

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – **5:00 P.M.**

Monday, August 28, 2017

Madison Municipal Building

1. CALL THE REGULAR MEETING TO ORDER

Mayor Thole will call the meeting to order.

2. APPROVE AGENDA

Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order. (Council)

3. APPROVE MINUTES

Page 1

A copy of the minutes of the August 14, 2017 regular meeting are enclosed. A MOTION is in order. (Council)

4. PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS (public/mayor/council)

Members of the audience wishing to address the Council with regard to an agenda item, presentation of a petition, utility customer hearing, or a general communication should be recognized at this time. A MOTION may be in order (Public/Council)

5. CONSENT AGENDA

- | | |
|---|---------|
| A. 2016 Investment Report – Fire Relief Association - receive | Page 5 |
| B. LqP Airport Commission Meeting – August 16, 2017 - receive | Page 9 |
| C. Swimming pool Attendance – August 2017 – receive | Page 14 |

A MOTION may be in order to accept the reports and/or authorize the actions requested. (Council)

6. UNFINISHED AND NEW BUSINESS

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- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)

- B. Engineer Update. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- C. Western MN Prairie Waters – Melissa Streich. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- D. Resolution 17-12-01. Updated Fee Schedule. A DISCUSSION and MOTION may be in order. (Manager, Council)

- E. Madison Ambulance. A DISCUSSION may be in order. (Manager, Council)
- F. Public Works Coordinator Report. A DISCUSSION and MOTION may be in order. (Manager, Council) Page 26
- G. Salvation Army Heat Share Program. A DISCUSSION and MOTION may be in order. (Manager, Council)
- H. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- Bright Energy Solutions/Power Wise Elementary Program Page 31
- SWWC – 2018 Renewal Information Page 36

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

- Video Committee Report – Maynard
- Airport Commission Report - Adam

9. AUDITING CLAIMS

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A copy of the Schedule Payment Report of bills submitted August 14, 2017 through August 28, 2017 is attached for approval for Check No. 55142 through Check No. 55194. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
AUGUST 14, 2017**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, August 14, 2017, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Kathleen Weber.

AGENDA

Upon motion by Volk, seconded by Meyer and carried, the Agenda was approved as amended. Additions to the agenda include Madison Fire Relief Association 2017 Schedule Form for Lump Sum Pension Plan, Bellingham Fire Department Bingo Application, and revised J. F. Jacobson Park sign design. All agenda items are hereby placed on the table for discussion.

MINUTES

Upon motion by Meyer, seconded by Conroy and carried, minutes of the July 24, 2017, meeting were approved as presented. Council acknowledged receipt of the revised July 10, 2017, meeting minutes as previously approved.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None.

CONSENT AGENDA

Upon motion by Meyer, seconded by Zahrbock and carried, the Consent Agenda was approved as presented. Acknowledged on the Consent Agenda were Applications to Conduct Excluded Bingo from the Madison Fire Department during the LqP County Fair in September and Basket Bingo in December, as well as from the Bellingham Fire Department during the LqP County Fair.

CITY ENGINEER'S REPORT

Sealcoat Project: City Engineer Phil DeSchepper informed Council that the crack filling portion of the sealcoat project has been complete, and that the patching crew should be completed by Wednesday of this week. He has not yet received a date as to when the sealcoating will be done. This information will be publicized as soon as known.

Highway 40 East Detention Pond: Councilmember Volk asked whether the detention pond on Highway 40 East has been dredged. Mayor Thole noted that the project is half done. City Manager Halvorson indicated that she has asked for updated quotes from Monnens Excavating and Wollschlager Excavating but hasn't received either.

CITY COUNCIL CHECKLIST

City Council reviewed the City Council Checklist. Councilmember Meyer asked about the status of the vacant lots adjacent to the Grand Theatre. City Manager Halvorson indicated that the City should hold off on land acquisition until the Madison Arts Council knows the outcome of their Southwest Minnesota Arts Council grant application.

PURCHASE OF NON-CONFORMING PROPERTY

Upon motion by Conroy, seconded by Zahrbock and carried, Council accepted the deed to the former Brehmer property in Block 48 with a purchase price of \$100 plus fees. City Attorney Stulz noted that this property was forfeited to the State and is considered non-conforming due to its proximity to State Highway 40.

AUTHORIZING SIGNATURES

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 17-29** titled “Resolution Authorizing Signatures, Including Facsimile Signatures, for Banking and Investment Services on Behalf of the City of Madison” was adopted. This resolution acknowledges the resignation of Gene Koosmann as City Treasurer effective August 31, 2017, authorizes the signature (facsimile or otherwise) of the Mayor, City Clerk, and Deputy Clerk/Treasurer on all city checks, and authorizes the Deputy Clerk/Treasurer as signer on all checks, bank, and investment documents. A complete copy of Resolution 17-29 is contained in City Clerk’s Book #8.

Councilmember Conroy asked whether the City would utilize the services of Ehlers & Associates for future investments. City Manager Halvorson noted that, after reviewing investments and current broker services with City Treasurer Koosmann, she is recommending that the City hold off making that decision at this point.

FUND TRANSFERS AND CLOSEOUT

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 17-30** titled “Resolution for Permanent Transfer and Closing Fund No. 305 – 1998 Storm Sewer Debt Service Fund and Fund No. 403 – Water Tower Rehab Project Fund Effective August 14, 2017” was adopted. This resolution would provide for the transfer of any cash balances in Fund #305 and Fund #403, as listed above, to the new \$1,485,000 GO Refunding & Water Revenue Bonds 2016A debt service fund. A complete copy of Resolution 17-30 is contained in City Clerk’s Book #8.

FUND TRANSFERS

Upon motion by Volk, seconded by Thole and carried, **RESOLUTION 17-31** titled “Fund Transfer Adjustment Effective August 14, 2017” was adopted. This resolution would provide for transfers as budgeted and/or approved for the new park shelter, infrastructure project debt service, storm sewer debt service, Block 48 expenses, and new ambulance. A complete copy of Resolution 17-31 is contained in City Clerk’s Book#8.

SMALL CITIES DEVELOPMENT GRANT DOCUMENTS

City Manager Halvorson informed Council that the Department of Employment and Economic Development had sent out the wrong paperwork for the environmental portion of the grant issuance process. For this reason, the environmental certification steps will need to be redone. After further discussion, upon motion by Zahrbock, seconded by Meyer and carried, Council authorized Mayor Thole to execute the Certificate of Categorical Exclusion Environmental Activities for SCDP Funded Projects and the Request for Release of Funds and Certification once requirements are met.

2018 FUNDING REQUESTS

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved the following 2018 funding requests: Southwest Initiative Foundation in the amount of \$1,250 and Prairie Five Rides Program in the amount of \$9,700.

MADISON FIRE RELIEF ASSOCIATION PENSION PLAN

Upon motion by Zahrbock, seconded by Volk and carried, Council acknowledged receipt of the Madison Fire Relief Association's 2017 Schedule Form for Lump-Sum Pension Plans (SC-17). It was noted that there will be no municipal contribution required in the 2018 budget.

J. F. JACOBSON SIGN & RESTROOM

Councilmember Conroy presented Council with a revised plan for a new sign at J. F. Jacobson Park and informed them that the Chamber of Commerce has funds available for signs that can be used for this project. Councilmember Meyer noted that Council approved the installation of a new sign at the Kiwanis Park and felt that the City should purchase both signs rather than the Chamber of Commerce. Council approved.

Council discussed the condition of the restroom/shower at J. F. Jacobson Park which is used by park visitors and campers. It was noted that it needs to be updated and requested that this be included on the City Council Checklist. City Manager Halvorson informed Council the Upper MN Valley Regional Development Commission in Appleton has a hedgehog fund that could be utilized for planning and application for a DNR grant for a park project.

CITY MANAGER'S REPORT

Group Health Insurance: City Manager Halvorson informed Council that she and Angie Amland will be attending the Southwest/West Central Services Cooperative annual membership meeting on August 24, 2017, in Redwood Falls. Information regarding the group health insurance premiums for 2018 will be given out at this meeting.

EDA Meeting: Council was informed that the regular September meeting of the EDA will be rescheduled due to the Labor Day holiday.

League of MN Cities Magazine: City Manager Halvorson pointed out an article titled "Small city engagement" in the July/August 2017 issue of the League of MN Cities in which Cheri Tuckett is interviewed about the City's Facebook page and her efforts in marketing the City of Madison. Council commended Ms. Tuckett for a job well done. Councilmember Conroy noted that the City's Memorial Bench Program is mentioned in this article, and he wondered whether the City could utilize a similar program for downtown flower pots once enough benches are in place.

2018 Budget: Halvorson noted that she is working on the 2018 preliminary budget, so Mayor and Council should let her know if they have any thoughts, ideas, or questions relating to the budget. She noted that the Park Board will be meeting in September.

MAYOR/COUNCIL REPORTS

None.

DISBURSEMENTS

Upon motion by Volk, seconded by Meyer and carried, Council approved disbursements for bills submitted between July 25 and August 14, 2017. These disbursements include United Prairie Check Nos. 55017-55118.

There being no further business, meeting adjourned at 5:55 p.m.

Greg Thole – Mayor

ATTEST:

Kathleen Weber – City Clerk

Kathy Weber

From: Michael Johnson <Michael.Johnson@osa.state.mn.us>
Sent: Monday, August 14, 2017 3:55 PM
To: gchans6@mchsi.com
Cc: kathyw@ci.madison.mn.us; bjornjeld@danacole.com; bthomson_3@hotmail.com; d_r_t_@hotmail.com
Subject: Madison Fire Relief Association
Attachments: 2016 Investment Report Card Cover Sheet.pdf; Madison 2016 Report Card.pdf

Dear Mr. Hansen,

Attached is a copy of the 2016 Investment Report Card for the Madison Fire Relief Association. The 2016 Investment Report Card is provided for informational purposes to help assess the relief association's short-term and long-term investment performance.

If you have questions, please contact me at (651) 282-5430 or by email at michael.johnson@osa.state.mn.us. Items can be faxed to (651) 282-5298 if desired.

Sincerely,

Michael Johnson
Pension Analyst
Office of the State Auditor

The Office of the State Auditor does not provide legal or investment advice. If you need legal or investment advice, consult with your attorney or investment advisor.

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REBECCA OTTO
STATE AUDITOR

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(651) 296-2551 (Voice)
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state.auditor@osa.state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

Investment Report Card

Madison Fire Relief Association
For the Year Ended December 31, 2016

Rates of Return

One-Year	10.12%
Three-Year	6.80%
Five-Year	11.38%
Ten-Year	5.97%
Fifteen-Year	5.84%
Custom Benchmark (One-Year)	10.03%

Asset Allocations

	Domestic Stock	International Stock	Bonds	Cash	Other
As of 01/01/16	75.98%		11.52%	12.50%	
As of 12/31/16	76.76%		11.43%	11.81%	

Benchmark Information

2016 Index Returns		Voluntary Statewide Plan
Russell 3000 (Domestic Stock)	12.74%	2016 State Board of Investment Returns
MSCI ACWI ex. U.S. (International Stock)	4.50%	SBI Bond Fund
Barclays Capital Aggregate (Bonds)	2.65%	SBI U.S. Stock Index Fund
90-Day U.S. Treasury Bill (Cash)	0.33%	SBI U.S. Stock Actively Managed Fund
Russell 3000 (Other)	12.74%	SBI Balanced Fund
		SBI Broad International Fund
		SBI Money Market Account
		6.99%
		3.58%
		12.75%
		10.50%
		9.08%
		2.65%
		0.56%

This Investment Report Card is provided for informational purposes and should not be construed as containing investment or legal advice, and its contents are subject to revision.



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Volunteer Fire Relief Association Investment Report Card

The Office of the State Auditor is providing the attached “Investment Report Card” as an educational tool for your relief association. The report card provides one-year and multi-year rates of return calculated for your relief association, as well as a custom benchmark rate of return. The custom benchmark rate of return can be used to measure your relief association’s actual investment performance for 2016 against market returns. This cover document provides information to help your relief association understand its individualized report card. It does not contain investment or legal advice and should not be relied upon in lieu of investment or legal advice.

Rates of Return

The one-year rate of return is the return calculated based on your relief association’s Special Fund investments for calendar year 2016. The three-year, five-year, ten-year, and fifteen-year rates of return are also provided, which show the average annual returns for the respective periods.

Custom Benchmark: The custom benchmark rate of return shows what your relief association could have earned had it invested its assets passively for the entire year. A passive investment strategy is more commonly called indexing. Indexing is an investment management approach that seeks to replicate the rates of return of a particular benchmark or index. The management style is considered passive because portfolio managers do not make decisions about which securities to buy and sell. Instead, managers simply copy the index by purchasing the same securities included in a particular stock or bond market index. Index funds are widely available for stocks and bonds (e.g., Russell 3000, Barclays Capital Aggregate). For cash, a relief association could invest in a money market fund or shop for the highest returning certificate of deposit.

The benchmark return is calculated for your relief association by multiplying your association’s asset class proportions by the rate of return earned on a common benchmark index for each asset class. If your relief association changed investment strategies during the year, the calculated benchmark return does not reflect the changes.

