



**AGENDA**  
**Regular Clearwater City Council Meeting**  
**Monday, October 17, 2016**  
**7:00 pm**

Call to Order  
Pledge of Allegiance  
Roll Call

**1. Approval of Agenda (Additions/Deletions considered at this time)**

*Public Comment Period - Please refer to "Public Comment Process" Brochure located by the sign in sheet.*

**2. Public Hearing – Intent to Annex**

- a. Approve Ordinance #2016-10, Resolution 2016-43 Annexing Land Located in Clearwater Township, Wright County Minnesota

**3. Consent Agenda**

- a. Claims/Accounts Payable
- b. Approval of 9-06-16 Regular City Council Meeting Minutes
- c. Approval of Resolution 2016-44 Approving 2017 Proposed Preliminary General Fund Budget and Levy
- d. Approval of Resolution 2016-45 Accepting Donation of Signage for Lions Park
- e. Approval of Agreement with Wright County to Establish an Archery Park
- f. Approval of Liability Waiver From LMC
- g. Approval of Merchant Service Agreement for Credit Card Processing by PSN
- h. Approval of Lions Club and Food Shelf Agreements

**4. Wright County Sheriff Deputy Report**

**5. Old Business**

- a. Discussion on Water and Sewer
- b. Discussion on Infrastructure Study

**6. New Business**

- a. Discussion on Providing a Rebate for Senior Citizens at the Whitney Senior Center in St. Cloud (Agenda Request)
- b. Discussion and Update on North Area Street and Utility Project
- c. Discussion on Renaming Eldorado Park
- d. Appeal of Unpaid Utility Bills, Resolution 2016-46

**7. Reports**

- a. Mayor and Council
- b. Boards
- c. Staff

**8. Other**

- a. Regular City Council meeting and Board of Canvass Monday, November 14, 2016

**9. Adjourn**

*There may be a quorum of other City Boards or Commissions present.*

**AGENDA**  
**Regular Clearwater City Council Meeting**  
**Monday, October 17, 2016**  
**7:00 pm**

Staff Memo

**To: Honorable Mayor and City Council**  
**From: Kevin Kress, Administrator**  
**Date: October 12, 2016**  
**RE: Review/Comment on 10-17-16 City Council Meeting**

**1. Approval of Agenda (Additions/Deletions considered at this time)**

*Public Comment Period - Please refer to "Public Comment Process" Brochure located by the sign in sheet.*

**2. Public Hearing – Intent to Annex**

- a. **Approve Ordinance #2016-10, Resolution 2016-43 Annexing Land Located in Clearwater Township, Wright County Minnesota -- See enclosed.**

**3. Consent Agenda**

- a. **Claims/Accounts Payable – See enclosed.**
- b. **Approval of 9-06-16 Regular City Council Meeting Minutes**
- c. **Approval of Resolution 2016-44 Approving 2017 Proposed Preliminary General Fund Budget and Levy – The County asked us to clarify our debt service we did so toward the end of the document.**
- d. **Approval of Resolution 2016-45 Accepting Donation of Signage for Lions Park – See enclosed.**
- e. **Approval of Agreement with Wright County to Establish an Archery Park – See enclosed.**
- f. **Approval of Liability Waiver From LMC –The City has elected not to waive these limits each year.**
- g. **Approval of Merchant Service Agreement for Credit Card Processing by PSN – See enclosed.**
- h. **Approval of Lions Club and Food Shelf Agreements – See enclosed. Lions Club agreement is the same but doesn't include a rental fee.**

**4. Wright County Sheriff Deputy Report – See enclosed.**

**5. Old Business**

- a. **Discussion on Water and Sewer – See enclosed.**
- b. **Discussion on Infrastructure Study – See enclosed.**

**6. New Business**

- a. **Discussion on Providing a Rebate for Senior Citizens at the Whitney Senior Center in St. Cloud (Agenda Request) – See enclosed.**
- b. **Discussion and Update on North Area Street and Utility Project**
- c. **Discussion on Renaming Eldorado Park – Park Commission members are recommending the name "Clearwater Community Park" staff prefers "Cedar South Park."**
- d. **Appeal of Unpaid Utility Bills, Resolution 2016-46 – See enclosed.**
- e.

**7. Reports**

- a. **Mayor and Council**
- b. **Boards – I will update at the meeting.**
- c. **Staff – See enclosed Council Action Request.**

**8. Other**

- a. **Regular City Council meeting and Board of Canvass Monday, November 14, 2016**

**9. Adjourn**

**ORDINANCE NO. 2016-10**

**AN ORDINANCE OF THE CITY OF CLEARWATER, MINNESOTA ANNEXING  
LAND LOCATED IN CLEARWATER TOWNSHIP, WRIGHT COUNTY, MINNESOTA  
PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3),  
PERMITTING ANNEXATION BY ORDINANCE**

**WHEREAS**, a petition signed by all the property owners, requesting that property legally described as set forth on Exhibit A attached hereto and made a part hereof (hereafter the "Property") be annexed to the City of Clearwater, Minnesota, was duly presented to the Council of the City of Clearwater on the 29th day of August, 2016; and

**WHEREAS**, the Property is unincorporated and abuts the City of Clearwater on its south boundary; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

**WHEREAS**, part of the Property is located within a shoreland area, the City of Clearwater has adopted land use controls that conform to the requirements of MN Chapter 103F and any new development of the Property will be subject to the laws, rules and regulations of Chapter 103F and Division 19 of the Clearwater City Code; and

**WHEREAS**, said Property is currently undeveloped and annexation is requested to facilitate the extension of city services for the commercial development of the Property; and

**WHEREAS**, the City of Clearwater held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on October 17, 2016, following thirty (30) days written notice by certified mail to the Town of Clearwater and to all landowners within and contiguous to the Property; and

**WHEREAS**, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the Property to the City of Clearwater.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLEARWATER HEREBY ORDAINS AS FOLLOWS:**

**SECTION 1.** The City Council hereby determines that the property as hereinafter described abuts the city limits and is or is about to become urban or suburban in nature in that a convenience store and fueling station use is being proposed for said Property, the operation of which requires or will need city services, including public sewer facilities.

**SECTION 2.** None of the Property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.

SECTION 3. The corporate limits of the City of Clearwater, Minnesota, are hereby extended to include the Property because the Property abuts the City of Clearwater, is 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City of Clearwater having received a petition for annexation from the sole owner of the Property.

The Property consists of a total of 3.24 acres, more or less. Copies of the corporate boundary map showing the Property and its relationship to the corporate boundaries of the City of Clearwater and all appropriate plat maps are attached hereto.

SECTION 4. The City of Clearwater, pursuant to Minnesota Statutes § 414.036, with respect to the property taxes payable on the Property hereby annexed, shall make a cash payment to the Town of Clearwater in accordance with the following schedule:

- a. In the first year following the year in which the City of Clearwater could first levy on the Property, an amount equal to \$11,960.77; and
- b. In the second and final year, an amount equal to \$11,960.77.

SECTION 5. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town of Clearwater to the Property and any portion of debt incurred by the Town of Clearwater prior to the annexation and attributable to the Property, but for which no special assessments are outstanding for the Property, there are no special assessments or debt incurred by the Town of Clearwater on the Property for which reimbursement is required

SECTION 6. That the City Clerk of the City of Clearwater is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Wright County Auditor, and the Clearwater Township Clerk.

SECTION 7. That this Ordinance shall be in full force and effect upon its passage and publication in summary form in the City's official newspaper and is final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Clearwater, Minnesota, this 17<sup>th</sup> day of October, 2016.

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Pete Edmonson, Mayor

ATTEST:

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Kevin Kress, City Administrator

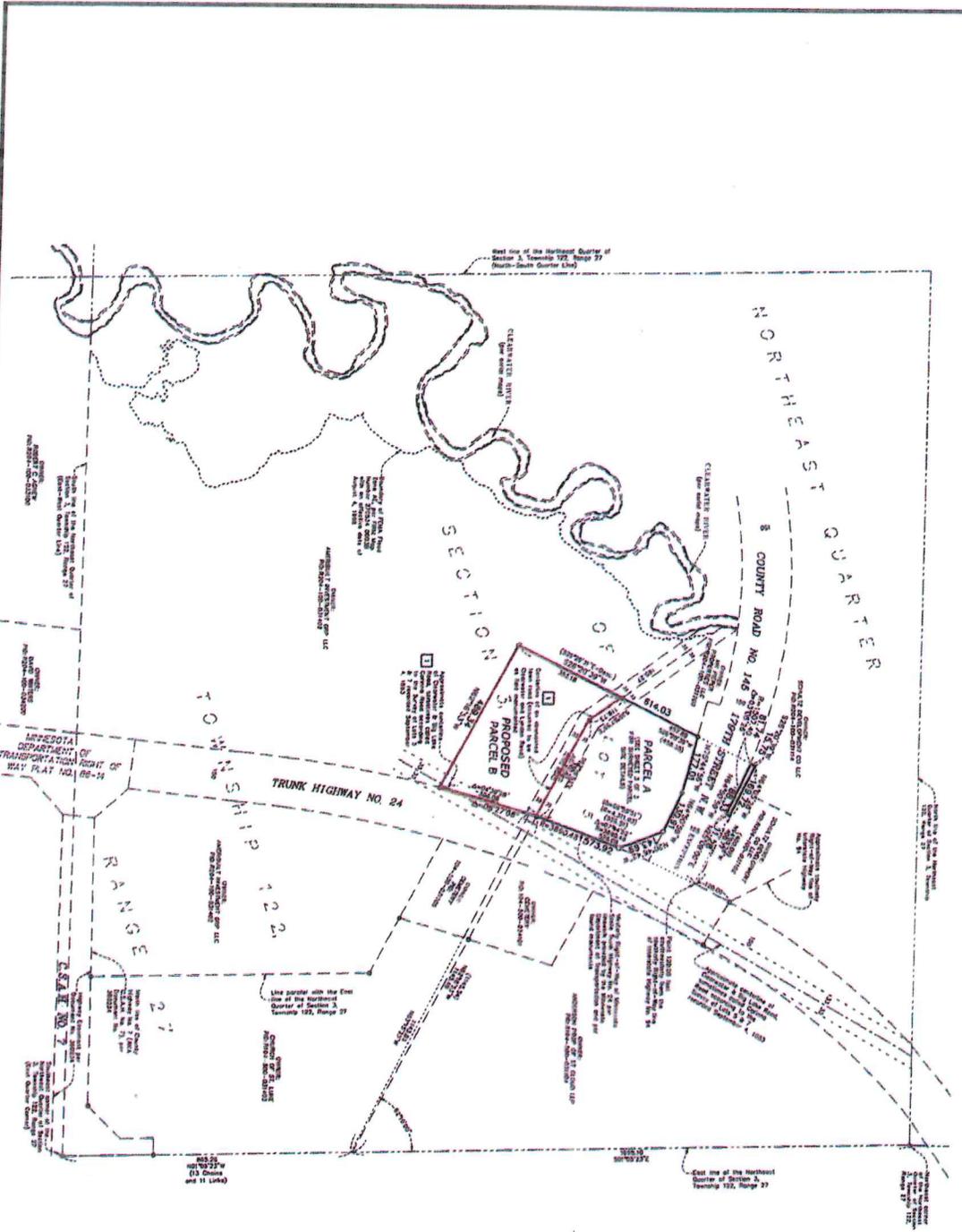
**Attachment A**

**PARCEL "B" DESCRIPTION: (Per Schedule A of Title Commitment File No. 1423647, with a commitment date of April 01, 2016 at 7:30 A.M., prepared by First American Title Insurance Company)**

**PROPOSED PARCEL DESCRIPTION, AS SURVEYED:**

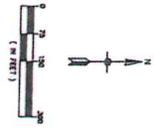
**That part of the Northeast Quarter of Section 3, in Township 122, Range 27, described as follows:**

**Commencing at the Southeast corner of the Northeast Quarter of Section 3, Township 122, Range 27, Wright County, Minnesota; thence North 01 degrees 05 minutes 23 seconds West, assumed bearing along said East line of said Northeast Quarter, a distance of 865.26 feet; thence North 63 degrees 15 minutes 23 seconds West, 1143.83 feet to the westerly right of way line of State Trunk Highway No. 24; thence northeasterly, along said westerly right of way line of State Trunk Highway No. 24 to a point distant 120.00 feet southwesterly from the southerly right of way line of Interstate Highway No. 94 as measured along said westerly right of way line of State Trunk Highway No. 24; thence North 64 degrees 05 minutes 28 seconds West, a distance of 400.77 feet; thence South 26 degrees 20 minutes 39 seconds West to the former centerline of an abandoned town road and the point of beginning of the parcel to be described; thence South 35 degrees 57 minutes 59 seconds East along said centerline, a distance of 119.73 feet; thence South 62 degrees 16 minutes 53 seconds East along said centerline, a distance of 330.21 feet to said westerly right of way line of State Trunk Highway No. 24, thence southwesterly, along said westerly right of way line of State Trunk Highway No. 24, a distance of 306.08 feet; thence North 62 degrees 16 minutes 53 seconds West, 489.34 feet; thence North 26 degrees 20 minutes 39 seconds East, 353.18 feet to the point of beginning.**

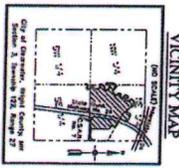


**CALL BEFORE YOU DIG**

Know what's below. Call before you dig.



- LEGEND**
- - Boundary Right-Of-Way (Red Iron Section Monument)
  - - Outside Found Iron Monument
  - - Outside Set Iron Monument, Marked with RLS (RLS)
  - (yellow) - Outside Jurisdiction Survey or Distance



| NO. | REVISIONS |
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**KWIK TRIP, INC.**  
 1626 Oak Street  
 P.O. Box 2107  
 La Crosse, WI, 54602

**ALTA/NSPS LAND TITLE SURVEY**

**KWIK TRIP 104**  
 Clearwater, Minnesota

**Carlson McCain**  
 ENVIRONMENTAL - ENGINEERING - SURVEYING  
 3950 Pheasant Ridge Drive NE,  
 Suite 100, Blaine, MN 55449  
 Phone: 763-489-7900 Fax: 763-489-7999

**RESOLUTION NO. 2016-43**

**RESOLUTION AUTHORIZING THE PUBLICATION OF A SUMMARY OF  
ORDINANCE NO. 2016-43, AN ORDINANCE ANNEXING LAND TO THE CITY  
OF CLEARWATER**

At a regular meeting of the City Council of the City of Clearwater, held Monday, the 17<sup>th</sup> day of October, 2016, at the City Office, 605 County Road 75, Clearwater, Minnesota, 55320,

THE CITY COUNCIL OF THE CITY OF CLEARWATER RESOLVED:

Pursuant to the authority of Minn. Stat. Sec. 412.191, subd. 4, the City Council hereby determines that the publication of the title and a summary of Ordinance No.2016-10, which annexes certain land to the City of Clearwater, in the form attached as Exhibit A to this Resolution, will clearly inform the public of the intent and effect of Ordinance No. 2016-10, and it is hereby directed that the attached summary be published in accordance with the law.

Voting in Favor:

Voting Against:

This Resolution was duly passed this 17<sup>th</sup> day of October, 2016.

CITY OF CLEARWATER

By: \_\_\_\_\_  
Pete Edmonson, Mayor

ATTEST:

By: \_\_\_\_\_  
Kevin Kress, City Administrator

EXHIBIT A

**TITLE AND SUMMARY OF ORDINANCE 2016-10**

**AN ORDINANCE OF THE CITY OF CLEARWATER, MINNESOTA ANNEXING  
LAND LOCATED IN CLEARWATER TOWNSHIP, WRIGHT COUNTY, MINNESOTA  
PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3),  
PERMITTING ANNEXATION BY ORDINANCE**

The City Council of the City of Clearwater, Minnesota, Counties of Wright and Stearns, pursuant to the authority of Minn. Stat. §414.033, passed Ordinance 2016-10, which annexed to the City an abutting, undeveloped 3.24 acre parcel of land located in Clearwater Township.

The land which was annexed by Ordinance 2016-10 is legally described in the ordinance.

A complete copy of Ordinance 2016-10 is available for inspection at the City Office, 605 County Road 75, Clearwater MN 55320, and on the City's website at [www.clearwatercity.com](http://www.clearwatercity.com).

Adopted by the Clearwater City Council on the 17<sup>th</sup> day of October, 2016.

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Pete Edmonson, Mayor

Attest:

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Kevin Kress, City Administrator

**CERTIFICATION**

I, Kevin Kress, City Administrator of the City of Clearwater, Minnesota, do hereby certify that the foregoing Resolution is a true and exact copy of the Resolution presented to and adopted by the City Council of the City of Clearwater, at a duly authorized meeting thereof, held on the 17<sup>th</sup> day of October, 2016, as shown by the minutes of said meeting in my possession.

\_\_\_\_\_  
Kevin Kress, City Administrator

CITY OF CLEARWATER

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Payments

Current Period: October 2016

| Batch Name       | 101716 CCMTG                              | User Dollar Amt            | \$104,783.95 |              |            |
|------------------|---|----------------------------|--------------|--------------|------------|
| Payments         |   | Computer Dollar Amt        | \$104,783.95 |              |            |
|                  |   |                            | \$0.00       | In Balance   |            |
| Refer            | 1709 AMERIPRIDE                           |                            |              |              |            |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor   | UNIFORMS/SEPT              |              |              | \$54.71    |
| Invoice          | 2200823146                                | 9/5/2016                   |              |              |            |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor   | UNIFORMS/SEPT              |              |              | \$45.69    |
| Invoice          | 2200825604                                | 9/12/2016                  |              |              |            |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor   | UNIFORMS/SEPT              |              |              | \$40.99    |
| Invoice          | 2200828455                                | 9/19/2016                  |              |              |            |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor   | UNIFORMS/SEPT              |              |              | \$45.69    |
| Invoice          | 2200831039                                | 9/26/2016                  |              |              |            |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor   | UNIFORMS/AUG               |              |              | \$45.69    |
| Invoice          | 2200820612                                | 8/29/2016                  |              |              |            |
| Transaction Date | 10/17/2016                                | ANNANDALE STAT             | 10100        | <b>Total</b> | \$232.77   |
| Refer            | 1708 BOLTON & MENK, INC.                  |                            |              |              |            |
| Cash Payment     | E 600-49400-596 Capital Outlay - Other Im | CLEARWATER ANNEXATION AREA |              |              | \$2,216.75 |
| Invoice          | 0194928                                   | 9/22/2016                  |              |              |            |
| Cash Payment     | E 601-49450-596 Capital Outlay - Other Im | CLEARWATER ANNEXATION AREA |              |              | \$2,216.75 |
| Invoice          | 0194928                                   | 9/22/2016                  |              |              |            |
| Transaction Date | 10/17/2016                                | ANNANDALE STAT             | 10100        | <b>Total</b> | \$4,433.50 |
| Refer            | 1735 CARD SERVICES                        |                            |              |              |            |
| Cash Payment     | E 600-49400-212 Motor Fuels               | FUEL PW                    |              |              | \$57.42    |
| Invoice          | 092008                                    | 9/20/2016                  |              |              |            |
| Cash Payment     | E 601-49450-212 Motor Fuels               | FUEL PW                    |              |              | \$30.00    |
| Invoice          | 092109                                    | 9/21/2016                  |              |              |            |
| Cash Payment     | E 230-42200-212 Motor Fuels               | FUEL FD                    |              |              | \$222.48   |
| Invoice          | OCT                                       | 10/1/2016                  |              |              |            |
| Transaction Date | 10/17/2016                                | ANNANDALE STAT             | 10100        | <b>Total</b> | \$309.90   |
| Refer            | 1707 CHADER BUSINESS EQUIPMENT            |                            |              |              |            |
| Cash Payment     | E 100-41000-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$68.98    |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 100-43100-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$1.29     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 100-43200-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$1.29     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 230-42200-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$1.29     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 240-45300-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$1.29     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 600-49400-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$43.11    |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 601-49450-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$43.11    |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 603-43200-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$6.04     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |
| Cash Payment     | E 603-49500-200 Office Supplies           | QUARTERLY COPY CHGS        |              |              | \$6.04     |
| Invoice          | IN14400                                   | 9/30/2016                  |              |              |            |

CITY OF CLEARWATER

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Payments

Current Period: October 2016

|                  |  |                      |       |              |             |
|------------------|--|----------------------|-------|--------------|-------------|
| Transaction Date | 10/17/2016                             | ANNANDALE STAT       | 10100 | <b>Total</b> | \$172.44    |
| Refer            | 1710 CHADER LEASING CORPORATION        |                      |       |              |             |
| Cash Payment     | E 100-41000-126 Rental/Lease           | COPIER LEASE NOV     |       |              | \$70.68     |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 100-43100-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$1.33      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 100-43200-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$1.33      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 230-42200-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$1.33      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 240-45300-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$1.33      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 600-49400-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$44.19     |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 601-49450-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$44.19     |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 603-43200-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$6.19      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Cash Payment     | E 603-49500-200 Office Supplies        | COPIER LEASE NOV     |       |              | \$6.19      |
| Invoice          | NOV 2016                               | 10/5/2016            |       |              |             |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT       | 10100 | <b>Total</b> | \$176.76    |
| Refer            | 1697 CLEAR LAKE/CLWTER SEWER AU        |                      |       |              |             |
| Cash Payment     | E 601-49450-300 Sewer Usage            | SEPT FLOW            |       |              | \$29,083.60 |
| Invoice          | 1038                                   | 10/4/2016            |       |              |             |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT       | 10100 | <b>Total</b> | \$29,083.60 |
| Refer            | 1734 CLEARWATER HARDWARE & BAIT        |                      |       |              |             |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C | BUSHING/COUPLING     |       |              | \$5.37      |
| Invoice          | 443877                                 | 9/6/2016             |       |              |             |
| Cash Payment     | E 100-43200-123 Operating Supplies     | DUCTAPE BLK          |       |              | \$10.98     |
| Invoice          | 444256                                 | 9/9/2016             |       |              |             |
| Cash Payment     | E 600-49400-123 Operating Supplies     | KEY CUTTING          |       |              | \$1.99      |
| Invoice          | 445763                                 | 9/26/2016            |       |              |             |
| Cash Payment     | E 100-41000-307 Repair & Maintenance C | MISC HARDWARE        |       |              | \$2.88      |
| Invoice          | 446083                                 | 9/30/2016            |       |              |             |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT       | 10100 | <b>Total</b> | \$21.22     |
| Refer            | 1729 CLEARWATER PARTS CITY AUTO        |                      |       |              |             |
| Cash Payment     | E 100-43210-414 02 Sterling Plow Truck | AIR FILTER           |       |              | \$61.55     |
| Invoice          | 62-308546                              | 10/6/2016            |       |              |             |
| Cash Payment     | E 240-45300-307 Repair & Maintenance C | SOLAR WELDERS        |       |              | \$18.47     |
| Invoice          | 62-308982                              | 10/11/2016           |       |              |             |
| Cash Payment     | E 100-43200-123 Operating Supplies     | FUEL AND OIL FILTERS |       |              | \$153.98    |
| Invoice          | 62-307805                              | 9/30/2016            |       |              |             |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT       | 10100 | <b>Total</b> | \$234.00    |
| Refer            | 1701 CLEARWATER TRAVEL PLAZA           |                      |       |              |             |
| Cash Payment     | E 600-49400-212 Motor Fuels            | FUEL PW              |       |              | \$127.41    |
| Invoice          | 08/2016                                | 8/31/2016            |       |              |             |
| Cash Payment     | E 100-43200-212 Motor Fuels            | FUEL PW              |       |              | \$56.60     |
| Invoice          | 08/2016                                | 8/31/2016            |       |              |             |

CITY OF CLEARWATER

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Payments

Current Period: October 2016

|                       |   |                                |                          |
|-----------------------|---|--------------------------------|--------------------------|
| Cash Payment          | E 230-42200-363 Automotive Ins          | FD VEHICLES                    | \$5,008.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-361 General Liability Ins   | EXPENDITURES                   | \$1,639.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-361 General Liability Ins   | LAND USE                       | \$2,737.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 601-49450-361 General Liability Ins   | SEWER BACKUP                   | \$2,164.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-361 General Liability Ins   | EMPLOYMENT                     | \$1,584.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 240-45300-362 Property Ins            | PARKS/PAVILLIONS               | \$12,958.00              |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-362 Property Ins            | CITY/MAINTENANCE               | \$2,474.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 601-49450-362 Property Ins            | SEWER                          | \$248.00                 |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 600-49400-362 Property Ins            | WATER                          | \$3,396.00               |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-362 Property Ins            | STREET PATCHER PW              | \$153.00                 |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-362 Property Ins            | SKID LOADER PW                 | \$108.00                 |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 230-42200-362 Property Ins            | RESCUE BOAT W/TRAILER          | \$99.00                  |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-362 Property Ins            | BRUSH BANDIT PW                | \$108.00                 |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Cash Payment          | E 100-49100-362 Property Ins            | LOADER PW                      | \$431.00                 |
| Invoice 54391         | 9/28/2016                               |                                |                          |
| Transaction Date      | 10/17/2016                              | ANNANDALE STAT 10100           | <b>Total</b> \$40,216.00 |
| Refer                 | 1705 MARKLOWITZ, BECKY                  |                                |                          |
| Cash Payment          | E 100-41000-125 Cleaning Service-Unifor | CLEANING SVCS SEPT             | \$275.00                 |
| Invoice 709471        | 9/30/2016                               |                                |                          |
| Cash Payment          | E 800-45200-125 Cleaning Service-Unifor | CLEANING SVCS SEPT             | \$120.00                 |
| Invoice 709471        | 9/30/2016                               |                                |                          |
| Cash Payment          | E 240-45300-125 Cleaning Service-Unifor | CLEANING SVCS SEPT             | \$100.00                 |
| Invoice 709471        | 9/30/2016                               |                                |                          |
| Cash Payment          | E 230-42200-125 Cleaning Service-Unifor | CLEANING SVCS SEPT             | \$25.00                  |
| Invoice 709471        | 9/30/2016                               |                                |                          |
| Cash Payment          | E 230-42200-125 Cleaning Service-Unifor | CLEANING SVCS SEPT             | \$25.00                  |
| Invoice 709471        | 9/30/2016                               |                                |                          |
| Transaction Date      | 10/17/2016                              | ANNANDALE STAT 10100           | <b>Total</b> \$545.00    |
| Refer                 | 1732 MENARDS - ST.CLOUD                 |                                |                          |
| Cash Payment          | E 240-45300-123 Operating Supplies      | PARTS BOX/STEEL/FBR GL/HANDLES | \$124.85                 |
| Invoice 33853         | 10/5/2016                               |                                |                          |
| Transaction Date      | 10/17/2016                              | ANNANDALE STAT 10100           | <b>Total</b> \$124.85    |
| Refer                 | 1724 MIDCO BUSINESS                     |                                |                          |
| Cash Payment          | E 100-41000-324 Internet                | OCTOBER INTERNET               | \$141.83                 |
| Invoice 1370097018307 | 10/2/2016                               |                                |                          |

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| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$141.83   |
| Refer            | 1702 MIMBACH FLEET SUPPLY              | -                                    |       |              |            |
| Cash Payment     | E 100-43200-123 Operating Supplies     | GLOVES/TOMCAT PELLETS/SIDE WIND JACK |       |              | \$133.93   |
| Invoice          | 123095 9/14/2016                       |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$133.93   |
| Refer            | 1731 MINNESOTA PIPE & EQUIP            | -                                    |       |              |            |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C | ADJUSTABLE VALVE STEM                |       |              | \$210.00   |
| Invoice          | 364720 9/7/2016                        |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$210.00   |
| Refer            | 1698 NCPERS                            | -                                    |       |              |            |
| Cash Payment     | G 100-21708 Life Insurance             | PREMIUM FOR 10/2016                  |       |              | \$48.00    |
| Invoice          | 092316 9/23/2016                       |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$48.00    |
| Refer            | 1704 NORTHERN TOOL & EQUIPMENT         | -                                    |       |              |            |
| Cash Payment     | E 100-43200-123 Operating Supplies     | JHOOK RATCHET                        |       |              | \$59.96    |
| Invoice          | 4161078236 10/2/2016                   |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$59.96    |
| Refer            | 1699 NOW IT CONNECTS, INC              | -                                    |       |              |            |
| Cash Payment     | E 100-41000-305 Contracted Services    | MANAGED SVCS OCT                     |       |              | \$135.00   |
| Invoice          | 9184 10/1/2016                         |                                      |       |              |            |
| Cash Payment     | E 100-41000-305 Contracted Services    | SERVER SLOW/RESTART                  |       |              | \$26.25    |
| Invoice          | 8854 7/21/2016                         |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$161.25   |
| Refer            | 1722 OXYGEN SERVICE COMPANY            | -                                    |       |              |            |
| Cash Payment     | E 100-43200-123 Operating Supplies     | CYLINDER RENTAL SEPT                 |       |              | \$27.90    |
| Invoice          | 03355896 9/30/2016                     |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$27.90    |
| Refer            | 1712 QUILL CORPORATION                 | -                                    |       |              |            |
| Cash Payment     | E 100-41000-200 Office Supplies        | PENS/STAPLES/LEGAL PADS              |       |              | \$57.94    |
| Invoice          | 9665526 10/3/2016                      |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$57.94    |
| Refer            | 1725 RAMSEY COUNTY                     | -                                    |       |              |            |
| Cash Payment     | E 100-41000-430 Miscellaneous          | NOTARY COMMISSION                    |       |              | \$20.00    |
| Invoice          | OCT 2016 10/17/2016                    |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$20.00    |
| Refer            | 1727 TRAUT WELLS, INC                  | -                                    |       |              |            |
| Cash Payment     | E 600-49400-902 Water or WW Testing Fe | LIONS BLDG SAMPLE #162027            |       |              | \$23.00    |
| Invoice          | 291078 10/7/2016                       |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$23.00    |
| Refer            | 1728 TRI-STATE PUMP & CONTROL INC      | -                                    |       |              |            |
| Cash Payment     | E 601-49450-307 Repair & Maintenance C | IMPELLER/WEAR RING/GASKET/OIL/LABOR  |       |              | \$3,144.00 |
| Invoice          | 438083 10/3/2016                       |                                      |       |              |            |
| Transaction Date | 10/17/2016                             | ANNANDALE STAT                       | 10100 | <b>Total</b> | \$3,144.00 |
| Refer            | 1723 VERIZON WIRELESS                  | -                                    |       |              |            |

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| Cash Payment     | E 601-49450-212 Motor Fuels             | FUEL PW                              |               | \$69.00                 |
| Invoice          | 08/2016                                 | 8/31/2016                            |               |                         |
| Cash Payment     | E 240-45300-212 Motor Fuels             | FUEL PW                              |               | \$6.48                  |
| Invoice          | 08/2016                                 | 8/31/2016                            |               |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$259.49   |
| Refer            | 1716 G&K SERVICES                       |                                      |               |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS SEPT                        |               | \$19.63                 |
| Invoice          | 1043565608                              | 9/2/2016                             |               |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS SEPT                        |               | \$19.63                 |
| Invoice          | 1043571208                              | 9/9/2016                             |               |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS SEPT                        |               | \$19.63                 |
| Invoice          | 1043576733                              | 9/16/2016                            |               |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS SEPT                        |               | \$19.63                 |
| Invoice          | 1043582281                              | 9/23/2016                            |               |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS SEPT                        |               | \$19.63                 |
| Invoice          | 1043587811                              | 9/30/2016                            |               |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$98.15    |
| Refer            | 1703 GREENER ALTERNATIVE INC            |                                      |               |                         |
| Cash Payment     | E 240-45300-305 Contracted Services     | WEED CONTROL                         |               | \$765.00                |
| Invoice          | 114193                                  | 9/16/2016                            |               |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$765.00   |
| Refer            | 1726 GRIES LENHARDT                     |                                      |               |                         |
| Cash Payment     | E 100-41600-304 Legal Fees              | REVIEW CORRESPONDENCE/CONTRACT       |               | \$2,225.00              |
| Invoice          | 49264                                   | 10/6/2016                            |               |                         |
| Cash Payment     | E 100-41600-304 Legal Fees              | KWIK TRIP ANNEXATION                 |               | \$540.00                |
| Invoice          | 49263                                   | 10/6/2016                            | Project 16-01 |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$2,765.00 |
| Refer            | 1730 HAWKINS, INC                       |                                      |               |                         |
| Cash Payment     | E 600-49400-123 Operating Supplies      | ACID/PHOSPHATE/REMOTE METER          |               | \$1,322.47              |
| Invoice          | 3962059                                 | 10/4/2016                            |               |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$1,322.47 |
| Refer            | 1733 K & N REPAIR AND DETAILING         |                                      |               |                         |
| Cash Payment     | E 100-43210-417 99 International Dump   | INSTALL NEW STEERING SECTOR/DOT INSP |               | \$2,397.28              |
| Invoice          | 5747                                    | 9/30/2016                            |               |                         |
| Transaction Date | 10/17/2016                              | ANNANDALE STAT                       | 10100         | <b>Total</b> \$2,397.28 |
| Refer            | 1711 LEAGUE OF MINNESOTA CITIES         |                                      |               |                         |
| Cash Payment     | E 100-49100-361 General Liability Ins   | ANNUAL INS PREMIUM                   |               | \$3,052.00              |
| Invoice          | 54392                                   | 9/28/2016                            |               |                         |
| Cash Payment     | E 100-49100-362 Property Ins            | SCHED >25000                         |               | \$1,520.00              |
| Invoice          | 54391                                   | 9/28/2016                            |               |                         |
| Cash Payment     | E 100-49100-362 Property Ins            | UNSCHED <25000                       |               | \$455.00                |
| Invoice          | 54391                                   | 9/28/2016                            |               |                         |
| Cash Payment     | E 100-49100-361 General Liability Ins   | BONDS                                |               | \$351.00                |
| Invoice          | 54391                                   | 9/28/2016                            |               |                         |
| Cash Payment     | E 100-49100-363 Automotive Ins          | CITY/PW VEHICLES                     |               | \$1,731.00              |
| Invoice          | 54391                                   | 9/28/2016                            |               |                         |

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| Cash Payment     | E 100-43200-321 Telephone                | PHONE PW SEPT           |       | \$52.26                  |
| Invoice          | 9773085546                               | 10/3/2016               |       |                          |
| Transaction Date | 10/17/2016                               | ANNANDALE STAT          | 10100 | <b>Total</b> \$52.26     |
| Refer            | 1737 WEST SHERBURNE TRIBUNE              |                         |       | -                        |
| Cash Payment     | E 100-41910-351 Legal Notices Publishing | CUP HEARING NOTICE      |       | \$112.80                 |
| Invoice          | 075710                                   | 10/2/2016               |       |                          |
| Transaction Date | 10/17/2016                               | ANNANDALE STAT          | 10100 | <b>Total</b> \$112.80    |
| Refer            | 1706 WRIGHT COUNTY AUDITOR/TREA          |                         |       | -                        |
| Cash Payment     | E 100-42100-305 Contracted Services      | OCTOBER PATROL SERVICES |       | \$16,348.00              |
| Invoice          | OCTOBER 16                               | 9/30/2016               |       |                          |
| Cash Payment     | E 100-42100-906 Contractual Reimb Fine/  | MAY FINES 2016          |       | \$156.64                 |
| Invoice          | OCTOBER 16                               | 9/30/2016               |       |                          |
| Cash Payment     | E 100-42100-906 Contractual Reimb Fine/  | JUNE FINES 2016         |       | \$158.56                 |
| Invoice          | OCTOBER 16                               | 9/30/2016               |       |                          |
| Cash Payment     | E 100-42100-906 Contractual Reimb Fine/  | JULY FINES 2016         |       | \$390.51                 |
| Invoice          | OCTOBER 16                               | 9/30/2016               |       |                          |
| Cash Payment     | E 100-42100-906 Contractual Reimb Fine/  | AUGUST FINES 2016       |       | \$379.94                 |
| Invoice          | OCTOBER 16                               | 9/30/2016               |       |                          |
| Transaction Date | 10/17/2016                               | ANNANDALE STAT          | 10100 | <b>Total</b> \$17,433.65 |

Fund Summary

10100 ANNANDALE STATE BANK

|                           |                     |
|---------------------------|---------------------|
| 100 GENERAL FUND          | \$40,791.61         |
| 230 FIRE AND RESCUE       | \$5,382.10          |
| 240 PARKS AND RECREATION  | \$13,975.42         |
| 600 WATER FUND            | \$7,447.71          |
| 601 SEWER FUND            | \$37,042.65         |
| 603 REFUSE (GARBAGE) FUND | \$24.46             |
| 800 LIBRARY FUND          | \$120.00            |
|                           | <b>\$104,783.95</b> |

|  |                     |
|--|---------------------|
| Pre-Written Check                      | \$0.00              |
| Checks to be Generated by the Computer | \$104,783.95        |
| <b>Total</b>                           | <b>\$104,783.95</b> |

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\*Check Summary Register©

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| Name   | Check Date | Check Amt          |                          |
|--|------------|--------------------|--------------------------|
| <b>10100 ANNANDALE STATE BANK</b>            |            |                    |                          |
| Paid Chk# 010401E AEM FINANCIAL SOLUTIONS LL | 10/4/2016  | \$3,183.00         | JULY 2016 FINANCIAL SVCS |
| Paid Chk# 010402E MINNESOTA REVENUE          | 10/5/2016  | \$787.00           | SALES TAX SEPT 2016      |
| Paid Chk# 010405E AEM FINANCIAL SOLUTIONS LL | 10/24/2016 | \$3,183.00         | SEPT 2016 FINANCIAL SVCS |
| Paid Chk# 010406E ADVANCED DISPOSAL          | 10/15/2016 | \$6,066.80         | AUGUST 2016              |
| Paid Chk# 010407E FRONTIER COMMUNICATIONS    | 10/19/2016 | \$806.58           | SEPT PHONE CHARGES       |
| Paid Chk# 010408E MINNESOTA UI FUND          | 10/12/2016 | \$709.43           | QTR 3 UNEMPLOYMENT       |
| <b>Total Checks</b>                          |            | <b>\$14,735.81</b> |                          |

