AGENDA

1. **CALL TO ORDER** of regular meeting of the Tracy City Council at 6:30 p.m., Monday, May 23, 2016

2. **PLEDGE OF ALLEGIANCE**

3. **INVOCATION**

4. **APPROVAL OF THE MINUTES** for May 9, 2016

5. **APPROVAL OF THE AGENDA**

6. **PUBLIC COMMENT**

7. **PUBLIC HEARING**

8. **REPORTS**

   A. DEPARTMENT HEAD REPORTS

9. **PETITIONS, REQUESTS, COMMUNICATIONS**

   A. VMC ADDITIONAL ITEMS REQUESTED
   B. ACTIVE LIVING PLANNING – SWRD
   C. TRACY COMMUNITY HEALTH FUND

10. **LEGAL ISSUES**

    A. ELECTRONIC DEVICE USE POLICY FOR THE MAYOR AND CITY COUNCIL MEMBERS

11. **RESOLUTIONS**

    A. RESOLUTION NO 2016-14 APPROVING PAYMENT TO DUININCK INC. FOR WORK COMPLETED ON 2015 STREET PROJECT

12. **CONSENT CALENDAR**

    A. MUNICIPAL ACCOUNTS PAYABLE

13. **UNFINISHED BUSINESS**

    A. ROOFING QUOTES
    B. 5TH STREET EAST EXTENTION – I+S GROUP

14. **NEW BUSINESS**

    A.

15. **MAYOR AND COUNCIL COMMUNICATIONS**

May 9, 2016

The regular meeting of the Tracy City Council was called to order at 6:30 p.m., Monday, May 9, 2016 in the Council Chambers of the Municipal Building. The following Council members were present: Mayor Ferrazzano, D. Johnson, Jr., 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 Miller.

Motion by Johnson, seconded by Enderson to approve the minutes for April 11. 2016. All voted in favor of the motion.

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

There were no public comments.

Tom Olinger, from Abdu, Eick and Meyers was present to give the City's audit report. Olinger stated they will go through the Management Letter and if there are any questions regarding the Audit Report, he would be happy to answer those.

On the first page of the Management Letter (ML) they did have an unmodified opinion or clean opinion which this year was a little bit more that they had to do really to Gasby-68 on pension liabilities that are out there. They did implement that which included a pension liability of about $900,000 from PERA and went through the actuarial of the Fire Relief Association and that actually had a pension asset of about $31,000. The thing to point out related to the PERA liability it is not really a cash liability that needs to be funded by cash. That is funded over a period of time based on what PERA calculates the contributions over the years.

Olinger pointed out on Page 2 of the ML talks about segregation of duties. It is important to have the Council reviewing disbursements and approving disbursements. There are not enough employees in the office to have segregation of duties going forward.

Page 5 is Material Audit Adjustments. During the year they adjusted Capital Assets, Inter-Fund Loans, Special Assessments, Notes Receivable and Debt. The staff went through some training with AEM and this year the adjustments dropped significantly throughout the year so will continued to work with management to make those adjustments throughout the year to provide better financial information throughout. Olinger said they appreciate management working with them to try to reduce those adjustments.

Page 8 outlines the General Fund Balance. As of 2015 the General Fund Balance was at 31.6% of next year's budget which is right at the percentage the State Auditor recommends which is about 30-50%. There was a nice increase in the fund balance of the General Fund of about $200,000 and makes the GF healthier than previous years.

Page 9 shows that overall Revenues exceeded budget by about $35,000 and Expenditures had a favorable budget variance of about $153,000. A combination of that resulted in the $200,000 increase in Fund Balance leaving a remainder of about $670,000 in Fund Balance in the GF. Olinger stated he would have more concerns if they were not transferring dollars out for Capital Reserves so there are some funds out there that they are transferring dollars for future improvements or equipment. As part of the GF, there was a transfer out of $214,000 and $105,000 of that was a transfer for Capital Reserve Funds. The other major portion is the $81,000 that went over to the Aquatic Operations for this year.

Some of the favorable budget variances such as Streets and Highways were about $42,000, EDA $18,000 and Airport $28,000. Olinger stated that one thing new with the GF was there was some additional state aid this year for Highway Aid.

Page 10 is the GF Revenues. The overall revenues increased by about $80,000 this last year so collecting over $2 million in Revenues, so it stayed pretty consistent from the previous year. It has some gradual increase in the additional state aids and contributions that came in that increase.

Page 11 is the GF Expenditures for this year decreased by about $130,000 compared to the previous year. The City is at about $1.8 million in expenditures from this last year. That helped increase that fund balance for this last year. The overall per capita is $877.00 for overall expenditures. The per group from last year was about $738.00.

Page 12 is the Special Revenue Funds and most of those funds stayed pretty consistent from the previous year and EDA deceased by about $16,000 due to loans made during the year which reduced that fund balance for this last year.

The Debt Service Funds that are being paid back by either taxes or assessments and this is not paid back by Water and Sewer Utilities. Overall the cash was $981,000 and the City currently has about $4.5 million remaining in debt. Each of the funds there is nothing it is showing as deficits in those funds. The 2007 Street Utility and Abatement improvement bonds have matured and can be closed into the Refunding Bonds for this last year and those dollars can be used to pay back those bonds.

Olinger stated that looking at the 10 year debt detail of the principal and interest payments there is a little drop in 2017 for debt service principal and stays consistent until 2023. Taking a look at this and scheduling your debt and keeping this flat allows for not having tax levies and spikes over a given period. Olinger feels this is something that this is something worth planning out to see that.

Capital Project Funds as talked about earlier and the overall equipment reserves that are being transferred out from the General Fund, there is a $100,000 in Police Equipment, General Equipment replacement of $226,000 and the Fire Department Replacement is at $52,000. The 2014 Street Project had a slight deficit of $35,000 and feels that project may be pretty well closed and they could go ahead and close that fund when everything is complete.

Page 14 shows the Enterprise Funds. O'Brien Court overall cash flow stayed about the same as the previous year and there is about $149,000 in cash compared to $147,000. Currently no debt and limited activity in that fund.

Page 15 the 5th Street Apartment cash flow this year they really had to balance out the case and not necessarily going backwards in cash for this fund. A balance of $140,000 in cash is desired. The City is paying off some debt within this fund and then currently it has $0 cash but has some advances from other funds of $146,000 and $20,000 and $66,000 that needs to be paid back to another fund that is loaning for that cash deficit.

On Page 16 the Orchard Lane Fund did decrease its cash this year and at the end of the year they have an advance from another fund for $22,000 that will need to be paid back there. In 2013 it went backwards and 2014 it was even for cash flows and dropped back again for overall cash flows for Orchard Lane.

Page 17 consists of the Liquor Fund where there was operating income of about $667 but overall net income of about $6,000. There was some cash back into this particular fund so there was an additional $22,000 increase in cash. This should continue to be built up over the next years and there is probably not the ability to do any operating transfers at this point until the cash flow is built up. 2013 loss will drop off and the past two years there have been positive numbers there for that fund.

Page 19 the Water Utility Cash flow the cash did decrease this past year mainly due to Capital Improvements within that fund. There is some timing with bonding that will be coming on there. Currently there is about a $24,000 cash deficit. Looking at next year the City will get some of those bond proceeds to reimburse that and get it back to the levels that it needs to be at. Votca

stated that is one of the funds that is carrying a lot of weight on the planning for the future wastewater/street and utility projects for next year.

Page 20 the Utility Surcharge cash flow did have a slight increase of about $4,000 this last year. Dollars that are coming in related to that surcharge and there is currently about $136,000 in that fund.

Page 21 the Tracy Medical Center had a little bit of cash inflow this last year of about $16,000 and currently has $384,000 cash in that fund.

Page 22 is a similar thing that was talked about with the Water Fund there was a significant Capital items in the Sewer Fund which reduced some of the cash reserves. Last year there was $300,000 of cash reserves in that fund and now are at the operating minimum is for that particular fund. There will be some additional bond proceeds coming back in to replenish that.

Eastview Apartment cash flow had a slight decrease and if you take a look at the past 4 (four) years it has been a similar decrease in each of those years. There is currently $101,000 in cash which is above where the operating needs to be at the $35,000 and are continuing to buy down the bonds payable and are at about $125,000 in bonds payable at the end of the year.

Refuse Collection is a trend that should be addressed and the last three years have had decreases from operations. Two (2) years ago were at about $30,000 and now down to $6,000. Rates related to that Olinger guessed there was some recycling outside of the normal garbage collection is that there are some costs that can be made up there. Votca stated that rates were increased this year and that should help a little bit.

Page 25 the Deputy Registrar cash is about $29,000 this year which is adequate for that particular fund.

Page 26 the Overall Ratio Analysis and looking at the Debt Service Coverage the City is at about 0.8% and the number they need to shoot for is 1.0% and that means the City has enough operations to cover the debt service payments. This could be directly related to some of the town homes and apartment complexes that are generating enough dollars to pay back the debt from operations and that is where that cash is going backwards at that point. The debt per Capita did decrease this year by $400 and looking at next year for that to spike back up as the debt comes back on. Taxes per Capita did increase this year to about $500 which is slightly above what the per group has of last year $464.

Capital Expenditures were increased this year. That goes in line with the Capital Assets left to depreciate for the governmental business type activities and telling how old the Capital Assets are and infrastructure looks like. Olinger said the City is consistently over the 37% over the last three years. The governmental is the street infrastructure, building, vehicles related to street. The other per group out there is at about 56%. There are a couple projects the City will be doing that will bring that back up. Business Type Activities is the water, sewer, infrastructure and any equipment related to that.

Olinger said the City should continue monitoring the General Fund and should not let it drop much below the 30%. The biggest thing is there will be a lot of debt coming on the water/sewer fund and will have to make sure those rates in line to pay back that debt. This will have to be monitored going forward.

Mike McDonald had requested a street closure of 3rd Street on May 21, 2016 from 12 p.m. until 6:00 p.m. for Make a Wish for Lily. He wants to secure a rain date of 4 July 2016 as a rain date for the event. Council agreed to this request.

Votca stated that Fire Chief Dale Johnson III is 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 2016. He does not feel there is much impact financially to add these two people. It does affect the pay the fire department received as they split a budget that is set each year. This would not be an impact on the pension plan or the budget. Votca stated that

is in support of this increase. Motion by Schons, seconded by Johnson to increase the fire department members from 26-28 members. All voted in favor of the motion.

Votca stated the property tax abatement is a multi-step process for the 5t Street Apartments. The EDA has been trying to sell the 5th St. Apartments for the last six (6) months and they are trying to offer an incentive to sell the apartments to abate taxes for five (5) years. To do this a public hearing is required to discuss this and then this is discussed and have the public hearing a resolution can be made that the City is willing to do that once the interested party decides they want to buy the apartment complexes and right now they need to set the public hearing and have that discussion if the Council is interested in this process. Votca stated the audit report showed the apartments are not making much money. Votca stated the proposed resolution is in the agenda packet. Tara Onken from the EDA stated there is a resolution that should be passed now so when they advertise the tax abatement we know there is City Council buy in because otherwise it can be advertised it and then Council members change down the road with election in the fall and if they do not sell for a while that we need the resolution passed now. Then when they have a full amount on the sale of the property then a different resolution would be needed to have closer dollar amount. Onken stated they have a closer dollar amounts and they have an estimate from Lyon County so the EDA has a ballpark of what they would be now. It is $16,100 so in the resolution they put a tax abatement not to exceed $17,000 at this time. They would go back and revisit that. If the apartments would not sell till 2017 the tax rates are going to be different and would go back and change it then. Motion by Schons, seconded by Enderson to adopt A Resolution Granting a Property Tax Abatement for Certain Property in the City of Tracy. Votca questioned if they could adopt this without doing a hearing. M. Gross stated they can adopt this resolution as it is and then a subsequent resolution to include an additional amount. It would be beneficial to hold the hearing and the resolution can always be modified at that point. All voted in favor of the motion.

Votca stated that each year the City has been making a donation to the Wheels Museum and they are requesting that the City provide that donation again this year. Motion by Enderson, seconded by Johnson to make the donation of $2,000 to the Wheels Museum this year. All voted in favor of the motion. There is also a copy of the bill from the Wheels Museum for the electricity for the sign.

Votca stated the Assessor Services Agreement with Lyon County is for one (1) year to do the assessing for the City of Tracy. This agreement is for $13,428 for the coming year which is $12 per parcel. This past year the City paid $11,675. Motion by Enderson, seconded by Johnson to enter into the agreement with Lyon County for Assessor Services for next year. All voted in favor of the motion.

Votca stated the Wheels Museum is requesting a variance to build a new building on their property. This would be the south side of the property. It was reviewed by the Planning/Zoning Commission. There was a public hearing and no one attended the public hearing and the Planning/Zoning Commission recommends that the variance is approved so the project can move forward. Motion by Schons, seconded by Johnson to approve the variance for the Wheels Museum. All voted in favor of the motion.

Votca stated in the packet is one example of the Solar Garden Subscription Agreement. The City has several premise numbers that the City pays Excel Energy on. There are several contracts that need to be signed if the City agrees to enter into this. When Lee from Geronimo was here, he made a proposal that the City would save 1 (one) cent per kilowatt hour usage which ends up to be about $5,800 a year on the City's energy if they subscribe to 100% of our energy production. Votca stated they could go up to 110% but they recommend not going above 100% as there might be some new project or something that needs to be done that that usage could be used for. This agreement would be for 25 years. This was reviewed by the City Attorney but also the League of MN Cities reviewed the contract as well and they said it was not ideal but it is something they could work with. Gross stated it requires the energy company to maintain the property, pay the insurance and when the solar garden needs to be removed, to repair the property to the condition it was before it was installed. Motion by Enderson, seconded by Johnson to enter into the Solar Garden Subscription Agreement. All voted in favor of the motion.

Votca stated the City has expiring funds because the City does not have a project plan for 2016 at the airport. There is approximately $125,000 that will expire. Elbow Lake, MN chose the City of Tracy they have the same engineering firm that Tracy does for their airport. They would like to agree them using our funds this year and then they transfer them back for us. The City is looking for a project to do master planning for the airport. This has been discussed with the Airport Commission and engineers. Elbow Lake would transfer the funds back to us in 2017. Votca stated that if this is not done, Tracy loses the funds. Enderson stated that in the past years they have done this with other cities and was wondering if Tracy would be getting those back. Votca stated they are working on that. They have been talking with Faribault and owe Tracy funds back. FAA sent a contract so we can start talking with them to get our funds back next year for that also. The Master Planning Project is really important because it can show us all the future improvements and how we want to use that land and what needs to be done at the airport. Motion by Enderson, seconded by Schons to adopt Resolution No. 2016-12 A Resolution Transferring 2013 Airport Entitlement Funds in the amount of $125,000. Votca stated that they will draft up an actual agreement between these people so this authorizes himself and Ferrazzano to sign that agreement. All voted in favor of the motion.

The Consent Calendar consists of the Municipal Accounts Payable, Municipal Accounts Receivable, EDA Board Minutes for 16 March, 6 April and 20 April 2016, Planning Commission Minutes for 4 April, 2016, Fire Relief Association Minutes for 4 April, 2016, Aquatic Center Committee Minutes for 8 March 2016, Multi-Purpose Center Minutes for 17 March 2016 and Library Board Minutes for 3 March 2016. Enderson asked how the Aquatic Center was coming along. Votca stated there will be the first day for taking slips for passes and swimming lessons on 18 March 2016. There are about 18 life guards that they have employed right now and they are just hiring the ones for the front desk and three (3) managers are all hired. There are four (4) swimming lessons instructors. They are working through some things with the concessions. They are looking at adding a new type of swimming lessons for the young children who are just basic introduction to the water. Motion by Enderson, seconded by Johnson to approve the Consent Calendar as presented. All voted in favor of the motion.

Votca stated on 27 April 2016 a meeting was held with Murray Co. Hospice, members of the EDA Board, engineering firm and City Staff. This discussed ways to move forward with their proposed project without affecting too many people's taxes and will work the best for all the parties involved. They looked at a couple different options. They looked at an option to construct a full length utility mains so can be ready for new expansion. They also looked at an option of creating just a small extension of water and sewer and possibly the street. Just enough so the Murray Co. Hospital House can connect to the utilities and connect their driveways to the street. When this was presented to the Planning/Zoning Commission on 2 May 2016. They made the determination they would recommend going with the second option of the short stub. Votca feels this is feasible and good recommendation they made. Votca stated he provided the Council with a letter from Larry and Bonnie Buysse who are at the meeting so you understand what their views are on the whole thing. He feels it is in line with option two (2) is, having that extension and when we get to the annexation portion just annexing the portion required for that part of the house. Mayor Ferrazzano felt that if everyone is in agreement with Option Two (2), that is the easiest thing to do. Gross stated they have been discussing having the Hospice agree to waive the assessment costs and they would pay those entirely. It would be a seamless process after annexation occurs. C. Larson stated they talked about the mechanism for initiating the project would be a petition by Hospice instead of the Council ordering the improvement like the last projects. If the initiate it and it is 100% then we can cut out some of the steps of the 429 process such as. With the waiver of the appeal will help. Larson stated what they would ask for is the Council ask I+S to put together a cost estimate and that needs to be included in the waiver agreement. The City should wait to receive the petition before ordering the improvement. Motion by Enderson, seconded by Johnson to get a cost estimate and to pursue with Option 2. All voted in favor of the motion.

Votca put together what the Council wants to get out of this TV equipment. This will be a project that requires proposals. There was one bid just for materials was $20,000 and another $1,000. Mayor Ferrazzano is okay with the proposal regarding the completion date to e 6 August 2016. Motion by Enderson, seconded by Johnson to adopt the Request for Proposals for the

public broadcast and video recording equipment in the City Council Chambers. All voted in favor of the motion.

Votca stated the Aquatic Center Handbook is one of the things the Aquatic Center Committee has been working on. This is a revamped manual for the employees at the Aquatic Center. This outlines what the rules are for the employees and some of the City Policies. This will be used to train all the employees on June 1-2, 2016 before the pool opens. Motion by Schons, seconded by Johnson to approve the 2016 Aquatic Employee Manual. All voted in favor of the motion.

Votca stated they will be a full Board of Equalization now that there is a trained member and will pass the resolution before February so will try to have it at the next meeting. Votca stated that he knew they had to wait two years as that is what they told him last year. All the recommendations that were made during the meeting will be brought forward to the County meeting and she is sending letters to all the people that attended and letting them know that.

Mayor Ferrazzano was contacted by someone in the Charter the Police Commission is supposed to meet once a year. Votca stated they did have one as they hired a new police officer.

Enderson said that for the Ed Engels fly in and wants to reserve the campground for that one weekend. Schons as why they give him such a hard time. Votca said they are not and are trying to make sure that if there is campground spaces available the City can make revenue. We don't want to give them the entire campground and if you are not using the space, you do not have to pay for it. It is not fair to the other people that they cannot use the space when it is available. Votca stated Engel was told he has to pay for all the spaces or you only get what is paid for. It is not reserved for anyone else. Votca stated that last year signs were put on all the spots and someone could have driven up wanting to rent a space and saw the reserved sign and left so the City lost revenue. Mayor Ferrazzano asked that Engel write a note stating what he needs.

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

ATTEST:

City Administrator

Mayor

8A

Council Agenda Items

To: Mayor, Council and City Administrator

From: Jason Lichty

Date: 03-22-16

Re: Department Head Meeting

Activity reports for March and April are attached.

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

Thank you
Jason

Date 05/18/2016

ANALYSIS - ACTIVITY - DAY

Time 11:06:53
Report CFS24

Agency Tracy Police Dept
Dates 04/01/2016 Thru 04/30/2016

Activity	Sun	Mon	Tuse	Wed	Thur	Fri	Sat	Total
Alarm	0	0	0	0	0	0	1	1
All Other	2	1	1	2	1	3	1	11
Animal Complaint	1	1	0	1	0	1	2	6
Assist	4	7	6	7	1	6	8	39
Burglary	1	0	0	0	0	0	0	1
Compliance Check	0	0	0	0	0	1	0	1
Crim Sex	0	0	1	0	0	0	0	1
Domestic	0	0	1	0	0	0	0	1
Escort - Funeral, Ban	0	1	0	0	1	0	0	2
Gun Permit	0	0	1	1	1	0	2	5
Harassment	0	2	0	0	0	0	0	2
Keys Locked In Vehicl	1	0	2	0	0	0	0	3
Lost Anything	1	0	0	0	0	1	0	2
Parking Complaints	0	0	0	0	0	1	1	2
Property Damage Acc	0	0	0	1	0	0	0	1
Property Found	0	0	1	1	0	1	0	3
Runaway	0	0	1	0	0	0	0	1
School Bus Stop	0	0	0	1	1	0	1	3
Suspicious Anything	2	2	1	1	1	0	0	7
Suspicious Vehicle	0	0	0	1	0	0	1	2
Theft	0	0	0	1	0	2	0	3
Threat	0	0	1	0	0	0	0	1
Traffic Rel Comp	10	3	2	0	2	8	3	28
Trains	0	0	0	0	0	1	1	2
Transport	0	0	1	0	0	0	0	1
Trespass	0	0	0	0	0	1	0	1
Unsecure Building	1	0	0	0	0	0	1	2
Vandalism	1	0	0	0	0	0	0	1
Welfare Check	0	1	1	0	0	1	1	4
Days Total	24	18	20	17	8	27	23	137

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Jason Lichty **BADGE NUMBER:** 230 **MONTH:** April **YEAR:** 2016

GENERAL INFORMATION

ICRs	34
WRITTEN REPORTS	2
ASSIST OTHER AGENCY	2
AID TO PUBLIC	3
AMBULANCE ASSISTS	6
FIRE DEPT. ASSIST	3
OPEN DOORS	0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	0
ACCIDENTS INVESTIGATED	1
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	1

VEHICLE USAGE

MILEAGE FOR MONTH	543
GALLONS OF FUEL	16.1
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Traffice: None
Misd. Arrests: None
Gross Misd.: None
Felony Arrests: Arrested an adult female on a Felony Warrant.