Benchmark Calculation Example:

January 1, 2016 Asset Allocation		Benchmark	Return	(a) x (b)
	(a)		(b)	(c)
Domestic Stock	41.40%	Russell 3000	12.74%	5.27%
International Stock	10.08%	MSCI ACWI ex. U.S.	4.50%	0.45%
Bonds	24.96%	Barclays Capital Aggregate	2.65%	0.66%
Cash	18.54%	90-Day U.S. T-Bill	0.33%	0.06%
Other	5.02%	Russell 3000	12.74%	0.64%
Benchmark Return			Sum (c) =	7.08%

Asset Allocation

The beginning of year and end of year asset allocations show the percentage of your relief association's portfolio that was invested in various asset classes. By diversifying an asset base, the goal is to create a favorable risk/reward ratio for the portfolio. When returns for one asset class decline, the expectation is that returns for another asset class will increase, offsetting the loss. The "other" asset class includes all investments besides cash, stocks, and bonds, including small allocations to this class within mutual funds.

Benchmark Information

Rates of return are provided for each index used to calculate your relief association's custom benchmark rate of return. Rates of return for the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan and State Board of Investment accounts are also provided for reference purposes.

2016 Index Returns: The benchmark indices used to calculate your relief association's custom benchmark rate of return are provided in the Benchmark Information section of the attached report card, along with the rate of return for each respective index.

- **Russell 3000 Index** – A performance measure of the overall U.S. stock market. This index includes the 3000 largest publicly traded U.S. companies.
- **MSCI ACWI ex. U.S. Index** – A performance measure of international stocks, including developed markets and emerging markets. This index does not include the U.S. stock market's performance.
- **Barclays Capital Aggregate U.S. Index** – A performance measure of the U.S. investment grade bond market, including corporate and government bonds.
- **90-Day U.S. T-Bill** – A performance measure of short term cash investments.

2016 State Board of Investment Returns: Relief associations are authorized to invest assets in the State Board of Investment (SBI) Supplemental Investment Fund. There are six investment accounts, or investment options, within the Supplemental Investment Fund that are available for relief association investment. It is not the intent of the SBI to advise relief associations regarding their choice among accounts. Relief associations may wish to consult an investment advisor for guidance. The SBI Returns section of the attached report card provides the rates of return for the six SBI accounts. The SBI rates of return serve as a good benchmark for your relief association, showing returns that were available during 2016. The six accounts are listed below.

- **Bond Fund** – Bonds
- **U.S. Stock Index Fund** – Domestic Stock (Passively Managed)
- **U.S. Stock Actively Managed Fund** – Domestic Stock (Actively Managed)
- **Balanced Fund** – Balanced
- **Broad International Fund** – International Stock
- **Money Market Account** – Cash

LAC QUI PARLE COUNTY AIRPORT COMMISSION

Regular Meeting

Wednesday, August 16, 2017

@ the Airport

The meeting of the Lac qui Parle County Airport Commission was called to order by Chair Jeff Olson at 8:33 a.m. on Wednesday, April 16, 2017.

Members present: Commissioners Jeff Olson, Mike Dahle, Adam Conroy, Roy Marihart and Sidney Johnson. Also present: Gary Omland, KleinInsurance and Eric Hansen, HDR, Inc.

Chair Olson opened the meeting.

APPROVE AGENDA

A motion by Conroy, seconded by Marihart, to adopt the agenda as amended. All ayes. Carried.

APPROVE MINUTES

On motion by Johnson, seconded by Conroy to approve the LQP Airport Regular Meeting Minutes of April 19, 2017. All ayes. Carried.

AUDIT CLAIMS

A motion was made by Johnson, seconded by Marihart, to approve the checks/bills from April 19, 2017 through August 16, 2017 – Check No. 3144 – 3155. All ayes. Carried.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

UNFINISHED & NEW BUSINESS

- A. Gary Omland from KleinInsurance discussed liability insurance. Motion was made by Conroy and seconded by Marihart to not waive statutory limits. All ayes. Carried.
- B. Discussion of FAA Funding & State Funding for loader. Motion was made by Marihart and seconded by Johnson to approve resolution. All ayes. Carried.
- C. Discussion on 2016 audit. Motion was made by Conroy and seconded by Dahle to accept the audit.
- D. Budget for 2017. Motion was made by Johnson and seconded by Marihart to approve the 2017 Budget. All ayes. Carried.
- E. Motion was made to approve Resolution for M & O Grant by Johnson and seconded by Conroy. All Ayes. Carried.
- F. Fly-In was discussed – September 17, 2017. Breakfast – Kiwanis.
- G. Next regular meeting is scheduled for December 20, 2017.
- H. Discussion on a courtesy car was held and tabled.

ADJOURNMENT

A motion was made by Marihart, seconded by Conroy, to adjourn the meeting at 8:50a.m. All ayes. Carried.

Jeff Olson, Chair

**LAC QUI PARLE COUNTY AIRPORT COMMISSION
AGENDA AND NOTICE OF MEETING**

**Regular Meeting
Wednesday, August 16, 2017 – 8:30 a.m.
@ The Airport**

1. CALL THE MEETING TO ORDER

Commission Chair Olson will call the meeting to order.

2. APPROVE AGENDA

Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order.

3. APPROVE MINUTES

A copy of the minutes of the April 19, 2017 Regular meeting is enclosed. A MOTION is in order.

4. AUDIT CLAIMS

A copy of the Scheduled Payment Report of bills submitted April 19, 2017 through August 16, 2017 is attached for approval for Check No. 3144 through Check No. 3155. A MOTION is in order.

5. UNFINISHED AND NEW BUSINESS

- A. Gary Omland – KleinInsurance – waiver, motion
- B. Discussion on FAA Funding & State Funding – loader – approve resolution, motion
- C. Audit for 2016 done, motion
- D. Budget for 2017 – motion
- E. M & O Resolution - motion
- F. Fly In – September 17, 2017; Breakfast - Kiwanis
- G. Next regular meeting is scheduled for December 20, 2017
- H. Other

6. ADJOURNMENT

LAC QUI PARLE COUNTY AIRPORT COMMISSION

**Regular Meeting
Wednesday, April 19, 2017
@ the Airport**

The meeting of the Lac qui Parle County Airport Commission was called to order by Vice-Chair Mike Dahle at 8:35 a.m. on Wednesday, April 19, 2017.

Members present: Commissioners Mike Dahle, Adam Conroy, Roy Marihart and Sidney Johnson.

Vice-Chair Dahle opened the meeting.

APPROVE AGENDA

A motion by Johnson, seconded by Marihart, to adopt the agenda as amended. All ayes. Carried.

APPROVE MINUTES

On motion by Conroy, seconded by Marihart to approve the LQP Airport Regular Meeting Minutes of December 21, 2016. All ayes. Carried.

AUDIT CLAIMS

A motion was made by Johnson, seconded by Conroy, to approve the checks/bills from December 21, 2016 through April 19, 2017 – Check No. 3131 – 3144. All ayes. Carried.

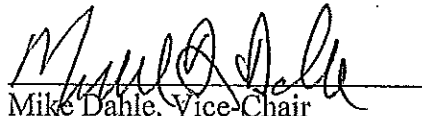
PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

UNFINISHED & NEW BUSINESS

- A. Discussion on overlay with local share being \$6,475
- B. Discussion of FAA Funding & State Funding - loader
- C. County/City Aid 2017 discussion was held. Invoice for \$7,000 will be mailed out.
- D. Budget for 2017. Tabled until next meeting.
- E. Next regular meeting is scheduled for August 16, 2017.

ADJOURNMENT

A motion was made by Conroy, seconded by Marihart, to adjourn the meeting at 9:00a.m. All ayes. Carried.


Mike Dahle, Vice-Chair

Airport checkbook

Date:	Check #	Name	Check Amount	Deposit Amount	Notes	Running Balance
04/18/17	3144	MN Dept of Labor & Industr	10.00		Boiler pressure registration	54,688.22
04/18/17		Brad Anderson		150.00	Hangar rent	54,838.22
05/08/17	3145	Lac qui Parle Treasurer	4,110.00		RE Taxes	50,728.22
03/25/17		MV Coop	136.91		other bldg electricity	50,591.31
03/25/17		MV Coop	197.39		electricity	50,393.92
04/25/17		MV Coop	173.85		other bldg electricity	50,220.07
04/25/17		MV Coop	207.38		electricity	50,012.69
05/25/17		MV Coop	70.47		other bldg electricity	49,942.22
05/25/17		MV Coop	188.12		electricity	49,754.10
05/18/17		League of MN Cities		425.93	insurance pmt for damages	50,180.03
06/07/17		Brian Lee		47.25	gas	50,227.28
06/07/17		Brian Lee		78.75	gas	50,306.03
06/07/17		Bill Croatt		450.00	land rent	50,756.03
06/07/17		Mike Croatt		1,650.00	land rent	52,406.03
06/07/17		Lac qui Parle Treasurer		7,000.00	annual aid	59,406.03
06/07/17		City of Madison		7,000.00	annual aid	66,406.03
06/07/17	3146	Hallbrite	237.68		Lamp and lens	66,168.35
06/07/17	3147	Hardware Hank	4.26		Hose	66,164.09
06/19/17		Dan Jibben		3,830.00	land rent	69,994.09
06/19/17	3148	Lqp Coop	23.00		gas	69,971.09
06/25/17		MV Coop	44.87		other bldg electricity	69,926.22
06/25/17		MV Coop	191.66		electricity	69,734.56
06/21/17		Rick Wollschlager		2,685.00	land rent	72,419.56
06/30/17	3149	Mike Dahle	3,600.00		Apr May June Maintenance	68,819.56
05/24/17		State of MN		1,911.19	payment for rest of runway	70,730.75
07/11/17	3150	Lqp Coop	23.50		gas	70,707.25
07/11/17	3151	Meulebroeck, Taubert	2,432.16		audit 2016	68,275.09
07/11/17		Brad Anderson		300.00	Hangar rent	68,575.09
07/17/17		State of MN		1,165.65	Maintenance	69,740.74
07/20/17	3152	LqP Fairboard	25.00		Donation	69,715.74
07/25/17	3153	Midland Door Solutions	737.00		Lift cable and labor	68,978.74
07/25/17		MV Coop	38.90		other bldg electricity	68,939.84
07/25/17		MV Coop	189.79		electricity	68,750.05
08/03/17	3154	Rick Strega	60.00		welding& reinforce hangar door	68,690.05
08/14/17	3155	Olson Sanitation	46.97		garbage disposal	68,643.08
08/14/17		Stephen Olson		76.50	gas sold	68,719.58

LAC QUI PARLE COUNTY AIRPORT

	BUDGET 2015	ACTUAL 2015	BUDGET 2016	ACTUAL 2016	BUDGET 2017	ACTUAL 2017
Operating Revenues						
Charges for Sales & Services	200.00	0.00	0.00	0.00	0.00	0.00
Gasoline Sales	5,000.00	3,407.15	3,500.00	2,450.35	2,500.00	126.00
Rental: Hangars	1,500.00	1,200.00	3,000.00	2,525.00	2,500.00	1,800.00
Shop	0.00	0.00	0.00	0.00	0.00	0.00
Land	15,000.00	15,130.00	15,000.00	15,130.00	15,000.00	8,615.00
Total Operating Revenues	\$ 21,700.00	\$ 19,737.15	\$ 21,500.00	\$ 20,105.35	\$ 20,000.00	\$ 10,541.00
Operating Expenses						
Maintenance	\$ 18,000.00	\$ 14,400.00	\$ 18,000.00	\$ 14,400.00	\$ 18,000.00	\$ 7,200.00
Contract Payments-Cleaning	0.00	72.00	0.00	0.00	0.00	0.00
Contract Payment- Mowing	0.00	0.00	0.00	0.00	0.00	0.00
Aviation Gas	5,000.00	7,140.00	5,000.00	0.00	2,500.00	0.00
Telephone and Postage	200.00	110.00	100.00	10.26	100.00	0.00
Administrative Services	1,200.00	1,052.00	1,200.00	1,209.70	1,200.00	0.00
Professional Fees	3,000.00	5,800.00	3,000.00	2,900.00	3,000.00	0.00
Property Insurance	18,000.00	16,928.00	18,000.00	16,083.00	18,000.00	0.00
Utility Expense(Elec,LP)	3,000.00	2,477.44	3,000.00	2,422.65	3,000.00	1,260.98
Repairs	3,000.00	8,040.74	3,000.00	4,110.29	3,000.00	2,035.68
Diesel/gas	1,500.00	522.77	1,000.00	4,119.99	1,000.00	433.00
Equipment Rent	0.00	0.00	0.00	240.00	0.00	0.00
Depreciation	16,900.00	16,900.00	16,900.00	0.00	16,900.00	0.00
Dues and Subscriptions	200.00	150.00	200.00	150.00	200.00	150.00
Licenses and Taxes	4,000.00	4,200.00	4,200.00	4,170.00	4,200.00	4,120.00
Architect Fee	0.00	0.00	0.00	0.00	0.00	0.00
Supplies	500.00	446.03	500.00	367.27	500.00	9.06
Miscellaneous(FlyIn)	150.00	98.00	150.00	0.00	150.00	0.00
Capital Outlay	0.00	0.00	12,000.00	16,132.65	12,000.00	(7,369.00)
Total Operating Expenses	\$ 74,650.00	\$ 78,336.98	\$ 86,250.00	\$ 66,315.81	\$ 83,750.00	\$ 7,829.72
Operating Income Loss	-\$52,950.00	-\$58,599.83	-\$64,750.00	-\$46,210.46	-\$63,750.00	\$2,711.28
Nonoperating Revenue						
Intergovernmental						
County Aid	\$ 7,000.00	7,000.00	\$ 7,000.00	7,000.00	\$ 7,000.00	7,000.00
City Aid Madison	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
State Aid	20,000.00	19,375.34	20,000.00	24,630.00	24,000.00	23,464.35
Interest	0.00	0.00	0.00	0.00	0.00	0.00
Patronage Dividends	1,000.00	5,102.51	2,000.00	7,957.63	2,000.00	182.21
Refunds and Reimbursements	0.00	0.00	0.00	0.00	0.00	425.93
Total Nonoperating Revenues	\$ 35,000.00	\$ 38,477.85	\$ 36,000.00	\$ 46,587.63	\$ 40,000.00	\$ 38,072.49
Total Revenues	\$ 56,700.00	\$ 58,215.00	\$ 57,500.00	\$ 66,692.98	\$ 60,000.00	\$ 48,613.49
Total Expenses	\$ 74,650.00	\$ 78,336.98	\$ 86,250.00	\$ 66,315.81	\$ 83,750.00	\$ 7,829.72
Balance	\$ (17,950.00)	\$ (20,121.98)	\$ (28,750.00)	\$ 377.17	\$ (23,750.00)	\$ 40,783.77