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| Batch Name       | 100316 CCMTG                              | User Dollar Amt              | \$119,936.36 |              |                    |
|------------------|---|------------------------------|--------------|--------------|--------------------|
| Payments         |   | Computer Dollar Amt          | \$119,936.36 | \$0.00       | In Balance         |
| Refer            | 1679 <i>BEAUDRY OIL COMPANY</i>           | -                            |              |              |                    |
| Cash Payment     | E 240-45300-212 Motor Fuels               | DYED ULTRA LOW SULFUR DIESEL |              |              | \$655.20           |
| Invoice          | 833084 9/16/2016                          |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$655.20</b>    |
| Refer            | 1661 <i>BEUNING, LLC</i>                  | -                            |              |              |                    |
| Cash Payment     | E 800-45200-126 Rental/Lease              | OCT RENT                     |              |              | \$1,321.00         |
| Invoice          | 1545 9/15/2016                            |                              |              |              |                    |
| Cash Payment     | E 800-45200-305 Contracted Services       | AUG CAM LAWN                 |              |              | \$70.77            |
| Invoice          | 1546 9/15/2016                            |                              |              |              |                    |
| Cash Payment     | E 800-45200-382 Utilities                 | AUG CAM ELEC                 |              |              | \$29.27            |
| Invoice          | 1546 9/15/2016                            |                              |              |              |                    |
| Cash Payment     | E 800-45200-362 Property Ins              | AUG CAM INS                  |              |              | \$114.66           |
| Invoice          | 1546 9/15/2016                            |                              |              |              |                    |
| Cash Payment     | E 800-45200-205 Taxes and Assessments     | AUG CAM TAXES                |              |              | \$232.31           |
| Invoice          | 1546 9/15/2016                            |                              |              |              |                    |
| Cash Payment     | E 800-45200-305 Contracted Services       | AUG CAM LAWN                 |              |              | \$21.42            |
| Invoice          | 1546 9/15/2016                            |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$1,789.43</b>  |
| Refer            | 1677 <i>CCP INDUSTRIES INC.</i>           | -                            |              |              |                    |
| Cash Payment     | E 100-43200-123 Operating Supplies        | BIG ROLL TOWELS              |              |              | \$98.91            |
| Invoice          | 01759430 9/12/2016                        |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$98.91</b>     |
| Refer            | 1660 <i>CLEAR LAKE/CLWTER SEWER AU</i>    | -                            |              |              |                    |
| Cash Payment     | E 601-49450-300 Sewer Usage               | AUGUST FLOW                  |              |              | \$30,444.96        |
| Invoice          | 1037 9/19/2016                            |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$30,444.96</b> |
| Refer            | 1676 <i>CLEARWATER PARTS CITY AUTO</i>    | -                            |              |              |                    |
| Cash Payment     | E 100-43210-422 Caterpillar Skid Steer    | HYD FILTER/FUEL FILTER       |              |              | \$84.83            |
| Invoice          | 62-306984 9/22/2016                       |                              |              |              |                    |
| Cash Payment     | E 100-43200-123 Operating Supplies        | RAIN X REPEL                 |              |              | \$13.17            |
| Invoice          | 62-307027 9/22/2016                       |                              |              |              |                    |
| Cash Payment     | E 100-43200-123 Operating Supplies        | ENGINE CLEANER               |              |              | \$4.99             |
| Invoice          | 62-307135 9/23/2016                       |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$102.99</b>    |
| Refer            | 1670 <i>FLAGSHIP RECREATION LLC</i>       | -                            |              |              |                    |
| Cash Payment     | E 270-41000-596 Capital Outlay - Other Im | SWINGS SPORTSMAN PARK        |              |              | \$970.20           |
| Invoice          | F6439 9/22/2016                           |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$970.20</b>    |
| Refer            | 1681 <i>JOHN DEERE FINANCIAL</i>          | -                            |              |              |                    |
| Cash Payment     | E 240-45300-307 Repair & Maintenance C    | PIN SNAP RING/MIDWEST MACH   |              |              | \$18.47            |
| Invoice          | 1324166 8/16/2016                         |                              |              |              |                    |
| Transaction Date | 10/3/2016                                 | ANNANDALE STAT 10100         |              | <b>Total</b> | <b>\$18.47</b>     |
| Refer            | 1659 <i>KEVIN KRESS</i>                   | -                            |              |              |                    |

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| Cash Payment     | E 100-41410-331                 | Travel Expenses           | MILEAGE - ELECTIONS                 |               | \$30.25     |
| Invoice          | AUG                             | 9/21/2016                 |                                     |               |             |
| Cash Payment     | E 100-41100-208                 | Training and Instruction  | SCO WCEDP MTG                       |               | \$17.25     |
| Invoice          | SEPT                            | 9/21/2016                 |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$47.50     |
| Refer            | 1664 LANDSCAPE STRUCTURES       |                           |                                     |               |             |
| Cash Payment     | E 270-41000-596                 | Capital Outlay - Other Im | DEPOSIT FOR ELDORADO PARK UPGRADE   |               | \$65,255.50 |
| Invoice          | ELDORADO PA                     | 9/19/2016                 |                                     | Project 15-02 |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$65,255.50 |
| Refer            | 1673 LEAGUE OF MINNESOTA CITIES |                           |                                     |               |             |
| Cash Payment     | E 600-49400-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$1,233.05  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 601-49450-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$1,158.08  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 230-42200-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$6,861.22  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 100-49100-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$1,130.11  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 240-45300-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$1,098.78  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 603-43200-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$578.48    |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 100-49100-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$71.62     |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Cash Payment     | E 100-43200-152                 | Worker s Comp Insuranc    | ANNUAL WORKERS COMP INS             |               | \$5,952.66  |
| Invoice          | 33013                           | 9/20/2016                 |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$18,084.00 |
| Refer            | 1678 MENARDS - ST.CLOUD         |                           |                                     |               |             |
| Cash Payment     | E 240-45300-307                 | Repair & Maintenance C    | TENSION BAR/GATE CLIP/CARIAGE BOLTS |               | \$30.27     |
| Invoice          | 32303                           | 9/15/2016                 |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$30.27     |
| Refer            | 1671 MIDWAY IRON                |                           |                                     |               |             |
| Cash Payment     | E 600-49400-307                 | Repair & Maintenance C    | STEEL TUBE                          |               | \$44.53     |
| Invoice          | 325784                          | 9/8/2016                  |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$44.53     |
| Refer            | 1683 MN DNR WATERS              |                           |                                     |               |             |
| Cash Payment     | E 600-49400-433                 | Dues and Subscriptions    | APPLICATION FEE                     |               | \$150.00    |
| Invoice          | 2016-1793                       | 9/22/2016                 |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$150.00    |
| Refer            | 1680 REDS AUTO ELECTRIC INC     |                           |                                     |               |             |
| Cash Payment     | E 100-43210-417                 | 99 International Dump     | STARTER REPAIR/BUSHING/SOLENOID     |               | \$142.95    |
| Invoice          | E11796                          | 9/14/2016                 |                                     |               |             |
| Transaction Date | 10/3/2016                       |                           | ANNANDALE STAT 10100                | <b>Total</b>  | \$142.95    |
| Refer            | 1682 S & A REPAIR               |                           |                                     |               |             |
| Cash Payment     | E 240-45300-307                 | Repair & Maintenance C    | MOWER TUBE                          |               | \$33.02     |
| Invoice          | J001138                         | 9/10/2016                 |                                     |               |             |

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|                  |  |                            |       |              |          |
|------------------|--|----------------------------|-------|--------------|----------|
| Transaction Date | 10/3/2016                              | ANNANDALE STAT             | 10100 | <b>Total</b> | \$33.02  |
| Refer            | 1658 SANITATION SERVICES               |                            |       |              |          |
| Cash Payment     | E 240-45300-383 Sanitation             | HANDICAP RESTROOM RENTAL   |       |              | \$384.00 |
| Invoice          | 7031 9/16/2016                         |                            |       |              |          |
| Transaction Date | 10/3/2016                              | ANNANDALE STAT             | 10100 | <b>Total</b> | \$384.00 |
| Refer            | 1663 SHERBURNE COUNTY RECORDER         |                            |       |              |          |
| Cash Payment     | E 100-41000-430 Miscellaneous          | NOTARY COMMISSION RECORDER |       |              | \$20.00  |
| Invoice          | JL 6174636 9/8/2016                    |                            |       |              |          |
| Transaction Date | 10/3/2016                              | ANNANDALE STAT             | 10100 | <b>Total</b> | \$20.00  |
| Refer            | 1692 TOPS PLUS                         |                            |       |              |          |
| Cash Payment     | E 100-41000-307 Repair & Maintenance C | OFFICE COUNTERTOP          |       |              | \$322.30 |
| Invoice          | OFFICE 9/28/2016                       |                            |       |              |          |
| Transaction Date | 10/3/2016                              | ANNANDALE STAT             | 10100 | <b>Total</b> | \$322.30 |
| Refer            | 1675 TRAUT WELLS, INC                  |                            |       |              |          |
| Cash Payment     | E 600-49400-902 Water or WW Testing Fe | BURGER KING #161874        |       |              | \$23.00  |
| Invoice          | 290409 9/16/2016                       |                            |       |              |          |
| Transaction Date | 10/3/2016                              | ANNANDALE STAT             | 10100 | <b>Total</b> | \$23.00  |
| Refer            | 1672 US BANK CORP PAYMENT SYSTE        |                            |       |              |          |
| Cash Payment     | E 100-41000-433 Dues and Subscriptions | EXCHANGE ON LINE           |       |              | \$16.00  |
| Invoice          | AUGUST 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-433 Dues and Subscriptions | ACTIVE 911 SUBSCRIPTION    |       |              | \$12.92  |
| Invoice          | 081516 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-245 Medical Supplies       | PURELL DISPENSER           |       |              | \$15.74  |
| Invoice          | 082216 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-245 Medical Supplies       | PURELL REFILLS             |       |              | \$49.49  |
| Invoice          | 082816 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | LABEL TAPE CARTRIDGE       |       |              | \$33.32  |
| Invoice          | 082516 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-123 Operating Supplies     | EMERGENCY LIGHTS           |       |              | \$137.31 |
| Invoice          | 082316 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-123 Operating Supplies     | EMERGENCY LIGHTS           |       |              | \$159.80 |
| Invoice          | 082216 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-245 Medical Supplies       | BANDAGES                   |       |              | \$11.99  |
| Invoice          | 082216 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | PAPER TOWEL DISPENSER      |       |              | \$18.23  |
| Invoice          | 082216 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | PAPER TOWELS               |       |              | \$20.36  |
| Invoice          | 082216 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | WASH BRUSH                 |       |              | \$10.61  |
| Invoice          | 082316 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | WASH BRUSH                 |       |              | \$10.61  |
| Invoice          | 082316 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-200 Office Supplies        | WASH BRUSH                 |       |              | \$10.61  |
| Invoice          | 082316 9/12/2016                       |                            |       |              |          |
| Cash Payment     | E 230-42200-123 Operating Supplies     | DYRING CHAMOIS             |       |              | \$118.00 |
| Invoice          | 082316 9/12/2016                       |                            |       |              |          |

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Current Period: October 2016

|                  |   |                             |       |                         |
|------------------|---|-----------------------------|-------|-------------------------|
| Cash Payment     | E 230-42200-200 Office Supplies         | SANITIZING HAND WIPES       |       | \$36.34                 |
| Invoice          | 091216                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 230-42200-200 Office Supplies         | BADGE CLIPS                 |       | \$15.18                 |
| Invoice          | 091916                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 230-42200-245 Medical Supplies        | SANITIZING HAND WIPES       |       | \$18.38                 |
| Invoice          | 091216                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 230-42200-433 Dues and Subscriptions  | SUBSCRIPTION UPGRADE        |       | \$5.24                  |
| Invoice          | 091416                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 100-41000-123 Operating Supplies      | NOTARY STAMPS               |       | \$36.40                 |
| Invoice          | 091316                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 100-43200-240 Small Tools and Minor E | ROTARY LASER KIT            |       | \$200.00                |
| Invoice          | 092016                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 100-43200-123 Operating Supplies      | ROTARY LASER KIT            |       | \$100.00                |
| Invoice          | 092016                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 240-45340-123 Operating Supplies      | ROTARY LASER KIT            |       | \$100.00                |
| Invoice          | 092016                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 600-49400-123 Operating Supplies      | ROTARY LASER KIT            |       | \$76.00                 |
| Invoice          | 092016                                  | 9/12/2016                   |       |                         |
| Cash Payment     | E 601-49450-123 Operating Supplies      | ROTARY LASER KIT            |       | \$75.99                 |
| Invoice          | 092016                                  | 9/12/2016                   |       |                         |
| Transaction Date | 10/3/2016                               | ANNANDALE STAT              | 10100 | <b>Total</b> \$1,299.13 |
| Refer            | 1662 WRIGHT COUNTY RECORDERS D          |                             |       |                         |
| Cash Payment     | E 100-41000-430 Miscellaneous           | NOTARY COMMISSION RECORDING |       | \$20.00                 |
| Invoice          | KK 31076180                             | 9/8/2016                    |       |                         |
| Transaction Date | 10/3/2016                               | ANNANDALE STAT              | 10100 | <b>Total</b> \$20.00    |

Fund Summary

| 10100 ANNANDALE STATE BANK |                     |
|----------------------------|---------------------|
| 100 GENERAL FUND           | \$8,261.44          |
| 230 FIRE AND RESCUE        | \$7,555.96          |
| 240 PARKS AND RECREATION   | \$2,319.74          |
| 270 LOCAL OPTION SALES TAX | \$66,225.70         |
| 600 WATER FUND             | \$1,526.58          |
| 601 SEWER FUND             | \$31,679.03         |
| 603 REFUSE (GARBAGE) FUND  | \$578.48            |
| 800 LIBRARY FUND           | \$1,789.43          |
|                            | <u>\$119,936.36</u> |

|  |                     |
|--|---------------------|
| Pre-Written Check                      | \$0.00              |
| Checks to be Generated by the Computer | \$119,936.36        |
| <b>Total</b>                           | <b>\$119,936.36</b> |

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\*Check Summary Register©

September 2016 to October 2016

| Name  | Check Date | Check Amt          |                            |
|---|------------|--------------------|----------------------------|
| <b>10100 ANNANDALE STATE BANK</b>           |            |                    |                            |
| Paid Chk# 010386E UNITED STATES TREASURY    | 9/15/2016  | \$555.90           | 941 PENALTY                |
| Paid Chk# 010387E WRIGHT HENNEPIN COOP ELEC | 9/27/2016  | \$576.27           | AUGUST UTILITIES           |
| Paid Chk# 010388E UNITED STATES TREASURY    | 9/26/2016  | \$470.80           | 941 CC 3RD QTR             |
| Paid Chk# 010389E MINNESOTA REVENUE         | 9/26/2016  | \$14.48            | STATE WITH HOLDING CC      |
| Paid Chk# 010390E PRINCIPAL FINANCIAL GROUP | 10/1/2016  | \$303.76           | LIFE INS OCTOBER           |
| Paid Chk# 010391E XCEL ENERGY               | 10/3/2016  | \$1,430.68         | OCTOBER UTILITIES          |
| Paid Chk# 010392E XCEL ENERGY               | 10/19/2016 | \$3,012.73         | OCTOBER UTILITIES          |
| Paid Chk# 010393E UNITED STATES TREASURY    | 9/30/2016  | \$1,134.51         | 941 QTR 3 FD               |
| Paid Chk# 010394E MINNESOTA REVENUE         | 9/30/2016  | \$52.82            | STATE WITHHOLDING QTR 3 FD |
| Paid Chk# 010395E AFLAC                     | 10/13/2016 | \$162.34           | EMPLOYEE PAID INS OCT      |
| Paid Chk# 010396E UNITED STATES TREASURY    | 10/5/2016  | \$2,991.78         | 941 PP 20.16               |
| Paid Chk# 010397E MINNESOTA REVENUE         | 10/5/2016  | \$506.72           | STATE WITH HOLDING PP20.16 |
| Paid Chk# 010398E PUBLIC EMPLOYEES RETIREME | 10/5/2016  | \$1,515.76         | PERA PP 20.16              |
| Paid Chk# 010399E ANNANDALE STATE BANK      | 10/4/2016  | \$183.40           | PSN AUG FEES               |
| Paid Chk# 010400E ANNANDALE STATE BANK      | 10/4/2016  | \$228.75           | PIVITOL AUG FEES           |
| <b>Total Checks</b>                         |            | <b>\$13,140.70</b> |                            |

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| Batch Name       | 091916 CCMTG                            |                            |             |              |                 |
|------------------|---|----------------------------|-------------|--------------|-----------------|
| Payment          |   | Computer Dollar Amt        | \$36,274.50 | Posted       |                 |
| Refer            | 1608 AMERIPRIDE                         |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS JULY              |             |              | \$49.07         |
| Invoice          | 2200800356 7/4/2016                     |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS JULY              |             |              | \$51.90         |
| Invoice          | 2200802771 7/11/2016                    |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS JULY              |             |              | \$45.69         |
| Invoice          | 2200805445 7/18/2016                    |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS JULY              |             |              | \$40.99         |
| Invoice          | 2200807945 7/25/2016                    |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS AUGUST            |             |              | \$45.69         |
| Invoice          | 2200810484 8/1/2016                     |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS AUGUST            |             |              | \$51.90         |
| Invoice          | 2200813011 8/8/2016                     |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS AUGUST            |             |              | \$45.69         |
| Invoice          | 2200815573 8/15/2016                    |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | UNIFORMS AUGUST            |             |              | \$40.99         |
| Invoice          | 2200818052 8/22/2016                    |                            |             |              |                 |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | RUGS SEPT CITY HALL        |             |              | \$25.00         |
| Invoice          | 2200825612 9/12/2016                    |                            |             |              |                 |
| Cash Payment     | E 230-42200-125 Cleaning Service-Unifor | RUGS SEPT FD               |             |              | \$26.06         |
| Invoice          | 2200825611 9/12/2016                    |                            |             |              |                 |
| Cash Payment     | E 800-45200-125 Cleaning Service-Unifor | RUGS SEPT LIBR             |             |              | \$25.00         |
| Invoice          | 2200825600 9/12/2016                    |                            |             |              |                 |
| Transaction Date | 9/19/2016                               | Due 0 ANNANDALE STAT 10100 |             | <b>Total</b> | <b>\$447.98</b> |
| Refer            | 1645 CARD SERVICES                      |                            |             |              |                 |
| Cash Payment     | E 230-42200-212 Motor Fuels             | FUEL FD ENIGINE 11         |             |              | \$73.00         |
| Invoice          | 080614 8/6/2016                         |                            |             |              |                 |
| Cash Payment     | E 230-42200-212 Motor Fuels             | FUEL FD                    |             |              | \$69.82         |
| Invoice          | 080618 8/6/2016                         |                            |             |              |                 |
| Cash Payment     | E 230-42200-212 Motor Fuels             | FUEL FD UTILITY 11         |             |              | \$40.80         |
| Invoice          | 082517 8/25/2016                        |                            |             |              |                 |
| Cash Payment     | E 100-43200-212 Motor Fuels             | FUEL PW                    |             |              | \$15.80         |
| Invoice          | 081613 8/16/2016                        |                            |             |              |                 |
| Cash Payment     | E 240-45300-212 Motor Fuels             | FUEL PW                    |             |              | \$5.77          |
| Invoice          | 80114 8/1/2016                          |                            |             |              |                 |
| Cash Payment     | E 600-49400-212 Motor Fuels             | FUEL PW                    |             |              | \$65.35         |
| Invoice          | 082910 8/29/2016                        |                            |             |              |                 |
| Cash Payment     | E 601-49450-212 Motor Fuels             | FUEL PW                    |             |              | \$10.74         |
| Invoice          | 80110 8/1/2016                          |                            |             |              |                 |
| Cash Payment     | E 230-42200-212 Motor Fuels             | FUEL                       |             |              | \$36.47         |
| Invoice          | AUGUST 16 8/29/2016                     |                            |             |              |                 |
| Cash Payment     | E 100-43200-212 Motor Fuels             | FUEL                       |             |              | \$36.47         |
| Invoice          | AUGUST 16 8/29/2016                     |                            |             |              |                 |
| Cash Payment     | E 600-49400-212 Motor Fuels             | FUEL                       |             |              | \$36.47         |
| Invoice          | AUGUST 16 8/29/2016                     |                            |             |              |                 |

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|------------------|--|---------------------|----------------|-------|-----------------------|
| Cash Payment     | E 601-49450-212 Motor Fuels            | FUEL                |                |       | \$36.47               |
| Invoice          | AUGUST 16                              | 8/29/2016           |                |       |                       |
| Cash Payment     | E 240-45300-212 Motor Fuels            | FUEL                |                |       | \$36.47               |
| Invoice          | AUGUST 16                              | 8/29/2016           |                |       |                       |
| Transaction Date | 9/19/2016                              | Due 0               | ANNANDALE STAT | 10100 | <b>Total</b> \$463.63 |
| Refer            | 1639 CHADER LEASING CORPORATION        |                     |                |       |                       |
| Cash Payment     | E 100-41000-126 Rental/Lease           | COPIE LEASE OCTOBER |                |       | \$70.68               |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 100-43100-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$1.33                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 100-43200-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$1.33                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 230-42200-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$1.33                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 240-45300-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$1.33                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 600-49400-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$44.19               |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 601-49450-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$44.19               |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 603-43200-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$6.19                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Cash Payment     | E 603-49500-200 Office Supplies        | COPIE LEASE OCTOBER |                |       | \$6.19                |
| Invoice          | OCT 2016                               | 9/14/2016           |                |       |                       |
| Transaction Date | 9/19/2016                              | Due 0               | ANNANDALE STAT | 10100 | <b>Total</b> \$176.76 |
| Refer            | 1615 CITY OF CLEARWATER                |                     |                |       |                       |
| Cash Payment     | E 800-45200-382 Utilities              | LIBRARY UTILITIES   |                |       | \$77.26               |
| Invoice          | 090716                                 | 9/7/2016            |                |       |                       |
| Transaction Date | 9/19/2016                              | Due 0               | ANNANDALE STAT | 10100 | <b>Total</b> \$77.26  |
| Refer            | 1644 CLEARWATER HARDWARE & BAIT        |                     |                |       |                       |
| Cash Payment     | E 230-42200-123 Operating Supplies     | TAPE/ROPE/MARKER FD |                |       | \$29.96               |
| Invoice          | 440642                                 | 8/5/2016            |                |       |                       |
| Cash Payment     | E 100-43100-123 Operating Supplies     | MARKING PAINT       |                |       | \$27.96               |
| Invoice          | 440086                                 | 8/1/2016            |                |       |                       |
| Cash Payment     | E 240-45300-307 Repair & Maintenance C | ROPE HANDLES        |                |       | \$4.49                |
| Invoice          | 440142                                 | 8/1/2016            |                |       |                       |
| Cash Payment     | E 100-43100-307 Repair & Maintenance C | MISC HARDWARE       |                |       | \$0.60                |
| Invoice          | 440578                                 | 8/5/2016            |                |       |                       |
| Cash Payment     | E 100-41410-123 Operating Supplies     | MASK TAPE           |                |       | \$17.98               |
| Invoice          | 440941                                 | 8/8/2016            |                |       |                       |
| Cash Payment     | E 240-45300-307 Repair & Maintenance C | MWR BLADE           |                |       | \$17.99               |
| Invoice          | 440961                                 | 8/9/2016            |                |       |                       |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C | CONNETOR/ELBOW      |                |       | \$11.47               |
| Invoice          | 441063                                 | 8/9/2016            |                |       |                       |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C | SEAL/BUSHINGS       |                |       | \$22.13               |
| Invoice          | 441065                                 | 8/9/2016            |                |       |                       |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C | MISC HARDWARE       |                |       | \$1.96                |
| Invoice          | 441398                                 | 8/12/2016           |                |       |                       |

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|--------------------|---|---------------------------|----------------|-------|-------------------------|
| Cash Payment       | E 600-49400-307 Repair & Maintenance C    | MISC HARDWARE             |                |       | \$3.40                  |
| Invoice 441908     | 8/16/2016                                 |                           |                |       |                         |
| Cash Payment       | E 600-49400-123 Operating Supplies        | STOPWATCH                 |                |       | \$9.99                  |
| Invoice 441957     | 8/17/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43100-123 Operating Supplies        | BLUE MARKING PAINT        |                |       | \$15.98                 |
| Invoice 441959     | 8/17/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43100-307 Repair & Maintenance C    | MISC HARDWARE             |                |       | \$2.60                  |
| Invoice 442581     | 8/23/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43200-123 Operating Supplies        | MISC HARDWARE             |                |       | \$2.88                  |
| Invoice 442823     | 8/25/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43100-307 Repair & Maintenance C    | MISC HARDWARE             |                |       | \$22.08                 |
| Invoice 442875     | 8/26/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43100-307 Repair & Maintenance C    | MISC HARDWARE             |                |       | \$1.08                  |
| Invoice 442881     | 8/26/2016                                 |                           |                |       |                         |
| Transaction Date   | 9/19/2016                                 | Due 0                     | ANNANDALE STAT | 10100 | <b>Total</b> \$192.55   |
| Refer              | 1650 CLEARWATER PARTS CITY AUTO           |                           |                |       |                         |
| Cash Payment       | E 100-43210-417 99 International Dump     | OIL AND FUEL FILTERS      |                |       | \$87.98                 |
| Invoice 62-306132  | 9/14/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43210-418 05 Dodge 1/2 Ton          | WATER PUMP                |                |       | \$51.99                 |
| Invoice 62-305797  | 9/12/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43200-123 Operating Supplies        | GLOBAL EXTEN /WIPER FLUID |                |       | \$41.34                 |
| Invoice 62-305863  | 9/12/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43200-123 Operating Supplies        | BATTERY PACK              |                |       | \$14.99                 |
| Invoice 62-306085  | 9/14/2016                                 |                           |                |       |                         |
| Cash Payment       | E 100-43200-123 Operating Supplies        | GREASE                    |                |       | \$61.60                 |
| Invoice 62-305554  | 9/9/2016                                  |                           |                |       |                         |
| Cash Payment       | E 240-45300-307 Repair & Maintenance C    | BOLEN/CASE                |                |       | \$18.46                 |
| Invoice 62-305580  | 9/9/2016                                  |                           |                |       |                         |
| Cash Payment       | E 100-43200-307 Repair & Maintenance C    | FPT BRASS                 |                |       | \$4.95                  |
| Invoice 62-305367  | 9/8/2016                                  |                           |                |       |                         |
| Cash Payment       | E 240-45300-307 Repair & Maintenance C    | MISC AUTO PARTS           |                |       | \$18.47                 |
| Invoice 62-305368  | 9/8/2016                                  |                           |                |       |                         |
| Transaction Date   | 9/19/2016                                 | Due 0                     | ANNANDALE STAT | 10100 | <b>Total</b> \$299.78   |
| Refer              | 1641 ESCALADE SPORTS                      |                           |                |       |                         |
| Cash Payment       | E 270-41000-596 Capital Outlay - Other Im | BASKETBALL HOOPS          |                |       | \$8,999.96              |
| Invoice SS46072A3  | 9/13/2016                                 |                           |                |       |                         |
| Cash Payment       | E 270-41000-596 Capital Outlay - Other Im | SHIPPING                  |                |       | \$200.00                |
| Invoice SS46072A3  | 9/13/2016                                 |                           |                |       |                         |
| Transaction Date   | 9/19/2016                                 | Due 0                     | ANNANDALE STAT | 10100 | <b>Total</b> \$9,199.96 |
| Refer              | 1646 FACETIME BUSINESS RESOURCE           |                           |                |       |                         |
| Cash Payment       | E 230-42200-206 Fire Prevention           | 60 DUTY TEES FD           |                |       | \$570.00                |
| Invoice 5960       | 8/3/2016                                  |                           |                |       |                         |
| Transaction Date   | 9/19/2016                                 | Due 0                     | ANNANDALE STAT | 10100 | <b>Total</b> \$570.00   |
| Refer              | 1621 G&K SERVICES                         |                           |                |       |                         |
| Cash Payment       | E 100-43200-125 Cleaning Service-Unifor   | AUGUST UNIFORMS           |                |       | \$19.63                 |
| Invoice 1043543399 | 8/5/2016                                  |                           |                |       |                         |
| Cash Payment       | E 100-43200-125 Cleaning Service-Unifor   | AUGUST UNIFORMS           |                |       | \$19.63                 |
| Invoice 1043548982 | 8/12/2016                                 |                           |                |       |                         |

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|------------------|---|--------------------------------|----------------------|-------------------------|
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | AUGUST UNIFORMS                |                      | \$19.63                 |
| Invoice          | 1043554497                              | 8/19/2016                      |                      |                         |
| Cash Payment     | E 100-43200-125 Cleaning Service-Unifor | AUGUST UNIFORMS                |                      | \$19.63                 |
| Invoice          | 1043560064                              | 8/26/2016                      |                      |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$78.52    |
| Refer            | 1648 GOPHER STATE ONE-CALL              | -                              |                      |                         |
| Cash Payment     | E 600-49400-151 W/S Locates             | FAX TICKETS                    |                      | \$11.47                 |
| Invoice          | 6080267                                 | 8/31/2016                      |                      |                         |
| Cash Payment     | E 601-49450-151 W/S Locates             | FAX TICKETS                    |                      | \$11.48                 |
| Invoice          | 6080267                                 | 8/31/2016                      |                      |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$22.95    |
| Refer            | 1643 GRANITE ELECTRONICS                | -                              |                      |                         |
| Cash Payment     | E 230-42200-565 Operating Equipment     | CLIP BELT/BATTERY PACK/CHARGER |                      | \$161.28                |
| Invoice          | 153002363-1                             | 8/25/2016                      |                      |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$161.28   |
| Refer            | 1636 GRIES LENHARDT                     | -                              |                      |                         |
| Cash Payment     | E 100-41600-304 Legal Fees              | REVIEW CORRESPONDENCE          |                      | \$1,235.00              |
| Invoice          | 49037                                   | 9/9/2016                       | Project 16-01        |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$1,235.00 |
| Refer            | 1637 GRIES LENHARDT                     | -                              |                      |                         |
| Cash Payment     | E 100-41600-304 Legal Fees              | KWIK TRIP                      |                      | \$1,005.00              |
| Invoice          | 49036                                   | 9/9/2016                       | Project 16-01        |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$1,005.00 |
| Refer            | 1649 HENRYS WATERWORKS INC              | -                              |                      |                         |
| Cash Payment     | E 600-49400-307 Repair & Maintenance C  | HYDRANT GREASE                 |                      | \$126.00                |
| Invoice          | 18621                                   | 9/2/2016                       |                      |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$126.00   |
| Refer            | 1651 LANDFORM PROFESSIONAL SVC          | -                              |                      |                         |
| Cash Payment     | E 100-41920-313 City Planner Fees       | PLANNER 11 KWIK TRIP           |                      | \$1,212.75              |
| Invoice          | 24871                                   | 9/15/2016                      | Project 16-01        |                         |
| Cash Payment     | E 100-41920-313 City Planner Fees       | PRINC PLANNER KWIK TRIP        |                      | \$218.75                |
| Invoice          | 24871                                   | 9/15/2016                      | Project 16-01        |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$1,431.50 |
| Refer            | 1623 LEAGUE OF MINNESOTA CITIES         | -                              |                      |                         |
| Cash Payment     | E 100-41000-433 Dues and Subscriptions  | MEMBERSHIP DUES 2016           |                      | \$1,997.00              |
| Invoice          | 239156                                  | 9/1/2016                       |                      |                         |
| Cash Payment     | E 100-41300-433 Dues and Subscriptions  | MN MAYORS MEMBERSHIP           |                      | \$30.00                 |
| Invoice          | 2016                                    | 9/1/2016                       |                      |                         |
| Transaction Date | 9/19/2016                               | Due 0                          | ANNANDALE STAT 10100 | <b>Total</b> \$2,027.00 |
| Refer            | 1616 MARKLOWITZ, BECKY                  | -                              |                      |                         |
| Cash Payment     | E 100-41000-125 Cleaning Service-Unifor | CLEANING SVC CITY HALL         |                      | \$325.00                |
| Invoice          | 709468                                  | 8/31/2016                      |                      |                         |
| Cash Payment     | E 800-45200-125 Cleaning Service-Unifor | CLEANING SVC LIBRARY           |                      | \$200.00                |
| Invoice          | 709468                                  | 8/31/2016                      |                      |                         |
| Cash Payment     | E 240-45300-125 Cleaning Service-Unifor | CLEANING SVC SPORTSMAN         |                      | \$125.00                |
| Invoice          | 709468                                  | 8/31/2016                      |                      |                         |

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Payments

Current Period: September 2016

|                  |   |                                 |                |       |                       |
|------------------|---|---------------------------------|----------------|-------|-----------------------|
| Cash Payment     | E 240-45320-906 Contractual Reimb Fine/ | CLEANING SVC LIONS              |                |       | \$25.00               |
| Invoice          | 709468                                  | 8/31/2016                       |                |       |                       |
| Cash Payment     | E 230-42200-125 Cleaning Service-Unifor | CLEANING SVC FD                 |                |       | \$25.00               |
| Invoice          | 709468                                  | 8/31/2016                       |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$700.00 |
| Refer            | 1642 MOTOROLA                           |                                 |                |       |                       |
| Cash Payment     | E 230-42200-565 Operating Equipment     | 4 BATT IMPRES NIMH              |                |       | \$220.00              |
| Invoice          | 13125231                                | 8/29/2016                       |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$220.00 |
| Refer            | 1633 MPCA                               |                                 |                |       |                       |
| Cash Payment     | E 601-49450-433 Dues and Subscriptions  | CERT RENEWAL JAMES KIRCHENBAUER |                |       | \$15.00               |
| Invoice          | TYPE IV CERT                            | 8/9/2016                        |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$15.00  |
| Refer            | 1614 M-R SIGN CO., INC.                 |                                 |                |       |                       |
| Cash Payment     | E 100-43100-307 Repair & Maintenance C  | STREET SIGNS FRT                |                |       | \$34.75               |
| Invoice          | 192167-1                                | 8/25/2016                       |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$34.75  |
| Refer            | 1619 NEOPOST, INC.                      |                                 |                |       |                       |
| Cash Payment     | E 100-41000-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$45.41               |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 100-43100-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 100-43200-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 230-42200-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 240-45300-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 600-49400-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$105.98              |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 601-49450-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$105.98              |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 603-43200-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Cash Payment     | E 603-49500-322 Postage                 | QTRLY LEASE PAYMENT             |                |       | \$7.57                |
| Invoice          | N6114036                                | 9/2/2016                        |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$302.79 |
| Refer            | 1618 NOW IT CONNECTS, INC               |                                 |                |       |                       |
| Cash Payment     | E 100-41000-305 Contracted Services     | MANAGED SERVICES - SEPT         |                |       | \$135.00              |
| Invoice          | 9062                                    | 9/1/2016                        |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$135.00 |
| Refer            | 1635 OXYGEN SERVICE COMPANY             |                                 |                |       |                       |
| Cash Payment     | E 100-43200-123 Operating Supplies      | CYLINDER RENTAL AUGUST          |                |       | \$28.83               |
| Invoice          | 03352290                                | 8/31/2016                       |                |       |                       |
| Transaction Date | 9/19/2016                               | Due 0                           | ANNANDALE STAT | 10100 | <b>Total</b> \$28.83  |
| Refer            | 1622 QUILL CORPORATION                  |                                 |                |       |                       |

**CITY OF CLEARWATER**  
**Payments**

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**Current Period: September 2016**

|                  |  |                              |                          |
|------------------|--|------------------------------|--------------------------|
| Cash Payment     | E 100-43200-200 Office Supplies          | HP INK PUBLIC WORKS          | \$30.99                  |
| Invoice          | 8559130                                  | 8/24/2016                    |                          |
| Cash Payment     | E 100-41000-200 Office Supplies          | PLANNERS/MULTIFOLD TOWELS    | \$81.23                  |
| Invoice          | 8559130                                  | 8/24/2016                    |                          |
| Cash Payment     | E 100-41000-200 Office Supplies          | OFFICE CHAIRS                | \$329.44                 |
| Invoice          | 8582248                                  | 8/25/2016                    |                          |
| Cash Payment     | E 100-41000-200 Office Supplies          | BULLETIN BOARDS/OFFICE CHAIR | \$165.54                 |
| Invoice          | 8621692                                  | 8/26/2016                    |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$607.20    |
| Refer            | 1620 ST CLOUD MEDICAL GROUP PA -         |                              |                          |
| Cash Payment     | E 100-43100-135 Physicals / Drug Testing | ANNUAL FEE/RANDOM POOL       | \$75.00                  |
| Invoice          | 2016                                     | 9/1/2016                     |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$75.00     |
| Refer            | 1634 TRAUT WELLS, INC -                  |                              |                          |
| Cash Payment     | E 600-49400-902 Water or WW Testing Fe   | TRAVEL PLAZA #161831         | \$23.00                  |
| Invoice          | 290210                                   | 9/12/2016                    |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$23.00     |
| Refer            | 1640 VERIZON WIRELESS -                  |                              |                          |
| Cash Payment     | E 100-43200-321 Telephone                | PHONE PW AUGUST              | \$53.76                  |
| Invoice          | 9771420126                               | 9/3/2016                     |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$53.76     |
| Refer            | 1625 WEST SHERBURNE TRIBUNE -            |                              |                          |
| Cash Payment     | E 100-41000-353 Ordinance Publication    | PUBLISH ORDINANCE 2016-09    | \$216.00                 |
| Invoice          | 075453                                   | 8/27/2016                    |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$216.00    |
| Refer            | 1617 WRIGHT COUNTY AUDITOR/TREA -        |                              |                          |
| Cash Payment     | E 100-42100-305 Contracted Services      | SEPT PATROL SERVICES         | \$16,348.00              |
| Invoice          | SEPT 2016                                | 8/31/2016                    |                          |
| Transaction Date | 9/19/2016                                | Due 0 ANNANDALE STAT 10100   | <b>Total</b> \$16,348.00 |

**Fund Summary**

|                            |                            |
|----------------------------|----------------------------|
|                            | 10100 ANNANDALE STATE BANK |
| 800 LIBRARY FUND           | \$302.26                   |
| 603 REFUSE (GARBAGE) FUND  | \$27.52                    |
| 601 SEWER FUND             | \$223.86                   |
| 600 WATER FUND             | \$461.41                   |
| 270 LOCAL OPTION SALES TAX | \$9,199.96                 |
| 240 PARKS AND RECREATION   | \$260.55                   |
| 230 FIRE AND RESCUE        | \$1,261.29                 |
| 100 GENERAL FUND           | \$24,537.65                |
|                            | \$36,274.50                |

|  |             |
|--|-------------|
| Pre-Written Check                      | \$0.00      |
| Checks to be Generated by the Computer | \$36,274.50 |
| Total                                  | \$36,274.50 |

CITY OF CLEARWATER

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\*Check Summary Register©

September 2016

| Name   | Check Date          | Check Amt          |                             |
|--|---------------------|--------------------|-----------------------------|
| <b>10100 ANNANDALE STATE BANK</b>            |                     |                    |                             |
| Paid Chk# 010370E FRONTIER COMMUNICATIONS    | 9/10/2016           | \$551.21           | AUGUST PHONE                |
| Paid Chk# 010371E UNITED STATES TREASURY     | 9/7/2016            | \$3,120.42         | 941 PP18.16                 |
| Paid Chk# 010372E MINNESOTA REVENUE          | 9/7/2016            | \$529.02           | STATE TAX PP18.16           |
| Paid Chk# 010373E PUBLIC EMPLOYEES RETIREME  | 9/7/2016            | \$1,552.55         | PERA PP18.16                |
| Paid Chk# 010374E ADVANCED DISPOSAL          | 9/6/2016            | \$6,031.05         | JULY REFUSE/RECYCLE         |
| Paid Chk# 010375E XCEL ENERGY                | 9/6/2016            | \$1,416.29         | AUGUST STREET LIGHTS        |
| Paid Chk# 010376E MINNESOTA REVENUE          | 9/12/2016           | \$838.00           | SALES AND USE TAX AUG 2016  |
| Paid Chk# 010377E HEALTH PARTNERS            | 9/23/2016           | \$3,913.31         | HEALTH INS OCT              |
| Paid Chk# 010378E MIDCO BUSINESS             | 9/21/2016           | \$115.00           | SEPTEMBER INTERNET          |
| Paid Chk# 010379E XCEL ENERGY                | 9/19/2016           | \$3,045.97         | AUGUST UTILITIES            |
| Paid Chk# 010380E AEM FINANCIAL SOLUTIONS LL | 9/19/2016           | \$3,183.00         | AUGUST 2016 FINANCIAL SRVCS |
| Paid Chk# 010381E ADVANCED DISPOSAL          | 9/19/2016           | \$6,085.60         | AUGUST REFUSE/RECYCLE       |
| Paid Chk# 010383E UNITED STATES TREASURY     | 9/21/2016           | \$2,922.71         | 941 WITHHOLDING             |
| Paid Chk# 010384E MINNESOTA REVENUE          | 9/21/2016           | \$496.88           | STATE WITH HOLDING          |
| Paid Chk# 010385E PUBLIC EMPLOYEES RETIREME  | 9/21/2016           | \$1,498.31         | PERA PP19.16                |
| Paid Chk# 010386E UNITED STATES TREASURY     | 9/15/2016           | \$555.90           | 941 PENALTY                 |
|  | <b>Total Checks</b> | <b>\$35,855.22</b> |                             |

**Clearwater City Council  
Regular Council Meeting Minutes  
Clearwater City Council Chamber  
September 6, 2016**

**CALL TO ORDER**

Mayor Edmonson called the regular council meeting of September 6, 2016 to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Everyone joined in the pledge of allegiance.

