

**CITY COUNCIL REGULAR MEETING AGENDA**

April 17, 2017

7:00 PM

**1. CALL TO ORDER 7:00 PM**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVE AGENDA**

**5. ANNOUNCEMENTS / COMMENDATIONS**

- (a) Appointment and Swearing In of New City Councilmember

**6. CITIZEN COMMENTS / RESPONSES TO COMMENTS**

(This time is reserved for citizen comments regarding non-agenda items. No official action can be taken on these items. Speakers are limited to five minutes to address the city council during citizen comment time.)

**7. CONSENT AGENDA**

- (a) Approve Minutes of the April 3, 2017 City Council Meeting-Administration
- (b) Approve Minutes of the April 3, 2017 City Council Work Session-Administration
- (c) Approve Minutes of the April 10, 2017 City Council Work Session-Administration
- (d) Approve Cancellation of the July 3, 2017 City Council Meeting-Administration
- (e) Approve Third Amendment to Downtown Liquor Store Lease-Administration
- (f) First Quarter 2017 New Construction Report and Population Estimate-Community Development
- (g) Adopt Ordinance Amending Section 10-5-14 (Downtown Business) B-2 Zoning District as it Relates to Lot Area and Lot Width Requirements-Community Development
- (h) Adopt Ordinance Amending Section 10-5-15 (Heavy Business) B-3 Zoning District to Conditionally Allow Warehousing Facilities-Community Development
- (i) Approve Out of State Training-Parks
- (j) Acknowledge Resignation Engineering-Human Resources
- (k) Acknowledge Resignation Engineering-Human Resources
- (l) Appointment Recommendation Liquor Operations-Human Resources
- (m) Approve Bills-Finance

**REGULAR AGENDA**

**8. PUBLIC HEARINGS**

**9. AWARD OF CONTRACT**

**10. PETITIONS, REQUESTS AND COMMUNICATIONS**

- (a) 2016 Community Development Annual Report
- (b) Investment Review
- (c) 2016 Draft Financial Statements Review

**11. UNFINISHED BUSINESS**

**12. NEW BUSINESS**

- (a) 2016/2017 City Council Priorities Update

**13. CITY COUNCIL ROUNDTABLE**

**14. ADJOURN**

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# City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 - Fax 651.280.6899  
[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Appointment and Swearing In of New City Councilmember  
**DATE:** April 17, 2017

## **INTRODUCTION**

The city council will appoint a new member to fill a vacancy that exists on the city council.

## **DISCUSSION**

A vacancy has existed on the city council since early March 2017. The city council accepted applications for the vacant seat and interviewed all nine applicants who applied.

The city council will vote to appoint a new member to the city council at the meeting.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

A motion should be made to appoint one of the nine applicants to the city council.

Once a new member is appointed to the city council the city administrator will administer oath of office to the newly appointed member.



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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Approve Minutes of the April 3, 2017 City Council Meeting-Administration  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached for your review are the minutes of the April 3, 2017 city council meeting.

## **DISCUSSION**

NA

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Approve the minutes of the April 3, 2017 city council meeting.

## **ATTACHMENTS:**

Type	Description
□ Backup Material	April 3, 2017 City Council Meeting

**CITY OF FARMINGTON  
CITY COUNCIL MINUTES  
REGULAR MEETING  
APRIL 3, 2017**

**1. Call to Order**

Mayor Larson called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

Mayor Larson led those in attendance in the Pledge of Allegiance.

**3. Roll Call**

Present-Larson, Craig, Bartholomay and Donnelly

Absent-None

Staff Present-Administrator McKnight, Finance Director Hanson, Community Development Director Kienberger, Public Works Director Gehler, Parks and Recreation Director Distad, Planning Manager Wippler, Human Resources Director Wendlandt and Attorney Jamnik.

**4. Agenda**

Motion by Bartholomay, second by Donnelly, to approve the agenda as presented. APIF, motion carried.

**5. Announcements/Commendations**

- a) Mayor Larson proclaimed April 22, 2017 as Earth Day in Farmington.
- b) Mayor Larson proclaimed April 28, 2017 as Arbor Day in Farmington.
- c) Administrator McKnight shared with the city council that the Fire Relief Association has donated \$30,000 to the Farmington Fire Department. These dollars will be used for future equipment purchases and to supplement special projects. Over the past four years these donations have totaled over \$150,000.

Motion by Bartholomay, second by Craig, to adopt resolution R19-2017 accepting the donation of \$30,000 from the Farmington Fire Relief Association. APIF, motion carried.

**6. Citizen Comments**

None

## **7. Consent Agenda**

Motion by Craig, second by Donnelly, to approve the consent agenda:

- a) Approve Minutes of the March 20, 2017 City Council Meeting-Administration
  - b) Approve Minutes of the March 20, 2017 City Council Work Session-Administration
  - c) Approve Janitorial Cleaning Services Agreement-Parks
  - d) Approve Agreement with Marschall Lines, Inc. to Provide Bus Service for 2017 Swim Bus Program-parks
  - e) Adopt Resolution R20-2017 Accepting Swim Bus Program Donations from Marschall Lines, Inc.-Parks
  - f) Adopt Resolution R21-2017 Accepting Donation to the Rambling River Center-Parks
  - g) Adopt Resolution R22-2017 Accepting Donation to the Rambling River Center-Parks
  - h) Adopt Resolution R23-2017 Appointing a Well Head Protection Manager-Engineering
  - i) Approve LED Lighting Phase II Project-Engineering
  - j) PULLED
  - k) Adopt Resolution R24-2017 Approving Gambling Permit for St. Michael's Church-Community Development
  - l) Approve Temporary On-Sale Liquor License for St. Michael's Church-Community Development
  - m) Approve Purchase of Vehicle for Fleet Services-Municipal Services
  - n) Approve Purchase of Vehicle and Compartment Body for Buildings-Municipal Services
  - o) Adopt Resolution R25-2017 Declaring Surplus Property-Municipal Services
  - p) Appointment Recommendation Information Technology-Human Resources
  - q) PULLED
  - r) Approve Seasonal Hiring-Human Resources
  - s) Adopt Resolution R26-2017 Declaring Surplus Property-Fire
  - t) Adopt Resolution R27-2017 Declaring Surplus Property-Fire
  - u) Approve 2016 Interfund Transfers-Finance
  - v) Approve Bills-Finance
- APIF, motion carried.

Councilmember Craig pulled item 7J- Adopt Ordinance 2017-724 Amending the City Code as it Relates to the Elimination of the Heritage Preservation Commission-Community Development for continued discussion at a future meeting.

Human Resources Director Wendlandt pulled item 7Q- Appointment Recommendation Liquor Operations-Human Resources.

## **8. Public Hearings**

None

## **9. Award of Contract**

**a) 2040 Comprehensive Plan Contract**

Planning Manager Wippler stated that every ten years each city in the seven county metro area must update their comprehensive plan. This plan establishes a vision for the community, serves as a compass or resource guide for the development of the community and reflects regional policies and important goals and objectives.

A request for proposal was issued at the end of January and the city received three qualified and competitive proposals. A review group consisting of city staff was assembled to rank and ultimately recommend a firm to assist the city in updating the comprehensive plan.

City staff is recommending that a contract be approved with Hoisington Kogler Group, Inc. for this work.

Councilmember Donnelly asked what stood out about this firm. Wippler responded their staff knowledge and their public engagement process.

Councilmember Bartholomay asked where this bid came in compared to the other bids received. Wippler responded in the middle of the three.

Mayor Larson stated he was comfortable with the familiarity of the Hoisington group with the city.

Motion by Bartholomay, second by Craig, to approve a contract with Hoisington Kogler Group, Inc. in the amount of \$54,000 to assist in the preparation of the city's 2040 comprehensive plan. The funding for this project will come from a local planning assistance grant (\$32,000), the community development/planning budget (\$18,500) and the economic development authority budget (\$3,500). APIF, motion carried.

**10. Petitions, Requests and Communications**

**a) Vermillion River Streambank Stabilization and Habitat Restoration Project in Rambling River Park**

Parks and Recreation Director Distad informed the city council that the city partnered with the Vermillion River Watershed Joint Powers Organization to apply for a Metro Conservation Partners Legacy Grant for the Vermillion River Streambank Stabilization and Trout Improvement Project within Rambling River Park. The grant application was driven primarily by the need to address erosion that has been occurring along the Vermillion River bank causing the channel to move closer to the existing trails in the park.

The project was grant funded and planning for the project is well underway. The work that will be performed this summer will accomplish many goals but will also cause the trail to be closed in the park sometime between July and August.

The city is responsible for the cost of reconstructing the trail as a part of the project. The estimated cost of this work is \$29,388. These funds will come from the unanticipated revenue that was received in the general fund budget in 2016.

Mayor Larson asked city staff to emphasize this project and the closing of the trail on city social media accounts and to send a notice to the sportsmen's clubs who fish the river.

## **11. Unfinished Business**

None

## **12. New Business**

### **a) Emerald Ash Borer Management Plan**

Public Works Director Gehler presented the Emerald Ash Borer (EAB) Management Plan for city council consideration. The city council has been discussing this issue over the past year including most recently at the March 13, 2017 city council work session. City staff reviewed the history, potential impacts and current status of EAB.

Gehler discussed removal and treatment options, a homeowners program and costs associated with EAB. The 2017 budget includes \$10,000 to begin treatment on good quality trees. Further discussion and planning will be necessary during the budget development process to continue funding EAB treatment and removal.

Councilmember Bartholomay asked about opportunities to work with other cities. Gehler shared that at this point there is not as much cost savings on treatment programs working with other cities but we would continue to monitor these opportunities.

Councilmember Craig asked how the city would advertise this issue. Gehler stated that vendors will share their knowledge with potential customers.

Motion by Bartholomay, second by Donnelly, to adopt the Emerald Ash Borer Management Plan. The plan includes education and outreach in 2017, removal of poor quality ash trees starting winter 2017-2018, treatment of good and fair quality trees over 15 inches DBH and a homeowner treatment program. APIF, motion carried.

### **b) Approve Street and Trail Maintenance Services Being Done Under the South Metro Joint Powers Agreement**



Public Works Director Gehler shared with the city council the bids recently received by the City of Burnsville for the South Metro Cities Joint Powers Agreement for Street Maintenance Services (South Metro JPA) for 2017. The proposed maintenance services include seal coating streets, crack sealing streets and fog sealing trails.

Seal coating prices increased this year by 2.8% (\$1.07 to \$1.10 per square yard) likely due to increased oil prices. Crack sealing decreased by 11.6% (\$0.43 to \$0.38 per lineal foot) likely due to contractor's motivation to win the contract. The cost of seal coating, crack sealing and the administrative fee will be paid for using money from the city maintenance fund for seal coating. Since 2012 the city has been budgeting \$350,000 per year for this purpose. This fund is reviewed in seven year increments and appears to be solid financial position for the period that ends after 2018.

Prices for bituminous fog sealing of trails increased 1.1% (\$0.03 more per gallon) likely due to increased oil prices. The cost for fog sealing and the administrative fee will be paid for using money from the city's trail maintenance fund. City staff will also perform crack sealing on trails.

Councilmember Bartholomay thanked staff for their work on this issue.

Mayor Larson asked when this work would start. Gehler stated that it all depends on contracts and approvals by all the cities.

Motion by Bartholomay, second by Craig, to approve street and trail maintenance services being done under the South Metro Joint Powers Agreement contracts for 2017. APIF, motion carried.

### **13. City Council Roundtable**

Donnelly-Reminded residents the deadline to apply for the vacant city council seat is tomorrow.

Bartholomay-Welcome our newest IT employee.

McKnight-Shared with the city council that spring fire hydrant flushing will begin on Monday, April 10, 2017 and will take approximately two weeks to complete.

Larson-Reminded residents of a wine tasting at Celts on April 6, 2017, shared that the liquor stores are accepting donations for the police K9 program and encouraged residents to shop local.

### **Adjourn**

Motion by Bartholomay, second by Donnelly, to adjourn the meeting at 7:35 p.m. APIF, motion carried.

Respectfully Submitted

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David McKnight, City Administrator



# City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Approve Minutes of the April 3, 2017 City Council Work Session-Administration  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached for your review are the minutes from the April 3, 2017 city council work session.

## **DISCUSSION**

NA

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Approve the minutes of the April 3, 2017 city council work session.

## **ATTACHMENTS:**

Type	Description
▣ Backup Material	April 3, 2017 City Council Work Session Minutes

**CITY OF FARMINGTON  
CITY COUNCIL MINUTES  
WORK SESSION  
APRIL 3, 2017**

Mayor Larson called the work session to order at 6:00 p.m.

**Roll Call**

Present-Larson, Bartholomay, Donnelly and Craig  
Staff Present-Administrator McKnight and Finance Director Hanson

**Agenda**

Motion by Donnelly, second by Craig, to approve the agenda. APIF, motion carried.

**2016 Interfund Transfers Review and Expenditures Discussion**

Finance Director Hanson reviewed the proposed 2016 transfers between funds that occur on an annual basis. The reasons for transfers vary and include long term funding strategies, cash flow, saving money over several years for a large purchase, annual liquor store community investments, administrative transfers and unanticipated issues that arise each year.

In addition to these types of transfers, the 2016 year end budget results offered another opportunity to potentially dollars to projects and/or future year tax relief.

The proposed transfers were reviewed by the city council.

Councilmembers had a number of questions on the annual and 2016 positive budget result proposed transfers. After much discussion the consensus of the city council was to move forward with the transfers as proposed by city staff.

**City Administrator Update**

Administrator McKnight discussed the schedule for upcoming city council interviews. At this point the city council is set to interview candidates on Monday, April 10, 2017 and Thursday, April 13, 2017.

McKnight reminded city councilmembers of a resident concerned raised at the end of 2016 in regards to the city having no ordinance in place requiring residents to pick up dog waste in yards. The city council directed staff to inquire with the police chief to see if this is something that is covered under littering laws.

McKnight reminded the city council that their first meeting in July is scheduled for Monday, July 3, 2017. It was the consensus of the city council to cancel that meeting and have the administrator decided closer to that timeframe if the meeting should be rescheduled.

### **Adjourn**

Motion by Bartholomay, second by Craig, to adjourn the meeting at 6:42 p.m.

Respectfully Submitted

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David McKnight, City Administrator



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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Approve Minutes of the April 10, 2017 City Council Work Session-Administration  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached for your review are the minutes from the April 10, 2017 city council work session.

## **DISCUSSION**

NA

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Approve the minutes of the April 10, 2017 city council work session.

## **ATTACHMENTS:**

Type	Description
☐ Backup Material	April 10, 2017 City Council Work Session Minutes

**CITY OF FARMINGTON  
CITY COUNCIL MINUTES  
WORK SESSION  
APRIL 10, 2017**

Mayor Larson called the work session to order at 5:00 p.m.

**Roll Call**

Present-Larson, Bartholomay, Donnelly and Craig  
Staff Present-Administrator McKnight

**City Council Candidate Interviews**

The city council interviewed the first group of applicants for the vacant city council position. Those interviewed included:

Rob Carpentier  
Trina Greene  
Brian Treakle  
Christy Fogarty  
Mitch Snobeck

**Adjourn**

Mayor Larson adjourned the meeting at 8:40 p.m.

Respectfully Submitted

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David McKnight, City Administrator



# City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Approve Cancellation of the July 3, 2017 City Council Meeting-Administration  
**DATE:** April 17, 2017

## **INTRODUCTION**

The first regularly scheduled city council meeting in July is scheduled for Monday, July 3, 2017.

## **DISCUSSION**

The city council has discussed canceling and/or rescheduling the July 3, 2017 meeting due to the July 4th holiday occurring the following day.

At the April 3, 2017 city council work session you expressed your desire to cancel this meeting and leave it up to the city administrator on whether a city council meeting needs to be scheduled for another date.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Make a motion to cancel the Monday, July 3, 2017 city council meeting and authorize the city administrator to make the decision on potentially rescheduling this meeting once we are closer to that date.





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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** Approve Third Amendment to Downtown Liquor Store Lease-Administration  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached for your review and consideration is a proposed third amendment to the downtown liquor store lease between the City of Farmington and City Center Development, LLC.

## **DISCUSSION**

The city has leased space from City Center Development, LLC for our downtown liquor store since 2005. The original lease was a seven year lease from 2005 through 2012. The two parties amended the agreement in 2005 to add additional space to the lease. The agreement was amended again in 2012 to extend the lease for five years through July 31, 2017.

The attached proposed third amendment to the lease includes an additional two years (August 1, 2017 through July 31, 2019) and provides an option for a third year (August 1, 2019 through July 31, 2020).

The proposed rent for years one and two is \$16.50 per square foot which is a 6.5% increase over the \$15.50 per square foot we are paying in the final year of the second amendment to the original contract. The potential third year of this lease amendment would have a lease rate of \$17.50 per square foot.

## **BUDGET IMPACT**

The proposed lease rate increase of \$1.00 per square foot will increase our annual rent by \$6,250 per year. The total rent will increase from \$96,875 annually to \$103,125 annually. These costs do not include our share of the common area costs.

These increased lease rates will be incorporated into future liquor store budgets.

## **ACTION REQUESTED**

Ask any questions you may have on the proposed third amendment to the liquor store lease. Once all of your questions are answered city staff recommends that a motion be made to approve the Amendment to Shopping Center Lease Agreement between the City of Farmington and City Center Development, LLC.

## **ATTACHMENTS:**

Type	Description
□ Contract	Third Amendment to Lease
□ Contract	Original Lease and First and Second Amendments

## **AMENDMENT TO SHOPPING CENTER LEASE AGREEMENT**

This **AMENDMENT TO SHOPPING CENTER LEASE AGREEMENT** ("Amendment") is entered into, by and between the **CITY OF FARMINGTON**, a Minnesota municipal corporation, ("Tenant") and **CITY CENTER DEVELOPMENT, LLC**, a Minnesota limited liability company, ("Landlord").

### **RECITALS:**

**WHEREAS**, the Tenant and Landlord entered into a "Shopping Center Lease Agreement" dated as of January 19, 2005, as amended by the First Amendment to Shopping Center lease Agreement dated June 6, 2005 and a second Amendment dated July 16, 2012 (collectively, the "Lease"); and

**WHEREAS**, the Tenant desires to extend the Lease for an additional two years with an option to renew and to set the rates accordingly; and

**WHEREAS**, the Landlord agrees to an extension of the Lease and an option to renew;

**NOW, THEREFORE**, in consideration of the terms, covenants and conditions herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Landlord and Tenant, the Landlord and the Tenant agree that the Lease is hereby modified and amended as follows:

**1. Amendment to Paragraph 2.** Paragraph 2 of the Lease is amended to extend the Lease through July 31, 2019.

**2. Amendment to Paragraph 3.** Paragraph 3(a) of the Lease is amended to include Base Rent for the extended Lease as follows:

(a) Monthly Base Rent

Years 13 and 14 (August 1, 2017 – July 31, 2019):	\$16.50/sf
\$8,593.75	

**3. Amendment to Exhibit C.** Exhibit C of the Lease is amended as attached hereto.

**4. Lease Terms.** Except as specifically modified or amended by this Amendment, the City and Tenant agree that all of the terms and conditions of the Lease are in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the day and year first above written.

*[The remainder of this page has been intentionally left blank. Signature pages follow.]*

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Todd Larson, Mayor

By: \_\_\_\_\_  
David McKnight, City Administrator

**CITY CENTER DEVELOPMENT, LLC**

By: \_\_\_\_\_  
Thomas B. Wartman, Its Chief Manager

THIS INSTRUMENT WAS DRAFTED BY:  
Campbell, Knutson  
Professional Association  
Grand Oak Office Center I  
860 Blue Gentian Road, Suite 290

Eagan, MN 55121  
Telephone: (651) 452-5000  
AMP

### **EXHIBIT C**

If the Tenant is not in default in any of the terms and conditions of the Lease Agreement, Tenant shall have the right to extend the Term of this Lease for a one (1) year additional period (the "Renewal Term"), by giving the Landlord notice of its exercise of Tenant's option to renew at least one hundred eighty (180) days prior to the expiration of the above term. The Monthly Base Rent for the Renewal Term shall be \$17.50 per square foot.

## SHOPPING CENTER LEASE AGREEMENT

THIS LEASE AGREEMENT, is made and entered into on Jan. 19, 2005, by and between City Center Development, LLC (hereinafter referred to as "Landlord") a Minnesota limited liability company, and the City of Farmington ("Tenant").

### 1. LEASED PREMISES; TENANT ALLOWANCE.

(a) In consideration of the rents, covenants and agreements herein contained, the Landlord hereby leases to Tenant, and Tenant leases from Landlord the premises ("Leased Premises") described in Exhibit A, attached and hereby made a part hereof, consisting of approximately 5,000 rentable square feet and situated on property legally described as "Lot 2, Block 1, Farmington City Center, Second Addition, in the City of Farmington, County of Dakota, State of Minnesota, hereinafter defined as the "Shopping Center" and depicted in Exhibit A-1. Measurements of the leased premises shall be from the outside of exterior walls to the center line of the demising wall.

(b) Within thirty (30) days after full execution of this agreement, Tenant shall provide Landlord with its initial space plan and other information as may be necessary for the completion of the landlord's work. The Landlord will, at its cost and expense, prepare the Leased Premises in accordance with plans and specifications prepared by Landlord and Landlord's architect, incorporating in such construction only those items of work described as landlord's work in Exhibit B (the Landlord's Work). Any equipment or work, other than those items specifically set forth within Exhibit B, which the Landlord installs or constructs within the Leased Premises on behalf of the Tenant, at the Tenant's request and in accordance with the Tenant's plans, shall be paid for in advance by the Tenant upon receipt of a bill therefore at cost, plus a general contractor fee not exceeding 15% of such costs. Any roofing penetrations must be made by Landlord's roofing contractor, at Tenant's cost.

(c) The Landlord is providing a tenant allowance in the amount not to exceed \$40,000 to be applied to the costs of tenant improvements to the Leased Premises. Tenant agrees to use Landlord or Landlord's contractor in construction of tenant's improvements. Any costs in excess of \$40,000 for the tenant's improvements will be paid by Tenant within ten (10) days after receipt of an invoice from the Landlord to Tenant.

2. TERM. Unless terminated earlier as provided herein, the term of this Lease Agreement shall commence on the earlier of (a) August 1, 2005 or (b) ten (10) days after the Leased Premises are substantially completed as determined by the issuance of a certificate of occupancy from the applicable governmental authority and possession is turned over to Tenant ("Effective Date"). The term of the Lease Agreement shall be for seven years from the Effective Date. In the event the Effective Date is other than the first day of a month, the Effective Date shall be deemed to be the first day of the month following the partial month. The Tenant has the option to extend the Term by exercising the option ("Option") set forth in Exhibit C.

3. BASE RENT; ADDITIONAL RENT. Starting on the Effective Date Tenant agrees to pay to Landlord, without demand, at its office at City Center Development LLC, 28120 Boulder Bridge Drive, Excelsior, MN 55331, or at such other place as Landlord may from time to time designate in writing, on the days and in the manner herein prescribed, base rent ("Base Rent") and other rent for the Leased Premises as set forth in this Lease Agreement ("Additional Rent"). Base Rent and Additional Rent are collectively referred to as "Rent".

All Base Rents shall be payable on or before the first day of each calendar month during the Term. Partial months at the commencement and termination of this Lease Agreement to be prorated based on the number of days the Lease Agreement is in effect during the month.

#### (a) Monthly Base Rent.

Tenant shall pay monthly Base Rent as follows:	Years 1 and 2:	\$ 7,500.00
	Years 3 and 4:	\$ 7,916.67
	Years 5 and 6:	\$ 8,333.33
	Year 7	\$ 8,750.00

#### (b) Common Area.

(i) Common Area. The term "Common Area" means the entire areas designated for common use or benefit within the property limits of the Shopping Center, including but not by way of limitation, parking lots, areaways, roads, walks, curbs, corridors, together with public facilities such as washrooms, and loading docks. Said Common Area may be expanded or changed by Landlord from time to time as deemed desirable, provided such change does not decrease or impede either the access or visibility of the Leased Premises. Subject to reasonable rules and regulations to be promulgated by Landlord, the public portions of the Common Area are hereby made available to Tenant and its employees, agents, customers and invitees for reasonable use in common with other tenants, their employees, agents, customers, invitees and Landlord.

(ii) Common Area Operating Expenses. Landlord's annual accounting of the costs and expenses of maintaining



and operating the Common Area ("Common Area Operating Expenses") shall be open to inspection by the Tenant. For purposes of this Section, the operating year shall be each period of twelve (12) consecutive calendar months ending December 31<sup>st</sup>. The Common Area Operating Expenses include those expenses incurred by the Landlord in maintaining and operating the Common Areas in a manner deemed by Landlord as reasonable, appropriate and for the best interests of the tenants of said Shopping Center, including, without limitation, all expenses of operations, repair, maintenance, lighting, cleaning, painting, snow removal, ice removal, rubbish, garbage and other debris removal, security, the cost of personnel to implement such services and police the common areas, property and commercial general liability insurance coverage premiums, worker's compensation insurance premiums, and premiums for other insurance as reasonably determined by Landlord to be appropriate, and all expenses associated with the repair or replacement of paving, curbs, pylon signs, common area signs, walkways, common area doors, roofing, HVAC systems (except HVAC systems for the Leased Premises that are the responsibility of the Tenant pursuant to Section 8), landscaping, drainage and lighting facilities, plus a fair market management fee, which fee shall be five percent (5%) of gross collected Rents. Common Area Operating Expenses also include all real estate taxes and special assessments due and payable during the Term.

Notwithstanding the foregoing, Common Area Operating Expenses shall not include the following:

(A) Depreciation, interest (except as set forth below with respect to amortization of capital improvements) and amortization on mortgages, and other debt costs or ground lease payments, if any; legal fees in connection with leasing, tenant disputes or enforcement of leases; real estate brokers' leasing commissions; improvements or alterations to tenant spaces; the cost of providing any service directly to and paid directly by any tenant; any costs expressly excluded from Common Area Operating Expenses elsewhere in this Lease Agreement; costs of any items to the extent Landlord receives reimbursement from insurance proceeds or from a third party (such proceeds to be deducted from Common Area Operating Expenses in the year in which received); and

(B) Capital expenditures except for: (a) the costs of any capital improvements, equipment or devices installed or paid for by Landlord (1) required or desired for the health and safety of tenants and occupants, (2) to conform with any change in public laws, ordinances or government regulations, whether federal, state, local, or municipal, rules, regulations or requirements of any governmental or quasi governmental authority having jurisdiction not applicable to the building as of the date of original construction or of the board of fire underwriters or similar insurance body, or (3) to effect a labor saving, energy saving or other economy, amortized over the useful life of such capital improvement, equipment or device; and

(C) Repairs or other work occasioned by fire, windstorm or other casualty of an insurable nature or by the exercise of the right of eminent domain; Landlord's costs of electricity and other services sold to tenants and for which Landlord is entitled to be reimbursed by tenants as an additional charge or rental over and above the basic rent payable under the lease with such tenant; costs incurred due to violation by Landlord or any tenant of the terms and conditions of any lease; overhead and profit increment paid to subsidiaries or affiliates of Landlord for services on or to the real property, to the extent only that the costs of such services exceed competitive costs of such services were they not so rendered by a subsidiary or affiliate; Landlord's general limited liability company overhead; any compensation paid to clerks, attendants, or other persons in commercial concessions operated by Landlord; all items and services for which Tenant reimburses Landlord or pays third persons; advertising and promotional expenditures; and any costs, fines, interest or penalties incurred or imposed relating to any taxes or due to violations by Landlord of any governmental rule or authority.

(iii) Tenant's Common Area Operating Charge. Tenant shall pay as Additional Rent Tenant's proportionate share of the Common Area Operating Expenses as herein provided ("Tenant's Common Area Operating Charge"). Tenant shall pay Tenant's Common Area Operating Charge in the manner set forth in Section 3(b)(iv) and 3(b)(v). Tenant's proportionate share shall be computed in the ratio to which the total rentable floor area of the Leased Premises bears to the total floor area of the rentable space in the building of which the Leased Premises are a part. No deduction or exclusion from the total floor area of the Leased Premises shall be made by reason of columns, stairs or other interior construction requirements or equipment. In the event of any increase or decrease in total rentable space, Tenant's proportionate share ratio shall be recomputed as of the next January 1st following such increase or decrease and the new ratio so computed shall determine the Tenant's Common Area Operating Charge in said year and thereafter.

(iv) Monthly Tenant's Common Area Operating Charge. On or before the first day of each calendar month during the Term, the Tenant shall pay 1/12<sup>th</sup> of the estimated Tenant's Common Area Operating Charge ("Monthly Tenant's Common Area Operating Charge"). On or before the Effective Date, Landlord shall notify the Tenant of the estimated Monthly Tenant's Common Area Operating Charge for the Tenant for the current operating year. Thereafter, sometime after the start of each subsequent operating year, as soon as Landlord is able to project the costs and expenses Landlord shall notify the Tenant of the estimated Common Area Operating Expenses for the operating year and commencing with the first day of the next calendar month of this Lease Agreement following the date Landlord provides Tenant with such estimate and on the first day of each month thereafter Tenant shall pay the new

estimated Monthly Tenant's Common Area Operating Charge. (Partial months at the commencement and termination of this Lease Agreement to be prorated based on the number of days the Lease Agreement is in effect during the month.)

- (v) Final Annual Accounting. Sometime after the end of the initial operating year and each succeeding operating year, Landlord shall compute the Common Area Operating Expenses for the operating year allocable to all tenants. If the Tenant's Common Area Operating Charge exceeds the sum of the Monthly Tenant's Common Area Operating Charges for the same operating year already paid by the Tenant, Tenant shall pay such excess to Landlord within thirty (30) days of demand. If the Tenant's Common Area Operating Charge is less than the sum of the Monthly Tenant's Common Area Operating Charges for the same operating year already paid by the Tenant, Landlord shall credit said amount to the next succeeding payment due from Tenant. If the Lease Agreement terminated during the operating year, the Tenant's Common Area Operating Charge shall be prorated based the number of days the Lease Agreement is in effect during the operating year.
4. BUSINESS USE. The Leased Premises shall be used and occupied by Tenant for a liquor store and for no other purposes without the prior written consent of Landlord and such use and occupancy shall be in compliance with all applicable laws, ordinances and governmental regulations.
5. NON-DISTURBANCE. It is understood that Tenant's occupancy of the Leased Premises shall not be disturbed, if Tenant is not in default under any terms and conditions of this Lease Agreement.
6. SUBORDINATION. Tenant agrees that this Lease Agreement shall be subordinate to any mortgages that may hereafter be placed upon said Shopping Center and to all advances to be made thereunder, and to the interest thereon and all renewals, replacement and extensions thereof. Tenant shall execute and deliver whatever instruments as may be required for the above purposes.
7. CARE OF THE PREMISES. Tenant shall, at its expense, keep the Leased Premises, including show windows, signs and loading platform used by it, in a clean, safe and sanitary condition, in conformance with applicable laws and regulations; keep the front entry way and loading areas adjacent to the Leased Premises free of debris, ice and snow; store in rat-proof receptacles and remove regularly all trash and garbage; replace broken glass in exterior and interior windows and doors with glass of same quality and, on Landlord's request, remove any encroachments maintained on any public place without Landlord's written consent. Without such written consent, Tenant shall not mark, drill; deface, injure, waste, damage, or alter the Leased Premises; conduct business so as to constitute a nuisance to other tenants or occupants; overload any floor facility; make any structural alterations except as provided in this Lease Agreement, erect any antenna's on any building roofs, discharge or deposit any substance in plumbing facilities or use the same for any purpose other than that for which constructed.
8. REPAIRS.
- (a) Landlord's Repair Responsibilities. Landlord shall maintain in good repair, reasonable wear and tear and casualty excepted, all parts of the Common Area, the exterior of the Shopping Center building and all structural elements of the building, including footings, foundation walls and roof, making all necessary repairs and replacements, whether ordinary or extraordinary, structural or non-structural. Tenant shall immediately give Landlord written notice (the "Repair Notice") of any defect or need for such repairs, and after receipt of such written notice from Tenant, Landlord shall have a reasonable opportunity to repair the same or cure such defect. The terms "walls", as used in this Paragraph, shall not include windows, glass or plate glass, doors, special store fronts or office entries.
- If Landlord shall fail to make any repair to the Leased Premises or any area of the Shopping Center outside the Leased Premises, which is required to be made by Landlord under this Lease Agreement either within ten (15) days after receipt of written notice (the "Fail to Repair Notice") from Tenant of such failure or, if such repair cannot reasonably be completed within such ten (15) day period after receipt of the Fail to Repair Notice and if the condition that is the subject of such proposed repair has a material adverse impact on the routine conduct of Tenant's business in the Leased Premises, then Tenant shall have the right to make the repair and offset the reasonable, verifiable and direct cost thereof against the Base Rent next coming due under this Lease Agreement; provided that the foregoing right of offset shall be subject to the following terms and conditions:
- (i) The foregoing offset right shall not be available with respect to any repairs required or desired in connection with any condemnation, casualty or other insured event;
  - (ii) Landlord shall not be construed to have failed to proceed with due diligence to the extent that any such failure is due to reasons of force majeure or delays caused by Tenant;
  - (iii) The foregoing offset right shall not be applicable with respect to any "lost profits" or other consequential damages or losses that Tenant may incur or allege in connection with any such condition or failure to repair;

- (iv) The Repair Notice and Fail to Repair Notice shall state with specificity the nature and extent to each item of repair that Tenant believes should be performed, Tenant's good faith estimate of the cost thereof, and the potential amount of offset; and
- (v) Any offset effected hereunder shall be exercised through the delivery of written notice to Landlord specifying the amount of the offset and including, as attachments, copies of all invoices or other source documents reasonably necessary to verify the costs underlying such offset, which notice shall be delivered on or before the date that the Base Rent offset is otherwise due.

(b) Tenant's Repair responsibilities. Except as otherwise provided in this Section, Tenant shall keep the Leased Premises, including the HVAC systems and other utilities providing services to the Leased Premises, at all times in good order, condition and repair at Tenant's own expense and in accordance with all laws, directions, rules and regulations of regulatory bodies or officials having jurisdiction in that regard, subject however, to the provisions of Section 10 hereof. Notwithstanding the foregoing, if HVAC system repairs will cost more than fifty percent (50%) of the replacement cost of the HVAC system, then Landlord shall replace or repair the HVAC system and the cost shall be considered a Common Area Operating Expense. If Tenant refuses or neglects to commence repairs within ten (15) days after written demand, or adequately to complete such repairs, Landlord may make such repairs without liability to Tenant for any loss or damage that may accrue to Tenant's stock or business by reason thereof, and if Landlord makes such repairs, Tenant shall pay Landlord, on demand, as Additional Rent, the costs thereof of said repairs.

9. SIGNS; DISPLAY WINDOWS. Tenant shall submit to Landlord for approval drawings showing all proposed sign work to be erected in connection with Tenant's Leased Premises, including lettering and other advertising media upon the doors and show windows. Erection of any signs shall be prohibited unless approved in writing by Landlord. The size of the Tenant's sign will be limited as follows: (total Shopping Center sign area per Planned Unit Development Agreement) x (total floor area of the Leased Premises/ total floor area of all rentable space in the Shopping Center). Loud speakers, or other means of broadcasting in a manner to be heard outside the Leased Premises shall not be used. No sign or advertising medium shall be used so as to be a nuisance or menace to Landlord or other tenants. The cost of installing, maintaining, changing and removing all signs shall be borne by Tenant. Tenant's rights in respect of signs shall not be transferable, except as part of an assignment or sublease consented to by Landlord pursuant to Section 14 hereof. Additional terms regarding the pylon sign along Pilot Knob Road are set forth in Exhibit B.

10. ALTERATIONS. INSTALLATIONS. FIXTURES. Except as herein provided, Tenant shall not make any structural alterations in or additions to the Leased Premises. If structural alterations become necessary because of the application of laws or ordinance, the directions, rules and regulations of any regulatory body to the business carried on by Tenant, because of any act or default on the part of Tenant, or because Tenant has overloaded any electrical or other facility, Tenant shall make such structural alterations at its own expense after first obtaining Landlord's written approval of its plans and furnishing such indemnification against liens, costs, damages and expenses as Landlord may reasonably require.

11. INSURANCE. Tenant agrees to purchase, in advance, and to carry in full force and effect the following insurance, and such insurance policies shall name Landlord as an additional insured:

- (a) "All Risk" property insurance covering the full replacement value of all of Tenant's leasehold improvements, trade fixtures, inventory and personal property within the Leased Premises.
- (b) Commercial general public liability insurance covering all acts of Tenant, its employees, agents, representatives and guests on or about the Leased Premises, containing a contractual liability endorsement, in a combined single limit amount of not less than \$1,000,000 and written on an "occurrence" basis.

The insurance shall be with an insurance company authorized to do business in Minnesota and reasonably satisfactory to the Landlord. Tenant will provide Landlord with certificates evidencing such insurance during the Term and upon Landlord's request. The policies must give Landlord a minimum of thirty (30) days written notice prior to cancellation, termination or change in such insurance.