August 2017 Pool Attendance									
	DAY				NIGHT				
DATE	Students	Adults	Passes	Weather	Students	Adults	Passes	Weather	DAY TOTALS
8/1/2017	16	13	61	Sunny	5	1	19	Partly Cloudy	
8/2/2017	17	5	35	Cloudy	3	0	41	Cloudy	101
8/3/2017	0	0	2	Partly Cloudy	7	2	12	Partly Cloudy	23
8/4/2017	10	4	25	Sunny	5	2	28	Sunny	74
8/5/2017	9	6	11	Partly Cloudy	0	0	12	Partly Cloudy	38
8/6/2017	4	1	5	Cloudy	1	0	33	Cloudy	44
8/7/2017	18	5	37	Sunny	13	1	37	Sunny	111
8/8/2017	29	11	44	Sunny	4	1	41	Sunny	130
8/9/2017	4	1	15	Partly Rainy	3	0	25	Partly Rainy	48
8/10/2017	134	25		Partly Cloudy	37	8		Partly Cloudy	204
8/11/2017	22	2	28	Sunny	7	1	28	Sunny	88
8/12/2017	25	8	22	Partly Rainy	0	0	7	Lightning	62
8/13/2017	0	0	0	Rainy	0	0	0	Rainy	0
8/14/2017	5	0	12	Partly Cloudy	6	0	19	Partly Cloudy	42
8/15/2017	6	4	18	Cloudy	0	0	10	Cloudy	38
8/16/2017	0	0	0	Rainy	0	0	0	Rainy	0
8/17/2017	3	1	28	Partly Cloudy	0	1	11	Partly Cloudy	44
8/18/2017	5	2	17	Sunny	0	0	0	Lightning	24
8/19/2017	47	41		Partly Cloudy	12	4		Partly Cloudy	104
8/20/2017	1	0	6	Partly Cloudy	3	0	40	Partly Cloudy	50
8/21/2017	1	0	13	Partly Rainy	2	0	34	Partly Rainy	50
8/22/2017	9	3	60	Partly Cloudy	10	2	61	Partly Cloudy	145
	349	119	378		113	22	439		
Grand total for August									1420

Key:
Red: Storming/Lightning
Blue: Free Swim
Yellow: Unsanitary Incident

CITY COUNCIL CHECKLIST

8/25/2017

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	EXPECTED COMPLETION	COMPLETE
Irrigation Flags of Honor	5/13/2013	Thole	CM, Parks	Installed	completed
Downtown Alleyway Water Problem	9/19/2013	Conroy	CM, Streets	paved curb to properly drain water	completed
Water Main Relocation - Cargill	2/28/2014		CM, Engineer	Mains installed, working on easements	completed
Disc Golf Course	3/10/2014	Conroy	CM	Delivery and installation complete by June	completed
Weed Control	5/27/2014	Zahrbock	Parks	sprayed and will continue to spray	completed
Junk Vehicles - Modify Ordinance	7/28/2014	Meyer	CM, Attorney	Proposed Ordinance	completed
Snow Removal Sidewalks	1/26/2015	Conroy	CM PW	Follow Ordinance Procedure	completed
Prairie Arts Center Bats	2/23/2015	Conroy	CM	Bat Guy followed up, some areas are going to need to be addressed	ongoing
Contracted Mowing Services	7/28/2014	Zahrbock	CM, Parks	Contracted with Richards Adams	ongoing
Lawn Ordinance	4/27/2015	Conroy	Streets	mowed and will continue to mow throughout the	ongoing
Swimming Pool Renovation	2/11/2013	Thole	CM, Parks	Donations remain	ongoing
Planning and Zoning updates	12/28/2015	Thole	CM	Ordinance to be approved	ongoing
Landscape Library	11/2/2015	Thole	Parks	City Staff with design input from boards	ongoing
Pool House - Renovations	7/13/2015	Conroy	CM, Parks	Work in Progress	ongoing
Playground - Kiwanis Kiddie Park	7/13/2015	Meyer	CM, Parks	Wood Fiber complete, city to repair turf around edges	ongoing
Outside City Limits Properties	8/13/2012	Zahrbock	CM, Attorney	Letter sent and responded from LqP Env.	ongoing
Downtown District Maintenance Fund	11/23/2015	Zahrbock	CM	Dismissed	ongoing
Sump Pumps	8/22/2016	Thole	CM, PW	Ordinance approved and notices mailed to homes	ongoing
Grand Theatre - Seat Project	5/11/2015	Meyer	CM	City will be fiscal agent and deliver acknowledgments for de	ongoing
Outside City Limits Properties	8/8/2016	Zahrbock	CM, Attorney	City Attorney to address with County Board	ongoing
Tree Trimming	9/26/2016	Meyer	CM, PW	obstructed sidewalks/streets documented and assigned	ongoing
Broadband Exploration	4/20/2017	Meyer	CM, committee	Revisit June 2018	ongoing
Prairie Arts Center Steps	2/8/2016	Thole	CM	No work at this time for 2017	ongoing
Prairie Arts Windows	11/9/2015	Thole	CM	No work at this time for 2017	ongoing
City Garage	4/20/2017	Thole, Fernho	CM	Concrete Poor condition/doors and roof leaks/extensive repairs needed	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Small Cities Development Grant	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Trees, grass, For Sale Sign advertising MEDA contact	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	Reported on MNDOT list of projects	ongoing
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Inlet side has been cleaned by City Crew	ongoing
Hazardous Houses	4/20/2017	Thole	CM, Attorney	Performed 2017 annual inspection letters issued.	ongoing
Daycare Shortage	5/8/2017	EDA	CM, Zahrbock	8/31/17 TC with Maxfield research/Develop	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	PreApp comments/Interview Architects/Prepare final app for 9/15/17	ongoing
Theater/Public Restrooms	5/8/2017	EDA	CM, Meyer	Collaborate with Ag Society/Initiated discussion 08/22/17	ongoing
Recreation Facility	5/2/2017	EDA	CM, Conroy	Site Visit with S.E.H July 10th, Email S.E.H. preparing report 08/21/17	ongoing

To: City Clerks/Administrators/EDA/Chambers of Region 6W
From: Melissa Streich, Prairie Waters Staff
Re: Funding Request for Prairie Waters Program, Calendar Year 2018

The Western Minnesota Prairie Waters Program is looking ahead to 2018 and we want to continue our successes with your help. We need to keep building on the strong team that believes marketing our region as a great place to visit, work and live in addition to boosting our economic growth.

The purpose of Prairie Waters is to promote and market the region as a great place to visit, a great place to work and a great place to live by highlighting and showcasing our natural, cultural, scenic and historical assets, along with the desirable lifestyle. With regional collaboration, our counties and cities pool their resources to make tourism and recruitment efforts more affordable by allowing us to highlight and market our region's many amenities, attract visitors, new residents and businesses to our area. We continue to seek cost-effective and innovative ways to spread the word about our part of the state, both online and in print: our Facebook page, website, visitor's guide and local shops guide are a few great examples. With the collaboration, we are able to produce these high quality marketing materials on a very tight budget.

The Prairie Waters Program is a well-developed and supported regional brand and marketing system already in place. In 2018 the goal is to expand on the tourism aspects and offer information that makes it easy for someone wanting to move to the region, along with helpful tips and tools for locals.

Over the past several years a regional recruitment committee, which consists of local chambers, economic development professionals, city representatives and other local stakeholders have helped identified four areas to focus on - employment opportunities, housing, family essentials (education, healthcare, childcare) and things to do. The Prairie Waters program full-fills the things to do bucket, now the goal is to incorporate the other three areas into the Prairie Waters website.

In the summer of 2017, UMRDC staff will be starting to incorporate some of this information into the Prairie Waters website by adding new drop-down tabs of employment opportunities, housing, and family essentials. Over the next year(s), UMRDC staff will be collecting new content and developing relationships with local partners to feed into those pages. The Prairie Waters website will be a one stop-shop for anyone looking to visit or potentially move to the region and give them helpful information to guide them through their process.

Prairie Waters is asking for 2018 financial support. Enclosed is a pledge form to complete and return to us by September 30, 2017. This deadline is very important as our funding affects staff, projects and our ability to plan ahead.

Cities with active tourism/visitor programs and amenities are defined as the backbone of the region's tourism infrastructure. Smaller cities are not asked to contribute at the same level since they have fewer opportunities, attractions and infrastructure to contribute. Below is the tier structure.

Three-tier financial structure:

1st tier (\$5,100) includes cities with the most attractions and amenities of our region: *Populations over 2,500 recommended*

2nd tier (\$3,600) includes cities with a variety of attractions to lure visitors for a short duration – but with limited lodging, restaurants or other basic amenities: *Populations over 1,000 and under 2,500 recommended*

3rd tier (\$600) are the smaller cities, which may gain from "pass-through" revenue influx in the way of gasoline, food/beverage or other services that are available *Populations under 1,000 recommended*

Staff is available to meet with you or to attend a council meeting to discuss present and future programs and budget priorities, as well as discuss any matters or questions that may arise.

Again, thank you for your support!

WWW.PrairieWaters.com

The Prairie Waters website is the one-stop-shop for all the things to do in the region, we now would like to include information that could make it easy for a visitor to MOVE to the region. Images shown below are examples of what the new additions to the Prairie Waters website will look like. We plan to partner with local stakeholders and build long term relationships to determine how we can utilize and promote one another's services that would feed onto the website. We would like to connect with the newspapers to determine how we can get job postings from print to searchable online, along with connecting with local realtors to feed their listings onto the Prairie Waters website. We also plan to connect with the local schools, healthcare and childcare facilities to help promote those services. We will continue to collect interviews that will be converted into stories that can relate to potential visitors. The website will include quick facts of why we truly believe our region is the somewhere potential visitors can call home!



Videos ▶



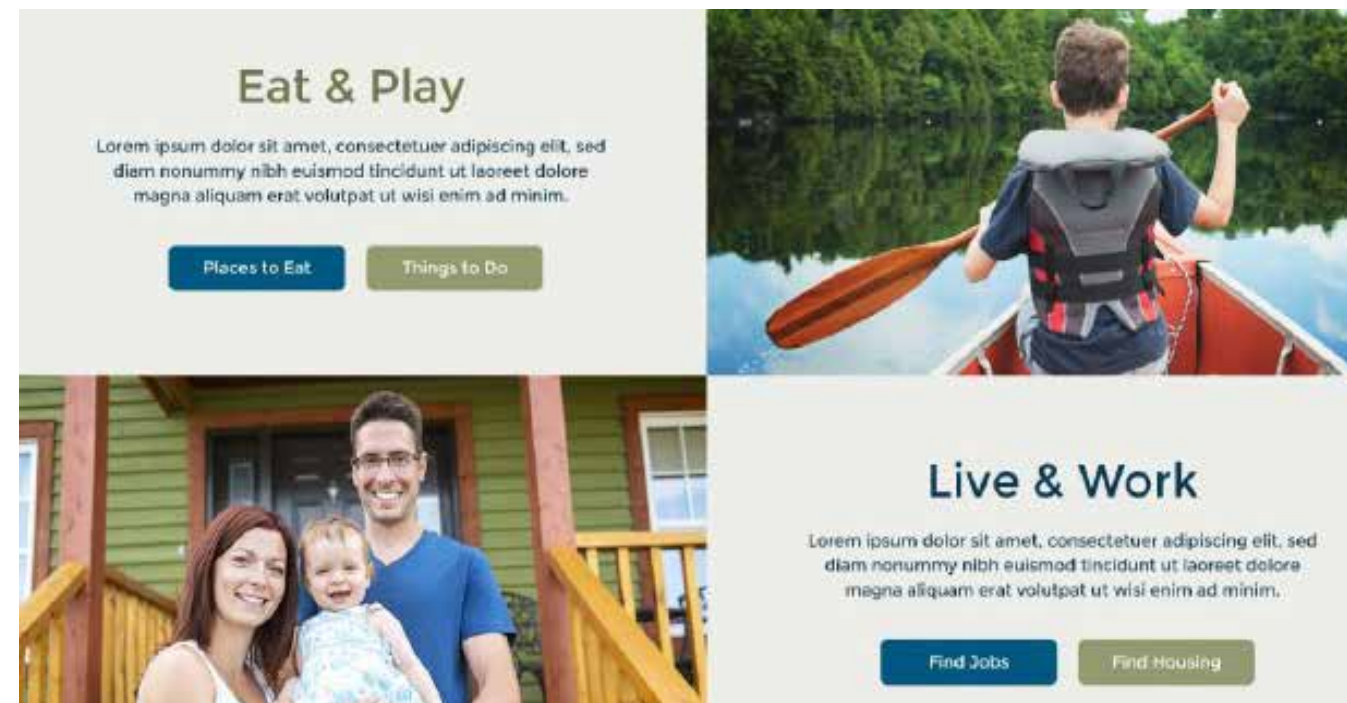
Visitors Guide ▶



Why Here ▶



Stories ▶



Our Stories



Megan's Story
Clara City, MN

Learn More



Talking Water's Brewing Co.
Montevideo, MN

Learn More



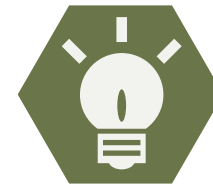
Fagen Fighters WWII Museum
Granite Falls, MN

Learn More

Help us market the region as a great place to visit, work & **LIVE**



PURPOSE



Western Minnesota Prairie Waters serves as a tourism destination marketing organization for the five-county area of Chippewa, Lac qui Parle, Swift, Big Stone and Yellow Medicine. The purpose of Prairie Waters is to promote and market the region as a great place to visit, a great place to work and a great place to *live* by highlighting our natural, cultural, scenic and historical assets.

