by block basis, groups of them will work together and work a better deal with a plumber. Areas involved would be Long Green Lane, the alley between Park and Center and then the next alley up to the Northeast. These are a bunch of shared service lines that branch together. Larson stated that he could work with Votca and City Attorney Gross what the language would be and what the exact mechanism is.

Larson stated the next three issues are related to Rural Development's review of the Plan and Specs for Phase I. There have been some e-mail exchanges and a couple phone calls. They have not been able to come to agreement on three basic items. One is when like the Morgan Street project they are doing the final lift the following year. This is something that ISG recommends if there is deep utility construction. If there is deep utility construction even there are compaction requirements and there is density testing during construction. With the density test there is no way feasibly to test every square inch so when there is deeper utility construction they anticipate some trench settlement will occur and it is still the contractor's responsibility to correct. If this does occur they prefer it can be corrected before the final driving surface is installed. The RD State Engineers feel that it would drive up costs because the contractor is forced to hold their price for an additional year. Larson feels it would drive up costs to require the contractor to repair. They have had other projects in which it was initially specified that the final lift be constructed the same year and that was a combined project with the County and they are not used to doing deeper utilities. The contractor requested to do it the following year and said they would honor their bid price for that year. Larson feels that going into 2018 with that final lift is the best route.

Larson stated they are proposing a limit on how long each block would be torn up. They are proposing once the contractor closes the road for traffic, once the street is cut down and start utility work, they have 45 days to get all the utilities in and the road back up to the gravel surface so that property owners can get in and out. They are starting on Circle Drive with utilities and running through the whole project and then coming back to do the streets. Mayor Ferrazzano feels the recommendations that Larson has are fine. It is a problem when you have to work with somebody for your money. Larson said they have had good discussions and it has not been adversarial at all but they do not agree on a couple of these matters.

The third one is the amount of liquidated damages. On the 4th Street project Duinick was beyond their completion date and had to pay \$2,000 per day which amounted to \$60,000. It is not a penalty; it is liquidated damages which are only to present additional costs incurred by the City. For this project it was state aid funding and MnDOT has a table based on the contract amount. With the table as a basis and this project it would be about \$2,500 per day. RD asked them to provide calculations which are basically for every additional day they will have to spend out there and some of Votca's time and maybe some interim financing, how much does that actually add up to each day if it is beyond the completion date. Larson stated he came up with about \$2,000 per day which is less than the MnDOT table says and RD is saying that is still too much and they have not provided us any kind of basis what they are comparing it to but he indicated \$1,500 would be about the maximum he could agree with. The concern is that every time that is lowered, the contractors might be shrugging their shoulders if there is a bigger penalty in the next town. Larson felt that if they concede with those three things, there should be approval at the next review. Larson stated there are a couple easements that need to be finalized. One of the residents that needed to sign passed away and now they need to determine who needs to sign.

Votca stated it is time to appoint these people because it is time to get trained. There are a couple new ones and there are twelve this year. They will be there for the primary in August and the General Election in November. Motion by Schons, seconded by Enderson to approve the Election Judge List for 2016. All voted in favor of the motion.

S. Daniels, Public Works Director gave an update starting with the Greenwood Park. They are slated for Friday, June 17, 2016 at 8:00 a.m. to put up the equipment. If there are any volunteers

they are welcome to donate their help. The second thing is he is still training Meyer on weed notices and he is running behind so Daniels did them for him what he had left. Everything has now been sent out now unless some new ones pop up. Daniels stated some of the lawns and weeds have been taken care of. There are a lot of houses they have been jetting for the televising that has poor ventilation for their sewer systems in their houses. There has been water coming out of toilets when they are jetting. If anyone is out there that are having problems to contact him so they can let the pressure down. They pulled about two yards grit from the sewers at Greenwood. NPO is done with their gas line locates on the east side of town in the project area.

Votca stated that every year the MN Association of Small Cities send an invoice for the annual membership. We have not joined them but they provided a briefing of what they do and what they are lobbying for us. The Council decided not to join this year and see what next year brings.

Votca stated that back in June 2012, Mrs. Nicole Lee presented and requested to buy a piece of property next to their house. The property became tax forfeit and so the City had control of it and now it is just sitting there. Lee does mow it for us. There was a motion during that meeting to sell the property for \$1.00 plus closing costs and the administrator and attorney at that time were instructed to follow up and make sure the City had full ownership and determine if there were any special assessments on the property at the time. At the next meeting in July, the Council was told the City owned it and there were no special assessments against it so they moved forward. In September 2012, Frank Nielsen sent a letter to the Lees' and gave them a draft version which is included in the agenda packet, a draft version of a quick claim deed and agreement to convey the property. Votca does not know what happened from September 2012 until he started working here in July 2013, eventually Lee came to his office and was wondering what was going on with the sale of this property. She was told that if she purchased the property at that time, there is going to be about \$5,404.22 of special assessments on the property during the project. The Lees' decided not to purchase the property at that time but now are having some disputes with the neighbor on the other side of that property and would like to build a fence on that property and take back that property. The special assessments are still on that property right now under the City's ownership. There are a lot of neighbor issues going on. M. Gross stated that Votca stated there is no signed agreement for the conveyance. Votca stated that technically you have to have a public hearing to sell City property so that procedure was not followed. Votca stated that if the Council wants to move forward with the conveyance, they need to go through the public hearing and also decided if they need to maintain the assessments there or pay them off before it is conveyed. Mayor Ferrazzano stated that she said part of the reason is that over the years the work they have done on the property that saved the City from having to anything. Votca stated the reason the City decided to sell it for \$1.00 because they had been maintaining the property. Mayor Ferrazzano stated they should set it up for a public hearing. Votca stated the public hearing can be held on June 27, 2016 at 6:45. Mayor Ferrazzano said there should be some consideration for the amount of work they did on the lot the City owned and saved the City.

Votca stated the lease agreement is with Community Green Energy. They want to build near the Catholic Cemetery and airport. They have a payment schedule enclosed under Exhibit A ranging from \$467 all the way for 20 years to \$619. Exhibit B shows the property lay out. It is similar to the agreement with Geronimo and the attorney for the City has reviewed it and did make some modifications, where they pay the taxes and things for the property. Enderson stated there were some residents that were worried about the approach on the runways. Votca said they did go through the FAA process to make sure it is safe. The panels do have some reflection on them. There is a system used by the FAA they plug into monitor and makes sure it meets all the requirements for reflection. Daniels stated the panels are not like glass but they are designed to absorb most of the light. Votca does not know if CGE has been approved by Xcel. M. Gross stated there is a termination clause if they don't gain approval and that it can be terminated and responsible for removing and there would be no liquidated damages that would be involved. Votca said they do need to negotiate the lease with the Lanoue's at the end of this year. Votca had talked with Geronimo last week and they are still trying to build this fall and that will reduce that piece of land significantly and this will take out a small piece. Enderson asked that taking that piece of land will affect their access. Votca stated the one piece they have already leased it

will not affect their access and they can still access. Motion by Enderson, seconded by Schons to enter into this Lease Agreement with Community Green Energy. All voted in favor of the motion.

Votca stated at the last meeting they had Robin Weis come down from SWRDC to talk about doing an Active Living Plan. Presented is an agreement that states the City will pay \$1,332 of the cost to do that project for us and then would be completed in October 2016. They will start on this project in July. Motion by Schons, seconded by Johnson to enter into this agreement with SWRDC. All voted in favor of the motion.

The Consent Calendar consists of the Municipal Accounts Payable and the Municipal Accounts Receivable. Motion by Johnson, seconded by Enderson to approve the Consent Calendar. All voted in favor of the motion.

Votca reported they did not receive any bids for what they put out. When no bids were received he contacted ADI that he had been working with. They came today and will have a quote by the next meeting on what it will cost to do what the Council wants done. The reason they did not bid on it originally was because some of our time table that was in there, they could not meet. They have a lot of projects to do this summer, so will not get a project right away. Schons asked if he could call some of the others and give them the same option. Votca stated that they can if there is anyone else out there. When he initially looked at this over a year ago, these guys responded to me when he asked and came out and looked at it and explained what this whole system was. He will check and make sure to see if there are any other companies that would be willing to come out.

Votca stated the VMC gym is being remodeled and to make it complete inside the gym is to get these emergency doors. If you go in there right now you can see underneath the doors there is light coming in and they are not weatherproof. With putting in the new wood floor they do not have a weather tight building and also safety wise we need to make an improvement to. These new doors are very expensive and S. Daniels and D. Johnson III went through of what can be done because if you go down to the bottom of the casings of these doors they are rotting away. The metal is shot and needs to be replaced. The frame, door, locking mechanisms, and all the other things that Johnson has on his quote are needed. Schons asked if they have to get other quotes. Votca said they don't for that amount of money and if they want to they can. He and Daniels feel the quote they have is pretty fair. It is possible to find someone lower. Votca stated that he would go and talk with Chad Anderson if they want the school to share some costs with that. Votca stated the good thing about the City spending money on this, is that this is our building and no matter what the doors are part of the building. Mayor Ferrazzano feels this is the City's responsibility to replace the doors. Enderson asked where the money was coming from. They do have the Unbudgeted Income for revenue of the hospital sale. The General Fund balance is going to go up this year. But have paid for things over our budget this year. Motion by Enderson, seconded by Schons to accept the quote from Dale Johnson III Construction to replace two double doors in the VMC. All voted in favor of the motion.

Enderson asked what was happening with the garden lots. Votca stated he will try to get in contact with those people again and see what is going on.

Daniels stated that the streets are due for sweeping. The department is cleaning all the sewers so the televising of the lines can be done.

Mayor Ferrazzano did have someone talk to him about a clean-up day. Mayor Ferrazzano feels for next year, it has always been the cost of the thing that it is not done. Mayor Ferrazzano suggested that if everyone paid \$1.00 or \$2.00 more on the water and it goes into a pool to pay for it. Mayor Ferrazzano feels it is worth exploring to have a clean-up day. The one year the fire department did it as a fund raiser but did not make much money.

Mayor Ferrazzano read a letter from Bruce Ryhkus who will be retiring in June. Mayor Ferrazzano thanked Bruce for all his years of service and was very much appreciated. Votca stated that he hired Lydell Sik today to take Bruce's place so they will be doing the transition of the custodial staff in the next week or so.

Motion by Enderson, seconded by Schons to adjourn the meeting. All voted in favor of the motion.

ATTEST:

