

**City Council Meeting Agenda
City Council Chambers
November 21, 2016**

Page	5:00 pm Personal Committee Meeting - LELS Contract		
	1.	5:30 p.m. Call the Meeting to Order at the Benson City Council Chambers (Mayor)	
	2.	Pledge of Allegiance	
	3.	Approval of Agenda Additions? <input type="checkbox"/> None 1. _____ 2. _____ Any Consent Agenda items to be moved to a regular agenda item? Approval of Agenda ____ as Presented or ____ Revised	Action Requested
	4.	Consent Agenda:	Action Requested
	a.	Minutes:	
2-4		▪ 11.07.16 City Council Minutes	
5		▪ 11.03.16 Safety Committee Minutes	
	b.	Correspondence:	
6-7		▪ MnDOT Office of Aeronautics Airport Waiver 8-10	
8-10		▪ Minnesota Pollution Control Agency Permit to Discharge	
11-12		▪ Moss & Barnett Update on Charter Renewal Process	
13		▪ Public Works Report	
14		▪ Police Report	
	5.	Persons with unscheduled Business to Come Before the City Council	
15-26	6.	Consider 2 nd Reading of the Amended Tobacco Ordinance	Action Requested
	7.	Armory Architect (Pending)	Information Only
27-30	8.	Girls Ranch Annexation	Action Requested
31-35	9.	Coalition of Minnesota Cities Environmental Action Fund	Action Requested
36-43	10.	Small Cities Development Program 2017 Preliminary Proposal	Action Requested
	11.	Consider Approving LELS Contract	Action Requested
44	12.	Police Officer Declaration	Action Requested
	13.	Continued Discussion on Joint City/School Board Proposal	Information Only
45-63	14.	October Budget Report	Information Only
64-79	15.	Bills & Warrants	Action Requested
	16.	Adjourn: Mayor	

DRAFT

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
NOVEMBER 7, 2016**

The meeting was called to order at 5:30 p.m. by Mayor Landmark. Members present: Terri Collins, Jack Evenson, Stephanie Heinzig, Gary Landmark & Sue Fitz. Members Absent: None. Also present: City Manager Rob Wolfington and Assistant City Attorney Ben Wilcox.

The Council recited the Pledge of Allegiance.

Mayor Landmark asked for any additions to the agenda. Wolfington asked to add a pay request from Rosenbauer for the ladder truck chassis and also time at the end of the agenda for project updates. No consent agenda items were moved to the regular agenda. A motion was made by Evenson, seconded by Collins and carried unanimously to approve the amended agenda as presented. It was moved by Fitz, Seconded by Evenson and carried unanimously to approve the following items on the Consent Agenda:

- October 18, 2016 City Council Minutes
- October 25, 2016 Special City Council Minutes
- October 3, 2016 Planning Commission Minutes
- Thank-You Letter to Agralite
- Countryside Public Health 2017 Annual Tobacco Compliance Agreements
- FAA Permit for the Helipad

The Mayor asked for people with unscheduled business, to which there were none.

Wolfington informed the Council of a letter received from the Minnesota Department of Health stating the City is still having trouble with an increased level of copper in the drinking water. We have increased the polyphosphate in the water supply, and will continue to work with the Department of Health to remedy this problem.

Wolfington said the state legislators suspended funding for the highway bill by not making a decision on it. This means the 2017 highway project in Benson could be in jeopardy. MnDOT employees said they are going to continue to bid the project with confidence it will be approved in January. The concrete portion of the project isn't affected by this bill, only the asphalt part.

It was moved by Evenson, seconded by Heinzig and carried unanimously to set a Special joint City Council-Benson School Board meeting for November 15, 2016 at 5:30 p.m. in the Council Chambers.

Wolfington brought a Data Practices Policy to the Council which covers Data Practices for the members of the public and data subjects. Wilcox approached the Council and said the policy defines how we handle data requests. The Police have their own policy on this. After discussion, it was moved by Fitz, seconded by Collins and carried unanimously to approve the Data Practices Policy as presented.

Next was an estimate to tear down the property at 1620 Utah Avenue. Demolition was a better option than burning it as the properties are close in that neighborhood and disposal of ash is expensive and time consuming. It was moved by Evenson, seconded by Heinzig and carried unanimously to approve the quote for demolition from T & K Kennedy Excavating, Inc. in the amount of \$8,760.00.

Wilcox discussed the dilapidated property at 1004 – 13th St. N. The building inspector reported there is evidence unauthorized people have been in this house and the floors are unsound, which poses imminent danger. After discussion, Councilmember Collins offered the following resolution:

**RESOLUTION TO IMMEDIATELY ABATE PUBLIC NUISANCE
(RESOLUTION NO. 2016-31)**

WHEREAS, the City Council of the City of Benson was presented with an inspection report drafted by Mike Jacobson, City Building Inspector, regarding the structures on the above described property; and,

WHEREAS, the City Building Inspector's report relates to the property located at 1004 13th St. N. in Benson, legally described as Part of the NE ¼ of the NW ¼ of Section 5, Township 121, Range 39 beginning at a point 833.6 feet N from the NW corner of Block 9, Second Railway Addition to the City of Benson; thence E 300 feet; thence S 60 Feet; thence E 20.1 feet; thence N 212.9 feet; thence W 111.4 feet; thence S 18.1 feet; thence W 208.7 feet; thence S 134.8 feet to the point of beginning, Swift County, Minnesota; and,

WHEREAS, the Inspector's Report shows that the structures on the above described property are in a state of advanced disrepair to the point of creating a public nuisance which poses an imminent and serious hazard to human life or safety. The report also shows that unauthorized persons have been entering the structures; and,

WHEREAS, City of Benson Code section 93.08 allows the City, without notice or process, to immediately abate any condition which poses an imminent and serious hazard to human life or safety;

NOW THEREFORE, pursuant to Chapter 93 of the City of Benson Code of Ordinances, The City Council of the City of Benson, Minnesota resolves:

1. That the conditions on the above-described property constitute a public nuisance which poses an imminent and serious hazard to human life or safety.
2. That the City is authorized to immediately abate this public nuisance without notice or process.

Councilmember Evenson seconded the foregoing Resolution and the following vote was recorded: AYES: Collins, Heinzig, Evenson, Fitz, Landmark. NAYES: None. Thereupon the Mayor declared Resolution 2016-31 duly passed and adopted.

Wolfington discussed the contract we have with Case New Holland (CNH) at the Civic Center. CNH has called to our attention we have several leaks in the roof of the Civic Center, which is causing issues with their inventory. We recently have replaced/repared three furnaces at a cost of \$4,000, as well as updated lighting fixtures. The estimate to replace the roof above the north end of the Civic Center is \$100,000. Wolfington discussed going out for bids, and awarding the work in February 2017, and suggested using general fund reserves for this project. After discussion, it was moved by Fitz, seconded by Collins and carried unanimously to approve going out for bids for the Civic Center roof replacement.

Next was a change order request from O'Day Equipment on the diesel tank replacement project at the power plant. They discovered there was a needed to change the size of the connector used to fill the tank from 2' to 3". It was moved by Evenson, seconded by Heinzig and carried unanimously to approve the change order in the amount of \$521.69.

Wolfington presented pay request #1 from O'Day Equipment for work on the power plant diesel fuel tank. It was moved by Evenson, seconded by Collins and carried unanimously to approve pay request #1 from O'Day Equipment in the amount of \$35,217.15.

Next was a pay request from Rosenbauer South Dakota, LLC for the chassis payment on the Fire Department ladder truck. It was moved by Evenson, seconded by Fitz and carried unanimously to approve the first payment on the ladder truck to Rosenbauer South Dakota, LLC in the amount of \$260,378.00.

Wolfigton gave updates on several projects.

There being no other business, a motion was made by Fitz, seconded by Evenson and carried unanimously to adjourn the meeting at 5:48 p.m.

City Clerk

Mayor

u

Safety Committee Meeting
Thursday, November 3, 2016
9 AM

Members Present: Rob Wolfington, Mike Hoffman, Wade Ascherman, Ian Hodge, Russ Borstad, Dan Gens, and Val Alsaker

Members Absent: Shawn Wilson, Dave Johnson & Tom Lee.

Old Business

1. Check lists were turned in from Streets, Liquor and Wastewater with no noted issues. Water Department is having new tires put on a pickup, and new glass installed in the backhoe. There were no check lists from Parks, Power Plant or Liquor.
2. Snow stops for the new street building were discussed. There are plans to do some roof work on the Civic Center roof, and Rob suggested we ask the bidder to price snow stops at that time.
3. Electronic exit signs have been installed by the Bus entrance in the Street garage.
4. There have been security key pads installed on two doors on the new Street Garage addition, and Wastewater plant.

New Business

1. Val notified the Committee the next CHEW class will be November 15, 2016 at noon in the Fire Hall.
2. There was an incident of a Parks worker helping someone at the Cemetery register. When he got on his mower, he accidentally went into reverse instead of forward, hitting the bench, breaking a leg on the bench. The second incident was a Police Officer getting scratched dealing with a combative suspect. Another incident was discussed about an employee mowing, stopped mowing to take a broken branch out of a tree. When the branch gave way, the employee fell backward onto the mower, becoming bruised on his side. Each incident was discussed. There was also discussion about the line crew conducting utility shut-offs and safety in approaching a home.
3. New reflective sweatshirts were recently purchased.
4. Val reminded everyone about cold weather and dressing properly, and to be careful.

Other Business

There being no other business, the meeting was adjourned at 9:38 a.m.



Minnesota Department of Transportation

Office of Aeronautics

Mail Stop 410
222 East Plato Boulevard
Saint Paul, MN 55107-1618

Phone: 651-234-7200

Fax: 651-234-7261

November 2, 2016

Dan Gens
Benson Municipal Airport
1410 Kansas Ave
Benson, MN 56215

Dear Dan Gens:

As discussed during our recent October 27th, 2016 needs meeting, MnDOT Aeronautics is willing to waive the existing approach obstruction to Runway 32 known as 20th Street Northwest. You'll find the waiver enclosed. Please keep this waiver with your airport files for future reference.

Please contact me if you have any questions or if I can be of any further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read 'C. Meyer'.

Christopher C. Meyer
Aviation Representative

Enclosures (1)

STATE OF MINNESOTA

WAIVER OF MINNESOTA RULES

COUNTY OF RAMSEY

CHAPTER 8800

WHEREAS, Minnesota Rule 8800.1600, Subp. 5 sets forth as licensing requirements for public-use airports certain minimum clearances from obstructions (specifically, minimum approach surface clearance as described in Minnesota Rule 8800.1200, Subp. 5, item D).

WHEREAS, MnDOT's Office of Aeronautics Director possesses, pursuant to Minnesota Statutes Chapter 360, the authority and discretion to waive and suspend such minimum standards in appropriate circumstances, and;

WHEREAS, the approach to Runway 32 at the Benson Municipal Airport does not meet the 34:1 approach clearance currently required by Minnesota Rules;

WHEREAS, the obstruction to the approach to Runway 32 is a road known as 20th Street Northwest, has existed for over 20 years without any known conflicts between traffic on the road and airplanes approaching the runway,

NOW, THEREFORE, IT IS ORDERED that the minimum approach slope required by Minnesota Rule 8800.1600, Subp. 5 is waived and suspended for the approach to Runway 32 due to 20th Street Northwest at the Benson Municipal Airport until further order of the Office of Aeronautics Director.

DATE November 1, 2016


Cassandra Isackson
Director, Office of Aeronautics
Minnesota Department of Transportation



Minnesota Pollution Control Agency

Duluth Office | 525 Lake Avenue South | Suite 400 | Duluth, MN 55802 | 218-723-4660

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

November 4, 2016

Mr. Chad Friese
General Manager
Chippewa Valley Ethanol Co
270 20th Street NW
Benson, Minnesota 56215

RE: Draft Reissued NPDES/SDS Permit No. MN0062898
T122N, R40W, Section 36, Benson, Swift County, Minnesota

Dear Mr. Friese:

Minnesota Pollution Control Agency (MPCA) staff recently completed a review of your National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) permit application. Enclosed is a draft of the reissued permit and public notice for your facility. Please carefully review these documents.

If you have any questions regarding any of the terms and conditions of the draft permit, please contact Jim Strudell at 651-757-2764.

Sincerely,

A handwritten signature in black ink that reads "Jeff Udd".

This document has been electronically signed.

Jeff Udd, P.E.
Supervisor, Water Quality Permits Unit
Water Section
Industrial Division

JU/JS:Img

Enclosures: Draft Permit and Public Notice

cc: Robert Jewell, Chippewa Valley Ethanol Co



General information

Public comment period begins: November 4, 2016

Public comment period ends: 4:30 p.m. on December 5, 2016

Current permit issued: May 10, 2002

Current permit expiration date: April 30, 2007

Name and address of Permittee:

Chippewa Valley Ethanol Co LLLP
270 20th Street NW
Benson, Minnesota 56215

Facility name and location:

Chippewa Valley Ethanol Co LLLP
270 20th Street NW
Benson, Minnesota 56215-1039
Swift County
T121N, R40W, Section 012

MPCA contact person:

Jim Strudell
Industrial Division
Minnesota Pollution Control Agency
520 Lafayette Road
St. Paul, Minnesota 55155
Phone: 651-757-2764
Email: jim.strudell@state.mn.us

File manager phone:
651-757-2728 or 1-844-828-0942

The Minnesota Pollution Control Agency (MPCA) Commissioner has made a preliminary determination to reissue this permit for a term of five years. A draft permit is available for review on the MPCA Public Notices webpage at <http://www.pca.state.mn.us/publicnotices> or at the MPCA office address listed under the MPCA contact person. The MPCA will mail or email a copy of the draft permit upon request. Comments, petitions, and other requests must be received at the MPCA in writing on or before the public comment period end date and time identified above.

Watershed: Chippewa River

Receiving water: Unnamed ditch to unnamed wetlands to Chippewa River

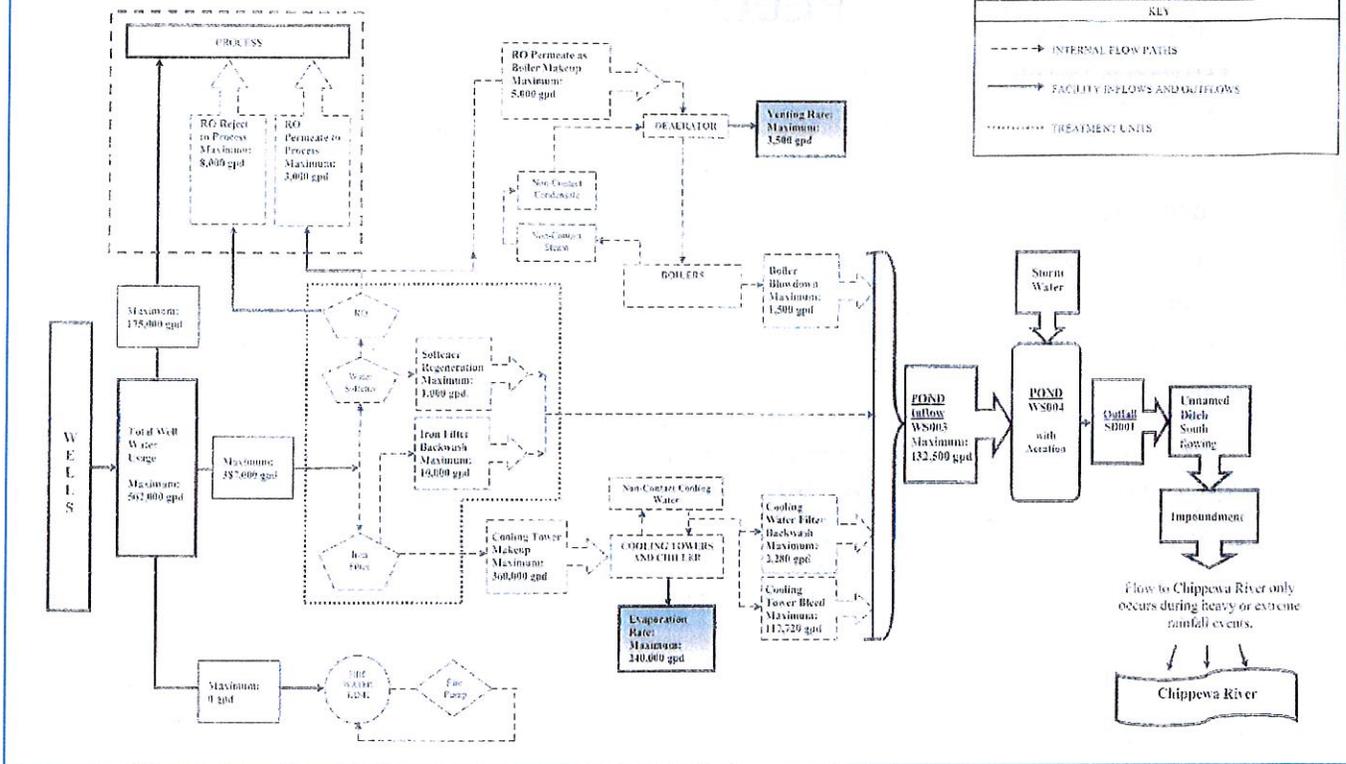
Description of permitted facility

The principal activity at this facility is the production of undenatured ethanol (for fuel use), industrial grade alcohol and beverage grade alcohol, utilizing corn, wheat, and rye. The process employs dry milling techniques and fermentation. The facility coproduces Distiller's Dried Grain with Solubles (DDGS) and syrup used for animal feed, as well as corn oil. The fuel for the facility is supplied by natural gas and propane.

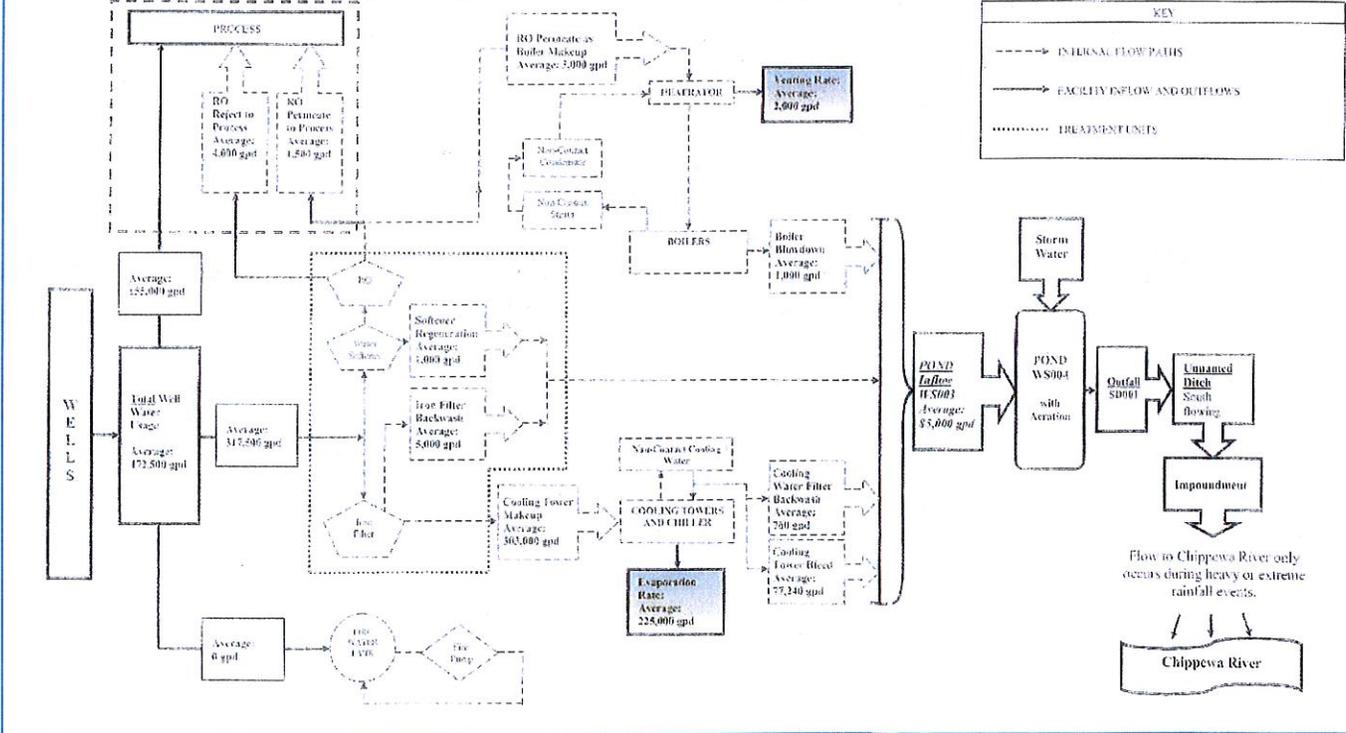
The non-potable source water for the facility is supplied, at a design rate of 200 million gallons per year, by four production wells in the Middle Benson and one production well in the Lower Benson unconfined glacial Aquifers. These two different aquifer supplies are not mixed, but instead are pumped on a timetable that alternates between the two aquifers on a monthly timeframe.

The water supply is treated with air oxidation and multi-media filtration to supply the cooling tower. The water supply also is treated by ion exchange softening and reverse osmosis to supply the boiler and ethanol production process. The reverse osmosis system reject brine is routed to the ethanol production process, as shown in the following diagrams:.

Plant Water Systems (Proposed Maximum – Cooling Tower COC: 3.00 Makeup to Bleed Ratio)



Plant Water Systems (Proposed Average – Cooling Tower COC: 3.88 Makeup to Bleed Ratio)



MEMORANDUM

To: Rob Wolfington
From: Brian T. Grogan
Date: November 15, 2016
Re: Update on Charter Renewal Process

On Thursday, November 10, 2016 I met with representatives of Charter Communications. Present at the meeting: Tom Bordwell, Minnesota Director, Government Affairs; Gary Underwood, Jr., Regional Vice President, Government Affairs; and Paul Abbott, Vice President, Local Government Affairs & Franchising. Mr. Bordwell is located in Minnesota whereas Mr. Underwood is located in Ohio and Mr. Abbott is located Washington, DC. Together these individuals represent the key decision makers for Charter's franchise renewal processes following the acquisition of Time Warner Cable. This new Charter administrative team will determine those franchise provisions which Charter will accept/reject in renewal negotiations. Of this team, Mr. Bordwell is the most familiar with Minnesota cable operations having worked in Minnesota for a number of years. Mr. Underwood and Mr. Abbott are experienced and familiar with cable franchising at the national level but have not had as much direct experience with Minnesota franchise renewals.