MEMBERS & CONTRIBUTORS



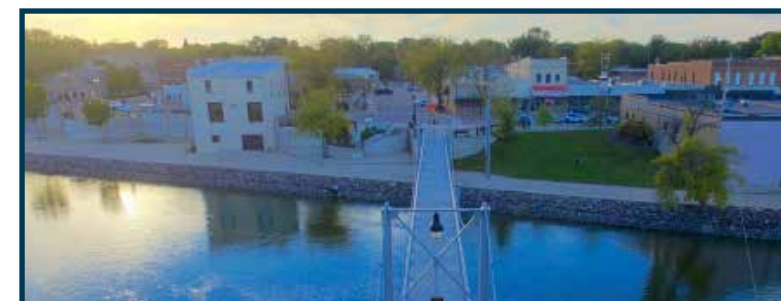
Members and contributors are local economic development authorities, chambers, cities, counties, businesses and individuals from the region. The 2017 members consists of the following: Swift, Chippewa, Lac qui Parle, Yellow Medicine and Big Stone counties; the cities of Montevideo, Canby, Granite Falls, Madison, Dawson, Milan, Clara City, Appleton, and Graceville.

HISTORY & BACKGROUND

Prairie Waters is a program of the Upper Minnesota Valley Regional Development Commission (UMVRDC). It started in the early 1980's as a small coalition of partners in the region who saw the benefits of collaborating marketing efforts. In 1999, at the request of a group of local citizens, a study was conducted by the UMVRDC entitled "Regional Tourism Center and Tourism Development Study". This feasibility study recommended an increased effort throughout the region to promote and market the area as a tourism destination. As a result, in 2000 the UMVRDC met with local units of governments in the region and discussed the possibility of collectively funding a more aggressive regional marketing and promotional program. In 2001, voluntary funding was provided by cities and counties to create a Regional Tourism Program at the UMVRDC.

With regional collaboration, our counties and cities pool their resources to make tourism and recruitment efforts more affordable by allowing us to highlight and market our region's many amenities, attract visitors, new residents and businesses to our area. We continue to seek cost-effective and innovative ways to spread the word about our part of the state, both online and in print: our Facebook page, website, visitor's guide and local shops guide are a few great examples. With the collaboration we are able to produce these high quality marketing materials on a very tight budget.

The Prairie Waters Program is a well-developed and supported regional brand and marketing system already in place. In 2018 the goal is to expand the tourism aspects and offer information that makes it easy for someone wanting to make a move to the region, along with helpful tips and tools for locals.



Upper Minnesota Valley
**REGIONAL
DEVELOPMENT
COMMISSION**

2017 Prairie Waters Board Members

MONTEVIDEO: Angel Molden	SWIFT COUNTY: Gary Hendrickx	GRANITE FALLS: Mary Gillespie
CANBY: Diana Fliss	CHIPPEWA COUNTY: Matt Gilbertson	MADISON: Maynard Meyer
AT-LARGE, HISTORICAL SOCIETY: June Lynne	LAC QUI PARLE COUNTY EDA: PJ Ellison	DAWSON: Tami Sampson - Schuelke
	YELLOW MEDICINE COUNTY: John Berends	
	BIG STONE COUNTY: Vicki Oaks	

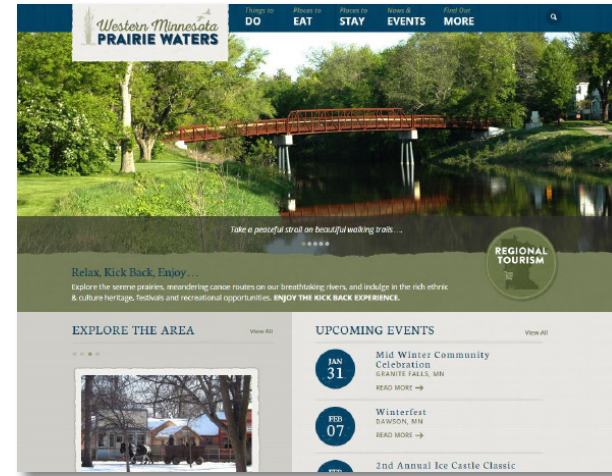
MELISSA STREICH
Communications & Tourism Coordinator
320.289.1981 x 105
Melissa@umvrdc.org



Western Minnesota PRAIRIE WATERS

Website

The [Western Minnesota Prairie Waters website](#) is a one stop shop for all the things to do in the five county region. The site includes information on the following: [things to do](#), [places to stay](#), [places to eat](#), [places to shop](#), [calendar of events](#) and multiple interactive maps. The site is responsive making navigating throughout the site easy to use on tablets or mobile devices. We have been creating [lifestyle and tourism slideshows](#) for each Prairie Waters member city and county to include on their website or any social media platform.



Attracting and retaining residents is a key component for the sustainability of the region. Newcomers will fill jobs, start new businesses, populate the schools, become home owners, taxpayers, and new community leaders. Stemming from the “Brain Gain” research and efforts over the past year that convened local chambers, economic development professionals, and local stakeholders, the UMVRDC is preparing an implementation plan to move this effort forward.

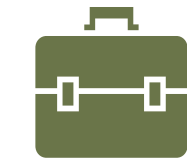
Based on a survey to local units of government within the region, the top issue identified was marketing the area to attract new residents, workers, and families. Prairie Waters is a well-developed and supported regional brand and marketing system that is ready to work on this issue. The overall vision is to create a system that makes it easy for someone to get the information they need to make a move to the region, along with helpful tips and tools for locals.

A regional committee of local chambers, economic development professionals, city representatives and others helped identify four areas to highlight – employment opportunities, housing, family essentials, and things to do. The Prairie Waters website covers ‘things to do’ already; now the goal is to incorporate the other three areas into the Prairie Waters website. The website will be a one stop-shop for anyone looking to visit or potentially move to the region and give them helpful information to guide them through their process. UMVRDC staff have been working closely with web developers on redeveloping the website to include the Get Rural work from the past several years. Over the next year, UMVRDC staff plans to incorporate new content and develop relationships with local entities to feed information into the new web pages.



Live Here

Find information of everything you would need to move to our region including: housing, education, healthcare, childcare, etc.



Work Here

Job postings and entrepreneurship opportunities. Information on businesses/buildings for sale, financing opportunities, and fast fiber broadband Internet



Visit Here

- Outdoor Adventures
- Places to Eat
- Places to Shop
- Places to Stay
- Calendar of Events
- Maps

Calendar of Events Annual Gathering

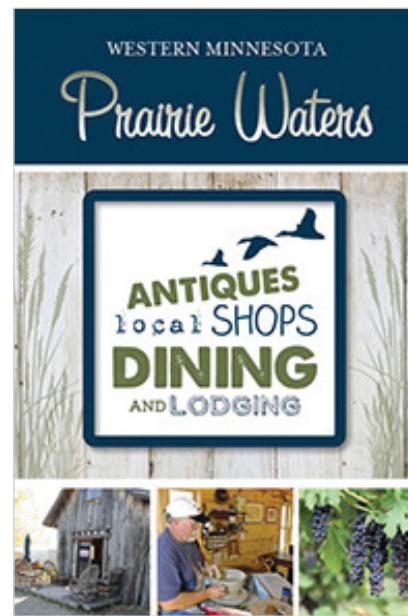
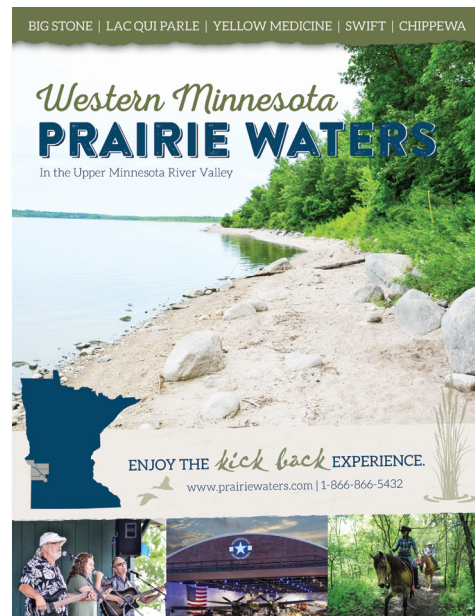
Each year we collect information of all the events happening in the region. The website has a [regional calendar](#) where visitors and/or locals can find information on upcoming events. Each event includes a brief description, contact information, photos and links to more information.

Every Summer we host an annual gathering and invite visitors and locals to come enjoy free entertainment, food and prizes while learning about the promotional efforts done within the region. We are able to highlight different areas of the region by rotating the event in a different county each year.

Regional Advertising

Each year, Prairie Waters writes a grant to Explore Minnesota Tourism (EMT) to pay for 50% of our advertising (up to \$8,000). In 2016 Prairie Waters has placed ads with local newspapers, Outdoor News, Midwest Living, Minnesota Off-road, ATVentures, Explore Southern Minnesota Guide, SD Magazine, Pheasants Forever, AAA Living & Bird Watchers Digest. We have done electronic ads with ExploreMinnesota.com and Facebook.

Print & Digital Visitor Guides



Social Media



NEW edition! Western Minnesota Prairie Waters Visitor Guides! This two year guide has a print distribution of 25,000 (online version available on website and Explore Minnesota Tourism website). These guides are distributed to chambers, cities and businesses throughout the region; Travel Information Centers across the state; Mall of America; and sent out as we receive requests for information. The Local Shops guide is a comprehensive listing of shops, restaurants and accommodations available in the Prairie Waters region. It is a collaborative effort between Prairie Waters and Chambers of Commerce from many of the region's member cities.



Search Get Rural MN
& Prairie Waters

New Imagery

The UMVRDC has worked with students from the University of Minnesota Morris, Center for Small Towns, to collect new imagery of the region. Students collected an inventory of new imagery by attending community events and sharing their experiences on social media and on the Prairie Waters website. All of this new content is available for governments, organizations and businesses in the region to access and download through the online sharing platform, [Dropbox](#).

Students also collected interviews of newcomers, locals, entrepreneurs, and folks with unique stories that can relate to potential new residents looking to move to the region. Four regional promotional videos were developed from the collected interviews and are also available to use for marketing purposes.

The students have been using the new imagery and running a social media campaign on Facebook, Pinterest and Instagram where they highlight a different city/county each week. The posts vary from job listings, to throw backs of historic photos, quick facts and showcasing the new photos that have been collected. This social media campaign has been a huge success thus far engaging with not only potential newcomers but also the locals. The UMVRDC plans to work with students again over the course of the next year to continue to collect footage of the region.

In addition, we worked with a licensed drone pilot to collect aerial footage and create 6 [regional promotional videos](#).

