

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, December 14, 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 Regular Meeting November 23, 2015
2. MINUTES OF BOARDS AND COMMISSIONS
  - a. Water and Light Commission Minutes of November 30, 2015
  - b. Planning Commission/Board of Appeals Minutes of December 1, 2015
  - c. NEON Committee Minutes of November 12, 2015
3. FINANCIAL STATEMENTS (ORCHID)
  - a. Municipal Liquor Store Income Statement for the Period January 1, 2015 through November 30, 2015
4. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

**Case Items**

1. Application for Exemption from Lawful Gambling Permit - Worthington Area YMCA
2. Application for Exemption from Lawful Gambling Permit - Minnesota West Foundation
3. Additional 2016 License Renewal Applications
4. Audit Engagement Letter

**b. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)**

Case Item

1. 2016 Industrial Wastewater Treatment Fund Budget

**5. 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 (WHITE)**

Case Items

1. Resolutions Approving 2015 Tax Levies Collectible in 2016
2. 2016 Budget Resolution
3. Second Reading Proposed Ordinance Amending Title V, Chapter 54, Section 54.04 (C) of the Worthington City Code - Storm Water Utility Rates
4. Resolution in Support of Increasing Local Government Aid
5. Nominating Committee Recommendations for Committee Appointments/Reappointments

**F. CITY COUNCIL BUSINESS - PUBLIC UTILITIES - (YELLOW)**

Case Items

1. 2016 Utility Department Strategic Financial Plans

**G. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)**

Case Items

1. YMCA 2016 Summer Youth Recreation Programs Agreement
2. 2016 Olson Park Campground Rates and Park User Fees
3. Adopt Resolutions Accepting Park Bench Donations

**H. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)**

Case Items

1. Approve Plans and Authorize Advertisement for Bids for Grand Avenue Street and Sidewalk Extensions
2. Approve Plans and Authorize Advertisement for Rebids of 2015 State Aid Street Overlays Project
3. Designation of Municipal State Aid Street and County State Aid Highway
4. Order Preparation of Report on Proposed Street Reconstruction Improvement Study

**I. CITY COUNCIL BUSINESS - COMMUNITY/EC DEVELOPMENT (GRAY)**

Case Items

1. 2016 Minnesota City Participation Program Application
2. First Reading - Change of Zone - 500 and 620 Stower Drive
3. Special Use Permit Application - 2001 Nobles Street
4. Site Preparation Assistance Extension
5. First Reading - Change of Zone - 1720 Burlington Avenue
6. Comprehensive Plan Amendment
7. Event Center Rental Fee Adjustments

**J. 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

**K. CITY ADMINISTRATOR REPORT**

**L. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, NOVEMBER 23, 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; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk; Brett Wilttrout, Public Safety Department; Kris Hohensee, Managing Director Center for Active Living.

Others present: Julie Buntjer, Daily Globe; Justine Wettschreck, KWOA; Todd Frager, Northland Cinema; Anna Raetz; Zachariah Martinez; Isabela Cherry; Kevin Donovan; Jason Vote; Darlene Macklin, Worthington Area Chamber of Commerce.

The Pledge of Allegiance was recited.

**HONORARY COUNCIL MEMBER**

Mayor Kuhle presented Amy Ernst with a Certificate of Appreciation for her service as Honorary Council Member for the months of September, October and November, 2015. Ms. Ernst thanked Council for the opportunity, and noted it was a good experience.

**AGENDA CLOSED/APPROVED WITH ADDENDUM**

Staff requested additions to the agenda of item E.5 - *Discussion with Todd Frager - Northland Cinema* and the addition of item E.6 - Change of Date for Holiday Parade Street Closure to the agenda.

The motion was made by Council Member Graber, seconded by Council Member Sankey and unanimously carried to close/approve the agenda with the additions as requested.

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Special Meeting November 4, 2015; City Council Minutes of Regular Meeting November 9, 2015; City Council/Nobles County Commission Minutes of Special Joint Meeting November 16, 2015
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting November 9, 2015; Worthington Economic Development Authority Minutes of November 9, 2015; Center for Active Living Committee Minutes of November 9, 2015; NEON Committee Minutes of October 8, 2015; Worthington Convention and Visitors Bureau Board of Directors Minutes of September 30, 2015; Heron Lake Watershed Board



- of Directors Minutes of September 15, 2015; Worthington Housing and Redevelopment Authority Board Minutes of Regular Meeting October 13, 2015
- Municipal Liquor Store Income Statement for the Period January 1, 2015 through October 31, 2015
- Additional 2016 License Renewals:
  - Off-Sale Beer - Walmart Stores, Inc. - Walmart Super Center #2820, 1055 Ryan's Road
  - On-Sale Beer - El Taco Restaurant, Jose Maldonado, 420 Tenth Street
- Approved the City as Fiscal Agent for an Art Legacy Project Grant through the Southwest Minnesota Arts Council for the proposed Crailsheim Bridge Sculpture
- Bills payable and totaling \$913,214.01 be ordered paid

#### **MAAP STARS PRESENTATION AND INVITATION**

Anne Raetz, English Teacher and Minnesota Association of Alternative Programs - Success, Teamwork, Achievement, Recognition and Self Esteem (MAAP STARS) Advisor at the Worthington Area Learning Center, and Zachariah Martinez and Isabela Cherry, students at the ALC, were at the meeting and spoke to Council about the ALC, the MAAP STARS Leadership organization and what it has done for them - they want to change the perception that ALC kids are bad kids. The group will be hosting a viewing of the movie "Paper Tigers", which tells the story about ALC students at Lincoln High School in Walla Walla, Washington. The viewing will be at 7:00 p.m. on December 3<sup>rd</sup> at the Minnesota West Theater. Council was invited to attend the viewing and listen to the individual stories of the students who will be speaking there.

#### **REQUEST FOR PARTNERSHIP - BOUNTIFUL BASKETS FOOD COOP**

Council considered a proposed agreement with Bountiful Baskets Food Coop that would allow the Coop to distribute filled orders for fresh produce, purchased directly from farmers, from the Center for Active Living. Several Council Members expressed concern that it would put the City in the position of competing with the local stores, and noted that we require our other farmers market participants to be registered. In response to a question from Council, Kris Hohensee, Managing Director of the CAL, said Bountiful Baskets is a non-profit group, and there would be no fees collected from them. There would be no liability to the City.

The motion was made by Council Member Harmon and seconded by Council Member Nelson to approve a six-month trial partnership with Bountiful Baskets Food Coop for food distribution at the Center for Active Living, with the following Council Members voting in favor of the motion: Nelson, Graber, Harmon; and the following Council Members voting against the same: Janssen, Sankey. Motion carried.

#### **NON-APPROPRIATION OF FUNDS FOR PRAIRIE VIEW GOLF COURSE**

Based on Council consensus at the October 28, 2015 Special City Council meeting, staff was requesting that Council take official action to not budget or appropriate funds for Prairie View Golf Links in fiscal year 2016.

The motion was made by Council Member Nelson, seconded by Council Member Sankey and unanimously carried to discontinue funding and close the Prairie View Golf Course, that the City should move forward with plans to sell or auction all golf course equipment to include the irrigation system, and that the City will put together a committee, to include several City Council persons, to determine the best future land usage with emphasis on water quality.

### **FIRST READING PROPOSED ORDINANCE TO AMEND STORM WATER UTILITY RATES**

At their November 9, 2015 meeting, Council approved the 2016 Storm Water budget and also gave a first reading to a proposed ordinance relating to storm water utility rates as follows:

#### **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.

However, City Charter requires that within one week of the reading, notification of the proposed ordinance pending before Council be published in the official newspaper. The publication was overlooked, therefore, staff was requesting that Council once again give a first reading to the proposed ordinance. The second and third readings and subsequent adoption will be completed at the December regular City Council meetings, with the ordinance scheduled to take effect January 1, 2016.

The motion was made by Council Member Sankey, seconded by Council Member Nelson and unanimously carried to give a first reading to the proposed ordinance amending storm water utility rates.

### **DISCUSSION WITH TODD FRAGER - NORTHLAND CINEMA**

Todd Frager, owner of the Northland Cinema, had requested time to speak to Council regarding the closing of the Northland Cinema and the stalled plans for completion of a new theater by Brian Pellowski, owner of the Northland Mall. Mr. Frager said the delay caused by the City is not only costing him money, but risks the possibility of Worthington not having a theater at all - and the negative article in the paper wasn't helping anything either. He wanted to know if the City was still

intending to work with Brian Pellowski, and, if the City was planning on working with other developers not on the mall site, who were they - would TIF benefit him like with the mall? Mayor Kuhle said the City was still working with PBK and that we're now waiting for the third party assessment that Mr. Pellowski requested. He also stated that it was PBK that closed the mall, not the City of Worthington. When asked if he would work with another group for a theater if one came forward, Mr. Frager replied that he is currently still working with Brian. He expressed concern that there was posturing by the City so it doesn't look bad if it doesn't work. Mayor Kuhle reminded Mr. Frager that the City had provided a \$1.2 million loan to Mr. Pellowski that allowed him to purchase the mall from the previous owner, and has worked all summer to come up with something to make this work. We've worked hard with bond counsel - we've just set some boundaries is all. Mr. Frager said he has an important meeting next Tuesday and would be making a decision after that. Council Member Sankey said he was disappointed that the theater is closed, but the ball is in PBK's court.

### **RESCHEDULE OF STREET CLOSURE FOR HOLIDAY PARADE APPROVED**

At their November 9, 2015 meeting, Council approved the following street closure for the Holiday Parade scheduled for Friday, November 20<sup>th</sup>, from 3:00 p.m. to 8:00 p.m.:

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

Due to inclement weather, the celebration was rescheduled to Tuesday, December 1, 2015. Staff was requesting Council approval of the change of date for the street closure for the Holiday Parade.

The motion was made by Council Member Harmon, seconded by Council Member Graber and unanimously carried to approve the change in date for the street closure to December 1, 2015 for the rescheduled Holiday Parade.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - Reported on the CGMC conference he attended in Alexandria - there is a big push on to restore LGA levels to what they were in 2002. He attended a Citizenship workshop on Saturday, 17 people were there.

Council Member Nelson - Attended the joint City/County meeting last Monday. HRA met last Tuesday - 7 units are still available in the new complex - the per unit build cost is \$134,830. They came within one-half % of their modified budget and they are still going to request a refund of the sales tax. He thanked those that worked to put the project together. A warranty walk-through will

be completed after 11 months. Park Board meeting - MVTV will install a hot spot at Olson Park at no charge to the City.

Council Member Graber - The Auditorium Board met November 10<sup>th</sup>, they are excited about the Brulé and Symphony concerts on Tuesday, which are sold out. Went to the Chamber mixer at the Center for Active Living and also attended the joint City/County meeting. November 17<sup>th</sup> attended a Chamber / CVB meeting and heard a presentation by John Landgaard regarding school priorities. The Chamber annual meeting is scheduled for January 29<sup>th</sup>, and they discussed the importance of hockey tournaments in town and generating revenue. Also the possibility of Senior Games being hosted here in Worthington during 2018. November 18<sup>th</sup> the Public Arts Commission met with Brady Haugen on the Crailsheim Bridge and the Event Center Globe. A grant will be written for the Globe project.

Council Member Janssen - Attended the NEON meeting on November 12<sup>th</sup> - they are working on the final draft for the Legislative Priorities and will be meeting on that in December. Attended the joint City/County meeting, and also went to the School Board meeting.

Council Member Harmon - Attended the same meetings as Council Member Janssen - also attended the CGMC conference. Water and Light Commission meeting was moved to November 30<sup>th</sup> - the well level in well #26 came up 7".

Council Member Sankey - Attended the NEON meeting, and would like Broadband added to the Legislative Priorities list. The School District was there pushing their need for a new school. The old Bigelow school is going to Like Life Ministries. On the 16<sup>th</sup> he attended the joint City/County meeting, and the Heron Lake Watershed District meeting on November 17<sup>th</sup> - there will be a hearing for the Jackson County Ditch on December 10<sup>th</sup>. A sediment reduction grant will be applied for, and they tabled a vote on a land donation from the Engler family. A grant was given for a cover crop study. The Board went into closed session for the help's wages. Attended a Broadband Border to Border three day meeting the 18<sup>th</sup> through the 20<sup>th</sup> - very informative.

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

Steve Robinson, City Administrator, reported that Brian Kolander and his Accounting Department were awarded a Certificate of Achievement for Excellence in Reporting from the Government Finance Officers Association - the highest form of recognition in that field. The Public Arts Commission will be submitting a grant in December for the bridge sculpture project, then again in March for the globe sculpture project at the Event Center, which will require a 20% match. Financial statements for Olson Park show revenues to be \$18,000, or 32%, ahead last year. The Liquor Store revenues are \$184,000, or 6.7% ahead of last year, with net profits at \$44,000, or 6.7% over last year. As an informational item, Mr. Robinson reported that Worthington has established 16 TIF districts - 12 for housing, one for Oxford Labs, one for Oxford Street redevelopment, one for Bedford - Technologies, and one for the Northland Mall.

### **ADJOURNMENT**

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The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to adjourn the meeting at 8:17 p.m.

Janice Oberloh, MCMC  
City Clerk

# **WATER AND LIGHT COMMISSION MINUTES**

## **REGULAR MEETING**

### **NOVEMBER 30, 2015**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M. by President Randy Thompson with the following members present: Gary Hoffmann, James Elsing, Aaron Hagen and Michael Harmon.

Staff members present were Scott Hain, General Manager; Deb Scheidt, Secretary to the Commission

Others present: Julie Buntjer, Daily Globe

#### **AGENDA ADDITIONS/CLOSURE**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Hagen and unanimously carried to close the agenda as presented.

#### **CONSENT AGENDA APPROVED**

A motion was made by Commissioner Elsing, seconded by Commissioner Harmon and unanimously carried to approve the consent agenda as follows:

- Water and Light Commission minutes of the regular meeting held on November 9, 2015
- Staff reports for October 2015
- Utility bills payable totaling \$278,420.45 for November 13, November 20 and November 27, 2015

#### **FINANCIAL STATEMENTS**

A motion was made by Commissioner Hagen, seconded by Commissioner Elsing and unanimously carried to accept the financial statements for October 2015.

#### **ELECTRIC DEPARTMENT 2016 STRATEGIC FINANCIAL PLAN**

Scott Hain, General Manager, presented the 2016 Electric Department Strategic Financial Plan to the Commission for consideration. The plan includes the Worthington Public Utilities purchasing policy, the Electric Department budget, five-year operation and maintenance expense summary, five-year capital improvement program, equipment and vehicle revolving schedule, five-year flow of funds summary and the reserve account policy.

Mr. Hain reported that the proposed total 2016 Electric Department operation and maintenance budget of \$18,150,895 represents a decrease 5.5% when compared to the 2015 budget. Mr. Hain stated that one reason for the decrease is a projected 2.9% reduction in energy purchases and a 3.5% reduction in demand purchases from Missouri River Energy Services (MRES) when

compared to the 2015 budget. In addition to the reduced demand and energy purchases, MRES expenses are projected to decrease due to the elimination of the supplemental charge for delivery of MRES power to Worthington. The 2016 budget includes a 3.3% increase in transmission expenses over 2015.

Mr. Hain pointed out that the purchased power and transmission expenses account for approximately 90% of all operation and maintenance expenses. The proposed operation and maintenance budget less purchased power and transmission costs and use of reserves shows a 1.6% increase over the 2015 budget.

The capital improvement portion of the proposed 2016 budget includes the use of \$1,064,780 in reserves to fund the projected \$1,979,910 in capital improvements leaving a “new money” requirement of \$915,130 which is a \$181,336 increase over the 2015 budget.

After a review of the proposed plan, Mr. Hain reported that the anticipated revenue to be generated by projected sales volumes under the current retail rates is expected to be adequate to cover expenses and no change in retail electric rates was being recommended for 2016.

A motion was made by Commissioner Hoffmann, seconded by Commissioner Harmon and unanimously carried to approve the 2016 Electric Department Strategic Financial Plan as presented.

## **WATER UPDATE**

Scott Hain, General Manager, provided the Commission with an update on various water related items including the cleaning of the raw water transmission line between the Lake Bella well field and the water treatment plant, the status of deliveries from Lincoln Pipestone Rural Water and the current Lake Bella well levels.

## **COMMISSION COMMITTEE REPORTS**

Commissioner Hagen reported that his employer, Mike Woll Investments, applied for and received rebates through the Bright Energy Solutions program for the re-modeling of their office. He complimented Vida Iten on the excellent customer service she provided.

Commissioner Harmon reported that the Coalition of Greater Minnesota Cities (CGMC) Board of Directors has authorized securing the services of an attorney to challenge the Minnesota Pollution Control Agencies’ water quality standards for rivers and streams stating the standards are not based on sound science. As a result, the CGMC has established a Wastewater Legal and Regulatory Program that will be funded by its members through a voluntary assessment of \$1 per wastewater billing account. The assessment for Worthington would total \$4,234. This item will be included on the December 21 Water and Light Commission agenda for Commission discussion.

**ADJOURNMENT**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Hagen and unanimously carried to adjourn the meeting at 4:42 P.M. President Thompson declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission



**Planning Commission/Board of Appeals Minutes  
December 1, 2015**

The meeting was called to order at 7:00 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: Ronnie Noerenberg, Ruth Noerenberg, Rich Pederson, Lori Klooster,  
Todd Schwebach, Doug Fransen, Larry Davis

**Approval of Minutes**

Kelly Meyer made a motion to approve the minutes of November 3, 2015. The motion was seconded by Ken Moser and passed unanimously.

**Planning Commission Business**

**Board of Zoning Appeals Action (Tabled 10/6/15)**

**Variance - 1129 West Lake Avenue, Doug and Kris Fransen**

Doug and Kris Fransen requested a height variance to allow for the replacement of their existing flat roof with a pitched one which would have increased the overall height of the structure by 4 feet to 14' 3.75" which is greater than the 8 foot height allowed. The original variance request was made in October 2015. After discussion the Planning Commission tabled the request to allow the applicant an opportunity to revise their roof design. The revised roof design includes a reduction in overall height to 12' 1.75".

After staff's summary of the request, Diane Graber made a motion to approve the variance as presented with the reduction in overall height. Ken Moser seconded the motion and it passed unanimously.

**Public Hearing and Recommendation to City Council**

**Change of Zone - 500 & 620 Stower Drive**

The Worthington City Council is requesting to rezone the properties at 500 and 620 Stower Drive from M-2 - General Manufacturing to M-1 - Light Manufacturing. The request for the rezone comes after the Planning Commission initially recommended denial of Lori Klooster's request to rezone the property at 500 Stower Drive.

Chad Nixon opened the public hearing. Mayor Kuhle spoke in favor of the change of zone, stating he felt the Planning Commission is in charge of Economic Development for the City.

Mayor Kuhle stated that if the Planning Commission reversed their decision it is in no way a reflection that the Commission made a mistake. Mayor Kuhle went on to say that he felt he had made a mistake last year when he was a City Council member and he voted in favor of changing the zone from M-1 to M-2. Ken Moser stated he felt that the original request should have not been approved in the first place. Mr. Moser noted that economic development is always his focal point when it comes to decision making. Diane Graber added that she was felt the Planning Commission needed to be prompted to look at the bigger picture. Mayor Kuhle stated he felt a buffer zone would be appropriate between the heavy industrial district and the B-3 district. Rich Pederson also spoke in favor of the rezoning of the property.

Diane Graber made a motion to close public hearing. Kelly Meyer seconded the motion and it passed unanimously. Amy Woitalewicz noted that she felt the right decision was made by denying the text amendment request to ensure that spot zoning was not being done. Commissioner Woitalewicz also stated that she feels the area has changed since the Comprehensive Plan was adopted in 2004 and that it was inappropriately zoned and should go back to being M-1.

Kelly Meyer added that he felt a buffer zone was not a bad idea.

After additional discussion, Amy Woitalewicz made a motion to recommend approval of the change of zone. Diane Graber seconded the motion. Bob Bristow, Kelly Meyer and Diane Graber voted in favor of the motion. Ken Meyer voted no. The motion carries.

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

#### **Special Use Permit - 2001 Nobles Street**

Lori Klooster submitted a special use permit application to allow her to operate her adult day care business on property that is currently owned by June Farwick at 2001 Nobles Street. Child Care land uses are permitted to operate in the R-2 district which is the zoning classification for the property. Staff presented a list of conditions should a motion for approval be made. Those conditions are listed as follows:

1. The applicant obtain the proper license(s) from the Minnesota Department of Human Services;
2. The applicant properly screen and outdoor trash are in compliance with City Code;
3. The applicant complies with the off-street parking requirements outlined in City Code.

Bob Bristow asked if there had been any comments from surrounding neighbors. Staff indicated no comments have been received.

Chad Nixon opened the public hearing. Lori Klooster addressed a question from Diane Graber

regarding the maximum occupancy; stating that the maximum occupancy is 8 for the existing building which has a certificate of occupancy for R-3 occupancy under the MN State Building Code.

Ken Moser made a motion to close public hearing. Kelly Meyer seconded the motion and it passed unanimously.

The Commission discussed the proposed special use permit and agreed that under appropriate conditions the business would be in compliance.

Ken Moser made a motion to approve the special use permit with the conditions as recommended by staff. The motion was seconded by Bob Bristow. The motion passed unanimously.

**Public Hearing and Recommendation to City Council**  
**Special Use Permit - 929 13<sup>th</sup> Street**

Larry Davis is seeking approval for a special use permit for property he owns at 929 13<sup>th</sup> Street. If approved the applicant intends to construct a 1,386 square foot detached garage on the subject property. Approval of the special use permit will allow the applicant to use an alternative flood proofing method other than fill to construct the proposed garage. Due to the size of the proposed building, the applicant will not have the appropriate space to flood proof the structure by fill, therefore the applicant has chosen to flood proof by hiring an engineer to structurally design the garage since the preferred method of fill is not available.

Chad Nixon opened the public hearing. Ronnie Noerenberg was in attendance and spoke in opposition of the approval of the application, stating he was concerned if the garage was elevated as a means for flood proofing, the water would pool by his garage, which is located southeast of the subject property, causing damage. Staff clarified that Mr. Davis would not be using the fill method to flood proof but would be flood proofing by design, which is why an engineer would be hired to design the structure. Mr. Noerenberg also stated he felt the garage was too big for the lot size and he was concerned Mr. Davis was building over the top of utilities buried in the yard. Mr. Noerenberg stated he felt as though the applicant has other opportunities to come up with a building to store his motor home in.

Larry Davis explained that he planned to build a garage on a lot he already owned so he could have a place to store his motor home. He noted that it appeared he was not planning on building a garage much bigger than the one on Mr. Noerenberg's property.

A motion was made by Bob Bristow and seconded by Ken Moser to close the public hearing. The motion unanimously passed.

After brief discussion between Commissioners, Bob Bristow made a motion to table the topic

until the registered professional engineer's design/letter has been submitted and reviewed. Diane Graber seconded the motion and it passed unanimously.

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

#### **Change of Zone - 1720 Burlington Avenue**

Larry Davis and the American Reformed Church submitted an application for a change of zone for property owned by American Reformed Church at 1720 Burlington Avenue from its current R-1 designation to R-2. Approval would allow Mr. Davis to purchase the eastern portion of the subject property for residential development. Staff presented information and a recommendation for approval of the request.

Diane Graber asked for clarification of the request. Brad Chapulis clarified by stating there was no explanation as to why the property was zoned R-1 to begin with. Brad explained The Land Use Map, which is included as part of the Comprehensive Plan, designates the subject area for medium density residential development. Medium density residential areas are commonly located adjacent to or near higher intensity industrial/commercial land uses. Staff is of the opinion that the proposed zoning classification for the subject property conforms with the definition and intent of medium density residential as outlined in the Comprehensive Plan. Diane Graber stated she was concerned that the due process was being followed and that appropriate steps have been followed to reach this conclusion.

Chad Nixon opened the public hearing. Larry Davis explained he is looking for lots to build houses on and that there seems to be a housing shortage in Worthington.

Amy Woitalewicz made a motion to close public hearing. Bob Bristow seconded the motion and it passed unanimously.

Amy Woitalewicz made a motion to recommend approval of the requested change of zone. Bob Bristow seconded the motion. The following Commission members voted in favor: Ken Moser, Kelly Meyer and Bob Bristow. The following member voting no: Diane Graber. The motion passed.

### **Review and Approval**

#### **2016-2020 Capital Improvements Program**

In accordance with Title XV, Section 151 of the City Code and applicable State Statutes and to assure that the public improvements are consistent with the Comprehensive Plan, the Planning Commission reviewed the 2016 to 2020 Capital Improvements Program.

A motion was made by Bob Bristow and seconded by Diane Graber to approve the 2016-2020 Capital Improvements Program. The motion unanimously passed.

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

**Comprehensive Plan Amendment - Hwy 59/60 South**

With the completion of the relocation of US Hwy 59/MN Hwy 60, the new roadway has opened up land for possible urban development that was not previously considered for future growth. In anticipation of future development demands, the City completed an annexation study and master infrastructure plan for the subject area. After the Planning Commission and City Council previously reviewing both documents, City staff was directed to commence a comprehensive plan amendment to reflect the City's intentions to promote urban development in the subject area.

Chad Nixon opened the public hearing. With no comments from the public Kelley Meyer made a motion to close public hearing. The motion was seconded by Amy Woitalewicz and passed unanimously.

There was no further discussion by the Commission. Ken Moser made a motion to amend the Comprehensive Plan to extend the business park/business flex land use designation in the Plans Land Use Map to include the subject area. Bob Bristow seconded the motion and it unanimously passed.

**Other Business**

The next Planning Commission meeting will be held on Tuesday, January 5, 2016, in City Hall Council Chambers.

**Adjournment**

As there was no further business before the Planning Commission, Ken Moser motioned to adjourn the meeting at 8:35 p.m. The motion was seconded by Kelly Meyer and passed unanimously.

Angela Thiner  
Secretary

## NEON Minutes

November 12, 2015, Biotechnology Advancement Center

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

### 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

Legislative priorities sub-committee has met one time and finalizing the draft utilizing the same for priorities for the next meeting. The legislative conference will be in March. The feasibility study is moving forward. The next determination will be how to get a true random survey across the county.

Buffer Initiative: This topic will be on the agenda for a few years. The DNR will release the map in the summer of 2016. The new legislation is scheduled to be implemented in 2018 or 2019. There have been 2 public meetings in the County and another meeting will be held next year after the map is released.

### Federal Issues:

Waters of the U.S.: A lot of activities on the water of the US including an injunction to stop the law from being enacted. The Corp of Army Engineers is the governing entity and they are short staffed.

Ozone: EPA proposing to drop the allowable limits from 75ppm to 65ppm. It is important to give input now as this is the 1-2 year comment period. AMC is getting information on this. Iowa counties have signed resolutions. It is still undetermined if MN border counties will be affected.

### Around the Table/NEON priorities:

- Tom Johnson/Noble County Administrator-NEON priorities-Asked the group what the NEON priorities should be going forward. Broadband has a good start. Try and get the small cities involved.
- Kurt Lintelman/Round Lake-Continue to pursue broadband funding. SW broadband wants to suggest legislation set up a revolving loan fund.
- Jeff McCabe/Frontier Communications-Talked about Connect America II funding for underserved clients. Frontier and Century Link have both accepted the money to upgrade service. This is a 5 year program.
- Don Linssen/Nobles County-Priorities should focus on getting Lewis & Clark water the rest of the way. Support moving forward with the mall plans and supporting the City of Worthington.
- Ethel Rogers/JoAnn Burkard/Summit Lake township-290 acres of land has been turned over to the DNR for the return of Summit Lake that once existed. More wind towers will be going up and there will be a meeting on November 19<sup>th</sup>.
- Cheryl Janssen/Seward township-There is a lack of sources for obtaining gravel. Keeping the ditches cleaned up is an issue.
- Bob Demuth/Nobles County-Focus on the 4 legislative priorities already identified.
- Brad Schaffer/John Landgaard/Worthington School District-with future new businesses this adds stress on housing and the school district in regards to space. There is a need for an additional school, soccer fields, Trojan field is getting old. There will be public meetings. Enrollment study projected district enrollment to continue to increase.
- Brad Meester/City of Bigelow-Bigelow is a dead zone, Frontier is the only provider. Live Life Ministries(safe house for sex trafficking victims, drug rehab, and newly release inmates from jail incorporation into society) will be a new occupant of the school. Tax forfeited property-Habitat for Humanity is planning on building 2 houses on the

property and are currently looking for families to occupy the houses. The Elevator is looking into an expansion.

- Keith Stubbe/Round Lake-Federal government is working on cell service for the State border cities in the County. Could be a 1 year process.
- Rodney Sankey/City of Worthington-The electric and storm water rates will be going up. The retention pond behind Shopko will assist with flooding in the downtown area. The half percent sales tax that was approved for renovation of Memorial Auditorium and the Event Center will be paid off 21 months early. In 2016 will make some upgrades to Olson Campground to include an hotspot.
- Gary Hoffman/Worthington Public Utilities-Wells are going down they never recharged. Conducting a study on the Wastewater Treatment facility. Items of concern; soccer fields, Lewis & Clark keep lobbying, healthcare costs, education gaps, immigration policy, mall-don't jump in and make any bad decisions.
- Larry Janssen/City of Worthington-continue with the 4 priorities. Mall direction is in the hands of the owner. Soccer fields-Buss field are in tough shape.
- Gene Metz/Nobles County-Labor shortage work with community colleges.
- Tom Johnson/Nobles County Administrator-Labor shortage projections. Blandin has a project to keep youth local. DEED-MN Workforce states that the workforce will peak next year and not catch up again until 2040 through immigration. EMS is also having trouble retaining volunteers in the small communities. Blandin grants will be updated by December 1<sup>st</sup>.
- Jorge Lopez/SW MN Housing Partnership- Building a 48 unit apartment complex in the City of Worthington. Rent will not be market rated.

The meeting adjourned.

