Proctor's Vision: Proctor, rich with railroad heritage, values above all, its people, and their environment. Working together is our pathway to a safe, secure, and progressive community. Slogan: "You Have a Place In Proctor"

AGENDA PROCTOR CITY COUNCIL MEETING Monday, March 4th, 2024 Council Chambers - Community Activity Center - 100 Pionk Drive

CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL OTHERS PRESENT APPROVAL OF MINUTES City Council Meeting minutes from Tuesday, February 20th, 2024 APPROVAL OF AGENDA COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

*APPROVAL OF CONSENT AGENDA One motion accepts all items listed under this agenda, plus Council can pull any individual items out of this consent agenda and discuss/act on items separately leaving others to be approved via consent agenda action.

*<u>1. COMMUNICATIONS</u>

A. Regional Stormwater Protection Team Membership Renewal ***2. PLANNING & ZONING DEPARTMENT MATTER**

*<u>3. COMMITTEE REPORTS</u>

A. Planning & Zoning Minutes – January 22nd, 2024

4.CLERK ADVISES COUNCIL

5. UNFINISHED BUSINESS

- A. City of Proctor Blight Policy
- B. Legislative Agenda Officer Recruitment and Training Reimbursement

6. NEW BUSINESS

- A. 2024 Liquor License Renewals: Proctor Speedway and Proctor Golf Course
- B. Resolution 12-24: Annual Appointments to Committees and Commissions
- C. Resolution 13-24: LCCMR Grant Application Approval
- **D.** Fair Agreements

MEMBER CONCERNS

Rohweder: DeWall: Johnson: Benson: Ward: Attorney Bray: Chief Gaidis:

BILLS FOR APPROVAL

General: \$38,519.97 Liquor: \$28,382.59 TOTAL BILLS FOR APPROVAL: \$66,902.56

ADJOURNMENT

MINUTES OF THE PROCTOR CITY COUNCIL MEETING FEBRUARY 20th, 2024

Meeting was streamed live on the Trac 7 YouTube channel.

Mayor Ward called the meeting to order at 6:00 pm.

Pledge of Allegiance

Moment of Silence: Honoring the fallen officers of the Burnsville Police and Fire Departments PRESENT: Mayor Chad Ward, Councilor Troy DeWall, Councilor Jake Benson, Councilor Jim Rohweder

ABSENT: Councilor Rory Johnson

OTHERS PRESENT: Administrator Rich, Attorney John Bray, Administrative Assistant Megan Jordan, Jim Schwarzbauer, Mel Henrich

M/S/P: Rohweder/Benson to approve the City Council minutes from Monday, February 5th, 2024. M/S/P: Ward/DeWall to approve the special City Council minutes from February 12th, 2024. M/S/P: Rohweder/Benson to approve the agenda for Tuesday, February 20th, 2024, removing items *1A, *1B, and *1C and adding item 6E: Winter Parking.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Mel Henrich from Duluth is in attendance on behalf of COS (Convention of States Action) to present the mission of their movement urging state legislatures to utilize their powers under Article V of the U.S. Constitution – restoring limits on the power of the three branches of the federal government. Mr. Henrich specifically requests a resolution supporting fiscal restraints, restriction of power, restoration of the balance of power, and term limits. Mr. Heinrich adds there needs to be support of 34 states to pass this resolution, also urging petition signatures and support of their grassroots movements.

M/S/P: Rohweder/Ward to approve the consent agenda for Tuesday, February 20th, 2024.

4. Clerk Advises Council

A. Equipment Financing Update

Administrator Rich states she and Finance Director Brunfelt are continuing to work with Baker Tilly and should have the report available and information finalized prior to the next council meeting. B. Cannabis Implementation

Administrator Rich states the State of MN and the Office of Cannabis Management is beginning to organize and providing updates – she recommends council subscribe via email to obtain the latest information as these updates include newsletters and webinar opportunities to stay up to date on the changing legislature.

C. FY25 Stauber Community Project Funding Request

The I-35/Ugstad Rd utility extension projects have been submitted for funding consideration.

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

B. Legislative Agenda – Officer Recruitment and Training Reimbursement

6. NEW BUSINESS

A. Budget Amendment

M/S/P: Benson/DeWall

DeWall seconds for discussion and has questions regarding appraisal completion dates, mobile property specifications, insurance renewal dates, liquor store savings and fund allocations. Motion passed 3-1 (roll call vote: Mayor Ward Y, Benson Y, Rohweder Y, DeWall N) to approve the budget amendment of \$18,577 to allow for an additional one million in excess liability insurance coverage and to cover the increase in property insurance resulting from the recent property appraisal.

B. Resolution 12-24: Accepting a Donation

Jim Schwarzbauer on behalf of the museum has donated the original plot map of the City of Proctor. Schwarzbauer states the museum has received grant funds totaling \$4,450.00, stating the museum is scheduled to open in May of 2024.

M/S/P: Benson/Ward to approve resolution 12-24 as submitted, accepting the donation of the original plot map of the City of Proctor.

C. Resolution 13-24: Accepting Engineering Services – Utility Extension Design

M/S/P: Rohweder/Ward to accept resolution 13-24 as submitted, accepting engineering services for the Ugstad Rd utility extension.

D. Issuance of 2024 Towing Permits

M/S/P: Rohweder/Benson to approve towing permits for 2024 as submitted.

Rohweder Y, Benson Y, DeWall Abstain, Mayor Ward Y

E. Winter Parking

Councilor Benson suggests amending city code language to allow staff to suspend winter parking ordinances at their discretion. Benson will prepare language to amend code and present at a future meeting to begin the process of code amendment.

MEMBER CONCERNS

Rohweder: None

Johnson: Absent

Benson: Precinct caucus are next Tuesday, with the Democrats meeting here at the PACC. And the

DeWall: None

Ward: None

Attorney Bray:

Administrator Rich: None

Chief Gaidis: None

Chief Helquist: None

M/S/P: Benson/Rohweder to approve the bills as submitted.

General: \$227,516.14

Liquor: \$43,243.85

TOTAL BILLS FOR APPROVAL: \$270,762.99

M/S/P: DeWall/Ward to adjourn the meeting at 6:35 pm.



02/07/2024

Ryan Granlund & Lisa DeGuire Co-Chairs Regional Stormwater Protection Team (RSPT)

*1A

To RSPT Member,

Thank you for being a member of the Regional Stormwater Protection Team (RSPT)! Your efforts have helped create and support clean water education and outreach activities that will have a lasting impact for years to come. Without such active members and financial support, the RSPT wouldn't be able to continue to produce new and relevant education regarding the challenges our water resources face today.

RSPT's mission is to educate and inform people about how their actions can and will impact water quality and to provide reasonable options and tools for decreasing stormwater pollution off their property. Since 2003, RSPT has been working to increase the public's understanding of stormwater pollution and promote methods to prevent it.

As a member of the RSPT, your organization receives the benefits of sharing resources with other local agencies and organizations. By working together we can accomplish much more than all of us working separately. For most of our members, being a part of the RSPT is critical to helping your organization meet specific education and outreach requirements of your MS4 stormwater permit. With the 2020 reissuance of the MS4 permit by the MPCA there are more requirements that have been added making this group all the more valuable to support Twin Ports MS4 communities. We hope that you have found the various resources made available to you through membership in the group helpful.

These resources and many more can be found at https://sites.google.com/view/rspt/ or you can check out https://www.poopfairy.university/

We are pleased with recent outreach efforts, including a restock of frequently used educational outreach materials, PSA runs of the full suite of No-Poop Fairy Videos, the successful public engagement around our local SWPPP's and the efforts of our fabulous media team, who continue to keep RSPT outreach materials and methods fresh.

We would like to personally thank you for your past support of both resources and staff time. The participation and collaboration of our members is vital to keeping our creeks, streams, and lakes clean.

Enclosed you will find your 2024 invoice. If you have any questions or concerns about RSPT or its mission please feel free to contact us anytime at rsptduluth@gmail.com.

Sincerely,

Ryan Granlund and Lisa DeGuire

RSPT Co-Chairs

Ryan Granlund Z. D.

Ryan Granlund & Lisa DeGuire – Co-Chairs, Regional Stormwater Protection Team rsptduluth@gmail.com

Proctor's Vision Proctor, rich with railroad heritage, values above all, its people and their environment. Working together is our pathway to a safe, secure and progressive community

Slogan: "You Have a Place in Proctor"

MINUTES PLANNING & ZONING COMMISSION

*3A

Monday, January 22nd, 2024, 5:00 P.M.

Council Chambers Proctor Community Center - 100 Pionk Drive

Chair Aldridge calls the meeting to order at 5:00 pm

MEMBERS PRESENT:

Commissioner Tuomi, Chair Aldridge, Commissioner Harnell, Commissioner Boysen, Commissioner Inman.

OTHERS PRESENT: City Administrator Jess Rich, Megan Jordan, Attorney Bray

APPROVAL OF AGENDA

Motion by Harnell, seconded by Boysen and carried 5-0 to approve the agenda for Monday, January 22nd, 2024.

1. COMMUNICATIONS

2. BUILDING PERMITS (C-1 AND ABOVE)

3. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

4. UNFINISHED BUSINESS

A. Mixed Use/Zoning Study Proposal

After further review of the zoning study received from ARDC and the cost, the commission would like to discuss other options. Chair Aldridge directs Administrator Rich to ask if ARDC can provide a study and recommendation for the best use of the proposed parcels along Kirkus St. In the meantime, the commission would like Attorney Bray to draft ordinance language to implement a "mixed-use" zoning district to allow for potential development and expansion on the parcels owned by PEDA and the city-owned lots along Kirkus St.

Chair Aldridge would like to discuss the parking issue at the St. Luke's Arena. He states when the arena was constructed, the school agreed if parking became an issue, accommodations would be made to relieve any parking along Kirkus St. Administrator Rich states the public safety committee is also concerned about parking at the arena and steps will be taken to address it with the school.

NEW BUSINESS

- A. Commission Applications Two applications were received for one open position. One of the applicants was not able to attend the meeting due to illness. Commissioner Inman to remain on commission until new applicant can attend a meeting for an interview. Administrator Rich will reach out to the applicant for attendance at the February 26th meeting.
- B. Commissioner Boysen has received a request from the property owner at 1717 Lavaque Rd asking to dissolve a 1999 parcel split agreement. This agreement, recorded against the property, denotes a connection must be made to the city water supply upon construction. The commission would consider dissolving this agreement by making a recommendation to the council upon a written request from the property owner. Commissioner Boysen will relay this information to the property owner.

MEMBER CONCERNS

Tuomi: 142 3rd St – blight infringement

Harnell: Requests to discuss the application process utilizing the scoresheet received. Administrator Rich provides explanation and direction for the process.

Aldridge: Requests a list of training courses and resources for commission members. City staff will provide at the next meeting.

Boysen: None

Inman: None

Motion by Harnell seconded by Boysen to adjourn the meeting at 5:40 pm.



CITY COUNCIL AGENDA DATE: 03/04/2024

TO: Mayor Ward and City CouncilFROM: Jess Rich, City AdministratorSUBJECT: 2024 Committee and Commission Appointments

6B

____OTHER:

X **RESOLUTION**:

ORDINANCE:

REQUESTED ACTION:

Approve Resolution 12-24 A RESOLUTION DESIGNATING ANNUAL APPOINTMENTS TO COMMITTEES AND COMMISSIONS

BACKGROUND

Committee and commission vacancies were advertised. Applications were received and processed. The planning and zoning commission position had two applicants for one position. The candidates were interviewed by the commission, applicant responses were scored, and the commission recommended the council re-appoint Mr. Terry Inman who received the highest collective score. The Proctor Economic Development Authority recommends the re-appointment of Mr. Eric Madson. The Police Civil Service Commission recommends the re-appointment of Diane Giuliani. The Liquor Control Committee recommends the re-appointment of Dick Kari. The other committees have not had the opportunity to meet but there was only application received for these positions and all the applicants are incumbents.

SOURCE OF FUNDS (if applicable)

Not applicable

ATTACHMENTS

Resolution 12-24 Applications 2024 Committee Commission Information, Recommended Appointments and Term Expirations.



City of Proctor 2024 Advisory Committees and Commissions

BACKGROUND INFORMATION

Proctor City Code provides for the creation of committees and commissions. The purpose of each committee or commission is to provide input to the City Council from residents regarding specific issue areas addressed by each commission/committee. Council procedure for filling commission positions consists of posting notices of vacancies/term expirations, reviewing applications, interviewing prospective commissioners/committee members and finally the selection of successful applicants. This handout is designed to provide you with summary information regarding each of the committees and commissions and what you can expect being a member of a Proctor committee or commission.

IN GENERAL

Members of commissions and committees invest a substantial amount of time (anywhere from 10 to 20 hours per month) on related activities. Commissions and committees sometimes have subcommittees selected to deal with specific issues. Some Proctor commissions and committees meet occasionally as needed while others meet regularly. Work sessions may be scheduled periodically. Prior to meetings, members receive an agenda packet which contains staff reports and substantial background information briefing the commissioners and committee about petitions, applications, etc., to be considered at the meeting. Staff reports can be quite detailed; two or more hours may be required to review an agenda packet to become fully familiar with agenda items. Members are expected to comply with City of Proctor Committee Policy (3/2011) which includes maintaining regular attendance at meetings, participating in the formal meeting, physically viewing sites when appropriate, and rendering recommendations based upon the overall good to the community as opposed to more parochial interests. Periodic evaluations regarding attendance and performance are completed for each commission for review by the City Council. Members recognize their respective memberships are advisory and do not have policy-making power. The only exception is the Proctor Economic Development Authority and the Proctor Public Utilities Commission which have additional authority granted by state statute. The City Council will thoroughly consider to commission/committee recommendations in dealing with subject matter coming before it.

PROCTOR ADVISORY COMMISSIONS

PLANNING AND ZONING COMMISSION (City of Proctor Code 155.370 and 155.371)

- **A. REGULARLY MEETS:** 5 p.m. 4th Monday of the Month.
- **B. PURPOSE:** The Planning & Zoning Commission is responsible for reviewing requests and applications by petitioners to ensure such petitions conform with the City's land use regulations and Comprehensive Plan.
- **C. MEMBERSHIP:** The Planning Commission consists of five residents of the city, only one of whom may be an elected official of the city, member of the Proctor Public Utilities Commission or employee of the city or its utilities (does not have to be a resident.) Members of the commission are appointed by the Council for staggard three-year terms expiring December 31st. The

Chairperson and Vice Chairperson are appointed by commission members for a term of one year. Planning and Zoning Commission members may receive compensation as determined by resolution of the City Council (30.01 (C) (1).

D. DUTIES AND RESPONSIBILITIES: The powers and duties of the Planning Commission include preparation, and submittal of the comprehensive plans and periodic amendments to the City Council for implementation, conduct monthly meetings to discuss and consider any issues relating to or concerning planning and zoning matters, such as public hearings for changes or amendments to the zoning code, make recommendations to the city council regarding amendments to the city zoning map and code, periodic review and study of the provisions of the Proctor Zoning Ordinance and subdivision regulations, study of applications for amendments to the Zoning Ordinance, and applications for special permits. In each of the above capacities the commission submits recommendations to the City Council for consideration at regular City Council meetings.

PROCTOR ECONOMIC DEVELOPMENT AUTHORITY (PEDA) (City of Proctor Resolution 33.94)

- **A. REGULARLY MEETS**: 6 p.m., 2ND Tuesday of the month.
- **B. PURPOSE:** The Proctor Economic Development Authority (PEDA) is a public body politic and corporate and a political subdivision of the State of Minnesota. The primary purpose of the Authority is to serve as an Economic Development Authority pursuant to Minnesota Statutes 469.091. The Authority shall be governed by all requirements of said statute, the Enabling Resolution No. 33-94 passed by the Proctor City Council; and any future amendments to the Enabling Resolution which may be enacted. The affairs of the Authority shall include but not be limited to business development and retention emphasizing on the creation of jobs which increase the tax base of Proctor, improving the viability of the community.
- **C. MEMBERSHIP:** PEDA Board of Commissioners consists of five members appointed by the City Council; one must be the mayor. Members are appointed for staggered four-year terms which expire December 31st. Officers shall be President, Vice-President, Secretary, Treasurer and Assistant Treasurer and elected by Board of Commissioners to a one-year term. Members of PEDA may receive compensation as determined by resolution of the City Council (30.01 (C)(3).
- **D. DUTIES AND RESPONSIBILITIES:** It is the mission of the Proctor Economic Development Authority (PEDA) to promote the economic vitality in Proctor utilizing the power given to the Authority by Minnesota Statutes 469.091. The area of concentration are as follows:

• Business development and retention emphasizing on the creation of jobs which increase the tax base of Proctor improving the viability of the community.

• Bring about and carry out a community-wide effort to build Proctor's future by creating and nurturing comprehensive economic and community development plans.

• Be responsible for planning, coordination, management, and implementation of an effective economic and community development program, which will encourage existing businesses to remain and grow, which will entice new businesses to relocate in Proctor, and which will be viewed by entrepreneurs and others as a healthy environment to start a new business.