2018 Benefits of Participation

Western Minnesota Prairie Waters Regional Tourism Program

A program of the Upper Minnesota Valley Regional Development Commission

\$5,100 + Annual Commitment

- 25 customized marketing designs
- One-page editorial showcase of community in the Visitor Guide
- Appoint one Prairie Waters board representative
- Nominate one industry board representative
- Plus, all benefits included below this line

\$3,600 Annual Commitment

- (1/2) page editorial showcase of community in the Visitors Guide
- Appoint one Prairie Waters board representative
- Access to all leads (names and addresses) gathered by Prairie Waters
- Sponsored Facebook ads
- Plus, all benefits included below this line

\$600 Annual Commitment

- Community lifestyle & tourism slideshow – personalized website assistance
- Access to the online photo/video library
- Community brochures distributed in response to PW inquiries – and available on the PW website
- (1/4) page editorial showcase of community in the Visitors Guide
- Community page on Prairie Waters website
- Hyperlink from Prairie Waters website to the community's website
- Events and attractions of your choice featured on our Facebook page! Take advantage of advertising to our 4,500+ and growing Facebook fans, plus paid Facebook ads for events of your choice!
- All events on the regional calendar of events (website)
- First chance to participate in special publications and events – cooperative advertising
- Plus, all benefits included below this line

Additional Benefits of Participation for all levels

- State wide promotions – Visitor guide distributed to travel information centers across the state, including the Mall of America, local chambers, city offices, hotels, clinics. The digital version has hyperlinks and is showcased on the Explore Minnesota Tourism website where it has over 200,000 views annually.
- Basic business listing in the Local Shops guides
- Toll-free hotline that is staffed by the UMRDC office, responding to information requests
- Free unlimited access to tourism and business resources offered at the UMRDC office, and tourism and business expertise through the UMRDC staff
- Assistance in event planning, networking and promotion
- All community events showcased on the Prairie Waters website
- Regional presence in statewide advertising endeavors such as Explore Minnesota Tourism and Southern Minnesota Tourism Association, plus large events placed on the Explore Minnesota Website's calendar of events

2018 Pledge Form

Western Minnesota Prairie Waters Regional Tourism Program

A Regional Tourism program of the Upper Minnesota Valley Regional Development Commission

PLEASE RETURN THIS FORM BY SEPTEMBER 30, 2017

We, the City/Organization of _____ (name of city/organization), have reviewed this request and pledge to participate at the amount specified below for the Regional Tourism Program's 2018 year.

☐ **\$5100 Community Annual Commitment**

Populations over 2,500 recommended

Our alternate contribution is \$ _____

☐ **\$3600 Annual Commitment**

Populations over 1,000 and under 2,500 recommended

Our alternate contribution is \$ _____

\$600 Annual Commitment *Populations under 1,000 recommended*

Our alternate contribution is \$ _____

- ☐ We, the City/Organization of _____ (name of city/organization), have reviewed this request and **do not wish to support economic development through tourism at this time.**

Signed by: _____

Title: _____

Date: _____, 2017

Billing Information:

- ☐ We choose to pay the total amount in January of each year. Prairie Waters will invoice you after January 1, 2018.
- ☐ We would like to make other payment arrangements: (please explain)

Thank you for your generous support of tourism in our region!

CITY OF MADISON, MINNESOTA
RESOLUTION 17-12
(Updated Ambulance Services, Code Enforcement)

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

**RESOLUTION ESTABLISHING A FEE SCHEDULE PURSUANT TO §34.01 OF THE
MADISON CODE OF ORDINANCES FOR THE YEAR 2017**

WHEREAS, the City Council is interested in establishing a fee schedule pursuant to §34.01 of the Madison City Code of Ordinances for the year 2017, effective January 23, 2017.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA that the following fee schedule for the year 2017 be adopted pursuant to §34.01 of the Madison City Code of Ordinances.

I.	<u>LIQUOR LICENSES</u>	<u>Fee</u>
A.	<u>RETAIL LIQUOR LICENSE</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	500.00
	3. Annual Renewal	500.00
B.	<u>WINE (RESTAURANT ONLY)</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	100.00
C.	<u>TEMPORARY (1 or 3-day)</u>	
	1. On Sale Liquor	50.00
	2. On Sale Beer	50.00
D.	<u>ON-SALE BEER (3.2 or STRONG BEER)</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	50.00
E.	<u>SPECIAL CLUB</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	100.00
F.	<u>SET-UP</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	50.00

G.	<u>OFF-SALE BEER</u>	
1.	Investigation Fee (New Applicants)	100.00
2.	Initial License	100.00
3.	Annual Renewal	50.00
II.	<u>GAMES OF SKILL</u>	
	Pool Tables/Pinball/Video Games/Bingo	15.00
III.	<u>OTHER</u>	
	Special Use Permit	15.00
IV.	<u>TATOO AND BODY PIERCING SERVICES</u>	
	Initial Application	250.00
	Initial Investigation	100.00
	Annual Renewal	100.00
V.	<u>ZONING PERMITS</u>	
	Value \$20,000 or Less	25.00
	Value Over \$20,000	50.00
	Petition to Subdivide Plats:	
	Less than 5 Lots	50.00
	5-10 Lots	75.00
	More than 10 Lots	100.00
	Variance Application	100.00
	Conditional Use Permit	100.00
	Special Permit	100.00
	Rezoning Request	100.00
	Code Amendment	375.00
	Street/Alley Vacation	75.00
	Annexation Request	250.00
		(plus State of MN fees)
VI.	<u>DOGS & CHICKENS</u>	
	Dog License -Neutered Male and Spayed Female (Calendar Year)	N/C
	Dog License - Unspayed Female & Unneutered Male (Calendar Year)	N/C
	Chicken Permit – Initial Application	50.00
	Chicken Permit – Renewal Application	25.00
VII.	<u>UTILITY & SERVICE CHARGES</u>	
	Street Digging Permit	100.00*
		*Plus Any Extra Costs for Street Repair
	Water & Sewer Connection - Simultaneous	100.00

<u>Equipment Rent (Per Hour) – *Does not include labor unless specified</u>		
Mowing includes *Labor	(minimum charge)	60.00
Snow Shoveling includes *Labor	(minimum charge)	60.00
Sweeper		50.00
Loader/Blower		100.00
Truck		40.00
Tractor Mower		50.00
Grader		60.00
Cat Loader		75.00
Aerial Truck		75.00
Sewer Machine		50.00
*Labor of City Employee operating equipment – per employee per hour		20.00
<u>Labor & Materials/Supplies (Per hour or quantity)</u>		
Labor (Per Hour)	(minimum charge)	50.00
Gravel (Per Yard)		8.00
Water (Per 100 Gallons - Hard)		0.25
Water (Per 100 Gallons - Processed)		1.00
Salt & Sand (Per Yard)		12.00
Vehicle storage fee (Wastewater Plant)		10.00/day
VIII. <u>ADMINISTRATIVE CHARGES</u>		
Maps		5.00
Copies (Per Page)		0.25
Fax Machine (Per Page)		1.50
Service Charge - Returned Checks		25.00
Assessment Search Fee		10.00
Copies of Audit Report (postage additional)		10.00
Peddler/Transient Merchant Permit		15.00
IX. <u>CITY HALL FACILITIES</u>		
Madison Room	Basic Charge	25.00
	w/Set Up	35.00
Auditorium	Basic Charge	35.00
	w/Set Up	45.00
Basement	Basic Charge	35.00
	w/Set Up	45.00
	w/Kitchen	45.00
X. <u>RECREATIONAL</u>		
Jacobson Park Wayside Rest (“rest area”)		0.00
Recreation Field		
Damage Deposit		100.00
ATV Permit (per lifetime of vehicle)		25.00
Golf Cart Permit (per lifetime of vehicle)		25.00
Picnic Tables – rentals for non-city facilities (per table per day)		10.00

XI.	<u>ELECTIONS</u>	
	Filing Fee	2.00
		*If petition filed, no charge
XII.	<u>CODE ENFORCEMENT</u>	
	Parking Tickets	50.00
	Snow Removal Violation	50.00
	Dog/Cat Pound Boarding Fee	20.00/day
	Impound Release Fee	25.00
	Vehicle storage fee (impoundment)	10.00/day
	Sanitary Discharge exception Permit (November 15 – April 15)	N/C
	Sanitary Discharge fine	50.00
XIII.	<u>SWIMMING POOL</u>	
	General Admission	3.00-3.50
	Season Pass - individual	75.00
	Season Pass - family	125.00
	Lessons (depends on swimmers level)	25.00-30.00
	Private Lessons	50.00
	Pool Rental	200.00
XIV.	<u>AMBULANCE DEPARTMENT</u>	
	<u>Rates</u>	<u>Rate</u>
	Base Fee	850.00
	Mileage per loaded mile	16.00
	Transport Flight Crew to Airport	850.00
	Lift Assist	100.00
	Standby	
	Races (Per Hour)	50.00
	School Events (Per Hour)	50.00
	Hospital (Per Hour)	50.00
	<u>Medications</u>	
	IV Start Kit	100.00
	Narcan	75.00
	Epi-Pen	350.00
	Epi-Pen JR	300.00
	Glucose	10.00
	Glucagon	325.00
	Albuterol Inhaler	50.00
	Albuterol Nebulizer	25.00
	Nitroglycerin	10.00
	Aspirin	5.00
	<u>Services</u>	
	Lucas Compression Device	50.00
	Res Q Pod	125.00
	Ambu Bag	35.00
	CPR Mask	15.00

Oral or Nasal Airway	10.00
Defib Pads (Heart Start)	75.00
Defib Pads (Zoll)	125.00
Suction	30.00
Combi-Tube/King Airway	75.00
12 Lead EKG	50.00
4 Lead EKG	20.00
C-Collar	25.00
Back Board	20.00
KED Board	20.00
Stair Chair	20.00
Body Splint	20.00
Pro Splint	10.00
Blood Sugar Test	25.00
Burn Sheet	20.00
OB Kit	40.00
Cold Pack	5.00
Sterile Water	5.00
Dressings/Bandages	5.00
Coban Wrap	8.00

XV. PRAIRIE ARTS CENTER

Facility Rental	
(Weekly)	120.00
(Daily)	40.00

XVI. MILEAGE

Rate Reimbursement per mile (As established by resolution/ordinance)	IRS Rate
--	----------

XVII. FIRE DEPARTMENT

First Hour	1000.00
Every Additional Hour	150.00
Materials	Determined as needed
Standby	
Races (Per Hour)	40.00

Upon the vote taken thereon, the following voted:

For:
Against:
Absent:

Whereupon said Resolution No. 17-12-01 was declared duly passed and adopted this 28th day of August, 2017.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk



HEATSHARE.ORG

August 16, 2017

Dear Friend:

Greetings from The Salvation Army's HeatShare

Thank you for being an active participant of the HeatShare program. Hopefully, we can again count on your community to be a part of our HeatShare network. HeatShare is celebrating its 34th year thanks to the commitment of utilities such as yours.

HeatShare is a positive way for you to reach out to customers in need especially with higher energy costs for everyone this year. There are many households who have limited resources to turn to, especially after the state programs are closed or unavailable.

I have enclosed a copy of the agreement with The Salvation Army and utilities participating in HeatShare. Please present this to your governing authorities to review and sign. A self-addressed stamped envelope is enclosed for your convenience. A fully executed agreement will be returned to you.

We are asking that you do one or more of the following:

Distribute bill inserts

Use your web site,

Use your utility newsletter

to solicit donations for HeatShare. I have enclosed examples to show what some utilities have done.

Our web site address is: www.heatshare.org.

If you have any questions about HeatShare, or need to place an order for more bill inserts, please contact me at 651-746-3542.

Our program continues to be a success in Minnesota, thanks to individuals and organizations like you.

Thank you for your support.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McGlone".

Michael McGlone
Statewide HeatShare Director

Printing cost for brochures - Approx \$300

2445 Prior Ave
Roseville, MN 55113

HEATSHARE PROGRAM AGREEMENT

COMES NOW, Madison Municipal Utilities, in joint partnership with The Salvation Army, an Illinois Corporation (The Salvation Army), submits its joint customer contribution fund program plan as follows:

PROGRAM NAME:

HeatShare (A voluntary non-governmental program of The Salvation Army) which has been in existence since 1982.

PURPOSE:

The purpose of this energy related program, shall be to advance the common good and general welfare of the people by soliciting voluntary contributions from customers and employees to assist needy Minnesotans with energy related problems, including but not limited to residential heating bills, repairs on home heating equipment, and shut offs; and to provide assistance in reducing the cost of utilities for qualified low-income elderly, disabled, and others with special needs who have difficulty paying their energy related expenses.

CUSTOMER NOTIFICATION:

Customers will be notified through Madison Municipal Utilities. Notifications will be made via bill inserts and/or newsletters. In addition, press releases and media notification will be utilized when appropriate and beneficial to HeatShare and Madison Municipal Utilities.

TRANSFER/DISTRIBUTION OF FUNDS:

Madison Municipal Utilities will transfer funds to The Salvation Army on a regular basis in amounts equal to contributions received and processed prior to such date. Funds will be allocated by each Salvation Army unit corresponding to Madison Municipal Utilities in direct proportion to donations received from their area. On an exceptional basis, The Salvation Army, will have at their discretion, the authority to adjust the distribution of funds where they deem fit. A minimum of 85% of the funds will be used in the distribution of funds as per the attached guidelines A-1 and A-2.

IMPLEMENTATION:

Implementation is scheduled with the insertion of customer notification/authorization in at least one monthly bill or newsletter each year thereafter, unless this agreement is terminated.

ADDITIONAL:

Madison Municipal Utilities proposes at this time to defray the expense of solicitation through paying of bill insert costs, any promotional costs deemed necessary, and the cost of collection and transmittal of contributions.

EFFECTIVE DATE:

This plan becomes effective this October 1, 2017, and stays effective until September 30, 2018, or until Madison Municipal Utilities or The Salvation Army terminates this agreement by giving a 90 day written notice to the other party.

