

Tracy City Council Meeting-Via Phone due to COVID-19 Outbreak

Council Chambers

Monday April 13, 2020

6:30 pm

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Approval of the Agenda
5. Public Hearing
6. Public Comment
7. Consent Calendar
 - A. Approval of March 23, 2020 Minutes
 - B. Approval of Municipal Accounts Payable
 1. Without Breakthru Beverage
 2. Without Sanford Health
8. Mayor and Council Communications
9. Staff Reports
 - A. Chris Larson with I&S-Update on Street Projects
10. New Business
 - A. City Administrator
 1. Request from St Mary's regarding Street width
 2. Resolution 2020-19-Change Order #2
 3. 2021 Budget Process
 4. Deferral Program Update
 5. Mold and asbestos mitigation in city hall and multipurpose center
 - B. City Attorney
 1. Resolution 2020-18-Appoint Councilmember to the Council
 2. Resolution 2020-20-Hospice House Assessments for Infrastructure
11. Adjourn

March 23, 2020

The regular meeting of the Tracy City Council was called to order at 6:30 p.m., Monday, March 23, 2020 via GoToMeeting. The Council members were not on site due to the coronavirus outbreak. The following Council members were available: Pro-Tem Mayor Kou Thao, Tony Peterson, Jeri Schons, Dave Tiegs and City Attorney Matt Gross. Also present in the Council Chambers were Shane Daniels-Public Works Director, Erik Hansen-City Administrator and Diane Campbell-Deputy Clerk.

Pledge of Allegiance was given to the flag.

Hansen gave the Council a slideshow presentation update on what the City is doing in regards to the COVID-19 (Coronavirus) outbreak. To highlight a few – the MPC has been closed along with the VMC gym and the DMV services until the pandemic passes. He explained the CDC process of dealing with employees on vacation etc. and indicated that he will be following those guidelines. A quick reference guide will be put in the paper this week for residents to cut out for their convenience.

Pro-Tem Mayor Thao asked for the approval of the March 9, 2020 minutes. Motion was made by Peterson, seconded by Tiegs to approve the minutes as written. All voted in favor.

Pro-Tem Mayor Thao asked for the approval of the agenda. Motion was made by Tiegs, seconded by Peterson to approve the agenda as written. All voted in favor.

Pro-Tem Mayor Thao asked if the Council members had any conflicts of interest that they would like to identify. None were indicated.

Pro-Tem Mayor Thao opened up the public hearing for a variance request from Jeremy Whipple at 10 & 20 Pine Street. This consists of a 7' rear yard setback as the lot is smaller than the average lot. The public hearing was closed and turned it over to the Council for discussion. Motion was made by Peterson, seconded by Tiegs to approve the variance. All voted in favor.

The Department Head reports were presented, however the Department Heads were not present. Daniels gave an update on the new Liquor Store and when the equipment is expected to arrive. He is hoping to wrap everything up by mid-June in regards to the building being complete. If things start shutting down due to the COVID-19 that may delay things. Campbell questioned if the Council wanted to approve the Library Meeting Room application and policy and it was indicated that they did not need to.

The appointment of the City Mayor to fill Dimmers term was discussed. Pro-Tem Mayor stated that they have only received one application from Tony Peterson. Pro-Tem Thao explained that with all of the pandemic issues he feels that the City needs someone experienced and seasoned in that seat and would not be comfortable pursuing it. He made the recommendation to the Council to appoint Councilmember Peterson as Mayor thru January 11, 2021. Motion was made by Tiegs, seconded by Thao to appoint Peterson as Mayor. Voting in favor: Pro-Tem Mayor, J. Schons and Tiegs. Abstaining: Peterson. Discussion took place in regards to filling

Councilmember Peterson's seat as it will now be vacant. Motion was made by J. Schons, seconded by Tiegs to advertise for 2 weeks. They will then review the applications and determine if they need to interview or not. All voted in favor.

Resolution 2020-15-Order to appoint Charter Member Rosemary Martin to the Charter Commission was presented. Motion was made by J. Schons, seconded by Thao to approve Resolution 2020-15. All voted in favor.

Resolution 2020-16-Authorizing the City Administrator to suspend in person sub-committees and board meetings until the pandemic is over was presented. Motion was made by Thao, seconded by J. Schons to approve Resolution 2020-16. All voted in favor.

Resolution 2020-17-Mayor declaring a Local State of Emergency due to the COVID-19 outbreak was presented. Motion was made by J. Schons, seconded by Tiegs to approve Resolution 2020-17. All voted in favor.

The Consent Calendar consisted of the Municipal Accounts Payable and Receivable. Motion was made by Tiegs, seconded by Thao to approve the Accounts Receivable and Accounts Payable without Breakthru Beverage or Sanford Health. All voted in favor. Motion was made by J. Schons, seconded by Thao to approve the Breakthru Beverage Accounts Payable. Voting in favor: J. Schons, Thao and Mayor Peterson. Abstaining: Tiegs. Motion was made by Tiegs, seconded by Thao to approve Sanford Health Accounts Payable. Voting in favor: Tiegs, Thao and Mayor Peterson. Abstaining: J. Schons.

J. Schons suggested having a call in number for the public. Hansen stated that they are working on that and hope to get that worked out. Dropping comments in the water bill drop box was suggested and indicated that their name and address would need to be indicated.

Gross pointed out that declaring a state of emergency does not indicate that the city is in panic mode – it just allows the Council and Administrator to do things as they arise.

Various means of communicating with the Council were discussed.

Motion was made by Tiegs, seconded by Peterson to adjourn. All voted in favor.

ATTEST:

City Administrator

Mayor

CITY OF TRACY

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MARCH 2020 to APRIL 2020

			Check Amt	Invoice	Comment
10100 MINNWEST CHECKING					
Paid Chk#	077660	3/19/2020			DL AND MV-MN DEPT PUB SAFETY
E	605-495-301	LICENSES & TAXES	\$100.50		DRIVER'S LICENSE #180
	Total	DL AND MV-MN DEPT PUB SAFETY	\$100.50		
Paid Chk#	077661	3/19/2020			DL AND MV-MN DEPT PUB SAFETY
E	605-495-301	LICENSES & TAXES	\$3,873.50		MOTOR VEHICLE #180
	Total	DL AND MV-MN DEPT PUB SAFETY	\$3,873.50		
Paid Chk#	077662	3/19/2020			BOICE,RUSSEL
E	101-441-222	MAINTENANCE & REPAIR-BUILD	\$450.00		Install 5 cameras and projector - Library
	Total	BOICE,RUSSEL	\$450.00		
Paid Chk#	077663	3/20/2020			DL AND MV-MN DEPT PUB SAFETY
E	605-495-301	LICENSES & TAXES	\$294.00		DRIVER'S LICENSE #181
	Total	DL AND MV-MN DEPT PUB SAFETY	\$294.00		
Paid Chk#	077664	3/20/2020			DL AND MV-MN DEPT PUB SAFETY
E	605-495-301	LICENSES & TAXES	\$8,954.99		MOTOR VEHICLE #181
	Total	DL AND MV-MN DEPT PUB SAFETY	\$8,954.99		
Paid Chk#	077665	3/24/2020			CONLAN, BILL
G	602-22600	DEPOSITS	\$46.57		WATER BILL CREDIT
	Total	CONLAN, BILL	\$46.57		
Paid Chk#	077666	3/24/2020			SCHONS, TAM
G	602-22600	DEPOSITS	\$63.82		WATER BILL CREDIT-449 7TH STREET
	Total	SCHONS, TAM	\$63.82		
Paid Chk#	077667	3/24/2020			JOHN MOUA
G	602-22600	DEPOSITS	\$58.53		DEPOSIT Refund
	Total	JOHN MOUA	\$58.53		
Paid Chk#	077668	3/25/2020			ELAN FINANCIAL SERVICES
E	608-498-221	MAINTENANCE & REPAIR-EQUIP	\$89.98		4" PUMP HOSE SPLICE-AMAZON
E	101-431-221	MAINTENANCE & REPAIR-EQUIP	\$27.01		KEROSENE HEATHER CONTROL BOARD-AMAZON
E	607-451-241	TRAVEL CONFERENCES & SCHO	\$125.00		LIFEGUARD RECERTIFICATION-PAGE ANDERSON-MARSHALL YMCA
E	607-451-241	TRAVEL CONFERENCES & SCHO	\$125.00		LIFEGUARD RECERTIFICATION-KALLIE BENSON-MARSHALL YMCA
E	607-451-241	TRAVEL CONFERENCES & SCHO	\$125.00		LIFEGUARD RECERTIFICATION-GABRIEL STRUCHEN-MARSHALL YMCA
E	607-451-241	TRAVEL CONFERENCES & SCHO	\$225.00		INITIAL LIFEGUARD TRAINING-JAYSA DAVID-MARSHALL YMCA
E	101-412-241	TRAVEL CONFERENCES & SCHO	\$31.32		ELECTION JUDGE FOOD-WALMART
E	101-412-241	TRAVEL CONFERENCES & SCHO	\$39.64		ELECTION JUDGE FOOD-CABOOSE
E	101-412-241	TRAVEL CONFERENCES & SCHO	\$21.96		ELECTION JUDGE FOOD-CASEY'S
E	101-424-125	UNIFORM ALLOWANCE	(\$2.58)		FIRE DEPT CREDIT ON SALES TAX-GALLS
E	101-424-125	UNIFORM ALLOWANCE	(\$3.67)		FIRE DEPT CREDIT ON SALES TAX-GALLS
E	101-424-125	UNIFORM ALLOWANCE	\$53.40		FIRE DEPT COLLAR BRASS-GALLS
E	101-424-241	TRAVEL CONFERENCES & SCHO	\$138.51		FIRE DEPT HOTEL FOR T ROLLING FIRE TRAINING-BREEZY POINT RESORT
E	101-424-241	TRAVEL CONFERENCES & SCHO	\$138.51		FIRE DEPT HOTEL FOR D NILIUS FIRE DEPT TRAINING-BREEZY POINT RESORT

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		Check Amt	Invoice	Comment
E 101-424-241	TRAVEL CONFERENCES & SCHO	\$138.51		FIRE DEPT HOTEL FOR W ROLLING FOR FIRE TRAINING-BREEZY POINT RESORT
E 101-424-241	TRAVEL CONFERENCES & SCHO	\$138.51		FIRE DEPT HOTEL FOR C NYQUIST FOR FIRE TRAINING-BREEZY POINT RESORT
E 406-441-331	MISCELLANEOUS	(\$4.61)		CREDIT ON SALES TAX- ORIENTAL TRADING COMPANY
E 101-441-201	OFFICE SUPPLIES	\$86.54		LIBRARY-SUPPLIES-TAPE, THERMAL PAPER-DEMCO
E 406-441-331	MISCELLANEOUS	\$67.17		LIBRARY-SUMMER READING BAGS- ORIENTAL TRADING COMPANY
E 101-441-201	OFFICE SUPPLIES	\$19.95		LIBRARY EXTENSION CORD-AMAZON
E 101-441-435	BOOKS	\$17.96		LIBRARY-MOVIN-AMAZON
E 101-441-201	OFFICE SUPPLIES	\$37.90		LIBRARY HD-CVI/TVI/AHD PASSIVE VIDEO BALUN-AMAZON
E 101-441-435	BOOKS	\$61.59		LIBRARY BOOKS/MOVIES-AMAZON
E 101-421-241	TRAVEL CONFERENCES & SCHO	\$90.15		PD-HOTEL WHILE AT TRAINING-COUNTRY INN AND SUITES
E 101-421-241	TRAVEL CONFERENCES & SCHO	\$455.00		PD HOTEL FOR A HANSEN WHILE AT TRAINING-GRANTWRIING USA
E 101-421-125	UNIFORM ALLOWANCE	\$11.31	015002313	J MARKEGARD UNIFORM ALLOWANCE-GALLS
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$259.99	4805687	AREA WORK LIGHT-RUNNINGS
Total ELAN FINANCIAL SERVICES		\$2,514.05		
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Paid Chk#	077669	3/25/2020	DELTA DENTAL OF MN	
E 101-431-126	HEALTH INSURANCE	\$112.56	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 101-421-126	HEALTH INSURANCE	\$67.00	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 101-441-126	HEALTH INSURANCE	\$33.50	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 101-425-126	HEALTH INSURANCE	\$25.13	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 602-492-126	HEALTH INSURANCE	\$30.15	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 608-498-126	HEALTH INSURANCE	\$27.14	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 607-451-126	HEALTH INSURANCE	\$5.02	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 203-461-126	HEALTH INSURANCE	\$1.00	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
E 605-495-126	HEALTH INSURANCE	\$100.50	MBR00000901	APRIL 2020 EMPLOYEE PEDIACTIC DENTAL INSURANCE
Total DELTA DENTAL OF MN		\$402.00		
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Paid Chk#	077670	3/26/2020	ARCTIC GLACIER	
E 601-491-904	MIX PURCHASES	\$8.63	3448008307	LQ STORE ICE
E 601-491-904	MIX PURCHASES	\$39.15	3450007905	LQ STORE ICE
Total ARCTIC GLACIER		\$47.78		
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Paid Chk#	077671	3/26/2020	BREAKTHRU BEVERAGE MN WINE	
E 601-491-902	LIQUOR PURCHASES	\$629.72	1081115897	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$11.10	1081115897	LQ STORE FREIGHT
Total BREAKTHRU BEVERAGE MN WINE		\$640.82		
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Paid Chk#	077672	3/26/2020	CHARTER COMMUNICATIONS/SPECTRU	
E 101-413-210	OPERATING SUPPLIES	\$0.53		SHARE CABLE BOX FEE
E 806-417-210	OPERATING SUPPLIES	\$0.53		SHARE CABLE BOX FEE

