

**AGENDA
VIRGINIA CITY COUNCIL
JUNE 28, 2011 – 6:30 P.M.**

1. CALL MEETING TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC FORUM (Limited to 5 minutes per Council protocol)

5. CONSENT AGENDA (Note: Motion will be to approve the Consent Agenda as listed.)
The following items will be enacted by one motion unless a Councillor or Citizen of the City of Virginia requests that the item be considered separately:

5.1 Approval/correction of minutes of Regular Meeting held June 14, 2011.

5.2 Adoption of Finance Resolution No. 11-012 – Schedule of Bills.

6. APPEARANCES (Limited to 10 minutes)

7. UNFINISHED BUSINESS

8. DISCUSSION ITEMS

8.1 Resolution conveying State tax forfeited land to the Eveleth-Virginia Airport Authority to meet buffer zone requirements.

8.2 Hiring of Firefighter/Paramedic. (If approved, adopt Resolution.)

8.3 Hiring of Firefighter/Paramedic. (If approved, adopt Resolution.)

9. COMMITTEE REPORTS

9.1 Finance Committee as a Committee-of-the-Whole (June 21, 2011)

A. Miners Memorial Building – Phase III renovations.

B. Tax abatement process – P & H Minepro project.

C. Contract with Mesabi Humane Society for remainder of 2011 and year 2012. (If approved, adopt Resolution.)

D. Citations for animal ordinance violations.

E. Purchase of air conditioner and front door for Teen Center.

F. Blighted property.

G. Recarpeting of hallways at Washington Manor.

H. Proposal for additional services by DSGW Architects for Olcott Park Greenhouse. (If approved, adopt Resolution.)

I. Lease/purchase of mower for Park Department. (If approved, adopt Resolution.)

J. Replacement windows for Golf Course Clubhouse.

K. Joint purchase of equipment through Mesabi Elm Utilization Authority.

L. Travel request – Cheryl Weappa, Deputy Assessor.

M. Firefighter/paramedic eligibility list.

N. Contract with Wipfli for Phase 3, Merger/Acquisition Special Services, for the Virginia Regional Medical Center. (If approved, adopt Resolution.)

O. Appointment to Minnesota Housing Partnership Board.

P. Special golf event.

10. COMMISSION LIAISON/DEPARTMENT HEAD REPORTS

11. ADJOURN TO TUESDAY, JULY 19, 2011, AT 6:30 P.M., COUNCIL CHAMBERS

COUNCIL CHAMBERS

8.1

Resolution No.

City of Virginia, Minnesota, **June 28, 2011**

Resolution conveying State tax forfeited land to the Eveleth-Virginia Airport Authority to meet buffer zone requirements

Resolved by the City Council of the City of Virginia, that

WHEREAS, pursuant to Minnesota Statutes 282.01a, Subd, 1, upon recommendation of the County Board, the Commissioner of Revenue may convey State tax forfeited land to another governmental subdivision for an authorized public use; and

WHEREAS, the Eveleth-Virginia Airport Authority has requested conveyance of State tax forfeited land legally described as: Parcel Code: 340-10-3023, Easterly 165 feet of Westerly 825 feet of Northeast Quarter (NE 1/4) of Southeast Quarter (SE 1/4), Section 16, Township 57 North, Range 17 West; and

WHEREAS, the purpose of acquiring this property is to be in compliance with F.A.A. buffer zone requirements,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Virginia recommends that the Commissioner of Revenue convey the State tax forfeited land, as described above, to the Eveleth-Virginia Airport Authority to comply with F.A.A. buffer zone requirements, contingent upon approval by the City of Eveleth.

BE IT FURTHER RESOLVED that the Eveleth-Virginia Airport Authority pay any fees associated with the transfer of the property.

Moved by Councillor supported by Councillor that the above resolution be adopted.

Ayes:

Nays:

COUNCIL CHAMBERS

Resolution No.

