



WORK SESSION
4:30 P.M. Upper Level Conference Room

WAITE PARK CITY COUNCIL AGENDA
MONDAY, JANUARY 9, 2017 6:30 P.M.
OATH OF OFFICE

6:30 P.M. Pledge of Allegiance
Open Forum – two minute limit

Review and approve, January 9, 2017 Council Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of December 19, 2016
- B. Approve Temporary Gambling Permit for the Apollo Diamond Club at the Ultimate Sports Bar & Grill on April 8, 2017
- C. Approve Proposal for Engineering Services for Well #6
- D. Approve Contributing \$200,000 to Fund the Extension of the Lake Wobegon Trail
- E. Approve Joint Cities Legislative Priorities Resolution
- F. Approve Declaration Deed Restriction for Lake Wobegon Trail located in Rivers Edge Park
- G. Approve Resolution Supporting a Grant Application for the Local Trail Connections Program
- H. Approve DEED Grant Application for Silver Leaf Development
- I. Approve Resolution Adopting Joint Powers Agreement between State on Minnesota and the City of Waite Park Re: Minnesota Internet Crimes Against Children Task Force (ICAC)

2. Rezoning and Preliminary and Final Plat Review – Windsor Greene
3rd Addition – McMereditth Development, Inc.

3. Council Chambers Project

4. Council/Mayor
A. Review and Approve Bills

5. Administrator
A. Update

ADJOURN

**CITY OF WAITE PARK
CALL TO ORDER –**

**PLEDGE OF ALLEGIANCE
OPEN FORUM**

Review and Approve January 9, 2017 City Council Agenda

Councilmember _____ moved that the Council Agenda for January 9, 2017 be approved as presented.

Councilmember _____ seconded the motion.
Motion (Approved) (Denied)

Agenda Item No. 1-Consent Agenda

1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes of December 19, 2016
- B. Approve Temporary Gambling Permit for the Apollo Diamond Club at the Ultimate Sports Bar & Grill on April 8, 2017
- C. Approve Proposal for Engineering Services for Well #6
- D. Approve Contributing \$200,000 to fund Lake Wobegon Trail Extension
- E. Approve Joint Cities Legislative Priorities Resolution
- F. Approve Declaration Deed Restriction for portion of Lake Wobegon Trail located in Rivers Edge Park
- G. Approve Resolution Supporting a Grant Application for the Local Trail Connections Program
- H. Approve DEED Grant Application for Silver Leaf Development
- I. Approve Resolution Adopting Joint Powers Agreement between State on Minnesota and the City of Waite Park Re: Minnesota Internet Crimes Against Children Task Force (ICAC)

Councilmember _____ moved that the Consent Agenda, as presented, be approved.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Michael Linqvist _____
Councilmember Charles Schneider _____
Councilmember Vic Schulz _____
Councilmember Frank Theisen _____
Mayor Richard Miller _____

Motion (Approved) (Denied)

January 9, 2017

WAITE PARK CITY COUNCIL MEETING

DECEMBER 19, 2016

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, December 19, 2016 beginning at 6:30 PM.

MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linquist, Schneider, Schulz and Theisen.

CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Finance Director Lindberg, Chief of Police Benrud, Public Works Director Schluenz, Planning and Community Development Director Noerenberg, Attorney Fossey, SEH Engineer Wotzka

OTHERS PRESENT

Jean Sarazine

OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

COUNCIL AGENDA

Motion by Member Schulz, second by Member Theisen, to approve the 12/19/16 Council Agenda as amended:

- 1.S. (Add) Approved Planning Commission Appointment
- 6.B. (Add) Approve Contract with Flaherty & Hood for Bonding Request

The motion carried unanimously.

1. CONSENT AGENDA

Motion by Member Schneider, second by Member Schulz, to approve the following 12/19/16 Consent Agenda items:

- 1.A. (Pulled for Voting Purposes – Regarding Council Minutes of December 5, 2016)
- 1.B. Approved 2017 Appointments
- 1.C. Approved Position and Pay Grade Listing
- 1.D. Approved 2017 Seasonal and Part Time Salary Schedule
- 1.E. Approved 2017 Union and Non Union Salary Schedule
- 1.F. (Pulled for discussion – regarding MOU's for H.S.A. Plan Police Officers by Resolution)
- 1.G. (Pulled for discussion – regarding MOU's for H.S.A. Plan Police Administration by Resolution)
- 1.H. (Pulled for discussion – regarding MOU' for H.S.A. Plan Public Works by Resolution)
- 1.I. (Pulled for discussion – regarding MOU's for H.S.A. Plan for Non-Union by Resolution)
- 1.J. Approved 2016 Write-offs
- 1.K. Approved 2017 Departmental Goals & Objectives
- 1.L. Approved Electrical Inspector Contract
- 1.M. Approved 2 AM Liquor License Renewal – Friend's Bar and Restaurant
- 1.N. Approved Vehicle Hoist Change Order for Public Works Facility
- 1.O. Approved Investment Policy (**RESOLUTION NO. 121916-01**)
- 1.P. Approved Resolution Granting CC VIII Operating, LLC a Franchise Extension to June 30, 2017 (**RESOLUTION NO. 121916-02**)
- 1.Q. Approved Temporary Minnesota Gambling Permit for the Mark Zimmer Foundation
- 1.R. Approved SEH 2017 Rates
- 1.S. (Pulled for discussion – regarding Planning Commission Appointment)

1. CONSENT AGENDA (Cont'd.)

The motion carried unanimously

1.A. COUNCIL MINUTES OF DECEMBER 5, 2016

Motion by Member Theisen, second by Mayor Miller, to approve the Council Minutes of December 5, 2016 as presented.

Ayes: Mayor Miller, Members Linquist, Schulz, Theisen

Nays: None

Abstained: Member Schneider

The motion carried.

1.F. MOU'S FOR H.S.A. PLAN POLICE OFFICERS BY RESOLUTION

1.G. MOU'S FOR H.S.A. PLAN POLICE ADMINISTRATION BY RESOLUTION

1.H. MOU'S FOR H.S.A. PLAN PUBLIC WORKS BY RESOLUTION

1.I. MOU'S FOR H.S.A. PLAN FOR NON-UNION BY RESOLUTION

Member Schulz stated he cannot tell from the signatures on the MOU's who signed them and asked that their names be printed under their signatures. City Administrator Johnson stated the Business Agent and the Union Steward along with the Mayor and City Administrator are the ones that sign them.

Motion by Member Schulz, second by Member Schneider, to approve the MOU's for H.S.A. Plan Police Officers, Police Administration, Public Works and Non-Union by Resolutions. The motion carried unanimously. **(RESOLUTION NO. 121916-05, 121916-06, 121916-07, 121916-08)**

1.B. 2017 APPOINTMENTS

Member Linquist stated there needs to be a change in the APO Board Appointment from Member Linquist to Member Theisen. Member Theisen stated he is now working nights again, so may not be able to make the meetings. It was decided the approved appointment of Member Linquist would stay as is, so no other motion needed to be made on this issue.

1.S. PLANNING COMMISSION APPOINTMENT

Motion by Member Schulz, second by Member Schneider, to appoint Bonnie Hermanutz as a member of the Planning Commission. Mayor Miller stated there were two very good people who applied for this board appointment. The motion carried unanimously.

2. FINAL 2017 TAX LEVY AND BUDGET/CAPITAL IMPROVEMENT PLAN AND GAMBLING DONATION REQUESTS

The proposed tax levy was certified to the County in September of 2016. The final 2017 tax levy needs to be approved by the Council and must be certified to the County by December 30, 2016. Once the 2017 tax levy has been adopted, the City Council will need to approve the 2017 Budget/Capital Improvement Plan. The Council was presented with the resolutions to approve the 2017 tax levy and 2017 Budget/Capital Improvement Plan.

The City Council reviewed the Gambling Donation requests for 2017. Staff is recommending the Council approve the Gambling Donation list that was presented. The requests will be dispersed based on fund availability, as well as, timing of when they were paid in previous years to the respected organization. Also presented was the criteria for the Whitney Senior Center Membership for review and consideration.

Motion by Member Schneider, second by Member Theisen, to adopt the final 2017 Tax Levy per Resolution No. 121916-03 and to adopt the 2017 Budget/Capital Improvement Plan per Resolution No. 121916-04 as presented. The motion carried unanimously. **(RESOLUTION NO. 121916-03 & 121916-04)**

Motion by Member Schulz, second by Member Linquist, to approve the 2017 Gambling Donation request and the Whitney Senior Center Criteria as presented. The motion carried unanimously.

3. PUBLIC HEARING – APPENDIX B – FEE SCHEDULE FOR 2017 INCLUDING UTILITY RATE INCREASES FOR 2017

The City considers changes to the Fee Schedule annually. Staff has reviewed all fees currently charged. Below and attached are the recommended changes/additions to the Fee Schedule for your review:

As people are able to reserve the Community Park Shelter a year in advance, Staff is proposing the Resident Park Rental Fee be increased to \$75 plus sales tax for 2018. This is the recommendation from the Park Board. Staff has also been reviewing the Non-Resident Park Rental Fee and the number of Non-Resident Park Rentals. In the last 7 years, the number of Non-Resident Park Rentals has dropped to an average of 5 rentals a year. The Non-Resident Park Rental Fee has increased from \$130 to \$235 in the last 7 years. Staff would like to propose dropping the Non-Resident Park Rental Fee to \$150 effective for rentals made after 12/31/16 and keep the Non-Resident Park Rental Fee at \$150 for 2017 and 2018.

Regarding proposed Utility Rate increases for 2017, water rates are proposed to increase from \$6.08 per 1,000 gallons to \$6.37 per 1,000 gallons. The water rate increase is a result of additional operation and maintenance and debt service. Wastewater rates are proposed to increase from \$6.79 per 1,000 gallons to \$7.03 per 1,000 gallons. This increase is due to continued debt service on the expansion and rehabilitation of the St. Cloud Waste Water Treatment Facility and debt service on the sewer interceptor lining project. The utility rates are proposed to take effect January 1, 2017 and will be reflected on the April, 2017 quarterly bill.

Staff is proposing an increase in the Animal Running at Large Fee from \$35 to \$60 effective 1-1-17. The reason for this proposed increase is to cover more of the costs associated with an animal running at large.

Staff is proposing an increase in the Administrative Fee from \$30 to \$35 effective 1-1-17. The reason for this proposed increase is to stay consistent with what our bank charges us.

Lastly, last year the PD Special Event Pay was set at \$52 per hour for Officers and \$59 per hour for Sergeants. Staff is proposing one rate of \$57 per hour for PD Special Event Pay.

Included in the attachment is the Notice of the Public Hearing and the "Summary Publication" for your review and consideration.

Mayor Miller opened the Public Hearing by reading the Public Hearing Notice. The Public Hearing opened at 6:42 p.m. No one came forth to speak at the Public Hearing.

Motion by Member Theisen, second by Member Linquist, to close the Public Hearing at 6:43 p.m. The motion carried unanimously.

Motion by Member Schulz, second by Member Theisen, to approve amending Appendix B – Waite Park Schedule of Fee Charges and Summary Publication as proposed. Member Theisen questioned why it is proposed to increase the park rental fee for residents, but decrease the park rental fee for non-residents. Public Works Director Schluenz explained that the proposal to decrease the park rental fee for non-residents is due to the fact that there has been a decrease in the number of non-resident park rentals over the years and Staff feels this is because the rate has increased a lot over the years. Discussion was held on keeping the 2018 park rental fee the same as the 2017 park rental fee and decreasing the 2017 and 2018 non-resident park rental fee. The motion was unanimously denied.

Motion by Member Theisen, second by Member Schneider, to approve the 2018 Residential Park Rental Fee of \$65 and the 2017 and 2018 Non-Residential Park Rental Fee of \$150. The motion carried unanimously.

Member Linquist questioned the proposed PD Special Event Pay. Chief of Police Bentrud explained that this proposed fee is a fee the City charges a third party when they want to hire an off-duty officer from Waite Park. In the past, the City has charged a third party \$52 per hour to hire an off-duty officer and \$59 per hour to hire an off-duty Sergeant. Staff is now proposing to charge one rate at \$57 per hour whether it be an officer or a sergeant. Special Events include things like holiday traffic control at the mall, Friend's Bar Memorial Day Event, and other business or private events.

Motion by Member Linquist, second by Member Theisen, to approve amending Appendix B – Waite Park Schedule of Fee Charges and Summary Publication as proposed. The motion carried unanimously.

4. PUBLIC HEARING – TAX FORFEITED PROPERTY ASSESSMENT AT 424 WELLINGTON CIRCLE

Presented was Public Hearing Notice. The Public Hearing is in regards to a tax forfeited property at 424 Wellington Circle (PID 98.61450.0024) that had a special assessment on the property tax roll. The property went into tax forfeiture back in November 2012 and at that time the special assessment had been taken off of the tax roll by Stearns County. Back on 3-18-13, the Waite Park City Council approved the amount of \$16,621.13 as the amount still owed on the special assessment and Stearns County informed City Staff that once the property is sold, the City Council can hold a public hearing to assess what is owed back on the property tax roll.

The property has now been sold. City Staff is recommending assessing the balance of \$16,621.13 back on the property tax roll. The City Council can approve the terms of this assessment. It can be assessed to be paid in one year or more. Back when it was originally assessed starting in 2006, it was assessed with a term of 10 years at an interest rate of 5%. The Public Hearing Notice was published in the St. Cloud Times on 12-3-16 and a notice was also mailed to the property owner.

Mayor Miller opened the Public Hearing by reading the Public Hearing Notice. The Public Hearing opened at 6:51 p.m. No one came forth to speak at the Public Hearing.

Motion by Member Theisen, second by Member Schneider, to close the Public Hearing at 6:52 p.m. The motion carried unanimously.

Motion by Member Schulz, second by Member Theisen, to approve the special assessment in the amount of \$16,621.13 with a term of 8 years and 5% interest. The motion carried unanimously.

5. NO PARKING ON PROSPER/PROGRESS/23RD AVE SOUTH AND 12TH STREET SOUTH

Over the past months, we have seen an increase of vehicles including tractor-trailers parking on Prosper Drive. They have damaged the granular shoulder and the grass ditch, as they are parking part on the street and on shoulder or grass. We do have pictures that show this. We also are having an issue of parking on the road or part on road or shoulder on Prosper Drive close to CR 137 and 23rd Ave South. This is due to people going to Quarry Park, trying to avoid paying for parking. On extremely hot days, the streets are packed with cars making it difficult to use the roadway.

Prosper Drive and Progress Road recently (2015) had its pavement milled and re-paved including new shoulders. 23rd Ave South and 12th Street South pavement is original and very narrow as this was an old township road. The pavement is cracking on the edge and the shoulders are in poor condition.

Staff has talked with West Stonehill apartment management and they are concerned with the potential of no parking on these streets because they have residents park on Prosper Drive when they are doing parking lot maintenance and snow removal.

To help with their concerns and in consideration of the no parking, the City Council could offer an exception. West Stonehill could request to the Public Works Director, the right to park on the street during the above mentioned times. The Public Works Director would either grant or deny depending on snow removal or soil conditions.

Staff is recommending approving posting Prosper Drive, Progress Road, 23rd Ave South and 12th Street South with No Parking. If the Council desired, they could also consider granting an exception to West Stonehill for maintenance and snow removal with approval by City prior to parking on street.

Motion by Member Linquist, second by Member Schneider, to approve posting Prosper Drive, Progress Road, 23rd Avenue South and 12th Street South with No Parking. The motion carried unanimously.

Motion by Member Schneider, second by Member Theisen, to give the Public Works Director authority to grant or deny a request from West Stonehill to park on Prosper Drive during West Stonehill parking lot maintenance or snow removal. Approval or denial will be determined by snow removal tasks for the City or soil conditions. The motion carried unanimously.

6. COUNCIL/MAYOR

6.A. REVIEW AND APPROVE BILLS

Motion by Member Theisen, second by Member Schneider, to authorize payment of the accounts payable list (1216D1). The motion carried unanimously

6.B. CONTRACT WITH FLAHERTY & HOOD FOR BONDING REQUEST

Mayor Miller requested approval of a contract with Flaherty & Hood to help the City with a bonding request at the State level regarding the proposed amphitheater. The cost is approximately between \$10,000 and \$15,000.

Motion by Mayor Miller, second by Member Schneider, to approve the contract with Flaherty and Hood to help the City with a bonding request at the State level regarding the proposed amphitheater. The motion carried unanimously.

Mayor Miller stated a thank you card was received from the Great River Regional Library for the extra effort to allow the Waite Park library to be open longer during the fire recovery of the St. Cloud Library.

A lady in the audience questioned the proposal of the donation to the Whitney Senior Center. Mayor Miller stated the Council has approved a donation of up to \$2500 to the Whitney Senior Center to cover \$40 of the \$50 membership fee to any Waite Park resident who applies for a free membership to the Waite Park Senior Center and then shows the Waite Park Senior Center membership card to the Whitney Senior Center.

7. ADMINISTRATOR

7.A. UPDATE

City Administrator Johnson reviewed the following:

- The City of Waite Park offices will be closed for the holidays on December 23rd, December 26th and January 2nd.
- The next City Council Meeting will be on January 9, 2017.

ADJOURNMENT

Mayor Miller declared the meeting adjourned at 7:03 p.m.

Richard E. Miller
Mayor

Shaunna Johnson
City Administrator

Consent Agenda Item B: Temporary Gambling Permit for the Apollo Diamond Club

Attached for Council approval is a temporary Minnesota Lawful Gambling Permit for the Apollo Diamond Club at the Ultimate Sports Bar and Grill on April 8, 2017. The City's gambling ordinance requires approval of these items. In addition, the Ordinance does require 10% of proceeds to be donated to the City. The recommendation is to waive the 10% requirement as this request does not fall under our regular gambling licenses. It is a temporary permit that is seeking to raise funds for the Apollo Diamond Club. Approval of this item would also exempt this requirement.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Apollo Diamond Club Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 1000 44th Ave N Apollo High School

City: St Cloud State: MN Zip: 56303 County: Stearns

Name of Chief Executive Officer (CEO): Todd Corrow

Daytime Phone: _____ Email: _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Ultimate Sports Bar and Grill

Address (do not use P.O. box): 1101 Division Street

City or Township: Waite Park Zip: 56387 County: Stearns

Date(s) of activity (for raffles, indicate the date of the drawing): April 8, 2017

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards

Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$4,500)

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: **Todd Corrow**

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status, and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Consent Agenda Item C: Proposal for Engineering Services for Well #6

The City of Waite Park has 3 production wells serving the water treatment plant. There are issues which partially restrict use at Well No. 3, so the primary water supply wells for the treatment plant are Well Nos. 4 & 5. During peak use periods, both Well Nos. 4 and 5 are needed in order to supply the treatment plant with enough water to be able to refill the towers every day. The goal of this project is to increase the total well supply capacity for the plant, thus reducing the potential of a supply shortage, (i.e. well breakdown during peak use season). The solution to this potential shortage is the development of new Well #6 to increase supply capacity.

Attached is the proposal for engineering services for the Well #6.



Building a Better World
for All of Us®

January 3, 2017

RE: City of Waite Park, Minnesota
2017 Well No. 6
SEH No. P-WAITE 136386 14.00

Mr. Bill Schluenz
Public Works Director
City of Waite Park
19 13th Avenue North
PO Box 339
Waite Park, MN 56387-0339

Dear Mr. Schluenz:

After our recent discussions, we modified this proposal for engineering services related to investigation, location, testing, design, and construction of an additional water supply well(s) at the Treatment Plant Site. It is the intent this letter to serve as a proposal, and if approved, shall form the basis of an Agreement between the Owner and SEH for hydrogeological and engineering services for the project.

Project Understanding

The City of Waite Park has 3 production wells serving the water treatment plant. There are issues which partially restrict use at Well No. 3, so the primary water supply wells for the treatment plant are Well Nos. 4 & 5. During peak use periods, both Well Nos. 4 and 5 are needed in order to supply the treatment plant with enough water to be able to refill the towers every day. The goal of this project is to increase the total well supply capacity for the plant, thus reducing the potential of a supply shortage (i.e. well breakdown during peak use season).

We have made an initial review of the available information, including the latest revision to the Part 1 WHPP update. After this review and discussion with City staff, we agree that moving forward with a presumption of one additional well, new Well No. 6, at the water treatment plant site is the correct next step for upgrading the water supply system for the City. Given the vulnerability discussed above, there is a need to move forward and expedite completion of this project.

The new well is assumed to be constructed at the Water Treatment plant site at a distance of less than 800' from the treatment plant. The well would be equipped with a submersible pump and motor. From the well pitless adaptor there would be a water supply line constructed to the inlet side of the treatment plant. Along this pipe would be a flow meter, check valve and standard raw water line appurtenances. There would also be electrical equipment for the well pump plus control system modifications to integrate the new well into the plant systems. Unlike the other wells at the plant site there would not be a well house building.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717
SEH is 100% employee-owned | sehinc.com | 320.229.4300 | 800.572.0617 | 888.908.8166 fax

Project Budget

As with most construction projects, there can be market factors and other variables which preclude us as engineers from precisely estimating overall costs. Further with a well project, involving geologic factors, which are unseen and difficult to predict there can be changes in the expected construction. We understand you are very aware of these variables. The City has budgeted \$500,000 for construction and engineering for this new well, and below we are offering a brief analysis of this amount.

For reference purposes we reviewed two recent well projects. This summer a new well was commissioned in Sauk Centre, MN. This well construction is similar to Waite Park's wells, but the Sauk Centre example needed a more expensive flood-proof building. The well-only construction costs were approximately \$170,000. In Lakeville MN, also in 2016, a new well was commissioned. This project included a more expensive bedrock well, but the electrical/controls, supply main piping and related appurtenances were similar to the expected construction in Waite Park. The non-well costs in Lakeville were approximately \$180,000. So by combining these two project examples, we derived a construction cost estimate of \$350,000. Adding a 10% contingency of \$50,000, and \$100,000 engineering cost, the project budget of \$500,000 seems appropriate. (These budgetary estimates are based on market factors that are beyond our control and these budgetary costs are being provided only as an opinion).

Scope of Services

Task 1 –Basic Engineering, Preliminary and Final Design

Through the process of wellhead protection planning and well management in Waite Park, there is considerable information gathered and documented about; the aquifer, the existing wells, this site and the corresponding water quality/quantity. In this initial step we will utilize this information for an understanding of the subsurface environment as it relates to water production, (in a vertical sense). By review of maps and as-built drawings of the site to determine potential well locations considering factors such as; the location of raw water supply mains, hydraulic interference from other wells, and State mandated well setbacks. (Horizontal sense).

Basic Engineering sub tasks include:

- Kick-off meeting at WTP site to verify collected data, and meet with Staff to confirm assumptions and direction for next steps.
- Analyze site from a groundwater perspective
- From site mapping and record, conduct an engineering analysis to identify potential well locations
- Prepare a memo providing updates of budgets and schedules for the entire project. Conduct a review of the subsurface environment as it relates to water production.