Next Meeting:

December 10<sup>th</sup>, 5:30 – 7:00 pm  
BioTechnology Advancement Center  
1527 Prairie Drive, Worthington, MN 56187



## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENT  
For the Period 1/1/15 Through 11/31/15  
(Amounts in Dollars)

	Total 2015 Budget	NOVEMBER		%	YTD	
		Actual	Previous Year	YTD Actual to Budget	Actual	Previous Year
Sales						
Liquor	1,450,000	114,798	122,057	85.9%	1,245,663	1,188,075
Wine	475,000	52,064	47,433	82.2%	390,276	371,301
Beer	1,650,000	121,772	120,661	92.6%	1,527,581	1,424,087
Mix/nonalcohol	65,000	4,270	4,104	87.1%	56,625	54,091
NSF charges	300	-	-	39.7%	119	60
Net Sales	3,640,300	292,904	294,255	88.5%	3,220,264	3,037,614
Cost of Goods Sold						
Liquor	1,050,000	83,457	82,259	86.0%	902,580	850,005
Wine	339,000	36,941	41,139	78.5%	266,087	269,295
Beer	1,242,000	96,141	91,266	94.0%	1,167,727	1,086,100
Soft drinks/mix	38,000	4,252	2,515	118.6%	45,054	38,403
Freight	26,000	2,429	2,657	85.5%	22,225	23,755
Total Cost of Goods Sold	2,695,000	223,220	219,836	89.2%	2,403,673	2,267,558
Gross Profit	945,300	69,684	74,419	86.4%	816,591	770,056
Operating Expenses						
Personnel services	264,311	21,692	20,510	88.7%	234,535	224,407
Supplies	22,000	716	1,264	68.5%	15,065	20,035
Other services & charges	142,572	8,125	8,463	82.8%	118,008	116,662
Depreciation (estimated)	17,004	1,360	1,292	88.0%	14,960	14,212
Total Operating Expenses	445,887	31,893	31,529	85.8%	382,568	375,316
Operating Income (Loss)	499,413	37,791	42,890	86.9%	434,023	394,740
Non-Operating Revenues (Expenses)						
Interest earnings **	5,000	417	250	132.6%	6,632	4,647
Other non-operating	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	5,000	417	250	132.6%	6,632	4,647
Net Income (Loss) b/Operating Transfers	504,413	38,208	43,140	87.4%	440,655	399,387
Operating Transfers-Out	(225,000)	(18,750)	(18,750)	91.7%	(206,250)	(206,250)
Net Income (Loss)	279,413	19,458	24,390	N/A	234,405	193,137

\*\* Includes 6/30/15 actual and five months budget



## ADMINISTRATIVE SERVICES MEMO

**DATE: DECEMBER 11, 2015**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

**1. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - WORTHINGTON AREA YMCA**

The Worthington Area YMCA has submitted an application for Exemption from Lawful Gambling (*Exhibit 1*) for their Annual Cruise Dinner as follows:

Organization:	Worthington Area YMCA
CEO:	Andrew P. Johnson
Type of Event:	Raffle
Date & Location of Event:	April 15, 2016 Worthington Event Center, 1447 Prairie Drive

The application must be approved by the local unit of government prior to being approved by the Minnesota Lawful Gambling Control Board.

Council Action is requested to approve the Application for Exemption from Lawful Gambling from the Worthington Area YMCA.

**2. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - MINNESOTA WEST FOUNDATION**

*Exhibit 2* is an application for Exemption from Lawful Gambling submitted by the Minnesota West Foundation to conduct a raffle at halftime of a basketball game as follows:

Organization:	Minnesota West Foundation
CEO:	Michael Van Keulen
Type of Event:	Raffle
Date & Location of Event:	February 13, 2016 MN West Comm & Tech College, 1450 Collegeway

The application must be approved by the local unit of government prior to being approved by the Minnesota Lawful Gambling Control Board.

Council Action is requested to approve the Application for Exemption from Lawful Gambling from the Minnesota West Foundation.

3. **ADDITIONAL 2016 LICENSE RENEWAL APPLICATIONS**

The following additional license renewal applications have been received for the license period January 1 through December 31, 2016:

On-Sale Beer

El Mexicano Restaurant - Efrain Patino, 304 10<sup>th</sup> Street

Off-Sale Beer

El Mexicano #3 (Grocery Store) - Efrain Patino, 310 10<sup>th</sup> Street  
Worthington Travel Plaza - 2411 Highway 60 NE

All of the required paperwork, fees, and insurance certificates have been received.

Council action is requested to approve the additional On-Sale/Off-Sale renewal applications for the license period January 1 through December 31, 2016.

4. **AUDIT ENGAGEMENT LETTER**

Staff has received a proposal for the 2015 year-end audit services from Drealan Kvilhaug Hoefker & Co., P.A. The maximum would not exceed \$20,500, excluding word processing of the report, and which reflects a \$400 increase over 2014. Staff recommends approval of the proposal shown as *Exhibit 3*.

Council action is requested for approval of the proposal from Drealan Kvilhaug Hoefker & Co., P.A. for the 2015 year-end audit services.

**CASE ITEMS**

1. **RESOLUTIONS APPROVING THE 2015 TAX LEVIES COLLECTIBLE IN 2016**

On September 14, 2015, Council approved a proposed property tax levy of \$3,483,650 for

2016 (a 6.79 % increase over 2015). It is staff's recommendation to approve the final levy in the amount of \$3,441,568 for 2016 (a 5.5% increase over 2015) as shown on the attached resolution included as *Exhibit 4*. The levy includes a General Purpose Tax Levy of \$2,716,155 and Special Tax Levies of \$725,413. The General Purpose Tax includes an Economic Development Levy of \$86,000 (*Exhibit 5*); the Special Tax Levy includes Economic Development Tax Abatements of \$27,000.

**As allowed by legislation changes, public comment will be taken at this time regarding the proposed 2016 tax levies. (Budget Hearing information is included in your packet under separate cover for a short Truth in Taxation presentation.)**

Also included as *Exhibit 6*, is the Housing and Redevelopment Authority's proposed levy of \$106,000, the same amount pre-certified by Council on September 14, 2015.

**Suggested Motion:** Move to adopt the resolutions approving the 2015 Tax Levies collectible in 2016.

2. **2016 BUDGET RESOLUTION**

*Exhibit 7* is resolution approving all of the separate City budget funds. Council action is requested on the resolution.

**Suggested motion:** Move to adopt the resolution approving the 2016 fund budgets for the City of Worthington, Minnesota.

3. **SECOND READING PROPOSED ORDINANCE AMENDING TITLE V, CHAPTER 54, SECTION 54.04 (C) OF THE WORTHINGTON CITY CODE - STORM WATER UTILITY RATES**

Pursuant to published notice, this is the time and date set for the second reading of a proposed ordinance amending Title V, Chapter 54, Section 54.04 (C) of the Worthington City Code - Storm Water Utility Rates as follows:

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.

A copy of the complete ordinance was included with your November 23, 2015 Council agenda.

Council action is requested to give a second reading to the proposed ordinance.

4. **RESOLUTION IN SUPPORT OF INCREASING LOCAL GOVERNMENT AID**

Local Government Aid (LGA) is the bedrock of many Greater Minnesota communities and enables cities to cover the costs of essential services like police, fire protection, parks, street maintenance and other infrastructure improvements while helping to hold down property taxes. The State instituted dramatic cuts to the LGA program in the early 2000's and many cities were forced to deal with the loss of funding by raising property taxes and reducing services.

In 2013, the Legislature updated the LGA formula and increased funding for the program which allowed the cities to begin to make up for the years of cuts and levy increases. However, total funding is still \$45.5 million less than it was in 2002. The City of Worthington is asking the 2016 Legislature to restore funding for the LGA program to its 2002 level.

***Exhibit 8*** is a resolution in support of increasing Local Government Aid in the 2016 Legislative Session

Council action is requested to adopt the resolution supporting the increase in LGA.

5. **NOMINATING COMMITTEE RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS/REAPPOINTMENTS**

The Nominating Committee met on Tuesday, December 8<sup>th</sup> and are making the following recommendations for Committee appointment / reappointments:

Airport Advisory Board -

Appoint Bill Wetering to fill the unexpired term of Keith Wilson who resigned, term to expire 09/30/2019

Center for Active Living Committee:

Reappoint Jerry Perkins - current term expires 12/31/2015, is eligible for a second term and has agreed to serve, term to expire 12/31/2018

Reappoint Julie Haas - current term expires

12/31/2015, is eligible for a second three-year term and has agreed to serve, term to expire 12/31/2018

Appoint Marie Hoffmann for a three-year term to replace Chuck Magyar, who declined to serve a second term, term to expire 12/31/2018

Appoint Leon Betz to fill the unexpired term of Jesse Liepold who resigned his term, term to expire 12/31/2016

Housing & Redevelopment Authority-

Reappoint Royce Boehrs for a first full five-year term, term to expire 10/31/2020

Reappoint Bridgit Huber for a first full five-year term, term to expire 10/31/2020

Memorial Auditorium Advisory Board-

Appoint Karen Fury to fill the unexpired term of Matt Oleske, who resigned his term, term to expire 07/31/2017

Police Civil Service Commission-

Appoint Michael (Mick) Eggers for a three-year term to replace Cindy DeGroot who's term will expire 12/31/2015 and is not eligible to serve another term

Public Arts Commission -

Reappoint Gail Holinka for a second three-year term, term to expire 10/31/2015

Reappoint Alice Hoffman for first full three-year term, term to expire 10/31/2018

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Worthington Area YMCA

Previous Gambling Permit Number: X53003

Minnesota Tax ID Number, if any: 41-6007569

Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: 1501 Collegeway

City: Worthington State: MN Zip: 56187 County: Nobles

Name of Chief Executive Officer (CEO): Andrew P. Johnson

Daytime Phone: 507-376-6197 x225 Email: andy.johnson@ymcaworthington.org

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

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

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Worthington Events Center

Address (do not use P.O. box): 1447 Prairie Dr

City or Township: Worthington Zip: 56187 County: Nobles

Date(s) of activity (for raffles, indicate the date of the drawing): 4/15/16

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

☐ Bingo\* ☐ Paddlewheels\* ☐ Pull-Tabs\* ☐ Tipboards\*

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$2,350.00)

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

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

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

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

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

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

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: \_\_\_\_\_ Date: 12/1/15  
(Signature must be CEO's signature; designee may not sign)

Print Name: Andrew P. Johnson

**REQUIREMENTS**

**Complete a separate application for:**

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

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

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

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

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

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

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

**Questions?**

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

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

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

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

This form will be made available in alternative format (i.e. large print, braille) upon request.

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Minnesota West Foundation

Previous Gambling Permit Number: X-05508

Minnesota Tax ID Number, if any: \_\_\_\_\_

Federal Employer ID Number (FEIN), if any: X-05508-15-010

Mailing Address: 1011 First St. W.

City: Canby State: MN Zip: 56220 County: Yellow Medicine

Name of Chief Executive Officer (CEO): Michael Van Keulen

Daytime Phone: 507-223-1329 Email: michael.vankeulen@mnwest.edu

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal

☐ Religious

☐ Veterans

☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

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

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): MN West Comm. & Tech College - Worthington Campus

Address (do not use P.O. box): 1450 Collegeway

City or Township: Worthington Zip: 56187 County: Nobles

Date(s) of activity (for raffles, indicate the date of the drawing): February 13, 2016

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

☐ Bingo\*

☐ Paddlewheels\*

☐ Pull-Tabs\*

☐ Tipboards\*

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$850)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. **EXCEPTION:** Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.



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

<b>CITY APPROVAL</b> <b>for a gambling premises</b> <b>located within city limits</b>	<b>COUNTY APPROVAL</b> <b>for a gambling premises</b> <b>located in a township</b>
<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). <input type="checkbox"/> The application is denied.	<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. <input type="checkbox"/> The application is denied.
Print City Name: _____	Print County Name: _____
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date: _____	Title: _____ Date: _____
<div style="border: 1px solid black; padding: 10px; text-align: center; margin: 10px auto; width: 80%;"> <b>The city or county must sign before submitting application to the Gambling Control Board.</b> </div>	<b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

<b>REQUIREMENTS</b>	<b>MAIL APPLICATION AND ATTACHMENTS</b>
<b>Complete a separate application for:</b> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> Only one application is required if one or more raffle drawings are conducted on the same day.  <b>Financial report to be completed within 30 days after the gambling activity is done:</b> A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.  Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).	<b>Mail application with:</b> <ul style="list-style-type: none"> <li>_____ a copy of your proof of nonprofit status, and</li> <li>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</li> </ul> <b>To:</b> Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113  <b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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

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

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

This form will be made available in alternative format (i.e. large print, braille) upon request.

# DREALAN KVILHAUG HOEFKER & Co., P.A.



Member  
Division for CPA Firms AICPA

AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS  
MINNESOTA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS

## CERTIFIED PUBLIC ACCOUNTANTS

WAYNE W. DREALAN, CPA  
ELLEN K. HOEFKER, MBA, CPA  
GREG H. KVILHAUG, CPA, CFP

COLE M. BAUMGARD, CPA  
VICKIE L. KUIPERS, EA  
MARILYN B. McDOWELL, CPA  
CINDY M. PENNING, CPA

November 30, 2015

To the Honorable Mayor and  
Members of the City Council  
City of Worthington  
Worthington, Minnesota 56187

We are pleased to confirm our understanding of the services we are to provide for the City of Worthington for the year ended December 31, 2015. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Worthington as of and for the year ended December 31, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Worthington's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Worthington's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedules of Funding Progress and Employer Contributions
3. Schedules of Proportionate Share of the Net Pension Liability and Employer Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies City of Worthington's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole.

1. Combining and individual fund financial statements.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance on that other information.

1. Comprehensive Annual Financial Report (CAFR) statistical data.

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## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City of Worthington and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Worthington's financial statements. Our report will be addressed to management and City council of the City of Worthington. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City of Worthington is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

## **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

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Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Worthington's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

To the Honorable Mayor and  
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## **Other Services**

We will also assist in preparing the financial statements and related notes of the City of Worthington in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

## **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

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You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the city; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

To the Honorable Mayor and  
Members of the City Council  
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The audit documentation for this engagement is the property of Drealan Kvilhaug Hoefker & Co., P.A. and constitutes confidential information. However, subject to laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Drealan Kvilhaug Hoefker & Co., P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulatory agencies. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Wayne W. Drealan is the engagement shareholder and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees are based on the time required by individuals assigned to the engagement, plus direct expenses. Individual hourly rates vary according to the degree of responsibility involved and the skill required. Our estimated fees, including direct expenses, for the examination for the year ended December 31, 2015, would be as follows:

Expected range, excluding word processing of report	\$20,000 - \$20,500
Maximum would not exceed (including direct expenses)	\$20,500

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We feel out-of-pocket expenses for postage, supplies and copying would not exceed a maximum of \$420.

Disputes arising under this agreement (including the scope, nature and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third-party, acceptable to both parties, shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any nonprevailing party found not to have participated in the mediation process in good faith.

Our audit report is being prepared for your management use. Should you decide to distribute it outside the firm, we respectfully request that you notify us to whom it is being sent. Should you wish to publish the report, you must obtain our written permission, as we have a professional duty to review any documents in which the report is incc

To the Honorable Mayor and  
Members of the City Council  
November 30, 2015  
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You have requested that we provide you with a copy of our most recent external peer review report and any subsequent review reports received during the contract period. Accordingly our 2014 peer review report accompanies this letter.

This letter defines the entire agreement between the client and the accounting firm. It supersedes all prior communications, understandings and agreements, whether oral or written, in connection with this audit. Amendments to this agreement must be in writing and signed by both parties. If you do not understand any of the terms of this agreement, please call us and we will be happy to review them with you.

We appreciate the opportunity to be of service to the City of Worthington and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign this letter and return it to us. A copy of this letter is enclosed for your files.

Yours sincerely,

DREALAN KVILHAUG HOEFKER & CO., P.A.

by Wayne W Drealan  
Wayne W. Drealan, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Worthington.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## SYSTEM REVIEW REPORT

August 26, 2014

To the Shareholders

Drealan Kvilhaug Hoeffker & Co., P.A.

and the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Drealan Kvilhaug Hoeffker & Co., P.A. (the firm) in effect for the year ended April 30, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Drealan Kvilhaug Hoeffker & Co., P.A. in effect for the year ended April 30, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Drealan Kvilhaug Hoeffker & Co., P.A. has received a peer review rating of *pass*.

Respectfully submitted,

*Lewis, Kisch & Associates, Ltd.*

# CITY OF WORTHINGTON, MINNESOTA

## RESOLUTION APPROVING 2015 TAX LEVIES COLLECTIBLE IN 2016

Be it resolved, by the City Council of the City of Worthington, County of Nobles, State of Minnesota, that the following sums of money are to be levied for the current year, collectible in 2016 upon the taxable property in said City of Worthington, Minnesota for the following purposes:

LIMITED GENERAL PURPOSE TAX:	2015/2016 LEVY	SPECIAL TAX LEVIES:	2015/2016 LEVY
General Fund	1,065,014	G.O. Debt Service Funds including Improvement Bonds (MS 275.50 Subd. 5e and MS 429.091)	
Memorial Auditorium Fund	88,073		
Recreation Fund	972,946	PIR Series 2009C \$2,710,000	173,155
Economic Development Authority Fund	47,159	PIR Series 2010A \$1,915,000	187,875
		PIR Series 2012A \$2,570,000	<u>337,383</u>
Improvement Construction Fund	406,963	SUBTOTAL DEBT SERVICE FUNDS	698,413
Aquatic Center Facility Fund	50,000	Economic Development Tax Abatement	27,000
GENERAL PURPOSE TAX LEVY-CITY	<u>2,630,155</u>	TOTAL SPECIAL TAX LEVIES	<u>725,413</u>
EDA TAX LEVY	<u>86,000</u>		
TOTAL GENERAL PURPOSE TAX	<u>2,716,155</u>		
RECAP OF TAX LEVY TOTALS:			
General Purpose Levy			2,716,155
Special Tax Levies			725,413
TOTAL NET LEVY			<u>3,441,568</u>

The City Clerk is hereby directed to transmit  
a certified copy of this resolution to the  
County Auditor of Nobles County, Minnesota.

ATTEST:

Mayor: \_\_\_\_\_

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

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

**RESOLUTION APPROVING 2015 TAX LEVIES COLLECTIBLE IN 2016**

BE IT RESOLVED, by the City Council of the City of Worthington and the Economic Development Authority of the City of Worthington, County of Nobles, State of Minnesota, that the following sum of money be levied for the current year, collectible in 2016, upon the taxable property in said City of Worthington, Minnesota, for the following purposes:

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SPECIAL TAX LEVY	CERTIFIED LEVY
	2015/2016
ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY (Minnesota Statute 469.107, Subdivision 1)	
Special Tax for Operations	\$86,000.00

**NET CERTIFIED LEVY \$86,000.00**

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The City Clerk is hereby directed to transmit a certified copy of this resolution to the County Auditor of Nobles County, Minnesota.

Passed by the City council of the City of Worthington, Minnesota, this the

\_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_, Mayor

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

Passed by the Economic Development Authority of the City of Worthington, Minnesota, this the \_\_\_\_\_th day of \_\_\_\_\_, 2015.

\_\_\_\_\_, Chair

\_\_\_\_\_, Secretary

**RESOLUTION APPROVING THE 2015 TAX LEVY COLLECTIBLE IN 2016**

BE IT RESOLVED, by the City Council of Worthington and the Housing and Redevelopment Authority of the City of Worthington, County of Nobles, State of Minnesota, that the following sum of money be levied for the current year, collectible in 2016, upon the taxable property in said City of Worthington, Minnesota for the following Purposes:

**SPECIAL TAX LEVY**

**CERTIFIED LEVY  
2015/2016**

**HOUSING AND REDEVELOPMENT  
AUTHORITY TAX LEVY**  
(Minnesota Statute 469.033, subdivision 6)

Special Tax for Operations

\$106,000.00

**NET CERTIFIED LEVY**

**\$106,000.00**

The City Clerk is hereby directed to transmit a certified copy of this resolution to the County Auditor of Nobles County, Worthington, Minnesota.

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

Signed By:


Mayor: \_\_\_\_\_

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

Passed by the Worthington Housing and Redevelopment Authority of Worthington Board of Commissioners on this the 18<sup>th</sup> day of August, 2015

Signed By:

Board Chairman: 

Executive Director: 

**CITY OF WORTHINGTON**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION FOR THE APPROVAL OF THE 2015 FUND BUDGETS FOR THE CITY OF WORTHINGTON, MINNESOTA.**

WHEREAS, the City Administrator has submitted a budget to this governing body in compliance with the requirements of the state; and

WHEREAS, the City Council has reviewed potential financing sources and established priorities for the allocation of resources to 2016 programs, projects and services.

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

1. The 2016 fund budgets submitted, and herein summarized are approved.
2. The Capital Improvement Program, Equipment Revolving Schedules and Reserves/Designated Balances related to these adopted budgets are approved as part of the budget.
3. The following sums are hereby appropriated for each fund:

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
101	GENERAL FUND	1,065,014	3,628,695	2,796,972	7,490,681

SPECIAL REVENUE FUNDS:

202	Memorial Auditorium	88,073	0	96,500	184,573
207	Police Department Task Force	0	200,000	165,500	365,500
211	WRH Fund	0	0	712,934	712,934
213	Sales Tax Revenue	0	0	754,500	754,500
214	Event Center	0	0	22,200	22,200
229	Recreation Fund	972,946	0	125,200	1,098,146
231	Economic Development Auth. Levy Tax Abatement & EDA Levy	160,159	0	57,347	217,506
	TOTAL SPECIAL REVENUE FUNDS	1,221,178	200,000	1,934,181	3,355,359

DEBT SERVICE FUNDS:

316	T.I. Series 2003B Fund	0	0	19,000	19,000
321	Permanent Improv. Fund	0	0	168,750	168,750
334	'10B G.O. Sales Tax Revenue	0	0	157,967	157,967
346	'09C PIR Bond Fund	173,155	0	68,734	241,889
347	'10A PIR Bond Fund	187,875	0	37,448	225,323
348	'12A PIR Bond Fund	337,383	0	94,072	431,455
349	'12B Sales Tax Revenue	0	0	400,425	400,425
	TOTAL DEBT SERVICE FUNDS	698,413	0	946,396	1,644,809

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
CAPITAL PROJECT FUNDS:					
401	Improvement Construction Fund	406963	1241240	4549601	6197804
409	Municipal Building Fund	0	0	10000	10000
412	TI District - P.View - Unlim.	0	0	7010	7010
419	TI District #7	0	0	1299920	1299920
425	Okabena Estates	0	0	20020	20020
426	CCSI Redevelopment	0	0	61972	61972
427	Bedford Technology Project	0	0	18000	18000
428	New Castle Townhomes	0	0	17000	17000
431	Aquatic Center	50000	0	0	50000
433	Hotel TIF	0	0	70000	70000
	TOTAL CAPITAL PROJECT FUNDS	<u>456,963</u>	<u>1,241,240</u>	<u>6,053,523</u>	<u>7,751,726</u>
ENTERPRISE FUNDS:					
606	Storm Water	0	2,511,750	1,622,227	4,133,977
607	Street Lighting	0	0	285,394	285,394
609	Liquor	0	0	3,833,250	3,833,250
612	Airport	0	229,669	210,812	440,481
	TOTAL ENTERPRISE FUNDS	<u>0</u>	<u>2,741,419</u>	<u>5,951,683</u>	<u>8,693,102</u>
702	DATA PROCESSING FUND	<u>0</u>	<u>0</u>	<u>252,347</u>	<u>252,347</u>
872	CABLE TV FUND	<u>0</u>	<u>0</u>	<u>155,000</u>	<u>155,000</u>
	TOTAL 2015 BUDGET	<u><u>3,441,568</u></u>	<u><u>7,811,354</u></u>	<u><u>18,090,102</u></u>	<u><u>29,343,024</u></u>

Adopted by the City Council of the City of Worthington, Minnesota this 14th day of December, 2015.

(SEAL)

\_\_\_\_\_  
Mayor

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

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION IN SUPPORT OF INCREASING LOCAL  
GOVERNMENT AID IN THE 2016 LEGISLATIVE SESSION**

**WHEREAS** Local Government Aid (LGA) is a critical need for our city and;

**WHEREAS** LGA provides funding to restrain property taxes on homeowners and businesses and;

**WHEREAS** LGA provides for basic services such as public safety, infrastructure and fire protection and;

**WHEREAS** the legislature and state agencies have imposed unfunded mandates upon local cities, including increased pension requirements, expensive wastewater infrastructure costs, among other mandates and;

**WHEREAS** an LGA increase would help the City of Worthington perform street repairs and maintenance, provide adequate public safety staffing, assist in equipment replacement and maintain property taxes at current inflation adjusted levels;

**WHEREAS**, no Omnibus Tax Bill was passed by the 2015 legislature, thus freezing the LGA appropriation;

**NOW THEREFORE BE IT RESOLVED**, that the City of Worthington supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of this proposal by the House and Senate.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent to the following: the legislators representing the City of Worthington Speaker of the House Representative Kurt Daudt, Senate Majority Leader Senator Tom Bakk, House Tax Chair Representative Greg Davids, Senate Tax Chair Senator Rod Skoe, and Governor Mark Dayton.

Adopted this 14th day of December by the City Council of the City of Worthington, Minnesota.

(SEAL)

Attest: \_\_\_\_\_  
City Clerk

Mayor: \_\_\_\_\_



**WORTHINGTON PUBLIC UTILITIES**  
**WATER AND LIGHT COMMISSION MEMO**

**DATE:** DECEMBER 7, 2015  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

**CASE ITEM**

**1. 2016 UTILITY DEPARTMENT STRATEGIC FINANCIAL PLANS**

Under Section 6.04 of the City of Worthington Charter, the Water and Light Commission shall have the power to establish rates, fees, rules, regulations and policies for the operation and management of municipal utilities under their control subject to such ordinances as the City Council may adopt. Section 6.04 of the Charter also directs that the Commission shall annually prepare a budget forecast for the ensuing years and furnish a copy to the City Council for their review and approval.

The Water and Light Commission reviewed and approved the 2016 Water Department Strategic Financial Plan at their regular meeting held on November 9, 2015. At that same meeting the Commission also reviewed and approved the 2016 Wastewater Department Strategic Financial Plan, including the 2016 sewer rates as established by the Sewer Service Charge System. The City Council approved the 2016 Sewer Service Charge System at their regular meeting held on November 9, 2015. The 2016 Electric Department Strategic Financial Plan was considered and approved by the Water and Light Commission at their meeting held on November 30, 2015. Executive Summaries of the 2016 Worthington Public Utilities Strategic Financial Plans were mailed to the Mayor and City Council members on December 7, 2015, for advance review.

Scott Hain, General Manager, will be in attendance to discuss the contents of the 2016 Utility Department Strategic Financial Plans at the December 14, 2015, City Council meeting and, on behalf of the Water and Light Commission, will request Council approval of the plans. Council members are asked to please bring their copies of the Executive Summary to the meeting.

## PUBLIC WORKS MEMO

**DATE:** DECEMBER 9, 2015

**TO:** HONORABLE MAYOR AND CITY COUNCIL

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

## CASE ITEM

**1. YMCA 2016 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT**

The City of Worthington contracts with the Worthington Area YMCA to promote, manage and operate the City's summer youth recreation programs for its residents. The Park Advisory Board at their November 18, 2015 meeting unanimously approved a motion to enter into an agreement with the YMCA for 2016.

Attached is the agreement (*Exhibit 1A*) commencing on January 1, 2016 and terminating on December 31, 2016. The management fee paid by the City to the YMCA for 2016 is \$47,740.00, paid in twelve monthly installments. Also attached is a detailed report of registration and attendance (*Exhibit 1B*) for each program offering.

Staff is requesting approval of the 2016 agreement.

**2. 2016 OLSON PARK CAMPGROUND RATES AND PARK USER FEES**

At the November 18, 2015 Park and Recreation Advisory Board Meeting, the Board recommended no increase to the 2016 Park User fees and also no increase to the Olson Park Campground rates. Olson Park Campground and Park User fees were last raised in 2015 and staff is proposing no increase in 2016.

Attached is a list of the rates and fees (*Exhibit 2*).

Staff is requesting approval from the Council for 2016 Olson Campground rates and 2016 Park User fees.

3. **ADOPT RESOLUTIONS ACCEPTING PARK BENCH DONATIONS**

The Park and Recreation Advisory Committee has received requests from two parties to place park benches along the bike trail. The request are as follows:

- Bob Demuth to place a bench within Olson Park, along the bike trail, in honor of Bob and Betty Demuth.
- Shirley M. Olson to place a bench along the bike trail in Ehlers Park in memory of Irwin Olson

The applications and resolutions accepting the donation of the benches are included as ***Exhibits 3 and 4***. The donations meets all the requirements as set forth in the Park Donation policy adopted by City Council. The Park and Recreation Advisory Board recommends the City Council accept the donations.

Council is requested to adopt the resolutions accepting the donation of the park benches as presented, and authorize the Mayor and City Clerk to sign any necessary agreements.

**Exhibit 1A****CITY OF WORTHINGTON-WORTHINGTON AREA “Y” AGREEMENT**

This agreement made this 14th day of December, 2015, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, with offices at 303 Ninth Street, P.O. Box 279, Worthington, MN 56187, hereafter referred to as “City”; and the Worthington Area YMCA, a nonprofit corporation organized under the laws of the State of Minnesota with office at 1501 Collegeway, Worthington, MN 56187, hereinafter referred to as the “Y”.

Whereas, the City desires to hire the “Y” to promote and manage the City’s summer youth recreation programs for its residents to include but not limited to; tennis, track and field, baseball, girls softball, soccer and the fun and adventure camp through the provision of staff and all related materials needed to provide for the City’s summer youth recreational programs; and

Whereas, the “Y” has the expertise in promoting, managing and operating such programming;

Now therefore, in consideration of the mutual promises set forth herein it is agreed by and between City and the “Y” as follows:

1. The “Y” shall be responsible:
  - a. To promote, manage and operate the City’s summer youth recreation program.
  - b. To review with the City’s Park and Recreation Advisory Board and City Council, the proposed summer recreation programs to be offered for 2016 prior to the distribution of any promotional materials. This shall include, at a minimum, detailed description of program offering, start/end date, location site for each program, program fees and hours of each program.
  - c. To develop, promote, manage and operate summer programs to include tennis, track and field, baseball, girls’ softball, soccer and the fun and adventure camp program. These programs have been a part of previous agreements.
  - d. To develop, promote, manage and operate new youth program offerings which have not been a part of previous agreements.
  - e. To develop and distribute a summer recreation brochure exclusively detailing the City’s summer recreation programs, registration requirements, fee and a detailed description and schedule of program activities. This shall be completed by distributing brochures within School District 518 Prairie Elementary and Middle School, St. Mary’s Catholic School and Worthington

Christian School. The brochure shall also be a part of the YMCA's summer promotion brochure distributed through the local media.

- f. To arrange for the locations for each program.
- g. To actively promote participation in the summer recreation programs.
- h. To locate, interview and hire adequate qualified personnel. The personnel shall be employees of the "Y".
- i. To purchase and provide all supplies needed to operate the summer programs.
- j. To provide, at the end of the season, a detailed report of registration and attendance for each program offering.

## 2. City shall be responsible:

- a. To make available the Centennial softball diamonds for the softball and baseball programs.
- b. To provide a truckster with ball field groomer/leveler for the "Y" to prepare ball fields for baseball/softball youth programs. City will be responsible for all maintenance and fuel costs for the unit.
- c. The City agrees to maintain the Centennial softball diamonds for the summer youth programs offered at the facilities. Maintenance to include miscellaneous repairs to the outfield lighting, the addition of ag-lime to the infields as required, mowing, trimming and general maintenance of the turf areas and needed repairs to the security fences.

## 3. Program fee structure: the "Y" will be responsible to establish the participation fee for each program. The annual fee structure will be presented to the City for approval.

## 4. The "Y" and the City agree to work cooperatively with organized sports teams who desire to use City recreational facilities to insure the team(s) do not interfere with the organized summer youth programs. The City and the "Y" agree a fee may be collected by either party from each organized sport activity which utilizes City facilities to offset any costs incurred by either party.

