

**City Council Regular Meeting Agenda
City Council Chambers
July 18, 2016**

Page		
	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:	
2-3	▪ 7.5.2016 City Council Minutes	
4-5	▪ 6.6.2016 Planning Commission Meeting	
	b. Correspondence:	
6	▪ WAPPA Drought Adder	
	c. Reports:	
7	▪ Police Report	
8	▪ Public Works Report	
	5. Persons with Unscheduled Business to Come Before the City Council (Mayor)	
9-21	6. 5:30 p.m. Public Hearing – DoMat’s Tax Abatement Request	Action Requested
	a. City Attorney Memo	
	b. Site Plan	
	c. DoMat’s Narrative	
	7. Cable Franchise Ordinance – Brian Grogan Conference Call	Information Only
22-23	a. Memo	
24	b. Budget	
25-52	c. Franchise	
53-54	d. Comp Plan	
55	8. Widseth, Smith & Nolting Proposal	Action Requested
56-57	9. Pioneerland Library System	Action Requested
	a. 2017 Budget Request	
	b. Lori Ortega & Dawn Dailey Hours	
58	10. Power Plant Fuel Tank Replacement Bids	Action Requested
59-77	11. June Budget Report	Information Only
78-93	12. Bills & Warrants	Action Requested
94-102	13. Swift County-Benson Hospital Request for Financing	Information Only
	14. Adjourn: Mayor	Action Requested

DRAFT

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
JULY 5, 2016**

The meeting was called to order at 5:30 p.m. by Mayor Landmark. Members present: Terri Collins, Jack Evenson, Jonathon Pogge-Weaver, Gary Landmark & Stephanie Heinzig. Members Absent: None. Also present: City Manager Rob Wolfington & Elliot Nelson.

Mayor Landmark asked for any additions to the agenda. Wolfington asked to add a gambling permit for Northern Lights Snowmobile Club and City Hall report. No consent agenda items were moved to the regular agenda. A motion was made by Evenson, seconded by Pogge-Weaver and carried unanimously to approve the agenda. It was moved by Collins, Seconded by Evenson and carried unanimously to approve the following items on the Consent Agenda:

- June 20, 2016 City Council Minutes
- Use of the Armory for the Prom Afterbash for 2017
- League of Minnesota Cities Dues Increase
- Gambling Permit for the Fraternal Order of Police on October 24, 2016

There was no one present with unscheduled business.

Next Elliot Nelson approached the Council. Wolfington discussed the difficulty in pulling together new Cemetery policies and fees to include the new columbarium. Nelson explained he has researched other area cemeteries along with reviewing our current policies and presented the revised policies to the Council. He went on to say the biggest change was adding policies for the columbarium. Nelson also explained options and goals for the electronic record system we have. Wolfington stated we may need a budget item next year to update and secure the current data base. After discussion, it was moved by Evenson, seconded by Pogge-Weaver and carried unanimously to approve the Cemetery Policies as presented.

Wolfington explained to the Council they issued an order to Repair Hazardous Conditions for a home at 305 – 16th St. S. in March 2016. On June 30, 2016 the order went to court. The Judge did not agree with our order as written, so the City Attorney withdrew the order, and a new order with clarification on the hazardous residence has been drafted. After discussion Councilmember Evenson offered the following resolution:

**RESOLUTION TO ORDER RAZING AND REMOVAL OF HAZARDOUS BUILDING
(RESOLUTION NO. 2016-17)**

WHEREAS, the City Council has heard the report of the City Building Inspector regarding the property located at 305 16th St. S. in Benson, Minnesota, legally described as Lot Ten (10), Block Two (2), McKinney's First Addition to the City of Benson, Swift County, Minnesota,

WHEREAS, the City Council has determined, based on said report, that conditions currently exist in the building on the above described property which make said building dangerous or substandard, as a result of garbage, waste and refuse buildup and damage to the electric, gas, and water systems on the premises,

NOW THEREFORE, pursuant to Chapters 93 and 97 of the City of Benson Code of Ordinances and Minnesota Statutes, chapter 463, The City Council of the City of Benson, Minnesota resolves:

1. That the building located on the above described property contains hazardous conditions according to the definitions provided by the City of Benson Code of Ordinances, chapters 93 and

97 and Minnesota Statutes, chapter 463.

2. That an order to raze and remove the building on the above described property be served upon the owners of the above described property in accordance with the City of Benson Code of Ordinances, chapter 97.

That along with said order, the owners, tenants and any lienholders of the above described property will be served with notice of any hearing at which the Council will consider any evidence offered by the person or persons having any estate or interest in the above described structure.

Councilmember Pogge-Weaver seconded the foregoing Resolution and the following vote was recorded AYES: Collins, Heinzig, Landmark, Evenson, Pogge-Weaver. NAYES: None. Thereupon the Mayor declared Resolution 2016-17 duly passed and adopted.

Wolfington presented a request from the Swift County-Benson Hospital to create a Tax Increment Finance (TIF) district or ask for Tax Abatement for the properties involved with the planned Senior Housing project. Ehlers sent an agreement to the City for professional services to create a plan for a possible TIF District. Wolfington stated it will cost the City a minimum of \$10,000. Pogge-Weaver asked if this cost could be recovered through the project if it goes through. Wolfington said yes. Wolfington also noted there would be \$750,000 in utility improvements if the project happens. After discussion, it was moved by Collins, seconded by Evenson and carried unanimously to hire Ehlers & Associates to prepare the TIF Plan.

Wolfington informed the Council on May 12, 2016 Governor Dayton signed into law a bill creating a new process for landowners to place mobile homes on their property to serve as a temporary health care dwelling as transitional housing for family members. The new law will go into effect as of September 1, 2016. Cities can either adopt or opt out of this law before September 1, 2016. After discussion, it was moved by Heinzig, seconded by Pogge-Weaver and carried unanimously to refer this to the Planning Commission for their review and recommendation to the Council.

Wolfington reminded the Council of the MnDOT open house on July 11, 2016 2-7pm. They will be available to answer questions about the 2017 road, sidewalk and curb reconstruction project. Wolfington discussed costs for the City portion of the project. It is estimated the City will need to pay \$165,000 for concrete, \$40,000 for asphalt, \$100,000 for a new crossing on Hwy. 29 by the Cemetery and an unknown amount for electrical for the street lights. However the budget is not yet finalized.

The Council reviewed the May 2016 Budget Report.

It was moved by Collins, seconded by Evenson and carried unanimously to approve a gambling permit for Northern Lights Snowmobile Club's Bingo Blast on September 9, 2016.

Wolfington discussed the report on the condition of City Hall and the two options to either renovate City Hall or to build new. There was discussion on renovation costs on the existing building and what to do with City Hall if a new building is built. It was the consensus of the Council to eliminate renovating the current City Hall building and pursue the option to build a new City Hall. Pogge-Weaver noted he feels the community deserves a City Hall to be proud of. Wolfington said he would get Reed Becker with Widseth, Smith and Nolting involved to start searching for a location for City Hall.

There being no other business, a motion was made by Collins, seconded by Evenson and carried unanimously to adjourn the meeting at 6:23 p.m.

Councilmember

City Clerk

6/7/16

**MINUTES – BENSON PLANNING COMMISSION – REGULAR MEETING
JUNE 6, 2016 AT 12:00 NOON**

Members Present: Mark Schreck, Tara Ulmaniec, Ron Laycock, Jack Evenson, Sue Fitz, Kathy Polzin and Lyle Popma
Members Absent: None
Also Present: Rob Wolfington, Swift County-Benson Hospital CEO Kurt Waldbillig, Swift County-Benson Hospital CFO Dan Enderson, and Stan Olson

Chairman Ulmaniec called the meeting to order at 12:04 p.m.

It was moved by Laycock, seconded by Polzin and carried unanimously to approve the May 2, 2016 minutes.

Olson Tolifson Construction Request to Rezone

Rob discussed Olson Tolifson's request. He stated without a given purpose to rezone, and no plan for the property, they had three options. 1) Withdraw the request for now 2) They chance being denied without a plan 3) reissue request with a plan to include the process of a public hearing. Rob said rezoning isn't necessarily opposed, but if it is rezoned commercial, any business could go in the property and it may not be a good fit next to a residential area. Rob said reapply with a plan as to what kind of business will go in there. Stan Olson decided to withdraw his request for now.

Swift County-Benson Hospital Project Update

Waldbillig and Enderson approached the Commission with updates and preliminary drawings of their idea of the assisted living facility to be attached to Scofield and desired changes to the hospital. Waldbillig stated they are currently surveying an area all around the hospital. They are in negotiations with a homeowner south east of Scofield for purchase. He said as of right now they are not looking at eminent domain. He described how the bathrooms in the patient rooms in the hospital aren't large enough, the front door is underutilized, and how they want to tear down the 1970's inpatient area. He would like to move the ER and ambulance garage to the west side of the hospital along with a decontamination room. He said they are seeing a lot of Occupational Therapy with children and need more space for this as well for cardiac rehab. He would like to develop behavioral health and drug/alcohol rehab to the campus. Enderson stated they are still working on room layout as well as number of rooms to be built for assisted living. Wolfington stated there are three things they will need to do with the City. 1) Follow correct set-backs, 2) get a conditional use permit for the project because of zoning 3) need to rezone the parking lot area for the clinic. Meeting parking requirements will be a challenge. Waldbillig wants to be digging in September. Enderson said there won't be any kind of profit until possibly 2020. Rob asked how the hospital plans to finance the project. Enderson stated they are still working on this part, and said the hospital does not have the ability to take on new debt as they are not servicing their current debt. Revenue Bonds are not an option and will have to look to the City and County for G.O. Bonds. USDA is a possibility, but takes a lot of time. The other option is private financing.

Waldbillig also stated he heard Appleton Hospital is pursuing putting a clinic in the office space next to Benson Eye Clinic. Waldbillig has been in contact with the Appleton Hospital Administrator on this.

DoMat's Project Update

Wilcox outlined in a memo DoMat's meet the criteria for the Tax Abatement request. Next is a public hearing to take public comment. They hope to be in their new building by the end of the year. Their architect and our engineer are working on the layout and details.

Solar Farm Land Use

Benson Industrial Park Study

The plan is to hopefully find an area of land to develop a new industrial park around Benson. LandTeam is currently devising a map with possibilities.

BNSF Project Funding

Rob said the legislature did not approve any railroad road improvements

Other Business

There was an anonymous letter from a homeowner in the latest Hawleywood development stating they didn't think there should be any soybeans or agricultural land in the City limits. Rob explained agricultural activity is a non-conforming permitted use in the area.

Adjournment

There being no other business, there was a motion by Fitz, seconded by Schreck and carried unanimously to adjourn the meeting at 1:24 P.M.



Department of Energy
Western Area Power Administration
Upper Great Plains Customer Service Region
P.O. Box 35800
Billings, MT 59107-5800

JUN 30 2016

Dear Firm Power Customer:

As part of the current rate schedules placed into effect under Rate Order No. WAPA-166, Western Area Power Administration (WAPA) has conducted a preliminary review of the Pick-Sloan Missouri Basin Program--Eastern Division (P-SMBP--ED) Firm Power Rate Drought Adder component. A review is conducted annually in early spring and provides customers advance notice of any foreseen changes to the Drought Adder.

WAPA is using this letter to notify customers that the preliminary review is projecting a 3-5 mill/kWh estimated reduction to the Drought Adder component of the P-SMBP--ED Firm Power Rate in January 2017. The current P-SMBP--ED composite rate is 33.25 mills/kWh.

The Missouri River hydrology outlook as of June 2016 indicates that calendar year runoff above Sioux City, Iowa, is estimated to be 25.3 MAF, which is the historic average. System storage has increased to 59.4 MAF and is expected to continue to increase as runoff peaks during July. With the increasing reservoir storage levels, the Corps of Engineers' estimates that the power plants will generate 8,100,000 MWh of energy this calendar year, or about 81% of normal generation. WAPA is therefore purchasing energy to meet our energy obligations to our firm power customers; however, the prices paid for that energy are at the lowest levels seen for the past 30 years.

WAPA will continue to monitor water conditions as we progress to the fall. We will make a final rate adjustment determination this fall and send a notification letter to you in October identifying if any change will be made to the Drought Adder for January 2017. If there is a rate change, a complete rate design will also be conducted to determine the reduced firm power and peaking power rates for capacity and energy.

Information concerning the current firm power rates can be found online at <http://www.wapa.gov/ugp/rates/default.htm>. If you have any questions concerning this notice, please telephone Linda Cady-Hoffman, Upper Great Plains Rates Manager, at (406) 255-2920 or cady@wapa.gov.

Sincerely,

Jody S. Sundsted

Jody S. Sundsted
Vice President of Power Marketing
Upper Great Plains Region

Council Report 07/11/2016

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

BPD Officers conducted 178 Traffic Stops in June 2016, and 149 Traffic stops in June 2015.

BPD Officers charged 2 persons with DUI in June 2016, and charged 2 persons in June 2015.

BPD Officers issued 66 traffic and non-traffic citations in June 2016 and 130 in June 2015.

BPD Officers were involved in 3 Domestic incidents in June 2016, and 4 in June 2015.

BPD Officers arrested 13 people in June 2016, and 16 in June 2015.

BPD Officers were overall involved in 517 incidents in June 2016, and 441 in June 2015.

Public Works Report July 18, 2016

Electric:

- Underground project moving forward by stops and starts. Many small projects and rain causing delays. Still on track to finish well.
- Flag Day, 4th of July, Kid Day keep the guys busy putting up flags and doing small electrical projects.
- The gas company is in town replacing lines to houses which keeps the guys busy doing lots of one calls.

Parks:

- Grass is slowing and event days will be over soon. I have been inspecting parks and expect that time can now be better devoted to getting caught up on some of the other things beyond mowing.
- Spraying of the grass in the streets will begin soon. Spraying will also be done in some sidewalks and areas of town where needed. A more timely approach is being worked on for the future.

Water:

- 3 water leaks, flooding, extra one calls, pool pumps, vacations, etc. have kept the department pretty busy.
- Will be digging in a new storm line and sanitary sewer line in the 19th street south area before road construction begins.

Wastewater:

- Boiler and digester troubles have kept PeopleService busy replacing parts.
- Some sanitary sewer jetting when City isn't using jet truck for storm sewers.
- Lots of small repairs.

Streets:

- Chip sealing today. We had the company that sold us the street sweeper come out and make adjustments. Wade and Mike spent time with the tech. learning what we need to do to better pick up chips after sealing is done. Hopefully it eliminates the problems we had last year.
- Many, many asphalt patches around town. The guys worked hard to get them done and may have a few to go since sealing interrupted.
- Curbs and sidewalk 1st round has been done. The guys will get it all backfilled soon.
- The rain has added some extra work keeping things clear. I have been out running the jet truck to help the kids clean some of the worst areas. Much work to be done. Infrastructure is old.
- Areas have been leveled and prepped but seeding got delayed with so much else going on we decided to hold off until fall and then do everything.

CITY OF

BENSON MINNESOTA

June 2, 2016

TO: CITY OF BENSON MAYOR AND CITY COUNCIL
RE: TAX ABATEMENT REQUEST

As requested, the City Manager and I have investigated the facts relating to the proposed building project of Do-Mats and the related request that has been made to the City of Benson for a tax abatement. The purpose of this investigation was to determine whether the proposed project is one that qualifies for an abatement.

In order to qualify the following criteria must be met:

1. The council must expect that the benefits to the city of the proposed abatement will at least equal the costs to the city of the abatement or the council intends that the abatement will phase in a property tax increase caused by an increase in the estimated value of the property of 50% or more in one year.

AND

2. The council must find that granting the abatement is in the public interest because one of the following will happen:
 - a. The tax base will be increased or preserved
 - b. The abatement will provide, help acquire or construct public facilities
 - c. The abatement will help redevelop or renew blighted areas
 - d. The abatement will provide access to services for residents of the city
 - e. The abatement will finance or provide public infrastructure
 - f. The abatement will phase in a property tax increase on the parcel resulting from an increase in the estimated value of the property of 50% or more in one year.

AND

3. The property proposed for development cannot be located in a tax increment financing district.

In addition, due to the estimated total amount of the requested abatement the Business Subsidy Act and the City's Business Subsidy Policy also apply. As a result, there is an additional requirement that the recipient will create and retain at least one full-time living wage job with employer paid basic health insurance.

If these threshold requirements are met, then the council may, if it desires, schedule a public hearing on the matter. This public hearing would satisfy both the requirements of the tax

OFFICE OF CITY ATTORNEY

Donald A. Wilcox
Benjamin R. Wilcox

1150 Wisconsin Avenue
P.O. Box 100
Benson, MN 56215

320-842-5391
FAX 320-843-4285

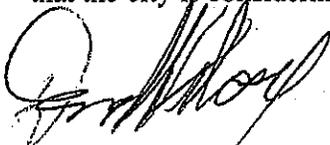
abatement statute and the business subsidy act. Only after this public hearing may the council approve a tax abatement.

The relevant facts concerning this project are as follows:

1. The cost of the improvements to the real property are expected to be approximately \$2,700,000.00 and are scheduled to be completed before year end. These improvements will cause the total annual real estate tax on the property to be \$30,000.00 to \$35,000.00 per year commencing with the taxes payable in 2018. The local share of those taxes will be \$10,000.00 to \$12,000.00 per year.
2. The abatement requested is the entire local share for 15 years which would, over the life of the abatement total between \$150,000.00 to \$180,000.00. It should be noted however that requests have been, or will be, made to the school district and the county for similar abatements. If both of these entities decides not to participate then the city could, if it wishes, extend the abatement period to 20 years thereby increasing the total to \$200,000.00 to \$240,000.00.
3. Current employment of Do-Mats is 15 full-time and 15-17 part-time. They anticipate adding 1 to 5 additional employees at a wage of about \$10.00 which does not meet the business subsidy policy requirement of living wage. However, they also anticipate that the tenants which will occupy a portion of the building will add at least 2 professional positions which would meet the requirement.
4. The cost of the property was \$395,000.00. Since the projected value after completion of the property will exceed \$2,700,000.00 it is clear that if the abatement was intended to phase in the tax increase then the statutory requirements would be met. However, the request is for a total abatement as opposed to a phase-in of the tax increase so that requirement is not relevant unless the council, of its own volition, decides that a phase-in is the type of abatement that it would consider.

So, for a total abatement of the type requested, the council must find that the benefits to the city of the proposed abatement will equal the cost to the city of the abatement (\$150,000.00 at the low end). While it is difficult to quantify the benefits it appears that it is reasonable to assume that the overall benefits will reach that amount and therefore, coupled with the fact that the tax base will certainly be increased, the project does qualify for an abatement.

If the council agrees, then the next step in the process is to schedule a public hearing the notice of which must contain a description of the property and the estimated amount of the abatement that the city is considering. A summary of the statutory requirements is attached.



Donald A. Wilcox
City of Benson Attorney

TAX ABATEMENT PROCESS

(MN Statutes 469.1812 – 469.1815)

The city council may grant an abatement of real estate taxes imposed on a parcel of property (which could also be a deferral of tax with an abatement of interest and penalties that would have applied to late payment) only if the following criteria are met:

1. The council expects the benefits to the city of the proposed abatement will at least equal the costs to the city of the abatement or it intends that the abatement will phase in a property tax increase caused by an increase in the estimated value of the property of 50 percent or more in one year

AND

2. The council finds that granting the abatement is in the public interest because one of the following will happen:
 - A. The tax base will be increased or preserved
 - B. The abatement will provide, help acquire or construct public facilities
 - C. The abatement will help redevelop or renew blighted areas
 - D. The abatement will provide access to services for residents of the city
 - E. The abatement will finance or provide public infrastructure
 - F. The abatement will phase in a property tax increase on the parcel resulting from an increase in the estimated value of the property of 50 percent or more in one year.

An abatement can only be approved after a public hearing. Notice of the hearing must be published once no less than 10 days and no more than 30 days before the hearing date. The notice must state that the city will consider granting an abatement, must identify the property and must include the estimated amount of the abatement.

After the public hearing an abatement can be approved only by a resolution of the council which includes the specific terms of the abatement and a specific statement as to the nature and extent of the public benefits which are expected to result. The maximum annual abatement equals the total local tax rate multiplied by the total net tax capacity for the parcel. However the abatement can be limited in any of the following ways:

- A. To a specific dollar amount per year
- B. To the increase in property taxes resulting from improvement of the property
- C. To the increases in property taxes resulting from increases in the market value or tax capacity of the property
- D. To interest and penalty otherwise due on deferred taxes
- E. Any other way the council determines to be appropriate

If the council approves the abatement then an abatement agreement is signed by the city and the taxpayer setting out the terms of the abatement.

Other restrictions or conditions that apply:

- A. Tax abatements are not allowed on property located in a tax increment financing district
- B. Total abatements in the city in any one year are limited to 10% of net tax capacity or \$200,000.00, whichever is greater
- C. A tax abatement can be granted for up to 15 years but may be set for a lesser number of years. Also, if a request is made in writing to the county and school district to participate and either declines in writing or does not respond within 90 days then the abatement could be granted for up to 20 years.
- D. The city could, if it wishes issue G.O. bonds for an amount up to the total estimated sum of the abatement. Then the annual abatement is used to pay the bonds. Otherwise, the taxpayer pays the tax each year and the abated portion is refunded to the taxpayer.
- E. The abatement agreement can include a provision stating that it cannot be changed during the term of the abatement. Otherwise, it can be modified every 2 years if the council desires.

If the total abatement is estimated to exceed \$150,000.00 then it is a business subsidy covered by the business subsidy act and is subject to the criteria adopted by the city for business subsidies and a business subsidy agreement must be made along with the tax abatement agreement.

DOMAT'S FAMILY FOODS

On April 1, 1972 Gene Doscher and Tim Mattheisen purchased Chuck's IGA Store from Chuck Logan. The name of the store was then changed to DoMat's Foodland and was located in a small 3500 square foot building presently occupied by the Benson Laundromat. At the time of purchase the supplier was also changed to Fairway Foods of St. Paul, Minnesota (Later moved to Northfield, MN). DoMat's began with 6 full time and 6 part time employees. A grand opening was held May 17, 1972.

In March of 1976 a huge change took place when DoMat's Foodland moved to its present location in the Countryside Plaza. The size of the store was now 8000 square feet, more than double the size of the original building. The size of the staff was also doubled. Also incorporated into the new store was a paint and wallpaper business. This part of the business was expanded to include flooring and decorating in 1980. In 1982 the paint and floor covering business was discontinued and the wallpaper business was sold to Don's Flooring of DeGraff, now of Benson.

The next major change came in 1986 when a 4000 square foot expansion was added along with a reset and a redecorating of the entire store. The name of the store was then changed to DoMat's Fairway Foods. 1995 saw the addition of an in store bakery. In June of 1996 Tim's son, Matt, rejoined the staff, later becoming the store manager.

In 1998 changes were again on the horizon. Plans were made for a 5000 square foot addition to include an expansion of the bakery, addition of a deli with sit down area and another complete reset and redecorating. This project was completed by the end of that year. The building was now at 17000 square feet. Along with the building expansion came additional employees and staff now numbering around 32 full time and part time.

November of 1999 Fairway Foods announced it was closing their warehouse in Northfield, Minnesota by April of 2000 and would no longer be DoMat's supplier. After much consideration Gene and Tim decided to become part of the Affiliated Foods Midwest cooperative in Norfolk, Nebraska. After 27 years of doing business with Fairway Foods, the first truckload from Affiliated Foods Midwest arrived in December 1999. Also, at this time the name of the store was changed to DoMat's Family Foods.

June 1, 2007 Gene Doscher retired from the business and sold his shares of stock in the corporation to Tim and Carol Mattheisen.

ABOUT THE OWNERS

Tim was born and raised in Benson and has lived almost his entire life in Benson. He attended St. Francis school through the 8th grade and graduated from Benson Public School in 1963. His first experience with the grocery business was at the age of 16 when he started working for Chuck's IGA in Benson. His interest in selling groceries grew and has resulted in 53 years in the grocery business. During this time he has:

- *Served 10 months in the US Army in the US and Germany. (Honorable Family Hardship discharge) Currently member of American Legion and a Lifetime member of VFW
- *Elected and served 8 years on the Benson City Council
- *Served on the Benson EDA
- *Member of the Benson Fire Department for 20 years serving as Fire Chief for 1 year
- *Member of the Benson Chamber of Commerce for 44 years serving on the Board of Directors and a 2 year term as President
- *Member of Benson Industrial Development Corp.
- *Served on the Benson Kid Day Committee for 6 years
- *Served on the Board of Directors of the Benson Co-op Credit Union
- *Member of the the Board of Directors of Benson HRA for 4 years
- *Served on the Board of Directors of Heartland Girls Ranch
- *Former member of the Benson Jaycees
- *Instructor of Fire Truck Pump Operations for Southwest Technical Institute for 2 years
- *Member of Minnesota Grocers Association
- *Member of National Grocers Association
- *Served 4 years as a member of the advisory committee for Affiliated Foods Midwest
- *Member of St. Francis Church
 - Served on building committee for a \$1.6 million renovation
 - Member of Finance Council for 16 years
- *Married to Carol Mattheisen for 48 years
 - Carol served as a member of the Park Board for 4 years and also Served on Kid Day Committee for several years
 - Carol was a member of the Benson Jaycee Women, now Women of Today, for 10 years
- *3 Children - Bret, Molly and Matthew

ABOUT FUTURE OWNER

Matthew was born in 1975 and raised in Benson. He attended St. Francis School and Benson Public School graduating in 1994. Matt started in the grocery business when he was 6 months old, by crawling around on the floor. He progressed up from there to stocking shelves and becoming store manager in 2007. He attended Southwest State University for 2 years returning to work with his dad in the grocery business in 1997. During this time Matt has:

- *Joined the Benson Fire Department in 1994 at the age of 18 and has served on the BFD For 20 years. (2 year leave of absence to attend college)
- *A current member of the Benson Ambulance, serving for 16 years.
- *State of Minnesota Fire Service Instructor, serving for 15 years
- *Currently serving on the Swift County Extension Board
- *Hockey Coach for Youth Hockey
- *Member of St. Francis Church
- *Married to Angie Mattheisen for 14 years (RN at Swift County Benson Hospital)
Two children - Braeden 10 and Andrew 8

WHY WE ARE BUILDING A NEW STORE

Present grocery store building is in need of several items. The building is a steel structure built in 1976 as part of a shopping complex. There is very little insulation in the roof and walls. The lack of insulation in the roof along with the aged steel is causing ceiling leaks in many places. It also lacks energy efficiency for heating and air conditioning. The flooring is from 1976 and contains asbestos. Considerable investment would be required to stay in our present location. DoMats does not own the building and is presently leasing it from JR & R Partnership, a part of Runnings Fleet and Farm of Marshall, MN.