Design sub tasks include:

Based on other well projects of similar scope, there is often a benefit to have two sets of construction documents. One is for the well construction, allowing specialty well contractors to focus on their core business. The second is for the pumping facility improvements such as underground site piping, electrical control systems, and process equipment. In this proposal we have included two contract packages.

- Conduct field topographic survey.
- Develop the initial well cross-section.
- Complete MN DNR new well application (On-line using DNR MPARS system).
- Prepare site plans based on surveying data.
- Prepare preliminary plans and cost estimate.
- Attend preliminary design review meeting with City Staff.
- Meet with the MDH for a preliminary well site verification meeting.
- Prepare final plans and specifications for project.
- Delineate the Preliminary Wellhead Protection Areas (PWHPA) according to Minnesota Rule 4720.5310.
- Prepare Construction Contingency Plan, see note :
- Attend one Final Design meeting with City Staff.

Note: Construction Contingency Plan

Because the construction activities will occur as a development phase for a portion of the Waite Park Wells Superfund Site (EPA ID# MND981002249) as designated on the U.S. EPA National Priority List (NPL), construction activities must comply with requirements established in the Superfund Record of Decision (ROD) completed in July 1994 and the subsequent Explanation of Significant Difference (ESD) dated August 11, 1998, developed by the Minnesota Pollution Control Agency (MPCA).

SEH will prepare a Construction Contingency Plan (CCP) to be included in bidding documents to monitor for and manage any contaminated soil and/or groundwater generated during drilling, well development, and testing activities. The CCP will be submitted to the MPCA to obtain approval and conditions prior to the initiation of field activities. If any stockpiled soil or collected water require additional treatment or disposal, an Interim Response Action Plan will be developed and forwarded to the MPCA for approval prior to disposal. Following completion of field activities, a Response Action Implementation Report will be submitted the MPCA to obtain a Technical Assistance letter from the MPCA.

Task 2 –Bidding

Separate bidding and contracting documents for the well and for the pumping facilities.

- Prepare construction documents for bidding.
- Assist City with advertising for project for bids.
- Answer questions from contractors during bidding.
- Attend the bid opening and evaluate the bids.
- Provide a recommendation to the City regarding award of the construction contract.

Task 3 – Construction Phase Services

Provide standard engineering services to assist the City of Waite Park with the delivery of this project.

Sub-tasks include:

- Assist City with preparation and distribution of construction contracts.
- Organize and conduct preconstruction conference with contractors and City Staff.
- Perform construction staking of the well site.
- Review all shop drawing submittals from contractor.
- Provide critical point construction observation for construction activities.
- Review and make recommendation for contractor payment applications.
- Prepare and administer contract modifications as necessary.
- Prepare and distribute contractor punch lists.
- Assist with Contract close-out.

Schedule

The project schedule includes commencement upon approval. Based on authorization in January of 2017, we have assembled the following schedule for completion of each task:

Task 1	Preliminary and Final Design	January – March, 2017
Task 2	Bidding and Contracting	April - May, 2017
Task 3	Construction Phase Services	June - November 2017

Compensation

We propose to be compensated for the tasks identified in the Scope of Services on an hourly basis. SEH proposes to complete the Tasks as outlined on an hourly fee of:

Task 1	Preliminary & Final Design	\$ 64,300
Task 2	Bidding	\$ 4,400
Task 3	Construction Phase Services	\$ 30,500
Total		\$ 99,200

Fees include reimbursable expenses which include costs associated with printing, delivery, postage, travel, and equipment.

Agreement

This letter represents the entire understanding between the Owner and SEH in respect of the Project. This agreement may only be modified in writing and if signed by both parties. If this letter satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy of this letter in the space provided below and return one copy to us.

We look forward to continuing our work with the City of Waite Park on this important project. If you have any questions or need any additional information, feel free to contact me directly at 218.855.1711 or via email at jledin@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Jeffrey R. Ledin, PE
Sr. Project Manager



Terry Wotzka, PE
Client Service Manager

mrb

p:\uzlw\waite\136386\1-gen\10-setup-cont\03-proposal\letter proposal - 010317.docx

City of Waite Park, Minnesota

Accepted this _____ day of _____, 20__.

By: _____

Title: _____

Consent Agenda Item D: Approve Contributing \$200,000 to fund the extension of the Lake Wobegon Trail

Stearns County has been working on securing the right of way and designing the portion of the Lake Wobegon Trail that would connect St. Joseph to Waite Park. They have secured over \$3 million in funding through the Department of Natural Resources and also through the Federal TAP program. The remaining balance of the project is \$823,802 Stearns County is requesting assistance from each of the local jurisdictions including St. Joseph, St. Cloud, and Waite Park. Each jurisdiction has been requesting to contribute \$200,000 and the County will then consider paying the remaining portion of the total cost. For this project to move forward in 2017 as planned, Stearns County is requesting that each jurisdiction get authorization from its perspective governing bodies now so that they can begin planning for its completion.

If you recall, the only remaining portion of this project that is in Waite Park is half of the pedestrian bridge that is planned to go over the Sauk River in Rivers Edge Park. The cost projections of this bridge have been estimated to be approximately \$800,000 with Waite Park's share of this cost expected to be approximately \$400,000. The requested amount from Stearns County of \$200,000 is half of this original projection of cost for Waite Park. Staff recommends approving the contribution of \$200,000 to the fund the extension of the Lake Wobegon Trail. Staff recommends paying for this contribution with sales tax funds.

**RESOLUTION NO. 010917-
CITY OF WAITE PARK**

**A RESOLUTION SUPPORTING A GRANT APPLICATION FOR THE LOCAL TRAIL
CONNECTIONS PROGRAM**

WHEREAS, the City of Waite Park supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program; and

WHEREAS, the Lake Wobegon Trail is a regional trail system in Central Minnesota that currently extends over 46 miles in length; and

WHEREAS, the trail connects Osakis, MN to St. Joseph, MN and an extension of the Lake Wobegon Trail will be constructed in 2017 connecting St. Joseph to Waite Park, MN; and

WHEREAS, the application will complete the last remaining section of trail needed in Waite Park to connect the Lake Wobegon Trail to St. Cloud; and

WHEREAS, this grant application is necessary to construct the 650-foot segment along north 10th Street in River's Edge Park and requires a 25% local match; and

NOW, THEREFORE, BE IT RESOLVED, if the City of Waite Park is awarded a grant by the Minnesota Department of Natural Resources, the City of Waite Park agrees to accept the grant award and agrees to pay the 25% required match, and will also enter into an agreement with the State of Minnesota for the above referenced project. The City of Waite Park will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement; and

BE IT FURTHER RESOLVED, the City Council of the City of Waite Park names the fiscal agent for the City of Waite Park for this project as:

Keith Lindberg
Finance Director
City of Waite Park
19 13th Avenue North
Waite Park, MN 56387

BE IT FURTHER RESOLVED, the City of Waite Park hereby assures the Lake Wobegon Trail Segment will be maintained for a period of no less than 20 years.

Adopted by the Waite Park City Council on this 9th day of January, 2017.

Attest:

Shaunna Johnson
City Administrator-Clerk-Treasurer

Richard E. Miller
Mayor

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 1/9/17.

Shaunna Johnson
City Administrator-Clerk-Treasurer

Consent Agenda Item E: Approve Joint Cities Legislative Priorities Resolution

Enclosed is a copy of the Joint Cities Legislative Priorities that have been reviewed by the administrators and mayors. In addition, the mayors and administrators met to discuss these priorities with our local legislators for their input. Staff recommends approval of this resolution.

**Joint Resolution by
The Cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, and St.
Augusta**

**Advocating Support for Proposals and Policies of Common Interest to the
Central Minnesota**

WHEREAS, the Central Minnesota-St. Cloud area has a strong history of collaboration and coordination amongst its local units of government to facilitate well planned communities that provide municipal services in the most cost-effective and environmentally responsible manner possible; and

WHEREAS, to better assist our State legislative leaders, we have collectively identified certain legislative proposals and general policy statements that are of specific impact and interest to our communities to enable them to respond in a manner that strengthens the partnership between our local units of government and the State in fostering the continuation and enhancement of socially, economically and culturally vibrant cities.

NOW, THEREFORE BE IT RESOLVED, by the Councils for the cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, and St. Augusta, Minnesota that the following legislative proposals and legislative policy statements are of common interest or concern to the Central Minnesota Region and therefore we officially support and advocate for the following actions of the MN State Legislature:

LEGISLATIVE POLICY AND FUNDING PROPOSALS:

Policy Proposals

1. **Licensing & Regulation of Hotels/Motels:** APPROVE Legislation allowing cities under 30,000 in population to adopt ordinances to license and regulate hotels and motels.
2. **Mobile Home Relocation Act and Uniform Relocation Act:** AMEND these regulations to clarify to role the local government jurisdiction plays in a development where relocation of mobile home residents is required and whereby the affected property is privately owned but public assistance is provided. Require the Developer to be solely responsible for the relocation and do not allow Uniform Relocation Act benefits to be apply making the City solely responsible for the relocation and its costs.
3. **Right-of-Way Management:** APPROVE Legislation to clarify cities' rights to control the right-of-way on streets and highways lying in two jurisdictions and clarify statutory authority on the municipality's rights to manage the public right-of-ways that would be applicable to all public utilities.
4. **Amend Citizens Personal Protection Act:** SUPPORT legislation that would cities to prohibit handguns firearms in city-owned buildings, facilities, and parks. Clarify the

Act to state that a permit holder, under the terms of a permit, is allowed to carry a pistol-length firearm. We also support efforts by commercial property owners to clarify that the prohibition on restricting possession by tenants and their guests applies only to residential rental property.

5. **Contract for DEED Properties:** SUPPORT legislation that clarifies contract for DEED properties from that of rental properties and clarify local government's ability to regulate these properties under rental licensing.
6. **Amendment to MN Statute 429.** SUPPORT legislation to modify MN Statute 429 requiring assessing 20% of the cost to utilize bonding without referendum; and SUPPORT legislation that provides a meaningful method to address the issue when the costs associated with replacing infrastructure exceeds the value added to the property. Local jurisdictions need more flexibility with financing these projects to address the aging infrastructure when the cost exceeds the benefit.
7. **Tax Exempt Credit Program:** SUPPORT legislation to assist Cities with disproportionately high amounts of government and/or nonprofit business properties such as Colleges, Universities, and Hospitals.

Funding Proposals

1. **St. Cloud Regional Human Rights Office:** APPROPRIATE funds to support outstate offices of the State Department of Human Rights with a full-time office for the St. Cloud Region (\$180,000).
2. **Expansion of I-94 to St. Cloud:** Continue to FUND lane expansions of I-94 from St. Michael to the St. Cloud area.
3. **City of Sartell, 4th/50th Avenue South Project (West Metro Corridor):** APPROPRIATE funds to support the completion of the West Metro Corridor transportation project, otherwise known as 4th Avenue South Project.
4. **City of St. Cloud, Heatherwood Road:** APPROPRIATE funds to construct Heatherwood Road connecting the I-94 Business Park to the new Coborns & Marco Business Park (\$6,000,000).

STATE BONDING APPLICATIONS:

1. **Waite Park, Amphitheater Regional Park:** APPROVE \$5 million for the events and regional park construction.
2. **City of St. Cloud, George Friedrich Regional Park:** APPROVE \$6 million for planning, land acquisition, and park construction.

3. **City of St. Cloud, Downtown Accessibility Program:** APPROVE \$2 million for planning and private and public projects to improve accessibility of St. Cloud's historic downtown.
4. **City of St. Joseph, Pedestrian Bridge over CR #75:** APPROVE \$1.25 million for planning, design, land acquisition, and construction of a pedestrian bridge over CR#75 in central St. Joseph.
5. **Stearns County, Lake Wobegon Trail Extension from St. Joseph to Waite Park:** APPROVE \$1 million to extend the Lake Wobegon Trail from St. Joseph to Waite Park.

GENERAL POLICY STATEMENTS:

1. **Franchise Authority and Right of Way:** SUPPORT legislation that continues to preserve local government's authority in right-of-ways that is owned by the local government entities to manage this property and the utilities that are allowed to locate in these areas. OPPOSE any legislation that takes the local jurisdictions rights away for managing their rights. Encourage utilities to work with local governments through franchise agreements.
2. **Water Standards, Regulations, and Permitting:** SUPPORT legislation that advocates for a more comprehensive clean water framework which focuses its efforts to address water pollution in the state in an efficient and fair manner and one that is supported by science. Require independent scientific peer review of regulations that will impose excessive costs on communities, allow cities more time to evaluate waste water permits, and provide funding for any additional requirements that are adopted.
3. **Publication Requirements:** SUPPORT legislation that would allow municipalities to utilize alternative publication methods for legal notices.
4. **Regional Collaboration:** SUPPORT legislation and funding for a program to encourage locally initiated regional efforts of local government jurisdictions to encourage these types of efforts.
5. **Sales Tax Exemption for all public purchases:** SUPPORT legislation that would clarify the local government sales tax exemption approved in 2013 to define exemption for all purchases made by local units of government.
6. **North Star Commuter Rail:** SUPPORT extension of North Star Commuter Rail service northward to the St. Cloud area in a manner that serves the needs of public, business and commercial travels, that is highly expandable, and is priced affordably to optimize use.
7. **Street Improvement District Authority:** SUPPORT legislation that would give

municipalities the authority to establish street improvement districts to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades.

8. **Local Government Aid:** SUPPORT legislation that reduces pressure on the property tax system and equalizes property tax bases with LGA appropriations.
9. **Levy Limits:** SUPPORT facilitating local accountability by allowing local authorities to formulate and adopt budgets without state restrictions.
10. **State Mandate Relief:** SUPPORT legislation that reduces or eliminates unfunded and/or onerous mandates to local governments. Further, Support legislation that sunsets any unfunded mandates for evaluation.
11. **State Fee Increases:** SUPPORT measures that preclude State agencies and operations from shifting funding reductions and/or cost increases on to municipalities in the form of fee increases.
12. **Administrative Authority:** SUPPORT the expansion of authority of Statutory and Home Rule Charter cities ability to impose and collect administrative penalties to include enforcement and traffic infractions.
13. **Private Well Installation:** SUPPORT retention of local control of private water well installations.
14. **Traffic Enforcement** – Cameras: SUPPORT legislation which allows law enforcement agencies to have authority to use photo enforcement technology to enforce traffic laws. Specifically allow law enforcement officers to issue citations for traffic violations by mail where the violation is detected with photographic evidence.

Adopted by the Cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, and St. Augusta prior to the 2017 Legislative Session.

Mayor Dave Kleis

Mayor Sarah Jane Nicoll

Mayor Brad Gunderson

Mayor Rick Miller

Mayor Rick Schultz

Mayor Bob Kroll

Consent Agenda Item F: Approve Declaration Deed Restriction for Lake Wobegon Trail located in Rivers Edge Park

Stearns County is working on the reimbursement paperwork for the Lake Wobegon Trail Extension project that includes the section of trail that was built in Rivers Edge Park. Part of the grant reimbursement requirements, are to have a deed restriction in place that ensures the trail will be used as a recreational trail and not converted into something else. Enclosed is a copy of the Deed Restriction that is required for the County to receive reimbursement from the State on this project. Staff recommends approval of the Declaration Deed Restriction as presented.

DECLARATION OF RESTRICTION

Dated: _____, 20__

The City of Waite Park, a Minnesota municipal corporation, (the “City”) has a fee simple title in real property pursuant to a Quit Claim Deed dated August 20, 1986, and recorded with the Stearns County Recorder’s Office as Document Number 0602758. That within this area of property, the City has built the River’s Edge Park segment of the Lake Wobegon Trail referred to as (the “Restricted Property”). The legal description and depiction of the “Restricted Property” are attached hereto and made a part hereof as Exhibits A and B respectively.

The County of Stearns was awarded a grant from the State of Minnesota for acquisition, design and engineering of trail connections and extensions including construction of the River’s Edge Park segment of the Lake Wobegon Trail (the “Trail”). The grant was received under the Minnesota Department of Natural Resources Legacy Grant Program (“Legacy Project Number L019-13-3A”).

The County of Stearns and the City entered into a Project Agreement regarding the City’s construction of the River’s Edge Park segment of the Trail. Under the Project Agreement, the City agreed to accept and assume all duties, obligations and liabilities related to the River’s Edge Park segment of the Trail incurred by the County of Stearns pursuant to Legacy Project Number L019-13-3A.

The City, as owner of such fee title, does hereby declare that such interest in the Restricted Property is hereby made subject to the following restrictions and encumbrances:

In order to comply with Legacy Project Number L019-13-3A, the following restrictions are hereby imposed upon the Restricted Property in perpetuity:

EXHIBIT A

That part of the south one-half of the Southwest Quarter, Section 8, Township 124 North, Range 28 West, Stearns County, Minnesota lying westerly of the westerly right of way line of 10th Avenue North and lying easterly of the west Waite Park City limit, and lying southerly of the southerly right of way line of the Burlington Northern Santa Fe railroad and lying northerly of the following described line:

COMMENCING at the South Quarter Corner of said Section 8; thence North 00 degrees 03 minutes 18 seconds East, assigned bearing, along the north-south quarter line of said Section 8, a distance of 1157.31 feet to the point of beginning of the line to be herein described; thence North 84 degrees 53 minutes 46 seconds West 1459.50 feet; thence South 76 degrees 15 minutes 52 seconds West 121.58 feet; thence North 74 degrees 26 minutes 58 seconds West 227.94 feet to the north line of said south one-half of the Southwest Quarter and said described line there terminating.

IN WATSON COUNTY, MINNESOTA, SECTION 9, T128N, R12E, PM 1/24/16

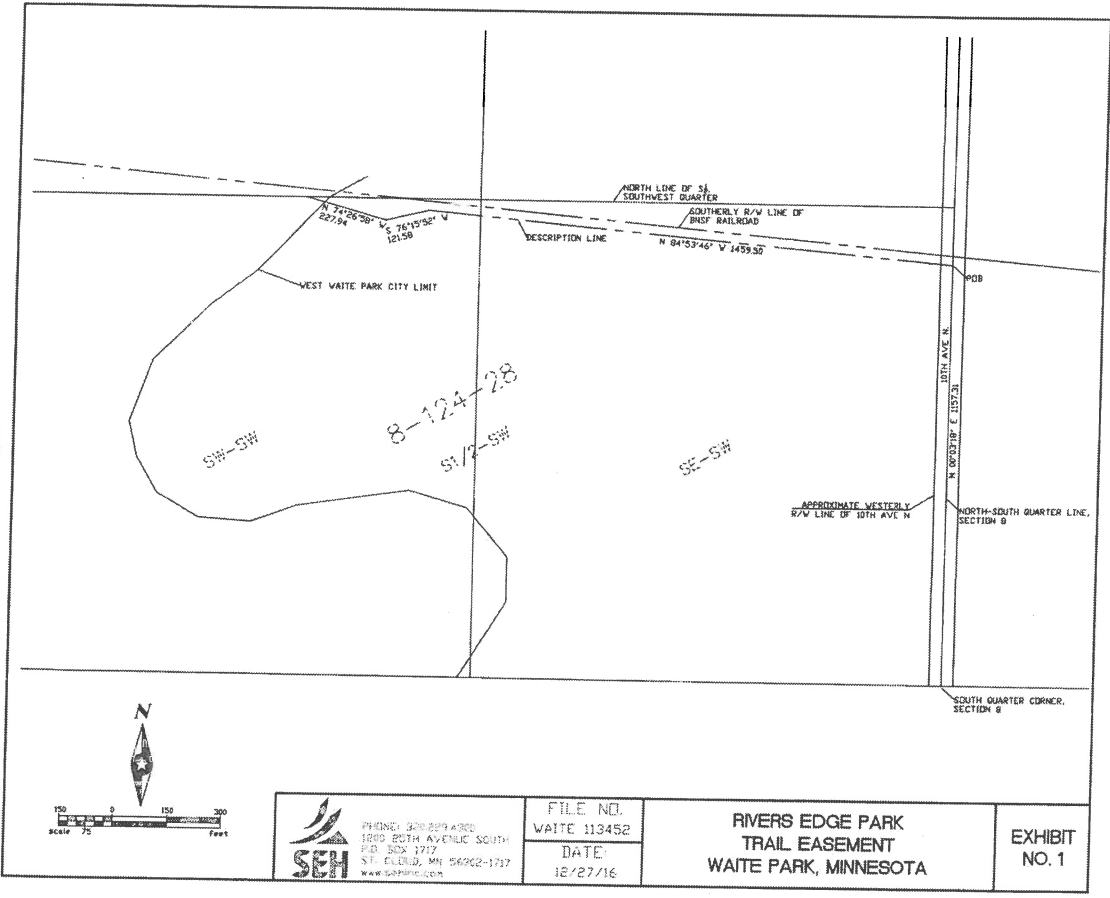


EXHIBIT
B

Consent Agenda Item G: Approve Resolution Supporting a Grant Application for the Local Trail Connections Program

Enclosed is a copy of a Resolution supporting a grant application that John Bowden is preparing on behalf of the City for the last remaining portion of the Lake Wobegon Trail connection in Rivers Edge Park. There is a 650-foot section of trail that needs to be constructed along 10th Avenue between Great Oak Drive to the railroad tracks. John is seeking grant funds through the State for this portion. The grant requires a 25% match by the City of Waite Park. Staff recommends approving this resolution with the 25% match being funded by parkland funds.

**RESOLUTION NO. 010917-
CITY OF WAITE PARK**

**A RESOLUTION SUPPORTING A GRANT APPLICATION FOR THE LOCAL TRAIL
CONNECTIONS PROGRAM**

WHEREAS, the City of Waite Park supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program; and

WHEREAS, the Lake Wobegon Trail is a regional trail system in Central Minnesota that currently extends over 46 miles in length; and

WHEREAS, the trail connects Osakis, MN to St. Joseph, MN and an extension of the Lake Wobegon Trail will be constructed in 2017 connecting St. Joseph to Waite Park, MN; and

WHEREAS, the application will complete the last remaining section of trail needed in Waite Park to connect the Lake Wobegon Trail to St. Cloud; and

WHEREAS, this grant application is necessary to construct the 650-foot segment along north 10th Street in River's Edge Park and requires a 25% local match; and

NOW, THEREFORE, BE IT RESOLVED, if the City of Waite Park is awarded a grant by the Minnesota Department of Natural Resources, the City of Waite Park agrees to accept the grant award and agrees to pay the 25% required match, and will also enter into an agreement with the State of Minnesota for the above referenced project. The City of Waite Park will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement; and

BE IT FURTHER RESOLVED, the City Council of the City of Waite Park names the fiscal agent for the City of Waite Park for this project as:

Keith Lindberg
Finance Director
City of Waite Park
19 13th Avenue North
Waite Park, MN 56387

BE IT FURTHER RESOLVED, the City of Waite Park hereby assures the Lake Wobegon Trail Segment will be maintained for a period of no less than 20 years.

Adopted by the Waite Park City Council on this 9th day of January, 2017.

Attest:

Shaunna Johnson
City Administrator-Clerk-Treasurer

Richard E. Miller
Mayor

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 1/9/17.