City Administrator

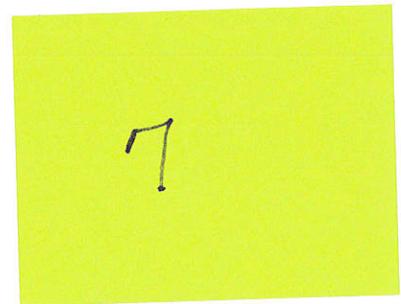
Mayor

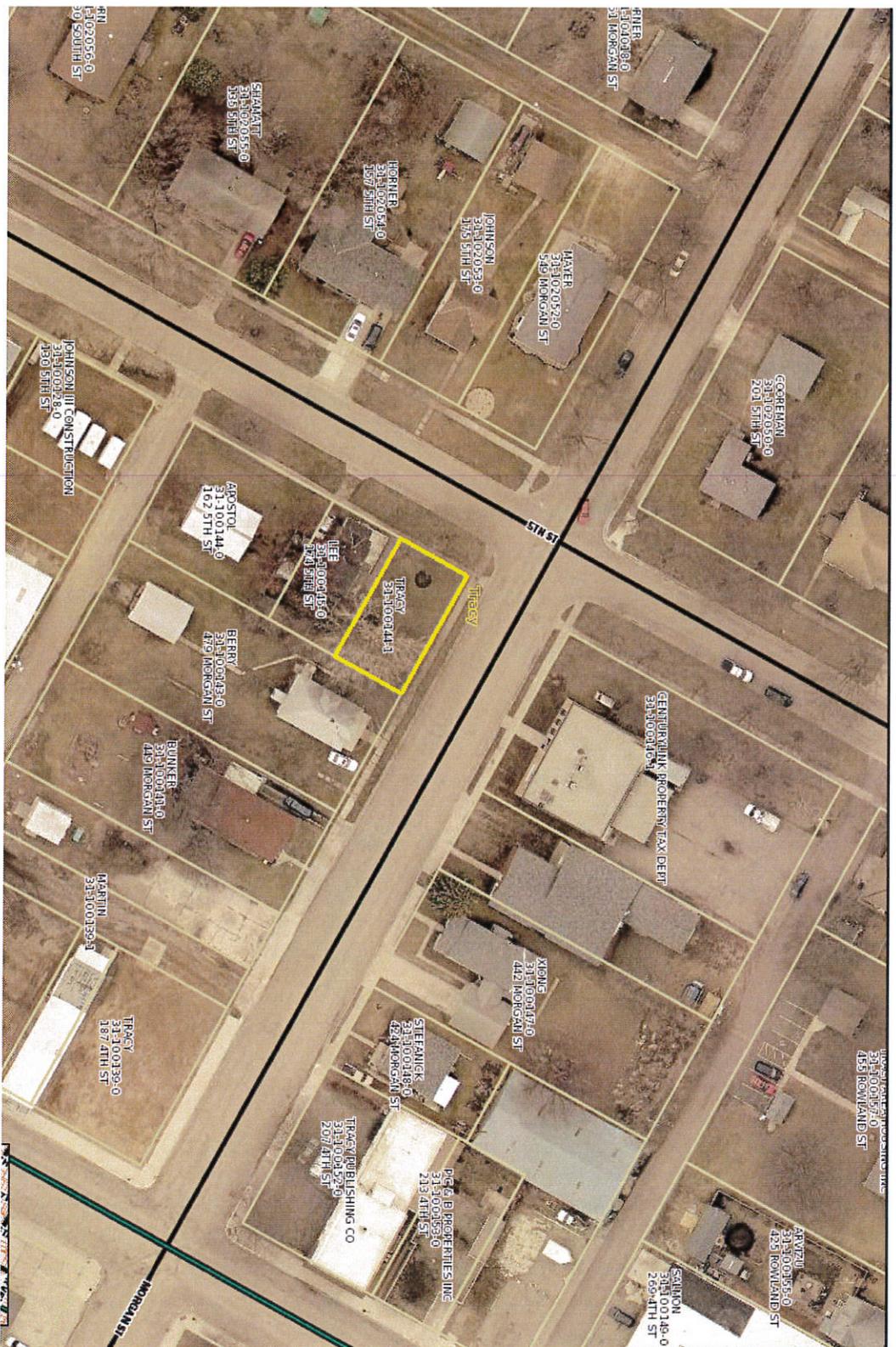
Notice of Public Hearing on Sale of Land

Notice is hereby given that the City Council of Tracy will meet in the council chambers of the city hall at 6:45 p.m. on Monday June 27, 2016. This will be a Public Hearing to discuss the sale of city owned property located adjacent to 174 5th Street and 479 Morgan Street. Please contact the City Administrator for further details. All residents and property owners in Tracy are encouraged to attend.

Michael Votca
City Administrator

Published in the Tracy Headlight Herald on June 22, 2016.





Townships:

Cities:

Catalog Information

Detailed information for the area you clicked on the map...

Ground Coordinates

X: 559731.585551

Y: 114154.423544

Parcels

PARCEL ID: 31-100144-1

Map / Walk

Reports:

Owner: TRACY, CITY OF

Mail: 336 MORGAN ST

Address: TRACY MIN 95175

Property:

Deeded: 0.00

Acres: 0.00

Est. Market Value: \$400

Lot Block: 0, 0

Tax N 428: LOTS 28,29,30.

Description: BLK 9TRACT OP

Information: [Tax](#) [Value Information](#)

Report a Problem

Sections

Section: 23

Township: 109

Range: 40

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(Top 3 inches reserved for recording data)

QUIT CLAIM DEED
Business Entity to Joint Tenants

Minnesota Uniform Conveyancing Blanks
Form 10.3.6 (2011)

DEED TAX DUE: \$ 1.65 _____

DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, the City of Tracy
(insert name of Grantor)

a municipal corporation _____ under the laws of Minnesota ("Grantor"),
hereby conveys and quitclaims to Nicole Lee and Daniel Lee
(insert name of each Grantee)

_____ ("Grantee"), as joint
tenants, real property in Lyon County, Minnesota, legally described as follows:

The North 42.8 feet of Lots 28, 29 and 30, Block 9, Original Plat to the City of Tracy;

(This deed is executed pursuant to action of the Tracy City Council authorizing conveyance of the subject property to Grantees on July 9, 2012.)

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

CITY OF TRACY
(name of Grantor)

By: _____
(signature) Tony Peterson

Its: Mayor
(type of authority)

By: _____
(signature) Roger Gorius

Its: City Clerk/Administrator
(type of authority)

AGREEMENT TO CONVEY PROPERTY

This agreement, dated _____, is made between the CITY OF TRACY ("CITY"), a Minnesota municipal corporation, and NICOLE AND DANIEL LEE ("LEE"), and specifies the terms by which CITY will convey certain real estate to LEE.

1. The real estate to be conveyed is described as the North 42.8 feet of Lots 28, 29 and 30, Block 9, Original Plat to the City of Tracy, Lyon County, Minnesota ("PROPERTY"). The PROPERTY will be conveyed to LEE as joint tenants from CITY via a quitclaim deed.

2. This transfer has been authorized by the Tracy City Council upon terms which require LEE to purchase the PROPERTY and pay all closing and related costs of transfer. Accordingly, LEE will pay the following to CITY on the transaction upon execution of this agreement:

- A. The sum of \$1.00 for the purchase price of the PROPERTY.
- B. The following sums which constitute costs to make the conveyance:
 - 1) The sum of \$75, representing deed drafting expense
 - 2) The sum of \$46, representing the fee to record the deed to be given.
 - 3) The sum of \$1.65 for state deed tax.

3. LEE acknowledges that CITY obtained a conveyance of the PROPERTY from the state some number of years ago after a forfeiture to the state. Consequently, CITY does not have an abstract of title to the PROPERTY and will not provide an abstract to LEE as part of the transaction. LEE may purchase an abstract at the expense of LEE if LEE wishes to do so.

4. CITY extends no warranties as to title or physical condition of the PROPERTY, and LEE takes the PROPERTY from CITY "AS IS".

5. The CITY acknowledges that LEE has maintained the PROPERTY for some period of time in the past, and that this has been taken into account by CITY in arriving at the decision to make the transfer herein. LEE will receive no direct repayment from CITY to LEE for any such maintenance LEE has done in the past. CITY further acknowledges that the PROPERTY by itself has little or no value, as it is too small for development, but that the PROPERTY may have value to LEE as it adjoins other lands which LEE occupies.

6. The parties acknowledge that there are no buildings on the PROPERTY, nor has CITY used the PROPERTY for residential purposes. CITY states that CITY does not know of any wells or individual sewerage treatment systems on the PROPERTY, nor to the best knowledge of CITY, has methamphetamine production occurred on the PROPERTY. If airport zoning regulations affect this property, a copy of those regulations can be reviewed or obtained at the office of the County Recorder where the zoned area is located. LEE shall pay all real estate taxes and installments of special assessments due and payable in the future for the PROPERTY.

CITY OF TRACY

By: _____
Its: Mayor

By: _____
Its: City Clerk/Administrator

x Nicole Lee
Nicole Lee

x Daniel Lee
Daniel Lee



Council Agenda Items

To: Mayor, Council and City Administrator

From: Jason Lichty

Date: 06-20-16

Re: Department Head Meeting

Activity reports for May are attached.

I will be in attendance for the meeting. I can answer questions at the meeting if you have any.

Thank you
Chief Lichty

Date 06/20/2016

INCIDENT ANALYSIS - DAY

Time 2:14:35PM

Agency Tracy Police Dept

Report CFS03

Dates 05/01/2016 Thru 05/31/2016

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency Tracy Police Dept								
	0	0	3	0	0	0	0	3
01050 Property Damage Acc	0	0	0	0	1	0	1	2
01052 Personal Inj Acc	1	0	0	0	0	0	0	1
ALARM Alarm	0	0	0	1	0	0	1	2
ALCOH Alcohol - DWI, DUI, O	1	0	0	0	0	0	0	1
Amily Family Matter	0	0	1	0	0	0	0	1
ANIMA Animal Complaint	1	1	5	5	2	1	2	17
ASSIS Assist	3	8	5	7	2	2	7	34
BURGL Burglary	1	0	0	1	0	0	0	2
CHKFR Check Fraud	0	1	0	0	0	0	0	1
CIVIL Civil Matter	0	0	2	1	1	1	0	5
COMPL Compliance Check	0	0	0	1	0	0	0	1
DAMPR Damage To Property	1	0	0	1	1	0	0	3
DCRT Drug Court Check	1	0	0	0	0	0	1	2
DOMES Domestic	2	0	0	0	1	0	0	3
GUNP Gun Permit	0	1	0	0	0	1	0	2
H&RAC Hit And Run Accident	0	0	0	0	0	0	1	1
HARAS Harassment	0	0	0	0	0	0	2	2
KEYS Keys Locked In Vehicl	0	0	1	2	0	2	1	6
ORDIN Ordinance Violation	0	0	4	0	7	15	0	26
OTHER All Other	1	1	3	2	4	2	1	14
PARKG Parking Complaints	0	0	0	0	0	1	0	1
PARTY Loud Party, Noise	0	0	1	0	0	0	0	1
PROPF Property Found	0	0	0	1	0	0	0	1
SCORT Escort - Funeral, Ban	0	0	0	0	0	0	2	2
SUSPI Suspicious Anything	1	0	2	2	1	2	3	11
THEFT Theft	0	0	1	0	1	1	0	3
TRANS Transport	0	1	0	0	0	0	0	1
TRFRE Traffic Rel Comp	5	1	2	6	5	2	2	23
TRNS Trains	0	0	0	0	0	0	1	1
UNSEC Unsecure Building	0	0	1	0	1	0	0	2
VANDA Vandalism	0	1	0	0	0	0	0	1
WARRT Warrant Pickup	0	1	0	0	0	0	1	2
WELCH Welfare Check	1	1	0	0	1	1	1	5
Tracy Police Dept Agency Total	19	17	31	30	28	31	27	183
Total	19	17	31	30	28	31	27	183

TRACY POLICE DEPARTMENT MONTHLY PATROL LOG

OFFICER: Nicole Gehrke

BADGE NUMBER: 231

MONTH: May

YEAR: 2015

GENERAL INFORMATION

ICRs 54
 WRITTEN REPORTS 5
 ASSIST OTHER AGENCY 3
 AID TO PUBLIC 0
 AMBULANCE ASSISTS 2
 FIRE DEPT. ASSIST 0
 OPEN DOORS 2

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS 0
 ACCIDENTS INVESTIGATED 1
 DWI ARRESTS 1
 PARKING TICKETS 0
OTHER ARRESTS
 MISDEMEANOR 0
 GROSS MISDEMEANOR 0
 FELONY 0

VEHICLE USAGE

MILEAGE FOR MONTH 761
 GALLONS OF FUEL 57.7
 OIL _____
 OTHER AUTO PURCHASES _____

**TRAINING
TYPE**

HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Assisted Redwood Co. with a Domestic
 Arrested a male for 4th Degree DWI, 3rd Degree DWI refusal, and open bottle
 Assisted Murray Co. with their prisoner who kicked out their back window
 Investigated a burglary

TRACY POLICE DEPARTMENT MONTHLY PATROL LOG

OFFICER: Adam Hansen

BADGE NUMBER: 232

MONTH: May

YEAR: 2016

GENERAL INFORMATION

ICRs 18
 WRITTEN REPORTS 5
 ASSIST OTHER AGENCY 7
 AID TO PUBLIC 0
 AMBULANCE ASSISTS 2
 FIRE DEPT. ASSIST 1
 OPEN DOORS 0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS 0
 ACCIDENTS INVESTIGATED 1
 DWI ARRESTS 0
 PARKING TICKETS 0
OTHER ARRESTS
 MISDEMEANOR 0
 GROSS MISDEMEANOR 0
 FELONY 0

VEHICLE USAGE

MILEAGE FOR MONTH 641
 GALLONS OF FUEL 40.46
 OIL _____
 OTHER AUTO PURCHASES _____

TRAINING

TYPE Firearm Instructor HOURS/DAYS 50 Hours/5 Days

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

5-2: Report for Pipestone Co. on possible violation of DANCO with female victim in town.

TRACY POLICE DEPARTMENT MONTHLY PATROL LOG

OFFICER: Matt Boettger

BADGE NUMBER: 233

MONTH: Mayl **YEAR:** 2016

GENERAL INFORMATION

ICRs 39
 WRITTEN REPORTS 5
 ASSIST OTHER AGENCY 3
 AID TO PUBLIC 0
 AMBULANCE ASSISTS 3
 FIRE DEPT. ASSIST 2
 OPEN DOORS 0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS 0
 ACCIDENTS INVESTIGATED 0
 DWI ARRESTS 0
 PARKING TICKETS 0
OTHER ARRESTS
 MISDEMEANOR 0
 GROSS MISDEMEANOR 0
 FELONY 0

VEHICLE USAGE

MILEAGE FOR MONTH 589
 GALLONS OF FUEL 83.7
 OIL _____
 OTHER AUTO PURCHASES Squad cleaning Materials_____

**TRAINING
TYPE**

HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Arrested an adult male for active warrant
 Assisted Tracy Fire with grass fire in town

To: Mayor and City Council
From: Valerie Quist
Date: 6-21-16
Subject: Department head report

Our Summer Reading Program is going strong. We have story time every Tuesday morning at 10:30 a.m. and will continue through the middle of August. Our reading challenge will end August 15.

