

## **AGENDA**

1. **CALL TO ORDER** of regular meeting of the Tracy City Council at 6:30 p.m., Monday, May 9, 2016
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **APPROVAL OF THE MINUTES** for April 11, 2016
5. **APPROVAL OF THE AGENDA**
6. **PUBLIC COMMENT**
7. **PUBLIC HEARING**
8. **REPORTS**
  - A. AUDIT REPORT – TOM OLINGER, AEM
9. **PETITIONS, REQUESTS, COMMUNICATIONS**
  - A. ROAD CLOSURE REQUEST – MIKE MCDONALD
  - B. FIRE DEPARTMENT EXPANSION – DALE JOHNSON III
  - C. PROPERTY TAX ABATEMENT – TRACY EDA
  - D. WHEELS ACROSS THE PRAIRIE MUSEUM DONATION
10. **LEGAL ISSUES**
  - A. ASSESSOR SERVICES AGREEMENT
  - B. VARIANCE FOR WHEELS ACROSS THE PRAIRIE MUSEUM
  - C. ZONING OF WHEELS ACROSS THE PRAIRIE MUSEUM
  - D. SOLAR GARDEN SUBSCRIPTION AGREEMENT
11. **RESOLUTIONS**
  - A. RESOLUTION NO 2016-12 A RESOLUTION TRANSFERING 2013 AIRPORT ENTILEMENTS
12. **CONSENT CALENDAR**
  - A. MUNICIPAL ACCOUNTS PAYABLE
  - B. MUNICIPAL ACCOUNTS RECEIVABLE
  - C. EDA BOARD MINUTES – 16 MARCH, 6 APRIL, 20 APRIL
  - D. PLANNING COMMISSION MINUTES – 4 APRIL
  - E. FIRE RELIEF ASSOCIATION MINUTES – 4 APRIL
  - F. AQUATIC CENTER COMMITTEE MINUTES – 8 MARCH
  - G. MULTI-PURPOSE CENTER MINUTES – 17 MARCH
  - H. LIBRARY BOARD MINUTES – 3 MARCH
13. **UNFINISHED BUSINESS**
  - A. HOSPICE HOUSE UTILITIES

B. SPECIFICATIONS FOR TV BROADCAST EQUIPMENT

**14. NEW BUSINESS**

A. AQUATIC CENTER HANDBOOK

**15. MAYOR AND COUNCIL COMMUNICATIONS**

A. LETTER FROM COUNTY ASSESSOR REGARDING LBAE

**April 11, 2016**

The regular meeting of the Tracy City Council was called to order at 6:30 p.m., Monday, April 11, 2016 in the Council Chambers of the Municipal Building. The following Council members were present: Mayor Ferrazzano, D. Johnson, K. Enderson and T. Schons. Also present was M. Votca, City Administrator. P. Cooreman was present by Skype as she is in Florida.

Pledge of Allegiance was given to the flag.

Invocation was given by Pastor Edsel Miller.

Motion by Schons, seconded by Johnson to approve the minutes for March 28, 2016. All voted in favor of the motion.

An addition to the agenda included 9-F Mike McDonald requests for street closures. Motion by Schons, seconded by Enderson to approve the agenda as amended. All voted in favor of the motion.

There were no public comments.

The Chamber is preparing for the Women's Expo that will be held on April 16, 2016 in the VMC. The Chamber is requesting the assistance of the City of Tracy for this event by granting permission for the Chamber to use the VMC Gym from 8 a.m. on Friday until Saturday, April 16 at 6:00 p.m. and rental fee to be waived as this event benefits the businesses and Tracy Community. It is great advertising for those visiting our Community. Motion by Schons to approve the requests from the Tracy Area Chamber for the Prairie Women's Expo, seconded by Enderson. All voted in favor of the motion.

The Tracy Area Chamber is also requesting the use of the VMC from 8 p.m. on Friday, April 29 until May 1 at 6 p.m. They are requesting to have the fee waived and would like to close Morgan Street from 3<sup>rd</sup> St. to 4<sup>th</sup> St. on Friday starting at 4:30 p.m. until May 1, at 6:00 p.m. for the Sportsmen Show. Motion by Schons, seconded by Johnson to grant the requests from the Tracy Area Chamber for the Sportsmen Show. All voted in favor of the motion.

Mayor Ferrazzano said there is one EDA Board Application from Bill Chukuske. Motion by Cooreman, seconded by Johnson to appoint Bill Chukuske to the EDA Board. All voted in favor of the motion.

Mayor Ferrazzano stated they have an application from Chelsea Self for the Planning Commission. Motion by Enderson, seconded by Johnson to appoint Chelsea Self to the Planning Commission. All voted in favor of the motion.

Votca stated that when a seat comes open, he notifies the person who is currently sitting on that seat to let them know that their seat is open and the position is advertised. For the HRA position the letter did not go out and was not really advertised. He stated he made a mistake on that appointment. HRA is the Housing Redevelopment Authority. Shorty Engel is the person whose seat was opening and he is the President of that board. Schons feels the person who is in the position should have first. Mayor Ferrazzano stated that one of the things is the Council has appointed and agrees that Engel should go back on there. Maybe they should increase the board by one member and that way the person appointed can still be on the board as they showed an interest in it and Engel can stay on also. Votca stated he will check on the statutory rules with the HRA he will check. Motion by Schons, seconded by Cooreman to appoint Short Engel to the HRA Board. All voted in favor of the motion.

Mike McDonald presented a request to close 3rd street on May 21, 2016 from 12:00 p.m. until 6:00 p.m. for Make a Wish for Lily and then August 20 to close 3<sup>rd</sup> St. for the Wounded Warrior Project from 12:00 p.m. until 2:00 a.m. Motion by Enderson, seconded by Johnson to approve the requests by Mike McDonald for the street closures. All voted in favor of the motion.

Votca stated there are three (3) roofs that need to be repaired. One is the fire hall, VMC and Liquor Store. He has prepared four(4) requests for proposals; one for each of those three roofs and then a combined one for all those together. The bids would go through May 6, 2016 until 4:30 p.m. and then they would have until May 23 to award depending on what proposals they receive. They would then have through the summer to do those projects with a deadline of September 23, 2016. Motion by Schons, seconded by Enderson to agree to follow Votca's recommendation for the Roofing Project Specifications. All voted in favor of the motion.

The Consent Calendar includes: Planning/Zoning Commission Minutes for 7 March 2016, Tracy Fire Relief Association Minutes for 7 March 2016, Tracy EDA Minutes for 16 March and the Municipal Accounts Payable. Motion by Schons, seconded by Enderson to approve the Consent Calendar. All voted in favor of the motion.

Votca stated he has a bid that was received in July 2015 from AVI Systems and wanted to review this to make sure this is what we want before we get it re-proposed by AVI. Basically the first bid for \$19,871 provides some boxes that allow recording of the Council meetings, store them on a server system for playback over the internet and broadcast channel as well. On the guide it shows what the program is, so when residents are going through the channel guide they will see that the Council Meeting is going to be on 5 pm. on Saturday for an hour or so. You can then put the church service from 6 pm – 8 pm. It also has stuff that supports that. Votca stated that it does not integrate with our sound system the City has now and it does not include the camera. He has been trying to get Marco to give an idea on a similar kind of thing that does play back, etc. but have not been able to produce it yet. Votca asked for the Council's opinion of other things that should be part of the system so when he talks with these companies they are the right kind of ideas. Schons asked if there were others that could they could get bids instead of taking one company's bid. Votca stated they could spec it out like we normally do since it is going to be pretty expensive and we could try to specify what the City is looking for and see what we can get them to bid for us. Marco has given us a quote on a rolling TD type stand system that you can plug a computer into. Mayor Ferrazzano stated they had discussed the rolling TV and knows it was not inexpensive. He stated there have been enough issues with the technology they presently have. For the amounts they are talking about, it would be wise to do everything in one shot instead of piece meal. His view is with both of these options, he feels they need both of the options and we need a monitor. Votca stated the reason he likes the rolling is that at different times, different presenters need it in different places. Mayor Ferrazzano also felt that they would need the rolling. The big thing is the cameras, monitors and the recording equipment this would give the ability to view these Council meetings on line and would be helpful for a lot of people. Mayor Ferrazzano authorized Votca to follow up with AVI and report back at the next meeting. Votca stated there are only a couple companies that make the actual stuff that can play over a cable broadcast channel. Schons stated that someone said that Marshall has a wonderful system and was wondering if we could call them and see what they have.

The EDA Board wanted us to bring up the tax abatement and that is not on the agenda. Votca stated he did not hear about it until later in the day on Thursday after I had prepared everything and we are checking into things and T. Onken sent a note today of what is legal and what is not legal. He has the agreement they did with the fitness center and he gave that to Onken so she could look through it and see how we had done it in the past. The concept is over five (5) they do a decreasing amount starting at 20%. They are looking at a tax abatement incentive for a private person to purchase the townhomes that the EDA owns so we can get those into private hands as a taxpayer. The 5<sup>th</sup> Street apartments are the ones for sale at this time. The tax abatement would be a way to entice a buyer. They would try to keep it as a unit but if there are two parties that want to split it rather than trying to sell eight(8) different units. Votca said there is one (1) open on 3<sup>rd</sup> Street E. and once vacant on 5<sup>th</sup> Street. They can do this the next meeting. Votca stated the next scheduled meeting is the Board of Equalization. Mayor Ferrazzano stated they will not have a regular scheduled meeting this month, but will have the Board of Equalization on April 25 at 7:00 pm.

Enderson stated that he had someone contact him about the garage sale signs they have posted on poles around town and never pick them up. Schons said that if they see this happening they can take them down once the signs have been expired.

Schons stated that she has had a couple parties comes about the trash at Homera Fields. The City was notified there was a game being held there and the garbage cans were never taken care of and by the time the team got out there, it was all over the fields and the team evidentially picked it up but the cans were overflowing. This does not represent Tracy very well when it looks like that out there. Daniels stated they were not notified there was a game out there. It was cleaned up last Thursday because they did not have a dumpster until. Daniels stated this is the second time the school has brought a couch out there and this is the second time the public works has had to get rid of it. The school is not real good about helping the Public Works keep our facilities clean.

Schons also had someone talk to her about weed control in the downtown area and if it can be done in the spring and fall instead of waiting for Box Car Days.

Schons also people get fix-up letters and how come the places like the old bakery and the old Enderson building has unsafe stairs and they have not be taken care of. Daniels stated the Bank owns the Enderson building. Mayor Ferrazzano questioned that they notify the owner of the building about the stairs and if they do not respond within the deadline. Daniels stated that if they do not meet the deadline, it then goes to court.

Mayor Ferrazzano stated that he talked with the Fire Chief today and they are taking the trucks out of the Fire Hall for a week as they have to do the floor of the garage and the trucks will be over to Fire Chief Johnson's shop so they are locked up.

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

ATTEST:

---

City Administrator

---

Mayor

To: City Council

From: Mike Votca

Date: 05/09/16

Re: Road Closure Request

---



Honorable Mayor and Council Members,

At our City Council Meeting on 11 April, Mike McDonald request to close 3rd street on May 21, 2016 from 12:00 p.m. until 6:00 p.m. for Make a Wish for Lily. He contacted me two weeks ago and asked that a request be made to have 4 June, 2016 as a rain date for the event.

A handwritten signature in black ink, appearing to read "M. Votca", located below the main text.

Michael J. Votca  
City Administrator

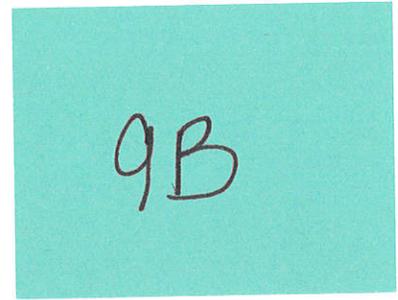
To: City Council

From: Mike Votca

Date: 05/09/16

Re: Increase Number of Firefighters

---

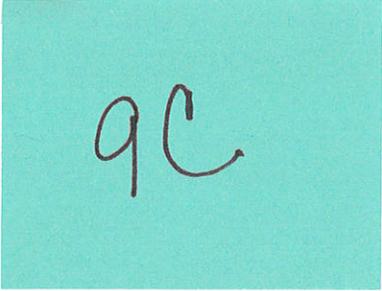


Honorable Mayor and Council Members,

During the 9 May, 2016 meeting, Fire Chief Dale Johnson III will be making a request for an increase to the number of firefighters from 26 to 28. This request arose from a discussion started at the Fire Relief Association meeting on 4 April. The impact on the budget and retirement fund requirements is minimal. I am in support of this increase.

Handwritten signature of Michael J. Votca in black ink.

Michael J. Votca  
City Administrator



QC

### **Notice of Public Hearing**

Notice is hereby given that the city council of Tracy will hold a public hearing regarding a proposed tax abatement. The real property subject to the abatement is comprised of four townhome units located at 450 5<sup>th</sup> Street, 458 5<sup>th</sup> Street, 466 5<sup>th</sup> Street, and 472 5<sup>th</sup> Street, in the City of Tracy, County of Lyon, State of Minnesota. The estimated amount of the abatement at this time is approximately \$16,000.

The hearing will be held in the council chambers of the city hall at 6:45 p.m. on Monday, May 23, 2016.

A full version of the Resolution can be viewed at the Municipal Building upon request during working hours.

The purpose of this public meeting is to allow for public input as to the proposed abatement on the part of local citizens and any other interested parties, governmental agencies, or groups. All persons interested are invited to appear and express their views.

Michael Votca  
City Clerk

Published in the Tracy Headlight Herald on May 11<sup>th</sup>, 2016.

**CITY OF TRACY, MINNESOTA**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION GRANTING A PROPERTY TAX ABATEMENT  
FOR CERTAIN PROPERTY IN THE CITY OF TRACY**

BE IT RESOLVED by the City Council (the “City Council”) of the City of Tracy, Minnesota (the “City”) as follows:

Section 1. Recitals.

1.01. The City has determined a need to grant a property tax abatement (the “Abatement”) pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815 (the “Abatement Act”) to property located within the City of Tracy as described in Exhibit A attached hereto (the “Property”) to attract a private buyer of the Property, which is currently owned by the City of Tracy Economic Development Authority (the “EDA”).

1.02. The Abatement provided to the Property by the City will help attract a private buyer of the property, will increase the tax base, and will encourage capital improvements to the Property.

1.03. This City Council has reviewed the information concerning the Tax Abatement referenced herein and the benefits and incentives proposed thereof.

1.04. On the date hereof, the City Council conducted a duly noticed public hearing pursuant to Minnesota Statutes, Section 469.1813, subd. 5 on the Abatement proposed to be granted by the City and the reasons thereof. The views of all interested persons were heard and considered at the public hearing.

1.05. Pursuant to Minnesota Statutes, Section 469.1813, subd. 4, the Property is not located in a tax increment financing district.

1.06. The City intends to grant an Abatement of the City’s share of real estate taxes for the Property pursuant to the terms set forth in this Resolution.

Section 2. Findings.

2.01. The recitals set forth above are incorporated into this Resolution.

2.02. It is hereby found and determined that the benefits to the City from the Abatement will be at least equal to the costs to the City of the Abatement, because (a) the City believes that purchase and improvement of the Property by a private buyer is not reasonably likely to occur absent the Abatement, (b) the Abatement will facilitate private ownership of and capital improvements to the Property, (c) increase the tax base of the City, and (d) the long-term taxes

collected from the Property after termination of the Abatement will exceed the amount of the Abatement returned to the private buyer.

2.03. It is hereby found and determined that the Abatement is in the public interest because such action will increase the City's tax base and help redevelop or renew blighted areas.

### Section 3. Actions Ratified; Abatement Approved

3.01. The City Council hereby ratifies all actions of the City's staff and consultants in arranging for approval of this Resolution in accordance with the Abatement Act.

3.02. Subject to the provisions of the Abatement Act, the Abatement is hereby approved and adopted subject to the following terms and conditions:

(a) The City does, hereby grant an Abatement of the City's share of real estate taxes upon the Property for a period of five years commencing upon purchase of the Property by a private buyer upon the following terms:

- (i) Year One: 100% of the taxes abated
- (ii) Year Two: 80% of the taxes abated
- (iii) Year Three: 60% of the taxes abated
- (iv) Year Four: 40% of the taxes abated
- (v) Year Five: 20% of the taxes abated

(b) The Abatement will be paid by the City to the private buyer on the dates and in accordance with all the terms and conditions of any purchase agreement for the Property.

(c) In accordance with Section 469.1813, subdivision 8 of the Abatement Act, in no year shall the Abatement, together with all other abatements approved by the City under the Abatement Act and paid in that year exceed the greater of 10% of the net tax capacity of the City for that year or \$200,000 (the "Abatement Cap"). The City may grant other abatements permitted under the Abatement Act after the date of this Resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the Abatement granted pursuant to this Resolution.

(d) The Abatement will have a maximum term of five years and shall be collected commencing with the year the Property is purchased by a private buyer.

(e) In no event shall the total payments of the Abatement to the private buyer exceed the estimated amount of the Abatement at the time of the sale of the property plus \$1,000.00 (for example, if the estimated Abatement at the time of the sale is \$16,000, total payments of the Abatement to the private buyer would not exceed \$17,000. In no event shall the Abatement continue to be paid for more than five years.

(f) The Abatement is subject to modification in accordance with the Abatement Act, subject to the terms of any purchase agreement for the Property.

(g) In accordance with Section 469.1815 of the Abatement Act, the City will add to its levy in each year during the term of the Abatement the total estimated amount of current year Abatement granted under this Resolution.

(h) The City makes no warranties or representations regarding the amount or availability of the Abatement.

(i) The Abatement shall be provided to the private buyer pursuant to the terms and conditions of a purchase agreement for the Property, as approved by the City Council.

Section 4. Restrictions on Abatement. The Abatement granted pursuant to this Resolution shall not commence until the following conditions are satisfied:

(a) The City and private buyer mutually agree on the terms and conditions of a purchase agreement for the Property.

(b) If the County approves an abatement for the Property, the City, the private buyer, and the County mutually agree on the terms and conditions of a purchase agreement for the Property.

(c) The private buyer purchases and acquires title to the Property.

Section 5. County Participation. The Mayor and City Administrator are authorized to work with the County if it chooses to abate a portion of their portion of the property taxes for the benefit of the private buyer, including but not limited to drafting the purchase agreement and administering the payment of the County's abatement dollars.

Section 6. Effective Date. This Resolution is effective upon execution in full of the purchase agreement for the Property.

Approved by the City Council of the City of Tracy, Minnesota this 9th day of May, 2016.

ATTEST:

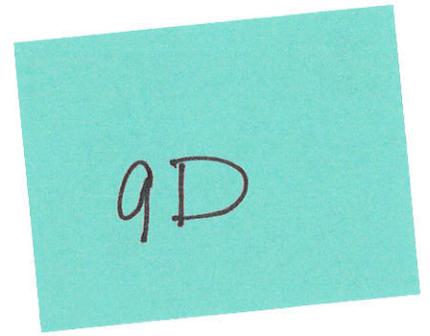
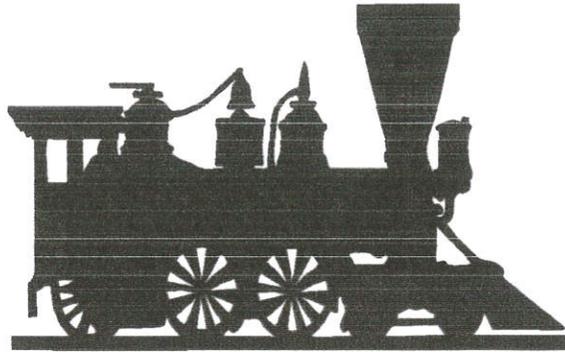
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## **EXHIBIT A TO ABATEMENT RESOLUTION PROPERTY**

The real property subject to the Abatement is comprised of four townhome units located at 450 5<sup>th</sup> Street, 458 5<sup>th</sup> Street, 466 5<sup>th</sup> Street, and 472 5<sup>th</sup> Street, in the City of Tracy, County of Lyon, State of Minnesota with the following legal description:

Lots Fifteen (15) and Sixteen (16) in Block Twelve (12) of the Second Railway Addition to the City of Tracy, Lyon County, Minnesota, according to the recorded plat thereof.



Wheels Across the Prairie Museum  
3297 US Hwy 14  
PO Box 1091  
Tracy, MN 56175

April 13, 2016

City of Tracy,

This is the official request for the yearly contribution of \$2000.00 to the Wheels Across the Prairie Museum. We greatly appreciate all the support that you show us each year.

We respectfully request these funds be released at this time.

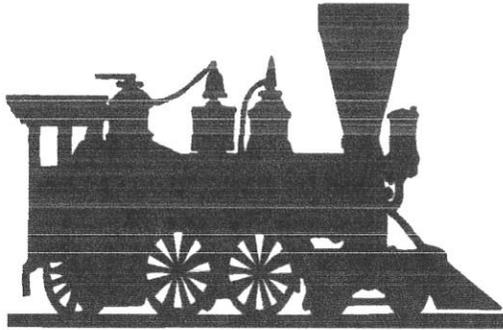
Thank you,

*Shauna Davis, Secretary*

Wheels Across the Prairie Museum Board

I hereby certify that the attached invoice or bill is true and correct and that the material or services itemized were ordered and received.

Sign: \_\_\_\_\_



Wheels Across the Prairie Museum  
3297 US Hwy 14  
PO Box 1091  
Tracy, MN 56175

April 13, 2016

City of Tracy,

Electricity for Welcome to Tracy sign-west end.

1 calendar year \$646.97

Due upon receipt.

Thank you,

*Shauna Davis, Secretary*  
Wheels Across the Prairie Museum Board

I hereby certify that the attached  
invoice or bill is true and correct and  
that the material or services itemized  
were ordered and received.

Sign: \_\_\_\_\_

10A

## AGREEMENT FOR ASSESSOR SERVICES

**THIS AGREEMENT** is made and entered into by and between Lyon County, 607 W Main St., Marshall, Minnesota 56258, hereinafter referred to as "COUNTY"; and the city of Tracy, located within Lyon County, 336 Morgan Street, Tracy, Minnesota 56175, hereinafter referred to as "CITY".

### Recitals

- A.** There are presently within the CITY one thousand, one hundred, nineteen (1119) taxable parcels to be locally assessed for purposes of ad valorem property taxes.
- B.** The CITY does not have a qualified, licensed assessor to perform ad valorem property assessments.
- C.** The parties have agreed that the COUNTY shall provide ad valorem assessment services for the CITY and desire to reduce their agreement to writing.

### Agreement

**FOR VALUABLE CONSIDERATION, IT IS HEREBY AGREED** by and between the COUNTY and the CITY as follows:

- 1. Term.** The term of this Agreement commences on July 1, 2016, the date of the signatures of the parties notwithstanding, and continues until 11:59 p.m. on June 30, 2019, unless earlier terminated as provided herein.
- 2. Termination.** This Agreement may be cancelled with or without cause by either party upon six (6) months, written notice.
- 3. Assessor's Services.**
  - 3.1.** COUNTY shall provide property tax assessment services by or under the supervision of its County Assessor ("Assessor"), for all real property and taxable personal property within the CITY in accordance with the Minnesota Department of Revenue requirements and applicable statutes.
  - 3.2.** The Assessor shall appraise and assess a minimum of twenty percent (20%) of the taxable parcels within the CITY each year, so that all such taxable parcels shall be so appraised during a five (5) year period.
  - 3.3.** The Assessor shall attend and represent the CITY at all Board of Appeals and Equalization meetings of the CITY.
  - 3.4.** The COUNTY shall provide all labor, transportation, licensing, and materials needed to fully perform services pursuant to this contract.
- 4. Consideration from CITY.**
  - 4.1.** In consideration of the services to be performed hereunder, the CITY shall pay to the COUNTY the following:
    - (a)** For services to be performed between July 1, 2016 and June 30, 2017, the sum of \$13,428.00.
    - (b)** For services to be performed during each 12-month period thereafter during the term of this agreement, the sum of \$13,428.00, plus an additional \$12.00 for each taxable parcel in excess of one thousand, one hundred, nineteen (1119).

(c) In addition to the fee set forth above, the CITY shall also pay \$12.00 for each exempt parcel assessed.

4.2. The COUNTY shall submit annually to the CITY a written claim for services rendered and completed pursuant to this agreement during that appraisal period; and the CITY shall remit payment therefore to COUNTY within 30 days of receipt of the claim.

5. **Independent Contractor Status.** The relationship of the COUNTY to the CITY is that of an independent contractor.

5.1. The Assessor is solely an employee of the COUNTY and shall not be considered to be an employee of the CITY under any circumstances arising from this agreement.

5.2. No tenure, rights, or benefits shall accrue to the Assessor from the CITY by reason of this agreement.

5.3. The COUNTY shall provide all benefits to and shall make all payroll deductions for Assessor, as required by law.

6. **Indemnification and Insurance.** The COUNTY and CITY agree to the following terms and conditions.

6.1. The COUNTY: (1) shall maintain, at its expense, public liability insurance against claims arising from acts and omissions of services to be performed pursuant to this agreement, subject to the provisions of Minn. Stat. Ch. 466; (2) does not waive any limitations allowable by law, and; (3) shall protect, defend, and hold harmless the CITY from and against all claims, demands, suits, actions or other proceedings brought by any person or entity arising or allegedly arising from the actions or inactions of the COUNTY, its Assessor, and other persons acting on its behalf or under its direction or control in connection with the services of this Agreement.

6.2. Liability of the County shall be governed by the provisions of the Municipal Tort Claims Act, Minn. Stat. Sec. 3.732 and the Tort Liability, Political Subdivisions, Minn. Stat. Ch. 466 and other applicable laws governing liability of political subdivisions of the State of Minnesota. The COUNTY specifically does not waive any limitations of Chapter 466.

6.3. The CITY shall protect, defend, and hold harmless the COUNTY, from and against all claims, demands, suits, actions and other proceedings brought by any person or entity arising or allegedly arising from the actions or inactions the CITY, and other persons acting on its behalf or under its direction or control as a result of this Agreement.

7. **Data Practices.** All data collected, created, received, maintained, or disseminated for any purposes by the activities of the COUNTY, its Assessor, or the CITY by reason of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, Minnesota Rules implementing such Act now in force or as adopted, as well as federal regulations on data privacy. All parties shall comply with applicable law regarding all data practices.

8. **Records - Availability and Retention.**

8.1. The COUNTY shall own and retain all papers, documents, reports, sales ratio studies, data, and records of any kind ("Records") produced pursuant to this Agreement. The CITY does not have any proprietary interest in the Records produced pursuant to this Agreement.

8.2. The COUNTY shall maintain the Records for a period of at least six (6) years from the date of termination of this agreement.

8.3. Pursuant to Minn. Stat. § 16C.05, Subd. 5, the COUNTY, State Auditor, or any of their duly authorized representatives shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, and records that are pertinent to the accounting practices and procedures of the CITY and involve transactions relating to this Agreement.

9. **Merger and Modification.**

9.1. This instrument contains the entire agreement between the parties and supersedes all oral agreements and negotiations relating to assessment services to be provided by the COUNTY to the CITY.

9.2. Any alterations, variations, modifications, amendments or waivers of provisions of this agreement shall be valid only if memorialized in writing and signed by the parties hereto.

10. **Nondiscrimination.** In the performance of this agreement, the COUNTY represents and warrants that the COUNTY and its Assessor, or assignees, shall not exclude or discriminate against any person on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin.

Dated: \_\_\_\_\_, 2016

**CITY OF TRACY**

By: \_\_\_\_\_  
Stephen Ferrezzano, Mayor  
Tracy, Minnesota

Attest: \_\_\_\_\_  
Michael Votca  
Tracy City Administrator

Dated: \_\_\_\_\_, 2016

**LYON COUNTY**

By: \_\_\_\_\_  
Charlie Sanow, Chairman  
Lyon County Board of Commissioners

Attest: \_\_\_\_\_  
Loren Stomberg  
Lyon County Administrator

Dated: \_\_\_\_\_, 2016

Approved as to form and execution:

\_\_\_\_\_  
Lyon County Attorney

DATE: 3-17-2016

NAME: Wheels Across the Prairie  
Museum

ADDRESS: PO Box 1091  
Tracy, MN

Fees:	
Variance	\$35.00
Special Use	\$60.00
Non-Conforming	\$60.00

10B

Amount & Date Paid \$ \_\_\_\_\_

**INFORMATION REQUIRED FOR THE GRANTING OF A VARIANCE, SPECIAL USE OR NON-CONFORMING PERMIT.**

1. List any special circumstances or conditions affecting the land, building or use referred to in the application.

Wheels Across the Prairie Museum is planning to build a  
48' X 108' building to house displays, craft work area and  
displays with that structure coming close to our neighbor  
by approximately 5' ft

2. Explain how the granting of this permit is necessary for the preservation and enjoyment of your substantial property rights.

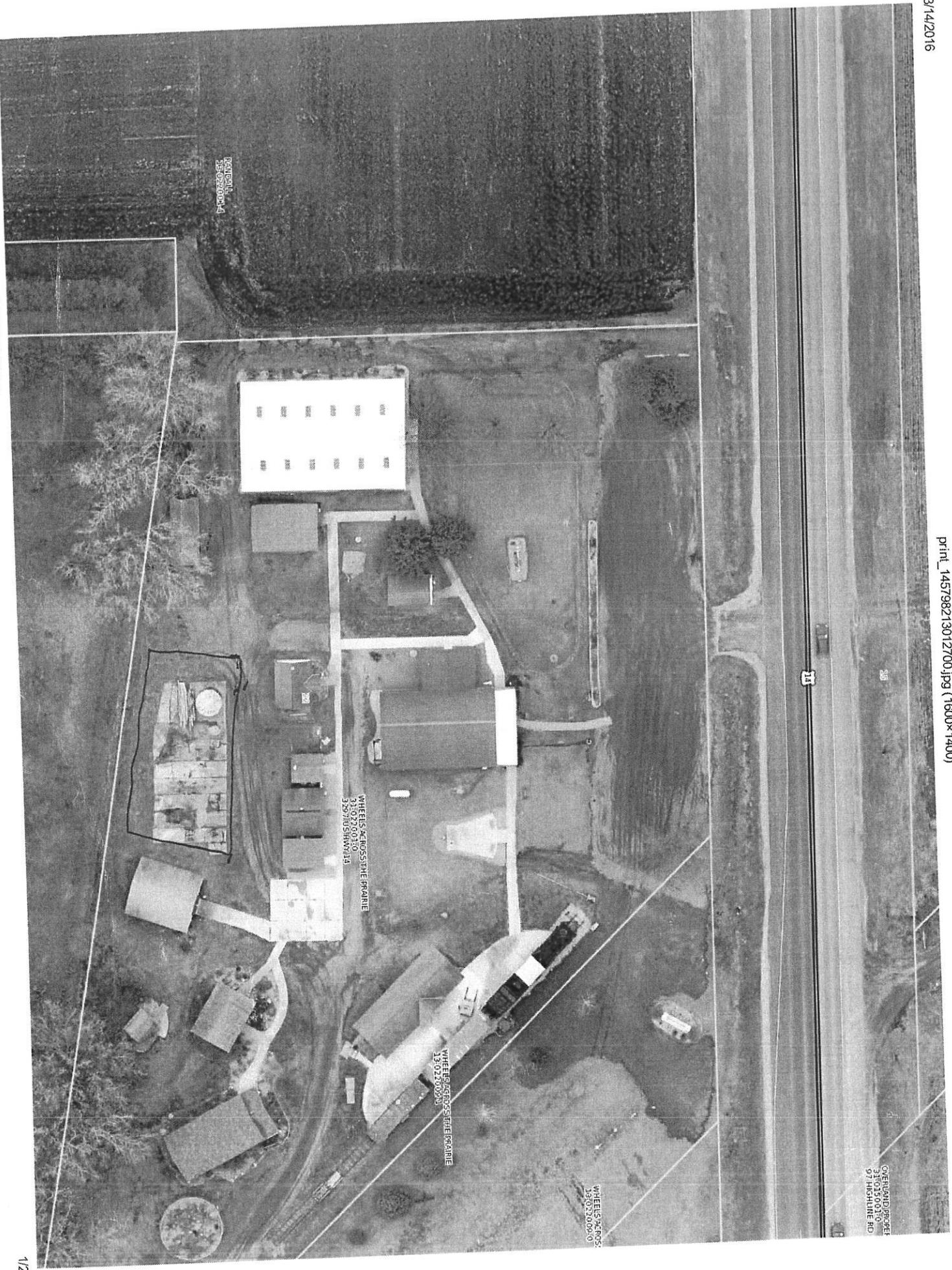
Granting this permit would allow the building to be built  
thus expanding Wheels Across the Prairie Museum  
enhancing the preservation of the history of Tracy

3. Explain how the granting of this permit will not materially affect adversely the health or safety of persons residing or working in the neighborhood of your property and that it will not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.

This building presents no health or safety issues to any  
persons residing or working in the neighborhood or  
neighboring property and would enhance the value  
of both properties

**NOTE: A sketch of your proposed construction is required before your permit will be considered.**





OVERLAND PARK  
0030010  
97 HOSHURNE RD

WHEELS ACROSS  
1385300910

WHEELS ACROSS THE PRAIRIE  
1310210090

WHEELS ACROSS THE PRAIRIE  
310220010  
3297 US HWY 14

PERMIT  
14-022001-4

**Publish April 19 and April 26, 2016**

**NOTICE OF PUBLIC HEARING**

**To Whom It May Concern:**

Notice is given that the Planning/Zoning Commission of Tracy will meet in the Council Chambers of the Municipal Building at 6:05 p.m., on May 2, 2016 to consider a variance request from Wheels Across the Prairie Museum to construct a 48' by 100' building to house displays and create a work area. Such persons as desire to be heard with reference to the proposed variance will be heard at this meeting.