Charter representatives asked for the meeting which began by describing the new internal organization structure at Charter Communications and how Charter plans to address decision making on local franchising. Charter has, over the past several years, developed model template franchises which they prefer to utilize in virtually all of their franchise renewals in an effort to retain consistency from jurisdiction to jurisdiction throughout their national footprint. This concern over franchise consistency has become even more important to Charter given the acquisition of Time Warner Cable and the increasing number of cable franchises which they now control.

We also discussed recent franchise renewals that I have handled in Minnesota in the cities of St. Cloud and Rochester. While Charter acknowledges those recent Minnesota franchise renewals, Charter emphasized that its new management team does not believe those cable franchises represent a good starting point for renewal negotiations. Rather, Charter would prefer to work off of their new template franchise. I expressed concerns to Charter that having reviewed a recent version of Charter's template, I did not believe it adequately addressed many municipal concerns and, in certain cases, represented significant steps backward from the existing cable franchises that Charter currently has in place.

We discussed the opportunity to reach agreement on certain standard contract terms and provisions such as insurance, indemnification, grants of authority and enforcement leaving the more unique franchise provisions regarding PEG access, franchise fee compensation, right-of-

November 15, 2016

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way control and other related issues for city by city discussions. Charter seemed interested in that approach and willing to work with Minnesota cities to try to complete the outstanding franchise renewals as quickly as possible. I expressed a similar desire on behalf of my Minnesota clients and committed to provide a list of key terms and provisions that are generally dealt with in every franchise renewal in hopes that the parties could perhaps reach agreement on those issues before moving to the more unique city issues. Charter agreed that that approach was logical and agreed to offer its set of deal point issues.

It is worth noting that, to the best of my knowledge, Charter has not utilized its model template franchise in any Minnesota jurisdiction. Charter indicated that it had not actually completed many recent franchise renewals since the merger with Time Warner. The delay in completing franchise renewals was due in part to establishing the company's new internal structure and management team.

I emphasized during the meeting the fact that while Charter is the same entity dealing with every renewal, each of my cities are unique with individual managers, elected officials and philosophies regarding how best to complete franchise renewal and regulate the provision of cable services in the city. Moreover, many of the cities I represent have existing competitors which may have recently renewed cable franchises therefore complicating the issues. Cities generally desire to maintain a level playing field regarding the regulations applicable to all cable operators within the city, but do not desire to undue recently completed renewal with other cable operators. As a result, a "one size fits all" Charter template most certainly will not work for many jurisdictions.

I will be in touch with your city in the near future to determine how best to move forward on the renewal process and discuss options for completing the process as soon as possible. In the meantime, it is certainly possible that Charter may contact your community directly regarding franchise renewal. As we may have discussed in the past, it is most helpful if any of those communications can go through a single point of contact at the city so that decisions can be made with the benefit of understanding the existing cable franchises in place and the issues of greatest importance to the city.

If you should have any questions regarding this memo or if I can provide additional information, please feel free to contact me.

3418507v1

Public Works Report November 21, 2016

Electric:

- Tear down of old lines and poles has begun on this year's project. The plan is to have everything complete before the ground is too frozen.
- Bulb replacement will be done on bad days as Christmas Lights will be going up soon.
- The new diesel tank has been installed and is in operation. Final walk through and training is scheduled to be completed on the 21st. somewhere in the week of the 21st the old tanks will be removed and weather permitting the site will be cleared and leveled. Great improvement for appearance, safety and operation.

Parks:

- Mowing is finally done for the year. Mowers are being put away and blowers and brooms are being brought out. Parks did a great job this year of keeping up with mowing and trimming while also accomplishing many other tasks around town. Things are looking sharper.
- The nurseries have been getting some attention lately. Parks has done a bunch of trimming which looks nice. They also planted trees on the old Parks building lot and the Dog Park with a little help from Streets.

Water:

- MDH came by for the annual inspection. All is well and we just need to stay the course and stay in touch. Communication always keeps the ball rolling in the right direction.
- Everything is winterized. Parks are blown out, dead ends have been flushed, and wet hydrants have been pumped. We do have one water line at the wastewater treatment plant left to deal with and then we should be ready for the cold.

Wastewater:

- Sludge hauling went off without a hitch. Good job.
- Winterizing has been completed on wastewater end also.

Streets:

- I gave this crew a huge list of things to complete before Mother Nature put them in the seats of snowplows. They completed almost the whole list (stop signs are still a work in progress). These guys work like there are twice as many of them and just get things done.

All of the crews did a great job and put a good summer behind them!!

Council Report 11/17/16

The following is a summary of Police Dept activities for the month of October 2016.

BPD Officers conducted 154 Traffic Stops in October 2016, in October of 2015, BPD conducted 145 Traffic stops.

BPD Officers arrested 1 person for DUI in October 2016. BPD had 0 people arrested for DUI in October 2015.

BPD Officers issued 44 traffic and non-traffic citations in October 2016, 113 Citations were issued in October 2015.

BPD Officers were involved in 14 Domestic incidents in October 2016, 5 Domestic incidents in October 2015.

BPD Officers arrested 2 people in October 2016, 7 in October 2015.

BPD Officers were overall involved in 544 incidents in October 2016, and 486 in October 2015.

Rob Wolfington

From: Ashlie Johnson <Ashlie@counttryside.co.swift.mn.us>
Sent: Tuesday, November 08, 2016 2:18 PM
To: Rob Wolfington
Subject: Benson Tobacco
Attachments: City of Benson - Draft Tobacco Ordinance - PHLC Comments - 11-16.docx

Hi Rob,

This copy of the tobacco ordinance includes the Pharmacy and the 300 ft from youth orientated facilities.

I have a meeting with Tim Mattheisen on Tuesday-November 15th to see if he will be renewing his tobacco license or what we will do from there with the ordinance, if this is something the City Council is interested in. That way we will be prepared on November 21st.

Flavoring Wording:

Here are the examples of flavoring wording if Benson is interested in these topics- I have an example of including menthol and excluding menthol flavors.

If Benson chooses to include Menthol/Mint Flavoring in a flavored product restriction this could cause a lot of push over from the city, retailers, and possibly the state down the road. If Benson feels strongly enough about this restriction-we can talk about that. I am also including the wording for flavored product restrictions other than menthol and mint: such as peach, grape, and watermelon- these are targeted towards youth.

*Public Health Law Center: As we discussed during our conversation, local efforts that restrict the sale of flavored products face the possibility of challenge. This can be true in places (such as Minnesota) where courts have not yet considered these issues. And it may be especially true when menthol products are included in the restriction. A law can be challenged when the authority to adopt it is quite clear and strong, or even when courts in other jurisdictions have already upheld similar restrictions. The threat of a possible challenge does not need to dissuade local efforts. But, it is important for any city or county considering a flavored restriction to understand the full context and have both interest and the capacity to implement the restrictions and defend them if that becomes necessary.

We can discuss this on the 21st- See you then!

Flavored Product Restrictions

Definition 1 - Menthol/Mint Exemption

FLAVORED PRODUCT. Any licensed product that contains a taste or smell, other than the taste or smell of tobacco, menthol, mint, or wintergreen, that is distinguishable by an ordinary consumer either prior to or during the consumption of the product, including, but not limited to, any taste or smell relating to chocolate, cocoa, vanilla, honey, fruit, or any candy, dessert, alcoholic beverage, herb, or spice. A public statement or claim, whether express or implied, made or disseminated by the manufacturer of a licensed product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such products, that a licensed product has or produces a taste or smell other than tobacco, menthol, mint, or wintergreen, will constitute presumptive evidence that the product is a flavored product.

Definition 2 - Menthol/Mint Included in Sales Restriction

FLAVORED PRODUCT. Any licensed product that contains a taste or smell, other than the taste or smell of tobacco, that is distinguishable by an ordinary consumer either prior to or during the consumption of the product, including, but not limited to, any taste or smell relating to menthol, mint, wintergreen, chocolate, cocoa, vanilla, honey, fruit, or any candy, dessert, alcoholic beverage, herb, or spice. A public statement or claim, whether express or implied, made or disseminated by the manufacturer of a licensed product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such products, that a licensed product has or produces a taste or smell other than tobacco will constitute presumptive evidence that the product is a flavored product.

Sales Restriction

§ _____ **PROHIBITED SALES**

() Flavored Products. No person shall sell, offer for sale, or otherwise distribute any flavored products. This prohibition does not apply to retail establishments that:

- (1) Prohibit minors from entering at all times; and*
- (2) Derive at least ninety (90) percent of their revenues from the sale of licensed products.*

Any retail establishment that sells flavored products must provide upon request financial records that document annual sales.

Ashlie Johnson

Health Educator
SHIP Co-Coordinator
Countryside Public Health
201 13th St. S
Benson, MN 56215
Phone: 320-843-4546 ext. 224
Email: Ashlie@countryside.co.swift.mn.us



"An ounce of prevention, is worth a pound of cure."-Benjamin Franklin

CHAPTER 112: TOBACCO AND RELATED DEVICES AND PRODUCTS

Section

112.01 Purpose

112.02 Definitions

112.03 License Required

112.04 Application, Issuance, and Conditions of License

112.05 License Fee

112.06 Basis for Denial

112.07 Prohibited Sales

112.08 Responsibility

112.09 Employee Education and Training

112.10 Compliance Checks and Inspections

112.11 Prohibited Acts

112.12 Exceptions and Defenses

112.99 Violations and Penalties

§ 112.01 PURPOSE.

(A) Tobacco is the leading cause of preventable death in Minnesota and the United States. Preventing tobacco use among young people is critical to ending the U.S. tragedy of deaths from tobacco-related causes. Because the City of Benson recognizes that many persons under the age of 18 years purchase or otherwise obtain, possess, and use tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products, and the sales, possession, and use violates both state and federal laws; and because studies, which are hereby accepted and adopted, (i.e. CDC, Minnesota Department of Public Health/ASSIST) have shown that most smokers begin smoking before 18 years of age and those persons who have reached the age of 18 years without starting smoking are significantly less likely to begin smoking; and because tobacco has been shown to be the cause of several serious health problems which place a financial burdens to all levels of government; this chapter shall be intended to regulate sale, possession, and use of tobacco, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products for the purpose of enforcing and furthering existing laws, to protect minors against the serious effects associated with illegal use of tobacco and related devices and products, and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to smoke as stated in Minn. Stat. § 144.391.

(B) The enactment of this chapter directly pertains to and is in furtherance of the health, safety, and general welfare of the residents of the city, particularly those residents under 18 years of age.

§ 112.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

CHILD-RESISTANT PACKAGING. Packaging that meets the definition set forth in Code of Federal Regulations, title 16, section 1700.15(b), as in effect on January 1, 2015, and was tested in accordance with the method described in Code of Federal Regulations, title 16, section 1700.20, as in effect on January 1, 2015.

COMPLIANCE CHECKS. The system the city uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this ordinance. ***COMPLIANCE CHECKS*** shall involve the use of minors as authorized by this ordinance. ***COMPLIANCE CHECKS*** shall also mean the use of minors who attempt to purchase licensed products for educational, research and training purposes as authorized by state and federal laws. ***COMPLIANCE CHECKS*** may also be conducted by other units of government for the purpose of enforcing appropriate federal, state or local laws and regulations relating to licensed products.

ELECTRONIC DELIVERY DEVICES. Any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of aerosol or vapor from the product. ***ELECTRONIC DELIVERY DEVICES*** includes any component part of a product, whether or not marketed or sold separately. ***ELECTRONIC DELIVERY DEVICES*** does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.

INDOOR AREA. All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent. A standard (0.011 gauge with an 18 by 16 mesh count) window screen is not considered a wall.

LICENSED PRODUCTS. The term that collectively refers to tobacco, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products.

LOOSIES. The common term used to refer to a single or individually packaged cigarette, or any other licensed product that has been removed from its intended retail packaging and offered for sale.

MINOR. Any natural person who has not yet reached the age of 18 years.

MOVEABLE PLACE OF BUSINESS. Any form of business operated out of a kiosk, truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

NICOTINE OR LOBELIA DELIVERY PRODUCTS. Any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco or an electronic delivery device as defined in this section. **NICOTINE OR LOBELIA DELIVERY PRODUCTS** does not include any product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for tobacco use cessation or for other medical purposes, and is being marketed and sold solely for that approved purpose.

PHARMACY. A place of business in which prescription drugs are prepared, compounded, or dispensed by or under the supervision of a pharmacist and from which related clinical pharmacy services are delivered.

RETAIL ESTABLISHMENT. Any place of business where licensed products are available for sale to the general public. The phrase shall include but not be limited to grocery stores, convenience stores, gasoline service stations, bars, and restaurants.

SALE. Any transfer of goods for money, trade, barter or other consideration.

SELF-SERVICE MERCHANDISING. Open displays of licensed products in any manner where any person shall have access to the licensed products without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the licensed product between the customer and the licensee or employee. Self-service sales are interpreted as being any sale where there is not an actual physical exchange between the clerk and the customer.

SMOKE or SMOKING. Inhaling or exhaling smoke from any lighted or heated cigar, cigarette, pipe, or any other tobacco, plant, or synthetic product, or inhaling or exhaling aerosol or vapor from an electronic delivery device. **SMOKING** includes being in possession of a lighted or heated cigar, cigarette, pipe, or any other tobacco, plant, or synthetic product intended for inhalation, or an electronic delivery device that is turned on or otherwise activated.

TOBACCO or TOBACCO PRODUCTS. Any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including but not limited to cigarettes, cigars, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready-rubbed, or other smoking tobacco, snuff, snuff flower, cavendish, plug and twist tobacco, fine cut and other chewing tobaccos, shorts, refuse scraps, clippings, cuttings, and sweepings of tobacco, and other kinds and forms of tobacco. **TOBACCO** does not include any product that has been approved by the United States Food and Drug

Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

TOBACCO-RELATED DEVICES. Any pipe, rolling papers, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. ***TOBACCO-RELATED DEVICES*** includes components of tobacco-related devices which may be marketed or sold separately.

VENDING MACHINE. Any mechanical, electric or electronic, or other type of device which dispenses licensed products upon insertion of money, tokens, or any other form of payment directly into the machine by the person seeking to purchase the licensed product.

§ 112.03 LICENSE REQUIRED.

No person shall sell, offer to sell, or otherwise dispose of any tobacco, tobacco-related device, electronic delivery device, or nicotine or lobelia delivery product at any place in the city unless a license therefor shall first have been obtained.

§ 112.04 APPLICATION, ISSUANCE AND CONDITIONS OF LICENSE.

(A) License application. Application for such license shall be made to the Clerk on a form supplied by the City. Such application shall state the full name and address of the applicant, the location of the building and the part intended to be used by the applicant under such license, the kind of business conducted at such location, and such other information as shall be required by the application form. The applicant is required to sign a statement acknowledging that, as a condition of licensing, each merchant will at least once each year, undergo an unannounced compliance check conducted by or under the authority of the city using minors over the age of 15 years but under the age of 18 years. Upon the filing of the application with the Clerk and completion of a brief written questionnaire covering applicable law, the application shall be presented to the Council for consideration.

(B) Action. The City Council or its designee may either approve or deny the license, or it may delay action for such reasonable period of time as necessary to complete any investigation of the application it deems necessary. If the City Council shall approve the license, the City Clerk shall issue the license to the applicant upon payment of the required fee. If the license is denied, notice of the denial shall be given to the applicant along with the notice for the applicant's right to appeal the decision.

(C) Term. Every license shall expire on December 31 after its issuance.

(D) Transfers. All licenses issued shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person shall be valid.

(G) *Moveable place of business.* No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed.

(H) *Display.* All licenses shall be posted and displayed in plain view of the general public on the licensed premise.

(I) *Renewals.* The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least 30 days but no more than 60 days before the expiration of the current license.

(J) *Issuance as privilege and not a right.* The issuance of a license shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

(K) *Revocation or suspension.* Every such license may be revoked or suspended by the Council for a violation of any provision of this code if the licensee has been given reasonable notice and an opportunity to be heard.

(L) *Proximity to youth-oriented facilities.* No license shall be granted to any person for any location that is within **three hundred (300) feet** of a school, playground, house of worship, or other youth-oriented facility, as measured by the shortest line between the space to be occupied by the proposed licensee and the occupied space of the school, playground, house of worship, or other youth-oriented facility. This restriction does not apply to an applicant who has been licensed to sell licensed products at that location for at least one year before the date this section was enacted into law. For the purpose of this section, a youth-oriented facility is defined to include any facility with residents, customers, visitors, or inhabitants of which 25 percent or more are regularly under the age of 21 or which primarily sells, rents, or offers services or products that are consumed or used primarily by persons under the age of 21.

(M) *Pharmacies ineligible for license.* No license will be granted to any pharmacy or any retail establishment that operates or contains an on-site pharmacy. Any pharmacy or retail establishment that operates or contains an on-site pharmacy that has a license will not be eligible for renewal.

§ 112.05 LICENSE FEE.

No license shall be issued under this chapter until the appropriate license fee is paid in full. The fee shall be established by ordinance and may be amended from time to time.

§ 112.06 BASIS FOR DENIAL OF LICENSE.

(A) Grounds for denying the issuance or renewal of a license include but are not limited to the following:

- (1) The applicant is under the age of 18 years.

(2) The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.

(3) The applicant has had a license to sell licensed products suspended or revoked within the preceding twelve (12) months of the date of application.

(4) The applicant fails to provide any information required on the application, or provides false and misleading information.

(5) The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.

(B) However, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the city must deny the license.

(C) If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for a license under this chapter.

§ 112.07 PROHIBITED SALES

(A) General. It shall be a violation of this Ordinance for any person to sell or offer to sell any licensed products:

(1) To any person under the age of 18 years.

(2) By means of loosies as defined in Section 2 of this chapter.

(3) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process. It is not the intent of this provision to ban the sale of lawfully manufactured cigarettes or other tobacco products.

(4) By any other means, to any other person, in any other manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.

(B) Vending Machines. No license shall sell or dispense any licensed product by use of a vending machine.

(C) Self-Service Sales. It shall be unlawful for a licensee under this chapter to allow the sale of licensed products by any means whereby the customer may have access to such items without having to request the item from the licensee or the licensee's employee; and whereby there is not a physical exchange of the licensed products between the licensee or his/her clerk and the customer.

(D) Liquid Packaging. The sale of any liquid, whether or not such liquid contains nicotine, intended for human consumption and use in an electronic delivery device, that is not contained in child-resistant packaging is prohibited. All licensees under this chapter must ensure that any

liquid intended for use in an electronic delivery device is sold in child-resistant packaging. Upon request, a licensee shall provide a copy of the certificate of compliance for full laboratory testing report for the packaging used.

§ 112.08 RESPONSIBILITY.

All licensees under this Ordinance shall be responsible for the actions of their employees in regard to the sale of licensed products on the licensed premises, and the sale of such an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the city from also subjecting the clerk to whatever penalties are appropriate under this Ordinance, state or federal law, or other applicable law or regulation.

§ 112.09 EMPLOYEE EDUCATION AND TRAINING.

A licensee shall be responsible for educating its employees about the penalties for violations of the provisions of this chapter and providing periodic training to employees about applicable laws governing sales of tobacco products. At the time of licensing, the licensee will be provided with materials to be used to train retail clerks.

§ 112.10 COMPLIANCE CHECKS AND INSPECTIONS

All licensed premises shall be open to inspection by law enforcement or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging, with the written consent of their parents or guardians, minors over the age of 15 years but less than 18 years to enter the licensed premise to attempt to purchase licensed products. Minors used for the purpose of compliance checks shall be supervised by law enforcement or other designated personnel. Minors used for compliance checks shall not be guilty of illegal possession when those items are obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Violations will result in more frequent checks. Data obtained from compliance checks shall be provided as soon as is reasonably possible to the tobacco vendor that was the subject of such check and to the City Council. Nothing in this section shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.

§ 112.11 PROHIBITED ACTS.

Unless otherwise provided, the following acts shall be a violation of this chapter:

(A) **Illegal sales.** It shall be a violation of this chapter for any person to sell or otherwise provide any licensed products to any minor.

(B) **Illegal possession.** It shall be a violation of this chapter for any minor to have in his or her possession any licensed product. This shall not apply to minors lawfully involved in a compliance check.

(C) **Illegal use.** It shall be a violation of this chapter for any minor to smoke, chew, sniff or otherwise use any licensed product.

(D) **Illegal procurement.** It shall be a violation of this chapter for any minor to purchase or attempt to purchase or otherwise obtain any licensed product, and it shall be a violation of this ordinance for any person to purchase or otherwise obtain those items on behalf of a minor. It shall further be a violation for any person to coerce or attempt to coerce a minor to illegally purchase or otherwise obtain or use any licensed product. This shall not apply to minors lawfully involved in a compliance check.

(E) **Use of false identification.** It shall be a violation of this chapter for any minor to attempt to disguise his or her true age by the use of a false form of identification, whether the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

(F) **Smoking.** Smoking shall not be permitted and no person shall smoke within the indoor area of any establishment with a retail tobacco license. Smoking for the purposes of sampling licensed products is also prohibited.

(G) **Distribution of samples prohibited.** No person shall distribute samples of any licensed product free of charge or at nominal cost.

§ 112.12 EXCEPTIONS AND DEFENSES.

Nothing in this chapter shall prevent the providing of tobacco or tobacco related devices to a minor as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to an alleged violation of this Ordinance for a person to have reasonably relied on proof of age as described by state law.

§ 112.99 VIOLATIONS AND PENALTIES.

(A) *Violations.*

(1) *Notice.* A person violating this chapter may be issued, either personally or by mail, a citation that sets forth the alleged violation and that informs the alleged violator of his or her right to a hearing on the matter. The citation shall provide notice that a hearing must be requested within ten (10) business days of receipt and that hearing rights shall be terminated if a hearing is not promptly requested. The citation shall provide information on how and where a hearing may be requested, including a contact address and phone number.

