



**LE SUEUR CITY COUNCIL AGENDA**  
**Monday, January 11, 2016**  
**203 South Second Street**  
**6:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Norms of Behavior
4. Approval of the Agenda
5. Presentations – None
6. **Consent Agenda** – All items on the Consent Agenda are considered routine and have been made available to the City Council at least two days in advance of the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.
  - A. Approval of Minutes
    1. Regular Meeting of December 28, 2015
    2. Annual Meeting of January 4, 2015
  - B. Resolution Approving Disbursements for Period Ending January 11, 2016
  - C. Award Lawn Maintenance and Snow/Ice Removal Service Contracts
  - D. Approval of Citizen Participation Plan for Small Cities Development Program
7. Items of Appreciation
8. **Public Comment** – Public Comment provides an opportunity for the public to address the Council on items that are not on the Agenda. Comments will be limited to three (3) minutes per person. Persons wishing to make a comment must contact the Mayor prior to being allowed to speak.
9. Public Hearings – None
10. Regular Agenda
  - A. Nuisance Hearing
  - B. Consider Donation Requests
  - C. Update on Status of Cable Commission

D. Summary of City Administrator Performance Evaluation

E. Miscellaneous

F. Adjourn

A Regular Meeting of the City Council was held on Monday, December 28, 2015 at 6:30 p.m. in the Council Chambers with Mayor Broeder presiding. Council Members present: Johnson, Wilke, Kerkow, and Wicks. Council Members absent: Huntington and Rohloff. City Administrator Jenelle Teppen, City Attorney Todd Coryell, and Greg Drent were also present.

A motion by Council Member Wicks, seconded by Council Member Johnson approving the agenda as written. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wicks, seconded by Council Member Kerkow to adopt Resolution #15-103 approving the following consent agenda items:

- Regular Meeting Minutes of December 14, 2015;
- Approving the disbursements for period ending December 28, 2015 in the amount of \$311,743.93;
- Regular Meeting Minutes of the Le Sueur Housing and Redevelopment Authority of November 18, 2015;
- Dance permits for the Mexican Store located at 111 North Main Street – Friday, January 1, 2016 and Saturday, January 2, 2016 from 8:00 p.m. to 2:00 a.m.

and more clearly stated in said Resolution 15-103. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wilke, seconded by Council Member Wicks to adopt Resolution #15-104 approving the fiber optic network service and maintenance agreement between the City and Jaguar Communications and the colocation facility agreement between the City and Jaguar Communications and more clearly stated in said Resolution #15-104. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wicks, seconded by Council Member Wilke to adopt Resolution #15-105 allowing the minor subdivision of parcel #21.430.0320 and waiving the platting requirements and more clearly stated in said Resolution #15-105. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wicks, seconded by Council Member Kerkow to adopt Resolution #15-106 approving the purchase of a Ditch Witch 410SX Vibratory Plow and more clearly stated in said Resolution #15-106. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

Council Member Johnson and City Administrator Teppen provided a Comprehensive Plan Update progress report.

A motion by Council Member Wicks, seconded by Council Member Kerkow to adjourn. Voting in favor: Council Members Johnson, Wilke, Kerkow, Wicks, and Mayor Broeder. Voting no: None. Motion carried.

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Robert Broeder, Mayor

ATTEST:

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Monica Muchow, City Clerk

The Annual Meeting of the City Council was held on Friday, January 2, 2015 at 6:30 pm. in the Council Chambers with Mayor Broeder presiding. Council Members present: Wilke, Johnson, Kerkow, Wicks, Huntington, and Rohloff. Council Members absent: None. City Administrator Jenelle Teppen was also present.

A motion by Council Member Huntington, seconded by Council Member Rohloff approving the agenda with the removal of item "G" under regular agenda. Voting in favor: Council Members Wilke, Johnson, Kerkow, Wicks, Huntington, Rohloff, and Mayor Broeder. Voting no: None. Motion carried.

Council Member Wicks as President of the Council appointment made by consent of the full Council.

Council Member Kerkow as Vice President of the Council appointment made by consent of the full Council

Mayor Broeder as Representative to the Minnesota Valley Council of Governments appointment made by consent of the full Council

City Administrator Jenelle Teppen as Alternate Representative to the Minnesota Valley Council of Governments appointment made by consent of the full Council

Council Member Wilke as Representative to the Ambulance and Fire Service Commissions appointment made by consent of the full Council

A motion by Council Member Wicks, seconded by Council Member Johnson appointing LeRoy Swenson & Mike Balch to the Airport Commission. Voting in favor: Council Members Wilke, Johnson, Kerkow, Wicks, Huntington, Rohloff, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wicks seconded by Council Member Huntington appointing Council Member, Henry Endres, to the Board of Adjustments and Appeals. Voting in favor: Council Members Wilke, Johnson, Kerkow, Wicks, Huntington, Rohloff, and Mayor Broeder. Voting no: None. Motion carried.

A motion by Council Member Wicks, seconded by Council Member Huntington, appointing Sara Iten, Teresa Tebbe and Lyle Olson to the Planning Commission. Voting in favor: Council Members Wilke, Johnson, Kerkow, Wicks, Huntington, Rohloff, and Mayor Broeder. Voting no: None. Motion carried.

Jack King appointed to the Housing and Redevelopment Authority Commission appointment made by consent of the full Council.

A motion by Council Member Wicks, seconded by Council Member Rohloff appointing Robert Oberle to the Economic Development Authority appointment made by consent of the full Council.

Council Members Wicks, Huntington and Kerkow to the Minnesota River Valley Public Utilities Commission (MRVPU). Appointment made by consent of the full Council.

Council Member Huntington as Representative to the Minnesota Municipal Power Board of Directors appointment made by consent of the full Council

Public Services Director Greg Drent as Alternate Representative to the Minnesota Municipal Power Agency. Appointment made by consent of the full Council.

Council Member Johnson to the Minnesota Valley Health Center Board of Directors appointment made by consent of the full Council.

Mayor Broeder as Representative to the Coalition of Greater Minnesota Cities. Appointment made by consent of the full Council.

City Administrator Jenelle Teppen as Alternate Representative to the Coalition of Greater Minnesota Cities. Appointment made by consent of the full Council.

Mayor Broeder, Robert Oberle, and Ed Tschida to the Highway 169 Coalition Committee. Appointment made by consent of the full Council.

Council Member Rohloff to the Community Pedestrian Walkway Committee. Appointment made by consent of the full Council.

Le Sueur Henderson Cable Communications Commission. No action.

Le Sueur News Herald as the Official Newspaper. Appointment made by consent of the full Council.

Designate Home Town Bank, CornerStone State Bank, First Farmers and Merchants Bank, and the Minnesota Municipal Fund as depositories. Designation made by consent of the full Council.

Mayor Broeder made the following appointments.

Committee

Members

Budget and Personnel

Council Members Johnson, Kerkow, and Mayor Broeder

A motion by Council Member Huntington, seconded by Council Member Rohloff and duly carried to adjourn at 6:45p.m.

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Robert Broeder, Mayor

ATTEST:

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Jenelle Teppen, City Administrator

A motion by Council Member Wicks, seconded by Council Member Rohloff designating HomeTown Bank, Cornerstone State Bank, First Farmers and Merchants Bank, and the Minnesota Municipal Mark Fund as depositories. Voting in favor: Council Members Spinler, Kerkow, Wicks, Schultz, Rohloff, and Mayor Broeder. Voting no: None. Abstaining: Council Member Tellijohn. Motion carried.

A motion by Council Member Wicks, seconded by Council Member Rohloff designating HomeTown Bank, Cornerstone State Bank, First Farmers and Merchants Bank, and the Minnesota Municipal Mark Fund as depositories. Voting in favor: Council Members Spinler, Kerkow, Wicks, Schultz, Rohloff, and Mayor Broeder. Voting no: None. Abstaining: Council Member Tellijohn. Motion carried.



# Council Approval Report for January 11, 2016

By Fund

Post Dates 12/29/2015 - 01/11/2016

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
<b>Fund: 101 - GENERAL FUND</b>					
101-14101	GENESIS	BULK FUEL	62859	101-14101	1,028.40
101-14101	GENESIS	BULK FUEL	62860	101-14101	1,633.00
101-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	101-21701	4,175.33
101-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	101-21702	1,610.93
101-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	101-21703	2,679.64
101-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	101-21704	3,047.05
101-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002533	101-21704	4,839.37
101-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	101-21705	-1,343.99
101-21707	L.E.L.S.	UNION DUES	INV0002535	101-21707	188.00
101-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	101-21709	897.82
101-21711	NCPERS MINNESOTA	January Premium	INV0002544	101-21711	128.00
101-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	101-21712	1,128.68
101-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	101-21713	210.47
101-21718	FIRST FARMERS & MERCHANTS	BRINKER DEFERRED COMP	INV0002526	101-21718	533.96
101-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002530	101-21719	1,008.33
101-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	101-21719	539.23
101-21720	AFLAC	Janauary 2016 Premium	INV0002542	101-21720	127.54
101-21725	AFLAC	Janauary 2016 Premium	INV0002542	101-21725	48.94
101-8-36249	ANDERSON & SKUBITZ, PLLC	30% OF VEHICLE FORFEITURE	15003392	101-8-36249	225.00
					<b>22,705.70</b>
<b>Department: 41110 - CITY COUNCIL</b>					
101-41110-331	KAARI SMITH	TRAVEL EXPENSE	INV0002525	101-41110-331	115.58
					<b>Department 41110 - CITY COUNCIL Total: 115.58</b>
<b>Department: 41430 - CITY CLERK</b>					
101-41430-201	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	IN1032322	101-41430-201	55.27
101-41430-437	MAYER SOFT WATER-CULLIGAN	WATER COOLER	210892	101-41430-437	42.00
101-41430-437	AFLAC	Janauary 2016 Premium	INV0002542	101-41430-437	34.58
					<b>Department 41430 - CITY CLERK Total: 131.85</b>
<b>Department: 41940 - GOVERNMENT BUILDINGS</b>					
101-41940-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-41940-381	474.10
101-41940-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2146	101-41940-400	1,121.81
101-41940-401	COLE PAPERS INC.	SUPPLIES	9162794	101-41940-401	80.42
					<b>Department 41940 - GOVERNMENT BUILDINGS Total: 1,676.33</b>
<b>Department: 42120 - POLICE DEPARTMENT</b>					
101-42120-201	QUILL CORPORATION	OFFICE SUPPLIES	1489928	101-42120-201	241.02
101-42120-201	QUILL CORPORATION	OFFICE SUPPLIES	1503369	101-42120-201	24.89
101-42120-201	QUILL CORPORATION	OFFICE SUPPLIES	1560795	101-42120-201	34.76
101-42120-309	LAW ENFORCEMENT TECH	MAINTENANCE AGREEMENT	15333	101-42120-309	7,406.03
101-42120-309	LAW ENFORCEMENT TECH	2ND PAYMENT REIMBURSE	15418	101-42120-309	10,515.00
101-42120-309	LAW ENFORCEMENT TECH	MAINTENANCE AGREEMENT	15437	101-42120-309	3,450.00
101-42120-321	VERIZON WIRELESS	CELLULAR SERVICE	9758119436	101-42120-321	403.24
101-42120-321	FRONTIER COMMUNICATIONS	PHONE BILL	INV0002524	101-42120-321	83.19
101-42120-354	MINNESOTA SHERIFF'S	PERMIT TO ACQUIRE FORMS	102540	101-42120-354	60.00
101-42120-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-42120-381	267.30
101-42120-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2150	101-42120-400	289.80
101-42120-433	MCPA	2016 MEMBERSHIP DUES	L104	101-42120-433	45.00
					<b>Department 42120 - POLICE DEPARTMENT Total: 22,820.23</b>
<b>Department: 42151 - POLICE COMMUNICATION SERV</b>					
101-42151-325	BUREAU OF CRIM.	CJDN / BCA CONNECTION	00000296784	101-42151-325	570.00
					<b>Department 42151 - POLICE COMMUNICATION SERV Total: 570.00</b>