Misc.

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Nicole Gehrke **BADGE NUMBER:** 231 **MONTH:** April **YEAR:** 2016

GENERAL INFORMATION

ICRs	41
WRITTEN REPORTS	2
ASSIST OTHER AGENCY	2
AID TO PUBLIC	1
AMBULANCE ASSISTS	3
FIRE DEPT. ASSIST	0
OPEN DOORS	1

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	0
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	668
GALLONS OF FUEL	49
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Investigated a Criminal Sexual Assault.

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Adam Hansen **BADGE NUMBER:** 232 **MONTH: April** **YEAR:** 2016

GENERAL INFORMATION

ICRs	19
WRITTEN REPORTS	0
ASSIST OTHER AGENCY	3
AID TO PUBLIC	1
AMBULANCE ASSISTS	1
FIRE DEPT. ASSIST	0
OPEN DOORS	0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	0
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	1275
GALLONS OF FUEL	96.75
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Matt Boettger **BADGE NUMBER:** 233 **MONTH:** April **YEAR:** 2016

GENERAL INFORMATION

ICRs	20
WRITTEN REPORTS	3
ASSIST OTHER AGENCY	1
AID TO PUBLIC	0
AMBULANCE ASSISTS	3
FIRE DEPT. ASSIST	0
OPEN DOORS	0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	1
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	264
GALLONS OF FUEL	42.82
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS
Drive to Survive at the MERIT center	8 hours

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Cited male party for DAR
Assisted Redwood County with domestic in Walnut Gove

Date 04/27/2016

ANALYSIS - ACTIVITY - DAY

Time 10:47:55
Report CFS24

Agency Tracy Police Dept
Dates 03/01/2016 Thru 03/31/2016

Activity	Sun	Mon	Tuse	Wed	Thur	Fri	Sat	Total
Alarm	0	0	1	0	0	0	0	1
All Other	0	0	1	1	1	2	1	6
Ambulance	1	1	0	0	0	0	0	2
Animal Bite	0	0	0	0	0	1	0	1
Animal Complaint	0	1	2	2	3	2	2	12
Assist	2	5	3	3	6	2	4	25
Check Fraud	0	0	1	0	0	0	0	1
Civil Matter	0	0	0	1	0	2	1	4
Compliance Check	0	1	0	1	1	0	0	3
Crim Sex	0	0	0	1	0	0	0	1
Elder Watch	0	0	0	0	1	0	0	1
Escort - Funeral, Ban	0	0	1	0	0	0	1	2
Family Matter	1	0	1	0	1	0	0	3
Gun Permit	0	1	0	0	0	0	0	1
Harassment	0	0	1	0	0	0	0	1
Keys Locked In Vehicl	3	0	0	1	3	0	0	7
Lost Anything	1	0	0	0	0	0	1	2
Loud Party, Noise	0	0	0	1	0	0	0	1
OFP/HRO	0	0	0	0	0	0	1	1
Parking Complaints	0	0	1	0	0	1	0	2
Property Found	0	1	0	0	0	0	0	1
Scam	0	0	0	1	0	0	1	2
Suspicious Anything	1	0	1	0	0	1	1	4
Suspicious Vehicle	0	0	0	0	0	0	1	1
Theft	0	1	1	0	0	0	0	2
Traffic Rel Comp	1	1	1	1	3	6	4	17
Trespass	1	0	0	0	0	0	1	2
Unsecure Building	0	0	1	0	0	0	0	1
Vandalism	0	0	0	1	1	0	0	2
Welfare Check	0	0	0	0	0	0	1	1
Days Total	**11**	**12**	**16**	**14**	**20**	**17**	**20**	**110**

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Jason Lichty **BADGE NUMBER:** 230 **MONTH: March** **YEAR:** 2016

GENERAL INFORMATION

ICRs	22
WRITTEN REPORTS	1
ASSIST OTHER AGENCY	1
AID TO PUBLIC	1
AMBULANCE ASSISTS	2
FIRE DEPT. ASSIST	0
OPEN DOORS	0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	1
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	495
GALLONS OF FUEL	29.51
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Traffice: Cited a Juvenile male for Violation of Provisional License.
Misd. Arrests: None
Gross Misd.: None
Felony Arrests: None

Misc. 1) Spoke with Girl Scouts
2) Attended SW Chiefs Meeting in Slayton

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Nicole Gehrke **BADGE NUMBER:** 231 **MONTH:** March **YEAR:** 2015

GENERAL INFORMATION

ICRs	35
WRITTEN REPORTS	2
ASSIST OTHER AGENCY	4
AID TO PUBLIC	0
AMBULANCE ASSISTS	3
FIRE DEPT. ASSIST	1
OPEN DOORS	1

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	1
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	1

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	763
GALLONS OF FUEL	71.29
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS
Dynamics of Officer / Citizen Encounters	8 / 1

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

-Assisted Lincoln Co. with an attempt to locate juvenile female

-Assisted State Patrol with an attempt to locate a male walking along Hwy 14. Unable to locate

-Received a report of forgery

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Adam Hansen **BADGE NUMBER:** 232 **MONTH: March** **YEAR:** 2016

GENERAL INFORMATION

ICRs	27
WRITTEN REPORTS	5
ASSIST OTHER AGENCY	4
AID TO PUBLIC	1
AMBULANCE ASSISTS	1
FIRE DEPT. ASSIST	0
OPEN DOORS	1

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	3
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	1098
GALLONS OF FUEL	109
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

TRACY POLICE DEPARTMENT
MONTHLY PATROL LOG

OFFICER: Matt Boettger **BADGE NUMBER:** 233 **MONTH:** March **YEAR:** 2016

GENERAL INFORMATION

ICRs	25
WRITTEN REPORTS	1
ASSIST OTHER AGENCY	1
AID TO PUBLIC	0
AMBULANCE ASSISTS	1
FIRE DEPT. ASSIST	0
OPEN DOORS	0

TRAFFIC AND CRIMINAL ENFORCEMENT

TRAFFIC CITATIONS	0
ACCIDENTS INVESTIGATED	0
DWI ARRESTS	0
PARKING TICKETS	0

OTHER ARRESTS

MISDEMEANOR	0
GROSS MISDEMEANOR	0
FELONY	0

VEHICLE USAGE

MILEAGE FOR MONTH	345
GALLONS OF FUEL	46.37
OIL	_____
OTHER AUTO PURCHASES	_____

TRAINING

TYPE	HOURS/DAYS

NOTES, COMMENTS AND OTHER SIGNIFICANT INCIDENTS

Investigated possible CSC
Served adult male trespass notice from a residence
Assisted Redwood County with an ATL

Office of The Manager

Bar & Patio Off Sale & On Sale

Tracy Municipal Liquor Store

336 South Street
Tracy, Minnesota 56175
Phone: 507-629-5542

TO: HONORABLE MAYOR & COUNCIL MEMBERS
FROM: SANDY LAU
DATE: MAY 19, 2016
SUBJECT: APRIL DEPARTMENT HEAD REPORT

For April the off-sale was up approximately $1607.00. The on-sale was down about $3594.00. Sales for the month were down approximately $1988.00. There was the same amount of days in April 2016 and in April 2015. Enclosed you will find a break down for April 2015 and April 2016.

I am planning on doing complimentary samples of wine and some beer in off sale Saturday Mayl 28th for Memorial Day.

I am available for questions or concerns. If you know or hear of anything I need to do different please let me know.

	Apr-16														
Day	Liquor	Wine	Beer	Cig.	Misc	Deposit	Gift Cer	Tax	Total	Liquor	Beer	Cigs	Misc	Total	Grand Total
1	843.08	183.02	1,365.17	81.00	77.61			241.10	2,790.98	200.00	429.50	54.00	57.75	741.25	3,532.23
2	688.91	187.73	1,399.87	81.00	50.30			227.57	2,635.38	273.37	366.75	36.00	81.50	757.62	3,393.00
3									0.00					0.00	0.00
4	443.99	81.04	790.40	54.00	32.65			132.07	1,534.15	74.25	178.50	18.00	23.00	293.75	1,827.90
5	264.92	109.20	570.01	45.00	28.19			95.19	1,112.51	100.50	302.00	27.00	56.75	486.25	1,598.76
6	369.40	71.12	742.83	36.00	26.36			118.72	1,364.43	260.00	732.00	90.00	65.76	1,147.76	2,512.19
7	335.57	78.53	743.71	27.00	2.29			113.99	1,301.09	132.25	342.50	9.00	9.25	493.00	1,794.09
8	652.02	232.18	1,051.11	72.00	24.53			192.57	2,224.41	350.25	383.75	65.00	50.50	849.50	3,073.91
9	435.77	209.23	1,593.11	90.00	31.39			222.81	2,582.31	47.50	264.25	36.00	26.75	374.50	2,956.81
10									0.00					0.00	0.00
11	164.65	109.49	740.37	81.00	25.12			101.70	1,222.33	100.50	251.75	45.00	32.25	429.50	1,651.83
12	249.06	17.07	751.74	36.00	20.97			101.41	1,176.25	71.50	255.75	63.00	23.00	413.25	1,589.50
13	386.23	142.18	1,066.21	81.00	33.49			159.32	1,868.43	161.50	556.00	72.00	58.50	848.00	2,716.43
14	519.42	41.47	1,101.89	45.00	50.38			166.34	1,924.50	291.75	350.00	63.00	23.00	727.75	2,652.25
15	643.32	308.61	1,512.16	45.00	58.75			246.94	2,814.78	205.75	299.75	54.00	97.25	656.75	3,471.53
16	697.70	275.56	1,826.47	81.00	66.84			279.56	3,227.13	222.25	284.50	72.00	37.75	616.50	3,843.63
17									0.00					0.00	0.00
18	257.46	138.90	832.16	36.00	22.62			122.70	1,409.84	78.00	209.00	18.00	14.50	319.50	1,729.34
19	387.72	98.79	789.09	99.00	41.03			128.49	1,544.12	68.00	210.75	45.00	16.00	339.75	1,883.87
20	416.74	106.68	849.75	27.00	31.56			137.81	1,569.54	194.00	571.50	81.00	48.75	895.25	2,464.79
21	364.63	181.82	732.91	45.00	8.29			126.61	1,459.26	147.50	179.65	45.00	36.70	408.85	1,868.11
22	521.13	204.49	1,752.29	36.00	49.06			247.03	2,810.00	128.75	349.50	54.00	18.50	550.75	3,360.75
23	671.31	258.28	1,949.67	36.00	46.49			286.26	3,248.01	122.75	309.75	117.00	41.44	590.94	3,838.95
24									0.00					0.00	0.00
25	324.20	36.57	741.90	45.00	51.96			112.03	1,311.66	173.00	290.50	27.00	35.75	526.25	1,837.91
26	432.61	85.52	585.18	34.50	12.28			109.35	1,259.44	81.75	180.00	27.00	19.00	307.75	1,567.19
27	409.27	69.13	846.02	63.00	25.68			132.49	1,545.59	198.75	489.25	72.00	25.50	785.50	2,331.09
28	343.82	25.97	578.33	72.00	27.44			95.45	1,143.01	178.00	195.00	9.00	17.45	399.45	1,542.46
29	706.88	274.82	1,496.81	63.00	45.51			247.56	2,834.58	170.50	437.75	45.00	20.65	673.90	3,508.48
30	819.67	111.51	1,484.56	90.00	53.68			241.61	2,801.03	385.07	406.75	90.00	64.60	946.42	3,747.45
31									0.00					0.00	0.00
Totals:	Liquor	Wine	Beer	Cig.	Misc	Deposit		Tax	Total	Liquor	Beer	Cigs	Misc	Total	Grand Total
	12,349.48	3,638.91	27,893.72	1,501.50	944.47	0.00	0.00	4,386.68	50,714.76	4,417.44	8,826.40	1,334.00	1,001.85	15,579.69	66,294.45

Day	Apr-15 Liquor	Wine	Beer	Cig.	Misc	Deposit	Gift Cer	Tax	Total	Liquor	Beer	Cigs	Misc	Total	Grand Total
1	405.17	98.90	651.18	18.00	26.89			110.19	1,310.33	374.75	605.25	45.00	35.75	1,060.75	2,371.08
2	453.79	149.08	928.82	18.00	33.50			145.06	1,728.25	553.25	648.50	80.75	50.00	1,332.50	3,060.75
3	708.43	210.49	1,651.43	72.00	42.26			243.15	2,927.76	502.25	717.75	62.75	50.00	1,332.75	4,260.51
4	750.83	531.21	1,865.03	54.00	64.55		20.00	298.54	3,584.16	431.25	455.25	107.75	78.25	1,072.50	4,656.66
5									0.00					0.00	0.00
6	509.79	74.43	687.07	54.00	43.89			121.60	1,490.78	115.25	238.75	35.75	24.25	414.00	1,904.78
7	234.25	79.01	518.54	26.75	24.27			80.07	962.89	82.00	329.25	36.00	33.50	480.75	1,443.64
8	241.81	112.59	704.94	36.00	30.97			101.00	1,227.31	323.50	505.25	62.00	33.75	924.50	2,151.81
9	390.23	123.75	790.90	27.00	30.42			123.47	1,485.77	180.00	460.75	9.00	56.00	705.75	2,191.52
10	746.18	289.64	1,389.65	43.50	38.33			228.74	2,736.04	379.50	601.75	44.75	59.25	1,085.25	3,821.29
11	752.57	219.06	1,649.79	63.00	62.41			248.82	2,995.65	224.75	601.00	64.00	35.50	925.25	3,920.90
12									0.00					0.00	0.00
13	246.11	147.45	696.09	45.00	6.84			102.41	1,243.90	115.00	279.50	18.00	14.50	427.00	1,670.90
14	203.13	127.89	697.57	27.00	29.58			97.85	1,183.02	142.00	210.75	18.00	22.50	393.25	1,576.27
15	397.07	102.20	606.08	34.50	32.62			105.17	1,277.64	333.50	559.50	44.75	44.25	982.00	2,259.64
16	389.59	141.67	1,009.06	18.00	25.57			145.72	1,729.61	122.50	325.25	44.50	49.50	541.75	2,271.36
17	576.37	157.23	1,763.10	61.50	51.78			236.04	2,846.02	283.25	691.25	71.50	36.25	1,082.25	3,928.27
18	752.07	118.77	1,578.05	63.00	73.81			233.44	2,819.14	116.75	179.75	71.15	30.51	398.16	3,217.30
19									0.00					0.00	0.00
20	246.31	68.35	671.89	27.00	19.12			93.41	1,126.08	57.00	200.25	36.00	27.00	320.25	1,446.33
21	368.57	77.33	546.12	36.00	24.15			94.23	1,146.40	90.75	345.25	35.50	49.00	520.50	1,666.90
22	445.82	181.48	796.55	18.00	31.07			134.77	1,607.69	291.25	454.50	116.50	32.00	894.25	2,501.94
23	393.79	147.22	758.56	9.00	35.41			123.98	1,467.96	71.00	194.50	44.50	29.00	339.00	1,806.96
24	867.18	238.83	1,517.11	18.00	38.58			238.20	2,917.90	376.75	430.25	63.00	52.75	922.75	3,840.65
25	1,024.28	255.28	1,617.44	63.00	64.42			274.49	3,298.91	441.25	751.40	89.50	31.75	1,313.90	4,612.81
26									0.00					0.00	0.00
27	442.10	121.08	953.72	72.00	29.59			143.89	1,762.38	157.75	210.75	35.75	18.00	422.25	2,184.63
28	172.05	62.02	844.55	54.00	3.50			101.33	1,237.45	157.50	273.50	71.00	26.25	528.25	1,765.70
29	327.47	50.56	699.94	53.00	25.14			102.39	1,258.50	97.00	215.25	26.75	23.00	362.00	1,620.50
30	342.63	30.96	1,172.93	17.50	26.17			146.19	1,736.38	122.50	199.00	36.00	35.00	392.50	2,128.88
31									0.00					0.00	0.00
Totals:	Liquor	Wine	Beer	Cig.	Misc	Deposit		Tax	Total	Liquor	Beer	Cigs	Misc	Total	Grand Total
	12,387.59	3,916.48	26,766.11	1,028.75	914.84	0.00	20.00	4,074.15	49,107.92	6,142.25	10,684.15	1,370.15	977.51	19,174.06	68,281.98

May 18, 2016

Honorable Mayor & City Council

April & May Report

Streets/Parks

Park Restrooms are now open. The Softball complex is getting some repairs done as there are leaks in the fixtures and sewer is running slow. Repairs are planned for next week. We removed some dead trees at the softball complex and swift lake, also trimmed several trees along the bike trail, swift lake park, Legion Park, and started trimming at the tree farm when time allows. All parks are now on the 4th mowing now. Pothole patching has started last week, but held up by rain. We will continue pothole patching as time allows. Hot mix will be needed in many areas where the patch area is substantial in size. We have 1 part time employee, but quit today as he is taking a job near the twin cities. I am currently working on getting more part time employees, with one secured starting on the 6th of June. I am starting to train Bart on how the weed notice enforcement works and the process of sending/recordkeeping.

Utilities

Al & I have been assisting the engineers tracing sewer lines for the Phase 1 Project. There were some sewers at some residences that Empire pipe could not televise due to obstacles in the services. There have been several locates with the gas line relocations in next year's project area. The flows at the ponds are slowing decreasing, but still over 2 times going into the sewer that is getting pumped from the water plant. The Phase 1 Project area was jetted and the televising has been completed that was needed for the lateral launch. The jetting for the rest of the city will commence after June 1st. We received the final approval to continue repairs on filter#1 in the water plant about 1 ½ weeks ago, and have started repairs. We have welded 1 of 4 cells so far, but takes about 1 ½ days and 2 employees to weld a cell. Hydrant flushing is 90% complete. We have several hydrants tagged now and are getting a parts list together to repair and possibly replace a few hydrants in some cases.

Pool

There are some liner leaks at the pool and the contractor is mobilizing this weekend and will be here next week to make repairs. The cause of the leaks is from shrinkage from aging of the pvc liner. We aren't expecting any opening delays with this repair. The pool has been cleaned and we are currently waiting for the repairs to be made to being filling. We will be working there next week with getting funbrellas, ropes, and chairs organized.

Cemetery

Petey has been attacking grass at the cemetery for a few weeks now as Memorial Day is a little over a week away. We removed a tree recently north of the mausoleum and will get stumps ground in the near future. We are looking to do leveling of 10 more stones this year to continue moving forward with maintenance of the older areas where vaults were not used.

Airport

We were finally able to mow the entire airport now that the rain has subsided. We had done only the landing areas and near the building a couple weeks ago and pulled all mowers due to getting stuck and leaving mud trails behind them. Werner bros has done some reseeding out there where the trenching was done for the lighting project last year. We are nearing final completion on that Job.

Building Codes

The permits are starting to pick up now with spring projects. We are now in a new code cycle since adoption of the 2015 Minnesota State Building Code and will need to educate the public and contractors on new changes. We have had some positive reactions with the recent maintenance code enforcements as we are seeing some corrections made. Clay and I will be attending several classes throughout the year with the new changes that have come about and actually attended one today.

Have a good weekend,
Shane

To: Mayor and City Council
From: Valerie Quist
Date: 5-18-16
Subject: Department head report

Our new Robotics Club is up and running. We had 11 kids attend the first month, and 7 this month. We have been very impressed with what the kids have done, and will continue to put their creations on display in the library every month. We plan to continue having Robotics Club on the third Monday of every month at 4 p.m. We received a $350 Maker Grant through SAMMIE to purchase the materials for this program.

On Thursday, May 26 at 7 p.m., we will have a talk by Bob Purves about Mt. Everest.