(2) *Hearings.*

(a) Upon issuance of a citation, a person accused of violating this chapter may request in writing a hearing on the matter. Hearing requests must be made within ten (10) business days of the issuance of the citation and delivered to the city clerk or other designated city officer. Failure to request a hearing within ten (10) business days of the issuance of the citation will terminate the person's right to a hearing.

(b) The city clerk or other designated city officer shall set the time and place for the hearing. Written notice of the hearing time and place shall be mailed or delivered to the accused violator at least ten (10) business days prior to the hearing.

(3) *Hearing Officer.* The City Council shall designate a hearing officer. The hearing officer must be an impartial employee of the city or an impartial person retained by the city to conduct the hearing.

(4) *Decision.* A decision shall be issued by the hearing officer within ten (10) business days. If the hearing officer determines that a violation of this ordinance did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed under division (B) of this section, shall be recorded in writing, a copy of which shall be provided to the city and the accused violator by in person delivery or mail as soon as practicable. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, those findings shall be recorded and a copy provided to the city and the acquitted accused violator in person delivery or by mail as soon as practicable. The decision of the hearing officer is final.

(5) *Appeals.* Appeals of any decision made by the hearing officer shall be filed in Swift County District Court within ten (10) business days.

(6) *Continued violation.* Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

(B) *Administrative penalties.*

(1) *Licensees.* Any licensee found to have violated this chapter, or whose employee shall have violated this chapter, shall be charged an administrative fine of \$75.00 for a first violation; \$200.00 for a second offense at the same licensed premises within a 24-month period;

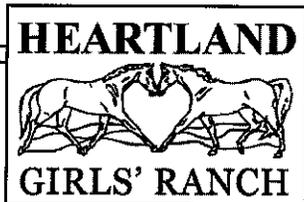
and \$250.00 for a third or subsequent offense at the same location within a 24-month period. Upon a fourth violation, the license shall be revoked.

(2) ***Other individuals.*** Other individuals, other than minors regulated by division (C)(3) of this section, found to be in violation of this ordinance shall be charged an administrative fine of \$50.

(3) ***Minors.*** Minors found in unlawful possession of or who unlawfully purchase or attempt to purchase licensed products may be subject to an administrative fine, or may be subject to tobacco-related education classes, diversion programs, community services, or another penalty that the city believes will be appropriate and effective. The administrative fine or other penalty shall be established by the City Council upon consultation with interested parties of the courts, educators, parents and children to determine an appropriate penalty for minors in the city. This administrative fine or other penalty may be established by ordinance and amended from time to time.

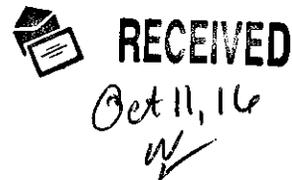
(4) ***Statutory penalties.*** If the administrative penalties authorized to be imposed by Minn. Stat. § 461.12, as it may be amended from time to time, differ from those established in this section, then the higher penalties shall prevail.

(C) ***Misdemeanor prosecution.*** Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any alleged violation of this ordinance.



185 Highway 9 NE
Benson, MN 56215
320.843.4815
320.843.5105 Fax

www.heartlandgirlsranh.org



October 7, 2016

Rob Wolfington
Benson City Manager
1410 Kansas Ave
Benson MN 56215

Dear Rob:

Thank you for attending the Board of Director's meeting with the Heartland Girls' Ranch in June and sharing information regarding possible annexation with the City of Benson. After further discussion it was determined that moving forward toward annexation with the City of Benson will offer many benefits.

I look forward to hearing from you regarding our next steps to annex the Heartland Girl's Ranch into the City of Benson.

Thank you,

Jeannie Thompson
Chief Financial and Operations Officer

**PETITION FOR ORDERLY ANNEXATION
PURSUANT TO MINNESOTA STATUTES § 414.0325**

To: The City Council of the City of Benson, Minnesota
The Board of Supervisors of the Township of Torning, Swift County, Minnesota

PETITIONER STATES:

The property owner of the area described on the attached Exhibit A presently lying in the Township of Torning, County of Swift, State of Minnesota, hereby requests that the City of Benson and the Township of Torning adopt a joint resolution for orderly annexation of the properties described in Exhibit A into the City of Benson pursuant to Minnesota Statutes § 414.0325, subd. 1.

1. All property proposed for annexation described in Exhibit A is owned by Heartland Ranch, Inc., a Minnesota Corporation.
2. The area proposed for annexation abuts the City, is approximately 83.44 acres, and is presently served by public wastewater facilities.
3. The area proposed for annexation is unincorporated, abuts on the City's northern boundary and eastern boundary, and is not included within any other municipality.
4. The reasons for the requested annexation include, but are not limited to one or more of the following:
 - a. The area proposed for annexation is now, or is about to become, urban or suburban in character;
 - b. The property owner desires to have available to them and their property the many services that are most efficiently provided by the City, including, but not limited to, administrative, planning, environmental controls, water, sewer and electrical utility services, better fire rating and protection and police protection. These services are currently provided to the property by the City and are not generally provided to Torning Township.
 - c. The area proposed for annexation is contiguous to the City along its western border.
 - d. The area proposed for annexation is a natural and logical extension of the City boundaries.
 - e. Annexation would be in the best interests of the area proposed for annexation.

PETITIONER REQUESTS: That pursuant to Minnesota Statutes § 414.0325, the property described on the attached Exhibit A be immediately annexed to and included within the City of Benson, Minnesota by adoption of a Joint Resolution for Orderly Annexation by and between the City of Benson and the Township of Torming.

HEARTLAND RANCH, INC.

Dated: _____

By: _____

Its: _____

EXHIBIT A:

The East Half of the Northeast Quarter (E $\frac{1}{2}$ -NE $\frac{1}{4}$) of Section Five (5), Township One Hundred Twenty-one (121), Range Thirty-nine (39), excepting therefrom a tract of land described as follows: Commencing at the SE corner of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ -NE $\frac{1}{4}$) of Section Five (5), thence running West Thirty-two (32) rods, thence running North Twenty-five (25) rods, thence running East Thirty-two (32) rods, thence running South Twenty-five (25) rods to the place of beginning.



Dedicated to a Strong Greater Minnesota

November 7, 2016

RE: Voluntary Assessment for the CGMC Environmental Action Fund

Dear CGMC member,

In recognition of an increasingly challenging environmental regulatory landscape for Greater Minnesota cities, the Coalition of Greater Minnesota Cities (CGMC) voted to establish an Environmental Action Fund at our membership meeting in August. The Environmental Action Fund will support vital legislative, legal and regulatory efforts by the CGMC to advocate for the environmental interests of Greater Minnesota cities and will be funded in part through a voluntary assessment of our members.

When we sent your city's CGMC assessment invoice in August you should have also received a specialized invoice for the voluntary assessment. We understand that many of you are currently in the middle of your 2016-2017 budgeting process. In order for the CGMC to plan Environmental Action Fund activities, please let us know if your city intends to contribute to the voluntary assessment. The suggested assessment is \$0.35 per capita of your city. We have solid participation so far, but to move forward with an effective environmental program we need your support.

For your convenience, I have attached a pledge form/invoice and a brief memorandum outlining the purpose and scope of the Environmental Action Fund. **Please fill out the pledge form and return it to CGMC staff by Dec. 9** so we can begin to implement our environmental legal, legislative and regulatory strategy.

At this point, we only need to know if your city intends to contribute as your city's contribution is essential to our cause. **The deadline to pay the assessment is not until Feb. 1, 2017.**

To follow up with you on this important matter, I or CGMC staff will likely reach out to you by phone or email to find out where your city stands.

Thank you for your continued support of the CGMC.

Sincerely,

Sara Carlson, Mayor of Alexandria
President, Coalition of Greater Minnesota Cities

Pledge Form/Invoice

CGMC 2016-2017 Environmental Action Fund

Voluntary Assessment

The Coalition of Greater Minnesota Cities (CGMC) has established an Environmental Action Fund that will be financed by its members through a voluntary assessment. **The suggested assessment is \$0.35 per capita from each member city.**

The City of Benson's proposed assessment is \$ 1,098.

You may send a check now or by February 1, 2017.

Thank you for your support of the CGMC Environmental Action Fund. If you have any questions about the Environmental Action Fund or the voluntary assessment, please contact Daniel Marx at dmmarx@flaherty-hood.com or via telephone at (651) 225-8840.

✂

Please return this portion to the CGMC by December 9, 2016.

- YES**, the City of Benson will participate in the Voluntary Assessment for the CGMC Environmental Action Fund by (select one):
- Submitting payment of the voluntary assessment now (enclose check payable to the CGMC) in the amount of _____.
 - Pledging to pay a voluntary assessment in the amount of _____ by February 1, 2017.
- NO**, the City of Benson elects not to participate in the voluntary assessment.

Return this form to the CGMC via email at CGMC_Communications@flaherty-hood.com or via mail to:

**Coalition of Greater Minnesota Cities
C/O Dana Hogan
Flaherty & Hood, P.A.
525 Park Street Suite 470
Saint Paul, MN 55103**

MEMORANDUM

To: Mayors and City Administrators/Managers of CGMC members
From: CGMC Executive Director Tim Flaherty and environmental attorney Daniel Marx
Date: November 7, 2016
Re: CGMC Environmental Action Fund

The Need for the Environmental Action Fund

In August, the CGMC membership elected to establish an Environmental Action Fund to deal with the increasing challenges cities face due to an onslaught of new and future regulations imposed upon public wastewater treatment, centralized drinking water and stormwater management systems. These new and future regulations include the new phosphorus (river eutrophication) standards, the chloride and sulfate standards, the nitrate standard and the anti-degradation standard — all of which are having and/or will have a dramatic impact on Greater Minnesota cities.

The Environmental Action Fund is necessary to allow the CGMC to enhance its efforts to confront these issues and work to ensure that current and future water quality regulations are scientifically sound, reasonable and effective. This means the CGMC must be prepared to vigorously oppose ill-conceived regulations that are not grounded in a sound scientific rationale and fail to produce measurable benefits to water quality, while simultaneously working to offer effective solutions to the clean water concerns facing our state.

The CGMC recognizes that some additional regulations and efforts from cities will be required to ensure clean water in Minnesota now and into the future. Our member cities are willing to work in partnership with the state to improve water quality, provided that the imposed regulations are based in sound science, provide measurable benefits to water quality and the state assists in providing the funding needed for their implementation.

Purpose and Uses of the Fund

The Environmental Action Fund will enable the CGMC to enhance its current legislative, legal and regulatory efforts:

Legislative Advocacy. The Environmental Action Fund will allow the CGMC to enhance its current efforts to lobby the Legislature for better laws that would constrain the excessive discretion and overreach of the MPCA, to improve regulatory rulemaking and permitting procedures, to enhance the scientific oversight of the MPCA, to work for creative legislative solutions to water quality problems and to continue to advocate for sufficient state funding for clean water infrastructure.

Regulatory Advocacy. The Environmental Action Fund will allow the CGMC to proactively engage at the MPCA level in the development of water quality standards to ensure that they are scientifically sound, reasonable and effective. The CGMC could also more effectively support and collaborate with the Minnesota Environmental Science and Economic Review Board (MESERB), League of Minnesota Cities (LMC) and other similar organizations to pursue necessary research, white papers and pilot projects that would benefit the environmental interests of CGMC members.

Legal Advocacy. Where CGMC's legislative and regulatory advocacy does not prevent MPCA from adopting or enforcing unreasonable regulations, the Environmental Action Fund may be used to support litigation against MPCA or the U.S. Environmental Protection Agency (EPA). This would allow us to directly challenge unscientific and/or unreasonable regulations, prevent the enforcement of illegal or unadopted rules and support individual member cities in legal challenges in cases of potential precedential value to the broader membership.

Status of Ongoing Efforts

As a result of the 2015-2016 Voluntary Assessment, the CGMC was able to implement a comprehensive two-pronged legal strategy aimed at applying pressure on the MPCA to fix its scientifically flawed phosphorus (river eutrophication) standards.

The first prong of this strategy is a federal lawsuit challenging the U.S. EPA's illegal approval of the MPCA's flawed phosphorus standards. The lawsuit was filed in federal court on July 12, 2016 by the Center for Regulatory Reasonableness (CRR) on behalf of the CGMC. The second prong of this strategy is a state rulemaking petition aimed at forcing the MPCA to correct the scientific flaws in the phosphorus standards. The petition was filed on behalf of 18 Greater Minnesota cities and sanitary districts with the Office of Administrative Hearings (OAH) on July 29, 2016.

The federal lawsuit against the EPA is ongoing and will likely not be concluded until late 2017.

The state rulemaking petition was initially dismissed by OAH in a legal decision fraught with technical and legal errors. The petitioning cities and sanitary districts elected to appeal that decision to the Minnesota Court of Appeals. That appeal was filed on July 29, 2016, concurrently with a motion to stay the appeal pending the outcome of the federal lawsuit because the two cases are substantially similar. The Minnesota Court of Appeals granted both the appeal and the

motion to stay the appeal and the case is currently in a holding pattern awaiting the conclusion of the federal lawsuit.

There is evidence that our strategy is working. On Aug. 1, 2016, the MPCA published a guidance document in part reversing its previous erroneous position related to our legal challenges. Through the application of this guidance document the MPCA intends to implement the standards in a manner that is close to our requested amendments. This appears to be a direct response to our legal challenges. We know for certain that this change has prevented the MPCA from implementing flawed phosphorus limits in the wastewater permit of at least one CGMC member and potentially others. While this is a positive development, it is not a long-term solution to the scientific flaws at issue with the standards because the guidance document does not have the force and effect of law. Unless and until the MPCA formally adopts our requested amendments into rule, the guidance and implementation could change at the MPCA's whim or be challenged successfully by environmental advocacy organizations.

If you have any questions about the Environmental Action Fund, the voluntary assessment or the current legal actions, please contact Daniel Marx at dmmarx@flaherty-hood.com or 651-225-8840.

TPF/DMM

Small Cities Development Program (SCDP) 2017 Preliminary Proposal

Submission Deadline

Thursday, November 10, 2016 4:30 PM

Eligible Applicants must submit **one original and one copy** of the Preliminary Proposal to be considered for funding to the address listed below. SCDP staff will review and evaluate all Preliminary Proposals submitted to determine which projects are ineligible and how competitive eligible projects would be. If your preliminary proposal is deemed non-competitive, technical assistance with DEED concerning your proposal will occur after awards are announced. Keep in mind that DEED staff is assisting those that are competitive and marginally competitive during the time between the preliminary proposal and the application deadline. Please take the time to become familiar with the program prior to submitting the Preliminary Proposal.

*Preliminary Proposals must be received by DEED on or before 4:30 pm, Thursday November 10, 2016.
Faxed or e-mailed Applications will not be accepted.*

- Only communities who have submitted through the Preliminary Proposal screening process will be permitted to submit an Application. Following the Preliminary Proposal review, communities choosing to submit an Application must submit **one original and one copy** of their Application, including necessary attachments to:

Minnesota Department of Employment and Economic Development
1st National Bank Building
332 Minnesota Street, Suite E200
St. Paul, MN 55101-1351
Attn. Community Finance Division, SCDP

The submission deadline is firm. Applicants should take this into account and make the necessary arrangements to adhere to the deadline and avoid any risk or loss of eligibility brought about by unanticipated delays or other delivery related problems.



Small Cities Development Program Preliminary Proposal

City/County Applicant: Benson
Application Author: UMVRDC

SCDP Amount Requested	<u>\$642,450</u>
Amount of Other Funds	<u>\$218,750</u>
SCDP Program Income	<u>\$ _____</u>
Estimated Total Project Cost	<u>\$861,200</u>

Applicant governing board (city council, county board, township board) has approved the submission of this proposal. All secondary communities' (if applicable) governing boards have approved participation in the proposed project.

Applicant's (i.e., city/county official) Signature

Date

By signing above, the Applicant certifies to the best of their knowledge that the data and information provided in the Preliminary Proposal is true and correct.

Please provide a 1,000 character or less narrative of your (and other related parties) professional experience with the activity(s) you are proposing.

The UMRDC has 35+ years of experience managing state and federal projects. We have implemented 20+ SCDP projects. We have brought new staff on board that have been to 3 SCDP trainings in the last year and are regularly connecting with our Natasha. As a result of these trainings and working with Natasha we have begun to implement some new best practices and checklists. Our staff have experience with starting new SCDP projects, assisting communities in the middle of their implementation and project closeout. We are confident in our abilities to implement another successful SCDP program for Benson.

Swift County HRA, Vicki and her staff know the Benson community best and have implemented dozens of successful SCDP projects. Their knowledge of the residents in the area, local needs and resources to assist LMI households will ensure a successful SCDP program in Benson!

The City of Benson's inspector Mike Jacobson has worked on many building projects, conducts inspections regularly and has decades of construction management experience. Mike will assist commercial property owners with the construction management aspects. His time will be donated, reducing the SCDP administrative costs.

Include experience on federal projects and Davis Bacon if applicable.

Each year the UMRDC works with a variety of state and federal programs such as SCDP and EDA that have extensive DB requirements. The UMRDC's recent experience includes work on a federal Department of Commerce EDA construction grant for the City of Granite Falls managing over \$1M in grant funds requiring significant Davis Bacon work. There were no issues with the administration of that grant.

Please list the activities you plan to apply for. Please separate administration costs from the activity.

Small Cities Development Program Application

Fed. Obj. Codes *	Activity	# of units/goals	SCDP Cost Per unit	SCDP Cost/without admin	Total SCDP Admin	SCDP Admin %	Total SCDP Costs	Total Leveraged Resources	Source of Leveraged Funds (Mark (c) if funds are committed**.)	Totals
LMI	Owner Rehab	20	18,750	375,000			375,000	125,000 15,000	Owner City Incentive	515,000
	Owner Rehab Admin	20	2812.50		56,250	15%	56,250	18,750	City	75,000
SB	Commercial Rehab	6	32,000	192,000			192,000	48,000	Owner	240,000
	Commercial Rehab Admin	6	3,200		19,200	10%	19,200	12,000 (In-kind)	City Construction Mgmt	31,200
			Totals	567,000	75,450		642,450	218,750		861,200

Please fill out the information for the activities you are proposing. Leave blank if you are not proposing that activity. For Public Facilities you must list the specific activity. Wastewater treatment facility is not acceptable as an activity. Main water line, ponds, sanitary sewer lines are some good examples. For rental rehab list each activity separately and provide separate budgets for each.

Owner Occupied Housing Rehabilitation Need

# of substandard homes in target area	100	Average age of homes in target area	55+ years
% of substandard home in target area	50%	# of LMI substandard homes in target area	65

Median household income of target area	\$<35,000	
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Impact

# of homes in target area	150 Depending on the lines	Square blocks in target area	38 (blocks are not all square)
# of LMI/SS households interested in the target area	49	# of homes proposed for rehab with SCDP funds in the target area	20
% of total LMI/SS homes proposed for rehab in target area	13%		

Cost Effectiveness

Max SCDP Loan Amount	\$25,000	Average SCDP Loan Amount	\$18,750
SCDP % of total rehab costs	75%	SCDP Administration	15%

% of SCDP funds –forgivable loan (grant)	100%	SCDP forgivable term	84 months
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% of SCDP funds-installment loan (payments)	0%	SCDP loan term	months
		Interest Rate	%

In 1,000 characters or less describe:

- Unique needs/target area needs
- How target area is impacted by this and other activities.
- How activity is cost effective.

Unique Needs

- **65% of homes in Benson were built prior to 1970 (ACS). The target area corridor represents the oldest neighborhoods with an estimated 90% built prior to 1970 and have original features.**
- **Roofs, windows, gutters and insulation are the most identified improvements in the surveys. This could be a result of the July 5th storm that produced high winds of 50-70 mph.**
- **Target area includes majority of LMI households based on local knowledge of the area and local demographics. 44.7% of households have social security as part or all of their income (ACS).**
- **In Benson, 38.7% of the population lives alone, the poverty rate for individuals is 33.7% compared to 23.2% for MN (ACS).**
- **Nearly 25% of Benson's population is over the age of 65 (ACS) living on limited incomes.**

Target Area Impact

- **The target area runs along the primary thoroughfare seen by nearly every resident and passerby.**
- **Major transportation enhancements are planned for Highways 9 and 12 through the target area.**
- **Several homes in the target area have been purchased and demolished to eliminate health and safety issues while several more have been identified to be taken down.**
- **Streetscape work will be done in conjunction with highway enhancements.**

Cost Effectiveness

There is balance between SCDP investment (75%) and property owner ability to participate at 25% match. A variety of programs are willing to assist property owners access match funds to ensure dollars go to projects that need it most. The SCDP program is vital to keeping safe, accessible and viable housing stock in this rural community.

Commercial Rehabilitation (must be combined with other activities in a Comprehensive Application)

# of commercial buildings in target area	45	# of dilapidated buildings not suitable for rehab in target area	2-3
% of substandard buildings in target area	40%	# of units requested	6
# of interested property owners/properties	13/13		
SCDP Max Per Unit:	\$40,000		

% of SCDP funds –forgivable loan (grant)	60%	SCDP forgivable term	84 months
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% of SCDP funds-installment loan (payments)	20%	SCDP loan term	84 months
		Interest Rate	1%

In 1,000 characters or less describe:

- **Unique needs/target area needs-** Identify and describe the key buildings
- **How target area is impacted by this and other activities.**
- **How activity is cost effective.**

Unique Needs

- **The community’s oldest commercial buildings are in target area ranging from 50-100 years’ old with significant energy, accessibility and safety needs.**
- **Key buildings include those along Pacific and Atlantic Avenues, several are connected via shared walls and are critical to maintaining the downtown character -it’s important that buildings with shared walls and structural concerns work together.**
- **Limited space, nearly all the storefronts are full – a SCDP program fixing up the existing may encourage new development.**
- **Intent to participate forms revealed biggest needs of:**
 - **Windows – energy efficiency is a major concern for property owners**
 - **Roofs – with many large/older buildings the cost of a new roof can easily add up to \$15k-30k**

Target Area

- **Significant transportations enhancements and street scaping along Highways 9 and 12 in Benson**
- **Demolition of several homes adjacent to the proposed commercial target area**
- **Adjacent to residential target area increasing the impact**
- **Proposed target area would create significant impact for first impressions of the City**
- **New clinic is opening in the target area.**
- **City has recently purchased an elevator in the target area with plans to demolish it, clear the area beautify the landscape in front the commercial district.**
- **A restaurant in the target area is relocating to larger building (still in the target area) freeing up another.**

Cost Effectiveness

The buildings in the target are have significant energy efficiency needs. SCDP investment will help property owner make long-term sustainable fixes to these properties that are rare feasible by small businesses. The return on investment will be seen on energy efficiency money saved that can be reinvested in future maintenance.