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
<b>Department: 42152 - POLICE AUTOMOTIVE SERVICES</b>					
101-42152-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002549	101-42152-221	16.00
101-42152-431	WOLF MOTOR CO., INC.	SQUAD MAINTENANCE	9030519	101-42152-431	125.09
101-42152-431	AQUA SHINE CAR WASH, INC.	CAR WASH TOKENS	INV0002548	101-42152-431	100.00
101-42152-438	LABELLE'S ALIGNMENT	TOW VEHICLE	17905	101-42152-438	80.16
<b>Department 42152 - POLICE AUTOMOTIVE SERVICES Total:</b>					<b>321.25</b>
<b>Department: 42500 - POLICE RESERVES</b>					
101-42500-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-42500-381	100.00
101-42500-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2148	101-42500-400	69.16
<b>Department 42500 - POLICE RESERVES Total:</b>					<b>169.16</b>
<b>Department: 42700 - ANIMAL CONTROL</b>					
101-42700-311	MINNESOTA CRITTER GETTER	DECEMBER ANIMAL CONTROL	INV0002521	101-42700-311	1,148.00
<b>Department 42700 - ANIMAL CONTROL Total:</b>					<b>1,148.00</b>
<b>Department: 42800 - EMERGENCY MANAGEMENT/EOC</b>					
101-42800-437	MARCO	SOFTWARE LICENSE	INV3021171	101-42800-437	459.98
<b>Department 42800 - EMERGENCY MANAGEMENT/EOC Total:</b>					<b>459.98</b>
<b>Department: 43121 - STREET DEPARTMENT</b>					
101-43121-212	HOLIDAY CREDIT OFFICE	FUEL	132745058233	101-43121-212	19.69
101-43121-212	HOLIDAY CREDIT OFFICE	FUEL	183403108233	101-43121-212	25.02
101-43121-215	G & K SERVICES INC	TOWEL SERVICE	1002426259	101-43121-215	37.41
101-43121-215	G & K SERVICES INC	TOWEL SERVICE	1002449206	101-43121-215	37.41
101-43121-215	FASTENAL COMPANY	BOLTS	MNSTP62895	101-43121-215	10.44
101-43121-217	C & S SUPPLY	UNIFORMS	720650	101-43121-217	184.74
101-43121-221	DISTEL GRAIN SYSTEMS	WATER VALVE	08085	101-43121-221	129.00
101-43121-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002549	101-43121-221	192.00
101-43121-222	LABELLE'S ALIGNMENT	99 FORD	17800	101-43121-222	563.52
101-43121-222	LABELLE'S ALIGNMENT	TIRES	17913	101-43121-222	1,059.88
101-43121-222	LABELLE'S ALIGNMENT	REPAIR TIRE	17928	101-43121-222	12.51
101-43121-222	LABELLE'S ALIGNMENT	TIRES	17941	101-43121-222	1,039.11
101-43121-224	INTERSTATE BUILDING SUPPLY	BARRICADES	211148	101-43121-224	24.33
101-43121-224	INTERSTATE BUILDING SUPPLY	BARICADES	211499	101-43121-224	6.49
101-43121-305	MN VALLEY HEALTH CENTER	DRUG COLLECTION	INV0002543	101-43121-305	25.00
101-43121-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-43121-381	265.80
101-43121-404	DISTEL GRAIN SYSTEMS	PLOW REPAIR	06436	101-43121-404	31.25
101-43121-404	DISTEL GRAIN SYSTEMS	WLED TANKER	08402	101-43121-404	35.00
101-43121-404	DISTEL GRAIN SYSTEMS	PLOW REPAIR	4250	101-43121-404	31.85
<b>Department 43121 - STREET DEPARTMENT Total:</b>					<b>3,730.45</b>
<b>Department: 43125 - ICE &amp; SNOW REMOVAL</b>					
101-43125-252	RDO EQUIPMENT	CUTTING BLADES	P55540	101-43125-252	723.54
<b>Department 43125 - ICE &amp; SNOW REMOVAL Total:</b>					<b>723.54</b>
<b>Department: 44000 - SAFETY &amp; WELLNESS</b>					
101-44000-433	MINNESOTA SAFETY COUNCIL	MEMBERSHIP DUES	002501	101-44000-433	495.00
<b>Department 44000 - SAFETY &amp; WELLNESS Total:</b>					<b>495.00</b>
<b>Department: 45201 - PARK DEPARTMENT</b>					
101-45201-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002549	101-45201-221	80.00
101-45201-380	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-45201-380	58.50
101-45201-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-45201-381	880.72
<b>Department 45201 - PARK DEPARTMENT Total:</b>					<b>1,019.22</b>
<b>Department: 45500 - LIBRARY MAINTENANCE</b>					
101-45500-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	101-45500-381	486.78
101-45500-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2151	101-45500-400	999.98
101-45500-401	COLE PAPERS INC.	SUPPLIES	9162793	101-45500-401	149.52
<b>Department 45500 - LIBRARY MAINTENANCE Total:</b>					<b>1,636.28</b>
<b>Fund 101 - GENERAL FUND Total:</b>					<b>57,722.57</b>
<b>Fund: 225 - FIRE SERVICE FUND</b>					
<b>Department: 42200 - FIRE SERVICE</b>					
225-42200-221	KIRVIDA FIRE, INC.	EQUIPMENT REPAIR PARTS	5240	225-42200-221	2,268.92

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
225-42200-221	GRAINGER	PRESSURE SWITCH	9924811038	225-42200-221	58.96
225-42200-221	SCOTT VON LEHE	FOOD	INV0002511	225-42200-221	114.82
225-42200-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	225-42200-381	678.85
225-42200-401	JOHN HENERY FOSTER	BUILDING MAINTENANCE	10218352-00	225-42200-401	133.78
<b>Department 42200 - FIRE SERVICE Total:</b>					<b>3,255.33</b>
<b>Fund 225 - FIRE SERVICE FUND Total:</b>					<b>3,255.33</b>

**Fund: 226 - AMBULANCE SERVICE FUND**

226-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	226-21701	3.75
226-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	226-21702	1.62
226-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	226-21703	5.22
226-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	226-21704	6.11
226-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	226-21705	9.50
226-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	226-21709	14.91
226-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	226-21712	1.22
226-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	226-21719	0.44
					<b>42.77</b>

**Department: 42153 - AMBULANCE SERVICES**

226-42153-206	G & K SERVICES INC	LINEN SERVICE	1002437716	226-42153-206	171.81
226-42153-206	G & K SERVICES INC	LINEN SERVICE	1002460546	226-42153-206	183.94
226-42153-212	SA FLEET ONE LLC	FUEL	4477250050	226-42153-212	121.32
226-42153-264	PRAXAIR DISTRIBUTION, INC	OXYGEN	54583396	226-42153-264	514.14
226-42153-321	VERIZON WIRELESS	CELLULAR SERVICE	9758153893	226-42153-321	42.10
226-42153-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	226-42153-381	100.99
226-42153-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2148	226-42153-400	69.17
226-42153-437	CHAD NEPPER	SUPPLIES	INV0002513	226-42153-437	242.65
<b>Department 42153 - AMBULANCE SERVICES Total:</b>					<b>1,446.12</b>
<b>Fund 226 - AMBULANCE SERVICE FUND Total:</b>					<b>1,488.89</b>

**Fund: 227 - PARA-TRANSIT FUND**

227-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	227-21701	338.34
227-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	227-21702	155.22
227-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	227-21703	522.18
227-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	227-21704	615.57
227-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	227-21705	50.61
227-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	227-21709	44.97
227-21711	MN CHILD SUPPORT PAYMENT	REMITTANCE IDENTIFIER:	INV0002527	227-21711	321.41
227-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	227-21712	122.12
227-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	227-21713	50.00
227-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	227-21719	49.07
					<b>2,269.49</b>

**Department: 49800 - EQUIPMENT, MAINT, GARAGE**

227-49800-221	MICHEL'S REPAIR, LLC	REPAIR LIFT	2437	227-49800-221	1,671.22
227-49800-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002549	227-49800-221	48.00
<b>Department 49800 - EQUIPMENT, MAINT, GARAGE Total:</b>					<b>1,719.22</b>

**Department: 49804 - ADMINISTRATION**

227-49804-305	MN VALLEY HEALTH CENTER	DRUG COLLECTION	INV0002543	227-49804-305	91.00
227-49804-321	VERIZON WIRELESS	CELLULAR SERVICE	9758067985	227-49804-321	90.95
227-49804-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	227-49804-381	130.00
227-49804-400	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2148	227-49804-400	86.67
<b>Department 49804 - ADMINISTRATION Total:</b>					<b>398.62</b>
<b>Fund 227 - PARA-TRANSIT FUND Total:</b>					<b>4,387.33</b>

**Fund: 229 - CABLE TV FUND**

229-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	229-21701	34.55
229-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	229-21702	18.49
229-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	229-21703	53.82
229-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	229-21712	12.58
					<b>119.44</b>
<b>Fund 229 - CABLE TV FUND Total:</b>					<b>119.44</b>