**ROLL CALL**

- Present: Mayor Edmonson, Council Members Crandall, Ranum, Lange, and Ritzer.
  - Absent:
  - Staff present: Administrator Kress.
  - Public Present: Vern Scott, Dennis Lozinski, Connor Woodman, and Dan Niehoff.
  - Others Present: Vicki Holthaus and Katelyn Pearsall – AEM Financials, Deputy Lemire – Wright County Sheriff's Office, and Ken Francis – Citizen-Tribune.
  - The Little Miss Clearwater royalty was introduced to the council and public.
- A quorum was declared present.

**APPROVAL OF AGENDA**

**MOTION by Ritzer, seconded by Crandall, to approve the agenda as submitted.  
Motion carried unanimously.**

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

**MOTION by Ritzer, seconded by Lange, to approve the following Consent Agenda items:**

- a. **Claims/Accounts Payable**
- b. **Approval of 8-15-16 City Council Workshop Meeting Minutes**
- c. **Approval of 8-15-16 Regular City Council Meeting Minutes**
- d. **Approval of Resolution 2016-40 Accepting the Resignation of Planning Commission Member Lynne Crandall**
- e. **Approval of Resolution 2016-41 Accepting Donation of Monies to the Clearwater Fire Department**

**Motion carried unanimously.**

**WRIGHT COUNTY SHERIFF DEPUTY REPORT**

Deputy Lemire gave a brief update on criminal activity in the City. Lemire commented that he will be reviewing speeding concerns on Main Street.

**OLD BUSINESS**

- a. **Discussion on Water and Sewer**

Mayor Edmonson led the discussion on water and sewer. Edmonson reviewed his memo with the Council that was included in the Council packet. Administrator Kress also provided a memo in regards to refinancing the Public Facility Authority (PFA) sewer loan and options for prepaying PFA water loans.

Council held a discussion on whether or not to refinance the existing PFA sewer loan. Members expressed that they would like to wait to take action until the rate analysis is complete.

**MOTION by Crandall, seconded by Ranum, to Table the discussion on refinancing the sewer PFA loan.**

**Motion carried 4-1 (Mayor Edmonson opposed.)**

### **NEW BUSINESS**

#### **a. Discussion and Update on North Area Street and Utility Project**

Engineer Pelawa addressed the Council on the North Area Street and Utility project. Pelawa explained that the contractor has been in town and that they are pushing for completion this year. Pelawa expressed that there may be a change order at the next meeting to consider. Pelawa commented that he expects driveways to be replaced either the same day or next day after removal. Mr. Pelawa explained he is also working with MnDOT and the contractor to coordinate the pipe replacement going from North Walnut to South Walnut underneath Highway 25.

#### **b. Discussion on Resolution 2016-42 2017 Preliminary General Fund Budget and Levy**

Vicki Holthaus and Katelyn Pearsall were present to provide an overview of the Preliminary General Fund Budget and Levy. Holthaus explained that the preliminary tax levy is set at \$999,852. This amount represents a 4.58% increase over the 2016 levy. The tax impact goes down from 75.79% to 75.10%. The main increase was in the fire department levy that increased from \$64,396 to \$85,316. There was also a new Capital Levy of \$150,000 to start the city's Capital Improvement Plan. Holthaus explained that the City's tax capacity is estimated to increase by 5.25% in 2017 and that a home valued at \$78,100 would see an increase in the amount of taxes paid by about \$7. A commercial building valued at \$500,000 would see an increase of approximately \$196. Holthaus ended the discussion by informing the Council that the levy can be decreased but not increased up until December when the final budget and levy is approved.

**MOTION by Crandall, seconded by Ranum, to approve Resolution 2016-42 2017 Preliminary General Fund Budget and Levy.**

**Motion carried unanimously.**

#### **c. Discussion on Sewer Authority 5 Year Plan**

Mayor Edmonson led a brief discussion on having a joint meeting with the City of Clear Lake to discuss a 5 year strategy for the Sewer Authority. The discussion should include hiring new staff, licensing, and general plant operations. A date has not been set at this time with the City of Clear Lake but will likely take place in January of 2017.

### **REPORTS**

**a. Mayor and Council – None.**

**b. Boards –** Administrator Kress mentioned that staff has begun the process to recruit a new member to the Planning & Zoning Commission. Kress presented a final concept plan of the playground equipment to be placed at Eldorado Park. There was a brief discussion on adding additional zip lines if the ones in the current concept prove to be desired. Kress also mentioned that the contract is nearing finalization and performance and payment bonds have been secured by Landscape Structures for completion of the project. Kress added that the project is expected to be finished by November of this year. Kress mentioned that the Park Commission will be reviewing names and discussing renaming Eldorado Park. Mr. Kress added they would be reviewing park rules and signage.

- c. **Staff** – There was a brief discussion on providing additional funding to complete the Sportsmans Park upgrades. Mr. Kress clarified that the city was not bonding for the Eldorado Park upgrades. The project is over the threshold of \$100,000 and the contractor is required to obtain performance and payments bonds. Kress mentioned that he met with MnDOT to discuss a signal light at Highway 7 for future improvements. Administrator Kress mentioned that the City would be obtaining the tablets and hotspots from Verizon soon. Mayor Edmonson asked Mr. Kress if he had met with Public Works Supervisor about discontinuing cutting the drainage ponds in the Cedar South Development. Kress confirmed that he did have a conversation with the Public Works Supervisor and Engineer Pelawa about what to do with the drainage ponds. Council was in favor of adjusting the cutting schedule and grass height in the Cedar South Development. Kress will work with the Public Works Supervisor to coordinate the cutting schedule. Administrator Kress mentioned that the line painting bids were not favorable and work may be better to authorize in the spring of next year. Kress mentioned that city staff was interested in placing several items out for sealed bid. Mr. Kress informed the Council that staff would be signing contracts for internet soon. Administrator Kress explained that the Public Works staff had been paying for their licenses for water and sewer in the past, and explained this was not a common practice. Kress requested the city cover the cost of licenses moving forward. Kress asked for changes to the council meeting schedule.

**MOTION by Crandall, seconded by Lange, to approve an additional \$5,000 to finish the improvements at Sportsmans Park.  
Motion carried unanimously.**

**MOTION by Crandall, seconded by Lange, to place the light poles that were removed near Nelson Drive and Heaton Boulevard out for sealed bid.  
Motion carried unanimously.**

**MOTION by Ritzer, seconded by Lange, to authorize payment for licenses necessary or required for city staff for 2016 and moving forward.  
Motion carried unanimously.**

**MOTION by Crandall, seconded by Ritzer, to make the following changes to the council meeting schedule:**

- **Cancel Regular City Council meeting Monday, September 19<sup>th</sup>, 2016**
- **Cancel Regular City Council meeting Monday, October 3<sup>rd</sup>, 2016**
- **Cancel Regular City Council meeting Monday November 7<sup>th</sup>, 2016**
- **Host Regular City Council and Board of Canvass meeting Monday, November 14<sup>th</sup>, 2016 at 7:00 p.m.**

**Motion carried unanimously.**

**7. Other –**

- a. **Regular City Council meeting Monday, October 17<sup>th</sup>, 2016 at 7:00 p.m.**

**ADJOURN:**

**MOTION by Ritzer, seconded by Lange, to adjourn the council meeting, at 8:35 p.m.  
Motion carried unanimously.**

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Kevin Kress, City Administrator

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Pete Edmonson, Mayor

**RESOLUTION NO. 2016-44**

**RESOLUTION APPROVING 2017 PROPOSED GENERAL FUND BUDGET, 2017  
PRELIMINARY PROPERTY TAX LEVY, AND SETTING PUBLIC HEARING DATE  
FOR THE 2017 BUDGET AND PRELIMINARY PROPERTY TAX LEVY**

**WHEREAS**, the City of Clearwater is required by State law to approve a resolution setting forth an annual tax levy to the Wright County Auditor; and

**WHEREAS**, Minnesota Statutes require approval of a preliminary property tax levy and preliminary budget on or before September 30th of each year; and

**WHEREAS**, the City Council has received the proposed budget document;

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Clearwater, that the Preliminary 2017 General Fund budget shall be as follows:

| STATEMENT OF REVENUES AND EXPENDITURES -<br>SUMMARY BUDGET - GENERAL FUND<br>ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2014 AND 2015, PERIOD TO DATE MAY 31, 2016 AND BUDGET FOR<br>THE YEARS ENDED DECEMBER 31, 2016 AND 2017 |                  |                    |                     |                |                |
|---|------------------|--------------------|---------------------|----------------|----------------|
|   | Actual           |                    | YTD Actual          | Budget         |                |
|   | 2014             | 2015               | 5/31/2016           | 2016           | 2017           |
| <b>REVENUE</b>  |                  |                    |                     |                |                |
| Taxes   | \$ 730,111       | \$ 640,247         | \$ -                | \$ 642,194     | \$ 515,529     |
| Licenses and permits  | 31,369           | 45,322             | 4,685               | 25,558         | 25,796         |
| Intergovernmental revenues  | 176,254          | 266,036            | -                   | 198,115        | 249,687        |
| Charges for services  | 39,721           | 37,942             | 7,280               | 26,632         | 26,996         |
| Fines and forfeitures   | 5,758            | 7,173              | 2,828               | 4,539          | 4,630          |
| Special assessments   | 8,738            | 8,783              | -                   | 8,160          | 8,323          |
| Interest earnings   | 20,088           | 6,829              | 43,174              | 4,080          | 4,162          |
| Miscellaneous revenue   | -                | -                  | -                   | -              | -              |
| <b>TOTAL REVENUES</b>   | <b>1,012,040</b> | <b>1,012,332</b>   | <b>57,967</b>       | <b>909,278</b> | <b>835,123</b> |
| <b>EXPENDITURES</b>   |                  |                    |                     |                |                |
| General government  | 114,820          | 85,825             | 32,590              | 39,998         | 35,623         |
| City Council  | 17,516           | 16,607             | 4,496               | 21,057         | 22,123         |
| City Administrator  | 54,545           | 68,267             | 31,014              | 87,925         | 97,387         |
| Elections   | 4,783            | 923                | 195                 | 5,700          | -              |
| City Clerk  | 56,238           | 82,227             | 36,358              | 67,501         | 74,137         |
| Financial Administration  | 31,979           | 32,002             | 32,853              | 72,469         | 73,736         |
| Law/Legal Services  | 6,521            | 6,584              | 6,726               | 10,000         | 10,000         |
| Engineering   | 14,155           | 28,294             | 160                 | 8,240          | 8,487          |
| Mosquito Control  | 7,900            | 9,000              | 3,028               | 9,270          | 9,270          |
| Planning and Zoning   | 19,390           | 8,500              | 7,949               | 11,881         | 11,254         |
| Police Administration   | 187,312          | 201,408            | 86,368              | 199,966        | 207,396        |
| Animal Control  | 140              | 332                | 63                  | 350            | 350            |
| Building Inspection   | 6,909            | 9,653              | 4,228               | 10,403         | 10,715         |
| Fire Department   | -                | -                  | -                   | -              | -              |
| Hwys, streets and roads   | 427,936          | 472,804            | 150,157             | 309,134        | 227,894        |
| CAB   | 827              | 5,075              | 490                 | 3,296          | 1,000          |
| Miscellaneous   | 17,359           | 18,685             | 169                 | 26,292         | 21,230         |
| Community services  | 22,482           | 25,289             | -                   | 25,795         | 24,521         |
| Contracted services   | -                | -                  | -                   | -              | -              |
| Transfers out   | -                | -                  | -                   | -              | -              |
| <b>TOTAL EXPENDITURES</b>   | <b>990,809</b>   | <b>1,071,476</b>   | <b>396,844</b>      | <b>909,277</b> | <b>835,123</b> |
| <b>NET REVENUE OVER<br/>(UNDER) EXPENSE</b>   | <b>\$ 21,231</b> | <b>\$ (59,143)</b> | <b>\$ (338,876)</b> | <b>\$ 1</b>    | <b>\$ -</b>    |

**BE IT FURTHER RESOLVED** that the Truth in Taxation Public Hearing will be held on December 5, 2016; and

**BE IT FURTHER RESOLVED** that the City Council of the City of Clearwater, Wright County, Minnesota, that the following sums of money be levied for collection in 2017 upon the table property in said City of Clearwater for the following purposes:

|                            | 2015 for<br>Collection 2016 | 2016 for<br>Collection 2017 | Increase<br>(Decrease) | Percent Change<br>(Prior Year) |
|----------------------------|-----------------------------|-----------------------------|------------------------|--------------------------------|
| General                    | \$ 642,194                  | \$ 515,529                  | \$ (126,665)           | -19.72%                        |
| Fire                       | 64,396                      | 45,940                      | (18,456)               | -28.66%                        |
| Parks                      | 51,531                      | 51,156                      | (375)                  | -0.73%                         |
| EDA                        | 26,815                      | 28,406                      | 1,591                  | 5.93%                          |
| Capital Levy               | -                           | 150,000                     | 150,000                | 100.00%                        |
| GO Bonds 2012A             | 63,000                      | 63,000                      | -                      | 0.00%                          |
| GO Bonds 2015A             | 108,125                     | 106,444                     | (1,681)                | -1.55%                         |
| GO Bonds 2009A             | -                           | 39,376                      |                        |                                |
| <b>Total City Tax Levy</b> | <b>\$ 956,060</b>           | <b>\$ 999,852</b>           | <b>\$ 4,416</b>        | <b>0.46%</b>                   |

**BE IT FURTHER RESOVLED** that the levies related to debt service shall be adjusted as follows:

GO Refunding Bonds, Series 2012A – the debt levy per the bond resolution called for a \$37,000 levy for taxes payable 2017. An adjustment of \$26,000 is needed to support debt service due to lower than anticipated special assessment revenue associated with this project. Additionally, the City is working to build fund balance to preserve the option for potential prepayment on this debt issue.

GO Improvement Bonds, Series 2015A – no adjustment necessary

GO Equipment Certificates, Series 2009A – no adjustment necessary (amount was previously budgeted in the Fire Fund)

**BE IT FURTHER RESOLVED** that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Wright County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

Adopted by the Clearwater City Council on October 17, 2016.

\_\_\_\_\_  
Pete Edmonson, Mayor

Attest:

\_\_\_\_\_  
Kevin Kress, City Administrator

**CITY OF CLEARWATER  
COUNTIES OF WRIGHT AND STEARNS  
STATE OF MINNESOTA**

**RESOLUTION NO. 2016-45**

**RESOLUTION ACCEPTING A DONATION OF SIGNAGE TO THE CITY OF  
CLEARWATER**

WHEREAS, Minnesota State Statute 465.03 requires that governing bodies must formally accept donations and contributions and that every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full; and

WHEREAS, The City seeks to properly accept and record donations and contributions in accordance with all state statutes and state auditor requirements;

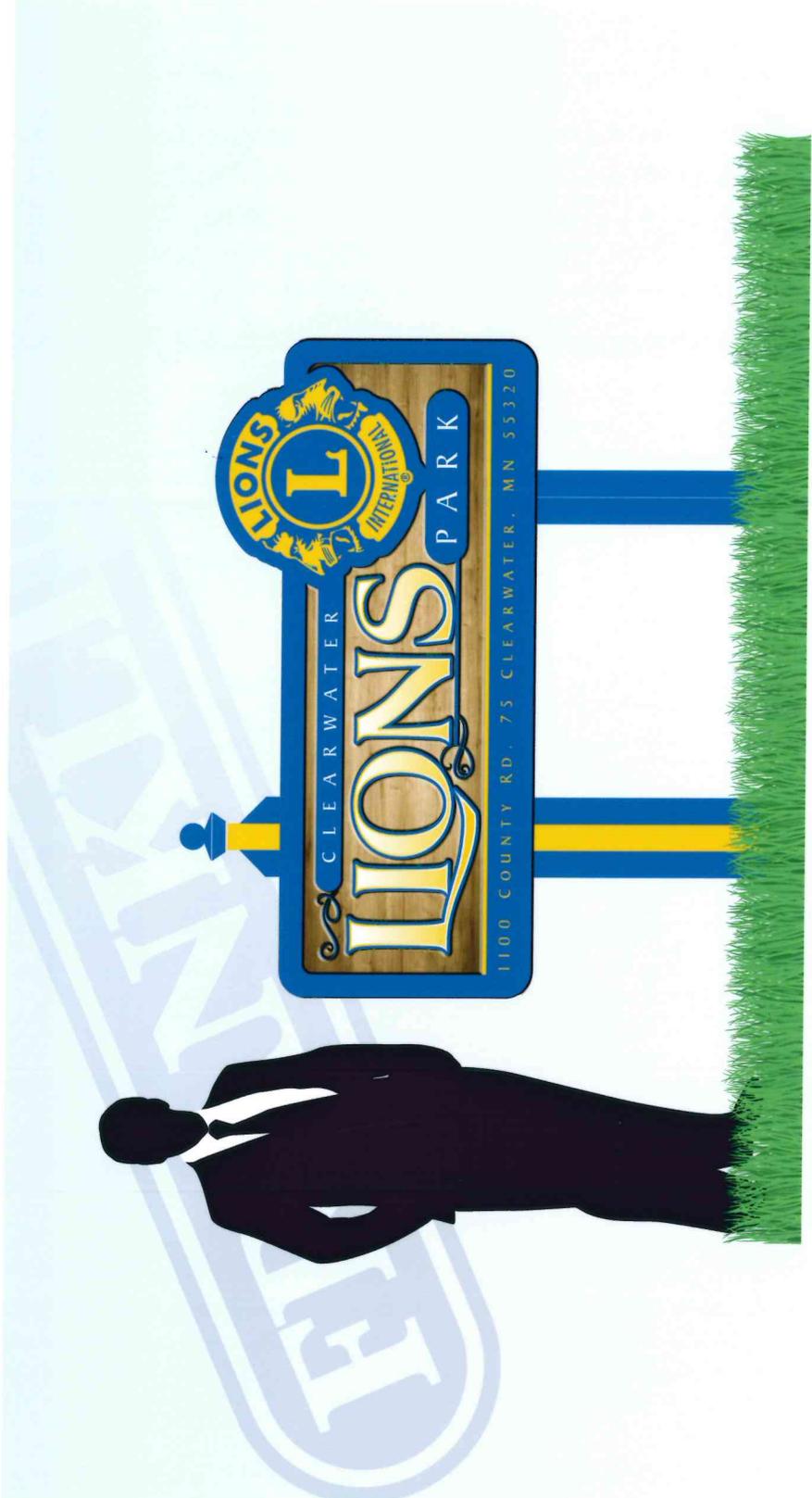
THEREFORE BE IT RESOLVED that the City of Clearwater does formally accept the donation of signage and materials for placement from the Clearwater Lions Club for install at the Clearwater Lions Park at the City's discretion.

Adopted this 17<sup>th</sup> day of October, 2016.

By: \_\_\_\_\_  
Pete Edmonson, Mayor

ATTEST:

\_\_\_\_\_  
Kevin Kress, City Administrator



**FRANKLIN**

Size: 24" x 72"  
28x94

Advertiser: Clearwater Lions Park  
 Account Executive: Sarah DeRuyter  
 Date: September 13, 2016  
 Install Date: \_\_\_\_\_  
 Quantity: \_\_\_\_\_  
 Proof Approval (Signature): \_\_\_\_\_

Structure Location: \_\_\_\_\_  
 Previous Ad: \_\_\_\_\_  
 Structure Number: \_\_\_\_\_  
 Extension sq. ft.: \_\_\_\_\_  
 Banner sq. ft.: \_\_\_\_\_

2016© FRANKLIN OUTDOOR ADVERTISING. Any use of this proposal without consent or compensation is strictly prohibited.

Memorandum of Understanding  
BETWEEN  
WRIGHT COUNTY, MINNESOTA  
AND  
CITY OF CLEARWATER

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This agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, is by and between Wright County, Minnesota, (hereinafter "County") and the City of Clearwater, (hereinafter "City").

**WHEREAS**, the County owns certain property that is capable of being used to provide recreational opportunities; and

**WHEREAS**, the County and City desires to fund and build an archery range for use by the general public on a portion of said property;

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Use of Property:** Subject to the terms contained herein and the approval by the Wright County Board of Commissioners, and the City Council of the City of Clearwater, the County and City shall, make such improvements to the County's property as necessary for the establishment and operation of an archery range for use by the general public. The County agrees the archery range shall be available for public use only from sunrise to sunset.
2. **Term:** The term of this agreement shall be for ten (10) years commencing on the \_\_\_\_ day of \_\_\_\_\_, 2016. The parties shall have the right to extend the term hereof upon the same terms and conditions for one successive term of ten (10) year by giving notice of its intention to extend the lease. The notice must be provided no later than six (6) months prior to the expiration of the initial term hereof.
3. **County's Obligations:** The County agrees:
  - A. To cooperate with the City in preparing plans for construction of a public archery range including shooting lanes, backstops, and staging area prior to making any improvements.
  - B. Assist in the construction of the public archery range.

- C. To provide and County's expense, one portable toilet and refuse hauling service for the operating season of May 1, through October 31 each year.
- D. To allow the City an exclusive right of first refusal to provide concessions to users of the archery range for any special scheduled events that are likely to draw an extraordinary number of users to the range, at such prices the City may choose.
- E. To allow the City an exclusive right of first refusal or first option to purchase within 90 days from notification by the County of the desire to sell/transfer the subject property. The County is obligated to provide such notice to the City prior to offering the subject property to a third party.

4. **City's Obligations:** The City agrees:

- A. To cooperate with the County in preparing plans for construction of a public archery range including shooting lanes, backstops, and staging area.
- C. Assist in the construction of the public archery range.
- B. To provide for, at the City's expense, maintenance of the property, including mowing and turf maintenance, and trimming.
- C. To provide assistance at the archery range with conducting special events, to the extent the City determines it is feasible.

5. **Shared Obligations:** The County and City Agrees:

- A. Construction of the range meeting accessibility codes for public spaces.
- B. To provide equal share of expenses for replacing targets, target cores and target structures as defined in the design development.
- C. To move through the approval process for alterations to the public archery range, including Park Commission review, and County Board and City Council processes.

6. **Hold Harmless:**

The City agrees to hold the County harmless and defend and indemnify the County against any and all claims for property damage, bodily injury or death arising from the construction, use and maintenance of the property for archery range purposes.

7. **Termination:**
  - A. **Automatic Termination:** This Agreement shall be terminated automatically upon the expiration of the term as provided in Article 2.
  - B. **Voluntary Termination:** Either party may terminate this lease prior to the expiration of its term by giving twelve (12) months' prior written notice to the other party.
8. **Improvements:** At the termination of this Agreement, the County shall maintain whatever ownership interests to any and all property provided or installed for use in the operation of an archery range and may remove such property at its option. Physical changes or improvements to the property, including but not limited to changes in grade, paving, fences, and other improvements shall also remain the property of the County.
9. **Assignments:** The County or the City may not assign its interests in this Agreement to any other person, corporation or entity.
10. **Merger and Amendments:** All negotiations, considerations, representations, and understandings between the parties are incorporated herein and may be modified or altered only by a written instrument signed by representatives of both parties.

**IN WITNESS WHEREOF**, the parties hereto have executed this instrument the day and year written above.

**WRIGHT COUNTY**

\_\_\_\_\_  
Chairperson, County Board

\_\_\_\_\_  
County Coordinator

**City of Clearwater**

\_\_\_\_\_  
Mayor

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

**Archery Range Budget**

**Annual Costs:**

| <b><u>Item</u></b>  | <b><u>Notes</u></b>            | <b><u>Costs</u></b>     | <b><u>Responsibility</u></b> |
|---------------------|--------------------------------|-------------------------|------------------------------|
| Porta Toilet Rental | 1 unit/6 Months/<br>\$70/Month | \$420.00                | County                       |
| Refuse Hauling      | 90 gallon Cart/ \$25/Month     | \$150.00                | County                       |
| Grounds Maintenance | Labor Costs/Fuel               | \$750.0                 | City                         |
| Replacement Targets | As Needed                      | \$1500.00               | Shared                       |
| Signage             |                                | \$200.00                | County                       |
|                     | <b>TOTAL ANNUAL</b>            | <b><u>\$3020.00</u></b> |                              |
|                     |                                |                         |                              |

**Development Costs – All Shared**

| <b><u>Item</u></b>              | <b><u>Notes</u></b>                 | <b><u>Costs</u></b>       |
|---------------------------------|-------------------------------------|---------------------------|
| Accessible Trail                | From Parking To Range               | \$5,000                   |
| Signage                         |                                     | \$1,500                   |
| Targets and Supports            | 20 stations                         | \$7,500                   |
| Parking Area Improvements       |                                     | \$3,000                   |
| Tables/Benches/Support<br>Items |                                     | \$2,500                   |
|                                 | <b><u>TOTAL<br/>DEVELOPMENT</u></b> | <b><u>\$19,500.00</u></b> |

**Questions – Elevated station?**



CONNECTING & INNOVATING  
SINCE 1913

## LIABILITY COVERAGE – WAIVER FORM

**LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org)**

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

\_\_\_\_\_  
LMCIT Member Name

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting \_\_\_\_\_

Signature \_\_\_\_\_ Position \_\_\_\_\_

## MERCHANT SERVICES AGREEMENT FOR SUB-MERCHANTS

This MERCHANT SERVICES AGREEMENT FOR SUB-MERCHANTS ("Agreement") is made among VANTIV, LLC, having its principal office at 8500 Governors Hill Drive, Symmes Township, OH 45249-1384 and its designated Member Bank (collectively "Acquirer") and \_\_\_\_\_ ("Sub-merchant") in connection with the agreement between Sub-

merchant and Payment Service Network, Inc. ("Provider"). Acquirer will provide Sub-merchant with certain payment processing services ("Services") in accordance with the terms of this Agreement. In consideration of Sub-merchant's receipt of credit or debit card funded payments, and participation in programs affiliated with MasterCard International Inc. ("MasterCard"), VISA U.S.A. Inc. ("VISA"), Discover ("Discover"), and certain similar entities (collectively, "Associations"), Sub-merchant is required to comply with the Operating Regulations (defined below) as they pertain to applicable credit and debit card payments. In addition, if Sub-merchant meets certain requirements under the Operating Regulations or an Association or the Operating Regulations otherwise require, Sub-merchant may be required to enter into a direct relationship with an entity that is a member of the Associations. By executing this Agreement, Sub-merchant has fulfilled such requirement. However, Acquirer understands that Sub-merchant may have contracted with Provider to obtain certain processing services and that Provider may have agreed to be responsible to Sub-merchant for all or part of Sub-merchant's obligations contained herein.

NOW, THEREFORE, in consideration of the foregoing recitals and of the mutual promises contained herein, the parties agree as follows:

1. **Certain Sub-merchant Responsibilities.** Sub-merchant agrees to comply, and to cause third parties acting as Sub-merchant's agent ("Agents") to comply, with the Association's and other payment network's by-laws, operating regulations and/or all other rules, policies and procedures, including but not limited to the Payment Card Industry Data Security Standard, the VISA Cardholder Information Security Program, the MasterCard Site Data Protection Program, and any other program or requirement that may be published and/or mandated by the Associations or payment networks (collectively "Operating Regulations"). Sub-merchant may review the VISA, MasterCard, and Discover websites for a copy of the Visa, MasterCard and Discover regulations. The websites are: <http://usa.visa.com/merchants/> and <http://www.mastercard.com/us/merchant/> and <http://www.discovernetwork.com/merchants/>. Sub-merchant also agrees to comply with all applicable state, federal, and local laws, rules, and regulations ("Laws"). Without limiting the foregoing, Sub-merchant agrees that it will fully comply with any and all anti-money laundering laws and regulations, including but not limited to the Bank Secrecy Act, the US Treasury's Office of Foreign Assets Control (OFAC) and USA Patriot Act (or similar law, rule or regulation) and the Federal Trade Commission. For purposes of this section, Agents include, but are not limited to, Sub-merchant's software providers and/or equipment providers.

If appropriately indicated in Sub-merchant's agreement with Provider, Sub-merchant may be a limited-acceptance merchant, which means that Sub-merchant has elected to accept only certain Visa and MasterCard card types (i.e., consumer credit, consumer debit, and commercial cards) and must display appropriate signage to indicate the same. Acquirer has no obligation other than those expressly provided under the Operating Regulations and applicable law as they may relate to limited acceptance. Sub-merchant, and not Acquirer, will be solely responsible for the implementation of its decision for limited acceptance, including but not limited to policing the card type(s) accepted at the point of sale.

Sub-merchant shall only complete sales transactions produced as the direct result of bona fide sales made by Sub-merchant to cardholders, and is expressly prohibited from processing, factoring, laundering, offering, and/or presenting sales transactions which are produced as a result of sales made by any person or entity other than Sub-merchant, or for purposes related to financing terrorist activities.

Sub-merchant may set a minimum transaction amount to accept a card that provides access to a credit account, under the following conditions: i) the minimum transaction amount does not differentiate between card issuers; ii) the minimum transaction amount does not differentiate between MasterCard, Visa, or any other acceptance brand; and iii) the minimum transaction amount does not exceed ten dollars (or any higher amount established by the Federal Reserve). Sub-merchant may set a maximum transaction amount to accept a card that provides access to a credit account, under the following conditions: Sub-merchant is a i) department, agency or instrumentality of the U.S. government; ii) corporation owned or controlled by the U.S. government; or iii) Sub-merchant whose primary business is reflected by one of the following MCCs: 8220, 8244, 8249 –Schools, Trade or Vocational; and the maximum transaction amount does not differentiate between MasterCard, Visa, or any other acceptance brand.

2. **Sub-merchant Prohibitions.** Sub-merchant must not i) require a cardholder to complete a postcard or similar device that includes the cardholder's account number, card expiration date, signature, or any other card account data in plain view when mailed, ii) add any tax to transactions, unless applicable law expressly requires that a Sub-merchant impose a tax (any tax amount, if allowed, must be included in the transaction amount and not collected separately), iii) request or use an account number for any purpose other than as payment for its goods or services, iv) disburse funds in the form of travelers checks if the sole purpose is to allow the cardholder to make a cash purchase of goods or services from Sub-merchant, v) disburse funds in the form of cash unless Sub-merchant is dispensing funds in the form of travelers checks, TravelMoney cards, or foreign currency (in such case, the transaction amount is limited to the value of the travelers checks, TravelMoney cards, or foreign currency, plus any commission or fee charged by the Sub-merchant), or Sub-merchant is participating in a cash back service, vi) submit any transaction receipt for a transaction that was previously charged back to the Acquirer and subsequently returned to Sub-merchant, irrespective of cardholder approval, vii) accept a Visa consumer credit card or commercial Visa product issued by a U.S. issuer to collect or refinance an existing debt, viii) accept a card to collect or refinance an existing debt that has been deemed uncollectable, or ix) submit a transaction that represents collection of a dishonored check. Sub-merchant further agrees that, under no circumstance, will Sub-merchant store cardholder data in violation of the Laws or the Operating Regulations including but not limited to the storage of track-2 data. Neither Sub-merchant nor its Agent shall retain or store magnetic-stripe data subsequent to the authorization of a sales transaction.

3. **Settlement.** Upon receipt of Sub-merchant's sales data for card transactions, Acquirer will process Sub-merchant's sales data to facilitate the funds transfer between the various Associations and Sub-merchant. After Acquirer receives credit for such sales data, subject to the terms set forth herein, Acquirer will fund Sub-merchant, either directly to the Sub-merchant-Owned Designated Account or through Provider to an account designated by Provider ("Provider Designated Account"), at Acquirer's discretion, for such card transactions. Sub-merchant agrees that the deposit of funds to the Provider Designated Account shall discharge Acquirer of its settlement obligation to Sub-merchant, and that any dispute regarding the receipt or amount of settlement shall be between Provider and Sub-merchant. Acquirer will debit the Provider Designated Account for funds owed to Acquirer as a result of the Services provided hereunder, provided that Acquirer may also debit Sub-merchant's designated demand deposit account ("Sub-merchant-Owned Designated Account") upon receipt of such account information from Sub-merchant or Provider, or if Acquirer deposits settlement funds into the Sub-merchant-Owned Designated Account. Further, if a cardholder disputes a transaction, if a transaction is charged back for any reason, or if Acquirer reasonably believes a transaction is unauthorized or otherwise unacceptable, the amount of such transaction may be charged back and debited from Sub-merchant or Provider.
4. **Term and Termination.** This Agreement shall be binding upon Sub-merchant upon Sub-merchant's execution. The term of this Agreement shall begin, and the terms of the Agreement shall be deemed accepted and binding upon Acquirer, on the date Acquirer accepts this Agreement by issuing a merchant identification number, and shall be coterminous with Provider's agreement with Sub-merchant.