Grantee/Administrator/Co-Funder/Author/Legislative District
Information Sheet
Small Cities Development Program – State of Minnesota

Name of Applicant: **City of Benson**

I. Applicant Information (city/county/township)

<p>Authorized Official & Environmental Certifying Officer Information (Mayor or Board Chair whichever is applicable)</p> <p>-----</p> <p>Name: Gary Landmark Title: Mayor Address: 1410 Kansas Avenue, Benson, MN 56215 Phone #: 320-843-4775 Fax #: 320-842-7151 Email: gary.landmark@city.co.swift.mn.us</p> <p>=====</p> <p>Federal ID #: 41-6004975 State ID #: 8020526 State Vendor #: 01985400000 Applicant DUNs #: 07651-3993</p>	<p>Applicant Author Information</p> <p>-----</p> <p>Name: Jacki Anderson & Laura Ostlie Title: Economic Development Staff Address: 323 W Schlieman Ave, Appleton, MN 56208 Phone #: 320-289-1981 Fax #: None Email: jacki.anderson@umvrdc.org laura@umvrdc.org</p> <p>Applicant Financial Officer Information</p> <p>-----</p> <p>Name: Matt Moe Title: Financial Officer Address: 323 W Schlieman Ave, Appleton, MN 56208 Phone #: 320-289-1981 Fax #: None Email: matt@umvrdc.org</p>
<p>Administrator/Implementing Agency Information</p> <p>-----</p> <p>Name: Laura Ostlie Title: Economic Development Planner Address: 323 W Schlieman Ave, Appleton, MN 56208 Phone #: 320-289-1981 Fax #: None Email: Laura@umvrdc.org Administrators DUNs #07-074-8108</p>	<p>Individual Signing SCDP Payment Request Form (Applicant or Program Administrator)</p> <p>-----</p> <p>Name: Laura Ostlie & Matt Moe Title: Economic Development Planner & Financial Officer Address: 323 W Schlieman Ave, Appleton, MN 56208 Phone #: 320-289-1981 Fax #: None Email: laura@umvrdc.org and matt@umvrdc.org</p>
<p>Environmental Coordinator</p> <p>-----</p> <p>Name: Laura Ostlie Title: Economic Development Planner Address: 323 W Schlieman Ave, Appleton, MN 56208 Phone #: 320-289-1981 Fax #: None Email: laura@umvrdc.org</p>	<p>Fair Housing/Equal Opportunity Coordinator</p> <p>-----</p> <p>Name: Vicki Syverson Title: Executive Director Swift County HRA Address: PO Box 286, Benson, MN 56215 Phone #: 320-843-4676 Fax #: Email: v.syverson@co.swift.mn.us</p>

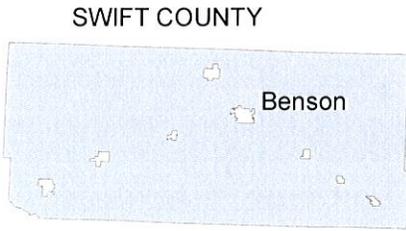
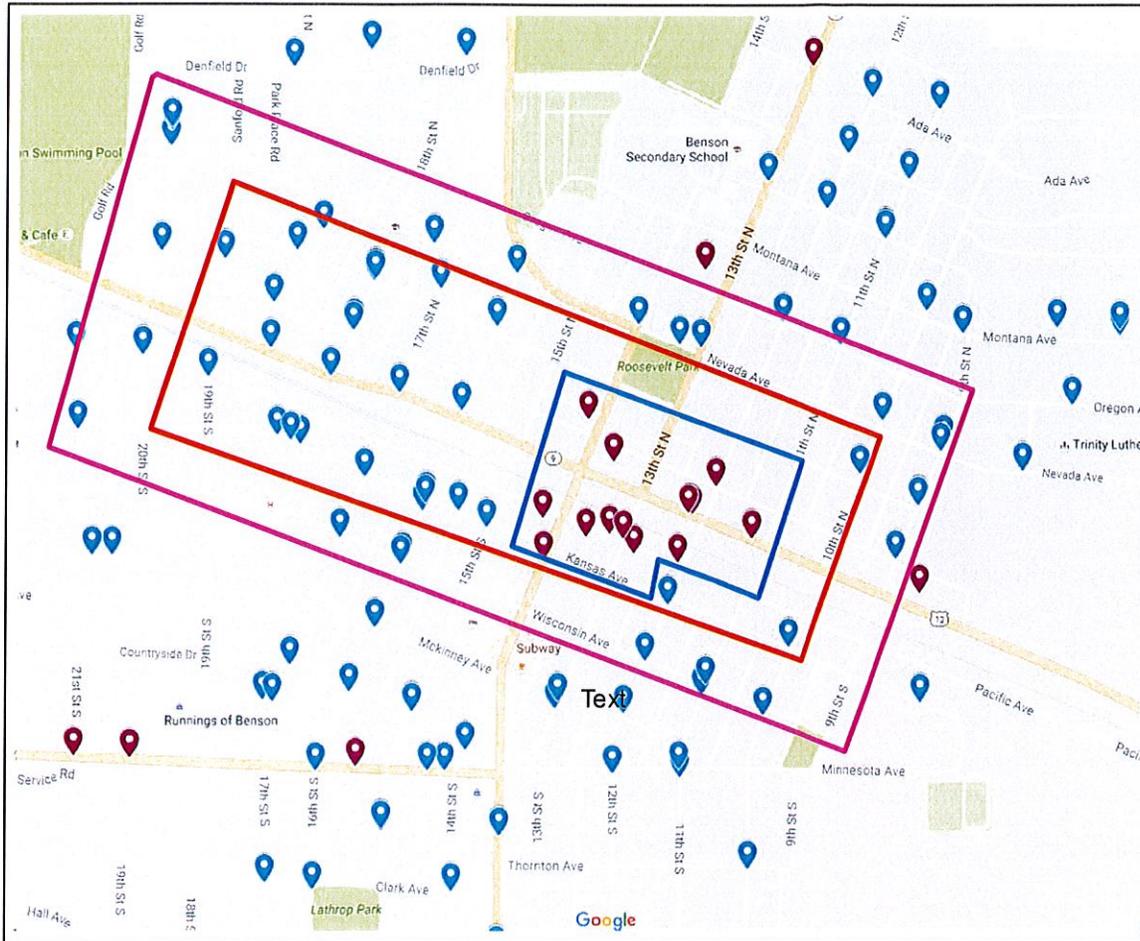
Grantee/Administrator/Co-Funder/Author/Legislative District
Information Sheet
Small Cities Development Program – State of Minnesota

<p>Rehabilitation Coordinator</p> <hr/> <p>Name: Vicki Syverson Title: Executive Director Swift County HRA Address: Benson, MN Phone #: 320-843-4676 Fax #: Email: v.syverson@co.swift.mn.us</p>	<p>Labor Standards Coordinator (when applicable)</p> <hr/> <p>Name: Laura Ostlie Title: Economic Development Planner Address: 323 W Schlieman Ave, Appleton MN 56208 Phone #: 320-289-1981 Fax #: Email: laura@umvrdc.org</p>
<p>Property Inspector Info: Swift County HRA</p> <hr/> <p>Name: Tim Mooberry Title: Coordinator Swift County HRA Address: PO Box 286, Benson, MN 56215 Phone #: 320-843-4676 Fax #: Email: t.moorberry@co.swift.mn.us</p>	<p>Income Verification Info: Swift County HRA</p> <hr/> <p>Name: Vicki Syverson Title: Executive Director Swift County HRA Address: Benson, MN Phone #: 320-843-4676 Fax #: Email: v.syverson@co.swift.mn.us</p>
<p>Property Inspector Info: City of Benson</p> <hr/> <p>Name: Mike Jacobson Title: Inspector Address: 1410 Kansas Avenue, Benson, MN 56215 Phone #: 320-843-4775 Fax #: Email: mike.jacobson@city.co.swift.mn.us</p>	

IV. Legislative District Information (Provide the following information for the geographical district(s) the SCDP funded activities are taking place in.)

House District: **17A**
 Congressional District **7**

City of Benson Preliminary Application 2016 Residential and Commercial Intent to Participates



Blue Line = Commercial Target Area
13 Interested 6 Proposed

Red Line = Residential Primary
Pink Line = Residential Secondary
Combined 49 Interested LMI
20 Proposed

Blue Pins = Residential Interest
Surveys 116 City-wide

Purple Pins = Commercial Interest
Surveys 26 City-wide

**POLICE OFFICER DECLARATION
(RESOLUTION NO. 2016-)**

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council of the City of Benson hereby declares that the position titled Part-Time Police Officer, currently held by Allyssa Engfer meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

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CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 31Oct2016

PAGE # 1

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
GENERAL FUND REVENUES						
TAXES	1,194,655.01	1,216,655.41	658,216.43	650,211.03	1,198,531.00	54
ABATEMENTS	19,969.55	20,115.83	10,813.77	208.96		
LODGING TAXES	29,302.47	25,074.29	19,241.85	19,143.79	25,000.00	77
FRANCHISE FEES	79,717.57	206,704.15	152,247.26	166,147.82	205,000.00	81
BUSINESS LICENSES	7,915.00	8,032.50	8,032.50	7,995.00	7,500.00	107
NON-BUSINESS LICENSES	715.00	340.00	340.00	305.00	800.00	38
BUILDING PERMITS	25,130.60	14,893.08	14,042.08	16,035.09	20,000.00	80
LOCAL GOVERNMENT AID	952,025.00	980,033.00	490,016.50	494,403.50	988,807.00	50
HOMESTEAD & AG CREDIT AID	142.32	310.09		154.40		
POLICE TRAINING REIMBURSEMENT	1,930.86	2,332.26	2,332.26	2,501.29	2,000.00	125
INSURANCE PREMIUM TAX-FIRE	38,760.48	41,979.08	41,979.08	44,076.38	35,000.00	126
INSURANCE PREMIUM TAX-POLICE	51,407.90	53,170.71	53,170.71	49,612.84	40,000.00	124
AIRPORT MAINTENANCE	32,232.62	25,362.73	9,716.74	11,081.01	24,257.00	46
TRANSIT REFUNDS	140,000.00	145,600.00	97,703.49	111,600.00	148,800.00	75
OTHER FED/STATE/LOCAL GRANTS	48,038.96	74,110.85	39,703.41	28,795.65	18,000.00	160
POLICE SERVICES	5,478.96	1,200.00	1,200.00	11,430.90	5,500.00	208
DARE REVENUES	36.00	30.00	30.00		1,500.00	
DOG POUND REVENUES	700.00	580.00	475.00	540.00	500.00	108
COPS IN SCHOOLS REIMBURSEMENT	39,532.50	38,934.00	18,522.00	12,474.00	33,000.00	38
TOWNSHIP FIRE CONTRACTS	61,669.00	63,522.00	63,522.00	66,377.00	65,460.00	101
FIRE DEPARTMENT CALLS	27,436.66	28,365.00	18,915.00	20,960.22	20,000.00	105
RESQUE SQUAD CALLS	1,065.25	4,609.51	2,094.75	811.75	2,000.00	41
BUILDING INSPECTIONS SERVICES	35,875.83	37,797.59	28,052.43	27,698.31	40,000.00	69
STREET REPAIR FEES	3,600.00	4,800.00	4,800.00	3,600.00	3,000.00	120
EQUIPMENT RENTALS	2,662.50				3,000.00	
WEED REMOVAL CHARGES	1,255.03	1,947.59	1,733.84	968.53	2,000.00	48
SWIMMING POOL RECEIPTS	41,701.80	50,319.88	50,015.77	47,330.73	50,000.00	95
POOL CONCESSION SALES	7,893.02	11,183.46	11,183.46	9,615.46	11,000.00	87
ARMORY USE FEES	7,885.00	9,132.50	5,317.50	4,596.25	8,000.00	57
PARK FEES	20,143.02	20,412.47	20,137.42	23,998.67	18,000.00	133
TREE REMOVAL RECEIPTS	4,445.43	5,660.00	870.00	2,582.50	2,000.00	129
BUS FARES	37,054.72	35,433.91	28,190.59	19,235.20	35,000.00	55
BUS SIGN ADVERTISING	720.00	740.00	620.00	320.00	600.00	53
HANGER RENTALS - AIRPORT	11,760.00	12,811.85	11,551.85	12,382.50	12,000.00	103
AIRPORT LAND REVENUES	7,196.00	7,790.00	6,995.00	6,995.00	7,000.00	100
SALE OF LOTS - CEMETERY	5,040.00	4,480.00	3,920.00	4,760.00	3,500.00	136
SODDING FEES - CEMETERY	720.00	640.00	480.00	560.00	600.00	93
CEMETERY MEMORIALS						
CEMETERY MONUMENT FEES	275.00	475.00	425.00	375.00	300.00	125
PARK SIGN RENTALS	255.00	190.00	125.00	165.00	200.00	83
COURT FINES	19,686.83	21,696.94	18,525.75	18,169.69	18,000.00	101
PARKING FINES	275.00	700.00	275.00	460.00	500.00	92

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CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 31Oct2016

PAGE # 2

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
SPECIAL ASSESSMENTS	116.42	147.60		31.50		
INTEREST EARNINGS	49,506.05	47,951.15	39,197.88	39,392.99	50,000.00	79
UNREALIZED GAIN (LOSS) ON INVEST	9,838.64	4,352.47	5,396.10	1,746.88		
PROPERTY RENTS	50.00			250.12		
CIVIC CENTER RENT	27,835.37	36,486.35	28,347.35	38,189.00	39,500.00	97
DONATIONS	5,930.00	23,397.24	23,397.24	3,325.00	1,000.00	333
SALE OF PROPERTY	2,925.53	4,590.00	4,590.00			
REFUNDS & REIMBURSEMENTS	53,927.22	51,164.59	37,692.24	22,411.87	20,000.00	112
REIMBURSEMENTS - GAS & OIL	34,553.69	24,947.18	19,626.19	28,075.16	25,000.00	112
OTHER REVENUE	3,652.72	12,364.72	7,735.88	5,344.53	5,000.00	107
MANAGEMENT FEE-EDA & RL FUND	16,288.00	16,647.00			16,000.00	
MANAGEMENT FEES - GARBAGE FUND	8,664.00	8,838.27	7,365.21	7,512.06	9,014.00	83
MANAGEMENT FEE - WATER FUND	37,800.00	38,555.91	32,129.93	32,772.44	39,327.00	83
MANAGEMENT FEE - ELECTRIC FUND	170,040.00	173,439.91	144,533.93	147,546.70	176,908.00	83
MANAGEMENT FEE - LIQUOR FUND	25,104.00	25,606.00	21,338.40	21,765.00	26,118.00	83
MANAGEMENT FEE - SEWER FUND	49,071.00	50,051.91	41,709.93	42,544.20	51,053.00	83
MANAGEMENT FEES - TAX INCREMENT						
TRANSFER FROM OTHER FUNDS	1,354.00	1,349.00			1,650.00	
TRANSFER FROM LIQUOR FUND	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00	100
TRANSFER FROM UTILITY FUND	104,898.00	84,989.00			90,000.00	
TOTAL GENERAL FUND REVENUES	3,647,860.53	3,863,043.98	2,388,593.72	2,369,585.92	3,686,925.00	64
GENERAL FUND EXPENDITURES						
MAYOR & COUNCIL						
SALARIES - CITY COUNCIL	15,530.00	15,845.00	13,085.00	12,940.00	16,000.00	81
PENSIONS	1,188.11	1,212.20	1,001.04	989.98	1,200.00	82
OFFICE SUPPLIES		140.92	5.98	762.55	100.00	763
MAYOR & COUNCIL CONTINGENCY	4,578.73				500.00	
TRAVEL EXPENSE	1,165.37	1,078.96	978.03	878.03	1,500.00	59
TRAINING & INSTRUCTION	1,110.00	625.00	625.00	1,519.71	1,000.00	152
PRINTING & PUBLISHING	4,129.16	4,443.16	2,842.41	2,588.00	4,500.00	58
OTHER INS - PUBLIC OFF LIAB	9,660.00	9,068.00	9,068.00	9,724.26	10,000.00	97
DUES & SUBSCRIPTIONS	8,475.00	8,971.00	8,971.00	9,021.00	8,500.00	106
TOTAL: MAYOR & COUNCIL	45,836.37	41,384.24	36,576.46	38,423.53	43,300.00	89
ADMINISTRATION & FINANCE						
SALARIES	271,435.66	275,398.18	231,578.46	238,262.32	274,000.00	87
PENSIONS	46,476.66	49,623.58	42,714.50	43,472.08	51,800.00	84
HEALTH, LIFE, DISB + CAFETERIA	58,347.64	61,152.64	50,484.21	57,140.64	64,400.00	89
OFFICE SUPPLIES	4,997.17	4,000.73	3,344.37	3,238.92	5,000.00	65
DUPLICATING & COPYING	2,791.10	2,938.31	2,358.16	2,340.92	4,000.00	59

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CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 31Oct2016

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
POSTAGE	1,425.24	963.45	887.25	1,046.80	2,000.00	52
SAFETY AND DRUG TESTING	579.72	417.69	417.69	2,601.56	500.00	520
GAS & OIL	2,704.90	1,944.96	1,662.97	1,361.37	3,000.00	45
EQUIPMENT REPAIR PARTS	2,694.92	2,550.79	2,531.92	3,964.95	1,500.00	264
SMALL TOOLS AND EQUIPMENT	6,254.87	780.18	780.18	5,310.36	4,000.00	133
UTILITY CONTRACTED SERVICES	12,000.00	14,400.00	12,000.00	12,000.00	14,400.00	83
OTHER CONTRACTED SERVICES	8,902.06	12,373.45	10,220.50	8,926.25	15,000.00	60
CONSULTING SERVICES	27,791.81	31,091.26	30,242.26	31,652.71	20,000.00	158
TELEPHONE	8,998.61	8,942.67	7,450.42	7,589.11	10,000.00	76
TRAVEL EXPENSE	5,084.14	3,714.32	3,595.18	3,827.65	7,000.00	55
TRAINING & INSTRUCTION	2,092.73	1,393.52	1,393.52	1,861.43	2,500.00	74
PUBLIC INFORMATION		125.00	125.00			
INSURANCE	6,320.00	6,366.00	5,991.00	7,485.00	6,300.00	119
WORKERS COMPENSATION	1,811.00	1,540.00	1,540.00	1,893.22	2,000.00	95
DUES & SUBSCRIPTIONS	2,169.98	2,941.28	2,842.31	2,289.26	2,800.00	82
TOTAL: ADMINISTRATION & FINANCE	472,878.21	482,658.01	412,159.90	436,264.55	490,200.00	89
ELECTIONS						
TEMPORARY SALARIES	1,881.11	861.34		1,107.14	2,000.00	55
OFFICE SUPPLIES	600.90	2,834.58	2,697.58	660.44	1,000.00	66
TOTAL: ELECTIONS	2,482.01	3,695.92	2,697.58	1,767.58	3,000.00	59
AUDITING & ACCTING SERVICES	20,675.00	21,550.00	21,550.00	23,650.00	22,500.00	105
ASSESSING SERVICES CONTRACTED	17,292.00	17,292.00	17,292.00	18,832.00	17,500.00	108
CITY ATTORNEY						
OFFICE SUPPLIES	401.27	470.36	352.90	1,465.50	500.00	293
CITY ATTORNEY CONTRACT	21,152.50	20,297.00	15,643.00	24,063.00	25,000.00	96
TOTAL: CITY ATTORNEY	21,553.77	20,767.36	15,995.90	25,528.50	25,500.00	100
CITY HALL						
BUILDING MAINTENANCE & SUPPL	7,052.22	5,532.24	4,846.02	3,501.84	8,000.00	44
CONTRACTED SERV - CLEANING	3,835.30	3,980.40	3,400.00	3,648.38	4,000.00	91
INSURANCE	4,543.00	4,600.00	4,600.00	2,461.00	5,000.00	49
UTILITIES	8,823.18	7,430.16	6,172.24	5,908.32	9,000.00	66
HEATING COST	5,560.28	3,059.35	2,275.13	1,989.34	5,000.00	40
TOTAL: CITY HALL	29,813.98	24,602.15	21,293.39	17,508.88	31,000.00	56

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CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 31Oct2016