Our children's Summer Reading Program will start June 1. Kids can sign up any time for the reading and activity challenge. This year's theme is "Read for the Win," so we will have a focus on sports and games. We will have Story Time every Tuesday at 10:30 a.m. starting June 7. On Tuesday, June 21 at 10 a.m., author Patrick Mader will give a talk on his book "Minnesota Gold," which is about Minnesota Olympians. On July 11, Margot McCreary will be coming to do a puppet show, "The On-Time Circus." And on August 4 we'll be doing a Hoop Dance program. All of these programs are made possible by Minnesota's Arts and Cultural Humanities Fund.

On Tuesday, June 14 at 7 p.m., we will have a showing of an original cartoon created by Denise Fick of Revere. Denise is a part of our writers' group, and we are thrilled to be able to host this program. Her project was made possible by a Minnesota Arts and Cultural Humanities Fund grant.

At the May Advisory Council meeting of Plum Creek librarians, we voted to discontinue digital magazines through Zinio. This service will end on May 31. Our system was spending about $10,000 a year to provide this service, and last year there were only about 2,500 checkouts. At our June meeting, we will be looking at potential other ways to provide digital content that would better utilize these funds.

In March we had a total circulation (checkouts and renewals) of 1,934. Our total circulation in March 2015 was 2,137 and in 2014 it was 1,895. In April, we had 1,463 checkouts and 342 renewals, for a total circulation of 1,805. Total circulation in April 2015 was 1,783 and in 2014 it was 1,747.

To: Mayor and City Council
From: Mike Votca
Date: 05-23-16
Re: Administrator Update

Aquatic Center: The Aquatic Center will be opening on 4 June, 2016. The hours of operation for this season will be Adult swim from 7:00am to 8:50am. Swimming lessons will be from 9:00am to 12:00pm. Open Swim will be from 1:00pm to 8:00pm Monday to Friday and 1:00pm to 6:00pm Saturday and Sunday. The fees will remain the same for 2016. We held a kick-off for swimming lesson registration on 18 May and have 130 students signed up for lessons at this time. We will continue to accept swimming lesson registration until 1 June. After 1 June we will implement a late fee of $10. We will try to accommodate late registrants as much as possible.

VMC Project: The flooring has been removed from the VMC. The bleachers, dividing wall, painting, and acoustical paneling will be completed prior to the installation of the new flooring. The new flooring is scheduled to start on 5 July. The new bleachers will be the last project and should be installed prior to Labor Day.

3rd Grade Visit: I want to publically thank the staff for putting together a great learning experience for the third grade classes of Tracy Area Elementary School. Also a thank you to the Third graders for being so attentive during our visit and inquisitive about how the city works.

USDA-RD: Comments were returned by the state engineer at USDA-RD on 11 May. A copy of the letter is enclosed.

Hiring: Mr. Bruce "Freddy" Rykhus will be retiring soon. So I have posted a job listing for a custodian. I will be accepting applications for the position until 25 May. I would like to get someone working by the middle of June.

Michael J. Votca
City Administrator

encl

USDA
United States Department of Agriculture

Rural Development

State Office
375 Jackson St., Suite 410
St. Paul, MN 55101
Voice: 651-602-7808

May 11, 2016

ISSUED VIA E-MAIL

Mr. Chris Larson, PE
ISG
chris.larson@is-grp.com

RE: Tracy, MN
Phase 1 Improvements (2016 Underground Utility Improvements)
Final Design Document Review Comments

Mr. Larson,

The first Final Design Document submittal for the above referenced contract, prepared by the Engineer (ISG), was received from the Engineer via mail on 4/18/16. This submittal consisted of the following: (1) a four-page letter from the Engineer to Rural Development dated 4/11/16 with responses to the agency's Preliminary Design Document review comments and multiple attachments; (2) a 34-page construction cost estimate dated 11/16/15; (3) 93 sheets of Drawings dated 4/12/16; and (4) a bound Project Manual dated 4/14/16.

An e-mail message from the Engineer on 5/2/16 advised that the Owner's insurance agent (regarding Comments 25.f and 25.i) found the coverage specified in the Preliminary P&S submittal to be adequate and that the Owner's attorney advised the mediation option rather than arbitration should be specified in Supplementary Condition SC-17.02. An e-mail from the Engineer on 5/2/16 attached the MDH plan approval letter dated 3/22/16. Upon request, the spreadsheet file of the construction cost estimate was received from the Engineer via e-mail on 5/5/16.

This submittal was reviewed for conformance with RUS Bulletin 1780-26 (Rev. 4/11/14) and MN RUS 1780 Guide 11 (Rev. 10/2014) and in the context of the Preliminary Design Document review comments issued on 3/11/16.

The current estimated construction costs and the previous estimates are summarized as follows:

	PER Estimate	Previous Estimate	Current Estimate
Water System	$ 473,076	$ 511,695	$ 514,598
Wastewater System	1,370,234	1,278,585	1,511,962
Stormwater System	296,634	621,829	428,120
Ineligible	399,855	420,952	432,402
TOTAL	$ 2,539,799	$ 2,833,061	$ 2,887,082

We are not in a position to concur with this submittal for reasons indicated in the comments below. Submittal of a complete set of Final Design Documents would be unwarranted in our opinion. If acceptable to the City pf Tracy, please submit, in PDF form, the revised documents resulting from the comments shown with bold text.

1. To facilitate our review of the next Final Design Document submittal, please provide a detailed **written response** to each comment, including identification of document revisions made to address the comment.

2. Please note that our review of these documents was not exhaustive or of a quality control nature. Also, our review excluded matters regarding compliance with the requirements of State procurement laws, other funding sources, regulatory and permitting authorities, and tax exemption authorities. It is the Owner's

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

responsibility to prepare the documents to be technically accurate, correct, complete, consistent, coordinated, and in accordance with non-Rural Development requirements so they are effective for both bidding and construction purposes.

3. Please note that consideration of agency regulations, industry standards, and sound engineering practices will continue in our review of future submittals as the documents are refined and revised and as new information is received.

4. Please note that a comment has not generally been repeated for other portions of the documents to which the comment may apply. The Engineer is reminded to review related and corresponding portions of the documents for applicability of the comment and address those documents accordingly. Unless otherwise indicated, each comment should be interpreted as needing satisfactory resolution prior to our concurrence with the documents.

5. **Please identify in writing the revisions to the documents that are in addition to those made in response to these comments and submit those revisions for agency review. Unless identified in writing and provided for agency review, please be reminded that revisions to previously reviewed portions of the documents are not to be made.**

6. Please submit a copy of the outstanding **approval letters and permits** received and inform the agency when all such items have been received.

7. **Construction Cost Estimate**
   a. Response 12: States the cost for geotextile fabric, 6-inch subdrain, 6-inch subdrain cleanouts, coarse filter aggregate, 4-inch sump pump services, and 4-inch sump pump service cleanouts are allocated to ineligible costs. We were unable to find in which ineligible cost estimate item the geotextile fabric cost is included. Please clarify the applicable item.
   b. Response 12: Our review found the five subdrain and sump pump service items allocated to wastewater on the following segments: E Hollett Street (East), east Hollett Street (West), 2nd Street E (South), 2nd Street E (North), and Long Green Lane. It is unclear why this allocation is proposed. Unless, these stormwater improvements currently are present in these segments and they will be disturbed or need to be re-routed due to the sanitary sewer relocation, it appear these costs should be allocated to Stormwater. Please clarify.
   c. The actual construction costs, based on Bid prices, will need to be allocated to water, wastewater, stormwater, and ineligible, similar to how the costs have been allocated to date. Numerous Bid items will be uniformly allocated to multiple categories. Some Bid items, such as Stormwater improvements, will have the costs for some segments allocated to wastewater and other segments allocated to stormwater. Please describe how the actual construction costs for each Bid Schedule item will be allocated for clarity.
   d. Please submit a revised estimate in an Excel or similar electronic spreadsheet.

8. Sheets 4 through 7: Regarding previous Comment 10, please note it remains the agency's position that providing detailed quantity and related take-off information would unnecessarily expose the City of Tracy to increased risks of such issues as bidding confusion and disputes with, or claims from, Bidders or the Contractor. The City of Tracy is encouraged to remove this and similarly duplicated information throughout the documents to avoid such potential pitfalls. Please note that future consideration of this matter will be the responsibility of the City of Tracy.

9. **Sheet 8**, Note 2: This language is confusing in our opinion. Please revise for clarity.

10. **Sheet 9**
    a. Note 3: It appears information is missing.
    b. Note 4: It appears the 45 days specified here contradicts the 28-day requirement found in the Agreement. Please revise accordingly.

11. Sheet 16: We were unable to find the minimum thickness of the crushed rock foundation. Please review.

12. **Sheet 17**
    a. The meaning of the term "as directed by Engineer" is unclear for bidding purposes and introduces the potential for disputes in our opinion. It is unclear how a Bidder would know whether the material is required. Please revise for clarity.

b. Please ensure the matter of measurement and payment clarified throughout the documents.

13. **Sheet 19**: It is unclear how a Bidder would know the meaning of "Use fittings approved by the City to connect dissimilar service material." Unless the products are specified somewhere, the requirements are unclear and a dispute potential exists in our opinion. Please revise the documents for clarity.

14. **Sheet 20**, Lower Detail: Multiple instances of the term "by others" was noted. The other party(s) responsible for these portions of the Work is unclear. Please revise for clarity.

15. Sheets 26 through 31, Response 13.b: Please note it remains the agency's position that a Common Excavation item is generally unnecessary for aggregate base removal. We are unable to recall seeing this item included on past agency-funded projects. Including this item would place an unnecessary administrative burden on the RPR and detract the RPR from attending to more important matters in our opinion. It is not unusual for backfilled and properly compacted utility trenches to be short of material when the subgrade is being prepared prior to aggregate base placement. It is unclear how borrow material would be paid for under this scenario (in which the Contractor is mandated to remove the aggregate base material) and it the need for borrow material could be reduced or avoided if the aggregate base material was allowed to stay in place. The City of Tracy is encouraged to mitigate these concerns and eliminate this requirement from the contract. Please note that future consideration of this matter will be the responsibility of the City of Tracy.

16. Sheet 32, Response 14.b: The response states a note has been added regarding the SWPPP quantity table. We were unable to find this note. Please review.

17. Sheet 39 and related documents: Please clarify the need for the proposed temporary roadway and discuss the funds proposed to be used to pay these costs.

18. Sheets 51 and 52: Adding north arrows and the horizontal scale to the plan views is needed for clarity in our opinion and for compliance with standard industry practice.

19. General Project Manual Comments
    a. **Certification Page**: Please provide MN RUS 1780 Guide 26 (Rev. 10/2014) as requested previously.
    b. **Table of Contents**: To avoid potential confusion, please revise to match the documents included and to reflect MN RUS 1780 Guide 11 and delete references to "MN" and "CIVIL" to avoid.
    c. Contrary to Response 18.d, the first page of multiple documents was noted to be on the left side of the binder. Please consider revising such that the first page is the right of the binder in accordance with the recommendation of industry authorities.
    d. Division 1 Sections: Please be reminded it is not the agency's responsibility to conduct a quality assurance or similar review of the documents. Numerous instances were again noted where a provision approximately duplicates, appears to modify, or appears to contradict requirements already specified in the General Conditions. This is contrary to the recognized industry principle of specifying a given requirement once and only once. We are concerned this would be confusing to Bidders and would increase the likelihood of disputes with, and claims from, the Contractor. The City of Tracy is encouraged to review and revise the Division 1 Sections to ensure unintended, duplicated, and contradictory requirements are removed, such as provisions noted in Sections 01110, 011200, 012200, 013000, 014000, 015000, 016000, and 017000. Please note that future consideration of this matter will be the responsibility of the City of Tracy.
    e. Measurement and Payment: Upon development of the Schedule of Unit Prices (Bid Schedule), please review each Section to ensure the measurement and payment provisions match the Work items and units of measurement in the Bid Schedule. Please note any future consideration of this matter will be the responsibility of the City of Tracy.
    f. Construction Staking: Consistent with our understanding of the Engineer's services to be provided, it appears Section 017000 specifies all construction staking is to be provided by the Engineer. Multiple instances were noted in Sections 321123 and 321500 that specify some staking is the Contractor's responsibility. Please review and revise accordingly. Please note any future consideration of this matter will be the responsibility of the City of Tracy.

20. **Instructions to Bidders**, 16.03: Unless it would be contrary to State Law, please include this standard EJCDC provision.

21. Bid Form

a. Please remove the two pages of EJCDC cover page information for clarity.

b. 5.01: It is our understanding the City of Tracy wishes to bid this contract promptly. Since these documents were submitted as Final Design Documents and since it appears the cost estimate data submitted suggests the estimated quantities have been finalized, it is unclear why the Schedule of Unit Prices was not included as requested and, instead, Response 21.c stated the effort to produce the needed Schedule of Unit Prices at this stage is an unnecessary exercise. Please provide.
c. 7.01: It was noted that Responsible Contractor documents, as we understand are required by State law to be included with the Bid, were excluded from this list of Bid attachments. Please review and revise for clarity.

22. **Notice of Award**: Please replace with a document whose footer clearly shows it is the 2013 version of EJCDC C-510.

23. **Owner-Contractor Agreement**

a. 1.01: Please complete the blank portion regarding the Work for clarity.
b. 4.02.A and B: Since the term "will" is used to denote responsibilities of the Owner, please revise this term to "shall" to denote responsibilities of the Contractor.
c. 4.02.B: The Contract Times are proposed to extend over three construction seasons, ending in 2018. The need for this is unclear, since Work remaining in 2017 could be fully completed before the end of the 2017 construction season. The specific need to complete the wear course in 2018 for fear of trench settlement is unclear. Compliance with the specified backfill compaction requirements, adequate density testing for verification of satisfactory compaction, and subgrade test rolling are among the means to ensure the trench backfilling is compliant. This would be similar to what we understand is the standard practice of the Minnesota Department of Transportation in which completing the final pavement course is not delayed until the next year. Effectively mandating the wear course be paved in the third year could increase Bid prices due to cost uncertainties. Extending the Work into the third year would also prolong the period of street disruption for motorists. Unless satisfactory justification is provided, it appears this office would be unable to concur with the proposed Contract Times.
d. 4.02.C.2: The need to include this additional Milestone is unclear. It appears to complicate the other Contract Time requirements, which would increase the enforcement burden on the City of Tracy. This would likely increase Bid prices, since an additional paving crew mobilization would be required in the spring of 2017 for this Milestone. It would add an additional incidence in which traffic would be disrupted in parts of the City. Unless satisfactory justification is provided, it appears this office would be unable to concur with this Milestone.
e. 4.02.D: Please see above comment regarding extending the Work into 2018.
f. 4.03.A.1 and A.2: The $2,006 and $1,003 liquidated damage amounts considerably exceed those specified and concurred with on previous agency-funded projects and are excessive in our opinion. Higher liquidated damages amounts would increase the risk to the City of Tracy of legal disputes and claims from the Contractor in our opinion should liquidated damages be assessed as is required by the Contract and the Letter of Conditions. Please review, revise, and submit revised calculations. If the City of Tracy wishes to incorporate liquidated damages of this magnitude, please note this office will not be in a position to concur with the documents for bidding purposes without first receiving a favorable opinion from the agency's legal counsel.
g. 4.03.A.5: The revised language in this provision results in requirements that are opposite of those intended by the standard EJCDC language. Please use the standard EJCDC language. If the City of Tracy wishes to include this, please note this office will not be in a position to concur with the documents for bidding purposes without first receiving a favorable opinion from the agency's legal counsel.
h. 5.01: Please revise to reflect the Bid Form used.

24. **Supplementary Conditions**

a. SC-5.03: A geotechnical report, dated 3/20/15, was prepared for this project. This provision states there are no such reports, which is contradictory in our opinion. A copy of the geotechnical report was not found in the Project Manual. It is our understanding that including available geotechnical reports is generally standard industry practice in Minnesota. The City of Tracy is encouraged to consider including the geotechnical report to provide some information to Bidders with the intended results of lower Bid prices by reducing some uncertainties for Bidders and mitigating the need for multiple Bidders to conduct their own geotechnical investigations and the resulting inconveniences to the City. Please note it is our understanding that the 2013 EJCDC General Conditions require consideration of what portions, if any, of the geotechnical report are to be identified in SC-5.03 as Technical Data as defined in the General Conditions. Please review this matter, including the potential ramifications regarding the Technical Data matter. Consultation with the project's geotechnical engineer appears warranted in our opinion.

b. SC-6.03: Based on the e-mail message issued on 5/1/16, please note it is acknowledged that the Owner's insurance counsel found the insurance coverages acceptable.
c. SC-6.03.K: Please remove the italicized note to user and name the parties or add language similar to "none" for clarity.
d. SC-6.05-A.1.a: Please remove the italicized note to user and name the parties or add language similar to "none" for clarity.
e. SC-7.02.B and B.1: Since the term "will" is used to denote responsibilities of the Owner, please revise this term to "shall" to denote responsibilities of the Contractor.
f. SC-13.03.E: This provision constitutes a significant departure from the EJCDC General Conditions in our opinion. It would also eliminate the potential for the City of Tracy to experience a reduced unit price as provided for in the standard EJCDC language. Please remove this provision. If the City of Tracy wishes to retain this provision, please note this office will not be in a position to concur with the documents for bidding purposes without first receiving a favorable opinion from the agency's legal counsel.
g. Page 9: The lower half of this page being blank could raise a question of information is missing and could be confusing in our opinion. Please address.
h. SC-17.02 and 17.03: Based on the e-mail message issued on 5/1/16 regarding dispute resolution, please revise in accordance with the notes to user in the EJCDC document.

25. MN 1900-D, Guide 1: Please provide immediately prior to the Notice to Proceed.

26. Response 29, **Section 329300**
    a. Please clarify how the estimated 132 SY quantity, shown in the construction cost estimate as all eligible costs, was estimated. The eligible portion regarding landscaping improvements within public right-of-ways would be limited to removals within 5 feet of utility mains and service lines. Removal and replacement of landscaping adjacent to ineligible street, curb, and other improvements will be ineligible as well. Please revise the construction cost estimate, and perhaps the Bid Schedule, to account for this. Please note it is our understanding that the City of Tracy may not be responsible to replace landscaping improvements that are within the R-O-W.
    b. Numerous requirements were noted that appear non-applicable to removing and replacing existing landscaping plants. Please review and revise for clarity.
    c. 1.06.A: The qualifications requirement is contrary to the agency maximum open and free competition regulations. Please revise.

27. **Section 330523**, 1.05.B.1: The qualifications requirement is contrary to the agency maximum open and free competition regulations. Please revise.

28. **Section 333114**, 2.02.C.2: This sole source proprietary manufacturer provision is contrary to the agency maximum open and free competition regulations. Please revise.

Please contact me if you have questions.

Sincerely,

Jim Hammer, PE
State Engineer

c: Michael Votca, City Administrator (mvotca@tracymn.org)
Jeff VanBuren, Area Specialist (jeff.vanburen@mn.usda.gov)
Megan Gernentz, Program Specialist (megan.gernentz@mn.usda.gov)
Terry Louwagie, Program Director (terry.louwagie@mn.usda.gov)
Paul Aderman, PE, State Engineer (paul.aderman@mn.usda.gov)

9A

To: City Council
From: Mike Votca
Date: 05/23/16
Re: VMC additional items requested

Honorable Mayor and Council Members,

On Wednesday, 18 May I received a request from Mr. Chad Anderson and the TAPS board to put electronic winches and safety straps on 10 basketball backboards within the VMC gym. Currently the backboards are raised and lowered by hand or by using a very large drill. Chains are currently used to prevent the backboards from falling to the floor. The new safety straps would work like a seatbelt. The bid for this project is $24,554 plus an additional cost of $3,946 in electrical for a total project cost of $28,500. If we split this project in half it would cost the City of Tracy $14,250. The bid is enclosed for your review.

This project would add to the safety of the facility and also make the job of raising and lowering the backboards mush easier.

I welcome further discussion on this topic at our meeting.

Michael J. Votca
City Administrator

Encl

PROPOSAL

Date : 05/10/16

To: **VETERANS MEMORIAL CENTER**
BILL TAUER

Job Name : Basketball Backstop Electric Winches / Service
Job Location : Tracy, MN.
Architect:

We are pleased to submit the following quotation for your consideration:

Basketball Backstop Electric Winches / Safe Straps

We Propose to Furnish and Install :

Wall and Ceiling Baskets ***FOR THE SUM OF $24,554.00***
(See Notes Below)

4 Main Wall Baskets ***FOR THE SUM OF..... $10,855.00***

Notes First quote is to furnish and install new LynRus QR4, 3/4hp electric winches and cable, plus LynRus Aut-O-Loc safe straps to the 6 wall mounted basketball backstops and the 4 ceiling hung backstops. Electric winches to be installed in the same place as the manual ones. The ceiling hung winches to be hung on a new spreader pipe. Second quote is to install new electric winches and safe straps to the 4 wall mounted Main Court baskets. All electrical by others. Scissor lift provided by the school of please "ADD" the sum of $1250.00 for lift rental.