Notwithstanding the foregoing, Acquirer may immediately cease providing Services and/or terminate this Agreement without notice if (i) Sub-merchant or Provider fails to pay any amount to Acquirer when due, (ii) in Acquirer's opinion, provision of a service to Sub-merchant or Provider may be a violation of the Operating Regulations or any Laws, (iii) Acquirer believes that Sub-merchant has violated or is likely to violate the Operating Regulations or the Laws, (iv) Acquire determines Sub-merchant poses a financial or regulatory risk to Acquirer or an Association, (v) Acquirer's agreement with Provider terminates, (vi) any Association deregisters Provider, (vii) Acquirer ceases to be a member of the Associations or fails to have the required licenses, or (viii) Acquirer is required to do so by any of the Associations.

5. **Limits of Liability.** Sub-merchant agrees to provide Acquirer, via a communication with Provider, with written notice of any alleged breach by Acquirer of this Agreement, which notice will specifically detail such alleged breach, within thirty (30) days of the date on which the alleged breach first occurred. Failure to so provide notice shall be deemed an acceptance by Sub-merchant and a waiver of any and all rights to dispute such breach.

EXCEPT FOR THOSE EXPRESS WARRANTIES MADE IN THIS AGREEMENT, ACQUIRER DISCLAIMS ALL WARRANTIES, INCLUDING, WITHOUT LIMITATION, ANY EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Sub-merchant's sole and exclusive remedy for any and all claims against Acquirer arising out of or in any way related to the transactions contemplated herein shall be termination of this Agreement. In the event that Sub-merchant has any claim arising in connection with the Services, rights, and/or obligations defined in this Agreement, Sub-merchant shall proceed against Provider and not against Acquirer, unless otherwise specifically set forth in the Operating Regulations. In no event shall Acquirer have any liability to Sub-merchant with respect to this Agreement or the Services. Sub-merchant acknowledges Acquirer is only providing this Agreement to assist in Provider's processing relationship with Sub-merchant, that Acquirer is not liable for any action or failure to act by Provider, and that Acquirer shall have no liability whatsoever in connection with any products or services provided to Sub-merchant by Provider. If Provider is unable to provide its services to Sub-merchant in connection with this Agreement and Acquirer elects to provide those services directly, Sub-merchant acknowledges and agrees that the provisions of this Agreement will no longer apply and the terms of Acquirer's then current Bank Card Merchant Agreement, which would be provided to Sub-merchant, will govern Acquirer's relationship with Sub-merchant. If Provider subsequently provides its services to Sub-merchant in connection with this Agreement, Acquirer will cease to provide such services after receipt of notice from Provider and this Agreement will govern Acquirer's relationship with Sub-merchant.

6. **Miscellaneous.** This Agreement is entered into, governed by, and construed pursuant to the laws of the State of Ohio without regard to conflicts of law provisions. This Agreement may not be assigned by Sub-merchant without the prior written consent of Acquirer. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, transferees and assignees. This Agreement is for the benefit of, and may be enforced only by, Acquirer and Sub-merchant and is not for the benefit of, and may not be enforced by, any other party. Acquirer may amend this Agreement upon notice to Sub-merchant in accordance with Acquirer's standard operating procedure. If any provision of this Agreement is determined to be illegal or invalid, such illegality or invalidity of that provision will not affect any of the remaining provisions and this Agreement will be construed as if such provision is not contained in the Agreement "Member Bank" as used in this Agreement shall mean a member of VISA, MasterCard and/or Discover, as applicable, that provides sponsorship services in connection with this Agreement. As of the commencement of this Agreement, Member Bank shall be Fifth Third Bank, an Ohio Banking Corporation, located in Cincinnati, OH 45263. The Member Bank is a party to this Agreement. The Member Bank may be changed, and its rights and obligations assigned to another party by Acquirer at any time without notice to Sub-merchant.

IN WITNESS WHEREOF, this Agreement has been executed by Sub-merchant's authorized officer as of the date set forth below.

**SUB-MERCHANT:** \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

AGREEMENT BETWEEN  
THE CITY OF CLEARWATER  
AND  
CLEARWATER FOOD SHELF

THIS AGREEMENT, dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Clearwater, Minnesota, a municipal corporation organized and existing under the laws of the State of Minnesota, hereinafter referred to as "CITY", and Clearwater Food Shelf, hereinafter referred to as "LESSEE".

WHEREAS, the CITY is the owner of certain real property known as Lions Park, located at, 1100 County Road 75., Clearwater, MN 55320.; and

WHEREAS, LESSEE is requesting to occupy and use for public park purposes, the public park property and buildings thereon, and;

WHEREAS, both parties wish to enter into an agreement for the management of the Food Shelf at Lions Park in the Lions Building which will provide benefits to the community.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter set forth, parties agree as follows:

1. TERM

A. The term of this Agreement shall be for a period of three (3) years, coinciding with the fiscal year of the CITY, except that the first term shall commence upon the date of execution of this Agreement and conclude at the end of Fiscal Year 2016. Thereafter, the parties may renew this Agreement annually until terminated upon written notice by either the CITY or LESSEE. The termination request shall be submitted by September 1<sup>st</sup> prior to the initiation of the term.

2. USE OF SITE.

A. LESSEE shall staff and manage the Food Shelf space during the term of this Agreement, and shall manage the staff and events in this space. Public use of the facility in the form of access to buildings, equipment, restrooms and grounds will be maintained at a level to be agreed upon by the CITY and LESSEE. Additional space and storage outside of the Food Shelf designated space shall require approval by the City Administrator. LESSEE shall be responsible for all staffing, compensation, hiring, termination, and supervision of Food Shelf.

B. MECHANICAL AND PERSONAL PROPERTY. The mechanical and personal property of the City set forth on the schedule attached to this Agreement, as Exhibit A, shall be deemed to be part of the facility managed by LESSEE, shall

be accepted "as-is" and at the termination of the Agreement, shall be returned to the City in substantially the same condition as set forth in **Exhibit A**, absent normal wear and tear, and alterations occasioned by routine maintenance and/or repair. All of the detached furniture and equipment owned by the City shall remain the property of the City although it may be used by LESSEE during the term of this Agreement. All furniture and equipment is required to remain on site unless authorized by the City. The mechanical and personal property of LESSEE is set forth on the schedule attached to this Agreement as **Exhibit B**.

- C. The CITY shall be responsible for staffing all events managed by the CITY.
- D. The CITY shall continue to list Lions Park as a City park and recreation facility.
- E. With the prior written approval of the CITY, LESSEE shall have the right to enter into relationships with other non-profit entities or individuals to rent the space for an event or meeting.

### 3. PAYMENT.

- A. LESSEE shall pay to CITY an annual lease rent of \$500 per month due on the first Monday of each month. LESSEE shall make the first payment within 30 days of execution of this document. For the year 2016 LESSEE shall pay a total of \$2000.
- B. The CITY shall retain ownership of the Lion Park and buildings, LESSEE shall not be required to pay any real property tax or assessments connected with the premises.

### 4. MAINTENANCE & REPAIR

- A. CITY shall be responsible for all maintenance and repairs for any space occupied by the Food Shelf. CITY will provide staff and supplies for that purpose. This does not include LESSEE equipment listed in **Exhibit B**.
- B. LESSEE shall place trash in the appropriate containers, including bathrooms, and remove from the facility at the end of each week.
- C. CITY shall be responsible for all grounds maintenance. Grounds will be maintained at the same level as other City facilities.
- D. CITY shall in the event of winter operations be responsible for all snow and ice removal on steps, walkways and parking lots. All steps, walkways and parking lots must be maintained in a safe and passable condition, and snow removal shall take place after each accumulation of more than two (2) inches of snow. Accumulation of less than two inches shall be the responsibility of the LESSEE. The CITY shall supply all necessary materials for snow removal.

- E. LESSEE must receive CITY approval prior to repairing, replacing, renovating or retrofitting any of the structural parts of the leased premises including: footings, and foundations, beams, joists, columns, load-bearing walls, exterior walls and façade, stairs, floors, decks, ramps, ceilings, roofs and roofing. LESSEE shall not be responsible for repair or replacement of main utility lines, or water mains. CITY approval may include approval by the City Administrator, subject to administrative spending authority limitations.
- F. LESSEE understands that the CITY is not obligated to replace items included in **Exhibit A** should they fail to be in operating condition, and will only do so at its own discretion.

5. ALTERATIONS.

LESSEE will not make any alterations to the premises without the written consent of the CITY. If LESSEE desires to make any such alterations, an accurate description of the project shall first be submitted to the CITY in writing and such alterations shall be done at the expense of LESSEE. All such work shall be done under the CITY'S supervision and any improvements shall become the property of the CITY at the end of the Agreement term. LESSEE agrees that any alterations shall be done in a workmanlike manner and in conformance with all applicable laws, regulations and building codes; that the structural integrity of any and all building systems will not be impaired and that no liens will be attached to the premises by reason thereof.

6. REPRESENTATIVES.

The City's representative for this Agreement will be the City Administrator. The LESSEE representative for the purposes of this Agreement will be \_\_\_\_\_. Any notices or correspondence on this Agreement shall be sent to:

CITY:  
City of Clearwater  
PO Box 9  
Clearwater, MN 55320  
ATTN: City Administrator

LESSEE :  
Clearwater Food Shelf  
P.O. Box  
Clearwater, MN 55320  
ATTN:

All notices shall deemed to have been given upon deposit in a United States mail box, postage pre-paid, as provided above.

7. INDEMNIFICATION.

LESSEE agrees to indemnify, defend, save and hold harmless, the CITY and all its agents, officers and employees thereof from all claims, demands, actions, judgments, suits or causes of action of any nature or character, arising out of LESSEE use of the premises except to the extent that such claims arise out of the CITY'S failure to maintain the premises in accordance with this Agreement. LESSEE shall provide the CITY with notice of any injuries, claims, or suits submitted to them, within thirty (30) days of receipt of such notice, claim, or suit.

## 8. INSURANCE.

The CITY shall insure the CITY's buildings for fire and comprehensive property damage coverage. LESSEE will provide the following insurance during the term of the Agreement:

- a) LESSEE shall be responsible for the self-insurance of, or for the acquisition of Commercial Property insurance on its own personal property and the property of anyone using the facility.
- b) Comprehensive general liability insurance including blanket contractual liability coverage and personal injury liability coverage \$1,000,000, with a combined single limit of not less than \$2,000,000 aggregate. Such insurance shall 1) Name the City of Clearwater as "additional insured" 2) be primary with respect to the CITY'S liability insurance or self-insurance and 3) not exclude explosion, collapse, or underground property damage.
- c) Worker's Compensation insurance with not less than the statutory minimum limits, and employer's liability insurance with minimum limits of at least \$100,000 per accident.
- d) LESSEE shall supply to the CITY current insurance certificates for policies required in this Agreement. The certificates shall certify whether or not LESSEE has errors and omissions insurance coverage.
- e) Nothing in this Agreement shall constitute a waiver by the CITY of any statutory limits or exceptions on liability.
- f) LESSEE shall place insurance with responsible insurance companies authorized and licensed to do business in the State of Minnesota and approved by the CITY, and shall deliver copies of the policies to the CITY on or before the date of the full execution of this Agreement if required. The policies shall be endorsed to indicate that the insurer cannot cancel or change the insurance without first giving the CITY 30 day's written notice.
- g) Waiver of Subrogation. The CITY waives its right of subrogation for damage to the premises, contents therein, loss of income, up to the amount of insurance proceeds collected. LESSEE waives its right of subrogation for damage to the premises, contents therein, loss of income, up to the amount of respective insurance proceeds collected. The parties shall notify their respective insurance companies, in writing, of the provisions of this paragraph, and if either cannot waive its subrogation rights, shall immediately notify the other party, in writing.
- h) Should LESSEE fail to purchase or maintain the insurance required herein, the CITY may at its option purchase said insurance in the commercial market and LESSEE shall reimburse the CITY for all premiums and costs whatsoever for said insurance.

## 9. NON-DISCRIMINATION.

LESSEE will not discriminate against any person wishing to use the pavilion or its grounds because of race, creed, religion, color, sex, sexual or affectional orientation, national origin, ancestry, familial status, age, disability, marital status, or status with regard to public assistance

and will take affirmative steps to ensure that participants are treated without the same during their participation in programs or use of the facility.

10. RIGHT OF ENTRY.

At all times during the term of this Agreement, the CITY retains ownership of the premises and shall have the right, by itself, its agents and employees, to enter into and upon the Premises during reasonable business hours or, in the event of an emergency, at any time for any legitimate purpose.

11. TERMINATION.

- A. Either party may terminate this Agreement by giving written notice to the other party ninety (90) days prior to cancellation or termination.
- B. At the termination of this Agreement the premises shall be surrendered peacefully and returned to the CITY in the same condition as received, reasonable wear and tear notwithstanding.

12. AMENDMENTS.

No amendments to this Agreement shall be effective without being reduced to writing and executed by both parties.

13. ASSIGNMENT.

The CITY and LESSEE each binds itself and its successors, legal representatives, and assigns of such other party, with respect to all covenants of this Agreement; and neither the CITY nor LESSEE will assign or transfer their interest in this Agreement without the written consent of the other, with the understanding that LESSEE may rent portions of the Site to other parties, with approval of the CITY, upon terms agreeable to LESSEE and may retain the rental proceeds. The CITY shall not withhold consent for reasonable requests. Nothing in this Agreement shall preclude LESSEE from seeking additional funding through grant proposals submitted to foundations and other potential sources of funds, including the CITY.

14. WAIVER.

Any fault of a party to assert any right under this Agreement shall not constitute a waiver or a termination of that right, this Agreement, or any of this Agreement's provisions.

16. ENTIRE AGREEMENT.

It is understood and agreed that this entire Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matters herein.

IN WITNESS WHEREOF, the parties have set their hands the date first written above.

LESSEE:

CITY OF CLEARWATER

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Clearwater Food Shelf

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Mayor

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Clearwater Food Shelf

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City Administrator

**EXHIBIT A**  
City Property List

Description of Property

Condition of Property

Date

**EXHIBIT B**  
Lessee Property List

Description of Property

Condition of Property

Date

**EXHIBIT C**

Copy of \_\_\_\_\_ Warranty Deed from Clearwater Food Shelf to City of Clearwater



# Wright County Sheriff's Office

Sheriff Joe Hagerty

3800 Braddock Ave. NE, Buffalo, MN 55313  
1-800-362-3667 Fax: 763-682-7610



Clearwater Monthly Report 2016

Printed on October 3, 2016

| Incident Start Date/Time         | Initial Call         | CFS #      | Final Incident    | Case Number   | How Reported |
|----------------------------------|----------------------|------------|-------------------|---------------|--------------|
| <b>911 Hang-up Total: 1</b>      |                      |            |                   |               |              |
| 09/14/16 18:43                   | 911 Hang-up          | 2016064162 |                   |               | 911          |
| <b>911 Open Line Total: 1</b>    |                      |            |                   |               |              |
| 09/29/16 09:17                   | 911 Open Line        | 2016067867 |                   |               | 911          |
| <b>Agency Assist Total: 5</b>    |                      |            |                   |               |              |
| 09/01/16 08:31                   | Agency Assist        | 2016060575 | Agency Assist     | WCSOP16025296 | Phone        |
| 09/06/16 17:05                   | Agency Assist        | 2016062015 | Agency Assist     | WCSOP16025837 | Officer      |
| 09/10/16 19:53                   | Agency Assist; Check | 2016063086 | Agency Assist     | WCSOP16026213 | Phone        |
| 09/15/16 14:18                   | Agency Assist        | 2016064370 | Agency Assist     | WCSOP16026665 | Phone        |
| 09/16/16 08:27                   | Agency Assist        | 2016064532 | Agency Assist     | WCSOP16026721 | Phone        |
| <b>Burglary Total: 4</b>         |                      |            |                   |               |              |
| 09/22/16 14:36                   | Burglary             | 2016066095 | Burglary          | WCSOP16027337 | Phone        |
| 09/24/16 05:20                   | Burglary             | 2016066570 | Burglary          | WCSOP16027511 | Phone        |
| 09/24/16 08:30                   | Burglary             | 2016066598 | Burglary          | WCSOP16027513 | Phone        |
| 09/24/16 08:32                   | Burglary             | 2016066599 | Burglary          | WCSOP16027515 | Phone        |
| <b>Check Welfare Total: 1</b>    |                      |            |                   |               |              |
| 09/05/16 23:47                   | Check Welfare        | 2016061852 | Check Welfare     | WCSOP16025778 | Phone        |
| <b>Citizen Aid Total: 3</b>      |                      |            |                   |               |              |
| 09/06/16 22:52                   | Citizen Aid          | 2016062093 | Citizen Aid       | WCSOP16025857 | Phone        |
| 09/13/16 18:12                   | Citizen Aid          | 2016063867 | Citizen Aid       | WCSOP16026491 | Phone        |
| 09/13/16 22:30                   | Citizen Aid          | 2016063929 | Citizen Aid       | WCSOP16026512 | Phone        |
| <b>Civil Complaint Total: 10</b> |                      |            |                   |               |              |
| 09/05/16 14:16                   | Civil Complaint      | 2016061731 | Civil Complaint   | WCSOP16025731 | Phone        |
| 09/08/16 16:59                   | Civil Complaint      | 2016062524 | Stolen - Property | WCSOP16026011 | 911          |
| 09/11/16 22:21                   | Civil Complaint      | 2016063364 | Civil Complaint   | WCSOP16026323 | Phone        |
| 09/16/16 12:51                   | Civil Complaint      | 2016064579 | Warrant - Arrest  | WCSOP16026749 | Phone        |
| 09/16/16 21:06                   | Civil Complaint      | 2016064732 | Civil Complaint   | WCSOP16026812 | Phone        |
| 09/18/16 14:41                   | Civil Complaint      | 2016065119 | Civil Complaint   | WCSOP16026964 | Phone        |
| 09/18/16 21:05                   | Civil Complaint      | 2016065208 | Civil Complaint   | WCSOP16027000 | Phone        |
| 09/19/16 14:14                   | Civil Complaint      | 2016065351 | Civil Complaint   | WCSOP16027053 | Phone        |
| 09/22/16 19:45                   | Civil Complaint      | 2016066193 | Warrant - Arrest  | WCSOP16027372 | Phone        |
| 09/23/16 10:19                   | Civil Complaint      | 2016066326 | Civil Complaint   | WCSOP16027409 | Phone        |
| <b>Civil Process Total: 5</b>    |                      |            |                   |               |              |
| 09/02/16 17:35                   | Civil Process        | 2016060967 |                   |               | Officer      |
| 09/06/16 11:47                   | Civil Process        | 2016061934 |                   |               | Officer      |

| Incident Start Date/Time | Initial Call  | CFS #      | Final Incident | Case Number | How Reported |
|--------------------------|---------------|------------|----------------|-------------|--------------|
| 09/13/16 15:13           | Civil Process | 2016063809 |                |             | Officer      |
| 09/20/16 08:40           | Civil Process | 2016065530 |                |             | Officer      |
| 09/30/16 11:20           | Civil Process | 2016068143 |                |             | Officer      |

### Commercial General Alarm Total: 5

|                |                    |            |                          |               |       |
|----------------|--------------------|------------|--------------------------|---------------|-------|
| 09/11/16 12:54 | Commercial General | 2016063241 | Commercial General Alarm | WCSOP16026271 | Phone |
| 09/16/16 20:33 | Commercial General | 2016064724 | Commercial General Alarm | WCSOP16026809 | Phone |
| 09/29/16 07:56 | Commercial General | 2016067854 | Commercial General Alarm | WCSOP16027981 | Phone |
| 09/29/16 23:22 | Commercial General | 2016068045 | Commercial General Alarm | WCSOP16028052 | Phone |
| 09/30/16 01:03 | Commercial General | 2016068068 |                          |               | Phone |

### Criminal Damage to Property Total: 1

|                |                    |            |                            |               |       |
|----------------|--------------------|------------|----------------------------|---------------|-------|
| 09/30/16 00:43 | Criminal Damage to | 2016068061 | Suspicious - Circumstances | WCSOP16028058 | Phone |
|----------------|--------------------|------------|----------------------------|---------------|-------|

### Disorderly Total: 4

|                |            |            |            |               |       |
|----------------|------------|------------|------------|---------------|-------|
| 09/02/16 20:10 | Disorderly | 2016061003 | Disorderly | WCSOP16025460 | 911   |
| 09/13/16 10:52 | Disorderly | 2016063755 | Disorderly | WCSOP16026453 | Phone |
| 09/13/16 13:06 | Disorderly | 2016063783 | Disorderly | WCSOP16026462 | 911   |
| 09/23/16 11:56 | Disorderly | 2016066345 | Disorderly | WCSOP16027417 | 911   |

### Domestic Disturbance Total: 5

|                |                      |            |                      |               |       |
|----------------|----------------------|------------|----------------------|---------------|-------|
| 09/02/16 00:04 | Domestic Disturbance | 2016060776 | Domestic Disturbance | WCSOP16025372 | Phone |
| 09/10/16 18:17 | Domestic Disturbance | 2016063067 | Assault              | WCSOP16026201 | 911   |
| 09/12/16 20:22 | Domestic Disturbance | 2016063615 | Domestic Disturbance | WCSOP16026417 | Phone |
| 09/18/16 13:32 | Domestic Disturbance | 2016065109 | Domestic Disturbance | WCSOP16026956 | Phone |
| 09/23/16 21:21 | Domestic Disturbance | 2016066484 | Domestic Disturbance | WCSOP16027477 | Phone |

### Drugs Total: 2

|                |       |            |       |               |         |
|----------------|-------|------------|-------|---------------|---------|
| 09/11/16 19:34 | Drugs | 2016063323 | Drugs | WCSOP16026310 | Phone   |
| 09/20/16 18:52 | Drugs | 2016065664 | Drugs | WCSOP16027177 | Officer |

### DUI Total: 1

|                |     |            |                    |               |       |
|----------------|-----|------------|--------------------|---------------|-------|
| 09/03/16 19:39 | DUI | 2016061258 | Intoxicated Person | WCSOP16025556 | Phone |
|----------------|-----|------------|--------------------|---------------|-------|

### Extra Patrol Total: 2

|                |              |            |              |               |       |
|----------------|--------------|------------|--------------|---------------|-------|
| 09/07/16 15:58 | Extra Patrol | 2016062235 |              |               | Phone |
| 09/08/16 17:42 | Extra Patrol | 2016062537 | Extra Patrol | WCSOP16026016 | Phone |

### Fight Total: 1

|                |       |            |            |               |     |
|----------------|-------|------------|------------|---------------|-----|
| 09/04/16 23:56 | Fight | 2016061621 | Disorderly | WCSOP16025682 | 911 |
|----------------|-------|------------|------------|---------------|-----|

### Fire - Gas Leak Total: 1

|                |                 |            |                 |               |       |
|----------------|-----------------|------------|-----------------|---------------|-------|
| 09/15/16 15:30 | Fire - Gas Leak | 2016064387 | Fire - Gas Leak | WCSOP16026673 | Phone |
|----------------|-----------------|------------|-----------------|---------------|-------|

### Fraud - Checks - Cards Total: 1

|                |                        |            |                        |               |       |
|----------------|------------------------|------------|------------------------|---------------|-------|
| 09/19/16 08:24 | Fraud - Checks - Cards | 2016065284 | Fraud - Checks - Cards | WCSOP16027025 | Phone |
|----------------|------------------------|------------|------------------------|---------------|-------|

### Fraud - Forgery Total: 1

|                |                 |            |                 |               |       |
|----------------|-----------------|------------|-----------------|---------------|-------|
| 09/16/16 17:59 | Fraud - Forgery | 2016064667 | Fraud - Forgery | WCSOP16026791 | Phone |
|----------------|-----------------|------------|-----------------|---------------|-------|

### Harassment Total: 1

| Incident Start Date/Time                         | Initial Call            | CFS #      | Final Incident                | Case Number   | How Reported |
|--|-------------------------|------------|-------------------------------|---------------|--------------|
| 09/27/16 16:30                                   | Harassment              | 2016067450 | Harassment                    | WCSOP16027846 | Phone        |
| <b>Info Total: 3</b>                             |                         |            |                               |               |              |
| 09/10/16 20:50                                   | Info                    | 2016063105 |                               |               | Phone        |
| 09/13/16 10:00                                   | Info                    | 2016063739 |                               |               | Phone        |
| 09/22/16 12:21                                   | Info                    | 2016066077 |                               |               | Phone        |
| <b>Intoxicated Person Total: 1</b>               |                         |            |                               |               |              |
| 09/08/16 23:42                                   | Intoxicated Person      | 2016062618 | Intoxicated Person            | WCSOP16026039 | Phone        |
| <b>Juvenile - Complaint Total: 2</b>             |                         |            |                               |               |              |
| 09/09/16 21:41                                   | Juvenile - Complaint    | 2016062871 | Off-Road Vehicle Complaint    | WCSOP16026122 | Phone        |
| 09/17/16 00:57                                   | Juvenile - Complaint    | 2016064781 | Juvenile - Complaint          | WCSOP16026834 | Phone        |
| <b>Lost - Found Property Total: 2</b>            |                         |            |                               |               |              |
| 09/02/16 08:27                                   | Lost - Found Property   | 2016060843 | Lost - Found Property         | WCSOP16025389 |              |
| 09/30/16 23:37                                   | Lost - Found Property   | 2016068326 | Lost - Found Property         | WCSOP16028155 |              |
| <b>Medical - Fall Under 6 Feet Total: 1</b>      |                         |            |                               |               |              |
| 09/08/16 08:52                                   | Medical - Fall Under 6  | 2016062405 | Medical - Fall Under 6 Feet   | WCSOP16025962 | Phone        |
| <b>Medical - Headache Total: 1</b>               |                         |            |                               |               |              |
| 09/28/16 01:56                                   | Medical - Headache      | 2016067573 | Medical - Headache            | WCSOP16027878 | 911          |
| <b>Medical - Seizure Total: 1</b>                |                         |            |                               |               |              |
| 09/28/16 17:02                                   | Medical - Seizure       | 2016067702 | Medical - Seizure             | WCSOP16027932 | 911          |
| <b>Medical - Sick Total: 1</b>                   |                         |            |                               |               |              |
| 09/03/16 01:12                                   | Medical - Sick          | 2016061096 |                               |               | 911          |
| <b>Medical - Unconscious - Fainting Total: 1</b> |                         |            |                               |               |              |
| 09/29/16 12:45                                   | Medical - Unconscious - | 2016067901 | Death Investigation - Natural | WCSOP16028000 | Phone        |
| <b>MVA - Car Deer Total: 1</b>                   |                         |            |                               |               |              |
| 09/14/16 21:01                                   | MVA - Car Deer          | 2016064190 | MVA - Car Deer                | WCSOP16026597 | Phone        |
| <b>MVA - Hit &amp; Run Total: 1</b>              |                         |            |                               |               |              |
| 09/27/16 07:29                                   | MVA - Hit & Run         | 2016067363 | MVA - Hit & Run               | WCSOP16027806 |              |
| <b>MVA - No Injuries Total: 6</b>                |                         |            |                               |               |              |
| 09/08/16 09:16                                   | MVA - No Injuries       | 2016062409 | MVA - No Injuries             | WCSOP16025965 |              |
| 09/08/16 10:29                                   | MVA - No Injuries       | 2016062428 | MVA - No Injuries             | WCSOP16025974 |              |
| 09/12/16 08:16                                   | MVA - No Injuries       | 2016063434 | MVA - Hit & Run               | WCSOP16026343 |              |
| 09/13/16 21:26                                   | MVA - No Injuries       | 2016063912 | MVA - Hit & Run               | WCSOP16026507 |              |
| 09/21/16 12:01                                   | MVA - No Injuries       | 2016065832 | MVA - No Injuries             | WCSOP16027232 |              |
| 09/26/16 16:15                                   | MVA - No Injuries       | 2016067198 | MVA - No Injuries             | WCSOP16027743 |              |
| <b>Neighborhood Dispute Total: 1</b>             |                         |            |                               |               |              |
| 09/23/16 13:32                                   | Neighborhood Dispute    | 2016066368 | Neighborhood Dispute          | WCSOP16027429 |              |
| <b>Noise Total: 2</b>                            |                         |            |                               |               |              |
| 09/16/16 17:15                                   | Noise                   | 2016064651 | Noise                         | WCSOP16026784 |              |

| Incident Start Date/Time                     | Initial Call            | CFS #      | Final Incident            | Case Number   | How Reported |
|--|-------------------------|------------|---------------------------|---------------|--------------|
| 09/28/16 23:02                               | Noise                   | 2016067789 | Noise                     | WCSOP16027963 |              |
| <b>Open Door - Window Total: 2</b>           |                         |            |                           |               |              |
| 09/02/16 00:05                               | Open Door - Window      | 2016060778 | Open Door - Window        | WCSOP16025371 |              |
| 09/10/16 19:34                               | Open Door - Window      | 2016063082 | Open Door - Window        | WCSOP16026210 |              |
| <b>Parking Total: 1</b>                      |                         |            |                           |               |              |
| 09/24/16 15:51                               | Parking                 | 2016066702 |                           |               |              |
| <b>Repossession Total: 3</b>                 |                         |            |                           |               |              |
| 09/13/16 15:29                               | Repossession            | 2016063815 |                           |               |              |
| 09/17/16 19:08                               | Repossession            | 2016064935 |                           |               |              |
| 09/19/16 21:20                               | Repossession            | 2016065445 |                           |               |              |
| <b>Residential General Alarm Total: 1</b>    |                         |            |                           |               |              |
| 09/04/16 13:04                               | Residential General     | 2016061457 | Residential General Alarm | WCSOP16025621 | Phone        |
| <b>SIA Area Watch Total: 15</b>              |                         |            |                           |               |              |
| 09/01/16 21:51                               | SIA Area Watch          | 2016060737 |                           |               |              |
| 09/04/16 00:36                               | SIA Area Watch          | 2016061361 |                           |               |              |
| 09/04/16 21:28                               | SIA Area Watch          | 2016061593 |                           |               |              |
| 09/08/16 01:20                               | SIA Area Watch          | 2016062359 |                           |               |              |
| 09/08/16 01:34                               | SIA Area Watch          | 2016062360 |                           |               |              |
| 09/13/16 17:29                               | SIA Area Watch          | 2016063855 |                           |               |              |
| 09/14/16 13:05                               | SIA Area Watch          | 2016064066 |                           |               |              |
| 09/14/16 19:13                               | SIA Area Watch          | 2016064166 |                           |               |              |
| 09/16/16 01:07                               | SIA Area Watch          | 2016064498 |                           |               |              |
| 09/18/16 19:54                               | SIA Area Watch          | 2016065189 |                           |               |              |
| 09/18/16 20:57                               | SIA Area Watch          | 2016065206 |                           |               |              |
| 09/19/16 22:35                               | SIA Area Watch          | 2016065462 |                           |               |              |
| 09/28/16 00:14                               | SIA Area Watch          | 2016067559 |                           |               |              |
| 09/29/16 19:58                               | SIA Area Watch          | 2016067994 |                           |               |              |
| 09/30/16 21:12                               | SIA Area Watch          | 2016068282 |                           |               |              |
| <b>SIA Business Walk Through Total: 4</b>    |                         |            |                           |               |              |
| 09/09/16 00:52                               | SIA Business Walk       | 2016062633 |                           |               |              |
| 09/10/16 00:13                               | SIA Business Walk       | 2016062900 |                           |               |              |
| 09/23/16 22:06                               | SIA Business Walk       | 2016066497 |                           |               |              |
| 09/26/16 23:42                               | SIA Business Walk       | 2016067327 |                           |               |              |
| <b>SIA City Council - City Hall Total: 1</b> |                         |            |                           |               |              |
| 09/06/16 18:50                               | SIA City Council - City | 2016062046 |                           |               |              |
| <b>SIA Door Check Total: 1</b>               |                         |            |                           |               |              |
| 09/25/16 01:12                               | SIA Door Check          | 2016066849 |                           |               | Officer      |
| <b>SIA Foot Patrol Total: 6</b>              |                         |            |                           |               |              |
| 09/04/16 21:00                               | SIA Foot Patrol         | 2016061581 |                           |               |              |
| 09/14/16 22:13                               | SIA Foot Patrol         | 2016064210 |                           |               |              |
| 09/15/16 00:02                               | SIA Foot Patrol         | 2016064233 |                           |               | Officer      |

| Incident Start Date/Time                      | Initial Call          | CFS #      | Final Incident                | Case Number   | How Reported |
|---|-----------------------|------------|-------------------------------|---------------|--------------|
| 09/20/16 21:46                                | SIA Foot Patrol       | 2016065705 |                               |               |              |
| 09/24/16 20:06                                | SIA Foot Patrol       | 2016066773 |                               |               |              |
| 09/28/16 21:31                                | SIA Foot Patrol       | 2016067767 |                               |               | Officer      |
| <b>SIA Other Total: 2</b>                     |                       |            |                               |               |              |
| 09/02/16 00:52                                | SIA Other             | 2016060790 |                               |               | Officer      |
| 09/05/16 20:27                                | SIA Other             | 2016061822 |                               |               |              |
| <b>SIA Parks Total: 3</b>                     |                       |            |                               |               |              |
| 09/03/16 20:38                                | SIA Parks             | 2016061279 |                               |               |              |
| 09/25/16 21:56                                | SIA Parks             | 2016067018 |                               |               |              |
| 09/30/16 20:50                                | SIA Parks             | 2016068271 |                               |               |              |
| <b>Stolen - Vehicle Total: 3</b>              |                       |            |                               |               |              |
| 09/08/16 09:30                                | Stolen - Vehicle      | 2016062411 | Stolen - Vehicle              | WCSOP16025967 | Phone        |
| 09/19/16 18:05                                | Stolen - Vehicle      | 2016065402 | Stolen - Vehicle              | WCSOP16027083 | Phone        |
| 09/24/16 10:07                                | Stolen - Vehicle      | 2016066618 | Stolen - Property             | WCSOP16027521 | Phone        |
| <b>Suspicious - Circumstances Total: 1</b>    |                       |            |                               |               |              |
| 09/17/16 23:38                                | Suspicious -          | 2016065009 | Domestic Disturbance          | WCSOP16026915 | Phone        |
| <b>Suspicious - Person - Vehicle Total: 4</b> |                       |            |                               |               |              |
| 09/01/16 05:45                                | Suspicious - Person - | 2016060557 | Suspicious - Person - Vehicle | WCSOP16025285 | Phone        |
| 09/23/16 20:37                                | Suspicious - Person - | 2016066477 | Traffic Stop                  | WCSOP16027474 | Phone        |
| 09/24/16 09:11                                | Suspicious - Person - | 2016066611 | Suspicious - Person - Vehicle | WCSOP16027517 | Officer      |
| 09/26/16 10:43                                | Suspicious - Person - | 2016067125 | Suspicious - Person - Vehicle | WCSOP16027710 | Phone        |
| <b>Theft Total: 3</b>                         |                       |            |                               |               |              |
| 09/16/16 04:59                                | Theft                 | 2016064515 | Suspicious - Circumstances    | WCSOP16026714 | Phone        |
| 09/16/16 16:23                                | Theft                 | 2016064638 | Theft                         | WCSOP16026782 | Phone        |
| 09/25/16 12:14                                | Theft                 | 2016066911 | Theft                         | WCSOP16027634 | Phone        |
| <b>Theft - Gas Drive Off Total: 20</b>        |                       |            |                               |               |              |
| 09/01/16 04:05                                | Theft - Gas Drive Off | 2016060551 | Theft - Gas Drive Off         | WCSOP16025283 | 911          |
| 09/02/16 12:54                                | Theft - Gas Drive Off | 2016060890 | Theft - Gas Drive Off         | WCSOP16025409 | 911          |
| 09/04/16 22:03                                | Theft - Gas Drive Off | 2016061601 | Civil Complaint               | WCSOP16025675 | 911          |
| 09/05/16 18:59                                | Theft - Gas Drive Off | 2016061801 | Civil Complaint               | WCSOP16025762 |              |
| 09/09/16 19:49                                | Theft - Gas Drive Off | 2016062842 | Theft - Gas Drive Off         | WCSOP16026113 | 911          |
| 09/10/16 15:29                                | Theft - Gas Drive Off | 2016063024 | Theft - Gas Drive Off         | WCSOP16026182 | 911          |
| 09/11/16 09:00                                | Theft - Gas Drive Off | 2016063201 | Theft - Gas Drive Off         | WCSOP16026253 | 911          |
| 09/11/16 18:35                                | Theft - Gas Drive Off | 2016063311 | Theft - Gas Drive Off         | WCSOP16026301 | 911          |
| 09/11/16 20:58                                | Theft - Gas Drive Off | 2016063345 | Theft - Gas Drive Off         | WCSOP16026318 | 911          |
| 09/12/16 13:08                                | Theft - Gas Drive Off | 2016063506 | Theft - Gas Drive Off         | WCSOP16026376 | Phone        |
| 09/13/16 21:11                                | Theft - Gas Drive Off | 2016063909 | Theft - Gas Drive Off         | WCSOP16026506 | 911          |
| 09/13/16 23:00                                | Theft - Gas Drive Off | 2016063939 | Theft - Gas Drive Off         | WCSOP16026515 | 911          |
| 09/14/16 21:56                                | Theft - Gas Drive Off | 2016064203 | Theft - Gas Drive Off         | WCSOP16026601 | 911          |
| 09/18/16 16:39                                | Theft - Gas Drive Off | 2016065151 |                               |               | 911          |
| 09/21/16 09:44                                | Theft - Gas Drive Off | 2016065799 | Theft - Gas Drive Off         | WCSOP16027218 | 911          |
| 09/26/16 10:09                                | Theft - Gas Drive Off | 2016067119 | Theft - Gas Drive Off         | WCSOP16027706 | 911          |

| Incident Start Date/Time | Initial Call          | CFS #      | Final Incident        | Case Number   | How Reported |
|--------------------------|-----------------------|------------|-----------------------|---------------|--------------|
| 09/26/16 20:30           | Theft - Gas Drive Off | 2016067281 | Theft - Gas Drive Off | WCSOP16027778 | 911          |
| 09/28/16 08:42           | Theft - Gas Drive Off | 2016067609 | Theft - Gas Drive Off | WCSOP16027886 | 911          |
| 09/30/16 14:33           | Theft - Gas Drive Off | 2016068176 | Theft - Gas Drive Off | WCSOP16028097 | 911          |
| 09/30/16 23:39           | Theft - Gas Drive Off | 2016068327 | Theft - Gas Drive Off | WCSOP16028151 | 911          |