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
<b>Fund: 235 - AIRPORT FUND</b>					
<b>Department: 49810 - AIRPORT ADMINISTRATION</b>					
235-49810-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	235-49810-381	343.30
<b>Department 49810 - AIRPORT ADMINISTRATION Total:</b>					<b>343.30</b>
<b>Fund 235 - AIRPORT FUND Total:</b>					<b>343.30</b>
<b>Fund: 240 - HRA FUND</b>					
240-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	240-21701	385.29
240-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	240-21702	137.88
240-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	240-21703	325.28
240-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	240-21704	389.22
240-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	240-21705	39.88
240-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	240-21709	27.13
240-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	240-21712	76.08
240-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	240-21719	83.46
					<b>1,464.22</b>
<b>Fund 240 - HRA FUND Total:</b>					<b>1,464.22</b>
<b>Fund: 250 - YOUTH OPPORTUNITIES FUND</b>					
250-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	250-21703	93.00
250-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	250-21712	21.76
					<b>114.76</b>
<b>Fund 250 - YOUTH OPPORTUNITIES FUND Total:</b>					<b>114.76</b>
<b>Fund: 601 - WATER UTILITY FUND</b>					
601-14100	MINNESOTA PIPE & EQUIPMENT	METER PARTS	0650033	601-14100	94.47
601-16315	AUTOMATIC SYSTEMS CO.	WELL #3 REHAB	29770	601-16315	9,582.00
601-16315	AUTOMATIC SYSTEMS CO.	WELL #3 REHAB	29771	601-16315	3,762.00
601-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	601-21701	621.37
601-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	601-21702	245.40
601-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	601-21703	730.52
601-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	601-21704	874.77
601-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	601-21705	112.98
601-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	601-21709	173.55
601-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	601-21712	170.98
601-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	601-21713	25.01
601-21718	FIRST FARMERS & MERCHANTS	BRINKER DEFERRED COMP	INV0002526	601-21718	180.78
601-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	601-21719	80.83
					<b>16,654.66</b>
<b>Department: 49410 - POWER AND PUMPING</b>					
601-49410-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	601-49410-381	8,906.56
<b>Department 49410 - POWER AND PUMPING Total:</b>					<b>8,906.56</b>
<b>Department: 49420 - PURIFICATION</b>					
601-49420-312	UTILITY CONSULTANTS INC	LAB TESTING	90769	601-49420-312	70.00
<b>Department 49420 - PURIFICATION Total:</b>					<b>70.00</b>
<b>Department: 49430 - DISTRIBUTION</b>					
601-49430-244	MINNESOTA PIPE & EQUIPMENT	MAINTENANCE OF WATER MAINS	0349892	601-49430-244	1,339.40
601-49430-244	PARROTT CONTRACTING, INC.	WATER MAIN REPAIR	15259	601-49430-244	13,875.00
<b>Department 49430 - DISTRIBUTION Total:</b>					<b>15,214.40</b>
<b>Department: 49440 - ADMINISTRATION &amp; GENERAL</b>					
601-49440-201	INNOVATIVE OFFICE SOLUTIONS	SUPPLIES	IN1032733	601-49440-201	19.20
601-49440-207	MN AWWA	TRAINING	200001003	601-49440-207	135.00
601-49440-217	CINTAS CORPORATION LOC.	UNIFORMS	754539260	601-49440-217	87.47
601-49440-217	CINTAS CORPORATION LOC.	UNIFORMS	754541907	601-49440-217	42.59
601-49440-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002552	601-49440-221	80.00
601-49440-309	NEON LINK	MONTHLY SERVICE	1176	601-49440-309	109.36
601-49440-322	LESUEUR POST OFFICE	POSTAGE PERMIT #50	INV0002545	601-49440-322	45.00
601-49440-401	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2152	601-49440-401	203.13

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
601-49440-436	GOPHER STATE ONE CALL	LOCATES	154400	601-49440-436	10.88
<b>Department 49440 - ADMINISTRATION &amp; GENERAL Total:</b>					<b>732.63</b>
<b>Fund 601 - WATER UTILITY FUND Total:</b>					<b>41,578.25</b>

**Fund: 602 - SEWER UTILITY FUND**

602-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	602-21701	513.33
602-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	602-21702	203.80
602-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	602-21703	610.14
602-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	602-21704	735.32
602-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	602-21705	89.67
602-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	602-21709	156.87
602-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	602-21712	142.76
602-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	602-21713	25.01
602-21718	FIRST FARMERS & MERCHANTS	BRINKER DEFERRED COMP	INV0002526	602-21718	161.75
602-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	602-21719	63.58
<b>Department 49470 - SEWER LIFT STATIONS</b>					<b>461.78</b>
602-49470-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	602-49470-381	461.78
<b>Department 49470 - SEWER LIFT STATIONS Total:</b>					<b>461.78</b>

**Department: 49490 - ADMINISTRATION & GENERAL**

602-49490-201	INNOVATIVE OFFICE SOLUTIONS	SUPPLIES	IN1032733	602-49490-201	19.19
602-49490-217	CINTAS CORPORATION LOC.	UNIFORMS	754539260	602-49490-217	87.47
602-49490-217	CINTAS CORPORATION LOC.	UNIFORMS	754541907	602-49490-217	42.58
602-49490-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002552	602-49490-221	80.00
602-49490-309	NEON LINK	MONTHLY SERVICE	1176	602-49490-309	109.36
602-49490-322	LESUEUR POST OFFICE	POSTAGE PERMIT #50	INV0002545	602-49490-322	45.00
602-49490-401	PROFESSIONAL CLEANING	JANITORIAL SERVICES	2152	602-49490-401	203.12
602-49490-436	GOPHER STATE ONE CALL	LOCATES	154400	602-49490-436	10.87
<b>Department 49490 - ADMINISTRATION &amp; GENERAL Total:</b>					<b>597.59</b>
<b>Fund 602 - SEWER UTILITY FUND Total:</b>					<b>3,761.60</b>

**Fund: 604 - ELECTRIC UTILITY FUND**

604-16420	EQUITY BUSINESS SOLUTIONS	SOFTWARE SUPPORT	11018	604-16420	41.25
604-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	604-21701	2,101.87
604-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	604-21702	862.38
604-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	604-21703	2,438.28
604-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	604-21704	2,919.03
604-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	604-21705	315.60
604-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	604-21709	581.76
604-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	604-21712	570.12
604-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	604-21713	74.96
604-21718	FIRST FARMERS & MERCHANTS	BRINKER DEFERRED COMP	INV0002526	604-21718	684.51
604-21719	FIRST FARMERS & MERCHANTS	HCSP	INV0002531	604-21719	356.70
604-21720	AFLAC	Janauary 2016 Premium	INV0002542	604-21720	87.76
604-21725	AFLAC	Janauary 2016 Premium	INV0002542	604-21725	46.94
<b>Department 49560 - POWER SUPPLY</b>					<b>55,932.95</b>
604-49560-258	MMPA C/O AVANT ENERGY	DECEMBER 2015 ENERGY	2445	604-49560-258	55,932.95
604-49560-259	MMPA C/O AVANT ENERGY	DECEMBER 2015 ENERGY	2445	604-49560-259	103,488.00
604-49560-260	MMPA C/O AVANT ENERGY	DECEMBER 2015 ENERGY	2445	604-49560-260	358,960.75
<b>Department 49560 - POWER SUPPLY Total:</b>					<b>518,381.70</b>

**Department: 49570 - TRANSMISSION & DISTRIBUTION**

604-49570-221	LESUEUR COUNTY TREASURER	LICENSE TABS	INV0002552	604-49570-221	272.00
604-49570-230	GOPHER STATE ONE CALL	LOCATES	153645	604-49570-230	43.60
604-49570-230	BORDER STATES ELEC SUPPLY	CURRENT TRANSFORMERS	910522063	604-49570-230	496.86
604-49570-234	WESCO RECEIVABLES CORP.	SODIUM BULBS	248118	604-49570-234	363.82
604-49570-234	WESCO RECEIVABLES CORP.	BULBS	255035	604-49570-234	197.10
604-49570-240	BOUND TREE MEDICAL LLC	AED BATTERY	82010498	604-49570-240	290.02
604-49570-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	604-49570-381	2,176.92

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
604-49570-383	CENTER POINT ENERGY	GAS UTILITIES-5974324-5	INV0002546	604-49570-383	135.51
<b>Department 49570 - TRANSMISSION &amp; DISTRIBUTION Total:</b>					<b>3,975.83</b>
<b>Department: 49590 - ADMINISTRATION &amp; GENERAL</b>					
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754397017	604-49590-217	133.45
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754531305	604-49590-217	134.26
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754533954	604-49590-217	204.22
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754536635	604-49590-217	146.32
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754539259	604-49590-217	172.04
604-49590-217	CINTAS CORPORATION LOC.	UNIFORMS	754541906	604-49590-217	140.11
604-49590-309	NEON LINK	MONTHLY SERVICE	1176	604-49590-309	328.08
604-49590-309	LESUEUR COUNTY RECORDER	RECORDING ORDINANCE #547	INV0002508	604-49590-309	46.00
604-49590-309	LESUEUR COUNTY RECORDER	RECORDING ORDINANCE #546	INV0002509	604-49590-309	46.00
604-49590-321	VERIZON WIRELESS	CELLULAR SERVICE	9758170797	604-49590-321	439.09
604-49590-322	LESUEUR POST OFFICE	POSTAGE PERMIT #50	INV0002545	604-49590-322	135.00
604-49590-434	ROGER & NYLA PROBST	ELECTRIC UTILITY	INV0002510	604-49590-434	274.64
604-49590-437	MN VALLEY HEALTH CENTER	DRUG COLLECTION	INV0002543	604-49590-437	141.00
604-49590-719	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	604-49590-719	11,282.57
604-49590-722	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	604-49590-722	99.61
<b>Department 49590 - ADMINISTRATION &amp; GENERAL Total:</b>					<b>13,722.39</b>
<b>Fund 604 - ELECTRIC UTILITY FUND Total:</b>					<b>547,161.08</b>
<b>Fund: 606 - MN RIVER VALLEY UTILITY COMM</b>					
606-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	606-21701	538.68
606-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	606-21702	210.90
606-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	606-21703	577.60
606-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	606-21704	685.71
606-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	606-21705	45.77
606-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	606-21709	35.87
606-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	606-21712	134.96
606-21719	FIRST FARMERS & MERCHANTS	H CSP	INV0002531	606-21719	59.62
606-21720	AFLAC	January 2016 Premium	INV0002542	606-21720	44.34
<b>Fund 606 - MN RIVER VALLEY UTILITY COMM Total:</b>					<b>2,333.45</b>
<b>Fund: 615 - RECREATION FUND</b>					
615-21701	FIRST FARMERS & MERCHANTS	FIT 941 TAXES	INV0002537	615-21701	565.03
615-21702	FIRST FARMERS & MERCHANTS	STATE TAX	INV0002539	615-21702	259.19
615-21703	FIRST FARMERS & MERCHANTS	SS 941 TAXES	INV0002538	615-21703	1,060.24
615-21704	FIRST FARMERS & MERCHANTS	PERA	INV0002532	615-21704	909.18
615-21705	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	615-21705	93.67
615-21709	LINCOLN NATIONAL LIFE	JANUARY 2016 PREMIUM	INV0002541	615-21709	113.08
615-21712	FIRST FARMERS & MERCHANTS	MED 941 TAXES	INV0002536	615-21712	248.00
615-21713	AXA EQUITABLE	AXA EQUITABLE DEFERRED	INV0002528	615-21713	310.71
615-21719	FIRST FARMERS & MERCHANTS	H CSP	INV0002531	615-21719	61.04
615-21720	AFLAC	January 2016 Premium	INV0002542	615-21720	41.60
615-21725	AFLAC	January 2016 Premium	INV0002542	615-21725	67.74
615-6-34741	TAMMY LUDWIG	REFUND	INV0002553	615-6-34741	240.98
<b>Fund 615 - RECREATION FUND Total:</b>					<b>3,970.46</b>
<b>Department: 45120 - RECREATION ADMINISTRATION</b>					
615-45120-207	KRIS ANN KRAUSE	INSTRUCTOR TRAINING	INV0002555	615-45120-207	153.50
615-45120-217	RED WING SHOE STORE	BOOTS	7230000001852	615-45120-217	203.99
615-45120-218	GOPHER	BITTY BASKETBALL	9089020	615-45120-218	718.47
615-45120-271	A.H. HERMEL COMPANY	VENDING MACHINE EXPENSE	547235	615-45120-271	595.94
615-45120-271	A.H. HERMEL COMPANY	VENDING MACHINE EXPENSE	548614	615-45120-271	176.74
615-45120-271	A.H. HERMEL COMPANY	VENDING MACHINE EXPENSE	550014	615-45120-271	79.17
615-45120-271	A.H. HERMEL COMPANY	VENDING MACHINE EXPENSE	551156	615-45120-271	190.00
615-45120-343	COMMUNITY EDUCATION	ADVERTISING	INV0002554	615-45120-343	325.20
615-45120-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	615-45120-381	10,159.12
615-45120-392	DISTEL GRAIN SYSTEMS	LP REFILL	08112	615-45120-392	72.69
615-45120-392	DISTEL GRAIN SYSTEMS	LP REFILL	08117	615-45120-392	72.69