PUBLIC UTILITY COMMISSION (PUC) (City of Proctor Code Chapter 53)

- **A. MEETS:** 6 p.m. 2nd Monday of the month
- **B. PURPOSE:** The Public Utilities Commission was created pursuant to Minnesota Statutes 412.321 through 412.391 which will have all the powers and duties set forth therein as supplemented and amended, together with all the powers hereinafter granted. The Commission shall have jurisdiction over the City's water and light and power system.

- **C. MEMBERSHIP:** All Commissioners of the Commission shall be customers of the Proctor Public Utilities. In the event a Commissioner discontinues service from the utility or leaves the territory served by the utility, he or she shall immediately resign from the Commission, and the Council shall appoint a successor. The Commission shall consist of three members appointed by Council. No more than one member may be chosen from the Council membership. Each member is appointed for staggard 3-year terms. PUC Commission members may receive compensation as determined by resolution of the City Council (301.01 (C)(2)..
- D. DUTIES AND RESPONSIBILITIES: It is the duty of PUC to fully, absolutely, and exclusively control all the operation and management of the water, light and power systems in the City of Proctor. It is the duty of PUC to collect all water, light, heat and rent charges from patrons of the system including the city and pay to same into the PUC Fund. PUC as the power to:
 - contract and bid for services.
 - hire direct and pay personnel.
 - buy fuel, supplies, electric energy, steam heat, hot water energy, gas, or water for distribution.
 - fix rates and adopt rules.
 - enter into agreements with the Council.

POLICE CIVIL SERVICE COMMISSION (City of Proctor Code 32.02)

- **A. MEETS:** As needed and when convened by the Chair of the committee.
- B. **PURPOSE:** The Civil Service Commission exists for citizens to serve the community by recommending policy, hiring, promotion, employee discipline and investigating citizen complaints for the City of Proctor Police Department.
- C. **MEMBERSHIP:** 3 members appointed by the city council. Members are appointed for staggard three-year terms which expire December 31st. Civil Service Commission Secretary may receive compensation as determined by state statute.

D. DUTIES AND RESPONSIBILITIES:

- Establishment and management of criteria and testing for the selection of entry level Police Officers.
- Review and testing for Police Officer promotions.
- Establishment and management of the criteria and process, and to make recommendations for the selection of the Police Chief.
- Determination of disciplinary or termination action with cause.
- Process and response, when requested, for appeal of removal from certification list, disciplinary action, or termination.
- Monitoring and review of Proctor Police Department operation as to insure and evaluate appropriate and valid content and process for the examination, selection, discipline, and/or termination of classified police positions.
- Review of available information concerning the performance of the Police Chief to determine whether the selection process for that office is appropriate and should be maintained in its present form.
- Engagement of the legislative process to best serve the community in the areas of law enforcement selection and services.
- Adoption of rules to facilitate the Commission's mission.

CABLE TV COMMISSION (City of Proctor Code 32.01)

- **A. MEETS:** As needed and when convened by the Chair of the commission or by the City Administrator.
- **B. PURPOSE:** The City Council delegates to the Cable Television Commission the ability to review proposed basic cable television rates submitted by the cable franchise holder operating within the City and to recommend to the Council the regulation of the rate to be charged in accordance with all requisite statutes and rules. The City shall follow rules relating to cable rate regulation promulgated by the Federal Communications Commission in 47 C.F.R. Part 76.900, subpart N.
- **C. MEMBERSHIP:** At a minimum, 3 members are appointed by the Council three-year expiring on December 31st of each year. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- **D. DUTIES AND RESPONSIBILITIES:** Review and recommend rates and regulations of the cable franchise holder.

CITY OF PROCTOR STANDING COMMITTEES (City of Proctor Code 32.01)

LIQOUR CONTROL COMMITTEE

- **A. MEETS:** As needed and when convened by the chair of the committee, the Chief of Police, or the City Administrator.
- **B. PURPOSE:** Acts an oversight board for Mountain Spirits and make recommendation to the Proctor City Council regarding liquor licensing and regulations.
- **C. MEMBERSHIP:** Consists of two Council members and the Chief of Police with the Liquor Store Manager as an advisory member and the option of a Proctor residents with liquor industry experience as advisory member. Members are appointed by the Council for staggard three (3) year terms expiring on December 31st. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- **D. DUTIES AND RESPONSIBILITIES**: Review income/loss statement of Mountain Spirits. Recommend facility changes and upgrades for Mountain Spirits. Investigate all facts set out in a liquor application, provide the public to be heard for or against the granting of liquor licenses and make recommendations to the City Council to grant or refuse a license.

TOURISM COMMITTEE

- **A. MEETS:** Quarterly 4th Monday of the Month
- **B. PURPOSE:** To market and promote tourism through events, strategic planning, and initiatives that are likely to bring tourists to Proctor. The Tourism Committee is the city's fact-finding body for projects, funding levels, marketing, reporting, and record keeping. Expenditures from lodging tax revenue must fall within the parameters and requirements of Minnesota State Statutes and Proctor City Code. Their mission is to increase the economic impact of tourism to the community and its businesses through marketing and promotion of Proctor as a tourist destination.
- **C. MEMBERSHIP:** The Proctor Tourism Committee consists of up to nine board members. Members must represent organizations that are involved or associated with tourism activities or attractions

in Proctor. Each member should make timely and complete reports to their organization. Terms of office are for one year with the option to renew current membership each year. The Committee shall have the power to adopt such rules of membership, procedure, and by-laws, and are responsible for replacing members as it shall deem proper and necessary to carry out the Committee mission and responsibilities. A member may be removed from the committee for regular absences and will be replaced by a new member from the same representative category. If unable to replace the member from the same organization or category, the Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).

D. DUTIES AND RESPONSIBILITIES:

- To act as the fact-finding body for projects, funding levels, reporting and record keeping, and in the awarding of grants for marketing and promotion of Proctor per 2015 City Ordinance #14-15.
- To act in an advisory capacity to the City Council and City Administrator in all matters concerning tourism. Duties may include preparation and data review, reporting, statistics, analysis, and review of pertinent information to recommend strategies for action to improve tourism within the city.
- To provide the City Council with committee recommendations to approve events, reports, planning, marketing, and promotion.
- To explore and develop comprehensive marketing plans, marketing, and promotional expenditures to make the best use of lodging tax funds.

PARK AND RECREATION COMMITTEE

- **A. MEETS:** As needed and when convened by the Chair of the committee or the City Administrator.
- **B. PURPOSE:** To review current and future community park and recreation needs, programs, and facilities and recommend actions which will promote the implementation of the city park and recreation plans.
- **C. MEMBERSHIP:** At a minimum, 3 members are appointed by the Council three-year expiring on December 31st of each year. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- D. DUTIES AND RESPONSIBILITIES: Consider matters pertaining to parks and public recreation programs in the City, preparing and submitting to the City Council a comprehensive plan and periodic amendments for the future development of the city ark and recreation system, and to act in an advisory capacity to the Council on all matters relating to park and recreation programs and issues in the City.

BEAUTIFICATION AND TREES COMMITTEE

- A. MEETS: As needed and when convened by the chair of the committee or by the city administrator.
- **B. PURPOSE:** Promote and protect the public health, safety, and general welfare by providing for the regulation of the planting, maintenance and removal of trees, shrubs, and other plants in the city. To promote the beautification of Proctor.
- **C. MEMBERSHIP:** At a minimum, 3 members are appointed by the Council three-year expiring on December 31st of each year. The Chairperson of the committee is appointed by committee

members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).

D. DUTIES AND RESPONSIBILITIES: Consider matters pertaining to trees, plants and shrubs located within street rights-of-way, parks and public spaces and trees, plants and shrubs located on private property that constitute a hazard or threat. Organize and execute city beautification projects.

PUBLIC SAFETY COMMITTEE

- **A. MEETS:** As needed and when convened by the Chair of the committee or by the city administrator.
- B. PURPOSE: Promote and protect the health, safety, and general welfare of the citizens of Proctor
- C. MEMBERSHIP: At a minimum, 3 members appointed by the city council. Members are appointed for staggard three-year terms which expire December 31st. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- **D. DUTIES AND RESPONSIBILITIES:** Consider public safety matters pertaining to the approval of event applications, community events, activities and programs that involve the use of street rights-of-way, parks, public spaces and public safety services.

PUBLIC CHARITABLE TRUST FUND BOARD

- **A. MEETS:** As needed and when convened by the Chair of the committee or by the City Administrator.
- **B. PURPOSE:** To receive and administer funds for business development, recreational and health purposes for the benefit of the residents of the city.
- **C. MEMBERSHIP:** 5 members consisting of the Mayor, City Administrator and three other members appointed by the City Council one of whom shall be a member of the banking profession, one of whom shall be a member of the city business community and one of whom shall be a current member of the City Park and Recreations Committee. The Mayor and City Administrator shall serve on the Board of Trustees so long as they hold office. The remaining members shall serve for three-year staggard terms. No member shall serve on the board for more than 9 years. Code 35.058. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- D. DUTIES AND RESPONSIBILITIES: See City of Proctor Codes 35.059 35.066

STREET COMMITTEE

- A. MEETS: As needed and when convened by the chair of the committee or by the city administrator.
- **B. PURPOSE:** To review current and future community street, sidewalk, road and alley needs, programs, and recommend actions which will promote the implementation of the City's street and sidewalk plans.
- **C. MEMBERSHIP:** At a minimum, 3 members appointed by the city council. Members are appointed for staggard three-year terms which expire December 31st. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).

D. DUTIES AND RESPONSIBILITIES: Consider matters pertaining to street matters in the City, future improvements of the City streets and to act in an advisory capacity to the Council on all matters relating to streets, sidewalks, alleys and road programs and issues in the City.

GOLF ADVISORY COMMITTEE

There is no language is the code calling for a Golf Advisory Committee.

- **A. MEETS:** As needed and when convened by the chair of the committee or by the city administrator.
- **B. PURPOSE:** To review current and future community golf course needs, programs, and facilities and recommend actions which will promote the implementation of the City's plans for the Proctor Golf Course.
- **C. MEMBERSHIP:** At a minimum, 3 members appointed by the city council. Members are appointed for staggard three-year terms which expire December 31st. The Chairperson of the committee is appointed by committee members for a term of one year. Committee members may receive compensation as determined by resolution of the City Council. Committee pay does not apply to city employees, members of the Planning and Zoning Commission and PUC (30.01(D).
- **D. DUTIES AND RESPONSIBILITIES:** To act in an advisory capacity to the Council and Administration on all matters relating to the Proctor Golf Course.

EXHIBIT A

PLANNING AND ZONING COMMISSION

At Large (Aldridge)	12/31/2024
At Large (Harnell)	12/31/2025
At Large (Inman)**	12/31/2026
At Large (Tuomi)	12/31/2024
Building Inspector	Permanent
City Administrator (Adv)	Permanent
City Attorney (Adv)	Permanent

PUBLIC UTILITIES COMMISSION

At Large (DeWall)	8/31/2025
At Large (Bingamon)	8/31/2024
At Large (Pederson)	8/31/2026
Utilities Operations Manager (Adv)	Permanent
City Attorney (Adv)	Permanent
City Administrator (Adv)	Permanent

PEDA

At Large (Madson)***	12/31/2026
At Large (Jauhola)	12/31/2024
At Large (Bingaman)	12/31/2025
At Large (Schwarzbaur)	12/31/2026
Mayor	Permanent
City Administrator (Adv)	Permanent
City Attorney (Adv)	Permanent

POLICE CIVIVL SERVICE COMMISSION

At Large (Anderson)	12/31/2024
At Large (Elder)	12/31/2025
At Large (Diane Giuliani)***	12/31/2026
Chief of Police (Adv)	Permanent

CABLE TV COMMISSION

At Large (N. Aldridge)	12/31/2024
At Large (Benson)	12/31/2025
At Large (Engman)	12/31/2026
At Large (Kiefat)	12/31/2024
At Large (Martinek)	12/31/2025
City Administrator (Adv)	Permanent

BEAUTIFICATON AND TREES COMMITTEE

At Large (E. Habermann)	12/31/2024
At Large (T. Habermann)	12/31/2025
At Large (Hannan)*	12/31/2026
City Administrator (Adv)	Permanent

LIQOUR CONTROL COMMITTEE

At Large (Johnson)	12/31/2024
At Large (Rohweder)	12/31/2025
At Large (Kari)***	12/31/2026
Chief of Police	Permanent
Liquor Store Manager (Adv)	Permanent
City Administrator (Adv)	Permanent

PARKS AND RECRATION COMMITTEE

At Large (Annala)	12/31/2025
At Large (Johnson)	12/31/2026
At Large (McDonald)	12/31/2026
At Large (Rohweder)	12/31/2024
Street Dept Foreman	Permanent
School AD and Facilities	Permanent
City Administrator (Adv)	Permanent

STREET COMMITTEE

Street Forman	Permanent
Street Dept. Employer	Permanent
City Councilor	Permanent
At Large (Annala)	12/31/2024
At Large (Jones)	12/31/2025
At Large (Tuomi)*	12/31/2026
City Administrator (Adv)	Permanent

PUBLIC CHARITABLE TRUST FUND BOARD

Mayor	Permanent
City Administrator	Permanent
Business Comm. Member (Benson)	12/31/2024
Banking Professional (Bryant)	12/31/2025
Parks and Rec (Vacant)	12/31/2026

PROCTOR GOLF BOARD

Jay Boysen, Roberta Thorsvik, Barb Olson, Rory Johnson, Dick Wicklnund, Rick Thoreson

TOURISM COMMITTEE Brook Olson, Best Western, Jake Benson, Proctor City Council, Mary Nikko, Food & Beverage, Sally Hedtke, City of Proctor Staff, Mary Korich, Fair Board Fairgrounds, Ryan Jones, Americas Best Value Inn

*Only application received.

- **Two applications received, interviewed and recommended by the committee/commission.
- ***Only application received, recommended by committee.



Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)

	Beautification & Trees	\Box	Public Utilities Commission		Public Safety Committee
	Cable TV Commission		Planning & Zoning Board of Appeals		Public Charitable Trust Fund Board
	Proctor Economic Development Authority		City Council	\mathbf{X}	Street Committee
	Planning & Zoning		Police Civil Service Commission		Golf Advisory Board
	Liquor Control Committee	\Box	Parks & Recreation Committee		Tourism Committee
A	Applicant Information				
N	ame RAY J. Tuck	^			
A	ddress & 2 4 6 YM ST		City /?	cro	n State Mar Zip Code 55811
Η	ome Phone 215 6-282117		Alternate Phone 340 8376	Wo	rk Phone
Er	nail address		Nu	mbe	er of years as City of Proctor Resident $Solution$

Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail addresses or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge MANY YRS. UN COMMITTEE

Civic & Volunteer Activities (past / present) <u>35 yns Fifte Dept, 16 yns, 1942</u> 4 yns Cint Curreit

Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. <u>Engry Boing on THE</u>

SOMMETTEE

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

Signature of Applicant

<u> /~ 9~ 24</u> Date



Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)

Beautification & Trees	Public Utilities Commission	Public Safety Committee
Cable TV Commission	Planning & Zoning Board of Appeals	Public Charitable Trust Fund Board
Proctor Economic Development Authority	City Council	Street Committee
Planning & Zoning	Police Civil Service Commission	Golf Advisory Board
Liquor Control Committee	Parks & Recreation Committee	Tourism Committee
Address / 50 / 3PD	WENKE City	ROCTOR State MN Zip Code 55810
Home Phone 218-390 - 8726 Email address KB SUNYUS @ 9 mi		Work Phone Number of years as City of Proctor Resident 75

Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge

ENERis

Civic & Volunteer Activities (past / present) ito Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. AS NORTHESTERN MINNESOTA CONTINUES TO GROW WE CAN EXPECT NEW RESIDENTS TO LOOK AT PROCTOR AS POTENTIAL PART OF THAT GROWTTH. WORKING TO MAKE US AN ATTRACTIVE, WELL-MAINTAINED SMALL TOWN IS WORTH MY TIME AND EFFORT

The above information is said to be true and correct. I understand this appointment may be discussed at a public

meeting Signature of Applicant

2-28-2023

Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)

Beautification & Trees	Public Utilities Commis	sion	Public Safety Cor	mmittee	
Cable TV Commission	Planning & Zoning Boar	d of Appeals	Public Charitable T	rust Fund Board	
Proctor Economic Development Authority	City Council		Street Committee		
Planning & Zoning	Police Civil Service Comn	nission	Golf Advisory Boa	ard	
Liquor Control Committee	Parks & Recreation Corr	mittee	Tourism Commit	tee	
Applicant Information Name					
Eric Madson					
Address		City	State	Zip Code	
828 Lupine Drive		Proctor	MN	55810	
Home Phone	Alternate Phone		Work Phone		
218-6289-1602	218-391-3664				
Email address		Nu	umber of years as Ci	ty of Proctor Resi	dent
madmanmadson1@yahoon		4	_		

Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge Current; y serve as the Chair for PEDA. I have been active on PEDA for @15 years.

Civic & Volunteer Activities (past / present) Prior to serving on PEDA I spent @6 years on Parks and Rec committee.

Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. PEDA has a number of projects and opportunities that have begun before and during my current term.

I would like to stay involved with the goal of helping to bring some of these projects to fruition. I personally believe that Proctor is on the cusp of

realizing substantial business and economic growth and being part of that activity would be very rewarding.