Michael Votca  
City Administrator

10D

## SOLAR GARDEN SUBSCRIPTION AGREEMENT

This Solar Garden Subscription Agreement (“*Agreement*”) is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2016 (the “*Effective Date*”) by and between Antlia CSG1, a Minnesota limited liability company (“*Owner*”), and City of Tracy, a Minnesota municipal corporation (the “*Subscriber*”). In this Agreement, Owner and Subscriber are sometimes referred to individually as a “*Party*” and collectively as the “*Parties*.”

### RECITALS

A. Owner intends to develop, own, operate and maintain a photovoltaic generation facility qualified as a “Community Solar Garden” pursuant to Minn. Stat. 216B.1641 (“*CSG Program*”) to be located at 1637 41<sup>st</sup> Street, Edgerton, MN 56128 (the “*Facility*”) and has entered or will enter into a Standard Contract for Solar\*Rewards Community (“*CSG Contract*”) with the local electric distribution company (the “*LDC*”). The designed capacity of the Facility shall be approximately 1000 kW<sub>AC</sub>, subject to adjustment as described herein (the “*Facility Capacity*”);

B. The energy produced by the Facility will be delivered by Owner to the LDC via interconnection of the Facility to the electric grid, and the LDC will calculate the monetary value of the energy received from the Facility per the applicable utility tariff and convert that amount into credits per kilowatt hour (the “*Bill Credit Rate*” as defined in the CSG Contract) on the bills from LDC to the subscribers to the Facility (“*Credits*”);

C. Owner will, in accordance with the terms hereof, and through the administrative process established by the LDC as approved by the Minnesota Public Utilities Commission (“*MPUC*”), allocate and sell the right to receive Credits to its subscribers according to their respective Allocations (as defined below);

D. Subscriber is an LDC customer (Northern States Power Company Premise. No. 303511168) and desires to purchase Credits from Owner in proportion to its expected consumption of electricity at 124 Rowland Street, Tracy, MN 56175 (“*Customer Site*”).

**NOW, THEREFORE**, in consideration of the foregoing recitals, the mutual premises, representations, warranties, covenants, conditions herein contained, and the Exhibits attached hereto, Subscriber and Owner agree as follows.

1. **Term.** The term of this Agreement shall commence on the Effective Date and, unless terminated earlier pursuant to the provisions hereof, shall terminate on the 25<sup>th</sup> anniversary of the Commercial Operation Date (as defined below) (the “*Term*”). The Term shall not be extended by virtue of any period of disconnection or event of Force Majeure experienced by the Facility.

2. **Operation of the Facility.**

a. Owner shall operate the Facility during the Term so as to deliver all energy generated by the Facility to the LDC in accordance with the CSG Contract and applicable LDC tariffs.

b. Owner shall maintain the Facility in good working order at all times during the Term, and shall operate the Facility in a commercially reasonable manner intended to maximize the amount of Credits allocable to Subscriber, consistent with good custom and practice for operation of utility solar generating facilities.

3. **Sale and Purchase of Credits; Allocation.**

a. Owner shall promptly notify Subscriber of the date commercial operation of the Facility commences as established pursuant to the CSG Contract (“**Commercial Operation Date**”). In the event that the Commercial Operation Date is not achieved by December 31, 2017, and either of the following events or circumstances occur, either Party may terminate this Agreement, without liability, upon delivery of notice of termination to the other Party:

i. after timely application to the LDC and commercially reasonable efforts to secure interconnection services, Owner has not received written confirmation and evidence that interconnection services will be available for the energy generated by the Facility at the Facility Capacity; or

ii. the LDC or another party with the authority to do so disqualifies Owner or the Facility from participating in the CSG Program.

b. Owner shall allocate a portion of Facility Capacity to Subscriber equal to six tenths percent (0.6 %) of Facility Capacity (the “**Allocation**”). Owner shall provide to LDC the Allocation along with Subscriber’s name, LDC account number(s), and service address(es) (“**Subscriber Data**”).

c. Owner shall sell to Subscriber and Subscriber shall purchase from Owner, the right to receive an amount of Credits calculated on the basis of that portion of the total kilowatt<sub>AC</sub> hours delivered by the Facility to LDC which corresponds to the Allocation. The Allocation shall be effective for each and every LDC Production Month (as defined in the CSG Contract) during the Term. Owner shall post Credits to Subscriber’s account monthly for invoicing pursuant to Section 4 of this Agreement (“**Subscriber’s Monthly Credits**”). Thus, where  $x$  = number of Subscriber’s Monthly Credits,  $y$  = kilowatt<sub>AC</sub> hours delivered in an LDC Production Month, and  $a$  = Allocation,  $x = y * a$ .

4. **Price and Payment.**

a. For the right to receive Subscriber’s Monthly Credits generated by the Facility each month, Subscriber shall pay to Owner an amount equal to the product of (i) the corresponding Subscriber’s Monthly Credits, and (ii) the Bill Credit Rate then applicable to the LDC’s Solar Rewards Community Program minus one cent (\$.01) (the “**Monthly Allocation Payment**”).

b. Beginning with the second calendar month following the Commercial Operation Date, Owner shall invoice Subscriber for the Monthly Allocation Payment for the Credits posted to Subscriber’s account since the prior invoice date. Subscriber shall make its payments to Owner no later than thirty (30) days following receipt of the applicable invoice. Owner shall include with each invoice, a copy of the LDC statement delivered to Owner that

indicates the kWh<sub>AC</sub> upon which the LDC calculates the Credit to Subscriber. Subscriber agrees that Owner is entitled to charge and accrue interest on any past due balance at the rate of 1.5% per month or the maximum interest allowable by Applicable Laws, if such laws limit interest to a lesser amount. If Owner employs a collection agency or attorneys to collect any outstanding invoice(s), Subscriber agrees to pay all actual expenses of collection.

5. **Records and Audits.**

a. Upon written request by Subscriber, Owner shall provide (i) reasonable evidence of the accuracy of its metering equipment for the Facility and/or (ii) such other information and records reasonably requested by Subscriber to enable Subscriber to verify the accuracy of the Credits awarded by the LDC and any other calculation or measurements described in this Agreement.

b. Owner shall provide reports to Subscriber (i) monthly, containing the energy produced by the Facility, and (ii) annually, containing an audited financial statement of Owner, and a current statement of management, financing parties, and operatorship of Owner. Subscriber may provide comments to Owner on the accuracy and completeness of the annual reports, and shall provide a copy of any such comments to the LDC.

c. As required by Minnesota Statutes, section 16C.05, subdivision 5, the records, books, documents, and accounting procedures and practices of Owner and of any subcontractor of Owner relating to work performed pursuant to this Agreement shall be subject to audit and examination by the Subscriber and the Legislative Auditor or State Auditor as described in such subdivision. Owner and any subcontractor of Owner shall permit, upon reasonable advance written notice, the Subscriber or its designee, at its own expense, to inspect, copy, and audit its accounts, records, and business documents at any reasonable time during regular business hours, as they may relate to the performance under this Agreement. Audits conducted by the Subscriber under this provision shall be in accordance with generally accepted auditing standards.

6. **Taxes.**

a. Subscriber shall be solely liable for sales or similar taxes imposed by a governmental entity, if any, attributable to the sale of Credits allocated to the Subscriber.

b. Subscriber shall have no interest in and have no entitlement to claim any investment tax credit or other tax benefits related to the construction, ownership, operation or maintenance of the Facility.

7. **Representations, Warranties and Covenants.**

a. Each Party represents and warrants to the other Party:

i. The Party is duly organized, validly existing, and in good standing in the jurisdiction of its organization and is qualified to do business in the State of Minnesota;

ii. The Party has full legal capacity to enter into and perform this Agreement;

iii. The execution of the Agreement has been duly authorized, and each person executing the Agreement on behalf of the Party has full authority to do so and to fully bind the Party; and

iv. To the best of its knowledge, there is no litigation, action, proceeding or investigation pending before any court or other Governmental Authority by, against, affecting or involving its ability to carry out the transactions contemplated herein.

b. Owner represents, warrants, and covenants to Subscriber:

i. Owner has, or in the ordinary course will obtain, all licenses, permits and any other required documents to construct and operate the Facility;

ii. Owner shall perform its obligations under the CSG Contract and otherwise comply with all provisions of the CSG Program and other applicable tariffs.

iii. Except as specifically provided for in this Agreement and may be required by law or regulation, or with Subscriber's consent, Owner will not publicly disclose Subscriber's LDC account information, energy usage data, or Credits.

c. Subscriber represents, warrants, and covenants to Owner:

i. Subscriber's average annual energy consumption for its subscribing account(s) set forth below over the two (2) year period prior to the Effective Date is 9,269 kWh<sub>AC</sub>;

ii. Subscriber shall not install or procure any other distributed generation resource(s) serving Subscriber's premises to which energy is delivered by LDC under Account No. 51-5963985-5, which resource(s), when combined with the Allocation, may generate energy (including energy upon which the Credits are based) exceeding one hundred twenty percent (120%) of Subscriber's average annual energy consumption over the twenty-four (24) months prior to such installment or procurement.

iii. Within thirty (30) days of request by Owner, Subscriber shall complete, execute, and deliver to Owner the Subscriber Agency Agreement in the form attached hereto as Exhibit A. Upon execution, all of the information and statements of Subscriber provided therein shall be accurate.

iv. Subscriber understands and agrees it will have no interest in or entitlement to (a) benefits or derivatives of "Unsubscribed Energy" or "RECs" associated with the Facility as each is defined in the CSG Contract; and (b) incentives under the Minnesota Department of Commerce's Made in Minnesota program and LDC's Solar Rewards program associated with the Facility.

8. **Performance Guarantee.** Owner hereby guarantees that in every period of two (2) consecutive calendar years during the Term, beginning with the first full calendar year after the Facility achieves its Commercial Operation Date, Owner will provide Credits from operation of the Facility in an amount not less than ninety percent (90%) of Expected Deliveries (weather adjusted) as set forth on Exhibit B hereto (the “***Guaranteed Performance***”). Owner shall pay Subscriber one cent (\$.01) per Credit to the extent the actual number of Credits purchased by Subscriber during any such two (2) consecutive calendar year periods (the “***Measurement Period***”) is less than the Guaranteed Performance for the entire Measurement Period (combining the Expected Deliveries for both consecutive calendar years). Such payment shall be Subscriber’s sole remedy for non-performance by Owner under this Section 8. Owner shall have no liability under this Section 8 if the Facility’s failure to achieve Guaranteed Performance is due to an event of Force Majeure.

9. **Default and Force Majeure.**

a. **Events of Default.** The following shall each constitute an Event of Default by a Party:

i. The Party fails to make any payment due under this Agreement within thirty (30) days after delivery of notice from the other Party that such payment is overdue.

ii. The Party materially fails to perform or comply with any material representation, warranty, obligation, covenant or agreement set forth in this Agreement and such failure continues for a period of thirty (30) days after delivery of notice thereof from the other Party.

iii. The Party is subject to a petition for dissolution or reorganization, voluntary or involuntary, under the U.S. Bankruptcy Code or any state law (including appointment of a receiver or assignment for the benefit of creditors), which is not terminated within sixty (60) days of commencement.

b. **Force Majeure.** Except as specifically provided herein, if by reason of Force Majeure, a Party is unable to carry out, either in whole or in part, any of its obligations herein contained, such Party shall not be deemed to be in default during the continuation of such inability, provided that: (i) the non-performing Party, within a reasonable time after the occurrence of the Force Majeure event, gives the other Party notice describing the particulars of the occurrence and the anticipated period of delay; (ii) the suspension of performance be of no greater scope and of no longer duration than is required by the Force Majeure event; (iii) no obligations of the non-performing Party, which were to be performed prior to the occurrence causing the suspension of performance, shall be excused as a result of the occurrence; and (iv) the non-performing Party shall use commercially reasonable efforts to remedy the cause(s) preventing it from carrying out its obligations. “***Force Majeure***” as used in this Agreement shall mean an event or circumstances beyond the commercially reasonable control of a Party, which was not reasonably foreseeable and not resulting from the Party’s negligence, gross negligence or intentional acts, including, but not limited to fire, acts of God, earthquake, flood or other casualty or accident; break down or failure of the LDC’s electric distribution system; serial equipment defect; strikes or labor disputes; war, civil strife or other violence; and any law, order,

proclamation, regulation, ordinance, action, demand or requirement of any government agency or utility. Force Majeure does not include the lack of funds, inability to make a payment or general change in the economy or particular markets.

10. **Remedies; Limitation of Liability; Waiver.**

a. **Remedies.** Subject to the limitations set forth in this Agreement, the Parties each reserve and shall have all rights and remedies available to it at law or in equity with respect to the performance or non-performance of the other Party hereto under this Agreement. Under no circumstances shall Owner's liability for non-performance under this Agreement exceed, in any one (1) calendar year, an amount equal to (i) the Allocation percentage times (ii) \$15,000. (For example, if the Allocation is 40%, then the limit described in the preceding sentence shall equal 40% x \$15,000 or \$6,000 total). Owner shall defend, indemnify and hold harmless Subscriber, its present and former council members, officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting from any act or omission of Owner, a subcontractor, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of Owner to perform any obligation under this Agreement.

b. **Owner Damages.** In the event of Subscriber's breach, repudiation, or termination of this Agreement in violation of the provisions hereof, Owner shall be entitled to recover from Subscriber (subject to Owner's duty to mitigate damages including its duty to try and find a replacement subscriber): (i) the unpaid Monthly Allocation Payments due at the time of termination; and (ii) Owner's damages resulting from Subscriber's breach, including estimated Monthly Allocation Payments over the remaining Term less compensation received from the LDC, if any, attributable to Subscriber's Allocation. Any post-termination Monthly Allocation Payments that may qualify as damages under this section will be calculated-based upon the Schedule of Expected Deliveries of Credits, Exhibit B and the Bill Credit Rate at the time of Subscriber's breach of this Agreement. This provision does not waive any limits of liability or immunities the Subscriber may be entitled to under Minnesota Statutes, Chapter 466, as amended.

c. **Limitation of Liability.** EXCEPT AS EXPRESSLY ALLOWED HEREIN, NO PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR SPECIAL, INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES OF ANY CHARACTER, RESULTING FROM, ARISING OUT OF, IN CONNECTION WITH OR IN ANY WAY INCIDENT TO ANY ACT OR OMISSION OF A PARTY RELATED TO THE PROVISIONS OF THIS AGREEMENT, IRRESPECTIVE OF WHETHER CLAIMS OR ACTIONS FOR SUCH DAMAGES ARE BASED UPON CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER THEORY AT LAW OR EQUITY.

d. **Exclusions.** NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS SECTION 10, THE LIMITATIONS OF THIS SECTION 10 DO NOT APPLY TO A CLAIMS FOR (i) GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, (ii) FAILURE TO

COMPLY WITH APPLICABLE LAWS, (iii) BREACH OF CONFIDENTIALITY OR (iv) INTELLECTUAL PROPERTY INFRINGEMENT.

**11. Early Termination.**

a. Owner may terminate this Agreement on notice thereof to Subscriber in the event that Owner is unable to obtain financing or adequate subscriptions for the Facility on commercially reasonable terms on or before December 31, 2017.

b. If Owner fails to perform under this Agreement due to an event of Force Majeure that lasts more than twelve (12) months or fails to restore the Facility to full operation at its designed Facility Capacity within twelve (12) months following an event of Force Majeure, Subscriber shall have the right to terminate this Agreement by giving Owner at least sixty (60) days prior written notice of its intent to terminate based on such failure(s). In the event of termination pursuant to this Section 11(b), Owner shall pay to Subscriber, as liquidated damages, one cent (\$.01) for each Credit expected to have been allocated to Subscriber for the six (6) month period following the expiration of such twelve (12) month period based upon the Schedule of Expected Deliveries, Exhibit B.

c. In the event (i) the CSG Contract is terminated based on Owner's breach thereof or (ii) Owner materially breaches its obligations of performance in this Agreement and such breach is not cured within thirty (30) days after Owner receives written notice of such breach from Subscriber, then Subscriber may terminate this Agreement as provided in this Section 11; provided, however, if such breach is not capable of being cured within such thirty (30) day period and Owner has commenced and diligently continues actions to cure such breach, then the cure period shall be extended to one hundred eighty (180) days. In the event of a termination by Subscriber described in the preceding sentence, Owner shall pay Subscriber, as liquidated damages, one cent (\$.01) for each Credit expected to have been allocated to Subscriber for one (1) calendar year following termination based upon to the Schedule of Expected Deliveries, Exhibit B.

d. Subscriber may choose to terminate this Agreement for its convenience prior to expiration of the Term by giving Owner at least sixty (60) days prior written notice of its intent to terminate. In the event of termination pursuant to this Section 11(d), Subscriber shall pay to Owner a termination fee equal to (i) the unpaid Monthly Allocation Payments due at the time of termination; and (ii) the amount of estimated post-termination Monthly Allocation Payments over the unexpired Term less compensation expected to be received from the LDC attributable to Subscriber's Allocation. The post-termination Monthly Allocation Payments, under this section, will be calculated based upon the Schedule of Expected Deliveries, Exhibit B multiplied by the Bill Credit Rate as of the date of termination less the Expected Deliveries of Credits as set forth on Exhibit B multiplied by the LDC's expected avoided cost rate at the time of Subscriber's termination notice, plus \$0.01/kWh associated with the remarketing of renewable energy credits. Owner shall use commercially reasonable efforts to find a replacement subscriber, at similar terms and conditions stated herein and following receipt of Subscriber's termination notice, and upon the successful remarketing to a replacement subscriber, the post-termination Monthly Allocation Payment shall equal zero.

e. The Parties agree that actual damages in the event of termination of this Agreement as specified in Sections 11(b) and 11(c), would be difficult to calculate and that the liquidated damages specified herein are a reasonable approximation of such actual damages.

12. **Assignment.** No Party shall assign or in any manner transfer this Agreement or any part thereof excepting in the following circumstances: (a) Subscriber's assignment to a party approved in advance by Owner, which approval shall not be unreasonably withheld. For such assignment in subparagraph (a), Owner's approval shall give due consideration to only (i) the party's creditworthiness, (ii) the party's eligibility under the Solar\*Rewards Community Program, (iii) Subscriber's payment to Owner of seven hundred fifty dollars (\$750) to cover Owner's administrative expenses associated with the transfer (the "*Transfer Fee*") and (iv) other factors which may evidence an increase in a material risk of a breach of this Agreement, (b) Owner's assignment of this Agreement to any affiliate that owns or, by long-term lease, controls the Facility, provided that such affiliate has the same or better credit strength and has agreed in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement; (c) Owner's collateral assignment of this Agreement to any financial institution that provides financing for the Facility that has agreed in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement upon the foreclosure or conveyance in lieu thereof, and, in connection with any collateral assignment of this Agreement, Subscriber agrees to comply with the lender accommodations set forth in Exhibit C to this Agreement; (d) Owner's assignment of this Agreement, prior to the Commercial Operation Date, to another operator/owner of a community garden facility, in the same County and qualified under the Solar\*Rewards Community Program which has sufficient capacity to accept Subscriber's Allocation, has the same or better credit strength, and agrees in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement; or (e) Subscriber's assignment of this Agreement to any of its affiliate or successor entity if the Minnesota legislature reassigns responsibility for the services provided by Subscriber (without change of service address) provided that such affiliate or successor entity has the same or better credit strength.

13. **Miscellaneous.**

a. **LDC Disputes.** Owner shall be solely responsible for resolving any dispute with LDC regarding the production of energy by the Facility. Subscriber shall be solely responsible for resolving any dispute with LDC regarding the calculation of the Bill Credit Rate.

b. **Notices.**

i. All notices and other formal communications which any Party may give to another under or in connection with this Agreement shall be in writing (except where expressly provided for otherwise), shall be deemed delivered upon mailing, deposit with a courier for hand delivery, or electronic transmission, and shall be sent by any of the following methods: hand delivery; reputable overnight courier; certified mail, return receipt requested; or email transmission.

ii. Subscriber shall promptly notify Owner of any changes in Subscriber Data.

The notices and communications shall be sent to the following addresses:

If to Owner:

Owner  
c/o BHE Renewables, LLC  
Program Manager – MN Community Solar Gardens  
1850 N. Central Ave. Suite 1025  
Phoenix, AZ 85004  
Phone: 515-252-6677  
Email: BHERenewables@bherenewables.com

If to Subscriber:

City of Tracy  
336 Morgan Street  
Tracy, MN 56175

c. Severability. If any term, covenant or condition in the Agreement shall, to any extent, be invalid or unenforceable in any respect under Applicable Law, the remainder of the Agreement shall not be affected thereby, and each term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by Applicable Law, unless such invalidity or unenforceability frustrates or negates an essential purpose of this Agreement.

d. Governing Law. This Agreement shall be governed by and construed in accordance with the domestic laws of the State of Minnesota without reference to any choice of law principles.

e. Dispute Resolution.

i. Amicable Settlement. The Parties shall attempt in good faith to resolve all disputes arising in connection with the interpretation or application of the provisions of this Agreement or in connection with the determination of any other matters arising under this Agreement by mutual agreement.

ii. Continuation of Performance. During the pendency of any dispute hereunder, the Parties shall continue to perform their respective obligations under this Agreement.

iii. Equitable Relief. Nothing in this Agreement shall be construed to preclude either Party from seeking or obtaining urgent equitable or injunctive relief from a court of law in relation to this Agreement.

iv. Venue and Jurisdiction. The Parties agree that the courts of the State of Minnesota and the Federal Courts sitting therein shall have jurisdiction over any action or proceeding arising under the Agreement to the fullest extent permitted by Applicable Law.

v. Binding Arbitration. Each party hereto agrees to binding arbitration. Such arbitration shall be in accordance with the rules and procedures of the American Arbitration Association (“AAA”). Notwithstanding any AAA rules and procedures, or any other provision of any state or federal laws, the parties agree that the arbitrators shall not consider or award consequential, incidental or punitive damages as a remedy. Upon the party’s request, AAA shall provide the parties a list of arbitrators each of whom have experience and expertise applicable to this agreement. Upon the parties’ receipt of such list, each party shall have ten (10) days to select an arbitrator. The two selected arbitrators shall then select a third arbitrator within thirty (30) days from the date the initial two arbitrators were selected and the matter subject to arbitration shall be arbitrated and a decision of the arbitrators issued within sixty (60) days after the selection of the third arbitrator.

f. Insurance. With respect to the services provided pursuant to this Agreement, Owner shall at all times during the term of this Agreement and beyond such term when so required have and keep in force the following insurance coverages and limits:

i. Commercial General Liability on an occurrence basis with contractual liability coverage:

General Aggregate	\$2,000,000
Products—Completed Operations Aggregate	\$2,000,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence—Combined Bodily Injury and Property Damage	\$1,500,000

ii. Workers’ Compensation and Employer’s Liability:

Workers’ Compensation	Statutory
-----------------------	-----------

iii. Employer’s Liability. Bodily injury by:

Accident—Each Accident	\$500,000
Disease—Policy Limit	\$500,000
Disease—Each Employee	\$500,000

An umbrella or excess policy over primary liability insurance coverages is an acceptable method to provide the required insurance limits.

The above coverages and limits establish the minimum insurance requirements. It is the sole responsibility of Owner to determine the need for and to procure additional insurance which may be needed in connection with this Agreement. Upon written request, Owner shall promptly submit copies of insurance policies to Subscriber.

iv. Owner shall not commence performance under this Agreement until it has obtained required insurance and filed with Subscriber a properly executed Certificate of Insurance establishing compliance. The certificate(s) must name Subscriber as the certificate

holder and as an additional insured for the liability coverage(s) for all operations covered under this Agreement. Owner shall furnish to Subscriber updated certificates during the term of this Agreement as insurance policies expire.

v. With the Subscriber's consent, which shall not be unreasonably withheld, conditioned or delayed, the Owner shall have the option of providing self-insurance to meet its obligations under this Agreement. In such event, Owner shall submit to Subscriber a Certificate of Self-Insurance, including evidence of its financial responsibility.

g. Compliance with Law. Owner shall comply with all applicable laws, ordinances, codes, tariffs, rules and regulations (collectively, "*Applicable Laws*") regarding Owner's obligations and performance under this Agreement. Owner shall obtain and maintain any and all permits, licenses, bonds, certificates and other similar approvals required in connection with this Agreement. In the event of an allegation that Owner has failed to comply with any Applicable Laws or failed to obtain any and all permits, licenses, bonds, certificates and/or any other similar approvals required in connection with this Agreement, Owner shall pay any fines or penalties imposed upon Subscriber as a result of such failure and shall reimburse Subscriber for any expenses (including reasonable attorneys' fees) incurred by Subscriber in responding to such allegation.

h. Entire Agreement. This Agreement, and all documents referenced herein, contain the entire agreement between Parties with respect to the subject matter hereof, and supersede all other understandings or agreements, both written and oral, between the Parties relating to the subject matter hereof.

i. No Joint Venture. Each Party will perform all obligations under this Agreement as an independent contractor. Nothing herein contained shall be deemed to constitute any Party a partner, agent or legal representative of another Party or to create a joint venture, partnership, agency or any relationship between the Parties. The obligations of Subscriber and Owner hereunder are individual and neither collective nor joint in nature.

j. Amendments; Binding Effect. This Agreement may not be amended, changed, modified, or altered unless such amendment, change, modification, or alteration is in writing and signed by each Party to this Agreement or its successor in interest. This Agreement inures to the benefit of and is binding upon the Parties and their respective successors and permitted assigns.

k. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

l. Further Assurances. From time to time and at any time at and after the execution of this Agreement, each Party shall execute, acknowledge and deliver such documents and assurances, reasonably requested by the other for the purpose of effecting or confirming any of the transactions contemplated by this Agreement.

m. Survival. The provisions of Sections 10, (Remedies, Limitation of Liability; Waiver), 13(c) (Severability), 13(d) (Governing Law), 13(e) (Dispute Resolution), and 13(g) (Indemnity) and 13(p) (Confidentiality) shall survive the expiration or earlier termination

of this Agreement.

n. No Third-Party Beneficiaries. This Agreement is intended solely for the benefit of the Parties hereto. Except as expressly set forth in this Agreement, nothing in this Agreement shall be construed to create any duty to or standard of care with reference to, or any liability to, or any benefit for, any person not a party to this Agreement.

o. Confidentiality. Each Party agrees that it will not disclose Not Public Data (as hereinafter defined), directly or indirectly, under any circumstances or by any means (excluding disclosures to the LDC or as are required as a participant in the CSG Program), to any third person (excepting Owner's agents and subcontractors performing services in fulfillment of Owner's obligations under this Agreement) without the express written consent of the other Party unless such disclosure is permitted by the Minnesota Government Data Practices Act, Minn. Stat. ch. 13 (the "**Minnesota Government Data Practices Act**"), or required by applicable Law. "**Not Public Data**" means, not public data as defined in Minnesota Statutes § 13.02, subd. 8a (2014).

p. Data Practices.

i. Consistent with Minnesota Statutes, section 13.05, subdivision 6, if any data on individuals is made available to Owner by Subscriber under this Agreement, Owner will administer and maintain any such data in accordance with Minnesota Government Data Practices Act, and any other statutory provisions applicable to the data. If and to the extent that Minnesota Statutes, section 13.05, subdivision 11, is applicable to this Agreement, then: (A) all of the data created, collected, received, stored, used, maintained, or disseminated by Owner in performing this Agreement are subject to the requirements of the Minnesota Government Data Practices Act; (B) Owner must comply with those requirements as if it were a government entity; and (C) the remedies in Minnesota Statutes, section 13.08 apply to Owner.

ii. Consistent with Minnesota Statutes, section 13.055, if "private data on individuals," "confidential data on individuals" or other Not Public Data are provided to or made accessible to Owner by the Subscriber, Owner must: (A) have safeguards to ensure private or confidential data on individuals or other Not Public Data is only accessible or viewable by Owner employees, agents or subcontractors whose work assignments in connection with the performance of this Agreement reasonably require them to have access to the data; (B) immediately notify the Subscriber of any unauthorized access by Owner employees, agents or subcontractors, and unauthorized access by third parties; (C) fully cooperate with Subscriber investigations into any breach in the security of private or confidential data on individuals or other Not Public Data that may have occurred in connection with Owner's access to or use of the data; and (D) fully cooperate with the Subscriber in fulfilling the notice and reporting requirements of Minnesota Statutes, section 13.055. The penalties in Minnesota Statutes, section 13.09 governing unauthorized acquisition of Not Public Data apply to Owner and Owner employees, agents and subcontractors. If Owner utilizes agents or subcontractors to perform Owner's obligations under this Agreement, Owner shall incorporate these data practices provisions into any of its subcontracts.

iii. If Owner receives a request to release data referred to in this section, Owner must promptly notify Subscriber. The Subscriber will promptly give Owner instructions concerning the release of the data to the requesting party before the data is released.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement as of the Effective Date.

**CITY OF TRACY**

By: \_\_\_\_\_

Name: Stephen Ferrazzano

Title: Mayor

By: \_\_\_\_\_

Name: Michael Votca

Title: City Administrator

**ANTLIA CSG1, LLC**

By: \_\_\_\_\_

Name: Eric Besseling

Title: Authorized Representative

**EXHIBIT A**

**Subscriber Agency Agreement and Consent Form**

## Solar\*Rewards Community

### Subscriber Agency Agreement and Consent Form

The undersigned ("**Subscriber**") has a Subscription to the following Community Solar Garden:

Community Solar Garden Name:	<u>Antlia CSG1, LLC</u>
Community Solar Garden Address:	<u>1637 41<sup>st</sup> Street, Edgerton, MN 56128</u>
Community Solar Garden Operator:	<u>Antlia CSG1, LLC</u>
Community Solar Garden contact information for Subscriber questions and complaints:	BHE Renewables, LLC
Address (if different from above):	1850 N. Central Avenue, Suite 1025, Phoenix, AZ 85004
Telephone number:	515-252-6677
Email address:	BHERenewables@bherenewables.com
Web Site URL:	<a href="http://www.bherenewables.com/">http://www.bherenewables.com/</a>

Subscriber Name:	<u>City of Tracy</u>
Subscriber's Account Number with Northern States Power Company:	<u>51-5963985-5</u>
Subscriber Service Address where receiving electrical service from Northern States Power Company:	<u>124 Rowland Street, Tracy, MN 56175</u>

By signing this Solar Rewards Community Subscriber Agency Agreement and Consent Form, the Subscriber agrees to all of the following:

1. Assignment of Renewable Energy Credits (“RECs”), Energy and Capacity to Northern States Power Company, a Minnesota corporation. The Subscriber agrees that the Community Solar Garden Operator has authority to assign all energy produced and capacity associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and the Subscriber agrees that all energy produced, and capacity associated with the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company. The Subscriber also agrees that the Community Solar Garden Operator has authority to assign all RECs associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and that if the Community Solar Garden or a person or entity on its behalf has assigned the RECs to Northern States Power Company, then all RECs associated with the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company.

2. Tax Implications. The Community Solar Garden Operator has provided the Subscriber with a statement that Northern States Power Company makes no representations concerning the taxable consequences to the Subscriber with respect to its Bill Credits to the Subscriber or other tax issues relating to participation in the Community Solar Garden.

3. Northern States Power Company hereby discloses to the Subscriber that it recognizes that not all production risk factors, such as grid-failure events or atypically cloudy weather, are within the Community Solar Garden Operator's control.