Shaunna Johnson
City Administrator-Clerk-Treasurer

Consent Agenda Item H: Approve DEED Grant Application for Silver Leaf Development Project

The Silver Leaf Group has requested that the City apply for a redevelopment grant on their behalf to the Department of Employment and Economic Development (DEED). The application will assist with the forthcoming hotel/event center in funding public infrastructure costs. Details are being finalized by the Silver Leaf Group and will be available at the time of the Council meeting, but the last grant application was for the amount of \$458,430.

As you may recall, twice in 2015 and once in 2016 the City previously authorized support of the same DEED grant application, and at those times the requests were unsuccessful. However, funding is again available for 2017 and Silver Leaf would like the opportunity to apply again.

Due to the sitework and construction progress of the project the window for this grant opportunity is closing, as work will need to proceed and grant funds cannot be used to reimburse for work already done. If the grant is not approved there would only be an option for one or perhaps two additional resubmittals, depending on construction progress and funding availability.

There is no cost to the City in preparing the grant application but if awarded the City would be responsible for administering the grant funds. The deadline for grant application submittals is February 1st 2017. There is a 50% match requirement which is made possible by the TIF portion of the project.

A resolution authorizing submittal (enclosed) will need to be considered for approval if the Council desires to move forward with the DEED application. Due to the short time allowance to the application deadline, the completed application is not yet available at time of agenda preparation. As such, staff recommends that the Council consider establishing a condition that City staff review/approve the completed application prior to submittal to DEED.

Staff has been in contact with DEED regarding the request and their suggestions to make a stronger application included documented commitment of the hotels to the project as well as inclusion of detailed construction financing.

Additionally, staff suggests that the submittal approval be made contingent on commitment of Lamont Companies to remove or relocate the fill piles located off their property on the adjacent corner parcel. These piles were established without approval or knowledge of the current owner of that parcel. Removal of these by June 1st would be beneficial for the property. An email with additional detail to representative of Silver Leaf Group is attached.

Staff recommends approval of the enclosed resolution, with condition that City staff review/approve completed application prior to submittal to ensure inclusion of documented commitment of the hotels to the project and for inclusion of detailed construction financing, and with agreement that fill piles located off-property to the northwest of the site will be removed or relocated, as approved by City staff, by June 1, 2017.

From: [Jon Noerenberg](#)
To: ["John Meyer PhD 320-420-1000"](#)
Cc: [Shaunna Johnson](#)
Subject: DEED Redevelopment Grant Submittal - Silver Leaf
Date: Wednesday, January 04, 2017 3:47:00 PM
Attachments: [image001.png](#)

John,

As a follow-up to our discussion this morning, and after discussing the previous application submittals with DEED staff, we are willing take the request to resubmit to the Council for their review/authorization. To ensure we can do this in time for the Feb. 1 deadline, we would do this as a consent agenda item at the upcoming meeting next Monday, Jan. 9th. We expect that the updated application documents will reflect the documented commitment of the hotels to the project as well as the detailed construction financing, both of which were noted specifically by DEED staff in their suggestions to improve the application.

However, authorization to submit would be contingent on Lamont Companies committing to relocation of the soil piles from the NW corner lot not under their ownership. We realize this location may have been convenient and/or necessary for current construction activities but it is our understanding this was not authorized by Don Evenson, the current owner.

Ensuring the fill piles are removed from the property by June 1, 2017 would be sufficient for City purposes, but Mr. Evenson can and could coordinate with Lamont Companies in having them removed at any time.

We would require a commitment to the above from Lamont Companies before the Council authorization. I will go ahead and start working on the agenda item for the time being, as it can be removed later if needed.

Thank you.

Jon Noerenberg | Planning & Community Development Director

19 13TH AVE N | PO BOX 339 | WAITE PARK MN 56387-0339

OFFICE: (320)656-8936 EXT 223 | FAX: (320)252-6955

EMAIL: JON.NOERENBERG@CI.WAITEPARK.MN.US | WEB: <http://mn-waitepark.civicplus.com/>



VII. LOCAL GOVERNMENT RESOLUTION

You must attach a resolution approving this application and committing the local match from the governing body of the municipality in which the site is located. A blank resolution has been attached for your convenience. You may chose to re-format this resolution but make sure to include all of the statements that appear in the resolution. NOTE TO STATUTORY CITIES: Pursuant to Minn. Stat. § 412.201, statutory cities must authorize the mayor and clerk to execute all contracts.

RESOLUTION OF APPLICANT.

Applicants must adopt and submit the following resolution. This resolution must be adopted prior to submission of the application package.

BE IT RESOLVED that City of Waite Park act as the legal sponsor for project(s)
(Applicant)

contained in the Redevelopment Grant Program to be submitted on 2/1/2017
(Day, Month, Year)

and that Mayor is hereby authorized to apply to the Department of
(Title of Authorized Official)

Employment and Economic Development for funding of this project on behalf of
City of Waite Park .

(Applicant)
BE IT FURTHER RESOLVED that City of Waite Park has the legal authority to
(Applicant)

apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application ARE COMMITTED to the project identified.

BE IT FURTHER RESOLVED that if the project identified in the application fails to substantially provide the public benefits listed in the application within five years from the date of the grant award, City of Waite Park may be required to repay 100 percent

(Applicant)
of the awarded grant per Minn. Stat. § 116J.575 Subd. 4;

BE IT FURTHER RESOLVED that City of Waite Park has not violated any
(Applicant)

Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state,

City of Waite Park may enter into an agreement with the State of Minnesota for
(Applicant)

the above referenced project(s), and that City of Waite Park certifies that it will comply with
(Applicant)
all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Mayor is hereby
(Title of Authorized Official)

authorized to execute such agreements as are necessary to implement the project(s) on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council.
(City Council, County Board, etc.)

of City of Waite Park on _____
(Applicant) (Date)

SIGNED:

WITNESSED:

(Authorized Official)

(Signature)

(Title) (Date)

(Title) (Date)

Consent Agenda Item I: Approve Resolution Adopting Joint Powers Agreement between State on Minnesota and the City of Waite Park Re: Minnesota Internet Crimes Against Children Task Force (ICAC)

The incidents of exploitation of children and the use of technology to transmit images and perpetuate these crimes against children are increasing across the country. This Joint Powers Agreement with the State of Minnesota will allow the Waite Park Police Department to become an affiliate agency of the Minnesota Department of Public Safety Internet Crimes Against Children Task Force. This affiliation will allow the Waite Park Police Department to access and share information with State authorities and other law agencies information as it relates to investigations of cases involving the exploitation of children and will enhance our efforts to prevent these types of crimes against children. The agreement provides participating agencies with uniformity and expectations when it comes to investigations of these cases. This would be a new agreement for the City. The Waite Park Police Department has been actively involved in the investigation of human trafficking cases in Central Minnesota some of those cases have involved juvenile victims. There is no cost associated with entering into this agreement and does not involve adding staff but it will facilitate investigation of these cases. The agreement will give us access to additional resources, equipment and training as needed in the future. Staff recommendation is to approve this Resolution as presented.

**RESOLUTION NO. 010917-
CITY OF WAITE PARK**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS
AGREEMENTS WITH THE CITY OF WAITE PARK ON BEHALF OF ITS POLICE
DEPARTMENT REGARDING THE MINNESOTA INTERNET CRIMES AGAINST
CHILDREN TASK FORCE (ICAC)**

WHEREAS, the City of Waite Park on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Waite Park, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Waite Park on behalf of its Police Department, are hereby approved. A Copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That the Chief of Police, David W. Bentrud, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That Richard Miller, the Mayor for the City of Waite Park, and Shaunna Johnson, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 9th day of January, 2017.

Attest:

Shaunna Johnson
City Administrator-Clerk-Treasurer

Richard E. Miller
Mayor

ACTION ON THIS RESOLUTION:

Motion for adoption:
Seconded by:
Voted in favor of:
Voted against:
Abstained:
Absent:
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 1/9/17.

Shaunna Johnson
City Administrator-Clerk-Treasurer

Agenda Item No. 2

Issue: Rezoning and Preliminary and Final Plat Review – Windsor Greene 3rd Addition – McMeredith Development Inc.

BACKGROUND

The request has been submitted by McMeredith Development, Inc. for review of preliminary and final plat of Windsor Greene 3rd Addition and for rezoning from R-1, Single Family Residential District to RM-12, Moderate Density Multiple Family Residential District.

The subject property is described as Outlot A, Windsor Greene 2nd Addition. The property is located on the northern portion of the existing Windsor Greene residential development and to the west of Waite Ave. Nearby adjacent land uses include single-family homes to the south, an apartment complex to the west, a condominium development to the northeast, and commercial uses to the north and east.

The intended end use of the property, provided both requests would be approved, would be for a three-story senior apartment complex, of similar nature and design to the Willow Park Apartments, which was recently constructed by the applicant at 500 Heritage Court in the southern area of the community and has been highly successful.

A general concept site and floor plans of units has been provided for review, as is required for any rezoning request. Assuming that the rezoning would be approved as requested and that there are no special deviations from the applicable ordinance required in order for the project to proceed, there would not be a need for the Planning Commission and/or City Council to further review the specifics of the project. Staff would coordinate with the applicants and their design/engineering firms to ensure the project meets applicable requirements, including exterior design and material treatments, interior building codes, landscaping, and stormwater retention.

The subject property is currently zoned R-1, Single-Family Residential District. The original concept plans for the subject property depicted development as additional single-family lots, similar to the areas in the first phases of the development immediately to the south. However, after undertaking the development of the senior living facilities at Willow Park Apartments within the community, the applicants have advised of a high level of success with that project and considerable interest in undertaking an additional similar complex to serve the senior market. A rezoning would be required to accommodate the desired use. A Planned Unit Development would not be appropriate in this case as the project is not being considered with additional facilities of a different design or density from the onset.

Given the proposed number of units (61) and the 7.6 acre area of the parcel, the overall density of the project would be about 8 units per acre. This density level would be in line with the lowest established multiple-unit residential dwelling district established under the current City ordinance, which is RM-12. RM-12 allows for up to 12 units per acre. An apartment building at a density of up to 12 units per acre is considered as a permitted use within the RM-12 zoning district.

The City's established land use plan map designates the subject property as Low Density Residential. Reviewing and consideration of the land use plan designation is a requirement for the rezoning process.

However, in staff's opinion, the requested rezoning would be sensible given the adjacent land uses, and current planning practices encourage the buffering of a lower-density residential area (such as that located to the south) from a more active commercial area (such as those located to the north in the form of the Marketplace center, Dick's Sporting Goods, Fresh Thyme Market, and Five Below) via establishment of a medium-density housing area.

Additionally, several of the properties which would be most impacted by the development, which are the parcels located on the northern side of Waterford Lane, are still under ownership of the applicant. As such, anyone considering purchase of these properties would be aware of the proposed use from the onset.

The proposed concept building configuration was designed with input from City staff in regards to location of parking and open space amenities, both for current residents to the south and potential future residents of the building. The proposal would maintain a high degree of open space and landscaped areas that would not be available if the area were to be developed as single-family lots as originally proposed.

Staff did receive several emails and letters noting opposition to the request, which are enclosed for review. These residents are largely within a condo complex adjacent to the subject property, which itself has a much higher density than would be associated with the proposed new building, given the number of units and the land areas. However, many residents of the Windsor Greene area are supportive of the request and have expressed their support in conversations with the applicant.

The applicants previously held an open house with area residents as well, to present and discuss their concept and request. This was held at the Willow Park Apartments to give people insight into the general kind of project being considered.

After review and consideration, staff is supportive of the requested rezoning from R-1, Single Family Residential District to RM-12, Moderate Density Multiple Family Residential District. The Planning Commission, after consideration, discussion, and hearing comments during the public hearing, recommended approval of the rezoning as proposed at their December 13th, 2016 meeting.

Preliminary and Final Plat

As the property was previously platted as an outlot and intended to be reserved for future development at the time when Windsor Greene 2nd Addition was reviewed, replatting to a lot/block designation is required prior to any development of the property.

The property would be arranged as a single lot and block, which would be permissible and appropriate for a building such as that proposed by the applicants. A wetland delineation report was previously prepared for the area and has been submitted for review. The applicants have expressed intent to avoid impacts to wetland areas where possible, with the potential to utilize them for stormwater management purposes if feasible.

As it would not be reasonable to proceed with in-depth building design and civil engineering until there is an assurance that the project could move forward with the required rezoning, the applicants have thus far not finalized building plans and proposed impacts to any of the defined wetland areas. Staff would coordinate with them to ensure that wetland impacts are either avoided or that they are subject to the review and authorization processes as required per City ordinance and Wetland Conservation Act and Minnesota Board of Soil and Water Resources (BWSR).

As the property was previously platted, payment-in-lieu of parkland dedication has been paid and no further payment is required.

Easements have yet to be defined on the plat as discussions regarding need for City access for potential maintenance of ponds and other utilities are ongoing with City staff. Design considerations are also being given to ensure access by fire trucks and other emergency vehicles. Staff would review easements to ensure conformance with City requirements prior to having necessary City signatures affixed to the final plat.

It is possible that site design for emergency vehicle access may result in a need for access from Wellington Circle to the south, which currently dead-ends at a stub to the subject property. This road would have originally looped through the area. Depending on proposed designs the applicant may opt to later request a vacation of that small portion of Wellington Circle, which would remove need for City maintenance and plowing. Any such request would need to be reviewed and approved by the City Council separately.

Staff is supportive of the preliminary and final plat as-submitted. The Planning Commission also recommended approval of the preliminary and final plat with the suggest

REQUIRED ACTION

The City Council's actions could be any of the following regarding the requests.

Rezoning

1. Approval of rezoning.
2. Denial of the rezoning, with findings of fact.
3. The City Council may, at its discretion and with approval of the applicant, table the matter pending further information from the applicant that will help it render a decision. An extension of the 60-day request review period as noted by State Statutes may be required.

Preliminary and Final Plat

1. Approval of the preliminary plat and final plat with conditions as presented.
2. Denial of the preliminary plat, with findings of fact.
3. The City Council may, at its discretion and with approval of the applicant, table the matter pending further information from the applicant that will help it render a decision. An extension of the 60-day request review period as noted by State Statutes may be required.

STAFF RECOMMENDATION

Staff recommends approval of the preliminary plat with the following conditions:

1. Dedication of easements shall be required to satisfaction of City staff prior to submittal of the final plat copies for affixing of City signatures.
2. Development upon the property may be subject to a Development Agreement with the City, to ensure access to and maintenance of required stormwater retention facilities and associated facilities.
3. Any proposed impacts to delineated wetlands upon the property are subject to standard City ordinance requirements, MN State Board of Water and Soil Resource (BWSR) and Wetland Conservation Act requirements. Separate review and approval process for impacts may be required.

Provided that conditions of the preliminary plat are satisfied, staff recommends approval of the final plat.

SUGGESTED MOTIONS

Due to the two separate requests, staff suggests that the motions be made and reviewed by the City Council separately from each other.

Since both a preliminary and final plat for Windsor Greene 3rd Addition area being reviewed, a separate motion for each is suggested.

Rezoning

Councilmember _____ moved to **approve** or **deny** the rezoning of the subject property from R-1, Single Family Residential District to RM-12, Moderate Density Multiple Family Residential District.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Vic Schulz _____
Councilmember Michael Linquist _____
Councilmember Charles Schneider _____
Councilmember Frank Theisen _____
Mayor Richard E. Miller _____

Motion (Approved) (Denied)

Preliminary Plat

Councilmember _____ moved to **approve** or **deny** the preliminary plat of Windsor Greene 3rd Addition, with the following conditions: _____

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Vic Schulz _____
Councilmember Michael Linquist _____
Councilmember Charles Schneider _____
Councilmember Frank Theisen _____
Mayor Richard E. Miller _____

Motion (Approved) (Denied)

Final Plat

Councilmember _____ moved to **approve** or **deny** the final plat of Windsor Greene 3rd Addition.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Vic Schulz _____
Councilmember Michael Linquist _____
Councilmember Charles Schneider _____
Councilmember Frank Theisen _____
Mayor Richard E. Miller _____

Motion (Approved) (Denied)



WINDSOR GREENE VILLAS
WAITE PARK, MN



COLE GROUP
ARCHITECTS

216 Park Avenue S, Suite 102+51, St. Cloud, MN 56901
Phone: (800) 634-4870 • (810) 411-1111 • FAX: (810) 411-1111



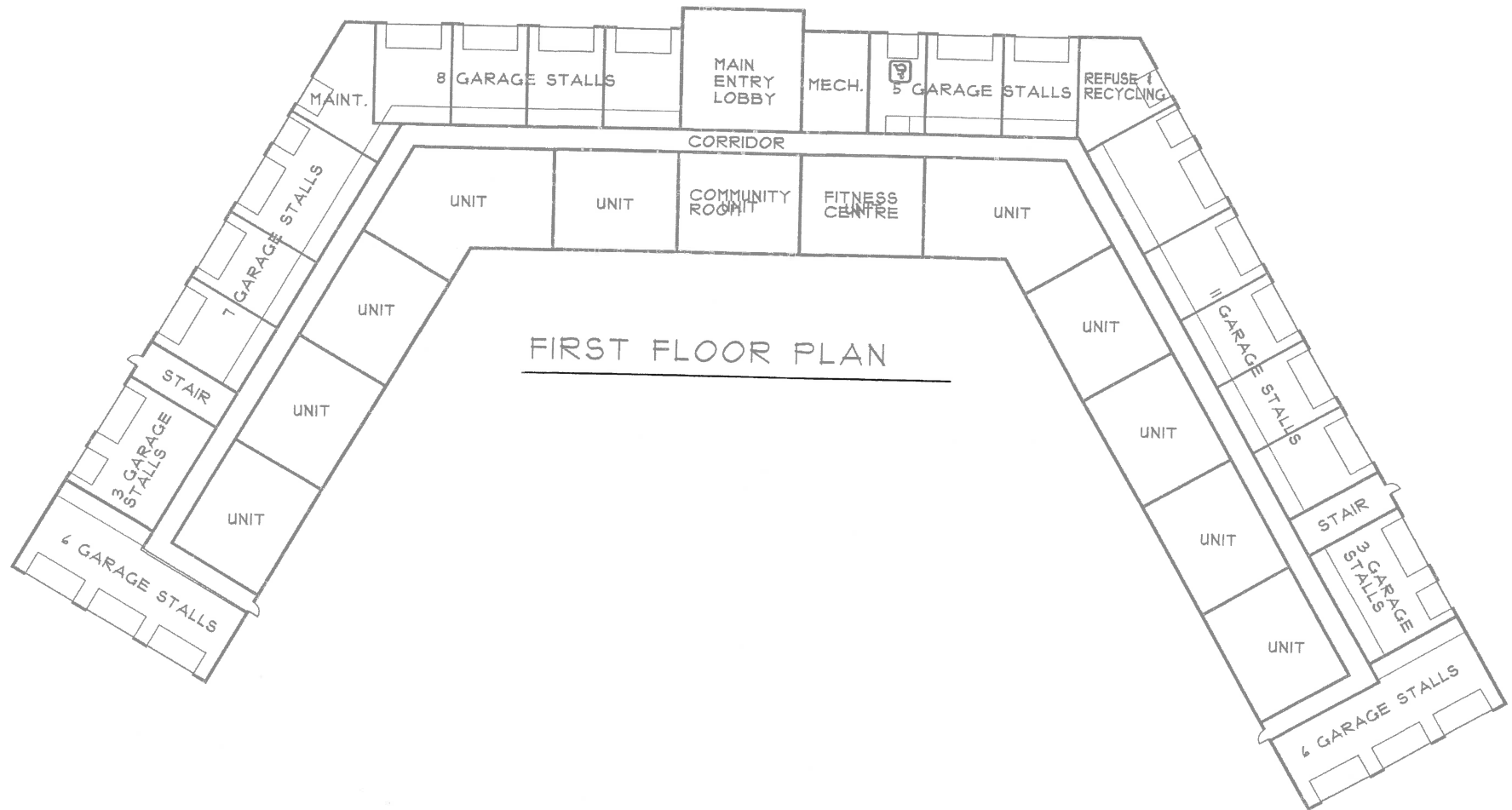
THESE DOCUMENTS ARE NOT VALID FOR ANY OTHER PROJECTS.
 ANY CHANGES TO THIS PLAN MUST BE APPROVED BY THE ARCHITECT.
 THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A LICENSED ARCHITECT.
 FOR THE USE OF THE CITY OF CHICAGO.
 DATE OF PREPARATION: 08/20/2014

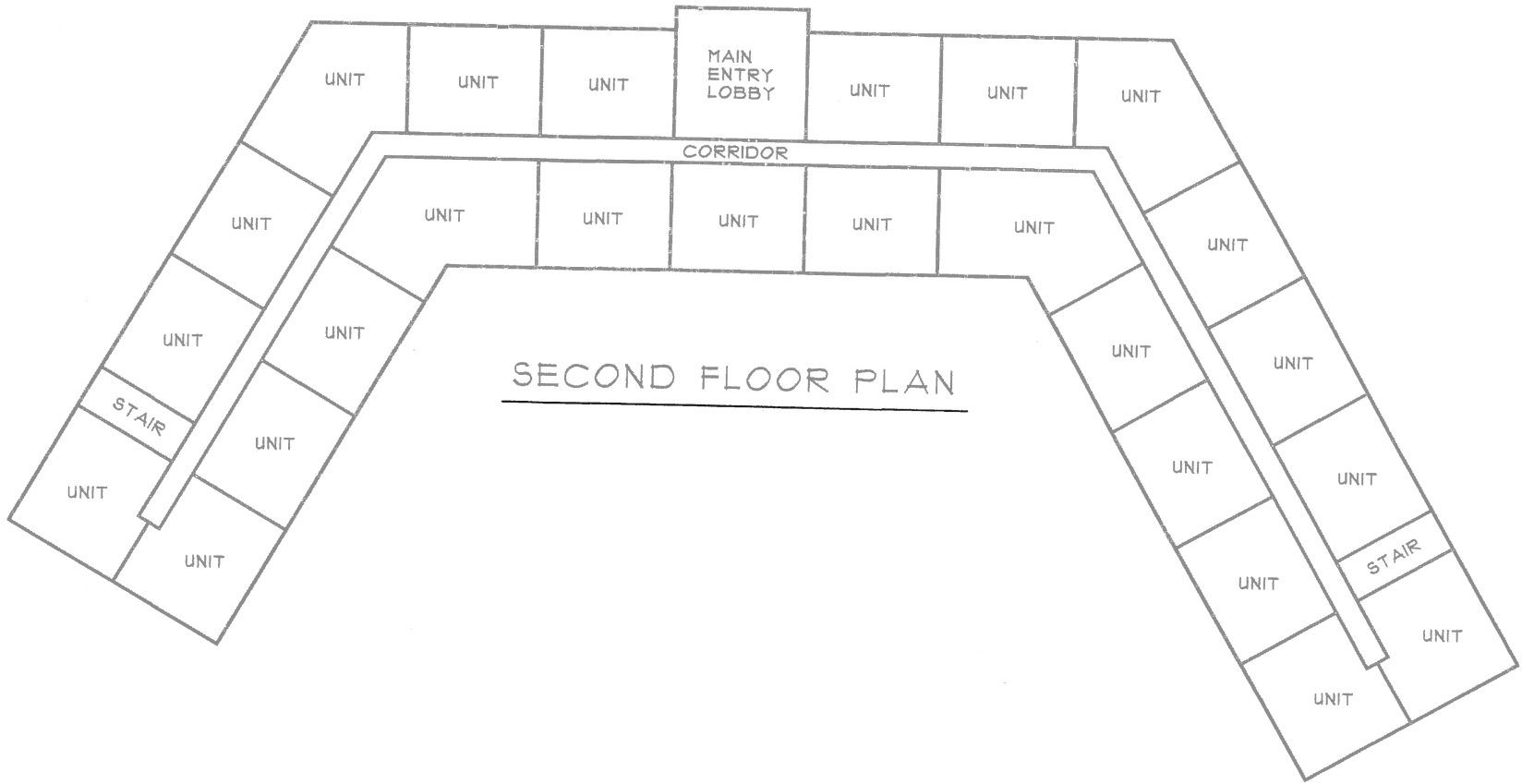
PROPOSED
McMEREDIT
SENIOR APTS.
 WAITE PARK, ILL.