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

maria

12-28-2023

Date

Signature of Applicant



Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)

Beautification & Trees	Public Utilities Commission	Public Safety Committee
Cable TV Commission	Planning & Zoning Board of Appeals	Public Charitable Trust Fund Board
Proctor Economic Development Authority	City Council	Street Committee
Planning & Zoning	Police Civil Service Commission	Golf Advisory Board
Liquor Control Committee	Parks & Recreation Committee	Tourism Committee
Applicant Information		
Name DICK KARI		
Address	City	Lill State Mr Zip Code 55810
Address 5433 Ugstad St Rd Home Phone	A	
Home Phone	Alternate Phone	Work Phone

218-940-1262

Email address

dick KALISY DGMAIL, com

Number of years as City of Proctor Resident

Midu Ay TULA Ship VEAN(

Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail addresses or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge

Civic & Volunteer Activities (past / present) Del COMMATPO COSTRIL

Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. I HAUGBENGNTHES COMMITTES NEE IN the

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

Date

Signature of Applicant

Letter of Interest to Remain on City of Proctor Volunteer Committee

January 5, 2024

Name: Diane Giuliani Address: 215 Fifth Street, Proctor Home Phone 218.628.2770 Cell Phone: 218.628.2770 Work Phone: 218.624.3344 Email: diane@proctormn.com

Which advisory board, committee or commission do you wish to be part of? Police Civil Service Commission

You may attach a resume or letter of interest. Attached

Once filed with the City, your completed application is a public record, potentially eligible for release.

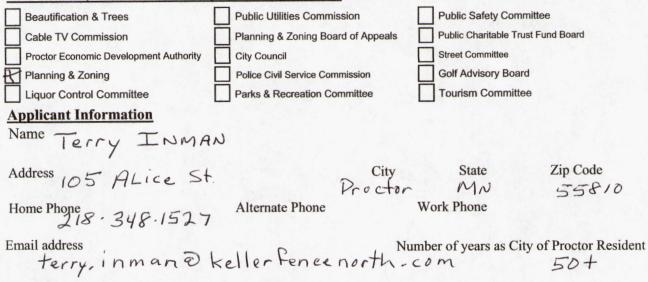
- 1. Why are you interested in serving on this committee? I have served on this Commission and have acquired a knowledgeable background on policy and procedures that can serve the City.
- 2. What do you think are the characteristics of a great board member? Read the materials presented. Be prepared for meetings. Arrive on time. Be respectful of other people's time. Listen to others and ask questions. Ensure legal and ethical integrity.
- 3. Describe your involvement in the committee you're currently on. As chair of the commission, I have gained knowledge in regard to Chapter 419 of the Minnesota State Statute, set agendas and run the meetings. I have had oversight in compliance with applicable laws, follow all procedural requirements, participated in numerous hirings, investigations and, when needed, been part of the personnel committee.
- 4. How will you obtain input from constituents that you represent and how will you communicate these issues addressed by the Committee with community members? Because of the nature of the commission, most issues are covered under state law.

The City of Proctor is committed to the non-discriminatory treatment of all persons.

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.601, subd. 3, except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement for the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service. If you are appointed to a position on a board, committee, or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee.

Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)



Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail addresses or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge

Vec 1/2/20123

Civic & Volunteer Activities (past / present)

Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. <u>Currently active member with interest</u>

on-going community changes

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

mmar een Signature of Applicant

12-28-2023 Date

ent

1000 4.15 pm **Application to Committee, Commission & City Council**

C	ommission, Board or Council	you	are applying for: (Please	return to	the City Hall when completed)	
	Beautification & Trees	Public Utilities Commission			Public Safety Committee	
	Cable TV Commission		Planning & Zoning Board of Appeal	s	Public Charitable Trust Fund Board	
	Proctor Economic Development Authority		City Council		Street Committee	
~	Planning & Zoning		Police Civil Service Commission		Golf Advisory Board	
	Liquor Control Committee		Parks & Recreation Committee		Tourism Committee	
	pplicant Information					
N	lame					
В	rett Scott Mensing					
Address		City			State Zip Code	
84	12 6th Street		Proctor		MN 55810	
Home Phone			Alternate Phone	Work Phone		
218-220-8955		N	A	218-336-8704 x1008		
Er	nail address			Numb	er of years as City of Proctor Resid	10
br	ett.mensing@gmail.com			2		

Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public 3.) education and training 4.) employment history 5.) volunteer work 6.) awards and honors 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail addresses or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

Experience & Additional Information

Background Knowledge Years of experience with preparing meeting agendas, minutes, resolutions. Facilitate a monthly Human Resources/Business Services committee meeting at Duluth Public Schools (current employer). I currently serve as the Election Clerk for ISD 709. In the fall of 2023, I helped facilitate a capital levy referendum. Having experience in media, I was responsible for the referendum

media campaign (Q1 passed with overwhelming support; Q2 failed by 296 votes). Communicate regularly with elected board officials. Civic & Volunteer Activities (past / present)

8+ years of public service in my former role as a journalist with FOX 21 Local News. Organize Annual Head of the Lakes United Way fundraising campaign for Duluth Public Schools. Work closely with many community organizations including the Northern Lights Foundation and Animal Allies Humane Society.

Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use

additional sheets if necessary. Two years ago I purchased and demolished an existing property in Proctor. Facilitated the construction

of a new home on the property. I would like to serve my community as I have a strong passion for building and planning.

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

(Continued from above) I take great pride in the beautification of my home, our street, and my community.

Kenning

Revised 09/2020

1/8/2024

Date

Chad Ward Mayor



COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

RESOLUTION 12-24

A RESOLUTION DESIGNATING ANNUAL APPOINTMENTS TO COMMITTEES AND COMMISSIONS

WHEREAS the City of Proctor recognizes the importance of citizen involvement in local government through participation in various committees and commissions; and

WHEREAS it is necessary to make annual appointments to these committees and commissions to ensure their continued operation and effectiveness in serving the needs of our community; and

WHEREAS the terms of office for current committee and commission members were set to expire on 01/01/2024 but the members served on the current committee and commissions until positions could be filled; and

WHEREAS it is the duty of the City Council to appoint qualified individuals to fill these vacancies.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Proctor hereby appoints the following individuals to serve on the respective committees and commissions for a term beginning 01/01/2024 and ending 12/31/2026:

PLANNING AND ZONING COMMISSION Terry Inman PROCTOR ECONOMIC DEVELOPMENT AUTHORITY Eric Madson POLICE CIVIL SERVICE COMMISSION Diane Giuliani CABLE TV COMMISSION Elmer Engman BEAUTIFICATION AND TREES COMMITTEE Kathleen Hannan LIQUOR CONTROL COMMITTEE Dick Kari PARKS AND RECREATION COMMITTEE Jennifer McDonald STREET COMMITTEE Jim Tuomi

Passed by a majority vote of the Proctor City Council this 4th day of March 2024.

BY:

Chad Ward Mayor

ATTEST:

Jess Rich City Administrator



CITY COUNCIL AGENDA DATE:

TO: Proctor City Council

FROM: City Administrator, Jess Rich

SUBJECT: Fair Agreements

6C

____OTHER:

_x___RESOLUTION:

ORDINANCE:

REQUESTED ACTION:

_Requested approval to direct Administrator Rich to pursue a grant application with the LCCMR for the 3rd St park project. This is a 100% grant and requires no matching or commitment from the city

_ BACKGROUND

_The City has been working with Essentia Health as part of their Orange Places Community Project. The 3rd St park was selected for restoration and improvements.

SOURCE OF FUNDS (if applicable)

ATTACHMENT – Resolution 13-24

Chad Ward Mayor **City of Proctor**

Jess Rich City Administrator

You Have a Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · Phone: 218-624-3641 · Email: cityhall@proctormn.gov

RESOLUTION NO. 13-24

RESOLUTION SUPPORTING LEGISLATIVE COMMISSION ON MINNESOTA RESOURCES (LCCMR) ENVIRONMENT AND NATURAL RESOURCE AND TRUST FUND GRANT APPLICATION

WHEREAS the City of Proctor seeks to fund the construction of the 3rd Street Park in Proctor, Minnesota.

NOW THEREFORE BE IT RESOLVED the City of Proctor City Council supports the above referenced project and authorizes the submittal of a proposal for funding of this project on behalf of the City of Proctor to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) in response to the 2025 Environmental and Natural Resources Trust Fund (ENRTF) Request for Proposal; and

BE IT FURTHER RESOLVED if funding is awarded, the City of Proctor agrees to accept the award and may enter into an agreement with the state of Minnesota for the above referenced project. The City of Proctor will comply with all applicable laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved LCCMR work plan; and

BE IT FURTHER RESOLVED the City of Proctor understands that grants from the ENRTF are generally paid out on a reimbursement basis. The City of Proctor has the financial capability to pay for project expenses prior to seeking reimbursement; and

BE IT FURTHER RESOLVED the City of Proctor certifies none of the current principals of the City of Proctor have been convicted of a felony financial crime in the last ten years. For this purpose, a principal is defined as a public official, a board member, or staff that would have the authority to access or determine the use of ENRTF funds, if awarded; and

BE IT FURTHER RESOLVE Jess Rich, City Administrator, is hereby authorized to execute such agreements and work plans as necessary and is authorized to implement the project on behalf of the City of Proctor.

BE IT FURTHER RESOLVED the City of Proctor has the financial capability to meet the match requirements and ensure adequate construction, operation, and maintenance of the project once completed.

Passed by a majority vote of the Proctor City Council this 4th day of March 2024.

BY:

Chad Ward Mayor

ATTEST: ______ Jess Rich

Jess Rich City Administrator



CITY COUNCIL AGENDA DATE:		
TO: Proctor City Council		
FROM: City Administrator, Jess	Rich	
SUBJECT: Fair Agreements		6D
_xOTHER:	RESOLUTION:	ORDINANCE:
REQUESTED ACTION:		
Approve updated manageme	nt agreements for the fairgrounds	
BACKGROUND		

SOURCE OF FUNDS (if applicable)

ATTACHMENT – 2024 Management Agreement with highlighted changes 2023 Agreements for reference

Management Agreement

Between

The South St. Louis County Fair Board Association - Proctor (FBA)

The Dirt Floor Arena of Directors (DFA)

The Dirt Floor Arena Board of Directors (**DFA**) maintains a "Management Agreement" with South St. Louis County fair assn. -Proctor to manage the dirt floor arena building as a community use facility for the period of May 1st through September 30th of each year. The DFA shall also maintain a " Use Agreement" with the So. St. Louis County Fair Association -Proctor (**FBA**) relating to management of the arena for rental and community use on fair grounds property, in conjunction with the FBA, being May 1st and continuing until (**END DATE September 30**th.

TERMS

A MINNESOTA STATE TAX FORM ST-19 SHALL BE FILLED OUT EVERY YEAR WITH LEASE All paperwork must be filled out before Agreement is valid.

ALL SALES TAXES WILL BE PAID BY **(DFA)** WITHIN MINNESOTA STATE LAW MAINTENANCE FEE OF \$200.00 A YEAR FOR **FAIR BOARDS EQUIPMENT. DFA is** responsible for their own GROOMING of ARENA FLOORS, FUEL, REPAIR AND MAINTENANCE OF EQUIPMENT USED FOR THE **(DFA). FBA will** pay tax on portion of stall rental from the DFA.

1. Ongoing and current schedules of the schedules of the DFA and all fairgrounds activities (racing, hockey.) Shall be shared by the DFA and FBA. A designated member from each board shall coordinate schedule management throughout the agreement terms.

2. Minimum stall rental charged by either party per event shall be \$15.00 plus sales tax per stall, per day.
The stall rental fee will be used for barn, arena and stall maintenance/ improvements to the barn on a regular basis. To avoid conflict, the FBA shall provide ample notification to DFA of stall rental for DFA contracted events, (With the exception of fair week.) Payment to the FBA will occur at a minimum, twice during the lease term, mid-summer and end of season.

Rental cost for the DFA will be \$3,400 per year. 1/2 in July 1/2 by October 1st that includes \$1000.00 for mowing of the DFA Total Rental cost \$3400.00.

3. The DFA shall be responsible for the Minnesota Power electric bill for the arena and the barn buildings during the lease term, excluding the month of July. Less than a full month use of the DFA lease term shall allow for expenses to be prorated accordingly.

4. The DFA shall be responsible for the water bill for the arena and barn buildings during the lease term, excluding the month of August. Less than a full month use of the DFA lease term shall allow for expenses to be prorated accordingly.

5. The DFA shall be responsible for the management, service, billing, and expense of **the trash dumpster** for the DFA but, reserves the right to bill the FBA (or applicable association) for dumping expenses incurred for other than DFA arena use. DFA will be responsible to set up of arena and stalls for their season and to break down by sept 30th of each season.

6. The DFA accepts responsibility for **clean-up** of the indoor and warm-up arenas, all parking areas, stalls and grounds used and **restrooms immediately** following every DFA contracted, managed or sponsored event using the "**CHECK IN/OUT**" form (attachment #1) when necessary. Stall cleaning must be completed in a timely manner, prior to a following event.

7. The FBA shall provide manure management (dump and disposal) at the DFA'S request. The DFA and or any arena users shall not be authorized to operate the fairgrounds equipment. Permission for operation may be granted by any FBA member. Operation by unauthorized individuals when no FBA member is available shall hold the DFA board or its membership liable and responsible DFA will be liable for all lawn clean up around DFA and Horse Barns.

8. The DFA will maintain required Insurance liability, a copy of which is provided for the FBA files every year per Annual Agreement. DFA shall accept responsibility for damages as covered in policy. At least the minimum amount of \$500,000 per person and \$1,500,000 per occurrence, or otherwise set forth as statutory limits of Minnesota Statute, Chapter 466. Further, all insurance policies shall name FBA & City of Proctor co-insured with DFA. Duly executed Certificates of Insurance shall meet with property management no later than Jan 31st of each year. All paper work must be turned in before contract will be signed. A special event application must be filled out and approved of for any separate show.

9. The DFA supports fairgrounds security, instructing all arena users in proper lock-up procedures as outlined by FBA. As fairgrounds supports a high volume and wide variety of traffic, the DFA shall not be responsible, or liable for enforcement of fairgrounds security beyond the DFA.

10. The DFA shall submit in writing any recommendations, suggestions or requests regarding any forms of improvement, alteration, repair or replacement of barns, stalls, parking lots, warm up and indoor arenas to FBA.

The Fair Board Association agrees:

- A. To provide fair consideration to all submissions in a timely manner.
- B. To process all requests to City of Proctor, MN and property managers.
- C. To allow DFA Board members to participate in all presentations and considerations of their submissions

11. The DFA shall assist with compliance of property posted speed limit and parking. The conditions of this agreement as outlined above are for the period of:

May 1, 2023 through September 30th, 2023.

12 This agreement includes that at all times the So.St. Louis County Fair Association - Proctor has the rights over all premises and properties of the So.St. Louis County Fair Grounds - Proctor (i.e. race track, RC Track, Soccer fields, etc.)

So. St. Louis County Fair - Proctor

Dave Lucia Mary Kent President 2-25-Date 213 AZ 3 Aliso Secretary; Date 2/25/23 **Dirt Floor Arena** President 13/23 Date Secretary Lig Date ____ 23

Proctor City Administrator

B

City of Proctor Mayor

e phil By;

Facilities Management Agreement Lakehead racing Association

THIS AGREEMENT made and entered into effective as of the 24 day of 4eb, 2023, by and between the SOUTH SAINT LOUIS COUNTY FAIR ASSOCIATION-PROCTOR, MINNESOTA, a non-profit 501c3 entity body corporation politic existing under the laws of the State of Minnesota, hereinafter referred to as the FAIR ASSOCIATION and LAKEHEAD RACING ASSOCIATION, a Minnesota corporation, hereinafter referred to as the RACING ASSOCIATION.

WHEREAS the FAIR ASSOCIATION desires to retain an independent contract to operate the Proctor Speedway facilities including the grandstand, racetrack and concessions on real property legally described as follows: SW1/4 of SW1/4 of Section 2, Township 49, Range 15 and,

WHEREAS the RACING ASSOCIATION is experienced in operating the facility and is willing an able to operate the facility.

NOW, THEREFORE, the FAIR ASSOCIATION and the RACING ASSOCIATION agree as follows:

TERM:-This Agreement shall be for one (1) year period beginning January 1, 2023, through December 31, 2023 unless terminated by either party giving 60 days' notice.

1. The RACING ASSOCIATION is willing and able to operate the Proctor Speedway and this Agreement is in consideration of mutual covenants of the parties and there is no paid by the RACING ASSOCIATION to the FAIR ASSOCIATION.

2. The RACING ASSOCIATION agrees to confine its activities on said premises, to automobile racing, including auto thrill shows, destruction derbies, enduro, snowmobile racing, plus other events mutually agreed upon by both parties. The rental terms of this agreement shall not apply to any other uses. No subletting of any of the property unless mutually agreed upon by both parties. All state and local licenses must be up to date. Copies of all State Food Certificates must be provided to Fair Association before opening.