City of Virginia, Minnesota, June 28, 2011

Resolution approving hiring of a Firefighter/Paramedic for the City of Virginia

Resolved by the City Council of the City of Virginia, that

WHEREAS, the City of Virginia and the International Association of Firefighters have agreed that there is a Firefighter/Paramedic position available in the Fire department; and

WHEREAS, this position is covered under an agreement between the City of Virginia and the International Association of Firefighters, Local 390; and

WHEREAS, a review committee has reviewed potential applicants; and

WHEREAS, Mr. David Hartman is scheduled for a background check, a pre-employment physical and occupational therapy assessment,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Virginia hereby approves offering the Firefighter/Paramedic position to Mr. David Hartman contingent upon successfully passing a background check, pre-employment physical and occupational therapy assessment, with a starting date on or after July 22, 2011, subject to a twelve (12) month probation period and the terms of the International Association of Firefighters, Local 390 labor agreement.

Moved by Councilor supported by Councilor that the above resolution be adopted.

Ayes:

Nays:

COUNCIL CHAMBERS

8.3

Resolution No.

City of Virginia, Minnesota, June 28, 2011

Resolution **approving hiring of a Firefighter/Paramedic for the City of Virginia**

Resolved by the City Council of the City of Virginia, that

WHEREAS, the City of Virginia and the International Association of Firefighters have agreed that there is a Firefighter/Paramedic position available in the Fire department; and

WHEREAS, this position is covered under an agreement between the City of Virginia and the International Association of Firefighters, Local 390; and

WHEREAS, a review committee has reviewed potential applicants; and

WHEREAS, Mr. Adam Metsa is scheduled for a background check, a pre-employment physical and occupational therapy assessment,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Virginia hereby approves offering the Firefighter/Paramedic position to Mr. Adam Metsa contingent upon successfully passing a background check, pre-employment physical and occupational therapy assessment, with a starting date on or after July 29, 2011, subject to a twelve (12) month probation period and the terms of the International Association of Firefighters, Local 390 labor agreement.

Moved by Councilor

supported by Councilor

that the above resolution be adopted.

Ayes:

Nays:

FINANCE COMMITTEE AS A COMMITTEE-OF-THE-WHOLE

Tuesday, June 21, 2011 – 9:00 A.M.

Council Chambers, Virginia City Hall

Present: Councillors Cuffe, Littlewolf, Ralston, Baribeau, Sipola, Russo, Mayor Peterson – 7
Absent: None

Also Present: John Tourville, City Operations Director; Mesabi Humane Society - Eric Rosier, Nancy Dimberio; Paul Steinman, Springsted; John Bachman, Park/Recreation Director; Mike Appelwick, Northeast Technical Service; Sherry Erickson, Finance Director; Dennis Benz, Acting Police Chief; Ed Alto, Public Works Team Coordinator; Lois Roskoski, City Clerk; Roger Maki; Erick Hermanson, Teen Center; Dan L'Allier, Fire Chief; Erik Wedge, DSGW Architects; Jim Johnson, SEH Engineering; Jim Paske, HRA

Paul Steinman, Springsted, was present to review the funding options for the Phase III renovations to the Miners Memorial Building and stated charter bonds are an option. A current bond for the Miners Memorial Building, with an annual payment of \$100,000, will expire in 2012 and the charter bond payment could be structured to begin as of February 1, 2013. Park/Recreation Director Bachman stated the estimated project cost for Phase III is \$730,000 and the project would have a four month construction period.

A. Moved by Ralston and supported to refer the Phase III renovations of the Miners Memorial Building to the Buildings/Grounds Committee for review in January of 2012. Motion carried.

Paul Steinman stated the Development Agreement with P & H Minepro has been signed and recommended that the City consider the tax abatement for the City portion around October, once they break ground for the project. Mr. Steinman recommended that the tax abatement process begin for the County portion of taxes.

B. Moved by Baribeau and supported to begin the tax abatement process for the St. Louis County portion for the P & H Minepro Project. Motion carried.

City Operations Director Tourville stated Menard's will begin demolition this summer.

Paul Steinman stated the construction bids came in higher than anticipated for the expansion of the Wastewater Treatment Plant. The project was originally estimated at \$18 million and the costs have increased to \$19 million. Mr. Steinman recommended that the sewer rate study be refreshed with the increased project costs, prior to finalizing the PFA loan. Mr. Steinman stated the PFA loan will be utilized to the fund the project and will be drawn down over the construction period, which will allow the City to supplement the project with grants. City Operations Director Tourville stated the City is anticipating \$2.2 million in funding from a mercury reduction grant. The bids for the expansion of the Wastewater Treatment Plant will be reviewed at the July Finance Committee meeting. Mike Appelwick, Northeast Technical Service, stated the clarifier domes were bid as an alternate for the project and are not necessary, which would reduce the project cost by \$285,000. City Operations Director Tourville will verify the engineering fees for the project, which are estimated at \$2.6 million.