## 5. Insurance

- a. The "Y" shall maintain occurrence-based general liability insurance covering claims for bodily or personal injury, and property damage and limits of not less than \$ 1,000,000 each claim and \$ 2,000,000 each occurrence. Each CGL policy shall name the City as an additional insured.
- b. The City shall provide liability coverage of the same requirements applicable to the "Y". Alternatively, the City may provide equivalent liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT), using

standard LMCIT coverage's. Said coverage shall be in the minimum amount not to exceed the maximum liability applicable to municipalities under Minnesota Statutes, Section 466.04, Subd. 1, as amended. The "Y" shall be added as an additional insured to the City's coverage so as to comply with the City's defense and indemnification obligations in this agreement. Notice of cancellation shall be provided to the Y in accordance with policy terms.

- c. Each party shall insure its own personal property.
  - d. The "Y" shall maintain workers compensation insurance in compliance with all statutory requirements of the State of Minnesota.
  - e. Each policy shall be endorsed to provide that it shall not be canceled, non-renewed, or materially changed unless at least thirty (30) days prior written notice of cancellation or change is given to either party.
  - f. All policies shall be written by a reputable insurance company with a current AM Best Rating of A-V-II or better, and authorized to do business in Minnesota.
  - g. Certificates evidencing such insurance shall be delivered to the other party prior to the Commencement Date.
  - h. The City waives all claims against the "Y" for damage to the City's buildings, facilities or real property to the extent that such damages are covered by the City's insurance.
  - i. The "Y" shall defend and indemnify the City and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the City may incur as a result of the "Y"'s performance or failure to perform under this agreement, to the extent that such claims arise from or are caused by the "Y"'s negligence or misconduct. The City shall defend and indemnify the "Y" and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the "Y" may incur as a result of the City's performance or failure to perform its obligation under this agreement, to the extent that such claims arise from or are caused by the City's negligence or misconduct.
6. This is a twelve month agreement commencing on the first day of January 2016 and terminating the 31<sup>st</sup> day of December, 2016. City Council appropriation of financing for similar programs for subsequent years shall not be considered an indication the city's intent to extend or renegotiate the contract. The "Y" shall submit program and contract proposals for annual review or revision of contracted services by August 1, 2015.
7. In consideration of services to be provided by the YMCA in accordance with this agreement, the City agrees to pay a management fee of **\$47,740.00** to the YMCA. The management fee shall be paid in twelve equal monthly installments by the end of each month.

8. The City also agrees the “Y” shall be the recipient of 100% of the program fees collected for each activity promoted as the City’s summer youth recreation program.
9. The “Y” agrees it shall be responsible for 100 percent of the expenditures, to include but not limited to, staff salaries, promotion materials and program expenditures for youth program offerings promoted by the YMCA and approved by the City as a city youth recreation activity.
10. The City agrees to share in the expense of the actual documented cost for any new program offerings agreed upon and approved between the City and the “Y”. The share shall be based upon the difference between the actual expenditure less revenue collected for each new program offering at the rate of a 50/50 split.

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Mayor

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Date  
President of YMCA Board of  
Directors

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City Clerk

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Date  
YMCA Executive Director

Exhibit 1B**Y.M.C.A. Summer Recreation Program  
Registration and Attendance Report**

<b><u>Activity</u></b>	<b><u>2015</u></b>	<b><u>2014</u></b>	<b><u>2013</u></b>	<b><u>2012</u></b>	<b><u>2011</u></b>
Fun and Adventure Day Camp	173	107	84	43	44
Tennis - Beginner	26	17	28	15	25
Tennis – Advanced	11	9	16	21	22
Track: 6 – 9 yrs.	22	21	42	31	32
Track: 10 & up	17	25	26	27	25
Girls Softball	14	24	12	19	30
Baseball Peewee	27	31	41	56	
Baseball T- Ball	83	67	60	66	
Basketball Camp	31	35			
Volleyball Camp	44	50			



## 2016 Park User Fees and Olson Park Campground Rates

<u>Item</u>	<u>Proposed 2016 fees</u>	<u>Comments</u>
Chautauqua, Centennial Shelter	\$ 50.00	\$40.00 Key, Damage, Clean up Deposit
Park Open Shelters	\$ 30.00	\$40.00 Damage, Clean up Deposit
Chautauqua Band Shell	\$ 50.00	\$40.00 Damage, Clean up Deposit (add)
Park Open Space	\$ 50.00	99 People or Less
	\$ 110.00	100 to 499 People
	\$ 220.00	500 to 1,000 People
		\$40.00 Damage, Clean up Deposit For Park Open Space.
Olson Park		
Sites 1-12 (Bay Electric)	\$ 31.00	
Sites 13-63 (Electric)	\$ 26.50	
Sites 64-68 (Tent)	\$ 20.50	
Weekly	\$ 180.00	
Monthly	\$ 465.00	
Concession Fees		
One Day, Non-Profit	\$ 65.00	
One Day, Profit	\$ 75.00	All one day permits require \$100 Clean-Up Deposit
Annual, Non-Profit	\$ 80.00	
Annual, Profit	\$ 175.00	All annual permits require \$300 Clean-Up Deposit
Annual Mobile, Non-Profit	\$ 275.00	
Annual Mobile, Profit	\$ 375.00	

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY**

WHEREAS, the City of Worthington has been notified that *Bob Demuth*, hereinafter “Donor” desires to donate personal property to the City; and

WHEREAS, Donor has placed the following restrictions upon gift: The bench will be placed in Olson Park near the bike trail; and

WHEREAS, Minn. Stat. 465.03 requires that acceptance of any donation be approved by the City Council by a two-thirds majority vote;

NOW, THEREFORE, be it RESOLVED:

The City of Worthington does hereby accept the donation referenced above with any and all conditions, if any, as specified by the donor.

That the Mayor and Clerk are authorized to sign said agreement on behalf of the City of Worthington.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by a two thirds majority vote of the Worthington City Council with the following members voting in favor thereof:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, and \_\_\_\_\_; and the following members opposed:  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ (if not, so state).

CITY OF WORTHINGTON

BY: \_\_\_\_\_  
Mike Kuhle, Its Mayor

\_\_\_\_\_  
Janice Oberloh, Its Clerk

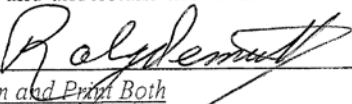
CITY OF WORTHINGTON PARKS, MULTI USE PATHS AND RECREATION  
MEMORIAL DONATION APPLICATIONName of Donor: BOB & BETTY DEMUTHAddress of Donor: 1907 WOODLAND CT WORTHINGTON MNPhone Number: Work: Home: Fax: 507-376-3804 56187Email: swanlake56187@yahoo.comDescription of Donation: 6' Park BenchLocation of Donation: Olson Park Trail (North of disk golf pin 6)

Wording for Memorial Acknowledgment (if any): \_\_\_\_\_

IN HONOR OF BOB & BETTY DEMUTHFORMER MAYOR & FIRST LADY (WORTHINGTON)

All applications shall be accompanied with a letter describing the donation and how the proposed donation meets the applicable criteria outlined in the City Parks, Multi Use paths and Recreation Memorial Donation Policy.

I have read and understand the Memorial and Donation Policy.

Donor:  Date: 11/2/2015  
Sign and Print BothDonor: \_\_\_\_\_ Date: \_\_\_\_\_  
Sign and Print Both

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY**

WHEREAS, the City of Worthington has been notified that *Shirley M. Olson*, hereinafter “Donor” desires to donate personal property to the City; and

WHEREAS, Donor has placed the following restrictions upon gift: The bench will be placed in Ehlers Park near the bike trail; and

WHEREAS, Minn. Stat. 465.03 requires that acceptance of any donation be approved by the City Council by a two-thirds majority vote;

NOW, THEREFORE, be it RESOLVED:

The City of Worthington does hereby accept the donation referenced above with any and all conditions, if any, as specified by the donor.

That the Mayor and Clerk are authorized to sign said agreement on behalf of the City of Worthington.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by a two thirds majority vote of the Worthington City Council with the following members voting in favor thereof:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, and \_\_\_\_\_; and the following members opposed:  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ (if not, so state).

CITY OF WORTHINGTON

BY: \_\_\_\_\_  
Mike Kuhle, Its Mayor

\_\_\_\_\_  
Janice Oberloh, Its Clerk

**CITY OF WORTHINGTON PARKS, MULTI USE PATHS AND RECREATION  
MEMORIAL DONATION APPLICATION**

Name of Donor: SHIRLEY M. OLSON

Address of Donor: 937 DIAGONAL RD WORTHINGTON, MN 56187

Phone Number: Work: Home: Fax: 507-372-2547 (Home)  
507-360-3100 (cell)

Email: Sm.Olson41@gmail.com Sm.Olson41@gmail.com

Description of Donation: Bench (Park)

Location of Donation: 1st Ave SW (South Shore Dr.) Bike Trail + east of

Ehlers Park Sign before 1st Large map

Wording for Memorial Acknowledgment (if any): IN <sup>Loving</sup> Memory of IRWIN OLSON  
(~~Shirley~~) IN honor of Shirley Olson

*All applications shall be accompanied with a letter describing the donation and how the proposed donation meets the applicable criteria outlined in the City Parks, Multi Use paths and Recreation Memorial Donation Policy.*

I have read and understand the Memorial and Donation Policy.

Donor: Shirley M. Olson SHIRLEY M. OLSON Date: 11/10/2015  
Sign and Print Both SHIRLEY M. OLSON

Donor: \_\_\_\_\_ Date: \_\_\_\_\_  
Sign and Print Both

## ENGINEERING MEMO

**DATE: DECEMBER 9, 2015**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

### CONSENT AGENDA CASE ITEMS

#### 1. 2016 INDUSTRIAL WASTEWATER TREATMENT FUND BUDGET

Exhibit 1 is the proposed 2016 Industrial Wastewater Treatment Facility Fund Budget, Equipment Revolving Schedule, and Capital Improvements Program. Per the funding agreement between JBS and the City, JBS is to pay for the net costs associated with the Industrial Facility on a monthly basis. The agreement also establishes that a portion of the costs and payments are to be reconciled quarterly and that all costs and payments be reconciled at year end.

The proposed budget has been provided to JBS for comment as provided for in the funding agreement. No comments were received.

Staff recommends that Council approve the 2016 Industrial Wastewater Fund budget.

### CASE ITEMS

#### 1. APPROVE PLANS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR GRAND AVENUE STREET AND SIDEWALK EXTENSIONS

I & S Group has completed the plans and specifications for the Grand Avenue street and walk extensions as ordered by Council at its June 22, 2015 and October 26, 2015 meetings. Staff recommends that Council approve the plans and specifications for the Grand Avenue street and walk extension project and authorize advertisement for bids to be received on January 20, 2016 and considered for award at the January 25, 2016 Council meeting by passing the resolution in Exhibit 2.

The plans are for the rebid of the street and walk extensions up to the northerly line of the Southwest Minnesota Housing Partnership property and for the initial bid of the extensions continuing to Darling Drive. The plans call for two bid packages, one for the complete street extension and one for the complete sidewalk extension. The plans for the street extension differ slightly in those previously approved by Council for the southerly extension in that they call for use of only a single 5" layer of Drainable Stable Base rather than the two layers of gravel and Open Graded Aggregate Base totaling 9" that had required in the original plans.

**2. APPROVE PLANS AND AUTHORIZE ADVERTISEMENT FOR REBIDS OF 2015 STATE AID STREET OVERLAYS PROJECT**

Council approved plans for the 2105 State Aid Street Overlays Project at its July 13, 2015 meeting. A single bid % over the engineer's estimate was received for the project. Council considered and rejected the bid at its August 10, 2015 meeting and directed that the project be rebid early in 2016.

Updated plans and specifications for the 2015 State Aid Street Overlays project have been completed by staff. The streets to be overlaid in the project are Clary Street from Omaha Avenue to Milton Avenue and 1<sup>st</sup> Avenue from 12<sup>th</sup> Street to 16<sup>th</sup> Street as shown below. The overlays are to improve the ride of the concrete paved streets which are otherwise structurally sound. This will be the first overlay on both street segments. Pedestrian ramps on Clary Street abutting the overlay will also be improved to meet current American with Disabilities Act standards.

The total estimated cost of the project, including engineering and contingencies, is \$234,000. This project estimate is \$39,000 higher than that used last year but about \$51,000 less than that which would have been projected based on the sole bid received. All cost will be paid for through MSAS funding.

Staff recommends that Council approve the plans and specifications for the 2015 State Aid Street Overlays Project Rebid and authorize advertisement for bids to be received on January 20, 2016 and considered for award at the January 25, 2016 Council meeting.



### **3. DESIGNATION OF MUNICIPAL STATE AID STREET AND COUNTY STATE AID HIGHWAY**

Municipalities with a population of 5,000 or more may designate up to 20% of its street mileage as Municipal State Aid (MSA) streets. MSA streets must be projected to carry a relatively heavy traffic volume and/or is functionally classified as a collector or arterial street, and connect points of major traffic interest within the city. Designated streets must form contiguous routes between other state aid designated routes and/or trunk highways. Designations are subject to approval of the Minnesota Department of Transportation. Trunk highways and County State Aid Highways (CSAH) that are turned-back to cities and meet the designation requirements may be added as MSA streets above the 20% mileage limitation.

All counties are authorized to have County State Aid Highways (CSAH). Per the current statute pertaining to State Aid systems, the mileage available to Counties is that which they had in 1957 plus any Trunk Highways that are turned-backed to the County and meet the criteria for designation as a CSAH. Counties may, subject to MnDOT approval, relocate routes but typically may not increase their total mileage. Criteria for designating CSAH routes is similar to that for designating MSA streets except that it is promoted to a county wide approach.

The Minnesota Department of Transportation (MnDOT) has turn-backed the segment of former TH 59/60 between Flower Lane and County Road 57 to the City and the segment of former TH 59/60 between County Road 57 and the intersection of new TH 59/60 and East Gateway Drive to Nobles County. MnDOT has given preliminary to these segments being eligible for designation as a Municipal State Aid Street (MSAS) and a County State Aid Highway (CSAH), respectively. Whereas state aid routes must be contiguous between equivalent or higher order state or state aid designations, the proposed CSAH designation must include the segment of CR 57 between old and new TH 59/60. Any CSAH designation by a county within a city must be approved by the city.

Exhibit 3 includes a map of the proposed MSA street and CSAH designations. Staff recommends that Council pass the resolution in Exhibit 3 designating Flower Lane (old TH 59/60) from the former intersection of TH 59/60 and Flower Lane to County Road 57. Staff also recommends that Council pass the resolution approving the County Board's designation of West Gateway Drive and East Gateway as a CSAH.

#### ***Additional Information.***

*1. Additional revisions to existing MSA street and CSAH routes are proposed as previously presented to Council. These changes are shown on the maps in Exhibit 3 identified as "Existing" and "Proposed". Whereas the affected routes are currently designated as either MSA streets or CSAH there is not the same priority to make those*



*changes as there is to designate the recently turned-backed segment of TH 59/60. All of the proposed changes are due to the changes in TH 59/60 and are intended to better match the function of roadways following the TH 59/60 reconstruction and to maintain the same mileage of CSAH designations.*

*2. The segment of former TH 59/60 that is now an extension of Clifton Avenue (from Dover Street) to Oxford Street has not yet been turn-backed to the City. MnDOT is continuing to work on the surveys and documents associated with releasing temporary right-of-ways and former segment of TH 59/60 to the City along that portion of the project northeast of the Gateway area.*

*3. The amount of funds available to cities for MSA street projects and maintenance is determined by population (50%) and roadway needs as calculated in a manner applied to all cities. Additional MSA mileage does not directly result in a proportional amount of funds available to a city nor on a statewide basis. Unfortunately, the percentage of transportation funding available for all cities is fixed although the number of cities is growing (cities reaching the 5,000 population threshold) and the MSA mileage within cities is increasing.*

*Minnesota statute provides that future costs of a roadway is a reasonable and proper consideration in its turn-back or conveyance to a local unit of government. Council may recall that MnDOT will, at the time funds are available, provide a lump sum payment of \$1,087,080 to the City for improvements to the Flower Lane segment of former TH 59/60. This payment is in lieu of having roadway improvements being eligible for funding as a turn-back project and was provided for in the agreement between the City and MnDOT approved by Council in March of 2014.*

#### **4. ORDER PREPARATION OF REPORT ON PROPOSED STREET RECONSTRUCTION IMPROVEMENT STUDY**

As Council will recall, an improvement to reconstruct the following streets was considered at an improvement hearing and ordered on May 26, 2015.

- > Darling Drive - 186 feet east of the center line of North Burlington Avenue to Grand Avenue extended
- > Hagge Street - Tower Street to Diagonal Road
- > Schaap Drive - 1st Avenue Southwest to 1st Avenue Southwest

*Engineering Memo - December 9, 2015*

*Page 5*

The single bid received on the project was considered and rejected by Council on July 13, 2015. At that time it was reported that staff will provide further recommendations following additional investigation into pricing changes and evaluation of alternative methods of residential street reconstruction.

Staff has evaluated the street reconstructions as proposed and corresponding costs. Although study is not complete, there has been adequate investigation to determine that the cost for any appropriate means of reconstruction will now be over the costs presented at the May 26, 2015 by an amount warranting re-initiation of the improvement process. At this time staff has identified a modification to the bituminous pavement section that is projected to reduce costs but not to a level that will reduce overall costs to those represented in the original project study. Staff has also estimated a concrete alternative however initial review indicates that such an alternative will be substantially more expensive than the bituminous option and will have certain deficiencies associated with preserving the existing curb and gutter.

Staff recommends that Council pass the resolution in Exhibit 4, rescinding the action to order the street reconstruction improvements and order preparation of a new study on proposed improvements.

## CITY OF WORTHINGTON, MINNESOTA

605	INDUSTRIAL WASTEWATER FACILITY FUND	2013	2014	'15 REVISED	2015	2016
	REVENUE (30000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
	PROPRIETARY OPERATING REVENUES (37000)					
	OTHER OPERATING REVENUES (37100)					
37189- 0000	OTHER REVENUES	9,511	8,217	10,000	1,863	9,000
37192- 0000	FACILITY COMPENSATION	1,646,724	1,569,161	1,577,385	1,577,385	1,635,761
	TOTAL OTHER OPERATING REVENUES	1,656,235	1,577,378	1,587,385	1,579,248	1,644,761
	NON-OPERATING REVENUES (38000)					
38001- 0000	INTEREST EARNINGS	6,431	11,509	3,608	3,608	3,449
	TOTAL NON-OPERATING REVENUES	6,431	11,509	3,608	3,608	3,449
	TOTAL REVENUES BEFORE USE OF RETAINED EARNINGS	1,662,666	1,588,887	1,590,993	1,582,856	1,648,210
	USE OF RETAINED EARNINGS (26000)					
	USE OF RESERVED BALANCES (26300)					
26307- 0000	EQUIPMENT REVOLVING	16,300	19,284	16,838	21,121	57,802
	USE OF UNRESERVED UNDESIGNATED RETAINED EARNINGS					
26499- 0000	UNRESERVED UNDESIGNATED RETAINED	0	0	207,170	0	267,250
	TOTAL USE OF RETAINED EARNINGS	16,300	19,284	224,008	21,121	325,052
	TOTAL INDUSTRIAL WASTEWATER FACILITY FUND SOURCES	1,678,966	1,608,171	1,815,001	1,603,977	1,973,262

ADDITIONAL INFORMATION:

605- 37189- 0000 Wgtn Rendering and miscellaneous disposal proceeds

## CITY OF WORTHINGTON, MINNESOTA

605	INDUSTRIAL WASTEWATER FACILITY FUND	2013	2014	'15 REVISED	2015	2016
	EXPENDITURES (40000)	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
	OPERATIONS (49400)					
49439	OPERATIONS - SOURCE MISCELLANEOUS					
	SUPPLIES					
2216	CHEMICALS AND CHEMICAL PRODUCTS	0	395,931	500,000	450,000	514,500
2229	MISC REPAIR AND MAINT SUPPLIES	0	216	0	0	0
	TOTAL SUPPLIES	0	396,147	500,000	450,000	514,500
	OTHER SERVICES AND CHARGES					
3307	MANAGEMENT FEES	6,000	6,000	6,000	6,000	6,000
3319	MISC PROFESSIONAL SERVICES	1,184,749	520,780	591,500	591,500	610,000
3361	GENERAL LIABILITY INSURANCE	5,857	5,057	5,100	4,442	4,500
3362	PROPERTY INSURANCE	4,091	4,227	5,300	4,071	4,100
3381	ELECTRIC UTILITIES	0	159,533	192,456	185,000	193,000
3403	IMPROVEMENTS OTHER THAN BUILDINGS	86	742	5,000	2,000	5,000
3404	MACH & EQUIP - REPAIR & MAINT	8,288	97,887	100,000	88,500	118,500
3419	MISC RENTALS	0	180	1,000	500	1,000
3437	LICENSES AND TAXES	8,974	9,350	10,590	10,200	10,000
	TOTAL OTHER SERVICES AND CHARGES	1,218,045	803,756	916,946	892,213	952,100
	TOTAL OPERATIONS-SOURCE MISCELLANEOUS	1,218,045	1,199,903	1,416,946	1,342,213	1,466,600
	ADMINISTRATION (49600)					
	WASTEWATER ADMINISTRATION (49610)					
49619	GENERAL ADMINISTRATION MISCELLANEOUS					
	OTHER SERVICES AND CHARGES					
3301	AUDITING AND ACCOUNTING SERVICES	9,938	10,029	7,056	7,056	6,638
3361	GENERAL LIABILITY	1,451	1,589	1,600	727	800
3438	REFUNDS AND REIMBURSEMENTS	171,568	219,007	0	76,870	0
	TOTAL OTHER SERVICES AND CHARGES	182,957	230,625	8,656	84,653	7,438
	TOTAL GENERAL ADMINISTRATION MISC	182,957	230,625	8,656	84,653	7,438
	TOTAL EXPENDITURES BEFORE FIXED ASSETS	1,401,002	1,430,528	1,425,602	1,426,866	1,474,038
	FIXED ASSETS (49700)					
49769	FA MISCELLANEOUS					
5549	MACHINERY & EQUIPMENT	16,294	4,764	53,838	48,720	151,052
	TOTAL FA MISCELLANEOUS	16,294	4,764	53,838	48,720	151,052
49773	TUNNEL NEW SEWER UNDER 1-90					
1XXX	PAYROLL EXPENDITURES	0	61	0	0	0
5537	IMPROVEMENT ADMINISTRATION	0	0	0	1,055	0
5538	IMPROVEMENT CONSTRUCTION	0	0	0	5,590	0
5539	IMPROVEMENT MISCELLANEOUS	0	1,144	266,000	0	267,250
	TOTAL TUNNEL NEW SEWER UNDER 1-90	0	1,205	266,000	6,645	267,250
49774	MISC IMPROVEMENTS					
1XXX	PAYROLL EXPENDITURES	10	0	0	0	0
	TOTAL MISC IMPROVEMENTS	10	0	0	0	0
49776	DECHLORINATION IMPROVEMENTS					
1XXX	PAYROLL EXPENDITURES	130	0	0	0	0
5536	IMPROVEMENT ENGINEERING	15,648	2,001	0	0	0
5537	IMPROVEMENT ADMINISTRATION	559	0	0	0	0
5538	IMPROVEMENT CONSTRUCTION	137,245	0	0	0	0
	TOTAL DECHLORINATION IMPROVEMENTS	153,582	2,001	0	0	0
	TOTAL FIXED ASSETS	169,886	7,970	319,838	55,365	418,302

## CITY OF WORTHINGTON, MINNESOTA

605	INDUSTRIAL WASTEWATER FACILITY FUND	2013 ACTUAL	2014 ACTUAL	'15 REVISED BUDGET	2015 PROJECTED	2016 BUDGET
TOTAL EXPENDITURES BEFORE INTERFUND LIABILITIES AND INCREASE IN RETAINED EARNINGS		1,570,888	1,438,498	1,745,440	1,482,231	1,892,340
INCREASE IN RETAINED EARNINGS (26000)						
INCREASE IN RESERVES (26300)						
26307- 0000	EQUIPMENT REVOLVING	66,701	63,706	69,561	69,561	80,922
26322- 0000	CAPITAL PROJECTS	37,670	82,966	0	52,185	0
INCREASE IN UNRESERVED UNDESIGNATED RETAINED EARNINGS (26400)						
26499- 0000	UNRESERVED UNDESIGNATED RETAINED	3,707	23,001	0	0	0
TOTAL INCREASE IN RETAINED EARNINGS		108,078	169,673	69,561	121,746	80,922
TOTAL INDUSTRIAL WASTEWATER FACILITY FUND USES		1,678,966	1,608,171	1,815,001	1,603,977	1,973,262

ADDITIONAL INFORMATION:

605- 49439- 2229	Rip Rap and gravel materials
3319	Contract to operate plant, other professional services
3403	Labor costs for fence repairs, graveling, plowing, weed mowing, Rip Rap on dike, etc.
3404	Manhole relining (\$44,000), clarifier mech recoat (\$55,250), sludge MH (\$8,500) and fence repairs (\$10,750)
3419	Snow plow, blade, tractor and mower, two ton trucks, hauling gravel, Rip Rap, etc. End loader - loading gravel, Rip Rap, etc. Use of pay loader for clean up of dead trees and brush
3437	NPDES annual permit fees (discharge and storm), other annual fees, NPDES application
49769- 5549	Geobag, etc. (\$6,000), chemical tank (\$70,000), mower & storage (\$10,000) and Polyblend, etc. (\$7,250), From ERS (\$57,802): recycle sludge pump, clarifier mech & diffuser sheaths

## CITY OF WORTHINGTON, MINNESOTA

CAPITAL IMPROVEMENT PROGRAM  
FOR THE YEARS 2016 - 2020  
(AMOUNTS IN DOLLARS)

H.	2016	INDUSTRIAL WASTEWATER FACILITY	PROPOSED BUDGETARY FUND/ACCOUNTS	PROJECT TOTALS	GENERAL TAX FINANCING	CAPITAL RESERVE FINANCING	UTILITY REVENUE FINANCING	SPECIAL ASSESSMENT FINANCING	G.O. BOND FINANCING	G.O. REV BOND FINANCING	STATE AID FINANCING	FEDERAL AID FINANCING	OTHER
	H1	TUNNEL NEW SEWER UNDER I-90	605-49773-5639	267,250		267,250							
	2016	INDUSTRIAL WASTEWATER FACILITY TOTALS		267,250	0	267,250	0	0	0	0	0	0	0
H.	2017	INDUSTRIAL WASTEWATER FACILITY											
	H1	REPLACE SEWER FROM MANHOLE 605-49772-5639		589,200					589,200				
	2017	INDUSTRIAL WASTEWATER FACILITY TOTALS		589,200	0	0	0	0	589,200	0	0	0	0
H.	2018	INDUSTRIAL WASTEWATER FACILITY											
	H1	INDUSTRIAL WASTEWATER FACILITY		0									
	2018	INDUSTRIAL WASTEWATER FACILITY TOTALS		0	0	0	0	0	0	0	0	0	0
H.	2019	INDUSTRIAL WASTEWATER FACILITY											
	H1	INDUSTRIAL WASTEWATER FACILITY		0									
	2019	INDUSTRIAL WASTEWATER FACILITY TOTALS		0	0	0	0	0	0	0	0	0	0
H.	2020	INDUSTRIAL WASTEWATER FACILITY											
	H1	INDUSTRIAL WASTEWATER FACILITY		0									
	2020	INDUSTRIAL WASTEWATER FACILITY TOTALS		0	0	0	0	0	0	0	0	0	0

BLUE

## CITY OF WORTHINGTON, MINNESOTA

EQUIPMENT REVOLVING SCHEDULE  
FOR THE YEARS 2016-2020  
(AMOUNTS IN DOLLARS)

Install Date	Equipment Description	Years of Useful Life	Replace in (Year)	Reserve Goal	12/31/2015 Reserve Balance	Add to Reserve for 2016	With- draw for 2016	Carry- over from 2015	12/31/2016 Reserve Balance	DECEMBER 31 RESERVE BALANCES				
										2017	2018	2019	2020	
INDUSTRIAL WASTEWATER FACILITY FUND - 605														
99	RAW INFLUENT PUMPS	15	2021	45,000	22,500	4,500			27,000	31,500	36,000	40,500	45,000	
89	RECYCLE SLUDGE PUMP	20	2016	6,000	5,839	161	6,000		0	162	323	485	646	
89	RECYCLE SLUDGE PUMP	24	2020	6,000	5,839	32			5,871	5,903	5,935	5,968	6,000	
14	RECYCLE SLUDGE PUMP	20	2034	6,000	300	300			600	900	1,200	1,500	1,800	
15	WASTE AND SCUM PUMP	20	2035	4,671	0	234			234	468	702	936	1,170	
89	WASTE AND SCUM PUMP	30	2020	4,800	4,692	22			4,714	4,735	4,757	4,778	4,800	
14	ANAEROBIC EFF PUMP	20	2034	13,284	604	604			1,208	1,812	2,416	3,020	3,624	
89	ANAEROBIC EFF PUMP	30	2020	13,000	12,398	120			12,518	12,639	12,759	12,880	13,000	
99	AUTOMATIC SAMPLER	18	2018	10,500	9,989	170			10,159	10,330	10,500	583	1,167	
89	CLARIFIER MECHANISM W/O DR	22	2016	35,002	32,429	2,573	35,002		0	1,591	3,182	4,773	6,364	
15	AERATION DIFFUSERS (1000)	8	2023	31,000	0	3,875			3,875	7,750	11,625	15,500	19,375	
8	AERATION DIFFUSERS (1350)	8	2016	16,800	15,866	934	16,800		0	2,100	4,200	6,300	8,400	
16	AERATION DIFFUSERS (1350)	8	2024	41,850	10,015	3,537			13,552	17,089	20,627	24,164	27,701	
13	AERATION BLOWER #2	14	2027	79,995	63,819	1,348			65,167	66,515	67,863	69,211	70,559	
89	AERATION BLOWER #1	27	2018	85,757	74,788	3,656			78,444	82,100	85,756	3,176	6,352	
89	AERATION BLOWER SPARE #3				0	0			0	0	0	0	0	
	ELECTRIC INSTRUMENT	23/20	2018	89,113	84,400	1,571			85,971	87,542	89,113	4,456	8,911	
03	GENERATOR	20	2024	29,300	15,350	1,550			16,900	18,450	20,000	21,550	23,100	
04	GRAVITY BELT THICKENER	15	2019	260,000	181,375	19,656			201,031	220,687	240,343	260,000	17,333	
04	NETZSCH PROG CAVITY PUMP	15	2019	15,000	10,386	1,154			11,540	12,694	13,848	15,000	1,000	
04	SOD-ALUM PULSAFEEDERS (2)	15	2019	21,700	10,351	2,837			13,188	16,025	18,862	21,700	1,447	
04	GORMAN RUPP MIXER PUMP	15	2019	17,650	12,222	1,358			13,580	14,938	16,296	17,650	1,177	
04	KSB DECANT PUMP	15	2019	7,500	5,193	577			5,770	6,347	6,924	7,500	500	
04	CONTROL PANELS/MCC'S	15	2019	50,000	34,614	3,846			38,460	42,306	46,152	50,000	3,333	
04	CLARIFIER DRIVE (SPARE)				0	0			0	0	0	0	0	
04	AQUA DISK FILTERS(2)	20	2024	268,000	134,001	14,889			148,890	163,779	178,668	193,557	208,446	
04	KSB FILTER PUMPS(2)	20	2024	22,000	10,998	1,222			12,220	13,442	14,664	15,886	17,108	
04	FILTER PUMPS VFD DRIVES (2)	20	2024	17,000	8,496	944			9,440	10,384	11,328	12,272	13,216	
14	BISULFITE EQUIPMENT	19	2033	20,000	0	1,053			1,053	2,105	3,158	4,211	5,263	
15	CHLORINE EQUIPMENT	20	2035	15,000	0	750			750	1,500	2,250	3,000	3,750	
98	SODA ASH EQUIPMENT	2/20	2018	12,000	0	4,000			4,000	8,000	12,000	600	1,200	
SUBTOTAL INDUSTRIAL WASTEWATER FACILITY FUND - 605					766,464	77,473 *	57,802	0	786,135	863,793	941,451	821,156	521,742	
INTEREST EARNINGS ERS (.45%)					66,714	3,449			70,163	3,853	3,904	4,254	3,714	
TOTAL INDUSTRIAL WASTEWATER FACILITY FUND - 605					833,178	80,922	57,802	0	856,298	867,646	945,355	825,410	525,456	

\*Used for facility compensation calculation.