The present refrigeration and freezer equipment is old and needs replacement. The current meat refrigeration and freezer case as well as the frozen food cases were manufactured prior to 1976. The current produce and dairy refrigeration cases were replaced approximately 10-12 years ago. The current three walk-in coolers and freezer were manufactured prior to 1998. One walk-in freezer was purchased used in 1972. Another two walk-in coolers are constructed of wood and leak cool air around the door openings. These coolers were manufactured prior to 1960 and are expected to be declared unusable. All of the refrigeration is supplied by 22 separate compressors.

The majority of the heating and air conditioning units are the original 1976 models. The ones that have been replaced were replaced with used ones of unknown vintage.

An energy audit was performed by Allen Anderson, CEM, CLEP of Franklin Energy Services, LLC. This audit shows there would be a 55.5% annual energy savings on the frozen food cases and 85.5% annual energy savings on the refrigerated cases just by changing the refrigeration systems to new technology display cases with a rack system supplying the refrigeration.

WHAT WILL THE NEW STORE CONSIST OF

We are building a new store located at 1805 Minnesota Ave. in Benson. It will be 23,520 square feet with DoMats occupying 17,820 square feet, Lewis Family Drug occupying approximately 3500 square feet, and Fischer Laser Eye Center occupying approximately 2200 square feet. The new building will be constructed of insulated pre-cast concrete and will have energy efficient lighting, heating and air conditioning. The new building will have the newest refrigeration system technology supplied by an energy efficient rack refrigeration system using 7 compressors. All fresh and frozen food will be displayed in energy efficient cases with doors. One 24 foot section of produce will be displayed in an energy efficient open case. Walk in coolers and freezers will also be of the new technology and attached to the rack refrigeration system.

Fresh foods will be featured as you enter the store, followed by an expanded Deli, Meat, Dairy and Frozen Food sections. The remainder of the grocery store will be items traditionally located in the center store section. Located in the Lewis Family Drug area will be a pharmacy, along with health and beauty care, greeting cards and gift items. Next to Lewis Family Drug will be Fischer Laser Eye Center, a new business coming to Benson!

The total cost of this project is estimated to be approximately \$3.7 million.

HOW THE PROJECT IS BEING FUNDED

\$2,675,000 – Klein Bank - 30 years

\$600,000 - Rural Electric Economic Development, Inc. – 15 years

\$125,000 - Swift County Rural Development Authority - 10 years

\$100,000 - Upper Minnesota Regional Development Commission – 10 years

\$200,000 - Affiliated Foods Midwest - 5 year amortization

WHAT WE ARE ASKING FROM THE CITY OF BENSON

We are currently asking the City of Benson for abatement of our increased property and building taxes for a period of 15 years. We understand that the taxes that are currently being levied on the property where our building will be located will not be abated. The total taxes on the improved property is estimated to be \$30,000 - \$35,000 per year.

WHY WE ARE ASKING FOR TAX ABATEMENT

As shown in the project funding section, a major portion of the loans will have to be paid back in the first 15 years after the building is completed. At the present time, we are also making payments on a loan which is payment for 50% shares of DoMats stock. This transfer of ownership was made in 2007. Payments are expected to continue for another 10 years. Other unknown costs will be incurred when the building is completed, including relocation expenses, increased inventory, and loan closing costs.

Even though there will be income from the two leased premises, a large portion of the payments will be funded by DoMats grocery sales. Somewhat of an increase in sales is anticipated, but in actuality it is not known if this will happen. Many factors contribute to the amount of sales, including the condition of the local city and rural economy, the increase or decrease in population, and the shopping preferences of the citizens in Benson and the surrounding area.

An increase in sales would generate an increase in jobs. At the present time we provide 34 jobs in the Benson community. We have great employees and would like to continue to employ these people. To do so we have to provide wage increases on a regular basis. August 1, 2016 our expenses will be increased when the minimum wage increases from \$9.00 to \$9.50 per hour with an automatic inflation percentage increase annually in the following years. The abated taxes will help to offset this increase and we will be able to provide higher wages to well deserved employees and keep them in the Benson community.

We look at tax abatement as a tool for Economic Development and not a way for tax payers to avoid paying taxes. As we see it, tax abatement is a reallocation of taxes rather than an exemption from paying taxes. The property for which taxes have been abated will continue to pay their taxes in full. The amount of the abatement is then returned to help a business with economic development. The taxes are not "lost" by the city but are an investment in economic development.

This will not only help our business, but will provide a new location for an already established pharmacy as well as a location for a new business in Benson. We are excited to welcome Fischer Laser Eye Center as an option for eye care in our community.

We feel that Benson is a deserving community and therefore we feel we should make an investment in the community that has provided for us for so many years. We are investing a large amount of dollars to provide a pleasant shopping experience for our community and are only asking for a small return investment from our fellow citizens in the form of tax abatement. After the initial 15 years, we will be better prepared to pay the full amount of taxes without an abatement.

We are proud of our city and believe Economic Development is a key factor in keeping a city viable and attractive to those who may be considering calling Benson "home". It has been our business "home" for 44 years and we want to continue a tradition that started as a small neighborhood store and has grown to what it is today. Thank you to the City of Benson for being a part of our success!

In 1997, legislation authorizing the use of tax abatement in Minnesota was passed by the State legislature. Amendments to the statute were approved in many of the past years. The statutory language defining tax abatement is quite brief and is contained in MN Statutes 469.1812 to 469.1815.

Section 469 refers to the capture or deferral of property taxes due as "tax abatement." Under Minnesota law, taxes due on real property subject to tax abatement must still be paid as due. If tax abatement is in place, the appropriate portion of the taxes can be captured for authorized uses. Just what the appropriate portion is depends on which governmental entities hold public hearings and adopt abatement resolutions. A participating city, county, or school district is required to act separately to determine the use of its share of property taxes.

Unlike tax increment, tax abatement can be used to capture taxes on land and existing buildings as well as new improvements. The captured taxes must be used to offset the costs agreed to under an abatement agreement.

Qualifications

Any political subdivision, including statutory cities, home rule charter cities, towns, counties, and school districts, is authorized to abate property taxes on selected parcels if:

- The benefits gained equal or exceed the cost to the political subdivision, and
- The abatement is in the public interest because it does one of the following:
 - increases or preserves the tax base;
 - provides employment opportunities;
 - provides or helps acquire or construct public facilities;
 - helps redevelop or renew blighted areas;
 - helps provide access to services for residents of the political subdivision;
 - finances or provides for public infrastructure;
 - phases in a property tax increase on the parcel resulting from an increase of 50% or more in one year on the estimated value of the parcel, other than an increase due to improvement of the parcel; or
 - stabilizes the tax base through equalization of property tax revenues for a specified period of time with respect to property subject to valuation under Minnesota Rules, chapter 8100.

Duration and Restrictions

- Cities, counties, and school districts as combined jurisdictions may grant an abatement for no longer than 15 years (8 year maximum if no initial duration is specified), or for no longer than 20 years if two or fewer jurisdictions participate.
- No back-to-back abatements. Eight years must pass before a new abatement can be applied.
- In any given year, the total amount of property taxes abated by a political subdivision for all parcels may not exceed the greater of (1) 10% of the subdivision's net tax capacity, or (2) \$200,000.
- Taxes may be abated on the entire net tax capacity of a parcel including land or areas subject to the area-wide fiscal disparities tax.
- Property in a tax increment financing district is not eligible for abatement.
- The property owner does not have to consent to the abatement.

Process

- A political subdivision may grant an abatement only after a public hearing has been held.
- Notice of the hearing must be published in a newspaper of general circulation more than 10 days but less than 30 days prior to the hearing.
- The notice must identify the property for which abatement is under consideration and specify the total estimated amount of property taxes to be abated.
- The governing body must adopt a resolution specifying the terms of the abatement.
- The resolution must also contain a statement as to the nature and extent of the public benefits that are expected to be received.
- The political subdivision must add to its levy amount each year the total estimated amount of all current year abatements granted (not subject to levy limits).
- The total property taxes shall be levied on the property and shall be due and payable to the county as if a tax abatement was not in place.
- The political subdivision will pay the abatement to the property owner, lessee, or a representative of the bondholders or will retain the abatement to pay public infrastructure costs, in accordance with the abatement resolution.

Tax Abatement Bonds

- A political subdivision may issue bonds or other obligations to provide an amount equal to the sum of the abatements.
- The bonds may be general obligations of the political subdivision if the governing body of the political subdivision elects to pledge the full faith and credit of the subdivision in the resolution issuing the bonds.
- The maximum principal amount of the bonds may not exceed the estimated sum of the abatements through the authorized term.
- The bonds are issued in accordance with Chapter 475 and are excluded from the calculation of the net debt limit.
- The proceeds of bonds may be used to (1) pay for public improvements that benefit the property (that is abated), (2) to acquire and convey land or other property, (3) to reimburse the property owner for the cost of improvements made to the property, or (4) to pay the costs of issuance of the bonds.

Rob Wolfington

From: Grogan, Brian T. <brian.grogan@lawmoss.com>
Sent: Wednesday, June 22, 2016 4:25 PM
To: Rob Wolfington
Cc: Hammer, Terri L.
Subject: FW: City of Benson - Charter renewal
Attachments: DOCS-#3193614-v1-Comprehensive_Plan_2000_&_Addendum_-_See_Chapter_8_-_Benson.PDF; DOCS-#3193424-v1-City_Charter_Section_10_-_Franchise_Term_-_Benson.PDF; DOCS-3193525.XLSX

Rob:

I am checking in with you to see if you have any questions regarding my previous email message (below) and the attached documents regarding the cable franchise renewal process with Charter.

For your information, I have not received any reply from Charter representatives regarding Benson since our last phone conversation.

Please let me know how I can be of assistance or if you would like to schedule a phone call to discuss the information.

Thanks,

Brian

From: Grogan, Brian T.
Sent: Wednesday, April 13, 2016 4:54 PM
To: 'Rob Wolfington'
Cc: Hammer, Terri L.
Subject: City of Benson - Charter renewal

Rob:

Following up on our last call with Charter, the parties agreed to exchange information on several topic areas and then meet again to try to resolve the remaining issues.

One issue the City was tasked with is to create some type of plan or assessment about the capital needs of the City related to PEG programming. Charter suggested this was needed for the company to be able to agree to a specific PEG fee in the franchise. Attached is an example of a chart that the City could create to determine equipment needs over the term of the next franchise term. Please note that this is intended solely as an example of what another similarly sized city created to address their future capital needs. This charter would need to be tailored to fit the needs and interests of Benson regarding future PEG capital.

Here are my notes from our phone call with Charter and the City:

1. City to provide Charter with future equipment needs; (**See attached charter as example**)
2. City to confirm the "City Charter" allows 10 year franchise term (**see attached Chapter 10 which allows a franchise of not more than 10 years**);
3. Charter to reply to draft franchise dated September 2015; (**I have not received any reply from Charter**)
4. City to confirm Nevada Squares need for capacity regarding energy load management – need for this provision may go away; (**This is an issue the City will need to review**)
5. Charter to confirm drop box location at newspaper building; (**This is an issue the City will need to review**)
6. Charter to confirm buildings on free service list in existing franchise; (**I have not received any reply from Charter**)

7. Construction/conduit issue – City to review language in franchise v. City’s code and comprehensive plan and amendment (see attached). **(The Franchise should refer to the City Code with authority for the City to amend the code in the future as necessary to address issues set forth in the comprehensive plan – see attached)**
8. The City adopted an extension resolution thru 7/18/2016 and on 3/1/2016 we sent it to Bremer for Charter's signature - **(I have not received any reply from Charter)**

Upon exchange of the above information, the parties planned schedule the next conference call.

Please feel free to call to discuss,

Brian

Brian T. Grogan

Attorney At Law

Moss & Barnett

Direct: (612) 877-5340 | Brian.Grogan@lawmoss.com

Fax: (612) 877-5031 Mobile: (612) 360-0838

www.LawMoss.com

150 South Fifth Street Suite 1200 Minneapolis, MN 55402

Notice Important disclaimers and limitations apply to this email
Please [click here](#) for our disclaimer and [here](#) for our privacy policy

DRAFT

Budgetary Access Equipment Projections - City of Benson

Item	Budgetary Estimate	Years 1-2	Years 3-4	Years 5-6	Years 7-8	Years 9-10
HD Camcorder	\$ 8,000	1	0	0	0	1
HD Document Camera	\$ 4,000	1	0	0	0	1
HD Video Router	\$ 12,000	1	0	0	0	1
HD Production Switcher/Camera Control/Character Generation System	\$ 35,000	1	0	0	1	0
HD Encoder/Playback System	\$ 75,000	1	0	0	1	0
Analog to Digital Converters/Audio Embedders	\$ 1,200	1	0	0	0	2
HD Input/Output Monitors	\$ 2,200	1	0	0	0	1
HD SDI Embedded Audio Monitor	\$ 7,500	1	0	0	0	1
Digital Audio Processor	\$ 8,000	1	0	0	0	1
Council Chambers Control System	\$ 15,000	0	0	1	0	1
Video and Audio Recorder	\$ 3,000	1	0	0	0	1
Council Chambers Monitors	\$ 2,500	0	4	0	0	0
HD Projector	\$ 3,500	0	2	0	0	0
HD Scalers	\$ 2,000	1	0	0	0	1
Hearing Assistance System	\$ 4,000	0	1	0	0	1
Microphones	\$ 800	0	0	2	0	0
Speakers	\$ 3,500	0	0	4	0	0
Audio Amplifiers	\$ 1,200	0	0	3	0	0
Council Chambers Lighting System	\$ 30,000	1	0	0	0	1
Replacement Lights	\$ 1,000	0	2	0	2	0
Future Technologies Budget	\$ 20,000	1	0	1	1	0

Total Equipment Budget \$ 515,200 \$ 207,900 \$ 23,000 \$ 54,200 \$ 132,000 \$ 98,100

DRAFT

TABLE OF CONTENTS

Section

Chapter 1. Name, Boundaries, Powers and General Provisions

- 1.01 Name and boundaries
- 1.02 Powers of the city
- 1.03 Charter a public act

Chapter 2. Form of Government

- 2.01 Form of government
- 2.02 Boards and commissions
- 2.03 Elective officers
- 2.04 Incompatible offices
- 2.05 Vacancies in the council
- 2.06 The Mayor
- 2.07 Salaries
- 2.08 Investigation of city affairs
- 2.09 Interferences with administration

Chapter 3. Procedure of Council

- 3.01 Council meetings
- 3.02 Secretary of council
- 3.03 Rules of procedure and quorum
- 3.04 Ordinances, resolutions, and motions
- 3.05 Procedure on ordinances
- 3.06 Emergency ordinances
- 3.07 Procedure on resolutions
- 3.08 Signing and publication of ordinances and resolutions
- 3.09 When ordinances and resolutions take effect
- 3.10 Amendment and repeal of ordinances and resolutions
- 3.11 Revision and Codification of ordinances

Chapter 4. Nominations and Elections

- 4.01 The regular municipal election
- 4.02 Special elections
- 4.03 Candidates for office
- 4.04 Canvass of elections
- 4.05 Procedure at elections

Chapter 5. Referendum

- 5.01 Power reserved by the people
- 5.02 Expenditures by petitioners
- 5.03 Further regulations
- 5.04 The referendum
- 5.05 Referendum petition

Chapter 6. Administration of City Affairs

- 6.01 The City Manager
- 6.02 Powers and duties of the city manager
- 6.03 Departments of administration
- 6.04 Subordinate officers
- 6.05 Purchases and contracts
- 6.06 Contracts; how let

Chapter 7. Taxation and Finances

- 7.01 Council to control finances
- 7.02 Fiscal years
- 7.03 System of taxation
- 7.04 Board of equalization
- 7.05 Preparation of the annual budget
- 7.06 Passage of budget
- 7.07 Enforcement of the budget
- 7.08 Alterations in the budget
- 7.09 Emergency appropriation in budget
- 7.10 Disbursements; how made
- 7.11 Funds to be kept
- 7.12 Accounts and reports
- 7.13 City indebtedness
- 7.14 Tax anticipation certificates
- 7.15 Emergency debt certificates
- 7.16 Certificates of indebtedness
- 7.17 Investment of funds

Chapter 8. Public Improvements and Special Assessments

- 8.01 Power to make improvements and levy assessments
- 8.02 Assessments for services
- 8.03 Local improvement regulations
- 8.04 Public works; how performed

Chapter 9. Eminent Domain

- 9.01 Power to acquire property
- 9.02 Proceedings in acquiring property
- 9.03 Payment of award
- 9.04 City may abandon proceedings
- 9.05 City may take entire plant

Chapter 10. Franchises

- 10.01 Franchises required
- 10.02 Term
- 10.03 Public hearings
- 10.04 Power of regulation reserved
- 10.05 Renewals of extensions

Chapter 11. Public Ownership and Operation of Utilities

- 11.01 Acquisition and operation of utilities
- 11.02 Rates and finances
- 11.03 Purchase in bulk
- 11.04 Lease of plant
- 11.05 Public utility; how sold

Chapter 12. Miscellaneous and Transitory Provisions

- 12.01 Official publications
- 12.02 Oath of office
- 12.03 City officers not to be interested in contracts
- 12.04 Official bonds
- 12.05 Sales of real property
- 12.06 Vacation of streets
- 12.07 City to succeed to rights and obligations of former city
- 12.08 Present officers to hold office until when
- 12.09 Statutes not affected by charter
- 12.10 Existing ordinances continued
- 12.11 Pending condemnations and assessments
- 12.12 Ordinances to make charter effective
- 12.13 Fire department and relief association

Certificate of Charter Commission

CHAPTER 1. NAME, BOUNDARIES, POWERS AND GENERAL PROVISIONS

§ 1.01 NAME AND BOUNDARIES.

The City of Benson, in the County of Swift, and State of Minnesota, shall, upon the taking effect of this charter, continue to be a municipal corporation, under the name and style of the city of Benson, with the same boundaries as now are or hereafter may be established.

§ 1.02 POWERS OF THE CITY.

The city shall have all powers which it may now or hereafter be possible for a municipal corporation in this state to exercise in harmony with the constitutions of this state and of the United States. It is the intention of this charter that every power which the people of the City of Benson might lawfully confer upon themselves as a municipal corporation by specific enumeration in this charter shall be deemed to have been so conferred by the provisions of this section. This charter shall be construed liberally in favor of the city and the specific mention of particular powers in the charter shall not be construed as limiting in any way the generality of the power herein sought to be conferred.

§ 1.03 CHARTER A PUBLIC ACT.

This charter shall be a public act and need not be pleaded or proved in any case. It shall take effect thirty days from and after its adoption by the voters.

CHAPTER 2. FORMS OF GOVERNMENT

§ 2.01 FORM OF GOVERNMENT.

The form of government established by this charter is the "Council-Manager Plan". The council shall exercise the legislative power of the city and determine all matters of policy. The City Manager shall be the head of the administrative branch of the city government and shall be responsible to the council for the proper administration of all affairs relating to the city.

§ 2.02 BOARDS AND COMMISSIONS.

There shall be no separate administrative board of health, library board, park board, or any other administration of a function jointly with another political subdivision. The council shall itself be and perform the duties and exercise the powers of such boards and commissions. The council may, however, establish boards or commissions to advise the council with respect to any municipal function or activity, to investigate any subject of interest to the city or to perform quasi-judicial functions.

§ 2.03 ELECTIVE OFFICERS.

The council shall be composed of a mayor and 4 (four) Councilmen who shall be qualified electors, and who shall be elected at large. Each councilman shall serve for a term of four years

and/or until his successor is elected and qualifies, except that at the first election held after the adoption of this charter, the two candidates having the highest number of votes shall serve four years and the other two successful candidates shall serve for two years. The Mayor shall serve for a term of two years and until his successor is elected and qualifies. The Council shall appoint qualified persons to serve as judges of the election of Mayor and Councilmen.

§ 2.04 INCOMPATIBLE OFFICES.

No member of the council shall be appointed city manager, nor shall any member hold any paid municipal office or employment under the city, and until one year after the expiration of his term as mayor or councilman no former member shall be appointed to any paid appointive office or employment under the city which office or employment was created or the emoluments of which were increased during his term as councilman.

§ 2.05 VACANCIES IN THE COUNCIL.

A vacancy in the council shall be deemed to exist in case of the failure of any person elected thereto to qualify on or before the date of the second regular meeting of the new council, or by reason of the death, resignation, removal from office, removal from the city, continuous absence from the city for more than three months, or conviction of a felony of any such person whether before or after his qualification, or by reason of the failure of any councilman without good cause to perform any of the duties of membership in the council for a period of three months. In each such case the council shall by resolution declare such vacancy to exist and may forthwith appoint an eligible person to fill the same until the next regular municipal election or may hold a special election to fill the unexpired term.

§ 2.06 THE MAYOR.

The Mayor shall be the presiding officer of the council, except that the council shall choose from its members, a president pro-tem who shall hold office at the pleasure of the council and shall serve as president in the mayor's absence and as mayor in case of the mayor's resignation, disability or absence from the city. The mayor shall have a vote as a member of the council. He shall exercise all powers and perform all duties conferred and imposed upon him by this charter, the ordinances of the city, and the laws of the state. He shall be recognized as the official head of the city for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the governor for the purposes of martial law. He shall study the operations of the city government and shall report to the council any neglect, dereliction of duty, or waste on the part of any officer or department of the City. In time of public danger or emergency he may, with the consent of the council, take command of the police, maintain order and enforce the law.

§ 2.07 SALARIES.

Salaries for the mayor and members of the council shall be fixed by ordinance passed by the council provided that no change in those salaries shall take effect until after the next succeeding municipal election. The city manager and all subordinate officers and employees of the city shall receive such salaries or wages as may be fixed by the council.

§ 2.08 INVESTIGATION OF CITY AFFAIRS.

The council and the city manager, or either of them, and any officer or officers formally authorized by them, or either of them, shall have power to make investigations into the city's affairs, to subpoena witnesses, administer oaths, and compel the production of books and papers. The council shall provide for an audit of the city's accounts at least once a year by the state department in charge of such work or by a certified public accountant or public accountant. The council may at any time provide for an examination or audit of the accounts of any officer or department of the city government and it may cause to be made any survey or research study of any subject of municipal concern.

§ 2.09 INTERFERENCES WITH ADMINISTRATION.

The council may by ordinance establish the merit system in all or part of the city administration but neither the council nor any of its members shall dictate the appointment of any person to office or employment by the city manager, or any manner interfere with the city manager or prevent him from exercising his own judgment in the appointment of officers and employees in the administrative service. Except for the purpose of inquiry the council and its members shall deal with and control the administrative service solely through the city manager, and neither the council nor any member thereof shall give orders to any of the subordinates of the city manager, either publicly or privately.

CHAPTER 3. PROCEDURE OF COUNCIL

§ 3.01 COUNCIL MEETINGS.

On the first business day of January, the Council shall meet at the usual place for the holding of council meetings. At this time the newly elected members of the Council shall assume their duties. Thereafter the Council shall meet at such times each month as may be prescribed by ordinance or resolution. The mayor or any two members of the Council may call special meetings of the Council upon at least twelve hours notice to each member of the Council. All meetings of the Council shall be public, and any citizen shall have access to the minutes and records thereof at all reasonable times.

§ 3.02 SECRETARY OF COUNCIL.

The city clerk or city manager shall act as secretary of the council. He shall keep a journal of council proceedings and such other records and perform such other duties as this charter or the council may require. The council shall choose such other officers and employees as may be necessary to serve at its meetings. The council may designate any other official or employee of the city to act as secretary of the council.

§ 3.03 RULES OF PROCEDURE AND QUORUM.

The council shall determine its own rules and order of business. A majority of all members elected shall constitute a quorum to do business, but a smaller number may adjourn from time to time. The council may by ordinance provide a means by which a minority may compel the attendance of absent members.

§ 3.04 ORDINANCES, RESOLUTIONS, AND MOTIONS.

Except as in this charter otherwise provided, all legislation shall be by ordinance. The aye and no vote on ordinances, resolutions, and motions shall be recorded unless the vote is unanimous. An affirmative vote of a majority of all the members of the council shall be required for the passage of all ordinances and resolutions, except as otherwise provided in this charter.

§ 3.05 PROCEDURE ON ORDINANCES.

The enacting clause of all ordinances shall be in the words, "The City of Benson does ordain". Every ordinance shall be presented in writing. No ordinance except an emergency ordinance shall be passed at the meeting at which it is introduced and at least three days shall elapse between its introduction and final passage.

§ 3.06 EMERGENCY ORDINANCES.

An emergency ordinance is an ordinance necessary for the immediate preservation of the public peace, health, morals, safety or welfare. Said ordinance may not levy taxes, grant, renew or extend franchises, or regulate rates. An emergency ordinance shall be introduced in the form and manner prescribed for other ordinances except that it shall plainly be designated as an emergency ordinance and shall contain a declaration stating that an emergency exists and describing it in clear and specific terms. It shall require an affirmative vote of 5 members of the council to enact the ordinance and it shall be published in the official newspaper. It shall become effective upon its adoption or passage or at such later time as it may specify, however, every emergency ordinance shall automatically stand repealed as of the 61st day following its adoption, but this shall not prevent the reenactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adopting a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.