12. DELIVERIES. PARKING. All loading and unloading and all removal of garbage shall be made in accordance with regulations reasonably adopted by Landlord. Tenant and its employees and agents shall park cars only in areas designated from time to time by Landlord as Employee's Parking Areas. Trucks or delivery vehicles shall not be parked so as to inconvenience other tenants or impede access to the Shopping Center by customers or invitees.

13. WAIVER, LIENS AND INDEMNIFICATION.

a. Except as caused by Landlord's gross negligence or wilfull misconduct, Landlord (including its officers, partners, employees, agents and representatives) shall not be liable to Tenant, or those claiming by, through or under Tenant, for any injury, death, or property damage occurring in, on or about the Leased Premises. Without limitation of the foregoing, Landlord

shall not be liable to Tenant for any, and Tenant hereby releases Landlord from all damage, compensation or claims arising from: loss or damage to property, books, records, files, money, securities, negotiable instruments or other papers in or about the Leased Premises; the necessity of repairing any portion of the Leased Premises or the amenities within or without the Leased Premises; the interruption in the use of the Leased Premises; accident or damage resulting from the use or operation by Landlord, Tenant, or any other person or persons whatsoever of heating, cooling, electrical or plumbing equipment or apparatus; any fire, robbery, theft, or any other casualty; and leakage or bursting of pipes or water vessels or any roof or wall leakage, in any part of the Leased Premises; water, rain, snow or underground water that may leak into, flow on, or flow from, any part of the Leased Premises; or acts or omissions of persons occupying or transacting business in the adjoining premises or any part of the Shopping Center.

b. Tenant agrees to pay all sums of money in respect of any labor, services, materials, supplies or equipment furnished to Tenant in or about the Leased Premises which may be secured by any Mechanic's, Materialmen's or other lien against the Leased Premises or the Landlord's interest therein and will cause each such lien to be discharged at the time performance of any obligation secured thereby matures, provided that Tenant may contest such lien, but if such lien is reduced to formal Judgment and if such judgment or process thereon is not stayed, or if stayed and said stay expires, then and in such event Tenant shall forthwith pay and discharge said judgment. Landlord shall have the right to post and maintain on the Leased Premises notice of non-responsibility under the laws of the State of Minnesota.

c. Tenant shall defend with counsel approved by Landlord (which approval will not be unreasonably withheld), indemnify and hold Landlord (including its officers, partners, employees, agents and representatives) harmless from and against all liabilities, obligations, damages, fines, penalties, claims, demands, costs, charges, judgment and expenses, including, but not limited to, reasonable architects' and attorneys' fees, which may be imposed on or incurred or paid by or asserted against Landlord, the Leased Premises, Shopping Center, or any interest therein by reason of or in connection with any of the following: (i) Any alterations and anything done in, on or about the Leased Premises; (ii) The use, nonuse, possession, occupation, condition, operation, maintenance or management of the Leased Premises; (iii) Any negligent or tortious act on behalf of Tenant or any of Tenant's agents, contractors, servants, employees, licensees, or invitees; (iv) Any accident, injury, death or damage to any person or property occurring in or on the Leased Premises; and (v) Any breach of this Lease Agreement by the Tenant.

14. ASSIGNMENT OR SUBLETTING. Tenant agrees not to sell, assign, mortgage, pledge, or in any manner transfer this Lease Agreement or any interest thereunder and not to sublet the Leased Premises or any part thereof and not to permit any licensee or concessionaire therein without the previous written consent of Landlord in each instance, which consent shall not be unreasonably withheld. Consent by Landlord to one assignment of this Lease Agreement or to one subletting of the Leased Premises shall not be a waiver of Landlord's rights under this Section as to any subsequent assignment or subletting.

Landlord's rights to assign this Lease Agreement are and shall remain unqualified. Upon any sale of the Leased Premises and providing the purchaser assumes all obligations under this Lease Agreement, Landlord shall thereupon be entirely freed of all obligations of the Landlord arising therefrom and shall not be subject to any liability resulting from any act or omission or event occurring after such conveyance.

15. ACCESS TO PREMISES. Landlord reserves the right to enter upon the Leased Premises upon not less than 24 hours prior notice in order to inspect the same, or to make necessary repairs, additions or alterations to the Leased Premises. Landlord may exhibit the premises to prospective tenants, purchasers or lenders only during the last six (6) months of the Term. Landlord may, however, enter at any hour in the event of an emergency.

16. UTILITY SERVICE.

(a) Gas, Water and Electricity. Landlord agrees to cause mains, conduits, and other facilities to be provided and maintained to supply all necessary utility meters for gas, water, and electricity to the point where they enter the Leased Premises, and Tenant shall provide and maintain the same within the Leased Premises and pay when due all billings for gas, water and electricity used in the Leased Premises.

(b) Interruption of Service. Landlord shall not be liable in damages or otherwise if the furnishing by Landlord or by any other supplier of any utility service or other service to the Leased Premises shall be interrupted or impaired by fire, accident, riot, strike, act of God, the making of necessary repairs or improvements or by any causes beyond Landlord's control or if service may be curtailed or interrupted by energy regulations issued by any lawful authority.

17. EMINENT DOMAIN.

(a) Leased Premises. If the Leased Premises, or such portion thereof as to render the balance unsuitable for the purposes of Tenant, is taken by condemnation or the right of eminent domain or by private sale in lieu thereof, either party shall be entitled to terminate this Lease Agreement upon written notice to the other, provided that such notice is given within thirty (30) days after Tenant has been deprived of possession by such taking or sale.

(b) Taking of Building. If 50% or more of the building of which the Leased Premises is a part is taken by condemnation or the right of eminent domain or by private sale in lieu thereof, Landlord may terminate this Lease Agreement upon giving written notice of termination to Tenant within one hundred twenty (120) days following the date of such occurrence.

(c) Damages. All damages awarded for a taking under the power of eminent domain whether for whole or part of the Leased Premises belong to and are the property of Landlord whether such damages are awarded as compensation for diminution in value to the leasehold or to the fee of the premises. However, Landlord is not entitled to any separate award made directly to Tenant by the taking authorities for the fair value of leasehold improvements made by Tenant, the cost of removal of stock and fixtures, moving expenses or loss of business. The term "eminent domain" includes the exercise of any similar governmental power and any purchase or other acquisition in lieu of condemnation.

18. DAMAGE OR DESTRUCTION.

(a) In the event that the Leased Premises shall be damaged or destroyed by fire or other casualty, Landlord shall, unless it shall elect to cancel and terminate this Lease Agreement, as hereinafter provided, repair such damage and restore the Leased Premises, with all reasonable diligence, to substantially their condition immediately prior to the happening of such event. The fixed minimum rent and additional rent provided to be paid by Tenant hereunder shall be abated or reduced proportionately during any period in which, by reason of such damage or destruction, there is substantial interference with the operation of the business of Tenant in the Leased Premises, considering the extent to which Tenant may be required to discontinue its business in the Leased Premises, and such abatement or reduction shall continue for the period commencing with such destruction or damage and ending with the completion by Landlord of such work or repair and/or construction and the issuance of an occupancy permit for the Leased Premises.

(b) If fifty percent (50%) or more of the rentable area of the building in which the Leased Premises is located shall be rendered partially or wholly untenantable by fire or other casualty, notwithstanding that the Leased Premises may not have been rendered partially or wholly untenantable, Landlord may terminate this Lease Agreement upon giving written notice of termination to Tenant within sixty (60) days following the date of such fire or other occurrence.

19. SURRENDER. On the last day of the Term, Tenant shall peaceably surrender the Leased Premises in good order, condition and repair, broom clean, reasonable wear and tear only excepted. On or before the last day of the Term, unless otherwise directed by Landlord, Tenant at its expense must remove its trade fixtures, signs, and carpeting from the Leased Premises and any property not removed is deemed abandoned. Any damage caused by Tenant in the removal of such items shall be repaired by and at Tenant's expense. All alterations, additions, improvements and fixtures (other than Tenant's trade fixtures, signs and carpeting) which shall have been made or installed by either Landlord or Tenant upon the Leased Premises and all hard surface bonded or adhesively affixed flooring and all lighting fixtures, except any track or specialty lighting, shall remain upon and be surrendered with the Leased Premises as a part thereof, without disturbance or injury, and without charge, at the expiration or termination of this Lease Agreement, unless Landlord directs the removal of all or some of these items. Tenant shall promptly surrender all keys for the Leased Premises to Landlord at the place then fixed for the payment of Rent and shall inform Landlord of the combination on any locks and safes on the Leased Premises.

20. SHORT FORM OR MEMORANDUM OF LEASE. Either party, upon request, shall promptly execute duplicate originals of an instrument, in recordable form, which will constitute a short form of this Lease Agreement, setting forth a description of the Leased Premises or Shopping Center, the term of this Lease Agreement or any other provisions thereof, except for Rent, as Landlord may request. Notwithstanding the foregoing, Landlord agrees that any short form of this Lease Agreement will set forth the exclusive use clause found at Section 33 herein.

21. COMPLIANCE WITH LAW. Tenant shall obtain and maintain in force and effect all permits, licenses and similar authorizations to use the Leased Premises for its purpose required by any governmental authority, and comply with all applicable laws.

22. ABANDONMENT. In the event the Tenant should at any time vacate or abandon the Leased Premises so as to cease doing business thereon for a period of more than thirty (30) days (except for a closing of the premises due to strikes or damages or destruction by fire or other cause covered by extended risk insurance coverage), the Landlord shall have a continuing option until Tenant shall reoccupy the Leased Premises and open for business thereon of terminating this Lease Agreement irrespective of whether the Tenant may not otherwise be in default under the terms and provisions of this Lease Agreement. Landlord may exercise such option to terminate this Lease Agreement by sending written notice to the Tenant of its intention, whereupon the Tenant will be permitted thirty (30) days from the date of such notice to remove its personal property, fixtures and equipment from the Leased Premises in the manner heretofore provided. At the expiration of said thirty (30) day period, this Lease Agreement will, at the option of Landlord, be deemed to have terminated and the Tenant shall surrender possession of the Leased Premises to the Landlord in the condition and in the manner herein provided and shall bring all Rents current to the date of Lease termination.

23. OFFSET STATEMENT, ATTORNMENT. Within ten (10) days after request therefore by Landlord, Tenant agrees to deliver a certificate to Landlord or any mortgagees, certifying (if such is the case) that this Lease Agreement is in full force and effect and that there are no defenses or offsets, or stating those claimed by Tenant.

24. DEFAULT.

(a) Tenant Default. If Tenant fails to pay any Rent or other amounts due hereunder within five (5) days after notice of default, or if Tenant breaches this Lease Agreement and does not cure the breach within thirty (30) days after written notice of such default, or if Tenant suffers this Lease Agreement to be taken under any writ of execution, then Landlord, besides other rights or remedies it may have, has all of the following rights:

- (1) Landlord may terminate this Lease Agreement.
- (2) Landlord has the immediate right of re-entry and may remove all persons and property from the Leased Premises and such property may be removed and stored in a public warehouse or elsewhere at the cost of, and for the account of Tenant, all without service of notice or resort to legal process and without being deemed guilty of trespass, or becoming liable for any loss or damage which may be occasioned thereby.
- (3) If Landlord elects to re-enter, or if it takes possession pursuant to legal proceedings or pursuant to any notice provided for by law, it may without terminating this Lease Agreement, make such alterations and repairs as may be necessary in order to re-let the Leased Premises, and re-let said Leased Premises or any part thereof for such term (which may be for a term extending beyond the Term of this Lease Agreement) and at such rental and upon such other terms and conditions as Landlord in its sole discretion may deem advisable.
- (4) Upon such re-letting all rentals received by the Landlord shall be applied first, to the payment of any indebtedness other than Rent due hereunder from Tenant to Landlord; second, to the payment of any expenses of such re-letting, including brokerage fees, attorney's fees and of costs of such alterations and repairs; third, to the payment of Rent due and unpaid hereunder, and the residue, if any, shall be held by Landlord and applied in payment of future rent as the same may become due and payable hereunder. If such rentals received from such re-letting during any month are less than that to be paid during that month by Tenant hereunder, Tenant shall pay any such deficiency to Landlord. Such deficiency shall be calculated and paid monthly. No such re-entry or taking possession of Leased Premises by Landlord is an election on its part to terminate the Lease Agreement unless a written notice of such intention be given to Tenant or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such re-letting without termination Landlord may at any time thereafter elect to terminate this Lease Agreement.
- (5) In addition to any other remedies it may have, Landlord may recover from Tenant all damages it may incur by reason of such breach, including the cost of recovering the Leased Premises, and reasonable attorney's fees.
- (6) In case suit shall be brought for recovery of possession of the Leased Premises, for the recovery of Rent or any other amount due under the provisions of this Lease Agreement, or because of the breach of any other covenant therein contained on the part of a party to be kept or performed, and a breach shall be established, Tenant shall pay to Landlord all expenses incurred therefore, including reasonable attorney's fees.

(b) Landlord Default. If the Landlord breaches this Lease Agreement, the Tenant may terminate the Lease Agreement by providing the Landlord with thirty (30) days written notice of the Landlord's breach and the Lease Agreement will terminate at the end of the thirty day (30) notice period unless the Landlord has cured the breach during the thirty day notice period. If the default is of a nature to require more than thirty (30) days to remedy, the Lease Agreement will not terminate if Landlord has undertaken procedures to cure the default during the thirty (30) day notice period and diligently pursues such efforts to complete the cure.

25. BANKRUPTCY. If the Tenant or any guarantor of this Lease Agreement makes an assignment for the benefit of its creditors, or admits in writing its inability to pay its debts as they become due, or files a petition in voluntary bankruptcy or for an arrangement or reorganization pursuant to the Federal Bankruptcy Code or any similar law, state or federal, now or hereafter existing ("Bankruptcy Proceeding"), or files an answer admitting insolvency or inability to pay or fails to pay its debts as they become due, or fails to obtain a vacation or stay of any involuntary Bankruptcy Proceeding within forty-five (45) days after the institution of the same, or is adjudicated a bankrupt or be declared insolvent in any Bankruptcy Proceeding, or has a custodian, trustee or receiver appointed for or have any court take jurisdiction of its property, or any part thereof, in any involuntary proceeding for the purpose of reorganization, arrangement, dissolution or liquidation, and such custodian, trustee or receiver shall not be discharged or such jurisdiction not be relinquished, vacated or stayed within forty-five (45) days, then in any such event the Landlord may, if it so elects, with or without notice of such election, terminate this Lease Agreement.

26. NOTICES. Any notice required or permitted under this Lease Agreement is sufficiently given if sent by registered or certified mail to Tenant at the address of the Leased Premises and to Landlord at the address then fixed for Rent payments. Either party may be like written notice at any time designate a different address to which notices shall subsequently be sent.

27. HOLDING OVER. If Tenant remains in possession of the Leased Premises after the Term and without the execution of a new lease, it shall be deemed to be occupying said premises as a tenant from month to month, subject to all the conditions, provisions and obligations of this Lease Agreement in so far as the same can be applicable to a month-to-month tenancy, at a

base rental rate equal to One Hundred and Ten Percent (110%) of the rent then in effect, in addition to additional rent.

28. NON LIABILITY. Landlord is not responsible for its breach of this Lease Agreement for reasons beyond the Landlord's reasonable control. Landlord is not responsible to Tenant for any consequential, special, indirect or incidental damages.

29. INVALIDITY OR UNENFORCEABILITY OF CLAUSES. The invalidity or unenforceability of any provisions of this Lease Agreement shall have no effect on the validity or unenforceability of any other provision of this Lease Agreement.

30. RULES AND REGULATIONS. The Landlord may from time to time adopt reasonable rules and regulations pertaining to the operation of the Shopping Center and Tenant is to abide by such rules and regulations.

31. SURVIVAL OF PROVISIONS. Those provisions of this Lease Agreement including, but not limited to Section 13, that by their nature must survive the Term to protect the interests of the party to which they run, survive the Term.

32. GENERAL. This Lease Agreement does not create the relationship of principal and agent, partnership, or any association between Landlord and Tenant, the sole relationship between Landlord and Tenant is that of Landlord and Tenant. The terms, covenants and conditions hereof shall be binding upon and inure to the successors in interest and assigns of the parties hereto. No waiver of any default of Tenant hereunder shall be implied from any omissions by Landlord to take any action on account of such default, and no express waiver shall affect any default other than the default expressly waived and that only for the time and to the extent therein stated. A waiver by Landlord shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition. Each provision of this Lease Agreement performable by Tenant shall be construed to be both a covenant and a condition. No action required or permitted to be taken by or on behalf of Landlord under the terms of this Lease Agreement shall be deemed to constitute an eviction or disturbance of Tenant's possession of the Leased Premises. The submission of this Lease Agreement does not constitute a reservation of or option for the Leased Premises and this Lease Agreement is effective only upon execution and delivery thereof by Landlord and by Tenant. The headings of the sections are for convenience only and do not define, limit or construe the contents of such sections. All preliminary negotiations are merged into and incorporated in this Lease Agreement. The laws of the State of Minnesota shall govern the validity, performance and enforcement of this Lease Agreement. All Exhibits are incorporated herein and a part hereof.

33. EXCLUSIVE USE. The Landlord shall receive written agreement from the tenant prior to the leasing of any other space in the Shopping Center of which the Leased Premises is a part to any tenant who shall sell intoxicating liquors as part of their business.

ACCEPTED AND AGREED TO:

City of Farmington

By: 

Title: CITY ADMINISTRATOR

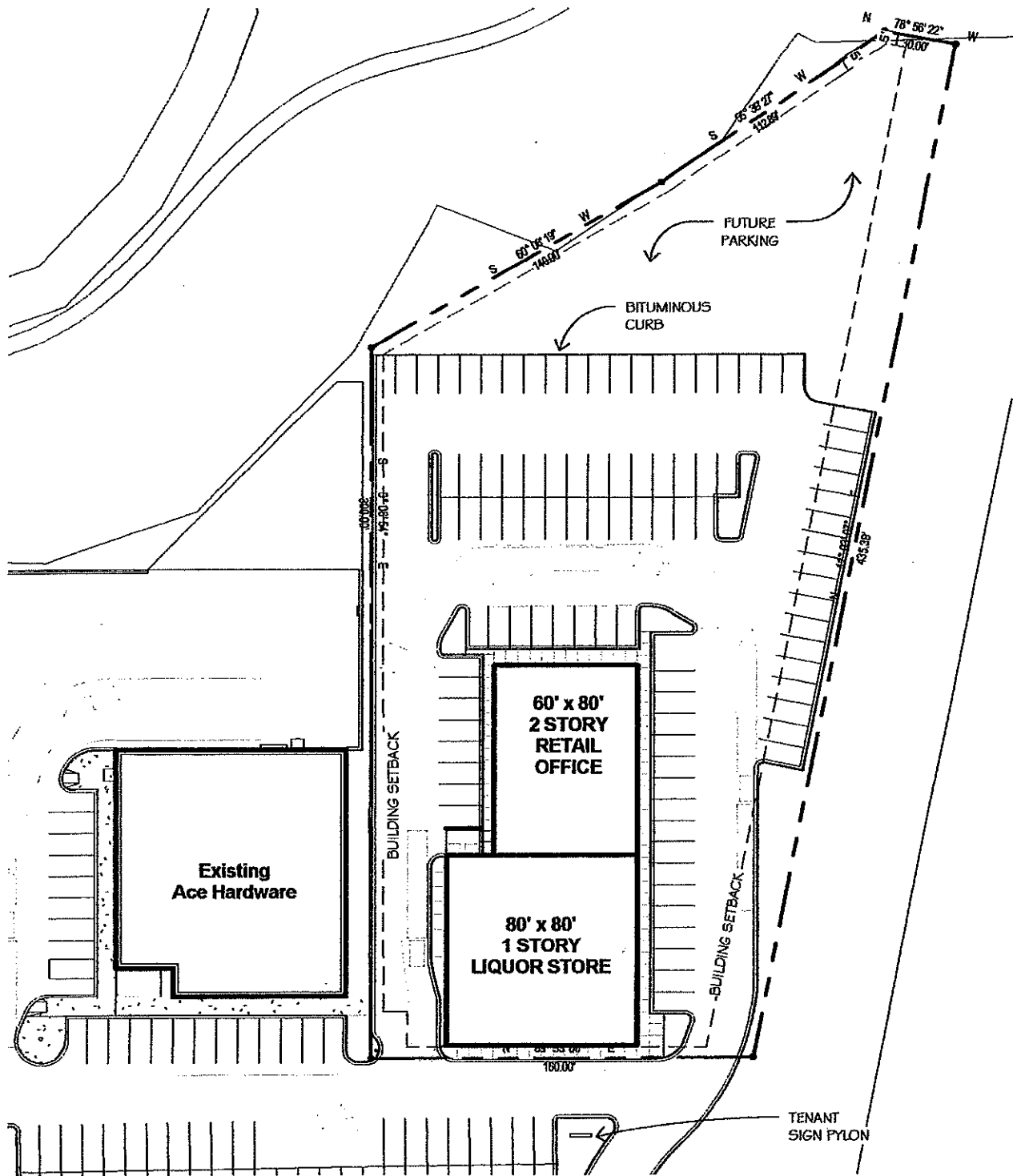
Date: JANUARY 19, 2005

City Center Development, LLC

By: 

Title: Chief Mgr

Date: Jan 31, 2005



# 1 SITE PLAN

1" = 60'-0"



**Blumentals/Architecture**  
Farmington Center Retail / Office  
FARMINGTON, MINNESOTA

01/28/05  
date

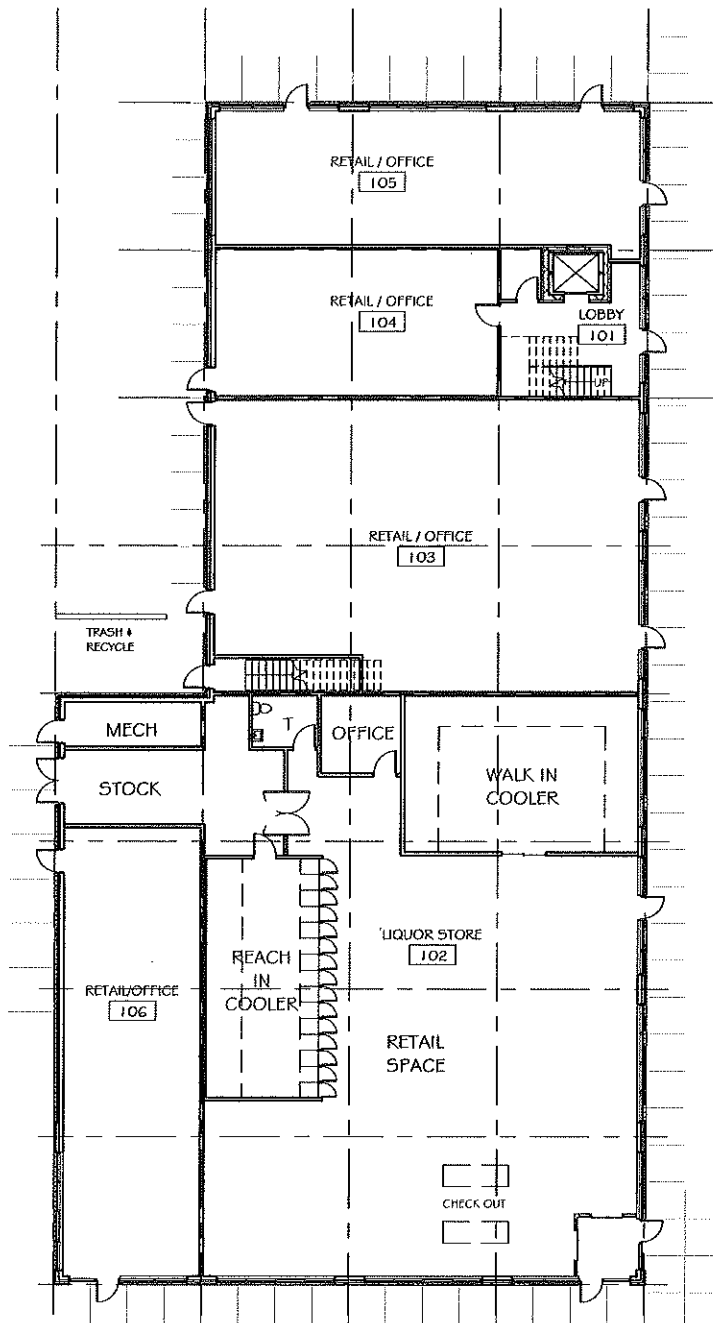
AJS  
Job Captain

Project No.  
603-48  
Date  
1/28/05

A1.1

Exhibit





# **1 MAIN LEVEL FLOOR PLAN** 1/16" = 1'-0"

**Blumentals / Architecture Inc**

6235 Earle Brown Drive / D. B. 700  
Brooklyn Center, MN 55430-2105  
763-561-5767  
763-561-2914 FAX  
info@blumentals.com

Farmington Center Retail / Office  
FARMINGTON, MINNESOTA

JOB CAPTAIN  
AJS

SIGNATURE

REVISIONS 

PROJ. NO.  
603-48

ISSUE DATE  
1/28/05

SHT. NO.  
A2

*Handwritten signature/initials*

*Exhibit*

## EXHIBIT B

### Landlord's Work; Pylon Sign

#### Landlord's Work.

1. Building will be a one story structure with steel frame and masonry construction, and with an exterior of glass, stucco, and brick built in accordance with the plans as approved by the City of Farmington.
2. Roof construction will be built up roofing over steel joist and metal deck.
3. The ceiling height measured between the floor slab and ceiling when finished as provided will be approximately 10 feet.
4. Storefronts will be glass with a 16" sill along the base of the front elevation, stucco in the sign band, and brick.
5. Interior finishes and specifications:
  - (a) Concrete floor.
  - (b) Interior exposed painted steel bar joist roof structure.
  - (c) Gypsum board demising wall taped and sanded.
  - (d) One toilet room per code, including plumbing fixtures, hot water, ceramic floor with base, mirror, light exhaust fan, and one hub-type floor drain.
  - (e) Heating and air conditioning system sized to Tenant's Leased Premises and according to code: two five ton HVAC units and one three ton unit..
  - (f) Separate gas meters for each tenant space at a location determined by Landlord.
  - (g) Separate electrical service individually sized and metered for each Tenant space (maximum Landlord responsibility is 400 amp, 220 volt- 3 phase).
  - (h) Lighting provided by high intensity metal halide interior lights with acrylic lens covers (30-50 foot candles in retail space areas).
  - (i) 110 volt electrical receptacles on the perimeter sales and storage area walls of approximately one per 20 linear feet.
  - (j) Electrical service to a junction box for Tenant signs. Box will be located on inside surface of the exterior wall with extension to signs and any special controls furnished by Tenant. All wall signs, sign structure supports and sign lighting shall be furnished and installed by Tenant. Tenant must conform to all sign specifications as required by law.
  - (k) Front entrance. One glass entry vestibule with two exterior doors and two interior doors with automatic motion activated openers on the two exit doors, per plan. Doors are aluminium and glass.
  - (l) Two 3' x 7' steel back doors.

Except as specifically set forth in this Exhibit B, Tenant shall be responsible for all other improvements to the Leased Premises including, but not limited to, all trade fixtures, wall and floor covering, painting, equipment, interior partition walls, any additional electrical and/or HVAC requirements beyond that supplied by Landlord as indicated herein.

**Pylon Signs.** Landlord will erect a pylon sign post for installation of the Tenant's sign. The size of the Tenant's sign will be limited as follows: (total pylon sign area) x (total floor area of the Leased Premises/ total floor area of all rentable space in the Shopping Center). The Tenant's pylon sign is subject to the provisions of Section 9.

## EXHIBIT C

### Option to Renew

1. Option to Renew. If the Tenant is not in default in any of the terms and conditions of the Lease Agreement, Tenant shall have the right to extend the Term of this Lease Agreement for three (3) additional years (the "Renewal Term"), by giving Landlord notice of its exercise of this option at least one hundred eighty (180) days prior to the expiration of the initial seven (7) year Term. The monthly Base Rent set forth in Section 3(a) shall be increased for the Renewal Term as follows:

Years 8, 9 and 10:  $\text{Year 7 monthly Base Rent} \times ((\text{CPI Year 7})/(\text{CPI Year 4}))$

Where, CPI Year 7 is the most recently published Consumer Price Index 180 days prior to the end of the initial 7 year Term; and CPI Year 4 is the most recently published Consumer Price Index 180 days prior to the end of Year 4. The Consumer Price Index refers to the Consumer Price Index (all urban consumers) published by the United States Department of Labor.

Except as specifically provided in this Exhibit C, all other terms and conditions of the Lease Agreement remain in effect during the Renewal Terms. The Term and Renewal Terms are collectively referred to as "Term".

**FIRST AMENDMENT  
TO  
SHOPPING CENTER LEASE AGREEMENT**

This First Amendment to Shopping Center Lease Agreement ("First Amendment"), is made and entered into on JUNE 6, 2005, by and between City Center Development LLC (hereinafter referred to as "Landlord"), a Minnesota limited liability company, and the City of Farmington ("Tenant").

The terms and provisions contained in this First Amendment are incorporated in and made a part of the printed portion of the Shopping Center Lease Agreement dated January 19, 2005 between Landlord and Tenant to which it is attached. In the event of any conflict between the terms and provisions of the First Amendment hereof and the terms and provisions of the printed Shopping Center Lease Agreement, the provisions of this First Amendment shall control.

1. LEASED PREMISES; TENANT ALLOWANCES.

\* \* \* \*

(d) In consideration of the rents, covenants and agreements herein contained, the Landlord hereby leases to Tenant, and Tenant leases from the Landlord, the premises ("Additional Leased Premises") consisting of approximately 1,250 rentable square feet and described as "Retail/Office 106" of the Main Level Floor Plan of the shopping center as depicted in Exhibit [A2] attached hereto and hereby made a part hereof. Measurements of the Additional Leased Premises shall be from the outside of exterior walls to the center line of the demising wall. The Additional Leased Premises and the Leased Premises will comprise the Expanded Liquor Store as depicted in Exhibit [OPT 2] attached hereto and hereby made a part hereof.

2. TERM.

\* \* \* \*

Unless terminated earlier as provided herein, the term of this First Amendment shall commence on the earlier of (a) August 1, 2005, or (b) ten (10) days after the Additional Leased Premises are substantially completed as determined by the issuance of a certificate of occupancy from the applicable governmental authority and possession is turned over to Tenant ("Effective Date"). The term of the First Amendment shall be for two (2) years from the Effective Date. In the event the Effective Date is other than the first day of the month, the Effective Date shall be deemed to be the first of the month following the partial month.

Tenant is hereby given the right to extend the Term of the First Amendment for an additional period of five (5) years to commence immediately after completion of the two year term. Tenant shall exercise the right upon first having given the Landlord notice not less than 120 days before expiration of the two year term. Tenant shall notify Landlord according to the notice provisions contained in the Shopping Center Lease Agreement.

In the event the Tenant does not exercise the right to extend the Term of the First Amendment, the Landlord shall, at its own expense, promptly convert and put back the Leased Premises to its original floor plan without the Additional Leased Premises as depicted in Exhibit [OPT 1] attached hereto and hereby made a part hereof.

Landlord may enter the premises during reasonable hours to convert the Leased Premises to its original floor plan and complete the work within forty-five (45) days. Upon completion of work, Landlord shall be able to lease the formerly Additional Leased Premises to new tenants.

The Tenant has the right to further extend the Term of the First Amendment by exercising the option ("Option") set forth in Exhibit C to the Shopping Center Lease Agreement.

3. BASE RENT; ADDITIONAL RENT.

\* \* \* \*

- (c) Monthly Additional Base Rent. The term "Additional Base Rent" means the rent for the Additional Leased Premises as described in this First Amendment.

Tenant shall pay monthly Additional Base Rent as follows: Years 1 and 2: \$1,666.67

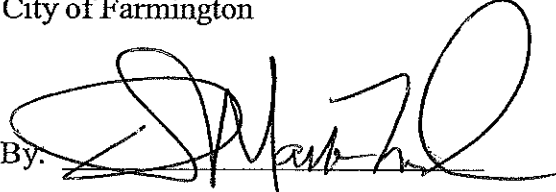
If exercised pursuant to the terms in paragraph 2 above,

Tenant shall pay monthly Additional Base Rent as follows: Years 3 and 4: \$1,979.17  
Years 5 and 6: \$2,083.33  
and Year 7: \$2,187.50

All other terms and conditions of the Shopping Center Lease Agreement shall remain the same.

ACCEPTED AND AGREED TO:

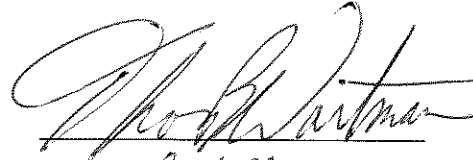
City of Farmington

By: 

Title: CITY ADMINISTRATOR

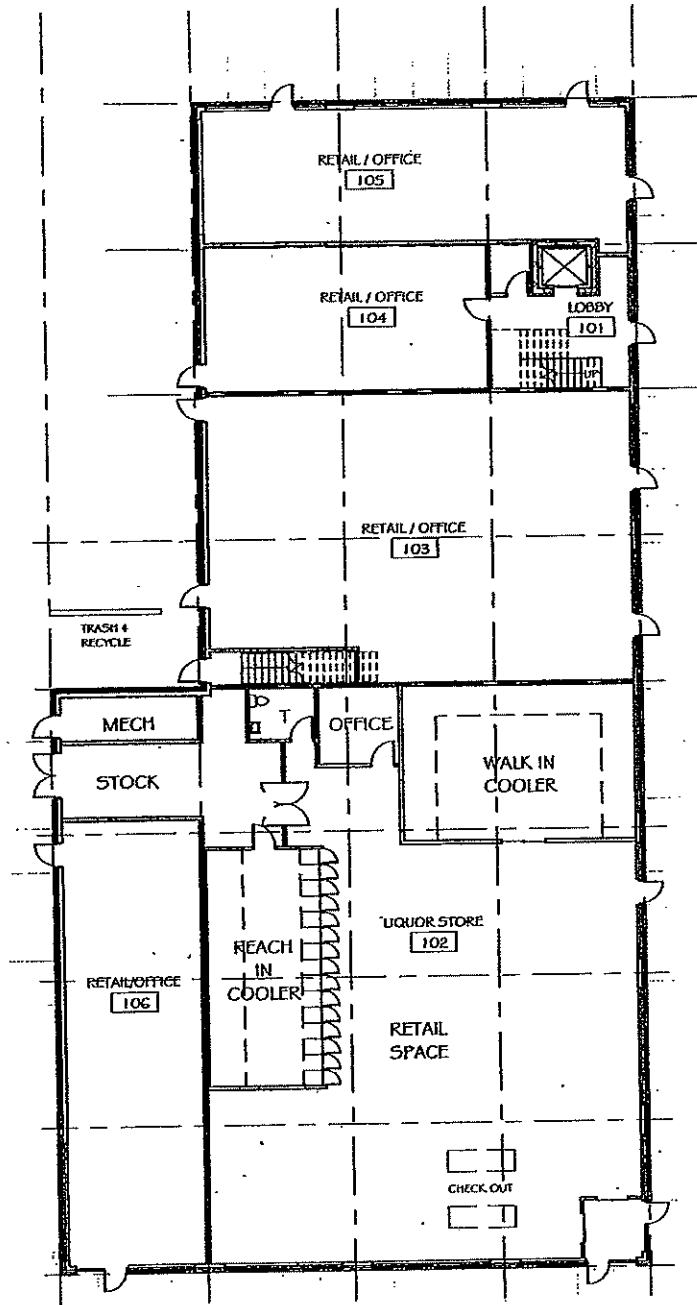
Date: July 8, 2005.

City Center Development, LLC

By: 

Title: Chief Manager

Date: July 8, 2005.



