

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, November 9, 2015**

**City Hall Council Chambers**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**B. INTRODUCTIONS AND OPENING REMARKS**

**C. AGENDA ADDITIONS/CHANGES AND CLOSURE**

1. Additions/Changes
2. Closure

**D. CONSENT AGENDA**

1. CITY COUNCIL MINUTES

- a. City Council Minutes of Special Meeting October 26, 2015
- b. City Council Minutes of Regular Meeting October 26, 2015
- c. City Council Minutes of Special Meeting October 27, 2015
- d. City Council Minutes of Special Meeting October 28, 2015

2. MINUTES OF BOARDS AND COMMISSIONS

- a. Planning Commission Meeting Minutes of November 3, 2015
- b. Economic Development Authority Meeting Minutes of October 26, 2015
- c. Traffic & Safety Committee Meeting Minutes of October 27, 2015
- d. NEON Committee Meeting Minutes of October 8, 2015
- e. Convention & Visitors Bureau Board of Directors Meeting Minutes of August 26, 2015

3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Items

1. 2016 License Renewal Applications
2. Request for Street Closure for 2015 Holiday Parade
3. Annual PTO Conversion Option

b. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Items

1. Approve Changes in Parking Restrictions
2. Approve Storm Water Utility Credit Adjustment

4. **BILLS PAYABLE**

PLEASE NOTE: All utility expenditures are listed as 601,602,and 604, and are approved by the Water and Light Commission

**E. CITY COUNCIL BUSINESS - ADMINISTRATION**

Case Items

1. Summary of Performance Evaluation of City Administrator

**F. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)**

Case Items

1. Consideration of Memorandum of Understanding Between Law Enforcement Labor Services, Inc (Local #274) and the City of Worthington

**G. CITY COUNCIL BUSINESS - ENGINEERING**

Case Items

1. Proposed 2016 Sewer Service Charges
2. Approve Street Lighting System Budget, Revenue and Special Service Charge Base Rate
3. Approve Storm Water Utility Fund Budget and Give First Reading of an Ordinance to Amend Storm Sewer Utility Rates

**H. CITY COUNCIL BUSINESS - COMMUNITY/EC. DEVELOPMENT**

Case Items

1. First Reading - Change of Zone 500 Stower Drive

2. Small Cities Development Program Grant Adjustment Request

**I. COUNCIL COMMITTEE REPORTS**

1. Mayor Kuhle
2. Council Member Nelson
3. Council Member Graber
4. Council Member Janssen
5. Council Member Harmon
6. Council Member Sankey

**J. CITY ADMINISTRATOR REPORT**

**K. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING - WORK SESSION, OCTOBER 26, 2015**

The meeting was called to order at 5:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey. Honorary Council Member: Amy Ernst.

Staff present: Steve Robinson, City Administrator; Brian Kolander, Finance Director; Janice Oberloh, City Clerk; Todd Wietzema, Public Works Director.

Others present: Justine Wettschreck, KWOA; Kristin Kirtz, Daily Globe; Brian Pellowski, 7 & 41, LLC; Kevin Donovan and Abraham Algadi, WREDC; Rebecca Kurtz, Ehlers and Associates; James Schultz and Rebecca Weisenberger, Dorsey & Whitney, and others as named on the attached attendance sheet.

The Pledge of Allegiance was recited.

**PROMENADE ON OXFORD REDEVELOPMENT PROJECT PRESENTATION**

Mayor Kuhle welcomed everyone to the meeting and welcomed Rebecca Kurtz, Ehlers and Associates - our financial Counsel, and James Schultz and Rebecca Weisenberger from Dorsey & Whitney, our legal and bond Counsel. Mayor Kuhle read an opening statement regarding the project and what the City's involvement has been, and requested that everyone be mindful of the EDA meeting that was scheduled to begin tonight at 6:45 p.m.

Kevin Donovan thanked Council for this opportunity and indicated that there would be three speakers for the project tonight: Abraham Algadi, Brian Pellowski, and Dan Schleck. Mr. Donovan provided a background on the three speakers.

Abraham Algadi called the redevelopment a complex project, and provided information on what he described as WREDC's role in the project to date. As part of their process, they decided to work with a market appraisal, with some type of specialty in redevelopment and tax increment financing, specifically related to bond finances. He visited with the County Administrator and was directed to go ahead and engage someone for the appraisal. There is an inherent gap in the market, and they are asking the City to keep an open mind until they get the appraisal done, to put a schedule in place, and to look at some of the scenarios that they identified before. It will require a partnership in a larger amount than the City is used to.

Brian Pellowski, owner of 7 & 41, LLC and of the former Northland Mall property, said he appreciated the opportunity to be here and wanted to clear up some misunderstandings or at least start a dialogue and get this project underway, adding that it's been two and half years and we aren't close to the start line. He pointed out that he had met with Council and Ehlers back in March or April on what the costs were going to be on this project and if there was going to be a shortfall, and which it appeared with the difference between the amount of tax increment and the amount of money needed to do the project, there was going to be a shortfall. It appears that there still is a shortfall.



He's heard there are rumors that the developer has not provided the numbers - he takes issue with that - they've provided the numbers they have with using contractors and using his expertise of 30 years. They are not 100%, but they believe they are sufficient for their request to build the infrastructure. - not build the buildings but to redo the infrastructure. They don't have final plans, final civil plans, and they won't have. Mr. Pellowski said there will be no other numbers coming to make a decision. He has worked for agreements with retailers, but those have come to an end because of the delay.

Mr. Pellowski said he has spent \$110,000 in civil fees, and \$120,000 in architect fees, and has a quarter of a million in legal and other fees - he is not willing to commit any more without an agreement in place. The TIF revenues are already being affected.

Mayor Kuhle said the City was aware going in to this that we would need to do everything possible, but we need to follow legal advice, bond counsel, and TIF counsel. The City has created 16 TIFs - a handful of them were around a million dollars, but the rest were much less than that, and 11 of those were true pay-as-you-go. We don't have the information we need to go forward.

Mr. Pellowski said the City was asking for significantly more information than the City of Marshall did for his project there. Mayor Kuhle noted that the TIF in Marshall was a true pay-as-you-go, so there was no risk for the City, but the request to the City of Worthington was for a full GO Bond where we bond up front for the \$4 million, or whatever that is when we get the market assessment, which is a pretty significant hit on the tax payers. Mr. Pellowski also said if the City was looking for everything to be in good order it's not going to happen - he is not willing to risk hundreds of thousands of dollars until we have a deal and there won't be any deals with any of the other players either. TIF financing is to level the playing field - that's all they are asking for. They need \$9.8 million, and it won't support that, and they will likely be several million short. In response to a question from Mayor Kuhle, Mr. Pellowski said he has not sought additional investors in his project. Mayor Kuhle said the State has given us two tools, TIF financing, and other than forgivable loans/job creation type programs, we don't have the ability to put in another 3 or 4 million dollars

Rebecca Kurtz, Ehlers and Associates, said what they've estimated using the County Assessor's numbers is \$5.3 million over the 26 year term, but if that is financed in any way, for example a GO Bond, we would be looking at having it at only \$2.8 million.

Council and Mr. Pellowski discussed the minimum assessment and the use of an independent assessor. Ms. Kurtz said they would default to whatever the County provides. James Schultz, Dorsey and Whitney, said it is possible that the County could be informed by another assessor of their assessment of the property, but he has never seen an instance where ultimately the City has to rely upon judgement of the County Assessor to determine in assessing whether or not you could issue bonds in connection with a project like this.

Discussion was held on the minimum assessment. Todd Frager, owner of the Northland Cinema

Theater was present at the meeting and spoke of his concerns and the possibility that Worthington may end up with no theater.

Dan Schleck, Mr. Pellowski's attorney, provided a power point presentation that addressed the different risks in development projects and how to manage that risk, noting that you have to keep your goals in mind. He addressed public / private relationships and risk and political risk. He noted the biggest tool the City has is to require Brian to put up a personal guarantee. Mr. Schleck also talked about the differences between the pay-as-you-go TIF vs a GO, indicating that there really was not much risk difference between the two in the case of a minimum assessment agreement. If we can agree on a reputable third party appraiser we can get past this issue and move on.

Rebecca Kurtz said she differed with Mr. Schleck's statement regarding the risk difference between the pay-as-you-go and the GO - the risk is very minimal with the pay-as-you-go, however, issuing a GO would require the City to pay if Mr. Pellowski did not. Mr. Schleck responded that the City's risk with GO would be managed by the minimum assessment agreement, and the personal guarantee of Mr. Pellowski. Ms. Kurtz also reminded Council that with the issuance of GO tax increment bonds you have pledged at that time your general obligation and full faith and credit of the taxing powers should there be any shortfalls. James Schultz agreed with Ms. Kurtz, adding that it sounds like there will be financials with that - could Mr. Schleck walk us through the process of how to get them. Mr. Schleck said an agreement would be needed first because the lender won't start investigating them until there is an agreement in place. If this project doesn't go there will be no property tax relief for the residents here, and for some time the Council has been representing to the citizens that this project is going to go. Mr. Schleck added that there will likely be lawsuits if this doesn't go forward.

## **ADJOURNMENT**

The motion was made by Council Member Sankey to adjourn the meeting at 6:45 p.m.

Mayor Kuhle requested to read a closing statement indicating that everyone at the City is extremely excited about this project but as a government entity we're obligated to comply with applicable laws, including state statutes and tax increment financing act regarding the expenditure of public funds. We must have all the information necessary for us to perform our due diligence to determine that we are complying with the law, that we are being fiscally responsible to the tax payers and that we do not place undue risk on the public.

The motion was seconded by Council Member Nelson.

Mr. Schleck said that was very succinctly put, but if Council wants this to happen Council has to direct staff to make this happen on a schedule certain. There's been a lot of wheel spinning and we need to get out of that.

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The motion to adjourn was unanimously carried.

Janice Oberloh, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, OCTOBER 26, 2015**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey. Honorary Council Member: Amy Ernst.

Staff present: Steve Robinson, City Administrator; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Kristin Kirtz, Daily Globe.

**PUBLIC HEARING AND RESOLUTION NO. 3624 ADOPTED ORDERING  
IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS - GRAND  
AVENUE STREET AND SIDEWALK EXTENSION PROJECT**

Pursuant to published notice, this was the time and date set for a public hearing regarding the Grand Avenue Street and Sidewalk Extension Project.

The motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to open the hearing.

Dwayne Haffield, Director of Engineering, presented information regarding the project, noting Council had ordered this a few meetings ago, and that this was a preliminary assessment hearing. Everything for the project now are estimates - Council can reduce the scope of the project but not increase it. They can adjourn from time to time but must act on it within six months. Because the project was Council initiated, it must be approved by a 4/5's vote. Mr. Haffield reviewed the process, noting that staff would seek Council approval in December for plans and to order bids to be received at the end of January. Then we would go through construction, call the final assessment hearing, declare costs, and hold the final assessment hearing to approve those assessments, the payback terms, interest rates, duration, and permits. At that point people would have the right to appeal the assessments. This project would be Grand Avenue from the north line of the Grand Avenue project that Council approved in June, up to Darling Drive. Mr. Haffield reviewed the process for determining the assessments. Total project cost is \$467,700, with 55% assessable and 45% City share. Removing sidewalks from the project would reduce the amount of assessments.

Four options were provided to Council for tonight

- Not order the improvement
- Order it as proposed
- Reduce the scope of the improvement
- To continue the hearing until bids are received

Council could also receive the bids and hold them for 60 or 90 days and then call the final assessment hearing. Mr. Haffield said this option has not been used here in the City in the past. The

assessment rate for the project is \$230/foot, which Mr. Haffield said it was high because it was a whole new street. There is typically a 15 year payback on these assessments, or Council could provide for a longer payback period but Statute prohibits going over 30 years. There is a concept limitation for assessment - we are limited to the market benefit.

The motion was made by Council Member Sankey, seconded by Council Member Nelson and unanimously carried to close the hearing.

The motion was made by Council Member Sankey, seconded by Council Member Graber and unanimously carried to adopt the following resolution ordering the improvement and preparation of plans and specifications:

RESOLUTION NO. 3624

ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

**PUBLIC HEARING NOBLES HOME INITIATIVE APPLICATION AND RESOLUTION NO. 3625 ADOPTED APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT MINN. STAT.469.1813 - 1932 WOODLAND COURT**

Pursuant to published notice, this was the time and date set for a public hearing regarding a Nobles Home Initiative application - 1932 Woodland Court.

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to open the hearing.

Steve Robinson, City Administrator, said a Nobles Home Initiative application had been received from Nick Hagen, who was seeking approval of tax abatement for the construction of a single family dwelling on property he will spec build at 1932 Woodland Court - commonly known as Lot 5, Block 2, Woodland Ridge Addition. The single family dwelling will include 1,628 square feet of living space on the main level, a partially finished basement, and a 24' x 36' attached garage. Staff reviewed the application and determined that it meets all of the parameters of the NHI Guidelines, and was recommending Council approval of the application. This public hearing is a requirement of State Statute regarding tax abatement.

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to close the hearing.

The motion was made by Council Member Graber, seconded by Council Member Nelson and

unanimously carried to adopt the following resolution approving the tax abatement as requested:

RESOLUTION NO. 3625

A RESOLUTION APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT  
TO MINN. STAT. 469.1813

(Refer to Resolution File for complete copy of Resolution)

**AGENDA CLOSED/APPROVED**

The motion was made by Council Member Nelson seconded by Council Member Sankey and unanimously carried to close/approve the agenda as presented.

**CONSENT AGENDA APPROVED**

Council Member Sankey pointed out that the General Fund Financial Statements said they were for the six months ended September 30, 2015 but it should say nine months.

The motion was made by Council Member Harmon, seconded by Council Member Janssen and unanimously carried to approve the consent agenda as follows, noting the correction:

- City Council Minutes of Regular Meeting October 12, 2015
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting October 19, 2015; Planning Commission /Board of Appeals Minutes of October 6, 2015; Worthington Housing and Redevelopment Authority Board Minutes of September 16, 2015; Heron Lake Watershed District Minutes of Regular Meeting August 12, 2015; Heron Lake Watershed Board Minutes of Budget Hearing August 12, 2015
- Financial Statements - Municipal Liquor Store Income Statement for the Period January 1, 2015 through September 30, 2015; General Fund Statement of Revenues and Expenditures - Budget and Actual for the Period January 1, 2015 through September 30, 2015
- Application for Exemption from Lawful Gambling - St. Mary's Church - as follows:
  - Organization: St. Mary's Church, 1215 Seventh Avenue
  - CEO: Reverend James Callahan
  - Type of Event: Raffles
  - Date and Location of Event: December 13, 2015  
St. Mary's School, 1206 Eighth Avenue
- Bills payable and totaling \$577,161.93 be ordered paid

**NOMINATING COMMITTEE RECOMMENDATION FOR REAPPOINTMENT TO  
COMMITTEE APPROVED**

The Nominating Committee submitted the following recommendation for Council approval for committee reappointment :

Memorial Auditorium Advisory Committee	Reappoint Julie Nystrom for a three-year term, term to expire July 31, 2018
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The motion was made by Council Member Graber, seconded by Council Member Harmon and unanimously carried to approve the Nominating Committee's recommendation for reappointment to the Memorial Auditorium Advisory Board as presented.

### **CONTRACT AWARDED FOR BIOSCIENCE DRIVE STREET AND STORM SEWER EXTENSIONS**

The following bids were received on October 23, 2015 for the BioScience Drive Street and Storm Sewer Extensions project:

<u>Engineer's Estimate</u>	<u>Larson Crane Service, Inc.</u>	<u>Duininck, Inc.</u>
\$505,948.00	\$505,753.00	\$518,051.00

Dwayne Haffield, Director of Engineering, noted the bid had included a bid alternate for a class 5 gravel base, but they were recommending against that.

The motion was made by Council Member Nelson, seconded by Council Member Janssen and unanimously carried to award the bid for the BioScience Drive Street and Storm Sewer Extensions project to Larson Crane Service, Inc. as the low qualified bidder in the amount of \$505,753.00.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - No meetings to report but wanted to mention the special meeting held earlier tonight - it was a long time to be here - thanked Council. With the mall project, he knows all of Council wants to get something done here. He appreciates that, the City has done really well up to this point. We're just going to wait and see with the minimum assessment agreement by the County, with the assessor they hire, what they come up with. I think once that's done we've got to pretty quickly move forward. (Discussion followed on the independent assessor and the City's and County's role in the project.) It's not the City's role to lobby for this assessment, but to-date, really it's been Steve that has been driving that bus. If they want to hire another one that's fine, that's their right. In the end I hope it works out, I really do. The mall is in worse state than it was six months ago. I appreciate you all being here and sitting through this - it's something that we need to move along as quickly as possible.

Council Member Nelson - Had a HRA meeting on the 13<sup>th</sup> or 14<sup>th</sup> - talked about a new boiler for the

Atrium, but it would be a significant cost - about \$400,000. Rising Sun Estates still continues to rent out - there were 11 available two weeks ago, must be 10 or 9 now, they're renting pretty rapidly.

Council Member Graber - No meetings to report but wanted to compliment Steve on his memo listing of current projects and costs the City has going - it's a very helpful tool to see what we're spending and how much we can afford to spend.

Honorary Council Member Ernst - no report.

Council Member Janssen - The Joint Powers Board met, we have a City Ordinance for taxi service. They have set hours but have the right of first refusal to pick up additional hours if someone wants to provide service outside of what their hours are now.

Council Member Harmon - Water and Light Commission met - they are in the process of doing a new well-head protection plan - they've contracted for that and he'll have more on that later. The Owatonna Report is out - it included 13 cities plus Xcel Energy and Alliant Energy - Worthington was second lowest in residential electric rates and third in commercial and industrial rates. In water we were dead center in all three classes. Golf Advisory Board met October 21<sup>st</sup> - held a discussion on what if we don't close next year - perhaps they could look for volunteers to manage the course? It was a good meeting.

Council Member Sankey - Attended a sub-committee meeting of NEON for broadband. They have a deadline in four weeks to present three new grant options - one is for \$9,500 to go to the Worthington library, and for the Adrian library - there will be two I-Pads for the Worthington Library and two for the Adrian library, and six for daycare. The second is another \$4,000 grant for I-Pads to go to the Collaborative, and the third is to hard-wire the BAC building and money for wi-fi at Olson Park. We will submit the grants before December 1<sup>st</sup>. They are not sure there is fiber to the building at the BAC.

### **CITY ADMINISTRATOR'S REPORT**

Steve Robinson, City Administrator, said he's been spending his time working on the mall redevelopment project. On Wednesday the City will be hosting a regional meeting with a number of the state commissioners - MPCA, the DNR, Department of Health, PFA funding - they're going to have a listening session. Later that day the League of Minnesota Cities has a regional meeting in Springfield that he is going to try to get to. This Thursday the Southwest Minnesota Administrators are getting together in Marshall and he's hoping the highlight will be a tour of the new Marshall liquor store that is nearing completion.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Sankey and unanimously carried to adjourn the meeting at 7:56 p.m.



**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING - TUESDAY, OCTOBER 27, 2015**

The meeting was called to order at 5:01 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey.

Staff present: Steve Robinson, City Administrator; Janice Oberloh, City Clerk.

Others present: Dr. Richard Fursman, Brimeyer Fursman.

**CLOSED SESSION - PERFORMANCE EVALUATION OF CITY ADMINISTRATOR  
(CLOSED UNDER MN. STAT. 13D.05, SUBD. 3(a) PERFORMANCE EVALUATIONS)**

Mayor Kuhle announced that Council would be going into closed session under MN. Stat. § 13D.05, Subd. 3(a) for the purpose of a performance evaluation of the City Administrator.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to close the meeting at 5:02 p.m.

The motion was made by Council Member Nelson, seconded by Council Member Sankey and unanimously carried to re-open the meeting at 6:51 p.m.

**ADJOURNMENT**

The motion was made by Council Member Sankey, seconded by Council Member Graber and unanimously carried to adjourn the meeting at 6:52 p.m.

Janice Oberloh, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING - BUDGET WORK SESSION  
OCTOBER 28, 2015**

The meeting was called to order at 7:00 a.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey. Honorary Council Member Amy Ernst.

Staff present: Dan Wycoff, Liquor Store Manager; Brian Kolander, Finance Director; Janice Oberloh, City Clerk; Dwayne Haffield, Director of Engineering (7:16 a.m.).

Others present: Kristin Kirtz, Daily Globe; Justine Wettshreck, KWOA.

**BUDGET DISCUSSION**

Liquor Store Budget Fund 609

Dan Wycoff, Liquor Store Manager, noted the furnace unit in the front of the store needs to be replaced - budgeted amount is \$13,650 - low bid was \$12,275. He will also be looking at shelving next year to change the traffic flow and add better visibility. High theft items will be up front - percentage of theft is low. We are PCI compliant - reduced the liability for credit card fraud - chip and phone pay will be set up by Christmas. Steve Robinson, City Administrator, said we are projecting a 4% increase in total sales for 2016 but only a 1% increase in operational expenditures.

We are budgeting a \$225,000 transfer to the general fund next year, in addition to budgeting \$240,000 that will stay in retained earnings to build up our cash reserve to be used as we move forward with a new liquor store. Brian Kolander, Finance Director, said they have been adding about \$200,000 cash each year after the transfer to the general fund. Mr. Robinson they have selected the same contractor as designed Marshall's new liquor store.

Airport CIP

Dwayne Haffield, Director of Engineering, said the replacement of the backup generator scheduled for 2016 will be deleted as MnDOT won't participate in that expense. We will be looking for federal funds for Taxiway C maintenance, and will be switching to a maintenance and preservation mode for the airport and will be fairly aggressive. The airport is a "break even" operation.

Paving/Streets CIP

Dwayne Haffield, Director of Engineering, noted there was really no change - but there will be a couple of state aid projects. The Humiston/5th Avenue rehab/restoration project detour will be expensive. They are looking at installing bump-outs on the west side of the Clary Street/Humiston Avenue intersection for pedestrian safety. McMillan and Clary will be the next area they will look at for the bump-outs.

Schaap, Darling and Hagge - we will experiment with product - we're going to put those out for bid in hopes to get a better price. The McMillan water project will be a high priority next year. Regarding the 10<sup>th</sup> Avenue Bridge replacement - the permitting and funding is the issue - it is under the authority of the Corps, and bridge bond money may not always be available. The walkways on the bridge were ordered closed.

Council requested a 2 minute break.

#### Street Lighting Fund

Dwayne Haffield, Director of Engineering, said the street lighting fund is a fairly simple fund in that we have two very expensive funds - electric utility and transfer for infrastructure.

The transfer for infrastructure is not supposed to change - Public Utilities periodically updates that. The electric utility has changed - up about \$5,000 reflecting the amount of infrastructure that has come on line since the last updating. The Highway 60 project added a large number of lights. We are projecting to run a little short this year and will propose an approximate 6% increase. If Council approves this budget a resolution for the street light charge increase will be on the November 9<sup>th</sup> agenda.

#### Storm Water Budget Fund 606

Mr. Haffield said we can make the 2016 budget for storm water without a rate increase but it will include a huge use of reserves at \$800,000 if we get the FEMA grant. We do have obligations coming up that would justify an increase but it will be up to Council to decide if we make it work or implement an increase.

The FEMA project is about a \$3.2 million project and will create a large retainage near I-90 and increasing the capacity of the culvert at Oxford. The retention area will need to be created first. The improvement to County Ditch 12 will result in a revision/reduction to the flood plain map. A 1.3% increase will increase our reserve by \$7,000 per year. A 3.8% increase would result in \$21,418 in additional revenue. It is staff's recommendation to start increasing the fund. We could also start doing some revenue bonds. Water and Light Commission will be looking at a 3.2% increase for sewer, but electric and water may remain the same. Mr. Haffield reminded Council it does take an ordinance to change the storm water rate.

#### Final Budget/Levy Certification Discussion

Council had pre-certified the 2015 levy collectible in 2016 at 6.79%, and final certification must be made by December 14<sup>th</sup>. Brian Kolander, Finance Director, said Council should not levy for the airport as rents and grants cover that budget. The \$36,000 that was budgeted for the back up

generator could be left in reserves because we are not levying for it, or it could be used to buy down the levy. Council Member Nelson said he would be looking to set the levy at 3.5% to 4%, and suggested that Council meet to make a decision on Prairie View before certifying the levy, as there is just under \$51,000 in the Prairie View budget for seasonal help. Council Member Sankey asked if the EDA levy could be reduced - Steve Robinson, City Administrator, said it could, and it is still at the discretion of Council on how it is used. Council Member Sankey said he would like to see the levy set at 6%, as 3.5% to 4% would be too low. Council Member Janssen agreed, saying below 6% is really chopping. Mr. Kolander said that staff could look at the ERS and maybe find a percent, but at some point it still needs to be done.

Council suggested meeting November 4<sup>th</sup> or 18<sup>th</sup> regarding the golf course, and to determine where they want to be with the final tax levy.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Graber and unanimously carried to adjourn the meeting at 8:45 a.m.

Janice Oberloh, MCMC  
City Clerk

## **Planning Commission/Board of Appeals Minutes November 3, 2015**

The meeting was called to order at 7:05 p.m. by Chad Nixon in the City Hall Council Chambers.

Members Present:	Bob Bristow, Diane Graber, Kelly Meyer, Ken Moser, Amy Woitalewicz
Members Absent:	Ethan Bates
Staff Present:	Brad Chapulis, Director of Comm/Econ. Dev; Angela Thiner, Secretary
Others Present:	Lori Klooster, Living Life Adult Day Center; Dennis Simpson, Attorney for Ms Klooster; Lineka Nelson, Brian Brewer, Greg Raymo, Pastor Jose Miranda, Juan Agustin, Minor Chilal, Mary Lopez, Antonio Calindres, Sheila Pederson, Sarah Hayenga, Julio Garcia

### **Approval of Minutes**

Ken Moser made a motion to approve the minutes of October 6, 2015. The motion was seconded by Diane Graber and passed unanimously.

### **Planning Commission Business**

#### **Public Hearing and Recommendation to City Council**

##### **Change of Zone - Lori Klooster, 500 Stower Drive**

Lori Klooster submitted an application to request a change of zone for property she owns at 500 Stower Drive. If approved the property would be rezoned from the current "M-2"(General Manufacturing) designation to "M-1" (Light Manufacturing). Brad Chapulis summarized the request stating that the subject property is located within an area that has been developed independently of one another sporadically over the past 60 years. The results of the unorganized development are a mixture of land uses that did not comply with current zoning regulations having the ability to be disharmonious with the other land uses, leading to a lack of investment to several of these properties. He noted in 2013-2014 City staff studied the land use activities in the area bounded by Oxford Street, Rowe Avenue, Stower Drive, and McMillan Street. At that time, the Planning Commission along with City Council concluded that some changes needed to be made to encourage reinvestment in that area. After reviewing the City's Comprehensive Plan, the City rezoned the "M-1" properties abutting Oxford Street and McMillan Street to "B-3" and the remaining "M-1" properties were to be rezoned "M-2" to mirror the industrial activities to the immediate west. A copy of the Land Use Map was provided to all commissioners. According to the Land Use Map, Ms. Klooster's property is slated for General Industrial development with "big box" commercial potential due to its proximity to other "big box" retailers. Staff is of the opinion that the "big box" retail opportunity within the subject area lies along the eastern portion

of Nobles County Fairgrounds provided it obtained egress/ingress rights to Ryan's Road. The remainder of the "flex" area doesn't possess the characteristics necessary for "big box" retail. Staff pointed out that approval of the requested change of zone would be considered spot zoning and would compromise the purpose and intent of the actions taken in 2014 to resolve the land use conflicts in the surrounding area.

Chad Nixon opened the public hearing. Dennis Simpson, attorney for Lori Klooster, spoke on behalf of the property owner. Mr. Simpson referenced the 2004 Comprehensive Plan, stating that after review of the zoning districts, it appeared as though in an "M-1" area there was opportunity for 32 permitted or conditional permitted businesses to operate while in the "M-2" district, the list included 25 types of businesses able to operate, noting that Ms. Klooster had received an offer from a local church to purchase the subject property. Mr. Simpson stated there are less business opportunities in the "M-2" district, which does not allow public, institutional or cultural land use groups, than in the "M-1" district. Mr. Simpson stated that the Comprehensive Plan and the Oxford Street Redevelopment plan did not seem to fit together and that rezoning the subject property did seem to fit in with the redevelopment plan which advocated for pedestrian friendly areas. Mr. Simpson also stated that continuing zoning as "M-2" defeats the purpose of the Oxford Street Redevelopment Plan. Mr. Simpson added that according to the Religious Land Use and Industrialized Persons Act the location of a religious institution cannot be prohibited by zoning. Mr. Simpson pointed out that RLUIPA is a Federal Law that passed unanimously in 2000. Brad Chapulis spoke in disagreement of Mr. Simpson's reference of the RLUIPA, stating that the City's zoning ordinance grouped similar land uses by category so he felt no discrimination was taking place.

Chad Nixon address the issue of the Comprehensive Plan and the Oxford Street Redevelopment Plan not fitting by stating the Comp Plan has been approved since 2004, while the Oxford Street Plan has not been through the appropriate channels for approval and is in draft form at this point.

Antonio Calindres was in attendance and spoke in favor of the change of zone. Greg Raymo, First State Bank Southwest, also spoke in favor of the change in zone, stating that without changing the zoning classification, the number of business owners who would be able to purchase the property would decrease due to zoning conflicts.

Ken Moser questioned Ms. Klooster as to what the fate of Living Life was. Ms. Klooster responded that she has plans to stay in business but for now will be renting a former group home and will build when land becomes available. Commissioner Moser also asked why she was selling the property. Lori stated that she put the building up for sale with the intention of building an assisted living facility this year with plans to move her adult day care business in with the new business. She stated she had some issues so things are now delayed but it is her goal to move her adult day care business in with the assisted living.

Sheila Pederson, Real Estate Retrievers, stated she is the listing agent for Lori's building. Sheila noted the building went on the market in January and they have had only 1 official offer. Mrs. Pederson noted that they did receive a couple of verbal offers, however, the price was too low and the type of businesses were not compatible with the "M-2" zoning classification. Amy Woitalewicz presented a question to Sheila as to whether or not Sheila was aware of the zoning when she listed the property. Sheila responded that the information she received regarding the zone of the property came from the property owner and Ms. Klooster was unaware of the change of zone which took place in 2014.

With no further comments from the public, Ken Moser made a motion to close public hearing. The motion was seconded by Bob Brisow and passed unanimously.

Amy Woitalewicz asked if neighboring property owners were notified of the public hearing. Staff responded that all property owners within 350' of the subject property are notified as well as a "Notice of Public Hearing" being published in the newspaper 10 days prior to the meeting. Commissioner Woitalewicz referred to the Comprehensive Plan stating that one of the goals of the Comprehensive Plan was to protect the investment of existing property owners. She also stated that it was her opinion that the change of zone that took place in 2014 felt conflicting. She pointed out that the fairgrounds, arena, Pioneer Village were all public spaces and the subject property is located just south of these. Amy Woitalewicz voiced her concern that this parcel of land is not appropriately zoned as "M-2".

Diane Graber stated that she was very much in favor of consistent zoning, however, she did recall a statement made by Pastor Miranda at a previous meeting for this same subject property which was causing her to be conflicted regarding the potential for spot zoning. Kelly Meyer also spoke in favor of consistency in zoning.

Amy Woitalewicz stated that she would be abstaining from voting due to the public's perception of a possible conflict of interest due to her being a lender for the Adult Day Care Center. Following Amy Woitalwicz's statement, Ken Moser made a motion to deny the request for the change of zone. Kelly Meyer seconded the request. Diane Graber and Bob Bristow voted in favor of the motion.

Brad Chapulis noted that the decision of the Planning Commission would be forwarded to City Council for consideration at their November 9<sup>th</sup> meeting.

### **Other Business**

The next Planning Commission meeting will be held on Tuesday, December 1, 2015, in City Hall Council Chambers.

Planning Commission Minutes  
November 3, 2015  
Page 4 of 4

**Adjournment**

As there was no further business before the Planning Commission, Ken Moser motioned to adjourn the meeting at 8:27 p.m. The motion was seconded by Bob Bristow and passed unanimously.

Angela Thiner  
Secretary



**WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY  
OCTOBER 26, 2015**

The meeting was called to order at 6:46 p.m. in City Hall Council Chambers by President Mike Kuhle with the following Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey. Honorary Council Member: Amy Ernst.

Staff present: Steve Robinson, City Administrator; Brad Chapulis, Director of Community/Economic Development; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Kristin Kirtz, Daily Globe.

**MINUTES APPROVED**

The motion was made by Member Sankey, seconded by Member Janssen and unanimously carried to approve the Worthington Economic Development Authority Minutes of September 14, 2015.