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			Check Amt	Invoice	Comment
E 101-421-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-424-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-425-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-431-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-441-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 607-451-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 203-461-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 101-462-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 201-471-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 601-491-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 602-492-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 608-498-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 605-495-210	OPERATING SUPPLIES		\$0.53		SHARE CABLE BOX FEE
E 604-494-210	OPERATING SUPPLIES		\$0.59		SHARE CABLE BOX FEE
al CHARTER COMMUNICATIONS/SPECTRU			<u>\$8.54</u>		
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Paid Chk#	077673	3/26/2020	COMPUTERS & BEYOND		
E 101-413-321	OTHER CONTRACTUAL SERVICE		\$42.50	3498	SET UP NEW ADMINISTRATOR'S EMAIL
Total COMPUTERS & BEYOND			<u>\$42.50</u>		
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Paid Chk#	077674	3/26/2020	CONSTRUCTION PROD. & CONSULTAN		
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$175.00	623897	NEW LQ STORE CONCRETE COLORANT
Total CONSTRUCTION PROD. & CONSULTAN			<u>\$175.00</u>		
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Paid Chk#	077675	3/26/2020	DEMEC PROPERTIES LLC		
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$225.50	MN22153	REPLACE A SET OF COMMERCIAL PHOTO EYES
Total DEMEC PROPERTIES LLC			<u>\$225.50</u>		
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Paid Chk#	077676	3/26/2020	DESMET WELDORS & MACHINE CO.		
E 608-498-221	MAINTENANCE & REPAIR-EQUIP		\$316.50	0083148	4' PUMP HOSE RACK
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$150.00	0083150	4' PUMP HOSE RACK
Total DESMET WELDORS & MACHINE CO.			<u>\$466.50</u>		
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Paid Chk#	077677	3/26/2020	DOLL DISTRIBUTING, LLC		
E 601-491-903	BEER PURCHASES		\$148.65	285534	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$434.20	289682	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$6,569.91	289683	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$85.15	289684	LQ STORE BEER PURCHASE
Total DOLL DISTRIBUTING, LLC			<u>\$7,237.91</u>		
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Paid Chk#	077678	3/26/2020	EDWARDS, DOUG		
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		FEB 2020 SNOW REMOVAL/LAWN CARE
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		MARCH 2020 SNOW REMOVAL/LAWN CARE
Total EDWARDS, DOUG			<u>\$965.28</u>		
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Paid Chk#	077679	3/26/2020	EDWARDS, JOHN		
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		FEB 2020 SNOW REMOVAL/LAWN CARE
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$482.64		MARCH 2020 SNOW REMOVAL/LAWN CARE
E 411-417-222	MAINTENANCE & REPAIR-BUILD		\$123.50	591309	SNOW REMOVAL FROM BACK OF ORCHARD LANE
E 411-417-222	MAINTENANCE & REPAIR-BUILD		\$116.25	591310	SNOW REMOVAL FROM ROOFS AT ORCHARD LANE
E 411-417-222	MAINTENANCE & REPAIR-BUILD		\$33.00	591311	BLACK SOIL/GRASS SEED
E 411-417-321	OTHER CONTRACTUAL SERVICE		\$666.00	591316	ORCHARD LANE LAWN CARE FERTILIZER
Total EDWARDS, JOHN			<u>\$1,904.03</u>		

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MARCH 2020 to APRIL 2020

			Check Amt	Invoice	Comment
Paid Chk# 077680 3/26/2020 GALE					
E 101-441-435	BOOKS		\$50.38	70135692	LIBRARY BOOKS
Total GALE			\$50.38		
Paid Chk# 077681 3/26/2020 HOPE DAC					
E 201-471-321	OTHER CONTRACTUAL SERVICE		\$88.07		MPC CLEANING SERVICE
Total HOPE DAC			\$88.07		
Paid Chk# 077682 3/26/2020 JOHN DEERE FINANCIAL					
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$335.86	10628721	SNOWBLOWER CUTTING EDGE
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$92.35	10629214	PARK MOWER REPAIR
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$184.70	10630373	CEMETERY MOWER REPAIR
E 203-461-202	MOTOR FUELS & LUBRICANTS		\$20.06	10639552	CEMETERY MOWER FILTERS
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$58.29	10639552	CEMETERY MOWER FILTERS
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$436.31	10643580	534 VMC REPAIR
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$66.49	10646688	3 PT BALLS FOR HITCH OF TRACTOR
Total JOHN DEERE FINANCIAL			\$1,194.06		
Paid Chk# 077683 3/26/2020 JOHNSON BROTHERS LIQUOR CO.					
E 601-491-902	LIQUOR PURCHASES		\$772.00	1529217	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$15.21	1529217	LQ STORE FREIGHT
Total JOHNSON BROTHERS LIQUOR CO.			\$787.21		
Paid Chk# 077684 3/26/2020 LOCATORS & SUPPLIES, INC.					
E 018-499-331	MISCELLANEOUS		\$675.14	0282923-IN	FIRE DEPT PPE
E 602-492-125	UNIFORM ALLOWANCE		\$59.34	0283044-IN	A SCHULTZ UNIFORM ALLOWANCE
E 101-431-125	UNIFORM ALLOWANCE		\$59.34	0283044-IN	S DANIELS UNIFORM ALLOWANCE
E 101-431-125	UNIFORM ALLOWANCE		\$59.34	0283044-IN	S TORNELSON UNIFORM ALLOWANCE
Total LOCATORS & SUPPLIES, INC.			\$853.16		
Paid Chk# 077685 3/26/2020 MARCO DALLAS					
E 101-413-201	OFFICE SUPPLIES		\$50.33	26674545	COPIER LEASE
E 101-424-201	OFFICE SUPPLIES		\$50.33	26674545	COPIER LEASE
E 101-421-201	OFFICE SUPPLIES		\$50.34	26674545	COPIER LEASE
E 601-491-201	OFFICE SUPPLIES		\$50.34	26674545	COPIER LEASE
E 101-441-201	OFFICE SUPPLIES		\$50.34	26674545	COPIER LEASE
Total MARCO DALLAS			\$251.68		
Paid Chk# 077686 3/26/2020 MIDWEST SUPPLY CO.					
E 101-431-222	MAINTENANCE & REPAIR-BUILD		\$26.44	277220	OFFICE CLEANING SUPPLIES
E 101-431-222	MAINTENANCE & REPAIR-BUILD		\$29.97	277235	BREAK ROOM CHAIR REPAIR
E 101-431-222	MAINTENANCE & REPAIR-BUILD		\$4.00	277247	DOOR HANDLE @ SHOP
E 602-492-223	MAINTENANCE & REPAIR-OTHER		\$16.97	277261	LASER LIGHT BATTERIES
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$14.99	277287	AA BATTERIES-SHOP TOOLS/ACCESSORIES
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$3.99	277307	CEMETERY MOWER SPARK PLUGS
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$13.99	277313	PARKS-TRASH BAGS
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$7.49	277321	955 JOHN DEERE CLEANER
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$37.41	277325	STREET PAINTER FILTERS/OIL
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$6.98	277328	PAINTER PARTS/FITTINGS
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$30.60	27733	CURB SPRAYER GUAGE
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$11.25	277331	CURB PAINTER HOSE
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$8.75	277344	325 D TORO WIPER BLADES
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$43.96	277358	EXIT SIGN BATTERIES

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MARCH 2020 to APRIL 2020

		Check Amt	Invoice	Comment
E 101-431-125	UNIFORM ALLOWANCE	\$42.37	277377	D PETERSON UNIFORM ALLOWANCE
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$3.47	277386	SCREWS/TERMINALS-2 WAY RADIO
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	\$4.24	277399	VACTOR HEADLIGHT REPAIR
E 602-492-221	MAINTENANCE & REPAIR-EQUIP	\$4.25	277399	VACTOR HEADLIGHT REPAIR
E 602-492-223	MAINTENANCE & REPAIR-OTHER	\$8.98	277400	WATER MAIN TRAILER SWITCH COVERS
E 602-492-223	MAINTENANCE & REPAIR-OTHER	\$8.27	277402	WATER MAIN TRAILER ORG HOOKS
E 602-492-223	MAINTENANCE & REPAIR-OTHER	\$13.76	277407	WATER MAIN TRAILER ORGANIZATION
E 101-418-222	MAINTENANCE & REPAIR-BUILD	\$7.65	277481	VMC GLOVES
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	\$0.27	277488	4" PUMP BOLTS
E 203-461-223	MAINTENANCE & REPAIR-OTHER	\$45.98	277501	FLAGS
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$22.99	277501	FLAGS
E 101-424-222	MAINTENANCE & REPAIR-BUILD	\$34.99	277501	FIRE DEPT FLAG
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$58.36	277506	4" PUMP HOSE RACK
E 101-431-223	MAINTENANCE & REPAIR-OTHER	\$23.50	277518	WELDING TIPS
E 101-431-221	MAINTENANCE & REPAIR-EQUIP	\$3.87	277539	SWEEPER SIGHT HOSE
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$6.79	277569	4"PUMP PANEL LATCH
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$6.99	277580	4" PUMP WIRE LOOM
E 601-491-222	MAINTENANCE & REPAIR-BUILD	\$61.28	277599	LQ STORE BLADES
Total MIDWEST SUPPLY CO.		\$614.80		
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Paid Chk# 077687	3/26/2020	ONE OFFICE SOLUTION		
E 101-413-201	OFFICE SUPPLIES	\$12.78	1990032-0	ADMIN BINDER
Total ONE OFFICE SOLUTION		\$12.78		
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Paid Chk# 077688	3/26/2020	PACE ANALYTICAL SERVICES, INC.		
E 608-498-321	OTHER CONTRACTUAL SERVICE	\$402.92	2012015987	WASTEWATER SAMPLE
Total PACE ANALYTICAL SERVICES, INC.		\$402.92		
<hr/>				
Paid Chk# 077689	3/26/2020	PAINTED PRAIRIE VINEYARD		
E 601-491-902	LIQUOR PURCHASES	\$120.00	000070	LQ STORE WINE PURCHASE
Total PAINTED PRAIRIE VINEYARD		\$120.00		
<hr/>				
Paid Chk# 077690	3/26/2020	PHILLIPS WINE & SPIRITS		
E 601-491-902	LIQUOR PURCHASES	\$2,499.35	6017033	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$55.77	6017033	LQ STORE FREIGHT
Total PHILLIPS WINE & SPIRITS		\$2,555.12		
<hr/>				
Paid Chk# 077691	3/26/2020	REDWOOD ELECTRIC COOPERATIVE		
E 608-498-271	UTILITIES	\$38.00		SEWER UTILITIES
Total REDWOOD ELECTRIC COOPERATIVE		\$38.00		
<hr/>				
Paid Chk# 077692	3/26/2020	SOUTHERN GLAZERS OF MN		
E 601-491-902	LIQUOR PURCHASES	\$2,728.64	1937108	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER	\$54.11	1937108	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES	(\$48.00)	1937108	LQ STORE CREDIT
Total SOUTHERN GLAZERS OF MN		\$2,734.75		
<hr/>				
Paid Chk# 077693	3/26/2020	SOUTHWEST SANITATION		
E 601-491-271	UTILITIES	\$14.04		LQ STORE CONTAINER RENT
E 101-431-271	UTILITIES	\$14.04		CITY SHOP CONTAINER RENT
E 101-424-271	UTILITIES	\$9.36		FIRE HALL CONTAINER RENT
E 101-441-271	UTILITIES	\$9.36		LIBRARY CONTAINER RENT
E 201-471-271	UTILITIES	\$9.36		MPC CONTAINER RENT

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E 101-418-271	UTILITIES		\$6.00		CITY HALL RECYCLING
E 101-441-271	UTILITIES		\$6.00		LIBRARY RECYCLING
	Total SOUTHWEST SANITATION		\$68.16		
<hr/>					
Paid Chk# 077694	3/26/2020	TRACY ACE HOME CENTER			
E 101-431-222	MAINTENANCE & REPAIR-BUILDI		\$59.99	B33531	DOOR HANDLE
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$3.18	B33566	DRILL BIT
	Total TRACY ACE HOME CENTER		\$63.17		
<hr/>					
Paid Chk# 077695	3/26/2020	TRACY AUTO VALUE			
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$15.99	35116241	CURB PAINTER NOZZLE CLEANER
E 608-498-221	MAINTENANCE & REPAIR-EQUIP		\$4.99	35116278	HIGH/LOW BEAM SWITCH-VAC TRUCK
E 602-492-221	MAINTENANCE & REPAIR-EQUIP		\$5.00	35116278	HIGH/LOW BEAM SWITCH-VAC TRUCK
E 608-498-202	MOTOR FUELS & LUBRICANTS		\$8.11	35116375	4" PUMP BREAK IN OIL
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$5.07	35116463	4" PUMP EXHAUST CLAMPS
	Total TRACY AUTO VALUE		\$39.16		
<hr/>					
Paid Chk# 077696	3/26/2020	VERIZON WIRELESS			
E 101-421-231	COMMUNICATIONS-TELEPHONE		\$35.01		PD-COMMUNICATIONS
E 101-421-231	COMMUNICATIONS-TELEPHONE		\$35.01		PD-COMMUNICATIONS
E 101-425-231	COMMUNICATIONS-TELEPHONE		\$8.38		BLDG INSP-COMMUNICATIONS
E 602-492-231	COMMUNICATIONS-TELEPHONE		\$8.38		WATER-COMMUNICATIONS
E 608-498-231	COMMUNICATIONS-TELEPHONE		\$8.38		SEWER-COMMUNICATIONS
E 101-431-231	COMMUNICATIONS-TELEPHONE		\$8.38		STREET-COMMUNICATIONS
E 203-461-231	COMMUNICATIONS-TELEPHONE		\$22.40		CEMETERY-COMMUNICATIONS
E 602-492-231	COMMUNICATIONS-TELEPHONE		\$22.54		WATER-COMMUNICATIONS
E 101-431-231	COMMUNICATIONS-TELEPHONE		\$33.43		STREET-COMMUNICATIONS
E 101-421-231	COMMUNICATIONS-TELEPHONE		\$59.89		PD-COMMUNICATIONS
	Total VERIZON WIRELESS		\$241.80		
<hr/>					
Paid Chk# 077697	3/27/2020	TRACY POST OFFICE			
E 604-494-201	OFFICE SUPPLIES		(\$268.12)		WATER BILL POSTAGE CREDIT
E 604-494-201	OFFICE SUPPLIES		\$228.23		MARCH WATER BILL POSTAGE
E 604-494-103	TEMPORARY & PART-TIME WAG		\$225.86		APRIL WATER BILL POSTAGE
	Total TRACY POST OFFICE		\$185.97		
<hr/>					
Paid Chk# 077698	3/27/2020	SOUTHWEST SANITATION			
E 604-494-321	OTHER CONTRACTUAL SERVICE		\$9,915.16		MONTHLY REFUSE CONTRACT
	Total SOUTHWEST SANITATION		\$9,915.16		
<hr/>					
Paid Chk# 077699	4/1/2020	AFLAC			
G 101-21712	AFLAC CANCER WITHHOLDING		\$257.26		EMPLOYEE CHECK WITHHOLDING
G 101-21713	AFLAC ACCIDENT WITHHOLDING		\$132.64		EMPLOYEE CHECK WITHHOLDING
G 101-21715	AFLAC STD WITHHOLDING		\$99.52		EMPLOYEE CHECK WITHHOLDING
G 101-21730	AFLAC LIFE WITHHOLDING		\$9.70		EMPLOYEE CHECK WITHHOLDING
	Total AFLAC		\$499.12		
<hr/>					
Paid Chk# 077700	4/1/2020	AFSCME			
G 101-21723	AFSCME UNION WITHHOLDING		\$355.83		EMPLOYEE UNION DUES
	Total AFSCME		\$355.83		
<hr/>					
Paid Chk# 077701	4/1/2020	COLONIAL LIFE & ACCIDENT			
G 101-21732	COLONIAL LIFE ACCIDENT		\$12.86		EMPLOYEE CHECK WITHHOLDINGS
G 101-21733	COLONIAL LIFE CANCER		\$16.30		EMPLOYEE CHECK WITHHOLDINGS