Respectfully Submitted-
Jeff Bowen
Service Manager
952-698-5785 Direct
952-374-6111 Fax
jbowen@hbsponline.com

This offer expires thirty days from above date.
The prices quoted are subject to change as set forth on the reverse side hereof. Seller reserves the right to revoke this offer at any time before acceptance.
This offer is not a firm offer. Unless sooner revoked, this offer shall expire on the expiration date set forth above.
Acceptance of this offer is expressly limited to and subject to the terms and conditions set forth on both sides hereof, including those limiting warranties and liability and providing for price changes.
TERMS: Net 30 days from date of invoice.
All quotations are subject to the conditions printed on the back of this proposal and when accepted subject to credit approval.

Accepted by _____
(COMPANY NAME)

Signed _____ Title _____

Date _____

Respectfully submitted,

By _____
H&B Specialized Products

9B

Active Living Planning

Presentation to the Tracy City Council
May 23, 2016

Robin Weis
Economic Development Director
Southwest Regional Development Commission

SRDC

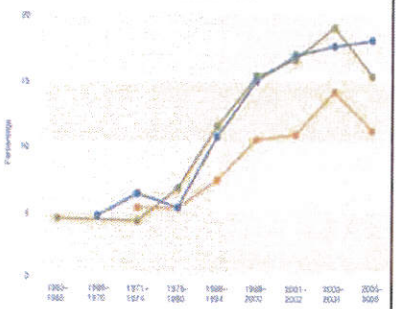
What is Active Living?

"Active living is a way of life that integrates physical activity into your daily routine." Activeliving.org

- Choosing to **walk or bike** instead of taking the car

SRDC

Trends in Childhood Obesity & Overweight



CDC, National Center for Health Statistics, National Health and Nutrition Examination Survey

Obesity

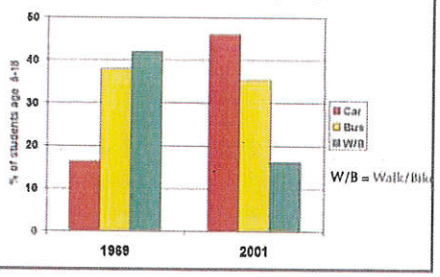
- In 2016, the adult obesity rate in Lyon County was 29 percent while the state average is 26 percent.

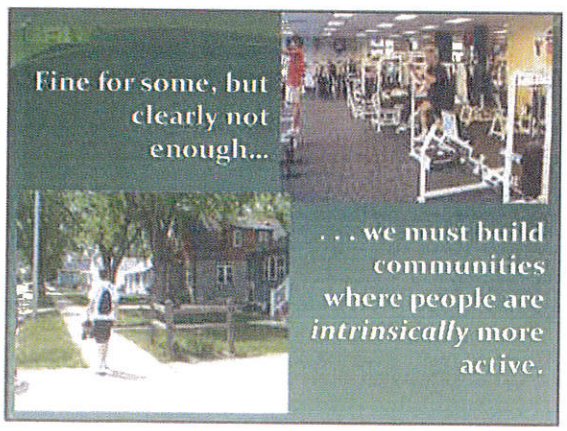
It's twin epidemics of **physical inactivity** and poor nutrition.*

* Two of the three biggest drivers of skyrocketing healthcare costs (third driver is tobacco).

Changes in Walking & Cycling to School, 1969 to 2001

Ham et al., *Jour. of Physical Activity & Health*, 2008, 5, 205-215



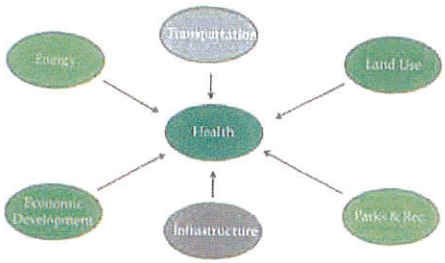


A proposal:
Think about walkability and bikeability when considering decisions that influence the built environment

What Can We do???

We can influence the Built Environment

Health in All Policies



Transportation

Complete Street

Any Street that is safe to walk and bicycle on...

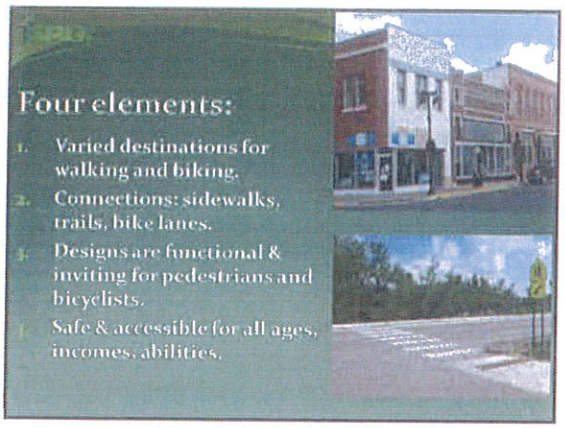
Transportation

Trails

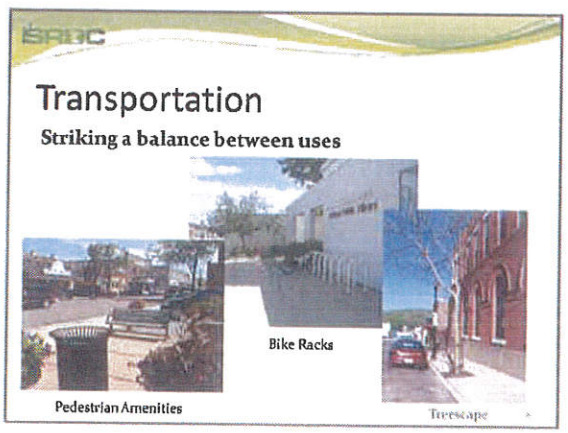
If you live within a mile of a trail you are 50% more likely to reach your recommended daily physical active level.

Trails

- Are there connections to the trail?
- Are there amenities along the trail?
- Is there pedestrian lighting along the trail?
- Is safety an issue along the trail?


Four elements:
1. Varied destinations for walking and biking.
2. Connections: sidewalks, trails, bike lanes.
3. Designs are functional & inviting for pedestrians and bicyclists.
4. Safe & accessible for all ages, incomes, abilities.

Four Elements of Healthy Community Design:
Nearby schools
Pedestrian & bike networks
Safety & access for all
www.activelivingresearch.org


Transportation
Striking a balance between uses
Bike Racks
Pedestrian Amenities
Treescape

SRDC

Park, Recreation, and Green Space=
Economic Development

- Advocate for both Active & Passive Recreation

SRDC

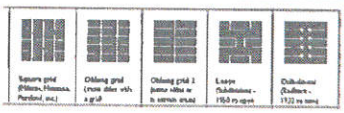
Land Use

- **Traditional Downtown**
  - Variety of destinations downtown
  - Sidewalks, crosswalks, pedestrian amenities.
  - Bike racks, bike lanes, bike amenities

SRDC

Land Use

- **Traditional Grid Development**
  - Compact
  - Sidewalks
  - Garages facing the alley
  - Similar sized lots



Your City's Active Living Plan

Goal: *To enable your city to become a more walkable community through strategic pedestrian improvements outlined in the City's Active Living Plan.*

Objective: *Identify destinations, gaps, areas of concern, and prioritize projects for addressing pedestrian infrastructure in your city.*

Advocate for:

- Well connected infrastructure for all users
- Shift in mind regarding Active Living
- Health in All Policies
- Active Living as a Economic Development Strategy

It All Starts With **Health**

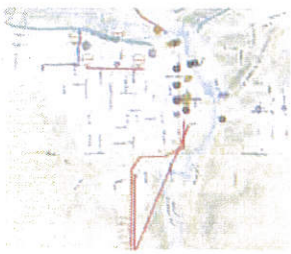
Making the Active Choice the Easy Choice

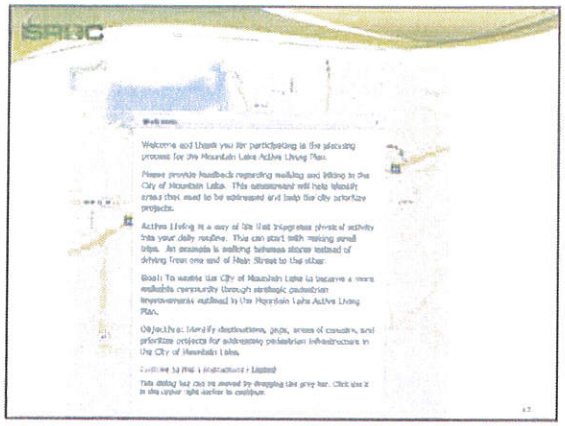
Active Living

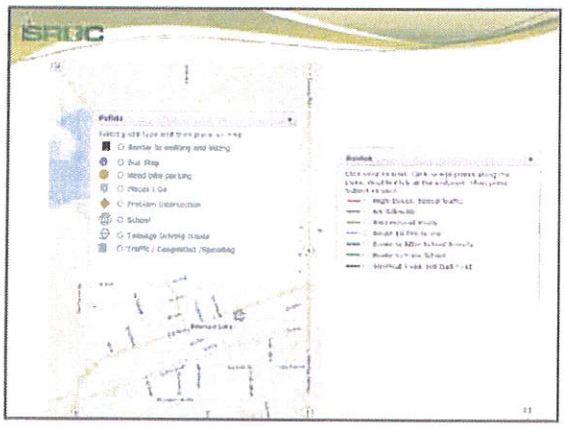
BIKE TO WORK

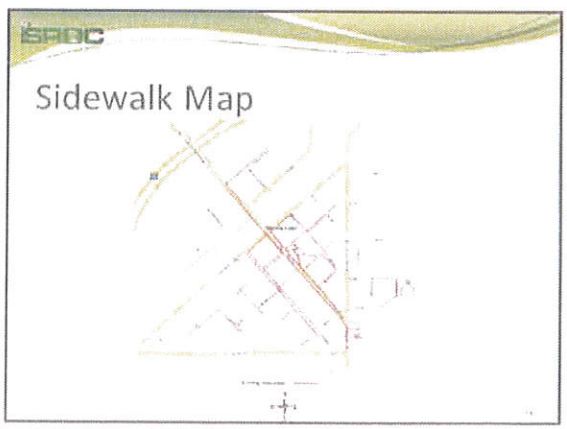
WikiMapping

- Community Input

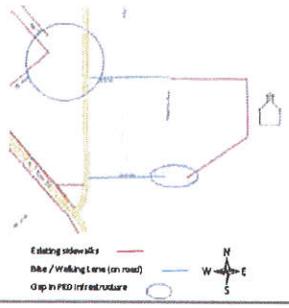



SRDC
Welcome and thank you for participating in the planning process for the Mountain Lake Active Living Plan.
Please provide feedback regarding walking and biking in the City of Mountain Lake. This assessment will help identify areas that need to be addressed and help the City prioritize projects.
Active Living is a way of life that integrates physical activity into your daily routine. This can start with making small trips. An example is walking between stores instead of driving from one end of Main Street to the other.
Goal: To assist the City of Mountain Lake to become a more walkable community through strategic pedestrian improvements outlined in the Mountain Lake Active Living Plan.
Objective: Identify destinations, gaps, areas of concern, and prioritize projects for addressing pedestrian infrastructure in the City of Mountain Lake.
This dialog box can be moved by dragging the grey bar. Click size in the upper right corner to enlarge.


SRDC
Pins
Barrier to walking and biking
Bus Stop
Need bike parking
Places I Go
Problem Intersection
School
Teenage Driving Issue
Traffic / Congestion / Speeding
Routes


SRDC
Sidewalk Map

Gaps in Pedestrian Infrastructure



Questions?

Annette Fiedler
Physical Development Director
507-836-1631
phydev@swrdc.org

Robin Weis
Physical Development Director
507-836-1638
robin@swrdc.org

Jay Trusty
Executive Director
507-836-1636
execdir@swrdc.org

Southwest Regional
Development Commission

2401 Broadway Avenue
Slayton, MN 56172
www.swrdc.org

9C

To: City Council
From: Mike Votca
Date: 05/23/16
Re: Tracy Community Health Fund

Honorable Mayor and Council Members,

I our agreement to sell the Tracy Hospital to Sanford Health Network, we agreed to set aside $200,000 for certain health-related initiatives within the City of Tracy. There is no further definition of how these funds are to be requested or apportioned other than that we agreed to consult with Sanford prior to doing so. I have had a couple of discussions with members of the Tracy Ambulance Service regarding the purchase of a new rig for their department. Without some guidance on how we want to structure this fund, it is difficult to give them answers.

Some ideas for structuring the fund would be that we can use it to give loans and/or grants to local healthcare providing entities. There could be a maximum amount for the grants or not. There could be an annual application period for this selection process or it could be a first come first serve process. Once this money is spent, it will not be renewed unless the City of Tracy transfers more dollars to this fund, so maybe a simple system is best.

I welcome further discussion on this topic at our meeting.

Michael J. Votca
City Administrator

City of Tracy
Electronic Device Use Policy
For the Mayor and City Council Members

10A

Section 1. Purpose
Use of an electronic device (a tablet, iPad, etc.) will assist the Mayor and Council Members in the efficient performance of their duties as elected officials and thereby improve service to the public. This policy is adopted by the City Council and constitutes its mutual statement of what are, and are not, appropriate uses for this important technology tool and its care and maintenance.

This policy does not attempt to cover every situation that may arise in connection with the use of the electronic media. The goal of the electronic devices is to eliminate unnecessary paper meeting packets.

Section 2. Receipt of Tablet
The City Administrator's office will issue the Mayor and each Council Member an electronic device. Any additional accessories, such as styluses, screen protectors, cables or adapters, shall be at the elected officials expense and shall remain his/her property at the end of his/her term and service.

Section 3. Care of Device
The Mayor and each Council Member is responsible for the general care of the electronic device issued to him/her. The electronic device must remain free of any writing, drawing, stickers or labels that are not the property of the City. An electronic device that malfunctions or is damaged must be reported to the City Administrator. The City will be responsible for repairing devices that malfunction. If the device is lost or stolen, the City shall pay the full replacement value.

Any damage should be reported immediately to the City Administrator. Damage includes, but is not limited to, broken screens, cracked plastic pieces, and inoperability. If the cost to repair the electronic device exceeds the cost of purchasing a new device, the City shall pay the full replacement value.

Section 4. Software on Device
The software and applications installed by the City must remain on the electronic device in usable condition and be readily accessible at all times. From time to time, the City may add or upgrade software applications for use by the City Council, which will require the electronic device to be returned to the City Administrator for periodic updates and synching. Any software, email messages or files downloaded via the Internet into the City systems become the property of the City and may only be used in ways that are consistent with applicable licenses, trademarks or copyrights. If technical difficulties occur or illegal software is discovered, the electronic device

will be restored from backup. The City does not accept responsibility for the loss of any software or documents deleted due to a re-format and re-image.

Section 5. Acceptable Use
The electronic device, Internet and e-mail access provided are tools for conducting City business. Thus, the Mayor and City Council use of such tools will be solely for City business-related purposes. Only personal use which is lawful (incidental and minimal) and which does not result in a gain or advantage to the user or a loss to the City is permitted.

All of the City's computer systems, including the electronic device, are considered to be public property. All documents, files and e-mail messages created, received, stored in, or sent from any City electronic device are considered public records, subject to disclosure to the public pursuant to the California Public Records Act (with only limited exceptions), and are considered the property of the City of Tracy.

All existing City policies will continue to apply to the Mayor's and Council Member's conduct on the Internet and in the use of e-mail. The Mayor's and Council Member's use of the electronic device could constitute actions on behalf of the City and thereby expose the City to risk of liability.

The Mayor and Council Members shall not use the electronic device in any way as to violate the public meeting requirements of the Open Meeting Law.

The Mayor and Council Members shall not use the electronic devices for personal business or any other purpose not related to City Business.

Section 6. Return of Device
The Mayor and Council Members shall return the electronic devices issued to him/her to the City Clerk when the individual completes his/her term and service with the City of Tracy. Upon return of the electronic device to the City and following the preparation of any appropriate backup files, the device will be wiped clean of any and all information at the end of the individual member's term and service.

Section 8. Compliance with Policy
The City reserves the right to inspect any and all files store on the electronic devices that are the property of the City in order to ensure compliance with this policy. The Mayor and Council Members do not have any have any personal privacy right in any matter created, received, stored in, or sent from any City issued electronic device.

CITY OF TRACY ELECTRONIC DEVICE AGREEMENT FOR THE MAYOR AND CITY COUNCIL

I,_____, City Council Member/Mayor of the City of Tracy, have been provided a copy of the City of Tracy Electronic Device Use Policy and understand its contents fully. I accept and understand the terms of the policy and agree to abide by all terms contained therein.

_____
Mayor/City Council Members

_____
Date

_____
Device Serial Number

RESOLUTION NO 2016-14

A RESOLUTION APPROVING PAYMENT TO DUININCK INC. FOR WORK COMPLETED ON 2015 STREET PROJECT

WHEREAS, the Tracy City Council entered in to an agreement with Duininck Inc. in the amount of $2,664,079.73 for the 2015 Street Project, and

WHEREAS, Change orders have been requested for $6,250.32 for a total contract amount of $2,670,330.05.

WHEREAS, Duininck Inc. has requested payment of $2,428,529.77 for total work completed, and

WHEREAS, The City of Tracy has made previous payment of $2,282512.82

WHEREAS, pursuant to contract documents, the City shall retain 5% ($121,426.49), and

WHEREAS, Amount remaining after previous payments and retainage $24,590.46, and

WHEREAS, Lyon County is responsible for $14,696.71 in eligible costs to be reimbursed, and

WHEREAS, the remaining balance to finish and retainage is $484,653.25.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Tracy, Minnesota to approve the payment to Duininck Inc. in the amount of $24,590.46.

PASSED AND ADOPTED by the Tracy City Council this 23th day of May 2016.

11A

_____

Mayor

ATTEST:

_____

City Administrator

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 7

	Application Period: 11/11/2015 - 12/8/2015	Application Date: 5/18/2016
To (Owner): City of Tracy	From (Contractor): Duininck Inc.	Via (Engineer): ISG
Project: 4th St (CSAH 11) & Morgan St Reconstruction	Contract:	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 15306

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	$9,346.32	
2	$25,680.00	
3	$4,059.00	
4	$18,000.00	
5	-$60,000.00	
6	$9,165.00	
TOTALS	$6,250.32	
NET CHANGE BY CHANGE ORDERS	**$6,250.32**	

1. ORIGINAL CONTRACT PRICE	**$ $2,664,079.73**
2. Net change by Change Orders	**$ $6,250.32**
3. Current Contract Price (Line 1 ± 2)	**$ $2,670,330.05**
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	**$ $2,428,529.77**
5. RETAINAGE:	
a. 5% X $2,428,529.77 Work Completed	**$ $121,426.49**
b. 5% X Stored Material	**$**
c. Total Retainage (Line 5.a + Line 5.b)	**$ $121,426.49**
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	**$ $2,307,103.28**
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	**$ $2,282,512.82**
8. AMOUNT DUE THIS APPLICATION	**$ $24,590.46**
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	**$ $484,653.25**

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: Date:

Payment of: $ $24,590.46
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 5/18/2016
(Engineer) (Date)

Payment of: $ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ _____
(Owner) (Date)

Approved by: _____ _____
Funding or Financing Entity (if applicable) (Date)

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Michael Votca

From: Matt Gross <mgross@qdlawfirm.com>
Sent: Thursday, May 19, 2016 12:21 PM
To: Michael Votca
Subject: RE: Solar Lease Proposal

Mike,

I spotted three areas of concern in this agreement that I wanted to bring to your attention. Paragraph 11 states that if Lessee has to pay any taxes, that the city will reimburse or reduce the monthly rent by the amount of the taxes. I just wanted to make you aware of this provision. It would be ideal that the Lessee paid the taxes. Depending on the amount, this may be a moot issue, but you might want to see what any taxes would be to make sure that it does not substantially reduce any rental amounts. As for Exhibit E and the early termination liquated damages, I would want to know what amount they would be proposing before signing the agreement. Lastly, Exhibit F needs to be modified in paragraph A to include the correct property.

Let me know if you have any questions.

Regards,

Matthew B. Gross

Matthew B. Gross | Attorney, Shareholder/Partner

T: (507) 537-1441 | **F:** (507) 537-1445 | **E:** mgross@qdlawfirm.com
109 S 4th Street | Marshall, MN 56258 | www.qdlawfirm.com

Quarnstrom & Doering, P.A.

From: Michael Votca [mailto:mvotca@tracymn.org]
Sent: Wednesday, May 18, 2016 4:24 PM
To: Matt Gross <mgross@qdlawfirm.com>
Subject: Solar Lease Proposal

Matt,

Please review this contract to enter into an agreement with a company that would lease our land for a solar array. Let me know if you see any concerns.