PAGE # 4

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
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POLICE DEPARTMENT						
SALARIES	465,526.46	491,167.44	406,748.50	383,696.19	502,000.00	76
PENSIONS	85,082.75	97,759.59	81,821.50	78,502.74	98,300.00	80
HEALTH, LIFE & DISB INSURANCE	106,307.31	87,830.48	74,060.35	86,177.68	92,100.00	94
OFFICE SUPPLIES	4,853.73	5,805.64	5,160.72	4,543.65	5,000.00	91
GAS & OIL	26,165.30	18,807.98	16,501.38	12,964.40	22,000.00	59
OPERATING SUPPLIES	18,383.39	19,034.14	17,800.80	19,286.81	17,500.00	110
UNIFORM ALLOWANCE	13,966.04	7,733.81	7,183.01	9,182.97	10,000.00	92
PERSONNEL TESTING & RECRUIT INVESTIGATIONS	319.47	525.00	525.00	1,042.15	1,500.00	69
EQUIPMENT REPAIR PARTS	32,262.03	30,284.84	25,482.72	27,134.78	32,000.00	85
EQUIPMENT REPAIRS CONTRACTED	3,350.32	2,194.43	2,179.43	1,147.74	2,600.00	44
SMALL TOOLS & EQUIPMENT	5,291.30	11,795.01	10,180.67	7,993.94	8,000.00	100
CONTRACTED RECORDS MAINT	8,031.46	14,665.99	7,003.26	8,726.06	8,000.00	109
TELEPHONE	8,387.00	8,946.71	7,323.17	7,850.64	9,000.00	87
DRUG EDUCATION & ENFORCEMENT	915.75	818.65	818.65	1,569.86	2,600.00	60
DARE EXPENDITURES	1,928.08	1,805.65	1,805.65	1,844.78	2,000.00	92
TRAVEL EXPENSE	6,404.92	3,902.40	3,129.30	2,009.27	4,000.00	50
TRAINING & INSTRUCTION	6,387.57	6,209.93	4,219.98	4,984.70	6,000.00	83
INSURANCE	7,958.00	10,797.00	10,797.00	12,564.00	11,000.00	114
WORKERS COMPENSATION	12,546.00	10,778.00	10,778.00	13,956.82	11,000.00	127
RENTS	1,680.00	1,680.00	1,240.00	1,285.00	1,600.00	80
DUES & SUBSCRIPTIONS	2,161.00	3,457.00	3,217.00	2,864.24	3,000.00	95
DOG POUND EXPENSES	1,018.58	1,870.56	912.36	689.00	1,700.00	41
TOTAL: POLICE DEPARTMENT	818,926.46	837,870.25	698,888.45	690,017.42	854,900.00	81
FIRE DEPARTMENT						
PART TIME - SALARIES	42,708.76	57,757.86	6,943.46	4,359.80	48,000.00	9
OFFICE SUPPLIES	384.53	184.79	184.79	252.03	500.00	50
GAS & OIL	2,050.28	1,949.12	1,466.37	1,612.44	2,600.00	62
OPERATING SUPPLIES	3,099.07	3,526.07	3,148.09	2,262.81	4,000.00	57
EQUIPMENT REPAIR PARTS	502.76	3,167.77	2,747.51	2,081.21	4,000.00	52
EQUIPMENT REPAIR CONTRACTUAL	6,046.65	3,021.68	725.43	5,521.24	5,000.00	110
RADIO REPAIRS CONTRACTED		1,792.95	1,792.95	1,426.58	1,000.00	143
BUILDING MAINTENANCE & SUPPL	2,885.04	4,535.98	2,883.36	3,454.21	3,000.00	115
BUILDING REPAIRS CONTRACTED	1,395.94			2,723.00		
SMALL TOOLS & EQUIPMENT	5,392.28	3,975.45	2,155.50	13,459.60	4,500.00	299
TELEPHONE	172.19	70.18	70.18			
CONTRACTED SERVICES	934.04	475.42	388.39	432.90		
TRAVEL EXPENSE	1,982.29	1,546.02	1,546.02	3,833.94	3,000.00	128
TRAINING & INSTRUCTION	3,752.80	5,308.64	5,108.64	5,195.00	5,000.00	104

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
INSURANCE	9,274.00	10,250.00	10,250.00	6,516.00	10,500.00	62
WORKERS COMPENSATION	6,390.00	5,773.00	5,773.00	6,495.44	6,000.00	108
UTILITIES	3,814.08	4,210.26	3,492.90	4,554.35	4,000.00	114
HEATING COST	3,876.26	2,267.33	1,758.03	1,324.93	4,000.00	33
HYDRANT RENTALS/FIRE SERVICE	10,000.00	10,000.00	8,333.30	8,333.30	10,000.00	83
TRUCK LEASE						
DUES & SUBSCRIPTIONS	509.00	678.00	678.00	650.00	600.00	108
TOTAL: FIRE DEPARTMENT	105,169.97	120,490.52	59,445.92	74,488.78	115,700.00	64
BUILDING DEPARTMENT						
SALARIES	47,200.56	48,546.52	39,352.92	40,051.20	49,000.00	82
PENSIONS	9,193.66	9,814.28	7,978.23	7,962.40	9,300.00	86
HEALTH, LIFE AND DISABILITY	11,537.44	11,866.60	9,826.42	12,140.01	14,490.00	84
GAS	637.66	294.86	256.83	151.92	500.00	30
OPERATING SUPPLIES	2,532.96	1,488.80	1,487.30	945.17	1,600.00	59
CONTRACTED SERV.-OTHER EXPENSE	4,976.50	327.00	327.00		1,000.00	
TELEPHONE	721.07	770.65	669.69	509.34	750.00	68
TRAVEL EXPENSE	4,272.90	4,714.44	3,887.59	3,623.12	4,000.00	91
TRAINING & INSTRUCTION	469.59	979.79	979.79	1,066.00	600.00	178
DUES & SUBSCRIPTIONS	60.00	75.00	75.00	75.00	100.00	75
TOTAL: BUILDING DEPARTMENT	81,602.34	78,877.94	64,840.77	66,524.16	81,340.00	82
HIGHWAY STREETS & ROADS						
SALARIES	214,917.23	227,546.22	186,690.47	196,005.86	241,800.00	81
PENSIONS	38,859.67	41,984.89	34,178.11	34,604.76	43,600.00	79
HEALTH, LIFE & DISB INSURANCE	26,026.27	24,244.67	20,303.09	26,206.31	28,950.00	91
OFFICE SUPPLIES	28.71	5.99	5.99	21.77	80.00	27
GAS & OIL	42,920.95	35,319.31	30,165.44	25,096.52	28,000.00	90
OPERATING SUPPLIES	8,886.12	12,036.76	7,834.80	10,068.22	11,000.00	92
STREET MARKINGS & SIGNS	7,932.16	2,707.45	2,707.45	6,109.29	6,000.00	102
SHOP SUPPLIES	495.18	1,144.39	466.48	1,097.31	1,000.00	110
EQUIPMENT REPAIR PARTS	16,089.90	9,325.59	7,946.13	6,052.53	20,000.00	30
TIRES	5,273.39	5,262.72	5,262.72	6,235.00	10,000.00	62
EQUIPMENT REPAIRS CONTRACTED	4,553.23	11,228.01	11,107.01	6,028.67	8,000.00	75
STREET MAINTENANCE-MATERIALS	7,857.94	15,170.57	12,475.77	10,369.39	30,000.00	35
STREET MAINT.- SEALCOATING		77,705.54	67,505.54	40,867.56	50,000.00	82
SNOW REMOVAL	13,845.11	2,101.62	1,226.62	5,797.01	15,000.00	39
FLOOD CONTROL						
BUILDING MAINTENANCE & SUPPL	1,318.18	9,107.01	7,356.56	18,679.92	2,500.00	747
SMALL TOOLS & EQUIPMENT	6,078.39	5,829.78	4,729.78	1,533.35	5,000.00	31
TELEPHONE	900.00	900.00	750.00	750.00	900.00	83

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TRAVEL EXPENSE	310.38	76.73	24.98	221.36	450.00	49
TRAINING & INSTRUCTION	1,009.34	968.31	968.31	703.91	1,000.00	70
INSURANCE	14,871.00	14,400.00	14,400.00	11,599.00	15,000.00	77
WORKERS COMPENSATION	14,202.00	15,191.55	15,191.55	13,781.34	16,000.00	86
UTILITIES	5,787.08	4,485.23	3,614.92	5,168.59	5,000.00	103
HEATING COST	3,480.42	2,367.88	1,666.97	2,155.01	3,000.00	72
STREET LIGHTING UTILITIES	60,326.58	62,926.74	50,617.18	49,333.96	62,000.00	80
LAUNDRY	949.62	876.35	699.37	1,030.42	1,000.00	103
TOTAL: STREET DEPARTMENT	496,918.85	582,913.31	487,895.24	484,181.06	605,280.00	80
ORGANIZED RECREATION						
MANAGEMENT FEES	18,430.99	18,582.60			19,500.00	
SENIOR CITIZEN PROGRAM	10,766.49	15,938.65	14,291.46	26,334.14	10,500.00	251
TOTAL: ORGANIZED RECREATION	29,197.48	34,521.25	14,291.46	26,334.14	30,000.00	88
SWIMMING POOL						
TEMPORARY SALARIES	39,028.96	44,254.69	44,254.69	48,240.28	46,000.00	105
PENSIONS	2,985.72	3,385.56	3,385.56	3,690.55	3,600.00	103
OPERATING SUPPLIES	6,236.94	10,003.65	7,086.06	8,626.93	8,200.00	105
BUILDING MAINTENANCE & SUPPL	18,932.87	11,558.10	11,548.74	15,195.64	22,000.00	69
BUILDING REPAIRS CONTRACTED	767.15	5,378.30	3,873.80	639.24	1,000.00	64
CONCESSION SUPPLIES	8,480.53	9,313.34	9,313.34	8,885.86	10,000.00	89
TELEPHONE	556.58	590.63	541.09	340.60	600.00	57
INSURANCE	7,657.00	7,963.00	7,963.00	12,521.79	8,300.00	151
UTILITIES	9,989.60	10,351.54	9,889.70	10,610.84	11,500.00	92
HEATING COST	7,793.11	5,518.99	5,518.99	5,786.14	8,000.00	72
TOTAL: SWIMMING POOL	102,428.46	108,317.80	103,374.97	114,537.87	119,200.00	96
ARMORY						
OPERATING SUPPLIES	129.79	10.40	10.40	41.94	500.00	8
BUILDING MAINT & SUPPLIES	1,512.86	2,620.24	1,740.51	1,628.40	3,000.00	54
CONTRACTED SERVICES	13,049.93	11,986.30	11,872.37	339.84	2,000.00	17
TELEPHONE	484.34	492.25	409.53	417.82	500.00	84
INSURANCE	1,610.00	1,960.00	1,960.00	3,761.00	2,000.00	188
UTILITIES	1,891.83	2,361.95	1,919.14	1,704.62	2,000.00	85
HEATING COST	3,053.42	1,349.54	1,030.02	1,078.77	2,500.00	43
TOTAL: ARMORY	21,732.17	20,780.68	18,941.97	8,972.39	12,500.00	72

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PARKS						
SALARIES	91,719.42	99,199.20	81,881.70	89,298.11	93,300.00	96
PENSIONS	13,830.19	14,430.67	12,097.03	11,684.61	14,700.00	79
HEALTH, LIFE & DISB INSURANCE	12,618.57	12,776.41	10,844.43	13,018.90	15,460.00	84
MOSQUITO SPRAY & SUPPLIES	4,148.71	8,697.40	8,697.40	12,000.00	8,000.00	150
CHEMICALS & CHEM SUPPLIES	725.68	2,286.95	1,981.70	8,266.55	8,000.00	103
GAS & OIL	10,242.06	8,208.66	7,638.69	6,147.58	10,000.00	61
OPERATING SUPPLIES	14,308.35	17,458.67	13,655.33	12,450.50	15,000.00	83
LANDSCAPING MATERIALS	2,151.86	5,047.70	4,276.41	3,856.28	7,000.00	55
EQUIPMENT REPAIR PARTS	11,852.83	11,695.61	10,375.52	9,043.95	12,000.00	75
EQUIPMENT REPAIRS CONTRACTED	2,076.15	1,526.31	1,401.56	3,936.25	2,000.00	197
BUILDING REPAIR AND MAINT	6,411.66	31,436.31	26,332.91	18,329.04	3,500.00	524
SMALL TOOLS & EQUIPMENT	20,885.18	12,536.33	11,403.54	5,720.07	18,000.00	32
CONTRACTED SERVICES-MOWING	5,622.08	7,530.60	7,530.60	7,170.79	5,500.00	130
CONTRACTED SERVICES-TREE REMOV	25,801.06	29,645.63	12,315.50	45,705.00	28,000.00	163
CONTRACTED SERVICES-OTHER	7,030.00	5,995.00	5,995.00	5,919.11	5,000.00	118
TELEPHONE	794.91	884.79	709.92	612.50	800.00	77
TRAVEL EXPENSE	390.76	183.38	183.38	278.51	500.00	56
TRAINING & INSTRUCTION	776.64	111.00	111.00	216.47	500.00	43
INSURANCE	17,132.00	16,843.25	16,843.25	28,175.64	17,800.00	158
UTILITIES	9,171.47	8,222.09	7,133.35	6,744.23	8,000.00	84
RENT	1,800.00	1,800.00	1,500.00			
CEMETERY	12,076.49	7,370.97	7,258.47	6,579.23	5,000.00	132
TOTAL: PARK DEPARTMENT	271,566.07	303,886.93	250,166.69	295,153.32	278,060.00	106
LODGING TAX EXPENSES	22,970.84	28,865.04	26,242.64	23,842.58	31,750.00	75
PROPERTY TAX ABATEMENTS	26,863.55	17,425.08	8,712.54			
NOT ALLOCATED	15,630.88	14,664.96	14,308.78	13,625.79	10,000.00	136
PUBLIC TRANSIT						
SALARIES	90,627.63	99,195.21	77,872.32	111,113.82	100,000.00	111
PENSIONS	13,921.33	15,956.28	12,609.87	13,166.90	16,000.00	82
HEALTH, LIFE & DISB INSURANCE	16,845.77	17,044.18	14,371.89	18,524.85	18,225.00	102
GAS & OIL	23,453.97	14,609.42	12,822.30	7,214.48	23,000.00	31
PERSONNEL TESTING	1,125.00					
OPERATING SUPPLIES	1,013.18	2,348.06	1,402.26	1,152.02	1,500.00	77
EQUIPMENT REPAIR PARTS	7,124.87	11,761.84	10,006.26	11,502.97	8,000.00	144
TIRES	2,133.36	1,592.10	1,592.10	280.50	3,000.00	9
CONTRACTED SERVICES						

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TELEPHONE	498.07	507.69	422.70	426.66	600.00	71
TRAVEL EXPENSE	681.63	159.88	159.88	416.60	600.00	69
TRAINING & INSTRUCTION	155.00	155.00	155.00	155.00	200.00	78
ADVERTISING					500.00	
INSURANCE	8,540.11	5,450.00	5,450.00	5,850.00	5,500.00	106
WORKERS COMPENSATION	4,331.00	4,250.70	4,250.70	3,670.43	4,500.00	82
RENT	4,500.00	4,500.00	3,750.00			
DUES AND SUBSCRIPTIONS						
TOTAL: PUBLIC TRANSIT	174,950.92	177,530.36	144,865.28	173,474.23	181,625.00	96
AIRPORT						
SALARIES	2,500.00	2,500.00			2,500.00	
PENSIONS	192.00	192.00			500.00	
GAS	36,217.03	25,243.30	15,799.60	20,117.40	23,000.00	87
OPERATING SUPPLIES	2,404.07	607.28	607.28	487.48	3,000.00	16
BUILDING MAINTENANCE & SUPPL	12,151.63	8,138.13	6,996.35	5,170.73	5,000.00	103
MANAGEMENT FEES	4,390.00	4,200.00	3,500.00	3,500.00	4,500.00	78
CONTRACTED SERVICES	3,720.38	30.00			500.00	
TELEPHONE	871.60	896.32	746.20	771.38	900.00	86
INSURANCE	5,273.00	5,683.00	5,683.00	4,681.00	5,600.00	84
UTILITIES	8,565.99	7,875.94	5,865.67	6,014.95	9,000.00	67
HEATING COST	1,279.27	809.00	585.64	685.49	1,000.00	69
TOTAL: AIRPORT	77,564.97	56,174.97	39,783.74	41,428.43	55,500.00	75
TRANSFERS						
TRANSFER TO LIBRARY FUND						
TRANSFER TO FIRE DEPT BOND FND						
TRANS TO CAPITAL OUTLAY FUND	520,000.00	533,000.00			500,000.00	
TRANS TO GOLF CLUB	4,180.00	140,469.31		53,633.00	60,000.00	89
TRANSFER TO CONCRETE PROJECTS	15,000.00	15,000.00			15,000.00	
TRANS TO STORM WATER FUND						
TRANS TO FIRE RELIEF FUND	50,563.48	52,979.08	52,979.08	54,076.38	45,000.00	120
TRANS TO OTHER FUNDS		27,796.58		43,451.15		
TRANS TO CIVIC CENTER	26,000.04	32,708.35	26,458.35	31,250.00	37,500.00	83
TOTAL GENERAL FUND EXPENDITURES	3,471,797.82	3,796,222.09	2,538,761.11	2,756,965.74	3,666,355.00	75
TOTAL REVENUES LESS EXPENDITURES	176,062.71	66,821.89	(150,167.39)	(387,379.82)	20,570.00	(1883)

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
LIBRARY FUND						
TAXES	106,765.61	109,579.28	59,264.42	60,793.17	112,142.00	54
INTEREST EARNINGS						
RENTALS						
DONATIONS	1,052.44	1,830.52	1,713.52	664.57		
BUILDING DONATIONS						
SALE OF PROPERTY						
REFUNDS & REIMBURSEMENTS	2,792.72	2,448.79	1,868.31	1,905.19	2,000.00	95
TRANSFER FROM GENERAL FUND						
TRANSFER FROM OTHER FUNDS	364.00	310.98			400.00	
TOTAL LIBRARY FUND REVENUES	110,974.77	114,169.57	62,846.25	63,362.93	114,542.00	55
EXPENDITURES						
OFFICE & OPERATING SUPPLIES	5,101.08	3,299.49	3,326.65	2,668.15	5,000.00	53
EQUIPMENT REPAIRS						
BUILDING MAINTENANCE & SUPPL	8,523.06	4,130.47	3,861.74	6,739.09	6,000.00	112
BUILDING REPAIRS CONTRACTED						
MANAGEMENT FEES-PIONEERLAND	77,097.00	79,410.00	79,410.00	81,792.00	81,792.00	100
CONTRACTED SERV - CLEANING	4,740.00	4,345.00	3,950.00	4,345.00	5,000.00	87
TELEPHONE	903.24	923.85	769.73	793.14	1,000.00	79
TRAVEL	357.36	109.63	109.63	184.94	750.00	25
INSURANCE	3,864.00	4,400.00	4,400.00	4,186.00	4,500.00	93
UTILITIES	2,452.37	2,526.30	2,107.76	2,286.10	5,000.00	46
HEATING COST	2,585.72	2,345.91	2,149.45	1,813.65	2,500.00	73
CAPITAL OUTLAY	41,468.85					
CAPITAL OUTLAY - BOOKS	3,538.23	4,119.09	4,119.09	3,000.00	3,000.00	100
TOTAL LIBRARY FUND EXPENDITURES	150,630.91	105,609.74	104,204.05	107,808.07	114,542.00	94
TOTAL REVENUES LESS EXPENDITURES	(39,656.14)	8,559.83	(41,357.80)	(44,445.14)		

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
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*** WATER FUND ***						
SALE OF SERVICE	563,912.47	572,678.48	481,107.74	515,227.79	592,000.00	87
CONNECTION FEES	250.00	750.00	750.00	350.00	250.00	140
FIRE SERVICE FEE	10,000.00	10,000.00	8,333.30	8,333.30	10,000.00	83
REFUNDS & REIMBURSEMENTS	4,851.06	2,622.46	2,596.14	12,836.28	3,500.00	367
TOTAL REVENUES	579,013.53	586,050.94	492,787.18	536,747.37	605,750.00	89
EXPENDITURES						
SALARIES	109,447.75	103,334.84	83,756.48	86,584.65	119,000.00	73
EARNED BENEFITS	1,077.65	2,184.18			1,400.00	
FRINGE BENEFITS	39,111.23	42,053.41	32,939.80	36,286.08	45,620.00	80
OFFICE SUPPLIES	334.35	143.80	143.80	189.28	500.00	38
CHEMICALS & CHEMICAL SUPPLIES	17,830.85	24,503.24	20,755.38	18,235.98	25,000.00	73
GAS & OIL	3,698.41	2,616.64	2,371.60	2,198.60	3,500.00	63
OPERATING SUPPLIES	7,636.77	2,895.05	1,956.62	3,124.67	5,500.00	57
LABORATORY AND TESTING	1,398.00	377.01	334.27	1,828.09	4,000.00	46
EQUIPMENT REPAIR & MAINTENANCE	3,707.28	329.18	213.23	1,899.62	5,500.00	35
MAINTAIN SYSTEM	65,319.34	28,834.57	25,524.99	16,807.16	39,000.00	43
BUILDING REPAIR & MAINTENANCE	1,224.62	1,007.06	536.09	2,320.44	2,000.00	116
MANAGEMENT FEES	37,800.00	38,556.00	32,130.00	32,772.50	39,327.00	83
TELEPHONE	2,017.28	1,961.64	1,639.26	1,622.15	2,000.00	81
TRAVEL	698.59	411.27	411.27	603.27	1,000.00	60
TRAINING	1,341.60	599.52	599.52	536.27	2,000.00	27
MARKETING	569.02	608.66	608.66	532.02	600.00	89
INSURANCE	8,630.00	8,751.20	7,237.20	3,509.20	6,800.00	52
WORK COMP INSURANCE	145.00	766.80	255.60	2,689.45	3,500.00	77
ELECTRIC UTILITIES	26,063.68	25,192.40	21,429.90	19,379.98	25,000.00	78
DEPRECIATION	190,169.86	195,483.23	155,694.70	162,103.42	190,000.00	85
MISCELLANEOUS	5,724.72	13,758.91	11,512.83	3,787.42	5,000.00	76
INTERDEPARTMENTAL CHARGES	12,375.00	12,375.00	10,312.50	10,312.50	12,375.00	83
TOTAL EXPENDITURES	536,321.00	506,743.61	410,363.70	407,322.75	538,622.00	76
OPERATING PROFIT/(LOSS)	42,692.53	79,307.33	82,423.48	129,424.62	67,128.00	193

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
OTHER INCOME & EXPENSE						
INTEREST INCOME	7,723.94	9,213.27	7,581.01	8,899.09	9,000.00	99
CONTRIBUTED CAPITAL DEPRECIAT'N						
GAIN/LOSS ON FIXED ASSET SALE	340.99	21,500.00	21,500.00			
INTEREST EXPENSE	(70,437.92)	(61,016.01)	(39,162.40)	(36,818.86)	(62,268.00)	59
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	<u>(19,680.46)</u>	<u>49,004.59</u>	<u>72,342.09</u>	<u>101,504.85</u>	<u>13,860.00</u>	<u>732</u>

