



**CITY OF MARSHALL
CITY COUNCIL MEETING
A G E N D A**

**Tuesday, June 11, 2019 at 5:30 PM
Professional Development Room - Marshall Middle School, 401 South
Saratoga Street**

OPENING ITEMS

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Consider approval of the minutes of the regular meeting held on May 28, 2019.

PUBLIC HEARING

AWARD OF BIDS

CONSENT AGENDA

2. Approval of Consent Agenda
3. Service Agreement between SMSU and Studio 1 TV
4. Project Z74: Huron Road/Superior Road Reconstruction Project – Acknowledgement and Agreement of Services with American Engineering Testing, Inc. (AET Project No. 13-20316).
5. Consider LG220 Application for Exempt Permit for Holy Redeemer Church for September 28, 2019
6. Consider Amendments to the Fund Balance Policy
7. City of Marshall Abatement Policy – Proposed Changes
8. Consider approval of the bills/project payments

APPROVAL OF ITEMS PULLED FROM CONSENT

OLD BUSINESS

TABLED ITEM

NEW BUSINESS

9. Acceptance of “Our Courts. Our Future.” Award for Basketball Court Refurbishment at Independence Park from the Minnesota Timberwolves
10. Resolution Number _____, Second Series, A Resolution Creating the 2020 City of Marshall Complete Count Committee
11. Consider Resolution Authorizing Execution of Mn/DOT Airport Maintenance & Operation Agreement No. 1033583 (SFY 2020-2021).
12. Runway 12/30 Crack Fill and T-Hangar Apron Seal Coating Project at the Southwest Minnesota Regional Airport -- Consider Resolution Authorizing Execution of Mn/DOT Agreement.
13. Consider approval of labor agreements between the City of Marshall and LELS Local No. 245
14. Consider Appointments to the Various Boards, Commissions, Bureaus and Authorities.

COUNCIL REPORTS

15. Commission/Board Liaison Reports
16. Councilmember Individual Items

STAFF REPORTS

17. City Administrator
18. Director of Public Works
19. City Attorney

ADMINISTRATIVE REPORTS

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.

[20.](#) Administrative Report

INFORMATION ONLY

[21.](#) Information Only

ADJOURN TO CLOSED SESSION

MEETINGS

[22.](#) Upcoming Meetings

ADJOURN

23. Adjourn Meeting



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider approval of the minutes of the regular meeting held on May 28, 2019.
Background Information:	Enclosed are the minutes of the regular meeting held on May 28, 2019
Fiscal Impact:	None
Alternative/ Variations:	Staff encourages City Council Members to provide any suggested corrections to the minutes in writing to City Clerk Kyle Box, prior to the meeting. We then could potentially incorporate proposed amended minutes at the meeting.
Recommendations:	that the minutes of the regular meeting held on May 28, 2019 be approved as filed with each member and that the reading of the same be waived.

**CITY OF MARSHALL
CITY COUNCIL MEETING
M I N U T E S
Tuesday, May 28, 2019**

The regular meeting of the Common Council of the City of Marshall was held May 28, 2019 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 5:30 P.M. by Mayor Robert Byrnes. In addition to Byrnes the following members were in attendance: Craig Schafer, Steven Meister, Glenn Bayerkohler John DeCramer, Russ Labat and James Lozinski. Absent: None. Staff present included: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Jason Anderson, Assistant City Engineer/Zoning Administrator; Ilya Gutman, Plan Examiner/Assistant Zoning Administrator; Annette Storm, Director of Administrative Services; Dave Parsons, City Assessor; Bob VanMoer, Wastewater Superintendent and Kyle Box, City Clerk.

The Pledge of Allegiance was recited at this time.

There was a consensus to operate under the current agenda.

Consider approval of the minutes of the regular meeting held on May 14, 2019.

Motion made by Councilmember Schafer, Seconded by Councilmember Lozinski that the minutes of the regular meeting held on May 14, 2019 be approved as filed with each member and that the reading of the same be waived. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried.**
7-0

Tax Abatement Request for Harrison Truck Center.

The proposed project is a 9,000 square foot addition and remodel to the existing facility. The addition will be primarily additional truck service bays. The service addition will be a state-of-the-art service facility to house additional service technicians. In addition, the remodel of the existing facility will include repurposing the existing service bays in to a climate-controlled part storage facility, retail parts show room, drivers lounge, conference rooms and additional office space. This project will make the Harrison Truck Center (“HTC”) dealership location a destination stop for the transportation industry in West Central Minnesota. Upon approval of this abatement request, we would like to start in June 2019 with completion in early 2020.

City Administrator Sharon Hanson introduced the item.

Economic Development Director Tara Onken provided the background information on the agenda item.

Chad Harrison of Harrison Truck Center provided additional details on the project.

Councilmember DeCramer asked for the starting pay for technicians. Mr. Harrison provided their pay scale from an intern to capped level. Mr. Harrison also commented that they offer a tuition reimbursement program with their technicians if they sign a two-year agreement with Harrison Truck Center.

Councilmember Meister and Schafer commented in favor of the project.

Councilmember Lozinski mentioned in favor of the program and commended the EDA bringing forward programs like such to benefit the community.

Councilmember Bayerkohler discussed the Abatement Policy and the “but for” language. Director Onken commented that this project would not have happened at this level if the tax abatement was not offered.

There was further discussion by Council on the policy language.

Motion made by Councilmember Schafer, Seconded by Councilmember DeCramer to close the public hearing. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Motion made by Councilmember Schafer, Seconded by Councilmember Meister to approve Resolution Number 4617, Second Series, a resolution approving a Tax Abatement for Harrison Truck Center. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Wastewater Treatment Facilities Improvement Project - Consider Award of Bids to Magney Construction, Inc.

Three (3) bids were received on April 16, 2019 for the Wastewater Treatment Facility Improvements project in Marshall, Minnesota. The bid prices ranged from \$14,074,300 to \$14,398,100. The engineer’s estimate was \$12,800,000.

The low bid was approximately ten (10) percent higher than the engineer’s estimate. The following Bid Tabulation reveals all bids were within 2.5 percent of the low bidder. Therefore, we feel the specifications were not restrictive to force a non-competitive bid situation.

Bidders	Total Project Base Bid Price
Magney Construction, Inc.	\$14,074,300.00
KHC Construction, Inc.	\$14,137,000.00
Gridor Constr., Inc.	\$14,398,100.00

The specifications and bid documents did not contain any wording or ambiguities so as to force the Contractor to build in additional contingencies. The number of bids received indicates there was significant interest in this project. Therefore, we feel that the bids received were competitive and responsive, and rebidding of the project would not provide any cost savings.

The lowest responsive bid for this project was received from Magney Construction, Inc. from Chanhassen, Minnesota. Magney Construction is experienced in the type of work required for this project and has fulfilled the bidding and contract requirements. Therefore, we recommend awarding the project to Magney Construction, Inc. in the amount of \$14,074,300, contingent on final approval and certification from the Minnesota Pollution Control Agency.

Director of Public Works/ City Engineer Glenn Olson introduced the item as well as two representatives from Bolton and Menk, Inc. The City’s consultants provided an overview of the project’s specifications and bidding process over the last two years.

Councilmember Bayerkohler indicated that project costs have increased nearly 10% over the last two years but ultimately will get a better product.

Councilmember Schafer discussed the bid documents and options to reduce costs.

Councilmember Lozinski commented on the bid price already being over budget and has had conversations with a member from the community that can have this project done 20% or 30% cheaper.

Councilmember Labat mentioned his disapproval of the project already being over budget. Member Labat asked if the project could be revisited to eliminate some high price items such as stainless steel.

Wastewater Superintendent Bob VanMoer provided discussion on the difference processes used between round versus square tanks.

The City consultants commented that if they the project is rebid it would not be ready again from approximately one year because of the long approval process.

Kim Christianson of KHC Construction of Marshall requested that the project be rebid with a contractor's option.

There was further discussion by Council and Staff.

Motion made by Councilmember DeCramer, Seconded by Councilmember Bayerkohler to award the project, per the recommendation of the City's consultant, Bolton & Menk, Inc., to Magney Construction, Inc. of Chanhassen, Minnesota, in the amount of \$14,074,300, contingent on final approval and certification from the Minnesota Pollution Control Agency. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat. Voting Nay: Councilmember Lozinski. The motion **Passed. 6-1**

Approval of Consent Agenda.

Councilmember Labat requested that item number 8, Consider Approval of Resolution Authorizing Transfer and Closure of Capital Project Fund 428, be removed for further discussion.

Motion made by Councilmember Lozinski, Seconded by Councilmember DeCramer to approve the following consent agenda items be approved as presented. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motioned **Carried. 7-0**

Approval of Resolution Number 4618, Second Series and the Joint Powers Agreement (Minnesota Internet Crimes Against Children Task Force)

Approval of Resolution Number 4619, Second Series, a Resolution Revoking Conditional Use Permit at 1002 Colombine Drive.

Approval of the request of the Marshall Downtown Business Association for Crazy Days (Thursday-July 18, 2019).

Approval of the request of Southwest Minnesota State University for Homecoming Parade (Saturday-October 12, 2019).

Approval of an application for an On-Sale Intoxicating Liquor License for Marshall Area Chamber of Commerce for August 14, 2019.

Approval of a LG220 Application for Exempt Permit Pride in the Tiger Foundation for July 15, 2019.

Approval of the bills/project payments

Consider Approval of Resolution Number 4620, Second Series Authorizing Transfer and Closure of Capital Project Fund 428.

Capital Project Fund 428 paid construction costs for the Saratoga/Highway 23 Overpass Project. Construction costs are complete and fund 428 can be closed. Excess funds in fund 428 shall be transferred to debt service fund 374 to pay back the bond sold to finance the project. This will result in \$613,891.85 – to fund 374 for future debt reduction.

Motion made by Councilmember DeCramer, Seconded by Councilmember Schafer to approve Resolution Number 4620, Second Series, a Resolution Authorizing Transfer and Closure of Capital Project Fund 428. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Project Z50-2019: Chip Sealing on Various City Streets – 1) Remove the Item from the Table, 2) Consider Resolution Accepting Bid (Award Contract).

Motion made by Councilmember Lozinski, Seconded by Councilmember Schafer to remove the item from the table. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Bids were received on May 9, 2019 for the above-referenced project. Two bids were received as shown on the attached resolution awarding contract.

At the May 14, 2019 meeting, the City Council tabled action on the recommendation until additional information was provided concerning the performance of timely sealcoating.

Attached is a summary from Mn/DOT regarding the benefits of sealcoating. They indicate that sealcoating may be done at any time in the pavement's life. The purpose of sealcoating is to help protect the pavement from the deteriorating effects of sun and water.

Sealcoats may be recommended immediately after a new surface, or 3, 5, or 7 years after the new surface has been placed. I discussed the frequency with other members of the City Engineers Association of Minnesota and Mn/DOT, and many communities have historically used a process of rotation of sealcoats 5-7 years after a new surface has been placed. District 8 is discussing the ideas of sealcoating immediately after new surfacing. The City of Marshall has typically used a 7-year period of time prior for placement of the sealcoat after a new asphalt surface has been placed (mill and overlay or reconstruction).

I would recommend a 5-year maximum timeframe to apply sealcoats to a new surface thereby minimizing oxidation and surface cracking prior to sealcoating. This recommendation may cost the City a little more money but may be more effective in the preservation of new surfaces.

Motion made by Councilmember DeCramer, Seconded by Councilmember Schafer to adopt Resolution Number 4621, Second Series, which is the "Resolution Accepting Bid (Award Contract)" for Project Z50-2019: Bituminous Chip Sealing on Various City Streets to Allied Blacktop Company of Maple Grove, Minnesota, in the amount of \$164,452.00, with a not-to-exceed expenditure of \$175,200. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Lozinski Voting Nay: Councilmember Meister, Councilmember Labat. The motion Passed.

Wastewater Treatment Facilities Improvement Project - Consider Construction Services Agreement with Bolton & Menk, Inc.

Glenn Olson Director of Public Works/City Engineer provided the background information on the item.
Director Olson

Motion made by Councilmember Labat, Seconded by Councilmember Schafer to authorize execution of the Professional Services Agreement for the Wastewater Treatment Facility Improvements Project to Bolton & Menk, Inc. of Burnsville, Minnesota, in accordance with the agreement not to exceed \$928,000.00. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Facade Improvement Matching Grant Program.

The Facade Improvement Matching Grant Program aims to help revitalize and sustain business districts. The Facade Improvement Matching Grant Program is designed to help create healthy commercial areas by providing incentives to improve the appearance of building facades and stimulate private investment. The Facade Improvement Matching Grant Program will be capped at \$50,000 or 12 months, whichever comes first. By approving this program, Council is approving the funding from fund 214 (State CRIF) up to 50,000.

Economic Development Director Tara Onken introduced the item to Council. There was further discussion by Council.

Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to approve a Façade Improvement Matching Grant Program. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Decramer, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 6-1**

Consider approval of Transient Merchant License for Sweet Kettle Madness, LLC.

Sweet Kettle Madness, LLC is seeking approval of a transient merchant license in connection with the Shades of the Past. The applicant is asking the Council to waive the fee of \$315.00, to a reasonable one-time fee, as well as the \$5,000.00 bond requirement.

Motion made by Councilmember Lozinski, Seconded by Councilmember Meister to approve the Transient Merchant License for Sweet Kettle Madness, LLC, to operate a mobile food unit in Marshall in connection with Shades of the Past contingent upon all requirements being met at a fee of \$30.00 and to waive the \$5,000 bond requirement. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Consider approval of a Transient Merchant License for Taqueria El Guerrerito.

Taqueria El Guerrerito is seeking approval of a transient merchant license. If approved this license would expire on 12/31/19.

Motion made by Councilmember Lozinski, Seconded by Councilmember Labat to approve the Transient Merchant License for Taqueria El Guerrerito, to operate a mobile food unit in Marshall from May 28, 2019 through December 31, 2019 contingent upon all requirements being completed at a pro-rated fee. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Commission/Board Liaison Reports

Byrnes No Report

Schafer Regional Radio Board met and discussed having a delegate to represent the area. MERIT Center discussed the lease agreement with MN West at the MERIT Center

Meister No Report

Bayerkohler No Report

DeCramer Marshall Utilities Commission met and discussed the reliability rates from MMU – 99.9974%. The Commission discussed the DNR “lost water” recommendation rate, which is no more than 10%, MMU is at 5.6%. MMU’s rates are 97% lower compared to other Minnesota Municipal Utility Companies. The water usage levels are around 50 gallons per person per day, meeting and exceeding the DNR and previous standards. Councilmember DeCramer added that the city of Marshall uses 43% renewable energy.

Labat No Report

Lozinski No Report

Councilmember Individual Items

Councilmember Schafer discussed the Law Enforcement Center group meeting and discussing the day to day operations and future, needed updates to the facility. Member Shafer would like staff to review the Commercial Tax Abatement policy language as well as asking staff to review neighbor hoods with junk displayed on the property.

Councilmember Meister commented that he would like to have a discussion on an Urban Chicken Ordinance.

Councilmember Labat discussed a meeting with residence at Broadmoor Valley. The residence discussed their continued struggles.

Councilmember DeCramer mentioned conversations with the Attorney General’s Office regarding Broadmoor Valley along with new proposed legislation regarding public housing dollars for manufactured homes.

Mayor Byrnes commented on the Highway 23 Coalition and its efforts along with Local Government Aid (LGA) dollars being increased.

City Administrator

City Administrator Sharon Hanson discussed a recent meeting with the City Hall Committee and calling for a future Work Session to discuss the current status of the project. Administrator Hanson commented on a rental code ordinance, the shared IT services with MMU and LGA dollars.

Director of Public Works

Director of Public Works/City Engineer commented on the US Army Corps. Of Engineer coming to Marshall to document the river damage and provided a construction update.

City Attorney

City Attorney Dennis Simpson provided an update on the Cable Franchise with Spectrum/Charter. Attorney Simpson discussed the status of the HRA land sale to Action Manufacturing and provided a complaint regarding the "Cable right-of-way Fees".

Information Only

There were no questions on the information items.

Upcoming Meetings

There were no questions on the upcoming meetings.

Adjourn Meeting

At 8:38 P.M., Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to adjourn. Voting Yea: Mayor Byrnes, Councilmember Schafer, Councilmember Meister, Councilmember Bayerkohler, Councilmember DeCramer, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 7-0**

Mayor

Attest:

City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Approval of Consent Agenda
Background Information:	
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	the following consent agenda items be approved as presented.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Service Agreement between SMSU and Studio 1 TV
Background Information:	This is a renewable annual agreement which allows for internet access service on the SMSU campus for Studio 1 TV offices/programming needs. No financial or language terms have changed. Both parties have agreed to renew this service agreement through June 30, 2020.
Fiscal Impact:	Agreement, as drafted, calls for the \$1,000 access fee per year to be submitted quarterly and will be paid out of 101-40671-3311.
Alternative/Variations:	None suggested.
Recommendations:	Staff recommends approval of the one-year renewal agreement.

SERVICE AGREEMENT BETWEEN
SOUTHWEST MINNESOTA STATE UNIVERSITY And
MARSHALL COMMUNITY SERVICES / CITY OF MARSHALL

THIS SERVICE AGREEMENT is entered into by and between Southwest Minnesota State University hereinafter referred to as UNIVERSITY and the City of Marshall, hereinafter referred to as CITY, witnesseth that:

WHEREAS, the CITY has need of network facilities for purposes of obtaining Internet access for its Studio One service housed at the UNIVERSITY, and

WHEREAS, the UNIVERSITY is willing to provide network facilities as set forth herein,

WHEREAS, the UNIVERSITY and the CITY have split the costs of necessary network facilities installations costs in 2016,

NOW THEREFORE, it is therefore agreed by and between these parties that:

I. The UNIVERSITY shall:

- A. Provide network facilities to CITY for its Studio One service located at the UNIVERSITY. These facilities will include two active data ports, phone service and phone.
- B. Southwest Minnesota State University will invoice CITY on a quarterly basis for a sum of **\$250.00** at the end of each quarter for services rendered; for a total not to exceed **\$1,000.00 for the period July 1, 2019 to June 30, 2020.**

II. CITY shall:

- A. Provide all equipment necessary to utilize the network facilities described above.
- B. Compensate the UNIVERSITY at the rate of **\$250.00** each quarter during the AGREEMENT timeline, beginning **July 1, 2019.**

III. TERM OF AGREEMENT:

This agreement shall be effective from **July 1, 2019 through June 30, 2020.** This agreement may be renewed upon mutual written agreement. Terms and conditions of subsequent annual agreements will be determined between the UNIVERSITY and CITY by June 1 of the current agreement year.

IV. AUTHORIZED AGENT:

The UNIVERSITY's authorized agent for the administration of this agreement shall be its Chief Information Officer.

V. AMENDMENTS:

Any amendments to this agreement shall be in writing and executed by the authorized signatories for each party.

VI. LIABILITY AND INSURANCE:

CITY and UNIVERSITY will be responsible for their own acts and behavior and the results thereof. The University's liability is governed by the Minnesota Tort Claims Act, Minn.Stat. 3.736.

VII. ASSIGNMENT:

CITY shall neither assign nor transfer any rights or obligations under this contract without prior written consent of the UNIVERSITY.

VIII. CANCELLATION:

This contract may be cancelled by the UNIVERSITY or CITY at any time, with or without cause upon thirty (30) days written notice to the other party.

This contract shall be interpreted pursuant to the Laws of the State of Minnesota.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed intending to be bound thereby:

**SOUTHWEST MINNESOTA
STATE UNIVERSITY**

CITY OF MARSHALL

By: _____

By: _____

Title: V.P. for Finance & Administration

Title: _____

Date: _____

Date: _____



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Project Z74: Huron Road/Superior Road Reconstruction Project – Acknowledgement and Agreement of Services with American Engineering Testing, Inc. (AET Project No. 13-20316).
Background Information:	<p>At their meeting on December 12, 2017, the City Council authorized entering into a Professional Services Agreement for Testing Services with American Engineering Testing, Inc. (AET) for various inspection services ending December 31, 2020.</p> <p>Attached please find an Acknowledgement and Agreement of Services for inspection services for the above-referenced project.</p>
Fiscal Impact:	In accordance with the actual work done for the project.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize execution of the attached Acknowledgment and Agreement of Services with American Engineering Testing, Inc. for Project Z74: Huron Road/Superior Road Reconstruction Project, contingent upon City Attorney review and approval.



CONSULTANTS
· ENVIRONMENTAL
· GEOTECHNICAL
· MATERIALS
· FORENSICS

Acknowledgment and Agreement of Services

AET Project No. 13-20316

June 4, 2019

The services of American Engineering Testing, Inc., (AET) have been requested for the referenced project by Greg Swanson of the City of Marshall on June 3, 2019.

Understood information from requesting party includes the following:

Project Name: Superior Road Watermain & Sanitary Sewer Improvements Project
Z-74

Project Address: Marshall, MN

Client Project No.: 13-20316

Client: City of Marshall
Client Address: 344 West Main St.
Marshall, MN 56258

Client Contact: Glenn Olson

Client Email: Glenn.Olson@ci.marshall.mn.us

Service Extent/Communication: AET's services will be provided on a will-call basis when requested by Client or authorized representative.

Understood Scope of Services *may include the following:*

- Observations of building/structure excavations to evaluate the suitability of soils for structural support.
- Soil testing to evaluate compaction of fill and suitability of fill soils for use.
- Observations of reinforcing steel to evaluate compliance with approved structural drawings.
- Site testing of concrete; including slump tests, air content tests, temperature tests, casting test cylinders, and compressive strength testing of cylinders.
- Observations of masonry construction and sampling of mortar and grout, including slump tests, temperature tests, casting test specimens, and compressive strength testing of specimens.
- Observations and testing of pavement subgrades and aggregate base.
- Obtain core samples of bituminous pavement; and perform laboratory testing of bituminous, including asphalt extraction tests, extracted aggregate gradation tests, Marshall density tests, Rice specific gravity tests, thickness of core samples, and density of core samples.
- Prepare reports presenting the results of the services provided.

This proposal is valid for a period of 90 days from the date issued.

Fees: Unit rate basis per the attached Fee Schedule.

Terms/Conditions: All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint ventures and

City of Marshall –Superior Road Watermain & Sanitary Sewer Improvements Project Z-74;
Marshall, Minnesota
AET Project No.: 13-20316
June 4, 2019
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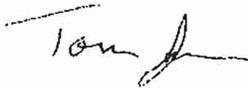
third-party beneficiaries. Please be advised that additional insured status is granted upon acceptance of the proposal.

Acceptance: AET requests written acceptance of this proposal in the Authorized Client Representative section below, but the following actions shall constitute your acceptance of this proposal together with the Master Service Agreement: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET’s presence on site or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

Other Attachments (part of this agreement)

- Fee Schedule
- Master Service Agreement
- Proof of Insurance
- W9

AET Representative:



Tom James
Manager-Marshall
Mobile: (507) 530-4297
tjames@amengtest.com

AET PROPOSAL No. 13-20316 ACCEPTANCE AND AUTHORIZATION

Signature: _____ Date: _____

Typed/Printed Name: _____

Company: _____



Marshall 2019 Fee Schedule

AET Employee Personnel Rates		
Service Item	Unit	Rate
Administrative Assistant	Hour	\$70.00
Drilling Technician	Hour	\$102.00
Engineering Assistant	Hour	\$119.00
Level I Engineer	Hour	\$132.00
Level II CWI/ICC Certified NDT Technician	Hour	\$115.00
Level II Engineer	Hour	\$82.00
Principal Engineer	Hour	\$205.00
Senior Engineer	Hour	\$169.00
Senior Engineering Technician	Hour	\$90.00
AET Equipment Rental		
Service Item	Unit	Rate
Generator	Day	\$80.00
Nuclear Density Gauge Rental	Day	\$50.00
Portable Coring Equipment	Day	\$65.00
Unit 04 Rig Rental	Hour	\$86.00
Unit 47 Rental	Hour	\$18.50
AET Project Direct Expenses		
Service Item	Unit	Rate
4x8 Cylinder Molds	Case of 36	\$75.00
6x12 Cylinder Molds	Case of 20	\$75.00
AET Lab Minimum of \$200	Project	\$200.00
Bit Wear	Inch	\$2.00
Cube Mold Rental	Each	\$3.00
Curing & Handling of Non-Tested Cylinders	Cylinder	\$22.00
Cylinder Molds (one time use)	Mold	\$3.00
Trip Charge	Quote	
AET Vehicle Mileage		
Service Item	Unit	Rate
Auxiliary Truck	Mile	\$1.00
Personal Automobile/Truck	Mile	\$0.75
Unit 04 Rig Mileage	Mile	\$1.35
Unit 47 Mileage	Mile	\$1.00
Aggregate		
Service Item	Unit	Rate
ASTM C117 Materials Finer Than No. 200 Sieve	Test	\$52.00
ASTM C123 Lightweight Particles in Coarse Aggregate	Test	\$185.00
ASTM C123 Lightweight Particles in Fine Aggregate	Test	\$145.00
ASTM C136 Sieve Analysis of Aggregate (Coarse and Fine)	Test	\$105.00
ASTM C136 Sieve Analysis of Coarse Aggregate	Test	\$56.00

ASTM C136 Sieve Analysis of Fine Aggregate (includes #200 wash)	Test	\$105.00
ASTM C142 Clay Lumps and Friable Particles in Coarse Aggregate	Test	\$110.00
ASTM C142 Clay Lumps and Friable Particles in Fine Aggregate	Test	\$85.00
ASTM C40 Organic Impurities in Fine Aggregate	Test	\$70.00
ASTM D5821 Percent Fractured Particles in Coarse Aggregate	Test	\$75.00
Concrete		
Service Item	Unit	Rate
ASTM C1019 Sampling and Testing Grout, Individual Cube	Each	\$25.00
ASTM C140 Section 7 Compressive Strength of Concrete Masonry Units	Set of 3	\$155.00
ASTM C140 Section 7 Compressive Strength of Concrete Masonry Units	Set of 6	\$290.00
ASTM C39 Concrete Compressive Strength 4x8 Cylinder	Test	\$25.00
ASTM C39 Concrete Compressive Strength 6x12 Cylinder	Test	\$35.00
Compressive Strength of 2x4 Cylinders	Test	\$25.00
Pavements/Bituminous		
Service Item	Unit	Rate
ASTM D2172 Quantitative Extraction of Asphalt Binder (with gradation)	Test	\$260.00
ASTM D2172 Quantitative Extraction of Asphalt Binder (without gradation)	Test	\$225.00
ASTM D2726 Specific Gravity and Density of Non-Absorptive Asphalt	Core	\$46.00
Soil and Earthwork Testing		
Service Item	Unit	Rate
AASHTO T 191 Density of Soil In-Place by the Sand-Cone Method	Test	\$55.00
AASHTO T 288 Determination of Minimum Laboratory Soil Resistivity	Test	\$102.00
ASTM C40 Modified Test for Organic Impurities	Test	\$67.00
ASTM D1557 Modified Proctor (Method A)	Test	\$145.00
ASTM D1557 Modified Proctor (Method B)	Test	\$150.00
ASTM D1557 Modified Proctor (Method C or D)	Test	\$160.00
ASTM D2434 Constant Head Permeability of Granular Soils	Test	\$215.00
ASTM D4318 Atterberg Limits, Liquid Limit or Plastic Limit, Individual Test	Test	\$100.00
ASTM D4318 Atterberg Plasticity Index	Test	\$115.00
ASTM D4972 Standard Test Methods for pH of Soils	Test	\$55.00
ASTM D5084 Hydraulic Conductivity of Clay by Flexible Wall Permeater	Test	\$378.00
ASTM D5084 Hydraulic Conductivity of Remodeled Clay by Flexible Wall Permeater	Test	\$478.00
ASTM D5856 Remolded Clay Permeability Test	Test	\$378.00
ASTM D5856 Remolded Rigid Clay Permeability Test	Test	\$275.00
ASTM D5919 Thin-wall Samples (extrusion only)	Each	\$25.00



ASTM D6938 Density and Water Content of Soil by Nuclear Methods	Test	\$30.00
ASTM D698 Standard Proctor (Method A)	Test	\$135.00
ASTM D698 Standard Proctor (Method B)	Test	\$135.00
ASTM D698 Standard Proctor (Method C)	Test	\$145.00
ASTM D7263 Laboratory Determination of Dry Density of Soil (includes water content)	Test	\$60.00
Preparation for Clay Proctor Sample	Sample	\$75.00
Water Content	Test	\$15.00

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
The CITY OF MARSHALL and AMERICAN ENGINEERING TESTING, INC.**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into by and between the City of Marshall, Minnesota ("CLIENT") and American Engineering Testing, Inc., St. Paul, Minnesota ("AET").

TERM

This Agreement will become effective upon signature of both CLIENT and AET. Unless terminated earlier in accordance with Section IV.C, this Agreement will terminate on December 31, 2020, but may be extended for additional one-year terms upon mutual agreement by CLIENT and AET.

RECITALS

- A. CLIENT has need from time to time for various services offered by AET, including environmental services, geotechnical engineering, subsurface exploration, materials engineering, testing, forensic services and laboratory services ("Services").
- B. CLIENT and AET mutually desire to enter into this Agreement, setting forth the standard terms and conditions pursuant to which AET will perform Services for CLIENT, upon request of the CLIENT.

NOW THEREFORE in consideration of the foregoing, and the covenants contained herein, CLIENT and AET hereby mutually agree as follows:

SECTION I - SERVICES TO BE PERFORMED BY AET

A. Basic Services

1. When CLIENT requests Services for a specific project ("Project"), AET will issue a letter proposal ("Letter Proposal") setting forth additional terms and conditions for such Project pursuant to which AET will perform the Services, including but not limited to the scope of Services, estimated fees, project schedule and additional or alternate payment provisions. The Letter Proposal, the terms and conditions set forth in this Agreement and any appendices attached hereto shall comprise the complete Agreement between AET and CLIENT for Services for a Project and are binding upon the CLIENT, its successors, assignees, joint venturers and third-party beneficiaries.
2. Billing rates and invoicing for the Services will be in accordance with Section III of this Agreement—Payment to AET.
3. AET requests written acceptance of the Letter Proposal(s), but the following actions shall also constitute CLIENT's acceptance of the Letter Proposal for a Project: 1) issuing an authorizing purchase order for any of the Services, 2) authorizing AET's presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.
4. The scope of Services may include, but shall not be limited to environmental services, geotechnical engineering, subsurface exploration, materials engineering, testing, forensics, and laboratory services.
5. AET shall perform its Services as an independent contractor. Except where otherwise provided in this Agreement, AET shall be responsible for the means and methods used in performing Services under this Agreement, and is not in a joint-venture with CLIENT. CLIENT or its designated representative shall coordinate AET's Services and shall facilitate the exchange of information among AET and the independent professional associates and consultants engaged by CLIENT.
6. AET will perform Services consistent with the level of care and skill normally performed by other firms in its profession at the time of the Services and in the same geographic area, under similar budgetary constraints.
7. AET shall request and obtain from CLIENT the data and information considered important for the performance of AET's Services. Documents prepared by AET and the Services will conform to applicable Federal, State, and

local laws, rules, regulations, ordinances, codes, orders, and other legal requirements. AET's communications to or with CLIENT's other Independent professional associates and consultants will be through or with the knowledge of CLIENT.

8. AET will inform CLIENT when AET is unable to perform exploration Services in the event private underground improvements cannot be located. CLIENT agrees that in such case, CLIENT, at its sole expense, will locate private underground improvements or arrange for location of such improvements, including arranging for hand excavation (potholing) for openings to substantiate utility locations. CLIENT releases and holds AET harmless from all liability for damages, costs, repairs or injury to person or property due to contact with non-located improvements (collectively, "Claims"). Further, CLIENT agrees, as a condition of requesting AET to perform exploration Services in such case, to execute a written waiver in form satisfactory to AET in its discretion, of all liability for such Claims.
9. AET shall contact State notification centers, where available, or individual utility owners where a State notification center is not available, to request location of public underground utilities.
10. AET shall locate borings, excavations, or other penetrations such that they maintain a safe distance from known and marked underground improvements.
11. CLIENT acknowledges that, in the normal course of fieldwork, some damage to the site may occur. AET shall take reasonable precautions to minimize such damage and shall patch bore holes placed through pavement or slab areas after performance of borings. Except for the foregoing, restoration of the site shall be the responsibility of CLIENT.
12. To the extent required by law, AET shall report to CLIENT any contamination detected or of which AET becomes aware during the course of providing Services on a Project. Discovery of actual or suspected hazardous materials shall entitle AET to take immediate measures it deems necessary in its sole discretion, including regulatory notification, to protect human health and safety, and/or the environment. Further, discovery of such materials constitutes a changed condition for which CLIENT agrees to pay associated additional costs and/or which entitle AET to terminate Services on the Project.
13. Known or suspected hazardous material samples obtained by AET shall remain the property of CLIENT. AET reserves the right to return such samples to CLIENT.
14. AET shall only be responsible for safety of AET employees at the site.

B. Additional Services

Any additional Services requested by CLIENT for a Project shall be subject to the terms and conditions of this Agreement. A supplemental Letter Proposal may set forth the nature of the additional Services to be performed, the schedule, if appropriate, in which the Services must be completed, any variance in the amount or terms for payment for the Services from such amounts or terms set forth in an initial Letter Proposal and such other terms and conditions and appendices upon which the parties may mutually agree.

SECTION II - CLIENT'S RESPONSIBILITIES

A. CLIENT shall:

1. Make available to AET drawings, specifications, schedules, and other information, interpretation, and data which were prepared for or by CLIENT, or its consultants, and which CLIENT and AET consider pertinent to AET's responsibilities hereunder, all of which AET may rely upon in performing Services hereunder except as may be specifically provided in writing.
2. Provide AET information known by CLIENT concerning possible site contamination.
3. Make arrangements for safe and legal access to and make necessary provisions for AET to enter upon public and private property as required for AET to perform Services under this Agreement.

4. Give prompt written notice to AET whenever CLIENT observes or otherwise becomes aware of any development that in CLIENT's determination may affect the scope or timing of AET Services or any defect or non-conformance in the work of AET that may in CLIENT's determination affect the Project.
5. Advise AET of the identity of other independent professional associates or consultants participating in the design or construction administration of this part of the Project and the scope of such third party services.
6. Be responsible for the safety of CLIENT's employees at the work site.

SECTION III - PAYMENT TO AET

A. General (Annual Fee Schedule)

Except as described in Paragraph B of this Section III, CLIENT shall compensate AET for all Services at rates set forth in the Fee Schedule attached as Exhibit A to this Agreement. AET shall submit an updated Fee Schedule for approval by CLIENT on an annual basis for the subsequent calendar year (January to December).

B. Specific Projects

Any variance from AET's current Fee Schedule or terms of payment shall be as set forth in the Letter Proposal attached hereto or any additional or supplemental Letter Proposal issued by AET and accepted by CLIENT.

C. General

1. If CLIENT disputes any matter or information contained in an AET invoice for the Services, CLIENT shall so notify AET within fifteen (15) days of receipt of the AET invoice. If CLIENT fails to notify AET of any dispute to an invoice within fifteen (15) days, invoices will be deemed accepted by CLIENT, and no longer subject to dispute.
2. Invoices for Services will be processed and payments made by CLIENT to AET within thirty (30) days of the date of receipt of invoice.
3. Service charges for unpaid invoices shall be imposed at the rate of 1.5% per month or the highest rate permissible by law, whichever is less.
4. CLIENT shall indemnify and hold AET harmless for all costs of collection of unpaid invoices, including reasonable attorneys' fees.

SECTION IV - GENERAL CONSIDERATIONS

A. Personnel and Timing

1. AET has, or will secure, qualified personnel, equipment, and facilities to complete the Services it agrees to provide pursuant to this Agreement.
2. No Services will commence until written notice to proceed is given to AET by CLIENT.
3. The Services shall be commenced and carried out in accordance with a schedule which AET and CLIENT shall agree upon. The time and compensation within which AET shall perform its services shall be extended and/or adjusted for delays caused by acts of God or other circumstances beyond the control of AET.

B. Project and Agreement Changes

The terms of this Agreement or a Letter Proposal may be changed only by the written mutual consent of CLIENT and AET.

C. Termination

Either CLIENT or AET may terminate this Agreement without cause by giving thirty (30) days' prior written notice to the other party of such termination and specifying the effective date of termination. In such event, copies of documents, data, reports, work papers, studies, drawings, maps, models, and photographs prepared by AET shall become the property of CLIENT. AET retains the right to maintain a complete file in its archiving system. This Agreement may be terminated by either party for material breach, including without limitation, failure by CLIENT to pay invoices, upon seven (7) days written notice to the other party. Regardless of the reasons for termination or the party electing termination, CLIENT shall pay AET for all work performed pursuant to this Agreement and any

Letter Proposals prior to the effective date of termination and for costs incurred as a result of any early termination, including demobilization and reporting costs to complete the file. CLIENT's use of AET's work for any purpose other than that set forth in a Letter Proposal shall be unauthorized by AET, at CLIENT's sole risk and shall constitute CLIENT's waiver of any obligation by AET to indemnify CLIENT pursuant to Section IV, paragraph H, following.

D. Records

1. Fiscal records of AET pertinent to AET's compensation and payments under this Agreement will be kept in accordance with standard accounting practices.
2. AET shall maintain all original records (fiscal and other) and design calculations on file in legible form for a period of not less than two (2) years.
3. AET's records and design calculations will be available at AET's office at reasonable business hours upon reasonable notification for examination and audit if required.

E. Insurance

1. AET maintains insurance with coverage and limits shown below. AET will furnish certificates of insurance to CLIENT upon request.

2. AET maintains the following insurance coverage and limits of liability:

Workers' Compensation Employer's Liability	Statutory Limits \$100,000 each accident \$500,000 disease policy limit \$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional Liability Insurance	\$1,000,000 per claim \$1,000,000 aggregate

3. Commercial General Liability Insurance will include coverage for Products/Completed Operations extending one (1) year after final acceptance of the Project by Owner, Property Damage including Completed Operations, Personal Injury, and Contractual Liability Insurance applicable to AET's Indemnity obligations under this Agreement.
4. Automobile Liability Insurance shall include coverage for all owned, hired and non-owned automobiles.
5. Professional Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after final acceptance of the Project by Owner. Renewal policies during this period shall maintain the same retroactive date.
6. To the extent permitted by applicable state law, and only upon CLIENT's signing of the Letter Proposal and return of the same to AET, CLIENT and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14 04 08, which includes blanket coverage for Products/Completed Operations and on a Primary and Non-Contributory basis). Any other endorsement, coverage or policy requirement may result in additional charges.
7. AET will maintain in effect all insurance coverage required by this Service Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the Project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to CLIENT for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

8. AET reserves the right to charge CLIENT for AET's costs for additional coverage requirements unknown on the date of the Letter Proposal.

F. Mediation

1. Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, (including costs of collection and reasonable attorneys' fees) CLIENT and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party.
2. Unless CLIENT and AET mutually agreed otherwise, mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. The mediator shall be acceptable to both parties and shall have experience in construction matters.
3. The parties shall share the mediator's fee and any filing fees equally. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

G. Limitation of Liability

In order to offer AET's Services at a reasonable price, AET limits its liability to CLIENT and anyone claiming through CLIENT for any claims resulting from Services provided pursuant to this Agreement. CLIENT agrees that in no event shall AET or its agents or employees be liable to CLIENT, any holder of any real property interest in the real property on which the project is located, or anyone claiming through CLIENT, for (1) incidental, indirect, special or consequential damages, or (2) any damages whatsoever resulting from personal injury, death, damage to or loss of use of property, or loss of profits, resulting from the performance of or non-performance of the Services, negligent acts, errors or omissions, even if the possibility of such damage was foreseeable. CLIENT agrees that the total liability of AET and its agents and employees hereunder is limited solely to CLIENT's direct damages and in no event shall it exceed the amount of the stated insurance limits listed in Section E – Insurance.

H. Indemnification

1. AET agrees to indemnify CLIENT from and against liability resulting from AET's negligent performance of the Services, subject to any limitations, other indemnifications or other provisions CLIENT and AET have agreed to in writing.
2. CLIENT agrees to indemnify AET from and against liability resulting from CLIENT's, CLIENT's Contractors/Subcontractors or other third parties' negligent conduct, including without limitation the owner of any interest in the real property on which the Project is located, subject to any limitations, other indemnifications or other provisions CLIENT and AET have agreed to in writing.
3. AET's indemnification is limited to costs for loss or damage caused by its failure to meet the standard of care and only to the extent of its negligence.
4. AET will not accept any obligation to defend CLIENT other than to meet the standard of care. If a court of competent jurisdiction rules that defense is implied or if required by law, AET's obligation for the cost of defense is only to the extent due to AET's negligent acts, errors or omissions.

I. Unionization

AET represents that its employees and personnel providing Services under this Agreement are non-union personnel and that the fees to be charged for the Services are calculated accordingly. In the event that AET is required to provide unionized personnel for performance of the Services, AET reserves the right to charge an appropriate fee increase or to terminate this Service Agreement on three (3) days written notice to CLIENT and CLIENT agrees that AET shall not be liable for any penalties or costs charged or incurred by CLIENT, and CLIENT's successors, assignees, joint-venturers, contractors and subcontractors, or any other parties involved with the Project for claims, liabilities, damages or consequential damages directly or indirectly related to AET's fee increase, termination of the Service Agreement or failure to perform the Services. This reservation of right on the part of AET represents only a reflection of additional costs anticipated to be incurred by AET in connection with assigning unionized personnel to the Project and shall not be considered either approval nor disapproval of unions in general or the use of collective bargaining agreements.

J. Posting of Notices on Employee Rights

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at 29 Code of Federal Regulations Part 471, Appendix A to Subpart A. The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

K. Severability

Any provisions of this Service Agreement later held to violate a law or regulation shall be deemed of no force and effect, and all remaining provisions shall continue in force; provided, however, CLIENT and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

L. Governing Law

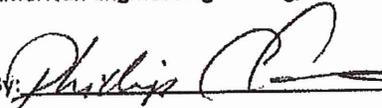
This Agreement, the Letter Proposal(s) and any appendices or amendments to either shall be construed, and the rights of the parties shall be determined, in accordance with the laws of the State of Minnesota.

IN WITNESS WHEREOF, this Agreement is herewith executed effective the date and year first above written by the undersigned, who are authorized representatives of Client and AET.

CLIENT:

American Engineering Testing, Inc.

By: 

By: 

Type or Printed Name: Robert J. Byrnes

Philip Chwiatkowski

Title: Mayor

Contract Manager

Date Signed: 12-12-17

Date Signed: 11/21/17

Address and Phone:

344 W. Main St.
Marshall, MN 56258
507-537-6775

American Engineering Testing, Inc.

550 Cleveland Avenue North
St. Paul, MN 55114
Telephone: 651.659.1330

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
The CITY OF MARSHALL and AMERICAN ENGINEERING TESTING, INC.**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into by and between the City of Marshall, Minnesota ("CLIENT") and American Engineering Testing, Inc., St. Paul, Minnesota ("AET").

TERM

This Agreement will become effective upon signature of both CLIENT and AET. Unless terminated earlier in accordance with Section IV.C, this Agreement will terminate on December 31, 2020, but may be extended for additional one-year terms upon mutual agreement by CLIENT and AET.

RECITALS

- A. CLIENT has need from time to time for various services offered by AET, including environmental services, geotechnical engineering, subsurface exploration, materials engineering, testing, forensic services and laboratory services ("Services").
- B. CLIENT and AET mutually desire to enter into this Agreement, setting forth the standard terms and conditions pursuant to which AET will perform Services for CLIENT, upon request of the CLIENT.

NOW THEREFORE in consideration of the foregoing, and the covenants contained herein, CLIENT and AET hereby mutually agree as follows:

SECTION I - SERVICES TO BE PERFORMED BY AET

A. **Basic Services**

1. When CLIENT requests Services for a specific project ("Project"), AET will issue a letter proposal ("Letter Proposal") setting forth additional terms and conditions for such Project pursuant to which AET will perform the Services, including but not limited to the scope of Services, estimated fees, project schedule and additional or alternate payment provisions. The Letter Proposal, the terms and conditions set forth in this Agreement and any appendices attached hereto shall comprise the complete Agreement between AET and CLIENT for Services for a Project and are binding upon the CLIENT, its successors, assignees, joint venturers and third-party beneficiaries.
2. Billing rates and invoicing for the Services will be in accordance with Section III of this Agreement—Payment to AET.
3. AET requests written acceptance of the Letter Proposal(s), but the following actions shall also constitute CLIENT's acceptance of the Letter Proposal for a Project: 1) issuing an authorizing purchase order for any of the Services, 2) authorizing AET's presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.
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7. AET shall request and obtain from CLIENT the data and information considered important for the performance of AET's Services. Documents prepared by AET and the Services will conform to applicable Federal, State, and

local laws, rules, regulations, ordinances, codes, orders, and other legal requirements. AET's communications to or with CLIENT's other independent professional associates and consultants will be through or with the knowledge of CLIENT.

8. AET will inform CLIENT when AET is unable to perform exploration Services in the event private underground improvements cannot be located. CLIENT agrees that in such case, CLIENT, at its sole expense, will locate private underground improvements or arrange for location of such improvements, including arranging for hand excavation (potholing) for openings to substantiate utility locations. CLIENT releases and holds AET harmless from all liability for damages, costs, repairs or injury to person or property due to contact with non-located improvements (collectively, "Claims"). Further, CLIENT agrees, as a condition of requesting AET to perform exploration Services in such case, to execute a written waiver in form satisfactory to AET in its discretion, of all liability for such Claims.
9. AET shall contact State notification centers, where available, or individual utility owners where a State notification center is not available, to request location of public underground utilities.
10. AET shall locate borings, excavations, or other penetrations such that they maintain a safe distance from known and marked underground improvements.
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12. To the extent required by law, AET shall report to CLIENT any contamination detected or of which AET becomes aware during the course of providing Services on a Project. Discovery of actual or suspected hazardous materials shall entitle AET to take immediate measures it deems necessary in its sole discretion, including regulatory notification, to protect human health and safety, and/or the environment. Further, discovery of such materials constitutes a changed condition for which CLIENT agrees to pay associated additional costs and/or which entitle AET to terminate Services on the Project.
13. Known or suspected hazardous material samples obtained by AET shall remain the property of CLIENT. AET reserves the right to return such samples to CLIENT.
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B. Additional Services

Any additional Services requested by CLIENT for a Project shall be subject to the terms and conditions of this Agreement. A supplemental Letter Proposal may set forth the nature of the additional Services to be performed, the schedule, if appropriate, in which the Services must be completed, any variance in the amount or terms for payment for the Services from such amounts or terms set forth in an initial Letter Proposal and such other terms and conditions and appendices upon which the parties may mutually agree.

SECTION II - CLIENT'S RESPONSIBILITIES

A. CLIENT shall:

1. Make available to AET drawings, specifications, schedules, and other information, interpretation, and data which were prepared for or by CLIENT, or its consultants, and which CLIENT and AET consider pertinent to AET's responsibilities hereunder, all of which AET may rely upon in performing Services hereunder except as may be specifically provided in writing.
2. Provide AET information known by CLIENT concerning possible site contamination.
3. Make arrangements for safe and legal access to and make necessary provisions for AET to enter upon public and private property as required for AET to perform Services under this Agreement.

4. Give prompt written notice to AET whenever CLIENT observes or otherwise becomes aware of any development that in CLIENT's determination may affect the scope or timing of AET Services or any defect or non-conformance in the work of AET that may in CLIENT's determination affect the Project.
5. Advise AET of the identity of other independent professional associates or consultants participating in the design or construction administration of this part of the Project and the scope of such third party services.
6. Be responsible for the safety of CLIENT's employees at the work site.

SECTION III - PAYMENT TO AET

A. General (Annual Fee Schedule)

Except as described in Paragraph B of this Section III, CLIENT shall compensate AET for all Services at rates set forth in the Fee Schedule attached as Exhibit A to this Agreement. AET shall submit an updated Fee Schedule for approval by CLIENT on an annual basis for the subsequent calendar year (January to December).

B. Specific Projects

Any variance from AET's current Fee Schedule or terms of payment shall be as set forth in the Letter Proposal attached hereto or any additional or supplemental Letter Proposal issued by AET and accepted by CLIENT.

C. General

1. If CLIENT disputes any matter or information contained in an AET invoice for the Services, CLIENT shall so notify AET within fifteen (15) days of receipt of the AET invoice. If CLIENT fails to notify AET of any dispute to an invoice within fifteen (15) days, invoices will be deemed accepted by CLIENT, and no longer subject to dispute.
2. Invoices for Services will be processed and payments made by CLIENT to AET within thirty (30) days of the date of receipt of invoice.
3. Service charges for unpaid invoices shall be imposed at the rate of 1.5% per month or the highest rate permissible by law, whichever is less.
4. CLIENT shall indemnify and hold AET harmless for all costs of collection of unpaid invoices, including reasonable attorneys' fees.

SECTION IV - GENERAL CONSIDERATIONS

A. Personnel and Timing

1. AET has, or will secure, qualified personnel, equipment, and facilities to complete the Services it agrees to provide pursuant to this Agreement.
2. No Services will commence until written notice to proceed is given to AET by CLIENT.
3. The Services shall be commenced and carried out in accordance with a schedule which AET and CLIENT shall agree upon. The time and compensation within which AET shall perform its services shall be extended and/or adjusted for delays caused by acts of God or other circumstances beyond the control of AET.

B. Project and Agreement Changes

The terms of this Agreement or a Letter Proposal may be changed only by the written mutual consent of CLIENT and AET.

C. Termination

Either CLIENT or AET may terminate this Agreement without cause by giving thirty (30) days' prior written notice to the other party of such termination and specifying the effective date of termination. In such event, copies of documents, data, reports, work papers, studies, drawings, maps, models, and photographs prepared by AET shall become the property of CLIENT. AET retains the right to maintain a complete file in its archiving system. This Agreement may be terminated by either party for material breach, including without limitation, failure by CLIENT to pay invoices, upon seven (7) days written notice to the other party. Regardless of the reasons for termination of the party electing termination, CLIENT shall pay AET for all work performed pursuant to this Agreement and a

Letter Proposals prior to the effective date of termination and for costs incurred as a result of any early termination, including demobilization and reporting costs to complete the file. CLIENT's use of AET's work for any purpose other than that set forth in a Letter Proposal shall be unauthorized by AET, at CLIENT's sole risk and shall constitute CLIENT's waiver of any obligation by AET to indemnify CLIENT pursuant to Section IV, paragraph H, following.

D. Records

1. Fiscal records of AET pertinent to AET's compensation and payments under this Agreement will be kept in accordance with standard accounting practices.
2. AET shall maintain all original records (fiscal and other) and design calculations on file in legible form for a period of not less than two (2) years.
3. AET's records and design calculations will be available at AET's office at reasonable business hours upon reasonable notification for examination and audit if required.

E. Insurance

1. AET maintains insurance with coverage and limits shown below. AET will furnish certificates of insurance to CLIENT upon request.

2. AET maintains the following insurance coverage and limits of liability:

Workers' Compensation Employer's Liability	Statutory Limits \$100,000 each accident \$500,000 disease policy limit \$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional Liability Insurance	\$1,000,000 per claim \$1,000,000 aggregate

3. Commercial General Liability insurance will include coverage for Products/Completed Operations extending one (1) year after final acceptance of the Project by Owner, Property Damage including Completed Operations, Personal Injury, and Contractual Liability insurance applicable to AET's indemnity obligations under this Agreement.
4. Automobile Liability insurance shall include coverage for all owned, hired and non-owned automobiles.
5. Professional Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after final acceptance of the Project by Owner. Renewal policies during this period shall maintain the same retroactive date.
6. To the extent permitted by applicable state law, and only upon CLIENT's signing of the Letter Proposal and return of the same to AET, CLIENT and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14 04 08, which includes blanket coverage for Products/Completed Operations and on a Primary and Non-Contributory basis). Any other endorsement, coverage or policy requirement may result in additional charges.
7. AET will maintain in effect all insurance coverage required by this Service Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the Project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to CLIENT for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

8. AET reserves the right to charge CLIENT for AET's costs for additional coverage requirements unknown on the date of the Letter Proposal.

F. Mediation

1. Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, (including costs of collection and reasonable attorneys' fees) CLIENT and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party.
2. Unless CLIENT and AET mutually agreed otherwise, mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. The mediator shall be acceptable to both parties and shall have experience in construction matters.
3. The parties shall share the mediator's fee and any filing fees equally. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

G. Limitation of Liability

In order to offer AET's Services at a reasonable price, AET limits its liability to CLIENT and anyone claiming through CLIENT for any claims resulting from Services provided pursuant to this Agreement. CLIENT agrees that in no event shall AET or its agents or employees be liable to CLIENT, any holder of any real property interest in the real property on which the project is located, or anyone claiming through CLIENT, for (1) incidental, indirect, special or consequential damages, or (2) any damages whatsoever resulting from personal injury, death, damage to or loss of use of property, or loss of profits, resulting from the performance of or non-performance of the Services, negligent acts, errors or omissions, even if the possibility of such damage was foreseeable. CLIENT agrees that the total liability of AET and its agents and employees hereunder is limited solely to CLIENT's direct damages and in no event shall it exceed the amount of the stated insurance limits listed in Section E – Insurance.

H. Indemnification

1. AET agrees to indemnify CLIENT from and against liability resulting from AET's negligent performance of the Services, subject to any limitations, other indemnifications or other provisions CLIENT and AET have agreed to in writing.
2. CLIENT agrees to indemnify AET from and against liability resulting from CLIENT's, CLIENT's Contractors/Subcontractors or other third parties' negligent conduct, including without limitation the owner of any interest in the real property on which the Project is located, subject to any limitations, other indemnifications or other provisions CLIENT and AET have agreed to in writing.
3. AET's indemnification is limited to costs for loss or damage caused by its failure to meet the standard of care and only to the extent of its negligence.
4. AET will not accept any obligation to defend CLIENT other than to meet the standard of care. If a court of competent jurisdiction rules that defense is implied or if required by law, AET's obligation for the cost of defense is only to the extent due to AET's negligent acts, errors or omissions.

I. Unionization

AET represents that its employees and personnel providing Services under this Agreement are non-union personnel and that the fees to be charged for the Services are calculated accordingly. In the event that AET is required to provide unionized personnel for performance of the Services, AET reserves the right to charge an appropriate fee increase or to terminate this Service Agreement on three (3) days written notice to CLIENT and CLIENT agrees that AET shall not be liable for any penalties or costs charged or incurred by CLIENT, and CLIENT's successors, assignees, joint-venturers, contractors and subcontractors, or any other parties involved with the Project for claims, liabilities, damages or consequential damages directly or indirectly related to AET's fee increase, termination of the Service Agreement or failure to perform the Services. This reservation of right on the part of AET represents only a reflection of additional costs anticipated to be incurred by AET in connection with assigning unionized personnel to the Project and shall not be considered either approval nor disapproval of unions in general or the use of collective bargaining agreements.

J. Posting of Notices on Employee Rights

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at 29 Code of Federal Regulations Part 471, Appendix A to Subpart A. The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

K. Severability

Any provisions of this Service Agreement later held to violate a law or regulation shall be deemed of no force and effect, and all remaining provisions shall continue in force; provided, however, CLIENT and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

L. Governing Law

This Agreement, the Letter Proposal(s) and any appendices or amendments to either shall be construed, and the rights of the parties shall be determined, in accordance with the laws of the State of Minnesota.

IN WITNESS WHEREOF, this Agreement is herewith executed effective the date and year first above written by the undersigned, who are authorized representatives of Client and AET.

CLIENT:

American Engineering Testing, Inc.

By: 

By: 

Type or Printed Name: Robert J. Byrnes

Phillip Chiviankowski

Title: Mayor

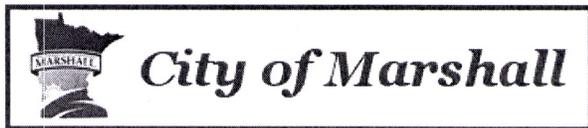
Contract Manager

Date Signed: 12-12-17

Date Signed: 11/21/17

Address and Phone:
344 W. Main St.
Marshall, MN 56258
507-537-6775

American Engineering Testing, Inc.
550 Cleveland Avenue North
St. Paul, MN 55114
Telephone: 651.659.1330



Meeting Date: 12/12/2017 - 5:30 PM

Category: NEW BUSINESS

Type: Action

Subject: 18. Professional Services Agreement for Testing Services with American Engineering Testing, Inc. (AET) for Various Inspection Services for the period ending December 31, 2020.

Revised Comments:

Policy:

Enclosure:

File Attachment:  AET Agreement for Various Projects (Expires 2020_12_31).pdf
 2018 Fee Schedule.pdf

At the meeting on May 12, 2015, the City Council authorized entering into a Professional Services Agreement for Testing Services with American Engineering Testing, Inc. (AET) for various inspection services ending December 31, 2017.

Background Information:

A request was submitted to AET for a renewal agreement for a 3-year term with the rates for the various tests being re evaluated on an annual basis (January-December of each year) with approval of the rates approved by City Council in December for the following year.

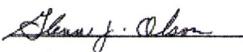
Attached is a draft a proposed 3-year agreement through December 31, 2020 for these services for consideration by the City along with the 2018 fee schedule (Exhibit A).

Fiscal Impact: In accordance with the actual work done per project.

Alternative/Variations: No alternative actions recommended.

Recommendations: Recommendation #1 that the Council authorize entering into a Professional Services Agreement for Testing Services with American Engineering Testing, Inc. (AET) for various inspection services ending December 31, 2020.

Recommended By:

Approvals: **Signed By:** 
 Glenn Olson - Dir Public Works

Signed By: 
 Sharon Hanson Signer - City Administrator



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider LG220 Application for Exempt Permit for Holy Redeemer Church for September 28, 2019
Background Information:	This LG220 application of Exempt Permit is for Holy Redeemer Church to hold a raffle on September 28, 2019 at Brau Brothers, 1010 E. Southview Dr., Marshall, Minnesota
Fiscal Impact:	There is no City fee for this permit.
Alternative/ Variations:	Not acknowledge this permit.
Recommendations:	BE IT RESOLVED, that the City Council hereby (1) grants local unit of government approval to Holy Redeemer Church to hold a raffle on September 28, 2019 at Brau Brothers, 1010 E. Southview Dr., Marshall, Minnesota, (2) acknowledges the receipt of LG220 Application of Exempt Permit, (3) waives the 30-day waiting period, and (4) authorizes and directs the appropriate city personnel to complete and sign the LG220 Application for Exempt Permit on behalf of the City of Marshall

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Holy Redeemer Church Previous Gambling Permit Number: _____

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

Mailing Address: 503 W Lyon St

City: Marshall State: MN Zip: 56258 County: Lyon

Name of Chief Executive Officer (CEO): Fr. Mark Steffl

CEO Daytime Phone: 507-532-5711 CEO Email: msteffl@holy-redeemer.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): lnelson@holy-redeemer

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

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

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

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

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Brau Borthers Burgers n Brew

Physical Address (do not use P.O. box): 1010 E. Southview Dr. Marshall, MN 56258

Check one:

City: Marshall Zip: 56258 County: Lyon

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): September 28, 2019

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

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

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

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

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

Print City Name: Marshall

Signature of City Personnel: _____

Title: _____ Date: _____

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

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

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: *Fr. Mark Steffl* Date: 6/6/19
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr. Mark Steffl

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider Amendments to the Fund Balance Policy
Background Information:	<p>Staff propose amendments to the Fund Balance Policy. During the long-term financial plan study conducted by AEM, it was recommended to reduce the City’s fund balance policy from 50 to 40 percent of next year’s budgeted expenditures to start funding capital improvements using cash instead of bonding.</p> <p>Information was gathered from 4 of Marshall’s comparable cities on what their fund balance policy states. The fund balance policies ranged from 30 to 60 percent.</p> <p>The Office of the State Auditor’s Office recommends unrestricted fund balances of approximately 35 to 50 percent.</p> <p>With this fund balance policy change, the City can begin to finance capital improvement projects using available cash and avoid interest and fees associated with bonding.</p> <p>This policy is being brought for final approval by the Council after recommendation by the Ways and Means Committee.</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	Approve Amendments to the Fund Balance Policy

ADMINISTRATIVE POLICY

Revised: June 11, 2019

FUND BALANCE POLICY

I. PURPOSE

- A. The purpose of this policy is to establish specific rules the City of Marshall will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids, are received in the second half of the City's fiscal year.
- B. The purpose of this policy is to also establish specific rules the City of Marshall will use to classify fund balances into categories; based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in these funds can be spent.