§ 3.07 PROCEDURE ON RESOLUTIONS.

Every resolution shall be presented in writing and read in full before a vote is taken thereon, unless the reading of a resolution is dispensed with by unanimous consent.

§ 3.08 SIGNING AND PUBLICATION OF ORDINANCES AND RESOLUTIONS.

Every ordinance or resolution passed by the council shall be signed by the mayor or by two other members, attested by the city manager and filed and preserved by him. Every ordinance shall be published at least once in the official newspaper. To the extent and in the manner provided by law, an ordinance may incorporate by reference a statute of Minnesota, a state administrative rule or a regulation, a code, or ordinance or part thereof without publishing the material referred to in full.

§ 3.09 WHEN ORDINANCE AND RESOLUTIONS TAKE EFFECT.

A resolution and an emergency ordinance shall take effect immediately upon its passage or at such later date as is fixed in it. Every other ordinance shall take effect 30 days after publication or at such later date as is fixed therein.

§ 3.10 AMENDMENT AND REPEAL OF ORDINANCES AND RESOLUTIONS.

Every ordinance or resolution repealing a previous ordinance or resolution or section or subdivision thereof shall give the number, if any, and the title of the ordinance or resolution to be repealed in whole or in part. No ordinance or resolution or section or subdivision thereof shall be amended by reference to the title alone, but such an amending ordinance or resolution shall set forth in full each section or subdivision to be amended and shall indicate new matter by underscoring and old matter to be omitted by enclosing in brackets. In newspaper publication, the same indications of omitted and new matter shall be used except that italics or bold-faced type may be substituted for underscoring and omitted matter may be printed in capital letters within parenthesis.

§ 3.11 REVISION AND CODIFICATION OF ORDINANCES.

The city may revise, rearrange and codify its ordinances with such additions and deletions as may be deemed necessary by the council, providing such revision, re-arrangement or codification does not materially change the content, meaning, or intent of said ordinance, except for the deletion of obsolete or inapplicable provisions thereof. Such ordinance code shall be published in book, pamphlet or continuously revised loose-leaf form and copies shall be made available by the council at the office of the city-clerk for general distribution to the public free or at a reasonable charge. Publication in such a code shall be a sufficient publication of any ordinance provision not previously published if a notice that copies of the codification are available at the office of the city clerk is published in the official newspaper for at least two successive weeks.

CHAPTER 4. NOMINATIONS AND ELECTIONS

§ 4.01 THE REGULAR MUNICIPAL ELECTION.

A regular municipal election shall be held on the first Tuesday after the first Monday in November of each odd-numbered year commencing in 1965 at such place or places as the city council may designate. The city clerk shall give at least two weeks previous notice of the time and place of holding the election and of the officers to be elected by posting in at least one public place in each voting precinct and by publication at least once in the official newspaper, but failure to give such notice shall not invalidate such election. At the regular election there shall be elected in addition to the members of the council, such justices of the peace or municipal judges as may be provided by law.

§ 4.02 SPECIAL ELECTIONS.

The council may by resolution order a special election and provide all means for holding it. At least two weeks published notice of a special election shall be given in the official newspaper. The procedure at such election shall conform as nearly as possible to that prescribed for other municipal elections.

§ 4.03 CANDIDATES FOR OFFICE.

Candidates for any elective office shall file an affidavit of candidacy in accordance with the election laws of the State of Minnesota or as hereinafter provided by ordinance.

§ 4.04 CANVASS OF ELECTION.

The council shall meet and canvass the election returns within five days after any regular or special election and shall make full declaration of the results as soon as possible, and file a statement thereof with the city clerk. This statement shall include: (a) the total number of good ballots cast; (b) the total number of spoiled or defective ballots; (c) the vote for each candidate, with an indication of those who were elected; (d) a true copy of the ballots used; (e) the names of the judges and clerks of election; and (f) such other information as may seem pertinent. The city clerk shall forth-with notify all persons elected of their election.

§ 4.05 PROCEDURE AT ELECTIONS.

Subject to the provisions of this charter and applicable state laws the council may by ordinance further regulate the conduct of municipal elections. Except as otherwise provided in this charter or in ordinances adopted pursuant thereto the general laws of the state of Minnesota pertaining to elections shall apply to municipal elections.

CHAPTER 5. REFERENDUM

§ 5.01 POWER RESERVED BY THE PEOPLE.

The people of Benson reserve to themselves the power, in accordance with the provisions of this charter (except an ordinance appropriating money or authorizing the levy of taxes) to require any ordinance when passed by the council, to be referred to the electors for approval or disapproval. This power shall be called referendum.

§ 5.02 EXPENDITURES BY PETITIONERS.

No member of any referendum, no circulator of a signature paper, no signor of any such paper, or any other person, shall accept or offer any reward pecuniary or otherwise. However, the committee may pay for services rendered or expenses incurred in connection with the advertising and circulation of the petition. Any violation of the provisions of this section is a misdemeanor.

§ 5.03 FURTHER REGULATIONS.

The council may provide by ordinance such further regulations for referendum not inconsistent with this charter, as may be deemed necessary.

§ 5.04 THE REFERENDUM.

If prior to the date when an ordinance takes effect, a petition signed by qualified electors of the city equal in number to 15 per cent of the total vote at the last regular municipal election is filed with the city clerk requesting that any such ordinance be repealed or be submitted to a vote of the electors, the ordinance shall thereby be prevented from going into operation. The council shall thereupon reconsider the ordinance at its next regular meeting and either repeal it or by aye and no vote reaffirm its adherence to the ordinance as passed. In the latter case the council shall

immediately order a special election to be held thereon or submit the ordinance at the next regular municipal election, pending which the ordinance shall remain suspended.

If a majority of the electors voting thereon is opposed to the ordinance it shall not become effective; but if a majority of the electors voting thereon favors the ordinance, it shall go into effect immediately or on the date therein specified.

§ 5.05 REFERENDUM PETITION.

A referendum petition shall read as follows:

Referendum Petition

Proposing the repeal of an ordinance to (stating the purpose of the ordinance), a copy of which ordinance is hereto attached. The proposed repeal is sponsored by the following committee of electors:

Name	Address
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____

The undersigned petitioners, understanding the nature of the ordinance hereto attached and believing it to be detrimental to the welfare of the city, petition the council for its submission to a vote of the electors for their approval or disapproval.

Name	Address
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____

CHAPTER 6. ADMINISTRATION OF CITY AFFAIRS

§ 6.01 THE CITY MANAGER.

The manager shall be the chief administrative officer of the city. He shall be chosen by the council solely on the basis of his training, experience, and administrative qualifications and need not be a resident of the city at the time of his appointment. The city manager shall be appointed for an indefinite period and may be removed by the council at any time; but after he has served as manager for one year, he may demand written charges and a public hearing on the charges before the council prior to the date when his final removal takes effect. After such hearing, if one is demanded, the council shall have unlimited discretion either to reinstate the manager or make his removal final. Pending such hearing and removal, the council may suspend the manager from office. The council may designate some properly qualified person to perform the duties of the manager during his absence or disability or while the office of manager is vacant.

§ 6.02 POWERS AND DUTIES OF THE CITY MANAGER.

Subject to the provisions of this charter and any council regulations consistent therewith the city manager shall control and direct the administration of the city's affairs. He shall have the powers and duties set forth in the subdivisions:

(A) He shall see that this charter and the laws, ordinances and resolutions of the city are enforced.

(B) He shall appoint and remove, upon the basis of merit and fitness, all subordinate officers and employees in the departments except the department heads who shall be appointed or removed by the city council upon the recommendation of the manager. The manager however, may suspend any employee, department head or otherwise for a period of not more than 60 days pending investigation into the affairs of the department or the employee.

(C) He shall exercise control over all departments and divisions of the city administration created by this charter or by the council.

(D) He shall attend all meetings of the council, with the right to take part in the discussion but not to vote; but the council may in its discretion exclude him from any meeting at which his removal is considered.

(E) He shall recommend to the council for the adoption such measure as he may deem necessary for the welfare of the people and the efficient administration of the city's affairs.

(F) He shall keep the council fully, advised as to the financial condition and needs of the city, and he shall prepare and submit to the council the annual budget.

(G) He shall prepare and submit to the council for adoption an administrative code incorporating the details of administrative procedure, and from time to time he shall suggest amendments to such code.

(H) He shall perform such other duties as may be prescribed by this charter or by law or required of him by ordinances or resolutions adopted by the council.

§ 6.03 DEPARTMENTS OF ADMINISTRATION.

The council may create such departments, divisions, and bureaus for the administration of the city's affairs as may seem necessary, and from time to time alter their powers and organization. It may, in conjunction with the city manager, prepare a complete administrative code for the city and enact it in the form of an ordinance which may be amended from time to time by ordinance.

§ 6.04 SUBORDINATE OFFICERS.

There may be a city clerk and such other officers subordinate to the city manager as the council may create by ordinance. The city clerk shall be subject to the direction of the city manager, and shall have such duties in connection with the keeping of the public records, the custody and disbursement of the public funds, and the general administration of the city's affairs as the council prescribes. He may be designated to act as secretary of the council and also as treasurer. The council may by ordinance abolish offices which have been created by ordinance and it may combine the duties of various offices as it may see fit.

§ 6.05 PURCHASES AND CONTRACTS.

The city manager shall be the chief purchasing agent of the city. All city purchases and contracts shall be made or let by the city manager when the amount of the purchases or contract does not exceed \$5,000.00. All other purchases shall be made and all other contracts let by the city manager only after prior approval of the Council thereof. All contracts, bonds, and instruments of any kind to which the city is a party shall be signed by the mayor and the city manager on behalf of the city and shall be executed in the name of the city.

§ 6.06 CONTRACTS; HOW LET.

In all cases of contracts entered into for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property, the city manager and City Council shall make or let said contract in conformance with the provisions of the Uniform Municipal Contracting Law, Minnesota Statutes Section 471.345, the laws amendatory thereof.

CHAPTER 7. TAXATION AND FINANCES

§ 7.01 COUNCIL TO CONTROL FINANCES.

The council shall have full authority over the financial affairs of the city, and shall provide for the collection of all revenues and other assets, the auditing and settlement of accounts, and the safe keeping and disbursement of public monies, and in the exercise of a sound discretion shall make appropriations for the payment of all liabilities and expenses.

§ 7.02 FISCAL YEARS.

The fiscal year of the city shall be the calendar year.

§ 7.03 SYSTEM OF TAXATION.

Subject to the state constitution, and except as forbidden by it, or by state legislation the council shall have full power to provide by ordinance for a system of local taxation. This authority includes the power by ordinance to assess, levy, and collect taxes on all subjects or objects of taxation, except as limited or prohibited by the state constitution, by this charter or by laws imposing restrictions upon the city irrespective of charter provisions.

§ 7.04 BOARD OF EQUALIZATION.

The council shall constitute a board of equalization to equalize assessments of property for taxation purposes according to law.

§ 7.05 PREPARATION OF THE ANNUAL BUDGET.

The city manager shall prepare the estimates for the annual budget as prescribed by the city council with the following as minimum requirements. The budget shall be by funds and shall include all the funds of the city, except the funds made up of proceeds of bond issues, utility funds, and special assessment funds, and may include any of such funds at the discretion of the council. The estimates of expenditures for each fund budgeted shall be arranged for each department or division of the city under the following heads: (1) ordinary expenses (for operation, maintenance, and repairs); (2) payment of principal and interest on bonds and other fixed charges; (3) capital outlays (for new construction, new equipment, and all improvements of a lasting character). Ordinary expenses shall be subdivided into: (a) salaries and wages with a list of all salaried offices and positions, including the salary allowance and the number of persons holding each; (b) other expenses with sufficient detail to be readily understood. All increases and decreases shall be clearly shown. In parallel columns shall be added the amounts granted and the amounts expended under similar heads for the past two completed fiscal years and the current fiscal year, actual to date and estimated for the balance of the year. In addition to the estimates of expenditures, the budget shall include for each budgeted fund a statement of the revenues which have accrued for the past two completed fiscal years with the amount collected and the uncollected balances together with the same information, based in so far as necessary on estimates, for the current fiscal year and an estimate of the revenues for the ensuing fiscal year. The statement of revenues for each year shall specify the following items: sums derived from (a) taxation, (b) fees, (c) fines, (d) interest, (e) miscellaneous, not included in the foregoing, (f) sales and rentals, (g) earnings of public utilities and other public service enterprises, (h) special assessments, and (i) sales of bonds and other obligations. Such estimate shall be printed or typewritten and there shall be sufficient copies for each member of the council, for the city manager, for the city clerk, and three, at least, to be posted in public places in the city. The estimates shall be submitted to the council at its first regular monthly meeting in September and shall be made public. The city manager may submit with the estimates such explanatory statement or statements as he may deem necessary, and during the first three years of operation under this charter he shall be authorized to interpret the requirements of this section as requiring only such comparisons of the city's finances with those of the previous government of the city as may be feasible and pertinent.

§ 7.06 PASSAGE OF BUDGET.

The budget shall be the principal item of business at the first regular monthly meeting of the council in September and the council shall hold adjourned meetings from time to time until all the estimates have been considered. The meetings shall be so conducted as to give interested citizens a reasonable opportunity to be heard. The budget estimates shall be read in full and the city manager shall explain the various items thereof as fully as may be deemed necessary by the council. The annual budget finally agreed upon shall set forth in detail, the complete financial plan of the city for the ensuing fiscal year for the funds budgeted and shall be signed by the majority of the council when adopted. It shall indicate the sums to be raised and from what sources and the sums to be spent for what purposes according to Sec. 7.05. The total sum appropriated shall be less than the total estimated revenue by a safe margin. The council shall adopt the budget not later than the first week of October or at such date the law prescribes by resolution which shall set forth the total for each budgeted fund and each department with such segregation as to objects and purposes of expenditures as the council deems necessary for purposes of budget control. The council shall also adopt a resolution levying whatever taxes it considers necessary within statutory limits for the ensuing year, the sums fixed in the budget resolution shall be and become appropriated for the several purposes named in the budget resolution and no other.

§ 7.07 ENFORCEMENT OF THE BUDGET.

It shall be the duty of the city manager to enforce strictly the provisions of the budget. He shall not approve any order upon the city treasurer for any expenditure unless an appropriation has been made in the budget resolution, nor for any expenditure covered by the budget resolution unless there is a sufficient unexpended balance left after deducting the total past expenditure's and the sum of all outstanding orders and encumbrances. No officer or employee of the city shall place any order or make any purchase except for a purpose and to the amount authorized in the budget resolution. Any obligation incurred by any person in the employ of the city for any purpose not authorized in the budget resolution or for any amount in excess of the amount therein authorized shall be a personal obligation upon the person incurring the expenditure.

§ 7.08 ALTERATIONS IN THE BUDGET.

After the budget resolution has been adopted, the council shall have no power to increase the amounts fixed in the budget resolution, by the insertion of new items or otherwise, beyond the estimated revenues unless the actual receipts exceed the estimates and then not beyond the actual receipts.

The council may at any time, by resolution approved by a majority of its members, reduce the sums appropriated for any purpose by the budget resolution, or by a vote of 4 members, authorize the transfer of sums from unencumbered balances of appropriations in the budget resolution to other purposes.

§ 7.09 EMERGENCY APPROPRIATIONS IN BUDGET.

The council may include an emergency appropriation as a part of the budget but not to exceed 10 percent of the total tax levy for the year. A transfer from the emergency appropriation to any other appropriation shall be made only by a vote of at least 4 members of the council and shall be used only for the purposes designated by the council.

§ 7.10 DISBURSEMENT; HOW MADE.

No disbursement of city funds shall be made except by check signed by the mayor, city manager, and treasurer and specifying the purposes for which the disbursement is made and the fund from which it is drawn. No such check shall be issued until there is money to the credit of the fund from which it is to be paid sufficient to pay it together with all outstanding encumbrances upon the fund. No such check shall be issued until the claim to which it relates has been supported by an itemized bill, payroll, or time-sheet, approved and signed by the responsible city officer who vouches for its correctness and reasonableness. The city Manager shall note on each contract requiring the payment of money by the city the particular fund out of which it is to be paid. The council may by ordinance make further regulations for the safekeeping and disbursement of the funds of the city.

§ 7.11 FUNDS TO BE KEPT.

(A) There shall be maintained. in the city treasury the funds provided for in the following subdivisions.

(1) A general fund for the payment of such expenses of the city as the council may deem proper. Into this fund shall be paid all money not provided herein or by statute to be paid into any other fund.

(2) A debt service fund, into which shall be paid all receipts from taxes or other sources for the payment of principal and interest of all obligations issued by the city except bonds issued on account of any local improvement to be financed wholly or partly by special assessments and bonds issued on account of any municipally owned utility. Out of this fund shall be paid, the principal and interest of such obligations when due. Any surplus in such fund not needed immediately for debt service may be invested under the direction of the council in such securities as are authorized by statute for the investment of such funds; and such investments may be liquidated at any time. To the extent required by law, a separate account in the debt service fund shall be maintained for each issue of city obligations.

(3) A bond fund, into which shall be paid and disbursed the proceeds of all bonds issued by the city except bonds issued on account of any local improvement to be financed wholly or partly by special assessments and bonds issued on account of any municipally owned utility. A separate bond account shall be kept for each issue of such bonds.

(4) A special assessment fund, which shall be used to finance local improvements to be paid for, in whole or in part, from special assessments against benefited property. There shall be paid into this fund: (1) collections of special assessments with interest, levied against benefited property; (2) proceeds of bonds or warrants sold by the city to finance local improvements to be paid for in whole or in part, by special assessments; and the proceeds of inter-fund loans; (3) amounts from other city funds representing either (a) apportionments of costs against the city at large, (b) benefit assessments against city property, or, (c) appropriations to maintain the integrity of the fund. There shall be paid out of this fund: (1) all expenses and costs of the improvement projects financed through the fund; (2) the redemption of all special assessment fund obligations, with interest, at or before maturity; and any interfund loans; and (3) abatements of assessments and refunds of receipts in error. The council shall maintain the integrity of this fund by appropriations from tax funds if necessary, and in addition may by ordinance create and maintain in the fund a cash reserve sufficient for working capital purposes. In order to anticipate the collection of special assessments and the municipal share of the cost of a local improvement, the council may by a majority vote issue and sell obligations pledging the full faith and credit of the city, or pledging only special assessments, in such amounts and maturities as it may determine; but the aggregate amount of such obligations outstanding at any time shall not exceed the sum of the following: (1) all assessments levied and uncollected; (2) cost of work in progress to be financed in whole or in part by special assessments, and (3) the cash reserve for working capital as previously determined by ordinance. In order that the fund may be administered on a self-sustaining basis, all local improvement projects financed through it shall upon completion be certified by the city manager as to total cost, which shall thereupon be apportioned by the council either as assessments against benefited property or as amounts due from other city funds. Amounts apportioned against other city funds shall be due when installments of special assessments levied for the same project are due, corresponding assessment rolls shall be charged interest as in the case of assessments and shall be credited to the fund, with any interest due, when collected. To the extent required by law, a tax for the city's share of the cost shall be levied before any obligations against the fund are issued and sold. When a local improvement to be financed wholly or partly from special assessment is undertaken under any applicable statute any provision of this subdivision inconsistent with the statute shall not apply.

(5) A public utility fund into which shall be paid all money derived from the sale of obligations issued on account of any municipally owned utility and all money derived from the sale of utility services, and from the sale of any property acquired for or used in connection with any such utility. There shall be paid out of this fund the cost of the purchase, construction,

operation, maintenance and repair of such utility, including the principal of and interest upon obligations which have been or shall be issued on its account. Separate accounts within the public utility fund shall be kept for all utilities which are operated separately. No more than 25% of the net profit (after depreciation) may be transferred from the Utility Fund to any other fund in any one year except by ordinance which shall state the specific purpose that the excess money shall be used for and in addition must affirm that a capital improvement program for the next 10 years has been studied and the Utility Fund does not need the money to fulfill its improvement program for the succeeding 10 years.

(B) In addition to the foregoing funds there may be maintained in the city treasury, whenever the council deems it advisable, the following funds:

(1) One or more working capital or revolving funds, for financing self-sustaining activities not accounted for through other funds;

(2) One or more trust and agency funds, for the care and disbursement of money received and held by the city as trustee or custodian or in the capacity of any agent for individuals or other governmental units;

(3) Such other funds as may be required by statute or ordinance.

(C) In lieu of establishing any of the types of funds specified in division (B), the council may provide for the recording of operations or activities for which the use of such funds might be suitable through the maintenance of separate accounts in any appropriate fund already established. The council shall have full power by ordinance or resolution to make interfund loans, except from trust, utility, and agency funds as it may deem necessary and appropriate from time to time.

§ 7.12 ACCOUNTS AND REPORTS.

The city manager shall be the chief accounting officer of the city and of every branch thereof, and the council may prescribe and enforce proper accounting methods, forms, blanks, and other devices consistent with the law, this charter, and the ordinances adopted in accord therewith. He shall submit to the council a statement each month showing the amount of money in the custody of the city treasurer, the status of all funds, the amount spent or chargeable against each of the annual budget allowances and the balances left in each, and such other information about the finances of the city as the council may require. Once each year on or before the last day of February, the city manager shall submit a report to the council covering the entire financial operations of the city for the past year. This report shall show: the actual receipts and expenditures omitting duplications and stating the cash balance at the beginning of the last fiscal year and at the close, the total outlays for operation and maintenance, and the total capital outlays; the condition of each of the funds; the total receipts by sources and the total expenditures by general purposes; the total outstanding bonds and debts of the city when due, the amount of new bonds issued and the amount redeemed and the interest rate of each; the condition of all the annual budget allowances; an inventory of all the property owned by the city; and such further information as the city manager deems advisable or the council requires.

§ 7.13 CITY INDEBTEDNESS.

Except as provided in §§ 7.14 and 7.15, no obligations shall be issued to pay current expenses, but the council may issue and sell obligations for any other municipal purpose in accordance with law and within the limitations prescribed by law. Except in the case of obligations for which an election is not required by this charter or by state law, no such obligations shall be issued and sold

without the approval of the majority of the electors of the city voting on the question at a general or special election.

§ 7.14 TAX ANTICIPATION CERTIFICATES.

At any time after January 1st following the making of an annual tax levy, the council may issue certificates of indebtedness in anticipation of the collection of taxes levied for any fund and not yet collected.

The total amount of certificates issued against any fund for any year with interest thereon until maturity shall not exceed 90% of the total current taxes for the fund uncollected at the time of issuance. Such certificates shall be issued on such terms and conditions as the council may determine and shall bear interest at a rate not to exceed the maximum rate allowed by State law for general obligations of the City but they shall become due and payable not later than the 1st day of April of the year following their issuance. The proceeds of the tax levied for the fund against which tax anticipation certificates are issued and the full faith and credit of the City shall be irrevocably pledged for the redemption of the certificates in the order of their issuance against the fund.

§ 7.15 EMERGENCY DEBT CERTIFICATES.

If in any year the receipts from taxes or other sources should from some unforeseen cause become insufficient for the ordinary expenses of the city, or if any calamity or other public emergency should subject the city to the necessity of making extraordinary expenditures, the council may by ordinance issue and sell on such terms and in such manner as the council determines emergency debt certificates to run not to exceed two years and to bear interest at not more than the maximum rate allowed by State law for general obligations in the City. A tax sufficient to pay principal and interest on such certificates with the margin required by law shall be levied as required by law. The ordinance authorizing an issue of such emergency debt certificates shall state the nature of the emergency and be approved by at least 4 members of the Council. It may be passed as an emergency ordinance.

§ 7.16 CERTIFICATES OF INDEBTEDNESS.

The council may issue certificates of indebtedness within existing debt limits for the purpose of purchasing fire or police equipment or street construction equipment or maintenance equipment. Such certificates shall be payable in not more than five (5) years and shall be issued on such terms and in such manner as the council may deem necessary.

§ 7.17 INVESTMENT OF FUNDS.

The City Manager, with the approval of the Council, may invest monies out of the treasury of the city in accordance with the laws of the State of Minnesota, provided, however, that all interest accrued shall be the normal accounting credited to the proper fund in accordance with normal accounting procedures.

CHAPTER 8. PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

§ 8.01 POWER TO MAKE IMPROVEMENTS AND LEVY ASSESSMENTS.

The city shall have the power to make any and every type of public improvements not forbidden by the laws of this state and to levy special assessments to pay all or any part of the cost of such improvements as are of a local character. The amounts assessed to benefited property to pay for such local improvements may equal the cost of the improvement, including all costs and expenses connected therewith, with interest until paid, but shall in no case exceed the benefits to the property.

§ 8.02 ASSESSMENTS FOR SERVICES.

The council may provide by ordinance that the cost of sprinkling, snow, or rubbish removal, or any other service to streets, sidewalks, or other public property, or the costs of any services to other property undertaken by the city may be assessed against the property benefited and collected in like manner as are special assessments.

§ 8.03 LOCAL IMPROVEMENTS REGULATIONS.

After this charter takes effect local improvements commenced prior thereto shall be completed and assessments may be levied and securities issued for the financing thereof as prescribed by the law (or charter provisions) applicable thereto. The council may prepare and adopt a comprehensive ordinance prescribing the procedure which shall be followed thereafter in making all local improvements and levying assessments therefor. Such ordinance shall supersede all other provisions of the law on the same subject and may be amended only by an affirmative vote of at least 4 members of the council. In the absence of such ordinance all local improvements may be made and assessments levied therefor as prescribed by any applicable law.

§ 8.04 PUBLIC WORKS; HOW PERFORMED.