**RESOLUTION NO. 3623 (EDA<sub>u</sub>) ADOPTED APPROVING DECERTIFICATION OF LOT 5, BLOCK 2, WOODLAND RIDGE ADDITION FROM TAX INCREMENT FINANCING DISTRICT #12**

Nick Hagen was requesting the decertification of Lot 5, Block 2, Woodland Ridge Addition to allow him to seek approval of a Nobles Home Initiative (NHI) application. Woodland Ridge Addition is located within a redevelopment TIF district known as TIF District #12, which was established in 2006 to financially assist FDAC, LLC with demolition costs of the former TB sanitorium and CCSI offices, which cleared the site for the creation of the 21 residential lots now known as Woodland Ridge. Council had considered and approved a similar request from Bob and Donna Tims for their property at 1919 Woodland Court, within the development. At the time, Staff had performed a cash flow analysis of the TIF District, and concluded that the 11 residential units established prior to 2014 in Woodland Ridge Addition would fully repay the interfund loan by 2023.

Brad Chapulis, Director of Community/Economic Development, said based on current conditions, it is Staff's opinion that decertification of the subject lot would not negatively impact the EDA's ability to cover the debt service of the interfund loan. Staff was recommending decertification of Lot 5, Block 2, Woodland Ridge Addition from TIF District #12.

The motion was made by Member Harmon, seconded by Member Sankey and unanimously carried to approve the request by adopting the following resolution:

RESOLUTION NO. 3623 (EDA<sub>u</sub>)

RESOLUTION AUTHORIZING REMOVAL AND DECERTIFICATION OF LOT 5, BLOCK 2, WOODLAND RIDGE ADDITION FROM TAX INCREMENT FINANCING DISTRICT NO. 12, LOCATED WITHIN REDEVELOPMENT PROJECT AREA NO. 3, IN THE CITY OF WORTHINGTON

Worthington Economic Development Authority  
October 26, 2015  
Page 2

(Refer to Resolution File for complete copy of Resolution)

**ADJOURNMENT**

The motion was made by Member Sankey, seconded by Member Nelson and unanimously carried to adjourn the meeting at 6:51 p.m.

Janice Oberloh, MCMC  
City Clerk/Secretary to the EDAu

**CITY OF WORTHINGTON**  
**TRAFFIC AND SAFETY COMMITTEE MINUTES**  
1:30 p.m., Tuesday, October 27, 2015  
City Hall Council Chambers

The meeting was called to order at 1:33 p.m. by Mark Nelson

Members Present: Brad Chapulis, Dwayne Haffield, Larry Janssen, Mark Nelson, Dave Skog, Steve Schnieder, Brett Wiltrout

Members Absent: Todd Wietzema

Others Present: Angela Thiner, Secretary, Cliff Shreiner, Yourway Transportation

**Approval of Minutes**

Larry Janssen motioned to approve the minutes of the August 25, 2015 meeting. The motion was seconded by Brett Wiltrout and passed unanimously.

**Traffic and Safety Committee Business**

**Confirm no parking on east side of Marine Avenue**

Dwayne Haffield explained that discussion has taken place in the past that due to there being so many driveways along the east side of Marine Avenue there was not enough room for on-street parking. Past Traffic and Safety Committee notes showed that the no parking restricted area was from Oxford Street south, to the curve of Marine Avenue. Dwayne stated the reason for this item being on the agenda for this meeting was to make sure that committee members were in agreement with the no parking so their decision could then be forwarded to City Council and signs could be put in place for no parking on the east side of Marine Avenue.

Dwayne Haffield made a motion to recommend no parking along the east side of Marine Avenue. Steve Schnieder seconded the motion and it unanimously passed.

**No Parking request on Industrial Lane, across from Yourway Transportation**

Cliff Shreiner of Yourway Transportation presented a request for no parking in front of the Yourway Transportation driveway on the south side of Industrial Lane near Bedford's driveway. Mr. Schreiner noted that employees of Bedford have been parking in the street across from his building making it difficult for trucks to access either of the driveways on the north side of Industrial Lane. Specifically his request was no parking from Bedford's third to the fourth driveway.

Steve Schnieder asked if it would be beneficial to have parking restrictions put in place instead of no parking. Cliff Shreiner pointed out that in most City's with an Industrial Lane drivers are not allowed to park in the street. A representative from Bedford Industries was in attendance. He stated that they have enough room in the parking lots for employees to park. The challenge with parking occurs when shifts change. It is during that time that parking is not ideal for employees. Dwayne Haffield made a motion to recommend no parking on the south side of Industrial Lane from Bedford's third driveway to the east driveway of Yourway Transportation. Brad Chapulis seconded the motion and it passed unanimously.

**Eliminate parking restrictions Lexington Avenue**

Parking restrictions were put in place along Lexington Avenue when the main entrance for the college was on the south side of the building, facing Lexington Avenue. The college has since restructured and more students are using the parking lot on the north side of the building. The request was originally brought up by Todd Wietzema after noting the signs needed maintenance. Dave Skog, who lives on Lexington Avenue, asked if it were possible to remove the signing on the north side of the road but leave the south side as is. Dwayne Haffield stated Todd spoke with him about the request and noted for snow removal purposes it would be more beneficial to remove all parking restrictions and enforce odd/even parking during winter months. Steve Schnieder made a motion to recommend removal of all parking restriction signs on Lexington Avenue and enforce odd/even parking during the winter months as with all other residential neighborhoods. Larry Janssen, Dwayne Haffield, and Brad Chapulis voted in favor of the motion. Brett Wiltout and Dave Skog voted against the motion. Brett Wiltout stated that his reasoning for opposing the motion was that he felt the parking restrictions were put in place for a reason to begin with and it is his opinion that they should be left alone.

**Adjournment**

As there was no other business before the Committee, Larry Janssen motioned to adjourn the meeting at 2:30 p.m. The motion was seconded by Brett Wiltout and passed unanimously.

Angela Thiner  
Secretary

## NEON Minutes

October 8, 2015, Biotechnology Advancement Center

Meeting began with the Pledge of Allegiance and County Administrator Tom Johnson presided over the meeting.

Broadband: Four of the nine Hotspots are up and running: Leota, Little Rock, Rushmore, and Reading. Hope to have the remaining five completed next week.

Feasibility Study: The feasibility study is fully funded. Meeting with Finley Engineering . propose 2-3 plans; options to serve every premise in the county or loop and have a tower in each community. Surveys will be completed with 3-4 simple questions. Speed tests to map speeds around the county will also be conducted. December 1 is the deadline for the next round of grants. Possibly work with Head Start, Library, Public Health, BioTechnology Advancement Center. State Broadband Conference is in mid-November, building a case for more broadband across rural Minnesota.

EMT Certification: fire departments and emergency management system services . certifications are increasing and costing money, keeping positions filled is difficult.

### Legislative Priorities:

- a. Lewis & Clark completion to Worthington
- b. Infrastructure funding . including roads, bridges, broadband, transportation
- c. Housing related
- d. Education- incentives for minority teachers, school bond

The Legislative Priorities book will be put together before the December 7 AMC Annual Conference. The four priorities will be listed in the front of the booklet with each entity having their own section following.

### Around the Table:

- Doug Knuth/Round Lake . Sather's building is for sale, the hope is that AgCo will come through and purchase the building as they are currently leasing part of it. The Round Lake Clerk is retiring.
- Gary Hoffmann/Worthington Public Utilities . Attended a policy meeting, learned the EPA's goal is to shut down coal plants; it takes 15 years to complete a green project. Well levels are going down, but not as fast as in the past, we are buying all the water we can at this point. Lewis & Clark project is going good to Luverne.
- Rod Sankey/City of Worthington . Oxford Street Steering Committee . long range planning; 2017 resurfacing Oxford Street, looking at adding bump outs to slow traffic down. Eastside apartments are close to full.
- Fabio Lopez/Nobles County Public Health . Public Health includes Health & Wellness. The community soccer field is in poor condition causing a lot of injuries. A lot of people use the soccer field and we need to have a place for a healthy activity.
- Keith Stubbe/Round Lake . SWBB has a new general manager, interested in expanding broadband.
- Diane Larson/Round Lake-Brewster School District . Round Lake/Brewster has an Operating Levy Referendum on the ballot this November. They are looking for a Yes vote as it is a renewal and there will be no tax increase. Asking residents to please read the literature that was mailed out; the school district will lose state funds if it doesn't pass.
- Gary Ewert/Heron Lake Watershed . Ditch viewing system, need standardized program throughout the state.
- Abraham Algadi/WREDC . working with Round Lake and Rushmore on projects; looking to work with smaller communities. Items currently working on: Round Lake Bank, Worthington Mall property; BioTechnology Advancement Center-lab space, PurNet Grand Opening, Sailor Plastics-LDL money, BioVerse building. We need to establish priorities and start acting on them: Vision 2030!

- Don Linssen/Nobles County . tax forfeiture properties . County receives them by default . we want to get them sold/cleaned up and back on track.
- Tom Johnson . Nobles County Administrator . War Memorial Building-installing a new heating and cooling system; Government Center-fixing the staircases and railings to cut down on trip hazards and bring them up to ADA standards; Armory Building-public meeting for reuse study, 50 people toured the building, we are looking for the best use of the building going forward, retail, gymnastics, world market, library, arts center, historical society, next public meeting is October 29.

The meeting adjourned.

Next Meeting:

November 12<sup>th</sup>, 5:30 . 7:00 pm  
BioTechnology Advancement Center  
1527 Prairie Drive, Worthington, MN 56187

Worthington Area Convention & Visitors Bureau  
Board of Directors Meeting  
August 26, 2015  
Chamber/CVB Office  
3:30 p.m.

Present: Andy Johnson, Brad Meester, Diane Graber, Nancy Vaske, Jesse Flynn, Amanda Walljasper-Tate, Jessica Nixon, Jason Johnson, Dave Hartzler, Ryan McGaughey, Amber Luinenburg, Darlene Macklin and Alicia Jensen.

Excused Absence: Jessica Noble, Jeff Rotert, Jenny Andersen-Martinez and Nicholas Raymo.

Guest: Wayne Drealan.

Chairperson of the Board Amber Luinenburg presiding.

A motion was made by Jason Johnson, seconded by Dave Hartzler, and passed unanimously to approve the agenda.

A motion was made by Amanda Walljasper-Tate, seconded by Jessica Nixon, and passed unanimously to approve the minutes of the July 8, 2015 Board of Directors meeting.

A motion was made by Diane Graber, seconded by Amanda Walljasper-Tate, and passed unanimously to accept the July, 2015 financial statement as presented.

Audit Review: Wayne Drealan presented the audit for the year end December 31, 2014 and 2013. A motion was made by Dave Hartzler, seconded by Jessica Nixon, and passed unanimously to accept the Audit Review as presented. The Board suggested going paperless next year.

Sponsorship Request: A request has been received for sponsorship of the King Turkey Day Mayor's Brunch. The brunch is invitation only, the board will be invited. Seven hundred dollars has been given in the past. A motion was made by Amanda Walljasper-Tate, seconded by Dave Hartzler, and passed unanimously to give a seven hundred dollar sponsorship for the Mayor's Brunch.

Committee Reports: Marketing/Visitors – Met on Monday. Had a conference call with the Fairmont Chamber of Commerce and CVB about the online community calendar they use. They partner with the school district, community education and city with each contributing to the cost. They control who has access and who can add items to the calendar.

Board of Directors Meeting Continued, Page 2

Motel Advisory – Nothing to report.

Sports & Recreation – Nothing to report.

City Report: The City is trying to reach a compromise on Prairie View Golf Links. City will no longer operate but working on something that will be good for everyone. Petition is being distributed for a Church on Stower Drive. Property for sale is in an industrial zone. Property was given an exception when they built but zoning ordinance has changed since then. There is still movement on mall property, with a meeting set for tomorrow with the developer.

Next Meeting: The next meeting will be held on September 30, 2015 at 3:30 P.M.

Meeting was adjourned by consensus at 3:55 p.m.

Respectfully Submitted,

Darlene Macklin, Executive Director



## **ADMINISTRATIVE SERVICES MEMO**

**DATE: NOVEMBER 5, 2015**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

### **CONSENT AGENDA CASE ITEMS**

#### **1. 2016 LICENSE RENEWAL APPLICATIONS**

The following license renewal applications have been received, including fees, required insurance, and paperwork:

##### **On-Sale Beer**

2016 - 1	Pizza Hut #2747 - 1551 N. Humiston Avenue
2016 - 2	Hickory Lodge Bar & Grill LLC - 2015 N. Humiston Avenue
2016 - 3	Fraternal Order of Eagles #3282 - 205 Oxford Street
2016 - 4	The Ground Round Grill & Bar - P.O. Box 1029/1290 Ryan's Road
2016 - 5	Worthington Country Club - 851 W. Oxford Street
2016 - 6	Ben Lee's Bros. Café - 212 Tenth Street
2016 - 7	Oxford Bowl - 325 Oxford Street
2016 - 8	Panda House - 913 Fourth Avenue
2016 - 9	Hy-Vee Market Café - 1235 Oxford Street
2016 - 10	A & T Tap - 107 12 <sup>th</sup> Street
2016 - 11	Worthington Comfort Suites - 1447 Prairie Drive
2016 - 12	Mini Market Lupita - 1906 Oxford Street

##### **Off-Sale Beer**

2016 - 1	Casey's General Store #3263 - 2021 Highway 59 N/Box 921
2016 - 2	Casey's General Store #1686 - 1704 Oxford Street
2016 - 3	Casey's General Store #2166 - 1007 Oxford Street
2016 - 4	Hy-Vee Food Store - 1235 Oxford Street
2016 - 5	Worthington Comfort Suites - 1447 Prairie Drive
2016 - 6	Fareway Store - 1028 Ryan's Road
2016 - 7	Interstate Cenex - 1710 N. Humiston Avenue
2016 - 8	Top Asian Food Store - 312 Tenth Street
2016 - 9	Food N' Fuel - 907 Diagonal Road
2016 - 10	Bob & Steve's Shell - 1408 Oxford Street
2016 - 11	Worthington Comfort Suites - 1447 Prairie Drive
2016 - 12	Mini Market Lupita - 1906 Oxford Street

Dance

2016 - 1       Hickory Lodge Bar & Grill - 2015 N. Humiston Avenue  
2016 - 2       Fraternal Order of Eagles #3282 - 205 Oxford Street  
2016 - 3       VFW Post #3958 - 1117 2<sup>nd</sup> Avenue

Pawn

2016 - 1       Pawn -It - 1730 Oxford Street

**2.     REQUEST FOR STREET CLOSURE FOR 2015 HOLIDAY PARADE**

The Retail Committee of the Worthington Area Chamber of Commerce has submitted an application for parade/street closure from 3:00 p.m. to 8:00 p.m on Friday, November 20, 2015 for the 2015 Holiday Parade. ***Exhibit 1*** is the map that shows the requested closures.

1<sup>st</sup> Avenue from 10<sup>th</sup> Street to 11<sup>th</sup> Street  
10<sup>th</sup> Street from 1<sup>st</sup> Avenue to 5<sup>th</sup> Avenue

3<sup>rd</sup> Avenue from 10<sup>th</sup> Street to Park Lane and bank drive-thru  
4<sup>th</sup> Avenue from 10<sup>th</sup> Street to Park Lane and Panda House

Amanda Walljasper-Tate has been designated as the safety officer for the event. As specified by the City's application for parade permit/street closure, the Chamber will supply a certificate of liability insurance coverage in the amount of \$1,000,000 (with the City named as additional insured) following approval by City Council.

Council action is requested to approve the application for parade/street closure

**3.     ANNUAL PTO CONVERSION OPTIONS**

Staff is requesting Council approval of adding annual PTO conversion contributions to Health Savings Account (HSA) for those employees enrolled in the HSA. Local No. 49, AFL-CIO and L.E.L.S. #4 (Law Enforcement - non supervisors) currently allow the HSA contributions through their negotiated contracts. The request would be for Council to approve the contribution option for non-aligned and L.E.L.S. Local #274 (Law Enforcement supervisors) employees. The contributions would be subject to I.R.S. annual limitation funding levels. Current year-end options include converting to cash, contributing to the employer's deferred compensation plan, to offset subsequent year health insurance premiums, convert to ESLB, purchase additional PERA life insurance and to purchase several Minnesota Benefit Association (MBA) benefits.

Council action is requested.

### **CASE ITEMS**

**1. SUMMARY OF PERFORMANCE EVALUATION OF CITY ADMINISTRATOR**

At their October 27<sup>th</sup> special meeting, Council went into closed session (pursuant to MS. § 13D.05, Subd. 3(a) to complete an annual performance evaluation of City Administrator, Steve Robinson. Under the statute, Council must then provide a summary of the performance evaluation at the next open Council meeting.

Mayor Kuhle will provide a summary of the evaluation.

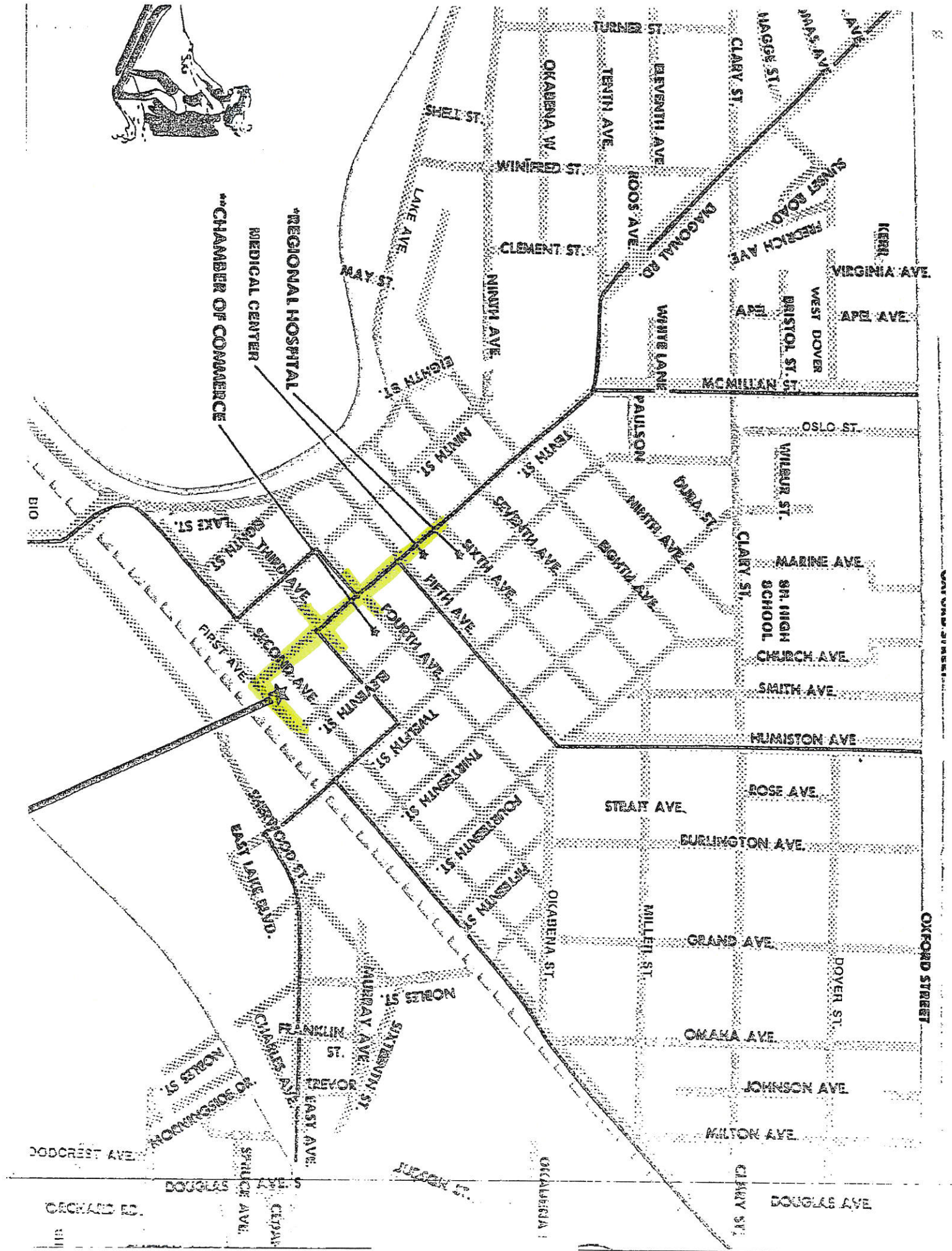
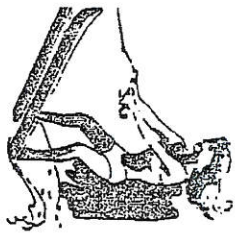


Exhibit 1

## PUBLIC SAFETY MEMO

**DATE:** NOVEMBER 6, 2015

**TO:** HONORABLE MAYOR AND CITY COUNCIL

**SUBJECT:** ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

## CASE ITEM

**1. CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING BETWEEN LAW ENFORCEMENT LABOR SERVICES, INC (LOCAL #274) AND THE CITY OF WORTHINGTON**

The City of Worthington and LELS #274 have a collective bargaining agreement effective January 1, 2015 through December 31, 2017. Both parties agree that during the drafting of the current and previous agreement, a sentence in Article 24.1 was inadvertently omitted.

The omitted portion should have included the following: *Plain clothes sergeant receives \$.37/hour for purchase of non-uniform work clothing.* The omitted language was not a topic of discussion at the most recent or the previous negotiation processes.

***Exhibit 1*** is a memorandum of understanding which will allow the current contract to be executed as expected by both LELS#274 and the City of Worthington.

Staff recommends approval. Council action is requested to adopt the proposed MOU effective retroactively to January 1, 2015 and through the remainder of the contract term.

Proposed Motion: Authorization of Memorandum of Understanding between LELS #274 and the City of Worthington.

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between the City of Worthington (hereafter "City") and Law Enforcement Labor Services, Inc., Local #274 (hereafter "Union").

**WHEREAS**, The City and the Union have a collective bargaining agreement effective January 1, 2015 through December 31, 2017. Parties agree that during the drafting of the agreement a sentence in Article 24.1 was inadvertently omitted.

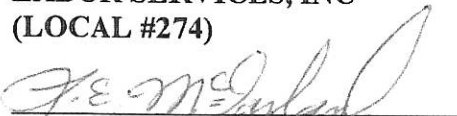
**NOW, THEREFORE**, the parties hereto understand that the following sentence should have appeared in Article 24.1 of the agreement: Plain clothes sergeant receives \$.37/hour for purchase of non-uniform work clothing


**NOW THEREFORE**, employees affected by the omission of this sentence shall be immediately reimbursed for the hourly rate retroactive to January 1, 2015 and will be made whole in every way.

This Memorandum of Understanding represents the full and complete agreement between the parties regarding this matter.

In Witness Whereof the parties have caused this memorandum of Agreement to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**FOR LAW ENFORCEMENT  
LABOR SERVICES, INC  
(LOCAL #274)**

  
Business Agent

  
Steward

  
Date

**FOR THE CITY OF WORTHINGTON**

\_\_\_\_\_  
Date



## ENGINEERING MEMO

**DATE:** NOVEMBER 5, 2015  
**TO:** HONORABLE MAYOR AND COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

### CONSENT AGENDA CASE ITEMS

#### 1. APPROVE CHANGES IN PARKING RESTRICTIONS

The Traffic and Safety Committee considered three unrelated changes in parking restrictions at its October 27, 2015 meeting. The Committee acted to recommend that Council approve the following changes:

***Implement “No Parking” restriction on the east side of Marine Avenue from Clary Street to the Marine Avenue curve.*** The current high school project has reduced the number of parking lot driveways onto Marine Avenue and therefore increased the spacing between driveways although the primary parking lot has expanded. The curb on the east side of Marine Avenue was painted yellow to indicate no parking between the driveways however it was not certain if a “no parking” restriction had been authorized or if the no parking was assumed due to the density of driveways. In order to clearly establish authorization to restrict parking along the school site the Committee was requested to consider a recommendation to Council to approve a “no parking” restriction on the school (east) side of Marine Avenue from Clary Street to the documented “no parking” restriction located through the Marine Avenue curves to Oxford Street. The Committee recommends that Council approve a “No Parking” restriction on the east side of Marine Avenue from Clary Street to the Marine Avenue curve.

***Implement “No Parking” restriction on the south side of Industrial Lane from 425 feet to 650 feet west of Rowe Avenue.*** Yourway Transportation requested that a “No Parking” restriction be implemented on Industrial Lane across from their driveways to eliminate conflicts between trucks accessing the Yourway Transportation facility and parked cars. Such conflicts were reported as requiring additional maneuvering on Industrial Lane which in turn conflicts with through traffic. The Committee recommends that Council approve a “No Parking” restriction on the south side of Industrial Lane from Bedford’s third driveway through the east Yourway Transportation driveway. The restricted segment is also described as the south side of Industrial Lane from 425 feet to 650 feet west of Rowe Avenue.

***Eliminate all signed parking restrictions on Lexington Avenue.*** The current parking restrictions on Lexington Avenue (entire length) are:

South (residence) side - No parking weekdays from 6 a.m. to 4 p.m.  
North (MnWest) side - No Parking 1 a.m. to 6 a.m.

These restrictions were implemented due to the continued parking of students on the street at the time the college was more oriented to students entering from the south. Due to age and conditions of some of the parking restriction signing, staff requested that the need for the existing restrictions be considered by the Committee. Notices were sent to the residents along Lexington Avenue informing them of Committee's meeting and intent to reconsider the need for the current parking restrictions. The residents were also informed that if the existing restrictions were removed parking would be subject to the ordinary odd-even restrictions. The Committee acted to recommend that Council authorize elimination of the existing parking restrictions. It was noted that should issues redevelop, specific restrictions to address the issues could be considered.

## **2. APPROVE STORM WATER UTILITY CREDIT ADJUSTMENT**

At its February 23, 2004 meeting, the City Council adopted policies for adjustment of the Storm Water Utility Fees as provided for in the ordinance establishing the storm water utility and approved several credits. The ordinance also establishes that credits be reviewed regularly by City staff and recommendations be provided to the Council for final action.

The construction of the pharmacy building at the Prairie Holdings Group site at 1525 - 1575 Bioscience Drive results is cause to reduce the 10.13 acre "green space" credit previously approved for the site. The area no longer eligible for the "green space" credit will be eligible for a 25% reduction in billable area due to the construction of on site storm water management facilities meeting 50% of the NPDES permit requirements. The total credit will be reduced from 11.85 to 10.11 acres increasing the net billable area from 5.17 acres to 6.91 acres.

Staff recommends that Council approve a total credit of 10.11 acres for Parcel 31-3786-567, 1525 - 1575 Bioscience Drive.

*The on site storm water management facilities only meets 50% of the permit requirements because the remaining 50% is met through use of the regional pond.*

## **CASE ITEMS**

### **1. PROPOSED 2016 SEWER SERVICE CHARGES**

The proposed 2016 Sewer Service Charge System (Sewer Rates) has been developed by staff and is scheduled to be considered by the Water and Light Commission at its November 9, 2015 meeting. The report on the sewer rates is included in Exhibit 1. The total monthly charges and changes from 2015 for various volumes of usage is best presented on page 20 (Exhibit 1- 26) of the report with changes per individual rate element detailed on page 19 (Exhibit 1- 25).



The monthly sewer charge is comprised of two components, a usage charge and a connection charge. The usage charge is to recover the cost of conveying and treating wastewater. This charge is comprised of debt service and user charges for flow and the pollutant loading parameters of Biological Oxygen Demand (BOD), Total Suspended Solids (TSS), and Total Phosphorus (TP). The usage charge is billed to non-industrial customers based on water consumption and assumed pollutant levels. The usage charge per 1,000 gallons will increase 2.8% for non-industrial users.

The “connection charge” or minimum monthly charge is to recover costs such as those for billing, collection system improvements, treating inflow and infiltration (I&I), and debt service on reserve capacity. The monthly connection charge is proposed to increase \$.06 or 0.4%.

The total revenue of \$1,982,295.05 to be generated by the 2016 rates is \$54,062.79 (2.8%) more than the \$1,928,232.26 budgeted to be generated from the 2015 rates. The increase in the amount to be added to the equipment replacement reserve accounts for \$35,201 or 65% of the required increase in revenue. An increase in the amount to be added to the equipment replacement reserve would not be required if interest earnings were at the level utilized in establishing the equipment replacement reserve schedule. The differential between the schedule’s interest rate and actual earnings on an increasing reserve balance continues to have an impact on sewer rates. The sewer fund budget does include use of \$59,000 in non-designated reserves to offset the differential between planned and actual interest earnings in order to minimize the impact on rates.

The remaining increase in revenue is attributable to variety of cost changes including those for labor.

Staff recommends that Council adopt the 2016 Sewer Service Charge System by passing the resolution in Exhibit 1 subject to the Water and Light Commission’s approval of the rates at their November 9<sup>th</sup> meeting.

## **2. APPROVE STREET LIGHTING SYSTEM BUDGET, REVENUE AND SPECIAL SERVICE CHARGE BASE RATE**

Included in Exhibit 2 is the proposed 2016 Street Lighting Fund (607) budget. The budget includes only two expenditure categories, electric utility and an operating transfer. The operating transfer is to the electric fund and covers street lighting infrastructure installation, maintenance and replacement, typically averaged over the previous 3 years. The electric utility expense is payment for power consumption based on sampled metering.

The budget proposes \$285,394 in revenue and in expenditures which is \$16,177 (6.0%) more than included in the 2015 budget. The total increase is in electric utility and is

attributed to the additional street lighting installed in recent years, particularly that associated with the Trunk Highway 59/60 project.

The sole source of fund revenue is from the special service charges billed monthly for street lighting. Council adopted Ordinance 1034 in August of 2010 establishing special charges for operation of a street lighting system. The ordinance provides for the Required Street Lighting System Revenue and Special Service Charge Base Rate to be adopted by resolution. Based on the proposed budget and the service charge rate structure established in the 2010 ordinance, the base service charge rate is calculated to be \$58.08. The monthly residential charge will therefore be \$4.84 and all other non exempt properties will be billed \$14.52 per month. The proposed rates will result in the second increase in the special service charge since they were originally adopted for billing in October of 2010. The first rate increase (4.8%) was adopted last year for the 2015 budget.

Staff recommends that Council approve the 2016 Street Lighting Fund budget and pass the resolution in Exhibit 2 establishing the Required Street Lighting System Revenue as \$285,394 and the Special Service Charge Base Rate as \$58.08. The resolution makes the rates effective for the January 2016 billing. Graphs illustrating revenue distribution and historic rates are also included in Exhibit 2.

### **3. APPROVE STORM WATER UTILITY FUND BUDGET AND GIVE FIRST READING OF AN ORDINANCE TO AMEND STORM SEWER UTILITY RATES**

Exhibit 3 includes the proposed 2016 Storm Water Utility (606) Fund budget.

The 2016 storm sewer fund budget as completed pursuant to the direction provided by Council at its November 4, 2015 meeting is included in Exhibit 3. This budget requires \$578,105 in utility operating revenue, or \$17,333 more than the 2015 budget. The change in the required operating revenue results from a variety of minor budget changes and providing for a \$22,712 increase in reserves designated for future capital improvements. The warrant for including an increase in reserves designated for future capital improvements is the identification of a number of storm sewer reconstruction projects unable to be scheduled at this time due to current revenue levels and the commitment to the County Ditch 12 flood mitigation improvements.

Should Council approve the proposed 2016 storm sewer fund budget a rate increase will need to be initiated. The rate increase required to generate the revenue is 2.5%. At its City Council adopted an ordinance establishing the City's storm water system as a utility in December of 2003. The ordinance set the annual storm water fee or rate for residential use. The annual rate is adjusted by a multiplier based on land use, multiplied by the property area, and billed in 12 monthly payments. Exhibit 3 includes the calculation of the necessary rate, distribution of revenue sources, and graphs of the rate history.

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A proposed ordinance establishing the annual fee per acre for residential at \$243.00 is also included in Exhibit 3. The current annual residential rate is \$237.00 per acre. The area of a residential lot is defined as .24 acres yielding a 2016 monthly residential charge of \$4.86 or \$.12 more than the current rate of \$4.74. The annual cost will increase \$1.44 per residential lot. The per acre rates for land uses other than residential (1 through 3 units) are as follows:

Land Use	2015 Rate/Acre	2016 Rate/Acre	Monthly Increase	Annual Increase
Commercial	\$39.70	\$40.70	\$1.00	\$12.00
Industrial	\$32.98	\$33.82	\$0.83	\$9.96
Multi Family	\$29.23	\$29.97	\$0.74	\$8.88
Institutional	\$39.70	\$40.70	\$1.00	\$12.00

The following are generic samples of the impacts of the rate changes:

Facility	2015 Monthly Bill	2016 Monthly Bill	Monthly Increase	Annual Increase
.5 Acre Commercial Site	\$19.85	\$20.35	\$0.50	\$6.00
2.5 Acre Church Site	\$99.25	\$101.75	\$2.50	\$30.00
4 Acre Commercial Site	\$158.80	\$162.80	\$4.00	\$48.00
10 Acre Industrial Site	\$329.80	\$338.20	\$8.40	\$100.80
42 Acre Industrial Site	\$1,385.16	\$1,420.44	\$35.28	\$423.36

Staff recommends that Council approve the 2016 storm sewer fund budget and give first reading to the ordinance in Exhibit 3 establishing the annual residential fee per acre at \$243.00.