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
615-45120-392	DISTEL GRAIN SYSTEMS	LP REFILL	08264	615-45120-392	72.69
615-45120-392	DISTEL GRAIN SYSTEMS	LP REFILL	08385	615-45120-392	72.69
615-45120-433	MIAMA	MIAMA DUES	3220	615-45120-433	150.00
615-45120-433	MRPA	DUES	INV0002523	615-45120-433	299.00
615-45120-437	MAYER SOFT WATER-CULLIGAN	WATER COOLER	210890	615-45120-437	34.92
615-45120-437	SESAC	LICENSE	4154471	615-45120-437	470.90
615-45120-437	MEDIACOM LLC	INTERNET SERVICE	INV0002522	615-45120-437	109.95
<b>Department 45120 - RECREATION ADMINISTRATION Total:</b>					<b>13,957.66</b>
<b>Department: 45122 - COMM CTR BUILDING MAINT</b>					
615-45122-211	COLE PAPERS INC.	SUPPLIES	9162794	615-45122-211	410.92
615-45122-211	COLE PAPERS INC.	SUPPLIES	9163716	615-45122-211	171.20
615-45122-216	UNITED FARMERS	SUPPLIES	643017	615-45122-216	98.94
615-45122-221	RANDI GORDON	SEAMSTRESS WORK	464660	615-45122-221	40.00
615-45122-221	W.W. GOETSCH ASSOCIATES,	PUMP REPAIRS	95506	615-45122-221	35.42
615-45122-221	SPS COMPANIES, INC.	POOL HEATING PARTS	S3176822.001	615-45122-221	11.21
615-45122-221	SPS COMPANIES, INC.	FILTER	S3177435.001	615-45122-221	96.15
615-45122-223	INTERSTATE BUILDING SUPPLY	PARTS	211413	615-45122-223	14.80
615-45122-240	BLUE LINE SHARPENING & SALESBLADE SHARPENING		158240	615-45122-240	96.00
615-45122-401	BECKER ARENA PRODUCTS, INC.	BENCH CAP	00152884	615-45122-401	368.72
<b>Department 45122 - COMM CTR BUILDING MAINT Total:</b>					<b>1,343.36</b>
<b>Department: 45124 - OUTDOOR POOL EXPENDITURES</b>					
615-45124-381	LESUEUR MUNICIPAL UTILITIES	DECEMBER UTILITIES	INV0002551	615-45124-381	77.75
<b>Department 45124 - OUTDOOR POOL EXPENDITURES Total:</b>					<b>77.75</b>
<b>Fund 615 - RECREATION FUND Total:</b>					<b>19,349.23</b>
<b>Grand Total:</b>					<b>683,079.45</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	57,722.57
225 - FIRE SERVICE FUND	3,255.33
226 - AMBULANCE SERVICE FUND	1,488.89
227 - PARA-TRANSIT FUND	4,387.33
229 - CABLE TV FUND	119.44
235 - AIRPORT FUND	343.30
240 - HRA FUND	1,464.22
250 - YOUTH OPPORTUNITIES FUND	114.76
601 - WATER UTILITY FUND	41,578.25
602 - SEWER UTILITY FUND	3,761.60
604 - ELECTRIC UTILITY FUND	547,161.08
606 - MN RIVER VALLEY UTILITY COMM	2,333.45
615 - RECREATION FUND	19,349.23
<b>Grand Total:</b>	<b>683,079.45</b>

THE PRECEDING LIST OF BILLS WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE: January 11, 2016      APPROVED BY: \_\_\_\_\_

Jenelle Teppen  
City Administrator



CITY OF LE SUEUR  
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Award Lawn Mowing and Snow/Ice Removal Services Contract

DATE: For the City Council Meeting of Monday, January 11, 2016

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**PURPOSE/ACTION REQUESTED**

Consider awarding a contract for lawn mowing and snow/ice removal services.

**SUMMARY**

A request for proposals was advertised for lawn mowing and snow and ice removal services and two responses were received.

Staff proposes to use contracted services for lawn mowing (including edging of walks and curbs, blowing grass clippings from all hard surfaced areas, and weed control on vegetation growing in cemented or gravel areas as needed) and snow and ice removal when after notifying residents and businesses that either the length of the lawn, or removal of snow and ice in a timely manner are in violation of the nuisance regulations.

In the past, City staff has performed these duties, and without the proper equipment for residential work and other priorities, these services should be contracted out.

Residents and businesses who have these services performed receive a bill for the full amount. If the bill goes unpaid, we'll go through the certification to the County Auditor for collection with property taxes process.

Construction and Tree Services proposed \$60/hour for lawn services, and \$60/hour for snow and ice removal.

Henderson Lawn Care proposed \$80/per 50x100 foot lot for lawn services, and no proposal for snow and ice removal services.

I believe that the proposal from Henderson Lawn Care is lower than that of Construction and Tree Services because a thorough job of mowing, trimming and removal of grass clippings takes longer than one hour on a 50 x 100 lot.

**RECOMMENDATION**

Staff recommends the Council award the contract for lawn mowing services to Henderson Lawn Care and the contract for snow and ice removal services to Construction and Tree Services. These prices are guaranteed for the three year term of the contract.



CITY OF LE SUEUR  
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Resolution Approving the Citizen Participation Plan for Small Cities Development Program Application

DATE: For the City Council meeting of Monday, January 11, 2015

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**PURPOSE/ACTION REQUESTED**

Approve the attached resolution regarding the Citizen Participation Plan that is a requirement of the Small Cities Development Program (SCDP) application.

**SUMMARY**

The City will hold a public hearing on Monday, January 25 at 6:30 pm to fulfill the requirements of the Citizen Participation Plan for the SCDP application to the Department of Employment and Economic Development.

**RECOMMENDATION**

Staff recommends the Council approve the attached resolution.

# CITY OF LE SUEUR

## Citizen Participation Plan

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of Le Sueur (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

### **Public Hearing**

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities, and any past CDBG performance.

Prior to submitting the CDBG application to the State of Minnesota, the Applicant will conduct a public hearing on Monday, January 25<sup>th</sup> at 6:30 pm or soon thereafter to identify community development and housing needs; including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant will, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities will be reviewed, if applicable. Compliance with historic requirements of the CDBG program will be discussed, including whether there are/may be any historic or potentially historic buildings in the target area, and how the Applicant intends to address compliance with federal regulations governing the "Protection of Historic Properties."

Formal notice of the public hearing will be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low and moderate income persons benefiting from or affected by proposed CDBG activities. As circumstances warrant, and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. If the Applicant anticipates a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens will be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

### **Public Information and Records**

Information and records regarding the proposed and any past use of CDBG funds will be available at the Le Sueur City Hall located at 203 South 2<sup>nd</sup> Street in Le Sueur, MN during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

### **Written Comments and Response**

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

City of Le Sueur

\_\_\_\_\_  
Robert Broeder, Mayor of Le Sueur

\_\_\_\_\_  
Date

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF LE SUEUR**

**ADOPTING THE CITIZEN PARTICIPATION PLAN AS PART OF  
THE SMALL CITIES DEVELOPMENT PROGRAM PROJECT**

**WHEREAS**, the City of Le Sueur (the “City”) intends to make application for project(s) contained in the Minnesota Department of Employment and Economic Development (“DEED”) Small Cities Development Program (“SCDP”) application, to be submitted on February 25, 2016; and

**WHEREAS**, a SCDP grant award may be considered by DEED only if the City certifies that it is following a detailed citizen participation plan, pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended; and

**WHEREAS**, it is appropriate for the City to adopt and adhere to the Citizen Participation Plan, attached as Exhibit A, including but not limited to conducting a public hearing to consider citizen input on the SCDP application on January 25, 2016 at 6:30 pm, or soon thereafter, at the Le Sueur City Hall, 203 South 2nd Street, Le Sueur, Minnesota.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LE SUEUR, LE SUEUR COUNTY, MINNESOTA, THAT:** the Mayor is hereby authorized to execute the City of Le Sueur Citizen Participation Plan.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted by the City Council of the City of Le Sueur on this 11th day of January, 2016.

**SIGNED:**

**WITNESSED:**

\_\_\_\_\_  
Robert Broeder, Mayor

\_\_\_\_\_  
Monica Muchow, City Clerk



CITY OF LE SUEUR  
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Nuisance Violation Hearing

DATE: For the City Council Meeting of Monday, January 11, 2016

---

**PURPOSE/ACTION REQUESTED**

Consider an Order to declare the vehicle located at 1101 North Court Street in violation of City Code Chapter 97.07 and order abatement of the nuisance.

**SUMMARY**

The property owner at 1101 North Court Street has failed to comply with the City's request to remove an inoperable, unregistered, vehicle that is parked on an unimproved surface. In order for the City to abate the nuisance, the City Council is required to give the property owner an opportunity to be heard.

The property owner was notified via certified mail and by posting a notice at the property that they have that opportunity at this meeting.

Should the property owner appear, the Council should allow him an opportunity to speak to the nuisance violation. Following that the Council should discuss how they would like to proceed.

The Council may consider allowing him an additional amount of time in which to abate the nuisance, or they may decide that he has had adequate time in which to abate it.

Once the City Council has determined that the nuisance exists and whether the property owner has had adequate time to abate it, they should consider the attached resolution and Order that states the Council has found the conditions to be a nuisance and further orders that if the nuisance is not abated within the time prescribed by the City Council, the City will seek injunctive relief by obtaining an administrative search warrant and abate the nuisance. The costs to abate the nuisance will be the responsibility of the property owner and should the bill go unpaid, the City will certify the costs (plus administrative fee) to the County for collection with property taxes.

**RECOMMENDATION**

Staff recommends the Council allow the property owner to appeal the nuisance violation if they are in attendance and then make a determination as to whether the violation exists and determine the date by which the nuisance should be abated, and if it is not abated to the satisfaction of the Police Chief (or designee), the City will abate the nuisance as set forth in the attached Resolution and Order.

RESOLUTION NO. 16 - \_\_\_\_\_

ORDER PURSUANT TO CITY CODE CHAPTER 97.09 (A)

At a meeting of the City Council in and for the City of Le Sueur, Minnesota, which meeting was duly called and held on the 11<sup>th</sup> day of January 2016 at 6:30 o'clock pm, all Councilpersons were present. Mayor Broeder presided at the meeting and the following Resolution was offered by Councilperson \_\_\_\_\_ who duly moved for its adoption:

WHEREAS, Pursuant to City Code Chapter 97.09 (A), the City Council of Le Sueur, Minnesota finds the property located at 1101 North Court Street, Le Sueur, Minnesota.

To be in violation of the City's Code Chapter 97.07 for the following reasons:

- Maintains or permits a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public.

WHEREAS, the conditions listed above have been fully documented by the City's Police Department and the property owner received the notice on December 1, 2015 that the nuisance must be abated.

WHEREAS, At the time of this Resolution the property still constitutes a public nuisance.