NOTICE:

The Salvation Army will follow the operational guidelines (A-1 and A-2) attached hereto. Notices shall be deemed given upon personal delivery, or when deposited in the United States mail, postage prepaid and addressed as follows:

If to Madison Municipal Utilities:

Attn: Kathleen Weber
Title: City Clerk
Address: 404 - 6th Ave
Madison, MN 56256
Phone: 320-598-7373

If to The Salvation Army:

Attn: Mike McGlone
Title: Statewide HeatShare Director
Address: 2445 Prior Avenue
Roseville, MN 55113
Phone: 651-746-3542

WHEREFORE, Madison Municipal Utilities, requests that its proposed joint customer contribution fund program be approved as submitted.

By: _____
Title: _____
Attest: _____
Title: _____
Dated the _____ day of _____ 2017

The Salvation Army

An Illinois Corporation

By: _____
Title: Divisional Commander
Attest: _____
Title: Statewide HeatShare Director
Dated the _____ day of _____ 2017

**THE SALVATION ARMY
HEATSHARE PROGRAM
GUIDELINES**

TO QUALIFY FOR ASSISTANCE FROM HEATSHARE:

1. Applicants must have a final or shut off notice and;
2. Applicants must be income eligible as per Attachment A-2 and;
3. Applicants must have applied for assistance previously from other available public or private agencies and;
4. Applicants must reside in the designated areas where funds are raised for the program.
5. Applicants must be:
 - a. 60 years of age or older, or disabled/handicapped, such that financial assistance from the HeatShare program would relieve a substantial need or
 - b. Circumstances have arisen which deplete an individuals or families immediate cash resources. For example, an illness, major repair bill or sudden lay off, may leave a family, usually able to cope with insufficient cash resources to meet heating needs even though normally they have sufficient income to do so.
 - c. After initial assistance has been received, if an underlying problem exists (such as a client paying more rent than their income will allow) attempts must be made to remedy the situation before further assistance will be given.
 - d. Households who request assistance in consecutive years will be asked to participate in activities to strengthen the self-sufficiency of the family.
6. Assistance is available only once per year at a maximum of \$300.
7. Types of assistance granted will be for natural gas, electric, fuel oil, and propane.

Note: These are guidelines and on occasion, due to extenuating circumstances, clients may be given special considerations.

THE SALVATION ARMY HEATSHARE INCOME GUIDELINES

2017-2018 ANNUAL NET INCOME

HOUSEHOLD SIZE	TOTAL ANNUAL INCOME	TOTAL MONTHLY INCOME	TOTAL HOURLY WAGE
1	\$23,948	\$1,996	\$10.85
2	\$31,316	\$2,609	\$14.22
3	\$38,684	\$3,223	\$17.67
4	\$46,056	\$3,838	\$20.89
5	\$53,424	\$4,452	\$23.99
6	\$60,792	\$5,066	\$27.35
7	\$62,172	\$5,181	\$27.93
8	\$63,556	\$5,296	\$28.62
9	\$64,936	\$5,411	\$29.21
10	\$66,289	\$5,524	\$29.83
11	\$67,670	\$5,638	\$30.47
12	\$69,050	\$5,753	\$30.99

The above guidelines are based on 50% of State Median Income.

Program Materials

Each participant in the Bright Energy Solutions Power Team Energy Wise Program receives classroom materials and energy efficiency kits containing high-efficiency measures to perform the program's take-home activities. Program materials for students, parents/guardians, and teachers are outlined below.

Each Student & Teacher Receives

Student Guide

Student Workbook

Parent/Guardian Program Introduction Letter*

Student Survey Form

Certificate of Achievement

Power Team Kit Containing:

- (2) LED Light Bulbs
- (2) LED Night Lights
- Digital Thermometer*
- Quick Start Guide*
- Reminder Stickers and Magnets Pack
- Parent/Guardian Program Evaluation

Program Website Access at Getwise.org

Toll-Free HELP Line

Each Teacher/Classroom Receives

Teacher Book

Step-by-Step Program Checklist

Lesson Plans

Teacher Survey Form

Extra Activities

Minnesota State and National Academic

Standards Chart

Pre/Post Test Answer Keys

Electricity Poster for Classroom

Self-Addressed Postage-Paid Envelope

Watt Meter (new teachers)

* Materials / Installation Instructions provided in English and Spanish

Resource Action Programs®

Program Materials

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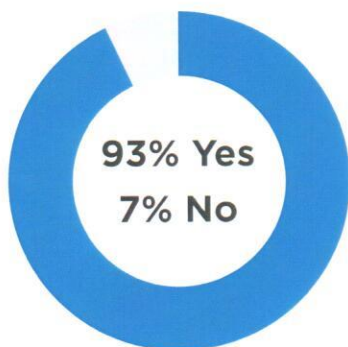
Program Impact

The Bright Energy Solutions Power Team Energy Wise Program has had a significant impact within the community. As illustrated below, the program successfully educated participants about energy efficiency while generating resource savings through the installation of efficiency measures in homes. Home survey information was collected to track projected savings and provide household consumption and demographic data. Program evaluations and comments were collected from teachers, students, and parents.

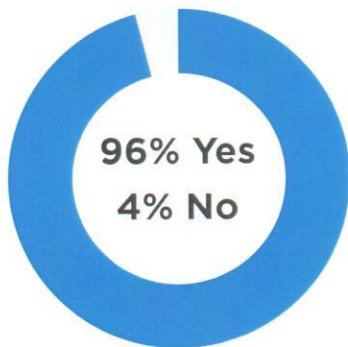
A. Home Survey

Upon completion of the program, participating families are asked to complete a home survey to assess their resource use, verify product installation, provide demographic information, and measure participation rates. The program received 34 home surveys. A few samples of questions asked are below while a complete summary of all responses is included in the appendices.

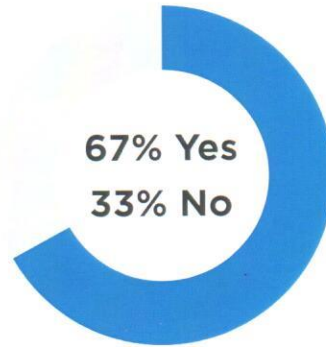
Did you work with your family on this program?	Yes - 93%
Would you rate this program as “pretty good” or “great”?	Yes - 96%
Did your family change the way they use energy?	Yes - 67%



Students who indicated they worked with their family on this program.



Students who indicated they would rate this program as “pretty good” or “great”.



Students who indicated their family changed the way they use energy.

F. Teacher Letter

Dear Energywise, City of Madison, and Missouri River Energy Services,

First, a big thank you!

As a new teacher to fourth grade, I was unaware of this program benefiting our students in the past years and appreciate the efforts to keep this program going! Students were so excited to learn about energy with the prospect of getting a kit to investigate energy in their own homes.

Some of the material was too difficult for my students, but I was able to differentiate it so that they could understand at their levels of understanding. Having the materials so organized and with so many activities is very helpful! Due to time constraints, I was not able to implement the program as completely as I had hoped, but there are many standards for science that must be taught to fourth grade students.

To those who put forth the efforts to make this opportunity available to students, I applaud you! I appreciate your passion for passing on to students the desperate need to understand the need for more renewable resources allocated to assist in energy production.

Sincerely,



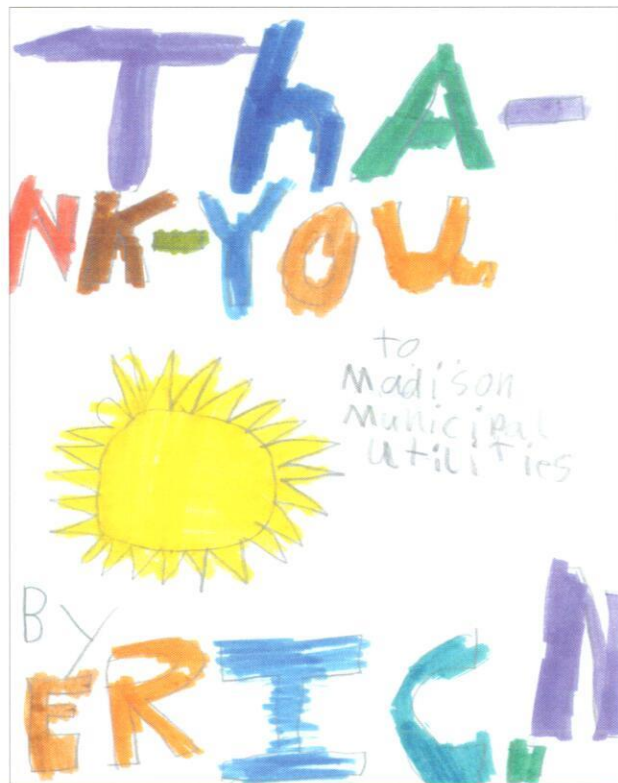
Alyssa Besonen

Fourth Grade Science Teacher

MMN Elementary School

Madison, MN

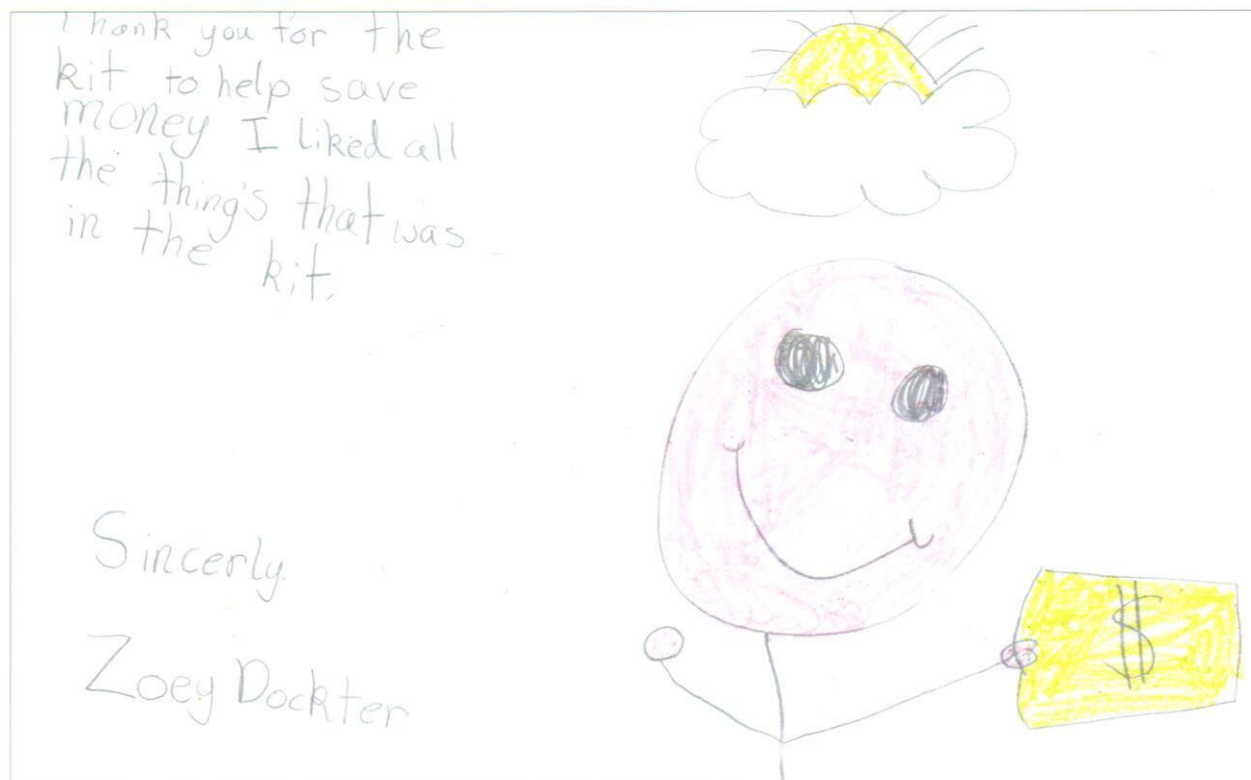
G. Student Letters



Dear Madison Municipal
Utilities

I thank You for
the science kits
i really like using
it

Sincerely, Matthew
Arndt



Student Letters

(Continued)

Thank you for
buying the
Kits for us.
I learned
alot about
energy. From
Carson Young

You are so kind to give us
your kits and for putting
your time and effort.

Thank
you!

Thank
you!!!!
Madison Municipal
Utilities

Thank
You

I liked the kit
because they help
us save money.

Thank you
Madison Municipal
Utilities.
From: Kayla
Jahn!



1420 East College Drive
Marshall, MN 56258
www.swsc.org

CITY OF MADISON

August 24, 2017

Dear CCOGA Pool Member,

We would like to thank you for your interest in receiving a health insurance bid proposal for your employees through the SWWC CCOGA Health Insurance Pool. The CCOGA Health Insurance Pool is member-owned, self-insured, non-profit shared service that is locally managed by its members. SWWC contracts with Blue Cross Blue Shield of Minnesota to administer its health insurance program.

The SWWC Service Cooperative is one of seven Minnesota-based cooperatives that have been providing pooled insurance programs since 1983. The Service Cooperatives together insure over 80,000 public school and government employees and family members across the state of Minnesota.