### Tow Total: 1

|                |     |            |  |  |       |
|----------------|-----|------------|--|--|-------|
| 09/30/16 14:40 | Tow | 2016068180 |  |  | Phone |
|----------------|-----|------------|--|--|-------|

### Traffic - Complaint Total: 4

|                |                     |            |                     |               |       |
|----------------|---------------------|------------|---------------------|---------------|-------|
| 09/02/16 12:05 | Traffic - Complaint | 2016060880 | Traffic - Complaint | WCSOP16025404 | Phone |
| 09/04/16 13:04 | Traffic - Complaint | 2016061456 |                     |               | Phone |
| 09/20/16 11:41 | Traffic - Complaint | 2016065566 | Traffic - Complaint | WCSOP16027129 | Phone |
| 09/26/16 14:07 | Traffic - Complaint | 2016067153 | Traffic - Complaint | WCSOP16027728 | Phone |

### Traffic - Hazard Total: 2

|                |                  |            |                  |               |       |
|----------------|------------------|------------|------------------|---------------|-------|
| 09/01/16 12:33 | Traffic - Hazard | 2016060612 | Traffic - Hazard | WCSOP16025315 | Phone |
| 09/22/16 00:24 | Traffic - Hazard | 2016065987 | Traffic - Hazard | WCSOP16027296 |       |

### Traffic Stop Total: 40

|                |              |            |              |               |         |
|----------------|--------------|------------|--------------|---------------|---------|
| 09/01/16 22:21 | Traffic Stop | 2016060751 |              |               | Officer |
| 09/01/16 22:34 | Traffic Stop | 2016060752 |              |               | Officer |
| 09/01/16 23:49 | Traffic Stop | 2016060769 |              |               | Officer |
| 09/03/16 00:49 | Traffic Stop | 2016061089 |              |               | Officer |
| 09/03/16 18:17 | Traffic Stop | 2016061235 |              |               | Officer |
| 09/03/16 23:08 | Traffic Stop | 2016061334 |              |               | Officer |
| 09/04/16 01:05 | Traffic Stop | 2016061368 |              |               | Officer |
| 09/04/16 17:52 | Traffic Stop | 2016061532 |              |               | Officer |
| 09/07/16 21:45 | Traffic Stop | 2016062327 |              |               | Officer |
| 09/08/16 01:00 | Traffic Stop | 2016062354 |              |               | Officer |
| 09/08/16 01:39 | Traffic Stop | 2016062362 |              |               | Officer |
| 09/08/16 01:51 | Traffic Stop | 2016062363 | Traffic Stop | WCSOP16025944 | Officer |
| 09/08/16 19:21 | Traffic Stop | 2016062559 |              |               | Officer |
| 09/09/16 19:36 | Traffic Stop | 2016062839 |              |               | Officer |
| 09/10/16 00:06 | Traffic Stop | 2016062896 |              |               | Officer |
| 09/12/16 21:18 | Traffic Stop | 2016063632 |              |               | Officer |
| 09/13/16 08:53 | Traffic Stop | 2016063723 |              |               | Officer |
| 09/13/16 20:21 | Traffic Stop | 2016063895 |              |               | Officer |
| 09/14/16 20:51 | Traffic Stop | 2016064188 |              |               | Officer |
| 09/14/16 22:12 | Traffic Stop | 2016064206 |              |               | Officer |
| 09/15/16 00:13 | Traffic Stop | 2016064239 | Traffic Stop | WCSOP16026612 | Officer |
| 09/15/16 19:58 | Traffic Stop | 2016064436 |              |               | Officer |
| 09/15/16 20:14 | Traffic Stop | 2016064440 |              |               | Officer |
| 09/15/16 20:28 | Traffic Stop | 2016064446 |              |               | Officer |
| 09/15/16 20:41 | Traffic Stop | 2016064451 |              |               | Officer |
| 09/16/16 18:26 | Traffic Stop | 2016064678 |              |               | Officer |
| 09/16/16 18:35 | Traffic Stop | 2016064683 | Traffic Stop | WCSOP16026797 | Officer |
| 09/17/16 19:48 | Traffic Stop | 2016064946 | Traffic Stop | WCSOP16026885 | Officer |
| 09/19/16 22:23 | Traffic Stop | 2016065459 |              |               | Officer |

| Incident Start Date/Time | Initial Call | CFS #      | Final Incident | Case Number | How Reported |
|--------------------------|--------------|------------|----------------|-------------|--------------|
| 09/21/16 20:19           | Traffic Stop | 2016065943 |                |             | Officer      |
| 09/23/16 00:30           | Traffic Stop | 2016066270 |                |             | Officer      |
| 09/23/16 19:57           | Traffic Stop | 2016066467 |                |             | Officer      |
| 09/23/16 23:16           | Traffic Stop | 2016066517 |                |             | Officer      |
| 09/23/16 23:42           | Traffic Stop | 2016066523 |                |             | Officer      |
| 09/24/16 22:15           | Traffic Stop | 2016066811 |                |             | Officer      |
| 09/27/16 18:54           | Traffic Stop | 2016067490 |                |             | Officer      |
| 09/27/16 19:02           | Traffic Stop | 2016067494 |                |             | Officer      |
| 09/28/16 20:20           | Traffic Stop | 2016067745 |                |             | Officer      |
| 09/29/16 20:46           | Traffic Stop | 2016068010 |                |             | Officer      |
| 09/30/16 22:18           | Traffic Stop | 2016068297 |                |             | Officer      |

**Trespass Total: 1**

|                |          |            |          |               |       |
|----------------|----------|------------|----------|---------------|-------|
| 09/13/16 20:08 | Trespass | 2016063891 | Trespass | WCSOP16026501 | Phone |
|----------------|----------|------------|----------|---------------|-------|

**Unwanted Person Total: 1**

|                |                 |            |                 |               |     |
|----------------|-----------------|------------|-----------------|---------------|-----|
| 09/29/16 17:09 | Unwanted Person | 2016067951 | Unwanted Person | WCSOP16028028 | 911 |
|----------------|-----------------|------------|-----------------|---------------|-----|

**Warrant - Arrest Total: 1**

|                |                  |            |                  |               |         |
|----------------|------------------|------------|------------------|---------------|---------|
| 09/11/16 21:01 | Warrant - Arrest | 2016063347 | Warrant - Arrest | WCSOP16026319 | Officer |
|----------------|------------------|------------|------------------|---------------|---------|

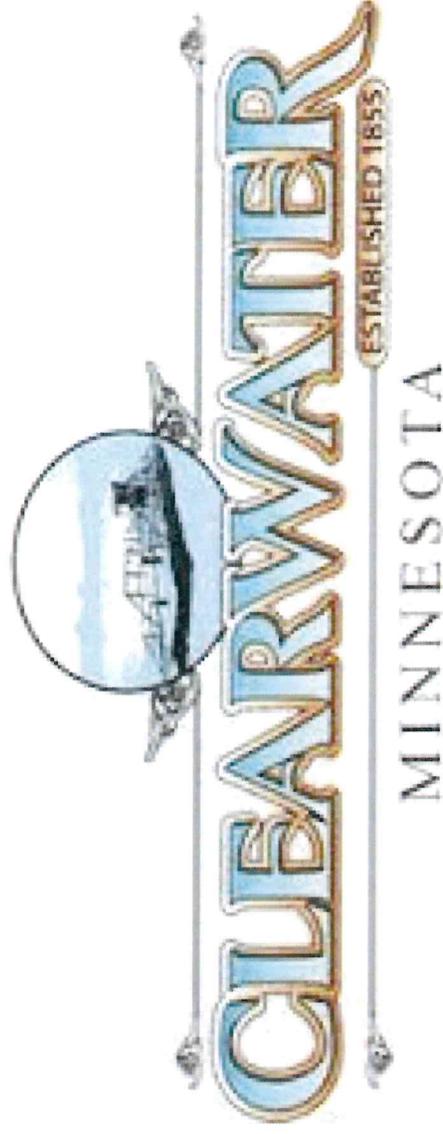
**Warrant - Attempt Total: 1**

|                |                   |            |  |  |  |
|----------------|-------------------|------------|--|--|--|
| 09/27/16 18:33 | Warrant - Attempt | 2016067484 |  |  |  |
|----------------|-------------------|------------|--|--|--|

**Total Records: 200**



# Rate Study Presentation



People  
+ Process  
Going  
Beyond the  
Numbers

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*Certified Public Accountants & Consultants*

# Summary of Assumptions - Water

People  
+ Process  
Going Beyond the  
Numbers

- Charges for services revenue is based on projected rate increase percentages.
- Payments to suppliers/providers increase 3.0% per year and payments to employees to increase 3.0%, with the exception of insurance which is increasing at 5.0%
- New connections are estimated at 10 per year.
- Investment income is estimated .25% of prior year ending cash balance.
- Cash paid for acquisition of capital assets is taken from the City CIP plan. All capital is expected to be funded with cash reserves.
- Operating transfers are based on the 2015 budget and will increase 3.0% per year thereafter.
- **Assumption that PFA debt will be paid off early using cash reserves in 2017.**

# Water Fund

2017

Base - 3%

Usage - 3%

2018-2021

Base - 3%

Usage - 3%

Rationale: Future capital needs are such that we recommend the City increase rates in order to maintain adequate cash reserves for the five year life of the rate study.

# Notable Projects from CIP Plan

People  
+ Process  
Going Beyond the  
Numbers

|                                   | 2016          | 2017          | 2018          | 2019     | 2020           | 2021     |
|-----------------------------------|---------------|---------------|---------------|----------|----------------|----------|
| <b>Water</b>                      |               |               |               |          |                |          |
| Tower #2 - Cleaned inside and out | \$ 5,900      | \$ -          | \$ -          | \$ -     | \$ -           | \$ -     |
| New roof on pump house #2/#4      | 8,200         | -             | -             | -        | -              | -        |
| Well repair                       | 10,000        | -             | -             | -        | -              | -        |
| Tower #1 - Cleaned inside and out | -             | 7,200         | -             | -        | -              | -        |
| Line tracer                       | -             | 4,500         | -             | -        | -              | -        |
| Tower #1 - Circulation pump       | -             | 7,500         | -             | -        | -              | -        |
| SCADA 1/2                         | -             | 9,250         | -             | -        | -              | -        |
| Fill station                      | -             | 2,500         | -             | -        | -              | -        |
| Tower #2 - Circulation pump       | -             | -             | 7,500         | -        | -              | -        |
| Chlorine Head                     | -             | -             | 2,000         | -        | -              | -        |
| Circulation Pump                  | -             | -             | 1,500         | -        | -              | -        |
| Water Meter Replacement           | -             | -             | -             | -        | 145,000        | -        |
| Meter Reader                      | -             | -             | -             | -        | 10,000         | -        |
| Tower Painting #1                 | -             | -             | -             | -        | 250,000        | -        |
| <b>Total Water Fund Capital</b>   | <b>24,100</b> | <b>30,950</b> | <b>11,000</b> | <b>-</b> | <b>405,000</b> | <b>-</b> |

- All projects intend to be paid for using cash reserves

# Water Fund Projection

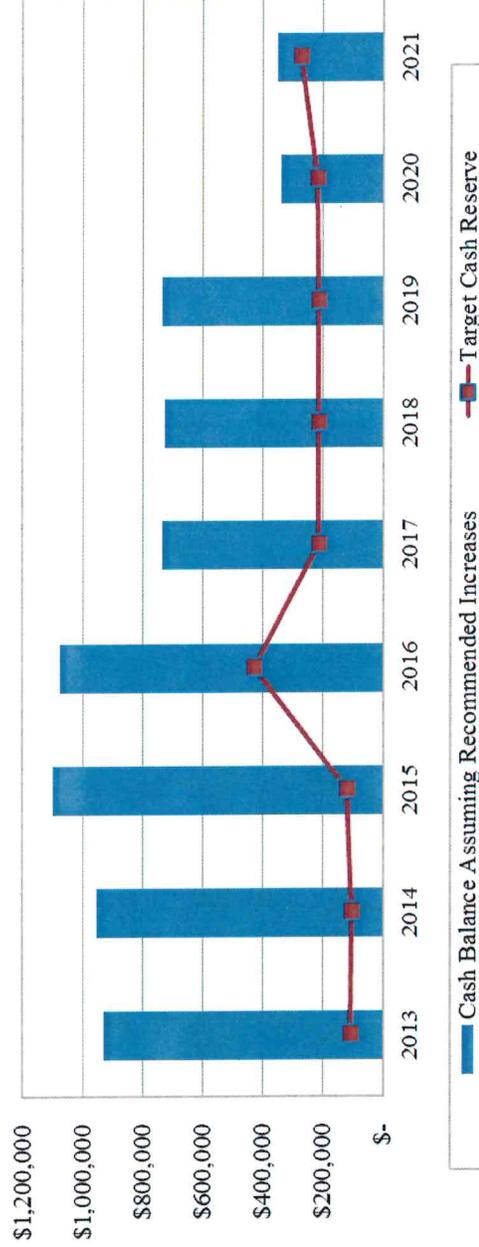
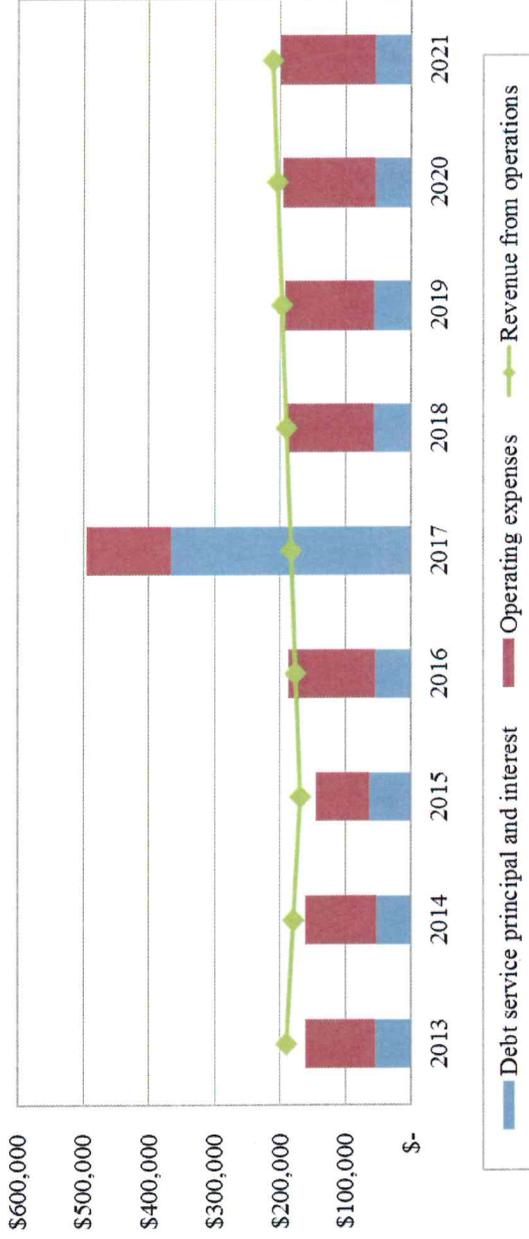
People  
+ Process  
Going  
Beyond the  
Numbers

## RATE STUDY PROJECTIONS

|   | Estimated<br>2016   | Estimated<br>2017 | Estimated<br>2018 | Estimated<br>2019 | Estimated<br>2020 | Estimated<br>2021 |
|---|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Projected rate increase   |                     | 3.0%              | 3.0%              | 3.0%              | 3.0%              | 3.0%              |
| <b>Cash receipts</b>  |                     |                   |                   |                   |                   |                   |
| Receipts from customers   | \$ 165,856          | \$ 171,854        | \$ 178,095        | \$ 184,572        | \$ 191,292        | \$ 198,261        |
| Other receipts  | 20,452              | 14,876            | 14,393            | 14,747            | 15,149            | 14,560            |
| <b>Total cash receipts</b>                                      | <b>186,308</b>      | <b>186,730</b>    | <b>192,488</b>    | <b>199,319</b>    | <b>206,441</b>    | <b>212,821</b>    |
| <b>Cash disbursements</b>                                       |                     |                   |                   |                   |                   |                   |
| Operating payments  | 132,166             | 128,843           | 132,940           | 137,173           | 141,546           | 146,062           |
| Debt service payments   | 54,811              | 366,392           | 57,320            | 56,248            | 55,177            | 54,105            |
| Acquisition of capital assets                                   | 24,100              | 30,950            | 11,000            | -                 | 405,000           | -                 |
| Other disbursements   | -                   | -                 | -                 | -                 | -                 | -                 |
| <b>Total cash disbursements</b>                                 | <b>211,077</b>      | <b>526,185</b>    | <b>201,260</b>    | <b>193,421</b>    | <b>601,723</b>    | <b>200,167</b>    |
| <b>NET INCREASE (DECREASE)<br/>IN CASH AND CASH EQUIVALENTS</b> | <b>(24,769)</b>     | <b>(339,455)</b>  | <b>(8,772)</b>    | <b>5,898</b>      | <b>(395,282)</b>  | <b>12,654</b>     |
| <b>CASH AND CASH EQUIVALENTS, JANUARY 1</b>                     | <b>1,100,344</b>    | <b>1,075,575</b>  | <b>736,120</b>    | <b>727,348</b>    | <b>733,245</b>    | <b>337,963</b>    |
| <b>CASH AND CASH EQUIVALENTS, DECEMBER 31</b>                   | <b>\$ 1,075,575</b> | <b>\$ 736,120</b> | <b>\$ 727,348</b> | <b>\$ 733,245</b> | <b>\$ 337,963</b> | <b>\$ 350,618</b> |

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Certified Public Accountants & Consultants

# Water Fund Projection



# Summary of Assumptions - Sewer

People  
+ Process  
Going Beyond the  
Numbers

- Charges for services revenue is based on projected rate increase percentages.
- Payments to suppliers/providers increase 3.0% per year and payments to employees to increase 3.0%, with the exception of insurance which is increasing at 5.0%
- New connections are estimated at 10 per year.
- Investment income is estimated .25% of prior year ending cash balance.
- Cash paid for acquisition of capital assets is taken from the City CIP plan. All capital is expected to be funded with cash reserves.
- Operating transfers are based on the 2015 budget and will increase 3.0% per year thereafter.
- Three separate scenarios will be presented.
- **Scenario 1** – Suggested rate increases along with not re-financing the current PFA debt.
- **Scenario 2** – Zero rate increases along with re-financing the current PFA debt.
- **Scenario 3** – Suggested rate increases along with future infrastructure capital line item budgeted at \$200,000 per year based on infrastructure study.
- **Scenario 4** – Suggested rate increases along with future infrastructure capital line item budgeted at \$200,000 per year based on infrastructure study. This scenario also includes the re-financing of the current PFA debt.

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# Sewer Fund

2017

Base - 15%

Usage - 7%

2018-2019

Base - 15%

Usage - 7%

2020-2021

Base - 5%

Usage - 5%

**Rationale:** Future capital needs are such that we recommend the City increase rates in order to maintain adequate cash reserves for the five year life of the rate study.

# Notable Projects from CIP Plan

People  
+ Process  
Going  
Beyond the  
Numbers

|                                 | 2016          | 2017          | 2018           | 2019     | 2020          | 2021     |
|---------------------------------|---------------|---------------|----------------|----------|---------------|----------|
| <b>Sewer</b>                    |               |               |                |          |               |          |
| Yearly Infrastructure Cost      | \$ -          | \$ -          | \$ -           | \$ -     | \$ -          | \$ -     |
| Infrastructure study            | 12,000        | -             | -              | -        | -             | -        |
| Rate Study                      | 8,000         | -             | -              | -        | -             | -        |
| SCADA 1/2                       | -             | 9,250         | -              | -        | -             | -        |
| Lift 1 Pump                     | -             | 7,000         | -              | -        | -             | -        |
| Temporary Building              | -             | 4,000         | -              | -        | -             | -        |
| Jetter Vacuum Truck             | -             | -             | 200,000        | -        | -             | -        |
| Lift 2 Pump                     | -             | -             | 4,000          | -        | -             | -        |
| Meter Reader                    | -             | -             | -              | -        | 10,000        | -        |
| <b>Total Water Fund Capital</b> | <b>20,000</b> | <b>20,250</b> | <b>204,000</b> | <b>-</b> | <b>10,000</b> | <b>-</b> |

- Note Scenario 3 includes \$200,000 for each year starting in 2017 for future infrastructure projects including lift stations.
- All projects intend to be paid for using cash reserves

# Scenario 1 – Suggested Rates, No Re-finance of PFA, No Capital

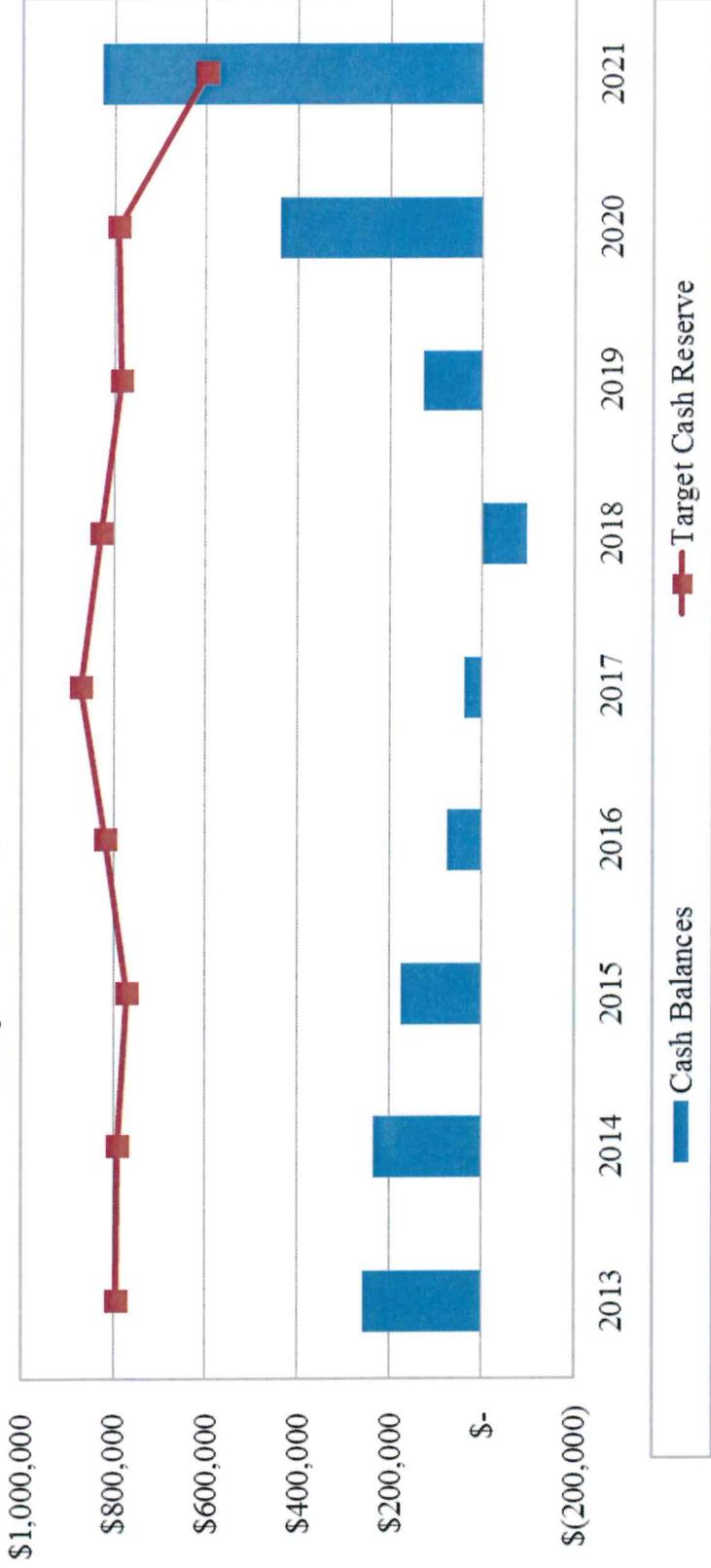
People  
+ Process  
Going  
Beyond the  
Numbers

|   | RATE STUDY PROJECTIONS |                   |                   |                   |                   |                   |
|---|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | Estimated<br>2016      | Estimated<br>2017 | Estimated<br>2018 | Estimated<br>2019 | Estimated<br>2020 | Estimated<br>2021 |
| Projected rate increase                                 |                        |                   |                   |                   |                   |                   |
| Usage rate  | 0%                     | 15%               | 15%               | 15%               | 5%                | 5%                |
| Fixed rate  | 0%                     | 7%                | 7%                | 7%                | 5%                | 5%                |
| Cash receipts   |                        |                   |                   |                   |                   |                   |
| Receipts from customers                                 | \$ 850,111             | \$ 956,028        | \$ 1,076,565      | \$ 1,213,866      | \$ 1,285,404      | \$ 1,361,092      |
| Other receipts  | 105,317                | 66,169            | 41,346            | 26,521            | 17,124            | 18,199            |
| Total cash receipts                                     | 955,428                | 1,022,197         | 1,117,911         | 1,240,387         | 1,302,528         | 1,379,291         |
| Cash disbursements                                      |                        |                   |                   |                   |                   |                   |
| Operating payments                                      | 429,268                | 442,353           | 455,843           | 469,748           | 484,081           | 498,856           |
| Debt service payments                                   | 605,340                | 596,174           | 596,200           | 545,330           | 495,382           | 495,034           |
| Acquisition of capital assets                           | 20,000                 | 20,250            | 204,000           | -                 | 10,000            | -                 |
| Other disbursements                                     | -                      | -                 | -                 | -                 | -                 | -                 |
| Total cash disbursements                                | 1,054,608              | 1,058,777         | 1,256,043         | 1,015,078         | 989,463           | 993,890           |
| NET INCREASE (DECREASE)<br>IN CASH AND CASH EQUIVALENTS | (99,180)               | (36,580)          | (138,132)         | 225,309           | 313,065           | 385,401           |
| CASH AND CASH EQUIVALENTS, JANUARY 1                    | 176,118                | 76,938            | 40,358            | (97,775)          | 127,535           | 440,599           |
| CASH AND CASH EQUIVALENTS, DECEMBER 31                  | 76,938                 | 40,358            | (97,775)          | 127,535           | 440,599           | 826,001           |

# Scenario 1 – Suggested Rates, No Re-finance of PFA, No Capital

People  
+ Process  
Going  
Beyond the  
Numbers

Projected Sewer Fund Cash Balances



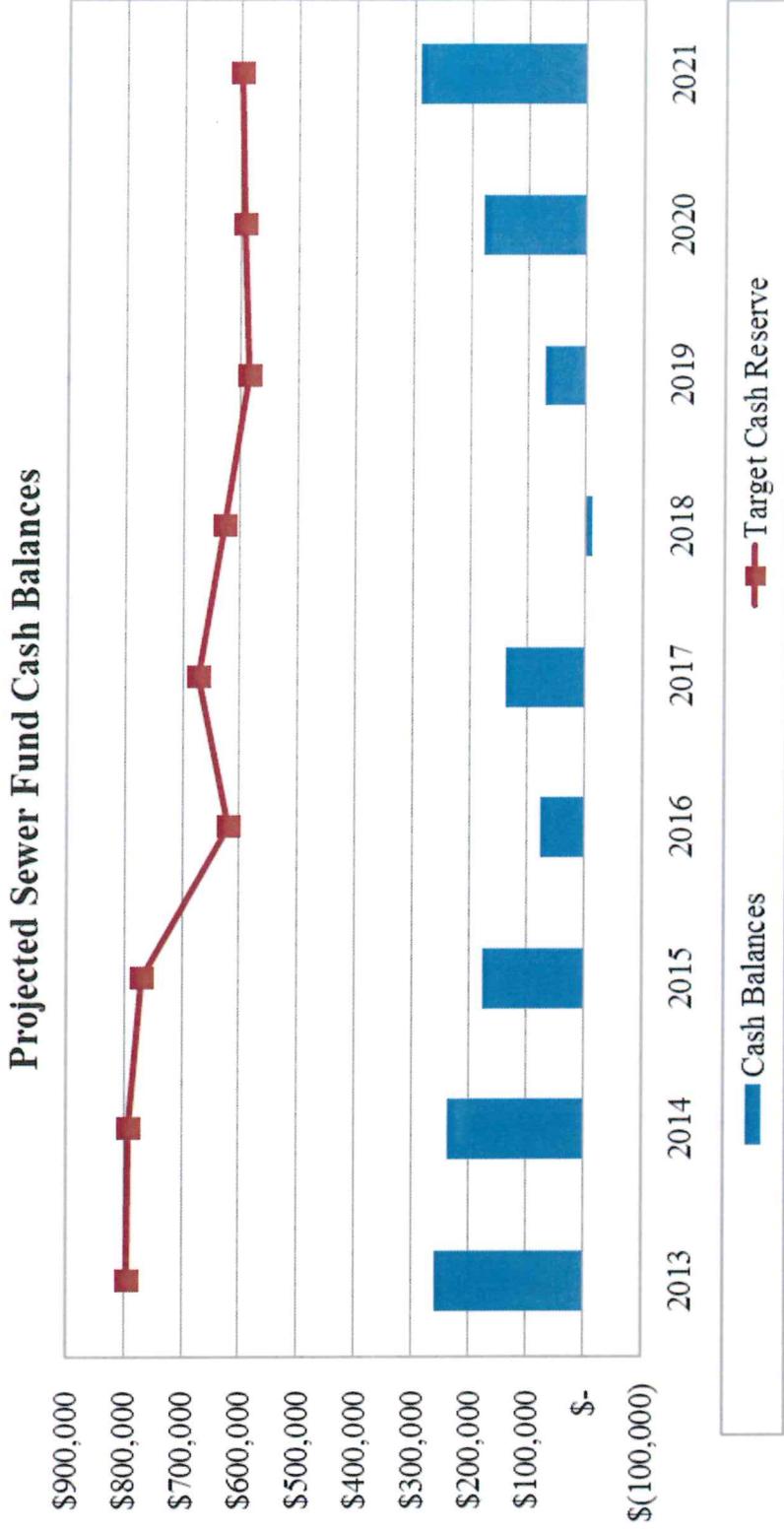
# Scenario 2 – Zero Rate Increase and Re-finance of PFA

People  
+Process  
Going  
Beyond the  
Numbers

|   | RATE STUDY PROJECTIONS |                   |                   |                   |                   |                   |
|---|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | Estimated<br>2016      | Estimated<br>2017 | Estimated<br>2018 | Estimated<br>2019 | Estimated<br>2020 | Estimated<br>2021 |
| Projected rate increase                                 |                        |                   |                   |                   |                   |                   |
| Usage rate  | 0%                     | 0%                | 0%                | 0%                | 0%                | 0%                |
| Fixed rate  | 0%                     | 0%                | 0%                | 0%                | 0%                | 0%                |
| Cash receipts   |                        |                   |                   |                   |                   |                   |
| Receipts from customers                                 | \$ 850,111             | \$ 857,965        | \$ 865,819        | \$ 873,673        | \$ 881,527        | \$ 889,381        |
| Other receipts  | 105,317                | 66,169            | 41,594            | 26,521            | 16,985            | 17,546            |
| Total cash receipts                                     | 955,428                | 924,134           | 907,412           | 900,194           | 898,511           | 906,926           |
| Cash disbursements                                      |                        |                   |                   |                   |                   |                   |
| Operating payments                                      | 429,268                | 442,353           | 455,843           | 469,748           | 484,081           | 498,856           |
| Debt service payments                                   | 605,340                | 399,027           | 398,362           | 347,294           | 297,176           | 296,680           |
| Acquisition of capital assets                           | 20,000                 | 20,250            | 204,000           | -                 | 10,000            | -                 |
| Other disbursements                                     | -                      | -                 | -                 | -                 | -                 | -                 |
| Total cash disbursements                                | 1,054,608              | 861,630           | 1,058,205         | 817,042           | 791,257           | 795,536           |
| NET INCREASE (DECREASE)<br>IN CASH AND CASH EQUIVALENTS | (99,180)               | 62,504            | (150,793)         | 83,152            | 107,254           | 111,390           |
| CASH AND CASH EQUIVALENTS, JANUARY 1                    | 176,118                | 76,938            | 139,442           | (11,351)          | 71,801            | 179,055           |
| CASH AND CASH EQUIVALENTS, DECEMBER 31                  | 76,938                 | 139,442           | (11,351)          | 71,801            | 179,055           | 290,446           |

# Scenario 2 – Zero Rate Increase and Re-finance of PFA

People + Process  
Going Beyond the Numbers



# Scenario 3 – Suggested Rate Increase, No PFA Re-finance, and Addition of Infrastructure Capital

People + Process  
Going Beyond the Numbers

|  | RATE STUDY PROJECTIONS |                |                |                |                |                |
|--|------------------------|----------------|----------------|----------------|----------------|----------------|
|  | Estimated 2016         | Estimated 2017 | Estimated 2018 | Estimated 2019 | Estimated 2020 | Estimated 2021 |
| Projected rate increase                              |                        |                |                |                |                |                |
| Usage rate   | 0%                     | 15%            | 15%            | 15%            | 5%             | 5%             |
| Fixed rate   | 0%                     | 7%             | 7%             | 7%             | 5%             | 5%             |
| Cash receipts  |                        |                |                |                |                |                |
| Receipts from customers                              | \$ 850,111             | \$ 956,028     | \$ 1,076,565   | \$ 1,213,866   | \$ 1,285,404   | \$ 1,361,092   |
| Other receipts                                       | 105,317                | 66,169         | 41,245         | 26,521         | 16,805         | 17,098         |
| Total cash receipts                                  | 955,428                | 1,022,197      | 1,117,810      | 1,240,387      | 1,302,209      | 1,378,190      |
| Cash disbursements                                   |                        |                |                |                |                |                |
| Operating payments                                   | 429,268                | 442,353        | 455,843        | 469,748        | 484,081        | 498,856        |
| Debt service payments                                | 605,340                | 596,174        | 596,200        | 545,330        | 495,382        | 495,034        |
| Acquisition of capital assets                        | 20,000                 | 220,250        | 404,000        | 200,000        | 210,000        | 200,000        |
| Other disbursements                                  | -                      | -              | -              | -              | -              | -              |
| Total cash disbursements                             | 1,054,608              | 1,258,777      | 1,456,043      | 1,215,078      | 1,189,463      | 1,193,890      |
| NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS | (99,180)               | (236,580)      | (338,233)      | 25,309         | 112,746        | 184,300        |
| CASH AND CASH EQUIVALENTS, JANUARY 1                 | 176,118                | 76,938         | (159,642)      | (497,875)      | (472,566)      | (359,821)      |
| CASH AND CASH EQUIVALENTS, DECEMBER 31               | 76,938                 | (159,642)      | (497,875)      | (472,566)      | (359,821)      | (175,521)      |