On July 11, Margot McCreary will be coming to do a puppet show, "The On-Time Circus," and on August 4 we'll be doing a Hoop Dance program. These programs are made possible by grants through Minnesota's Arts and Cultural Humanities Fund.

On Saturday, July 23 at 1 p.m. we will host a program on How to Organize Your Family History. This is another Arts and Cultural Humanities Fund program.

I met with Marshall-Lyon County Library Director Michele Leininger last week. We talked about ways all the libraries in the county can work together to provide better service for all our patrons. We plan to go to Minneota to meet with their director soon. Our hope is that together, we will be able to be on the cutting edge in the library services that we offer.

One exciting way that we will be working together is that digital content services available previously for only Marshall-Lyon County patrons are now available county-wide. Recently Marshall-Lyon County generously offered to include Tracy and Minneota patrons on two of their digital content contracts – OneClick Digital and Mango Languages (it will actually not cost any more to include our patrons in these contracts). OneClick Digital offers a wide selection of eaudiobooks. Mango offers language learning courses, including French, English, Spanish, Russian, and German. Both of these services have apps that you can download on your smartphone or tablet.

In May we had 1,407 checkouts and 265 renewals for a total circulation of 1,672. Last May our total was 2,103 (in May 2014 it was 1,571). I think having school get out later this year and having a later Memorial Day definitely affected our circulation last month.

June 23, 2016

To: Honorable Mayor & City Council

June Department Head Report

Streets & Parks:

- Greenwood Park Playground equipment installed. We will be getting benches and a garbage can receptacle installed in the near future.
- Still mowing all parks weekly with rainfall continuing
- Street sweeping is in progress
- Pool has been in operation with only a few minor mechanical issues with the chemical controllers.
- Attended retreat meeting for ordinance clarification?
- All weed notice violators have either mowed their grass or we have mowed the properties for them according to ordinance guidelines.

Utilities:

- Welding in filter 1 is in process.
- Jetting has been a long process due to deteriorating pipes and large amounts of debris in the system including: Screwdrivers, galvanized fittings, sand, dirt, rocks, bricks, baby wipes, paper towels, and adult diapers.
- Pond discharge for the spring discharge window is wrapping up. We have had 3 bypasses since Memorial Day weekend.

Building Codes:

- Several maintenance code violators have recently obtained permits to repair their properties. We currently have an addition and several re-roofing permits active.

Airport:

- Mowing
- Werner Bros seeded the trenching areas a few weeks ago from last year's lighting project.

Cemetery:

- Mowing
- Cleaning up silk flowers from Memorial Weekend.

To: Mayor and City Council
From: Mike Votca
Date: 06-27-16
Re: Administrator Update

Aquatic Center: The Aquatic Center opened on 4 June, 2016. I would like to share our early season revenue numbers with you to give you an idea of how we are doing in that respect. For Season Passes, we sold \$14,100 in 2015 and are at \$13,700 in 2016 so far. For swimming lessons we made \$7,125 in 2015 and \$5,750 in 2016. We did have some issues in 2015 that might have affected our numbers this year, but we should see a rise, due to really good lessons so far this year.

VMC Project: The flooring and dividing wall have been removed from the VMC. Painting has begun and will finish soon. Acoustical panels will arrive soon and will be installed. The crew has installed all of the electric winches and safety straps. The flooring portion of the project is slightly delayed due to the uneven portions of the floor requiring grinding and the addition of the door project. The new bleachers will be the last project and should be installed prior to Labor Day.

Greentown Park: The park equipment for Greentown Park was installed on Friday 17 June. The park equipment is now ready for use. Thanks to Barb Johnson and Tam Schons for volunteering their time to help on the project. Also thanks to the street department for putting in extra hours to get the project done properly.

Roofing Projects: We will conduct a walk-through of the roof projects with KRI this week. Then it will be determined when the projects will begin and the timeline associated.

Street Project: All paving for our street project has been completed. The contractor still needs to work on the grass, clean up in a few places, and striping of the road.

O'Brien Court: The EDA has started discussions with Sanford Health System to continue the lease arrangement at O'Brien Court. Sanford has indicated that it would like to continue leasing and operating O'Brien Court. Other terms to the agreement are being worked out.

Board Vacancies: Enclosed is a listing of all current board vacancies.

Elections: The City of Tracy will have three seats up for election in 2016. The filing period for these positions is from 2 August to 16 August. The filing fee is two dollars and forms to file can

be found at my office during the filing period. The State Primary Election will be held on 9 August. The Federal Election is held on 8 November.

Hiring: Mr. Bruce "Freddy" Rykhus completed his last day of work on 21 June. He will be on vacation until 1 September. I have hired Mr. Lydell Sik as his replacement. Lydell started work on 20 June.



Michael J. Votca
City Administrator

encl

2016 Board and Commission Vacancies

Planning/Zoning Commission

One 2 year Vacancy

Hospital Board

Four 3 year Vacancies

Library Board

None

Cemetery Board

Two 5 year Vacancies

Multi-Purpose Center

One 3 year Vacancies

EDA

None

Police Commission

None

HRA

None

Youth Advisory Council

Two Vacancies

2016 LICENSE APPLICATION
JUNE

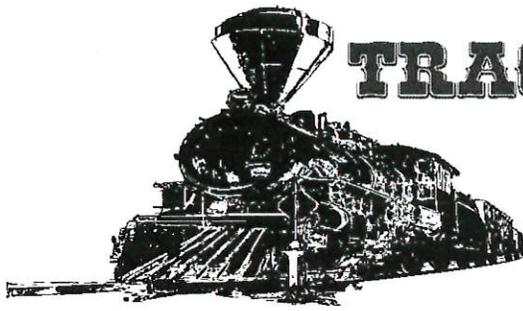


OFF SALE 3.2 MALT BEVERAGE: \$55.00

TRACY EAGLES CLUB - 154 4TH
CASEY'S GENERAL STORE 1205 MORGAN

ON SALE 3.2 MALT BEVERAGE: \$100.00

TRACY EAGLES CLUB - 154 4TH
TRACY LANES - 242 MORGAN



TRACY AREA CHAMBER OF COMMERCE

WWW.TRACYMN.ORG
tracychamber@iw.net

372 MORGAN ST.
TRACY, MN 56175
507-629-4021

Tracy Area Chamber Board of Directors

Trent Fischer
President
Thrivent Financial

Jesse James
Past President

Khyle Radke
Sanford Tracy Medical Center

Chad Anderson
Tracy Area Schools

John Lanoue

Justin Stuefen
Minnwest Bank

John Edwards
The Caboose

Sheila Holland
Quest Marketing

Rhonda Fredricks
Subway of Tracy

Casey Schmidt
Sanford Medical Center

Greg Carlson
*Tracy Insurance/
Knakmuhs Insurance*

Mandy Hoffman
Minnwest Bank

Kimberly Roggatz
Executive Director

Tracy City Council;

The 90th Box Car Days celebration is coming up in 2017 and the Box Car Days committee is hoping not only to have a bigger named band for the street dance but also to provide fireworks and other events for the weekend. With this we need to start fundraising for these events this year.

One fundraising idea is to have a "Barrow of Booze" raffle. We the Box Car Day committee would purchase a wheel barrow, and fill it with approximately \$500.00 of alcohol and then sell raffle tickets.

We are asking if the Tracy Liquor Store would be able to help by providing a discounting the liquor we purchase for the raffle. Also if we could have raffle tickets sold at the Tracy Liquor Store with the display of the "Barrow of Booze".

We are looking at having the drawing at Box Car Days this year so if we could have the display at the liquor store from around the end of July to Box Car Days weekend. Tickets would also be sold elsewhere not only at the Liquor Store.

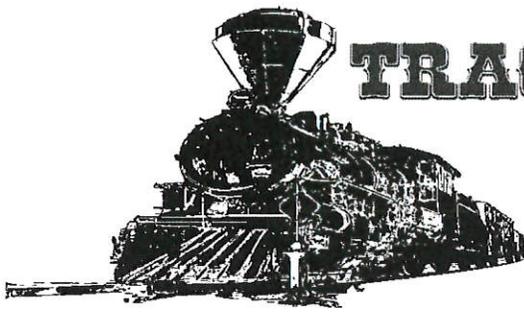
The Box Car Day committee will obtain a raffle permit with the State of MN.

We have heard from other towns that this raffle has been beneficial to their fundraisers and hope we are able to work together to make this work in Tracy.

We appreciate your time and consideration.

Sincerely,
Tracy Box Car Days Committee





TRACY AREA CHAMBER OF COMMERCE

WWW.TRACYMN.ORG
tracychamber@iw.net

372 MORGAN ST.
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Knakmuhs Insurance*

Mandy Hoffman
Minnwest Bank

Kimberly Roggatz
Executive Director

Tracy City Council;

The 10th Annual Tracy Area Car Show is coming up on July 16th. We are hoping to host this event at Central Park in Tracy. We are excited to offer shade which will be a huge benefit to the attendees. With the live music, food, silent auction to just name a few of the activities this will be a fun day in the park for the community.

We will also be hosting a Kids Power Wheels Demo Derby at the park that same day held at or near the ice skating rink.

We are not asking for any streets to be closed at this time. However if it is rainy leading up to the event we may need to close a couple of streets around the park to have cars parked on the street and not on the grass. The committee and the owners of the vehicles would not want to damage the grass or park in any way so adjustments would be made as needed before the event.

We appreciate your time and consideration.

Sincerely,
Tracy Area Car Show Committee

RESOLUTION NO 2016-15

A RESOLUTION APPROVING SALE OF PROPERTY LOCATED ADJACENT TO 174 5TH STREET

WHEREAS, the Tracy City Council has received a request from Mr. Daniel and Mrs. Nicole Lee to purchase the property adjacent to their home at 174 5th Street for \$1 and previous maintenance to the property as well as all fees required for the purchase.

WHEREAS, a public hearing was held for the sale of the property on 27 June, 2016 at 6:45pm before the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Tracy, Minnesota to approve the Sale of said property to Daniel and Nicole Lee for the price of \$1 plus closing costs and fees.

LET IT BE FURTHER RESOLVED That the Mayor and City Administrator are authorized to sign documents that complete the transaction to sell this land.

PASSED AND ADOPTED by the Tracy City Council this 27th day of June 2016.

Mayor

ATTEST:

City Administrator

11A



RESOLUTION NO. 2016-16

**GRANTING CHARTER COMMUNICATIONS, INC.
A FRANCHISE EXTENSION THROUGH DECEMBER 31, 2016**

WHEREAS, on or about March 22, 2005, the City of Tracy, Minnesota ("City") granted a Cable Television Franchise ("Franchise") to CC VIII Operating, LLC d/b/a Charter Communications, Inc. ("Charter"); and

WHEREAS, the initial term of the Franchise expired on December 31, 2014; and

WHEREAS, the City adopted Resolution No. 2014-34 on November 17, 2014 extending the term of the Franchise until June 30, 2015; and

WHEREAS, Charter executed said Resolution No. 2014-34 and agreed to continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, the City adopted Resolution No. 2015-7 on April 27, 2015 extending the term of the Franchise until December 31, 2015; and

WHEREAS, Charter executed said Resolution No. 2015-7 and agreed to continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, the City adopted Resolution No. 2016-2 on January 11, 2016 extending the term of the Franchise until June 30, 2016; and

WHEREAS, Charter executed said Resolution No. 2016-2 and agreed to continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, both the City and Charter desire to extend the term of the Franchise to facilitate renewal negotiations under state and federal law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of

Tracy, Minnesota hereby resolves as follows:

1. The Franchise is hereby amended by extending the term of the Franchise from July 1, 2016 through and including December 31, 2016.
2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.
3. The City and Charter hereby agree that neither waives any rights either may have under the Franchise or applicable law.
4. This Resolution shall become effective upon the occurrence of both of the following conditions: (1) The Resolution being passed and adopted by the Tracy City Council and (2) Charter's acceptance of this Resolution.

Adopted by the City Council of Tracy, Minnesota this _ day of _____, 2016.

CITY OF TRACY, MINNESOTA

Mayor

ATTEST:

City Administrator

ACCEPTANCE

CC VIII Operating, LLC hereby acknowledges the City of Tracy Resolution No. ____
_____ and hereby accepts the terms, provisions and recitals of the Resolution and
agrees to be bound by the Franchise to the extent consistent with applicable laws.