**RESOLUTION NO.**

**APPROVING PLANS AND SPECIFICATIONS  
AND ORDERING ADVERTISEMENT FOR BIDS**

**WHEREAS**, Pursuant to Resolutions numbered 3599 and 3600, passed by Council on June 22, 2015, Council action of August 10, 2015, and Resolution numbered 3624, passed by Council on October 26, 2015, I+S Group, Inc., has prepared plans and specifications for the following:

An improvement of the following described street by grading, base construction, curb and gutter construction, and surfacing:

***GRAND AVENUE** from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West*

and

An improvement of the following described street by construction of sidewalks:

***GRAND AVENUE** from Oxford Street to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West*

and

An improvement to the following described street by grading, base construction, curb and gutter construction, surfacing, and sidewalk construction:

***GRAND AVENUE** - from the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West to Darling Drive*

and

**WHEREAS**, Said plans and specifications provide for bids to be received on the improvements as described above and

**WHEREAS**, Said plans and specifications for said improvements have been presented to the council for approval.

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

**I.** Such plans and specifications for said improvements, a copy of which is attached hereto and made a part hereof, are hereby approved.



***Resolution No.***

***Page 2 of 2***

2. The City Clerk shall prepare and cause to be inserted in the official newspaper and on QuestCDN.com an advertisement for bids upon the making of said improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received at the office of the City Clerk of the City of Worthington, Minnesota, until 2:00 p.m. on Wednesday, January 20, 2016, at which time they will be publicly opened in the Council Chambers of City Hall, 303 Ninth Street, Worthington, Minnesota, by a Council designated committee, and bids and the responsibility of the bidders will be considered by the City Council at 7:00 p.m. on Monday, January 25, 2016, in the Council Chambers of City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five percent (5%) of the amount of the bid.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14<sup>th</sup> day of December 2015.

(SEAL)

---

Mike Kuhle, Mayor

Attest

---

Janice A. Oberloh, City Clerk

## RESOLUTION

### ESTABLISHING MUNICIPAL STATE AID STREET

**WHEREAS**, it appears to the City Council of the City of Worthington that the street hereinafter should be designated Municipal State Aid Street under the provisions of Minnesota Law.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Worthington that the road be described as follows, to-wit:

Former TH 59/60, now known as Flower Lane, from its intersection with Flower Lane to County Road 57, also known as West Gateway Drive. Total length being approximately 2,365 feet, 0.448 miles.

be, and hereby is established, located and designated a Municipal State Aid Street of said City, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

**BE IT FURTHER RESOLVED**, that the City Clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a Municipal State Aid Street of the City of Worthington, to be numbered and known as a Municipal State Aid Street.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of December, 2015.

## CERTIFICATION

STATE OF MINNESOTA  
COUNTY OF NOBLES

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the City Council of the City of Worthington at an authorized meeting held on the 14<sup>th</sup> day of December 2015 as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
*City Clerk*

\_\_\_\_\_  
*NOTARY PUBLIC*

## RESOLUTION

### APPROVING DESIGNATION OF COUNTY STATE HIGHWAY WITHIN THE CITY OF WORTHINGTON

**WHEREAS**, the County Board of the County of Nobles did adopt a resolution on December 1, 2015 locating, establishing, designing and numbering the County State Aid Highway System of Nobles County, and

**WHEREAS**, said resolution locates and establishes certain County State Aid Highways within the corporate limits or the City of Worthington.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Worthington that the resolution adopted by the County Board, a copy of which is attached hereto and made a part thereof, locating or establishing the County State Aid Highway system within the City limits is in all things approved.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of December, 2015.

## CERTIFICATION

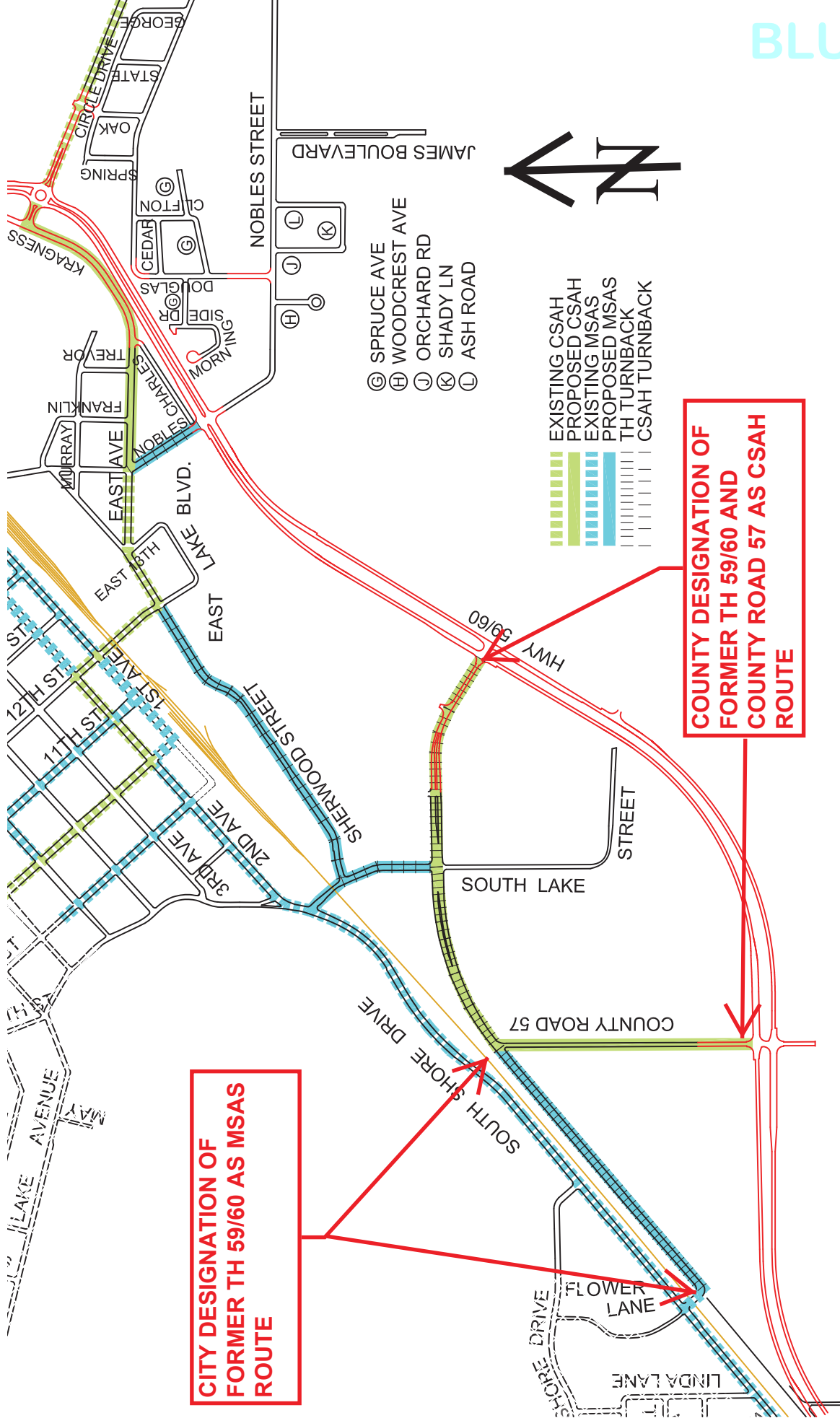
STATE OF MINNESOTA  
COUNTY OF NOBLES

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the City Council of the City of Worthington at an authorized meeting held on the 14<sup>th</sup> day of December 2015 as shown by the minutes of the meeting in my possession.

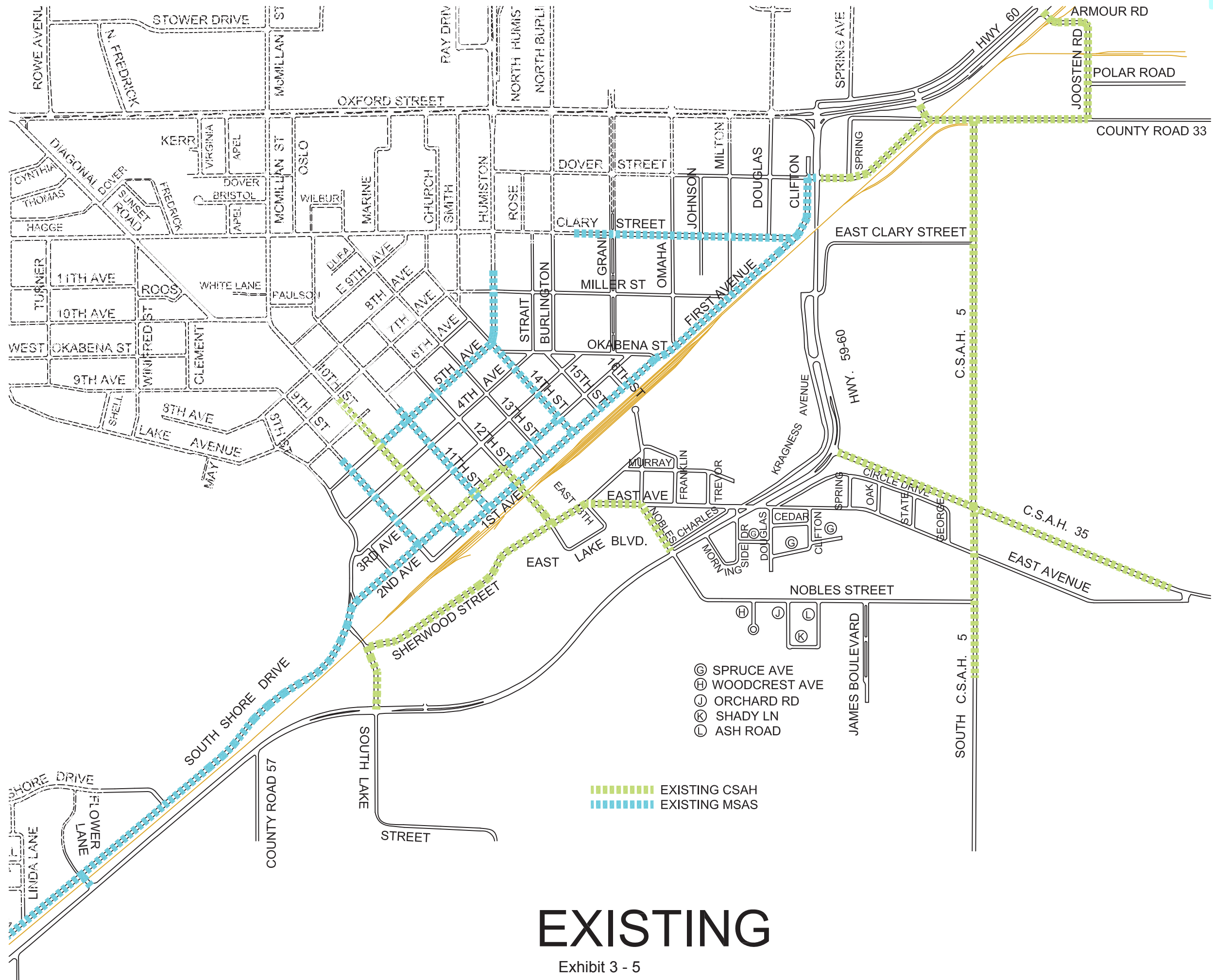
Signature: \_\_\_\_\_  
*City Clerk*

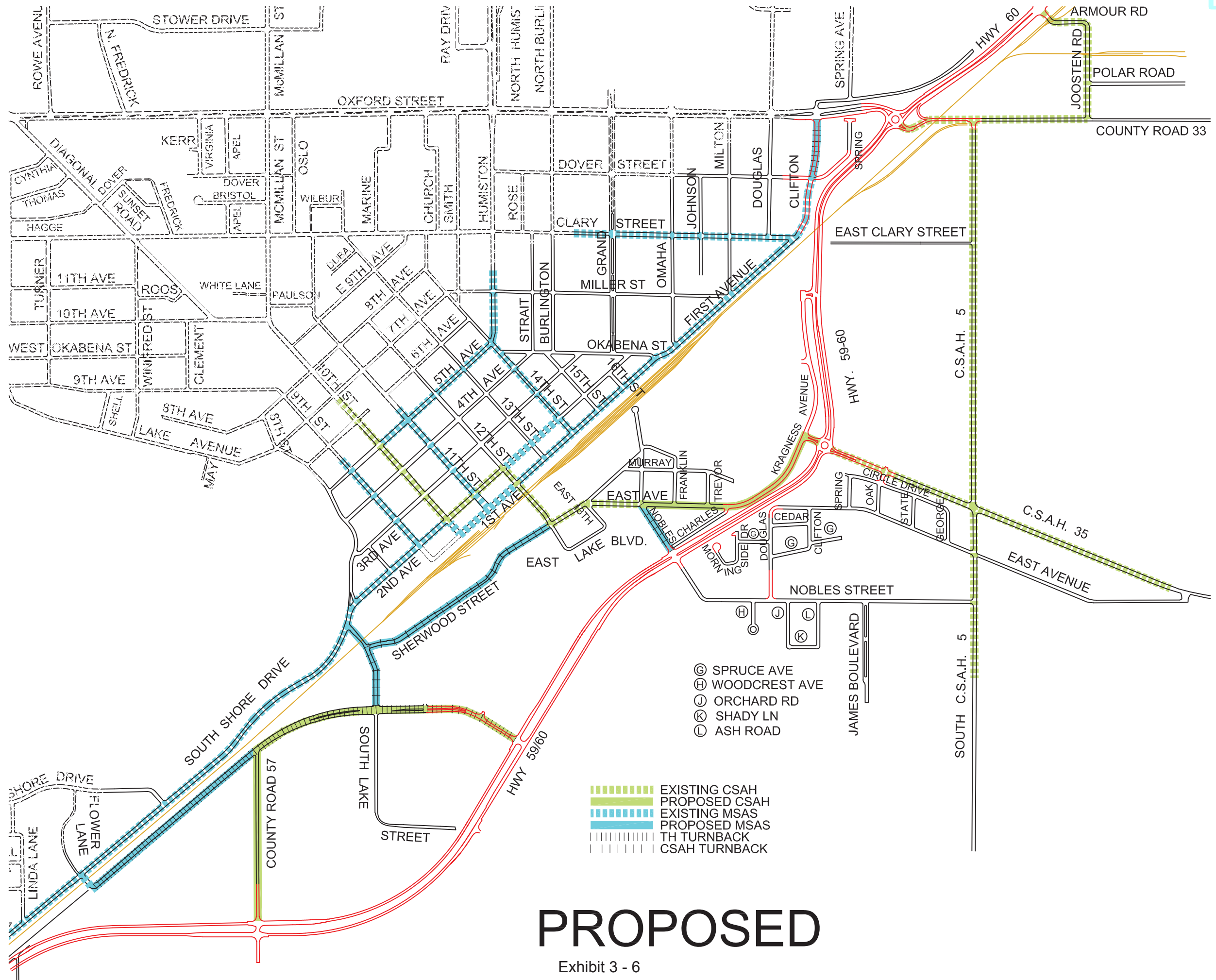
\_\_\_\_\_  
*NOTARY PUBLIC*











**RESOLUTION NO.****ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

**WHEREAS**, It is proposed to improve the following described streets by regrading, base reconstruction, necessary curb and gutter reconstruction, and resurfacing:

***DARLING DRIVE*** from 186 feet east of the center line of North Burlington Avenue to Grand Avenue extended

***HAGGE STREET*** from Tower Street to Diagonal Road

***SCHAAP DRIVE*** from 1<sup>st</sup> Avenue Southwest to 1st Avenue Southwest

and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429; and

**WHEREAS**, A report on such improvement was prepared received by City Council on May 11, 2015; and

**WHEREAS**, Such an improvement was ordered by Resolution No. 3595 on May 26, 2015; and

**WHEREAS**, Bids were considered by City Council on July 13, 2015 and determined to be significantly over costs represented in said report; and

**WHEREAS**, The unexpectedly high costs warrant reinitiating consideration of the improvement.

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

**1.** That the action taken as part of Resolution 3595, adopted on May 26, 2015, to order such improvement as proposed in Resolution 3592, adopted on May 11, 2015, is hereby rescinded.

**2.** That the proposed improvement be referred to the city engineer for further study, and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvement as recommended.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of December, 2015.

(SEAL)

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Mike Kuhle, Mayor

Attest:

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Janice A. Oberloh, City Clerk



**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: DECEMBER 10, 2015**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1. 2016 MINNESOTA CITY PARTICIPATION PROGRAM APPLICATION**

The Minnesota City Participation Program (MCP), which is offered through the Minnesota Housing Finance Agency (MHFA), is an annually funded program that provides below market interest rate home mortgage loans for low to moderate income first-time home buyers purchasing homes within awarded communities. The loans are originated by an MHFA contracted lender and sold to the MHFA. Awarded communities are given an allotment of dollars that are exclusively for mortgages within the community for six months. Unused funds are placed into a pool that is then available to any MCP community until funds are exhausted or the end of the year, whichever occurs first. The program is administered by MHFA and does not require a local match. Below is a usage summary of the MCP in previous years.

<u>Year</u>	<u>Allocation</u>	<u># of Loans</u>	<u>Total \$ Committed</u>
2006	\$163,362	22	\$1,637,950
2007	\$151,806	4	\$324,675
2008	\$179,198	7	\$748,300
2009	No Program Due to Non-Competitive Bonding Market		
2010	\$172,878	6	\$536,958
2011	\$180,324	10	\$1,141,408
2012	\$207,282	3	\$331,750
2013	\$208,806	6	\$656,730
2014	\$221,061	5	\$472,450
2015	\$222,005	*	*

\*Numbers not available as of 12/10/15

Since the program provides the City with a financial tool to accomplish its goal of promoting home ownership, and does so without local match or administration, staff is recommending the Council apply for MCP funds for 2016 by authorizing the City staff to submit an application shown in Exhibit 1A.

**2. FIRST READING - CHANGE OF ZONE - 500 & 620 STOWER DRIVE**

At its November 9<sup>th</sup> meeting, the Worthington City Council considered the Commission's recommendation to deny Lori Klooster's application to rezone 500 Stower Drive from "M-2" - General Manufacturing to "M-1" - Light Manufacturing. After much discussion, the Council tabled the application to allow the Planning Commission to consider re-zoning the segment of the south side of Stower Drive shown on the map provided in Exhibit 2A to "M-1" zoning

designation. An excerpt of the November 9<sup>th</sup> Council meeting is provided in Exhibit 2B.

The Planning Commission considered Council's request at its December 1<sup>st</sup> meeting. After holding a public hearing, the Commission concluded ??? and voted, on a 4-1 vote, to recommend Council approve the change of zone for the properties highlighted in Exhibit 2A and legally described in Exhibit 2C from the current "M-2" designation to "M-1". The subject properties are commonly referred to as 500 and 620 Stower Drive. A draft copy of the December 1<sup>st</sup> Commission meeting is provided in Minutes Section of the Council packet. Copies of the previous case items, minutes, or exhibits related to the matter are available upon request.

Should Council concur with the Commission's recommendation, it may do so by approving the first reading of the Ordinance shown in Exhibit 2C.

### 3. SPECIAL USE PERMIT APPLICATION - 2001 NOBLES STREET

Lori Klooster is seeking the approval of a special use permit to allow for the establishment of an adult day care service business on property owned by June Farwick at 2001 Nobles Street (Exhibit 3A). The property is zoned "R-2" - One Family, Low Density Residential. Child Care land uses are permitted in the "R-2" District through the issuance of a special use permit. The legal description of the subject property is as follows:

That part of Lot 9 and Street Lot "A" of Auditor's Plat of Brower Subdivision of a part of the South Half of the Southeast Quarter of Section 24, Township 102 North, Range 40 West, lying south of the right-of-way of the Chicago, Rock Island and Pacific Railway Company, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the southwest corner of Street Lot "A" of Auditor's Plat of Brower Subdivision, according to the recorded plat thereof; thence on an assumed bearing of North 0 degrees 24 minutes 43 seconds West, along the west line of said Street Lot "A," a distance of 2.00 feet to a point 35 feet north of the south line of said Section; thence South 89 degrees 41 minutes 05 seconds East, parallel with the south line of said Section, a distance of 20.00 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence North 0 degrees 24 minutes 43 seconds West a distance of 125.01 feet to an iron monument; thence South 89 degrees 41 minutes 05 seconds East a distance of 124.34 feet to an iron monument; thence South 0 degrees 14 minutes 19 seconds West a distance of 125.00 feet to an iron monument located 35 feet north of the south line of said Section; thence North 89 degrees 41 minutes 05 seconds West, parallel with said south line, a distance of 122.92 feet to the point of beginning, subject to easements now of record in said county and state.

The Planning Commission considered the application at its December 1, 2015 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council approve the special use permit with the following conditions:

1. The applicant obtain the proper license(s) from the Minnesota Department of Health for the adult day care facility at this location;
2. The applicant properly screen any outdoor trash area in compliance with City Code;

3. The applicant complies with the off-street parking requirements outlined in City Code.

The Commission's recommendation was based on the following considerations:

1. Many communities, including Worthington, adopt a Zoning Ordinance to set forth regulations and standards relating to the nature and extent of uses of land within the community. Within the context of an ordinance, there is an adoption of an official zoning map that designates districts. These zoning districts outline uniform regulations for all properties to abide by, including land use. In the City of Worthington, there are 19 number of zoning districts (7 residential, 4 commercial, 2 industrial, and 6 special districts). Each district has its own regulations (i.e., setbacks, densities, building coverages, land uses) to assure the districts are developed harmoniously. The Worthington Zoning Ordinance groups similar land uses into land use groups and identifies in which zoning districts each land use group is permitted, permitted by special use or not permitted at all.

As can be seen in Exhibit 3B, child care (infant, child, and/or adult) land uses are currently permitted or permitted as a special use in all of the residential zoning districts, including the R-2 district as a special use. The purpose of a special use permit is to allow for the local unit of government to determine if the proposed use of the land or the expansion of such use is compatible with the surrounding area and establish conditions, if applicable, on the use or its expansion to assure its compatibility with its surroundings.

2. The 3,095 square foot residential structure on the subject property was originally constructed in 1995 for Worthington School District 518 for a residential group home. A site plan of the subject property is provided as Exhibit 3C. Since the District sold the property in 2009, the structure has been utilized as a single family dwelling. Sitting on just over 15,000 square feet of land, the applicant is proposing to convert the home into an adult day care center to move her existing business, Living Life Adult Day Center.

An adult day care center, as described by the National Adult Day Services Association, is a facility/center that provides a coordinated program of professional and compassionate services for adults in a community-based group setting. Services are designed to provide social and some health services to adults that need supervised care in a safe place outside the home during the day. The facility would provide the following services: social activities (social interaction with planned activities), personal care (grooming, bathing, etc.), therapeutic activities (restored therapy), dining (meals/snacks) and transportation (door to door service to facility). The applicant is intending to employ 2-3 people, including skilled nursing care staff.

3. With each zoning application that is submitted, Staff reviews the property's compliance with all applicable zoning regulations. Since the proposed land use will occupy an existing building, the only zoning regulations that applicable are off-street parking and outdoor trash areas. Below is a summary of staff's review:

**OFF-STREET PARKING**- Exhibit 3C is an existing site plan for the subject property. 4 parking stalls are currently provided on site. According to the parking requirements in the Zoning Ordinance, a day care facility is required to provide one parking stall for each employee. With the intentions of having only 2-3 employees, the applicant would be in compliance. Should on-site employment exceed 4 employees, the applicant will have to provide additional parking on-site or enter into a lease arrangement with the neighboring religious institution.

Staff would suggest that a motion for approval, if applicable, should include the condition that requires the applicant to comply with the off-street parking requirements outlined in the City Code.

**TRASH SCREENING** - Title XV, Section 155.043(G) of the City Code requires all uses that provide trash or garbage collection areas to be enclosed on at least three sides by opaque screening. The open side must not face any street or the front yard of any abutting property. With no site plan to determine if an outdoor trash area will be established, City staff would suggest that any motion for approval include a condition that requires the proper screening of any outdoor trash area in accordance with City Code.

4. As with any special use permit application, the proposed land use must be determined to be compatible with the land uses surrounding the property in question. The following is a brief description of the land uses surrounding the subject property.

<b>North -</b>	religious institution and single family residential
<b>South -</b>	single family residential
<b>East -</b>	religious institution, multi-family residential, vocational services
<b>West -</b>	single family residential

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. The current Land Use Map designates the subject area as low density residential (up to 6 units per acre). Staff is of the opinion that the proposed special use permit would not injure the purpose or intent of low density residential designation outlined in the City's Comprehensive Plan.

#### 4. **SITE PREPARATION ASSISTANCE EXTENSION**

On December 8, 2014, City Council considered and awarded KD Slayton Properties, LLC, up to \$122,797.82 in Site Preparation Assistance funds to help with the soil remediation affiliated with the construction of a 9,525 square foot strip mall at 1324 Ray Drive. Shortly after the award, the company entered into a purchase agreement to sell the subject property, which fell

through this November. The company is looking to move forward with its original plans to construct the strip mall. A copy of the case item and minutes from the December 8, 2014, is provided as Exhibit 4A.

Under the provisions of the Site Prep program, an owner/applicant must have a project ready to proceed immediately. The purpose of this provision was to make sure that the funds were put to use and not obligated to a project that may not occur in the immediate/near future. While there is no definition of immediately spelled out in the program's guidelines, City staff has used 12 months as the unofficial deadline for the commencement of an awarded project.

Based on the unofficial timeline, KD Slayton Properties, LLC, is formally requesting an extension to commence construction of their project (Exhibit 4B). Staff is of the opinion that an extension is warranted but that such an extension should be just enough to allow the project to commence in the spring. The funds allocated to this project deplete the fund balance. Based on the continued interest of the program from the general public, staff would recommend an extension to June 30, 2016.

Council action is requested.

## **5. FIRST READING - CHANGE OF ZONE - 1720 BURLINGTON AVENUE**

Larry Davis and the American Reformed Church are seeking a change of zone for property owned by the Church at 1720 Burlington Avenue from its current "R-1" - Single Family Detached Residential designation to "R-2" - One Family, Low Density Residential (Exhibit 5A). If approved, Larry Davis is intending to develop the eastern portion of the subject property for residential development. The legal description of the subject property is as follows:

Lots 1 and 2, Block 2, Darling's Second Addition to the City of Worthington, Nobles County, Minnesota; the vacated unnamed north-south street in the plat of Darling's Second Addition to the City of Worthington, Nobles County, Minnesota, abutting Block 2 of said Darling's Second Addition; that part of the vacated Cecilee Street lying north of Lot 11, Block 1, Darling's First Addition, City of Worthington, Nobles County, Minnesota; and Lots 5, 6, 7, and 8, EXCEPT the easterly 20.00 feet of said Lots 5, 6, 7, and 8, Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota.

The Planning Commission considered the application at its December 1, 2015 meeting. After holding a public hearing, the Commission voted 4-1 to recommend City Council approve the proposed change of zone. The Commission's recommendation was based on the following considerations:

1. Currently zoned "R-1" - One Family Detached Residential, the applicants are looking to rezone the subject property to "R-2" - One Family, Low Density Residential. Approval would allow Mr. Davis to purchase the eastern portion of the subject property for residential development.

Exhibit 5B is a copy of a map illustrating the current zoning for the subject area. As can



be seen, there are three different zoning classifications that encompass the subject area. The areas developed or within planned developed areas (Cecilee Street) are either zoned “R-2” or “R-4”. The “R-1” area encompasses the subject property and a significant portion of the undeveloped land south and east of the church. While there is no explanation on why the R-1 designation is located within an area planned for more dense/urban development, it seems to be serving as a placeholder until development is ready to proceed.

Staff is aware of the Southwest Minnesota Housing Partnership’s intentions to submit a re-zoning application for its Grand Terrace Apartment project that it is proposing to construct on the property just south of the subject property. Knowing this, staff encouraged the applicants to submit an application for the entire property instead of the eastern portion on the basis that the results would have created an island of “R-1” that is not reflective of the built environment surrounding it. The re-zoning of the subject property has no impact on the church, as religious institutions operate as a special use in all residential districts, which it had been previously granted, and the physical zoning requirements (i.e. parking, building coverage) are the same as the R-1 district.

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 current Land Use Map is provided in Exhibit 5C.

The current Land Use Map designates the subject area for medium density residential development. Medium density residential includes attached housing (townhomes) and apartments with a density range up to 12 units per acre. Medium density residential areas are commonly located adjacent or near higher intensity industrial/commercial land uses and highway corridors. Staff is of the opinion that the proposed zoning classification for the subject property conforms with the definition and intent of medium density residential as outlined in the City’s Comprehensive Plan.

3. The subject property is surrounded by an array of land uses ranging from single family residential to multi-family residential to commercial/industrial. Below is a summary of the surrounding land uses.

<b>North -</b>	Multi-Family residential
<b>South -</b>	Single family attached & detached residential
<b>East -</b>	Agricultural
<b>West -</b>	Single family attached & detached residential, hotel, restaurant, and retail sales

Should Council concur with the Commission’s recommendation, it may do so by approving the first reading of the Ordinance shown in Exhibit 5D.

**6. COMPREHENSIVE PLAN AMENDMENT**

With the completion of the relocation of US Hwy 59/ MN Hwy 60, the new roadway has opened up land for possible urban development that was not previously considered for future growth (Exhibit 6A). In anticipation of future development demands, the City completed an annexation study and master infrastructure plan for the subject area. Both documents were reviewed by the Planning Commission and City Council in July/August 2015. After reviewing both documents, the two parties directed City staff to commence a comprehensive plan amendment to reflect the City's intentions to promote urban development in the subject area. Copies of both documents are available upon request.