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Total COLONIAL LIFE & ACCIDENT		\$29.16		
Paid Chk# 077702	4/1/2020	GURSTEL LAW FIRM PC		
G 101-21735	LEVY-ALL PAY PERIODS	\$67.56		EMPLOYEE CHECK WITHHOLDING
Total GURSTEL LAW FIRM PC		\$67.56		
Paid Chk# 077703	4/1/2020	LELS		
G 101-21724	LELS UNION WITHHOLDING	\$77.86		POLICE UNION DUES
Total LELS		\$77.86		
Paid Chk# 077704	4/1/2020	MN PEIP		
G 101-25300	FUND BALANCE	\$15.85		EMPLOYEE CHECK WITHHOLDING
Total MN PEIP		\$15.85		
Paid Chk# 077705	4/1/2020	NCPERS		
G 101-21711	NCPERS WITHHOLDING	\$56.00		EMPLOYEE CHECK WITHHOLDING
Total NCPERS		\$56.00		
Paid Chk# 077706	4/1/2020	USABEL LIFE		
G 101-21716	LIFE INS PRETAX WITHHOLDING	\$11.70		LICHTY, APRIL LEIGH
G 101-21716	LIFE INS PRETAX WITHHOLDING	\$2.80		VUE, PETER CHEE MENG
G 101-21716	LIFE INS PRETAX WITHHOLDING	\$2.93		SCHULTZ, ALLEN J
Total USABEL LIFE		\$17.43		
Paid Chk# 077707	4/1/2020	VSP		
G 101-21731	AFLAC VISION WITH HOLDING	\$103.38		EMPLOYEE CHECK WITHHOLDING
Total VSP		\$103.38		
Paid Chk# 077708	4/2/2020	BANYON DATA SYSTEMS, INC.		
E 101-413-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 806-417-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-421-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-424-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-425-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-431-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-441-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 607-451-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 203-461-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 303-417-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 411-417-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 101-462-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 201-471-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 601-491-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 602-492-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 608-498-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 605-495-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 604-494-210	OPERATING SUPPLIES	\$132.50	00160154	UB SUPPORT/PAYROLL SUPPORT/FUND SUPPORT
E 602-492-210	OPERATING SUPPLIES	\$395.00	00160154	UB METER DEVICE SUPPORT
E 602-492-210	OPERATING SUPPLIES	\$195.00	00160154	PSN MODULE SUPPORT
E 602-492-210	OPERATING SUPPLIES	\$195.00	00160154	UB DIRECT PAYMENT SUPPORT
Total BANYON DATA SYSTEMS, INC.		\$3,170.00		
Paid Chk# 077709	4/2/2020	BELLBOY CORP		
E 601-491-902	LIQUOR PURCHASES	\$772.30	0083378200	LQ STORE LIQUOR PURCHASE

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E 601-491-902	LIQUOR PURCHASES		\$63.00	0083423400	LQ STORE LIQUOR PURCHASE
Total BELLBOY CORP			\$835.30		
<hr/>					
Paid Chk# 077710	4/2/2020	BEVERAGE WHOLESALERS, INC.			
E 601-491-903	BEER PURCHASES		\$1,913.70	107888	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$108.00	108194	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES		\$3,225.98	108413	LQ STORE BEER PURCHASE
Total BEVERAGE WHOLESALERS, INC.			\$5,247.68		
<hr/>					
Paid Chk# 077711	4/2/2020	BHE RENEWABLES			
E 101-441-271	UTILITIES		\$186.47		UTILITIES-189 3RD ST
E 101-418-271	UTILITIES		\$315.57		UTILITIES-336 MORGAN ST
E 101-431-271	UTILITIES		\$31.61		UTILITIES-1650 CENTER ST
E 101-424-271	UTILITIES		\$266.42		UTILITIES-231 2ND ST
E 602-492-271	UTILITIES		\$1,821.26		UTILITIES-1156 CRAIG AVE
E 201-471-271	UTILITIES		\$540.03		UTILITIES-200 3RD ST
E 101-424-271	UTILITIES		\$303.72		UTILITIES-360 MORGAN ST
E 602-492-271	UTILITIES		\$63.09		UTILITIES-110 6TH ST
E 608-498-271	UTILITIES		\$94.70		UTILITIES-517 UNION ST
E 101-431-271	UTILITIES		\$94.70		UTILITIES-124 ROWLAND ST
E 101-418-271	UTILITIES		\$13.34		UTILITIES-336 SOUTH ST
E 101-462-271	UTILITIES		\$159.78		UTILITIES-1640 CENTER ST
E 602-492-271	UTILITIES		\$663.99		UTILITIES-1500 330TH AVE
E 602-492-271	UTILITIES		\$844.20		UTILITIES-321 ELM ST
E 101-432-271	UTILITIES		\$173.59		UTILITIES-421 SOUTH ST
E 101-432-271	UTILITIES		\$189.26		UTILITIES-299 SOUTH ST
Total BHE RENEWABLES			\$5,761.73		
<hr/>					
Paid Chk# 077712	4/2/2020	BOLLIG INC			
E 410-462-321	OTHER CONTRACTUAL SERVICE		\$2,936.50	5023	AIRPORT MASTER PLAN
Total BOLLIG INC			\$2,936.50		
<hr/>					
Paid Chk# 077713	4/2/2020	BREAKTHRU BEVERAGE MN WINE			
E 601-491-902	LIQUOR PURCHASES		\$428.62	1081117989	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$5.55	1081117989	LQ STORE FREIGHT
Total BREAKTHRU BEVERAGE MN WINE			\$434.17		
<hr/>					
Paid Chk# 077714	4/2/2020	CENTURYLINK			
E 101-462-231	COMMUNICATIONS-TELEPHONE		\$33.76	MAR192020	AIRPORT COMMUNICATIONS
Total CENTURYLINK			\$33.76		
<hr/>					
Paid Chk# 077715	4/2/2020	COMPUTERS & BEYOND			
E 101-413-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 806-417-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 303-417-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 411-417-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 101-421-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 101-424-210	OPERATING SUPPLIES		\$5.56	3659	OFF-SITE BACKUP
E 101-425-210	OPERATING SUPPLIES		\$5.55	3659	OFF-SITE BACKUP
E 101-431-210	OPERATING SUPPLIES		\$5.55	3659	OFF-SITE BACKUP
E 101-441-210	OPERATING SUPPLIES		\$5.55	3659	OFF-SITE BACKUP
E 607-451-210	OPERATING SUPPLIES		\$5.55	3659	OFF-SITE BACKUP
E 203-461-210	OPERATING SUPPLIES		\$5.55	3659	OFF-SITE BACKUP

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E 101-462-210	OPERATING SUPPLIES	\$5.55	3659	OFF-SITE BACKUP
E 201-471-210	OPERATING SUPPLIES	\$5.55	3659	OFF-SITE BACKUP
E 601-491-210	OPERATING SUPPLIES	\$5.55	3659	OFF-SITE BACKUP
E 602-492-210	OPERATING SUPPLIES	\$5.55	3659	OFF-SITE BACKUP
E 608-498-210	OPERATING SUPPLIES	\$5.56	3659	OFF-SITE BACKUP
E 605-495-210	OPERATING SUPPLIES	\$5.56	3659	OFF-SITE BACKUP
E 604-494-210	OPERATING SUPPLIES	\$5.56	3659	OFF-SITE BACKUP
E 101-413-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 806-417-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 303-417-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 411-417-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-421-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-424-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-425-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-431-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-441-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 607-451-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 203-461-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 101-462-210	OPERATING SUPPLIES	\$5.33	3659	MICROSOFT OFFICE 365 EXCHANGE
E 201-471-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
E 601-491-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
E 602-492-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
E 608-498-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
E 605-495-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
E 604-494-210	OPERATING SUPPLIES	\$5.34	3659	MICROSOFT OFFICE 365 EXCHANGE
Total COMPUTERS & BEYOND		\$195.99		
<hr/>				
Paid Chk# 077716	4/2/2020	DESMET WELDORS & MACHINE CO.		
E 608-498-221	MAINTENANCE & REPAIR-EQUIP	\$323.75	0083161	STEEL-4" PUMP HOSE RACKS
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$84.00	0083162	MESH-4" PUMP HOSE RACK
E 608-498-223	MAINTENANCE & REPAIR-OTHER	\$10.00	0083170	STEEL-4" PUMP HOSE RACK
Total DESMET WELDORS & MACHINE CO.		\$417.75		
<hr/>				
Paid Chk# 077717	4/2/2020	DESMITH,MARK		
E 101-431-125	UNIFORM ALLOWANCE	\$20.15		UNIFORM ALLOWANCE REIMBURSEMENT
Total DESMITH,MARK		\$20.15		
<hr/>				
Paid Chk# 077718	4/2/2020	DOLL DISTRIBUTING, LLC		
E 601-491-903	BEER PURCHASES	\$2,184.51	293110	LQ STORE BEER PURCHASE
E 601-491-904	MIX PURCHASES	\$72.00	293112	LQ STORE MIX SUPPLIES
E 601-491-903	BEER PURCHASES	\$144.00	293732	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	\$2,321.53	295982	LQ STORE BEER PURCHASE
E 601-491-903	BEER PURCHASES	\$19.00	295984	LQ STORE BEER PURCHASE
Total DOLL DISTRIBUTING, LLC		\$4,741.04		
<hr/>				
Paid Chk# 077719	4/2/2020	DOLLAR GENERAL		
E 601-491-904	MIX PURCHASES	(\$14.40)		LQ STORE POP CREDIT
E 601-491-904	MIX PURCHASES	\$3.87	1000952232	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$24.00	1000952724	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$12.00	1000954215	LQ STORE POP
E 101-413-201	OFFICE SUPPLIES	\$9.50	1000954778	ADMIN OFFICE LYSOL WIPES
E 601-491-904	MIX PURCHASES	\$20.25	1000955097	LQ STORE POP
E 601-491-904	MIX PURCHASES	\$20.25	1000955098	LQ STORE POP

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E 101-413-201	OFFICE SUPPLIES		\$12.70	1000955822	ADMIN OFFICE LYSOL WIPES/COFFEE
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$18.00	1000957735	VMC SUPPLIES
E 601-491-904	MIX PURCHASES		\$2.50	1000957740	LQ STORE POP
E 601-491-904	MIX PURCHASES		\$11.00	1000961013	LQ STORE POP
Total DOLLAR GENERAL			\$119.67		
<hr/>					
Paid Chk#	077720	4/2/2020	EXTREME PANEL TECHNOLOGIES INC		
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$9,862.00	20-188	NEW LQ STORE COOLER PANELS
Total EXTREME PANEL TECHNOLOGIES INC			\$9,862.00		
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Paid Chk#	077721	4/2/2020	GOPHER STATE ONE CALL		
E 602-492-321	OTHER CONTRACTUAL SERVICE		\$186.50	0030781	GOPHER CALL
E 608-498-321	OTHER CONTRACTUAL SERVICE		\$186.50	0030781	GOPHER CALL
Total GOPHER STATE ONE CALL			\$373.00		
<hr/>					
Paid Chk#	077722	4/2/2020	HENRYS FOODS, INC		
E 601-491-906	CIGARETTES		\$1,006.06	5873418	LQ STORE CIGARETTES
E 601-491-907	LIQUOR-STORE SUPPLIES		\$35.27	5873418	LQ STORE SUPPLIES
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$5.96	5873418	LQ STORE FREIGHT
Total HENRYS FOODS, INC			\$1,047.29		
<hr/>					
Paid Chk#	077723	4/2/2020	HOPE DAC		
E 101-413-321	OTHER CONTRACTUAL SERVICE		\$6.80		ADMIN OFFICE 20# PAPER SHREDDING
Total HOPE DAC			\$6.80		
<hr/>					
Paid Chk#	077724	4/2/2020	JOHNSON BROTHERS LIQUOR CO.		
E 601-491-902	LIQUOR PURCHASES		\$1,181.39	1533136	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$21.97	1533136	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES		(\$72.00)	596892	LQ STORE LIQUOR CREDIT
E 601-491-901	FREIGHT ON LIQUOR & BEER		(\$2.11)	596892	LQ STORE FREIGHT CREDIT
E 601-491-902	LIQUOR PURCHASES		(\$91.25)	596917	LQ STORE LIQUOR CREDIT
E 601-491-901	FREIGHT ON LIQUOR & BEER		(\$1.69)	596917	LQ STORE FREIGHT CREDIT
Total JOHNSON BROTHERS LIQUOR CO.			\$1,036.31		
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Paid Chk#	077725	4/2/2020	JT SERVICES		
E 101-432-223	MAINTENANCE & REPAIR-OTHER		\$4,440.00	JT20-085-01	DOWNTOWN STREET LIGHT REPLACEMENTS
E 101-432-223	MAINTENANCE & REPAIR-OTHER		\$1,990.00	JT20-090-09	DOWNTOWN STREET LIGHT GLOBES
Total JT SERVICES			\$6,430.00		
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Paid Chk#	077726	4/2/2020	MAC QUEEN EQUIPMENT		
E 602-492-221	MAINTENANCE & REPAIR-EQUIP		\$508.13	P26396	VAC TRUCK PARTS
E 608-498-221	MAINTENANCE & REPAIR-EQUIP		\$508.13	P26396	VAC TRUCK PARTS
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$803.08	P26396	SWEEPER PARTS
Total MAC QUEEN EQUIPMENT			\$1,819.34		
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Paid Chk#	077727	4/2/2020	MIDWEST SUPPLY CO.		
E 101-441-222	MAINTENANCE & REPAIR-BUILD		\$35.98	277561	LIBRARY PAINT
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$57.39	277595	NEW LQ STORE TORX SCREWS
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$11.80	277600	AIR FITTING
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$8.49	277603	4"PUMP HOSE RACK
E 608-498-221	MAINTENANCE & REPAIR-EQUIP		\$138.61	277604	4"PUMP HOSE RACK PUMP #2
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$16.99	277637	NEW LQ STORE SAWZALL BLADES
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$5.59	277653	4"PUMP BOLTS
E 018-499-331	MISCELLANEOUS		\$5.29	277657	PLEXIGLAS BOLTS-LQ STORE