Nancy Dimberio, Mesabi Humane Society, stated the City approved a contract amount of \$15,900 for the first six months of 2011. Ms. Dimberio presented a proposal of \$15,900 for the remaining six months of 2011 and \$31,800 for the year 2012 to provide animal control services for the City of Virginia, which includes an increase of \$1,800 per year. Ms. Dimberio stated the Humane Society has sold 55 animal licenses to date in 2011, which generated an additional \$690 in revenue. Ms. Dimberio also distributed information on the number of patrol hours for Virginia, which included extra hours for the increased rate.

Moved by Russo and supported to adopt a Resolution to enter into a renewal contract with the Mesabi Humane Society for animal control services, in the amount of \$15,900 for the period July 1, 2011, through December 31, 2011, and, in the amount of \$31,800 for the year 2012. Motion carried.

Discussion was held on authorizing the Animal Control Officer to issue administrative citations for all violations of the animal ordinance.

The City Clerk was directed to include information in the advertisements that the animal control officer will be issuing citations for animal violations.

Moved by Sipola and supported to deputize the Animal Control Officer to issue administrative citations for violations of the animal ordinance. Motion carried.

Erick Hermanson, Director of the Teen Center, presented two quotes to purchase a new air conditioning unit for the Teen Center:

1. Single cooling unit - \$2,892.02
2. Dual heat pump unit - \$4,304.94

Mr. Hermanson also received a quote of \$2,000 to purchase and install a new front door.

Moved by Russo and supported to authorize the Teen Center to purchase the dual zone air conditioner, at a cost of \$4,304.94, and a new front door, at a cost of \$2,000, contingent upon meeting with the City Operations Director to determine possible grant funding and meeting the historical district requirements for the door. Motion carried.

Roger Maki was present to discuss the blighted property located at 813 16th Street North, which is next door to his son's house. Acting Police Chief Benz stated the Police Department has exhausted all venues with St. Louis County and recommended that the City get involved with condemnation proceedings to legally remove the tenant.

Moved by Ralston and supported to request the City's Building Inspector to review the property at 813 16th Street North and move forward with the condemnation proceedings, if necessary, with the City Council updated weekly on the issue. Motion carried.

Jim Paske, Housing and Redevelopment Authority, reviewed the quotes received to replace the hallway carpeting on the first floor of the Washington Manor. Mr. Paske stated the architect recommended the "Shaw" carpet, but he has not been successful in obtaining a quote locally. The HRA has \$16,000 in their budget for the carpet project.

Moved by Baribeau and supported to authorize the Housing and Redevelopment Authority to accept the quote from Range Carpet, to purchase the "Bigalow" carpet, Option B, in the amount of \$15,306.25, to replace the first floor hallway carpeting at the Washington Manor. Motion carried.

Erik Wedge, DSGW Architects, reviewed their proposal of \$29,500.00 to provide mechanical and electrical design services and the additional scope for structural work that is required to remove and replace the existing slabs for the Olcott Park Greenhouse.

H. Moved by Littlewolf and supported to adopt a Resolution to accept the proposal from DSGW Architects, in the amount of \$29,500.00, for additional services for mechanical and electrical design and additional structural work required to remove and replace the existing slabs for the Olcott Park Greenhouse project. Motion carried.

Park/Recreation Director Bachman submitted a proposal from MTI Distributing to purchase a 2011 Toro Groundsmaster mower, through a five year lease/purchase option, with an annual payment of \$11,697.53.

I. Moved by Sipola and supported to adopt a Resolution accepting the proposal from MTI Distributing for a 2011 Toro Groundsmaster 4000-D Mower, to be paid through the five year lease/purchase option, with an annual payment of \$11,697.53. Motion carried.

Moved by Russo and supported to table the sale of the basketball floor. Motion carried.

Park/Recreation Director Bachman reviewed a quote, in the amount of \$7,706.46, to replace thirteen windows at the Golf Course Clubhouse, with a vinyl clad exterior/wood interior window. City employees would install the windows. Mayor Peterson suggested a wood grain vinyl for the inside window, to reduce the maintenance.