Adopted in 2004, the City's Comprehensive Plan serves as the City's adopted official document that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines that are intended to guide growth and development and include recommendations on the present and future physical, social, and economic welfare of the community, such as transportation, open space, land use, etc. An electronic link to the City's Comprehensive Plan is available on the Community Development Department's page on the City's website. The Plan does not identify the subject area within its future growth boundary. To encourage urban development in this area, the annexation study strongly recommends the extension of the business park/business flex land use designation that is currently in place to the properties directly north of the subject area (Exhibit 5C).

The Planning Commission considered the proposed Comprehensive Plan amendment at its December 1, 2015, meeting. After considerable discussion, the Commission voted unanimously to amend the Comprehensive Plan's Future Land Use Map to include the unincorporated land north of the new HWY 59/60 and designate the said area as business park/business flex. Should Council concur with the Commission's recommendation, it may do so by simple vote. If Council doesn't concur, staff would recommend the matter be referred back to the Commission for further consideration.

Council action is requested.

**7. EVENT CENTER RENTAL FEE ADJUSTMENTS**

Article 5.2.1 of the Worthington Event Center Management Agreement requires the Council to establish the fees for use of the facility after consultation with the Manager. Such fees are to be competitive for the use of facilities similar to those offered at the Center. Council initially established the rental rate fees in October 2012 and revised in October 2013. A copy of the current fees are provided as Exhibit 7A. At the time of adoption, Council was informed that the fees would have to be periodically reviewed and adjusted to reflect the actual operational costs of the Event Center.

Exhibit 7B contains the profit and loss statements for the Worthington Event Center for 2013, 2014, and 2015 (January 1- October 31). After the inclusion of shared expenses not included in the P & L statements (i.e., grounds keeping, waste management, insurance, professional and

service fees), the management team has been able to achieve a positive net income (approximately 5.7% of total revenue) for the first time in 2015. In accordance with the Management Agreement, a third party audit has been requested by City staff to confirm the financial data submitted.

With expected increases in operating expenses in 2016, the Event Center management is seeking City Council approval on new rental rates for 2016. A comparable survey of like facilities has been completed by management and is included as Exhibit 7C. Enclosed separately are the rental fees proposed by Event Center management. Jackie Tentinger, Sales & Event Manager - Worthington Hotel Group, will be in attendance to formally present its request and answer any questions Council may have.

Council consideration/action is requested.





## Minnesota Housing 2016 Minnesota City Participation Program (MCP) Application

**Minnesota Housing must receive your application by email on January 15, 2016 at 5:00 p.m.**

Please provide all the information below.

### Agency Contact Information

Name: City of Worthington

Contact Person: Bradley Chapulis, Director of Community/Economic Development

Address: 303 Ninth Street

City: Worthington

State: MN

Zip: 56187

Phone #: 507-372-8640

E-Mail: bchapulis@ci.worthington.mn.us

### Administrative Information

- Check the agency type: ☒ City ☐ City HRA ☐ County ☐ EDA ☐ Port Authority  
☐ Multi-County HRA: Receive single allocation for all counties within your jurisdiction  
☐ Multi-County HRA: Receive individual allocation for each county in your jurisdiction  
☐ Other public body authorized by a statutory or home rule charter City
- List the legal name(s) of all cities and counties where the funds will be utilized:  
City of Worthington
- Check the box below to confirm this statement:  
☒ MCP helps the community meet an identified housing need and the program is economically viable.  
☐ Does your City (or County) have down payment or other assistance? ☐ Yes ☒ No

### Marketing Support

Minnesota Housing will connect you to our approved lenders and help you market this opportunity to homebuyers in your community. Please check all marketing resources you would like to utilize:

☒ Marketing Materials ☒ Press release/newsletter template ☐ Social media templates

### Signature

Provide authorized signature(s) from the organization submitting this application, including printed or typewritten name, title and phone number. Scan original and email to [Sandy.Ajasa@state.mn.us](mailto:Sandy.Ajasa@state.mn.us).

Signature

Steve Robinson

City Administrator

Name (Print)

507-372-8622

Title

srobinson@ci.worthington.mn.us

Contact Phone Number

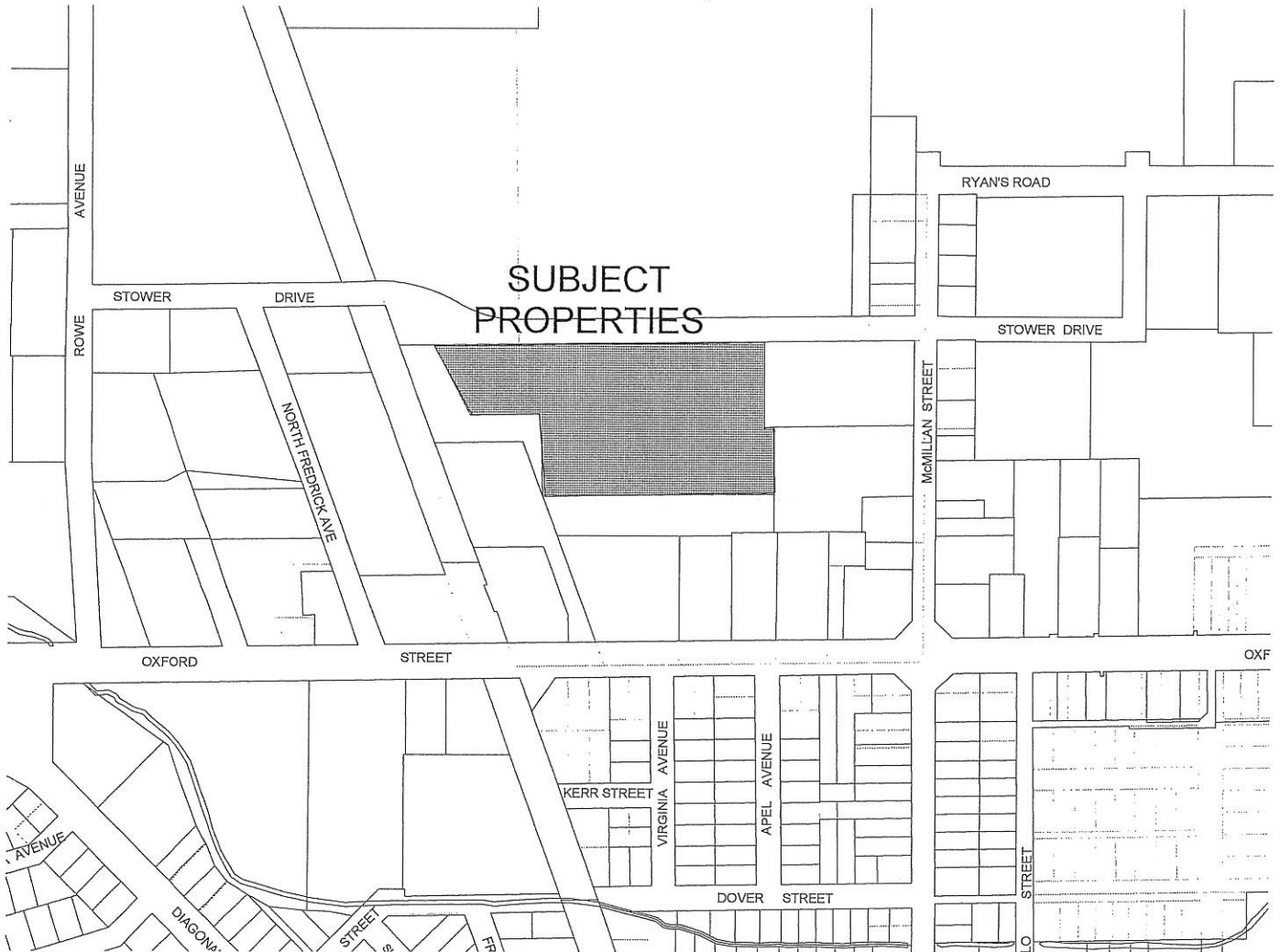
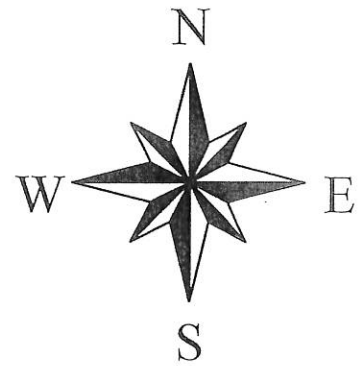
E-mail

### Program and Contact Information

Minnesota Statute sets Borrower Income Limits and House Purchase Price Limits. Minnesota Housing makes final determinations of the total amount of program funds available and individual allotments (in compliance with a per capita distribution method specified in statute).

Questions about MCP and this application can be directed to Nicola Viana at (651)297-9510 or [Nicola.Viana@state.mn.us](mailto:Nicola.Viana@state.mn.us)

# 500 & 620 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.

Worthington City Council  
Regular Meeting, November 9, 2015  
Page 5

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 the Special Service Charge Base Rate is to be effective with the January 2016 billing period.

**APPROVED STORM WATER UTILITY FUND BUDGET AND FIRST READING OF PROPOSED ORDINANCE TO AMEND STORM SEWER UTILITY RATES**

Dwayne Haffield, Director of Engineering explained the 2016 storm sewer fund budget completed as directed by Council at its November 4, 2015 meeting. The 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. Mr. Haffield stated that if Council approves 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%. 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.

Council Member Graber asked the what the proposed time line is for the Flood Mitigation Project. Mr. Haffield noted that the grant application has been submitted to FEMA and the City is hopeful to hear something by the end of the year. The project would then be done in phases, Mr. Haffield explained that once the funding is received the City would have three years to complete the project.

A motion was made by Council Member Nelson, seconded by Council Member Graber to approve the 2016 Storm Sewer Fund Budget and give first reading to the Ordinance Establishing the Annual Residential Fee Per Acre at \$243.00.

**FIRST READING PROPOSED ORDINANCE - CHANGE OF ZONE - 500 STOWER DRIVE**

Brad Chapulis, Director of Community/Economic Development explained that Lori Klooster is seeking change of zone for property her company, Living Life Adult Daycare Center, LLC located at 500 Stower Drive from its current "M-2" - General Manufacturing designation to "M-1" - Light Manufacturing.

Mr. Chapulis noted that the Planning Commission considered the requested change of zone at its November 3, 2015 meeting. After holding a public hearing, the Commission voted 4-0 with one abstention to recommend City Council deny the requested change due to its conflict with zoning actions taken in 2014 and the City's Comprehensive Plan.

Worthington City Council  
Regular Meeting, November 9, 2015  
Page 6

Mayor Kuhle stated that approximately 1-1 ½ years ago Council changed the zoning from "M-1" to "M-2" and feels that it was a mistake and the whole area should be reevaluated again and not be "spot" zoned for any particular business. The Mayor noted that he agrees with the Planning & Zoning Committee and the decision that they made. Council Member Harmon, Graber, Nelson concurred with the Mayor and would like the Planning Commission to take another look at the re-zoning of the whole area.

Dennis Simpson, attorney for the applicant, addressed the Council on the re-zoning and encouraged the council to look at re-zoning the whole area considering that the law office and other businesses along the area are not heavy industrial businesses as it is currently zoned. Mr. Simpson asked if there was a way that this could move forward more quickly. Mr. Chapulis stated that State Statute would require a new public hearing at the Council's request to consider a greater area than that described in the applicant's application. The need for a new public hearing would not expedite the matter at the pace described by Mr. Simpson.

Steve Robinson, City Administrator stated that the Council has the following options:

- Option 1 - Deny first reading of the proposed ordinance
- Option 2 - Approve the request which would require a 2/3 council vote.
- Option 3 - Table the item and direct Planning Commission to further review

Leslie Morandes a member of the church congregation interested in purchasing the building explained that the church feels that the building would fit the needs of the church. Mayor Kuhle thanked the members for attending.

A motion was made by Council Member Nelson, seconded by Council Member Harmon and approved to table the First Reading - Change of Zone - 500 Stower Drive and send it back to the Planning Commission for further review to re-zone the whole area.. Council members voting in favor of the motion were: Graber, Harmon, Nelson, and Janssen. Voting against the same motion was Council Member Sankey.

#### **APPROVED SMALL CITIES DEVELOPMENT PROGRAM GRANT ADJUSTMENT REQUEST**

Brad Chapulis, Director of Community/Economic Development explained that 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. Mr. Chapulis noted that 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 approximately \$200,000 remaining uncommitted.

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:

See Exhibit A

**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 January, 2016.

(SEAL)

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

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

## LEGAL DESCRIPTIONS OF 500 AND 620 STOWER DRIVE:

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.

AND

Lot 7 of Auditor's Outlots 1 to 12 in the South Half of Section 14, Township 102 North, Range 40 West in the City of Worthington, Nobles County, Minnesota,

**EXCEPTING THEREFROM** that part of Lot 7 of Auditor's Outlots 1 to 12, inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota described as follows:

Commencing at the southeast corner of Lot 7 of said Auditor's Outlots 1 to 12, according to the recorded plat thereof; thence on an assumed bearing of North 0 degrees 02 minutes 05 seconds West, along the east line of said Lot 7, a distance of 132.00 feet; thence South 89 degrees 04 minutes 37 seconds West, parallel with the south line of the Southeast Quarter of said Section, a distance of 33.00 feet to the point of beginning of the tract being described; thence continuing South 89 degrees 04 minutes 37 seconds West, parallel with the south line of the Southeast Quarter of said Section, a distance of 148.00 feet; thence South 0 degrees 02 minutes 05 seconds East, parallel with the east line of said Lot 7, a distance of 98.14 feet to the south line of said Lot 7; thence South 89 degrees 08 minutes 45 seconds West along the south line of said Lot 7, a distance of 252.00 feet; thence North 0 degrees 02 minutes 05 seconds West a distance of 298.32 feet; thence North 89 degrees 08 minutes 45 seconds East a distance of 400.00 feet to a point 33.00 feet west of the east line of said Lot 7; thence South 0 degrees 02 minutes 05 seconds East a distance of 200.00 feet to the point of beginning,

**AND ALSO EXCEPTING THEREFROM** that part of Lot 7 of Auditor's Outlots 1 to 12 inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the northeast corner of Lot 7 of said Auditor's Outlots 1 to 12 according to the recorded plat thereof; thence South 89 degrees 04 minutes 37 seconds West along the north line of said Outlot 7 a distance of 33.00 feet to the point of beginning; thence continuing South 89 degrees 04 minutes 37 seconds West along said north line a distance of 132.00 feet to an iron stake; thence South 89 degrees 08 minutes 45 seconds West along the north line of said Lot 7 a distance of 298.14 feet to an iron stake; thence South 00 degrees 04 minutes 45 seconds East a distance of 240.82 feet to an iron stake; thence North 89 degrees 08 minutes 45 seconds East a distance of 29.96 feet to an iron stake; thence North 89 degrees 08 minutes 45 seconds East a distance of 400.00 feet to an iron stake on the west line of McMillan Street; thence North 00 degrees 02 minutes 05 seconds West along said west line a distance of 241.00 feet to said point of beginning,

**AND ALSO EXCEPTING THEREFROM** the east 33 feet of the north 441 feet of Lot 7 of Auditor's Outlots 1 to 12, inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota,



**AND ALSO EXCEPTING THEREFROM** that part of Lot 7, Auditor's Outlots 1 to 12, inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the southeast corner of Lot 7 of said Auditor's Outlots 1 to 12, according to the recorded plat thereof; thence on an assumed bearing of North 0 degrees 02 minutes 05 seconds West, along the east line of said Lot 7, a distance of 132.00 feet; thence South 89 degrees 04 minutes 37 seconds West, parallel with the south line of the Southeast Quarter of said Section, a distance of 181.00 feet; thence South 0 degrees 02 minutes 05 seconds East parallel with the east line of said Lot 7, a distance of 98.14 feet to the south line of said Lot 7; thence North 89 degrees 08 minutes 45 seconds East, along the south line of said Lot 7, a distance of 8.66 feet to the northeast corner of Lot 5 of said Auditor's Outlots 1 to 12; thence South 0 degrees 20 minutes 34 seconds East along the east line of said Lot 5, a distance of 34.00 feet to the south line of said Lot 7; thence North 89 degrees 01 minutes 41 seconds East, along the south line of said Lot 7, a distance of 172.16 feet to the point of beginning,

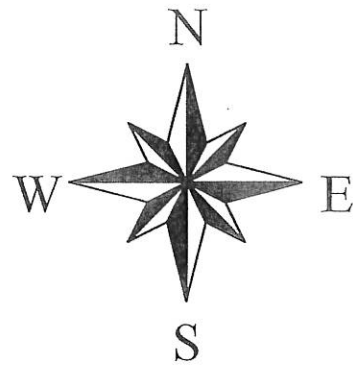
**AND EXCEPT:** Commencing at the south quarter corner of Section 14, Township 102 North, Range 40 West; thence west upon the south section line a distance of 529.9 feet; thence deflect to the right 90 degrees 00 minutes a distance of 364.6 feet to the point of beginning; thence continue on for a distance of 117.0 feet; thence west and parallel with the south section line a distance of 392.65 feet; thence southeasterly a distance of 123.86 feet; thence east and parallel with the south section line a distance of 352.05 feet to the point of beginning, and there terminating,

**AND EXCEPT:** Beginning at the intersection of the east line of Lot 1 of said Auditor's Outlots and a line 481.60 feet north of and parallel with the south line of said Section 14; thence on an assumed bearing of North 19 degrees 12 minutes 39 seconds West, along the east line of said Lot 1, a distance of 160.90 feet to the north line of said Lot 1; thence on a bearing of West, along last said line, 250.00 feet to the west line of said Lot 7; thence on a bearing of North 19 degrees 12 minutes 39 seconds West, along last said line, 294.98 feet to the north line of said Lot 7; thence on a bearing East, along last said line, 400.00 feet; thence on a bearing of South, 430.50 feet to the point of beginning,

**AND ALSO EXCEPTING THEREFROM** that part of Lot 7, Auditor's Outlots 1 to 12 inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the south quarter corner of Section 14, Township 102 North, Range 40 West; thence west upon the south section line a distance of 529.9 feet; thence deflect to the right 90 degrees 00 minutes a distance of 364.6 feet to the point of beginning; thence continue on for a distance of 117.0 feet; thence east, and parallel with the south line of said Lot 7, a distance of 267.23 feet, more or less, to the east line of the real property described in the Warranty Deed dated June 13, 2103, recorded June 14, 2013, as Document No. 339908 in the Office of the Recorder for Nobles County, Minnesota; thence south, along the east line of the real property described in said Document No. 339908, a distance of 108.60 feet, more or less, to the north line of Lot 2, Block 1, Prins Addition, City of Worthington, Nobles County, Minnesota; thence west, along the north line of said Prins Addition, a distance of 118.73 feet, more or less, to the northwest corner of Lot 2, Block 1, of said Prins Addition; thence south, along the west line of Lot 2, Block 1, of said Prins Addition, a distance of 8.40 feet, more or less, to the northeast corner of Lot 1, Block 1, of said Prins Addition; thence west, along the north line of Lot 1, Block 1, of said Prins Addition, and the extension thereof if necessary, a distance of 148.50 feet, more or less, to the point of beginning, and there terminating.

# 2001 NOBLES STREET



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.



APPENDIX E: TABLE 5. SCHEDULE OF USE REGULATIONS

SCHEDULE OF USE REGULATIONS																			
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	—	—	—	—	—	—	—	—	—	—	—		
F. Home Occupations	A	A	A	A	A	A	A	A	A	—	—	—	—	A	—	A	—		
G. Boarding Houses	—	—	S	S	S	—	—	S	S	—	—	—	—	S	—	—	—		
H. Guest Home	—	—	—	S	S	—	—	—	S	S	—	—	—	S	—	—	—		
I. Fraternity & Sorority Houses	—	—	—	S	P	—	—	—	S	—	—	—	—	S	—	—	—		
J. Child Care	S	S	S	S	P	S	S	S	S	S	S	S	—	S	—	—	—		
K. Convalescent, Nursing and Rest Homes	—	—	S	S	S	—	—	—	S	—	—	—	—	S	—	—	—		
L. 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	—	—	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		
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	—		

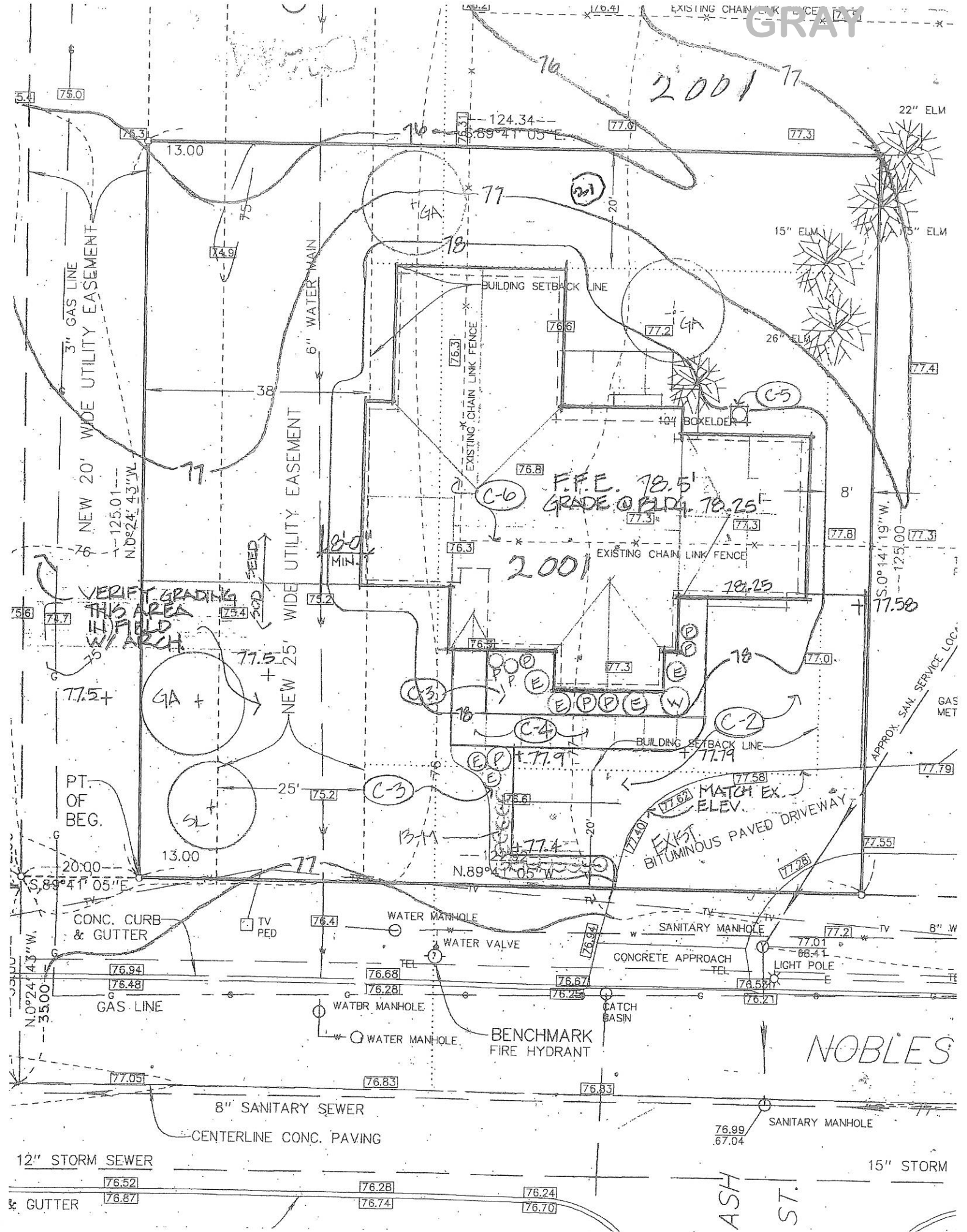


Exhibit 3C

COPY

## COMMUNITY/ECONOMIC DEVELOPMENT MEMO

DATE: DECEMBER 5, 2014  
TO: HONORABLE MAYOR AND COUNCIL  
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

CASE ITEMS

1. REQUEST FOR SITE PREPARATION ASSISTANCE - KD SLAYTON PROPERTIES, LLC

KD Slayton Properties, LLC, has submitted a request for site preparation assistance for their proposed 9,525 square foot commercial facility to be constructed at 1324 Ray Drive. The applicant is requesting assistance in the costs affiliated with soil remediation affiliated with unsuitable soils. The legal description of the subject property is as follows:

*Block 1, Lot 1, McDonald's Addition, City of Worthington, Nobles County, Minnesota*

To determine the applicant's eligibility for assistance, staff assessed the application using the established Site Preparation Guidelines. The following paragraphs detail staff's analysis for each of the eligibility requirements.

1. The subject property must be located within the Redevelopment Project Area of the former TIF District No. 7.

The Redevelopment Project area extends from Diagonal Road to JBS from west to east and Interstate 90 and Oxford Street from the north and south. The subject property would be located within the redevelopment area.

2. The subject property must be zoned for commercial development.

The subject property is currently zoned "B-3" - General Business.

3. The subject property has conditions that prohibits development or redevelopment without assistance. (i.e. soil conditions, existing hazardous structures and land/structures prohibiting a more productive use of the property)

As previously indicated, the subject property contains deficiencies that detract from (re)development opportunities (unsuitable soils). The applicant has an engineer's estimate of \$152,853 for the excavation of the unsuitable soils and placement of granular backfill necessary to support the proposed structure. Staff has determined that this portion of the project is an eligible expense under the Site Preparation Program guidelines.



4. The subject property must have a redevelopment plan ready to proceed.

Exhibit 1 includes the site and floor plans for the applicant's proposed project. The development includes the construction of a single story, 9,525 square foot commercial facility. The estimated total project cost is approximately \$1,300,000. After the completion of the project, the subject property will have an estimated taxable value of \$953,700 and generate an estimated \$30,176 in real estate taxes, which is approximately 1.485% increase from the 2014 payable real estate tax.

5. The subject property has a detailed budget identified for the redevelopment (including associated private financing) illustrating that without assistance the project would not be economically feasible.

The applicant is privately financing the project, including site acquisition. The purpose of this project is to locate its business (Cell Only) in town, which will have little to no direct return on investment. Any indirect return would be related to the success of the business and not the real estate. Even with leasing a portion of the building, the revenue would not be enough to reach an ROI that would meet the expected ROI on commercial development.

The guidelines do limit the amount of assistance the City may consider at the present value of 10 years of the increased value of the property taxes at a market rate of return (3% discount rate). Using this method, the maximum participation that may be considered is \$122,797.82, which is less than the amount requested. Should Council consider approval of financial assistance for the project, it must determine that guideline #5 has been satisfactorily addressed.

Any motion for approval should also include the maximum amount of assistance (an amount not to exceed) and any contingencies to its approval. Staff would suggest the assistance be limited to the costs affiliated with the eligible improvements (soil remediation) at an amount not to exceed \$122,797.82 and be subject to the applicant providing proof of competitive bidding.

Council should note that this request is not defined as a "business subsidy" and is not subject to the Business Subsidy Requirements established in Minnesota Statute Section 116J.993.

## 2. AWARD CONTRACT FOR FORMER K-MART DEMOLITION

The City obtained an Order dated June 24, 2014 (Exhibit 2) from the Nobles County District Court to allow the demolition of the former K-Mart building. After completing and obtaining the Phase I & II environmental studies as well as the plans/specifications for demolition, Staff solicited bids for the demolition work of demolition from qualified contractors. On December 3<sup>rd</sup>, sealed bids were opened from three firms. A summary of the bids is also provided in Exhibit 2. The low bid was submitted by Veit & Company from Minneapolis with a bid of \$109,000, which is well below the engineer's estimate of \$300,000.

Mark Johnson of Peer Engineering, the City's consultant for the project, has reviewed the bids

COPY

TO: Brad Chapulis  
Director of Community Development  
City of Worthington  
303 Ninth Street  
Worthington, MN 56187

12/2/2014

FR: Kent Johansen  
KD Slayton Properties, LLC  
2556 Broadway Ave  
Slayton, MN 56172

RE: Lot 1, Block 1, McDonalds Addition

Mr. Chapulis:

I would like to formally request approval for the site preparation assistance program to allow us to proceed with development of a retail center up to 9525 sf on the above referenced property.

We will look forward to continuing to work with your team throughout the planning and completion of this addition to the business community of the City of Worthington.

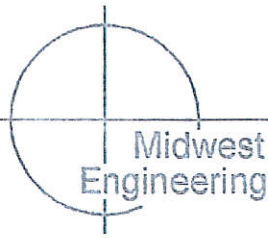
As always, I am available for any questions.  
Thank you for your assistance and guidance.



Kent Johansen  
Managing Partner  
KD Slayton Properties, LLC

GRAY

COPY



(507) 360-0153

Fax (507) 376-3193

726 Dugdale Avenue

Worthington, MN 56187-3067

September 24, 2014

Brad Chapulis  
City of Worthington  
303 Ninth Street  
Worthington, MN 56187

Re: Johansen Strip Mall, Reimbursement for Site Preparation

Dear Brad,

My cost estimate for the site preparation (soils correction) work for the building portion of the above mentioned development is:

Excavation and removal from site of unsuitable soils (not including the top 18 inches of existing soils) = 4,376 CY existing in-place volume @ \$ 11.20/CY = \$ 49,011.20

Granular backfill material per soils report from bottom of excavation to 18 inches below existing ground surface = 4,376 CY placed volume @ \$ 23.73/CY = \$ 103,842.48

Total amount = \$ 152,853.68

This is based upon the estimated amount of necessary excavation from the soils borings and the unit prices quoted by Worthington Excavating.