4. Information Sharing. Participating in the Solar\*Rewards Community Program will require sharing **Subscriber's Account Information** (name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, Subscriber specific Bill Credit(s)) and **Subscriber's Energy Use Data** (the past, present and future electricity usage attributable to the Subscriber for the service address and account number identified for participation in the Community Solar Garden). The following outlines the type of information that will be shared, and how that information will be used.

a. Subscriber's Account Information and Subscriber Energy Usage Data. The Subscriber authorizes Northern States Power Company to provide the Community Solar Garden Operator (and the Community Solar Garden Operator's designated subcontractors and agents) with the Subscriber's Account Information and Subscriber's Energy Usage Data as described in Section 4 above. This information is needed to allow the Community Solar Garden Operator determine the extent to which the Subscriber is entitled to participate in the Community Solar Garden, and to validate the amount of the Bill Credits to be provided by Northern States Power Company to the Subscriber. The current data privacy policies of Northern States Power Company applicable to its Solar\*Rewards Community Program provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above are attached as Exhibit 1 of this **Solar\*Rewards Community Subscriber Agency Agreement and Consent Form.**

These privacy policies include definitions of “Subscriber's Account Information” and “Subscriber's Energy Usage Data.”

b. Subscriber's Subscription Information: The Subscriber authorizes the Community Solar Garden Operator to provide information to Northern States Power Company identifying the Subscriber (with the Subscriber's name, service address, and account number) and detailing the Subscriber's proportional share in kilowatts of the Community Solar Garden and to provide additional updates of this information to Northern States Power Company as circumstances change. This information is needed to allow Northern States Power Company to properly apply Bill Credits for the photovoltaic energy generated by the Community Solar Garden. Also, this information is needed to allow Northern States Power Company to send to the Subscriber notices or other mailings pertaining to their involvement in the Solar\*Rewards Community Program. The Community Solar Garden Operator shall not disclose Subscriber information in annual reports or other public documents absent explicit, informed consent from the Subscriber. The Community Solar Garden Operator will not release any Subscriber data to third parties except to fulfill the regulated purposes of the Solar\*Rewards Community Program, to comply with a legal or regulatory requirement, or upon explicit, informed consent from the Subscriber.

c. Aggregate Information. Aggregate information concerning production at the Community Solar Garden may be publicly disclosed to support regulatory oversight of the Solar\*Rewards Community Program. This includes annual reports available to the public related to specific Community Solar Gardens, including but not limited to production from the Community Solar Gardens; size, location and the type of Community Solar Garden subscriber groups; reporting on known complaints and the resolution of these complaints; lessons learned and any potential changes to the Solar\*Rewards Community Program; reporting on Bill Credits earned and paid; and reporting on the application process. Aggregated information will not identify individual Subscribers or provide Subscriber-Specific Account Information, Subscriber-Specific Energy Usage Data or Subscriber-specific Bill Credits unless a Subscriber provides explicit informed consent. Depending on the nature of the aggregated information, however, it may still be possible to infer the amount of production attributed to individual Subscribers to the Community Solar Garden. The Subscriber agrees to the inclusion of its production information in the creation of the aggregated information. The Community Solar Garden Operator will not use aggregated information for purposes unrelated to the Solar\*Rewards Community Program without first providing notice and obtaining further consent, unless the aggregated information is otherwise available as public information. The policies of Northern States Power Company related to sharing aggregated information are part of the data privacy policies contained in the attached Exhibit 1 of this **Solar\*Rewards Community Subscriber Agency Agreement and Consent Form** and should be provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above.

d. Information Requests from the MPUC or the Department of Commerce. The Subscriber agrees that the Community Solar Garden Operator and Northern States Power Company are authorized to provide any information they possess related to the

Subscriber or the Subscriber's participation in the Community Solar Garden to the Minnesota Public Utilities Commission (MPUC), the Minnesota Department of Commerce, or the Minnesota Office of Attorney General. This information is needed to allow proper regulatory oversight of Northern States Power Company and of the Solar\*Rewards Community Program.

e. Liability Release. Northern States Power Company shall not be responsible for monitoring or taking any steps to ensure that the Community Solar Garden Operator maintains the confidentiality of the Subscriber's Account Information, the Subscriber's Energy Usage or the Bill Credits received pertaining to the Subscriber's participation in the Community Solar Garden. However, Northern States Power Company shall remain liable for its own inappropriate release of Subscriber's Account Information and Subscriber's Energy Use Data.

f. Duration of Consent. The Subscriber's consent to this information sharing shall be ongoing for the Term of the CSG Contract between the Community Solar Garden Operator and Northern States Power Company, or until the Subscriber no longer has a Subscription to the Community Solar Garden and the Community Solar Garden Operator notifies Northern States Power Company of this fact through the CSG Application System. Provided, however, the Subscriber's consent shall also apply thereafter to all such information of the Subscriber pertaining to that period of time during which the Subscriber had a Subscription to the Community Solar Garden.

g. Modification. The above provisions addressing data privacy and in Exhibit 1 shall remain in place until and unless other requirements are adopted by the MPUC in its generic privacy proceeding, Docket No. E,G999/CI-12-1344, or other MPUC Order. Northern States Power Company shall file necessary revisions to its tariffs and contracts within thirty (30) days of such Order.

Subscriber's Name: City of Tracy

Subscriber's Signature:

\_\_\_\_\_  
Stephen Ferrazzano, Mayor

\_\_\_\_\_  
Michael Votca, City Administrator

Date: \_\_\_\_\_

**Exhibit 1 to  
Solar\*Rewards Community Subscriber Agency Agreement and Consent Form**

**Data Privacy Policies of Northern States Power Company Pertaining to the Solar\*Rewards  
Community Program**

The data privacy policies of Northern States Power Company pertaining to the Solar\*Rewards Community Program are as follows and may be changed from time to time as filed in the Company's tariff or as otherwise may be authorized by the Minnesota Public Utilities Commission ("MPUC"):

**Definitions**

Unless indicated otherwise, the same definition and meaning of terms in this document are the same as contained in the Standard Contract for Solar\*Rewards Community. For ease of reference, here are some of the specific definitions:

“Company” means Northern States Power Company, a Minnesota Corporation, and its affiliates and agents.

“Subscribed Energy” means electricity generated by the PV System attributable to the Subscribers' Subscriptions and delivered to the Company at the Production Meter on or after the Date of Commercial Operation.

“Subscriber” means a retail customer of the Company who owns one or more Subscriptions of a community solar garden interconnected with the Company.

“Subscriber’s Account Information” consists of the Subscriber's name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, and Subscriber specific Bill Credit(s).

“Subscriber's Energy Usage Data” includes the past, present and future electricity usage attributable to the Subscriber for the service address and account number identified for participation in the Community Solar Garden.

## Overview

This section addresses how Subscriber's Account Information and Subscriber's Energy Usage Data will be collected, used and shared as part of participation in the Solar\*Rewards Community Program.

### **1. How Subscriber's Account Information and Energy Usage Data Will Be Exchanged**

#### a. Subscriber Specific Information

Once a Subscriber has executed a Subscriber Agency Agreement and Consent Form, an ongoing data exchange will occur between the Company and a Community Solar Garden Operator (and their designated subcontractors and agents):

(i) The Company will disclose the following Subscriber-specific information to the Community Solar Garden Operator:

- Subscriber's Account Information
- Subscriber's Energy Usage Data
- Bill credits

(ii) The Community Solar Garden Operator will disclose to the Company the following Subscriber-specific information:

- Subscriber's Account Information
- Community Solar Garden Allocation for each Subscriber's Subscription stated in kW
- Production data related to the PV System
- Monthly Subscription Information

#### b. Aggregated Subscriber Information

Aggregated Subscriber information will be reported as part of Permitted Public Reporting, outlined in Section 2(b) below.

To be considered "aggregated" the reported information must include information attributable to all Subscribers participating in a specific Solar\*Rewards Community program site, which based on program requirements will contain a minimum of five Subscribers. Depending on the nature of the aggregated information, however, from this information alone or in combination with other publicly available information it may still be possible to infer the amount of production attributed to individual Subscribers to the Community Solar Garden.

## 2. How Subscriber's Information Will Be Used

The following outlines how the Subscriber's Account Information and Subscriber Energy Usage Data will be used as part of the Solar\*Rewards Community Program.

### a. Program Management

As part of administering the Solar\*Rewards Community program, the Solar Garden Operator and the Company may provide information related to the Subscriber and/or the Community Solar Garden to:

- the MPUC
- the Minnesota Department of Commerce
- the Minnesota Office of Attorney General
- Other governmental or private entities as required by law or regulation

Account Information and Subscriber's Energy Usage Data to service providers, agents, or contracted agents who support the program on its behalf. The Company prohibits these service providers from using or disclosing the Subscriber's information except as necessary to perform these specific services or to comply with legal requirements. More information about the Company's general privacy practices is explained in its Privacy Policy available on [www.xcelenergy.com](http://www.xcelenergy.com).

### b. Permitted Public Reporting

The Subscriber's Energy Usage Data of each participating Subscriber to a Community Solar Garden will be combined and reported in the aggregate by the Community Solar Garden Operator in its annual report on the Solar\*Rewards Community program. The identity of specific Subscribers, the specific Subscriber's Account Information, Subscriber's Energy Usage Data and Subscriber-specific Bill Credit will not be listed in the public annual report unless the Subscriber has provided the Community Solar Garden Operator with prior written consent.

Per the requirements of the MPUC, the Company will provide to the MPUC annual reports which will include information or data requested by the MPUC or Minnesota Department of Commerce, including the following:

- Reporting on Solar\*Rewards Community program costs, including an analysis of the deposit, application, participation and metering fees and further justification for these fees going forward;
- Reporting on the Solar\*Rewards Community Gardens, including but not limited to size, location and the type of Solar\*Rewards Community subscriber groups;
- Reporting on known complaints and the resolution of these complaints;

- A copy of each contract signed with a Community Solar Garden Operator, if not previously filed;
  - Lessons learned and any potential changes to the program;
  - Report on bill credits earned and paid; and the
  - Application process
- c. Prohibited Reporting or Sharing

Except as otherwise provided in this document, the Company will not disclose the Subscriber's Account Information, Subscriber's Energy Usage Data or Subscriber-specific Bill Credits to a third party without first obtaining the Subscriber's written consent.

Any requests by the Community Solar Garden Operator to the Company for information about a Subscriber that is not Subscriber's Account Information or Subscriber's Energy Usage Data will require execution of a separate written consent by the Subscriber. Notwithstanding the previous statement, the Company will not provide the Community Solar Garden Operator with the Subscriber's Social Security Number unless directed to do so by the MPUC or Minnesota Department of Commerce or compelled by law or regulation.

### 3. **Subscriber Data Access and Correction**

The following outlines what information is available to the Subscriber from the Company and the Community Solar Garden Operator, and methods of correcting any inaccuracies.

#### a. Information Available from the Company

Subscribers can contact the Company's call center to obtain information pertaining to their specific Bill Credit attributable to their participation in Solar\*Rewards Community Program. The correction of any allocation of previously-applied Bill Credits among Subscribers or payments to the Community Solar Garden Operator for Unsubscribed Energy, pertaining to a particular month due to any inaccuracy reflected in such Monthly Subscription Information with regard to a Subscriber's Subscription in the PV System and the beneficial share of photovoltaic energy produced by the PV System, or the share of Unsubscribed Energy, shall be the full responsibility of the Community Solar Garden Operator, unless such inaccuracies are caused by the Company .

Subscribers may also obtain from the Company the following information related to the Solar\*Rewards Community Program without obtaining written consent from the Community Solar Garden Operator:

- Site location
- Operator name
- Nameplate capacity

- Production data related to the PV system
- Bill Credit Rate and total amount of Bill Credits applied to the PV System
- Any other information pertaining to the Subscriber's Subscription

Other information regarding the Community Solar Garden Operator known to the Company will not be disclosed unless the Subscriber obtains prior explicit informed consent from the Community Solar Garden Operator or unless directed to do so by the MPUC or Minnesota Department of Commerce or compelled by law or regulation.

b. Information Available from the Community Solar Garden Operator

Subscribers and prospective subscribers can contact the Community Solar Garden Operator to obtain the following information:

- Future costs and benefits of the Subscription, including:
  - i. All nonrecurring (i.e., one-time) charges;
  - ii. All recurring charges;
  - iii. Terms and conditions of service;
  - iv. Whether any charges may increase during the course of service, and if so, how much advance notice is provided to the Subscriber;
  - v. Whether the Subscriber may be required to sign a term contract;
  - vi. Terms and conditions for early termination;
  - vii. Any penalties that the Community Solar Garden may charge to the Subscriber;
  - viii. The process for unsubscribing and any associated costs;
  - ix. An explanation of the Subscriber data the Community Solar Garden Operator will share with Northern States Power Company and that Northern States Power Company will share with the Community Solar Garden Operator;
  - x. The data privacy policies of Northern States Power Company and of the Community Solar Garden Operator;
  - xi. The method of providing notice to Subscribers when the Community Solar Garden is out of service, including notice of estimated length and loss of production;

- xii. Assurance that all installations, upgrades and repairs will be under direct supervision of a NABCEP-certified solar professional and that maintenance will be performed according to industry standards, including the recommendations of the manufacturers of solar panels and other operational components;
  - xiii. Allocation of unsubscribed production; and
  - xiv. A statement that the Community Solar Garden Operator is solely responsible for resolving any disputes with Northern States Power Company or the Subscriber about the accuracy of the Community Solar Garden production and that Northern States Power Company is solely responsible for resolving any disputes with the Subscriber about the applicable rate used to determine the amount of the Bill Credit.
- Copy of the contract with Northern States Power Company for the Solar\*Rewards Community Program
  - Copy of the solar panel warranty
  - Description of the compensation to be paid for any underperformance
  - Proof of insurance
  - Proof of a long-term maintenance plan
  - Current production projections and a description of the methodology used to develop production projections
  - Community Solar Garden Operator contact information for questions and complaints
  - Demonstration to the Subscriber by the Community Solar Garden Operator that it has sufficient funds to operate and maintain the Solar\*Rewards Community Program

The Community Solar Garden Operator is solely responsible for the accuracy of the Subscriber's share of the Community Solar Garden production information forwarded to the Company, and should resolve with the Subscriber any dispute regarding the accuracy of such information.

Subscribers can submit comments to the Company on the accuracy and completeness of its annual report by contacting [solarrewardscommunity@xcelenergy.com](mailto:solarrewardscommunity@xcelenergy.com).

4. **Data Retention**

The Company will retain the Subscriber's Account Information, Subscriber's Energy Usage Data and information on Bill Credits for as long as required under applicable law.

## EXHIBIT B

### Schedule of Expected Deliveries of Credits [pro forma; final to be provided prior to commencement of construction]

Subscriber's Share (kWh<sub>AC</sub>) (hereinafter "*Expected Deliveries*")

Year 1	9,269
Year 2	9,222
Year 3	9,176
Year 4	9,130
Year 5	9,085
Year 6	9,039
Year 7	8,994
Year 8	8,949
Year 9	8,904
Year 10	8,860
Year 11	8,815
Year 12	8,771
Year 13	8,727
Year 14	8,684
Year 15	8,640
Year 16	8,597
Year 17	8,554
Year 18	8,511
Year 19	8,469
Year 20	8,427
Year 21	8,384
Year 22	8,342
Year 23	8,301
Year 24	8,259
Year 25	8,218

### **Weather Adjustment Protocol for Expected Deliveries**

For the Measurement Period respecting application of the Performance Guarantee, Expected Deliveries shall be adjusted to reflect any negative difference (shortfall) between Expected Solar Irradiation ("*ESI*") and Actual Solar Irradiation ("*AST*"). The ratio of ASI to ESI for the Measurement Period shall be applied to Expected Deliveries as a weather adjustment prior to comparing Actual Deliveries to Expected Deliveries for the purposes of the Performance Guarantee.

The method of the weather adjustment is as follows.

1. The ESI for the Facility is 1390 KWh per square meter.
2. The ASI is to be determined by monthly pyranometer readings at the Facility. The monthly readings are to be averaged for each of the two (2) consecutive calendar years in the Measurement Period.
3. The weather adjustment factor for the Measurement Period is the ratio of (i) ASI, determined per Step 2 above of this method to (ii) ESI, determined per Step 1 of this method. The Expected Deliveries for the Measurement Period is multiplied by this ratio to derive the Guaranteed Performance.

## EXHIBIT C

### Lender Accommodations

Subscriber acknowledges that Owner may be financing the installation of the Facility either through a lessor, lender or with financing accommodations from one or more financial institutions ("**Financing Party**") and that Owner may sell or assign the Facility and/or may secure Owner's obligations by, among other collateral, a pledge or collateral assignment of this Agreement and a first security interest in the Facility. In order to facilitate such sale, conveyance, or financing, and with respect to any such Financing Party for which Owner has notified Subscriber in writing Subscriber agrees as follows:

- (a) Consent to Collateral Assignment. Provided the Financing Party has agreed in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of the Agreement with respect to any of Subscriber's rights thereunder upon the foreclosure or conveyance in lieu thereof, Subscriber consents to either the sale or conveyance by Owner to a Financing Party that has provided financing of Owner's right, title and interest in the Facility and to this Agreement.
- (b) Notices of Default. Subscriber will deliver to the Financing Party, concurrently with delivery thereof to Owner, a copy of each notice of default given by Subscriber under the Agreement, inclusive of a reasonable description of Owner default. Subscriber will not mutually agree with Owner to terminate the Agreement without the written consent of the Financing Party.
- (c) Rights Upon Event of Default. Notwithstanding any contrary term of this Agreement, during the continuation of an event of default by Owner under its agreements with Financing Party, provided that the Financing Party has agreed in writing to recognize Subscriber's rights under the Agreement and to not disturb any of Subscriber's rights thereunder:
  - i. The Financing Party, as collateral assignee, shall be entitled to exercise, in the place and stead of Owner, any and all rights and remedies of Owner under this Agreement in accordance with the terms of this Agreement and the Financing Party shall also be entitled to exercise all rights and remedies of secured parties generally with respect to this Agreement.
  - ii. The Financing Party shall have the right, but not the obligation, to pay all sums due under this Agreement and to perform any other act, duty or obligation required of Owner thereunder or cause to be cured any default of Owner thereunder in the time and manner provided by the terms of this Agreement. Nothing herein requires the Financing Party to cure any default of Owner under this Agreement or (unless the Financing Party has succeeded to Owner's interests under this Agreement) to perform any act, duty or obligation of Owner under this Agreement, but Subscriber hereby gives it the option to do so.
  - iii. The exercise of remedies under its security interest in the Facility, including any sale thereof by the Financing Party, whether by judicial proceeding or under any power of sale contained therein, or any conveyance from Owner to the Financing Party (or any assignee of the Financing Party), shall not constitute a default under this Agreement.

iv. Upon any rejection or other termination of this Agreement pursuant to any process undertaken with respect to Owner under the United States Bankruptcy Code or any similar state law, at the request of the Financing Party made within ninety (90) days of such termination or rejection, Subscriber shall enter into a new agreement with the Financing Party or its assignee having the same terms and conditions as this Agreement.

(d) Right to Cure.

i. Except for termination pursuant to Section 3(a) of the Subscription Agreement in connection with a failure to achieve commercial operation by December 31, 2017, Subscriber will not exercise any right to terminate or suspend this Agreement unless it shall have given the Financing Party prior written notice by sending notice to the Financing Party (at the address provided by Owner) of its intent to terminate or suspend this Agreement, specifying the condition giving rise to such right, and the Financing Party shall not have caused to be cured the condition giving rise to the right of termination or suspension within thirty (30) days after its receipt of notice thereof or (if longer) the periods provided for in this Agreement. The Parties respective obligations will otherwise remain in effect during any cure periods; provided that if such Owner default reasonably cannot be cured by the Financing Party within such periods and the Financing Party commences and continuously pursues cure of such default within such periods, such periods for cure will be extended for a reasonable period of time under the circumstances not to exceed additional sixty (60) days.

ii. If the Financing Party (including any transferee), pursuant to an exercise of remedies by the Financing Party, shall acquire title to or control of Owner's assets and shall, within the time periods described in subsection (d)(i) above, cure all defaults under this Agreement existing as of the date of such change in title or control in the manner required by this Agreement and which are capable of cure by a third person or entity, then such person or entity shall no longer be in default under this Agreement, and this Agreement shall continue in full force and effect.

\*\*\*

RESOLUTION NO. 2016-12



**A Resolution Transferring 2013 Airport Entitlement Funds**

**WHEREAS**, the City of Tracy is entitled to \$150,000 each year in entitlement through 2014.

**AND WHEREAS**, Approximately \$125,000 of entitlement funds from 2013 will expire if not used in 2016.

**AND WHEREAS**, the City of Tracy does not have a federally funded project planned for 2016.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TRACY, MINNESOTA:**

Authorizes the transfer of \$121,119.00 to the City of Elbow Lake, Minnesota, on the condition that the City of Elbow Lake, Minnesota agrees to repayment of entitlement dollars to the City of Tracy prior to Federal Fiscal Year 2017.

It is further resolved that the Mayor and City Administrator are authorized to sign all documents in order to allow for this transfer to occur.

**PASSED AND ADOPTED** by the Tracy City Council this 9th day of May, 2016.

\_\_\_\_\_

Mayor

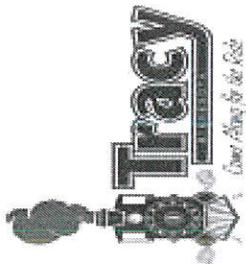
ATTEST:

\_\_\_\_\_

City Administrator

CITY OF TRACY

\*Check Detail Register©



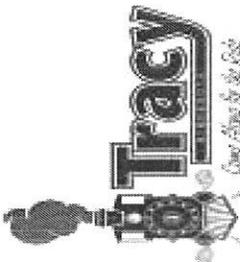
APRIL 2016 to MAY 2016

Check Amt Invoice Comment

10100 MINNWEST CHECKING

Paid Chk#	067563	4/7/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$93.75		DRIVERS LICENSE 193
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$93.75</b>		
Paid Chk#	067564	4/7/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$2,023.00		MOTOR VEHICLE 193
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$2,023.00</b>		
Paid Chk#	067565	4/8/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$2,896.75		MOTOR VEHICLE #194
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$2,896.75</b>		
Paid Chk#	067566	4/8/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$113.00		DRIVERS LICENSE #194
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$113.00</b>		
Paid Chk#	067567	4/11/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$2,869.75		MOTOR VEHICLE 195
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$2,869.75</b>		
Paid Chk#	067568	4/11/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$98.25		DRIVERS LICENSE 195
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$98.25</b>		
Paid Chk#	067569	4/12/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$7,356.50		MOTOR VEHICLE #196
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$7,356.50</b>		
Paid Chk#	067570	4/12/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$121.00		DRIVERS LICENSE #196
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$121.00</b>		
Paid Chk#	067571	4/13/2016	DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301	LICENSES & TAXES			\$2,620.15		MOTOR VEHICLE #197
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>			<b>\$2,620.15</b>		

12A

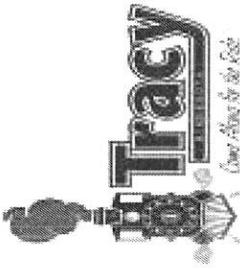


CITY OF TRACY

**\*Check Detail Register©**

APRIL 2016 to MAY 2016

Paid Chk#	Invoice	Check Amt	Comment
Paid Chk# 067572	4/13/2016	DL AND MV-MN DEPT PUB SAFETY	
E 605-495-301		LICENSES & TAXES	\$121.75
		DRIVERS LICENSE #197	
<b>Total</b>		<b>DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$121.75</b>
Paid Chk# 067573	4/14/2016	AMERIPRIDE LINEN & APPAREL INC	
E 601-491-321		OTHER CONTRACTUAL SERVICE	\$108.41
		LQ STORE TOWEL SERVICES	
<b>Total</b>		<b>AMERIPRIDE LINEN &amp; APPAREL INC</b>	<b>\$108.41</b>
Paid Chk# 067574	4/14/2016	BEVERAGE WHOLESALERS, INC.	
E 601-491-903		BEER PURCHASES	\$2,487.28
		LQ STORE BEER	
<b>Total</b>		<b>BEVERAGE WHOLESALERS, INC.</b>	<b>\$2,487.28</b>
Paid Chk# 067575	4/14/2016	BLUE CROSS BLUE SHIELD OF MN	
E 101-441-126		HEALTH INSURANCE	\$911.35
E 605-495-126		HEALTH INSURANCE	\$402.73
E 101-418-126		HEALTH INSURANCE	\$1,044.34
E 602-492-126		HEALTH INSURANCE	\$1,095.41
E 601-491-126		HEALTH INSURANCE	\$2,339.61
E 101-431-126		HEALTH INSURANCE	\$5,709.68
E 101-421-126		HEALTH INSURANCE	\$2,623.20
E 101-413-126		HEALTH INSURANCE	\$2,849.94
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
		MAY 2016 EMPLOYEE HEALTH INSURANCE	
<b>Total</b>		<b>BLUE CROSS BLUE SHIELD OF MN</b>	<b>\$16,976.26</b>
Paid Chk# 067576	4/14/2016	DAN S SHOP INC	
E 101-431-221		MAINTENANCE & REPAIR-EQUIP	\$13.59
		TORO MOWER AIR FILTER	
<b>Total</b>		<b>DAN S SHOP INC</b>	<b>\$13.59</b>
Paid Chk# 067577	4/14/2016	DOLL DISTRIBUTING, LLC	
E 601-491-903		BEER PURCHASES	(\$82.00)
E 601-491-903		BEER PURCHASES	\$1,912.60
		LQ STORE CREDIT	
		LQ STORE BEER	
<b>Total</b>		<b>DOLL DISTRIBUTING, LLC</b>	<b>\$1,830.60</b>
Paid Chk# 067578	4/14/2016	FLEXIBLE PIPE TOOL COMPANY	
E 608-498-221		MAINTENANCE & REPAIR-EQUIP	\$4,957.00
		JETTER NOZZLE FOR LARGE PIPE	
<b>Total</b>		<b>FLEXIBLE PIPE TOOL COMPANY</b>	<b>\$4,957.00</b>
Paid Chk# 067579	4/14/2016	GALE	

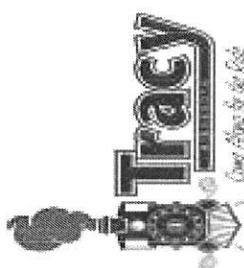


**CITY OF TRACY**

**\*Check Detail Register©**

APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$74.72	57870949	LIBRARY BOOKS
<b>Total</b>	<b>GALE</b>	<b>\$74.72</b>
<b>Paid Chk# 067580 4/14/2016 GOURMET PARLOR PIZZA</b>		
\$113.60	2820	LQ STORE PIZZA
<b>Total</b>	<b>GOURMET PARLOR PIZZA</b>	<b>\$113.60</b>
<b>Paid Chk# 067581 4/14/2016 HAWKINS WATER TREATMENT</b>		
\$45.00	3861638RI	WATER PLANT CHEMICALS
<b>Total</b>	<b>HAWKINS WATER TREATMENT</b>	<b>\$45.00</b>
<b>Paid Chk# 067582 4/14/2016 HEIMAN INC.</b>		
(\$247.40)	0844018-IN	FIRE DEPT- SHAFT & BEARING ASSEMBLY
\$247.40	0844018-IN	FIRE DEPT- SHAFT & BEARING ASSEMBLY
<b>Total</b>	<b>HEIMAN INC.</b>	<b>\$0.00</b>
<b>Paid Chk# 067583 4/14/2016 JERRY S TRANSMISSION SERVICE</b>		
\$166.25	0025431	FIRE DEPT- DOOR SPRING ASSY
<b>Total</b>	<b>JERRY S TRANSMISSION SERVICE</b>	<b>\$166.25</b>
<b>Paid Chk# 067584 4/14/2016 JOHN DEERE FINANCIAL</b>		
\$413.88	2015407	1445 CEMETERY MOWER REPAIR
<b>Total</b>	<b>JOHN DEERE FINANCIAL</b>	<b>\$413.88</b>
<b>Paid Chk# 067585 4/14/2016 JOHNSON BROTHERS LIQUOR CO.</b>		
\$578.75	5412034	LQ STORE LIQUOR
\$12.72	5412034	LQ STORE FREIGHT
\$128.00	5412035	LQ STORE LIQUOR
<b>Total</b>	<b>JOHNSON BROTHERS LIQUOR CO.</b>	<b>\$719.47</b>
<b>Paid Chk# 067586 4/14/2016 KEEPRS INC</b>		
(\$10.91)	299156-80	A. HANSEN UNIFORM ALLOWANCE/ CREDIT ON SALES TAX
\$40.68	299156-90	A. HANSEN UNIFORM ALLOWANCE
<b>Total</b>	<b>KEEPRS INC</b>	<b>\$29.77</b>
<b>Paid Chk# 067587 4/14/2016 LYON COUNTY MUTUAL AID ASSN</b>		
\$100.00		FIRE DEPT- MUTUAL AID ANNUAL DUES



CITY OF TRACY

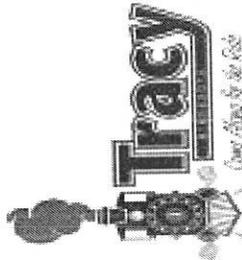
**\*Check Detail Register©**

APRIL 2016 to MAY 2016

		Check Amt	Invoice	Comment
<b>Total LYON COUNTY MUTUAL AID ASSN</b>		\$100.00		
<b>MIDWEST SUPPLY CO.</b>				
Paid Chk#	067588	4/14/2016		
E 101-418-222			226273	VMC OIL/FUNNEL
E 602-492-221			226299	FUSE CARTRIDGE
E 101-431-221			226306	TORO 325D BELT
E 101-431-221			226313	325D TORO SPARE BELT
E 101-431-223			226319	STREET DEPT-AIR FRESHNER
E 101-431-222			226325	SHOP-SCREW ANCHORS
E 101-418-222			226328	VMC OIL
E 101-431-222			226333	SHOP- BATHROOM PAINT
E 602-492-223			226349	TAR TRUCK- DOOR OPENER BATTERY
E 101-431-223			226357	GREASE GUN/ ZERKS COUPLER
E 101-418-222			226499	VMC/GLOVES, AMMONIA
E 101-418-222			226537	VMC MOWER
<b>Total</b>			\$392.19	
<b>MN ENERGY RESOURCES CORP</b>				
Paid Chk#	067589	4/14/2016		
E 407-417-271			\$49.06	466 5TH ST UTILITIES
E 407-417-271			\$21.48	458 5TH ST UTILITIES
E 405-417-271			\$11.82	132 E 3RD ST UTILITIES
E 101-424-271			\$261.25	FIRE DEPT UTILITIES
E 101-424-271			\$188.00	FIRE DEPT UTILITIES
E 101-431-271			\$206.07	HWY 14 UTILITIES
E 607-451-271			\$103.35	321 ELM ST UTILITIES
E 602-492-271			\$668.71	1056 HWY 14 UTILITIES
<b>Total</b>			\$1,509.74	
<b>MTI DISTRIBUTING CO</b>				
Paid Chk#	067590	4/14/2016		
E 101-431-221			\$480.75	1056129-00 328D TORO PARTS
E 101-431-221			\$57.56	1056129-01 328D TORO PARK MOWER
<b>Total</b>			\$538.31	
<b>NFPA</b>				
Paid Chk#	067591	4/14/2016		
E 101-424-291			\$175.00	FIRE DEPT- NFPA MEMBERSHIP
<b>Total</b>			\$175.00	

CITY OF TRACY

**\*Check Detail Register©**

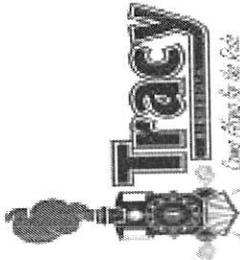


APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
<b>Paid Chk# 067592 4/14/2016 PAUSTIS WINE COMPANY</b>		
\$10.50	854322-IN	LQ STORE FREIGHT
\$661.00	854322-IN	LQ STORE LIQUOR
<b>Total</b>		<b>PAUSTIS WINE COMPANY</b>
\$671.50		
<b>Paid Chk# 067593 4/14/2016 PC &amp; B PROPERTIES</b>		
\$400.00		ORCHARD LANE MONTHLY MAINTENANCE AGREEMENT
\$400.00		EASTVIEW APT MONTHLY MAINTENANCE AGREEMENT
\$400.00		5TH ST APT MONTHLY MAINTENANCE AGREEMENT
<b>Total</b>		<b>PC &amp; B PROPERTIES</b>
\$1,200.00		
<b>Paid Chk# 067594 4/14/2016 PETIT, LINDA</b>		
\$25.92		MULTIPURPOSE CENTER SUPPLIES- SHOPKO
<b>Total</b>		<b>PETIT, LINDA</b>
\$25.92		
<b>Paid Chk# 067595 4/14/2016 QUARNSTROM &amp; DOERING, P.A</b>		
\$3,500.00	TOOO.100	RETAINER-LITIGATION COST FOR CITY
<b>Total</b>		<b>QUARNSTROM &amp; DOERING, P.A</b>
\$3,500.00		
<b>Paid Chk# 067596 4/14/2016 SHARE CORPORATION</b>		
\$158.61	945083	PARK BATHROOM CLEANER
<b>Total</b>		<b>SHARE CORPORATION</b>
\$158.61		
<b>Paid Chk# 067597 4/14/2016 STREICHER S</b>		
\$252.95	11203459	J LIGHTY UNIFORM ALLOWANCE
<b>Total</b>		<b>STREICHER S</b>
\$252.95		
<b>Paid Chk# 067598 4/14/2016 SUBWAY OF TRACY</b>		
\$379.65		FIRE DEPT- FOOD FOR TRAINING
<b>Total</b>		<b>SUBWAY OF TRACY</b>
\$379.65		
<b>Paid Chk# 067599 4/14/2016 TRACY ACE HOME CENTER</b>		
\$96.96	A2351	SHOP-BATHROOM GRAB BARS
<b>Total</b>		<b>TRACY ACE HOME CENTER</b>
\$96.96		
<b>Paid Chk# 067600 4/14/2016 TRACY FOOD PRIDE</b>		

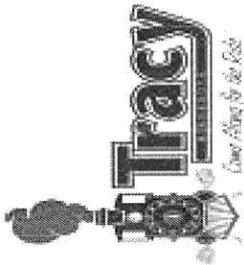
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$25.09	5529/109	MULTIPURPOSE CTR FOOD FOR RESALE
\$2.00	5529/143	VMC-SOAP
\$4.33	5529/196	LQ STORE MIX SUPPLIES
\$2.76	5529/196	LQ STORE SUPPLIES
\$5.58	5529/95	MULTIPURPOSE CTR FOOD FOR RESALE
\$14.68	5544/307	FIRE DEPT-SUPPLIES
\$36.35	5544/87	FIRE DEPT-SUPPLIES
<b>\$90.79</b>		
<b>Total TRACY FOOD PRIDE</b>		
Paid Chk# 067601	4/14/2016	TRACY PUBLISHING CO.
E 413-485-251		PRINTING & PUBLISHING-ADVER
E 412-482-321		OTHER CONTRACTUAL SERVICE
		\$135.00
		\$45.00
E 101-441-201		OFFICE SUPPLIES
E 608-498-251		PRINTING & PUBLISHING-ADVER
E 101-413-251		PRINTING & PUBLISHING-ADVER
		\$3.00 89781
		\$91.20 95847
		\$60.20 95853
<b>\$334.40</b>		
<b>Total TRACY PUBLISHING CO.</b>		
Paid Chk# 067602	4/14/2016	VAN IWAARDEN ASSOCIATES
E 101-464-321		OTHER CONTRACTUAL SERVICE
		\$2,200.00
<b>\$2,200.00</b>		
<b>Total VAN IWAARDEN ASSOCIATES</b>		
Paid Chk# 067603	4/14/2016	VARIETY FOODS LLC
E 601-491-909		LIQUOR-PACKAGED FOOD RESA
E 601-491-907		LIQUOR-STORE SUPPLIES
E 601-491-906		CIGARETTES
E 601-491-901		FREIGHT ON LIQUOR & BEER
E 601-491-904		MIX PURCHASES
		\$36.25 1205278
		\$35.66 1205278
		\$470.52 1205278
		\$3.00 1205278
		\$41.71 1205278
<b>\$587.14</b>		
<b>Total VARIETY FOODS LLC</b>		
Paid Chk# 067604	4/14/2016	WESTERN PRINTING
E 101-424-221		MAINTENANCE & REPAIR-EQUIP
		\$157.00 085422
<b>\$157.00</b>		
<b>Total WESTERN PRINTING</b>		
Paid Chk# 067605	4/14/2016	XCEL ENERGY
E 101-424-271		UTILITIES
E 101-432-271		UTILITIES
		\$775.91
		\$2,198.03
<b>Total WESTERN PRINTING</b>		
<b>FIRE DEPT UTILITIES</b>		
<b>STREET LIGHT UTILITIES</b>		
<b>FIRE DEPT MAGNETS</b>		
<b>GASB 67/68 SERVICES/CITY OF TRACY</b>		
<b>LQ STORE FOOD FOR RESALE</b>		
<b>LQ STORE SUPPLIES</b>		
<b>LQ STORE CIGARETTES</b>		
<b>LQ STORE FREIGHT</b>		
<b>LQ STORE MIX SUPPLIES</b>		