By leveraging their enormous purchasing power, Minnesota's Service Cooperatives are able to negotiate lower administrative rates, provider discounts and stop loss fees from the community of insurance companies and healthcare professionals.

Local control extends from the elected board of Service Cooperative directors; many of whom are pool participants themselves. Pool planning and rate formula committees work closely with Service Cooperative staff to manage the pools with local input and control. We manage our programs efficiently and effectively with the help of our plan administrators and professional advisors.

Thank you for your past participation in this very important employee benefit program. We look forward to working with you in this endeavor in the future.

Cliff Carmody, Executive Director
SWWC Service Cooperative

2018 Renewal Changes – A New Look – A New Statewide Pooling Approach

You will notice a new look in your renewal materials this year. As a result of the four-year statutory RFP process, we have renewed our agreement with Blue Cross Blue Shield of Minnesota. Beginning in 2018, we have expanded our stop loss protection to the statewide level through the Minnesota Healthcare Consortium of Participating Service Cooperatives – to bring you more stable pricing – while maintaining your local control of health plan design. This is being done to maximize the economies of scale of pooling.

Your renewal package is now split between SWWC Service Cooperative pages and Blue Cross Blue Shield pages. Combined, your renewal package provides you what you need to know to renew your health insurance plan.

Your regional service cooperative pages include your rates and other pertinent information about your pooled program. Your Blue Cross Blue Shield pages include an annual renewal bulletin, with compliance reminders and plan change alerts.

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Our new pricing incorporates a mix of dollars to be paid to BCBS as our plan administrator, as well as dollars to be used to pool high claims statewide, managed by the Minnesota Healthcare Consortium. We believe the new approach will result in more stable prices, held as low as possible, while maintaining the integrity of your local plan choices. The new approach is simpler and is designed to bring greater long-term cost stability to our pool members.

Your claim reports will now reflect all claims, up to a threshold of \$500,000 per member. However, your renewal lowers individual claim limits to lower levels, more appropriate to your group size. We also encourage best practice incorporation, to assure the best experience possible for your group over time. We will work with you to strategically address your employee benefits needs in order to enable the best and most cost effective health plan for your members and their families.

As always, we stand ready to help you understand and implement your renewal. Your service cooperative consultant in conjunction with your Blue Cross Account Manager.

City of Madison

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE

Working with the



**Minnesota
Healthcare
Consortium**
Participating Minnesota Service Cooperatives

Northeast Service Cooperative
Northwest Service Cooperative
Southwest West Central Service Cooperative
Resource Training and Solutions
Lakes Country Service Cooperative
South Central Service Cooperative
Southeast Service Cooperative

2018 Local Government Pool Renewal - a new look with a new approach to statewide pooling

Attached is your January 1, 2018 Southwest West Central Service Cooperative Local Government pool renewal. As always, your Southwest West Central Service team and Blue Cross account managers welcome your questions.

As we enter a new agreement with Blue Cross Blue Shield, we will pool stop loss statewide. We have made this and other changes to keep your group's rates as stable as possible, while continuing to allow you to select and control your health benefits locally.

Southwest West Central Service Cooperative
1420 East College Drive
Marshall, MN 56258

Doug Deragisch
(507) 537-2295
Doug.Deragisch@swsc.org

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE
LOCAL GOVERNMENT POOL



City of Madison
Health Plan Renewal Effective January 1, 2018

Plan	Description	Min Value	Coverage	Contracts *	Current rates	New rates 1-1-2018
\$3200 HSA		74%	Single	2	\$500.00	\$715.00
			Family	6	\$920.00	\$1,315.50
				Monthly Premium	\$6,520	\$9,323
					Annual Premium	\$78,240
\$2000 Deductible		85%	Single	2	\$589.00	\$842.50
			Family	0	\$1,081.00	\$1,546.00
				Monthly Premium	\$1,178	\$1,685
					Annual Premium	\$14,136
TOTAL ALL PLANS				Monthly Premium	\$7,698	\$11,008
					Annual Premium	\$92,376
				% Annual Adjustment		43.0%
					\$ Annual Adjustment	

* Contract enrollment as of 3-1-2017

The new rates described above will become effective 1-1-2018 and will be guaranteed for a one year period through 12-31-2018.

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE
LOCAL GOVERNMENT POOL



City of Madison
Effective January 1, 2018

RENEWAL CONFIRMATION

Complete and return to bobbie.carmody@swsc.org

We request renewal of the below plans and monthly rates for the period 1-1-2018 through 12-31-2018:

<u>Plans</u>	<u>single</u>	<u>family</u>
\$3200 HSA	\$715.00	\$1,315.50
\$2000 Deductible	\$842.50	\$1,546.00

Other

Other

Other

Signed by: _____

Print name: _____

Date: _____

Notes:

SCHEDULED CLAIMS LIST

UP CK # 55142-55162

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
262115	1	8/17/17	8/17/17	2901 BENNETT OFFICE TECHNOLOGI ADMIN-COPIER MAINT 7/17	254.35	101 101-41320-404	1
				INVOICE TOTAL	254.35		
				VENDOR TOTAL	254.35		
408 C EMERY NELSON INC							
081717	1	8/17/17	8/17/17	WT-ANTISCALANT	4,639.09	601 601-49400-239	1
				INVOICE TOTAL	4,639.09		
30851	1	8/17/17	8/17/17	WT-HYTREX FILTER	408.36	601 601-49400-238	1
				INVOICE TOTAL	408.36		
				VENDOR TOTAL	5,047.45		
3308 CASEY'S GENERAL STORE-MAD							
081717	1	8/17/17	8/17/17	POOL-PIZZA FROM KLEIN DO	89.81	101 101-36231	1
				INVOICE TOTAL	89.81		
				VENDOR TOTAL	89.81		
510 CITY OF MADISON							
081717	1	8/17/17	8/17/17	LIQ-UTIL 7/17	441.68	609 609-49750-380	1
				INVOICE TOTAL	441.68		
				VENDOR TOTAL	441.68		
3415 CLEMENSON, BRENT							
081717	1	8/17/17	8/17/17	UTIL DEPOSIT REF-B CLEME	100.00	604 604-22000	1
	2			UTIL INTEREST REF-B CLEM	1.77	604 604-49590-602	1
				INVOICE TOTAL	101.77		
				VENDOR TOTAL	101.77		
3129 DAHLE & OLSON REALTY							
081717	1	8/17/17	8/17/17	EAST-DEPOSIT REF-C SMITH	560.00	614 614-22000	1
	2			EAST-INT REF-C SMITH	51.80	614 614-46330-445	1
				INVOICE TOTAL	611.80		
				VENDOR TOTAL	611.80		
3416 ERIC CLARK CONSTRUCTION							
438315	1	8/17/17	8/17/17	PARKS-CONSTRUCTION SHEL	7,600.00	101 101-45200-520	1
				INVOICE TOTAL	7,600.00		
				VENDOR TOTAL	7,600.00		
766 FARMERS MUTUAL TELEPHONE							
081717	1	8/17/17	8/17/17	ADMIN-INTERNET 8/17	109.95	101 101-41320-321	1
	2			FIRE-INTERNET 8/17	71.95	101 101-42200-321	1
	3			GRAND-INTERNET 8/17	71.95	101 101-45181-321	1
	4			AMB-INTERNET 8/17	71.95	201 201-44100-321	1
	5			WT-INTERNET 8/17	71.95	601 601-49400-321	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	6			SEW-INTERNET 8/17	71.95	602 602-49450-321	1
	7			ELEC-INTERNET 8/17	71.95	604 604-49570-321	1
	8			LIQ-INTERNET 8/17	71.95	609 609-49750-321	1
	9			ADMIN-INTERNET 8/17	15.00	101 101-41320-321	1
	10			GRAND-INTERNET 8/17	15.00	101 101-45181-321	1
				INVOICE TOTAL	643.60		
				VENDOR TOTAL	643.60		
				3413 HAAS, SETH			
081717	1	8/17/17	8/17/17	UTIL DEPOSIT REF-S HAAS	100.00	604 604-22000	1
	2			UTIL INT REF-S HAAS	1.65	604 604-49590-602	1
				INVOICE TOTAL	101.65		
				VENDOR TOTAL	101.65		
				3244 VAL HALVORSON			
081717	1	8/17/17	8/17/17	ADMIN-CELL PHONE REIMB	75.94	101 101-41320-321	1
				INVOICE TOTAL	75.94		
				VENDOR TOTAL	75.94		
				3364 HAUCK, JOSINDA			
081717	1	8/17/17	8/17/17	POOL-REF SWIM LESSON-A S	30.00	101 101-34721	1
				INVOICE TOTAL	30.00		
				VENDOR TOTAL	30.00		
				968 HAWKINS INC.			
4127981	1	8/17/17	8/17/17	WT-EQUIPMENT CONTRACT	161.55	601 601-49400-404	1
				INVOICE TOTAL	161.55		
				VENDOR TOTAL	161.55		
				3414 HAY, MYRTLE			
081717	1	8/17/17	8/17/17	UTIL DEPOSIT REF-M HAY	100.00	604 604-22000	1
	2			UTIL INT REF-M HAY	1.65	604 604-49590-602	1
				INVOICE TOTAL	101.65		
				VENDOR TOTAL	101.65		
				3206 KHC CONSTRUCTION, INC			
553	1	8/17/17	8/17/17	SEW-LIFT STATION REPAIRS	2,515.00	602 602-49460-413	1
				INVOICE TOTAL	2,515.00		
				VENDOR TOTAL	2,515.00		
				1430 LEAGUE OF MN CITIES			
257370	1	8/17/17	8/17/17	ADMIN-REGISTRATION	30.00	101 101-41320-331	1
				INVOICE TOTAL	30.00		
				VENDOR TOTAL	30.00		

1480 LOCATORS & SUPPLIES

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
0259033-IN	1	8/17/17	8/17/17	1480 LOCATORS & SUPPLIES ELEC-RED WING BOOT	382.66	604	604	604-49570-193	1
				INVOICE TOTAL	382.66				
				VENDOR TOTAL	382.66				
412256	1	8/17/17	8/17/17	1660 MARSHALL NORTHWEST PIPE F CTY HALL-FAUCET	119.98	101	101	101-41940-401	1
	2			LIB-FAUCET	119.98	101	101	101-45500-401	1
				INVOICE TOTAL	239.96				
				VENDOR TOTAL	239.96				
876788	1	8/17/17	8/17/17	1541 MVTI LABORATORIES INC WT-REGULAR TESTING	21.50	601	601	601-49400-409	1
				INVOICE TOTAL	21.50				
877750	1	8/17/17	8/17/17	WT-REGULAR TESTING	14.40	601	601	601-49400-409	1
	2			SEW-REGULAR TESTING	240.80	602	602	602-49450-409	1
				INVOICE TOTAL	255.20				
				VENDOR TOTAL	276.70				
081717	1	8/17/17	8/17/17	2240 PIONEERLAND LIBRARY SYS. LIB-3RD QTR FUNDING	18,632.50	101	101	101-45500-433	1
				INVOICE TOTAL	18,632.50				
6423	1	8/17/17	8/17/17	LIB-DVD'S	22.99	101	101	101-45500-592	1
				INVOICE TOTAL	22.99				
				VENDOR TOTAL	18,655.49				
2929	1	8/17/17	8/17/17	2670 GREG THOLE ELECTRIC, INC LIQ-STORE LIGHTS	175.65	609	609	609-49750-401	1
				INVOICE TOTAL	175.65				
2946	1	8/17/17	8/17/17	ELEC-UNDERGROUND TO HOUS NEW SERVICE	1,598.47	604	604	604-49570-409	1
				INVOICE TOTAL	1,598.47				
2947	1	8/17/17	8/17/17	POOL-GFI REC 15 AMP	81.39	101	101	101-45124-401	1
				INVOICE TOTAL	81.39				
				VENDOR TOTAL	1,855.51				
081717	1	8/17/17	8/17/17	2830 VERIZON WIRELESS STR-CELL 7/17	62.78	101	101	101-43100-321	1
	2			WT-CELL 7/17	43.56	601	601	601-49400-321	1
	3			SEW-CELL 7/17	43.56	602	602	602-49450-321	1
	4			ELEC-CELL 7/17	67.38	604	604	604-49570-321	1
	5			AMB-CELL 7/17	22.82	201	201	201-44100-321	1
				INVOICE TOTAL	240.10				
				VENDOR TOTAL	240.10				

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PR TOTAL					39,456.67		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					39,456.67		
GRAND TOTALS					39,456.67		