NOW, THEREFORE BE IT RESOLVED by the City Council in and for the City of Le Sueur, Minnesota, as follows:

1. That pursuant to the foregoing Findings and in accordance with City Code Chapter 97, the Council does hereby order the record owners of the above public nuisance or their representatives to make the following corrections on the property located at 1101 North Court Street, Le Sueur, Minnesota:
  - a. The nuisance must be abated to the satisfaction of the Police Chief (or designee) by \_\_\_\_\_, 20\_\_\_\_.
2. That an administrative search warrant will be sought from the District Court of Le Sueur County in which the public nuisance exists unless the nuisance is abated by the above date.
3. That if the City must take action to enforce this Order, all enforcement costs will be the responsibility of the property owner, and if they go unpaid, the costs will be specially assessed against the property and collected in accordance with Minnesota Statue Sections 429.061.
4. That if the City must take action to enforce this Order, the City shall abate the nuisance in full.

Said Resolution was duly seconded by Councilperson \_\_\_\_\_ and put to a vote. Voting in favor were Councilpersons \_\_\_\_\_.

Voting against \_\_\_\_\_.

Motion carried.

Approved this 11<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Robert Broeder, Mayor

ATTEST:

\_\_\_\_\_  
Monica Muchow, City Clerk



CITY OF LE SUEUR  
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Donation Requests

DATE: For the City Council Meeting of Monday, January 11, 2016

---

**PURPOSE/ACTION REQUESTED**

Consider requests made to the City for donations.

**SUMMARY**

The City has for the past number of years made annual donations to area organizations. In order to assure that these donations meet the requirements set forth in state statute, an application process was developed.

As a reminder, the City is able to disperse the funds only for a public purpose as defined by the Minnesota Supreme Court; the activity will benefit the community as a body, the activity is directly related to functions of a government, and the activity does not have as its primary objective the benefit of a private interest. The Court has also held that the general objective of a public purpose is to promote the following for all of a city's residents:

- Public health
- Safety
- General welfare
- Security
- Prosperity
- Contentment

Letters were sent to each of the organizations that received funds in 2015 and were notified that their requests must detail the following:

- Applicants may attach copies of financial records to establish financial need with their completed application. These may include: bank statements, and copies of IRS form 1023 and 990 if required to file. The City reserves the right to request these documents for consideration.
- Additionally, all applications must report accurately the purpose of the requested funding. The intent of this funding is for programmatic support, and not administrative

burdens.

- No donation will be provided for programs or services, which are a duplication of any existing program or service provided to the public via public funding.
- No donation will be made to groups from outside the City of Le Sueur unless it can be demonstrated that the donation funds will be used within the City of Le Sueur and/or for the benefit of its residents.
- No donation will be made to an organization for the explicit purposes of a nature, which can be defined as: religious, discriminates against a recognized protected class, or for a political campaign.

\$25,000 was set aside in the 21016 budget for donations. I received six applications totaling \$26,750, and they are:

- Youth Opportunities \$10,000
- Le Sueur Little League Baseball \$750
- Chamber of Commerce \$8,000
- Southern Minnesota Initiative Fund \$1,000
- Le Sueur Housing and Redevelopment Authority \$2,000
- Habitat for Humanity \$5,000

In 2015 the City donated to the following:

- Youth Opportunities \$10,000
- Le Sueur Little League \$700
- Chamber of Commerce \$5,000
- South Minnesota Initiative Fund \$1,000
- Le Sueur Housing and Redevelopment Authority \$1,000
- Mayo House \$4,500

I did not receive an application from Mayo House.

### **RECOMMENDATION**

It appears that all of the applications meet the standard established by the Minnesota Supreme Court. The Council should determine the level of funding for each organization.

# YO!

## *Le Sueur—Henderson Youth Opportunities*

Phone: 507-665-6264 ▶ Post Office Box 223 ▶ Le Sueur, MN 56058

Office and Activities Area ▶ Le Sueur Community Center ▶ 821 East Ferry Street, Le Sueur

December 28, 2015

Jenelle Teppen, City Administrator  
City of Le Sueur  
205 Second Street  
Le Sueur, MN 56058

Dear Jenelle:

I would first like to communicate our thanks for the consistent support, both financial and instrumental, that the city has always provided to Youth Opportunities. It is fair to say that we would have a difficult time continuing the work of our organization without that support.

Over the past 10 years, since our re-organization as Youth Opportunities, we have sought out ways to connect with other groups, organizations and businesses from the area. Building bridges, sharing resources and working together we have achieved some very positive outcomes in our communities! We are proud of our record of creative collaboration. We are also proud of our history of developing engaging, quality youth programs that also serve to channel the energy and enthusiasm of our young people into efforts that make our communities better places to live. We have also seen the need for Youth Opportunities and their affordable programming growing to keep our youth involved in positive, safe activities during their out of school time. This past year, we had 64% of our youth in our classes of complete scholarships. There is no way that would have been possible without the generous support from the City of Le Sueur.

We hope that you, the Mayor, and the City Council feel that the on-going investment in YO! has been a worthwhile one. And we hope that you continue to see merit in the work that we do to make Le Sueur a better, stronger, and healthier community for our youth. On behalf of the YO! Board of Directors, I would like to express our hope that you will continue to extend your kind support for 2016.

Sincerely,



Melissa Goettl, Program Director  
LS-H Youth Opportunities

FUN AND ENGAGING ACTIVITIES FOR KIDS!



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 10,000

**Organization Name and Address Information**

Organization Name LSH Youth Opportunities

Address PO Box 223

City Le Sueur State MN Zip Code 56058

Contact Name Melissa Goettl Telephone (507) 665-6264

E-mail lshyouthopportunities@gmail.com Fax n/a

**Organization Information**

Number of Members see attached Le Sueur Residents see attached Membership Fee If Applicable see attached

Geographic Area Served Le Sueur and Henderson Date Formed 2006

Outline the mission, purpose, and objectives of your organization.

See attached

List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

see attached

Type of Organization (i.e. 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

501c3  
41-1944056

Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year— other donations, grants/subsidies, private funding, etc.).

see attached

Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

office use at Community Center, fiscal agent

Have you received any donations from the City of Le Sueur in the past?

If so: Amount Requested \$10,000 Amount Approved \$10,000  Yes  No  
Year(s) 2006-2014  
yearly

**Signature of Authorized Official(s)**

M. L. Lutha, Program Director

Date 12/28/15

Name and Position

Date

Name and Position

**For Office Use Only**

Approval Status:  Approved  Denied

Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Public Purpose Criteria Met: \_\_\_\_\_

**Note:** Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk. 203 S 2<sup>nd</sup> St Le Sueur, MN 56058

### Organizational Information

Number of Members- We have 6 board members, all of which reside in Le Sueur. There is no membership fee to be on our board of directors.

But if you are asking for how many youth we service a year, it would be over 230 youth/families from Le Sueur/ Henderson participate in at least one of our events/ programs each year. Most of our events, like our teen nights that usually have 70-80 children at, are completely free. During the summer, our programs have a minimal fee. Most range from \$5-\$20 to help cover some of the expenses of materials, but some of completely free as well. We also do offer scholarships to those that are unable to cover the cost of the classes. This past summer, 64% of the youth in our programs were there on complete scholarships.

### Our Mission

Youth Opportunities is a not-for-profit organization that engages the community to promote positive youth development through out-of-school-time programming opportunities. Programs are specifically designed for youth ages 9-15, and are guided by the principles of quality youth development in a safe environment.

### List of purposes donation would be used for:

- \*Help cover program director's salary
- \* Scholarships for youth that are unable to cover costs of programs
- \*Phone services through Vonage
- \*general operating expenses

### Other sources of revenue

- \*aDDDvantage Creations- use of The Lodge for classes
- \*Carl and Verna Schmidt Foundation- \$1,600.00 for summer intern
- \*Community Charities of MN- \$500.00- class expenses
- \*Henderson Lions- \$100.00- general fund
- \*Le Sueur County Sheriff's Posse- \$500.00- general fund

- \*Le Sueur Jaycees- \$500.00- general fund
- \*Le Sueur Knights of Columbus- \$300.00- Teen Night expenses
- \*Le Sueur Lions- \$1,000.00- general fund
- \*Le Sueur Rotary- \$1,000.00- general fund
- \*MVEC- \$600.00- transportation expenses for classes
- \*Oberle, Ltd.- \$100 off tax filing
- \*Treasures in Town- \$2,000- general fund
- \*United Funds of Le Sueur- \$5,500.00- administrator's expenses, scholarships, class expenses
- \*Dr. Jo Anderson's memorial- \$420- scholarships
- \*Summer Program fees- about \$500- classes expenses
- \* Teen night concession sales- \$262- scholarships and class expenses

Internal Revenue Service  
P.O. Box 2508  
Cincinnati, OH 45201

Department of the Treasury

Date:

SEP 08 2006

YOUTH OPPORTUNITIES (YO!)  
PO BOX 223  
LE SUEUR MN 56058-0223

Person to Contact:

Tracy Garrigus #31-07307

Toll Free Telephone Number:

877-829-5500

Employer Identification Number:

41-1944056

Dear Sir or Madam:

This is in response to the amendment to your organization's Articles of Incorporation filed with the state on May 8, 2006. We have updated our records to reflect the name change as indicated above.

Our records indicate that a determination letter was issued in December 1999 that recognized you as exempt from Federal income tax. Our records further indicate that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Cindy Westcott  
Manager, Exempt Organizations  
Determinations

# LE SUEUR – HENDERSON YOUTH OPPORTUNITIES

## ORGANIZATION INFORMATION

### History

In 1998, Le Sueur-Henderson Healthy Communities, Inc, a 501(c)(3) organization was established as a community-based effort to nurture youth of all ages in the communities of Le Sueur and Henderson, Minnesota. LSH Healthy Communities was an expansion of the former Chemical Use Education (CUE) Committee and Creative Alternatives Network (CAN) Committee, formed in 1975 and 1990 respectively. All the groups shared a long history of promoting a wide range of services for youth. From early childhood issues to chemical abuse prevention and conflict resolution, Healthy Communities and its predecessors provided valuable services to many residents of our area.

In 2006, Le Sueur-Henderson Healthy Communities, Inc. changed its name and redefined its mission. Youth Opportunities (YO! for short) has narrowed its focus considerably. Following current youth development philosophy, which points to the value of employing proactive strategies, YO! works to engage young people in positive, creative activities that emphasize skill development. YO!'s goal is to act, not react. Beyond addressing existing problems, YO! works at preventing problems by preparing youth to handle the challenges that they will undoubtedly encounter. In keeping with this philosophy, early adolescence is understood to be an especially important window of time in the life of any person. This critical stage of life has been identified as crucial in the development of lifelong skills and positive lifestyle habits. It is the age group that Youth Opportunities seeks to serve.

### Purpose

Youth Opportunities is a not-for-profit organization that engages the community to promote positive youth development through out-of-school-time programming opportunities. Programs are specifically designed for youth ages 9-15, and are guided by the principles of quality youth development.