CC VIII OPERATING, LLC

By: _____

Its: _____

Sworn to before me this _____
day of _____, 2016.

Notary Public

RESOLUTION NO. 2016-17

**A RESOLUTION TO ESTABLISH A LOCAL BOARD OF APPEAL AND EQUALIZATION PURSUANT TO
MINNESOTA STATUTE 274.014, SUBD. 3 PARAGRAPH C**

WHEREAS, the City of Tracy is authorized to serve as the local board of appeal and equalization pursuant to Minnesota Statute 274.01; and

WHEREAS, the City of Tracy's powers to act as the local board of appeal and equalization were transferred to the County of Lyon pursuant to Minnesota Statute 274.014, Subd. 3,

WHEREAS, said statute provides for the reinstatement of the governing body of the City of Tracy to serve as the local board of appeal and equalization by resolution of said City Council and upon proof of compliance with Minnesota Statute 274.014, Subd. 2:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Tracy, Minnesota to establish the City Council as the local board of appeal and equalization pursuant to the above-referenced statutes.

PASSED AND ADOPTED by the Tracy City Council this 27th day of June, 2016.

Mayor

ATTEST:

City Administrator



CITY OF TRACY

*Check Detail Register©

MAY 2016 to JUNE 2016



Check Amt	Invoice	Comment
10100 MINNWEST CHECKING		
Paid Chk# 068009	06/09/2016	XCEL ENERGY
E 101-424-271	UTILITIES	\$280.49
E 101-431-271	UTILITIES	\$9.08
E 101-431-271	UTILITIES	\$35.71
Total XCEL ENERGY		\$325.28
Paid Chk# 068010	06/09/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$3,209.50
Total DL AND MV-MN DEPT PUB SAFETY		\$3,209.50
Paid Chk# 068011	06/09/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$73.75
Total DL AND MV-MN DEPT PUB SAFETY		\$73.75
Paid Chk# 068012	06/10/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$12.25
Total DL AND MV-MN DEPT PUB SAFETY		\$12.25
Paid Chk# 068013	06/10/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$3,575.11
Total DL AND MV-MN DEPT PUB SAFETY		\$3,575.11
Paid Chk# 068014	06/13/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$4,082.75
Total DL AND MV-MN DEPT PUB SAFETY		\$4,082.75
Paid Chk# 068015	06/13/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$134.00
Total DL AND MV-MN DEPT PUB SAFETY		\$134.00
Paid Chk# 068016	06/14/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$1,447.50
Total DL AND MV-MN DEPT PUB SAFETY		\$1,447.50
Paid Chk# 068017	06/14/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	\$130.50
Total DL AND MV-MN DEPT PUB SAFETY		\$130.50

12 A



CITY OF TRACY

***Check Detail Register©**

MAY 2016 to JUNE 2016

	Check Amt	Invoice	Comment
Total DL AND MV-MN DEPT PUB SAFETY	\$130.50		
Paid Chk# 068018 06/15/2016 VOIDED CHECK			
E 605-495-301 LICENSES & TAXES	\$1,808.00		MOTOR VEHICLE 241
E 605-495-301 LICENSES & TAXES	(\$1,808.00)		MOTOR VEHICLE 241
Total VOIDED CHECK	\$0.00		
Paid Chk# 068019 06/15/2016 VOIDED CHECK			
E 605-495-301 LICENSES & TAXES	\$187.00		DRIVERS LICENSE 241
E 605-495-301 LICENSES & TAXES	(\$187.00)		DRIVERS LICENSE 241
Total VOIDED CHECK	\$0.00		
Paid Chk# 068020 06/15/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$1,808.00		MOTOR VEHICLE 241
Total DL AND MV-MN DEPT PUB SAFETY	\$1,808.00		
Paid Chk# 068021 06/15/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$187.00		DRIVERS LICENSE 241
Total DL AND MV-MN DEPT PUB SAFETY	\$187.00		
Paid Chk# 068022 06/15/2016 CHS INC.			
E 608-498-202 MOTOR FUELS & LUBRICANTS	\$101.15		SEWER DEPT FUEL
E 607-451-221 MAINTENANCE & REPAIR-EQUIP	\$4.54		AQ FUEL
E 101-424-202 MOTOR FUELS & LUBRICANTS	\$2.70		FUEL OFFSET
E 101-431-202 MOTOR FUELS & LUBRICANTS	\$497.99		STREET DEPT FUEL
E 101-462-202 MOTOR FUELS & LUBRICANTS	\$148.03		AIRPORT FUEL
E 101-424-202 MOTOR FUELS & LUBRICANTS	\$147.28		FIRE DEPT FUEL
E 602-492-202 MOTOR FUELS & LUBRICANTS	\$138.28		UTILITY DEPT FUEL
E 101-421-202 MOTOR FUELS & LUBRICANTS	\$532.86		POLICE DEPT FUEL
E 203-461-202 MOTOR FUELS & LUBRICANTS	\$55.74		CEMETERY FUEL
E 101-431-223 MAINTENANCE & REPAIR-OTHER	\$79.72	ID0299	ROUNDUP
Total CHS INC.	\$1,708.29		
Paid Chk# 068023 06/16/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$1,726.75		MOTOR VEHICLE #242
Total DL AND MV-MN DEPT PUB SAFETY	\$1,726.75		

CITY OF TRACY

***Check Detail Register©**



MAY 2016 to JUNE 2016

Check Amt	Invoice	Comment
\$3,046.22	605252	LQ STORE BEER
Total	\$3,046.22	
Paid Chk# 068030 06/17/2016 BLUE CROSS BLUE SHIELD OF MN		
E 605-495-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 101-413-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 101-431-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 101-421-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 601-491-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 101-418-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 101-441-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
E 602-492-126	4K386-MA 6	JULY 2016 EMPLOYEE HEALTH INSURANCE
Total	\$17,768.65	
Paid Chk# 068031 06/17/2016 BREAKTHRU BEVERAGE MN WINE		
E 601-491-902	1080482771	LQ STORE LIQUOR
E 601-491-901	1080482771	LQ STORE FREIGHT
Total	\$1,128.03	
Paid Chk# 068032 06/17/2016 CENTURYLINK		
E 602-492-231	507F32008	UTILITIES COMMUNICATIONS
Total	\$64.00	
Paid Chk# 068033 06/17/2016 CULLIGAN WATER CONDITIONING		
E 602-492-271	7278	CITY SHOP WATER COOLER RENT
Total	\$46.00	
Paid Chk# 068034 06/17/2016 DAN S SHOP INC		
E 101-431-221	73367	ST DEPT AIR FILTER
Total	\$11.67	
Paid Chk# 068035 06/17/2016 DELTA DENTAL OF MN		
E 101-431-126	6518494	JULY 2016 EMPLOYEE DENTAL INS
E 101-441-126	6518494	JULY 2016 EMPLOYEE DENTAL INS
E 602-492-126	6518494	JULY 2016 EMPLOYEE DENTAL INS
E 101-421-126	6518494	JULY 2016 EMPLOYEE DENTAL INS
E 101-413-126	6518494	JULY 2016 EMPLOYEE DENTAL INS



CITY OF TRACY

*Check Detail Register©

MAY 2016 to JUNE 2016

	Check Amt	Invoice	Comment
Total DELTA DENTAL OF MN	\$297.60		
Paid Chk# 068036 06/17/2016 DESMET WELDORS & MACHINE CO.			
E 607-451-221 MAINTENANCE & REPAIR-EQUIP	\$8.00	0076667	STEEL FOR POOL
Total DESMET WELDORS & MACHINE CO.	\$8.00		
Paid Chk# 068037 06/17/2016 G & R ELECTRIC			
E 101-431-321 OTHER CONTRACTUAL SERVICE	\$1,135.54	35555	SOFTBALL FIELD LIGHTS/BATH HOUSE
E 101-431-321 OTHER CONTRACTUAL SERVICE	\$603.49	35566	SOFTBALL FIELD LIGHTS/BATH HOUSE
Total G & R ELECTRIC	\$1,739.03		
Paid Chk# 068038 06/17/2016 HARRY S FROZEN FOODS			
E 601-491-908 LIQUOR-PREPARED FOOD RESA	\$163.00	24530	LQ STORE PIZZA
Total HARRY S FROZEN FOODS	\$163.00		
Paid Chk# 068039 06/17/2016 HEGGIES PIZZA LLC			
E 601-491-908 LIQUOR-PREPARED FOOD RESA	\$32.55	1234519	LQ STORE PIZZA
Total HEGGIES PIZZA LLC	\$32.55		
Paid Chk# 068040 06/17/2016 HEIMAN INC.			
E 101-424-221 MAINTENANCE & REPAIR-EQUIP	\$479.90	0845615-IN	FIRE DEPT FLOTATION COLLAR
E 101-424-221 MAINTENANCE & REPAIR-EQUIP	\$84.00	0845991-IN	BARRICADE TAPE FIRE LINE
Total HEIMAN INC.	\$563.90		
Paid Chk# 068041 06/17/2016 HOPE DAC			
E 101-463-321 OTHER CONTRACTUAL SERVICE	\$40.80		PAPER SHREDDING
Total HOPE DAC	\$40.80		
Paid Chk# 068042 06/17/2016 I & S GROUP INC			
E 413-485-321 OTHER CONTRACTUAL SERVICE	\$739.25	35995	WASTEWATER IMPROVEMENTS
E 413-485-321 OTHER CONTRACTUAL SERVICE	\$4,324.25	35996	WASTEWATER IMPROVEMENT DESIGN
E 412-482-321 OTHER CONTRACTUAL SERVICE	\$2,503.62	35997	4TH ST RECONSTRUCTION OBSERVATION
E 403-433-321 OTHER CONTRACTUAL SERVICE	\$500.00	35998	5TH ST E. EXTENTION
Total I & S GROUP INC	\$8,067.12		
Paid Chk# 068043 06/17/2016 JOHNSON BROTHERS LIQUOR CO.			
E 601-491-902 LIQUOR PURCHASES	\$48.24	5452246	LQ STORE LIQUOR

CITY OF TRACY

***Check Detail Register©**



MAY 2016 to JUNE 2016

Check Amt	Invoice	Comment
\$22.26	5462062	LQ STORE FREIGHT
\$66.10	5462062	LQ STORE MIX
\$840.25	5462062	LQ STORE LIQUOR/WINE
\$353.00	5462063	LQ STORE LIQUOR
Total	JOHNSON BROTHERS LIQUOR CO.	\$1,329.85
<hr/>		
Paid Chk# 068044	06/17/2016	LARSON, STEVE
E 101-421-321	OTHER CONTRACTUAL SERVICE	DOG POUND FEES
	Total	LARSON, STEVE
		\$22.00
		\$22.00
<hr/>		
Paid Chk# 068045	06/17/2016	MARCO
E 101-413-321	OTHER CONTRACTUAL SERVICE	CITY HALL COPIER CONTRACT
	Total	MARCO
		\$173.99
		INV3398908
		\$173.99
<hr/>		
Paid Chk# 068046	06/17/2016	MIDWEST SUPPLY CO.
E 607-451-222	MAINTENANCE & REPAIR-BUILD	POOL SHOWER CLEANER
E 607-451-222	MAINTENANCE & REPAIR-BUILD	POOL CLEANER
E 101-431-223	MAINTENANCE & REPAIR-OTHER	WINDOW CLEANER
E 101-431-125	UNIFORM ALLOWANCE	B. MEYER UNIFORM SHIRTS
E 101-431-222	MAINTENANCE & REPAIR-BUILD	SHOP TOWELS
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	POOL GRATE ROD
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	FUEL TANK PIN
E 607-451-222	MAINTENANCE & REPAIR-BUILD	POOL KEYS
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	JET TRUCK FUNCTION WIRE
E 101-431-223	MAINTENANCE & REPAIR-OTHER	SHOP TOOL
E 101-431-222	MAINTENANCE & REPAIR-BUILD	PLUNGER
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	CHEMICAL HOSE
E 607-451-222	MAINTENANCE & REPAIR-BUILD	CHEMICAL HOSE
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	POOL KEYS
E 602-492-224	MAINTENANCE-CHEMICALS	POOL FITTINGS
E 601-491-222	MAINTENANCE & REPAIR-BUILD	WATER FOR LAB
E 101-418-222	MAINTENANCE & REPAIR-BUILD	LQ STORE TOILET BOWL CLEANER
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	VMC TOILET PAPER
E 101-431-222	MAINTENANCE & REPAIR-BUILD	ACID HOSE
E 608-498-223	MAINTENANCE & REPAIR-OTHER	PARK TRASH BAGS
		JET TRUCK TOOLS