**1 MAIN LEVEL FLOOR PLAN**  
1/16" = 1'-0"

**Blumentals / Architecture Inc**

6235 Erie Brown Drive / D-100  
Fridley, MN 55420-2105  
763-561-5757  
763-561-2914 FAX  
info@blumentals.com

Farmington Center Retail / Office  
FARMINGTON, MINNESOTA

JOB CAPTAIN  
AJS

SIGNATURE

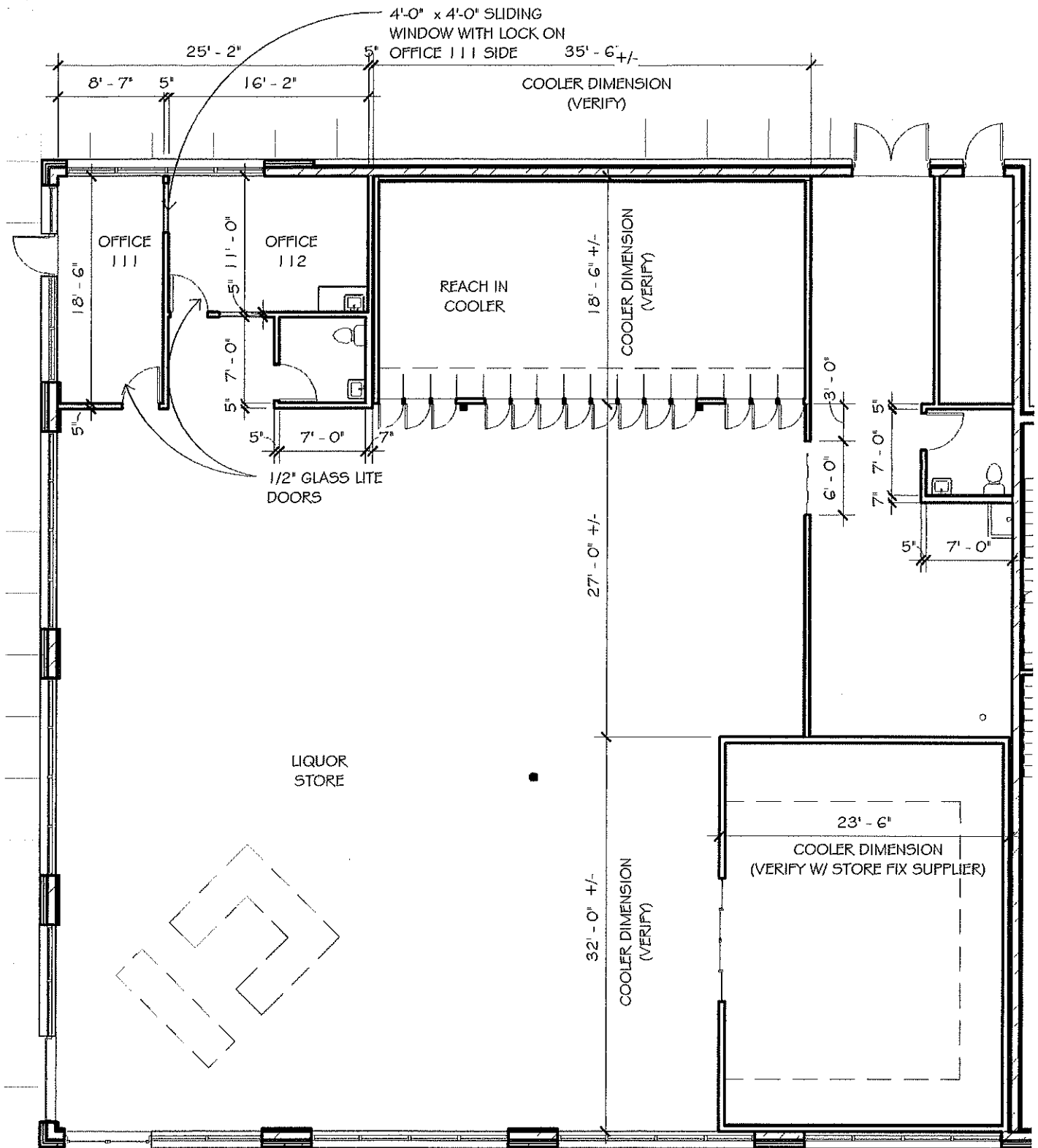
REVISIONS  

PROJ. NO.  
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1/28/05

SHT. NO.  
A2

Exhibit



# LIQUOR STORE PLAN

3/32" = 1'-0"

**Blumentals/Architecture**

Farmington Center Retail / Office  
FARMINGTON, MINNESOTA

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 under the laws of the state of MINNESOTA

*Andrew J. Swartz*  
Andrew J. Swartz reg. no. 43854

04/26/05  
date

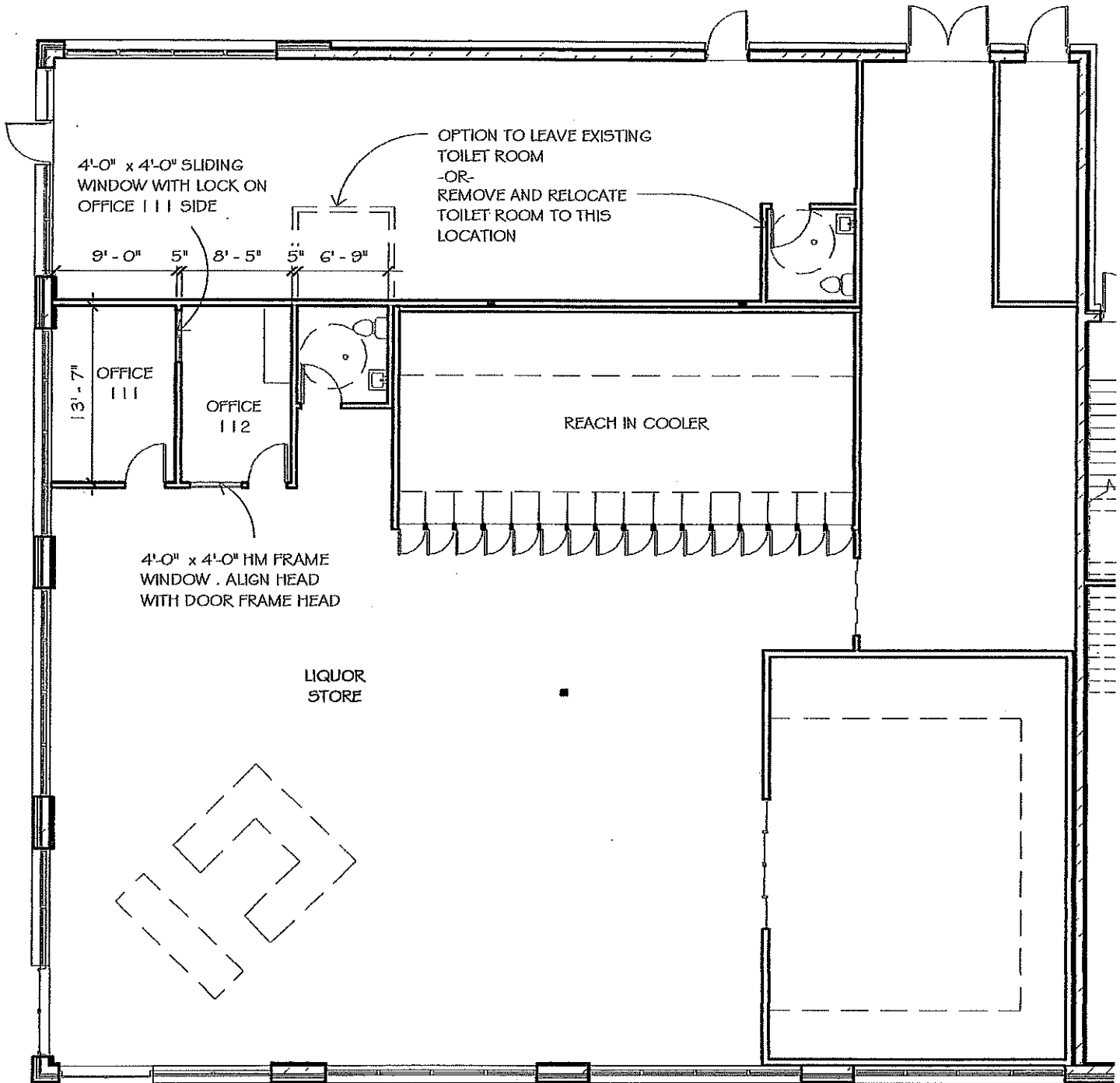
AJS  
Job Captain

Project No. 603-48

Date 6/23/05

CD3

OPT2



# 1 LIQUOR STORE 5000 S.F. OPTION

3/32" = 1'-0"

**Blumentals/Architecture**

Farmington Center Retail / Office  
FARMINGTON, MINNESOTA

date

Job Captain

Project No.  
603-48

Date  
5/06/05

OPT 1





## City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 • Fax 651.280.6899  
www.ci.farmington.mn.us

---

**TO:** Mayor and City Councilmembers  
**FROM:** David J. McKnight, City Administrator  
**SUBJECT:** Downtown Liquor Store Lease  
**DATE:** July 16, 2012

### **INTRODUCTION**

At your July 2, 2012 City Council meeting a lease extension for the downtown liquor store location at City Center was approved contingent upon an out clause being included to allow the city to get out of the lease if the decision is made at some point to get out of the liquor business. The attached second amendment to the shopping center lease agreement brings that direction to fruition.

### **DISCUSSION**

Our current lease for the downtown liquor store expires on July 31, 2012. The attached amendment extends that lease by five years and reduces the rent significantly. The option to terminate is also included in this amendment as directed by the City Council. In addition, two, five year optional extensions are included in the amendment.

### **BUDGET IMPACT**

Rent costs are reduced from the current rental rates.

### **ACTION REQUESTED**

If the City Council is comfortable with the proposed lease amendment, a motion should be made to approve the second amendment to shopping center lease for the downtown liquor store at City Center for the time period of August 1, 2012 through July 31, 2017.

Respectfully submitted,

David J. McKnight  
City Administrator

SECOND AMENDMENT  
TO  
SHOPPING CENTER LEASE AGREEMENT

This Second Amendment to Shopping Center Lease Agreement ("Second Amendment"), is made and entered into on July 16, 2012, by and between City Center Development LLC (hereinafter referred to as "Landlord"), a Minnesota limited liability company, and the City of Farmington ("Tenant").

The terms and provisions contained in this Second Amendment are incorporated in and made a part of the printed portion of the Shopping Center Lease Agreement dated January 19, 2005 between Landlord and Tenant and as amended by the by the First Amendment to Shopping Center Lease Agreement dated June 6, 2005. In the event of any conflict between the terms and provisions of the Second Amendment hereof and the terms and provisions of the printed Shopping Center Lease Agreement, the provisions of this Second Amendment shall control.

1. LEASED PREMISES AND TERM.

In consideration of the rents, covenants and agreements herein contained, the Landlord hereby leases to Tenant and Tenant leases from the Landlord, the premises consisting of 6,250 rentable square feet for an additional term of five (5) years commencing August 1, 2012 through July 31, 2017.

2. BASE RENT.

(a.) Monthly Base Rent

Tenant shall pay monthly base rent as follows:

Year 1	\$13.50 psf	\$7,031.25 2012 / 2013
Year 2	\$14.00 psf	\$7,291.67 2013 / 2014
Year 3	\$14.50 psf	\$7,552.00 2014 / 2015
Year 4	\$15.00 psf	\$7,812.50 2015 / 2016
Year 5	\$15.50 psf	\$8,072.92 2016 / 2017

3. OPTION TO TERMINATE.

Tenant shall have the right to terminate this lease any time after August 1, 2015 provided it gives Landlord at least ninety (90) days prior written notice. Tenant shall have the right to terminate this lease agreement pursuant to this provision only if Tenant no longer remains in the municipal liquor business.

4. OPTION TO RENEW.

If the Tenant is not in default in any of the terms and conditions of the Lease Agreement, Tenant shall have the right to extend the Term of this Lease Agreement for two five (5) year additional periods (the "Renewal Term"), by giving the Landlord notice of its exercise of each option at least one hundred eighty (180) days prior to the expiration of each five (5) year term. The Monthly Base Rent for the Renewal Term shall be negotiated between the parties based upon the than current market rates for similar size and character of shopping centers in the Metro area.

All other terms and conditions of the Shopping Center Lease Agreement shall remain in effect.

ACCEPTED AND AGREED TO:

City of Farmington

By: 

Title: Mayor

Date: July 19, 2012

City Center Development, LLC

By: 

Thomas B. Wartman

Title: Chief Manager

Date: July 27, 2012



# City of Farmington

430 Third Street  
Farmington, Minnesota  
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[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Ken Lewis, Building Official  
**SUBJECT:** First Quarter 2017 New Construction Report and Population Estimate-Community Development  
**DATE:** April 17, 2017

## **INTRODUCTION**

The following report summarizes the new construction permits issued during the first quarter of 2017, and the year-end population estimate.

## **DISCUSSION**

First Quarter Building Permit Information: During the first quarter of the 2017 building construction season (January 1st through March 31st), the city issued 17 new single-family detached housing and one duplex.

The average building valuation of the single-family homes during the first quarter of 2017 was \$208,537, down from \$213,533 during the fourth quarter of 2016. The valuation for the duplex was \$274,100 (Note that the valuation averages do not represent the average sale price or average market value of the homes in question, since they do not include the value of the lot or any amenities added to the home that are not part of the building code formula).

### Year-End Population Estimate:

At the beginning of 2003, city staff decided that each quarterly building permit report should also include an updated population estimate for the City of Farmington. After discussing several methods of calculating population, a decision was made to base our population estimates on Certificates of Occupancy rather than upon building permits. Building permit activity is not a “real time” reflection of actual population, given the “lag time” between the issuance of the permit and the actual occupancy of the dwelling unit (i.e., the time required to construct, market and sell the home).

Accordingly, staff started with the city population as of April 1, 2000 (as determined by the U.S. Census Bureau) and then determined the number of Certificates of Occupancy [C.O.s] issued by the city since that date. The number of C.O.s is multiplied by 2.95, which was (according to the 2010 Census) the average number of occupants per Farmington dwelling unit. The resulting calculations are as follows:

22,446	Estimated population as of December 31st, 2014
+ 41	= 14 certificates of occupancies issued from the period of 1/1/15 to 3/31/15 X 2.95
22,487	Estimated population as of March 31st, 2015
+ 38	= 13 certificates of occupancies issued from the period of 4/1/15 to 6/30/15 X 2.95
22,525	Estimated population as of June 30th 2015
+ 24	= 15 certificates of occupancies issued from the period of 7/1/15 to 9/30/15 X 2.95
22,569	Estimated population as of September 30th 2015

+ 53	= 18 certificates of occupancies issued from the period of 10/1/15 to 12/31/15 X 2.95
22,622	Estimated population as of December 31, 2015
+ 24	= 8 certificates of occupancies issued from the period of 1/1/16 to 3/31/16 X 2.95
22,646	Estimated population as of March 31, 2016 +32
+ 32	= 11 certificates of occupancies issued from the period of 4/1/16 to 6/30/16 X 2.95
22,678	Estimated population as of June 30, 2016
+ 65	= 22 certificates of occupancies issued from the period of 7/1/16 to 9/30/16 X 2.95
22,743	Estimated population as of September 30, 2016
+ 38	= 13 certificates of occupancies issued from the period of 10/1/16 to 12/31/16 X 2.95
22,781	Estimated population as of December 31, 2016
+ 39	= 14 certificates of occupancies issued from the period of 1/1/17 to 3/31/17 X 2.95
22,820	Estimated population as of March 31, 2017

### **BUDGET IMPACT**

None

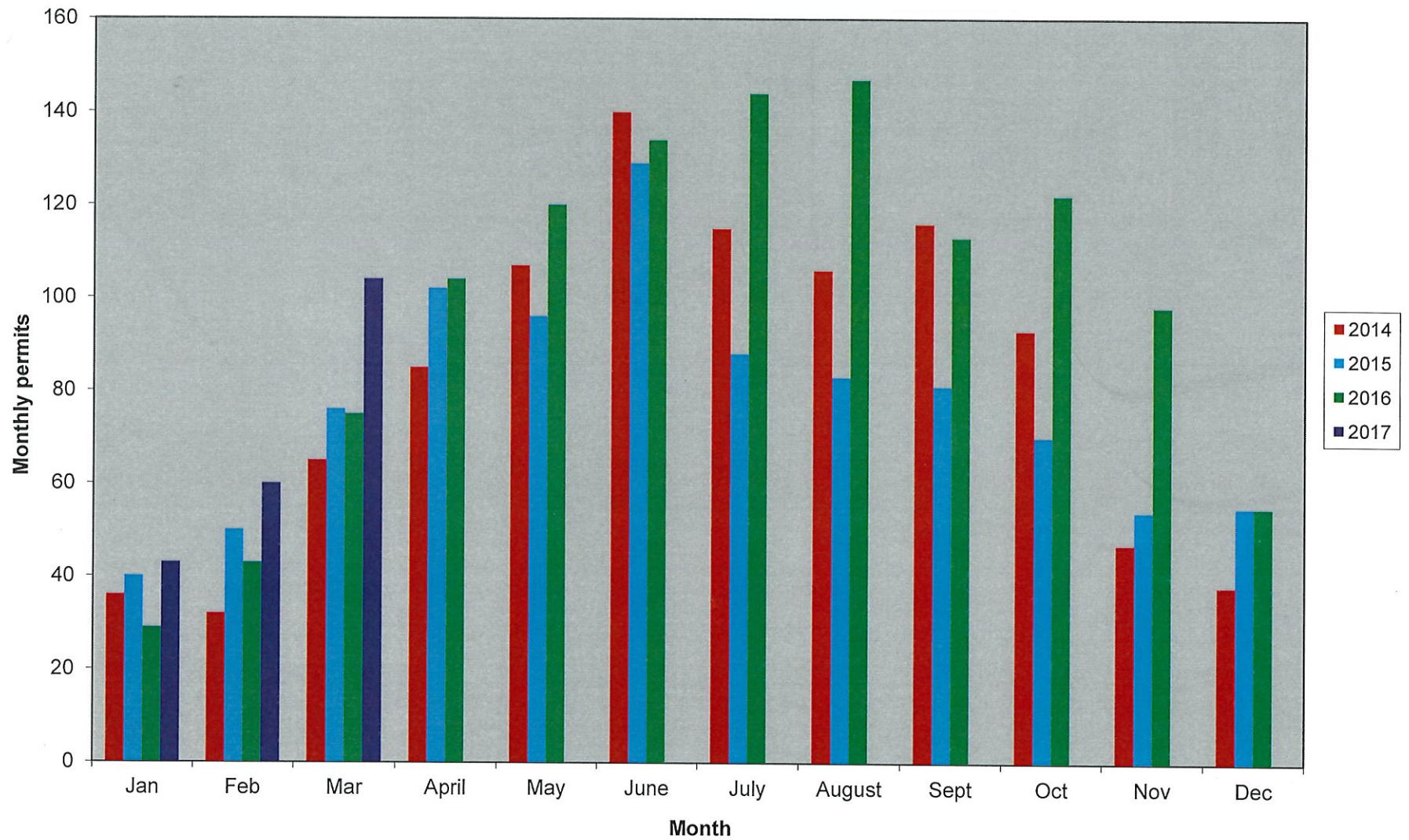
### **ACTION REQUESTED**

This item is informational in nature. No action is required

### **ATTACHMENTS:**

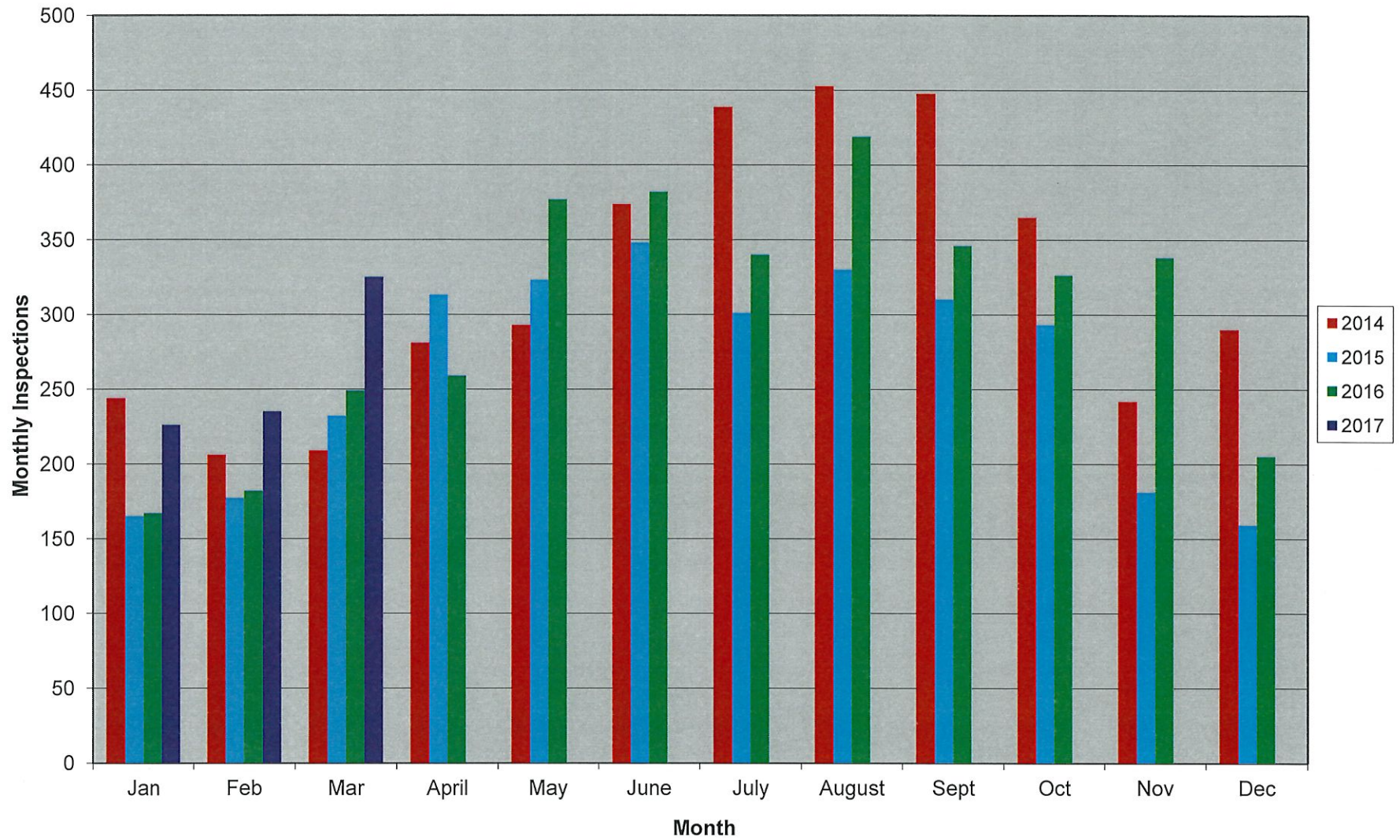
Type	Description
▣ Cover Memo	First Quarter 2017 New Construction Report and Population Estimate

### Permits Issued for Existing Homes

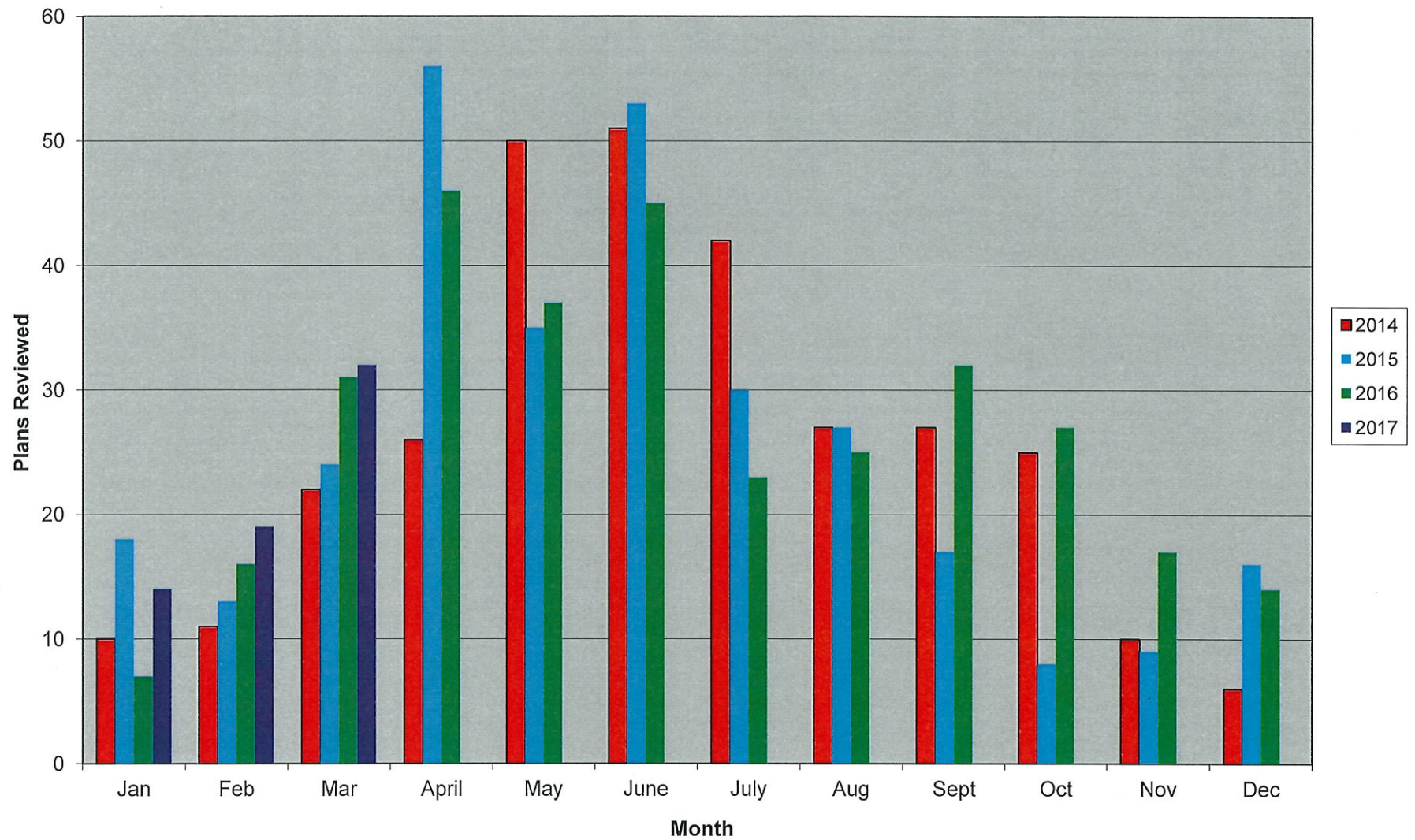




## Monthly Inspections



## Monthly Plan Reviews





QUARTERLY BUILDING PERMITS

Year	Quarter	New SF Units	New Duplex Units	New Townhome/Multi-Family Units	New Rental Housing	Total Residential Units	New Commercial Permits Issued	New Industrial Permits Issued	New Public/Institutional/Other
2012	1st Qrt	14	0	0	0	14	0	0	0
	2nd	17	0	0	0	17	0	0	1
	3rd	20	0	0	0	20	1	0	0
	4th	17	0	0	0	17	1	0	0
To Date	2012 Total	68	0	0	0	68	2	0	1
2013	1st Qrt	20	0	0	0	20	0	0	0
	2nd	33	0	0	0	33	0	0	1
	3rd	48	0	0	0	48	1	0	0
	4th	22	0	0	0	22	0	0	0
To Date	2013 Total	123	0	0	0	123	1	0	1
2014	1st Qrt	21	0	0	0	21	0	0	0
	2nd	31	0	0	0	31	1	0	0
	3rd	26	0	0	0	26	2	0	0
	4th	9	0	0	0	9	0	0	0
To Date	2014 Total	87	0	0	0	87	3	0	0
2015	1st Qrt	12	0	0	0	12	0	0	0
	2nd	19	0	0	0	19	0	0	1
	3rd	16	0	0	0	16	0	0	0
	4th	6	0	0	0	6	0	0	0
To Date	2015 Total	53	0	0	0	53	0	0	1
2016	1st Qrt	10	0	0	0	10	0	0	0
	2nd	25	0	0	0	25	0	0	0
	3rd	18	0	1	0	19	0	0	0
	4th	12	1	0	0	13	0	0	0
To Date	2016 Total	65	1	1	0	67	0	0	0
2017	1st Qrt	17	1	0	0	18	0	0	0
	2nd								
	3rd								
	4th								
To Date	2017 Total	17	1	0	0	18	0	0	0





# City of Farmington

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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Tony Wippler, Planning Manager  
**SUBJECT:** Adopt Ordinance Amending Section 10-5-14 (Downtown Business) B-2 Zoning District as it Relates to Lot Area and Lot Width Requirements-Community Development  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached for the city council's consideration is an ordinance amending Section 10-5-14 of the city code as it relates to minimum lot width and lot area in the B-2 (Downtown Business) zoning district.

## **DISCUSSION**

Section 10-5-14(B) of the city code outlines the bulk standard requirements (i.e., lot area, lot width, setbacks, etc.) for the city's downtown business zoning district. Currently, the minimum standards for lot area and width within the B-2 zone are 5,000 square feet and 50 feet, respectively. It is staff's belief that it be more appropriate to not have minimum standards for lot width and area in this zoning district.

As the city council is aware, downtowns are typically very unique in how they have been set up and tend to be one of the oldest areas of the community. With that being said, downtowns typically have lots that vary widely in lot area and width. Farmington's downtown has a number of lots that currently do not meet the minimum standards for lot area and width as currently required in the B-2 code. Any development or expansion on these "substandard" lots would require approval of a variance from the city's Planning Commission. One way to eliminate the need for variances in these instances is not to have minimum standards for lot area and width.

The practice of having no minimum standards for lot area and width in a central or downtown business district is not uncommon. Many communities institute this practice into their zoning codes largely due to the uniqueness that downtown's present. Nearby examples include the cities of Lakeville and Rosemount.

The Planning Commission reviewed the proposed ordinance amendment and held a public hearing at its regular meeting on April 11, 2017. The commission voted 4-0 to recommend approval of the ordinance amendment.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Adopt the ordinance and summary ordinance that are attached removing the minimum lot area and width requirements within the B-2 (Downtown Business) zoning district.

## **ATTACHMENTS:**

Type	Description
<div data-bbox="164 155 185 184"></div> Ordinance	B-2 Ordinance Amendment
<div data-bbox="164 197 185 226"></div> Ordinance	Summary Ordinance

CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 10-5-14 (DOWNTOWN BUSINESS)  
B-2 ZONING DISTRICT OF THE CITY CODE TO REMOVE THE LOT  
AREA AND WIDTH REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF FARMINGTON ORDAINS:

**SECTION 1.** Section 10-5-14 of the Farmington City Code, is hereby amended by removing the ~~struckthrough~~ language and adding the underlined language as follows:

**10-5-14: B-2 DOWNTOWN BUSINESS DISTRICT:**

(A) Purpose: The B-2 downtown business district identifies a variety of general commercial and higher density residential uses for the downtown area in order to expand and strengthen the downtown as the primary commercial district for the city, create a pedestrian friendly downtown, and promote the city as a cultural center. Objectives of this district are to preserve historical buildings, require high design standards, and provide a diverse mix of community oriented commercial and cultural activities that are pedestrian oriented and accessible to area residents.

(B) Bulk And Density Standards:

1. Minimum Standards:

Lot area	<del>5,000 square feet</del> <u>None</u>
Lot width	<del>50 feet</del> <u>None</u>
Front yard setback	0 feet
Side yard setback	0 feet
Rear yard setback	0 feet
Height (maximum)	45 feet
Maximum lot coverage of all structures	100 percent

All standards are minimum requirements unless noted.

(C) Uses:

1. Permitted:

Animal clinics.

Breweries.

Clinics.

Clubs.

Coffee shops.

Commercial recreational uses.

Commercial services.

Distilleries.

Microdistilleries.

Neighborhood services.

Nonprofit recreational, cultural and entertainment uses.

Offices.

Personal and professional services.

Personal health and beauty services.

Public buildings.

Recreation equipment sales/service/repair.

Restaurants, class I, traditional.

Retail facilities.

Sexually oriented businesses - accessory.

Small breweries.

## 2. Conditional:

Auto repair, major.

Auto repair, minor.

Bed and breakfast.

Brewpubs.

Child daycare center, commercial.

Churches.

Cocktail rooms as accessory to a microdistillery.

Convenience store, with gas.

Dental laboratories.

Funeral homes.

Grocery stores.

Hotels.

Mixed use building.

Motels.

Multiple-family dwellings.

Outdoor sales.

Public and parochial schools.

Public utility buildings.

Restaurants, class II, fast food, convenience.

Restaurants, class III, with liquor service.

Restaurants, class IV, nonintoxicating.

Solar energy systems.

Taprooms as accessory to a brewery or small brewery.

Theaters.

3. Accessory:

Parking lots. (Ord. 015-706, 10-19-2015)

**SECTION 2.** Effective Date. This ordinance shall be effective upon its passage and publication according to law.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2017, by the City Council of the City of Farmington.

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Todd Larson, Mayor

ATTEST:

By: \_\_\_\_\_  
David McKnight, City Administrator

SEAL

Approved as to form the \_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
City Attorney

Published in the Farmington Independent the \_\_\_\_ day of \_\_\_\_\_, 2017.

CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA

**SUMMARY ORDINANCE NO.**

**ORDINANCE AMENDING SECTION 10-5-14 (DOWNTOWN BUSINESS)  
B-2 ZONING DISTRICT OF THE CITY CODE TO REMOVE THE LOT  
AREA AND WIDTH REQUIREMENTS**

**NOTICE IS HEREBY GIVEN** that, on April 17, 2017, Ordinance No.    was adopted by the City Council of the City of Farmington, Minnesota.

**NOTICE IS FURTHER GIVEN** that, because of the lengthy nature of the Ordinance, the following summary of the ordinance has been prepared for publication.

Ordinance No.    amends section 10-5-14 of the city code removing the minimum requirements for lot area and lot width within the B-2 (Downtown Business) zoning district.

A printed copy of the ordinance, in its entirety, is available for inspection by any person during the city's regular office hours and are posted on the city's website.

**APPROVED** for publication by the City Council of the City of Farmington, Minnesota, this 17<sup>th</sup> day of April, 2017.

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Todd Larson, Mayor

ATTEST:

By: \_\_\_\_\_  
David McKnight, City Administrator

Approved as to form the \_\_\_\_\_ day of \_\_\_\_\_ 2017

By: \_\_\_\_\_  
City Attorney

Published in the Farmington Independent the \_\_\_\_\_ day of \_\_\_\_\_ 2017.



# City of Farmington

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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Tony Wippler, Planning Manager  
**SUBJECT:** Adopt Ordinance Amending Section 10-5-15 (Heavy Business) B-3 Zoning District to Conditionally Allow Warehousing Facilities-Community Development  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached, for the city council's consideration is an ordinance amending Section 10-5-15 of the city code to conditionally allow warehousing facilities in the B-3 (Heavy Business) zoning district.

## **DISCUSSION**

The proposed amendment is to the B-3 zoning district to conditionally allow warehousing facilities. A warehousing facility as defined in city code is "a building and/or facility used primarily for the extended storage of goods and materials".

Warehousing facilities are currently allowed in the IP (Industrial Park), I-1 (Industrial) and the Business/Commercial Flex zones. It is allowed as a permitted use in all three zones.

The B-3 zone is the city's Heavy Business District which lends itself to certain commercial and industrial uses that are more intense and not generally compatible with uses identified in the city's other commercial zoning districts. The proposed amendment includes warehousing facilities as a conditional use within the B-3 zoning district.

The Planning Commission reviewed the proposed ordinance amendment and held a public hearing at its regular meeting on April 11, 2017. The commission voted 4-0 to recommend approval of the ordinance amendment.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Adopt the ordinance and summary ordinance that are attached allowing warehousing facilities within the B-3 zoning district as a conditional use.

## **ATTACHMENTS:**

Type	Description
❑ Ordinance	B-3 Ordinance Amendment
❑ Ordinance	Summary Ordinance



CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 10-5-15 (HEAVY BUSINESS)  
B-3 ZONING DISTRICT OF THE CITY CODE TO CONDITIONALLY  
ALLOW WAREHOUSING FACILITIES**

THE CITY COUNCIL OF THE CITY OF FARMINGTON ORDAINS:

**SECTION 1.** Section 10-5-15 of the Farmington City Code, is hereby amended by adding the underlined language as follows:

**10-5-15: B-3 HEAVY BUSINESS DISTRICT:**

(A) Purpose: The B-3 heavy business district is a transitional district designed to provide space for certain existing commercial and industrial uses which are compatible together but are more intense and therefore incompatible with uses identified in the B-1, B-2 and B-4 districts.

(B) Bulk And Density Standards:

1. Minimum Standards:

Lot area		5,000 square feet
Lot width		50 feet
Front yard setback		0 feet
Side yard setback		6 feet
Rear yard setback		6 feet
Minimum side and rear yard abutting any residential district:		
Off street parking and access drives		10 feet
Public and semipublic buildings		35 feet
Recreational, entertainment, commercial and industrial uses		50 feet
Height (maximum)		45 feet
Maximum lot coverage of all structures		35 percent

All standards are minimum requirements unless noted.

(C) Uses:

1. Permitted:

Animal clinics.

Auto repair, minor.

Auto sales.

Breweries.

Commercial services.

Convenience store without gas.

Data centers.

Distilleries.

Light manufacturing facilities.

Mechanical sales, service and repair.

Microdistilleries.

Offices.

Public buildings.

Restaurants, class I, traditional.

Retail facilities, greater than three thousand (3,000) square feet.

Sexually oriented businesses - accessory.

Small breweries.

Supply yards.

Truck terminals.

Wholesale businesses.

2. Conditional:

Auto repair, major.

Car washes.

Cocktail rooms as accessory to a microdistillery.

Convenience store with gas.

Greenhouses and nurseries, commercial.

Group daycare center, commercial.

Home and trailer sales/display.

Impound lot.

Manufacturing facilities.

Mini-storage units.

Outdoor sales.

Petroleum bulk storage.

Public utility buildings.

Recreational vehicle storage facilities.

Solar energy systems.

Taprooms as accessory to a brewery or small brewery.