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			Check Amt	Invoice	Comment
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$59.99	277673	WASTEWATER DEPT-WADERS
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$47.08	277678	WASTERWATER DEPT-TEMP OUTFALL PLUG
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$52.98	277728	GREASE GUN HOSE/COUPLER
E 101-431-223	MAINTENANCE & REPAIR-OTHER		(\$52.98)	277730	GREASE GUN HOSE/COUPLER
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$1.83	277735	4" PUMP BRACKET
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$1.19	277736	4" PUMP BRACKET
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$2.49	277754	UTILITY DEPT DISINFECTANT
E 101-418-222	MAINTENANCE & REPAIR-BUILD		\$42.44	277778	VMC CLEANING SUPPLIES
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$5.40	277801	TEST LIGHT
Total MIDWEST SUPPLY CO.			\$440.56		
<hr/>					
Paid Chk#	077728	4/2/2020	MN ENERGY RESOURCES CORP		
E 411-417-271	UTILITIES		\$21.00		UTILITIES-420 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-430 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-440 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-421 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-431 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-441 ORCHARD LN
E 411-417-271	UTILITIES		\$21.00		UTILITIES-411 ORCHARD LN
E 201-471-271	UTILITIES		\$356.90		MPC UTILITIES
E 101-418-271	UTILITIES		\$982.88		VMC UTILITIES
E 101-418-271	UTILITIES		\$936.61		372 MORGAN ST UTILITIES
E 601-491-271	UTILITIES		\$293.86		LQ STORE UTILITIES
E 607-451-271	UTILITIES		\$110.22		321 ELM STREET UTILITIES
E 101-431-271	UTILITIES		\$204.07		HWY 14 UTILITIES
E 602-492-271	UTILITIES		\$500.95		1056 HWY 14 UTILITIES
Total MN ENERGY RESOURCES CORP			\$3,532.49		
<hr/>					
Paid Chk#	077729	4/2/2020	PHILLIPS WINE & SPIRITS		
E 601-491-902	LIQUOR PURCHASES		\$502.45	6019325	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$11.97	6019325	LQ STORE FREIGHT
Total PHILLIPS WINE & SPIRITS			\$514.42		
<hr/>					
Paid Chk#	077730	4/2/2020	QUARNSTROM & DOERING, P.A		
E 806-417-321	OTHER CONTRACTUAL SERVICE		\$958.50		FEB 2020 EDA LEGAL SERVICES
E 806-417-321	OTHER CONTRACTUAL SERVICE		\$232.50		MARCH 2020 EDA LEGAL SERVICES
E 101-416-321	OTHER CONTRACTUAL SERVICE		\$357.00		FEB 2020 LEGAL SERVICES
E 101-416-321	OTHER CONTRACTUAL SERVICE		\$3,762.25		MARCH 2020 LEGAL SERVICES
Total QUARNSTROM & DOERING, P.A			\$5,310.25		
<hr/>					
Paid Chk#	077731	4/2/2020	SIoux VALLEY ENVIRONMENTAL		
E 602-492-224	MAINTENANCE-CHEMICALS		\$360.00	10804	WATER PLANT CHEMICALS
E 602-492-224	MAINTENANCE-CHEMICALS		\$125.00	10805	WATER PLANT CHEMICALS
Total SIOUX VALLEY ENVIRONMENTAL			\$485.00		
<hr/>					
Paid Chk#	077732	4/2/2020	SOUTHERN GLAZERS OF MN		
E 601-491-902	LIQUOR PURCHASES		\$578.54	1926692	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$16.96	1926692	LQ STORE FREIGHT
E 601-491-902	LIQUOR PURCHASES		\$2,082.37	1939200	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$38.85	1939200	LQ STORE FREIGHT
Total SOUTHERN GLAZERS OF MN			\$2,716.72		
<hr/>					
Paid Chk#	077733	4/2/2020	TRACY ACE HOME CENTER		

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			Check Amt	Invoice	Comment
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$1,202.98	B3096	NEW LQ STORE WINDOWS/ACCESSORIES
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$19.99	B33694	NEW LQ STORE STONE PROJECT/CONCRETE BLOCK PATCH
E 018-499-331	MISCELLANEOUS		\$193.59	B33698	COVID-19 PLEXIGLAS BARRIER
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$88.31	B33725	NEW LQ STORE HOUSEWRAP/SEAM TAPE
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$56.92	B33750	NEW LQ STORE SEAM TAPE/SAW BLADE
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$1,832.60	B33752	NEW LQ STORE UNDERSLAB FOAM
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$1,180.00	B33763	NEW LQ STORE RECEIVING DOOR
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$58.63	B33787	UNDER SLAB FOAM THERMO BREAK
E 601-491-222	MAINTENANCE & REPAIR-BUILD		\$2,232.40	B3962	NEW LQ STORE FAÇADE STEEL
Total TRACY ACE HOME CENTER			\$6,865.42		
<hr/>					
Paid Chk#	077734	4/2/2020	TRACY AUTO VALUE		
E 608-498-223	MAINTENANCE & REPAIR-OTHER		\$19.98	35116495	SEWER HOSE RACK-TERM GM WEATHER
E 608-498-221	MAINTENANCE & REPAIR-EQUIP		\$8.49	35116514	4" PUMP EXHAUST
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$52.47	35116616	CEMETERY TRUCK IGNITION REPAIR
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$58.98	35116697	CEMETERY TRUCK IGNITION REPAIRS
E 203-461-221	MAINTENANCE & REPAIR-EQUIP		\$10.99	35116735	DODGE EXHAUST HANGER
Total TRACY AUTO VALUE			\$150.91		
<hr/>					
Paid Chk#	077735	4/2/2020	TRACY FOOD PRIDE		
E 201-471-905	RESALE PURCHASES		\$14.95	309-5529	MPC FOOD FOR RESALE
E 201-471-905	RESALE PURCHASES		\$12.35	47-5529	MPC FOOD FOR RESALE
Total TRACY FOOD PRIDE			\$27.30		
<hr/>					
Paid Chk#	077736	4/2/2020	UTILITY CONSULTANTS, INC		
E 608-498-321	OTHER CONTRACTUAL SERVICE		\$455.62	104859	WASTEWATER SAMPLES
Total UTILITY CONSULTANTS, INC			\$455.62		
<hr/>					
Paid Chk#	077737	4/2/2020	WINE MERCHANTS		
E 601-491-902	LIQUOR PURCHASES		\$72.00	7279584	LQ STORE LIQUOR PURCHASE
E 601-491-901	FREIGHT ON LIQUOR & BEER		\$1.69	7279584	LQ STORE FREIGHT
Total WINE MERCHANTS			\$73.69		
<hr/>					
Paid Chk#	077738	4/2/2020	XCEL ENERGY		
E 101-431-271	UTILITIES		\$20.02		306 E CRAIG AVE UTILITIES
E 101-431-271	UTILITIES		\$11.32		355 E CRAIG AVE UTILITIES
Total XCEL ENERGY			\$31.34		
<hr/>					
Paid Chk#	077739	4/9/2020	MINNESOTA POST BOARD		
E 101-421-301	LICENSES & TAXES		\$90.00		A HANSEN PEACE OFFICER LICENSE RENEWAL
Total MINNESOTA POST BOARD			\$90.00		
<hr/>					
Paid Chk#	077740	4/9/2020	MINNESOTA POST BOARD		
E 101-421-301	LICENSES & TAXES		\$90.00		J LICHTY PEACE OFFICER LICENSE RENEWAL
Total MINNESOTA POST BOARD			\$90.00		
<hr/>					
Paid Chk#	077741	4/9/2020	JOSEPH BEIERMAN CONSTRUCTION		
E 411-417-222	MAINTENANCE & REPAIR-BUILD		\$257.53	552539	ORCHARD LANE-REPLACE SUMP PUMP
Total JOSEPH BEIERMAN CONSTRUCTION			\$257.53		
<hr/>					
Paid Chk#	077742	4/9/2020	A&B BUSINESS SOLUTIONS		
E 101-413-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE
E 806-417-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE

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E 303-417-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE
E 411-417-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE
E 101-421-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE
E 101-424-210	OPERATING SUPPLIES		\$5.92	IN716320	COPIER LEASE
E 101-425-210	OPERATING SUPPLIES		\$5.95	IN716320	COPIER LEASE
E 101-431-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 101-441-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 607-451-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 203-461-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 101-462-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 201-471-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 601-491-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 602-492-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 608-498-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 605-495-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
E 604-494-210	OPERATING SUPPLIES		\$5.91	IN716320	COPIER LEASE
Total A&B BUSINESS SOLUTIONS			\$106.48		
<hr/>					
Paid Chk# 077743	4/9/2020	ABDO, EICK & MEYERS LLP			
E 101-424-321	OTHER CONTRACTUAL SERVICE		\$2,100.00	427819	FIRE RELIEF-ATTESTATION STATE REPORTING FORMS
Total ABDO, EICK & MEYERS LLP			\$2,100.00		
<hr/>					
Paid Chk# 077744	4/9/2020	AMERIPRIDE LINEN & APPAREL INC			
E 601-491-321	OTHER CONTRACTUAL SERVICE		\$55.16	2801149443	LQ STORE MATS- DISINFECT PORTION PACK
Total AMERIPRIDE LINEN & APPAREL INC			\$55.16		
<hr/>					
Paid Chk# 077745	4/9/2020	ARCTIC GLACIER			
E 601-491-904	MIX PURCHASES		\$54.41	3449009910	LQ STORE ICE
Total ARCTIC GLACIER			\$54.41		
<hr/>					
Paid Chk# 077746	4/9/2020	CENTURYLINK			
E 602-492-231	COMMUNICATIONS-TELEPHONE		\$64.00		UTILITY COMMUNICATIONS
Total CENTURYLINK			\$64.00		
<hr/>					
Paid Chk# 077747	4/9/2020	CHS INC.			
E 101-431-202	MOTOR FUELS & LUBRICANTS		\$1,010.39		STREET FUEL
E 101-421-202	MOTOR FUELS & LUBRICANTS		\$498.14		PD FUEL
E 602-492-202	MOTOR FUELS & LUBRICANTS		\$204.02		UTILITY FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS		\$316.09		FD FUEL
E 203-461-202	MOTOR FUELS & LUBRICANTS		\$27.42		CEMETERY FUEL
E 608-498-202	MOTOR FUELS & LUBRICANTS		\$385.31		SEWER FUEL
E 101-424-202	MOTOR FUELS & LUBRICANTS		(\$0.01)		FUEL OFFSET
E 101-413-241	TRAVEL CONFERENCES & SCHO		\$12.58		ADMIN FUEL
Total CHS INC.			\$2,453.94		
<hr/>					
Paid Chk# 077748	4/9/2020	COMPUTERS & BEYOND			
E 101-431-321	OTHER CONTRACTUAL SERVICE		\$21.25	3738	RAN A REPAIR OF OFFICE
E 101-421-201	OFFICE SUPPLIES		\$21.25	3751	PD-RESET PD PASSWORD
Total COMPUTERS & BEYOND			\$42.50		
<hr/>					
Paid Chk# 077749	4/9/2020	CONSTRUCTION PROD. & CONSULTAN			
E 601-491-222	MAINTENANCE & REPAIR-BUILDI		\$140.00	624357	NEW LQ STORE CONCRETE COLORANT