Public works including all local improvements, may be constructed, extended, repaired, and maintained either directly by day labor or by contract. The city may require contractors to give bonds for the protection of the city and all persons furnishing labor and materials pursuant to the laws of the state.

CHAPTER 9. EMINENT DOMAIN

§ 9.01 POWER TO ACQUIRE PROPERTY.

The city may acquire, by purchase, gift, devise, or condemnation, any property, corporeal or incorporeal, either within or without corporate boundaries, which may be needed by the city for any public use or purpose, easements for slopes, fills, sewers, building lines, poles, wires, pipes, and conduits for water, gas, heat, and power may be acquired by gift, devise, purchases or condemnation in the manner provided by law.

§ 9.02 PROCEEDINGS IN ACQUIRING PROPERTY.

The necessity for the taking of any property by the city shall be determined by the council and shall be declared by a resolution which shall describe such property as nearly as may be and state the use to which it is to be devoted. In acquiring property by exercising the power of eminent domain, the city shall proceed according to the laws of this state, except as otherwise provided in this chapter.

§ 9.03 PAYMENT OF AWARD.

Whenever an award of damages is confirmed in any proceeding for the taking of property for public use by right of eminent domain, or whenever the court renders final judgement in any appeal from any such award and the time for abandoning such proceedings by the city has expired, the city shall, within 60 days of such final determination, pay the amount of the award or judgment of the court, as the case may be; and if not so paid, judgment therefor may be had against the city.

§ 9.04 CITY MAY ABANDON PROCEEDINGS.

The city may, by resolution of the council at any stage of the condemnation proceedings or at any time within 30 days after final determination thereof, abandon such proceedings as to all or any part of the property sought to be acquired and shall pay all reasonable costs and expenses.

§ 9.05 CITY MAY TAKE ENTIRE PLANT.

If the city condemns a public utility which is operated at the time of the commencement of the condemnation proceedings as one property or one system, it shall not be necessary in the condemnation proceedings or any of the proceedings of the council to describe or treat separately the different kinds of property composing such system, but all of the property, lands, articles, franchises, and rights which comprise such system may, unless otherwise ordered by the court, be treated together as one property and an award for the whole property in one lump sum may be made by the commissioners or other body assessing the damages on condemnation. This does not prevent the city, when the plant and property are separable into distinct parts, from acquiring only such part or parts thereof as may be necessary in the public interest.

CHAPTER 10. FRANCHISES

§ 10.01 FRANCHISES REQUIRED.

Except as otherwise provided by law, no person, firm, or corporation shall place or maintain any permanent or semi-permanent fixtures in, over, upon, or under any street or public place for the purpose of operating a public utility or for any other purpose, without a franchise therefor from the city. A franchise shall be granted only by ordinance which shall not be an emergency ordinance. Every ordinance granting a franchise shall contain all the terms and conditions of the franchise. The grantee shall bear the costs of publication of the franchise ordinance and shall make a sufficient deposit with the clerk to guarantee publication before the ordinance is passed.

§ 10.02 TERM.

No perpetual franchise shall ever be granted. No franchise for a term exceeding 10 years shall be effective until approved by a majority of the electors voting thereon.

§ 10.03 PUBLIC HEARINGS.

Before any franchise, ordinance is adopted or any rates, fares, or prices to be charged by a public utility are fixed by the council, the council shall hold a public hearing on the matter. Notice of such hearing shall be published at least once in the official newspaper not less than ten days prior to the date of the hearing.

§ 10.04 POWER OF REGULATION RESERVED.

Subject to any applicable law the council may by ordinance reasonably regulate and control the exercise of any franchise including the maximum rates, fares, or prices to be charged by the grantee. No franchise value shall be included in the valuation of the grantee's property in regulating utility rates, fares, or prices under an applicable law, ordinance or regulation or in proceedings for municipal acquisition of the grantee's property by purchase or eminent domain.

§ 10.05 RENEWALS OR EXTENSIONS.

Every extension renewal or modification of any existing franchise or of any franchise granted hereafter shall be subject to the rules and regulations of the council.

CHAPTER 11. PUBLIC OWNERSHIP AND OPERATION OF UTILITIES

§ 11.01 ACQUISITION AND OPERATION OF UTILITIES.

The city may own and operate any gas, water, heat, power, light, telephone or other public utility for supplying its own needs for utility service or for supplying utility service to private consumers or both. It may construct all facilities reasonably needed but no proceedings to acquire any such public utility shall be consummated unless the city has the money in the treasury to pay for acquisition or has made provision for paying for the property proposed to be acquired. The operation of all public utilities owned by the city shall be under the supervision of the city manager.

§ 11.02 RATES AND FINANCES.

Upon recommendations made by the city manager or upon its own motion, the council may fix rates, fares and prices, for municipal utilities but such rates, fares and prices shall be just and reasonable. In like manner the council may prescribe the time and manner in which payments for all such services shall be made and may make such other regulations as may be necessary and prescribe penalties for violation of such regulations.

§ 11.03 PURCHASE IN BULK.

The council may, in lieu of providing for the local productions of gas, electricity, water, and other utilities, purchase the same in bulk and resell them to local consumers at such rates as it may fix.

§ 11.04 LEASE OF PLANT.

The council may, if the public interests will be served thereby, contract with any responsible person, co-partnership, or corporation, for the operation of any utility owned by the city, upon such rentals and conditions as it may deem necessary but such contracts shall be embodied in and let only by an ordinance approved by 4 members of the council and subject to popular referendum. Such ordinance shall not be an emergency ordinance. In no case shall such contract be for a longer term than 10 years.

§ 11.05 PUBLIC UTILITY; HOW SOLD.

No public utility owned by the city shall be sold or otherwise disposed of by the city unless the full terms of the proposition of sale or other disposition are embodied in an ordinance approved by a majority of the electors voting thereon at a general or special election. In the case of a water works or light plant any sale, lease, or abandonment shall be subject, in addition, to the requirements of state law.

CHAPTER 12. MISCELLANEOUS AND TRANSITORY PROVISIONS

§ 12.01 OFFICIAL PUBLICATIONS.

The council shall annually designate a legal newspaper of general circulation in the city as its official newspaper in which shall be published ordinances and other matters required by law to be so published as well as such other matters as the council may deem it in the public interest to have published in this manner.

§ 12.02 OATH OF OFFICE.

Every officer of the city shall before entering upon the duties of his office, take and subscribe an oath of office in substantially the following form: "I do solemnly swear (or affirm) to support the constitution of the United States and of this state and to discharge faithfully the duties devolving upon me as (mayor, councilman, city manager, etc.) of the City of Benson to the best of my judgment and ability."

§ 12.03 CITY OFFICERS NOT TO BE INTERESTED IN CONTRACTS.

Except as otherwise permitted by law, no officer of the city who is authorized to take part in any manner in any contract with the city shall voluntarily have a personal financial interest in such contract or personally benefit financially therefrom.

§ 12.04 OFFICIAL BONDS.

The city manager, the city clerk, the city treasurer, and such other officers or employees of the city as may be provided for by resolution or ordinance shall each before entering upon the duties of his respective office or employment, give a corporate surety bond to the city in such form and in such amount as may be fixed by the council as security for the faithful performance of his official duties and the safekeeping of the public funds. Such bonds may be either individual or blanket bonds at the discretion of the council. They shall be approved by the city council, and approved as to form by the city attorney, and filed with the city clerk. The provisions of the laws of the state relating to official bonds not inconsistent with this charter shall be complied with. The premiums on such bonds shall be paid by the city.

§ 12.05 SALES OF REAL PROPERTY.

No real property of the city shall be disposed of except by ordinance. The proceeds of any sale of such property shall be used as far as possible to retire any outstanding indebtedness incurred by the city in the purchase, construction, or improvement of this or other property used for the same public purpose. If there is no such outstanding indebtedness, the council may by resolution designate some other public use for the proceeds.

§ 12.06 VACATION OF STREETS.

The council may by ordinance approved by at least 5 members of the council vacate any street or alley or part thereof within the city. Such vacation may be made only after published notice and an opportunity for affected property owners and public to be heard, and upon such further terms and by such procedure as the council by ordinance may prescribe. A notice of completion of such proceedings shall be filed with the proper county officers in accordance with law.

§ 12.07 CITY TO SUCCEED TO RIGHTS AND OBLIGATIONS OF FORMER CITY.

The city shall succeed to all the property rights, privileges, and shall be subject to all the legal obligations of the city under the former charter.

§ 12.08 PRESENT OFFICERS TO HOLD OFFICE TILL WHEN.

The present officers of the city shall continue in their respective offices and functions, and shall continue to govern the city in the usual manner until January 1, 1966. They shall make such financial and other provisions for the fiscal year 1966 as will serve to carry on the government until a government has been set up under this charter and they shall make provision for the election of the first city council as provided for in chapter 4 of this charter.

§ 12.09 STATUTES NOT AFFECTED BY CHARTER.

All general laws and statutes of the state applicable to all cities operating under home rule charters, or applicable to cities of the same class as the City of Benson operating under home rule charters, and not inconsistent with the provisions of this charter shall apply to the City of Benson and shall be construed as supplementary to the provisions of this charter.

§ 12.10 EXISTING ORDINANCES CONTINUED.

All ordinances and regulations of the city in force when this charter takes effect, and not inconsistent with the provisions thereof, are hereby continued in full force and effect amended or repealed.

§ 12.11 PENDING CONDEMNATIONS AND ASSESSMENTS.

Any condemnations or assessment proceeding in progress when this charter takes effect shall be continued and completed under the laws under which such proceedings were begun. All assessments made by the city prior to the time when this charter takes effect shall be collected and the lien thereof enforced in the same manner as if this charter had not been adopted.

§ 12.12 ORDINANCE TO MAKE CHARTER EFFECTIVE.

The council shall by ordinance make such regulations as may be necessary to carry out and make effective the provisions of this charter.

§ 12.13 FIRE DEPARTMENT AND RELIEF ASSOCIATION.

The authority of the council granted by this charter shall include authority by ordinance to organize or reorganize and create a fire department or a firemen's Relief Association or both. Any such organization or reorganization, whether voluntary or otherwise, shall be at all times subject to the full and complete supervision and control of the City Council.

CERTIFICATE OF COMMISSION

We, the undersigned, being the duly appointed, qualified and acting members of the Board of Freeholders (Charter Commission) in and for the City of Benson, Swift County, Minnesota, certify that the foregoing document., consisting of 12 sections, is the draft of a proposed new (revised) Charter for said City of Benson, prepared and framed by said Board of Freeholders and approved by said Board and the undersigned members thereof, and hereby affix our signatures to said draft and deliver the same to the Honorable Mayor and chief executive of the said City of Benson, to be submitted for action as by law provided.

Dated at Benson, Minnesota, this 6th day of April, 1965.

ROBERT HAWLEY, Chairman
ROBERT BUSS, Vice-Chairman
JOHN THOMPSON, Secretary
HARRY HUGHES
HJALMER ERICKSON
DONN LORENZ
FRED HANSON
NOEL DOKKEN
R.S. KUFRIN
BERNIE GALLAGHER
RAYMOND ARNE
ROBERT NELSON
ROBERT CHEVALIER

RICHARD BODGER,
RAY HOLMQUIST,
Attorneys for and members of the Commission.

Amendments to Charter dated:

November 4, 1982
March 17, 1983
May 3, 1983
June 2, 1983
September 9, 1983

were approved on said dates by Benson City Council:

Duaine E. Flanders, Mayor
Kenneth Angier, Councilmember
Connie Kiley, Councilmember
Edwin Johnson, Councilmember
Donald Thomas, Councilmember
Edward J. Shukle, Jr., City Manager

Charter Commission:

Vern Smith, Chairman
Thomas Buckingham
Roy DeBoer
Alwood Dokken
Dr. Dean Erickson
Barry Jungwirth
Connie Kiley

Dr. Greg Lee
Tim Mattheisen
Susan Nelson
Shirley Peterson
Dr. Donald Plackner
Ray Scheffler
Kenneth Spates
Donald Wilcox, Member and Assistant City Attorney
Vic Wordelman

CHAPTER 8: UTILITIES

INTRODUCTION

The availability and cost of utilities affect the quality of life in a community and they affect the community's ability to attract new businesses and industries. The availability of utilities and the feasibility of extending utilities also help guide future land use decisions.

This chapter provides a general overview of existing utilities in Benson. It describes goals and policies for utilities and it sets forth a general plan for utilities.

INVENTORY AND ANALYSIS

The following lists utility service providers in Benson:

- Electricity City of Benson
- Natural Gas Minnegasco
- Water City of Benson
- Wastewater City of Benson
- Local Telephone Sprint/United
- Cable Television Bresnan

The City is well served by utilities. The following provides a brief analysis of existing utilities from a planning standpoint. Refer to the Public Works Director and engineering consultants for additional information.

ELECTRICITY

The City of Benson generates its own electricity. Substantial discussions and concerns have been raised regarding deregulation and the future of public utilities. However, Benson is in an excellent position to offer a reliable source of electricity to industries and businesses.

WATER AND WASTEWATER

Water services are owned and operated by the City.

Water is obtained by wells. Wastewater collection and treatment are provided by the City's sanitary sewer system. The sewer plant is located next to the Chippewa River in west Benson.

Benson conducted a wellhead protection study. They also have a plan to repair and replace aging sewer lines and a plan to deal with stormwater issues.

Most properties within the City limits are served by City sewer and water. However, the area west of the Chippewa River is not served by City sewer and water and it is highly unlikely that it will be served in the foreseeable future.

TELECOMMUNICATIONS

Benson has telephone, cable, and Internet services. The City is fortunate in that it may receive high-speed telecommunication services as part of a development for a telecommunications super highway corridor that would run along Highway 12.

GOALS AND POLICIES

The following goals and policies express the community's vision for utilities in Benson. The goals are broad, general statements that the City will strive to attain. The policies are specific, action-oriented statements that provide the framework for a wide range of decisions related to utilities that will be made through the year 2020. The utility goals and policies are as follows:

GOAL 1. Participate in the design (capacity and aesthetics), maintenance, and placement of utilities.

To accomplish this goal, the City establishes the following policies:

1. Coordinate and cooperate with Swift County, the School District, surrounding townships, and utility companies in providing services and utilities to areas where possible future City jurisdiction may occur.
2. Prohibit small lot development in areas not serviced by City sewer and water. Where such development presently exists, enforce state regulations and standards for on-site sewage systems.
3. Uniformly locate easements for utility

systems, provide easy access for maintenance and repair service vehicles, and allow for minimal disruption of other activities or areas.

4. Monitor and maintain all utility systems to assure a safe and high quality standard of service.
5. Minimize the impact of required utility facilities and services upon surrounding uses.
6. Encourage the installation of all new utility services to be located underground where feasible.
7. Prohibit extensions of sewers into areas where development should not occur such as floodplains and wetlands.
8. Provide for the in-sequence extension of infrastructure which will induce development of areas designated within the City.
9. Plan and anticipate long-range future infrastructure needs to accommodate both the current and new development.

GOAL 2. Use utilities to promote economic vitality.

To accomplish this goal, the City establishes the following policies:

1. Strive to provide the latest telecommunication technologies for Benson residents, businesses, and industries.
2. Promote the reliability of Benson's public utilities to businesses and industries.
3. Utilize advances in telecommunications and the Internet to market Benson as a home to future businesses and industries.

Refer to City's consulting engineers for additional information on utilities.

CHAPTER SEVEN | PARK SYSTEM PLAN / RECREATION & NATURAL RESOURCES

- I. **Goal:** Preserve the river corridor with a trail system and dedicated open spaces.

Strategies:

1. Replace the railroad bridge on West Highway 9
2. Create an access point from Ambush Park to South Highway 12/Highway 9
3. Construct a walking bridge between Ambush Park and the aquatic center

- II. **Goal:** Create a prescribed plan to manage infected Emerald Ash trees within the community

Strategies:

1. Replace Emerald Ash trees with diversified species
2. Work with local vendors for replacement
3. Explore development of a special assessment fund for removal and replacement of trees
4. Create an ordinance addressing tree disease/infestation and strategies to address and manage
5. Create a municipal tree nursery

CHAPTER EIGHT | UTILITIES & INFRASTRUCTURE

- I. **Goal:** Maintain a capital improvement plan for street, utility, storm-water and sidewalks.

Strategies:

1. Look into the following options and explore their impacts:
 - Special Assessments
 - Street Utility Funds
 - General Levy
2. Have an approved plan for funding improvements over a reasonable amount of time by the end of 2010
3. Consolidate the water treatment facilities in one large modern facility by renovating the north pump house

- II. **Goal:** Anticipate the future of the waste water treatment facility that treats for pharmaceuticals and other pollutants. Plan for the next waste water treatment facility upgrade as dictated by licensure or permitting requirements.

Strategies:

1. Look into the newest waste water treatment facility trends
2. Review current permitting standards for facilities

- III. **Goal:** Explore the development opportunities for a natural gas/methane power plant.

Strategies:

1. Research community and environmental impacts of such a facility
2. Support activities that maintain adequate pipeline operations such as natural gas service into, within and through Benson

- IV. **Goal:** Utilize underground electric distribution instead of above-ground. Replace all overhead electric distribution with underground and remove all above ground poles no longer in use by December 2015.

Strategies:

1. Complete installation of automatic meter reading (AMR)
2. Look into opportunities to finance underground service connections

CHAPTER NINE | IMPLEMENTATION

Goal: The City of Benson is committed to the goals and strategies that are presented in this document.

Strategies:

1. The City will use this plan as a guide for current and future development
2. The City will track development in Benson to ensure that it is consistent with the goals and strategies set forth in this document
3. The Planning Commission and City Council will evaluate development requests based on this addendum in its entirety
4. The City will hold topical focus groups periodically to elicit grassroots feedback from the community
5. The City will utilize social media such as Facebook, Twitter, community blogs
6. The City will upgrade staff competencies to be able to utilize social media
7. The City will maintain links on its website
8. The Planning Commission and City Council will conduct an annual review of the Comprehensive Plan

ADDENDUM ADDITIONS

CHAPTER TEN | HISTORIC/CULTURAL RESOURCES

- I. **Goal:** Maintain, preserve and promote the City's cemetery as an important part of the City's history and culture as well as an economic asset.

Strategies:

1. Prepare and maintain an annual maintenance plan
2. Turn the cemetery into a park-like setting as if it were an arboretum of trees, flowers and impeccable landscaping, replicating a European-style

Rob Wolfington

From: Reed Becker <Reed.Becker@wsn.us.com>
Sent: Tuesday, July 12, 2016 4:14 PM
To: Rob Wolfington
Subject: meeting

Rob, looking at the sites this morning was very helpful in thinking about the next step. As we discussed I see two next steps or phases.

1. Attend a facility planning meeting. At this meeting we will review pros and cons of the different sites and narrow the choice down to just two sites. A needs assessment for city hall, police department and community center will be discussed to develop a building area program.
2. The second step if approved by the council will be to develop a general plan based on the program in order to establish an approximate building size and estimate a probable construction cost based on current square foot cost.

The fee for phase one will be WSN's time required for the meeting and some preparation time. Approximately four hours.

The fee for phase two will depend slightly on the site chosen, the location of the police department and whether or not a community center is included. This fee would also be hourly with a not to exceed fee of \$5,000. If two different plans are requested the scope/fee will be adjusted accordingly.

The entire fee will not exceed \$5,500 for one building plan.

Rob, the plan developed will be used to establish approximate square footage and estimated cost but not necessarily a final layout. I look forward to a meeting to work on phase one.

Thanks, Reed

Reed Becker, AIA

Architect
320-335-5007 | Direct
320-815-2724 | Cell

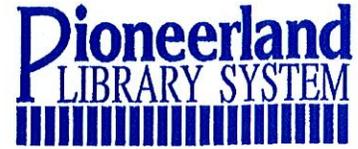


610 Fillmore Street | Alexandria, MN 56308-1028

WidethSmithNolting.com

Engineering | Architecture | Surveying | Environmental

Administrative Office
410 Fifth Street SW
P.O. Box 327
Willmar, Minnesota 56201-0327



Phone: (320) 235-6106

Fax: (320) 214-0187

July 7, 2016

To: Benson City Council
From: Laurie Ortega, PLS Executive Director
Re: 2017 Pioneerland Library System Operating Budget Request

Pioneerland Library System (PLS) is seeking a slight funding increase for 2017 to meet the increasing demands for services in Benson.

PLS is requesting Benson provide a 2% increase over FY2016 funding. There is no library maintenance of effort implication attached to these new funds. This increase will be spent entirely on services, collections, and programs to benefit your community.

The city and county signatories to the joint powers agreement creating Pioneerland Library System appreciate the ongoing support from Benson for library services. PLS works well when all funding partners work together to provide access to the broadest range of library services, collections, and programs to all residents of the region.

Please contact me anytime if you have questions or would like further details.

Thank you.

2017 BUDGET REQUEST

Governing Unit:	City of Benson
2017 Budget Request:	\$83,428



Administrative Office

410 Fifth Street SW

PO Box 327

Willmar, Minnesota 56201-0327

Fax: (320) 214-0187 Phone: (320) 235-6106

To: Rob Wolfington, Benson City Manager, and City Council Members
From: Laurie Ortega, Executive Director, Pioneerland Library System
Re: July 18, 2016 Council Meeting

At the suggestion of the Benson Library Board, I am writing to request time on the July 18th city council meeting agenda for consideration of the following proposal.

Pioneerland Library System (PLS) is interested in appointing Dawn Dailey, Benson head librarian, as the manager of the Kerkhoven library in addition to her duties in Benson.

Taking on this position will involve two to three hours a week of Dawn's time. This is strictly a management and supervisory role. There are staff members in place in Kerkhoven who work the open hours and serve as the local 'face of the library' to the public.

The majority of management duties can be performed remotely while Dawn is on site in Benson. I anticipate that Dawn will need to be in Kerkhoven no more than once or twice per month to deal with deposits and work with staff on items that cannot be dealt with via phone, email, or instant messaging. Time spent on Kerkhoven duties, as well as a pro-rated portion of Dawn's benefit package, will be charged to the Kerkhoven budget.

Dawn is doing a wonderful job in Benson. I firmly believe that the addition of Kerkhoven to her management responsibilities will not take away from the great things she does for the Benson library. Dawn is up to the challenge and welcomes the opportunity. At the July 11th meeting of the Benson Library Board, members voted unanimously in support of this proposal.

Over the past ten years PLS has worked to combine management positions in libraries in order to increase efficiency, take advantage of cooperative programming and shared staff opportunities, and maximize city and county funding dollars. This has worked well in PLS. I welcome the opportunity to show that it can work well for Benson, Kerkhoven, and Swift County as well.