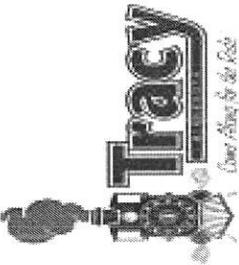


CITY OF TRACY

**\*Check Detail Register©**

APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
E 101-431-271	UTILITIES	365 E CRAIG AVE UTILITIES
<b>Total</b>	<b>XCEL ENERGY</b>	\$9.32
<b>Total</b>	<b>XCEL ENERGY</b>	\$2,983.26
Paid Chk# 067606	4/14/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	DRIVERS LICENSE 198
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>	\$144.00
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>	\$144.00
Paid Chk# 067607	4/14/2016	DL AND MV-MN DEPT PUB SAFETY
E 605-495-301	LICENSES & TAXES	MOTOR VEHICLE 198
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>	\$3,627.88
<b>Total</b>	<b>DL AND MV-MN DEPT PUB SAFETY</b>	\$3,627.88
Paid Chk# 067608	4/15/2016	CHS INC.
E 101-424-202	MOTOR FUELS & LUBRICANTS	FUEL OFFSET
E 101-431-202	MOTOR FUELS & LUBRICANTS	STREET DEPT FUEL
E 101-421-202	MOTOR FUELS & LUBRICANTS	POLICE DEPT FUEL
E 608-498-202	MOTOR FUELS & LUBRICANTS	SEWER DEPT FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS	FIRE DEPT FUEL
E 602-492-202	MOTOR FUELS & LUBRICANTS	UTILITY DEPT FUEL
<b>Total</b>	<b>CHS INC.</b>	\$1,752.04
Paid Chk# 067609	4/15/2016	VAST BROADBAND
E 601-491-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-425-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 607-451-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 605-495-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-421-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 201-471-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-413-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 602-492-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-431-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 608-498-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-417-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-424-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
E 101-441-231	COMMUNICATIONS-TELEPHONE	PHONE; INTERNET, CABLE
<b>Total</b>	<b>VAST BROADBAND</b>	\$2,270.48
Paid Chk# 067610	4/15/2016	ELAN FINANCIAL SERVICES



CITY OF TRACY

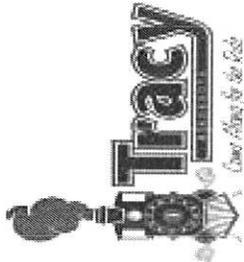
\*Check Detail Register©

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 607-451-241 TRAVEL CONFERENCES & SCHO	\$175.00		MARSHALL YMCA- LIFEGUARD TRAINING FOR R DAVIS
E 607-451-241 TRAVEL CONFERENCES & SCHO	\$70.00		AMERICAN RED CROSS- AQ SUPPLIES
E 101-421-125 UNIFORM ALLOWANCE	\$160.00		SHEELS- PD J LICHTY UNIFORM ALLOWANCE
E 607-451-241 TRAVEL CONFERENCES & SCHO	\$175.00		MARSHALL YMCA- LIFEGUARD TRAINING FOR E BONDERSON
E 607-451-241 TRAVEL CONFERENCES & SCHO	\$384.36		AMERICAN RED CROSS- AQ LIFEGUARD MANUALS, CPR MASKS
E 607-451-241 TRAVEL CONFERENCES & SCHO	(\$400.00)		CITY OF MARSHALL- AQ LIFEGUARD TRAINING REFUND FOR E BONDERSON AND A SWICK
E 101-425-241 TRAVEL CONFERENCES & SCHO	\$16.97		BUILDING INSPECTION- FOOD WHILE AT TRAINING
E 101-424-291 SUBS, MEMBRSHPS & CONTRBT	\$79.95		GRLEVELX SUPPORT- FIRE DEPT WEATHER SOFTWARE
E 101-441-910 LIBRARY SUPPLIES	\$83.06		AMAZON-LIBRARY SUPPLIES
E 101-441-435 BOOKS	\$69.80		WALMART-LIBRARY DVD'S
E 101-441-910 LIBRARY SUPPLIES	\$260.41		AMAZON-LIBRARY SUPPLIES
E 101-421-223 MAINTENANCE & REPAIR-OTHER	\$55.53		BLADE TECH- PD TASER HOLSTERS
E 101-421-241 TRAVEL CONFERENCES & SCHO	\$10.63		GRAIN EXCHANGE- PD FOOD WHILE AT TRAINING
E 101-441-435 BOOKS	\$81.84		WALMART-LIBRARY DVDS
E 607-451-241 TRAVEL CONFERENCES & SCHO	\$400.00	41366	CITY OF MARSHALL- LIFEGUARD TRAINING FOR E BONDERSON AND A SWICK
E 101-421-223 MAINTENANCE & REPAIR-OTHER	(\$6.94)	CM272755	STREICHERS- PD CREDIT ON TAX
E 101-413-201 OFFICE SUPPLIES	\$241.69	WO-184179	BERTELSON- ADMIN STORAGE BOXES
<b>Total ELAN FINANCIAL SERVICES</b>	<b>\$1,857.30</b>		
Paid Chk# 067611 4/15/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$5,073.68		MOTOR VEHICLE #199
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$5,073.68</b>		
Paid Chk# 067612 4/15/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$117.50		DRIVERS LICENSE #199
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$117.50</b>		
Paid Chk# 067613 4/18/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$5,638.75		MOTOR VEHICLE #200
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$5,638.75</b>		
Paid Chk# 067614 4/18/2016 DL AND MV-MN DEPT PUB SAFETY			

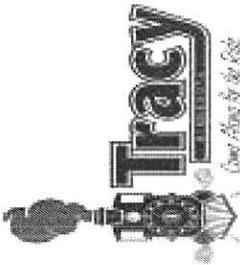
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 605-495-301 LICENSES & TAXES	\$176.25		DRIVERS LICENSE #200
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$176.25		
<b>Paid Chk# 067615 4/19/2016 DELTA DENTAL OF MN</b>			
E 101-441-126 HEALTH INSURANCE	\$24.80		MAY 2016 EMPLOYEE DENTAL
E 602-492-126 HEALTH INSURANCE	\$24.80		MAY 2016 EMPLOYEE DENTAL
E 101-431-126 HEALTH INSURANCE	\$99.20		MAY 2016 EMPLOYEE DENTAL
E 101-421-126 HEALTH INSURANCE	\$74.40		MAY 2016 EMPLOYEE DENTAL
<b>Total DELTA DENTAL OF MN</b>	\$223.20		
<b>Paid Chk# 067616 4/19/2016 DL AND MV-MN DEPT PUB SAFETY</b>			
E 605-495-301 LICENSES & TAXES	\$8,760.91		MOTOR VEHICLE #201
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$8,760.91		
<b>Paid Chk# 067617 4/19/2016 DL AND MV-MN DEPT PUB SAFETY</b>			
E 605-495-301 LICENSES & TAXES	\$38.50		DRIVERS LICENSE #201
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$38.50		
<b>Paid Chk# 067618 4/22/2016 AFLAC</b>			
G 101-21713 AFLAC ACCIDENT WITHHOLDING	\$82.31		EMPLOYEE CHECK WITHHOLDING
G 101-21715 AFLAC STD WITHHOLDING	\$26.33		EMPLOYEE CHECK WITHHOLDING
G 101-21712 AFLAC CANCER WITHHOLDING	\$69.16		EMPLOYEE CHECK WITHHOLDING
<b>Total AFLAC</b>	\$177.80		
<b>Paid Chk# 067619 4/22/2016 AFSCME</b>			
G 101-21723 AFSCME UNION WITHHOLDING	\$248.38		EMPLOYEE UNION DUES
<b>Total AFSCME</b>	\$248.38		
<b>Paid Chk# 067620 4/22/2016 BLUE CROSS BLUE SHIELD OF MN</b>			
G 101-21718 HEALTH INS PRETAX W/H	\$82.00		EMPLOYEE CHECK WITHHOLDING
<b>Total BLUE CROSS BLUE SHIELD OF MN</b>	\$82.00		
<b>Paid Chk# 067621 4/22/2016 LEELS</b>			
G 101-21724 LEELS UNION WITHHOLDING	\$63.02		POLICE UNION DUES
<b>Total LEELS</b>	\$63.02		
<b>Paid Chk# 067622 4/22/2016 NCPERS</b>			
G 101-21711 NCPERS WITHHOLDING	\$96.00		EMPLOYEE CHECK WITHHOLDING



CITY OF TRACY

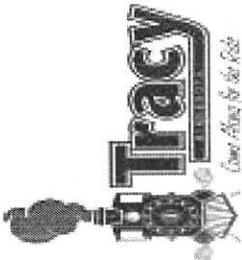
\*Check Detail Register©

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
<b>Total NCPERS</b>			
	\$96.00		
<b>USABEL LIFE</b>			
Paid Chk# 067623 4/22/2016			
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$7.20		LICHTY, APRIL LEIGH
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$20.80		RYKHUS, BRUCE
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$8.35		HINZ, LUANN JOAN
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$7.53		LAU, SANDRA R.
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$1.30		SCHULTZ, ALLEN JEFFERY
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$2.49		FASTENAU, ROCHELLE, M
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$3.15		BURCH, KIMBERLY JO
<b>Total USABEL LIFE</b>	\$50.82		
<b>DL AND MV-MN DEPT PUB SAFETY</b>			
Paid Chk# 067624 4/20/2016			
E 605-495-301 LICENSES & TAXES	\$5,004.15		MOTOR VEHICLE #202
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$5,004.15		
<b>DL AND MV-MN DEPT PUB SAFETY</b>			
Paid Chk# 067625 4/20/2016			
E 605-495-301 LICENSES & TAXES	\$67.75		DRIVERS LICENSE #202
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$67.75		
<b>ABDO, EICK &amp; MEYERS, LLP</b>			
Paid Chk# 067626 4/21/2016			
E 101-463-321 OTHER CONTRACTUAL SERVICE	\$2,725.00	365358	TRACY FIRE RELIEF-SERVICES RELATED TO STATE AUDITOR'S REPORTING FORM
<b>Total ABDO, EICK &amp; MEYERS, LLP</b>	\$2,725.00		
<b>ARCTIC GLACIER</b>			
Paid Chk# 067627 4/21/2016			
E 601-491-907 LIQUOR-STORE SUPPLIES	\$82.34	1948611007	LQ STORE ICE
E 601-491-907 LIQUOR-STORE SUPPLIES	\$45.82	1951610519	LQ STORE ICE
<b>Total ARCTIC GLACIER</b>	\$128.16		
<b>BAKER &amp; TAYLOR BOOKS</b>			
Paid Chk# 067628 4/21/2016			
E 101-441-435 BOOKS	\$115.51	2031885409	LIBRARY BOOKS
<b>Total BAKER &amp; TAYLOR BOOKS</b>	\$115.51		
<b>BELLBOY CORP</b>			
Paid Chk# 067629 4/21/2016			
E 601-491-902 LIQUOR PURCHASES	(\$159.00)	52188600	LQ STORE CREDIT
E 601-491-902 LIQUOR PURCHASES	\$482.70	53121400	LQ STORE LIQUOR
E 601-491-904 MIX PURCHASES	\$35.75	93758600	LQ STORE MIX SUPPLIES

CITY OF TRACY

**\*Check Detail Register©**



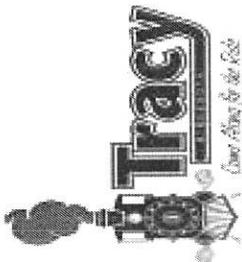
APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$70.18	93758600	LQ STORE CIGARETTES
<b>Total</b>	<b>BELLBOY CORP</b>	<b>\$429.63</b>
Paid Chk# 067630	4/21/2016	CENTURYLINK
E 602-492-231	COMMUNICATIONS-TELEPHONE	\$64.00
<b>Total</b>	<b>CENTURYLINK</b>	<b>\$64.00</b>
Paid Chk# 067631	4/21/2016	DAN S SHOP INC
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$13.59 72206
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$3.70 72694
<b>Total</b>	<b>DAN S SHOP INC</b>	<b>\$17.29</b>
Paid Chk# 067632	4/21/2016	DOLL DISTRIBUTING, LLC
E 601-491-903	BEER PURCHASES	\$3,074.80 586067
<b>Total</b>	<b>DOLL DISTRIBUTING, LLC</b>	<b>\$3,074.80</b>
Paid Chk# 067633	4/21/2016	G. H. PLUMBING & HEATING
E 101-431-321	OTHER CONTRACTUAL SERVICE	\$1,351.86 7980
E 602-492-222	MAINTENANCE & REPAIR-BUILD	\$1,358.75 8047
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$1,482.10 8048
<b>Total</b>	<b>G. H. PLUMBING &amp; HEATING</b>	<b>\$4,192.71</b>
Paid Chk# 067634	4/21/2016	HEGGIES PIZZA LLC
E 601-491-908	LIQUOR-PREPARED FOOD RESA	\$73.25 1190984
<b>Total</b>	<b>HEGGIES PIZZA LLC</b>	<b>\$73.25</b>
Paid Chk# 067635	4/21/2016	HOPE DAC
E 201-471-321	OTHER CONTRACTUAL SERVICE	\$116.27
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$60.22
<b>Total</b>	<b>HOPE DAC</b>	<b>\$176.49</b>
Paid Chk# 067636	4/21/2016	I & S GROUP INC
E 413-485-321	OTHER CONTRACTUAL SERVICE	\$3,050.00 35112
E 101-417-321	OTHER CONTRACTUAL SERVICE	\$113.75 35113
<b>Total</b>	<b>I &amp; S GROUP INC</b>	<b>\$3,163.75</b>

REHAB OF FLOORS OF EXISTING GRAVITY FILTERS  
GENERAL ENGINEERING & PLANNING SERVICES  
FOR MURRAY COUNTY HOSPICE

CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

Paid Chk#	Invoice	Check Amt	Invoice	Comment
<b>JOHN DEERE FINANCIAL</b>				
4/21/2016	JOHN DEERE FINANCIAL			
E 203-461-221	MAINTENANCE & REPAIR-EQUIP	(\$60.92)	2015628	CEMETERY 1445 MOWER IDLER RETURN
E 203-461-221	MAINTENANCE & REPAIR-EQUIP	\$6.60	2016691	1445 REPAIR-SNAP RINGS
E 101-462-221	MAINTENANCE & REPAIR-EQUIP	\$99.11	2018193	AIRPORT 580 TORO BEARING
E 203-461-221	MAINTENANCE & REPAIR-EQUIP	\$54.06	2018282	CEMETERY MOWER BEARING
<b>Total JOHN DEERE FINANCIAL</b>		<b>\$98.85</b>		
<b>JOHNSON BROTHERS LIQUOR CO.</b>				
4/21/2016	JOHNSON BROTHERS LIQUOR CO.			
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$15.90	5417461	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	\$921.53	5417461	LQ STORE LIQUOR
E 601-491-902	LIQUOR PURCHASES	\$128.00	5417462	LQ STORE LIQUOR
<b>Total JOHNSON BROTHERS LIQUOR CO.</b>		<b>\$1,065.43</b>		
<b>JOHNSON, DAVID C.</b>				
4/21/2016	JOHNSON, DAVID C.			
E 601-491-321	OTHER CONTRACTUAL SERVICE	\$42.00	734153	LQ STORE-CLEANING BEER LINES
<b>Total JOHNSON, DAVID C.</b>		<b>\$42.00</b>		
<b>LEAGUE OF MN CITIES INS TRUST</b>				
4/21/2016	LEAGUE OF MN CITIES INS TRUST			
E 101-417-124	WORKERS COMPENSATION	(\$208.39)	31980	2016 WORK COMP
E 601-491-124	WORKERS COMPENSATION	(\$6,880.17)	31980	2016 WORK COMP
E 607-451-124	WORKERS COMPENSATION	(\$2,036.97)	31980	2016 WORK COMP
E 608-498-124	WORKERS COMPENSATION	(\$552.88)	31980	2016 WORK COMP
E 602-492-124	WORKERS COMPENSATION	(\$1,030.40)	31980	2016 WORK COMP
E 201-471-124	WORKERS COMPENSATION	(\$94.58)	31980	2016 WORK COMP
E 101-441-124	WORKERS COMPENSATION	(\$222.23)	31980	2016 WORK COMP
E 101-431-124	WORKERS COMPENSATION	(\$16,573.37)	31980	2016 WORK COMP
E 101-424-124	WORKERS COMPENSATION	(\$4,890.58)	31980	2016 WORK COMP
E 101-418-124	WORKERS COMPENSATION	(\$1,575.60)	31980	2016 WORK COMP
E 101-411-124	WORKERS COMPENSATION	(\$56.90)	31980	2016 WORK COMP
E 101-413-124	WORKERS COMPENSATION	(\$1,192.65)	31980	2016 WORK COMP
E 101-421-124	WORKERS COMPENSATION	(\$6,379.28)	31980	2016 WORK COMP
E 101-441-124	WORKERS COMPENSATION	\$222.23	31980	2016 WORK COMP
E 607-451-124	WORKERS COMPENSATION	\$2,036.97	31980	2016 WORK COMP
E 608-498-124	WORKERS COMPENSATION	\$552.88	31980	2016 WORK COMP
E 602-492-124	WORKERS COMPENSATION	\$1,030.40	31980	2016 WORK COMP
E 101-413-124	WORKERS COMPENSATION	\$1,192.65	31980	2016 WORK COMP
E 201-471-124	WORKERS COMPENSATION	\$94.58	31980	2016 WORK COMP



CITY OF TRACY

\*Check Detail Register©

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 101-411-124	\$56.90	31980	2016 WORK COMP
E 101-431-124	\$16,573.37	31980	2016 WORK COMP
E 101-421-124	\$6,379.28	31980	2016 WORK COMP
E 101-418-124	\$1,575.60	31980	2016 WORK COMP
E 101-417-124	\$208.39	31980	2016 WORK COMP
E 101-424-124	\$4,890.58	31980	2016 WORK COMP
E 601-491-124	\$6,880.17	31980	2016 WORK COMP
<b>Total</b>	<b>\$0.00</b>		

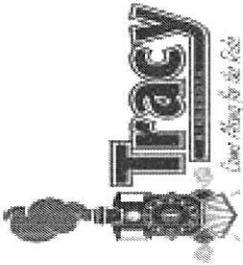
**Total LEAGUE OF MN CITIES INS TRUST**

Paid Chk#	4/21/2016	LYON COUNTY ATTORNEY	STATE OF MN VS JERRY WESTBERG
E 101-416-321	OTHER CONTRACTUAL SERVICE	\$120.00	2785
<b>Total</b>	<b>LYON COUNTY ATTORNEY</b>	<b>\$120.00</b>	

Paid Chk#	4/21/2016	LYON COUNTY AUDITOR	
E 101-463-301	LICENSES & TAXES	\$20,910.00	15239
E 101-463-301	LICENSES & TAXES	\$37.82	15240
E 101-463-301	LICENSES & TAXES	\$214.68	15254
E 101-463-301	LICENSES & TAXES	\$8.20	15255
E 806-417-301	LICENSES & TAXES	\$62.94	15271
E 806-417-301	LICENSES & TAXES	\$58.32	15274
E 806-417-301	LICENSES & TAXES	\$63.72	15275
E 806-417-301	LICENSES & TAXES	\$9.56	15305
E 806-417-301	LICENSES & TAXES	\$4.52	15306
E 101-463-301	LICENSES & TAXES	\$80.00	15341
E 806-417-301	LICENSES & TAXES	\$15.00	15347
E 101-463-301	LICENSES & TAXES	\$15.00	15382
E 101-463-301	LICENSES & TAXES	\$15.00	15403
E 407-417-301	LICENSES & TAXES	\$15.00	15502
E 407-417-301	LICENSES & TAXES	\$95.00	15518
E 101-463-301	LICENSES & TAXES	\$12.44	15848
E 101-463-301	LICENSES & TAXES	\$99.32	15869
E 101-463-301	LICENSES & TAXES	\$13.62	15871
E 806-417-301	LICENSES & TAXES	\$29.88	16184
E 101-463-301	LICENSES & TAXES	\$388.00	16271
E 101-463-301	LICENSES & TAXES	\$388.00	16272
E 101-463-301	LICENSES & TAXES	\$388.00	16273
E 101-463-301	LICENSES & TAXES	\$388.00	16279

CITY OF TRACY

\*Check Detail Register©



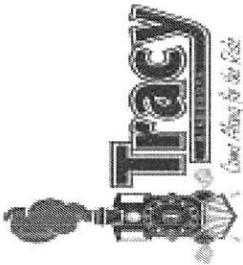
APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 101-463-301	\$388.00	16280	31-168007-0
E 101-463-301	\$160.00	16281	31-168008-0
E 101-463-301	\$160.00	16282	31-168009-0
E 101-463-301	\$160.00	16283	31-168010-0
E 101-463-301	\$106.00	16284	31-168011-0
E 101-463-301	\$38.00	16285	31-168012-0
E 101-463-301	\$38.00	16286	31-168013-0
E 101-463-301	\$372.00	16287	31-170001-0
E 101-463-301	\$370.00	16288	31-170002-0
E 405-417-301	\$95.00	16302	31-173001-0
E 806-417-301	\$15.00	16305	31-173004-0
E 405-417-301	\$95.00	16307	31-173005-0
E 101-463-301	\$3,850.00	16392	31-182011-0
E 101-463-301	\$23.76	16432	31-182048-0
E 101-463-301	\$1.34	4354	31-014008-0
E 101-463-301	\$6.54	4365	13-015009-0
<b>Total LYON COUNTY AUDITOR</b>	<b>\$29,190.66</b>		

Paid Chk#	4/21/2016	MARCO	
E 101-413-321	\$199.80	INV3259440	CITY HALL COPIER CONTRACT
<b>Total MARCO</b>	<b>\$199.80</b>		
Paid Chk#	4/21/2016	MIDWEST SUPPLY CO.	
E 101-431-222	\$11.34	226428	SHOP BATHROOM PAINT
E 203-461-221	\$4.41	226435	1445 JOHN DEERE PINS
E 101-462-221	\$7.71	226504	AIRPORT MOWER-CASTOS BOLTS
E 101-462-221	\$36.99	226554	580 AIRPORT DIESEL BIOCID
E 101-431-223	\$7.90	226590	TEST LEADS
E 101-431-223	\$27.50	226601	SHOP TOOL-GRINDING DISC/MOWER BLADE SHARPENING
E 101-418-222	\$4.98	226654	VMC TOILET CLEANER
E 101-431-223	\$15.54	226659	SHOP TOOL-HAND SAW BLADES
E 602-492-125	\$138.45	226694	A SCHULTZ UNIFORM ALLOWANCE
E 101-426-223	\$30.98	226794	SIREN BIRD SCREEN
E 101-431-223	\$15.63	226825	SWIFT LAKE SHOWER SUPPLIES
E 607-451-222	\$22.17	226853	AQ KEYS
E 101-431-222	\$9.95	226863	STREET DEPT- PADLOCK EXTRA KEYS

CITY OF TRACY

\*Check Detail Register©

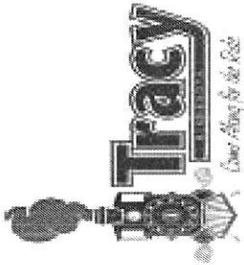


APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$7.48	226865	VMC SUPPLIES
\$2.99	226889	PAINT MIXER
\$150.00	K26841	D PETERSON UNIFORM ALLOWANCE
<b>Total MIDWEST SUPPLY CO.</b>		
\$494.02		
<hr/>		
Paid Chk# 067645	4/21/2016	MN DEPT HEALTH
E 607-451-301		LICENSES & TAXES
\$745.00		
<b>Total MN DEPT HEALTH</b>		
\$745.00		
<hr/>		
Paid Chk# 067646	4/21/2016	MOREY SMALL ENGINE SPECIALTY
E 101-431-223		MAINTENANCE & REPAIR-OTHER
\$28.90	5960	
\$28.90		
<b>Total MOREY SMALL ENGINE SPECIALTY</b>		
\$28.90		
<hr/>		
Paid Chk# 067647	4/21/2016	MOSS & BARNETT, P.A
E 101-463-321		OTHER CONTRACTUAL SERVICE
\$503.00	644724	
\$503.00		
<b>Total MOSS &amp; BARNETT, P.A</b>		
\$503.00		
<hr/>		
Paid Chk# 067648	4/21/2016	MTI DISTRIBUTING CO
E 101-462-221		MAINTENANCE & REPAIR-EQUIP
\$449.95	1058532-00	
\$66.16	1058532-00	
\$516.11		
<b>Total MTI DISTRIBUTING CO</b>		
\$516.11		
<hr/>		
Paid Chk# 067649	4/21/2016	OLSON & JOHNSON INT L INC
E 602-492-221		MAINTENANCE & REPAIR-EQUIP
\$150.41	310925	
\$150.41		
<b>Total OLSON &amp; JOHNSON INT L INC</b>		
\$150.41		
<hr/>		
Paid Chk# 067650	4/21/2016	PHILLIPS WINE & SPIRITS
E 601-491-902		LIQUOR PURCHASES
\$2,449.04	2960297	
\$48.51	2960297	
\$2,497.55		
<b>Total PHILLIPS WINE &amp; SPIRITS</b>		
\$2,497.55		
<hr/>		
Paid Chk# 067651	4/21/2016	PRAXAIR DIST.
E 101-431-321		OTHER CONTRACTUAL SERVICE
\$35.76	72779787	
\$35.76		
<b>Total PRAXAIR DIST.</b>		
\$35.76		
<hr/>		
Paid Chk# 067652	4/21/2016	RITEWAY

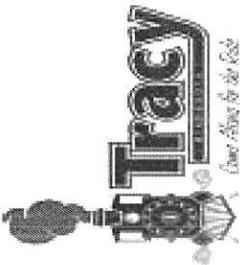
CITY OF TRACY

\*Check Detail Register©



APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$1,844.11	16-31225	UTILITY BILL FORMS
<b>Total</b>	<b>RITEWAY</b>	<b>\$1,844.11</b>
<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>		
\$1.85	1397355	LQ STORE FREIGHT
\$8.01	1397356	LQ STORE FREIGHT
\$504.73	1397356	LQ STORE LIQUOSR
<b>Total</b>	<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>	<b>\$514.59</b>
<b>401 5TH ST SECURITY DEPOSIT REFUND</b>		
\$653.24		
<b>Total</b>	<b>TACKETT, THOR</b>	<b>\$653.24</b>
<b>TRACY AUTO VALUE</b>		
(\$65.57)		CREDIT ON ACCT
\$5.49	35059422	79 FORD RADIATOR CAP
\$396.72	35060870	SIREN BATTERIES
\$14.99	35060891	EQUIP REPAIR-LOCATE PRIMER
\$28.68	35061116	SHOP-BRAKE PARTS CLEANER
\$4.99	35061116	580 TORO STARTING FLUID
\$6.99	35061127	AIRPORT TORO 580 REPAIR-ETHER REPAIR SYSTEM
\$1.02	35061136	TORO 580 OIL TUBE
\$16.98	35061145	STREET SWEEPER BULBS
\$14.99	35061198	TORO 328D U JOINT
\$10.48	35061298	L8000 TRUCK REPAIR-AIR LINE
<b>Total</b>	<b>TRACY AUTO VALUE</b>	<b>\$435.76</b>
<b>TRACY PUBLISHING CO.</b>		
\$18.46	89820	AQ POOL BROCHURES
\$91.20	95871	SUMP PUMP AD
\$60.20	95873	APPEALS AND EQUAL AD
\$325.00	95898	VISITORS GUIDE AD
\$160.00	95903	LQ STORE AD
<b>Total</b>	<b>TRACY PUBLISHING CO.</b>	<b>\$654.86</b>
<b>USABEL LIFE</b>		
\$88.45		MAY 2016 EMPLOYEE LIFE, STD AND ADD



CITY OF TRACY

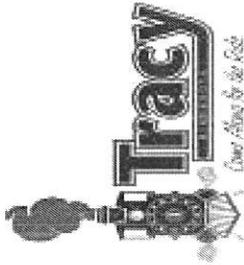
\*Check Detail Register©

APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$51.92		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$14.45		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$70.20		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$46.01		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$11.55		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$41.98		MAY 2016 EMPLOYEE LIFE, STD AND ADD
\$12.95		MAY 2016 EMPLOYEE LIFE, STD AND ADD
<b>Total USABEL LIFE</b>		
\$337.51		
<b>Paid Chk# 067658 4/21/2016 VARIETY FOODS LLC</b>		
\$3.00	1206656	LQ STORE FREIGHT
\$314.88	1206656	LQ STORE CIGARETTES
\$51.05	1206656	LQ STORE SUPPLIES
\$48.41	1206656	LQ STORE PACKAGED FOOD FOR RESALE
\$236.16	1206937	LQ STORE CIGARETTES
\$25.95	1207112	LQ STORE PACKAGED FOOD FOR RESALE
<b>Total VARIETY FOODS LLC</b>		
\$679.45		
<b>Paid Chk# 067659 4/21/2016 VIKING COCA - COLA BOTTLING</b>		
\$273.00	1711374	LQ STORE POP FOR MIXES
<b>Total VIKING COCA - COLA BOTTLING</b>		
\$273.00		
<b>Paid Chk# 067660 4/21/2016 XCEL ENERGY</b>		
\$89.92		SEWER LIFT UTILITIES
\$11.75		3298 US HWY 14 UTILITIES
\$13.72		508 CIRCLE DR UTILITIES
\$23.86		AQ UTILITIES
\$13.09		SWIFT LAKE PARK UTILITIES
\$65.85		458 AND 466 5TH ST UTILITIES
\$23.50		MTR BY CITY HALL UTILITIES
\$540.28		ARMORY UTILITIES
\$519.02		MULTIPURPOSE CENTER UTILITIES
\$13.72		UPSTAIRS OF MULTIPURPOSE CENTER
\$296.03		VMC UTILITIES
\$13.27		VELTA PARK UTILITIES
\$11.97		283 1/2 ELM ST UTILITIES
\$15.48		SEWAGE METERING STATION UTILITIES

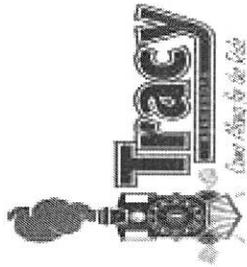
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 101-426-271 UTILITIES	\$8.17		SOUTH ST SIREN
E 602-492-271 UTILITIES	\$578.77		WATER PUMPING WELLS UTILITES
E 601-491-271 UTILITIES	\$771.78		LQ STORE UTILITIES
E 602-492-271 UTILITIES	\$122.95		110 6TH ST UTILITIES
E 101-431-271 UTILITIES	\$98.34		BAND SHELL UTILITIES
E 101-432-271 UTILITIES	\$149.94		299 SOUTH ST UTILITIES
E 101-441-271 UTILITIES	\$214.40		LIBRARY UTILITIES
E 602-492-271 UTILITIES	\$1,333.02		1156 CRAIG AVE UTILITIES
E 101-462-271 UTILITIES	\$14.17	497281121	AIRPORT UTILITIES
E 101-462-271 UTILITIES	\$210.54	497482527	AIRPORT UTILITIES
<b>Total XCEL ENERGY</b>	<b>\$5,153.54</b>		
Paid Chk# 067661 4/21/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$1,779.25		MOTOR VEHICLE #203
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$1,779.25</b>		
Paid Chk# 067662 4/21/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$39.00		DRIVERS LICENSE #203
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$39.00</b>		
Paid Chk# 067663 4/22/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$5,255.74		MOTOR VEHICLE #204
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$5,255.74</b>		
Paid Chk# 067664 4/22/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$161.50		DRIVERS LICENSE #204
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$161.50</b>		
Paid Chk# 067665 4/25/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$88.50		DRIVER LICENSE #205
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$88.50</b>		
Paid Chk# 067666 4/25/2016			DL AND MV-MN DEPT PUB SAFETY
E 605-495-301 LICENSES & TAXES	\$3,614.00		MOTOR VEHICLE #205
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$3,614.00</b>		
Paid Chk# 067667 4/26/2016			DL AND MV-MN DEPT PUB SAFETY