ABDO

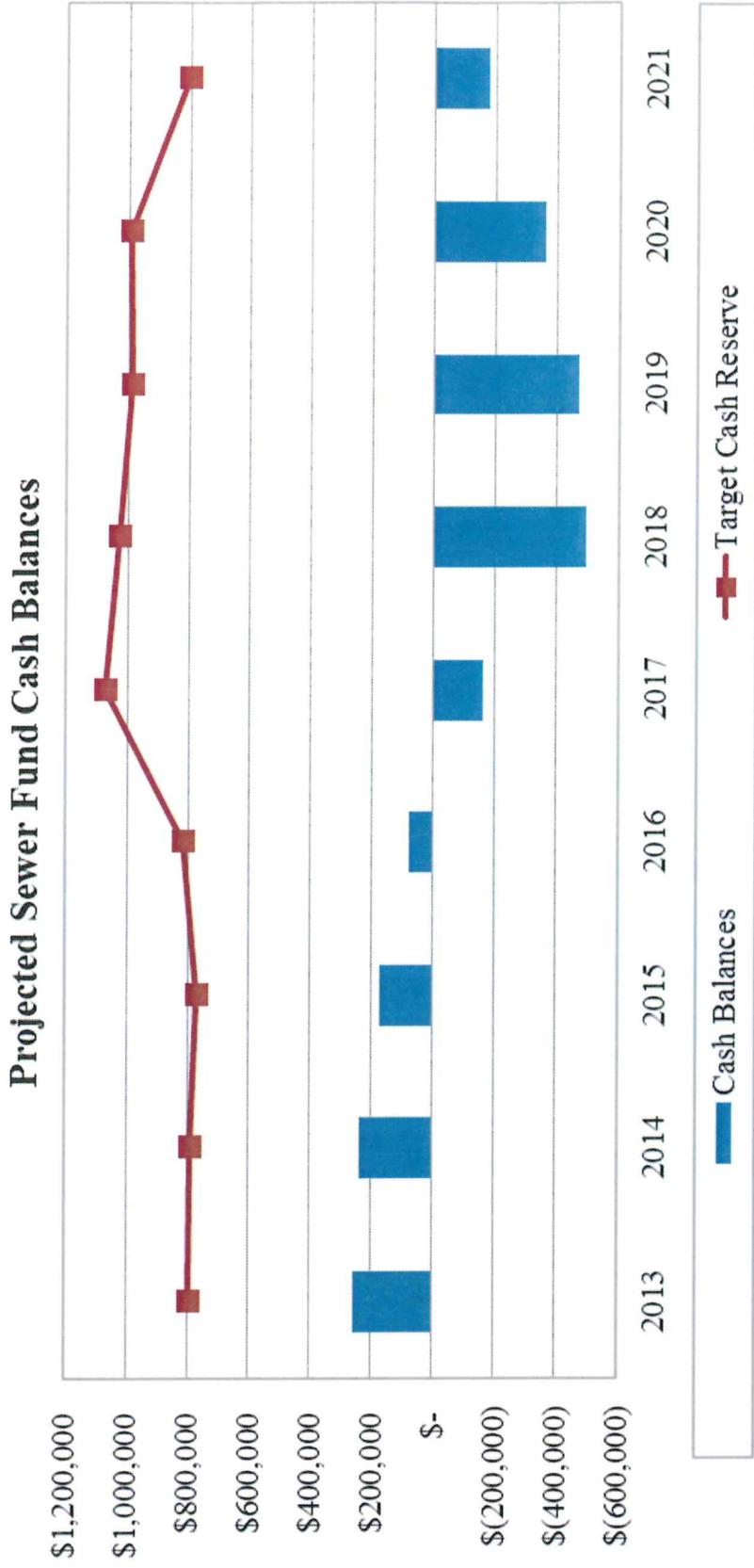
EICK &

MEYERS LLP

Certified Public Accountants & Consultants

# Scenario 3 – Suggested Rate Increase, No PFA Re-finance, and Addition of Infrastructure Capital

People + Process  
Going Beyond the Numbers



# Scenario 4 – Suggested Increase, Infrastructure Capital, PFA Re-Finance

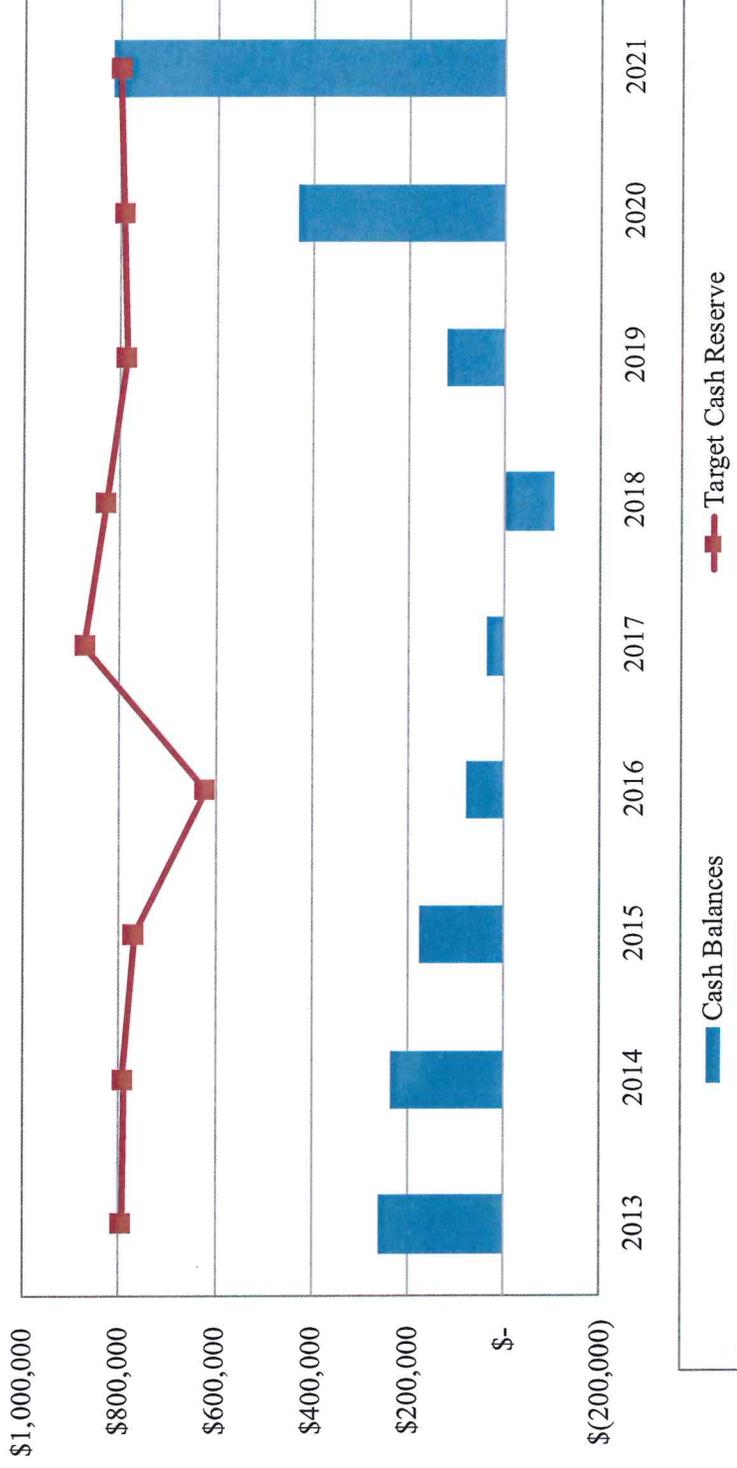
People  
+ Process  
Going  
Beyond the  
Numbers

| RATE STUDY PROJECTIONS                                  |                   |                   |                   |                   |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | Estimated<br>2016 | Estimated<br>2017 | Estimated<br>2018 | Estimated<br>2019 | Estimated<br>2020 | Estimated<br>2021 |
| Projected rate increase                                 |                   |                   |                   |                   |                   |                   |
| Usage rate  | 0%                | 15%               | 15%               | 15%               | 5%                | 5%                |
| Fixed rate  | 0%                | 7%                | 7%                | 7%                | 5%                | 5%                |
| Cash receipts   |                   |                   |                   |                   |                   |                   |
| Receipts from customers                                 | \$ 850,111        | \$ 956,028        | \$ 1,076,565      | \$ 1,213,866      | \$ 1,285,404      | \$ 1,361,092      |
| Other receipts  | 105,317           | 66,169            | 41,339            | 26,521            | 17,106            | 18,178            |
| Total cash receipts                                     | 955,428           | 1,022,197         | 1,117,904         | 1,240,387         | 1,302,510         | 1,379,269         |
| Cash disbursements                                      |                   |                   |                   |                   |                   |                   |
| Operating payments                                      | 429,268           | 442,353           | 455,843           | 469,748           | 484,081           | 498,856           |
| Debt service payments                                   | 605,340           | 399,027           | 398,362           | 347,294           | 297,176           | 296,680           |
| Acquisition of capital assets                           | 20,000            | 220,250           | 404,000           | 200,000           | 210,000           | 200,000           |
| Other disbursements                                     | -                 | -                 | -                 | -                 | -                 | -                 |
| Total cash disbursements                                | 1,054,608         | 1,061,630         | 1,258,205         | 1,017,042         | 991,257           | 995,536           |
| NET INCREASE (DECREASE)<br>IN CASH AND CASH EQUIVALENTS | (99,180)          | (39,433)          | (140,301)         | 223,345           | 311,253           | 383,733           |
| CASH AND CASH EQUIVALENTS, JANUARY 1                    | 176,118           | 76,938            | 37,505            | (102,797)         | 120,548           | 431,802           |
| CASH AND CASH EQUIVALENTS, DECEMBER 31                  | 76,938            | 37,505            | (102,797)         | 120,548           | 431,802           | 815,535           |

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# Scenario 4 – Suggested Increase, Infrastructure Capital, PFA Re-Finance

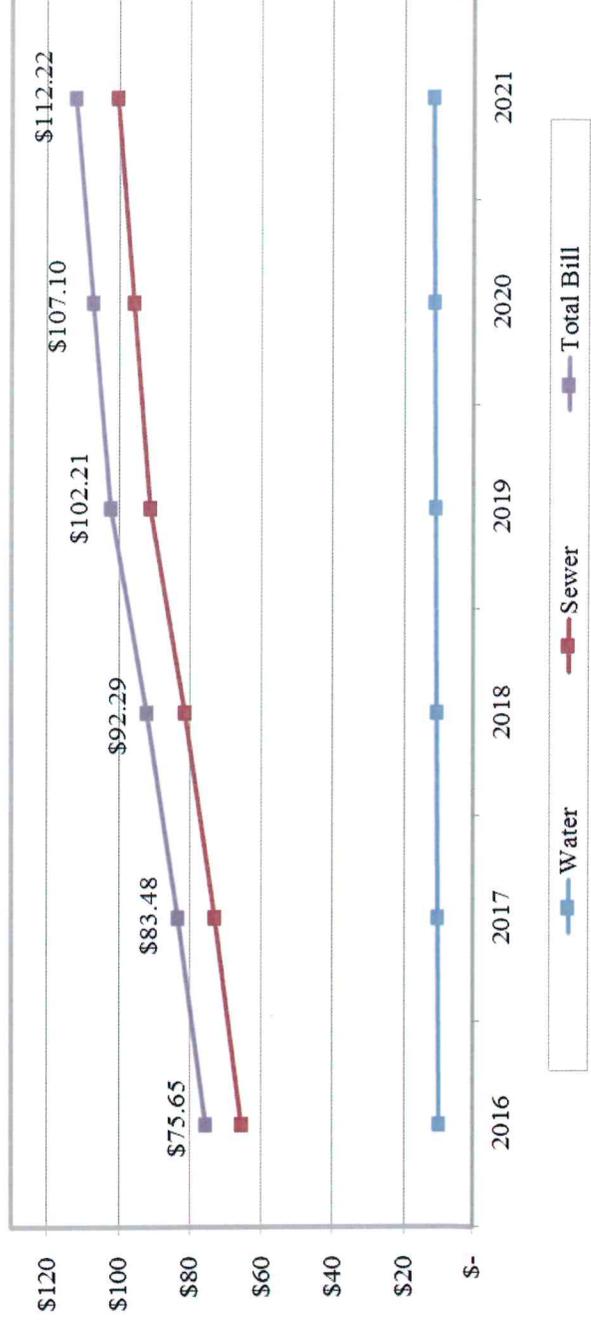
Projected Sewer Fund Cash Balances



# Projected Total Residential Monthly Utility Bill – Suggested Rate Increase

|                | Total<br>Water/Sewer<br>Bill | Monthly<br>Dollar<br>Change | Monthly<br>Percentage<br>Change |
|----------------|------------------------------|-----------------------------|---------------------------------|
| Current (2016) | \$ 75.65                     |                             |                                 |
| 2017           | 83.48                        | 7.83                        | 10.4%                           |
| 2018           | 92.29                        | 8.81                        | 10.6%                           |
| 2019           | 102.21                       | 9.92                        | 10.7%                           |
| 2020           | 107.10                       | 4.89                        | 4.8%                            |
| 2021           | 112.22                       | 5.13                        | 4.8%                            |

Projected Total Residential Monthly Utility Bill Under Recommendations  
(Average 4,000 gallons)



# Next Steps

- Final approval of utility rates for 2017 by December.
- Plan to revisit rate study in 2018.

People  
+ Process  

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Going  
Beyond the  
Numbers

# Questions?

# Utility Master Plan Annexation Area

City of Clearwater

**October 2016**

**BMI Project # R16.112344**

**Submitted by:**  
**Bolton & Menk, Inc.**  
**1960 Premier Drive**  
**Mankato, MN 56001**  
**P: 507-625-4171**  
**F: 507-625-4177**

# Certification

Utility Master Plan  
Annexation Area

for

City of Clearwater  
Clearwater, Minnesota  
R16.112344

October 2016

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By:



---

Joseph Pelawa, P.E.

License No. 42603

Date:

October 11, 2016

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## Appendix

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| Appendix A: | Proposed Land Use Plan and Annexation Area |
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## I. EXECUTIVE SUMMARY

### A. GENERAL

The purpose of this study is to provide guidance and planning for providing city utilities (sanitary sewer and water main) for future annexations, focusing on the annexation agreement area with Clearwater Township. The study also presents a brief overview evaluation of providing city services to additional areas west of the Clearwater River in Lynden Township, Stearns County and north of the Mississippi River in Clear Lake Township, Sherburne County.

### B. EVALUATION OF EXISTING FACILITIES

At this time the City facilities are able to serve the existing community and provide service to areas developed within the City Limits. The existing city utility facilities consist of three wells, two water towers, water distribution system, sanitary sewer collection system, two lift stations and a jointly managed wastewater treatment facility with the City of Clear Lake.

Sanitary sewer collection system functions for the existing service area and for platted areas that have services extended to the parcels within the city limits. (See Exhibit 1) Expansion beyond the current system will require evaluation of existing facilities for routing and capacity as these system expansions are proposed. The specific nature of these proposed flows will determine where and what system upgrades will need to occur. Lift Station #2 was built and sized for the Cedar South development and minimal commercial connection on Highway 24. Expansion of flows above these allocated flows will require upgrades to the station by replacing with larger pumps.

#### Lift Station

- Lift Station #1 Twin 20 hp pumps and 560 gpm capacity, 10” Forcemain to Treatment Facility.
  - Capacity available.
- Lift Station #2 Twin pumps, 4” Forcemain to structure and gravity across Interstate.
  - Capacity allocated – Cedar South Development
  - Capacity is currently available.

#### Treatment Facility

- Plant Capacity 385,000 gpd
  - Capacity available.
- Clearwater Average Flow 130,000 gpd
  - Range from 120,000 to 150,000 gpd
- Clear Lake Average Flow 30,000 gpd

Water Distribution System provides a basic service level for the connected service area. (See Existing Water System - Exhibit 2) System modeling performed and calibrated with field flow testing has shown that the distribution system does provide adequate pressures and

volumes. Sufficient storage volume and capacities exist to accommodate the current annexation agreement areas and land uses as identified in the future land use plan (See Appendix A). Concern in the existing system include stretches of undersized watermain and lack of secondary looping to provide alternate water routing within the community. Areas of immediate concern are an undersized watermain in Heaton Boulevard, secondary watermain loop service for Cedar South development with the expansion region south of the Interstate and secondary watermain looping north of Highway 24 and west of County Highway 75.

It is reasonably expected that existing facilities have available capacities for 50% to 75% increase than current usage. Capacities of the existing city facilities are outlined below:

#### Storage Tower

- Capacity available.
- Tower #1 capacity 100,000 gallons
- Tower #2 capacity 300,000 gallons

#### Wells

- Capacity available.
- Well #1 Decommissioned/Shut down
- Well #2 capacity 200 gpm
- Well #3 capacity 310 gpm\*
- Well #4 capacity 440 gpm

\* Well water from this well requires higher level of treatment prior to distribution. This well is used sparingly and for backup purposes.

### C. PROPOSED FACILITIES AND SERVICE REGIONS

Additional sanitary sewer flows into the current system will require evaluation on routing, capacity and infrastructure improvements of existing facilities to handle the additional flows. City services to serve the annexation agreement area is broken into three general regions. Additional areas adjacent to the City include two regions west of the Clearwater River and one region north of the Mississippi River:

1. REGION A: Highway 24 Corridor (South Expansion) (See Exhibit 3)
2. REGION B: County Highway 7 Corridor (Southeast Expansion) (See Exhibit 4)
3. REGION C: County Highway 75 Corridor (East Expansion) (See Exhibit 5)
4. REGION D: County Highway 75 Corridor (West Expansion) (See Exhibit 6)
5. REGION E: County Highway 145 & 200<sup>th</sup> St. Corridor (Southwest Expansion) (See Exhibit 7)
6. REGION F: Highway 24 North Corridor

#### 1. REGION A

Proposed utilities to service the Highway 24 Corridor would require construction of a trunk sanitary sewer collection line, central lift station and forcemain. The existing

development service area south of the interstate is supplied by a single watermain feed under the interstate. A secondary loop connection is recommended to be completed under Interstate 94 to the 12" trunk line at City Water Tower #2 along County Highway 75. Water distribution system would preferably be connected at the north and south ends to the existing city trunk system, with internal looping to balance system supply.

- a) North portion of this corridor
  - (1) 335 acres
- b) South Portion of this corridor
  - (1) 512 acres

## 2. REGION B

Southeast expansion area services can partially utilize the existing trunk facilities extended thru the Cedar South development. To adequately provide water for the area and existing service area south of the interstate, a secondary loop connection would need to be completed under Interstate 94 connecting to the 12" main line at City water tower #2 along County Highway 75. Water system loops would connect to the existing stubs along Cedar South development.

Sanitary sewer collection west of County Highway 7 (Area B-1, Exhibit 4) can be accomplished with gravity connection to Cedar South with the limiting factor of the two downstream lift stations capacities. Gravity trunk collection lines in Area B-1 could extend service 1 mile south to County Road 104. Properties fronting County Highway 7 and east to Interstate 94 (Area B-2 Exhibit 4) lack in elevation to be serviced through the existing gravity lines. These flows would be routed south and east towards Fish Lake and County Road 104. A couple of options exist at this location:

- a) The sanitary could be routed north across the interstate by gravity to a new lift station and forcemain. (See Exhibit 5 – East County Highway 75)
- b) Construct a lift station and pump 1.5 miles west to the trunk line extended from Cedar South Development.

- (1) North portion of Area (B-1N)
  - a. 221 acres
- (2) South Portion of Area (B-1S)
  - a. 154 acres
- (3) North portion of Area (B-2N)
  - a. 407 acres
- (4) South Portion of Area (B-2S)
  - a. 308 acres

## 3. REGION C

Proposed utilities to service the County Highway 75 Corridor East would require sanitary sewer construction by extending the existing trunk line located within Sunrise Court along County Highway 75, trunk gravity collection system, new lift station, and forcemain back up to the Sunrise Court. Watermain extended along County Highway 75 would be connected at the City Water Tower #2 on the north with a future loop

connection at the south crossing the interstate to provide secondary water system feed for both areas north and south of the interstate.

a) Only the area on the river bank bluff above the flood plain zone is considered serviceable.

(1) 241 acres

#### 4. REGION D

Proposed utilities to service the County Highway 75 Corridor West would require sanitary sewer construction of a trunk collection system, lift station and forcemain across the Clearwater River, connecting to the City system at Main and Oak Street. Water service would require a crossing of the Clearwater River and eventually south loop under the interstate to provide for both areas north and south of the interstate west of the Clearwater River. This area will require additional analysis and planning, outside the scope of this study.

#### 5. REGION E

Proposed utilities to service the County Highway 145 & 200<sup>th</sup> Street Corridor West would require sanitary sewer construction of trunk collection system, lift station and forcemain across the Clearwater River connecting to the City system at Highway 24 and County Highway 145 (179<sup>th</sup> St.). Water service would require a crossing of the Clearwater River and eventually north under the interstate to provide a loop for both areas north and south of the interstate.

a) Properties along 200<sup>th</sup> Street and County Highway 145.

(1) 678 acres

#### 6. REGION F

Services north of the Mississippi River will require in-depth analysis, planning and municipal agreements, which is outside the scope of this study.

## II. EVALUATION OF REGIONS

Alternatives for the community are evaluated under existing site and regulatory conditions, with consideration of future regulations.

### A. REGION A - HIGHWAY 24 CORRIDOR (SOUTH EXPANSION)

Features & Requirements:

- Final design will require MN Department of Health approval for watermain expansion, with the sanitary sewer extension permit process and design approval from the MN Pollution Control Agency (MPCA).
- Permitting is required to cross county road with trunk facilities and may also include some wetland permitting, dependent on routing of facilities.
- The flows will be routed to a central lift pump station and pumped to existing city collection lines.
- Easements will be required for placement of trunk facilities and pressurized forcemain to discharge location.

- Trunk water distribution system loop connection to existing City trunk facilities is recommended.

#### 1. Gravity Sewer Collection System

Gravity sewer would be routed along Highway 24 from the north running south  $\frac{3}{4}$  mile to a central lift station. Based upon existing surface elevations this route is proposed west of Highway 24 and along a proposed commercial service road for the area. Service for the north mile of service region "A" would be planned and additional areas farther south added as determined by municipal agreements, growth and development need.

The trunk facility would consist of 4,200 feet of 10 inch and 5,000 feet of 8 inch collection lines to the adjacent development areas. Sewer stubs would be extended across Highway 24 to provide service for properties located east of the highway. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 8 to 18 feet in depth. Some of the property areas adjacent to the Clearwater River, due to lower elevations, would require individual lift stations to fully service the area. The gravity collection system requires minimal operation and maintenance (O & M) commitment from the City.

#### 2. Lift Station Pump System

Lift station placement would be centrally located for the service area, this also corresponds with some of the lower land elevations for the area. The north portion of this service region is within the original study area. By placing the lift station at the proposed location the service area can be expanded to include properties farther south, past County Road 104. Station sizing will need to be evaluated based upon proposed flows, operation efficiency optimization, odor controls and cost evaluations. Central lift station pumps would grind and pressurize the 6 inch forcemain line delivering waste to the trunk located at the south end of Cedar South development.

The lift station will consist of a wet well, pumps, valve access structure, electronic controls, monitoring equipment and associated piping. Station system is owned, operated and maintained by the City, located near the street for City staff access and maintenance and connected to the City SCADA monitoring system. O & M will entail pump replacement, unclogging and pressurized line maintenance.

#### 3. Water Distribution System

Watermain is proposed to be 12 inch and would be routed along Highway 24 from the north running south then east providing a loop connection to existing city facilities within the Cedar South development. To adequately provide water for this area and existing service area south of the interstate a secondary loop connection should be completed under Interstate 94 connecting to the 12 inch trunk line at the City Water Tower #2 along County Highway 75. System loop connections and hydrants would extend at intervals to facilitate service for properties within the service area.

The north portion of this service region is within the original study area.

#### 4. Surface Improvements

Initially minimal surface improvements would be needed for these infrastructure improvements. Main impacts would be some removals and restoration where the trunk lines, structures and facilities disturb the existing open areas. This would amount to some tree removal, vegetation restoration on excavated areas, shoulder road repairs and surfacing where access is needed for maintaining and inspecting operating facilities.

## B. REGION B - COUNTY HIGHWAY 7 CORRIDOR (SOUTHEAST EXPANSION)

### Features & Requirements:

- Final design will require MN Department of Health approval for watermain expansion, with the sanitary sewer extension permit process and design approval from the MN Pollution Control Agency (MPCA).
- Permitting to place trunk facilities across and within (County & Interstate) road R/W and may include some wetland permitting with routing of facilities.
- Permitting to place facilities across Interstate.
- Easements will be required for placement of trunk main facilities.
- Trunk water distribution system loop connection to existing City trunk facilities.

### 1. Gravity Sewer Collection System – Areas B-1 and B-2

Service Area B-1 Gravity sewer would be extended to the south limit of the annexation agreement area from Cedar South development. Based upon existing surface elevations this route is proposed to service the area directly south of Cedar South Development. The trunk facility would consist of 3,600 feet of 10 inch trunk collection line thru the development area. Sewer stubs would be stubbed out from structures to provide service for adjacent properties. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 8 to 18 feet in depth.

Service Area B-2 is basically the east portion Region B serviced with gravity lines to collect wastewater and route to a location near Fish Lake, further discussed under item 1.a and 1.b for routing from this location. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 8 to 22 feet in depth and connected with 8,900 feet of 8 inch PVC sewer lines. Sanitary sewer service stubs would be extended from this trunk line as development occurs. Some of the property areas adjacent to highway 7 and Fish Lake due to lower elevations would require individual lift stations to fully service the area. The gravity collection system requires minimal operation and maintenance commitment from the City.

#### a) Lift Station Pump System

Lift station placement could be placed on the east side of the service area, which also corresponds with the lower land elevations for the area. The northeast portion (Area B-2N on Exhibit 4) of this service region would originally planned and sized with the additional areas south and east (Area B-2) available for development with municipal connections. Station sizing will need to be evaluated based upon proposed flows, operation efficiency optimization, odor controls and cost evaluations. This East Central lift station would grind and pressurize the 6 inch forcemain line. Two options exist for routing this waste:

(1) To the existing facilities located at the south end of Cedar South development.

(2) Across Interstate 94 to the north and the new proposed Area “C” lift station located at the east end of County Highway 75.

Lift station will consist of a wet well, pumps, valve access structure, electronic controls, monitoring equipment and associated piping. Station

system is owned, operated and maintained by the City, located near the street for City staff access and maintenance and connected to the City SCADA monitoring system. O & M will entail pump replacement, unclogging and pressurized line maintenance.

b) Gravity north across Interstate 94

Gravity sewer could be extended to the north across interstate 94 with the construction of a new lift station to service the county highway 75 corridor area east. Based upon existing surface elevations this route is proposed to closely follow the 950 contour elevation west of Fish Lake. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 8 to 16 feet in depth and connected with 5,000 feet of 10 inch PVC sewer line. This would be a sanitary sewer trunk line with no individual service connections and stubs from structures limited. The gravity trunk connection system would require minimal operation and maintenance commitment from the City.

2. Water Distribution System

To provide water for the service area south of the interstate, an additional loop connection would be proposed under Interstate 94 connecting to the trunk line at City Water Tower #2. Watermains would be routed from the new proposed Interstate 94 crossing and provide loop connections to existing city facilities stubbed from the east side of Cedar South development. System connections and hydrants would be extended across County Highway 7 at intervals to facilitate service looping for adjacent properties and connections to existing city facilities.

Service for the region directly south of Cedar South development is originally planned.

3. Surface Improvements

Minimal surface improvements would be needed for these infrastructure improvements. Main impacts would be removals and restoration where the trunk lines, structures and facilities are placed. This would amount to some tree removal, vegetation restoration to excavated areas, some road repairs and surfacing where access is needed for maintaining and inspecting operating facilities. This would be confined within the easement or proposed roads with the installation of these trunk facilities.

**C. REGION C - COUNTY HIGHWAY 75 CORRIDOR (EAST EXPANSION)**

Features & Requirements:

- Final design will require MN Department of Health approval for watermain expansion, with the sanitary sewer extension permit process and design approval from the MN Pollution Control Agency (MPCA).
- Permitting to cross county road with trunk facilities is required and may include some wetland permitting dependent on routing of facilities.
- The flows will be routed to a central lift pump station and pumped to existing city collection lines.
- Easements will be required for placement of trunk facilities and pressurized forcemain to discharge location.
- Trunk water distribution system loop connection to existing City trunk facilities is recommended.

### 1. Gravity Sewer Collection System

Gravity sewer is stubbed from Sunrise Court and would be extended 4,200 lineal feet along County Highway 75. Remaining properties would flow south 3,700 feet to a new proposed lift station. Based upon existing surface elevations this collection route is proposed along County Highway 75 with trunk stub lines extending across County Highway 75 to service areas as they develop. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 8 to 20 feet in depth and connected with 8 inch PVC sewer lines. The property areas located below the bluff elevation and in the flood plain adjacent to the Mississippi River, due to lower elevations would require individual lift stations to fully service the area. The gravity collection system requires minimal operation and maintenance (O & M) commitment from the City.

### 2. Lift Station Pump System

Lift station placement would be located at the south end of the service area, this also corresponds with some of the lower land elevations for the area. A lift station to provide service for the east portion of this service region would be originally planned. Central lift station pumps would grind and pressurize the 6 inch forcemain line delivering waste to the city line extended from Sunrise Court along County Highway 75.

It is not anticipated within the planning window of 30 years that additional areas farther east or the south side of Interstate 94 would be added to this system. More evaluation on users discharge amounts and downstream system capabilities would be required if these areas are pushed for city services.

Lift station will consist of a wet well, pumps, valve access structure, electronic controls, monitoring equipment and associated piping. Station system is owned, operated and maintained by the City, located near the highway or in an access road easement for City staff access and maintenance, connected to the City SCADA monitoring system. O & M will entail pump replacement, unclogging and pressurized line maintenance.

### 3. Water Distribution System

With Well Tower #2 located at the north end of this service area, adequate water supply is anticipated without looping. Watermains would be routed along County Highway 75 from the north running southeast. It is desired to have a secondary loop connection to provide water for this area and service area south of the interstate to reduce the potential customer disruptions if repairs or connections are performed. Minor looping can be achieved within the areas proposed for development and planned as part of the development process. A loop proposed west across the interstate connection to existing City facilities within the Cedar South development would complete a secondary feed for the area. System loop connections and hydrants would be extended at intervals to facilitate service for those properties.

### 4. Surface Improvements

Initially minimal surface improvements would be needed for these infrastructure improvements. The sanitary sewer line is stubbed out 8' from Sunrise Court Structure #24 and located in grass open space. Main impacts would be some removals and restoration where the trunk lines, structures and facilities disturb the existing open areas. This would amount to some tree removal, vegetation restoration on excavated areas, driveway restoration, some shoulder road repairs and surfacing where needed for maintaining and inspecting facilities.

### III. EVALUATION OF FUTURE REGIONS

#### A. REGION D - COUNTY HIGHWAY 75 CORRIDOR (WEST EXPANSION)

##### Features & Requirements:

- DNR permitting to cross the Clearwater River with Watermain and Forcemain facilities.
- Permitting for placement of facilities within county road R/W.
- The gravity flows routed to a central lift pump station and pumped to existing city collection lines located at Main and Oak Streets.
- Trunk water distribution system connection to existing City trunk facilities.
- MN Department of Health approval watermain expansion,
- MPCA Sanitary sewer extension permit

Services for this area will require analysis and planning, outside the scope of this study. Items outlined above briefly outline the system scope and regulatory steps to start planning for services to this area.

##### 1. Gravity Sewer Collection System

Gravity sewer would be routed along the local roads from the north and west running towards the County Highway 75 Bridge crossing the Clearwater River to a lift station.

##### 2. Lift Station Pump System

Lift station placement would be centrally located for the service area, this also corresponds with some of the lower land elevations for the area.

##### 3. Water Distribution System

Watermains would be routed along the local roads and County Highway 75 providing an internal loop and future stub south to loop connection with the area south of the interstate.

#### B. REGION E - COUNTY HIGHWAY 145 CORRIDOR (SOUTHWEST EXPANSION)

##### Features & Requirements:

- Final design will require MN Department of Health approval for watermain expansion, with the sanitary sewer extension permit process and design approval from the MN Pollution Control Agency (MPCA).
- DNR permitting to cross the Clearwater River with Watermain and Forcemain facilities.
- Permitting for placement of facilities within county road R/W.
- Placement of facilities could closely follow existing local road right of way.
- The gravity flows routed to a central lift pump station and pumped to existing city collection lines located at Highway 24 and 179<sup>th</sup> Street (County Highway 145).
- Trunk water distribution system connection to existing City trunk facilities.

##### 1. Gravity Sewer Collection System

Gravity sewer would be routed along County Highway 145 and 200<sup>th</sup> Street from the west running east to a central lift station. Manhole structures would be placed at approximately 400 foot intervals with heights varying from 12 to 22 feet in depth and connected with 8 inch PVC sewer lines. Sanitary sewer main stubs would be extended to provide service for properties located along these roads. Some of the property areas adjacent to the Clearwater River, due to lower elevations, would require individual lift

stations to fully service the area. The gravity collection system requires minimal operation and maintenance (O & M) commitment from the City.

## 2. Lift Station Pump System

Lift station placement would be located at the east side of the service area, this also corresponds with some of the lower land elevations for the area. Station sizing will need to be evaluated based upon proposed flows, operation efficiency optimization, odor controls and cost evaluations. Central lift station pumps would grind and pressurize the 8 inch forcemain line delivering waste to the trunk located at the intersection of County Highway 145 and Highway 24.

Lift station will consist of a wet well, pumps, valve access structure, electronic controls, monitoring equipment and associated piping. Station system is owned, operated and maintained by the City. Located near the street for City staff access and maintenance. Connected to the City SCADA monitoring system. O & M will entail pump replacement, unclogging, pressurized line maintenance.

## 3. Water Distribution System

Watermains would be routed along County Highway 145 and 200<sup>th</sup> Street, providing initial service with plans for an internal loop connection farther west as development happens. System loop connections and hydrants would be extended at intervals as these properties develop to facilitate service for those properties. To adequately provide water for this area and service area north of the interstate as the develop a secondary loop connection should be completed under Interstate 94..

Service for the properties fronting County Highway 145 and 200<sup>th</sup> Street of this service region is originally planned and additional areas added as determined by municipal agreements and development need.

## 4. Surface Improvements

Initially minimal surface improvements would be needed for these infrastructure improvements. Main impacts would be some removals and restoration where the trunk lines, structures and facilities disturb the existing open areas. This would amount to some tree removal, vegetation restoration on excavated areas, some shoulder road repairs and surfacing where access is needed for maintaining and inspecting operating facilities.

## **C. REGION F - HIGHWAY 24 CORRIDOR (NORTH EXPANSION)**

This area is outside the scope of this study. Services for this area could be provided, but will require additional analysis, planning and municipality agreements.

Items outlined below briefly outline regulatory steps to start planning for services to this area.

- Municipal agreement with neighboring community to provide services.
- DNR permitting to cross the Mississippi River with Watermain facilities.
- MN Pollution Control Administration (MPCA) sanitary sewer extension.
- MN Department of Health watermain.

## IV. CONCLUSION

Communities like Clearwater are caught between lack of funding resources and competition with other communities for growth and development options. Clearwater has some infrastructure needs that should be addressed in the near future. System improvements to facilitate growth and reliability will need further discussion with City Council, Planning, Property Owners and Developers. How to proceed will depend on funding options, community resources available, type and desired growth and needs within the community.

The treatment plant, jointly owned by Clearwater and Clear Lake, will require discussions with Clear Lake on facility capacities, cost sharing agreement and operations going forward with anticipated infrastructure improvements and development by the City of Clearwater.

The necessary capital can come from cash reserves, federal and/or state grants and loans, or be borrowed from other sources. Generally, all loans or borrowed capital are amortized in the form of bonds. The bonds are paid off a little each year at the bonded interest rate and term, usually 20 or 30 years. Clearwater will need to complete a funding analysis and planning for costs associated with proposed community improvements. Part of this analysis is determining what Clearwater obligations within their annual budget for operating the system and repayment of bonds associated with these improvements. Increases in property values and taxes to Clearwater will need to be evaluated to help provide base funding for proposed improvements.

In addition to planning for the expansion of municipal services into these adjacent areas, the City of Clearwater should also develop a transportation plan for these areas. This would help provide guidance for traffic flow and connection access within these areas.

Proposed individual high users will require specific analysis of anticipated use and impacts on the system. Additional sanitary sewer flows into the current system will require more specific evaluation on what impacts the specific sanitary sewer additions will have on existing facilities and specific upgrades in infrastructure will be needed. Expansion of the service area south of the interstate and increase flows thru Lift Station #2 along with allocation of that capacity to properties within the service area. Lift Station #2 was built and sized for the Cedar South development and minimal commercial connection on Highway 24. Expansion of flows above these allocated flows will require upgrades to the station by replacing with larger pumps. If proposed flows are high enough an additional wet well with backup pump capacity should be considered. These will need to be evaluated on an individual proposed development basis and specifics of the flows.

Preliminary discussions with regulatory agencies for proposed projects and permitting will help in moving these improvements forward in an orderly manner. As the City determines which areas to expand services too, a specific Preliminary Engineering Report for that area to evaluate the specific costs, feasibility and project design of providing these services should be completed. Specific cost estimate and design are suggested to move forward accurately when applying for funding and permitting.

## V. RECOMMENDATION

Infrastructure will be needed to provide additional areas with City services. Existing water storage facilities are adequate for the proposed annexation area expansions under the current land use plan.