Thank you,

Laurie

BID SUMMARY

**FUEL TANK REPLACEMENT PROJECT
CITY OF BENSON POWER PLANT
BENSON, MINNESOTA**



DGR Project No. 419013
Bid Letting: July 14, 2016 - 1:30 p.m.
Benson City Hall
Page 1 of 1

Bidder and Address	Bid Security	Acknowledged Addendum #1	Total Base Bid	Alternate Item	Comments
Oday	α 10%		144,649.60	7,820.37	
FMF Farabee Mech	X 10%		194,322.00	36,805.00	

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

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	9,385.18	6,282.56	25,000.00	25
FRANCHISE FEES	79,717.57	206,704.15	71,913.99	83,587.03	205,000.00	41
BUSINESS LICENSES	7,915.00	8,032.50	8,995.00	7,995.00	7,500.00	107
NON-BUSINESS LICENSES	715.00	340.00	290.00	220.00	800.00	28
BUILDING PERMITS	25,130.60	14,893.08	9,443.10	1,468.40	20,000.00	7
LOCAL GOVERNMENT AID	952,025.00	980,033.00			988,807.00	
HOMESTEAD & AG CREDIT AID	142.32	310.09				
POLICE TRAINING REIMBURSEMENT	1,930.86	2,332.26			2,000.00	
INSURANCE PREMIUM TAX-FIRE	38,760.48	41,979.08		1,845.00	35,000.00	5
INSURANCE PREMIUM TAX-POLICE	51,407.90	53,170.71			40,000.00	
AIRPORT MAINTENANCE	32,232.62	25,362.73	4,125.91	5,637.04	24,257.00	23
TRANSIT REFUNDS	140,000.00	145,600.00	36,550.00	74,400.00	148,800.00	50
OTHER FED/STATE/LOCAL GRANTS	48,038.96	74,110.85	(8,741.89)	8,225.71	18,000.00	46
POLICE SERVICES	5,478.96	1,200.00	1,200.00	11,430.90	5,500.00	208
DARE REVENUES	36.00	30.00			1,500.00	
DOG POUND REVENUES	700.00	580.00	270.00	180.00	500.00	36
COPS IN SCHOOLS REIMBURSEMENT	39,532.50	38,934.00		378.00	33,000.00	1
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	14,540.00	10,096.50	20,000.00	50
RESQUE SQUAD CALLS	1,065.25	4,609.51	1,100.00	233.50	2,000.00	12
BUILDING INSPECTIONS SERVICES	35,875.83	37,797.59	15,923.05	15,498.32	40,000.00	39
STREET REPAIR FEES	3,600.00	4,800.00	2,700.00	2,100.00	3,000.00	70
EQUIPMENT RENTALS	2,662.50				3,000.00	
WEED REMOVAL CHARGES	1,255.03	1,947.59	1,173.77	598.50	2,000.00	30
SWIMMING POOL RECEIPTS	41,701.80	50,319.88	27,018.77	29,372.93	50,000.00	59
POOL CONCESSION SALES	7,893.02	11,183.46	4,059.41	3,989.37	11,000.00	36
ARMORY USE FEES	7,885.00	9,132.50	3,958.75	3,761.25	8,000.00	47
PARK FEES	20,143.02	20,412.47	9,976.64	11,147.37	18,000.00	62
TREE REMOVAL RECEIPTS	4,445.43	5,660.00	550.00	(120.00)	2,000.00	(6)
BUS FARES	37,054.72	35,433.91	15,799.46	16,325.84	35,000.00	47
BUS SIGN ADVERTISING	720.00	740.00	380.00	280.00	600.00	47
HANGER RENTALS - AIRPORT	11,760.00	12,811.85	7,445.00	8,575.00	12,000.00	71
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	1,800.00	2,240.00	3,500.00	64
SODDING FEES - CEMETERY	720.00	640.00	180.00	340.00	600.00	57
CEMETERY MEMORIALS						
CEMETERY MONUMENT FEES	275.00	475.00	175.00	225.00	300.00	75
PARK SIGN RENTALS	255.00	190.00	75.00	90.00	200.00	45
COURT FINES	19,686.83	21,696.94	10,682.94	12,042.37	18,000.00	67
PARKING FINES	275.00	700.00	275.00	460.00	500.00	92

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

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	22,074.71	23,881.60	50,000.00	48
UNREALIZED GAIN (LOSS) ON INVEST	9,838.64	4,352.47	5,396.10	995.25		
PROPERTY RENTS	50.00			225.12		
CIVIC CENTER RENT	27,835.37	36,486.35	14,889.02	20,657.00	39,500.00	52
DONATIONS	5,930.00	23,397.24	23,347.24	2,675.00	1,000.00	268
SALE OF PROPERTY	2,925.53	4,590.00	4,590.00			
REFUNDS & REIMBURSEMENTS	53,927.22	51,164.59	26,105.48	18,094.21	20,000.00	90
REIMBURSEMENTS - GAS & OIL	34,553.69	24,947.18	7,633.88	11,737.86	25,000.00	47
OTHER REVENUE	3,652.72	12,364.72	1,850.47	1,540.41	5,000.00	31
MANAGEMENT FEE-EDA & RL FUND	16,288.00	16,647.00			16,000.00	
MANAGEMENT FEES - GARBAGE FUND	8,664.00	8,838.27	4,419.09	4,508.02	9,014.00	50
MANAGEMENT FEE - WATER FUND	37,800.00	38,555.91	19,277.97	19,663.48	39,327.00	50
MANAGEMENT FEE - ELECTRIC FUND	170,040.00	173,439.91	86,721.97	88,522.70	176,908.00	50
MANAGEMENT FEE - LIQUOR FUND	25,104.00	25,606.00	12,803.20	13,059.00	26,118.00	50
MANAGEMENT FEE - SEWER FUND	49,071.00	50,051.91	25,025.97	25,526.60	51,053.00	50
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	
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	1,324,926.38	1,273,815.33	3,686,925.00	35
GENERAL FUND EXPENDITURES						
MAYOR & COUNCIL						
SALARIES - CITY COUNCIL	15,530.00	15,845.00	7,805.00	7,940.00	16,000.00	50
PENSIONS	1,188.11	1,212.20	597.10	607.44	1,200.00	51
OFFICE SUPPLIES		140.92		203.77	100.00	204
MAYOR & COUNCIL CONTINGENCY	4,578.73				500.00	
TRAVEL EXPENSE	1,165.37	1,078.96	229.53	524.85	1,500.00	35
TRAINING & INSTRUCTION	1,110.00	625.00	65.00	1,244.71	1,000.00	124
PRINTING & PUBLISHING	4,129.16	4,443.16	2,166.86	1,332.16	4,500.00	30
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	5,596.00	5,596.00	8,500.00	66
TOTAL: MAYOR & COUNCIL	45,836.37	41,384.24	25,527.49	27,173.19	43,300.00	63
ADMINISTRATION & FINANCE						
SALARIES	271,435.66	275,398.18	136,305.09	140,169.88	274,000.00	51
PENSIONS	46,476.66	49,623.58	26,158.73	26,715.76	51,800.00	52
HEALTH, LIFE, DISB + CAFETERIA	58,347.64	61,152.64	29,602.03	37,340.00	64,400.00	58
OFFICE SUPPLIES	4,997.17	4,000.73	2,536.76	1,414.53	5,000.00	28
DUPLICATING & COPYING	2,791.10	2,938.31	1,443.97	1,436.15	4,000.00	36

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 3

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
POSTAGE	1,425.24	963.45	879.93	932.77	2,000.00	47
SAFETY AND DRUG TESTING	579.72	417.69	335.00	1,085.00	500.00	217
GAS & OIL	2,704.90	1,944.96	944.41	726.10	3,000.00	24
EQUIPMENT REPAIR PARTS	2,694.92	2,550.79	(32.66)	3,888.70	1,500.00	259
SMALL TOOLS AND EQUIPMENT	6,254.87	780.18		2,713.36	4,000.00	68
UTILITY CONTRACTED SERVICES	12,000.00	14,400.00	7,200.00	7,200.00	14,400.00	50
OTHER CONTRACTED SERVICES	8,902.06	12,373.45	7,592.50	5,192.75	15,000.00	35
CONSULTING SERVICES	27,791.81	31,091.26	22,426.26	22,932.11	20,000.00	115
TELEPHONE	8,998.61	8,942.67	4,468.73	4,536.52	10,000.00	45
TRAVEL EXPENSE	5,084.14	3,714.32	1,870.76	2,454.18	7,000.00	35
TRAINING & INSTRUCTION	2,092.73	1,393.52	1,153.52	1,361.43	2,500.00	54
PUBLIC INFORMATION		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	1,222.81	1,777.30	2,800.00	63
TOTAL: ADMINISTRATION & FINANCE	472,878.21	482,658.01	251,638.84	271,254.76	490,200.00	55
ELECTIONS						
TEMPORARY SALARIES	1,881.11	861.34			2,000.00	
OFFICE SUPPLIES	600.90	2,834.58		179.98	1,000.00	18
TOTAL: ELECTIONS	2,482.01	3,695.92		179.98	3,000.00	6
AUDITING & ACCTING SERVICES	20,675.00	21,550.00			22,500.00	
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	278.00	971.05	500.00	194
CITY ATTORNEY CONTRACT	21,152.50	20,297.00	10,235.50	14,055.50	25,000.00	56
TOTAL: CITY ATTORNEY	21,553.77	20,767.36	10,513.50	15,026.55	25,500.00	59
CITY HALL						
BUILDING MAINTENANCE & SUPPL	7,052.22	5,532.24	2,247.17	1,976.58	8,000.00	25
CONTRACTED SERV - CLEANING	3,835.30	3,980.40	2,000.00	2,328.38	4,000.00	58
INSURANCE	4,543.00	4,600.00	4,600.00	2,461.00	5,000.00	49
UTILITIES	8,823.18	7,430.16	3,626.56	3,619.71	9,000.00	40
HEATING COST	5,560.28	3,059.35	2,067.94	1,803.90	5,000.00	36
TOTAL: CITY HALL	29,813.98	24,602.15	14,541.67	12,189.57	31,000.00	39

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
POLICE DEPARTMENT						
SALARIES	465,526.46	491,167.44	237,018.74	220,414.27	502,000.00	44
PENSIONS	85,082.75	97,759.59	48,378.46	45,718.52	98,300.00	47
HEALTH, LIFE & DISB INSURANCE	106,307.31	87,830.48	45,264.14	56,654.16	92,100.00	62
OFFICE SUPPLIES	4,853.73	5,805.64	4,006.56	4,025.25	5,000.00	81
GAS & OIL	26,165.30	18,807.98	9,665.85	7,436.67	22,000.00	34
OPERATING SUPPLIES	18,383.39	19,034.14	7,766.91	10,911.49	17,500.00	62
UNIFORM ALLOWANCE	13,966.04	7,733.81	4,248.20	3,420.94	10,000.00	34
PERSONNEL TESTING & RECRUIT INVESTIGATIONS	319.47	525.00	525.00	308.35	1,500.00	21
EQUIPMENT REPAIR PARTS	32,262.03	30,284.84	13,226.38	13,604.73	32,000.00	43
EQUIPMENT REPAIRS CONTRACTED	3,350.32	2,194.43	1,226.15	704.84	2,600.00	27
SMALL TOOLS & EQUIPMENT	5,291.30	11,795.01	3,556.09	3,798.87	8,000.00	47
CONTRACTED RECORDS MAINT	8,031.46	14,665.99	4,139.43	7,940.46	8,000.00	99
TELEPHONE	8,387.00	8,946.71	4,393.38	4,708.98	9,000.00	52
DRUG EDUCATION & ENFORCEMENT	915.75	818.65	818.65	2,600.00	2,600.00	
DARE EXPENDITURES	1,928.08	1,805.65	1,579.75	1,844.78	2,000.00	92
TRAVEL EXPENSE	6,404.92	3,902.40	2,226.55	1,671.68	4,000.00	42
TRAINING & INSTRUCTION	6,387.57	6,209.93	2,301.24	4,893.19	6,000.00	82
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	840.00	600.00	1,600.00	38
DUES & SUBSCRIPTIONS	2,161.00	3,457.00	3,038.00	2,295.24	3,000.00	77
DOG POUND EXPENSES	1,018.58	1,870.56	644.00	170.00	1,700.00	10
TOTAL: POLICE DEPARTMENT	818,926.46	837,870.25	416,438.48	417,643.24	854,900.00	49
FIRE DEPARTMENT						
PART TIME - SALARIES	42,708.76	57,757.86	5,544.02	2,960.36	48,000.00	6
OFFICE SUPPLIES	384.53	184.79	184.79	252.03	500.00	50
GAS & OIL	2,050.28	1,949.12	1,074.07	1,219.86	2,600.00	47
OPERATING SUPPLIES	3,099.07	3,526.07	1,241.18	444.47	4,000.00	11
EQUIPMENT REPAIR PARTS	502.76	3,167.77	1,492.60	907.98	4,000.00	23
EQUIPMENT REPAIR CONTRACTUAL	6,046.65	3,021.68	725.43	4,409.88	5,000.00	88
RADIO REPAIRS CONTRACTED		1,792.95	516.98	1,148.25	1,000.00	115
BUILDING MAINTENANCE & SUPPL	2,885.04	4,535.98	2,573.76	3,122.35	3,000.00	104
BUILDING REPAIRS CONTRACTED	1,395.94					
SMALL TOOLS & EQUIPMENT	5,392.28	3,975.45	532.50	13,448.43	4,500.00	299
TELEPHONE	172.19	70.18	70.18			
CONTRACTED SERVICES	934.04	475.42	202.14	279.31		
TRAVEL EXPENSE	1,982.29	1,546.02	1,460.44	3,555.84	3,000.00	119
TRAINING & INSTRUCTION	3,752.80	5,308.64	4,835.00	3,270.00	5,000.00	65

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 5

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	2,236.58	2,769.42	4,000.00	69
HEATING COST	3,876.26	2,267.33	1,620.01	1,149.33	4,000.00	29
HYDRANT RENTALS/FIRE SERVICE	10,000.00	10,000.00	4,999.98	4,999.98	10,000.00	50
DUES & SUBSCRIPTIONS	509.00	678.00	678.00	650.00	600.00	108
TOTAL: FIRE DEPARTMENT	105,169.97	120,490.52	46,010.66	57,598.93	115,700.00	50
BUILDING DEPARTMENT						
SALARIES	47,200.56	48,546.52	22,804.44	23,124.80	49,000.00	47
PENSIONS	9,193.66	9,814.28	4,655.52	4,604.41	9,300.00	50
HEALTH, LIFE AND DISABILITY	11,537.44	11,866.60	5,897.58	7,773.25	14,490.00	54
GAS	637.66	294.86	161.33	110.06	500.00	22
OPERATING SUPPLIES	2,532.96	1,488.80	1,179.43	84.42	1,600.00	5
CONTRACTED SERV.-OTHER EXPENSE	4,976.50	327.00	327.00		1,000.00	
TELEPHONE	721.07	770.65	465.15	306.33	750.00	41
TRAVEL EXPENSE	4,272.90	4,714.44	2,497.25	2,349.80	4,000.00	59
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	39,042.49	39,494.07	81,340.00	49
HIGHWAY STREETS & ROADS						
SALARIES	214,917.23	227,546.22	99,180.39	100,916.21	241,800.00	42
PENSIONS	38,859.67	41,984.89	18,394.74	18,566.37	43,600.00	43
HEALTH, LIFE & DISB INSURANCE	26,026.27	24,244.67	12,554.02	17,194.81	28,950.00	59
OFFICE SUPPLIES	28.71	5.99	5.99	21.77	80.00	27
GAS & OIL	42,920.95	35,319.31	15,431.01	13,168.35	28,000.00	47
OPERATING SUPPLIES	8,886.12	12,036.76	5,564.45	7,111.86	11,000.00	65
STREET MARKINGS & SIGNS	7,932.16	2,707.45	2,512.45	3,182.43	6,000.00	53
SHOP SUPPLIES	495.18	1,144.39	466.48	1,006.09	1,000.00	101
EQUIPMENT REPAIR PARTS	16,089.90	9,325.59	5,052.81	3,371.66	20,000.00	17
TIRES	5,273.39	5,262.72	5,262.72	4,832.50	10,000.00	48
EQUIPMENT REPAIRS CONTRACTED	4,553.23	11,228.01	4,344.00	1,028.82	8,000.00	13
STREET MAINTENANCE-MATERIALS	7,857.94	15,170.57	2,285.82	1,911.42	30,000.00	6
STREET MAINT.- SEALCOATING		77,705.54	5,730.00	5,134.08	50,000.00	10
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	6,681.03	5,566.13	2,500.00	223
SMALL TOOLS & EQUIPMENT	6,078.39	5,829.78	4,729.78	1,133.35	5,000.00	23
TELEPHONE	900.00	900.00	450.00	450.00	900.00	50
TRAVEL EXPENSE	310.38	76.73		221.36	450.00	49

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 6

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
TRAINING & INSTRUCTION	1,009.34	968.31	798.31	618.91	1,000.00	62
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	2,592.28	3,134.75	5,000.00	63
HEATING COST	3,480.42	2,367.88	1,496.90	1,966.79	3,000.00	66
STREET LIGHTING UTILITIES	60,326.58	62,926.74	31,421.85	30,207.85	62,000.00	49
LAUNDRY	949.62	876.35	435.51	607.36	1,000.00	61
TOTAL: STREET DEPARTMENT	496,918.85	582,913.31	256,208.71	252,530.22	605,280.00	42
ORGANIZED RECREATION						
MANAGEMENT FEES	18,430.99	18,582.60			19,500.00	
SENIOR CITIZEN PROGRAM	10,766.49	15,938.65	6,393.37	19,242.82	10,500.00	183
TOTAL: ORGANIZED RECREATION	29,197.48	34,521.25	6,393.37	19,242.82	30,000.00	64
SWIMMING POOL						
TEMPORARY SALARIES	39,028.96	44,254.69	11,960.30	10,930.94	46,000.00	24
PENSIONS	2,985.72	3,385.56	914.98	836.24	3,600.00	23
OPERATING SUPPLIES	6,236.94	10,003.65	5,696.26	5,524.84	8,200.00	67
BUILDING MAINTENANCE & SUPPL	18,932.87	11,558.10	5,714.85	14,119.67	22,000.00	64
BUILDING REPAIRS CONTRACTED	767.15	5,378.30	3,873.80		1,000.00	
CONCESSION SUPPLIES	8,480.53	9,313.34	4,634.86	4,484.17	10,000.00	45
TELEPHONE	556.58	590.63	413.50	208.56	600.00	35
INSURANCE	7,657.00	7,963.00	7,963.00	12,521.79	8,300.00	151
UTILITIES	9,989.60	10,351.54	3,524.24	4,347.77	11,500.00	38
HEATING COST	7,793.11	5,518.99	2,528.37	2,105.48	8,000.00	26
TOTAL: SWIMMING POOL	102,428.46	108,317.80	47,224.16	55,079.46	119,200.00	46
ARMORY						
OPERATING SUPPLIES	129.79	10.40	10.40	41.94	500.00	8
BUILDING MAINT & SUPPLIES	1,512.86	2,620.24	1,144.63	487.55	3,000.00	16
CONTRACTED SERVICES	13,049.93	11,986.30	11,704.50	213.45	2,000.00	11
TELEPHONE	484.34	492.25	244.62	249.59	500.00	50
INSURANCE	1,610.00	1,960.00	1,960.00	3,761.00	2,000.00	188
UTILITIES	1,891.83	2,361.95	1,260.71	1,087.16	2,000.00	54
HEATING COST	3,053.42	1,349.54	895.68	925.21	2,500.00	37
TOTAL: ARMORY	21,732.17	20,780.68	17,220.54	6,765.90	12,500.00	54

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 7

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
PARKS						
SALARIES	91,719.42	99,199.20	47,553.29	47,657.11	93,300.00	51
PENSIONS	13,830.19	14,430.67	7,517.28	6,926.17	14,700.00	47
HEALTH, LIFE & DISB INSURANCE	12,618.57	12,776.41	7,131.99	8,898.38	15,460.00	58
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	1,654.64	7,552.72	8,000.00	94
GAS & OIL	10,242.06	8,208.66	4,190.44	2,484.64	10,000.00	25
OPERATING SUPPLIES	14,308.35	17,458.67	6,972.84	7,649.95	15,000.00	51
LANDSCAPING MATERIALS	2,151.86	5,047.70	4,060.11	2,300.11	7,000.00	33
EQUIPMENT REPAIR PARTS	11,852.83	11,695.61	7,878.06	4,901.68	12,000.00	41
EQUIPMENT REPAIRS CONTRACTED	2,076.15	1,526.31	523.65	1,316.42	2,000.00	66
BUILDING REPAIR AND MAINT	6,411.66	31,436.31	21,337.14	14,391.80	3,500.00	411
SMALL TOOLS & EQUIPMENT	20,885.18	12,536.33	5,205.58	1,630.38	18,000.00	9
CONTRACTED SERVICES-MOWING	5,622.08	7,530.60	2,738.73	2,773.78	5,500.00	50
CONTRACTED SERVICES-TREE REMOV	25,801.06	29,645.63	2,321.00	3,667.00	28,000.00	13
CONTRACTED SERVICES-OTHER	7,030.00	5,995.00	2,595.00	2,439.40	5,000.00	49
TELEPHONE	794.91	884.79	399.69	406.20	800.00	51
TRAVEL EXPENSE	390.76	183.38	123.00	177.67	500.00	36
TRAINING & INSTRUCTION	776.64	111.00	31.00	131.47	500.00	26
INSURANCE	17,132.00	16,843.25	16,843.25	28,175.64	17,800.00	158
UTILITIES	9,171.47	8,222.09	3,699.95	3,618.08	8,000.00	45
RENT	1,800.00	1,800.00	900.00			
CEMETERY	12,076.49	7,370.97	7,128.60	3,517.98	5,000.00	70
TOTAL: PARK DEPARTMENT	271,566.07	303,886.93	159,502.64	162,616.58	278,060.00	58
LODGING TAX EXPENSES	22,970.84	28,865.04	9,226.38	8,427.61	31,750.00	27
PROPERTY TAX ABATEMENTS	26,863.55	17,425.08	8,712.54			
NOT ALLOCATED	15,630.88	14,664.96	8,532.60	7,717.63	10,000.00	77
PUBLIC TRANSIT						
SALARIES	90,627.63	99,195.21	44,983.18	46,798.99	100,000.00	47
PENSIONS	13,921.33	15,956.28	7,352.29	7,574.91	16,000.00	47
HEALTH, LIFE & DISB INSURANCE	16,845.77	17,044.18	9,263.01	10,949.61	18,225.00	60
GAS & OIL	23,453.97	14,609.42	8,077.39	6,592.45	23,000.00	29
PERSONNEL TESTING	1,125.00					
OPERATING SUPPLIES	1,013.18	2,348.06	923.17	824.70	1,500.00	55
EQUIPMENT REPAIR PARTS	7,124.87	11,761.84	8,482.85	5,883.86	8,000.00	74
TIRES	2,133.36	1,592.10	1,592.10	1,683.00	3,000.00	56
TELEPHONE	498.07	507.69	253.36	257.12	600.00	43
TRAVEL EXPENSE	681.63	159.88		416.60	600.00	69

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 8

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
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	2,250.00			
DUES AND SUBSCRIPTIONS						
TOTAL: PUBLIC TRANSIT	174,950.92	177,530.36	93,033.05	90,656.67	181,625.00	50
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		10,268.70	23,000.00	45
OPERATING SUPPLIES	2,404.07	607.28	582.67	411.75	3,000.00	14
BUILDING MAINTENANCE & SUPPL	12,151.63	8,138.13	2,568.58	2,096.41	5,000.00	42
MANAGEMENT FEES	4,390.00	4,200.00	2,100.00	2,100.00	4,500.00	47
CONTRACTED SERVICES	3,720.38	30.00			500.00	
TELEPHONE	871.60	896.32	446.26	459.78	900.00	51
INSURANCE	5,273.00	5,683.00	5,683.00	2,529.00	5,600.00	45
UTILITIES	8,565.99	7,875.94	3,838.59	3,809.61	9,000.00	42
HEATING COST	1,279.27	809.00	447.42	549.54	1,000.00	55
TOTAL: AIRPORT	77,564.97	56,174.97	15,666.52	22,224.79	55,500.00	40
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		51,240.00	60,000.00	85
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		1,845.00	45,000.00	4
TRANS TO OTHER FUNDS		27,796.58		43,451.15		
TRANS TO CIVIC CENTER	26,000.04	32,708.35	13,958.35	18,750.00	37,500.00	50
TOTAL GENERAL FUND EXPENDITURES	3,471,797.82	3,796,222.09	1,456,683.99	1,599,940.12	3,666,355.00	44
TOTAL REVENUES LESS EXPENDITURES	176,062.71	66,821.89	(131,757.61)	(326,124.79)	20,570.00	(1585)
	=====	=====	=====	=====	=====	

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

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	951.92	545.70		
BUILDING DONATIONS						
SALE OF PROPERTY						
REFUNDS & REIMBURSEMENTS	2,792.72	2,448.79	1,090.12	1,142.06	2,000.00	57
TRANSFER FROM GENERAL FUND						
TRANSFER FROM OTHER FUNDS	364.00	310.98			400.00	
TOTAL LIBRARY FUND REVENUES	110,974.77	114,169.57	61,306.46	62,480.93	114,542.00	55
EXPENDITURES						
OFFICE & OPERATING SUPPLIES	5,101.08	3,299.49	1,876.15	1,619.41	5,000.00	32
EQUIPMENT REPAIRS						
BUILDING MAINTENANCE & SUPPL	8,523.06	4,130.47	2,019.42	4,466.66	6,000.00	74
BUILDING REPAIRS CONTRACTED						
MANAGEMENT FEES-PIONEERLAND	77,097.00	79,410.00	39,705.00	43,896.00	81,792.00	54
CONTRACTED SERV - CLEANING	4,740.00	4,345.00	2,370.00	2,765.00	5,000.00	55
TELEPHONE	903.24	923.85	462.01	470.84	1,000.00	47
TRAVEL	357.36	109.63		(164.10)	750.00	(22)
INSURANCE	3,864.00	4,400.00	4,400.00	4,186.00	4,500.00	93
UTILITIES	2,452.37	2,526.30	1,130.69	1,213.55	5,000.00	24
HEATING COST	2,585.72	2,345.91	1,376.82	979.06	2,500.00	39
CAPITAL OUTLAY	41,468.85					
CAPITAL OUTLAY - BOOKS	3,538.23	4,119.09	1,119.09		3,000.00	
TOTAL LIBRARY FUND EXPENDITURES	150,630.91	105,609.74	54,459.18	59,432.42	114,542.00	52
TOTAL REVENUES LESS EXPENDITURES	(39,656.14)	8,559.83	6,847.28	3,048.51		

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 10

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
*** WATER FUND ***						
SALE OF SERVICE	563,912.47	572,678.48	277,004.12	299,474.06	592,000.00	51
CONNECTION FEES	250.00	750.00	750.00		250.00	
FIRE SERVICE FEE	10,000.00	10,000.00	4,999.98	4,999.98	10,000.00	50
REFUNDS & REIMBURSEMENTS	4,851.06	2,622.46	2,397.51	12,761.34	3,500.00	365
TOTAL REVENUES	579,013.53	586,050.94	285,151.61	317,235.38	605,750.00	52
EXPENDITURES						
SALARIES	109,447.75	103,334.84	48,240.99	50,016.47	119,000.00	42
EARNED BENEFITS	1,077.65	2,184.18			1,400.00	
FRINGE BENEFITS	39,111.23	42,053.41	18,781.37	22,995.33	45,620.00	50
OFFICE SUPPLIES	334.35	143.80	134.74	189.28	500.00	38
CHEMICALS & CHEMICAL SUPPLIES	17,830.85	24,503.24	10,301.73	11,218.57	25,000.00	45
GAS & OIL	3,698.41	2,616.64	1,495.36	1,170.84	3,500.00	33
OPERATING SUPPLIES	7,636.77	2,895.05	1,268.10	2,597.89	5,500.00	47
LABORATORY AND TESTING	1,398.00	377.01	182.79	1,513.98	4,000.00	38
EQUIPMENT REPAIR & MAINTENANCE	3,707.28	329.18	178.61	1,547.45	5,500.00	28
MAINTAIN SYSTEM	65,319.34	28,834.57	17,875.66	7,425.91	39,000.00	19
BUILDING REPAIR & MAINTENANCE	1,224.62	1,007.06	162.99	1,305.45	2,000.00	65
MANAGEMENT FEES	37,800.00	38,556.00	19,278.00	19,663.50	39,327.00	50
TELEPHONE	2,017.28	1,961.64	990.24	971.71	2,000.00	49
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	4,320.00	2,105.60	6,800.00	31
WORK COMP INSURANCE	145.00	766.80		1,733.05	3,500.00	50
ELECTRIC UTILITIES	26,063.68	25,192.40	12,909.41	11,712.50	25,000.00	47
DEPRECIATION	190,169.86	195,483.23	93,416.82	96,977.22	190,000.00	51
MISCELLANEOUS	5,724.72	13,758.91	10,603.92	3,712.43	5,000.00	74
INTERDEPARTMENTAL CHARGES	12,375.00	12,375.00	6,187.50	6,187.50	12,375.00	50
TOTAL EXPENDITURES	536,321.00	506,743.61	247,947.68	244,716.24	538,622.00	45
OPERATING PROFIT/(LOSS)	42,692.53	79,307.33	37,203.93	72,519.14	67,128.00	108