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Total CONSTRUCTION PROD. & CONSULTAN			\$140.00		
Paid Chk#	077750	4/9/2020	CULLIGAN WATER CONDITIONING		
E	101-418-271	UTILITIES	\$22.00		PD-WATER COOLER RENT/WATER
E	602-492-271	UTILITIES	\$22.00		WATER DEPT-WATER COOLER RENT/WATER
E	201-471-271	UTILITIES	\$36.01		MPC-SALT-AQUA CLEER RENTAL
E	101-418-271	UTILITIES	\$6.00		VMC WATER
E	601-491-271	UTILITIES	\$16.00		LQ STORE WATER COOLER RENT/WATER
Total CULLIGAN WATER CONDITIONING			\$102.01		
Paid Chk#	077751	4/9/2020	DESMET WELDORS & MACHINE CO.		
E	101-431-223	MAINTENANCE & REPAIR-OTHER	\$41.92	0083218	TORCH GAS
Total DESMET WELDORS & MACHINE CO.			\$41.92		
Paid Chk#	077752	4/9/2020	LYON COUNTY RECORDER		
E	608-498-321	OTHER CONTRACTUAL SERVICE	\$6.00		PARK DOCUMENTS FOR WIF
Total LYON COUNTY RECORDER			\$6.00		
Paid Chk#	077753	4/9/2020	MIDWEST SUPPLY CO.		
E	602-492-223	MAINTENANCE & REPAIR-OTHER	\$3.49	277946	UTILITY DEPT-BATTERY FOR LINE TRACER
E	601-491-222	MAINTENANCE & REPAIR-BUILD	\$5.98	278003	FOAM CUTTER
E	101-431-223	MAINTENANCE & REPAIR-OTHER	\$5.99	278047	SANDING DISC
Total MIDWEST SUPPLY CO.			\$15.46		
Paid Chk#	077754	4/9/2020	MN DEPT OF LABOR & INDUSTRY		
E	101-425-301	LICENSES & TAXES	\$29.12		2020 QUARTER 1 BUILDING PERMIT SURCHARGE
Total MN DEPT OF LABOR & INDUSTRY			\$29.12		
Paid Chk#	077755	4/9/2020	MN ENERGY RESOURCES CORP		
E	101-424-271	UTILITIES	\$205.28		FIRE DEPT UTILITIES
E	101-424-271	UTILITIES	\$220.30		FIRE DEPT UTILITIES
Total MN ENERGY RESOURCES CORP			\$425.58		
Paid Chk#	077756	4/9/2020	PAUSTIS WINE COMPANY		
E	601-491-902	LIQUOR PURCHASES	\$416.00	85657	LQ STORE LIQUOR PURCHASE
E	601-491-901	FREIGHT ON LIQUOR & BEER	\$7.00	85657	LQ STORE FREIGHT
Total PAUSTIS WINE COMPANY			\$423.00		
Paid Chk#	077757	4/9/2020	SIOUX VALLEY ENVIRONMENTAL		
E	607-451-221	MAINTENANCE & REPAIR-EQUIP	\$489.66	10807	SLASH POOL FILTER
E	602-492-221	MAINTENANCE & REPAIR-EQUIP	\$2,422.94	10807	WATER PLANT FILTER ANTHRACITE
Total SIOUX VALLEY ENVIRONMENTAL			\$2,912.60		
Paid Chk#	077758	4/9/2020	SOUTHERN GLAZERS OF MN		
E	601-491-902	LIQUOR PURCHASES	(\$389.00)	0056031	LQ STORE CREDIT
E	601-491-902	LIQUOR PURCHASES	\$525.45	1940986	LQ STORE LIQUOR
E	601-491-901	FREIGHT ON LIQUOR & BEER	\$5.55	1940986	LQ STORE FREIGHT
Total SOUTHERN GLAZERS OF MN			\$142.00		
Paid Chk#	077759	4/9/2020	SOUTHWEST SANITATION		
E	601-491-271	UTILITIES	\$14.04		LQ STORE-CONTAINER RENTAL
E	101-431-271	UTILITIES	\$14.04		SHOP-CONTAINER RENTAL
E	101-424-271	UTILITIES	\$9.36		FD-CONTAINER RENTAL
E	101-441-271	UTILITIES	\$9.36		LIBRARY-CONTAINER RENTAL

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E 201-471-271	UTILITIES		\$9.36		MPC-CONTAINER RENTAL
E 101-418-271	UTILITIES		\$6.00		CITY HALL-CONTAINER RENTAL
E 101-441-271	UTILITIES		\$6.00		LIBR RECYCL-CONTAINER RENTAL
E 101-431-271	UTILITIES		\$0.00		SWIFT LK-CONTAINER RENTAL
E 101-431-271	UTILITIES		\$0.00		SOFTBALL FIELD-CONTAINER RENTA
E 607-451-271	UTILITIES		\$0.00		AQ CTR-CONTAINER RENTAL
Total SOUTHWEST SANITATION			<u>\$68.16</u>		
<hr/>					
Paid Chk#	077760	4/9/2020	STAN HOUSTON EQUIPMENT CO INC		
E 101-424-221	MAINTENANCE & REPAIR-EQUIP		\$279.00	01 856195	FIRE DEPT BATTERY PACK
Total STAN HOUSTON EQUIPMENT CO INC			<u>\$279.00</u>		
<hr/>					
Paid Chk#	077761	4/9/2020	STREICHER S		
E 101-421-223	MAINTENANCE & REPAIR-OTHER		\$116.99	11422548	PD- REPLACED 2019 SQUAD LIGHT
Total STREICHER S			<u>\$116.99</u>		
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Paid Chk#	077762	4/9/2020	TRACY ACE HOME CENTER		
E 411-417-222	MAINTENANCE & REPAIR-BUILDI		\$233.80	B33368	EDA SUPPLIES
E 601-491-222	MAINTENANCE & REPAIR-BUILDI		\$66.29	D3120	NEW LQ STORE SUPPIES
Total TRACY ACE HOME CENTER			<u>\$300.09</u>		
<hr/>					
Paid Chk#	077763	4/9/2020	TRACY AUTO VALUE		
E 101-431-221	MAINTENANCE & REPAIR-EQUIP		\$365.00	35116520	STREET SWEEPER A/C PUMP
E 101-431-223	MAINTENANCE & REPAIR-OTHER		\$45.24	35116870	BODY FILLER
Total TRACY AUTO VALUE			<u>\$410.24</u>		
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Paid Chk#	077764	4/9/2020	TRACY FOOD PRIDE		
E 601-491-222	MAINTENANCE & REPAIR-BUILDI		\$19.49	5529-43	LQ STORE SUPPLIES
Total TRACY FOOD PRIDE			<u>\$19.49</u>		
<hr/>					
Paid Chk#	077765	4/9/2020	XCEL ENERGY		
E 101-431-271	UTILITIES		\$9.10		365 E CRAIG UTILITIES
E 101-424-271	UTILITIES		\$158.08		FIRE DEPT UTILITIES
Total XCEL ENERGY			<u>\$167.18</u>		
10100 MINNWEST CHECKING			<u>\$125,915.42</u>		

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Fund Summary

10100 MINNWEST CHECKING

018 FLOOD	\$874.02		
101 GENERAL	\$28,120.81		
201 MULTI PURPOSE CENTER OP	\$1,216.86		
203 CEMETERY OPRNG FUND	\$636.10		
303 O BRIEN COURT	\$149.31		
406 LIBRARY TRUST FUND	\$62.56		
410 AIRPORT IMPROVEMENT FUND	\$2,936.50		
411 ORCHARD LANE & 2016A HOUSING	\$3,656.95		
601 LIQUOR STORE OPRNG	\$49,138.61		
602 UTILITY-WATER	\$9,070.96		
604 REFUSE COLLECTION	\$10,251.03		
605 LICENSING	\$13,473.33		
607 AQ CENTER OPERATIONS	\$1,354.72		
608 UTILITY-SEWER	\$3,632.82		
806 ECONOMIC DEV RESERVE	\$1,340.84		
	<hr/>		
	\$125,915.42		

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Pay Group	Pay Period	Check #	Employee #	Employee Name	Check Date	Check Amount	Check Gross
01	7	516507	000000073	FOX, LAURINNE KAY	04/03/20	\$325.67	\$352.64
01	7	516509	000000050	HEMISH, JANELL LEA	04/03/20	\$907.96	\$1,287.91
01	7	516511	000000053	SEABERG, KARLA J	04/03/20	\$173.20	\$187.55
01	7	516492	000000068	TORKELSON, SHAWN LEE	04/03/20	\$1,732.46	\$2,335.98
01	7	516495	000000042	HANSEN, ADAM L.	04/03/20	\$1,684.16	\$2,898.16
01	7	516496	000000044	LICHTY, JASON	04/03/20	\$1,882.96	\$2,843.20
01	7	516500	000000114	ANDREWS, LAURA GRACE	04/03/20	\$151.60	\$167.75
01	7	516498	000000048	VUE, PETER CHEE MENG	04/03/20	\$1,202.67	\$1,686.36
01	7	516497	000000045	MARKEGARD, JORDAN LEE	04/03/20	\$1,066.44	\$1,549.61
01	7	516493	000000070	DANIELS, SHANE CHARLES	04/03/20	\$2,166.26	\$3,296.80
01	7	516491	000000067	DESMITH, MARK AUGUST	04/03/20	\$749.89	\$1,218.40
01	7	516489	000000060	CARON, CLAY MERLYN	04/03/20	\$1,602.21	\$2,265.43
01	7	516504	000000131	DANIELS, KRISTINA LYNN	04/03/20	\$411.73	\$544.50
01	7	516503	000000130	EKNESS, CHERYL E	04/03/20	\$88.33	\$132.00
02	2	516513	000000021	TIEGS, DAVID E	04/03/20	\$519.67	\$671.00
01	7	516485	000000008	CAMPBELL, DIANE MARIE	04/03/20	\$1,410.87	\$1,963.31
01	7	516494	000000056	SCHULTZ, ALLEN J	04/03/20	\$1,217.39	\$1,996.00
01	7	516484	000000007	LICHTY, APRIL LEIGH	04/03/20	\$1,540.22	\$2,268.90
01	7	516490	000000062	PETERSON, DAVID P.	04/03/20	\$1,286.98	\$1,857.32
01	7	516506	000000072	QUIST, VALERIE D	04/03/20	\$1,056.01	\$1,530.24
01	7	516508	000000077	RAYMOND, DIANNE L.	04/03/20	\$315.37	\$446.04
01	7	516505	000000010	CARPENTER, JEFFREY PAUL	04/03/20	\$1,592.76	\$2,316.00
01	7	516499	000000031	SIK, LYDELL E	04/03/20	\$1,148.13	\$1,602.40
01	7	516482	000000002	ZWACH, PEGGY JO	04/03/20	\$1,509.99	\$2,248.00
01	7	516486	000000009	VANDENDRIESSCHE, CHRIST	04/03/20	\$1,122.96	\$1,858.24
01	7	516510	000000052	THOMAS, LINDA DIANE	04/03/20	\$230.97	\$269.04
01	7	516487	000000041	HANSEN, ADAM	04/03/20	\$67.12	\$78.18
01	7	516502	000000121	ARVIZU, JANET OTTO	04/03/20	\$43.19	\$85.25
01	7	516501	000000120	STIMPERT SCHONS, TAMMAR	04/03/20	\$1,240.72	\$1,783.20
02	2	516514	000000022	PETERSON, ANTHONY R	04/03/20	\$619.67	\$671.00
01	7	516488	000000058	MEYER, BARTON JOSEPH	04/03/20	\$1,083.62	\$1,559.20
02	2	516522	000000202	MOREY, JEFFREY G.	04/03/20	\$254.89	\$276.00
02	2	516518	000000044	LICHTY, JASON	04/03/20	\$498.06	\$538.00
02	2	516517	000000042	HANSEN, ADAM L.	04/03/20	\$362.08	\$390.00
02	2	516521	000000201	DANIELSON, RILEY JAMES	04/03/20	\$44.32	\$48.00
02	2	516520	000000070	DANIELS, SHANE CHARLES	04/03/20	\$463.60	\$502.00
02	2	516530	000000216	XIONG, JOHN LEE	04/03/20	\$232.73	\$252.00
02	2	516538	000000227	VOGL, DAVID L.	04/03/20	\$459.90	\$498.00
02	2	516536	000000225	VANMOER, MATTHEW W.	04/03/20	\$254.89	\$276.00
02	2	516529	000000215	VANDROMME, DYLAN JOSEPH	04/03/20	\$382.33	\$414.00
02	2	516528	000000214	STELTER, BRADLEY SEATON	04/03/20	\$160.69	\$174.00
02	2	516525	000000210	ROLLING, WILLIAM ALLAN	04/03/20	\$260.43	\$282.00
02	2	516540	000000231	ROLLING, ANTHONY W.	04/03/20	\$941.04	\$1,019.00
02	2	516535	000000224	PEDERSEN, DAREN WILLAM	04/03/20	\$448.82	\$486.00
02	2	516534	000000223	PALLANSCH, JOSEPH B.	04/03/20	\$640.91	\$694.00
01	7	516483	000000003	HANSEN, ERIK LARS	04/03/20	\$2,460.36	\$3,846.15
02	2	516533	000000221	CONNOR, ADAM J.	04/03/20	\$277.05	\$300.00
02	2	516515	000000023	THAO, KOU	04/03/20	\$601.20	\$651.00
02	2	516516	000000024	SCHONS, JERI LYNN	04/03/20	\$619.67	\$671.00
02	2	516512	000000015	DIMMERS, ANTHONY J	04/03/20	\$653.64	\$789.00
02	2	516523	000000204	CHRISTIANS, WALKER JEFFR	04/03/20	\$265.96	\$288.00
02	2	516543	000000250	BAUMANN, BUDDY	04/03/20	\$295.71	\$396.00
02	2	516531	000000218	NYQUIST, CARL OTTO	04/03/20	\$221.64	\$240.00
02	2	516526	000000211	CARTER, JOSHUA I	04/03/20	\$315.84	\$342.00

Pay Group	Pay Period	Check #	Employee #	Employee Name	Check Date	Check Amount	Check Gross
02	2	516539	000000228	NILIUS, DAVID ADAM	04/03/20	\$448.82	\$486.00
02	2	516524	000000207	DANIELSON, DAREN L	04/03/20	\$502.13	\$652.00
02	2	516542	000000244	ERBES, MICHAEL HENRY	04/03/20	\$957.67	\$1,037.00
02	2	516541	000000241	JOHNSON, DALE D. III	04/03/20	\$2,515.52	\$3,043.00
02	2	516527	000000212	JONES, MATTHEW G	04/03/20	\$166.23	\$180.00
02	2	516532	000000219	LARSON, TRISTAN SHANE	04/03/20	\$701.86	\$760.00
02	2	516519	000000048	VUE, PETER CHEE MENG	04/03/20	\$271.51	\$294.00
02	2	516537	000000226	BRUDER, ADAM J	04/03/20	\$371.25	\$402.00
						<hr/>	<hr/>
						\$47,201.93	\$64,195.76

Council Communication

Meeting Date: April 13, 2020

Subject: The Church of St Mary request to change phase 3A-2

Background

As part of the design standards from 3A-2 of the infrastructure improvements project all street width are standardized. The Church of St Mary is requesting that additional street width for a block along 6th Avenue directly in front of their church.

Budget Implications

Chris Larson from ISG estimated it would cost roughly \$4,000 to make this change to the design.

Recommendation

City staff has no recommendation. The request is of minimal cost, and it is up to the discretion of city council if they wish to honor this request.