2016  
SEWER SERVICE CHARGE SYSTEM

10-27-2015

Prepared by:

A handwritten signature in blue ink that reads "Dwayne Haffield". The signature is written over a horizontal line.

Dwayne Haffield, City Engineer

# SEWER SERVICE CHARGE SYSTEM CITY OF WORTHINGTON, MINNESOTA

## A. Background

The City of Worthington has renovated and upgraded its Wastewater Treatment Plant with the assistance of the Federal and State Construction Grants Program.

Current Design Data for the treatment facility are as follows:

	Flow mgd	BOD lb/day	TSS lb/day
First Year of Operation:	1.68	5995	4775
Design Year: 2017	2.75	8350	6900

## B. Development of a Sewer Service Charge System

The Sewer Service Charge System for the City of Worthington is developed in accordance with the provisions of the City's Ordinance Establishing a Sewer Charge System to insure the following:

1. Pollution Abatement in accordance with the City's NPDES Permit.
2. Allocation of OM&R costs of wastewater treatment to users in proportion to their total contribution of wastewater flows and loadings.
3. Sufficient generation of revenue to insure effective Operation, Maintenance and Replacement of the treatment works throughout its useful or design life, whichever is larger.
4. A description of how the City intends to recover its capital costs for the Treatment Works and a rate determined for that portion of such costs to be recovered as a part of the Sewer Service Charge.

## C. Adoption of the Sewer Service Charge System

The Sewer Service Charge System will be revised and adopted by resolution in accordance with Article V of the "Ordinance Establishing a Sewer Service Charge System."

PROJECTIONS  
of  
CONNECTION UNITS  
and  
FLOWS AND LOADINGS

**PROJECTION OF CONNECTION UNITS,  
FLOWS, AND LOADINGS**

The projected number of connections for the calculation of the Connection 1 rate and the number of dwelling units for determination of the Connection 2 rate are summarized on Table 1. The determination of projected flows, and BOD, TSS and TP loadings is presented below and summarized on Table 2.

**VOLUME:**

Residential sewer volumes are to be based on the metered water usage of each monthly period except for in those billing periods ending in June through September. The volume of a residential customer for the billing periods ending in June through September is to be equal to the water usage in the period or the average of their usage in the periods ending in October through May that usage occurred, whichever is less. Commercial and Public sewer volumes are to be based on the metered water usage of each month. The projected volume from residential, commercial, and public users will be 98% of their latest available metered water usage to allow for fluctuations in sewer usage. Industrial usage is projected based on information regarding the individual industry. At this time the only projected industrial usage is that of Tru Shine Truck Wash and D&H Transportation.

	Actual Monthly	98%
Residential:		
January - May, 2015	92,548,034	90,697,073
June - Sept. , 2015 (Sewer)	67,830,621	66,474,009
October - December, 2014	55,369,750	54,262,355
Total	215,748,405	211,433,437
Monthly Average	17,979,034	17,619,453
Commercial:	9,870,417	9,673,008
Governmental:	0	0
Subtotal:		27,292,461
Industrial:		2,900,000
Inflow and Infiltration:		22,812,500
TOTAL PER MONTH:		53,004,961

**BOD:**

Residential, Commercial, and Public BOD loading is to based on a 300 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	300.00	X	17.619453 =	44,084
Commercial:	8.34lb X	300.00	X	9.673008 =	24,202
Public:	8.34lb X	300.00	X	0.000000 =	0
Industrial:					<u>6,600</u>
TOTAL PER MONTH:					74,886

**TSS:**

Residential, Commercial, and Public TSS loading is to based on a 350 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	350.00	X	17.619453 =	51,431
Commercial:	8.34lb X	350.00	X	9.673008 =	28,236
Public:	8.34lb X	350.00	X	0.000000 =	0
Industrial:					<u>4,100</u>
TOTAL PER MONTH:					83,767

**TP:**

Residential, Commercial, and Public TP loading is to based on a 8 ppm concentration and the volumes projected above. Industrial usage is based on historic loadings of Tru Shine Truck Wash and D&H Transportation.

Residential:	8.34lb X	8.00	X	17.619453 =	1,176
Commercial:	8.34lb X	8.00	X	9.673008 =	645
Public:	8.34lb X	8.00	X	0.000000 =	0
Industrial:					<u>240</u>
TOTAL PER MONTH:					2,061



**TABLE 1:**  
**Sewer Users by Classification**

Classification	Number of User Connections	Number of Connection 3 Units	Difference
Residential	3600	4650	1050
Commercial	430	430	0
Industrial-SI1	2	2	0
Public-SP1	0	0	0
TOTAL	4032	5082	1050

**TABLE 2:**  
**Summary of Wastewater Flows and Loads by User Class**

CLASSIFICATION	FLOW		BOD		SUSPENDED SOLIDS		TOTAL PHOSPHORUS	
	MG/MO	MG/YR	LB/MO	LB/YR	LB/MO	LB/YR	LB/MO	LB/YR
Residential	17.6195	211.4334	44,084	529,006	51,431	617,174	1,176	14,107
Commercial	9.6730	116.0761	24,202	290,422	28,236	338,826	645	7,745
Public	0.0000	0.0000	0	0	0	0	0	0
Industry	2.9000	34.8000	6,600	79,200	4,100	49,200	240	2,880
Infiltration	22.8125	273.7500	0	0	0	0	0	0
TOTALS:	53.0050	636.0595	74,886	898,629	83,767	1,005,200	2,061	24,731

## BUDGET DISTRIBUTION

**TABLE 3**  
**2016 Sewer Disposal Fund #602 Budget Summary**

Description	49410 (All) 49515 Collection Oper & Mntc	49519 Collection I&I Program	49430 (All)* 49530 (All) Treatment Oper & Mntc	49610 Administrative & General	49640 (All) Customer Service	26000 ** Fund Equity Increases	49700 *** Fixed Assets	20000 & 47000 Debt Service	TOTAL	% of Total
Salaries & Benefits	\$170,825	\$21,320	\$409,570	\$30,920	\$31,650				\$664,285	33.51%
Supplies: chemicals for TP			\$147,500						\$147,500	7.44%
Supplies: all other	\$21,750	\$2,000	\$54,850	\$1,500	\$5,000				\$85,100	4.29%
Other Services and Charges	\$39,250	\$25,000	\$249,300	\$75,069	\$59,621				\$448,240	22.61%
Subtotal	\$231,825	\$48,320	\$861,220	\$107,489	\$96,271	\$0	\$0	\$0	\$1,345,125	67.86%
Treatment Fixed Assets Collection O&M Fixed Assets Collection System Improvements							\$0		\$0	0.00%
							\$406,430		\$406,430	0.00%
Principal (Collection) Principal (Post 87 WWTP)								\$0	\$0	0.00%
Interest (Collection) Interest (Post 87 WWTP)								\$0	\$0	0.00%
For Capital Projects For Equipment Revolving For Equipment Replacement						\$30,953 \$199,816			\$30,953 \$199,816	1.56% 10.08%
Subtotal	\$0	\$0	\$0	\$0	\$0	\$230,769	\$406,430	\$0	\$637,199	32.14%
TOTAL	\$231,825	\$48,320	\$861,220	\$107,489	\$96,271	\$230,769	\$406,430	\$0	\$1,982,324	100.00%
	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====

\* Costs exclude \$36,000 in costs for Laboratory to be financed by revenues for Laboratory Services

\* Costs exclude \$100,000 use of reserves for facilities plan

\*\* Includes \$123,048 to reserve for equipment replacement to compensate for interest earnings under 6%

\*\*\* Costs exclude \$40,000 use of reserves for treatment fixed assets

\*\*\* Costs exclude \$93,208 from ERS and \$4,792 use of reserves for collection fixed assets

\*\*\* Costs exclude \$66,640 for collection system improvements carried over from 2015.

<b>DISTRIBUTION OF ADMINISTRATIVE AND GENERAL BUDGET</b>
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The General and Administrative Budget includes costs for Workers Compensation Insurance costs that are attributable to labor required for Treatment O&M, Collection O&M, the I&I Abatement Program, Administration, and Customer Services. These insurance costs will be distributed to each of the user charge system cost categories on the basis of salary costs.

<u>Labor Attributable Cost</u>	<u>Amount</u>
49615.1151      Work Comp Insurance	\$17,500
<b>TOTAL</b>	<b>\$17,500</b>

<u>Cost Category</u>	<u>Salary Costs</u>	<u>Distribution</u>	<u>Benefits</u>
Treatment O&M	\$409,570	61.66%	\$10,790
Collection O&M	\$170,825	25.72%	\$4,500
I&I Abatement Program	\$21,320	3.21%	\$562
Customer Services	\$31,650	4.76%	\$834
<b>SUBTOTAL</b>	<b>\$633,365</b>	<b>95.35%</b>	<b>\$16,685</b>
Administration	\$30,920	4.65%	\$815
<b>TOTAL</b>	<b>\$664,285</b>	<b>100.00%</b>	<b>\$17,500</b>

The balance of the Administrative and General Budget not to be distributed to other cost categories is to be distributed between Treatment and Collection on the basis of budget costs.

Total Administrative and General Budget:	\$107,489
Labor Costs to be distributed to others:	\$16,685
Administrative and General Budget Balance:	\$90,804

Distribution of Administrative and General Budget  
Balance to Treatment and Collection

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	Budget	Additional Labor Costs	TOTAL
Treatment O&M:	\$861,220	\$10,790	\$872,010
Collection O&M:	<u>\$231,825</u>	<u>\$4,500</u>	<u>\$236,325</u>
	\$1,093,045	\$15,290	\$1,108,335
Treatment Factor:	<u>\$872,010</u>	0.787	
	\$1,108,335		
Collection Factor:	<u>\$236,325</u>	0.213	
	\$1,108,335		

Distribution to Treatment O&M

Admin & General Bdgt Balance      X Treatment factor =      \$71,442

Distribution to Collection O&M

Admin & General Bdgt Balance      X Collection factor =      \$19,362

TOTAL      \$90,804

### DISTRIBUTION OF FUND EQUITY INCREASES

Fund Equity Increases (26000) includes Equipment Revolving (26403) for vehicles used in Treatment Operations and vehicles used in Collection Maintenance. Costs for Equipment Revolving are to be distributed to Collection and Treatment per itemization in the Equipment Revolving Schedule.

#### Distribution of Equipment Revolving

To Treatment (Other charges & services):	\$8,500
To Collection Maintenance:	<u>\$22,453</u>
TOTAL	\$30,953

Fund Equity Increases also provides for the required Equipment replacement reserve for treatment plant equipment. All costs for Equipment Replacement are to be distributed to the causative elements of Flow, BOD, and TSS and to I&I (Con. 1) per Tables 7 and 9.

### DISTRIBUTION OF DEBT SERVICE COSTS

Debt Service would include any obligations incurred as a result of WWTP Treatment Facility Projects. Such costs would be recovered through the causative elements of Flow, BOD, and TSS, and I&I (Con. 1) per Tables 7 and 8 or modifications of these tables.

Debt Service would also include any Collection Improvement obligations which are to be recovered through the Connection 2 Charge. For the purpose of this report, debt service would include any fund equity increases for debt service.

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Pre 1987 Obligations:	\$0	\$0	\$0
Collection Obligations:	\$0	\$0	\$0
Post 87 WWTP Obligations:	\$0	\$0	<u>\$0</u>
Total:			\$0

Note: The 2000-01 treatment facility improvements for phosphorus removal are financed from fund reserves and did not result in an increase in debt service obligations.

**SUMMARY OF TREATMENT  
OPERATION AND MAINTENANCE COSTS**

The following Costs are to be distributed to the causative elements of Flow, BOD and TSS per Tables 4,5 and 6. The costs attributable to Inflow and infiltration are to be later distributed to Connection 1 on the basis of current annual average Inflow and Infiltration volume (.75 mgd).

<u>COST SOURCE</u>	<u>LABOR COSTS</u>	<u>TP CHEMICAL</u>	<u>OTHER COSTS</u>
O & M Budget (49430 & 49530)	\$409,570	\$147,500	\$304,150
Labor Costs from Admin & General	\$10,790		
Administrative & General (49610)			\$71,442
Fund Equity Inc. (26000)			\$8,500
Treatment Fixed Assets (49730)			\$0
<b>TOTAL</b>	<b>\$420,360</b>	<b>\$147,500</b>	<b>\$384,092</b>

**SUMMARY OF COLLECTION  
OPERATION AND MAINTENANCE COSTS**

The following costs are to be assigned to the causative element of flow. The costs attributable to Inflow and Infiltration are to be later distributed to Connection 1 on the basis of current annual average Inflow and Infiltration volume (.75 mgd)

<u>COST SOURCE</u>	<u>COST</u>
Operation Budget (49430)	\$231,825
Labor Costs from Admin & General	\$4,500
Administrative & General (49610)	\$19,362
Fund Equity Inc. (26000)	\$22,453
Collection O&M Fixed Assets (49760)	\$0
<b>TOTAL</b>	<b>\$278,140</b>

**OM&R COST ALLOCATIONS  
TO FLOW, BOD, TSS, AND INFLOW & INFILTRATION**

Costs for Operation, Maintenance, and Equipment Replacement, are to be proportionately allocated to the causative elements of Flow, BOD, TSS, TP and Inflow and Infiltration. The costs for Treatment Plant Operation and Maintenance, as previously summarized are to be allocated per tables 4,5, and 6. The costs of equipment replacement are to be allocated per tables 7 and 9. The cost for Collection O&M is to be allocated to flow. The following summarizes these allocations:

COSTS	TOTAL	FLOW	BOD	TSS	TP	I&I (con 1)
Treatment O & M	100.00% \$951,952	20.21% \$192,420	22.50% \$214,192	30.49% \$290,235	26.80% \$255,105	\$0
Equipment Repl.	100.00% \$199,816	33.19% \$66,316	30.90% \$61,735	23.00% \$45,952		12.92% \$25,813
Collection O & M	100.00% \$278,140	100.00% \$278,140				
TOTALS	\$1,429,908	\$536,876	\$275,927	\$336,187	\$255,105	\$25,813

**WWTP DEBT SERVICE COST ALLOCATIONS  
TO FLOW, BOD, TSS, AND I & I**

The Costs of post 1987 Wastewater Treatment Plant debt service is to be allocated per tables 7 and 8. There is currently no debt payments.

COSTS	TOTAL	FLOW	BOD	TSS	TP	I&I (con 1)
Debt Service	100.00% \$0	41.18% \$0	22.70% \$0	16.72% \$0	NA	19.40% \$0



**TABLE 4**  
**DISTRIBUTION OF TREATMENT PLANT O & M COSTS (EXC LABOR & TP CHEM) TO CAUSATIVE ELEMENTS**

Column 1	2	3	4	5	6	7	8	9	10	
	% of Total O & M		Distribution by item of O & M cost (excluding labor) to causative elements				Distribution of plant O & M cost (excluding labor) to causative elements			
	(Excluding Labor & TP Chemical)	Volume	BOD	TSS	TP	Volume (col 2 x col 3)	BOD (col 2 x col 4)	TSS (col 2 x col 5)	TP (col 2 x col 6)	
Wastewater Pumping	17.9%	90.0%	3.4%	3.3%	3.3%	16.11%	0.61%	0.59%	0.59%	100.0%
Preliminary Treatment	4.5%	0.0%	45.0%	50.0%	5.0%	0.00%	2.03%	2.25%	0.23%	100.0%
Sedimentation	11.3%	0.0%	32.0%	63.0%	5.0%	0.00%	3.62%	7.12%	0.57%	100.0%
Biological Treatment	4.5%	20.0%	60.0%	20.0%	0.0%	0.90%	2.70%	0.90%	0.00%	100.0%
Chlorination	9.0%	90.0%	10.0%	0.0%	0.0%	8.10%	0.90%	0.00%	0.00%	100.0%
Sludge Pumping	16.9%	8.0%	32.0%	40.0%	20.0%	1.35%	5.41%	6.76%	3.38%	100.0%
Sludge Digestion	11.2%	8.0%	32.0%	40.0%	20.0%	0.90%	3.58%	4.48%	2.24%	100.0%
Sludge Disposal	11.2%	8.0%	8.0%	64.0%	20.0%	0.90%	0.90%	7.17%	2.24%	100.0%
Laboratory	4.5%	8.0%	31.0%	31.0%	30.0%	0.36%	1.40%	1.40%	1.35%	100.0%
General	9.0%	25.0%	25.0%	25.0%	25.0%	2.25%	2.25%	2.25%	2.25%	100.0%
TOTAL	100.0%			100.0%		30.86%	23.38%	32.91%	12.84%	

**TABLE 5**  
**DISTRIBUTION OF TREATMENT PLANT LABOR COSTS TO CAUSATIVE ELEMENTS**

Column 1	2	3	4	5	6	7	8	9	10	
	% of Total Labor Costs	Distribution by item of O & M labor costs causative elements				Distribution of plant O & M labor costs causative elements				
		Volume	BOD	TSS	TP	Volume (col 2 x col 3)	BOD (col 2 x col 4)	TSS (col 2 x col 5)	TP (col 2 x col 6)	
Wastewater Pumping	8.8%	90.0%	3.4%	3.3%	3.3%	7.92%	0.30%	0.29%	0.3%	100.0%
Preliminary Treatment	4.4%	0.0%	42.0%	53.0%	5.0%	0.00%	1.85%	2.33%	0.2%	100.0%
Sedimentation	16.5%	0.0%	32.0%	63.0%	5.0%	0.00%	5.28%	10.40%	0.8%	100.0%
Biological Treatment	8.7%	20.0%	60.0%	20.0%	0.0%	1.74%	5.22%	1.74%	0.0%	100.0%
Chlorination	4.4%	90.0%	10.0%	0.0%	0.0%	3.96%	0.44%	0.00%	0.0%	100.0%
Sludge Pumping	27.6%	4.0%	32.0%	44.0%	20.0%	1.10%	8.83%	12.14%	5.5%	100.0%
Sludge Digestion	11.0%	4.0%	32.0%	44.0%	20.0%	0.44%	3.52%	4.84%	2.2%	100.0%
Sludge Disposal	5.5%	8.0%	8.0%	64.0%	20.0%	0.44%	0.44%	3.52%	1.1%	100.0%
Laboratory	8.7%	10.0%	30.0%	30.0%	30.0%	0.87%	2.61%	2.61%	2.6%	100.0%
General	4.4%	25.0%	25.0%	25.0%	25.0%	1.10%	1.10%	1.10%	1.1%	100.0%
TOTAL	100.0%			100.0%		17.57%	29.59%	38.97%	13.87%	100.00%

TABLE 6

Distribution of total treatment plant operation and maintenance costs to the causative elements

Column 1	2	3	4	5	6	7	8	9	10	11
ITEM	COST		VOLUME	Distribution of separate costs to causative elements (%)			VOLUME (3 x 4)	Distribution of total costs to causative elements (%)		
	dollars	% of total		BOD	TSS	TP		BOD (3 x 5)	TSS (3 x 6)	TP (3 x 7)
Labor costs	\$420,359.76	44.16%	17.57%	29.59%	38.97%	13.87%	7.76%	13.07%	17.21%	6.12%
TP Chemical	\$147,500.00	15.49%				100.00%				15.49%
All other costs	\$384,091.93	40.35%	30.86%	23.38%	32.91%	12.84%	12.45%	9.43%	13.28%	5.18%
TOTAL	\$951,951.69	84.51%					20.21%	22.50%	30.49%	26.80%

TABLE 7

WWTP CONSTRUCTION COSTS AND ALLOCATION TABLE

PLANT COMPONENT	CONSTRUCTION COST	EST. USEFUL LIFE	ALLOCATION				
			FLOW	TP	BOD	TSS I&I (CON 1)	
Equalization Basin	\$1,088,365	20	0.0%	--	0.0%	0.0%	100.0%
Equalization Pump Station	\$475,285	20	0.0%	--	0.0%	0.0%	100.0%
Maintenance Building	\$105,346	30	33.3%	--	33.3%	33.3%	0.0%
Control Building	\$401,051	30	33.3%	--	33.3%	33.3%	0.0%
Primary Clarifiers	\$209,322	20	80.0%	--	10.0%	10.0%	0.0%
Exstg T. Filter Pump Station	\$61,733	20	90.0%	--	5.0%	5.0%	0.0%
New T. Filter Pump Stations	\$855,485	20	90.0%	--	5.0%	5.0%	0.0%
Trickling Filter Improvements	\$1,351,588	20	40.0%	--	60.0%	0.0%	0.0%
Int/Final Clarifier Impr.	\$326,572	20	80.0%	--	10.0%	10.0%	0.0%
Chlorination System	\$75,217	20	80.0%	--	10.0%	10.0%	0.0%
Digester Complex	\$708,096	20	10.0%	--	30.0%	60.0%	0.0%
Yard Piping	\$797,152	50	90.0%	--	0.0%	10.0%	0.0%
Site Work	\$655,357	50	33.3%	--	33.3%	33.3%	0.0%
Heating/Ventilating	\$192,678	15	33.3%	--	33.3%	33.3%	0.0%
Electrical/Instrumentation	\$633,556	15	33.3%	--	33.3%	33.3%	0.0%
Sludge Vehicle	\$105,346	10	10.0%	--	30.0%	60.0%	0.0%
Sludge Lagoons	\$15,851	50	10.0%	--	30.0%	60.0%	0.0%
Subtotal	\$8,058,000		ALLOCATION BY CONSTRUCTION COSTS				
Contingencies (3%)	\$241,740	"	"	--	"	"	"
Step 2 Engineering Fees	\$560,000	"	"	--	"	"	"
Step 3 Engineering Fees	\$826,000	"	"	--	"	"	"
Interest During Construction	\$30,000	"	"	--	"	"	"
Total	\$9,715,740						

TABLE 8

WWTP CONSTRUCTION COST ALLOCATION (FOR DISTRIBUTION OF POST 87 WWTP DEBT)

PLANT COMPONENT	CONSTRUCTION COST	COST ALLOCATION			
		FLOW	BOD	TSS	I&I (CON 1)
Equalization Basin	\$1,088,365	\$0	\$0	\$0	\$1,088,365
Equalization Pump Station	\$475,285	\$0	\$0	\$0	\$475,285
Maintenance Building	\$105,346	\$35,116	\$35,115	\$35,115	\$0
Control Building	\$401,051	\$133,686	\$133,682	\$133,682	\$0
Primary Clarifiers	\$209,322	\$167,458	\$20,932	\$20,932	\$0
Exstg T. Filter Pump Station	\$61,733	\$55,560	\$3,087	\$3,087	\$0
New T. Filter Pump Stations	\$855,485	\$769,937	\$42,774	\$42,774	\$0
Trickling Filter Improvements	\$1,351,588	\$540,635	\$810,953	\$0	\$0
Int/Final Clarifier Impr.	\$326,572	\$261,258	\$32,657	\$32,657	\$0
Chlorination System	\$75,217	\$60,174	\$7,522	\$7,522	\$0
Digester Complex	\$708,096	\$70,810	\$212,429	\$424,858	\$0
Yard Piping	\$797,152	\$717,437	\$0	\$79,715	\$0
Site Work	\$655,357	\$218,457	\$218,450	\$218,450	\$0
Heating/Ventilating	\$192,678	\$64,227	\$64,225	\$64,225	\$0
Electrical/Instrumentation	\$633,556	\$211,190	\$211,183	\$211,183	\$0
Sludge Vehicle	\$105,346	\$10,535	\$31,604	\$63,208	\$0
Sludge Lagoons	\$15,851	\$1,585	\$4,755	\$9,511	\$0
Subtotal	\$8,058,000	\$3,318,062	\$1,829,369	\$1,346,919	\$1,563,650
Contingencies (3%)	\$241,740	\$99,542	\$54,881	\$40,408	\$46,910
Step 2 Engineering Fees	\$560,000	\$230,593	\$127,134	\$93,606	\$108,668
Step 3 Engineering Fees	\$826,000	\$340,124	\$187,523	\$138,068	\$160,285
Interest During Construction	\$30,000	\$12,353	\$6,811	\$5,015	\$5,821
Total	\$9,715,740	\$4,000,674	\$2,205,717	\$1,624,015	\$1,885,333
% ALLOCATION		41.18%	22.70%	16.72%	19.40%

TABLE 9

ALLOCATION OF WWTP EQUIPMENT REPLACEMENT COSTS

PLANT COMPONENT	EQUIPMENT REPLACEMENT COSTS (P. WORTH)	EQUIPMENT REPLACEMENT COSTS \$/YR	COST ALLOCATION			
			FLOW	BOD	TSS	I&I (CON 1)
Equalization Basin	\$492,000	\$8,590	\$0	\$0	\$0	\$8,590
Equalization Pump Station	\$76,000	\$1,327	\$0	\$0	\$0	\$1,327
Maintenance Building	\$0	\$0	\$0	\$0	\$0	\$0
Control Building	\$0	\$0	\$0	\$0	\$0	\$0
Primary Clarifiers	\$192,000	\$3,352	\$2,682	\$335	\$335	\$0
Exstg T. Filter Pump Station	\$14,000	\$244	\$220	\$12	\$12	\$0
New T. Filter Pump Stations	\$145,000	\$2,532	\$2,278	\$127	\$127	\$0
Trickling Filter Improvements	\$1,079,000	\$18,839	\$7,536	\$11,303	\$0	\$0
Int/Final Clarifier Impr.	\$293,000	\$5,116	\$4,093	\$512	\$512	\$0
Chlorination System	\$60,000	\$1,048	\$838	\$105	\$105	\$0
Digester Complex	\$623,000	\$10,877	\$1,088	\$3,263	\$6,526	\$0
Yard Piping	\$0	\$0	\$0	\$0	\$0	\$0
Site Work	\$0	\$0	\$0	\$0	\$0	\$0
Heating/Ventilating	\$101,000	\$3,179	\$1,060	\$1,060	\$1,060	\$0
Electrical/Instrumentation	\$479,000	\$15,076	\$5,025	\$5,025	\$5,025	\$0
Sludge Vehicle	\$105,000	\$6,588	\$659	\$1,976	\$3,953	\$0
Sludge Lagoons	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$3,659,000	\$76,768	\$25,478 33.19%	\$23,718 30.90%	\$17,655 23.00%	\$9,917 12.92%

# DETERMINATION of USAGE RATES

**DETERMINATION OF USER CHARGE**

The OM&R costs as previously allocated to FLOW, BOD, and TSS are to be divided by the projected annual flows and loadings to determine the unit rates for these causative elements.

**FLOW:**

$$\text{UNIT RATE per 1000 gal} = \frac{\$536,876}{636,059,537} \times 1000 = \$0.84407$$

**BOD:**

$$\text{UNIT RATE per pound} = \frac{\$275,927}{898,629} = \$0.30705$$

**TSS:**

$$\text{UNIT RATE per pound} = \frac{\$336,187}{1,005,200} = \$0.33445$$

**TP:**

$$\text{UNIT RATE per pound} = \frac{\$255,105}{24,731} = \$10.31500$$

<b>DETERMINATION OF DEBT SERVICE CHARGE</b>
---

The WWTP Debt Service costs as previously allocated to FLOW, BOD, and TSS are to be divided by the design annual flows and loadings to determine the unit rates for these causative elements. The WWTP Debt Service costs not recovered through the Debt Service Charge due the difference between design and projected flows and loads are to be recovered through the Connection 2 Charge. There is currently no Debt Service costs.

**FLOW:**

$$\text{UNIT RATE per 1000 gal} = \frac{\$0}{835,850,000} \times 1000 = \$0.00000$$

**BOD:**

$$\text{UNIT RATE per pound} = \frac{\$0}{2,837,875} = \$0.00000$$

**TSS:**

$$\text{UNIT RATE per pound} = \frac{\$0}{2,296,215} = \$0.00000$$

<b>WWTP DEBT SERVICE COSTS NOT RECOVERED BY DEBT SERVICE CHARGE</b>
---

**FLOW:**

$$(835850000 - 636059536.9) / 1000 \times \$0.00000 = \$0$$

**BOD:**

$$(2837875 - 898629) \times \$0.00000 = \$0$$

**TSS:**

$$(2296215 - 1005200) \times \$0.00000 = \$0$$

**TOTAL:**


---

**\$0**

**CALCULATION OF USAGE CHARGE**

The Usage Charge is the sum of both the User Charge and the Debt Service Charge.

**FLOW:**

User Charge :	\$0.84407
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per 1000 gal =	\$0.84407

**BOD:**

User Charge :	\$0.30705
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$0.30705

**TSS:**

User Charge :	\$0.33445
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$0.33445

**TP:**

User Charge :	\$10.31500
Debt Service Charge :	\$0.00000
	<hr/>
UNIT RATE per pound =	\$10.31500

**DETERMINATION OF USAGE RATE PER 1000 GALLONS  
FOR NON INDUSTRIAL BILLING**

FLOW						\$0.84407
BOD:	.001 MG X 8.34 X	300.00	=	2.5020		
	2.502 LB X		\$0.3071	=		\$0.76824
TSS:	.001 MG X 8.34 X	350.00	=	2.9190		
	2.919 LB X		\$0.3345	=		\$0.97626
TP:	.001 MG X 8.34 X	8.00	=	0.0667		
	0.06672 LB X		\$10.3150	=		\$0.68822
<b>TOTAL COST PER 1000 GALLONS:</b>						<hr/> <b>\$3.277</b>

DETERMINATION  
of  
CONNECTION CHARGES



<b>DETERMINATION OF CONNECTION CHARGE</b>
---

Connection 1 is to recover costs for billing administration, and operation and replacement costs attributable to I&I.

Connection 2 is to recover debt costs attributable to I&I.

Connection 3 is to recover costs of collection debt service, collection improvements, and any WWTP Reserve Capacity Debt Service.

The connection 1 and 2 charges are to be billed to each user of the Treatment Works.

The connection 3 charge is to be billed for each user connection to nonresidential users and for each dwelling unit to residential users. Each sewer user shall be billed a minimum of a connection 1 charge, connection 2 charge, and connection 3 charge.

A residential user with more than one dwelling unit shall be billed one connection 1 charge, one connection 2 charge, plus the number of dwelling units times the connection 3 charge.

Inflow and infiltration costs include those costs for that portion of total volume attributable to I&I multiplied by the flow user charge rate and debt service charge rate. The volume of I&I is determined to be .75 mgd or 273.75 mgd.