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 11

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	4,423.54	5,224.41	9,000.00	58
CONTRIBUTED CAPITAL DEPRECIAT'N	340.99	21,500.00	21,500.00			
GAIN/LOSS ON FIXED ASSET SALE	(70,437.92)	(61,016.01)	(7,604.58)	(7,653.76)	(62,268.00)	12
INTEREST EXPENSE						
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	----- (19,680.46) =====	----- 49,004.59 =====	----- 55,522.89 =====	----- 70,089.79 =====	----- 13,860.00 =====	506

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
*** SEWER FUND ***						
SALE OF SERVICE	825,195.71	799,168.05	406,435.39	419,510.59	884,800.00	47
CONNECTION FEES	2,500.00	6,000.00	6,000.00		2,000.00	
REFUNDS & REIMBURSEMENTS	1,570.65	3,601.39	2,569.47	836.39	2,700.00	31
TOTAL REVENUES	829,266.36	808,769.44	415,004.86	420,346.98	889,500.00	47
EXPENDITURES						
SALARIES	6,036.69	7,904.36	3,984.21	2,793.32	14,800.00	19
EARNED BENEFITS	1,225.71	2,136.96			1,200.00	
FRINGE BENEFITS	2,126.96	2,781.76	1,108.68	1,218.38	4,725.00	26
OFFICE SUPPLIES					200.00	
CHEMICALS & CHEMICAL SUPPLIES	33,090.80	39,488.72	19,904.33	8,605.05	35,000.00	25
GAS & OIL	3,117.38	1,502.08	376.14	706.20	3,000.00	24
OPERATING SUPPLIES	1,166.78	729.59	627.19	1,258.09	1,200.00	105
LABORATORY AND TESTING		1,182.56	338.16	709.14		
CONTRACTED SERVICES-TESTING	356.50					
EQUIPMENT REPAIR & MAINTENANCE	12,781.76	16,332.12	11,370.56	6,606.91	15,000.00	44
MAINTAIN SYSTEM	52,092.62	28,709.58	15,318.29	13,302.35	34,000.00	39
BUILDING REPAIR & MAINTENANCE	5,395.52	5,075.96	1,887.15	872.70	6,000.00	15
CONTRACTED OPERATIONS	256,505.00	241,332.00	120,666.00	120,666.00	243,000.00	50
MANAGEMENT FEES	49,071.00	50,052.00	25,026.00	25,526.60	51,053.00	50
TELEPHONE	234.64	219.25	123.54	95.56	300.00	32
TRAVEL	163.26	434.24	434.24	379.44	300.00	126
TRAINING	330.43	333.00	323.00	823.33	500.00	165
INSURANCE	12,951.00	10,711.00	6,475.50	8,962.40	12,000.00	75
WORK COMP INSURANCE				151.26		
ELECTRIC UTILITIES	45,452.50	50,641.47	25,925.76	25,590.55	52,500.00	49
HEAT	6,291.40	4,178.50	2,770.70	2,016.34	6,500.00	31
DEPRECIATION	328,486.16	335,302.46	159,120.90	165,026.55	328,000.00	50
MISCELLANEOUS	5,973.53	5,511.23	1,703.44	4,318.26	4,000.00	108
INTERDEPARTMENTAL CHARGES	21,360.00	21,360.00	10,680.00	10,680.00	21,360.00	50
TOTAL EXPENDITURES	844,209.64	825,918.84	408,163.79	400,308.43	834,638.00	48
OPERATING PROFIT/(LOSS)	(14,943.28)	(17,149.40)	6,841.07	20,038.55	54,862.00	37

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 13

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	843.40	58.49	1,000.00	6
CONTRIBUTED CAPITAL DEPRECIAT'N						
INTEREST EXPENSE	(75,877.57)	(62,478.03)	(7,569.95)	(7,472.68)	(64,426.00)	12
GAIN/LOSS ON DISPOSAL OF ASSET						
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	(89,785.22)	(78,273.28)	114.52	12,624.36	(8,564.00)	(147)

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 14

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
*** GARBAGE COLLECTION FUND ***						
REVENUES						
SALE OF GARBAGE TAGS	3,671.86	4,214.48	2,316.75	849.84	3,500.00	24
GARBAGE BILLINGS	162,333.75	162,183.99	80,638.99	82,075.74	163,000.00	50
OTHER REVENUE	435.59	188.02	179.29	66.31	200.00	33
TOTAL REVENUES	166,441.20	166,586.49	83,135.03	82,991.89	166,700.00	50
EXPENDITURES						
OPERATING SUPPLIES	1,195.20	1,632.48	1,596.42	1,537.87	1,100.00	140
MANAGEMENT FEES	8,664.00	8,838.00	4,419.00	4,508.00	9,014.00	50
CONTRACTED GARBAGE PICKUP	103,944.00	103,944.00	51,972.00	51,972.00	114,000.00	46
REFUSE DISPOSAL	43,956.80	43,899.40	20,503.80	35,267.14	105,300.00	33
UNCOLLECTABLE ACCOUNTS	762.40	1,273.86			1,000.00	
TOTAL EXPENDITURES	158,522.40	159,587.74	78,491.22	93,285.01	230,414.00	40
OPERATING PROFIT/(LOSS)	7,918.80	6,998.75	4,643.81	(10,293.12)	(63,714.00)	16
INTEREST INCOME	2,079.30	2,192.64	1,079.88	1,192.95	2,000.00	60
NET INCOME/(LOSS)	9,998.10	9,191.39	5,723.69	(9,100.17)	(61,714.00)	15
	=====	=====	=====	=====	=====	

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 15

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	1,537,841.88	1,466,677.77	3,085,000.00	48
MISCELLANEOUS	41,247.24	36,286.31	15,913.59	12,765.01	32,000.00	40
ADMINISTRATIVE SERVICES	12,000.00	14,400.00	7,200.01	7,200.00	14,400.00	50
INTERDEPARTMENTAL CHARGES	33,735.00	33,735.00	16,867.50	16,867.50	33,735.00	50
REFUNDS AND REIMBURSEMENTS	25,810.72	21,069.25	2,817.16	2,459.52	10,000.00	25
CONSERVATION REBATES	26,529.00	9,048.00	3,344.00	8,109.20	12,000.00	68
TRANSMISSION REVENUE	5,577.41	4,330.63	1,168.98	4,654.55	82,000.00	6
GENERATION CAPACITY REVENUE	16,910.00					
DEDICATED CAPACITY REVENUE	313,000.00	324,400.00	160,800.00	163,200.00	325,000.00	50
GENERATION SALES	9,074.21	8,407.89	4,500.40	2,781.54	9,000.00	31
BACKUP POWER AGREEMENT	610,634.97	529,888.11	162,304.00	313,373.87	550,000.00	57
TOTAL REVENUES	4,183,552.90	4,066,481.09	1,912,757.52	1,998,088.96	4,153,135.00	48
EXPENDITURES						
POWER PRODUCTION						
GAS & OIL	174.00	13,650.00			30,000.00	
OPERATING SUPPLIES						
EQUIPMENT REPAIR & MAINTENANCE	54,537.73	47,697.09	21,600.83	29,045.10	65,000.00	45
BUILDING REPAIR & MAINT	4,886.29	1,451.35	979.27	436.74	2,500.00	17
MANAGEMENT FEES-POWER PRODUCT	17,004.00	17,344.10	8,672.30	8,845.20	17,690.00	50
MRES-OPERATION & MAINT	21,703.19	23,580.14	7,083.21	6,976.63	23,000.00	30
CONTRACTED SERVICES						
UTILITIES	34,197.21	39,563.02	24,000.46	19,302.15	35,000.00	55
MISCELLANEOUS						
TOTAL POWER PRODUCTION	132,502.42	143,285.70	62,336.07	64,605.82	173,190.00	37
PURCHASED POWER						
PURCHASED POWER	1,499,408.78	1,451,753.31	719,441.78	671,653.21	1,470,000.00	46
WHEELING	268,671.70	280,504.09	139,846.56	170,320.00	355,000.00	48
BACKUP POWER AGREEMENT COSTS	258,777.47	271,373.09	133,980.33	148,665.21	350,000.00	42
TOTAL PURCHASED POWER	2,026,857.95	2,003,630.49	993,268.67	990,638.42	2,175,000.00	46

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
TRANSMISSION						
MAINTENANCE OF TRANS LINE					1,000.00	
MANAGMENT FEES-TRANSMISSION	17,004.00	17,344.10	8,672.30	8,845.20	17,690.00	50
MRES-STATION & MAINT	755.85	1,436.58	416.66	593.76	2,500.00	24
OTHER CONTRACTED SERVICES						
TOTAL TRANSMISSION	17,759.85	18,780.68	9,088.96	9,438.96	21,190.00	45
DISTRIBUTION						
MRES - OFFICE ADDER	38,615.77	32,165.01	8,622.09	8,907.87	32,000.00	28
GAS & OIL	8,962.12	6,169.39	3,377.32	2,310.59	8,000.00	29
OPERATING SUPPLIES	15,902.44	15,198.41	6,974.42	7,207.28	14,000.00	51
EQUIPMENT REPAIRS & MAINT	30,795.30	19,522.52	12,963.95	10,525.33	22,000.00	48
MAINTAIN SYSTEM	31,937.99	42,260.11	6,662.75	6,544.79	38,000.00	17
MAINTAIN STREET LIGHTS	27,335.38	7,525.01	3,983.66	1,950.64	20,000.00	10
BUILDING REPAIR & MAINTENANCE	1,268.04	5,250.29	3,263.81	875.14	7,000.00	13
MANAGEMENT FEES-DIST	51,012.00	52,032.50	26,016.50	26,536.20	53,072.00	50
MISSOURI RIVER CLEARING			129,698.48	137,602.61		
MRES DISTRIBUTION	373,542.47	414,563.03	101,671.88	101,836.51	410,000.00	25
OTHER CONTRACTED SERVICES	8,419.52	18,802.63	10,272.88	1,367.86	15,000.00	9
TELEPHONE	3,555.71	4,291.25	1,561.98	1,551.90	5,000.00	31
TRAVEL EXPENSE	6,348.42	7,675.09	2,085.16	3,671.16	8,000.00	46
TRAINING	10,263.81	8,010.20	2,944.86	4,188.65	7,500.00	56
ELECTRIC UTILITIES	16,258.96	13,955.02	9,705.02	3,338.87	13,000.00	26
HEAT	1,073.04	2,923.64	2,291.72	1,401.60	3,000.00	47
MISCELLANEOUS	310.31	51.62	18.62		1,000.00	
TOTAL DISTRIBUTION	625,601.28	650,395.72	332,115.10	319,817.00	656,572.00	49
ADMINISTRATION						
SALARIES	84,263.50	89,099.93	41,814.79	42,791.14	94,700.00	45
EARNED BENEFITS	(3,045.71)	1,885.18			1,550.00	
FRINGE BENEFITS	37,824.30	41,890.55	19,748.55	22,143.61	43,785.00	51
OFFICE SUPPLIES	13,274.29	17,326.89	9,126.15	8,000.15	16,000.00	50
POSTAGE	1,350.95	962.46	968.73	870.40	2,000.00	44
GAS	187.45	63.26		40.97	500.00	8
MANAGEMENT FEES	76,518.00	78,048.80	39,025.40	39,803.40	79,606.00	50
MRES-NON UTILITY CHARGES	62,283.20	68,907.66	27,853.69	30,860.44	65,000.00	47
CONTRACTED SERVICES	7,192.62	6,162.07	3,788.87	1,583.05	11,000.00	14
DATA PROCESSING SERVICES	20,829.79	18,341.02	4,235.71	12,354.78	25,000.00	49
BILL PRINT SERVICES	13,347.21	13,832.61	6,815.73	6,669.62	14,400.00	46
TELEPHONE	7,037.84	7,424.08	3,780.51	3,659.25	8,000.00	46
TRAVEL EXPENSE	1,775.63	1,422.36	84.93	1,032.43	2,000.00	52

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 17

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
TRAINING & INSTRUCTION	425.00	1,257.00		585.00	1,800.00	33
MARKETING	7,633.69	9,224.29	3,146.54	3,204.21	9,000.00	36
INSURANCE	27,721.00	28,845.00	13,910.50	20,056.90	28,000.00	72
DEPRECIATION	521,585.45	524,463.47	233,644.38	249,059.48	510,000.00	49
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	2,986.06	2,894.56	12,000.00	24
LOAD MANAGEMENT/CONSERVATION	48,444.86	29,745.50	13,266.51	20,111.05	35,846.00	56
TOTAL ADMINISTRATION	972,702.24	968,262.56	430,160.05	471,756.44	978,687.00	48
GRAND TOTAL EXPENSES	3,775,423.74	3,784,355.15	1,826,968.85	1,856,256.64	4,004,639.00	46
OPERATING PROFIT/(LOSS)	408,129.16	282,125.94	85,788.67	141,832.32	148,496.00	96
OTHER INCOME & EXPENSE						
INTEREST INCOME	72,048.03	57,602.26	28,549.59	30,170.74	55,000.00	55
UNREALIZED GAIN (LOSS) ON INVS	79,860.78	(1,292.24)	817.05	7,200.00		
INTEREST EXPENSE	(253,057.48)	(239,803.92)	(100,971.40)	(95,673.00)	(227,000.00)	42
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	14,183.91	90,080.06	(23,504.00)	(383)
*** SALE OF SERVICE BREAKDOWN ***						
RESIDENTIAL LIGHTING	1,300,831.32	1,311,556.05	626,349.80	611,073.61	1,310,000.00	47
INTERRUPTIBLE SERVICE	93,692.22	82,255.20	59,530.61	47,584.01	85,000.00	56
MUNICIPAL SERVICE	220,769.45	214,857.75	119,468.54	104,128.07	215,000.00	48
COMMERCIAL LIGHTING	382,474.31	364,310.56	191,264.49	176,022.96	370,000.00	48
INDUSTRIAL SERVICE	1,007,636.10	1,026,690.52	498,640.65	486,656.59	1,020,000.00	48
STREET LIGHTING & SECURITY LIGHTS	83,630.95	85,245.82	42,587.79	41,212.53	85,000.00	48
TOTAL SALES OF SERVICE	3,089,034.35	3,084,915.90	1,537,841.88	1,466,677.77	3,085,000.00	48

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 18

DESCRIPTION	2014 YEAR END	2015 YEAR END	2015 YTD FOR SAME TIME PERIOD	2016 YTD	ADOPTED BUDGET	PERCENT
	-----	-----	-----	-----	-----	-----
*** LIQUOR FUND ***						
REVENUES						
SALES	1,109,386.82	1,105,459.58	504,520.90	493,934.62	1,122,000.00	44
COST OF SALES	718,888.99	712,993.52	323,977.88	316,927.19	721,380.00	44
GROSS PROFIT	390,497.83	392,466.06	180,543.02	177,007.43	400,620.00	44
RENTAL INCOME	17,984.00	26,821.20	8,679.80	15,208.00	26,000.00	58
MACHINE COMMISSIONS	1,736.23	1,709.41	1,091.00	958.93	2,000.00	48
MISCELLANEOUS INCOME	428.55	122.50	73.00		500.00	
TOTAL GROSS PROFIT	410,646.61	421,119.17	190,386.82	193,174.36	429,120.00	45
EXPENDITURES						
SALARIES	140,412.40	149,964.82	74,090.70	61,637.42	145,000.00	43
FRINGE BENEFITS	43,228.10	48,274.28	22,557.31	26,456.33	53,350.00	50
OFFICE SUPPLIES	352.58	447.13	396.40	370.12	500.00	74
OPERATING SUPPLIES	4,974.86	5,128.11	2,721.67	2,261.75	6,000.00	38
BUILDING MAINTENANCE & SUPPLIES	11,421.34	17,519.83	8,763.08	4,288.16	10,000.00	43
MANAGEMENT FEES	25,104.00	25,606.00	12,803.20	13,059.00	26,118.00	50
CONTRACTED SERVICES - CLEANING	9,307.37	9,792.30	5,283.04	6,115.27	11,000.00	56
TELEPHONE EXPENSE	1,282.84	1,331.41	603.42	728.19	1,300.00	56
TRAVEL EXPENSE					450.00	
TRAINING & INSTRUCTION	399.00	30.00			500.00	
FREIGHT ON LIQUOR	4,553.45	4,483.20	1,728.95	1,723.15	4,200.00	41
ADVERTISING	11,352.68	10,019.88	5,795.89	3,958.08	13,000.00	30
INSURANCE	15,143.00	18,340.50	7,819.50	11,201.85	18,500.00	61
UTILITIES	12,748.33	13,277.78	6,417.28	5,876.24	13,000.00	45
HEATING COST	1,274.08	1,043.44	796.20	739.68	1,300.00	57
DEPRECIATION	5,243.60	5,506.79	2,652.00	2,652.00	6,000.00	44
MISCELLANEOUS	5,670.60	13,526.36	5,646.20	1,534.15	5,700.00	27
CREDIT CARD DISCOUNT	12,264.50	13,476.00	6,248.45	6,641.46	13,000.00	51
BAD DEBTS	807.30	858.16	567.31	(260.47)	500.00	(52)
LAUNDRY EXPENSE	1,331.45	1,313.03	589.07	598.94	1,400.00	43
TOTAL EXPENDITURES	306,871.48	339,939.02	165,479.67	149,581.32	330,818.00	45
OPERATING PROFIT/(LOSS)	103,775.13	81,180.15	24,907.15	43,593.04	98,302.00	44
INTEREST INCOME	100.66	108.48	44.20	97.99	100.00	98
GAIN/LOSS ON DISPOSAL/ASSET						
NET INCOME/(LOSS)	103,875.79	81,288.63	24,951.35	43,691.03	98,402.00	44
	=====	=====	=====	=====	=====	

07/11/16
14:16:50

CITY OF BENSON
BUDGET REPORT
FOR MONTH ENDED 30Jun2016

PAGE # 19

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	165,096.31	162,236.95	370,000.00	44
COST OF SALES	(249,451.48)	(246,510.20)	(113,030.54)	(113,314.49)	(249,000.00)	46
GROSS PROFIT	111,640.41	112,245.29	52,065.77	48,922.46	121,000.00	40
OFF SALE BEER SALES	548,913.09	533,809.03	236,349.20	228,488.67	540,000.00	42
COST OF SALES	(394,933.66)	(392,159.58)	(173,876.29)	(168,066.88)	(400,680.00)	42
GROSS PROFIT	153,979.43	141,649.45	62,472.91	60,421.79	139,320.00	43
ON SALE LIQUOR & WINE SALES	71,322.80	74,320.49	38,289.36	33,811.56	75,000.00	45
COST OF SALES	(13,076.72)	(13,483.71)	(7,138.18)	(5,696.54)	(13,500.00)	42
GROSS PROFIT	58,246.08	60,836.78	31,151.18	28,115.02	61,500.00	46
ON SALE BEER SALES	80,110.88	91,183.08	43,450.52	49,608.30	90,000.00	55
COST OF SALES	(23,065.59)	(25,534.90)	(12,283.67)	(13,859.69)	(25,200.00)	55
GROSS PROFIT	57,045.29	65,648.18	31,166.85	35,748.61	64,800.00	55
MISCELLANEOUS SALES	47,948.16	47,391.49	21,335.51	19,789.14	47,000.00	42
COST OF SALES	(38,361.54)	(35,305.13)	(17,649.20)	(15,989.59)	(33,000.00)	48
GROSS PROFIT	9,586.62	12,086.36	3,686.31	3,799.55	14,000.00	27
TOTAL SALES	1,109,386.82	1,105,459.58	504,520.90	493,934.62	1,122,000.00	44
TOTAL COST OF SALES	(718,888.99)	(712,993.52)	(323,977.88)	(316,927.19)	(721,380.00)	44
TOTAL GROSS PROFIT	390,497.83	392,466.06	180,543.02	177,007.43	400,620.00	44

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.41110.350 2)MAYOR & COUNCIL	1)GENERAL FUND 3)PRINTING & PUBLISHING MOSQUITO ADS	196.54	MONITOR & NEWS	47719	D-06302016-371	343
101.41300.131 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)HEALTH INSURANCE HEALTH INS-HSA FEES	8.44	SELECT ACCOUNT	47731	D-06302016-371	395
101.41300.201 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)OFFICE SUPPLIES SHREDDING DATA	103.35	SHRED-IT USA	47733	D-06302016-371	242
101.41300.202 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)DUPLICATING & COPYING COPIER MAINT COPIER PAYMENT COPY PAPER COPIER PAYMENT	67.74 139.00 71.10 139.00	COPIER BUSINESS SOLUTION TOSHIBA FINANCIAL SERVIC WEST CENTRAL SALES TOSHIBA FINANCIAL SERVIC	47688 47745 47753 047653	D-06302016-371 D-06302016-371 D-06302016-371 M-06302016-372	69 195 405 35
101.41300.203 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)POSTAGE POSTAGE	10.25	INCIDENTAL FUND	47707	D-06302016-371	267
101.41300.207 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)SAFETY & DRUG TESTING SAFETY/HEALTH MAGAZINE	335.00	MN SAFETY COUNCIL	047662	M-06302016-372	45
101.41300.209 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)GAS & OIL GAS GAS	77.92 36.38	BANKCARD CENTER GLACIAL PLAINS COOPERATI	47676 47694	D-06302016-371 D-06302016-371	416 83
101.41300.240 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)SMALL TOOLS AND EQUIPMENT SUPPLIES	913.27	BANKCARD CENTER	47676	D-06302016-371	417
101.41300.309 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES COMP TIME/DATA ENTRY	1,200.00	ELECTRIC FUND	47691	D-06302016-371	21
101.41300.310 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES SPAM FILTERING TECH SUPPORT SVC	39.00 782.50	MN OFFICE OF ENTERPRISE SWIFT COUNTY	47717 47739	D-06302016-371 D-06302016-371	92 109
101.41300.315 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONSULTING SERVICES RR CROSSING STUDY	256.00	STANTEC CONSULTING SERVI	47736	D-06302016-371	245
101.41300.321 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TELEPHONE LONG DISTANCE CHARGES MONTHLY PRI CHARGE CELL PHONE	145.90 421.39 101.50	CENTURYLINK CENTURYLINK VERIZON	47684 47685 047664	D-06302016-371 D-06302016-371 M-06302016-372	80 188 30
101.41300.331 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TRAVEL EXPENSE MEALS & MILEAGE MEALS & LODGING	171.31 253.53	ALSAKER/VALERIE BANKCARD CENTER	47671 47676	D-06302016-371 D-06302016-371	309 418
101.41300.433 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS WALL STREET JOURNAL DUES ALSAKER DUES-PEDERSON	32.99 32.00 35.00	BANKCARD CENTER MUN CLERKS & FIN. OFF. A MUN CLERKS & FIN. OFF. A	47676 47721 47721	D-06302016-371 D-06302016-371 D-06302016-371	419 307 308
101.41610.201 2)CITY ATTORNEY	1)GENERAL FUND 3)OFFICE SUPPLIES COPIES/POSTAGE	14.74	WILCOX LAW OFFICE, P.A.	047660	M-06302016-372	41

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.41610.304 2) CITY ATTORNEY	1) GENERAL FUND 3) CITY ATTORNEY CONTRACT LEGAL SERVICES	3,882.50	WILCOX LAW OFFICE, P.A.	047660	M-06302016-372	42
101.41940.235 2) CITY HALL	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL MATS 23.46 MATS 23.46 FLOWERS 89.71 BATTERY, LABOR 105.00		BENSON LAUNDRY-MAT HOUSE 47679 BENSON LAUNDRY-MAT HOUSE 47679 FLOWER BASKET NURSERY & 47693 HEARTLAND SECURITY SERVI 47703		D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	60 467 278 357
101.41940.310 2) CITY HALL	1) GENERAL FUND 3) CONTRACTED SERV - CLEANING POLICE DEPT 5/29-7/02 CLEAN CITY HALL	200.00 200.00	MCGEARY/THOMAS SWIFT COUNTY DAC	47714 47740	D-06302016-371 D-06302016-371	210 246
101.41940.381 2) CITY HALL	1) GENERAL FUND 3) UTILITIES UTILITIES	536.46	MUNICIPAL UTILITIES	47722	D-06302016-371	93
101.42100.131 2) POLICE DEPARTMENT	1) GENERAL FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	16.88	SELECT ACCOUNT	47731	D-06302016-371	396
101.42100.201 2) POLICE DEPARTMENT	1) GENERAL FUND 3) OFFICE SUPPLIES PAPER 60.00 COPIER PAYMENT 158.00 LINERS, TISSUE 46.19 COPY PAPER 35.55		BACKSTREET PRINTING 47675 TOSHIBA FINANCIAL SERVIC 47745 WEST CENTRAL SALES 47753 WEST CENTRAL SALES 47753		D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	440 186 406 407
101.42100.209 2) POLICE DEPARTMENT	1) GENERAL FUND 3) GAS & OIL GAS 69.46 GAS 1,385.30		BANKCARD CENTER 47676 GLACIAL PLAINS COOPERATI 47694		D-06302016-371 D-06302016-371	423 84
101.42100.210 2) POLICE DEPARTMENT	1) GENERAL FUND 3) OPERATING SUPPLIES MONTHLY SCHEDULE SERVICE 28.35 WATER 11.98 UPS CHGS 34.05 PETTY CASH 50.00 2-10 PANEL CUP 356.41 BELT SET, TISSUE 46.91 DAKOTA TOW 125.00 CHEVY TOW 200.00 TAPE 5.49		CALLBACK STAFFING SOLUTI 47681 GLACIAL PLAINS COOPERATI 47694 GROSSMAN, DEPUTY REGISTR 47699 INCIDENTAL FUND 47707 MIDWEST MONITORING & SUR 47715 RUNNINGS SUPPLY INC 47729 SOUTHSIDE BODY SHOP 47735 SOUTHSIDE BODY SHOP 47735 ZOSEL'S TRUE VALUE 47755		D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	218 337 491 266 255 454 236 237 479
101.42100.213 2) POLICE DEPARTMENT	1) GENERAL FUND 3) UNIFORM ALLOWANCE TAILORED ARMOR 122.00 PANTS 99.98 2 POLO SHIRTS 69.98 SHIRT 34.99 PANTS 159.97		PROACTION SAFETY & SALES 47728 STREICHER'S 47737 STREICHER'S 47737 STREICHER'S 47737 STREICHER'S 47737		D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	252 238 239 240 348
101.42100.219 2) POLICE DEPARTMENT	1) GENERAL FUND 3) INVESTIGATIONS PROSECUTION SERVICES	2,274.61	WILCOX LAW OFFICE, P.A.	047660	M-06302016-372	43
101.42100.223 2) POLICE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED REMOVE DECALS 25.00 OIL CHG 40.23 OIL CHG 35.23		SOUTHSIDE BODY SHOP 47735 TOM'S SERVICE, INC 47744 TOM'S SERVICE, INC 47744		D-06302016-371 D-06302016-371 D-06302016-371	369 373 374
101.42100.240 2) POLICE DEPARTMENT	1) GENERAL FUND 3) SMALL TOOLS & EQUIPMENT COMPUTER 648.87 SHOE CREAM 7.98		HP INC 47705 RUNNINGS SUPPLY INC 47729		D-06302016-371 D-06302016-371	276 453