UP CK # 55163-55188

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE									
3420 ALLIANCE INTEGRATED MARKETING									
AIMS2017-3	1	8/22/17	8/22/17	PARKS-BB FIELD VINYL SIG	2,207.89	101		101-45200-443	1
				INVOICE TOTAL	2,207.89				
				VENDOR TOTAL	2,207.89				
230 BITUMINOUS PAVING INC.									
98	1	8/21/17	8/21/17	WT-WATERMAIN REPAIR	727.20	601		601-49430-407	1
				INVOICE TOTAL	727.20				
				VENDOR TOTAL	727.20				
3418 BJORGAN, DARBY									
082217	1	8/22/17	8/22/17	PARKS-FIELD STRIPER/LINE	229.95	101		101-45200-443	1
				INVOICE TOTAL	229.95				
				VENDOR TOTAL	229.95				
320 BREHMER MOTOR SUPPLY									
082117	1	8/21/17	8/21/17	ELEC-WASHERS/NAI	30.95	604		604-49570-210	1
	2			CTY HALL-BIKE REPAIR	20.00	101		101-41940-219	1
	3			PR ARTS-BLEACH	7.99	101		101-45180-219	1
	4			LIQ-LIGHT BULBS	59.88	609		609-49750-210	1
	5			AMB-TISSUE/CLEANERS	32.43	201		201-44100-210	1
	6			POOL-TIMER	21.00	101		101-45124-240	1
	7			WT-HOSE CONNECTOR	19.96	601		601-49440-539	1
	8			POOL-GARBAGE BAGS,PAPER	20.46	101		101-45124-210	1
	9			SEW-CHAIN/CHAIN LUBE	5.67	602		602-49450-221	1
	10			POOL-P TOWELS/SOAP	9.81	101		101-45124-210	1
	11			STR-SPRAY PAINT	11.98	101		101-43100-224	1
	12			POOL-PAPER PRODUCTS/MARK	22.63	101		101-45124-210	1
	13			POOL-WOOD SHIMS	2.59	101		101-45124-219	1
	14			POOL-J HOOK	4.99	101		101-45124-401	1
	15			POOL-PVC HANGERS	9.98	101		101-45124-401	1
	16			CTY HALL-FURNACE FILTER	51.00	101		101-41940-404	1
	17			PR ARTS-FURNACE FILTER	51.48	101		101-45180-404	1
	18			STORM-ROPE	75.00	605		605-49600-404	1
	19			ELEC-SAKRETE	7.99	604		604-49570-227	1
				INVOICE TOTAL	465.79				
				VENDOR TOTAL	465.79				
3342 BUILDERS FIRSTSOURCE									
082217	1	8/22/17	8/22/17	STORM-RETENTION POND	13.88	605		605-49600-224	1
	2			PARKS-BB SHELTER SUPPLIE	138.70	101		101-45200-443	1
	3			PARKS-BB SHELTER SUPPLIE	19.74	101		101-45200-443	1
	4			PARKS-BB SHELTER SUPPLIE	78.06	101		101-45200-520	1
	5			CRDT-BB SHELTER SUPPLIES	78.06	101		101-45200-520	1
	6			PARKS-SHELTER SUPPLIES	82.32	101		101-45200-443	1
	7			PARKS-SHELTER SUPPLIES	40.77	101		101-45200-443	1
	8			PARKS-BB SHELTER SUPPLIE	154.86	101		101-45200-443	1
	9			PARKS-BB SHELTER SUPPLIE	49.14	101		101-45200-443	1
	10			PARKS-SHELTER	222.26	101		101-45200-520	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
	11			PARKS-2X6 BOARDS	31.80	101		101-45200-520	1
	12			PARK-FASCIA	28.14	101		101-45200-520	1
	13			PARKS-BB SHELTER SUPPLIE	62.87	101		101-45200-443	1
	14			PARKS-BATHROOMS	864.56	101		101-45200-520	1
	15			PARKS-BB SHELTER SUPPLIE	2,628.76	101		101-45200-443	1
	16			PARKS-BB SHELTER SUPPLIE	5.37	101		101-45200-443	1
	17			PARKS-BB SHELTER SUPPLIE	71.35	101		101-45200-443	1
	18			PARKS-BB FIELD SHELTER	163.80	101		101-45200-443	1
	19			PARKS-BB SHELTER SUPPLIE	1,510.95	101		101-45200-443	1
	20			PARKS-BB SHELTER SUPPLIE	35.48	101		101-45200-443	1
	21			PARKS-BB SHELTER SUPPLIE	16.17	101		101-45200-443	1
				INVOICE TOTAL	6,140.92				
				VENDOR TOTAL	6,140.92				
082217	1	8/22/17	8/22/17	3419 CLARK, HEIDI PARKS-UPPER DECK HIGH ST	376.40	101		101-45200-443	1
				INVOICE TOTAL	376.40				
				VENDOR TOTAL	376.40				
082117	1	8/21/17	8/21/17	811 FRONTIER COMM OF MN TREAS-PHONE 8/17	25.00	101		101-41510-321	1
	2			ADMIN-PHONE 8/17	327.60	101		101-41320-321	1
				INVOICE TOTAL	352.60				
082117A	1	8/21/17	8/21/17	WT-CIRCUIT 8/17	43.43	601		601-49400-321	1
				INVOICE TOTAL	43.43				
				VENDOR TOTAL	396.03				
4621225	1	8/21/17	8/21/17	3024 HD SUPPLY WATERWORKS WT-END CAP	220.00	601		601-49430-407	1
				INVOICE TOTAL	220.00				
				VENDOR TOTAL	220.00				
082117	1	8/21/17	8/21/17	1029 BART HILL PARKS-BASE FIELD MAINT 2	1,800.00	101		101-45200-406	1
				INVOICE TOTAL	1,800.00				
				VENDOR TOTAL	1,800.00				
082117	1	8/21/17	8/21/17	1181 JUBILEE FOODS ELEC-LIGHTING RETROFIT R	1,950.00	604		604-36232	1
				INVOICE TOTAL	1,950.00				
				VENDOR TOTAL	1,950.00				
4287	1	8/22/17	8/22/17	1370 LARRY'S REFRIG. & HEATING LIB-A/C REPAIR	2,009.56	101		101-45500-404	1
				INVOICE TOTAL	2,009.56				
4292	1	8/22/17	8/22/17	LIB-A/C REPAIR	90.00	101		101-45500-404	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
INVOICE TOTAL					90.00			
VENDOR TOTAL					2,099.56			
1430 LEAGUE OF MN CITIES								
082117	1	8/21/17	8/21/17	COUNC-WORKERS COMP PREM-	3.00	101	101-41110-151	1
	2			TREAS-WORKERS COMP PREM-	2.00	101	101-41510-151	1
	3			ADMIN-WORKERS COMP PREM-	142.00	101	101-41320-151	1
	4			STR-WORKERS COMP PREM-5/	902.00	101	101-43100-151	1
	5			FIRE-WORKERS COMP PREM-5	588.00	101	101-42200-151	1
	6			AMB-WORKERS COMP PREM-5/	829.00	201	201-44100-151	1
	7			SK RINK-WORKERS COMP PRE	61.00	101	101-45127-151	1
	8			PARKS-WORKERS COMP PREM-	66.00	101	101-45200-151	1
	9			POOL-WORKERS COMP PREM-5	200.00	101	101-45124-151	1
	10			HRA-WORKERS COMP PREM-5/	234.00	101	101-46600-484	1
	11			EDA-WORKERS COMP PREM-5/	3.00	211	211-46500-151	1
	12			ELEC-WORKERS COMP PREM-5	686.00	604	604-49570-151	1
	13			WT-WORKERS COMP PREM-5/1	345.00	601	601-49400-151	1
	14			SEW-WORKERS COMP PREM-5/	414.00	602	602-49450-151	1
	15			LIQ-WORKERS COMP PREM-5/	288.00	609	609-49750-151	1
INVOICE TOTAL					4,763.00			
VENDOR TOTAL					4,763.00			
1556 MADISON AMBULANCE SERVICE								
082117	1	8/21/17	8/21/17	AMB-MEAL REIMBURSEMENT	132.76	201	201-44100-332	1
INVOICE TOTAL					132.76			
VENDOR TOTAL					132.76			
1609 MADISON KIWANIS CLUB								
082117	1	8/21/17	8/21/17	ADMIN-KIWANIS MEMBERSHIP	181.00	101	101-41320-433	1
INVOICE TOTAL					181.00			
VENDOR TOTAL					181.00			
1706 MEDIACOM								
082217	1	8/22/17	8/22/17	ADMIN-DIGITAL ADAPTER	4.46	101	101-41320-321	1
INVOICE TOTAL					4.46			
VENDOR TOTAL					4.46			
1920 MN VALLEY REC								
082117	1	8/21/17	8/21/17	SEW-UTILITY EXPENSE	3,592.71	602	602-49450-380	1
INVOICE TOTAL					3,592.71			
082117a	1	8/21/17	8/21/17	SEW-UTILITY EXP	274.69	602	602-49450-380	1
INVOICE TOTAL					274.69			
VENDOR TOTAL					3,867.40			
2291 PRAIRIE FIVE COMMUNITY AC								
082117	1	8/21/17	8/21/17	APPRO-TRANSIT SYSTEM	3,500.00	101	101-46600-491	1
INVOICE TOTAL					3,500.00			

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					3,500.00		
42	1	8/21/17	8/21/17	3389 SCHMITT, RYAN LIB-NEW SIGN	565.00	101 101-24300	1
INVOICE TOTAL					565.00		
VENDOR TOTAL					565.00		
082117	1	8/21/17	8/21/17	2455 SELECT ACCOUNT ADMIN-AUG 17 PART FEE	5.71	101 101-41320-409	1
INVOICE TOTAL					5.71		
VENDOR TOTAL					5.71		
2913	1	8/21/17	8/21/17	2670 GREG THOLE ELECTRIC, INC PARKS-BB FIELD LIGHTS	129.85	101 101-45200-409	1
INVOICE TOTAL					129.85		
VENDOR TOTAL					129.85		
082117	1	8/21/17	8/21/17	3417 TOBIAS DARYL ELEC-HVAC REBATE	525.00	604 604-36232	1
INVOICE TOTAL					525.00		
VENDOR TOTAL					525.00		
082117	1	8/21/17	8/21/17	3022 TUCKETT DANIEL SR. ADMIN-FOLD/STUFF ENV-8/1	150.00	101 101-41320-202	1
INVOICE TOTAL					150.00		
VENDOR TOTAL					150.00		
082217	1	8/22/17	8/22/17	2940 WESTERN GUARD ELEC-BRIGHT ENERGY AD	65.81	604 604-49590-351	1
	2			ADMIN-WINDOW ENVELOPES	199.00	101 101-41320-201	1
INVOICE TOTAL					264.81		
68354	1	8/22/17	8/22/17	AMB-REAM COPY PAPER	7.00	201 201-44100-210	1
INVOICE TOTAL					7.00		
VENDOR TOTAL					271.81		
BANK 1 - KLEIN/UNITED PR TOTAL					30,709.73		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					30,709.73		
GRAND TOTALS					30,709.73		

SCHEDULED CLAIMS LIST

UP CK# 55189-55194

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
082317	1	8/23/17	8/23/17	BANK 1 - KLEIN/UNITED PRAIRIE 110 ARCTIC GLACIER USA, INC LIQ-ICE EXPENSE	189.52 189.52	609 609-49750-251	1
				INVOICE TOTAL	189.52		
				VENDOR TOTAL	189.52		
082317	1	8/23/17	8/23/17	190 BEVERAGE WHOLESALERS LIQ-BEER EXPENSE INV#665106/666196	4,265.20 4,265.20	609 609-49750-251	1
				INVOICE TOTAL	4,265.20		
				VENDOR TOTAL	4,265.20		
082317	1	8/23/17	8/23/17	3381 COCA-COLA BOTTLING LIQ-POP EXPENSE	24.75 24.75	609 609-49750-251	1
				INVOICE TOTAL	24.75		
				VENDOR TOTAL	24.75		
082317	1	8/23/17	8/23/17	1160 JOHNSON BROS-ST.PAUL LIQ-LIQUOR EXP INV#5795088/2212564	879.20 879.20	609 609-49750-251	1
				INVOICE TOTAL	879.20		
				VENDOR TOTAL	879.20		
082317	1	8/23/17	8/23/17	1560 MADISON BOTTLING CO. LIQ-BEER EXP INV#318907/319227	6,875.50 6,875.50	609 609-49750-251	1
				INVOICE TOTAL	6,875.50		
				VENDOR TOTAL	6,875.50		
082317A	1	8/23/17	8/23/17	1865 MN ENERGY RESOURCES PR ARTS-NAT GAS 7/17	53.44 53.44	101 101-45180-380	1
				INVOICE TOTAL	53.44		
082317B	1	8/23/17	8/23/17	CTY HALL-NAT GAS 7/17	53.44 53.44	101 101-41940-380	1
				INVOICE TOTAL	53.44		
082317C	1	8/23/17	8/23/17	WT-NAT GAS 7/17	53.44 53.44	601 601-49400-380	1
				INVOICE TOTAL	53.44		
082317D	1	8/23/17	8/23/17	LIQ-NAT GAS 7/17	24.58 24.58	609 609-49750-380	1
				INVOICE TOTAL	24.58		
082317E	1	8/23/17	8/23/17	STR-NAT GAS 7/17	33.67	101 101-43100-380	1
	2			ELEC-NAT GAS 7/17	33.66	604 604-49570-380	1
				INVOICE TOTAL	67.33		
082317F	1	8/23/17	8/23/17	FIRE-NAT GAS 7/17	58.74 58.74	101 101-42200-380	1
				INVOICE TOTAL	58.74		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
082317G	1	8/23/17	8/23/17	FIRE-NAT GAS 7/17	57.42	101 101-42200-380	1
				INVOICE TOTAL	57.42		
				VENDOR TOTAL	368.39		
				BANK 1 - KLEIN/UNITED PR TOTAL	12,602.56		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	12,602.56		
				GRAND TOTALS	12,602.56		