**TABULATION OF CONNECTION 1 COSTS:**

Customer Service & Info - 49640 (Billing Admin):				\$96,271
Customer Service Labor Costs from Admin & General:				\$834
I&I Equipment Replacement:				\$25,813
I&I contribution to flow user charge:				
	273,750 gal/1000 X	\$0.844	=	\$231,064
I&I Program:				\$48,320
I&I Program Labor Costs from Admin & General:				\$562
<b>TOTAL CONNECTION 1:</b>				<b>\$402,863</b>

**TABULATION OF CONNECTION 2 COSTS:**

I&I Debt:				\$0
I&I contribution to flow debt service charge:				
	273,750 gal/1000 X	\$0.000	=	\$0
<b>TOTAL CONNECTION 2:</b>				<b>\$0</b>

**TABULATION OF CONNECTION 3 COSTS:**

Collection Improvements (fixed assets):				\$406,430
All pre 1988 Debt Service:				\$0
Collection Debt Service:				\$0
Reserve Capacity Debt Service:				\$0
<b>TOTAL COLLECTION 3:</b>				<b>\$406,430</b>

**DETERMINATION OF CONNECTION 1 RATE:**

$$\text{Unit Rate} = \frac{\$402,863}{4032} \times \frac{1}{12} = \$8.33$$

**DETERMINATION OF CONNECTION 2 RATE:**

$$\text{Unit Rate} = \frac{\$0}{4032} \times \frac{1}{12} = \$0.00$$

**DETERMINATION OF CONNECTION 3 RATE:**

$$\text{Unit Rate} = \frac{\$406,430}{5082} \times \frac{1}{12} = \$6.66$$

<b>TOTAL MINIMUM CONNECTION CHARGE / MN:</b>	\$14.99
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<b>CHARGE FOR EACH ADDITIONAL DWELLING / MN:</b>	\$6.66
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## INFORMATION SUMMARY

# SUMMARY OF RATE CHANGES

	2011	2012	2013	2014	2015	2016	2016-15
Flow O&M Costs	\$485,934	\$490,473	\$500,719	\$497,233	\$514,994	\$536,876	4.25%
Flow O&M Units	628,864,208	632,925,740	649,660,005	644,348,369	627,734,098	636,059,537	1.33%
Flow User Rate	0.77272	0.77493	0.77074	0.77168	0.82040	0.84407	2.89%
Flow Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
Flow Debt Units	835,850,000	835,850,000	835,850,000	835,850,000	835,850,000	835,850,000	NA
Flow Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
Flow Usage Rate	\$0.77272	\$0.77493	\$0.77074	\$0.77168	\$0.82040	\$0.84407	2.89%
BOD O&M Costs	\$253,336	\$255,512	\$264,434	\$250,442	\$260,088	\$275,927	6.09%
BOD O&M Units	897,460	907,622	928,474	921,180	888,613	898,629	1.13%
BOD User Rate	0.28228	0.28152	0.28480	0.27187	0.29269	0.30705	4.91%
BOD Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
BOD Debt Units	2,837,875	2,837,875	2,837,875	2,837,875	2,837,875	2,837,875	NA
BOD Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
BOD Usage Rate	\$0.28228	\$0.28152	\$0.28480	\$0.27187	\$0.29269	\$0.30705	4.91%
TSS O&M Costs	\$305,206	\$308,800	\$316,212	\$310,502	\$321,489	\$336,187	4.57%
TSS O&M Units	1,036,836	1,048,692	1,086,220	1,063,709	1,000,715	1,005,200	0.45%
TSS User Rate	0.29436	0.29446	0.29111	0.29191	0.32126	0.33445	4.11%
TSS Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
TSS Debt Units	2,296,215	2,296,215	2,296,215	2,296,215	2,296,215	2,296,215	NA
TSS Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
TSS Usage Rate	\$0.29436	\$0.29446	\$0.29111	\$0.29191	\$0.32126	\$0.33445	4.11%
TP O&M Costs	\$260,427	\$265,055	\$265,687	\$259,571	\$252,720	\$255,105	0.94%
TP O&M Units	26,092	26,363	26,619	24,905	24,176	24,731	2.30%
TP User Rate	9.98099	10.05395	9.98100	10.42253	10.45318	10.31500	-1.32%
TP Debt Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
TP Debt Units	0	0	0	0	0	0	NA
TP Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	NA
TP Usage Rate	\$9.98099	\$10.05395	\$9.98100	\$10.42253	\$10.45318	\$10.31500	-1.32%
Nonind. Usage Rt. per 1000 gal.	\$3.004	\$3.010	\$2.999	\$2.999	\$3.188	\$3.277	2.79%
Conn. 1 Costs	\$389,310	\$386,052	\$424,049	\$381,476	\$400,665	\$402,863	0.55%
Conn. 1 Units	47,484	47,604	48,204	48,204	48,204	48,384	0.37%
Conn. 1 Rate	\$8.20	\$8.11	\$8.80	\$7.91	\$8.31	\$8.33	0.24%
Conn. 2 Costs	\$0	\$0	\$0	\$0	\$0	\$0	NA
Conn. 2 Units	47,484	47,604	48,204	48,204	48,204	48,384	NA
Conn. 2 Rate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NA
Conn. 3 Costs	\$398,830	\$424,310	\$391,040	\$397,200	\$402,770	\$406,430	0.91%
Conn. 3 Units	59,784	60,144	60,804	60,804	60,864	60,984	0.20%
Conn. 3 Rate	\$6.67	\$7.05	\$6.43	\$6.53	\$6.62	\$6.66	0.60%
Total Connection	\$14.87	\$15.16	\$15.23	\$14.44	\$14.93	\$14.99	0.40%

<b>TYPICAL BILLS</b>
----------------------

RESIDENTIAL, COMMERCIAL, AND PUBLIC:

<u>Usage</u>	<u>2015 Rate</u>	<u>2016 Rate</u>	<u>% Change</u>
2,000 gal/mnth	\$21.31	\$21.54	1.08%
3,000 gal/mnth	\$24.49	\$24.82	1.35%
3,870 gal/mnth*	\$27.27	\$27.67	1.48%
5,000 gal/mnth	\$30.87	\$31.38	1.65%
10,000 gal/mnth	\$46.81	\$47.76	2.03%
15,000 gal/mnth	\$62.75	\$64.15	2.23%
20,000 gal/mnth	\$78.69	\$80.53	2.34%
40,000 gal/mnth	\$142.45	\$146.07	2.54%
60,000 gal/mnth	\$206.21	\$211.61	2.62%

\* AVERAGE MONTHLY USAGE PER DWELLING UNIT = 3,870

<b>2016 SEWER SERVICE CHARGE SYSTEM REVENUE PROJECTIONS BY USER CLASSIFICATION</b>
--

RESIDENTIAL:	\$1,424,351.37
COMMERCIAL:	\$457,729.78
PUBLIC:	\$0.00
INDUSTRIAL:	\$100,213.90
	-----
TOTAL	\$1,982,295.05

**RESOLUTION NO. \_\_\_\_\_**  
**APPROVING CHANGES IN THE SEWER RATE SCHEDULE**

**WHEREAS**, City Ordinance Number 745 requires that the City annually reassess and, as necessary, revise the Sewer Service Charge System in use to insure the proportionality of the user charges and to insure the sufficiency of funds to maintain the capacity and performance to which the facilities were constructed, and to retire the construction debt; and

**WHEREAS**, the operational control and management of the municipal wastewater treatment and collection facilities has been transferred to the Water and Light Commission pursuant to Section 6.02 of the City of Worthington Charter; and

**WHEREAS**, under Section 6.04 of the City of Worthington Charter, the Water and Light Commission shall have the power to fix rates and charges for utility services, including such services furnished to the City, and to provide for the collection thereof subject to such ordinances as the City Council may adopt; and

**WHEREAS**, The City Engineer has prepared the 2016 Sewer Service Charge System dated October 27, 2015, establishing rates and charges for the year 2016; and

**WHEREAS**, The Water and Light Commission did, on November 9, 2015, approve the 2016 Sewer Service Charge System as prepared and recommends its adoption; and

**WHEREAS**, Chapter 51 of the City Code requires that changes in Sewer Service rates and charges be adopted by Council Resolution and published in the local newspaper.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA:**

1. That the 2016 Sewer Service Charge System, prepared by the City Engineer, and dated October 27, 2015, be hereby adopted.

2. That said Sewer Service Charge System is to be effective with the January 2016 billing period.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9<sup>th</sup> day of November, 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## CITY OF WORTHINGTON, MINNESOTA

607	STREET LIGHTING FUND		2013	2014	'15 REVISED	2015	2016
	REVENUE (30000)		ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
	PROPRIETARY OPERATING REVENUES (37000)						
	UTILITY OPERATING REVENUES (37100)						
37111- 0000	RESIDENTIAL SALES		174,998	175,175	183,675	183,520	194,790
37112- 0000	COMMERCIAL SALES		51,355	52,079	54,823	54,501	57,848
37113- 0000	INDUSTRIAL SALES		9,240	9,320	9,849	10,014	10,628
37119- 0000	INSTITUTIONAL SALES		8,308	8,300	8,535	8,372	8,886
37121- 0000	MULTI-FAMILY SALES		11,773	11,771	12,335	12,475	13,242
	TOTAL UTILITY OPERATING REVENUES		255,674	256,645	269,217	268,882	285,394
	UTILITY NON-OPERATING REVENUES (38000)						
38001- 0000	INTEREST EARNINGS		278	556	0	0	0
	TOTAL UTILITY NON-OPERATING REVENUES		278	556	0	0	0
	TOTAL REVENUES EXCLUDING TAXES		255,952	257,201	269,217	268,882	285,394
	TOTAL REVENUES BEFORE USE OF RETAINED EARNINGS		255,952	257,201	269,217	268,882	285,394
	USE OF RETAINED EARNINGS (26000)						
	USE OF UNRESERVED UNDESIGNATED RETAINED EARNINGS (26400)						
26499- 0000	UNRESERVED UNDESIGNATED RETAINED		0	0	0	10,518	0
	TOTAL USE OF RETAINED EARNINGS		0	0	0	10,518	0
	TOTAL STREET LIGHTING FUND CASH SOURCES		255,952	257,201	269,217	279,400	285,394
	EXPENDITURES (40000)						
	COMMUNITY SERVICE (43100)						
43160	STREET LIGHTING						
	OTHER SERVICES AND CHARGES						
3381	ELECTRIC UTILITIES		109,885	124,061	134,817	145,000	150,994
3439	MISCELLANEOUS		211	348	0	0	0
	TOTAL OTHER SERVICES AND CHARGES		110,096	124,409	134,817	145,000	150,994
	TOTAL STREET LIGHTING		110,096	124,409	134,817	145,000	150,994
	TOTAL EXPENDITURES BEFORE OTHER FINANCING USES		110,096	124,409	134,817	145,000	150,994
	OTHER FINANCING USES (49900)						
49910	OPERATING TRANSFERS OUT						
6729	MISC OPERATING TRANSFERS		126,000	131,800	134,400	134,400	134,400
	TOTAL EXPENDITURES BEFORE INTERFUND LIABILITIES AND INCREASE IN RETAINED EARNINGS		236,096	256,209	269,217	279,400	285,394
	INCREASE IN RETAINED EARNINGS (26000)						
	INCREASE IN UNRESERVED UNDESIGNATED RETAINED EARNINGS (26400)						
26499- 0000	UNRESERVED UNDESIGNATED RETAINED		19,856	992	0	0	0
	TOTAL INCREASE IN RETAINED EARNINGS		19,856	992	0	0	0
	TOTAL STREET LIGHTING FUND CASH USES		255,952	257,201	269,217	279,400	285,394

ADDITIONAL INFORMATION:

607- 37111-37121-0000 Represents 6.14% increase for 2016  
 49910- 6729 Transfer to Fund 604



**RESOLUTION**  
**SETTING REQUIRED STREET LIGHTING SYSTEM REVENUE**  
**AND SPECIAL SERVICE CHARGE BASE RATE**

**WHEREAS**, City Ordinance Number 1034 provides that the Required Street Lighting System Revenue and resulting Special Service Charge Base Rate shall be adopted by resolution; and

**WHEREAS**, the annual expenditures by the City of Worthington for the establishment, operation, construction, repair, replacement, maintenance, enlargement and improvement of the Street Lighting System is projected to be \$285,394; and

**WHEREAS**, no other source of revenue will be applied to fund the Street Lighting System; and

**WHEREAS**, The City Engineer has calculated that the Special Service Charge Base Rate required to fund the annual expenditures of the Street Lighting System is \$58.08.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA:**

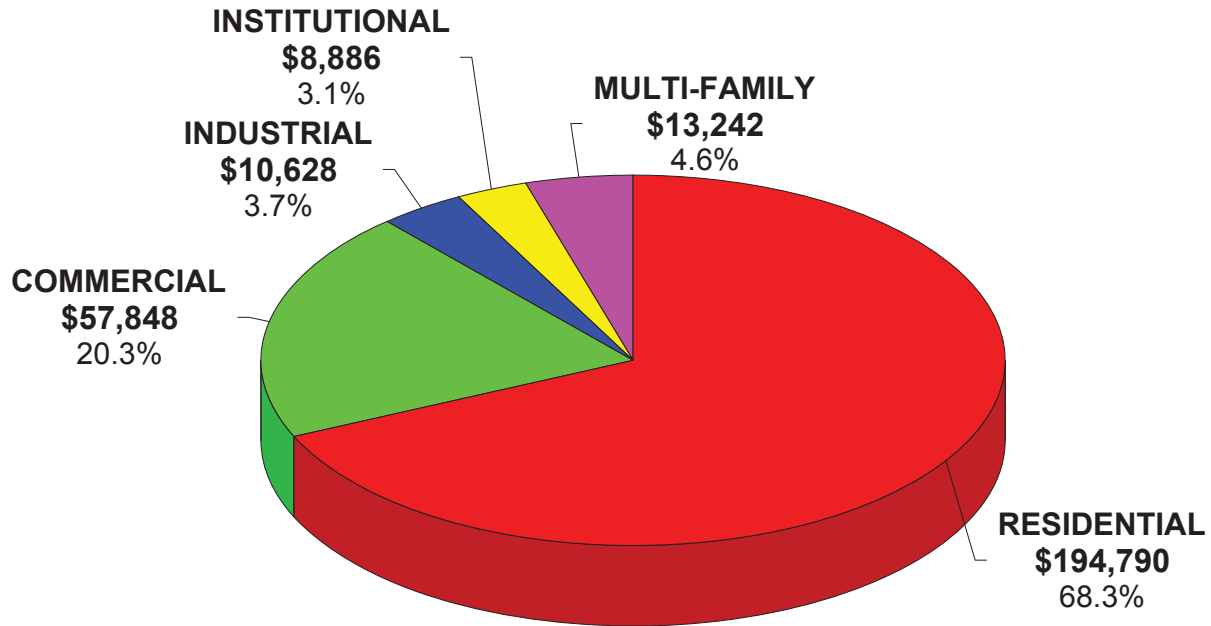
1. That the Required Street Lighting System Revenue is declared to be \$285,394.
2. That the Special Service Charge Base Rate shall be \$58.08.
3. That said Special Service Charge Base Rate is to be effective with the January 2016 billing period.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9th day of November, 2015.

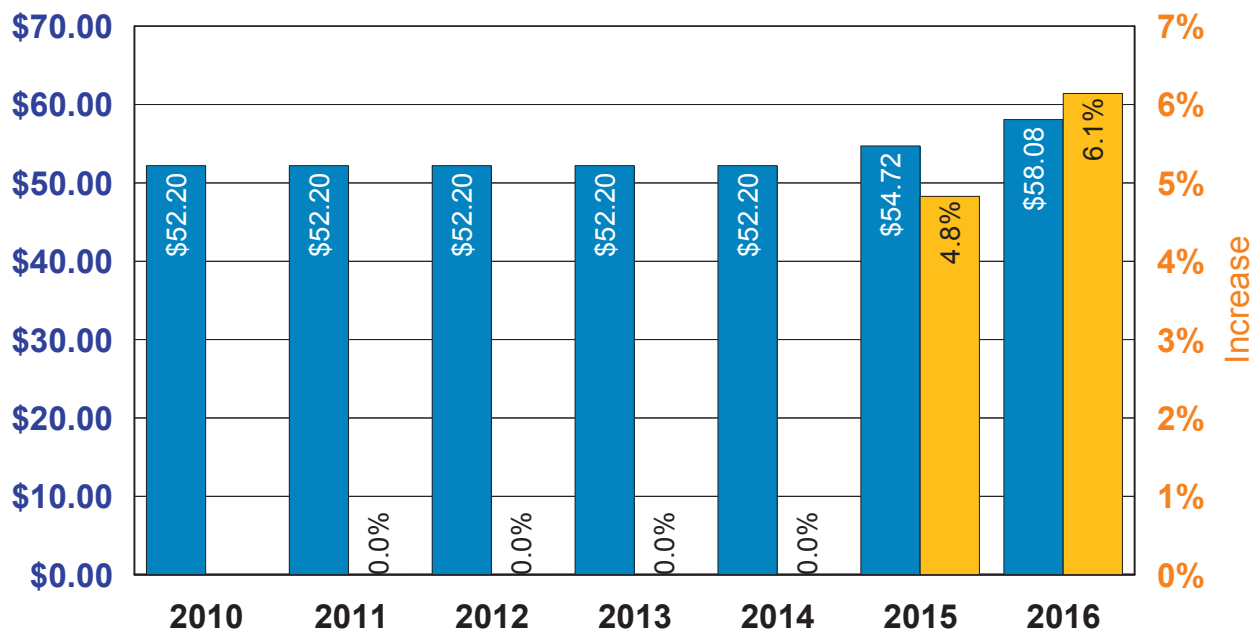
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## Street Lighting Revenue Distribution



## Annual Street Lighting Base Rate



## CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND	2013	2014	'15 REVISED	2015	2016
	REVENUE (30000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
	INTERGOVERNMENTAL REVENUES (33000)					
	FEDERAL GRANTS (33100)					
33191- 0000	OTHER FEDERAL GRANTS	0	0	0	0	2,405,250
	TOTAL FEDERAL GRANTS	0	0	0	0	2,405,250
	STATE GRANTS (33400)					
33491- 0000	OTHER STATE GRANTS	0	0	103,200	0	106,500
	TOTAL STATE GRANTS	0	0	103,200	0	106,500
	TOTAL INTERGOVERNMENTAL REVENUES	0	0	103,200	0	2,511,750
	MISC INCOME (36000)					
	SPECIAL ASSESSMENTS (36100)					
36159- 0000	SPECIAL ASSMT-MISC-PRINCIPAL	280	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	280	0	0	0	0
	PROPRIETARY OPERATING REVENUES (37000)					
	UTILITY OPERATING REVENUES (37100)					
37111- 0000	RESIDENTIAL SALES	187,700	188,259	189,617	188,580	194,650
37112- 0000	COMMERCIAL SALES	154,037	157,441	155,273	156,600	159,552
37113- 0000	INDUSTRIAL SALES	107,683	108,132	109,306	110,386	114,147
37119- 0000	INSTITUTIONAL SALES	68,127	66,520	68,292	66,563	69,468
37121- 0000	MULTI-FAMILY SALES	39,128	39,126	38,284	39,624	40,288
	TOTAL UTILITY OPERATING REVENUES	556,675	559,478	560,772	561,753	578,105
	UTILITY NON-OPERATING REVENUES (38000)					
38001- 0000	INTEREST EARNINGS	4,203	7,436	6,000	6,000	6,000
38009- 0000	OTHER NON-OPERATING	900	600	1,344	0	0
	TOTAL UTILITY NON-OPERATING REVENUES	5,103	8,036	7,344	6,000	6,000
	TOTAL REVENUES BEFORE OTHER FINANCING SOURCES	562,058	567,514	671,316	567,753	3,095,855
	OTHER FINANCING SOURCES (39000)					
	PROCEEDS FROM LONG-TERM DEBT (39300)					
39310- 0000	BOND PROCEEDS	0	0	4,529,003	0	0
	TOTAL REVENUES BEFORE USE OF EQUITY	562,058	567,514	5,200,319	567,753	3,095,855
	USE OF RETAINED EARNINGS (26000)					
	USE OF RESERVED BALANCES (26300)					
26307- 0000	EQUIPMENT REVOLVING	0	0	13,700	3,700	0
	USE OF UNRESERVED UNDESIGNATED RETAINED EARNINGS (26400)					
26499- 0000	UNRESERVED UNDESIGNATED RETAINED	0	0	0	0	0
	FROM CAPITAL RESERVE FINANCING					
	#49775 ACQUISITION OF RETENTI	0	0	225,000	0	50,000
	#49776 ST SWR OUTLET RECON (	0	0	0	0	52,980
	#49777 CHURCH AVE N OF CLARY	0	0	19,900	19,900	0
	#49779 HAGGE-DIAGONAL TO TO	0	0	16,490	155	17,490
	#49781 REINSTALL CATCH BASIN	0	0	29,950	577	30,910
	#49785 ALLEY BLK 19 PVMT REPL	0	0	15,700	0	0
	#49788 CLOMR (CONDITIONAL LE	0	0	0	8,676	0
	#49789 TOWER ST-10TH TO 11TH	0	0	0	0	6,270
	#49794 4TH AVE-LAKE ST TO 9TH	0	0	0	0	78,722
	#49795 CD 12 FLOOD MITIGATION	0	0	0	0	801,750
	TOTAL USE OF RETAINED EARNINGS	0	0	320,740	33,008	1,038,122
	TOTAL STORM WATER MANAGEMENT FUND CASH SOURCES	562,058	567,514	5,521,059	600,761	4,133,977

## ADDITIONAL INFORMATION:

606- 37111-37121 Represents 2.5% increase  
 38009- 0000 Contract sweeping, reimbursement Nobles County for County Ditch#12 maintenance per agreement (\$1,344)

## CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND	2013	2014	'15 REVISED	2015	2016
	EXPENDITURES (40000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
	STREET - COMMUNITY SERVICE (43100)					
43150	STORM DRAINAGE					
	PERSONNEL SERVICES					
1101	FULL-TIME EMPLOYEES-REGULAR	26,135	24,377	20,835	20,000	21,374
1102	EMPLOYEES-OVERTIME	470	102	946	500	1,014
1121	PERA CONTRIBUTIONS	2,440	2,115	1,634	1,700	1,679
1122	FICA CONTRIBUTIONS/MEDICARE	2,359	2,105	1,666	1,700	1,713
1131	HEALTH INSURANCE ADMIN/CLAIMS	7,764	5,664	6,125	5,000	6,780
1132	MBA INSURANCE	234	149	0	52	0
1133	LIFE INSURANCE	30	29	21	25	23
1134	LTD INSURANCE	184	193	116	100	131
1135	DEFERRED COMPENSATION	0	89	0	0	0
1151	WORKERS COMP-INS PREMIUMS	1,601	1,861	1,786	1,700	1,410
	TOTAL PERSONNEL SERVICES	41,217	36,684	33,129	30,777	34,124
	SUPPLIES					
2212	MOTOR FUELS	7,834	4,137	3,500	3,500	4,500
2219	MISC. OPERATING SUPPLIES	734	359	750	500	1,000
2221	EQUIPMENT PARTS	1,625	455	1,000	1,000	1,000
2223	BUILDING REPAIR SUPPLIES	10	4	100	0	100
2229	MISC. REPAIR AND MAINT SUPPLIES	4,154	6,736	6,000	6,000	6,000
	TOTAL SUPPLIES	14,357	11,691	11,350	11,000	12,600
	OTHER SERVICES AND CHARGES					
3301	AUDITING AND ACCOUNTING SERVICES	24,364	24,606	24,820	24,820	25,496
3307	MANAGEMENT FEES	13,946	10,396	13,598	13,598	16,940
3309	EDP, SOFTWARE & DESIGN	5,846	6,069	6,381	6,381	6,009
3319	MISC. PROFESSIONAL SERVICES	15,262	15,734	33,000	21,000	23,000
3349	MISC ADVERTISING (PROMOTION)	0	0	1,000	0	1,000
3352	GENERAL NOTICES & PUBLIC INFO	2,494	4,606	21,500	8,000	20,000
3361	GENERAL LIABILITY INSURANCE	279	275	300	250	300
3362	PROPERTY INSURANCE	19	20	20	20	30
3381	ELECTRIC UTILITIES	2,158	2,159	2,800	2,800	2,800
3403	IMPROVE OTHER THAN BUILD- REP/MAINT	1,340	2,700	4,000	4,000	4,000
3404	MACHINERY AND EQUIP - REP & MAINT	786	397	1,000	1,000	1,000
3419	MISC. RENTALS	802	0	4,000	4,000	4,000
3437	LICENSES & TAXES	4	4	500	100	100
	TOTAL OTHER SERVICES AND CHARGES	67,300	66,966	112,919	85,969	104,675
	TOTAL STORM DRAINAGE	122,874	115,341	157,398	127,746	151,399
	SANITATION - COMMUNITY SERVICE (43200)					
43220	STREET CLEANING					
	PERSONNEL SERVICES					
1101	FULL-TIME EMPLOYEES-REGULAR	15,771	18,603	38,682	30,000	34,927
1102	EMPLOYEES-OVERTIME	169	102	1,359	1,000	1,433
1103	PART-TIME/TEMPORARY EMPLOYEES	698	358	6,156	4,500	6,156
1107	OTHER WAGE REIMBURSEMENTS	(88)	0	0	0	0
1121	PERA CONTRIBUTIONS	1,130	1,356	3,003	2,325	2,727
1122	FICA CONTRIBUTIONS/MEDICARE	1,242	1,274	3,534	2,722	3,252
1131	HEALTH INSURANCE ADMIN/CLAIMS	1,082	4,287	9,102	7,167	8,259
1132	MBA INSURANCE	1,099	0	0	0	0
1133	LIFE INSURANCE	15	13	37	28	35
1134	LTD INSURANCE	78	77	216	167	214
1151	WORKERS COMP-INS PREMIUMS	3,308	3,839	4,016	2,351	2,846
	TOTAL PERSONNEL SERVICES	24,504	29,909	66,105	50,260	59,849
	SUPPLIES					
2212	MOTOR FUELS	5,992	8,588	12,000	11,000	12,000
2221	EQUIPMENT PARTS	7,940	12,760	12,000	13,000	15,000
2229	MISC. REPAIR AND MAINT SUPPLIES	0	2,429	2,000	2,000	10,000
	TOTAL SUPPLIES	13,932	23,777	26,000	26,000	37,000

CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND EXPENDITURES (40000)	2013 ACTUAL	2014 ACTUAL	'15 REVISED BUDGET	2015 PROJECTED	2016 BUDGET
43220	STREET CLEANING					
	OTHER SERVICES AND CHARGES					
3361	GENERAL LIABILITY INSURANCE	1,138	1,013	1,100	1,100	1,200
3362	PROPERTY INSURANCE	1,015	1,129	1,200	1,200	1,300
3363	AUTOMOTIVE INSURANCE	93	117	140	140	200
3381	ELECTRIC UTILITIES	213	162	400	400	400
3388	CLEANING & WASTE REMOVAL	5,508	14,901	15,000	18,000	20,000
3404	MACH & EQUIP - REPAIR & MAINT	2,009	15,485	3,500	4,000	4,000
3437	LICENSES AND TAXES	390	390	400	390	400
3444	INTEREST EXPENSE	1,647	0	0	0	0
	TOTAL OTHER SERVICES AND CHARGES	12,013	33,197	21,740	25,230	27,500
	SUBTOTAL STREET CLEANING	50,449	86,883	113,845	101,490	124,349
	CAPITAL OUTLAY (over \$5,000 ea.)					
5549	MACHINERY & EQUIP MISC.	0	5,267	3,700	3,700	0
	TOTAL CAPITAL OUTLAY	0	5,267	3,700	3,700	0
	TOTAL STREET CLEANING	50,449	92,150	117,545	105,190	124,349
49643	ADMINISTRATION (49600) CUSTOMER ACCOUNTS (49640) ACCOUNTS-CUSTOMER SERVICE & INFORMATION					
	OTHER SERVICES AND CHARGES					
3439	MISCELLANEOUS	215	189	250	250	250
	TOTAL OTHER SERVICES AND CHARGES	215	189	250	250	250
	TOTAL ACCOUNTS-CUSTOMER SERVICE & INFO	215	189	250	250	250
	TOTAL EXPENDITURES BEFORE FIXED ASSETS	173,538	207,680	275,193	233,186	275,998
	FIXED ASSETS (49700)					
49771	UNANTICIPATED YARD/STREET PROBLEMS					
1XXX	PAYROLL EXPENDITURES	292	139	0	0	0
5536	IMPROVEMENT ENGINEERING	899	493	0	3,900	0
5538	IMPROVEMENT CONSTRUCTION	6,983	25,160	0	26,350	0
5539	IMPROVEMENT MISCELLANEOUS	0	0	30,250	30,250	25,000
	TOTAL UNANTICIPATED YARD/STREET PROBLEMS	8,174	25,792	30,250	60,500	25,000
49772	CENTENNIAL PARK LIFT STATION PUMP REPLAC					
1XXX	PAYROLL EXPENDITURES	0	111	0	0	0
5536	IMPROVEMENT ENGINEERING	0	11,423	0	6,195	0
5537	IMPROVEMENT ADMINISTRATION	0	396	0	0	0
	TOTAL CENTENNIAL PARK LIFT STATION PUMP RE	0	11,930	0	6,195	0
49773	2ND AVE-15TH TO OKABENA STORM SEWER RECON					
1XXX	PAYROLL EXPENDITURES	28	48	0	0	0
5536	IMPROVEMENT ENGINEERING	220	137	0	0	0
	TOTAL 2ND AVE-15TH TO OKABENA STORM SEWE	248	185	0	0	0
49774	15TH ST-1ST TO OKABENA STORM SEWER IMPR					
5539	IMPROVEMENT MISCELLANEOUS	0	0	0	0	68,080
	TOTAL 15TH ST-1ST TO OKABENA STORM SEWER	0	0	0	0	68,080
49775	ACQUISITION OF RENTENTION AREA FOR CD 12 IMPROV					
5539	IMPROVEMENT MISCELLANEOUS	0	0	225,000	0	50,000
	TOTAL ACQUISITION OF RENTENTION AREA FOR C	0	0	225,000	0	50,000

## CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND EXPENDITURES (40000) FIXED ASSETS (49700)	2013 ACTUAL	2014 ACTUAL	'15 REVISED BUDGET	2015 PROJECTED	2016 BUDGET
49776	STORM SEWER OUTLET RECON @ 620 JAMES BLVD					
5536	IMPROVEMENT ENGINEERING	0	3,396	0	0	0
5538	IMPROVEMENT CONSTRUCTION	0	0	0	0	152,980
	TOTAL STORM SEWER OUTLET RECON @ 620 JAMES BLVD	0	3,396	0	0	152,980
49777	CHURCH AVE COMBINED					
5539	IMPROVEMENT MISCELLANEOUS	0	0	70,000	70,000	0
	TOTAL CHURCH AVE COMBINED	0	0	70,000	70,000	0
49778	TH 59 N COMMAND/IND PARK STORM WTR IMPROV					
5539	IMPROVEMENT MISCELLANEOUS	0	0	4,529,030	0	0
	TOTAL TH 59 N COMMAND/IND PARK STORM WTR	0	0	4,529,030	0	0
49779	HAGGE-DIAGONAL TO TOWER CB REPLAC					
5539	IMPROVEMENT MISCELLANEOUS	0	0	17,490	0	18,050
	TOTAL HAGGE-DIAGONAL TO TOWER CB REPLAC	0	0	17,490	0	18,050
49781	REINSTALL CATCH BASINS & LEAD ON DARLING DR					
1XXX	PAYROLL EXPENDITURES	0	0	0	157	0
5536	IMPROVEMENT ENGINEERING	0	0	0	420	0
5539	IMPROVEMENT MISCELLANEOUS	0	0	30,910	0	31,900
	TOTAL REINSTALL CATCH BASINS & LEAD ON DARLING DR	0	0	30,910	577	31,900
49782	9TH AVE-CLEMENT TO 200' W PVMT RESTORE					
1XXX	PAYROLL EXPENDITURES	0	1,018	0	19	0
5536	IMPROVEMENT ENGINEERING	0	3,172	0	52	0
5538	IMPROVEMENT CONSTRUCTION	0	53,723	0	60	0
	TOTAL 9TH AVE-CLEMENT TO 200' W PVMT RESTORE	0	57,913	0	131	0
49783	9TH AVE-CLEMENT TO 200' W STORM SWR RECON					
1XXX	PAYROLL EXPENDITURES	10	0	0	0	0
5536	IMPROVEMENT ENGINEERING	25	0	0	0	0
	TOTAL 9TH AVE-CLEMENT TO 200' W STORM SWR	35	0	0	0	0
49784	10TH AVE-TOWER TO PARK STORM SEWER RECON					
5538	IMPROVEMENT CONSTRUCTION	0	0	147,060	0	151,760
	TOTAL 10TH AVE-TOWER TO PARK STORM SEWER	0	0	147,060	0	151,760
49785	ALLEY BLK 19 PAVEMENT REPLACEMENT					
5538	IMPROVEMENT CONSTRUCTION	0	0	17,180	0	0
	TOTAL ALLEY BLK 19 PAVEMENT REPLACEMENT	0	0	17,180	0	0
49786	FRANKLIN ST-EAST TO MURRAY PVMT REPLAC					
5536	IMPROVEMENT ENGINEERING	912	0	0	0	0
5538	IMPROVEMENT CONSTRUCTION	9,056	0	0	0	0
	TOTAL FRANKLIN ST-EAST TO MURRAY PVMT REPLAC	9,968	0	0	0	0
49787	TREVOR ST-EAST AVE TO MURRAY PVMT REPL STORM IMPR					
5536	IMPROVEMENT ENGINEERING	2,385	0	0	0	0
5537	IMPROVEMENT ADMINISTRATION	98	0	0	0	0
5538	IMPROVEMENT CONSTRUCTION	27,800	0	0	0	0
	TOTAL TREVOR ST-EAST AVE TO MURRAY PVMT REPL STORM IMPR	30,283	0	0	0	0

## CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND EXPENDITURES (40000) FIXED ASSETS (49700)	2013 ACTUAL	2014 ACTUAL	'15 REVISED BUDGET	2015 PROJECTED	2016 BUDGET
49788	CLOMR PREPARATION					
5536	IMPROVEMENT ENGINEERING	0	14,975	0	1,926	0
5537	IMPROVEMENT ADMINISTRATION	0	0	0	6,750	0
	TOTAL CLOMR PREPARATION	0	14,975	0	8,676	0
49789	TOWER ST-10TH TO 11TH PVMT RESTORATION					
5536	IMPROVEMENT ENGINEERING	0	0	6,270	0	6,470
	TOTAL TOWER ST-10TH TO 11TH PVMT RESTORATION	0	0	6,270	0	6,470
49791	4TH AVE-LAKE ST TO 9TH ST STORM SEWER REPLACEMENT					
1XXX	PAYROLL EXPENDITURES	2,515	44	0	0	0
5536	IMPROVEMENT ENGINEERING	10,599	162	0	0	0
5537	IMPROVEMENT ADMINISTRATION	32	0	0	0	0
5538	IMPROVEMENT CONSTRUCTION	136,207	0	0	0	0
	TOTAL 4TH AVE-LAKE ST TO 9TH ST STORM SEWER REPLACEMENT	149,353	206	0	0	0
49792	TOWER ST-11TH ST S STORM SEWER REPLACEMENT					
1XXX	PAYROLL EXPENDITURES	771	120	0	0	0
5536	IMPROVEMENT ENGINEERING	3,071	37	0	0	0
5537	IMPROVEMENT ADMINISTRATION	0	396	0	0	0
5538	IMPROVEMENT CONSTRUCTION	34,599	7,794	0	0	0
5539	IMPROVEMENT MISCELLANEOUS	28,179	0	0	0	0
	TOTAL TOWER ST-11TH ST S STORM SEWER REPLACEMENT	66,620	8,347	0	0	0
49793	INCREASE IN RESERVE FOR CENTENNIAL PARK LIFT STATION					
5539	IMPROVEMENT ENGINEERING	0	0	50,000	50,000	0
	TOTAL INCR IN RES FOR CENTENNIAL PARK LIFT STATION	0	0	50,000	50,000	0
49794	4TH AVE-LAKE ST TO 9TH ST PAVEMENT RESTORATION					
1XXX	PAYROLL EXPENDITURES	0	0	0	1,283	0
5538	IMPROVEMENT CONSTRUCTION	0	0	80,440	435	82,900
	TOTAL 4TH AVE-LAKE ST TO 9TH ST PAVEMENT RESTORATION	0	0	80,440	1,718	82,900
49795	CD 12 FLOOD MITIGATION PHASE 1					
5539	IMPROVEMENT ENGINEERING	0	0	0	0	3,207,000
	TOTAL CD 12 FLOOD MITIGATION PHASE 1	0	0	0	0	3,207,000
49796	2ND AVE-15TH TO OKABENA PAVEMENT REPLACEMENT					
1XXX	PAYROLL EXPENDITURES	0	1,482	0	70	0
5536	IMPROVEMENT ENGINEERING	0	4,670	0	410	0
5537	IMPROVEMENT ADMINISTRATION	0	58	0	0	0
5538	IMPROVEMENT CONSTRUCTION	0	58,669	0	64	0
	TOTAL 2ND AVE-15TH TO OKABENA PVMT REPLACEMENT	0	64,879	0	544	0
49797	BLOCK 18 MH REPLACEMENT					
5539	IMPROVEMENT ENGINEERING	0	0	0	0	20,000
	TOTAL BLOCK 18 MH REPLACEMENT	0	0	0	0	20,000
	TOTAL FIXED ASSETS	264,681	187,623	5,203,630	198,341	3,814,140
	TOTAL EXPENDITURES BEFORE INTERFUND LIABILITIES AND INCREASE IN RETAINED EARNINGS	438,219	395,303	5,478,823	431,527	4,090,138
	LIABILITY PAYMENTS (20000)					
21841- 0000	PRINCIPAL-TYMCO CAPITAL LEASE	31,980	0	0	0	0

## CITY OF WORTHINGTON, MINNESOTA

606	STORM WATER MANAGEMENT FUND EXPENDITURES (40000)	2013 ACTUAL	2014 ACTUAL	'15 REVISED BUDGET	2015 PROJECTED	2016 BUDGET
	INCREASE IN RETAINED EARNINGS (26000)					
	INCREASE IN RESERVED BALANCES (26300)					
26307- 0000	EQUIPMENT REVOLVING	10,463	14,963	10,863	10,863	21,127
26322- 0000	CAPITAL PROJECTS	0	0	31,373	158,371	22,712
	INCREASE IN UNRESERVED UNDESIGNATED RETAINED EARNINGS (26400)					
26499- 0000	UNRESERVED UNDESIGNATED RETAINED	81,396	157,248	0	0	0
	TOTAL INCREASE IN RETAINED EARNINGS	91,859	172,211	42,236	169,234	43,839
	TOTAL STORM WATER MANAGEMENT FUND CASH USES	562,058	567,514	5,521,059	600,761	4,133,977

ADDITIONAL INFORMATION:

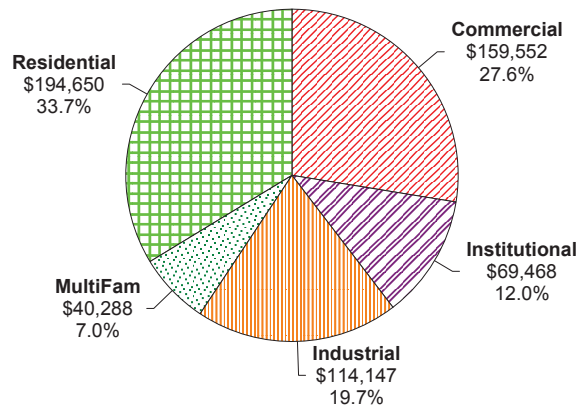
606- 43150- 1101	The Regular Employee Hours are as follows: 124 hrs Street Supervisor 804 hrs Public Works Operators 104 hrs WWTP Operators
1102	25 Hours - various operator hours.
2212	Gas, oil, grease, pumping during high water conditions, etc. Fuel for vac-all cleaning catch basins.
2219	Miscellaneous items such as batteries, flashers, smoke bombs, spray weeds at storm ponds, etc.
2221	Repairs to storm sewer lift stations, repairs to vac-all 33%.
2223	Lift station doors, locks, bulbs, electrical, etc.
2229	Castings, cement, block, tile, miscellaneous sand, lumber, concrete, blacktop repair of catch basins, etc.
3301	Fund 702 - \$2,386 and Utilities - \$22,434 (4% of revenues rounded)
3307	Allocation of Superintendent of Public Works \$5,527 and Engineering \$11,413
3319	Contractor Cleaning, Televising, professional services NPDES Storm Water Permit, Whiskey Ditch SWIF
3349	Publication in Worthington Daily Globe "Do not put grass clippings" ad - May through September \$190 x 5=\$950
3352	Costs for public education and outreach activities
3381	Electric utility for operation, Tower Street lift-dependent on rainfall
3403	Outside labor used in maintenance of catch basins or tile replacement
3404	Labor to repair lift station pump/vac all
3419	Rental of equipment such as backhoe, end loader, hydra hammer, etc.
3437	Miscellaneous permits
43220- 1101	The Regular Employee hours are as follows: 36 hrs Street Supervisor 1,572 hrs Public Works Operator
1102	40 Hours x 1.5
1103	400 Hours - two temporary employees
2212	Fuel for sweeper, flusher, truck
2221	Main brooms, gutter brooms, bearings, strip brush, runners, parts for sweeper and flusher trucks
2229	New motor & pump for #423 flusher truck
3381	Electric utility for operation of Liberty Drive water fill stand
3388	Street sweeping disposal-haul to Nobles County Landfill (1,000 yards)
3404	Outside labor on flusher and sweeper
3437	Permits, etc.
21841- 0000	Lease to purchase regenerative air sweeper-Sixth payment of six beginning June 2008.



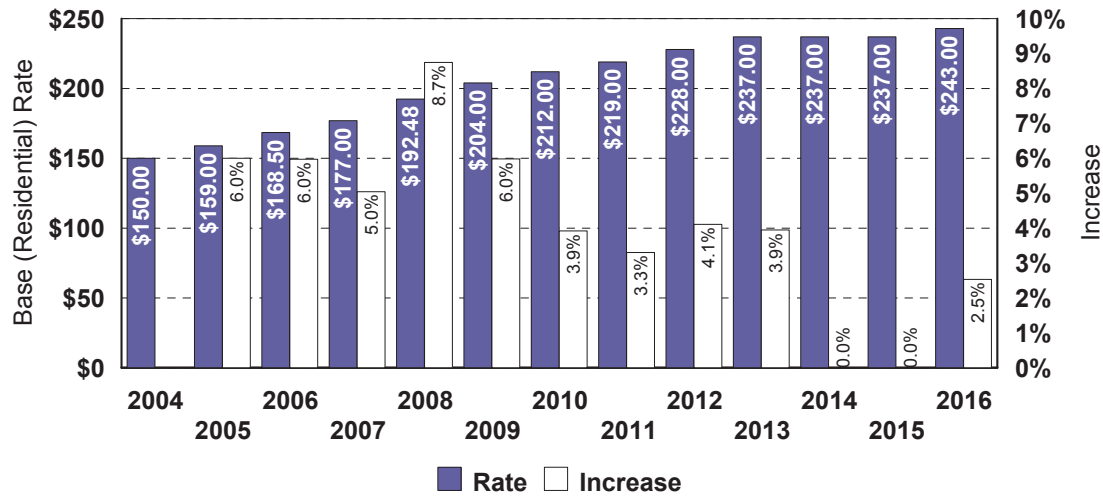
## PROPOSED 2016 STORM WATER UTILITY RATES

USE	AREA	FACTOR	UNITS
Comm	326.68	2.01	656.63
Inst	142.24	2.01	285.89
Ind	281.34	1.67	469.84
MultiF	112.02	1.48	165.79
Res	801.03	1.00	801.03
Total Units			2379.20
Budget			<b>\$578,105</b>
Calculated Rate			\$242.98
<b>Proposed Rate</b>			<b>\$243.00</b>

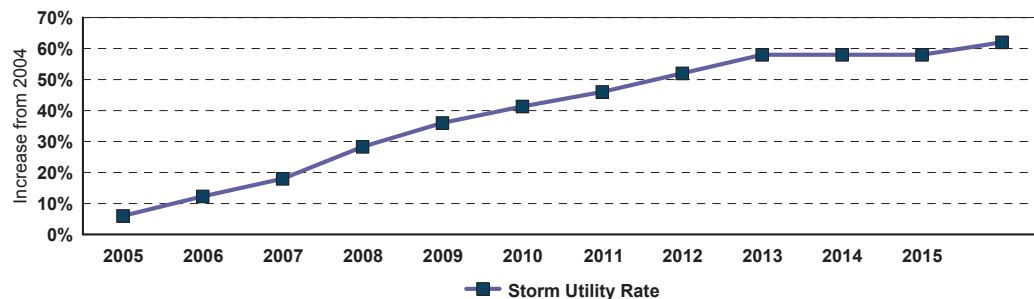
### Revenue Distribution



### Annual Rates



### Accumulative Increase



**AN ORDINANCE RELATING TO STORM WATER UTILITY RATES**

The City Council of the City of Worthington, do ordain:

**SECTION I.**

Worthington City Code, Title V, Chapter 54, Section 54.04 (C), is hereby amended and shall read as follows:

(C) The annual fee per acre for residential is \$243.00.

**SECTION II.**

This ordinance shall take effect January 1, 2016.

Passed by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of December, 2015.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: NOVEMBER 5, 2015**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1. FIRST READING - CHANGE OF ZONE - 500 STOWER DRIVE**

Lori Klooster is seeking a change of zone for property her company, Living Life Adult Day Care Center LLC, owns at 500 Stower Drive from its current "M-2" - General Manufacturing designation to "M-1" - Light Manufacturing (Exhibit 1A). The legal description of the subject property is as follows:

That part of Lot 7 of the Auditor's Outlots 1 to 12, inclusive in the South Half of the Southwest Quarter of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows: Commencing at the northwest corner of said Lot 7 of Auditor's Outlots 1 to 12, inclusive, according to the recorded plat thereof; thence on an assumed bearing of North 90 degrees 00 minutes 00 seconds East, along the north line of Lot 7, also being the north line of a tract as recorded in Document No. 219705, a distance of 100.62 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East, along said north line, a distance of 300.00 feet to the northeast corner of said tract; thence South 0 degrees 00 minutes 00 seconds West, along the east line of said tract, a distance of 200.00 feet to an iron monument; thence South 90 degrees 00 minutes 00 seconds West a distance of 200.00 feet to an iron monument; thence North 26 degrees 33 minutes 54 seconds West a distance of 223.61 feet to the point of beginning.

The Planning Commission considered the requested change of zone at its November 3, 2015 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council deny the requested change due to its conflict with the zoning actions taken in 2014 and the City's Comprehensive Plan. The Commission's recommendation was based on the following considerations:

1. The subject property, approximately 1.15 acres in size, is located in an area that has been developed independently of one another sporadically over the past 60 years. The results of the unorganized development has resulted in a mixture of various land uses that do not comply with current zoning regulations and have the ability to be disharmonious with the other land uses, which has led to the lack of continued investment to several of these properties. Existing land uses include adult day care, public space, automotive sales/repair, bus garage, office, utility station, and various manufacturing operations (agricultural, cement block and other).

In 2013-2014, the City studied the land use activities in this area, which is bounded by Oxford Street, Rowe Avenue, Stower Drive, and McMillan Street. The Planning Commission and City Council concluded that there were changes that needed to be made on the regulatory side to encourage reinvestment in the target area. Utilizing the City's Comprehensive Plan & Zoning Ordinance and reviewing current land uses, the City rezoned the M-1 - Light Manufacturing properties abutting Oxford Street and

McMillan Street to B-3 - General Business and the remaining M-1 properties to be rezoned M-2 - General Manufacturing to mirror the industrial activities to the immediate west. Exhibit 1B contains a copy of the adopted Ordinance and a reference map for the Commission's use/reference. This action converted the current business on the subject property from being permitted by special use to legally non-conforming or "grandfathered". The new "grandfathered" status permits the existing land use to continue but does not allow such to be enlarged, extended, or occupy more space than it was at the time of the establishment of the non-conformity. In the event a "grandfathered" use is discontinued for 12 consecutive months, any use thereafter must be permitted or permitted by special use in the zoning district.

While the application does not include an explanation from the applicant on the reason or purpose of the request, staff is of the opinion that the applicant is seeking to have the subject property rezoned back to "M-1" to make the property marketable to a greater number of land uses.

2. The Comprehensive Plan is a tool that is used to guide the growth, redevelopment and improvements in Worthington. Included in the Plan is a Land Use Map. This map describes the use of property and enforces land use patterns, identifies places where change is needed and sets the form and location for future growth. A copy of the Land Use Map is provided in Exhibit 1C. According to the said Map, the subject area is slated for General Industrial development with "big box" commercial potential due to its proximity to other "big box" retailers. It is staff's opinion that the "big box" retail opportunity within the subject area lies along the eastern portion of the Nobles County Fairgrounds provided it obtained egress/ingress rights to Ryan's Road. The remainder of the "flex" area doesn't possess the characteristics necessary for "big box" retail. The Plan and Map were utilized by the Commission and City Council to assist with the 2014 zoning actions for the subject property (See Consideration #1).
3. The general purpose of industrial zoning districts is to "provide suitable space and locations for light and heavy manufacturing, processing, major repair, salvage, bulk storage, warehousing, wholesaling, distribution, energy generation, and waste disposal." Ordinarily, these areas have few pedestrian movements and a large amount of truck and trailer traffic. It is common for land uses in industrial districts to emit various levels of noise, smoke, odor, vibration, etc. Exhibit 1D contains a copy of the Schedule of Land Uses, which outlines the land uses that are permitted, permitted by Special Use, or not allowed in each of the City's 19 zoning districts. As can be seen in this Exhibit, there are several land uses that are permitted or permitted by special use in the M-1 district that are not allowed in the M-2 district as it has been determined that such land uses in the M-2 district are not harmonious with the district's purpose and intent.
4. Approval of the change of zone would be considered spot zoning. While not illegal, spot zoning is considered a poor planning practice and is commonly defined as the rezoning of a lot or parcel of land that would benefit the property owner for a land use(s) that would be incompatible with surrounding land uses and does not further the Comprehensive Plan. Exhibit 1E contains excerpts from various publications regarding

spot zoning for the Commission's use and reference.

Should Council concur with the Planning Commission's recommendation it may do so by denying the first reading of the proposed ordinance shown in Exhibit XX. Please note that any motion to approve the request will require a 2/3rd Council vote per Title XV, Section 155.223 of the City Code.

## **2. SMALL CITIES DEVELOPMENT PROGRAM GRANT ADJUSTMENT REQUEST**

In 2013, the City of Worthington was awarded \$596,477 of Small Cities Development Program (SCDP) funds through the Minnesota Department of Employment & Economic Development (DEED) for the rehabilitation of residential properties in the target area bounded by Oxford Street, Humiston Avenue, Okabena Street and 1<sup>st</sup> Avenue. The two year program was intended to provide approximately 29 forgivable loans to qualified homeowners and landlords to do needed improvements to the housing unit. With the grant deadline approaching and after numerous attempts to reach out to target area property owners, the program has only generated 19 loans and has \$217,518 remaining uncommitted.

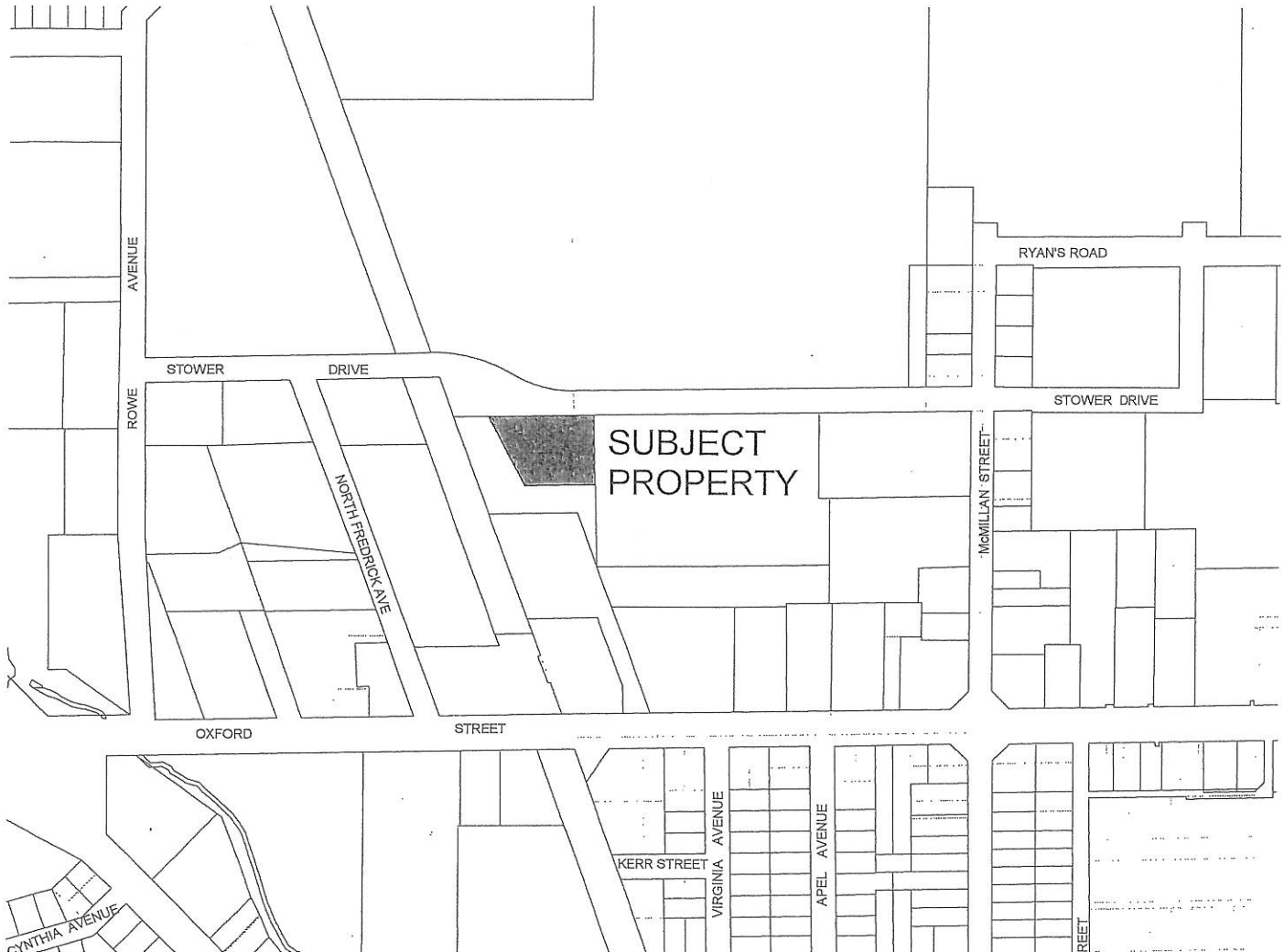
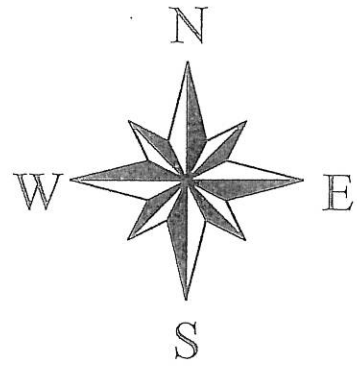
Fearful that the funds would go unused and with demonstrated housing needs outside the target area, the SWMHP and City staff approached DEED representatives about a grant adjustment. After several conversations, DEED has agreed to consider a grant adjustment request to allow the funds to be used for the rehabilitation of an existing multi-family housing complex. After reaching out to landlords of rental housing complexes of 8 units or more and gauging their interest, SWMHP and staff are prepared to move forward with the Grant Adjustment Request, which is provided in Exhibit 2. If approved by DEED, the grant period would be extended to September 30, 2016 and the uncommitted funds would be made available on a first come first serve basis to the first eligible landlord that properly completes a qualifying application and provides proof that he/she has the 30% matching funds available.

To assure the funds are spent in Worthington and the use of such funds improves the health and safety of the existing housing stock, staff is requesting Council authorize the Mayor to execute the Grant Adjustment Request shown in Exhibit 2.

Council action is requested.

GRAY

# 500 STOWER DRIVE



THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY.  
IN CASE OF A CONFLICT OR DISCREPANCY BETWEEN THIS MAP  
AND THE LEGAL DESCRIPTION OF THE SUBJECT PROPERTY,  
THE LEGAL DESCRIPTION SHALL GOVERN.

CITY OF WORTHINGTON  
PLANNING COMMISSION  
NOTICE OF PUBLIC HEARING

---

The City of Worthington Planning Commission will hold a public hearing on Tuesday, November 3, 2015, for the purpose of considering the following business:

- **Change of Zone** - Lori Klooster is seeking a change of zone for property her company, Living Life Day Center, owns at 500 Stower Drive from its current "M-2" - General Manufacturing designation to "M-1" - Light Manufacturing. The legal description of the subject property is as follows:

That part of Lot 7 of the Auditor's Outlots 1 to 12, inclusive in the South Half of the Southwest Quarter of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows: Commencing at the northwest corner of said Lot 7 of Auditor's Outlots 1 to 12, inclusive, according to the recorded plat thereof; thence on an assumed bearing of North 90 degrees 00 minutes 00 seconds East, along the north line of Lot 7, also being the north line of a tract as recorded in Document No. 219705, a distance of 100.62 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East, along said north line, a distance of 300.00 feet to the northeast corner of said tract; thence South 0 degrees 00 minutes 00 seconds West, along the east line of said tract, a distance of 200.00 feet to an iron monument; thence South 90 degrees 00 minutes 00 seconds West a distance of 200.00 feet to an iron monument; thence North 26 degrees 33 minutes 54 seconds West a distance of 223.61 feet to the point of beginning.

The public hearing will be held in the City Council Chambers, at City Hall, 303 Ninth St., Worthington, Minnesota, at 7:00 P.M. on Tuesday, November 3<sup>rd</sup>, 2015. At the hearing, the Planning Commission will hear staff's report and public testimony and may take action. All interested persons are invited to attend and be heard. Those unable to attend are invited to send written comments, prior to the hearing, to: Community Development Department, City of Worthington, P.O. Box 279, Worthington, Minnesota 56187.

Bradley Chapulis, Director of Community / Economic Development, 372-8640



## CITY OF WORTHINGTON PLANNING AND ZONING

### APPLICATION FORM

Note to applicant: This is a comprehensive application form. You only need to complete those items related to your type of development. All items must be completed prior to acceptance of the application.

NAME OF APPLICANT Lori Klooster PHONE 507-343-5433  
 ADDRESS 500 Stower Dr. CITY Worthington STATE MN ZIP 56187  
 LEGAL DESCRIPTION OF THE PROPERTY see attached.

BRIEF DESCRIPTION OF REQUEST That the property described on the attached exhibit be rezoned to the designation M-1.

(attach additional sheets if necessary)

TYPE OF APPLICATION		FEE	REQUIRED SUBMITTALS (See reverse side.)
PRELIMINARY PLAT	_____	\$150 +\$2 PER LOT	3
REZONING	<u>X</u>	\$200 +\$1 PER ACRE*	1
ZONING TEXT CHANGE	_____	\$200*	7
SPECIAL USE PERMIT	_____	\$200*	4
VACATION OF PUBLIC WAY	_____	\$75*	5
PLANNED UNIT DEVELOPMENT	_____	\$350*	1,3,4
AMENDED P.U.D.	_____	\$150*	1,3,4
VARIANCE	_____	\$200*	2,4
ADMINISTRATIVE APPEAL	_____	\$30	6
APPEAL	_____	\$30	6
VACATE EASEMENT NON-PLATTED	_____	\$25*	8
VACATE EASEMENT PLATTED	_____	\$100*	8

\*Subject to an additional recording fee if approved. (\$46.00 plus \$1.00 per page over 15)

I hereby certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Lori Klooster  
 Applicant's Name (Please Print)

Lori Klooster  
 Owner's Name (Please Print)

Lori Klooster  
 Applicant's Signature

Lori Klooster  
 Owner's Signature

(the following items will be completed by City staff)

DATE FILED 10/17/15 FEE PAID \$ 201 RECEIPT NO. 2221 PARCEL NO. \_\_\_\_\_

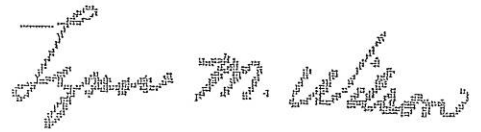


## Exhibit A

That part of Lot 7 of the Auditor's Outlots 1 to 12, inclusive in the S½ SW¼ of Section 14, Township 102, Range 40, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the Northwest Corner of said Lot 7 of Auditor's Outlots 1 to 12, inclusive, according to the recorded plat thereof; thence on an assumed bearing of North 90°00'00" East, along the North line of Lot 7, also being the North line of a tract as recorded in Document No. 219705, a distance of 100.62 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 90°00'00" East, along said North line, a distance of 300.00 feet to the Northeast Corner of said tract; thence South 0°00'00" West, along the East line of said tract, a distance of 200.00 feet to an iron monument; thence South 90°00'00" West a distance of 200.00 feet to an iron monument; thence North 26°33'54" West a distance of 223.61 feet to the point of beginning.

DOCUMENT NUMBER A 342675  
Classified, Filed and or Recorded on  
March 18, 2014 8:00 AM



NOBLES COUNTY RECORDER  
LYNN N. WILSON  
507-295-5268  
Fee Amount: \$46.00  
Pages: 3

## ORDINANCE NO. 1078

### AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM "M-1" (LIGHT MANUFACTURING) TO "B-3" (GENERAL BUSINESS) AND "M-2" (GENERAL MANUFACTURING)

The City Council of the City of Worthington, Do Ordain:

#### Section I.

In order to better protect and enhance public health, safety and general welfare, the Worthington City Council hereby finds that it is necessary to modify the zoning district designation of certain areas of the City of Worthington from "M-1" - Light Manufacturing to "B-3" - General Business and "M-2" - General Manufacturing.

#### Section II.

The following legally described area, presently included in the "M-1" district, shall henceforth be included in the "B-3" district:

Block 1, Prins Addition; Outlot 2 of the Auditor's Plat of Outlots 1-12, Section 14 T102N R40W; the southerly 334.35 feet of Outlot 1 of the Auditor's Plat of Outlots 1-12, Section 14, T102N, R40W; the southerly 230 feet of the former railroad right-of-way lying north of Oxford Street in the South 1/2 of the Southwest 1/4 Section 14, T102N, R40W; and the southerly 263.3 feet of that part of the South 1/2 of the Southwest 1/4 of Section 14, T102N, R40W lying west of the former railroad right-of-way and east of North Frederick Avenue except that part currently zoned B3; all in Nobles County, Minnesota.

The following legally described area, presently included in the "M-1" district, shall henceforth be included in the "M-2" district:

That part of the Southwest 1/4 Section 14, T102N, R40W, Nobles County, Minnesota lying south of Stower Drive, north of Oxford Street, east of Rowe Avenue and west of McMillan Street except those parts currently zoned B3 and except that part proposed to be rezoned to B3 as described above

#### Section III.

The Official Zoning Map of the City of Worthington shall be amended to reflect the changes ordained in Section II of this Ordinance.

#### Section IV.

The City Clerk is hereby directed to file a certified copy of this ordinance in the office of the Recorder in and for the County of Nobles, State of Minnesota.

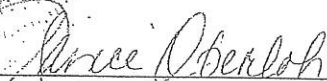
#### Section V.

Passed and adopted by the City Council of the City of Worthington, Minnesota, this 12<sup>th</sup> day of March, 2014.