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.42100.321	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) TELEPHONE					
	MONTHLY PRI CHARGE	100.00	CENTURYLINK	47685	D-06302016-371	189
	LOCAL SERVICE	64.82	CENTURYLINK	47685	D-06302016-371	197
	CELL PHONE	101.50	VERIZON	47749	D-06302016-371	367
	CELL PHONE	209.11	VERIZON	047664	M-06302016-372	31
101.42100.332	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) TRAINING & INSTRUCTION					
	HODGE TRAINING-2014	195.00	GLOCK PROFESSIONAL INC	47695	D-06302016-371	355
	NADEAU TRAINING	895.00	SAFARILAND LLC	47730	D-06302016-371	235
101.42100.411	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) RENT					
	GARAGE RENT	100.00	ELECTRIC FUND	47691	D-06302016-371	29
101.42100.433	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) DURS & SUBSCRIPTIONS					
	POST BOARD	92.24	BANKCARD CENTER	47676	D-06302016-371	424
101.42100.439	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) DOG POUND EXPENSES					
	POUND BOARDING	20.00	H & H VETERINARY SERVICE	47700	D-06302016-371	370
101.42200.209	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) GAS & OIL					
	GAS	367.56	GLACIAL PLAINS COOPERATI	47694	D-06302016-371	85
101.42200.210	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) OPERATING SUPPLIES					
	WISE GRIP	12.99	RUNNINGS SUPPLY INC	47729	D-06302016-371	452
	SHIPPING	12.00	TRACE ANALYTICS INC	47747	D-06302016-371	413
101.42200.221	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) EQUIPMENT REPAIR PARTS					
	REPLACEMENT BALL	80.71	GREAT PLAINS FIRE INC	47697	D-06302016-371	414
	2 FRONT TIRES	661.60	OK TIRE STORE - MOTLEY	47726	D-06302016-371	441
101.42200.240	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) SMALL TOOLS & EQUIPMENT					
	TRIGGER SNAP	28.60	MY-LOR INC.	47723	D-06302016-371	415
101.42200.310	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) CONTRACTED SERVICES					
	CLEAN FIRE HALL	51.45	SWIFT COUNTY DAC	47740	D-06302016-371	247
101.42200.331	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) TRAVEL EXPENSE					
	MILEAGE REIM	152.82	LEE/ROB	47709	D-06302016-371	263
	LODGING REIMB	129.14	LEE/ROB	47709	D-06302016-371	264
	LODGING REIMB	496.65	TOLIFSON/ERIC	47742	D-06302016-371	227
	MILEAGE REIMB	131.22	TOLIFSON/ERIC	47742	D-06302016-371	228
	LODGING REIMB	129.14	VOLLAN/DAVE	47750	D-06302016-371	225
	MILEAGE REIMB	152.82	VOLLAN/DAVE	47750	D-06302016-371	226
101.42200.381	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) UTILITIES					
	UTILITIES	484.65	MUNICIPAL UTILITIES	47722	D-06302016-371	95
101.42200.418	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) FIRE SERVICE FEE					
	FIRE SERVICE	833.33	WATER FUND	47751	D-06302016-371	24
101.42600.131	1) GENERAL FUND					
2) ENGINEERING DEPARTMENT	3) HEALTH INSURANCE					
	HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT	47731	D-06302016-371	397
101.42600.209	1) GENERAL FUND					
2) ENGINEERING DEPARTMENT	3) GAS					
	GAS	44.24	GLACIAL PLAINS COOPERATI	47694	D-06302016-371	86

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.42600.321 2)ENGINEERING DEPARTMENT	1)GENERAL FUND 3)TELEPHONE CELL PHONE	50.75	VERIZON	047664	M-06302016-372	34
101.42600.331 2)ENGINEERING DEPARTMENT	1)GENERAL FUND 3)TRAVEL EXPENSE MILEAGE TO MORRIS	266.22	JACOBSON/MIKE	47708	D-06302016-371	409
101.43100.131 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)HEALTH INSURANCE HEALTH INS-HSA FEES	10.55	SELECT ACCOUNT	47731	D-06302016-371	398
101.43100.201 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)OFFICE SUPPLIES PAYROLL PAPER	21.77	BACKSTREET PRINTING	47675	D-06302016-371	438
101.43100.209 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)GAS & OIL GAS	3,231.19	GLACIAL PLAINS COOPERATI	47694	D-06302016-371	87
101.43100.210 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)OPERATING SUPPLIES					
	OSP	14.98	A.F. BUILDING MATERIALS	47667	D-0630202016-371	298
	MP	49.88	A.F. BUILDING MATERIALS	47667	D-0630202016-371	300
	PRE EMP DA	23.40	AFFILIATED MED CENTERS	47670	D-0630202016-371	302
	BLUE LIGHTNING	17.68	AUTO VALU BENSON	47673	D-0630202016-371	303
	TONER	337.03	BACKSTREET PRINTING	47675	D-0630202016-371	304
	CABLE SERVICE	328.70	CHARTER COMMUNICATIONS	47687	D-0630202016-371	305
	LP	36.00	GLACIAL PLAINS COOPERATI	47694	D-0630202016-371	306
	BOOT ALLOW	100.00	HOFFMAN/QUINN	47704	D-0630202016-371	307
	ASPHALT LUTES, SHOVELS	174.06	LOCATORS SUPPLIES	47710	D-0630202016-371	308
	STEEL	9.57	LORENZ MFG SUPPLIES	47711	D-0630202016-371	309
	BOLTS, NUTS	42.49	NORTHERN STATES SUPPLY	47724	D-0630202016-371	310
	BAYSINGER JEANS	77.97	RUNNINGS SUPPLY INC	47726	D-0630202016-371	311
	GLOVES, BOLTS	19.75	RUNNINGS SUPPLY INC	47729	D-0630202016-371	312
	LIGHTER	7.49	ZOSEL'S TRUE VALUE	47755	D-0630202016-371	313
	PIPE, CAP, CPLG	25.51	ZOSEL'S TRUE VALUE	47755	D-0630202016-371	314
101.43100.212 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)STREET MARKINGS & SIGNS					
	THINNER	53.94	ZOSEL'S TRUE VALUE	47755	D-0630202016-371	487
	STREET LIGHT PAINTING	1,066.13	RICARD/STEVE	047655	M-0630202016-372	37
	VOID	0.00	RICARD/STEVE	047656	M-0630202016-372	38
101.43100.215 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SHOP SUPPLIES					
	LAMP	7.12	AUTO VALU BENSON	47673	D-0630202016-371	296
101.43100.221 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIR PARTS					
	BATTERY	86.99	AUTO VALU BENSON	47673	D-0630202016-371	294
	STRIPPER PARTS	40.39	AUTO VALU BENSON	47673	D-0630202016-371	295
	HARNESS	27.23	HUSTON & SONS TRUCK REPA	47706	D-0630202016-371	299
	ADAPTER	10.96	HUSTON & SONS TRUCK REPA	47706	D-0630202016-371	270
	AIR DRYER	153.93	HUSTON & SONS TRUCK REPA	47706	D-0630202016-371	271
	AIR CYLINDER	179.03	HUSTON & SONS TRUCK REPA	47706	D-0630202016-371	272
	BATTERY, OULET	103.37	NORTHSIDE AUTO	47725	D-0630202016-371	378
	NUT	2.42	JOHN DEERE FINANCIAL	047663	M-0630202016-372	47
101.43100.223 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIRS CONTRACTED					
	TIRE REPAIRS	142.05	GLACIAL PLAINS COOPERATI	47694	D-0630202016-371	339
	A/C CHECK	134.75	HUSTON & SONS TRUCK REPA	47706	D-0630202016-371	273
	A/C SERVICE	153.46	TOM'S SERVICE, INC	47744	D-0630202016-371	372
101.43100.235 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL					
	FIRE BURN ASH DISPOSAL	400.00	TOM KRAEMER, INC	47743	D-0630202016-371	495
101.43100.381 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)UTILITIES					
	UTILITIES	373.92	MUNICIPAL UTILITIES	47722	D-0630202016-371	96

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.43100.386 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)STREET LIGHTING UTILITIES UTILITIES	4,618.69	MUNICIPAL UTILITIES	47722	D-06302016-371	97
101.43100.438 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)LAUNDRY MATS & TOWELS MATS MATS	49.50 46.77 50.93	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE	47679 47679 47679	D-06302016-371 D-06302016-371 D-06302016-371	62 468 469
101.45121.235 2)ORGANIZED RECREATION	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL CARPET CLEANING	267.01	CAPTAIN CLEAN	47682	D-06302016-371	286
101.45121.310 2)ORGANIZED RECREATION	1)GENERAL FUND 3)SENIOR CITIZEN PROGRAM MONTHLY CONTRIBUTION	700.00	SENIOR ADVOCACY CORPORAT	47732	D-06302016-371	28
101.45124.210 2)SWIMMING POOL	1)GENERAL FUND 3)OPERATING SUPPLIES URETHANE RUBBER BANDS BANDAIDS FLOWERS CHLORINE, SODIUM STABILIZER TEST STRIPS CUPS GLOVES FOOD TRAYS POOL AIRCARD	14.99 22.74 13.52 58.38 2,192.54 169.55 129.29 11.10 12.50 27.45 35.01	AUTO VALU BENSON BACKSTREET PRINTING DAROLD'S SUPER VALUE FLOWER BASKET NURSERY & HAWKINS, INC. HAWKINS, INC. USA BLUE BOOK WEST CENTRAL SALES WEST CENTRAL SALES WEST CENTRAL SALES VERIZON	47673 47675 47689 47693 47701 47701 47748 47753 47753 47753 047664	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 M-06302016-372	292 437 333 381 365 366 389 401 402 403 70
101.45124.235 2)SWIMMING POOL	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL FUNBRELLA PARTS MTL MIXING VALVE FLANGE REPLACE BATTERY, PVC CABLE NON PROC, HEATER DISP CLOCKS NOZZLE, GLOVE, CLEANER SAND FOR FILTERS	574.00 27.04 159.77 75.00 245.99 24.00 71.26 234.43 5,157.80	BANKCARD CENTER BORDER STATES ELECTRIC S HAWLEYS, INC. HAWLEYS, INC. RUNNINGS SUPPLY INC SWIFT CO ENVIRONMENTAL S USA BLUE BOOK ZOSEL'S TRUE VALUE AQUA LOGIC INC.	47676 47680 47702 47702 47729 47738 47748 47755 047654	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 M-06302016-372	420 442 360 361 460 410 388 485 36
101.45124.254 2)SWIMMING POOL	1)GENERAL FUND 3)CONCESSION FOOD AND SUPPLIES HOT DOGS, WATER CHIPS, CHEESE CANDY POP POP	74.26 268.00 1,173.30 422.97 383.48	DAROLD'S SUPER VALUE DOMAT'S FAMILY FOODS MONTE CANDY COMPANY PEPSI PEPSI	47689 47690 47720 47727 47727	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	322 324 316 314 315
101.45124.321 2)SWIMMING POOL	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	39.61	CENTURYLINK	47686	D-06302016-371	178
101.45124.381 2)SWIMMING POOL	1)GENERAL FUND 3)UTILITIES UTILITIES	3,124.85	MUNICIPAL UTILITIES	47722	D-06302016-371	98
101.45124.383 2)SWIMMING POOL	1)GENERAL FUND 3)HEATING COST NATURAL GAS NATURAL GAS	67.89 1,990.15	CENTER POINT ENERGY CENTER POINT ENERGY	47683 47683	D-06302016-371 D-06302016-371	162 446
101.45181.235 2)ARMORY	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL SUMMER FERT/WEED CNTRL TOWELS	42.23 24.93	TOTAL LAWN CARE, INC WEST CENTRAL SALES	47746 47753	D-06302016-371 D-06302016-371	233 405

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.45200.310 2) PARKS	1) GENERAL FUND 3) CONTRACTED SERVICES-MOWING MOWING	1,484.05	SWIFT COUNTY DAC	47740	D-06302016-371	249
101.45200.311 2) PARKS	1) GENERAL FUND 3) CONTRACTED SERVICE - OTHER PARK CARETAKER 5/29-7/2 USE OF GOLF CART CLEAN NS REC	1,000.00 25.00 34.40	MANSKA/SHIRLEY MANSKA/SHIRLEY SWIFT COUNTY DAC	47713 47713 47740	D-06302016-371 D-06302016-371 D-06302016-371	198 447 248
101.45200.321 2) PARKS	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE SPRINKLER CELL SERVICE	42.69 40.01	CENTURYLINK VERIZON	47686 047664	D-06302016-371 M-06302016-372	181 33
101.45200.381 2) PARKS	1) GENERAL FUND 3) UTILITIES UTILITIES	994.52	MUNICIPAL UTILITIES	47722	D-06302016-371	100
101.46102.310 2) SHADE TREE DISEASE CONTROL	1) GENERAL FUND 3) CONTRACTED SERV-TREE REMOVAL TREE REMOVAL	667.00	A.L.T. TREE SERVICE	47668	D-06302016-371	336
101.46500.343 2) TOURISM	1) GENERAL FUND 3) LODGING TAX EXPENDITURES KID DAY KID DAY PURCHASES KID DAY ADS FLAG DAY PARADE RENTALS DOWNPAYMENT-KID DAY KID DAY EXPENSES	114.00 419.35 544.13 500.00 1,750.00 3,000.00	BACKSTREET PRINTING BANKCARD CENTER MONITOR & NEWS SLAUGHTERS PLUMBING & SE OTTERTAIL INFLATABLES LL BANK OF THE WEST	47675 47676 47719 47734 047665 047666	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 M-06302016-372 M-06302016-372	434 422 342 344 71 72
101.49010.210 2) CEMETERY	1) GENERAL FUND 3) OPERATING SUPPLIES CEMETERY BOARD CEMETERY FLOWERS CEDAR CHIPS CEMETERY BOARD MTG RAKE SHUT OFF HDWRÉ	55.92 111.60 25.80 57.72 97.94 139.98	DAROLD'S SUPER VALUE FLOWER BASKET NURSERY & GLACIAL PLAINS COOPERATI INCIDENTAL FUND RUNNINGS SUPPLY INC ZOSEL'S TRUE VALUE	47689 47693 47694 47707 47729 47755	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	321 280 340 268 449 488
101.49010.310 2) CEMETERY	1) GENERAL FUND 3) CONTRACTED SERVICES SET COUMBARIUM BURIAL REGISTRY UPDATE CEMETERY CONSULT	290.00 150.00 455.00	ANTOLICK CONSTRUCTION LL BACKSTREET MEDIA NELSON/ELLIOT	47672 47674 047661	D-06302016-371 D-06302016-371 M-06302016-372	411 289 44
101.49200.430 2) UNALLOCATED	1) GENERAL FUND 3) MISCELLANEOUS SAFETY PICNIC	539.72	BENSON BOWLER	47677	D-06302016-371	287
101.49300.731 2) TRANSFERS	1) GENERAL FUND 3) TRANSFER TO OTHER GOVERNMENTS MONTHLY RENT	3,125.00	BENSON CIVIC CENTER BOAR	47678	D-06302016-371	175
101.49800.131 2) PUBLIC TRANSIT	1) GENERAL FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	4.22	SELECT ACCOUNT	47731	D-06302016-371	400
101.49800.209 2) PUBLIC TRANSIT	1) GENERAL FUND 3) GAS & OIL GAS	1,142.56	GLACIAL PLAINS COOPERATI	47694	D-06302016-371	89
101.49800.210 2) PUBLIC TRANSIT	1) GENERAL FUND 3) OPERATING SUPPLIES DRIVER PHYS	101.90	AFFILIATED MED CENTERS	47670	D-06302016-371	303
101.49800.221 2) PUBLIC TRANSIT	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS B1 HALOGEN LIGHT	16.02	NORTHSIDE AUTO	47725	D-06302016-371	380

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.49800.223 2)PUBLIC TRANSIT	1)GENERAL FUND 3)EQUIPMENT REPAIRS CONTRACTED B12 OIL CHG	43.02	TOM'S SERVICE,INC	47744	D-06302016-371	371
101.49800.321 2)PUBLIC TRANSIT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	42.56	CENTURYLINK	47686	D-06302016-371	182
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES BATTERY	142.99	AUTO VALU BENSON	47673	D-06302016-371	290
101.49810.235 2)AIRPORT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS JUNE RENT	13.51 19.50	BENSON LAUNDRY-MAT HOUSE WEST ACRES WATER SYSTEMS	47679 47752	D-06302016-371 D-06302016-371	61 376
101.49810.307 2)AIRPORT	1)GENERAL FUND 3)MANAGEMENT FEES AIRPORT MANAGER	350.00	LYNCH LAKE FLYING CLUB	47712	D-06302016-371	38
101.49810.321 2)AIRPORT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	78.18	CENTURYLINK	47686	D-06302016-371	183
211.45500.201 2)LIBRARY	1)LIBRARY FUND 3)OFFICE SUPPLIES STAPLES COPIER MAINT	2.79 113.45	BACKSTREET PRINTING COPIER BUSINESS SOLUTION	47675 47688	D-06302016-371 D-06302016-371	439 223
211.45500.210 2)LIBRARY	1)LIBRARY FUND 3)OPERATING SUPPLIES SUPPLIES	3.39	BANKCARD CENTER	47676	D-06302016-371	425
211.45500.235 2)LIBRARY	1)LIBRARY FUND 3)BUILDING MAINTENANCE & SUPPL MATS MATS MATS TURN SPRINKLERS ON FLUSH VALVE GEO SYSTEM CHECK SERVICE LABOR AUG-OCT MONITORING FLOWERS, BULB SUMMER FERT/WEED CNTRL FLUO TUBE	40.47 40.47 40.47 95.00 750.75 225.00 80.00 80.85 80.37 49.96 68.46	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE GROSSMAN & TRUMP INC GROSSMAN & TRUMP INC HAWLEYS INC HEARTLAND SECURITY SERVI HEARTLAND SECURITY SERVI RUNNINGS SUPPLY INC TOTAL LAWN CARE, INC ZOSEL'S TRUE VALUE	47679 47679 47679 47698 47698 47703 47703 47703 47729 47746 47755	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	63 470 471 477 406 471 471 471 471 471 471 471 481
211.45500.307 2)LIBRARY	1)LIBRARY FUND 3)MANAGEMENT FEES-PIONEERLAND 2ND QTR REQUEST	23,448.00	PIONEERLAND LIBRARY SYST	047657	M-06302016-372	39
211.45500.310 2)LIBRARY	1)LIBRARY FUND 3)CONTRACTED SERV - CLEANING CLEAN LIBRARY	395.00	MCGEARY/THOMAS	47714	D-06302016-371	26
211.45500.321 2)LIBRARY	1)LIBRARY FUND 3)TELEPHONE LOCAL SERVICE	79.16	CENTURYLINK	47686	D-06302016-371	184
211.45500.381 2)LIBRARY	1)LIBRARY FUND 3)UTILITIES UTILITIES	225.07	MUNICIPAL UTILITIES	47722	D-06302016-371	101
211.45500.383 2)LIBRARY	1)LIBRARY FUND 3)HEATING COST UTILITIES	165.74	MUNICIPAL UTILITIES	47722	D-06302016-371	102
401.42100.501 2)POLICE DEPARTMENT	1)GENERAL CAPITAL OUTLAY FUND 3)CAPITAL OUTLAY GRAPHICS FOR FORD EXP WRAP NEW SQUAD	319.51 650.00	GRAFIX SHOPPE SOUTHSIDE BODY SHOP	47696 47735	D-06302016-371 D-06302016-371	375 368

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
401.45200.501 2) PARKS	1) GENERAL CAPITAL OUTLAY FUND 3) CAPITAL OUTLAY COLUMBARIUM CONCRETE	7,841.00	MOLDEN/DUWAYNE	47718	D-06302016-371	257
401.49810.501 2) AIRPORT	1) GENERAL CAPITAL OUTLAY FUND 3) CAPITAL OUTLAY BITUMINOUS REHAB PROJ BITUMINOUS REHAB PROJ	6,132.25 4,021.97	TKDA TKDA	47741 47741	D-06302016-371 D-06302016-371	229 448
502.43150.210 2) STORM DRAINAGE	1) STORM WATER FUND 3) OPERATING SUPPLIES MORTAR MIX	29.95	ZOSEL'S TRUE VALUE	47755	D-06302016-371	489
515.46500.201 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) OFFICE SUPPLIES BAND AD-THANK YOU	46.61	MONITOR & NEWS	3635	D-06302016-371	347
515.46500.331 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) TRAVEL EXPENSE MEALS	46.58	BANKCARD CENTER	3634	D-06302016-371	426
515.46500.381 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) UTILITIES UTILITIES	126.62	MUNICIPAL UTILITIES	3636	D-06302016-371	363
601.49400.131 2) WATER DEPARTMENT	1) WATER FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	4.22	SELECT ACCOUNT	36710	D-06302016-371	392
601.49400.201 2) WATER DEPARTMENT	1) WATER FUND 3) OFFICE SUPPLIES WATER MAPS WATER MAPS	72.00 18.00	BACKSTREET PRINTING BACKSTREET PRINTING	36673 36673	D-06302016-371 D-06302016-371	432 433
601.49400.208 2) WATER DEPARTMENT	1) WATER FUND 3) CHEMICALS & CHEM SUPPLIES WATER	11.94	RUNNINGS SUPPLY INC	36708	D-06302016-371	461
601.49400.209 2) WATER DEPARTMENT	1) WATER FUND 3) GAS & OIL GAS	205.02	GLACIAL PLAINS COOPERATI	36689	D-06302016-371	131
601.49400.210 2) WATER DEPARTMENT	1) WATER FUND 3) OPERATING SUPPLIES DA TEST	25.40	AFFILIATED MED CENTERS	36671	D-06302016-371	304
601.49400.217 2) WATER DEPARTMENT	1) WATER FUND 3) LAB EQUIPMENT & SUPPLIES MAY COLIFORM TESTING	180.00	COUNTRYSIDE PUBLIC HEALT	36685	D-06302016-371	390
601.49400.221 2) WATER DEPARTMENT	1) WATER FUND 3) EQUIPMENT REPAIR PARTS FITTING, ANTIFREEZE	13.36	RUNNINGS SUPPLY INC	36708	D-06302016-371	462
601.49400.227 2) WATER DEPARTMENT	1) WATER FUND 3) MAINTAIN COLLECTION SYSTEM CASE METER, BACKFLOW PRV	1,241.71	POLLARDWATER	36705	D-06302016-371	492
601.49400.307 2) WATER DEPARTMENT	1) WATER FUND 3) MANAGEMENT FEES MANAGEMENT FEES	3,277.25	GENERAL FUND	36688	D-06302016-371	13
601.49400.321 2) WATER DEPARTMENT	1) WATER FUND 3) TELEPHONE LOCAL SERVICE CBLL PHONE-WATER	96.44 15.67	CENTURYLINK VERIZON	36679 036669	D-06302016-371 M-06302016-372	208 17
601.49400.343 2) WATER DEPARTMENT	1) WATER FUND 3) ADVERTISING DRINKING WATER AD	532.02	MONITOR & NEWS	36702	D-06302016-371	346