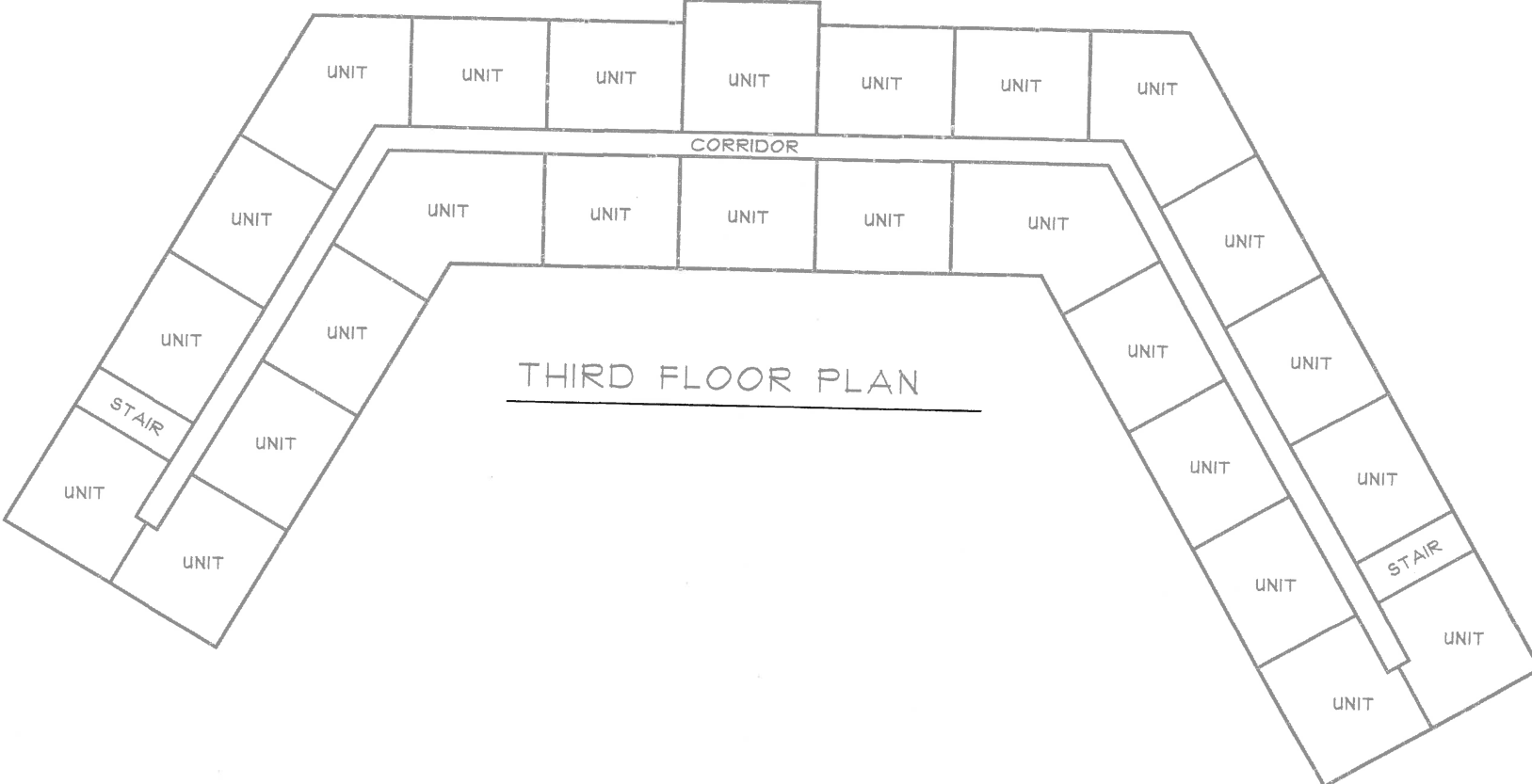
NO.	DATE	REVISION
1	08/20/14	ISSUE FOR PERMITS

ARCHITECT: [Firm Name]
 PROJECT NO.: [Number]
 SHEET NO.: [Number] OF [Total]

49







THIRD FLOOR PLAN

Staff Review of Final Plat Requirements with Comments for

Windsor Greene 3rd Addition

Subd. 9. Final Plat Data Requirements. As required by Section 58.3, Subd. 9 of this Title, the applicant shall submit a final plat together with any necessary supplementary information. The final plat, prepared for recording purposes, shall be prepared in accordance with provisions of Minnesota State Statutes and Stearns County regulations, and such final plat or accompanying submittals shall contain the following information:

- A. Name of the subdivision, which shall not duplicate or too closely approximate the name of any existing plat theretofore recorded in the City of Waite Park or its vicinity and which shall be subject to City Council approval.
- B. Location by section, township, range, county and state, and including descriptive boundaries of the subdivision.
- C. The location of monuments shall be shown and described on the final plat. Locations of such monuments shall be shown in reference to existing official monuments on the nearest established street lines, including true angles and distances to such reference points or monuments. The applicant shall provide coordinating data on all subdivision documentation in a format approved by the City Engineer.
- D. Location of lots, outlots, streets, public highways, alleys, and parks and other features, with accurate dimensions in feet and decimals of feet, with the length of radii and/or arcs of all curves, and with all other information necessary to reproduce the plat on the ground shall be shown. Dimensions shall be shown from all angle points of curve to lot lines.
- E. Lots shall be numbered clearly, blocks are to be numbered, with numbers shown clearly in the center of the block.
- F. A drawing or listing of total square footage per lot, acreage per block, square footage or acreage of each land use proposed (where applicable) and total acres in the plat.
- G. The exact locations, widths and names of all streets to be dedicated.
- H. Location, purpose and width of all easements to be dedicated.
- I. Name, address and phone number of surveyor making the plat.

J. Scale of the plat to be one (1) inch to one hundred (100) feet (1"=100'—the scale to be shown graphically on a bar scale), date and north arrow.

K. A current abstract of title or a registered property certificate along with any unrecorded documents that are subject to review and approval by the City Council.

L. Copies of any protective or restrictive covenants affecting the subdivision or any part thereof.

M. Statement dedicating all easements as follows: Easements for installation and maintenance of utilities and drainage facilities are reserved over, under and along the designated areas marked "drainage and utility easements".

N. Statement dedicating all streets, alleys and other public areas not previously dedicated as follows: Streets, alleys and other public areas shown on this plat and not heretofore dedicated to public use hereby so dedicated.

STAFF COMMENTS: Dedication of public right-of-way is non-applicable to this plat.

0. Other data: Such other information that may be required by the City following final plat approval, including but not limited to:

1. A signed Development Agreement approved by the City which includes provisions for a financial guarantee of cash escrow or letter of credit, as provided for in Section 58.6, Subd. 16 of this Ordinance.

STAFF COMMENTS: Development agreement is not applicable to this plat as no development or additional infrastructure is proposed.

2. A complete set of construction plans and specifications to construct the required public improvements and to make the subdivision suitable for development, which conform to the City requirements. These documents will be prepared by the City for projects following the publicly financed public improvement process.

STAFF COMMENTS: Non-applicable.

3. A certified mylar copy of the plat evidencing filing of the plat with the County within sixty (60) days after approval by the City. No building permits shall be approved for construction of any structure on any lot in said plat until the City has received evidence of the plat being recorded by Stearns County.

4. Three complete sets of 11" x 17" reproducible as-built construction drawings for any public improvements constructed in the subdivision shall be furnished to the City for the City files and City Engineer, within one hundred and twenty (120) days after the construction is complete and approved by the City. In addition one digital GIS formatted copy and one scanned copy for imaging shall be submitted to the City.

5. Upon adoption and filing of a final plat, the City shall prepare a street address map and distribute it to the applicant, utility companies, police department, ambulance, fire department, post office and County.

6. A digital disk of the recorded plat consistent with the Stearns County coordinate system in a format specified by the City and/or the City Engineer for inclusion in the City's base map.

P. Certification Required.

1. Certification by a registered surveyor in the form required by Minnesota Statutes 505.03, as amended.

2. Execution by all owners of any interest in the land and holders of a mortgage thereon of the certificates required by Minnesota Statutes 505.03, as amended, and which certificate shall include a dedication of the utility easements and other public areas in such form as approved by the City Council.

3. Space for certificate of approval and review to be filled in by the signatures of the Mayor and City Administrator.

STAFF COMMENTS: Staff will ensure that applicable requirements above are completed prior to affixing of staff signatures on the final plat documents.

GENERAL STAFF COMMENTS: Staff has reviewed and believes that all applicable requirements for the proposed preliminary and final plat have been satisfied. As installation of infrastructure and new development is not contemplated as part of the request, many typically-required aspects are not applicable in this case.

WINDSOR GREENE 3RD ADDITION

KNOW ALL MEN BY THESE PRESENTS: That McMereditH Development Inc., a Minnesota corporation, fee owner of the following described property, situated in the County of Stearns, State of Minnesota, to-wit:

Outlot A, WINDSOR GREENE 2ND ADDITION, according to the recorded plat thereof, Stearns County, Minnesota.

Has caused the same to be surveyed and platted as WINDSOR GREENE 3RD ADDITION.

In witness whereof said McMereditH Development Inc., a Minnesota corporation, fee owner, has caused these presents to be signed by its proper officers this _____ day of _____ 20____.

McMereditH Development Inc.

By: _____ its _____

By: _____ its _____

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____

_____ and _____ of

McMereditH Development Inc., a Minnesota corporation, fee owner, on behalf of said corporation.

Notary Signature

Notary Printed Name

Notary Public, _____ County, Minnesota

My Commission Expires _____

SURVEYOR'S CERTIFICATION

I hereby certify that this plat of WINDSOR GREENE 3RD ADDITION is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as of the date of the surveyor's certification are shown and labeled on the plat; that all public ways are shown and labeled on the plat. I further certify that this plat was prepared by me or under my direct supervision and that I am a duly-licensed land surveyor under the laws of the State of Minnesota.

TERRY T. STRUS, LICENSED LAND SURVEYOR
MINNESOTA LICENSE NUMBER 50319

STATE OF MINNESOTA

COUNTY OF _____

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Terry T. Strus, Licensed Land Surveyor, Minnesota License Number 50319.

Notary Signature

Notary Printed Name

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY OF WAITE PARK PLANNING COMMISSION

Recommended for approval by the Planning Commission of the City of Waite Park, Minnesota this _____ day of _____ 20____.

SIGNED: _____ CHAIRMAN

CITY OF WAITE PARK CITY COUNCIL

Approved by the City Council of the City of Waite Park this _____ day of _____, 20____.

SIGNED: _____ MAYOR ATTEST: _____ CITY CLERK

STEARNS COUNTY SURVEYOR

I hereby certify that this plat has been examined and recommended for approval this _____ day of _____, 20____.

STEARNS COUNTY SURVEYOR, MINNESOTA LICENSE NUMBER _____

STEARNS COUNTY AUDITOR/TREASURER

I hereby certify that the taxes on the land described hereon are paid for the year _____ and all years prior to the year _____ and transfer entered.

Date _____

STEARNS COUNTY AUDITOR/TREASURER

DEPUTY AUDITOR/TREASURER

TAX PARCEL NUMBER

STEARNS COUNTY RECORDER

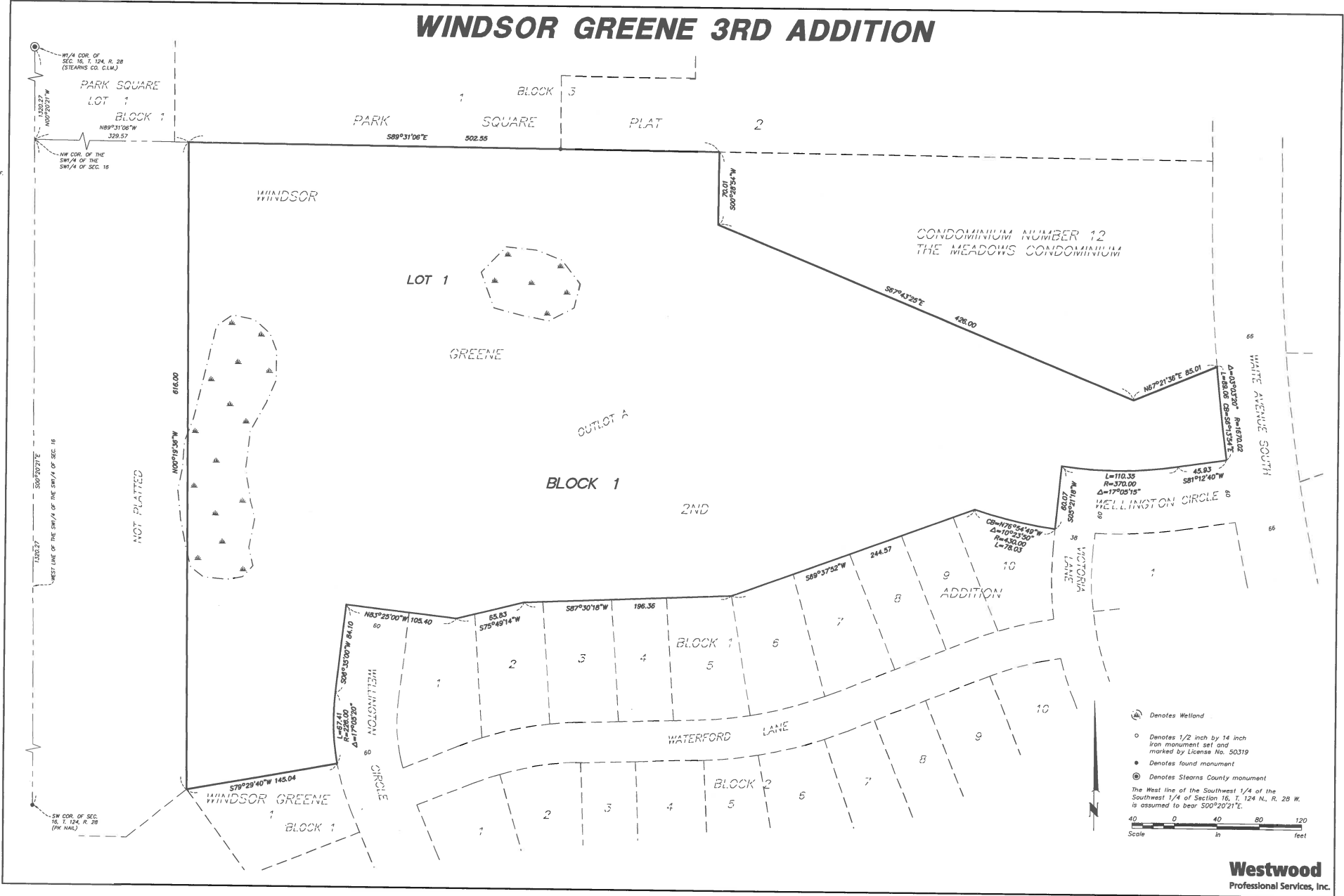
I hereby certify that this instrument was filed for record in the Office of the County Recorder in and for Stearns County, Minnesota on this _____ day of _____, 20____, at _____ o'clock _____ M. as Document No. _____ in Plat Cabinet _____ No. _____.

STEARNS COUNTY RECORDER

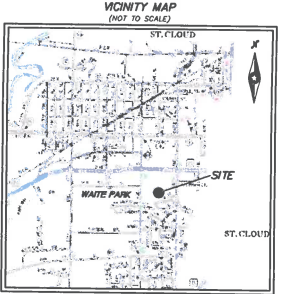
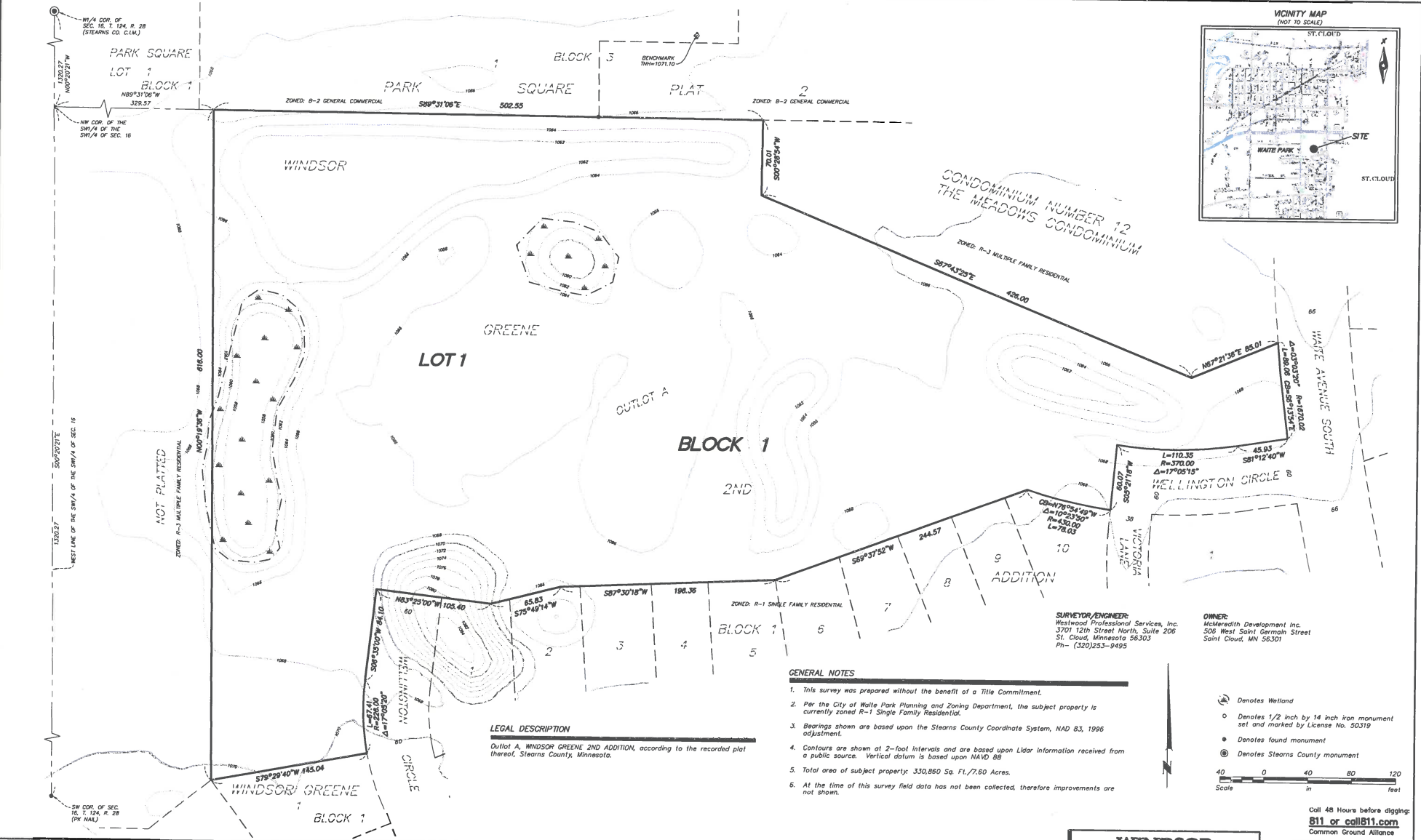
DEPUTY RECORDER

WINDSOR GREENE 3RD ADDITION

AREA SUMMARY:
BLOCK 1
LOT 1 = 330,860 S.F.



Denotes Wetland
 Denotes 1/2 inch by 1/4 inch iron monument set and marked by License No. 50319
 Denotes found monument
 Denotes Stearns County monument
 The West line of the Southwest 1/4 of the Southwest 1/4 of Section 16, T. 124 N., R. 28 W. is assumed to bear $S00^{\circ}20'21''E$.
 Scale: 0 40 80 120 feet



LEGAL DESCRIPTION

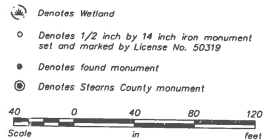
Outlot A, WINDSOR GREENE 2ND ADDITION, according to the recorded plat thereof, Stearns County, Minnesota.

GENERAL NOTES

1. This survey was prepared without the benefit of a Title Commitment.
2. Per the City of Walter Park Planning and Zoning Department, the subject property is currently zoned R-1 Single Family Residential.
3. Bearings shown are based upon the Stearns County Coordinate System, NAD 83, 1996 adjustment.
4. Contours are shown at 2-foot intervals and are based upon LIDAR information received from a public source. Vertical datum is based upon NAVD 88.
5. Total area of subject property: 330,880 Sq. Ft./7.60 Acres.
6. At the time of this survey field data has not been collected, therefore improvements are not shown.

SURVEYOR/ENGINEER:
Westwood Professional Services, Inc.
3701 12th Street North, Suite 206
St. Cloud, Minnesota 56303
Ph - (320)253-9495

OWNER:
McMeredith Development Inc.
506 West Saint Germain Street
Saint Cloud, MN 56301



Westwood
Phone (320) 253-9495 3701 12th Street North, Suite 206
Fax (320) 253-9272 St. Cloud, MN 56303
Toll Free (800) 279-9495 westwoodps.com
Westwood Professional Services, Inc.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
PRELIMINARY
Terry T. Straas
Date: 12/05/16 License No. 50319

Revised:	Drawn:	PER:
	Checked:	YTB
	Plotted:	NAH
	Record Drawing: 12/16/16	

Prepared for:
McMeredith Development, Inc.

WINDSOR GREENE 3RD ADDITION
Walter Park, MN

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance
Date: 12/05/16 0010695.00PP01.dwg

Preliminary Plat

December 9, 2016

John Noerenberg
Planning and Community Development Director
Waite Park Planning Commission
19, 13th Ave. No. PO Box 339
Waite Park, MN 56387-6955

Dear John Noerenberg:

I was recently made aware that a new apartment complex is planned for the undeveloped site behind Marketplace. This area is zoned single family residential and over the last twenty years has transitioned from a golf course with wetlands to patio homes. The area with wetlands was preserved. This area not only adds to the value of the patio homes, but provides wildlife habitat and green space. Waite Park, with exception to the older neighborhoods, is becoming primarily strip malls, apartments and concrete. This area should remain zoned for single family residential, with the natural space preserved. As a senior myself I am extremely skeptical of this apartment being called "senior living". Three stories and no elevators? Seniors will not rent a second or third floor apartment if there are no elevators. Patio homes provide senior living. I strongly disagree with rezoning this property.