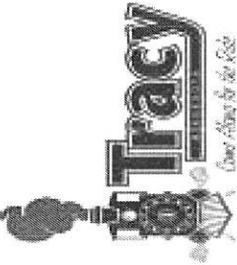


CITY OF TRACY

\*Check Detail Register©

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 605-495-301 LICENSES & TAXES	\$4,154.69		MOTOR VEHICLE #206
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$4,154.69		
Paid Chk# 067668 4/26/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$74.25		DRIVERS LICENSE #206
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$74.25		
Paid Chk# 067669 4/27/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$3,103.25		MOTOR VEHICLE #207
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$3,103.25		
Paid Chk# 067670 4/27/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$45.00		DRIVERS LICENSE #207
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$45.00		
Paid Chk# 067671 4/28/2016 SOUTHWEST SANITATION, INC.			
E 604-494-321 OTHER CONTRACTUAL SERVICE	\$9,590.08		MONTHLY REFUSE CONTRACT
<b>Total SOUTHWEST SANITATION, INC.</b>	\$9,590.08		
Paid Chk# 067672 4/28/2016 TRACY POST OFFICE			
E 604-494-201 OFFICE SUPPLIES	\$239.33		WATER BILL POSTAGE
<b>Total TRACY POST OFFICE</b>	\$239.33		
Paid Chk# 067673 4/28/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$2,858.00		MOTOR VEHICLE #208
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$2,858.00		
Paid Chk# 067674 4/28/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$36.50		DRIVERS LICENSE #208
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$36.50		
Paid Chk# 067675 4/28/2016 AMERIPRIDE LINEN & APPAREL INC			
E 601-491-321 OTHER CONTRACTUAL SERVICE	\$82.92	2800623114	LQ STORE TOWEL SERVICE
<b>Total AMERIPRIDE LINEN &amp; APPAREL INC</b>	\$82.92		
Paid Chk# 067676 4/28/2016 ARCTIC GLACIER			
E 601-491-907 LIQUOR-STORE SUPPLIES	\$45.82	1951611803	LQ STORE ICE



CITY OF TRACY

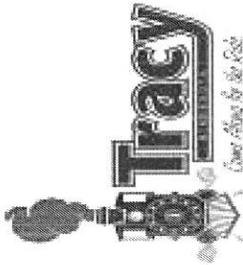
**\*Check Detail Register©**

APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
Total	ARCTIC GLACIER	\$45.82
Paid Chk# 067677	4/28/2016 BAKER & TAYLOR BOOKS	
E 101-441-435	BOOKS	\$52.43 2031905240 LIBRARY BOOKS
Total	BAKER & TAYLOR BOOKS	\$52.43
Paid Chk# 067678	4/28/2016 BANYON DATA SYSTEMS, INC.	
E 602-492-321	OTHER CONTRACTUAL SERVICE	\$295.00 00154244 UB METER DEVICE SUPPORT
Total	BANYON DATA SYSTEMS, INC.	\$295.00
Paid Chk# 067679	4/28/2016 BEVERAGE WHOLESALERS, INC.	
E 601-491-903	BEER PURCHASES	\$4,266.10 597064 LQ STORE BEER
E 601-491-903	BEER PURCHASES	\$3,926.87 598036 LQ STORE BEER
Total	BEVERAGE WHOLESALERS, INC.	\$8,192.97
Paid Chk# 067680	4/28/2016 BREAKTHRU BEVERAGE MN WINE	
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$3.70 1080461028 LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	\$281.40 1080461028 LQ STORE LIQUOR
Total	BREAKTHRU BEVERAGE MN WINE	\$285.10
Paid Chk# 067681	4/28/2016 CNA SURETY	
E 602-492-301	LICENSES & TAXES	\$100.00 71292245 MN UTILITY PERMIT CONTINUING
Total	CNA SURETY	\$100.00
Paid Chk# 067682	4/28/2016 CONSTRUCTION PROD. & CONSULTAN	
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$77.50 539195 AIR COMPRESSOR HOSE
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	\$77.50 539195 AIR COMPRESSOR HOSE
Total	CONSTRUCTION PROD. & CONSULTAN	\$155.00
Paid Chk# 067683	4/28/2016 DAKOTA TOM S INC.	
E 601-491-908	LIQUOR-PREPARED FOOD RESA	\$38.06 457279 LQ STORE FOOD FOR RESALE
Total	DAKOTA TOM S INC.	\$38.06
Paid Chk# 067684	4/28/2016 DESMET WELDORS & MACHINE CO.	
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$16.00 0076429 CHAINSAW SHARPNER
Total	DESMET WELDORS & MACHINE CO.	\$16.00
Paid Chk# 067685	4/28/2016 DOLL DISTRIBUTING, LLC	

CITY OF TRACY

\*Check Detail Register©

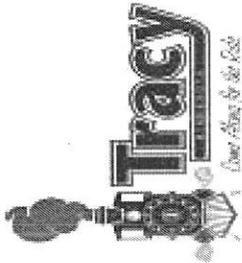


APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 601-491-903 BEER PURCHASES	\$1,742.70	590346	LQ STORE BEER
<b>Total DOLL DISTRIBUTING, LLC</b>	<b>\$1,742.70</b>		
<b>Paid Chk# 067686 4/28/2016 DON S REPAIR</b>			
E 101-421-221 MAINTENANCE & REPAIR-EQUIP	\$47.36	0024220	PD DODGE OIL CHANGE
E 101-421-221 MAINTENANCE & REPAIR-EQUIP	\$67.70	0024221	PD FORD OIL CHANGE
<b>Total DON S REPAIR</b>	<b>\$115.06</b>		
<b>Paid Chk# 067687 4/28/2016 ENVIRO MASTER, INC.</b>			
E 601-491-321 OTHER CONTRACTUAL SERVICE	\$66.26	529762	LQ BATHROOM CLEANING SERVICES
<b>Total ENVIRO MASTER, INC.</b>	<b>\$66.26</b>		
<b>Paid Chk# 067688 4/28/2016 FLEXIBLE PIPE TOOL COMPANY</b>			
E 608-498-221 MAINTENANCE & REPAIR-EQUIP	\$421.55	19845	VACTRUCK PARTS
<b>Total FLEXIBLE PIPE TOOL COMPANY</b>	<b>\$421.55</b>		
<b>Paid Chk# 067689 4/28/2016 HARRY S FROZEN FOODS</b>			
E 601-491-908 LIQUOR-PREPARED FOOD RESA	\$265.50	25084	LQ STORE FOOD FOR RESALE
<b>Total HARRY S FROZEN FOODS</b>	<b>\$265.50</b>		
<b>Paid Chk# 067690 4/28/2016 I &amp; S GROUP INC</b>			
E 413-485-321 OTHER CONTRACTUAL SERVICE	\$557.00	35164	WATERWATER IMPROVEMENT PROFESSIONAL SERVICES THROUGH 3-31-16
E 413-485-321 OTHER CONTRACTUAL SERVICE	\$3,308.00	35165	WASTEWATER IMPROVEMENT PROGRESS BILLING THROUGH 3-31-16
<b>Total I &amp; S GROUP INC</b>	<b>\$3,865.00</b>		
<b>Paid Chk# 067691 4/28/2016 JOHNSON BROTHERS LIQUOR CO.</b>			
E 601-491-901 FREIGHT ON LIQUOR & BEER	\$17.49	5422862	LQ STORE FREIGHT
E 601-491-902 LIQUOR PURCHASES	\$856.44	5422862	LQ STORE LIQUOR
E 601-491-902 LIQUOR PURCHASES	(\$53.59)	571102	LQ STORE LIQUOR CREDIT
<b>Total JOHNSON BROTHERS LIQUOR CO.</b>	<b>\$820.34</b>		
<b>Paid Chk# 067692 4/28/2016 LEAGUE OF MN CITIES INS TRUST</b>			
E 201-471-124 WORKERS COMPENSATION	\$94.59		2016 WORK COMP
E 101-418-124 WORKERS COMPENSATION	\$1,575.70		2016 WORK COMP
E 607-451-124 WORKERS COMPENSATION	\$2,037.11		2016 WORK COMP
E 608-498-124 WORKERS COMPENSATION	\$552.92		2016 WORK COMP

CITY OF TRACY

\*Check Detail Register©

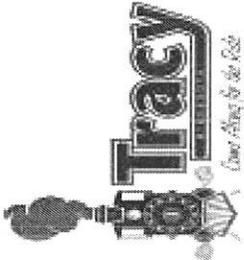


APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 602-492-124	\$1,030.47		2016 WORK COMP
E 601-491-124	\$6,881.10		2016 WORK COMP
E 101-441-124	\$222.24		2016 WORK COMP
E 101-431-124	\$16,574.47		2016 WORK COMP
E 101-421-124	\$6,379.70		2016 WORK COMP
E 101-411-124	\$56.91		2016 WORK COMP
E 101-413-124	\$1,192.89		2016 WORK COMP
E 101-424-124	\$4,890.90		2016 WORK COMP
<b>Total LEAGUE OF MN CITIES INS TRUST</b>	<b>\$41,489.00</b>		
<b>Paid Chk# 067693 4/28/2016 LOCATORS &amp; SUPPLIES, INC.</b>			
E 101-431-223	\$75.47	0244347-IN	PPE- VESTS
E 101-431-125	\$65.00	0244347-IN	P DESMITH UNIFORM ALLOWANCE
E 608-498-223	\$83.14	0244532-IN	UPDATE FIRST AID KITS IN TRUCKS PER NEW OSHA STANDARDS
E 203-461-223	\$83.14	0244532-IN	UPDATE FIRST AID KITS IN TRUCKS PER NEW OSHA STANDARDS
E 101-431-223	\$498.90	0244532-IN	UPDATE FIRST AID KITS IN TRUCKS PER NEW OSHA STANDARDS
E 101-425-223	\$83.14	0244532-IN	UPDATE FIRST AID KITS IN TRUCKS PER NEW OSHA STANDARDS
E 602-492-223	\$83.14	0244532-IN	UPDATE FIRST AID KITS IN TRUCKS PER NEW OSHA STANDARDS
<b>Total LOCATORS &amp; SUPPLIES, INC.</b>	<b>\$971.93</b>		
<b>Paid Chk# 067694 4/28/2016 LYON CO HAZARD. WASTE FACILITY</b>			
E 101-418-222	\$30.50	1246296	VMC TELEVISION/ LIGHT BULB DISPOSAL
E 201-471-222	\$6.00	1246296	MULTIPURPOSE CENTER LIGHT BULB DISPOSAL
E 101-431-222	\$26.25	1246296	SHOP BULD DISPOSAL
<b>Total LYON CO HAZARD. WASTE FACILITY</b>	<b>\$62.75</b>		
<b>Paid Chk# 067695 4/28/2016 LYON COUNTY ASSESSORS OFFICE</b>			
E 101-415-321	\$11,675.00	1526	CITY ASSESSMENT SERVICES
<b>Total LYON COUNTY ASSESSORS OFFICE</b>	<b>\$11,675.00</b>		
<b>Paid Chk# 067696 4/28/2016 MARCO DALLAS</b>			
E 101-441-321	\$64.89	18613927	LIBRARY COPIER LEASE
E 601-491-321	\$61.31	18613928	LQ STORE COPIER LEASE

CITY OF TRACY

**\*Check Detail Register©**

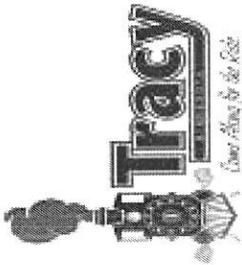


APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$86.87	18613929	PD COPIER LEASE
\$213.07		
<b>Total MARCO DALLAS</b>		
<b>Paid Chk# 067697 4/28/2016 MARSHALL AREA CHAMBER</b>		
\$4,000.00	15822	EDA SERVICE CONTRACT
\$4,000.00		
<b>Total MARSHALL AREA CHAMBER</b>		
<b>Paid Chk# 067698 4/28/2016 MIDWEST SUPPLY CO.</b>		
\$8.98	226908	POOL PARK DOOR PAINT
\$109.99	226949	CEMETERY-GRASS SEED
\$8.98	226968	POOL PARK DOOR PAINT
\$60.98	227016	SHOP-EQUIP REPAIR/ BOLTS
\$39.99	227051	VMC-ROUNDUP
\$37.98	227215	MULTIPURPOSE CENTER PAPER TOWELS
\$2.99	227227	VMC-SPARK PLUG CLAMP
\$18.30	227290	GRINDNG WHEEL
\$1.99	227300	PUSH MOWER FUEL LINE
\$4.99	227312	SHOP TOOL- WINDOW SQUEEGEE
\$7.16	227318	SHOP EQUIP- NUTS AND BOLTS FOR CHAINSAW BLADE SHARPNER
\$302.33		
<b>Total MIDWEST SUPPLY CO.</b>		
<b>Paid Chk# 067699 4/28/2016 MINNWEST BANK</b>		
\$1,985.26		EASTVIEW LOAN
\$167.09		EASTVIEW LOAN
\$2,152.35		
<b>Total MINNWEST BANK</b>		
<b>Paid Chk# 067700 4/28/2016 OLD DUTCH FOODS INC</b>		
\$18.20	27712480	LQ STORE FOOD FOR RESALE
\$18.20		
<b>Total OLD DUTCH FOODS INC</b>		
<b>Paid Chk# 067701 4/28/2016 OLSON &amp; JOHNSON INT L INC</b>		
\$122.63	308986	FIRE DEPT FILTERS
\$12.24	309074	FIRE DEPT-FILTERS
\$53.65	309807	FIRE DEPT-FILTERS
(\$93.61)	CM285364	FIRE DEPT- FILTERS CREDIT
\$94.91		
<b>Total OLSON &amp; JOHNSON INT L INC</b>		

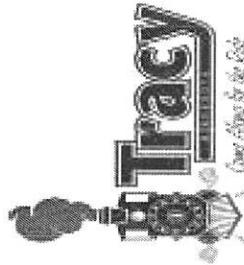
CITY OF TRACY

\*Check Detail Register©



APRIL 2016 to MAY 2016

Paid Chk#	Invoice	Check Amt	Invoice	Comment
<b>RITEWAY</b>				
E 605-495-201	OFFICE SUPPLIES	\$458.28	16-31226	LASER AP CK
<b>Total RITEWAY</b>		\$458.28		
<b>TRACY ACE HOME CENTER</b>				
Paid Chk# 067703	4/28/2016			
E 101-431-222	MAINTENANCE & REPAIR-BUILD	(\$39.20)	B7094	SHOP TOOL RETURN
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$2.38	B7493	POOL BATHROOM SIGNAGE
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$102.08	B7497	PARK PICNIC TABLES REPAIRS
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$36.98	B7516	SHOP DRILL BITS
E 101-431-222	MAINTENANCE & REPAIR-BUILD	\$694.33	C1168	SEBASTIAN PARK BATHROOM DOOR SLAB
<b>Total TRACY ACE HOME CENTER</b>		\$796.57		
<b>TRACY AUTO VALUE</b>				
Paid Chk# 067704	4/28/2016			
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$150.43	35061350	87 PLOW TRUCK MUFFLER
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$50.28	35061350	87 PLOW TRUCK MUFFLER
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$9.24	35061398	1987 L8000 MUFFLER CLAMPS
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$27.73	35061398	1987 L8000 MUFFLER CLAMPS
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$11.24	35061496	DUMP TRUCK MUFFLER CLAMP
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$3.75	35061496	DUMP TRUCK MUFFLER CLAMP
E 203-461-221	MAINTENANCE & REPAIR-EQUIP	\$2.99	35061753	CEMETERY PUSH MOWER SPARK PLUG
<b>Total TRACY AUTO VALUE</b>		\$255.66		
<b>TRACY FOOD PRIDE</b>				
Paid Chk# 067705	4/28/2016			
E 601-491-907	LIQUOR-STORE SUPPLIES	\$5.49	5529/140	LQ STORE SUPPLIES
E 601-491-904	MIX PURCHASES	\$8.66	5529/140	LQ STORE MIX SUPPLIES
E 201-471-905	RESALE PURCHASES	\$18.89	5529/257	MULTIPURPOSE CENTER FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES	\$25.13	5529/314	MULTIPURPOSE CENTER FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES	\$16.96	5529/316	MULTIPURPOSE CENTER-FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES	\$5.49	5529/346	MULTIPURPOSE CENTER FOOD FOR RESALE
E 101-424-241	TRAVEL CONFERENCES & SCHO	\$49.24	5544/252	FIRE DEPT- POP FOR TRAINING
<b>Total TRACY FOOD PRIDE</b>		\$129.86		
<b>TRACY POST OFFICE</b>				
Paid Chk# 067706	4/28/2016			
E 602-492-301	LICENSES & TAXES	\$215.00		POSTAGE PRESORT PERMIT
<b>Total TRACY POST OFFICE</b>		\$215.00		
Paid Chk# 067707	4/28/2016			
<b>TRACY PUBLISHING CO.</b>				



CITY OF TRACY

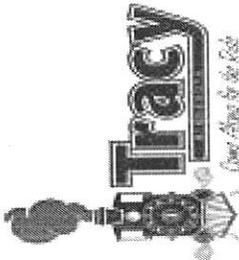
**\*Check Detail Register©**

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 101-418-222	\$124.49	89874	VMC CASE OF TOILET PAPER
E 101-421-201	\$9.75	90029	PD FILE FOLDERS
E 602-492-251	\$321.60	95936	ANNUAL CONSUMER CONF REPORT
E 607-451-251	\$105.00	95940	AQ HELP AD
<b>Total</b>	<b>\$560.84</b>		
<b>Paid Chk# 067708 4/28/2016 U.S. BANK TRUST N.A.</b>			
E 411-417-321	\$800.00	4273060	BOND AGENT PAYING FEES
E 505-487-321	\$800.00	4273061	BOND AGENT PAYING FEES
<b>Total</b>	<b>\$1,600.00</b>		
<b>Paid Chk# 067709 4/28/2016 VARIETY FOODS LLC</b>			
E 601-491-907	\$65.69	1207989	LQ STORE SUPPLIES
E 601-491-301	\$3.00	1207989	LQ STORE FREIGHT
E 601-491-906	\$471.72	1207989	LQ STORE CIGARETTES
E 601-491-908	\$19.95	1207989	LQ STORE FOOD FOR RESALE
E 601-491-909	\$15.30	1207989	LQ STORE FOOD FOR RESALE
<b>Total</b>	<b>\$575.66</b>		
<b>Paid Chk# 067710 4/28/2016 VERIZON WIRELESS</b>			
E 101-421-231	\$59.41		PD COMMUNICATIONS
E 602-492-231	\$22.12		WATER DEPT COMMUNICATIONS
E 608-498-231	\$10.99		BUILDING INSPEC COMMUNICATIONS
E 101-421-231	\$35.03		PD COMMUNICATIONS
E 602-492-231	\$10.98		BUILDING INSPEC COMMUNICATIONS
E 101-431-231	\$32.95		STREET DEPT COMMUNICATIONS
E 101-421-231	\$35.03		PD COMMUNICATIONS
E 203-461-231	\$22.14		GROUP LEADER COMMUNICATIONS
E 101-425-231	\$10.98		BUILDING INSPEC COMMUNICATIONS
<b>Total</b>	<b>\$239.63</b>		
<b>Paid Chk# 067711 4/28/2016 WESTECH</b>			
E 602-492-221	\$125.00	58753	FILTER# 1 PROJECT-STRAINERS FOR FILTER
<b>Total</b>	<b>\$125.00</b>		
<b>Paid Chk# 067712 4/28/2016 XCEL ENERGY</b>			
E 101-426-271	\$8.21		GREENWOOD FIRE SIREN

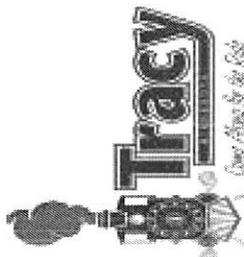
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 101-432-271 UTILITIES	\$137.05		421 SOUTH ST UTILITIES
<b>Total XCEL ENERGY</b>	<b>\$145.26</b>		
Paid Chk# 067713 4/29/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$50.50		DRIVERS LICENSE #209
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$50.50</b>		
Paid Chk# 067714 4/29/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$3,268.50		MOTOR VEHICLE #209
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$3,268.50</b>		
Paid Chk# 067715 5/2/2016 EDWARDS, JOHN			
E 411-417-321 OTHER CONTRACTUAL SERVICE	\$375.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
E 407-417-321 OTHER CONTRACTUAL SERVICE	\$125.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
E 405-417-321 OTHER CONTRACTUAL SERVICE	\$150.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
<b>Total EDWARDS, JOHN</b>	<b>\$650.00</b>		
Paid Chk# 067716 5/2/2016 EDWARDS, DOUG			
E 407-417-321 OTHER CONTRACTUAL SERVICE	\$125.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
E 405-417-321 OTHER CONTRACTUAL SERVICE	\$150.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
E 411-417-321 OTHER CONTRACTUAL SERVICE	\$375.00		ORCHARD LANE/EASTVIEW/5TH ST APT SNOW/MOWING CONTRACT
<b>Total EDWARDS, DOUG</b>	<b>\$650.00</b>		
Paid Chk# 067717 5/2/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$8,969.00		MOTOR VEHICLE #210
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$8,969.00</b>		
Paid Chk# 067718 5/2/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$18.25		DRIVERS LICENSE #210
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$18.25</b>		
Paid Chk# 067719 5/3/2016 DL AND MV-MN DEPT PUB SAFETY			



CITY OF TRACY

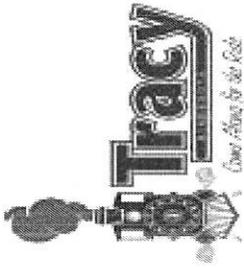
\*Check Detail Register©

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
E 605-495-301 LICENSES & TAXES	\$85.25		DRIVERS LICENSE #211
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$85.25</b>		
Paid Chk# 067720 5/3/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$2,755.00		MOTOR VEHICHE #211
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	<b>\$2,755.00</b>		
Paid Chk# 067721 5/6/2016 AFLAC			
G 101-21712 AFLAC CANCER WITHHOLDING	\$69.16		EMPLOYEE CHECK WITHHOLDING
G 101-21715 AFLAC STD WITHHOLDING	\$26.33		EMPLOYEE CHECK WITHHOLDING
G 101-21713 AFLAC ACCIDENT WITHHOLDING	\$82.31		EMPLOYEE CHECK WITHHOLDING
<b>Total AFLAC</b>	<b>\$177.80</b>		
Paid Chk# 067722 5/6/2016 AFSCME			
G 101-21723 AFSCME UNION WITHHOLDING	\$281.17		EMPLOYEE UNION DUES
<b>Total AFSCME</b>	<b>\$281.17</b>		
Paid Chk# 067723 5/6/2016 BLUE CROSS BLUE SHIELD OF MN			
G 101-21718 HEALTH INS PRETAX W/H	\$82.00		EMPLOYEE CHECK WITHHOLDING
<b>Total BLUE CROSS BLUE SHIELD OF MN</b>	<b>\$82.00</b>		
Paid Chk# 067724 5/6/2016 LELS			
G 101-21724 LELS UNION WITHHOLDING	\$63.03		POLICE UNION DUES
<b>Total LELS</b>	<b>\$63.03</b>		
Paid Chk# 067725 5/6/2016 NCPERS			
G 101-21711 NCPERS WITHHOLDING	\$96.00		EMPLOYEE CHECK WITHHOLDING
<b>Total NCPERS</b>	<b>\$96.00</b>		
Paid Chk# 067726 5/6/2016 USABEL LIFE			
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$7.20		LICHTY, APRIL LEIGH
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$2.49		FASTENAU, ROCHELLE, M
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$7.53		LAU, SANDRA R.
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$8.35		HINZ, LUANN JOAN
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$20.80		RYKHUS, BRUCE
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$3.15		BURCH, KIMBERLY JO
G 101-21716 LIFE INS PRETAX WITHHOLDING	\$1.30		SCHULTZ, ALLEN JEFFERY

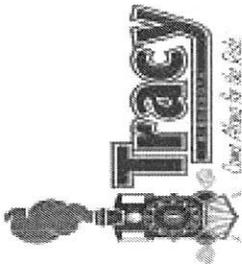
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
<b>Total USABEL LIFE</b>	\$50.82		
Paid Chk# 067727 5/4/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$44.25		DRIVERS LICENSE #212
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$44.25		
Paid Chk# 067728 5/4/2016 DL AND MV-MN DEPT PUB SAFETY			
E 605-495-301 LICENSES & TAXES	\$6,278.88		MOTOR VEHICLE #212
<b>Total DL AND MV-MN DEPT PUB SAFETY</b>	\$6,278.88		
Paid Chk# 067729 5/4/2016 DEALER PLATE, INC.			
E 605-495-201 OFFICE SUPPLIES	\$119.88	13762	STATE SERVICES/FORMS, MOTOR VEHICLE
<b>Total DEALER PLATE, INC.</b>	\$119.88		
Paid Chk# 067730 5/5/2016 ARCTIC GLACIER			
E 601-491-907 LIQUOR-STORE SUPPLIES	\$55.18	1951612500	LQ STORE ICE
<b>Total ARCTIC GLACIER</b>	\$55.18		
Paid Chk# 067731 5/5/2016 BAKER & TAYLOR BOOKS			
E 406-441-435 BOOKS	\$30.23	2031938249	LIBRARY BOOKS
E 101-441-435 BOOKS	\$49.05	2031938249	LIBRARY BOOKS
E 101-441-435 BOOKS	\$92.55	2031938784	LIBRARY BOOKS
E 101-441-435 BOOKS	\$21.99	2031942086	LIBRARY BOOKS
E 406-441-435 BOOKS	\$30.47	2031942086	LIBRARY BOOKS
<b>Total BAKER &amp; TAYLOR BOOKS</b>	\$224.29		
Paid Chk# 067732 5/5/2016 BREAKTHRU BEVERAGE MN WINE			
E 601-491-901 FREIGHT ON LIQUOR & BEER	\$15.11	1080464243	LQ STORE FREIGHT
E 601-491-904 MIX PURCHASES	\$30.12	1080464243	LQ STORE MIX SUPPLIES
E 601-491-902 LIQUOR PURCHASES	\$852.55	1080464243	LQ STORE LIQUOR
<b>Total BREAKTHRU BEVERAGE MN WINE</b>	\$897.78		
Paid Chk# 067733 5/5/2016 CENTURYLINK			
E 101-462-231 COMMUNICATIONS-TELEPHONE	\$30.51	5076298290	AIRPORT COMMUNICATIONS
<b>Total CENTURYLINK</b>	\$30.51		
Paid Chk# 067734 5/5/2016 CULLIGAN WATER CONDITIONING			
E 601-491-271 UTILITIES	\$22.00	18242	LQ STORE WATER COOLER RENT AND WATER



CITY OF TRACY

**\*Check Detail Register©**

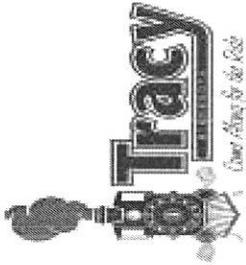
05/05/16 1:28 PM  
Page 29

APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
<b>Total CULLIGAN WATER CONDITIONING</b>	\$22.00		
Paid Chk# 067735 5/5/2016 DAVID DROWN ASSOCIATES INC			
E 411-417-321 OTHER CONTRACTUAL SERVICE	\$12,750.00	00003360	FINANCIAL CONSULTING FOR HOUSING DEVELOPMENT REFUNDING BONDS, SERIES 2016A
E 505-487-321 OTHER CONTRACTUAL SERVICE	\$12,750.00	00003361	FINANCIAL CONSULTING FOR GO REFUNDING BONDS, SERIES 2016B
<b>Total DAVID DROWN ASSOCIATES INC</b>	\$25,500.00		
Paid Chk# 067736 5/5/2016 DOLL DISTRIBUTING, LLC			
E 601-491-903 BEER PURCHASES	\$4,135.75	594595	LQ STORE BEER
<b>Total DOLL DISTRIBUTING, LLC</b>	\$4,135.75		
Paid Chk# 067737 5/5/2016 DON S REPAIR			
E 101-421-221 MAINTENANCE & REPAIR-EQUIP	\$66.75	0024217	PD FORD CLAMP
<b>Total DON S REPAIR</b>	\$66.75		
Paid Chk# 067738 5/5/2016 G & K SERVICES			
E 101-441-321 OTHER CONTRACTUAL SERVICE	\$62.11	1007465999	LIBRARY MAT CLEANING SERVICE
<b>Total G &amp; K SERVICES</b>	\$62.11		
Paid Chk# 067739 5/5/2016 G. H. PLUMBING & HEATING			
E 602-492-321 OTHER CONTRACTUAL SERVICE	\$134.72	8065	SHOP BATHROOM REMODEL- INSTALL FLUSH VALVE FOR URINAL
E 101-431-222 MAINTENANCE & REPAIR-BUILD	\$126.83	8084	CENTRAL PARK URINAL REPAIR
<b>Total G. H. PLUMBING &amp; HEATING</b>	\$261.55		
Paid Chk# 067740 5/5/2016 GOPHER STATE ONE CALL			
E 602-492-321 OTHER CONTRACTUAL SERVICE	\$18.85	6040752	GOPHER ONE CALL
E 608-498-321 OTHER CONTRACTUAL SERVICE	\$18.85	6040752	GOPHER ONE CALL
<b>Total GOPHER STATE ONE CALL</b>	\$37.70		
Paid Chk# 067741 5/5/2016 HOYT OIL & CONVENIENCE			
E 602-492-202 MOTOR FUELS & LUBRICANTS	\$108.58		61 GAL HG FLUID
E 101-431-202 MOTOR FUELS & LUBRICANTS	\$434.32		61 GAL HG FLUID
<b>Total HOYT OIL &amp; CONVENIENCE</b>	\$542.90		
Paid Chk# 067742 5/5/2016 JOHNSON BROTHERS LIQUOR CO.			