The Church of Saint Mary

249 6th Street
Tracy, MN 56175
507-629-4075

March 19, 2020

Tracy City Council Members:

After reviewing the Tracy Phase 3A-2 infrastructure improvements project we would like to make a request of change for a block along 6th street. We would like to request the plan to be amended to make the street wider directly in front of our church and school buildings (Rowland to Morgan), than it is currently planned to be. A great deal of parking happens whenever there is an event at the church or school on the adjoining streets, regularly and consistently. This would benefit not only the needs of St. Mary's Church and School but also the residents on the opposite side of the street, and make the Street safer for driving when cars are parked on both sides of the street. (Rowland Street, on the side of St Mary's Church and School allows only one car to pass when both sides of the street are filled.)

The current standing plan appears to be increasing the width of that street (from what it presently is) but yet not enough to allow two cars to pass safely.

At this time, we are asking for consideration to have two blocks of 6th street, from Harvey to Morgan, the same width presently proposed for the block on 6th of Rowland to Morgan.

Thank you for your time and consideration of this request.

Sincerely,



Rev. Mark Steffl and St. Mary's Parish and School

My soul proclaims the greatness of the Lord

Council Communication

Meeting Date: 4/13/2020

Subject: Phase 3A-1 Change Order #2

Background

This change order has three parts: moving part of the project from 3A-2 into 3A-1, bump-outs along third street downtown and trees for downtown.

The Rowland and 4th portion of the change order will essentially move part of Phase 3A-2 project to 3A-1 to prevent the intersection from getting dug into twice.

In 2019, the EDA Board requested looking into adding sidewalk bump outs and adding trees and wider sidewalks on the 100 block area of 3rd Street Downtown. The EDA paid for the engineering for the re-designing of the project.

In early August, a draft plan for the project was received and was pushed toward the planning commission to work out the details and bring back to the City Council for their recommendation. The council was in favor with moving forward with creating the change order.

Additionally, the planning commission wanted to move forward with 5 trees on each side of the street in 100 block of 3rd St.

We are now at the approval stage of the change order, with an estimated cost of adding the trees, as they were not included in the original design last fall.

Budget Implications

The entire change order is \$110,063.66. This **does not** include the addition of the tree castings and soil-rework so the trees will be able to grow in the soil.

- There is no overall cost increase of \$39,136.66 for Rowland and 4th, and this will actually save money over the 2 projects to some extent. This will not require any change to the 2020 budget.
- The Downtown portion of the change order for bump-outs is \$70927.00, of which \$6500 is projected as eligible RD expenses, and the remaining \$64,427 would be an ineligible expense that would not have been included in the ineligible bond for phase 3A. This will require a line item transfer in the 2020 budget.
- Engineer estimate for 5 trees in the block would be \$22,500. See attached plan for layout recommendation. This would be in addition to the \$64,427 of ineligibles and is not recommended as part of this change order.

Recommendation

Approve a change order of \$110,063.66 that includes the following:

- Complete Rowland and 4th intersection in phase 3A-1 for \$39,136.66
- Include 3rd street bump-outs in phase 3A-1 of the project at a total cost of \$70,927. This will require a fund transfer from economic development of \$64,427 to cover ineligible costs but not an overall increase in the 2020 budget.

RD eligible grant	\$	6,500
transfer from 806-417-291	\$	10,000
transfer from 806-417-501	\$	30,000
transfer from 806-417-321	\$	24,427
<hr/>		
	\$	70,927

- Consider downtown tree project with 2021 budget

Recommendation

Approve a change order of \$110,063.66 that includes the following:

- Complete Rowland and 4th intersection in phase 3A-1 for \$39,136.66
- Include 3rd street bump-outs in phase 3A-1 of the project at a total cost of \$70,927. This will require a fund transfer from economic development of \$64,427 to cover ineligible costs but not an overall increase in the 2020 budget.

RD eligible grant	\$	6,500
transfer from 806-217-491	\$	10,000
transfer from 806-217-501	\$	30,000
transfer from 806-217-321	\$	24,427
	\$	70,927

- Consider downtown tree project with 2021 budget

RESOLUTION 2020-19

**A RESOLUTION APPROVING WORK CHANGE DIRECTIVE
NO 2 PHASE 3A INFRASTRUCTURE IMPROVEMENTS**

WHEREAS, the City Council entered into an agreement with Duininck, Inc. for an increase in the amount of \$110,063.66 for Phase 3A Infrastructure Improvements; and

WHEREAS, Change Orders based on contract terms involving narrative, estimated cost change and updated plan sheets; and

NOW THEREFORE, BE IT RESOLVED, by the Tracy City Council to approve Work Change Directive No.2 in an increased amount of \$110,063.66 for the narrative, estimated cost change and updated plan sets.

PASSED AND ADOPTED by the Tracy City Council this 13th day of April, 2020.

Mayor

ATTEST:

City Administrator

Date of Issuance: 03-10-2020	Effective Date: 03-10-2020
Owner: City of Tracy	Owner's Contract No.:
Contractor: Duininck Inc.	Contractor's Project No.:
Engineer: ISG	Engineer's Project No.: 18-21459
Project: Phase 3A Infrastructure Improvements	Contract Name: Phase 3A Infrastructure Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: See attached Narrative for a description of the 2 changes.

Attachments: Narrative, estimated cost change, and updated plan sheets C0-101, C0-204, C0-205, C0-206, C0-307, C1-207, C1-209, C1-210, C2-105, C2-106, C2-107, C3-101, C3-201, C3-310, C3-310A, C3-314, C3-315, C3-316, C3-322, C3-323, C3-325, C4-107, C4-109, C4-110, C4-111, C4-202, C4-203, C4-207.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>5,707,694.13</u>	Original Contract Times: Substantial Completion: <u>October 1, 2020</u> Ready for Final Payment: <u>December 1, 2020</u> days or dates
Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : \$ <u>4,870.65</u>	Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : Substantial Completion: <u>NO CHANGE</u> Ready for Final Payment: <u>NO CHANGE</u> days
Contract Price prior to this Change Order: \$ <u>5,712,564.78</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 1, 2020</u> Ready for Final Payment: <u>December 1, 2020</u> days or dates
Increase of this Change Order: \$ <u>110,063.66</u>	Increase of this Change Order: Substantial Completion: <u>NO CHANGE</u> Ready for Final Payment: <u>NO CHANGE</u> days or dates
Contract Price incorporating this Change Order: \$ <u>5,822,628.44</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 1, 2020</u> Ready for Final Payment: <u>December 1, 2020</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u>Project Engineer</u>	Title: _____	Title: _____
Date: <u>03-10-2020</u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

Phase 3A Infrastructure Improvements Narrative
City of Tracy
Change Order #2

Changes to two areas of the contract are incorporated in this Change Order:

3rd Street from Rowland Street to South Street

The Tracy City Council approved a concept to redesign downtown Tracy to include features to make the area more pedestrian friendly using wider sidewalks and traffic calming features. 3rd Street between Rowland Street and South Street was updated to include corner bump outs at the intersections and the road width was decreased from 43' to 40'. As a result of the changes to the curb line it was necessary to make some storm sewer and watermain changes as well. These changes can be seen on sheets C0-204, C0-205, C0-206, C0-307, C1-209, C1-210, C2-106, C2-107, C3-101, C3-201, C3-314, C3-315, C3-316, C3-322, C3-323, C4-109, C4-110, C4-111, C4-202, and C4-203. There is no change in surface eligibility from the original design of the street, but utilities were treated as eligible whether the quantity was reduced or increased. There are no anticipated changes in non-construction costs or construction times as a result of this change.

Rowland Street and 4th Street intersection

In creating the plans for Phase 3A-2 it was determined that there were design elements occurring in the Rowland Street and 4th Street intersection that could be better completed as part of the Phase 3A project. This change was initiated by the Engineer in order to avoid having to work in the intersection again, to avoid having to acquire another permit to work in the intersection, and to avoid any potential conflicts in scheduling between contractors. The changes can be seen on sheets C2-105, C3-310, C3-310A, C4-107, and C4-207. The project extents were extended slightly to the west, the SW corner of the intersection was added to the reconstruction, and storm pipes P-27, P-27U, and P-27A, as well as structures A-27 and A-27A were added. For these changes the utilities were treated as eligible and surface improvements were treated as eligible for a 10-foot trench width. The overall street eligibility was not recalculated. There are no anticipated changes in non-construction costs or construction times as a result of this change.

The net change in the project cost as a result of these changes is estimated to be an increase of \$110,063.66 and the eligible cost is estimated to increase by \$30,925.04.

Council Communication

Meeting Date: 4/13/2020

Subject: 2021 Budget kickoff

Background

Municipal budgeting is generally a tool that cities use to set priorities for services delivery and capital improvements for a fiscal year. Past budgets have included a line item list of revenues and expenditures. The goal of the 2021 budget development process is to begin to align expenditures with the priorities set by City Council.

The City of Tracy budget schedule is generally prescribed both by Minnesota statute and Chapter VII of the city charter. Minnesota statute requires a budget by adopted by the end of the year and also requires public meetings for citizen input. The charter puts additional timelines on the process, requiring that budget estimates be presented to the city council by the first regular meeting of August of each year. The charter charges the Mayor or his/her designee with the task of preparing the budget. The budget will be prepared by the City Administrator and staff and presented to the council for adoption. The charter also identifies the specific format the budget estimates must take and gives the City Administrator and Mayor wide latitude to present additional statements and explanations as necessary.

Budget Implications

This process will create the approved 2021 budget and set tax levies, fees, capital improvements and staffing levels.

Recommendation

- Adopt the 2021 budget schedule
 - 4/13/2020 City Council 2020 budget kickoff
 - 5/15/2020 Staff budget kickoff
 - 6/1/2020 City Council 2020 budget study session
 - 8/1/2020 City receives LGA award amounts
 - 8/11/2020 City Council presented with budget estimates
 - 9/1/2020 City receives info on levy limit
 - 9/22/2020 City adopts proposed budget and certifies levy
 - 12/14/2020 TnT public meeting
 - 12/14/2020 Council approves final budget & certifies final levy

- Direct the City Administrator to develop a 2021 budget reflecting priorities set by City Council

Council Communication

Meeting Date: April 13th 2020

Subject: Suspension of Tracy RFL loans at request of businesses

Background

The EDA has had a couple of requests to suspend payments for a certain amount of time in this time of COVID-19. In researching this with other cities, there are a large number of entities that are following through with these requests to help small local businesses during this trouble time. The examples that we have found are offering this program at a 3 – 6-month term.

Budget Implications

Even if all small businesses that have a RLF loans with the EDA were to apply for this payment suspension program, the amount would be less than \$2,600 per month (remembering this is not a forgiveness loan but just a suspension for a short amount of time and amounts with interest and payments will be added to back of loan schedule – late charge will not be in effect). My estimate would be that the amount per month would be less than \$1,000 per month.

Recommendation

The recommendation from the Tracy EDA would be to offer this program for a 3 month-period with an option of an additional 3-month suspension period available if needed. To be in upmost fairness, the Tracy EDA would like to extent this offer to all eligible recipients. I also did an informal poll with the Tracy EDA asking the question, “do you think you would approve of this possible program”. I received 6 emails or calls back with all 6 of the responders having a favorable answer.

CDBG loans would not be eligible for this program

I have attached an application for your review

COVID 19 LOAN DEFERRAL PROGRAM

Existing borrowers in good standing are eligible for up to a three-month loan payment deferral, upon request. The rapidly changing environment is expected to cause a great deal of uncertainty and hardship for some businesses. If you are interested in a three-month deferral, complete the information below, sign, date and email a copy to me at the address below. Deferral requests are a top priority and will be processed very quickly! Payments and interest will be added to back side of existing loan. Late payments will also not be in effect on loans that enter the deferral program.

DATE: Click or tap here to enter text. BORROWER NAME: Click or tap here to enter text.

BUSINESS NAME: Click or tap here to enter text. Email: Click or tap here to enter text.

I would like to request a Click or tap here to enter text. month loan payment deferral for the following reason(s) (please check off all that may apply):

- executive order from the federal government, state, or regional government that shut down my business operations temporarily to slow the spread of Covid-19
- customer sales have slowed or stopped, which I attribute to the attempt to slow the spread of Covid-19
- my expenses will be higher due to the effects of slowing the spread of Covid-19
- I have Covid-19 and had to shut down my business temporarily;
- I had to shut down my business temporarily as I am the chief caretaker for my children or others with Covid-19
- other reason (s): please specify: Click or tap here to enter text.

I understand that if my loan is currently delinquent I may not be eligible for the deferral.

Signature (s)

Date

After signing and dating, please email to Jeff Carpenter, jcarpenter@tracymn.org,

Contact me with questions via email or phone, 507-401-1389

Council Communication

Meeting Date: 4/13/2020

Subject: Mold and Asbestos mitigation project

Background

Dating back to the 2018 flood the city identified damage from flooding issues in the basement of city hall and the multipurpose center. On March 31st Brian Parrie from Advanced Health, Safety and Security came out to inspect these two buildings. Visual inspection in both buildings as well as air samples in city hall show both elevated mold in the basement of city hall and the multipurpose center as well as the masonic room in city hall. Additionally visual inspection showed broken tiles in the basement of both buildings that were suspected to contain asbestos. Upon lab analysis asbestos was found in these tiles. For the health and safety of city employees and residents who use these buildings the attached reports recommend mitigation of mold and asbestos.

Budget Implications

Estimated project cost is \$22,105. This includes the removal of all hazardous materials and mold-containing wood and asbestos-containing tiles. There is no need to increase expenditures at this time, but there will be required line item transfers from other areas of the budget to cover these costs. We had budgeted \$20,000 at the aquatics center for repair to the pool heater boiler. Given the uncertainty of the pool opening this year due to the current restrictions on large groups with the COVID-19 pandemic, we feel we can push off the expense until 2021. If we do open the pool, we could go another season or partial season without a heated pool. Here are the proposed line item transfer of funds which moves money from the equipment line item at the aquatics center to the building maintenance line items at the multipurpose center and city hall:

Transfer from 607-451-501 to 101-418-222	\$	8,000
Transfer from 607-451-501 to 201-471-222	\$	12,000
Use of existing funds	\$	2,105
	\$	22,105

Recommendation

For the safety of the people in these buildings we need to do this project, and this is an ideal time to finish the maintenance while there are fewer people entering the buildings during the current stay-at-home order. Additionally, some of the project costs have already been reimbursed from FEMA from the 2018 flood, and there's a possibility we could get more reimbursements from FEMA. We recommend you approve the line item transfers to complete this project.