**Warehousing facilities.**

3. Accessory:

Parking lots. (Ord. 016-721, 12-19-2016)

**SECTION 2.** Effective Date. This ordinance shall be effective upon its passage and publication according to law.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2017, by the City Council of the City of Farmington.

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Todd Larson, Mayor

ATTEST:

By: \_\_\_\_\_  
David McKnight, City Administrator

SEAL

Approved as to form the \_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
City Attorney

Published in the Farmington Independent the \_\_\_\_ day of \_\_\_\_\_, 2017.

CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA

**SUMMARY ORDINANCE NO.**

**ORDINANCE AMENDING SECTION 10-5-15 (HEAVY BUSINESS)  
B-3 ZONING DISTRICT OF THE CITY CODE TO CONDITIONALLY  
ALLOW WAREHOUSING FACILITIES**

**NOTICE IS HEREBY GIVEN** that, on April 17, 2017, Ordinance No.    was adopted by the City Council of the City of Farmington, Minnesota.

**NOTICE IS FURTHER GIVEN** that, because of the lengthy nature of the Ordinance, the following summary of the ordinance has been prepared for publication.

Ordinance No.    amends section 10-5-15 of the city code adding Warehousing Facilities as a conditional use within the B-3 (Heavy Business) zoning district.

A printed copy of the ordinance, in its entirety, is available for inspection by any person during the city's regular office hours and are posted on the city's website.

**APPROVED** for publication by the City Council of the City of Farmington, Minnesota, this 17<sup>th</sup> day of April, 2017.

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Todd Larson, Mayor

ATTEST:

By: \_\_\_\_\_  
David McKnight, City Administrator

Approved as to form the \_\_\_\_\_ day of \_\_\_\_\_ 2017

By: \_\_\_\_\_  
City Attorney

Published in the Farmington Independent the \_\_\_\_\_ day of \_\_\_\_\_ 2017.



# City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 - Fax 651.280.6899  
[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Randy Distad, Parks and Recreation Director  
**SUBJECT:** Approve Out of State Training-Parks  
**DATE:** April 17, 2017

## **INTRODUCTION**

The National Recreation and Park Association (NRPA) is the national organization for Parks and Recreation professionals. In 2017, the NRPA will be holding its annual conference in New Orleans, Louisiana from September 26 through September 28. The conference early registration fee period begins on May 1.

## **DISCUSSION**

The NRPA conference is an annual training opportunity in which session topics are presented by nationally known and recognized professionals in the field of parks and recreation as well as in other professional fields such as planning, landscape architecture and engineering. It is the premier training opportunity for parks and recreational professionals. Breakout sessions include topics in such areas as:

- recreational programming
- parks maintenance
- management
- natural resources
- outdoor recreation
- facility management
- citizen advisory boards
- aquatics
- trends in the profession

The Parks and Recreation Director will provide a written summary of the NRPA conference and share it with the City Administrator and City Council members. Additionally, information acquired during the conference sessions, including any handouts/materials, will be shared with other Parks and Recreation Department staff members.

## **BUDGET IMPACT**

The following are estimated costs associated with attending the NRPA Conference:

- Full Conference Early Registration Fee: \$535.00
- Flight/Travel: \$450.00
- Hotel: \$700.00
- Meals: \$250.00
- TOTAL: \$1,935.00

Funding to travel to and attend the conference is included in the Parks and Recreation Department's 2017

budget.

**ACTION REQUESTED**

Approve Parks and Recreation Director Randy Distad's request to attend the NRPA annual conference being held in New Orleans, Louisiana from September 26-28, 2017.



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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Brenda Wendlandt, Human Resources Director  
**SUBJECT:** Acknowledge Resignation Engineering-Human Resources  
**DATE:** April 17, 2017

## **INTRODUCTION**

The city has received notice that Ms. Jennifer Dullum has resigned from her position as Natural Resources Specialist.

## **DISCUSSION**

Ms. Dullum has been employed with the City of Farmington since September of 2003 and has been a valued member of the organization. The city appreciates her commitment to the organization and wishes her well in her future endeavors.

Staff does intend to fill this vacancy, however, they will be evaluating the position responsibilities and needs of the department to ensure that the position to be filled is the appropriate position for the organization.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Acknowledge the resignation of Ms. Jennifer Dullum effective April 29, 2017.





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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Brenda Wendlandt, Human Resources Director  
**SUBJECT:** Acknowledge Resignation Engineering-Human Resources  
**DATE:** April 17, 2017

## **INTRODUCTION**

The city has received notice that Mr. John Schmeling has resigned from his position as Civil Engineer.

## **DISCUSSION**

Mr. Schmeling has been employed with the City of Farmington since February of 2016 and has been a valued member of the organization. The city appreciates his commitment to the organization and wishes him well in his future endeavors.

Staff does intend to fill this vacancy, however, they will be evaluating the position responsibilities and needs of the department to ensure that the position to be filled is the appropriate position for the organization.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Acknowledge the resignation of Mr. John Schmeling effective April 21, 2017.



# City of Farmington

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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Brenda Wendlandt, Human Resources Director  
**SUBJECT:** Appointment Recommendation Liquor Operations-Human Resources  
**DATE:** April 17, 2017

## **INTRODUCTION**

The recruitment and selection process for the appointment of a part-time liquor clerk has been completed.

## **DISCUSSION**

After a thorough review by Liquor Operations and the Human Resource Office, a contingent offer of employment has been made to Cody Tamble, subject to a background check, pre-employment drug test and ratification by the city council.

Mr. Tamble meets the qualifications for this position.

## **BUDGET IMPACT**

Mr. Tamble's starting hourly rate will be \$11.41 which is the first step in the salary range for this position (salary range: \$11.41 - \$13.37).

Funding for this position is authorized in the 2017 budget.

## **ACTION REQUESTED**

Approve the appointment of Cody Tamble as a part-time liquor clerk effective on or about April 21, 2017.



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---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Robin Hanson, Finance Director  
**SUBJECT:** Approve Bills-Finance  
**DATE:** April 17, 2017

## **INTRODUCTION**

Attached are the March 30, 2017-April 12, 2017 check payments and March 2017 automatic payments for your consideration.

## **DISCUSSION**

NA

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

Approve the attached payments.

## **ATTACHMENTS:**

Type	Description
▣ Backup Material	03-30-17 - 04-12-17 Council Check Register with Autopays

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

## Council Check Summary

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3/1/2017 - 4/12/2017

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
<b>139360</b>	<b>3/31/2017</b>		<b>114024 APPLE CHEVROLET BUICK, NORTHFIELD</b>												
		107.43	DOOR MOLDING FOR IMPALA		154687	50750	1051	6230			VEHICLE SUPPLIES & PARTS	PATROL SERVICES	01000	05	
		107.43													
<b>139369</b>	<b>3/31/2017</b>		<b>110511 CHARTER COMMUNICATIONS</b>												
		15.00	POOL PHONE BILL APR'17		154595	0290159 APR'17	1097	6411			TELEPHONE	SWIMMING POOL OPERATIONS	01000	09	
		15.00													
<b>139371</b>	<b>3/31/2017</b>		<b>115364 CRAIG, ROBYN</b>												
		98.69	MILEAGE TO CMC TRNG & HOTEL		154593	20170120 - CRAIG	1005	6470			TRAINING & SUBSISTANCE	LEGISLATIVE CONTROL	01000	01	
		72.12	MILEAGE TO CMC TRNG & HOTEL		154593	20170120 - CRAIG	1005	6485			MILEAGE REIMBURSEMENT	LEGISLATIVE CONTROL	01000	01	
		170.81													
<b>139373</b>	<b>3/31/2017</b>		<b>109931 FACTORY MOTOR PARTS CO</b>												
		448.89	BRAKES & ROTORS		154386	1-5193823	1051	6230			VEHICLE SUPPLIES & PARTS	PATROL SERVICES	01000	05	
		448.89													
<b>139374</b>	<b>3/31/2017</b>		<b>100022 FARMINGTON PRINTING INC</b>												
		430.00	#10 WINDOW ENVELOPES		154521	11250	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		106.50	WHITE PRINTER PAPER		154522	11255	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		17.25	NAME PLATE - STEPHEN GASSERT		154523	11269	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		553.75													
<b>139377</b>	<b>3/31/2017</b>		<b>107937 HANSON, ROBIN</b>												
		69.02	MILEAGE TO LOGIS & MN GFOA MTG		154609	20170215 - HANSON	1021	6485			MILEAGE REIMBURSEMENT	GENERAL ACCOUNTING	01000	02	
		69.02													
<b>139386</b>	<b>3/31/2017</b>		<b>108496 LINN'S CARPET SERVICE</b>												
		493.28	WALL TRIM FROM WATER DAMAGE		154528	680771	1060	6515			BUILDING REPAIR SERVICE	FIRE SERVICES	01000	06	
		493.28													
<b>139387</b>	<b>3/31/2017</b>		<b>111268 LUTZ, CHRISTOPHER</b>												
		50.00	USPCA MEMBERSHIP		154684	20170322 - LUTZ	1051	6406			K-9 EXPENSE	PATROL SERVICES	01000	05	
		251.28	LUNCH & DOG KENNEL REIMBURSE		154685	20170313 - LUTZ	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		301.28													
<b>139389</b>	<b>3/31/2017</b>		<b>115396 MACQUEEN EMERGENCY GROUP</b>												
		191.00	FD-VALVE LEAK REPAIRS		154529	W00055	1060	6510			VEHICLE REPAIR SERVICE	FIRE SERVICES	01000	06	
		191.00													
<b>139390</b>	<b>3/31/2017</b>		<b>114625 MASTER MECHANICAL, INC</b>												
		22.43	MAKE UP AIR #3 & #4 REPAIR		154520	47287	1072	6515			BUILDING REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		22.43	MAKE UP AIR #3 & #4 REPAIR		154520	47287	1090	6515			BUILDING REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		44.86													
<b>139393</b>	<b>3/31/2017</b>		<b>100360 MN ASSOCIATION OF SENIOR SVS</b>												
		39.00	2017 ANNUAL MASS CONFERENCE		154519	ANNUAL MASS CONFERENCE	1093	6470			TRAINING & SUBSISTANCE	SENIOR CITIZEN SERVICES	01000	09	

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[illegible]

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

## Council Check Summary

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3/1/2017 - 4/12/2017

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
<b>139430</b>	<b>4/7/2017</b>		<b>100025 CINTAS CORP LOC 754</b>												
		27.39	UNIFORMS		154734	754699795	1072	6290			UNIFORMS & CLOTHING	STREET MAINTENANCE	01000	08	
		27.40	UNIFORMS		154736	754702435	1072	6290			UNIFORMS & CLOTHING	STREET MAINTENANCE	01000	08	
		27.40	WEEKLY UNIFORM CLEANING SERVIC		154771	754707726	1072	6290			UNIFORMS & CLOTHING	STREET MAINTENANCE	01000	08	
		27.75	WEEKLY UNIFORM CLEANING SERVIC		154772	754705051	1072	6290			UNIFORMS & CLOTHING	STREET MAINTENANCE	01000	08	
		31.37	WEEKLY UNIFORM CLEANING SERVIC		154772	754705051	1090	6290			UNIFORMS & CLOTHING	PARK MAINTENANCE	01000	09	
		30.95	WEEKLY UNIFORM CLEANING SERVIC		154771	754707726	1090	6290			UNIFORMS & CLOTHING	PARK MAINTENANCE	01000	09	
		30.95	UNIFORMS		154736	754702435	1090	6290			UNIFORMS & CLOTHING	PARK MAINTENANCE	01000	09	
		30.95	UNIFORMS		154734	754699795	1090	6290			UNIFORMS & CLOTHING	PARK MAINTENANCE	01000	09	
		<u>234.16</u>													
<b>139435</b>	<b>4/7/2017</b>		<b>100041 DAKOTA COUNTY PROPERTY TAXATION</b>												
		908.00	DAKOTA COUNTY TIF MAINTENANCE		154460	2016 TIF	1021	6401			PROFESSIONAL SERVICES	GENERAL ACCOUNTING	01000	02	
						MAINTENANCE									
		<u>908.00</u>													
<b>139436</b>	<b>4/7/2017</b>		<b>108967 DICK'S VALLEY SERVICE INC</b>												
		185.00	TOW CHARGE 17000269		154740	176888	1051	6401			PROFESSIONAL SERVICES	PATROL SERVICES	01000	05	
		71.50	TOW FOR 909		154726	176939	1090	6230			VEHICLE SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		<u>256.50</u>													
<b>139437</b>	<b>4/7/2017</b>		<b>107008 DISTAD, RANDY</b>												
		56.71	MARCH 2017 MILEAGE		154803	20170331 - DISTAD	1094	6485			MILEAGE REIMBURSEMENT	PARK & RECREATION ADMIN	01000	09	
		<u>56.71</u>													
<b>139438</b>	<b>4/7/2017</b>		<b>114949 DVS REGISTRATION</b>												
		16.00	TAB RENEWAL F#0581		154711	TAB RENEWAL F#0581	1051	6234			VEHICLE LICENSES, TAXES, FEE	PATROL SERVICES	01000	05	
		<u>16.00</u>													
<b>139439</b>	<b>4/7/2017</b>		<b>100022 FARMINGTON PRINTING INC</b>												
		196.00	BUSINESS CARDS		154743	11271	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		<u>196.00</u>													
<b>139446</b>	<b>4/7/2017</b>		<b>111773 INNOVATIVE OFFICE SOLUTIONS, LLC</b>												
		39.07	OFFICE SUPPLIES		154741	IN1537777	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		26.30	OFFICE SUPPLIES		154742	IN1539795	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		1.82	OFFICE SUPPLIES		154749	IN1540246	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		<u>67.19</u>													
<b>139449</b>	<b>4/7/2017</b>		<b>114167 JONES &amp; BARTLETT LEARNING, LLC</b>												
		4,662.00	FD-HAZ-MAT TEXTBOOKS		154793	3593877	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		<u>4,662.00</u>													
<b>139450</b>	<b>4/7/2017</b>		<b>100080 KEEPRS INC</b>												
		387.00	LESS LETHAL ROUNDS		154758	337127	1051	6250			OTHER SUPPLIES & PARTS	PATROL SERVICES	01000	05	

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

## Council Check Summary

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3/1/2017 - 4/12/2017

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		387.00													
<b>139451</b>	<b>4/7/2017</b>		<b>111268 LUTZ, CHRISTOPHER</b>												
		24.24	K9 TRAINING LUNCHES		154699	20170327 - LUTZ	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		24.24													
<b>139452</b>	<b>4/7/2017</b>		<b>115396 MACQUEEN EMERGENCY GROUP</b>												
		75.34	FD-ENGINE 1 REPAIRS		154756	P00126	1060	6230			VEHICLE SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		373.55	FD-ENGINE 1 PUMP PRIMER REPAIR		154757	W00046	1060	6510	1		OUTSIDE VEHICLE REPAIR	FIRE SERVICES	01000	06	
		448.89													
<b>139453</b>	<b>4/7/2017</b>		<b>111035 MEDICINE LAKE TOURS</b>												
		828.00	RRC ST CLOUD THEATER TOUR		154776	20170411 - TOUR	1093	6401			PROFESSIONAL SERVICES	SENIOR CITIZEN SERVICES	01000	09	
		828.00													
<b>139454</b>	<b>4/7/2017</b>		<b>112331 MIDWEST ELECTRICAL TECHNOLOGIES</b>												
		5,293.14	20160405 ELECTRICAL PERMITS		154826	20160405	1000	2020			CONTRACTS PAYABLE	GENERAL FUND BALANCE SHEB	1000		
						ELECTRICAL PRMTS									
		5,293.14													
<b>139456</b>	<b>4/7/2017</b>		<b>110692 MOBILE MINI, INC</b>												
		55.94	WARMING HOUSE RENTAL		154702	9001914797	1090	6401			PROFESSIONAL SERVICES	PARK MAINTENANCE	01000	09	
		55.94													
<b>139458</b>	<b>4/7/2017</b>		<b>101249 MULLER, CYNTHIA</b>												
		49.53	MILEAGE ELECTION MEETING		154700	20170310 - MULLER	1010	6480			MEETING EXPENSE	ADMINISTRATION	01000	01	
		23.91	MILEAGE ELECTION MEETING		154700	20170310 - MULLER	1013	6485			MILEAGE REIMBURSEMENT	ELECTIONS	01000	01	
		73.44													
<b>139459</b>	<b>4/7/2017</b>		<b>108225 MUNICIPAL EMERGENCY SERVICES, INC</b>												
		285.25	FD LEATHER BOOTS (MOE)		154751	IN1113850	1060	6290	1		TURNOUT GEAR	FIRE SERVICES	01000	06	
		285.25													
<b>139461</b>	<b>4/7/2017</b>		<b>102644 NORTHERN SAFETY TECHNOLOGY</b>												
		1,442.46	FD-LED LIGHT UPGRADES #4780		154752	43361	1060	6230			VEHICLE SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		1,442.46													
<b>139462</b>	<b>4/7/2017</b>		<b>100093 PELLICCI HARDWARE &amp; RENTAL</b>												
		.44	WRENCH LINK		154731	K06950	1015	6220			EQUIP SUPPLIES & PARTS	CITY HALL	01000	01	
		175.91	PAPER PRODUCTS		154732	58648	1015	6240			BUILDING SUPPLIES & PARTS	CITY HALL	01000	01	
		10.96	CARPET REPAIR SUPPLIES		154770	K07277	1015	6515			BUILDING REPAIR SERVICE	CITY HALL	01000	01	
		9.99	OUTLET & GFCI TESTER		154747	7009 /F	1031	6220			EQUIP SUPPLIES & PARTS	BUILDING INSPECTIONS	01000	07	
		7.99	NUTS/BOLTS/ NAILS & WIPES		154739	K06960	1031	6230			VEHICLE SUPPLIES & PARTS	BUILDING INSPECTIONS	01000	07	
		83.77	PAPER PRODUCTS		154732	58648	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		.25	WRENCH LINK		154731	K06950	1050	6220			EQUIP SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		4.12	WRENCH LINK		154731	K06950	1060	6220			EQUIP SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		209.43	PAPER PRODUCTS		154732	58648	1060	6240			BUILDING SUPPLIES & PARTS	FIRE SERVICES	01000	06	

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		51.90	FD OFFICE SUPPLIES		154348	K06999	1060	6210			OFFICE SUPPLIES	FIRE SERVICES	01000	06	
		86.43	FD-STATION 2 MEZZANINE PAINT		154750	6899-1	1060	6515			BUILDING REPAIR SERVICE	FIRE SERVICES	01000	06	
		84.45	FD-STATION 2 MEZZANINE PAINT		154753	K07097	1060	6515			BUILDING REPAIR SERVICE	FIRE SERVICES	01000	06	
		16.99	FD-ENGINE 1 REPAIR (#4781)		154778	K07319	1060	6230			VEHICLE SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		15.98	FD-STATION 1 HAND CLEANER		154782	K07254	1060	6240			BUILDING SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		24.99	FD TRAINING KEROSENE		154788	A62328	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		16.99	FD-ELECTRICAL PLUG IN FOR TRCK		154792	K07170	1060	6240			BUILDING SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		.02-	ICE REPAIR RETURN		154764	K07295 CR	1072	6505			EQUIPMENT REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		.14	ICE MACHINE REPAIR		154765	K07291	1072	6505			EQUIPMENT REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		.30	BUIDLING REPAIR 1/2" GALV		154745	K06876	1072	6515			BUILDING REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		.80	BUIDLING REPAIR		154746	K06861	1072	6515			BUILDING REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		53.91	CONCRETE MIX		154797	K07146	1072	6250			OTHER SUPPLIES & PARTS	STREET MAINTENANCE	01000	08	
		7.92	NUTS/BOLTS/ NAILS		154717	K06791	1072	6250			OTHER SUPPLIES & PARTS	STREET MAINTENANCE	01000	08	
		4.29	ZIP TIES		154718	K06777	1072	6250			OTHER SUPPLIES & PARTS	STREET MAINTENANCE	01000	08	
		29.32	PAPER PRODUCTS		154732	58648	1072	6240			BUILDING SUPPLIES & PARTS	STREET MAINTENANCE	01000	08	
		.52	CAULK FOR MECH ROOM		154744	K06976	1072	6515			BUILDING REPAIR SERVICE	STREET MAINTENANCE	01000	08	
		.08	WRENCH LINK		154731	K06950	1072	6220			EQUIP SUPPLIES & PARTS	STREET MAINTENANCE	01000	08	
		28.97	PAINTING SUPPLIES & SPOUT		154794	K07104	1076	6220			EQUIP SUPPLIES & PARTS	NATURAL RESOURCES	01000	07	
		1.86	ICE MACHINE REPAIR		154765	K07291	1090	6505			EQUIPMENT REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		12.59	BOLTS, NUTS, WASHERS		154774	K07202	1090	6250			OTHER SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		.79	BUIDLING REPAIR		154746	K06861	1090	6515			BUILDING REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		.30	BUIDLING REPAIR 1/2" GALV		154745	K06876	1090	6515			BUILDING REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		.04-	ICE REPAIR RETURN		154764	K07295 CR	1090	6505			EQUIPMENT REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		93.94	GLOVES & CASTER PLATE		154730	K06937	1090	6250			OTHER SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		1.06	WRENCH LINK		154731	K06950	1090	6220			EQUIP SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		.53	CAULK FOR MECH ROOM		154744	K06976	1090	6515			BUILDING REPAIR SERVICE	PARK MAINTENANCE	01000	09	
		33.64	EQUIPMENT BOX PAINT		154733	K06800	1090	6250			OTHER SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		29.99	ROPE FOR VETS MEMORIAL		154737	6922 -1	1090	6250			OTHER SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		35.62	EQUIPMENT BOX PAINT		154738	K07062	1090	6250			OTHER SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		92.15	PAPER PRODUCTS		154732	58648	1090	6240			BUILDING SUPPLIES & PARTS	PARK MAINTENANCE	01000	09	
		41.89	PAPER PRODUCTS		154732	58648	1093	6240			BUILDING SUPPLIES & PARTS	SENIOR CITIZEN SERVICES	01000	09	
		.76	WRENCH LINK		154731	K06950									



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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		5.00	FEB'17 ELEC CIV DEFENSE SIREN		153687	198227-1 JAN'17	1054	6422			ELECTRIC	EMERGENCY MGMT SERVICES	01000	05	
		5.00	FEB'17 ELEC CIV DEFENSE SIREN		153688	226095-8 JAN'17	1054	6422			ELECTRIC	EMERGENCY MGMT SERVICES	01000	05	
		649.10	JAN'17 ELEC FIRE STAT #2		153559	397195-9 JAN'17	1060	6422			ELECTRIC	FIRE SERVICES	01000	06	
		33.00	JAN'17 ELEC 195 TUNNEL LIGHTS		153570	546832-7 JAN'17	1090	6422			ELECTRIC	PARK MAINTENANCE	01000	09	
		692.10													
<b>20170307</b>	<b>3/6/2017</b>		<b>100394 XCEL ENERGY</b>												
		8.14	JAN'17 ELEC CIVIL DEF SIREN		153626	514874006-1 JAN'17	1054	6422			ELECTRIC	EMERGENCY MGMT SERVICES	01000	05	
		8.14													
<b>20170308</b>	<b>3/8/2017</b>		<b>100394 XCEL ENERGY</b>												
		5.18	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	1072	6422			ELECTRIC	STREET MAINTENANCE	01000	08	
		8.64	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	1090	6422			ELECTRIC	PARK MAINTENANCE	01000	09	
		13.82													
<b>20170309</b>	<b>3/15/2017</b>		<b>100394 XCEL ENERGY</b>												
		2,450.44	CTY HALL/ FRT BLDG ELEC FEB'17		154069	51-4874007-2 FEB'17	1015	6422			ELECTRIC	CITY HALL	01000	01	
		492.36	PARK/ WARM HOUSE ELEC FEB'17		154069	51-4874007-2 FEB'17	1090	6422			ELECTRIC	PARK MAINTENANCE	01000	09	
		611.77	SENIOR CENTER ELEC FEB'17		154069	51-4874007-2 FEB'17	1093	6422			ELECTRIC	SENIOR CITIZEN SERVICES	01000	09	
		37.70	POOL ELEC FEB'17		154069	51-4874007-2 FEB'17	1097	6422			ELECTRIC	SWIMMING POOL OPERATIONS	01000	09	
		3,592.27													
<b>20170312</b>	<b>3/20/2017</b>		<b>111046 VOYAGER FLEET SYSTEMS INC</b>												
		2.38	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	1015	6272			FUEL	CITY HALL	01000	01	
		150.29	FEB'17 FUEL BLDG INSP		154313	EB'17 869088237 BLDG INSP	1031	6272			FUEL	BUILDING INSPECTIONS	01000	07	
		1.42	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	1050	6272			FUEL	POLICE ADMINISTRATION	01000	05	
		3,220.75	FEB'17 FUEL POLICE		154269	FEB'17 869088237 POLICE	1051	6272			FUEL	PATROL SERVICES	01000	05	
		734.08	FEB'17 FUEL FIRE		154315	FEB'17 869088237 FIRE	1060	6272			FUEL	FIRE SERVICES	01000	06	
		23.22	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	1060	6272			FUEL	FIRE SERVICES	01000	06	
		21.16	FEB'17 FUEL ENGINEERING		154270	FEB'17 869088237 ENGINEER	1070	6272			FUEL	ENGINEERING SERVICES	01000	07	
		214.32	FEB'17 FUEL STREETS		154279	FEB'17 869088237	1072	6272			FUEL	STREET MAINTENANCE	01000	08	

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
						STR/SNOW									
		.47	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237	1072	6272			FUEL	STREET MAINTENANCE	01000	08	
						BLDG MAINT									
		106.31	FEB'17 FUEL SNOW		154279	FEB'17 869088237	1073	6272			FUEL	SNOW REMOVAL SERVICES	01000	08	
						STR/SNOW									
		95.34	FEB'17 FUEL NAT RESC		154311	FEB'17 869088237	1076	6272			FUEL	NATURAL RESOURCES	01000	07	
						NAT RES									
		5.99	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237	1090	6272			FUEL	PARK MAINTENANCE	01000	09	
						BLDG MAINT									
		786.84	FEB'17 FUEL PARKS		154267	FEB'17 869088237	1090	6272			FUEL	PARK MAINTENANCE	01000	09	
						PARKS									
		4.26	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237	1093	6272			FUEL	SENIOR CITIZEN SERVICES	01000	09	
						BLDG MAINT									
		42.15	FEB'17 FUEL RRC		154325	FEB'17 869088237	1094	6272			FUEL	PARK & RECREATION ADMIN	01000	09	
						REC									
		5,408.98													
<b>20170313</b>	<b>3/22/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		19.79	MUNICIPAL POOL GAS FEB'17		154241	0504796591 FEB'17	1097	6423			NATURAL GAS	SWIMMING POOL OPERATIONS	01000	09	
		49.49	MUNICIPAL POOL GAS FEB'17		154242	0506104181 FEB'17	1097	6423			NATURAL GAS	SWIMMING POOL OPERATIONS	01000	09	
		69.28													
<b>20170314</b>	<b>3/23/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		1,586.54	CITY HALL GAS BILL FEB'17		154245	0505346885 FEB'17	1015	6423			NATURAL GAS	CITY HALL	01000	01	
		626.97	POLICE DEPT GAS FEB'17		154243	0505974444 FEB'17	1050	6423			NATURAL GAS	POLICE ADMINISTRATION	01000	05	
		2,213.51													
<b>20170315</b>	<b>3/24/2017</b>		<b>100085 DAKOTA ELECTRIC ASSOCIATION</b>												
		602.49	FIRE DEPT ELEC FEB'17		154065	167948-9 FEB'17	1060	6422			ELECTRIC	FIRE SERVICES	01000	06	
		37.56	PARK & REC SIGN ELEC FEB'17		154091	226047-9 FEB'17	1090	6422			ELECTRIC	PARK MAINTENANCE	01000	09	
		640.05													
<b>20170316</b>	<b>3/23/2017</b>		<b>100394 XCEL ENERGY</b>												
		496.98	DUNB AVE WARM HOUS ELEC FEB'17		154039	51-9027188 FEB'17	1090	6422			ELECTRIC	PARK MAINTENANCE	01000	09	
		496.98													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		586.84	STAND UP DESK - DANIELLE		154541	1759-5443-3/2	1010	6210			OFFICE SUPPLIES	ADMINISTRATION	01000	01	
		60.00	MN GFOA MEMBERSHIP		154569	7444-2694-2/8	1021	6460			SUBSCRIPTIONS & DUES	GENERAL ACCOUNTING	01000	02	
		15.00	MN GFOA MONTHLY MEETING		154570	7444-2660-2/8	1021	6470			TRAINING & SUBSISTANCE	GENERAL ACCOUNTING	01000	02	
		32.50	PHONE HEADSET		154562	1726-9327-2/23	1031	6412			CELLULAR PHONES	BUILDING INSPECTIONS	01000	07	
		85.00	FBI NAA MEMBERSHIP		154572	1726-4424-2/10	1050	6460			SUBSCRIPTIONS & DUES	POLICE ADMINISTRATION	01000	05	
		90.00	DSVAL LUNCH & PROGRAM		154573	1726-5843-2/9	1050	6470			TRAINING & SUBSISTANCE	POLICE ADMINISTRATION	01000	05	
		385.00	MN CHIEF OF POLICE ASSOC CONFR		154574	1726-2004-3/3	1050	6470			TRAINING & SUBSISTANCE	POLICE ADMINISTRATION	01000	05	
		44.99	WALL MOUNT FILE HOLDER		154577	1726-7598-2/16	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		14.89	WIRELESS COMPUTER MOUSE		154578	1726-5448-2/7	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		104.16	PRINTER/COMPUTER STANDS		154586	1726-8238-3/6	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		20.99	HAND SOAP		154588	1726-4864-2/24	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		46.93	KLEENEX		154590	1726-7523-2/23	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		59.00	TIMELINE SOFTWARE		154591	1726-5441-2/16	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		99.00	2017 AMAZON PRIME MEMBERSHIP		154592	1726-7758-2/7	1050	6460			SUBSCRIPTIONS & DUES	POLICE ADMINISTRATION	01000	05	
		14.45	MOUNTING TAPE		154802	1726-0767-3/7	1050	6250			OTHER SUPPLIES & PARTS	POLICE ADMINISTRATION	01000	05	
		250.00	BUDGETING TRAINING RUTHERFORD		154589	4021-5399-2/27	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		280.45	K9 CAESAR DOG FOOD		154587	1726-9068-2/27	1051	6406			K-9 EXPENSE	PATROL SERVICES	01000	05	
		102.00	DOG BOARDING - BOSCO		154581	1726-0073-2/15	1051	6406			K-9 EXPENSE	PATROL SERVICES	01000	05	
		475.00	FTO TRNG AMUNDSON		154583	4021-5278-3/1	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		475.00	FTO TRNG VAN DORN		154584	1726-1250-3/6	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		175.00	FTO UPDATE REDMOND		154585	1726-0252-2/21	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		250.00	SUPERVISOR SURVIVAL SAUTER		154571	1726-9104-2/16	1051	6470			TRAINING & SUBSISTANCE	PATROL SERVICES	01000	05	
		100.00	FORENSIC ACCOUNTING TRNG		154582	1726-2352-2/21	1052	6470			TRAINING & SUBSISTANCE	INVESTIGATION SERVICES	01000	05	
		800.00	INV ELECT RESEARCH TOOL		154575	1726-5866-2/17	1052	6250			OTHER SUPPLIES & PARTS	INVESTIGATION SERVICES	01000	05	
		179.85	INV FINGERPRINT SCANNERS		154576	1726-0284-2/7	1052	6250			OTHER SUPPLIES & PARTS	INVESTIGATION SERVICES	01000	05	
		68.00	FD OFFICER I TRAINING MEAL		154559	6133-7723-3/3	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		68.00	FD OFFICER I TRAINING MEAL		154560	6125-5750-2/24	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		21.88	FD VEHICLE STORAGE BINS		154561	6125-5342-2/21	1060	6230			VEHICLE SUPPLIES & PARTS	FIRE SERVICES	01000	06	
		68.00	FD OFFICER I TRAINING MEAL		154542	6125-8525-2/17	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		68.00	FD OFFICER I TRAINING MEAL		154543	6125-4262-2/10	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		40.97	FD SCHOOL INSPECTIONS DAY		154545	8040-4298-3/2	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		79.53	FD LIFE SAFETY ED CLASS		154547	8040-4209-2/17	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		77.79	FD LIFE SAFETY ED CLASS		154548	8040-3339-2/17	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		77.13	FD LIFE SAFETY ED CLASS		154549	8040-3618-2/16	1060	6470			TRAINING & SUBSISTANCE	FIRE SERVICES	01000	06	
		1.99	CMF MICROWAVE		154554	1734-1378-3/2	1072	6960			FURNITURE & OFFICE E	STREET MAINTENANCE	01000	08	
		25.90	CMF MICROWAVE		154554	1734-1378-3/2	1090	6960			FURNITURE & OFFICE E	PARK MAINTENANCE	01000	09	
		45.07	SANITARY NAPKINS		154555	1734-5133-2/23	1093	6250			OTHER SUPPLIES & PARTS	SENIOR CITIZEN SERVICES	01000	09	
		206.09	SANITARY NAPKIN DISPENSERS		154556	1734-8271-2/28	1093	6515			BUILDING REPAIR SERVICE	SENIOR CITIZEN SERVICES	01000	09	
		169.55	SANITARY COLLECTION BOX		154557	1734-0159-2/27	1093	6515			BUILDING REPAIR SERVICE	SENIOR CITIZEN SERVICES	01000	09	
		91.90	VALENTINES DAY TASTING		154565	3893-4266-2/15	1093	6570			PROGRAMMING EXPENSE	SENIOR CITIZEN SERVICES	01000	09	
		69.73	VALENTINES DAY SUPPLIES		154566	3893-9357-2/14	1093	6570			PROGRAMMING EXPENSE	SENIOR CITIZEN SERVICES	01000	09	
		60.00	CPRP - PARK & REC RENEWAL		154567	3893-0731-2/27	1093	6460			SUBSCRIPTIONS & DUES	SENIOR CITIZEN SERVICES	01000	09	
		32.49	BULLETIN BOARD		154579	1726-8369-2/13	1093	6210			OFFICE SUPPLIES	SENIOR CITIZEN SERVICES	01000	09	
		70.29	BULLETIN BOARDS AND LIGHTS		154580	1726-0677-2/7	1093	6210			OFFICE SUPPLIES	SENIOR CITIZEN SERVICES	01000	09	
		6,088.36													

01000 GENERAL FUND 59,133.27

139384 3/31/2017

114425 KING, DAVID &amp; GINA

9,000.00 COMM REHAB GRANT PR#3 154538 0001471 2000 6550 DEVELOPER PAYMENTS HRA/ECONOMIC DEVELOPMENT 02000 03

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
<b>139418</b>	<b>3/31/2017</b>		<b>100242 VOLUNTEER FIREFIGHTERS' BENEFIT</b>												
		427.00	FIRE FIGHTER INSURANCE		154533	FIRE FIGHTER	4302	6470			TRAINING & SUBSISTANCE	FIRE RELIEF	04300	06	
			INSURANCE												
		427.00													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		240.63	FD ICE RESCUE TRAINING CLASS		154544	6125-6936-2/9	4302	6470			TRAINING & SUBSISTANCE	FIRE RELIEF	04300	06	
		50.27	FD SNOW DUTY SHIFT MEALS		154546	8040-1678-2/24	4302	6470			TRAINING & SUBSISTANCE	FIRE RELIEF	04300	06	
		137.70	FD TRAINING NIGHT MEAL		154558	1228-0064-2/28	4302	6470			TRAINING & SUBSISTANCE	FIRE RELIEF	04300	06	
		428.60													
<b>04300</b>	<b>FIRE CAPITAL PROJECTS</b>				<b>855.60</b>										
<b>139391</b>	<b>3/31/2017</b>		<b>115533 MCNEVIN, SHELLEY</b>												
		35.00	CRAFT FAIR BOOTH CANCELLATION		154532	042217	4502	5355			DONATIONS	RRC CAPITAL IMPROVEMENT F	04500	09	
		35.00													
<b>139443</b>	<b>4/7/2017</b>		<b>101945 HAPPY HARRY'S FURNITURE</b>												
		777.00	BOOKCASES FOR RISTOW LIBRARY		154708	20170329	4502	6240			BUILDING SUPPLIES & PARTS	RRC CAPITAL IMPROVEMENT F	04500	09	
		777.00													
<b>04500</b>	<b>RECREATION CAPITAL PROJECTS</b>				<b>812.00</b>										
<b>139368</b>	<b>3/31/2017</b>		<b>107607 CASTLE ROCK TOWNSHIP</b>												
		1,624.26	CASTLE ROCK/ST MAINT 2015-2016		154498	225TH COST SHARE	5741	6401			PROFESSIONAL SERVICES	TOWNSHIP ROAD MAINTENANCE	05700		
		1,624.26													
<b>139465</b>	<b>4/7/2017</b>		<b>110760 PRO-TECH DESIGN SECURITY SOLUTIONS</b>												
		1,992.07	DURESS AND LOCKOUT BUTTONS		154775	79434	5731	6950		00430	MACHINERY & EQUIPMENT	BUILDING MAINTENANCE	05700		
		1,992.07													
<b>05700</b>	<b>MAINTENANCE FUND</b>				<b>3,616.33</b>										
<b>139358</b>	<b>3/24/2017</b>		<b>103627 ZAHL-PETROLEUM MAINTENANCE CO</b>												
		59.50	3-1/8" X 230' PAPER 50/CS		154150	0224484-IN	6110	6250			OTHER SUPPLIES & PARTS	DOWNTOWN LIQUOR REV & EXP	06100	02	
		59.50	3-1/8" X 230' PAPER 50/CS		154150	0224484-IN	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	
		119.00													
<b>139361</b>	<b>3/31/2017</b>		<b>113303 ARTISAN BEER COMPANY</b>												
		73.25	BEER ORDER		154610	3167064	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		289.00	BEER ORDER		154611	3167163	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		562.00	BEER ORDER		154629	3167065	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		309.00	BEER ORDER		154630	3165550	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	