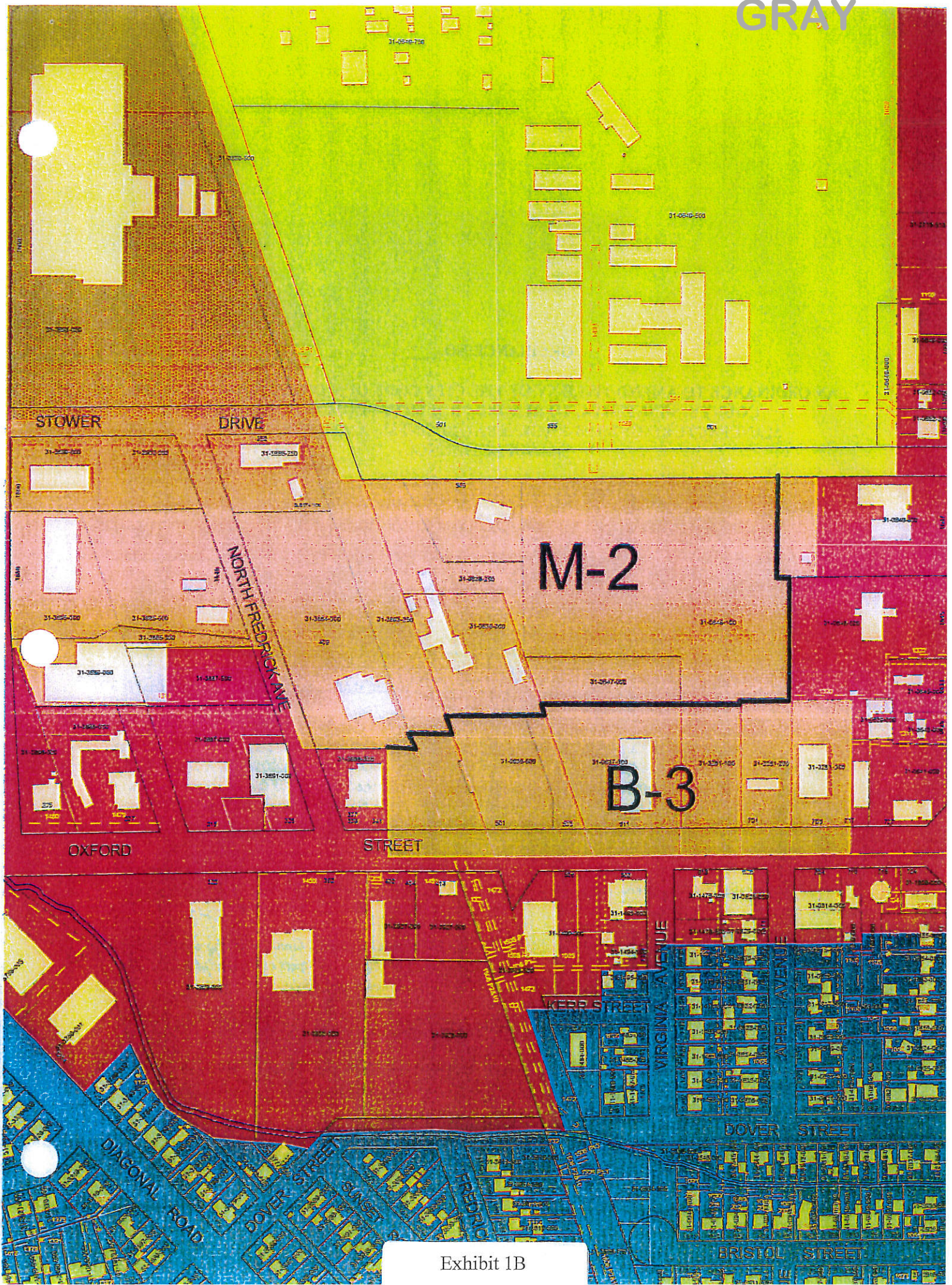
(SEAL)

  
Alan Oberloh, Mayor

Attest:

  
Janice Oberloh, City Clerk







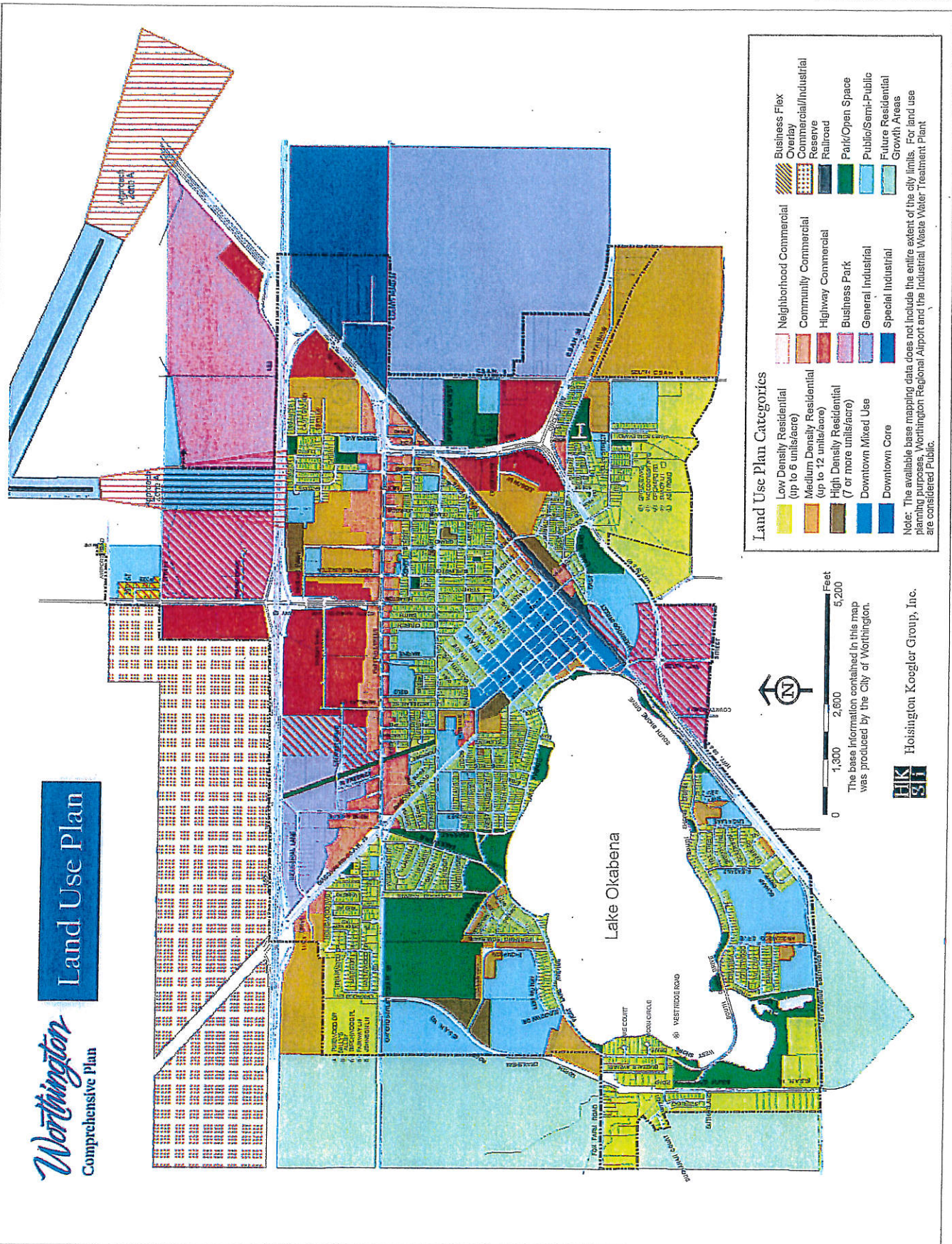


Figure 2-4  
Land Use Plan



APPENDIX E: TABLE 5. SCHEDULE OF USE REGULATIONS

SCHEDULE OF USE REGULATIONS																	KEY: P - Permitted Use S - Special Development A - Accessory Use			
RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER						
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L			
A. Single Family	P	P	P	P	S	S	P	P	S	—	—	—	—	S	—	P	—			
B. Townhouse	S	P	P	P	P	—	—	S	—	—	—	—	—	S	—	S	—			
C. Two family	S	P	P	P	S	—	—	S	—	—	—	—	—	—	—	S	—			
D. Multi-family	S	S	S	P	P	—	—	—	S	—	—	—	—	—	—	—	—			
E. Mobile Homes	—	—	—	—	—	P	—	—	—	—	—	—	—	—	—	—	—			
Home Occupations	A	A	A	A	A	A	A	A	A	—	—	—	—	A	—	A	—			
Boarding Houses	—	—	S	S	S	—	—	S	S	—	—	—	—	S	—	—	—			
Guest Home	—	—	—	S	S	—	—	—	S	S	—	—	—	S	—	—	—			
Fraternity & Sorority Houses	—	—	—	S	P	—	—	—	S	—	—	—	—	S	—	—	—			
Child Care	S	S	S	S	P	S	S	S	S	S	S	S	—	S	—	—	—			
Convalescent, Nursing and Rest Homes	—	—	S	S	S	—	—	—	S	—	—	—	—	S	—	—	—			
Hospitals	—	—	S	S	S	—	S	—	S	—	—	—	—	P	—	—	—			
M. Motels	—	—	—	S	S	—	—	—	P	P	S	—	—	S	—	—	—			
N. Seasonal Residential	—	—	—	—	—	—	—	—	—	—	—	—	—	—	S	S	—			
O. Clubs	—	—	S	S	P	—	—	S	P	P	S	—	—	—	—	—	—			
P. Civic	S	P	P	P	P	P	P	S	P	S	S	—	—	S	S	—	—			
Q. Public Service	—	—	—	—	—	—	—	—	S	S	—	S	P	—	—	S	—			
R. Utility Stations	P	P	P	P	S	P	P	S	S	P	S	P	P	S	S	S	—			
S. Recreational: <sup>1</sup>	P	P	P	P	S	S	P	S	—	S	S	S	—	—	P	—	—			
T. Recreational: <sup>2</sup>	S	P	P	P	S	P	P	—	—	S	S	S	S	S	P	S	—			

SCHEDULE OF USE REGULATIONS																	KEY: P - Permitted Use S - Special Development A - Accessory Use			
RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL			OTHER					
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L			
U. Public Institutional and Cultural	S	S	S	P	P	S	S	S	S	S	S	S	—	P	S	S	—			
V. Major Educational	—	—	—	S	S	S	—	—	S	S	S	—	—	P	—	—	—			
W. Agricultural	—	—	—	—	—	—	—	S	—	P	P	P	P	P	S	P	—			
X. Greenhouse	—	—	—	S	—	—	—	S	S	S	S	S	S	S	—	S	—			
Y. Cemetery	—	S	—	S	—	—	S	—	—	—	—	S	—	—	—	P	—			
Z. Parking Lots	S	S	S	S	P	S	S	P	P	P	P	P	P	P	S	S	—			
FOOTNOTES:																				
1. Public and quasi-public																				
2. Private																				
3. Temporary Occupancy																				

FOOTNOTES:

1. Public and quasi-public
2. Private
3. Temporary Occupancy

Worthington - Land Usage

SCHEDULE OF USE REGULATIONS																			
NON-RESIDENTIAL USE GROUPS		RESIDENTIAL										BUSINESS				INDUSTRIAL		OTHER	
		R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L	
A. Daily Retail		-	-	-	S	S	-	-	P	P	P	P	S	-	S	-	-	-	
B. Convenience Goods		-	-	-	-	S	-	-	P	P	P	P	-	-	-	-	-	-	
C. Shopper Common Goods		-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	
D. Shopper Occasional Goods		-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	
E. Home Furnishings		-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	
F. Restaurants		-	-	-	-	S	-	-	-	P	P	P	S	-	S	-	-	-	
G. Restaurants (Drive-In)		-	-	-	-	-	-	-	-	-	S	S	S	-	-	-	-	-	
H. Entertainment (Public)		-	-	-	-	-	-	-	-	P	S	S	S	-	-	-	-	-	
I. Open Air Recreation		-	-	-	-	-	-	-	-	-	P	S	S	-	-	-	-	-	
J. Daily Services		-	-	-	-	S	-	-	P	P	P	P	S	-	S	-	-	-	
K. Office Services		-	-	-	-	-	-	-	P	P	P	P	S	-	S	-	-	-	
L. Medical Services		-	-	-	-	S	-	-	-	P	P	P	-	-	P	-	-	-	
M. Household Goods - Repair Services		-	-	-	-	-	-	-	-	S	P	S	P	S	-	-	-	-	
N. Home Improvement Services		-	-	-	-	-	-	-	-	S	P	S	P	S	-	-	-	-	
O. Supplies		-	-	-	-	-	-	-	-	S	S	S	S	P	-	-	-	-	
P. Automotive and Farm Implement		-	-	-	-	-	-	-	-	S	P	S	S	S	-	-	-	-	
Q. Automotive Service		-	-	-	-	-	-	-	S	S	P	S	S	S	-	-	-	-	
R. Animal Services		-	-	-	-	-	-	-	-	-	S	S	S	S	-	S	S	-	
S. Mortuary		-	-	S	S	S	-	-	-	S	S	S	-	-	-	-	-	-	
T. Parking		-	-	-	S	S	-	-	S	P	P	P	P	P	S	-	-	-	



SCHEDULE OF USE REGULATIONS																			KEY: P - Permitted Use S - Special Development A - Accessory Use			
NON-RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL			OTHER							
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L					
U. Terminals	-	-	-	-	-	-	-	-	P	P	S	P	S	AS	-	-	-					
V. Printing Trades	-	-	-	-	-	-	-	-	P	P	S	P	P	-	-	-	-					
W. Cleaning	-	-	-	-	-	-	-	-	P	P	S	P	P	-	-	-	-					
X. Extractive and Recovery Industry	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	S	-					
Y. Manufacturing - Light Assembly	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-					
Z. Figurines	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-					
AA. Manufacturing- General	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-					
BB. Manufacturing-Heavy	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-					
CC. Manufacturing- Primary Production	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-					
DD. Manufacturing- Special Process	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-					
EE. Transient Amusement	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-					
FF. Railroad Right-of-Way	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-					
GG. Warehouse	-	-	-	-	-	-	-	-	P	P	P	P	P	S	-	P	-					
HH. Pet Stores	-	-	-	-	-	-	-	-	-	P	-	S	P	-	-	-	-					
II. Adult Oriented Businesses	-	-	-	-	-	-	-	-	S	S	S	S	-	-	-	S	-					
JJ. Contractor Yard	-	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-	-					
KK. Petroleum Bulk Storage	-	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-	-					

('69 Code, Ch. 7 App. Table 5) (Am. Ord. 600, eff. 11-27-76; Am. Ord. 603, eff. 1-22-79; Am. Ord. 773, passed 1-13-92; Am. Ord. 820, passed 3-25-96; Am. Ord. 822, passed 4-8-96; Am. Ord. 829, passed 2-24-97; Am. Ord. 846, passed 9-8-97; Am. Ord. 852, passed 1-12-98; Am. Ord. 870, passed 10-12-98; Am. Ord. 933, passed 2-11-02; Am. Ord. 1045, passed 9-12-11; Am. Ord. 1064, passed 12-10-12; Am. Ord. 1065, passed 12-10-12)

## TABLE OF USE GROUPS

## PART I. RESIDENTIAL AND OTHER USE GROUPS

- A. SINGLE FAMILY - Single family detached dwellings.
- B. TOWNHOUSE - Single family attached and detached dwellings.
- C. TWO FAMILY - Two family dwellings.
- D. MULTI-FAMILY - Dwellings designed to contain more than two families.
- E. MOBILE HOME - Mobile home parks.
- F. HOME OCCUPATIONS
- G. BOARDING HOUSES
- H. GUEST HOME
- I. FRATERNITY AND SORORITY HOUSES
- J. CHILD CARE - Nursery schools, child care centers (not including dormitories), and family and group day care centers.
- K. CONVALESCENT, NURSING, AND REST HOMES
- L. HOSPITALS
- M. MOTELS - Hotels, motels and apartment hotels
- N. SEASONAL RESIDENTIAL - Summer cabins, camps, cottages and travel trailer parks, for seasonal and not permanent or year-around occupancy, temporary occupancy
- O. CLUBS - Clubs, fraternities, lodges and meeting places for other organizations, not including any use that is customarily conducted as a gainful business
- P. CIVIC - Convention center, community center, public library, public museum, public art gallery, public recreation, fire station, public botanical garden, public auditorium and similar uses, each without outdoor storage
- Q. PUBLIC SERVICE - Warehouses, garages, storage yards and shops that are owned and operated by a governmental unit, together with accessory administrative buildings

- R. UTILITY STATIONS - Static transformer stations, booster station, transmitters and other utility stations, when operating requirements necessitate locating in districts as determined by the Zoning Administrator
- S. RECREATIONAL (Public and Quasi-Public) - Public parks, playgrounds, recreation and community center buildings and grounds; golf courses, country clubs, tennis courts and similar recreational uses, all of a non-commercial nature
- T. RECREATIONAL (Private) - Private non-commercial recreation areas and facilities not listed above, including swimming pools, country club, and tennis club
- U. PUBLIC INSTITUTIONAL AND CULTURAL - Public, parochial and other private elementary, junior high or high school offering courses in general education, and not operated for profit. Churches, temples and other places of worship, monasteries, convents, rectories and parsonages, including church schools, public libraries, public museums, public art galleries and similar public cultural uses
- V. MAJOR EDUCATIONAL - Colleges, universities and seminaries, book stores, computer service centers, fraternity and sorority houses, dormitories and similar uses
- W. AGRICULTURAL - Outdoor nurseries, forestry, sod farming and crop farming
- X. GREENHOUSES - Nurseries, greenhouses
- Y. CEMETERY - Cemeteries and mausoleums
- Z. PARKING LOTS - Automobile parking lots and garages, excluding repair and parking of trucks, buses equipment and goods
- ('69 Code, Ch. 7 App. Table 5) (Am. Ord. 820, passed 3-25-96; Am. Ord. 822, passed 4-8-96)

## PART II. NON-RESIDENTIAL USE GROUPS

- A. DAILY RETAIL - Any retail business supplying daily needs and commodities primarily for residents of the adjoining neighborhood, such as drugs, grocery, liquor for consumption off the premises, meats excluding slaughtering, and bakery and candy stores, including the baking and processing of food products when prepared for retail sale on the premises
- B. CONVENIENCE GOODS - Any retail business supplying only daily need commodities for the residents of the surrounding neighborhoods, such as supermarkets, drug stores, florists, gift and card, book and stationery, hardware, paint and wallpaper, coins and philately, cosmetics and perfume, hobbies and toys, office supplies, tobacco shops, photographic supply and cold storage lockers, excluding slaughtering
- C. SHOPPER COMMON GOODS - Such as apparel, variety, jewelry, shoes, and dry goods
- D. SHOPPER OCCASIONAL GOODS - Such as leather, luggage, furs and foundation ware
- E. HOME FURNISHINGS - Such as furniture, appliances, floor covering, draperies
- F. RESTAURANTS - Restaurants, cafes, delicatessens and tea rooms, but not including entertainment, dancing, alcoholic beverages not consumed with a meal or drive-in restaurants
- G. RESTAURANTS (DRIVE-IN) - Drive-in eating and drinking
- H. ENTERTAINMENT (PUBLIC) - Bars, taverns, cocktail lounges, night clubs, theaters, billiard parlors, pool halls, bowling alleys and massage parlors
- I. OPEN AIR RECREATION - Any type of commercial recreation including golf driving ranges, drive-in theaters, swimming pools, skating rinks, tennis clubs, but excluding auto race tracks
- J. DAILY SERVICES - Any service establishment performing services primarily for residents of the adjoining neighborhood such as a barber, beautician, self-service laundries, clothes cleaning and laundry pickup stations, shoe repair and shine, and tailor shops
- K. OFFICE SERVICES - Public and private offices, banks and financial, post office (not major distribution), utility office and collection, and photographers
- L. MEDICAL SERVICES (EXCLUDING NON-HUMAN) - Medical clinic, optometrist, optical services, and chiropody
- M. HOUSEHOLD GOODS REPAIR SERVICES - Including sales, parts and repair but not including appliance assembly or manufacturing, upholstery, watch and clock repair, locksmith, or pawn shop

- N. HOME IMPROVEMENT SERVICES - Carpenter shops, plumbing and heating repair, painting and paper hanging shops, janitorial services, excluding contractor yards
- O. SUPPLIES - Farm, feed and seed supply, lumber yards and lawn and gardening supplies
- P. AUTOMOTIVE AND FARM IMPLEMENT - Automotive sales, parts, repair or for hire, auto accessories, auto auction, used car lots, farm implement sales, parts and repair, recreation vehicle sales, parts and repair, mobile home sales and storage
- Q. AUTOMOTIVE SERVICE - Gas stations and car wash
- R. ANIMAL SERVICES - Kennels, animal hospitals, veterinarian clinics, animal auction, livestock buying and selling, extermination and pounds
- S. MORTUARY
- T. PARKING - Automobile parking lots and garages, excluding repairs
- U. TERMINALS - Ambulance and taxi service, bus, rail and rotocraft terminals excluding motor freight
- V. PRINTING TRADES - Publishing, job printing, lithographing, blue printing
- W. CLEANING - Clothes cleaning and dyeing, diaper service, laundries, linen supply and carpet and rug cleaning
- X. EXTRACTIVE AND RECOVERY INDUSTRY - This group includes the mining, quarrying, excavation, processing, storing, separating, cleaning or marketing of natural resources such as sand, gravel, earth, peat, coal, minerals, gas, and oil, etc., the establishment or operation of junk yards or the salvaging or reclamation of materials
- Y. MANUFACTURING - LIGHT ASSEMBLY - The manufacturing, compounding, assembling or treatment of products from the following previously prepared materials, bone, canvas, cellophane, cloth, cork, feathers, felt, fibre, fur, glass, hair, leather (tanned), horn, paper, plastics, precious or semi-precious metals or stones, sheet metal, shell, textiles, tobacco, wax, wood (except saw and planing mills) and yarns
- Z. FIGURINES - The manufacture of pottery, figurines or other similar products, using only previously pulverized clay, and kilns fired only by electricity or gas
- AA. MANUFACTURING - GENERAL - Any manufacturing use meeting performance standards (and not listed separately under MANUFACTURING: HEAVY, PRODUCTION, OR SPECIAL PROCESS)

- BB. MANUFACTURING, HEAVY - The manufacturing of acetylene in excess of 15 pounds pressure psi; and acid; asbestos; asphalt and concrete mixing but not manufacturing; automobile assembly; bleaching, cleaning and dyeing plant brewing or distilling of liquors; brick, pottery, tile and terra cotta manufacturing; petroleum bulk storage in excess of 125,000 gallons cumulatively; candle or sperm oil manufacturing; disinfectant, insecticide or poison manufacturing; crematory; cooperage works; dextrine, starch or glucose manufacturing; emery cloth or sandpaper manufacturing; felt manufacturing; flour or grain mill; forge or foundry works; hair or hair products manufacturing; lime or lime products manufacturing; linoleum, oil cloth or oiled goods manufacturing; match manufacturing; meat packing, stockyards or slaughterhouses; paper and pulp manufacturing; perfume manufacturing; pickle, sauerkraut or sausage manufacturing; plaster manufacturing; poultry slaughter-house, including packing and storage for wholesale; printing ink manufacturing; radium products; sewage treatment plant; shoddy manufacturing; shoe blacking or polish manufacturing; steel fabrication; steam power plant, except where accessory to a permitted principal use; and stone and monument works
- CC. MANUFACTURING - PRIMARY PRODUCTION - Manufacturing uses involving primary production of asphalt, cement, charcoal and fuel briquettes; aniline dyes; ammonia, carbide, caustic soda, cellulose, chlorine, carbon black and bone black, creosote hydrogen, and oxygen, industrial alcohol, nitrates of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosive, fertilizers, gelatine, animal glue and size; turpentine, rubber soaps, including fat rendering
- DD. MANUFACTURING - SPECIAL PROCESS - The processes of nitrating of cotton or other materials; magnesium foundry; reduction, refining, smelting, and alloying of metal or metal ores; slag piles, refining petroleum products, such as gasoline, kerosene, naphtha, lubricating oil, distillation of wood or bones; storage, curing or tanning of raw, green or salted hides or skins
- EE. TRANSIENT AMUSEMENT - Circus, carnivals and other transient amusement enterprises, auto race tracks and county fairs
- FF. RAILROAD RIGHT-OF-WAY - Railroad right-of-way but not including terminals, transfer and storage tracks, nor accessory structures except incidentally provided for communication or switching equipment
- GG. WAREHOUSE - Wholesale warehouse and motor freight terminals
- HH. PET STORES
- II. ADULT ORIENTED BUSINESS
- JJ. CONTRACTOR YARD

KK. PETROLEUM BULK STORAGE - Storage of less than 125,000 gallons cumulatively ('69 Code, Ch. 7 App. Table 5) (Am. Ord. 773, passed 1-13-92; Am. Ord. 829, passed 2-24-97; Am. Ord. 870, passed 10-12-98; Am. Ord. 1065, passed 12-10-12)



defining the location where such policies, standards, and regulations are applicable pursuant to the requirements of the . . . state. (*Palm Desert, Calif.*)

A plan, adopted by city ordinance, which shows the future physical development to be implemented within a specifically defined and circumscribed area of the city. The precise or specific plan will show the types of land uses to be developed on each parcel; a plan for circulation in and adjacent to the precise plan area; and written standards, regulations, and policies for such items as architectural design, open spaces, preservation of existing structures, and other relevant factors. (*San Juan Capistrano, Calif.*)

A document encompassing a specific geographic area of the governing agency which is prepared for the purpose of specifically implementing the comprehensive plan by (1) refining the policies of the comprehensive plan to a specific geographic area and (2) containing specific recommendations as to the detailed policies and regulations applicable to a focused development scheme. The specific plan shall consist of goals, objectives, and policies; requirements for capital improvements; the level of service required for public facilities; physical and environmental conditions; housing and land use characteristics of the area; and maps, diagrams, and other appropriate materials showing existing and future conditions. (*Concord, N.C.*)

■ **specific plan, planning unit area** Parcels of land identified within a specific plan land use map with a clearly identified land use title and having established regulatory controls. (*Lake Elsinore, Calif.*)

■ **sphere of influence** (*See also urban service area*) A plan for the probable 20-year physical boundaries and service areas for cities, special districts, or similar entities. (*Monterey County, Calif.*)

■ **spire** The tapering termination of a roof tower or roof form to a point, as a steeple. (*Dewey Beach, Del.*)

■ **split zoning** (*See also mixed-use development*) A single lot or parcel containing two or more different zoning classifications. (*St. Paul, Minn.*)

■ **spoil bank** A deposit of excavated overburden or refuse. (*Concord, N.C.*)

■ **sports complex** (*See recreation, commercial indoor*)

■ **spot zoning** (*See also floating zone*) [A] change in district boundaries, variances, and other amendments to the zoning code and use and area maps that violate sound principles of zoning and are characterized by the following: (a) Individuals seek to have property rezoned for their private use. (b) Usually the amount of land involved is small and limited to one or two ownerships. (c) The proposed rezoning would give privileges not generally extended to property similarly located in the area. (d) Applications usually show little or no evidence of, or interest in, consideration of the general welfare of the public, the effect on surrounding property (including adequate buffers), whether all uses permitted in the classification sought are appropriate in the locations proposed, or conformity to the comprehensive plan or to comprehensive planning principles (including alterations to the population density patterns and increase of load on utilities, schools, and traffic.) (*Coral Gables, Fla.*)

The zoning of a small land area for a use which differs measurably from the zoned land use surrounding this area. Land may not merely be so zoned in the interest of an individual or small group, but must be in the general public interest. Such zoning does not conform to the future land use plan and is not otherwise necessary in order to protect the health, safety, welfare, or morals of the community. (*Hot Springs, Ark.*)

A change in the zoning code or area maps that is applicable to no more than a few parcels and generally regarded as undesirable or illegal because it violates equal treatment and sound planning principles. (*Wisconsin Department of Natural Resources*)

Rezoning a lot or parcel of land to benefit an owner for a use incompatible with surrounding uses and not for the purpose or effect of furthering the comprehensive plan. (*Temple, Tex.*)

An arbitrary zoning or rezoning of a small tract of land, usually surrounded by other

uses or zoning categories that are of a markedly or substantially different intensity, that is not consistent with the comprehensive land use plan, and that primarily promotes the private interest of the owner rather than the general welfare. (*Norfolk, Nebr.*)

■ **spotlight** (*See searchlight*)

■ **sprawl** (*See also growth management; leapfrog development; smart growth*) Low-density land-use patterns that are automobile-dependent, energy and land consumptive, and require a very high ratio of road surface to development served. (*Michigan State Planning Officials, Patterns on the Land, Trend Future Project, final report, September 1995*)

Haphazard growth or outward extension of a city resulting from uncontrolled or poorly managed development. (*California Planning Roundtable*)

Urban development or uses that are located in predominantly rural areas, or rural areas interspersed with generally low-intensity or low-density urban uses, and which are characterized by one or more of the following conditions: (a) The premature or poorly planned conversion of rural land to other uses; (b) The creation of areas of urban development or uses that are not functionally related to land uses which predominate the adjacent area; or (c) The creation of areas of urban development or uses that fail to maximize the use of existing public facilities or the use of areas within which public services are currently provided. Urban sprawl is typically manifested in one or more of the following land use or development patterns: leapfrog or scattered development; ribbon or strip commercial or other development; or large expanses of predominantly low-intensity, low-density, or single-use development. (*Martin County, Fla.*)

A haphazard and disorderly form of urban development. There are several elements that characterize sprawl: Residences far removed from stores, parks, and other activity centers; scattered or "leapfrog" development that leaves large tracts of undeveloped land between developments; commercial strip develop-



**SPECIMEN TREE**

A particularly impressive or unusual example of a species due to its size, shade, age, or any other trait that epitomizes the character of the species (Planning Advisory Service Report No. 431 1990).

**SPEED BUMP**

A raised section of a paved surface or roadway designed to slow down vehicles.

*Comment:* Speed bumps can be hazardous and are used only on private roads and parking areas. They should be well marked with warning signs. Good road and parking area design can usually preclude the need for speed bumps.

**SPEED-CHANGE LANE**

An auxiliary lane, deceleration lane, or acceleration lane, including tapered areas, primarily for the deceleration or acceleration of vehicles entering or leaving the through traffic lanes.

**SPOIL**

Dirt, rock, or waste material that has been removed from its original location or materials that have been dredged from the bottoms of waterways.

**SPOT ZONING**

Rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding land uses and that does not further the comprehensive zoning plan.

*Comment:* Spot zoning per se may not be illegal; it may only be descriptive of a certain set of facts and consequently neutral with respect to whether it is valid or invalid. Hagman (1975) states that spot zoning is invalid only when all the following factors are present: (1) a small parcel of land is singled out for special and privileged treatment; (2) the singling out is not in the public interest but only for the benefit of the land owner; and (3) the action is not in accord with a comprehensive plan. See *Kozesnik's v. Twp. of Montgomery*, 24 N.J. 154, 131 A2 1 (1957); *Borough of Cresskill v. Borough of Dumont*, 15 N.J. 238, 104 A2d 441 (1954); and *Jones v. Zoning Board of Adjustment of Long Beach Twp.*, 32 N.J. Super. 397, 108, 498 (1954).

**SPRAWL**

Uncontrolled growth, usually of a low-density nature, in previously rural areas and some distance from existing development and infrastructure.

**SQUARE**

A public open space in a developed area. *See* COURT; PLAZA.

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between these devices, they have often been confused by laymen and professionals alike. The unfortunate result has been that the whole planning process has suffered; and in some cases, the zoning process has broken down entirely. It cannot be emphasized enough that it is very important for a community to follow the correct zoning procedures. Many communities in the past have learned the hard way the results of not following the correct procedures and have lost important challenges in the courts to their zoning decisions. With this in mind, the following is an explanation of these various administrative devices.

### Zoning Amendment (Rezoning)

The main purpose of the zoning amendment is to allow the community to change the zoning ordinance or map. There are two basic types of amendments. One is a zoning map amendment or a change in the geographical area of a zoning district which is also popularly known as rezoning. The other is a change in the zoning text, or changes in what is permitted in a particular zoning district.

There are a number of reasons why a community may want to amend the zoning ordinance. One is to reflect a significant and unanticipated change in the community brought about through rapid changes in technology, or urban development or social behavior. In today's rapidly changing world, it is virtually impossible to predict future development beyond a 5-10-year period with any degree of accuracy. For this reason, it is recognized by most planning professionals that the comprehensive plan should be updated at least every 3-5 years to reflect these changes. Since zoning should be based on the comprehensive plan, the ordinance should be amended when the comprehensive plan is updated.

A second reason is to reflect changes in policy by the community. This may come about in a variety of different ways. For example, certain planning policies and programs may not be bringing about the desired goals which may necessitate a change in development policies. Or development in adjacent communities may affect the community in such a way as to require changes in development policy. For example, a state or county highway department may determine to locate a major highway through or adjacent to a community which obviously will have a substantial effect on development.

A third reason is to correct mistakes which were made at the time the comprehensive plan or zoning

ordinance was developed and adopted. In most planning programs, minor errors will often be made which are overlooked at the time of adopting the comprehensive plan or zoning ordinance. To correct these errors, the zoning amendment procedure would be applicable.

Finally, rezonings (or changes in district lines) are often desired and appropriate in "staged growth" plans which make use of "holding zones." For example, a typical holding zone in a staged growth plan may be a relatively large area designated for agriculture. It is recognized that as growth moves out into the rural areas that some of these agricultural areas will be re-zoned for residential or commercial uses at such time that utilities can be extended or services provided to bring about orderly development. It should be noted that the staged growth approach has not yet been tested in the courts in Minnesota although this approach to planning has been upheld in the highest court in New York State.

Having discussed generally the rationale and theory for zoning amendments, two problem areas dealing with zoning amendments need to be discussed at further length. One is spot zoning and the other is down zoning.

*Spot zoning.* Spot zoning has been defined as the rezoning of a single parcel of land or a relatively small area for higher intensity use than the land surrounding the particular parcel of land. Usually spot zoning involves an individual parcel of land singled out for special and privileged treatment primarily for the benefit of the landowner and not in accord with the comprehensive plan. For example, the rezoning of a single parcel of land in a residential area for commercial or industrial uses which are not compatible with the surrounding land uses or in conformance with the comprehensive plan is usually held by the courts to be illegal in that it amounts to spot zoning. In the absence of a comprehensive plan, it is more difficult to determine whether a particular rezoning amounts to spot zoning.

Spot zoning usually results when the local officials are too liberal in the granting of requested zoning amendments. There may be many reasons why a property owner may want rezoning or a zoning amendment, some of which are legitimate but some of which are not in relation to the community planning process. For example, a property owner may want a rezoning to enhance the opportunities of selling his land, or to gain a competitive, locational advantage with a business

enterprise, even though the proposed rezoning may be incompatible with the surrounding homes due to excessive noise, glare, and traffic.

Care should be used by the local officials in issuing rezonings or zoning amendments. If too many zoning amendments are authorized, it may and often does destroy or seriously weaken the planning process. It may also open the local community to lawsuits from adjacent property owners.

*Down zoning.* Local officials should also be aware of some of the problems involved in down zoning; that is, amending the zoning ordinance in such a way as to change a zoning district from a higher to a lower density or from a "higher" use (in terms of land values) such as commercial or industrial to a "lower" use such as residential. It has been maintained by some individuals and landowners that a community cannot down zone since it will adversely affect property values. The theory behind this argument is that somehow a zoning ordinance vests absolute rights to a property owner of some of his anticipated profits and that down zoning amounts to inverse condemnation.

It is clear that if all down zoning were held to be illegal, it would substantially limit the local community's ability to plan and change the comprehensive plan and zoning ordinance. In a recent law case in California (*Eldridge vs. City of Palo Alto*) the court recently upheld the City of Palo Alto in down zoning an area by creating an open-space district from a high-density residential district. The city attorney argued successfully that this did not amount to inverse condemnation and cited the case of *Morse vs. County of San Luis Obispo* where the court stated that "... owners have no vested right in an existing zoning ordinance. A purchaser merely acquires a right to continue a use instituted before the enactment of a more restricted zoning." It should be noted that down zoning has not yet been tested in the courts in Minnesota.