J. Moved by Russo and supported to authorize the Park/Recreation Director to work with the Mayor to determine the type of replacement windows for the Golf Course Clubhouse. Motion carried.

Park/Recreation Director Bachman reviewed the request from the Mesabi Elm Utilization Authority to support their efforts to submit a grant to acquire equipment that would be shared by eleven communities. Park/Recreation Director Bachman stated the City has ninety-percent of the equipment that MEUA is considering to purchase.

K. Moved by Sipola and supported to receive and file the communication from the Mesabi Elm Utilization Authority regarding the joint purchase of equipment by eleven communities. Motion carried.

L. Moved by Sipola and supported to approve the travel request for Cheryl Weappa, Deputy Assessor, to attend the Ethics Course, sponsored by the MN Association of Assessing Officers & MN Department of Revenue, to be held on November 1, 2011, in Bemidji, Minnesota. Motion carried.

Finance Director Erickson reviewed the Budget Report for the period ending May 31, 2011, and stated the City will be receiving an advance of 70 percent of the property taxes from St. Louis County.

The Finance Director was directed to add a monthly report for the ambulance service to the Finance Committee agenda.

Fire Chief L'Allier stated the overtime at the Fire Department has been high because they are short four positions. The City Council previously authorized the hiring of one employee and background checks are currently being done.

M. **Moved by Russo and supported to authorize the hiring of one additional firefighter/paramedic from the current eligibility list and to move forward with generating a new eligibility list. Motion carried.**

Finance Director Erickson reviewed the Investment Report for the period ending May 31, 2011.

Mayor Peterson stated the Hospital Commission reviewed the Phase 3 portion of the agreement with Wipfli, the consultant that was hired to provide merger/acquisition specialist services. The Hospital Commission approved splitting the cost of Phase 3 with the City, with the total fees to not exceed \$30,000. Finance Director Erickson stated the City has paid Wipfli \$35,000 to date for Phases 1 and 2.

N. **Moved by Sipola and supported to adopt a Resolution to approve payment of one-half of the fees for Wipfli to provide Phase 3 of their contract for merger/acquisition specialist services, at a cost not to exceed \$30,000. Motion carried.**

Finance Director Erickson requested permission to serve on the Minnesota Housing Partnership Board and stated the board will meet quarterly and reimburse her for mileage and meals.

O. **Moved by Russo and supported to authorize the Finance Director to serve on the Minnesota Housing Partnership Board. Motion carried.**

Councillor Baribeau recommended that the City's list of projects eligible for Brownfield grant funding be updated and stated he will bring the updated list to the next CIRI board meeting.

Councillor Sipola stated the Silver Lake beach will open at 12:00 Noon on Saturday, June 25th and requested permission to have the Public Works Department post additional signage stating no dogs are allowed in the beach area.

Mayor Peterson reviewed the letter from Wilson Spence, St. Louis County Veterans Service Officer, requesting that the City Council consider giving complimentary golf passes to disabled veterans.

P. **Moved to Baribeau and supported to send a letter to the St. Louis County Veterans Service Division requesting that they submit a request for the City to sponsor a special golf event for the disabled veterans. Motion carried.**

Meeting adjourned at 11:05 A.M.

COUNCIL CHAMBERS

9.10.

Resolution No.

City of Virginia, Minnesota, **June 28, 2011**

Resolution **entering into renewal contract with Mesabi Humane Society for animal control services**

Resolved by the City Council of the City of Virginia, that

WHEREAS, the contract with the Mesabi Humane Society for animal control services will expire on June 30, 2011; and

WHEREAS, the Mesabi Humane Society has proposed a six month contract of \$15,900 for the period July 1, 2011 through December 31, 2011, and \$31,800 for the period January 1, 2012, through December 31, 2012; and

WHEREAS, the Mesabi Humane Society has agreed to issue animal licenses at the animal shelter and administrative citations for ordinance violations,

NOW, THEREFORE, BE IT RESOLVED to authorize the Mayor and City Clerk to enter into a contract with the Mesabi Humane Society for animal control services for the period July 1, 2011, through December 31, 2012.

Moved by Councillor supported by Councillor that the above resolution be adopted.

Ayes:

Nays:

COUNCIL CHAMBERS

9. 1 H.

Resolution No.