II. CLASSIFICATION OF FUND BALANCE

A. Non-spendable

- 1. This category includes fund balance that cannot be spent because it is either (a) not in spendable form or (b) is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

B. Restricted

- 1. Fund balance should be reported as restricted when constraints placed on those resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

C. Committed

- 1. Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- 2. The City's highest level of decision making authority (City Council) will, annually or as deemed necessary, commit specific revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period however, the amount to be subject to the constraint may be determined in the subsequent period.

D. Assigned

1. Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
2. The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the Finance Director.

E. Unassigned

1. Unassigned fund balance represents the residual classification for the General fund. It includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.

F. Unrestricted Fund

- a. The term "Unrestricted Fund Balance" shall include the sum of the committed, assigned, and unassigned fund balances.
- b. It is the City's policy to maintain an unrestricted fund balance in the General Fund and the Economic Development Special Revenue Fund (208) of an amount not less than 40% of the next year's budgeted expenditures.
- c. If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be funded by revenue and/or expenditure adjustments within the next year's budgeting process.

III. DESIGNATION OF ENTERPRISE FUNDS

1. It is the City's goal to maintain an unrestricted fund balance in each Enterprise Fund in an amount of at least 25% of the annual operating costs plus one year of debt service payments
 - a. The Liquor fund shall be exempt from this provision since the majority of the profits are transferred to the General fund
 - b. In addition, the Wastewater Treatment Fund shall add to its designated cash & investments account (called capital reserve) an amount equal to 1/3 of its annual depreciation an effort to fund future improvements. The City Council shall determine the use of these reserves.
 - c. If the unrestricted fund balance falls below the minimum goal level, the replenishment will be funded by revenue and/or expense adjustments in future budgeting processes.

IV. STABILIZATION ARRANGEMENTS

- A. Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise.
- B. The City will set aside amounts by resolution as deemed necessary that can only be expended when certain specific circumstances exist. The resolution will identify and describe the specific circumstances under which a need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely.

V. MONITORING AND REPORTING

- A. The City Administrator and Director of Administrative Services shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the annual audit. General Fund and Economic Development Special Revenue Fund (208) balances in excess of 40% shall be reviewed by the City Council to determine if such excess should be transferred to other funds to be used as a financing source for capital improvements, equipment purchases, or other needs as determined by City Council.
- B. When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.
- C. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order: 1.) committed 2.) assigned and 3.) unassigned.
- D. A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

Passed and adopted by the Common Council this 11th day of June , 2019.

THE COMMON COUNCIL

ATTEST:

Mayor of the City of Marshall, MN

City Clerk

ADMINISTRATIVE POLICY

Revised: June 11, 2019

FUND BALANCE POLICY

I. PURPOSE

- A. The purpose of this policy is to establish specific rules the City of Marshall will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids, are received in the second half of the City's fiscal year.
- B. The purpose of this policy is to also establish specific rules the City of Marshall will use to classify fund balances into categories; based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in these funds can be spent.

II. CLASSIFICATION OF FUND BALANCE

A. Non-spendable

- 1. This category includes fund balance that cannot be spent because it is either (a) not in spendable form or (b) is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

B. Restricted

- 1. Fund balance should be reported as restricted when constraints placed on those resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

C. Committed

- 1. Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- 2. The City's highest level of decision making authority (City Council) will, annually or as deemed necessary, commit specific revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period however, the amount to be subject to the constraint may be determined in the subsequent period.

~~3. To remove the constraint on specified use of committed resources the City Council shall pass a resolution.~~

D. Assigned

1. Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
2. The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the Finance Director.

E. Unassigned

1. Unassigned fund balance represents the residual classification for the General fund. It includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.

F. Unrestricted Fund

- a. The term "Unrestricted Fund Balance" shall include the sum of the committed, assigned, and unassigned fund balances.
- b. ~~It is the City's policy to will~~ maintain an unrestricted fund balance in the General Fund and the Economic Development Special Revenue Fund (208) of an amount not less than 5.40% of the next year's budgeted expenditures. ~~This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids, are received in the second half of the City's fiscal year.~~
 - a. ~~The City will maintain an unrestricted fund balance for emergency or unanticipated expenditures in the General fund of an amount not less than 1-month of the next year's budgeted expenditures of the General fund.~~
 - b. ~~According to the Governmental Accounting Standards Board (GASB) Statement 45, the City of Marshall is required to have an actuarial valuation of the City's Other Post-Employment Benefits (OPEBs) completed every two years. This actuarial valuation considers post retirement medical, dental and life insurance and also severance pay including accrued vacation and sick leave. Based upon the benefits and census information, the actuarial valuation is computed for the City's annual contribution for two years; which shall be maintained as an unrestricted fund balance in each respective City fund.~~

~~—If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be funded by revenue and/or expenditure adjustments within the next year's budgeting process.~~
- c.

III. ~~DESIGNATION OF ENTERPRISE FUNDS NET ASSETS~~

III.

~~1. The City will maintain a restricted net asset balance in the Enterprise funds of an amount not less than 25% of the next year's budgeted expenditures of each individual Enterprise fund. This will assist in maintaining an adequate level of funds for cash flow requirements and contingency.~~

1. It is the City's goal to maintain an unrestricted fund balance in each Enterprise Fund in an amount of at least 25% of the annual operating costs plus one year of debt service payments

a. The Liquor fund shall be exempt from this provision since the majority of the profits are transferred to the General fund

~~a.b.~~ In addition, the Wastewater Treatment Fund shall add to its designated cash & investments account (called capital reserve) an amount equal to 1/3 of its annual depreciation an effort to fund future improvements. The City Council shall determine the use of these reserves.

c. If the unrestricted fund balance falls below the minimum goal level, the replenishment will be funded by revenue and/or expense adjustments in future budgeting processes.

IV. STABILIZATION ARRANGEMENTS

~~A.~~ Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise.

A.

B. The City will set aside amounts by resolution as deemed necessary that can only be expended when certain specific circumstances exist. The resolution will identify and describe the specific circumstances under which a need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely.

V. MONITORING AND REPORTING

A. The City Administrator and Director of Administrative Services ~~City Clerk~~ shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the annual audit. General Fund and Economic Development Special Revenue Fund (208) balances in excess of 40% shall be reviewed by the City Council to determine if such excess should be transferred to other funds to be used as a financing source for capital improvements, equipment purchases, or other needs as determined by City Council.

B. When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

C. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order: 1.) committed 2.) assigned and 3.) unassigned.

D. A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

Passed and adopted by the Common Council this ~~26~~ 11th day of June ~~June~~, 201~~92~~.

THE COMMON COUNCIL

ATTEST:

Mayor of the City of Marshall, MN

City Clerk



MEMORANDUM

TO: Members of Marshall City Council

FROM: Tara Onken, EDA Director
Marcia Loeslie, EDA Assistant Director

DATE: June 6, 2019

SUBJECT: City of Marshall Abatement Policy – Proposed Changes

Action/Recommendation

Staff recommends a motion to accept the proposed updates to the Tax Abatement Policy.

Background

Based upon feedback from City Council and now that we have went through the process of our first granted abatement (Harrison Truck Centers), staff has two recommendations for modifications to the tax abatement policy. The policy was initially adopted by City Council on January 8th, 2019.

The two proposed changes can be found in III. Qualification Standards section A. Minimum Required Standards and are as follows:

The first proposed change is under #2 – remove language of “The developer must demonstrate that the project is not financially feasible “but for” the use of tax abatement.” This is not required by statute. The proposal is to remove this item altogether – as council ultimately votes on the merits of any request that comes forward.

The second proposed change is #4 – to add “may be required” in regard to financial guarantees. So, depending upon the size of the project, financial guarantees, assessment agreements, letters of credit, etc. may be required, but they are not necessary in all cases. This should be a case by case determination.

Fiscal Impact

Not applicable

Alternative Actions

Not applicable.



City of Marshall Abatement Policy

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I. POLICY PURPOSE

A. GENERAL

The purpose of this policy is to establish the position of the City of Marshall (the ‘City’) and the Economic Development Authority (the ‘EDA’) with respect to the use of abatement for private development within the City. This policy shall be used as a guide in the application for review and consideration of any requests for abatement assistance.

The City of Marshall and EDA shall consider abatement for projects that serve to accomplish the City’s goals for economic development as they may change over time. The goals include facilitating projects that would result in the creation of quality jobs (i.e. stable employment and/or attractive wages and benefits) and the attraction, retention, expansion of business in the City and future tax base. This policy shall be used as a guide in the processing and review of applications requesting tax abatement assistance.

B. ABATEMENT

The City/EDA is granted the power to utilize tax abatement financing by the Minnesota Tax Abatement Act (*Minnesota Statutes, Section 469.1812 to 496.1815, as amended*). Tax abatement in the context is a rebate of taxes, rather than an exemption from paying property taxes. It is the intent of the City to provide the minimum tax abatement at the shortest term required for the project on a case by case basis, taking into consideration established policies, project criteria, and demand on city services in relation to the potential benefits from the project. Meeting policy criteria does not guarantee the award of tax abatement to the project. Approval or denial of one project is not intended to set precedent for approval or denial of another project.

The City reserves the right to approve or reject projects on a case by case basis, taking into consideration established policies, project criteria, and demand on City services in relation to the potential benefits from the project.

The City Council can deviate from this policy for projects that supersede the objectives identified herein.

C. DURATION

The City may grant an abatement for a period no longer than 15 years, except as follows;

The City, when proposing to abate taxes for a parcel, may make a written request to Lyon County or a school district in which a parcel is located to grant an abatement of county or school taxes for the property. If one of the two political subdivisions declines, in writing, to grant an abatement or if 90 days pass after receipt of the request to grant an abatement without a written response from one of the political subdivisions, the duration limit for an abatement for the parcel is increased to 20 years.

II. OBJECTIVES

A. PURPOSE OBJECTIVES

As a matter of adopted policy, the City will consider using the use of Tax Abatement to assist private development projects that will achieve one or more of the following objectives:

1. To enhance, diversify, or increase the City of Marshall’s economic base.

2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
3. To secure projects that provide value in the forms of needed transportation and other utility infrastructure improvement that would be completed in conjunction with the project.
4. To encourage additional unsubsidized private development in the area, either directly or indirectly through “spin off” development.
5. To facilitate the development process and to achieve development on sites which would not otherwise be developed but-for the use of Tax Abatement.
6. To remove blight and/or encourage redevelopment of commercial and industrial areas in the City that result in high quality redevelopment and private reinvestment.
7. To offset increased costs of redevelopment (i.e. contaminated site clean-up) over and above the costs normally incurred in development.
8. To create opportunities for affordable housing.
9. To secure projects that improve the quality of life in the City by providing a desirable good or service and address an unmet demand in the community.

III. QUALIFICATION STANDARDS

A. MINIMUM REQUIRED STANDARDS

All new abatement projects considered by the City/EDA must meet the following minimum qualifications. Project will be evaluated based on their ability to meet the desired qualification for assistance. However, it should not be presumed that a project meeting any or all of the qualifications will automatically be approved. All developers/businesses receiving tax abatement assistance from the City of Marshall shall be subject to the provisions and requirements set forth by State Statute 116J.993.

Abatement assistance shall be provided to private developers on a ‘pay-as-you-go’ basis which means any assistance is contingent upon prior receipt of taxes paid by the developer to the City. Request for ‘up front’ financing where the abatement is used to pay a bond will not be considered as part of this policy and may be inquired as a TIF (Tax Increment Financing) project.

1. The project shall meet one or more of the objectives outlined in Section II of this Policy.
- ~~2. The developer must demonstrate that the project is not financially feasible “but for” the use of tax abatement.~~
- ~~3.~~2. The Developer shall provide any requested market and financial feasibility studies, appraisals, private lender commitment, business plan, and/or other information the City, EDA, or its financial consultant may require in order to process the request for assistance.

- 4.3. The Developer ~~may be required to~~ ~~must~~ provide adequate financial guarantees to ensure the completion of the project. These may include, but not limited to: assessment agreements, letter of credit, personal deficiency guarantees, maximum cost contract, etc.
- 5.4. The project shall comply with all provisions set forth in Minnesota's Tax Abatement Law (Minnesota Statutes 469.1812 to 469.1815) as amended.
- 6.5. No property tax abatement agreements shall be allowed on a parcel if the abatement will occur while the parcel is located in a tax increment financing district.
- 7.6. In any year, the total amount of property taxes abated by a political subdivision under this section may not exceed (1) ten percent of the net tax capacity of the political subdivision for the taxes payable year to which the abatement applies, or (2) \$200,000, whichever is greater. MN Statute 469.1813 sub. 8
- 8.7. The abatement request must be approved prior to any new construction or improvements being made to the proposed property. The abatement will only be calculated towards the improvement to the land.
- 9.8. Developments creating a higher ratio of property taxes paid before and after redevelopment will receive priority consideration.
- 10.9. Duration and amount limits shall be for the minimum amount necessary to meet the financial goals of the project.
- 11.10. Developer must be current on all property taxes on all properties located in the jurisdiction.

IV. EVALUATION CRITERIA

A. Evaluation of Request.

1. Confirmation that minimum qualifications are met.
2. Examination of the number of preferred qualifications met.
3. Extra consideration will be given to existing businesses seeking to expand and grow within the city. The extra consideration is an effort to support existing local business.
4. Whether or not the proposed project provides services lacking in the city, or services which are needed.
5. The adequacy of the Developer's financial guarantees to ensure completion of the project including, but not limited to: assessment agreements, letters of credit. personal guaranties, or additional documentation as necessary.

V. ADMINISTRATION

A. Application

1. The City's abatement programs shall be administered by the Marshall Economic Development Authority (EDA); however, the City Council shall take action to approve/deny a financing request.
2. A completed, written application and a fee as required under the City of Marshall Fee Resolution shall be paid to the EDA at the time of the submittal of final application.

B. Approval Process

1. The approval process for a proposal may take anywhere from three weeks to three months including any required public hearings.
2. The typical process is as follows:
 - a) City staff/ EDA reviews the application on a preliminary basis; request additional information as needed
 - b) Completion of a preliminary application form submitted to EDA Director
 - c) City Staff/EDA review completed application as to the feasibility of the project. The City Staff/EDA prepare a preliminary recommendation to the City Council regarding;
 - a. The completeness of the application.
 - b. Whether the application meets the goals of this policy.
 - c. Whether the application complies with the criteria established in the policy.
 - d) The preliminary recommendation shall be placed on the EDA agenda for Concept Review. The applicant may make a formal presentation of the project.
 - e) If the EDA's preliminary Concept Review is positive, the applicant may file a final application accompanied by an application fee.
 - f) If Planning Commission action is required, it will be necessary for the applicant, at this time, to make application to the Commission for Concept Review.
 - g) A public hearing will be set at which the City will consider a final recommendation related to the final application. Following the necessary financial analysis and preparation of detailed plans, the City shall act on the project as required in Tax Abatement statutes. If approved, EDA will be directed

to prepare a development agreement and/or business Subsidy agreement based upon the terms approved.

- h) If a redevelopment plan or zoning action is required, the Planning Commission and City Council shall take the appropriate action at the same time the redevelopment agreement is considered for approval.

VI. OTHER POLICY ISSUES

A. Public Use of Tax Increment

The City and EDA shall follow applicable state laws in term of potential public improvement financing with abatements. It shall be the general policy of the City and EDA to identify public improvements at the time of adoption or amendment to the abatement.

B. Assignment of Agreement

The abatement agreement shall not be assigned to a third party without prior written approval by the City Council.

PASSED AND DULY ADOPTED this ____ day of _____, 201_ by the City of Marshall.

Mayor

Attest _____
City Administrator



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider approval of the bills/project payments
Background Information:	Staff encourages the City Council Members to contact staff in advance of the meeting regarding these items if there are questions. Construction contract questions are encouraged to be directed to Director of Public Works Glenn Olson at 537-6773 or Finance Director Karla Drown at 537-6764
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	That the following bills and project payments be authorized for payment

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-1	ONE TIME VENDOR TAQUERIA EL GUERRE	I-201905293503	101-32128	TRANSIENT MER TAQUERIA EL GUERRERITO:REFUND	113275	131.25	
01-1325	ICMA RETIREMENT TRUST # I-31 201905293504		101-21253	DEFERRED COMP ICMA DEFERRED COMP	113245	300.00	
01-1614	MARSHALL COMMUNITY SERV I-201905283494		101-11270	CHANGE FUND - MAC PETTY CASH	113252	150.00	
01-1757	MN CHILD SUPPORT PAYMEN I-C12201905293504		101-21262	CHILD SUPPORT #0014992937	113255	356.25	
01-4442	WHYTE, SHAWN I-201905283500		101-32267	DRIVEWAY PERM REISSUE CK 111025	113284	300.00	
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	1,237.50

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0151 POLICE ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0975	DEPUTY REGISTRAR #32	I-409XGT	101-50151-3437	LICENSES AND 2G1WA5EK3A1197629	113235	11.00
01-1199	GRAHAM TIRE AND AUTOMOT	I-9318540	101-50151-2221	EQUIPMENT REP .	113240	276.00
01-1508	LOCKWOOD MOTORS INC.	I-056628041900	101-50151-2221	EQUIPMENT REP CAR WASHES	113249	29.76
01-1945	NORMS GTC	I-7480-94630	101-50151-2221	EQUIPMENT REP BRAKE PAD SET 1508	113258	69.99
		I-7480-94889	101-50151-2221	EQUIPMENT REP WIPER BLADES 2009 MALIBU	113258	35.98
01-4140	KRUSE FORD-LINCOLN-MERC	I-122938	101-50151-2221	EQUIPMENT REP BOLT FOR 1508	113248	15.00
01-4522	ST LOUIS MRO INC.	I-47003	101-50151-3311	GENERAL PROFE PRE-EMPLOYMENT SCREENING	113272	49.00
01-6145	GARY L FISCHLER & ASSOC	I-11127	101-50151-3311	GENERAL PROFE EVALUATION	113239	625.00
01-6166	PULVER MOTOR SVC, LLC	I-153505	101-50151-3436	TOWING CHARGE ICR# 19-8368	113263	75.00
DEPARTMENT 0151 POLICE ADMINISTRATION					TOTAL:	1,186.73

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0176 AQUATIC CENTER
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 3

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2318	SOUTHWEST SANITATION IN	I-201905283499	101-70176-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
01-5813	ACE HOME & HARDWARE	I-92683	101-70176-2211	GENERAL SUPPL ADAPTER HOSE	113223	6.59
DEPARTMENT 0176 AQUATIC CENTER					TOTAL:	6.59

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0211 STREET ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 4

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1020	DUININCK BROS., INC.	I-535667	101-60211-2227	OTHER REPAIRS TACK OIL	113236	750.00
01-1243	HARDWARE HANK	I-45452	101-60211-2221	EQUIPMENT REP PAINT SPRAYER SWITCH	113242	15.89
		I-45561	101-60211-2221	EQUIPMENT REP SMALL ENGINES	113242	24.94
		I-45568	101-60211-2221	EQUIPMENT REP GATE MACHINE	113242	6.95
		I-45611	101-60211-2221	EQUIPMENT REP CEMENT MIXER	113242	15.88
		I-45722	101-60211-2221	EQUIPMENT REP PORTABLE WELDER	113242	12.99
		I-63923	101-60211-2221	EQUIPMENT REP SMALL ENGINE FILTERS	113242	19.84
01-1945	NORMS GTC	I-7480-94749	101-60211-2221	EQUIPMENT REP P7 BULBS	113258	12.00
		I-7480-94759	101-60211-2221	EQUIPMENT REP EXTENSION PIPE #4	113258	9.99
		I-7480-94767	101-60211-2221	EQUIPMENT REP #4 HOSE CLAMP	113258	10.74
01-2318	SOUTHWEST SANITATION IN	I-201905283499	101-60211-3384	REFUSE DISPOS 04/19 SVC	113270	145.22
		I-201905283499	101-60211-3384	REFUSE DISPOS 04/19 SVC	113270	46.74
01-2477	UNIQUE PAVING MATERIALS	I-44536	101-60211-2227	OTHER REPAIRS POTHOLE PATCH	113278	1,923.95
01-3968	TRAFFIC CONTROL CORP.	I-112937	101-60211-2211	GENERAL SUPPL SIGNAL LIGHT ARROW	113277	126.00
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	3,121.13

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0682	BEACON ATHLETICS					
		I-0505821-IN	101-70276-2211	GENERAL SUPPL CHALK	113228	1,115.80
01-1515	LOUWAGIE, RICHARD					
		I-201905283492	101-70276-2227	OTHER REPAIRS SEWER ROOTING-FREEDOM	113250	150.00
01-1533	PRAIRIE PRIDE COOPERATI					
		I-7375	101-70276-2211	GENERAL SUPPL PROPANE	113262	54.00
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	101-70276-3384	REFUSE DISPOS 04/19 SVC	113270	146.47
		I-201905283499	101-70276-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
		I-201905283499	101-70276-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
01-3819	DACOTAH PAPER CO					
		I-67696	101-70276-2211	GENERAL SUPPL SUPPLIES	113234	30.72
01-4118	WALMART BUSINESS					
		I-007170	101-70276-2254	GEN MDSE PURC BALLFIELD CONCESSIONS	113282	68.53
		I-010185	101-70276-2211	GENERAL SUPPL SUPPLIES	113282	23.28
		I-025871	101-70276-2254	GEN MDSE PURC ASC CONCESSIONS	113282	89.07
01-4629	ACTION MANUFACTURING IN					
		I-11121	101-70276-2227	OTHER REPAIRS BAT/HELMET RACKS	113224	224.00
		I-11122	101-70276-2227	OTHER REPAIRS BIKE SHARE POSTS	113224	45.00
01-4734	TESSMAN SEED COMPANY					
		I-S293161-IN	101-70276-2211	GENERAL SUPPL WEES SPRAY	113276	2,992.50
01-5095	KIBBLE EQUIPMENT					
		I-1882928	101-70276-2221	EQUIPMENT REP SEALS	113247	61.04
		I-1884947	101-70276-2221	EQUIPMENT REP GEAR OIL	113247	47.36
01-5813	ACE HOME & HARDWARE					
		I-92600	101-70276-2211	GENERAL SUPPL SCREWS	113223	35.93
		I-92740	101-70276-2221	EQUIPMENT REP BEARING	113223	12.60
01-6113	VERSA-VEND VENDING INC					
		I-2112:009084	101-70276-2254	GEN MDSE PURC BF CONCESSIONS	113238	271.42
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						5,367.72

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0352 FIRE SERVICES
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	101-50352-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
01-6324	HOOK, MATT					
		I-1880	101-50352-2223	BUILDING REPA 05/22/19 SVC	113269	50.00
			DEPARTMENT 0352	FIRE SERVICES	TOTAL:	50.00

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0364 AIRPORT
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0629	ARNOLD MOTOR SUPPLY	I-02NV020114	101-60364-2212	MOTOR FUELS, OSHKOSH BLOWER	113226	60.71
01-2096	QUARNSTROM & DOERING, P	I-M2148-100,S71952	101-60364-3313	LEGAL FEES HELENA RELOCATION	113264	1,280.00
01-2318	SOUTHWEST SANITATION IN	I-201905283499	101-60364-3384	REFUSE DISPOS 04/19 SVC	113270	240.00
01-3606	CBA LIGHTING & CONTROLS	I-190146	101-60364-2211	GENERAL SUPPL RUNWAY LIGHTING	113232	714.68
01-5729	ERECT A TUBE	I-00049800	101-60364-2223	BUILDING REPA T HANGARS	113237	146.43
DEPARTMENT 0364 AIRPORT					TOTAL:	2,441.82

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0453 ANIMAL IMPOUNDMENT
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 8

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	101-50453-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
01-4118	WALMART BUSINESS					
		I-007746	101-50453-2211	GENERAL SUPPL KENNEL SUPPLIES	113282	112.09
			DEPARTMENT 0453 ANIMAL IMPOUNDMENT	TOTAL:		112.09

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0671 CABLE COMMISSION
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

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BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4118	WALMART BUSINESS	I-008029	101-40671-2211	GENERAL SUPPL TV'S & MEMORY CARD	113282	441.98
			DEPARTMENT 0671	CABLE COMMISSION	TOTAL:	441.98

PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0741 CITY ADMINISTRATION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2312	SOUTHWEST HUMAN RESOURC	I-201905283491	101-40741-3331	TRAVEL, CONFE EMPLOYMENT LAW SEMINAR	113268	40.00
DEPARTMENT 0741 CITY ADMINISTRATION					TOTAL:	40.00

PACKET: 06876 Regular Payments

VENDOR SET: 01

FUND : 101 GENERAL FUND

DEPARTMENT: 0772 CS YOUTH ACTIVITIES

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4118	WALMART BUSINESS					
		I-030657	101-70772-2211	GENERAL SUPPL ASP	113282	44.59
	PROJ: 500-2211		AFTER SCHOOL CLUBS	GENERAL SUPPLIES		
DEPARTMENT 0772 CS YOUTH ACTIVITIES					TOTAL:	44.59

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0879 COMM ED-WINTER
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1637	MARSHALL PUBLIC SCHOOLS					
		I-11260	101-70879-2211	GENERAL SUPPL OFFSET WOODWORKING FEES	113253	200.00
	PROJ: 164-2211		WOODWORKING	GENERAL SUPPLIES		
				DEPARTMENT 0879 COMM ED-WINTER	TOTAL:	200.00

5/30/2019 4:25 PM
PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 101 GENERAL FUND
DEPARTMENT: 0931 APPRAISING & ASSESSING
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4424	MAAP					
		I-201905283493	101-40931-3331	TRAVEL, CONFE 2019 MAAP WORKSHOP	113251	95.00
01-4429	VANGUARD APPRAISALS, IN					
		I-14079	101-40931-3405	MAINTENANCE A ANNUAL SOFTWARE FEE	113279	962.50
		I-16104	101-40931-3405	MAINTENANCE A ANNUAL SOFTWARE FEE	113279	8,025.00
				DEPARTMENT 0931 APPRAISING & ASSESSING TOTAL:		9,082.50

PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0979 RECREATION-WINTER
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1637	MARSHALL PUBLIC SCHOOLS					
		I-201905283496	101-70979-3314	INSTRUCTORS F HELP W/CULTURE FEST	113253	215.00
	PROJ: 100-3314		CULTURE CONFERENCE	INSTRUCTORS FEES		
DEPARTMENT 0979 RECREATION-WINTER					TOTAL:	215.00

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1945	NORMS GTC	I-7480-94912	101-41231-2223	BUILDING REPA AC BELTS	113258	31.58
01-1961	NORTHERN SAFETY COMPANY	I-903470734	101-41231-2215	SAFETY WEAR & SUPPLIES	113259	125.77
01-2318	SOUTHWEST SANITATION IN	I-201905283499	101-41231-3384	REFUSE DISPOS 04/19 SVC	113270	108.90
01-4980	MENARDS INC	I-40364	101-41231-2245	EQUIPMENT/TOO PRESSURE NOZZLE	113254	145.96
01-5733	VAST BROADBAND	I-015038701-0519-1	101-41231-3321	TELEPHONE & C 05/24-06/23/19	113280	27.97
DEPARTMENT 1231 MUNICIPAL BLDG MAINT					TOTAL:	440.18

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	101-42071-3384	REFUSE DISPOS 04/19 SVC	113270	129.54
01-4118	WALMART BUSINESS					
		I-009379	101-42071-2211	GENERAL SUPPL SUPPLIES	113282	45.51
		I-013869	101-42071-2211	GENERAL SUPPL PROGRAMMING	113282	48.38
		I-030627	101-42071-2211	GENERAL SUPPL SUPPLIES	113282	12.32
		I-030970	101-42071-2211	GENERAL SUPPL PROGRAMMING	113282	44.73
DEPARTMENT 2071 ADULT COMMUNITY CTR					TOTAL:	280.48
FUND 101 GENERAL FUND					TOTAL:	24,268.31

PACKET: 06876 Regular Payments

VENDOR SET: 01

FUND : 258 ASC ARENA

DEPARTMENT: 0579 AMATEUR SPORTS CENTER

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0689	BEND RITE FABRICATION I	I-42114	258-70579-2227	OTHER REPAIRS REPAIR SKATING WALKERS	113229	35.00
01-2318	SOUTHWEST SANITATION IN	I-201905283499	258-70579-3384	REFUSE DISPOS 04/19 SVC	113270	810.68
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	845.68
FUND 258 ASC ARENA					TOTAL:	845.68

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 270 MERIT
 DEPARTMENT: 0551 MERIT OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	270-50551-3384	REFUSE DISPOS 04/19 SVC	113270	35.20
01-4118	WALMART BUSINESS					
		I-007287	270-50551-2211	GENERAL SUPPL SUPPLIES FOR CLASS	113282	7.96
		I-007717	270-50551-2211	GENERAL SUPPL SUPPLIES	113282	25.87
		I-015431	270-50551-2211	GENERAL SUPPL SUPPLIES FOR SFST CLASS	113282	100.09
		I-016540	270-50551-2211	GENERAL SUPPL SUPPLIES FOR SFST CLASS	113282	32.86
01-6358	TALL GRASS LIQUORS					
		I-2628032	270-50551-2211	GENERAL SUPPL SUPPLIES FOR SFST CLASS	113274	151.98
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	353.96
FUND 270 MERIT					TOTAL:	353.96

PACKET: 06876 Regular Payments

VENDOR SET: 01

FUND : 462 2017 PUBLIC IMPROVE/EQUIP

DEPARTMENT: 0211 STREET ADMINISTRATION

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2096	QUARNSTROM & DOERING, P					
		I-M2267-100,S72177	462-60211-5570	INFRASTRUCTUR COMMERCE IND PK ADDITION	113264	2,268.00
	PROJ: Z47-5570		COMMERCE INDUSTRIAL PARK	INFRASTRUCTURE		
					DEPARTMENT 0211 STREET ADMINISTRATION	TOTAL: 2,268.00
					FUND 462 2017 PUBLIC IMPROVE/EQUIP	TOTAL: 2,268.00

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0689	BEND RITE FABRICATION I	I-42200	602-90581-2211	GENERAL SUPPL IRON	113229	19.40
01-1256	HAWKINS INC	I-4506897	602-90581-2211	GENERAL SUPPL FERRIC CHLORIDE	113243	5,133.33
01-1877	MOTION INDUSTRIES INC	I-MN01-172118	602-90581-2211	GENERAL SUPPL MATERIALS	113257	34.79
01-2318	SOUTHWEST SANITATION IN	I-201905283499	602-90581-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
		I-201905283499	602-90581-3384	REFUSE DISPOS 04/19 SVC	113270	269.79
01-4118	WALMART BUSINESS	I-022132	602-90581-2211	GENERAL SUPPL SUPPLIES	113282	35.64
01-5825	HEFTY SEED CO	I-11000791	602-90581-2211	GENERAL SUPPL FERTILIZER, WEED KILLER	113244	405.00
01-5860	CENTRAL STATES GROUP	I-7018709-00	602-90581-2221	EQUIPMENT REP GASKET FOR ATAD PIPING	113233	672.82
01-6318	STERLING EQUIPMENT & RE	I-17423	602-90581-2212	MOTOR FUELS, FILTERS-SKIDLOADER	113273	97.51
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	6,668.28
FUND 602 WASTEWATER OPERATING					TOTAL:	6,668.28

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1399	JOHNSON BROTHERS LIQUOR					
		C-543369	609-90991-3333	FREIGHT .	113246	1.69-
		I-1296155	609-90991-3333	FREIGHT .	113246	144.63
		I-1296156	609-90991-3333	FREIGHT .	113246	203.22
01-1533	PRAIRIE PRIDE COOPERATI					
		I-1-68505	609-90991-2227	OTHER REPAIRS .	113262	127.39
01-2036	PHILLIPS WINE AND SPIRI					
		C-330114	609-90991-3333	FREIGHT .	113261	10.14-
		I-2559181	609-90991-3333	FREIGHT .	113261	74.22
		I-2559182	609-90991-3333	FREIGHT .	113261	42.25
01-2318	SOUTHWEST SANITATION IN					
		I-201905283499	609-90991-3384	REFUSE DISPOS 04/19 SVC	113270	0.00
		I-201905283499	609-90991-3384	REFUSE DISPOS 04/19 SVC	113270	216.45
01-4118	WALMART BUSINESS					
		I-011337	609-90991-2211	GENERAL SUPPL SUPPLIES	113282	2.78
		I-014532	609-90991-2211	GENERAL SUPPL SUPPLIES	113282	31.54
		I-017364	609-90991-2211	GENERAL SUPPL SUPPLIES	113282	21.38
01-4457	BREAKTHRU BEVERAGE					
		I-1080974335	609-90991-3333	FREIGHT .	113231	93.73
		I-1080974336	609-90991-3333	FREIGHT .	113231	22.20
01-4594	VINOCUPIA					
		I-0233527-IN	609-90991-3333	FREIGHT .	113281	27.50
01-4739	ABOVE THE FOLD PUBLISHI					
		I-166	609-90991-3345	ADVERTISING ADVERTISING	113222	67.50
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1822838	609-90991-3333	FREIGHT .	113267	51.40
		I-1822839	609-90991-3333	FREIGHT .	113267	8.40
		I-1822840	609-90991-3333	FREIGHT .	113267	1.20
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	1,123.96

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0992 LIQUOR PURCHASES
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0630	ARCTIC GLACIER					
		I-1947914405	609-90992-2254	GEN MDSE PURC .	113225	243.97
		I-1949914705	609-90992-2254	GEN MDSE PURC .	113225	318.59
01-0699	BEVERAGE WHOLESALERS					
		I-060469	609-90992-2254	GEN MDSE PURC .	113230	15.60
		I-060469	609-90992-2252	BEER PURCHASE .	113230	27,195.25
		I-060470	609-90992-2252	BEER PURCHASE .	113230	220.25
		I-060470	609-90992-2254	GEN MDSE PURC .	113230	482.50
		I-060471	609-90992-2252	BEER PURCHASE .	113230	320.00
		I-061328	609-90992-2252	BEER PURCHASE .	113230	7,148.48
		I-061329	609-90992-2254	GEN MDSE PURC .	113230	167.00
		I-061329	609-90992-2252	BEER PURCHASE .	113230	175.00
		I-061519	609-90992-2252	BEER PURCHASE .	113230	638.40
01-1399	JOHNSON BROTHERS LIQUOR					
		C-543369	609-90992-2253	WINE PURCHASE .	113246	44.15-
		I-1296155	609-90992-2251	LIQUOR PURCHA .	113246	7,456.09
		I-1296156	609-90992-2253	WINE PURCHASE .	113246	6,454.95
01-2036	PHILLIPS WINE AND SPIRI					
		C-330113	609-90992-2251	LIQUOR PURCHA .	113261	54.18-
		C-330114	609-90992-2253	WINE PURCHASE .	113261	238.00-
		C-330115	609-90992-2251	LIQUOR PURCHA .	113261	1.50-
		I-2559181	609-90992-2251	LIQUOR PURCHA .	113261	4,835.26
		I-2559182	609-90992-2253	WINE PURCHASE .	113261	1,090.00
01-4457	BREAKTHRU BEVERAGE					
		C-2080236559	609-90992-2252	BEER PURCHASE .	113231	69.60-
		C-2080236559	609-90992-2253	WINE PURCHASE .	113231	1,724.73-
		C-2080236559	609-90992-2254	GEN MDSE PURC .	113231	40.95-
		C-2080236559	609-90992-2251	LIQUOR PURCHA .	113231	104.00-
		I-1080974334	609-90992-2252	BEER PURCHASE .	113231	122.75
		I-1080974335	609-90992-2254	GEN MDSE PURC .	113231	284.95
		I-1080974335	609-90992-2251	LIQUOR PURCHA .	113231	5,646.23
		I-1080974336	609-90992-2253	WINE PURCHASE .	113231	823.26
01-4594	VINOUCPIA					
		I-0233527-IN	609-90992-2253	WINE PURCHASE .	113281	744.00
		I-0233527-IN	609-90992-2251	LIQUOR PURCHA .	113281	1,379.46
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1822838	609-90992-2251	LIQUOR PURCHA .	113267	5,366.83
		I-1822839	609-90992-2253	WINE PURCHASE .	113267	612.00
		I-1822840	609-90992-2251	LIQUOR PURCHA .	113267	149.45
01-5447	ARTISAN BEER COMPANY					
		I-3347272	609-90992-2252	BEER PURCHASE .	113227	255.00

5/30/2019 4:25 PM
 PACKET: 06876 Regular Payments
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0992 LIQUOR PURCHASES
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 23

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5867	ROUND LAKE VINEYARDS & I-1804		609-90992-2253	WINE PURCHASE .	113265	1,386.00
01-6127	GRANDVIEW VALLEY WINERY I-13300 I-13651		609-90992-2253 609-90992-2253	WINE PURCHASE . WINE PURCHASE .	113241 113241	396.00 1,056.00
01-6391	PAINTED PRAIRIE VINEYAR I-000020		609-90992-2253	WINE PURCHASE .	113260	480.00
DEPARTMENT 0992 LIQUOR PURCHASES					TOTAL:	73,186.16
FUND 609 LIQUOR					TOTAL:	74,310.12

PACKET: 06876 Regular Payments
VENDOR SET: 01
FUND : 630 SURFACE WATER MGT UTILITY
DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1945	NORMS GTC	I-7480-94699	630-90661-2221	EQUIPMENT REP FITTINGS, HOSES	113258	37.15
DEPARTMENT 0661 SURFACE WATER MGT UTILITY						TOTAL: 37.15
FUND 630 SURFACE WATER MGT UTILITY						TOTAL: 37.15

PACKET: 06876 Regular Payments

VENDOR SET: 01

FUND : 802 FIRE DEPT SCHOLARSHIP

DEPARTMENT: 0352 ** INVALID DEPT **

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-1845	MN WEST COMMUNITY & TEC						
		I-201905293501	802-50352-3317	SCHOLARSHIPS FIRE DEPT SCHOLARSHIP	113256	100.00	
01-4641	SDSU						
		I-201905293502	802-50352-3317	SCHOLARSHIPS FIRE DEPT SCHOLARSHIP	113266	100.00	
					DEPARTMENT 0352 ** INVALID DEPT **	TOTAL:	200.00
					FUND 802 FIRE DEPT SCHOLARSHIP	TOTAL:	200.00
						REPORT GRAND TOTAL:	108,951.50

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG
2019-2020	101-11270	CHANGE FUND - COMMUNITY SE	150.00						
	101-21253	DEFERRED COMP - ICMA	300.00						
	101-21262	CHILD SUPPORT	356.25						
	101-32128	TRANSIENT MERCH*NON-EXPENS	131.25	945-		206.25-			
	101-32267	DRIVEWAY PERMIT*NON-EXPENS	300.00	3,000-		2,250.00-			
	101-40671-2211	GENERAL SUPPLIES	441.98	5,000		2,018.23			
	101-40741-3331	TRAVEL, CONFERENCES AND SC	40.00	7,020		3,846.47			
	101-40931-3331	TRAVEL, CONFERENCES AND SC	95.00	3,475		2,483.39			
	101-40931-3405	MAINTENANCE AGREEMENTS	8,987.50	8,987		0.00			
	101-41231-2215	SAFETY WEAR & EQUIPMENT	125.77	500		237.06			
	101-41231-2223	BUILDING REPAIR & MAINTENA	31.58	6,150		5,403.09			
	101-41231-2245	EQUIPMENT/TOOLS UP TO \$500	145.96	4,400		942.77			
	101-41231-3321	TELEPHONE & CELLULAR PHONE	27.97	1,400		905.79			
	101-41231-3384	REFUSE DISPOSAL	108.90	1,632		1,207.90			
	101-42071-2211	GENERAL SUPPLIES	150.94	10,815		7,125.45			
	101-42071-3384	REFUSE DISPOSAL	129.54	1,734		1,215.84			
	101-50151-2221	EQUIPMENT REPAIR & MAINTEN	426.73	10,000		6,489.63			
	101-50151-3311	GENERAL PROFESSIONAL SERVI	674.00	145,000		138,836.19			
	101-50151-3436	TOWING CHARGES	75.00	15,000		10,685.00			
	101-50151-3437	LICENSES AND TAXES, PERMIT	11.00	400		378.00			
	101-50352-2223	BUILDING REPAIR & MAINTENA	50.00	8,000		4,562.02			
	101-50352-3384	REFUSE DISPOSAL	0.00	1,020		1,020.00			
	101-50453-2211	GENERAL SUPPLIES	112.09	400		199.75			
	101-50453-3384	REFUSE DISPOSAL	0.00	102		88.90			
	101-60211-2211	GENERAL SUPPLIES	126.00	14,500		7,945.00			
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	129.22	71,500		16,591.65			
	101-60211-2227	OTHER REPAIRS & MAINTENANC	2,673.95	290,100		274,820.98			
	101-60211-3384	REFUSE DISPOSAL	191.96	4,386		3,597.16			
	101-60364-2211	GENERAL SUPPLIES	714.68	14,000		8,491.44			
	101-60364-2212	MOTOR FUELS, LUBRICANTS &	60.71	13,000		2,731.01			
	101-60364-2223	BUILDING REPAIR & MAINTENA	146.43	8,500		7,346.46			
	101-60364-3313	LEGAL FEES	1,280.00	500		780.00-	Y		
	101-60364-3384	REFUSE DISPOSAL	240.00	3,264		2,316.85			
	101-70176-2211	GENERAL SUPPLIES	6.59	36,000		34,589.12			
	101-70176-3384	REFUSE DISPOSAL	0.00	459		459.00			
	101-70276-2211	GENERAL SUPPLIES	4,252.23	55,000		27,082.68			
	101-70276-2221	EQUIPMENT REPAIR & MAINTEN	121.00	18,000		9,135.37			
	101-70276-2227	OTHER REPAIRS & MAINTENANC	419.00	150,000		144,016.24			
	101-70276-2254	GEN MDSE PURCHASES	429.02	19,000		12,938.63			
	101-70276-3384	REFUSE DISPOSAL	146.47	4,080		3,785.13			
	101-70772-2211	GENERAL SUPPLIES	44.59	1,400		875.59			
	101-70879-2211	GENERAL SUPPLIES	200.00	3,200		2,321.09			
	101-70979-3314	INSTRUCTORS FEES	215.00	11,000		6,625.00			
	258-70579-2227	OTHER REPAIRS & MAINTENANC	35.00	20,000		17,602.15			
	258-70579-3384	REFUSE DISPOSAL	810.68	9,923		6,654.28			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER
	270-50551-2211	GENERAL SUPPLIES	318.76	3,000	2,392.96				
	270-50551-3384	REFUSE DISPOSAL	35.20	350	266.50				
	462-60211-5570	INFRASTRUCTURE	2,268.00	0	7,568.00-	Y			
	602-90581-2211	GENERAL SUPPLIES	5,628.16	250,000	163,926.73				
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	97.51	50,000	30,237.84				
	602-90581-2221	EQUIPMENT REPAIR & MAINTEN	672.82	152,000	113,520.29				
	602-90581-3384	REFUSE DISPOSAL	269.79	3,570	2,485.41				
	609-90991-2211	GENERAL SUPPLIES	55.70	7,500	2,318.14				
	609-90991-2227	OTHER REPAIRS & MAINTENANC	127.39	1,000	872.61				
	609-90991-3333	FREIGHT	656.92	30,000	17,937.33				
	609-90991-3345	ADVERTISING	67.50	30,000	20,003.78				
	609-90991-3384	REFUSE DISPOSAL	216.45	2,346	1,480.20				
	609-90992-2251	LIQUOR PURCHASES	24,673.64	1,267,741	718,566.16				
	609-90992-2252	BEER PURCHASES	36,005.53	1,704,028	972,731.04				
	609-90992-2253	WINE PURCHASES	11,035.33	544,319	305,449.91				
	609-90992-2254	GEN MDSE PURCHASES	1,471.66	70,496	46,034.15				
	630-90661-2221	EQUIPMENT REPAIR & MAINTEN	37.15	15,000	9,764.31				
	802-50352-3317	SCHOLARSHIPS	200.00	0	200.00-	Y			
**	2019-2020 YEAR TOTALS	**	108,951.50						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	1,237.50
101-0151	POLICE ADMINISTRATION	1,186.73
101-0176	AQUATIC CENTER	6.59
101-0211	STREET ADMINISTRATION	3,121.13
101-0276	PARK MAINTENANCE & DEVEL.	5,367.72
101-0352	FIRE SERVICES	50.00
101-0364	AIRPORT	2,441.82
101-0453	ANIMAL IMPOUNDMENT	112.09
101-0671	CABLE COMMISSION	441.98
101-0741	CITY ADMINISTRATION	40.00
101-0772	CS YOUTH ACTIVITIES	44.59
101-0879	COMM ED-WINTER	200.00
101-0931	APPRAISING & ASSESSING	9,082.50
101-0979	RECREATION-WINTER	215.00
101-1231	MUNICIPAL BLDG MAINT	440.18
101-2071	ADULT COMMUNITY CTR	280.48
101 TOTAL	GENERAL FUND	24,268.31

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
258-0579	AMATEUR SPORTS CENTER	845.68

258 TOTAL	ASC ARENA	845.68
270-0551	MERIT OPERATIONS	353.96

270 TOTAL	MERIT	353.96
462-0211	STREET ADMINISTRATION	2,268.00

462 TOTAL	2017 PUBLIC IMPROVE/EQUIP	2,268.00
602-0581	WW OPERATIONS	6,668.28

602 TOTAL	WASTEWATER OPERATING	6,668.28
609-0991	LIQUOR OPERATIONS	1,123.96
609-0992	LIQUOR PURCHASES	73,186.16

609 TOTAL	LIQUOR	74,310.12
630-0661	SURFACE WATER MGT UTILITY	37.15

630 TOTAL	SURFACE WATER MGT UTILITY	37.15
802-0352	** INVALID DEPT **	200.00

802 TOTAL	FIRE DEPT SCHOLARSHIP	200.00

	** TOTAL **	108,951.50

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
100 CULTURE CONFERENCE	3314 INSTRUCTORS FEES	215.00
	** PROJECT 100 TOTAL **	215.00
164 WOODWORKING	2211 GENERAL SUPPLIES	200.00
	** PROJECT 164 TOTAL **	200.00
500 AFTER SCHOOL CLUBS	2211 GENERAL SUPPLIES	44.59
	** PROJECT 500 TOTAL **	44.59
247 COMMERCE INDUSTRIAL PARK	5570 INFRASTRUCTURE	2,268.00
	** PROJECT 247 TOTAL **	2,268.00

1 ERROR

** END OF REPORT **

31/2019 8:10 AM
 VENDOR SET: 01 City of Marshall
 PACKET: 06872 5/31/19 PR 1w - 1
 FUND : 101 GENERAL FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL

DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 1
 ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	101-21221	FEDERAL W/H	000870	16,772.97
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-21222	SOCIAL SECURITY W/H	000870	8,880.46
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-21223	MEDICARE W/H	000870	2,962.56
01-1818	MN REVENUE	I-T2 201905293504	101-21224	STATE W/H	000872	8,583.13
01-2028	PERA OF MINNESOTA REG	I-11 201905293504	101-21226	PERA COUNCIL	000875	170.45
01-2028	PERA OF MINNESOTA REG	I-12 201905293504	101-21225	PERA POLICE AND FIRE	000875	7,040.01
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-21225	PERA COORDINATED	000875	8,742.58
01-2512	NATIONWIDE RETIREMENT	I-33 201905293504	101-21251	USCM	000873	350.00
01-2513	NATIONWIDE RETIREMENT-F	I-34 201905293504	101-21252	USCM FIRE DEPT	000874	22.55
01-3443	VALIC DEFERRED COMP	I-35 201905293504	101-21257	VALIC DEFERRED COMP	000876	832.00
01-3443	VALIC DEFERRED COMP	I-35F201905293504	101-21257	VALIC - FIRE DEPARTMENT	000876	46.02
01-3443	VALIC DEFERRED COMP	I-35R201905293504	101-21255	VALIC ROTH	000876	600.00
01-3669	MINNESOTA STATE RETIREM	I-27A201905293504	101-21246	HEALTH CARE SAVINGS PLAN	000871	651.56
01-3669	MINNESOTA STATE RETIREM	I-27L201905293504	101-21246	HEALTH CARE SAVINGS PLAN	000871	1,125.00
01-3669	MINNESOTA STATE RETIREM	I-27N201905293504	101-21246	HEALTH CARE SAVINGS PLAN	000871	1,786.74
01-3669	MINNESOTA STATE RETIREM	I-27S201905293504	101-21246	HEALTH CARE SAVINGS PLAN	000871	200.00
01-3669	MINNESOTA STATE RETIREM	I-36 201905293504	101-21258	MNDP - DEFERRED COMP	000871	1,160.00
01-3669	MINNESOTA STATE RETIREM	I-36R201905293504	101-21259	MNDP - ROTH	000871	315.00
01-4805	FURTHER	I-HEC201905293504	101-21231	EMPLOYEE HSA CONTRIBUTION	000869	6,379.00
01-6085	VOYA - INVESTORS CHOICE	I-37D201905293504	101-21275	VOYA DEFERRED	000877	250.00
01-6085	VOYA - INVESTORS CHOICE	I-37R201905293504	101-21274	VOYA ROTH PLAN	000877	145.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	67,015.03
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40141-1122	SOCIAL SECURITY W/H	000870	82.90
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40141-1125	MEDICARE W/H	000870	56.94

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-2028	PERA OF MINNESOTA REG	I-11 201905293504	101-40141-1121	PERA COUNCIL	000875	170.45
DEPARTMENT 0141 MAYOR & COUNCIL						TOTAL: 310.29
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-50151-1122	SOCIAL SECURITY W/H	000870	374.74
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-50151-1125	MEDICARE W/H	000870	901.12
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-50151-1125	MEDICARE W/H	000870	1.84
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-50151-1125	MEDICARE W/H	000870	32.83
01-2028	PERA OF MINNESOTA REG	I-12 201905293504	101-50151-1121	PERA POLICE AND FIRE	000875	10,099.36
01-2028	PERA OF MINNESOTA REG	I-12 201905293504	101-50151-1121	PERA POLICE AND FIRE	000875	21.99
01-2028	PERA OF MINNESOTA REG	I-12 201905293504	101-50151-1121	PERA POLICE AND FIRE	000875	438.68
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-50151-1121	PERA COORDINATED	000875	450.23
DEPARTMENT 0151 POLICE ADMINISTRATION						TOTAL: 12,320.79
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-50156-1122	SOCIAL SECURITY W/H	000870	141.26
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-50156-1125	MEDICARE W/H	000870	33.03
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-50156-1121	PERA COORDINATED	000875	108.56
DEPARTMENT 0156 CHEMICAL ASSESSMENT TE						TOTAL: 282.85
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	902.18
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	0.63
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	143.70
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	5.66
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	18.69
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	10.24
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	121.08
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60162-1122	SOCIAL SECURITY W/H	000870	43.02
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	210.99
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	0.15
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	33.61
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	1.32
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	4.37
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	2.40
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	28.31
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60162-1125	MEDICARE W/H	000870	10.06
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	1,090.81
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	0.82

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	178.46
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	7.36
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	23.78
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	12.93
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	133.32
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60162-1121	PERA COORDINATED	000875	38.28
DEPARTMENT 0162 ENGINEERING					TOTAL:	3,022.17
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60164-1122	SOCIAL SECURITY W/H	000870	665.36
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60164-1125	MEDICARE W/H	000870	155.62
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60164-1121	PERA COORDINATED	000875	885.53
DEPARTMENT 0164 COMMUNITY PLANNING					TOTAL:	1,706.51
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70176-1122	SOCIAL SECURITY W/H	000870	56.05
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70176-1125	MEDICARE W/H	000870	13.11
DEPARTMENT 0176 AQUATIC CENTER					TOTAL:	69.16
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	162.09
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	150.60
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	14.81
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	8.76
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	146.73
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	345.45
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	50.71
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	225.98
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-60211-1122	SOCIAL SECURITY W/H	000870	129.48
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	37.92
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	35.23
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	3.46
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	2.05
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	34.31
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	80.78
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	11.86
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	52.85
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-60211-1125	MEDICARE W/H	000870	30.28
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60211-1121	PERA COORDINATED	000875	215.94
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60211-1121	PERA COORDINATED	000875	194.35
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-60211-1121	PERA COORDINATED	000875	19.94

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 10.88
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 187.30
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 390.87
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 64.49
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 292.08
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60211-1121	PERA COORDINATED	000875 168.26
DEPARTMENT 0211 STREET ADMINISTRATION TOTAL:						3,067.46
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-70276-1122	SOCIAL SECURITY W/H	000870 1,066.78
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-70276-1125	MEDICARE W/H	000870 249.49
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-70276-1121	PERA COORDINATED	000875 846.03
DEPARTMENT 0276 PARK MAINTENANCE & DEV TOTAL:						2,162.30
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 189.36
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 47.52
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 12.77
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 42.65
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 17.06
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-60364-1122	SOCIAL SECURITY W/H	000870 55.16
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 44.27
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 11.11
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 2.99
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 9.97
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 4.00
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-60364-1125	MEDICARE W/H	000870 12.90
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60364-1121	PERA COORDINATED	000875 245.40
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60364-1121	PERA COORDINATED	000875 45.16
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60364-1121	PERA COORDINATED	000875 17.22
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60364-1121	PERA COORDINATED	000875 57.23
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-60364-1121	PERA COORDINATED	000875 17.36
DEPARTMENT 0364 AIRPORT TOTAL:						832.13
01-1358	INTERNAL REVENUE SERVIC	I-T3	201905293504	101-50453-1122	SOCIAL SECURITY W/H	000870 43.72
01-1358	INTERNAL REVENUE SERVIC	I-T4	201905293504	101-50453-1125	MEDICARE W/H	000870 10.22
01-2028	PERA OF MINNESOTA REG	I-13	201905293504	101-50453-1121	PERA COORDINATED	000875 53.77
DEPARTMENT 0453 ANIMAL IMPOUNDMENT TOTAL:						107.71

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40671-1122	SOCIAL SECURITY W/H	000870	236.37
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40671-1125	MEDICARE W/H	000870	55.29
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-40671-1121	PERA COORDINATED	000875	272.02
DEPARTMENT 0671 CABLE COMMISSION					TOTAL:	563.68
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70675-1122	SOCIAL SECURITY W/H	000870	502.09
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70675-1125	MEDICARE W/H	000870	117.42
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-70675-1121	PERA COORDINATED	000875	633.24
DEPARTMENT 0675 COMM SERVICES ADMIN					TOTAL:	1,252.75
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40741-1122	SOCIAL SECURITY W/H	000870	883.17
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40741-1125	MEDICARE W/H	000870	206.55
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-40741-1121	PERA COORDINATED	000875	1,103.76
DEPARTMENT 0741 CITY ADMINISTRATION					TOTAL:	2,193.48
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40821-1122	SOCIAL SECURITY W/H	000870	524.76
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40821-1125	MEDICARE W/H	000870	122.72
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-40821-1121	PERA COORDINATED	000875	686.72
DEPARTMENT 0821 FINANCE					TOTAL:	1,334.20
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70871-1122	SOCIAL SECURITY W/H	000870	110.48
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70871-1122	SOCIAL SECURITY W/H	000870	124.00
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70871-1125	MEDICARE W/H	000870	25.84
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70871-1125	MEDICARE W/H	000870	29.00
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-70871-1121	PERA COORDINATED	000875	135.00
DEPARTMENT 0871 COMM ED-SUMMER					TOTAL:	424.32
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40931-1122	SOCIAL SECURITY W/H	000870	439.44
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-40931-1122	SOCIAL SECURITY W/H	000870	3.11

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40931-1125	MEDICARE W/H	000870	102.77
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-40931-1125	MEDICARE W/H	000870	0.73
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-40931-1121	PERA COORDINATED	000875	596.46
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-40931-1121	PERA COORDINATED	000875	4.38
DEPARTMENT 0931 APPRAISING & ASSESSING TOTAL:						1,146.89
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70971-1122	SOCIAL SECURITY W/H	000870	135.09
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70971-1122	SOCIAL SECURITY W/H	000870	1.49
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70971-1122	SOCIAL SECURITY W/H	000870	11.54
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70971-1125	MEDICARE W/H	000870	31.59
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70971-1125	MEDICARE W/H	000870	0.35
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70971-1125	MEDICARE W/H	000870	2.70
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-70971-1121	PERA COORDINATED	000875	180.00
DEPARTMENT 0971 RECREATION-SUMMER TOTAL:						362.76
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70979-1122	SOCIAL SECURITY W/H	000870	10.08
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70979-1122	SOCIAL SECURITY W/H	000870	8.87
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70979-1122	SOCIAL SECURITY W/H	000870	25.11
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-70979-1122	SOCIAL SECURITY W/H	000870	1.98
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70979-1125	MEDICARE W/H	000870	2.35
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70979-1125	MEDICARE W/H	000870	2.08
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70979-1125	MEDICARE W/H	000870	5.87
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-70979-1125	MEDICARE W/H	000870	0.46
DEPARTMENT 0979 RECREATION-WINTER TOTAL:						56.80
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	26.16
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	18.84
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	19.84
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	181.38
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	34.80
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	7.95
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	2.98
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	37.20
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-41231-1122	SOCIAL SECURITY W/H	000870	25.75
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	6.12
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	4.40
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	4.64
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	42.42

01/31/2019 8:10 AM
 VENDOR SET: 01 City of Marshall
 PACKET: 06872 5/31/19 PR 1w - 1
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT

DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

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VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	8.14
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	1.86
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	0.70
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	8.70
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-41231-1125	MEDICARE W/H	000870	6.02
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	36.00
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	22.95
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	24.41
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	241.55
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	6.30
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	2.25
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	3.60
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	45.00
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-41231-1121	PERA COORDINATED	000875	35.44
DEPARTMENT 1231 MUNICIPAL BLDG MAINT TOTAL:						855.40
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	101-42071-1122	SOCIAL SECURITY W/H	000870	232.84
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	101-42071-1125	MEDICARE W/H	000870	54.45
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	101-42071-1121	PERA COORDINATED	000875	302.16
DEPARTMENT 2071 ADULT COMMUNITY CTR TOTAL:						589.45
FUND 101 GENERAL FUND TOTAL:						99,676.13

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	208-21221	FEDERAL W/H	000870	21.38
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	208-21222	SOCIAL SECURITY W/H	000870	22.32
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	208-21223	MEDICARE W/H	000870	5.22
01-1818	MN REVENUE	I-T2 201905293504	208-21224	STATE W/H	000872	14.32
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	63.24
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	208-41136-1122	SOCIAL SECURITY W/H	000870	22.32
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	208-41136-1125	MEDICARE W/H	000870	5.22
DEPARTMENT 1136 GENERAL COMMUNITY DEV					TOTAL:	27.54
FUND 208 EDA ADMINISTRATION					TOTAL:	90.78