### Key Definitions

Out-of-school time: Waking hours each week when young people are not occupied with school, studies, or routine family activities

### Principles of Quality

Youth Development: Programs that make a difference provide:

- ♦ Safe places
- ♦ Clear expectations
- ♦ Caring relationships with adults
- ♦ Opportunities to belong
- ♦ Positive values
- ♦ Opportunities to make a real difference

## Youth Opportunities' Identified Keys to Success

- Emphasis on quality
- Commitment to meeting the basic needs of youth and the community
- Youth participation in decision making
- Clear identification of target audiences
- Intentional programming with identified outcomes
- Staying relevant and meaningful for youth
- Proactive outreach to underserved communities

## MAKING THE CASE FOR MIDDLE SCHOOL OUT-OF-SCHOOL-TIME PROGRAMS

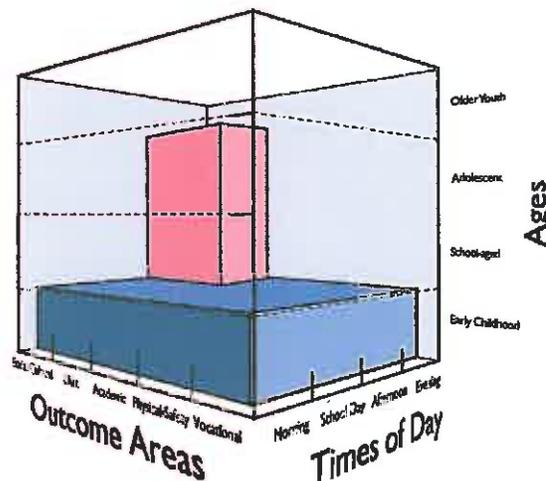
Although some programs are currently offered by Le Sueur – Henderson Community Education, City of Le Sueur Parks and Recreation, membership programs such as Scouting, 4-H and local athletic associations, there is an identified need for additional offerings. Recent (and on-going) focus groups and surveys of 5<sup>th</sup> – 8<sup>th</sup> grade students conducted by Youth Opportunities in Le Sueur and Henderson have identified the need for activities beyond the ones currently being offered. Our aim is not to compete with any of the other worthy organizations that serve youth in our communities. Rather, we all need to work together to assure that any unmet needs are addressed.

The challenges YO! faces are:

- improving the quality, availability and impact of out-of-school time learning experiences, and
- encouraging choices that strengthen positive youth development, educational growth and family strength.

The Waking Hours Filled by  
Early Childhood and School

School age  
kids spend  
less than  
25% of their  
waking  
hours in  
school  
during the  
year.



Pitman (2001) and Department of Education  
and Justice Labor Statistics

## **Target audience**

The primary audience is elementary and middle school youth ages 9-15. The secondary audience is Le Sueur and Henderson community members. YO! is committed to including a service project experience in its program offerings to encourage youth citizenship that benefits the community. The rationale for including this facet in our program designs is based on the demonstrated connection between community connection and youth development. Youth who are involved in their communities are less likely to engage in risky behaviors. A particular focus of YO! is to recruit and serve those young people identified as at risk or under-served.

All youth in the specified age group will be eligible to enroll in YO! programs. The program director will consult with school counselors and social workers to identify and recruit youth that could benefit from participation in YO! programs but may be hesitant to enroll.

## **THE TASK BEFORE US**

The challenges YO! faces are:

- improving the quality, availability and impact of out-of-school-time learning experiences, and
- encouraging choices that strengthen positive youth development, educational growth and family strength.

There are many options for filling out-of-school time hours. It may be family time or vacation time. It could be participation in youth programs, sports or summer camps. It could also be time spent with friends, watching TV or surfing the internet.

More often for middle school youth, out-of-school time hours are when parents are at work. It's prime time for young people to experiment with high risk activities. Older youth (age 12 and over) are more at risk than younger children. Unsupervised teens have more opportunities for risky behavior because they are too old for some things (day care) and too young for other things (part-time jobs). While the focus for young children is care, older kids need positive challenges.

How youth spend their free time is a more powerful predictor of high-risk behavior than race, income and family structure. Research shows that participation in out-of-school time programs results in:

- Better school attendance; fewer drop outs.
- More positive attitudes toward work, greater completion of homework and improved grades.
- Higher aspirations for education beyond high school.
- Better work habits and interpersonal relationships.
- Less high-risk behavior.

## **YO! : A STRATEGY FOR ACTION**

Youth Opportunities believes in providing intentional, quality youth programming with identified outcomes. Following a period of research and strategic planning, YO! began offering a number of engaging programs for youth in the summer of 2006.

In the past, Le Sueur – Henderson Healthy Communities programs were offered primarily during the school year. Program development occurred during the summer. The cycle has been reversed in this new plan. New programs will be launched during the summer months when youth have more unstructured time.

The continued provision of programs during the school year is currently under consideration. In keeping with our organization's commitment to quality and intentionality, however, any programs developed for the school year will be specific in nature and designed to meet identified needs. One YO!-led initiative that has functioned since the 2006-07 school years is *Giant Steps to Health*. This program has been a grant-funded program supported by the General Mills Foundation. GIANT is an acronym for Get Into Activity and Nutrition Together. It is a collaborative effort including YO!, the City of Le Sueur Parks and Recreation, Le Sueur – Henderson Public Schools, St. Anne's School and staff from Minnesota Valley Health Center. The goal is to have youth and their families adopt year-round healthy lifestyle changes that encourage improved nutritional choices, increased physical activity and reduced "screen time" (television, video and computer games).

## **YOUTH OPPORTUNITIES PROGRAMS**

Youth Opportunities has been able, over the several years, to offer an impressive variety of meaningful activities for youth on an extremely limited budget. Relying on community volunteers, most of the programs YO! has offered have been successfully carried out and well-attended. Surveys and anecdotal evidence have revealed that program participants both enjoyed and benefited from the activities.

An important part of our program planning process is the careful collection and analysis of student survey and focus group data. This input gives our area youth a sense of investment in the programs we provide. It also assures us that our programs continue to be relevant in meeting their changing needs and interests. We have an evolving slate of programs that are offered during out of school times. Activities and interests that arise from our focus groups are added each year when feasible, given our limited funds and changing pool of community volunteers.

Our Youth Opportunities Summer Catalog and Registration Guide is published each April. Copies are distributed by mail to all households in our school district with children grades 3 through 8. The catalog is also available at many locations throughout our two communities.

## **OUTCOMES AND EVALUATION**

YO!'s goal is to involve middle school youth in challenging and rewarding out-of-school activities that engage youth in the community and develop life skills for future success. YO! believes in intentional programming with identified outcomes. Therefore, each program includes an attempt to identify measurable objectives that can be used for evaluation purposes.

When possible, final products are displayed publicly to build awareness and recognition for youth efforts. Special effort is made in association with school counselors and social workers to involve youth not currently active in out-of-school time activities.

With the local schools' cooperation, it would be interesting to conduct our own research to see if participation in out-of-school time programs makes a difference in school attendance, homework completion, grades, attitude, aspirations, and involvement in risk behavior.

November 11, 2015

Jenelle Teppen  
Le Sueur City Administrator  
203 S. 2<sup>nd</sup> Street  
Le Sueur, MN 56058

Jenelle:

Enclosed is our application for donations and assistance from the Le Sueur Chamber of Commerce.

The Le Sueur Chamber of Commerce is a valuable asset to the community as well as to the City of Le Sueur. We are the focal point for a huge variety of information—business contacts, relocation, travel, community facilities, community activities and more. The Chamber is a business and professional community working together to make Le Sueur a better place to live and work.

The Chamber hopes to continue our fiscal partnership with the City as we see ourselves as a compliment to the work the City does. Losing your support would decrease our effectiveness in the community and would put the Chamber in a position to reevaluate our goals for 2015-2016.

We hope that you consider our request and if you have any questions regarding the Chamber application, please don't hesitate to contact me directly.

Julie Boyland

A handwritten signature in cursive script that reads "Julie Boyland".

Executive Director, Le Sueur Chamber of Commerce



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 8000.00

### Organization Name and Address Information

Organization Name Le Sueur Chamber of Commerce  
Address 500 N main st.  
City Le Sueur State MN Zip Code 56058  
Contact Name Julie Boyland Telephone 507-665-2501  
E-mail julieb@lesueurchamber.org Fax 507-665-4372

### Organization Information

Number of Members 150 Le Sueur Residents \_\_\_\_\_ Membership Fee if Applicable \_\_\_\_\_  
Geographic Area Served Le Sueur Area Date Formed 1940

Outline the mission, purpose, and objectives of your organization.

Le Sueur Chamber exists to promote the Le Sueur area and serve as a connection to businesses, community institutions and organizations, and people.

List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

*Tourism - Printed materials, visitor guides & maps, welcome packets.  
Promote city events on website and through Chamber Chat Newsletter.  
Take many calls on questions on the Community and City Events.  
Positively promoting the business community to others.*

Type of Organization (i.e. 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year— other donations, grants/subsidies, private funding, etc.).

*membership dues. Fundraising events - Ec. Dev. monthly \$574.85  
- Subsidies - United Fund and Economic Dev. - UF quarterly 1025.00  
Seeljohn Mini Storage - We collect checks for them for mini storage \$480.00  
2 yr.*

Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

*no*

Have you received any donations from the City of Le Sueur in the past?  Yes  No  
If so: Amount Requested \_\_\_\_\_ Amount Approved *\$5000.00* Year(s) *10 yrs*

*many years ago the chamber use to receive \$10,000.00. Don't know when that started.*

**Signature of Authorized Official(s)**

\_\_\_\_\_  
Name and Position Date \_\_\_\_\_

\_\_\_\_\_  
Name and Position Date \_\_\_\_\_

**For Office Use Only**

Approval Status: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Public Purpose Criteria Met: \_\_\_\_\_

**Note:** Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk, 203 S 2<sup>nd</sup> St Le Sueur, MN 56058



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 1,000

**Organization Name and Address Information**

Organization Name Southern Minnesota Initiative Foundation  
Address 525 Florence Ave  
City Owatonna State MN Zip Code 55060  
Contact Name Tim Penny Telephone 507-455-3215  
E-mail Tim@smifoundation.org Fax \_\_\_\_\_

**Organization Information** \*Please see the attached\*

Number of Le Sueur Membership Fee  
Members \_\_\_\_\_ Residents \_\_\_\_\_ If Applicable \_\_\_\_\_

Geographic Area Served \_\_\_\_\_ Date Formed \_\_\_\_\_

Outline the mission, purpose, and objectives of your organization.

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List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

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Type of Organization (i.e 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

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Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year— other donations, grants/subsidies, private funding, etc.).

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Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

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Have you received any donations from the City of Le Sueur in the past? Yes No  
If so: Amount Requested \_\_\_\_\_ Amount Approved \_\_\_\_\_ Year(s) \_\_\_\_\_

**Signature of Authorized Official(s)**

  
Name and Position

Date 11/2/15

\_\_\_\_\_  
Name and Position

Date \_\_\_\_\_

**For Office Use Only**

Approval Status: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Public Purpose Criteria Met: \_\_\_\_\_

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**Note:** Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk, 203 S 2<sup>nd</sup> St Le Sueur, MN 56058

## City of Le Sueur Donation Application

**Amount Requested: \$1,000**

### **Organization Name and Address Information**

**Name:** Southern Minnesota Initiative Foundation

**Address:** 525 Florence Ave, Owatonna MN 55060

**Contact Name:** Tim Penny

**Phone:** 507-455-3215

**Email:** [TimP@smifoundation.org](mailto:TimP@smifoundation.org)

**Fax:** 507-455-2098

### **Organization Information**

**Number of Members:** N/A

**Le Sueur Residents:** N/A

**Membership Fee:** N/A

**Geographic Area Served:** 20 county region in Southern MN

**Date Formed:** 1986

**Outline the mission, purpose and objectives of our organization.**

Southern Minnesota Initiative Foundation (SMIF) promotes regional economic opportunities with a focus on entrepreneurs and early childhood development.