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Total MIDWEST SUPPLY CO.		
	\$543.92	
Paid Chk# 068047 06/17/2016 MN ENERGY RESOURCES CORP		
E 601-491-271	UTILITIES	LQ STORE UTILITIES
	\$90.25	
Total MN ENERGY RESOURCES CORP		
	\$90.25	
Paid Chk# 068048 06/17/2016 PAUSTIS WINE COMPANY		
E 601-491-902	LIQUOR PURCHASES	LQ STORE WINE
	\$167.00	
Total PAUSTIS WINE COMPANY		
	\$167.00	
Paid Chk# 068049 06/17/2016 PHILLIPS WINE & SPIRITS		
E 601-491-902	LIQUOR PURCHASES	LQ STORE LIQUOR
	\$1,197.73	
E 601-491-901	FREIGHT ON LIQUOR & BEER	LQ STORE LIQUOR
	\$27.83	
Total PHILLIPS WINE & SPIRITS		
	\$1,225.56	
Paid Chk# 068050 06/17/2016 PRAXAIR DIST.		
E 101-431-321	OTHER CONTRACTUAL SERVICE	O2/ACETYLENE LEASE
	\$36.65	
Total PRAXAIR DIST.		
	\$36.65	
Paid Chk# 068051 06/17/2016 QUARNSTROM & DOERING, P.A		
E 101-416-321	OTHER CONTRACTUAL SERVICE	LEGAL FEES
	\$2,359.10	
E 101-416-321	OTHER CONTRACTUAL SERVICE	LEGAL FEES
	\$1,336.50	
Total QUARNSTROM & DOERING, P.A		
	\$3,695.60	
Paid Chk# 068052 06/17/2016 SHARE CORPORATION		
E 101-431-222	MAINTENANCE & REPAIR-BUILDI	ST DEPT HAND SOAP
	\$135.14	
Total SHARE CORPORATION		
	\$135.14	
Paid Chk# 068053 06/17/2016 SIOUX VALLEY ENVIRONMENTAL		
E 602-492-224	MAINTENANCE-CHEMICALS	POLY WATER PLANT CHEMICALS
	\$920.00	
Total SIOUX VALLEY ENVIRONMENTAL		
	\$920.00	
Paid Chk# 068054 06/17/2016 SOUTHERN WINE & SPIRITS OF MN		
E 601-491-901	FREIGHT ON LIQUOR & BEER	FREIGHT
	\$0.15	
E 601-491-902	LIQUOR PURCHASES	LQ STORE LIQUOR
	\$665.31	
E 601-491-901	FREIGHT ON LIQUOR & BEER	LQ STORE FREIGHT
	\$10.64	
Total SOUTHERN WINE & SPIRITS OF MN		
	\$676.10	

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Paid Chk# 068055 06/17/2016 SOUTHWEST SANITATION, INC.		
\$6.00	2054	LIBRARY RECYCLING
\$9.36	2054	COMPOST CONTAINER
\$9.36	2054	POOL CONTAINER
\$9.36	2054	SOFTBALL FIELD CONTAINER
\$9.36	2054	FIRE DEPT CONTAINER
\$9.36	2054	LIBRARY CONTAINER
\$14.04	2054	CITY SHOP CONTAINER
\$14.04	2054	LQ STORE CONTAINER
\$409.51	5039	SHOP ROLL OFF
\$490.39		
Total SOUTHWEST SANITATION, INC.		
Paid Chk# 068056 06/17/2016 STAR TRIBUNE		
\$113.10	4363808	LIBRARY NEWSPAPER SUBSCRIPTION
\$113.10		
Total STAR TRIBUNE		
Paid Chk# 068057 06/17/2016 TRACY AMBULANCE SERVICE		
\$210.00	0016	6-1-16 CPR/FIRST AID
\$3,300.00	100	FIRE DEPT 1ST RESPONDER/CPR
\$3,510.00		
Total TRACY AMBULANCE SERVICE		
Paid Chk# 068058 06/17/2016 TRACY AUTO VALUE		
\$6.98	35063478	VAC TRUCK WIRE TIE
\$105.99	35063662	PUMP BATTERY
\$112.97		
Total TRACY AUTO VALUE		
Paid Chk# 068059 06/17/2016 TRACY FOOD PRIDE		
\$29.04	5529 / 108	MPC FOOD FOR RESALE
\$9.98	5529 / 15	CITY SHOP WATER/ICE
\$4.00	5529 / 16	LIBRARY AIR FRESHNERS
\$17.32	5529 / 349	LQ STORE MIX
\$8.48	5529 / 349	LQ STORE SUPPLIES
\$39.54	5529 / 67	POOL CLEANING SUPPLIES
\$39.09	5529 / 94	POC FOOD FOR RESALE
\$147.45		
Total TRACY FOOD PRIDE		
Paid Chk# 068060 06/17/2016 TRACY PUBLISHING CO.		

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\$14.95	90541	OUT OF THE BLUE BOOK
\$10.00	96218	LIBRARY AD
\$24.95		
Total TRACY PUBLISHING CO.		
Paid Chk# 068061	06/17/2016	USABLUEBOOK
E 602-492-223	MAINTENANCE & REPAIR-OTHER	UTILITY DOOR TAGS
\$89.95	963665	
\$89.95		
Total USABLUEBOOK		
Paid Chk# 068062	06/17/2016	VAST BROADBAND
E 605-495-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$92.87		
E 608-498-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$148.85		
E 101-441-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$197.06		
E 201-471-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$195.60		
E 602-492-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$148.85		
E 101-431-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$148.85		
E 101-424-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$195.34		
E 601-491-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$236.27		
E 101-417-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$92.87		
E 607-451-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$49.51		
E 101-421-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$326.23		
E 101-413-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$289.82		
E 101-425-231	COMMUNICATIONS-TELEPHONE	PHONE/INTERNET/CABLE
\$148.85		
\$2,270.97		
Total VAST BROADBAND		
Paid Chk# 068063	06/17/2016	XCEL ENERGY
E 608-498-271	UTILITIES	UTILITIES-SEWER LIFT
\$67.16		
E 407-417-271	UTILITIES	UTILITIES- 5TH ST APTS
\$83.31		
E 101-432-271	UTILITIES	UTILITIES-STREET LIGHTS
\$128.48		
E 101-418-271	UTILITIES	UTILITIES-VMC
\$314.05		
E 201-471-271	UTILITIES	UTILITIES-MPC
\$556.29		
E 201-471-271	UTILITIES	UTILITIES-UPSTAIR MPC
\$13.83		
E 101-432-271	UTILITIES	UTILITIES-ST LIGHTS
\$2,177.66		
E 101-441-271	UTILITIES	UTILITIES-LIBRARY
\$311.51		
E 608-498-271	UTILITIES	UTILITIES-SEWER LIFT
\$13.94		
E 411-417-271	UTILITIES	UTILITIES-ORCHARD LANE
\$3.72		
E 101-418-271	UTILITIES	UTILITIES-MTR BY CITY HALL
\$23.50		
E 101-431-271	UTILITIES	UTILITIES- 283 1/2 ELM ST
\$31.87		



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E 602-492-271 UTILITIES	\$1,245.11		UTILITIES-CITY SHOP
E 101-431-271 UTILITIES	\$13.13		UTILITIES-VELTA PARK
E 602-492-271 UTILITIES	\$46.94		UTILITIES-110 6TH ST
E 101-431-271 UTILITIES	\$116.75		UTILITIES-BAND SHELL
E 101-418-271 UTILITIES	\$315.35		UTILITIES-MUNICIPAL BLDG
Total XCEL ENERGY	\$5,462.60		
Paid Chk# 068064 06/17/2016 AFLAC			
G 101-21715 AFLAC STD WITHHOLDING	\$26.33		EMPLOYEE CHECK WITHHOLDING
G 101-21712 AFLAC CANCER WITHHOLDING	\$69.16		EMPLOYEE CHECK WITHHOLDING
G 101-21713 AFLAC ACCIDENT WITHHOLDING	\$82.31		EMPLOYEE CHECK WITHHOLDING
Total AFLAC	\$177.80		
Paid Chk# 068065 06/17/2016 AFSCME			
G 101-21723 AFSCME UNION WITHHOLDING	\$238.83		EMPLOYEE UNION DUES
Total AFSCME	\$238.83		
Paid Chk# 068066 06/17/2016 BLUE CROSS BLUE SHIELD OF MN			
G 101-21718 HEALTH INS PRETAX W/H	\$82.00		EMPLOYEE CHECK WITHHOLDING
Total BLUE CROSS BLUE SHIELD OF MN	\$82.00		
Paid Chk# 068067 06/17/2016 CITY OF TRACY UNIFORM ALLOWANC			
G 101-21720 UNIFORM WITHHOLDING	\$500.71		EMPLOYEE UNIFORM ALLOWANCE
Total CITY OF TRACY UNIFORM ALLOWANC	\$500.71		
Paid Chk# 068068 06/17/2016 CITY OF TRACY-MAIN			
G 101-21722 WSI/LFG/CPR WITHHOLDING	\$475.00		EMPLOYEE CHECK WITHHOLDING
Total CITY OF TRACY-MAIN	\$475.00		
Paid Chk# 068069 06/17/2016 LELS			
G 101-21724 LELS UNION WITHHOLDING	\$63.02		POLICE UNION DUES
Total LELS	\$63.02		
Paid Chk# 068070 06/17/2016 NCPERS			
G 101-21711 NCPERS WITHHOLDING	\$96.00		EMPLOYEE CHECK WITHHOLDING
Total NCPERS	\$96.00		



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Paid Chk# 068071 06/17/2016 USABEL LIFE		
\$7.53		LAU, SANDRA R.
\$20.80		RYKHUS, BRUCE
\$1.30		SCHULTZ, ALLEN JEFFERY
\$2.49		FASTENAU, ROCHELLE, M
\$8.35		HINZ, LUANN JOAN
\$3.15		BURCH, KIMBERLY JO
\$7.20		LICHTY, APRIL LEIGH
Total	USABEL LIFE	\$50.82
Paid Chk# 068072 06/17/2016 DL AND MV-MN DEPT PUB SAFETY		
\$5,234.75		MOTOR VEHICLE 243
Total	DL AND MV-MN DEPT PUB SAFETY	\$5,234.75
Paid Chk# 068073 06/17/2016 DL AND MV-MN DEPT PUB SAFETY		
\$75.50		DRIVERS LICENSE 243
Total	DL AND MV-MN DEPT PUB SAFETY	\$75.50
Paid Chk# 068074 06/20/2016 DL AND MV-MN DEPT PUB SAFETY		
\$1,684.75		MOTOR VEHICLE #244
Total	DL AND MV-MN DEPT PUB SAFETY	\$1,684.75
Paid Chk# 068075 06/20/2016 DL AND MV-MN DEPT PUB SAFETY		
\$61.00		DRIVERS LICENSE #244
Total	DL AND MV-MN DEPT PUB SAFETY	\$61.00
Paid Chk# 068076 06/21/2016 WESTERN COMMUNITY ACTION		
\$17,643.00		GRANT DRAW DOWN 4-1-16 THRU 5-3016
\$1,079.00		GRANT DRAW DOWN 4-1-16 THRU 5-3016
Total	WESTERN COMMUNITY ACTION	\$18,722.00
Paid Chk# 068077 06/21/2016 DL AND MV-MN DEPT PUB SAFETY		
\$3,018.06		MOTOR VEHICLE 245
Total	DL AND MV-MN DEPT PUB SAFETY	\$3,018.06
Paid Chk# 068078 06/21/2016 DL AND MV-MN DEPT PUB SAFETY		
\$59.75		DRIVERS LICENSE 245