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT	
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	211-21221	FEDERAL W/H	000870	1,970.08	
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	211-21222	SOCIAL SECURITY W/H	000870	1,397.02	
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	211-21223	MEDICARE W/H	000870	326.73	
01-1818	MN REVENUE	I-T2 201905293504	211-21224	STATE W/H	000872	937.62	
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	211-21225	PERA COORDINATED	000875	1,430.29	
01-3669	MINNESOTA STATE RETIREM	I-27B201905293504	211-21246	HEALTH CARE SAVINGS PLAN	000871	170.00	
01-4805	FURTHER	I-HEC201905293504	211-21231	EMPLOYEE HSA CONTRIBUTION	000869	339.22	
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL:	6,570.96
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	211-70437-1122	SOCIAL SECURITY W/H	000870	1,397.02	
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	211-70437-1125	MEDICARE W/H	000870	326.73	
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	211-70437-1121	PERA COORDINATED	000875	1,650.35	
DEPARTMENT 0437 LIBRARY						TOTAL:	3,374.10
FUND 211 LIBRARY FUND						TOTAL:	9,945.06

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	258-21221	FEDERAL W/H	000870	395.63
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	258-21222	SOCIAL SECURITY W/H	000870	393.06
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	258-21223	MEDICARE W/H	000870	91.92
01-1818	MN REVENUE	I-T2 201905293504	258-21224	STATE W/H	000872	217.95
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	258-21225	PERA COORDINATED	000875	419.97
01-3669	MINNESOTA STATE RETIREM	I-27N201905293504	258-21246	HEALTH CARE SAVINGS PLAN	000871	29.01
01-3669	MINNESOTA STATE RETIREM	I-36R201905293504	258-21259	MNDP - ROTH	000871	25.00
01-4805	FURTHER	I-HEC201905293504	258-21231	EMPLOYEE HSA CONTRIBUTION	000869	165.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	1,737.54
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	258-70579-1122	SOCIAL SECURITY W/H	000870	393.06
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	258-70579-1125	MEDICARE W/H	000870	91.92
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	258-70579-1121	PERA COORDINATED	000875	484.58
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	969.56
FUND 258 ASC ARENA					TOTAL:	2,707.10

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT	
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	270-21221	FEDERAL W/H	000870	163.89	
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	270-21222	SOCIAL SECURITY W/H	000870	139.82	
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	270-21223	MEDICARE W/H	000870	32.70	
01-1818	MN REVENUE	I-T2 201905293504	270-21224	STATE W/H	000872	87.29	
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	270-21225	PERA COORDINATED	000875	149.71	
01-3669	MINNESOTA STATE RETIREM	I-27N201905293504	270-21246	HEALTH CARE SAVINGS PLAN	000871	23.03	
01-4805	FURTHER	I-HEC201905293504	270-21231	EMPLOYEE HSA CONTRIBUTION	000869	25.00	
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL:	621.44
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	270-50551-1122	SOCIAL SECURITY W/H	000870	139.82	
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	270-50551-1125	MEDICARE W/H	000870	32.70	
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	270-50551-1121	PERA COORDINATED	000875	172.74	
DEPARTMENT 0551 MERIT OPERATIONS						TOTAL:	345.26
FUND 270 MERIT						TOTAL:	966.70

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	602-21221	FEDERAL W/H	000870	2,908.82
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	602-21222	SOCIAL SECURITY W/H	000870	1,835.04
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	602-21223	MEDICARE W/H	000870	429.14
01-1818	MN REVENUE	I-T2 201905293504	602-21224	STATE W/H	000872	1,427.47
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	602-21225	PERA COORDINATED	000875	2,058.17
01-2512	NATIONWIDE RETIREMENT	I-33 201905293504	602-21251	USCM	000873	300.00
01-3443	VALIC DEFERRED COMP	I-35 201905293504	602-21257	VALIC DEFERRED COMP	000876	40.00
01-3443	VALIC DEFERRED COMP	I-35R201905293504	602-21255	VALIC ROTH	000876	650.00
01-3669	MINNESOTA STATE RETIREM	I-27A201905293504	602-21246	HEALTH CARE SAVINGS PLAN	000871	261.00
01-3669	MINNESOTA STATE RETIREM	I-27N201905293504	602-21246	HEALTH CARE SAVINGS PLAN	000871	498.47
01-4805	FURTHER	I-HEC201905293504	602-21231	EMPLOYEE HSA CONTRIBUTION	000869	1,188.25
01-6085	VOYA - INVESTORS CHOICE	I-37R201905293504	602-21274	VOYA ROTH PLAN	000877	630.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	12,226.36
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	602-90581-1122	SOCIAL SECURITY W/H	000870	1,835.04
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	602-90581-1125	MEDICARE W/H	000870	429.14
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	602-90581-1121	PERA COORDINATED	000875	2,374.82
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	4,639.00
FUND 602 WASTEWATER OPERATING					TOTAL:	16,865.36

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1358	INTERNAL REVENUE SERVIC	I-T1 201905293504	609-21221	FEDERAL W/H	000870	820.05
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	609-21222	SOCIAL SECURITY W/H	000870	736.19
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	609-21223	MEDICARE W/H	000870	172.17
01-1818	MN REVENUE	I-T2 201905293504	609-21224	STATE W/H	000872	443.97
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	609-21225	PERA COORDINATED	000875	758.23
01-3443	VALIC DEFERRED COMP	I-35 201905293504	609-21257	VALIC DEFERRED COMP	000876	125.00
01-3669	MINNESOTA STATE RETIREM	I-27N201905293504	609-21246	HEALTH CARE SAVINGS PLAN	000871	141.80
01-4805	FURTHER	I-HEC201905293504	609-21231	EMPLOYEE HSA CONTRIBUTION	000869	138.56
01-6085	VOYA - INVESTORS CHOICE	I-37D201905293504	609-21275	VOYA DEFERRED	000877	100.00
01-6085	VOYA - INVESTORS CHOICE	I-37R201905293504	609-21274	VOYA ROTH PLAN	000877	100.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	3,535.97
01-1358	INTERNAL REVENUE SERVIC	I-T3 201905293504	609-90991-1122	SOCIAL SECURITY W/H	000870	736.19
01-1358	INTERNAL REVENUE SERVIC	I-T4 201905293504	609-90991-1125	MEDICARE W/H	000870	172.17
01-2028	PERA OF MINNESOTA REG	I-13 201905293504	609-90991-1121	PERA COORDINATED	000875	874.88
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	1,783.24
FUND 609 LIQUOR					TOTAL:	5,319.21
REPORT GRA TOTAL:						135,570.34

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019	101-21221	FEDERAL WITHHOLDING	16,772.97						
	101-21222	FICA WITHHOLDING	8,880.46						
	101-21223	MEDICARE	2,962.56						
	101-21224	STATE WITHHOLDING	8,583.13						
	101-21225	PERA WITHHOLDING	15,782.59						
	101-21226	PERA WITHHOLDING COUNCIL	170.45						
	101-21231	HSA / VEBA (ER ONLY)	6,379.00						
	101-21246	HEALTH CARE SAVINGS PLAN	3,763.30						
	101-21251	DEFERRED COMP - USCM	350.00						
	101-21252	DEFERRED COMPENSATION FIRE	22.55						
	101-21255	VALIC ROTH (TAXABLE)	600.00						
	101-21257	DEFERRED COMP--VALIC	878.02						
	101-21258	MNDP--DEFERRED COMP	1,160.00						
	101-21259	MNDP-ROTH	315.00						
	101-21274	DEFERRED COMP-VOYA ROTH	145.00						
	101-21275	VOYA - DEFERRED PRE TAX	250.00						
	101-40141-1121	PERA CONTRIBUTIONS	170.45	2,045	1,193.47				
	101-40141-1122	FICA CONTRIBUTIONS	82.90	994	580.36				
	101-40141-1125	MEDICARE CONTRIBUTIONS	56.94	683	398.71				
	101-40671-1121	PERA CONTRIBUTIONS	272.02	7,380	4,386.41				
	101-40671-1122	FICA CONTRIBUTIONS	236.37	7,049	4,376.38				
	101-40671-1125	MEDICARE CONTRIBUTIONS	55.29	1,648	1,023.51				
	101-40741-1121	PERA CONTRIBUTIONS	1,103.76	25,052	13,034.30				
	101-40741-1122	FICA CONTRIBUTIONS	883.17	20,710	11,315.17				
	101-40741-1125	MEDICARE CONTRIBUTIONS	206.55	4,843	2,646.23				
	101-40821-1121	PERA CONTRIBUTIONS	686.72	17,426	10,165.99				
	101-40821-1122	FICA CONTRIBUTIONS	524.76	14,405	9,026.24				
	101-40821-1125	MEDICARE CONTRIBUTIONS	122.72	3,369	2,110.92				
	101-40931-1121	PERA CONTRIBUTIONS	600.84	15,652	9,043.10				
	101-40931-1122	FICA CONTRIBUTIONS	442.55	12,964	8,338.61				
	101-40931-1125	MEDICARE CONTRIBUTIONS	103.50	3,032	1,950.25				
	101-41231-1121	PERA CONTRIBUTIONS	417.50	8,503	3,885.89				
	101-41231-1122	FICA CONTRIBUTIONS	354.90	9,056	5,324.08				
	101-41231-1125	MEDICARE CONTRIBUTIONS	83.00	2,118	1,245.15				
	101-42071-1121	PERA CONTRIBUTIONS	302.16	7,748	4,631.05				
	101-42071-1122	FICA CONTRIBUTIONS	232.84	6,405	4,090.91				
	101-42071-1125	MEDICARE CONTRIBUTIONS	54.45	1,498	956.73				
	101-50151-1121	PERA CONTRIBUTIONS	11,010.26	285,466	168,043.74				
	101-50151-1122	FICA CONTRIBUTIONS	374.74	9,015	5,295.65				
	101-50151-1125	MEDICARE CONTRIBUTIONS	935.79	24,368	14,804.28				
	101-50156-1121	PERA CONTRIBUTIONS	108.56	1,173	716.54				
	101-50156-1122	FICA CONTRIBUTIONS	141.26	0	550.22- Y				
	101-50156-1125	MEDICARE CONTRIBUTIONS	33.03	340	211.49				
	101-50453-1121	PERA CONTRIBUTIONS	53.77	1,147	597.27				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-50453-1122	FICA CONTRIBUTIONS	43.72	1,185	753.01				
	101-50453-1125	MEDICARE CONTRIBUTIONS	10.22	277	176.10				
	101-60162-1121	PERA CONTRIBUTIONS	1,485.76	37,984	21,465.75				
	101-60162-1122	FICA CONTRIBUTIONS	1,245.20	32,058	19,432.81				
	101-60162-1125	MEDICARE CONTRIBUTIONS	291.21	7,497	4,544.71				
	101-60164-1121	PERA CONTRIBUTIONS	885.53	23,270	12,976.22				
	101-60164-1122	FICA CONTRIBUTIONS	665.36	19,237	11,801.45				
	101-60164-1125	MEDICARE CONTRIBUTIONS	155.62	4,498	2,759.97				
	101-60211-1121	PERA CONTRIBUTIONS	1,544.11	42,370	21,013.29				
	101-60211-1122	FICA CONTRIBUTIONS	1,234.61	35,911	19,447.10				
	101-60211-1125	MEDICARE CONTRIBUTIONS	288.74	8,398	4,548.09				
	101-60364-1121	PERA CONTRIBUTIONS	382.37	9,687	4,186.51				
	101-60364-1122	FICA CONTRIBUTIONS	364.52	10,032	5,982.26				
	101-60364-1125	MEDICARE CONTRIBUTIONS	85.24	2,346	1,399.07				
	101-70176-1122	FICA CONTRIBUTIONS	56.05	6,364	6,308.87				
	101-70176-1125	MEDICARE CONTRIBUTIONS	13.11	1,488	1,475.46				
	101-70276-1121	PERA CONTRIBUTIONS	846.03	15,018	7,655.51				
	101-70276-1122	FICA CONTRIBUTIONS	1,066.78	17,980	11,661.54				
	101-70276-1125	MEDICARE CONTRIBUTIONS	249.49	4,205	2,727.28				
	101-70675-1121	PERA CONTRIBUTIONS	633.24	16,696	9,735.15				
	101-70675-1122	FICA CONTRIBUTIONS	502.09	14,434	9,108.23				
	101-70675-1125	MEDICARE CONTRIBUTIONS	117.42	3,375	2,130.21				
	101-70871-1121	PERA CONTRIBUTIONS	135.00	1,221	1,086.20				
	101-70871-1122	FICA CONTRIBUTIONS	234.48	2,780	2,545.77				
	101-70871-1125	MEDICARE CONTRIBUTIONS	54.84	650	595.38				
	101-70971-1121	PERA CONTRIBUTIONS	180.00	1,544	1,364.31				
	101-70971-1122	FICA CONTRIBUTIONS	148.12	3,284	3,132.59				
	101-70971-1125	MEDICARE CONTRIBUTIONS	34.64	768	732.62				
	101-70979-1122	FICA CONTRIBUTIONS	46.04	2,920	451.86				
	101-70979-1125	MEDICARE CONTRIBUTIONS	10.76	683	105.67				
	208-21221	FEDERAL W/H	21.38						
	208-21222	FICA W/H	22.32						
	208-21223	MEDICARE W/H	5.22						
	208-21224	STATE W/H	14.32						
	208-41136-1122	FICA CONTRIBUTIONS	22.32	0	22.32-			Y	
	208-41136-1125	MEDICARE CONTRIBUTIONS	5.22	0	5.22-			Y	
	211-21221	FEDERAL W/H	1,970.08						
	211-21222	FICA W/H	1,397.02						
	211-21223	MEDICARE W/H	326.73						
	211-21224	STATE W/H	937.62						
	211-21225	PERA W/H	1,430.29						
	211-21231	HSA /VEBA (ER ONLY)	339.22						
	211-21246	HEALTH CARE SAVINGS PLAN	170.00						
	211-70437-1121	PERA CONTRIBUTIONS	1,650.35	46,090	28,359.82				
	211-70437-1122	FICA CONTRIBUTIONS	1,397.02	38,085	23,433.63				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	211-70437-1125	MEDICARE CONTRIBUTIONS	326.73	8,927	5,500.43				
	258-21221	FEDERAL WITHHOLDING	395.63						
	258-21222	FICA WITHHOLDING	393.06						
	258-21223	MEDICARE	91.92						
	258-21224	STATE WITHHOLDING	217.95						
	258-21225	PERA WITHHOLDING	419.97						
	258-21231	HSA/VBA (ER ONLY)	165.00						
	258-21246	HEALTH CARE SAVINGS PLAN	29.01						
	258-21259	MNDP-ROTH	25.00						
	258-70579-1121	PERA CONTRIBUTIONS	484.58	14,867	9,187.83				
	258-70579-1122	FICA CONTRIBUTIONS	393.06	13,871	9,117.13				
	258-70579-1125	MEDICARE CONTRIBUTIONS	91.92	3,244	2,132.12				
	270-21221	FEDERAL WITHHOLDING	163.89						
	270-21222	FICA WITHHOLDING	139.82						
	270-21223	MEDICARE	32.70						
	270-21224	STATE WITHHOLDING	87.29						
	270-21225	PERA WITHHOLDING	149.71						
	270-21231	HSA / VEBA (ER ONLY)	25.00						
	270-21246	HEALTH CARE SAVINGS PLAN	23.03						
	270-50551-1121	PERA CONTRIBUTIONS	172.74	4,656	2,756.02				
	270-50551-1122	FICA CONTRIBUTIONS	139.82	4,325	2,849.67				
	270-50551-1125	MEDICARE CONTRIBUTIONS	32.70	1,011	666.45				
	602-21221	FEDERAL WITHHOLDING	2,908.82						
	602-21222	FICA WITHHOLDING	1,835.04						
	602-21223	MEDICARE	429.14						
	602-21224	STATE WITHHOLDING	1,427.47						
	602-21225	PERA WITHHOLDING	2,058.17						
	602-21231	HSA / VEBA (ER ONLY)	1,188.25						
	602-21246	HEALTH CARE SAVINGS PLAN	759.47						
	602-21251	DEFERRED COMP - USCM	300.00						
	602-21255	VALIC ROTH (TAXABLE)	650.00						
	602-21257	DEFERRED COMP--VALIC	40.00						
	602-21274	DEFERRED COMP-VOYA ROTH	630.00						
	602-90581-1121	PERA CONTRIBUTIONS	2,374.82	61,533	36,360.93				
	602-90581-1122	FICA CONTRIBUTIONS	1,835.04	50,867	32,161.13				
	602-90581-1125	MEDICARE CONTRIBUTIONS	429.14	11,896	7,521.66				
	609-21221	FEDERAL WITHHOLDING	820.05						
	609-21222	FICA WITHHOLDING	736.19						
	609-21223	MEDICARE	172.17						
	609-21224	STATE WITHHOLDING	443.97						
	609-21225	PERA WITHHOLDING	758.23						
	609-21231	HSA / VEBA (ER ONLY)	138.56						
	609-21246	HEALTH CARE SAVINGS PLAN	141.80						
	609-21257	DEFERRED COMP--VALIC	125.00						
	609-21274	DEFERRED COMP-VOYA ROTH	100.00						

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	609-21275	VOYA - DEFERRED PRE TAX	100.00						
	609-90991-1121	PERA CONTRIBUTIONS	874.88	16,386	6,920.38				
	609-90991-1122	FICA CONTRIBUTIONS	736.19	17,759	9,916.77				
	609-90991-1125	MEDICARE CONTRIBUTIONS	172.17	4,153	2,319.28				
		** 2019 YEAR TOTALS	135,570.34						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	67,015.03
101-0141	MAYOR & COUNCIL	310.29
101-0151	POLICE ADMINISTRATION	12,320.79
101-0156	CHEMICAL ASSESSMENT TEAM	282.85
101-0162	ENGINEERING	3,022.17
101-0164	COMMUNITY PLANNING	1,706.51
101-0176	AQUATIC CENTER	69.16
101-0211	STREET ADMINISTRATION	3,067.46
101-0276	PARK MAINTENANCE & DEVEL.	2,162.30
101-0364	AIRPORT	832.13
101-0453	ANIMAL IMPOUNDMENT	107.71
101-0671	CABLE COMMISSION	563.68
101-0675	COMM SERVICES ADMIN	1,252.75
101-0741	CITY ADMINISTRATION	2,193.48
101-0821	FINANCE	1,334.20
101-0871	COMM ED-SUMMER	424.32
101-0931	APPRAISING & ASSESSING	1,146.89
101-0971	RECREATION-SUMMER	362.76
101-0979	RECREATION-WINTER	56.80
101-1231	MUNICIPAL BLDG MAINT	855.40
101-2071	ADULT COMMUNITY CTR	589.45
101 TOTAL	GENERAL FUND	99,676.13
208	NON-DEPARTMENTAL	63.24
208-1136	GENERAL COMMUNITY DEV	27.54
208 TOTAL	EDA ADMINISTRATION	90.78

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
211	NON-DEPARTMENTAL	6,570.96
211-0437	LIBRARY	3,374.10

211 TOTAL	LIBRARY FUND	9,945.06
258	NON-DEPARTMENTAL	1,737.54
258-0579	AMATEUR SPORTS CENTER	969.56

258 TOTAL	ASC ARENA	2,707.10
270	NON-DEPARTMENTAL	621.44
270-0551	MERIT OPERATIONS	345.26

270 TOTAL	MERIT	966.70
602	NON-DEPARTMENTAL	12,226.36
602-0581	WW OPERATIONS	4,639.00

602 TOTAL	WASTEWATER OPERATING	16,865.36
609	NON-DEPARTMENTAL	3,535.97
609-0991	LIQUOR OPERATIONS	1,783.24

609 TOTAL	LIQUOR	5,319.21

	** TOTAL **	135,570.34

NO ERRORS

** END OF REPORT **

PACKET: 06869 EFT Payments
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT		
01-0583	AMERICAN FAMILY LIFE AS							
		I-41 201905013432	101-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	314.20		
		I-41 201905163472	101-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	314.20		
		I-41 201905293504	101-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	314.20		
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	942.60
01-2284	SIRCHIE							
		I-0401570-IN	101-50151-2211	GENERAL SUPPL EVIDENCE SUPPLIES	000630	49.60		
01-6251	SHRED RIGHT							
		I-338595	101-50151-3311	GENERAL PROFE 05/16/19 SVC	000628	15.00		
					DEPARTMENT 0151	POLICE ADMINISTRATION	TOTAL:	64.60
01-1986	NORTH CENTRAL INTERNATI							
		I-355213	101-60211-2221	EQUIPMENT REP #4 RADIATOR HOSE	000620	28.36		
01-2201	RUNNINGS SUPPLY INC							
		I-4642832	101-60211-2221	EQUIPMENT REP FUEL SPRAY WAND	000621	24.99		
		I-4643209	101-60211-2245	EQUIPMENT/TOO SIGN TOOLS	000621	17.97		
		I-4644033	101-60211-2221	EQUIPMENT REP WATER PUMP HOSE	000621	149.75		
01-2632	ZIEGLER INC							
		I-PC040329425	101-60211-2221	EQUIPMENT REP BACKHOE PEDAL	000623	217.90		
01-3557	POMP'S TIRE SERVICE, IN							
		I-680043383	101-60211-2221	EQUIPMENT REP BACKHOE TIRES	000624	568.50		
					DEPARTMENT 0211	STREET ADMINISTRATION	TOTAL:	1,007.47
01-0658	AP DESIGN							
		I-70687	101-70276-2211	GENERAL SUPPL SIGNAGE FOR NEW FIELDS	000615	194.70		
01-2538	VIKING COCA COLA BOTTLI							
		I-848750	101-70276-2254	GEN MDSE PURC BF CONCESSIONS	000622	2,046.55		
01-3557	POMP'S TIRE SERVICE, IN							
		I-680043368	101-70276-2221	EQUIPMENT REP MOWER TIRE	000624	93.00		
					DEPARTMENT 0276	PARK MAINTENANCE & DEVEL.	TOTAL:	2,334.25
01-2201	RUNNINGS SUPPLY INC							
		I-4645367	101-50352-2211	GENERAL SUPPL WEED SPRAYER	000621	19.98		
					DEPARTMENT 0352	FIRE SERVICES	TOTAL:	19.98

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1635	MARSHALL NORTHWEST PIPE	I-432272	101-60364-2223	BUILDING REPA A/D BATHROOM	000618	72.48
01-2201	RUNNINGS SUPPLY INC	I-4643914	101-60364-2227	OTHER REPAIRS TLE INTAKE COVERS/CHAIN HOOKS	000621	69.56
01-2632	ZIEGLER INC	I-PC040329426	101-60364-2221	EQUIPMENT REP OSHKOSH BLOWER AUGER PTO	000623	76.52
		I-PC040329594	101-60364-2221	EQUIPMENT REP OSHKOSH BLOWER	000623	11.26
DEPARTMENT 0364 AIRPORT					TOTAL:	229.82
01-5117	PARSONS, DAVE	I-201905283497	101-40931-3331	TRAVEL, CONFE 05/21/19 MAAO SEMINAR-ST CLO	000631	238.74
		I-201905283497	101-40931-3332	MILEAGE ALLOW 05/21/19 MAAO SEMINAR-ST CLO	000631	147.32
01-5891	ONE OFFICE SOLUTION	I-1902291-0	101-40931-2211	GENERAL SUPPL LABELS	000626	23.97
01-6106	RUNHOLT, CAROLYN	I-201905283498	101-40931-3331	TRAVEL, CONFE 05/21/19 MAAO SEMINAR, ST CLOU	000633	132.87
		I-201905283498	101-40931-3332	MILEAGE ALLOW 05/21/19 MAAO SEMINAR, ST CLOU	000633	135.72
DEPARTMENT 0931 APPRAISING & ASSESSING					TOTAL:	678.62
01-6126	UNITED COMMUNITY ACTION	I-5659	101-42071-2211	GENERAL SUPPL PROGRAMMING	000627	40.00
DEPARTMENT 2071 ADULT COMMUNITY CTR					TOTAL:	40.00
FUND 101 GENERAL FUND					TOTAL:	5,317.34

PACKET: 06869 EFT Payments
 VENDOR SET: 01
 FUND : 211 LIBRARY FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT		
01-0583	AMERICAN FAMILY LIFE AS							
		I-41 201905013432	211-21261	AFLAC AMERICAN FAMILY INSURANCE	000629	165.36		
		I-41 201905163472	211-21261	AFLAC AMERICAN FAMILY INSURANCE	000629	165.36		
		I-41 201905293504	211-21261	AFLAC AMERICAN FAMILY INSURANCE	000629	165.36		
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	496.08
					FUND	211 LIBRARY FUND	TOTAL:	496.08

PACKET: 06869 EFT Payments

VENDOR SET: 01

FUND : 258 ASC ARENA

DEPARTMENT: 0579 AMATEUR SPORTS CENTER

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1635	MARSHALL NORTHWEST PIPE	I-432305	258-70579-2227	OTHER REPAIRS BALL VALVE	000618	18.78
					DEPARTMENT 0579 AMATEUR SPORTS CENTER	TOTAL: 18.78
					FUND 258 ASC ARENA	TOTAL: 18.78

PACKET: 06869 EFT Payments

VENDOR SET: 01

FUND : 270 MERIT

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
01-0583	AMERICAN FAMILY LIFE AS								
		I-41 201905013432	270-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	47.64			
		I-41 201905163472	270-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	47.64			
		I-41 201905293504	270-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	47.64			
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	142.92	
					FUND	270	MERIT	TOTAL:	142.92

PACKET: 06869 EFT Payments

VENDOR SET: 01

FUND : 494 CITY HALL BUILDING

DEPARTMENT: 1136 ** INVALID DEPT **

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-5891	ONE OFFICE SOLUTION	I-1900665-0	494-41136-5520	BUILDINGS & S RELOCATION STICKERS	000626	31.96
					DEPARTMENT 1136 ** INVALID DEPT **	TOTAL: 31.96
					FUND 494 CITY HALL BUILDING	TOTAL: 31.96

PACKET: 06869 EFT Payments
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0583	AMERICAN FAMILY LIFE AS					
		I-41 201905013432	602-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	59.52
		I-41 201905163472	602-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	59.52
		I-41 201905293504	602-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	59.52
01-5727	WELSH, TRAVIS					
		I-201905283495	602-21248	FLEX 2018EXCESS CONTRIBUTION REFUND	000632	139.57
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	318.13
01-1090	FASTENAL COMPANY					
		I-97136	602-90581-2211	GENERAL SUPPL SUPPLIES	000617	74.42
		I-97176	602-90581-2211	GENERAL SUPPL GREASELESS LUBE	000617	52.83
01-1635	MARSHALL NORTHWEST PIPE					
		I-432484	602-90581-3322	POSTAGE FREIGHT	000618	8.42
01-1839	MINNESOTA VALLEY TESTIN					
		I-975757	602-90581-3311	GENERAL PROFE MERCURY TESTING	000619	196.50
		I-976503	602-90581-3311	GENERAL PROFE SALTY DISCHARGE	000619	320.60
				DEPARTMENT 0581 WW OPERATIONS	TOTAL:	652.77
				FUND 602 WASTEWATER OPERATING	TOTAL:	970.90

PACKET: 06869 EFT Payments
VENDOR SET: 01
FUND : 609 LIQUOR
DEPARTMENT: N/A NON-DEPARTMENTAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT		
01-0583	AMERICAN FAMILY LIFE AS							
		I-41 201905013432	609-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	20.33		
		I-41 201905163472	609-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	20.33		
		I-41 201905293504	609-21261	AMERICAN FAMI AMERICAN FAMILY INSURANCE	000629	20.33		
					DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	60.99
01-0658	AP DESIGN							
		I-70671	609-90991-3345	ADVERTISING ADVERTISING	000615	26.98		
		I-70731	609-90991-3345	ADVERTISING ADVERTISING	000615	26.98		
01-0688	BELLBOY CORPORATION							
		I-0099534200	609-90991-3333	FREIGHT .	000616	4.00		
		I-0099534200	609-90991-2211	GENERAL SUPPL .	000616	173.42		
		I-0099545500	609-90991-3333	FREIGHT .	000616	2.25		
01-5891	ONE OFFICE SOLUTION							
		I-1900204-0	609-90991-2211	GENERAL SUPPL SUPPLIES	000626	201.98		
					DEPARTMENT 0991 LIQUOR OPERATIONS	TOTAL:	435.61	
01-0688	BELLBOY CORPORATION							
		C-0099444200-1	609-90992-2254	GEN MDSE PURC .	000616	26.00-		
		I-0069826700	609-90992-2251	LIQUOR PURCHA .	000616	2,942.06		
		I-0099534200	609-90992-2254	GEN MDSE PURC .	000616	434.75		
		I-0099545500	609-90992-2254	GEN MDSE PURC .	000616	54.00		
01-2538	VIKING COCA COLA BOTTLI							
		I-2343849	609-90992-2254	GEN MDSE PURC .	000622	235.15		
01-5731	DOLL DISTRIBUTING							
		C-683125	609-90992-2252	BEER PURCHASE .	000625	44.80-		
		I-679758	609-90992-2252	BEER PURCHASE .	000625	12,592.60		
		I-679758	609-90992-2254	GEN MDSE PURC .	000625	28.00		
		I-683124	609-90992-2252	BEER PURCHASE .	000625	2,935.30		
					DEPARTMENT 0992 LIQUOR PURCHASES	TOTAL:	19,151.06	
					FUND 609 LIQUOR	TOTAL:	19,647.66	
						REPORT GRAND TOTAL:	26,625.64	

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-21261	AMERICAN FAMILY LIFE INSUR	942.60						
	101-40931-2211	GENERAL SUPPLIES	23.97	1,500	1,398.44				
	101-40931-3331	TRAVEL, CONFERENCES AND SC	371.61	3,475	2,483.39				
	101-40931-3332	MILEAGE ALLOWANCE	283.04	700	335.76				
	101-42071-2211	GENERAL SUPPLIES	40.00	10,815	7,125.45				
	101-50151-2211	GENERAL SUPPLIES	49.60	12,000	6,490.14				
	101-50151-3311	GENERAL PROFESSIONAL SERVI	15.00	145,000	138,836.19				
	101-50352-2211	GENERAL SUPPLIES	19.98	10,000	6,071.37				
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	989.50	71,500	16,591.65				
	101-60211-2245	EQUIPMENT/TOOLS UP TO \$500	17.97	6,300	5,213.76				
	101-60364-2221	EQUIPMENT REPAIR & MAINTEN	87.78	15,000	1,056.07				
	101-60364-2223	BUILDING REPAIR & MAINTENA	72.48	8,500	7,346.46				
	101-60364-2227	OTHER REPAIRS & MAINTENANC	69.56	16,000	15,930.44				
	101-70276-2211	GENERAL SUPPLIES	194.70	55,000	27,082.68				
	101-70276-2221	EQUIPMENT REPAIR & MAINTEN	93.00	18,000	9,135.37				
	101-70276-2254	GEN MDSE PURCHASES	2,046.55	19,000	12,938.63				
	211-21261	AFLAC	496.08						
	258-70579-2227	OTHER REPAIRS & MAINTENANC	18.78	20,000	17,602.15				
	270-21261	AMERICAN FAMILY LIFE INSUR	142.92						
	494-41136-5520	BUILDINGS & STRUCTURES	31.96	0	36,344.05-	Y			
	602-21248	FLEX	139.57						
	602-21261	AMERICAN FAMILY LIFE INSUR	178.56						
	602-90581-2211	GENERAL SUPPLIES	127.25	250,000	163,926.73				
	602-90581-3311	GENERAL PROFESSIONAL SERVI	517.10	125,625	66,991.72-	Y			
	602-90581-3322	POSTAGE	8.42	1,000	919.02				
	609-21261	AMERICAN FAMILY LIFE INSUR	60.99						
	609-90991-2211	GENERAL SUPPLIES	375.40	7,500	2,318.14				
	609-90991-3333	FREIGHT	6.25	30,000	17,937.33				
	609-90991-3345	ADVERTISING	53.96	30,000	20,003.78				
	609-90992-2251	LIQUOR PURCHASES	2,942.06	1,267,741	718,566.16				
	609-90992-2252	BEER PURCHASES	15,483.10	1,704,028	972,731.04				
	609-90992-2254	GEN MDSE PURCHASES	725.90	70,496	46,034.15				
**	2019-2020 YEAR TOTALS	**	26,625.64						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	942.60
101-0151	POLICE ADMINISTRATION	64.60
101-0211	STREET ADMINISTRATION	1,007.47
101-0276	PARK MAINTENANCE & DEVEL.	2,334.25
101-0352	FIRE SERVICES	19.98
101-0364	AIRPORT	229.82
101-0931	APPRAISING & ASSESSING	678.62
101-2071	ADULT COMMUNITY CTR	40.00

101 TOTAL	GENERAL FUND	5,317.34
211	NON-DEPARTMENTAL	496.08

211 TOTAL	LIBRARY FUND	496.08
258-0579	AMATEUR SPORTS CENTER	18.78

258 TOTAL	ASC ARENA	18.78
270	NON-DEPARTMENTAL	142.92

270 TOTAL	MERIT	142.92
494-1136	** INVALID DEPT **	31.96

494 TOTAL	CITY HALL BUILDING	31.96
602	NON-DEPARTMENTAL	318.13
602-0581	WW OPERATIONS	652.77

602 TOTAL	WASTEWATER OPERATING	970.90
609	NON-DEPARTMENTAL	60.99
609-0991	LIQUOR OPERATIONS	435.61
609-0992	LIQUOR PURCHASES	19,151.06

609 TOTAL	LIQUOR	19,647.66

	** TOTAL **	26,625.64

1 ERROR

** END OF REPORT **

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0707	BISBEE PLUMBING AND HEA	I-201906073526	101-32261	BUILDING PERM REFUND OVERPYMT PRMT 00244	113292	424.75
						424.75
DEPARTMENT NON-DEPARTMENTAL TOTAL:						424.75

01-1623	MARSHALL INDEPENDENT, I	I-052018	101-40141-3346	GENERAL NOTIC 04/19 DISPLAY & LEGALS	113330	342.40
		I-052018	101-40141-3346	GENERAL NOTIC 04/19 DISPLAY & LEGALS	113330	78.38
						420.78
DEPARTMENT 0141 MAYOR & COUNCIL TOTAL:						420.78

01-0450	KOPITSKI, JASON	I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	113319	30.00
01-0460	MARSHALL JAMES	I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	113331	80.00
01-0503	TOMASEK, TIM	I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	113359	30.00
01-0518	WENKER, JEFFREY	I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	113365	30.00
01-1158	GALLS INC	C-012793479	101-50151-2214	UNIFORMS BOOTS RIEKE	113307	139.95-
		I-012734849	101-50151-2214	UNIFORMS SHIRTS	113307	153.11
		I-012734872	101-50151-2214	UNIFORMS BOOTS S WILSON	113307	127.35
		I-012791884	101-50151-2214	UNIFORMS NAMETAG- WILSON	113307	19.96
		I-012802587	101-50151-2214	UNIFORMS SHIRT-KLENKEN	113307	53.28
		I-012802593	101-50151-2214	UNIFORMS PANTS - RIEKE	113307	102.87
		I-012802596	101-50151-2214	UNIFORMS SHIRTS	113307	106.56
		I-012812844	101-50151-2214	UNIFORMS SHIRT	113307	53.28
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	101-50151-2212	MOTOR FUELS, 02/19 FUEL	113323	208.05
	PROJ: PG1-2212 BLR GANG/DRUG TF-GANG			MOTOR FUEL, LUBRICANTS		
		I-201906063517	101-50151-2212	MOTOR FUELS, 02/19 FUEL	113323	2,249.79
01-1690	MOBILE HEALTH SERVICES	I-201906073527	101-50151-3311	GENERAL PROFE TESTING	113332	509.24
01-5515	HOFFMANN, RYAN	I-06/19 CE-CELLPHONE	101-50151-3321	TELEPHONE & C	113313	30.00
		I-201906063516	101-50151-3321	TELEPHONE & C REPLACE CK 108666, 108301	113313	60.00
01-5733	VAST BROADBAND	I-015044401-0519-1	101-50151-3321	TELEPHONE & C 05/26-06/25/19	113362	34.27
						3,737.81
DEPARTMENT 0151 POLICE ADMINISTRATION TOTAL:						3,737.81

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0156 CHEMICAL ASSESSMENT TEAM
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	101-50156-2212	MOTOR FUELS, 02/19 FUEL	113323	136.06
	PROJ: PC5-2212	10/14-09/16 CAT GRANT		MOTOR FUELS, LUBRICANTS & ADDI		
01-1690	MOBILE HEALTH SERVICES					
		I-201906073527	101-50156-3311	GENERAL PROFE TESTING	113332	1,577.88
	PROJ: PC5-3311	10/14-09/16 CAT GRANT		GENERAL PROFESSIONAL SVC		
DEPARTMENT 0156 CHEMICAL ASSESSMENT TEAM TOTAL:						1,713.94
01-0481	ROKEH, JASON					
		I-06/19 CE-CELL PHON	101-60162-3321	TELEPHONE & C	113350	30.00
01-0495	SWANSON, GREGG					
		I-06/19 CE-CELL PHON	101-60162-3321	TELEPHONE & C	113356	30.00
01-0689	BEND RITE FABRICATION I					
		I-42111	101-60162-2211	GENERAL SUPPL CUT STAKES	113290	58.31
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	101-60162-2212	MOTOR FUELS, 02/19 FUEL	113323	498.64
01-1690	MOBILE HEALTH SERVICES					
		I-201906073527	101-60162-3311	GENERAL PROFE TESTING	113332	64.16
01-1945	NORMS GTC					
		C-7480-94870	101-60162-2221	EQUIPMENT REP RETURN PARTS	113341	54.99-
		I-7480--94866	101-60162-2221	EQUIPMENT REP PARTS FOR 2006 CHEVY	113341	55.99
		I-7480-94861	101-60162-2221	EQUIPMENT REP PARTS 2007 CHEV SILVERADO	113341	145.90
		I-7480-94926	101-60162-2221	EQUIPMENT REP PARTS FOR CHEV 2500	113341	39.27
01-4810	HOPE HAVEN FOR THE ACHI					
		I-CI-002421	101-60162-2211	GENERAL SUPPL STAKES & LATH	113314	2,702.84
01-5180	RTVISION INC					
		I-2019-100601	101-60162-2217	COMPUTER SOFT ONE OFFICE	113351	3,600.00
DEPARTMENT 0162 ENGINEERING TOTAL:						7,170.12
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	101-60164-2212	MOTOR FUELS, 02/19 FUEL	113323	182.86
01-1623	MARSHALL INDEPENDENT, I					
		I-052018	101-60164-3346	GENERAL NOTIC 04/19 DISPLAY & LEGALS	113330	149.63
01-1690	MOBILE HEALTH SERVICES					
		I-201906073527	101-60164-3311	GENERAL PROFE TESTING	113332	16.04
DEPARTMENT 0164 COMMUNITY PLANNING TOTAL:						348.53

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0176 AQUATIC CENTER
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1256	HAWKINS INC	I-4500651	101-70176-2211	GENERAL SUPPL POOL CHEMICAL	113311	3,668.30
01-2073	PRECISION DYNAMICS CORP	I-4535260	101-70176-2211	GENERAL SUPPL MAC WRISTBANDS	113345	936.81
01-3819	DACOTAH PAPER CO	I-71409	101-70176-2211	GENERAL SUPPL SUPPLIES	113302	239.66
01-3983	LIVING CONNECTED INC.	I-4356	101-70176-3323	ALARMS 05/20/19-05/19/20	113320	263.40
01-5813	ACE HOME & HARDWARE	I-93156	101-70176-2211	GENERAL SUPPL MATERIALS	113285	15.35
DEPARTMENT 0176 AQUATIC CENTER					TOTAL:	5,123.52
01-0137	SHERWIN WILLIAMS	I-5957-9	101-60211-2221	EQUIPMENT REP PAINT GUNS	113353	39.76
01-0403	DWIRE, PHILIP	I-201906063515	101-60211-2215	SAFETY WEAR & 2019 SAFETY SHOES/SHIRTS	113305	96.49
01-0728	BUFFALO RIDGE CONCRETE,	I-M380399	101-60211-2227	OTHER REPAIRS SHOP SEWER PIPE WORK	113296	158.00
01-0924	CURT'S COLLISION CENTER	I-4520	101-60211-2221	EQUIPMENT REP 2015 DODGE PU101	113301	1,229.00
01-1020	DUININCK BROS., INC.	I-535785	101-60211-2227	OTHER REPAIRS SHOP ASPHALT	113304	460.00
		I-535898	101-60211-2227	OTHER REPAIRS CARLSON ST MANHOLES	113304	641.25
01-1506	LOCATORS & SUPPLIES INC	I-0276211-IN	101-60211-2215	SAFETY WEAR & LED VEHICLE FLASHER	113321	392.01
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	101-60211-2212	MOTOR FUELS, 02/19 FUEL	113323	1,459.87
		I-201906063517	101-60211-2212	MOTOR FUELS, 02/19 FUEL	113323	0.00
01-1565	MACQUEEN EQUIPMENT INC.	I-P20102	101-60211-2221	EQUIPMENT REP OSHKOSH BLOWER	113326	98.59
01-1623	MARSHALL INDEPENDENT, I	I-052018	101-60211-2227	OTHER REPAIRS 04/19 DISPLAY & LEGALS	113330	228.00
	PROJ: Z50-2227	CHIP SEAL/SEAL COAT		OTHER REPAIRS & MAINTENANCE		
01-1690	MOBILE HEALTH SERVICES					

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0211 STREET ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1690	MOBILE HEALTH SERVICES			continued		
		I-201906073527	101-60211-3311	GENERAL PROFE TESTING	113332	128.32
01-4980	MENARDS INC					
		I-40637	101-60211-2212	MOTOR FUELS, TACK WAGON PROPANE	113334	48.92
01-5095	KIBBLE EQUIPMENT					
		I-1897150	101-60211-2221	EQUIPMENT REP JD4720	113318	63.48
01-5451	PSI POWER WASHERS INC					
		I-35851	101-60211-2221	EQUIPMENT REP O RINGS	113346	7.46
01-5696	BROTHERS FIRE PROTECTIO					
		I-30064	101-60211-3311	GENERAL PROFE 2019 ANNUAL INSPECTION	113295	345.00
01-5813	ACE HOME & HARDWARE					
		I-92908	101-60211-2221	EQUIPMENT REP WEED WHIP PARTS	113285	49.37
		I-93652	101-60211-2212	MOTOR FUELS, TACK WAGON	113285	32.10
01-5961	WAYNE'S TRACTOR REPAIR					
		I-5610	101-60211-2221	EQUIPMENT REP BOOM MOWER	113363	413.00
01-6000	BARCO PRODUCTS					
		I-SORC010268	101-60211-2227	OTHER REPAIRS LIBRARY SPEED BUMPS	113288	137.17
01-6137	TEIGS LAWN CARE & LANDS					
		I-201906063523	101-60211-2227	OTHER REPAIRS 05/19 104 F ST	113357	80.00
DEPARTMENT 0211 STREET ADMINISTRATION					TOTAL:	6,107.79
01-0018	BORDER STATES ELECTRIC					
		I-917738384	101-70276-2227	OTHER REPAIRS LED LIGHTS POOL	113294	188.04
01-0682	BEACON ATHLETICS					
		I-0506280	101-70276-2227	OTHER REPAIRS WINDSCREEN & BATTING MATS	113289	613.00
01-0689	BEND RITE FABRICATION I					
		I-42159	101-70276-2227	OTHER REPAIRS BATTING & HELMET HOLDERS	113290	601.97
		I-42175	101-70276-2227	OTHER REPAIRS SIGN POSTS BIKE SHARE	113290	118.42
01-0707	BISBEE PLUMBING AND HEA					
		I-49071	101-70276-2227	OTHER REPAIRS DRINKING FOUNTAIN REPAIRS	113292	517.83
01-0726	BORCHS SPORTING GOODS					
		I-AAK107388	101-70276-2211	GENERAL SUPPL 7 RAIN COATS	113293	455.00
01-1215	GREENWOOD NURSERY					
		I-9950	101-70276-2227	OTHER REPAIRS ROSE BUSHES	113310	520.00

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0276 PARK MAINTENANCE & DEVEL.
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1215	GREENWOOD NURSERY		continued			
		I-9980	101-70276-2211	GENERAL SUPPL GREENWOOD NURSERY	113310	279.00
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	101-70276-2212	MOTOR FUELS, 02/19 FUEL	113323	1,286.05
		I-201906063517	101-70276-2212	MOTOR FUELS, 02/19 FUEL	113323	0.00
01-1690	MOBILE HEALTH SERVICES					
		I-201906073527	101-70276-3311	GENERAL PROFE TESTING	113332	64.16
01-2248	SCOTT'S TREE SERVICE					
		I-4111	101-70276-2227	OTHER REPAIRS TREE REMOVAL	113352	875.00
01-3206	REINHART FOODS					
		I-962972	101-70276-2254	GEN MDSE PURC ASC CONCESSIONS	113349	749.39
		I-963935	101-70276-2254	GEN MDSE PURC ASC CONCESSIONS	113349	4.38
01-3538	TURFWERKS					
		I-EI08730	101-70276-2221	EQUIPMENT REP SMITHCO TIRE	113360	113.81
01-5095	KIBBLE EQUIPMENT					
		I-1895112	101-70276-2221	EQUIPMENT REP MOWER CYLINDER #5	113318	322.96
01-5813	ACE HOME & HARDWARE					
		I-91924	101-70276-2211	GENERAL SUPPL MATERIALS	113285	4.99
		I-92122	101-70276-2227	OTHER REPAIRS LUMBER	113285	52.47
DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.TOTAL:						6,766.47
01-1267	HEIMAN INC.					
		I-05879589-IN	101-50352-2221	EQUIPMENT REP TURNOUT GEAR REPAIR	113312	45.00
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	101-50352-2212	MOTOR FUELS, 02/19 FUEL	113323	186.52
		I-201906063517	101-50352-2212	MOTOR FUELS, 02/19 FUEL	113323	0.00
01-1690	MOBILE HEALTH SERVICES					
		I-201906073527	101-50352-3311	GENERAL PROFE TESTING	113332	6,602.24
01-1840	MN WEST COMMUNITY TECHN					
		I-00243462	101-50352-3331	TRAVEL, CONFE NEPA 1001 ONLINE CODE	113339	200.00
01-4372	VANIWAARDEN ASSOC.					
		I-201906063525	101-50352-3311	GENERAL PROFE 05/19 SVC GASB 67/68 ACTUARIAL	113361	1,500.00
01-5288	WEST CENTRAL COMMUNICAT					
		I-087496S	101-50352-2245	EQUIPMENT/TOO WCC FILING FEE	113366	60.00
DEPARTMENT 0352 FIRE SERVICES TOTAL:						8,593.76

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0364 AIRPORT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT			
01-0018	BORDER STATES ELECTRIC	I-917773194	101-60364-2211	GENERAL SUPPL A/D BULBS	113294	226.60			
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	101-60364-2212	MOTOR FUELS, 02/19 FUEL	113323	229.10			
01-1690	MOBILE HEALTH SERVICES	I-201906073527	101-60364-3311	GENERAL PROFE TESTING	113332	48.12			
01-2096	QUARNSTROM & DOERING, P	I-M2148-100S72174	101-60364-3313	LEGAL FEES HELENA RELOCATION	113347	280.00			
01-2429	TKDA	I-201906063524	101-60364-3312	CONSULTANT FE MASTERPLAN UPDATE	113358	991.71			
	PROJ: Z43-3312	MASTER PLAN/ALP		CONSULTANT FEES					
01-3606	CBA LIGHTING & CONTROLS	I-190158	101-60364-2211	GENERAL SUPPL RUNWAY LIGHT BULBS	113298	591.69			
		I-190161	101-60364-2211	GENERAL SUPPL RUNWAY LIGHTBULBS	113298	568.86			
01-3971	MEULEBROECK, ANDY	I-06/19 CE-CELL PHON	101-60364-3321	TELEPHONE	113335	30.00			
01-5696	BROTHERS FIRE PROTECTIO	I-30007	101-60364-3323	ALARMS 2019 ANNUAL INSPECTION-A/D BLD	113295	345.00			
01-5733	VAST BROADBAND	I-001575601-0519-1	101-60364-3321	TELEPHONE 05/22-06/21/19	113362	122.68			
					DEPARTMENT 0364 AIRPORT	TOTAL: 3,433.76			
					I-002687001-0519-1	101-50453-3321	TELEPHONE & C 05/26-06/25/19	113362	33.97
					DEPARTMENT 0453 ANIMAL IMPOUNDMENT	TOTAL: 33.97			
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	101-40671-2212	MOTOR FUELS, 02/19 FUEL	113323	53.19			
					DEPARTMENT 0671 CABLE COMMISSION	TOTAL: 53.19			
					I-201906063517	101-70675-2212	MOTOR FUELS, 02/19 FUEL	113323	0.00
					DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL: 0.00			
01-0095	MINNESOTA CITY/COUNTY M								

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0741 CITY ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0095	MINNESOTA CITY/COUNTY M			continued		
		I-201906043506	101-40741-3433	DUES & SUBSCR 05/19-04/20 MEMBERSHIP	113337	163.79
		I-201906063521	101-40741-3433	DUES & SUBSCR 05/19-04/20 MEMBERSHIP	113337	163.79
DEPARTMENT 0741 CITY ADMINISTRATION					TOTAL:	327.58
01-1574	MAGIC WATER					
		I-201906053510	101-40821-2211	GENERAL SUPPL 06/01-06/30/19	113327	39.50
DEPARTMENT 0821 FINANCE					TOTAL:	39.50
01-0726	BORCHS SPORTING GOODS					
		I-AAK107779	101-70971-2211	GENERAL SUPPL BB/T BALL EQUIPMENT	113293	465.00
	PROJ: 402-2211		BASEBALL JUNIOR	GENERAL SUPPLIES		
DEPARTMENT 0971 RECREATION-SUMMER					TOTAL:	465.00
01-2096	QUARNSTROM & DOERING, P					
		I-201906063522	101-41041-3313	LEGAL FEES 06/19 SVC	113347	10,532.33
DEPARTMENT 1041 LEGAL					TOTAL:	10,532.33
01-1417	KENNEDY & GRAVEN, CHART					
		I-201906053509	101-41136-3313	LEGAL FEES GENERAL MATTERS	113317	1,007.00
01-1552	LYON COUNTY RECORDER					
		I-218141	101-41136-3311	GENERAL PROFE RESOLUTION	113325	46.00
		I-218142	101-41136-3311	GENERAL PROFE RESOLUTION	113325	46.00
		I-218143	101-41136-3311	GENERAL PROFE FOLEY PLAT	113325	56.00
		I-218144	101-41136-3311	GENERAL PROFE CONSENT TO PLAT	113325	46.00
		I-218145	101-41136-3311	GENERAL PROFE PROPERTY DESCRIPTION AMMENDMEN	113325	46.00
		I-218274	101-41136-3311	GENERAL PROFE PERMIT	113325	46.00
		I-218298	101-41136-3311	GENERAL PROFE HRA RESOLUTION	113325	46.00
		I-218299	101-41136-3311	GENERAL PROFE HRA QUIT CLAIM DEED	113325	47.65
		I-218300	101-41136-3311	GENERAL PROFE RESOLUTION	113325	46.00
01-1616	MARSHALL CONVENTION & V					
		I-201906063518	101-41136-2219	LODGING TAX 04/19 LODGING TAX	113329	11,751.41
01-5857	MORRIS ELECTRONICS					
		I-20152443	101-41136-3311	GENERAL PROFE IT CONSULTING	113340	625.00
		I-20152479	101-41136-3311	GENERAL PROFE IT CONSULTING	113340	40.00
DEPARTMENT 1136 GEN COMM DEVELOPMENT					TOTAL:	13,849.06

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0885	CONTINENTAL RESEARCH CO	I-478183-CRC-1	101-41231-2211	GENERAL SUPPL DRAIN CLEANER, WEED SPRAY	113300	486.87
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	101-41231-2212	MOTOR FUELS, 02/19 FUEL	113323	197.66
01-1690	MOBILE HEALTH SERVICES	I-201906073527	101-41231-3311	GENERAL PROFE TESTING	113332	32.08
01-1794	MEI TOTAL ELEVATOR SOLU	I-804669	101-41231-3405	MAINTENANCE A 06/19 SVC	113333	156.50
01-2311	SOUTHWEST GLASS CENTER	I-103781	101-41231-2223	BUILDING REPA REAR ENTRANCE DOOR	113355	47.00
01-3819	DACOTAH PAPER CO	I-74396	101-41231-2211	GENERAL SUPPL SUPPLIES	113302	153.67
01-4980	MENARDS INC	I-40638	101-41231-2211	GENERAL SUPPL SUPPLIES	113334	33.42
DEPARTMENT 1231 MUNICIPAL BLDG MAINT					TOTAL:	1,107.20
01-0840	CHICKEN CONNECTION	I-52605	101-42071-2211	GENERAL SUPPL PROGRAM	113299	61.39
01-3816	LUTHERAN SOCIAL SERVICE	I-201906043507	101-42071-2211	GENERAL SUPPL SUPPLIES	113322	80.40
DEPARTMENT 2071 ADULT COMMUNITY CTR					TOTAL:	141.79
FUND 101 GENERAL FUND					TOTAL:	70,390.85

PACKET: 06884 CITY AP
VENDOR SET: 01
FUND : 208 EDA ADMINISTRATION
DEPARTMENT: 1136 GENERAL COMMUNITY DEV
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1604	MARSHALL AREA CHAMBER O					
		I-201906063519	208-41136-3312	CONSULTANT FE 06/19 SW MN PART AGREEMENT	113328	9,400.00
01-4220	WEBTOMIX					
		I-51823	208-41136-3347	MARKETING 05/19 WEBSITE MAINTENANCE	113364	148.75
DEPARTMENT 1136 GENERAL COMMUNITY DEV					TOTAL:	9,548.75
FUND 208 EDA ADMINISTRATION					TOTAL:	9,548.75

PACKET: 06884 CITY AP
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1616	MARSHALL CONVENTION & V					
		I-201906063520	258-70579-3312	CONSULTANT FE 06/19 SRASC SERV AGREEMENT	113329	7,000.00
01-1945	NORMS GTC					
		I-7480-94532	258-70579-2221	EQUIPMENT REP V BELTS	113341	59.61
DEPARTMENT 0579 AMATEUR SPORTS CENTER					TOTAL:	7,059.61
FUND 258 ASC ARENA					TOTAL:	7,059.61

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 260 MARSHALL INDUSTRIAL FOUND
 DEPARTMENT: 0211 STREET ADMIN
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1623	MARSHALL INDEPENDENT, I	I-052018	260-60211-5570	INFRASTRUCTUR 04/19 DISPLAY & LEGALS	113330	356.25
					DEPARTMENT 0211 STREET ADMIN	TOTAL: 356.25
					FUND 260 MARSHALL INDUSTRIAL FOUND	TOTAL: 356.25

PACKET: 06884 CITY AP
VENDOR SET: 01
FUND : 270 MERIT
DEPARTMENT: 0551 MERIT OPERATIONS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	270-50551-2212	MOTOR FUELS, 02/19 FUEL	113323	93.31
01-3819	DACOTAH PAPER CO					
		I-74397	270-50551-2211	GENERAL SUPPL SUPPLIES	113302	344.23
01-5702	B & H PHOTO & ELECTRONI					
		I-158094009	270-50551-2245	EQUIPMENT/TOO CLASSROOM D TECHNOLOGY	113287	2,186.60
		I-158179257	270-50551-2245	EQUIPMENT/TOO CLASS D TECHNOLOGY	113287	66.00
		I-158352004	270-50551-2245	EQUIPMENT/TOO CLASSROOM D TECHNOLOGY	113287	427.68
01-5911	KUGLIN, SARAH					
		I-2350	270-50551-3311	GENERAL PROFE WEBSITE MANAGEMENT	113348	240.00
DEPARTMENT 0551 MERIT OPERATIONS					TOTAL:	3,357.82
FUND 270 MERIT					TOTAL:	3,357.82

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 401 CAPITAL EQUIPMENT FUND
 DEPARTMENT: 0162 ENGINEERING
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-3772	FRONTIER PRECISION	I-192939	401-60162-5540	CAPITAL OUTLA TRIMBLES	113306	33,628.66
				DEPARTMENT 0162 ENGINEERING	TOTAL:	33,628.66
01-1623	MARSHALL INDEPENDENT, I	I-052018	401-60211-5570	INFRASTRUCTUR 04/19 DISPLAY & LEGALS	113330	593.76
	PROJ: Z51-5570		OVERLAY/RESURFACING	INFRASTRUCTURE		
01-5961	WAYNE'S TRACTOR REPAIR	I-5523	401-60211-5540	MACHINERY & E BOOM MOWER	113363	23,798.25
				DEPARTMENT 0211 STREET ADMINISTRATION	TOTAL:	24,392.01
			FUND 401	CAPITAL EQUIPMENT FUND	TOTAL:	58,020.67

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 413 SMASC BALL PARKS
 DEPARTMENT: 0577 BALL PARKS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0728	BUFFALO RIDGE CONCRETE,					
		C-201906053514	413-70577-5530	IMPR OTHER TH DUP PYMT	113296	1,035.00-
		I-M263920	413-70577-5530	IMPR OTHER TH CONCRETE	113296	93.66
		I-M380540	413-70577-5530	IMPR OTHER TH CONCRETE	113296	387.00
		I-M380572	413-70577-5530	IMPR OTHER TH CONCRETE	113296	1,071.00
		I-M380578	413-70577-5530	IMPR OTHER TH CONCRETE	113296	624.75
		I-M380615	413-70577-5530	IMPR OTHER TH CONCRETE	113296	297.50
DEPARTMENT 0577 BALL PARKS					TOTAL:	1,438.91
FUND 413 SMASC BALL PARKS					TOTAL:	1,438.91

PACKET: 06884 CITY AP

VENDOR SET: 01

FUND : 462 2017 PUBLIC IMPROVE/EQUIP

DEPARTMENT: 0211 STREET ADMINISTRATION

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1721	MIDWEST CONTRACTING LLC					
		I-201906053511	462-60211-5570	INFRASTRUCTUR PAY APPL #11, Z47	COMMERCE 113336	337,418.15
	PROJ: Z47-5570		COMMERCE INDUSTRIAL PARK	INFRASTRUCTURE		
					DEPARTMENT 0211 STREET ADMINISTRATION	TOTAL: 337,418.15
					FUND 462 2017 PUBLIC IMPROVE/EQUIP	TOTAL: 337,418.15

PACKET: 06884 CITY AP
VENDOR SET: 01
FUND : 475 2018 PUBLIC IMPROVEMENT26
DEPARTMENT: 0211 ** INVALID DEPT **
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2096	QUARNSTROM & DOERING, P					
		I-M2309-100,S72179	475-60211-5570	INFRASTRUCTUR Z64 SARATOGA	113347	100.00
	PROJ: Z64-5570	SARATOGA STREET RECON		INFRASTRUCTURE		
		I-M2311-100,S72180	475-60211-5570	INFRASTRUCTUR Z67 MICHIGAN/SUPERIOR RECON	113347	468.00
	PROJ: Z67-5570	SUPERIOR/MICHIGAN ROAD		INFRASTRUCTURE		
DEPARTMENT 0211 ** INVALID DEPT **					TOTAL:	568.00
01-4126	DOOM & CUYPER CONSTRUCT					
		I-201906053508	475-70276-5520	BUILDINGS & S PAY APPL#7 JUSTICE BATHROOM	113303	8,865.00
DEPARTMENT 0276 ** INVALID DEPT **					TOTAL:	8,865.00
FUND 475 2018 PUBLIC IMPROVEMENT26TOTAL:						9,433.00