3. The RACING ASSOCIATION does hereby agree to assume and accept all liability for any injuries sustained on said premises to spectators, employees, racing personal, participant and/or to said property. The RACING ASSOCIATION Shall insure itself and the FAIR ASSOCIATION against all such liabilities and damages resulting in the operation of said events, except weather or fire losses.

4. The RACING ASSOCIATION shall at its own expense, pay its own tax liabilities for all events that the RACING ASSOCIATION engages. The RACING ASSOCIATION shall at its own expense: Keep and maintain liability insurance coverage throughout the entire term of this lease agreement. Add extensions thereof, for all personal or property damage occurring on the lease premises. All liability insurance shall be for at least the minimum amount of \$500,000.00 per person and \$1,500,000.00, or as otherwise set forth as the Statutory Liability Limits of MN. Stat. Chapter 466. Further, all insurance policies shall name the "So. St. Louis County Fair Assn – Proctor" and the City of Proctor, MN as co-insured with the RACING ASSOCIATION. Duly executed Certificate of Insurance shall be attached to this Agreement. All Certificates and paperwork must be turned in before Agreement will be Approved. Papers for covid and other diseases must be filled out before any contract will be signed. Special event application must be filled out for all shows other than regular races. An ST19 will be provided

5. The RACING ASSOCIATION hereby agrees to assume and accept the responsibility for repairs and maintenance to any equipment owned by the FAIR ASSOCIATION Board and being used by the RACING ASSOCIATION for any

event. No equipment owned by FAIR ASSOCIATION may be removed from the property without approval of the FAIR ASSOCIATION. The RACING ASSOCIATION hereby agrees to assume and accept the responsibility to supply and pay for sufficient help to sell and collect all ticket for admission and taxes to aid events, and to have enough security to keep order among patrons and employees. Maintenance records shall be kept on all repairs and maintenance of equipment.

6. The RACING ASSOCIATION hereby agrees to furnish fire equipment and EMT services at all races. Maintain and keep the racetrack in good condition during race season. Maintain all supplies, (sanitary, etc.) and clean the washrooms, except for five days of the fair. The washrooms shall be cleaned by 8:00 am the morning after an event. The ground shall be cleaned, and ALL garbage cans emptied within twenty-four (24) hours of the event.

7. It is expressly understood and agreed to by the FAIR ASSOCIATION and the RACING ASSOCIATION that the RACING ASSOCIATION shall have the right to remove upon termination of the AGREEMENT for any reason the temporary portable bleacher, (approximately sixty-six (66) feet in length), which belongs to the RACING ASSOCIATION.

8. The RACING ASSOCIATION further agrees to limit the racing and similar activities to CONCLUDE NO LATER THAN 10:30 PM (EXCEPTIONS BEING THREE DESIGNATED SPECIALS AND THE SILVER 1000).

9. The RACING ASSOCIATION further agrees to keep and maintain at their cost, the lighting system associated with the racetrack, including any maintenance on concessions and all materials or labor necessary to repair said systems.

10. It is agreed that during the exclusive occupancy term of the RACING ASSOCIATION, the FAIR ASSOCIATION may use said premises for other activities so long as said activities do not interfere with the needs and requirements of the RACING ASSOCIATION hereunder. Further, should FAIR ASSOCIATION use said premises and kitchen equipment, it shall be responsible for maintenance and utilities during said activity and shall thereafter put the premises back into the condition existing prior to said activity, at no cost or expense of the RACING ASSOCIATION. The FAIR ASSOCIATION and RACING ASSOCIATION shall exchange activity schedule to facilitate orderly scheduling of activities for both parties. Sublessees shall also provide FAIR ASSOCIATION with activity schedules.

11. The Racing Association will reimburse the FAIR ASSOCIATION \$5,000 a year for the payment of utilities including but not limited to water, wastewater, electric, gas, internet, and telephone in 5 equal installments.

IN WITNESS THEREOF, the parties hereto have hereunto affixed their respective signatures this $\underbrace{\mathcal{G}}^{\mathcal{H}}_{\mathcal{M}}$ day of March 2023.

SOUTH SAINT LOUIS COUNTY FAIR - PROCTOR

PRESIDENT Lang Luca SECRETARY Many DATE 2-25-23 **CITY OF PROCTOR** CITY ADMINISTRATOR DATE 3.6.202

LAKEHEAD RACING ASSOCIATION anno PRESIDENT

um SECRETAR) DATE 02/08/2023

Management Agreement

Between

The South St. Louis County Fair Board Association - Proctor (FBA)

The Dirt Floor Arena of Directors (DFA)

The Dirt Floor Arena Board of Directors (**DFA**) maintains a "Management Agreement" with South St. Louis County fair assn. -Proctor to manage the dirt floor arena building as a community use facility for the period of May 1st through September 30th of each year. The DFA shall also maintain a " Use Agreement" with the So. St. Louis County Fair Association -Proctor (**FBA**) relating to management of the arena for rental and community use on fair grounds property, in conjunction with the FBA, being May 1st and continuing until (**END DATE September 30th.of every year.**

TERMS

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A MINNESOTA STATE TAX FORM ST-19 SHALL BE FILLED OUT EVERY YEAR WITH LEASE All paperwork must be filled out before Agreement is valid. The financial report from past year must accompany all paperwork.

ALL SALES TAXES WILL BE PAID BY **(DFA)** WITHIN MINNESOTA STATE LAW MAINTENANCE FEE OF \$200.00 A YEAR FOR **FAIR BOARDS EQUIPMENT. DFA is** responsible for their own GROOMING of ARENA FLOORS, FUEL, REPAIR AND MAINTENANCE OF EQUIPMENT USED FOR THE **(DFA). FBA will** pay tax on portion of stall rental from the DFA.

1. Ongoing and current schedules of the schedules of the DFA and all fairgrounds' activities (**racing, hockey.**) **Shall be shared** by the DFA and FBA. A designated member from each board shall coordinate schedule management throughout the agreement terms.

2. Minimum stall rental charged by either party per event shall be \$15.00 plus sales tax per stall, per day. The stall rental fee will be used for barn, arena and stall maintenance/ improvements to the barn on a regular basis. To avoid conflict, the FBA shall provide ample notification to DFA of stall rental for DFA contracted events, (With the exception of fair week.) Payment to the FBA will occur at a minimum, twice during the lease term, mid-summer and end of season.

Rental cost for the DFA will be \$3,400 per year. 1/2 in July 1/2 by October 1st that includes \$1000.00 for mowing of the DFA Total Rental cost \$3400.00.

3. The DFA shall be responsible for the Minnesota Power electric bill for the arena and the barn buildings during the lease term, excluding the month of July. Less than a full month use of the DFA lease term shall allow for expenses to be prorated accordingly.

4. The DFA shall be responsible for the water bill for the arena and barn buildings during the lease term, excluding the month of August. Less than a full month use of the DFA lease term shall allow for expenses to be prorated accordingly.

5. The DFA shall be responsible for the management, service, billing, and expense of **the trash dumpster** for the DFA but, reserves the right to bill the FBA (or applicable association) for dumping expenses incurred for other than DFA arena use. DFA will be responsible to set up of arena and stalls for their season and to break down by sept 30th

of each season.

6. The DFA accepts responsibility for **clean-up** of the indoor and warm-up arenas, all parking areas, stalls and grounds used and **restrooms immediately** following every DFA contracted, managed or sponsored event using the "**CHECK IN/OUT**" form (attachment #1) when necessary. Stall cleaning must be completed in a timely manner, prior to a following event.

7. The FBA shall provide manure management (dump and disposal) at the DFA'S request. The DFA and or any arena users shall not be authorized to operate the fairgrounds equipment. Permission for operation may be granted by any FBA member. Operation by unauthorized individuals when no FBA member is available shall hold the DFA board or its membership liable and responsible DFA will be liable for all lawn clean up around DFA and Horse Barns.

8. The DFA will maintain required Insurance liability, a copy of which is provided for the FBA files every year per Annual Agreement. DFA shall accept responsibility for damages as covered in policy. At least the minimum amount of \$500,000 per person and \$1,500,000 per occurrence, or otherwise set forth as statutory limits of Minnesota Statute, Chapter 466. Further, all insurance policies shall name FBA & City of Proctor co-insured with DFA. Duly executed Certificates of Insurance shall meet with property management no later than Jan 31st of each year. All paper work must be turned in before contract will be signed. A special event application must be filled out and approved of for any separate show.

9. The DFA supports fairgrounds security, instructing all arena users in proper lock-up procedures as outlined by FBA. As fairgrounds supports a high volume and wide variety of traffic, the DFA shall not be responsible, or liable for enforcement of fairgrounds security beyond the DFA.

10. The DFA shall submit in writing any recommendations, suggestions or requests regarding any forms of improvement, alteration, repair or replacement of barns, stalls, parking lots, warm up and indoor arenas to FBA.

The Fair Board Association agrees:

- A. To provide fair consideration to all submissions in a timely manner.
- B. To process all requests to City of Proctor, MN and property managers.
- C. To allow DFA Board members to participate in all presentations and considerations of their submissions.

11. The DFA shall assist with compliance of property posted speed limit and parking. The conditions of this agreement as outlined above are for the period of:

May 1, 2024 through September 30th, 2024 and the first week of Oct.

12 This agreement includes that at all times the So.St. Louis County Fair Association - Proctor has the rights over all premises and properties of the So.St. Louis County Fair Grounds - Proctor (i.e. race track, RC Track, Soccer fields, etc.)

So. St. Louis County Fair - Proctor

President Dave Tine Date 2 19 - 24 Secretary; Maugherica Date 2-0

1.58

Dirt Floor Arena

President_ Date 2/21 24 ule Edm Secretary Date

Proctor City Administrator

City of Proctor Mayor

BY;_____

Ву;_____

Facilities Management Agreement Lakehead Racing Association

THIS AGREEMENT made and entered into effective as of the $2 - \frac{19}{2}$ day of $\frac{1}{1200}$, 2024, by and between the SOUTH SAINT LOUIS COUNTY FAIR ASSOCIATION-PROCTOR, MINNESOTA, a non-profit 501c3 entity body corporation politic existing under the laws of the State of Minnesota, hereinafter referred to as the FAIR ASSOCIATION and LAKEHEAD RACING ASSOCIATION, a Minnesota corporation, hereinafter referred to as the RACING ASSOCIATION.

WHEREAS the FAIR ASSOCIATION desires to retain an independent contract to operate the Proctor Speedway facilities including the racetrack office, grandstand, racetrack and concessions on real property legally described as follows: SW1/4 of SW1/4 of Section 2, Township 49, Range 15 and,

WHEREAS the RACING ASSOCIATION is experienced in operating the facility and is willing and able to operate the facility.

NOW, THEREFORE, the FAIR ASSOCIATION and the RACING ASSOCIATION agree as follows:

TERM:-This Agreement shall be for a one (1) year period beginning March 1, 2024, through March 31, 2025, unless terminated by either party giving 60 days' notice.

1. The RACING ASSOCIATION is willing and able to operate the Proctor Speedway and this Agreement is in consideration of mutual covenants of the parties and there is no paid by the RACING ASSOCIATION to the FAIR ASSOCIATION.

2. The RACING ASSOCIATION agrees to confine its activities on said premises to automobile racing, including auto thrill shows, destruction derbies, enduro, snowmobile racing, plus other events mutually agreed upon by both parties. The rental terms of this agreement shall not apply to any other users. No subletting **of** any of the property unless mutually agreed upon by both parties. All state and local licenses must be up to date. Copies of all State and local licenses like Food Certificates and all insurance certificates must be turned in to fair Association **including past years financial report**. This Must be provided_to Fair Association before any contract will be signed by fair Association. Then and only then will the racing association be able to operate. The Fair Association we have first choice of what is operating on grounds for the week of the Fair.

3. The RACING ASSOCIATION does hereby agree to assume and accept all liability for any injuries sustained on said premises to spectators, employees, racing personnel, participant and/or to said property. The RACING ASSOCIATION Shall insure itself and the FAIR ASSOCIATION against all such liabilities and damages resulting in the operation of said events, except weather or fire losses.

4. The RACING ASSOCIATION shall, at its own expense, pay its own tax liabilities for all events that the RACING ASSOCIATION engages. The RACING ASSOCIATION shall at its own expense: Keep and maintain liability insurance coverage throughout the entire term of this lease agreement. Add extensions thereof, for all personal or property damage occurring on the lease premises. All liability insurance shall be for at least the minimum amount of \$500,000.00 per person and \$1,500,000.00, or as otherwise set forth as the Statutory Liability Limits of MN. Stat. Chapter 466. Further, all insurance policies shall name the "So. St. Louis County Fair Assn – Proctor" and the City of Proctor, MN as co-insured with the RACING ASSOCIATION. Duly executed Certificate of Insurance shall be attached to this Agreement. All Certificates and paperwork must be turned in <u>before</u> <u>Agreement will be Approved</u>. Papers for covid and other diseases must be filled out before any contract is signed. Special event applications must be filled out for all shows other than regular races. An ST19 will be provided. All paperwork must go through Fair Association, the fair association will provide all paperwork to city of Proctor for their approval.

5. The RACING ASSOCIATION hereby agrees to assume and accept the responsibility for repairs and maintenance to any equipment owned by the FAIR ASSOCIATION Board and being used by the RACING ASSOCIATION for any event. No equipment owned by FAIR ASSOCIATION may be removed from the property without approval of the FAIR ASSOCIATION. The RACING ASSOCIATION hereby agrees to assume and accept the responsibility to supply and pay for sufficient help to sell and collect all tickets for admission and taxes to aid events, and to have enough security to keep order among patrons and employees. Maintenance records shall be kept on all repairs and maintenance of equipment.

6. The RACING ASSOCIATION hereby agrees to furnish fire equipment and EMT services at all races. Maintain and keep the racetrack in good condition during race season. Maintain all supplies, (sanitary, etc.) and clean the washrooms, except for five days of the fair. The fair Association have full run of the racetrack five days of the fair. The washrooms shall be cleaned by 8:00 am, the morning after an event. The ground shall be cleaned, and ALL garbage cans emptied within twenty-four (24) hours of the event.

7. It is expressly understood and agreed to by the FAIR ASSOCIATION and the RACING ASSOCIATION that the RACING ASSOCIATION shall have the right to remove upon termination of the AGREEMENT for any reason the temporary portable bleacher, (approximately sixty-six (66) feet in length), which belongs to the RACING ASSOCIATION. The Fair Association has the right to put the entity up for bid after the contract expires .

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8. The RACING ASSOCIATION further agrees to limit the racing and similar activities to CONCLUDE NO LATER THAN 10:30 PM (EXCEPTIONS BEING THREE DESIGNATED SPECIALS AND SILVER 1000).

9. The RACING ASSOCIATION further agrees to keep and maintain at their cost, the lighting system associated with the racetrack, including the racetrack's office any maintenance on concessions and all materials or labor necessary to repair said systems. And the racing association is liable for all snow removal to their building if they are using them in winter.

10. It is agreed that during the exclusive occupancy term of Lakehead RACING ASSOCIATION, the FAIR ASSOCIATION may use said premises for other activities during the week of the fair so long as said activities do not interfere with the needs and requirements of the RACING ASSOCIATION schedule. Further, should FAIR ASSOCIATION use said premises and kitchen equipment, it shall be responsible for maintenance and utilities during said activity and shall thereafter put the premises back into the condition existing prior to said activity, at no cost or expense of the RACING ASSOCIATION. The FAIR ASSOCIATION and RACING ASSOCIATION shall exchange activity schedules to facilitate orderly scheduling of activities for both parties. Sublessees shall also provide the FAIR ASSOCIATION with activity schedules and a copy of their lease and insurance certificate every year. Sublease language taken out.

11. The Racing Association will reimburse the FAIR ASSOCIATION \$5,000 a year for the payment of utilities including but not limited to water, wastewater, electricity, of all racetrack buildings including racetrack office gas, internet, and telephone in 5 equal installments. Of \$1000 until all \$5.000 is Paid. Plus, office utilities.

IN WITNESS THEREOF, the parties hereto have hereunto affixed their respective signatures this $\frac{19}{100}$ day of $\frac{19}{100}$ 2024.

SOUTH SAINT LOUIS COUNTY FAIR - PROCTOR

PRESIDENT Daws Lun SECRETARY Mangkersh

DATE 2-19-24

CITY OF PROCTOR

CITY ADMINISTRATOR

MAYOR_____

DATE 2-17-2024

DATE_____

PRESIDENT Michae Donnahuer SECRETARY Billie Suomahuer

LAKEHEAD RACING ASSOCIATIO

DATE

Payment Approval Report - City Report dates: 1/1/2022-12/31/2024

General Fund

Report Criteria: Detail report.

Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = {<>}"600" Vendor.Vendor type = {<>} "PR" [Report].Date Paid = 03/04/2024

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
A-1 FENCE CON	IPANY			
244	PLAYGROUND FENCE	02/26/2024	1,830.05	300-30-330-3015 Contractor
Total A-1 F	ENCE COMPANY:		1,830.05	
ACME TOOLS				
12437745	PRUNERS	02/21/2024	34.99	500-50-510-2210 Operating Supplies
Total ACM	E TOOLS:		34.99	
CENTURYLINK				
2.10.24.1707	ALARM SYSTEM - WESTGATE LIFT STATION	02/10/2024	46.24	500-50-510-3021 Telephone
2.10.24.2630	ALARM SYSTEM - ALMAC LIFT STATION	02/10/2024	46.24	500-50-510-3021 Telephone
2-10-24FD	LAST CENTURYLINK PHONE BILL	02/10/2024	24.43	100-20-220-3021 Telephone
Total CEN	TURYLINK :		116.91	
CINTAS				
5199228977	FIRST AID SUPPLIES	02/23/2024	51.31	100-30-300-2214 Safety Items
Total CINT.	AS:		51.31	
COONS AGGRE	GATE			
3244	AGGREGATE FOR TRAILS	12/12/2023	1,871.30	100-30-300-3015 Contractor
3247	AGGREGATE FOR TRAILS	12/13/2023	1,902.22	100-30-300-3015 Contractor
3329	AGGREGATE FOR TRAILS	02/12/2024	2,292.96	300-30-330-3015 Contractor
Total COO	NS AGGREGATE:		6,066.48	
DISPLAY SALES	3			
NV2236	FLAGS FOR FIRE HALL	02/23/2024	256.50	100-20-220-2210 Operating Supplies
NV2236	FLAGS FOR CITY HALL	02/23/2024	334.50	100-10-130-2210 Operating Supplies
Total DISP	LAY SALES:		591.00	
ELAN CORPOR	ATE PAYMENT SYSTEMS			
18606	BO LICENSE TRAINING	02/15/2024	110.00	100-10-180-3035 Training Expense
Total ELAN	N CORPORATE PAYMENT SYSTEMS:		110.00	
ESSENTIA HEAI	LTH			
	DRUG TESTING FEE - ANDERSON	02/07/2024	30.00	100-30-300-3005 Medical & Dental Fees
Total ESSE	ENTIA HEALTH :		30.00	
GRAND FORKS	FIRE EQUIPMENT LLC			
40069	MULTI GAS DETECTOR	02/15/2024	1,295.04	100-20-220-2210 Operating Supplies

City of Proctor		yment Approval Report - City ort dates: 1/1/2022-12/31/2024		Page: 2 Mar 01, 2024 10:07AM
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total GRA	ND FORKS FIRE EQUIPMENT LLC:		1,295.04	
GRAYBAR ELE				
9335697229	CITY HALL PARKING LOT LIGHTS	01/24/2024	252.54	100-10-130-2210 Operating Supplies
Total GRA	YBAR ELECTRIC CO :		252.54	
	CA FINANCIAL SERVICE			
36015522 36015523	AGREEMENT 007-1813067-000 - BIZHUB C360I COP AGREEMENT 009-1813070-000 - BIZHUB C360I COP			100-20-210-4400Repairs & Maintenanc100-10-120-4400Repairs & Maintenanc
Total GRE	AT AMERICA FINANCIAL SERVICE:		345.16	
HARTELS/DBJ	DISPOSAL COMPANY			
1025694 1025694	TRASH REMOVAL SERVICES - CITY OF PROCTOR REFUSE DISPOSAL - STREET DEPT TRASH PICKUP	02/25/2024 02/25/2024		100-10-130-3084 Refuse Disposal 100-30-300-3084 Refuse Disposal
Total HAR	TELS/DBJ DISPOSAL COMPANY:		569.52	
INTEGRATED C	OFFICE SOLUTIONS			
INV224386	KONICA/C3601 EQUIPMENT AGREEMENT	02/01/2024	118.09	100-20-210-2210 Operating Supplies
Total INTE	GRATED OFFICE SOLUTIONS:		118.09	
INTEGRIS LLC 529071	UPGRADE CITY HALL SERVERS	02/29/2024	13,129.00	100-10-120-5580 Other Equipment Purc
Total INTE	GRIS LLC:		13,129.00	
KBJR-TV 3438752	SPRING CAMPAIGN MARKETING	02/23/2024	4,000.00	100-15-115-3040 Advertising
Total KBJF	R-TV:		4,000.00	
KRIS BRYANT				
2-28-24FD	CLEANING SUPPLIES	02/28/2024	101.40	100-20-220-2210 Operating Supplies
Total KRIS	BRYANT:		101.40	
MEDIACOM				
1367-020224 P	TELEPHONE & INTERNET	02/09/2024	199.00	100-20-220-3021 Telephone
Total MED	IACOM:		199.00	
MINNESOTA EN	NERGY RESOURCES			
4915453465	0502214174-00001 STREET GARAGE GAS	02/12/2024		100-30-300-3080 Utilities
4915773592 4915935761	0504812808-00001 GAS UTILITY FIRE HALL 0503508588-00001 CITY HALL	02/12/2024 02/12/2024		100-20-220-3080 Utilities 100-10-130-3080 Utilities
Total MIN	NESOTA ENERGY RESOURCES:		1,797.17	
MN STATE FIPE	DEPT ASSOCIATION			
2-24-24FD	MSFDA MEMBERSHIP DUES	02/24/2024	225.00	100-20-220-4433 Dues & Subscriptions
Total MN S	STATE FIRE DEPT ASSOCIATION:		225.00	

City of Proctor	F	Payment Approval Report - City Report dates: 1/1/2022-12/31/2024			Page: Mar 01, 2024 10:07AN
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Acc	ount and Title
PROCTOR JOU					
38308	CITY COUNCIL MINUTES 1.16.24	02/21/2024	252.77	100-10-110-3052	General Notices & Pub
Total PRO	CTOR JOURNAL:		252.77		
PUBLIC UTILITI	IES COMMISSION				
1016550000-0	UTILITIES - BDRY AVE & 135 LIFT STATION	01/18/2024	129.72	500-50-510-3080	Utilities
1108100000-02	UTILITIES - CITY HALL	01/18/2024	1,232.99	100-10-130-3080	Utilities
1108200000-02	UTILITIES - CITY GARAGE	01/18/2024	512.59	100-30-300-3080	Utilities
1108850000-02	UTILITIES - CONCESSION STAND #2	01/18/2024	11.24	100-40-410-3080	Utilities
1112360000-02	UTILITIES - ALMAC DR LIFT STATION	01/18/2024	18.20	500-50-510-3080	Utilities
1127050000-02	UTILITIES - 225 FIFTH AVE - FIRE DEPT	01/23/2024	1,052.56	100-20-220-3080	Utilities
1191300000-02	UTILITIES-SAND/SALT FACILITY	01/18/2024	18.02	100-30-300-3080	Utilities
Total PUB	LIC UTILITIES COMMISSION:		2,975.32		
RASMUSSON C	LEANING SERVICE LLC				
001351	CLEANING SERVICES	02/20/2024	3,575.00	100-10-130-3000	Professional Services
Total RAS	MUSSON CLEANING SERVICE LLC:		3,575.00		
	APER & SUPPLY, INC				
587584	CLEANING SUPPLIES	02/22/2024	47.41	100-10-130-2211	Cleaning Supplies
Total TWIN	N PORTS PAPER & SUPPLY, INC:		47.41		
VC3 INC.					
133937	IT SERVICES	02/20/2024	175.00	100-20-210-3009	Computer Services
136762	MITEL PHONE SERVICE CALL - STREET GARAG	E 02/20/2024	481.26	100-10-120-4400	Repairs & Maintenanc
Total VC3	INC.:		656.26		
VIKING INDUST	RIAL CENTER				
3282909	SAFETY ITEMS	02/02/2024	150.55	100-30-300-2214	Safety Items
Total VIKI	NG INDUSTRIAL CENTER:		150.55		
Grand Tota	als:		38,519.97		

Report Criteria: Detail report. Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = {<>}"600" Vendor.Vendor type = {<>} "PR" [Report].Date Paid = 03/04/2024

Payment Approval Report - Liquor Report dates: 1/1/2023-12/31/2024

Report Criteria:

Detail report. Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = "600" [Report].Date Paid = 03/04/2024

Liquor Fund

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
ADT SECURITY				
2-13-24	ADT SECURITY MONITORING	02/13/2024	20.92	600-60-600-4443 Security Systems
Total ADT	SECURITY SERVICES:		20.92	
ARTISAN BEEF	R COMPANY			
3660900	BEER	02/16/2024	326.10	600-60-600-2252 Beer Purchases
3660901	THC	02/16/2024	221.45	600-60-600-2255 THC Products
3662375	BEER	03/23/2024	101.50	600-60-600-2252 Beer Purchases
662376	BEER	03/23/2024	636.75	600-60-600-2252 Beer Purchases
Total ART	ISAN BEER COMPANY:		1,285.80	
	PSI			
30081758	THC	02/21/2024	503.00	600-60-600-2255 THC Products
80081759	BEER	02/21/2024	2,720.30	600-60-600-2252 Beer Purchases
0083078	BEER	02/28/2024	3,262.70	600-60-600-2252 Beer Purchases
Total BER	NICKS PEPSI:		6,486.00	
BREAKTHRU B	BEVERAGE			
14500963	LIQUOR	02/22/2024	256.50	600-60-600-2251 Liquor Purchases
14503040	SERVICE FEE	02/22/2024	83.25	600-60-600-3033 Freight & Express
14503040	LIQUOR	02/22/2024	4,037.80	600-60-600-2251 Liquor Purchases
14605344	SERVICE FEE	02/29/2024	7.70	600-60-600-3033 Freight & Express
14605344	LIQUOR	02/29/2024	369.20	600-60-600-2251 Liquor Purchases
11961566	SERVICE FEE	02/16/2024	3.70-	600-60-600-3033 Freight & Express
11961566	LIQUOR	02/16/2024	333.00-	600-60-600-2251 Liquor Purchases
Total BRE	AKTHRU BEVERAGE:		4,417.75	
&L DISTRIBU	TING			
856075	BEER	02/20/2024	270.00-	600-60-600-2252 Beer Purchases
856076	SHIPPING	02/20/2024	3.00	600-60-600-3033 Freight & Express
856076	BEER	02/20/2024	474.45	600-60-600-2252 Beer Purchases
859825	SHIPPING	02/27/2024	3.00	600-60-600-3033 Freight & Express
859825	BEER	02/27/2024	1,270.15	600-60-600-2252 Beer Purchases
861071	SHIPPING	02/29/2024		600-60-600-3033 Freight & Express
861071	BEER	02/29/2024		600-60-600-2252 Beer Purchases
752000214	BEER	02/27/2024		600-60-600-2252 Beer Purchases
752000216	BEER	02/29/2024	446.00-	600-60-600-2252 Beer Purchases
Total C&L	DISTRIBUTING:		1,814.62	
CINTAS				
	MATS	02/26/2024	180.86	600-60-600-2210 Operating Supplies
184459924				