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Total DL AND MV-MN DEPT PUB SAFETY	\$59.75		
Paid Chk# 068079 06/22/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$2,757.00		MOTOR VEHICLE #246
Total DL AND MV-MN DEPT PUB SAFETY	\$2,757.00		
Paid Chk# 068080 06/23/2016 AMERIPRIDE LINEN & APPAREL INC			
E 601-491-321 OTHER CONTRACTUAL SERVICE	\$86.79	2800643461	LQ TOWEL SERVICES
Total AMERIPRIDE LINEN & APPAREL INC	\$86.79		
Paid Chk# 068081 06/23/2016 ARCTIC GLACIER			
E 601-491-907 LIQUOR-STORE SUPPLIES	\$62.06	1949617006	LQ STORE ICE
E 601-491-907 LIQUOR-STORE SUPPLIES	\$24.22	1952617213	LQ STORE ICE
Total ARCTIC GLACIER	\$86.28		
Paid Chk# 068082 06/23/2016 BAKER & TAYLOR BOOKS			
E 101-441-435 BOOKS	\$145.92	2032085313	LIBRARY BOOKS
Total BAKER & TAYLOR BOOKS	\$145.92		
Paid Chk# 068083 06/23/2016 BELLBOY CORP			
E 601-491-902 LIQUOR PURCHASES	\$96.00	53945000	LQ STORE LIQUOR
E 601-491-904 MIX PURCHASES	\$71.50	94051700	LQ STORE MIX SUPPLIES
Total BELLBOY CORP	\$167.50		
Paid Chk# 068084 06/23/2016 BEVERAGE WHOLESALERS, INC.			
E 601-491-903 BEER PURCHASES	\$264.00	722103	LQ STORE BEER
Total BEVERAGE WHOLESALERS, INC.	\$264.00		
Paid Chk# 068085 06/23/2016 CARLSON TREE SERVICE			
E 101-431-321 OTHER CONTRACTUAL SERVICE	\$175.00	132909	REMOVE BLVD ASH TREE
Total CARLSON TREE SERVICE	\$175.00		
Paid Chk# 068086 06/23/2016 DAKOTA TOM S INC.			
E 601-491-908 LIQUOR-PREPARED FOOD RESA	\$28.34	466260	LQ STORE FOOD FOR RESALE
Total DAKOTA TOM S INC.	\$28.34		
Paid Chk# 068087 06/23/2016 DESMET WELDORS & MACHINE CO.			
E 101-431-221 MAINTENANCE & REPAIR-EQUIP	\$99.59	0076695	ADAPTOR



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Total DESMET WELDORS & MACHINE CO.	\$99.59		
Paid Chk# 068088	06/23/2016	DOLL DISTRIBUTING, LLC	
E 601-491-903	BEER PURCHASES	\$4,477.20	620267 LQ STORE BEER
E 601-491-903	BEER PURCHASES	\$1,777.00	624471 LQ STORE BEER
E 601-491-904	MIX PURCHASES	\$45.00	624471 LQ STORE MIX SUPPLIES
E 601-491-903	BEER PURCHASES	\$985.60	624473 LQ STORE BEER
Total DOLL DISTRIBUTING, LLC		\$7,284.80	
Paid Chk# 068089	06/23/2016	EMPIRE PIPE SERVICES	
E 608-498-321	OTHER CONTRACTUAL SERVICE	\$10,040.00	2072 PHASE 3 WASTEWATER PROJECT SEWER CLEANING
Total EMPIRE PIPE SERVICES		\$10,040.00	
Paid Chk# 068090	06/23/2016	ENVIRO MASTER, INC.	
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$66.26	530991 LQ STORE BATHROOM CLEANING SERVICE
Total ENVIRO MASTER, INC.		\$66.26	
Paid Chk# 068091	06/23/2016	FLEXIBLE PIPE TOOL COMPANY	
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	\$1,070.50	20061 JET TRUCK NOZZLE
Total FLEXIBLE PIPE TOOL COMPANY		\$1,070.50	
Paid Chk# 068092	06/23/2016	HOPE DAC	
E 201-471-222	MAINTENANCE & REPAIR-BUILD	\$124.41	MULTIPURPOSE CENTER CLEANING SERVICE
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$49.20	LQ STORE CLEANING SERVICE
Total HOPE DAC		\$173.61	
Paid Chk# 068093	06/23/2016	JOHN DEERE FINANCIAL	
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$51.96	2081861 SHOP HAND CLEANER
Total JOHN DEERE FINANCIAL		\$51.96	
Paid Chk# 068094	06/23/2016	JOHNSON, DAVID C.	
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$42.00	734165 LQ STORE CLEANING OF BEER LINES
Total JOHNSON, DAVID C.		\$42.00	
Paid Chk# 068095	06/23/2016	KEEPRS INC	
E 101-421-125	UNIFORM ALLOWANCE	\$10.91	PD REIMBURSEMENT OF CREDIT OF TAX/ PRODUCT RETURNED



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Total KEEPERS INC			
	\$10.91		
Paid Chk# 068096 06/23/2016 MARCO			
E 101-413-321	\$229.02	INV3409629	ADMIN CONTRACT BASE RATE FOR 6-12-16 TO 7-11-16
Total MARCO			
	\$229.02		
Paid Chk# 068097 06/23/2016 MARCO DALLAS			
E 101-441-321	\$67.86	18920429	LIBRARY COPIER LEASE
E 601-491-321	\$61.31	18920430	LQ STORE COPIER LEASE
E 101-431-201	\$86.87	18920431	SHOP COPIER LEASE
Total MARCO DALLAS			
	\$216.04		
Paid Chk# 068098 06/23/2016 MARSHALL CONVENTION & VISITORS			
E 101-421-241	\$400.00	15859	PD EVOC CLASS FOR N GEHRKE, AND A HANSEN
E 101-417-321	\$50.00	15890	EDA- MARSHALL CHAMBER BUCKS
otal MARSHALL CONVENTION & VISITORS			
	\$450.00		
Paid Chk# 068099 06/23/2016 MIDWEST SUPPLY CO.			
E 101-418-222	\$15.98	228451	MULTIPURPOSE CENTER PAPER TOWELS
E 101-421-223	\$11.94	228675	PD SUPPLIES
E 101-431-222	\$51.96	229233	SHOP TOWELS
E 101-431-223	\$5.95	229251	SHOP TOOL-SCREWDRIVER
E 101-431-223	\$15.40	229257	SHOP AIR NOZZLE
E 101-431-223	\$33.00	229260	SHOP TOOLS- GRINDING DISCS
E 101-431-202	\$14.97	229269	SHOP-PENETRATING OIL
E 607-451-222	\$5.97	229274	AQ KEYS
E 101-431-221	\$25.95	229291	WEED SPRAYER SUPPLIES
E 101-431-221	\$3.99	229292	SPRAYER VALVE
E 101-431-223	\$29.99	229294	SHOP VAC ACCESSORY
E 101-431-221	\$5.98	229297	SPRAYER PARTS
E 607-451-222	\$7.47	229369	AQ HAND SOAP
E 101-431-223	\$71.98	229373	GREENWOOD PARK CONSTRUCTION FENCING
E 101-431-223	\$26.99	229374	CONSTRUCTION FENCING
E 602-492-221	\$29.99	229407	WHEELBARROW TIRE
E 101-418-222	\$6.05	229431	VMC HOOKS, BRUSH
E 602-492-221	\$31.43	229486	ADAPTERS/ CLAMPS/ELBOWS FOR WATER METER INSTALLS



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E 201-471-222	\$16.24	229499	HOSE/ WASHER/NUTS
Total	\$411.23		
Paid Chk# 068100 06/23/2016 MTI DISTRIBUTING CO			
E 101-431-221	\$181.73	1071540-00	328 TORO MOWER DECK
Total	\$181.73		
Paid Chk# 068101 06/23/2016 PEPSI - COLA BOTTLING CO.			
E 607-451-905	\$216.00	0001783317	AQ POP
Total	\$216.00		
Paid Chk# 068102 06/23/2016 PHILLIPS WINE & SPIRITS			
E 601-491-902	(\$50.59)	239211	LQ STORE CREDIT
E 601-491-901	\$34.98	2975369	LQ STORE FREIGHT
E 601-491-902	\$2,140.57	2975369	LQ STORE LIQUOR
Total	\$2,124.96		
Paid Chk# 068103 06/23/2016 PIPESTONE PUBLISHING CO INC			
E 806-417-251	\$197.50		1/2 OFF FREE STAR SUMMER GUIDE AD
Total	\$197.50		
Paid Chk# 068104 06/23/2016 SIGLER FIRE EQUIPMENT CO			
E 201-471-222	\$166.00	19901	MULTIPURPOSE CENTER FIRE SYSTEM SERVICE
Total	\$166.00		
Paid Chk# 068105 06/23/2016 STREICHER S			
E 101-421-125	\$145.00	11207894	PD- N GEHRKE UNIFORM ALLOWANCE
E 101-421-125	\$256.95	11212146	PD- J LICHTY UNIFORM ALLOWANCE
Total	\$401.95		
Paid Chk# 068106 06/23/2016 SW MN HSG LIQ ASSN			
E 601-491-291	\$75.00	213070	LQ STORE MEMBERSHIP FROM 2016 TO 2017
Total	\$75.00		
Paid Chk# 068107 06/23/2016 TRACY ACE HOME CENTER			
E 101-431-223	\$202.30	A2641	GREENWOOD PARK -POST PADS
E 607-451-222	\$2.19	A2648	AQ KEYS



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E 607-451-222	\$8.76	B8660	AQ KEYS
E 602-492-221	\$7.99	B8724	BATTERIES-LAZER
E 101-431-223	\$17.99	B8738	PARKS/STREETS GRASS SPREADER
E 101-431-223	\$64.98	B8806	GREENWOOD PARK DRAINTILE
Total TRACY ACE HOME CENTER	\$304.21		
Paid Chk# 068108 06/23/2016 TRACY AUTO VALUE			
E 608-498-221	\$14.99	35063751	955 DEERE BELT
E 101-431-221	\$5.49	35064033	76 CHEV BRAKE FLUID
Total TRACY AUTO VALUE	\$20.48		
Paid Chk# 068109 06/23/2016 TRACY FOOD PRIDE			
E 201-471-905	\$15.35	5529/100	MULTIPURPOSE CENTER FOOD FOR RESALE
E 101-431-223	\$13.76	5529/11	SHOP- ICE/WATER
E 101-431-223	\$4.99	5529/142	SHOP-ICE
E 607-451-222	\$29.25	5529/255	AQ SUPPLIES
E 608-498-271	\$14.97	5529/5	SEWER DEPT - WATER/ICE
E 601-491-904	\$15.07	5529/61	LQ STORE SUPPLIES
E 201-471-905	\$13.57	5529/7	MULTIPURPOSE CENTER FOOD FOR RESALE
Total TRACY FOOD PRIDE	\$106.96		
Paid Chk# 068110 06/23/2016 UNITED LABORATORIES			
E 101-418-222	\$200.50	INV157282	VMC WAX STRIPPER
Total UNITED LABORATORIES	\$200.50		
Paid Chk# 068111 06/23/2016 USABEL LIFE			
E 101-441-126	\$11.55		EMPLOYEE LIFE,ADD & STD INSURANCE
E 605-495-126	\$12.95		EMPLOYEE LIFE,ADD & STD INSURANCE
E 101-413-126	\$70.20		EMPLOYEE LIFE,ADD & STD INSURANCE
E 101-421-126	\$41.98		EMPLOYEE LIFE,ADD & STD INSURANCE
E 601-491-126	\$46.01		EMPLOYEE LIFE,ADD & STD INSURANCE
E 101-418-126	\$51.92		EMPLOYEE LIFE,ADD & STD INSURANCE
E 602-492-126	\$14.45		EMPLOYEE LIFE,ADD & STD INSURANCE
E 101-431-126	\$88.45		EMPLOYEE LIFE,ADD & STD INSURANCE
Total USABEL LIFE	\$337.51		
Paid Chk# 068112 06/23/2016 VARIETY FOODS LLC			

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E 607-451-905	\$291.90	1217773	AQ FOOD FOR RESLE
E 601-491-901	\$3.00	1218231	LQ STORE FREIGHT
E 601-491-906	\$1,032.99	1218231	LQ STORE CIGARETTES
E 601-491-907	\$83.78	1218231	LQ STORE SUPPLIES
E 607-451-905	\$314.99	1218232	AQ FOOD FOR RESALE
E 601-491-906	\$316.50	1218715	LQ STORE CIGARETTES
E 601-491-906	\$794.09	1219430	LQ STORE CIGARETTES
E 601-491-901	\$3.00	1219430	LQ STORE FREIGHT
E 601-491-907	\$120.95	1219430	LQ STORE SUPPLIES
E 607-451-905	\$478.19	1219431	AQ FOOD FOR RESALE
Total	\$3,439.39		
Paid Chk# 068113 06/23/2016 VERIZON WIRELESS			
E 101-421-231	\$35.01		PD COMMUNICATIONS
E 101-431-231	\$32.95		STREET DEPT COMMUNICATIONS
E 101-421-231	\$35.01		PD COMMUNICATIONS
E 101-425-231	\$10.98		BUILDING INSPC COMMUNICATIONS
E 602-492-231	\$10.98		BUILDING INSPC COMMUNICATIONS
E 608-498-231	\$10.99		BUILDING INSPC COMMUNICATIONS
E 203-461-231	\$22.12		GROUP LEADER COMMUNICATIONS
E 602-492-231	\$22.12		WATER DEPT COMMUNICATIONS
E 101-421-231	\$59.41		PD COMMUNICATIONS
Total	\$239.57		
Paid Chk# 068114 06/23/2016 VIKING COCA - COLA BOTTLING			
E 601-491-904	\$218.50	1737565	LQ STORE POP FOR MIXES
Total	\$218.50		
Paid Chk# 068115 06/23/2016 WOW BUSINESS SERVICES LLC			
E 101-413-231	\$100.00	INV 3072-3658	RECOVER CLOUD GRID BASED BACKUP
Total	\$100.00		
Paid Chk# 068116 06/23/2016 XCEL ENERGY			
E 601-491-271	\$966.32		LQ STORE UTILITIES
E 101-426-271	\$8.17		SOUTH ST FIRE SIREN UTILITIES
E 101-431-271	\$11.75		3298 US HWY 14 UTILITIES
E 602-492-271	\$613.17		WATER PUMPING WELLS UTILITIES