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: 0581 WW OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0018	BORDER STATES ELECTRIC	I-917747096	602-90581-2211	GENERAL SUPPL MATERIALS	113294	40.37
01-0475	POLFLIET, LAWRENCE	I-06/19 CE-CELL PHON	602-90581-3321	TELEPHONE & C	113344	30.00
01-1201	GRAINGER INC	I-9187155883	602-90581-2211	GENERAL SUPPL V BELT	113309	11.18
01-1256	HAWKINS INC	I-4511038	602-90581-2211	GENERAL SUPPL FERRIC CHLORIDE	113311	5,582.65
01-1545	LYON COUNTY HIGHWAY DEP	I-201906063517	602-90581-2212	MOTOR FUELS, 02/19 FUEL	113323	273.45
01-1623	MARSHALL INDEPENDENT, I	I-052018	602-90581-3346	GENERAL NOTIC 04/19 DISPLAY & LEGALS	113330	164.78
01-1690	MOBILE HEALTH SERVICES	I-201906073527	602-90581-3311	GENERAL PROFE TESTING	113332	1,122.76
01-1813	MN POLLUTION CONTROL AG	I-10000072697	602-90581-3437	LICENSES AND IND STORMWATER PRMT	113338	400.00
01-2311	SOUTHWEST GLASS CENTER	I-103787	602-90581-2211	GENERAL SUPPL HINGE	113355	25.00
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	7,650.19
FUND 602 WASTEWATER OPERATING					TOTAL:	7,650.19

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1399	JOHNSON BROTHERS LIQUOR					
		C-544463	609-90991-3333	FREIGHT .	113316	0.28-
		I-1302512	609-90991-3333	FREIGHT .	113316	169.85
		I-1302513	609-90991-3333	FREIGHT .	113316	276.06
01-2019	PAUSTIS WINE COMPANY					
		I-52066	609-90991-3333	FREIGHT .	113342	160.00
01-2036	PHILLIPS WINE AND SPIRI					
		C-330775	609-90991-3333	FREIGHT .	113343	5.07-
		I-2563148	609-90991-3333	FREIGHT .	113343	172.82
		I-2563149	609-90991-3333	FREIGHT .	113343	77.75
01-2605	WINE MERCHANTS					
		I-7237248	609-90991-3333	FREIGHT .	113368	1.69
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1825512	609-90991-3333	FREIGHT .	113354	43.10
		I-1825513	609-90991-3333	FREIGHT .	113354	16.80
01-4980	MENARDS INC					
		I-40331	609-90991-2211	GENERAL SUPPL SUPPLIES	113334	36.05
DEPARTMENT 0991 LIQUOR OPERATIONS					TOTAL:	948.77
01-0630	ARCTIC GLACIER					
		I-1949915103	609-90992-2254	GEN MDSE PURC .	113286	40.04
01-0699	BEVERAGE WHOLESALERS					
		I-061538	609-90992-2252	BEER PURCHASE .	113291	7,815.72
		I-062468	609-90992-2252	BEER PURCHASE .	113291	3,914.40
		I-062469	609-90992-2252	BEER PURCHASE .	113291	16,494.60
		I-062470	609-90992-2252	BEER PURCHASE .	113291	473.00
01-0799	CARLOS CREEK WINERY					
		I-17314	609-90992-2253	WINE PURCHASE .	113297	1,416.00
01-1399	JOHNSON BROTHERS LIQUOR					
		C-544463	609-90992-2251	LIQUOR PURCHA .	113316	16.17-
		I-1302512	609-90992-2251	LIQUOR PURCHA .	113316	10,395.91
		I-1302513	609-90992-2253	WINE PURCHASE .	113316	9,760.40
		I-1302514	609-90992-2252	BEER PURCHASE .	113316	1,122.50
01-2019	PAUSTIS WINE COMPANY					
		I-52066	609-90992-2253	WINE PURCHASE .	113342	3,592.00
01-2036	PHILLIPS WINE AND SPIRI					
		C-330775	609-90992-2251	LIQUOR PURCHA .	113343	141.30-

PACKET: 06884 CITY AP
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0992 LIQUOR PURCHASES
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2036	PHILLIPS WINE AND SPIRI		continued			
		I-2563148	609-90992-2251	LIQUOR PURCHA .	113343	12,582.23
		I-2563149	609-90992-2254	GEN MDSE PURC .	113343	391.00
		I-2563149	609-90992-2253	WINE PURCHASE .	113343	2,055.75
01-2605	WINE MERCHANTS					
		I-7237248	609-90992-2253	WINE PURCHASE .	113368	128.00
01-4855	SOUTHERN GLAZER'S OF MN					
		I-1825512	609-90992-2251	LIQUOR PURCHA .	113354	3,559.01
		I-1825513	609-90992-2253	WINE PURCHASE .	113354	978.00
01-5546	INDIAN ISLAND WINERY					
		I-2683	609-90992-2253	WINE PURCHASE .	113315	378.72
01-6392	GLACIAL RIDGE WINERY, I					
		I-214817	609-90992-2253	WINE PURCHASE .	113308	125.64
01-6393	WILD MOUNTAIN WINERY, I					
		I-61	609-90992-2253	WINE PURCHASE .	113367	251.28
DEPARTMENT 0992 LIQUOR PURCHASES					TOTAL:	75,316.73
FUND 609 LIQUOR					TOTAL:	76,265.50

PACKET: 06884 CITY AP
VENDOR SET: 01
FUND : 630 SURFACE WATER MGT UTILITY
DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1545	LYON COUNTY HIGHWAY DEP					
		I-201906063517	630-90661-2212	MOTOR FUELS, 02/19 FUEL	113323	812.25
		I-201906063517	630-90661-2212	MOTOR FUELS, 02/19 FUEL	113323	0.00
01-1623	MARSHALL INDEPENDENT, I					
		I-052018	630-90661-5570	INFRASTRUCTUR 04/19 DISPLAY & LEGALS	113330	712.50
	PROJ: Z73-5570		COUNTRY CLUB UTILITY IMPR	INFRASTRUCTURE		
		I-052018	630-90661-5570	INFRASTRUCTUR 04/19 DISPLAY & LEGALS	113330	665.00
	PROJ: Z72-5570		HAHN RD	INFRASTRUCTURE		
DEPARTMENT 0661 SURFACE WATER MGT UTILITYTOTAL:						2,189.75
FUND 630 SURFACE WATER MGT UTILITYTOTAL:						2,189.75
REPORT GRAND TOTAL:						583,129.45

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-32261	BUILDING PERMIT*NON-EXPENS	424.75	135,000-	46,848.07-				
	101-40141-3346	GENERAL NOTICES & PUBLIC I	420.78	4,000	1,280.65				
	101-40671-2212	MOTOR FUELS, LUBRICANTS	53.19	700	489.36				
	101-40741-3433	DUES & SUBSCRIPTIONS	327.58	2,729	1,621.42				
	101-40821-2211	GENERAL SUPPLIES	39.50	2,500	1,852.57				
	101-41041-3313	LEGAL FEES	10,532.33	126,388	63,194.02				
	101-41136-2219	LODGING TAX	11,751.41	161,500	117,198.32				
	101-41136-3311	GENERAL PROFESSIONAL SERVI	1,090.65	44,536	1,971.56				
	101-41136-3313	LEGAL FEES	1,007.00	15,000	8,110.21				
	101-41231-2211	GENERAL SUPPLIES	673.96	6,700	3,580.24				
	101-41231-2212	MOTOR FUELS, LUBRICANTS &	197.66	2,500	1,412.21				
	101-41231-2223	BUILDING REPAIR & MAINTENA	47.00	6,150	5,356.09				
	101-41231-3311	GENERAL PROFESSIONAL SERVI	32.08	2,300	1,880.92				
	101-41231-3405	MAINTENANCE AGREEMENTS	156.50	2,330	1,417.58				
	101-42071-2211	GENERAL SUPPLIES	141.79	10,815	6,904.71				
	101-50151-2212	MOTOR FUELS, LUBRICANTS &	2,457.84	32,000	19,923.51				
	101-50151-2214	UNIFORMS	476.46	8,969	4,683.30				
	101-50151-3311	GENERAL PROFESSIONAL SERVI	509.24	145,000	138,326.95				
	101-50151-3321	TELEPHONE & CELLULAR PHONE	294.27	18,500	11,714.64				
	101-50156-2212	MOTOR FUELS, LUBRICANTS &	136.06	900	637.47				
	101-50156-3311	GENERAL PROFESSIONAL SERVI	1,577.88	0	1,602.38-	Y			
	101-50352-2212	MOTOR FUELS, LUBRICANTS &	186.52	5,000	3,666.55				
	101-50352-2221	EQUIPMENT REPAIR & MAINTEN	45.00	38,800	20,747.52				
	101-50352-2245	EQUIPMENT/TOOLS UP TO \$500	60.00	35,700	29,122.19				
	101-50352-3311	GENERAL PROFESSIONAL SERVI	8,102.24	25,000	2,875.16				
	101-50352-3331	TRAVEL, CONFERENCES AND SC	200.00	16,800	6,116.08				
	101-50453-3321	TELEPHONE & CELLULAR PHONE	33.97	408	272.15				
	101-60162-2211	GENERAL SUPPLIES	2,761.15	3,500	977.95-	Y			
	101-60162-2212	MOTOR FUELS, LUBRICANTS &	498.64	4,000	2,681.80				
	101-60162-2217	COMPUTER SOFTWARE	3,600.00	13,000	4,240.25				
	101-60162-2221	EQUIPMENT REPAIR & MAINTEN	186.17	2,500	1,894.77				
	101-60162-3311	GENERAL PROFESSIONAL SERVI	64.16	1,000	549.75				
	101-60162-3321	TELEPHONE & CELLULAR PHONE	60.00	5,000	3,371.34				
	101-60164-2212	MOTOR FUELS, LUBRICANTS &	182.86	1,500	821.36				
	101-60164-3311	GENERAL PROFESSIONAL SERVI	16.04	1,000	1,833.04-	Y			
	101-60164-3346	GENERAL NOTICES & PUBLIC I	149.63	2,500	545.42				
	101-60211-2212	MOTOR FUELS, LUBRICANTS &	1,540.89	43,300	10,332.11-	Y			
	101-60211-2215	SAFETY WEAR & EQUIPMENT	488.50	5,750	4,488.95				
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	1,900.66	71,500	14,385.51				
	101-60211-2227	OTHER REPAIRS & MAINTENANC	1,704.42	290,100	272,029.91				
	101-60211-3311	GENERAL PROFESSIONAL SERVI	473.32	18,500	88,363.82-	Y			
	101-60364-2211	GENERAL SUPPLIES	1,387.15	14,000	7,104.29				
	101-60364-2212	MOTOR FUELS, LUBRICANTS &	229.10	13,000	2,501.91				
	101-60364-3311	GENERAL PROFESSIONAL SERVI	48.12	10,000	2,005.38				
	101-60364-3312	CONSULTANT FEES	991.71	1,000	8.29				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-60364-3313	LEGAL FEES	280.00	500	1,060.00	-	Y		
	101-60364-3321	TELEPHONE	152.68	6,200	3,174.78				
	101-60364-3323	ALARMS	345.00	1,000	655.00				
	101-70176-2211	GENERAL SUPPLIES	4,860.12	36,000	29,729.00				
	101-70176-3323	ALARMS	263.40	300	36.60				
	101-70276-2211	GENERAL SUPPLIES	738.99	55,000	26,185.52				
	101-70276-2212	MOTOR FUELS, LUBRICANTS &	1,286.05	13,000	6,901.22				
	101-70276-2221	EQUIPMENT REPAIR & MAINTEN	436.77	18,000	8,698.60				
	101-70276-2227	OTHER REPAIRS & MAINTENANC	3,486.73	150,000	140,569.51				
	101-70276-2254	GEN MDSE PURCHASES	753.77	19,000	11,854.53				
	101-70276-3311	GENERAL PROFESSIONAL SERVI	64.16	500	5,304.16	-	Y		
	101-70675-2212	MOTOR FUELS, LUBRICANTS &	0.00	600	545.25				
	101-70971-2211	GENERAL SUPPLIES	465.00	25,000	20,964.44				
	208-41136-3312	CONSULTANT FEES	9,400.00	112,800	56,400.00				
	208-41136-3347	MARKETING	148.75	5,000	1,496.68				
	258-70579-2221	EQUIPMENT REPAIR & MAINTEN	59.61	17,000	7,865.95				
	258-70579-3312	CONSULTANT FEES	7,000.00	84,000	42,000.00				
	260-60211-5570	INFRASTRUCTURE	356.25	0	136,310.30	-	Y		
	270-50551-2211	GENERAL SUPPLIES	344.23	3,000	2,048.73				
	270-50551-2212	MOTOR FUELS, LUBRICANTS	93.31	2,000	1,578.17				
	270-50551-2245	EQUIPMENT/TOOLS UP TO \$500	2,680.28	1,000	3,180.28	-	Y		
	270-50551-3311	GENERAL PROFESSIONAL SERVI	240.00	9,420	3,854.67				
	401-60162-5540	CAPITAL OUTLAY - MACHINERY	33,628.66	35,000	1,371.34				
	401-60211-5540	MACHINERY & EQUIPMENT	23,798.25	295,000	271,201.75				
	401-60211-5570	INFRASTRUCTURE	593.76	0	593.76	-	Y		
	413-70577-5530	IMPR OTHER THAN BLDGS	1,438.91	0	11,447.41	-	Y		
	462-60211-5570	INFRASTRUCTURE	337,418.15	0	344,986.15	-	Y		
	475-60211-5570	INFRASTRUCTURE	568.00	0	256,244.01	-	Y		
	475-70276-5520	BUILDINGS & STRUCTURES	8,865.00	0	53,508.83	-	Y		
	602-90581-2211	GENERAL SUPPLIES	5,659.20	250,000	158,191.67				
	602-90581-2212	MOTOR FUELS, LUBRICANTS &	273.45	50,000	29,975.12				
	602-90581-3311	GENERAL PROFESSIONAL SERVI	1,122.76	125,625	99,732.56	-	Y		
	602-90581-3321	TELEPHONE & CELLULAR PHONE	30.00	7,680	4,752.20				
	602-90581-3346	GENERAL NOTICES & PUBLIC I	164.78	1,000	78.79				
	602-90581-3437	LICENSES AND TAXES	400.00	12,655	912.00				
	609-90991-2211	GENERAL SUPPLIES	36.05	7,500	2,186.81				
	609-90991-3333	FREIGHT	912.72	30,000	17,024.61				
	609-90992-2251	LIQUOR PURCHASES	26,379.68	1,267,741	692,186.48				
	609-90992-2252	BEER PURCHASES	29,820.22	1,704,028	927,776.27				
	609-90992-2253	WINE PURCHASES	18,685.79	544,319	287,292.12				
	609-90992-2254	GEN MDSE PURCHASES	431.04	70,496	45,004.47				
	630-90661-2212	MOTOR FUELS, LUBRICANTS &	812.25	7,500	6,068.10				
	630-90661-5570	INFRASTRUCTURE	1,377.50	271,413	268,945.80				
	** 2019-2020 YEAR TOTALS **		583,129.45						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	424.75
101-0141	MAYOR & COUNCIL	420.78
101-0151	POLICE ADMINISTRATION	3,737.81
101-0156	CHEMICAL ASSESSMENT TEAM	1,713.94
101-0162	ENGINEERING	7,170.12
101-0164	COMMUNITY PLANNING	348.53
101-0176	AQUATIC CENTER	5,123.52
101-0211	STREET ADMINISTRATION	6,107.79
101-0276	PARK MAINTENANCE & DEVEL.	6,766.47
101-0352	FIRE SERVICES	8,593.76
101-0364	AIRPORT	3,433.76
101-0453	ANIMAL IMPOUNDMENT	33.97
101-0671	CABLE COMMISSION	53.19
101-0675	COMM SERVICES ADMIN	0.00
101-0741	CITY ADMINISTRATION	327.58
101-0821	FINANCE	39.50
101-0971	RECREATION-SUMMER	465.00
101-1041	LEGAL	10,532.33
101-1136	GEN COMM DEVELOPMENT	13,849.06
101-1231	MUNICIPAL BLDG MAINT	1,107.20
101-2071	ADULT COMMUNITY CTR	141.79

101 TOTAL	GENERAL FUND	70,390.85
208-1136	GENERAL COMMUNITY DEV	9,548.75

208 TOTAL	EDA ADMINISTRATION	9,548.75
258-0579	AMATEUR SPORTS CENTER	7,059.61

258 TOTAL	ASC ARENA	7,059.61
260-0211	STREET ADMIN	356.25

260 TOTAL	MARSHALL INDUSTRIAL FOUND	356.25
270-0551	MERIT OPERATIONS	3,357.82

270 TOTAL	MERIT	3,357.82

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
401-0162	ENGINEERING	33,628.66
401-0211	STREET ADMINISTRATION	24,392.01

401 TOTAL	CAPITAL EQUIPMENT FUND	58,020.67
413-0577	BALL PARKS	1,438.91

413 TOTAL	SMASC BALL PARKS	1,438.91
462-0211	STREET ADMINISTRATION	337,418.15

462 TOTAL	2017 PUBLIC IMPROVE/EQUIP	337,418.15
475-0211	** INVALID DEPT **	568.00
475-0276	** INVALID DEPT **	8,865.00

475 TOTAL	2018 PUBLIC IMPROVEMENT26	9,433.00
602-0581	WW OPERATIONS	7,650.19

602 TOTAL	WASTEWATER OPERATING	7,650.19
609-0991	LIQUOR OPERATIONS	948.77
609-0992	LIQUOR PURCHASES	75,316.73

609 TOTAL	LIQUOR	76,265.50
630-0661	SURFACE WATER MGT UTILITY	2,189.75

630 TOTAL	SURFACE WATER MGT UTILITY	2,189.75

	** TOTAL **	583,129.45

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
402 BASEBALL JUNIOR	2211 GENERAL SUPPLIES	465.00
	** PROJECT 402 TOTAL **	465.00
PC5 10/14-09/16 CAT GRANT	2212 MOTOR FUELS, LUBRICANTS & ADDI	136.06
	3311 GENERAL PROFESSIONAL SVC	1,577.88
	** PROJECT PC5 TOTAL **	1,713.94
PG1 BLR GANG/DRUG TF-GANG	2212 MOTOR FUEL, LUBRICANTS	208.05
	** PROJECT PG1 TOTAL **	208.05
Z43 MASTER PLAN/ALP	3312 CONSULTANT FEES	991.71
	** PROJECT Z43 TOTAL **	991.71
Z47 COMMERCE INDUSTRIAL PARK	5570 INFRASTRUCTURE	337,418.15
	** PROJECT Z47 TOTAL **	337,418.15
Z50 CHIP SEAL/SEAL COAT	2227 OTHER REPAIRS & MAINTENANCE	228.00
	** PROJECT Z50 TOTAL **	228.00
Z51 OVERLAY/RESURFACING	5570 INFRASTRUCTURE	593.76
	** PROJECT Z51 TOTAL **	593.76
Z64 SARATOGA STREET RECON	5570 INFRASTRUCTURE	100.00
	** PROJECT Z64 TOTAL **	100.00
Z67 SUPERIOR/MICHIGAN ROAD	5570 INFRASTRUCTURE	468.00
	** PROJECT Z67 TOTAL **	468.00
Z72 HAHN RD	5570 INFRASTRUCTURE	665.00
	** PROJECT Z72 TOTAL **	665.00
Z73 COUNTRY CLUB UTILITY IMPR	5570 INFRASTRUCTURE	712.50
	** PROJECT Z73 TOTAL **	712.50

2 ERRORS

** END OF REPORT **

6/07/2019 9:32 AM
 PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0151 POLICE ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0378	BUYASSE, JASON					
		I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	000647	30.00
01-0512	VANLEEUEW, SARA J.					
		I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	000652	70.00
01-4826	RIEKE, BENJAMIN					
		I-06/19 CE-CELL PHON	101-50151-3321	TELEPHONE & C	000658	30.00
DEPARTMENT 0151 POLICE ADMINISTRATION					TOTAL:	130.00
01-0473	OLSON, GLENN					
		I-06/19 CE-CELL PHON	101-60162-3321	TELEPHONE & C	000650	80.00
01-1633	MARSHALL MUNICIPAL UTIL					
		I-9836	101-60162-3311	GENERAL PROFE 05/19 LOCATES	000638	220.72
01-5891	ONE OFFICE SOLUTION					
		I-1901264-0	101-60162-2211	GENERAL SUPPL BATTERIES	000645	15.00
01-6183	LEE, JERRED					
		I-06/19 CE-CELL PHON	101-60162-3321	TELEPHONE & C	000663	30.00
DEPARTMENT 0162 ENGINEERING					TOTAL:	345.72
01-1243	HARDWARE HANK					
		I-45760	101-70176-2221	EQUIPMENT REP UTILITY PUMP FOR PUMP HOUSE	000637	149.99
01-2201	RUNNINGS SUPPLY INC					
		I-4644875	101-70176-2221	EQUIPMENT REP FITTING	000641	2.58
DEPARTMENT 0176 AQUATIC CENTER					TOTAL:	152.57
01-0380	CALLENS, DAVID					
		I-06/19 CE-CELL PHON	101-60211-3321	TELEPHONE & C	000648	30.00
01-1090	FASTENAL COMPANY					
		I-96895	101-60211-2221	EQUIPMENT REP BOLTS	000636	23.31
01-1243	HARDWARE HANK					
		I-46265	101-60211-2221	EQUIPMENT REP FORM TRAILER GENERATOR	000637	3.99
		I-46282	101-60211-2221	EQUIPMENT REP SPARK PLUGS	000637	3.99
01-2201	RUNNINGS SUPPLY INC					
		I-4651435	101-60211-2221	EQUIPMENT REP WEED WHIP PARTS	000641	19.96
		I-4654854	101-60211-2221	EQUIPMENT REP CHOP SAW	000641	22.19

6/07/2019 9:32 AM
 PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 0211 STREET ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 2

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-2201	RUNNINGS SUPPLY INC		continued				
	I-4654892		101-60211-2221	EQUIPMENT REP TORCH KIT	000641	89.99	
01-3557	POMP'S TIRE SERVICE, IN						
	I-680043307		101-60211-2221	EQUIPMENT REP 950 CAT LOADER	000643	173.45	
					DEPARTMENT 0211 STREET ADMINISTRATION	TOTAL:	366.88
01-1090	FASTENAL COMPANY						
	I-97135		101-70276-2211	GENERAL SUPPL DOG BAGS	000636	153.61	
	I-97175		101-70276-2211	GENERAL SUPPL DRILL BIT	000636	4.56	
01-4134	STENSRUD, PRESTON						
	I-06/19 CE-CELL PHON		101-70276-3321	TELEPHONE	000657	30.00	
					DEPARTMENT 0276 PARK MAINTENANCE & DEVEL.	TOTAL:	188.17
01-2201	RUNNINGS SUPPLY INC						
	I-4655365		101-50352-2211	GENERAL SUPPL TI POSTD FOR BOOM	000641	223.44	
01-3568	BRUNSVOLD, QUENTIN						
	I-06/19 CE-CELL PHON		101-50352-3321	TELEPHONE & C	000656	30.00	
					DEPARTMENT 0352 FIRE SERVICES	TOTAL:	253.44
01-0384	COUDRON, DEAN						
	I-06/19 CE-CELL PHON		101-60364-3321	TELEPHONE	000649	30.00	
					DEPARTMENT 0364 AIRPORT	TOTAL:	30.00
01-6092	VANDERMILLEN, SCOTT						
	I-06/19 CE-CELL PHON		101-70675-3321	TELEPHONE & C	000662	80.00	
					DEPARTMENT 0675 COMM SERVICES ADMIN	TOTAL:	80.00
01-5491	STORM, ANNETTE						
	I-06/19 CE-CELL PHON		101-40821-3321	TELEPHONE	000659	80.00	
					DEPARTMENT 0821 FINANCE	TOTAL:	80.00
01-5891	ONE OFFICE SOLUTION						
	I-1902961-0		101-70971-2211	GENERAL SUPPL CASH BOXES	000645	147.20	
	PROJ: 403-2211		YOUTH BASEBALL TOURNAMENT	GENERAL SUPPLIES			
					DEPARTMENT 0971 RECREATION-SUMMER	TOTAL:	147.20

6/07/2019 9:32 AM
 PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 101 GENERAL FUND
 DEPARTMENT: 1231 MUNICIPAL BLDG MAINT
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-0491	ST AUBIN, GREGORY						
		I-06/19 CE-CELL PHON	101-41231-3321	TELEPHONE & C	000651	30.00	
01-3441	PROUTY, MICHELLE						
		I-06/19 CE-CELL PHON	101-41231-3321	TELEPHONE & C	000655	30.00	
					DEPARTMENT 1231 MUNICIPAL BLDG MAINT	TOTAL:	60.00
01-1633	MARSHALL MUNICIPAL UTIL						
		I-9829	101-41641-3311	GENERAL PROFE 04/19 PROF SVC	000638	437.50	
		I-9830	101-41641-3311	GENERAL PROFE NET APP STORAGE	000638	11,091.16	
					DEPARTMENT 1641 INFORMATION TECHNOLOGY	TOTAL:	11,528.66
01-5891	ONE OFFICE SOLUTION						
		I-1896775-0	101-42071-2245	EQUIPMENT/TOO COPIER	000645	1,890.00	
		I-1902962-0	101-42071-2211	GENERAL SUPPL TONER	000645	78.95	
					DEPARTMENT 2071 ADULT COMMUNITY CTR	TOTAL:	1,968.95
					FUND 101 GENERAL FUND	TOTAL:	15,331.59

PACKET: 06885 EFT Payments- CITY AP
VENDOR SET: 01
FUND : 258 ASC ARENA
DEPARTMENT: 0579 AMATEUR SPORTS CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
01-2201	RUNNINGS SUPPLY INC						
		I-4639828	258-70579-2211	GENERAL SUPPL SUPPLIES	000641	59.90	
		I-4643538	258-70579-2211	GENERAL SUPPL DRILL BITS	000641	109.15	
01-6025	MELLENTHIN, CODY						
		I-06/19 CE-CELL PHON	258-70579-3321	TELEPHONE & C	000661	30.00	
					DEPARTMENT 0579 AMATEUR SPORTS CENTER	TOTAL:	199.05
					FUND 258 ASC ARENA	TOTAL:	199.05

PACKET: 06885 EFT Payments- CITY AP

VENDOR SET: 01

FUND : 260 MARSHALL INDUSTRIAL FOUND

DEPARTMENT: 0211 STREET ADMIN

BANK: AP

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-2112	R and G CONSTRUCTION CO					
		I-201906053513	260-60211-5570	INFRASTRUCTUR PAY REQ#1,Z74 SUP/HERON	000640	134,425.88
	PROJ: Z74-5570		HURON-SUPERIOR RECON	INFRASTRUCTURE		
					DEPARTMENT 0211 STREET ADMIN	TOTAL: 134,425.88
					FUND 260 MARSHALL INDUSTRIAL FOUND	TOTAL: 134,425.88

PACKET: 06885 EFT Payments- CITY AP
VENDOR SET: 01
FUND : 493 MERIT TRACK EXPANSION
DEPARTMENT: 0551 MERIT CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0724	BOLTON & MENK INC	I-0233087	493-50551-5530	IMPR OTHER TH MERIT STORMWATER	000634	1,275.00
01-2112	R and G CONSTRUCTION CO	I-201906053512	493-50551-5530	IMPR OTHER TH PAY REQ#1, MER 2019	000640	315,593.18
	PROJ: MER-5530	MERIT CENTER		IMPR OTHER THAN BLDGS		
DEPARTMENT 0551 MERIT CENTER					TOTAL:	316,868.18
FUND 493 MERIT TRACK EXPANSION					TOTAL:	316,868.18

5/07/2019 9:32 AM
 PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 602 WASTEWATER OPERATING
 DEPARTMENT: 0581 WW OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 7

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-0513	VANMOER, ROBERT	I-06/19 CE-CELL PHON	602-90581-3321	TELEPHONE & C	000653	30.00
01-0724	BOLTON & MENK INC	I-0233660	602-90581-3311	GENERAL PROFE 02/09-03/17/19 WWTF DESIGN	000634	24,230.00
	PROJ: W13-3311	WWTF IMPROVEMENTS		GENERAL PROFESSIONAL SVC		
01-0815	CATTOOR OIL COMPANY INC	I-1689	602-90581-2211	GENERAL SUPPL ICE	000635	5.28
01-1090	FASTENAL COMPANY	I-97225	602-90581-2211	GENERAL SUPPL SUPPLIES	000636	46.11
01-1633	MARSHALL MUNICIPAL UTIL	I-9834	602-90581-3311	GENERAL PROFE 06/19 WW BILLING	000638	7,052.08
01-1839	MINNESOTA VALLEY TESTIN	I-977981	602-90581-3311	GENERAL PROFE BIOLSOLIDS TESTING SOIL	000639	336.00
01-2201	RUNNINGS SUPPLY INC	I-4655440	602-90581-2211	GENERAL SUPPL SUPPLIES	000641	18.14
01-3342	TRUEDSON, SCOTT	I-06/19 CE-CELL PHON	602-90581-3321	TELEPHONE & C	000654	30.00
DEPARTMENT 0581 WW OPERATIONS					TOTAL:	31,747.61
FUND 602 WASTEWATER OPERATING					TOTAL:	31,747.61

6/07/2019 9:32 AM
 PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 609 LIQUOR
 DEPARTMENT: 0991 LIQUOR OPERATIONS
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 8

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-6323	LUTHER, ERIC					
		I-06/19 CE-CELLPHONE	609-90991-3321	TELEPHONE	000664	30.00
					DEPARTMENT 0991 LIQUOR OPERATIONS	TOTAL: 30.00
01-2538	VIKING COCA COLA BOTTLI					
		I-2334185	609-90992-2254	GEN MDSE PURC .	000642	218.11
		I-2343909	609-90992-2254	GEN MDSE PURC .	000642	178.05
01-5731	DOLL DISTRIBUTING					
		C-687878	609-90992-2252	BEER PURCHASE .	000644	87.75-
		I-684327	609-90992-2252	BEER PURCHASE .	000644	566.50
		I-684328	609-90992-2252	BEER PURCHASE .	000644	11,603.20
		I-684328	609-90992-2254	GEN MDSE PURC .	000644	14.00
		I-687877	609-90992-2252	BEER PURCHASE .	000644	3,052.60
01-6156	TRUE BRANDS					
		I-497098	609-90992-2254	GEN MDSE PURC .	000646	188.48
					DEPARTMENT 0992 LIQUOR PURCHASES	TOTAL: 15,733.19
					FUND 609 LIQUOR	TOTAL: 15,763.19

PACKET: 06885 EFT Payments- CITY AP
 VENDOR SET: 01
 FUND : 630 SURFACE WATER MGT UTILITY
 DEPARTMENT: 0661 SURFACE WATER MGT UTILITY
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: AP

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
01-1633	MARSHALL MUNICIPAL UTIL	I-9835	630-90661-3312	CONSULTANT FE 06/19 SWM UTILITY	000638	2,794.83
01-5837	ANDERSON, JASON	I-06/19 CE-CELL PHON	630-90661-3321	TELEPHONE & C	000660	70.00
DEPARTMENT 0661 SURFACE WATER MGT UTILITY						TOTAL: 2,864.83
FUND 630 SURFACE WATER MGT UTILITY						TOTAL: 2,864.83
REPORT GRAND TOTAL:						517,200.33

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2019-2020	101-40821-3321	TELEPHONE	80.00	1,000	292.12				
	101-41231-3321	TELEPHONE & CELLULAR PHONE	60.00	1,400	845.79				
	101-41641-3311	GENERAL PROFESSIONAL SERVI	11,528.66	0	11,920.91-	Y			
	101-42071-2211	GENERAL SUPPLIES	78.95	10,815	6,904.71				
	101-42071-2245	EQUIPMENT/TOOLS UP TO \$500	1,890.00	1,000	890.00-	Y			
	101-50151-3321	TELEPHONE & CELLULAR PHONE	130.00	18,500	11,714.64				
	101-50352-2211	GENERAL SUPPLIES	223.44	10,000	5,847.93				
	101-50352-3321	TELEPHONE & CELLULAR PHONE	30.00	1,500	1,010.30				
	101-60162-2211	GENERAL SUPPLIES	15.00	3,500	977.95-	Y			
	101-60162-3311	GENERAL PROFESSIONAL SERVI	220.72	1,000	549.75				
	101-60162-3321	TELEPHONE & CELLULAR PHONE	110.00	5,000	3,371.34				
	101-60211-2221	EQUIPMENT REPAIR & MAINTEN	336.88	71,500	14,385.51				
	101-60211-3321	TELEPHONE & CELLULAR PHONE	30.00	3,200	2,005.12				
	101-60364-3321	TELEPHONE	30.00	6,200	3,174.78				
	101-70176-2221	EQUIPMENT REPAIR & MAINTEN	152.57	12,000	11,562.43				
	101-70276-2211	GENERAL SUPPLIES	158.17	55,000	26,185.52				
	101-70276-3321	TELEPHONE	30.00	5,500	3,153.53				
	101-70675-3321	TELEPHONE & CELLULAR PHONE	80.00	4,300	3,028.01				
	101-70971-2211	GENERAL SUPPLIES	147.20	25,000	20,964.44				
	258-70579-2211	GENERAL SUPPLIES	169.05	25,000	18,200.21				
	258-70579-3321	TELEPHONE & CELLULAR PHONE	30.00	3,900	2,744.46				
	260-60211-5570	INFRASTRUCTURE	134,425.88	0	136,310.30-	Y			
	493-50551-5530	IMPR OTHER THAN BLDGS	316,868.18	0	318,621.88-	Y			
	602-90581-2211	GENERAL SUPPLIES	69.53	250,000	158,191.67				
	602-90581-3311	GENERAL PROFESSIONAL SERVI	31,618.08	125,625	99,732.56-	Y			
	602-90581-3321	TELEPHONE & CELLULAR PHONE	60.00	7,680	4,752.20				
	609-90991-3321	TELEPHONE	30.00	2,500	1,312.94				
	609-90992-2252	BEER PURCHASES	15,134.55	1,704,028	927,776.27				
	609-90992-2254	GEN MDSE PURCHASES	598.64	70,496	45,004.47				
	630-90661-3312	CONSULTANT FEES	2,794.83	42,350	8,891.02				
	630-90661-3321	TELEPHONE & CELLULAR PHONE	70.00	1,190	622.41				
** 2019-2020 YEAR TOTALS **			517,200.33						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0151	POLICE ADMINISTRATION	130.00
101-0162	ENGINEERING	345.72
101-0176	AQUATIC CENTER	152.57
101-0211	STREET ADMINISTRATION	366.88

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-0276	PARK MAINTENANCE & DEVEL.	188.17
101-0352	FIRE SERVICES	253.44
101-0364	AIRPORT	30.00
101-0675	COMM SERVICES ADMIN	80.00
101-0821	FINANCE	80.00
101-0971	RECREATION-SUMMER	147.20
101-1231	MUNICIPAL BLDG MAINT	60.00
101-1641	INFORMATION TECHNOLOGY	11,528.66
101-2071	ADULT COMMUNITY CTR	1,968.95

101 TOTAL	GENERAL FUND	15,331.59
258-0579	AMATEUR SPORTS CENTER	199.05

258 TOTAL	ASC ARENA	199.05
260-0211	STREET ADMIN	134,425.88

260 TOTAL	MARSHALL INDUSTRIAL FOUND	134,425.88
493-0551	MERIT CENTER	316,868.18

493 TOTAL	MERIT TRACK EXPANSION	316,868.18
602-0581	WW OPERATIONS	31,747.61

602 TOTAL	WASTEWATER OPERATING	31,747.61
609-0991	LIQUOR OPERATIONS	30.00
609-0992	LIQUOR PURCHASES	15,733.19

609 TOTAL	LIQUOR	15,763.19
630-0661	SURFACE WATER MGT UTILITY	2,864.83

630 TOTAL	SURFACE WATER MGT UTILITY	2,864.83

	** TOTAL **	517,200.33

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
403 YOUTH BASEBALL TOURNAMENT	2211 GENERAL SUPPLIES	147.20
	** PROJECT 403 TOTAL **	147.20
MER MERIT CENTER	5530 IMPR OTHER THAN BLDGS	315,593.18
	** PROJECT MER TOTAL **	315,593.18
W13 WWTF IMPROVEMENTS	3311 GENERAL PROFESSIONAL SVC	24,230.00
	** PROJECT W13 TOTAL **	24,230.00
Z74 HURON-SUPERIOR RECON	5570 INFRASTRUCTURE	134,425.88
	** PROJECT Z74 TOTAL **	134,425.88

NO ERRORS

** END OF REPORT **

CITY OF MARSHALL, MINNESOTA
 PRIOR AND CURRENT YEARS CONSTRUCTION CONTRACTS
 6/11/2019

PROJECT #:	Coding	DATE	CONTRACTOR:	ORIGINAL CONTRACT AMOUNT:	CHANGE ORDERS	CURRENT CONTRACT AMOUNT	2017 PRIOR PAYMENTS	2018 Prior Payments	2019 Prior Payments	PYMNTS THIS MEETING:	RETAINAGE	BALANCE:	PERCENT COMPLETE	
Z47	475-70276-5520	10/3/2017	Justice Park Bathroom	Doom & Cuypers Construction	117,867.00	2,359.70	120,226.70	0.00	46,762.80	54,110.58	8,865.00	5,775.74	4,712.58	96.08%
Z67	462-60211-5570	6/12/2018	Commerce Industrial Park/Michigan Road Imp	Midwest Contracting	4,004,847.25	26,544.00	4,031,391.25	1,644,399.13	1,598,388.75		337,418.15	188,431.90	262,753.32	93.48%
Z64	475-60211-5570	6/1/2018	Michigan Road/Superior Road Reconstuction	D & G Excavating	1,022,427.60	2,050.00	1,024,477.60	-	959,481.14			50,499.01	14,497.45	98.58%
Z71	475-60211-5570	6/1/2018	Saratoga Street Recon (4th - Southview)	R & G Construction	2,846,784.60	42,077.45	2,888,862.05	-	2,721,729.47	21,800.66		144,396.32	935.60	99.97%
Z72	475-60211-5520	9/11/2018	Street Department Parking Lot	Towne & Country Excavating, LLC	277,479.25		277,479.25			239,826.89		12,622.47	25,029.89	90.98%
Z73	630-90661-5570	5/14/2019	Hahn Road Storm Sewer Reconstruction	A & C Excavating, LLC	136,970.00		136,970.00						136,970.00	0.00%
Z74	602/630-5570	5/14/2019	Hahn Road Storm Sewer Reconstruction	D & G Excavating, Inc.	408,462.50		408,462.50						408,462.50	0.00%
Z50	260-60211-5570	4/18/2019	Huron Road/Superior Road Reconstruction	R & G Construction	787,017.99		787,017.99			134,425.88		7,075.05	645,517.06	17.98%
	602-90581-5520/5E	5/28/2019	WWTF Improvement Project	Magney Construction, Inc.	14,074,300.00		14,074,300.00						14,074,300.00	0.00%
	101-60211-2227	5/28/2019	2019 Chip & Seal	Allied Blacktop Company	164,452.00		164,452.00						164,452.00	0.00%
	493-50551-5530	2/12/2019	MERIT Center Track	R & G Construction	2,712,530.50		2,712,530.50			315,593.18		16,610.17	2,380,327.15	12.25%
				26,553,138.69 73,031.15 26,626,169.84 1,644,399.13 5,326,362.16 315,738.13 796,302.21 425,410.66 18,117,957.55										



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Acceptance of “Our Courts. Our Future.” Award for Basketball Court Refurbishment at Independence Park from the Minnesota Timberwolves
Background Information:	<p>On May 31st Marshall was selected as one of four sites for the program by the Minnesota Timberwolves. The press release is shown below:</p> <p>TIMBERWOLVES ANNOUNCE WINNERS OF COURT REFURBISHMENT PROGRAM “OUR COURTS. OUR FUTURE.” PRESENTED BY U.S. BANK</p> <p>Minneapolis-St. Paul – The Minnesota Timberwolves announced the winners of the fan voting for the “Our Courts. Our Future.” court refurbishment program presented by U.S. Bank.</p> <p>Fans voted for one court in each of four designated regions. One court from each region, four in total, will be refurbished with new all-season courts using modular sports flooring. The new courts will keep kids outside playing basketball this summer and for years to come. Below are the winning courts from each region: North: Bill LaFave Park, 402 3rd Street E, Thief River Falls, MN 56701 Central: Lindbergh Elementary, 101 9th Street SE, Little Falls, MN 56345 South: Independence Park, East Lyon Street, Marshall, MN 56258 Twin Cities: Madsen Park, 73rd Ave NE & Jackson Street NE, Fridley, MN 55432</p> <p>The team will visit one court per month from June-September to create an NBA style court for the community to enjoy. Following the refurbishments, each city will be treated to a celebration from the team as the court officially reopens.</p> <p>This is the third year of the court refurbishment program for the foundation. Last year, the program refurbished courts in Hastings, Hibbing, St. Cloud and St. Paul. For more information on the program, visit www.timberwolves.com/ourcourts.</p> <p>Staff will continue to work with the Timberwolves, US Bank, and C&C Sports Inc. to bring this enhancement to Independence Park. More info will be provided as details emerge. There will be a community unveiling at the court this August.</p>
Fiscal Impact:	N/A
Alternative/ Variations:	N/A
Recommendations:	Accept designation and allow staff to proceed with refurbishment for community unveiling in August.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Resolution Number _____, Second Series, A Resolution Creating the 2020 City of Marshall Complete Count Committee
Background Information:	<p>The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years, of everyone residing in the United States: in all 50 states, Puerto Rico, and the Island Areas. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and has been carried out every 10 years since then.</p> <p>The population totals from the 2020 census will determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative districts.</p> <p>Minnesota is once again at risk for losing a seat in the House of Representatives from 8 to 7. This would result in over 100,000 more Minnesotan's in each district.</p> <p>About \$675 billion is distributed to the state and local governments each year based of census data. In Fiscal Year 2016, \$15,459,175,947 was allocated to Minnesota to be distributed.</p> <p>Roughly, \$1,532 per person is allocated by the federal government to Minnesota or \$15,320 over a decade.</p> <p>Staff will create hybrid system of mayoral appointments and an application process to create our Complete Count Committee (CCC). The CCC will work throughout the entire City with focus on hard to count areas.</p>
Fiscal Impact:	NA
Alternative/ Variations:	None Recommended
Recommendations:	To approve Resolution Number XXXX, Second Series, a Resolution Creating the 2020 City of Marshall Complete Count Committee

Resolution Number _____, Second Series,

A Resolution Creating the 2020 City of Marshall Complete Count Committee

WHEREAS the U.S. Census Bureau is required by the United States Constitution to conduct a count of all persons; and

WHEREAS the Census count requires extensive work, and the Census Bureau requires partners at the state and local level to insure a complete and accurate count;

WHEREAS the City of Marshall Complete Count Committee will bring together a cross section of community members who will utilize their local knowledge and expertise to reach out to all persons of our community;

WHEREAS the City of Marshall Complete Count Committee will work with the Census Bureau and the State of Minnesota to strive for an accurate count.

NOW THEREFORE, BE IT RESOLVED that City of Marshall establishes a 2020 Census Complete Count Committee

Adopted by the Common Council of the City of Marshall on this 11th day of June, 2019.

Attest:

Robert Byrnes, Mayor

Kyle Box, City Clerk

Frequently Asked Questions about the Census

What's the Census for?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years, of everyone residing in the United States: in all 50 states, Puerto Rico, and the Island Areas. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and has been carried out every 10 years since then.

The population totals from the 2020 census will determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative districts.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020. The totals also affect funding in your community, and data collected in the census help inform decision makers how your community is changing.

Why doesn't the Census only count citizens?

The framers used the term "citizen" 11 times in the Constitution, but in Article 1, Section 2 (3), they expressly said that the census is an enumeration of **persons**. The 14th Amendment of the Constitution repeats this point, stating:

"Representatives shall be apportioned among the several States according to their respective numbers, **counting the whole number of persons in each State...**

What this means is that in accordance to the United States Constitution, the US Census counts everyone including citizens, non-citizen legal residents, non-citizen long-term visitors, illegal immigrants and prisoners in jails and penitentiaries.

Why does the Census Bureau ask the questions they do?

The Census Bureau asks the questions they do on the surveys because of federal needs and for community benefits. The information the Census Bureau collects helps determine how more than \$400 billion dollars of federal funding annually is spent on infrastructure and services. Your answers help federal, state and local leaders make decisions about: schools, hospitals, emergency services, roads, bridges, job training centers, and many other projects that affect your community.

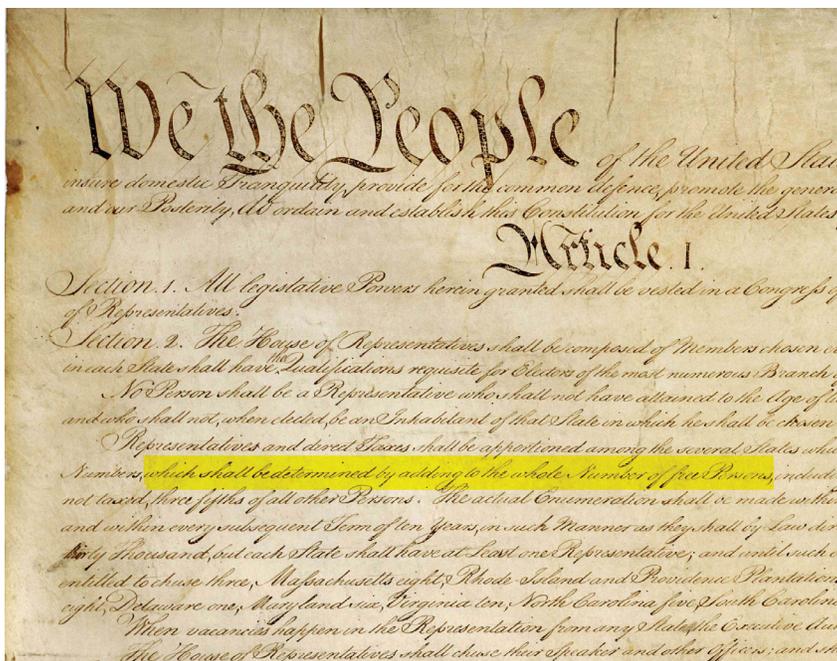
Will there be a question about citizenship on the 2020 Census form?

In December 2017, the Justice Department has requested that the US Census Bureau include a question about citizenship status in the 2020 Census form.

At this time, the matter is still pending. The Census has until the end of March, 2018 to submit proposed questions to Congress. It's up to Congress to enact legislation stating what the Census questions will be.

Advocates for a fair and complete count generally oppose adding questions regarding citizenship status, for fear that it will discourage census participation among non-citizens, a group that has historically been undercounted in previous censuses.

To share your views on this question, contact your Congressional representatives.



What is the American Community Survey?

Launched in 2005, the American Community Survey (ACS) is part of the Decennial census program and is essentially what used to be the Census long form. It collects more detailed information on housing, population, and the economy. ACS data are collected continuously throughout the year and throughout the decade from a sample (fraction) of the population (about 3 million addresses annually).

Like the 2020 Census participation in the ACS is mandatory by law and the American public's participation is vital to provide data that impacts policy decisions on the local, state, and federal level.

Are my answers safe and secure?

The Census Bureau collects data for statistical purposes only. They combine your responses with information from other households or businesses to produce statistics, which never identify your household, any person in your household, or business. **Your information is CONFIDENTIAL.** They never identify you individually.

Title 13 of the U.S. Code protects the confidentiality of all your information and violating this law is a crime with severe penalties. In addition, other federal laws, including the Confidential Statistical Efficiency Act and the Privacy Act reinforce these protections. The penalty for unlawful disclosure is a fine of up to \$250,000 or imprisonment of up to 5 years, or both.

It is against the law to disclose or publish any of the following information:

- Names
- Addresses, including GPS coordinates
- Social Security numbers
- Telephone numbers

How does the U.S. Census Bureau help me identify fraudulent activity and scams?

The Census Bureau will never ask for:

- full social security number
- money or donations
- anything on behalf of a political party
- your full bank or credit card account numbers

If you are visited by someone from the United States Census Bureau, here are some recognition tips to assure the validity of the field representative;

- Must present an ID Badge which contains: photograph of field representative, Department of Commerce watermark, and expiration date.
- Will provide you with supervisor contact information and/or the regional office phone number for verification, if asked.
- Will provide you with a letter from the Director of the Census Bureau on U.S. Census Bureau letterhead.
- May be carrying a laptop and/or bag with a Census Bureau logo.

What if I am away from my residence on April 1, 2020?

People away from their usual residence on Census Day, such as on a vacation or a business trip, visiting, traveling outside the U.S., or working elsewhere without a usual residence there (for example, as a truck driver or traveling salesperson) are counted at the residence where they live and sleep most of the time.

What if I have more than one residence or no residence on April 1, 2020?

People who live at two or more residences (during the week, month, or year), such as people who travel seasonally between residences (for example, snowbirds or children in joint custody) are counted at the residence where they live and sleep most of the time. If usual residence cannot be determined, they are counted at the residence where they are staying on Thursday, April 1, 2020 (Census Day).

College students living away from their parental home while attending college in the U.S. (living either on-campus or off-campus) are counted at the on-campus or off-campus residence where they live and sleep most of the time.

Those staying in shelter or living outdoors are counted where they are staying on April 1, 2020.

When will the results from the census be available?

The nation should see the very first results from the 2020 Census in the form of total population counts for the nation and each state in late 2020 or early 2021.

In 2021 each state receives local-level 2020 Census data on race and the voting age population. As required by law, the Census Bureau will provide these key demographic data to the states (on a state-by-state basis), so the state governments can redraw the boundaries of their U.S. Congressional and state legislative districts. Public Law 94-171 requires that the redistricting data must be delivered to state officials responsible for legislative redistricting within one year of Census day or no later than April 1, 2021.



2020 Complete Count Committee Application

First Name _____

Last Name _____

Address _____

City _____

State _____

Zip Code _____

Phone Number _____

Email Address _____

Work Experience: _____

Education: _____

Civic and Volunteer Activities (Past and Present): _____

Please state your reasons for wanting to serve on this Commission: _____

What is your view of the role of the Commission? _____

Other Comments: _____

(Use this space to include any further information you would like the City Council to consider, or that you feel is relevant to the appointment you are seeking. You may also attach other materials you would like the Council to consider.)

By signing this document below, you agree and acknowledge that;

1. You understand that this appointment may be discussed at a public meeting.
2. Volunteer commission member's name, address and phone number will become public information. Our standard practices when filling positions on a city commission is to have prospective candidates meet with the City Council. The interview process is an opportunity for the council to get to know more about a candidate and their reasons for wanting to be on a particular commission. It is also a time for the candidate to ask questions, to understand more of what the position entails, and discuss expectations.

Signature

Date

Office of the City Clerk
344 West Main Street
Marshall MN 56258
PHONE (507) 537-6775
FAX (507) 537-6830
kyle.box@ci.marshall.mn.us



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider Resolution Authorizing Execution of Mn/DOT Airport Maintenance & Operation Agreement No. 1033583 (SFY 2020-2021).
Background Information:	Attached please find the Resolution to Authorize to Execute Mn/DOT Grant Contract No. 1033583 and a copy of the Grant Agreement for Airport Maintenance and Operation funding from Mn/DOT-Office of Aeronautics. The agreement has been provided to the City Attorney for his review and comment.
Fiscal Impact:	State to reimburse the City of Marshall for 75% of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed \$91,027 of State aid for each State fiscal year 2020 and 2021 (July 1, 2019-June 30, 2021).
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council adopt RESOLUTION NUMBER XXXX, which is the Resolution of Authorization to Execute Minnesota Department of Transportation Grant Contract No. 1033583 for Airport Maintenance and Operation, contingent upon City Attorney review and approval.

**STATE OF MINNESOTA
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

State Project Number (S.P.): A4201-MO20

State Project Number (S.P.): A4201-MO21

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and City of Marshall acting through its City Council (“Recipient”).

RECITALS

1. Minnesota Statutes §§360.015 and 360.305 authorize State to provide financial assistance to airports for maintenance and operation activities.
2. Recipient owns, operates, or controls an airport (“Airport”) in the state system, and Recipient desires financial assistance from the State for maintenance and operation activities for State Fiscal Year 2020 and State Fiscal Year 2021.
3. Recipient represents that it is duly qualified and agrees to perform all services described in this contract to the satisfaction of the State.

CONTRACT TERMS

1. Term of Contract and Survival of Terms

- 1.1. **Effective Date:** This contract will be effective on July 1, 2019, or the date State obtains all required signatures under Minnesota Statutes §16B.98, subdivision 5, whichever is later. As required by Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Recipient until this contract is fully executed.
- 1.2. **Expiration Date:** This contract will expire on June 30, 2021.
- 1.3. **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, without limitation, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

2. Recipient’s Duties

- 2.1. Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2. The Recipient will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area. The areas around any navigational aids will be mowed and plowed to keep the area clear for access by a vehicle.
- 2.3. If the Airport remains operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.

- 2.4. If the State contracts for the periodic paint striping of the Airport's runways and taxiways during the term of this Contract, the Recipient will cooperate with the marking operation. The Recipient must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5. The Recipient will allow a representative of the State's Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.
- 2.6. The Recipient will promptly pay all utility bills, including those required for navigational aids.

3. Recipient's Assurances

- 3.1. In accordance with Minnesota Statutes § 360.305, subdivision 4, Recipient assures the State that Recipient will operate and maintain the Airport in a safe, serviceable manner for public aeronautical purposes only for a period of one year from the date the Recipient receives final reimbursement under this contract.
- 3.2. Recipient represents and warrants that Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.
- 3.3. Recipient will comply with all required grants management policies and procedures set forth through Minnesota Statutes §16B.97, Subd. 4 (a) (1).

4. Third-Party Contracting

- 4.1. Recipient will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

5. Consideration and Payment

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
 - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
 - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
 - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated \$91,027 in each State fiscal year to reimburse other eligible costs at 75%.
 - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed \$182,054 (State fiscal years 2020 and 2021).
- 5.2. **Payment.**
 - 5.2.1. **Invoices.** The Recipient must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis or as directed by State's Authorized Representative. The State's Office of Aeronautics will supply the reimbursement request forms which Recipient must submit. Reimbursement requests must be submitted according to the following schedule:
 - On or after October 1, **and no later than November 15**, for the period July 1 through September 30.
 - On or after January 1, **and no later than February 15**, for the period October 1 through December 31.
 - On or after April 1, **and no later than May 15**, for the period January 1 through March 31.
 - On or after July 1, **and no later than August 15**, for the period April 1 through June 30.

The State may reject costs that the State determines are not eligible maintenance and operations expenses.
 - 5.2.2. **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

- 5.2.3. **State’s Payment Requirements.** State will promptly pay all valid obligations under this contract as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Recipient’s invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Recipient within ten days of discovering the error. After State receives the corrected invoice, State will pay Recipient within 30 days of receipt of such invoice.
- 5.2.4. **Grant Monitoring Visit and Financial Reconciliation.** If State’s total obligation is greater than \$50,000 in section 5.1.4, above, during the period of performance the State will make at least one monitoring visit and conduct annual financial reconciliations of Recipient’s expenditures. The State’s Authorized Representative will notify Recipient’s Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Recipient staff members should be present. Recipient will be provided notice prior to any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Recipient will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Recipient.
- 5.2.5. **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

6. Conditions of Payment

- 6.1. All services provided by Recipient under this contract must be performed to State’s satisfaction, as determined at the sole discretion of State’s Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Recipient will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Recipient will not receive payment for Airport’s failure to pass periodic inspections by a representative of the State’s Office of Aeronautics.

7. Authorized Representatives

- 7.1. **State’s Authorized Representative.** State’s Authorized Representative will be:

Name/Title: Jenny Bahneman, Grants Specialist
 Address: Office of Aeronautics, 222 East Plato Boulevard
 Telephone: (651) 234-7240
 E-Mail: jenny.bahneman@state.mn.us

State’s Authorized Representative or his /her successor, will monitor Recipient’s performance and has the authority to accept or reject the services provided under this contract. If the Recipient’s duties are performed in a satisfactory manner, the State’s Authorized Representative will accept each reimbursement request submitted for payment.

- 7.2. **Recipient’s Authorized Representative.** Recipient’s Authorized Representative will be:

Name/Title: Karla Drown, Finance Director
 Address: 344 West Main Street, Marshall, MN 56258
 Telephone: (507) 537-6763
 E-Mail: Karla.Drown@ci.marshall.mn.us

If Recipient’s Authorized Representative changes at any time during this contract, Recipient must immediately notify State.

8. Assignment, Amendments, Waiver and Contract Complete

- 8.1. **Assignment.** Recipient may neither assign nor transfer any rights or obligations under this contract without the prior consent of State and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2. **Amendments.** An amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3. **Waiver.** If State fails to enforce any provision of this contract that failure does not waive the provision or State's right to subsequently enforce it.
- 8.4. **Contract Complete.** This contract contains all prior negotiations and agreements between State and Recipient. No other prior understanding regarding this contract, whether written or oral, may be used to bind either party.

9. Indemnification

- 9.1. In the performance of this contract by Recipient, or Recipient's agents or employees, Recipient must indemnify, save and hold State, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by State, to the extent caused by Recipient's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of State's sole negligence. This clause will not be construed to bar any legal remedies Recipient may have for State's failure to fulfill its obligation pursuant to this contract.

10. State Audits

- 10.1. Under Minnesota Statutes § 16B.98, Subd.8, the Recipient's books, records, documents, and accounting procedures and practices of Recipient, or other party relevant to this grant contract or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this contract or receipt and approval of all final reports, whichever is later. Recipient will take timely and appropriate action on all deficiencies identified by an audit.

11. Government Data Practices

- 11.1. Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by State under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Recipient under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Recipient or State. If Recipient receives a request to release the data referred to in this Clause, Recipient must immediately notify State and consult with State as to how Recipient should respond to the request. Recipient's response to the request must comply with applicable law.

12. Workers' Compensation

- 12.1. Recipient certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Recipient's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13. Governing Law, Jurisdiction and Venue

- 13.1. Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Data Disclosure

- 14.1. Under Minnesota Statutes §270C.65, and other applicable law, Recipient consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in

action requiring Recipient to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

15. Termination and Suspension

- 15.1. **Termination by the State.** The State may terminate this contract with or without cause, upon 30 days written notice to the Recipient. Upon termination, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2. **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this contract, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Recipient has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 15.3. **Termination for Insufficient Funding.** The State may immediately terminate this contract if: It does not obtain funding from the Minnesota Legislature; or If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Recipient. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Recipient notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15.4. **Suspension.** The State may immediately suspend this contract in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Recipient during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

16. Discrimination Prohibited by Minnesota Statutes §181.59

- 16.1. Recipient will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

17. Limitation.

- 17.1. Under this contract, the State is only responsible for disbursing funds. Nothing in this contract will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this contract.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.*

Signed: _____

Date: _____

SWIFT Contract (SC) ID No. _____

Purchase Order (PO) ID No. _____

*PO staged and to be encumbered with future State fiscal year funds.