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
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*** SEWER FUND ***						
SALE OF SERVICE	825,195.71	799,168.05	667,474.33	693,951.92	884,800.00	78
CONNECTION FEES	2,500.00	6,000.00	6,000.00	4,072.00	2,000.00	204
REFUNDS & REIMBURSEMENTS	1,570.65	3,601.39	2,584.28	1,823.45	2,700.00	68
TOTAL REVENUES	829,266.36	808,769.44	676,058.61	699,847.37	889,500.00	79
EXPENDITURES						
SALARIES	6,036.69	7,904.36	6,606.08	4,937.01	14,800.00	33
EARNED BENEFITS	1,225.71	2,136.96			1,200.00	
FRINGE BENEFITS	2,126.96	2,781.76	2,142.38	1,976.36	4,725.00	42
OFFICE SUPPLIES				13.98	200.00	7
CHEMICALS & CHEMICAL SUPPLIES	33,090.80	39,488.72	35,154.31	22,693.44	35,000.00	65
GAS & OIL	3,117.38	1,502.08	1,100.62	1,586.20	3,000.00	53
OPERATING SUPPLIES	1,166.78	729.59	707.32	1,349.05	1,200.00	112
LABORATORY AND TESTING		1,182.56	847.62	1,648.25		
CONTRACTED SERVICES-TESTING	356.50					
EQUIPMENT REPAIR & MAINTENANCE	12,781.76	16,332.12	15,829.27	8,112.74	15,000.00	54
MAINTAIN SYSTEM	52,092.62	28,709.58	24,923.04	26,399.12	34,000.00	78
BUILDING REPAIR & MAINTENANCE	5,395.52	5,075.96	3,126.37	1,655.13	6,000.00	28
CONTRACTED OPERATIONS	256,505.00	241,332.00	201,110.00	201,110.00	243,000.00	83
MANAGEMENT FEES	49,071.00	50,052.00	41,710.00	42,544.20	51,053.00	83
TELEPHONE	234.64	219.25	186.86	158.57	300.00	53
TRAVEL	163.26	434.24	434.24	379.44	300.00	126
TRAINING	330.43	333.00	333.00	823.33	500.00	165
INSURANCE	12,951.00	10,711.00	10,046.00	14,936.80	12,000.00	124
WORK COMP INSURANCE				151.26		
ELECTRIC UTILITIES	45,452.50	50,641.47	42,640.89	42,206.12	52,500.00	80
HEAT	6,291.40	4,178.50	3,475.83	2,675.15	6,500.00	41
DEPRECIATION	328,486.16	335,302.46	265,201.50	275,831.67	328,000.00	84
MISCELLANEOUS	5,973.53	5,511.23	1,726.05	4,356.61	4,000.00	109
INTERDEPARTMENTAL CHARGES	21,360.00	21,360.00	17,800.00	17,800.00	21,360.00	83
TOTAL EXPENDITURES	844,209.64	825,918.84	675,101.38	673,344.43	834,638.00	81
OPERATING PROFIT/(LOSS)	(14,943.28)	(17,149.40)	957.23	26,502.94	54,862.00	48

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
OTHER INCOME & EXPENSE						
SPECIAL ASSESSMENTS						
INTEREST INCOME	1,035.63	1,354.15	1,223.61	279.32	1,000.00	28
CONTRIBUTED CAPITAL DEPRECIAT'N						
INTEREST EXPENSE	(75,877.57)	(62,478.03)	(40,223.80)	(36,624.06)	(64,426.00)	57
GAIN/LOSS ON DISPOSAL OF ASSET						
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	(89,785.22)	(78,273.28)	(38,042.96)	(9,841.80)	(8,564.00)	115

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
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*** GARBAGE COLLECTION FUND ***						
REVENUES						
SALE OF GARBAGE TAGS	3,671.86	4,214.48	3,488.85	2,454.76	3,500.00	70
GARBAGE BILLINGS	162,333.75	162,183.99	134,841.99	137,004.19	163,000.00	84
OTHER REVENUE	435.59	188.02	179.29	96.46	200.00	48
TOTAL REVENUES	166,441.20	166,586.49	138,510.13	139,555.41	166,700.00	84
EXPENDITURES						
OPERATING SUPPLIES	1,195.20	1,632.48	1,602.44	1,547.91	1,100.00	141
MANAGEMENT FEES	8,664.00	8,838.00	7,365.00	7,512.00	9,014.00	83
CONTRACTED GARBAGE PICKUP	103,944.00	103,944.00	86,620.00	86,620.00	114,000.00	76
REFUSE DISPOSAL	43,956.80	43,899.40	36,043.40	52,176.34	105,300.00	50
UNCOLLECTABLE ACCOUNTS	762.40	1,273.86			1,000.00	
TOTAL EXPENDITURES	158,522.40	159,587.74	131,630.84	147,856.25	230,414.00	64
OPERATING PROFIT/(LOSS)	7,918.80	6,998.75	6,879.29	(8,300.84)	(63,714.00)	13
INTEREST INCOME	2,079.30	2,192.64	1,817.66	1,942.00	2,000.00	97
NET INCOME/(LOSS)	9,998.10	9,191.39	8,696.95	(6,358.84)	(61,714.00)	10
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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
*** ELECTRIC FUND ***						
REVENUES						
SALE OF SERVICE	3,089,034.35	3,084,915.90	2,597,302.24	2,534,512.49	3,085,000.00	82
MISCELLANEOUS	41,247.24	36,286.31	30,390.99	24,297.98	32,000.00	76
ADMINISTRATIVE SERVICES	12,000.00	14,400.00	12,000.01	12,000.00	14,400.00	83
INTERDEPARTMENTAL CHARGES	33,735.00	33,735.00	28,112.50	28,112.50	33,735.00	83
REFUNDS AND REIMBURSEMENTS	25,810.72	21,069.25	14,630.66	10,881.85	10,000.00	109
CONSERVATION REBATES	26,529.00	9,048.00	8,533.00	30,353.76	12,000.00	253
TRANSMISSION REVENUE	5,577.41	4,330.63	3,118.39	2,370.55	82,000.00	3
GENERATION CAPACITY REVENUE	16,910.00					
DEDICATED CAPACITY REVENUE	313,000.00	324,400.00	269,600.00	273,200.00	325,000.00	84
GENERATION SALES	9,074.21	8,407.89	6,884.05	4,323.46	9,000.00	48
BACKUP POWER AGREEMENT	610,634.97	529,888.11	422,930.34	500,927.84	550,000.00	91
TOTAL REVENUES	4,183,552.90	4,066,481.09	3,393,502.18	3,420,980.43	4,153,135.00	82
EXPENDITURES						
POWER PRODUCTION						
GAS & OIL	174.00	13,650.00	13,650.00		30,000.00	
OPERATING SUPPLIES						
EQUIPMENT REPAIR & MAINTENANCE	54,537.73	47,697.09	37,359.03	42,743.03	65,000.00	66
BUILDING REPAIR & MAINT	4,886.29	1,451.35	1,124.04	587.19	2,500.00	23
MANAGEMENT FEES-POWER PRODUCT	17,004.00	17,344.10	14,453.50	14,742.00	17,690.00	83
MRES-OPERATION & MAINT	21,703.19	23,580.14	14,927.67	12,372.91	23,000.00	54
CONTRACTED SERVICES						
UTILITIES	34,197.21	39,563.02	32,106.10	29,056.33	35,000.00	83
MISCELLANEOUS						
TOTAL POWER PRODUCTION	132,502.42	143,285.70	113,620.34	99,501.46	173,190.00	57
PURCHASED POWER						
PURCHASED POWER	1,499,408.78	1,451,753.31	1,209,249.44	1,149,410.86	1,470,000.00	78
WHEELING	268,671.70	280,504.09	236,041.65	294,793.25	355,000.00	83
BACKUP POWER AGREEMENT COSTS	258,777.47	271,373.09	227,855.21	240,497.49	350,000.00	69
TOTAL PURCHASED POWER	2,026,857.95	2,003,630.49	1,673,146.30	1,684,701.60	2,175,000.00	77

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TRANSMISSION						
MAINTENANCE OF TRANS LINE					1,000.00	
MANAGMENT FEES-TRANSMISSION	17,004.00	17,344.10	14,453.50	14,742.00	17,690.00	83
MRES-STATION & MAINT	755.85	1,436.58	1,366.23	593.76	2,500.00	24
OTHER CONTRACTED SERVICES						
TOTAL TRANSMISSION	17,759.85	18,780.68	15,819.73	15,335.76	21,190.00	72
DISTRIBUTION						
MRES - OFFICE ADDER	38,615.77	32,165.01	24,680.45	16,640.59	32,000.00	52
GAS & OIL	8,962.12	6,169.39	5,296.18	4,086.94	8,000.00	51
OPERATING SUPPLIES	15,902.44	15,198.41	9,709.33	13,091.40	14,000.00	94
EQUIPMENT REPAIRS & MAINT	30,795.30	19,522.52	17,995.65	13,867.44	22,000.00	63
MAINTAIN SYSTEM	31,937.99	42,260.11	26,051.42	30,662.21	38,000.00	81
MAINTAIN STREET LIGHTS	27,335.38	7,525.01	4,350.82	4,168.82	20,000.00	21
BUILDING REPAIR & MAINTENANCE	1,268.04	5,250.29	4,013.48	4,104.30	7,000.00	59
MANAGEMENT FEES-DIST	51,012.00	52,032.50	43,360.50	44,227.00	53,072.00	83
MISSOURI RIVER CLEARING			40,000.00	195,985.24		
MRES DISTRIBUTION	373,542.47	414,563.03	323,803.38	197,130.68	410,000.00	48
OTHER CONTRACTED SERVICES	8,419.52	18,802.63	13,453.63	1,367.86	15,000.00	9
TELEPHONE	3,555.71	4,291.25	3,233.99	3,205.98	5,000.00	64
TRAVEL EXPENSE	6,348.42	7,675.09	5,911.61	5,293.22	8,000.00	66
TRAINING	10,263.81	8,010.20	5,906.21	6,723.13	7,500.00	90
ELECTRIC UTILITIES	16,258.96	13,955.02	11,556.89	4,122.70	13,000.00	32
HEAT	1,073.04	2,923.64	2,291.72	1,418.76	3,000.00	47
MISCELLANEOUS	310.31	51.62	51.62		1,000.00	
TOTAL DISTRIBUTION	625,601.28	650,395.72	541,666.88	546,096.27	656,572.00	83
ADMINISTRATION						
SALARIES	84,263.50	89,099.93	72,598.18	74,634.60	94,700.00	79
EARNED BENEFITS	(3,045.71)	1,885.18			1,550.00	
FRINGE BENEFITS	37,824.30	41,890.55	33,301.44	34,930.02	43,785.00	80
OFFICE SUPPLIES	13,274.29	17,326.89	14,598.34	13,225.97	16,000.00	83
POSTAGE	1,350.95	962.46	872.81	917.40	2,000.00	46
GAS	187.45	63.26	63.26	40.97	500.00	8
MANAGEMENT FEES	76,518.00	78,048.80	65,041.00	66,339.00	79,606.00	83
MRES-NON UTILITY CHARGES	62,283.20	68,907.66	48,922.53	54,144.35	65,000.00	83
CONTRACTED SERVICES	7,192.62	6,162.07	5,705.00	4,173.37	11,000.00	38
DATA PROCESSING SERVICES	20,829.79	18,341.02	14,085.18	20,311.64	25,000.00	81
BILL PRINT SERVICES	13,347.21	13,832.61	11,526.53	11,299.13	14,400.00	78
TELEPHONE	7,037.84	7,424.08	6,208.24	6,107.52	8,000.00	76
TRAVEL EXPENSE	1,775.63	1,422.36	977.09	1,282.99	2,000.00	64

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TRAINING & INSTRUCTION	425.00	1,257.00	672.00	1,470.00	1,800.00	82
MARKETING	7,633.69	9,224.29	8,349.49	6,110.22	9,000.00	68
INSURANCE	27,721.00	28,845.00	23,492.20	33,116.50	28,000.00	118
DEPRECIATION	521,585.45	524,463.47	389,407.30	417,154.48	510,000.00	82
MISCELLANEOUS						
BAD DEBTS	28,625.45	11,468.28		100.00	12,000.00	1
DUES & SUBSCRIPTIONS	6,151.33	5,963.00	5,963.00	5,936.00	6,500.00	91
MRES-LOAD MANAGEMENT	9,276.39	11,929.15	10,662.93	4,027.11	12,000.00	34
LOAD MANAGEMENT/CONSERVATION	48,444.86	29,745.50	25,408.05	45,684.97	35,846.00	127
TOTAL ADMINISTRATION	972,702.24	968,262.56	737,854.57	801,006.24	978,687.00	82
GRAND TOTAL EXPENSES	3,775,423.74	3,784,355.15	3,082,107.82	3,146,641.33	4,004,639.00	79
OPERATING PROFIT/(LOSS)	408,129.16	282,125.94	311,394.36	328,868.44	148,496.00	221
OTHER INCOME & EXPENSE						
INTEREST INCOME	72,048.03	57,602.26	46,438.97	49,799.35	55,000.00	91
UNREALIZED GAIN (LOSS) ON INVS	79,860.78	(1,292.24)	817.05	7,203.00		
INTEREST EXPENSE	(253,057.48)	(239,803.92)	(216,035.16)	(203,694.26)	(227,000.00)	90
GAIN/LOSS ON DISPOSAL/ASSET	(537.09)	3,299.63				
SALE OF PROPERTY	4,867.50			6,550.00		
NET INCOME/(LOSS)	311,310.90	101,931.67	142,615.22	188,726.53	(23,504.00)	(803)
*** SALE OF SERVICE BREAKDOWN ***						
RESIDENTIAL LIGHTING	1,300,831.32	1,311,556.05	1,111,086.60	1,089,930.53	1,310,000.00	83
INTERRUPTIBLE SERVICE	93,692.22	82,255.20	67,761.02	57,395.68	85,000.00	68
MUNICIPAL SERVICE	220,769.45	214,857.75	177,245.89	162,439.28	215,000.00	76
COMMERCIAL LIGHTING	382,474.31	364,310.56	306,852.58	290,945.83	370,000.00	79
INDUSTRIAL SERVICE	1,007,636.10	1,026,690.52	865,055.80	866,103.81	1,020,000.00	85
STREET LIGHTING & SECURITY LIGHTS	83,630.95	85,245.82	69,300.35	67,697.36	85,000.00	80
TOTAL SALES OF SERVICE	3,089,034.35	3,084,915.90	2,597,302.24	2,534,512.49	3,085,000.00	82

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
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*** LIQUOR FUND ***						
REVENUES						
SALES	1,109,386.82	1,105,459.58	869,670.61	859,495.69	1,122,000.00	77
COST OF SALES	718,888.99	712,993.52	562,615.31	559,102.88	721,380.00	78
GROSS PROFIT	390,497.83	392,466.06	307,055.30	300,392.81	400,620.00	75
RENTAL INCOME	17,984.00	26,821.20	17,266.00	24,827.40	26,000.00	95
MACHINE COMMISSIONS	1,736.23	1,709.41	1,412.18	1,487.96	2,000.00	74
MISCELLANEOUS INCOME	428.55	122.50	122.50		500.00	
TOTAL GROSS PROFIT	410,646.61	421,119.17	325,855.98	326,708.17	429,120.00	76
EXPENDITURES						
SALARIES	140,412.40	149,964.82	127,193.32	106,224.54	145,000.00	73
FRINGE BENEFITS	43,228.10	48,274.28	37,779.29	41,252.22	53,350.00	77
OFFICE SUPPLIES	352.58	447.13	431.65	412.86	500.00	83
OPERATING SUPPLIES	4,974.86	5,128.11	4,342.86	3,981.81	6,000.00	66
BUILDING MAINTENANCE & SUPPLIES	11,421.34	17,519.83	15,711.15	7,562.35	10,000.00	76
MANAGEMENT FEES	25,104.00	25,606.00	21,338.40	21,765.00	26,118.00	83
CONTRACTED SERVICES - CLEANING	9,307.37	9,792.30	8,853.88	9,642.12	11,000.00	88
TELEPHONE EXPENSE	1,282.84	1,331.41	1,092.12	1,218.71	1,300.00	94
TRAVEL EXPENSE				54.00	450.00	12
TRAINING & INSTRUCTION	399.00	30.00	30.00	15.00	500.00	3
FREIGHT ON LIQUOR	4,553.45	4,483.20	3,259.35	3,031.95	4,200.00	72
ADVERTISING	11,352.68	10,019.88	8,283.44	6,236.75	13,000.00	48
INSURANCE	15,143.00	18,340.50	13,716.50	18,197.85	18,500.00	98
UTILITIES	12,748.33	13,277.78	11,344.92	10,740.72	13,000.00	83
HEATING COST	1,274.08	1,043.44	859.60	854.60	1,300.00	66
DEPRECIATION	5,243.60	5,506.79	4,420.00	4,420.00	6,000.00	74
MISCELLANEOUS	5,670.60	13,526.36	12,701.27	4,149.66	5,700.00	73
CREDIT CARD DISCOUNT	12,264.50	13,476.00	10,890.99	10,465.67	13,000.00	81
BAD DEBTS	807.30	858.16	498.16	1,435.30	500.00	287
LAUNDRY EXPENSE	1,331.45	1,313.03	1,077.93	956.38	1,400.00	68
TOTAL EXPENDITURES	306,871.48	339,939.02	283,824.83	252,617.49	330,818.00	76
OPERATING PROFIT/(LOSS)	103,775.13	81,180.15	42,031.15	74,090.68	98,302.00	75
INTEREST INCOME	100.66	108.48	82.15	187.42	100.00	187
GAIN/LOSS ON DISPOSAL/ASSET						
NET INCOME/(LOSS)	103,875.79	81,288.63	42,113.30	74,278.10	98,402.00	75

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FOR MONTH ENDED 31Oct2016

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DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
*** LIQUOR SALES ANALYSIS ***						
OFF SALE LIQUOR & WINE SALES	361,091.89	358,755.49	275,363.68	277,024.27	370,000.00	75
COST OF SALES	(249,451.48)	(246,510.20)	(189,415.98)	(193,153.90)	(249,000.00)	78
GROSS PROFIT	111,640.41	112,245.29	85,947.70	83,870.37	121,000.00	69
OFF SALE BEER SALES	548,913.09	533,809.03	428,947.73	418,067.87	540,000.00	77
COST OF SALES	(394,933.66)	(392,159.58)	(314,305.81)	(307,907.86)	(400,680.00)	77
GROSS PROFIT	153,979.43	141,649.45	114,641.92	110,160.01	139,320.00	79
ON SALE LIQUOR & WINE SALES	71,322.80	74,320.49	57,603.24	53,554.88	75,000.00	71
COST OF SALES	(13,076.72)	(13,483.71)	(10,327.35)	(8,997.17)	(13,500.00)	67
GROSS PROFIT	58,246.08	60,836.78	47,275.89	44,557.71	61,500.00	72
ON SALE BEER SALES	80,110.88	91,183.08	69,464.23	75,388.41	90,000.00	84
COST OF SALES	(23,065.59)	(25,534.90)	(19,612.25)	(21,540.96)	(25,200.00)	85
GROSS PROFIT	57,045.29	65,648.18	49,851.98	53,847.45	64,800.00	83
MISCELLANEOUS SALES	47,948.16	47,391.49	38,291.73	35,460.26	47,000.00	75
COST OF SALES	(38,361.54)	(35,305.13)	(28,953.92)	(27,502.99)	(33,000.00)	83
GROSS PROFIT	9,586.62	12,086.36	9,337.81	7,957.27	14,000.00	57
TOTAL SALES	1,109,386.82	1,105,459.58	869,670.61	859,495.69	1,122,000.00	77
TOTAL COST OF SALES	(718,888.99)	(712,993.52)	(562,615.31)	(559,102.88)	(721,380.00)	78
TOTAL GROSS PROFIT	390,497.83	392,466.06	307,055.30	300,392.81	400,620.00	75

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.34950 2) PARK SIGN RENTALS	1) GENERAL FUND AARHUS REFUND	5.00	INCIDENTAL FUND		D-10312016-455	265
101.41110.350 2) MAYOR & COUNCIL	1) GENERAL FUND 3) PRINTING & PUBLISHING PUB NOTICES, SMALL CITIE	355.50	MONITOR & NEWS		D-10312016-455	328
101.41110.433 2) MAYOR & COUNCIL	1) GENERAL FUND 3) DUES & SUBSCRIPTIONS MEMBER DUES	3,425.00	LEAGUE OF MINNESOTA CITT		D-10312016-455	254
101.41300.131 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	8.44	SELECT ACCOUNT		D-10312016-455	323
101.41300.201 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) OFFICE SUPPLIES LASERJET TONER CARTG MAGNIFIER SHREDDING DATA LASER PAYROLL CHECKS LASER DIRECT DEPOSIT VOID	202.12 16.98 104.32 290.75 407.09 0.00	SCHOOL SPECIALTY ZOSEL'S TRUE VALUE SHRED-IT USA CREATIVE FORMS & CONCEPT CREATIVE FORMS & CONCEPT GENERAL FUND		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 M-10312016-4556	309 338 339 416 419 83
101.41300.202 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) DUPLICATING & COPYING COPIER MAINT COPIER PAYMENT VOID COPIER MAINT	87.95 139.00 0.00 126.50	LOFFLER COMPANIES-131511 TOSHIBA FINANCIAL SERVIC LOFFLER COMPANIES-131511 LOFFLER COMPANIES-131511		D-10312016-455 D-10312016-455 M-10312016-4556 M-10312016-4556	69 195 55 57
101.41300.207 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) SAFETY & DRUG TESTING CHEW SUPPLIES HEALTHFAIR 9/7 EAT THIS/NOT THAT 10/5 GROCERY STORE TOUR CHEW-GLUCOSE/LIPIDS	14.86 1,139.20 43.75 43.75 275.00	DAROLD'S SUPER VALUE SWIFT COUNTY BENSON HOSP SWIFT COUNTY BENSON HEAL SWIFT COUNTY BENSON HEAL SWIFT COUNTY BENSON HOSP		D-10312016-455 D-10312016-455 M-10312016-4556 M-10312016-4556 M-10312016-4556	234 444 45 46 47
101.41300.209 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) GAS & OIL GAS	155.04	GLACIAL PLAINS COOPERATI		D-10312016-455	370
101.41300.221 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS TIRE REPLACE & MOUNT	76.25	GLACIAL PLAINS COOPERATI		D-10312016-455	83
101.41300.240 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) SMALL TOOLS AND EQUIPMENT CANON DR-6030C SCANNER	2,995.00	OPG-3 INC		048064 M-10312016-456	81
101.41300.309 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) CONTRACTED SERVICES COMP TIME/DATA ENTRY	1,200.00	ELECTRIC FUND		D-10312016-455	21
101.41300.310 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) CONTRACTED SERVICES SPAM FILTERING TECH SUPPORT SVC SUPPORT-LASERFISCHE	42.00 220.00 1,473.00	MN OFFICE OF ENTERPRISE SWIFT COUNTY OPG-3 INC		D-10312016-455 D-10312016-455 M-10312016-4556	92 109 82
101.41300.321 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) TELEPHONE LONG DISTANCE CHARGES MONTHLY PRI CHARGE CELL PHONE	145.87 418.05 111.42	CENTURYLINK CENTURYLINK VERIZON		D-10312016-455 D-10312016-455 048083 D-10312016-4556	80 188 30
101.41300.331 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) TRAVEL EXPENSE PLANNING COMM PLANNING COMM COFFEE	86.52 53.31 9.09	INCIDENTAL FUND DOMAT'S FAMILY FOODS BANKCARD CENTER		D-10312016-455 D-10312016-455 D-10312016-4556	267 284 437