CITY OF TRACY

***Check Detail Register©**



MAY 2016 to JUNE 2016

	Check Amt	Invoice	Comment
E 101-432-271 UTILITIES	\$118.25		421 SOUTH ST UTILITIES
E 101-431-271 UTILITIES	\$67.86		SWIFT LAKE PARK UTILITIES
E 608-498-271 UTILITIES	\$23.57		SEWAGE METERING SYSTEM UTILITIES
E 607-451-271 UTILITIES	\$1,599.93		AQ UTILITIES
E 101-426-271 UTILITIES	\$8.21		GREENWOOD FIRE SIREN UTILITIES
E 101-462-271 UTILITIES	\$15.69	504737278	AIRPORT UTILITIES
E 101-462-271 UTILITIES	\$193.23	504937344	AIRPORT UTILITIES
Total XCEL ENERGY	\$3,626.15		

10100 MINNWEST CHECKING \$140,886.63

Fund Summary

10100 MINNWEST CHECKING

101 GENERAL	\$36,615.25
201 MULTI PURPOSE CENTER OP	\$1,191.42
203 CEMETERY OPRING FUND	\$99.86
303 O BRIEN COURT	\$22.00
403 PERMANENT IMPROVEMENT	\$500.00
405 EASTVIEW APARTMENTS	\$22.00
407 5TH STREET APARTMENTS	\$105.31
411 ORCHARD LANE & 2016A HOUSING	\$25.72
412 2014 CONSTRUCTION FUND (4TH&M)	\$2,503.62
413 WASTERWATER/POND CONST FUND	\$5,063.50
601 LIQUOR STORE OPRING	\$24,530.30
602 UTILITY-WATER	\$4,983.56
603 UTILITY SURCHARGE	\$22.00
604 REFUSE COLLECTION	\$22.00
605 LICENSING	\$29,838.97
607 AQ CENTER OPERATIONS	\$4,618.06
608 UTILITY-SEWER	\$11,759.56
802 CDBG GRANT FUND	\$18,744.00
806 ECONOMIC DEV RESERVE	\$219.50
	\$140,886.63

12B

PLANNING AND ZONING COMMISSION

May 2, 2014

The regular meeting of the Tracy Planning and Zoning Commission was called to order at 6:00 p.m., Monday, May 2, 2016 in the Council Chambers of the Municipal Building. The following Commission members were present: R. Fredericks, R. Martin, B. Chukuske and C. Self. Absent was S. Willhite and P. Cooreman. Also present were M. Votca, City Administrator and S. Daniels, Building Inspector.

Motion by Chukuske, seconded by Martin to approve the minutes for April 4, 2016 as written. All voted in favor of the motion.

An addition to the agenda included 5. Hospice Utilities. Motion by Chukuske, seconded by Martin to approve the agenda as amended. All voted in favor of the motion.

The Variance Request from Wheels Across the Prairie was reviewed. Martin stated they want to build a 48'x100' building. The problem is the set back from the other property line. The property owner close to the property line has no issues with this and eventually will sell that to the museum. Daniels did not have any issues with this. Martin stated they have let out bids and it was awarded to Dale Johnson Constructing and G&R Electric for the electrical part.

Motion by Chukuske, seconded by Fredericks to approve the variance as requested by the Wheels Across the Prairie. Peterson questioned as to what that is zoned as. Votca stated that he will have that ready for the next meeting. Daniels stated they had talked about making it an I-1. Peterson felt that would cover it the best because if it does work out to move further west. Chukuske rescinded his previous motion. Motion by Chukuske, seconded by Fredericks to approve this project with the City Council rezoning it as an I-1. All voted in favor of the motion.

Chukuske is getting a lot of feedback and the taxpayers, including him are just taxed out. He would like to see a line go all the way from Hollett to State, they are the ones that have to pay for it and without something happening in the next few years happening out there, he is leaning towards the second option and letting them get building out and tapping into State Street. This would eliminate a majority of the special assessments and the Hospice House would incur most of the cost of the project.

Votca stated when they talked with Hospice; he wanted to protect that right of way for the street because if that gets impeded at all it is going to be a mess. Votca stated they have to protect that right of way will be where they expand the City someday. Martin questioned how that is going to affect people now with assessments. Peterson said here should not be any issues of special assessments because if they go with State Street, Hospice house would incur all the costs. Chukuske stated they will put in a private drive. Votca stated that he talked with C. Larson from I+S today there could be some time of assessment or maybe some type of development agreement that Hospice would pay for that development. Hospice would end up paying for that extension or whatever goes there. Votca stated that if it was stubbed out from State to how far they need to go to make the connection. In the future if they wanted to bring water and sewer to

all those parcels of property along where 5th Street E. would go, it would run from E. Hollett all the way towards State Street.

Daniels stated they can run a line and put a hydrant on the end of it so it can be flushed or it will have to be looped. The discussion is who pays for this because it is going by Buysse's land and a couple of residents. Peterson felt the only one benefitting from the loop would be Buysse property and the Hospice House. Votca stated that special assessments may be deferred for undeveloped parcels of property until development of the property is made. Votca stated that he has talked with the Buysse's, and if he was them, that are what he would prefer.

Peterson stated the part he does not agree with is they are being told what to do by people who don't live in town and do not pay taxes in town. There are places in town they could build on immediately and it would cost them less than what this is going to cost them. He feels that as a taxpayer, they are not getting fair consideration in this deal. Votca said that is why they need to make sure that whatever the City decides to do they are paying for it. Peterson said that instead of looping it, dead end it and put a hydrant on it. Daniels stated that would be considered a new development so technically, Hospice would have to pay for that whole improvement. Peterson felt the City in the long term, if the utility run is put in there, and will not amount to much on taxes; basically until that land sells it is put under deferment. Whatever lot is purchased they get assessed per foot and the taxpayer will gain it back. It will not happen overnight to gain it back when they put a simple interest rate. Peterson felt it will not get developed without utilities and they will not get someone to come in and put utilities in the development. Peterson stated the City got burned on Sunrise Drive already because the City thought they could be developers and the City was not. If the Commission is going to do their job as planning, that is his point. Votca stated that in the long run that is what they want to go towards to increase the tax base of the City by building homes and that helps everyone's taxes.

Motion by Chukuske, seconded by Self to suggest to the City Council to go with the second option. Peterson was opposed to the motion. Motion carries.

Motion by Martin, seconded by Chukuske to adjourn the meeting. All voted in favor of the motion.

ATTEST:



City Administrator



12C

April 12, 2016

The meeting of the Tracy Aquatic Center Committee was called to order at 5:07 p.m., Tuesday, April 12, 2016 in the Council Chambers of the Municipal Building. The following committee members were present: Rhonda Fredericks, Shirley Anderson, Greg Carlson, Ann Struchen and Madonna Peterson. Also present was Michael Votca, City Administrator and Shannon Benson, 2016 Tracy Aquatic Center Manager.

Motion by Fredericks, seconded by Anderson to approve the minutes. Motion by Peterson, seconded by Fredericks to approve the agenda. All voted in favor.

Votca and Benson updated the committee with an employment and training update. There are fourteen (14) trained lifeguards hired. Two (2) more are expected to train May 13-15 and two (2) more are training on their own. Two (2) WSI have successfully completed certification. One (1) WSI will be coming back from last year and another possible. Maddy Caron is currently in college classes for water safety and is teaching a class of infants with parents. This brought up the discussion on the previously discussed Water Exploration Class and if we could offer a class for the toddler age group. This topic was addressed later in the meeting under swimming lessons offerings and dates.

After talking with Benson on the proposed hours, Votca said he would recommend that hours for Adult Swim be modified to 7:00am-8:50am. Benson said water aerobics are held from 8:00 am-8:50am. Motion by Peterson, seconded by Fredericks to accept the modification recommendation. All voted in favor.

Discussion was continued on swimming lesson offerings and dates. Votca prepared a chart for the offerings based on the number of instructors which is very similar to the offerings of the past. Struchen, Carlson and Anderson felt the stroke skills were important and having levels 4, 5 and 6 together was not a good combination. The water exploration class was further discussed. It was decided to have the water exploration class from 11:30am-noon in each session. It was agreed upon that adjustments to all classes may need to be made depending on the number of class registrants. The brochure will be updated based on Votca's chart. It was requested to make adjustments to the description to Level 1 noting it is not a one on one class and the student must be four (4) years of age. Private lessons were discussed. Private lessons are not cost effective for the Tracy Aquatic Center and because there is a shortage on the number of WSI, private lessons will not be offered in 2016. If there is a medical necessity or disability, Votca will entertain the thought of accommodating the student by researching the American Disabilities Act guidelines and availability of an instructor. It was noted each student signing up for private lessons in the past has done it because of personality and/or convenience. The number of students per instructor was also discussed. Lifeguard helpers will be used to assist the instructors with classes if needed to accommodate the number of participants. Benson felt having the guards assist would help encourage them to become WSI certified when they became of age. Benson also noted that in the past, no lifeguard has ever been on duty watching the safety of the

pool during lesson times. The committee agreed with Benson's concerns about safety and supported her plan to have the necessary safety measure put in place.

The Tracy Aquatic Center Handbook was reviewed next. Benson disagreed with the proposed changes to the rotation sections. Benson had information on hand on the necessity of a 10-minute break every hour. Benson also explained why the Tracy Aquatic Center rotation was conducted every 25 minutes. Benson further said why a guard or two need to remain on duty during breaks. She suggested opening the slides 10-minutes late after a break to accommodate the for the pool safety. If the slide opened 10 minutes late, the guards ensuring the safety of the pool could then break after the other guards came back to duty. Motion by Carlson not to accept the proposed changes to the rotation sections of the handbook, seconded by Anderson. All voted in favor.

Motion by Fredericks to adopt the proposed changes to the In-Service Section of the handbook, seconded by Struchen. All voted in favor.

The Uniform Policy was reviewed. Benson said she felt a red Tracy Aquatic T-shirt/Sweatshirt should be worn by all pool staff. In the past, staff was allowed to wear different colors. The city established providing one (1) t-shirt to all staff in the past. Benson will organize providing the red t-shirts for each staff member. If sweatshirts are desired, Benson will help staff obtain at their own cost. If only red t-shirts/sweatshirts will be allowed, the following is unnecessary verbiage in the uniform policy: No t-shirts with inappropriate writing on them. Motion by Carlson to change the uniform policy as discussed, seconded by Fredericks. All voted in favor.

It was noted verbiage was not listed in the Pool Slide Rules section as requested at the prior meeting. It was asked to add a requirement for a lifeguard to be in the water at the bottom of the slide in the rescue ready position. Motion by Anderson to add this change to the proposed section, seconded by Carlson. All voted in favor.

Motion by Carlson to accept the proposed change of not allowing lifejackets in the Flotation Device & Lifejacket Rules section, seconded by Anderson. All voted in favor.

The updates will be made as adopted for approval by city council.

A memo and a diagram of the front desk area were reviewed. Votca said the staff has come up with a solution for the concessions to be sold from the front desk. The refrigerator and picnic table would be removed from the front desk corridor to accommodate for concession product and coolers. Votca will work with Shane Daniels to prepare the new concession area. All food and drink can then be taken outside for consumption. The question was brought up about allowing personal coolers in the pool. Struchen felt coolers should not be allowed and Benson agreed.

Motion by Peterson, seconded by Anderson to adjourn the meeting at 6:35p.m. The next meeting will be held Tuesday, May 10, 2016 at 5:00 pm.

Respectfully submitted,
Madonna Peterson

May 10, 2016

The meeting of the Tracy Aquatic Center Committee was called to order at 5:02 p.m., Tuesday, May 10, 2016 in the Council Chambers of the Municipal Building. The following committee members were present: Rhonda Fredericks, Shirley Anderson, Greg Carlson and Madonna Peterson. Ann Struchen was absent. Also present was Michael Votca, City Administrator and Shannon Benson, 2016 Tracy Aquatic Center Manager.

Votca said the City Council approved the 2016 handbook.

Votca said the number of water safety instructors remains at four (4). Registration kick-off will be held next Wednesday, May 18, 2016 in the council chambers.

There were no minutes or an agenda provided in error.