RECIPIENT

Recipient certifies that the appropriate person(s) have executed Contracts on behalf of Recipient as required by applicable articles, bylaws or resolutions.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____
(with delegated authority)

Title: _____

Date: _____

MnDOT OFFICE OF FINANCIAL MANAGEMENT – GRANT UNIT

By: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

RESOLUTION

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

It is resolved by the City of Marshall as follows:

1. That the state of Minnesota Contract Number 1033583,
"Airport Maintenance and Operation Grant Contract," at the
Southwest Minnesota Regional Airport-Marshall/Ryan Field is accepted.
2. That the _____ and _____ are
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)
authorized to execute this Contract and any amendments on behalf of the
City of Marshall.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF _____

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

(Name of the Recipient)

at an authorized meeting held on the _____ day of _____, 20____
as shown by the minutes of the meeting in my possession.

Signature: _____
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Runway 12/30 Crack Fill and T-Hangar Apron Seal Coating Project at the Southwest Minnesota Regional Airport -- Consider Resolution Authorizing Execution of Mn/DOT Agreement.
Background Information:	<p>Per Mn/DOT-Aeronautics, due to special circumstances they are able to move our SFY 2020 Runway 12/30 Crack Fill and T-Hangar Apron Seal Coating Project with an estimated total cost of \$50,000.00 into SFY 2019.</p> <p>If this is possible; it will also assist in getting a better airport repainting work, as the repainting is also on this year's rotation to be painted by Mn/DOT.</p> <p>To receive a State airport improvement grant, the City needs to meet the following conditions before Mn/DOT can encumber the funds for this project, and Mn/DOT needs to be able to encumber these funds prior to June 16, 2019:</p> <ul style="list-style-type: none"> • New policy will not allow State Airport Funds money to be used for any work completed prior to a State Grant Contract being fully executed. If the City wants funding to be eligible for reimbursement, the City cannot authorize work to begin until a Grant Contract is executed. • These funds have been identified for the project described and cannot be transferred to another project on the City's airport. • The funds are available only during SFY 2019 (July 2018-June 2019). If the City decides NOT to enter into an agreement during this time period, the City must notify Mn/DOT ASAP so they can move this project back on to the SFY 2020 priority list. <p>To execute this project, Mn/DOT will need the following documentation submitted prior to encumbrance:</p> <ul style="list-style-type: none"> • A written grant request letter, along with pertinent information (quotes, bid tabulations, copy of consultant agreement, etc.), must be submitted to Mn/DOT by 6-14-2019. <p>Mn/DOT apologizes for the rush, but if Mn/DOT can get it encumbered under 2019 dollars, we all will benefit from this project being taken care of early in the season.</p> <p>Attached is a copy of the 2018 Resolution and Agreement for reference.</p>
Fiscal Impact:	<p>This project has been included in the 2019 Airport budget.</p> <p>The agreement provides for project costs not to exceed \$50,000.00. Funding participation of 70% State (\$35,000.00) and 30% local (\$15,000.00) for the total project funding of \$50,000.00 from Account #401-60364-5530 (Capital Projects Fund-Airport-Improvements other than Buildings).</p>
Alternative/Variations:	No alternative actions recommended.
Recommendations:	that the Council adopt RESOLUTION NUMBER _____, SECOND SERIES, which is the Resolution to Authorize to Execute Mn/DOT Agreement No. _____ (forthcoming from State) / State Project A4201-___ for Crack Filling Runways, Taxiways and Apron Areas at the Southwest Minnesota Regional Airport for project costs not to exceed \$50,000.00.

RESOLUTION NUMBER 453a, SECOND SERIES
RESOLUTION

AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION

It is resolved by the City of Marshall as follows:

1. That the state of Minnesota Agreement No. 1031865,
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for
State Project No. A4201-99 at the Southwest Minnesota Regional Airport is
accepted.
2. That the Mayor _____ and Clerk _____ are
(Title) (Title)
authorized to execute this Agreement and any amendments on behalf of the
City of Marshall.

CERTIFICATION

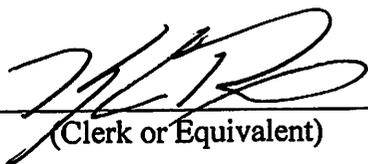
STATE OF MINNESOTA
COUNTY OF Lyon

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

City of Marshall
(Name of the Recipient)

at an authorized meeting held on the 28 day of August, 2018

as shown by the minutes of the meeting in my possession.

Signature: 
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____

**GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
 EXCLUDING LAND ACQUISITION**

This Agreement is by and between the State of Minnesota acting through its Commissioner of Transportation (“State”), and the City of Marshall (“Recipient”).

WHEREAS, the Recipient desires the financial assistance of the State for an airport improvement project (“Project”) as described in Article 2 below; and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 (subdivisions 13 & 14) and 360.305 to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, or maintenance of airports and other air navigation facilities; and

WHEREAS, the Recipient has provided the State with the plans, specifications, and a detailed description of the airport improvement Project.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect until December 31, 2021.
2. The following table provides a description of the Project and shows a cost participation breakdown for each item of work:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Local Share</u>
Pavement Crack Fill and Seal	0%	70%	30%

3. The Project costs will not exceed \$ 40,000.00. The proportionate shares of the Project costs are: Federal: Committed \$ 0.00, Multi-Year Amount: \$ 0.00; State: \$ 28,000.00, and Recipient: \$ 12,000.00. This project is not estimated to be completed this fiscal year and the federal multiyear amount is an estimate only. These additional funds are not committed by the state and are only available after being made so by the U.S. government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for this Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No funds are committed under this Agreement until they are encumbered by the State. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Recipient has complied with all terms of this Agreement, and furnished all necessary records.
4. The Recipient will designate a registered engineer (the “Project Engineer”) to oversee the Project work. If, with the State’s approval, the Recipient elects not to have such services performed by a registered engineer, then the Recipient will designate another responsible person to oversee such work, and any references herein to the “Project Engineer” will apply to such responsible person.
5. The Recipient will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State’s Office of Aeronautics and are incorporated into this Agreement by reference. Any changes in the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Recipient, the Project Engineer, and the contractor. Change orders must be submitted to the State. Subject to the availability of funds the State may prepare an amendment to this Agreement to reimburse the Recipient for the allowable costs of qualifying change orders.
6. The Recipient will make payments to its contractor on a work-progress basis. The Recipient will submit requests for reimbursement of certified costs to the State on state-approved forms. The State will reimburse the Recipient for the state and federal shares of the approved Project costs.
 - a. At regular intervals, the Recipient or the Project Engineer will prepare a partial estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). Partial estimates must be completed no later than one month after the work covered by the estimate is completed. The Project Engineer and the contractor must certify that each partial estimate is true and correct, and that the costs have not been included on a previous estimate.

- b. Following certification of the partial estimate, the Recipient will make partial payments to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
 - c. Following certification of the partial estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A copy of the partial estimate must be included with the Recipient's request for payment. Reimbursement requests and partial estimates should not be submitted if they cover a period in which there was no progress on the Project.
 - d. Upon completion of the Project(s), the Recipient will prepare a final estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). The final estimate must be certified by the Recipient, Project Engineer and the contractor.
 - e. Following certification of the final estimate, the Recipient will make final payment to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
 - f. Following certification of the final estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A request for final payment must be submitted to the State along with those project records required by the State.
7. For a Project which involves the purchase of equipment, the Recipient will be reimbursed by the State in one lump sum after the Recipient: (1) has acquired both possession and unencumbered title to the equipment; and (2) has presented proof of payment to the State, and (3) a certificate that the equipment is not defective and is in good working order. The Recipient will keep such equipment, properly stored, in good repair, and will not use the equipment for any purpose other than airport operations.
 8. If the Project involves force-account work or project donations, the Recipient must obtain the written approval of the State and Federal Aviation Administration (FAA). Force-account work performed or project donations received without written approval by the State will not be reimbursed under this Agreement. Force-account work must be done in accordance with the schedule of prices and terms established by the Recipient and approved by the State.
 9. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (1), the Recipient will operate its airport as a licensed, municipally-owned public airport at all times of the year for a period of 20 years from the date the Recipient receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. The Recipient will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property, which is purchased or improved with State aid funds without prior written approval from the State. If the State approves such transfer or change in use, the Recipient must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.
 10. This Agreement may be terminated by the Recipient or State at any time, with or without cause, upon ninety (90) days written notice to the other party. Such termination will not remove any unfulfilled financial obligations of the Recipient as set forth in this Agreement. In the event of such a termination, the Recipient will be entitled to reimbursement for eligible expenses incurred for work satisfactorily performed on the Project up to the date of termination. The State may immediately terminate this Agreement if it does not receive sufficient funding from the Minnesota Legislature or other funding source, or such funding is not provided at a level sufficient to allow for the continuation of the work covered by this Agreement. In the event of such termination, the Recipient will be reimbursed for work satisfactorily performed up to the effective date of such termination to the extent that funds are available. In the event of any complete or partial state government shutdown due to a failure to have a budget approved at the required time, the State may suspend this Agreement, upon notice to the Recipient, until such government shutdown ends, and the Recipient assumes the risk of non-payment for work performed during such shutdown.
 11. Pursuant to Minnesota Rules 8800.2500, the Recipient certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Recipient has the legal authority to engage in the Project as proposed.
 12. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the Recipient will maintain such records and provide such information, at the request of the State, so as to permit the Department of Transportation, the Legislative Auditor, or the State Auditor to examine those books, records, and accounting procedures and practices of the Recipient relevant to this Agreement for a minimum of six years after the expiration of this Agreement.

13. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorneys' fees arising out of the Project which is the subject of this Agreement.
14. The Recipient will not utilize any state or federal financial assistance received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Recipient from utilizing these funds to pay any party who might be disqualified or debarred after the Recipient's contract award on this Project.
15. All contracts for materials, supplies, or construction performed under this Agreement will comply with the equal employment opportunity requirements of Minnesota Statutes Section 181.59.
16. The amount of this Agreement is limited to the dollar amounts as defined in Article 3 above. Any cost incurred above the amount obligated by the State is done without any guarantee that these costs will be reimbursed in any way. A change to this Agreement will be effective only if it is reduced to writing and is executed by the same parties who executed this Agreement, or their successors in office.
17. For projects that include consultant services, the Recipient and its consultant will conduct the services in accordance with the work plan indicated in the Recipient's contract for consultant services, which shall be on file with the State's Office of Aeronautics. The work plan is incorporated into this Agreement by reference. The Recipient will confer on a regular basis with the State to coordinate the design and development of the services.
18. The parties must comply with the Minnesota Government Data Practices Act, as it relates to all data provided to or by a party pursuant to this Agreement.
19. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
20. For projects including federal funding, the Recipient must comply with applicable regulations, including, but not limited to, Title 14 Code of Federal Regulations, subchapter I, part 151; and Minnesota Rules Chapter 8800. The Catalog of Federal Domestic Assistance (CFDA) number for the federal Airport Improvement Program is 20.106.
21. For all projects, the Recipient must comply, and require its contractors and consultants to comply, with all federal and state laws, rules, and regulations applicable to the work. The Recipient must advertise, let, and award any contracts for the project in accordance with applicable laws. The State may withhold payment for services performed in violation of applicable laws.
22. Under this Agreement, the State is only responsible for receiving and disbursing federal and state funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

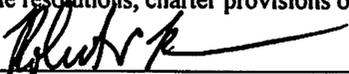
By: Jennifer Hoffman Digitally signed by Jennifer Hoffman
Date: 2018.09.06 14:22:44 -05'00'

Date: 8/16/2018

SWIFT Purchase Order: 3000432542

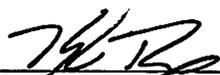
Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

By: 

Title: Mayor

Date: 8-28-18

By: 

Title: Clerk

Date: 8-28-18

Commissioner, Minnesota Department of Transportation

By: Cassandra Isackson Digitally signed by Cassandra Isackson
Date: 2018.09.04 15:40:09 -05'00'
Director, Office of Aeronautics

Date: _____

**Office of Financial Management-Grant Unit
Agency Grant Supervisor**

By: _____

Date: _____

**Mn/DOT Contract Management
as to form & execution**

By: _____

Date: _____

State of Minnesota
 Department of Transportation
 Office of Aeronautics
 Airport Development Section

Encumber Funds Routing Slip

State Project Number: A4201-99

Expiration Date: 12/31/2021

FAA: N/A

Agreement Number: 1031865

Vendor Number: 0000197695

Supplier Contract ID: **146271**

Municipality: MARSHALL

Project: Pavement Crack Fill and Seal

Encumber FAA: \$0.00	FY: 2019	Purchase Order Number: _____
Encumber State: \$28,000.00	FY: 2019	Purchase Order Number: 3-432542
Encumber Mun: \$12,000.00		

Route as Follows:	Check as Received	Date
To Municipality	_____	_____
Shari LeBlanc	sl	8/15/18
Kathy Vesely	_____	_____
Janet Dirtzu DB	NB	8/15/18
Shari LeBlanc	sl	8/16/18
Regional Engineer	_____	_____
Cassandra Isackson	_____	_____
Janet Dirtzu	_____	_____
Jennifer Hornstien	_____	_____
Contract Management	_____	_____
Janet Dirtzu	_____	_____
Jenny Bahneman	_____	_____
Regional Engineer	_____	_____

Aeronautics Mail Stop: 410

Giguere 7245

8/16/18

STATE OF MINNESOTA ENCUMBRANCE WORKSHEET	MnDOT Agreement #	1031865
	Federal Project #	N/A
	State Project #	A4201-99

AGREEMENT TYPE (Check appropriately)		State Accounting Information	AMENDMENT INFORMATION	
<input type="checkbox"/>	Annual Plan Agreement (APK)	Swift Contract (SC) ID #:	Amendment No	Yes or No
<input type="checkbox"/>	Work Order Agreement (MWK)	146271	If Yes:	
<input type="checkbox"/>	▪ T-Number:	Purchase Order (PO) ID #:	Amend Expiration Date	
<input type="checkbox"/>	▪ SC #:		Change Total Contract Amount	
<input type="checkbox"/>	Interagency (LAK)	Encumbered by:	Amendment Amount	
<input type="checkbox"/>	Partnership			
<input type="checkbox"/>	Receivable	Date:		
<input type="checkbox"/>	Payable			
<input checked="" type="checkbox"/>	Other Current Type GRK			

Agency	Fiscal Year	Vendor ID: 0000197695	Vendor location: 001
TRANSPORTATION	2019	Vendor Name: MARSHALL	
Total Contract Amount: \$28,000.00		Amount of Contract for Current FY: \$28,000.00	

Accounting Line 1: STATE FUNDS		Accounting Line 2: FEDERAL FUNDS		Accounting Line 3: M & O FUNDS	
Fund Code:	2720	Fund Code:	3000	Fund Code:	2720
Fin. Dept.:	T7934130	Fin. Dept.:	T7934100	Fin. Dept.:	T7934100
Approp ID:	T790036	Approp ID:	T790117	Approp ID:	T790036
Category:	84101501	Category:	84101501	Category:	84101501
Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	
Project:	T0A21100	Project:		Project:	T0A21100
Source Type:	4009	Source Type:	4010	Source Type:	4012
Amount to Encumber:	\$28,000.00	Amount to Encumber:	\$0.00	Amount to Encumber:	

Agreement Start Date (Upon execution)	Agreement Expiration Date	Encumbrance Requester (Please Print)
	12/31/2021	Shari LeBlanc
		Phone number
		651-234-7205

STATE OF MINNESOTA ENCUMBRANCE WORKSHEET	MnDOT Agreement #	1031865
	Federal Project #	N/A
	State Project #	A4201-99

AGREEMENT TYPE (Check appropriately)	State Accounting Information	AMENDMENT INFORMATION	
Annual Plan Agreement (APK)	Swift Contract (SC) ID #:	Amendment No	Yes or No
Work Order Agreement (MWK)	146271	If Yes:	
▪ T-Number:	Purchase Order (PO) ID #:	Amend Expiration Date	
▪ SC #:	3000432542	Change Total Contract Amount	
Interagency (LAK)	Encumbered by:	Amendment Amount	
Partnership	Jennifer Hoffman <small>Digitally signed by Jennifer Hoffman Date: 2018.08.16 12:04:12 05'06'</small>		
Receivable	Date:		
Payable	8/16/2018		
X Other Current Type GRK			

Agency	Fiscal Year	Vendor ID: 0000197695	Vendor location: 001
TRANSPORTATION	2019	Vendor Name: MARSHALL	
Total Contract Amount: \$28,000.00		Amount of Contract for Current FY: \$28,000.00	

Accounting Line 1: STATE FUNDS		Accounting Line 2: FEDERAL FUNDS		Accounting Line 3: M & O FUNDS	
Fund Code:	2720	Fund Code:	3000	Fund Code:	2720
Fin. Dept.:	T7934130	Fin. Dept.:	T7934100	Fin. Dept.:	T7934100
Approp ID:	T790036	Approp ID:	T790117	Approp ID:	T790036
Category:	84101501	Category:	84101501	Category:	84101501
Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	441351	Account Code: City 441351 County 441301 Special 441501	
Project:	T0A21100	Project:		Project:	T0A21100
Source Type:	4009	Source Type:	4010	Source Type:	4012
Amount to Encumber:	\$28,000.00	Amount to Encumber:	\$0.00	Amount to Encumber:	

Agreement Start Date (Upon execution)	Agreement Expiration Date	Encumbrance Requester (Please Print)
	12/31/2021	Shari LeBlanc
		Phone number
		651-234-7205

From: [Giguere, John \(DOT\)](#)
To: [Glenn Olson](#)
Cc: [Conklin, Brian \(DOT\)](#); [Giguere, John \(DOT\)](#); [Boerner, Daniel \(DOT\)](#)
Subject: RE: Apron - Bituminous Crack Filling
Date: Wednesday, August 15, 2018 8:32:32 AM
Attachments: [image001.png](#)

Glen,

Thank you for the quick response.

This grant maximum is \$ 40,000.00 and any type of overrun would have to be addressed as an amendment to this grant; therefore, would be a risk to the sponsor because there may not be funds available for the state participate, resulting in any of those overruns cost in becoming the sole responsibility of the sponsor.

Additionally, to reinforce what Brian stated in an earlier email our new policy will not allow State Airport Funds money to be used for any work to be completed prior to a State Grant Contract being fully executed. So if you want this funding to be eligible for reimbursement, do not authorize any of this work to begin until this Grant Contract is fully executed; which, you will receive an email notification from our automated system as to when this action has been completed.

I should be able to get you the grant and resolution for this work prior to noon today so you can have them for your next meet meeting on the 21st.

If you have any additional questions regarding this topic, please contact either Brian or me and we would be happy to assist you.

Thanks,

John Giguere



Engineering Specialist – Airport Development
Office of Aeronautics
222 East Plato Boulevard; Mail Stop 410
St. Paul, MN 55107
651-234-7245
john.giguere@state.mn.us

From: Glenn Olson [mailto:Glenn.Olson@ci.marshall.mn.us]
Sent: Wednesday, August 15, 2018 8:04 AM
To: Giguere, John (DOT) <john.giguere@state.mn.us>

Subject: RE: Apron - Bituminous Crack Filling

John,

You have everything correct.

When the estimated cost was \$40,000, is there any extra available over that amount or is that a maximum?

We bid it at a maximum but could use any additional that may be available.

Thanks,

Glenn

From: Giguere, John (DOT) <john.giguere@state.mn.us>

Sent: Wednesday, August 15, 2018 8:01 AM

To: Glenn Olson <Glenn.Olson@ci.marshall.mn.us>

Cc: Lona Rae Konold <LonaRae.Konold@ci.marshall.mn.us>; Conklin, Brian (DOT) <brian.conklin@state.mn.us>; Giguere, John (DOT) <john.giguere@state.mn.us>

Subject: RE: Apron - Bituminous Crack Filling

CITY OF MARSHALL SECURITY NOTICE: This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact IT support.

Glen,

Yes...I can prepare this Grant and resolution; however, I just want to ensure I have the details correct since Brian was your main contact up to this point.

This grant is for a total amount of \$ 40,000.00 with a state share of \$ 28,000.00 and a local share of \$ 12,000.00 using the 70/30 cost split for state FY19.

Thanks,

John Giguere



Engineering Specialist – Airport Development

Office of Aeronautics

651-234-7245

john.giguere@state.mn.us

From: Glenn Olson [<mailto:Glenn.Olson@ci.marshall.mn.us>]

Sent: Tuesday, August 14, 2018 4:22 PM

To: Giguere, John (DOT) <john.giguere@state.mn.us>

Cc: Lona Rae Konold <LonaRae.Konold@ci.marshall.mn.us>

Subject: FW: Apron - Bituminous Crack Filling

John,

I see Brian is out of the office until the 20th.

Would you be able to put together the State Grant Contract (Agreement) so we could have it by the 21st?

Thank you,
Glenn

From: Glenn Olson

Sent: Tuesday, August 14, 2018 4:07 PM

To: Conklin, Brian (DOT) <brian.conklin@state.mn.us>

Cc: Giguere, John (DOT) <john.giguere@state.mn.us>; John N. Peterson <john.peterson@tkda.com>; Dean Coudron <Dean.Coudron@ci.marshall.mn.us>; Lona Rae Konold (<LonaRae.Konold@ci.marshall.mn.us>) <LonaRae.Konold@ci.marshall.mn.us>

Subject: RE: Apron - Bituminous Crack Filling

Brian,

This is a grant request letter for Apron Bituminous Crack Filling project for the Southwest Minnesota Regional Airport (MML) in Marshall.

Attached are copies of the bid tabulation and bids.

The project will include all work up to \$40,000 in crack improvements.

Please prepare a State Grant Contract for the City Council to approve prior to authorization of work. Our next City Council meeting is August 28, and we would like the document to place on the agenda by August 21, if possible.

Thank you,
Glenn

From: Conklin, Brian (DOT) <brian.conklin@state.mn.us>

Sent: Tuesday, June 26, 2018 2:51 PM

To: Glenn Olson <Glenn.Olson@ci.marshall.mn.us>

Cc: Giguere, John (DOT) <john.giguere@state.mn.us>; John N. Peterson <john.peterson@tkda.com>

Subject: Apron - Bituminous Crack Filling

Good Afternoon Glenn,

The Minnesota Department of Transportation Aeronautics Office has evaluated projects submitted by the 135 publicly owned airports, requesting state funding during state fiscal year 2019. I am pleased to inform you that the **Apron Bituminous Crack Filling** project, for an estimated total cost \$40,000.00 as identified in your 2019 capital improvement program (CIP), has been selected to receive a state airport improvement grant under the following conditions:

- New policy will not allow State Airport Funds money to be used for any work completed

prior to a State Grant Contract being fully executed. So if you want funding to be eligible for reimbursement, do not authorize work to begin until a Grant Contract is executed.

- These funds have been identified for the project described and cannot be transferred to another project on your airport.
- The funds are available only during state fiscal year 2019 (July 1st 2018 to June 30th 2019). If you decide NOT to enter into an agreement during this time period, you must resubmit the project in a future CIP request, where it will compete with all other airport projects for funding.
- A written grant request letter, along with pertinent information (quotes, bid tabulations, copy of consultant agreement, etc.), must be submitted to me between October 15, 2018.

Please notify me in writing by June 30th 2018, whether or not you wish to pursue this project. If you wish

to pursue this project, let me know by what date we can expect a grant request letter from you.

If you would like to learn more about our Airport Grant Process, see this eLearning module at:

<http://www.dot.state.mn.us/onlinelearning/aeronautics/grant/>.

Respectfully,

Brian Conklin

South Region Airport Specialist

MnDOT – Office of Aeronautics

(651)234-7247

brian.conklin@state.mn.us

BID TABULATION

**CRACK FILLING OF RUNWAYS, TAXIWAYS AND APRON AREAS
SOUTHWEST MINNESOTA REGIONAL AIRPORT
MARSHALL, MINNESOTA**

ENGINEER'S ESTIMATE: \$40,000.00
BID OPENING INFORMATION: August 13, 2018 / 10:00 AM (Local Time)

NAME OF BIDDER	CITY, STATE	BID AMOUNT		COMMENTS
		TAXIWAY B	NEW CRACKS	
KAMCO Inc.	Dassel, MN	\$1.89/lb.	\$1.89/lb.	
RH Sealcoating	Russell, MN	\$6.05/lb.	\$2.85/lb.	

PROPOSAL

TO THE CITY OF MARSHALL
LYON COUNTY, MINNESOTA

August 13, 2018

Ladies and Gentlemen:

The undersigned, being familiar with all requirements and conditions, hereby proposes and agrees to enter into a contract with the City of Marshall for: CRACK FILLING OF RUNWAYS, TAXIWAYS AND APRON AREAS, SOUTHWEST REGIONAL AIRPORT, MARSHALL, MINNESOTA, in accordance with the specifications attached hereto for the following price, to wit:

TAXIWAY B

Mastic Gap Filler

1. Blow out and heat lance
2. Flush fill
3. Over band mastic joint 18" wide
4. Clean surface area when completed

Approximately 3800" of cracks.
Product to be bid: Mastic Gap Filler or product of equal spec's

BID AMOUNT (per pound)

\$ ~~6.05~~ 6.05

NEW CRACKS

Route all new cracks $\frac{3}{4}$ x $\frac{3}{4}$ blowout, heat lance and flush fill with 2 $\frac{3}{4}$ " over band using State specification crack filler.

1. Taxiway B has 4680' of new cracks.
2. Taxiway A has 200' of new cracks.
3. Primary Runway 12/30 has 7500' of new cracks.
4. Primary Runway 12/30 has 6500' of old cracks to flush fill.

BID AMOUNT (per pound)

\$ 2.85

Maximum work to be completed under this contract is \$40,000.00.

Work to be completed by October 1, 2018.

All work being done must comply with FAA rules and safety regulations.

This project is funded under a Mn/DOT Grant Agreement. Therefore, Prevailing Wage Schedule must be used as per attached.

Area will be determined by City staff after reviewing of bid.

In submitting this proposal, it is understood that the right is reserved by the City to reject any or all proposals, and to waive any informalities, and accept the bid or bids that are in the best interest of the City.

Respectfully Submitted,

By: Roger L. Hook
(Signature)

Roger L. Hook
Typed or Printed Name

owner of RH Sealcoating
Title

P.O. Box 7
Mailing Address

Russell Mn 56169
City, State ZIP

Telephone Number (507) 823-4507

State whether the Bidder is sole proprietor, a partnership or a corporation, and if a corporation, the state in which it is incorporated. Mn Minnesota

PROPOSAL

**TO THE CITY OF MARSHALL
LYON COUNTY, MINNESOTA**

August 13, 2018

Ladies and Gentlemen:

The undersigned, being familiar with all requirements and conditions, hereby proposes and agrees to enter into a contract with the City of Marshall for: CRACK FILLING OF RUNWAYS, TAXIWAYS AND APRON AREAS, SOUTHWEST REGIONAL AIRPORT, MARSHALL, MINNESOTA, in accordance with the specifications attached hereto for the following price, to wit:

TAXIWAY B

Mastic Gap Filler

1. Blow out and heat lance
2. Flush fill
3. Over band mastic joint 18" wide
4. Clean surface area when completed

Approximately 3800" of cracks.
Product to be bid: Mastic Gap Filler or product of equal spec's

BID AMOUNT (per pound)

\$ 1 89

NEW CRACKS

Route all new cracks 3/4 x 3/4 blowout, heat lance and flush fill with 2 3/4" over band using State specification crack filler.

1. Taxiway B has 4680' of new cracks.
2. Taxiway A has 200' of new cracks.
3. Primary Runway 12/30 has 7500' of new cracks.
4. Primary Runway 12/30 has 6500' of old cracks to flush fill.

BID AMOUNT (per pound)

\$ 1 89

Maximum work to be completed under this contract is \$40,000.00.

Work to be completed by October 1, 2018.

All work being done must comply with FAA rules and safety regulations.

This project is funded under a Mn/DOT Grant Agreement. Therefore, Prevailing Wage Schedule must be used as per attached.

Area will be determined by City staff after reviewing of bid.

In submitting this proposal, it is understood that the right is reserved by the City to reject any or all proposals, and to waive any informalities, and accept the bid or bids that are in the best interest of the City.

Respectfully Submitted,

By: Ken Toomanen
(Signature)

Ken Toomanen (KAMCO Inc.)
Typed or Printed Name

Pres.
Title

23524 735th Ave
Mailing Address

Dassel, MN 55325
City, State ZIP

Telephone Number (612) 528-3904

State whether the Bidder is sole proprietor, a partnership or a corporation, and if a corporation, the state in which it is incorporated. MN

MnDOT - Grant Pre-Award Risk Assessment Tool

Grantee Name:	City of Marshall
Grant Award Number(s) or CFDA Number:	
Program Name(s):	Aeronautics-Development
Risk Assessment Completed by:	Jenny Bahneman
Risk Assessment Completed Date:	9/5/2017
Grant Period(s):	July 1, 2017 through June 30, 2019
Grant Amount(s):	\$88,646.00 per state fiscal year
Total Score:	60
Risk Assessment:	Low Risk

1. Amount	Small <\$50,000	Medium \$50,000 to \$250,000	Large >\$250,000	
Amount of the award (If award amount is unknown, an estimated award amount should be used.)		X		
2. Accounting System	Automated	Manual	Combination	
Type of accounting system used by the entity			X	
3. Program Complexity	Not Complex	Slightly Complex	Moderately Complex	Highly Complex
Rate the complexity of the program		X		
<p>Programs with complex compliance requirements have a higher risk of non-compliance. In your determination of complexity consider whether the program has complex grant requirements (If you choose one, select slightly complex; if you choose two, select moderately complex; if you choose three or four, select highly complex). The following are some examples of reasons a program would be considered more complex:</p> <ul style="list-style-type: none"> ▶ Complex programmatic requirements and/or must adhere to regulations ▶ Matching funds or Maintenance of Effort are required ▶ Various types of program reports are required ▶ The entity further subcontracts out the program 				
4. Entity Risk	Yes/No			
Rank the entity based on your knowledge of the following:				
a. Is the entity receiving an award for the first time? (If answered yes to 4a, leave blank and proceed to question 4e)	no			
b. Did the entity adhere to all terms and conditions of prior grant awards?	Yes			
c. Did the entity's key staff members attend required trainings and meetings during prior grant awards?	Yes			
d. Did the entity's key staff members respond to State requests timely during prior grant awards?	Yes			
e. Does the entity have adequate and qualified staff to comply with the terms of the agreement?	Yes			
f. Does the entity have prior experience with similar programs?	Yes			
g. Does the entity maintain written policies which include procedures for assuring compliance with the terms of the award?	Yes			
h. Does the entity have an accounting system that will allow them to completely and accurately track the receipt and disbursements of funds related to the award?	Yes			
i. Does the federal program require staff to track their time associated with the award?	No			
j. If yes, does the entity have a system in place that will account for 100% of each employee's time? (If answered no to 4i, leave blank and proceed to question 4k)				
k. Did the entity have one or more audit findings in their last single audit regarding program non-compliance?	No			
l. Did the entity have one or more audit findings in their last single audit regarding significant internal control deficiency?	No			
m. Was the entity audited by the Federal government in the prior year(s)?	No			
n. If yes, did the audit result in one or more audit finding? (If answered no to 4m, leave blank and proceed to question 4o)				
o. Was the entity monitored by a State agency in the past year? (If answered no to 4o, leave blank and proceed to question 4q)	No			
p. If yes, were there any documented concerns? (If answered no to 4o, leave blank and proceed to question 4q)				
q. Other issues that may indicate high risk of non-compliance? Explain:				
<i>(Assign 5 points for each issue from below that applies)</i>				
<p><i>Other issues:</i> (1) having new or substantially changed systems or software packages, i.e. accounting, payroll, reporting, technology, administration; (2) turnover in personnel, i.e. business, award management, program; (3) external risks including: economic conditions, political conditions, regulatory changes & unreliable information; (4) loss of license or accreditation to operate program; (5) new activities, products, or services; (6) organizational restructuring; (7) where indirect costs are included, does the organization have adequate systems to segregate indirect from direct costs.</p>				
5. Reporting & Budget	Yes/No			
Rank the entity based on your knowledge of the following:				
a. Were performance reports submitted timely for prior grant awards? (i.e. within the agency specified timeframe)	Yes			
b. Was reasonable progress made towards performance goals for prior grant awards?	Yes			
c. Were financial reports submitted timely for prior grant awards?	Yes			
d. Were financial reports accurate for prior grant awards?	Yes			
e. Did the entity stay on budget in prior years?	Yes			
Low = 0 - 85 Moderate = 86 - 170 High = 170 and higher	TOTAL RISK POINTS:		60	

MnDOT - Grant Pre-Award Risk Assessment Tool

Common Attributes of Grantees with Low, Moderate and High Risk:	
Low Risk	High Risk
<i>Most of the following attributes should be present to be considered <u>low</u> risk</i>	<i>One or more of the following attributes may be present to be considered <u>high</u> risk</i>
▶ entity has complied with the terms and conditions of prior grant awards.	▶ History of unsatisfactory performance or failure to adhere to prior grant terms and conditions
▶ No known financial management problems or financial instability	▶ Financial management problems and/or instability; inadequate financial management system
▶ High quality programmatic performance	▶ Program has highly complex compliance requirements
▶ No, or very insignificant, audit or other monitoring findings	▶ Significant findings or questioned costs from prior audit
▶ Timely and accurate financial and performance reports	▶ Untimely, inadequate, inaccurate reports
▶ Program likely does not have complex compliance requirements	▶ Recurring/unresolved issues
▶ entity has received some form of monitoring (e.g., single audit, on-site review, etc.)	▶ Lack of contact with entity or any prior monitoring
	▶ Large award amount
Moderate Risk	▶ Agencies that fall between low risk and high risk are considered <u>moderate</u> risk.

Additional notes or considerations specific to the Grantee:

I do not have any background information or knowledge for the following questions: #2, #4b, c, e, g, h, A69k, l, m, o; #5b, c, d, e.



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider approval of labor agreements between the City of Marshall and LELS Local No. 245
Background Information:	<p>The existing labor agreement with LELS Local 245 expired on December 31, 2018. Tentative agreement with the union on contract terms for a new three-year agreement (2019-2021) has been reached.</p> <p>Summary of contract amendments:</p> <ol style="list-style-type: none"> 1) Duration (Cover page and Article 28)—3-year contract---January 1, 2019 – December 31, 2021 2) Union Security (Article 5)—technical change relating to the payment of dues by union members; language was proposed by the City as recommended by our labor attorney 3) Insurance (Article 12)—reflect contract years—2019, 2020, 2021. 4) Uniforms (Article 13)—addition of Appendix B—Equipment List. Every item on the list has been standard issue for employees working in the Sergeant position. 5) Vacation (Article 15)—deletion of a clause that restricted new employees from using their vacation accruals in the first six months of employment. This amendment is consistent with the Patrol Officer’s agreement. Language is proposed that requires an employee to provide a 2-week notice prior to resignation or retirement to be eligible to receive accumulated vacation pay at retirement/resignation. 6) Severance Pay (Article 17)—This amendment terminates each new employee’s eligibility for severance pay effective 01/01/2022. This provision is consistent with the Personnel Policy manual pertaining to non-union employees and the AFSCME agreement language. 7) Leaves of Absence (Article 20)— added reference to three laws that may be applicable to employees requesting a leave of absence; the consideration for approval or denial of employee leaves will continue to be administered in accordance with both state and federal laws. 8) Overtime (Article 22)—these amendments eliminate the Sergeant’s eligibility to accrue compensatory time. All overtime will be paid on a bi-weekly basis. 9) Wages (Article 25 and Appendix A): <ul style="list-style-type: none"> • 25.1 (Appendix A)--2% general wage increase for 2019 plus a \$0.60 market adjustment added to each step; 3.25% general wage increase for 2020, and 3.25% general wage increase for 2021. • Increase in shift differential from \$0.30 to \$0.50 per hour. • Deletion of Field Training Office clause—Sergeants oversee the FTO training program, they do not act as Field Training Officers. 10) Memorandum of Understanding—identifies the effective dates of the proposed wage schedule for the term of the agreement (effective 1st day of the pay period that includes January 1).

	Staff recommends approval.
Fiscal Impact:	<ul style="list-style-type: none"> ▪ The 2% general wage increase in 2019 is the same as that approved for the the non-union, AFSCME, and LELS Patrol unit increases, as well as the 2019 budget approved by the Council. ▪ The general wage increase package over the 3-year contract duration (2019-2021) is the same as that approved by the Council for AFSCME and LELS Patrol employee groups across the same duration. ▪ In 2019, the proposed \$0.60 market adjustment has an estimated cost impact of \$2,955.26. ▪ The estimated cost impact of the shift differential increase is \$170.00 per year. ▪ Fiscal savings: eliminating an employee’s eligibility to accrue compensatory time results in a cost savings to the department, as no additional overtime will be paid to an employee to replace coverage while a Sergeant is utilizing comp time. ▪ Fiscal savings: elimination of the severance pay benefit for employees hired after 12/31/2021.
Alternative/ Variations:	None recommended.
Recommendations:	The adoption of RESOLUTION NUMBER XXXX, SECOND SERIES approving a collective bargaining agreement, memorandum of understanding, and memorandum of agreement between the City of Marshall and LELS Local 245 and authorizes proper City officials to sign the agreements.

LABOR AGREEMENT
BETWEEN
THE CITY OF MARSHALL
AND
LAW ENFORCEMENT LABOR SERVICES, INC.
POLICE SUPERVISORS
(Local # 245)

January 1, ~~2016-2019~~ - December 31, ~~2018~~2021

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ARTICLE 1 – PURPOSE OF AGREEMENT

This AGREEMENT is between the City of Marshall, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc., hereinafter called the UNION.

The intent and purpose of this AGREEMENT is to:

- 1.1 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and or application; and
- 1.2 Place in written form the parties' agreement on terms and conditions of employment for the duration of this AGREEMENT.

ARTICLE 2 – RECOGNITION

- 2.1 The EMPLOYER recognizes the UNION as the exclusive representative, under Minnesota Statutes for all Police Sergeants as defined in Bureau of Mediation Services Case No. 98-PCE-785.
- 2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3 – DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services, Inc.
- 3.2 UNION MEMBER: A member of Law Enforcement Labor Services, Inc.
- 3.3 EMPLOYEES: A member of the exclusively recognized bargaining unit.
- 3.4 DEPARTMENT: The City of Marshall Police Department.
- 3.5 EMPLOYER: The City of Marshall.
- 3.6 DIRECTOR: The Director of Public Safety of the City of Marshall Police Department.
- 3.7 UNION STEWARD: The Steward elected or appointed by the UNION.
- 3.8 SCHEDULED SHIFT: A consecutive work period including rest breaks and a lunch break.
- 3.9 REST BREAKS: Periods during the scheduled shift during which the employee remains on continual duty and is responsible for assigned duties.

- 3.10 LUNCH BREAK: A period during the scheduled shift during which the employee remains on continual duty and is responsible for assigned duties.
- 3.11 OVERTIME: Work performed at the express authorization of the EMPLOYER in excess of the employees scheduled shift or eighty (80) hours in a pay period.

ARTICLE 4 – EMPLOYER AUTHORITY

- 4.1 The EMPLOYER retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct, and determine the number of personnel; to establish work schedules; to hire, promote transfer, and assign Employee(s); to make and enforce reasonable rules and regulations; to take any and all actions necessary to carry out the operations of the Employer in situations involving a disaster or emergency consistent with the terms described in this Agreement to the extent practicable; to lay off Employee(s); to assign duties, tasks, jobs, hours, and shifts to Employee(s); and to perform such other inherent managerial functions as set forth in the Public Employment Labor Relations Act, as amended, hereinafter referred to as PELRA; and to perform any inherent managerial function not specifically limited by this AGREEMENT.
- 4.2 Any term and condition of employment not specifically established or modified by the AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.
- 4.3 The forgoing enumeration of the Employer’s authority shall not be deemed to exclude other inherent management rights and management functions not expressly delegated in this Agreement and not in violation of the laws of the State of Minnesota.
- 4.4 The Employer’s failure to exercise any right, prerogative, or function hereby reserved to it, or the Employer’s exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the Employer’s right to exercise such right, prerogative or function, or preclude it from exercising the same in some other way not in conflict with the express provisions of this Agreement.

ARTICLE 5 – UNION SECURITY

- 5.1 The EMPLOYER shall deduct, from the wages of an employees who authorizes such a deduction in writing, an amount necessary to cover monthly UNION dues or other fees. Such monies shall be remitted as directed by the UNION.

- 5.2 The UNION may designate employees from the bargaining unit to act as a steward and an alternate and shall inform the EMPLOYER in writing of such choice and changes in the position of steward and/or alternate. The EMPLOYER agrees to inform the UNION in writing within ten (10) days of employment of the name, classification, and home address of each new employee.
- 5.3 The EMPLOYER shall make space available on the employee bulletin board for posting UNION notices and announcements and to make space available for UNION meetings whenever practicable.
- 5.4 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this ARTICLE.

ARTICLE 6 – EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

- 6.1 Definition of a Grievance: A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.
- 6.2 Union Representatives: The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this ARTICLE. The UNION shall notify the EMPLOYER in writing of the names of such UNION representatives and of their successors when so designated as provided by Sect. 5.2 of this AGREEMENT.
- 6.3 Processing of a Grievance: It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and a UNION representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the EMPLOYER during normal working hours provided that the employee and the UNION representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.
- 6.4 Procedure: Grievances, as defined by Section 6.1, shall be resolved in conformance with the following procedure:

Step 1

An employee claiming a violation concerning the interpretation or application of this AGREEMENT shall, within fourteen (14) calendar days after such alleged violation has occurred, present such grievance to the Director of Public Safety. The Director of Public

Safety will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt.

A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the Director of Public Safety's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days shall be considered waived.

Step 2

If appealed, the written grievance shall be presented by the UNION and discussed with the City Administrator. The City Administrator shall give the UNION the EMPLOYER's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the City Administrator's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3

If desired by the Union, the Union may submit a written or electronic request to the Employer-designated Step 2 representative to mediate the grievance through the Bureau of Mediation Services. The grievance may be mediated if agreed to by both parties. A grievance not resolved in Step 3 within ten (10) calendar days following the Employer-designated representative's written refusal to mediate or completion of mediation as designated by the mediator may be appealed to Step 4. Any grievance not appealed in writing to Step 4 by the Union within ten (10) days shall be considered waived.

Step 4

A grievance unresolved in Step 3 and appealed to Step 4 by the UNION shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made consistent with the rules established by the Bureau of Mediation Services.

6.5 Arbitrator's Authority:

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying, or varying in any way, the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision

shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to

the facts of the grievance presented. If the grievance is covered by law or statute, or not covered by the express provisions of this Agreement, the arbitrator shall refer the grievance back to the parties without decision or recommendation.

- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

6.6 Waiver:

If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER's last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the EMPLOYER and the UNION in each step.

- 6.7 Choice of Remedy: If the event giving rise to a grievance is appealed to or challenged in any procedure other than the grievance procedure in this article, at any time, the grievance is no longer subject to this grievance procedure nor arbitration under such procedure.

- 6.8 Class action grievances are not permitted pursuant to this collective bargaining agreement. Grievances must personally affect the named grievant(s).

ARTICLE 7 – SAVINGS CLAUSE

This AGREEMENT is subject to law. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree, no appeal is made within the time provided, such provision shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 8 – PROBATION

- 8.1 All newly hired or rehired Employees shall serve a probationary period of twelve (12) months of active work (which does not include time spent on a leave of absence except as may be required by law). All promoted EMPLOYEES will serve a six (6) month probationary period. Said probationary period for promoted employees may be extended up to six (6) months for a total of twelve (12) months at the EMPLOYER'S discretion. The EMPLOYER shall provide notice to the UNION of any such extension.
- 8.2 During the probationary period a newly hired or rehired EMPLOYEE may be disciplined, up to and including discharge at the sole discretion of the EMPLOYER without just cause being required or such discipline or discharge being subject to Article 6 (Grievance Procedure) of this Agreement. During the probationary period, a promoted or reassigned EMPLOYEE may be replaced in his/her previous position at the sole discretion of the EMPLOYER.

ARTICLE 9 – SENIORITY

- 9.1 Job Classification Seniority shall be determined by the Employee's length of continuous service within a classification with the Department.
- 9.2 EMPLOYEES will be given preference by job classification seniority with regard to changes in job classification through transfer, assignment and promotion in the bargaining unit when the job-relevant qualifications of employees are equal.
- 9.3 EMPLOYEES will be laid off by job classification seniority. Employees on layoff will have recall rights for 24 months after layoff. No employees will be hired in any job classification in which employees are laid off who have recall rights.
- 9.4 Seniority shall terminate when an employee is separated from employment.

ARTICLE 10 – DISCIPLINE

- 10.1 The EMPLOYER will discipline employees for just cause only. Discipline will be in one or more of the following forms:
- a) Oral reprimand;
 - b) Written reprimand;
 - c) Suspension;
 - d) Demotion; and
 - e) Discharge.

- 10.2 Suspensions, demotions, and discharges will be in written form. Employees and the UNION shall receive a copy of written reprimands, suspensions, demotions, or discharges.
- 10.3 Written reprimands, notices of suspension, demotions, and discharge shall become part of an employee's personnel file. The EMPLOYEE shall acknowledge receipt of written reprimands, notices of suspension, and demotions by signature.
- 10.4 Employees may examine and duplicate at their own expense their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.
- 10.5 An employee will not be questioned when the information obtained through such questioning may subject the employee to disciplinary action unless the employee has been given an opportunity to have an attorney or union representative present at such questioning.
- 10.6 Grievances relating to this ARTICLE shall be initiated by the UNION in Step 2 of the grievance procedure under ARTICLE 6.

ARTICLE 11 – WORK SCHEDULES

- 11.1 The normal work year for full-time employees is two thousand and eighty (2,080) hours to be accounted for by each employee through:
 - a) Hours worked on assigned shifts;
 - b) Assigned training; and
 - c) Authorized leave time.

ARTICLE 12 – INSURANCE

- 12.1 The EMPLOYER will contribute for each employee for single group insurance the same amount the City contributes for other City employees in ~~2016~~2019, ~~2017~~2020, and ~~2018~~2021.
- 12.2 The EMPLOYER will contribute for each employee for group insurance, including dependent coverage the same amount the City contributes for other City employees in ~~2016~~2019, ~~2017~~2020, and ~~2018~~2021.

ARTICLE 13 – UNIFORMS

The EMPLOYER shall provide required uniform and equipment items. Refer to Appendix B for the Equipment List. Personal items destroyed or damaged in the line of duty will be repaired/replaced on a reasonable cost basis. The Employer will pay no more than \$150 to repair/replace footwear.

ARTICLE 14—NON-DISCRIMINATION

Neither the EMPLOYER nor the UNION will discriminate against any employee on any basis prohibited by law.

ARTICLE 15 – VACATION

15.1 Full-time EMPLOYEES shall earn vacation at the following rates:

Years of Service	Hours per Year of Service
0 to 5 years	80 hours
5 to 10 years	120 hours
10 to 15 years	144 hours
15 to 20 years	160 hours
20+ years	200 hours

~~Employees may not use accumulated vacation until completion of six (6) months of continuous employment.~~

15.2 An employee terminating employment prior to six months of service shall not receive vacation pay on termination. An employee terminating service after six months of service shall receive accumulated vacation pay provided the employee was not terminated for cause and the employee provided the Employer at least fourteen (14) calendar days' written notice prior to resignation or retirement.

15.3 Vacation time must be arranged and approved by the EMPLOYER-designated representative. Employees will be provided an opportunity to select vacation time periods in so far as practicable. Employees may not accumulate more than two (2) times their allowed annual vacation earnings.

ARTICLE 16 – SICK LEAVE

16.1 EMPLOYEES shall earn sick leave at the rate of eight (8) hours per month on paid status and be allowed to accumulate up to a maximum of 960 hours of sick leave. After 960 hours of accumulation employees shall earn four (4) hours of sick leave for each month on paid status. Employees using sick leave who have earned 960 hours or more of sick leave shall have such sick leave use deducted from their 960 hour leave bank. Employees hired after January 1, 2001 will be limited to a maximum accumulation of one thousand two hundred (1,200) hours of sick leave.

16.2 For the purpose of accruing sick leave only, employees with a date of hire that is on or before the 5th of the month shall be considered to have started employment on the first day of that

month. Employees with a date of hire between the 6th and 21st of the month, will receive 4 hours of sick leave for that month. Employees with a date of hire on or after the 22nd of the month shall be considered to have started employment on the first of the month following the date of hire.

- 16.3 To be eligible to receive sick leave benefits employees must notify the EMPLOYER-designated representative at least one hour prior to the start of their scheduled shift unless unusual circumstances prevent the employee from such prior notification. Employees may use sick leave benefits for an absence due to illness or injury. Sick leave may be granted when the employee is unable to perform work duties due to illness, injury or disability, the necessity for medical, dental, or chiropractic, or psychological care, for child birth or pregnancy disability, maternity or paternity leave, or exposure to contagious disease where such exposure may endanger the health of others. Accrued sick leave benefits may also be used for absences due to an illness or injury to the employee’s child, adult child, sibling, spouse, parent, mother-in-law, father-in-law, stepparent, grandchild, and grandparent in accordance with Minnesota law (Section 181.9413). For the purposes of this clause, “child” means a step child, biological, adopted, or foster child, either under 18 years of age, or under 20 and still attending secondary school.

An employee may utilize accrued sick leave for “safety leave” for reasonable absences for themselves or the following relatives, the employee’s: child/adult child, spouse, sibling, parent, stepparent, mother/father-in-law, grandchild, and grandparent. Safety leave is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking. Safety leave will be granted in accordance with Minnesota law. An Employee’s use of accrued sick leave and/or safety leave benefits for the Employee’s adult child, sibling, parent, stepparent, mother/father-in-law, grandchild, and grandparent are limited to 160 hours of combined time per calendar year (January to December).

- 16.4 Employees may use sick leave when disabled and unable to perform the duties of their position and as required by law. Employees injured in the line of duty and eligible for workers' compensation benefits shall receive sick leave benefits to the extent of their accrued sick leave to supplement their workers' compensation benefits to equal their normal compensation. The employee’s sick leave bank will be charged for the amount of the supplemental payments.

- 16.5 On termination, except for just cause, employees or their estate shall receive payment for unused sick leave as follows:

- | | |
|-----------------------------------|--------------------------|
| a. after five years of service | 20% of unused sick leave |
| b. after ten years of service | 30% of unused sick leave |
| c. after fifteen years of service | 40% of unused sick leave |
| d. after twenty years of service | 50% of unused sick leave |

ARTICLE 17 – SEVERANCE PAY

- 17.1 Following 20 years of service with the City, Employee’s (or their estate) are eligible for severance pay if:
- a) the Employee terminates employment in good standing with the City; or
 - b) the Employee becomes disabled to the extent that the Employee can no longer work for the City; or
 - c) in the event of the death of the Employee.

The Employee or the Employee’s estate will receive one (1) month’s current salary plus 3% of the monthly salary for each year of service above 20 years to a maximum of 150% of the monthly salary (applicable taxes will be withheld).

- 17.2 Employees that are terminated from the City due to disciplinary action are not eligible to receive severance pay.

17.3 Employees hired after December 31, 2021 are not eligible for Severance Pay.

ARTICLE 18 – HOLIDAYS

- 18.1 The following days are paid holidays:

New Year's Day	(January 1)
Martin Luther King Day	(Third Monday in January)
Presidents Day	(Third Monday in February)
Memorial Day	(Last Monday in May)
Independence Day	(July 4)
Labor Day	(First Monday in September)
Veterans' Day	(November 11)
Thanksgiving Day	(Fourth Thursday in November)
Christmas Day	(December 25)

Employees will be granted two (8) hour floating holidays on a pro-rata basis during a calendar year to be scheduled with permission of the employees designated supervisor and may not be carried over from one year to the next.

- 18.2 Full-time employees in active status will receive payment for the holiday regardless of whether the holiday is worked. The holiday hours may not be taken/accrued as compensatory time off. If a holiday falls on an employee's regularly scheduled day off, the employee shall be entitled to eight (8) hours of pay at the employee's regular hourly rate of pay. When an employee's services are required for an emergency or an essential public service on a holiday, the employee shall be entitled to pay at one and one-half (1-1/2) times the regular rate, plus eight (8) hours regular rate holiday pay.

18.3 Employees on an unpaid leave of absence on the holiday will not receive holiday pay specified in this Article.

ARTICLE 19 - JURY DUTY

Employees required to serve on jury duty will be compensated the difference between the employees regular rate of pay and the amount paid for jury duty less mileage.

ARTICLE 20 - LEAVES OF ABSENCE

Employees will be provided leaves of absence with and/or without pay as required by law, including, but not limited to: Family and Medical Leave Act, Parental Leave Act, and Women's Economic Security Act. On request, an employee may be granted an unpaid leave of absence by the EMPLOYER.

ARTICLE 21 – FUNERAL/BEREAVEMENT LEAVE

In case of death in an employee's immediate family, as well as brothers, sisters, step-siblings, mother, father, parent-in-law, grandparents, grandparents-in-law, grandchild(ren), brothers and sisters-in-law, son/daughter-in-law, the Director of Public Safety may authorize a maximum of three (3) consecutive days with pay for each emergency, as funeral leave. Funeral leave may not exceed forty (40) hours per year and may not be carried over to the following year.

ARTICLE 22 – OVERTIME

22.1 Employees are eligible to receive overtime compensation but may not accrue compensatory time. Employees will be compensated at one and one-half (1-1/2) times the employees regular base pay rate for hours worked in excess of the employees scheduled shift or an eighty (80) hour pay period. Changes of shifts do not qualify an employee for overtime under this ARTICLE.

22.2 Overtime will be distributed as equally as practicable.

22.3 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.

22.4 Overtime will be calculated to the nearest fifteen (15) minutes.

22.5 Employees have the obligation to work overtime or call backs if requested by the EMPLOYER unless unusual circumstances prevent the employee from so working.

~~22.6 Employees will be allowed to accumulate up to a maximum of forty five (45) hours of compensatory time.~~

ARTICLE 23 - COURT TIME

An employee who is required to appear in Court during the employee's scheduled off-duty time shall receive a minimum of two (2) hours' pay at one and one-half (1- 1/2) times the employees base pay rate or for time worked whichever is greater. An extension or early report to a regularly scheduled shift for a court appearance does not qualify the employee for the two (2) hour minimum. The Employer will attempt to notify an employee of cancellation as soon as is practicable.

ARTICLE 24 - CALL BACK TIME

An employee who is called to duty during scheduled off-duty time shall receive a minimum of two (2) hours' pay or for time worked whichever is greater at one and one-half (1-1/2) times the employee's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the employee for the two (2) hour minimum.

ARTICLE 25 – WAGES

25.1 Wage rates are listed in Appendix A.

25.2 ~~Effective January 1, 2013, full-time employees who work the hours between five (5) p.m. and seven (7) a.m. will be paid an additional twenty five cents (\$0.25) per hour for actual hours worked.~~ Effective January 1, 2014, full-time employees who work hours between five (5) p.m. and seven (7) a.m. will be paid an additional thirty cents (\$0.30) for actual hours worked. Effective the first day of the first full pay period following ratification, full-time employees who work the hours between five (5) p.m. and seven (7) a.m. will be paid an additional fifty cents (\$0.50) for actual hours worked.

25.3 ~~Effective January 1, 2013, employees who are assigned to the role of Field Training Officer will be paid an additional seventy five cents (\$0.75) per hour for actual hours worked in this role. Effective January 1, 2014, employees who are assigned to the role of Field Training Officer will be paid an additional one dollar (\$1.00) per hour for actual hours worked in this role.~~

ARTICLE 26 - P.O.S.T LICENSE FEE

The Employer shall pay up to ninety dollars (\$90.00) for the P.O.S.T license fee every three years.

ARTICLE 27 – WAIVER

- 27.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this AGREEMENT, are hereby superseded.
- 27.2 The parties mutually acknowledge that during the negotiations which resulted in this AGREEMENT, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this AGREEMENT for the stipulated duration of this AGREEMENT. The EMPLOYER and the UNION each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this AGREEMENT or with respect to any term or condition of employment not specifically referred to or covered by this AGREEMENT. Even though such terms or conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed.

ARTICLE 28 – DURATION

This AGREEMENT shall be effective as of January 1, ~~2016~~2019 and shall remain in full force and effect until the 31st of December, ~~2018~~2021.

In witness whereof, the parties hereto have executed this AGREEMENT on the latest date affixed to the signatures hereto.

FOR THE CITY OF MARSHALL

FOR LAW ENFORCEMENT
LABOR SERVICES, INC

Robert J. Byrnes, Mayor

Business Agent

~~Jane DeVries~~ Kyle Box,
City Clerk

Union Steward

Date

Date

APPENDIX A

HOURLY WAGE RATES

Wage Schedule, effective January 1, 2016 – December 31, 2016

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	26.26	28.01	29.76	31.51	33.26	35.01

Wage Schedule, effective January 1, 2017 – December 31, 2017

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	27.05	28.85	30.65	32.45	34.26	36.06

Wage Schedule, effective January 1, 2018 – December 31, 2018

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	27.92	29.78	31.65	33.51	35.37	37.23

2019 Wage Schedule—2.0% General Wage Increase, plus \$0.60 Market Adjustment added to each step

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	29.08	30.98	32.87	34.77	36.67	38.57

2020 Wage Schedule—3.25% General Wage Increase

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	30.03	31.99	33.94	35.90	37.86	39.82

2021 Wage Schedule—3.25% General Wage Increase

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Sergeant	31.01	33.03	35.04	37.07	39.09	41.11

APPENDIX B

Equipment List for Police Sergeant

<u>Item</u>	<u>Quantity</u>	<u>Item</u>	<u>Quantity</u>
<u>Uniform Hat</u>	<u>1</u>	<u>Business Card</u>	<u>1</u>
<u>Hat Rain Cover</u>	<u>1</u>	<u>Key Holder</u>	<u>1</u>
<u>Winter Cap</u>	<u>1</u>	<u>Cartridge Magazine Pouch</u>	<u>1</u>
<u>Summer Uniform Shirts</u>	<u>3</u>	<u>Duty Ammo</u>	<u>1</u>
<u>Winter Uniform Shirts</u>	<u>3</u>	<u>Glove Pouch</u>	<u>1</u>
<u>Tie</u>	<u>1</u>	<u>Portable Radio, Charger, Accessories</u>	<u>1</u>
<u>Uniform Pants</u>	<u>3</u>	<u>Mace</u>	<u>1</u>
<u>All Season Jacket</u>	<u>1</u>	<u>Mace Holder</u>	<u>1</u>
<u>Rain Jacket</u>	<u>1</u>	<u>Flash Light Holder</u>	<u>1</u>
<u>Badge – Hat</u>	<u>1</u>	<u>Stinger Light w/Charger w/Holder</u>	<u>1</u>
<u>Badge – Uniform</u>	<u>2</u>	<u>Duty Belt</u>	<u>1</u>
<u>Pair Collar Brass - Small</u>	<u>1</u>	<u>Belt Keepers</u>	<u>4</u>
<u>Pair Collar Brass - Large</u>	<u>1</u>	<u>Duty Holster</u>	<u>1</u>
<u>Individual Name Tag</u>	<u>2</u>	<u>Weapon</u>	<u>1</u>
<u>“Serving Since” Service Bar</u>	<u>1</u>	<u>Taser</u>	<u>1</u>
<u>Key Set - Office</u>	<u>1</u>	<u>Taser Holster</u>	<u>1</u>
<u>Body Armor/Carrier</u>	<u>1</u>	<u>Handcuffs w/2 keys</u>	<u>1</u>
<u>Blood Resistant Gloves</u>	<u>1</u>	<u>Handcuff Case</u>	<u>1</u>
<u>Approved Footwear</u>	<u>1</u>		
<u>(Maximum City Cost of \$150.00)</u>			

Additional Equipment List for Detective Sergeant

<u>Item</u>	<u>Quantity</u>
<u>Belt Clip Badge Holder</u>	<u>1</u>
<u>Dress Pants</u>	<u>3</u>
<u>Dress Shirts</u>	<u>3</u>

LABOR AGREEMENT
BETWEEN
THE CITY OF MARSHALL
AND
LAW ENFORCEMENT LABOR SERVICES, INC.
POLICE SUPERVISORS
(Local # 245)

January 1, 2019 - December 31, 2021

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ARTICLE 1 – PURPOSE OF AGREEMENT

This AGREEMENT is between the City of Marshall, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc., hereinafter called the UNION.