RESOLUTION 2020-21

A RESOLUTION APPROVING TRANSFERS FOR REMOVAL OF MOLD IN MPC AND CITY HALL

BE IT RESOLVED BY THE TRACY CITY COUNCIL to approve the following transfers:

2020 Additional Budget Transfers					
From		Amount		To	Amount
806-417-291	EDA Subs, Member	\$ 10,000.00		602-431-321	Water -Other Contractual \$ 4,100.00
				608-431-321	Sewer - Other Contractual \$ 5,900.00
Subtotal		\$ 10,000.00		Subtotal	\$ 10,000.00
806-417-501	EDA Equip & Impro	\$ 30,000.00		602-431-321	Water -Other Contractual \$12,300.00
				608-431-321	Sewer - Other Contractual \$17,700.00
Subtotal		\$ 30,000.00		Subtotal	\$ 30,000.00
806-417-321	EDA Other Contract	\$ 24,427.00		602-431-321	Water -Other Contractual \$10,015.00
				608-431-321	Sewer - Other Contractual \$14,412.00
Subtotal		\$ 24,427.00		Subtotal	\$ 24,427.00
Total moved from EDA		\$ 64,427.00		Total for 3rd St Change Order	\$ 64,427.00
From		Amount		To	Amount
607-451-501	AQ Equip & Improv	\$ 20,000.00		101-418-222	Muni Bldg Main & Repair \$ 8,000.00
				201-471-222	MPC Maint & Repair \$12,000.00
Subtotal		\$ 20,000.00		Subtotal	\$ 20,000.00
Total moved from AQ Center		\$ 20,000.00		Total for mold abatement	\$ 20,000.00
Budget Transfer Total		\$ 84,427.00		Budget Transfer Total	\$ 84,427.00

BE IT FURTHER RESOLVED that the above listed transfers are hereby authorized and permanently made.

PASSED AND ADOPTED by the Tracy City Council this 13th day of April, 2020

ATTEST

City Administrator

Mayor

Asbestos Inspection Report

City of Tracy
Attn: Shane Daniels
336 Morgan Street
Tracy, MN 56175



**Advanced Health,
Safety and Security**

P.O. Box 437, 105 3rd Street, Balaton, MN 56115

Cost-Effective Solutions



Client: Shane Daniels
Report of: Asbestos Inspection
Location: 336 Morgan St, Tracy, MN 56175

Page: 2
Project No: City Hall
Date: 03/30/2020

April 3, 2020

City of Tracy
Attn: Shane Daniels
336 Morgan Street
Tracy, MN 56175

Introduction

This report presents the results of the hazardous material survey conducted by Brian Parrie at 336 Morgan Street, Tracy, MN 56175. The survey was requested Shane Daniels.

Methodology

The building(s) were visually inspected to identify building materials that might contain asbestos or other hazardous materials. Bulk samples were collected from suspect materials and analyzed to determine if they contained asbestos. All asbestos containing materials (ACMs) will be listed and identified in table 1 of this report. Destructive sampling methods were used to obtain proper sampling.

Purpose

The purpose of this survey was to identify the existence, extent, and condition of hazardous materials including both friable and non-friable asbestos-containing materials (ACM). Bulk samples were collected from suspect materials, submitted to a laboratory, and analyzed for asbestos.



Client: Shane Daniels
Report of: Asbestos Inspection
Location: 336 Morgan St, Tracy, MN 56175

Page: 3
Project No: City Hall
Date: 03/30/2020

Sample Data

The following table lists all samples tested for asbestos. Recommended response actions can be found in this report:

Functional Space Number	Description	Sq. or Lineal Ft.	Sample Number	Type of Material	Type of Asbestos	%
Basement Tile	Layer 1	600	1001	Green/Black Tile	Chrysotile	8
Basement Tile	Layer 2	600	1001	Black Mastic	Chrysotile	4
Senior Basement Tile	Layer 1	540	1002	Green Tile and Brown Tile in Girl Scout Room	Chrysotile	6
Senior Ceiling Pucks	Layer 1	N/A	1003	Brown Ceiling Pucks	N/D	0

(PC) indicates Stratified Point Count Method performed

Results

The results of the samples tested for asbestos are found in Appendix A of this report.

Positive Material Containing Asbestos Include:

- Sample 1001 – Layer 1 Non-Friable Green/Black Tile containing 8% Chrysotile.**
- Sample 1001 – Layer 2 Non-Friable Black Mastic containing 4% Chrysotile.**
- Sample 1002 – Layer 1 Non-Friable Green/Brown Tile containing 6% Chrysotile.**

All asbestos samples that tested positive contain more than 1 % asbestos according to methods specific to appendix A, subpart F. 40 CFR part 763 section1 and are considered Asbestos Containing. The ACM that contains must be removed and brought to an approved asbestos dump site.



Client: Shane Daniels
Report of: Asbestos Inspection
Location: 336 Morgan St, Tracy, MN 56175

Page: 4
Project No: City Hall
Date: 03/30/2020

Discussion

All asbestos containing material should be removed prior to demolition.
All non-demolition debris and hazardous waste should be removed before demolition.
The attached MPCA pre-demolition check list is attached for reference.

Please find attached:

- Bulk sample lab results



Client: Shane Daniels
Report of: Asbestos Inspection
Location: 336 Morgan St, Tracy, MN 56175

Page: 5
Project No: City Hall
Date: 03/30/2020

Remarks

The environmental services performed by Advanced Health, Safety and Security for this project have been conducted in a manner consistent with the degree of care and technical skill exercised by environmental professionals currently practicing in this area under similar budget and time constraints.

Recommendations contained in this report represent my professional judgment at the time of inspection.

Please note this note this is a complete asbestos assessment of the property. It is not a complete hazardous material assessment. I did not perform destructive sampling of the building.

This concludes this report. Any questions regarding the fieldwork, sample results or presented findings should be directed to Brian Parrie, at 507-763, 605-430-8842 or email Brianparrie@hotmail.com.

Brian Parrie
Advanced Health, Safety and Security

Certified Asbestos Inspector AI11154
Certified Asbestos Supervisor A11154
Certified Asbestos Management Planner AM11154
Certified Asbestos Project Designer AD11154
Asbestos Contractor License AC7984
Certified Mold Premediator CMR0000025812

Mold Inspection Report

City of Tracy
Attn: Shane Daniels
336 Morgan Street
Tracy, MN 56175



**Advanced Health,
Safety and Security**

PO Box 437, 105 3rd Street, Balaton, MN 56115

Cost-Effective Solutions



Client: Jeff Carpenter
Report of: Mold Inspection
Location: 336 Morgan Street, Tracy, MN 56175

Page: 2
Project No: City Hall
Date: 03/30/2020

April 2, 2020

City of Tracy
Attn: Shane Daniels
336 Morgan Street
Tracy, MN 56175

Introduction

This report presents the results from air samples taken by Brian Parrie of Advanced Health, Safety and Security on March 31, 2020, at 336 Morgan Street, Tracy, MN 56175. Samples were taken to assess possible mold contamination. Inspection requested by Shane Daniels.

Methodology

Six air samples were collected one in the basement lock room, one in the basement hall, one in the main floor office, one in the main floor administration room, one in the upstairs and one outside as a control sample.

Sampling was conducted using air pumps and Air (Zefon Air-O-Cell Cassettes). Air was drawn through the cassettes at a rate of 15 LPM for approximately 5 minutes to meet the target volume of approximately 75 liters.

The cassettes were placed at various highs from one to three feet.

Samples were sent to the lab for analysis along with one empty cassette to represent a control sample. The results from the lab are calculated from the total number of identified mold spores. The lab utilizes a 1000X magnification (oil) to perform qualitative analysis, according to IAQL 033104 Proprietary Methods for Airborne Fungal Spore Identification / Quantitation.

Purpose

The purpose of conducting air sampling is to determine if there are mold spores at levels that exceed the IAQ standard for a healthy and safe environment and to determine and/or eliminate any environmental hazard that may exist.



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Sample Data

The following table lists all samples tested. Recommended response actions can be found in this report:

Data Form for Air Samples

Table I

Sample Location: 336 Morgan Street. Tracy, MN 56175				Sample Number	Fungal Spore Count		Comments
Location	Description	Volume	Rate LPM		MM ²	M ³	
Basement Lock Room		75L	15	1001	8	320	
Basement Hall		75L	15	1002	31	1260	
Main Floor Office		75L	15	1003	11	490	
Main Floor Admin		75L	15	1004	9	350	
Upstairs		75L	15	1005	15	650	
Outside		75L	15	1006	14	570	

Results

Lab Result are attached as Appendix A



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Sample 1001 (Basement Lock Rm)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
<i>Aspergillus/Penicillium spp.</i>	5	200	62.5
Basidiospores	1	40	12.5
<i>Cladosporium</i>	1	40	12.5
Torula-like	1	40	12.5
Total Mold Spores =	8	320	100

Sample 1002 (Basement Hall)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
<i>Aspergillus/Penicillium</i>	21	930	73.8
Basidiospores	1	40	3.2
Chaetomium	1	10	0.8
<i>Cladosporium ssp.</i>	4	200	15.9
Myxomycetes	2	30	2.4
Pithomyces	1	10	0.8
Stachybotrys/Memnoniella	1	40	3.2
Total Mold Spores =	31	1260	100

Sample 1003 (Main Floor Office)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
<i>Aspergillus/Penicillium spp.</i>	11	490	100
Total Mold Spores =	11	490	100

Sample 1004 (Main Floor Admin. Room)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
<i>Aspergillus/Penicillium spp.</i>	7	300	85.7
Basidiospores	1	40	11.4
<i>Cladosporium</i>	1	10	2.5
Total Mold Spores =	9	350	100

Sample 1005 (Upstairs)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
Alternaria	1	40	6.2
<i>Aspergillus/Penicillium spp.</i>	13	570	87.7
Basidiospores	1	40	6.2



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Total Mold Spores = 15 650 100

Sample 1006 (Outside)

<u>Organism</u>	<u>Raw Count</u>	<u>Spores/M³</u>	<u>% Total Spores</u>
Alternaria	2	90	15.8
<i>Aspergillus/Penicillium spp.</i>	1	40	7
Cladosporium	8	400	70.2
Epicoccum	1	10	1.8
Myxomycetes	2	30	5.3
Total Mold Spores =	14	570	100

The lab reports provides airborne spore densities described as the total counts per millimeter squared over the observed area (total counts = the raw counts multiplies by QC factor of 4).

The outside sample is always collected for reference purposes to determine if any bioaerosol concerns exists. While no government standards exist regarding acceptable indoor microbial levels the outside air sample is used to determine the amount of outside contaminants compared to inside. If the inside to outside air ratio is less than one it is usually determined that there is no problem with the inside air. If the ratio exceeds one then it is interpreted as if a mold source does exist within the facility.

Comparing the outside air sample to the inside air sample showed significant concentration of bioaerosols or mold greater than one percent of known noxious molds. The sample from the hall in the basement is high compared to the rest of the building and is a definite source or mold spores. The upstairs room also has a high count and should be addressed.

The levels of aspergillus/penecillium are elevated in the basement family compared to outside. The levels would indicate some kind of water intrusion most likely causing mold to grown behind the paneling.

Discussion

Under ideal conditions, the indoor air mold/fungal count should be lower than the ambient outdoor level and should represent a similar distribution of mold/fungal genus/species. Recent rainfall, snow and other climate changes can change the level of distribution during outdoor



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sampling. Due to increase snow levels, freezing and thawing during the time of sampling may explain why there were low spores observed during the outdoor sampling.

Definitions and health effects are present in Appendix B of this report. The descriptions have been compiled from various sources on the internet and the University of Minnesota Department of Environmental Science Health and Safety. The list does compile observed effects of some strains of mold and/or fungal gene/species; *it does not mean that all exposures to the specific mold or fungus will have the same effect resulting in these symptoms.*

Of the molds observed *Penicillium ssp.* produces a microbial volatile organic compound (mVOCs). The compound is 2-methyl-isoborneol, and is describes as a heavy musty odor.

MVOCs that were produced can, even though the mold/fungal species is dead or dormant, remain porous and absorbent materials like carpet, ceiling tile, insulation etc. for extended periods of time. The odor will eventually dissipate unless the mold/fungal growth reoccur's.

I would recommend cleaning the records and removing them from the basement room. The wall between the custodial and the records room has visible mold on it and should be removed. This will most likely include removal of wood paneling along the outside walls in the custodial area also.

The trim board and wood shelving in the ladies locker room should be removed.

Upstairs room needs the ceiling tile replaced that might remove the source of mold that I am detecting. Further investigation would have to be done or cleaning the room and carpet might take care of the problem.

The main floor contaminants are most likely from the basement and upstairs being brought into the main floor by the HVAC system and on people moving through those areas.

I would recommend cleaning the main floor after mold abatement has taken place to ensure mold contaminants don't continue to be a concern.

The boiler room area has wood that can also grow mold and should be removed.

Need to address the areas that have water intrusion and at minimum, if the water cannot be stopped, keep any items that can grow mold out of those areas (wood, sheetrock, ceiling tile etc.)



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Remarks

The environmental services performed by Advanced Health, Safety and Security for this project have been conducted in a manner consistent with the degree of care and technical skill exercised by environmental professionals currently practicing in this area under similar budget and time constraints.

Recommendations contained in this report represent my professional judgment at the time of inspection.

This concludes this report.

Any questions regarding the fieldwork, sample results or presented findings should be directed to:

Advanced Health, Safety and Security
Brian Parrie
105 3rd Street



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Balaton, MN 56115
(605-430-8842)

Appendix B

Significance of Fungi Observed

Cladosporium ssp. – Most commonly identified outdoor fungus. The outdoor numbers are reduced in the winter. The numbers are often high in the summer. Most often found indoors in numbers less than outdoors. It is a common allergen. Indoor species may be different than outdoor species. It is commonly found on the surfaces of fiberglass duct liner in the interior of supply ducts. A wide variety of plants are food sources for this fungus. It is found on dead plants, woody plants, food, straw, soil, paint, and textiles. It can cause mycosis. Common causes of extrinsic asthma (immediate-type hypersensitivity: type I). Acute symptoms include edema and bronchospasms, chronic cases may develop pulmonary emphysema.