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.42100.213 2) POLICE DEPARTMENT	1) GENERAL FUND 3) UNIFORM ALLOWANCE					
	UNIFORM ALLOW	277.30	ALPHA TRAINING & TACTICS		D-10312016-445	231
	ALTERATION FEE	50.00	ALPHA TRAINING & TACTICS		D-10312016-445	232
	UNIFORMS	61.00	KEEPRS, INC		D-10312016-445	257
	BELT	86.99	KEEPRS, INC		D-10312016-445	258
	GLOVES	86.99	ALPHA TRAINING & TACTICS		D-10312016-445	399
	BELT RETURN	159.99	KEEPRS, INC		D-10312016-445	403
	JACKET	129.99	KEEPRS, INC		D-10312016-445	404
	SHIRT BELT	108.99	STREICHER'S		D-10312016-445	408
	KIM UNIFORM ALLOWANCE		UNIFORMS UNLIMITED		D-10312016-445	446
101.42100.214 2) POLICE DEPARTMENT	1) GENERAL FUND 3) PERSONNEL TESTING & RECRUIT					
	ENGFER EXAM	188.80	SWIFT COUNTY BENSON HOSP		D-10312016-455	243
	ENGFER SCREENING	545.00	GARY L FISCHLER & ASSOCI		D-10312016-455	276
101.42100.219 2) POLICE DEPARTMENT	1) GENERAL FUND 3) INVESTIGATIONS					
	PROSECUTION FEES	1,924.61	WILCOX LAW OFFICE, P.A.		D-10312016-455	221
	STORAGE UNIT RENT	240.00	SOUTHSIDE STORAGE		D-10312016-455	244
	IMPOUND	217.00	BENSON BODY SHOP		D-10312016-455	400
	PROSECUTION SERVICES	2,487.11	WILCOX LAW OFFICE, P.A.	048076	M-10312016-456	50
101.42100.223 2) POLICE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED					
	OIL CHG	36.36	TOM'S SERVICE INC		D-10312016-455	227
	EXPLORER REPAIRS	541.28	NOLAN BAKER FORD SALES I	048079	M-10312016-456	53
101.42100.240 2) POLICE DEPARTMENT	1) GENERAL FUND 3) SMALL TOOLS & EQUIPMENT					
	WATER, COOLER RENT	29.45	CULLIGAN SOFT WATER		D-10312016-455	394
101.42100.321 2) POLICE DEPARTMENT	1) GENERAL FUND 3) TELEPHONE					
	MONTHLY PRI CHARGE	100.00	CENTURYLINK		D-10312016-455	189
	LOCAL SERVICE	64.73	CENTURYLINK		D-10312016-455	197
	CELL PHONE-POLICE	101.42	VERIZON		D-10312016-455	226
	CELL PHONE	209.17	VERIZON	048083	M-10312016-456	51
101.42100.331 2) POLICE DEPARTMENT	1) GENERAL FUND 3) TRAVEL EXPENSE					
	MEALS	50.58	BANKCARD CENTER		D-10312016-455	440
101.42100.411 2) POLICE DEPARTMENT	1) GENERAL FUND 3) RENT					
	GARAGE RENT	100.00	ELECTRIC FUND		D-10312016-455	29
101.42100.433 2) POLICE DEPARTMENT	1) GENERAL FUND 3) DUES & SUBSCRIPTIONS					
	INTERNET DOMAIN NAME	179.00	F I GROUP INC		D-10312016-455	229
101.42100.439 2) POLICE DEPARTMENT	1) GENERAL FUND 3) DOG POUND EXPENSES					
	POUND CHARGES	150.00	H & H VETERINARY SERVICE		D-10312016-455	402
101.42200.209 2) FIRE DEPARTMENT	1) GENERAL FUND 3) GAS & OIL					
	GAS	69.64	GLACIAL PLAINS COOPERATI		D-10312016-455	85
101.42200.210 2) FIRE DEPARTMENT	1) GENERAL FUND 3) OPERATING SUPPLIES					
	FIREMEN RECOG, PORK CHOP	918.70	MONITOR & NEWS		D-10312016-455	330
	UNIFORM SHIRTS	726.77	GALLS INC		D-10312016-455	401
	CO DETECTORS	84.24	RUNNINGS SUPPLY INC		D-10312016-455	429
	CABLE	7.73	CHARTER COMMUNICATIONS	048071	M-10312016-456	43
101.42200.310 2) FIRE DEPARTMENT	1) GENERAL FUND 3) CONTRACTED SERVICES					
	CLEAN FIRE HALL	59.00	SWIFT COUNTY DAC		D-10312016-455	333

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.43100.235	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) BUILDING MAINTENANCE & SUPPL					
	CONTROL LOCK-NEW SHOP	1,636.76	FRENCH GLASS & SPECIALTY		D-10312016-455	412
	CONTROL LOCK-OLD SHOP	1,727.09	FRENCH GLASS & SPECIALTY		D-10312016-455	413
101.43100.381	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) UTILITIES					
	ELECT-GRAVEL PIT & DUMP	343.35	MUNICIPAL UTILITIES		D-10312016-455	96
		85.57	AGRALITE ELECTRIC COOPER	048075	M-10312016-456	14
101.43100.383	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) HEATING COST					
	NATURAL GAS	57.69	CENTER POINT ENERGY		D-10312016-455	161
101.43100.386	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) STREET LIGHTING UTILITIES					
	UTILITIES	4,638.32	MUNICIPAL UTILITIES		D-10312016-455	97
101.43100.438	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) LAUNDRY					
	MATS & TOWELS	54.28	BENSON LAUNDRY-MAT HOUSE		D-10312016-455	62
	MATS	52.47	BENSON LAUNDRY-MAT HOUSE		D-10312016-455	375
101.45121.235	1) GENERAL FUND					
2) ORGANIZED RECREATION	3) BUILDING MAINTENANCE & SUPPL					
	PEST CONTROL	35.00	BRANESS PEST CONTROL		D-10312016-455	292
	BATTERY	59.42	BORDER STATES ELECTRIC S		D-10312016-455	351
	FAUCET REPAIR	149.69	HAWLEYS, INC.		D-10312016-455	371
101.45121.310	1) GENERAL FUND					
2) ORGANIZED RECREATION	3) SENIOR CITIZEN PROGRAM					
	MONTHLY CONTRIBUTION	700.00	SENIOR ADVOCACY CORPORAT		D-10312016-455	28
101.45124.210	1) GENERAL FUND					
2) SWIMMING POOL	3) OPERATING SUPPLIES					
	CELL PHONE	35.01	VERIZON	048083	M-10312016-456	84
101.45124.321	1) GENERAL FUND					
2) SWIMMING POOL	3) TELEPHONE					
	LOCAL SERVICE	25.58	CENTURYLINK		D-10312016-455	178
101.45124.381	1) GENERAL FUND					
2) SWIMMING POOL	3) UTILITIES					
	UTILITIES	345.84	MUNICIPAL UTILITIES		D-10312016-455	98
101.45181.235	1) GENERAL FUND					
2) ARMORY	3) BUILDING MAINTENANCE & SUPPL					
	DOOR REPAIR	33.00	HAWLEYS, INC.		D-10312016-455	270
	PEST CONTROL	50.00	BRANESS PEST CONTROL		D-10312016-455	290
	SCENT REFILLS	25.50	WEST CENTRAL SALES		D-10312016-455	353
	PLATE, BAGS	17.77	ZOSEL'S TRUE VALUE		D-10312016-455	381
101.45181.310	1) GENERAL FUND					
2) ARMORY	3) CONTRACTED SERVICES					
	CLEAN ARMORY	41.74	SWIFT COUNTY DAC		D-10312016-455	334
101.45181.321	1) GENERAL FUND					
2) ARMORY	3) TELEPHONE					
	LOCAL SERVICE	42.17	CENTURYLINK		D-10312016-455	179
101.45181.381	1) GENERAL FUND					
2) ARMORY	3) UTILITIES					
	UTILITIES	154.01	MUNICIPAL UTILITIES		D-10312016-455	99
101.45181.383	1) GENERAL FUND					
2) ARMORY	3) HEATING COST					
	NATURAL GAS	44.27	CENTER POINT ENERGY		D-10312016-455	163
101.45200.131	1) GENERAL FUND					
2) PARKS	3) HEALTH INSURANCE					
	HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT		D-10312016-455	327

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.45200.209 2) PARKS	1) GENERAL FUND 3) GAS & OIL GAS	498.18	GLACIAL PLAINS COOPERATI		D-10312016-455	88
101.45200.210 2) PARKS	1) GENERAL FUND 3) OPERATING SUPPLIES TILE, LUMBER T SHIRTS ANTIFREEZE, BOLTS	33.58 238.10 99.16	A.F. BUILDING MATERIALS RUNNINGS SUPPLY INC RUNNINGS SUPPLY INC		D-10312016-455 D-10312016-455 D-10312016-455	302 422 425
101.45200.211 2) PARKS	1) GENERAL FUND 3) LANDSCAPING MATERIALS GRASS SEED	299.96	ZOSEL'S TRUE VALUE		D-10312016-455	388
101.45200.221 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS CONNECTOR SERPENTINE BELT WING NUTS PARTS	10.98 38.99 4.47 923.12	NORTHSIDE AUTO AUTO VALU BENSON RUNNINGS SUPPLY INC JOHN DEERE FINANCIAL		D-10312016-455 D-10312016-455 D-10312016-455 M-10312016-456	356 406 428 55
101.45200.223 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED TIRE REPAIRS WATER PUMP MOWER REPAIRS	562.11 1,465.88	GLACIAL PLAINS COOPERATI JOHN DEERE FINANCIAL	048080	D-10312016-455 M-10312016-456	89 54
101.45200.235 2) PARKS	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL SCHOOL HOUSE LOCK INSECT KILLER OCT RENT WATER, TILE MARKERS	314.52CR 20.97 42.00 32.00 10.48	A F BUILDING MATERIALS ZOSEL'S TRUE VALUE WEST ACRES WATER SYSTEMS RUNNINGS SUPPLY INC		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455	300 378 392 427
101.45200.240 2) PARKS	1) GENERAL FUND 3) SMALL TOOLS & EQUIPMENT FOLD SAW SCREWDRIVER	69.90 20.79	ERIC'S MOTORSPORTS RUNNINGS SUPPLY INC		D-10312016-455 D-10312016-455	313 426
101.45200.310 2) PARKS	1) GENERAL FUND 3) CONTRACTED SERVICES-MOWING MOWING	630.35	SWIFT COUNTY DAC		D-10312016-455	336
101.45200.311 2) PARKS	1) GENERAL FUND 3) CONTRACTED SERVICE - OTHER PARK CARETAKER 10/1-1029	800.00	MANSKA/SHIRLEY		D-10312016-455	198
101.45200.321 2) PARKS	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE SPRINKLER CELL SERVICE	24.54CR 40.01	CENTURYLINK VERIZON	048083	D-10312016-455 M-10312016-456	181 33
101.45200.331 2) PARKS	1) GENERAL FUND 3) TRAVEL EXPENSE PARK BOARD MTG	34.95	DAROLD'S SUPER VALUE		D-10312016-455	233
101.45200.381 2) PARKS	1) GENERAL FUND 3) UTILITIES UTILITIES	599.08	MUNICIPAL UTILITIES		D-10312016-455	100
101.46102.310 2) SHADE TREE DISEASE CONTROL	1) GENERAL FUND 3) CONTRACTED SERV-TREE REMOVAL TREE REMOVAL	18,088.00	A.L.T. TREE SERVICE		D-10312016-455	398
101.46500.343 2) TOURISM	1) GENERAL FUND 3) LODGING TAX EXPENDITURES RIBFEST DONATION	2,995.42	DOMAT'S FAMILY FOODS	048065	M-10312016-456	37
101.49010.210 2) CEMETERY	1) GENERAL FUND 3) OPERATING SUPPLIES BASES TAPE MEASURE	85.22 12.28	BROWN-WILBERT INC RUNNINGS SUPPLY INC		D-10312016-455 D-10312016-455	314 431

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.49010.310 2)CEMETERY	1)GENERAL FUND 3)CONTRACTED SERVICES COLUMBARIUM LETTERING	1,080.00	OMEGA LETTERING INC		D-10312016-455	249
101.49300.731 2)TRANSFERS	1)GENERAL FUND 3)TRANSFER TO OTHER GOVERNMENTS MONTHLY RENT	3,125.00	BENSON CIVIC CENTER BOAR		D-10312016-455	175
101.49800.321 2)PUBLIC TRANSIT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	42.25	CENTURYLINK		D-10312016-455	182
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES POSTAGE PHONE CORD	2.64 13.99	INCIDENTAL FUND ZOSEL'S TRUE VALUE		D-10312016-455 D-10312016-455	266 382
101.49810.235 2)AIRPORT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS WATER SECOND HALF TAXES ANNUAL SERVICE AGREEMENT OCT RENT	13.51 20.27 1,624.00 995.00 19.50	BENSON LAUNDRY-MAT HOUSE CULLIGAN SOFT WATER SWIFT COUNTY TREASURER OT POD WEST ACRES WATER SYSTEMS		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455	61 71 307 310 391
101.49810.307 2)AIRPORT	1)GENERAL FUND 3)MANAGEMENT FEES AIRPORT MANAGER	350.00	LYNCH LAKE FLYING CLUB		D-10312016-455	38
101.49810.321 2)AIRPORT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	77.36	CENTURYLINK		D-10312016-455	183
101.49810.381 2)AIRPORT	1)GENERAL FUND 3)UTILITIES ELECT-AIRPORT	527.95	AGRALITE ELECTRIC COOPER	048075	M-10312016-456	15
101.49810.383 2)AIRPORT	1)GENERAL FUND 3)HEATING COST NATURAL GAS	37.41	CENTER POINT ENERGY		D-10312016-455	164
211.45500.201 2)LIBRARY	1)LIBRARY FUND 3)OFFICE SUPPLIES COPIER MAINT	69.03	LOFFLER COMPANIES-131511	048081	M-10312016-456	56
211.45500.210 2)LIBRARY	1)LIBRARY FUND 3)OPERATING SUPPLIES PUMPKINS SUPPLIES	25.00 393.93	DAILEY/DAWN BANKCARD CENTER		D-10312016-455 D-10312016-455	318 441
211.45500.235 2)LIBRARY	1)LIBRARY FUND 3)BUILDING MAINTENANCE & SUPPL MATS MONITORING DRAIN SPRINKLERS PVC LOCK TOWELS, COPY PAPER MATS GRASS SEED	40.47 82.06 197.40 148.66 65.20 40.47 181.84	BENSON LAUNDRY-MAT HOUSE HEARTLAND SECURITY SERVI GROSSMAN & TRUMP INC A.F. BUILDING MATERIALS WEST CENTRAL SALES BENSON LAUNDRY-MAT HOUSE ZOSEL'S TRUE VALUE		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455	63 272 278 301 354 376 380
211.45500.307 2)LIBRARY	1)LIBRARY FUND 3)MANAGEMENT FEES-PIONEERLAND 4TH QTR REQUEST	20,448.00	PIONEERLAND LIBRARY SYST		D-10312016-455	363
211.45500.310 2)LIBRARY	1)LIBRARY FUND 3)CONTRACTED SERV - CLEANING CLEAN LIBRARY	395.00	MCGEARY/THOMAS		D-10312016-455	26
211.45500.321 2)LIBRARY	1)LIBRARY FUND 3)TELEPHONE LOCAL SERVICE	80.11	CENTURYLINK		D-10312016-455	184

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
211.45500.331 2)LIBRARY	1)LIBRARY FUND 3)TRAVEL EXPENSE LODGING	218.80	BANKCARD CENTER		D-10312016-455	442
211.45500.381 2)LIBRARY	1)LIBRARY FUND 3)UTILITIES UTILITIES	194.00	MUNICIPAL UTILITIES		D-10312016-455	101
211.45500.383 2)LIBRARY	1)LIBRARY FUND 3)HEATING COST UTILITIES	146.71	MUNICIPAL UTILITIES		D-10312016-455	102
227.46500.310 2)ECONOMIC DEVELOPEMENT	1)COMMUNITY DEV REVOLVING FUND 3)CONTRACTED SERVICES (DESCRIB) FILING FEES PURCH UNRU 305 16TH ST S DEMO	338.00 9,510.00	WILCOX LAW OFFICE, P.A. T & K KENNEDY EXCAVATING	048068	D-10312016-455 M-10312016-456	447 40
227.46500.501 2)ECONOMIC DEVELOPEMENT	1)COMMUNITY DEV REVOLVING FUND 3)CAPITAL OUTLAY PURCH UNRUH PROPERTY	18,180.00	WILCOX TRUST ACCOUNT	048084	M-10312016-456	79
401.14300 2)INVENTORY	1)GENERAL CAPITAL OUTLAY FUND CRUSHING	3,000.00	B.G. AMUNDSON CONSTRUCTI		D-10312016-455	345
401.41300.501 2)ADMINISTRATION & FINANCE	1)GENERAL CAPITAL OUTLAY FUND 3)CAPITAL OUTLAY LASERFISCHE DEPOSIT	2,532.00	OPG-3 INC	048064	M-10312016-456	36
401.43100.501 2)HIGHWAY STREETS & ROADS	1)GENERAL CAPITAL OUTLAY FUND 3)CAPITAL OUTLAY CONCRETE - 18/19 ST S	19,081.04	B.G. AMUNDSON CONSTRUCTI		D-10312016-455	344
401.49810.501 2)AIRPORT	1)GENERAL CAPITAL OUTLAY FUND 3)CAPITAL OUTLAY BITUMINOUS REHAB BITUM CLOSEOUT VOID CHECK AIRPORT SEALCOAT	5,477.39 1,950.00 77,579.00 73,700.05	TKDA TKDA ALL THINGS ASPHALT ALL THINGS ASPHALT	047983 048077	D-10312016-455 D-10312016-455 M-10312016-456 M-10312016-456	240 419 35 51
515.46500.331 2)GENERAL	1)ECONOMIC DEV. AUTHORITY FUND 3)TRAVEL EXPENSE EDA MTG	63.92	DOMAT'S FAMILY FOODS		D-10312016-455	283
515.46500.343 2)GENERAL	1)ECONOMIC DEV. AUTHORITY FUND 3)ADVERTISING INTERNET DOMAIN NAME	35.00	F I GROUP INC		D-10312016-455	230
515.46500.381 2)GENERAL	1)ECONOMIC DEV. AUTHORITY FUND 3)UTILITIES UTILITIES	25.30	MUNICIPAL UTILITIES		D-10312016-455	225
601.49400.131 2)WATER DEPARTMENT	1)WATER FUND 3)HEALTH INSURANCE HEALTH INS-HSA FEES	4.22	SELECT ACCOUNT		D-10312016-455	320
601.49400.209 2)WATER DEPARTMENT	1)WATER FUND 3)GAS & OIL GAS	332.60	GLACIAL PLAINS COOPERATI		D-10312016-455	131
601.49400.210 2)WATER DEPARTMENT	1)WATER FUND 3)OPERATING SUPPLIES TREATED LUMBER RATCHET STRAP	15.01 9.95	A.F. BUILDING MATERIALS RUNNINGS SUPPLY INC		D-10312016-455 D-10312016-455	305 435
601.49400.221 2)WATER DEPARTMENT	1)WATER FUND 3)EQUIPMENT REPAIR PARTS GLASS CHECK VOIDED	97.50 186.00	PRODUCTIVITY PLUS ACCOUN TITAN MACHINERY-MARSHALL	036878	D-10312016-455 M-10312016-456	311 80