The intent and purpose of this AGREEMENT is to:

- 1.1 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and or application; and
- 1.2 Place in written form the parties' agreement on terms and conditions of employment for the duration of this AGREEMENT.

ARTICLE 2 – RECOGNITION

- 2.1 The EMPLOYER recognizes the UNION as the exclusive representative, under Minnesota Statutes for all Police Sergeants as defined in Bureau of Mediation Services Case No. 98-PCE-785.
- 2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3 – DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services, Inc.
- 3.2 UNION MEMBER: A member of Law Enforcement Labor Services, Inc.
- 3.3 EMPLOYEES: A member of the exclusively recognized bargaining unit.
- 3.4 DEPARTMENT: The City of Marshall Police Department.
- 3.5 EMPLOYER: The City of Marshall.
- 3.6 DIRECTOR: The Director of Public Safety of the City of Marshall Police Department.
- 3.7 UNION STEWARD: The Steward elected or appointed by the UNION.
- 3.8 SCHEDULED SHIFT: A consecutive work period including rest breaks and a lunch break.
- 3.9 REST BREAKS: Periods during the scheduled shift during which the employee remains on continual duty and is responsible for assigned duties.

- 3.10 LUNCH BREAK: A period during the scheduled shift during which the employee remains on continual duty and is responsible for assigned duties.
- 3.11 OVERTIME: Work performed at the express authorization of the EMPLOYER in excess of the employees scheduled shift or eighty (80) hours in a pay period.

ARTICLE 4 – EMPLOYER AUTHORITY

- 4.1 The EMPLOYER retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct, and determine the number of personnel; to establish work schedules; to hire, promote transfer, and assign Employee(s); to make and enforce reasonable rules and regulations; to take any and all actions necessary to carry out the operations of the Employer in situations involving a disaster or emergency consistent with the terms described in this Agreement to the extent practicable; to lay off Employee(s); to assign duties, tasks, jobs, hours, and shifts to Employee(s); and to perform such other inherent managerial functions as set forth in the Public Employment Labor Relations Act, as amended, hereinafter referred to as PELRA; and to perform any inherent managerial function not specifically limited by this AGREEMENT.
- 4.2 Any term and condition of employment not specifically established or modified by the AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.
- 4.3 The forgoing enumeration of the Employer’s authority shall not be deemed to exclude other inherent management rights and management functions not expressly delegated in this Agreement and not in violation of the laws of the State of Minnesota.
- 4.4 The Employer’s failure to exercise any right, prerogative, or function hereby reserved to it, or the Employer’s exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the Employer’s right to exercise such right, prerogative or function, or preclude it from exercising the same in some other way not in conflict with the express provisions of this Agreement.

ARTICLE 5 – UNION SECURITY

- 5.1 The EMPLOYER shall deduct, from the wages of an employee who authorizes such a deduction in writing, an amount necessary to cover monthly UNION dues or other fees. Such monies shall be remitted as directed by the UNION.

- 5.2 The UNION may designate employees from the bargaining unit to act as a steward and an alternate and shall inform the EMPLOYER in writing of such choice and changes in the position of steward and/or alternate. The EMPLOYER agrees to inform the UNION in writing within ten (10) days of employment of the name, classification, and home address of each new employee.
- 5.3 The EMPLOYER shall make space available on the employee bulletin board for posting UNION notices and announcements and to make space available for UNION meetings whenever practicable.
- 5.4 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this ARTICLE.

ARTICLE 6 – EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

- 6.1 Definition of a Grievance: A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.
- 6.2 Union Representatives: The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this ARTICLE. The UNION shall notify the EMPLOYER in writing of the names of such UNION representatives and of their successors when so designated as provided by Sect. 5.2 of this AGREEMENT.
- 6.3 Processing of a Grievance: It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and a UNION representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the EMPLOYER during normal working hours provided that the employee and the UNION representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.
- 6.4 Procedure: Grievances, as defined by Section 6.1, shall be resolved in conformance with the following procedure:

Step 1

An employee claiming a violation concerning the interpretation or application of this AGREEMENT shall, within fourteen (14) calendar days after such alleged violation has occurred, present such grievance to the Director of Public Safety. The Director of Public

Safety will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt.

A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the Director of Public Safety's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days shall be considered waived.

Step 2

If appealed, the written grievance shall be presented by the UNION and discussed with the City Administrator. The City Administrator shall give the UNION the EMPLOYER's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the City Administrator's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3

If desired by the Union, the Union may submit a written or electronic request to the Employer-designated Step 2 representative to mediate the grievance through the Bureau of Mediation Services. The grievance may be mediated if agreed to by both parties. A grievance not resolved in Step 3 within ten (10) calendar days following the Employer-designated representative's written refusal to mediate or completion of mediation as designated by the mediator may be appealed to Step 4. Any grievance not appealed in writing to Step 4 by the Union within ten (10) days shall be considered waived.

Step 4

A grievance unresolved in Step 3 and appealed to Step 4 by the UNION shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made consistent with the rules established by the Bureau of Mediation Services.

6.5 Arbitrator's Authority:

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying, or varying in any way, the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision

shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to

the facts of the grievance presented. If the grievance is covered by law or statute, or not covered by the express provisions of this Agreement, the arbitrator shall refer the grievance back to the parties without decision or recommendation.

- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

6.6 Waiver:

If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER's last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the EMPLOYER and the UNION in each step.

- 6.7 Choice of Remedy: If the event giving rise to a grievance is appealed to or challenged in any procedure other than the grievance procedure in this article, at any time, the grievance is no longer subject to this grievance procedure nor arbitration under such procedure.

- 6.8 Class action grievances are not permitted pursuant to this collective bargaining agreement. Grievances must personally affect the named grievant(s).

ARTICLE 7 – SAVINGS CLAUSE

This AGREEMENT is subject to law. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree, no appeal is made within the time provided, such provision shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 8 – PROBATION

- 8.1 All newly hired or rehired Employees shall serve a probationary period of twelve (12) months of active work (which does not include time spent on a leave of absence except as may be required by law). All promoted EMPLOYEES will serve a six (6) month probationary period. Said probationary period for promoted employees may be extended up to six (6) months for a total of twelve (12) months at the EMPLOYER'S discretion. The EMPLOYER shall provide notice to the UNION of any such extension.
- 8.2 During the probationary period a newly hired or rehired EMPLOYEE may be disciplined, up to and including discharge at the sole discretion of the EMPLOYER without just cause being required or such discipline or discharge being subject to Article 6 (Grievance Procedure) of this Agreement. During the probationary period, a promoted or reassigned EMPLOYEE may be replaced in his/her previous position at the sole discretion of the EMPLOYER.

ARTICLE 9 – SENIORITY

- 9.1 Job Classification Seniority shall be determined by the Employee's length of continuous service within a classification with the Department.
- 9.2 EMPLOYEES will be given preference by job classification seniority with regard to changes in job classification through transfer, assignment and promotion in the bargaining unit when the job-relevant qualifications of employees are equal.
- 9.3 EMPLOYEES will be laid off by job classification seniority. Employees on layoff will have recall rights for 24 months after layoff. No employees will be hired in any job classification in which employees are laid off who have recall rights.
- 9.4 Seniority shall terminate when an employee is separated from employment.

ARTICLE 10 – DISCIPLINE

- 10.1 The EMPLOYER will discipline employees for just cause only. Discipline will be in one or more of the following forms:
- a) Oral reprimand;
 - b) Written reprimand;
 - c) Suspension;
 - d) Demotion; and
 - e) Discharge.

- 10.2 Suspensions, demotions, and discharges will be in written form. Employees and the UNION shall receive a copy of written reprimands, suspensions, demotions, or discharges.
- 10.3 Written reprimands, notices of suspension, demotions, and discharge shall become part of an employee's personnel file. The EMPLOYEE shall acknowledge receipt of written reprimands, notices of suspension, and demotions by signature.
- 10.4 Employees may examine and duplicate at their own expense their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.
- 10.5 An employee will not be questioned when the information obtained through such questioning may subject the employee to disciplinary action unless the employee has been given an opportunity to have an attorney or union representative present at such questioning.
- 10.6 Grievances relating to this ARTICLE shall be initiated by the UNION in Step 2 of the grievance procedure under ARTICLE 6.

ARTICLE 11 – WORK SCHEDULES

- 11.1 The normal work year for full-time employees is two thousand and eighty (2,080) hours to be accounted for by each employee through:
 - a) Hours worked on assigned shifts;
 - b) Assigned training; and
 - c) Authorized leave time.

ARTICLE 12 – INSURANCE

- 12.1 The EMPLOYER will contribute for each employee for single group insurance the same amount the City contributes for other City employees in 2019, 2020, and 2021.
- 12.2 The EMPLOYER will contribute for each employee for group insurance, including dependent coverage the same amount the City contributes for other City employees in 2019, 2020, and 2021.

ARTICLE 13 – UNIFORMS

The EMPLOYER shall provide required uniform and equipment items. Refer to Appendix B for the Equipment List. Personal items destroyed or damaged in the line of duty will be repaired/replaced on a reasonable cost basis. The Employer will pay no more than \$150 to repair/replace footwear.

ARTICLE 14—NON-DISCRIMINATION

Neither the EMPLOYER nor the UNION will discriminate against any employee on any basis prohibited by law.

ARTICLE 15 – VACATION

15.1 Full-time EMPLOYEES shall earn vacation at the following rates:

Years of Service	Hours per Year of Service
0 to 5 years	80 hours
5 to 10 years	120 hours
10 to 15 years	144 hours
15 to 20 years	160 hours
20+ years	200 hours

15.2 An employee terminating employment prior to six months of service shall not receive vacation pay on termination. An employee terminating service after six months of service shall receive accumulated vacation pay provided the employee was not terminated for cause and the employee provided the Employer at least fourteen (14) calendar days’ written notice prior to resignation or retirement.

15.3 Vacation time must be arranged and approved by the EMPLOYER-designated representative. Employees will be provided an opportunity to select vacation time periods in so far as practicable. Employees may not accumulate more than two (2) times their allowed annual vacation earnings.

ARTICLE 16 – SICK LEAVE

16.1 EMPLOYEES shall earn sick leave at the rate of eight (8) hours per month on paid status and be allowed to accumulate up to a maximum of 960 hours of sick leave. After 960 hours of accumulation employees shall earn four (4) hours of sick leave for each month on paid status. Employees using sick leave who have earned 960 hours or more of sick leave shall have such sick leave use deducted from their 960 hour leave bank. Employees hired after January 1, 2001 will be limited to a maximum accumulation of one thousand two hundred (1,200) hours of sick leave.

16.2 For the purpose of accruing sick leave only, employees with a date of hire that is on or before the 5th of the month shall be considered to have started employment on the first day of that month. Employees with a date of hire between the 6th and 21st of the month, will receive 4

hours of sick leave for that month. Employees with a date of hire on or after the 22nd of the month shall be considered to have started employment on the first of the month following the date of hire.

- 16.3 To be eligible to receive sick leave benefits employees must notify the EMPLOYER-designated representative at least one hour prior to the start of their scheduled shift unless unusual circumstances prevent the employee from such prior notification. Employees may use sick leave benefits for an absence due to illness or injury. Sick leave may be granted when the employee is unable to perform work duties due to illness, injury or disability, the necessity for medical, dental, or chiropractic, or psychological care, for child birth or pregnancy disability, maternity or paternity leave, or exposure to contagious disease where such exposure may endanger the health of others. Accrued sick leave benefits may also be used for absences due to an illness or injury to the employee’s child, adult child, sibling, spouse, parent, mother-in-law, father-in-law, stepparent, grandchild, and grandparent in accordance with Minnesota law (Section 181.9413). For the purposes of this clause, “child” means a step child, biological, adopted, or foster child, either under 18 years of age, or under 20 and still attending secondary school.

An employee may utilize accrued sick leave for “safety leave” for reasonable absences for themselves or the following relatives, the employee’s: child/adult child, spouse, sibling, parent, stepparent, mother/father-in-law, grandchild, and grandparent. Safety leave is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking. Safety leave will be granted in accordance with Minnesota law. An Employee’s use of accrued sick leave and/or safety leave benefits for the Employee’s adult child, sibling, parent, stepparent, mother/father-in-law, grandchild, and grandparent are limited to 160 hours of combined time per calendar year (January to December).

- 16.4 Employees may use sick leave when disabled and unable to perform the duties of their position and as required by law. Employees injured in the line of duty and eligible for workers' compensation benefits shall receive sick leave benefits to the extent of their accrued sick leave to supplement their workers' compensation benefits to equal their normal compensation. The employee’s sick leave bank will be charged for the amount of the supplemental payments.

- 16.5 On termination, except for just cause, employees or their estate shall receive payment for unused sick leave as follows:

- | | |
|-----------------------------------|--------------------------|
| a. after five years of service | 20% of unused sick leave |
| b. after ten years of service | 30% of unused sick leave |
| c. after fifteen years of service | 40% of unused sick leave |
| d. after twenty years of service | 50% of unused sick leave |

ARTICLE 17 – SEVERANCE PAY

- 17.1 Following 20 years of service with the City, Employee’s (or their estate) are eligible for severance pay if:
- a) the Employee terminates employment in good standing with the City; or
 - b) the Employee becomes disabled to the extent that the Employee can no longer work for the City; or
 - c) in the event of the death of the Employee.

The Employee or the Employee’s estate will receive one (1) month’s current salary plus 3% of the monthly salary for each year of service above 20 years to a maximum of 150% of the monthly salary (applicable taxes will be withheld).

- 17.2 Employees that are terminated from the City due to disciplinary action are not eligible to receive severance pay.
- 17.3 Employees hired after December 31, 2021 are not eligible for Severance Pay.

ARTICLE 18 – HOLIDAYS

- 18.1 The following days are paid holidays:

New Year's Day	(January 1)
Martin Luther King Day	(Third Monday in January)
Presidents Day	(Third Monday in February)
Memorial Day	(Last Monday in May)
Independence Day	(July 4)
Labor Day	(First Monday in September)
Veterans' Day	(November 11)
Thanksgiving Day	(Fourth Thursday in November)
Christmas Day	(December 25)

Employees will be granted two (8) hour floating holidays on a pro-rata basis during a calendar year to be scheduled with permission of the employees designated supervisor and may not be carried over from one year to the next.

- 18.2 Full-time employees in active status will receive payment for the holiday regardless of whether the holiday is worked. The holiday hours may not be taken/accrued as compensatory time off. If a holiday falls on an employee's regularly scheduled day off, the employee shall be entitled to eight (8) hours of pay at the employee's regular hourly rate of pay. When an employee's services are required for an emergency or an essential public service on a holiday, the employee shall be entitled to pay at one and one-half (1-1/2) times the regular rate, plus eight (8) hours regular rate holiday pay.

18.3 Employees on an unpaid leave of absence on the holiday will not receive holiday pay specified in this Article.

ARTICLE 19 - JURY DUTY

Employees required to serve on jury duty will be compensated the difference between the employees regular rate of pay and the amount paid for jury duty less mileage.

ARTICLE 20 - LEAVES OF ABSENCE

Employees will be provided leaves of absence with and/or without pay as required by law, including, but not limited to: Family and Medical Leave Act, Parental Leave Act, and Women's Economic Security Act. On request, an employee may be granted an unpaid leave of absence by the EMPLOYER.

ARTICLE 21 – FUNERAL/BEREAVEMENT LEAVE

In case of death in an employee's immediate family, as well as brothers, sisters, step-siblings, mother, father, parent-in-law, grandparents, grandparents-in-law, grandchild(ren), brothers and sisters-in-law, son/daughter-in-law, the Director of Public Safety may authorize a maximum of three (3) consecutive days with pay for each emergency, as funeral leave. Funeral leave may not exceed forty (40) hours per year and may not be carried over to the following year.

ARTICLE 22 – OVERTIME

22.1 Employees are eligible to receive overtime compensation but may not accrue compensatory time. Employees will be compensated at one and one-half (1-1/2) times the employees regular base pay rate for hours worked in excess of the employees scheduled shift or an eighty (80) hour pay period. Changes of shifts do not qualify an employee for overtime under this ARTICLE.

22.2 Overtime will be distributed as equally as practicable.

22.3 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.

22.4 Overtime will be calculated to the nearest fifteen (15) minutes.

22.5 Employees have the obligation to work overtime or call backs if requested by the EMPLOYER unless unusual circumstances prevent the employee from so working.

ARTICLE 23 - COURT TIME

An employee who is required to appear in Court during the employee's scheduled off-duty time shall receive a minimum of two (2) hours' pay at one and one-half (1- 1/2) times the employees base pay rate or for time worked whichever is greater. An extension or early report to a regularly scheduled shift for a court appearance does not qualify the employee for the two (2) hour minimum. The Employer will attempt to notify an employee of cancellation as soon as is practicable.

ARTICLE 24 - CALL BACK TIME

An employee who is called to duty during scheduled off-duty time shall receive a minimum of two (2) hours' pay or for time worked whichever is greater at one and one-half (1-1/2) times the employee's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the employee for the two (2) hour minimum.

ARTICLE 25 – WAGES

25.1 Wage rates are listed in Appendix A.

25.2 Effective January 1, 2014, full-time employees who work hours between five (5) p.m. and seven (7) a.m. will be paid an additional thirty cents (\$0.30) for actual hours worked. Effective the first day of the first full pay period following ratification, full-time employees who work the hours between five (5) p.m. and seven (7) a.m. will be paid an additional fifty cents (\$0.50) for actual hours worked.

ARTICLE 26 - P.O.S.T LICENSE FEE

The Employer shall pay up to ninety dollars (\$90.00) for the P.O.S.T license fee every three years.

ARTICLE 27 – WAIVER

27.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this AGREEMENT, are hereby superseded.

27.2 The parties mutually acknowledge that during the negotiations which resulted in this AGREEMENT, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this AGREEMENT for the stipulated duration of this AGREEMENT. The EMPLOYER and the UNION each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this AGREEMENT or with respect to any term or condition of employment not specifically referred to or covered by this AGREEMENT. Even though such terms or conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed.

ARTICLE 28 – DURATION

This AGREEMENT shall be effective as of January 1, 2019 and shall remain in full force and effect until the 31st of December, 2021.

In witness whereof, the parties hereto have executed this AGREEMENT on the latest date affixed to the signatures hereto.

FOR THE CITY OF MARSHALL

FOR LAW ENFORCEMENT
LABOR SERVICES, INC

Robert J. Byrnes, Mayor

Business Agent

Kyle Box, City Clerk

Union Steward

Date

Date

APPENDIX A
HOURLY WAGE RATES

2019 Wage Schedule—2.0% General Wage Increase, plus \$0.60 Market Adjustment added to each step

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Sergeant	29.08	30.98	32.87	34.77	36.67	38.57

2020 Wage Schedule—3.25% General Wage Increase

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Sergeant	30.03	31.99	33.94	35.90	37.86	39.82

2021 Wage Schedule—3.25% General Wage Increase

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Sergeant	31.01	33.03	35.04	37.07	39.09	41.11

APPENDIX B

Equipment List for Police Sergeant

Item	Quantity	Item	Quantity
Uniform Hat	1	Business Card	1
Hat Rain Cover	1	Key Holder	1
Winter Cap	1	Cartridge Magazine Pouch	1
Summer Uniform Shirts	3	Duty Ammo	1
Winter Uniform Shirts	3	Glove Pouch	1
Tie	1	Portable Radio, Charger, Accessories	1
Uniform Pants	3	Mace	1
All Season Jacket	1	Mace Holder	1
Rain Jacket	1	Flash Light Holder	1
Badge – Hat	1	Stinger Light w/Charger w/Holder	1
Badge – Uniform	2	Duty Belt	1
Pair Collar Brass - Small	1	Belt Keepers	4
Pair Collar Brass - Large	1	Duty Holster	1
Individual Name Tag	2	Weapon	1
“Serving Since” Service Bar	1	Taser	1
Key Set - Office	1	Taser Holster	1
Body Armor/Carrier	1	Handcuffs w/2 keys	1
Blood Resistant Gloves	1	Handcuff Case	1
Approved Footwear	1		
(Maximum City Cost of \$150.00)			

Additional Equipment List for Detective Sergeant

Item	Quantity
Belt Clip Badge Holder	1
Dress Pants	3
Dress Shirts	3

MEMORANDUM OF UNDERSTANDING (MOU)
Between
The City of Marshall
and
Law Enforcement Labor Services, Inc., Local No. 245

This is an agreement between the City of Marshall hereinafter called the "CITY" and Law Enforcement Labor Services, Inc., Local No. 245 hereinafter called the "UNION."

I. PURPOSE & SCOPE

The purpose of this MOU is to aid in the efficient administration of general wage increases and market adjustments by identifying implementation dates applicable to Appendix A (Wage Schedules) of the 2019-2021 Labor Agreement.

II. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

The UNION and the CITY ratified an Agreement on [insert date], 2019 providing wage schedules effective on the following dates: January 1, 2019 – December 31, 2019 and January 1, 2020 – December 31, 2020, and January 1, 2021 – December 31, 2021.

To aid in the efficient administration of the wage schedules, the UNION and the CITY agree that the pay rates established in the aforementioned Agreement will be compensated on the following schedule:

January 1, 2019 – December 31, 2019 schedule to be implemented on December 24, 2018.
January 1, 2020 – December 31, 2020 schedule to be implemented on December 23, 2019.
January 1, 2021 – December 31, 2021 schedule to be implemented on December 21, 2020.

III. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective as of December 24, 2018 and shall remain in full force and effect until December 31, 2021. In witness whereof, the parties hereto have executed this Agreement on the latest date affixed to the signatures hereto.

City of Marshall

Law Enforcement Labor Services, Inc., Local No.
245

Mayor

Business Agent

City Clerk

Union Steward

Date: _____

Date: _____

RESOLUTION NUMBER _____, SECOND SERIES

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A COLLECTIVE BARGAINING AGREEMENT, A MEMORANDUM OF UNDERSTANDING, AND A MEMORANDUM OF AGREEMENT BY AND BETWEEN THE LAW ENFORCEMENT LABOR SERVICES, INC. LOCAL NO. 245 AND THE CITY OF MARSHALL TO BE EFFECTIVE THROUGH DECEMBER 31, 2021

WHEREAS, a collective bargaining agreement between the City of Marshall and Law Enforcement Labor Services, Inc., Local No. 245, as the representative of City of Marshall Police Supervisors, expired as of December 31, 2018; and

WHEREAS, as a result of collective bargaining, the parties have reached agreement regarding terms and conditions of employment regarding the employees of this bargaining unit; and

WHEREAS, a copy of the written collective bargaining agreement and memorandum of understanding regarding implementation dates of wage increases are attached hereto; and

WHEREAS, the Law Enforcement Labor Services, Inc., Local No. 245 has ratified acceptance of this 2019-2021 agreement; and

NOW, THEREFORE, BE IT RESOLVED that the City Council approves this labor agreement as outlined.

Passed and adopted by the Common Council this 11th day of June, 2019.

Robert J. Byrnes
Mayor of the City of Marshall

ATTEST:

Kyle Box
City Clerk



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, June 11, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider Appointments to the Various Boards, Commissions, Bureaus and Authorities.
Background Information:	The City of Marshall has various openings on the Boards, Commission, Bureaus and Authorities. Interviews were conducted on Tuesday, May 28 and Tuesday June 11, 2019 with the City Council.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	approval of appointments to the various boards, commissions, bureaus and authorities.

City of Marshall Boards and Commissions

Adult Community Center Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22		

Airport Commission	Incumbent	New Applicants
3 openings (3) unexpired terms to expire 5/31/22		

Cable Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22		

Community Services Advisory Board	Incumbent	New Applicants
2 openings (2) expired terms to expire 2/28/21 and 2/28/22		

Economic Development Authority	Incumbent	New Applicants
1 opening (1) unexpired term to expire 5/31/25		Kristina Carrow Tawny Schotzko Amanda Schroeder

Marshall Municipal Utilities Commission	Incumbent	New Applicants
1 opening (1) unexpired term to expire 5/31/24		

Planning Commission	Incumbent	New Applicants
2 openings (2) unexpired terms to expire 5/31/22	Cathy Lee	Amanda Schroeder

Police Advisory Board	Incumbent	New Applicants
1 opening (1) unexpired term to expire 5/31/22		



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Click or tap to enter a date.
Category:	COUNCIL REPORTS
Type:	INFO
Subject:	Commission/Board Liaison Reports
Background Information:	<p>Byrnes - Fire Relief Association and Regional Development Commission</p> <p>Schafer - Airport Commission, MERIT Center Board, City Council-County Board/Library Agreement & Operations Southwest Minnesota Amateur Sports Commission and SW Minnesota Emergency Communication Board</p> <p>Meister -Community Services Advisory Board, Cable Commission and Economic Development Authority</p> <p>Bayerkohler - Public Housing Commission, Planning Commission and Capital Equipment Review Committee</p> <p>DeCramer – Economic Development Authority and Utilities Commission</p> <p>Labat - Library Board, Police Advisory Board and Convention and Visitors Bureau</p> <p>Lozinski - Adult Community Center Commission and Joint Law Enforcement Center Management Committee and Marshall Area Transit</p>
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	



MEMORANDUM

TO: Honorable Mayor and Members of the City Council; City Staff

FROM: Sharon Hanson, City Administrator

DATE: June 11, 2019

SUBJECT: Administrative Brief

CITY ATTORNEY

- We continue to work with the rep of Charter/Spectrum on the new terms of a cable TV franchise agreement. We hope to be able bring that to Council within the next month.
- We believe we have resolved all outstanding issues with the Army Corps of Engineers and wetland mitigation matters so that the sale of HRA owned property to Tim And Donna Swenson can occur. This will allow expansion of Action Manufacturing Facility.
- As a result of Ways & Means Committee meeting, we are reviewing and revising the special assessment policies and procedures. Ways & Means to meet and review next Tuesday, June 11th. As result of recent City Council discussion rental code, food truck license, tax abatement policy are being reviewed. We are also looking at what options the City has for possible intervention in the Broadmoor Valley Manufactured Home Park issues.

ADMINISTRATION

General Administration

- This past month held several discussions with staff and others on the wastewater project and bids. The bid was accepted by Council at the May 28, 2019 meeting.
- Two proposals were received for redevelopment of Block 11. Staff met with submitted proposal developers and work continues in formulating next steps.
- We are tentatively scheduling a City Hall work session/update from the Architects for July 9th. We are looking at a September bid letting date. This means that we also need to prepare for temporary office space as it can take months to go through what and what does not need to be moved and also the mere fact we need to secure space. Staff our working towards temporary office space move by going through files/items that needs to be disposed of, transferred to the temp office space or temporarily stored.

- Met with City Clerk, Brian Hart from the Computer Man, MMU and their computer network specialist RSM regarding servers, networks, future planning. We hope to visit more with RSM on specific city of Marshall needs in the near future.
- Work on branding and marketing continues. Lauren Deutz, CVB Director recently completed a Situation Analysis with Marshall industry leaders and North Star will be visiting Marshall next week to visit with additional residents. Also, a community survey was sent out to about 400 people regarding Marshall's possible brand.
- Strategic Planning-Vantage Point, the facilitator hired by the City is putting together all of the responses that we received from the surveys and soon will be coordinating with you a time to hold the first set of meetings with stakeholders (hopefully before the end of June).
- Attended Lyon County Museum Open House regarding their 2nd Floor plans and story conception. The theme will be centered around the time period following World War II.
- Attended work session regarding YMCA's future capital plan which includes some reorganization of space and renovation of key areas.
- Meeting with various department leaders regarding 2020 budget and staffing structures going forward.

Economic Development Authority

- **Action Manufacturing – Wetland Delineation:** Compensatory Mitigation Plan and updated map was provided to Army Corps of Engineers, as well as a schematic drawing of potential expansion. Army Corps is reviewing updated details and should make determination soon.
- **Commerce Park:** Shovel Ready Certification submitted, is currently under review. ISG doing high-level industrial park assessment to assist in determining target industries.
- **Red Baron/Sports Commission/Hotel:** Confidential discussions continue with private developer.
- **Block 11:** 2 RFP's for Redevelopment were received. Internal staff and identified EDA Representatives Herrmann and Bucher met with proposal group, reviewed the project and interviewed the development team. No bids were received for mitigation and demolition, so Glenn Olson is researching secondary options.
- **Harrison Truck Center Tax Abatement:** HTC made an abatement request to City Council. Council approved. Now working on Abatement Agreement between City of Marshall and HTC. Great project growing tax base and creating quality jobs.
- **Parkway II:** Working with UCAP on purchase of lots for 2019 builds and 2020 application.
- **Small Cities Development Program Grant:** We have 14 commercial projects inspected and out for bids. Commercial filled up extremely fast.
- **City Branding:** Staff participating in branding committee. EDA Board participation will be requested in near future.
- **Façade Improvement Program:** Advertised online, in newspaper, chamber newsletter, and EDA intern Kritika Shah is starting to make business visits.
- **ISG Marketing Update:** Staff is working with ISG to produce a marketing video and high-level synopsis of target industries for Commerce Park. In addition, two other location videos will be produced as part of these efforts.

Human Resources

- Staffing update: congratulations to Jason Buysse on his promotion to the Police Sergeant position; Jason started in this position on May 13th. Six internal applicants will begin testing on June 14th for the position of Police Corporal. Once this vacancy is filled, the position of Police Detective will be opened

internally for applications. Review of applications is currently underway for the position of Maintenance Worker; 23 applications are being reviewed. The City will welcome Josh Girard on June 17—Josh was hired for the position of Wastewater Treatment Maintenance Operator. Applications are currently being accepted for paid-on-call Firefighters and Hazardous Materials Workers, and a variety of temporary/seasonal positions.

- Union negotiations: staff will be bringing a proposed contract for the LELS Supervisors (Sergeants) union to the Council on June 11th for consideration.

Clerk

- No Report

Finance

- Staff are waiting for the 2018 draft audit report, this is being held up by the Public Housing Audit not complete. The June 25th Council is our goal to present the 2018 audit.
- Work continues with our financial migration to version 10. Our storage issue with the servers has been resolved and we can proceed with installation of the software. Configuration and chart of accounts will begin in the next few months.
- Department heads are currently working on 2020-2024 capital requests, which are due to Finance June 19th.

Assessing

- No Report

Liquor Store

- Sales continue to be strong YTD. We are looking forward to a busy Summer season and getting our store merchandised for the Summer.
- Tall Grass and the CVB recently hosted the 1st annual Minnesota Made Craft Beer Festival at the Red Barron. 14 breweries participated from all over the state to show case their craft beer (which can be purchased at Tall Grass!). We had 300 attendees and the event was a hit with the Marshall Community! We look forward to making this event and Valentine wine tasting annual events.

COMMUNITY SERVICES

- Studio 1 TV Staff covered or assisted with thirty (30) community events during the month of May.
- MCS staff has processed over 2100 registrations for activities this summer. Over 150 individuals have been hired for part-time seasonal positions.
- The Amateur Sports Complex will host a MAFSA Softball Tournament on Saturday, June 29th.
- The Red Baron Arena & Expo will host the 2019 Relay for Life on Saturday, June 22nd.
- The Marshall Aquatic Center opened to the public on Saturday, June 1st. Pool receipts in the first 4 days have exceeded \$15,000. 269 Season Pool passes have been sold as of June 4th.
- City of Marshall Municipal Band opened their 101st season of concerts on Wednesday, June 5th. Concerts run every Wednesday (7:30pm) at Liberty Park through July 17th.
- A Networking Day Event was hosted by SW ABE on June 5th at the Marshall Middle School. Approximately 50 organizations were represented that serve adult clients.
- The Community Services Advisory Board received an update on the Aquatic Center assessment being done by 292DesignGroup. The consultant plans to present an existing structure assessment to Council at the second meeting in July.
- The Adult Community Center will be replacing two of the four furnace units in the facility. MASC has agreed to pay for half of the project. The units were last replaced in June of 2000.
- Adult Softball Leagues have over 200 participants registered that represent 30 different teams.

COMMUNITY PLANNING

Building Services / Planning & Zoning

- Almost 400 open job files. Menards warehouse/remodeling, Unique Opportunities 36-unit apartment building, Bus Garage, and Ashley Furniture/Hobby Lobby are the largest commercial projects under construction.
- Zoning ordinance related to conditional use permits to ensure compliance with the state statute is almost ready.
- Beginning stages of reviewing all city buildings for ADA-compliance; part of a self-evaluation process for inclusion in a city ADA Transition Plan.
- Potential new software for building permits is being evaluated.

PUBLIC WORKS DIVISION

Engineering

- Project Z47: Commerce Industrial Park- Final lift of asphalt has been placed. Contractor will finish placing topsoil, tile pond bottom, and final seed the site.
- Project Z64/SAP 139-111-006: Saratoga Street Reconstruction – Irrigation is near complete. Striping, seeding, and driveway work left.
- Project Z67: Michigan Road/Superior Road Reconstruction Project – Final concrete work will take place in the upcoming weeks, and final seeding will proceed following concrete work.
- Project Z74: Superior Road/Huron Road Reconstruction Project – Contractor has installed all water main and 70% of the sewer main. The trenches in Huron Road will be patched with bituminous in the next couple of weeks and the contractor will continue installing sewer main and water and sewer service lines. Superior road is scheduled to be subcut and install gravel the week of 6-10-19 thru 6-19-19 concrete will follow
- Project Z51-2019: Bituminous Overlay Project – Contract has been awarded and the contractor has begun concrete pedestrian ramp work. The mill is scheduled to be in town the week of 6-17-19. After milling is complete manhole will be raised and the overlay will begin anticipating 2 days of bituminous work.
- Project Z50-2019: Chip Seal Project – Contract awarded to Allied Blacktop Company of Maple Grove, Minnesota, on May 28, 2019. No schedule has been presented at this time.
- Stormwater Study – Stormwater study completed and presented to City Council on April 23, 2019. City staff will be developing planned improvements in conformance with recommendations of the study.
- TH 23 and Lyon J-Turn Mn/DOT Project – Final striping, seeding, and signing is underway.
- MERIT Center Phase 2 – The contractor the skid pad ready for concrete and is currently working on the cold storage parking lot and the MERIT Center parking lot expansion. The contractor is waiting for the ground water table to go down to start work on the actual driving track.
- Project Z72: Hahn Road Storm Sewer Project - Contract awarded to A&C Excavating of Marshall, Minnesota. A preconstruction meeting will be June 12 at 1 pm.
- Project Z73: Country Club Drive Utility Replacement project; water, sanitary sewer, storm sewer from a point approximately 200' west of 4th Street to 2nd Street – Contract awarded to D&G Excavating, Inc. A preconstruction meeting will be June 12 at 11 am. Contractor tentatively would like to start the week of June 17.
- 2019 Projects are currently in the design and scoping process. Projects currently include:
 - UCAP Transit Bus Shelters: Design has been completed and has been forwarded to MnDOT for their review and approval.

- ⊖ Project Z70: Alley Projects (West Marshall/West Redwood & South Hill/South Whitney): City staff is awaiting receipt of revised petitions for improvement from neighborhoods. The petition for improvement must be for exactly what the property owners want to do. City staff may not change the improvements to anything other than what was requested.
- There was emergency slope protection on a portion of the river just west of CSAH 7. Discussions were held with the U.S. Army Corps of Engineers to determine emergency work and to initiate assistance through PL 84-99 with the Corps. The Corps will be sending a team to review the site for potential improvements in May 2019.
- ⊖ Parking lot needs in the Red Baron Arena & Expo area have been reviewed, and we are expecting direction for design shortly.
- Nearing completion of an ADA self-evaluation of sidewalk pedestrian ramps at city intersections in the City of Marshall. The self-evaluation inventory will be included with the city ADA transition plan for city rights-of-way. An ADA transition plan is a required document if the City wishes to be awarded federal and State funding for future construction projects. Our transition plan is currently being developed.
- Currently reviewing State Aid roadway network. We are reviewing street mileage in the city and with recent changes to the State Aid funding mechanism, we are evaluating the efficacy of the current State Aid network and reviewing for possibility of proposed changes and additions.

Building Maintenance

- No report.

Street Department

- Street sweeping
- Pothole patching
- Removing center island from Cullen Circle and patching back in the asphalt.
- Removing center island from McFarland Circle and patching back in the asphalt.
- Fixing and replacing bad curb on the streets that are being milled and overlaid.
- Getting quotes for bike lane painting.
- When weather permits repairing bike trail between highway 59 north and north 7th street due to high water.
- Repairing sink holes.
- Getting ready to start repairing frost boils around town due to the bad winter.
- Street department parking lot concrete is complete and turned out great. Need to seal the joints and seed some dirt areas for the project to be completed.
- Advertising for a maintenance worker position due to a retirement.

Airport/Public Ways Maintenance

- No report.

Wastewater

- Cleaning sewers.
- Pump maintenance.
- Plant repairs.
- Grounds repairs and maintenance.
- Doing work orders.
- All sump pump permits are tagged closed for the season.
- Staff walked the entire town and did a survey of which properties were discharging sump pumps outside and which properties had no apparent sump pump discharge. We will be doing follow up inspections this summer as time permits. I will be bringing forward suggestions on starting residential inspections soon.
- Slowly getting back to normal after flooding and high influent flows. We normally average about 3 million gallons per day- last week we have been averaging nearly 5 4 million gallons per day. Amazingly we did

meet all permit limits for April and May. We received 163 million gallons in April, 139 million gallons in March, and 150 million gallons in May compared to 66 million gallons in February. This is directly correlated to the increased sump pump run times.

- Council awarded the \$14 million-dollar upgrade project. This was a huge contract and staff appreciates Council support of the project.

PUBLIC SAFETY DIVISION

FIRE DEPARTMENT

- The Fire Department responded to thirty-one (31) calls for service. Total calls for service included:
 - Fire/CO2 Alarm (14)
 - Fire/Structure/Medical Assist/Other (11):
 - Vehicle Accident (6)

POLICE DEPARTMENT

- The Marshall Police Department responded to 884 calls of service for the month of May. 115 criminal offenses were reported with a total number of 32 adults and 3 juvenile arrest's being made.

OFFICER'S REPORT (MAY)

- Accidents (30)
 - Alcohol - DWI (1)
 - Assaults (2)
 - Assault (4)
 - Domestic Assault (17)
 - Burglaries (1)
 - Damage to Property (9)
 - Keys Locked in Vehicles (40)
 - Loud Party (8)/ Public Disturbances (14)
 - Thefts (20)
 - Traffic Related Complaints (194)
 - Warrant Pickups (18)
 - Welfare Checks (22)
- During the month of May, we responded to a concerning amount of domestic assault calls that resulted in seven (7) arrests being made of the suspects. Other incidents resulted in charges being forwarded to the City Attorney for consideration of charges.
 - Officers were called to a local liquor store establishment for an uncooperative customer that had physically assaulted the manager. When officers arrived, the male suspect continued to be aggressive and failed to comply with commands. The male suspect came at the officers aggressively and was tasered. The incident was resolved without injury to any officer or the suspect and an arrest was made for assault and disorderly conduct.
 - Both the police and fire departments were called to a possible over-turned raft in the river during the evening of 05/31/19. The use of the drone to help in the search process proved to be helpful. Some limitations of the current drone used by the city was discovered and has our emergency services trying to determine possible needs and options with drone usage.

PERSONNEL/OTHER

- The restructuring plan continues to create movement within the police department. Interviews were conducted by staff and the Police Advisory Committee for the open sergeant position. Jason Buysse w

promoted to sergeant this past month and has started in this new role. This promotion creates a detective opening as well as an open corporal position still exists. Interviews are scheduled for June 14th, 2019 for the open corporal position and the open detective promotional process will begin soon after. We currently have six internal applicants that have applied for the corporal promotion.

DETECTIVE REPORT (MAY)

- A case of forgery and prescription fraud were investigated. A Marshall pharmacy reported someone may have obtained medications fraudulently that were intended for another person. Interviews were done, and the case was sent to the county attorney's office.
- A Marshall woman reported her 11-year-old son's Social Security number was used by someone in Robbinsdale, MN. Victims were referred to Social Security for further investigation.
- A request for prosecution was made on a Marshall man for Predatory Offender violations. The man was not living at his registered address and his probation officer was unsure of his whereabouts.
- A Marshall woman reported her credit card number was used at a store in New York City for \$1,400.00. The case is currently under investigation.
- A Marshall woman reported her vehicle was taken by an ex-boyfriend without permission. She signed it as a stolen vehicle. The vehicle was later recovered in Worthington, MN after the driver was arrested for DUI. Charges of auto theft in Lyon County are pending.
- A woman staying at a Marshall hotel reported her medications were stolen from the hotel room while she was away. An interview was done with a possible suspect. Follow-up interviews are pending.
- A Marshall woman reported possibly being sexually assaulted after she woke up in a Marshall motel room, highly intoxicated, and wearing someone else's underwear. She stated that her body felt like she had had sex recently. The case is under investigation.
- A Marshall man reported being scammed by a bogus PayPal transaction. He ended up losing \$445.00 after he was told to get Google Play cards and give the codes to someone purporting to be from PayPal.
- A case of Criminal Sexual Conduct was conducting on a report that a Vulnerable Adult female who lives in a Marshall group home had consensual sex with a Vulnerable Adult male and the two of them then ran off to Iowa together. The female VA's guardian reported her missing, but the VA was contacted, stated she was missing voluntarily, and refused to return to Minnesota. The case was referred to the Lyon County Attorney's office for consideration of charges. Charges were denied, and the guardian was advised to get a Harassment Restraining Order on behalf of the VA.

MERIT CENTER REPORT

- In the last month, the MERIT Center has hosted a variety of trainings/events. These events included public information officer training, an ambulance driving course, motorcycle safety training, commercial vehicle inspection class, small business development training, CDL exams, driver's education class, law enforcement emergency vehicle operations course and first aid/CPR first responder training.
- The state of MN Chamber of Commerce hosted their leadership alumni event at the MERIT Center on May 9th. Over 70 business leaders from around the state attended this event and were given tours of the MERIT Center and demonstrations of the law enforcement training simulators.
- MN West hosted their faculty duty day at the MERIT Center on May 10th. 75 faculty members attended this event and were given tours of the facility as well as demonstrations of the Community Services driving simulators and the law enforcement training simulators.
- The MN State Patrol conducted a 3-day standard field sobriety testing and drug impairment course at the MERIT Center May 20-22nd. 17 officers from the SW region attended the training.
- The MERIT Center was utilized 26 out of the 31 days in the last month with 326 people attending these trainings/events.

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2003

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2003 For Month Ending December 2003 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)								
	Offenses		Actual			Total Arrests for all Offenses Except Traffic		
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests	
January	147	4	143	120	83%	96	23	
February	132	3	129	77	59%	37	15	
March	140	0	140	99	70%	75	12	
April	88	4	84	51	60%	36	9	
May	63	4	59	35	59%	21	detectives	
June	174	6	168	106	63%	47	14	
July	243	7	236	129	55%	50	17	
August	256	7	247	107	43%	39	3	
September	359	9	350	163	78%	111	16	
October	205	2	203	107	53%	76	16	
November	242	3	239	156	65%	53	14	
December	253	9	244	167	68%	98	18	
YTD 2003	2302	58	2242	1317	63%	739	157	

Averages for all Activities (Calls for Service)

	Time in Hrs								
	Total	Spent							
January	1082	418							
February	930	373							
March	1009	450							
April	994	437							
May	1089	502							
June	1010	413							
July	1205	493							
August	1272	635							
September	1091	484							
October	1089	493							
November	1088	493							
December	920	411							
YTD 2003	12779	5602							

Accidents													
	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	9	5	12	8	11	4	5	1	13	15	14	16	113
Property Damage	33	25	24	31	38	25	30	32	28	34	38	31	369
Personal Injury	5	1	2	8	9	4	17	19	14	7	4	2	92
Fatalities													
Submitted to State	16	9	23	20	24	20	22	26	21	17	18	14	230
YTD 2003	47	31	38	47	58	33	52	52	55	56	56	49	574
CITATIONS													YTD 2003
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Citations	376	270	326	286	236	224	236	253	266	281	300	223	3277
Parking Tickets	134	166	168	117	88	64	68	77	87	74	183	134	1360
Activities (Calls For Service) *High Hours Expended													YTD
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Abandoned	3	4	5	4	2	8	2	1	1	2	5	4	41
Alarms	29	17	15	12	17	32	40	23	15	20	24	21	265
Alcohol*	57	17	19	26	41	28	22	43	57	36	25	27	398
Animal Bite	0	0	0	0	1	0	1	1	3	0	1	1	8
Animal Complaint	22	24	41	48	44	40	68	71	64	34	48	37	541
Assault	12	16	5	11	6	6	16	13	13	7	14	12	131
Assists	21	23	23	20	26	21	30	34	38	36	70	44	386
Auto Theft	0	0	1	0	0	0	0	0	0	0	0	1	2
Burglary	2	5	3	4	8	8	13	9	4	8	10	6	80
Bus Violation	4	2	3	4	6	0	0	0	8	2	5	3	37
Check Forgery	3	1	1	2	2	4	2	0	4	6	4	3	32
Check Fraud	7	0	2	1	5	4	6	4	3	2	0	3	37
Civil Matters	4	0	2	4	5	6	8	6	6	4	4	6	55
Criminal Sex	2	1	1	3	0	3	0	1	1	0	6	3	21
Damage to Prp	11	10	10	16	18	19	19	71	15	13	13	4	219
Domestics*	14	7	6	4	17	6	15	19	16	18	12	16	150
Deliver Emerg.Msg	0	0	0	1	1	0	0	3	2	0	0	2	9
Drugs/Narcotics	4	1	2	4	6	2	3	5	6	1	9	4	47
Ambulance	0	0	1	2	1	0	0		2	0	1	0	7
Fire Alarm	0	0	2	1	0	0	2	1	2	0	0	0	8
Gas Meal Assist	3	2	4	1	3	4	1	6	1	10	2	5	42
Harassment	12	18	14	21	16	23	21	20	8	21	11	10	195
Intoxicated/Detox	2	1	4	3	4	3	3	6	6	2	4	5	43
Lost Anything	3	5	1	9	1	7	1	5	5	8	6	7	58
Offense not in table				8	2	3	3	2	2	2	2	2	26
Other all other	48	67	60	72	81	89	47	98	61	60	40	46	769
Parking Complaints	14	23	17	10	12	20	20	15	9	25	22	42	229
Party Loud Party	17	9	48	25	28	18	11	8	20	18	14	16	232
Property Found	13	6	13	16	14	14	39	32	14	21	9	7	198
Public Disturbance	17	10	20	26	31	23	45	29	28	26	19	16	290
Reciprocal	2	4	0	5	3	1	3	2	3	3	1	2	29
Residence Check	12	3	5	2	3	9	4	6	0	3	5	6	58

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Runaway	0	0	3	7	7	5	6	9	3	9	2	4	55
Escort Funeral,other	10	15	14	6	18	11	17	14	12	14	15	12	158
Search Warrant					4			2	4	0	2	2	14
Suicide						2			0	0	0	0	2
Suspicious Anything*	49	60	66	51	88	75	95	84	85	101	61	79	894
Suspicious Vehicle	18	12	15	12	23	22	29	20	21	17	25	20	234
Tobacco Violation	4	1	1	5	2				2	0	2	4	21
Theft*	30	56	43	41	49	39	72	59	62	63	46	31	591
Traffic Offense Not in table*	443	326	345	313	268	258	294	316	284	287	334	206	3674
Transport	1	3	3	2	3	6	7	1	2	2	1	2	33
Trespassing	4	0	1	1	5	2	11	3	5	4	3	10	49
Traffic Related Complaints	27	30	33	30	24	39	36	34	33	29	31	23	369
Unsecured Building	7	2	9	8	7	9	21	11	10	9	8	9	110
Vandalism	4	8	5	8	16	19	38	21	20	22	10	7	178
Violation of OFP	3	1	1	3	8	4	1	2	1	3	2	2	31
Warrant Pickups	12	9	16	10	13	7	12	17	11	17	9	18	151
Welfare Checks	10	7	4	8	5	8	11	10	5	7	16	10	101
Weather Activity						2							2
Gun Permits	11	7	7	7	6	6	3	3	3	5	7	5	70
Keys Locked In vehicles*	57	68	66	58	76	61	44	65	54	51	63	58	721
Attempt to Locate	2	0	2	9	3	1	8	9	2	4	3	4	47
Dead Body	4	4	0	3	0		1	4	0	1	1	0	18
YTD 2003	1034	885	962	947	1029	1010	1205	1218	1036	1033	1027	867	12166
Miscellaneous Activity													YTD 2003
Criminal Histories Run	4	5	4	7	5	6	10	2	1	6	5	4	59
Copies of Reports	24	27	30	37	32	29	31	44	33	50	37	19	393
OFFENSE ACTIVITY BY DAY OF WEEK													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
January	27	17	21	27	44	35	33						
February	32	18	30	25	34	37	15						
March	31	20	12	27	15	31	42						
April	21	26	22	37	34	29	36						
May	32	28	25	29	42	51	49						
June	39	36	27	24	44	38	40						
July	32	31	42	39	64	46	36						
August	42	26	37	90	49	71	76						
September	42	51	53	36	38	71	62						
October	34	38	28	41	41	79	36						
November	28	26	29	20	28	58	53						
December	31	45	50	24	25	44	34						
YTD 2003	391	362	376	419	458	590	512						
DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	21	29	17	14	22	25	40	36	25	36	34	26	325
Gross Misdemeanors	9	10	2	10	11	13	19	17	16	21	8	22	158
Misdemeanors	63	48	54	60	57	57	82	141	93	76	79	52	862

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2004 For Month Ending December, 2004 (YTD TOTALS)

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2004 For Month Ending November, 2004 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	303	13	290	233	80%	137	30
February	270	14	256	171	67%	88	25
March	298	21	277	200	72%	106	30
April	332	6	326	259	79%	132	34
May	346	13	333	227	68%	125	35
June	319	13	306	217	71%	132	23
July	356	7	349	278	80%	156	20
August	427	7	420	351	84%	193	38
September	381	7	374	286	76%	163	30
October	377	8	369	282	76%	152	27
November	296	5	291	211	73%	133	31
December	335	5	330	273	83%	195	21
YTD 2004	4040	119	3921	2988	76%	1712	344

Averages for all Activities (Calls for Service)

	Total	Time in Hrs Spent
	January	973
February	836	311
March	1010	404
April	1049	403
May	1068	438
June	1073	396
July	1170	466
August	1188	488
September	1042	464
October	1158	520
November	962	473
December	1029	479
YTD 2004	12558	5219

Accidents

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	13	13	9	12	6	7	10	9	9	12	9	15	124
Property Damage	44	37	12	28	35	29	36	44	23	37	37	38	400
Personal Injury	3	5	4	14	9	4	5	3	3	9	1	6	66
Fatalities													
Submitted to State	24	21	14	19	18	13	21	24	18	25	28	32	257
YTD 2004	60	55	25	54	50	40	51	56	35	58	47	59	590

CITATIONS													YTD
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Citations/Warnings	204	139	91	201	189	230	247	266	194	246	185	287	2479
Parking Tickets	153	113	147	94	74	77	102	89	55	98	165	156	1323
Activities (Calls For Service) *High Hours Expended													YTD
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Abandoned	4	6	2	5	2	3	2	1	1	3	2	2	33
Alarms	36	24	33	12	19	27	32	18	17	26	18	29	291
Alcohol*	25	12	18	36	37	21	41	45	33	32	17	31	348
Animal Bite	2	1	0	1	3	1	6	3	2	7	0	0	26
Animal Complaint	29	39	26	37	54	51	58	77	63	71	52	37	594
Assault	9	12	13	17	6	14	9	6	5	9	9	7	116
Assists	33	33	33	36	23	24	31	32	33	29	30	23	360
Auto Theft	0	4	0	2	1	1	0	3	2	2	1	0	16
Burglary	10	7	14	3	2	4	10	11	10	4	9	11	95
Bus Violation	5	5	1	3	6	0	0	0	5	6	9	2	42
Check Forgery	3	1	2	2	3	2	2	2	4	3	0	5	29
Check Fraud	0	1	6	6	3	7	8	0	5	27	4	2	69
Civil Matters	5	2	6	7	9	12	9	6	2	6	5	3	72
Criminal Sex	0	2	2	2	3	1	3	4	4	1	2	2	26
Damage to Prp	28	22	29	36	36	26	11	21	28	19	41	20	317
Domestics*	14	12	22	10	11	12	12	15	23	8	14	15	168
Deliver Emerg.Msg	0	0	1	1	1	1	0	0	2	2	0	0	8
Drugs/Narcotics	1	1	3	11	1	2	3	0	3	1	2	4	32
Ambulance	0	0	0	4	0	0	1	0	0	3	1	1	10
Fire Alarm	2	0	0	0	1	0	1	0	3	0	0	0	7
Gas Meal Assist	4	2	0	3	1	3	5	4	5	7	1	2	37
Harassment	15	15	13	15	11	7	18	29	25	17	19	16	200
Intoxicated/Detox	2	5	0	9	9	10	5	11	7	13	3	8	82
Lost Anything	2	2	3	5	6	6	6	6	7	6	5	8	62
Offense not in table	3	1	2	3	2	4	2	4	5	3	1	2	32
Other all other	46	67	75	58	87	71	65	85	70	58	50	65	797
Parking Complaints	16	29	20	17	14	19	22	15	22	7	21	20	222
Party Loud Party	35	24	12	20	12	11	14	22	34	22	4	13	223
Property Found	11	12	9	30	12	31	28	26	19	22	14	16	230
Public Disturbance	13	20	27	30	32	41	58	55	39	34	20	29	398
Reciprocal	1	6	2	5	3	2	4	3	4	2	3	5	40
Residence Check	2	2	2	1	0	0	0	2	0	1	3	5	18
Runaway	5	7	5	13	10	7	2	7	5	2	0	2	65
Escort Funeral,other	13	7	7	9	5	7	15	9	12	9	12	12	117
Search Warrant	2	1	8	0	2	2	0	2	6	1	2	6	32
Suicide	0	0	0	0	0	0	4	0	0	2	0	0	6
Suspicious Anything*	56	59	92	68	104	114	88	87	80	71	80	85	984

Suspicious Vehicle	27	9	24	25	20	33	32	18	21	20	13	23	265
Tobacco Violation	3	1	2	5	2	1	0	0	0	3	0	0	17
Theft*	52	21	45	40	49	49	51	53	50	71	36	41	558
Traffic Offense Not in table*	237	180	275	256	247	250	305	286	191	281	233	270	3011
Transport	3	5	5	3	4	1	1	6	2	6	2	1	39
Trespassing	3	5	4	9	4	2	4	2	5	0	2	4	44
Traffic Related Complaints	28	26	39	40	47	44	41	58	29	34	34	21	441
Unsecured Building	7	9	3	2	6	6	3	9	9	7	4	12	77
Vandalism	33	17	4	11	11	13	13	21	13	9	15	9	169
Violation of OFP	6	4	3	1	2	1	1	0	2	3	1	4	28
Warrant Pickups	14	6	17	7	9	7	12	4	9	4	9	12	110
Welfare Checks	8	3	15	18	21	15	6	5	13	17	22	13	156
Weather Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Gun Permits	10	6	6	6	3	1	6	1	7	4	7	3	60
Keys Locked In vehicles*	46	42	52	49	51	53	59	52	64	69	69	68	674
Attempt to Locate	1	4	3	6	8	12	9	4	4	12	12		75
Dead Body	3	0	0	0	3	0	0	2	0	0	0	1	9
YTD 2004	913	781	985	995	1018	1032	1118	1132	1004	1076	913	970	11937
Miscellaneous Activity													YTD 2004
Criminal Histories Run	17	4	7	12	6	13	14	13	9	8	5	2	110
Copies of Reports	52	24	32	33	26	27	31	21	30	36	16	29	357
OFFENSE ACTIVITY BY DAY OF WEEK													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
January	46	38	36	24	43	65	51						
February	60	33	22	22	40	47	46						
March	25	67	49	34	41	52	30						
April	38	45	27	52	52	71	47						
May	54	42	41	42	43	63	61						
June	42	44	36	47	40	58	52						
July	57	34	32	51	48	75	59						
August	61	65	57	53	65	62	64						
September	49	40	47	41	65	72	67						
October	45	48	49	46	59	79	51						
November	23	52	55	46	49	40	31						
December	28	36	41	65	43	79	43						
YTD 2004	528	544	492	523	588	763	602						
DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	27	29	33	29	25	28	31	32	31	29	22	33	349
Gross Misdemeanors	21	13	13	8	20	18	11	8	21	11	14	22	180
Misdemeanors	58	58	61	89	82	59	70	90	90	104	70	91	922

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2005 For Month Ending Dec, 2005 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	267	2	265	227	86%	148	23
February	192	2	190	155	82%	96	18
March	270	9	261	210	80%	137	18
April	267	1	266	211	79%	142	20
May	234	3	231	156	68%	116	14
June	210	1	209	129	62%	97	14
July	225	0	225	171	76%	150	14
August	201	0	201	138	69%	115	15
September	247	0	247	174	71%	149	19
October	249	1	248	187	75%	165	22
November	234	0	234	182	78%	154	28
December	255	0	255	200	78%	188	12
YTD 2005	2851	19	2832	2140	75%	1657	217

Averages for all Activities (Calls for Service)

	Total	Time in Hrs Spent
	January	991
February	894	397
March	1030	430
April	1118	605
May	1114	0 (New system does not report Time in Hrs Spent)
June	1039	0
July	1045	0
August	1149	0
September	1132	0
October	1057	0
November	1033	0
December	1018	0
YTD 2005	12620	1905

Accidents

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	3	8	5	10	4	7	5	5	8	10	11	20	96
Property Damage	54	30	42	24	36	25	37	28	30	44	34	37	421
Personal Injury	5	4	6	14	8	5	3	4	10	5	3	6	73
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	39	20	23	21	27	20	23	24	34	42	24	34	331
YTD 2005	62	42	53	69	75	57	45	61	82	101	72	97	816

CITATIONS

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	228	149	189	254	269	260	290	349	287	306	302	368	3251
Parking Tickets	193	221	231	96	50	27	49	28	35	39	230	148	1347