Sincerely,
Concerned Senior Citizen

Dear City Council:

I own a home with land adjacent to where they are requesting to rezone the residential area. I am strongly opposed to this request for the following reasons listed.

It would affect the value of my property.

I bought my home because of the peaceful view of the patio home neighborhood, and the quiet natural area. An apartment complex would destroy this quiet view I have so loved over these years.

To accomplish this proposed plan would require the alteration of wetland areas which should be left preserved.

The serene quality of the quiet patio home neighborhood would be lost.

The quality of our residential area is more important than money.

Regarding calling it senior housing:

They are calling it "senior housing" to make it sound better to surrounding homeowners.

There are 3 floors and no elevator, only stairs.

They are not required to make it handicap accessible.

By law any senior housing would only need to be 80% seniors.

80% seniors in a 3 floor complex where only 10 out of 61 units are first floor?

Even if this was the plan they chose to build, THEY CAN CHANGE AT ANY TIME.

If they are having trouble renting at least 49 out of 61 units to seniors, they can switch at any time to a regular apartment building.

It would affect all of our property values.

Thank you members of the City Council for hearing my pleas against the rezoning of the land.

Area Homeowner

Agenda Item No. 3

Issue: Council Chamber Project

BACKGROUND

Staff has been working on improving the audio/visual and security for the Council Chambers over the last year. Enclosed, you will see a proposal from Tierney that addresses making the necessary improvements to the audio/visual system. There are two parts to the Tierney proposal. The first portion includes all the improvements needed for the Council Chamber that totals \$152,120.85. The second portion of their proposal includes the lobby signage that totals \$9,100.34. Staff has reviewed this proposal with Tierney and the Council. We believe the revised proposal addresses all the concerns expressed and recommends approval of this proposal. The costs associated with this proposal will be paid for with franchise fees.

The second portion of this project addresses the security improvements and some acoustical improvements as well to the council chamber. It changes the layout of the council dais to allow staff to be repositioned; it adds acoustical ceiling panels, new lighting, and a glass entry door into the Chamber. Staff has been working with Oertel Architects on the layout and design of this portion of the project. Included for your review and consideration is a cost estimate related to this project. The City intends to act as its own general contractor on this portion of the project with some assistance from Oertel as needed. Oertel will be putting together the necessary drawings for required permits. As part of this project, staff has also identified some building maintenance that is recommended to be completed at this time. The cost associated with the new construction is estimated to be \$85,000 and the maintenance portion is estimated to be \$50,000. Costs associated with this will be paid for with franchise fees for improvements related to our broadcast system with the remaining costs for building maintenance to be paid for out of the general fund budget. Staff recommends that the Council approve the estimate that is attached with the condition that any improvements that are not included or projected to go over the total project cost be required to come back to the Council for consideration.

If the Council plans to proceed with the project and approves the project, staff will then work with the contractors to develop a plan for construction that minimizes the time associated with the council chambers being under construction.

REQUIRED ACTION

Approve OR deny approving the Tierney Proposal that includes the proposal for the Council Chambers Update and/or the proposal for the Lobby Signage as presented or with revisions.

Approve OR deny approving the City Council Chamber Cost Estimate for security improvements as presented or with revisions.

January 9, 2017

STAFF RECOMMENDATION

Staff recommends that if the Council chooses to move forward that both action items be approved at the same time. The project would need to be revised if both items were not considered at this time.

SUGGESTED MOTIONS

Councilmember _____ moved to **approve** or **deny** approving the Tierney Proposal that includes the proposal for the Council Chambers Update and/or the proposal for the Lobby Signage as presented or with revisions; AND **approve OR deny** approving the City Council Chamber Cost Estimate for security improvements as presented or with revisions.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Vic Schulz _____
Councilmember Michael Linnquist _____
Councilmember Charles Schneider _____
Councilmember Frank Theisen _____
Mayor Richard E. Miller _____

Motion (Approved) (Denied)



1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com
612.331.5500 ♦ 800.933.7337 ♦ Fax - 612.331.3424

Tuesday, November 29, 2016

Keith Lindberg and Shaunna Johnson
City of Waite Park

Proposal for Audio-Visual Service

RE: Council Chambers Update

Opportunity Number: 12386 R1

(This client requested revision includes new items, in italics and bolded. Strikeouts denote items removed per this and any previous revision.)

Scope of Integration Services

Summary of Work to be completed by Tierney Brothers, Inc. at **19 13th Ave North Waite Park MN 56387.**

(Please initial if address is correct or provide correct address. _____)

12389 City of Waite Park

A – 81543 Council Chambers Update Revised

The AV system in the Council Chambers will be updated. Any existing equipment that will not be reused will be removed from service and given to the owner for repurposing or recycling. Equipment to be removed includes the projector and screen, the camera system and monitors, audio mixing equipment, amplifier, and some of the existing microphones.

Tierney Brothers will work with the City's architectural firm on dais design and system integration.

There will be a new presentation system and a new broadcast system. The presentation system will provide a feed to the broadcast system. The presentation system will have two 80" LED monitors as the main displays. These will be mounted on the side walls using swing arm mounts so that the viewing angles can be adjusted as needed. **Based on the dais design presented on 11/22/2016**, there will be ~~seven~~ **six** 22" desktop monitors on the dais for council members and staff. **Two 50" monitors will be mounted to the front of the dais "leg area" for staff viewing.** All monitors will display the same image.

There will be eight inputs to the presentation system. All inputs will feed a Crestron 8x8 Digital Media matrix switcher. The inputs will be a dedicated computer in the control room, a dedicated computer at the dais, two wired laptop input at the dais and lectern, a BluRay player in the control room, a wall input for the existing mobile Sharp interactive monitor, a

ceiling mounted visualizer camera, and a ClickShare wireless input device for wireless laptop or table connection. Outputs will feed the monitors and the broadcast system.

The Broadcast system will have four Vaddio HD cameras mounted around the room. These will each have a CCU for adjustment. The cameras will feed a Vaddio ProductionVIEW switcher controller. A feed from the presentation system will also feed the ProductionVIEW. A 22" touch monitor will be used as the monitor for the production view displaying the individual cameras and program and preview video. The output of the ProductionVIEW will feed a downstream Character Generator (CG) for inserting graphics into or over the video. **This new Character Generator is much less expensive but does require an owner furnished computer or laptop.** The signal will then be distributed to a recorder and a new HD CableCast system to then feed an owner provided cable TV modulator.

The video recorder will be an Extron SMP351 that will record the program as a file that can be moved to a computer after recording. This recording will be audio and video.

The audio system in the Council Chambers will use the existing nine gooseneck microphones, six new gooseneck microphones for council members, and two wireless microphone (one lapel and one handheld). **Six wired lapel mics are also included for council members. The six mics on the main part of the dais will connect to a table mounted mic connector allowing the council member to choose either a gooseneck mic or a lapel mic.** All audio will feed a Biamp audio processor for mixing control and routing. Outputs will feed the video system, audio recorder, assistive listening system and speakers in the room. Six small speakers, **with individual volume control**, will be installed on the dais to improve the audio at the dais for the council members. These will provide a small amount of audio amplification. A new amplifier will feed the existing four wall mounted speakers for audio to the audience. Due to the liveness of the room audio amplification will be kept at a minimum to avoid feedback. **An owner provided Phonak wireless Bluetooth TVLink will also be installed to provide a Bluetooth signal to Bluetooth enabled hearing aids. This includes a Compilot that a user must use for the Bluetooth connection. This is a consumer item that we cannot purchase. The City, or one of the Council Members, will need purchase this item and Tierney Brothers will integrate it into the system.**

A Crestron control system will be installed. This will include a control processor and two 10" touch panels, one on the dais and one in the control room. The control room touch panel will provide a higher level of system control than the one on the dais.

The Crestron will control:

- A. Large monitors on/off
- B. Display input selection
- C. Audio level control – Graphical Feedback
- D. Microphone Muting and Overall Level (Dais will not control individual microphone level control, control Room monitor will have individual mic control.)
- E. System Power
- F. Source device control - BluRay - Play, Pause, Stop, SFWD, SREV

The desktop monitors on the dais will not be control for on/off by the Crestron control system. These will be turned on/off manually at each monitor.

The Crestron will provide control for the following devices:

1. 80" Displays: via RS-232 via TP Receiver

2. **50" displays via RS-232.**
3. Touch Screens: via POE Ethernet
4. Audio Processor: via Ethernet
5. Audio Recorder: via RS-232
6. Video Recorder: via Ethernet
7. BluRay player: via IR
8. Switcher: via Ethernet

The Crestron control system will include a network switch but will most likely not be on the city's network.

The Crestron control system will not control the cameras or camera switcher. This will be manual control by a technician using the ProductionVIEW switcher.

The existing equipment rack will be reused.

The City is responsible for all electrical needs including outlets at the new monitor locations and within the dais. Network connections are needed in the control room.

B – 81598 – Lobby Signage

A new Tightrope/Brightsign player will be installed behind the existing monitor in the lobby. This will provide a signage signal to the monitor. The player will connect through the network to the new CableCast system which is part of the Council Chambers proposal.

Tierney signage set up, configuration, training, and support along with custom channel branding are included.

We appreciate the opportunity to present this proposal. If you have any questions, please do not hesitate to contact us at your convenience at 612-331-5500. Our fax number is 612-331-3424.

Proposal Prepared By:
Sales Representative - Heidi Harvey
Sales Engineer - Richard Long

Please initial to acknowledge and authorize the Scope of Integration Services presented here. _____



Quote

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 www.tierneybrothers.com

Quote #	Date
81543	9/8/2016

Bill To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Ship To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

___ Initial if correct or revise accordingly

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
12/7/2016	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		A - Council Chambers Update (SC)		
		-----Video Equipment-----		
2	E805	E805 - 80" LED LCD Public Display Monitor, 1920 x 1080 (FHD), 350 cd/m2 panel, Full bidirectional LAN/RS-232 Control, HDMI x2, DisplayPort, DVI-D, VGA, OPS Option Slot, Integrated 10W x 2 speakers, 3 year standard warranty, Stand not included.	4,720.64	9,441.28
2	E505	E505- 50" LED LCD Public Display Monitor w/built in ATSC tuner, 1920x1080 (FHD) native resolution, RS-232 control, Full AV function, USB Player, Built in speakers, 3 Year Warranty	826.29	1,652.58
6	AS222WM-BK	AccuSync 22" LED Backlit Widescreen LCD monitor, 1920 X 1080, NaViSet, Digital / Analog Inputs, Multimedia, Black, 3 Year Warranty (Suggested Replacement for the AS221WM-BK)	169.27	1,015.62
1	Chief Mounting System (Custom Design)	Custom Package - Mounting Solution for two 80" displays - Two swing arm mounts two 50" monitors - tilting wall mounts	1,345.08	1,345.08
1	Crestron Digital Media Switcher	Crestron 8x8 Digital Media Switcher with input and output cards, Transmitters, Receivers, Scaler and accessories	17,135.00	17,135.00
1	EYE-14	Ceiling Visualizer	3,872.96	3,872.96
1	Integration Item	535-2000-213 Vaddio J shaped camera mount	34.80	34.80
1	DMPBD93	Wi-Fi Blu-Ray Disc Player	99.99	99.99
		Owner Furnished Product - Existing Sharp interactive 70" monitor as an input to the system		
1	SMP 351	H.264 Streaming Media Processor 3G SDI with 3G-SDI Input & 400 GB SSD	4,824.25	4,824.25
4	Integration Item	999-9907-000 Vaddio RoboHSOT 12 camera system with CCU	4,138.40	16,553.60
1	Integration Item	999-5655-000 Vaddio ProductionVIEW™ HD-SDI MV camera switcher/controller	6,552.00	6,552.00
1	Integration Item	999-5520-022 Vaddio Multiview 22" touch monitor	1,290.00	1,290.00



Quote

Quote #	Date
81543	9/8/2016

Qty	Item	Description	Price	Ext. Price
1	Custom Product Bundle	CableCast system HD video -----Audio Equipment----- Owner Furnished Product - nine existing gooseneck mics and four existing speakers	17,837.05	17,837.05
6	MX418S/C	18" Gooseneck Condenser Microphone, Attached - Cardioid	178.70	1,072.20
6	Integration Item	MX150B/O-XLR Shure sub miniture Lapel Microphone - Omni	272.46	1,634.76
1	QLXD14/83-G50	QLX-D Digital Wireless Systems - WL184 LAVALIER MICROPHONESYSTEM - (1) QLXD1 Wireless Bodypack Transmitter, (1) WL183 Lavalier Microphone, (1) Rackmount Kit, (2) AA Alkaline Batteries, (1) QLXD4 Wirless Receiver, (2) 1/2-wave Antenna (1) PS23US Power supply, (1) Zipper Bag - Frequency G50	959.88	959.88
1	QLXD24/SM58-G50	Digital Wireless Handheld System; Includes QLXD4 Wireless Receiver, QLXD2/SM58 Handheld Transmitter with SM58" Microphone, 1/2 Wave Antenna (2), Rackmount Kit, PS23US Power Supply, Zipper Bag, AA Alkaline Batteries (2)	865.31	865.31
2	SB900	Shure Lithium-Ion Rechargeable Battery	81.23	162.46
1	SBC200-US	Dual Docking Charger with Power Supply	189.53	189.53
1	UA221	Passive Antenna Splitter combiner Kit	109.38	109.38
1	DN-700R	Network SD/USB Recorder	487.20	487.20
1	Custom Product Bundle	Biamp Tesira Server IO audio processor with input and output cards	7,048.14	7,048.14
1	CSA180Z	1 x 80W Amplifier, Fanless, 70/100V, 1U Half-Rack	309.93	309.93
1	Integration Item	LS-92-01 Listen Technologies Assistive Listening system IR emitter, four receivers with neck loops and ear buds, charging base, etc. -----Control System-----	1,614.29	1,614.29
1	CP3N	3-Series Control System"	1,495.00	1,495.00
1	Control Panel and Accessories	Custom Package - two Crestron wired 10" touch panels and accessories -----A/V Furniture and Rack(s)----- Owner Furnished Product - existing equipment rack	3,060.63	3,060.63
1	Equipment Rack Accessories	Custom Package of Equipment Rack Accessories Includes: Rack Drawer, Rack Shelf, Vent Panel, Misc Hardware and Power Distribution -----Other Equipment and Services-----	374.93	374.93
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: Universal HDMI Adapter Ring Multiple Lengths of HDMI, Cat5e, Power Distribution, Plenum Digital Media Cabling, Bulk Cabling and Misc Hardware	6,900.08	6,900.08



Quote

Quote #	Date
81543	9/8/2016

Qty	Item	Description	Price	Ext. Price
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 69.78 Hours at \$64.00/Hour	4,466.00	4,466.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 93.84 Hours at \$70.00/Hour	6,568.96	6,568.96
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 67.82 Hours at \$115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates.	7,798.56	7,798.56
1	Corporate Professional Development	Professional Development - 8 hours of system training	1,992.00	1,992.00
1	EDGE-1YRPM-Service-TBI	Tierney Brothers, Inc. Premium Warranty Plan - Coverage for one year with preventative maintenance. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statutes Chapter 297A Section 70 "Exemptions for Governments and Nonprofit Groups." Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer's warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.	990.00	990.00



Quote

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 www.tierneybrothers.com

Page 1 of 2

Quote #	Date
81792	9/12/2016

Bill To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Ship To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

___ Initial if correct or revise accordingly

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
12/11/2016	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		A - Council Chambers Update (NC Equipment) R1 Non-Contract Services - This sale is consistent with the "Contract Release Construction Language Modification" associated with the MN State Contract. Owner Furnished Product - TV LINK S Phonak Wireless Bluetooth audio system for hearing aids		
6	Integration Item	T3-MJ+BLK FSR in table mic jack Black	185.00	1,110.00
1	TC-200	Datavideo Corporation TC-200 HD-SD Title Creator with External Key-Fill Box	700.00	700.00
1	Custom Product Bundle	HD-SDI video distribution system Black Magic	1,885.00	1,885.00
6	Integration Item	D-PSP1A RDL 1 gang speaker with volume control format A signal White	197.33	1,183.98
6	Integration Item	DC1W RDL 1 Gang surface box White	57.03	342.18
6	Integration Item	CP-1 RDL 1 gang cover plate White	10.53	63.18
1	Integration Item	TX-TPS1A RDL Format A transmitter	138.57	138.57
2	Integration Item	RU-TPDA RDL format A distribution box	255.19	510.38
3	PS-24AS	24 VDC 500mA Switching Power Supply	22.79	68.37
1	CSE-200	CSE-200 "ClickShare-200" Complete Starting Package Includes (1) Base Station (2) USB Buttons	1,620.00	1,620.00
		-----Control System-----		
1	AMS-1208P	Luxul AV Series 12Port/8PoE+ Giga Switch	351.56	351.56



Quote

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 (612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
 www.tierneybrothers.com

Quote #	Date
81677	9/9/2016

Bill To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Ship To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Initial if correct or revise accordingly

Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
12/8/2016	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
1	Services - Integration for MN State Contract	A - Council Chambers Update (NC Labor) R1 Non-Contract Services - This sale is consistent with the "Contract Release Construction Language Modification" associated with the MN State Contract. Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 46 Hours at \$75.00/Hour	3,450.00	3,450.00

Subtotal	3,450.00
Shipping Cost (UPS Ground)	0.00
Tax (MN_WAITE PARK 7.375%)	254.44
Total	\$3,704.44

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit. Returns require an authorization number and must be made within 30 days. Custom orders and "Consumables", such as projector lamps, may not be returned. Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty. Restocking fees varying depending on the product line, expect a minimum charge of 25%.

The information contained within this proposal is supplied to you on a confidential basis and is not for disclosure to any organization without written consent of Tierney Brothers, Inc.

This document is subject to the terms and conditions found here: www.tierneybrothers.com/SOTC



Quote

Serving the States of: IL | IN | IA | KY | MI | MN | OH | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
 (612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
 www.tierneybrothers.com

Quote #	Date
81598	9/8/2016

Bill To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Ship To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

___ Initial if correct or revise accordingly

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Expires	Sales Rep	Contract	Memo
12/7/2016	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		B - Lobby Signage (SC) R1 -----Video Equipment----- Owner Furnished Product - Existing monitor in Lobby		
1	CAR-XT1143-PLR-BND	BrightSign XT1143 Networked Interactive Media Player with live video input, HDMI output, RS-232 serial port, POE+, and 16 GB Class 10 microSD Card. Includes 1 player license.	949.20	949.20
		-----Other Equipment and Services-----		
1	Custom Cables, Connectors, and Hardware	Custom Package of Cables, Connectors and Hardware Includes: HDMI, Cat5e, Bulk Cabling and Misc Hardware	263.57	263.57
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 5.78 Hours at \$64.00/Hour	370.00	370.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 32.84 Hours at \$70.00/Hour	2,298.96	2,298.96
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 8.82 Hours at \$115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates.	1,013.56	1,013.56
1	Edge-DigiTRSERVI CES1-BUNDLE	One Year of Tightrope Digital Signage Software license. License includes all software features and access to content management web portal via virtual or onsite server, future updates, User accounts, provisioning of players on your server, one-time set-up fee for screen template creation and customization, training and unlimited technical support.	2,800.00	2,800.00
1	EDGE-1YRPM-Service-TBI	Tierney Brothers, Inc. Premium Warranty Plan - Coverage for one year with preventative maintenance.	630.00	630.00
		If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statutes Chapter 297A Section 70 "Exemptions for Governments and Nonprofit Groups." Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax		



Quote

Quote #	Date
81598	9/8/2016

Qty	Item	Description	Price	Ext. Price
		<p>exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable.</p> <p>* This quotation is for product and services included on the Minnesota State Contract only.</p> <p>* Additional components not available on Contract may be needed for the system to function as designed.</p> <p>* Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal.</p> <p>* Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool.</p> <p>* Manufacturer's warranties only apply to product purchased on State Contract portion of this proposal.</p> <p>* Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.</p>		

Subtotal	8,325.29
Tax (MN_WAITE PARK 7.375%)	613.99
Total	\$8,939.28

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit. Returns require an authorization number and must be made within 30 days. Custom orders and "Consumables", such as projector lamps, may not be returned. Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty. Restocking fees varying depending on the product line, expect a minimum charge of 25%.

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This document is subject to the terms and conditions found here: www.tierneybrothers.com/SOTC



Quote

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 (612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
 www.tierneybrothers.com

Quote #	Date
81681	9/9/2016

Bill To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

Ship To

City of Waite Park
 19 13th Ave North
 Waite Park MN 56387

___ Initial if correct or revise accordingly

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
12/8/2016	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
1	Services - Integration for MN State Contract	<p>B - Lobby Signage (NC) R1</p> <p>Non-Contract Services - This sale is consistent with the "Contract Release Construction Language Modification" associated with the MN State Contract.</p> <p>Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 2 Hours at \$75.00/Hour</p>	150.00	150.00

Subtotal	150.00
Tax (MN_WAITE PARK 7.375%)	11.06
Total	\$161.06

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit. Returns require an authorization number and must be made within 30 days. Custom orders and "Consumables", such as projector lamps, may not be returned. Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty. Restocking fees varying depending on the product line, expect a minimum charge of 25%.

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Responsibilities and Conditions

Client Responsibilities

Contract a licensed electrician to provide high voltage power connections. The system design will determine if optimum placement of outlets is best achieved before or after the installation of the AV equipment. The assigned Project Manager will communicate the specific to you during the project planning. Tierney Brothers recommends that each projector, TV, plasma, LCD, etc. have a dedicated quad electrical outlet.

Provide Tierney Brothers with any existing system design specifications, diagrams, room drawings or other materials that would facilitate completion of the proposed Scope of Integration Services.

All necessary ceiling tile work involved in the installation, unless an alternative has been indicated in the Scope of Integration Services in this proposal.

Prepare, replace, repair or modify any structural or cosmetic changes that Tierney Brothers has made or needs to make. This includes, but is not limited to, ceiling grids, floor tiles, walls and pre-existing equipment. This does not include repair for accidental damage caused by Tierney Brothers.

Confirm area is ready for installation when scheduled. This includes but is not limited to the room being vacated, physical conditions confirmed and owner furnished equipment (OFE) available. If the area is not prepared for installation when scheduled or the client has not notified Tierney Brothers five business days in advance of any schedule change or installation cancellation, there will be a \$350.00 charge. Rescheduling of the installation will be set for a later date as determined by Tierney Brothers.

TBI will not be responsible for the condition and functionality of any existing OFE during the installation process. This includes de-install and reinstall of OFE. Should existing equipment fail or not work properly with our system design, the customer will have the option of sourcing a TBI approved replacement part or TBI will offer a billable replacement alternative. If OFE malfunction causes delays in the installation timeframe, additional billable labor charges may apply.