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
601.49400.381 2) WATER DEPARTMENT	1) WATER FUND 3) UTILITIES UTILITIES	1,027.45	MUNICIPAL UTILITIES	36703	D-06302016-371	141
601.49400.430 2) WATER DEPARTMENT	1) WATER FUND 3) MISCELLANEOUS MEMBERSHIP	275.00	MN RURAL WATER ASSOC	36700	D-06302016-371	256
602.43250.208 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CHEMICALS & CHEM SUPPLIES ROOT KILLER	16.99	ZOSEL'S TRUE VALUE	36719	D-06302016-371	474
602.43250.209 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) GAS & OIL GAS	269.86	GLACIAL PLAINS COOPERATI	36689	D-06302016-371	132
602.43250.210 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) OPERATING SUPPLIES SUPPLIES OIL KNEE PAD	477.62 141.70 43.98	BANKCARD CENTER CHAMBERLAIN OIL CO., INC RUNNINGS SUPPLY INC	36674 36681 36708	D-06302016-371 D-06302016-371 D-06302016-371	492 327 463
602.43250.217 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) LAB EQUIPMENT & SUPPLIES CAR CHARGER, WATER	11.95	RUNNINGS SUPPLY INC	36708	D-06302016-371	465
602.43250.221 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) EQUIPMENT REPAIR PARTS BELT BULB	27.98 7.16	NORTHSIDE AUTO RUNNINGS SUPPLY INC	36704 36708	D-06302016-371 D-06302016-371	383 464
602.43250.223 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) EQUIPMENT REPAIRS CONTRACTED ANNUAL CALIBRATION RPZ TEST, CERT	470.00 212.50	SERVOCAL INSTRUMENTS INC VOSS PLUMBING & HEATING	36711 36717	D-06302016-371 D-06302016-371	333 310
602.43250.226 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MAINTAIN SYSTEM WAGNER CARPET PICKUP	60.36	MATTHEISEN DISPOSAL, INC	36699	D-06302016-371	258
602.43250.307 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MANAGEMENT FEES MANAGEMENT FEES	4,254.40	GENERAL FUND	36688	D-06302016-371	14
602.43250.311 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) PEOPLE SERVICE CONTRACT MONTHLY CONTRACT	20,111.00	PEOPLE SERVICE INC.	036666	M-06302016-372	29
602.43250.313 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CONTRACTED SERVICES MURDOCK SERVICE CALL	150.00	PEOPLE SERVICE INC.	036666	M-06302016-372	67
602.43250.321 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) TELEPHONE CELL PHONE-WATER	15.68	VERIZON	036669	M-06302016-372	18
602.43250.381 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) UTILITIES UTILITIES	3,526.79	MUNICIPAL UTILITIES	36703	D-06302016-371	142
604.14300 2) INVENTORY CONTROL	1) ELECTRIC FUND INTERDUCT	2,200.00	BORDER STATES ELECTRIC S	36676	D-06302016-371	429
604.16491 2) STORAGE BUILDING (MINN-DAK)	1) ELECTRIC FUND PARKS BLDG DEMO	3,129.35	T & K KENNEDY EXCAVATING	36714	D-06302016-371	412
604.16590 2) CONSTRUCTION IN PROGRESS	1) ELECTRIC FUND OH-UG PROJ FUEL TANK REPLACEMENT DIESEL TANK AD	1,890.00 10,067.00 157.50	BORDER STATES ELECTRIC S DGR ENGINEERING MONITOR & NEWS	36676 36687 36702	D-06302016-371 D-06302016-371 D-06302016-371	431 284 345

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
604.49610.223 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MAINT OF GENRATN EQUIP CONTR EMISSION TESTING	12,250.00	COMPREHENSIVE EMISSION S	36683	D-06302016-371	362
604.49610.307 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-POWER PROD MANAGEMENT FEE	1,474.20	GENERAL FUND	36688	D-06302016-371	211
604.49610.381 2) POWER PRODUCTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	3,527.48	MUNICIPAL UTILITIES	36703	D-06302016-371	143
604.49630.307 2) TRANSMISSION	1) ELECTRIC FUND 3) MANAGEMENT FEES MANAGEMENT FEE	1,474.20	GENERAL FUND	36688	D-06302016-371	212
604.49640.209 2) DISTRIBUTION	1) ELECTRIC FUND 3) FUEL EXPENSE-VEHICLES GAS	440.48	GLACIAL PLAINS COOPERATI	36689	D-06302016-371	133
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) OPERATING SUPPLIES DA TEST CRIMPER HEATER RTN, SWITCH UPS CHGS HEAD LAMPS, GLASSES SCREWS, BLEACH, PLUG BATTERY, EXT CORD	25.40 2,568.86 658.44 64.30 282.45 134.52 172.96	AFFILIATED MED CENTERS BORDER STATES ELECTRIC S BORDER STATES ELECTRIC S GROSSMAN, DEPUTY REGISTR LOCATORS & SUPPLIES RUNNINGS SUPPLY INC ZOSEL'S TRUE VALUE	36671 36676 36676 36691 36697 36708 36719	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	305 427 428 490 261 466 475
604.49640.221 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE PARTS PARTS COUPLER, ADAP HYGARD	21.93 13.03 148.44	LUND IMPLEMENT CO. NORTHSIDE AUTO JOHN DEERE FINANCIAL	36698 36704 036668	D-06302016-371 D-06302016-371 M-06302016-372	444 382 69
604.49640.223 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE CONTR. HYDRAULIC HOSE REPAIR	974.10	ABM EQUIPMENT & SUPPLY I	36670	D-06302016-371	301
604.49640.227 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF UNDERGROUND LINE PVC, CEMENT MARKING PAINT	164.50 119.29	BORDER STATES ELECTRIC S LOCATORS & SUPPLIES	36676 36697	D-06302016-371 D-06302016-371	430 260
604.49640.235 2) DISTRIBUTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE MATS & TOWELS	27.73	BENSON LAUNDRY-MAT HOUSE	36675	D-06302016-371	115
604.49640.307 2) DISTRIBUTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-DISTRIBUTION MANAGEMENT FEE	4,422.70	GENERAL FUND	36688	D-06302016-371	213
604.49640.317 2) DISTRIBUTION	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES DATA TO KORWEB	28.00	STANTEC CONSULTING SERVI	36712	D-06302016-371	244
604.49640.321 2) DISTRIBUTION	1) ELECTRIC FUND 3) TELEPHONE CELL PHONE-ELECTRIC	342.59	VERIZON	036669	M-06302016-372	19
604.49640.381 2) DISTRIBUTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	169.71	MUNICIPAL UTILITIES	36703	D-06302016-371	144
604.49650.307 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) MANAGEMENT FEES-CIP SALARY MANAGEMENT FEE	751.00	GENERAL FUND	36688	D-06302016-371	222
604.49650.317 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES 1ST QTR ASSESSMENT	555.55	MN DEPT OF COMMERCE	036667	M-06302016-372	68

Disb. Validation Listing

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 REBATE	2,325.00	IDEAL ENERGY	36693	D-06302016-371	354
604.49650.480 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) LOAD MANAGEMENT WATER HEATER REBATE WATER HEATER REBATE WATER HEATER REBATE WATER HEATER REBATE WATER HEATER REBATE WATER HEATER REBATE	75.00 75.00 75.00 75.00 75.00 75.00 75.00	BUCKNER/BOB HARRISON/BILL MOLDEN/DUWAYNE RAJEWSKY/TODD ROBERTSON/MARGRET THOMPSON/MARRISA	36677 36692 36701 36706 36707 36715	D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371 D-06302016-371	288 275 254 313 251 231
604.49655.131 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT	36710	D-06302016-371	394
604.49655.201 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OFFICE SUPPLIES COPIER MAINT COPIER PAYMENT	47.57 148.56	COPIER BUSINESS SOLUTION DE LAGE LANDEN	36684 36686	D-06302016-371 D-06302016-371	192 193
604.49655.203 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) POSTAGE STAMPS	47.00	INCIDENTAL FUND	36694	D-06302016-371	265
604.49655.307 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) MANAGEMENT FEES-CUST ACCTS MANAGEMENT FEE	1,474.20	GENERAL FUND	36688	D-06302016-371	214
604.49655.309 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) DATA PROCESSING SERVICES MONTHLY HOSTING	2,028.50	XEROX BUSINESS SERVICES	36718	D-06302016-371	224
604.49655.317 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES METER SERVICE	54.00	AUTOMATED ENERGY INC	36672	D-06302016-371	207
604.49655.318 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) BILL PRINT SERVICES JUNE BILL PRINT	1,107.79	INNOVATIVE SYSTEMS	36695	D-06302016-371	335
604.49659.131 2) CUSTOMER SERVICE	1) ELECTRIC FUND 3) HEALTH INSURANCE HEALTH INS-HSA FEES	2.11	SELECT ACCOUNT	36710	D-06302016-371	393
604.49660.235 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) BUILDING EXPENSE INTERNET INSTALLATION	52.90	CHARTER COMMUNICATIONS	36682	D-06302016-371	326
604.49660.307 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-ADMINISTRATN MANAGEMENT FEE	2,211.30	GENERAL FUND	36688	D-06302016-371	215
604.49660.308 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-FINANCE MANAGEMENT FEE	1,474.20	GENERAL FUND	36688	D-06302016-371	216
604.49660.309 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-SALES MANAGEMENT FEE	1,474.20	GENERAL FUND	36688	D-06302016-371	217
604.49660.317 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES 136 GOPHER STATE CALLS	183.60	GOPHER STATE ONE CALL	36690	D-06302016-371	148
604.49660.321 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TELEPHONE MONTHLY PRI CHARGE LOCAL SERVICE PHONE MAINT	300.00 164.05 147.84	CENTURYLINK CENTURYLINK CENTURYLINK	36678 36679 36680	D-06302016-371 D-06302016-371 D-06302016-371	187 199 126

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
609.49750.292	1) LIQUOR FUND					
2) LIQUOR	3) ON SALE MISC PURCHASES					
	TACO INGREDIENTS	75.37	DAROLD'S SUPER VALUE	232229	D-06302016-371	124
	PIZZAS	372.50	HARRYS FROZEN FOOD	232232	D-06302016-371	135
	SNACKS	140.00	MONTE CANDY COMPANY	232236	D-06302016-371	140
	SNACKS	1,295.65	SYSCO WESTERN MINNESOTA	232242	D-06302016-371	111
	PREMIX	180.00	VIKING COCA COLA BOTTLIN	232244	D-06302016-371	156
609.49750.307	1) LIQUOR FUND					
2) LIQUOR	3) MANAGEMENT FEES					
	MANAGEMENT FEES	2,176.50	GENERAL FUND	23230	D-06302016-371	16
609.49750.310	1) LIQUOR FUND					
2) LIQUOR	3) CONTRACTED SERVICES-CLEANING					
	LIQUOR STORE CLEANING	825.00	BENSON/KIMBERLY	23224	D-06302016-371	4
609.49750.321	1) LIQUOR FUND					
2) LIQUOR	3) TELEPHONE					
	LOCAL SERVICE	82.58	CENTURYLINK	23227	D-06302016-371	128
609.49750.343	1) LIQUOR FUND					
2) LIQUOR	3) ADVERTISING					
	LIQUOR ADS	119.00	K B M O	232234	D-06302016-371	137
	LIQUOR ADS	444.59	MONITOR & NEWS	232235	D-06302016-371	139
	HOLE SPONSORSHIP	150.00	SWIFT CO BENSON HOSPITAL	232241	D-06302016-371	243
	ADVERTISING-CNTRY INN	285.00	TDS MEDIA DIRECT INC	232243	D-06302016-371	230
609.49750.381	1) LIQUOR FUND					
2) LIQUOR	3) UTILITIES					
	UTILITIES	1,084.89	MUNICIPAL UTILITIES	23237	D-06302016-371	146
609.49750.383	1) LIQUOR FUND					
2) LIQUOR	3) HEATING COST					
	UTILITIES	16.40	MUNICIPAL UTILITIES	23237	D-06302016-371	147
609.49750.430	1) LIQUOR FUND					
2) LIQUOR	3) MISCELLANEOUS					
	CABLE SERVICE	166.95	CHARTER COMMUNICATIONS	23228	D-06302016-371	118
609.49750.438	1) LIQUOR FUND					
2) LIQUOR	3) LAUNDRY					
	MATS, TOWELS, & MOPS	42.20	BENSON LAUNDRY-MAT HOUSE	232223	D-06302016-371	114
	MATS	42.20	BENSON LAUNDRY-MAT HOUSE	232223	D-06302016-371	472
	MATS	41.50	BENSON LAUNDRY-MAT HOUSE	232223	D-06302016-371	473
653.43240.307	1) GARBAGE COLLECTION FUND					
2) GARBAGE DISPOSAL	3) MANAGEMENT FEES					
	MANAGEMENT FEES	751.00	GENERAL FUND	36688	D-06302016-371	51
653.43240.310	1) GARBAGE COLLECTION FUND					
2) GARBAGE DISPOSAL	3) CONTRACTED SERVICES					
	GARBAGE CONTRACT	8,662.00	MATTHEISEN DISPOSAL, INC	36699	D-06302016-371	7
653.43240.384	1) GARBAGE COLLECTION FUND					
2) GARBAGE DISPOSAL	3) REFUSE DISPOSAL					
	TIPPING FEES	3,890.40	SWIFT CO ENVIRONMENTAL S	36713	D-06302016-371	154

GOVERNMENT FINANCIAL SYSTEM
7/08/2016 10:42:38

Disb. Validation Listing

GL304L-V08.03 CITY OF BENSON
PAGE 15

TOTAL NUMBER OF RECORDS PRINTED

415

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	82,714.55
211	LIBRARY FUND	25,984.40
401	GENERAL CAPITAL OUTLAY FUND	18,964.73
502	STORM WATER FUND	29.95
601	ECONOMIC DEV. AUTHORITY FUND	219.81
602	WATER FUND	6,995.48
604	SEWER COLLECTION & DISPOSAL	29,797.97
609	ELECTRIC FUND	61,787.01
653	LIQUOR FUND	79,996.90
	GARBAGE COLLECTION FUND	13,303.40
TOTAL ALL FUNDS		319,794.20

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	GENERAL BANK CHECKING ACCT	127,693.63
LJQR	LIQUOR FUND	79,996.90
NAVY	ENTERPRISE FUNDS	111,886.86
RUST	ECONOMIC DEV. AUTHORITY CHKN	219.81
TOTAL ALL BANKS		319,794.20

SCBH Senior Housing Financing Proposal



SCBH Senior Housing Financing Proposal

Notes

- Covenants in both 2013 and 2014 debt, along with the hospital's financial performance in 2014 and 2015, require that the only way the hospital can incur additional debt is with the support or backing of City/County
- The support required can be in the form of G.O. bonds or a guarantee to revenue bonds
- The recently gifted 501c3 (Scofield/ROI) does not have the same restrictions, but is challenged with a lack of equity
- The senior housing building will be a separate entity from the hospital using the existing 501c3 Scofield/ROI organization
- Although the hospital remodel and senior living projects are linked in multiple ways, such as parking and a central entrance, the immediate request for financing will be for the senior housing project only.

SC

	National Healthcare Capital	City/County	USDA	Ag Star with USDA Guarantee	Northland
Which Entity Incurs the Debt					
Hospital District	Yes - Requires assistance from City/County in form of a guarantee through burn off period of ~ 5 to 6 years	Yes	Yes - Requires assistance from City/County in form of a guarantee through burn off period	No	Yes - Requires assistance from City/County in form of a guarantee through burn off period
501c3 Corporation	No - City/County cannot offer direct help, lacks equity without	No - cannot provide to the 501c3	Possible with no additional help from City/County	Yes	No - City/County cannot offer direct help, lacks equity without
Type of Debt	Bank qualified, tax exempt Revenue notes	General Obligation Bonds	Direct Loan	Taxable Mortgage Revenue Bonds	Revenue Bonds
Interest Rate	2.00% initial, reset after every 5 years, max increase of 1.25%	2.15%	2.75%	4.25%	4.25%
Term	25 Years	20 Years	35 Years	30 Years	30 Years
Amount Financed:					
Estimated Project Cost	\$12,500,000	\$12,500,000	\$12,500,000	\$12,500,000	\$12,500,000
Less Equity Contribution by Hospital	\$2,500,000	\$0	\$0	\$0	\$0
Amount to be Financed	\$10,000,000	\$12,500,000	\$12,500,000	\$12,500,000	\$12,500,000
Total Interest paid	\$4,226,000	\$2,818,000	\$6,979,000	\$9,637,000	\$9,637,000
Interest Cost Comp. @ Constant Amt./Term					
Rate	3.00%	2.50%	2.75%	4.25%	4.25%
Term	25 Years	25 Years	25 Years	25 Years	25 Years
Amount Financed	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000
Interest Cost	\$4,226,000	\$3,459,000	\$3,839,000	\$6,252,000	\$6,252,000
Other Issuance Costs	Likely the highest ~ \$40K	Likely the Lowest	Middle	Middle	Middle
Require Examined Forecast	No	Not required but probably asked for	Yes	Yes	Yes
Timing / Support 2016 Start of Build	Yes, but tight	Yes, but tight	No	Yes, but tight	No
Who's at Risk	In default City/County would have to make up difference	In default City/County would have to make up difference	USDA	USDA	In default City/County would have to make up difference
Involvement of Local Banks Possible?	Yes	Yes	No	Yes	Not sure
Ability to Prepay	Yes	Yes but likely longer period	Yes	Yes	Yes
Debt Covenants	Reasonably Standard but experience of placement firm an advantage	Reasonably Standard	Reasonably Standard	Reasonably Standard	Reasonably Standard
Other	Ability to utilize local Contractor's	None	Will need to pass the various USDA approvals and reviews ranging from general counsel to architectural design, construction and project site. Estimated cost penalty due to delay in timing and Davis Bacon wage requirements is estimated at \$300K		None

SCBH Senior Housing Financing Proposal

Recommendation

- National Healthcare Capital
 - The total cost is not the absolute lowest but not unreasonable, it's close
 - Expertise of the Firm's individuals
 - Commitment they have demonstrated to date
 - Most innovative and thorough in approach
 - Track record and satisfied customers
 - Proven ability to get it done
- Timing should allow for construction to start in 2016, which offers multiple advantages
 - Lower Costs
 - Increased Speed to Market
- This option offers flexibility with construction variables, and we are also able to retain work completed to date with HGA and Ryan Companies
- Provides opportunities for participation by local contractors, businesses, and lending institutions
- Minimizes the amount and duration of City/County support- allowing for potential participation in future hospital remodel project
- No financial commitment unless financing deal is delivered

SCBH Senior Housing Financing Proposal

Conclusion

We have waited too long in dealing with other issues impacting SCBH's financial health, it's time to move forward

- Board has consistently communicated a message to move forward
- Community wants it and needs it
- If we don't move forward now, there is a chance of another entity entering the market
- Will be a victory for the organization in the battle for financial turnaround

SCBH Senior Housing Financing Proposal

Questions?

Assumptions Summary:

1. *All amounts are expressed in 2016 dollars. Have not attempted to build inflation into either revenues or expenses.*
2. *The corporate structure for the Senior Living component is yet to be determined. Have assumed that the assets of Scofield will be absorbed into the total entity in 2016.*
3. *Key Dates / Timing*
 - Start of Rural Health Clinic - July 1, 2016*
 - Start of Provider Based Rural Health Clinic - November 1, 2016*
 - Start of construction for Senior Housing - October 2016*
 - Start of construction for Hospital Remodel - October 2016*
 - Completion of Senior Housing - June 2018, begin occupancy in July 2018*
 - Completion of Hospital Remodel - June 2018, begin occupancy in July 2018*
4. *Senior Housing Units*
 - Scofield - 31 units*
 - Assisted Living - 25 units*
 - Studios - 7*
 - 1 Bedroom - 5*
 - 1 Bedroom plus den - 7*
 - 2 Bedroom - 6*
 - Assisted Living Plus - 34 units*
 - Memory Care - 16 units*
 - Assumed 95% Occupancy level. Each percentage point of occupancy = \$47K of revenue*
5. *Senior Housing ramp up timing to get to 95%*
 - Months 1 to 3 at 25%*
 - Months 4 to 6 at 50%*
 - Months 6 to 9 at 75%*
 - Months 9 to 12 at 100%*
6. *Investment funded by new debt*
 - Senior Housing including all design, construction and financing fees - \$12,445K*
 - Hospital Remodel including fees - \$5,750K*
7. *Investment funded by operations*
 - Scofield renovation - \$1,100K*
8. *Debt terms assumptions:*
 - Interest rate - 3.5%*
 - Repayment period - over 20 years with monthly payments beginning in July 2018*
 - Interest costs paid during construction period from operations*
9. *Existing clinic assets to be leased*

\$000's	2015	2016	2017	2018	2019	2020	2021	2022
INCOME STATEMENT								
TOTAL PATIENT REVENUE	\$ 17,111	\$ 20,332	\$ 23,902	\$ 24,584	\$ 27,748	\$ 28,024	\$ 28,024	\$ 28,024
LESS DISCOUNTS & CONTRACTUALS	\$ 4,856 28.4%	\$ 6,119 30.1%	\$ 6,789 28.4%	\$ 6,789 27.6%	\$ 6,789 24.5%	\$ 6,789 24.2%	\$ 6,789 24.2%	\$ 6,789 24.2%
NET REVENUE FROM PATIENTS	\$ 12,255	\$ 14,213	\$ 17,113	\$ 17,795	\$ 20,959	\$ 21,235	\$ 21,235	\$ 21,235
TOTAL OPERATING REVENUE	\$ 12,597	\$ 14,624	\$ 17,569	\$ 18,251	\$ 21,415	\$ 21,691	\$ 21,691	\$ 21,691
OPERATING EXPENSES								
SALARIES & WAGES	\$ 4,610	\$ 5,970	\$ 7,278	\$ 7,628	\$ 8,659	\$ 8,732	\$ 8,732	\$ 8,732
ALL OTHER OPERATING EXPENSES	\$ 7,439	\$ 7,919	\$ 8,450	\$ 8,584	\$ 8,970	\$ 8,997	\$ 8,997	\$ 8,997
INTEREST	\$ 342	\$ 334	\$ 588	\$ 845	\$ 907	\$ 869	\$ 828	\$ 794
DEPRECIATION	\$ 1,154	\$ 1,157	\$ 1,169	\$ 1,533	\$ 1,869	\$ 1,875	\$ 1,892	\$ 1,897
TOTAL OPERATING EXPENSES	\$ 13,544	\$ 15,388	\$ 17,552	\$ 18,657	\$ 20,472	\$ 20,540	\$ 20,516	\$ 20,487
OPERATING INCOME (LOSS)	\$ (947)	\$ (765)	\$ 17	\$ (406)	\$ 943	\$ 1,151	\$ 1,175	\$ 1,204
NON OPERATING EXPENSE/START UP		\$ 150	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -
NON OPERATING INCOME	\$ 46	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
NET INCOME (LOSS)	\$ (901) -7.2%	\$ (865) -5.9%	\$ (58) -0.3%	\$ (356) -2.0%	\$ 993 4.6%	\$ 1,201 5.5%	\$ 1,225 5.6%	\$ 1,254 5.8%
CASH FLOW - INCREASE/(DECREASE)								
NET INCOME (LOSS)	\$ (364)	\$ (865)	\$ (58)	\$ (356)	\$ 993	\$ 1,201	\$ 1,225	\$ 1,254
DEPRECIATION	\$ 1,154	\$ 1,157	\$ 1,169	\$ 1,533	\$ 1,869	\$ 1,875	\$ 1,892	\$ 1,897
WORKING CAPITAL CHANGES	\$ (507)	\$ 7	\$ (460)	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS IN FIXED ASSETS:								
SENIOR HOUSING		\$ (1,245)	\$ (7,467)	\$ (3,734)	\$ -	\$ -	\$ -	\$ -
HOSPITAL REMODEL		\$ (575)	\$ (3,450)	\$ (1,725)	\$ -	\$ -	\$ -	\$ -
SCOFIELD RENOVATION		\$ (100)	\$ (200)	\$ (200)	\$ (200)	\$ (200)	\$ (200)	\$ -
REPLACEMENTS/MAINTENANCE	\$ 129	\$ (100)	\$ (250)	\$ (250)	\$ (250)	\$ (250)	\$ (250)	\$ (250)
TOTAL FIXED ASSETS	\$ 129	\$ (2,020)	\$ (11,367)	\$ (5,909)	\$ (450)	\$ (450)	\$ (450)	\$ (250)
DEBT PAYMENTS	\$ (484)	\$ (482)	\$ (498)	\$ (817)	\$ (1,158)	\$ (1,188)	\$ (1,220)	\$ (1,253)
DEBT INCURRED:								
SENIOR HOUSING		\$ 1,245	\$ 7,467	\$ 3,734	\$ -	\$ -	\$ -	\$ -
HOSPITAL REMODEL		\$ 575	\$ 3,450	\$ 1,725	\$ -	\$ -	\$ -	\$ -
TOTAL DEBT INCURRED	\$ -	\$ 1,820	\$ 10,917	\$ 5,459	\$ -	\$ -	\$ -	\$ -
TOTAL CASH FLOW	\$ (72)	\$ (383)	\$ (297)	\$ (90)	\$ 1,254	\$ 1,438	\$ 1,447	\$ 1,649
ENDING CASH BALANCE	\$ 4,081	\$ 4,081	\$ 3,785	\$ 3,696	\$ 4,955	\$ 6,394	\$ 7,844	\$ 9,495
DAYS CASH ON HAND	220	192	160	151	164	192	221	254
BALANCE SHEET DATA								
TOTAL ASSETS	\$ 22,472	\$ 23,583	\$ 33,684	\$ 37,971	\$ 37,811	\$ 37,826	\$ 37,833	\$ 37,837
DEBT	\$ 10,590	\$ 11,830	\$ 22,249	\$ 26,890	\$ 25,732	\$ 24,544	\$ 23,324	\$ 22,071
TOTAL EQUITY	\$ 5,698	\$ 6,262	\$ 5,945	\$ 5,590	\$ 6,588	\$ 7,791	\$ 9,018	\$ 10,275
EBIDA DOLLARS	\$ 594	\$ 626	\$ 1,699	\$ 2,022	\$ 3,769	\$ 3,945	\$ 3,945	\$ 3,945
EBIDA MARGIN %	4.7%	4.3%	9.7%	11.1%	17.6%	18.2%	18.2%	18.2%
DEBT SERVICE COVERAGE	0.72	0.77	1.56	1.22	1.83	1.92	1.93	1.93
DEBT/CAPITALIZATION	65.0%	65.4%	78.9%	82.8%	79.6%	75.9%	72.1%	68.2%
DEBT/CAPITALIZATION EXC. PERA ADJ	52.7%	54.0%	69.5%	74.1%	71.2%	67.9%	64.5%	61.1%