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		1,233.25													
139363	3/31/2017		100493 BELLBOY CORPORATION												
		148.36	LIQ SUPPLIES & MIXES		154499	95540400	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		322.20	LIQ, SPIRITS ORDER		154500	58102400	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		198.48	LIQ SUPPLIES & MIXES		154631	95478600	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		253.41	LIQ SUPPLIES & MIXES		154632	95540600	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		193.10	WINE & LIQ ORDER		154633	58102500	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		1,115.55													
139364	3/31/2017		111280 BERNICK'S WINE												
		645.20	BEER ORDER		154634	350490	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		20.00	MP ORANGE		154635	350489	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		665.20													
139365	3/31/2017		114472 BREAKTHRU BEVERAGE MN BEER, LLC												
		1,227.30	BEER ORDER		154613	1090687193	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		24.00-	COORS LIGHT CREDIT		154614	1090670437 CR	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		45.00-	BEER ORDER CREDIT		154636	2090244190 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		2,392.75	BEER ORDER		154637	1090687194	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		3,945.00	BEER ORDER		154638	1090689936	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		7,496.05													
139366	3/31/2017		114471 BREAKTHRU BEVERAGE MN WINE & SPIRITS												
		945.30	LIQ, SPIRITS ORDER		154612	1080613813	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		750.96	LIQ, SPIRITS ORDER		154639	1080611111	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		1,951.55	LIQ, SPIRITS ORDER		154640	1080613864	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		3,647.81													
139370	3/31/2017		100071 COLLEGE CITY BEVERAGE INC												
		1,129.10	BEER ORDER		154501	100-166	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		111.10-	BEER ORDER CREDIT		154502	100-167 CR	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		3,577.20	BEER ORDER		154641	100-164	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		240.30-	BEER ORDER CREDIT		154642	100-164 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		4,354.90													
139376	3/31/2017		100330 GRAPE BEGINNINGS INC												
		451.25	WINE ORDER		154643	MN00018697	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		451.25													
139378	3/31/2017		100074 HOHENSTEINS INC												
		258.00	BEER ORDER		154615	884									



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<b>139380</b>	<b>3/31/2017</b>		<b>109846 J J TAYLOR DISTRIBUTING CO OF MN INC</b>												
		5,546.60	BEER ORDER		154616	2650996	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		7,695.30	BEER ORDER		154647	2650995	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		4,960.11	BEER ORDER		154648	2650965	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		137.00-	WINE ORDER CREDIT		154649	2639113 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		18,065.01													
<b>139381</b>	<b>3/31/2017</b>		<b>100033 JOHNSON BROTHERS LIQUOR CO</b>												
		8.89-	WINE ORDER CREDIT		154504	619165 CR	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		663.57	LIQ, SPIRITS ORDER		154617	5684950	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		638.83	WINE ORDER		154618	5684951	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		52.51	SVEDKA VODKA RASPB & PINEAPPLE		154619	5685057	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		51.11	REX GOLIATH WINE ORDER		154620	5685058	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		1,111.56	LIQ, SPIRITS ORDER		154621	5685059	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		418.29	LIQ, SPIRITS ORDER		154622	5685060	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		968.92	WINE ORDER		154623	5685061	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		37.51	MASTER MIXES STRAW DAQ & MARG		154650	5684961	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		21.99	B&J PINA COLADA		154651	5684960	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		1,581.04	WINE ORDER		154652	5684959	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		425.69	LIQ, SPIRITS ORDER		154653	5684958	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		2,005.83	LIQ, SPIRITS ORDER		154654	5684957	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		109.01	WINE ORDER		154655	5684956	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		256.43	LIQ, SPIRITS ORDER		154656	5684955	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		579.40	WINE ORDER		154657	5684954	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		73.97	CUERVO MIX MARG & LIME JUICE		154658	5684953	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		336.65	LIQ, SPIRITS ORDER		154659	5684952	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		8.96-	NOBILO SAUV BLANC RETURN		154660	617563 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		21.99	B&J FUZZY NAVEL		154661	5679788	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		412.07	WINE ORDER		154662	5679787	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		308.53	LIQ, SPIRITS ORDER		154663	5679786	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		.12	CAPTIAN MORGAN LOCO NUT		154664	5679785	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		3,214.37	LIQ, SPIRITS ORDER		154665	5679783	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		125.66	DREAMING TREE CRUSH		154666	5679782	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		178.02	LIQ, SPIRITS ORDER		154667	5679781	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		256.80	WINE ORDER		154668	5679780	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		823.10	LIQ, SPIRITS ORDER		154669	5679779	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		14,655.12													
<b>139388</b>	<b>3/31/2017</b>		<b>107747 M. AMUNDSON LLP</b>												
		899.10	CIGARETTE & POP ORDER		154670	234452	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		899.10													
<b>139400</b>	<b>3/31/2017</b>		<b>100290 PAUSTIS &amp; SONS WINE COMPANY</b>												
		612.75	WINE ORDER		154510	8580088-IN	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	

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		327.00	WINE ORDER		154671	8583868-IN	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		646.50	WINE ORDER		154672	8584628-IN	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		116.20	MARILYN MERLOT ORDER		154688	8578840-IN	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		1,702.45													
<b>139401</b>	<b>3/31/2017</b>		<b>100032 PEPSI COLA COMPANY</b>												
		124.10	POP ORDER		154673	77106062	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		1.86	PK INVOICE LATE FEE 7106062		154686	LATE FEE	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		125.96													
<b>139402</b>	<b>3/31/2017</b>		<b>100034 PHILLIPS WINE AND SPIRITS INC</b>												
		79.02	SUTTER WHITE ZINFANDEL ORDER		154625	2140398	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		675.46	LIQ, SPIRITS ORDER		154626	2140397	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		290.79	WINE ORDER		154674	2140342	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		413.70	LIQ, SPIRITS ORDER		154675	2140341	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		29.51	WINE ORDER		154676	2136850	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		444.86	LIQ, SPIRITS ORDER		154677	2136849	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		1,933.34													
<b>139406</b>	<b>3/31/2017</b>		<b>114619 RED BULL DISTRIBUTION CO INC</b>												
		98.00	RED BULL ORDER		154508	K-23940919	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		98.00													
<b>139408</b>	<b>3/31/2017</b>		<b>109722 RJM DISTRIBUTING INC</b>												
		109.90	NORTH LAKE BEER ORDER		154678	IND013002	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		109.90													
<b>139410</b>	<b>3/31/2017</b>		<b>112051 SOUTHERN GLAZER'S OF MN</b>												
		3,702.40	WINE & LIQ ORDER		154627	1523908	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		3,317.29	LIQ, SPIRITS ORDER		154680	1521382	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		5,037.88	LIQ, SPIRITS ORDER		154681	1523305	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		2,818.93	LIQ, SPIRITS ORDER		154682	1523915	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		14,876.50													
<b>139420</b>	<b>3/31/2017</b>		<b>100334 WINE MERCHANTS</b>												
		85.51	PETIRROJO MERLOT ORDER		154628	7125671	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		317.02	WINE ORDER		154683	7125651	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		402.53													
<b>139426</b>	<b>4/7/2017</b>		<b>113303 ARTISAN BEER COMPANY</b>												
		408.75	BEER ORDER		154806	3168722	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		408.75													
<b>139428</b>	<b>4/7/2017</b>		<b>114472 BREAKTHRU BEVERAGE MN BEER, LLC</b>												
		6,402.00	BEER ORDER		154689	1090689935	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		1,176.00	BEER ORDER		154760	1090691334	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	

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		7,578.00													
<b>139431</b>	<b>4/7/2017</b>		<b>100071 COLLEGE CITY BEVERAGE INC</b>												
		5,600.55	BEER ORDER		154690	100-210	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		308.38-	BEER ORDER CREDIT		154691	100-211 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		6,591.31	BEER ORDER		154692	100-208	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		244.50-	BEER ORDER CREDIT		154694	100-209 CR	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		11,638.98													
<b>139442</b>	<b>4/7/2017</b>		<b>100027 GREAT LAKES COCA-COLA DISTRIBUTION, LLC</b>												
		226.94	POP ORDER		154503	3616202357	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		291.03	POP ORDER		154644	3616202358	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		517.97													
<b>139445</b>	<b>4/7/2017</b>		<b>100074 HOHENSTEINS INC</b>												
		90.00	BEER ORDER		154695	885389	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		740.00	BEER ORDER		154807	886298	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		830.00													
<b>139447</b>	<b>4/7/2017</b>		<b>109846 J J TAYLOR DISTRIBUTING CO OF MN INC</b>												
		5,023.19	BEER ORDER		154808	2668633	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		5,023.19													
<b>139448</b>	<b>4/7/2017</b>		<b>100033 JOHNSON BROTHERS LIQUOR CO</b>												
		8.67-	WINE ORDER CREDIT		154696	619196 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		20.00-	E&J BRANDY CREDIT		154697	619197 CR	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
		227.02	SVEDKA VODKA ORDER		154809	5690885	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		201.62	WINE ORDER		154810	5690886	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		1,446.15	E&J BRANDY ORDER		154811	5690887	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		529.59	WINE ORDER		154812	5690888	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		4,131.79	LIQ, SPIRITS ORDER		154813	5690889	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		675.80	WINE ORDER		154814	5690890	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		4,010.11	LIQ, SPIRITS ORDER		154815	5690891	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		91.97	LIQ, SPIRITS ORDER		154816	5690892	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		3,325.01	WINE ORDER		154817	5687631	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
		14,610.39													
<b>139457</b>	<b>4/7/2017</b>		<b>107932 MOOD MEDIA</b>												
		80.96	MOOD MEDIA SERVICES APR'17		154624	53109151	6110	6401			PROFESSIONAL SERVICES	DOWNTOWN LIQUOR REV & EX	06100	02	
		80.96	MOOD MEDIA SERVICES APR'17		154624	53109151	6115	6401			PROFESSIONAL SERVICES	PILOT KNOB LIQUOR	06100	02	
		161.92													
<b>139462</b>	<b>4/7/2017</b>		<b>100093 PELLICCI HARDWARE &amp; RENTAL</b>												
		50.47	CLEANING SUPPLIES DT LIQ STORE		154727	K06892	6110	6250			OTHER SUPPLIES & PARTS	DOWNTOWN LIQUOR REV & EX	06100	02	
		9.63	PK LIQ STORE GARBAGE BAGS		154780	K07181	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	
		36.41	PAPER TOWELS FOR PK LIQ STORE		154709	K07413	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	

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			54.45	CLEANING SUPPLIES PK LIQ STORE		154727	K06892	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	
			150.96													
139463	4/7/2017			100034 PHILLIPS WINE AND SPIRITS INC												
			1,655.43	WINE ORDER		154818	2142148	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			3.02	WINE ORDER		154819	2142078	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			905.14	LIQ, SPIRITS ORDER		154820	2144331	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			398.05	WINE ORDER		154821	214432	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			2,961.64													
139468	4/7/2017			100357 RIVERTOWN NEWSPAPER GROUP												
			21.12	NEWSPAPER SALES MAR'17		154804	58123	6110	5502			COST OF GOODS SOLD	DOWNTOWN LIQUOR REV & EXPENSE	06100	02	
			40.92	NEWSPAPER SALES MAR'17		154805	58116	6115	5502			COST OF GOODS SOLD	PILOT KNOB LIQUOR	06100	02	
			62.04													
139470	4/7/2017			107018 SHAMROCK GROUP												
			64.40	ICE CUBES		154147	2096676	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			69.90	ICE CUBES		154452	2096675	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
			134.30													
139472	4/7/2017			112051 SOUTHERN GLAZER'S OF MN												
			181.90	LIQ, SPIRITS ORDER		154822	1523909	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			2,387.61	LIQ, SPIRITS ORDER		154823	1526626	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			2,569.51													
139476	4/7/2017			113871 VAN PAPER COMPANY												
			189.98	BAGS FOR DT LIQ STORE		154729	418194-00	6110	6250			OTHER SUPPLIES & PARTS	DOWNTOWN LIQUOR REV & EXPENSE	06100	02	
			173.36	BAGS FOR PK LIQ STORE		154728	418196-00	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	
			363.34													
139477	4/7/2017			108808 VINOCOPIA												
			379.00	WINE, LIQ, & BEER ORDER		154698	0176787-IN	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			697.93	LIQ, SPIRITS ORDER		154759	0176788-IN	6100	1405	15		INVENTORY- PILOT KNOB	LIQUOR OPERATIONS	06100	02	
			1,076.93													
139479	4/7/2017			100334 WINE MERCHANTS												
			1,106.61	WINE ORDER		154824	7126125	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			121.51	WINE ORDER		154825	7126697	6100	1405	10		INVENTORY- DOWNTOWN	LIQUOR OPERATIONS	06100	02	
			1,228.12													
0170303	3/20/2017			108980 MINNESOTA ENERGY RESOURCES CORPORATION												
			285.81	DT LIQ STORE GAS FEB'17		154087	0503154879 FEB'17	6110	6423			NATURAL GAS	DOWNTOWN LIQUOR REV & EXPENSE	06100	02	
			285.81													

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<b>20170316</b>	<b>3/23/2017</b>		<b>100394 XCEL ENERGY</b>												
		845.71	FEB'17 ELEC DT LIQ STORE		153924	51-4874008 FEB'17	6110	6422			ELECTRIC	DOWNTOWN LIQUOR REV & EXP	06100	02	
		845.71													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		25.78	PAPER FOR LIQUOR STORE		154552	7444-2610-3/6	6110	6250			OTHER SUPPLIES & PARTS	DOWNTOWN LIQUOR REV & EXP	06100	02	
		25.79	PAPER FOR LIQUOR STORE		154552	7444-2610-3/6	6115	6250			OTHER SUPPLIES & PARTS	PILOT KNOB LIQUOR	06100	02	
		51.57													
<b>20170318</b>	<b>3/30/2017</b>		<b>114655 EQUITY TRANSWESTERN, LLC</b>												
		11,352.92	DT LIQUOR STORE RENT APR'17		154318	04012017	6110	6556			BUILDING RENTAL	DOWNTOWN LIQUOR REV & EXP	06100	02	
		11,352.92													
06100	LIQUOR OPERATIONS														
														136,331.66	
<b>139359</b>	<b>3/31/2017</b>		<b>106847 AIRGAS USA, LLC</b>												
		21.00	FORKLIFT PROPANE		154527	9061044122	6202	6230			VEHICLE SUPPLIES & PARTS	SEWER OPERATIONS EXPENSE	06200	08	
		21.00													
<b>139367</b>	<b>3/31/2017</b>		<b>110218 BURNET TITLE</b>												
		101.28	REF UTIL CR @19059 EVEREST TRL		154535	19059 EVEREST TRL	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	
		78.24	REF UTIL CR @ 4886 190TH ST W		154537	4886 190TH ST W	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	
		179.52													
<b>139372</b>	<b>3/31/2017</b>		<b>113299 CUES</b>												
		2,235.01	CAMERA WHEELS		154507	477512	6202	6220			EQUIP SUPPLIES & PARTS	SEWER OPERATIONS EXPENSE	06200	08	
		2,235.01													
<b>139382</b>	<b>3/31/2017</b>		<b>115543 KADLEC, ASHLEY M</b>												
		131.32	REF UTIL CR @ 1007 6TH ST		154607	1007 6TH ST	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	
		131.32													
<b>139383</b>	<b>3/31/2017</b>		<b>115542 KELLY, LISA A</b>												
		117.36	REF UTIL CR @ 18625 DULANEY DR		154606	18625 DULANEY DR	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	
		117.36													
<b>139385</b>	<b>3/31/2017</b>		<b>114036 LIBERTY TITLE, INC</b>												
		100.15	REF UTIL CR @18853 ENGLISH AVE		154536	18853 ENGLISH AVE	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	
		100.15													
<b>139390</b>	<b>3/31/2017</b>		<b>114625 MASTER MECHANICAL, INC</b>												
		76.28	MAKE UP AIR #3 & #4 REPAIR		154520	47287	6202	6515			BUILDING REPAIR SERVICE	SEWER OPERATIONS EXPENSE	06200	08	
		76.28													
<b>139394</b>	<b>3/31/2017</b>		<b>115541 MONTERMINI, ALESSANDRA</b>												
		179.54	REF UTIL CR @ 19877 DEERBROOKE		154605	19877 DEERBROOKE	6200	1310	3		REFUND CIS	SEWER OPERATIONS	06200	08	

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		91.50	CAMERA FOR M.H. LIFTER		154790	12758	6202	6230			VEHICLE SUPPLIES & PARTS	SEWER OPERATIONS EXPENSE06200	08		
		91.50													
<b>139474</b>	<b>4/7/2017</b>		<b>112307 T-MOBILE</b>												
		6.67	GPS SERVICE MAR'17		154783	6517577560 MAR'17	6202	6220			EQUIP SUPPLIES & PARTS	SEWER OPERATIONS EXPENSE06200	08		
		6.67													
<b>20170302</b>	<b>3/15/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		21.96	VERMIL GROVE LS FEB'17 ELEC		153996	0503080372 FEB'17	6202	6423			NATURAL GAS	SEWER OPERATIONS EXPENSE06200	08		
		21.96													
<b>20170303</b>	<b>3/20/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		117.82	1ST STREET GARAGE GAS FEB'17		154086	0505547424 FEB'17	6202	6423			NATURAL GAS	SEWER OPERATIONS EXPENSE06200	08		
		601.72	CMF GAS FEB'17		154089	0502362190 FEB'17	6202	6423			NATURAL GAS	SEWER OPERATIONS EXPENSE06200	08		
		719.54													
<b>20170306</b>	<b>3/3/2017</b>		<b>100085 DAKOTA ELECTRIC ASSOCIATION</b>												
		122.20	JAN'17 ELEC VERM GROVE LIFT ST		153590	321577-9	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		122.20													
<b>20170308</b>	<b>3/8/2017</b>		<b>100394 XCEL ENERGY</b>												
		65.84	JAN'17 ELEC WESTVIEW LFT STAT		153873	51-4874005-0 JAN'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		36.45	JAN'17 ELEC HUNTER LFT STAT		153873	51-4874005-0 JAN'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		17.14	JAN'17 ELEC FAIRGRD LFT STAT		153873	51-4874005-0 JAN'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		11.75	JAN'17 ELEC HICK SUMP PUMP		153873	51-4874005-0 JAN'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		15.55	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		146.73													
<b>20170312</b>	<b>3/20/2017</b>		<b>111046 VOYAGER FLEET SYSTEMS INC</b>												
		4.26	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	6202	6272			FUEL	SEWER OPERATIONS EXPENSE06200	08		
		684.49	FEB'17 FUEL SEWER		154281	FEB'17 869088237 SEWER	6202	6272			FUEL	SEWER OPERATIONS EXPENSE06200	08		
		688.75													
<b>20170315</b>	<b>3/24/2017</b>		<b>100085 DAKOTA ELECTRIC ASSOCIATION</b>												
		18.67	220TH ST LIFT STATION FEB'17		154232	140522-4 FEB'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		
		18.67													
<b>20170316</b>	<b>3/23/2017</b>		<b>100394 XCEL ENERGY</b>												
		18.73	LINDEN ST MTR STA FEB'17 ELEC		153998	51-6585658 FEB'17	6202	6422			ELECTRIC	SEWER OPERATIONS EXPENSE06200	08		

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		18.73													
0170317	3/28/2017		102160 CARDMEMBER SERVICES												
		9.97	CMF MICROWAVE		154554	1734-1378-3/2	6202	6960			FURNITURE & OFFICE E	SEWER OPERATIONS EXPENSE06200	08		
		51.00	SURVEY MONKEY RENEWAL		154563	6117-0015-2/9	6202	6460			SUBSCRIPTIONS & DUES	SEWER OPERATIONS EXPENSE06200	08		
		60.97													
0170320	3/2/2017		114654 INVOICE CLOUD												
		11.93	PYMT PROC FEES AUG'16		154050	819-2016-8	6202	6545			PYMT PROCESSING FEES	SEWER OPERATIONS EXPENSE06200	08		
		20.18	PYMT PROC FEES SEPT'16		154051	819-2016_9	6202	6545			PYMT PROCESSING FEES	SEWER OPERATIONS EXPENSE06200	08		
		22.19	PYMT PROC FEES OCT'16		154052	819-2016_10	6202	6545			PYMT PROCESSING FEES	SEWER OPERATIONS EXPENSE06200	08		
		46.63	PYMT PROC FEES DEC'16		154053	819-2016_12	6202	6545			PYMT PROCESSING FEES	SEWER OPERATIONS EXPENSE06200	08		
		82.53	PYMT PROC FEES JAN'17		154054	819-2017-1	6202	6545			PYMT PROCESSING FEES	SEWER OPERATIONS EXPENSE06200	08		
		183.46													
06200	SEWER OPERATIONS														
139359	3/31/2017		106847 AIRGAS USA, LLC												
		21.00	FORKLIFT PROPANE		154527	9061044122	6302	6230			VEHICLE SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		21.00													
139390	3/31/2017		114625 MASTER MECHANICAL, INC												
		112.17	MAKE UP AIR #3 & #4 REPAIR		154520	47287	6302	6515			BUILDING REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		112.17													
139398	3/31/2017		110272 NORTHERN CONCEPTS												
		282.76	POSTAGE FOR SUMMER 2017 CNRG		154599	268292833	6302	6445			POSTAGE	SOLID WASTE OPERATIONS	06300	08	
		282.76													
139399	3/31/2017		113031 NRG RELIABILITY SOLUTIONS LLC												
		141.17	CMF ELEC FEB'17		154392	3347-1703 FEB'17	6302	6422			ELECTRIC	SOLID WASTE OPERATIONS	06300	08	
		141.17													
139409	3/31/2017		112562 SNYDER INDUSTRIES, INC												
		3,183.18	300 GALLON CARTS & LIDS		154387	0000257114	6302	6250			OTHER SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		3,183.18													
139412	3/31/2017		100379 SPRINT -NEXTEL												
		26.37	SOLID WASTE TRACKER FEB-MAR'17		154594	875483313 MAR'17	6302	6412			CELLULAR PHONES	SOLID WASTE OPERATIONS	06300	08	
		26.37													
139419	3/31/2017		101267 WEISENBACH SPECIALITY PRINTING INC												
		3,031.20	PROMOTIONAL ITEMS REDUCE WASTE		154515	106237	6302	6570			PROGRAMMING EXPENSE	SOLID WASTE OPERATIONS	06300	08	
		3,031.20													
139430	4/7/2017		100025 CINTAS CORP LOC 754												
		43.83	UNIFORMS		154734	754699795	6302	6290			UNIFORMS & CLOTHING	SOLID WASTE OPERATIONS	06300	08	



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		43.83	UNIFORMS		154736	754702435	6302	6290			UNIFORMS & CLOTHING	SOLID WASTE OPERATIONS	06300	08	
		43.83	WEEKLY UNIFORM CLEANING SERVIC		154771	754707726	6302	6290			UNIFORMS & CLOTHING	SOLID WASTE OPERATIONS	06300	08	
		44.41	WEEKLY UNIFORM CLEANING SERVIC		154772	754705051	6302	6290			UNIFORMS & CLOTHING	SOLID WASTE OPERATIONS	06300	08	
		175.90													
<b>139432</b>	<b>4/7/2017</b>		<b>103172 COMPLETE COOLING SERVICES</b>												
		534.38	RADIATOR FOR TRUCK #3214		154781	25490	6302	6230			VEHICLE SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		534.38													
<b>139462</b>	<b>4/7/2017</b>		<b>100093 PELLICCI HARDWARE &amp; RENTAL</b>												
		29.40	SHOP SUPPLIES		154716	K06765	6302	6250			OTHER SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		.25	WRENCH LINK		154731	K06950	6302	6220			EQUIP SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		76.11	PAPER PRODUCTS		154732	58648	6302	6240			BUILDING SUPPLIES & PARTS	SOLID WASTE OPERATIONS	06300	08	
		2.81	CAULK FOR MECH ROOM		154744	K06976	6302	6515			BUILDING REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		1.58	BUIDLING REPAIR 1/2" GALV		154745	K06876	6302	6515			BUILDING REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		4.21	BUIDLING REPAIR		154746	K06861	6302	6515			BUILDING REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		.01-	ICE REPAIR RETURN		154764	K07295 CR	6302	6505			EQUIPMENT REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		.43	ICE MACHINE REPAIR		154765	K07291	6302	6505			EQUIPMENT REPAIR SERVICE	SOLID WASTE OPERATIONS	06300	08	
		114.78													
<b>20170303</b>	<b>3/20/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		103.57	1ST STREET GARAGE GAS FEB'17		154086	0505547424 FEB'17	6302	6423			NATURAL GAS	SOLID WASTE OPERATIONS	06300	08	
		528.98	CMF GAS FEB'17		154089	0502362190 FEB'17	6302	6423			NATURAL GAS	SOLID WASTE OPERATIONS	06300	08	
		632.55													
<b>20170308</b>	<b>3/8/2017</b>		<b>100394 XCEL ENERGY</b>												
		12.09	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	6302	6422			ELECTRIC	SOLID WASTE OPERATIONS	06300	08	
		12.09													
<b>20170312</b>	<b>3/20/2017</b>		<b>111046 VOYAGER FLEET SYSTEMS INC</b>												
		1.42	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	6302	6272			FUEL	SOLID WASTE OPERATIONS	06300	08	
		143.17	FEB'17 FUEL SOLID WASTE		154320	'17 869088237 SOLID WASTE	6302	6272			FUEL	SOLID WASTE OPERATIONS	06300	08	
		144.59													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		5.98	CMF MICROWAVE		154554	1734-1378-3/2	6302	6960			FURNITURE & OFFICE E	SOLID WASTE OPERATIONS	06300	08	
		51.00	SURVEY MONKEY RENEWAL		154563	6117-0015-2/9	6302	6460			SUBSCRIPTIONS & DUES	SOLID WASTE OPERATIONS	06300	08	
		56.98													
<b>20170320</b>	<b>3/2/2017</b>		<b>114654 INVOICE CLOUD</b>												
		11.93	PYMT PROC FEES AUG'16		154050	819-2016-8	6302	6545			PYMT PROCESSING FEES	SOLID WASTE OPERATIONS	06300	08	
		20.19	PYMT PROC FEES SEPT'16		154051	819-2016_9	6302	6545			PYMT PROCESSING FEES	SOLID WASTE OPERATIONS	06300	08	
		22.19	PYMT PROC FEES OCT'16		154052	819-2016_10	6302	6545			PYMT PROCESSING FEES	SOLID WASTE OPERATIONS	06300	08	

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		46.64	PYMT PROC FEES DEC'16		154053	819-2016_12	6302	6545			PYMT PROCESSING FEES	SOLID WASTE OPERATIONS	06300	08	
		82.53	PYMT PROC FEES JAN'17		154054	819-2017-1	6302	6545			PYMT PROCESSING FEES	SOLID WASTE OPERATIONS	06300	08	
		183.48													
06300	SOLID WASTE OPERATIONS				8,652.60										
<b>139359</b>	<b>3/31/2017</b>		<b>106847 AIRGAS USA, LLC</b>												
		21.00	FORKLIFT PROPANE		154527	9061044122	6402	6230			VEHICLE SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		21.00													
<b>139390</b>	<b>3/31/2017</b>		<b>114625 MASTER MECHANICAL, INC</b>												
		33.65	MAKE UP AIR #3 & #4 REPAIR		154520	47287	6402	6515			BUILDING REPAIR SERVICE	STORM WATER UTILITY OPERA	06400	08	
		33.65													
<b>139398</b>	<b>3/31/2017</b>		<b>110272 NORTHERN CONCEPTS</b>												
		282.76	POSTAGE FOR SUMMER 2017 CNRG		154599	268292833	6402	6445			POSTAGE	STORM WATER UTILITY OPERA	06400	08	
		282.76													
<b>139399</b>	<b>3/31/2017</b>		<b>113031 NRG RELIABILITY SOLUTIONS LLC</b>												
		34.38	CMF ELEC FEB'17		154392	3347-1703 FEB'17	6402	6422			ELECTRIC	STORM WATER UTILITY OPERA	06400	08	
		34.38													
<b>139411</b>	<b>3/31/2017</b>		<b>103452 SPARTAN PROMOTIONAL GROUP INC</b>												
		465.01	WATER QUALITY BRACELET		154608	548028	6402	6570			PROGRAMMING EXPENSE	STORM WATER UTILITY OPERA	06400	08	
		465.01													
<b>139419</b>	<b>3/31/2017</b>		<b>101267 WEISENBACH SPECIALITY PRINTING INC</b>												
		165.00	POND & PARK CLEANUP BUTTONS		154526	106217	6402	6570			PROGRAMMING EXPENSE	STORM WATER UTILITY OPERA	06400	08	
		165.00													
<b>139421</b>	<b>3/31/2017</b>		<b>100020 ZARNOTH BRUSH WORKS INC</b>												
		2,218.00	SWEeper BROOM REFILL		154530	0163826	6402	6230			VEHICLE SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		2,218.00													
<b>139430</b>	<b>4/7/2017</b>		<b>100025 CINTAS CORP LOC 754</b>												
		21.91	UNIFORMS		154734	754699795	6402	6290			UNIFORMS & CLOTHING	STORM WATER UTILITY OPERA	06400	08	
		21.91	UNIFORMS		154736	754702435	6402	6290			UNIFORMS & CLOTHING	STORM WATER UTILITY OPERA	06400	08	
		21.91	WEEKLY UNIFORM CLEANING SERVIC		154771	754707726	6402	6290			UNIFORMS & CLOTHING	STORM WATER UTILITY OPERA	06400	08	
		22.21	WEEKLY UNIFORM CLEANING SERVIC		154772	754705051	6402	6290			UNIFORMS & CLOTHING	STORM WATER UTILITY OPERA	06400	08	
		87.94													
<b>139462</b>	<b>4/7/2017</b>		<b>100093 PELLICCI HARDWARE &amp; RENTAL</b>												
		.17	WRENCH LINK		154731	K06950	6402	6220			EQUIP SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		20.94	PAPER PRODUCTS		154732	58648	6402	6240			BUILDING SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		.79	CAULK FOR MECH ROOM		154744	K06976	6402	6515			BUILDING REPAIR SERVICE	STORM WATER UTILITY OPERA	06400	08	
		.44	BUIDLING REPAIR 1/2" GALV		154745	K06876	6402	6515			BUILDING REPAIR SERVICE	STORM WATER UTILITY OPERA	06400	08	

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

## Council Check Summary

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		1.18	BUIDLING REPAIR		154746	K06861	6402	6515			BUILDING REPAIR SERVICE	STORM WATER UTILITY OPERA	06400	08	
		.17	ICE MACHINE REPAIR		154765	K07291	6402	6505			EQUIPMENT REPAIR SERVICE	STORM WATER UTILITY OPERA	06400	08	
		23.69													
<b>139469</b>	<b>4/7/2017</b>		<b>110651 ROCK MILLS ENTERPRISES, INC</b>												
		91.50	CAMERA FOR M.H. LIFTER		154790	12758	6402	6230			VEHICLE SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		91.50													
<b>139474</b>	<b>4/7/2017</b>		<b>112307 T-MOBILE</b>												
		6.66	GPS SERVICE MAR'17		154783	6517577560 MAR'17	6402	6220			EQUIP SUPPLIES & PARTS	STORM WATER UTILITY OPERA	06400	08	
		6.66													
<b>20170303</b>	<b>3/20/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		27.19	1ST STREET GARAGE GAS FEB'17		154086	0505547424 FEB'17	6402	6423			NATURAL GAS	STORM WATER UTILITY OPERA	06400	08	
		138.86	CMF GAS FEB'17		154089	0502362190 FEB'17	6402	6423			NATURAL GAS	STORM WATER UTILITY OPERA	06400	08	
		166.05													
<b>20170308</b>	<b>3/8/2017</b>		<b>100394 XCEL ENERGY</b>												
		3.46	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	6402	6422			ELECTRIC	STORM WATER UTILITY OPERA	06400	08	
		3.46													
<b>20170312</b>	<b>3/20/2017</b>		<b>111046 VOYAGER FLEET SYSTEMS INC</b>												
		.95	FEB'17 FUEL BLDG MAINTENANCE		154268	B'17 869088237 BLDG MAINT	6402	6272			FUEL	STORM WATER UTILITY OPERA	06400	08	
		124.04	FEB'17 FUEL STORM		154280	FEB'17 869088237 STORM	6402	6272			FUEL	STORM WATER UTILITY OPERA	06400	08	
		124.99													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		2.39	CMF MICROWAVE		154554	1734-1378-3/2	6402	6960			FURNITURE & OFFICE E	STORM WATER UTILITY OPERA	06400	08	
		51.00	SURVEY MONKEY RENEWAL		154563	6117-0015-2/9	6402	6460			SUBSCRIPTIONS & DUES	STORM WATER UTILITY OPERA	06400	08	
		53.39													
<b>20170320</b>	<b>3/2/2017</b>		<b>114654 INVOICE CLOUD</b>												
		11.93	PYMT PROC FEES AUG'16		154050	819-2016-8	6402	6545			PYMT PROCESSING FEES	STORM WATER UTILITY OPERA	06400	08	
		20.19	PYMT PROC FEES SEPT'16		154051	819-2016_9	6402	6545			PYMT PROCESSING FEES	STORM WATER UTILITY OPERA	06400	08	
		22.19	PYMT PROC FEES OCT'16		154052	819-2016_10	6402	6545			PYMT PROCESSING FEES	STORM WATER UTILITY OPERA	06400	08	
		46.63	PYMT PROC FEES DEC'16		154053	819-2016_12	6402	6545			PYMT PROCESSING FEES	STORM WATER UTILITY OPERA	06400	08	
		82.52	PYMT PROC FEES JAN'17		154054	819-2017-1	6402	6545			PYMT PROCESSING FEES	STORM WATER UTILITY OPERA	06400	08	
		183.46													
<b>06400</b>	<b>STORM WATER UTILITY</b>														
<b>139359</b>	<b>3/31/2017</b>		<b>106847 AIRGAS USA, LLC</b>												
		21.00	FORKLIFT PROPANE		154527	9061044122	6502	6230			VEHICLE SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	

3,960.94

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
		6.99	CAULK		154725	K07042	6502	6250			OTHER SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	
		9.25	WRENCH LINK		154731	K06950	6502	6220			EQUIP SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	
		73.30	PAPER PRODUCTS		154732	58648	6502	6240			BUILDING SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	
		1.73	CAULK FOR MECH ROOM		154744	K06976	6502	6515			BUILDING REPAIR SERVICE	WATER UTILITY EXPENSE	06500	08	
		.97	BUIDLING REPAIR 1/2" GALV		154745	K06876	6502	6515			BUILDING REPAIR SERVICE	WATER UTILITY EXPENSE	06500	08	
		2.60	BUIDLING REPAIR		154746	K06861	6502	6515			BUILDING REPAIR SERVICE	WATER UTILITY EXPENSE	06500	08	
		.11-	ICE REPAIR RETURN		154764	K07295 CR	6502	6505			EQUIPMENT REPAIR SERVICE	WATER UTILITY EXPENSE	06500	08	
		4.44	ICE MACHINE REPAIR		154765	K07291	6502	6505			EQUIPMENT REPAIR SERVICE	WATER UTILITY EXPENSE	06500	08	
		99.17													
<b>139469</b>	<b>4/7/2017</b>		<b>110651 ROCK MILLS ENTERPRISES, INC</b>												
		91.50	CAMERA FOR M.H. LIFTER		154790	12758	6502	6230			VEHICLE SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	
		91.50													
<b>139474</b>	<b>4/7/2017</b>		<b>112307 T-MOBILE</b>												
		6.66	GPS SERVICE MAR'17		154783	6517577560 MAR'17	6502	6220			EQUIP SUPPLIES & PARTS	WATER UTILITY EXPENSE	06500	08	
		6.66													
<b>20170302</b>	<b>3/15/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		72.51	WELL 5 ELEC FEB'17		153995	0507120636 FEB'17	6502	6423			NATURAL GAS	WATER UTILITY EXPENSE	06500	08	
		72.51													
<b>20170303</b>	<b>3/20/2017</b>		<b>108980 MINNESOTA ENERGY RESOURCES CORPORATION</b>												
		151.04	1ST STREET GARAGE GAS FEB'17		154086	0505547424 FEB'17	6502	6423			NATURAL GAS	WATER UTILITY EXPENSE	06500	08	
		771.43	CMF GAS FEB'17		154089	0502362190 FEB'17	6502	6423			NATURAL GAS	WATER UTILITY EXPENSE	06500	08	
		62.73	WELL HOUSE #1 OAK ST FEB'17		154231	0506788875 FEB'17	6502	6423			NATURAL GAS	WATER UTILITY EXPENSE	06500	08	
		985.20													
<b>20170306</b>	<b>3/3/2017</b>		<b>100085 DAKOTA ELECTRIC ASSOCIATION</b>												
		24.96	JAN'17 ELEC PK WATER TOWER		153585	131851-8 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		1,231.66	JAN'17 ELEC PK WELL #4		153586	131852-6 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		274.67	JAN'17 ELEC ENGLISH AVE WELL 6		153587	155015-1 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		76.15	JAN'17 ELEC 195TH WATER TOWER		153588	258709-5 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		3,067.37	JAN'17 ELEC 195TH ST WELL #5		153589	278553-3 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		1,616.96	JAN'17 ELEC ORIOLE DR WELL #7		153591	349073-7 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		339.78	JAN'17 ELEC 200TH ST WELL #8		153592	419970-9 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		6,631.55													
<b>20170308</b>	<b>3/8/2017</b>		<b>100394 XCEL ENERGY</b>												
		1,349.60	JAN'17 ELEC WELL #1		153873	51-4874005-0 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		679.23	JAN'17 ELEC WELL #3		153873	51-4874005-0 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	
		127.85	JAN'17 ELEC CITY GARAGE		153873	51-4874005-0 JAN'17	6502	6422			ELECTRIC	WATER UTILITY EXPENSE	06500	08	