Penicillium ssp. - A wide number of organisms have been placed in this genus. Identification to species is difficult. Often found in aerosol samples. Commonly found in soil, food, cellulose and grains. It is also found in paints and compost piles. It may cause hypersensitivity pneumonitis, and/or allergic alveolitis in susceptible individuals. It is reported to be allergenic (skin). It is commonly found in carpet, wallpaper, and in interior fiberglass duct insulation. Some species can produce mycotoxins. Common cause of extrinsic asthma (immediate-type hypersensitivity: type I). Acute symptoms include edema and bronchospasms, chronic cases may develop pulmonary emphysema.



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Aspergillus ssp.- Is a genus of about 200 fungi worldwide and is more common in autumn and winter in the northern hemispheres. Its natural habitat is in hay and compost. This type of mold can be found everywhere indoors (prefers damp materials) and outdoors. Commonly found in soil, food compost, decaying vegetation, fire proofing materials, bedding, pillows, ventilation and air conditioning systems, and computer fans. It can produce mycotoxins – these are often found in contaminated foodstuff and are hazardous to the consumer. Many toxins of this type of mold have been identified and depend greatly on genus and species. Common cause of extrinsic asthma (immediate-type hypersensitivity: type I). Acute symptoms include edema and bronchospasms, chronic cases may develop pulmonary emphysema.

Basidiospores ssp. - Some people may experience hay fever, asthma, Lycoperdonosis and mushroom culture hypersensitivity. Dry rot, wood rot and brown rot are all the result of basidiospores producing fungi. However, in the vast majority of cases, basidiospores detected in air samples are *not* from indoor growth. They are typically brought in through windows and doors. Because of this, [mold remediation](#) is typically not required.

Smuts / Myxomycetes ssp. - This mold will only grow on a living plant during the airborne phase, but will grow on general cellulose surfaces in the yeast phase. Often found growing outside on grasses, cereal crops, weeds, other fungi and flowering plants. Rarely found growing indoors, but will grow on host plants if present inside. The laboratory reports Myxomycetes/Periconia/Smuts as one genus grouping because with the method of non-viable microbiological analysis their spores cannot easily be differentiated due to their similar round, brown morphology. Myxomycetes are found on decaying logs, stumps, and dead leaves, particularly in forested regions. Myxomycetes are not considered true fungi, but characterized as a slime mold because they possess both wet and dry spore phases. Wet conditions produce a motile amoebic phase, and unfavorable dry conditions can cause windborne dispersal of the dry fruiting body spores. Smuts are found on cereal crops, grasses, weeds, and other fungi. Smuts are members of the Basidiomycetes group, with two spore types: teliospores, which occur in a dry powdery stage, and Basidiospores, which occur in a yeast stage. As parasitic plant pathogens, Smuts require a living host for the completion of their life cycle. Periconia are found on soil, blackened and dead plants, and are almost always associated with other fungi. Myxomycetes and Smuts can cause Type I allergies, such as hay fever and asthma, but have not been reported as potential opportunists, pathogens, or toxin producers, and are therefore not



Advanced Health, Safety and Security

Cost Effective Solutions

PO Box 437, 105 3rd Street

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considered a medical threat to humans. Periconia has not been studied as an allergen and produces no known toxin, though rare cases of mycotic keratitis have been reported.



Advanced Health, Safety and Security

P.O. Box 437
105 3rd Steet
Balaton, MN 56115

PH: (507) 763-3606

Estimate

Date	Estimate #
3/19/2020	MN3004

Name / Address
City of Tracy 336 Morgan Street Tracy, MN 56175

			Project
Description	Qty	Rate	Total
City Hall Bldg			
Containment and Removal of floor tile and mastic in basement	600	3.25	1,950.00
Cost of Disposal and Hazardous Material Handing	1	100.00	100.00T
Air monitoring and testing	4	35.00	140.00T
Subtotal			2,190.00
Basment records room mold remediation			
Containment and removal sheetrock/paneling and walls in basement (cleaning the records before moving them) removal of debris in boiler room	32	85.00	2,720.00
Cost of Disposal and Hazardous Material Handing	1	100.00	100.00T
Subtotal			2,820.00
Building cleaning throughout			
Cleaning the main floor (including wiping off everything, cleaning the carpets, cleaning upstairs room and break room.	24	85.00	2,040.00
Subtotal			2,040.00
Senior Community Center			
Containment and Remova of floor tile and mastic in basement	540	3.25	1,755.00T
Cost of Disposal and Hazardous Material Handing	1	100.00	100.00T
Air monitoring and testing	4	35.00	140.00T
If you have any questions please give us a call. Thank you for your business. Brian- 605-430-8842			Subtotal
			Sales Tax (0.0%)
			Total



Advanced Health, Safety and Security

P.O. Box 437
105 3rd Steet
Balaton, MN 56115

PH: (507) 763-3606

Estimate

Date	Estimate #
3/19/2020	MN3004

Name / Address
City of Tracy 336 Morgan Street Tracy, MN 56175

Project

Description	Qty	Rate	Total
Subtotal			1,995.00
Containment and removal of paneling, walls, ceiling complete demo of basement	136	85.00	11,560.00T
Cost of Disposal		1,500.00	1,500.00T
Subtotal			13,060.00

If you have any questions please give us a call. Thank you for your business. Brian- 605-430-8842	Subtotal	\$22,105.00
	Sales Tax (0.0%)	\$0.00
	Total	\$22,105.00

**CITY OF TRACY
COUNTY OF LYON
STATE OF MINNESOTA**

RESOLUTION NO. 2020-18 _____

**A RESOLUTION APPOINTING COUNCILMEMBER TO THE CITY OF TRACY
COUNCIL OF TRACY, MINNESOTA**

WHEREAS, previous Mayor Anthony Dimmers resigned effective March 16, 2020; and

WHEREAS, Pro-Tem Mayor Kou Thao was appointed Mayor until a temporary Mayor could be appointed; and

WHEREAS, Councilmember Tony Peterson was appointed temporary Mayor on March 23, 2020 which will terminate on January 11, 2021; and

WHEREAS, An open seat on the City of Tracy Council was created as a result of Councilmember Peterson's appointment as Mayor;

NOW THEREFORE, THE CITY OF TRACY DOES ORDAIN:

The City of Tracy Council has appointed _____ as a City of Tracy Councilmember to complete Mayor Peterson's term ending January 11, 2021.

Passed by the City Council of City of Tracy, Minnesota this 13th day of April, 2020.

MAYOR TONY PETERSON

ATTEST:

CITY CLERK/ADMINISTRATOR, SHANE DANIELS

City Application Form

Date 3/27/20

General Information

Name Cooreman Pamela J
Last First M.I.

Address _____
City, State, ZIP Tracy, CA 95175

Phone Numbers Home 41 Work Fax
Fax 1

Email Address _____

Committees

If you wish to be considered for more than one committee or function, please order in number of preference.

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Police Commission
<input type="checkbox"/> Library Board	<input type="checkbox"/> Hospital Board
<input type="checkbox"/> Multi-Purpose Center	<input type="checkbox"/> Economic Development Authority
<input type="checkbox"/> Cemetery Commission	<input type="checkbox"/> Housing & Redevelopment Auth.
<input type="checkbox"/> Charter Commission	<input checked="" type="checkbox"/> City Council
<input type="checkbox"/> Aquatic Center Committee	

Special Interests

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests _____

Personal Information

List your work experience.

I have been the co-owner of a successful floral & garden center business that served the community for 12 years. I am currently the co-owner of a successful contracting business that has been serving the community for 27 years.

List any Civic, Professional, and Community Activity involvement.

Council member for city of Tracy for 3 years; Mayor of Tracy for 1 year
Modern Woodmen Youth Coordinator for 3 years; Co-Chairman for Trap 4 Tot
for 5 years.

Why do you want to be on the City Council, a board or commission?

I have the experience as both a council member and as the
Mayor of Tracy and can bring that successful experience to an now
existing career. I also have experience serving on the P.2 Commission &
Southwest Regional Development Commission. I know how city government
works and can bring that experience to an council

What skills, strengths, or abilities do you believe you will add?

I know how to work with a group of people as I have
served as a mayor, council member, business owner and
charity organizer

List any additional comments.

References: OPTIONAL

- | | | |
|-------------------|---------|--------------|
| 1. Jeff Carpenter | | 507-401-1389 |
| Name | Address | Phone No. |
| 2. Shane Daniels | | 507-828-8063 |
| Name | Address | Phone No. |
| 3. | | |
| Name | Address | Phone No. |

Please return this form to:

Attn: Shane Daniels
City of Tracy
336 Morgan Street
Tracy, MN 56175

Phone: (507) 629-5528
Fax: (507) 629-5530
sdaniels@tracymn.org

drcampbell@tracymn.org

City Application Form

Date _____

General Information

Name _____
Last Landuyt First George M.I. P.
Address _____
City, State, ZIP _____
Phone Numbers Home 95 Work _____
Fax _____ Fax _____
Email Address _____

Committees

If you wish to be considered for more than one committee or function, please order in number of preference.

- | | |
|--------------------------------|--------------------------------------|
| _____ Planning Commission | _____ Police Commission |
| _____ Library Board | _____ Hospital Board |
| _____ Multi-Purpose Center | _____ Economic Development Authority |
| _____ Cemetery Commission | _____ Housing & Redevelopment Auth. |
| _____ Charter Commission | _____ City Council |
| _____ Aquatic Center Committee | |

Special Interests

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests _____

Personal Information

List your work experience.

Farmer - 43 years - Semi retired

List any Civic, Professional, and Community Activity involvement.

Why do you want to be on the City Council, a board or commission?

What skills, strengths, or abilities do you believe you will add?

List any additional comments.

References: OPTIONAL

1. Harold Deal	Tracy MN	629-4792
Name	Address	Phone No.
2. Brian Hicks	Tracy MN	829-6495
Name	Address	Phone No.
3. Ken Schiller		Work: 629-3428
Name	Address	Phone No.

Please return this form to:

Attn: Shane Daniels
City of Tracy
336 Morgan Street
Tracy, MN 56175

Phone: (507) 629-5528
Fax: (507) 629-5530
sdaniels@tracymn.org

RESOLUTION NO. 2020-_____

A RESOLUTION ASSESSING COSTS OF IMPROVEMENT TO PROPERTY

WHEREAS, the Hospice of Murray County owns real property within the City of Tracy, parcel # 31-024006-1, with the following legal description:

All that part of the East Half (E¹/₂) of the Northwest Quarter (NW¹/₄) of Section Twenty-Four (24), Township One Hundred Nine (109) North, Range Forty (40) West, in the City of Tracy, Lyon County, Minnesota, being more particularly described as follows:

Beginning at a point 540 feet east of the southeast corner of Lot 5, Block 2 of Sunrise Addition, to the City of Tracy; thence North 89 degrees 04 minutes 34 seconds East, bearing based on Lyon County Coordinate System, along the north line of State Street extended, a distance of 165.00 feet; thence North 00 degrees 10 minutes 30 seconds West a distance of 280.00 feet; thence South 89 degrees 04 minutes 34 seconds West 165.00 feet, to a point on the east line of 5th Street; thence South 00 degrees 10 minutes 30 seconds East, along said east line, a distance of 280.00 feet, to the point of beginning.

("Property")

WHEREAS, on May 31, 2017, the City of Tracy and Hospice of Murray County signed an Agreement of Assessment and Waiver of Irregularity and Appeal ("Agreement");

WHEREAS, pursuant to the terms of the Agreement, the City of Tracy agreed to make the improvements benefitting the Property, specifically the extension of a water main and sanitary sewer main to the north, within the 5th Street right-of-way, approximately 50 feet past the south property line of the Property; the extension of the water and sewer service stubs to the west property line of the Property; and the extension of 5th Street approximately 50 feet to the north from its existing northernmost location, to provide a connection point for the hospice driveway ("Improvements")

WHEREAS, pursuant to the terms of the Agreement, Hospice of Murray County acknowledged and agreed that the City of Tracy would assess the costs of the Improvements to the Property and agreed to pay for the entire costs of the Improvements, not to exceed \$60,000.00;

WHEREAS, pursuant to the terms of the Agreement, Hospice of Murray County waived any and all objections to any irregularity with regard to the Improvement assessments and any claim that the amount was excessive, together with all rights to appeal in court;

WHEREAS, the City of Tracy made the Improvements to the Property and incurred costs of \$61,546.00;

WHEREAS, pursuant to the terms of the Agreement, the City Council is required to determine the costs of Improvement to assess to the Property and the period of which the assessment is to be paid, not to extend more than 10 years;

NOW THEREFORE, THE CITY OF TRACY DOES ORDAIN:

1. The portion of the costs of the Improvements to Property made by the City is hereby declared to be \$61,546.00 and the portion of the cost to be assessed against the Property is declared to be \$60,000.00.
2. The City hereby assesses the amount of \$60,000.00 for the costs of Improvements made to real property within the City of Tracy, parcel # 31-024006-1, with the following legal description:
All that part of the East Half (E $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty-Four (24), Township One Hundred Nine (109) North, Range Forty (40) West, in the City of Tracy, Lyon County, Minnesota, being more particularly described as follows:

Beginning at a point 540 feet east of the southeast corner of Lot 5, Block 2 of Sunrise Addition, to the City of Tracy; thence North 89 degrees 04 minutes 34 seconds East, bearing based on Lyon County Coordinate System, along the north line of State Street extended, a distance of 165.00 feet; thence North 00 degrees 10 minutes 30 seconds West a distance of 280.00 feet; thence South 89 degrees 04 minutes 34 seconds West 165.00 feet, to a point on the east line of 5th Street; thence South 00 degrees 10 minutes 30 seconds East, along said east line, a distance of 280.00 feet, to the point of beginning.
3. The full amount of the assessment shall be payable on or before the first Monday in January, 4, 2021, and shall bear interest at the rate of 4.4% percent per annum from the date of this resolution.
4. The City shall complete and submit a certificate of assessment to Lyon County for proper certification for tax purposes.

PASSED AT THE REGULAR CITY COUNCIL MEETING OF THE CITY OF TRACY,
MINNESOTA THIS 13th DAY OF APRIL, 2020

MAYOR ANTHONY PETERSON

ATTEST:

CITY CLERK/ADMINISTRATOR, ERIK HANSEN