### Zoning Variance

Perhaps the zoning device which is the least understood and the most subject to abuse is the zoning variance. The term "variance" has been interpreted by many local officials, planning professionals and even attorneys in its colloquial sense - that is, as a variance from the zoning ordinance that can be issued by the local community at will. It should be noted at the outset,

however, that a variance has a special legal meaning and should only be issued under certain special circumstances.

Basically, a zoning variance is a modification of the terms of the zoning ordinance in order to provide relief to a property owner in those cases where the ordinance imposes *undue hardship or practical difficulties* to the property owner in the use of his land. The hardship must not have been created by actions of the landowner. There are two types of variances - the *bulk or area variance* and the *use variance*. The bulk or area variance deals with modifications in area requirements such as lot widths or depths or set-back requirements. The use variance is an authorization of land use in a district that differs from the land uses normally allowed in that district. It should be emphasized that many planning professionals, including this author, are opposed to use variances for a number of reasons. For one, the issuance of a use variance is likely to create a monopoly situation in a particular land use district. Second, if too many use variances are issued by the elected officials, it will seriously weaken the zoning and planning process. Many planning professionals are recommending that the use variance be prohibited and that the zoning amendment or conditional use permit be used in place of the use variance. The County Planning Act (M.S. 394.27, Subd. 7) specifically prohibits the issuance of use variances; and the Municipal Planning Act only authorizes one type of use variance (temporary use of one family dwelling as two family dwelling - M.S. 462.357, Subd. 7).

One of the problems which the courts have wrestled with is the definition of "practical difficulties" and "undue hardship." The following are the factors which one court used and which other courts are likely to use in determining whether a landowner has incurred undue hardship:

1. The parcel of land cannot yield a "reasonable return" if used only for a purpose allowed in the zoning district (for use variances only). The courts have also held, however, that proof that the owner could realize a higher financial return for his land as a result of the variance is not sufficient grounds for granting a variance.
2. The plight of the owner of the land must be due to unique circumstances. If the hardship is common to several properties, the variance cannot be granted. The proper remedy under such circumstances is a zoning amendment.



## SUBSTANCE OF ZONING ORDINANCES

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While a change in a neighborhood may justify a zoning amendment, it does not necessarily compel the legislative body to amend.<sup>42</sup> A change in the zoning classification of one parcel does not mandate a change in the zoning of an adjacent parcel.<sup>43</sup> A zoning designation on a master plan does not automatically require the legislative authority to respond favorably to an application for an amendment consistent with the plan.<sup>44</sup> This is true notwithstanding the fact that the failure of the legislature to follow the plan might support a legislative decision to amend the ordinance and cure the defect.<sup>45</sup>

## C. SPOT ZONING

## § 5.12. Spot zoning; definitions.

In zoning litigation in which the basic validity of an amendment is challenged, spot zoning is the charge which is frequently made. The common situation is one in which an amendment is initiated at the request of an owner or owners who seek to establish a use prohibited by the existing zoning regulations. The proposed use may have a potentially injurious effect on land adjacent to that reclassified by the amendment, and the owners of such land discern an inconsistency between the amendment and the comprehensive plan, as well as an attempt to benefit one landowner at the expense of another. This, they contend, is "spot zoning."<sup>46</sup>

ery County Council, 265 Md 303, 289 A2d 303 (1972); Lutherville Community Ass'n v Wingard, 239 Md 163, 210 A2d 534 (1965); Bishop v Board of County Comrs., 230 Md 494, 187 A2d 951 (1963).

42. Mayflower Property, Inc. v Watson, 233 So 2d 390 (1970, Fla); Templeton v County Council of Prince George's County, 21 Md App 636, 321 A2d 778 (1974), adhered to 23 Md App 596, 329 A2d 428; Shapiro v Montgomery County Council, 269 Md 380, 306 A2d 253 (1973); Montgomery County Council v Pleasants, 266 Md 462, 295 A2d 216 (1972); Wier v Witney Land Co., 257 Md 600, 263 A2d 833 (1970); Sun Oil Co. v New Hope, 300 Minn 326, 220 NW2d 256 (1974).

43. Valenzia v Zoning Bd. of Howard County, 270 Md 478, 312 A2d 277 (1973).

44. Aspen Hill Venture v Montgomery County Council, 265 Md 303, 289 A2d 303 (1972).

45. Cunningham v Brookings, 11 Or App 579, 504 P2d 760 (1972).

46. See Coyle v Planning & Zoning Com. 162 Conn 233, 294 A2d 276 (1972); Morningside Asso. v Planning & Zoning Board, 162 Conn 154, 292 A2d 893 (1972); Mathis v Hannan, 306 SW2d 278 (1957, Ky); State ex rel. Christopher v Matthews, 362 Mo 242, 240 SW2d 934 (1951); Morrison v Matt-A-Mar, Inc. 36 AD2d 844, 321 NYS2d 521 (1971).

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## AMERICAN LAW OF ZONING

The term "spot zoning" is used by the courts to describe a zoning amendment which is invalid because it is not in accordance with a comprehensive or well-considered plan.<sup>47</sup> One court said: "Defined as the process of singling out a small parcel of land for a use classification totally different from that of the surrounding area, for the benefit of the owner of such property and to the detriment of other owners, 'spot zoning' is the very antithesis of planned zoning."<sup>48</sup> Defining spot zoning, the courts have developed miscellaneous variations of the theme articulated in the classic definition just quoted.<sup>49</sup> A Florida court described spot zoning as a

47. *Langer v Planning & Zoning Com.*, 163 Conn 453, 313 A2d 44 (1972); *Bright v Evanston*, 57 Ill App 2d 414, 206 NE2d 765 (1965, 1st Dist); *Reskin v Northlake*, 55 Ill App 2d 184, 204 NE2d 600 (1965); *Phillips v Vieux*, 210 Kan 612, 504 P2d 196 (1972); *Bujno v Montgomery County Council*, 243 Md 110, 220 A2d 126 (1966); *Raymond v Building Inspector of Brimfield*, 3 Mass App 38, 322 NE2d 197 (1975); *Bosse v Portsmouth*, 107 NH 523, 226 A2d 99 (1967); *Kanter v Passaic*, 107 NJ Super 556, 259 A2d 497 (1969); *Rodgers v Tarrytown*, 302 NY 115, 96 NE2d 731 (1951); *Allgood v Tarboro*, 281 NC 430, 189 SE2d 255 (1972); *Willott v Beachwood*, 175 Ohio St 557, 26 Ohio Ops 2d 249, 197 NE2d 201 (1964); *Appeal of Glorioso*, 413 Pa 194, 196 A2d 668 (1964); *French v Zoning Bd. of Adjustment*, 408 Pa 479, 184 A2d 791 (1962); *Toole v May-Day Realty Corp.*, 101 RI 379, 223 A2d 545 (1966); *Cianciarulo v Tarro*, 92 RI 352, 168 A2d 719 (1961); *Weaver v Ham*, 149 Tex 309, 232 SW2d 704 (1950); *Board of Adjustment v Leon*, 621 SW2d 431 (1981, Tex Civ App 4th Dist); *Cathcart-Maltby-Clearview Community Council v Snohomish County*, 96 Wash 2d 201, 634 P2d 853 (1981).

See generally *Cunningham, Land-Use Control—The State and Local Programs*, 50 Iowa L Rev 367 (1965); *Municipal Corporations—Zoning—Spot Zoning Ordinances and Their Validity*, 46 Oregon L Rev 323 (1967); note, 1 Buffalo L Rev p 286 (1951-52).

Annotation: Spot zoning, 51 ALR2d 263.

48. *Jones v Zoning Bd. of Adjustment*, 32 NJ Super 397, 108 A2d 498 (1954).

49. "Spot zoning occurs where a small parcel is restricted and given lesser rights than the surrounding property, as where a lot in the center of a business or commercial district is limited to use for residential purposes thereby creating an "island" in the middle of a larger area devoted to other uses." *Viso v State*, 92 Cal App 3d 15, 154 Cal Rptr 580 (1979, 3d Dist).

Spot zoning is a reclassification of a small area of land in such a manner as to disturb the tenor of the surrounding neighborhood. *Blaker v Planning & Zoning Com.*, 212 Conn 471, 562 A2d 1093 (1989).

Spot zoning occurs when a small area within a larger one is singled out and zoned in a manner inconsistent with the classification of the surrounding area and the comprehensive plan. *Life of Land, Inc. v City Council of Honolulu*, 61 Hawaii 390, 606 P2d 866 (1980); *Lum Yip Kee, Ltd. v Honolulu*, 767 P2d 815 (Haw 1989).

Spot zoning results when a rezoning "creates a small island of property with restrictions on its use different from those imposed on surrounding property." *Montgomery v Bremer County Board of Supervisors*, 299 NW2d 687 (1980, Iowa).

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"variance" from the general pattern of the zoning ordinance

Spot zoning signifies a carving out of one or more properties located in a given use district and reclassifying them in a different use district. *Waterstradt v Board of Comrs.*, 203 Kan 317, 454 P2d 445 (1969).

The Parish Council did not act in an arbitrary manner when it denied land owner's request to rezone its property from Residential to Neighborhood Commercial. The subject property was indistinguishable from surrounding residential property and a sufficient amount of vacant commercial property was available to meet the needs of the community. To allow such a rezoning would have constituted illegal spot zoning. *Castle Investors, Inc. v Jefferson Parish Council*, 472 So 2d 152 (1985, La App 5th Cir), cert den (La) 474 So 2d 1311.

The term "spot zoning" describes situations in which a zoning ordinance or an amendment puts a small area in a zone different from that of the surrounding area. *Mraz v County Comrs. of Cecil County*, 291 Md 81, 433 A2d 771 (1981).

The Michigan Supreme Court defines spot zoning as a "small zone of inconsistent use within a larger zone." *Smith & Lee Associates v City of Taylor*, 13 F3d 920 (6th Cir 1993).

Three factors need be considered when determining whether spot zoning exists: first, requested use is significantly different from prevailing use in the area; second, area in which requested use is to apply is small; and third, requested change is more in the nature of special legislation. *Little v Board of County Comrs.*, 631 P2d 1282 (1981, Mont).

Spot zoning occurs when an area "is singled out for treatment different from that of similar surrounding land which cannot be justified on the basis

of health, safety, morals or general welfare of the community and which is not in accordance with the comprehensive plan." *Treisman v Bedford*, 132 NH 54, 563 A2d 786 (1989).

"Spot zoning is the singling out of a small parcel of land for a use classification totally different from that of the surrounding area, for the benefit of the owner of the property and to the detriment of other owners." *Kravetz v Plenge*, 84 App Div 2d 422, 446 NYS2d 807 (1982, 4th Dept).

"Spot zoning arises where a small area, usually a single lot or a few lots, surrounded by other property of similar nature, is placed arbitrarily in a different use zone from that to which the surrounding property is made subject." *Zopfi v Wilmington*, 273 NC 430, 160 SE2d 325 (1968).

Spot zoning is the "singling out of . . . a small area (of land) for different treatment from that accorded to similar surrounding land . . ." *Appeal of Kates*, 38 Pa Cmwlth 145, 393 A2d 499 (1978); *Ronald H. Clark, Inc. v Hamilton*, 562 A2d 965 (Pa Cmwlth 1989).

"Spot-zoning," singling out a small parcel of land for use classification, is contrary to planned zoning and bears no relation to public health, safety, morality or general welfare. *Fallin v Knox County Bd. of Comrs.*, 656 SW2d 338 (1983, Tenn).

"The term 'spot zoning' is used in Texas and most states to connote an unacceptable amendatory ordinance that singles out a small tract for different treatment from that accorded to similar surrounding land, for the benefit of the owner of such property and to the detriment of other owners." *Leach v North Richland Hills*, 627 SW2d 854 (1982, Tex App Fort Worth), citing *Anderson*, *American Law of Zoning* (1st ed) § 5.08.

## § 5.12

## AMERICAN LAW OF ZONING

which "violates the integrity of the district."<sup>50</sup> A California court contrasted spot zoning with an amendment which was "an integral part of an entire scheme of zoning."<sup>51</sup> In a Pennsylvania decision, spot zoning was said to be an unreasonable and discriminatory amendment which was in violation of the scheme and terms of the zoning ordinance.<sup>52</sup> The Connecticut courts have talked in terms of an amendment which attempts to "wrench a single small lot from its environment and give it a new rating which disturbs the tenor of the neighborhood."<sup>53</sup>

A number of courts have declined to invalidate refusals to reclassify small parcels of land as spot zoning.<sup>54</sup> And a Massachusetts court said that spot zoning was not a sound argument

"Spot zoning has been consistently defined to be zoning action by which a smaller area is singled out of a larger area or district and specially zoned for a use classification totally different from and inconsistent with the classification of surrounding land, and not in accordance with the comprehensive plan." *Save Our Rural Environment v Snohomish County*, 99 Wash 2d 363, 662 P2d 816 (1983).

50. *Burritt v Harris*, 166 So 2d 168 (1964, Fla App D1), quashed (Fla) 172 So 2d 820.

A zoning change authorizing use of property to accommodate 125 living units did not constitute unreasonable spot zoning where the record showed the subject 10 acre tract was bounded on the north and east by single family zoning; on the south by duplex zoning, and on the west by an elementary school; the subject property was sandwiched between a predominately white area on the north and a predominantly black area on the south; and there was a great need in the area for low and medium rent housing. *Miles v Dade County*, 260 So 2d 553 (1972, Fla App D3).

The court's action in invalidating a zoning ordinance, on the grounds that it was spot zoning, was not a usurpation of the legislature's function but was simply an invalidation of an un-

reasonable exercise of power by the city commissioner. *Miami v Saussele*, 239 So 2d 631 (1970, Fla App D3).

51. *Hein v Daly City*, 165 Cal App 2d 401, 332 P2d 120 (1958, 1st Dist).

52. Central to the analysis of a spot zoning question is whether the rezoned land is being treated unjustifiably different from similar surrounding land. *Schubach v Silver*, 461 Pa 366, 336 A2d 328 (1975).

53. *Magnin v Zoning Com. of Madison*, 145 Conn 26, 138 A2d 522 (1958); *Zuckerman v Board of Zoning Appeals*, 144 Conn 160, 128 A2d 325 (1956); *Blaker v Planning & Zoning Com.*, 212 Conn 471, 562 A2d 1093 (1989).

54. A denial of an amendment to the zoning ordinance that would establish a shopping center district was proper, where the town was located on the periphery of other larger metropolitan centers. The existing shopping center, a nonconforming use under the present zoning regulations, contained many of the facilities proposed to be located in plaintiff's shopping center which would be adjacent thereto. *Cadoux v Planning & Zoning Com.*, 162 Conn 425, 294 A2d 582 (1972), cert den 408 US 924, 33 L Ed 2d 335, 92 S Ct 2496.



## SUBSTANCE OF ZONING ORDINANCES

## § 5.12

to invalidate an original zoning ordinance which left a small parcel unzoned.<sup>55</sup>

These definitions contain but minor variations. They describe an amendment which reclassifies a small parcel in a manner inconsistent with existing zoning patterns, for the benefit of the owner and to the detriment of the community, or without any substantial public purpose. Used in this sense, the term "spot zoning" has a fairly clear connotation. However, the same term frequently is employed to describe variances, special exceptions, or special permits which allow a landowner to maintain a use which is inconsistent with the restrictions imposed upon his neighbors.<sup>56</sup> Courts making more careful use of the term have held that the issuance of special permits consistent with a provision in the zoning ordinance for such issuance does not constitute spot zoning,<sup>57</sup> nor does the granting of a variance constitute spot

Refusal to rezone property from residential to apartment use was not improper, where the surrounding area was composed of single-family detached dwellings and where the master plan recommended single-family development. *Park Constr. Corp. v Board of County Comrs.*, 245 Md 597, 227 A2d 15 (1967).

An ordinance which separately classified two parcels of land is spot zoning. An amendment which cures this defect and is consistent with the comprehensive plan is not invalid. *Taylor v Head of Harbor*, 104 App Div 2d 642, 480 NYS2d 21 (1984, 2d Dept), citing *Anderson*, *New York Zoning Law and Practice* (2nd ed) § 5.03.

Spot zoning is void only in the absence of a clear showing of a reasonable basis. *Chrismon v Guilford County*, 322 NC 611, 370 SE2d 579 (1988) (citing this treatise).

Council refusal to rezone 3 lots from residential to commercial, for purposes of gas station use, was proper where residential zoning was part of the comprehensive plan of development and where the attempt to rezone constituted spot zoning. *Walker v Belpre*,

14 Ohio App 2d 17, 43 Ohio Ops 2d 53, 235 NE2d 729 (1967).

55. Spot zoning is not a viable argument in attacking an original zoning scheme leaving one parcel unzoned, as opposed to an assault upon a zoning amendment. In actuality, such an argument "might be described as spot zoning in reverse." *Van Sant v Building Inspector of Dennis*, 352 Mass 289, 225 NE2d 325 (1967).

56. See generally Comment, *Spot Zoning and the Comprehensive Plan*, 10 Syracuse L Rev p 303 (1959); Comment, *Spot Zoning—A Vicious Practice or A Community Benefit*, 29 Fordham L Rev p 740 (1961).

Annotation: Spot zoning. 51 ALR2d 263.

57. The action of the city board of zoning adjustment in granting the special exception to permit the church to operate a nonprofit ball park and practice field in a residential zone was not invalid "spot zoning" where the board's action did not involve the amendment of the existing zoning ordinance. *Board of Adjustment v Leon*, 621 SW2d 431 (1981, Tex Civ App San Antonio).



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zoning.<sup>58</sup> The term has also been applied to judicial decisions permitting uses inconsistent with the zoning pattern,<sup>59</sup> and to zoning amendments granted in situations where the courts thought that administrative relief would have been more appropriate.<sup>60</sup> The term "spot zoning" has been loosely applied to describe small zone changes, whether or not they were disapproved by the courts.<sup>61</sup> Use of the term to discuss other than legislative conduct certainly deprives it of any technical usefulness. At best, it renders the term useful only to describe small-plot zoning. At worst, it reduces it to an epithet. In the sections which follow, "spot zoning" will be employed to mean a zoning amendment which is not in accordance with a comprehensive plan.

## § 5.13. Benefit or detriment to owner.

Zoning amendments which reclassify small parcels are of two readily identifiable kinds. Amendments of one type are requested by the owner of the land to be reclassified. He commonly is seeking to have his property relieved of existing restrictions to allow the establishment of a use not permitted by the existing regulations. Amendments of the second kind are requested by the owners of land adjacent to the property to be reclassified. They may be endeavoring to prevent a use of land which is permitted by

A binding site plan with numerous restrictions and conditions between the county and the developer authorizing a campground type facility on property as of yet unzoned, but contrary to the comprehensive plan, was not illegal spot zoning. *Toandos Peninsula Asso. v Jefferson County*, 32 Wash App 473, 648 P2d 448 (1982).

See also *Brown v County of Lake*, 67 Ill App 2d 144, 213 NE2d 790 (1966, 2d Dist).

Technically speaking, spot zoning refers only to an amendment to an existing ordinance. 1965 Ops St Compt NY 569, citing *Anderson*, New York Zoning Law and Practice (1st ed) § 5.03.

58. A variance to permit a marina and grocery in a lake residence district does not constitute spot zoning as that

term applies solely to legislative changes in the zoning restrictions. *Glidden v Nottingham*, 109 NH 134, 244 A2d 430 (1968).

59. *Miami v Ross*, 76 So 2d 152 (1954, Fla).

60. *Wilcox v Pittsburgh*, 121 F2d 835 (1941, CA3 Pa); *Conlon v Board of Public Works*, 11 NJ 363, 94 A2d 660 (1953); *Cassinari v Union City*, 1 NJ Super 219, 63 A2d 891 (1949).

61. *Binford v Western Electric Co.*, 219 Ga 404, 133 SE2d 361 (1963); *Vulcan Materials Co. v Griffith*, 215 Ga 811, 114 SE2d 29 (1960) (*ovrld East Lands, Inc. v Floyd County*, 244 Ga 761, 262 SE2d 51); *Sears, Roebuck & Co. v Alexandria*, 155 So 2d 776 (1963, La App 3d Cir), cert den 245 La 83, 157 So 2d 230; *Huff v Board of Zoning Appeals*, 214 Md 48, 133 A2d 83 (1957).

## ORDINANCE NO. \_\_\_\_

**AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES  
COUNTY, MINNESOTA, TO REZONE PROPERTY FROM “M-2” (GENERAL MANUFACTURING)  
TO “M-1” (LIGHT MANUFACTURING)**

**The City Council of the City of Worthington, Do Ordain:**

**Section I.**

In order to better protect and enhance public health, safety and general welfare, the Worthington City Council hereby finds that it is necessary to modify the zoning district designation of certain areas of the City of Worthington from “M-1” - General Manufacturing to “M-1” - Light Manufacturing.

**Section II.**

The following legally described area, presently included in the “M-2” district, shall henceforth be included in the “M-1” district:

That part of Lot 7 of the Auditor’s Outlots 1 to 12, inclusive in the South Half of the Southwest Quarter of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows: Commencing at the northwest corner of said Lot 7 of Auditor’s Outlots 1 to 12, inclusive, according to the recorded plat thereof; thence on an assumed bearing of North 90 degrees 00 minutes 00 seconds East, along the north line of Lot 7, also being the north line of a tract as recorded in Document No. 219705, a distance of 100.62 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East, along said north line, a distance of 300.00 feet to the northeast corner of said tract; thence South 0 degrees 00 minutes 00 seconds West, along the east line of said tract, a distance of 200.00 feet to an iron monument; thence South 90 degrees 00 minutes 00 seconds West a distance of 200.00 feet to an iron monument; thence North 26 degrees 33 minutes 54 seconds West a distance of 223.61 feet to the point of beginning.

**Section III.**

The Official Zoning Map of the City of Worthington shall be amended to reflect the changes ordained in Section II of this Ordinance.

**Section IV.**

The City Clerk is hereby directed to file a certified copy of this ordinance in the office of the Recorder in and for the County of Nobles, State of Minnesota.

**Section V.**

Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of December, 2015.

(SEAL)

\_\_\_\_\_  
Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Janice Oberloh, City Clerk

Small Cities Development Program  
State of Minnesota



GRANT ADJUSTMENT REQUEST

Provide a narrative describing the change requested and the reason the change is being requested. This must include a justification on why the grantee believes the change will benefit the project. Please see the Grant Agreement chapter of the SDCP A through Z manual for detailed instructions.

SWMHP is requesting this GAN due to the issue we had with SMOG and their capacity in following through with the original application. SWMHP has stepped in and per the discussions with Chris Schieber and the City of Worthington we have decided to request the shift of funds from Owner Occupied and SF Rental to a MF Rental project. We would also request an extension until September 30, 2016 to complete the rehabilitation on the MF Rental.

<b>Grant Number:</b> CDAP-12-0071-O-FY13	<b>Grant Adjustment Request#</b> _____
<b>Grantee Name:</b> City of Worthington	
<b>Project Title:</b> City of Worthington Housing Project	

IDIS Activity Number	Activity	Current Budget			Adjustment Requested			Adjusted Budget			Goals	
		SCDP	Other	Total	SCDP	Other	Total	SCDP	Other	Total	Current Goal	Revised Goal
9108	O/O Rehab	418,600.00	186,900.00	605,500.00	-223,341.00	-84,195.00	-307,536.00	195,259.00	102,705.00	297,964.00	23	13
9109	SF Rental Rehab	109,600.00	49,300.00	158,900.00	-400.00	0.00	-400.00	109,200.00	49,300.00	158,500.00	6	6
9107	Admin	68,277.00	0.00	68,277.00	6,223.00	0.00	6,223.00	74,500.00	0.00	74,500.00		
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	MF Rental Rehab	0.00	0.00	0.00	217,518.00	93,222.00	310,740.00	217,518.00	93,222.00	310,740.00	0	22
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Totals		596,477.00	236,200.00	832,677.00	0.00	9,027.00	9,027.00	596,477.00	245,227.00	841,704.00		

E--mail signed completed forms to your rep. or  
Fax signed completed forms to: **(651) 205-4226**

Signature of Authorized Official

Date

Questions? Call your SCDP Rep. or 651-297-1530

Signature of DEED Representative

Date

## Worthington Housing Rehabilitation Rental Housing Repair Loan FACT SHEET

The City of Worthington has approved \$217,518 to provide one repair loan to complete a MF rental with at least 22 units and is for Multi-family Rental Property Owner who is renting to Low to Moderate Income (LMI) households in the City of Worthington.

- ♦ **Ownership** - The applicant must own a property within the City of Worthington.
- ♦ **Occupancy** - The rental property to be improved must be occupied by low to moderate income tenants or, if vacant, the property owner must agree to rent to low to moderate income tenants before the grant is closed and throughout the term of the Repayment Agreement. The tenant income limits are as follows:

<b>Nobles COUNTY Family Income</b>	
<b>Household Size</b>	<b>Gross Household Income</b>
1	\$35,750
2	\$40,850
3	\$45,950
4	\$51,050
5	\$55,150
6	\$59,250
7	\$63,350
8	\$67,400

Upon participation of this grant, the rental property owner also agrees to stay within 2015 Fair Market rents for Nobles County as follows:

<b>Nobles COUNTY Fair Market Rent</b>	
<b>Bedroom Size</b>	<b>Maximum Rent and Tenant Paid Utilities</b>
Efficiency	\$519
1	\$542
2	\$643
3	\$948
4	\$1,055

Utility Allowances for Nobles County effective 11/1/2014 are as follows:

Category	Description	0-Bedroom	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom	5-Bedroom
Heating	Natural Gas	28	32	33	33	34	34
	Oil/Electric	21	25	29	32	33	34
Cooking	Natural Gas	13	14	15	15	16	16
	Oil/Electric	12	13	13	14	14	15
Other Electric		21	22	22	23	24	25
Water Heating	Natural Gas	20	21	21	22	23	23
	Oil/Electric	16	20	21	22	22	22
Water		15	20	23	23	24	25
Sewer		23	26	26	26	27	27
Trash Collection		22	22	22	27	27	28
Range/Microwave		5	5	5	5	5	5
Refrigerator		5	5	5	5	5	5

♦ **Eligible Repairs** - Repairs that are permanent and necessary are eligible. Examples are; roofing, foundations, siding, windows, heating units, electrical, plumbing, flooring, and health and safety.

♦ **Loan Terms** - Worthington Rental Loan will be loaned in the following manner:

**Loan Breakdown:** 70% of the cost, 0% deferred loan\*  
30% owner's match.

\* **Deferred Loan** - The Worthington Rental Repair loan will be loaned as 0% deferred loan. A deferred loan is a loan with no monthly payment and no interest will accrue which will be forgiven 20% each year or will revert into a grant if no default within five (5) years. The owner must continue to rent to low to moderate income tenants and agree to not raise the rents more than 5% per year while keeping the rents at or below the current Fair Market Rents during the terms of the Repayment Agreement.

♦ **Real Estate Taxes** - An applicant must be current with their real estate taxes in order to receive a Rental Loan.

♦ **Insurance** - The building must be insured while the loan is in place.

## **Rental Repair Process**

**The Rehabilitation Process** -Interested persons can begin the process by calling 1-888-468-8010 ext. 1617. SWMHP will assist persons applying for the program.

**All applicants will be served on a first come, first served basis.**

The program will follow the guidelines as laid out below:

♦ **Application** - The applicant will need to complete an application for the program that requires proof of property ownership and verification of income.

\* If the **applicant's** unit is vacant at the time of full application the City has the right to pass over the application to the next eligible applicant until the first applicant has found tenants.



- ♦ **Application Procedures** – All households will be served on a first come first serve basis. The following levels will be adhere to on allocating funds:
  1. **APPLICANT:** An applicant is defined as an owner who is gathering the proof of ownership of their property, current insurance policy, proof that the real estate taxes have been paid and third party income verification. No SCDP funds will be allocated for an applicant.
  2. **CLIENT:** The client will be working with the Field Administrator in completing all necessary paperwork and inspections to determine if the project is suitable for rehabilitation; developing a scope of work; approving the scope of work; sending out the bid packets to contractors for review and bidding; and securing matching funds. No SCDP funds will be allocated for a client.
  3. **APPROVED PROJECT:** An approved project is a project where the owner has completed all the applicant and client requirements; and competitive bids have been received and approved; the governing entity has approved the project; the owner has secured matching funds for their portion of the project; the SCDP funds have been allocated to the project; the SCDP Repayment Agreements, Mortgages or other funding documents for all matching funds have been signed and are ready to be recorded; and all escrow funds have been supplied to SWMHP.

If a project is moved back to the client stage there is no guarantee that the SCDP funds will be available when the client secures their matching funds.
- ♦ **Property Inspection** – SWMHP, who will identify any housing problems, will inspect the property and will work with the applicant to determine what repairs should be done. LEAD RULES AND REGULATIONS DO APPLY.
- ♦ **Work Write-Up** - The Project Manager will develop specifications on what work is to be done and how the work should be done. The inspector brings the work packets to the owner who contacts contractors of their choice. Assistance is available to help owners through the process if they so choose.
- ♦ **Bid Awards** - The owner accepts or rejects bids.
- ♦ **Repayment Agreement** – The owner enters into an agreement with the City to accept the conditions of the loan depending on which program they are eligible for. The repayment agreement is filed at the County Recorder's office.
- ♦ **Proceed to Work** – SWMHP will send a letter notifying the contractor that work may begin at the owner's property after the Pre-construction conference is held and Davis Bacon paperwork is completed.
- ♦ **Payments** - Payments can be made on a partial basis when and/or all work has been completed. In order to receive payment, the contractor must submit a lien waiver, a billing statement, a signed completion certificate (all furnished) and weekly payrolls for review. In order to make payment, the housing inspector must inspect the property. The owner must give signed permission to pay the contractor.
- ♦ **Project Completion** - Upon completion, a final inspection is completed and the project is closed.