Proposed Improvements to be considered by the City of Clearwater:

### A. WATERMAIN

1. Upgrade undersized watermain located in Heaton Boulevard from Tower #1 to Interstate 94 crossing. If completed as a standalone project the estimated cost for trunk watermain improvements \$390,000. Table 5

2. Secondary loop connection for area south of Interstate and loop connection to the east side of Cedar South development. Estimated cost for trunk watermain improvements \$965,000. Table 6

3. Secondary loop connection for business area north of Highway 24 west of County Highway 75. Estimated cost for trunk watermain improvements \$200,000. Table 7

### B. SANITARY SEWER

1. Lift Station #2 Capacity and Operation upsizing based upon proposed additional service area users. Estimated cost for improvements \$200,000. Table 8

### C. SERVICE AREA EXPANSION

1. Expansion of services along Highway 24 south, Region A-1N (Exhibit 3) Estimated cost for sanitary sewer \$2,490,000, trunk watermain improvements \$2,130,000. Estimated total of \$4,610,000. Table 1A

2. Expansion of services along County Highway 75 east, Region C (Exhibit 5) Estimated cost for sanitary sewer \$2,960,000, trunk watermain improvements \$1,980,000. Estimated total of \$4,940,000. Table 3

# Tables

**TABLE 1A-N**

**TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - HWY 24 CORRIDOR**

**ORTH REGION A (N)**

| DISTRICT                            | LOCATION                                 | SIZE (IN.)         | QTY (EA) | LENGTH (FT.) | UNIT COST | LIFT STATION | ESTIMATED COST     |
|-------------------------------------|--|--------------------|----------|--------------|-----------|--------------|--------------------|
| <b>REGION "A-N" Hwy 24 Corridor</b> |  |                    |          |              |           |              |                    |
| <b>SANITARY SEWER</b>               |  |                    |          |              |           |              |                    |
|                                     | MOBILIZATION                             |                    | 1        |              | \$40,000  |              | \$40,000           |
|                                     | LS-A                                     |                    |          |              |           | \$400,000    | \$400,000          |
|                                     | LS-A to MH-B                             | 6" FM              |          | 5,100        | \$57      |              | \$290,700          |
|                                     | MH-A1 to MH-A12                          | 10" SDR 35         |          | 4,200        | \$45      |              | \$189,000          |
|                                     | MH-A12 to MH-A16                         | 8" SDR 35          |          | 1,400        | \$40      |              | \$56,000           |
|                                     | MH-A12 to MH-A16                         | 12" Jacking Casing |          | 60           | \$600     |              | \$36,000           |
|                                     | MH-A6 to MH-E3                           | 8" SDR 35          |          | 1,100        | \$40      |              | \$44,000           |
|                                     | MH-A6 to MH-E3                           | 12" Jacking Casing |          | 60           | \$600     |              | \$36,000           |
|                                     | MH-A1 to MH-E11                          | 8" SDR 35          |          | 2,500        | \$40      |              | \$100,000          |
|                                     | MH-A1 to MH-E11                          | 12" Jacking Casing |          | 60           | \$600     |              | \$36,000           |
|                                     | STRUCTURES                               | 48" Dia.           | 30       | 16           | \$425     |              | \$204,000          |
|                                     | MISCELLANEOUS RESTORATION                |                    | 1        |              | \$60,000  |              | \$60,000           |
|                                     | <b>SANITARY SEWER TOTAL "A" DISTRICT</b> |                    |          |              |           |              | <b>\$1,491,700</b> |
|                                     | <b>CONSTRUCTION CONTINGENCY</b>          |                    |          |              |           |              | <b>\$223,755</b>   |
|                                     | <b>ESTIMATED CONSTRUCTION COST</b>       |                    |          |              |           |              | <b>\$1,715,455</b> |
|                                     | <b>ENGINEERING &amp; ADMINISTRATION</b>  |                    |          |              |           |              | <b>\$428,864</b>   |
|                                     | <b>LEGAL &amp; FINANCE</b>               |                    |          |              |           |              | <b>\$171,546</b>   |
|                                     | <b>EASEMENTS AND RIGHT OF WAY</b>        |                    |          |              |           |              | <b>\$171,546</b>   |
|                                     | <b>ESTIMATED PROJECT COST</b>            |                    |          |              |           |              | <b>\$2,487,410</b> |
| <b>WATERMAIN Hwy 24 Corridor</b>    |  |                    |          |              |           |              |                    |
|                                     | MOBILIZATION                             |                    | 1        |              | \$20,000  |              | \$20,000           |
|                                     | CONNECT TO EXISTING WMN                  |                    |          | 4            | \$1,300   |              | \$5,200            |
|                                     | WMN HYDRANT LEADS                        | 6" PVC             |          | 500          | \$50      |              | \$25,000           |
|                                     | IN LOOP CONNECTIONS CEDAR SOUTH          | 8" PVC             |          | 4300         | \$60      |              | \$258,000          |
|                                     | WMN HWY 24                               | 12" PVC            |          | 7400         | \$85      |              | \$629,000          |
|                                     | WMN FITTINGS                             |                    |          | 3000         | \$10      |              | \$30,000           |
|                                     | VALVES 12"                               | 12"                |          | 16           | \$2,500   |              | \$40,000           |
|                                     | VALVES 8"                                | 8"                 |          | 10           | \$2,000   |              | \$20,000           |
|                                     | GATE VALVES & BOX 6"                     | 6"                 |          | 32           | \$1,500   |              | \$48,000           |
|                                     | HYDRANTS                                 |                    |          | 32           | \$5,000   |              | \$160,000          |
|                                     | MISCELLANEOUS RESTORATION                |                    | 1        |              | \$60,000  |              | \$60,000           |
|                                     | <b>WATERMAIN TOTAL "A" DISTRICT</b>      |                    |          |              |           |              | <b>\$1,275,200</b> |
|                                     | <b>CONSTRUCTION CONTINGENCY</b>          |                    |          |              |           |              | <b>\$191,280</b>   |
|                                     | <b>ESTIMATED CONSTRUCTION COST</b>       |                    |          |              |           |              | <b>\$1,466,480</b> |
|                                     | <b>ENGINEERING &amp; ADMINISTRATION</b>  |                    |          |              |           |              | <b>\$366,620</b>   |
|                                     | <b>LEGAL &amp; FINANCE</b>               |                    |          |              |           |              | <b>\$146,648</b>   |
|                                     | <b>EASEMENTS AND RIGHT OF WAY</b>        |                    |          |              |           |              | <b>\$146,648</b>   |
|                                     | <b>ESTIMATED PROJECT COST</b>            |                    |          |              |           |              | <b>\$2,126,396</b> |

**TABLE 1A-S**

**TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - HWY 24 CORRIDOR**

**OUTH REGION A (S)**

| DISTRICT                            | LOCATION                                 | SIZE<br>(IN.)      | QTY<br>(EA) | LENGTH<br>(FT.) | UNIT<br>COST | LIFT<br>STATION | ESTIMATED<br>COST  |
|-------------------------------------|--|--------------------|-------------|-----------------|--------------|-----------------|--------------------|
| <b>REGION "A-S" Hwy 24 Corridor</b> |  |                    |             |                 |              |                 |                    |
| <b>SANITARY SEWER</b>               |  |                    |             |                 |              |                 |                    |
|                                     | MOBILIZATION                             |                    | 1           |                 | \$40,000     |                 | \$40,000           |
|                                     | MH-A1 to MH-A27                          | 10" SDR 35         |             | 4,200           | \$45         |                 | \$189,000          |
|                                     | MH-A27 to MH-A34                         | 8" SDR 35          |             | 2,800           | \$40         |                 | \$112,000          |
|                                     | MH-A27 to MH-A34                         | 12" Jacking Casing |             | 60              | \$600        |                 | \$36,000           |
|                                     | STRUCTURES                               | 48" Dia.           | 18          | 20              | \$425        |                 | \$153,000          |
|                                     | MISCELLANEOUS RESTORATION                |                    | 1           |                 | \$60,000     |                 | \$60,000           |
|                                     | <b>SANITARY SEWER TOTAL "A" DISTRICT</b> |                    |             |                 |              |                 | <b>\$590,000</b>   |
|                                     | <b>CONSTRUCTION CONTINGENCY</b>          |                    |             |                 |              |                 | <b>\$88,500</b>    |
|                                     | <b>ESTIMATED CONSTRUCTION COST</b>       |                    |             |                 |              |                 | <b>\$678,500</b>   |
|                                     | <b>ENGINEERING &amp; ADMINISTRATION</b>  |                    |             |                 |              |                 | <b>\$169,625</b>   |
|                                     | <b>LEGAL &amp; FINANCE</b>               |                    |             |                 |              |                 | <b>\$67,850</b>    |
|                                     | <b>EASEMENTS AND RIGHT OF WAY</b>        |                    |             |                 |              |                 | <b>\$67,850</b>    |
|                                     | <b>ESTIMATED PROJECT COST</b>            |                    |             |                 |              |                 | <b>\$983,825</b>   |
| <b>WATERMAIN Hwy 24 Corridor</b>    |  |                    |             |                 |              |                 |                    |
|                                     | MOBILIZATION                             |                    | 1           |                 | \$20,000     |                 | \$20,000           |
|                                     | CONNECT TO EXISTING WMN                  |                    |             | 1               | \$1,300      |                 | \$1,300            |
|                                     | WMN HYDRANT LEADS                        | 6" PVC             |             | 340             | \$50         |                 | \$17,000           |
|                                     | WMN LOOP HWY 24 TO AREA B                | 10" PVC            |             | 8200            | \$85         |                 | \$697,000          |
|                                     | WMN FITTINGS                             |                    |             | 3000            | \$10         |                 | \$30,000           |
|                                     | VALVES 10"                               | 10"                |             | 9               | \$2,500      |                 | \$22,500           |
|                                     | GATE VALVES & BOX 6"                     | 6"                 |             | 10              | \$1,500      |                 | \$15,000           |
|                                     | HYDRANTS                                 |                    |             | 10              | \$5,000      |                 | \$50,000           |
|                                     | MISCELLANEOUS RESTORATION                |                    | 1           |                 | \$60,000     |                 | \$60,000           |
|                                     | <b>WATERMAIN TOTAL "A" DISTRICT</b>      |                    |             |                 |              |                 | <b>\$892,800</b>   |
|                                     | <b>CONSTRUCTION CONTINGENCY</b>          |                    |             |                 |              |                 | <b>\$133,920</b>   |
|                                     | <b>ESTIMATED CONSTRUCTION COST</b>       |                    |             |                 |              |                 | <b>\$1,026,720</b> |
|                                     | <b>ENGINEERING &amp; ADMINISTRATION</b>  |                    |             |                 |              |                 | <b>\$256,680</b>   |
|                                     | <b>LEGAL &amp; FINANCE</b>               |                    |             |                 |              |                 | <b>\$102,672</b>   |
|                                     | <b>EASEMENTS AND RIGHT OF WAY</b>        |                    |             |                 |              |                 | <b>\$102,672</b>   |
|                                     | <b>ESTIMATED PROJECT COST</b>            |                    |             |                 |              |                 | <b>\$1,488,744</b> |

**TABLE 2B-1N****TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - CEDAR SOUTH CORRIDOR****ORTH REGION "B-1"**

| DISTRICT                                | LOCATION                                | SIZE<br>(IN.) | QTY<br>(EA) | LENGTH<br>(FT.) | COST<br>PER<br>FOOT | LIFT<br>STATION | ESTIMATED<br>COST |
|---|---|---------------|-------------|-----------------|---------------------|-----------------|-------------------|
| <b>REGION "B-1N" <u>SOUTH CEDAR</u></b> |   |               |             |                 |                     |                 |                   |
| <b>SANITARY SEWER</b>                   |   |               |             |                 |                     |                 |                   |
|   | MOBILIZATION                            |               | 1           |                 | \$20,000            |                 | \$20,000          |
|   | EXISTING to MH-B3                       | 10" SDR 35    |             | 800             | \$45                |                 | \$36,000          |
|   | MH-B3 to MH-B8                          | 10" SDR 35    |             | 2,800           | \$40                |                 | \$112,000         |
|   | STRUCTURES                              | 48" Dia.      | 10          | 12              | \$425               |                 | \$51,000          |
|   | MISCELLANEOUS RESTORATION               |               | 1           |                 | \$15,000            |                 | \$15,000          |
|   | <b>SANITARY SEWER TOTAL "B-1N"</b>      |               |             |                 |                     |                 | <b>\$234,000</b>  |
|   | <b>CONSTRUCTION CONTINGENCY</b>         |               |             |                 |                     |                 | <b>\$35,100</b>   |
|   | <b>ESTIMATED CONSTRUCTION COST</b>      |               |             |                 |                     |                 | <b>\$269,100</b>  |
|   | <b>ENGINEERING &amp; ADMINISTRATION</b> |               |             |                 |                     |                 | <b>\$67,275</b>   |
|   | <b>LEGAL &amp; FINANCE</b>              |               |             |                 |                     |                 | <b>\$26,910</b>   |
|   | <b>EASEMENTS AND RIGHT OF WAY</b>       |               |             |                 |                     |                 | <b>\$26,910</b>   |
|   | <b>ESTIMATED PROJECT COST</b>           |               |             |                 |                     |                 | <b>\$390,195</b>  |
| <br>                                    |   |               |             |                 |                     |                 |                   |
| <b>REGION "B-1N" <u>EAST CEDAR</u></b>  |   |               |             |                 |                     |                 |                   |
| <b>SANITARY SEWER</b>                   |   |               |             |                 |                     |                 |                   |
|   | MOBILIZATION                            |               | 1           |                 | \$20,000            |                 | \$20,000          |
|   | EXISTING to MH-                         | 8" SDR 35     |             | 2,500           | \$40                |                 | \$100,000         |
|   | STRUCTURES                              | 48" Dia.      | 7           | 14              | \$425               |                 | \$41,650          |
|   | MISCELLANEOUS RESTORATION               |               | 1           |                 | \$15,000            |                 | \$15,000          |
|   | <b>SANITARY SEWER TOTAL "B-1N"</b>      |               |             |                 |                     |                 | <b>\$176,650</b>  |
|   | <b>CONSTRUCTION CONTINGENCY</b>         |               |             |                 |                     |                 | <b>\$26,498</b>   |
|   | <b>ESTIMATED CONSTRUCTION COST</b>      |               |             |                 |                     |                 | <b>\$203,148</b>  |
|   | <b>ENGINEERING &amp; ADMINISTRATION</b> |               |             |                 |                     |                 | <b>\$50,787</b>   |
|   | <b>LEGAL &amp; FINANCE</b>              |               |             |                 |                     |                 | <b>\$20,315</b>   |
|   | <b>EASEMENTS AND RIGHT OF WAY</b>       |               |             |                 |                     |                 | <b>\$20,315</b>   |
|   | <b>ESTIMATED PROJECT COST</b>           |               |             |                 |                     |                 | <b>\$294,564</b>  |

**TABLE 2B-1N****TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - CEDAR SOUTH CORRIDOR**

|                                    |                           |                    |      |   |                    |
|------------------------------------|---------------------------|--------------------|------|---|--------------------|
| <b>WATERMAIN</b>                   | <b><u>SOUTH CEDAR</u></b> |                    |      |   |                    |
|                                    | MOBILIZATION              |                    | 1    | \$20,000                                | \$20,000           |
|                                    | CONNECT TO EXISTING WMN   |                    |      | 2 \$1,300                               | \$2,600            |
|                                    | WMN HYDRANT LEADS         | 6" PVC             | 200  | \$50                                    | \$10,000           |
| IN LOOP CONNECTIONS                | CEDAR SOUTH               | 8" PVC             | 1200 | \$60                                    | \$72,000           |
|                                    | WMN LOOP TO EAST          | 10" PVC            | 1800 | \$80                                    | \$144,000          |
|                                    | WMN LOOP HWY 24           | 12" PVC            | 3000 | \$85                                    | \$255,000          |
|                                    | WMN FITTINGS              |                    | 2000 | \$10                                    | \$20,000           |
|                                    | VALVES 12"                | 12"                | 10   | \$2,500                                 | \$25,000           |
|                                    | VALVES 10"                | 10"                | 3    | \$2,250                                 | \$6,750            |
|                                    | VALVES 8"                 | 8"                 | 3    | \$2,000                                 | \$6,000            |
|                                    | GATE VALVES & BOX 6"      | 6"                 | 12   | \$1,500                                 | \$18,000           |
|                                    | HYDRANTS                  |                    | 12   | \$5,000                                 | \$60,000           |
|                                    | MISCELLANEOUS RESTORATION |                    | 1    | \$15,000                                | \$15,000           |
| <b>WATERMAIN</b>                   | <b><u>EAST CEDAR</u></b>  |                    |      |   |                    |
|                                    | MOBILIZATION              |                    | 1    | \$20,000                                | \$20,000           |
|                                    | CONNECT TO EXISTING WMN   |                    |      | 3 \$1,300                               | \$3,900            |
|                                    | ACROSS INTERSTATE         | 18" Jacking Casing | 200  | \$700                                   | \$140,000          |
|                                    | WMN HYDRANT LEADS         | 6" PVC             | 200  | \$50                                    | \$10,000           |
| WMN LOOP INTERSTATE CROSSING       |                           | 12" PVC            | 2950 | \$85                                    | \$250,750          |
|                                    | WMN LOOP                  | 10" PVC            | 1500 | \$80                                    | \$120,000          |
| WP CONNECTION 10th St. CEDAR SOUTH |                           | 8" PVC             | 400  | \$60                                    | \$24,000           |
|                                    | WMN FITTINGS              |                    | 2000 | \$10                                    | \$20,000           |
|                                    | VALVES 12"                | 12"                | 8    | \$2,500                                 | \$20,000           |
|                                    | VALVES 10"                | 10"                | 3    | \$2,250                                 | \$6,750            |
|                                    | VALVES 8"                 | 8"                 | 2    | \$2,000                                 | \$4,000            |
|                                    | GATE VALVES & BOX 6"      | 6"                 | 10   | \$1,500                                 | \$15,000           |
|                                    | HYDRANTS                  |                    | 10   | \$5,000                                 | \$50,000           |
|                                    | MISCELLANEOUS RESTORATION |                    | 1    | \$25,000                                | \$25,000           |
|                                    |                           |                    |      | <b>WATERMAIN TOTAL "B-1N"</b>           | <b>\$1,363,750</b> |
|                                    |                           |                    |      | <b>CONSTRUCTION CONTINGENCY</b>         | <b>\$204,563</b>   |
|                                    |                           |                    |      | <b>ESTIMATED CONSTRUCTION COST</b>      | <b>\$1,568,313</b> |
|                                    |                           |                    |      | <b>ENGINEERING &amp; ADMINISTRATION</b> | <b>\$392,078</b>   |
|                                    |                           |                    |      | <b>LEGAL &amp; FINANCE</b>              | <b>\$156,831</b>   |
|                                    |                           |                    |      | <b>EASEMENTS AND RIGHT OF WAY</b>       | <b>\$156,831</b>   |
|                                    |                           |                    |      | <b>ESTIMATED PROJECT COST</b>           | <b>\$2,274,053</b> |



**TABLE 2B-2N**

**TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - CR 7 CORRIDOR**

**NORTH REGION "B-2"**

| DISTRICT              | LOCATION                                | SIZE (IN.)         | QTY (EA) | LENGTH (FT.) | COST PER FOOT | LIFT STATION | ESTIMATED COST     |
|-----------------------|---|--------------------|----------|--------------|---------------|--------------|--------------------|
| <b>REGION "B-2N"</b>  | <b><u>EAST CEDAR</u></b>                |                    |          |              |               |              |                    |
| <b>SANITARY SEWER</b> | MOBILIZATION                            |                    | 1        |              | \$20,000      |              | \$20,000           |
|                       | INTERSTATE CROSSING                     | 12" Jacking Casing |          | 360          | \$650         |              | \$234,000          |
|                       | MH-1 to LS-C                            | 10" SDR 35         |          | 5,000        | \$45          |              | \$225,000          |
|                       | STRUCTURES                              | 48" Dia.           | 14       | 10           | \$425         |              | \$59,500           |
|                       | MH -1 to MH-22                          | 8" SDR 35          |          | 8,900        | \$40          |              | \$356,000          |
|                       | STRUCTURES                              | 48" Dia.           | 24       | 18           | \$425         |              | \$183,600          |
|                       | MISCELLANEOUS RESTORATION               |                    | 1        |              | \$15,000      |              | \$15,000           |
|                       | <b>SANITARY SEWER TOTAL "B-2N"</b>      |                    |          |              |               |              | <b>\$1,093,100</b> |
|                       | <b>CONSTRUCTION CONTINGENCY</b>         |                    |          |              |               |              | <b>\$163,965</b>   |
|                       | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |          |              |               |              | <b>\$1,257,065</b> |
|                       | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |          |              |               |              | <b>\$314,266</b>   |
|                       | <b>LEGAL &amp; FINANCE</b>              |                    |          |              |               |              | <b>\$125,707</b>   |
|                       | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |          |              |               |              | <b>\$125,707</b>   |
|                       | <b>ESTIMATED PROJECT COST</b>           |                    |          |              |               |              | <b>\$1,822,744</b> |
| <br>                  |   |                    |          |              |               |              |                    |
| <b>WATERMAIN</b>      | <b><u>EAST CEDAR</u></b>                |                    |          |              |               |              |                    |
|                       | MOBILIZATION                            |                    | 1        |              | \$20,000      |              | \$20,000           |
|                       | CONNECT TO EXISTING WMN                 |                    |          | 2            | \$1,300       |              | \$2,600            |
|                       | WMN HYDRANT LEADS                       | 6" PVC             |          | 2000         | \$50          |              | \$100,000          |
|                       | MMN LOOP CONNECTIONS CEDAR SOUTH        | 8" PVC             |          | 4000         | \$60          |              | \$240,000          |
|                       | WMN LOOP                                | 10" PVC            |          | 2600         | \$85          |              | \$221,000          |
|                       | WMN LOOP                                | 12" PVC            |          | 8800         | \$85          |              | \$748,000          |
|                       | WMN FITTINGS                            |                    |          | 2000         | \$10          |              | \$20,000           |
|                       | VALVES 12"                              | 12"                |          | 10           | \$2,500       |              | \$25,000           |
|                       | VALVES 10"                              | 10"                |          | 4            | \$2,000       |              | \$8,000            |
|                       | VALVES 8"                               | 8"                 |          | 6            | \$2,000       |              | \$12,000           |
|                       | GATE VALVES & BOX 6"                    | 6"                 |          | 24           | \$1,500       |              | \$36,000           |
|                       | HYDRANTS                                |                    |          | 24           | \$5,000       |              | \$120,000          |
|                       | MISCELLANEOUS RESTORATION               |                    | 1        |              | \$15,000      |              | \$15,000           |
|                       | <b>WATERMAIN TOTAL "B-2N"</b>           |                    |          |              |               |              | <b>\$1,567,600</b> |
|                       | <b>CONSTRUCTION CONTINGENCY</b>         |                    |          |              |               |              | <b>\$235,140</b>   |
|                       | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |          |              |               |              | <b>\$1,802,740</b> |
|                       | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |          |              |               |              | <b>\$450,685</b>   |
|                       | <b>LEGAL &amp; FINANCE</b>              |                    |          |              |               |              | <b>\$180,274</b>   |
|                       | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |          |              |               |              | <b>\$180,274</b>   |
|                       | <b>ESTIMATED PROJECT COST</b>           |                    |          |              |               |              | <b>\$2,613,973</b> |



**TABLE 3**

**TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - CR 75 CORRIDOR**

**REGION "C"**

| DISTRICT                     | LOCATION                                | SIZE (IN.)         | QTY (EA) | LENGTH (FT.) | COST PER FOOT | LIFT STATION | ESTIMATED COST     |
|------------------------------|---|--------------------|----------|--------------|---------------|--------------|--------------------|
| <b>REGION "C" EAST CR 75</b> |   |                    |          |              |               |              |                    |
| <b>SANITARY SEWER</b>        |   |                    |          |              |               |              |                    |
|                              | MOBILIZATION                            |                    | 1        |              | \$20,000      |              | \$20,000           |
|                              | LS-C                                    |                    |          |              |               | \$650,000    | \$650,000          |
|                              | LS-C to MH-S10                          | 6" FM              |          | 5,600        | \$60          |              | \$336,000          |
|                              | FM UNDER CR 75                          | 12" Jacking Casing |          | 60           | \$600         |              | \$36,000           |
|                              | MH-S24 to MH-S10                        | 8" SDR 35          |          | 4,200        | \$40          |              | \$168,000          |
|                              | SSW UNDER CR 75                         | 12" Jacking Casing |          | 60           | \$600         |              | \$36,000           |
|                              | STRUCTURES                              | 48" Dia.           | 10       | 14           | \$425         |              | \$59,500           |
|                              | MH-C1 to MH-C10                         | 8" SDR 35          |          | 3,700        | \$40          |              | \$148,000          |
|                              | STRUCTURES                              | 48" Dia.           | 26       | 18           | \$425         |              | \$198,900          |
|                              | MH-C5 to MH-C27                         | 8" SDR 35          |          | 120          | \$40          |              | \$4,800            |
|                              | MH-C5 to MH-C27                         | 12" Jacking Casing |          | 60           | \$600         |              | \$36,000           |
|                              | STRUCTURES                              | 48" Dia.           | 1        | 18           | \$425         |              | \$7,650            |
|                              | MH-C10 to MH-C29                        | 8" SDR 35          |          | 120          | \$40          |              | \$4,800            |
|                              | MH-C10 to MH-C29                        | 12" Jacking Casing |          | 60           | \$600         |              | \$36,000           |
|                              | STRUCTURES                              | 48" Dia.           | 1        | 18           | \$425         |              | \$7,650            |
|                              | MISCELLANEOUS RESTORATION               |                    | 1        |              | \$25,000      |              | \$25,000           |
|                              | <b>SANITARY SEWER TOTAL "C"</b>         |                    |          |              |               |              | <b>\$1,774,300</b> |
|                              | <b>CONSTRUCTION CONTINGENCY</b>         |                    |          |              |               |              | <b>\$266,145</b>   |
|                              | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |          |              |               |              | <b>\$2,040,445</b> |
|                              | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |          |              |               |              | <b>\$510,111</b>   |
|                              | <b>LEGAL &amp; FINANCE</b>              |                    |          |              |               |              | <b>\$204,045</b>   |
|                              | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |          |              |               |              | <b>\$204,045</b>   |
|                              | <b>ESTIMATED PROJECT COST</b>           |                    |          |              |               |              | <b>\$2,958,645</b> |
| <b>WATERMAIN</b>             |   |                    |          |              |               |              |                    |
|                              | MOBILIZATION                            |                    | 1        |              | \$20,000      |              | \$20,000           |
|                              | CONNECT TO EXISTING WMN                 |                    |          | 2            | \$1,300       |              | \$2,600            |
|                              | ACROSS COUNTY ROAD                      | 16" Jacking Casing |          | 60           | \$700         |              | \$42,000           |
|                              | WMN HYDRANT LEADS                       | 6" PVC             |          | 800          | \$50          |              | \$40,000           |
|                              | WMN STUBS                               | 8" PVC             |          | 1200         | \$60          |              | \$72,000           |
|                              | WMN LOOP                                | 12" PVC            |          | 10000        | \$85          |              | \$850,000          |
|                              | WMN FITTINGS                            |                    |          | 2000         | \$10          |              | \$20,000           |
|                              | VALVES 12"                              | 12"                |          | 10           | \$2,500       |              | \$25,000           |
|                              | VALVES 8"                               | 8"                 |          | 4            | \$2,000       |              | \$8,000            |
|                              | GATE VALVES & BOX 6"                    | 6"                 |          | 14           | \$1,500       |              | \$21,000           |
|                              | HYDRANTS                                |                    |          | 14           | \$5,000       |              | \$70,000           |
|                              | MISCELLANEOUS RESTORATION               |                    | 1        |              | \$15,000      |              | \$15,000           |
|                              | <b>WATERMAIN TOTAL "C"</b>              |                    |          |              |               |              | <b>\$1,185,600</b> |
|                              | <b>CONSTRUCTION CONTINGENCY</b>         |                    |          |              |               |              | <b>\$177,840</b>   |
|                              | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |          |              |               |              | <b>\$1,363,440</b> |
|                              | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |          |              |               |              | <b>\$340,860</b>   |
|                              | <b>LEGAL &amp; FINANCE</b>              |                    |          |              |               |              | <b>\$136,344</b>   |
|                              | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |          |              |               |              | <b>\$136,344</b>   |
|                              | <b>ESTIMATED PROJECT COST</b>           |                    |          |              |               |              | <b>\$1,976,988</b> |

**TABLE 4****TRUNK MUNICIPAL UTILITY SYSTEM IMPROVEMENTS - CR 145 & 200TH ST. CORRIDOR  
REGION "E"**

| DISTRICT   | LOCATION                                | SIZE<br>(IN.)      | QTY<br>(EA) | LENGTH<br>(FT.) | COST<br>PER<br>FOOT | LIFT<br>STATION | ESTIMATED<br>COST  |
|--|---|--------------------|-------------|-----------------|---------------------|-----------------|--------------------|
| <b>REGION "E"    <u>WEST CR 145 AND 200TH STREET</u></b> |   |                    |             |                 |                     |                 |                    |
| <b>SANITARY SEWER</b>                                    |   |                    |             |                 |                     |                 |                    |
|  | MOBILIZATION                            |                    | 1           |                 | \$20,000            |                 | \$20,000           |
|  | LS-E                                    |                    |             |                 |                     | \$450,000       | \$450,000          |
|  | LS-E to MH-S10                          | 6" FM              |             | 1,000           | \$50                |                 | \$50,000           |
|  | SSW UNDER CR 145                        | 12" Jacking Casing |             | 60              | \$600               |                 | \$36,000           |
|  | STRUCTURES                              | 48" Dia.           | 26          | 16              | \$425               |                 | \$176,800          |
|  | MH-1 to MH-13A                          | 8" SDR 35          |             | 10,900          | \$40                |                 | \$436,000          |
|  | MH-1 to MH-13B                          | 8" SDR 35          |             | 10,900          | \$40                |                 | \$436,000          |
|  | MISCELLANEOUS RESTORATION               |                    | 1           |                 | \$25,000            |                 | \$25,000           |
|  | <b>SANITARY SEWER TOTAL "E"</b>         |                    |             |                 |                     |                 | <b>\$1,629,800</b> |
|  | <b>CONSTRUCTION CONTINGENCY</b>         |                    |             |                 |                     |                 | <b>\$244,470</b>   |
|  | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |             |                 |                     |                 | <b>\$1,874,270</b> |
|  | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |             |                 |                     |                 | <b>\$468,568</b>   |
|  | <b>LEGAL &amp; FINANCE</b>              |                    |             |                 |                     |                 | <b>\$187,427</b>   |
|  | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |             |                 |                     |                 | <b>\$187,427</b>   |
|  | <b>ESTIMATED PROJECT COST</b>           |                    |             |                 |                     |                 | <b>\$2,717,692</b> |
| <b>WATERMAIN</b>   |   |                    |             |                 |                     |                 |                    |
|  | MOBILIZATION                            |                    | 1           |                 | \$20,000            |                 | \$20,000           |
|  | CONNECT TO EXISTING WMN                 |                    |             | 1               | \$1,300             |                 | \$1,300            |
|  | ACROSS COUNTY ROAD                      | 16" Jacking Casing |             | 60              | \$700               |                 | \$42,000           |
|  | WMN HYDRANT LEADS                       | 6" PVC             |             | 400             | \$50                |                 | \$20,000           |
|  | WMN LOOP 200TH ST.                      | 10" PVC            |             | 6200            | \$80                |                 | \$496,000          |
|  | WMN LOOP 145TH                          | 10" PVC            |             | 5400            | \$80                |                 | \$432,000          |
|  | WMN LOOP ACROSS INTERSTATE              | 10" PVC            |             | 8500            | \$80                |                 | \$680,000          |
|  | WMN FITTINGS                            |                    |             | 3000            | \$10                |                 | \$30,000           |
|  | VALVES 10"                              | 10"                |             | 12              | \$2,250             |                 | \$27,000           |
|  | GATE VALVES & BOX 6"                    | 6"                 |             | 14              | \$1,500             |                 | \$21,000           |
|  | HYDRANTS                                |                    |             | 14              | \$5,000             |                 | \$70,000           |
|  | MISCELLANEOUS RESTORATION               |                    | 1           |                 | \$20,000            |                 | \$20,000           |
|  | <b>WATERMAIN TOTAL "E"</b>              |                    |             |                 |                     |                 | <b>\$1,859,300</b> |
|  | <b>CONSTRUCTION CONTINGENCY</b>         |                    |             |                 |                     |                 | <b>\$278,895</b>   |
|  | <b>ESTIMATED CONSTRUCTION COST</b>      |                    |             |                 |                     |                 | <b>\$2,138,195</b> |
|  | <b>ENGINEERING &amp; ADMINISTRATION</b> |                    |             |                 |                     |                 | <b>\$534,549</b>   |
|  | <b>LEGAL &amp; FINANCE</b>              |                    |             |                 |                     |                 | <b>\$213,820</b>   |
|  | <b>EASEMENTS AND RIGHT OF WAY</b>       |                    |             |                 |                     |                 | <b>\$213,820</b>   |
|  | <b>ESTIMATED PROJECT COST</b>           |                    |             |                 |                     |                 | <b>\$3,100,383</b> |

**TABLE 5**

| <b>WATERMAIN</b>                        |                           | <b><u>TOWER #1 TO INTERSTATE CROSSING</u></b> |         |      |           |                  |
|---|---------------------------|---|---------|------|-----------|------------------|
|   | MOBILIZATION              |   |         | 1    | \$20,000  | \$20,000         |
|   | CONNECT TO EXISTING WMN   |   |         |      | 2 \$1,300 | \$2,600          |
|   | WMN HYDRANT LEADS         | 6" PVC  |         | 80   | \$50      | \$4,000          |
|   |                           | WMN   | 16" PVC | 1700 | \$95      | \$161,500        |
|   | WMN FITTINGS              |   |         | 2000 | \$10      | \$20,000         |
|   | VALVES 16"                | 16"   |         | 6    | \$3,000   | \$18,000         |
|   | GATE VALVES & BOX 6"      | 6"  |         | 4    | \$1,500   | \$6,000          |
|   | HYDRANTS                  |   |         | 4    | \$5,000   | \$20,000         |
|   | MISCELLANEOUS RESTORATION |   |         | 1    | \$30,000  | \$30,000         |
| <b>WATERMAIN TOTAL "A" DISTRICT</b>     |                           |   |         |      |           | <b>\$282,100</b> |
| <b>CONSTRUCTION CONTINGENCY</b>         |                           |   |         |      |           | <b>\$42,315</b>  |
| <b>ESTIMATED CONSTRUCTION COST</b>      |                           |   |         |      |           | <b>\$324,415</b> |
| <b>ENGINEERING &amp; ADMINISTRATION</b> |                           |   |         |      |           | <b>\$64,883</b>  |
| <b>LEGAL &amp; FINANCE</b>              |                           |   |         |      |           | <b>\$0</b>       |
| <b>EASEMENTS AND RIGHT OF WAY</b>       |                           |   |         |      |           | <b>\$0</b>       |
| <b>ESTIMATED PROJECT COST</b>           |                           |   |         |      |           | <b>\$389,298</b> |

**TABLE 6**

| <b>WATERMAIN</b>                        |                                  | <b><u>TOWER #2 TO CEDAR SOUTH</u></b> |  |      |           |                  |
|---|----------------------------------|---------------------------------------|--|------|-----------|------------------|
|   | MOBILIZATION                     |                                       |  | 1    | \$20,000  | \$20,000         |
|   | CONNECT TO EXISTING WMN          |                                       |  |      | 3 \$1,300 | \$3,900          |
|   | ACROSS INTERSTATE                | 16" Jacking Casing                    |  | 200  | \$650     | \$130,000        |
|   | WMN HYDRANT LEADS                | 6" PVC                                |  | 200  | \$50      | \$10,000         |
| DP CONNECTION                           | 10th St. CEDAR SOUTH             | 8" PVC                                |  | 400  | \$60      | \$24,000         |
|   | WMN LOOP EAST SIDE OF CEDAR DEV. | 10" PVC                               |  | 1500 | \$80      | \$120,000        |
|   | WMN LOOP INTERSTATE CROSSING     | 12" PVC                               |  | 2950 | \$85      | \$250,750        |
|   | WMN FITTINGS                     |                                       |  | 2000 | \$10      | \$20,000         |
|   | VALVES 12"                       | 12"                                   |  | 8    | \$2,500   | \$20,000         |
|   | VALVES 10"                       | 10"                                   |  | 3    | \$2,250   | \$6,750          |
|   | VALVES 8"                        | 8"                                    |  | 2    | \$2,000   | \$4,000          |
|   | GATE VALVES & BOX 6"             | 6"                                    |  | 10   | \$1,500   | \$15,000         |
|   | HYDRANTS                         |                                       |  | 10   | \$5,000   | \$50,000         |
|   | MISCELLANEOUS RESTORATION        |                                       |  | 1    | \$25,000  | \$25,000         |
| <b>WATERMAIN TOTAL "A" DISTRICT</b>     |                                  |                                       |  |      |           | <b>\$699,400</b> |
| <b>CONSTRUCTION CONTINGENCY</b>         |                                  |                                       |  |      |           | <b>\$104,910</b> |
| <b>ESTIMATED CONSTRUCTION COST</b>      |                                  |                                       |  |      |           | <b>\$804,310</b> |
| <b>ENGINEERING &amp; ADMINISTRATION</b> |                                  |                                       |  |      |           | <b>\$160,862</b> |
| <b>LEGAL &amp; FINANCE</b>              |                                  |                                       |  |      |           | <b>\$0</b>       |
| <b>EASEMENTS AND RIGHT OF WAY</b>       |                                  |                                       |  |      |           | <b>\$0</b>       |
| <b>ESTIMATED PROJECT COST</b>           |                                  |                                       |  |      |           | <b>\$965,172</b> |

**TABLE 7**

|                  |   |                    |   |     |          |                  |
|------------------|---|--------------------|---|-----|----------|------------------|
| <b>WATERMAIN</b> | <b><u>NW BUSINESS AREA: Ash St. to Shorty St.</u></b> |                    |   |     |          |                  |
|                  | MOBILIZATION  |                    | 1 |     | \$20,000 | \$20,000         |
|                  | CONNECT TO EXISTING WMN                               |                    |   | 2   | \$1,300  | \$2,600          |
|                  | ACROSS Hwy 24   | 12" Jacking Casing |   | 40  | \$600    | \$24,000         |
|                  | WMN HYDRANT LEADS                                     | 6" PVC             |   | 60  | \$50     | \$3,000          |
|                  | WMN LOOP CONNECTION                                   | 8" PVC             |   | 650 | \$60     | \$39,000         |
|                  | WMN FITTINGS  |                    |   | 600 | \$10     | \$6,000          |
|                  | VALVES 8"   | 8"                 |   | 3   | \$2,000  | \$6,000          |
|                  | GATE VALVES & BOX 6"                                  | 6"                 |   | 1   | \$1,500  | \$1,500          |
|                  | HYDRANTS  |                    |   | 1   | \$5,000  | \$5,000          |
|                  | MISCELLANEOUS RESTORATION                             |                    | 1 |     | \$15,000 | \$15,000         |
|                  | <b>WATERMAIN TOTAL "A" DISTRICT</b>                   |                    |   |     |          | <b>\$122,100</b> |
|                  | <b>CONSTRUCTION CONTINGENCY</b>                       |                    |   |     |          | <b>\$18,315</b>  |
|                  | <b>ESTIMATED CONSTRUCTION COST</b>                    |                    |   |     |          | <b>\$140,415</b> |
|                  | <b>ENGINEERING &amp; ADMINISTRATION</b>               |                    |   |     |          | <b>\$28,083</b>  |
|                  | <b>LEGAL &amp; FINANCE</b>                            |                    |   |     |          | <b>\$14,042</b>  |
|                  | <b>EASEMENTS AND RIGHT OF WAY</b>                     |                    |   |     |          | <b>\$14,042</b>  |
|                  | <b>ESTIMATED PROJECT COST</b>                         |                    |   |     |          | <b>\$196,581</b> |