CITY OF TRACY

\*Check Detail Register©

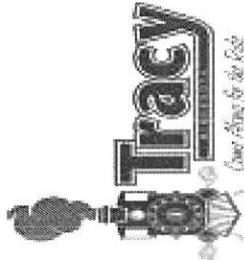


APRIL 2016 to MAY 2016

Check Amt	Invoice	Comment
\$27.70	5428430	LQ STORE FREIGHT
\$1,302.97	5428430	LQ STORE LIQUOR
<b>Total</b>	<b>JOHNSON BROTHERS LIQUOR CO.</b>	
\$1,330.67		
<b>Paid Chk# 067743 5/5/2016 LYON COUNTY ATTORNEY</b>		
\$11.00	2789	STATE OF MN VS MARVIN SANOW
<b>Total</b>	<b>LYON COUNTY ATTORNEY</b>	
\$11.00		
<b>Paid Chk# 067744 5/5/2016 MARCO DALLAS</b>		
\$95.76	18661439	CITY SHOP COPIER LEASE
<b>Total</b>	<b>MARCO DALLAS</b>	
\$95.76		
<b>Paid Chk# 067745 5/5/2016 MARSHALL AREA CHAMBER</b>		
\$4,000.00	15839	EDA SERVICE CONTRACT
<b>Total</b>	<b>MARSHALL AREA CHAMBER</b>	
\$4,000.00		
<b>Paid Chk# 067746 5/5/2016 MIDWEST SUPPLY CO.</b>		
\$13.99	227326	VMC TOILET PAPER
\$10.34	227339	VMC FOAM ROLLERS/BRUSHES
\$11.92	227403	VMC PAINT TRAY
\$2.98	227553	VMC HAND SOAP
<b>Total</b>	<b>MIDWEST SUPPLY CO.</b>	
\$39.23		
<b>Paid Chk# 067747 5/5/2016 MTI DISTRIBUTING CO</b>		
\$28.80	1060646-00	580 AIRPORT MOWER GUAGE/SWITCH
\$139.33	1060646-01	580 TORO GAGE
<b>Total</b>	<b>MTI DISTRIBUTING CO</b>	
\$168.13		
<b>Paid Chk# 067748 5/5/2016 PC &amp; B PROPERTIES</b>		
\$400.00		MONTHLY MAINTENANCE AGREEMENT
\$400.00		MONTHLY MAINTENANCE AGREEMENT
\$400.00		MONTHLY MAINTENANCE AGREEMENT
<b>Total</b>	<b>PC &amp; B PROPERTIES</b>	
\$1,200.00		
<b>Paid Chk# 067749 5/5/2016 PHILLIPS WINE &amp; SPIRITS</b>		
\$1,347.25	2967801	LQ STORE LIQUOR
\$25.44	2967801	LQ STORE FREIGHT

CITY OF TRACY

**\*Check Detail Register©**

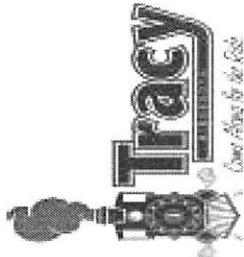


APRIL 2016 to MAY 2016

Paid Chk#	Invoice	Check Amt	Invoice	Comment
<b>Total</b>	<b>PHILLIPS WINE &amp; SPIRITS</b>	<b>\$1,372.69</b>		
Paid Chk# 067750	5/5/2016 PRAXAIR DIST.			
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$37.54	73085550	ACETYLENE
	<b>Total</b>	<b>\$37.54</b>		
<b>Total</b>	<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>			
Paid Chk# 067751	5/5/2016 SOUTHERN WINE & SPIRITS OF MN			
E 601-491-902	LIQUOR PURCHASES	\$650.14	1402210	LQ STORE LIQUOR
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$7.40	1402210	LQ STORE FREIGHT
	<b>Total</b>	<b>\$657.54</b>		
<b>Total</b>	<b>SOUTHWEST SANITATION, INC.</b>			
Paid Chk# 067752	5/5/2016 SOUTHWEST SANITATION, INC.			
E 101-441-271	UTILITIES	\$9.36		LIBRARY CONTAINER RENT
E 101-441-271	UTILITIES	\$6.00		LIBRARY RECYCLING
E 101-431-271	UTILITIES	\$9.36		SOFTBALL FIELD CONTAINER RENT
E 101-424-271	UTILITIES	\$9.36		FIRE DEPT CONTAINER RENT
E 101-431-271	UTILITIES	\$9.36		SHOP CONTAINER RENT
E 601-491-271	UTILITIES	\$14.04		LQ STORE CONTAINER RENT
	<b>Total</b>	<b>\$57.48</b>		
<b>Total</b>	<b>TRACY FOOD PRIDE</b>			
Paid Chk# 067753	5/5/2016 TRACY FOOD PRIDE			
E 101-441-222	MAINTENANCE & REPAIR-BUILD	\$5.00	5529/142	LIBRARY AIR FRESHNERS
E 601-491-907	LIQUOR-STORE SUPPLIES	\$7.70	5529/169	LQ STORE SUPPLIES
E 601-491-904	MIX PURCHASES	\$9.98	5529/169	LQ STORE MIX SUPPLIES
E 201-471-905	RESALE PURCHASES	\$16.52	5529/271	MULTIPURPOSE CENTER FOOD FOR RESALE
	<b>Total</b>	<b>\$39.20</b>		
<b>Total</b>	<b>TRACY PUBLISHING CO.</b>			
Paid Chk# 067754	5/5/2016 TRACY PUBLISHING CO.			
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$136.50		LEGAL AD- FIRE HALL ROOF AD
E 601-491-251	PRINTING & PUBLISHING-ADVER	\$157.50		LEGAL AD- LQ STORE ROOF AD
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$178.50		LEGAL AD- VETERANS MEMORIAL ROOF AD
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$273.00		LEGAL AD-3 ROOFING PROJECTS AD
E 101-441-291	SUBS, MEMBERSHIPS & CONTRBT	\$48.00		TRACY HEADLIGHT HERALD SUBSCRIPTION
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$45.00		LEGAL AD-WHEELS MUSEUM AD
E 101-421-201	OFFICE SUPPLIES	\$3.05	90053	PD WHITE OUT
E 607-451-251	PRINTING & PUBLISHING-ADVER	\$105.00	95959	AQ- HELP WANTED AD
E 101-413-251	PRINTING & PUBLISHING-ADVER	\$45.00	95975	WORKING WOMEN AD

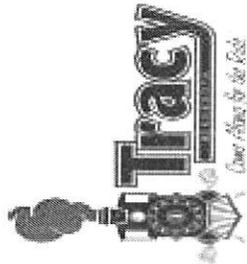
CITY OF TRACY

**\*Check Detail Register©**



APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
<b>Total</b>	<b>TRACY PUBLISHING CO.</b>	<b>\$991.55</b>	
Paid Chk# 067755	5/5/2016	UTILITY CONSULTANTS, INC	
E 608-498-321	OTHER CONTRACTUAL SERVICE	\$698.62	91694 WASTEWATER SAMPLES
<b>Total</b>	<b>UTILITY CONSULTANTS, INC</b>	<b>\$698.62</b>	
Paid Chk# 067756	5/5/2016	VARIETY FOODS LLC	
E 601-491-909	LIQUOR-PACKAGED FOOD RESA	\$15.55	1209627 LQ STORE FOOD FOR RESALE
E 601-491-906	CIGARETTES	\$550.44	1209627 LQ STORE CIGARETTES
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$3.00	1209627 LQ STORE FREIGHT
<b>Total</b>	<b>VARIETY FOODS LLC</b>	<b>\$568.99</b>	
Paid Chk# 067757	5/5/2016	VIKING COCA - COLA BOTTLING	
E 601-491-904	MIX PURCHASES	\$186.50	304905 LQ STORE MIX SUPPLIES
<b>Total</b>	<b>VIKING COCA - COLA BOTTLING</b>	<b>\$186.50</b>	
Paid Chk# 067758	5/5/2016	WILKS PLUMBING, LLC	
E 602-492-321	OTHER CONTRACTUAL SERVICE	\$690.00	PERRY PENSKE WATER LINE REPAIR
<b>Total</b>	<b>WILKS PLUMBING, LLC</b>	<b>\$690.00</b>	
Paid Chk# 067759	5/5/2016	XCEL ENERGY	
E 101-431-271	UTILITIES	\$45.49	306 E CRAIG AVE UTILITIES
<b>Total</b>	<b>XCEL ENERGY</b>	<b>\$45.49</b>	
<b>10100</b>	<b>MINNWEST CHECKING</b>	<b>\$338,815.04</b>	



CITY OF TRACY

\*Check Detail Register©

APRIL 2016 to MAY 2016

Check Amt Invoice Comment

Fund Summary

	Check Amt	Invoice	Comment
<b>10100 MINNWEST CHECKING</b>			
101 GENERAL	\$124,864.89		
201 MULTI PURPOSE CENTER OP	\$1,131.96		
203 CEMETERY OPRING FUND	\$638.28		
405 EASTVIEW APARTMENTS	\$3,454.17		
406 LIBRARY TRUST FUND	\$60.70		
407 5TH STREET APARTMENTS	\$1,949.63		
411 ORCHARD LANE TOWNHOMES	\$15,100.00		
412 2014 CONSTRUCTION FUND (4TH&M)	\$45.00		
413 WASTERWATER/POND CONST FUND	\$7,050.00		
505 2008 REFUNDING BONDS	\$13,550.00		
601 LIQUOR STORE OPRING	\$47,417.30		
602 UTILITY-WATER	\$11,181.39		
604 REFUSE COLLECTION	\$9,829.41		
605 LICENSING	\$90,722.08		
607 AQ CENTER OPERATIONS	\$4,003.55		
608 UTILITY-SEWER	\$7,557.74		
806 ECONOMIC DEV RESERVE	\$258.94		
	<b>\$338,815.04</b>		

12B

CITY OF TRACY  
Tracy Revenue Detail

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
FUND 101 GENERAL						
101-31010	GENERAL PROPER	\$728,837.00	\$7,076.31	\$0.00	\$721,760.69	0.97%
101-31020	DELINQUENT PRO	\$30,000.00	\$4,195.64	\$0.00	\$25,804.36	13.99%
101-31030	SPECIAL ASSESSM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
101-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-31060	FRANCHISE TAXE	\$29,000.00	\$28,569.62	\$0.00	\$430.38	98.52%
101-31080	BLDG PERMIT SU	\$600.00	\$149.50	\$40.00	\$445.50	24.92%
101-32110	BUSINESS LICENS	\$5,500.00	\$315.00	\$300.00	\$5,185.00	5.73%
101-32120	NON-BUSINESS LI	\$18,000.00	\$1,991.81	\$532.75	\$15,973.69	11.07%
101-33210	LOCAL GOVERNM	\$915,552.00	\$0.00	\$0.00	\$915,552.00	0.00%
101-33220	POLICE STATE AI	\$21,500.00	\$0.00	\$0.00	\$21,500.00	0.00%
101-33230	FIRE-STATE AID	\$25,000.00	\$1,000.00	\$0.00	\$24,000.00	4.00%
101-33240	SURCHARGE-POLI	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
101-33250	AIRPORT GRANT	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
101-33260	STATE GRANTS	\$4,000.00	\$965.00	\$0.00	\$3,035.00	24.13%
101-33265	STATE AID-PERA	\$3,092.00	\$0.00	\$0.00	\$3,092.00	0.00%
101-33270	FEDERAL GRANTS	\$0.00	\$0.00	\$0.00	-\$12,500.00	0.00%
101-33275	GRANTS-OTHER	\$11,500.00	\$0.00	\$0.00	\$11,500.00	0.00%
101-33280	MARKET VALUE H	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-34107	SPECIAL ASSESSM	\$500.00	\$25.00	\$25.00	\$475.00	5.00%
101-34201	SPECIAL POLICE S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-34205	SPECIAL LIBRARY	\$2,200.00	\$1,108.55	\$362.83	\$1,091.45	50.39%
101-34211	DOG POUND FEES	\$300.00	\$317.00	\$22.00	-\$17.00	105.67%
101-34301	STREET, SIDEWAL	\$5,000.00	\$137.26	\$62.26	\$4,837.74	2.75%
101-34303	TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-34304	MOWING	\$0.00	\$570.50	\$0.50	-\$418.00	0.00%
101-34305	AIRPORT FUEL	\$4,000.00	\$716.84	\$537.82	\$3,283.16	17.92%
101-35410	POLICE FINES	\$10,000.00	\$1,826.83	\$636.37	\$8,173.17	18.27%
101-36510	INTEREST	\$5,000.00	\$2,558.07	\$282.70	\$2,441.93	51.16%
101-36520	RENT PROCEEDS	\$40,000.00	\$18,204.65	\$14,152.15	\$21,795.35	45.51%
101-36521	GYM RENTAL	\$18,000.00	\$185.00	\$0.00	\$17,815.00	1.03%
101-36530	SALES OF PROPER	\$0.00	\$225,714.14	\$0.00	-\$225,714.14	0.00%
101-36531	FORFEITED PROP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-36532	UNDEPRECIATED	\$0.00	\$65.00	\$65.00	-\$65.00	0.00%
101-36540	REFUNDS & REIM	\$6,000.00	\$1,581.94	\$142.00	\$4,415.56	26.37%
101-36550	INSURANCE REFU	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
101-36580	CAMPING FEES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
101-36600	DONATIONS	\$0.00	\$0.00	\$0.00	-\$343.47	0.00%
101-37610	TRANSFER IN-LIQ	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-37620	TRANSFER IN-UTI	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
101-37621	TRANSFER IN-UTI	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
101-37630	TRANSFER IN-OT	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
101-37631	TRANSFER IN-LIC	\$7,492.00	\$0.00	\$0.00	\$7,492.00	0.00%
101-37632	TRANSFER IN-REF	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
101-37634	TRANSFER IN-SUR	\$76,565.00	\$0.00	\$0.00	\$76,565.00	0.00%
101-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101-38870	CASH SHORT/LON	\$0.00	\$4.35	\$2.89	-\$4.35	0.00%
101-38880	USER FEES	\$0.00	\$292.73	\$97.67	-\$310.42	0.00%
FUND 101 GENERAL		\$2,022,238.00	\$297,570.74	\$17,261.94	\$1,711,891.60	
FUND 201 MULTI PURPOSE CENTER OP						
201-31010	GENERAL PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201-36510	INTEREST	\$200.00	\$201.18	\$0.00	-\$1.18	100.59%

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
201-36520	RENT PROCEEDS	\$2,500.00	\$1,290.00	\$645.00	\$1,210.00	51.60%
201-36540	REFUNDS & REIM	\$3,400.00	\$1,445.22	\$401.46	\$1,899.13	42.51%
201-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201-36600	DONATIONS	\$200.00	\$17.90	\$7.90	\$182.10	8.95%
201-36610	MISC SALES/GAM	\$700.00	\$269.80	\$77.25	\$418.20	38.54%
201-37630	TRANSFER IN-OT	\$25,581.00	\$0.00	\$0.00	\$25,581.00	0.00%
201-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201-38870	CASH SHORT/LON	\$0.00	-\$7.50	-\$5.25	\$7.15	0.00%
FUND 201 MULTI PURPOSE CENTER O		\$32,581.00	\$3,216.60	\$1,126.36	\$29,296.40	
FUND 203 CEMETERY OPRNG FUND						
203-31010	GENERAL PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
203-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
203-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
203-36530	SALES OF PROPER	\$3,000.00	\$630.00	\$630.00	\$2,370.00	21.00%
203-36540	REFUNDS & REIM	\$6,000.00	\$765.00	\$370.00	\$5,050.00	12.75%
203-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
203-36600	DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
203-37630	TRANSFER IN-OT	\$23,822.00	\$0.00	\$0.00	\$23,822.00	0.00%
FUND 203 CEMETERY OPRNG FUND		\$32,822.00	\$1,395.00	\$1,000.00	\$31,242.00	
FUND 204 CEMETERY MEMORIAL FUND						
204-36510	INTEREST	\$0.00	\$33.72	\$0.00	\$16.28	0.00%
204-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204-36600	DONATIONS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
204-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 204 CEMETERY MEMORIAL FUN		\$500.00	\$33.72	\$0.00	\$516.28	
FUND 303 O BRIEN COURT						
303-36510	INTEREST	\$0.00	\$571.34	\$0.00	\$1,428.66	0.00%
303-36520	RENT PROCEEDS	\$51,142.00	\$16,400.00	\$3,800.00	\$34,742.00	32.07%
303-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303-37660	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 303 O BRIEN COURT		\$51,142.00	\$16,971.34	\$3,800.00	\$36,170.66	
FUND 403 PERMANENT IMPROVEMENT						
403-31010	GENERAL PROPER	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
403-31020	DELINQUENT PRO	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
403-33260	STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
403-33275	GRANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
403-33290	GENERAL LOCAL S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
403-36510	INTEREST	\$50.00	\$0.63	\$0.00	\$49.37	1.26%
403-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 403 PERMANENT IMPROVEMENT		\$10,350.00	\$0.63	\$0.00	\$10,349.37	
FUND 405 EASTVIEW APARTMENTS						
405-36510	INTEREST	\$1,000.00	\$497.87	\$0.00	\$502.13	49.79%
405-36520	RENT PROCEEDS	\$60,000.00	\$16,800.00	\$0.00	\$43,200.00	28.00%
405-36540	REFUNDS & REIM	\$0.00	\$58.55	\$0.00	-\$58.55	0.00%
405-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405-38750	DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 EASTVIEW APARTMENTS		\$61,000.00	\$17,356.42	\$0.00	\$43,643.58	

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
<b>FUND 406 LIBRARY TRUST FUND</b>						
406-33275	GRANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406-36510	INTEREST	\$200.00	\$128.48	\$0.00	\$71.52	64.24%
406-36515	Mkt Value Inceas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406-36600	DONATIONS	\$200.00	\$65.00	\$50.00	\$135.00	32.50%
<b>FUND 406 LIBRARY TRUST FUND</b>		<b>\$400.00</b>	<b>\$193.48</b>	<b>\$50.00</b>	<b>\$206.52</b>	
<b>FUND 407 5TH STREET APARTMENTS</b>						
407-36510	INTEREST	\$0.00	\$0.13	\$0.00	-\$0.13	0.00%
407-36520	RENT PROCEEDS	\$54,600.00	\$15,550.00	\$0.00	\$39,050.00	28.48%
407-36540	REFUNDS & REIM	\$0.00	\$100.00	\$0.00	-\$100.00	0.00%
407-37630	TRANSFER IN-OT	\$7,642.00	\$0.00	\$0.00	\$7,642.00	0.00%
407-37670	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
407-38750	DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 407 5TH STREET APARTMENTS</b>		<b>\$62,242.00</b>	<b>\$15,650.13</b>	<b>\$0.00</b>	<b>\$46,591.87</b>	
<b>FUND 408 TRACY MED CENTER TR FND</b>						
408-36510	INTEREST	\$2,000.00	\$8,425.18	\$0.00	-\$6,425.18	421.26%
408-37660	TEMPORARY LOA	\$0.00	\$19,165.98	\$0.00	-\$19,165.98	0.00%
<b>FUND 408 TRACY MED CENTER TR FN</b>		<b>\$2,000.00</b>	<b>\$27,591.16</b>	<b>\$0.00</b>	<b>-\$25,591.16</b>	
<b>FUND 409 PARKS IMPROVEMENT</b>						
409-36510	INTEREST	\$300.00	\$193.52	\$0.00	\$106.48	64.51%
409-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
409-36600	DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
409-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
409-37633	TRANSFER IN-GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
409-37650	SALE OF INVESTM	\$19,700.00	\$0.00	\$0.00	\$19,700.00	0.00%
<b>FUND 409 PARKS IMPROVEMENT</b>		<b>\$20,000.00</b>	<b>\$193.52</b>	<b>\$0.00</b>	<b>\$19,806.48</b>	
<b>FUND 410 AIRPORT IMPROVEMENT FUND</b>						
410-33250	AIRPORT GRANT	\$0.00	\$85,360.03	\$0.00	-\$85,360.03	0.00%
410-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
410-36520	RENT PROCEEDS	\$0.00	\$500.00	\$0.00	-\$500.00	0.00%
410-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
410-36600	DONATIONS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
410-37633	TRANSFER IN-GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
410-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 410 AIRPORT IMPROVEMENT FU</b>		<b>\$2,000.00</b>	<b>\$85,860.03</b>	<b>\$0.00</b>	<b>-\$83,860.03</b>	
<b>FUND 411 ORCHARD LANE TOWNHOMES</b>						
411-33270	FEDERAL GRANTS	\$23,000.00	\$23,812.60	\$0.00	-\$812.60	103.53%
411-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
411-36520	RENT PROCEEDS	\$79,200.00	\$26,400.00	\$0.00	\$52,800.00	33.33%
411-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
411-37630	TRANSFER IN-OT	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
411-37640	PROCEED FROM S	\$0.00	\$32,109.87	\$32,109.87	-\$32,109.87	0.00%
411-38750	DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 411 ORCHARD LANE TOWNHOM</b>		<b>\$127,200.00</b>	<b>\$82,322.47</b>	<b>\$32,109.87</b>	<b>\$44,877.53</b>	
<b>FUND 412 2014 CONSTRUCTION FUND (4TH&amp;M)</b>						
412-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
412-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
412-37640	PROCEED FROM S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
FUND 412	2014 CONSTRUCTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	
FUND 502	2014 GO BOND(4TH & MORGAN)					
502-31010	GENERAL PROPER	\$71,235.00	\$0.00	\$0.00	\$71,235.00	0.00%
502-31030	SPECIAL ASSESSM	\$56,894.00	\$178.53	\$0.00	\$56,715.47	0.31%
502-36510	INTEREST	\$0.00	\$882.99	\$0.00	-\$882.99	0.00%
502-37640	PROCEED FROM S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
502-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
502-39320	PREMIUMS ON BO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	2014 GO BOND(4TH & MOR	\$128,129.00	\$1,061.52	\$0.00	\$127,067.48	
FUND 503	2009 IMPROVEMENT BOND					
503-31010	GENERAL PROPER	\$66,851.00	\$0.00	\$0.00	\$66,851.00	0.00%
503-31020	DELINQUENT PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
503-31030	SPECIAL ASSESSM	\$16,095.00	\$3,095.40	\$0.00	\$12,999.60	19.23%
503-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
503-36510	INTEREST	\$1,031.00	\$794.16	\$0.00	\$236.84	77.03%
503-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
503-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
503-37640	PROCEED FROM S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
503-37650	SALE OF INVESTM	\$9,855.00	\$0.00	\$0.00	\$9,855.00	0.00%
FUND 503	2009 IMPROVEMENT BOND	\$93,832.00	\$3,889.56	\$0.00	\$89,942.44	
FUND 504	2007 ST/UTIL/ABTMNT IMP BOND					
504-31010	GENERAL PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-31020	DELINQUENT PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-31030	SPECIAL ASSESSM	\$0.00	\$100.07	\$0.00	-\$100.07	0.00%
504-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-36510	INTEREST	\$0.00	\$3,433.68	\$0.00	-\$3,433.68	0.00%
504-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-37620	TRANSFER IN-UTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-37634	TRANSFER IN-SUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
504-37650	SALE OF INVESTM	\$130,121.00	\$0.00	\$0.00	\$130,121.00	0.00%
FUND 504	2007 ST/UTIL/ABTMNT IMP	\$130,121.00	\$3,533.75	\$0.00	\$126,587.25	
FUND 505	2008 REFUNDING BONDS					
505-31010	GENERAL PROPER	\$75,000.00	\$0.00	\$0.00	\$75,000.00	0.00%
505-31020	DELINQUENT PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
505-36510	INTEREST	\$2,000.00	\$2,240.48	\$0.00	-\$240.48	112.02%
505-37620	TRANSFER IN-UTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
505-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
505-37640	PROCEED FROM S	\$0.00	\$29,756.03	\$29,756.03	-\$29,756.03	0.00%
505-37650	SALE OF INVESTM	\$38,820.00	\$0.00	\$0.00	\$38,820.00	0.00%
505-37670	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 505	2008 REFUNDING BONDS	\$115,820.00	\$31,996.51	\$29,756.03	\$83,823.49	
FUND 509	2002 IMPROVEMENT BOND					
509-31020	DELINQUENT PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
509-31030	SPECIAL ASSESSM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
509-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 509	2002 IMPROVEMENT BOND	\$0.00	\$0.00	\$0.00	\$0.00	
FUND 510	2015A GO REFUNDING BOND					
510-31010	GENERAL PROPER	\$98,658.00	\$0.00	\$0.00	\$98,658.00	0.00%

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
510-31020	DELINQUENT PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
510-31030	SPECIAL ASSESSM	\$19,879.00	\$0.00	\$0.00	\$19,879.00	0.00%
510-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
510-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
510-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
510-37640	PROCEED FROM S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
510-39320	PREMIUMS ON BO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 510 2015A GO REFUNDING BON		\$118,537.00	\$0.00	\$0.00	\$118,537.00	
FUND 601 LIQUOR STORE OPRTNG						
601-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601-36520	RENT PROCEEDS	\$4,000.00	\$530.10	\$423.90	\$3,469.90	13.25%
601-36532	UNDEPRECIATED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601-36540	REFUNDS & REIM	\$2,000.00	\$56.13	\$0.00	\$1,943.87	2.81%
601-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601-36610	MISC SALES/GAM	\$700.00	\$1,381.12	\$181.97	-\$681.12	197.30%
601-38831	LOTTO TICKET PR	\$2,000.00	-\$600.48	\$0.00	\$2,600.48	-30.02%
601-38840	OFF SALE-LIQUOR	\$207,239.00	\$60,041.29	\$15,988.39	\$147,197.71	28.97%
601-38841	OFF SALE-CAN BE	\$317,239.00	\$93,029.87	\$27,893.72	\$224,209.13	29.32%
601-38843	CONTAINER DEPO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601-38844	OFF SALE-MIX &	\$13,000.00	\$3,200.71	\$944.47	\$9,799.29	24.62%
601-38846	OFF SALE-SALES T	\$50,000.00	\$14,540.75	\$4,167.53	\$35,459.25	29.08%
601-38847	OFF SALE-CASH S	\$0.00	-\$6.47	-\$12.21	\$6.47	0.00%
601-38848	OFF SALE-CIGARE	\$14,000.00	\$5,413.50	\$1,501.50	\$8,586.50	38.67%
601-38849	OFF SALE-LYON C	\$0.00	\$765.60	\$219.15	-\$765.60	0.00%
601-38850	ON SALE-LIQUOR	\$79,239.00	\$18,220.44	\$4,417.44	\$61,018.56	22.99%
601-38851	ON SALE-BEER	\$125,239.00	\$33,648.54	\$8,826.40	\$91,590.46	26.87%
601-38853	ON SALE-CIGARET	\$19,000.00	\$4,351.00	\$1,334.00	\$14,649.00	22.90%
601-38854	ON SALE CASH SH	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601-38855	SALES OF PREPAR	\$6,000.00	\$2,036.44	\$416.09	\$3,963.56	33.94%
601-38856	SALE OF PACKAGE	\$6,000.00	\$2,200.51	\$645.76	\$3,799.49	36.68%
601-38861	LIQ STR GIFT CER	\$300.00	\$130.00	\$0.00	\$170.00	43.33%
601-38870	CASH SHORT/LON	\$0.00	\$6.32	-\$1.89	-\$6.32	0.00%
601-39990	CREDIT CARD FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 LIQUOR STORE OPRTNG		\$845,956.00	\$238,945.37	\$66,946.22	\$607,010.63	
FUND 602 UTILITY-WATER						
602-31030	SPECIAL ASSESSM	\$30,000.00	\$1,426.92	\$0.00	\$28,573.08	4.76%
602-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-31050	SALES TAXES	\$2,800.00	\$825.09	\$205.50	\$1,974.91	29.47%
602-31051	LYON CO TRANSI	\$0.00	\$56.46	\$14.61	-\$56.46	0.00%
602-36510	INTEREST	\$500.00	\$2.76	\$0.00	\$497.24	0.55%
602-36520	RENT PROCEEDS	\$3,000.00	\$1,680.00	\$0.00	\$1,320.00	56.00%
602-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-36532	UNDEPRECIATED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-36540	REFUNDS & REIM	\$6,000.00	\$1,714.35	\$521.94	\$4,285.65	28.57%
602-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-37660	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-38720	WATER REVENUE	\$415,000.00	\$124,193.19	\$31,245.32	\$290,806.81	29.93%
602-38721	CURB STOP REPAI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-38722	SPECIAL WATER S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-38740	UTILITY HOOK-UP	\$4,000.00	\$2,030.00	\$430.00	\$1,970.00	50.75%
602-38750	DEPOSITS	\$0.00	-\$100.00	\$0.00	\$100.00	0.00%

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
602-38830	OTHER INCOME	\$5,000.00	\$800.96	\$34.31	\$4,199.04	16.02%
602-38860	UNALLOCATED AM	\$1,000.00	\$1,292.45	\$1,550.18	\$830.75	129.25%
602-38870	CASH SHORT/LON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602-38880	USER FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 602 UTILITY-WATER</b>		<b>\$467,300.00</b>	<b>\$133,922.18</b>	<b>\$34,001.86</b>	<b>\$334,501.02</b>	
<b>FUND 603 UTILITY SURCHARGE</b>						
603-31030	SPECIAL ASSESSM	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
603-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-34301	STREET, SIDEWAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-36510	INTEREST	\$1,000.00	\$545.03	\$0.00	\$454.97	54.50%
603-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-37620	TRANSFER IN-UTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-38710	SURCHARGE FEE	\$150,000.00	\$53,485.48	\$13,300.94	\$96,514.52	35.66%
603-38721	CURB STOP REPAI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
603-38830	OTHER INCOME	\$1,000.00	\$235.40	-\$2.96	\$764.60	23.54%
<b>FUND 603 UTILITY SURCHARGE</b>		<b>\$154,000.00</b>	<b>\$54,265.91</b>	<b>\$13,297.98</b>	<b>\$99,734.09</b>	
<b>FUND 604 REFUSE COLLECTION</b>						
604-31030	SPECIAL ASSESSM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
604-31070	SOLID WASTE MG	\$11,000.00	\$3,817.08	\$957.68	\$7,182.92	34.70%
604-36510	INTEREST	\$200.00	\$101.80	\$0.00	\$98.20	50.90%
604-36522	REVENUE SHARIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
604-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
604-36540	REFUNDS & REIM	\$0.00	\$234.20	\$78.40	-\$234.20	0.00%
604-37650	SALE OF INVESTM	\$131.00	\$0.00	\$0.00	\$131.00	0.00%
604-38710	SURCHARGE FEE	\$2,000.00	\$900.71	\$225.36	\$1,099.29	45.04%
604-38760	REFUSE SERVICE	\$125,500.00	\$39,082.54	\$9,850.60	\$86,417.46	31.14%
604-38830	OTHER INCOME	\$3,000.00	\$245.18	-\$2.36	\$2,754.82	8.17%
<b>FUND 604 REFUSE COLLECTION</b>		<b>\$141,831.00</b>	<b>\$44,381.51</b>	<b>\$11,109.68</b>	<b>\$97,449.49</b>	
<b>FUND 605 LICENSING</b>						
605-36510	INTEREST	\$300.00	\$177.87	\$0.00	\$122.13	59.29%
605-36540	REFUNDS & REIM	\$600.00	\$28.50	\$13.25	\$569.50	4.75%
605-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
605-38770	MOTOR VEHICLE-	\$1,015,000.00	\$373,329.54	\$86,433.33	\$623,667.58	36.78%
605-38780	MOTER VEHICLE-F	\$50,000.00	\$17,810.00	\$4,250.00	\$31,482.00	35.62%
605-38790	DRIVER LICENSE-	\$20,000.00	\$7,552.50	\$1,972.00	\$12,299.75	37.76%
605-38800	DRIVER LICENSE-	\$8,500.00	\$3,464.00	\$896.00	\$4,948.00	40.75%
605-38810	DNR-TAX COLLEC	\$12,000.00	\$4,155.53	\$585.00	\$7,744.97	34.63%
605-38820	DNR-FEE COLLEC	\$2,000.00	\$483.50	\$126.50	\$1,498.50	24.18%
605-38870	CASH SHORT/LON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
605-39990	CREDIT CARD FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 605 LICENSING</b>		<b>\$1,108,400.00</b>	<b>\$407,001.44</b>	<b>\$94,276.08</b>	<b>\$682,332.43</b>	
<b>FUND 606 TRACY MED CENTER IMP FND</b>						
606-36510	INTEREST	\$3,000.00	\$1,436.42	\$0.00	\$1,563.58	47.88%
606-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
606-36520	RENT PROCEEDS	\$0.00	\$10,772.10	\$0.00	-\$10,772.10	0.00%
606-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
606-37650	SALE OF INVESTM	\$997,000.00	\$0.00	\$0.00	\$997,000.00	0.00%
606-37660	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 606 TRACY MED CENTER IMP FN</b>		<b>\$1,000,000.00</b>	<b>\$12,208.52</b>	<b>\$0.00</b>	<b>\$987,791.48</b>	

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
<b>FUND 607 AQ CENTER OPERATIONS</b>						
607-31010	GENERAL PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36540	REFUNDS & REIM	\$0.00	\$743.00	\$743.00	-\$743.00	0.00%
607-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36560	AQ CENTER FEES-	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
607-36561	AQ CENTER-NON	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
607-36562	AQ CENTER-RES F	\$9,000.00	\$0.00	\$0.00	\$9,000.00	0.00%
607-36563	AQ CENTER-NON	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.00%
607-36566	AQ CENTER-WATE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
607-36567	AQ CENTER-SW L	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
607-36568	AQ CENTER-SW L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36569	AQ CENTER-SW L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-36570	AQ CENTER-DAILY	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
607-36600	DONATIONS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
607-36610	MISC SALES/GAM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
607-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-37633	TRANSFER IN-GE	\$82,090.00	\$0.00	\$0.00	\$82,090.00	0.00%
607-38870	CASH SHORT/LON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
607-39990	CREDIT CARD FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 607 AQ CENTER OPERATIONS</b>		<b>\$129,040.00</b>	<b>\$743.00</b>	<b>\$743.00</b>	<b>\$128,297.00</b>	
<b>FUND 608 UTILITY-SEWER</b>						
608-31030	SPECIAL ASSESSM	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
608-31040	PENALTIES & INT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-36510	INTEREST	\$1,000.00	\$683.10	\$0.00	\$316.90	68.31%
608-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-36520	RENT PROCEEDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-36532	UNDEPRECIATED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-36540	REFUNDS & REIM	\$0.00	\$600.00	\$150.00	-\$600.00	0.00%
608-36550	INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-37620	TRANSFER IN-UTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-37621	TRANSFER IN-UTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-37660	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-38710	SURCHARGE FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-38730	SEWER SERVICE C	\$264,000.00	\$88,239.10	\$22,260.56	\$175,760.90	33.42%
608-38740	UTILITY HOOK-UP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-38750	DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-38830	OTHER INCOME	\$3,500.00	\$468.30	-\$9.88	\$3,031.70	13.38%
608-38860	UNALLOCATED AM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
608-38870	CASH SHORT/LON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 608 UTILITY-SEWER</b>		<b>\$288,500.00</b>	<b>\$89,990.50</b>	<b>\$22,400.68</b>	<b>\$198,509.50</b>	
<b>FUND 800 EQUIPMENT REPLACEMENT-POLICE</b>						
800-33240	SURCHARGE-POLI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
800-33290	GENERAL LOCAL S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
800-34201	SPECIAL POLICE S	\$2,000.00	\$625.00	\$100.00	\$1,350.00	31.25%
800-34203	POLICE ACCIDENT	\$100.00	\$10.00	\$0.00	\$90.00	10.00%
800-36510	INTEREST	\$150.00	\$116.23	\$0.00	\$33.77	77.49%
800-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
800-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
800-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

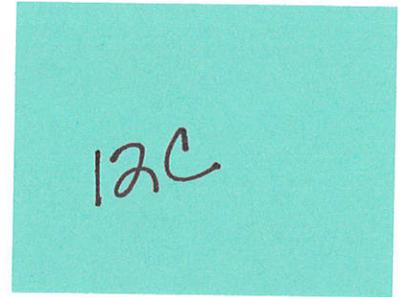
**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
800-36600	DONATIONS	\$0.00	\$100.00	\$0.00	-\$100.00	0.00%
800-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
800-37633	TRANSFER IN-GE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
FUND 800 EQUIPMENT REPLACEMENT-		\$12,250.00	\$851.23	\$100.00	\$11,373.77	
FUND 801 EQUIPMENT REPLACEMENT						
801-33260	STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
801-34105	SALE OF COPIES,	\$700.00	\$43.05	\$19.85	\$655.10	6.15%
801-36510	INTEREST	\$1,200.00	\$772.64	\$0.00	\$427.36	64.39%
801-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
801-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
801-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
801-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
801-37633	TRANSFER IN-GE	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
801-37650	SALE OF INVESTM	\$12,100.00	\$0.00	\$0.00	\$12,100.00	0.00%
801-37660	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 801 EQUIPMENT REPLACEMENT		\$54,000.00	\$815.69	\$19.85	\$53,182.46	
FUND 802 CDBG GRANT FUND						
802-33260	STATE GRANTS	\$260,000.00	\$0.00	\$0.00	\$260,000.00	0.00%
802-33270	FEDERAL GRANTS	\$0.00	\$57,256.00	\$0.00	-\$57,256.00	0.00%
802-36510	INTEREST	\$1,050.00	\$385.15	\$44.83	\$658.73	36.68%
802-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
802-36600	DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
802-37660	TEMPORARY LOA	\$15,000.00	\$6,633.01	\$1,091.57	\$8,226.09	44.22%
FUND 802 CDBG GRANT FUND		\$276,050.00	\$64,274.16	\$1,136.40	\$211,628.82	
FUND 803 CEMETERY RESERVE						
803-36510	INTEREST	\$300.00	\$272.16	\$0.00	\$27.84	90.72%
803-36530	SALES OF PROPER	\$200.00	\$70.00	\$70.00	\$130.00	35.00%
803-36600	DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 803 CEMETERY RESERVE		\$500.00	\$342.16	\$70.00	\$157.84	
FUND 804 EQUIPMENT RPLCMNT-FIRE						
804-31030	SPECIAL ASSESSM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-33230	FIRE-STATE AID	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-33260	STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-33270	FEDERAL GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-34202	FIRE PROTECTIO	\$2,000.00	-\$750.00	\$0.00	\$2,750.00	-37.50%
804-34204	SPECIAL FIRE SER	\$0.00	\$90.00	\$0.00	\$1,910.00	0.00%
804-34310	RURAL FIRE CONT	\$49,000.00	\$34,324.50	\$19,918.50	\$12,911.50	70.05%
804-36510	INTEREST	\$100.00	\$0.98	\$0.00	\$99.02	0.98%
804-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-36540	REFUNDS & REIM	\$0.00	\$60.00	\$0.00	-\$60.00	0.00%
804-36600	DONATIONS	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
804-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-37633	TRANSFER IN-GE	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
804-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
804-37670	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 804 EQUIPMENT RPLCMNT-FIRE		\$81,200.00	\$33,725.48	\$19,918.50	\$47,710.52	
FUND 806 ECONOMIC DEV RESERVE						
806-33275	GRANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-36510	INTEREST	\$10,000.00	\$4,389.33	\$581.72	\$5,560.97	43.89%
806-36515	Mkt Value Increas	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF TRACY**  
**Tracy Revenue Detail**

Act Code	SOURCE Descr	2016 YTD Budget	2016 YTD Amt	APRIL 2016 Amt	Balance	%YTD Budget
806-36520	RENT PROCEEDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-37633	TRANSFER IN-GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-37641	LOAN PROCEEDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-37660	TEMPORARY LOA	\$45,000.00	\$18,036.60	\$3,301.96	\$26,212.83	40.08%
806-37670	TEMPORARY LOA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
806-38830	OTHER INCOME	\$0.00	\$68.12	\$68.12	-\$68.12	0.00%
806-38880	USER FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 806 ECONOMIC DEV RESERVE		\$55,000.00	\$22,494.05	\$3,951.80	\$31,705.68	
FUND 808 CODE ENFORCEMENT						
808-33275	GRANTS-OTHER	\$3,250.00	\$0.00	\$0.00	\$3,250.00	0.00%
808-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
808-36540	REFUNDS & REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
808-37630	TRANSFER IN-OT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
808-37633	TRANSFER IN-GE	\$8,500.00	\$0.00	\$0.00	\$8,500.00	0.00%
808-37650	SALE OF INVESTM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 808 CODE ENFORCEMENT		\$11,750.00	\$0.00	\$0.00	\$11,750.00	
FUND 809 POLICE FORFEITED PROPERTY						
809-36510	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
809-36531	FORFEITED PROP	\$0.00	\$758.63	\$758.63	-\$758.63	0.00%
FUND 809 POLICE FORFEITED PROPER		\$0.00	\$758.63	\$758.63	-\$758.63	
FUND 901 GASB 34						
901-36530	SALES OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 901 GASB 34		\$0.00	\$0.00	\$0.00	\$0.00	
FUND 902 GASB 34						
902-31030	SPECIAL ASSESSM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
902-37640	PROCEED FROM S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
902-39320	PREMIUMS ON BO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 902 GASB 34		\$0.00	\$0.00	\$0.00	\$0.00	
		\$7,636,691.00	\$1,693,556.41	\$353,834.88	\$5,913,474.86	

Tracy Economic Development Authority  
March 16, 2016  
Minutes



Dennis Fultz called the Meeting to order at 7:05 A.M.