Invide Invide CCA COLA BOTTLING CO. 281.35 600-60-600-2284. Soft Drinks & Mox Table COCA COLA BOTTLING CO. 281.35 600-60-600-2284. Soft Drinks & Mox Table COCA COLA BOTTLING CO. 281.35 600-60-600-2284. Soft Drinks & Mox Table COCA COLA BOTTLING CO. 281.35 600-60-600-3084. Refuse Disposal Table COCA COLA BOTTLING CO. 201.74 600-60-600-3084. Refuse Disposal Table HARTELS/DBJ DISPOSAL COMPANY. 201.74 200.74 MNSON BROTHERS INC 2021/2024 60.40 600-60-600.3035. Fright & Express S0782 DEL/VERY CHARGE 0321/2024 60.40 600-600-00335. Wine Purchases S0783 DEL/VERY CHARGE 0322/2024 7.89 600-600-00335. Wine Purchases S0805 DEL/VERY CHARGE 0328/2024 8.82 600-600-00335. Wine Purchases S0805 DEL/VERY CHARGE 0328/2024 8.88 600-600-00335. Fright & Express S0105 DEL/VERY CHARGE 0328/2024 8.84 600-600-00335. Fright & Express S0105 DEL/VERY CHARGE 0228/2024 1.86 600-600-00333. Fright	City of Proctor		ayment Approval Report - Liquor eport dates: 1/1/2023-12/31/2024		Page: Mar 01, 2024 10:09Al
1447 SOD 02202024 261.35 600-600-2254 Sol Disks & Mix Total COCA COL A BOTTLING CO: 261.35 261.35 Intel COCA COL A BOTTLING CO: 201.74 600-600-3034 Reline Disposal Total HARTEL SIDBJ DISPOSAL COMPANY 204.74 600-60-600-3034 Reline Disposal Stati HARTEL SIDBJ DISPOSAL COMPANY: 204.74 600-60-000-3034 Reline Disposal NINSON BROTHERS IN 0225/2024 201.8 600-60-000-3033 Fright & Express Stati HARTEL SIDBJ DISPOSAL COMPANY: 201.72 604-500-3033 Fright & Express Stati MARTEL SIDBJ DISPOSAL COMPANY: 201.72 604-500-3033 Fright & Express Stati COLUOR 0321/2024 433.92 600-60-00-3033 Fright & Express Stati COLUOR 0321/2024 13.08 600-60-00-3033 Fright & Express Stati COLUOR 0328/2024 7.08 600-60-00-3033 Fright & Express Stati COLUOR 0328/2024 7.08 600-60-00-3033 Fright & Express Stati COLUOR 0328/2024 7.08 600-60	Invoice Number	Description	Invoice Date		GL Account and Title
Total COCA COLA BOTTLING CO: 281.35 INTELSIDBJ DISPOSAL COMPANY 225/202 20.4.74 600-60-00-3034 Roluse Disposal Total HARTELSIDBJ DISPOSAL COMPANY: 204.74 204.74 204.74 Total HARTELSIDBJ DISPOSAL COMPANY: 204.74 204.74 204.74 MNSON BROTHERS INC 204.74 606.46.00-04033 Freight & Express B8782 DELIVERY CHARGE 0321/2024 61.66 600-60-00-2251 Liguor Purchases B8783 DELIVERY CHARGE 0321/2024 61.64 600-60-00-2251 Liguor Purchases B8783 DELIVERY CHARGE 0223/2024 61.38 600-60-00-2251 Liguor Purchases B8955 DELIVERY CHARGE 0223/2024 61.96 600-60-00-2251 Liguor Purchases B1056 DELIVERY CHARGE 0223/2024 61.96 600-60-00-2251 Liguor Purchases B1056 DELIVERY CHARGE 0223/2024 53.06 600-60-00-2251 Liguor Purchases B1056 DELIVERY CHARGE 0222/2024 53.06 600-60-00-2251 Liguor Purchases B1056 DELIVERY CHARGE 0222/2024 53.06 600-60-00-2251 Liguor Purchase	COCA COLA BO	DTTLING CO			
RTELSIOBJ DISPOSAL COMPANY 22474 600-60-0303 Refuse Disposal Total HARTELSIDBJ DISPOSAL COMPANY: 204.74 204.74 HNSON BROTHERS INC 204.74 600-600-3033 Freight & Express B8782 LIQUOR 0321/0224 64.66 600-600-3033 Freight & Express B8783 DELIVERY CHARGE 0321/0224 13.84 600-600-3033 Freight & Express B8783 DELIVERY CHARGE 0321/0224 43.85 600-600-3033 Freight & Express B8805 DELIVERY CHARGE 0328/0204 7.89 600-600-3033 Freight & Express B1016 DELIVERY CHARGE 0328/0204 7.89 600-600-3033 Freight & Express B1016 DELIVERY CHARGE 0328/0204 7.89 600-600-3233 Freight & Express B1016 DELIVERY CHARGE 0328/0204 7.89 600-600-3233 Freight & Express B1016 DELIVERY CHARGE 0328/0204 7.80 600-600-3233 Freight & Express B1016 DELIVERY CHARGE 0222/02024 2.56 <td< td=""><td>3341447</td><td>SODA</td><td>02/20/2024</td><td>261.35</td><td>600-60-600-2254 Soft Drinks & Mix</td></td<>	3341447	SODA	02/20/2024	261.35	600-60-600-2254 Soft Drinks & Mix
25694 MOUNTAIN SPIRITS LIQUOR 2225/224 204.74 600-60-3034 Refuse Disposal Total HARTELS/DBJ DISPOSAL COMPANY: 204.74 600-600-3033 Freight & Express 98782 DELIVERY CHARGE 0321/0204 646.6 600-600-3033 Freight & Express 98783 DELIVERY CHARGE 0321/0204 13.84 600-600-3033 Freight & Express 98783 DELIVERY CHARGE 0321/0204 13.84 600-600-3033 Freight & Express 98783 DELIVERY CHARGE 0328/0204 13.81 600-600-3033 Freight & Express 98705 DELIVERY CHARGE 0328/0204 7.89 600-600-3033 Freight & Express 9105 DELIVERY CHARGE 0328/0204 4.87 600-600-3033 Freight & Express 9105 DELIVERY CHARGE 0328/0204 4.87 600-600-3235 Height & Express 9105 DELIVERY CHARGE 02222/0204 2.50 600-600-2235 Mior Purchases 9106 WHE 02222/0204 2.576.29 600-600-3033	Total COC	A COLA BOTTLING CO:		261.35	
Total HARTELS/DBJ DISPOSAL COMPANY: 201-74 HNSON BROTHERS INC 201-76 B6782 DELIVERY CHARGE 0321/2024 26.16 600-600-2035 Freight & Express B6783 DELIVERY CHARGE 0321/2024 15.46 600-600-2235 Wine Purchases B6783 DELIVERY CHARGE 0321/2024 15.45 600-600-2235 Wine Purchases B6783 DELIVERY CHARGE 0223/2024 15.31 600-600-2235 Wine Purchases B6783 DELIVERY CHARGE 0223/2024 8.32 600-600-2235 Wine Purchases B6805 DELIVERY CHARGE 0328/2024 4.58 600-600-2235 Wine Purchases B105 DELIVERY CHARGE 0328/2024 8.17 600-600-2235 Wine Purchases B106 WINE 0328/2024 2.56 600-600-2235 Wine Purchases B005 DELIVERY CHARGE 02/22024 2.56 600-600-2255 Wine Purchases B106 WINE 0328/2024 2.576.29 Express Tail JOHNSON BROTHERS I	HARTELS/DBJ	DISPOSAL COMPANY			
HNSON BROTHERS INC 28.12 20.11/EPY CHARGE 03.21/2024 28.16 600-60-600-2033 Freight & Express 86782 DELIVERY CHARGE 03.21/2024 16.46 600-60-600-2033 Freight & Express 86783 DELIVERY CHARGE 03.21/2024 14.33 600-60-600-2253 Wine Purchases 88805 DELIVERY CHARGE 02.223/2024 83.0 600-60-600-2251 Hupor Purchases 88905 DELIVERY CHARGE 03.228/2024 7.89 600-60-600-2251 Hupor Purchases 88105 DELIVERY CHARGE 03.228/2024 45.8.41 600-60-600-2251 Hupor Purchases 9105 DILOR 03.228/2024 45.8.01 600-60-600-2251 Hupor Purchases 9106 DELIVERY CHARGE 03.228/2024 45.8.00 600-60-600-2251 Hupor Purchases 9106 DELIVERY CHARGE 03.228/2024 45.8.00 600-60-600-2251 Hupor Purchases 7066 DELIVERY CHARGE 02.215/2024 5.3.06 600-60-600-2251 Hupor Purchases 7066 WINE 02.216/2024	1025694	MOUNTAIN SPIRITS LIQUOR	02/25/2024	204.74	600-60-600-3084 Refuse Disposal
B6782 DELWERY CHARGE 0321/024 26.16 60-60-600-303 Freight & Express B6782 LIQUOR 0321/2024 664.50 600-60-600-325 Higher & Express B6783 DELWERY CHARGE 0321/2024 43.92 600-60-600-303 Freight & Express B6783 WINE 0321/2024 43.92 600-60-600-303 Freight & Express B6783 WINE 0321/2024 43.92 600-60-600-303 Freight & Express B6783 ULVERY CHARGE 0223/2024 81.0 600-60-600-303 Freight & Express B8050 DELWERY CHARGE 0228/2024 45.81 600-60-600-323 Freight & Express B1106 DELWERY CHARGE 0328/2024 8.72 600-60-600-323 Freight & Express B1106 DELWERY CHARGE 0228/2024 8.72 600-60-600-323 Freight & Express B1106 DELWERY CHARGE 0228/2024 3.80 600-60-600-323 Freight & Express Total MICHAUD DISTRIBUTING COMPANY 2.576.29 15.95 600-60-600-333 Freight & Expre	Total HAR	TELS/DBJ DISPOSAL COMPANY:		204.74	
86782 LIQUOR 0321/2024 664.50 600-60-600-2251 Liquor Phrchases 88783 DELIVERY CHARGE 0321/2024 15.46 600-60-600-2251 Liquor Phrchases 88805 LIQUOR 2223/2024 13.81 600-60-600-2251 Liquor Phrchases 88805 DELIVERY CHARGE 0223/2024 13.81 600-60-600-2251 Liquor Phrchases 8805 LIQUOR 0228/2024 7.89 600-60-600-2251 Liquor Phrchases 8106 DELIVERY CHARGE 0328/2024 7.89 600-60-600-2351 Kiner Purchases 8106 DELIVERY CHARGE 0328/2024 458.81 600-60-600-2351 Kiner Purchases 9106 DELIVERY CHARGE 0328/2024 458.81 600-60-600-2351 Kiner Purchases 9106 DELIVERY CHARGE 0328/2024 28.00 600-60-600-2351 Kiner Purchases 7059 LIQUOR 2272/2024 2.16 600-60-600-2351 Kiner Purchases 7666 WINE 2.276.29 2.15 600-60-600-2352 Kiner Purchases	IOHNSON BRO	OTHERS INC			
B6783 DELWERY CHARGE 0321/2024 15.46 600-60-00.335 Freight & Express B6783 WINE 0321/2024 43.392 600-60-00.335 Freight & Express B6783 WINE 0221/2024 13.81 600-60-00.337 Freight & Express B8805 LICUERY CHARGE 02223/2024 850.20 600-60-00.337 Freight & Express B1105 LIQUOR 0328/2024 47.8 600-60-00.325 Hight & Express B1106 DELWERY CHARGE 0328/2024 87.2 600-60-00.325 Hight & Express B1106 DELWERY CHARGE 0328/2024 87.2 600-60-600-2251 Liquer Purchases P006 DELWERY CHARGE 0328/2024 87.2 600-60-600-3287 Hight & Express 7059 LIQUOR 021/15/2024 53.00 600-60-600-3287 Hight & Express 7066 DELWERY CHARGE 0222/2024 150.85 600-60-00-3237 Hight & Express 7068 FUELSURCHARGE 021/19/204 3.00 600-60-600-3033 Freight & Express <	486782	DELIVERY CHARGE	03/21/2024	26.16	600-60-600-3033 Freight & Express
B8783 WINE 03/21/20/24 433.92 600-60-2603.33 WinE Purchases B8805 DELIVERY CHARGE 02/23/20/24 13.81 600-60-000.33 Frieght & Express B8805 DELIVERY CHARGE 03/28/20/24 7.83 600-60-000.251 Liquer Purchases B1105 DELIVERY CHARGE 03/28/20/24 43.81 600-60-000.251 Liquer Purchases B1106 DELIVERY CHARGE 03/28/20/24 43.81 600-60-000.251 Liquer Purchases B1106 DELIVERY CHARGE 03/28/20/24 23.00 600-60-000.2251 Liquer Purchases B1106 DELIVERY CHARGE 02/22/20/24 2.18 600-60-000.2251 Liquer Purchases B106 WINE 02/22/20/24 150.85 600-60-000.2252 Wine Purchases Total JOHNSON BROTHERS INC: 2.576.29	486782	LIQUOR	03/21/2024	664.50	600-60-600-2251 Liquor Purchases
B8055 DELIVERY CHARGE 02/23/20/4 13.81 600-60-03033 Freight & Express B8056 LIQUOR 02/23/20/4 83.02 600-60-000-333 Freight & Express B8057 LIQUOR 03/28/20/24 45.81 600-60-000-333 Freight & Express B8057 LIQUOR 03/28/20/24 45.81 600-60-000-333 Freight & Express B91105 DELIVERY CHARGE 03/28/20/24 45.81 600-60-000-2351 Liquor Purchases B91106 WINE 03/28/20/24 2.86.00 600-60-600-2251 Liquor Purchases B9106 WINE 03/28/20/24 2.86.00 600-60-600-3333 Freight & Express 7056 DELIVERY CHARGE 02/12/20/4 1.86.00 600-60-600-3333 Freight & Express 7066 WINE 02/22/20/4 1.86.00 600-60-600-3252 Beer Purchases 7041 JOHNSON BROTHERS INC: 2.576.29 600-60-600-3033 Freight & Express 5147 BEER 02/19/20/4 150.85 600-60-600-3033 Freight & Express <td>486783</td> <td>DELIVERY CHARGE</td> <td>03/21/2024</td> <td>15.46</td> <td>600-60-600-3033 Freight & Express</td>	486783	DELIVERY CHARGE	03/21/2024	15.46	600-60-600-3033 Freight & Express
88805 LQUOR 602-60-262-251 Lquip Purchases 91105 DELIVERY CHARGE 0328/2024 7.8 600-60-600-2351 Lquip Purchases 91105 DELIVERY CHARGE 0328/2024 7.8 600-60-00-2351 Lquip Purchases 91106 DELIVERY CHARGE 0328/2024 8.7.2 600-60-00-2351 Lquip Purchases 91106 DELIVERY CHARGE 0328/2024 4.7.8 600-60-002-253 Liquor Purchases 7059 LIQUOR 0221/2024 2.36.0 600-60-002-253 Wine Purchases 7666 WINE 0222/2024 2.18 600-60-002-253 Wine Purchases 7666 WINE 0219/2024 150.85 600-60-002-253 Wine Purchases 7668 WINE 2.576.29 600-60-002-253 Wine Purchases 7688 FUEL SURCHARGE 0219/2024 150.85 600-60-002-253 Beer Purchases 5147 FUEL SURCHARGE 0219/2024 3.00 600-60-000-3033 Freight & Express 5147 FUEL SURCHARGE <t< td=""><td>486783</td><td>WINE</td><td>03/21/2024</td><td>433.92</td><td>600-60-600-2253 Wine Purchases</td></t<>	486783	WINE	03/21/2024	433.92	600-60-600-2253 Wine Purchases
91105 DELIVERY CHARGE 03/28/02/2 7.89 600-60-600.3033 Freight & Express 91105 LIQUOR 03/28/02/2 4.86.81 600-60-600.3033 Freight & Express 91106 ULIVERY CHARGE 03/28/02/2 8.72 600-60-600.3033 Freight & Express 91106 WINE 03/28/02/2 8.72 600-60-600.3033 Freight & Express 91106 ULIVERY CHARGE 03/28/02/2 2.80 600-60-600.2253 Wine Purchases 7666 DELIVERY CHARGE 02/22/202 2.18 600-60-600.2253 Wine Purchases 7666 WINE 02/22/202 2.576.29 2.576.29 2.576.29 CHAUD DISTRIBUTING COMPANY 2 2.576.29 2.576.29 2.576.29 CHAUD DISTRIBUTING COMPANY 22/1/2024 3.00 600-60-600.3033 Freight & Express 5147 BEER 02/19/2024 3.00 600-60-60.3033 Freight & Express 5147 FUEL SURCHARGE 02/21/2024 3.00 600-60-600.3033 Freight & Express 104 MINHEAD D	488805	DELIVERY CHARGE	02/23/2024	13.81	600-60-600-3033 Freight & Express
91105 DELIVERY CHARGE 03/28/02/2 7.89 600-60-600.3033 Freight & Express 91105 LIQUOR 03/28/02/2 4.86.81 600-60-600.3033 Freight & Express 91106 ULIVERY CHARGE 03/28/02/2 8.72 600-60-600.3033 Freight & Express 91106 WINE 03/28/02/2 8.72 600-60-600.3033 Freight & Express 91106 ULIVERY CHARGE 03/28/02/2 2.80 600-60-600.2253 Wine Purchases 7666 DELIVERY CHARGE 02/22/202 2.18 600-60-600.2253 Wine Purchases 7666 WINE 02/22/202 2.576.29 2.576.29 2.576.29 CHAUD DISTRIBUTING COMPANY 2 2.576.29 2.576.29 2.576.29 CHAUD DISTRIBUTING COMPANY 22/1/2024 3.00 600-60-600.3033 Freight & Express 5147 BEER 02/19/2024 3.00 600-60-60.3033 Freight & Express 5147 FUEL SURCHARGE 02/21/2024 3.00 600-60-600.3033 Freight & Express 104 MINHEAD D	488805	LIQUOR	02/23/2024		
91106 DELIVERY CHARGE 03/28/2024 8.72 600-600-2033 Freight & Express 91106 WINE 03/28/2024 236.00 600-600-2025 Mine Purchases 7059 LIQUOR 00/15/2024 230.00 600-600-2025 Lique Purchases 7666 WINE 02/22/2024 2.18 600-60-600-2253 Wine Purchases 7666 WINE 02/22/2024 2.18 600-60-600-2252 Beer Purchases 7666 WINE 02/21/2024 3.00 600-60-600-3033 Freight & Express 7668 BEER 02/19/2024 3.00 600-60-600-3033 Freight & Express 7688 BEER 02/26/2024 3.00 600-60-600-3033 Freight & Express 7614 BEER 02/26/2024 3.00 600-60-600-3033 Freight & Express 7614 MICHAUD DISTRIBUTING COMPANY: 544.35 600-60-600-3033 Freight & Express 7014 MINESOTA ENERGY RESOURCES: 180.07 600-60-600-3033 Freight & Express 102007 02/21/2024 <td>491105</td> <td>DELIVERY CHARGE</td> <td>03/28/2024</td> <td>7.89</td> <td>600-60-600-3033 Freight & Express</td>	491105	DELIVERY CHARGE	03/28/2024	7.89	600-60-600-3033 Freight & Express
91106 WINE 03/28/2024 236.00 600-60-2253 Wine Purchases 7059 LIQUOR 02/15/2024 2.18 600-600-2251 Liquor Purchases 7666 DELIVERY CHARGE 02/22/2024 2.18 600-600-2033 Freight & Express 7668 WINE 02/22/2024 64.00 600-600-2252 Beer Purchases 7011 JOHNSON BROTHERS INC: 2.576.29 500-60-600-2252 Beer Purchases 9958 BEER 02/19/2024 150.85 600-600-02325 Beer Purchases 9147 BEER 02/26/2024 387.50 600-600-0303 Freight & Express 5147 BEER 02/26/2024 387.50 600-600-3003 Freight & Express 1101 MICHAUD DISTRIBUTING COMPANY: 544.35 180.07 600-60-600-3080 Utilities 12300856 052591/202-00001 MOUNTAIN SPIRITS GAS SERVICE 180.07 600-60-600-3033 Freight & Express 10980 DELIVERY 02/21/2024 330.24 600-60-600-3033 Freight & Express	491105	LIQUOR	03/28/2024		
91106 WINE 03/28/2024 238.00 600-600-2253 Wine Purchases 7059 LIQUOR 02/15/2024 2.16 600-600-2253 Wine Purchases 7666 DELIVERY CHARGE 02/22/2024 2.16 600-600-2033 Freight & Express 7666 WINE 02/22/2024 2.16 600-600-2253 Wine Purchases 7666 DELIVERY CHARGE 02/219/2024 3.00 600-600-2252 Beer Purchases 7058 BEER 02/19/2024 3.00 600-600-0232 Beer Purchases 958 BEER 02/26/2024 387.05 600-600-0303 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-600-3030 Ulilities 70tal MINNESOTA ENERGY RESOURCES 180.07 180.07 180.07 180.07 12300856 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 02/21/2024 3.00 600-600-3033 Freight & Express 40980 </td <td>491106</td> <td>DELIVERY CHARGE</td> <td>03/28/2024</td> <td>8.72</td> <td>600-60-600-3033 Freight & Express</td>	491106	DELIVERY CHARGE	03/28/2024	8.72	600-60-600-3033 Freight & Express
TOES LIQUOR 02/15/2024 53.00 600-60-600-2251 Liquor Purchases 7666 DELIVERY CHARGE 02/22/2024 2.16 600-60-600-3033 Freight & Express 7666 WINE 2.576.29 60.00 60-60-002253 Wine Purchases CHAUD DISTRIBUTING COMPANY 2.576.29 2.576.29 500-60-600-2252 Beer Purchases 9858 BEER 02/19/2024 300 600-60-600-2252 Beer Purchases 5147 BEER 02/26/2024 387.50 600-60-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 300 600-60-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 300 600-60-600-3033 Freight & Express Total MICHAUD DISTRIBUTING COMPANY: 544.35 5 5 5 5 5 600-60-600-3033 Freight & Express 12300856 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 2/208/2024 180.07 600-60-600-3033 Freight & Express 40080 LIQUOR 02/21/2024	491106				
7666 DELIVERY CHARGE 02/22/2024 2.18-600-600-600-3233 Freight & Express 7666 WINE 02/22/2024 64.00- 600-60-600-2253 Wine Purchases 7011 JOHNSON BROTHERS INC: 2,576.29 2 150.85 600-60-600-2252 Beer Purchases 1958 BEER 02/19/2024 150.85 600-60-600-2252 Beer Purchases 1958 FUEL SURCHARGE 02/19/2024 3.00 600-60-600-2252 Beer Purchases 1517 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express 1517 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express 1517 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express 1520055 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 02/08/2024 180.07 600-60-600-3033 Freight & Express 112300856 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 02/21/2024 6.59 600-60-600-3033 Freight & Express 1004 DELIVERY 02/21/2024	87059				
7666 WINE 02/22/2024 64.00- 600-600-602-223 Wine Purchases Total JOHNSON BROTHERS INC: 2,576.29 CHAUD DISTRIBUTING COMPANY - 4958 BEER 02/19/2024 3.00 600-600-600-2252 Beer Purchases 4958 FUEL SURCHARGE 02/19/2024 3.00 600-60-600-2252 Beer Purchases 5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express Total MICHAUD DISTRIBUTING COMPANY: 544.35 - - - Total MINNESOTA ENERGY RESOURCES: 180.07 600-60-600-3033 Freight & Express 12300850 0502591/202-00001 MOUNTAIN SPIRITS GAS SERVICE 2/28/2024 180.07 600-60-600-3033 Freight & Express 124 MINNESOTA ENERGY RESOURCES: 180.07 600-60-600-3033 Freight & Express 10980 DELIVERY 02/21/2024 4.59 600-60-600-3033 Freight & Express 40981 DELIVERY </td <td>87666</td> <td></td> <td></td> <td></td> <td>•</td>	87666				•
CHAUD DISTRIBUTING COMPANY Image: marked black bla	87666				
4958 BEER 02/19/2024 150.85 600-600-2052 Beer Purchases 4958 FUEL SURCHARGE 02/19/2024 3.00 600-600-000333 Freight & Express 5147 BEER 02/26/2024 387.50 600-600-00333 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3080 Utilities Total MICHAUD DISTRIBUTING COMPANY: 544.35 600-60-600-3080 Utilities Total MINESOTA ENERGY RESOURCES 180.07 600-60-600-3080 Utilities 11LIPS WINE & SPIRITS CO. 180.07 600-60-600-3033 Freight & Express 40980 DELIVERY 02/21/2024 6.59 600-600-3033 Freight & Express 40981 DELIVERY 02/21/2024 2.18 600-600-0303 Freight & Express 40982 DELIVERY 02/21/2024 3.00 600-60-00-3033 Freight & Express 40982 DELIVERY 02/21/2024 1.8 600-60-00-3033 Freight & Express 40982 DELIVER	Total JOHI	NSON BROTHERS INC:		2,576.29	
4958 FUEL SURCHARGE 02/19/2024 3.00 600-600-3033 Freight & Express 5147 BEER 02/26/2024 387.50 600-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 387.50 600-600-3033 Freight & Express 5147 FUEL SURCHARGE 02/26/2024 3.00 600-600-3033 Freight & Express Total MICHAUD DISTRIBUTING COMPANY: 544.35 544.35 600-60-600-3080 Utilities Total MINNESOTA ENERGY RESOURCES 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 02/08/2024 180.07 600-60-600-3033 Freight & Express 40980 DELIVERY 02/21/2024 6.59 600-60-600-3033 Freight & Express 40980 DELIVERY 02/21/2024 3.00 600-600-03033 Freight & Express 40980 DELIVERY 02/21/2024 3.02 600-60-03033 Freight & Express 40980 DELIVERY 02/21/2024 3.00 600-60-03033 Freight & Express 40981 DELIVERY 02/21/2024 1.80 600-60-600	MICHAUD DIST	RIBUTING COMPANY			
5147 BEER 02/26/2024 387.50 600-60-600-2252 Beer Purchases 5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express Total MICHAUD DISTRIBUTING COMPANY: 544.35 544.35 544.35 NNESOTA ENERGY RESOURCES 180.07 600-60-600-3033 Freight & Express Total MINNESOTA ENERGY RESOURCES: 180.07 600-60-600-3033 Freight & Express 11LIPS WINE & SPIRITS CO. 180.07 600-60-600-3033 Freight & Express 40980 LIQUOR 02/21/2024 6.59 600-60-600-3033 Freight & Express 40981 WINE 02/21/2024 3.30 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 MIX 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 MIX 02/21/2024 1.90 600-60-600-3033 Freight & Express 40382 DELIVERY 02/28/2024 <td>84958</td> <td>BEER</td> <td>02/19/2024</td> <td>150.85</td> <td>600-60-600-2252 Beer Purchases</td>	84958	BEER	02/19/2024	150.85	600-60-600-2252 Beer Purchases
5147 FUEL SURCHARGE 02/26/2024 3.00 600-60-600-3033 Freight & Express Total MICHAUD DISTRIBUTING COMPANY: 544.35 544.35 544.35 600-60-600-3080 Utilities NNESOTA ENERGY RESOURCES 180.07 600-60-600-3033 Freight & Express Total MINNESOTA ENERGY RESOURCES: 180.07 600-60-600-3033 Freight & Express MURLPS WINE & SPIRITS CO. 180.07 600-60-600-3033 Freight & Express 40980 LIQUOR 02/21/2024 6.59 600-60-600-3033 Freight & Express 40981 DELIVERY 02/21/2024 33.02 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40382 DELIVERY 02/28/2024 7.56 600-60-600-3033 Freight & Express 44326 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 44326 LIQUOR <	84958	FUEL SURCHARGE	02/19/2024	3.00	600-60-600-3033 Freight & Express
Total MICHAUD DISTRIBUTING COMPANY: 544.35 INNESOTA ENERGY RESOURCES 02/08/2024 180.07 Total MINNESOTA ENERGY RESOURCES: 180.07 Total MINNESOTA ENERGY RESOURCES: 180.07 IIILIPS WINE & SPIRITS CO. 180.07 40980 DELIVERY 02/21/2024 6.59 600-60-600-3033 Freight & Express 40980 LIQUOR 02/21/2024 330.24 600-60-600-3033 Freight & Express 40981 DELIVERY 02/21/2024 218 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 218 600-60-600-3233 Freight & Express 40982 DELIVERY 02/21/2024 218 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 218 600-60-600-3033 Freight & Express 40982 MIX 02/21/2024 75.05 600-60-600-3033 Freight & Express 44326 DELIVERY 02/28/2024 1.09 600-60-600-2251 Liquor Purchases 44326 LIQUOR 02/28/2024 77.64 600-60-600-3033 Freight & Express	85147	BEER	02/26/2024	387.50	600-60-600-2252 Beer Purchases
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12300856 0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE 02/08/2024 180.07 600-60-600-3080 Utilities Total MINNESOTA ENERGY RESOURCES: 180.07 180.07 180.07 MILLIPS WINE & SPIRITS CO. 02/21/2024 6.59 600-60-600-3033 Freight & Express 40980 DELIVERY 02/21/2024 330.24 600-60-600-3033 Freight & Express 40981 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 3.00 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 DELIVERY 02/21/2024 7.50 600-60-600-3033 Freight & Express 40982 MIX 02/28/2024 1.09 600-60-600-3033 Freight & Express 44326 DELIVERY 02/28/2024 1.09 600-60-600-3033 Freight & Express 44327 DELIVERY 02/28/2024 7.64 600-60-600-3033 Freight & Express 44328 DELIVERY 02/28/2024 7.64 600-60-600-3033	Total MICH	HAUD DISTRIBUTING COMPANY:		544.35	
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40980DELIVERY02/21/20246.59600-60-600-3033Freight & Express40980LIQUOR02/21/2024330.24600-60-600-2251Liquor Purchases40981DELIVERY02/21/20242.18600-60-600-3033Freight & Express40982DELIVERY02/21/202433.00600-60-600-2253Wine Purchases40982MIX02/21/20242.18600-60-600-3033Freight & Express40982MIX02/21/202475.50600-60-600-3033Freight & Express40382DELIVERY02/28/20241.09600-60-600-3033Freight & Express44326DELIVERY02/28/20241.09600-60-600-3033Freight & Express44326LIQUOR02/28/202477.64600-60-600-3033Freight & Express44327DELIVERY02/28/20242.18600-60-600-3033Freight & Express44328DELIVERY02/28/20242.18600-60-600-3033Freight & Express44328DELIVERY02/28/20242.18600-60-600-3033Freight & Express44328MIX02/28/20242.18600-60-600-3033Freight & Express44328MIX02/28/20242.18600-60-600-3033Freight & Express	Total MINN	NESOTA ENERGY RESOURCES:		180.07	
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40982 DELIVERY 02/21/2024 2.18 600-60-600-3033 Freight & Express 40982 MIX 02/21/2024 75.0 600-60-600-2254 Soft Drinks & Mix 44326 DELIVERY 02/28/2024 1.09 600-60-600-3033 Freight & Express 44326 LIQUOR 02/28/2024 77.64 600-60-600-3033 Freight & Express 44327 DELIVERY 02/28/2024 2.18 600-60-600-3033 Freight & Express 44327 LIQUOR 02/28/2024 2.18 600-60-600-3033 Freight & Express 44328 DELIVERY 02/28/2024 2.18 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 90.00 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 37.80 600-60-00-3033 Freight & Express	740981	DELIVERY	02/21/2024	2.18	600-60-600-3033 Freight & Express
40982 MIX 02/21/2024 75.50 600-60-600-2254 Soft Drinks & Mix 44326 DELIVERY 02/28/2024 1.09 600-60-600-3033 Freight & Express 44326 LIQUOR 02/28/2024 77.64 600-60-600-2251 Liquor Purchases 44327 DELIVERY 02/28/2024 2.18 600-60-600-2251 Liquor Purchases 44327 LIQUOR 02/28/2024 90.00 600-60-600-2251 Liquor Purchases 44328 DELIVERY 02/28/2024 2.18 600-60-600-2251 Liquor Purchases 44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	740981	WINE	02/21/2024	33.00	600-60-600-2253 Wine Purchases
44326 DELIVERY 02/28/2024 1.09 600-60-03033 Freight & Express 44326 LIQUOR 02/28/2024 77.64 600-60-00-2251 Liquor Purchases 44327 DELIVERY 02/28/2024 2.18 600-60-600-2251 Liquor Purchases 44327 LIQUOR 02/28/2024 90.00 600-60-600-2251 Liquor Purchases 44328 DELIVERY 02/28/2024 90.00 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	740982	DELIVERY	02/21/2024	2.18	600-60-600-3033 Freight & Express
44326 LIQUOR 02/28/2024 77.64 600-60-02251 Liquor Purchases 44327 DELIVERY 02/28/2024 2.18 600-60-600-2251 Liquor Purchases 44327 LIQUOR 02/28/2024 90.00 600-60-600-2251 Liquor Purchases 44328 DELIVERY 02/28/2024 90.00 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 2.18 600-60-600-3033 Freight & Express	740982	MIX	02/21/2024	75.50	600-60-600-2254 Soft Drinks & Mix
44327 DELIVERY 02/28/2024 2.18 600-60-00-3033 Freight & Express 44327 LIQUOR 02/28/2024 90.00 600-60-600-2251 Liquor Purchases 44328 DELIVERY 02/28/2024 2.18 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	744326	DELIVERY	02/28/2024	1.09	600-60-600-3033 Freight & Express
44327 LIQUOR 02/28/2024 90.00 600-60-600-2251 Liquor Purchases 44328 DELIVERY 02/28/2024 2.18 600-60-600-3033 Freight & Express 44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	744326	LIQUOR	02/28/2024	77.64	600-60-600-2251 Liquor Purchases
44328 DELIVERY 02/28/2024 2.18 600-60-3033 Freight & Express 44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	744327	DELIVERY	02/28/2024	2.18	600-60-600-3033 Freight & Express
44328 MIX 02/28/2024 37.80 600-60-600-2254 Soft Drinks & Mix	744327	LIQUOR	02/28/2024		
	6744328	DELIVERY	02/28/2024	2.18	600-60-600-3033 Freight & Express
Total PHILLIPS WINE & SPIRITS CO	744328	MIX	02/28/2024	37.80	600-60-600-2254 Soft Drinks & Mix
	Total PHIL	LIPS WINE & SPIRITS CO.:		660.58	