Activities (Calls For Service) *High Hours Expended													YTD	
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.		
Abandoned	4	2	2	2	1	0	3	3	1	2	2	4	26	
Alarms	28	10	24	31	16	13	17	26	20	19	28	27	259	
Alcohol*	30	23	31	34	21	4	12	9	12	10	9	25	220	
Animal Bite	1	0	1	2	0	3	0	2	3	1	3	0	16	
Animal Complaint	33	25	38	49	59	73	81	64	69	52	48	51	642	
Assault	4	11	9	8	11	6	2	14	8	8	4	6	91	
Assists	47	38	29	22	25	28	38	25	21	36	35	32	376	
Auto Theft	0	0	3	0	1	3	0	0	2	4	3	1	17	
Burglary	3	5	8	6	8	9	4	7	5	6	7	5	73	
Bus Violation	6	7	2	8	5	0	0	0	2	6	5	5	46	
Check Forgery	3	7	1	3	1	2	1	1	4	3	1	4	31	
Check Fraud	4	5	9	4	5	14	6	3	12	7	7	8	84	
Civil Matters	5	6	11	8	7	3	1	10	4	6	4	4	69	
Criminal Sex	3	2	1	1	1	3	1	1	2	2	0	2	19	
Damage to Prp	5	8	18	14	16	16	19	16	23	21	17	9	182	
Domestics*	26	18	22	12	12	7	16	12	15	8	9	15	172	
Deliver Emerg.Msg	0	1	0	0	0	3	0	1	2	2	2	0	11	
Drug Recogn Expert	Not previous reported					1	0	0	1	0	1	0	3	
Drugs/Narcotics	2	0	7	6	5	1	0	1	2	7	0	0	31	
Ambulance	0	1	1	2	0	0	1	2	2	3	1	0	13	
Fire Alarm	0	0	0	4	0	0	0	0	2	0	1	1	8	
Gas Meal Assist	2	1	5	2	3	4	5	9	2	6	7	2	48	
Harassment	7	17	21	40	20	22	17	9	27	21	20	11	232	
Intoxicated/Detox	4	3	7	6	2	2	2	1	1	1	3	2	34	
Lost Anything	7	4	7	11	6	11	12	12	4	11	7	10	102	
Mental Health	Not previous reported					1	2	0	1	0	1	0	5	
Offense not in table	0	0	1	1	4	5	18	2	3	5	8	6	53	
Other all other	53	64	61	57	65	59	50	86	60	50	51	35	691	
Parking Complaints	25	13	14	18	21	21	13	26	23	15	28	42	259	
Party Loud Party	33	19	36	33	26	5	9	16	21	17	6	8	229	
Property Found	12	15	22	28	13	26	29	22	29	29	15	9	249	
Public Disturbance	25	24	29	31	29	16	26	32	33	22	13	27	307	
Reciprocal	0	0	5	4	1	7	7	6	2	1	1	7	41	
Residence Check	1	1	1	0	1	1	0	0	1	1	2	2	11	
Runaway	7	3	4	6	9	3	3	5	3	5	5	8	61	
Escort Funeral,other	13	10	17	18	10	15	11	22	12	13	16	8	165	
Search Warrant	6	0	1	0	2	1	1	1	0	1	2	0	15	
Suicide	0	1	0	0	1	0	0	0	3	1	0	1	7	
Suspicious Anything*	77	76	78	92	89	70	72	74	84	75	52	55	894	
Suspicious Vehicle	18	10	7	16	18	17	24	22	19	19	13	20	203	
Tobacco Violation	4	3	4	2	5	1	0	0	3	1	3	0	26	
Theft*	38	30	53	44	73	50	49	62	47	38	41	34	559	
Traffic Offense Not in table	227	242	222	283	359	371	331	397	346	347	365	369	3859	
Transport	2	4	2	8	4	0	3	3	3	2	5	1	37	
Trespassing	7	8	2	7	2	4	3	2	1	2	3	1	42	
Traffic Related Complaints	36	41	34	50	0	Combined with Traffic Offense Not In Table								161
Unsecured Building	1	3	3	8	6	5	5	8	13	4	2	0	58	
Vandalism	2	1	3	3	5	12	12	9	4	12	7	6	76	
Violation of OFP	0	1	10	2	0	3	6	5	2	4	3	2	38	
Warrant Pickups	8	6	20	8	14	12	10	9	15	11	13	12	138	
Welfare Checks	13	13	12	9	13	7	15	12	18	9	14	6	141	
Welfare Fraud	Not Previous	Reported	0	0	0	0	0	0	1	0	0	0	1	
Weather Activity	0	0	0	0	0	2	0	0	0	0	0	0	2	

Gun Permits	5	8	6	5	4	4	3	2	6	4	6	0	53
Keys Locked In vehicles*	85	51	63	58	61	54	56	59	77	64	77	68	773
Attempt to Locate	5	11	2	4	4	2	4	2	8	4	5	3	54
Dead Body	0	0	2	0	0	0	0	0	0	0	1	1	4
Pred - Sex Offender	Not Previous	Reported	0	0	0	0	0	0	0	0	3	0	3
YTD 2005	927	852	971	1070	1066	1002	998	1112	1084	998	985	955	12020
Miscellaneous Activity													YTD
Criminal Histories Run	2	14	9	1	5	5	6	9	15	14	10	4	94
Copies of Reports	29	49	22	27	24	29	36	35	53	51	55	64	474
OFFENSE ACTIVITY BY DAY OF WEEK													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
January	34	25	43	42	29	55	39						
February	29	29	18	25	26	42	23						
March	34	38	30	35	53	49	31						
April	34	31	24	29	27	78	44						
May	35	37	27	36	29	40	30						
June	24	23	33	33	42	23	32						
July	22	18	44	27	46	38	30						
August	28	25	23	31	39	26	39						
September	24	26	19	46	64	43	25						
October	40	26	25	33	44	53	28						
November	28	26	48	37	49	32	14						
December	20	34	38	36	55	53	19						
YTD 2005	352	338	372	410	503	532	354						
DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	23	23	25	22	19	29	16	21	27	39	34	25	303
Gross Misdemeanors	11	11	11	8	11	12	7	15	13	13	12	21	145
Misdemeanors	62	61	86	75	97	83	75	98	80	81	67	73	938
Petty Misdemeanors	0	1	2	4	4	1	4	1	2	2	1	1	23

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2006 For Month Ending December, 2006 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	208	0	208	166	80%	148	18
February	179	0	179	133	74%	115	18
March	173	0	173	134	77%	125	9
April	179	0	179	134	75%	114	23
May	209	0	209	152	73%	122	30
June	230	0	230	139	60%	111	28
July	211	0	211	147	70%	125	22
August	234	1	233	160	68%	142	18
September	291	0	291	222	76%	187	35
October	244	0	244	180	74%	157	23
November	177	0	177	130	73%	109	21
December	220	0	220	182	83%	165	17
YTD 2006	2555	1	2554	1879	74%	1620	262

Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	1009	633
February	922	567
March	932	538
April	927	597
May	1504	672
June	1005	624
July	969	623
August	1070	655
September	1030	682
October	978	672
November	914	641
December	933	640
YTD 2006	12193	7544

Accidents

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	9	15	12	7	14	13	8	8	8	7	5	8	114
Property Damage	27	32	22	29	26	26	22	28	20	30	28	29	319
Personal Injury	2	6	4	5	3	6	5	6	2	4	7	5	55
Fatalities	0	0	0	0	0	0	0	1	0	0	0	0	1
Submitted to State	35	29	23	24	22	20	18	31	0	25	16	26	269
YTD 2006	73	82	61	65	65	65	53	74	30	66	56	68	758

CITATIONS

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	526	427	359	341	456	395	272	395	389	331	326	248	4465
Parking Tickets	100	161	175	28	41	20	21	21	25	21	213	125	951

Activities (Calls For Service) *High Hours Expended													YTD
	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	
Abandoned	0	5	1	0	2	2	4	4	3	2	0	0	23
Alarms	6	3	9	7	10	22	22	12	17	17	14	11	150
Alcohol*	16	15	10	7	13	10	9	14	13	9	12	17	145
Animal Bite	0	1	2	0	3	2	4	2	1	0	1	0	16
Animal Complaint	49	41	40	41	43	54	58	50	69	50	47	28	570
Assault	8	9	11	18	9	5	10	9	11	12	5	15	122
Assists	29	27	31	27	21	24	31	32	21	22	28	25	318
Attempt to Locate	6	4	3	4	3	2	6	2	1	2	6	9	48
Auto Theft	0	2	1	2	1	0	1	2	2	1	6	1	19
Burglary	11	4	3	5	10	4	8	6	8	4	6	7	76
Bus Violation	7	1	5	2	4	0	0	0	7	2	0	8	36
Check Forgery	4	2	2	2	3	2	2	2	2	1	2	3	27
Check Fraud	5	7	7	5	5	5	9	7	5	4	9	9	77
Civil Matters	5	6	5	3	8	6	7	4	0	3	3	13	63
Criminal Sex	2	0	1	1	0	2	3	1	1	4	3	0	18
Damage to Prp	9	13	6	22	15	21	22	26	28	14	12	31	219
Deliver Emerg.Msg	0	1	3	4	1	0	1	2	1	2	0	2	17
Domestics*	10	4	7	6	10	11	9	17	11	11	15	17	128
Drug Recogn Expert	0	0	0	0	0	0	0	0	0	0	0	1	1
Drugs/Narcotics	6	1	1	3	0	1	1	2	0	0	2	1	18
Ambulance	2	1	0	1	1	0	0	4	1	2	0	0	12
Fire Alarm	1	0	0	0	0	1	0	0	0	0	2	1	5
Gas Meal Assist	1	1	4	1	3	2	6	2	2	4	2	1	29
Gun Permits	7	5	7	3	9	2	0	3	6	1	2	8	53
Harassment	13	8	10	20	13	27	15	23	20	13	9	21	192
Intoxicated/Detox	4	7	6	3	3	3	4	6	12	4	1	2	55
Keys Locked In vehicles*	48	62	48	44	49	50	45	43	40	52	61	59	601
Mental Health	0	0	0	0	0	0	1	2	1	1	1	0	6
Fraud	0	4	3	5	1	2	1	2	0	2	1	6	27
Lost Anything	6	4	6	7	6	7	6	10	10	3	8	6	79
Offense not in table	7	7	2	2	2	4	3	1	4	1	0	0	33
Other all other	49	46	30	43	45	49	45	67	49	49	38	40	550
Parking Complaints	15	15	63	16	16	13	14	25	19	22	21	15	254
Party Loud Party	12	17	10	20	8	11	10	19	8	16	11	17	159
Pred - Sex Offender	3	1	5	0	0	4	3	3	4	1	1	2	3
Property Found	12	8	12	12	32	27	31	24	17	29	30	17	251
Public Disturbance	12	18	16	19	31	34	28	34	39	19	17	9	276
Pursuit	0	0	0	0	0	0	0	0	0	0	1	0	1
Reciprocal	9	2	6	4	5	0	6	6	2	3	1	4	48
Residence Check	0	1	0	3	0	1	1	1	0	1	1	1	10
Runaway	0	1	2	0	6	9	2	2	7	7	2	3	41
Escort Funeral,other	8	11	9	10	8	7	11	10	8	7	9	7	105
Search Warrant	2	0	0	0	0	0	0	1	3	1	2	3	12
Suicide	0	0	0	0	0	2	0	0	1	0	1	0	4
Suspicious Anything*	45	47	49	81	71	76	72	69	85	84	52	77	808
Suspicious Vehicle	16	9	14	19	15	21	27	16	10	19	5	13	184
Tobacco Violation	2	0	0	2	1	3	0	0	2	1	1	1	13
Theft*	37	35	43	41	41	66	56	59	48	69	41	38	574
Trains	0	0	4	1	0	1	2	1	2	0	1	0	12
Transport	1	1	3	2	4	3	7	0	2	4	1	2	30
Transport-Juveniles	0	0	0	0	0	0	0	0	0	0	6	0	6
Trespassing	0	1	0	1	4	1	2	1	1	1	4	2	18
Traffic Related Complaints	465	381	376	339	441	330	297	355	357	318	334	302	4295
Unsecured Building	1	2	1	3	4	0	1	2	2	5	3	0	24

Vandalism	2	8	3	4	7	5	8	10	7	9	6	4	73
Violation of OFP	3	1	2	1	1	1	2	11	8	5	4	6	45
Warrant Pickups	9	11	12	10	12	13	9	14	11	15	8	14	138
Welfare Checks	7	7	5	8	11	11	7	7	8	9	5	10	95
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	0	1	0	0	0	0	0	1
Dead Body	2	0	1	2	0	0	0	0	0	0	0	0	5
ERU Activated	0	0	0	0	0	1	0	0	1	0	0	0	2
YTD 2006	974	868	900	886	1011	960	930	1027	998	937	864	889	11220
Miscellaneous Activity													YTD
Criminal Histories Run	12	6	1	7	4	2	6	2	3	2	14	8	67
Copies of Reports	54	51	49	50	57	48	52	81	48	56	56	70	672
OFFENSE ACTIVITY BY DAY OF WEEK													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
January	22	19	27	20	46	45	19						
February	16	18	25	35	35	28	22						
March	12	25	33	41	35	22	5						
April	17	28	31	18	43	38	34						
May	18	28	35	19	48	39	34						
June	18	30	40	52	44	20	26						
July	26	33	26	24	55	20	27						
August	26	16	39	47	49	31	26						
September	26	26	27	39	70	60	43						
October	38	35	28	23	47	36	37						
November	12	25	12	18	47	21	29						
December	26	16	39	47	49	31	26						
YTD 2006	257	299	362	383	568	391	328						
DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	26	25	25	21	36	27	26	23	31	22	23	29	314
Gross Misdemeanors	27	9	11	9	10	13	17	21	13	3	11	15	159
Misdemeanors	60	78	60	66	80	84	84	106	113	103	89	65	988
Petty Misdemeanors	4	2	1	2	1	0	2	3	4	0	0	1	20

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2007 For Month Ending December 2007 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	234	1	233	186	80%	161	25
February	185	0	185	131	71%	113	18
March	226	0	226	163	72%	140	23
April	137	0	137	87	64%	80	7
May	233	1	232	132	57%	122	10
June	159	2	157	59	38%	51	8
July	160	2	158	64	41%	59	5
August	211	0	211	91	43%	85	6
September	199	0	199	49	41%	43	6
October	212	0	212	0	100%	0	0
November	179	0	179	95	53%	76	19
December	188	0	188	109	58%	93	16
YTD 2007	2323	6	2317	1166	60%	1023	143

Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	898	719
February	824	556
March	938	634
April	886	588
May	1050	803
June	984	726
July	953	740
August	1111	711
September	911	672
October	976	658
November	837	591
December	759	570
YTD 2007	11127	7968

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	9	7	18	8	7	8	6	0	10	12	14	19	118
Property Damage	20	44	27	33	28	23	28	39	38	37	22	44	383
Personal Injury	3	1	1	3	5	3	6	7	4	5	8	5	51
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	20	28	24	23	26	15	23	32	27	34	0	0	252
YTD 2007	52	80	70	67	66	49	63	78	79	88	44	68	804

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
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Citations/Warnings	275	250	256	202	277	223	191	235	197	188	269	154	2717
Parking Tickets	166	141	83	45	31	13	7	5	6	9	199	104	809
Activities (Calls For Service) *High Hours Expended													
	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	1	1	1	0	4	0	3	2	2	1	1	3	19
Alarms	9	18	14	11	11	20	11	24	25	20	19	11	193
Alcohol*	7	8	18	15	16	12	10	17	15	17	10	13	158
Animal Bite	0	0	0	1	4	1	1	0	0	2	0	0	9
Animal Complaint	39	27	45	51	47	64	46	67	57	50	48	45	586
Assault	20	12	11	8	8	5	10	14	17	6	8	6	125
Assists	22	36	36	20	23	30	33	22	26	34	29	23	334
Attempt to Locate	4	1	1	2	7	4	2	2	5	5	4	6	43
Auto Theft	3	0	1	2	2	2	0	1	3	5	4	3	26
Burglary	9	3	7	9	4	14	17	12	7	19	18	7	126
Bus Violation	9	2	3	4	2	1	0	0	3	9	5	4	42
Check Forgery	2	1	1	2	3	5	1	0	1	1	1	4	22
Check Fraud	5	5	7	8	1	0	3	7	5	5	1	6	53
Civil Matters	2	4	6	3	4	5	8	8	6	3	3	4	56
Criminal Sex	1	2	1	3	0	0	3	3	1	1	2	0	17
Damage to Prp	20	20	23	13	21	23	17	32	16	16	24	13	238
Deliver Emerg.Msg	0	0	0	1	0	0	0	0	3	0	0	2	6
Domestics*	14	18	8	10	17	15	13	7	10	10	11	7	140
Drug Recogn Expert	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs/Narcotics	0	3	0	1	2	2	2	1	1	0	3	3	18
Ambulance	1	4	1	1	1	0	3	1	0	0	2	0	14
Fire Alarm	1	0	0	1	0	0	1	0	0	0	0	0	3
Gas Meal Assist	1	2	3	2	2	6	3	8	3	6	3	6	45
Gun Permits	5	3	5	9	4	5	6	4	5	4	7	7	64
Harassment	26	8	16	20	17	21	22	22	13	13	14	16	208
Intoxicated/Detox	4	4	4	3	4	3	11	1	4	2	3	1	44
Keys Locked In vehicles*	52	60	43	56	54	53	48	55	46	67	53	48	635
Mental Health	0	2	1	6	2	1	4	2	2	1	2	5	28
Fraud	7	1	3	2	5	0	2	1	5	4	1	1	32
Lost Anything	3	7	10	9	8	0	4	11	9	17	10	7	95
Offense not in table	0	3	0	0	0	0	0	0	0	0	0	0	3
Other all other	25	33	50	33	57	41	44	56	60	41	55	36	531
Parking Complaints	8	25	21	15	16	29	13	13	17	31	8	21	217
Party Loud Party	15	12	13	29	14	11	11	21	15	16	9	10	176
Pred - Sex Offender	4	0	2	0	1	0	2	1	2	2	2	2	18
Property Found	20	7	18	24	23	15	37	33	29	30	18	16	270
Public Disturbance	28	20	37	22	35	35	32	39	42	25	17	17	349
Pursuit	1	0	0	0	0	0	0	0	0	1	0	8	10
Reciprocal	7	2	2	2	3	0	0	1	5	0	3	0	25
Residence Check	2	1	3	0	1	1	2	0	0	3	2	3	18
Runaway	4	2	5	8	9	3	0	6	5	4	4	1	51
Escort Funeral,other	12	7	3	10	5	13	16	8	5	7	11	11	108
Search Warrant	0	3	0	0	2	0	1	1	1	0	0	1	9
Attempted Suicide	0	0	1	2	5	2	1	0	1	1	0	2	15
Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Suspicious Anything*	69	60	56	66	90	74	85	79	60	71	61	49	820
Suspicious Vehicle	10	6	11	12	23	26	11	22	15	9	10	14	169
Tobacco Violation	0	1	0	0	0	0	0	0	0	2	2	1	6
Theft*	48	31	59	37	49	49	54	53	50	55	66	41	592
Trains	1	0	0	0	0	4	0	8	4	3	0	0	20

Transport	1	1	1	4	6	4	6	2	2	3	2	1	33
Transport-Juveniles	0	1	3	3	4	3	1	2	3	1	0	0	21
Trespassing	3	0	2	9	8	7	4	8	5	7	2	3	58
Traffic Related Complaints	291	262	298	249	327	285	255	327	212	257	193	171	3127
Unsecured Building	0	2	0	1	13	1	2	8	12	1	1	5	46
Vandalism	9	8	6	5	13	9	11	14	6	5	9	5	100
Violation of OFP	11	6	5	5	4	6	5	5	3	0	1	2	53
Warrant Pickups	16	15	10	9	16	14	4	8	4	12	5	9	122
Welfare Checks	11	9	14	21	13	12	22	10	8	13	20	11	164
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Dead Body	2	0	0	0	0	1	0	3	0	0	3	1	10
ERU Activated	0	0	0	0	0	0	1	0	1	0	0	0	2
Weapons Involved	0	0	0	0	0	0	0	0	0	0	2	0	2
YTD 2007	865	769	889	839	1010	937	904	1052	857	918	792	692	10524
MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	18	13	9	10	27	27	16	4	12	8	8	12	164
Copies of Reports	110	70	75	115	119	115	138	127	100	90	108	87	1254
OFFENSE ACTIVITY BY DAY OF WEEK													
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
January	50	35	35	23	41	40	44						
February	21	24	20	34	40	16	30						
March	22	23	30	46	62	23	20						
April	24	24	11	23	30	9	16						
May	17	29	30	54	54	19	30						
June	25	27	19	12	34	20	22						
July	27	22	31	10	25	24	21						
August	22	30	35	36	38	27	23						
September	16	19	21	35	42	33	33						
October	34	16	19	29	34	38	42						
November	24	21	21	33	26	31	23						
December	20	20	33	25	39	25	26						
YTD 2007	302	290	305	360	465	305	330						
DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	3	21	22	25	40	37	41	36	27	28	24	32	336
Gross Misdemeanors	2	8	12	11	17	8	10	11	12	7	7	14	119
Misdemeanors	15	80	96	62	76	74	78	99	105	93	78	67	923
Petty Misdemeanors	1	2	2	1	2	1	1	4	0	2	8	6	30

RT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2008 For Month Ending December and Year Ending 2008 (YTD TO

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	171	0	171	104	61%	95	9
February	149	0	149	101	68%	96	5
March	181	0	181	120	66%	92	28
April	210	0	210	143	68%	114	29
May	212	0	212	129	61%	116	13
June	215	0	215	136	63%	118	18
July	312	0	312	208	67%	168	40
August	202	0	202	130	64%	110	20
September	200	0	200	137	69%	125	12
October	214	0	214	145	68%	123	22
November	229	2	227	162	71%	137	25
December	182	1	181	115	64%	101	14
YTD 2008	2477	3	2474	1630	66%	1395	235

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	796	556
February	724	552
March	843	670
April	972	766
May	1057	824
June	1024	699
July	1178	781
August	1040	734
September	1048	877
October	1020	879
November	1017	770
December	898	626
YTD 2008	11617	8734

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	2008 YTD
Hit and Run	11	12	6	9	7	7	8	3	7	11	16	18	115
Property Damage	40	24	34	22	24	18	32	23	27	32	14	53	343
Personal Injury	5	0	0	1	1	3	6	0	3	7	9	1	36
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	42	19	17	15	18	17	29	19	24	33	24	56	313
YTD 2008	98	55	57	47	50	45	75	45	61	83	63	128	807

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	2008 YTD
Citations/Warnings	178	221	232	205	192	250	319	238	220	324	362	153	2894
Parking Tickets	97	54	82	11	23	50	3	2	32	23	205	150	732

Activities (Calls For Service) *High Hours Expended		Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	2008 YTD
Abandoned		3	0	2	5	0	6	1	1	2	1	0	1	22
Alarms		11	9	9	12	27	20	22	20	15	14	11	26	196
Alcohol*		21	18	17	12	16	18	35	30	20	17	19	14	237
Animal Bite		0	1	0	1	1	6	2	2	2	0	2	1	18
Animal Complaint		34	29	31	66	85	75	72	77	90	60	43	39	701
Assault		11	11	5	6	8	10	11	11	15	4	13	3	108
Assists		26	18	31	25	18	16	25	22	26	21	15	35	278
Attempt to Locate		5	1	1	6	8	0	2	5	2	5	6	4	45
Auto Theft		1	1	1	1	3	3	5	1	3	1	1	0	21
Burglary		7	6	9	3	4	23	3	11	8	7	4	6	91
Bus Violation		3	0	6	4	3	0	2	1	6	4	3	3	35
Check Forgery		2	0	1	0	1	0	1	2	1	1	3	3	15
Check Fraud		5	1	4	7	11	0	6	3	0	2	1	5	45
Civil Matters		4	5	3	8	8	3	11	8	10	5	8	5	78
Criminal Sex		4	2	0	2	3	4	4	4	1	2	2	3	31
Damage to Prp		18	7	19	34	37	21	2	24	21	28	13	14	238
Deliver Emerg.Msg		0	1	0	0	0	0	0	0	1	0	0	0	2
Domestics*		19	6	8	14	16	10	6	12	11	12	15	8	137
Drug Recogn Expert		0	0	0	2	1	1	0	1	1	0	0	0	6
Drugs/Narcotics		2	0	0	0	3	0	3	1	2	2	1	3	17
Ambulance		1	1	1	1	3	0	2	2	0	0	0	0	11
Family Matters		0	8	4	6	19	3	0	0	7	4	0	2	53
Fire Alarm		0	0	0	0	0	0	0	1	2	0	2	0	5
Gas Meal Assist		5	3	2	0	1	4	6	3	4	2	1	6	37
Gun Permits		8	0	12	0	0	13	7	2	7	5	3	0	57
Harassment		18	11	22	27	19	14	21	19	15	12	26	11	215
Intoxicated/Detox		0	6	3	3	2	3	4	1	6	2	4	2	36
Keys Locked In vehicles*		54	62	59	48	60	51	43	36	50	60	53	77	653
Mental Health		5	3	2	4	3	2	2	1	3	0	2	1	28

Fraud	3	2	1	2	6	3	3	3	6	5	2	1	37
Lost Anything	7	4	3	9	7	17	9	7	5	3	10	4	85
Offense not in table	4	0	0	0	2	0	0	0	0	0	1	0	7
Other all other	42	39	49	59	43	57	43	46	40	49	40	30	537
Parking Complaints	18	19	11	28	11	15	13	10	25	7	14	34	205
Party Loud Party	17	13	18	16	23	10	10	19	35	14	17	9	201
Pred - Sex Offender	2	2	3	2	4	3	1	3	2	8	4	7	41
Property Found	13	6	12	15	25	40	42	28	45	35	30	6	297
Public Disturbance	20	13	30	36	34	37	37	33	29	22	21	20	332
Pursuit	0	0	2	0	0	0	0	1	0	1	0	0	4
Reciprocal	4	5	2	7	4	0	2	0	2	3	0	4	33
Residence Check	1	0	1	1	1	5	1	1	1	1	2	3	18
Runaway	3	1	3	4	6	6	8	0	5	4	2	1	43
Escort Funeral, other	6	9	10	9	14	15	18	7	5	13	10	9	125
Search Warrant	0	1	0	0	0	4	2	1	1	0	4	0	13
Attempted Suicide	2	0	0	0	0	0	2	1	2	0	1	0	8
Suicide	0	0	0	0	1	1	0	0	1	1	0	0	4
Suspicious Anything*	44	38	69	86	85	80	89	72	67	77	69	38	814
Suspicious Vehicle	14	10	21	10	18	9	24	19	17	7	13	9	171
Tobacco Violation	0	0	2	1	0	0	1	0	1	1	3	2	11
Theft*	27	27	38	47	50	57	82	53	63	49	54	74	621
Trains	0	1	2	2	2	0	0	1	0	2	1	1	12
Transport	3	12	3	3	4	3	4	2	7	3	1	5	50
Transport-Juveniles	2	0	3	0	1	0	1	0	0	0	2	2	11
Trespassing	1	1	6	8	0	4	12	13	3	8	3	3	62
Traffic Related Complaints	200	242	225	251	270	288	343	348	275	355	387	239	3423
Unsecured Building	1	1	2	8	5	8	3	5	3	6	1	5	48
Vandalism	6	5	8	7	6	4	13	6	6	2	6	6	75
Violation of OFP	0	1	6	5	2	3	9	2	2	0	4	1	35
Warrant Pickups	17	10	7	9	18	11	22	12	14	16	8	13	157
Welfare Checks	14	6	13	12	11	9	13	17	11	7	12	7	132
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	0	1	0	0	0	0	2	3
Dead Body	0	0	1	0	1	0	0	0	0	0	0	1	3
ERU Activated	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Involved	2	0	0	0	0	0	1	0	0	0	0	0	3

YTD 2008	740	678	803	934	1014	995	1107	1011	1004	970	973	808	11037
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	2008 YTD
Criminal Histories Run	8	8	8	2	0	9	18	8	4	2	2	2	71
Copies of Reports	100	85	68	105	95	85	93	85	94	106	102	90	1108

OFFENSE ACTIVITY BY DAY OF WEEK							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	21	20	20	24	21	37	28
February	18	17	19	15	30	25	25
March	28	18	18	19	32	35	31
April	25	34	25	33	42	23	28
May	23	21	15	51	52	24	26
June	23	28	22	51	48	19	24
July	30	42	39	46	66	46	43
August	17	17	42	32	29	32	33
September	29	22	18	22	43	31	35
October	11	17	22	24	64	47	29
November	34	20	35	22	39	50	29
December	27	28	41	23	20	21	22
YTD 2008	286	284	316	362	486	390	353

DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)													
	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	2008 YTD
Felonies	30	22	30	19	31	32	19	22	27	22	25	10	289
Gross Misdemeanors	5	4	4	7	9	3	7	9	5	11	4	1	69
Misdemeanors	81	57	86	94	92	77	98	82	89	89	90	60	995
Petty Misdemeanors	2	4	0	2	3	4	5	7	2	1	1	4	35

REPORT OF ACTIVITY FOR MARSHALL POLICE MONTH BY MONTH FOR 2009 For Month and Year Ending December 2009 (YTD TOTAL)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	157	0	157	105	69%	102	3
February	114	0	114	81	71%	74	7
March	188	0	188	134	71%	110	24
April	190	0	190	129	68%	117	12
May	211	0	211	167	79%	148	19
June	173	1	172	122	71%	111	11
July	168	0	168	122	73%	113	9
August	208	0	208	104	50%	97	7
September	199	0	199	118	59%	112	6
October	165	0	165	101	61%	91	10
November	169	0	169	111	66%	100	11
December	129	1	128	92	72%	82	10
YTD 2009	2071	2	2069	1386	68%	1257	129

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	934	555
February	806	510
March	929	523
April	883	574
May	1138	696
June	988	659
July	941	600
August	1028	625
September	983	623
October	987	611
November	891	602
December	754	474
YTD 2009	11262	7052

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	20	5	8	4	0	4	6	10	8	7	9	9	90
Property Damage	53	26	20	21	28	21	18	24	18	30	32	47	338
Personal Injury	6	3	2	5	1	0	6	4	2	5	2	7	43
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	49	26	24	22	29	17	22	26	23	29	28	45	340
													0
YTD 2009	128	60	54	52	58	42	52	64	51	71	71	108	811

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	285	335	355	295	312	310	269	285	274	284	271	202	3477
Parking Tickets	150	83	37	41	6	16	24	31	3	23	258	128	800

Activities (Calls For Service) *High Hours Expended													
	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	2	2	1	1	17	4	1	3	0	3	0	7	41
Alarms	22	10	8	15	13	14	22	17	21	17	13	8	180
Alcohol*	14	8	16	16	4	9	9	15	17	11	15	8	142
Animal Bite	0	1	3	3	0	5	2	1	1	0	0	1	17
Animal Complaint	30	40	43	45	81	84	89	61	69	68	43	39	692
Assault	8	5	5	7	13	6	7	6	7	11	5	9	89
Assists	21	23	30	27	21	35	14	30	25	10	12	15	263
Attempt to Locate	0	2	5	4	5	10	3	4	4	3	4	2	46
Auto Theft	2	0	1	1	2	1	2	3	2	2	1	1	18
Bike Found	2	2	3	9	7	9	15	10	10	5	11	1	84
Bike Theft	1	0	1	6	6	8	8	2	4	3	2	3	44
Burglary	4	2	5	3	4	3	5	13	12	12	18	2	83
Bus Violation	0	1	7	1	4	0	0	0	6	5	2	1	27
Check Forgery	1	0	2	0	0	2	0	0	2	1	1	1	10
Check Fraud	6	5	2	4	4	2	1	1	0	0	0	1	26
Civil Matters	6	4	8	6	10	7	7	7	3	6	6	7	77
Criminal Sex	8	2	1	4	0	1	0	3	4	4	1	1	29
Damage to Prp	17	11	13	11	17	21	15	27	31	13	9	13	198
Deliver Emerg.Msg	0	0	0	0	1	0	1	2	0	0	2	1	7
Domestics*	12	11	15	14	9	24	16	10	12	11	9	13	156
Drug Recogn Expert	0	0	0	0	0	0	0	0	1	0	0	0	1
Drugs/Narcotics	0	0	0	0	2	1	5	1	0	1	0	0	10
Ambulance	1	0	0	2	0	1	2	0	0	0	0	1	7
Family Matters	6	6	2	3	2	5	7	2	10	5	8	6	62
Fire Alarm	0	1	0	0	0	1	0	1	0	0	0	1	4
Gas Meal Assist	4	2	1	2	7	1	0	8	2	3	2	0	32
Gun Permits	4	7	13	12	6	5	5	0	5	3	8	4	72
Harassment	13	4	5	16	25	23	14	17	20	12	18	14	181
Intoxicated/Detox	0	3	3	4	5	3	0	6	3	2	3	1	33
Keys Locked In vehicles*	65	60	52	43	39	39	46	54	57	78	52	67	652

Mental Health	1	2	2	4	3	2	3	3	3	3	5	2	33
Fraud	2	1	1	4	5	3	2	4	3	5	3	1	34
Lost Anything	3	5	3	4	6	8	11	6	7	0	5	5	63
Offense not in table	0	0	0	0	0	0	0	0	0	0	0	0	0
Other all other	23	33	42	37	58	56	37	69	64	58	37	26	540
Parking Complaints	30	10	14	11	18	9	12	11	10	12	12	24	173
Party Loud Party	10	11	8	20	21	14	11	22	26	21	14	9	187
Pred - Sex Offender	3	2	2	3	2	4	2	1	2	1	2	0	24
Property Found	7	12	4	4	14	14	11	10	12	11	13	16	128
Public Disturbance	12	8	19	16	21	23	39	27	14	12	20	8	219
Pursuit	0	0	0	0	0	0	0	0	0	0	1	0	1
Reciprocal	3	6	8	1	7	3	0	2	7	4	3	2	46
Residence Check	0	1	0	0	0	1	1	0	3	3	0	3	12
Runaway	4	0	4	6	3	6	0	5	3	4	2	4	41
Escort Funeral,other	6	13	9	7	9	20	7	8	9	12	4	6	110
Search Warrant	1	0	0	1	1	0	1	0	2	1	2	0	9
Attempted Suicide	1	2	2	0	1	1	2	1	0	0	0	0	10
Suicide	0	0	0	0	0	0	0	0	0	0	1	0	1
Suspicious Anything*	48	54	49	51	70	69	74	88	59	71	48	45	726
Suspicious Vehicle	12	11	6	6	9	13	4	13	11	9	12	6	112
Tobacco Violation	0	0	0	1	2	0	0	0	0	1	0	1	5
Theft*	29	24	49	37	30	27	39	48	28	48	24	23	406
Trains	0	0	0	0	1	0	1	0	0	0	0	0	2
Transport	5	2	2	3	6	4	0	4	1	1	5	2	35
Transport-Juveniles	0	0	1	0	0	0	0	0	0	0	0	1	2
Trespassing	1	4	8	8	0	3	7	4	6	3	3	3	50
Traffic Related Complaints	364	334	394	343	460	322	308	312	309	326	348	258	4078
Unsecured Building	3	1	3	4	6	1	3	4	3	11	5	2	46
Vandalism	5	0	4	2	5	7	11	21	13	6	5	2	81
Violation of OFP	2	1	1	2	4	4	5	3	5	4	2	1	34
Warrant Pickups	8	8	5	7	12	13	10	13	6	10	11	6	109
Welfare Checks	9	15	14	9	19	10	11	5	21	11	15	6	145
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	1	0	0	0	0	0	1	1	0	0	0	0	3
Dead Body	1	0	0	1	1	0	1	0	0	1	0	0	5
ERU Activated	0	0	0	0	0	0	0	0	0	1	0	0	1
Weapons Involved	1	1	0	0	0	0	1	0	0	0	0	0	3

YTD 2009	844	773	899	851	1098	961	911	989	955	939	847	690	10757
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	0	0	4	0	0	0	4	1	2	2	0	2	15
Copies of Reports	100	80	110	96	100	135	120	108	154	109	93	128	1333

OFFENSE ACTIVITY BY DAY OF WEEK

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	13	13	14	35	23	32	27
February	17	15	11	17	19	12	23
March	26	21	22	38	30	28	23
April	23	26	23	38	29	26	25
May	28	16	19	35	50	38	27
June	28	22	21	23	48	15	16
July	23	21	25	31	26	25	17
August	34	14	20	31	47	34	28
September	13	27	31	23	34	31	40
October	15	17	15	35	28	32	23
November	30	12	16	12	41	27	31
December	15	14	10	20	29	29	12

YTD 2009	265	218	227	338	404	329	292
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DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	26	19	13	22	30	32	24	33	30	33	34	2	298
Gross Misdemeanors	5	8	8	6	11	6	5	8	13	6	6	2	84
Misdemeanors	66	60	71	75	94	77	73	110	84	81	55	20	866
Petty Misdemeanors	3	1	3	0	1	0	3	0	4	3	0	1	19

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2010 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	143	1	142	106	75%	98	8
February	114	0	114	93	82%	79	14
March	121	0	121	83	69%	68	15
April	162	0	162	117	72%	106	11
May	207	1	206	139	67%	111	28
June	149	0	149	98	66%	91	7
July	211	0	211	140	66%	130	10
August	248	0	248	167	67%	142	25
September	165	0	165	100	61%	85	15
October	234	0	234	152	65%	131	21
November	203	0	203	117	58%	110	7
December	190	0	190	149	78%	131	18
YTD 2010	2147	2	2145	1461	69%	1282	179

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	765	537
February	656	402
March	812	479
April	834	542
May	1090	648
June	912	671
July	932	655
August	1029	820
September	844	572
October	1023	707
November	844	577
December	837	626
YTD 2010	10578	7236

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	11	6	0	9	5	12	6	7	8	11	7	13	95
Property Damage	47	40	25	23	34	23	31	30	30	29	34	49	395
Personal Injury	6	2	0	2	3	4	6	6	6	5	7	8	55
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	38	28	21	23	26	24	29	27	31	30	23	45	345
YTD 2010	102	76	46	57	68	63	72	70	75	75	71	115	890

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	203	187	208	208	289	193	187	206	182	264	384	138	2649
Parking Tickets	82	135	138	13	47	22	2	11	8	26	54	143	681

Activities (Calls For Service) *High Hours Expended													
	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	2	3	1	1	2	2	0	0	3	1	1	1	17
Alarms	13	7	18	14	15	16	28	22	32	28	18	17	228
Alcohol*	19	12	13	13	12	4	19	12	12	14	7	9	146
Animal Bite	1	0	0	0	3	2	1	3	2	4	1	1	18
Animal Complaint	29	37	37	50	65	63	62	64	57	66	52	49	631
Assault	3	6	6	11	10	10	8	4	2	12	8	5	85
Assists	23	13	13	22	23	27	35	22	13	14	22	43	270
Attempt to Locate	8	3	4	7	3	4	4	1	3	8	2	9	56
Auto Theft	0	3	1	0	3	3	2	2	1	3	1	0	19
Bike Found	1	1	3	0	7	10	13	22	11	19	8	2	97
Bike Theft	0	0	1	5	2	2	5	6	3	3	3	0	30
Burglary	5	0	3	3	3	5	4	13	10	7	9	5	67
Bus Violation	2	1	0	6	4	1	0	1	4	3	8	4	34
Check Forgery	0	1	0	0	2	1	0	2	3	1	0	0	10
Check Fraud	2	2	2	0	0	5	3	1	2	6	4	0	27
Civil Matters	3	9	10	8	9	18	11	10	11	9	13	11	122
Criminal Sex	6	3	1	1	2	1	2	3	2	2	2	1	26
Damage to Prp	12	6	17	13	19	22	28	27	23	18	22	9	216
Deliver Emerg.Msg	1	2	1	1	0	0	0	0	3	0	0	0	8
Domestics*	14	10	10	18	15	12	13	11	10	9	8	9	139
Drug Recogn Expert	0	0	0	3	0	0	0	0	0	0	0	0	3
Drugs/Narcotics	0	1	2	0	1	2	0	2	1	3	1	1	14
Ambulance	1	0	0	0	0	1	0	0	2	0	0	0	4
Family Matters	2	4	9	3	4	11	10	14	9	7	6	3	82
Fire Alarm	1	0	0	1	1	0	0	1	0	1	0	1	6
Gas Meal Assist	1	0	3	7	2	0	3	2	4	5	3	0	30
Gun Permits	6	7	12	12	4	4	8	11	5	4	4	5	82
Harassment	11	17	13	14	18	20	16	14	22	22	27	11	205
Intoxicated/Detox	2	3	2	3	5	4	6	5	4	3	4	1	42
Keys Locked In vehicles*	57	45	41	53	48	47	45	46	47	52	63	64	608
Mental Health	3	1	1	2	3	2	1	1	2	2	1	3	22
Fraud	4	4	3	4	4	10	5	4	4	1	5	3	51

Lost Anything	3	3	3	4	8	2	8	14	7	8	3	8	71
Offense not in table	0	0	0	0	0	0	0	0	0	0	0	0	0
Other all other	33	37	44	50	45	54	50	47	43	60	27	44	534
Parking Complaints	16	17	10	9	14	12	17	14	14	23	16	34	196
Party Loud Party	12	7	11	23	21	18	7	20	23	16	11	7	176
Pred - Sex Offender	0	2	5	1	0	6	3	2	2	1	4	2	28
Property Found	4	8	5	13	10	16	19	21	13	29	16	11	165
Public Disturbance	16	11	11	22	18	20	20	26	17	27	26	14	228
Pursuit	0	0	0	0	0	0	0	1	0	0	0	0	1
Reciprocal	4	3	12	0	10	3	2	0	2	7	6	4	53
Residence Check	0	0	1	1	1	1	0	0	0	1	1	2	8
Runaway	3	1	2	3	4	2	4	10	5	1	5	0	40
Escort Funeral,other	8	6	6	9	11	17	17	6	10	12	7	4	113
Search Warrant	0	0	0	1	0	0	0	1	0	0	0	1	3
Attempted Suicide	1	0	0	2	1	0	1	0	3	0	2	2	12
Suicide	0	0	0	0	2	0	0	0	0	0	0	0	2
Suspicious Anything*	48	31	63	61	74	69	83	102	57	76	59	54	777
Suspicious Vehicle	5	3	6	10	12	9	11	16	13	11	11	6	113
Tobacco Violation	0	1	3	1	6	0	0	0	1	1	2	0	15
Theft*	24	21	30	31	50	33	46	47	39	55	39	61	476
Trains	1	0	2	0	1	0	2	1	2	0	0	0	9
Transport	2	4	2	4	4	3	3	1	2	1	2	1	29
Transport-Juveniles	1	1	1	1	1	7	2	0	0	0	0	0	14
Trespassing	4	4	3	11	6	0	8	4	7	3	5	4	59
Traffic Related Complaints	254	226	301	224	411	236	223	268	193	280	216	199	3031
Unsecured Building	1	2	4	1	3	7	1	2	2	1	1	4	29
Vandalism	4	0	2	2	6	3	7	14	4	11	2	1	56
Violation of OFP	3	2	1	6	8	8	4	6	5	3	5	2	53
Warrant Pickups	10	7	12	13	10	12	4	18	12	8	9	13	128
Welfare Checks	13	9	10	10	16	15	11	14	11	13	16	18	156
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	2	1	0	2	0	0	0	5
Dead Body	0	0	0	1	3	0	0	0	0	0	0	0	4
ERU Activated	0	0	0	0	0	0	0	0	0	0	1	0	1
Weapons Involved	0	0	1	1	0	2	1	1	0	1	1	1	9

YTD 2010	702	607	778	790	1045	866	887	982	796	976	796	764	9989
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	1	2	0	0	0	0	0	0	0	0	0	0	3
Copies of Reports	144	168	156	138	164	142	168	195	134	91	87	102	1689

OFFENSE ACTIVITY BY DAY OF WEEK

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	7	13	21	7	45	25	25
February	13	15	14	10	27	21	14
March	13	21	16	22	17	17	15
April	29	16	13	29	40	20	15
May	21	28	15	16	58	44	25
June	17	17	20	18	25	19	34
July	31	29	19	27	53	30	22
August	33	34	34	29	42	31	45
September	20	25	23	35	27	12	23
October	17	21	18	31	44	41	62
November	21	34	27	18	24	39	40
December	19	26	21	35	39	21	29

YTD 2010	241	279	241	277	441	320	349
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DETECTIVE ACTIVITY/INVESTIGATIONS (From Excel Spreadsheet) (3 investigators)

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	23	14	8	4	8	14	22	35	28	20	15	13	204
Gross Misdemeanors	5	2	1	4	1	6	6	8	13	8	2	5	61
Misdemeanors	60	36	69	68	75	58	96	88	70	51	37	39	747
Petty Misdemeanors	0	1	3	3	3	1	1	1	1	0	0	0	14

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2011 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	171	0	171	129	75%	114	15
February	236	2	234	182	78%	158	24
March	211	3	208	154	74%	128	26
April	172	0	172	128	74%	113	15
May	167	0	167	117	70%	106	11
June	180	0	180	120	67%	105	15
July	162	0	162	102	63%	91	11
August	213	0	213	123	58%	118	5
September	196	0	196	115	57%	101	14
October	221	0	221	107	48%	96	11
November	171	0	171	110	64%	90	20
December	188	1	187	125	67%	113	12
YTD 2011	2288	6	2282	1512	66%	1333	179

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	762	532
February	813	637
March	863	541
April	859	552
May	919	782
June	973	660
July	1022	644
August	1047	753
September	956	707
October	1098	700
November	748	544
December	787	574
YTD 2011	10847	7626

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	16	12	8	5	9	10	5	8	5	8	6	11	103
Property Damage	63	61	30	23	22	19	23	29	21	23	22	23	359
Personal Injury	3	4	1	5	7	2	2	6	4	11	3	3	51
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	60	58	24	19	26	24	22	31	18	21	21	24	348
TOTAL 2011	142	135	63	52	64	55	52	74	48	63	52	61	861

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
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Citations/Warnings
 Parking Tickets

177	175	285	230	259	244	281	238	238	327	198	238	2890
125	128	166	18	16	15	16	4	5	24	176	144	837

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	1	2	3	1	2	2	2	2	2	3	0	4	24
Alarms	22	22	18	15	21	21	21	15	19	22	21	7	224
Alcohol	6	11	6	11	9	7	10	14	8	4	5	12	103
Animal Bite	3	1	1	0	3	0	1	6	0	1	1	2	19
Animal Complaint	29	41	51	50	60	68	78	65	65	71	49	45	672
Assault	11	2	4	9	10	4	8	8	10	7	7	10	90
Assists	31	29	29	23	18	25	31	23	28	19	23	17	296
Attempt to Locate	5	3	5	7	4	3	7	5	7	5	4	2	57
Auto Theft	2	2	1	1	4	1	0	4	4	4	1	0	24
Bike Found	2	0	1	9	9	18	17	11	13	7	6	6	99
Bike Theft	0	0	1	3	5	6	7	4	9	5	2	3	45
Burglary	4	4	5	7	4	6	11	9	2	8	4	5	69
Bus Violation	0	1	10	5	8	1	1	1	9	8	5	4	53
Check Forgery	2	0	0	0	0	2	6	3	0	0	0	1	14
Check Fraud	0	3	5	4	1	1	0	1	0	0	2	0	17
Civil Matters	7	13	15	8	15	11	15	11	6	14	11	9	135
Criminal Sex	0	5	3	5	1	0	0	4	2	0	1	3	24
Damage to Prp	8	7	10	17	20	22	33	20	18	33	9	5	202
Deliver Emerg.Msg	0	1	0	0	0	0	2	0	1	0	1	0	5
Domestics	5	5	10	9	7	13	11	9	13	10	8	4	104
Drug Recogn Expert	0	0	1	0	0	0	3	0	0	0	0	3	7
Drugs/Narcotics	0	4	0	2	3	2	0	0	2	1	6	0	20
Ambulance	0	3	0	0	0	0	2	1	0	1	0	0	7
Family Matters	2	7	11	8	4	7	8	7	7	5	11	7	84
Fire Alarm	1	1	0	2	1	0	1	0	0	0	0	0	6
Gas Meal Assist	5	3	1	1	1	5	3	4	2	2	2	4	33
Gun Permits	9	11	11	8	6	6	7	5	10	5	5	6	89
Harassment	16	15	18	16	23	10	16	23	15	25	14	12	203
Intoxicated/Detox	2	4	1	5	6	3	8	8	8	11	0	6	62
Keys Locked In vehicles	63	52	54	43	43	45	38	56	46	67	54	47	608
Mental Health	1	0	1	2	0	1	1	3	4	5	0	3	21
Fraud	4	6	7	3	0	6	7	6	3	3	5	6	56
Lost Anything	4	3	5	5	10	9	8	7	8	6	3	5	73
Parking Complaints	35	21	17	16	25	19	11	11	8	19	14	12	208
Party Loud Party	7	15	11	25	21	18	9	13	12	15	3	8	157
Pred - Sex Offender	0	2	1	5	6	3	1	2	1	1	1	3	26
Property Found	10	10	4	5	13	15	16	24	25	18	15	18	173
Public Disturbance	9	14	15	18	25	11	17	22	20	26	13	10	200
Pursuit	0	1	0	0	1	0	0	0	0	1	0	0	3
Residence Check	0	1	0	1	0	1	1	0	1	1	1	0	7
Runaway	3	1	4	3	5	4	3	5	4	3	4	1	40
Escort Funeral,other	8	8	3	6	9	10	8	11	17	14	6	6	106
Search Warrant	1	0	1	0	0	0	0	0	0	0	0	1	3
Attempted Suicide	1	1	0	4	1	0	0	0	0	0	0	0	7

Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Suspicious Anything	35	46	52	82	63	95	83	101	77	88	57	54	833
Suspicious Vehicle	7	8	9	10	10	12	8	13	11	14	8	10	120
Tobacco Violation	0	0	3	1	0	0	0	0	1	1	1	2	9
Theft	30	44	37	40	39	56	32	58	53	39	33	60	521
Trains	1	1	0	1	0	1	0	0	0	1	0	0	5
Transport	1	6	0	4	5	2	0	1	3	2	2	2	28
Transport-Juveniles	0	1	0	0	1	0	0	0	0	2	1	1	6
Trespassing	4	4	2	2	3	5	2	3	4	3	1	1	34
Traffic Related Complaints	201	208	281	216	268	282	297	289	268	327	201	234	3072
Unsecured Building	1	1	5	0	1	1	7	6	5	2	1	0	30
Vandalism	0	1	3	4	10	4	5	10	3	12	9	1	62
Violation of OFP	1	3	8	2	4	6	4	5	4	2	2	4	45
Warrant Pickups	13	17	15	22	13	17	26	8	11	9	10	9	170
Welfare Checks	15	12	15	18	7	15	22	14	13	17	15	19	182
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	2	1	1	0	0	0	0	4
Dead Body	1	1	0	0	0	0	0	0	0	0	0	0	2
ERU Activated	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Involved	0	1	2	1	2	1	0	0	0	1	2	1	11

YTD 2011	629	689	776	765	830	885	916	932	862	970	660	695	9609
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	4	0	0	2	0	0	0	0	0	0	2	0	8
Copies of Reports	78	154	138	123	110	97	93	85	94	79	104	132	1287

OFFENSE ACTIVITY BY DAY OF WEEK

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	29	17	23	19	21	38	24
February	33	19	36	31	66	29	22
March	29	40	25	42	35	22	18
April	28	21	12	25	31	35	20
May	25	21	25	29	26	26	15
June	12	14	12	39	58	22	23
July	17	17	26	30	29	21	22
August	23	25	30	26	25	45	39
September	30	28	14	30	36	21	37
October	23	26	23	32	23	57	37
November	10	23	24	29	23	38	24
December	17	15	19	33	51	34	19

YTD 2011	276	266	269	365	424	388	300
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DETECTIVE / INVESTIGATIONS ACTIVITIES

Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
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Felonies	12	15	20	25	19	26	17	26	21	21	19	17	238
Gross Misdemeanors	4	0	6	4	8	2	5	5	7	4	1	0	46
Misdemeanors	16	44	16	23	19	22	13	20	25	38	21	16	273
Petty Misdemeanors	1	0	0	1	0	0	0	0	0	0	0	0	2

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2012 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	159	2	157	107	68%	126	19
February	189	0	189	142	75%	114	28
March	198	2	196	142	72%	129	13
April	199	0	199	140	70%	130	10
May	155	2	153	80	52%	76	4
June	147	0	147	102	69%	82	20
July	172	3	169	119	70%	110	9
August	201	0	201	142	71%	128	14
September	193	1	192	118	61%	96	22
October	248	0	248	151	61%	124	27
November	206	1	207	137	66%	102	35
December	165	0	165	120	73%	103	17
YTD 2012	2232	11	2223	1500	67%	1320	218

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	743	535
February	796	531
March	876	606
April	873	586
May	988	658
June	927	628
July	913	558
August	946	673
September	870	597
October	1091	847
November	871	577
December	865	692
YTD 2012	10759	7488

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	7	7	6	8	7	7	8	2	11	8	9	10	90
Property Damage	24	27	25	23	26	27	15	22	23	18	17	39	286
Personal Injury	1	0	0	6	5	1	4	5	3	11	4	4	44
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	23	25	23	23	19	19	21	21	18	22	24	34	272
TOTAL 2012	55	59	54	60	57	54	48	50	55	59	54	87	692

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	234	260	288	244	300	244	292	268	208	307	231	191	3067
Parking Tickets	107	77	140	24	5	6	4	3	5	3	196	114	684

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	1	1	1	0	1	2	2	0	1	2	6	1	18
Alarms	14	13	13	17	24	16	22	17	15	25	13	9	198
Alcohol	15	8	19	20	1	5	12	17	9	16	4	11	137
Animal Bite	0	0	2	0	1	0	3	0	2	2	0	1	11
Animal Complaint	44	52	53	81	86	65	63	59	50	73	51	42	719
Assault	6	5	6	8	2	8	7	5	5	8	4	7	71
Assists	30	27	17	20	26	24	31	21	17	25	18	35	291
Attempt to Locate	8	6	2	4	7	4	5	5	2	5	2	3	53
Auto Theft	3	0	1	0	1	1	0	1	1	0	2	2	12
Bike Found	5	0	5	9	12	12	13	11	14	12	7	1	101
Bike Theft	1	0	2	3	5	2	7	9	4	1	1	0	35
Burglary	2	4	5	16	19	11	6	13	19	22	11	1	129
Bus Violation	9	2	8	4	4	1	1	4	6	14	7	4	64
Check Forgery	3	1	0	0	1	0	0	1	0	1	1	1	9
Check Fraud	2	1	1	1	1	0	1	2	1	0	0	3	13
Civil Matters	4	11	15	2	7	9	14	14	4	9	4	8	101
Criminal Sex	0	0	0	3	2	1	0	0	4	0	1	0	11
Damage to Prp	7	14	13	16	11	12	14	17	16	27	15	17	179
Deliver Emerg.Msg	1	2	0	0	1	0	1	2	1	0	0	0	8
Domestics	12	11	6	11	6	14	12	7	13	14	6	4	116
Drug Recogn Expert	0	0	0	0	0	0	0	0	1	0	0	0	1
Drugs/Narcotics	0	2	1	0	1	0	1	0	2	3	2	0	12
Ambulance	2	1	0	1	0	1	2	0	0	2	0	0	9
Family Matters	7	6	6	7	4	2	6	5	2	8	6	6	65
Fire Alarm	0	0	0	0	0	0	1	0	0	2	1	0	4
Gas Meal Assist	0	2	1	3	5	3	2	1	0	0	0	3	20
Gun Permits	7	13	13	11	9	10	16	5	14	12	19	22	151
Harassment	12	8	21	20	17	12	12	15	15	14	17	16	179
Intoxicated/Detox	3	4	7	4	4	4	3	2	4	2	3	1	41
Keys Locked In vehicles	55	36	39	46	38	42	28	38	43	57	38	50	510
Mental Health	1	4	1	5	1	3	0	2	3	0	2	2	24
Fraud	6	2	3	2	3	0	5	5	4	7	3	4	44
Lost Anything	3	2	4	11	8	5	5	12	10	7	1	7	75
Parking Complaints	7	14	16	11	20	15	7	7	13	0	8	34	152
Party Loud Party	9	11	12	17	19	12	8	11	16	18	11	7	151
Pred - Sex Offender	2	2	2	1	1	5	2	3	4	0	1	0	23
Property Found	14	12	11	15	11	19	14	17	23	20	10	5	171
Public Disturbance	4	16	11	13	13	19	12	16	22	12	16	11	165
Pursuit	0	1	0	0	0	0	0	0	1	0	1	0	3
Residence Check	1	0	0	2	1	1	1	0	3	3	2	3	17
Runaway	5	5	4	8	6	2	1	2	5	7	3	5	53
Escort Funeral,other	6	12	10	0	2	12	6	13	5	11	8	10	95
Search Warrant	0	1	0	2	0	2	1	1	0	0	1	1	9

Attempted Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Suspicious Anything	38	56	65	55	82	85	76	84	79	100	98	77	895
Suspicious Vehicle	5	4	3	8	9	15	10	8	13	19	14	11	119
Tobacco Violation	3	3	1	3	1	1	0	0	2	1	0	3	18
Theft	25	34	36	25	24	26	31	31	32	45	49	35	393
Trains	0	0	3	1	7	1	0	0	1	0	1	0	14
Transport	2	5	0	3	2	3	6	1	4	6	1	8	41
Transport-Juveniles	1	1	1	0	0	1	0	0	2	1	0	0	7
Trespassing	9	8	3	7	1	3	5	6	8	7	5	8	70
Traffic Related Complaints	230	252	296	237	336	305	324	305	219	298	245	222	3269
Unsecured Building	0	1	1	6	3	5	3	4	2	3	1	0	29
Vandalism	3	1	8	9	8	5	4	3	4	4	6	5	60
Violation of OFP	2	0	2	0	1	3	0	1	0	2	2	2	15
Warrant Pickups	7	11	14	11	12	14	7	9	2	17	17	17	138
Welfare Checks	18	15	13	19	12	8	16	17	15	16	26	24	199
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	1	0	0	0	0	0	0	0	0	0	1
Dead Body	0	0	0	0	0	0	0	0	0	0	0	1	1
ERU Activated	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Involved	0	1	1	3	0	1	0	2	5	3	0	1	17

YTD 2012	654	704	779	781	879	832	829	831	762	963	771	751	9536
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	0	0	2	2	2	4	2	2	2	0	0	0	16
Copies of Reports	104	137	98	89	86	102	90	84	148	129	98	110	1275

OFFENSE ACTIVITY BY DAY OF WEEK

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	20	23	15	20	42	21	18
February	20	20	50	22	27	34	16
March	31	18	17	34	40	33	25
April	42	28	14	33	33	27	22
May	30	30	19	29	18	10	19
June	13	24	20	24	31	21	14
July	32	16	19	27	22	37	19
August	17	23	25	27	36	41	32
September	23	20	27	29	38	32	24
October	44	36	34	31	26	43	34
November	19	23	22	32	57	22	31
December	23	18	14	28	29	20	33

YTD 2012	314	279	276	336	399	341	287
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DETECTIVE / INVESTIGATIONS ACTIVITIES

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	12	14	17	30	35	26	13	25	36	28	19	36	291
Gross Misdemeanors	2	0	6	5	2	4	4	8	4	4	6	4	49
Misdemeanors	6	21	19	15	17	13	22	9	13	30	15	13	193
Petty Misdemeanors	0	0	0	0	0	0	0	0	0	0	0	0	0

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2013 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests for all Offenses Except Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	204	1	203	157	77%	132	25
February	116	0	116	81	70%	70	11
March	179	1	178	135	76%	117	18
April	155	0	155	122	79%	102	22
May	204	0	204	145	71%	127	18
June	156	1	155	105	68%	96	9
July	163	3	160	112	70%	109	3
August	185	0	185	67	36%	61	6
September	211	0	211	142	67%	134	8
October	193	0	193	139	72%	127	12
November	141	1	140	104	74%	98	6
December	178	0	178	129	72%	121	8
YTD 2013	2085	7	2078	1438	69%	1294	146