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Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description		Co	Dept	Div
		175.51	190TH ST BRDG LGHT FEB'17 ELEC		153997	51-9371130 FEB'17	6602	6422			ELECTRIC	STREETLIGHT UTILITY EXPEN		06600	08	
		167.70	321 ELM ST LTS FEB'17 ELEC		153999	51-8608862 FEB'17	6602	6422			ELECTRIC	STREETLIGHT UTILITY EXPEN		06600	08	
		15.18	5262 208TH ST LTS FEB'17 ELEC		154000	51-8391412 FEB'17	6602	6422			ELECTRIC	STREETLIGHT UTILITY EXPEN		06600	08	
		358.39														
06600	STREETLIGHT UTILITY															
139404	3/31/2017		100135 PUBLIC EMPLOYEES RETIREMENT ASSN.													
		19,359.43			154601	0329171204051	7000	2113			PERA PAYABLE	EMPLOYEE EXPENSE FUND		07000	02	
		25,592.14			154602	0329171204052	7000	6154			PERA	EMPLOYEE EXPENSE FUND		07000	02	
		44,951.57														
0170304	3/2/2017		112399 DEARBORN NATIONAL													
		1,274.06	STD INSURANCE PREMIUMS MAR'17		154206	F019839 MAR'17	7000	6158			EMPLOYEE BENEFITS	EMPLOYEE EXPENSE FUND		07000	02	
		1,274.06														
0170305	3/14/2017		112399 DEARBORN NATIONAL													
		1,274.06	STD INS. PREMIUM APR'17		154397	FO19839 APR'17	7000	6158			EMPLOYEE BENEFITS	EMPLOYEE EXPENSE FUND		07000	02	
		1,274.06														
0170310	3/3/2017		115445 HEALTH PARTNERS													
		54,229.00	HEALTH INSURANCE MAR'17		154211	71543645 MAR'17	7000	6158			EMPLOYEE BENEFITS	EMPLOYEE EXPENSE FUND		07000	02	
		54,229.00														
0170311	3/6/2017		115438 AMERITAS LIFE INSURANCE CORP													
		5,534.00	DENTAL INSURANCE MAR'17		154272	010-044446 MAR'17	7000	6158			EMPLOYEE BENEFITS	EMPLOYEE EXPENSE FUND		07000	02	
		5,534.00														
0170319	3/31/2017		115445 HEALTH PARTNERS													
		54,229.00	HEALTH INSURANCE - APR'17		154596	71727403	7000	6158			EMPLOYEE BENEFITS	EMPLOYEE EXPENSE FUND		07000	02	
		54,229.00														
07000	EMPLOYEE EXPENSE FUND															
139373	3/31/2017		109931 FACTORY MOTOR PARTS CO													
		251.30	VEHICLE BATTERIES		154514	1-5195293	7200	6230			VEHICLE SUPPLIES & PARTS	FLEET OPERATIONS		07200	08	
		251.30														
139440	4/7/2017		112942 GMS INDUSTRIAL SUPPLIES, INC													
		31.23	HEAD CAP SCREWS		154800	028736A	7200	6230			VEHICLE SUPPLIES & PARTS	FLEET OPERATIONS		07200	08	
		31.23														
139441	4/7/2017		102071 GOODYEAR TIRE & RUBBER COMPANY, THE													
		261.95	TIRE MOUNTING		154798	124-1083914	7200	6232			VEHICLE TIRES	FLEET OPERATIONS		07200	08	
		579.16	TIRES		154799	124-										

3/1/2017 - 4/12/2017

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
<b>20170312</b>	<b>3/20/2017</b>		<b>111046 VOYAGER FLEET SYSTEMS INC</b>												
		166.26	FEB'17 FUEL FLEET		154314	FEB'17 869088237	7200	6272			FUEL	FLEET OPERATIONS	07200	08	
						FLEET									
		<u>166.26</u>													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		90.00	DOT RE-CERTIFICATION		154564	1692-7164-2/24	7200	6460			SUBSCRIPTIONS & DUES	FLEET OPERATIONS	07200	08	
		<u>90.00</u>													
<u>07200</u>	<u>FLEET OPERATIONS</u>				<u>1,379.90</u>										
<b>139375</b>	<b>3/31/2017</b>		<b>100077 FRONTIER COMMUNICATIONS</b>												
		101.03	WELLHOUSE PHONE MAR-APR'17		154531	651-460-4974	7400	6411			TELEPHONE	INFORMATION TECHNOLOGY	07400	04	
						MAR'17									
		<u>101.03</u>													
<b>139403</b>	<b>3/31/2017</b>		<b>110760 PRO-TECH DESIGN SECURITY SOLUTIONS</b>												
		12,915.80	PW EXTERIOR CAMERA ADDITION		154598	79443	7400	6960			FURNITURE & OFFICE E	INFORMATION TECHNOLOGY	07400	04	
		<u>12,915.80</u>													
<b>139429</b>	<b>4/7/2017</b>		<b>110511 CHARTER COMMUNICATIONS</b>												
		436.56	ALARM LINES MAR-APR'17		154713	0001792 APR'17	7400	6411			TELEPHONE	INFORMATION TECHNOLOGY	07400	04	
		<u>436.56</u>													
<b>20170317</b>	<b>3/28/2017</b>		<b>102160 CARDMEMBER SERVICES</b>												
		374.27	STAND UP DESK FOR BRENDA		154550	1759-8532-3/2	7400	6210			OFFICE SUPPLIES	INFORMATION TECHNOLOGY	07400	04	
		38.18	DUAL DISPLAY ADAPTERS		154551	1759-8581-2/28	7400	6210			OFFICE SUPPLIES	INFORMATION TECHNOLOGY	07400	04	
		<u>157.70</u>	MONITOR FOR BRENDA		154889	1759-0599-3/7	7400	6210			OFFICE SUPPLIES	INFORMATION TECHNOLOGY	07400	04	
		<u>570.15</u>													
<u>07400</u>	<u>INFORMATION TECHNOLOGY</u>				<u>14,023.54</u>										
<b>139399</b>	<b>3/31/2017</b>		<b>113031 NRG RELIABILITY SOLUTIONS LLC</b>												
		9.08-			154392	3347-1703 FEB'17	9999	2415			MN SALES TAX DUE	CASH COMPANY	09999		
		<u>9.08-</u>													
<b>139432</b>	<b>4/7/2017</b>		<b>103172 COMPLETE COOLING SERVICES</b>												
		34.38-			154781	25490	9999	2415			MN SALES TAX DUE	CASH COMPANY	09999		
		<u>34.38-</u>													
<b>139462</b>	<b>4/7/2017</b>		<b>100093 PELLICCI HARDWARE &amp; RENTAL</b>												
		4.90-			154732	58648	9999	2415			MN SALES TAX DUE	CASH COMPANY	09999		
		.18-			154744	K06976	9999	2415			MN SALES TAX DUE	CASH COMPANY	09999		
		<u>.10-</u>			154745	K06876	9999	2415			MN SALES TAX DUE	CASH COMPANY	09999		



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# City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 - Fax 651.280.6899  
[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Adam Kienberger, Community Development Director  
**SUBJECT:** 2016 Community Development Annual Report  
**DATE:** April 17, 2017

## **INTRODUCTION**

The Community Development Department is comprised of planning and zoning, code enforcement, economic development, heritage preservation, and building inspections and permits services. The department works in unity to support safe and sustainable development throughout the community.

## **DISCUSSION**

Staff will present the department's 2016 annual report, discuss how its activities align with the City Council's priorities, and answer any questions councilmembers may have.

## **BUDGET IMPACT**

NA

## **ACTION REQUESTED**

No action is required. This item is for informational purposes only.



# City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 - Fax 651.280.6899  
[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

---

**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Robin Hanson  
**SUBJECT:** Investment Review  
**DATE:** April 17, 2017

## **INTRODUCTION**

Please see the attached memo.

## **DISCUSSION**

Please see the attached memo.

## **BUDGET IMPACT**

Please see the attached memo.

## **ACTION REQUESTED**

Receive the annual investment report.

## **ATTACHMENTS:**

Type	Description
❑ Cover Memo	CM Investment Review 20170417
❑ Exhibit	Cash and Investments Portfolio As of 12-31-16



# City of Farmington

430 Third Street  
Farmington, Minnesota  
651.280.6800 • Fax 651.280.6899  
[www.ci.farmington.mn.us](http://www.ci.farmington.mn.us)

**TO:** Mayor, Council and City Administrator

**FROM:** Robin Hanson, Finance Director

**SUBJECT:** Investments Review

**DATE:** April 17, 2017

## INTRODUCTION:

In accordance with the city's investment policy staff annually reviews the city's cash and investment portfolio with the city council.

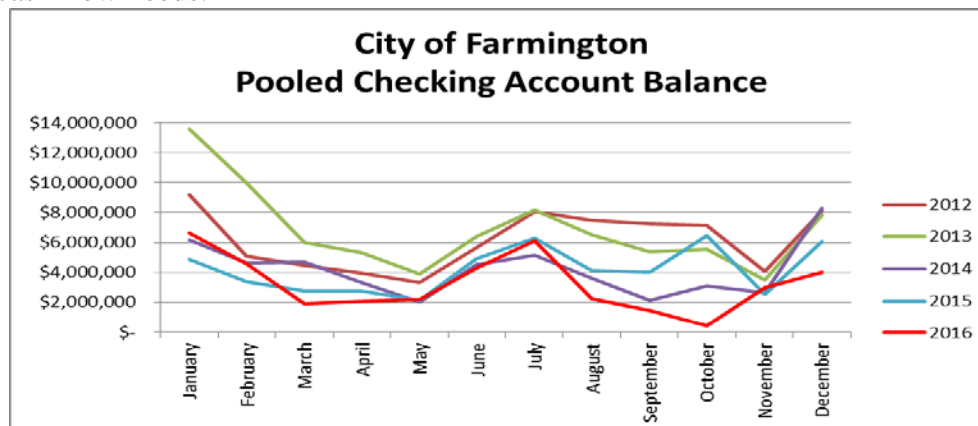
## REVIEW OF CURRENT CASH AND INVESTMENT PORTFOLIO:

As of December 31, 2016, the city had a combined cash and investment balance of \$44 million. Of this amount, the city had invested \$6 million in collateralized accounts and \$38 million in a variety of investments with various financial institutions.

### Average Checking Account Balance

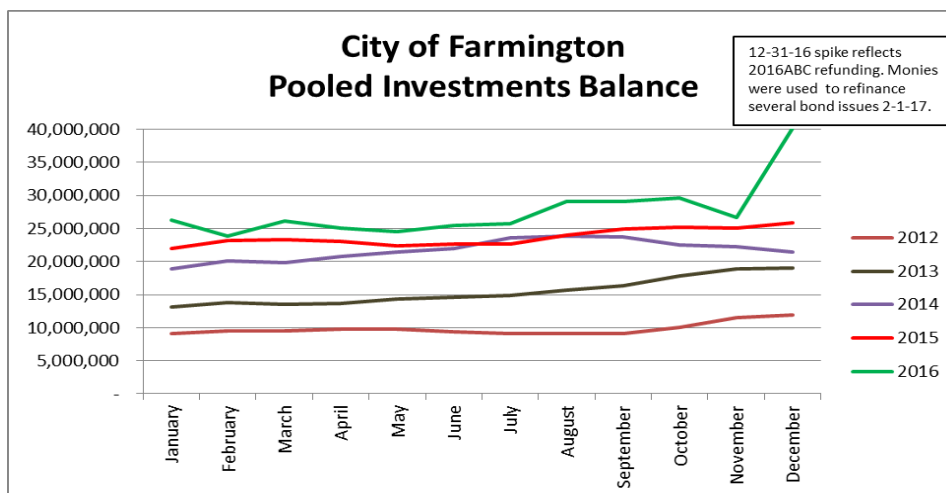
One of the cash and investment challenges is how much money to invest short-term to ensure the city has sufficient funds to pay for day-to-day operations, semi-annual debt service and more significant one-time purchases, such as, a vehicle purchase. Monies in the city's checking and savings account earned .25% during 2016. This is generally less than the city would earn if it invested in longer maturities. Investing funds longer-term generally yields higher rates of return, but if the city did not have enough funds available to pay its bills and needed to borrow, the cost of borrowing would likely exceed the interest rate earned on the longer-term investment. It is a balancing act.

As you can see from the chart below over the past five years, as staff has become more comfortable with the city's cash flow needs and the city has strengthened its long-term financial planning the average amount maintained in the city's checking account has decreased. The city also maintains approximately \$2 million in a savings account with a local bank which is available should there be unexpected cash flow needs.



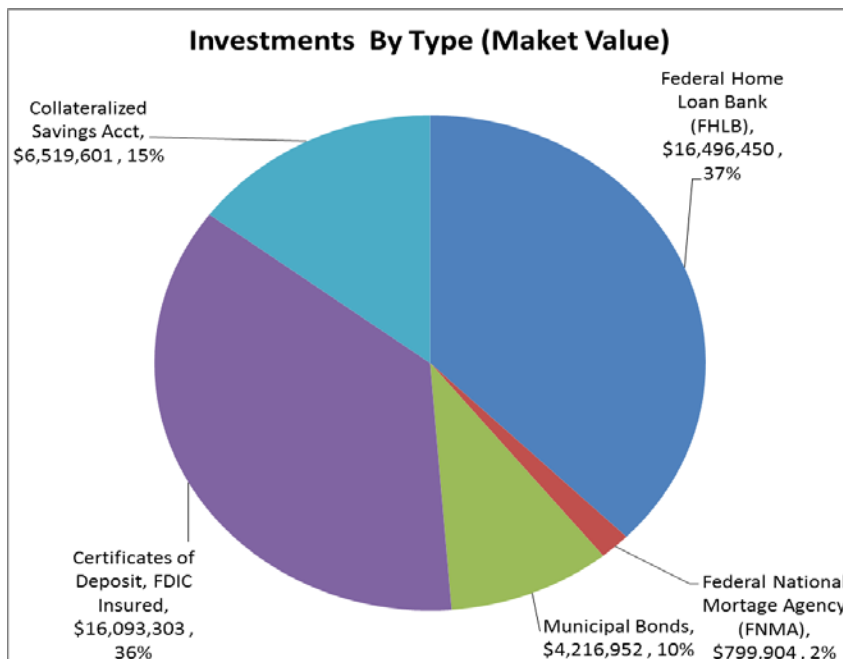
### Average Investment Portfolio Balance

When the city is able to invest in longer maturities it receives higher investment yields than it's checking and savings accounts. This translates into higher investment income for the city. The chart below details the month-end balance of the city's investment portfolio for the past five years. You can see the amount invested longer-term has continued to increase each year as the city's financial planning and longer-term forecasting has strengthened.



### Investment Portfolio By Type

The city may invest in a variety of investments as defined in Minnesota Statute Section 118A.04. The following chart illustrates the city's investments by type of security as of December 31, 2016.



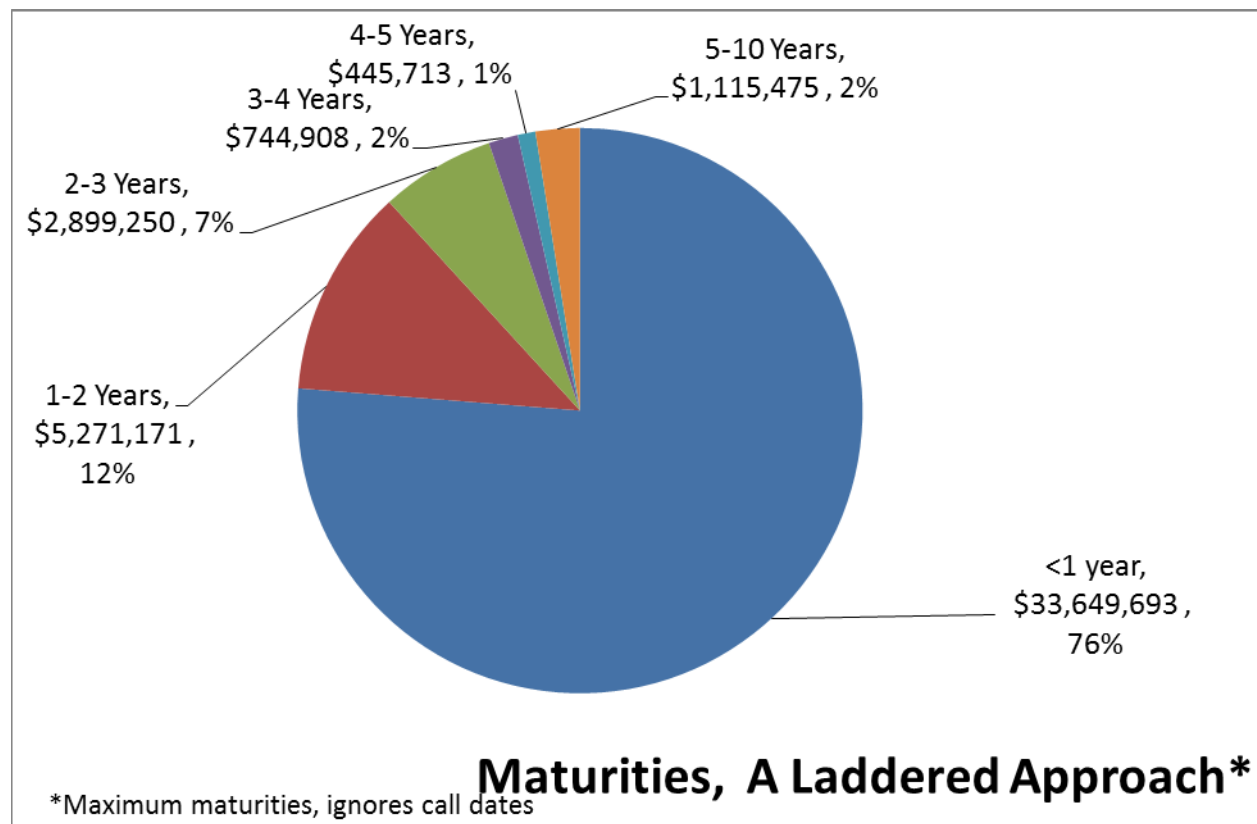
Over the past several years, FDIC insured certificates of deposit comprised the single largest investment category. These investments generally provide higher yields than comparable U.S. Treasury and agency maturities. However, to maintain the FDIC insurance there is a \$250,000 per insured institution limit. On December 1, 2016, the city received the proceeds of the 2016ABC refunding bonds. Given that the city already owned most of the higher paying FDIC insured

certificates of deposit, staff invested the refunding proceeds in Federal Home Loan Bank (FHLB) paper. As a result, the percentage of investments in FHLB paper was much higher than usual. It also explains why the FDIC insured certificates of deposit are only 36% of the overall portfolio when in past years you have seen this percentage in the 60-70% range.

#### Investment Portfolio Maturities

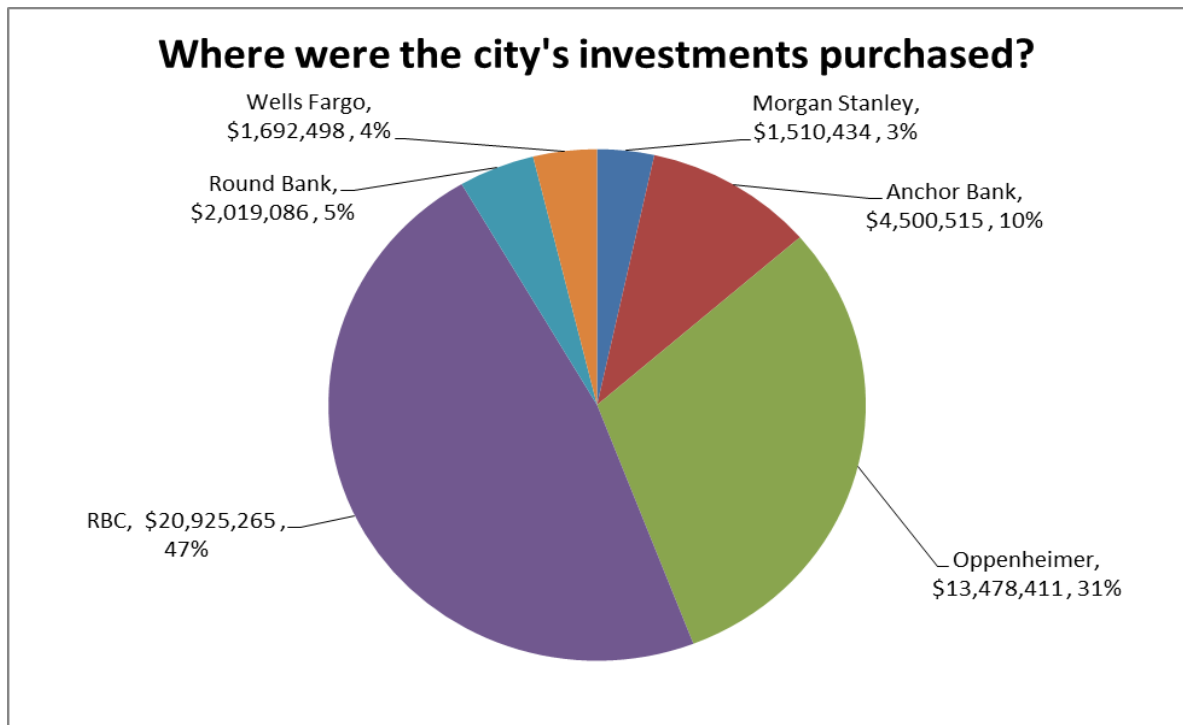
The city's longest investment maturity as of December 31, 2016 was six years. The maturity ranges for the portfolio were as follows: approximately 76% matured in less than one year, 22% were invested with maturities ranging from 1-5 years, and the remaining 2% were invested with maturities ranging from 5-6 years. The city ladders its investments maturities; this means as investments mature, if a specific cash flow need is not identified, then the investment maturities being selected are those that fit into this overall maturity model, with the majority maturing within the first five years.

In the chart below you will see the city's investment maturities are shorter than usual as the city prepared to optionally redeem bonds on February 1, 2017, still needed to pay the county for the remainder of the 195<sup>th</sup> street reconstruction project (have not received the final bill) and anticipates optionally redeeming additional bonds in February 2018.



#### Investments Purchased From

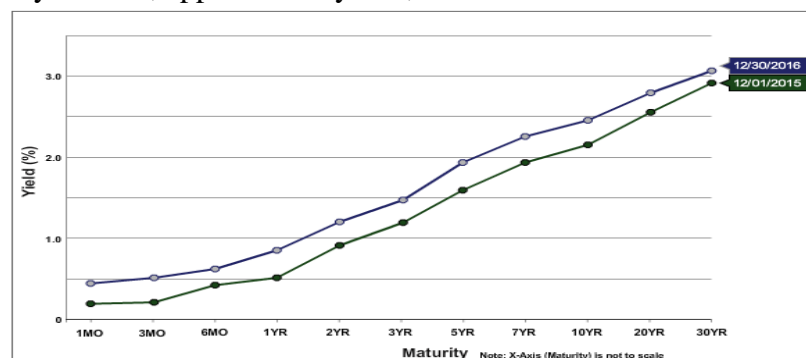
The city purchases its investments from a variety of financial institutions. As of December 31, 2016, the city had approximately \$2 million on deposit with Round Bank. The remaining investments were purchased from the following broker/dealers—Morgan Stanley, Oppenheimer, RBC, and Wells Fargo as detailed in the following chart. Attached is a detailed listing of the city's December 31, 2016 investment portfolio.



#### MARK-TO-MARKET:

As we have previously discussed, to provide a realistic measure of an entity's investment portfolio accounting rules require the investment portfolio be marked-to-market (i.e. valued at current market). It provides readers of the financial statements with an accurate picture of the liquidation value of an entity's investments as of the balance sheet date and provides a consistent method of measurement between different entities.

Reviewing the Treasury yield curve below you can see interest rates were higher at the end of 2016, than 2015. However, the city's average maturity has decreased, especially with the large dollar amount invested short-term for the February 1, 2017 bond redemptions. This year's mark-to-market adjustment is very modest, approximately \$10,000.



#### REVENUE IMPACT:

The city had an investment income budget of \$199,373. Actual investment income for the year was \$312,738. The yield of the city's investment portfolio as of December 31, 2016 was .79%.

#### ACTION REQUESTED:

Receive the annual investment report.

Respectfully submitted,

Robin Hanson, Finance Director



**City of Farmington**  
**Investment Portfolio - by Security Type**  
**As of 12/31/16**

Exhibit A

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
<b>FHLB Bond</b>											
FHLB 0 1/27/2017	313385BC9	12/22/2016	0.482	6,000,000.00	5,997,150.00	5,997,862.50	5,998,500.00	01/27/2017	27	0.00	13.78
FHLB 0 1/30/2017	313385BF2	12/07/2016	0.407	10,000,000.00	9,994,000.00	9,996,666.67	9,997,200.00	01/30/2017	30	0.00	22.96
FHLB 1.25 12/26/2017	3130A0HY9	07/07/2014	1.250	500,000.00	500,000.00	500,000.00	500,750.00	12/26/2017	360	86.81	1.15
<b>Sub Total / Average</b>			<b>0.460</b>	<b>16,500,000.00</b>	<b>16,491,150.00</b>	<b>16,494,529.17</b>	<b>16,496,450.00</b>		<b>39</b>	<b>86.81</b>	<b>37.88</b>
<b>FNMA Bond</b>											
FNMA 2 11/30/2020-14	3136G0GZ8	01/22/2013	1.760	400,000.00	407,001.93	403,489.98	399,908.00	11/30/2020	1,430	666.67	0.92
FNMA Step 1/17/2019-17	3136G1AH2	01/17/2013	1.282	400,000.00	400,000.00	400,000.00	399,996.00	01/17/2019	747	1,822.22	0.92
<b>Sub Total / Average</b>			<b>1.521</b>	<b>800,000.00</b>	<b>807,001.93</b>	<b>803,489.98</b>	<b>799,904.00</b>		<b>1,088</b>	<b>2,488.89</b>	<b>1.84</b>
<b>Collateralized Accounts</b>											
Anchor MM	MM0108AB	09/30/2014	0.250	4,002,807.31	4,002,807.31	4,002,807.31	4,002,807.31	N/A	1		9.19
Roundbank MM	MM8450RB	09/30/2014	0.250	2,019,086.83	2,019,086.83	2,019,086.83	2,019,086.83	N/A	1		4.64
<b>Sub Total / Average</b>			<b>0.250</b>	<b>6,021,894.14</b>	<b>6,021,894.14</b>	<b>6,021,894.14</b>	<b>6,021,894.14</b>		<b>1</b>	<b>0.00</b>	<b>13.83</b>
<b>Municipal Bond</b>											
Becker, MN 1 2/1/2017	075663TE4	03/17/2016	0.700	500,000.00	501,300.00	500,129.60	500,070.00	02/01/2017	32	3,944.44	1.15
Bellefontaine Schools OH 0 12/1/2018	078671GD0	06/19/2014	2.000	265,000.00	242,541.25	255,331.41	255,091.65	12/01/2018	700	0.00	0.61
Chicago ILL Pub Bldg Comm 6.5 1/1/2018	167673BK7	10/31/2016	0.900	310,000.00	330,097.30	327,226.26	325,611.60	01/01/2018	366	10,075.00	0.71
Cloquet MN ISD 2.25 2/1/2018	189036PG5	06/29/2016	0.900	65,000.00	66,380.60	65,941.75	65,731.90	02/01/2018	397	739.38	0.15
Eagan Tax Bonds MN 2 2/1/2020	269408MH0	09/24/2014	2.000	250,000.00	250,000.00	250,000.00	248,667.50	02/01/2020	1,127	2,083.33	0.57
Eden Prairie School 5.5 2/1/2017	279533TL7	08/24/2015	0.800	600,000.00	640,182.00	602,439.89	602,058.00	02/01/2017	32	13,750.00	1.38
Farmington ISD MN 2.3 2/1/2019	311315TT2	12/05/2013	2.201	250,000.00	251,200.00	250,485.35	252,020.00	02/01/2019	762	2,395.83	0.57
Georgia State 1.38 2/1/2018	373384T55	05/20/2016	0.800	100,000.00	100,976.00	100,622.95	100,254.00	02/01/2018	397	575.00	0.23
Maryland State GO 1 3/10/2018	574193JB5	03/28/2014	1.417	250,000.00	246,002.50	248,797.70	249,255.00	03/10/2018	434	833.33	0.57
Maryland State GO 1 3/10/2018	574193JB5	05/28/2014	1.000	500,000.00	500,000.00	500,000.00	498,510.00	03/10/2018	434	1,666.67	1.15
Menomonee Falls, WI 2 3/1/2017	587057K66	03/30/2015	0.979	150,000.00	152,901.00	150,247.95	150,267.00	03/01/2017	60	1,000.00	0.34
Red Wing ISD MN 4.65 3/1/2019	757130JV2	09/30/2013	2.250	125,000.00	140,222.50	131,079.76	132,400.00	03/01/2019	790	1,937.50	0.29
Tuscaloosa, AL 2 1/1/2017	900577XJ1	09/15/2015	0.751	165,000.00	167,649.90	165,005.59	165,000.00	01/01/2017	1	1,650.00	0.38
Virginia Schools 5 2/1/2017	927889DT9	08/24/2015	0.800	120,000.00	127,180.80	120,436.03	120,332.40	02/01/2017	32	2,500.00	0.28
Washington St 3.04 2/1/2017	93974CXB1	03/29/2016	0.850	50,000.00	50,913.00	50,094.55	50,083.00	02/01/2017	32	633.33	0.11
White Bear Lake Sch, 5.25%, 2/1/17 5.25 2/1/2017	963439XW9	03/24/2016	0.670	500,000.00	519,435.00	501,980.64	501,600.00	02/01/2017	32	10,937.50	1.15
<b>Sub Total / Average</b>			<b>1.121</b>	<b>4,200,000.00</b>	<b>4,286,981.85</b>	<b>4,219,819.43</b>	<b>4,216,952.05</b>		<b>316</b>	<b>54,721.31</b>	<b>9.64</b>
<b>Negotiable Certificate Of Deposit</b>											
1st Financial Bank SD 3.25 9/27/2023-15	32022RKB2	09/27/2013	3.250	249,000.00	249,000.00	249,000.00	249,418.32	09/27/2023	2,461	88.68	0.57
Ally Bank 0.9 2/21/2017	02006LNV1	02/19/2015	0.900	100,000.00	100,000.00	100,000.00	100,056.00	02/21/2017	52	330.41	0.23
Ally Bank UT 1.15 7/10/2017	02006LFM0	07/09/2014	1.150	100,000.00	100,000.00	100,000.00	100,186.00	07/10/2017	191	551.37	0.23
American Exp 2.2 11/28/2019	02587DWK0	11/28/2014	2.200	197,000.00	197,000.00	197,000.00	200,085.02	11/28/2019	1,062	391.84	0.45
American Express UT 1.95 7/10/2019	02587CAC4	07/10/2014	1.950	245,000.00	245,000.00	245,000.00	248,169.56	07/10/2019	921	2,277.49	0.56
Bank Hapoalim 0.65 3/2/2017	06251AN48	09/02/2016	0.650	247,000.00	247,000.00	247,000.00	247,032.11	03/02/2017	61	527.84	0.57
Bank of Hampton VA 0.95 6/16/2017	062492BL6	12/17/2012	0.950	249,000.00	249,000.00	249,000.00	249,029.88	06/16/2017	167	90.73	0.57
Bar Harbor Bank & Trust ME Step 8/21/2019-15	066851QP4	02/21/2014	1.850	249,000.00	249,000.00	249,000.00	249,164.34	08/21/2019	963	136.44	0.57