**TABLE 8**

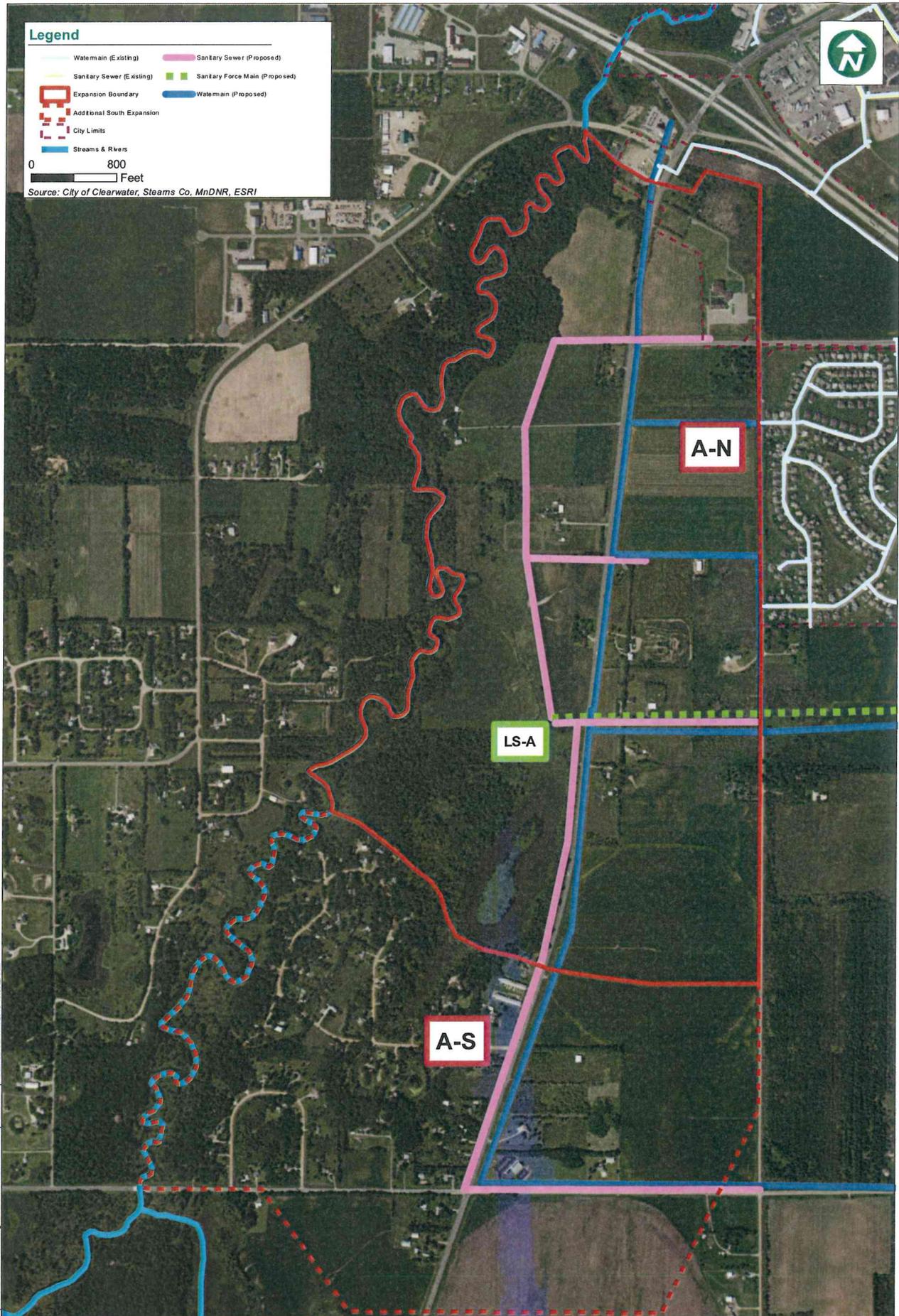
| <b>STATION #2 UPGRADE</b> |  |            |          |              |               |              |                  |
|---------------------------|--|------------|----------|--------------|---------------|--------------|------------------|
| DISTRICT                  | LOCATION                                 | SIZE (IN.) | QTY (EA) | LENGTH (FT.) | COST PER FOOT | LIFT STATION | ESTIMATED COST   |
| <b>SANITARY SEWER</b>     |  |            |          |              |               |              |                  |
|                           | MOBILIZATION                             |            | 1        |              | \$10,000      |              | \$10,000         |
|                           | PUMP REPLACEMENT                         |            | 1        |              | \$10,000      |              | \$10,000         |
|                           | STRUCTURE                                | 96" Dia.   | 1        |              | \$100,000     |              | \$100,000        |
|                           | MH to WET WELL                           | 8" SDR 35  |          | 30           | \$60          |              | \$1,800          |
|                           | MISCELLANEOUS RESTORATION                |            | 1        |              | \$20,000      |              | \$20,000         |
|                           | <b>SANITARY SEWER TOTAL "A" DISTRICT</b> |            |          |              |               |              | <b>\$141,800</b> |
|                           | <b>CONSTRUCTION CONTINGENCY</b>          |            |          |              |               |              | <b>\$21,270</b>  |
|                           | <b>ESTIMATED CONSTRUCTION COST</b>       |            |          |              |               |              | <b>\$163,070</b> |
|                           | <b>ENGINEERING &amp; ADMINISTRATION</b>  |            |          |              |               |              | <b>\$32,614</b>  |
|                           | <b>LEGAL &amp; FINANCE</b>               |            |          |              |               |              | <b>\$3,261</b>   |
|                           | <b>EASEMENTS AND RIGHT OF WAY</b>        |            |          |              |               |              | <b>\$0</b>       |
|                           | <b>ESTIMATED PROJECT COST</b>            |            |          |              |               |              | <b>\$198,945</b> |

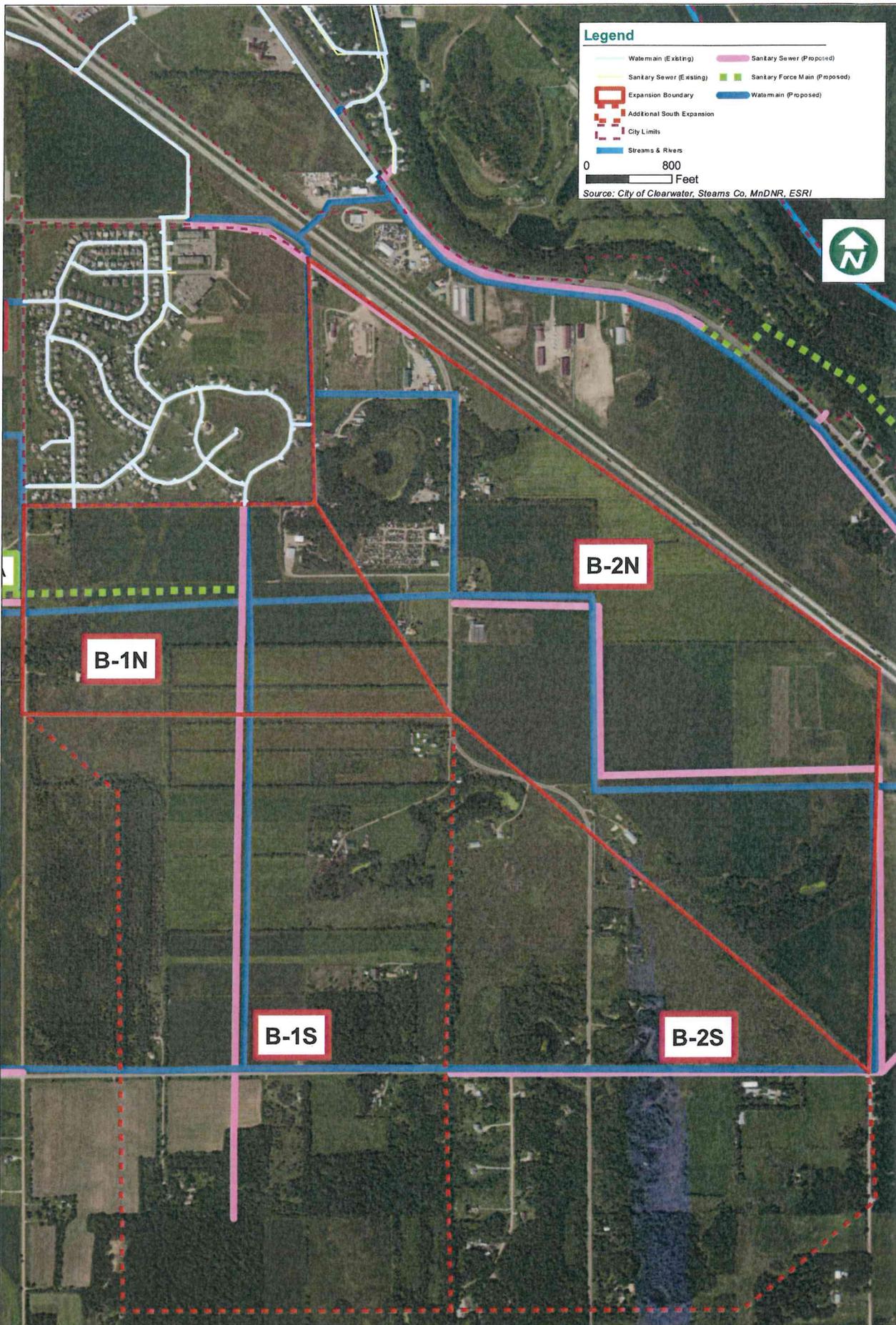
# Exhibits



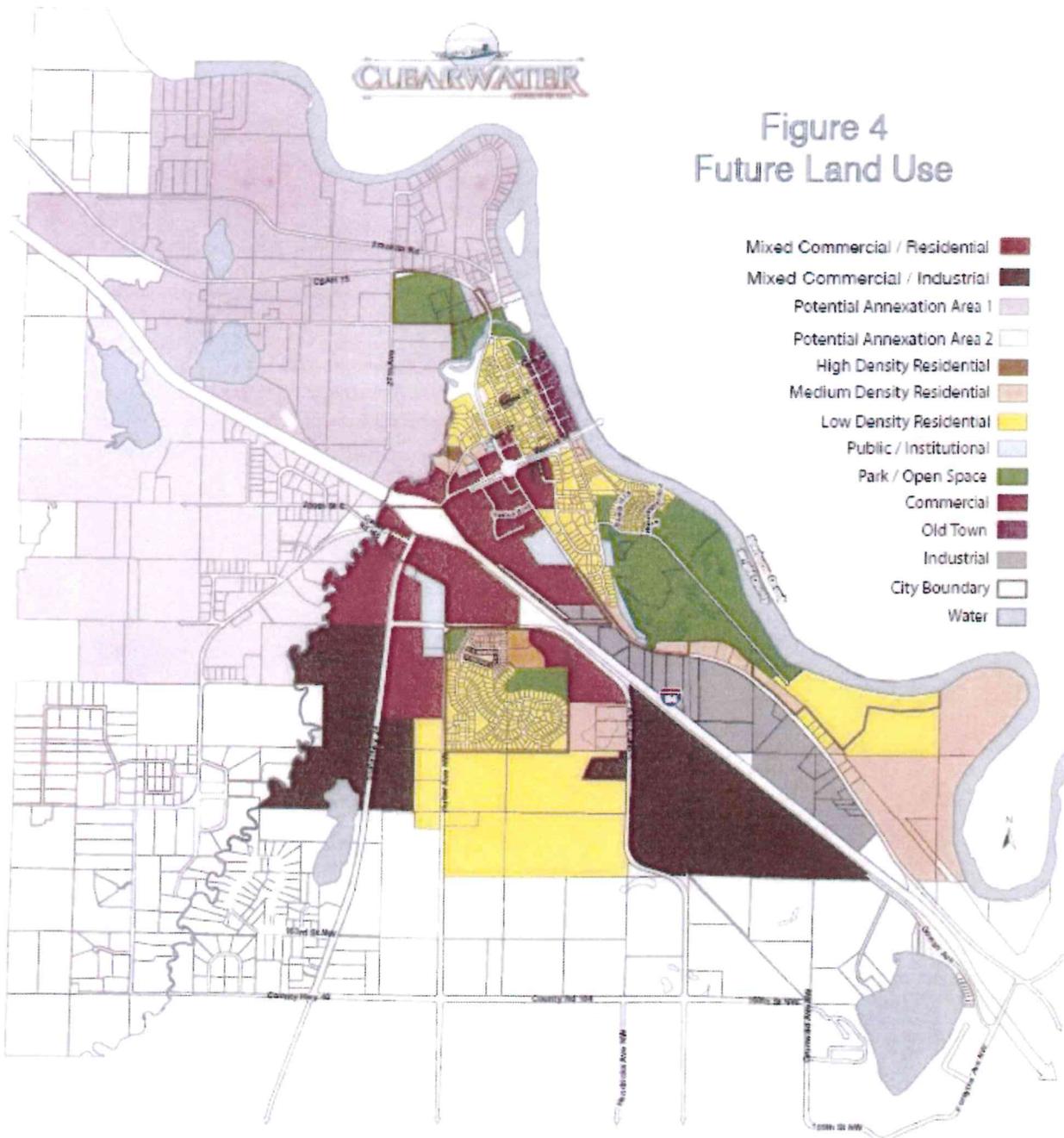
Map Document: I:\arcswater\gis\clearwater\16112344\ESR\Map\ES1.mxd | Date Saved: 9/26/2016 4:01:24 PM







# Appendix A: Proposed Land Use Plan and Annexation Area



## Appendix B: Utility Study Aerial Map of Clearwater



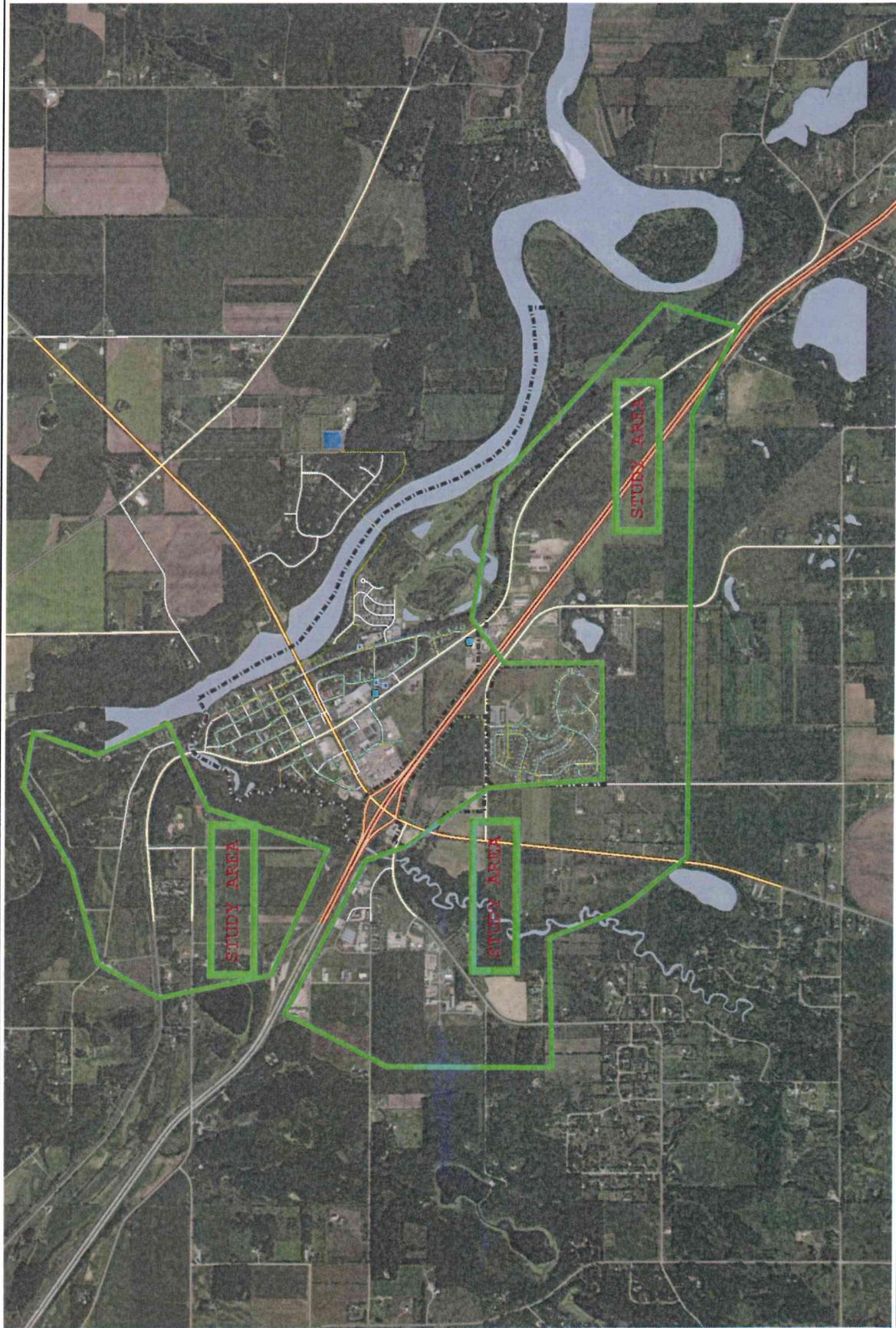
**Legend**

- City Limits
- Lift Stations
- Sanitary Manholes
- Air Release Manhole
- Sanitary Pipe
- Treatment Ponds
- Storm Manholes
- Catch Basins
- Culverts
- Storm Pipe
- Hydrants
- Watermain Valves
- Watermain
- Water System Facilities
- Water Tower
- Well
- Roads
- Interstate Trunk Highway
- Minnesota Trunk Highway
- County Highways
- Local Roads
- Lakes & Rivers



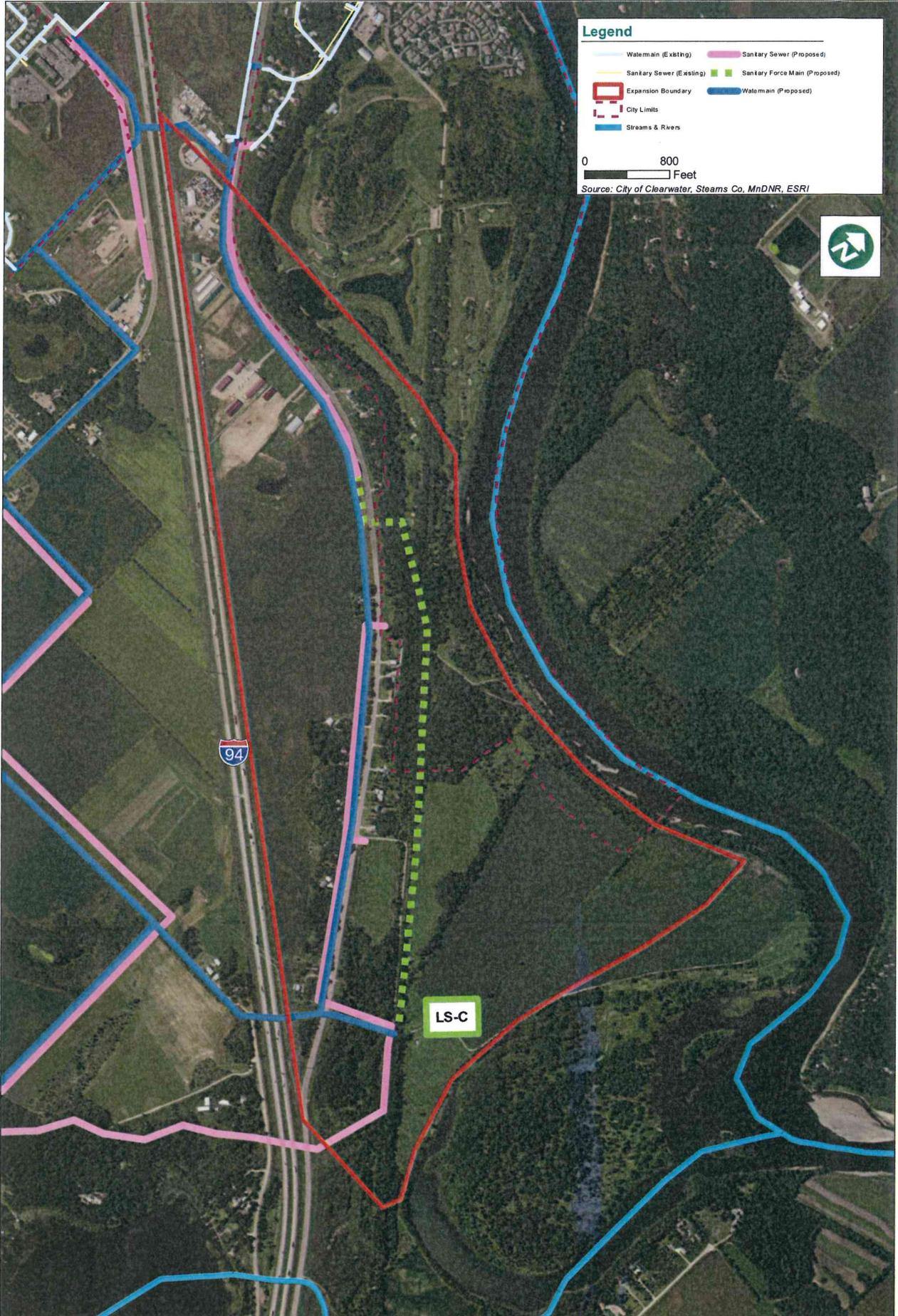
**Utility study**

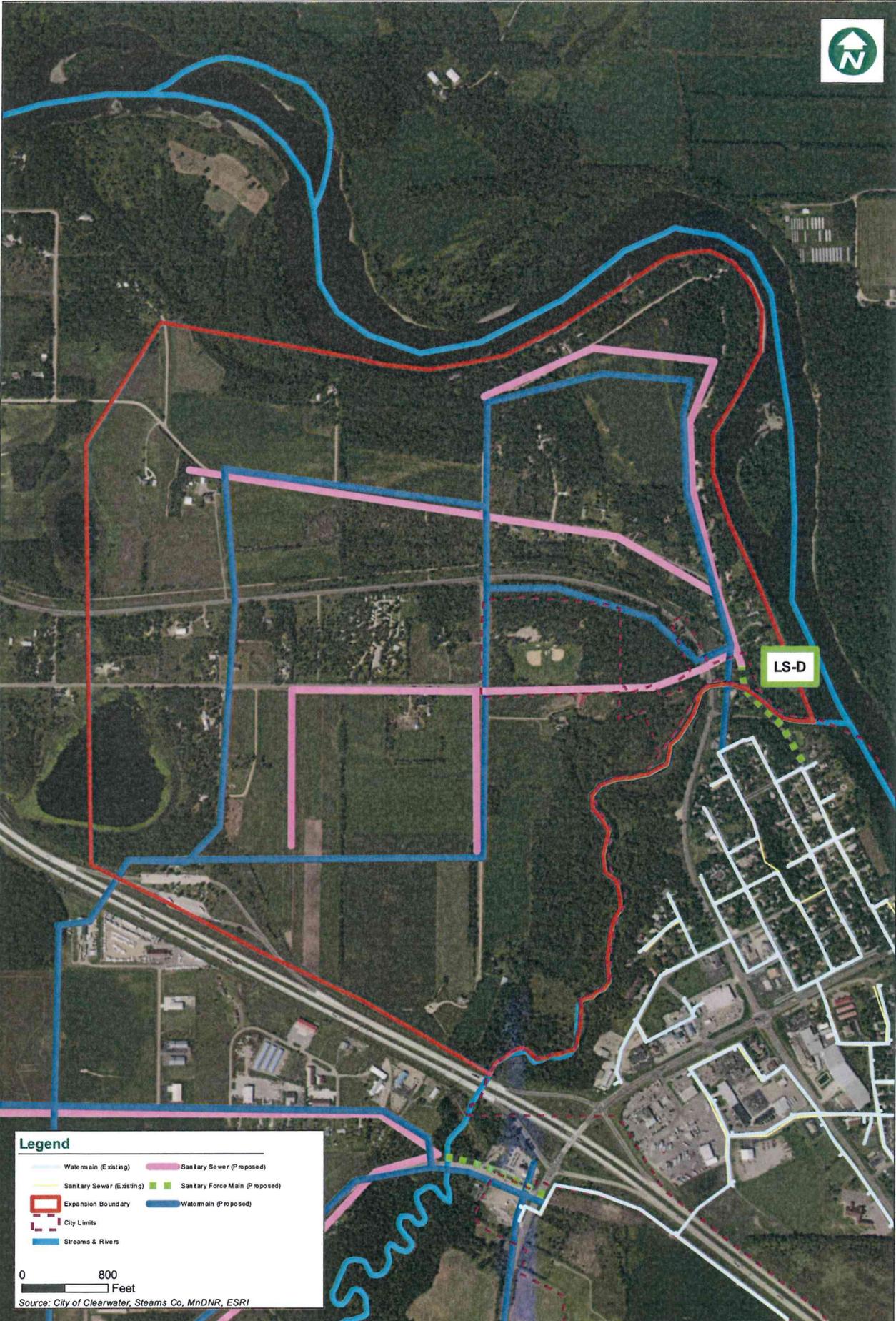
**Disclaimer:**  
 This drawing is created using a highly accurate map data survey and is not intended to be used as one. This drawing is not a substitute for a field survey. The data is based on various data sources including aerial photography, ground surveys, and other sources affecting the area shown, and it is to be used for informational purposes only. The Engineer is not responsible for any inaccuracies that may occur.



0 2,000 Feet

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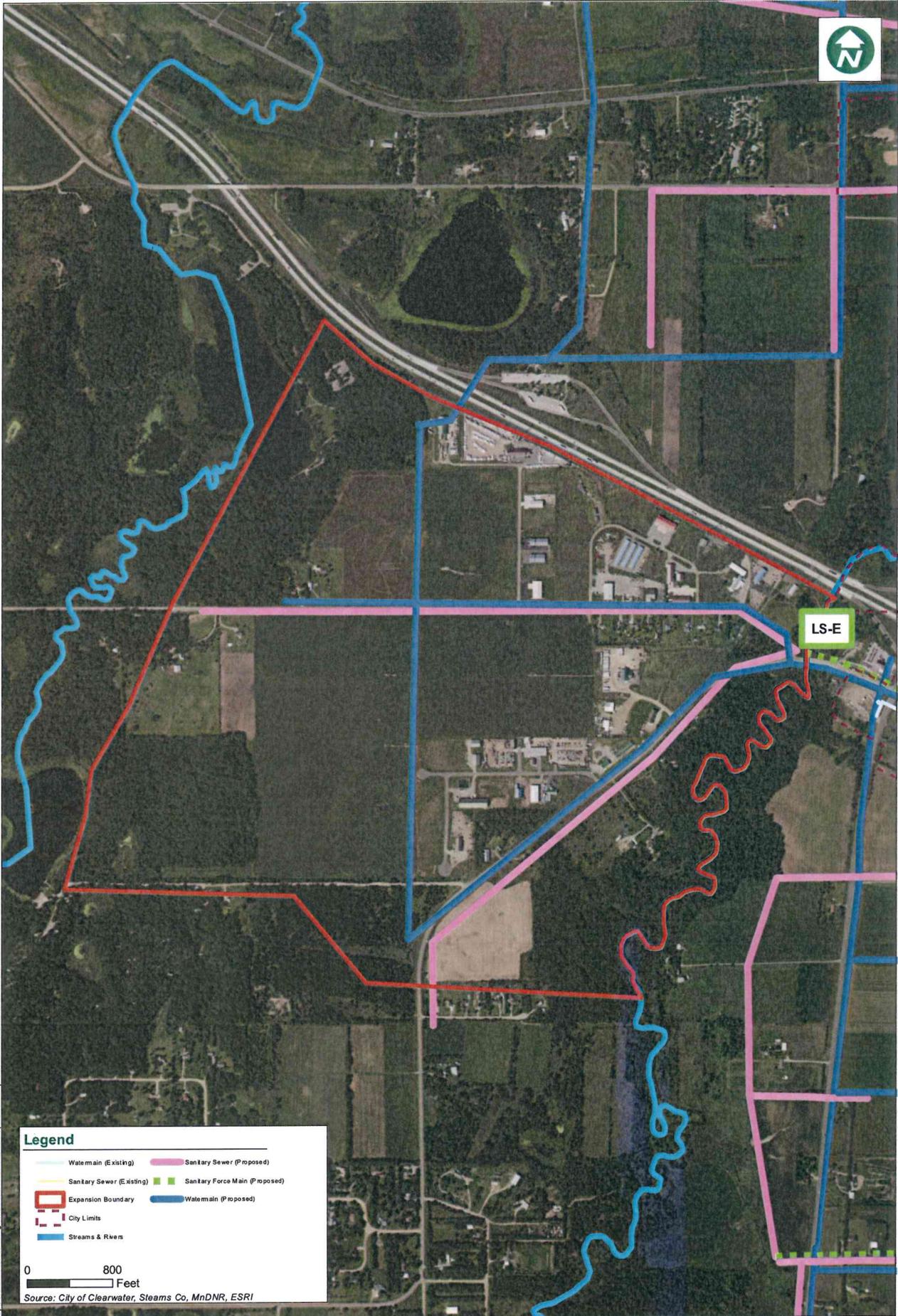
**Legend**

|                           |                                |
|---------------------------|--------------------------------|
| Watermain (Existing)      | Sanitary Sewer (Proposed)      |
| Sanitary Sewer (Existing) | Sanitary Force Main (Proposed) |
| Expansion Boundary        | Watermain (Proposed)           |
| City Limits               |                                |
| Streams & Rivers          |                                |

0 800  
Feet

Source: City of Clearwater, Stearns Co, MnDNR, ESRI

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**Legend**

|                           |                                |
|---------------------------|--------------------------------|
| Watermain (Existing)      | Sanitary Sewer (Proposed)      |
| Sanitary Sewer (Existing) | Sanitary Force Main (Proposed) |
| Expansion Boundary        | Watermain (Proposed)           |
| City Limits               |                                |
| Streams & Rivers          |                                |

0 800 Feet

Source: City of Clearwater, Stearns Co, MnDNR, ESRI

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September 29, 2016

Dear City Administrator Kress,

Whitney Senior Center is celebrating its 40<sup>th</sup> Anniversary of providing senior center service to the St. Cloud area region. In 1976 the main terminal for the former St. Cloud airport began extensive renovation to repurpose the space as a senior center. Three subsequent additions over the course of 40 years provide over 15,000 square feet dedicated to providing service and programs to our area's 55 and older population. In 2015 we had over 16,000 user's visiting over 160,000 times throughout the year. Additionally, with grant funding we took programs out to satellite locations in surrounding communities of St. Joseph, Sauk Rapids, Sartell, Waite Park and St. Augusta.

The St. Cloud City Council voted on September 12 to institute a basic membership fee for Whitney Senior Center users, beginning January 1, 2017. This annual basic membership fee of \$50 will go on sale December 1, 2016. Members will receive a card and reduced rates for certain fees. For example:

|                                | <u>Member</u> | <u>Non-member</u> |
|--------------------------------|---------------|-------------------|
| • <u>Classes 12 scans</u>      | \$42.00       | \$60.00           |
| • <u>Classes 6 scans</u>       | \$21.00       | \$30.00           |
| • <u>Fitness Center Annual</u> | \$90.00       | \$150.00          |
| • <u>Woodshop Annual</u>       | \$90.00       | \$150.00          |
| • <u>Garden Plots</u>          | \$20.00       | \$ 50.00          |

The St. Cloud City Council has voted to "buy down" city residents' membership by \$40 to \$10 out of pocket per year as those citizens pay for the operation of Whitney Senior Center through their city taxes. This arrangement is extended to the surrounding local cities and townships. It is estimated that 30% of Whitney Senior Center users are from outside of the St. Cloud area. If you as a city wish to "buy down" your citizen's membership to Whitney Senior Center we would need to enter into that written agreement by November 21, 2016. Whitney Senior Center would then invoice your city for the \$40 per member balance.

Whitney Senior Center has been an important amenity for older adults for over 40 years. It has provided a forum for life-long learning, engagement, socialization and focus on health and wellness. All of this enhances quality of life for your citizens and most importantly supports successful aging in place. The end result is a larger savings to the person and public as Whitney Senior Center activities promote prolonged independence in later life.

I am available to speak to your council or meet with you individually, please do not hesitate to call me if you would like to schedule a meeting (320-255-7245). I am happy to answer any questions you may have. I have included for your review the most recent Whitney Time magazine which lists all of our fall offerings.

Best Regards,  
Laura Hood *Laura Hood*  
Aging Services Director/Whitney Senior Center

HELP US RENAME ELDORADO PARK LOCATED IN THE CEDAR SOUTH ADDITIONS. PLEASE TYPE YOUR SUGGESTIONS IN THE COMMENT FIELD BELOW.



215 people reached

Boost Post

Like Comment Share



Sharon Baier Moeller

Chronological

1 share

 **Sharon Baier Moeller** Cedar south park  
Like · Reply · Message · 3 · August 4 at 5:16pm

 **Deb Spencer-Petty** Cedar South Park  
Like · Reply · Message · 1 · August 4 at 8:43pm

 **Anne Christos** Cedar South  
Like · Reply · Message · 1 · August 5 at 7:54am

Donald Niebolt - Scarlet Park  
Bev Allen - Heritage Park

**CITY OF CLEARWATER, MINNESOTA  
RESOLUTION #2016-46**

State of Minnesota  
County of Wright and Stearns  
City of Clearwater

**RESOLUTION ADOPTING LIEN FOR UNPAID CHARGES**

**WHEREAS**, pursuant to proper notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed liens for unpaid charges for municipal fees and utilities; and

**WHEREAS**, the amounts of bad debt have been minimized through diligent collection efforts by staff.

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

1. Such proposed lien for unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute the liens against the lands named herein.
2. The owner of the property so assessed may, at any time prior to certification of the lien to the County Auditor, pay the whole of the lien on such property, including the certification fee as established in the current fee schedule.
3. The Deputy Clerk shall forthwith transmit a certified copy of this lien role to the County Auditor to be extended on the proper tax lists of the county and such liens shall be collected and paid over in the same manner as property taxes.

Adopted by the Council on this 17th day of October, 2016.

\_\_\_\_\_  
Pete Edmonson, Mayor

Attested:

\_\_\_\_\_  
Kevin Kress, City Administrator

STATE OF MINNESOTA )

) ss. Authenticating Certificate

COUNTY OF WRIGHT & STEARNS )

I, the undersigned, being duly qualified City Administrator of the City of Clearwater, certify that the attached Resolution of the City Council adopting a lien for unpaid charges under the City Code, is a true copy of the original, of which is on file at the City of Clearwater.

Dated this 18<sup>th</sup> day of July, 2016

Seal

---

City Administrator, City of Clearwater

### Rules for Sign (ideas)

1. Hours 6am – 11pm
2. All animals must be on a leash
3. No glass.
4. No littering
5. No vandalism
6. No camping without a special event permit
7. No weapons except as allowed by Ordinance
8. No motorized vehicles without a permit. Travel on designated trails only
9. Premises patrolled, violators will be prosecuted
10. City is not liable for any loss, damage, or injury sustained by park visitors

Complete Park Ordinance In City Clerk's Office or [clearwatercity.com](http://clearwatercity.com)

**CITY OF CLEARWATER**  
**REQUEST FOR COUNCIL ACTION**

|   |  |
|---|--|
| <b>Requested Date of Council Consideration:</b><br>10-17-16<br><b>Flexibility:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  | <b>Originating Department:</b><br>Administration & Public Works  |
| <b>Agenda Item:</b><br>Staff Reports  | <b>Presenter:</b><br>Administrator, Kevin Kress  |
|   | <b>Estimated Time:</b><br><input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min.<br><input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour |
| <b>Council Action Requested:</b><br><input checked="" type="checkbox"/> Information/Review <input type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change   |  |
| <u>Public Works</u> <ol style="list-style-type: none"> <li>1. Repaired issues on hydrants found while flushing.</li> <li>2. Repairs on 1999 international plow truck.</li> <li>3. Finished big ball field at Sportsman's park.</li> <li>4. Pump repair lift station #1.</li> <li>5. Grade alleys and parking lots.</li> <li>6. Straightened street signs.</li> <li>7. Cleaned catch basins in storm sewer.</li> <li>8. Put two of the swings up at Sportsman's park.</li> <li>9. Picked up five rolls of turf from Rockville.</li> <li>10. Sprayed fence lines for weeds.</li> <li>11. Started dirt work and curbing at Eldorado Park.</li> </ol> |  |
| <u>Administration</u> <ol style="list-style-type: none"> <li>1. Met with MnDOT and the Engineer for various items.</li> <li>2. Worked with Parks Commission to update park plans. Discussed rules and signage for all parks. Discussed renaming Eldorado Park.</li> <li>3. Worked on Lions and Food Shelf agreements.</li> <li>4. Met with AEM to discuss rate analysis.</li> <li>5. Worked with Planner and City Attorney on Kwik Trip proposal.</li> <li>6. There is an interested party that wants to place a bench in Sportsmans park</li> </ol>  |  |