Averages for all Activities (Calls for Service)

	#Calls Total	Time in Hrs Spent
January	886	572
February	747	427
March	896	711
April	884	608
May	1009	721
June	1018	748
July	1052	640
August	1022	696
September	1001	609
October	1104	724
November	942	647
December	884	603
YTD 2013	11445	7706

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	8	8	11	7	7	7	7	8	8	7	0	5	83
Property Damage	30	18	31	29	18	28	24	21	32	28	31	46	336
Personal Injury	2	4	3	3	2	2	7	4	4	5	4	4	44
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	28	23	31	33	16	30	20	15	22	24	18	26	286
TOTAL 2013	68	53	76	72	43	67	58	48	66	64	53	81	749

CITATIONS	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	285	276	219	246	380	332	391	312	316	394	358	257	3766
Parking Tickets	98	84	60	5	16	4	17	3	8	12	89	131	527

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	1	2	2	1	5	0	3	0	2	5	4	0	25
Alarms	15	14	19	17	18	18	15	21	27	24	18	19	225
Alcohol	15	7	14	8	13	6	9	13	9	17	11	11	133
Animal Bite	0	0	0	1	0	6	1	1	0	2	3	1	15
Animal Complaint	39	22	47	31	58	52	65	57	61	52	41	44	569
Assault	12	4	9	5	7	11	12	7	9	6	6	8	96
Assists	31	17	25	34	18	23	24	23	17	20	26	24	282
Attempt to Locate	0	6	2	2	6	6	6	3	6	4	3	2	46
Auto Theft	3	0	0	2	3	2	5	1	0	0	0	2	18
Bike Found	2	1	0	1	3	7	7	16	19	11	6	2	75
Bike Theft	0	0	0	0	3	2	3	7	15	1	1	1	33
Burglary	4	6	2	3	10	5	6	10	5	11	4	6	72
Bus Violation	8	8	6	3	2	0	0	4	5	7	13	7	63
Check Forgery	0	1	0	0	1	0	0	0	3	3	1	0	9
Check Fraud	2	0	2	0	4	1	0	0	1	2	2	4	18
Civil Matters	7	4	6	9	18	9	10	2	14	17	5	5	106
Criminal Sex	2	1	1	0	1	0	1	0	1	0	1	2	10
Damage to Prp	9	14	6	10	12	19	13	10	13	6	4	3	119
Deliver Emerg.Msg	1	2	0	1	1	0	2	0	0	0	0	0	7
Domestics	11	7	11	15	14	13	5	9	5	14	10	14	128
Drug Recogn Expert	0	0	0	0	2	0	0	1	0	0	0	0	3
Drugs/Narcotics	1	4	1	3	0	3	0	4	3	0	2	3	24
Ambulance	0	1	0	1	0	0	0	2	0	0	0	2	6
Family Matters	11	3	8	6	15	8	9	5	4	4	8	5	86
Fire Alarm	1	0	0	0	0	0	1	1	0	0	0	1	4
Gas Meal Assist	0	1	4	3	1	2	4	0	0	0	0	0	15
Gun Permits	30	18	18	18	12	8	0	5	6	15	7	12	149
Harassment	9	9	16	19	15	17	11	11	11	18	17	13	166
Intoxicated/Detox	2	3	4	1	6	7	4	9	4	2	2	2	46
Keys Locked In vehicles	32	42	45	48	44	42	35	40	38	44	53	73	536
Mental Health	3	2	0	0	2	7	1	3	2	3	4	1	28
Fraud	2	5	1	4	10	4	1	0	0	1	3	5	36
Lost Anything	6	4	6	5	9	7	8	6	4	5	9	2	71
Parking Complaints	26	17	17	10	11	14	16	14	17	21	7	19	189
Party Loud Party	13	7	18	7	13	8	5	13	7	7	5	5	108
Pred - Sex Offender	1	1	2	0	0	0	1	0	0	1	0	0	6
Property Found	12	9	14	10	15	15	17	13	9	12	12	9	147
Public Disturbance	15	5	22	23	18	21	17	18	17	11	6	8	181
Pursuit	0	0	0	0	0	2	0	0	0	0	0	0	2
Residence Check	0	0	2	0	1	1	1	1	0	0	0	1	7
Runaway	1	0	2	1	4	0	1	5	1	2	5	0	22
Escort Funeral,other	9	5	7	11	7	7	10	7	10	13	13	4	103
Search Warrant	0	0	0	0	0	1	0	1	0	1	0	0	3

Suspicious Anything	62	41	84	67	76	84	88	82	78	85	52	50	849
Suspicious Vehicle	4	7	7	7	6	15	4	14	7	12	10	5	98
Tobacco Violation	4	2	2	1	1	3	0	0	2	1	0	1	17
Theft	32	17	37	38	39	36	46	50	29	42	36	33	435
Trains	0	0	0	1	0	0	0	0	0	1	2	0	4
Transport	4	3	3	7	5	2	9	2	4	7	5	3	54
Transport-Juveniles	0	3	1	0	3	1	0	0	2	1	0	3	14
Trespassing	5	5	9	9	10	14	3	7	6	9	1	9	87
Traffic Related Complaints	291	313	268	305	361	360	428	378	360	429	395	284	4172
Unsecured Building	0	2	1	3	3	3	5	1	1	2	0	1	22
Vandalism	3	8	2	3	5	4	4	7	9	0	2	4	51
Violation of OFP	3	0	3	2	3	2	3	2	8	1	2	3	32
Warrant Pickups	18	18	18	12	13	20	18	16	17	18	13	18	199
Welfare Checks	21	9	13	28	13	18	17	18	17	16	24	17	211
Welfare Fraud	0	0	0	0	0	0	0	1	0	0	0	1	2
Weather Activity	0	1	0	2	0	1	0	0	0	0	0	0	4
Dead Body	2	0	0	1	2	1	2	1	0	1	2	2	14
ERU Activated	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Involved	0	2	0	0	0	1	0	0	1	0	0	4	8

YTD 2013	785	683	787	799	922	919	956	922	886	987	856	758	10260
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MISCELLANEOUS ACTIVITY	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Criminal Histories Run	0	2	0	2	4	4	1	2	0	2	2	0	19
Copies of Reports	89	98	101	83	92	98	110	85	79	86	78	92	1091

OFFENSE ACTIVITY BY DAY OF WEEK

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January	30	34	30	26	29	34	21
February	7	19	22	18	29	15	6
March	19	21	18	31	34	34	22
April	26	21	18	17	18	32	23
May	25	22	25	43	30	24	35
June	19	22	17	26	24	24	24
July	25	24	34	23	17	24	16
August	21	21	19	37	27	27	33
September	29	24	38	37	18	23	42
October	24	26	23	27	40	24	29
November	15	14	19	13	30	36	14
December	18	31	13	36	30	28	22

YTD 2013	258	279	276	334	326	325	287
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DETECTIVE / INVESTIGATIONS ACTIVITIES

	Jan.	Feb.	March	April	May	June	July	August	Sept	Oct.	Nov.	Dec.	YTD
Felonies	12	11	18	8	20	11	11	12	6	11	11	10	141
Gross Misdemeanors	4	3	3	4	6	2	5	0	3	0	3	4	37
Misdemeanors	9	4	15	17	10	12	15	11	1	3	9	8	114
Petty Misdemeanors	0	0	1	0	0	0	0	0	0	0	0	0	1

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2014 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests/Exclude Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	132	0	132			89	13
February	171	1	170			125	8
March	187	0	187			146	12
April	145	0	145			82	6
May	180	0	180			113	16
June	112	0	112			77	6
July	195	1	194			111	9
August	228	1	227			140	8
September	222	0	222			147	7
October	226	1	225	110	51%	97	13
November	198	0	198	102	51%	95	7
December	184	0	184	146	80%	136	10

YTD 2014	2180	4	2176	358	16%	1358	115
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	853	544
February	782	526
March	911	625
April	744	536
May	1040	698
June	844	584
July	1012	976
August	1091	684
September	1045	667
October	1098	715
November	971	789
December	944	935
YTD 2014	11335	8279

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	3	12	14	7	9	5	3	8	6	9	10	6	92
Property Damage	32	33	28	22	22	14	24	25	24	33	41	24	322
Personal Injury	2	1	5	2	1	2	4	3	3	8	2	2	35
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Submitted to State	21	29	20	21	11	15	17	20	19	26	22	22	243
TOTAL 2014	58	75	67	52	43	36	48	56	52	76	75	54	692

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	313	301	322	179	300	197	321	145	150	153	183	153	2717
Parking Tickets	85	51	113	9	1	1	4	0	10	10	91	10	385

Activities (Calls For Service) *High Hours Expended	Jan.	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Abandoned	1	1	1	1	0	2	2	1	0	0	0	2	11
Alarms	6	15	18	9	20	7	12	14	19	12	9	6	147
Alcohol	14	18	14	11	11	7	7	11	9	11	5	9	127
Animal Bite	0	2	0	3	3	3	2	2	1	2	1	1	20
Animal Complaint	25	16	35	38	42	59	56	62	61	61	44	34	533
Assault	4	6	9	6	7	10	12	16	10	5	7	7	99
Assists	25	15	24	14	37	29	37	34	48	50	50	47	410
Attempt to Locate	0	1	3	3	2	4	0	7	1	6	3	3	33
Auto Theft	1	1	0	0	3	0	1	1	3	1	2	1	14
Bike Found	0	1	4	5	7	12	15	12	20	9	3	2	90
Bike Theft	0	0	0	3	5	0	9	12	5	7	2	0	43
Burglary	3	4	0	4	4	2	11	7	5	8	9	1	58
Bus Violation	6	4	7	8	3	0	4	4	9	8	5	5	63
Check Forgery	1	0	1	1	2	0	0	1	0	0	3	0	9
Check Fraud	0	1	1	1	0	1	1	1	0	6	1	4	17
Civil Matters	7	6	5	9	4	11	9	17	15	5	9	7	104
Criminal Sex	1	5	0	9	1	2	1	2	1	2	2	0	26
Damage to Prp	8	6	10	0	16	10	23	8	18	10	7	6	122
Deliver Emerg.Msg	1	0	0	0	0	2	0	0	0	0	1	0	4
Domestics	4	10	8	9	10	11	9	8	8	9	10	9	105
Drug Recogn Expert	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs/Narcotics	1	0	0	2	3	0	1	1	2	2	0	5	17
Ambulance	0	0	1	1	2	0	0	0	0	1	2	0	7

Family Matters	8	8	7	8	9	5	7	11	7	7	8	6	91
Fire Alarm	0	1	1	0	0	0	1	0	0	1	0	0	4
Gas Meal Assist	4	4	2	1	2	0	1	0	4	1	2	3	24
Gun Permits	6	12	27	12	9	12	3	11	10	12	10	16	140
Harassment	11	9	11	11	17	13	12	12	13	15	13	12	149
Intoxicated/Detox	3	1	1	2	2	3	3	2	4	3	3	0	27
Keys Locked In vehicles	49	38	40	43	52	39	42	43	48	57	72	58	581
Mental Health	4	5	5	5	5	0	6	1	5	4	5	2	47
Fraud	1	4	6	11	0	3	7	5	6	10	8	3	64
Lost Anything	4	4	7	7	11	8	11	11	6	8	9	7	93
Parking Complaints	20	15	22	12	4	11	13	15	25	19	110	64	330
Party Loud Party	8	8	3	9	11	4	2	4	9	11	9	9	87
Pred - Sex Offender	0	0	0	4	3	1	1	3	2	0	1	0	15
Property Found	7	6	15	6	15	12	19	16	18	12	9	11	146
Public Disturbance	11	12	20	8	11	23	24	17	18	20	5	23	192
Pursuit	1	1	0	0	0	0	0	0	0	0	0	0	2
Residence Check	1	0	0	1	2	0	0	0	0	1	0	0	5
Runaway	1	1	1	2	2	4	3	1	0	0	2	3	20
Escort Funeral,other	9	9	12	6	10	11	19	16	10	12	15	14	143
Search Warrant	1	1	0	0	1	0	1	1	0	1	0	2	8
Suspicious Anything	47	37	52	49	80	67	85	83	64	77	50	66	757
Suspicious Vehicle	4	8	16	4	15	10	9	3	6	4	7	4	90
Tobacco Violation	0	0	0	1	0	0	0	0	2	1	0	0	4
Theft	26	26	26	36	44	31	32	33	42	57	26	28	407
Trains	1	0	7	2	2	0	1	1	0	1	0	1	16
Transport	2	3	4	4	3	2	4	9	9	14	9	9	72
Transport-Juveniles	1	0	1	0	0	0	0	0	0	0	0	0	2
Trespassing	4	5	12	5	10	7	7	12	10	3	8	3	86
Traffic Related Complaints	347	318	332	205	329	262	365	417	345	364	254	289	3827
Unsecured Building	0	0	2	3	0	1	1	1	0	3	0	2	13
Vandalism	6	1	3	1	36	5	9	12	1	3	5	0	82
Violation of OFP	2	4	3	0	1	0	2	4	4	1	4	6	31
Warrant Pickups	17	12	15	13	18	20	11	16	11	12	13	20	178
Welfare Checks	23	20	18	20	26	20	17	14	21	28	17	33	257
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	2	0	0	0	0	2	0	0	0	0	0	0	4
Dead Body	2	1	0	2	0	0	1	0	1	2	2	3	14
ERU Activated	0	0	0	0	0	0	0	0	0	1	0	0	1
Weapons Involved	0	2	1	0	1	1	2	2	0	0	0	0	9
YTD 2014	741	688	813	630	913	749	933	997	936	980	851	846	10077

MISCELLANEOUS ACTIVITY	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Criminal Histories Run	3	0	0	0	0	0	0	0	0	0	0	2	5
Copies of Reports	78	89	102	92	87	81	83	76	104	81	95	89	1057

OFFENSE ACTIVITY BY DAY OF WEEK

	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	7	5	36	22	28	19	15
February	12	19	29	10	36	39	26
March	20	19	26	26	34	28	34
April	10	19	28	19	28	17	24
May	20	24	23	24	44	27	18
June	21	10	18	22	13	7	21
July	33	25	32	33	26	23	23
August	27	21	25	29	46	49	31
September	32	31	24	27	44	26	38
October	26	30	32	45	35	36	22
November	19	25	23	25	32	31	43
December	20	24	18	18	39	38	27

YTD 2014	247	252	314	300	405	340	322
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DETECTIVE / INVESTIGATIONS ACTIVITIES

	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Felonies	6	9	7	15	15	7	23	16	16	22	23	4	163
Gross Misdemeanors	3	5	5	8	10	4	5	5	10	16	16	6	93
Misdemeanors	12	6	10	7	22	15	12	16	14	23	12	10	159
Petty Misdemeanors	0	0	3	0	0	0	0	0	0	0	0	0	3

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending December 2015 (YTD TOTALS)

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual			Total Arrests/Exclude Traffic	
	Reported	Unfounded	Offenses	Cleared	Percent	Adult Arrests	Juvenile Arrests
January	146	0	146	88	60%	85	3
February	158	0	158	120	80%	114	6
March	157	0	157	105	70%	86	19
April	176	1	175	108	60%	92	16
May	184	0	184	135	70%	123	12
June	159	0	159	91	60%	82	9
July	148	0	148	95	60%	91	4
August	164	1	163	97	60%	92	5
September	143	0	143	81	60%	71	10
October	162	0	162	118	73%	102	16
November	139	0	139	87	60%	86	1
December	125	0	125	81	60%	60	21

YTD 2015	1861	2	1859	1206	65%	1084	122
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	866	638
February	835	609
March	940	612
April	899	632
May	897	602
June	1069	553
July	977	650
August	882	609
September	963	579
October	967	636
November	859	588
December	918	498
YTD 2015	11072	7206

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.	Nov.	Dec.	YTD
Hit and Run	7	7	8	9	7	10	4	2	12	7	7	9	89
Property Damage	21	29	20	19	27	24	19	30	19	22	35	29	294
Personal Injury	1	1	1	2	3	3	1	2	2	13	0	2	31
Fatalities	0	0	0	0	1	1	0	0	0	0	0	0	2
Submitted to State	10	13	19	11	15	16	8	16	19	22	15	20	184
TOTAL 2015	39	50	48	41	53	54	32	50	52	64	57	60	600

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Citations/Warnings	79	100	93	110	109	134	97	75	85	86	59	79	1106
Parking Tickets	77	37	34	2	0	15	0	1	13	10	37	73	299

Activities (Calls For Service) *High Hours Expended	Jan.	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Alarms	14	9	11	0	16	13	27	19	25	18	19	19	190
Alcohol	4	11	4	7	6	8	5	6	4	7	8	4	74
Animal Bite	0	0	0	2	1	1	4	1	2	1	0	2	14
Animal Complaint	40	25	42	53	52	69	66	50	63	49	37	49	595
Assault	4	5	7	4	6	6	6	12	6	7	5	2	70
Assists	46	30	37	52	48	71	48	48	54	54	47	37	572
Auto Theft	1	0	0	2	3	3	3	3	0	1	0	0	16
Bike Found	3	2	3	3	12	11	11	8	5	9	10	3	80
Bike Theft	0	1	3	1	7	13	8	2	5	4	2	1	47
Burglary	1	1	4	3	5	4	5	5	1	4	2	9	44
Bus Violation	7	13	3	7	5	1	1	2	10	9	1	3	62
Check Forgery	1	0	1	2	4	1	0	0	1	0	0	1	11
Check Fraud	0	0	1	2	2	1	0	6	1	0	0	0	13
Civil Matters	7	2	8	13	4	10	8	10	7	8	10	9	96
Criminal Sex	1	0	2	1	0	1	1	1	1	4	1	1	14
Damage to Prp	10	2	8	14	12	7	13	9	17	8	5	15	120
Death Investigation	0	0	0	0	0	2	0	1	0	1	1	1	6
Domestics	18	20	6	9	13	10	4	15	7	9	8	7	126
Drug Court Check	0	0	0	0	0	0	2	0	0	0	3	19	24
Drugs/Narcotics	0	1	1	4	2	0	0	1	5	0	1	2	17
Ambulance	1	0	1	1	0	0	0	2	0	0	2	1	8
Family Matters	6	4	8	8	15	6	10	1	1	3	9	5	76
Fire Alarm	0	2	0	0	0	0	0	2	0	0	0	0	4
Gas Meal Assist	0	1	4	4	1	1	4	2	3	3	1	1	25
Gun Permits	15	12	16	12	7	11	8	4	8	15	12	23	143
Harassment	7	17	15	23	10	7	10	5	13	13	13	4	137
Intoxicated/Detox	1	0	1	2	1	2	2	6	6	8	3	2	34
Keys Locked In vehicles	38	60	56	40	43	33	39	37	47	44	50	52	539
Mental Health	0	1	4	1	3	1	2	3	1	2	3	6	27
Fraud	3	5	3	8	5	4	5	2	2	3	5	5	50
Parking Complaints	85	56	37	31	9	17	15	16	27	18	41	91	443
Party Loud Party	6	7	9	8	7	7	10	9	6	3	8	5	85
Pred - Sex Offender	0	1	16	1	0	3	1	1	1	3	3	0	30
Property Found	3	11	14	15	11	12	8	20	16	16	8	12	146
Public Disturbance	9	14	0	11	15	9	13	18	14	18	11	6	138

Pursuit	0	0	0	0	0	0	0	0	0	0	0	0	0
Residence Check	1	0	0	0	1	0	0	0	0	1	1	1	5
Runaway	0	0	4	2	3	2	3	0	1	0	0	1	16
Escort Funeral,other	14	11	9	1	7	11	15	11	9	10	11	8	117
Search Warrant	0	2	0	0	0	0	2	0	1	1	1	1	8
Suspicious Anything	70	43	72	72	72	82	80	62	63	75	63	33	787
Suspicious Vehicle	8	4	7	4	7	7	13	11	9	6	9	8	93
Tobacco Violation	0	1	2	1	0	0	0	0	1	0	0	0	5
Theft	25	21	36	36	29	27	33	32	31	32	28	26	356
Trains	2	1	1	2	0	0	1	1	0	0	1	1	10
Transport (Marshall PD etc)	9	7	12	0	6	4	10	6	6	1	2	8	71
Transport-Juveniles	0	0	0	0	0	0	0	0	0	0	0	0	0
Trespassing	2	0	6	11	9	2	4	3	5	0	1	3	46
Traffic Related Complaints	251	269	308	240	286	417	305	247	271	272	231	266	3363
Unsecured Building	2	1	0	2	1	2	1	0	1	5	2	1	18
Vandalism	4	1	5	6	2	5	5	4	6	8	4	2	52
Violation of OFP	3	1	1	3	4	2	6	0	4	4	1	1	30
Warrant Pickups	15	12	12	9	14	14	12	15	17	8	20	13	161
Welfare Checks	16	16	13	26	16	18	17	16	22	21	28	18	227
Welfare Fraud	0	0	0	0	0	0	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	1	1	0	2	0	0	0	0	4
Dead Body	2	1	2	2	0	0	0	0	0	0	0	1	8
ERU Activated	1	0	0	0	0	0	0	0	0	0	0	0	1
Weapons Involved	0	1	0	0	0	0	0	0	1	0	1	0	3
YTD 2015	756	705	815	761	783	939	846	737	807	786	733	789	9457

MISCELLANEOUS ACTIVITY	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Criminal Histories Run	0	0	2	0	0	0	4	4	5	2	5	2	24
Copies of Reports	105	133	96	87	78	102	132	118	82	75	98	118	1224

OFFENSE ACTIVITY BY DAY OF WEEK

	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	14	17	27	20	22	32	14
February	16	24	27	19	35	25	12
March	28	25	16	16	19	28	25
April	28	13	26	24	26	37	22
May	23	21	23	37	24	21	35
June	25	34	18	22	29	23	8
July	19	12	18	29	26	22	22
August	24	15	19	29	23	31	23
September	14	30	21	20	22	18	18
October	12	18	22	26	43	28	13
November	17	20	15	16	20	16	35
December	15	15	26	10	16	23	20

YTD 2015	235	244	258	268	305	304	247
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DETECTIVE / INVESTIGATIONS ACTIVITIES

	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.	Nov.	Dec.	YTD
Felonies	12	13	12	15	19	10	19	17	10	16	11	14	168
Gross Misdemeanors	5	11	6	11	5	3	3	14	21	8	5	4	96
Misdemeanors	8	4	15	17	8	16	20	19	13	9	16	19	164
Petty Misdemeanors	0	0	0	0	0	0	0	0	0	0	0	0	0

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year en

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual		Percent	T
	Reported	Unfounded	Offenses	Cleared		
January	130	0	130	97	70%	9
February	127	0	127	90	71%	8
March	139	0	139	97	70%	9
April	157	1	158	108	68%	10
May	143	0	143	101	70%	8
June	142	0	142	88	60%	7
July	118	0	118	77	70%	6
August	106	0	106	65	60%	5
September	149	0	149	96	60%	9
October	150	0	150	105	70%	9
November	111	0	111	72	60%	6
December	134	0	134	91	70%	8

YTD 2016	1606	1	1607	1087	68%	99
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	891	498
February	809	422
March	844	503
April	827	535
May	932	609
June	874	689
July	901	663
August	926	562
September	928	589
October	865	598
November	851	642
December	864	630
YTD 2016	10512	6940

Accidents	Jan.	Feb.	Mar.	April	May	June	July
Hit and Run	4	2	8	7	5	8	9
Property Damage	43	24	29	30	29	22	16
Personal Injury	2	1	6	1	1	2	3
Fatalities	0	0	0	0	0	0	0
Submitted to State	20	11	11	18	23	19	13
TOTAL 2016	69	38	54	56	58	51	41

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July
Citations/Warnings	69	62	62	79	78	58	62
Parking Tickets	77	54	21	1	4	5	9

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	Mar	Apr	May	June	July
Alarms	21	19	17	16	17	24	20
Alcohol	5	10	3	5	3	4	4

Animal Bite	1	1	2	2	4	4	3
Animal Complaint	28	25	28	44	45	60	51
Assault	4	2	6	5	5	4	6
Assists	44	45	41	38	60	54	61
Auto Theft	0	2	1	1	1	2	2
Bike Found	3	0	2	3	7	12	11
Bike Theft	0	0	0	0	4	2	2
Burglary	8	2	4	4	6	14	8
Bus Violation	8	4	8	11	1	1	1
Check Forgery	0	2	0	0	0	1	0
Check Fraud	1	0	1	1	0	0	0
Civil Matters	6	11	10	9	5	7	3
Criminal Sex	1	0	1	2	0	1	2
Damage to Prp	3	7	3	13	9	11	14
Death Investigation	1	0	0	0	0	3	2
Domestics	8	9	12	14	16	6	13
Drug Court Check	5	21	31	0	0	0	1
Drugs/Narcotics	2	3	1	1	3	1	1
Ambulance	2	0	2	0	2	2	1
Family Matters	5	2	3	3	0	2	1
Fire Alarm	1	0	1	0	0	1	0
Gas Meal Assist	1	1	1	2	6	3	5
Gun Permits	14	17	20	12	9	19	12
Harassment	5	3	7	4	9	18	9
Intoxicated/Detox	3	2	2	4	1	8	6
Keys Locked In vehicles	42	37	45	43	45	37	34
Mental Health	0	0	3	3	1	1	0
Fraud	2	10	4	2	4	5	2
Parking Complaints	82	62	32	15	15	20	24
Party Loud Party	5	7	2	8	10	7	1
Pred - Sex Offender	2	1	1	1	0	1	2
Property Found	13	6	13	13	25	23	17
Public Disturbance	4	6	9	17	21	14	15
Pursuit	0	0	0	0	0	0	0
Residence Check	1	1	1	1	0	0	0
Runaway	1	2	0	0	0	0	0
Escort Funeral,other	11	6	4	11	9	13	6
Search Warrant	3	0	0	2	1	1	0
Suspicious Anything	43	44	45	44	59	66	58
Suspicious Vehicle	5	10	14	8	13	14	10
Tobacco Violation	0	0	2	1	3	1	0
Theft	20	20	19	25	24	23	23
Trains	0	1	2	2	0	3	0
Transport (Marshall PD etc)	7	5	6	7	9	4	14
Transport-Juveniles	0	0	0	0	0	0	0
Trespassing	4	0	6	1	4	6	6
Traffic Related Complaints	299	261	241	243	274	204	248
Unsecured Building	4	3	2	1	0	3	5
Vandalism	1	1	0	4	3	1	4
Violation of OFP	1	0	1	1	5	2	5
Warrant Pickups	9	13	12	14	14	10	14
Welfare Checks	18	16	23	21	25	13	19
Welfare Fraud	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	1	0	0
Dead Body	1	0	0	1	0	0	0

ERU Activated	0	0	0	0	1	0	0
Weapons Involved	2	0	2	0	2	0	1
YTD 2016	760	700	696	683	781	736	747

MISCELLANEOUS ACTIVITY	Jan	Feb	Mar	Apr	May	June	July
Criminal Histories Run	2	2	2	2	0	0	0
Copies of Reports	114	109	98	120	92	117	138

OFFENSE ACTIVITY BY DAY OF WEEK							
	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	13	7	23	29	21	22	15
February	7	13	22	13	19	32	21
March	29	20	23	16	25	15	11
April	17	21	22	26	34	19	19
May	24	25	23	13	16	23	19
June	23	8	29	22	15	29	16
July	14	22	15	7	21	19	20
August	20	12	19	12	14	12	17
September	26	20	32	20	22	14	15
October	14	14	24	14	19	29	22
November	11	20	15	22	22	10	11
December	16	23	14	29	15	27	10
YTD 2016	214	205	261	223	243	251	196

DETECTIVE / INVESTIGATIONS ACTIVITIES							
	Jan.	Feb.	Mar	Apr	May	June	July
Felonies	14	6	14	18	14	27	13
Gross Misdemeanors	4	6	10	12	7	6	9
Misdemeanors	19	9	3	18	9	5	11
Petty Misdemeanors	0	0	0	0	0	0	0

ding December 2016 (YTD TOTALS)

Total Arrests/Exclude Traffic	
Arrests	Juvenile Arrests
2	5
7	3
2	5
10	8
8	13
6	12
9	8
8	7
5	4
9	6
1	11
0	11

97	93
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Aug.	Sep	Oct.	Nov.	Dec.	YTD
6	8	5	13	11	86
20	25	23	32	50	343
3	5	6	6	5	41
0	0	0	0	0	0
11	19	17	19	37	218
40	57	51	70	103	688

Aug	Sept	Oct.	Nov.	Dec.	YTD
88	86	67	65	85	861
2	16	4	30	40	263

Aug	Sept	Oct.	Nov.	Dec.	YTD
13	17	19	16	22	221
3	5	9	3	12	66

0	2	2	2	0	23
56	57	53	45	33	525
6	4	8	4	3	57
56	65	40	48	59	611
1	2	1	3	1	17
15	9	5	10	2	79
2	5	3	3	0	21
5	2	3	3	5	64
0	15	7	8	2	66
0	0	3	2	0	8
3	1	0	0	1	8
9	9	4	9	15	97
1	1	5	3	0	17
6	11	12	3	9	101
2	1	1	2	3	15
10	5	10	10	10	123
0	0	0	0	0	58
1	0	0	1	0	14
0	1	0	1	1	12
8	5	2	3	3	37
0	0	0	1	0	4
7	6	0	5	4	41
10	15	20	16	9	173
14	19	7	10	11	116
1	0	7	2	1	37
47	41	42	47	44	504
1	0	3	6	1	19
2	11	9	9	2	62
13	37	16	55	71	442
4	7	3	7	0	61
2	1	1	1	4	17
13	3	13	10	8	157
8	12	10	10	18	144
0	0	0	0	0	0
0	0	0	1	0	5
0	3	1	4	3	14
18	7	10	13	14	122
0	0	0	0	1	8
55	44	58	39	39	594
9	11	9	9	13	125
0	1	1	1	0	10
24	29	30	21	20	278
0	0	1	1	0	10
12	6	4	3	9	86
0	0	0	0	0	0
4	6	6	3	8	54
306	264	257	232	188	3017
1	2	1	1	2	25
4	2	3	0	0	23
3	0	5	1	5	29
20	12	9	18	8	153
20	21	27	11	18	232
0	0	0	0	0	0
0	0	0	0	0	1
0	0	0	0	0	2

0	0	0	0	0	1
1	0	0	0	1	9
796	777	740	716	683	8815

Aug	Sept	Oct	Nov	Dec	YTD
2	0	0	0	0	10
101	132	119	105	142	1387

Aug	Sept	Oct.	Nov.	Dec.	YTD
14	19	14	13	16	182
12	11	15	9	11	112
14	11	8	9	12	128
0	0	0	0	0	0

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year en

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual		Percent	T
	Reported	Unfounded	Offenses	Cleared		
January	154	0	154	108	70%	9
February	161	0	161	107	70%	9
March	142	0	142	93	70%	9
April	162	0	162	113	70%	10
May	143	1	142	82	60%	7
June	105	0	105	71	70%	6
July	112	2	110	79	70%	7
August	117	0	117	78	70%	7
September	127	0	127	81	60%	7
October	171	1	170	101	60%	9
November	179	0	179	124	70%	11
December	146	0	146	103	70%	9

YTD 2017	1719	4	1715	1140	66%	10
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	793	601
February	782	474
March	914	509
April	829	607
May	898	512
June	941	604
July	904	576
August	945	757
September	908	692
October	807	557
November	888	638
December	900	667
YTD 2017	10509	7194

Accidents	Jan.	Feb.	Mar.	April	May	June	July
Hit and Run	10	2	6	8	4	14	3
Property Damage	24	28	28	30	17	20	24
Personal Injury	3	0	2	2	1	5	0
Fatalities	0	0	0	0	0	0	0
Submitted to State	12	8	15	15	12	20	5
TOTAL 2017	49	38	51	55	34	59	32

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July
Citations/Warnings	59	76	63	64	87	66	60
Parking Tickets	57	37	73	1	4	11	8

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	Mar	Apr	May	June	July
Alarms	13	6	16	13	21	24	18
Alcohol	4	5	4	6	3	1	5

Animal Bite	1	0	0	2	4	0	2
Animal Complaint	24	34	30	38	48	57	76
Assault	6	5	8	6	8	5	6
Assists	45	32	57	48	41	50	64
Auto Theft	2	0	0	0	2	1	1
Bike Found	4	5	4	7	2	13	8
Bike Theft	0	0	0	0	1	6	6
Burglary	7	2	8	9	4	1	3
Bus Violation	6	7	10	2	6	1	0
Check Forgery	4	3	1	0	0	0	0
Check Fraud	2	10	4	1	1	2	0
Civil Matters	7	4	4	5	15	12	15
Criminal Sex	2	0	6	2	3	0	4
Damage to Prp	5	4	3	8	16	10	8
Death Investigation	1	0	1	2	1	2	1
Domestics	17	5	6	12	11	11	17
Drug Court Check	0	1	0	0	2	0	0
Drugs/Narcotics	3	1	5	7	5	3	1
Ambulance	0	1	0	0	1	1	1
Family Matters	2	0	5	6	9	0	9
Fire Alarm	0	1	0	1	0	0	1
Gas Meal Assist	0	1	0	1	2	5	1
Gun Permits	7	15	15	9	13	9	3
Harassment	12	8	7	13	14	13	16
Intoxicated/Detox	1	2	2	0	1	0	1
Keys Locked In vehicles	42	49	40	36	39	35	25
Mental Health	0	1	0	1	3	2	5
Fraud	5	5	7	5	5	3	4
Parking Complaints	66	52	90	8	22	19	23
Party Loud Party	6	1	5	16	1	6	5
Pred - Sex Offender	0	1	2	1	1	2	1
Property Found	2	13	10	13	14	10	18
Public Disturbance	14	18	9	12	13	14	10
Pursuit	0	0	0	0	0	0	0
Residence Check	0	0	1	1	1	0	1
Runaway	1	1	0	0	0	0	2
Escort Funeral,other	6	9	8	8	5	13	14
Search Warrant	2	1	1	1	0	1	0
Suspicious Anything	34	36	35	46	42	63	48
Suspicious Vehicle	6	4	9	14	6	5	13
Tobacco Violation	0	1	0	0	0	0	0
Theft	31	23	19	26	25	27	21
Trains	0	0	1	0	0	1	1
Transport (Marshall PD etc)	10	6	3	7	5	1	8
Transport-Juveniles	0	0	0	0	0	0	0
Trespassing	3	2	7	13	6	6	5
Traffic Related Complaints	215	251	283	217	280	287	254
Unsecured Building	7	3	1	2	0	10	0
Vandalism	1	4	0	4	2	2	5
Violation of OFP	8	4	5	4	8	4	1
Warrant Pickups	14	9	8	12	17	14	14
Welfare Checks	21	20	21	19	18	12	27
Welfare Fraud	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	0	0
Dead Body	0	0	0	0	0	0	0

ERU Activated	0	1	0	0	0	0	0
Weapons Involved	2	0	0	1	1	5	0
YTD 2017	671	667	761	665	748	769	772

MISCELLANEOUS ACTIVITY	Jan	Feb	Mar	Apr	May	June	July
Criminal Histories Run	0	0	0	0	0	0	0
Copies of Reports	94	116	98	92	126	114	103

OFFENSE ACTIVITY BY DAY OF WEEK							
	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	16	30	19	21	21	25	22
February	20	38	18	25	19	29	12
March	13	12	16	20	29	28	24
April	20	23	28	23	24	21	23
May	22	26	23	16	28	17	11
June	14	18	12	14	23	9	15
July	25	7	14	15	10	19	22
August	11	12	18	15	18	24	19
September	15	18	14	17	31	16	16
October	21	14	19	6	32	26	53
November	28	25	40	16	26	29	15
December	26	14	19	24	30	18	15
YTD 2017	231	237	240	212	291	261	247

DETECTIVE / INVESTIGATIONS ACTIVITIES							
	Jan.	Feb.	Mar	Apr	May	June	July
Felonies	16	13	20	19	18	12	7
Gross Misdemeanors	11	15	16	19	16	9	2
Misdemeanors	5	4	6	13	8	12	14
Petty Misdemeanors	0	0	0	0	0	0	1

ding December 2017 (YTD TOTALS)

Total Arrests/Exclude Traffic	
Arrests	Juvenile Arrests
5	13
6	11
1	2
01	12
6	6
2	9
6	3
3	5
5	6
5	6
17	7
7	6

54	86
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Aug.	Sep	Oct.	Nov.	Dec.	YTD
7	9	8	12	7	90
24	20	22	23	29	289
4	3	2	0	5	27
0	1	0	0	0	1
14	15	13	8	14	151
49	48	45	43	55	558

Aug	Sept	Oct.	Nov.	Dec.	YTD
72	91	60	84	75	857
0	0	2	66	37	296

Aug	Sept	Oct.	Nov.	Dec.	YTD
14	21	20	17	15	198
6	5	10	6	7	62

1	1	0	1	1	13
63	48	53	44	40	555
12	7	5	8	16	92
50	53	55	63	65	623
0	2	3	0	0	11
10	12	13	11	15	104
3	4	4	2	2	28
3	4	13	4	4	62
0	10	10	16	7	75
0	0	0	2	1	11
0	0	3	5	3	31
15	8	3	8	6	102
0	1	1	1	1	21
7	16	8	6	10	101
0	2	0	2	1	13
12	9	13	9	14	136
0	0	2	2	0	7
4	2	5	6	6	48
1	1	0	2	0	8
3	11	8	2	6	61
1	0	0	1	0	5
4	2	6	3	5	30
12	6	13	10	6	118
11	9	6	6	8	123
2	5	5	2	2	23
50	39	46	36	45	482
6	7	7	1	2	35
4	8	2	6	4	58
15	18	17	60	53	443
5	6	9	3	6	69
5	1	1	1	1	17
19	11	7	8	5	130
19	23	18	9	9	168
1	0	0	0	0	1
0	0	0	1	0	5
0	1	3	0	1	9
10	8	3	4	8	96
1	2	0	0	0	9
48	52	52	47	34	537
8	6	8	12	5	96
0	0	0	0	0	1
26	27	31	21	34	311
2	0	1	0	1	7
10	7	6	5	4	72
0	0	0	0	0	0
5	3	6	6	5	67
286	263	169	257	241	3003
2	0	5	2	0	32
1	2	2	0	1	24
5	4	3	1	2	49
8	16	12	20	13	157
17	17	22	11	22	227
0	0	0	0	0	0
0	0	0	0	0	0
0	2	0	0	0	2

0	0	0	0	0	1
1	1	1	1	1	14
788	763	690	751	738	8783

Aug	Sept	Oct	Nov	Dec	YTD
0	0	0	0	0	0
89	123	118	93	143	1309

Aug	Sept	Oct.	Nov.	Dec.	YTD
11	16	17	16	9	174
6	7	15	20	6	142
9	12	15	9	11	118
0	0	0	0	1	2

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year end

OFFENSE AND ARREST DATA (CJRS)

	Offenses		Actual		Percent	T
	Reported	Unfounded	Offenses	Cleared		
January	148	0	148	106	70%	10
February	134	0	134	91	70%	8
March	144	0	144	101	70%	8
April	144	1	143	96	70%	8
May	161	0	161	119	70%	11
June	113	0	113	91	80%	8
July	138	0	138	90	70%	8
August	183	1	182	114	60%	11
September	122	0	122	89	70%	8
October	139	0	139	92	70%	8
November	132	0	132	94	70%	9
December					0%	

YTD 2018	1558	2	1556	1083	70%	10
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	872	661
February	855	587
March	1055	724
April	1047	791
May	968	669
June	836	568
July	911	780
August	1001	727
September	957	644
October	978	812
November	881	579
December		
YTD 2018	10361	7542

Accidents	Jan.	Feb.	Mar.	April	May	June	July
Hit and Run	5	4	5	8	6	4	10
Property Damage	32	42	33	33	20	25	27
Personal Injury	4	2	1	5	2	5	3
Fatalities	0	0	0	0	0	0	0
Submitted to State	21	17	9	19	8	14	10
TOTAL 2018	62	65	48	65	36	48	50

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July
Citations/Warnings	58	79	74	67	63	64	68
Parking Tickets	87	46	53	18	7	11	12

Activities (Calls For Service) *High Hours Expended

	Jan.	Feb	Mar	Apr	May	June	July
Alarms	11	14	16	15	14	15	15
Alcohol	2	6	1	4	5	3	1

Animal Bite	0	0	1	1	4	2	0
Animal Complaint	27	31	23	43	59	61	47
Assault	3	4	5	7	6	5	2
Assists	48	44	58	75	61	40	59
Auto Theft	2	1	2	1	1	0	1
Bike Found	3	1	2	5	7	2	13
Bike Theft	0	1	1	1	1	3	6
Burglary	3	3	1	2	4	3	11
Bus Violation	5	12	14	5	7	1	4
Check Forgery	2	1	1	0	0	0	0
Check Fraud	0	1	2	1	1	2	1
Civil Matters	13	8	19	3	10	20	13
Criminal Sex	6	3	2	4	1	3	1
Damage to Prp	9	5	3	5	8	7	10
Death Investigation	2	3	1	2	0	2	0
Domestics	9	7	12	9	13	9	15
Drug Court Check	0	1	1	1	0	1	1
Drugs/Narcotics	6	3	3	3	0	0	3
Ambulance	0	1	2	0	0	0	0
Family Matters	3	3	1	4	1	5	4
Fire Alarm	0	0	0	1	0	0	0
Gas Meal Assist	1	3	1	3	1	3	12
Gun Permits	6	9	17	6	9	8	9
Harassment	15	10	12	7	13	8	7
Intoxicated/Detox	2	3	0	2	1	2	3
Keys Locked In vehicles	36	38	49	41	29	48	33
Mental Health	3	7	4	7	6	5	1
Fraud	2	2	3	5	6	3	2
Parking Complaints	100	51	65	32	14	23	24
Party Loud Party	4	3	3	7	4	3	4
Pred - Sex Offender	0	0	1	2	2	0	0
Property Found	9	7	7	11	12	16	11
Public Disturbance	10	5	13	13	11	12	5
Pursuit	0	0	0	0	1	0	1
Residence Check	0	1	0	1	0	0	0
Runaway	3	1	0	0	0	0	0
Escort Funeral,other	14	6	9	15	13	9	16
Search Warrant	1	0	1	0	0	0	1
Suspicious Anything	38	39	51	50	58	62	60
Suspicious Vehicle	7	8	5	3	8	4	9
Tobacco Violation	0	1	3	0	0	0	0
Theft	25	29	32	18	39	30	39
Trains	0	0	2	2	1	0	0
Transport (Marshall PD etc)	3	3	4	7	4	1	2
Transport-Juveniles	0	0	0	0	0	0	1
Trespassing	8	8	7	8	8	10	11
Traffic Related Complaints	205	266	320	336	299	227	230
Unsecured Building	0	3	0	5	3	2	2
Vandalism	0	0	2	0	0	1	2
Violation of OFP	4	3	6	1	7	8	5
Warrant Pickups	22	10	11	14	15	14	14
Welfare Checks	23	18	20	28	23	15	23
Welfare Fraud	0	0	0	0	0	0	0
Weather Activity	0	0	0	0	0	0	0
Dead Body	0	0	0	0	0	0	0

ERU Activated	0	1	0	0	1	1	0
Weapons Involved	1	0	1	1	2	0	0
YTD 2018	696	688	820	817	793	699	734

MISCELLANEOUS ACTIVITY	Jan	Feb	Mar	Apr	May	June	July
Criminal Histories Run	0	0	0	0	0	0	0
Copies of Reports	158	94	101	119	124	98	106

OFFENSE ACTIVITY BY DAY OF WEEK							
	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	10	34	37	25	13	10	19
February	17	7	14	15	33	20	28
March	8	11	21	32	26	21	25
April	31	20	23	13	24	15	18
May	14	9	24	27	27	30	30
June	5	20	15	10	23	22	18
July	27	12	29	12	15	17	26
August	20	19	32	27	39	26	20
September	12	16	26	13	17	26	12
October	19	23	29	19	22	17	10
November	12	29	17	17	20	22	15
December							
YTD 2018	175	200	267	210	259	226	221

DETECTIVE / INVESTIGATIONS ACTIVITIES							
	Jan.	Feb.	Mar	Apr	May	June	July
Felonies	0	5	5	20	12	16	21
Gross Misdemeanors	8	27	16	44	19	17	8
Misdemeanors	2	9	19	18	7	6	13
Petty Misdemeanors	0	0	0	0	0	0	0

ding December 2018 (YTD TOTALS)

Total Arrests/Exclude Traffic	
Arrests	Juvenile Arrests
01	5
4	7
7	14
5	11
12	7
7	4
2	8
14	14
7	2
3	9
1	3

13	84
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Aug.	Sep	Oct.	Nov.	Dec.	YTD
15	3	12	3		75
19	23	39	27		320
6	4	3	3		38
0	0	0	0		0
16	8	18	16		156
56	38	72	49	0	589

Aug	Sept	Oct.	Nov.	Dec.	YTD
105	107	63	66		814
5	13	10	53		315

Aug	Sept	Oct.	Nov.	Dec.	YTD
13	23	17	13		166
5	2	3	3		35

1	0	1	0		10
48	44	52	33		468
6	3	4	5		50
69	51	64	55		624
0	4	1	3		16
3	7	7	3		53
0	2	4	1		20
3	5	8	6		49
0	8	13	9		78
3	3	1	0		11
0	2	1	1		12
15	6	13	10		130
4	4	5	0		33
11	7	10	9		84
0	0	1	3		14
8	16	10	13		121
0	0	5	1		11
9	4	4	5		40
1	0	1	0		5
9	8	5	5		48
1	1	2	0		5
2	6	5	2		39
13	7	13	8		105
11	8	8	10		109
3	6	5	4		31
44	30	48	40		436
9	2	11	5		60
4	3	10	5		45
17	30	18	53		427
3	5	9	9		54
1	4	1	1		12
14	22	8	7		124
15	13	20	7		124
0	0	1	0		3
0	0	0	0		2
2	1	2	0		9
7	9	12	8		118
1	2	0	2		8
66	64	56	39		583
14	6	11	3		78
0	0	1	2		7
32	22	23	17		306
0	0	0	0		5
4	0	6	0		34
0	0	0	0		1
15	10	5	5		95
294	306	231	272		2986
0	4	4	0		23
0	0	2	1		8
4	4	0	1		43
24	17	21	23		185
23	18	18	21		230
0	0	0	0		0
0	0	0	0		0
0	0	0	0		0

0	0	0	0		3
0	0	0	0		5
831	799	781	723	0	8381

Aug	Sept	Oct	Nov	Dec	YTD
0	0	0	0		0
137	114	134	153		1338

Aug	Sept	Oct.	Nov.	Dec.	YTD
19	16	15	20		149
11	14	22	41		227
8	7	9	8		106
0	0	0	1		1

MONTHLY REPORT OF ACTIVITY FOR MARSHALL POLICE For Month and Year ending May 2019 (YTD TOTALS)

OFFENSE AND ARREST DATA

	Offenses		Actual	Total Arrests/Excluding traffic	
	Reported	Unfounded	Offenses	Adult	Juvenile
January	105	0	105	71	5
February	133	0	133	49	1
March	122	1	121	34	3
April	103	1	104	30	0
May	115	0	115	32	3
June					
July					
August					
September					
October					
November					
December					

YTD 2019	578	2	578	216	12
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Averages for all Activities (Calls for Service)

	#Calls	Time in Hrs
	Total	Spent
January	762	771
February	793	871
March	833	892
April	814	863
May	884	879
June		
July		
August		
September		
October		
November		
December		
YTD 2019	4086	4276

Accidents	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sep	Oct.
Hit and Run	7	13	13	6	7					
Property Damage	33	54	48	21	25					

Personal Injury	7	6	2	5	5					
Fatalities	0	0	0	0	0					
Submitted to State	16	27	21	14	12					
TOTAL 2019	63	100	84	46	49	0	0	0	0	0

CITATIONS	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.
Citations/Warnings	86	54	43	50	40					
Parking Tickets	27	37	54	6	14					

Activities (Calls For Service) *High Hours Expended	Jan.	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct.
Alarms	18	19	14	13	28					
Alcohol	4	5	3	0	2					
Animal Bite	0	1	4	3	3					
Animal Complaint	33	21	21	45	46					
Assault	1	6	5	2	4					
Assists	59	46	54	56	81					
Auto Theft	0	0	0	0	2					
Bike Found	1	3	0	5	4					
Bike Theft	0	0	1	0	2					
Burglary	2	7	0	3	1					
Bus Violation	3	8	7	0	7					
Check Forgery	0	0	0	0	0					
Check Fraud	0	0	1	2	0					
Civil Matters	0	14	13	12	6					
Criminal Sex	2	1	0	4	2					
Damage to Prp	6	5	4	8	8					
Death Investigation	0	1	0	1	1					
Domestics	13	11	7	8	17					
Drug Court Check	1	0	0	0	0					
Drugs/Narcotics	3	3	3	0	3					
Ambulance	1	0	0	0	3					
Family Matters	3	0	0	2	3					
Fire Alarm	0	0	0	0	0					
Gas Meal Assist	2	3	2	5	3					
Gun Permits	6	12	9	10	10					
Harassment	6	14	7	8	10					
Intoxicated/Detox	1	0	1	4	9					

Keys Locked In vehicles	44	35	35	40	38					
Mental Health	7	12	8	3	4					
Fraud	6	3	4	4	4					
Parking Complaints	45	74	61	16	19					
Party Loud Party	3	5	4	5	8					
Pred - Sex Offender	0	1	1	0	3					
Property Found	4	4	6	13	16					
Public Disturbance	9	6	14	14	14					
Pursuit	0	0	0	0	0					
Residence Check	0	0	0	0	0					
Runaway	0	2	0	1	3					
Escort Funeral,other	7	14	11	4	15					
Search Warrant	0	0	0	1	0					
Suspicious Anything	42	27	34	49	42					
Suspicious Vehicle	6	6	11	14	10					
Tobacco Violation	0	0	2	4	2					
Theft	12	6	13	22	18					
Trains	0	0	2	1	2					
Transport (Marshall PD etc)	0	2	1	1	2					
Transport-Juveniles	0	0	0	0	0					
Trespassing	8	8	7	1	7					
Traffic Related Complaints	212	140	219	243	194					
Unsecured Building	0	3	2	1	1					
Vandalism	1	0	0	0	3					
Violation of OFP	2	4	2	1	3					
Warrant Pickups	13	17	16	13	17					
Welfare Checks	18	18	22	16	21					
Welfare Fraud	0	0	0	0	0					
Weather Activity	0	0	0	0	0					
Dead Body	0	0	0	0	0					
ERU Activated	0	0	0	0	0					
Weapons Involved	0	1	2	1	1					
YTD 2019	604	568	633	659	702	0	0	0	0	0

OFFENSE ACTIVITY BY DAY OF WEEK

	Mon	Tues	Wed	Thur	Fri	Sat	Sun
January	14	14	21	13	19	10	14
February	13	21	19	11	28	12	29
March	18	21	18	13	25	13	14

April	20	16	21	12	12	17	6
May	24	3	18	7	23	22	18
June							
July							
August							
September							
October							
November							
December							

YTD 2019	89	75	97	56	107	74	81
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DETECTIVE / INVESTIGATIONS ACTIVITIES

	Jan.	Feb.	Mar	Apr	May	June	July	Aug	Sept	Oct.
Felonies	15	9	9	26	9					
Gross Misdemeanors	34	18	39	27	19					
Misdemeanors	7	7	5	8	10					
Petty Misdemeanors	0	0	0	0	0					



Nov.	Dec.	YTD
		46
		181

		25
		0
		90
0	0	342

Nov.	Dec.	YTD
		273
		138

Nov.	Dec.	YTD
		92
		14
		11
		166
		18
		296
		2
		13
		3
		13
		25
		0
		3
		45
		9
		31
		3
		56
		1
		12
		4
		8
		0
		15
		47
		45
		15

		192
		34
		21
		215
		25
		5
		43
		57
		0
		0
		6
		51
		1
		194
		47
		8
		71
		5
		6
		0
		31
		1008
		7
		4
		12
		76
		95
		0
		0
		0
		0
		5
0	0	3166

Nov.	Dec.	YTD
		68
		137
		37
		0



BUILDING PERMIT LIST

June 11, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
SWALBOSKI, MICHAEL J & DONNA J	312 WARSAW CIR	NEW BUILDING	150,000.00
MIKE BUYASSE CONSTRUCTION, INC.	1400 PINEHURST RD	RE-ROOFING	8,500.00
Safe Basements of MN	106 HIGH ST S	INTERIOR REMODEL	10,800.00
RICK SLAGEL CONSTRUCTION INC	613 THOMAS AVE W	RE-ROOFING	10,000.00
RICK SLAGEL CONSTRUCTION INC	603 DONITA AVE	EXTERIOR REMODEL	10,000.00
JEFF GLADIS CONSTRUCTION	508 THOMAS AVE W	RE-ROOFING	7,000.00
ANDA CONSTRUCTION COMPANY	801 PEARL AVE	RE-ROOFING	27,000.00
ANDA CONSTRUCTION COMPANY	901 PEARL AVE	RE-ROOFING	27,000.00
RA CHILDREN PROPERTIS LLC	1001 PEARL AVE	RE-ROOFING	27,000.00
CARLA. ROHLIK (HAMMER'S AWAY, INC.)	804 VIKING DR	RE-ROOFING	14,000.00
HAAS, JOHN C & KATHLEEN K	606 THOMAS AVE W	RE-ROOFING	10,000.00
KIRCHNER, STUART & SARAH	603 PARKSIDE DR	INTERIOR REMODEL	6,000.00
GESKE HOME IMPROVEMENT CO.	701 6TH ST N	Windows	1,200.00
GESKE HOME IMPROVEMENT CO.	709 NUESE LN	WINDOWS / DOORS	4,800.00
SOTELO, ISABEL CORTEZ	107 GREELEY ST W	EXTERIOR REMODEL	10,000.00
MIKE BUYASSE CONSTRUCTION, INC.	805 MAIN ST E	DECK	10,000.00
MIKE BUYASSE CONSTRUCTION, INC.	622 DONITA AVE	RE-ROOFING	7,800.00
JAMES LOZINSKI CONSTRUCTION INC.	1405 WESTWOOD DR	RE-ROOFING	7,800.00
Safe Basements of MN	606 KENDALL ST	INTERIOR REMODEL	7,900.00
CHAUNCEY WELVAERT CONSTRUCTION	707 BRIAN ST	RE-ROOFING	8,000.00
MEADOWVIEW CONSTRUCTION	501 COLLEGE DR W	DECK	5,800.00
GLIDDEN, BETHANY M	805 COLOMBINE DR	RE-ROOFING	5,200.00
Straight-up Builders LLC	410 LYON ST E	DOORS	4,200.00
JEFF GLADIS CONSTRUCTION	1403 WESTWOOD DR	RE-ROOFING	11,800.00
BUYASSE ROOFING SYSTEMS & SHEET META	205 SARATOGA ST W	RE-ROOFING	127,500.00
Regnier Electric	408 GENESIS AVE	HVAC	2,600.00
MICHAEL SLAGEL CONSTRUCTION LLC	212 OSLO AVE	DOORS	1,500.00
Larson Building, Inc	400 VILLAGE DR	EXTERIOR REMODEL	6,000.00

Larson Building, Inc	402 VILLAGE DR	EXTERIOR REMODEL	72,600.00
Larson Building, Inc	501 VILLAGE DR	WINDOWS / DOORS	26,100.00
Larson Building, Inc	505 VILLAGE DR	WINDOWS / DOORS	28,400.00
Larson Building, Inc	507 VILLAGE DR	WINDOWS / DOORS	28,400.00
Larson Building, Inc	513 VILLAGE DR	WINDOWS / DOORS	65,000.00
Larson Building, Inc	515 VILLAGE DR	EXTERIOR REMODEL	31,000.00
Larson Building, Inc	517 VILLAGE DR	EXTERIOR REMODEL	31,000.00
GESKE HOME IMPROVEMENT CO.	604 REDWOOD ST W	EXTERIOR REMODEL	7,000.00
GESKE HOME IMPROVEMENT CO.	707 4TH ST N	Windows	1,200.00
LOUWAGIE, CAROL	1101 ALAN AVE	RE-ROOFING	6,500.00
GARY VLAMINCK CONSTRUCTION	508 ELAINE AVE	RE-ROOFING	8,000.00
WOJTALEWICZ, KOREEN & RANDAL	1414 FLOYD WILD DR	RE-ROOFING	7,600.00
LABAT, GREG & MARILYN	705 ELAINE AVE	RE-ROOFING	9,300.00
FAHL, JACOB C & ANGELA G	604 4TH ST N	DOORS	2,300.00
BEEKMAN, SCOTT & ALISON	803 WOODFERN DR	RE-SIDING	6,500.00
BLOMME, PATRICK J & CHRISTINA M	705 DESCHEPPER ST	RE-ROOFING	7,300.00
STORM, JEREMY & ANNETTE	214 LEGION FIELD RD	INTERIOR REMODEL	2,000.00
CARL A. ROHLIK (HAMMER'S AWAY, INC.	800 ELIZABETH ST	RE-ROOFING	7,300.00
BAKKE'S HOME REPAIR & CONSTRUCTION	408 WHITNEY ST S	DOORS	600.00



PLUMBING PERMIT LIST
June 11, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
MINNWEST PLUMBING & HEATING, INC.	603 PARKSIDE DR	INTERIOR REMODEL	0.00
Coequyt Plumbing & Heating LLC	401 JEWETT ST	INTERIOR REMODEL	1,000.00
THOMAS PLUMBING, INC	1001 HIGHWAY 23 N	INTERIOR REMODEL	0.00



SIGN PERMIT LIST
June 11, 2019

APPLICANT	LOCATION ADDRESS	DESCRIPTION OF WORK	VALUATION
Western Print Group	305 COLLEGE DR W	N/A	4,000.00
RG & RJ PROPERTIES, LLP	1205 COLLEGE DR E	N/A	25,000.00

June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 4:30 p.m. Airport Commission	5	6	7	8
9	10 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	11 5:30 p.m. Regular City Council Meeting	12 12:00 p.m. Adult Community Center 5:30 p.m. Planning Commission	13	14	15
16	17	18 4:30 p.m. Marshall Municipal Utilities Commission	19 12:00 p.m. EDA	20 2:00 p.m. CVB Board Meeting	21	22
23	24	25 5:30 p.m. Regular City Council Meeting	26	27	28	29
30						

July 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 4:30 p.m. Airport Commission	3	4 City Hall Closed – Independence Day	5	6
7	8 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	9 5:30 p.m. Regular City Council Meeting	10 5:30 p.m. Planning Commission	11	12	13
14	15	16 4:30 p.m. Marshall Municipal Utilities Commission	17 12:00 p.m. EDA	18 2:00 p.m. CVB Board Meeting	19	20
21	22	23 5:30 p.m. Regular City Council Meeting	24	25	26	27
28	29	30	31			

August 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 4:30 p.m. Airport Commission	7 4:45 p.m. Community Services Advisory Board	8	9	10
11	12 3:30 p.m. Public Housing Commission 4:00 p.m. Library Board	13 5:30 p.m. Regular City Council Meeting	14 5:30 p.m. Planning Commission	15 2:00 p.m. CVB Board Meeting	16	17
18	19	20 4:30 p.m. Marshall Municipal Utilities Commission	21 12:00 p.m. EDA	22	23	24
25	26	27 5:30 p.m. Regular City Council Meeting	28	29	30	31