Thanks,
Mike

Michael J. Votca

City Administrator
City of Tracy, Minnesota

4th St (CSAH 11) & Morgan St Reconstruct - 2015

Tracy, MN

As of Pay Request 7

S.A.P. 042-611-030 (CSAH 11)

Pay Request #7 11-11-2015 -12-08-2015

Item No.	Item	Unit	Unit Price	Quantity	CSAH 11 Participating Units	CSAH 11 Participating Cost	CSAH 11 Non-Participating Units	CSAH 11 Non-Participating Cost	Storm Sewer Units	Storm Sewer Cost	Morgan St Units	Morgan St Cost	Total This Pay Period Units	Total This Pay Period Cost	Total to Date Units	Total to Date Cost	Remaining to be Completed Units	% Remaining	Cost*
1	MOBILIZATION	LS	$ 265,000.00	1		$ -		$ -		$ -		$ -	0	$ -	0.90	$ 238,500.00	0.10	10%	$ 26,500.00
2	MAINTENANCE & RESTORATION OF HAUL ROADS	LS	$ 1.00	1		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	1.00	100%	$ 1.00
3	REMOVE TREE	EACH	$ 400.00	10		$ -		$ -		$ -		$ -	0	$ -	11.00	$ 4,400.00	0.00	0%	$ -
4	REMOVE CURB AND GUTTER	LF	$ 3.50	4,773		$ -		$ -		$ -		$ -	0	$ -	6495.00	$ 22,732.50	-1,722.00	-36%	$ -
5	REMOVE SEWER PIPE (STORM)	LF	$ 8.00	972		$ -		$ -		$ -		$ -	0	$ -	679.00	$ 5,432.00	0.00	0%	$ -
6	REMOVE MANHOLES OR CATCH BASINS (STORM)	LF	$ 30.00	83		$ -		$ -		$ -		$ -	0	$ -	84.50	$ 2,535.00	0.00	0%	$ -
7	REMOVE WATERMAIN	LF	$ 1.00	3,465		$ -		$ -		$ -		$ -	0	$ -	3442.50	$ 3,442.50	22.50	1%	$ -
8	REMOVE WATER SERVICE	LF	$ 1.00	1,059		$ -		$ -		$ -		$ -	0	$ -	1445.00	$ 1,445.00	-386.00	-36%	$ -
9	REMOVE SEWER PIPE (SANITARY)	LF	$ 0.10	3,490		$ -		$ -		$ -		$ -	0	$ -	3172.00	$ 317.20	318.00	9%	$ -
10	REMOVE SANITARY SERVICE PIPE	LF	$ 0.10	2,085		$ -		$ -		$ -		$ -	0	$ -	2025.00	$ 202.50	60.00	3%	$ -
11	REMOVE MANHOLES (SANITARY)	LF	$ 35.00	103		$ -		$ -		$ -		$ -	0	$ -	107.34	$ 3,756.90	-4.34	-4%	$ -
12	REMOVE CONCRETE WALK	SQ FT	$ 1.00	25,046		$ -		$ -		$ -		$ -	0	$ -	35639.00	$ 35,639.00	-10,593.00	-42%	$ -
13	REMOVE CONCRETE APRON	SQ FT	$ 1.00	4,695		$ -		$ -		$ -		$ -	0	$ -	5174.75	$ 5,174.75	-479.75	-10%	$ -
14	REMOVE BITUMINOUS PAVEMENT	SQ FT	$ 0.40	149,070		$ -		$ -		$ -		$ -	0	$ -	152058.00	$ 60,823.20	-2,988.00	-2%	$ -
15	REMOVE CONCRETE PAVEMENT	SQ FT	$ 0.92	107,434		$ -		$ -		$ -		$ -	0	$ -	107884.00	$ 99,253.28	-450.00	0%	$ -
16	REMOVE AGGREGATE SURFACE	CU YD	$ 18.00	10		$ -		$ -		$ -		$ -	0	$ -	10.00	$ 180.00	0.00	0%	$ -
17	REMOVE CASTING (STORM/SANITARY)	EACH	$ 100.00	1		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	1.00	100%	$ 100.00
18	REMOVE GATE VALVE AND BOX	EACH	$ 125.00	8		$ -		$ -		$ -		$ -	0	$ -	18.00	$ 2,250.00	-10.00	-125%	$ -
19	REMOVE CURB STOP AND BOX	EACH	$ 125.00	38		$ -		$ -		$ -		$ -	0	$ -	48.00	$ 6,000.00	-10.00	-26%	$ -
20	REMOVE HYDRANT	EACH	$ 350.00	6		$ -		$ -		$ -		$ -	0	$ -	8.00	$ 2,800.00	-2.00	-33%	$ -
21	REMOVE WATER VALVE MANHOLE	EACH	$ 400.00	2		$ -		$ -		$ -		$ -	0	$ -	4.00	$ 1,600.00	0.00	0%	$ -
22	REMOVE SANITARY CLEANOUT	EACH	$ 100.00	2		$ -		$ -		$ -		$ -	0	$ -	2.00	$ 200.00	0.00	0%	$ -
23	SAWING CONCRETE WALK/APRON (FULL DEPTH)	LF	$ 8.00	790		$ -		$ -		$ -		$ -	0	$ -	941.00	$ 7,528.00	-151.00	-19%	$ -
24	SAWING BITUMINOUS PAVAEMENT (FULL DEPTH)	LF	$ 5.00	1,658		$ -		$ -		$ -		$ -	0	$ -	1479.00	$ 7,395.00	179.00	11%	$ -
25	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	$ 10.00	625		$ -		$ -		$ -		$ -	0	$ -	127.00	$ 1,270.00	498.00	80%	$ -
26	SALVAGE & REINSTALL GATE VALVE & BOX	EACH	$ 800.00	2		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	2.00	100%	$ -
27	SALVAGE & REINSTALL TRASH CAN & BASE	EACH	$ 350.00	2		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 350.00	1.00	50%	$ -
28	SALVAGE & REINSTALL SIGN & SUPPORT TYPE C	EACH	$ 200.00	16	11	$ 2,200.00		$ -		$ -	3	$ 600.00	14	$ 2,800.00	14.00	$ 2,800.00	2.00	13%	$ 400.00
29	SALVAGE & REINSTALL LIGHT POLE AND BASE	EACH	$ 3,000.00	23		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 3,000.00	22.00	96%	$ -
30	SALVAGE & REINSTALL MAILBOX	EACH	$ 235.00	2		$ -		$ -		$ -		$ -	0	$ -	2.00	$ 470.00	0.00	0%	$ -
31	COMMON EXCAVATION (P)	CU YD	$ 12.00	4,579		$ -		$ -		$ -		$ -	0	$ -	5782.00	$ 69,384.00	-1,203.00	-26%	$ -
32	GEOTEXTILE FABRIC, TYPE V	SQ YD	$ 1.60	16,723		$ -		$ -		$ -		$ -	0	$ -	17012.00	$ 27,219.20	-289.00	-2%	$ -
33	SUBGRADE PREPERATION 6"-12"	RDST	$ 650.00	31		$ -		$ -		$ -		$ -	0	$ -	22.70	$ 14,755.00	8.30	27%	$ -
34	AGGREGATE BASE (CV) CLASS 5	CU YD	$ 35.00	5,091		$ -		$ -		$ -		$ -	0	$ -	5181.00	$ 181,335.00	-90.00	-2%	$ -
35	MILL BITUMINOUS SURFACE (2.0")	SQ YD	$ 3.50	1,290		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	1,290.00	100%	$ 4,515.00
36	MILL BITUMINOUS SURFACE (1.0")	SQ YD	$ 2.50	3,048		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	3,048.00	100%	$ 7,620.00
37	EDGE MILL	LF	$ 3.00	808		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	808.00	100%	$ 2,424.00
38	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	$ 98.00	2,230		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	2,230.00	100%	$ 218,540.00
39	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	$ 96.00	1,754		$ -		$ -		$ -		$ -	0	$ -	2314.38	$ 222,180.48	-560.38	-32%	$ -
40	GRANULAR PIPE BEDDING	CU YD	$ 20.00	558		$ -		$ -		$ -		$ -	0	$ -	822.00	$ 16,440.00	-264.00	-47%	$ -
41	4" TP PIPE DRAIN (SUMP PUMPS)	LF	$ 16.50	325		$ -		$ -		$ -		$ -	0	$ -	356.50	$ 5,882.25	-31.50	-10%	$ -
42	6" PERFORATED PE PIPE DRAIN	LF	$ 8.50	5,905		$ -		$ -		$ -		$ -	0	$ -	5805.00	$ 49,342.50	100.00	2%	$ -
43	6" TP PIPE DRAIN CLEANOUT	EACH	$ 175.00	10		$ -		$ -		$ -		$ -	0	$ -	12.00	$ 2,100.00	-2.00	-20%	$ -
44	12" RC PIPE SEWER DESIGN 3006 CLASS V	LF	$ 28.00	494		$ -		$ -		$ -		$ -	0	$ -	332.00	$ 9,296.00	0.00	0%	$ -
45	15" RC PIPE SEWER DESIGN 3006 CLASS V	LF	$ 31.00	809		$ -		$ -		$ -		$ -	0	$ -	812.50	$ 25,187.50	0.00	0%	$ -
46	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	$ 33.00	69		$ -		$ -		$ -		$ -	0	$ -	67.00	$ 2,211.00	0.00	0%	$ -
47	24" RC PIPE SEWER DESIGN 3006 CLASS III	LF	$ 42.00	423		$ -		$ -		$ -		$ -	0	$ -	438.00	$ 18,396.00	0.00	0%	$ -
48	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	$ 56.00	226		$ -		$ -		$ -		$ -	0	$ -	264.00	$ 14,784.00	0.00	0%	$ -
49	8" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 36.00	1,535		$ -		$ -		$ -		$ -	0	$ -	1554.50	$ 55,962.00	-19.50	-1%	$ -
50	10" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 37.00	30		$ -		$ -		$ -		$ -	0	$ -	48.00	$ 1,776.00	0.00	0%	$ -
51	12" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 37.00	158		$ -		$ -		$ -		$ -	0	$ -	152.00	$ 5,624.00	6.00	4%	$ -
52	12" PVC PIPE SEWER-SCHEDULE 40 (STORM)	LF	$ 30.00	99		$ -		$ -		$ -		$ -	0	$ -	99.00	$ 2,970.00	0.00	0%	$ -
53	15" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 60.00	1,357		$ -		$ -		$ -		$ -	0	$ -	1397.00	$ 83,820.00	-40.00	-3%	$ -
54	18" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 58.00	67		$ -		$ -		$ -		$ -	0	$ -	72.00	$ 4,176.00	-5.00	-7%	$ -
55	21" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	$ 72.00	32		$ -		$ -		$ -		$ -	0	$ -	36.00	$ 2,592.00	0.00	0%	$ -
56	CONNECT TO EXISTING STORM SEWER	EACH	$ 500.00	7		$ -		$ -		$ -		$ -	0	$ -	9.00	$ 4,500.00	0.00	0%	$ -
57	CONNECT TO EXISTING STORM SEWER (SUBDRAIN)	EACH	$ 100.00	6		$ -		$ -		$ -		$ -	0	$ -	6.00	$ 600.00	0.00	0%	$ -
58	CONNECT TO EXISTING SUMP PUMP DISCHARGE	EACH	$ 150.00	20		$ -		$ -		$ -		$ -	0	$ -	4.00	$ 600.00	16.00	80%	$ -
59	CONNECT TO EXISTING SANITARY SEWER	EACH	$ 350.00	14		$ -		$ -		$ -		$ -	0	$ -	14.00	$ 4,900.00	0.00	0%	$ -
60	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	$ 100.00	58		$ -		$ -		$ -		$ -	0	$ -	46.00	$ 4,600.00	12.00	21%	$ -
61	8" X4" PVC WYE	EACH	$ 150.00	16		$ -		$ -		$ -		$ -	0	$ -	14.00	$ 2,100.00	2.00	13%	$ -
62	8" X6" PVC WYE	EACH	$ 170.00	4		$ -		$ -		$ -		$ -	0	$ -	12.00	$ 2,040.00	-8.00	-200%	$ -
63	10" X6" PVC WYE	EACH	$ 250.00	5		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 250.00	4.00	80%	$ -
64	15" X4" PVC WYE	EACH	$ 375.00	10		$ -		$ -		$ -		$ -	0	$ -	10.00	$ 3,750.00	0.00	0%	$ -
65	15" X6" PVC WYE	EACH	$ 450.00	21		$ -		$ -		$ -		$ -	0	$ -	12.00	$ 5,400.00	9.00	43%	$ -
66	4" PVC SANITARY SERVICE PIPE	LF	$ 24.00	879		$ -		$ -		$ -		$ -	0	$ -	1154.00	$ 27,696.00	-275.00	-31%	$ -
67	6" PVC SANITARY SERVICE PIPE	LF	$ 26.00	1,012		$ -		$ -		$ -		$ -	0	$ -	487.00	$ 12,662.00	525.00	52%	$ -
68	CONSTRUCT OUTSIDE DROP	LF	$ 1,600.00	3		$ -		$ -		$ -		$ -	0	$ -	6.00	$ 9,600.00	0.00	0%	$ -
69	SANITARY SEWER INSPECTION	LF	$ 1.35	1,450		$ -		$ -		$ -		$ -	0	$ -	1152.00	$ 1,555.20	298.00	21%	$ -
70	TEMPORARY WATER SERVICE	LS	$ 1.00	2		$ -		$ -		$ -		$ -	0	$ -	3.00	$ 3.00	0.00	0%	$ -
71	CONNECT TO EXISTING WATERMAIN	EACH	$ 1,250.00	14		$ -		$ -		$ -		$ -	0	$ -	14.00	$ 17,500.00	0.00	0%	$ -
72	CONNECT TO EXISTING WATER SERVICE	EACH	$ 165.00	41		$ -		$ -		$ -		$ -	0	$ -	47.00	$ 7,755.00	-6.00	-15%	$ -
73	6" GATE VALVE AND BOX	EACH	$ 1,650.00	7		$ -		$ -		$ -		$ -	0	$ -	7.00	$ 11,550.00	0.00	0%	$ -
74	8" GATE VALVE AND BOX	EACH	$ 2,400.00	13		$ -		$ -		$ -		$ -	0	$ -	15.00	$ 36,000.00	-2.00	-15%	$ -
75	INSTALL HYDRANT	EACH	$ 4,200.00	6		$ -		$ -		$ -		$ -	0	$ -	6.00	$ 25,200.00	0.00	0%	$ -
76	INSTALL CURB STOP AND BOX	EACH	$ 275.00	41		$ -		$ -		$ -		$ -	0	$ -	47.00	$ 12,925.00	-6.00	-15%	$ -
77	1" CORPORATION STOP	EACH	$ 250.00	38		$ -		$ -		$ -		$ -	0	$ -	45.00	$ 11,250.00	-7.00	-18%	$ -
78	2" CORPORATION STOP	EACH	$ 500.00	3		$ -		$ -		$ -		$ -	0	$ -	3.00	$ 1,500.00	0.00	0%	$ -
79	6" PVC WATERMAIN	LF	$ 30.00	126		$ -		$ -		$ -		$ -	0	$ -	148.00	$ 4,440.00	-22.00	-17%	$ -
80	8" PVC WATERMAIN	LF	$ 42.00	3,455		$ -		$ -		$ -		$ -	0	$ -	3490.00	$ 146,580.00	-35.00	-1%	$ -
81	1" WATER SERVICE	LF	$ 22.00	1,035		$ -		$ -		$ -		$ -	0	$ -	1543.00	$ 33,946.00	-508.00	-49%	$ -
82	2" WATER SERVICE	LF	$ 25.00	96		$ -		$ -		$ -		$ -	0	$ -	64.50	$ 1,612.50	0.00	0%	$ -
83	WATERMAIN FITTINGS	LBS	$ 9.00	2,726		$ -		$ -		$ -		$ -	0	$ -	2978.00	$ 26,802.00	-252.00	-9%	$ -
84	CONST DRAINAGE STRUCTURE, DESIGN 4007C W/MECHANICAL JOINT & PIPE SLEEVE SEALS (SANITARY)	LF	$ 250.00	121		$ -		$ -		$ -		$ -	0	$ -	113.25	$ 28,312.50	7.75	6%	$ -
85	CONSTRUCT DRAINAGE STRUCTURE, DESIGN TYPE 1	LF	$ 375.00	49		$ -	5.99	$ 2,246.25		$ -		$ -	5.99	$ 2,246.25	58.27	$ 21,851.25	0.00	0%	$ -
86	CONSTRUCT DRAINAGE STRUCTURE, DESIGN DBL TYPE 1	LF	$ 500.00	8		$ -		$ -		$ -		$ -	0	$ -	8.00	$ 4,000.00	0.00	0%	$ -
87	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 48-4020	LF	$ 485.00	19		$ -		$ -		$ -	-4.23	$ (2,051.55)	-4.23	$ (2,051.55)	31.98	$ 15,510.30	0.00	0%	$ -
88	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 60-4020	LF	$ 490.00	32		$ -	-1.75	$ (857.50)		$ -		$ -	-1.75	$ (857.50)	25.51	$ 12,499.90	0.00	0%	$ -
89	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 72-4020	LF	$ 500.00	6		$ -	5.94	$ 2,970.00		$ -		$ -	5.94	$ 2,970.00	11.49	$ 5,745.00	0.00	0%	$ -
90	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 60-4022	LF	$ 490.00	5		$ -		$ -		$ -		$ -	0	$ -	5.00	$ 2,450.00	0.00	0%	$ -
91	CASTING ASSEMBLY, NEENAH R-3067, TYPE V OR APPROVED EQUAL	EACH	$ 550.00	7		$ -		$ -		$ -		$ -	0	$ -	9.00	$ 4,950.00	-2.00	-29%	$ -
92	CASTING ASSEMBLY, NEENAH R-3067, TYPE VB OR APPROVED EQUAL	EACH	$ 550.00	7		$ -		$ -		$ -		$ -	0	$ -	8.00	$ 4,400.00	-1.00	-14%	$ -
93	CASTING ASSEMBLY, NEENAH R-3295-2, TYPE VB OR APPROVED EQUAL	EACH	$ 1,100.00	2		$ -		$ -		$ -		$ -	0	$ -	2.00	$ 2,200.00	0.00	0%	$ -
94	CASTING ASSEMBLY, TYPE NO. 700-7 WITH 715 COVER	EACH	$ 650.00	11		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 650.00	10.00	91%	$ 6,500.00
95	CASTING ASSEMBLY, TYPE NO. 700-7 WITH 721 COVER	EACH	$ 700.00	1		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 700.00	0.00	0%	$ -
96	CASTING ASSEMBLY, TYPE NO. 700-7 WITH SELIN FT SEAL 716 COVER (SANITARY)	EACH	$ 650.00	10		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	10.00	100%	$ 6,500.00
97	CASTING ASSEMLBY, HEAVY DUTY CLEANOUT HOUSING	EACH	$ 400.00	3		$ -		$ -		$ -		$ -	0	$ -	3.00	$ 1,200.00	0.00	0%	$ -
98	CONNECT TO EXISTING DRAINAGE STRUCTURE	EACH	$ 1,600.00	1		$ -		$ -		$ -		$ -	0	$ -	1.00	$ 1,600.00	0.00	0%	$ -
99	ADJUST DRAINAGE STRUCTURE	EACH	$ 1,200.00	1		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	1.00	100%	$ 1,200.00
100	5" CONCRETE WALK	SQ FT	$ 3.50	25,243		$ -		$ -		$ -		$ -	0	$ -	33959.00	$ 118,856.50	-8,716.00	-35%	$ -
101	CONCRETE CURB AND GUTTER, DESIGN B618	LF	$ 12.50	4,675		$ -		$ -		$ -		$ -	0	$ -	6541.00	$ 81,762.50	-1,866.00	-40%	$ -
102	6" CONCRETE DRIVEWAY PAVEMENT (LIGHT DUTY)	SQ FT	$ 5.25	2,439		$ -		$ -		$ -		$ -	0	$ -	4822.75	$ 25,319.44	-2,383.75	-98%	$ -
103	8" CONCRETE DRIVEWAY PAVEMENT (HEAVY DUTY)	SQ FT	$ 6.50	2,698		$ -		$ -		$ -		$ -	0	$ -	2760.25	$ 17,941.63	-62.25	-2%	$ -
104	TRUNCATED DOMES	SF	$ 60.00	720		$ -		$ -		$ -		$ -	0	$ -	575.00	$ 34,500.00	145.00	20%	$ -
105	TRAFFIC CONTROL	LS	$ 8,000.00	2		$ -		$ -		$ -		$ -	0	$ -	2.00	$ 16,000.00	0.00	0%	$ -
106	DETOUR SIGNING	LS	$ 5,400.00	2		$ -		$ -		$ -		$ -	0	$ -	2.00	$ 10,800.00	0.00	0%	$ -
107	SIGN SUPPORT TYPE A	EACH	$ 75.00	16	10	$ 750.00		$ -		$ -	13	$ 975.00	23	$ 1,725.00	23.00	$ 1,725.00	-7.00	-44%	$ -
108	SIGN PANELS TYPE C	SQ FT	$ 20.00	77	46.75	$ 935.00		$ -		$ -	85.25	$ 1,705.00	132	$ 2,640.00	132.00	$ 2,640.00	-55.00	-71%	$ -
109	INSTALL SIGN TYPE C	EACH	$ 25.00	32	11	$ 275.00		$ -		$ -	17	$ 425.00	28	$ 700.00	28.00	$ 700.00	4.00	13%	$ 100.00
110	STORM DRAIN INLET PROTECTION	EACH	$ 200.00	24		$ -		$ -		$ -		$ -	0	$ -	20.00	$ 4,000.00	4.00	17%	$ -
111	FILTER LOG TYPE STRAW BIOROLL	LF	$ 4.00	768		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	768.00	100%	$ -
112	STABILIZED CONSTRUCTION ENTRANCE	EACH	$ 1,000.00	4		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	4.00	100%	$ -
113	CONCRETE WASHOUT AREAS	LS	$ 650.00	1		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	1.00	100%	$ -
114	HYDRO SEEDING, SEED MIX 25-151	MGAL	$ 7,000.00	3	2.54	$ 17,780.00	0.76	$ 5,320.00		$ -	0.46	$ 3,220.00	3.76	$ 26,320.00	3.76	$ 26,320.00	-0.76	-25%	$ -
115	4" BROKEN LINE YELLOW-EPOXY	LF	$ 0.20	3,600		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	3,600.00	100%	$ 720.00
116	4" SOLID LINE YELLOW-EPOXY	LF	$ 1.00	220		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	220.00	100%	$ 220.00
117	6" SOLID LINE WHITE-EPOXY	LF	$ 3.60	2,665		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	2,665.00	100%	$ 9,594.00
118	24" SOLID LINE YELLOW-EPOXY (CURB AND GUTTER)	LF	$ 5.20	852		$ -		$ -		$ -		$ -	0	$ -	0.00	$ -	852.00	100%	$ 4,430.40
						$ 21,940.00		$ 9,678.75		$ -		$ 4,873.45		$ 36,492.20		$ 2,198,880.47			$ 289,364.40
Change Orders																			
1	Wood Disposal	LS	$ 9,346.32			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 9,346.32			
2.1	Drill Rig Mob and work time	HR	$ 210.00			$ -		$ -		$ -		$ -	0	$ -	6.00	$ 1,260.00			
2.2	5/6 Watermain Break	LS	$ 3,550.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 3,550.00			
2.3	5/15 Watermain Break	LS	$ 1,950.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 1,950.00			
2.4	5/8 Reinstall Hydrant and Harvey and 4th	EA	$ 2,100.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 2,100.00			
2.5	6/18 Buried Tank Removal	EA	$ 975.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 975.00			
2.6	6/13 Remove Valve and Cap Main at 4th and South	LS	$ 2,600.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 2,600.00			
2.7	6/30 Remove Wood box and fill with sand	LS	$ 895.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 895.00			
2.8	7/15 6th and Morgan watermain work	LS	$ 3,900.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 3,900.00			
2.9	7/28 Troubleshoot & Exploration for Valentine Inn Service	LS	$ 3,250.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 3,250.00			
2.10	9/14 18x6 Wye - Including Freight	EA	$ 1,550.00			$ -		$ -		$ -		$ -	0	$ -	2.00	$ 3,100.00			
2.11	9/17 Reinstall Hydrant at Emory and 4th	EA	$ 2,100.00			$ -		$ -		$ -		$ -	0	$ -	1.00	$ 2,100.00			
3	Valley Gutter	SF	$ 11.00			$ -		$ -		$ -		$ -	0	$ -	369.00	$ 4,059.00			
4	9/5 Sand for soil correction	CY	$ 25.00			$ -		$ -		$ -		$ -	0	$ -	720.00	$ 18,000.00			
5	11/4 Liquidated Damages	EA	$ (2,000.00)			$ -		$ -		$ -		$ -	0	$ -	30.00	$ (60,000.00)			
6	Alley Replacement and Pedestrian Ramp	EA	$ 9,165.00			$ -		$ -		$ -		$ -	0	$ -	0.00	$ -			
						$ -		$ -		$ -		$ -		$ -		$ (2,914.68)			
Withholding																			
1	Penalty	Days	$ 2,000.00			$ -		$ -		$ -		$ -	0.00	$ -	0.00	$ -			
2	Pavement and/or Base repair	Tons	$ 96.00			$ -		$ -		$ -		$ -	0.00	$ -	16.50	$ 1,584.00			
3	Seeding Until Established	MG	$ 7,000.00		1.78	$ 12,460.00	0.53	$ 3,710.00		$ -	0.32	$ 2,240.00	2.63	$ 18,410.00	2.63	$ 18,410.00			
						$ 12,460.00		$ 3,710.00		$ -		$ 2,240.00		$ 18,410.00		$ 19,994.00			
Deductions																			
1	Bituminous with incorrect oil	Tons	$ (10.00)												221.8	$ (2,218.00)			
						$ -		$ -		$ -		$ -		$ -		$ (2,218.00)			
Incentive																			
1	Bituminous Compaction - 4th	LS	$ 2,289.60									$ -		$ -	1	$ 2,289.60			
2	Bituminous Compaction - Morgan	LS	$ 1,740.68								1	$ 1,740.68	1	$ 1,740.68	1	$ 1,740.68			
						$ -		$ -		$ -		$ 1,740.68		$ 1,740.68		$ 4,030.28			
	Total					$ 9,480.00		$ 5,968.75		$ -		$ 4,374.13		$ 19,822.88		$ 2,177,784.07			
	5% Retainage					$ 474.00		$ 298.44		$ -		$ 218.71		$ 991.14		$ 108,889.20			
	Total Less 5% Retainage					$ 9,006.00		$ 5,670.31		$ -		$ 4,155.42		$ 18,831.74		$ 2,068,894.87			