Sincerely,

Larye Mick, P.E.  
Midwest Engineering





## FLOOR PLAN

10.23.14

NORTH

**Tamson**  
Builders and Realtors, Inc.

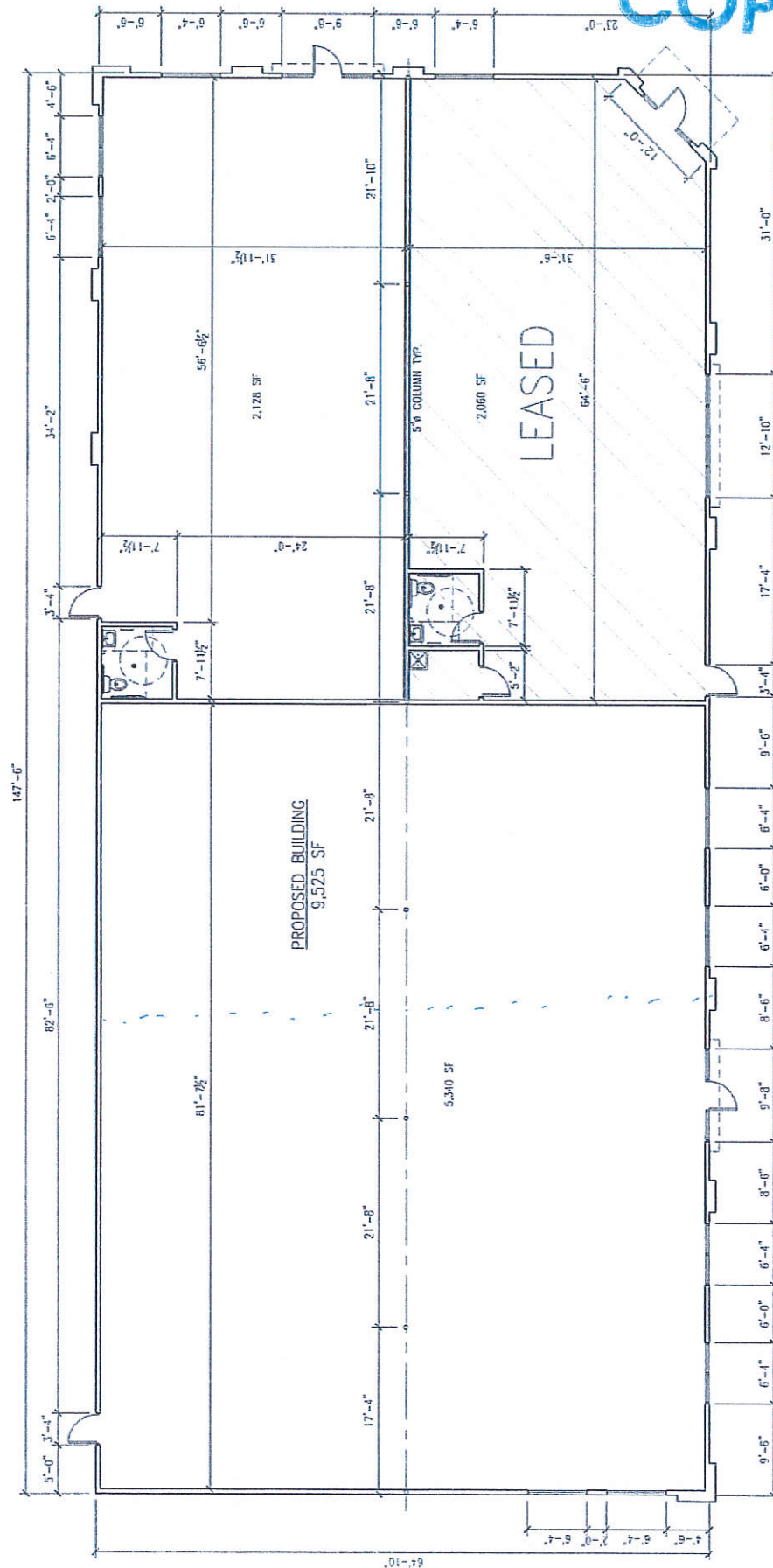
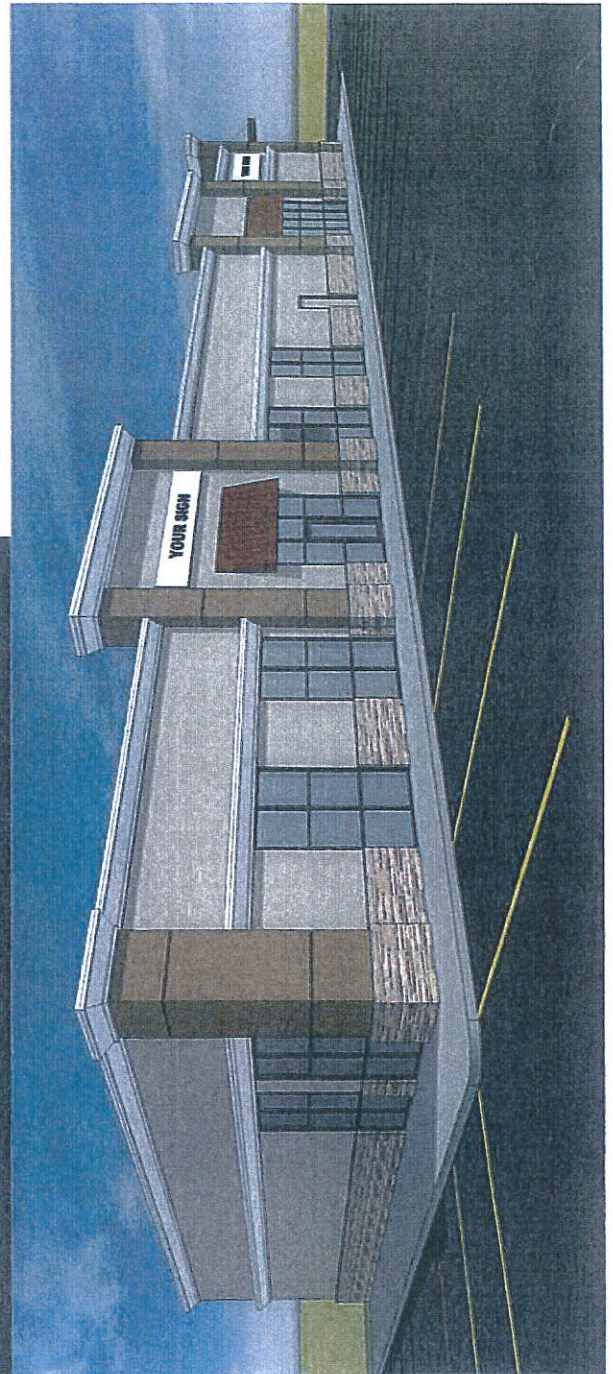
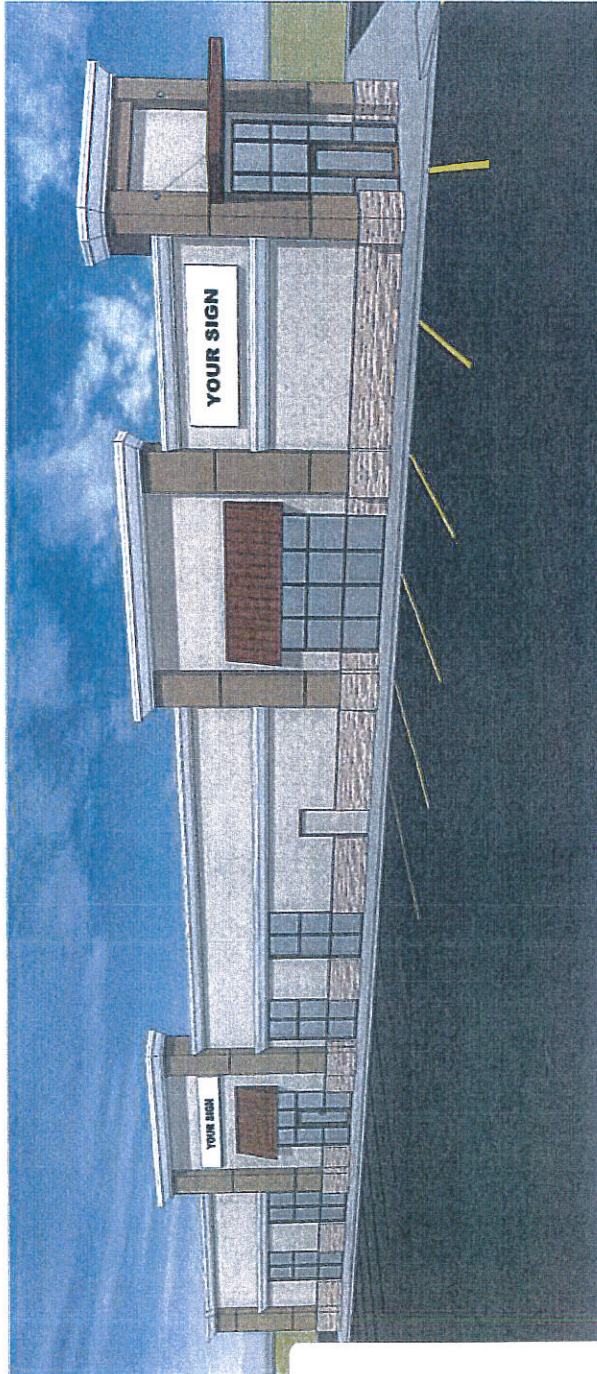


Exhibit 4A

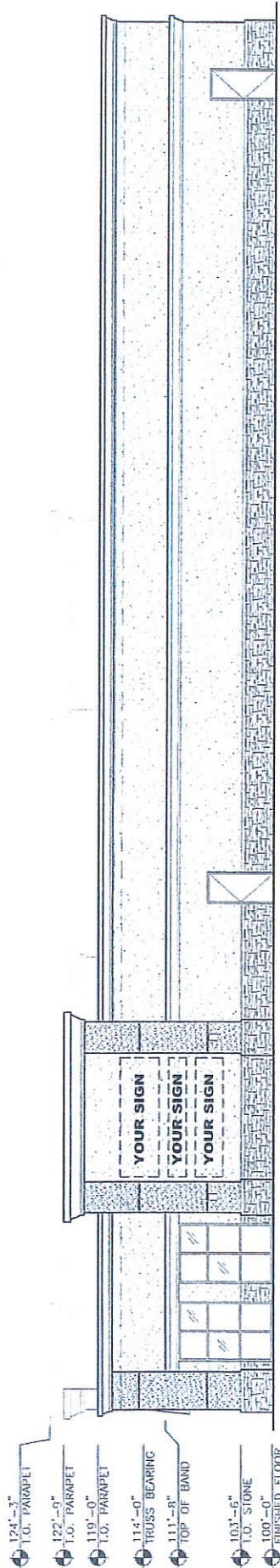






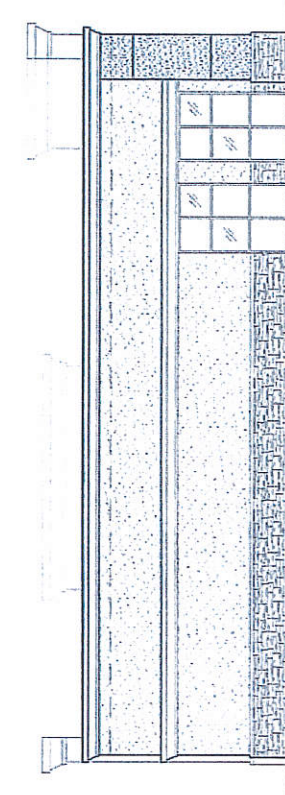
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id  
Innovative Design



NORTH ELEVATION

3/32" = 1'-0"



WEST ELEVATION

3/32" = 1'-0"

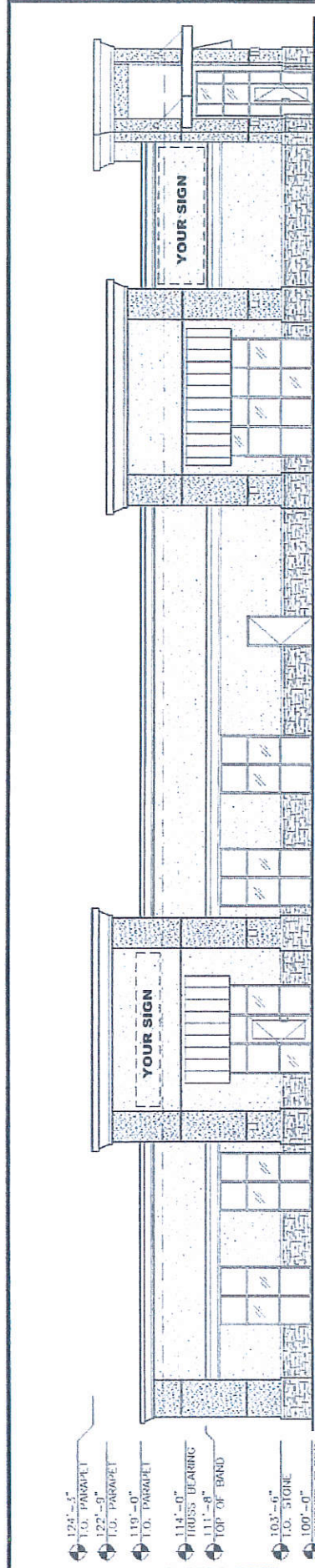
JOHANSEN STRIP MALL

10.23.14

**Johnson**  
Builders and Realtors, Inc.

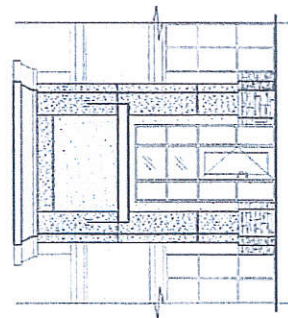
- 124'-3" T.O. PARAPET
- 119'-0" T.O. PARAPET
- 111'-8" TOP OF BAND
- 103'-6" T.O. STONE
- 100'-0" FINISHED FLOOR

- 124'-3" T.O. PARAPET
- 122'-0" T.O. PARAPET
- 119'-0" T.O. PARAPET
- 114'-0" T.O. PARAPET
- 111'-8" T.O. PARAPET
- 111'-8" TOP OF BAND
- 103'-6" T.O. STONE
- 100'-0" FINISHED FLOOR

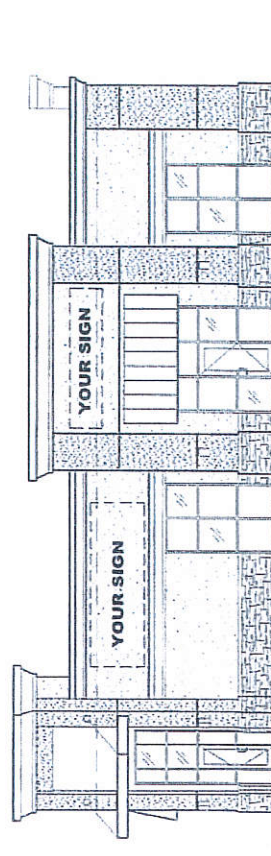


**SOUTH ELEVATION**  
3/32" = 1'-0"

- 124'-3" T.O. PARAPET
- 122'-9" T.O. PARAPET
- 119'-0" T.O. PARAPET
- 114'-0" TRUSS BEARING
- 111'-8" TOP OF BAND
- 103'-6" T.O. STORE
- 100'-0" FINISHED FLOOR



**SE ELEVATION**  
3/32" = 1'-0"



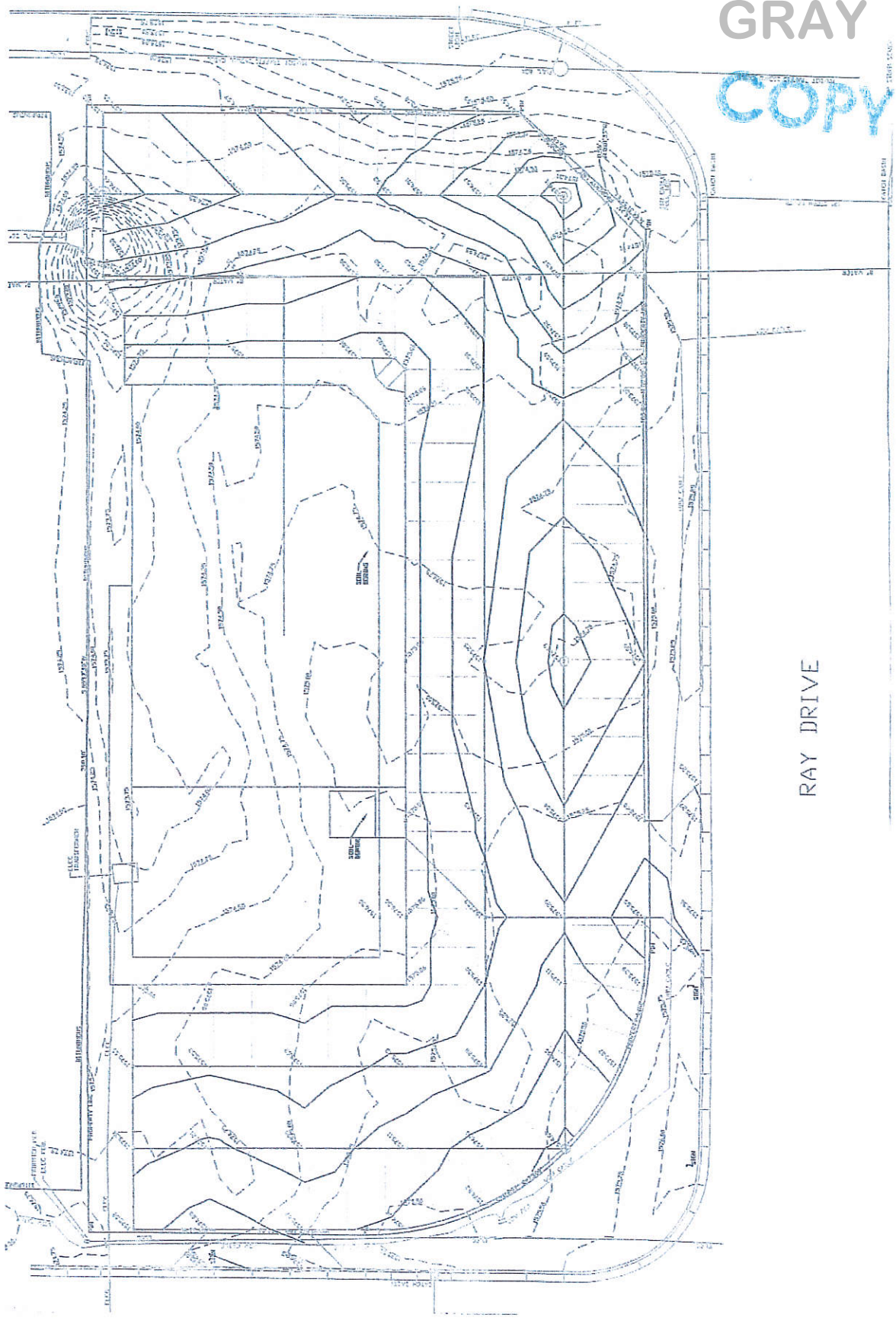
**EAST ELEVATION**  
3/32" = 1'-0"



GRAY

COPY

← Z



**SITE PREP ASSISTANCE PROJECT SUMMARY**

Slumberland	\$	100,000
Prins Repair	\$	26,300
Kevin Lease	\$	12,563
Ground Round	\$	75,514
Benson's	\$	21,110
Dollar General	\$	39,033
Walgreen's	\$	80,000
JBR Office (Oxford)	\$	36,937
JBR Strip Mall	\$	10,080
Jaycox	\$	71,213
Prairie Rehab	\$	85,368
Hy-Vee	\$	183,249
Avera	\$	119,940
Dan Wagner	\$	13,000
<b>TOTAL</b>	<b>\$</b>	<b>874,307</b>
<b>Program Allocation</b>	<b>\$</b>	<b>1,000,000</b>
<b>Remaining Funds</b>	<b>\$</b>	<b>125,693</b>

**Bradley Chapulis**

---

**From:** Kent Johansen [Kent.Johansen@procellular.net]  
**Sent:** Wednesday, November 18, 2015 8:20 AM  
**To:** WOR Brad Chapulis (bchapulis@ci.worthington.mn.us)  
**Cc:** Kent Johansen  
**Subject:** Extension Request for Site Preparation/Soil Remediation Assistance

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Brad  
Please consider this a request for the granting of a 6 month extension for the Site Preparation/Soil Remediation Assistance which was granted to KD Slayton Properties by the Worthington City Council on Dec 8, 2014 for construction project at 1324 Ray Drive, Worthington.  
We are planning to complete this project during the 2016 building season.  
Thank you for your assistance.  
Kent Johansen

**Kent Johansen**

Office 507-836-1026  
Fax 507-836-1032  
Mobile: 507-920-9993  
Email: [kent.johansen@procellular.net](mailto:kent.johansen@procellular.net)

**Pro Cellular Wireless Communication, Inc.**

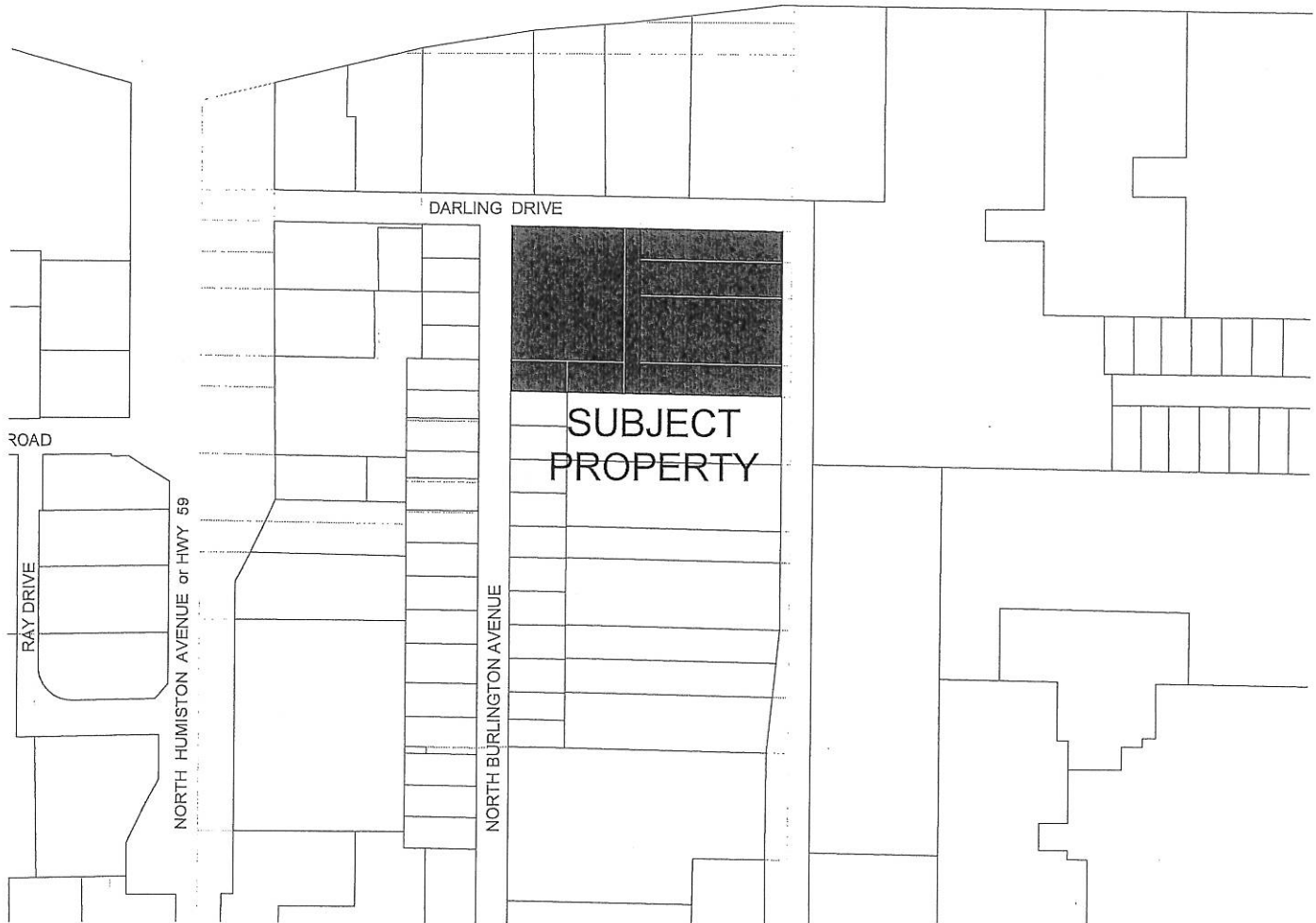
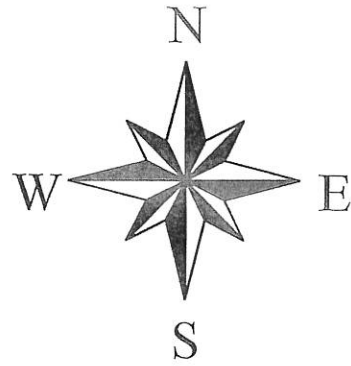
2556 Broadway Avenue Slayton, MN 56172

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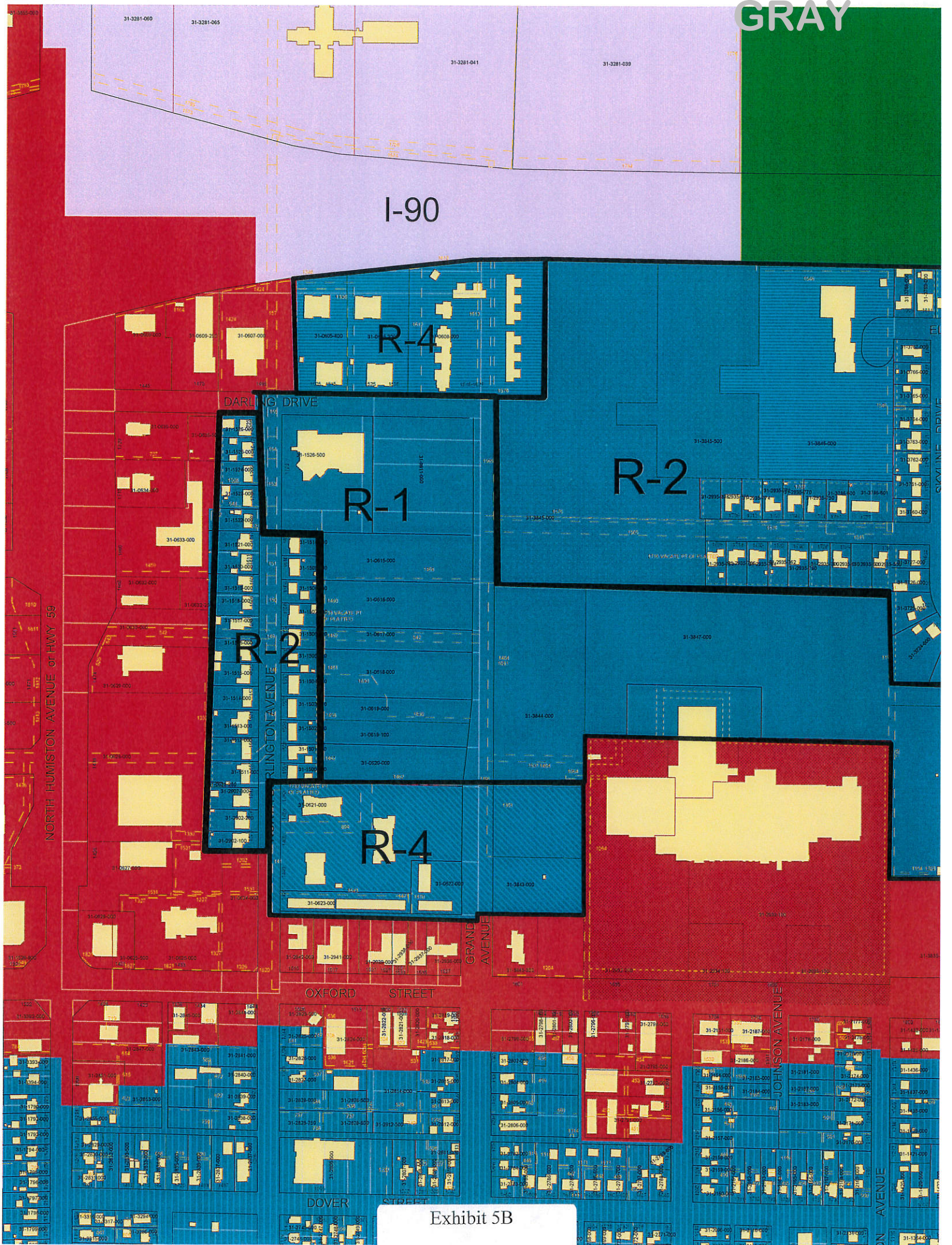
The information contained in this message, including attachments, may contain privileged or confidential information that is intended to be delivered only to the person identified above. If you are not the intended recipient, or the person responsible for delivering this message to the intended recipient, Pro Cellular requests that you immediately notify the sender and asks that you do not read the message or its attachments, and that you delete them without copying or sending them to anyone else.

# 1720 BURLINGTON AVENUE



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.





I-90

R-4

R-1

R-2

R-2

R-4



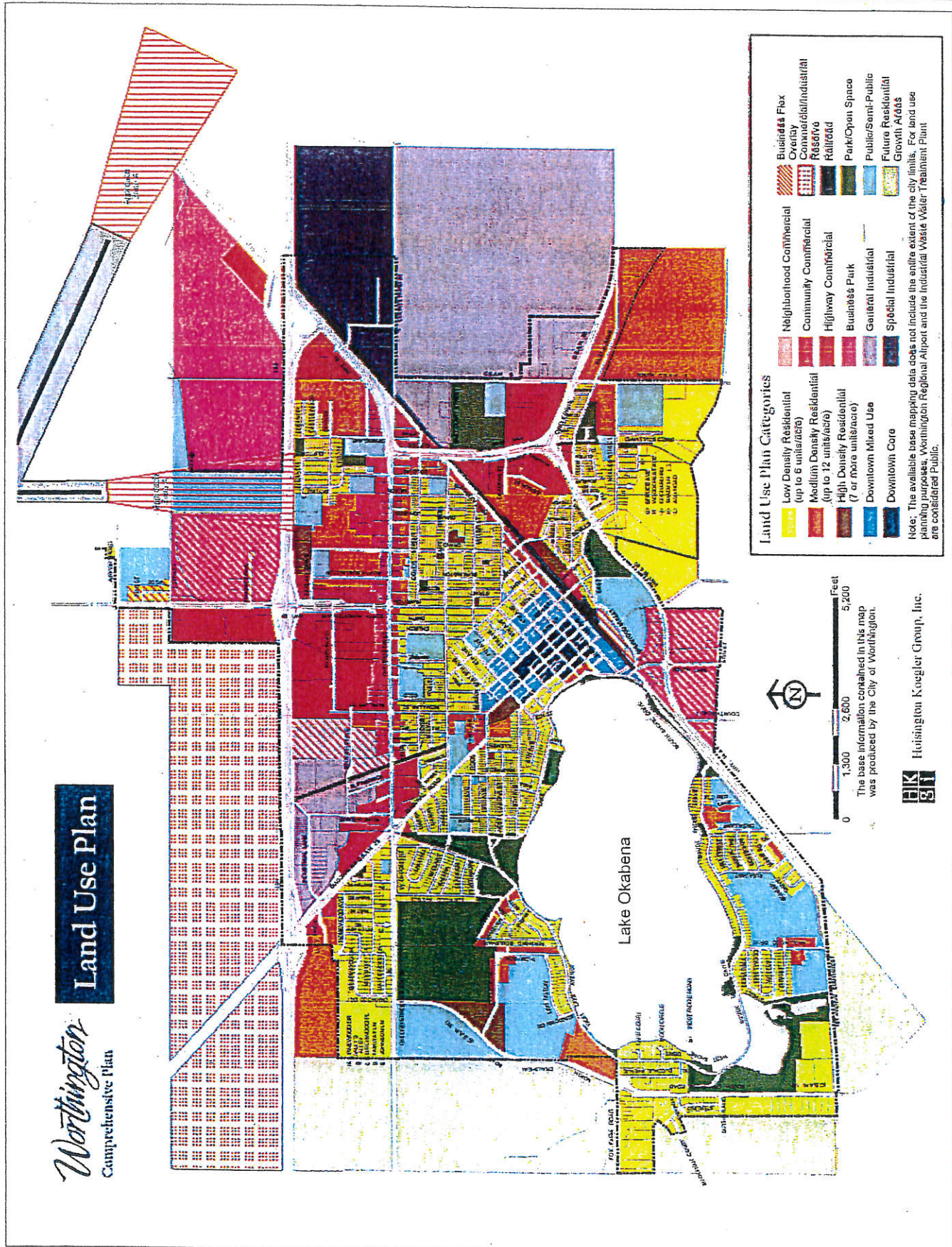


Figure 2-4  
Land Use Plan



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

**AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON,  
NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM “R-1” (ONE FAMILY  
DETACHED RESIDENTIAL) TO “R-2” (ONE FAMILY LOW DENSITY RESIDENTIAL)**

**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 “R-1” - One Family Detached Residential to “R-2” - One Family Low Density Residential.