**City of Farmington**  
**Investment Portfolio - by Security Type**  
**As of 12/31/16**

Exhibit A

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
Barclays Bank DL 1.9 4/15/2019	06740KGG6	04/23/2014	1.900	100,000.00	100,000.00	100,000.00	101,307.00	04/15/2019	835	400.82	0.23
Barclays Bank DL 1.9 4/15/2019	06740KGG6	04/15/2014	1.900	100,000.00	100,000.00	100,000.00	101,307.00	04/15/2019	835	400.82	0.23
Barclays Bank DL Step 3/12/2018	06740AYC7	03/12/2013	1.345	47,000.00	47,000.00	47,000.00	47,340.75	03/12/2018	436	212.47	0.11
Beal 0.9 2/1/2017	07370WDX3	02/03/2016	0.900	247,000.00	247,000.00	247,000.00	247,061.75	02/01/2017	32	2,022.02	0.57
Beal Bk Plano 0.6 1/11/2017	07370TW25	04/13/2016	0.600	248,000.00	248,000.00	248,000.00	248,004.96	01/11/2017	11	1,068.10	0.57
Berkshire Bk 0.85 3/31/2017	084601DK6	03/31/2015	0.850	248,000.00	248,000.00	248,000.00	248,176.82	03/31/2017	90	525.56	0.57
Blue Hills Bk 0.6 1/19/2017	095577CY6	08/19/2016	0.600	249,000.00	249,000.00	249,000.00	249,000.00	01/19/2017	19	548.48	0.57
BMW Bank UT 1.9 4/25/2019	05568P7A9	04/25/2014	1.900	215,000.00	215,000.00	215,000.00	217,767.05	04/25/2019	845	749.85	0.49
Boston Private 0.85 2/5/2018	101120DG5	08/05/2016	0.850	249,000.00	249,000.00	249,000.00	248,372.52	02/05/2018	401	150.76	0.57
Brookline 0.8 1/29/2018	11373QCD8	07/29/2016	0.800	249,000.00	249,000.00	249,000.00	248,397.42	01/29/2018	394	10.92	0.57
Capital Bk Miami 0.85 2/27/2017	139800BW5	02/26/2015	0.850	248,000.00	248,000.00	248,000.00	248,133.92	02/27/2017	58	733.47	0.57
Capital One Bank USA 0.85 1/23/2017	140420RG7	02/13/2015	0.850	248,000.00	248,000.00	248,000.00	248,044.64	01/23/2017	23	935.61	0.57
Capital One Nat'l McClean 0.8 1/17/2017	14042E4M9	07/15/2015	0.800	248,000.00	248,000.00	248,000.00	248,019.84	01/17/2017	17	918.62	0.57
Carver 0.5 1/30/2017	147005AT9	12/30/2016	0.500	249,000.00	249,000.00	249,000.00	248,995.02	01/30/2017	30	3.41	0.57
Cathay Bank CA 0.9 1/17/2017	149159JR7	02/10/2014	0.900	249,000.00	249,000.00	249,000.00	249,037.35	01/17/2017	17	85.96	0.57
Cit Bank UT 1.9 7/31/2018	17284CJY1	07/31/2013	1.900	247,000.00	247,000.00	247,000.00	249,613.26	07/31/2018	577	1,967.20	0.57
Citizens Prov RI 0.55 1/27/2017	75524KGF5	12/28/2016	0.550	249,000.00	249,000.00	249,000.00	249,004.98	01/27/2017	27	11.26	0.57
Citizens St Bk Okemah OK 0.85 1/30/2017	17669WFN0	08/10/2015	0.850	109,000.00	109,000.00	109,000.00	109,026.16	01/30/2017	30	2.54	0.25
Commerce Bank MN 1.25 1/26/2018-14	20056QMQ3	04/28/2014	1.250	249,000.00	249,000.00	249,000.00	249,109.56	01/26/2018	391	25.58	0.57
Currie St Bk MN 0.5 1/23/2017	23130SDB6	09/22/2016	0.500	249,000.00	249,000.00	249,000.00	248,995.02	01/23/2017	23	30.70	0.57
Discover Bank DL 1.85 2/1/2017	2546703J9	02/01/2012	1.850	200,000.00	200,000.00	200,000.00	200,211.60	02/01/2017	32	1,540.82	0.46
Eaglebank 0.85 2/21/2017	27002YCM6	02/20/2015	0.850	249,000.00	249,000.00	249,000.00	249,124.50	02/21/2017	52	63.78	0.57
Enerbank USA UT 2.55 7/18/2022	29266NA49	07/18/2014	2.550	249,000.00	249,000.00	249,000.00	253,967.55	07/18/2022	2,025	226.15	0.57
First Business Bank WI 1 10/16/2017	31938QC36	06/14/2013	1.000	248,000.00	248,000.00	248,000.00	248,161.20	10/16/2017	289	115.51	0.57
First Premier Bank SD 3 8/20/2024	33610RPT4	08/20/2014	3.000	246,000.00	246,000.00	246,000.00	254,432.88	08/20/2024	2,789	2,689.15	0.56
First Priority Bk Malvern 0.55 1/30/2017	33612JGL7	09/30/2016	0.550	249,000.00	249,000.00	249,000.00	249,000.00	01/30/2017	30	345.19	0.57
Firstbank PR Santurce 0.85 2/13/2017	33767AGU9	02/13/2015	0.850	200,000.00	200,000.00	200,000.00	200,068.00	02/13/2017	44	83.84	0.46
GE Capital Bank UT 1.9 7/26/2018	36161TPF6	07/26/2013	1.900	47,000.00	47,000.00	47,000.00	47,496.32	07/26/2018	572	386.56	0.11
GE Capital Bank UT 3.3 4/25/2024	36157QYN1	04/25/2014	3.300	97,000.00	97,000.00	97,000.00	101,052.66	04/25/2024	2,672	587.58	0.22
Homestreet Bk WA 0.6 1/23/2017	43785QHR7	03/23/2016	0.600	249,000.00	249,000.00	249,000.00	249,024.90	01/23/2017	23	32.75	0.57
HSBC USA Inc Step 4/24/2018-15	40434ABP3	04/24/2013	0.997	248,000.00	248,000.00	248,000.00	248,451.36	04/24/2018	479	577.53	0.57
Iberiabank 0.8 1/30/2018	45083AGA4	07/29/2016	0.800	249,000.00	249,000.00	249,000.00	248,394.93	01/30/2018	395	845.92	0.57
Investors Svgs 0.9 3/27/2017	46176PDX0	03/30/2015	0.900	248,000.00	248,000.00	248,000.00	248,168.64	03/27/2017	86	580.93	0.57
Ion Bk Naugatuck Conn 0.75 1/17/2017	46203PAC6	12/16/2015	0.750	249,000.00	249,000.00	249,000.00	249,012.45	01/17/2017	17	76.75	0.57
Jefferson Greenville 0.9 12/26/2017	472382AH3	06/24/2016	0.900	249,000.00	249,000.00	249,000.00	248,698.71	12/26/2017	360	42.98	0.57
JPMorgan Chase OH 1.125 2/19/2018-15	48124JSY5	02/19/2013	1.125	150,000.00	150,000.00	150,000.00	150,082.50	02/19/2018	415	194.18	0.34
Landmark Bank MO 2.6 9/16/2021-15	51506VBE2	07/18/2014	2.603	240,000.00	239,953.00	239,969.11	240,950.40	09/16/2021	1,720	256.44	0.55
Luana Iowa 0.8 1/29/2018	549103A74	10/28/2016	0.800	248,000.00	248,000.00	248,000.00	247,265.92	01/29/2018	394	347.88	0.57
Lubbock Nat'l Bk Texas 0.9 1/23/2018-13	549152CA2	06/03/2016	0.939	245,000.00	244,845.65	244,900.02	244,610.45	01/23/2018	388	48.33	0.56
Luther Burbank 0.5 1/31/2017	550551BG9	10/31/2016	0.500	249,000.00	249,000.00	249,000.00	248,990.04	01/31/2017	31	208.07	0.57

**City of Farmington**  
**Investment Portfolio - by Security Type**  
**As of 12/31/16**

Exhibit A

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
MB Finl Bank Chicago 0.65 1/9/2017	55266CPA8	10/09/2015	0.650	249,000.00	249,000.00	249,000.00	249,004.98	01/09/2017	9	97.55	0.57
MBank MI 0.75 5/31/2017	55275FHB7	05/31/2013	0.750	149,000.00	149,000.00	149,000.00	149,026.82	05/31/2017	151	0.00	0.34
Mercantil Commerce Bank FL 1.9 4/17/2019	58733AAU3	04/17/2014	1.900	247,000.00	247,000.00	247,000.00	250,228.29	04/17/2019	837	964.32	0.57
Mercatile Bank MI 1.15 4/11/2017	58740XYH7	04/11/2012	1.150	100,000.00	100,000.00	100,000.00	100,136.00	04/11/2017	101	255.21	0.23
Merrick 0.9 12/20/2017	59013JQN2	06/20/2016	0.900	249,000.00	249,000.00	249,000.00	248,701.20	12/20/2017	354	67.54	0.57
Metrobank Houston 0.9 1/23/2018-16	59164TBA1	06/03/2016	0.939	245,000.00	244,845.65	244,900.02	244,610.45	01/23/2018	388	48.33	0.56
Oldtown Bank NC Step 6/21/2019-13	680540AU5	06/21/2013	1.197	249,000.00	249,000.00	249,000.00	248,439.75	06/21/2019	902	81.86	0.57
Pacific Western 0.45 1/25/2017	69506YDL0	10/25/2016	0.450	249,000.00	249,000.00	249,000.00	248,992.53	01/25/2017	25	205.68	0.57
Patriot Bank TX 1 7/10/2017	70335XES1	07/09/2014	1.000	249,000.00	249,000.00	249,000.00	249,400.89	07/10/2017	191	150.08	0.57
Peapack Gladstone Bank NJ 2.7 6/27/2022	704692AN2	07/18/2014	2.700	249,000.00	249,000.00	249,000.00	256,604.46	06/27/2022	2,004	73.68	0.57
Pinnacle Bank SC Step 4/23/2018-14	723459BN2	04/22/2013	0.991	248,000.00	248,000.00	248,000.00	248,081.84	04/23/2018	478	76.44	0.57
Safra 0.7 1/3/2017	78658QQV8	10/01/2015	0.700	99,000.00	99,000.00	99,000.00	99,000.00	01/03/2017	3	172.78	0.23
Safra 0.8 1/27/2017	78658QTP8	01/28/2016	0.800	147,000.00	147,000.00	147,000.00	147,036.75	01/27/2017	27	1,089.01	0.34
Sallie Mae Bank UT 2.65 8/6/2021	795450SG1	08/06/2014	2.650	199,000.00	199,000.00	199,000.00	204,763.04	08/06/2021	1,679	2,123.85	0.46
Shinhan 1.05 1/29/2018	824593AX5	12/29/2016	1.050	249,000.00	249,000.00	249,000.00	249,021.66	01/29/2018	394	14.33	0.57
Southeast Bk Athens 0.5 2/1/2017	84133PBj6	11/01/2016	0.500	249,000.00	249,000.00	249,000.00	249,000.00	02/01/2017	32	204.66	0.57
State Bank India NY 1.7 1/27/2020	856284J62	01/25/2013	1.700	96,000.00	96,000.00	96,000.00	96,333.12	01/27/2020	1,122	710.93	0.22
Stearns Bank MN 1.05 4/11/2017	857894MT3	04/11/2012	1.050	100,000.00	100,000.00	100,000.00	100,110.00	04/11/2017	101	57.53	0.23
Sterling 0.6 1/30/2017	85916VAX3	08/03/2016	0.600	249,000.00	249,000.00	249,000.00	249,000.00	01/30/2017	30	634.44	0.57
The PrivateBank IL 2 7/22/2019	74267GUQ8	07/21/2014	2.000	247,000.00	247,000.00	247,000.00	250,191.24	07/22/2019	933	2,206.08	0.57
Third Federal Savings OH 1.65 12/28/2018	88413QAL2	03/28/2014	1.650	183,000.00	183,000.00	183,000.00	185,025.81	12/28/2018	727	777.62	0.42
Webbank 1 1/18/2018-16	947547HY4	03/18/2016	1.000	249,000.00	249,000.00	249,000.00	249,122.01	01/18/2018	383	88.68	0.57
Webster Bank CT 1.9 7/2/2019	94768NJU9	07/02/2014	1.900	245,000.00	245,000.00	245,000.00	248,175.44	07/02/2019	913	2,321.12	0.56
Wells Fargo Sioux Falls 1.15 1/29/2018	9497483J4	02/02/2016	1.150	249,000.00	249,000.00	249,000.00	249,727.08	01/29/2018	394	0.00	0.57
Wex Bk Midvale 0.85 1/30/2018	92937CDZ8	07/29/2016	0.850	248,000.00	248,000.00	248,000.00	247,424.64	01/30/2018	395	895.18	0.57
World Financial DE 1.85 6/8/2017	982999JF2	06/08/2012	1.850	200,000.00	200,000.00	200,000.00	200,944.00	06/08/2017	159	293.97	0.46
Worlds Foremost Bk Sydney NE 1.6 6/25/2018	981571BM3	06/25/2015	1.600	200,000.00	200,000.00	200,000.00	200,180.00	06/25/2018	541	52.60	0.46
<b>Sub Total / Average</b>			<b>1.215</b>	<b>16,034,000.00</b>	<b>16,033,644.30</b>	<b>16,033,769.15</b>	<b>16,093,303.26</b>		<b>485</b>	<b>38,112.76</b>	<b>36.81</b>
<b>Total / Average</b>			<b>0.792</b>	<b>43,555,894.14</b>	<b>43,640,672.22</b>	<b>43,573,501.87</b>	<b>43,628,503.45</b>		<b>244</b>	<b>95,409.77</b>	<b>100</b>

Cash In Transit - Matured Investments 494,000.00

Petty Cash 3,707.00

12/31/16 Market Value 44,126,210.45



# City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** Robin Hanson  
**SUBJECT:** 2016 Draft Financial Statements Review  
**DATE:** April 17, 2017

## **INTRODUCTION**

Financially, 2016 was a very good year for the city. Staff was able to provide services within budget, you were able to continue to make progress on long-term funding for various capital improvement plans and maintain the city's fund balance while addressing some unbudgeted or under budgeted items. You continue to take steps to make Farmington a city of fiscal excellence.

Attached you will find draft 2016 financial results for the following funds:

- General Fund
- Other funds: Rambling River Center, the pool, EDA, Park Improvement Fund and the arena
- Liquor Stores
- Sewer, Solid Waste, Storm Water, Water, and Street Lights Funds

## **DISCUSSION**

### **General Fund Revenues**

2016 General Fund revenues totaled \$11,398,518 and were 107% or \$748,664 more than budgeted. The following details the actual versus budgeted variances:

	General Fund Actual Versus Budget
Property Taxes	\$226,458
Permits	280,064
Intergovernmental Revenue	134,291
Charge for Service	86,204
Other, combined	21,647
Net Revenues, over budget	\$748,664

Property taxes – This line item has several different components: current property taxes, fiscal disparities, delinquent property taxes/penalties/interest, and the debt levy for the fire truck interfund loan. The following recaps the difference between budgeted and actual General Fund property tax revenues.

	Property Taxes Actual Versus Budget
Collection of delinquent taxes/penalties/interest	149,000
Fire Truck Levy (included in debt levy budget)	120,000
TIF Redistribution	73,000
Delinquent 2016 taxes, uncollected	(104,000)

Other, combined

(11,542)  
\$226,458

For budget purposes, the city classifies the fire truck interfund loan repayment as debt levy; it is not included in the General Fund property tax budget. For financial statement purposes, the city records the debt levy for the fire truck loan in the General Fund. The two different classifications results in an actual versus budgeted property tax variance.

Permits – Permit revenue was \$280,064 more than budgeted, primarily due to an increase in building permits for residential new construction (63 permits in 2016 compared to 53 permits in 2015), several commercial rehabilitation projects and a permit for the construction of a new senior housing development.

Intergovernmental – Consists primarily of transfers from the state for local government aid (LGA), road maintenance (MSA), and police and fire aid. Receipt of federal and county funds are also recorded in this line item. The most noteworthy items are \$24,000 in state reimbursement for eligible fire department training and the receipt of a \$15,000 grant from the county CDA to pay for a portion of the downtown redevelopment study.

#### General Fund Expenditures

2016 General Fund expenditures were 96% of budgeted amounts or \$435,328 under budget and totaled \$10,886,239.

	General Fund Actual Versus Budget
Human Resource Costs	\$82,330
Equipment, Supplies & Parts	98,980
Snow Removal	90,949
Fuel (excluding snow removal)	84,164
Utilities (Electric and Natural Gas)	56,612
Fire Pension (pass-through)	(54,510)
Other, combined	76,803
Net Expenditures, under budget	\$435,328

Human Resource Costs – Across all General Fund departments human resource costs, excludes fire pension, were \$82K below budget or within 1.1% of a \$7.4 million budget.

Equipment, Supplies and Parts – Under budget approximately \$99,000. Of this amount, \$32,000 was for election equipment for which the city took delivery at the end of December 2015; amount charged to the 2015 budget. An additional \$35,000 relates to equipment ordered by the police department, but not received in 2016; amounts transferred to General Equipment-Police Fund for future payment. The remaining \$29,000 was spread across all departments.

Snow Removal – The General Fund benefitted from a very mild winter realizing a savings of nearly \$91,000. This was the lowest cost for the past 10 years. During the past 10 years snow removal costs ranged from \$136,000 to \$264,000. The city's 2016 snow removal budget totaled \$226,895.

Fuel – The General Fund benefitted from the low fuel prices available in 2016. Total savings realized approximated \$84,000. In light of the lower prices over the past couple years the 2017 fuel budget was

reduced \$35,000.

Utilities – The General Fund benefitted from a very mild winter and cooler summer temperatures.

Fire Pension, pass-through – The city received \$55,000 more in fire aid than was budgeted (included in intergovernmental revenues above). This amount was passed-through to Fire Relief for firefighter pensions; it is budget-neutral.

#### Other Financing

Transfers Out – Actual transfers were \$870,701 more than budgeted. After reviewing the 2016 preliminary financial results council approved additional transfers to pay for new items in 2017, which had not been previously budgeted (ex. Vermillion River bank restoration project) or were underfunded (ex. Emerald Ash Borer). You reviewed all of the 2016 interfund transfers during the April 4, 2017 city council workshop and approved the updated schedule during the regular April 4, 2017 council meeting.

#### **General Fund, Fund Balance**

For 2016, the fund balance in the General Fund increased approximately \$315K to \$5.1 million or 41.5% of the 2017 General Fund budgeted expenditures. This meets the minimum fund balance set forth in the city's Fund Balance policy. The historical Fund Balance chart is included in your packet for reference.

	General Fund Actual Versus Budget
Net Revenues, more than budgeted	\$748,664
Net Expenses, less than budgeted	435,328
Net Transfers Out, more than budgeted	(868,888)
Net Increase in General Fund fund balance	\$315,104

#### **Other Funds**

##### Rambling River Center (included in the General Fund)

Overall, the Rambling River Center revenues totaled \$55,000 and were \$2K more than budgeted amounts. In addition, because we have to track federal grants separately, there was an additional \$3K in CDBG funds attributable to the Rambling River Center, recorded elsewhere. The 2015 expenditure amounts were \$14K less than budgeted. Approximately one-half of the savings were attributable to milder weather and lower fuel prices.

##### Pool (included in the General Fund)

Swimming Pool revenues were \$11,000 less than budgeted and \$8,000 less than the prior year. Meanwhile, expenditures were also less than budgeted (\$16,000) and less than the prior year (\$12,000). Some possible reasons for these variances include: 1) opened five days later in June 16, than the previous year, 2) No punch cards purchased by a larger customer who has done so in the past, 3) cooler weather in June, and 4) age of pool compared to competition in neighboring communities.

##### EDA – Special Revenue Fund

Revenues and expenditures are significantly higher than budgeted due to the receipt and subsequent pass-through (i.e. budget neutral) of CDBG funds for the following commercial rehabilitation projects: Town Sports and the Cakery.

##### Park Improvement – Special Revenue Fund

The Park Improvement Fund revenues totaled \$128K which was \$119 more than budgeted. Revenues are a combination of special assessments, park development fees related to residential new construction, park development fees from an unanticipated senior living project, rental income and investment income. Expenditures were primarily related to park improvements at Troy Hill, a portable security camera at Lake Julia and new bike racks for downtown.

#### Ice Arena– Special Revenue Fund

Once again the ice arena operations finished the year ‘north of zero’ with a positive bottom-line of \$2,565. This reflects a rent increase effective 7/1/16, the new indoor turf rental, another offering of summer ice and the provision of \$10,000 for future capital improvements.

### **Liquor Operations**

The downtown store’s sales totaled \$2.2 million and were nearly identical to the previous year, while the Pilot Knob store’s sales were \$2.5 million or \$135,000 more than the previous year. During the summer of 2016, the downtown store seemed to be negatively impacted by the construction on TH-3. Year-end sales made up for the lower sales earlier in the year. In 2015, the 195<sup>th</sup> street reconstruction project and increased competition in neighboring communities negatively affected the Pilot Knob store’s revenue. The Pilot Knob store’s sales rebounded in 2016 and finished even higher than 2014 (the year before the 195<sup>th</sup> street reconstruction project).

Both stores met their gross profit margin target of 25%. Meanwhile, the profit as a percent of sales benchmark of 6.5% was just out of reach. The combined profit as a percent of sales was 6.4% for the year. The primary reason for this is unrelated to liquor operations. The relatively new GASB 68 Pension Accounting rules require that each affected entity record its proportionate share of the state’s unfunded pension liability. This resulted in a \$26K charge in the liquor store’s financials for 2016. The proportionate share of the unfunded liability is recorded where employees are paid. For the city, these costs are recorded in the Liquor Operations Fund, Solid Waste Fund and the government-wide financial statements.

The operating transfers are more than budgeted. The overage represents the investment of nearly \$110,000 of liquor stores community investment fund in the following items: TH-3 trail extension, ice arena's new Zamboni, security camera at Lake Julia, thermal imaging camera for the fire department, a new building inspections vehicle, the arena sound system and DT bike racks.

Following council’s ‘four pots’ funding policy, after setting aside enough cash for day-to-day operations and the annual administrative transfer, the remaining liquor stores’ cash was divided evenly, between the liquor stores’ community projects and capital improvements fund, resulting in an addition of \$92K to each fund. Staff will come back to the city council later this year with recommendations on how to invest a portion of the available community investment funds.

### **Utilities**

#### Sewer Fund

The 2016 revenues were higher than budgeted and higher than in 2015. The principal reason for the increase is a rate increase which went into effect 1-1-16. This increase was mitigated by changes in consumption patterns: 1) lower residential WAV amounts for 2016, 2) an increase in the number of residential accounts which pay the minimum charge, and 3) the change in the residential sewer calculation to the lower of WAV or actual water used, while maintaining a 10,000 gallon minimum charge.

Sewer expenses were less than budgeted amounts, but higher than 2015 expenses. The primary reason for the increased expenses relative to 2015 is the budgeted increase in MCES (Metropolitan Council Environmental Services) fees (\$170K).

Meanwhile, while revenues were higher and expenses less than budgeted, revenues were insufficient to cover both operations and depreciation of the underlying infrastructure. However, this was less than the anticipated shortfall included in the long-term financial plan which was developed for the sewer fund. Continuing to follow the plan will result in revenues exceeding operational expenses and depreciation in future years.

#### Solid Waste

Solid Waste enterprise revenues exceeded budgeted amounts and were \$76K more than the previous year. A billing error, early in 2016, explains approximately \$25,000 more revenue in 2016, than 2015. The remainder of the increase relates to increased trash collection, a modest number of new accounts, and the sale of an existing truck in combination with the purchase of a new solid waste vehicle.

Solid Waste expenses were less than budgeted amounts. The 2016 increase in expenditures, relative to 2015, relates to tipping fees and increased tonnage (2016 roll offs totaled 255 tons compared to 220 tons in 2015). A modification to the curbside recycling program—no longer picking up electronics, which can be recycled at Dakota County eco-site—resulted in lower costs and offset some of the increased tipping fees;.

The fund balance in the solid waste fund increased approximately \$197K, which enables the solid waste fund to continue to pay cash for its equipment needs.

#### Storm Water

Storm Water enterprise revenues were more than budgeted and more than the prior year. The 2015 total revenue was more than 2016, because it included one-time reimbursement revenue related to the 195<sup>th</sup> street reconstruction project.

Storm Water expenses were less than budgeted amounts and less than the previous year. Last year included one-time expenditures related to the 195<sup>th</sup> street reconstruction project.

The Storm Water fund recorded a net decrease in fund balance of \$223K. Actual results need to be compared to the long-term financial plan to determine if the planned January 1, 2018 rate increase will be sufficient.

#### Water

Revenues consist of not only water bills, but also special assessments, permits, water availability charges, interest on investments, marked-to-market on investments and rental income.

With the exception of enterprise sales, the revenue line items exceeded budget. Based on a review of the amount of water billed at the various rates in effect the enterprise sales revenue appears reasonable. The 2016 revenue is higher than the previous year. This is partially attributable to staff recording the Mn Department of Health fees as an expenditure in 2016, rather than netting it against the enterprise sales revenue as was done in previous years.

The 2016 expenses were comparable to the prior year. The reduction in chemicals purchased (timing) and depreciation was offset by increased professional services (i.e. water main work done in conjunction with the Legacy of Farmington development) and contractual services (accounting for Mn Dept of Health fees described above).

Overall, the water fund's financial results are good news. Based on the long-term financial plan adopted in 2013, which demonstrated the need for a rate increase which went into effect January 1, 2014, this fund was budgeted to have expenses outpace revenues by \$282,000 (i.e. loss). In actuality, the loss was \$91,000, an improvement of \$191,000, sooner than anticipated. \$54,000 less in actual depreciation expenses was one of



the contributors to the improved financial performance. Continuing to follow the plan will result in revenues exceeding operational expenses and depreciation in future years.

### Street Lights

Expenses exceeded revenues in 2016 (i.e. loss of \$62K), primarily due to the city's completion of phase 1 of its conversion to LED lights which council decided to undertake after adopting the 2016 budget. This fund had enough money to pay cash for the project. The project just hadn't been anticipated when the 2016 budget was adopted. Phase 2 will be completed in 2017.

### **Debt**

The debt financial statements are not included in your packet. They will be included in the Comprehensive Audited Financial Report (CAFR) that you receive in May. While providing a comprehensive review of 2016, I wanted to highlight the following.

During 2016 the city:

- Paid off the 1995 Wastewater Treatment Bonds
- Paid off the Water Fund's interfund loan for the fire truck one year early.
- Refinanced the 2005C, 2008AB, 2010C and 2010D bonds saving the city significant interest payments and improving the city's cash flow timing.

### **BUDGET IMPACT**

Explained in the discussion section of the memo.

### **ACTION REQUESTED**

Review the financial reports and ask questions of staff.

### **ATTACHMENTS:**

Type	Description
❑ Backup Material	Gen'l Fund - Qtly - 2016 Draft Year-end Review
❑ Backup Material	2016 General Fund Draft Fund Balance Chart
❑ Backup Material	Other Funds - Qtly - 2016122
❑ Backup Material	Liquor Stores - 2016 Year-end Review
❑ Backup Material	Enterprise Funds - Qtly - 2016 Year-end Review

# General Fund December 2016 YTD Operating Report

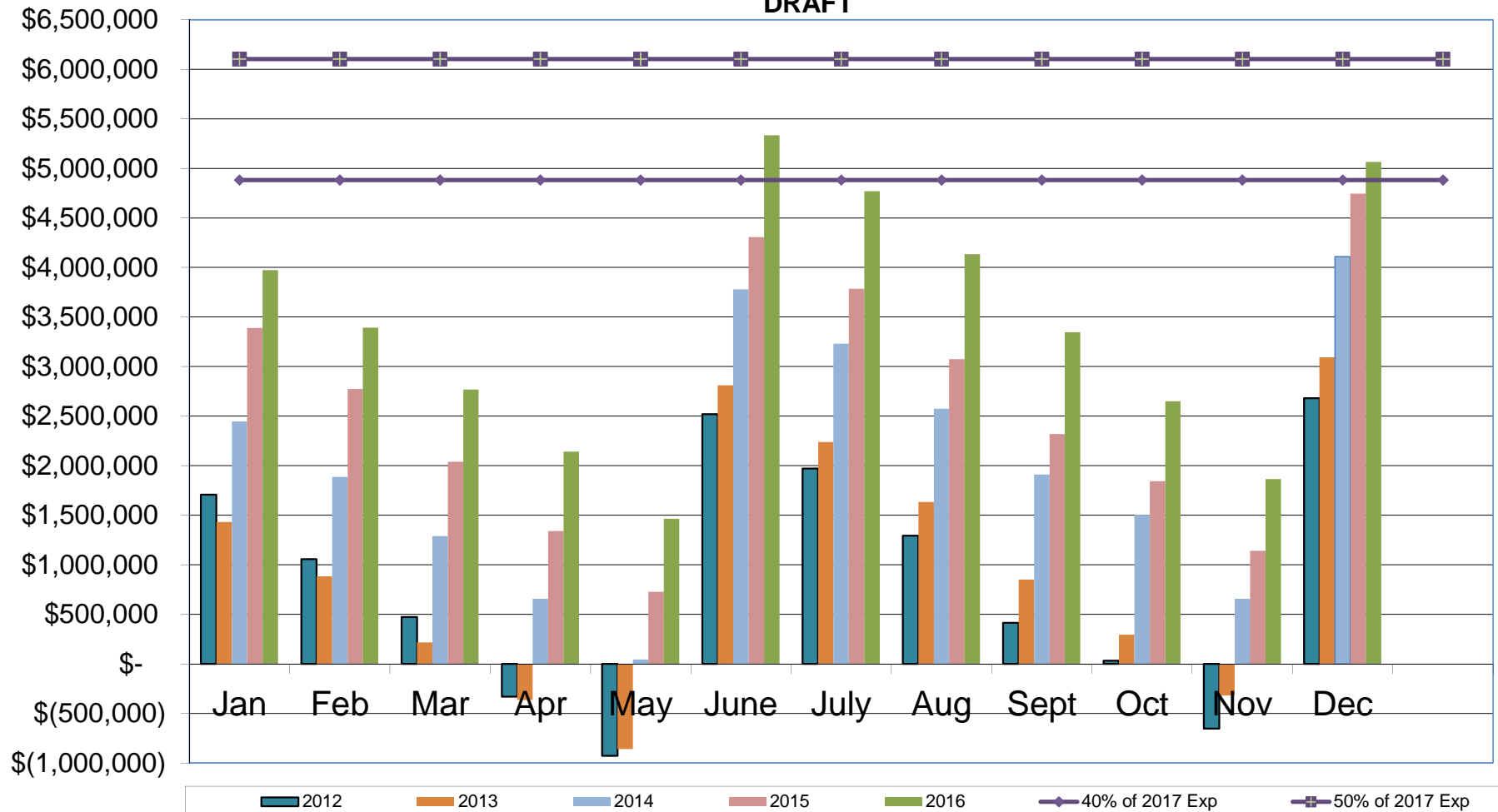
Company	Actual 2015	Quarter 1 Actual 2016	Quarter 2 Actual 2016	Quarter 3 Actual 2016	Quarter 4 Actual 2016	Actual 2016	Budget 2016	Actual Budget Variance 2016	YTD Act as % of Bud 2016	2016 Budget Comments
<b>Revenues</b>										
<b>Property Taxes</b>	8,485,373	0	4,594,726	0	4,378,901	8,973,628	8,747,170	226,458	103%	Property tax revenue is higher than expected: FT debt levy recorded in GF; budgeted in debt levy \$120,000; collection of prev delq taxes \$149,000; TIF redistribution \$73,000 and current year taxes which were not paid timely--delinquent taxes \$104,000 and miscellaneous \$12,000.
<b>Licenses</b>	40,385	18,010	8,315	10,055	7,520	43,900	41,355	2,545	106%	Comparable to the prior year and amount budgeted.
<b>Permits</b>	330,503	66,849	219,304	212,042	108,218	606,412	326,348	280,064	186%	Total residential building permits were higher than last year: 2016-63 permits and 2015-53 permits. In addition there were several comm'l rehab projects and a permit for the construction of a new senior housing development.
<b>Intergovernmental Revenue</b>	905,128	125,553	5,055	625,088	181,730	937,425	803,134	134,291	117%	Composed of several different types of state aids and reimbursements each of which was over or under budgeted amounts. Most noteworthy is the \$24,000 in state reimbursement for eligible fire department training and the receipt of a \$15,000 grant from the CDA to pay for a portion of the downtown redevelopment study.
<b>Charge for Service</b>	507,556	92,429	137,794	121,058	226,622	577,904	491,700	86,204	118%	Net increase primarily due to increased fire charges for both contract (Empire) and non-contract (e.g. illegal, hazardous burns) fire revenue which were offset by lower pool revenue.
<b>Fines</b>	52,299	12,033	9,964	7,355	12,399	41,750	65,000	(23,250)	64%	Decline in fine revenue continues. Adjustment made to 2017 budget.
<b>Investment Interest</b>	32,972	8,730	5,802	11,443	15,994	41,970	18,462	23,508	227%	Gen'l Fd benefitted from higher ave investment balances and higher invest income available for distribution.
<b>Miscellaneous</b>	55,015	22,404	23,303	13,941	15,882	75,529	56,685	18,844	133%	Includes Rotary donation to the police department, CEEF donation for puppet wagon, FYHA donations for AED/hockey boards and the music/movie in the park program sponsorships.
<b>Franchise Fees</b>	100,000	0	62,157	37,843	0	100,000	100,000	0	100%	
<b>Subtotal Revenues</b>	<b>10,509,233</b>	<b>346,008</b>	<b>5,066,420</b>	<b>1,038,824</b>	<b>4,947,266</b>	<b>11,398,518</b>	<b>10,649,854</b>	<b>748,664</b>	<b>107%</b>	
<b>Expenditures</b>										
<b>Legislative</b>	100,261	14,835	15,842	38,043	17,184	85,903	86,906	(1,003)	99%	Third quarter includes LMC dues and unbudgeted expenditures for educational materials related to the referendum. 2015 included \$10,500 for strategic plan and community survey for which similar costs were not incurred in 2016.
<b>Historical Preservation</b>	7,610	0	1,940	865	1,395	4,200	3,855	345	109%	Budget overage is related to stipends which had not been previously included in the budget.
<b>Administration</b>	364,051	78,066	81,434	84,878	85,026	329,404	376,379	(46,975)	88%	Largest line item variance was for the admin reserve. \$21K was used for the police staffing study, but it was coded to the police admin budget, rather than the admin reserve.
<b>Elections</b>	31,601	25	147	8,905	18,287	27,364	57,548	(30,184)	48%	Primary election held during the 3rd quarter. General election held during the 4th quarter.
<b>Communications</b>	93,574	24,610	24,138	24,487	24,259	97,494	102,105	(4,611)	95%	
<b>City Hall</b>	166,820	42,311	43,561	43,908	55,061	184,841	195,321	(10,480)	95%	
<b>Finance and Risk Mgmt</b>	608,140	156,556	176,872	162,619	170,393	666,441	681,973	(15,532)	98%	
<b>Community Development</b>	0	0	0	0	0	0	0	0		Header needed for budgeting. Components are Planning and Building Inspections.
<b>Human Resource</b>	252,762	65,657	62,660	67,005	67,075	262,397	279,035	(16,638)	94%	HR Director and LOGIS were able to complete ACA reporting; did not hire a consultant. Separately, unable to conduct all of the training that had been planned for 2016.
<b>Police Administration</b>	780,777	185,563	182,023	222,764	200,646	790,996	840,955	(49,959)	94%	On a combined basis police admin, patrol & invest 97%
<b>Patrol Services</b>	2,560,805	632,271	601,130	621,726	655,062	2,510,189	2,679,435	(169,246)	94%	On a combined basis police admin, patrol & invest 97%
<b>Investigations</b>	682,321	196,275	183,373	191,469	192,558	763,675	662,472	101,203	115%	On a combined basis police admin, patrol & invest 97%
<b>Emergency Management</b>	9,165	54	54	823	2,917	3,848	4,900	(1,052)	79%	Sirens maintained and repaired, as needed.
<b>Fire</b>	1,007,891	211,575	287,531	371,817	363,809	1,234,732	1,140,007	94,725	108%	Increased Training costs. State Fire Aid was more than budgeted (i.e. revenue to city) which in turn results as increased expenditure as this money is a pass through to the Fire Relief Assn (3rd qtr). City contribution to Fire Relief Assn pd in 2nd and 4th quarter. Overage covered by State Aid, increased training reimbursement from the state and non-contract fire revenues.
<b>Rescue</b>	40,643	0	0	0	0	0	0	0		Combined with fire in 2016.
<b>Engineering</b>	567,966	113,742	122,470	124,974	99,603	460,788	531,112	(70,324)	87%	Under budget due to staff vacancies, city and staff engineer, during the year.
<b>Planning</b>	321,852	87,740	93,887	81,553	68,762	331,942	347,774	(15,832)	95%	Staff vacancy for approximately one month
<b>Building Inspection</b>	237,872	62,547	60,134	76,376	81,081	280,138	256,724	23,414	109%	Higher expenditures reflect the addition of a PT bldg inspector. Increased costs offset by higher permit revenue.
<b>Natural Resources</b>	121,835	28,041	29,847	28,544	34,185	120,618	125,576	(4,958)	96%	Stump grinding included in fourth quarter.
<b>Streets</b>	895,900	217,330	245,446	238,995	242,596	944,367	1,018,604	(74,237)	93%	Not using as much blacktop as compared to 2013/2014. Fuel costs remained low. Completed fewer sidewalk replacement projects than planned.
<b>Snow Removal</b>	147,493	36,732	8,449	14,524	76,241	135,946	226,895	(90,949)	60%	Benefitted from mild weather. Only storm of significance was in December 2016.
<b>Park Maintenance</b>	561,905	119,063	155,733	185,114	139,656	599,566	608,700	(9,134)	98%	
<b>Rambling River Center</b>	150,223	33,121	32,064	34,830	34,961	134,976	149,166	(14,190)	90%	For the first 7 months of 2016 RRC had reduced staffing; PT administrative position reinstated in August 2016. Due to reduced staffing there were fewer program offerings.
<b>Park &amp; Rec Admin</b>	248,349	62,727	58,443	67,865	62,601	251,637	262,158	(10,521)	96%	Vacant Rec Supr in late 2016.
<b>Recreation Programs</b>	102,609	9,749	34,018	48,875	9,647	102,289	113,407	(11,118)	90%	Seasonal. Had equipment and supplies from 2015 available which reduced the need to purchase some of those items in 2016 (\$7K).
<b>Swimming Pool</b>	131,383	4,058	43,885	69,837	1,781	119,561	135,232	(15,671)	88%	Pool closed the later part of August
<b>Interest Paid</b>	6,343	482	534	0	161	1,178	0	1,178		Fire Truck Loan; repaid in full Dec. 2016; one year early.
<b>Bad Debt Expense</b>	0	0	0	36,882	(30,462)	6,420		6,420		Represents conservative nature of recognizing non-contract fire charges. Reconize revenue as payments are received.
<b>Subtotal Expenditures</b>	<b>10,200,153</b>	<b>2,383,131</b>	<b>2,545,616</b>	<b>2,847,677</b>	<b>2,674,487</b>	<b>10,450,911</b>	<b>10,886,239</b>	<b>(435,328)</b>	<b>96%</b>	
<b>Revenues (Over) Under Expenditures</b>	<b>309,080</b>	<b>(2,037,123)</b>	<b>2,520,804</b>	<b>(1,808,853)</b>	<b>2,272,779</b>	<b>947,607</b>	<b>(236,385)</b>	<b>1,183,992</b>	<b>-401%</b>	
<b>Other Financing</b>										
<b>Transfers In</b>	1,134,180	288,740	287,093	287,093	287,258	1,150,183	1,148,371	1,812	100%	
<b>Transfers Out</b>	(806,007)	(229,152)	(242,174)	(466,121)	(839,861)	(1,777,308)	(906,607)	(870,701)	196%	See detailed operating transfers worksheet in Finance/Operating Transfers By Year folder.
<b>Subtotal Other Financing</b>	<b>328,173</b>	<b>59,588</b>	<b>44,919</b>	<b>(179,028)</b>	<b>(552,603)</b>	<b>(627,124)</b>	<b>241,764</b>	<b>(868,888)</b>	<b>-259%</b>	
<b>Net Change in Fund Balance</b>	<b>637,253</b>	<b>(1,977,535)</b>	<b>2,565,723</b>	<b>(1,987,881)</b>	<b>1,720,176</b>	<b>320,483</b>	<b>5,379</b>	<b>315,104</b>	<b>5,958%</b>	