**Southwest Minnesota Housing Partnership (SWMHP)**  
**2401 Broadway Ave, Suite 4**  
**Slayton, MN 56172**  
**1-888-468-8010 ext. 1617 (Michele Clarke)**  
**michelec@swmhp.org**

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
AMERICAN WATER WORKS ASSOC	10/30/15	2016 ANWA ANNUAL DUES	WATER	NON-DEPARTMENTAL	315.00_
				TOTAL:	315.00
BELTLINE AUTOMOTIVE	10/30/15	SERVICE #100	ELECTRIC	O-DISTR SUPER & ENG	38.73_
				TOTAL:	38.73
BURNS LOCK & KEY	10/30/15	REPAIR WELL #26 DOOR LOCK	WATER	M-PUMPING	40.00_
				TOTAL:	40.00
CATAPULT ME INC	10/30/15	2015 CAFR COVERS AND BACKS	GENERAL FUND	AUDITS AND BUDGETS	589.00
	10/30/15	2016 BUDGET TABS	GENERAL FUND	AUDITS AND BUDGETS	1,399.75_
				TOTAL:	1,988.75
DACOTAH PAPER CO	10/30/15	BAGS	LIQUOR	O-GEN MISC	274.90_
				TOTAL:	274.90
DANS ELECTRIC INC	10/30/15	BAD URG-WEST SHORE DRIVE	ELECTRIC	M-DISTR UNDERGRND LINE	60.00_
				TOTAL:	60.00
DAVIS TYPEWRITER CO INC	10/30/15	COFFEEMAKER	WATER	ADMIN OFFICE SUPPLIES	392.85_
				TOTAL:	392.85
ECHO GROUP INC	10/30/15	BALLAST FOR SHOP LIGHTS	ELECTRIC	M-DISTR STATION EQUIPM	15.27_
				TOTAL:	15.27
FERGUSON ENTERPRISES INC #226	10/30/15	PHOSPHATE PLUMBING SUPPLIE	WATER	M-PURIFY EQUIPMENT	21.57_
				TOTAL:	21.57
HAWKINS INC	10/30/15	1 TON CHLORINE	WATER	O-PURIFY	657.00_
				TOTAL:	657.00
HELLO! BOOKING INC	10/30/15	CHOO CHOO BOB PERFORMANCE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	250.00_
				TOTAL:	250.00
HOFFMAN DAVID	10/30/15	SEX TRAFFICKING CONFERENCE	GENERAL FUND	POLICE ADMINISTRATION	30.00
	10/30/15	SEX TRAFFICKING CONFERENCE	GENERAL FUND	POLICE ADMINISTRATION	15.00_
				TOTAL:	45.00
HULS HANNAH	10/30/15	REIMBURSE TRAINING MEETING	GENERAL FUND	POLICE ADMINISTRATION	27.94_
				TOTAL:	27.94
HY-VEE INC-61609 (UTILITIES)	10/30/15	SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	6.58_
				TOTAL:	6.58
MARCO	10/30/15	KONICA/A610G011(BIZHUB 284 DATA PROCESSING		COPIER/FAX	42.00_
				TOTAL:	42.00
MARTHALER FORD OF WORTHINGTON	10/30/15	OIL CHANGE UNIT #204	WATER	M-PUMPING	19.13_
				TOTAL:	19.13
MC LAUGHLIN & SCHULZ INC	10/30/15	PARK SHOP PARKING LOT	RECREATION	PARK AREAS	194.04_
				TOTAL:	194.04
MINNESOTA DEPT OF HEALTH	10/30/15	APPLICATION FEE (LAB ACCRE MUNICIPAL WASTEWAT		O-PURIFY LABORATORY	800.00_
				TOTAL:	800.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MISCELLANEOUS V AILTS ROBERT W	10/30/15	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	525.00
GONZALEZ-VALENZUELA	10/30/15	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	79.34
GONZALEZ-VALENZUELA	10/30/15	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.08
LOWE NATHAN	10/30/15	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	235.00
WEEKS DENNIS	10/30/15	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	75.00_
				TOTAL:	914.42
NIENTKERK CONSTRUCTION INC	10/30/15	PORTA POT RENTALS	RECREATION	RECREATION PROGRAMS	165.00
	10/30/15	PORTA POT RENTALS	RECREATION	PARK AREAS	400.00_
				TOTAL:	565.00
PEIL BRANDON	10/30/15	MCPA CONFERENCE REIMBURSEM	GENERAL FUND	POLICE ADMINISTRATION	87.36
	10/30/15	MCPA CONFERENCE REIMBURSEM	GENERAL FUND	POLICE ADMINISTRATION	51.00_
				TOTAL:	138.36
RUNNINGS SUPPLY INC-ACCT#9502440	10/30/15	FLASHLIGHT	WATER	O-PURIFY MISC	20.99
	10/30/15	HIGH SERVICE PUMP HARDWARE	WATER	M-PURIFY EQUIPMENT	8.47_
				TOTAL:	29.46
SHORT ELLIOTT HENDRICKSON INC	10/30/15	PROFESSIONAL FEES-WELLHEAD	WATER	O-SOURCE WELLS & SPRNG	5,124.00_
				TOTAL:	5,124.00
UNIVERSITY OF MN	10/30/15	PESTICIDE RECERTIFICATION	RECREATION	GOLF COURSE-GREEN	130.00_
				TOTAL:	130.00
USA BLUE BOOK	10/30/15	WATER TREATMENT-CHEMICAL V	WATER	M-PURIFY EQUIPMENT	414.95_
				TOTAL:	414.95
AVAST BROADBAND	10/30/15	BAC-AUDIO/VISUAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	72.71_
				TOTAL:	72.71
VERIZON WIRELESS	10/30/15	CELL PHONE SERVICE	GENERAL FUND	POLICE ADMINISTRATION	659.35
	10/30/15	CELL PHONE SERVICE	GENERAL FUND	SECURITY CENTER	81.56
	10/30/15	CELL PHONE SERVICE	GENERAL FUND	SECURITY CENTER	81.56
	10/30/15	CELL PHONE SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.48_
				TOTAL:	872.95
WORTHINGTON FOOTWEAR	10/30/15	STEEL TOE BOOTS	WATER	O-DISTR MISC	204.00_
				TOTAL:	204.00



VENDOR SORT KEY

DATE      DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

## ===== FUND TOTALS =====

101	GENERAL FUND	3,073.00
202	MEMORIAL AUDITORIUM	250.00
229	RECREATION	889.04
231	ECONOMIC DEV AUTHORITY	72.71
601	WATER	7,217.96
602	MUNICIPAL WASTEWATER	800.00
604	ELECTRIC	1,035.00
609	LIQUOR	274.90
702	DATA PROCESSING	42.00

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                    GRAND TOTAL:            13,654.61  
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TOTAL PAGES:     3

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS EQUIPMENT INC	11/06/15	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	52.88
	11/06/15	COPY CHARGE	GENERAL FUND	ECONOMIC DEVELOPMENT	52.88
		TOTAL:			105.76
ADRIAN AUTO SERVICE	11/06/15	TRIP CHARGE/LOAD UNLOAD CA	GENERAL FUND	POLICE ADMINISTRATION	200.00_
		TOTAL:			200.00
AMERICAN BOTTLING COMPANY	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	184.67_
		TOTAL:			184.67
AMERIPRIDE	11/06/15	TOWEL SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	98.37_
		TOTAL:			98.37
ARCTIC GLACIER USA INC	11/06/15	ICE	LIQUOR	NON-DEPARTMENTAL	86.07
	11/06/15	ICE	LIQUOR	NON-DEPARTMENTAL	111.96_
		TOTAL:			198.03
ARNOLD MOTOR SUPPLY	11/06/15	COMPRESSOR PLUG	RECREATION	GOLF COURSE-GREEN	6.28
	11/06/15	RETURN PLUGS	RECREATION	GOLF COURSE-GREEN	0.20-
	11/06/15	DEGREASER	RECREATION	GOLF COURSE-GREEN	37.15_
		TOTAL:			43.23
ARTISAN BEER COMPANY	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	42.00-
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	47.00
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	354.00
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	10.74-
		TOTAL:			348.26
BAHRS SMALL ENGINE	11/06/15	CARB KIT, SEAL, FLOAT	RECREATION	PARK AREAS	41.15
	11/06/15	CARB KIT, SEAL, FLOAT	RECREATION	PARK AREAS	78.00
	11/06/15	FILTER & CARB KIT	RECREATION	TREE REMOVAL	78.00
	11/06/15	FILTER & CARB KIT	RECREATION	TREE REMOVAL	41.60_
		TOTAL:			238.75
BCA CRIMINAL JUSTICE TRAINING & EDUCAT	11/06/15	DMT-G ONLINE RECERTIFICATI	GENERAL FUND	POLICE ADMINISTRATION	75.00
	11/06/15	DMT-G ONLINE RECERTIFICATI	GENERAL FUND	POLICE ADMINISTRATION	75.00
	11/06/15	DMT-G ONLINE RECERTIFICATI	GENERAL FUND	POLICE ADMINISTRATION	75.00
	11/06/15	DMT-G ONLINE RECERTIFICATI	GENERAL FUND	POLICE ADMINISTRATION	75.00_
		TOTAL:			300.00
BELLBOY CORP	11/06/15	MIX,	LIQUOR	NON-DEPARTMENTAL	445.16
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	11.79
	11/06/15	SUPPLIES	LIQUOR	O-GEN MISC	78.00_
		TOTAL:			534.95
CALVIN BERGER	11/06/15	CURB & GUTTER WORK	GENERAL FUND	PAVED STREETS	3,330.00_
		TOTAL:			3,330.00
BEVERAGE WHOLESALERS INC	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	2,318.30
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	5,710.81
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	6,145.91_
		TOTAL:			14,175.02
BHS MARKETING LLC	11/06/15	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,707.42
	11/06/15	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,004.27_
		TOTAL:			17,711.69

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BOLTON & MENK INC	11/06/15	ST EXTENSION & ST SEWER	IMPROVEMENT CONST	TH 59 N COMM/IND PARK	17,900.50
	11/06/15	PRELIM DESIGN	IMPROVEMENT CONST	OKABENA ST WATER MAIN	1,500.00_
				TOTAL:	19,400.50
BOMGAARS, JACLIN	11/06/15	REIMBURSE SAFE HARBOR CONF	GENERAL FUND	POLICE ADMINISTRATION	20.00_
				TOTAL:	20.00
MARK ROBERT BRODIN	11/06/15	A/V SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	382.50
	11/06/15	MARK ROBERT BRODIN	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	170.10
	11/06/15	A/V SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	142.50
	11/06/15	A/V SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	75.00
	11/06/15	A/V SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	272.40_
				TOTAL:	1,042.50
CARLOS CREEK WINERY	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	984.00_
				TOTAL:	984.00
CHAMBER OF COMMERCE	11/06/15	SASSY SATURDAY SPONSORSHIP	LIQUOR	O-GEN MISC	125.00
	11/06/15	LODGING TAX-SEPT	TOURISM PROMOTION	LODGING TAX/TOURISM	20,268.46_
				TOTAL:	20,393.46
CITIZEN PUBLISHING CO INC	11/06/15	SASSY SATURDAY AD	LIQUOR	O-GEN MISC	57.00_
				TOTAL:	57.00
COCA-COLA ENTERPRISES-MIDWEST DIVISION	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	164.32
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	107.22_
				TOTAL:	271.54
CONCRETE MATERIALS	11/06/15	COLD MIX	GENERAL FUND	PAVED STREETS	1,236.90_
				TOTAL:	1,236.90
COOPERATIVE ENERGY CO- ACCT # 5910807	11/06/15	TRACT INDOL ISO	GENERAL FUND	PAVED STREETS	55.15
	11/06/15	DIESEL AND UNLEADED GAS	RECREATION	GOLF COURSE-GREEN	1,690.06
	11/06/15	MOWER ANTI-FREEZE	RECREATION	PARK AREAS	11.84
	11/06/15	GENERATOR AUTO GOLD 10W30	RECREATION	PARK AREAS	3.28_
				TOTAL:	1,760.33
COOPERATIVE ENERGY CO- ACCT# 05412019	11/06/15	FUEL FOR GENERATORS	ELECTRIC	O-SOURCE FUEL	12,900.00_
				TOTAL:	12,900.00
CULLIGAN WATER COND CO	11/06/15	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	101.50
	11/06/15	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	11/06/15	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	11/06/15	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	11/06/15	SALT	GENERAL FUND	CENTER FOR ACTIVE LIVI	30.00
	11/06/15	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	11/06/15	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	11/06/15	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	32.33
	11/06/15	SALT	LIQUOR	O-GEN MISC	19.24_
				TOTAL:	279.57
DACOTAH PAPER CO	11/06/15	BAGS, SUPPLIES	LIQUOR	O-GEN MISC	385.58_
				TOTAL:	385.58
DAILY GLOBE	11/06/15	SUBSCRIPTION	GENERAL FUND	ADMINISTRATION	184.20_
				TOTAL:	184.20

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
DAKOTA SUPPLY GROUP INC	11/06/15	METER CONNECTION SUPPLIES	WATER	M-DISTR METERS	3,423.16_
				TOTAL:	3,423.16
DANS ELECTRIC INC	11/06/15	CHECK GENERATOR BATTERY CH AIRPORT		O-GEN MISC	60.00_
				TOTAL:	60.00
DAVIS TYPEWRITER CO INC	11/06/15	TAPE	GENERAL FUND	CLERK'S OFFICE	6.44
	11/06/15	POST IT	GENERAL FUND	CLERK'S OFFICE	12.29
	11/06/15	BINDER CLIP	GENERAL FUND	CLERK'S OFFICE	0.90
	11/06/15	TNT & BUDGET COVERS	GENERAL FUND	AUDITS AND BUDGETS	10.00
	11/06/15	KLEENEX TISSUE	GENERAL FUND	GENERAL GOVT BUILDINGS	47.38
	11/06/15	CUPS	GENERAL FUND	GENERAL GOVT BUILDINGS	3.99
	11/06/15	CUPS	GENERAL FUND	GENERAL GOVT BUILDINGS	58.80
	11/06/15	PEN, ROLLBALL	GENERAL FUND	SECURITY CENTER	7.86
	11/06/15	PEN, ROLLBALL	GENERAL FUND	SECURITY CENTER	7.86
	11/06/15	PAD, MESSAGE	GENERAL FUND	SECURITY CENTER	3.09
	11/06/15	PAD, MESSAGE	GENERAL FUND	SECURITY CENTER	3.10
	11/06/15	BATTERIES, TOWELS, PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	251.80
	11/06/15	PEN, ROLLBALL, TONER	LIQUOR	O-GEN MISC	135.62_
				TOTAL:	549.13
DEPUTY REGISTER #33	11/06/15	LICENSE FORFEITED VEHICLE	GENERAL FUND	POLICE ADMINISTRATION	20.75_
				TOTAL:	20.75
DIAMOND VOGEL PAINT	11/06/15	BEACH RESTROOM BRUSH	RECREATION	SWIMMING BEACHES	7.12
	11/06/15	BEACH RESTROOM PAINT, SUPP	RECREATION	SWIMMING BEACHES	105.58
	11/06/15	BEACH RESTROOM BRUSH	RECREATION	SWIMMING BEACHES	9.36
	11/06/15	BEACH RESTROOM EPOXY, SUPP	RECREATION	PARK AREAS	310.71
	11/06/15	PAINTING SUPPLIES	RECREATION	PARK AREAS	3.84
	11/06/15	PAINT BARRELS	RECREATION	PARK AREAS	36.29
	11/06/15	PAINT	STORM WATER MANAGE	STREET CLEANING	46.46_
				TOTAL:	519.36
DOLL DISTRIBUTING LLC	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	2,311.35
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	806.40
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	73.55
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	105.00
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	8,640.75
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	8,049.85
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	13.60-
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	1,577.35
	11/06/15	WATER	LIQUOR	O-GEN MISC	120.00_
				TOTAL:	21,670.65
ECHO GROUP INC	11/06/15	CABLE TIES-WINTER PLASTIC	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	19.93
	11/06/15	CABLE TIES-WINTER PLASTIC	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	39.86
	11/06/15	DIMMER SWITCH	ELECTRIC	ACCTS-RECORDS & COLLEC	26.43_
				TOTAL:	86.22
ECUMEN THE MEADOWS	11/06/15	LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	948.00_
				TOTAL:	948.00
ENVIRONMENTAL EQUIPMENT & SERVICE INC	11/06/15	PART FOR 408	STORM WATER MANAGE	STREET CLEANING	298.10_
				TOTAL:	298.10
FASTENAL COMPANY	11/06/15	PARTS	GENERAL FUND	SIGNS AND SIGNALS	7.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/06/15	PARTS	GENERAL FUND	SIGNS AND SIGNALS	14.91
	11/06/15	BOLTS	ELECTRIC	O-DISTR MISC	6.45_
				TOTAL:	28.46
FIFE WATER SERVICES INC	11/06/15	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,952.80_
				TOTAL:	9,952.80
GOPHER ALARMS LLC	11/06/15	CLUBHOUSE ALARM REPAIR	RECREATION	GOLF COURSE-CLUBHOUSE	688.28
	11/06/15	ALARM MONITORING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	76.95_
				TOTAL:	765.23
GOPHER STATE ONE CALL INC	11/06/15	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	47.90
	11/06/15	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	47.90
	11/06/15	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	95.80_
				TOTAL:	191.60
GRAHAM TIRE OF WORTHINGTON INC	11/06/15	502 OIL CHANGE	RECREATION	PARK AREAS	13.06
	11/06/15	502 OIL CHANGE	RECREATION	PARK AREAS	11.00
	11/06/15	505 OIL CHANGE	RECREATION	PARK AREAS	13.96
	11/06/15	505 OIL CHANGE	RECREATION	PARK AREAS	11.00
	11/06/15	434 OIL CHANGE	RECREATION	PARK AREAS	16.56
	11/06/15	434 OIL CHANGE	RECREATION	PARK AREAS	11.00
	11/06/15	4100 TORO	RECREATION	PARK AREAS	190.00_
				TOTAL:	266.58
GRAND VIEW LODGE	11/06/15	CONFERENCE	GENERAL FUND	POLICE ADMINISTRATION	76.96_
				TOTAL:	76.96
I & S GROUP INC	11/06/15	PRELIM ENGIN REPORT	IMPROVEMENT CONST	GRAND AVE N	2,900.00_
				TOTAL:	2,900.00
INDIAN ISLAND WINERY	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	361.44_
				TOTAL:	361.44
J & K WINDOWS	11/06/15	OCTOBER CLEANING	LIQUOR	O-GEN MISC	32.06_
				TOTAL:	32.06
JAYCOX IMPLEMENT INC	11/06/15	KUBOTA PARTS	RECREATION	PARK AREAS	157.82
	11/06/15	KUBOTA FAN SHIELD, HOUSING	RECREATION	PARK AREAS	928.65
	11/06/15	TOOLCAT LIGHT	RECREATION	PARK AREAS	6.31_
				TOTAL:	1,092.78
JERRY'S AUTO SUPPLY	11/06/15	GREASE	STORM WATER MANAGE	STORM DRAINAGE	7.98
	11/06/15	VACTOR PARTS	STORM WATER MANAGE	STORM DRAINAGE	15.35
	11/06/15	VACTOR SOCKET, PLUG	STORM WATER MANAGE	STORM DRAINAGE	13.35_
				TOTAL:	36.68
JOHNSON BROTHERS LIQUOR CO	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	26.62
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,259.95
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,099.55
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	41.35
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	21.99
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	41.30
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	322.50
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,056.79
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	6,673.65

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	6,043.40
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	91.66-
	11/06/15	BEER	LIQUOR	NON-DEPARTMENTAL	11.88-
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	351.41-
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	133.05-
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	83.42
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	43.16
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	9.96
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	9.96
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	99.61
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	182.90
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	104.59
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
				TOTAL:	25,531.04
KARLS CARQUEST AUTO PARTS INC	11/06/15	BULB	GENERAL FUND	POLICE ADMINISTRATION	69.96_
				TOTAL:	69.96
KM GRAPHICS	11/06/15	SNOW/ICE BROCHURES	GENERAL FUND	ICE AND SNOW REMOVAL	310.09_
				TOTAL:	310.09
LAMPERTS YARDS INC-2600013	11/06/15	FOAM	ELECTRIC	M-DISTR UNDERGRND LINE	11.98_
				TOTAL:	11.98
LAMPERTS YARDS INC-2602004	11/06/15	OUTDOOR CEDAR	GENERAL FUND	PAVED STREETS	14.98
	11/06/15	LAKEFRONT DOCK	GENERAL FUND	LAKE IMPROVEMENT	16.27_
				TOTAL:	31.25
LARSON CRANE SERVICE INC	11/06/15	'12 SEWER/WATER RECON #7 F WATER		NON-DEPARTMENTAL	775.00
	11/06/15	'13 SEWER/WATER RECON #12 WATER		NON-DEPARTMENTAL	1,734.61
	11/06/15	'14 SANITARY SEWER #6 FINA MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	854.13
	11/06/15	'15 SANIATRY SEWER MANHOLE MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	877.21-
	11/06/15	'15 SANIATRY SEWER MANHOLE MUNICIPAL WASTEWAT PROJECT #17			17,544.10_
				TOTAL:	20,030.63
LAW ENFORCEMENT LABOR SERVICES INC #27	11/06/15	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	235.00_
				TOTAL:	235.00
LINCOLN-PIPESTONE RURAL WATER SYSTEM	11/06/15	OCTOBER '15 WATER PURCHASE WATER		O-SOURCE MISC	35,985.60
	11/06/15	OCTOBER '15 WATER PURCHASE WATER		O-SOURCE MISC	39,611.52_
				TOTAL:	75,597.12
MAKRAM TAMMY	11/06/15	REIMBURSE MN PRESENTERS MT MEMORIAL AUDITORIUM		MEMORIAL AUDITORIUM	308.40_
				TOTAL:	308.40
MARCO	11/06/15	SERVICE/SUPPLY-SHARP MX500 WATER		ACCTS-RECORDS & COLLEC	70.92
	11/06/15	SERVICE/SUPPLY-SHARP MX500 MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	70.92
	11/06/15	SERVICE/SUPPLY-SHARP MX500 ELECTRIC		ACCTS-RECORDS & COLLEC	141.84_
				TOTAL:	283.68
MINNESOTA ENERGY RESOURCES CORP	11/06/15	GAS SERVICE	GENERAL FUND	PAVED STREETS	57.33
	11/06/15	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	75.26
	11/06/15	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	45.50
	11/06/15	GAS SERVICE	WATER	O-DISTR MISC	18.50
	11/06/15	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	152.39
	11/06/15	GAS SERVICE	AIRPORT	O-GEN MISC	64.94

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/06/15	GAS SERVICE	AIRPORT	O-GEN MISC	61.29_
				TOTAL:	475.21
MINNESOTA VALLEY TESTING LABS INC	11/06/15	OCTOBER SALTY DISCHARGE TE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	135.00
	11/06/15	4TH QR MERCURY TESTING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	378.00
	11/06/15	SOIL SAMPLE	MUNICIPAL WASTEWAT	O-PURIFY MISC	38.00_
				TOTAL:	551.00
MISCELLANEOUS V AREVALO GARCIA EVER E	11/06/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	82.00
AREVALO GARCIA EVER E	11/06/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.08
GL MANAGEMENT MN LLC	11/06/15	LIGHTING EFFICIENCY REBATE ELECTRIC		CUSTOMER INSTALL EXPEN	2,166.00
HANSEN KENDRA M	11/06/15	REFUND OF CREDITS-ACCTS FI ELECTRIC		NON-DEPARTMENTAL	66.49
SAYSIRISANH SANTISOUK	11/06/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	47.48
SAYSIRISANH SANTISOUK	11/06/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.08_
				TOTAL:	2,362.13
MN CHILD SUPPORT PAYMENT CTR	11/06/15	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	461.46
	11/06/15	GARNISHMENT	WATER	NON-DEPARTMENTAL	294.46_
				TOTAL:	755.92
MORGAN CREEK VINEYARDS	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	78.84_
				TOTAL:	78.84
MURRAY COUNTY SHERIFFS OFFICE	11/06/15	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
NICOLE KEMPEMA'S CLEANING AND ORGANIZI	11/06/15	CLEANING 10/30/15	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	81.00
	11/06/15	CLEANING 10-16	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	94.50
	11/06/15	CLEANING 10-17	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	54.00
	11/06/15	CLEANING 10/17	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	54.00
	11/06/15	CLEANING 10/20	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	108.00_
				TOTAL:	391.50
NOBLES COUNTY	11/06/15	COMPUTER/MONITOR LEASES	GENERAL FUND	ADMINISTRATION	350.00
	11/06/15	COMPUTER/MONITOR LEASES	GENERAL FUND	CLERK'S OFFICE	350.00
	11/06/15	COMPUTER/MONITOR LEASES	GENERAL FUND	ACCOUNTING	1,000.00
	11/06/15	COMPUTER/MONITOR LEASES	DATA PROCESSING	DATA PROCESSING	1,300.00_
				TOTAL:	3,000.00
NOBLES COUNTY AUDITOR/TREASURER	11/06/15	LONG DISTANCE, POSTAGE	GENERAL FUND	POLICE ADMINISTRATION	611.99
	11/06/15	OCTOBER LEGAL SERVICES	GENERAL FUND	PROSECUTION	13,983.23
	11/06/15	SOLID WASTE-SEPTEMBER	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,170.00_
				TOTAL:	21,765.22
NOBLES COUNTY SHERIFF	11/06/15	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
PEPSI COLA BOTTLING CO	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	35.85
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	135.80
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	27.00_
				TOTAL:	225.65
PHILLIPS WINE & SPIRITS INC	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	880.00-
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,677.20
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	618.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,181.77
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	457.65
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	19.92-
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	46.07
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	21.58
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	16.97
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	16.60_
				TOTAL:	4,136.42
PIPESTONE COUNTY SHERIFF OFFICE	11/06/15	3RD QTR REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	11,500.00_
				TOTAL:	11,500.00
TRACOM CORP	11/06/15	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	464.40_
				TOTAL:	464.40
ROBINSON STEVE	11/06/15	TRAVEL REIMBURSEMENT	GENERAL FUND	ADMINISTRATION	254.50_
				TOTAL:	254.50
ROSENBERG SCOTT	11/06/15	TRAVEL REIMBURSEMENT	RECREATION	TREE REMOVAL	17.11_
				TOTAL:	17.11
RUNNINGS SUPPLY INC-ACCT#9502440	11/06/15	PACKAGING TAPE-WATER SAMPL	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	7.17
	11/06/15	EXTENSION CORD-HEATER BOX	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	24.99
	11/06/15	SHOP VAC FILTER BAGS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	19.99
	11/06/15	3/4" BALL VALVE-DRY WELL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2.99_
				TOTAL:	55.14
RUNNINGS SUPPLY INC-ACCT#9502485	11/06/15	FLASHLIGHT BATTERIES	GENERAL FUND	PAVED STREETS	51.92
	11/06/15	TOILET HANDLE	RECREATION	GOLF COURSE-CLUBHOUSE	4.99
	11/06/15	BULBS, TUBING	RECREATION	GOLF COURSE-GREEN	20.97
	11/06/15	SPRAYER FITTING	RECREATION	GOLF COURSE-GREEN	2.68
	11/06/15	BULBS, SPRAY PAINT	RECREATION	GOLF COURSE-GREEN	49.30
	11/06/15	BOOSTER CABLES	RECREATION	PARK AREAS	29.99
	11/06/15	KUBOTA PARTS	RECREATION	PARK AREAS	5.60
	11/06/15	GOVES, TAPE	STORM WATER MANAGE	STORM DRAINAGE	24.48_
				TOTAL:	189.93
SANFORD HEALTH NETWORK	11/06/15	BLS INST RENEW	GENERAL FUND	POLICE ADMINISTRATION	5.00
	11/06/15	BLS PROVIDER INST	GENERAL FUND	POLICE ADMINISTRATION	50.00
	11/06/15	HAND SANITIZERS	GENERAL FUND	POLICE ADMINISTRATION	44.56_
				TOTAL:	99.56
SCHAAAP SANITATION INC	11/06/15	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	112.86
	11/06/15	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	89.23
	11/06/15	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.60
	11/06/15	MONTHLY SERVICE	GENERAL FUND	CODE ENFORCEMENT	78.53
	11/06/15	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	48.78
	11/06/15	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	109.56
	11/06/15	MONTHLY SERVICE	RECREATION	PARK AREAS	576.68
	11/06/15	MONTHLY SERVICE	WATER	O-DISTR MISC	146.66
	11/06/15	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	225.00
	11/06/15	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	162.50
	11/06/15	MONTHLY SERVICE	LIQUOR	O-GEN MISC	146.47
	11/06/15	MONTHLY SERVICE	AIRPORT	O-GEN MISC	85.89
	11/06/15	SOLID WASTE-SEPTEMBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	63,842.65
	11/06/15	SOLID WASTE-SEPTEMBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	12,941.85



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/06/15	SOLID WASTE-SEPTEMBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	260.48-
	11/06/15	SOLID WASTE-SEPTEMBER	GARBAGE COLLECTION	CODE ENFORCEMENT	4,158.60_
				TOTAL:	82,569.38
SCHOLTES MOTORS INC	11/06/15	BRAKE PADS & ROTORS	GENERAL FUND	ENGINEERING ADMIN	326.65_
				TOTAL:	326.65
SCHWALBACH #4465	11/06/15	BATTERIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	16.55_
				TOTAL:	16.55
SCHWALBACH ACE HARDWARE-5930	11/06/15	ANTI-FREEZE	RECREATION	PARK AREAS	41.86_
				TOTAL:	41.86
SCHWALBACH ACE #6067	11/06/15	UPS SOIL SAMPLE	MUNICIPAL WASTEWAT	O-PURIFY MISC	11.44
	11/06/15	QUIKRETE - MH REPAIRS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	25.96
	11/06/15	QUIKRETE - MH REPAIRS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	77.88
	11/06/15	QUIKRETE - MH REPAIRS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	25.96
	11/06/15	WINDOW GLAZING CAULK-DIGES	MUNICIPAL WASTEWAT	M-PURIFY STRUCTURES	15.98
	11/06/15	SHOP VAC BAGS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.99
	11/06/15	KEYS	ELECTRIC	M-DISTR UNDERGRND LINE	3.99
	11/06/15	BATTERIES	ELECTRIC	ACCTS-RECORDS & COLLEC	10.99_
				TOTAL:	180.19
SHINE BROS CORP OF MN	11/06/15	ENTRANCE SIGNS	GENERAL FUND	SIGNS AND SIGNALS	490.62
	11/06/15	SCH 80 BLACK PIPE	GENERAL FUND	LAKE IMPROVEMENT	224.18
	11/06/15	METAL-BRACKETS MH'S	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	69.73_
				TOTAL:	784.53
SOUTHERN WINE & SPIRITS OF MINNESOTA	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,715.23
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	58.77
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,467.16
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	53.84
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	60.75_
				TOTAL:	5,356.21
SOUTHWEST MINNESOTA HOUSING PARTNERSHI	11/06/15	CDAP-12-0071-O-FY13 #29	SMALL CITIES GRANT	SW MN HOUSING	6,488.00_
				TOTAL:	6,488.00
ROBIN STOYKE	11/06/15	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	52.80_
				TOTAL:	52.80
STUART C IRBY CO	11/06/15	METER SOCKETS	ELECTRIC	FA DISTR METERS	343.37_
				TOTAL:	343.37
SURE GLOW	11/06/15	GLOW STICKS	GENERAL FUND	DARE	251.18_
				TOTAL:	251.18
THYSSENKRUPP ELEVATOR CORP	11/06/15	QUARTERLY ELEVATOR SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	371.70_
				TOTAL:	371.70
TYLER TECHNOLOGIES	11/06/15	ANNUAL MAINTENANCE	DATA PROCESSING	NON-DEPARTMENTAL	8,388.95
	11/06/15	ANNUAL MAINTENANCE	DATA PROCESSING	DATA PROCESSING	762.60_
				TOTAL:	9,151.55
VANTAGEPOINT TRANSFER AGENTS-457	11/06/15	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	62.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	62.00
VERIZON WIRELESS	11/06/15	MONTHLY CELL SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.05
	11/06/15	MONTHLY CELL SERVICE	GENERAL FUND	ADMINISTRATION	58.66
	11/06/15	MONTHLY CELL SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.10
	11/06/15	MONTHLY CELL SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.23
	11/06/15	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	542.22
	11/06/15	MONTHLY CELL SERVICE	GENERAL FUND	PAVED STREETS	177.22
	11/06/15	MONTHLY CELL SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.05
	11/06/15	MONTHLY CELL SERVICE	RECREATION	PARK AREAS	36.05
	11/06/15	MONTHLY CELL SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.05
				TOTAL:	1,011.63
WIETZEMA TODD	11/06/15	TRAVEL REIMBURSEMENT	RECREATION	TREE REMOVAL	15.06
				TOTAL:	15.06
WINE MERCHANTS	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	339.00
	11/06/15	WINE	LIQUOR	NON-DEPARTMENTAL	3,515.00
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	4.98
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	71.39
				TOTAL:	3,930.37
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	11/06/15	BER	LIQUOR	NON-DEPARTMENTAL	61.50
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,208.20
	11/06/15	MIX	LIQUOR	NON-DEPARTMENTAL	73.57
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	50.01
	11/06/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	86.01
	11/06/15	FREIGHT	LIQUOR	O-SOURCE MISC	42.55
				TOTAL:	3,249.80
WORTHINGTON AUTO SUPPLY	11/06/15	BATTERY SQUAD 13-22	GENERAL FUND	POLICE ADMINISTRATION	110.50
				TOTAL:	110.50
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	11/06/15	MEDIACOM FRANCHISE FEE PMT	CABLE TELEVISION	CABLE	6,461.63
				TOTAL:	6,461.63
WORTHINGTON ELECTRIC INC	11/06/15	SERVICE CALL PUMP FAULT	RECREATION	GOLF COURSE-GREEN	50.00
	11/06/15	REWired WATER HEATER	WATER	M-PURIFY EQUIPMENT	778.17
	11/06/15	DRU INSTALL 821 PERSHING	ELECTRIC	FA DISTR METERS	63.86
				TOTAL:	892.03
WORTHINGTON PLUMBING & HEATING	11/06/15	WATER HEATER	AIRPORT	O-GEN MISC	170.00
	11/06/15	WATER HEATER	AIRPORT	O-GEN MISC	682.09
				TOTAL:	852.09
YMCA	11/06/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,848.15
	11/06/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	441.23
	11/06/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,856.99
				TOTAL:	4,146.37

VENDOR SORT KEY

DATE     DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

## ===== FUND TOTALS =====

101	GENERAL FUND	31,619.61
202	MEMORIAL AUDITORIUM	2,151.36
204	SMALL CITIES GRANT	6,488.00
207	PD TASK FORCE	34,500.00
229	RECREATION	5,464.30
231	ECONOMIC DEV AUTHORITY	122.45
401	IMPROVEMENT CONST	22,300.50
601	WATER	82,904.50
602	MUNICIPAL WASTEWATER	19,034.47
604	ELECTRIC	17,109.67
605	INDUSTRIAL WASTEWATER	27,664.49
606	STORM WATER MANAGEMENT	405.72
609	LIQUOR	82,137.86
612	AIRPORT	1,124.21
702	DATA PROCESSING	10,451.55
872	CABLE TELEVISION	6,461.63
873	GARBAGE COLLECTION	80,682.62
878	WASTE MANAGEMENT COLL	7,170.00
882	TOURISM PROMOTION	20,268.46

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GRAND TOTAL:            458,061.40  
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