City of Virginia, Minnesota, **June 28, 2011**

Resolution **accepting proposal from DSGW Architects, Inc., for additional design services for the improvements to the Olcott Park Greenhouse**

Resolved by the City Council of the City of Virginia, that

WHEREAS, the City Council previously accepted the proposal from DSGW Architects, in the amount of \$22,000, for the architectural and engineering fees for the improvements to the Olcott Park Greenhouse; and

WHEREAS, DSGW Architects submitted an additional proposal, in the amount of \$29,500.00, to add mechanical and electrical design services to their existing contract, including the additional scope of structural work that is required to remove and replace the existing slabs at the greenhouse,

NOW, THEREFORE, BE IT RESOLVED to authorize the Mayor and City Operations Director to enter into an agreement with DSGW Architects, Inc., for the additional mechanical and electrical design services, at a cost of \$29,500.00, for the Olcott Park Greenhouse project.

Moved by Councillor supported by Councillor that the above resolution be adopted.

Ayes:

Nays:

COUNCIL CHAMBERS

9.1 I

Resolution No.

City of Virginia, Minnesota, **June 28, 2011**

Resolution **approving lease-purchase for a 2011 Toro Groundsmaster 4000-D Rotary Mower**

Resolved by the City Council of the City of Virginia, that

WHEREAS, the Park Department obtained a proposal from MTI Distributing to purchase a 2011 Toro Groundsmaster 4000-D Rotary Mower, at a cost of \$53,569.92; and

WHEREAS, MTI Distributing also provided a lease-purchase financing option at a total purchase price of \$58,487.65, including sales tax, for a term of five years, with an annual payment of \$11,697.53 including sales tax, of \$58,487.65,

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Operations Director are authorized to enter into an agreement with MTI Distributing, or its agent, for the lease-purchase of a 2011 Toro Groundsmaster 4000-D Rotary Mower.

Moved by Councillor supported by Councillor that the above resolution be adopted.

Ayes:

Nays:

COUNCIL CHAMBERS

9.1 N.

Resolution No.

City of Virginia, Minnesota, June 28, 2011

Resolution accepting the proposal from Wipfli for Phase 3 of the Merger/Acquisition Specialist services for the Virginia Regional Medical Center

Resolved by the City Council of the City of Virginia, that

WHEREAS, Wipfli was previously hired as a consultant to perform Phases 1 and 2 of their contract for services as a Merger/Acquisition Specialist for the Virginia Regional Medical Center; and

WHEREAS, Wipfli has completed Phases 1 and 2 of the contract; and

WHEREAS, Wipfli's proposal for time and material for Phase 3 of the contract has a cap of \$30,000 and includes three components, as follows:

- Initiating "due diligence"
- Planning the VRMC care delivery model to expand service to the community and surround areas
- Identifying the preferred affiliation model that will facilitate the development of the care delivery model

WHEREAS, the Hospital Commission approved Phase 3 of the contract with Wipfli, contingent upon the City of Virginia paying one half of the total fees,

NOW, THEREFORE, BE IT RESOLVED to authorize a payment of one-half of the total fees for Wipfli to perform Phase 3 of the Merger/Acquisition Specialist Services for the Virginia Regional Medical Center, with the total fees not to exceed \$30,000.00.

Moved by Councillor supported by Councillor that the above resolution be adopted.

Ayes:

Nays:

WIPFLI^{LLP}
CPAs and Consultants

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June 14, 2011

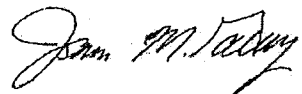
Mr. Joe Leoni
President, Virginia Hospital Commission
Mr. William Smith
Chief Executive Officer
Virginia Regional Medical Center
901 Ninth Street North
Virginia, MN 55792

Dear Mr. Leoni and Mr. Smith:


Thank you for the opportunity to continue assisting the Virginia Hospital Commission (on behalf of Virginia Regional Medical Center) in identifying and recommending to the Virginia City Council the future care delivery model and related affiliation model with an external health system. The goal is to assure the sustainability of safe, high quality health care services to Virginia and surrounding northeastern Minnesota. Per your request, the attached agreement outlines a recommended approach for Phase Three.

Thank you again for the opportunity to continue to assist Virginia Regional Medical Center. We trust this agreement will meet your needs and clearly identify how we intend to approach Phase Three the project. If you have questions regarding this agreement or would like further information, please contact us. Thank you for the opportunity to be of service.