S.A.P. 042-611-032 (CSAH 11)

Item No.	Item	Unit	Unit Price	Quantity	CSAH 11 Participating Units	CSAH 11 Participating Cost	Total This Pay Period Units	Total This Pay Period Cost	Total to Date Units	Total to Date Cost	Remaining to be Completed Units	% Remaining	Cost
1	MOBILIZATION	LS	$ 50,000.00	1	0.05	$ 2,500.00	0.05	$ 2,500.00	0.9	$ 45,000.00	0	10%	$ 5,000.00
2	MAINTENANCE & RESTORATION OF HAUL ROADS	LS	$ 1.00	1		$ -	0	$ -	1	$ 1.00	0	0%	$ -
3	REMOVE CONCRETE WALK	SQ FT	$ 1.00	2,316		$ -	0	$ -	2316	$ 2,316.00	0	0%	$ -
4	MILL BITUMINOUS SURFACE (1.5")	SQ YD	$ 2.25	8,500		$ -	0	$ -	12744	$ 28,674.00	-4,244	-50%	$ -
5	TYPE SP 12.5 WEARING COURSE MIXTURE (3,B)	TON	$ 93.00	2,050		$ -	0	$ -	1817.36	$ 169,014.48	233	11%	$ -
6	ADJUST GATE VALVE	EACH	$ 275.00	5		$ -	0	$ -	4	$ 1,100.00	1	20%	$ -
7	ADJUST FRAME AND RING CASTING	EACH	$ 525.00	6		$ -	0	$ -	2	$ 1,050.00	4	67%	$ -
8	TRAFFIC CONTROL	LS	$ 100.00	1		$ -	0	$ -	1	$ 100.00	0	0%	$ -
9	FURNISH SIGN PANEL, TYPE C	EACH	$ 20.00	12		$ -	0	$ -	0	$ -	12	100%	$ 240.00
10	TURF ESTABLISHMENT	EACH	$ 5,000.00	1	0.5	$ 2,500.00	0.5	$ 2,500.00	0.5	$ 2,500.00	1	50%	$ 2,500.00
11	PAVT MESSG (RR XING) EPOXY	EACH	$ 700.00	2	1	$ 700.00	1	$ 700.00	1	$ 700.00	1	50%	$ 700.00
12	PAVT MESSG (BIKE SYMBOL) EPOXY	EACH	$ 100.00	8		$ -	0	$ -	0	$ -	8	100%	$ 800.00
13	24" STOP LINE WHITE-EPOXY	LF	$ 7.00	56	21	$ 147.00	21	$ 147.00	21	$ 147.00	35	63%	$ 245.00
14	4" DOUBLE SOLID LINE YELLOW-EPOXY	LF	$ 0.66	3,200	217	$ 143.22	217	$ 143.22	217	$ 143.22	2,983	93%	$ 1,966.78
15	6" SOLID LINE WHITE-EPOXY	LF	$ 0.40	5,600		$ -	0	$ -	0	$ -	5,600	100%	$ 2,240.00
						$ 5,990.22		$ 5,990.22		$ 250,745.70			$ 13,693.78
Change Orders						$ -		$ -		$ -			
						$ -		$ -		$ -			
	Total					$ 5,990.22		$ 5,990.22		$ 250,745.70			
	5% Retainage					$ 299.51		$ 299.51		$ 12,537.29			
	Total Less 5% Retainage					$ 5,690.71		$ 5,690.71		$ 238,208.42			

As of Pay Request 7
S.A.P. 042-611-030 (CSAH 11)

Pay Request #7 11-11-2015 -12-08-2015

					CSAH 11													
					Participating		Non-Participating		Storm Sewer		Morgan St.		Total This Pay Period		Total to Date		Remaining to be Completed		
Item No.	Item	Unit	Unit Price	Quantity	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	% Remaining	Cost*

City Of Tracy

S.A.P 042-611-030 100% of Non-Participating Construction Costs:	$	5,670.31
45% of Storm Sewer Construction Costs:	$	-
100% of Morgan Street	$	4,155.42
	$	9,825.74

Lyon County Participation:

S.A.P 042-611-030 100% of Participating Construction Costs:	$	9,005.00
55% of Storm Sewer Construction Costs:	$	-
S.A.P 042-611-032 100% of Participating Construction Costs:	$	5,690.71
	$	14,695.71
Total Payment:	$	24,522.45

Work Completed To Date Minus Withholding:	$	2,428,529.77
5% Retainage:	$	121,426.49
Amount Eligible To Date:	$	2,307,103.28
Previous Payments:	$	2,282,512.82
Amount Owed This Pay Period:	$	24,590.46

Note: An error was discovered where the contractor was underpaid by $88.02 on Payment #5. The error was carried through to payment #6 but has been corrected on this payment.

The error was the result of Deduction #1 and Incentive #1 being removed from the sheet on the 5th payment. They are included on this payment so the total work completed is correct again.

*Pay items known to be completed have been zeroed out to more accurately reflect the cost of the remaining work.

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CITY OF TRACY

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APRIL 2016 to MAY 2016

	Check Amt	Invoice	Comment
10100 MINNWEST CHECKING			
Paid Chk# 067760 5/5/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$34.75		DRIVERS LICENSE #213
Total DL AND MV-MN DEPT PUB SAFETY	$34.75		
Paid Chk# 067761 5/5/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$3,755.50		MOTOR VEHICLE #213
Total DL AND MV-MN DEPT PUB SAFETY	$3,755.50		
Paid Chk# 067762 5/6/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$1,425.75		MOTOR VEHICLE #214
Total DL AND MV-MN DEPT PUB SAFETY	$1,425.75		
Paid Chk# 067763 5/6/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$85.50		DRIVERS LICENSE #214
Total DL AND MV-MN DEPT PUB SAFETY	$85.50		
Paid Chk# 067764 5/9/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$1,111.25		MOTOR VEHICLE #215
Total DL AND MV-MN DEPT PUB SAFETY	$1,111.25		
Paid Chk# 067765 5/9/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$88.75		DRIVERS LICENSE #215
Total DL AND MV-MN DEPT PUB SAFETY	$88.75		
Paid Chk# 067766 5/9/2016 **WESTERN COMMUNITY ACTION**			
E 802-417-321 OTHER CONTRACTUAL SERVICE	$1,473.00		CDBG GRANT DOWN
G 802-15800 ALLOWANCE FOR FORGIVEABLE L	$22,951.00		CDBG GRANT DOWN
Total WESTERN COMMUNITY ACTION	$24,424.00		
Paid Chk# 067767 5/10/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$1,580.00		MOTOR VEHICLE #216
Total DL AND MV-MN DEPT PUB SAFETY	$1,580.00		
Paid Chk# 067768 5/10/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301 LICENSES & TAXES	$68.50		DRIVERS LICENSE #216
Total DL AND MV-MN DEPT PUB SAFETY	$68.50		

CITY OF TRACY

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APRIL 2016 to MAY 2016

			Check Amt	Invoice	Comment
Paid Chk# 067769	5/11/2016	**SIMONSON,THOMAS**			
E 607-451-501	EQUIPMENT & IMPROVEMENTS		$500.00		AQ- POP COOLER
	Total	**SIMONSON,THOMAS**	$500.00		
Paid Chk# 067770	5/11/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES		$3,840.94		MOTOR VEHICLE #217
	Total	**DL AND MV-MN DEPT PUB SAFETY**	$3,840.94		
Paid Chk# 067771	5/11/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES		$46.25		DRIVERS LICENSE #217
	Total	**DL AND MV-MN DEPT PUB SAFETY**	$46.25		
Paid Chk# 067772	5/12/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES		$1,302.25		MOTOR VEHICLE #218
	Total	**DL AND MV-MN DEPT PUB SAFETY**	$1,302.25		
Paid Chk# 067773	5/12/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES		$99.50		DRIVERS LICENSE #218
	Total	**DL AND MV-MN DEPT PUB SAFETY**	$99.50		
Paid Chk# 067774	5/12/2016	**AB VACUUM CENTER**			
E 101-418-222	MAINTENANCE & REPAIR-BUILDI		$35.98		VACUUM BAGS
	Total	**AB VACUUM CENTER**	$35.98		
Paid Chk# 067775	5/12/2016	**AFFORDABLE APPLICANCE PLUS**			
E 406-441-501	EQUIPMENT & IMPROVEMENTS		$600.00		LIBRARY-2 NEW LOVE SEATS FOR LIBRARY
	Total	**AFFORDABLE APPLICANCE PLUS**	$600.00		
Paid Chk# 067776	5/12/2016	**AMERIPRIDE LINEN & APPAREL INC**			
E 601-491-321	OTHER CONTRACTUAL SERVICE		$108.41	2800628231	LQ STORE TOWEL SERVICE
	Total	**AMERIPRIDE LINEN & APPAREL INC**	$108.41		
Paid Chk# 067777	5/12/2016	**ARCTIC GLACIER**			
E 601-491-907	LIQUOR-STORE SUPPLIES		$101.62	1951613206	LQ STORE ICE
	Total	**ARCTIC GLACIER**	$101.62		
Paid Chk# 067778	5/12/2016	**BAKER & TAYLOR BOOKS**			

CITY OF TRACY

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APRIL 2016 to MAY 2016

		Check Amt	Invoice	Comment
E 406-441-435	BOOKS	$14.95	2031957546	LIBRARY BOOKS
E 101-441-435	BOOKS	$54.35	2031957546	LIBRARY BOOKS
	Total BAKER & TAYLOR BOOKS	$69.30		
Paid Chk# 067779	5/12/2016 **BELLBOY CORP**			
E 601-491-902	LIQUOR PURCHASES	$889.40	53436500	LQ STORE LIQUOR
E 601-491-907	LIQUOR-STORE SUPPLIES	$21.45	93866400	LQ STORE SUPPLIES-BAGS
	Total BELLBOY CORP	$910.85		
Paid Chk# 067780	5/12/2016 **BEVERAGE WHOLESALERS, INC.**			
E 601-491-903	BEER PURCHASES	$2,173.85	599029	LQ STORE BEER
E 601-491-903	BEER PURCHASES	$2,466.25	600050	LQ STORE BEER
	Total BEVERAGE WHOLESALERS, INC.	$4,640.10		
Paid Chk# 067781	5/12/2016 **BRIGGS AND MORGAN**			
E 411-417-321	OTHER CONTRACTUAL SERVICE	$5,106.38	579217	PROFESSIONAL SERVICES RE:HOUSING DEVELOPMENT REFUNDING BONDS, SERIES 2016A
E 505-487-321	OTHER CONTRACTUAL SERVICE	$5,000.00	579218	PROFESSIONAL SERVICES RE:G.O. REFUNDING BONDS,SERIES 2016B
	Total BRIGGS AND MORGAN	$10,106.38		
Paid Chk# 067782	5/12/2016 **CENTURYLINK**			
E 602-492-231	COMMUNICATIONS-TELEPHONE	$64.00		UTILITY COMMINICATIONS
	Total CENTURYLINK	$64.00		
Paid Chk# 067783	5/12/2016 **CHS INC.**			
E 203-461-202	MOTOR FUELS & LUBRICANTS	$29.60		CEMETERY FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS	$4.10		FIRE DEPT FUEL OFFSET
E 608-498-202	MOTOR FUELS & LUBRICANTS	$12.28		SEWER DEPT FUEL
E 608-498-202	MOTOR FUELS & LUBRICANTS	$193.75		SEWER DEPT FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS	$204.07		FIRE DEPT FUEL
E 602-492-202	MOTOR FUELS & LUBRICANTS	$91.04		UTILITY DEPT FUEL
E 101-421-202	MOTOR FUELS & LUBRICANTS	$458.52		POLICE DEPT FUEL
E 101-431-202	MOTOR FUELS & LUBRICANTS	$331.83		STREET DEPT FUEL
E 101-462-202	MOTOR FUELS & LUBRICANTS	$20.38	APRIL 16	AIRPORT FUEL
	Total CHS INC.	$1,345.57		
Paid Chk# 067784	5/12/2016 **CULLIGAN WATER CONDITIONING**			

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E 101-418-271	UTILITIES	$22.00		PD WATER COOLER RENT AND WATER
E 201-471-271	UTILITIES	$16.02		MULTIPURPOSE CTR SALT
E 602-492-271	UTILITIES	$52.00		SHOP WATER COOLER RENT AND WATER
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$12.00		VMC WATER COOLER WATER
Total	**CULLIGAN WATER CONDITIONING**	$102.02		
Paid Chk# 067785	5/12/2016 **DAN S SHOP INC**			
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	$3.70	72998	OIL FILTER
Total	**DAN S SHOP INC**	$3.70		
Paid Chk# 067786	5/12/2016 **DESMET WELDORS & MACHINE CO.**			
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$11.00	0076439	955 TANK REPAIR
Total	**DESMET WELDORS & MACHINE CO.**	$11.00		
Paid Chk# 067787	5/12/2016 **DOLL DISTRIBUTING, LLC**			
E 601-491-903	BEER PURCHASES	$3,527.00	598860	LQ STORE BEER
Total	**DOLL DISTRIBUTING, LLC**	$3,527.00		
Paid Chk# 067788	5/12/2016 **ELAN FINANCIAL SERVICES**			
E 101-441-435	BOOKS	$51.88		WALMART-LIBRARY DVD'S
E 101-431-222	MAINTENANCE & REPAIR-BUILDI	$198.85		SHOP BATHROOM FLOOR TILE
E 101-421-201	OFFICE SUPPLIES	$19.29		PD POSTAGE
E 101-421-301	LICENSES & TAXES	$90.00		STATE OF MN POST BOARD- N GEHRKE POST LICENSE RENEWAL
E 101-413-241	TRAVEL CONFERENCES & SCHO	$136.84		M.VOTCA HOTEL WHILE AT CONFERENCE
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	$553.65		SIRENNET-FIRE DEPT WHELEN 6" LOW PROFILE LED INTERIOR LIGHT
E 101-424-222	MAINTENANCE & REPAIR-BUILDI	$556.52		MENARDS- FIRE DEPT FLOOR REPAIR SUPPLIES
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$99.86		PAYPAL-DO METER PARTS
E 101-462-221	MAINTENANCE & REPAIR-EQUIP	$659.00		PAYPAL- 580 AIRPORT MOWER PARTS-DECK TIRES
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$299.95		PAYPAL-CHAIN SAW BLADE SHARPNER
E 101-413-241	TRAVEL CONFERENCES & SCHO	$395.00		MCMA-2016 MN CITY-COUNTY MANAGERS SPRING LEADERSHIP CONFERENCE-M. VOTCA
E 101-441-435	BOOKS	$46.88		AMAZON-LIBRARY BOOKS
E 607-451-241	TRAVEL CONFERENCES & SCHO	$175.00		MARSHALL AREA YMCA- LIFEGUARD TRAINING FOR ALEXIS SWICK
E 607-451-241	TRAVEL CONFERENCES & SCHO	$175.00		MARSHALL AREA YMCA- LIFEGUARD TRAINING FOR KAILEE MOYARS