SMIF is a regional foundation established by the Minneapolis-based McKnight Foundation in 1986. In the past 29 years, SMIF has advanced economic development in the 20-county region with total investments of more than \$96 million. In addition, SMIF has leveraged an additional \$10 for every \$1 raised to support economic, early childhood and community development. These dollars support a consistent vision: a prosperous region with vibrant communities, innovative businesses and a skilled and valued workforce.

**SMIF's Investments:**

- \$41.6 million-programming
- \$27.4 million-loans
- \$27.6 million-grants

**In addition:**

- Regional endowment fund exceeds \$34 million
- Awards \$5 million annually through grant, loans and program support
- Acts as a regional collaborator

**Economic development resources:**

SMIF's business loan program works in partnership with local lending institutions, economic development organizations and government agencies to help "fill the gap" between available and necessary financial resources.

**Early childhood resources:**

SMIF supports local efforts to create and grow strong early childhood development programs that provide a quality learning environment, achieve results, and have a positive impact on the children and families served.

**Community resources:**

SMIF supports local community foundations and designated funds as well as community convening to nurture economic prosperity and community vitality within its 20-county region. We are proud of our role in continuing to bring local leaders together to pool resources and ideas for greater community outcomes.

**List the Purpose for which the current donation would be used, if approved. Give complete details including administrative proposes, i.e. project or event description, period and community benefits relative to the City of Le Sueur.**

SMIF's mission reflects our ongoing commitment to growing southern Minnesota. We are well known for our strong leadership, strategic focus, ability to leverage assets, and helping to build a prosperous and vibrant region. In its latest five year Strategic Plan, SMIF recommitted to its three main focus areas: Early Childhood, Community and Economic Development.

Therefore, we need financial partners such as the City of Le Sueur, to help us capitalize on this opportunity to support entrepreneurs, children and our local citizens. We request that the City of Le Sueur contribute \$1,000 to support the mission of Southern Minnesota Initiative Foundation.

**Type of Organization**

501c3, tax ID number: 36-3454285

**Other sources of Revenue (including all amounts that have been or will be received for the fiscal year- other donations, grants/subsidies, private funding, etc.).**

See attached budget

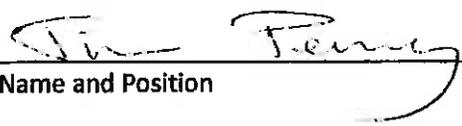
**Do you currently receive other gratuities from the city, i.e. facility subsidization, fee waiver or reduction, photocopying, administrative support, etc.?**

No

**Have you received any donations from the City of Le Sueur in the past?**

Amount requested: \$1,000	Amount received: \$1,000	Years: 2006-2015
Amount requested: \$500	Amount received: \$500	Years: 2001-2004

**Signature of Authorized Official**

  
Name and Position

11/2/15  
Date

**SMIF  
FY16 Preliminary Budget**

<b>Total Expenses</b>	<b>Budget FY16</b>	<b>Budget FY15</b>	<b>Variance</b>
Salary & Benefits	1,520,810	1,469,382	3.50%
Consultants	69,971	66,639	5.00%
Staff	70,245	66,900	5.00%
Office & Operations	160,195	152,567	5.00%
Grants SMIF	550,000	550,000	0.00%
Loan Expense	200,661	193,875	3.50%
Restricted Expenses	1,342,433	1,278,507	5.00%
<b>TOTAL EXPENSES</b>	<b>3,914,314</b>	<b>3,777,870</b>	<b>3.61%</b>

<b>Revenue</b>	<b>Budget FY16</b>	<b>Budget FY15</b>	<b>Variance</b>
<b>Operational</b>			
Loan & Interest Revenue	272,895	259,900	5.00%
Restricted Revenue**	1,511,399	1,439,427	5.00%
Spending Policy	1,197,525	1,147,525	4.36%
McKnight*	1,000,000	1,000,000	0.00%
<b>Total Operational Revenue</b>	<b>3,981,819</b>	<b>3,846,853</b>	<b>3.51%</b>
<b>Endowment</b>			
Endowment Donations	400,000	400,000	0.00%
McKnight Match	200,000	250,000	-20.00%
Component Funds	165,000	150,000	10.00%
Investment Income	2,405,205	2,237,400	7.50%
Spending Policy	(1,197,525)	(1,147,525)	4.36%
<b>Total Endowment Revenue</b>	<b>1,972,680</b>	<b>1,889,875</b>	<b>4.38%</b>
<b>Total Revenue</b>	<b>5,954,499</b>	<b>5,736,727</b>	<b>3.80%</b>

\*\*SMIF anticipates an additional \$1,000,000 in loans and \$600,000 in equity investments



Breaking new ground with investments in early childhood and economic development

## SMIF FACTS

### SOUTHERN MINNESOTA INITIATIVE FOUNDATION INVESTS FOR ECONOMIC GROWTH IN 20 SOUTHERN MINNESOTA COUNTIES

#### VISION

Southern Minnesota will be a prosperous and growing region with vibrant communities, innovative and successful businesses, and a skilled and valued workforce.

#### MISSION

Promote regional economic opportunities and collaborations with a focus on entrepreneurs and early childhood development.

#### CATALYST FOR ECONOMIC GROWTH

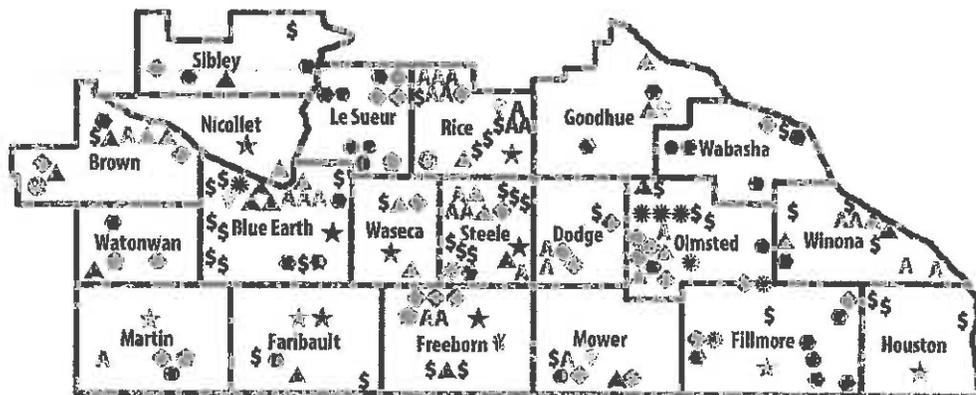
- Invested over \$96.7 million in region since 1986
  - \$41.6 million—programming
  - \$27.4 million—loans
  - \$27.6 million—grants
- Leveraged \$10 for every \$1 in local contributions
- Regional endowment fund exceeds \$34 million
- Awards \$5 million annually through grants, loans, and program support
- Acts as a regional collaborator



#### FOCUS AREAS:

- **ECONOMIC DEVELOPMENT**
  - Financial Support
  - Business Expertise
- **EARLY CHILDHOOD DEVELOPMENT**
  - Social Emotional Initiatives
  - School Readiness Support
- **COMMUNITY DEVELOPMENT**
  - Community and Designated Funds
  - Farmland Retention

#### SMIF's 2015 PARTNERSHIPS



- |                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                 |                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>● Early Childhood</li> <li>▲ AmeriCorps LEAP Partner Sites</li> <li>◆ BookStart Grants</li> <li>⊙ Early Childhood Dental Network</li> <li>△ EC Grants</li> <li>⊙ Home Visiting Grants</li> <li>⊙ New ECI Community</li> <li>⊙ Reading Oasis Grants</li> <li>★ Quality Child Care Program</li> </ul> | <ul style="list-style-type: none"> <li>● Economic Development</li> <li>▲ AmeriCorps VISTA Sites</li> <li>△ ED Grants</li> <li>⊙ Equity Investments</li> <li>⊙ Loans</li> <li>★ SCORE</li> </ul> | <ul style="list-style-type: none"> <li>● Community Development</li> <li>▲ CD Grant</li> <li>⊙ Community Foundation</li> <li>⊙ Community Growth Initiative</li> <li>⊙ Designated Fund</li> <li>⊙ One Big Thing Grant</li> </ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# Le Sueur County Investments



Breaking new ground with investments in early childhood and economic development

## \$1,803,793

18 LOANS  
\$1,323,649

103 GRANTS  
\$480,144



*New Prague Area Schools received 500 books for their Camp Kindergarten and Kids' Company WRAP (We're Really Awesome Preschoolers) programs. Through these two programs, each participating child received books to take home and keep. In addition, they hosted a BookStart event to include parents and local "celebrities" to encourage and celebrate the importance of reading.*

## Economic Development Support

*More businesses—more jobs*

European Roasterie, Le Center, 2007  
Door Engineering and Manufacturing Co., Kasota, 2002-2005  
ShetkaWorks LLC, Le Center, 2005  
Woodside Stables, Le Sueur, 2005  
Whitewater Creek Grain & Feed, Inc., Waterville, 2004  
Rolco, Inc., Kasota, 2003  
Physical Maintenance Services, Waterville, 2001  
Odenthal's Meat Market, Heidelberg, 2000  
Throlson and Associates, Le Center, 1993, 1998

## Community Support

*More vibrant communities*

Waterville Community Foundation - Local Producers Project, 2012

### Community & Designated Funds

Elysian Community Foundation  
Le Sueur Community Foundation  
New Prague Area Community Foundation  
Sakatah Area Foundation  
Waterville Friends of the Library

### Community Foundation Partnership Grant

Saint Anne's School, "Pre-K Reading Curriculum," 2014

### Paint the Town Recipients (Partner—Ace Hardware)

City of Elysian, 2015  
City of Waterville, 2015

## Early Childhood Support

*More children ready to learn*

Quality Child Care Provider Training, New Prague, 2016  
WEM, Home Visiting, 2010, 2011, 2012, 2013, 2014  
A Chance to Grow "Southern MN Pre-K Alliance," 2013, 2014  
Region 9 "Social & Emotional Training," 2012  
Tri-City United ECI "KickSTART to Kindergarten" 2012

### AmeriCorps LEAP Sites (Partner—ServeMN)

### Reading Rocks! (Partner—ABDO Publishing):

MVAC Head Start, Le Center, 2015  
Tri-City United Preschool, Le Center, 2015

### Literacy Programs

### (Partners—ABDO Publishing, Capstone, Scholastic):

New Prague Schools, 2014, 2015  
Tri-City United Public Schools (2 programs), 2015  
WEM Public Schools, 2014  
Le Sueur Henderson Public Schools, 2013, 2014  
Montgomery Public Library, 2013  
Tri-Valley Opportunity Council Inc., Elysian, 2013  
Tri-City United ECI, 2011  
Tri-City United Schools, 2013

### Early Childhood Initiative Community

Tri-City United ECI (as of 2008)



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 2000.00

### Organization Name and Address Information

Organization Name Le Sueur Housing & Redevelopment Authority  
Address 220 Risedorff Street  
City Le Sueur State Mn Zip Code 56058  
Contact Name Kathie Johannsen Telephone 507-665-3932  
E-mail lesueurhra@birch.net Fax 507-665-3977

### Organization Information

Number of Members \_\_\_\_\_ Le Sueur Residents \_\_\_\_\_ Membership Fee If Applicable NA  
Geographic Area Served Le Sueur & surrounding area Date Formed 1968

Outline the mission, purpose, and objectives of your organization.