City of Proctor		Payment Approval Report - Liquor Report dates: 1/1/2023-12/31/2024		Page: 3 Mar 01, 2024 10:09AM
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
PROCTOR JOU	RNAL			
38332	NEWS STAND SALES	02/29/2024	13.97	600-60-600-2258 Misc Merchandise
Total PRO	CTOR JOURNAL:		13.97	
PUBLIC UTILITI	IES COMMISSION			
1016900000-0	UTILITIES - MT SPIRITS	01/18/2024	608.80	600-60-600-3080 Utilities
Total PUB	LIC UTILITIES COMMISSION:		608.80	
SOUTHERN WI	NE & SPIRITS			
0094959	LIQUOR	02/28/2024	341.80-	600-60-600-2251 Liquor Purchases
2446091	DELIVERY	02/16/2024		600-60-600-3033 Freight & Express
2446091	LIQUOR	02/16/2024	1,568.47	600-60-600-2251 Liquor Purchases
2446092	DELIVERY	02/16/2024		600-60-600-3033 Freight & Express
2448589	DELIVERY	02/23/2024		600-60-600-3033 Freight & Express
2448589	LIQUOR	02/23/2024		600-60-600-2251 Liquor Purchases
2449941	DELIVERY	02/28/2024		600-60-600-3033 Freight & Express
2449941	LIQUOR	02/28/2024		600-60-600-2251 Liquor Purchases
Total SOU	THERN WINE & SPIRITS:		5,962.13	
TEAMSTERS JO	C 32			
2-24C-HRA	HRA - 2/24	02/26/2024	160.00	600-60-600-1131 Employer Paid Health
Total TEAN	MSTERS JC 32:		160.00	
TOTAL REGIST	ER SYSTEMS			
2171	ANNUAL SUPPORT FOR REGISTER	02/20/2024	2,323.56	600-60-600-3009 Computer Services
TOTAL RE	EGISTER SYSTEMS :		2,323.56	
URSA MINOR B	REWING			
e-5874	BEER	02/22/2024	179.80	600-60-600-2252 Beer Purchases
E-5902	BEER	02/28/2024	43.00	600-60-600-2252 Beer Purchases
Total URS	A MINOR BREWING:		222.80	
VINOCOPIA				
0346344-in	WINE	02/21/2024	448.00	600-60-600-2253 Wine Purchases
0346344-in	DELIVERY	02/21/2024	10.00	600-60-600-3033 Freight & Express
Total VINC	DCOPIA:		458.00	
Grand Tota	als:		28,382.59	

City of Proctor	•	ment Approval Report - Liquor ort dates: 1/1/2023-12/31/2024	Page: 4 Mar 01, 2024 10:09AM	
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Report Criteria: Detail report.				
Invoices with totals above	\$0.00 included.			
Paid and unpaid invoices	ncluded.			
Invoice Detail.GL account	(3 Characters) = "600"			
[Report].Date Paid = 03/04	4/2024			

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Amount
03/04/2024		PUBLIC UTILITIES COMMISSION	3,584.12
03/04/2024	0	MINNESOTA ENERGY RESOURCES	1,977.24
02/16/2024	18514	ANGELA DOBSON	2.77- V
02/16/2024	18826	BRADEN MARTIN	184.12- V
02/15/2024	19362	MICHAEL TEGETHOFF	20.92- V
02/16/2024	19624	JONATHAN MCCORKELL	70.05- V
02/16/2024	19665	AUSTEN WERNER	7.26- V
02/16/2024		MICAH CALLAWAY	1.22- V
02/16/2024	19817	HOULE, TRACEY	21.48- V
02/16/2024	19826	SENIOR FRIEND HOME CARE	138.60- V
02/16/2024	19893	OVESON, ALEXIS	4.69- V
02/16/2024	19945	DM&IR DBA CANADIAN NATIONAL	2,698.44- V
02/16/2024	20112	ANGELA DOBSON	2.77
02/16/2024	20113	AUSTEN WERNER	7.26
02/16/2024	20114	BRADEN MARTIN	184.12
02/16/2024	20115	CITY OF DULUTH COMFORT SYSTEMS	37,379.17
02/16/2024	20116	CITY OF PROCTOR	96,924.17
02/16/2024	20117	CORE & MAIN	11,436.91
02/16/2024	20118	DAN NORLIEN	13.51
02/16/2024	20119	DM&IR DBA CANADIAN NATIONAL	2,698.44
02/16/2024	20120	FRONTIER ENERGY	844.14
02/16/2024	20121	HOULE, TRACEY	21.48
02/16/2024	20122	JONATHAN MCCORKELL	70.05
02/16/2024	20123	JOSEPH PRICE	1.92
02/16/2024	20124	MICAH CALLAWAY	1.22
02/16/2024	20125	MICHAEL TEGETHOFF	20.92
02/16/2024	20126	OVESON, ALEXIS	4.69
02/16/2024	20127	POSTMASTER	400.00
02/16/2024	20128	SENIOR FRIEND HOME CARE	138.60
02/16/2024	20129	STEVE MARION	155.74
02/16/2024	20130	TAMI ARNOLD	125.00
02/16/2024	20131	WEX BANK	360.25
02/16/2024	20132	MINNESOTA POWER	167,545.82
02/16/2024	20133	MINNESOTA POWER	53,869.28
02/05/2024	43069	HARTELS/DBJ DISPOSAL COMPANY	10,984.09
02/05/2024	43070	AMERICAN BOTTLING COMPANY	240.10
02/05/2024	43071	AMERICAN FAMILY LIFE ASSURANCE	42.14
02/05/2024	43072	BERNICKS PEPSI	5,277.83
02/05/2024	43073	BREAKTHRU BEVERAGE	1,810.36
02/05/2024	43074	BRENT'S BIFFIES	333.00
02/05/2024	43075	C&L DISTRIBUTING	1,166.75
02/05/2024	43076	CENTURYLINK	46.81
02/05/2024	43077	CENTURYLINK	46.81
02/05/2024		CENTURYLINK	162.20
02/05/2024	43079	CINTAS	337.23
02/05/2024		CONSOLIDATED COMMUNICATIONS	889.70
02/05/2024	43081		116.50
02/05/2024		DRIVELINE SPECIALISTS	62.72
02/05/2024		ELITE TINTING & GRAPHICS	335.00