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E 101-441-435	BOOKS	$20.00		JUNIOR LIBRARY GUILD- LIBRARY BOOKS
E 101-441-201	OFFICE SUPPLIES	$24.99		AMAZON- LIBRARY WIRELESS MOUSE
E 101-441-435	BOOKS	$49.97		AMAZON-LIBRARY BOOKS
E 101-441-435	BOOKS	$19.96		WALMART-LIBRARY BOOK
E 101-441-435	BOOKS	$32.92		WALMART-LIBRARY DVD'S
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$152.77	89618	OSHKOSH EQUIPMENT SALES- WELL SITE GENERATOR REPAIR
E 101-413-201	OFFICE SUPPLIES	$73.11	WO-191935	BERTELSON-ADMIN OFFICE SUPPLIES
	Total ELAN FINANCIAL SERVICES	$3,831.44		
Paid Chk# 067789	5/12/2016 **HAWKINS WATER TREATMENT**			
E 602-492-224	MAINTENANCE-CHEMICALS	$45.00	3875249RI	CHLORINE CYLINDER
	Total HAWKINS WATER TREATMENT	$45.00		
Paid Chk# 067790	5/12/2016 **HEGGIES PIZZA LLC**			
E 601-491-908	LIQUOR-PREPARED FOOD RESA	$65.50	1193766	LQ STORE FOOD FOR RESALE
	Total HEGGIES PIZZA LLC	$65.50		
Paid Chk# 067791	5/12/2016 **HEMISH, JANELL**			
E 101-421-201	OFFICE SUPPLIES	$2.45		PD-REIMBURSEMENT FOR POSTAGE PAID
	Total HEMISH, JANELL	$2.45		
Paid Chk# 067792	5/12/2016 **I & S GROUP INC**			
E 412-482-321	OTHER CONTRACTUAL SERVICE	$429.25	35321	PROFESSIONAL SERVICES FOR 4TH STREET PROJECT
E 101-413-321	OTHER CONTRACTUAL SERVICE	$991.25	35322	PROFESSIONAL SERVICES RE MURRAY COUNTY HOSPICE HOUSE
	Total I & S GROUP INC	$1,420.50		
Paid Chk# 067793	5/12/2016 **JOHN DEERE FINANCIAL**			
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$18.87	2036878	955 FUEL TANK PAINT/REPAIR
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	$44.04	2043202	FIRE DEPT- WINTER FUEL TREATMENT
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$17.99	2047602	955 MOWER FUEL TANK PAINT
	Total JOHN DEERE FINANCIAL	$80.90		
Paid Chk# 067794	5/12/2016 **LAVOY S REPAIR**			
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$140.63	38376	TRUCK DOT INSPECTION
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	$46.87	38376	TRUCK DOT INSPECTION

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	Total LAVOY S REPAIR	$187.50		
Paid Chk# 067795	5/12/2016 **LOCATORS & SUPPLIES, INC.**			
E 101-431-125	UNIFORM ALLOWANCE	$29.95	0244747-IN	D. PETERSON UNIFORM ALLOWANCE
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$41.24	0244747-IN	SHOP GLOVES
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	$112.02	0244955-IN	FIRE DEPT GLOVES
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$77.02	0244955-IN	SHOP GLOVES
	Total LOCATORS & SUPPLIES, INC.	$260.23		
Paid Chk# 067796	5/12/2016 **MIDWEST SUPPLY CO.**			
E 101-431-125	UNIFORM ALLOWANCE	$19.99	226909	D. PETERSON UNIFORM ALLOWANCE
E 101-424-222	MAINTENANCE & REPAIR-BUILDI	$11.58	227025	FIRE HALL FURNACE FILTER
E 101-431-125	UNIFORM ALLOWANCE	($19.99)	227331	D. PETERSON UNIFORM ALLOWANCE RETURN
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$110.47	227332	955 TANK REPAIR
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$4.49	227338	955 TANK PAINT
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$5.96	227345	955 TANK REPAIR
E 101-431-222	MAINTENANCE & REPAIR-BUILDI	$3.99	227348	SHOP BREAKROOM CLEANER
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$7.99	227355	SHOP-BLADES FOR HACKSAW
E 101-431-222	MAINTENANCE & REPAIR-BUILDI	$13.98	227356	CHAIR REPAIR
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	$3.99	227540	AQ PSI WASHER OIL
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	$42.29	227548	SHOP TOOL-TORO REPAIR
E 607-451-223	MAINTENANCE & REPAIR-OTHER	$14.99	227605	AQ-SPRAYER
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$26.99	227609	VMC SUPPLIES
E 602-492-223	MAINTENANCE & REPAIR-OTHER	$1.39	227639	WATER DEPT-FITTING
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$27.98	227650	FILTER PROJECT-SCRUB BRUSH
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$11.99	227662	TREE PRUNER
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$10.99	227675	VMC PAINT THINNER
E 607-451-222	MAINTENANCE & REPAIR-BUILDI	$1.99	227699	AQ-KEY
E 101-431-202	MOTOR FUELS & LUBRICANTS	$11.94	227850	OIL
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$12.99	227861	WATER DEPT-BATTERIES
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$5.50	227862	CHIPPING HAMMER
E 602-492-222	MAINTENANCE & REPAIR-BUILDI	$159.99	227874	SHOP FAN
E 602-492-223	MAINTENANCE & REPAIR-OTHER	$5.99	227881	WATER DEPT-HINGE
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$21.98	227918	VMC FERTILIZER
	Total MIDWEST SUPPLY CO.	$519.45		
Paid Chk# 067797	5/12/2016 **MN DEPT OF LABOR & INDUSTRY**			

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E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$10.00	ABR0140569I	VMC BOILER LICENSE
E 607-451-222	MAINTENANCE & REPAIR-BUILDI	$10.00	ABR0140571I	AQ BOILER LICENSE
E 101-441-222	MAINTENANCE & REPAIR-BUILDI	$200.00	ALR0061590I	LIBRARY ELEVATOR ANNUAL OPE
Total	**MN DEPT OF LABOR & INDUSTRY**	$220.00		
Paid Chk# 067798	5/12/2016 **MN ENERGY RESOURCES CORP**			
E 405-417-271	UTILITIES	$16.28		132 E 3RD ST UTILITIES
E 201-471-271	UTILITIES	$157.28		MULTIPURPOSE CTR UTILITIES
E 101-418-271	UTILITIES	$315.34		VMC UTILITIES
E 101-418-271	UTILITIES	$358.02		VMC UTILITIES
E 607-451-271	UTILITIES	$85.26		321 ELM ST UTILITIES
E 101-431-271	UTILITIES	$89.99		HWY 14 UTILITIES
E 601-491-271	UTILITIES	$155.52		LQ STORE UTILITIES
E 101-424-271	UTILITIES	$165.59		FIRE DEPT UTILITIES
E 602-492-271	UTILITIES	$310.93		SHOP UTILITIES
E 405-417-271	UTILITIES	$69.48		466 5TH ST UTILITIES
E 407-417-271	UTILITIES	$15.62		458 5TH ST UTILITIES
E 101-441-271	UTILITIES	$115.24		LIBRARY UTILITIES
E 101-424-271	UTILITIES	$163.80		FIRE DEPT UTILITIES
Total	**MN ENERGY RESOURCES CORP**	$2,018.35		
Paid Chk# 067799	5/12/2016 **OLSON & JOHNSON INT L INC**			
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	$150.41	311677	PLOW TRUCK SEAT AIR VALVE
Total	**OLSON & JOHNSON INT L INC**	$150.41		
Paid Chk# 067800	5/12/2016 **ONE OFFICE SOLUTION**			
E 601-491-907	LIQUOR-STORE SUPPLIES	$80.54	1530625-0	LQ STORE THERMAL PAPER
Total	**ONE OFFICE SOLUTION**	$80.54		
Paid Chk# 067801	5/12/2016 **PACE ANALYTICAL SERVICES, INC.**			
E 608-498-321	OTHER CONTRACTUAL SERVICE	$135.04	161263581	POND SAMPLES
Total	**PACE ANALYTICAL SERVICES, INC.**	$135.04		
Paid Chk# 067802	5/12/2016 **PAUSTIS WINE COMPANY**			
E 601-491-901	FREIGHT ON LIQUOR & BEER	$7.00	8547104-IN	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	$403.01	8547104-IN	LQ STORE LIQUOR
Total	**PAUSTIS WINE COMPANY**	$410.01		

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Paid Chk# 067803	5/12/2016 **PREMIUM PLANT SERVICES INC**			
E 101-424-222	MAINTENANCE & REPAIR-BUILDI	$3,967.00	2592	FIRE DEPT-HYDROBLASTING EPOXY FROM CONCRETE FLOOR
Total	**PREMIUM PLANT SERVICES INC**	$3,967.00		
Paid Chk# 067804	5/12/2016 **QUARNSTROM & DOERING, P.A**			
E 101-413-321	OTHER CONTRACTUAL SERVICE	$2,747.40	62623	APRIL 2016 LAWYERS SERVICES
Total	**QUARNSTROM & DOERING, P.A**	$2,747.40		
Paid Chk# 067805	5/12/2016 **SIOUX VALLEY ENVIRONMENTAL**			
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$6,673.20	9679	FILTER 1 MEDIA
Total	**SIOUX VALLEY ENVIRONMENTAL**	$6,673.20		
Paid Chk# 067806	5/12/2016 **SW HEALTH AND HUMAN SERVICES**			
E 602-492-321	OTHER CONTRACTUAL SERVICE	$40.00		WATER SAMPLES T1604
Total	**SW HEALTH AND HUMAN SERVICES**	$40.00		
Paid Chk# 067807	5/12/2016 **TRACY ACE HOME CENTER**			
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$39.99	B7810	DIFFUSER TAP
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$31.99	B7812	SPADE
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$15.99	B7869	WELDOR CORD REPAIR
Total	**TRACY ACE HOME CENTER**	$87.97		
Paid Chk# 067808	5/12/2016 **TRACY AUTO VALUE**			
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	$137.94	35061378	FIRE DEPT-LUMENX 4 BACKUP PL
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	($22.99)	35061407	FIRE DEPT RETURN
E 101-424-221	MAINTENANCE & REPAIR-EQUIP	$39.96	35061456	FIRE DEPT-DOORJAM SWITCH
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$10.97	35061799	955 TANK FITTINGS
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$38.00	35061800	955 FUEL TANK FITTING
Total	**TRACY AUTO VALUE**	$203.88		
Paid Chk# 067809	5/12/2016 **TRACY FOOD PRIDE**			
E 201-471-905	RESALE PURCHASES	$25.74	5529/108	MULTIPURPOSE CTR FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES	$7.00	5529/184	MULTIPURPOSE CTR FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES	$21.58	5529/306	MULTIPURPOSE CTR FOOD FOR RESALE
E 601-491-904	MIX PURCHASES	$8.76	5529/52	LQ STORE MIX SUPPLIES
Total	**TRACY FOOD PRIDE**	$63.08		

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Paid Chk# 067810	5/12/2016 **TRACY PUBLISHING CO.**			
E 101-431-251	PRINTING & PUBLISHING-ADVER	$37.00		SEASONAL PUBLIC WORKS AD
E 101-421-291	SUBS, MEMBRSHPS & CONTRBT	$37.00	89782	PD ONLNE SUBSCRIPTION
E 601-491-251	PRINTING & PUBLISHING-ADVER	$84.80	96009	LQ STORE AD
	Total TRACY PUBLISHING CO.	$158.80		
Paid Chk# 067811	5/12/2016 **VARIETY FOODS LLC**			
E 601-491-906	CIGARETTES	$786.00	1211057	LQ STORE CIGARETTES
E 601-491-901	FREIGHT ON LIQUOR & BEER	$3.00	1211057	LQ STORE FREIGHT
E 601-491-907	LIQUOR-STORE SUPPLIES	$23.60	1211057	LQ STORE SUPPLIES
E 601-491-909	LIQUOR-PACKAGED FOOD RESA	$50.04	1211057	LQ STORE FOOD FOR RESALE
	Total VARIETY FOODS LLC	$862.64		
Paid Chk# 067812	5/12/2016 **WHEELS ACROSS THE PRAIRIE**			
E 101-442-271	UTILITIES	$646.97		ELECTRICITY FOR WELCOME TRACY SIGN-WEST END
E 101-442-321	OTHER CONTRACTUAL SERVICE	$2,000.00		YEARLY CONTRIBUTION
	Total WHEELS ACROSS THE PRAIRIE	$2,646.97		
Paid Chk# 067813	5/12/2016 **XCEL ENERGY**			
E 101-431-271	UTILITIES	$9.11		365 E CRAIG AVE UTILITIES
E 101-432-271	UTILITIES	$2,174.05		STREET LIGHT UTILITIES
	Total XCEL ENERGY	$2,183.16		
Paid Chk# 067814	5/13/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$4,685.25		MOTOR VEHICLE #219
	Total DL AND MV-MN DEPT PUB SAFETY	$4,685.25		
Paid Chk# 067815	5/13/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$99.00		DRIVERS LICENSE #219
	Total DL AND MV-MN DEPT PUB SAFETY	$99.00		
Paid Chk# 067816	5/16/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$3,053.97		MOTOR VEHICLE #220
	Total DL AND MV-MN DEPT PUB SAFETY	$3,053.97		
Paid Chk# 067817	5/16/2016 **DL AND MV-MN DEPT PUB SAFETY**			

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E 605-495-301	LICENSES & TAXES	$18.25		DRIVERS LICENSE #220
Total	**DL AND MV-MN DEPT PUB SAFETY**	$18.25		
Paid Chk# 067818	5/17/2016 **DELTA DENTAL OF MN**			
E 101-441-126	HEALTH INSURANCE	$24.80		JUNE 2016 EMPLOYEE DENTAL INS
E 602-492-126	HEALTH INSURANCE	$24.80		JUNE 2016 EMPLOYEE DENTAL INS
E 101-421-126	HEALTH INSURANCE	$74.40		JUNE 2016 EMPLOYEE DENTAL INS
E 101-431-126	HEALTH INSURANCE	$99.20		JUNE 2016 EMPLOYEE DENTAL INS
Total	**DELTA DENTAL OF MN**	$223.20		
Paid Chk# 067819	5/17/2016 **MARCO**			
E 101-413-321	OTHER CONTRACTUAL SERVICE	$373.23	INV3191449	VMC COPIER LEASE/COPIES
Total	**MARCO**	$373.23		
Paid Chk# 067820	5/17/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$883.25		MOTOR VEHICLE #221
Total	**DL AND MV-MN DEPT PUB SAFETY**	$883.25		
Paid Chk# 067821	5/17/2016 **DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$43.50		DRIVERS LICENSE #221
Total	**DL AND MV-MN DEPT PUB SAFETY**	$43.50		
Paid Chk# 067822	5/20/2016 **AFLAC**			
G 101-21715	AFLAC STD WITHHOLDING	$26.33		EMPLOYEE CHECK WITHHOLDING
G 101-21713	AFLAC ACCIDENT WITHHOLDING	$82.31		EMPLOYEE CHECK WITHHOLDING
G 101-21712	AFLAC CANCER WITHHOLDING	$69.16		EMPLOYEE CHECK WITHHOLDING
Total	**AFLAC**	$177.80		
Paid Chk# 067823	5/20/2016 **AFSCME**			
G 101-21723	AFSCME UNION WITHHOLDING	$260.13		EMPLOYEE UNION DUES
Total	**AFSCME**	$260.13		
Paid Chk# 067824	5/20/2016 **BLUE CROSS BLUE SHIELD OF MN**			
G 101-21718	HEALTH INS PRETAX W/H	$82.00		EMPLOYEE CHECK WITHHOLDING
Total	**BLUE CROSS BLUE SHIELD OF MN**	$82.00		
Paid Chk# 067825	5/20/2016 **LELS**			
G 101-21724	LELS UNION WITHHOLDING	$63.02		POLICE UNION DUES

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	Total LELS	$63.02		
Paid Chk# 067826 5/20/2016	**NCPERS**			
G 101-21711	NCPERS WITHHOLDING	$96.00		EMPLOYEE CHECK WITHHOLDING
	Total NCPERS	$96.00		
Paid Chk# 067827 5/20/2016	**USABEL LIFE**			
G 101-21716	LIFE INS PRETAX WITHHOLDING	$20.80		RYKHUS, BRUCE
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	$1.30		SCHULTZ, ALLEN JEFFERY
G 101-21716	LIFE INS PRETAX WITHHOLDING	$7.20		LICHTY, APRIL LEIGH
G 101-21716	LIFE INS PRETAX WITHHOLDING	$3.15		BURCH, KIMBERLY JO
G 101-21716	LIFE INS PRETAX WITHHOLDING	$8.35		HINZ, LUANN JOAN
	Total USABEL LIFE	$50.82		
Paid Chk# 067828 5/18/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$990.75		MOTOR VEHICLE #222
	Total DL AND MV-MN DEPT PUB SAFETY	$990.75		
Paid Chk# 067829 5/18/2016	**DL AND MV-MN DEPT PUB SAFETY**			
E 605-495-301	LICENSES & TAXES	$54.75		DRIVERS LICENSE #222
	Total DL AND MV-MN DEPT PUB SAFETY	$54.75		
Paid Chk# 067830 5/19/2016	**ARCTIC GLACIER**			
E 601-491-907	LIQUOR-STORE SUPPLIES	$78.40	1948613906	LQ STORE ICE
	Total ARCTIC GLACIER	$78.40		
Paid Chk# 067831 5/19/2016	**BEVERAGE WHOLESALERS, INC.**			
E 601-491-903	BEER PURCHASES	$4,174.50	601081	LQ STORE BEER
	Total BEVERAGE WHOLESALERS, INC.	$4,174.50		
Paid Chk# 067832 5/19/2016	**BLUE CROSS BLUE SHIELD OF MN**			
E 101-421-126	HEALTH INSURANCE	$2,623.20		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 101-441-126	HEALTH INSURANCE	$911.35		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 605-495-126	HEALTH INSURANCE	$402.73		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 101-418-126	HEALTH INSURANCE	$1,044.34		JUNE 2016 EMPLOYEE HEALTH INSURANCE

CITY OF TRACY

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APRIL 2016 to MAY 2016

		Check Amt	Invoice	Comment
E 601-491-126	HEALTH INSURANCE	$2,339.61		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 101-431-126	HEALTH INSURANCE	$5,709.68		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 101-413-126	HEALTH INSURANCE	$2,849.94		JUNE 2016 EMPLOYEE HEALTH INSURANCE
E 602-492-126	HEALTH INSURANCE	$1,095.41		JUNE 2016 EMPLOYEE HEALTH INSURANCE
Total	**BLUE CROSS BLUE SHIELD OF MN**	$16,976.26		
Paid Chk# 067833	5/19/2016 **BREAKTHRU BEVERAGE MN WINE**			
E 601-491-901	FREIGHT ON LIQUOR & BEER	$15.11	1080470522	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	$815.28	1080470522	LQ STORE LIQUOR
Total	**BREAKTHRU BEVERAGE MN WINE**	$830.39		
Paid Chk# 067834	5/19/2016 **DANIELS, SHANE**			
E 601-491-201	OFFICE SUPPLIES	$21.00		LQ STORE ETHERNET SWITCH-REIMBURSEMENT
E 601-491-201	OFFICE SUPPLIES	$50.75		LQ STORE ROUTER-REIMBURSEMENT
Total	**DANIELS, SHANE**	$71.75		
Paid Chk# 067835	5/19/2016 **DOLL DISTRIBUTING, LLC**			
E 601-491-903	BEER PURCHASES	$1,255.20	602433	LQ STORE BEER
Total	**DOLL DISTRIBUTING, LLC**	$1,255.20		
Paid Chk# 067836	5/19/2016 **EHLERS & ASSOCIATES INC**			
E 411-417-620	FISCAL AGENTS FEE	$1,000.00	70483	ARBITRAGE REPORT FOR TAXABLE HOUSING BONDS 2010A
Total	**EHLERS & ASSOCIATES INC**	$1,000.00		
Paid Chk# 067837	5/19/2016 **G & R ELECTRIC**			
E 601-491-221	MAINTENANCE & REPAIR-EQUIP	$99.60	35508	LQ STORE OUTSIDE SIGN REPAIR
Total	**G & R ELECTRIC**	$99.60		
Paid Chk# 067838	5/19/2016 **G. H. PLUMBING & HEATING**			
E 201-471-222	MAINTENANCE & REPAIR-BUILDI	$321.35	8110	MULTIPURPOSE CTR SUMP PUMP/STOOL REPAIR
Total	**G. H. PLUMBING & HEATING**	$321.35		
Paid Chk# 067839	5/19/2016 **HEGGIES PIZZA LLC**			
E 601-491-908	LIQUOR-PREPARED FOOD RESA	$34.80	1196347	LQ STORE PIZZA'S
Total	**HEGGIES PIZZA LLC**	$34.80		
Paid Chk# 067840	5/19/2016 **HOPE DAC**			