**Section II.**

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

Lots 1 and 2, Block 2, Darling's Second Addition to the City of Worthington, Nobles County, Minnesota; the vacated unnamed north-south street in the plat of Darling's Second Addition to the City of Worthington, Nobles County, Minnesota, abutting Block 2 of said Darling's Second Addition; that part of the vacated Cecilee Street lying north of Lot 11, Block 1, Darling's First Addition, City of Worthington, Nobles County, Minnesota; and Lots 5, 6, 7, and 8, EXCEPT the easterly 20.00 feet of said Lots 5, 6, 7, and 8, Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota.

**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 January, 2016.

(SEAL)

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

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

GRAY

SOUTH SHORE DRIVE

WEST GATEWAY DRIVE

SOUTH LAKES STREET

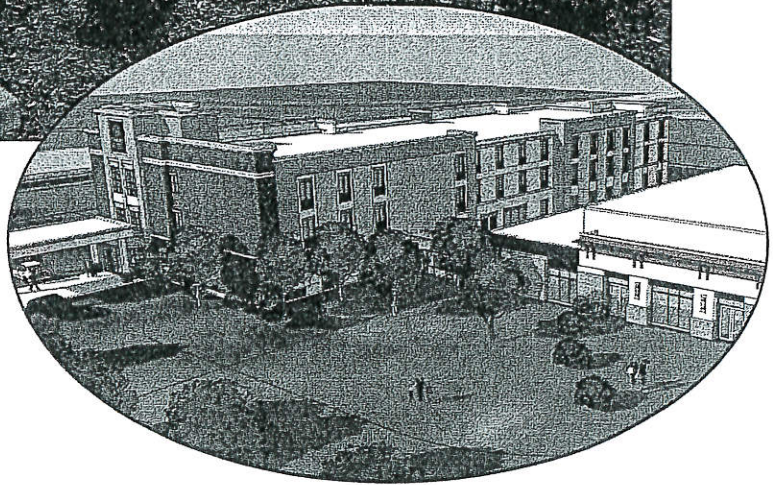
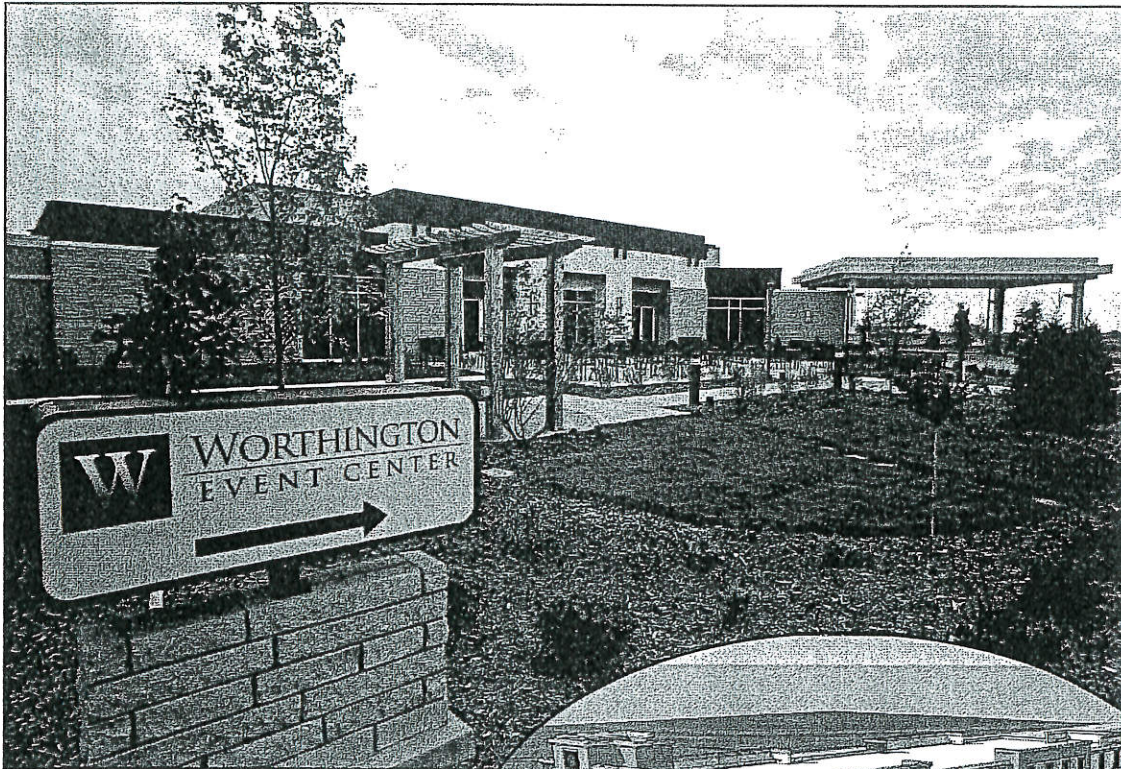
EAST GATEWAY DRIVE

HWY 58-60



# WORTHINGTON EVENT CENTER

2013







# Room Rates

2013

Room rental consists of a fixed rental per room, per selected day, plus a variable rate calculated per number of people attending the function.

## FIXED RENTAL RATES

### **Full Room**

Saturdays.....	\$1,350
Fridays.....	\$ 950
Weekday.....	\$ 700

### **Half Room**

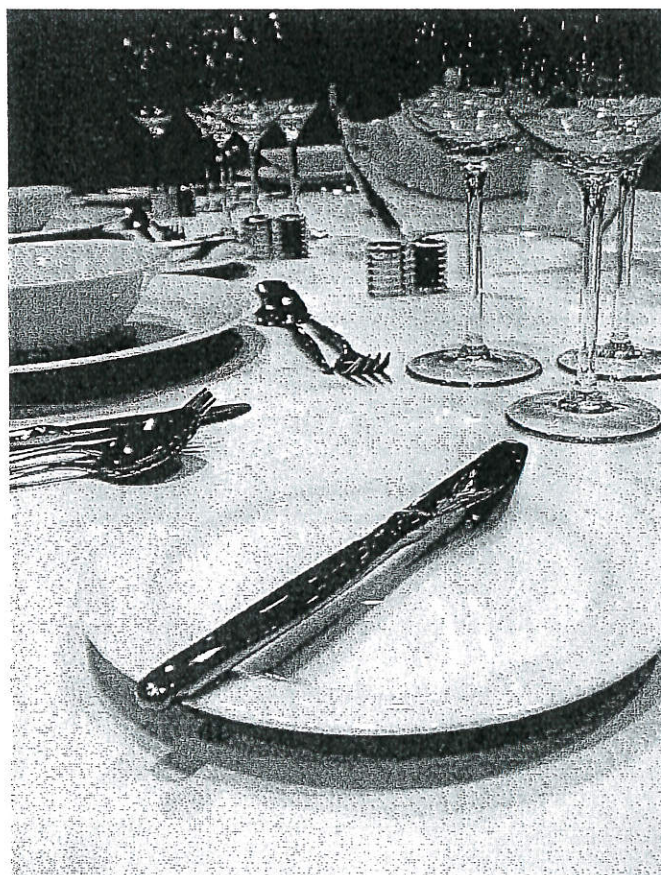
Saturdays.....	\$ 900
Fridays.....	\$ 650
Weekday.....	\$ 500

### **Quarter Room**

Saturdays.....	\$ 400
Fridays.....	\$ 300
Weekday.....	\$ 250

## VARIABLE RENTAL RATES

Breakfast & Lunch .....	\$ 2.00 per person
Dinner .....	\$ 3.00 per person







# Beverage Service

2013

## Cash Bar

Beer .....	\$4.00 - \$6.00
Wine .....	\$6.00
Cocktails .....	\$5.00 - \$8.00
Soda .....	\$1.95

## Host Bar Packages

### Package 1

Tap beer, house wine, soda..... \$14.00 pp.

### Package 2

Package 1 plus rail brand cocktails..... \$20.00 pp.

### Package 3

Package 2 plus call brand cocktails .... \$25.00 pp.

Champagne Toast..... \$ 1.25 pp.

House Champagne ..... \$18.00/bottle

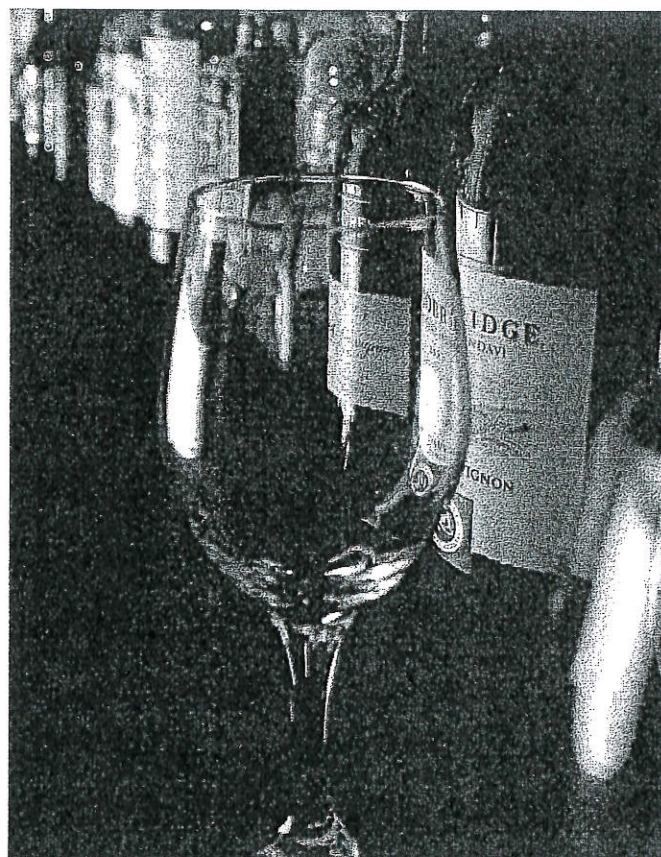
House Wine..... \$18.00/bottle

Soda (unlimited)..... \$1.50 pp.

Keg - Domestic Beer..... \$250.00

Keg - Import/Premium ..... Market

\$300 bar minimum per bar





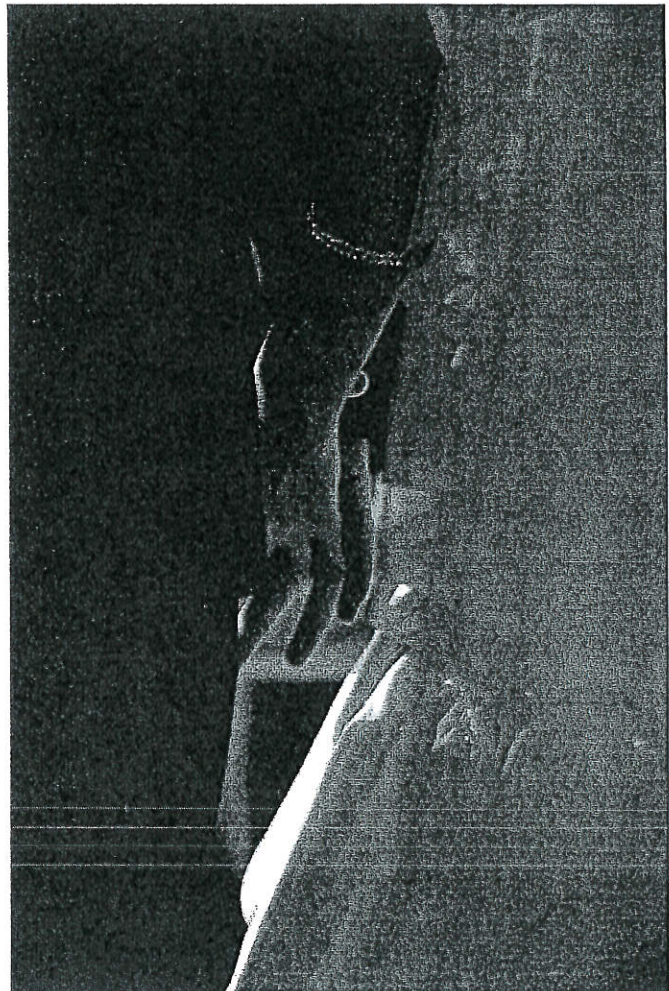


# Wedding Amenities

2013

## *Complimentary Items and Services for Your Wedding Reception*

- Dedicated event coordinator
- Tables and standard white linen tablecloths and napkins
- Tableclothed gift, cake and head tables
- Podium and tableclothed table for guest registration book
- Tableclothed buffet tables
- China and silver flatware
- Sound system with wireless microphone
- Video system with 90" x 164" screen
- Riser for head table
- Dance floor
- Complimentary bottle of champagne for the bride and groom
- Complimentary guest room for the bride and groom at adjacent Comfort Suites
- Special guest room rates for you and your guests at adjacent Comfort Suites





# Party or Meeting Amenities

# 2013

## *Complimentary Items and Services for Your Party or Meeting*

- Dedicated event coordinator
- Tables and standard white linen tablecloths and napkins
- Tableclothed gift, cake and head tables
- Podium and tableclothed table for guest registration book
- Tableclothed buffet tables
- China and silver flatware
- Sound system with wireless microphone
- Video system with 90" x 164" screen
- Riser for head table
- Dance floor
- Special guest room rates for you and your guests at adjacent Comfort Suites





# W Caterers

The following is a list of select caterers. The Worthington Event Center welcomes all licensed caterers.

## Ben Lee's

212 Tenth Street  
Worthington, MN 56187  
Contact: Debbie  
507.227.0596

## Countryside Inn

208 Louisiana Avenue  
Adrian, MN 56110  
Contact: Tim & Cindy Berglund  
507.483.2735

## Five Star Catering, Inc.

7015 Hwy 9  
Harris, IA 51345  
Contact: Katie Serck  
712.330.5080

## Hickory Lodge Bar & Grill

2015 Humiston Ave.  
Worthington, MN 56187  
Contact: Arond Peil  
507.372.2001

## Hi-Lo Restaurant & Catering

80626 Hwy 86  
Lakefield, MN  
Contact: Nadine Malchow  
507.662.5992

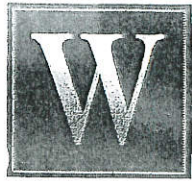
## Hy-Vee

1235 Oxford Street  
Worthington, MN 56187  
Contact: Kim Rogers  
507.372.7354

2013



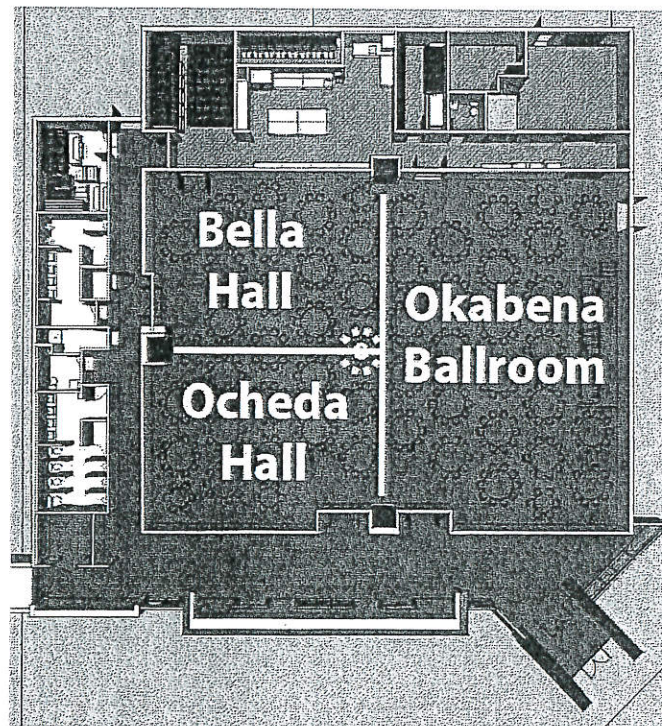




# Room Layouts

2013

Room	Area	Dimensions	Ceiling Height	Theater	Banquet	Conference
Garden Patio	2,000	57' x 35'	-	100	100	-
Lobby	2,000	105' x 16'	10'	-	-	-
Grand Ballroom (Okabena, Bella & Ocheda)	6,620	96' x 70'	14'	500	500	260
Okabena Ballroom	3,360	48' x 70'	14'	215	230	120
Bella Hall	1,630	48' x 35'	14'	90	100	55
Ocheda Hall	1,630	48' x 35'	14'	90	100	55
Bella & Ocheda Halls	3,260	48' x 70'	14'	200	220	110
Okabena Ballroom & Bella Hall	4,990	-	14'	-	330	-
Okabena Ballroom & Ocheda Hall	4,990	-	14'	-	330	-





# Banquet Policies

2013

## Payments

A deposit of half the room rental is due upon signing the contract. The remaining room balance is due nine months prior to your event.

## Cancellation

If the contracted event is canceled prior to one year from scheduled date, you will receive a full refund. If you cancel the event less than one year from scheduled event your down payment will be forfeited and you will still be responsible for the remaining room fee owed.

## Guarantees

There are minimum requirements for specific dates. Please contact your Event Manager for specific details.

## Caterers

We do offer a list of preferred caterers to choose from. Caterers not on our preferred list must be approved by Worthington Event Center.

## Beverage Service

All beverages are contracted through Worthington Event Center. In compliance with the Minnesota liquor laws, no alcoholic beverages will served or sold to any person under the age of 21.

## Service Charge

A Standard 18% Service Charge will be applied to all beverages and services contracted with Worthington Event Center. Sales tax will be applied to all charges.

## Decorations

The use of streamers and confetti are prohibited. No staples, tacks or nails are permitted in walls, tables or any wood area. Decoration fees are subject to anticipated man hours required.

## Entertainment

All entertainment must conclude at midnight the day of the scheduled event.

## Room Availability

Your contracted banquet space will be available at 12 pm for decoration and set-up the day of the event. Some exceptions may apply, contact your Events Manager for specifics. If an earlier time is needed, it must be pre-approved by the Events Manager.

## Liability Waiver

The client accepts full responsibility and liability for actions taken by all guest attending the function, including their employees. Not responsible for lost or stolen personal property.

## Damages

Client agrees to be responsible for any damages done to the premises, during the period of time the client, his/her guests, invitees, employees, independent contractors, or other agents are under client's control, or the control of any independent contractor hired by the client.



### All Daily Packages Include

- Free WI-FI
- Note Pads
- Pens
- Water/Coffee Service
- Room Refreshment
- Discounted Hotel Room Rates for attendee's
- Breakfast/Lunch/Snack in-house catering available
- Dinner in-house catering available starting at 5:00 p.m.

### Corporate Meeting Package Prices

Monday-Thursday

A.M. – 4:00 p.m.

Quarter Room: \$125

Half Room: \$250

Full Room: \$350

\$2.00 per person charge

Including Breakfast/Lunch/Snack Catering from Hy-Vee

\*For an additional charge, easels, flip charts, white boards, and other meeting materials can be provided

### Bereavement Package Prices

Monday-Thursday

A.M. – 4:00 p.m.

Quarter Room: \$125

Half Room \$250

Full Room: \$350

\$2.00 per person charge

Including: Breakfast/Lunch/Snack/Dinner Catering

\*For an additional charge, easels, flip charts, white boards, and other meeting materials can be provided

GRAY  
2013

### Patio Rental Package \$400.00

- Seating for 80 Guests - 20 tables/4 chairs ea. table
- Bench seating for 18 guests
- White table linens included
- Portable bar
- Wireless sound system
- Worthington Event Center Attendants

### Garden Ceremony Package .....\$400.00

- Seats up to 150 Guests
- \$3.00 per person charge
- Wireless sound system
- White chairs
- Unity Candle/2 Aisle Candelabras
- Set-up/Tear-down
- Guest book table
- Gift table
- Bistro tables
- 1 hour complimentary ceremony rehearsal
- 2 Adjoining Suites for bridal parties preparation + (2) bottles of champagne & strawberries
- (4) Light up white pillars
- Worthington Event Center Attendants

### Garden Ceremony Package + Patio Ceremony Space .....+ \$250.00

- Seats up to 300 guests

For an additional \$25.00 other meeting materials can be added upon request.  
(White board, flip chart, markers, etc.)

# WORTHINGTON HOTEL GROUP LLC STATEMENT OF REVENUES AND EXPENSES

	1 Month Ended		12 Months Ended	
	December 31, 2013	%	December 31, 2013	%
<b>Event Center</b>				
1304 - Vending Revenue	\$ 3,121.62	10.65	\$ 3,121.62	3.03
1306 - Banquet Room Revenue	14,048.63	47.95	44,729.80	43.42
1306.1 - Bar Revenue	12,128.06	41.40	56,163.72	54.52
1398 - Returns & Allowances	<u>0.00</u>	<u>0.00</u>	<u>(1,000.00)</u>	<u>(0.97)</u>
<b>Total Sales</b>	<b>29,298.31</b>	<b>100.00</b>	<b>103,015.14</b>	<b>100.00</b>
<b>Cost of Goods Sold</b>				
1405 - Dry Cleaning Expense	0.00	0.00	439.00	0.43
1407 - Food Expense	27.62	0.09	2,380.90	2.31
1408 - Liquor Expense	<u>0.00</u>	<u>0.00</u>	<u>16,516.12</u>	<u>16.03</u>
<b>Total Cost of Goods Sold</b>	<b>27.62</b>	<b>0.09</b>	<b>19,336.02</b>	<b>18.77</b>
<b>Gross Profit</b>	<b>29,270.69</b>	<b>99.91</b>	<b>83,679.12</b>	<b>81.23</b>
<b>Operating Expenses</b>				
1507 - Royalty Expense	335.42	1.14	7,723.09	7.50
1509 - Outside Services	105.60	0.36	570.92	0.55
1510 - Operating Supplies	0.00	0.00	3,093.43	3.00
1512 - Freight & Postage	0.00	0.00	128.02	0.12
1515 - Gross Wages-Event Center	4,018.84	13.72	41,742.19	40.52
1526 - Utilities	2,372.97	8.10	15,056.86	14.62
1529 - Telephone	(305.47)	(1.04)	0.00	0.00
1530 - Repairs & Maintenance	0.00	0.00	5,121.89	4.97
1534 - Advertising & Promotion	0.00	0.00	826.07	0.80
1535 - Insurance	0.00	0.00	658.00	0.64
1539 - Meals & Entertainment	0.00	0.00	68.33	0.07
1542 - FICA Tax- Event Center	340.96	1.16	3,430.02	3.33
1543 - Unemployment Tax - Event Center	53.48	0.18	2,146.07	2.08
1548 - Permits & Licenses	447.50	1.53	5,788.50	5.62
1550 - Interest Expense	0.00	0.00	3.00	0.00
1564 - Legal & Accounting	244.44	0.83	3,057.07	2.97
1566 - Office Expense	911.95	3.11	1,622.29	1.57
1580 - Dues & Subscriptions	0.00	0.00	36.16	0.04
1581 - Laundry & Uniforms	<u>65.00</u>	<u>0.22</u>	<u>391.85</u>	<u>0.38</u>
<b>Total Operating Expenses</b>	<b>8,590.69</b>	<b>29.32</b>	<b>91,463.76</b>	<b>88.79</b>
<b>Net Income (Loss)</b>	<b>\$ <u>20,680.00</u></b>	<b><u>70.58</u></b>	<b>\$ <u>(7,784.64)</u></b>	<b><u>(7.56)</u></b>

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# WORTHINGTON HOTEL GROUP LLC

## STATEMENT OF REVENUES AND EXPENSES

	1 Month Ended		12 Months Ended	
	December 31, 2014	%	December 31, 2014	%
<b>Event Center</b>				
1304 - Vending Revenue	\$ 4,318.80	21.40	\$ 39,115.27	14.83
1306 - Banquet Room Revenue	10,332.60	51.21	104,965.13	39.79
1306.1 - Bar Revenue	5,526.53	27.39	119,935.54	45.46
1398 - Returns & Allowances	0.00	0.00	(206.82)	(0.08)
<b>Total Sales</b>	<b>20,177.93</b>	<b>100.00</b>	<b>263,809.12</b>	<b>100.00</b>
<b>Cost of Goods Sold</b>				
1402 - Guest Expense	0.00	0.00	398.64	0.15
1406 - Banquet Room Expense	1,519.66	7.53	5,117.23	1.94
1407 - Food Expense	2,585.92	12.82	38,139.08	14.46
1408 - Liquor Expense	3,485.68	17.27	26,860.39	10.18
<b>Total Cost of Goods Sold</b>	<b>7,591.26</b>	<b>37.62</b>	<b>70,515.34</b>	<b>26.73</b>
<b>Gross Profit</b>	<b>12,586.67</b>	<b>62.38</b>	<b>193,293.78</b>	<b>73.27</b>
<b>Operating Expenses</b>				
1507 - Royalty Expense	2,717.36	13.47	26,488.30	10.04
1509 - Outside Services	111.49	0.55	4,429.50	1.68
1510 - Operating Supplies	125.97	0.62	3,329.91	1.26
1512 - Freight & Postage	0.00	0.00	28.45	0.01
1515 - Gross Wages	4,685.00	23.22	62,334.20	23.63
1521 - Equipment Rental	0.00	0.00	75.00	0.03
1526 - Utilities	2,557.50	12.67	33,136.66	12.56
1530 - Repairs & Maintenance	826.76	4.10	13,560.23	5.14
1534 - Advertising & Promotion	909.96	4.51	8,930.30	3.39
1538 - Travel & Lodging	0.00	0.00	140.40	0.05
1539 - Meals & Entertainment	0.00	0.00	130.96	0.05
1542 - FICA Tax- Event Center	232.56	1.15	3,486.86	1.32
1543 - Unemployment Tax - Event Center	0.00	0.00	2,604.95	0.99
1548 - Permits & Licenses	447.50	2.22	3,467.50	1.31
1556 - Commissions	0.00	0.00	338.86	0.13
1564 - Legal & Accounting	941.61	4.67	10,416.61	3.95
1566 - Office Expense	0.00	0.00	1,907.82	0.72
1580 - Dues & Subscriptions	0.00	0.00	227.81	0.09
1581 - Laundry & Uniforms	0.00	0.00	2,184.71	0.83
<b>Total Operating Expenses</b>	<b>13,555.71</b>	<b>67.18</b>	<b>177,219.03</b>	<b>67.18</b>
<b>Net Income (Loss)</b>	<b>\$ (969.04)</b>	<b>(4.80)</b>	<b>\$ 16,074.75</b>	<b>6.09</b>

Unadjusted Year End  
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**WORTHINGTON HOTEL GROUP LLC**  
**COMPARATIVE STATEMENT OF REVENUES**  
**AND EXPENSES**

	1 Month Ended		1 Month Ended		10 Months Ended		10 Months Ended	
	October 31, 2015	%	October 31, 2014	%	October 31, 2015	%	October 31, 2014	%
<b>Event Center</b>								
1302 - Room Revenue	\$ 217.39	0.63	\$ 0.00	0.00	\$ 217.39	0.09	\$ 0.00	0.00
1304 - Vending Revenue	920.40	2.68	3,146.13	15.30	24,174.02	9.68	32,835.70	14.93
1306 - Banquet Room Revenue	18,938.01	55.12	9,330.00	45.36	111,609.13	44.70	87,497.25	39.78
1306.1 - Bar Revenue	15,033.84	43.75	8,091.62	39.34	114,414.74	45.83	99,824.82	45.39
1398 - Returns & Allowances	<u>(750.00)</u>	(2.18)	<u>0.00</u>	0.00	<u>(750.00)</u>	(0.30)	<u>(206.82)</u>	(0.09)
<b>Total Sales</b>	<b>34,359.64</b>	<b>100.00</b>	<b>20,567.75</b>	<b>100.00</b>	<b>249,665.28</b>	<b>100.00</b>	<b>219,950.95</b>	<b>100.00</b>
<b>Cost of Goods Sold</b>								
1402 - Guest Expense	0.00	0.00	0.00	0.00	0.00	0.00	398.64	0.18
1406 - Banquet Room Expense	0.00	0.00	0.00	0.00	3,846.36	1.54	3,347.57	1.52
1407 - Food Expense	4,935.52	14.36	5,231.96	25.44	26,372.69	10.56	35,253.76	16.03
1408 - Liquor Expense	<u>3,357.71</u>	<u>9.77</u>	<u>797.67</u>	<u>3.88</u>	<u>23,720.49</u>	<u>9.50</u>	<u>22,151.45</u>	<u>10.07</u>
<b>Total Cost of Goods Sold</b>	<b>8,293.23</b>	<b>24.14</b>	<b>6,029.63</b>	<b>29.32</b>	<b>53,939.54</b>	<b>21.60</b>	<b>61,151.42</b>	<b>27.80</b>
<b>Gross Profit</b>	<b>26,066.41</b>	<b>75.86</b>	<b>14,538.12</b>	<b>70.68</b>	<b>195,725.74</b>	<b>78.40</b>	<b>158,799.53</b>	<b>72.20</b>
<b>Operating Expenses</b>								
1507 - Royalty Expense	2,375.58	6.91	1,215.05	5.91	19,581.03	7.84	21,923.08	9.97
1509 - Outside Services	116.58	0.34	109.84	0.53	2,246.81	0.90	4,208.67	1.91
1510 - Operating Supplies	287.84	0.84	868.68	4.22	7,138.24	2.86	3,203.94	1.46
1512 - Freight & Postage	0.00	0.00	0.00	0.00	0.00	0.00	28.45	0.01
1515 - Gross Wages	4,726.58	13.76	5,706.00	27.74	56,577.27	22.66	52,364.70	23.81
1521 - Equipment Rental	0.00	0.00	75.00	0.36	814.71	0.33	75.00	0.03
1526 - Utilities	2,661.38	7.75	2,539.94	12.35	28,757.04	11.52	28,741.27	13.07
1529 - Telephone	101.40	0.30	0.00	0.00	258.92	0.10	0.00	0.00
1530 - Repairs & Maintenance	1,604.54	4.67	1,655.34	8.05	20,379.45	8.16	9,704.30	4.41
1534 - Advertising & Promotion	213.80	0.62	0.00	0.00	4,637.35	1.86	7,335.84	3.34
1535 - Insurance	0.00	0.00	0.00	0.00	143.84	0.06	0.00	0.00
1538 - Travel & Lodging	0.00	0.00	0.00	0.00	0.00	0.00	140.40	0.06
1539 - Meals & Entertainment	32.15	0.09	15.92	0.08	92.08	0.04	78.55	0.04
1542 - FICA Tax- Event Center	241.88	0.70	276.01	1.34	3,014.15	1.21	3,018.37	1.37
1543 - Unemployment Tax - Ev	0.00	0.00	430.71	2.09	160.33	0.06	2,603.67	1.18
1548 - Permits & Licenses	0.00	0.00	0.00	0.00	3,020.00	1.21	3,020.00	1.37
1556 - Commissions	0.00	0.00	0.00	0.00	0.00	0.00	338.86	0.15
1564 - Legal & Accounting	1,091.08	3.18	0.00	0.00	9,579.25	3.84	8,648.14	3.93
1566 - Office Expense	53.16	0.15	32.21	0.16	761.45	0.30	1,392.47	0.63
1580 - Dues & Subscriptions	0.00	0.00	0.00	0.00	239.20	0.10	227.81	0.10
1581 - Laundry & Uniforms	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,387.28</u>	<u>0.96</u>	<u>2,065.53</u>	<u>0.94</u>
<b>Total Operating Expenses</b>	<b>13,505.97</b>	<b>39.31</b>	<b>12,924.70</b>	<b>62.84</b>	<b>159,788.40</b>	<b>64.00</b>	<b>149,119.05</b>	<b>67.80</b>
<b>Net Income (Loss)</b>	<b>\$ 12,560.44</b>	<b>36.56</b>	<b>\$ 1,613.42</b>	<b>7.84</b>	<b>\$ 35,937.34</b>	<b>14.39</b>	<b>\$ 9,680.48</b>	<b>4.40</b>

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**Worthington Hotel Group LLC**  
**Profit & Loss - Event Center**  
November 2014 through October 2015

GRAY

	Jan - Oct 2015
Net Income (Loss) from Accountant's P&L	<u>35937.34</u>
Expenses in Hotel Financials	
530.02 Landscaping and Groundskeeping @ 50%	5,709.43
530.03 Waste Removal @30%	2,990.54
535 Insurance @18%	7,267.68
564 Professional Fees - payroll / accounting @18%	1,763.43
566.02 Credit Card Expenses @3.5%	1,227.06
Total Expenses in Hotel Financials	<u>18,958.14</u>
Net Income after Expenses in Hotel Financials	<u>16,979.20</u>
As a percent of Total Income	6.8%

**Worthington Hotel Group LLC**  
**Profit & Loss - Event Center**  
November 2014 through October 2015

GRAY

	Nov - Dec 2014	Jan - Oct 2015	Total 12 Months
Net Income (Loss) from Accountant's P&L	<u>6394.27</u>	<u>35937.34</u>	<u>42331.61</u>
Expenses in Hotel Financials			
530.02 Landscaping and Groundskeeping @ 50%	666.93	5,709.43	6,376.36
530.03 Waste Removal @30%	545.65	2,990.54	3,536.19
535 Insurance @18%	1,939.50	7,267.68	9,207.18
564 Professional Fees - payroll / accounting @18%	567.17	1,763.43	2,330.61
566.02 Credit Card Expenses @3.5%	191.98	1,227.06	1,419.03
Total Expenses in Hotel Financials	<u>3,911.23</u>	<u>18,958.14</u>	<u>22,869.37</u>
Net Income after Expenses in Hotel Financials	<u>2,483.04</u>	<u>16,979.20</u>	<u>19,462.24</u>
As a percent of Total Income	5.7%	6.8%	5.7%

Venue	Room Rent peak season, 300 plus	Additional rents	Total
Worthington Event Center	\$ 1,500.00	\$3.00 per person (\$900)	\$2,400
Regional Event Center @ SMSU	\$ 2,400.00	\$950 for lobby & Ballroom	\$3,350
Sioux Empire Convention Center	\$ 1,500.00	Ala carte	N/A
Key Largo	\$ 2,570.00	\$1,245 set up fees	\$3,815
Clay County Regional Events Center	\$ 2,500.00	inclusive	\$2,500
Round Lake Vineyards & Winery	\$ 1,800.00	\$300 set up (100 guests)	\$2,100

The WEC does not currently include a list of add on options. All of the above listed venues have add on options ranging from \$25.00 to \$3,000.00  
None of the above include food or beverage

The WEC's amenities exceed all of the above for the rental agreement. We are the only venue to include set up, staffing, clean up and all use of FF&E including multimedia  
The WEC is the only venue that does not include a gratuity.