Check Register - City Checking Check Issue Dates: 2/1/2024 - 4/30/2024

Check Issue Date	Check Number	Рауее	Amount
02/05/2024	43084	EQUI-VEST	554.10
02/05/2024		INNOVATIVE OFFICE SOLUTIONS LLC	60.14
02/05/2024	43086	INTERSTATE BATTERIES	80.00
02/05/2024		JLG ARCHITECTS	500.00
02/05/2024		JOHNSON BROTHERS INC	5,069.92
02/05/2024		KLATTE GOLF MANAGEMENT LLC	3,091.24
02/05/2024		KRIS BRYANT	97.48
02/05/2024	43091	LEAGUE OF MINNESOTA CITIES	1,630.00
02/05/2024		LOCAL #31-IBEW	231.76
02/05/2024		MACQUEEN EMERGENCY	2,130.00
02/05/2024	43094	MEDIACOM	361.51
02/05/2024	43095	MINNESOTA STATE FIRE CHIEFS	280.00
02/20/2024	43096	MN BUREAU OF CRIM APPREHENSION	.00 V
02/05/2024	43097	PARSONS ELECTRIC	4,487.00
02/05/2024	43098	PHILLIPS WINE & SPIRITS CO.	1,436.01
02/05/2024	43099	PROCTOR BUILDERS PUBLIC WORKS	286.84
02/05/2024	43100	SANTANDER BANK N.A.	10,292.34
02/05/2024	43101	SHRED N GO INC	86.89
02/05/2024	43102	SOUTHERN WINE & SPIRITS	2,425.24
02/05/2024	43103	ST LOUIS COUNTY AUDITOR	315.51
02/05/2024	43104	WINE MERCHANTS	68.33
02/20/2024	43105	AMERICAN BOTTLING COMPANY	318.83
02/20/2024	43106	ARTISAN BEER COMPANY	608.00
02/20/2024	43107	BERNICKS PEPSI	8,895.99
02/20/2024	43108	BREAKTHRU BEVERAGE	5,175.96
02/20/2024	43109	BUHS, JESSICA	174.84
02/20/2024	43110	C&L DISTRIBUTING	6,309.35
02/20/2024	43111	CINTAS	190.60
02/20/2024	43112	COMPASS MINERALS	5,946.96
02/20/2024	43113	CONSOLIDATED COMMUNICATIONS	459.08
02/20/2024	43114	DRIVER & VEHICLE SERVICES DIV	60.75
02/20/2024	43115	DULUTH FLOWER FARM	674.00
02/20/2024	43116	DULUTH LAWN & SPORT	4,068.91
02/20/2024	43117	ELAN CORPORATE PAYMENT SYSTEMS	5,701.13
02/20/2024	43118	EMERGENCY AUTOMOTIVE TECH INC	132.25
02/20/2024	43119	EMPIRE INVESTIGATION	650.00
02/20/2024	43120	GLOBAL RESERVE DISTRIBUTION	662.00
02/20/2024	43121	GUARDIAN PEST CONTROL INC	50.26
02/20/2024	43122	JOHNSON BROTHERS INC	4,217.24
02/20/2024	43123	LEAGUE OF MN CITIES INS TRST	189,991.00
02/20/2024	43124	MNIT SERVICES	101.38
02/20/2024	43125	PHILLIPS WINE & SPIRITS CO.	928.16
02/20/2024	43126	RANGE PAPER	124.94
02/20/2024	43127	RED BULL	42.00
02/20/2024	43128	SHRED N GO INC	86.89
02/20/2024	43129	SOUTHERN WINE & SPIRITS	1,552.81
02/20/2024	43130	THOMSON REUTERS-WEST	151.54
02/20/2024	43131	US BANK VOYAGER	1,110.90
02/20/2024		WEX BANK	1,708.99
02/20/2024	43133	WINE MERCHANTS	433.45
02/05/2024		MINNESOTA ENERGY RESOURCES	2,214.03
02/05/2024		PUBLIC UTILITIES COMMISSION	3,750.75
02/05/2024	999914129	BRAY&REED	6,420.00

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953.80

9,554.94

Check Issue Date	Check Number	Рауее	Amount
02/05/2024	999914130	GREAT AMERICA FINANCIAL SERVICE	345.16
02/05/2024	999914131	HARTELS/DBJ DISPOSAL COMPANY	866.07
02/05/2024	999914132	INTEGRIS	1,140.00
02/05/2024	999914133	INTEGRIS LLC	3,334.35
02/05/2024	999914134	MICHAUD DISTRIBUTING COMPANY	932.15
02/05/2024	999914135	MN CHIEFS OF POLICE ASSOC	376.00
02/05/2024	999914136	NORTHLAND CONSTRUCTORS OF DULUTH	1,184.74
02/05/2024	999914137	OREILLY AUTO PARTS	288.14
02/05/2024	999914138	PROCTOR BUILDERS	480.00
02/05/2024	999914139	PROCTOR BUILDERS-FIRE DEPT	107.77
02/05/2024	999914140	PROCTOR BUILDERS-STREET DEPT	1,050.17
02/05/2024	999914141		1,182.55
02/05/2024	999914142		229.36
02/05/2024	999914143		3,575.00
02/05/2024	999914144		12,300.05
02/05/2024		TEAMLAB	429.50
02/05/2024		TEAMSTERS JC 32	30,614.00
02/05/2024		TEAMSTERS JC 32	2,720.00
02/05/2024		TEAMSTERS LOCAL UNION #346	480.00
02/05/2024		TROYS SERVICE	62.32
02/05/2024		TWIN PORTS PAPER & SUPPLY, INC	82.56
02/05/2024	999914151		105.84
02/05/2024	999914152		289.10
02/05/2024	999914153		255.00
02/05/2024		VEIT & COMPANY INC	75,742.83
02/05/2024		WS DARLEY & CO	216.15
02/05/2024	999914156	TASC	953.80
02/07/2024	999914157		9,449.75
02/07/2024	999914158	MINNESOTA DEPT OF REVENUE	2,131.44
02/15/2024	999914159		3,010.00
02/15/2024	999914160		11,042.93
02/20/2024		EMC INSURANCE COMPANIES	5,209.76
02/20/2024		AT-SCENE LLC	2,384.00
02/20/2024	999914163	,	255.50
02/20/2024	999914164		66.20
02/20/2024	999914165	INTEGRATED OFFICE SOLUTIONS	204.33
02/20/2024	999914166		3,592.10
02/20/2024	999914167	MEIERHOFER, NIEL	700.00
02/20/2024	999914168	MICHAUD DISTRIBUTING COMPANY	1,400.20
02/20/2024	999914169		21.99
02/20/2024	999914170		1,044.49
02/20/2024	999914171 999914172		10,794.48
02/20/2024			2,417.53
02/20/2024 02/20/2024	999914173	URSA MINOR BREWING	243.20
02/20/2024	999914174		255.00
02/20/2024	999914175		1,643.00 350.00
02/16/2024	999914176		5,106.00
02/16/2024	999914177	NCPERS GROUP LIFE INSURANCE	5,106.00
02/16/2024	999914178		14.68
02/16/2024	999914179	TEAMSTERS JC 32	480.00
02/10/2024	999914100		480.00

999914183 TASC

999914184 EFTPS

02/19/2024

02/22/2024

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Check Issue Date	Check Number	Рауее	Amount
02/22/2024 02/26/2024	999914185 999914186	MINNESOTA DEPT OF REVENUE MINNESOTA DEPT OF REVENUE	2,056.77 9,916.00
02/26/2024	999914187	MINNESOTA DEPT OF REVENUE	16,130.00
Grand Totals:			922,652.51

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-00-000-1005	155.74	.00	155.74
001-00-000-2020	.00	155.74-	155.74-
100-00-000-2020	2,871.41	328,963.80-	326,092.39-
100-00-000-2171	7,271.13	.00	7,271.13
100-00-000-2172	4,188.21	.00	4,188.21
100-00-000-2173	11,733.56	.00	11,733.56
100-00-000-2174	11,042.94	.00	11,042.94
100-00-000-2175	5,513.84	.00	5,513.84
100-00-000-2176	30,614.00	.00	30,614.00
100-00-000-2177	817.60	.00	817.60
100-10-110-2210	60.14	.00	60.14
100-10-110-3003	18,651.73	.00	18,651.73
100-10-110-3052	1,506.39	.00	1,506.39
100-10-110-3061	2,468.00	.00	2,468.00
100-10-120-1121	.00	.01-	.01-
100-10-120-1131	320.00	.00	320.00
100-10-120-1151	954.70	.00	954.70
100-10-120-2205	898.50	.00	898.50
100-10-120-3000	173.78	.00	173.78
100-10-120-3009	8,214.43	.00	8,214.43
100-10-120-3021	1,858.78	.00	1,858.78
100-10-120-3022	229.36	.00	229.36
100-10-120-3031	960.65	.00	960.65
100-10-120-3061	2,341.00	.00	2,341.00
100-10-120-4400	172.58	.00	172.58
100-10-130-2211	148.55	.00	148.55
100-10-130-3000	3,575.00	.00	3,575.00
100-10-130-3061	363.00	.00	363.00
100-10-130-3062	14,574.00	.00	14,574.00
100-10-130-3080	5,431.20	.00	5,431.20
100-10-130-3084	370.88	.00	370.88
100-10-130-4400	245.00	65.00-	180.00
100-10-150-1131	160.00	.00	160.00
100-10-150-1151	369.30	.00	369.30
100-10-150-3061	207.00	.00	207.00
100-10-160-3004	6,420.00	.00	6,420.00
100-10-180-1151	63.00	.00	63.00
100-10-180-3031	100.50	.00	100.50
100-10-180-3035	180.00	.00	180.00
100-10-180-4433	135.00	.00	135.00
100-15-115-1131	160.00	.00	160.00

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	Oneok 1330e Dates. 2/ 1/2024 - 4/30/2024			
GL Account	Debit	Credit	Proof	
100-15-115-1151	180.10	.00	180.10	
100-20-210-1131	1,120.00	.00	1,120.00	
100-20-210-1151	47,696.90	.00	47,696.90	
100-20-210-2205	97.27	.00	97.27	
100-20-210-2210	843.44	44.00-	799.44	
100-20-210-2212	1,110.90	.00	1,110.90	
100-20-210-2217	1,280.43	.00	1,280.43	
100-20-210-2220	80.00	.00	80.00	
100-20-210-3000	650.00	.00	650.00	
100-20-210-3009	330.33	.00	330.33	
100-20-210-3035	1,575.62	125.00-	1,450.62	
100-20-210-3052	75.00	.00	75.00	
100-20-210-3061	17,406.00	.00	17,406.00	
100-20-210-3062	11,176.00	.00	11,176.00	
100-20-210-4400	2,827.90	.00	2,827.90	
100-20-210-4433	3,012.92	.00	3,012.92	
100-20-220-1151	10,250.00	.00	10,250.00	
100-20-220-2205	122.07	.00	122.07	
100-20-220-2210	1,282.48	346.78-	935.70	
100-20-220-2212	371.05	.00	371.05	
100-20-220-2214	15.49	.00	15.49	
100-20-220-2220	2,194.97	.00	2,194.97	
100-20-220-2240	278.13	.00	278.13	
100-20-220-3000	700.00	.00	700.00	
100-20-220-3021	162.20	.00	162.20	
100-20-220-3061	377.00	.00	377.00	
100-20-220-3062	5,644.00	.00	5,644.00	
100-20-220-3080	1,772.89	.00	1,772.89	
100-20-220-3084	85.66	.00	85.66	
100-20-220-4433	280.00	.00	280.00	
100-30-300-1131	800.00	.00	800.00	
100-30-300-1151	17,156.80	.00	17,156.80	
100-30-300-2210	1,879.45	.00	1,879.45	
100-30-300-2212	1,638.52	.00	1,638.52	
100-30-300-2214	39.09	.00	39.09	
100-30-300-2220	625.91	.00	625.91	
100-30-300-3012	32.75	.00	32.75	
100-30-300-3061	4,134.00	.00	4,134.00	
100-30-300-3062	6,271.00	.00	6,271.00	
100-30-300-3080	2,518.58	.00	2,518.58	
100-30-300-3084	202.99	.00	202.99	
100-30-300-4438	60.75	.00	60.75	
100-30-330-2224	7,131.70	.00	7,131.70	
100-34-342-3421	174.84	.00	174.84	
100-36-361-3616	13,274.71	.00	13,274.71	
100-36-361-3617	.00	2,290.62-	2,290.62	
100-40-410-1151	1,369.00	.00	1,369.00	
100-40-410-2210	674.00	.00	674.00	
100-40-410-2220	1,512.00	.00	1,512.00	
100-40-410-3000	333.00	.00	333.00	
100-40-410-3062	13,596.00	.00	13,596.00	
100-40-410-3080	46.21	.00	46.21	
300-00-000-2020	.00	80,472.47-	80,472.47	

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GL Acc	count	Debit	Credit	Proof
	300-30-330-3003	4,442.80	.00	4,442.80
	300-30-330-3015	76,029.67	.00	76,029.67
	500-00-000-2020	.00	8,413.10-	8,413.10
	500-50-510-1151	1,170.80	.00	1,170.80
	500-50-510-3000	66.20	.00	66.20
	500-50-510-3021	93.62	.00	93.62
	500-50-510-3035	481.29	.00	481.29
	500-50-510-3061	3,668.00	.00	3,668.00
	500-50-510-3062	933.00	.00	933.00
	500-50-510-3080	277.52	.00	277.52
	500-50-510-3085	1,643.00	.00	1,643.00
	500-50-510-4438	79.67	.00	79.67
		4,068.91	.00	4,068.91
	525-00-000-1600			
	525-00-000-2020	.00 558.40	5,357.31-	5,357.31
	525-50-530-1151		.00	558.40
	525-50-530-4433	730.00	.00	730.00
	550-00-000-1640	2,975.00	.00	2,975.00
	550-00-000-2020	.00	7,519.24-	7,519.24
	550-55-550-3062	1,453.00	.00	1,453.00
	550-55-550-4430	3,091.24	.00	3,091.24
	600-00-000-2020	760.54	74,679.41-	73,918.87
	600-00-000-2178	9,916.00	.00	9,916.00
	600-60-600-1131	160.00	.00	160.00
	600-60-600-1151	4,710.30	.00	4,710.30
	600-60-600-2210	506.14	.00	506.14
	600-60-600-2251	19,718.40	.00	19,718.40
	600-60-600-2252	23,238.24	450.00-	22,788.24
	600-60-600-2253	2,625.47	304.00-	2,321.47
	600-60-600-2254	689.09	.00	689.09
	600-60-600-2255	3,471.26	.00	3,471.26
	600-60-600-2258	6.35	.00	6.35
	600-60-600-3033	521.06	6.54-	514.52
	600-60-600-3040	81.80	.00	81.80
	600-60-600-3061	2,709.76	.00	2,709.76
	600-60-600-3062	4,589.00	.00	4,589.00
	600-60-600-3080	1,479.74	.00	1,479.74
	600-60-600-3084	206.54	.00	206.54
	600-60-600-4406	50.26	.00	50.26
	700-00-000-0001	56,261.80	.00	56,261.80
	700-00-000-1640	8,741.31	.00	8,741.31
	700-00-000-2020	3,357.36	413,171.91-	409,814.55
	700-00-000-2100	258.73	243.30-	15.43
	700-00-000-2175	16.00	.00	16.00
	700-00-000-2178	16,130.00	.00	16,130.00
	700-00-000-2313	40,662.37	.00	40,662.37
	700-71-710-3071	37,379.17	.00	37,379.17
	700-71-720-1131	160.00	.00	160.00
	700-71-720-1151	4,656.20	.00	4,656.20
	700-71-720-2210	4,050.20	.00	4,050.20
			.00	
	700-71-720-2212	360.25		360.25
	700-71-720-3015	2,468.07 2,881.00	.00 .00	2,468.07 2,881.00
				/ 88
	700-71-720-3061 700-71-720-3062	4,693.00	.00	4,693.00

City of Proctor

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GL Acc	ount	Debit	Credit	Proof
	700-72-710-3074	167,545.82	.00	167,545.82
	700-72-720-3015	51,401.21	.00	51,401.21
	700-72-720-3061	5,795.00	.00	5,795.00
	700-72-720-3091	3,542.58	2,698.44-	844.14
	700-72-720-4433	5,106.00	.00	5,106.00
	700-74-740-1131	320.00	.00	320.00
	700-74-740-1151	792.50	.00	792.50
	700-74-740-3004	350.00	.00	350.00
	700-74-740-3009	2,620.00	.00	2,620.00
	700-74-740-3022	400.00	.00	400.00
	700-74-740-3052	14.68	.00	14.68
	700-74-740-4430	125.00	.00	125.00
	830-00-000-2020	.00	500.00-	500.00-
	830-80-800-3000	500.00	.00	500.00
	850-00-000-2020	.00	10,408.84-	10,408.84-
	850-20-210-6602	9,544.90	.00	9,544.90
	850-20-210-6612	747.44	.00	747.44
	850-20-220-2217	116.50	.00	116.50
Grand Totals:		936,215.51	936,215.51-	.00

Report Criteria:	
	0

Report type: Summary Check.Type = {<>} "Adjustment"