Clients purchasing SMART product are responsible for loading all SMART software on the applicable computers and connection of these computers to the SMARTboard prior to any scheduled training sessions.

Complete Customer Configuration Worksheets as requested by Tierney Brothers within five business days. This information is required to properly integrate the new equipment with your existing IT infrastructure.

TBI requires access to customer's computer and network at the time of installation to be able to complete installation and testing of the designed system. Return visits to test equipment and functionality may result in additional charges.

TBI's initial estimates assume all work may be completed using standard ladders. If a lift is required, additional charges will be incurred and presented as part of a change request.

For U of M Installations only: University of Minnesota customers are responsible for contacting their Facilities Management Department to coordinate conduit installation for all A/V wire and cable installations.

Tierney Brothers Responsibilities (Upon Authorization)

Proceed with ordering the specified equipment and preparing a schedule for completion of the proposed services.

Conduct pre-installation site visit (if necessary) involving the main site contact, site facilities representatives and a Tierney Brothers' project manager or a qualified alternate.

Review scope, terms and conditions of the installation with the client at the pre-installation site visit. This will include, but is not limited to electrical, construction and cosmetic responsibilities.

Basic system training, separate from Professional Development, is included in this proposal. This training will be scheduled and completed by a Tierney Brothers' representative at the end of the project installation.

If Professional Development is part of this proposal, sessions must be scheduled within six months of install completion.

Clients purchasing SMARTboards: After the installation of the SMARTboard is complete, the SMARTboard USB connection will be tested using the Tierney Brothers installer's laptop. After system functionality is confirmed, the USB connection will be hooked into the client's computer if it is present in the space.

For safety reasons, Tierney Brothers will not modify/cut the trays on existing white boards or chalk boards. A solution for mounting over the existing board will be proposed. Any modifications to the existing board would need to be made by the customer prior to the arrival for Tierney Brothers' installation personnel.

Scheduling

Installations are typically scheduled six to eight weeks from receipt of the customer's purchase order. Custom ordered product may increase the time needed to complete the proposed services.

Standard service and support is limited to Monday through Friday, 8:00 AM to 5:00 PM central standard time, excluding national holidays. Expanded service hours may be available for an additional charge if determined necessary.

This schedule assumes no delays or obstacles will be encountered in gaining access for the installation.

Site Conditions

Tierney Brothers cannot enter into work in or otherwise disturb any areas containing asbestos.

Tierney Brothers recommends that each Projector, TV, Plasma, LCD, etc. have a duplex receptacle fed off of a dedicated 20 amp circuit available for use. Systems containing multiple racks of amplifiers or other equipment may require additional circuits.



1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com

Proposal Terms

Accounting Terms

For installations scheduled to take 30 days or less from the first day on site to the last, Tierney Brothers will invoice the total project in full upon substantial completion. Tierney Brothers reserves the right to bill progressively for installations which are scheduled to take more than 30 days on site. The balance is due Net 30 days from the installation completion date, with 2% interest added to unpaid balance.

Sales Taxes

All applicable sales tax amounts will be charged on the sale of goods or services according to each governing law and remitted to the proper taxing authority. If your organization is tax exempt, please complete an exemption certificate and return to Tierney Brothers.

Proposal Changes

If additional products or services are requested prior to receipt of your signed purchase order or quote proposal, Tierney Brothers will provide an updated quote proposal, including a revised scope. If additional products or services are requested after receipt of your signed purchase order or quote proposal, Tierney Brothers will provide a change request quote with the requested equipment and scope to detail the requested changes for your approval.

Upon receipt of your signed purchase order or quote proposal, Tierney Brothers will proceed with the authorized services and invoice in accordance with the purchase order or quote proposal. Verbal agreements will not be processed until confirmation, in writing, has been received.

There may be a 20% to 30% restocking fee plus freight charges for those items ordered which have to be returned to the manufacturer due to customer request or by change of order. Custom order products and certain product lines not typically carried by Tierney Brothers may not be returned.

Other Terms

Installation Warranty

See specific warranty coverage program outlined in this proposal.

Repair or replacement service for TBI installed consumer grade monitors/displays are subject to manufacturer warranty and service. TBI does offer de-install/re-install assistance for vendor warranty repair or replacement at an additional charge.

Programming Warranty

The programming warranty is 90 days, starting at the commission of the system. Changes or fixes to the system after this time will be billable at our standard service call rates."

Labor Classifications and Assumptions

Unless mutually agreed upon in writing prior to executing this agreement, it is the understanding of both parties that Union and/or Prevailing Wage regulations, specifically those contained in 40 U.S.C. 276a-5, or MN Stat § 177.41-177.44, do not apply to the work to be performed under this contract.

Unless travel charges are specified, this proposal assumes Tierney Brothers, Inc. has local certified, licensed and insured technicians available to complete the integration services. In the event, the job site is located in a geographical area where this does not apply or a specific installation time is requested for which this personnel is not available, additional charges may apply.

All hours for installation are assumed to be between 8am and 5pm (normal business hours) unless specified in this proposal. Request for work outside of normal business hours will be subject to the following increased hourly labor rates:

- Second Shift (3:00pm to 10:00pm) will be billed at one and a half times our standard labor rate.
- Weekend or Holiday hours will be billed at two times our standard labor rate.

Requests for installations outside our normal business hours are subject to approval by the Director of Post Sales Integration.

NOTICE CONFIDENTIAL INFORMATION - The information in this proposal is proprietary and strictly confidential. It is intended solely for the use of the named parties. If the reader of this proposal is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, any dissemination, distribution, copying or other use of the information contained in this document is strictly prohibited. If this has been received in error, please notify the responsible party immediately and then delete this proposal from all data storage devices and destroy all hard copies.

Video recording of a Tierney Brothers SMART Certified Trainer or Professional Development session, and copying or distribution of any printed material supplied by Tierney Brothers Inc., is protected content under copyright licensing and can be used only with express permission from Tierney Brothers, Inc. Any video or digital content created during a training session can be used only within the organization paying for such services and cannot be shared online or distributed in any manner.

This quotation is valid for a period of 90 days.

Please initial to acknowledge and authorize the Proposal Terms presented here. _____



1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com
612.331.5500 ♦ 800.933.7337 ♦ Fax - 612.331.3424

Tierney Brothers Premium Warranty Program
Designed for:
City of Waite Park

Terms and Conditions

Tierney Brothers, Inc. warrants the installation you have purchased from Tierney Brothers, Inc. from defects in materials and workmanship, under normal use, during the One Year Premium Warranty period. Normal use is defined as operating the system within its designed specifications. Included in the One Year Premium Warranty the customer will receive:

- Unlimited Phone Support
- On-site service
- Discounts on Lamps and Accessories
- Preventative Maintenance Check

Preventative Maintenance Check will be completed toward the end of the one year warranty period. The warranty period commences on the date of customer signoff, at the completion of the install by Tierney Brothers, Inc.

During the warranty period, Tierney Brothers, Inc. will first work to resolve any problems by troubleshooting over the phone. If Tierney Brothers, Inc. Support Specialists determine that the issue cannot be resolved over the phone, a Technician will be dispatched to your location(s) within 24 hours (if necessary) of the original call (Monday through Friday 8:00am – 5:00 pm, excluding national holidays). Customers outside of a 150 mile radius of Tierney Brothers, Inc. are subject to mileage and trip charges. If service is required after the One Year Premium Warranty period has expired, the customer will be billed at Tierney Brothers, Inc. current labor rates. If the customer has purchased a Tierney Brothers, Inc. Extended Maintenance Agreement, that will commence at the end of the One Year Premium Warranty. If you would like additional information regarding Tierney Brothers, Inc. Extended Maintenance Agreements, please contact your Tierney Brothers, Inc. Sales Representative at 612-331-5500.

Obtaining Warranty Service

To obtain warranty service, please use your custom support portal (support.tierneybrothers.com) and contact us via chat, phone, or email:
<https://support.tierneybrothers.com/>

Click here for a short video explaining how to log in to your support portal your first time:

<http://content.jwplatform.com/players/TpGSX21s-kaM9q1Ga.html>

If you have any questions, please email support@tierneybrothers.com or call us at 800-933-7337. You can also call our advanced support line, 855-612-7762.

Obtaining Your Preventative Maintenance Check

Tierney Brothers, Inc. will send out an email 60 days prior to one year warranty expiration requesting the customer go to www.tierneybrothers.com to schedule their preventative maintenance check. Customers can also call into our Support Specialist at 612-331-5500 or by email at techservice@tierneybrothers.com to schedule a Preventative Maintenance Check. Customer may call to schedule Preventative Maintenance Check prior to the 60 day period if they require it done at an earlier date. Preventative Maintenance Checks are done Monday through Friday 8:00am – 5:00pm. Customer is responsible for providing access for up to 2 hours per room for Preventative Maintenance Check. If Customer doesn't schedule their preventative maintenance check before one year warranty has expired, the Preventative Maintenance Check will be void.

Limitations of coverage

The following items are excluded from coverage under the warranty:

- a. Equipment that has been removed or reinstalled in a different location
- b. Damage or other equipment failure due to causes beyond our control including, but not limited to, operator negligence, the failure to maintain the equipment according to the owner's manual instructions, abuse, vandalism, theft, fire, flood, wind, freezing, power failure, inadequate power supply, acts of war or acts of God.
- c. Any utilization of equipment that is inconsistent with either the design of the equipment or the way the manufacturer intended the equipment to be used.



1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com
612.331.5500 ♦ 800.933.7337 ♦ Fax - 612.331.3424

Tierney Brothers Premium Warranty Program

*Designed for:
City of Waite Park*

- d. Premium Warranty covers all hardware related failures. Network or software related failures are not covered under Tierney Brothers, Inc. Premium Warranty.
- e. Operational or mechanical failure which is not reported prior to expiration of this contract.
- f. Equipment where the serial plate attached to the equipment is removed, defaced or made illegible.
- g. Damage resulting from unauthorized repair, software virus, improper electrical wiring and connections.
- h. Existing Owner Furnished equipment.
- i. Lift and Scaffolding rental is not included.

This maintenance contract refers to:
Council Chambers Update
12386 R1

I have read, understand and agree to the above terms and conditions per the plan elected.

Authorized Signature: _____

Date: _____



1771 Energy Park Drive, Suite 100
 St. Paul, MN 55108
 www.tierneybrothers.com

City of Waite Park
 Council Chambers Update
 12386 R1

Proposal Summary

Please **Initial** to Accept or Decline
 Please Acknowledge All Proposals
 Accept Decline

A - Council Chambers Update R1

State Contract Total:	\$	139,175.86		
Non Contract Equipment:	\$	9,240.55		
Non Contract Labor:	\$	3,704.44		
Proposal Total:	\$	152,120.85	_____	_____

B - Lobby Signage R1

State Contract Total:	\$	8,939.28		
Non Contract Total:	\$	161.06		
Proposal Total:	\$	9,100.34	_____	_____

The undersigned authorizes Tierney Brothers to proceed in accordance with the proposal including options elected and agrees as a representative of the client to be responsible for payment.

By signing below, the client has read and understands the scope of services and agrees to the client responsibilities and conditions.

Client's Name: _____

Authorized Signature: _____

*Client's Email Address: _____

*Client's Email Address: _____

Date: _____

*Please note, one or more items on your quote may include software. Our vendors require two unique email addresses with different domain names to be submitted with software orders. These email addresses will receive the electronic key codes required to download and install your new software. Please include these two email addresses with your purchase order at the time your order is placed.

Updated City Council Chamber Cost Estimates From Oertel Architects

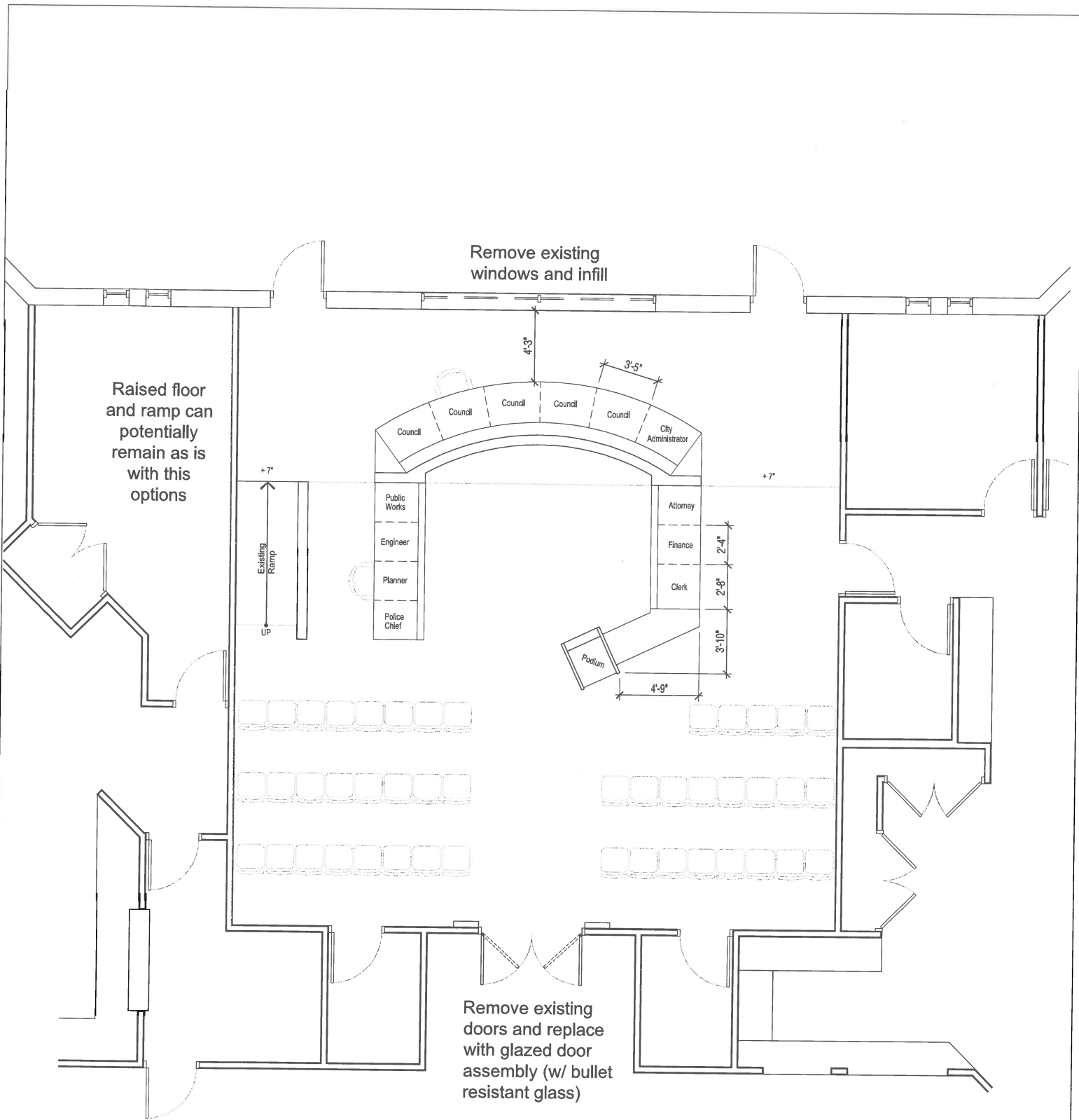
Construction Cost Estimate: These estimates are for the other components of the project that excludes the audio/visual components from Tierney. The City would act as our own general contractor and would receive quotes from vendors on the various proposed work. If the desire is to move forward, we would take this estimate forward for the Council to approve. Any improvements that are not included or are projected to go over our total project cost will come back to the Council for approval.

New Construction: This will include improving security and acoustical issues with the Council Chambers. These funds will be coming out of the franchise fees over the course of the next two years.

Demo:	\$2,000
Removal of Window	\$7,000
Acoustical Panels:	\$13,000
Millwork-construction of council dais:	\$28,000
Doors:	\$10,000
Electrical	\$5,000
Security:	<u>\$10,000</u>
Subtotal	\$75,000
Contingency	<u>\$15,000</u>
Grand Total	\$85,000

Building Maintenance Budget: This will include some of the routine maintenance that should be addressed while work is being completed. These funds will be coming out of the government buildings budget.

Carpet:	\$5,000
Painting:	\$8,000
Lighting (LED):	<u>\$22,000</u>
Subtotal	\$35,000
Contingency	<u>\$15,000</u>
Grand Total	\$50,000

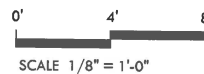


23

PROPOSED PLAN

COUNCIL CHAMBERS

1/8" = 1'-0"



Waite Park Council Chambers
Waite Park, MN.

ISSUED:
December 29, 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 ARCHITECT IN THE STATE OF MINNESOTA.

DESCRIPTION:
Proposed Plan Option 23

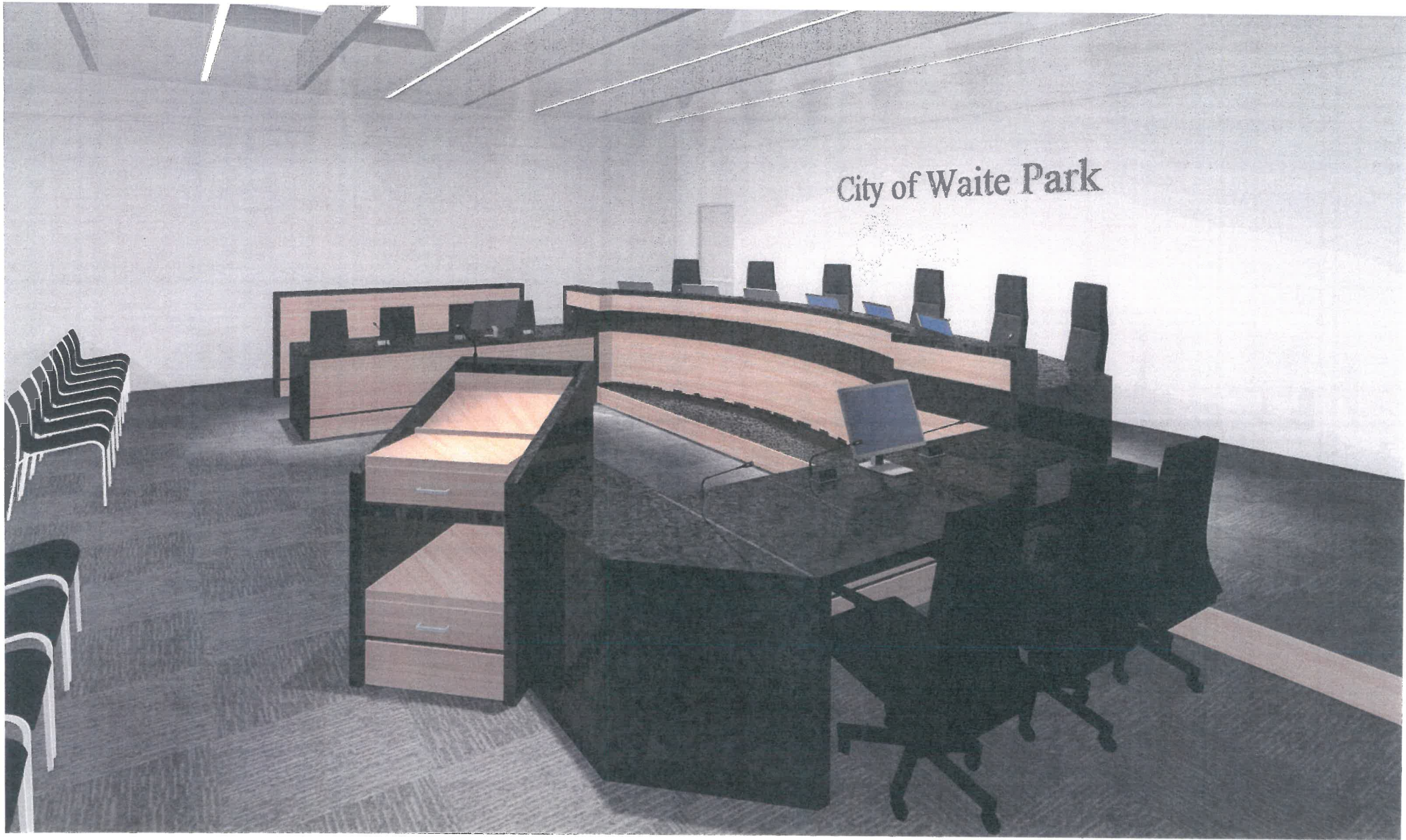
PLOTTED:
1-04-2017
FILE NAME:
xr-1608-ex-p1.dwg

SIGNATURE _____
DATE _____
LICENSE # _____

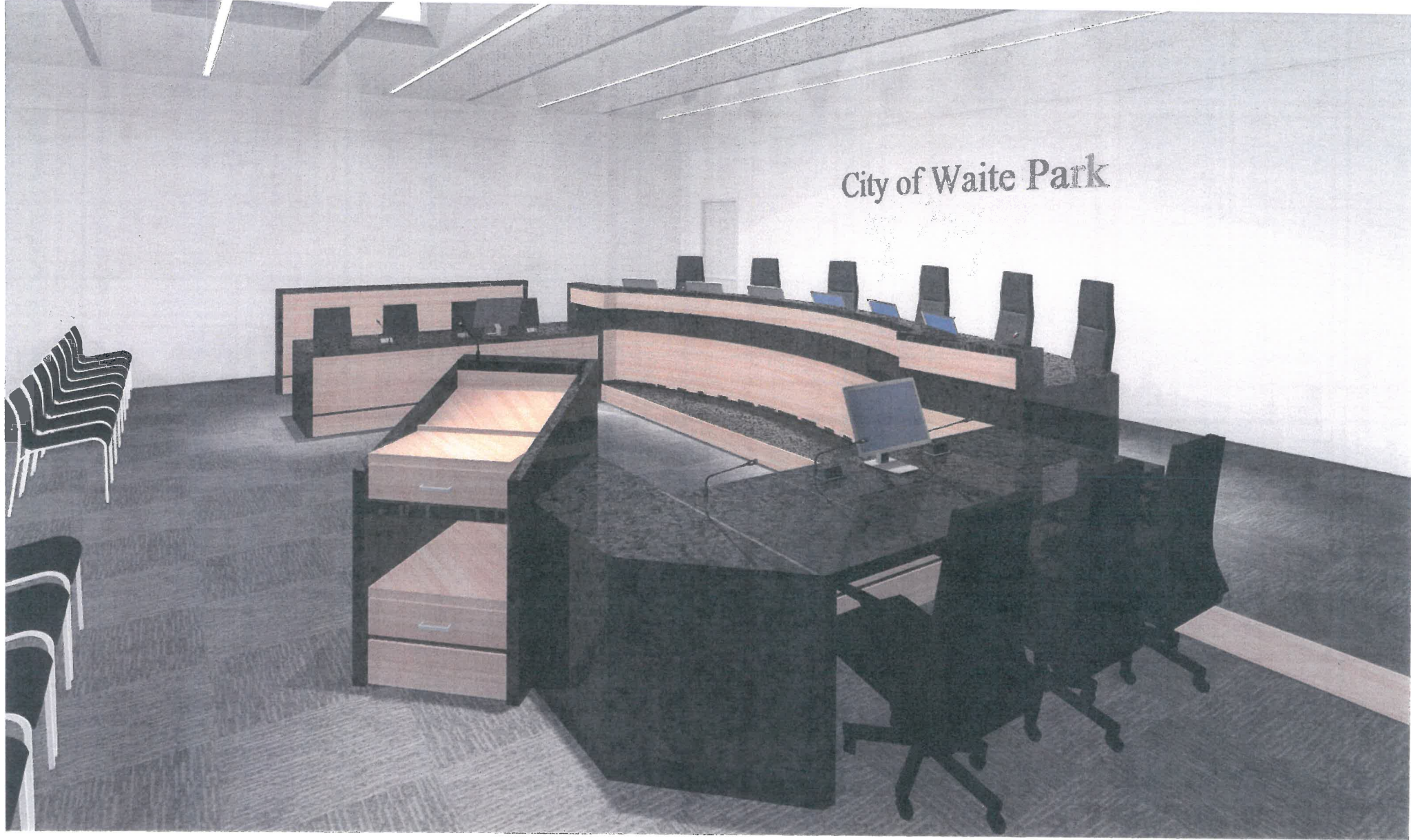


OERTEL ARCHITECTS
1795 SAINT CLAIR AVE. / ST. PAUL, MN 55105
(651) 696-5186 / (651) 696-5188 FAX
www.oertelarchitects.com