# City of Farmington

## General Fund Fund Balance

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Change in Fund Balance



**RRC, Pool, EDA, Park Improvement, Arena  
December 2016 YTD Operating Report**

Company	Actual 2015	Quarter 1 Actual 2016	Quarter 2 Actual 2016	Quarter 3 Actual 2016	Quarter 4 Actual 2016	Actual 2016	Budget 2016	Actual Budget Variance 2016	YTD Act as % of Bud 2016	Comment
<b>Rambling River Center</b>										<b>FYI received \$2,926 in CDBG funds, recorded under federal grants</b>
Rec Fees - Sr Ctr (Excludes CDBG)	20,546	6,789	3,660	4,274	2,715	17,438	18,000	(562)	97%	RRC revenue approximates budgeted revenues. RRC saw fewer programs offerings and less program participation than the previous year due to reduced staffing availability and turnover during the year.
Membership Fees (Excludes CDBG)	8,952	7,983	542	674	74	9,274	12,000	(2,726)	77%	CDBG funds noted above.
Advertising	2,132	2,193	79	0	0	2,272	2,200	72	103%	
Rental Income - RRC	23,881	7,544	8,552	4,283	5,107	25,485	20,000	5,485	127%	Continue to see increased rental revenue.
<b>Subtotal Rambling River Center Revenues</b>	<b>55,511</b>	<b>24,508</b>	<b>12,834</b>	<b>9,232</b>	<b>7,895</b>	<b>54,470</b>	<b>52,200</b>	<b>2,270</b>	<b>104%</b>	
Rambling River Center Expenses	150,223	33,121	32,064	34,830	34,961	134,976	149,166	(14,190)	90%	Rambling River Center benefitted from milder weather (lower utility bills) and lower fuel prices (fuel savings) and had more modest savings across several other line items.
<b>RRC Net Revenues/Expenditures</b>	<b>(94,712)</b>	<b>(8,613)</b>	<b>(19,230)</b>	<b>(25,598)</b>	<b>(27,066)</b>	<b>(80,507)</b>	<b>(96,966)</b>	<b>16,459</b>	<b>83%</b>	<b>Less subsidy needed in 2016 primarily due to lower expenditures as explained above. In 2015 there were two one-time projects (concrete and motion sensors).</b>
<b>Swimming Pool</b>										
Pool Admissions	35,969	210	10,845	21,050	0	32,106	37,000	(4,894)	87%	See explanation below
Swimming Lesson Fees	10,119	0	4,641	3,151	0	7,792	13,000	(5,208)	60%	See explanation below
Concessions	11,897	0	3,083	7,800	0	10,883	11,000	(117)	99%	See explanation below
Rental Income - Pool	2,278	153	466	742	0	1,361	2,000	(639)	68%	Neg Sept amt represents pool rental refund.
<b>Subtotal Swimming Pool Revenues</b>	<b>60,263</b>	<b>363</b>	<b>19,035</b>	<b>32,743</b>	<b>0</b>	<b>52,142</b>	<b>63,000</b>	<b>(10,858)</b>	<b>83%</b>	<b>\$8K less than last year. Some possible reasons: 1) opened five days later in June 16, than the previous year, 2) No punch cards purchased by a larger customer who has done so in the past, 3) cooler weather in June, and 4) age of pool compared to competition in neighboring communities.</b>
Pool Expenditures	131,383	4,058	43,885	69,837	1,781	119,561	135,232	(15,671)	88%	
<b>Subtotal Pool Revenues Over (Under) Expenditures</b>	<b>(71,120)</b>	<b>(3,694)</b>	<b>(24,850)</b>	<b>(37,094)</b>	<b>(1,781)</b>	<b>(67,419)</b>	<b>(72,232)</b>	<b>4,813</b>	<b>93%</b>	<b>Revenue was less than the previous year, but so were expenditures. As a result the city's subsidy was less in 2016, than in 2015.</b>
<b>EDA</b>										
EDA Revenues	52,697	700	720	740	42,854	45,014	1,572	43,442	2,864%	4th quarter includes receipt of Town Sports and Farmington Cakery CDBG grant reimbursements.
EDA Expenses	69,683	10,196	7,717	46,799	4,462	69,174	42,430	26,744	163%	3rd quarter includes pymt of Town Sports and Bakery CDBG grants.
<b>EDA Net Revenues/Expenditures</b>	<b>(16,986)</b>	<b>(9,496)</b>	<b>(6,998)</b>	<b>(46,058)</b>	<b>38,393</b>	<b>(24,159)</b>	<b>(40,858)</b>	<b>16,699</b>	<b>59%</b>	
Transfers In	90,000	10,000	10,000	10,000	10,000	40,000	40,000	0	100%	
<b>Subtotal Other Financing</b>	<b>90,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>100%</b>	
<b>Net Change in EDA Fund Balance</b>	<b>73,014</b>	<b>504</b>	<b>3,002</b>	<b>(36,058)</b>	<b>48,393</b>	<b>15,841</b>	<b>(858)</b>	<b>16,699</b>	<b>-1,846%</b>	
<b>Park Improvement</b>										
Park Improvement Revenues	46,738	4,791	17,688	96,397	8,896	127,771	9,008	118,763	1,418%	2nd quarter includes farm land rental income. Third quarter includes park dedication fee revenue related to a comm'l permit and receipt of the Mighty Ducks grant.
Park Improvement Expenditures	44,609	0	62,817	10,648	3,520	76,985	60,000	16,985	128%	2nd quarter includes payment for Troy Hill playground equipment. Third quarter includes pymt for Troy Hill, bike racks and security camera at Lake Julia.
<b>Park Improvement Net Change in Fund Balance</b>	<b>2,129</b>	<b>4,790</b>	<b>(45,129)</b>	<b>85,749</b>	<b>5,376</b>	<b>50,787</b>	<b>(50,992)</b>	<b>101,779</b>	<b>-100%</b>	
<b>Ice Arena</b>										
Ice Arena Revenues	322,672	125,207	23,175	36,566	145,177	330,126	321,750	8,376	103%	Summer ice started one week later. Meanwhile ice rental, lessons, and open skate revenue were all higher than 2015. New rental rates went into effect 7/1/16. The number of lessons and opening skating participation increased.
Ice Arena Expenditures	319,552	96,918	39,767	79,269	101,041	316,995	317,418	(423)	100%	
<b>Ice Arena - Rev Over (Under) Expenditures</b>	<b>3,120</b>	<b>28,289</b>	<b>(16,592)</b>	<b>(42,703)</b>	<b>44,136</b>	<b>13,131</b>	<b>4,332</b>	<b>8,799</b>	<b>303%</b>	
Ice Arena - Transfers In	0	0	0	0	0	0	0	0		
Ice Arena - Transfers Out	0	0	0	0	10,000	10,000		10,000		The arena transferred \$10,000 to its capital project fund for future improvements.
<b>Ice Arena Net Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>0</b>	<b>(10,000)</b>		
<b>Ice Arena Net Change in Fund Balance</b>	<b>3,120</b>	<b>28,289</b>	<b>(16,592)</b>	<b>(42,703)</b>	<b>34,136</b>	<b>3,131</b>	<b>4,332</b>	<b>(1,201)</b>	<b>72%</b>	

**Liquor Stores  
Statement of Revenue & Expenses  
December YTD 2016**

Company	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Budget	2016 Actual - Budget Variance	2016 Actual As A % of Budget	Comment
<b>Revenues - Downtown</b>									
Liquor Sales	624,044	676,167	691,668	697,814	715,693	703,484	12,209	102%	
Wine Sales	225,692	246,263	260,221	263,591	265,752	256,212	9,540	104%	
Beer Sales	1,052,888	1,103,581	1,154,871	1,197,964	1,172,796	1,148,166	24,630	102%	
Misc Taxable Sales	32,124	32,009	31,125	32,709	36,499	32,000	4,499	114%	
Misc Nontaxable Sales	23,257	20,666	21,524	22,521	23,414	21,500	1,914	109%	
Interest on Investments	0	0	0	3,548	4,773	2,335	2,438	204%	
Gain/Loss Invest Mkt Value	0	0	0	785	1,003		1,003		
Miscellaneous Revenues	2,222	2,000	2,404	2,155	2,274	2,000	274	114%	
Cash Over & Short	92	36	2,013	(31)	(76)		(76)		
<b>Total Revenue - Downtown</b>	<b>1,960,319</b>	<b>2,080,722</b>	<b>2,163,826</b>	<b>2,221,056</b>	<b>2,222,128</b>	<b>2,165,697</b>	<b>56,431</b>	<b>103%</b>	In total, the DT liquor store's 2016 sales approximate 2015. During the summer they appeared to have been negatively impacted by the TH-3 road project. Sales recovered the last several months of the year.
<b>Cost of Goods Sold - Downtown</b>									
Cost of Goods Sold	1,420,446	1,554,967	1,622,549	1,669,646	1,659,631	1,621,022	38,609	102%	Less than the previous year, Different product mix sold in 2016 (i.e. more profitable)
<b>Gross Profit - Downtown</b>									
<b>Gross Profit</b>	<b>539,873</b>	<b>525,755</b>	<b>541,277</b>	<b>551,410</b>	<b>562,497</b>	<b>544,675</b>	<b>17,822</b>	<b>103%</b>	
<b>Gross Profit % - Downtown</b>	<b>27.5%</b>	<b>25.3%</b>	<b>25.0%</b>	<b>24.8%</b>	<b>25.3%</b>	<b>25.2%</b>	<b>0.2%</b>	<b>100.6%</b>	Met benchmark.
<b>Expenses - Downtown</b>									
Full Time Salaries	97,556	112,692	126,972	143,353	148,423	129,156	19,267	115%	Consistent with past reporting. The DT store's FT salaries are over pro-rata % expectations and PK store's FT salaries are less than pro-rata % expectations. 2016 FT salaries are higher than 2015 due to the addition of a PT admin support position 1/2 through the year in 2015.
Full Time Overtime	517	429	0	116	17	250	(233)	7%	
Part-time Salaries	32,045	38,661	37,720	38,817	42,031	37,600	4,431	112%	
Other Pay			26	0	0		0		
FICA/Medicare	10,806	11,375	12,417	13,686	14,844	13,533	1,311	110%	
PERA	9,338	10,901	11,750	17,364	27,502	13,269	14,233	207%	
HCSP	0	0	13	527	530	500	30	106%	
OPEB Expense	2,246	2,584	2,345	2,414	2,845	2,600	245	109%	
Employee Benefits	17,176	6,789	2,251	11,611	11,265	20,100	(8,835)	56%	
Workers Comp	3,166	3,282	2,677	3,056	5,769	4,768	1,001	121%	Actual premiums were higher than budgeted for 2016.
Office Supplies	0	48	103	0	383	50	333	765%	
Equip Supplies & Parts	0	17	79	0	151	50	101	302%	

**Liquor Stores  
Statement of Revenue & Expenses  
December YTD 2016**

Company	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Budget	2016 Actual - Budget Variance	2016 Actual As A % of Budget	Comment
Vehicle Supplies & Parts	0	0	0	0	0		0		
Vehicle Licenses, Taxes, Fees	0	0	0	0	0		0		
Buliding Supplies & Parts	324	7	1,042	78	88	300	(212)	29%	
Other Supplies & Parts	3,322	2,786	3,601	2,985	3,029	4,500	(1,471)	67%	
Fuel	0	0	0	0	0	0	0		
Uniforms & Clothing	261	0	0	432	252	300	(48)	84%	
Professional Services	6,636	3,092	4,448	2,188	2,855	4,500	(1,645)	63%	
IT Services	10,114	12,444	9,862	7,435	10,531	10,531	0	100%	
Electric	14,117	12,556	13,706	13,080	13,964	15,200	(1,236)	92%	
Natural Gas	1,231	2,258	2,476	1,911	1,860	4,000	(2,140)	47%	Mild winter and summer
Insurance	6,825	5,244	5,076	4,865	4,697	6,500	(1,803)	72%	City has experienced good claims experience
Outside Printing	123	879	159	202	194	325	(131)	60%	
Subscriptions & Dues	1,577	1,403	1,463	1,560	1,825	2,000	(175)	91%	
Training & Subsistance	138	75	0	115	772	1,450	(678)	53%	
Mileage Reimbursement	0	0	34	235	557	600	(43)	93%	
Advertising	980	1,857	3,569	4,703	5,198	3,900	1,298	133%	
Equipment Repair Service	5,080	6,474	8,173	5,184	3,397	7,950	(4,553)	43%	
Vehicle Repair Service	0	0	0	0	0		0		
Building Repair Service	230	0	0	0	95	1,000	(905)	10%	
Credit Card Fees	27,192	31,379	32,448	36,191	37,702	35,000	2,702	108%	Credit card fees increased as sales volume has increased. Also, underlying fees for various types of cards have also increased.
Building Rental	149,414	125,802	128,162	131,287	134,412	138,500	(4,088)	97%	Lease expires summer '16, then month-to-month
Programming Expense	4	19	0	0	0	500	(500)	0%	
Machinery & Equipment	0	10,535	0	1,634	0		0		
Furniture & Office Equipment			3,303	12,850	345		345		2015 includes costs for new security cameras
Other Construction Costs	0	0	0	0	0	0	0		
Depreciation	11,979	11,960	11,960	5,931	0	5,930	(5,930)	0%	No depreciation; equipment fully depreciated.
Other	275	396	200	200	0	500	(500)	0%	
<b>Total Expenses - Downtown</b>	<b>412,671</b>	<b>415,943</b>	<b>426,033</b>	<b>464,010</b>	<b>475,533</b>	<b>465,362</b>	<b>10,171</b>	<b>102%</b>	
<b>Revenues (Losses) Before Transfer</b>									
Revenue (Loss) B4 Trans - Downtown	127,203	109,812	115,244	87,400	86,964	79,313	7,651	110%	
<b>Revenues - Pilot Knob</b>									
Liquor Sales	747,712	758,697	768,942	743,403	781,178	758,177	23,001	103%	
Wine Sales	345,412	359,387	372,155	350,787	383,800	366,944	16,856	105%	
Beer Sales	1,277,544	1,259,089	1,270,084	1,232,978	1,291,443	1,252,303	39,140	103%	
Misc Taxable Sales	37,463	37,274	38,217	37,275	38,553	37,682	871	102%	

**Liquor Stores**  
**Statement of Revenue & Expenses**  
**December YTD 2016**

Company	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Budget	2016 Actual - Budget Variance	2016 Actual As A % of Budget	Comment
Misc Taxable Sales	29,106	26,249	25,717	26,071	28,852	25,357	3,495	114%	
Interest on Investments				3,548	4,773	2,335	2,438	204%	
Gain/Loss Invest Mkt Value	0	0	0	0	0		0		
Miscellaneous Revenuse			159	155	460	0	460		
Cash Over & Short	13	36	94	25	18		18		
<b>Total Revenues - Pilot Knob</b>	<b>2,437,252</b>	<b>2,440,731</b>	<b>2,475,368</b>	<b>2,394,242</b>	<b>2,529,076</b>	<b>2,442,798</b>	<b>86,278</b>	<b>104%</b>	<b>Pilot Knob store sales are \$135K more than the same time period in 2015. 195th street reconstruction project and the introduction of more warehouse style competition in the south metro negatively impacted sales in 2015.</b>
<b>Cost of Goods Sold - Pilot Knob</b>									
Cost of Goods Sold - Pilot Knob	1,873,737	1,823,289	1,845,248	1,797,841	1,878,227	1,830,347	47,880	103%	
<b>Gross Profit - Pilot Knob</b>									
<b>Gross Profit - PK</b>	<b>563,514</b>	<b>617,441</b>	<b>630,120</b>	<b>596,401</b>	<b>650,849</b>	<b>612,451</b>	<b>38,398</b>	<b>106%</b>	
Gross Profit % - PK	23.1%	25.3%	25.5%	24.9%	25.7%	25.1%	0.7%	102.6%	Met benchmark.
<b>Expenses - Pilot Knob</b>									
Full-time Salaries	105,927	104,566	99,493	103,658	104,749	129,156	(24,407)	81%	Below budget expectation. See DT store explanation
Full-time Overtime	298	21	0	15	0	250	(250)	0%	
Part-time Salaries	40,112	43,266	53,483	57,013	60,036	56,400	3,636	106%	
Other Pay				123	0		0		
FICA/Medicare	11,190	10,878	11,402	12,136	12,159	13,533	(1,374)	90%	
PERA	10,384	10,245	10,753	15,752	25,201	13,269	11,932	190%	
HCSP	910	915	920	445	455	500	(45)	91%	
OPEB Expense	2,246	2,584	2,345	2,414	2,845	2,600	245	109%	
Employee Benefits	17,392	21,197	18,728	10,553	10,538	20,100	(9,562)	52%	
Workers Comp	3,166	3,282	2,677	3,056	5,615	4,768	847	118%	Actual premiums higher than budgeted for 2016.
Office Supplies	0	48	0	0	320	50	270	641%	
Equip Supplies & Parts	9,093	295	0	0	0	50	(50)	0%	
Vehicle Licenses, Taxes, Fees	0	0	0	0	0		0		
Building Supplies & Parts	0	5	571	0	70	300	(230)	23%	
Other Supplies & Parts	4,082	2,850	3,463	3,084	2,800	3,750	(950)	75%	
Fuel	0	0	0	0	0		0		
Uniforms & Clothing	190	0	0	432	252	400	(148)	63%	
Professional Services	4,444	3,091	4,467	2,516	2,436	5,000	(2,564)	49%	
IT Services	10,114	12,444	9,912	7,435	10,530	10,530	0	100%	
Cell Phones	0	0	0	0	0		0		
Electric	13,486	14,326	14,478	13,293	13,809	15,500	(1,691)	89%	
Natural Gas	1,547	2,396	2,827	3,229	1,928	4,500	(2,572)	43%	Mild winter and summer

**Liquor Stores**  
**Statement of Revenue & Expenses**  
**December YTD 2016**

Company	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Budget	2016 Actual - Budget Variance	2016 Actual As A % of Budget	Comment
Insurance	6,825	6,765	7,075	6,825	6,272	6,500	(228)	96%	City has experienced good claims experience
Postage	0	0	0	0	0		0		
Outside Printing	123	409	257	202	83	325	(242)	25%	
Subscriptions & Dues	1,195	1,403	1,463	1,560	1,825		1,825		
Training & Subsistance	138	75	0	115	670	1,500	(830)	45%	
Mileage Reimbursement	7	0	34	235	740	600	140	123%	
Advertising	1,071	2,174	3,462	4,393	5,198	3,900	1,298	133%	
Equipment Repair Service	3,802	4,395	7,726	3,381	4,688	9,650	(4,962)	49%	
Building Repair Service	365	0	111	0	0	2,350	(2,350)	0%	
Credit Card Fees	36,422	37,906	40,111	41,652	44,651	40,000	4,651	112%	Sales increased 5.6% Credit card fees increased as sales volume has increased. Also, underlying fees for various types of cards have also increased.
Building Rental	115,758	117,285	117,443	117,523	117,077	120,365	(3,288)	97%	
Programming Expense	58	19	0	0	0	500	(500)	0%	
Machinery & Equipment				1,634	0	0	0		
Furniture & Office Equipment			4,302	8,233	550		550		2015 included costs for new security cameras.
Other Construction Costs	0	0	0	0	0		0		
Depreciation	8,678	8,670	4,299	0	0	0	0		No depreciation; equipment fully depreciated.
Other	153	345	200	200	0	500	(500)	0%	
<b>Total Expenses - Pilot Knob</b>	<b>409,174</b>	<b>411,857</b>	<b>421,999</b>	<b>421,108</b>	<b>435,498</b>	<b>466,846</b>	<b>(31,348)</b>	<b>93%</b>	
<b>Revenues (Losses) B4 Transfer</b>									
<b>Revenues (Losses) B4 Trans - Pilot K</b>	<b>154,340</b>	<b>205,585</b>	<b>208,121</b>	<b>175,293</b>	<b>215,351</b>	<b>145,605</b>	<b>69,746</b>	<b>148%</b>	<b>\$40K higher than 2015. Higher sales, no depr in 2016 offset by \$18.5K higher GASB 68 pension expense (state's inv disc rate was lowered, recorded in PERA line,). 2015 included costs for security upgrades.</b>
<b>Combined Inc (Loss) Before Transfers</b>									
<b>Combined Inc (Loss) B4 Transfers</b>	<b>281,543</b>	<b>315,396</b>	<b>323,365</b>	<b>262,693</b>	<b>302,315</b>	<b>224,918</b>	<b>77,397</b>	<b>134%</b>	
Profit (Loss) As A % of Sales	6.4%	7.0%	7.0%	5.7%	6.4%	4.9%	1.5%	130.4%	Approximates 6.5% benchmark.
<b>Operating Transfers</b>									
Operating Transfers - Out	90,008	70,000	70,016	91,504	204,113	93,040	111,073	219%	2016 includes admin transfer of \$53,040 and \$151,073 in community investment transfers. See operating transfers worksheet for more detail.



**Liquor Stores  
Statement of Revenue & Expenses  
December YTD 2016**

Company	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Budget	2016 Actual - Budget Variance	2016 Actual As A % of Budget	Comment
Net Increase (Decrease) in Assets	191,535	245,396	253,349	171,189	98,202	131,878	(33,676)	74%	There is a net decrease in assets which reflects the liquor stores investment in the community by paying for some of the costs associated with the following: TH-3 trail extension, ice arena's new Zamboni, security camera at Lake Julia, thermal imaging camera for the fire department. a new building inspections vehicle, the arena sound system and DT bike racks.

# Sewer, Solid Waste, Storm Water, Water & Street Lights December 2016 YTD Operating Report

Company	Actual 2015	Quarter 1 Actual 2016	Quarter 2 Actual 2016	Quarter 3 Actual 2016	Quarter 4 Actual 2016	Actual 2016	Budget 2016	Actual Budget Variance 2016	YTD Act as % of Bud 2016	Comment
<b>Sewer</b>										
Revenues (Sewer)	1,979,866	420,169	483,011	510,041	656,562	2,069,783	2,046,426	23,357	101%	New rates effective 1-1-16. Revenue increase, as a % increase, not as high as may have been expected, if consumption patterns had remained the same. Lower residential WAV in 2016, needed to adjust for one unusual residential bill, and an increase in the number of residential accounts at the minimum charge. Also, the city changed its residential sewer calculation to be the lower of WAV or actual while maintaining a 10,000 gallon minimum.
Expenses-(Sewer)	1,875,056	356,955	387,848	353,224	953,124	2,051,152	2,077,805	(26,653)	99%	
Revenues Over Expenses (Sewer)	104,809	63,213	95,163	156,817	(296,562)	18,631	(31,379)	50,010	-59%	
Transfers Out (Sewer)	311,164	79,187	79,187	79,187	79,187	316,747	312,997	3,750	101%	See detailed transfers worksheet.
Net Change in Fund Balance (Sewer)	(206,355)	(15,973)	15,976	77,630	(375,749)	(298,116)	(344,376)	46,260	87%	Sewer had a net operating loss of \$298,116. This was less than budgeted; operations were profitable (depreciation totaled \$597K). Big picture: Setting rates to cover depreciation is important because it helps ensure at a minimum the city recoups at least the original replacement cost of its sewer infrastructure which will be needed to pay for sewer replacements in the future. Financial projections will continue to be updated with actual results and projections revised, as needed. City will also need to factor in inflation.
<b>Solid Waste</b>										
Revenues (Solid Waste)	2,024,997	409,966	543,394	472,920	674,895	2,101,175	1,927,295	173,880	109%	Rates remain the same. Due to a billing error in Dec 2015 (wrong date used) 2016 includes an additional 2 weeks of solid waste revenue. Tonnage disposed of continues to increase; as the economy improves so does the amount of trash. 2015 rollofs totaled 220 tons, in 2016 rollofs totaled 255 tons. Modest increase in number of new customers. Also, 2016 includes \$22K related to trade-in/sale of assets as part of new truck purchase.
Expenses-(Solid Waste)	1,658,124	339,088	532,797	392,955	510,323	1,775,162	2,072,302	(297,140)	86%	2016 expenses more than 2015 primarily due to budgeted increases in tipping fees and increase in tonnage disposed. Mitigated by modifications to curbside recycling program which resulted in lower costs; no longer picking up electronics which can be recycled at Dakota County eco-site.
Revenues Over Expenses (Solid Waste)	366,873	70,878	10,597	79,966	164,572	326,013	(145,007)	471,020	-225%	
Transfers Out (Solid Waste)	119,227	32,149	32,149	32,149	32,149	128,595	128,235	360	100%	See detailed transfers worksheet.
Net Change in Fund Balance (Solid Waste)	247,646	38,729	(21,552)	47,817	132,423	197,418	(273,242)	470,660	-72%	
<b>Storm Water</b>										
Revenues (Storm Water)	677,248	134,717	162,342	163,432	194,176	654,666	641,396	13,270	102%	Rates remained the same. 2015 included \$30K of one time revenue related to storm water engineering work.
Expenses - (Storm Water)	731,445	20,093	28,662	52,182	434,044	534,982	637,676	(102,694)	84%	2015 included expenditures related to 195th street reconstruction project which were reimbursed through operating transfers in 2015
Revenues Over Expenses (Storm Water)	(54,198)	114,623	133,679	111,249	(239,868)	119,684	3,720	115,964	3,217%	
Transfers In (Storm Water)	248,030	0	0	0	0	0	0	0		
Transfers Out	337,313	85,628	85,628	85,628	85,628	342,511	342,511	0	100%	See detailed transfers worksheet.
Net Change in Fund Balance (Storm Water)	(143,481)	28,996	48,052	25,621	(325,496)	(222,827)	(338,791)	115,964	66%	
<b>Water</b>										
Revenues (Water)										
Water Availability Charges	65,260	12,550	31,375	23,845	16,315	84,085	80,000	4,085	105%	Correlates to building permit activity. Increased building permit activity in 2016 compared to 2015.
Net Interest Income	101,538	514	19,229	19,986	33,269	72,998	46,750	26,248	156%	After adjusting for the recording of premium/discount and net gain on investments in December 2015 in this fund, the 2016 investment earnings amounts appear reasonable. In 2016 the premium/discount was distributed across all funds proportionately.
Rental Income	197,974	77,246	43,134	41,029	43,134	204,543	194,000	10,543	105%	
Enterprise Sales	1,131,983	170,765	248,655	445,335	351,713	1,216,468	1,316,748	(100,280)	92%	Water Enterprise Sales analytical in 2016 Audit Workpapers. Note 2015 amount is net of MN Dept of Health fees. In 2016, rather than netting, those fees are tracked as a separate expense in contractual services below. 2016 revenues appear reasonable.
All Other Revenues	44,655	4,862	11,087	36,201	74,396	126,546	40,200	86,346	315%	3rd and 4th quarter include fees related to Trident/Legacy of Farmington development.
Total Revenues	1,541,411	265,936	353,481	566,396	518,827	1,704,640	1,677,698	26,942	102%	
Expenses-(Water)	1,337,621	90,970	151,616	172,419	944,205	1,359,211	1,523,282	(164,071)	89%	
Revenues Over Expenses (Water)	203,790	174,966	201,865	393,976	(425,378)	345,429	154,416	191,013	224%	
Transfers Out (Water)	611,629	109,035	109,035	109,035	109,035	436,140	436,140	0	100%	See detailed transfers worksheet.
Net Change in Fund Balance (Water)	(407,839)	65,931	92,830	284,941	(534,413)	(90,711)	(281,724)	191,013	32%	
<b>Streetlight</b>										
Revenues (Streetlight)	223,454	40,059	55,906	56,233	74,266	226,464	219,380	7,084	103%	Rates remained the same.
Expenses	173,212	48,180	44,378	43,660	152,707	288,925	222,100	66,825	130%	
Revenues Over Expenses (Street Light)	50,242	(8,121)	11,528	12,573	(78,441)	(62,461)	(2,720)	(59,741)	2,296%	



# City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** 2016/2017 City Council Priorities Update  
**DATE:** April 17, 2017

## **INTRODUCTION**

The city council established four priorities for 2016/2017 in June 2016. This memo shall serve as an update on the progress made to date on these priorities.

## **DISCUSSION**

The city council established four priorities for 2016/2017. These priorities include:

1. Financial-Continue to take steps to make Farmington a city of fiscal excellence.
2. Development-Support the expansion of residential, commercial and industrial properties.
3. Partnerships-Forge opportunities with existing and new partners.
4. Service Delivery-Endeavor to provide core government services at high quality levels.

These priorities are intentionally broad, high level goals that the city council believes will make Farmington an even stronger community.

City staff has been able to perform tasks over the past year that can be associated with these priorities. Some of the work that staff feels can be included in this update is listed below.

### **Financial**

1. Refinanced bonds that will save approximately \$1.6 million in future interest costs and reduce bond repayment timeline by four years.
2. Ended the 2016 budget year reaching the 40% fund balance goal.
3. Positive end to the 2016 budget year.
4. 2015 audit had an unqualified opinion.
5. Farmington Liquors had another profitable year and was able to donate over \$100,000 in 2016 to the community and our organizations.
6. Work on the 2030 Financial Plan continues and will be reviewed with the city council in April.

### **Development**

1. The Downtown Redevelopment Plan was completed and implementation has started including the Downtown Facade Improvement Grant Program, bike rack installation and an RFP was awarded to receive cost estimates for the Rambling River Center Plaza.
2. Approved the 2016 Seed/Genstar Final AUAR and Mitigation Plan Update. This clears the way for the first phase of development in this area which is anticipated in 2017.
3. Successful project work in Vermillion River Crossings with Hy-Vee approvals, This Little Piggy expansion along Highway 3 and a full shopping development at Tamarack Ridge. A number of new

businesses also opened in 2016 throughout the city.

4. Numerous inquiries on potential business opportunities occurring in Farmington.

### **Partnerships**

1. Held a joint meeting with the school board to discuss common issues.
2. Held a meeting with Dakota County and Dakota County CDA leadership to discuss housing and economic development issues in Farmington.
3. Discussions with Dakota County on the possible leasing of space in city hall and the long term plans for the Dakota County maintenance facility in Farmington.
4. Renewed the Orderly Annexation Agreement with Farmington and Castle Rock Township.
5. Continued positive working relationships with our elected officials on the Dakota County Board of Commissioners and ISD 192 School Board.
6. In 2016 the city council approved a new TIF district for the Legacy of Farmington senior housing development. In early 2017 you approved a contract with the Legacy of Farmington for the temporary lease of space in city hall which will serve as their leasing office prior to the anticipated opening in August 2017.

### **Service Delivery**

1. Flagstaff Avenue snow fence experiment winter 2016/2017.
2. Additional funds budgeted for snow removal for winter 2016/2017.
3. New and improved methods for online utility billing payments.
4. New website launched to make access to city information easier.
5. Building inspections staff addition to handle the continued increasing number of permit/inspection requests.

### **BUDGET IMPACT**

NA

### **ACTION REQUESTED**

Ask any questions you may have on the work being done towards the four priorities set by the city council for 2016/2017.

### **ATTACHMENTS:**

Type	Description
❑ Backup Material	2016/2017 Priorities
❑ Backup Material	Previous Updates

**CITY OF FARMINGTON**  
**CITY COUNCIL PRIORITIES 2016/2017**



The Farmington City Council has established the following priorities that are in the best long term interest of the city.

1. Financial-Continue to take the steps to make Farmington a city of fiscal excellence.
2. Development- Support the expansion of residential, commercial and industrial properties.
3. Partnerships-Forge opportunities with existing and new partners.
4. Service Delivery-Endeavor to provide core government services at high quality levels.



## City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** 2016/2017 City Council Priorities Update  
**DATE:** August 1, 2016

### INTRODUCTION

The city council established four priorities for 2016/2017 at their meeting on June X, 2016. This memo shall update the progress made to date on these priorities.

### DISCUSSION

The city council has established four priorities for 2016/2017. These priorities include:

1. Financial-Continue to take steps to make Farmington a city of fiscal excellence.
2. Development-Support the expansion of residential, commercial and industrial properties.
3. Partnerships-Forge opportunities with existing and new partners.
4. Service Delivery-Endeavor to provide core government services at high quality levels.

These priorities are intentionally broad, high level goals that the city council believes will make Farmington an even stronger community.

City staff has been able to perform some tasks over the past few months that can be associated with these priorities. Some of the work that staff feels can be included in this update is listed below.

#### **Financial**

1. Finance staff continues to work with our financial advisors on bond refinancing options for this fall.

#### **Development**

1. The city council is close to making a decision on the future location of the downtown liquor store.
2. The city council has placed two questions on the November 2016 General Election ballot for recreational facility improvements.
3. The city recently completed the Downtown Redevelopment Plan. Implementation of the plan is underway including discussions on budgetary impacts of items.

#### **Partnerships**

1. The city council held a joint meeting with the school board to share information and discuss issues of relative importance on July 18, 2016.
2. The city is in discussions with Dakota County about possible use of available space in city hall.

#### **Service Delivery**

1. The city council has included additional dollars in the preliminary 2017 budget to address snow removal issues on Flagstaff Avenue and other city streets.

This is your first update of work completed in relation to the 2016/2017 city council priorities. Additional updates will be provided every few months as work is completed towards the four priorities.

### BUDGET IMPACT

NA

### ACTION REQUESTED

Ask any questions you have on the work being done to work towards the four priorities set by the city council for 2016/2017.

### ATTACHMENTS:

Type	Description
□ Backup Material	2016/2017 City Council Priorities







## City of Farmington

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**TO:** Mayor, Councilmembers and City Administrator  
**FROM:** David McKnight, City Administrator  
**SUBJECT:** 2016/2017 City Council Priorities Update  
**DATE:** December 19, 2016

### INTRODUCTION

In June of this year the city council established for priorities for 2016/2017. This memo and presentation shall update the progress made to date on these priorities.

### DISCUSSION

The city council established four priorities for 2016/2017. These priorities include:

1. Financial-Continue to take the steps necessary to make Farmington a city of fiscal excellence.
2. Development-Support the expansion of residential, commercial and industrial properties.
3. Partnerships-Forge opportunities with existing and new partners.
4. Service Delivery-Endeavor to provide core government services at high quality levels.

These priorities are intentionally broad, high level goals that the city council believes will make Farmington an even stronger community.

City staff has been able to perform some tasks over the past few months that can be associated with these priorities. Some of the work that staff feels can be included in this update is listed below.

#### **Financial**

1. The city council approved bond refinancing in November 2016 that will save approximately \$1.6 million in interest costs to residents and reduced the bond repayment schedule by up to four years on some bonds. In addition, earlier this year we retired two different bonds.
2. City staff projects that the General Fund will reach the 40% balance at the end of 2016.
3. The city was able to make some purchases in 2016 that were scheduled in 2017 due to the health of the General Fund and the status of the 2016 budget.
4. Farmington Liquors continue to perform exceptionally well and had enough community/organization dollars to donate almost \$100,000 in 2016. This puts the amount of dollars that have been invested back in to the community and our organization at over \$1.1 million since 2005.
5. The city was able to reduce the proposed 2017 tax levy from the preliminary 2017 tax levy
6. An unqualified audit opinion for the 2015 audit.

#### **Development**

1. The city worked with Hy-Vee to get a preliminary plat, conditional use permit and business subsidy agreement approved for their development. Hy-Vee has purchased the land in Vermillion River Crossings and we await their plans and schedule for development. Interest in the three remaining parcels in this location has increased.
2. Approved a new TIF district and construction has started on the Legacy of Farmington senior housing project.
3. City staff anticipates two new residential plats being submitted in 2017
4. The Tamarack Ridge development is full for the first time in history with the addition of Dollar and Up and the Bourbon Butcher.
5. This Little Piggy has started work on the expansion of its business along Highway 3.

#### **Partnerships**

1. Negotiating with Dakota County about possible use of space in city hall.
2. Strong relationship with Dakota County Commissioner Mike Slavik.
3. Continued strong partnership with ISD 192 at the elected and appointed levels.
4. Graciously working with the City of Lakeville for fire marshal services.
5. Last week held a meeting with the leadership of Dakota County and the Dakota County Community Development Agency to discuss the work that these agencies and the city can/are doing in the areas of affordable housing and community development.

#### **Service Delivery**

1. Flagstaff Avenue snow fence project is an example of the city trying new/old methods to improve issues and an example of the city council listening to the concerns of residents.
2. City staff work on the 2016 General Election enabled 11,545 residents to vote in November. The early voting options significantly increased the number of people voting prior to election day but staff from Finance, Community Development, Engineering, Administration and more stepped out to assist in this process. A great example of the teamwork that helped this process succeed.
3. Our new website was launched in the last quarter making it easier to find information on city activities.
4. In January we will be updating the online payment methods on our website in order to make it easier to pay your city bill online.
5. Staff expansions in Community Development, Building Inspections and Finance in 2016 to address emphasis the city council has placed on commercial/industrial expansion and to work with the continued growth that Farmington is seeing.



Work on all of these priorities will continue into 2017.

**BUDGET IMPACT**

NA

**ACTION REQUESTED**

Ask any questions you have on the work being performed to move your priorities forward for 2016/2017.

**ATTACHMENTS:**

	Type	Description
□	<a href="#">Backup Material</a>	2016/2017 Priorities