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
601.49400.223 2) WATER DEPARTMENT	1) WATER FUND 3) EQUIPMENT REPAIRS CONTRACTED BACKHOE GLASS REPLACE CHOPSAW REPAIR	110.00 139.11	BENSON BODY SHOP ERIC'S MOTORSPORTS	D-10312016-455 D-10312016-455	293 317
601.49400.227 2) WATER DEPARTMENT	1) WATER FUND 3) MAINTAIN COLLECTION SYSTEM LUMBER GRASS SEED	38.77 64.99	A.F. BUILDING MATERIALS ZOSEL'S TRUE VALUE	D-10312016-455 D-10312016-455	306 387
601.49400.235 2) WATER DEPARTMENT	1) WATER FUND 3) BUILDING MAINTENANCE & SUPPL CONTROL LOCK-WATER DEPT	1,006.00	FRENCH GLASS & SPECIALTY	D-10312016-455	414
601.49400.307 2) WATER DEPARTMENT	1) WATER FUND 3) MANAGEMENT FEES MANAGEMENT FEES	3,277.25	GENERAL FUND	D-10312016-455	13
601.49400.313 2) WATER DEPARTMENT	1) WATER FUND 3) CONTRACTED SERVICES COLIFORM TESTING	180.00	COUNTRYSIDE PUBLIC HEALT	D-10312016-455	287
601.49400.321 2) WATER DEPARTMENT	1) WATER FUND 3) TELEPHONE LOCAL SERVICE CELL PHONE-WATER	96.82 15.85	CENTURYLINK VERIZON	036890 D-10312016-455 M-10312016-456	208 17
601.49400.381 2) WATER DEPARTMENT	1) WATER FUND 3) UTILITIES UTILITIES	1,873.53	MUNICIPAL UTILITIES	D-10312016-455	141
601.49400.430 2) WATER DEPARTMENT	1) WATER FUND 3) MISCELLANEOUS PERMIT 677816 RENEW BAD DEBT COLLECTION	50.00 15.57	MN DEPT OF HEALTH UNITED ACCOUNTS	036883 D-10312016-455 M-10312016-456	251 69
602.43250.208 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CHEMICALS & CHEM SUPPLIES CHLORINE, FERRIC CHLORID	2,092.36	HAWKINS, INC.	D-10312016-455	271
602.43250.209 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) GAS & OIL GAS	92.81	GLACIAL PLAINS COOPERATI	D-10312016-455	132
602.43250.217 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) LAB EQUIPMENT & SUPPLIES HACH SAMPLES, POWDER WATER	270.04 2.97	USA BLUE BOOK RUNNINGS SUPPLY INC	D-10312016-455 D-10312016-455	411 434
602.43250.221 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) EQUIPMENT REPAIR PARTS O-BOLTS, COUPLING	15.33	RUNNINGS SUPPLY INC	D-10312016-455	433
602.43250.226 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MAINTAIN SYSTEM CONCRETE-SANFORD CONCRETE WORK	239.20 1,031.00	DUNINCK CONCRETE B.G. AMUNDSON CONSTRUCTI	D-10312016-455 D-10312016-455	280 340
602.43250.235 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) BUILDING MAINTENANCE & SUPPL CHIP BRUSH	1.98	RUNNINGS SUPPLY INC	D-10312016-455	432
602.43250.307 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MANAGEMENT FEES MANAGEMENT FEES	4,254.40	GENERAL FUND	D-10312016-455	14
602.43250.311 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) PEOPLESERVICE CONTRACT MONTHLY CONTRACT	20,111.00	PEOPLE SERVICE INC.	036882 M-10312016-456	29

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
602.43250.313 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CONTRACTED SERVICES WWTF ASSESSMENT	4,095.39	STANTEC CONSULTING SERVI		D-10312016-455	338
602.43250.321 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) TELEPHONE CELL PHONE-WATER	15.84	VERIZON	036890	M-10312016-456	18
602.43250.381 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) UTILITIES UTILITIES ELECT-SEWER LIFT	3,700.12 51.11	MUNICIPAL UTILITIES AGRALITE ELECTRIC COOPER	036886	D-10312016-455 M-10312016-456	142 16
602.43250.383 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) HEATING COST NATURAL GAS	240.58	CENTER POINT ENERGY		D-10312016-455	191
602.43250.430 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MISCELLANEOUS BAD DEBT COLLECTION	18.97	UNITED ACCOUNTS	036883	M-10312016-456	70
604.14300 2) INVENTORY CONTROL	1) ELECTRIC FUND INV	1,880.00	BORDER STATES ELECTRIC S		D-10312016-455	348
604.16480 2) ELECTRICAL DISTRIBUTION SYST	1) ELECTRIC FUND DOMATS PAD MOUNT DOMATS SOCKET	7,935.47 1,254.62	T & R ELECTRIC SUPPLY CO TSTM INCORPORATED		D-10312016-455 D-10312016-455	237 365
604.16590 2) CONSTRUCTION IN PROGRESS	1) ELECTRIC FUND FUEL TANK REPLACEMENT CONCRETE-OH-UG SOCKETS, CAPS OH-UG PROJ	5,745.84 3,819.80 4,065.80	DGR ENGINEERING B. G. AMUNDSON CONSTRUCTI BORDER STATES ELECTRIC S		D-10312016-455 D-10312016-455 D-10312016-455	281 341 350
604.20210 2) SALES TAX PAYABLE	1) ELECTRIC FUND BAD DEBT COLLECTION	3.50	UNITED ACCOUNTS	036883	M-10312016-456	71
604.20701 2) DUE STORM WATER - BILLINGS	1) ELECTRIC FUND BAD DEBT COLLECTION	2.22	UNITED ACCOUNTS	036883	M-10312016-456	73
604.49610.221 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MAINT OF GENRATN EQUIP PARTS SWITCH, KEY	80.17	ZIEGLER, INC.		D-10312016-455	332
604.49610.223 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MAINT OF GENRATN EQUIP CONTR INFRARED INSPECTION SVC	314.75	MISSOURI RIVER ENERGY SE		D-10312016-455	250
604.49610.235 2) POWER PRODUCTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE BATTERY	8.49	ZOSEL'S TRUE VALUE		D-10312016-455	385
604.49610.307 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-POWER PROD MANAGEMENT FEE	1,474.20	GENERAL FUND		D-10312016-455	211
604.49610.381 2) POWER PRODUCTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	1,058.75	MUNICIPAL UTILITIES		D-10312016-455	143
604.49630.307 2) TRANSMISSION	1) ELECTRIC FUND 3) MANAGEMENT FEES MANAGEMENT FEE	1,474.20	GENERAL FUND		D-10312016-455	212
604.49640.209 2) DISTRIBUTION	1) ELECTRIC FUND 3) FUEL EXPENSE-VEHICLES GAS	442.59	GLACIAL PLAINS COOPERATI		D-10312016-455	133

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FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) OPERATING SUPPLIES TOWELS, TISSUE SCREWS, TAPE, RTN TAPE LEVEL, MEM CARD UPS CHARGES DA TEST	40.77 200.15 127.18 12.01 22.00 25.40	DAROLD'S SUPER VALUE BORDER STATES ELECTRIC S NORTHSIDE AUTO RUNNINGS SUPPLY INC GROSSMAN, DEPUTY REGISTR SWIFT COUNTY BENSON HOSP	0368885 0368888	D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 M-10312016-456 M-10312016-456	123 200 433 434 7 7
604.49640.223 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE CONTR. SKIDLOADER REPAIRS OIL CHG	997.53 33.44	LUND IMPLEMENT CO. HEARTLAND MOTOR COMPANY		D-10312016-455 D-10312016-455	252 272
604.49640.226 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINTENANCE OF OVERHEAD LINE TRANSFORMER TESTING THEATRE METER TESTING CONN CONN RETURN	384.75 385.00 114.09 148.03	T & R ELECTRIC SUPPLY CO CITY OF OLIVIA DAKOTA SUPPLY GROUP DAKOTA SUPPLY GROUP		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455	238 238 268 269
604.49640.227 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF UNDERGROUND LINE CLAMP, LOCKS UNDERGROUND PROJ	895.70 5,397.65	BORDER STATES ELECTRIC S GOFF ELECTRIC, INC.		D-10312016-455 D-10312016-455	347 369
604.49640.229 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF METERS/AMR METER ELEC SOLDER	255.26 5.99	DAKOTA SUPPLY GROUP ZOSEL'S TRUE VALUE		D-10312016-455 D-10312016-455	368 386
604.49640.230 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF STREET LIGHTING RELAY	143.47	BORDER STATES ELECTRIC S		D-10312016-455	349
604.49640.235 2) DISTRIBUTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE MATS & TOWELS	28.65	BENSON LAUNDRY-MAT HOUSE		D-10312016-455	115
604.49640.307 2) DISTRIBUTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-DISTRIBUTION MANAGEMENT FEE	4,422.70	GENERAL FUND		D-10312016-455	213
604.49640.321 2) DISTRIBUTION	1) ELECTRIC FUND 3) TELEPHONE CABLE SERVICE CELL PHONE-ELECTRIC CELL PHONE-SURVEY	109.98 202.84 60.84	CHARTER COMMUNICATIONS VERIZON VERIZON	0368890 0368890	D-10312016-455 M-10312016-456 M-10312016-456	285 19 20
604.49640.332 2) DISTRIBUTION	1) ELECTRIC FUND 3) EDUCATION/TRAINING DAVE TRAINING TECH & OP CONF-BERG	440.00 440.00	MN MUNICIPAL UTILITIES A MN MUNICIPAL UTILITIES A		D-10312016-455 D-10312016-455	364 418
604.49640.381 2) DISTRIBUTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	172.42	MUNICIPAL UTILITIES		D-10312016-455	144
604.49640.383 2) DISTRIBUTION	1) ELECTRIC FUND 3) NATURAL GAS UTILITIES	17.16	MUNICIPAL UTILITIES		D-10312016-455	145
604.49650.307 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) MANAGEMENT FEES-CIP SALARY MANAGEMENT FEE	751.00	GENERAL FUND		D-10312016-455	222
604.49650.475 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) CONSERVATION REBATES THERMOSTAT REBATE REFRIGERATOR REBATE LIGHTING ST FRANCIS LIGHTING ST FRANCIS LIGHTING REBATE	25.00 20.00 1,830.00 1,865.00 120.00	TOLIFSON/MIKE KELLNER/KATIE J & P LIGHTING J & P LIGHTING THE HARRISON COMPANY		D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455 D-10312016-455	228 228 229 229 262

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
604.49650.475 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) CONSERVATION REBATES LIGHTING REBATES	10,455.00	J & P LIGHTING	036887	M-10312016-456	76
604.49655.131 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT		D-10312016-455	321
604.49655.201 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OFFICE SUPPLIES COPIER MAINT COPIER PAYMENT COPIER MAINT	52.68 148.56 38.01	LOFFLER COMPANIES-131511 DE LAGE LANDEN LOFFLER COMPANIES-131511	036889	D-10312016-455 D-10312016-455 M-10312016-456	192 193 78
604.49655.307 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) MANAGEMENT FEES-CUST ACCTS MANAGEMENT FEE	1,474.20	GENERAL FUND		D-10312016-455	214
604.49655.309 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) DATA PROCESSING SERVICES MONTHLY HOSTING	1,976.12	XEROX BUSINESS SERVICES		D-10312016-455	224
604.49655.317 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES METER SERVICE	54.00	AUTOMATED ENERGY INC		D-10312016-455	207
604.49655.318 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) BILL PRINT SERVICES SEPT BILL PRINT	1,131.77	INNOVATIVE SYSTEMS		D-10312016-455	396
604.49659.131 2) CUSTOMER SERVICE	1) ELECTRIC FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT		D-10312016-455	322
604.49660.307 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-ADMINISTRATN MANAGEMENT FEE	2,211.30	GENERAL FUND		D-10312016-455	215
604.49660.308 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-FINANCE MANAGEMENT FEE	1,474.20	GENERAL FUND		D-10312016-455	216
604.49660.309 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-SALES MANAGEMENT FEE	1,474.20	GENERAL FUND		D-10312016-455	217
604.49660.317 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES 91 GOPHER STATE CALLS COLLECTION FEE BAD DEBT COLLECTION	122.85 8.90 73.45	GOPHER STATE ONE CALL UNITED ACCOUNTS UNITED ACCOUNTS	036883	D-10312016-455 D-10312016-455 M-10312016-456	148 415 68
604.49660.321 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TELEPHONE PHONE MAINT MONTHLY PRI CHARGE LOCAL SERVICE	147.84 300.00 163.67	CENTURYLINK CENTURYLINK CENTURYLINK		D-10312016-455 D-10312016-455 D-10312016-455	126 187 199
604.49660.331 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TRAVEL AND MEALS MRES MTG MILEAGE	50.76	WOLFINGTON/ROB		D-10312016-455	236
604.49660.343 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) ADVERTISING REG ADS UTILITY ADS ADVERTISING	216.00 131.75 366.50	K S C R - FM MONITOR & NEWS K S C R - FM	036884	D-10312016-455 D-10312016-455 M-10312016-456	136 138 74
604.49660.611 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) INTEREST EXPENSE INT ON BONDS	101,516.26	US BANK CORPORATE TRUST		D-10312016-455	308

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FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
609.14200 2) OFF SALE LIQUOR INVENTORY	1) LIQUOR FUND					
	LIQUOR	194.85	SOUTHERN GLAZERS OF MN		D-10312016-455	43
	LIQUOR	194.40	PHILLIPS WINE & SPIRITS		D-10312016-455	43
	LIQUOR	194.40	PHILLIPS WINE & SPIRITS		D-10312016-455	43
	LIQUOR	194.40	JOHNSON BROTHERS LIQUOR		D-10312016-455	43
	LIQUOR	194.40	JOHNSON BROTHERS LIQUOR		D-10312016-455	43
	LIQUOR	194.40	BELLEBOY CORPORATION		D-10312016-455	43
	LIQUOR	194.40	SOUTHERN GLAZERS OF MN		D-10312016-455	43
	LIQUOR	194.40	JOHNSON BROTHERS LIQUOR	02333663	M-10312016-455	43
	LIQUOR	194.40	JOHNSON BROTHERS LIQUOR	02333663	M-10312016-455	43
	LIQUOR	194.40	PHILLIPS WINE & SPIRITS	02333663	M-10312016-455	43
609.14205 2) OFF SALE WINE INVENTORY	1) LIQUOR FUND					
	WINE	528.00	SOUTHERN GLAZERS OF MN		D-10312016-455	41
	WINE	528.00	PHILLIPS WINE & SPIRITS		D-10312016-455	41
	WINE	528.00	PHILLIPS WINE & SPIRITS		D-10312016-455	41
	WINE	528.00	JOHNSON BROTHERS LIQUOR		D-10312016-455	41
	WINE	528.00	JOHNSON BROTHERS LIQUOR		D-10312016-455	41
	WINE	528.00	JOHNSON BROTHERS LIQUOR		D-10312016-455	41
	WINE	528.00	SOUTHERN GLAZERS OF MN		D-10312016-455	41
	WINE	528.00	JOHNSON BROTHERS LIQUOR	02333663	M-10312016-455	41
	WINE	528.00	JOHNSON BROTHERS LIQUOR	02333663	M-10312016-455	41
	WINE	528.00	PHILLIPS WINE & SPIRITS	02333663	M-10312016-455	41
609.14210 2) OFF SALE BEER INVENTORY	1) LIQUOR FUND					
	BEER	1708.65	BEVERAGE WHOLESALERS INC		D-10312016-455	116
	BEER	708.20	H. BOYD NELSON		D-10312016-455	116
	BEER	314.10	H. BOYD NELSON		D-10312016-455	116
	BEER	631.40	BEVERAGE WHOLESALERS INC		D-10312016-455	116
	BEER	2071.15	BEVERAGE WHOLESALERS INC	02333666	M-10312016-455	116
	BEER	4706.10	BEVERAGE WHOLESALERS INC	02333666	M-10312016-455	116
	BEER	766.10	H. BOYD NELSON	02333667	M-10312016-455	116
	BEER CREDIT	223.80	H. BOYD NELSON	02333667	M-10312016-455	116
	BEER	4333.25	H. BOYD NELSON	02333667	M-10312016-455	116
609.49750.131 2) LIQUOR	1) LIQUOR FUND					
	3) HEALTH INSURANCE					
	HEALTH INS-HSA FEES	4.22	SELECT ACCOUNT		D-10312016-455	319
609.49750.210 2) LIQUOR	1) LIQUOR FUND					
	3) OPERATING SUPPLIES					
	TONER	199.99	BACKSTREET PRINTING		D-10312016-455	297
	BAGS, TOWELS, NAPLINS	193.46	WEST CENTRAL SALES		D-10312016-455	352
609.49750.235 2) LIQUOR	1) LIQUOR FUND					
	3) BUILDING MAINTENANCE & SUPPL					
	SALT	22.80	CULLIGAN SOFT WATER		D-10312016-455	11
	CLEAN BEER LINES	444.00	W.C.D. BEER LINE CLEANNI		D-10312016-455	11
	HINGE	444.00	LEE/TOM		D-10312016-455	11
	PEST CONTROL	423.75	BRANESS PEST CONTROL		D-10312016-455	11
	CLEAN ICE MACHINE	222.02	CRAIGS, INC.		D-10312016-455	11
609.49750.254 2) LIQUOR	1) LIQUOR FUND					
	3) OFF SALE MIX PURCHASES					
	ICE	214.82	ARCTIC GLACIER USA INC		D-10312016-455	11
	OFF SALE MIX	47.47	PEPSI		D-10312016-455	11
	MIX	110.00	VIKING COCA COLA BOTTLIN		D-10312016-455	11
	CLAMATO	340.00	DOMATO'S FAMILY FOODS		D-10312016-455	11
	GIFT BAGS	13.28	BELLEBOY CORPORATION		D-10312016-455	11
	POP	213.28	AMERICAN BOTTLING COMPAN		D-10312016-455	11
609.49750.292 2) LIQUOR	1) LIQUOR FUND					
	3) ON SALE MISC PURCHASES					
	TACO INGREDIENTS	45.08	DAROLD'S SUPER VALUE		D-10312016-455	11
	PIZZAS	100.00	HARRY'S FROZEN FOOD		D-10312016-455	11
	SNACKS	100.00	MONTE CANDY COMPANY		D-10312016-455	11
	PREMIX	100.00	VIKING COCA COLA BOTTLIN		D-10312016-455	11
	SNACKS	100.00	HENRY'S FOODS, INC.		D-10312016-455	11
	SNACKS	100.00	HENRY'S FOODS, INC.		D-10312016-455	11
	SNACKS	100.00	HENRY'S FOODS, INC.		D-10312016-455	11
	SNACKS	100.00	HENRY'S FOODS, INC.		D-10312016-455	11

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
609.49750.307 2) LIQUOR	1) LIQUOR FUND 3) MANAGEMENT FEES MANAGEMENT FEES	2,176.50	GENERAL FUND		D-10312016-455	16
609.49750.310 2) LIQUOR	1) LIQUOR FUND 3) CONTRACTED SERVICES-CLEANING LIQUOR STORE CLEANING	825.00	BENSON/KIMBERLY		D-10312016-455	4
609.49750.321 2) LIQUOR	1) LIQUOR FUND 3) TELEPHONE LOCAL SERVICE	81.13	CENTURYLINK		D-10312016-455	128
609.49750.331 2) LIQUOR	1) LIQUOR FUND 3) TRAVEL EXPENSE MILEAGE TO ALEXANDRIA	54.00	LEE/TOM		D-10312016-455	256
609.49750.333 2) LIQUOR	1) LIQUOR FUND 3) FREIGHT ON LIQUOR FREIGHT	377.80	COUNTRY PET FOODS		D-10312016-455	119
609.49750.343 2) LIQUOR	1) LIQUOR FUND 3) ADVERTISING LIQUOR ADS LIQUOR ADS ADVERTISING	438.00 299.63 119.00	K S C R - FM MONITOR & NEWS K B M O	023361	D-10312016-455 D-10312016-455 M-10312016-456	137 139 58
609.49750.381 2) LIQUOR	1) LIQUOR FUND 3) UTILITIES UTILITIES	980.54	MUNICIPAL UTILITIES		D-10312016-455	146
609.49750.383 2) LIQUOR	1) LIQUOR FUND 3) HEATING COST UTILITIES	90.48	MUNICIPAL UTILITIES		D-10312016-455	147
609.49750.430 2) LIQUOR	1) LIQUOR FUND 3) MISCELLANEOUS CABLE SERVICE	166.95	CHARTER COMMUNICATIONS		D-10312016-455	118
609.49750.433 2) LIQUOR	1) LIQUOR FUND 3) LICENSES BUYERS CARD	20.00	MN DEPT OF PUBLIC SAFETY		D-10312016-455	339
609.49750.438 2) LIQUOR	1) LIQUOR FUND 3) LAUNDRY MATS, TOWELS, & MOPS MATS	41.33 41.15	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE		D-10312016-455 D-10312016-455	114 377
653.43240.210 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) OPERATING SUPPLIES BAD DEBT COLLECTION	4.89	UNITED ACCOUNTS	036883	M-10312016-456	72
653.43240.307 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) MANAGEMENT FEES MANAGEMENT FEES	751.00	GENERAL FUND		D-10312016-455	51
653.43240.310 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) CONTRACTED SERVICES GARBAGE CONTRACT	8,662.00	MATTHEISEN DISPOSAL, INC		D-10312016-455	7
653.43240.384 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) REFUSE DISPOSAL TIPPING FEES LAPTOP DISPOSAL SOFA, CHAIR, MATTRESS DISP	3,458.40 10.00 38.00	SWIFT CO ENVIRONMENTAL S SWIFT CO ENVIRONMENTAL S SWIFT CO ENVIRONMENTAL S		D-10312016-455 D-10312016-455 D-10312016-455	154 389 410
801.11660 2) LOAN REC.- LINDAHL	1) REVOLVING LOAN FUND SNAP BLDG PROJECT	15,163.43	A.F. BUILDING MATERIALS	048066	M-10312016-456	38

TOTAL NUMBER OF RECORDS PRINTED

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FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	95,494.40
211	LIBRARY FUND	2,000.00
227	COMMUNITY DEV REVOLVING FUND	2,000.00
401	GENERAL CAPITAL OUTLAY FUND	2,000.00
515	ECONOMIC DEV. AUTHORITY FUND	1,651.44
601	WATER FUND	124.22
602	SEWER COLLECTION & DISPOSAL	144.11
604	ELECTRIC FUND	37.10
609	LIQUOR FUND	17,000.00
653	GARBAGE COLLECTION FUND	6,000.00
801	REVOLVING LOAN FUND	15,163.43
TOTAL ALL FUNDS		483,134.28

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	GENERAL BANK CHECKING ACCT	189,573.99
LIOR	LIQUOR FUND	64,682.62
NAVY	ENTERPRISE FUNDS	228,753.15
RUST	ECONOMIC DEV. AUTHORITY CHKN	124.22
TOTAL ALL BANKS		483,134.28