City of Waite Park



City of Waite Park







Agenda Item No. 4

Issue: Council/Mayor: Review and Approve Bills, Other Business

Councilmember _____ moved to approve bills as presented.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Michael Linquist	_____
Councilmember Charles Schneider	_____
Councilmember Vic Schulz	_____
Councilmember Frank Theisen	_____
Mayor Richard Miller	_____

Motion (Approved) (Denied)

ACS FINANCIAL SYSTEM
12/15/2016 14:53:50

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.03 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 0916M1 COMMENT... 0916 MANUAL DISBURSEMENT

DATA-JE-ID DATA COMMENT

M-09302016-679 0916 MANUAL DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MN DEPT OF REVENUE II										
	0816 PARK RENT SALES TAX	68.19	REMITTANCE REV COL OTHER	101.4552.8100		0816			679	00015
	0816 HYDRANT WTR S TAX	7.45	REMITTANCE REV COL OTHER	703.4825.8100		0816			679	00016
	0816 WATER METER S TAX	10.55	REMITTANCE REV COL OTHER	703.4825.8100		0816			679	00017
	0816 ANIMAL TAG SALE TAX	0.37	REMITTANCE REV COL OTHER	101.4196.8100		0816			679	00018
	0816 WATER SALES TAX	9,347.44	REMITTANCE REV COL OTHER	703.4825.8100		0816			679	00019
		9,434.00	*VENDOR TOTAL							
OFFICE OF ADMIN HEARINGS										
	ANNEX FILING FEE-ZON 3&4	200.00	LEGAL SERVICES	101.4060.3005		091616			679	00022
PLAZA PARK BANK										
	090116 WIRE TRANSFER FEE	15.00	MISC - DUES	101.4051.4010		090116			679	00012
	091616 WIRE TRANSFER FEE	15.00	MISC - DUES	101.4051.4010		091616			679	00020
	091316 WIRE TRANSFER FEE	15.00	MISC - DUES	101.4051.4010		091616			679	00021
	0916 ACH FEE	35.00	FEEES FOR WIRE TRANSFERS	101.4051.4440		092716			679	00024
		80.00	*VENDOR TOTAL							
SELECT ACCOUNT										
	0916 HSA CITY CONTRIB CL	1,912.49	HOSPITALIZATION INSURANC	101.4051.1500		0916			679	00001
	0916 HSA CITY CONTRIB PL	562.50	HOSPITALIZATION INSURANC	101.4091.1500		0916			679	00002
	0916 HSA CITY CONTRIB CH	281.25	HOSPITALIZATION INSURANC	101.4094.1500		0916			679	00003
	0916 HSA CITY CONTRIB PD	10,153.13	HOSPITALIZATION INSURANC	101.4110.1500		0916			679	00004
	0916 HSA CITY CONTRIB BI	562.50	HOSPITALIZATION INSURANC	101.4140.1500		0916			679	00005
	0916 HSA CITY CONTRIB PW	3,144.28	HOSPITALIZATION INSURANC	101.4212.1500		0916			679	00006
	0916 HSA CITY CONTRIB SN	596.28	HOSPITALIZATION INSURANC	101.4213.1500		0916			679	00007
	0916 HSA CITY CONTRIB SS	168.78	HOSPITALIZATION INSURANC	715.4224.1500		0916			679	00008
	0916 HSA CITY CONTRIB PK	793.13	HOSPITALIZATION INSURANC	101.4552.1500		0916			679	00009
	0916 HSA CITY CONTRIB WT	1,558.13	HOSPITALIZATION INSURANC	703.4825.1500		0916			679	00010
	0916 HSA CITY CONTRIB SW	1,080.03	HOSPITALIZATION INSURANC	709.4843.1500		0916			679	00011
		20,812.50	*VENDOR TOTAL							
XCEL ENERGY										
	GAS SERV INSTALL-PW FAC	315.00	PUBLIC UTILITY SERVICES	101.4212.3600		090816			679	00023
	REROUTE ELECTRIC-PICKLEB	974.60	PUBLIC UTILITY SERVICES	101.4552.3600		514406781			679	00014
	ELECTRIC INSTALL-PW FAC	4,116.05	PUBLIC UTILITY SERVICES	101.4212.3600		516057229			679	00013
		5,405.65	*VENDOR TOTAL							

ACS FINANCIAL SYSTEM
12/15/2016 14:53:51

Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 2

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:		35,932.15								

RECORDS PRINTED - 000024

ACS FINANCIAL SYSTEM
12/15/2016 14:53:51

Schedule of Bills

CITY OF WAITE PARK
GL060S-V08.03 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	
703	WATER FUND	23,759.77
709	SEWER FUND	10,923.57
715	STORMWATER FUND	1,080.03
		168.78
TOTAL ALL FUNDS		35,932.15

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	35,932.15
TOTAL ALL BANKS		35,932.15

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.
DATE APPROVED BY
.....
.....

ACS FINANCIAL SYSTEM
12/15/2016 15:40:32

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.03 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 0916M2 COMMENT... 0916 SR CTR DISBURSEMENT

DATA-JE-ID DATA COMMENT

M-09302016-680 0916 SR CTR DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

ACS FINANCIAL SYSTEM
12/15/2016 15:40:32

Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 1

VENDOR NAME
DESCRIPTION

AMOUNT

ACCOUNT NAME

FUND & ACCOUNT

CLAIM

INVOICE

PO#

F/P ID LINE

SAM'S CLUB/SYNCHRONY BAN
WATER/SNACKS/ETC-SR CTR

92.54

EXPENSES APPROVED BY COU 603.4825.4451

8000KR01F2THM8 000352 P 680 00001

ACS FINANCIAL SYSTEM
12/15/2016 15:40:32

Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 2

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
REPORT TOTALS:	92.54								

RECORDS PRINTED - 000001

ACS FINANCIAL SYSTEM
12/15/2016 15:40:32

Schedule of Bills

CITY OF WAITE PARK
GL060S-V08.03 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
603	SENIOR CENTER FUND	92.54
TOTAL ALL FUNDS		92.54

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	92.54
TOTAL ALL BANKS		92.54

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY

ACS FINANCIAL SYSTEM
12/28/2016 10:39:18

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.03 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1216D2 COMMENT... 122716 MISC DISBURSEMENT

DATA-JE-ID DATA COMMENT

D-12272016-684 122716 MISC DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
ALESHIRE/TANNER J										
	102616 MILES FF1-FOLEY	20.52	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00001
	101716 MILES FF1-RICE	18.36	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00002
	111416 MILES FF1-RICE	18.36	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00003
	110216 MILES FF1-ALBANY	20.52	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00004
	110916 MILES FF1-COLLEGE	11.88	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00005
	113016 MILES FF1-COLLEGE	11.88	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00006
	110916 MILES-FD ERRANDS	1.08	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00007
	120516 MILES HAZMAT-ALBA	20.52	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00008
	120716 MILES HAZMAT-SART	6.48	TRAINING/TRAVEL/HOTEL	101.4120.3200		121516			684	00009
		129.60	*VENDOR TOTAL							
AMERICAN TEST CENTER, IN										
	SAFETY INSP #420	450.00	REPAIR/MAINTENANCE STREE	101.4212.3710		2163054	027615	P	684	00011
	LADDER TEST #T3/GROUND	1,263.60	REPAIR & MAINTENANCE	101.4120.3700		2163056	027471	P	684	00010
		1,713.60	*VENDOR TOTAL							
ANDY'S TOWING LLC										
	TOW TO MILLER #409	65.00	REPAIR & MAINTENANCE	101.4212.3700		187421	027919	P	684	00012
ASPEN EQUIPMENT CO										
	STROBE LIGHTS (2)-LOADER	249.76	REPAIR & MAINTENANCE SUP	101.4212.2200		10170401	027893	P	684	00013
ASPEN MILLS INC.										
	UNIFORM JACKET-DN	341.59	UNIFORMS	101.4110.2120		190992	000482	P	684	00014
ATLAS LOCI, LLC										
	SPRING SNAP HOOKS (10)	110.00	EQUIPMENT	101.4120.5300		12611	027472	P	684	00015
AUTO TRIM & SIGN INC										
	CITY LOGOS 3" (5)	175.00	REPAIR & MAINTENANCE SUP	101.4216.2200		48015	027931	P	684	00016
BECKER/JEROME										
	SAFETY BOOTS REIMB	249.95	UNIFORMS	101.4212.2120		121916			684	00017
BORDER STATES ELECTRIC S										
	LIGHTS-PW SIGNS/WH	107.53	REPAIR & MAINTENANCE SUP	101.4217.2200		912279522	027932	P	684	00018
BRAUN INTERTEC CORP										
	112516 CONST MAT TEST-PW	3,836.25	ENGINEERING COSTS	443.4214.6301		B079701			684	00019
CENTRAL HYDRAULICS INC										
	HAND HELD CONTROL #401	309.53	REPAIR & MAINTENANCE SUP	101.4212.2200		0079581	027889	P	684	00020
	CUTTING EDG/ETC #404/409	935.81	REPAIR & MAINTENANCE SUP	101.4213.2200		0079626	027894	P	684	00021
	ADAPTORS (2)-SHOP	14.53	REPAIR & MAINTENANCE SUP	101.4212.2200		0079825	027909	P	684	00022
		1,259.87	*VENDOR TOTAL							
CHARTER COMMUNICATIONS										
	1216 INTERNET/TV CL	33.48	COMMUNICATIONS	101.4051.3100		121316			684	00023
	1216 INTERNET/TV CH	10.65	COMMUNICATIONS	101.4094.3100		121316			684	00024
	1216 INTERNET/TV FD	23.65	COMMUNICATIONS	101.4120.3100		121316			684	00025

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CHARTER COMMUNICATIONS										
	1216 INTERNET/TV BI	33.48	COMMUNICATIONS	101.4140.3100		121316			684	00026
	1216 INTERNET/TV PW	21.31	COMMUNICATIONS	101.4212.3100		121316			684	00027
	1216 INTERNET/TV WTR	21.31	COMMUNICATIONS	703.4825.3100		121316			684	00028
	1216 INTERNET/TV SWR	21.31	COMMUNICATIONS	709.4843.3100		121316			684	00029
	1216 INTERNET/TV RADIO C	109.17	COMMUNICATIONS	101.4191.3100		121316			684	00030
	1216 INTERNET/TV WTR	39.01	COMMUNICATIONS	703.4825.3100		121316			684	00031
	1216 INTERNET/TV SWR	39.01	COMMUNICATIONS	709.4843.3100		121316			684	00032
	1216 INTERNET/TV PW	127.72	COMMUNICATIONS	101.4212.3100		121316			684	00033
	1216 TV PARKS	8.02	COMMUNICATIONS	101.4552.3100		121316			684	00034
	1216 INTERNET WH	89.98	COMMUNICATIONS	101.4552.3100		121316			684	00035
	1216 TV WARMING HOUSE	8.02	COMMUNICATIONS	101.4552.3100		121316			684	00036
		586.12	*VENDOR TOTAL							
CITY OF ST CLOUD										
	2016 COM POLICE	398.36	COMMUNITY POLICING	101.4110.2140						
	1116 OPER & MAINT	18,642.32	OPERATIONS & MAINTENANCE	709.4842.2160		AR004524	000484	P	684	00046
	1116 OPER & MAINT CONV	4,394.26	OPERATIONS & MAINTENANCE	709.4841.2160		AR004662			684	00037
	1116 REHAB & REPLACE	2,431.04	REHAB & REPLACE	709.4842.3730		AR004662			684	00038
	1116 REHAB & REPLACE CON	822.01	REHAB & REPLACE	709.4841.3730		AR004662			684	00039
	1116 DEBT SVC-WWTF EXP	17,692.00	DEBT SERVICE	709.4842.4845		AR004662			684	00040
	1116 DEBT SVC-TRI/SIS	14,279.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR004662			684	00041
	1116 DEBT SVC-SIS PH 3	4,635.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR004662			684	00042
	1116 DEBT SVC-SIS PH 4	8,886.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR004662			684	00043
	1116 EXISTING DEBT	2,016.04	EXISTING DEBT	709.4842.4846		AR004662			684	00044
		74,196.03	*VENDOR TOTAL						684	00045
COLLINS BROTHERS TOWING										
	11116 CLEANUP-10 AV/2 ST	40.00	TOWING	101.4110.3910		3282	000479	P	684	00047
COMPASS MINERALS AMERICA										
	ROAD SALT (100T)	7,608.96	REPAIR & MAINTENANCE SUP	101.4213.2200		71559878	027900	P	684	00048
CRUMP/HARRY S										
	ARBITRATOR FEES	3,176.57	LEGAL SERVICES	101.4110.3005		112916			684	00232
	ARBITRATOR EXPENSE	248.56	LEGAL SERVICES	101.4110.3005		112916			684	00233
		3,425.13	*VENDOR TOTAL							
CUSTOM ACCENTS INC										
	BUSINESS CARDS-DB/AS/DN	128.49	PRINTING & BINDING	101.4110.3400		70261	000491	P	684	00049
CUSTOM BUILDERS INC										
	PYT #5-PICKLEBALL COURTS	34,976.41	CONSTRUCTION COSTS	101.4211.6300		121216			684	00211
DE LAGE LANDEN FINANCIAL										
	1216 PW COPIER LEASE PW	42.32	SERVICE CONTRACT	101.4212.4015		52629652			684	00050
	1216 PW COPIER LEASE WTR	26.45	SERVICE CONTRACT	703.4825.4015		52629652			684	00051
	1216 PW COPIER LEASE SWR	26.45	SERVICE CONTRACT	709.4843.4015		52629652			684	00052
	1216 PW COPIER LEASE SS	10.58	SERVICE CONTRACTS	715.4224.4015		52629652			684	00053
		105.80	*VENDOR TOTAL							

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
EMERGENCY RESPONSE SOLUT	HUD ASSEMBLY REPL KIT	399.24	REPAIR & MAINTENANCE	101.4120.3700		7590	027469	P	684	00054
ERICKSON ELECTRIC COMPAN	PULLY MTR SZ REPL-GUN R	223.75	REPAIR & MAINTENANCE	101.4094.3700		673	027849	P	684	00055
ETHANOL PRODUCTS LLC	CO2 (6114#)	425.23	REPAIR & MAINTENANCE SUP	703.4822.2200		CO2175311	027985	P	684	00056
FARM-RITE EQUIPMENT, INC	CONNECTOR/ETC-SNW BLOWER	453.30	REPAIR & MAINTENANCE SUP	101.4212.2200		P19101	027941	P	684	00058
	1201-120516 PLANER RENT	300.00	REPAIR & MAINTENANCE SUP	101.4212.2200		R00701	027944	P	684	00057
		753.30	*VENDOR TOTAL							
FIRE SAFETY USA INC	BREAKAWAY SAFETY VESTS	260.00	EQUIPMENT	101.4120.5300		95157	027478	P	684	00059
FLAHERTY HOOD PA	1116 LABOR/EMP SERVICES	438.75	LEGAL SERVICES	101.4060.3005		9578			684	00060
	1116 MEAL/COPIES	24.37	LEGAL SERVICES	101.4060.3005		9578			684	00061
		463.12	*VENDOR TOTAL							
G&K SERVICES										
	110316 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043614517			684	00066
	110316 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043614518			684	00068
	111716 RUGS CL	3.12	RUGS/TOWELS	101.4051.4012		1043625667			684	00071
	111716 RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		1043625667			684	00072
	111716 RUGS CH	6.72	RUGS/TOWELS	101.4094.4012		1043625667			684	00073
	111716 RUGS PD	17.52	RUGS/TOWELS	101.4110.4012		1043625667			684	00074
	111716 RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		1043625668			684	00075
	111716 RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		1043625684			684	00076
	111716 RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		1043625684			684	00077
	111716 RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043625688			684	00077
	111716 RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043625688			684	00067
	110816 RUGS ELECTION	16.80	RENTALS	101.4040.3800		1043950738			684	00069
	1116 UNIFORMS PW	89.32	UNIFORMS	101.4212.2120		113016			684	00070
	1116 UNIFORMS WTR	18.96	UNIFORMS	703.4825.2120		113016			684	00062
	1116 UNIFORMS SWR	25.40	UNIFORMS	709.4843.2120		113016			684	00063
	1116 TOWELS PW	7.00	RUGS/TOWELS	101.4212.4012		113016			684	00064
		246.92	*VENDOR TOTAL						684	00065
GUNTHER/TIM	SAFETY BOOTS REIMB	219.99	UNIFORMS	101.4212.2120		121517			684	00078
HEALTHPARTNERS										
	0117 HEALTH INS PREM CL	6,203.44	HOSPITALIZATION INSURANC	101.4051.1500		69766954			684	00079
	0117 HEALTH INS PREM PL	1,833.35	HOSPITALIZATION INSURANC	101.4091.1500		69766954			684	00080
	0117 HEALTH INS PREM CH	674.29	HOSPITALIZATION INSURANC	101.4094.1500		69766954			684	00081
	0117 HEALTH INS PREM PD	25,690.51	HOSPITALIZATION INSURANC	101.4110.1500		69766954			684	00082
	0117 HEALTH INS PREM BI	1,348.59	HOSPITALIZATION INSURANC	101.4140.1500		69766954			684	00083
	0117 HEALTH INS PREM PW	8,341.60	HOSPITALIZATION INSURANC	101.4212.1500		69766954			684	00084

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HEALTHPARTNERS										
	0117 HEALTH INS PREM SN	1,281.14	HOSPITALIZATION INSURANC	101.4213.1500		69766954			684	00085
	0117 HEALTH INS PREM SS	310.17	HOSPITALIZATION INSURANC	715.4224.1500		69766954			684	00086
	0117 HEALTH INS PREM PK	1,658.76	HOSPITALIZATION INSURANC	101.4552.1500		69766954			684	00087
	0117 HEALTH INS PREM WTR	4,490.88	HOSPITALIZATION INSURANC	703.4825.1500		69766954			684	00088
	0117 HEALTH INS PREM SWR	2,818.55	HOSPITALIZATION INSURANC	709.4843.1500		69766954			684	00089
		54,651.28	*VENDOR TOTAL							
HOME DEPOT CREDIT SERVIC										
	SNOW SHOVELS (2)-LIFT ST	49.94	REPAIR & MAINTENANCE SUP	703.4824.2200		5010467	027990	P	684	00095
	SCREWS/FLANGES-WARMING H	33.03	REPAIR & MAINTENANCE SUP	101.4552.2200		6014422	027937	P	684	00092
	SNOW SHOVEL-CH	24.97	REPAIR & MAINTENANCE SUP	101.4094.2200		7014246	027844	P	684	00090
	FILL VALVE/ETC-WARMING H	53.36	REPAIR & MAINTENANCE SUP	101.4552.2200		7014292	027933	P	684	00091
	LIGHT BULBS (10PK)-SHOP	21.97	REPAIR & MAINTENANCE SUP	101.4094.2200		9010016	027946	P	684	00093
	CLD WEATHER EXT CORDS-CH	67.02	REPAIR & MAINTENANCE SUP	101.4094.2200		9010056	027848	P	684	00094
		250.29	*VENDOR TOTAL							
HOWE/JEFFREY R										
	1216 BUILDING INSP SVC	8,200.00	OTHER CONTRACTUAL SERVIC	101.4140.4070		1216			684	00096
ICKLER COMPANY, INC.										
	BEARINGS (2)-J DEERE BRM	28.50	REPAIR & MAINTENANCE SUP	101.4212.2200		16-64951	027928	P	684	00097
INNOVATIVE OFFICE SOLUTI										
	ADDING TAPE	3.62	OFFICE SUPPLIES/POSTAGE	101.4051.2000		IN1411697	028229	P	684	00099
	ADDING TAPE	3.52	OFFICE SUPPLIES/POSTAGE	703.4825.2000		IN1411697	028229	P	684	00100
	ADDING TAPE	3.52	OFFICE SUPPLIES/POSTAGE	709.4843.2000		IN1411697	028229	P	684	00101
	MARKERS/CALENDAR/ETC-PD	48.64	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1428059	000483	P	684	00098
		59.30	*VENDOR TOTAL							
JOHNSON/SHAUNNA										
	1016-120916 MISC MILEAGE	182.41	TRAINING/TRAVEL/HOTEL	101.4051.3200		121916			684	00102
KEVIN MRZENA										
	BACKUP CAM INSTALL #T3	637.50	REPAIR & MAINTENANCE	101.4120.3700		6841	027474	P	684	00103
	BACKUP CAMERA/PARTS #T3	423.54	REPAIR & MAINTENANCE	101.4120.3700		6841	027474	P	684	00104
	TRUCK REP LABOR #T3	1,530.00	REPAIR & MAINTENANCE	101.4120.3700		6843	027473	P	684	00105
	TRUCK REP PARTS/FUEL #T3	202.40	REPAIR & MAINTENANCE	101.4120.3700		6843	027473	P	684	00106
		2,793.44	*VENDOR TOTAL							
KLINEFELTER'S ENF & EMER										
	PATROL RIFLE OPTICS (9)	3,582.00	EQUIPMENT	101.4110.5300		322236	000478	P	684	00108
	GARRISON BELT-PG	42.24	UNIFORMS	101.4110.2120		328937	000477	P	684	00107
		3,624.24	*VENDOR TOTAL							
LANGUAGE LINE SERVICES										
	1116 INTERP-SPANISH	25.34	PROF SERVICES - INTERPRE	101.4110.3031		3966516	000481	P	684	00109
LARSON EXCAVATING CONTRA										
	PYT #8-17TH AVE S	2,457.54	CONSTRUCTION COSTS	442.4214.6300		PYT#8			684	00110