We are a low rent public housing agency that has 48 apartments. We also host the senior nutrition program that provides noon meals Monday-Friday at low cost in order to help those persons who are at-risk to receive a nutritious meal.

List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

The donation would help support the senior nutrition program in order to provide lower cost meals for the elderly, near-elderly, handi-capped and disabled, and low income persons.

Type of Organization (i.e. 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

501C3 - see attached

Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year— other donations, grants/subsidies, private funding, etc.).

For 2016 we will receive \$2000.00 from the United Fund. In 2015 we received \$2000.00 from the United Fund & \$1000.00 from Treasurers in Town along with the City's donation of \$2000.00

Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

no - the City is our fiscal agent for payroll, but we do pay \$800.00 per year for this service.

Have you received any donations from the City of Le Sueur in the past? Yes No  
If so: Amount Requested \$2000 Amount Approved \$2000 Year(s) 2015  
\$2000 \$2000 2014

Signature of Authorized Official(s)

[Signature] Date 10-21-15  
Name and Position Secretary/Treasurer

Kathie Ophanness, Exec. Director Date 10-21-15  
Name and Position

For Office Use Only

Approval Status: Approved Denied  
Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Public Purpose Criteria Met:

Note: Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk. 203 S 2nd St Le Sueur, MN 56058

# Anderson Law Office

108 SOUTH MAIN STREET  
LE SUEUR, MINNESOTA 56058-1909  
TELEPHONE (507) 665-3349

1-800-801-3349  
Fax Number: (507) 665-6180

ARTHUR E. ANDERSON  
JAMES E. ANDERSON  
JOHN M. SKUBITZ

**January 8, 2002**

**Le Sueur Housing and  
Redevelopment Authority  
Attn: Kathy Johannsen  
220 Risedorph Street  
Le Sueur, MN 56058**

**Re: Tax Exemption**

**Dear Ms. Johannsen:**

You have requested that I provide you with information concerning the taxability of income received by the Le Sueur Housing and Redevelopment Authority and also the deductibility of donations made to such Authority. Apparently, a question has arisen as to whether or not the Le Sueur Housing and Redevelopment Authority is a 501 (c) (3) entity or otherwise is exempt from the payment of federal and state income tax as a result of complying with other provisions of the Internal Revenue Code and similar provisions regulating state income tax.

The Le Sueur Housing and Redevelopment Authority is a public body, corporate and politic, and is a Political Subdivision of the State of Minnesota and was created by appropriate action of the City of Le Sueur. Political Subdivisions are exempt from the payment of federal and state income tax by virtue of Section 115 of the Internal Revenue Code, which states that gross income does not include income derived from essential governmental functions accruing to any State or any Political Subdivision thereof. The Le Sueur Housing and Redevelopment Authority, therefore, acts in the same way as the State of Minnesota and the City of Le Sueur in that revenues received are exempt from the payment of federal and state income tax. The Le Sueur Housing and Redevelopment Authority does not obtain its exemption under 501 (c) (3) of the Internal Revenue Code but rather from Section 115 as above set forth.

Donations made to the Le Sueur Housing and Redevelopment Authority would also qualify as charitable donations under Section 170 (c) (1) if the gifts or donation is made exclusively for public purposes. This provision is similar to Section 170 (c) (2) of the Internal Revenue Code, which defines a qualified charitable contribution to a 501 (c) (3)

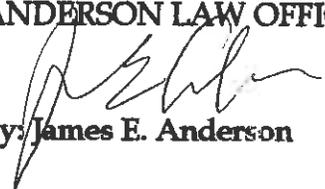
corporation. Again, contributions to the Le Sueur Housing and Redevelopment Authority would be similar to a contribution to the State of Minnesota or the City of Le Sueur and be fully tax deductible as a qualified charitable contribution.

**Summary:** The provisions that exempt political subdivisions from the payment of income taxes and the provisions that allow donations and contributions to Political Subdivisions to be deductible for income tax purposes are similar to the same provisions that exempted the payment of income tax by 501 (c) (3) corporations and the deductibility of contributions to 501 (c) (3) corporations.

If you are in need of any further information, don't hesitate to contact me.

Yours very truly,

ANDERSON LAW OFFICE



By: James E. Anderson

JEA/jg



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 750

### Organization Name and Address Information

Organization Name LE SUEUR LITTLE LEAGUE BASEBALL  
Address 116 KAUKIS DR.  
City LE SUEUR State MN Zip Code 56058  
Contact Name THOMAS GUPTON Telephone 507-665-2375  
E-mail tagupton@msn.com Fax \_\_\_\_\_

### Organization Information

Number of Members 4 Board members Le Sueur Residents Yes Membership Fee If Applicable \_\_\_\_\_  
Geographic Area Served LE SUEUR AND HENDERSON Date Formed 6/17/1986

Outline the mission, purpose, and objectives of your organization.

To promote and develop youth baseball players in 2nd through 6th Grade, in the Le Sueur-Henderson district.

List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

The donation will be used to offset entry fees and help pay for umpiring of baseball games. It will also be used to help purchase catchers equipment.

Type of Organization (i.e. 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

Sole's Public Charity, TAX I.D. 41-1573128

Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year—other donations, grants/subsidies, private funding, etc.).

At this point we have not received any other source of revenue for 2016. I will be requesting donations from local businesses soon. Amount to be determined yet, from business.

Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

The City mows the baseball fields once a week and provides Porta Pottys.

Have you received any donations from the City of Le Sueur in the past?

If so: Amount Requested 750 Amount Approved 750

Yes No Year(s) past 3 years I've run league and before.

Signature of Authorized Official(s)

Thomas Cuppen President Name and Position

Date 12-13-15

[Signature] Vice President Name and Position

Date 12-13-15

For Office Use Only

Approval Status: Approved Denied

Amount: \$ Date:

Public Purpose Criteria Met:

Note: Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk. 203 S 2nd St Le Sueur, MN 56058



# CITY OF LE SUEUR DONATION APPLICATION

Applications for donations are not automatically renewed each year; each application shall be reviewed based on merit each year in accordance with the guidelines established within the City of Le Sueur Donation Policy and those set forth in state statute regarding public expenditures.

Organizations requesting donations may be required to submit recent bank statements, financial statements, and/or documentation of non-profit status along with donation application such as IRS Form 990 and IRS Form 1023. Organizations making a subsequent request, may be required to submit receipts as well.

Please attach a separate sheet if additional space is required to complete your application.

AMOUNT OF REQUEST: \$ 5,000

### Organization Name and Address Information

Organization Name Habitat for Humanity South Central Minnesota  
Address 1751 Bassett Drive  
City Mankato State MIN Zip Code 56001  
Contact Name Susan Kennedy Estendorf Telephone 507-995-1574  
E-mail hfhkato@hickorytech.net Fax \_\_\_\_\_

### Organization Information

Number of Members 122 Le Sueur Residents 12 Membership Fee If Applicable N/A  
Geographic Area Served Le Sueur Community Date Formed 1990

Outline the mission, purpose, and objectives of your organization.

Habitat for Humanity of South Central Minnesota is a non-profit Christian housing ministry dedicated to building simple, decent and affordable housing with and for families in need.

List the purpose for which the current donation would be used, if approved. Give complete details including administrative purposes, i.e. project or event description, period, and community benefits relative to the City of Le Sueur.

We are requesting \$5,000, from LSC, for a home that will be built in Le Sueur. We plan on starting construction in the Spring 2016. An avg. priced home cost \$100,000 to 115,000, and with your support we will be able to place a Le Sueur family in need in a safe and affordable home.

Type of Organization (i.e. 501c3, 501c4, 501c6, 501c19, etc.) and registration number.

501c3, 41-1654111

Other Sources of Revenue (include all amounts that have been or will be received for the fiscal year—other donations, grants/subsidies, private funding, etc.).

Pioneer Power Days - \$1,050 (clean up)

Do you currently receive other gratuities from the city, i.e. facility subsidization, tax reductions, fee waiver or reduction, photocopying, administrative support, etc.?

No  
Financial information is available at www.hfhsouthcentral.net

Have you received any donations from the City of Le Sueur in the past? Yes  No  
If so: Amount Requested \_\_\_\_\_ Amount Approved \_\_\_\_\_ Year(s) \_\_\_\_\_

**Signature of Authorized Official(s)**

Susan Orlander - Resource Dev Date 10-7-15  
Name and Position manager

\_\_\_\_\_  
Name and Position Date \_\_\_\_\_

**For Office Use Only**

Approval Status: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
Amount: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Public Purpose Criteria Met: \_\_\_\_\_

**Note:** Personal information contained on this form as submitted to the City of Le Sueur may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties, and will be used for the purpose of determining eligibility for donations. Questions about this collection should be directed to the City Clerk, 203 S 2nd St Le Sueur, MN 56058



*Help build it!*

September 29, 2015

HFH of South Central Minnesota  
1751 Bassett Dr  
Mankato, MN 56001-6202

**RE: 501(c)(3) Letter for HFH of South Central Minnesota, Partner ID# 0541-2421**

Dear Affiliate Leader:

This letter will confirm that HFH of South Central Minnesota, with employer identification number 41-1654111, is considered a subordinate under the group tax exemption umbrella of Habitat for Humanity International, Inc. ("HFHI") under Section 501(c)(3) of the Internal Revenue Code.

The group exemption number assigned to HFHI by the IRS is 8545. This number may be provided to prospective donors, foundations and other grant organizations as they request it and is required on certain IRS forms.

Enclosed is a copy of the determination letter dated March 9, 2015, provided by the IRS as evidence of HFHI's tax exempt status as well as its group exemption. The determination letter, together with this letter, confirms HFH of South Central Minnesota's subordinate status and provides evidence of its tax exempt status under Section 501(c)(3) of the Code.

In partnership,

**Beverly Huffman**

Director, US/Canadian Support Services Center  
Habitat for Humanity International 877-434-4435  
[USSupportCenter@habitat.org](mailto:USSupportCenter@habitat.org) · [habitat.org](http://habitat.org) | **Habitat. We build.**

Enclosure



OGDEN UT 84201-0029

In reply refer to: 4077550277  
Mar. 09, 2015 LTR 4167C 0  
91-1914868 000000 00  
00040704  
BODC: TE

HABITAT FOR HUMANITY INTERNATIONAL  
INC  
HABITAT FOR HUMANITY INTRNL PARENT  
% EDWARD K QUIBELL - CFO/SR VP  
121 HABITAT ST  
AMERICUS GA 31709-3423



052913

Employer Identification Number: 91-1914868  
Group Exemption Number: 8545  
Person to Contact: Ms Benjamin  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 20, 2015, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in January 1987, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Tamera Ripperda  
Director, Exempt Organizations



CITY OF LE SUEUR  
MEMORANDUM

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Update on Status of Cable Commission

DATE: For the City Council Meeting of Monday, January 11, 2016

---

At the City Council's annual organizational meeting on January 4, there was discussion regarding the current status of the Cable Commission.

City Council liaison Cable Commission, Mark Huntington was going to contact the other Commission members and request information.

It is expected that he will report on the status of the Cable Commission.