Sincerely,



James M Garvey
Director Health Care Practice



Kelly E. Arduino
Director Health Care Practice

Scope of activities and proposed work plan

Virginia Regional Medical Center (VRMC) with the support of Wipfli has completed Phases One and Two of the initiative to develop an "affiliation or partnership" with a health system. This proposal reflects Phase Three of the initiative. The process below defines the activities anticipated with achieving the desired objective.

Phase Three: VRMC and Essentia Health jointly developing a recommendation for the future care delivery model at VRMC and the related affiliation model. The recommendation will be brought forward to the Hospital Commission for review and approval. Phase Three (per the agreed upon Letter of Intent between VRMC and Essentia) will consist of the following:

- Initiating "due diligence"
- Planning the VRMC care delivery model to expand service to the community and surrounding areas
- Identifying the preferred affiliation model that will facilitate the development of the care delivery model

Due Diligence:

Process by which Essentia Health will review VRMC information and documentation related to the ongoing business and clinical services in order to better understand the overall operations. Information reviewed will include but not be limited to: hospital and related organizations financials, service contracts, debt service obligations, employment contracts, benefits, retirement program, operations and physical facilities. This process can be initiated "right away" and move at its own pace. Wipfli will facilitate/assist VRMC with interactions and discussions with Essentia Health.

Planning VRMC Care Delivery Model:

This planning will be done jointly between VRMC and Essentia. The effort will define the future health care services (care delivery model) to be provided by VRMC and Essentia. Planning will also include identifying the required resources to successfully develop VRMC as a "secondary hub".

Developing the Appropriate Affiliation model:

Developing the affiliation model will be done jointly with Essentia. The affiliation model will be defined based on what is needed to assure the successful implementation of the newly defined care delivery model. This model will take into account such things as the proposed care delivery model, community involvement, access to capital, debt obligation, governance and other related factors.

During Phase Three Wipfli will work on behalf of VRMC in the following areas:

- Assist with the development of the "Letter of Intent" between VRMC and Essentia Health
- Identifying a collaborative planning approach for VRMC and Essentia Health
- Lead and facilitate the VRMC administrative work group
- Participate with the VRMC administrative work group in sessions with Essentia Health

- Facilitate the review and discussion at the VRMC Steering Committee level
- Provide support documentation and analysis as requested
- Support the development of final recommendations for the VRMC Commission
- Other activities as requested by VRMC leadership

Professional fees

The time allocated for this phase will be set within the parameters of the previously mentioned "Letter of Intent". Wipfli's fee will be based on time spent on the activities defined above. An hourly rate fee (see below) will be applied to time-on-task. Wipfli will review activities planned with VRMC Chief Executive Officer (CEO) every four weeks. At the point professional fees reach \$30,000, Wipfli will initiate discussions with CEO to determine the "go forward" fee schedule and timeframe relative to completing Phase Three. The process can be halted at any point with specific written notice; at that point billing will cease with effort to that date payable.

The hourly fee schedule is as follows:

Director - \$376

Consultant - \$200

Clerical/Admin - \$107

Out-of-pocket expenses (e.g., travel costs, postage, copies, etc.) will be charged at costs. Our fees will be billed as work progresses, and progress billings may be submitted. We expect payment of our progress billings within 30 days after submission. Interest of 1.5% per month (equivalent to 18% per annum) computed monthly will be charged on the portion of your balance that is over 30 days.

Approval to Proceed

For more than three decades, Wipfli has worked nationwide with hospitals, medical groups, and health systems to plan for the future and also improve operating performance. Our broad range of experience has prepared our consultants to successfully engage and provide unparalleled service and results in some of the most challenging and complex health care environments.

All the consultants included in this proposal have direct hands-on management experience with hospitals, physician groups, physician networks, and integrated health systems. Our approach is to provide practical and useful advice and recommendations based on our extensive management and consulting experience.

If you agree with the terms of this agreement, please sign the enclosed copy of this document and return it to James M. Garvey. If you have any questions about the services we are to perform, please call Jim at 952.548.6724. Thank you for this opportunity to be of service to you.

Sincerely,

Wipfli LLP

Approval to Proceed

Virginia Hospital Commission

Approved By: *Joe Seani*

Date: 6-15-11