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
LEAGUE OF MN CITIES	2016 SAFETY TRAINING	1,650.00	SAFETY	101.4094.2300		248004			684	00140
LEHMEIER/GERALD E	SAFETY BOOTS REIMB	129.95	UNIFORMS	101.4212.2120		120816			684	00111
LEXISNEXIS RISK DATA MAN	1116 MIN COMMIT BALANCE	47.00	REPAIR & MAINT-TECNOLOG	101.4110.3711		1032000-201611	000480	P	684	00112
M R SIGN CO INC	PARK HOUR SIGNS/ETC	392.61	REPAIR & MAINTENANCE SUP	101.4216.2200		193746	027377	P	684	00113
	NO PARKING SIGNS (50)	2,745.90	REPAIR & MAINTENANCE SUP	101.4216.2200		193822	027977	P	684	00114
		3,138.51	*VENDOR TOTAL							
M.C.I. INC	CARPET-PD COPY RM/HALL	4,970.00	BUILDING IMPROVEMENTS	101.4094.5100		CG607162			684	00120
	CARPET-FD MUSTER ROOM	1,940.00	BUILDING IMPROVEMENTS	101.4094.5100		CG607163			684	00119
	CARPET-ADMIN COPY ROOM	1,360.00	BUILDING IMPROVEMENTS	101.4094.5100		CG607164			684	00121
		8,270.00	*VENDOR TOTAL							
MARK J TRAUT WELLS INC	121516 8 WATER TESTS	184.00	WATER TESTS	703.4825.4820		293329			684	00115
MARTHALER/DALE A	SAFETY BOOT REIMB	184.80	REPAIR & MAINT SUPPLIES-	101.4212.2210		121216			684	00116
MCDOWALL COMFORT MANAGEM	FURNACE REP-GUN RANGE	824.31	REPAIR & MAINTENANCE	101.4094.3700		232831	027846	P	684	00117
	TUBE HEAT REP-FD GARAGE	519.37	REPAIR & MAINTENANCE	101.4094.3700		232888	027850	P	684	00118
		1,343.68	*VENDOR TOTAL							
MENARDS	SHARPIES/SOAP/ETC-WTP	34.17	REPAIR & MAINTENANCE SUP	703.4822.2200		38391	027984	P	684	00128
	CLEANING RAGS-CH	20.98	REPAIR & MAINTENANCE SUP	101.4094.2200		38716	027843	P	684	00122
	WORK GLOVES/ETC-PW	33.07	REPAIR & MAINTENANCE SUP	101.4212.2200		38722	020009	P	684	00123
	HUMIDIFIER/ETC-CH	194.90	REPAIR & MAINTENANCE SUP	101.4094.2200		38844	027845	P	684	00127
	GLOVES/BATTERIES/ETC-WTP	82.68	REPAIR & MAINTENANCE SUP	703.4822.2200		39224	027987	P	684	00126
	LAMINATE/ETC-FD	1,186.76	REPAIR & MAINTENANCE SUP	101.4094.2200		39287	027847	P	684	00125
	POWERSTRIP-PW	17.99	REPAIR & MAINTENANCE SUP	101.4212.2200		39355	020014	P	684	00124
		1,570.55	*VENDOR TOTAL							
MILLER AUTO PLAZA	RADIO SCREEN REP #409	701.98	REPAIR & MAINTENANCE SUP	101.4212.2200		PNC605450	027920	P	684	00129
MN COPY SYSTEMS	1112-121116 PW COPIER	18.18	SERVICE CONTRACT	101.4212.4015		203972			684	00134
	1112-121116 PW COPIER	11.37	SERVICE CONTRACT	703.4825.4015		203972			684	00135
	1112-121116 PW COPIER	11.36	SERVICE CONTRACT	709.4843.4015		203972			684	00136
	1112-121116 PW COPIER	4.55	SERVICE CONTRACTS	715.4224.4015		203972			684	00137

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MN COPY SYSTEMS										
	1112-121116 PW SHOP COPY	8.00	SERVICE CONTRACT	101.4212.4015		204102			684	00130
	1112-121116 PW SHOP COPY	5.00	SERVICE CONTRACT	703.4825.4015		204102			684	00131
	1112-121116 PW SHOP COPY	5.00	SERVICE CONTRACT	709.4843.4015		204102			684	00132
	1112-121116 PW SHOP COPY	2.00	SERVICE CONTRACTS	715.4224.4015		204102			684	00133
	1112-121116 PD COPIER	66.16	PRINTING & BINDING	101.4110.3400		204152			684	00139
	1012-121116 FD COPIER	20.00	OFFICE SUPPLIES/POSTAGE	101.4120.2000		204153			684	00138
		151.62	*VENDOR TOTAL							
MN DEPT OF EMPLOYMENT EC										
	1ST QTR 2016 UNEMEPLYME	338.16	UNEMPLOYMENT	101.4110.1201		121316			684	00209
MN VALLEY TESTING LABORA										
	121416 WASTE WTR TESTS	627.48	SEWER TESTING	709.4843.4844		842762			684	00141
NELSON SANITATION & RENT										
	0822-082516 POTTY-7 ST S	44.40	RENTALS	101.4110.3800		A-18986			684	00142
NORTH CENTRAL TRUCK EQUI										
	CUTTING EDGES #415	362.64	REPAIR & MAINTENANCE SUP	101.4212.2200		235500	027903	P	684	00143
NORTHERN STATES SUPPLY I										
	BANDSAW BLADES (5)-SHOP	161.35	REPAIR & MAINTENANCE SUP	101.4212.2200		1099094	027912	P	684	00144
OERTEL ARCHITECTS										
	ARCHITECT SVC PYT #10-PW	11,400.00	ENGINEERING COSTS	443.4214.6301		10			684	00146
	ARCHITECT PYT #10-PW EXP	168.92	ENGINEERING COSTS	443.4214.6301		10			684	00147
	ARCHITECT SVC PYT #4-AMP	14,000.00	ENGINEERING COSTS	443.4214.6301		4			684	00145
		25,568.92	*VENDOR TOTAL							
PETER'S BODY SHOP INC										
	SQUAD REPAIRS #207	11,434.38	REPAIR & MAINTENANCE	101.4110.3700		3585	000488	P	684	00148
PLEASURELAND, INC.										
	2017 ENCLOSED TRAILER	3,592.00	EQUIPMENT	817.4110.5300		122216	028233	P	684	00208
RALPHS CAR TRACTOR SERVI										
	OIL CHANGE/ETC-GRASS RIG	99.00	REPAIR & MAINTENANCE	101.4120.3700		34307	027480	P	684	00149
RUSSELL/LORRAINE										
	1216 LANDSCAPE CONSULT	100.00	OTHER CONTRACTUAL SERVIC	101.4552.4070		1216			684	00150
SAVAGE JR/RICHARD J										
	1216 WEED INSPECTIONS	100.00	OTHER CONTRACTUAL SERVIC	101.4227.4070		1216			684	00151
SCHLUENZ/WILLIAM E										
	SAFETY BOOTS REIMB	189.99	UNIFORMS	101.4212.2120		121516			684	00152
SECURITY LOCKSMITHS INC										
	PAD LOCKS (12)	194.70	REPAIR & MAINTENANCE SUP	101.4212.2200		49863	027938	P	684	00153

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SEH INC										
	1116 PW FACILITY	610.00	ENGINEERING COSTS	443.4214.6301		325130			684	00218
	1116 PW FACILITY EXP	76.82	ENGINEERING COSTS	443.4214.6301		325130			684	00219
	1116 17TH AVE S PH 2	6,931.80	ENGINEERING COSTS	442.4214.6301		325546			684	00224
	1116 17TH AVE S PH 2 EXP	165.02	ENGINEERING COSTS	442.4214.6301		325546			684	00225
	1116 GRANITEVIEW ROAD	4,074.50	GENERAL ENGINEERING	101.4211.3015		325547			684	00216
	1116 GRANITEVIEW RD EXP	4.32	GENERAL ENGINEERING	101.4211.3015		325547			684	00217
	1116 AMPHITHEATER	1,504.50	GENERAL ENGINEERING	101.4211.3015		325548			684	00214
	1116 AMPHITHEATER EXP	86.40	GENERAL ENGINEERING	101.4211.3015		325548			684	00215
	1116 DIST 742	288.00	GENERAL ENGINEERING	101.4211.3015		325549			684	00226
	1116 CIP	1,446.50	GENERAL ENGINEERING	101.4211.3015		325549			684	00227
	1116 CIP EXP	4.32	GENERAL ENGINEERING	101.4211.3015		325549			684	00228
	1116 HWY 23	84.50	GENERAL ENGINEERING	101.4211.3015		325549			684	00229
	1116 GIS	84.50	GENERAL ENGINEERING	101.4211.3015		325549			684	00230
	1116 SILVER LEAF HOTELS	8,311.50	GENERAL ENGINEERING	101.4211.3015		325551			684	00212
	1116 SILVER LEAF HTL EXP	191.02	GENERAL ENGINEERING	101.4211.3015		325551			684	00213
	1116 10TH AVE OVERLAY	394.60	GENERAL ENGINEERING	101.4211.3015		325552			684	00223
	1116 RIVERS EDGE PK PH 3	858.00	ENGINEERING COSTS	434.4214.6301		325624			684	00220
	1116 PICKLEBALL COURTS	1,745.00	GENERAL ENGINEERING	101.4211.3015		325624			684	00221
	1116 PICKLEBALL CRTS EXP	3.24	GENERAL ENGINEERING	101.4211.3015		325624			684	00222
		26,864.54	*VENDOR TOTAL							
SELECT ACCOUNT										
	1216 HSA USER FEE CL	18.40	HOSPITALIZATION INSURANC	101.4051.1500		120616			684	00154
	1216 HSA USER FEE PLAN	4.00	HOSPITALIZATION INSURANC	101.4091.1500		120616			684	00155
	1216 HSA USER FEE CH	2.00	HOSPITALIZATION INSURANC	101.4094.1500		120616			684	00156
	1216 HSA USER FEE PD	72.90	HOSPITALIZATION INSURANC	101.4110.1500		120616			684	00157
	1216 HSA USER FEE BI	4.00	HOSPITALIZATION INSURANC	101.4140.1500		120616			684	00158
	1216 HSA USER FEE PW	20.84	HOSPITALIZATION INSURANC	101.4212.1500		120616			684	00159
	1216 HSA USER FEE SNOW	3.91	HOSPITALIZATION INSURANC	101.4213.1500		120616			684	00160
	1216 HSA USER FEE ST SWR	0.92	HOSPITALIZATION INSURANC	715.4224.1500		120616			684	00161
	1216 HSA USER FEE PARKS	5.10	HOSPITALIZATION INSURANC	101.4552.1500		120616			684	00162
	1216 HSA USER FEE WTR	13.53	HOSPITALIZATION INSURANC	703.4825.1500		120616			684	00163
	1216 HSA USER FEE SWR	8.50	HOSPITALIZATION INSURANC	709.4843.1500		120616			684	00164
		154.10	*VENDOR TOTAL							
SHIFT TECHNOLOGIES INC										
	1116 SERVER LEASE	972.00	OTHER CONTRACTUAL SERVIC	101.4051.4070		50429			684	00231
ST CLOUD ACQUISITION COM										
	DOT EXTINGUISHER #T6	31.50	REPAIR & MAINTENANCE	101.4120.3700		1156554	027470	P	684	00167
ST CLOUD TECHNICAL COLLE										
	07-1216 CEU TRAINING-FD	2,250.00	TRAINING/TRAVEL/HOTEL	101.4120.3200		00172178	027477	P	684	00165
ST CLOUD TIMES #1076										
	0117 SUBSCRIPTION	29.00	ADVERTISEMENTS	101.4051.3300		121516			684	00166
STEARNS COUNTY AUDITOR T										
	TITLE/REG-ENCLOSED TRAIL	264.86	MISC - TITLE FEES	817.4110.4010		122716	000496	P	684	00207

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
STEARNS COUNTY AUDITOR T	TITLE TRANS 02 FORD EXPD	19.75	MISC - TITLE FEES	817.4110.4010		15602047	000486	P	684	00168
	TITLE TRANS 01 FORD TRK	19.75	MISC - TITLE FEES	817.4110.4010		15604163	000485	P	684	00169
	TITLE TRANS 96 FORD MUST	19.75	MISC - TITLE FEES	817.4110.4010		15605816	000487	P	684	00170
		324.11	*VENDOR TOTAL							
STEARNS ELECTRIC ASSN	1116 ST LIGHT CR 6	15.95	PUBLIC UTILITY SERVICES	101.4217.3600		120516			684	00171
UNUM LIFE INSURANCE COMA	0117 LIFE PREMIUM CL	51.78	LIFE INSURANCE	101.4051.1520		121416			684	00185
	0117 LIFE PREMIUM PLAN	11.25	LIFE INSURANCE	101.4091.1520		121416			684	00186
	0117 LIFE PREMIUM CH	5.63	LIFE INSURANCE	101.4094.1520		121416			684	00187
	0117 LIFE PREMIUM PD	214.31	LIFE INSURANCE	101.4110.1520		121416			684	00188
	0117 LIFE PREMIUM BI	11.25	LIFE INSURANCE	101.4140.1520		121416			684	00189
	0117 LIFE PREMIUM PW	56.72	LIFE INSURANCE	101.4212.1520		121416			684	00190
	0117 LIFE PREMIUM SNOW	10.69	LIFE INSURANCE	101.4213.1520		121416			684	00191
	0117 LIFE PREMIUM ST SWR	2.36	LIFE INSURANCE	715.4224.1520		121416			684	00192
	0117 LIFE PREMIUM PARKS	13.60	LIFE INSURANCE	101.4552.1520		121416			684	00193
	0117 LIFE PREMIUM WTR	22.63	LIFE INSURANCE	703.4825.1520		121416			684	00194
	0117 LIFE PREMIUM SWR	16.03	LIFE INSURANCE	709.4843.1520		121416			684	00195
	0117 DIS PREMIUM CL	232.16	LIFE INSURANCE	101.4051.1520		121416			684	00196
	0117 DIS PREMIUM PLAN	48.47	LIFE INSURANCE	101.4091.1520		121416			684	00197
	0117 DIS PREMIUM CH	19.88	LIFE INSURANCE	101.4094.1520		121416			684	00198
	0117 DIS PREMIUM PD	899.48	LIFE INSURANCE	101.4110.1520		121416			684	00199
	0117 DIS PREMIUM BI	39.75	LIFE INSURANCE	101.4140.1520		121416			684	00200
	0117 DIS PREMIUM PW	212.50	LIFE INSURANCE	101.4212.1520		121416			684	00201
	0117 DIS PREMIUM SNOW	34.79	LIFE INSURANCE	101.4213.1520		121416			684	00202
	0117 DIS PREMIUM ST SWR	7.49	LIFE INSURANCE	715.4224.1520		121416			684	00203
	0117 DIS PREMIUM PARKS	48.16	LIFE INSURANCE	101.4552.1520		121416			684	00204
	0117 DIS PREMIUM WTR	103.40	LIFE INSURANCE	703.4825.1520		121416			684	00205
	0117 DIS PREMIUM SWR	68.47	LIFE INSURANCE	709.4843.1520		121416			684	00206
		2,130.80	*VENDOR TOTAL							
VEENSTRA/BRADLEY THOMAS	1216 TELEVISE MEETINGS	300.00	LOCAL ACCESS EXPENSES	101.4051.8300		1216			684	00173
	PICTURES/SVC-PW FACILITY	75.00	CONSTRUCTION COSTS	443.4214.6300		42484	020013	P	684	00172
		375.00	*VENDOR TOTAL							
VERIZON WIRELESS SERVICE	1111-121016 PD LAPTOPS	490.59	REPAIR & MAINT-TECHNOLOG	101.4110.3711		9776862227			684	00210
WSI OF MN INC	INV DIFFERENCE #11272016	72.00	REPAIR & MAINTENANCE	101.4227.3700		11272016	028232	P	684	00174
XCEL ENERGY	1104-120316 STREET LIGHT	7,071.42	PUBLIC UTILITY SERVICES	101.4217.3600		526521459			684	00179
	1103-120216 810 3 ST N	9.64	PUBLIC UTILITY SERVICES	101.4217.3600		526550074			684	00180
	1019-111916 PARKS	685.74	PUBLIC UTILITY SERVICES	101.4552.3600		526711060			684	00181

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
XCEL ENERGY										
	1117-112116 CITY GARAGES	693.39	PUBLIC UTILITY SERVICES	101.4212.3600		526729685			684	00176
	1019-112116 LIFT STATION	190.87	PUBLIC UTILITY SERVICES	709.4841.3600		526800009			684	00183
	1018-111616 TRAFF SIGNAL	541.62	PUBLIC UTILITY SERVICES	101.4216.3600		527258270			684	00177
	1028-112816 452 10 AV N	20.95	PUBLIC UTILITY SERVICES	709.4841.3600		527258270			684	00178
	1116-121916 GILLITZER	44.56	PUBLIC UTILITY SERVICES	101.4094.3600		528572142			684	00182
		9,258.19	*VENDOR TOTAL							
ZELLNER/JUD J										
	SAFETY BOOTS REIMB	147.96	UNIFORMS	101.4212.2120		122016			684	00175
ZIEGLER INC										
	QUICK COUPLERS #423	159.72	REPAIR & MAINTENANCE SUP	101.4212.2200		PC080480471	027895	P	684	00184

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Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 10

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	308,029.55						

RECORDS PRINTED - 000233

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	179,970.97
434	RIVER'S EDGE PARK/TRAIL	858.00
442	17TH AVE SOUTH	9,554.36
443	PUBLIC WORKS FACILITY	30,166.99
703	WATER FUND	5,538.28
709	SEWER FUND	77,686.77
715	STORMWATER FUND	338.07
817	DWI FORFEITURE	3,916.11
TOTAL ALL FUNDS		308,029.55

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	308,029.55
TOTAL ALL BANKS		308,029.55

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY

ACS FINANCIAL SYSTEM
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Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.03 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1016M1 COMMENT... 1016 MANUAL DISBURSEMENT

DATA-JE-ID DATA COMMENT

M-10312016-722 1016 MANUAL DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HARDRIVES INC	PYT #2-10TH AV S OVERLAY	193,902.51	CONSTRUCTION COSTS	101.4211.6300		092316			722	00020
MN DEPT OF REVENUE II	0916 HYDRANT WATER S TAX	51.11	REMITTANCE REV COL OTHER	703.4825.8100		0916			722	00014
	0916 WATER METER S TAX	39.62	REMITTANCE REV COL OTHER	703.4825.8100		0916			722	00015
	0916 MXU SALES TAX	18.66	REMITTANCE REV COL OTHER	703.4825.8100		0916			722	00016
	0916 COPIES SALES TAX	0.02	REMITTANCE REV COL OTHER	101.4051.8100		0916			722	00017
	0916 PARK RENT SALES TAX	9.58	REMITTANCE REV COL OTHER	101.4552.8100		0916			722	00018
	0916 WATER SALES TAX	48.01	REMITTANCE REV COL OTHER	703.4825.8100		0916			722	00019
		167.00	*VENDOR TOTAL							
PLAZA PARK BANK	STOP PYT FEE CK #060034	25.00	MISC - DUES	101.4051.4010		101116			722	00013
	1016 ACH FEE	35.00	FEEES FOR WIRE TRANSFERS	101.4051.4440		102616			722	00023
		60.00	*VENDOR TOTAL							
POSTMASTER (WAITE PARK)	1016 UB POSTAGE WTR	303.81	OFFICE SUPPLIES/POSTAGE	703.4825.2000		102016			722	00021
	1016 UB POSTAGE SWR	303.81	OFFICE SUPPLIES/POSTAGE	709.4843.2000		102016			722	00022
		607.62	*VENDOR TOTAL							
RIGGS/WENDY	0816 AMP CONSULT	700.00	OTHER CONTRACTUAL SERVIC	101.4051.4070		107			722	00012
SELECT ACCOUNT	1016 HSA CITY CONTRIB CL	1,912.49	HOSPITALIZATION INSURANC	101.4051.1500		1016			722	00001
	1016 HSA CITY CONTRIB PL	562.50	HOSPITALIZATION INSURANC	101.4091.1500		1016			722	00002
	1016 HSA CITY CONTRIB CH	281.25	HOSPITALIZATION INSURANC	101.4094.1500		1016			722	00003
	1016 HSA CITY CONTRIB PD	10,153.13	HOSPITALIZATION INSURANC	101.4110.1500		1016			722	00004
	1016 HSA CITY CONTRIB BI	562.50	HOSPITALIZATION INSURANC	101.4140.1500		1016			722	00005
	1016 HSA CITY CONTRIB PW	3,144.28	HOSPITALIZATION INSURANC	101.4212.1500		1016			722	00006
	1016 HSA CITY CONTRIB SN	596.28	HOSPITALIZATION INSURANC	101.4213.1500		1016			722	00007
	1016 HSA CITY CONTRIB SS	168.78	HOSPITALIZATION INSURANC	715.4224.1500		1016			722	00008
	1016 HSA CITY CONTRIB PK	793.13	HOSPITALIZATION INSURANC	101.4552.1500		1016			722	00009
	1016 HSA CITY CONTRIB WT	1,558.13	HOSPITALIZATION INSURANC	703.4825.1500		1016			722	00010
	1016 HSA CITY CONTRIB SW	1,080.03	HOSPITALIZATION INSURANC	709.4843.1500		1016			722	00011
		20,812.50	*VENDOR TOTAL							

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Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 2

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	216,249.63						

RECORDS PRINTED - 000023

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	212,677.67
703	WATER FUND	2,019.34
709	SEWER FUND	1,383.84
715	STORMWATER FUND	168.78
TOTAL ALL FUNDS		216,249.63

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	216,249.63
TOTAL ALL BANKS		216,249.63

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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01/05/2017 14:31:53

Schedule of Bills

CITY OF WAITE PARK
GL050S-V08.03 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1016M2 COMMENT... 1016 SR CTR DISBURSEMENT

DATA-JE-ID DATA COMMENT

M-10312016-723 1016 SR CTR DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

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Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 1

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
CARD SERVICES							
FOOD/STORAGE BAGS-SR CTR	30.68	EXPENSES APPROVED BY COU	603.4825.4451		675074	000386 P	723 00001
SAM'S CLUB/SYNCHRONY BAN							
PAPER PROD/SNACKS-SR CTR	110.93	EXPENSES APPROVED BY COU	603.4825.4451		8000LL01TBPYXL	000380 P	723 00002

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Schedule of Bills

CITY OF WAITE PARK
GL540R-V08.03 PAGE 2

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
REPORT TOTALS:	141.61								

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Schedule of Bills

CITY OF WAITE PARK
GL060S-V08.03 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
603	SENIOR CENTER FUND	141.61
TOTAL ALL FUNDS		141.61

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	141.61
TOTAL ALL BANKS		141.61

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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Agenda Item No. 5

Issue: Administrator Update

Updates will be presented at the time of the meeting.

ADJOURNMENT

Respectfully submitted,

Shaunna Johnson, Administrator

January 9, 2017