Members present: Sis Beierman, Dennis Fultz, Bill Chukuske, Sarah Willhite, Tony Petersen  
Members Absent: Tam Schons, Kurt Enderson. Also present: Mike Votca, Tara Onken, Cal Brink, Jason Swanson and Brian Hinrichs.

A motion was made by Tony Petersen and seconded by Sis Beierman to approve the March 2<sup>nd</sup>, 2016 Minutes. All voted in favor of the motion.

Swanson introduced Hinrichs to the board and shared a little bit about the services that Prairie View offers. Swanson voiced his concerns with Hospice potentially locating in Tracy. He shared concerns of a strapped labor force. He also mentioned Prairie View currently has 15 beds open, and are working on updating some suites in the South Wing.

Onken provided update that 27 surveys are complete, with more scheduled. Onken asked the board which remaining businesses should be put at the top of the priority list. Onken noted the feedback has been great and she has had a great response from local business owners.

Onken updated the board regarding the Red Rooster site – Onken and a small committee have been trying to work on a solution to the problem to get property owner, lender and potential purchaser to come to an agreement, but it is still in the early stages.

Contractor of Choice – Jeff Ellingson building was discussed. 2015 payment has been received, and 2016 payment will be due in June. Ellingson's intention of the building is unknown at this time whether or not they will keep the property, list it for sale or rent it out. Onken will contact David Ellingson regarding future plans for the property.

Board discussed 301 Craig Avenue property. Onken shared there are 2 offers on the property. The property is still an asset of the FDIC, but the asset management company is changing – Onken is trying to get in contact with the new asset management company to submit the offers.

Votca provided update on wastewater treatment plan – Phase 1 of the street and utilities work on 4<sup>th</sup> Street and E. Hollett is moving forward with Rural Development. RD sent back comments that the engineers are working through. The final plans on the ponds have been submitted to RD and we are waiting on a permit for discharge from MPCA, expect this to take a few months.

The parking lot by Sanford was discussed – there are 3 parcels that the parking lot sits on. A motion was made by Bill Chukuske and seconded by Tony Petersen to allow Votca to work to

transfer title to the city so the city can transfer ownership to Sanford when the close on the sale of the hospital next month. All voted in favor of the motion.

A motion was made by Petersen and seconded by Willhite to adjourn the meeting. All voted in favor of the motion. The meeting was adjourned at 7:45 AM.

Respectfully Submitted,

Tara Onken

Tracy Economic Development Authority

April 6, 2016

Minutes

Dennis Fultz called the Meeting to order at 7:00 A.M.

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

Members Absent: None.

Also present: ~~Mike Votca~~, Tara Onken, Luann Hansen

Chukuske suggested Onken add a note in the minutes regarding Onken was to contact Frank Neilsen for assistance regarding the Rooster property and any assistance he can provide. All agreed that would be added. A motion was made by Bill Chukuske and seconded by Sis Beierman to approve the March 16th, 2016 Minutes. All voted in favor of the motion.

Onken provided update that around 35 surveys are complete thus far. Onken announced that results are being compiled and will be presented at the May 18<sup>th</sup> meeting to the board, with most likely another meeting to present the results to area business owners and the general public. All would be welcome to attend.

Onken updated the board regarding the Red Rooster site – Onken recently spoke with an interested party, and they are definitely not un-interested, but not ready to move forward at this time. Onken will continue to do some information gathering.

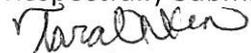
Board discussed 301 Craig Avenue property. A private party from the area is in negotiations with the FDIC, and the EDA withdrew their offer.

The board discussed lending practices and policies – Onken said she is gathering examples from other cities and will share them with the EDA board in the near future. After a lengthy discussion, the EDA discussed they would like Onken to prepare a statement saying they do not support providing city water and city sewer services outside of city limits. Onken will provide a statement and bring to the next EDA meeting for discussion and approval.

Chukuske announced there are 2 vacancies, and one moving out soon. Tax abatement options were discussed, and Luann Hansen, our real estate agent for the properties was there to add her input into the discussion. After many different options were laid on the table, a motion was made by Tony Petersen and seconded by Sis Beierman that the recommendation will be made to the city council for a tax abatement of the city portion of the taxes with the following terms: Year 1 – 100% abated, Year 2 – 80% abated, Year 3 – 60% abated, Year 4 – 40% abated, Year 5 – 20% abated, and then after year 5 the property would fully be back on the tax rolls, and the 4-Plex will be listed as one property for sale instead of each unit individually. All voted in favor of the motion. Onken will reach out to our attorney to get the paperwork started and a resolution drafted.

A motion was made by Petersen and seconded by Schons to adjourn the meeting. All voted in favor of the motion. The meeting was adjourned at 7:57 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tara Onken". The signature is written in a cursive style with a large initial 'T'.

Tara Onken

Tracy Economic Development Authority  
April 20, 2016  
Minutes

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

Members Present: Bill Chukuske, Dennis Fultz, Sis Beierman, Sarah Willhite, Tony Petersen, Kurt Enderson

Members Absent: Tam Schons

Also present: Mike Votca, Tara Onken, Roger Lorenzo

A motion was made by Bill Chukuske and seconded by Tony Petersen to approve the meeting minutes for April 6, 2016. All voted in favor of the motion.

A motion was made by Bill Chukuske and seconded by Kurt Enderson to approve the agenda. All voted in favor of the motion.

Onken reported she had given out some more small cities grant applications, but no completed applications had been received yet. Onken also reported that results of the Business Retention and Expansion survey will be presented to the EDA Board on May 18<sup>th</sup>, with a task force retreat to follow.

Regarding the Contractor of Choice Building, consideration was given from Jeff Ellingson to EDA for the vacant lot adjacent to the building, however the Deed was never recorded and title never transferred to Jeff. After a lengthy discussion, a motion was made by Tony Petersen and seconded by Sis Beierman to return the funds to the estate and get proper documentation drafted by the city attorney to send to the executor of the estate, with the end goal being the EDA getting total undisputed ownership to the vacant lot. Onken voiced her concerns if Mr. David Ellingson was opposed to this option, she asked what the board would like her to do. It was said that the board would cross that bridge when the time comes. All members voted in favor of the motion.

The O'Brien Court Management Agreement was discussed. Votca and Onken shared with the board we are waiting for a response from Sanford to see if they are interested in continuing the agreement and if so, upon what terms. Board members encouraged Onken to reach out to Sanford again to check on status and move the issue forward. Onken will reach out to Sanford. Tony Petersen said he would like to explore other options in the event that Sanford isn't interested, and would like to be proactive and get a management agreement created of what our ideal agreement would be.

Votca provided an update to the wastewater treatment situation. Some permits are in the process of being approved. He was unsure when bids would be going out for the wastewater project, however he believed the bids for the street project would be going out in June. Rural

Development is reviewing final construction drawings for the ponds, the funds have been approved already, and we are waiting on approval for a discharge permit.

Townhome Tax Abatement options were discussed. Onken presented the board with the resolution that was drafted by our attorney. A motion was made by Chukuske and seconded by Peterson to prepare and submit to city council the resolution saying they will approve to the tax abatement upon the sale of the townhomes from the EDA to a private party. Onken will make sure proper notice given in the newspaper. All voted in favor of the motion.

Roger Lorenzo inquired about the townhomes on 5<sup>th</sup> Street that are for sale. The EDA board expressed they would sell as a set of 4, but would entertain selling as a set of 8. Roger asked if the EDA Board would be open to selling on a Contract for Deed. The general feeling in the room was that a Contract for Deed is the least desirable type of sale, however the EDA Board encouraged Roger to work with the listing agent on the property to come up with an offer in writing so the EDA could formally discuss and make a decision based upon a written offer.

Chukuske provided an update on the townhomes. There are currently 3 units open and one application in progress.

A motion was made by Enderson and seconded by Chukuske to adjourn the meeting at 7:48 AM. All voted in favor of the motion.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Tara Onken".

Tara Onken

12D

## PLANNING AND ZONING COMMISSION

April 4, 2016

The regular meeting of the Tracy Planning and Zoning Commission was called to order at 6:00 p.m., Monday, April 4, 2016 in the Council Chambers of the Municipal Building. The following Commission members were present: T. Peterson, R. Fredericks, R. Martin and B. Chukuske. Absent were P. Cooreman and S. Willhite. Also present were M. Votca, City Administrator and S. Daniels, Building Inspector.

A typo on the last line of the minutes would need to be corrected. Motion by Fredericks, seconded by Martin to approve the minutes for March 7, 2016 as amended. All voted in favor of the motion.

Motion by Martin, seconded by Fredericks to approve the agenda as presented. All voted in favor of the motion.

Votca stated with the annexation of the Fultz land the City Council agreed with the recommendation from the Planning and Zoning Commission. Once we have the finalized area which is still under review with the State and USDA. Once they have an accurate description of that property then they can move forward with annexing that in. The City will have to wait till they make the purchase but once they have the definite description of that property then they can move forward with annexing that in. This property can be annexed either by an orderly annexation with agreement through the township where the City can do an annexation by ordinance as the owners of that property. They will have to discuss with legal counsel which way is the easiest and best way to do that. Peterson asked if a public hearing is required. Votca stated they would have to do a public hearing for the ordinance or the other way. There are less notice requirements if the City owns the land because the City had to have a hearing to own the land so either way there will be hearings at different times. Chukuske stated there is an issue of land for the ponds, there is also some hunting land out there and asked what the status was on that. Votca stated at the last meeting they did not get into it too much detail but basically said that whatever the City buys will be annexed in and controlled by the City and that will create some issues. Firearms cannot be discharged in City limits so if we do that that would eliminate that. Chukuske asked if the Fultz's sold that land separately would the City be willing to not annex it and give access to that hunting land. Votca stated he could not speak for the Council but he does not see where that would be a problem. He has talked to Fultz and he is either way. The City would annex whatever they buy for the ponds. If that land is not purchased because they do not need it for some reason then they do not need to annex it. Martin stated the problem with being within 400 feet of City land. Chukuske stated that where the ponds are going to be is a long way from where the hunting land is. Votca stated the northwest side is where the water is discharging to so that part the City might have to take or discharge to the land the City owns. The area of the ponds needs to be fenced in so no one would be able to get to it anyway.

Votca said the next piece is the compost site and the City Council agreed with that one also. He did talk to Donald and Carolyn Engelkes about that property to get the ball rolling. They shared some paperwork with him but he has to get the legal people working on the land swap and the

different rights for the road. The City has certain rights to a piece of property that those past the road that they would like to have control of. The City is using a piece of land that they actually own. How do they clean that up and get that to be their ownership and our ownership. Votca stated that Nielsen did not get very far and Don and Carolyn had not talked to him for a while and there was no filing of paperwork or anything like that. He will get the ball rolling again. It should not be too hard and if the City owns it they can either way on how they proceed on it. There will also be public hearings, etc. about it. Votca has not talked with the township about this but felt they would not have that many issues. Daniels stated the things to be annexed would be the road and site once you got out there. Englekes own the railroad right of way which is between the dump and the road. The City has the right to put the road past the dump. So they would like the City to own some of the land and the City give up the rights to that road that goes past the dump. Votca stated they just need to get the legal documents together to make it safe.

Votca stated the last one they put up a recommendation to annex the land next to Buysse's. We did not say to annex the property tomorrow and stated they had to go through the process to have it done anyway. Votca states there is a lot of politics involved in this. There will be an annexation that if there if someone wants move forward with developing any part of that property for housing or anything of that sort, hospice house of any kind of developments they would like to do would have to do some annexation in that area there. Votca stated his plan was to let the EDA talk about it as they are the group that develops things. It will not get solved at the next EDA meeting and will be other meetings outside of city meetings that will get this issue solved. There will be meetings with different groups about how to proceed with developing the City of Tracy. Votca has been looking at old files from the Planning Commission about 2000 at the latest comprehensive plan document that there is and has another one from 1980's. He wants to review them to see what kind of issues were in there that they should consider. Peterson stated that how that land gets purchased is not the problem of the City. Votca stated they think that is the place to build the Hospice House. There is still the issue of building roads and installing utilities. Peterson stated that part of them lots to the west of where they would like to put the Hospice house is in city limits but does not think it has been zoned and in order to building the Hospice house it needs to be zoned R-2. Votca felt that since it is a medical facility it could go into one of those. Peterson said the nursing home and hospital are sitting in an R-2 right now. Daniels felt it would be better to make it an R-1 if it is going to be single family housing and get a special use for the Hospice house. Votca will check on the zoning for the next meeting. Chukuske stated that they should first talk to the Buysse's about selling this land and should have talked to Monroe Township about whether or not they are interested in annexing that in. In talking to the Buysse's there is one person that has been speaking for the Hospice which does not mean that's the board. This person wants this chunk of land and the board is not necessarily in agreement with that. In talking with the board of Hospice in Murray County we have other properties in Tracy where they could put a Hospice House. They were not aware of this. In discussions with the Buysse's, they are willing to sell this acreage of property up to Elm Street and are not willing to go to Hollett Street. He feels that a lot of things need to be backed up and re-looked. If the Buysse's are willing to donate this acre of land and if a gravel road could be made and let them tap into the existing sewer. Before that he would like the board of the Hospice to look at other properties that are in town. Chukuske feels that between the media and other sources things got out of hand and the Buysse's are very emotional about this right now. He and Denny Fultz sat at the kitchen table with the Buysse's last week and talked to them about

what is going on. He addressed to Daniels and Votca that one of the things that is really bothering the Buyssees right now is there are people standing in their driveway and walking around their home surveying and all that and no one has talked to them about this because of the 4<sup>th</sup> Street Project that is going in. Daniels stated they talked with them after the meeting the other night. Chukuske asked that if they are planning on doing something, because of 4<sup>th</sup> Street, the City should be willing to compensate them fairly for crop loss. Someone should be talking to them why people on their property and why they are putting up flags, etc. They told Mrs. Buysse they are going to run a temporary alley around her house and not happy about because nobody has come to them and tell them what they are going to do and here is what we are going to pay you to do that because it is their land. Someone needs to communicate with the Buyssees. Votca stated there are going to be several meetings about that road in the next couple weeks and they have expressed that they are not happy about it but are willing to work with us to get what we need to do.

Chukuske asked if this acre of land where they want to put the Hospice House and if they are willing to look at other lots we have that would be great. It does not make sense to him if Larry Buysse is willing to sell land up to Elm Street, for the City to spend that kind of money. Buysse is not interested in being a land developer. The City would have to spend all this money themselves. With what happened on Sunrise he does not see the City selling those lots. Chukuske questioned if there was any way if the Buyssees donated the acre, could they do their own gravel road and just tap into the City water and sewer. Daniels stated it could be done but would have to contact MPCA to make sure. Chukuske stated that if the MPCA would let the City tap in that they would be willing to have their own gravel and develop their own lot. What he has heard from the nursing home they are upset because they do not want to pay an assessment. If they do not have to pay an assessment is the bottom line. They are looking at a big assessment if State Street was extended. If they could just do a gravel road like they did with the Gramstads, they paid for it and then they can just tap it. Daniels said the only bad thing is they would expect snow removal. Chukuske felt they could do their own snow removal. If they do not agree with that they can find another lot to build. Votca said they are going to pave the parking lot and would have to meet some specifications for drainage.

Chukuske stated that he has noticed that the housing is getting terrible and there are more and more dilapidated houses around Tracy. Even with the grant monies through WCA. It is almost getting to be an embarrassment. Daniels stated that he has sent out 16 notices. Peterson asked if there is any method where they go in and inspect unoccupied. If someone asks for water service in a house, if no one has lived there for a period of time, it needs to be inspected before water service will be set up. Peterson stated the City is the customer for WCA so we need to tell them what we want. There is a property owned by Bob Richards that is completely shot. How can the City get rid of that and who is going to pay for it? Chukuske stated that across the alley from him is where Wade and Darlene Rasmussen live and this has been dilapidated property forever. They have split and they both have moved away so now that house sits there. How do we as a City and he as a landowner would be willing to buy that property if he could fix it up. He does not know what type of condition it is in. So this house will probably going to sit there for how many years before and then it will be too late. Chukuske asked how someone can get in there before they are too far gone so that someone could go in and probably fix this up. How can the

Planning and Zoning Commission be able to get a hold of that and get rid of it? If you drive around town there are a lot of bad properties. There are a lot of good ones to protect.

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

ATTEST:

\_\_\_\_\_  
City Administrator

12E

Tracy Relief Association  
4/4/2016  
Regular Meeting

President Vogl called to order the regular meeting of the Tracy Relief Association with Chief Johnson, Clay Carron, Adam Hansen, Adam Connor, Carl Nyquist, and Kevin Nordsiden present.

Reading of Minutes: Approved as read.

Treasures Report: Beginning balance of \$500.00. 3-17-16, Check # 728 to Abdo, Eick and Meyers for 1096/1099 for \$85.00. Ending balance of \$415.00

Investments: Investments as of 4-4-16, \$364,029.55 a gain of \$6,442.60

New Business: Requiring 2 signatures for all checks. Motion by Chief, 2<sup>nd</sup> by Nyquist.

Membership: Application from Adam Bruder and new application from Eric Hansen will layover until there is an opening.

Retirements: None

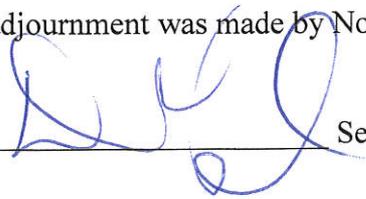
Committee Report: None

Bills: Received \$1,000 reimbursement from Engesser retirement. Motion by Chief, 2<sup>nd</sup> by Nyquist to keep Special Account at \$500.00 and put the rest in investments.

Old Business: None

Motion for adjournment was made by Nordsiden, 2<sup>nd</sup> by Chief.

President:



Secretary:



# Balance Sheet

**Description:**

April 2016 Special Fund

**Starting**

**Balance:**

**\$415.00**

Date	Item Description	Received	Payment
4/4/2016	Deposit - Engesser Retirement Reimburse	\$1,000.00	
4/14/2016	Bremer Investments #729		\$915.00

Receivable **\$1,000.00**

Payables **\$915.00**

Current Balance **\$500.00**

12F

## March 8, 2016

The meeting of the Tracy Aquatic Center Committee was called to order at 5:00 p.m., Tuesday, March 8, 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.

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

Votca updated the committee with the number of employees expected to return for employment at the aquatic center in 2016. To date, we have six (6) returning guards, two (2) of them will be part-time. Eight (8) new guards are all going to training March 18-20; one (1) new guard will be training at the YMCA; one (1) is not of age yet but will be before June and plans to go to training; one (1) is being trained at the YMCA on her own; and one (1) is in basketball and unsure yet. Only one (1) WSI is coming back from last year with another unsure yet. Three (3) new WSI are attempting to get into classes and two (2) would show interest but are unable to until there are lifeguard certified. Votca informed the group that Pam Anderson has been hired as an assistant manager and he continues to work on hiring one (1) more.

The open/close dates, hours of the pool and swimming lesson dates all have been established and there will be no changes. Swimming lesson offerings are still being discussed. The American Red Cross Learn to Swim levels offered are okay but the committee believes there should be some offering to toddlers not yet ready to start Level 1 of Learn to Swim Lessons. Without knowing how many WSI, it is difficult to register lessons. Struchen asked if the instructor could have a helper so class sizes were not limited. Votca informed the committee that helpers cannot instruct but can help. Carlson introduced the idea of having a non-certified water exploration class. He felt if this type of class was well defined with goals and accomplishments, it could be a revenue maker for the aquatic center. He further felt there would not be a liability issue as long as the class had well defined structure with expectations defined. The committee thinks this is a good idea and should be revisited at a future meeting.

Peterson, Votca and Shannon Benson revised the Tracy Aquatic Center Employee Manual for the committee to review. Carlson shared several areas of the manual he felt needed to be changed which include:

- Use just the easy parts of the hiring policy
- Remove where the lifeguard tube is located and remove the whistle and hip pack clause of the rescue ready position
- Add requirement for a lifeguard to be in the water at the bottom of the slide in the rescue ready position
- There should be a 15 minutes break every 4 hours, not a 10 minutes break every hour in the rotation section

- The rotations should occur more often. Every 20 minutes instead of every 30 minutes.
- The entire in-services procedure is a good idea. The intent of the in-services would be to encourage and carry-out teamwork
- The uniform policy needs to be tightened up. Staff needs to be identified by a Tracy Aquatic Center t-shirt or sweatshirt at all times
- The aquatic center should not close at any time due to low attendance
- The pool slide rule for riders being 48" tall needs to be removed because it is not enforced and the lifejacket rule for riders being under 48" tall is confusing and needs removal as well
- Lifejackets should not be allowed. The floatation device & Lifeguard Rules section will need to be updated
- There are multiple sections regarding food. Can food be brought in to the facility or not? Will there be a concession stand?

Fredericks left at 5:55 p.m.

All committee members agreed enforcement of all rules need to be enforced. If this is not done, control is lost.

Carlson asked Votca to see that the upkeep of the park was done this coming season. He said the weeds and the grass were bad. Struchen added the thistles were bad as well.

Motion by Anderson, seconded by Struchen to adjourn the meeting at 6:20 p.m. The next meeting will be held Tuesday, April 12, 2016 at 5:00 p.m.

Respectfully submitted,  
Madonna Peterson

126

Multi-purpose Center Board  
March 17, 2016  
Minutes

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

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

A motion was made by Engel to approve the minutes from the 15 December, 2015 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 Engel. All voted in favor of the motion.

The board had a discussion regarding bingo. Hanannasch informed the board that he would ask the golden age club to host bingo.

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.

The meeting was adjourned at 4:25PM.

Respectfully Submitted,



Michael Votca

12H

TRACY PUBLIC LIBRARY BOARD MEETING MINUTES

3 MARCH 2016

6:30 PM

The following members were present Sarah W., Trudy W. Peggi P., Sandy S., Rhonda F. and Library Director Val Quist. Not present Christina B, Phyllis B. and City Admin. Mike V

Meeting called to order at 6:30 pm.

1. APPROVAL OF THE MINUTES:
2. APPROVAL OF THE AGENDA:
3. NEW BUSINESS: NONE
4. OLD BUSINESS: NONE
5. VAL'S UPDATE: On Feb 20, Colleen Gengler was at the library. She spoke about her family history/farm. Ten people attended.

Val met with Tracy ECFE class. She talked about the 1,000 Books Before Kindergarten and the Summer Reading Program. She signed up four new children for 1,000 Books Before Kindergarten. Three for Tracy and one for Balaton.

Authors Erin Hart and Paddy O'Brien will be at the library on March 14, at 7pm

Tracy Reads will be held this spring. It is being sponsored by Jim and Tom Keul in memory of Vic and Marie Keul. The book is Lord Grizzly by Frederick Manfred.

Open computer lab continues every Thursday from 2-7 pm.

Winter Reading will continue through the end of March. There are quite a few patrons that have turned in cards and they are working on second and third cards.

Val talked to Brian Parrie from Advanced Health, Safety and Security about the asbestos in the basement. He put together an estimate which is \$ 3,680. It would take about two days to complete.

We are on the schedule for Mike Peterreins this spring for the new locomotive for the children's section.

Val updated us on Plum Creek's Advisory Council meeting.

6. ADJOURN: All voted in favor.

Rhonda L. Fredericks  
Secretary

To: City Council

From: Mike Votca

Date: 05/09/16

Re: Hospice House Utility Service

---

13A

City Council Members,

On Wednesday, 27 April members of the city staff, and EDA met with representatives from Murray County Hospice in order to discuss ways to move forward with their proposed project. During this meeting it was determined that there are two alternatives to provide sanitary sewer and water to the hospice house proposed location north of Prairieview Nursing Home.

The first option is to construct a new sanitary sewer and water main from E. Hollett Street South to State Street to allow the hospice house to connect to both services. This construction would be done in the right of way that is currently in place for the expansion of 5<sup>th</sup> Street E. This option would improve the water service in this area by looping the water and eliminating dead ends in the water main. It would be beneficial for the sewer service as well, because it would ensure enough depth for fall in the line for proper flow. This option would however create a situation where property owners would incur special assessments for the improvements to their property. Water and sewer improvements are paid 100% by the property owners. Special assessments may be deferred for undeveloped parcels of property, until development of the property is made.

The second option is to construct an extension to the sanitary sewer and water at State Street to the north to allow the hospice house to connect to both services. This construction would be done in the right of way that is currently in place for the expansion of 5th Street E. This option would eliminate a majority of the special assessments and the Hospice House would incur most of the cost of the project.

The planning and zoning commission met on 2 May, 2016 and determined that they would recommend that the city go with option two. If This option is chosen by the City Council, we would need to make a decision on how to finance this project. My recommendation would be to either create special assessment for all of the project to be paid by Murray County Hospice or enter into a development agreement with Murray County Hospice to pay for the entire improvement.

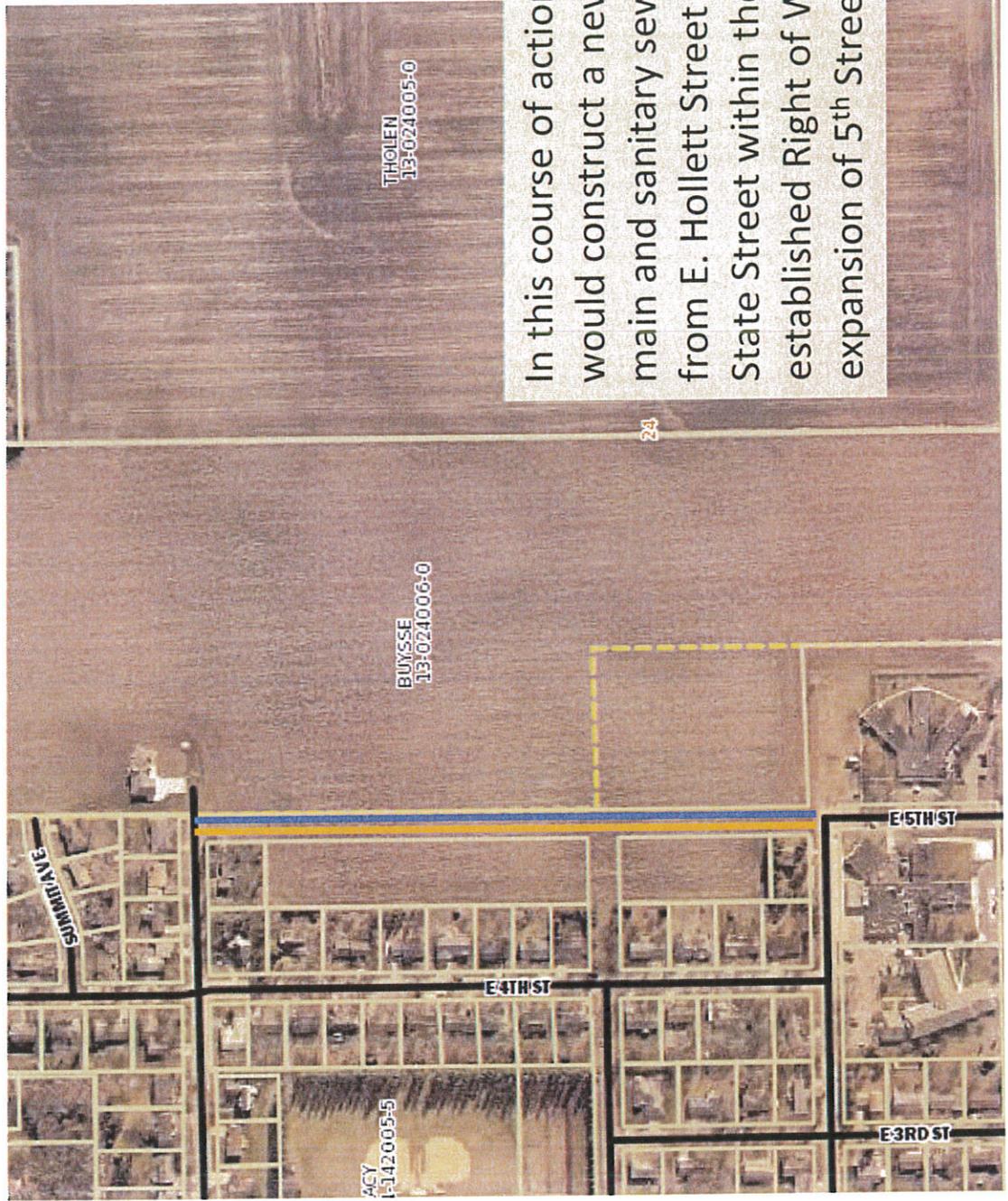
I welcome further discussion on this topic at our meeting.



Michael J. Votca  
City Administrator

Encl

# New Water and Sewer Main



In this course of action the City would construct a new water main and sanitary sewer main from E. Hollett Street south to State Street within the established Right of Way for expansion of 5<sup>th</sup> Street E.

# Water and Sewer Extension



In this course of action the City would construct an extension of the water main and sanitary sewer main from State Street north far enough for a connection to the hospice house within the established Right of Way for expansion of 5<sup>th</sup> Street E.

13B

## Request for Proposals

Sealed proposals will be received in the City Administrator's Office in the Municipal Building until 4:30 PM, June 6, 2016 for public broadcast and video recording equipment in the City Council Chambers located at 336 Morgan Street, Tracy, MN 56175. Project award scheduled not later than June 6, 2016 project to be completed not later than September 23, 2016.