The meeting discussion held was to establish water exploration class focus and skills. The objective of the water exploration is to orientate preschool-age children to the aquatic environment. The child will be one on one with an instructor. There is no pass or fail. Child must be two (2) years of age at the start of the lesson. Preference will be given to the older child preparing for the next level. All voted in favor.

Skills

- Enter/exit water
- Blow bubbles
- Submerge mouth, nose and eyes
- Open eyes under water
- Hold on to wall and kick
- Start level 1 skills if child is comfortable

Safety Focus

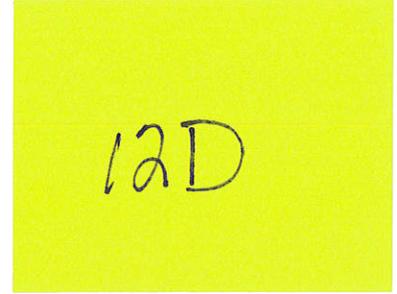
- Adjust to child's comfort level
- Basic pool safety rules
- How to call for help
- Have fun while staying safe

Votca said a facebook page has been set up for the Tracy Aquatic Center. Please find, like and share it. The facebook page will be used as a form of communication for the aquatic center.

Motion by Anderson, seconded by Fredericks to adjourn the meeting at 5:30 p.m. The next meeting will be called when necessary.

Respectfully submitted,
Madonna Peterson

Multi-purpose Center Board
April 19, 2016
Minutes



Claire Hannasch called the Meeting to order at 3:30 P.M.

Members present: Dallas Petit, Kim Kalas, Claire Hannasch, Willmar Engel, Tam Schons
Members absent: Lynda Baskerville Also present: Mike Votca, Linda Petit

A motion was made by Schons to approve the minutes from the 17 March, 2016 meeting. The motion was duly seconded by Engel. All voted in favor of the motion.

A motion was made by Schons to approve the agenda. The motion was duly seconded by Engel. All voted in favor of the motion.

The board had a discussion regarding bingo. The board was made aware that the Golden Age Club was no longer interested in hosting bingo. It was made clear to the board that a senior citizen organization can host bingo under the exemptions in Minnesota Statute 349.166. The board was of the concensus that if a senior citizen organization was formed to host bingo, that they could hold bingo games at the Multi-purpose Center.

The board discussed rental of the building space. It was determined that further research should be conducted.

The board discussed storage space usage of the MPC. The general concensus was that once the Girl Scouts move out of the basement room, LSS would move their items from upstairs down to this room. This woud open up some storage space for the MPC staff to store items.

A motion was made by Engel and seconded by Kalas to adjorn the meeting. All voted in favor.

Respectfully Submitted,

Michael Votca

Multi-purpose Center Board
May 17, 2016
Minutes

Claire Hannasch called the Meeting to order at 3:30 P.M.

Members present: Dallas Petit, Kim Kalas, Claire Hannasch, Tam Schons Members absent:
Lynda Baskerville, Willmar Engel Also present: Mike Votca, Linda Petit

A motion was made by Kalas to approve the minutes from the 19 April, 2016 meeting. The motion was duly seconded by Petit. All voted in favor of the motion.

A motion was made by Kalas to approve the agenda. The motion was duly seconded by Petit. All voted in favor of the motion.

The board was giving a short update on Bingo.

The board discussed rental of the building space. A draft version of a rental agreement was presented by Votca. The board discussed the agreement and concensus was that line 5 should be amended to state that Alcohol would not be allowed in the building and line 6 should be amended to add a \$50 damage deposit. The corrected document will be voted on at the next meeting.

Storage space was on the agenda, but no discussion was had.

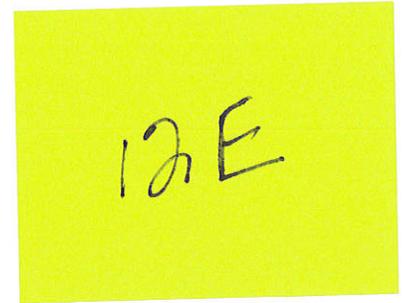
The board discussed some items related to the maintenance of the facility.

A motion was made by Schons and seconded by Kalas to adjourn the meeting. All voted in favor.

Respectfully Submitted,

Michael Votca

Tracy Economic Development Authority
May 4, 2016
Minutes



Dennis Fultz called the meeting to order at 7:00 AM.

Members Present: Dennis Fultz, Tony Peterson, Bill Chukuske, Tam Schons, Kurt Enderson, Sis Beierman

Members Absent: Sarah Willhite

Also present: Mike Votca, Tara Onken, Paul DeSmith and Jean DeSmith

A motion was made by Tony Peterson and seconded by Bill Chukuske to approve the minutes of April 20th meeting. All voted in favor of the motion.

A motion was made by Kurt Enderson and seconded by Tam Schons to talk about the Townhomes at the beginning of the meeting instead of the end, and to approve the agenda as presented. All voted in favor of the motion.

Chukuske began the discussion regarding the townhomes – in particular, 410 Orchard Lane. Chukuske gave an overview to the board on the situation. The main issue is regarding the storm door at the unit. Paul and Jean DeSmith were present at the meeting to voice their concerns. In a previous meeting with the DeSmiths and Chukuske, Bill told DeSmiths that the EDA was not going to replace it as he said the damage was caused by one of the boys as he personally saw him abusing the door. Chukuske shared with the DeSmiths and the EDA Board that in the lease, it is clear that any expense or damages intentionally or irresponsibly caused by tenant will not be remedied, so he took that stance on the issue. Chukuske said he then adjusted the door and did some repairs as best he could and spoke with the Team Lead at HSI about the issue.

Paul and Jean are upset with the accusation by Mr. Chukuske of how the door was damaged, and that the door is not being replaced, stating the door damage was from the wind and they also pointed out that the door on their son's unit is used much more frequently than the neighboring units that house elderly tenants. Chukuske provided a list of repairs that had been done to the property since May 2013 – this included some routine maintenance records, and some records of when the door was worked on. Chukuske and DeSmith did not seem to fully agree with the recollection of exactly what work was completed, and when. Chukuske assured Mr. DeSmith that when problems arise in the future, he will contact Mr. DeSmith instead of HSI to keep lines of communication open. After lengthy discussion, a motion was made by Kurt Enderson and seconded by Tony Peterson to replace the door with ½ of the expense being paid by the EDA and ½ of the expense being paid by Mr. and Mrs. DeSmith – and the DeSmiths can select any door of their choosing. The door being purchased will be of higher quality than the one previously at the townhome unit. Chukuske abstained from the vote, and all other members voted in favor of the motion.

Mr. DeSmith also voiced his concerns that an unlicensed person cannot provide electrical work in any townhome units pursuant to state code. He also would like the property manager to take a look at the flooring underneath the refrigerator in his son's unit, as new flooring was replaced in April 2014, but when the installer moved the refrigerator back, it ended up tearing the linoleum. DeSmith wanted to bring this up because he did not want funds to be held back from the security deposit if/when tenant moves out of the unit. Chukuske was going to call the flooring person who installed it to remedy the issue, as he was not aware there was a tear in the flooring.

Chukuske shared with the board that the tenant in 401 5th Street has now moved out, and tenants in 420 Orchard Lane have given their notice. Chukuske will be contacting parties on the Orchard Lane waiting list and believes that unit will not be vacant for long.

Also regarding the townhomes, an offer came forward from Roger Lorenzo – a 30-year contract for deed, \$100 earnest money and a purchase price of \$360,000. The EDA discussed and they are not interested in a Contract for Deed for this property so they have decided to reject Mr. Lorenzo's offer.

Results from the BR&E Surveys will be presented to the EDA Board on May 18th. The EDA Board discussed and set the date for a task force retreat which will be held on Wednesday, June 1st from 8:00-12:00. *This will be open to the public – local business owners and interested parties are encouraged to attend.* Input from all parties is critical.

Onken shared that Contractor of Choice building has now been listed for sale at the price of \$124,900. Onken updated the board that our attorney, and Mr. Ellingson's attorney are working together to see if an agreement can be made regarding the lots that were paid for, but never transferred. The board said to proceed with transferring the title to Ellingson, as that is what should have happened to begin with. The EDA still has right of first refusal on the property.

Peterson and Chukuske provided an update to the board regarding the Hospice House potential in Tracy. They shared that the Planning and Zoning Commission will be making a recommendation to the City Council to extend the infrastructure from State Street to the north, to accommodate Hospice, and Hospice will absorb the cost of said project.

O'Brien Court Management Agreement was discussed. Onken will highlight some of the high points and send out to all board members. Board members will then look and have agreed to provide their comments at the next meeting. Once all comments are received, Onken will then pass it along to the City Attorney to have them take a look at the suggestions and the current agreement to see where there is room for improvement or clarification – one item that needs to be clarified is what exactly defines "capital improvement."

Board members were given examples of lending practices/policies from Jackson, and Slayton (who modeled theirs based upon Luverne) and they are going to take it home and come back

Tracy Economic Development Authority
May 18, 2016
Minutes

Dennis Fultz called the meeting to order at 7:00 AM.

Members Present: Dennis Fultz, Tony Peterson, Bill Chukuske, Tam Schons, Kurt Enderson, Sis Beierman, Sarah Willhite

Members Absent: None

Also present: Mike Votca, Tara Onken, Seth Schmidt

A motion was made by Tony Petersen and seconded by Sis Beierman to approve the minutes of April 20th meeting. All voted in favor of the motion.

A motion was made by Bill Chukuske and seconded by Tony Petersen to approve the agenda as presented. All voted in favor of the motion.

Chukuske asked a question regarding the Red Rooster site and who is responsible for mowing it. He mentioned, and other board members agreed, that the site is an eye sore along the highway. Board members asked Votca to see to it that they get a notice.

Once again, the O'Brien Court Management Agreement was discussed. A motion was made by Kurt Enderson for Mike, Bill and Tony to set up an informal meeting with Stacy Barstad/Sanford to see what their plans are. Chukuske seconded the motion. All voted in favor of the motion.

Votca gave an update on the wastewater treatment plans – RD sent responses back last Wednesday and are looking at finalizing the plans. He did not know the projected date that bids will go out.

Onken shared with the board that the listing contract with Murrayland Agency to sell the townhomes is up for renewal. The only changes that had been made to the agreement is to sell the building as all 4 units instead of each unit individually. A motion was made by Tony Petersen and seconded by Bill Chukuske to execute the extension. All voted in favor of the motion.

Chukuske brought it to the board's attention that at the February 20th, 2015 meeting, a motion was made to standardize all rents for the 5th Street and Eastview apartments. Due to the transition from Mr. Gervais leaving, this fell through the cracks and the rent raises never occurred. Onken will prepare a letter for Dennis Fultz to sign and will get sent to 2 townhome tenants, effective July 1st that their rent will be raised from \$625 to \$650.

A motion was made by Bill Chukuske and seconded by Kurt Enderson to adjourn the meeting. All members voted in favor of the motion.

Meeting was adjourned at 7:40 AM.

Respectfully Submitted,

Tara Onken



15A

CONNECTING & INNOVATING
SINCE 1913

June 15, 2016

Dear Mayors and Administrators,

Greetings! We hope that you are doing well and that your city and community are positioned for great success this summer.

Pursuant to the League Constitution, we are writing to let you know that the League Board of Directors voted at its May meeting to set a maximum member dues schedule increase of 3 percent for the League's 2017 fiscal year that runs from September 1, 2016 through August 31, 2017. Similar to how your city sets its preliminary levy increase, the final dues schedule can decrease but can't be higher than the maximum that is set. The actual amount of the increase will be determined by the Board when it meets on August 18 to approve the FY 2017 budget.

The increase in dues will help to make sure we can continue to deliver high quality, essential services you rely on to effectively govern and manage your city, and also to plan for and respond to your city's changing needs. Your dues dollars help to pay for:

- Our research and human resources staff who answer 5,000+ member questions a year on dozens of topics;
- Our lobbying team that represents members on scores of policy issues affecting cities at the state Capitol;
- Our training and conference specialists who design and deliver countless educational sessions at conferences, webinars, and workshops;
- Our legal, communications, and technology personnel who continuously assist members with customized consultation; and
- Our administration and finance officials who ensure we operate efficiently and manage our resources in a cost-effective manner.

Our commitment to you is to provide premier service and be recognized as the trusted, authoritative, and unified voice on issues affecting all cities. We take very seriously our responsibility to carefully manage member assets, and we thank you for your continued support of our work.

If you have any questions or comments about how we can better serve your needs, please feel free to call or email Dave Unmacht at (651) 281-1205 or dunmacht@lmc.org. You are also more than welcome to stop by for a cup of coffee or a conversation when you are in St. Paul.

Steve Nasby
League of Minnesota Cities President,
City Administrator, City of Windom

David J. Unmacht
Executive Director,
League of Minnesota Cities