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APRIL 2016 to MAY 2016

		Check Amt	Invoice	Comment
E 601-491-321	OTHER CONTRACTUAL SERVICE	$45.17		LQ STORE CLEANING SERVICE
E 201-471-222	MAINTENANCE & REPAIR-BUILDI	$103.51		MULTIPURPOSE CTR CLEANING SERVICE
	Total HOPE DAC	$148.68		
Paid Chk# 067841	5/19/2016 **JOHNSON BROTHERS LIQUOR CO.**			
E 601-491-902	LIQUOR PURCHASES	$2,140.57	2975369	LQ STORE LIQUOR
E 601-491-901	FREIGHT ON LIQUOR & BEER	$34.98	2975369	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	$642.18	5439745	LQ STORE LIQUOR
E 601-491-901	FREIGHT ON LIQUOR & BEER	$14.31	5439745	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	($65.28)	572758	LQ STORE LIQUOR CREDIT
	Total JOHNSON BROTHERS LIQUOR CO.	$2,766.76		
Paid Chk# 067842	5/19/2016 **LARSON, STEVE**			
E 101-421-321	OTHER CONTRACTUAL SERVICE	$44.00		PD-DOG POUND FEES
	Total LARSON, STEVE	$44.00		
Paid Chk# 067843	5/19/2016 **LEAGUE OF MN CITIES INS TRUST**			
E 101-431-261	INSURANCE & BONDS	$9,153.00		2016 PROPERTY INS COVERAGE
E 203-461-261	INSURANCE & BONDS	$307.00		2016 PROPERTY INS COVERAGE
E 101-441-261	INSURANCE & BONDS	$1,678.00		2016 PROPERTY INS COVERAGE
E 101-418-261	INSURANCE & BONDS	$6,928.00		2016 PROPERTY INS COVERAGE
E 101-462-261	INSURANCE & BONDS	$4,837.00		2016 PROPERTY INS COVERAGE
E 101-424-261	INSURANCE & BONDS	$7,424.00		2016 PROPERTY INS COVERAGE
E 101-421-261	INSURANCE & BONDS	$7,540.00		2016 PROPERTY INS COVERAGE
E 602-492-261	INSURANCE & BONDS	$4,299.00		2016 PROPERTY INS COVERAGE
E 608-498-261	INSURANCE & BONDS	$3,158.00		2016 PROPERTY INS COVERAGE
E 201-471-261	INSURANCE & BONDS	$1,098.00		2016 PROPERTY INS COVERAGE
E 601-491-261	INSURANCE & BONDS	$2,832.00		2016 PROPERTY INS COVERAGE
E 607-451-261	INSURANCE & BONDS	$4,954.00		2016 PROPERTY INS COVERAGE
E 101-463-261	INSURANCE & BONDS	$20,044.00		2016 PROPERTY INS COVERAGE
	Total LEAGUE OF MN CITIES INS TRUST	$74,252.00		
Paid Chk# 067844	5/19/2016 **MARCO**			
E 101-413-321	OTHER CONTRACTUAL SERVICE	$199.80	INV3336680	VMC COPIER CONTRACT
	Total MARCO	$199.80		
Paid Chk# 067845	5/19/2016 **MCLAUGHLIN & SCHULZ, INC.**			

CITY OF TRACY

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APRIL 2016 to MAY 2016

		Check Amt	Invoice	Comment
E 101-431-223	MAINTENANCE & REPAIR-OTHER	$1,906.24	009996	POTHOLE MIX
Total	**MCLAUGHLIN & SCHULZ, INC.**	$1,906.24		
Paid Chk# 067846	5/19/2016 **MIDWEST SUPPLY CO.**			
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	$29.98	227917	TRAILER LIGHTS
E 602-492-223	MAINTENANCE & REPAIR-OTHER	$229.00	227956	WATER PLANT-SHOP TOOL-JACK FOR FLOOR FILTER
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$10.88	228012	WATER FILTER PROJECT-WELDING SUPPLIES
E 602-492-223	MAINTENANCE & REPAIR-OTHER	$49.99	228032	SHOP VAC
E 101-418-222	MAINTENANCE & REPAIR-BUILDI	$6.98	228034	VMC SUPPLIES
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$4.00	228060	955 REPAIR/BOLTS, NUTS, SCREWS
E 101-441-201	OFFICE SUPPLIES	$59.96	228069	LIBRARY BATTERIES
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	$4.58	228070	955 TANK/KEY STOCK
E 608-498-201	OFFICE SUPPLIES	$6.99	228121	UTILITIES DEPT- MAILING TAPE
E 101-421-201	OFFICE SUPPLIES	$30.94	228125	PD SANITIZER/DISINFECTANT
Total	**MIDWEST SUPPLY CO.**	$433.30		
Paid Chk# 067847	5/19/2016 **OLD DUTCH FOODS INC**			
E 601-491-909	LIQUOR-PACKAGED FOOD RESA	$35.68	27712633	LQ STORE PACKAGED FOOD FOR RESALE
Total	**OLD DUTCH FOODS INC**	$35.68		
Paid Chk# 067848	5/19/2016 **ROCKMOUNT/NASSAU**			
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	$1,018.49	1217299	WELDING RODS FOR FILTER PROJECT
Total	**ROCKMOUNT/NASSAU**	$1,018.49		
Paid Chk# 067849	5/19/2016 **SOUTHERN WINE & SPIRITS OF MN**			
E 601-491-902	LIQUOR PURCHASES	$492.00	1407178	LQ STORE LIQUOR
E 601-491-901	FREIGHT ON LIQUOR & BEER	$6.17	1407178	LQ STORE FREIGHT
Total	**SOUTHERN WINE & SPIRITS OF MN**	$498.17		
Paid Chk# 067850	5/19/2016 **TRACY ACE HOME CENTER**			
E 607-451-222	MAINTENANCE & REPAIR-BUILDI	$4.75	A2481	POOL LOCKER WALL REPAIR
E 607-451-221	MAINTENANCE & REPAIR-EQUIP	$3.49	B7146	POOL CLEANING SUPPLIES
E 607-451-222	MAINTENANCE & REPAIR-BUILDI	$25.55	B7895	POOL LOCKER REPAIR
E 101-431-222	MAINTENANCE & REPAIR-BUILDI	$9.16	B7946	PARK BATHROOM CLEANER
E 201-471-222	MAINTENANCE & REPAIR-BUILDI	$7.49	B8034	MULTIPURPOSE CTR PANEL LITE
Total	**TRACY ACE HOME CENTER**	$50.44		

CITY OF TRACY

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		Check Amt	Invoice	Comment
Paid Chk# 067851	5/19/2016 **TRACY FOOD PRIDE**			
E 201-471-905	RESALE PURCHASES	$3.58	5529/99	MULTIPURPOSE CTR FOOD FOR RESALE
	Total TRACY FOOD PRIDE	$3.58		
Paid Chk# 067852	5/19/2016 **TRACY PUBLISHING CO.**			
E 101-413-251	PRINTING & PUBLISHING-ADVER	$73.50	96034	CUSTODIAN AD
	Total TRACY PUBLISHING CO.	$73.50		
Paid Chk# 067853	5/19/2016 **USABEL LIFE**			
E 605-495-126	HEALTH INSURANCE	$12.95		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 101-418-126	HEALTH INSURANCE	$51.92		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 602-492-126	HEALTH INSURANCE	$14.45		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 601-491-126	HEALTH INSURANCE	$46.01		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 101-441-126	HEALTH INSURANCE	$11.55		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 101-421-126	HEALTH INSURANCE	$41.98		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 101-431-126	HEALTH INSURANCE	$88.45		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
E 101-413-126	HEALTH INSURANCE	$70.20		JUNE 2016 EMPLOYEE LIFE, STD AND ADD INSURANCE
	Total USABEL LIFE	$337.51		
Paid Chk# 067854	5/19/2016 **VARIETY FOODS LLC**			
E 601-491-901	FREIGHT ON LIQUOR & BEER	$3.00	1212435	LQ STORE FREIGHT
E 601-491-906	CIGARETTES	$550.44	1212435	LQ STORE CIGARETTES
E 601-491-909	LIQUOR-PACKAGED FOOD RESA	$19.32	1212435	LQ STORE FOOD FOR RESALE
E 601-491-907	LIQUOR-STORE SUPPLIES	$37.66	1212435	LQ STORE SUPPLIES
	Total VARIETY FOODS LLC	$610.42		
Paid Chk# 067855	5/19/2016 **VAST BROADBAND**			
E 101-424-231	COMMUNICATIONS-TELEPHONE	$195.42		PHONE/INTERNET/CABLE
E 608-498-231	COMMUNICATIONS-TELEPHONE	$148.95		PHONE/INTERNET/CABLE
E 101-441-231	COMMUNICATIONS-TELEPHONE	$195.77		PHONE/INTERNET/CABLE

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		Check Amt	Invoice	Comment
E 201-471-231	COMMUNICATIONS-TELEPHONE	$195.97		PHONE/INTERNET/CABLE
E 101-431-231	COMMUNICATIONS-TELEPHONE	$148.94		PHONE/INTERNET/CABLE
E 601-491-231	COMMUNICATIONS-TELEPHONE	$231.70		PHONE/INTERNET/CABLE
E 101-417-231	COMMUNICATIONS-TELEPHONE	$92.96		PHONE/INTERNET/CABLE
E 101-425-231	COMMUNICATIONS-TELEPHONE	$148.94		PHONE/INTERNET/CABLE
E 607-451-231	COMMUNICATIONS-TELEPHONE	$49.58		PHONE/INTERNET/CABLE
E 605-495-231	COMMUNICATIONS-TELEPHONE	$92.96		PHONE/INTERNET/CABLE
E 101-421-231	COMMUNICATIONS-TELEPHONE	$326.33		PHONE/INTERNET/CABLE
E 101-413-231	COMMUNICATIONS-TELEPHONE	$289.91		PHONE/INTERNET/CABLE
E 602-492-231	COMMUNICATIONS-TELEPHONE	$148.94		PHONE/INTERNET/CABLE
	Total VAST BROADBAND	$2,266.37		
Paid Chk# 067856	5/19/2016 **VIKING COCA - COLA BOTTLING**			
E 601-491-904	MIX PURCHASES	$199.50	1728673	LQ STORE MIX SUPPLIES
	Total VIKING COCA - COLA BOTTLING	$199.50		
Paid Chk# 067857	5/19/2016 **WINE MERCHANTS**			
E 601-491-901	FREIGHT ON LIQUOR & BEER	$1.59	7081223	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	$72.00	7081223	LQ STORE LIQUOR
	Total WINE MERCHANTS	$73.59		
Paid Chk# 067858	5/19/2016 **XCEL ENERGY**			
E 607-451-271	UTILITIES	$67.95		AQ UTILITIES
E 601-491-271	UTILITIES	$816.74		LQ STORE UTILITIES
E 101-426-271	UTILITIES	$8.01		SOUTH ST SIREN UTILITIES
E 101-431-271	UTILITIES	$11.75		3298 US HWY 14 UTILITIES
E 201-471-271	UTILITIES	$515.54		MULTIPURPOSE CTR UTILITIES
E 101-418-271	UTILITIES	$397.11		VMC UTILITIES
E 407-417-271	UTILITIES	$14.38		458 5TH ST UTILITIES
E 407-417-271	UTILITIES	$3.80		401 5TH ST UTILITIES
E 407-417-271	UTILITIES	$64.05		466 5TH ST UTILITIES
E 201-471-271	UTILITIES	$13.86		MULTIPURPOSE CTR UTILITIES
E 602-492-271	UTILITIES	$564.52		WATER PUMPING WELLS UTILITIES
E 608-498-271	UTILITIES	$31.73		SEWAGE METERING SYSTEM UTILITIES
E 101-441-271	UTILITIES	$199.97		LIBRARY UTILITIES
E 101-431-271	UTILITIES	$22.15		SWIFT LAKE PARK UTILITIES
E 101-432-271	UTILITIES	$143.70		299 SOUTH ST UTILITIES

CITY OF TRACY

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		Check Amt	Invoice	Comment
E 101-431-271	UTILITIES	$27.05		283 1/2 ELM ST UTILITIES
E 101-431-271	UTILITIES	$13.20		VELTA PARK UTILITIES
E 602-492-271	UTILITIES	$1,190.12		1156 CRAIG AVE UTILITIES
E 602-492-271	UTILITIES	$108.34		110 6TH ST UTILITIES
E 608-498-271	UTILITIES	$77.95		SEWER LIFT UTILITIES
E 101-431-271	UTILITIES	$107.10		BAND SHELL UTILITIES
E 101-418-271	UTILITIES	$25.05		MTR BY CITY HALL UTILITIES
E 608-498-271	UTILITIES	$14.30		508 CIRCLE DR UTILITES
E 101-418-271	UTILITIES	$295.62		VMC UTILITIES
E 101-462-271	UTILITIES	$14.75	501000788	AIRPORT UTILITIES
E 101-462-271	UTILITIES	$187.17	501215166	AIRPORT UTILITIES
	Total XCEL ENERGY	$4,935.91		
10100	**MINNWEST CHECKING**	$214,901.40		

Fund Summary

10100 MINNWEST CHECKING	
101 GENERAL	$96,777.59
201 MULTI PURPOSE CENTER OP	$2,486.92
203 CEMETERY OPRTNG FUND	$336.60
405 EASTVIEW APARTMENTS	$85.76
406 LIBRARY TRUST FUND	$614.95
407 5TH STREET APARTMENTS	$97.85
411 ORCHARD LANE TOWNHOMES	$6,106.38
412 2014 CONSTRUCTION FUND (4TH&M)	$429.25
505 2008 REFUNDING BONDS	$5,000.00
601 LIQUOR STORE OPRTNG	$27,995.74
602 UTILITY-WATER	$16,593.33
605 LICENSING	$23,776.30
607 AQ CENTER OPERATIONS	$6,071.55
608 UTILITY-SEWER	$4,105.18
802 CDBG GRANT FUND	$24,424.00
	$214,901.40

13B

ISG

I+S GROUP

5th St East Extention

City of Tracy, Minnesota
Preliminary Cost Estimate

May 13, 2016

Item No.	Construction Item	Unit	Quantity	Unit Price	Amount
2104.501	REMOVE CURB & GUTTER	LF	55	$ 3.50	$ 192.50
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	95	$ 2.00	$ 190.00
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	80	$ 3.00	$ 240.00
	TOPSOIL STRIP	CY	125	$ 4.00	$ 500.00
2105.501	COMMON EXCAVATION	CY	0	$ 6.50	$ -
2112.501	SUBGRADE PREPARATION 6"-12"	RDST	0.60	$ 650.00	$ 390.00
2105.604	GEOTEXTILE FABRIC, TYPE 5	SY	350	$ 1.60	$ 560.00
2118.502	AGGREGATE SURFACING CLASS 5	CY	98	$ 29.00	$ 2,842.00
2360.503	TYPE SP NON WEARING COARSE MIXTURE 2" THICK (SPNWC230C)	SY	350	$ 11.75	$ 4,112.50
2360.503	TYPE SP WEAR COURSE MIXTURE 1.5" THICK (SPWEB240C)	SY	350	$ 9.50	$ 3,325.00
2451.507	GRANULAR PIPE BEDDING	CY	20	$ 10.00	$ 200.00
2503.511	8" PVC PIPE SEWER-SDR 35 (SANITARY)	LF	95	$ 35.00	$ 3,325.00
2506.501	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4007C W/MECHANICAL JOINT & PIPE SLEEVE SEALS (SANITARY)	LF	8	$ 250.00	$ 2,000.00
2503.602	CONNECT TO EXISITING SANITARY MANHOLE	EACH	1	$ 1,000.00	$ 1,000.00
2503.602	8"X4" PVC WYE	EACH	1	$ 150.00	$ 150.00
2503.603	4" PVC SANITARY SERVICE PIPE	EACH	33	$ 23.00	$ 759.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1	$ 500.00	$ 500.00
2504.602	6" GATE VALVE AND BOX	EACH	2	$ 1,650.00	$ 3,300.00
2504.602	INSTALL HYDRANT	EACH	1	$ 3,600.00	$ 3,600.00
2504.602	INSTALL CURB STOP AND BOX	EACH	1	$ 275.00	$ 275.00
2504.602	2" CORPORATION STOP	EACH	1	$ 250.00	$ 250.00
2504.603	6" PVC WATERMAIN	LF	75	$ 32.00	$ 2,400.00
2504.603	2" WATER SERVICE	LF	25	$ 25.00	$ 625.00
2504.608	WATERMAIN FITTINGS	LB	145	$ 9.00	$ 1,305.00
2506.516	CASTING ASSEMBLY, TYPE NO. 700-7 WITH SELF SEAL 716 COVER	EACH	1	$ 700.00	$ 700.00
2531.501	CONCRETE CURB AND GUTTER, DESIGN B618	LF	140	$ 12.00	$ 1,680.00
2573.602	EROSION CONTROL & MAINTENANCE	EACH	1	$ 1,500.00	$ 1,500.00
2575.505	SODDING TYPE LAWN	SY	155	$ 3.50	$ 542.50
				ESTIMATED STREET IMPROVEMENTS COST	**$ 36,463.50**
				10% CONTINGENCIES	**$ 3,650.00**
				ESTIMATED TOTAL 5TH ST EAST EXTENSION CONSTRUCTION COST	**$ 40,113.50**
				SURVEYING & ENGINEERING	**$ 5,000.00**
				WATERMAIN EXTENSION PERMIT	$ 150.00
				SANITARY EXTENSION PERMIT	$ 350.00
				TOTAL ESTIMATED CONSTRUCTION & ENGINEERING COST	**$ 45,613.50**

Agreement of Assessment and Waiver of Irregularity and Appeal

THIS AGREEMENT, is made this _____ day of (month) ,2016, between the City of Tracy, State of Minnesota, 336 Morgan Street, Tracy, Minnesota 56175 (hereinafter referred to as the "City"), and Hospice of Murray County, 36 Park Drive, P.O. Box 86, Slayton, Minnesota 56172 (hereinafter referred to as "Owner").

In consideration of the action of the City Council, at the Owner's request, to cause the construction of _____ on _____ Street, between _____ and _____and to assess 100 percent (100%) of the cost of $_____ to the Owner, Owner agrees to pay said percentage, as may be determined by the Council of the City to be a fair apportionment of the costs of said improvement, including engineering fees, estimated to be $_____ over a period of _____ years. Owner further agrees that the estimated assessment may be exceeded if the increases are a result of requests made by the property owner or otherwise approved by the property owner in a subsequent separate written document. Pursuant to Minn. Stat. 462.3531, Owner expressly waives objection to any irregularity with regard to the said improvement assessments and any claim that the amount thereof levied against Owner's property is excessive, together with all rights to appeal in the courts.

None of the parties hereto shall be considered to be the drafter of this Agreement or any provision hereof for the purpose of any statute, case law, or rule of interpretation or construction that would or might cause any provision to be construed against the drafter hereof.

This Agreement constitutes the entire understanding and agreement between the City and Owner with respect to the transactions arising in connection with the construction, improvement, and assessment, and supersede all prior written or oral understandings and agreements between the City and Owner in connection therewith.

Nothing contained in this Agreement is intended to create any partnership, joint venture or association between the City and Owner, or in any way make the City a co-principal with Owner with reference to the property involved in this Agreement, and any inferences to the contrary are hereby expressly negated.

This Agreement shall be governed by the laws of the State of Minnesota. In the event that any provision of clause of this Agreement conflicts with applicable law, such conflict shall not affect other provisions of the Agreement, which can be given effect without the conflicting provisions, and to this end the provisions of the Agreement are declared to be severable. In the event of a breach of this Agreement, any dispute shall be subject to the venue of the District Court of Lyon County, State of Minnesota.

In the event Owner breaches any provision, term, or condition of this Agreement, Owner shall pay any and all attorney's fees to the City to enforce this Agreement, and any damages incurred by City as a result of Owner's breach.

OWNER REPRESENTS, CERTIFIES, WARRANTS AND AGREES THAT OWNER HAS READ ALL OF THIS AGREEMENT AND UNDERSTANDS ALL OF THE

PROVISIONS OF THIS AGREEMENT.

IN WITNESS WHEREOF, The parties hereto have executed this agreement the year and date first above written.

HOSPICE OF MURRAY COUNTY

By: _____
Dr. Joe Muldoon, It's President

STATE OF MINNESOTA)
)ss.
COUNTY OF LYON)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Dr. Joe Muldoon, President of the Hospice of Murray County.

NOTARIAL STAMP OR SEAL

_____
Notary Public

CITY OF TRACY

By:_____
Stephen Ferrazzano, Mayor

By:_____
Michael Votca, City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF LYON)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by City of Tracy, a municipal public body under the laws of the State of Minnesota, by Stephen Ferrazzano, Mayor, and Michael Votca, City Clerk, by authority of the City Council and on behalf of said municipality.

NOTARIAL STAMP OR SEAL

_____
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

QUARNSTROM & DOERING, P.A.
By: Matthew B. Gross
109 South Fourth Street
Marshall, Minnesota 56258
(507) 537-1441