The project should provide digital recording and broadcast equipment which:

1. Meets the specifications of all franchise cable television providers (Vast Broadband and Charter Communications) to broadcast live and pre-recorded High Definition and/or Standard Definition videos on the franchisee provided public education and government (PEG) channels.
2. Allows the City of Tracy to play recorded video on the PEG channel as well as broadcast via a website on the internet linked or embedded to the City of Tracy Website [www.tracymn.org](http://www.tracymn.org).
3. Allows the City of Tracy to broadcast public service messages in a presentation type of format on the PEG channel when the video feed is not broadcasting.
4. One camera to face and record the city council desk.
5. One camera to face and record the podium.
6. Integration of current audio system with the broadcast equipment that incorporates the sound into live video broadcast and video playback on the PEG channel and on the internet broadcast site.
7. Option 1: A device to display documents on a display unit in the council chamber room.
8. Option 2: A mobile 55" to 60" monitor display that can be utilized through the room for presentations.
9. Option 3: One year annual software maintenance contract and hardware assurance contract for major equipment.

Winning firm will be responsible for all necessary permits.

The City of Tracy is exempt from Minnesota Sales Tax.

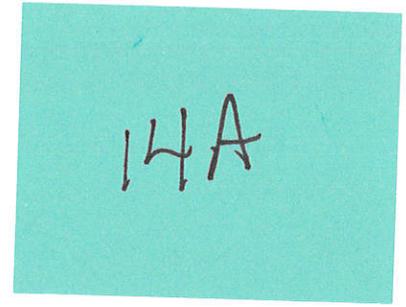
Envelopes must be marked "Public Broadcast Equipment Project" and must bear the name of the submitting person or firm on the outside of the envelope. Proposals must include a copy of firm's liability insurance naming the City of Tracy as an additional insured.

Proposals may be hand delivered or mailed to:

City Administrator  
366 Morgan Street  
Tracy, MN 56175

Contact the City Administrator Office at 507/629-5528 for site visitation. The City of Tracy reserves the right to reject any and all proposals and to waive technicalities and irregularities.

Michael J. Votca  
City Administrator



---

**2016**

**Aquatic Employee Manual**

**Tracy Aquatic Center**

---

For Internal Use Only

# SEASONAL AQUATIC CENTER EMPLOYEE HANDBOOK

## MISSION

To offer exceptional aquatic programming at the Tracy Aquatic Center with professional and courteous staff that specialize in making the aquatic complex an inviting, fun, and safe facility.

## VISION

The Aquatics Program will rely on its strengths to:

- Provide exceptional recreational and educational opportunities that promote aquatic awareness for the community.
- Provide a clean and safe aquatic area that provides opportunity for all individuals, regardless of ability, to participate in aquatic activities.

## INTRODUCTION

The intent of this manual is to communicate to you the information necessary to help in maintaining a safe environment in and around our City. This manual must be read, in its entirety, by every seasonal aquatic center employee.

Your work requires a high degree of responsibility, reliability, dedication, and maturity. Reading this manual will explain the requirements and expectations of your job as well as assist you in dealing with any problems which may arise in performing your job, as well as explain to you basic policies and procedures.

You must remember that the public is always watching you. Always treat them with respect and courtesy. They are responsible for your pay and they expect to see their tax dollars spent wisely. Handle criticism quietly and praise with delight. Your behavior reflects on **ALL** City Employees!

You must never lose sight of your need to continually improve your job skills. You are responsible for all material in this manual, and you are expected to refer to this manual frequently. Please study these materials carefully and comply with the regulations stated within this manual.

## WORK RULES

These rules must be followed at all time. Failure to abide by these will lead to suspension and/or termination.

- Your first responsibility at **ALL** times is **SAFETY!**
- Strictly enforce all safety rules and procedures

- Report to work on time
- Wear proper attire
  - Swim suit approved by the City
  - Shirt or sweat shirt provided by the City
  - Long pants, glasses, gloves, and ear muffs while using mower or weed trimmer
  - Stay in assigned work area and communicate necessary changes with manager
  - Refrain from any unnecessary actions or horse play
  - No ipods, phones, or any other electrons
- Must be fully trained to operate any equipment or vehicles
- Always be alert
- Know the Emergency Procedures and other procedures
- Respond promptly to any emergency situation that may arise
- Report any missing or damaged equipment to manager(s)
- Assist with the maintenance of all the equipment, pool, and grounds
- Use appropriate and tactful measures when dealing with the public
- You are responsible for all scheduled work shifts (see substitution section)
- Perform related duties as directed by the manager

### **PRIVATE USE OF PUBLIC FACILITIES**

No employees shall use any of the public facilities for private use after hours of closure.

### **SCHEDULING DAYS OFF**

You are responsible for all scheduled shifts and work assignments (see substitution section). Requested days off must be provided to the manager prior to the 15<sup>th</sup> of the previous month of the requested time off (example: to request a day off for June, the request needs to be given to the manager prior to the 15<sup>th</sup> of May).

### **RAIN DAYS**

In case of rain, you will be given time off without pay. If rain starts during the course of the work day, you will be sent home upon the manager or assistant manager's instructions. If there is any question whether you should come to work, check with the manager or assistant manager.

### **LAST DAY AVAILABLE TO WORK**

Please let your manager know by August 1<sup>st</sup> your intended last day of work.

## **INJURIES ON THE JOB**

All job-related injuries must be reported to a manager **immediately**. A first report of injury form must be completed by you and the manager within 24 hours of the injury to comply with safety standards and OSHA regulations.

## **HAZARDOUS SUBSTANCES**

Be aware that some of the materials you may be working with are hazardous substances. Read all labels and follow the prescribed method of use and first aid procedures prior to use of any products.

## **PAY CHECKS**

Pay day is every other Friday. You will be paid for the full two previous weeks. You must sign your time card in order to be paid. Please contact your manager or City Hall for any questions.

## **HIRING POLICY**

Two performance appraisals, one mid-season and one at the end of the season, will be conducted and reviewed with the employee. These appraisals will be done by the manager of the employee. The completed performance appraisal evaluation form will be placed in the employee's history file.

## **ANTI-HARASSMENT POLICY**

The Tracy Aquatic Center is committed to providing a working environment free from harassment of any kind. We insist that all employees refrain from any behavior that causes harassment, including sexual harassment, against other employees or applicants for employment based on membership in a protected employment classification. The Tracy Aquatic Center strives to provide an environment free from all forms of harassment or intimidation based on age, race, religion, color, physical or mental handicap, sex, national origin, ancestry, or any other proscribed basis of employment discrimination. Any employee who violates this policy will be subject to corrective action, which may include discipline, up to and including discharge.

Harassment occurs when unwelcome conduct, comments, touching, teasing, joking, or intimidation interferes with work or creates an intimidating, hostile or offensive environment. Unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature are also serious violations of this policy and are prohibited. Examples of this type of conduct include unwelcome sexual flirtations, advances, or propositions, displays of sexually suggestive objects or pictures, or sexually explicit or offensive jokes.

No manager, supervisor or other employee may threaten or imply, either explicitly or implicitly, that another employee's or applicant's refusal to submit to sexual advances will adversely affect any condition of that person's employment or career development.

The Tracy Aquatic Center is aware that conduct, comments or behavior which may be offensive to some individuals might be considered inoffensive by others. Because of this, it is difficult for managers, supervisors and employees to learn of and take effective action to halt harassment unless the affected individual alerts a manager or supervisor both of the occurrence and of the fact that the conduct in issue is offensive and unwanted. We will make every effort to halt harassment of any kind. Anyone who believes that they have been subjected to harassment by a coworker, vendor or constituent has a duty to bring the matter to the attention of any member of administration with supervisory or management authority immediately.

Several options are available to you if you feel you have been subjected to harassment. You should first tell or otherwise communicate to the alleged harasser that you find such behavior offensive and ask them to stop. If this doesn't work, or if you feel uncomfortable bringing up the subject with the alleged harasser, report the situation to your direct supervisor or any member of management. If you feel uncomfortable raising the matter with a supervisor, or if the matter is not resolved with one of those individuals and the problem persists, you should bring the matter to the attention of the City Administrator or City Council

You are encouraged, but not required, to approach the harasser or any other specific individual. You may go straight to the City Administrator or City Council, if you wish, even for what you may consider to be a minor harassment incident. You are required, however, to report the harassment to **somebody** in management. The City will make every reasonable effort to halt any harassment. This policy will not be effective, however, without the cooperation of all employees. Any individual who believes that he or she has been subjected to harassment has the duty to bring this fact to the attention of management promptly so that the problem can be dealt with.

We realize that harassment situations can be sensitive. All allegations of harassment will be treated seriously and investigated promptly and discreetly. Confidentiality will be maintained to the extent possible during the investigation. If an investigation shows that harassment has occurred, the City will take immediate and appropriate corrective action reasonably designed to halt the harassment and prevent recurrences, which may include discipline, up to and including discharge, of the harasser.

Retaliation or discrimination against someone for complaining about harassment is prohibited and will not be tolerated. Retaliation against witnesses or other individuals who cooperate in a harassment investigation is also prohibited. If you believe you have been retaliated against, even if the retaliation is subtle, report this fact immediately to someone in City management. Anyone found to have retaliated against an individual because of a harassment complaint or because of cooperation in the investigation of a complaint will be subject to discipline, up to and including discharge.

## **POLICIES TO PROTECT CHILDREN AND STAFF**

1. If a child is injured and requires first aid, it is advisable that the child be attended by at least two employees whenever possible (usually the manager and the front desk worker).
2. Staff who must conduct individual conversations with a child shall do so only in areas where others may see and hear the conversation of staff and child.
3. Children are released only to their legal guardian or someone designated by the guardian (someone the child or you know personally).
4. Children shall not be touched on areas of their bodies which are not socially or morally acceptable except in cases of bodily injury, and then only by a person trained in first aid.
5. Staff may not use physical punishment, verbally abusive comments, or denial of the necessities such as food or use of the bathroom as tools of reprimand.
6. Staff working with very young children should be identified by a badge or uniform that the children can readily recognize.
7. Staff must immediately report any signs of injury or possible abuse to their supervisor and must document their report in writing.

In the event that criminal charges are filed against an employee, the particular individual who is charged will require, usually at their cost, a lawyer to act on their behalf. If a civil action is pending or commenced against the individual and the organization, legal counsel should be retained without delay.

## **GRIEVANCE PROCEDURE**

It is the policy of the City insofar as possible to prevent the occurrence of grievances and to deal promptly with those which occur.

When any employee's grievance comes to the attention of a Department Head, said Department Head shall discuss all relevant circumstances with the employee, consider and examine the cause of the grievance, and attempt to resolve it to the extent that he/she has authority to do so. If the employee's grievance was not dealt with satisfactorily at that level, the grievance may be carried to the City Administrator. If the problem cannot be resolved with the City Administrator, he/she may then go to the City Council, who will act as a grievance board and will have the final determination.

**DISCIPLINE AND DISMISSAL:** City employees shall be subject to disciplinary action for failing to fulfill their duties and responsibilities including all policies included in this handbook. Every disciplinary action shall be for just cause and the employee may demand a hearing or use the grievance procedure with respect to any disciplinary action which he/she believes is either unjust or disproportionate to the offense committed. The Supervisor or Department Head shall investigate any allegation on which disciplinary action might be based before any such action is taken.

Except for severe infractions or misconduct, malfeasance or incompetence, disciplinary action against any employee shall be progressive and follow the steps listed below:

- Oral reprimand.
- Written reprimand. A written reprimand shall be issued to the employee by the Department Head or Administrator describing the problem, past occurrences and what needs to be done in the future to correct the problem. The reprimand shall be signed by the employee as acknowledgment that he/she has received the reprimand. Signing of the reprimand does not mean that said employee agrees with the reprimand. The reprimand shall be placed in the employee's personnel file, but shall be removed from the file after one year from the date of issuance if there have been no subsequent reprimands and no other disciplinary action that has been instituted.
- Suspension without Pay. If further action is warranted, the employee shall be suspended without pay. The Department Head or Administrator shall notify the employee in writing of suspension and its length. An employee may be suspended pending investigation of the allegation, but if the allegation proves false through the hearing process outlined in this section, the employee shall receive all compensation to which he/she would have been entitled had the suspension not taken place.
- Dismissal. If the employee has continued to neglect his/her job duties, the Administrator may dismiss him/her after the employee is given a notice in writing at least five working days before the effective date of the dismissal. The notice shall contain the reasons for dismissal, the employees' rights to a hearing under these rules and veteran's preference law where it applies.

If in the judgement of the Department Head or Administrator a severe infraction concerning misconduct, malfeasance or incompetence of job performance has taken place, the employee can be dismissed without following the first three steps of the above process.

- Hearing. In any case of suspension or dismissal, the employee shall be granted a hearing before the City Council if the employee submits a written request for such a hearing to the Council within five working days of the notification of the action taken. The hearing shall be held within ten working days from the date the request is filed unless the City and the employee agree on an earlier or later date. If disciplinary action involves the removal of a veteran, the hearing shall be held in accordance with Minnesota Statutes, Section 197.46.

**RESIGNATION:** Any employee wishing to leave the municipal service shall file with his/her Department Head at least 14 days before leaving, a written resignation stating the effective date of the resignation and the reason for leaving. Failure to comply with the procedure may be considered cause for denying the employee future employment by the City and denying termination leave benefits. Unauthorized absence from work for a period of three consecutive working days may be considered by the Department Head as a resignation without such benefits.

### **RESCUE READY POSITION:**

Rescue ready position is:

- Sit upright in the guard chair during open swim, lap swim, swimming lessons, and/or water aerobics
- Lifeguard strap from the lifeguard tube is held on thighs or on arm chair ledge by feet.
- Maintain an erect posture and an alert attitude at all times. At no point should the body slouch or legs crossed in the chair, etc.
- Do not leave your lifeguard stand without permission from the manager for any reason
- Refrain from unnecessary talking or visiting with swimmers or spectators. Participating in this type of activity is detract you from constant surveillance of the swimmers
- Enforce all rules and prohibit unsafe activities
- Report swimmers not obeying aquatic center rules to the manager to carry out punishments
- Discourage swimmers from congregating around lifeguard chairs
- Have a whistle and use it sparingly. One whistle – routine. Three whistles – EMERGENCY
- Be aware that you can be held liable for your actions or lack of actions
- Do not leave the Aquatic Center until the manager on duty dismisses you

### **ROTATIONS:**

The Tracy Aquatic Center is a multi-guard facility. Rotations procedures are enacted to provide efficient and safe supervision of the facility.

There is a 10-minute break each hour. The break is announced over the sound system. Swimmers must exit the pool quickly. Lifeguards may go into the lifeguard area or they can use this time to swim and cool off. They must follow all regular

Aquatic Center rules. The end of the break will be announced over the sound system. The 10 minute break will be from the time that everyone has exited the pool to the time the whistle blows to re-enter the pool. The break shall not exceed 10 minutes.

Please note: Both lifeguards in the lap pool will collect the balls when break is called and place them in the guard garage. No balls will be allowed during breaks.

### **ROTATING AROUND STATIONS:**

Lifeguards will comply with the following procedures while rotating:

- Lifeguards will rotate every 25 minutes during open swimming hours
- Only one lifeguard should move at a time beginning with the guard seated in the chair with the watch
- Walk and scan entire zone when rotating about stations
- All lifeguards are responsible for assisting the moving lifeguard with watching the area of the pool where rotation is occurring
- Keep conversation to a minimum with the guard that is being relieved
- DO NOT make eye contact with other guard. If eye contact is being made with the other lifeguard the water is not being watched
- Rotations should be made quickly and smoothly

### **WHISTLE COMMUNICATION:**

- 3 LONG WHISTLE BLAST for all emergencies
  - Lifeguard signaling emergency situation (distressed, active, or passive)
  - Lifeguard signaling emergency situation (head, neck, or back injury "PLEASE CLEAR POOL")
- You may use the whistle to get the attention of patrons to communicate hazardous behaviors. Please inform patrons that come to your station with questions to talk wait until your break, or discuss with the manager on duty; unless it is concerning an emergency.

# **ALL AQUATIC EMPLOYEES**

## **EMPLOYEE INFORMATION AND IN-SERVICE TRAINING:**

All aquatic employees are responsible for any information covered during training sessions, monthly in-service trainings, posted memos, posted shift schedules, memos placed in your locker or e-mailed to you, and information in the aquatic training manual.

## **TRAINING SESSIONS:**

Training sessions are to follow staff in-services at least once per month. During the training sessions all aquatic employees will work on team building initiatives and activities. Other items to be addressed during training are scheduling, signing of student aquatic agreement forms, and review of policies and procedures.

**\*Check your schedule for meeting dates.**

\*Failure to attend these meetings will result in disciplinary action.

## **IN-SERVICES:**

It is American Red Cross standard that any person in possession of a lifeguard certification will complete in-services at least once per month. Each in-service offered by the aquatics program is a minimum of one hour long. Aquatic employees must attend each in-service offered throughout their employment with the Tracy Aquatic Center; however, if an aquatic employee cannot attend the scheduled in-service, they must notify the Manager at least 72 hours in advance for approval. Notification is not be an excuse to miss an in-service.

The Assistant Manager, Manager, and current LGI are responsible for teaching these in-services. Items to be addressed during in-services should include, but are not limited to: Prevention, Fitness, Response, Leadership, and Professionalism. Also to be covered by these in-services is the Tracy Aquatic Center Emergency Procedure.

**Check your schedule for in-service dates.**

\*Failure to attend these in-services will result in disciplinary action.

## **PROFESSIONALISM:**

Professionalism is understanding the job and the responsibilities that come with it while applying skills correctly, wearing the appropriate uniform, and delivering great customer service. If a staff member achieves all the above while at work, the pool will maintain the standards of excellence expected in all areas.

## **UNIFORM POLICY:**

All aquatic employees are expected to be in uniform while he/she is working. This means you must be in uniform before you clock in to work. Please wear the uniform in an appropriate manner. No alteration of the uniform is permitted at any time.

### **On-Duty Lifeguards must wear the following:**

- Approved lifeguard-style swim suit
- Red, Tracy Aquatic Center staff t-shirt (provided by City of Tracy)
- Red, Tracy Aquatic Center Sweatshirt
- Shorts must be black, navy, white or red and be at least fingers length when arms are straight down at sides
- All clothing must be in good conditions, with no tears, rips, holes or fading. Undergarments of any type are not to be showing
- Whistles and first aid hip packs must be with guard at all times. Lifeguards are expected to make their own personal checks of their hip packs to ensure there are adequate first aid supplies
- At all times moderate appearance is expected

*\*\*\*The following are not permitted while working: closed-toes shoes, sweat pants, long pants, etc. Any article of clothing that could restrict movement if a rescue is needed.*

## **PERSONAL APPEARANCE:**

If an aquatic employee's hair is long, it must be pulled back in such a way that it will not interfere in teaching lesson or during a rescue, and will allow the aquatic employee to perform CPR and rescue breathing with ease. Facial hair must be kept trimmed or you may choose to be clean shaven.

## **JEWELRY:**

Jewelry including necklaces, belly button and facial piercings, etc. is NOT permitted. These items can easily become caught or entangled with the rescue tube, lane lines, victim, etc. during rescue. Earrings ARE permitted while working for the Tracy Aquatic Center.

## **SUBSTITUTIONS**

All aquatic employees are responsible to work the hours assigned by their manager. If an aquatic employee is unable to work his/her assigned shift, it is his/her responsibility to obtain a substitute from the approved employee list. If a substitute is not found, the aquatic employee is obligated to work the assigned hours. Failure to not show up for a shift without notice will warrant disciplinary action. It is not acceptable to call at the last minute to help cover a shift unless it is an emergency, such as family death or sudden illness. All aquatic employees and their substitute must sign in the substitute book and have the manager on duty sign to approve the change. You are still responsible for your shift until all signatures have been acquired and recorded in the substitute book. For planning purposes, if you know that you will be gone, or are planning to be gone for whatever purpose, please secure a sub as soon as possible. Substitutions will ONLY be accepted for requests that are 72 hours away from your scheduled shift, unless in case of EMERGENCY. In case of an immediate emergency, contact the manager on duty and they will find the sub for you. Remember, we are a TEAM, and substituting for one another is a great sign of teamwork.

## **CELL PHONE**

Employees are not allowed to use cell phones or any other device while on duty. Cell phones are to be stored in lockers or vehicles. Anyone found using this type of device on the lifeguard stand will be terminated immediately.

## **POOL RESTRICTIONS**

Managers reserve the right to close the pool early for threatening weather, emergencies, cleaning and for unforeseen circumstances beyond our control. Managers have the authority to close our facility if the air temperature becomes questionable. On days when the weather is not conducive to swimming, our

managers have also been given the discretion to close the pool. There are many things to consider when closing due to weather and we try to make the best decision based on forecasts, information from the Tracy Police Department and other various factors.

When thunder and/or lightening are first noticed the pool will be evacuated until thirty minutes after the last thunder is heard. If thunder or lightening occurs again within the thirty minute period, another thirty minute time limit goes into effect.

## **TRACY AQUATIC CENTER POOL POLICIES, RULES, REGULATIONS AND PATRON RESPONSIBILITIES**

The following policies are to be strictly enforced:

### **SANITATION REQUIREMENTS**

- All swimmers are required to wear a swimsuit in the pool. No outside clothing is allowed in the pool
- Please limit your time in the showers to conserve water. Showers are for rinsing off before and after swimming
- No one with sores, open wounds, bandages or other infections may enter the water

### **SAFETY REQUIREMENTS**

- Enter the water only when a lifeguard is on duty and is present on the pool deck at their guard station
- Only lifeguards are allowed in the lifeguard chairs
- Our lifeguards are here to protect and aid in swimmer's safety. Please do not disturb or distract their attention by engaging in conversation
- Obey lifeguards at all times
- No running is allowed on pool deck
- No pushing or horseplay is allowed. Please walk on pool deck. No pushing or throwing a person into the water or under the water
- No diving off of pool deck at any time. Diving allowed in designated area only
- No tag games allowed on pool deck
- No riding or standing on shoulders
- It is recommended that weak or non-swimmers stay at a pool depth meter of no more than 5 feet deep. Tracy Aquatic Center does not provide such equipment to keep patrons afloat in the deep areas of the pool
- Children 10 years of age and younger must be supervised at all times by a responsible person, 16 years of age or older
- Patrons are not allowed to bring and use their own personal floatation aides (see Floatation Device and Lifejacket Rules)

- Kickboards, pull buoys, and running belts are allowed in the pool only during lap swim, water aerobics, and swimming lessons, but the lifeguard may limit use if the pool is crowded or are not used for its intended purpose
- Use non-breakable plastic containers - NO GLASS - food/gum allowed on deck
- No food or drink allowed in the water
- No food or drink may be brought into the facility. Guests may bring their own food for picnics in the area adjacent to the aquatic center
- Smoking is not permitted on the premises and must be asked to leave the grounds to smoke
- Horseplay or inappropriate equipment usage in the pool will not be tolerated
- No hanging or sitting on the lane lines or pulling on the ropes
- Anyone caught vandalizing the pool will be prosecuted
- All children Ages 3 and under must wear swim diapers and rubber pants
- No spitting, spouting of water, or blowing nose in the pool
- No gum is allowed in pool areas
- No jewelry, bobby pins, or other loose metal can be worn into the water
- Patrons are not allowed in the guard room, office or mechanical room
- Only managers are allowed in the office
- No climbing on or over fences
- Pool storage bags are available for storage of items. The Tracy Aquatic Center is not responsible for lost or stolen items
- No solicitation or loitering is permitted on premise
- Patrons failing to follow the rules are subject to removal from premises
- No hanging on snake head
- No standing on snake or raft
- Do not flip over snake or raft

## ZERO DEPTH POOL RULES

Please keep an eye on your child at all times.

- No one allowed in zero depth area without a lifeguard on duty.
- Only children 6 years and under are allowed in the pool. Children must be supervised at all times by a responsible person, 16 years of age or older.
- Lifeguards are for safety purposes ONLY. They are not babysitters. It is each adult's responsibility to maintain discipline and supervision of the child for whom he/she is responsible. Lifeguards are responsible for enforcing safety rules and responding to emergencies.
- No diapers allowed in the pool. All children who usually wear diapers must wear swim diapers and rubber pants. These are available at the front desk for purchase.
- If child is unable to stand and/or walk, an adult must be with the child in the pool at all times.
- Water toys will be allowed in the pool within reason.
- The Aquatic Center is not responsible for stolen items.

## **POOL SLIDE RULES**

- No jewelry, watches, or eyeglasses.
- Keep hands and feet inside of flume.
- Please do not ride if pregnant or have physical restrictions.
- All slide users ride at their own risk.
- No swinging body at top of the slide.
- Must sit or lay on back to go down the slide.
- Feet first only.
- No trains.
- NO STOPPING in the slide. This can be very DANGEROUS!
- No one is allowed to catch another at the bottom of the slide.
- Children are not allowed to play under the slide. Riders must exit the drop slide area immediately by using the steps.
- No sitting on the edge of the slide area or the steps.
- No playing in roped off area.
- All potential swimmers must pass a swim test if required by the lifeguard.
- Lifeguard to be in the water at the bottom of the slide in the rescue ready position when slides are open.

## **DIVING BOARD RULES**

- Wait until lifeguard gives you the okay to proceed to dive.
- No diving or jumping from sides of boards.
- No back dives, back flips, reverse or inward dives or somersaults allowed. Person must dive or jump straight off the board.
- No sitting, laying down or hanging on the diving boards.
- Swimmer must be able to swim to the edge of the pool.
- One person at a time on the diving board.
- One person at a time on the ladder while waiting in line to using the diving board.
- No one is allowed to catch another in the diving well.
- Swimmer waiting to dive must wait at the end of the ladder with both feet on the ground until previous diver has reached the poolside ladder.
- Swimmers must exit the diving well promptly by using the poolside ladder. No recreational swimming allowed. Swim to the closest ladder after diving off the boards.
- Swimmers are not allowed in the diving well.
- All potential divers must pass a swim test if required by the lifeguard.

## **DROP SLIDE RULES**

- One rider at a time.
- Slide in a sitting position. No head first slides. You must go down feet first.
- Do not attempt to stop in the slide.
- Swimmer must be able to swim to the edge of the pool. Non-swimmers are not permitted.

- Swimmers must exit the diving well promptly by using the poolside ladder. No recreational swimming allowed. Swim to the closest ladder after diving off the boards.
- No lifejackets

### **FLOTATION DEVICE & LIFEJACKET RULES**

- No balls, noodles, swim fins, scuba gear, or aqua socks are allowed. NO FLOTATION DEVICES of ANY KIND ARE ALLOWED except during special events and certain circumstances.
- Lifejackets are not allowed.
- Approved toys are allowed in the zero depth pool ONLY.
- No squirt guns of any kind are allowed.

### **EMERGENCY PROCEDURES**

If a situation arises in which a Lifeguard anticipates a potential rescue situation, he/she should blow the whistle three times to signal an emergency. Following a rescue, the Lifeguard who performed it should go to the Aquatic Center guard area and dry off and rest until he/she feels ready to go back outside.

Guards not involved in the rescue should immediately recognize the emergency whistle and adjust and cover things accordingly.

#### **Minor Emergency Procedure**

- Lifeguard responding to the emergency situation jumps in and performs the rescue.
- Lifeguard closest to the responding lifeguard covers the water and assists in any way possible.
- Third lifeguard blows their whistle three times and gets swimmers out of the water, then assists with the rescue.
- Manager instructs front desk worker to call 911 for an ambulance.
- Manager opens side gates for ambulance and waits for arrival.
- All other lifeguards lead swimmers to the picnic shelter area where they should remain until told otherwise.
- Manager should fill out an accident report and meet with police officials for any paperwork.
- Use manager discretion on whether the pool should be closed.

#### **Major Emergency Procedure**

- Lifeguard responding to emergency situation jumps in and performs rescue.
- Second lifeguard nearest to responding lifeguard jumps in and assists with the rescue.
- Third lifeguard blows their whistle three times and gets swimmers out of the water, then assists with the rescue.
- Manager instructs front desk worker to call 911 for an ambulance.
- Manager opens side gates for ambulance and waits for arrival.

- All other lifeguards lead swimmers to the picnic shelter area where they should remain until told otherwise.
- Manager should fill out an accident report and meet with police officials for any paperwork.
- Close the pool.

### Chlorine or Fecal Emergency Procedure

- Lifeguards blow their whistles and get swimmers out of the water immediately.
- Manager instructs front desk worker to call 911 if necessary.
- Manager opens the gate for ambulance and waits for arrival.
- Lifeguards lead swimmers to the picnic shelter area where they should remain until they can be checked by emergency personnel.

### Life Threatening Emergencies:

- Unconscious or altered level of consciousness
- Breathing problems
- Chest pain, discomfort, or pressure lasting more than a few minutes
- Persistent abdominal pain or pressure
- No pulse
- Severe bleeding
- Vomiting blood or passing blood
- Severe (critical) burns
- Suspected poisoning
- Seizure on land – unless person is known to have periodic seizures
- Stroke
- Open fracture
- Victim condition is worsening
- Seizure in water
- Any victim removed from under water
- Suspected head/neck/spinal

### **In case of an emergency, dial 911**

- **Emergency phone located at the west wall of the pool house**

\*\*\*While closing the pool for any reason is an inconvenience, keeping you safe should never come secondary and is always our priority\*\*\*

## TRACY AQUATIC CENTER HANDBOOK

### Aquatic Staff Commitment Agreement to the Aquatic Program Manual

As an employee of the City of Tracy and Tracy Aquatic Center, I understand that it is my responsibility as a member of the Aquatics Program to ensure every person I come in contact with has a positive experience. This commitment to service sets me above the rest. I want my fellow aquatic staff to enjoy working with me and for the patrons we serve to value me as part of the experience they seek.

I understand that a positive attitude, commitment to excellence, and maintaining the Tracy Aquatic Center standards of quality, integrity and respect are my responsibility. I will always set a positive example for those I work with and those that work in other program areas of the Tracy Aquatic Center.

As a representative of the City of Tracy and the Tracy Aquatic Center team I commit to:

- Being punctual and on-time to scheduled shifts and meetings
- Keeping open lines of communication with fellow members of the aquatic staff and also with the Assistant Manager and Manager of the Tracy Aquatic Center
- Consistent role modeling of professional standards of conduct (during/post scheduled shifts)
- Being attentive to detail, attend all scheduled in-services, demonstrate skills correctly, and demonstrate good attitude
- Working collaboratively with others to accomplish tasks and goals, including subbing
- Having fun and paying attention while interacting with patrons and fellow team members
- Providing excellent customer service that distinguishes myself and the Tracy Aquatic Center from similar places in the community

I have read and understand the commitment I am making to the Aquatic program at the Tracy Aquatic Center and agree to all the responsibilities laid out in the Aquatics Program Manual. I will make every effort to ensure that I will be able to deliver outstanding customer service. I am committed to being a positive example and role model at all times. I also understand that if I should have any questions related to my responsibilities and required actions and/or behaviors as a member of the Aquatics team, I will discuss them with the Assistant Manager and Manager of the Tracy Aquatic Center.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



***Office of the County Assessor***

607 West Main Street

Marshall, MN 56258

Phone (507) 537-6731

E-MAIL: SherriKitchenmaster@co.lyon.mn.us

May 2, 2016

Tracy City Council  
336 Morgan St  
Tracy, MN 56175

Members of the City Council,

This letter is in regards the Local Board of Appeal and Equalization Meeting that was held on April 25<sup>th</sup> at 7:00 p.m. in Tracy, Minnesota. It has been brought to our attention that Tracy lost their powers in 2015 due to lack of a quorum present at the 2015 meeting and the 2016 meeting should have been an open book. The Department of Revenue has notified our office that the meeting held on April 25<sup>th</sup> is considered an invalid meeting. All the actions taken that night are null and void. I will be taking all changes to the county board of equalization for their approval on June 21<sup>st</sup> and we will be notifying all taxpayers who appeared or contacted us to review their property by letter of this change.

In order to have a Local Board of Appeal and Equalization meeting in 2017 your council will need to pass a resolution and provide a copy of that resolution as well as proof of a trained member to the assessor's office by February 1<sup>st</sup>, 2017.

I am attaching the letter from the Department of Revenue.

If you have any questions, please call me at 507-537-6732.

Sincerely,

Sherri Kitchenmaster  
Lyon County Assessor

CC: Amy Rausch

Attachments

## MINNESOTA • REVENUE

April 28, 2016

Sherri Kitchenmaster  
Lyon County Assessor's Office  
[SherriKitchenmaster@co.lyon.mn.us](mailto:SherriKitchenmaster@co.lyon.mn.us)

Dear Ms. Kitchenmaster,

It has come to our attention that on April 25, 2016 the city of Tracy held an invalid Local Board of Appeal and Equalization meeting. The local board lost their powers in 2015 due to lack of a quorum present at the 2015 meeting. Therefore, the board should have lost their powers for 2015 and 2016. The 2016 meeting was held as a local board of appeal and equalization meeting rather than an open book meeting. This meeting is considered to be an invalid meeting for a couple of reasons. First, to reinstate board powers, the board must pass a resolution prior to February 1 of the current assessment year. This resolution was never passed for the 2016 appeal season. Second, the board and the county should have discussed the error when a meeting date/format was set. A local board of appeal and equalization meeting was listed on the valuation notices as well as published/posted. This was incorrect since the local board should have been an open book meeting.

Since this meeting is considered to be invalid, all actions of the City of Tracy Local Board of Appeal and Equalization are null and void. If you believe these changes are appropriate, they can either be made at the County Board of Appeal and Equalization. As the county assessor you will need to notify the local board that this particular change was null and void.

Sincerely,

**JESSI GLANCEY**  
**State Program Administrator Principal**  
Property Tax Division  
Phone: 651-556-6091  
Email: [proptax.questions@state.mn.us](mailto:proptax.questions@state.mn.us)

Cc: Amy Rausch