All 2016 June, July and August contracts for Saturdays are booked and signed with the expectation the the rent will be \$1,500.00.  
We have 3 open Saturday's left to book in peak season.

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BRAAKSMA JEREMY	11/27/15	REIMBURSE MWOA SW SECTION	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	20.00_
				TOTAL:	20.00
CHAPULIS BRADLEY	11/27/15	REIMBURSE SW MN ED PROS	GENERAL FUND	ECONOMIC DEVELOPMENT	66.70_
				TOTAL:	66.70
CITY ENGINEERS ASSOC OF MN	11/27/15	MEMBERSHIP	GENERAL FUND	ENGINEERING ADMIN	60.00_
				TOTAL:	60.00
DAVIS TYPEWRITER CO INC	11/27/15	ADDING MACHINE TAPE	WATER	ADMIN OFFICE SUPPLIES	5.61
	11/27/15	ADDING MACHINE TAPE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	5.60
	11/27/15	ADDING MACHINE TAPE	ELECTRIC	ADMIN OFFICE SUPPLIES	11.21_
				TOTAL:	22.42
DEPT OF PUBLIC SAFETY	11/27/15	BUYERS CARD	LIQUOR	O-GEN MISC	20.00_
				TOTAL:	20.00
DUITSMAN GLENN	11/27/15	REIMBURSE MWOA SW SECTION	MUNICIPAL WASTEWAT	O-PURIFY MISC	20.00_
				TOTAL:	20.00
ECHO GROUP INC	11/27/15	TERMINALS	ELECTRIC	FA DISTR ST LITE & SIG	90.08_
				TOTAL:	90.08
EHRLERS & ASSOCIATES INC	11/27/15	CONTINUING DISCLOSURE REPO PIR SERIES 2009C	GO PIR SERIES 2009C		700.00
	11/27/15	CONTINUING DISCLOSURE REPO PIR SERIES 2010A	GO PIR SERIES 2010A		700.00
	11/27/15	CONTINUING DISCLOSURE REPO PIR SERIES 2012A	GO PIR SERIES 2012A		700.00
	11/27/15	CONTINUING DISCLOSURE REPO GO SERIES 2012B,SA	REV BOND. SERIES 2012B		700.00
	11/27/15	CONTINUING DISCLOSURE REPO ELECTRIC	REV REF BOND-SERIES201		700.00_
				TOTAL:	3,500.00
ESRI INC	11/27/15	SOFTWARE MAINTENANCE	WATER	NON-DEPARTMENTAL	1,350.00
	11/27/15	SOFTWARE MAINTENANCE	ELECTRIC	NON-DEPARTMENTAL	1,350.00_
				TOTAL:	2,700.00
FERGUSON ENTERPRISES INC #226	11/27/15	WELLHOUSE PIPING REPAIR	WATER	M-PUMPING	14.11_
				TOTAL:	14.11
FRONTIER COMMUNICATIONS	11/27/15	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	58.91
	11/27/15	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	445.95
	11/27/15	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	180.34
	11/27/15	PHONE SERVICE	GENERAL FUND	ACCOUNTING	70.78
	11/27/15	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	219.14
	11/27/15	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	158.95
	11/27/15	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	25.77
	11/27/15	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	217.96
	11/27/15	PHONE SERVICE	GENERAL FUND	PAVED STREETS	139.83
	11/27/15	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	275.49
	11/27/15	PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	197.68
	11/27/15	PHONE SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	198.62
	11/27/15	PHONE SERVICE	RECREATION	GOLF COURSE-GREEN	32.89
	11/27/15	PHONE SERVICE	RECREATION	PARK AREAS	154.28
	11/27/15	BAC FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	80.24
	11/27/15	PHONE SERVICE	WATER	O-PUMPING	80.32
	11/27/15	PHONE SERVICE	WATER	O-PURIFY MISC	66.39
	11/27/15	PHONE SERVICE	WATER	O-DISTR STORAGE	35.84
	11/27/15	PHONE SERVICE	WATER	O-DISTR MISC	58.07

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	11/27/15	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	26.11
	11/27/15	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	90.26
	11/27/15	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	306.22
	11/27/15	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	26.18
	11/27/15	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	51.84
	11/27/15	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	26.11
	11/27/15	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	85.20
	11/27/15	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	66.77
	11/27/15	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	51.63
	11/27/15	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	117.42
	11/27/15	PHONE SERVICE	ELECTRIC	O-DISTR MISC	26.26
	11/27/15	PHONE SERVICE	ELECTRIC	M-DISTR STATION EQUIPM	17.58
	11/27/15	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	63.45
	11/27/15	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	245.15
	11/27/15	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	37.28
	11/27/15	PHONE SERVICE	LIQUOR	O-GEN MISC	209.23
	11/27/15	PHONE SERVICE	AIRPORT	O-GEN MISC	88.09
	11/27/15	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	125.21
	11/27/15	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	24.74_
				TOTAL:	4,382.18
HI-LINE UTILITY SUPPLY CO LLC	11/27/15	SPIDER	ELECTRIC	O-DISTR UNDERGRND LINE	242.14_
				TOTAL:	242.14
KUHLE, MICHAEL	11/27/15	REIMBURSE CGMC FALL CONF	GENERAL FUND	MAYOR AND COUNCIL	181.70_
				TOTAL:	181.70
MAKRAM TAMMY	11/27/15	REIMBURSE HOSPITALITY STUD	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	44.00_
				TOTAL:	44.00
MARCO	11/27/15	COPIER STAPLES-KONICA	GENERAL FUND	SECURITY CENTER	53.25
	11/27/15	COPIER STAPLES-KONICA	GENERAL FUND	SECURITY CENTER	53.24_
				TOTAL:	106.49
MERCK SHARP & DOHME CORP	11/27/15	CORRECT OVERAGE-METER 1119	ELECTRIC	NON-DEPARTMENTAL	45,592.29
	11/27/15	CORRECT OVERAGE-METER 1119	ELECTRIC	NON-DEPARTMENTAL	605.24_
				TOTAL:	46,197.53
MINNESOTA DEPARTMENT OF HEALTH	11/27/15	COMMUNITY WATER SUPPLY	WATER	O-DISTR METERS	6,461.00_
				TOTAL:	6,461.00
MISCELLANEOUS V GALVEZ BENJAMIN	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
KAPAW SAY	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
NEREM DAVID	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	36.00
SLOCUM AMY	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	20.00
WOLF RANDY	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	18.00
WOLL MICHAEL	11/27/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00_
				TOTAL:	349.00
NEW DAWN	11/27/15	CUSTOMER REBATE-1415 HILLC	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00_
				TOTAL:	150.00
NOBLES COOPERATIVE ELECTRIC	11/27/15	ELECTRIC SERVICE	WATER	O-PUMPING	15.00
	11/27/15	ELECTRIC SERVICE	WATER	O-PUMPING	15.00_
				TOTAL:	30.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ODELL RODNEY	11/27/15	REIMBURSE TRUCK WIPERS	GENERAL FUND	ECONOMIC DEVELOPMENT	17.16_
				TOTAL:	17.16
RESICO INC	11/27/15	WATER RADIOS FOR ELECTRIC	WATER	FA DISTR METERS	3,195.55_
				TOTAL:	3,195.55
RUNNINGS SUPPLY INC-ACCT#9502440	11/27/15	HITCH PIN	ELECTRIC	M-DISTR UNDERGRND LINE	4.99_
				TOTAL:	4.99
SANKEY RODNEY	11/27/15	REIMBURSE	GENERAL FUND	MAYOR AND COUNCIL	471.49_
				TOTAL:	471.49
SCHWICKERTS	11/27/15	ROOF REPAIRS-1300 DIAGONAL	GENERAL FUND	PAVED STREETS	1,135.78
	11/27/15	ROOF REPAIRS-1300 DIAGONAL	WATER	M-DIST STRUCTURES	1,135.78
	11/27/15	ROOF REPAIRS-1300 DIAGONAL	ELECTRIC	M-DISTR STRUCTURES	1,135.78_
				TOTAL:	3,407.34
T & R ELECTRIC SUPPLY CO INC	11/27/15	OIL TEST	ELECTRIC	M-DISTR STATION EQUIPM	16.03_
				TOTAL:	16.03
VERIZON WIRELESS	11/27/15	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.35
	11/27/15	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	50.48
	11/27/15	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	28.35
	11/27/15	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.35
	11/27/15	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.35
	11/27/15	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	38.35
	11/27/15	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.48
	11/27/15	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	38.35
	11/27/15	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.48
	11/27/15	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	50.48
	11/27/15	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	38.35_
				TOTAL:	450.37
MARGARET HURLBUT VOSBURGH	11/27/15	YOGA CLASS INSTRUCTION	GENERAL FUND	CENTER FOR ACTIVE LIVI	374.40_
				TOTAL:	374.40
WAL MART COMMUNITY/RFCSLLC	11/27/15	COFFEE MAKER	GENERAL FUND	SECURITY CENTER	42.41
	11/27/15	COFFEE MAKER	GENERAL FUND	SECURITY CENTER	42.42
	11/27/15	KLEENEX, SPONGES	GENERAL FUND	SECURITY CENTER	13.83
	11/27/15	KLEENEX, SPONGES	GENERAL FUND	SECURITY CENTER	13.84
	11/27/15	CLEANING SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	32.39
	11/27/15	EXERCISE EQUIPMENT -DHS GR	GENERAL FUND	CENTER FOR ACTIVE LIVI	99.00
	11/27/15	OFFICE SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	36.62
	11/27/15	TV CART-EQUIPMENT -DHS GRA	GENERAL FUND	CENTER FOR ACTIVE LIVI	38.88_
				TOTAL:	319.39
WENCK ASSOCIATES INC	11/27/15	GOLF COURSE ASSESSMENT	GENERAL FUND	CLEAN WATER PARTNER	3.00_
				TOTAL:	3.00

VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	4,529.23
202	MEMORIAL AUDITORIUM	241.68
229	RECREATION	385.79
231	ECONOMIC DEV AUTHORITY	80.24
346	PIR SERIES 2009C	700.00
347	PIR SERIES 2010A	700.00
348	PIR SERIES 2012A	700.00
349	GO SERIES 2012B,SALES TAX	700.00
601	WATER	12,699.57
602	MUNICIPAL WASTEWATER	663.33
604	ELECTRIC	51,049.96
609	LIQUOR	229.23
612	AIRPORT	88.09
702	DATA PROCESSING	149.95

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GRAND TOTAL: 72,917.07  
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TOTAL PAGES: 4

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS EQUIPMENT INC	12/04/15	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	49.51
	12/04/15	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	49.51_
				TOTAL:	99.02
AMERICAN BOTTLING COMPANY	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	141.31_
				TOTAL:	141.31
AMERIPRIDE	12/04/15	TOWEL SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	98.37_
				TOTAL:	98.37
ARNT AERIAL SPRAYING INC	12/04/15	REFUND OF DEPOSITS-ACCTS F WATER		NON-DEPARTMENTAL	16.98
	12/04/15	REFUND OF DEPOSITS-ACCTS F WATER		ACCTS-RECORDS & COLLEC	0.03_
				TOTAL:	17.01
ARTISAN BEER COMPANY	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	298.00
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	753.00
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	128.00_
				TOTAL:	1,179.00
BELLBOY CORP	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	600.00_
				TOTAL:	600.00
BELTLINE AUTOMOTIVE	12/04/15	SERVICE #104	ELECTRIC	O-DISTR SUPER & ENG	52.32_
				TOTAL:	52.32
BEVERAGE WHOLESALERS INC	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	5,318.05
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	8,351.12
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	4,275.35
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	1,218.05
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	15.50-
				TOTAL:	19,147.07
C&S CHEMICALS INC	12/04/15	4,144 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,827.76_
				TOTAL:	4,827.76
CCSI	12/04/15	REBATE-604 14TH ST	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00_
				TOTAL:	50.00
CLARITUS	12/04/15	POSTAGE MACHINE SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	53.17
	12/04/15	POSTAGE MACHINE SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	53.16
	12/04/15	POSTAGE MACHINE SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	106.33_
				TOTAL:	212.66
DACOTAH PAPER CO	12/04/15	BAGS	LIQUOR	O-GEN MISC	330.58_
				TOTAL:	330.58
DAKOTA SUPPLY GROUP INC	12/04/15	SECONDARY PED	ELECTRIC	M-DISTR UNDERGRND LINE	1,282.68_
				TOTAL:	1,282.68
DOLL DISTRIBUTING LLC	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	138.60
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	17.35-
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	658.80
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	7,078.50
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	1,112.40
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	99.00
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	10,330.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	994.20
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	191.40
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	8,873.25
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	180.00
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	5,300.90_
				TOTAL:	34,940.65
ECHO GROUP INC	12/04/15	SAWZALL BLADES	WATER	M-PURIFY EQUIPMENT	40.98_
				TOTAL:	40.98
FASTENAL COMPANY	12/04/15	CENTENNIAL ROW DOCK	GENERAL FUND	LAKE IMPROVEMENT	0.61
	12/04/15	HARDWARE	WATER	M-PURIFY EQUIPMENT	5.64
	12/04/15	BOLTS	ELECTRIC	O-DISTR MISC	67.52_
				TOTAL:	73.77
FERGUSON ENTERPRISES INC #226	12/04/15	WATER FILTER PLANT PLUMBING WATER		M-PURIFY STRUCTURES	10.42_
				TOTAL:	10.42
INDIAN ISLAND WINERY	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	664.72_
				TOTAL:	664.72
JAKOB RYAN GRABER REISCHL	12/04/15	TECHNICAL CREW-11/12, 11/1	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	140.00
	12/04/15	TECHNICAL CREW-11/23, 11/2	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	120.00_
				TOTAL:	260.00
JERRY'S AUTO SUPPLY	12/04/15	PLOW LIGHTS	GENERAL FUND	PAVED STREETS	12.98
	12/04/15	AIR FILTERS	RECREATION	PARK AREAS	65.32
	12/04/15	TOOL CAT BULB & AIR FILTER	RECREATION	PARK AREAS	42.21
	12/04/15	PARTICULATE MASKS	WATER	M-PURIFY EQUIPMENT	22.40_
				TOTAL:	142.91
JOHNSON BROTHERS LIQUOR CO	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,213.56
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	3,702.65
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	419.50
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	21.99
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,980.00
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	2,098.20
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,472.46
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	2,553.95
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	183.49
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	90.00-
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	215.00-
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,260.00-
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	26.30-
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	47.44
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	131.13
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	130.87
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	58.11
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	35.56
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	122.85
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	3.32-
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	11.62-
				TOTAL:	21,563.86
LAMPERTS YARDS INC-2600013	12/04/15	CONCRETE FORMS-SERVICE REP WATER		O-DIST UNDERGRND LINES	24.12

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	24.12
LAMPERTS YARDS INC-2602004	12/04/15	BRISTOL PARK SIGN	RECREATION	PARK AREAS	24.88
	12/04/15	FORM LUMBER	ELECTRIC	M-DISTR UNDERGRND LINE	19.52_
				TOTAL:	44.40
LAW ENFORCEMENT LABOR SERVICES INC #27	12/04/15	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	235.00_
				TOTAL:	235.00
LINCOLN-PIPESTONE RURAL WATER SYSTEM	12/04/15	NOVEMBER WATER PURCHASES-E WATER		O-SOURCE MISC	43,280.64
	12/04/15	NOVEMBER WATER PURCHASES-W WATER		O-SOURCE MISC	495.36_
				TOTAL:	43,776.00
MARCO	12/04/15	CREDIT-COLOR ALLOWANCE PRI WATER		ACCTS-RECORDS & COLLEC	66.11-
	12/04/15	SERVICE/SUPPLY PRINTERS 10 WATER		ACCTS-RECORDS & COLLEC	74.65
	12/04/15	SERVICE/SUPPLY-SHARP MX500 WATER		ACCTS-RECORDS & COLLEC	73.44
	12/04/15	SERVICE/SUPPLY PRINTERS-11 WATER		ACCTS-RECORDS & COLLEC	74.65
	12/04/15	CREDIT-COLOR ALLOWANCE PRI MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	66.11-
	12/04/15	SERVICE/SUPPLY PRINTERS 10 MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	74.64
	12/04/15	SERVICE/SUPPLY-SHARP MX500 MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	73.43
	12/04/15	SERVICE/SUPPLY PRINTERS-11 MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	74.64
	12/04/15	CREDIT-COLOR ALLOWANCE PRI ELECTRIC		ACCTS-RECORDS & COLLEC	132.22-
	12/04/15	SERVICE/SUPPLY PRINTERS 10 ELECTRIC		ACCTS-RECORDS & COLLEC	149.30
	12/04/15	SERVICE/SUPPLY-SHARP MX500 ELECTRIC		ACCTS-RECORDS & COLLEC	146.88
	12/04/15	SERVICE/SUPPLY PRINTERS-11 ELECTRIC		ACCTS-RECORDS & COLLEC	149.30_
				TOTAL:	626.49
MISCELLANEOUS V ALBERSMAN DARYLE	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	525.00
BRISTOW BOB	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
BROUWER HELEN	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	525.00
CHITAY LAURA	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
ENOCHSON BEAU J	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	70.14
ENOCHSON BEAU J	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.08
ESTATE OF IRENE RIEGER	12/04/15	REFUND OF CREDITS-ACCTS FI GARBAGE COLLECTION		NON-DEPARTMENTAL	18.71
ESTATE OF IRENE RIEGER	12/04/15	REFUND OF CREDITS-ACCTS FI GARBAGE COLLECTION		NON-DEPARTMENTAL	9.30
HULS ARLEEN	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
OOSTRA PAMELA	12/04/15	REFUND OF CREDITS-ACCTS FI GARBAGE COLLECTION		NON-DEPARTMENTAL	73.53
OOSTRA PAMELA	12/04/15	REFUND OF CREDITS-ACCTS FI GARBAGE COLLECTION		NON-DEPARTMENTAL	32.57
PERDOMO JULIO	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
POWERS BRIAN	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
RACHEL CONTRACTING INC	12/04/15	REFUND OF DEPOSITS-ACCTS F WATER		NON-DEPARTMENTAL	1,334.32
RACHEL CONTRACTING INC	12/04/15	REFUND OF DEPOSITS-ACCTS F WATER		ACCTS-RECORDS & COLLEC	0.05
RICALDE RITA E & OSCAR	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	48.21
RICALDE RITA E & OSCAR	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.11
SCHETTLER PHYLLIS	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	425.00
SUAREZ CASTRO LUIS F	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	69.71
SUAREZ CASTRO LUIS F	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.03
TESSEMA TAYE BELAYNEH	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	62.36
TURBES GERALD	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
WINDSCHITL LEON	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	130.00
WYLIE SAM	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	52.00
WYLIE SAM	12/04/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.09
ZYLSTRA KEN & ELEANOR	12/04/15	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00_
				TOTAL:	4,051.21
MN CHILD SUPPORT PAYMENT CTR	12/04/15	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	461.46



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/04/15	GARNISHMENT	WATER	NON-DEPARTMENTAL	294.46_
				TOTAL:	755.92
MORGAN CREEK VINEYARDS	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	473.40_
				TOTAL:	473.40
NALCO COMPANY	12/04/15	PHOSPHATE	WATER	O-PURIFY	5,095.35_
				TOTAL:	5,095.35
NATIONAL RURAL ELECTRIC COOP ASSOC	12/04/15	RURAL ELECTRIC MAGAZINE	ELECTRIC	O-DISTR MISC	72.00_
				TOTAL:	72.00
NMC EXCHANGE LLC	12/04/15	SERVICE FORKLIFT	ELECTRIC	O-DISTR UNDERGRND LINE	147.94
	12/04/15	SERVICE FORKLIFT	LIQUOR	O-GEN MISC	1,211.34_
				TOTAL:	1,359.28
PAUSTIS & SONS	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	103.00-
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	615.00
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	10.50_
				TOTAL:	522.50
PEPSI COLA BOTTLING CO	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	110.80
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	70.00
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	168.80
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	54.00_
				TOTAL:	403.60
PHILLIPS WINE & SPIRITS INC	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	48.00-
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	72.00-
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,102.37
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,253.65
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,304.61
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,298.65
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	59.87
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	37.35
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	154.11
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	48.14_
				TOTAL:	16,135.43
PURCHASE POWER	12/04/15	POSTAGE METER REFILL	WATER	ADMIN OFFICE SUPPLIES	150.00
	12/04/15	POSTAGE METER REFILL	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	12/04/15	POSTAGE METER REFILL	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	12/04/15	POSTAGE METER REFILL	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	12/04/15	POSTAGE METER REFILL	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	12/04/15	POSTAGE METER REFILL	ELECTRIC	ACCTS-RECORDS & COLLEC	2,700.00_
				TOTAL:	6,000.00
ROUND LAKE VINEYARDS & WINERY LLC	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	306.00
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	648.00
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	504.00_
				TOTAL:	1,458.00
RUNNINGS SUPPLY INC-ACCT#9502440	12/04/15	SHOP SUPPLIES	WATER	O-DISTR MISC	13.99
	12/04/15	HIGH SERVICE PUMP REPAIR	WATER	M-PURIFY EQUIPMENT	2.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/04/15	HIGH SERVICE PUMP REPAIR	WATER	M-PURIFY EQUIPMENT	16.99
	12/04/15	HIGH SERVICE PUMP REPAIR	WATER	M-PURIFY EQUIPMENT	12.98
	12/04/15	HIGH SERVICE PUMP REPAIR	WATER	M-PURIFY EQUIPMENT	5.67
	12/04/15	PLUG IN -HYDRANT HEATER BO	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.28
	12/04/15	TARP STRAP, TRACTOR CHAINS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	9.96_
		TOTAL:			69.37
SCHWALBACH ACE #6067	12/04/15	LIGHT BULBS-LIFT STATION	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	13.98
	12/04/15	WINDOW GLAZING CAULK, TAPE	MUNICIPAL WASTEWAT	M-PURIFY STRUCTURES	12.48_
		TOTAL:			26.46
SOUTHERN WINE & SPIRITS OF MINNESOTA	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	891.14
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	17.28
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,558.30
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	2,201.00
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.92
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	21.54
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	74.59
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	81.40_
		TOTAL:			8,846.63
STUART C IRBY CO	12/04/15	FR-HI VIS SHIRT	ELECTRIC	O-DISTR MISC	101.53
	12/04/15	FR CLOTHING	ELECTRIC	O-DISTR MISC	406.56_
		TOTAL:			508.09
TRI-STATE RENTAL CENTER	12/04/15	SAW BLADE	ELECTRIC	M-DISTR UNDERGRND LINE	78.00_
		TOTAL:			78.00
TRUE BRANDS	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	184.94
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	167.88
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	24.55
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	13.43_
		TOTAL:			390.80
ADVANTAGEPOINT TRANSFER AGENTS-457	12/04/15	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	62.00_
		TOTAL:			62.00
VAST BROADBAND	12/04/15	BAC-AUDIO/VISUAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	78.38_
		TOTAL:			78.38
VERIZON WIRELESS	12/04/15	MONTHLY WIRELESS SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.05
	12/04/15	MONTHLY WIRELESS SERVICE	GENERAL FUND	ADMINISTRATION	58.66
	12/04/15	MONTHLY WIRELESS SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.10
	12/04/15	MONTHLY WIRELESS SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	31.43
	12/04/15	PHONE SERVICE	GENERAL FUND	POLICE ADMINISTRATION	728.05
	12/04/15	PHONE SERVICE	GENERAL FUND	SECURITY CENTER	81.59
	12/04/15	PHONE SERVICE	GENERAL FUND	SECURITY CENTER	81.59
	12/04/15	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	143.15
	12/04/15	PHONE SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.48
	12/04/15	MONTHLY WIRELESS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.05
	12/04/15	MONTHLY WIRELESS SERVICE	RECREATION	PARK AREAS	36.05
	12/04/15	MONTHLY WIRELESS SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.05_
		TOTAL:			1,376.25
WILTROUT, BRETT C	12/04/15	REIMBURSE INTERNAL AFFAIRS	GENERAL FUND	POLICE ADMINISTRATION	113.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	113.00
WINE MERCHANTS	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	208.00-
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	283.00
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	3.32_
				TOTAL:	78.32
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	30.75
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,530.68
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	38.68
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,237.90
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	74.87
	12/04/15	WINE	LIQUOR	NON-DEPARTMENTAL	27.24
	12/04/15	BEER	LIQUOR	NON-DEPARTMENTAL	83.10
	12/04/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10,411.78
	12/04/15	MIX	LIQUOR	NON-DEPARTMENTAL	124.77
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	58.30
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.55
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	76.52
	12/04/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.41
	12/04/15	FREIGHT	LIQUOR	O-GEN MISC	117.22_
				TOTAL:	20,812.77
WORTHINGTON POSTMASTER	12/04/15	FIRST CLASS PRESORT FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	225.00_
				TOTAL:	225.00

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

101	GENERAL FUND	2,262.17
202	MEMORIAL AUDITORIUM	291.05
229	RECREATION	199.51
231	ECONOMIC DEV AUTHORITY	78.38
601	WATER	52,382.68
602	MUNICIPAL WASTEWATER	6,679.59
604	ELECTRIC	8,505.39
609	LIQUOR	128,899.98
873	GARBAGE COLLECTION	134.11

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GRAND TOTAL:	199,432.86
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ACCESS FAMILY MEDICAL CLINIC	12/11/15	DRUG SCREEN/ALCOHOL TEST	GENERAL FUND	PAVED STREETS	25.00
	12/11/15	DRUG SCREEN/ALCOHOL TEST	GENERAL FUND	PAVED STREETS	10.00
	12/11/15	DRUG SCREEN/ALCOHOL TEST	RECREATION	PARK AREAS	101.00
	12/11/15	DRUG SCREEN/ALCOHOL TEST	WATER	O-DISTR MISC	35.00
	12/11/15	DRUG SCREEN/ALCOHOL TEST	ELECTRIC	O-DISTR MISC	76.00_
				TOTAL:	247.00
ALDEN POOL & MUNICIPAL SUPPLY	12/11/15	SMOKE BOMBS	MUNICIPAL WASTEWAT	M-SOURCE MISC	436.80_
				TOTAL:	436.80
ARCTIC GLACIER USA INC	12/11/15	ICE	LIQUOR	NON-DEPARTMENTAL	71.91_
				TOTAL:	71.91
ARNOLD MOTOR SUPPLY	12/11/15	THREADLOCK	GENERAL FUND	POLICE ADMINISTRATION	6.29
	12/11/15	BEARINGS	RECREATION	GOLF COURSE-GREEN	8.38
	12/11/15	COOLANT	ELECTRIC	O-DISTR UNDERGRND LINE	23.94_
				TOTAL:	38.61
JESSICA N ARNT	12/11/15	2015 BEACH NOOK AGREEMENT	RECREATION	SWIMMING BEACHES	5,000.00_
				TOTAL:	5,000.00
ARTISAN BEER COMPANY	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	64.00
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	11.50-
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	42.00-
				TOTAL:	10.50
ASTRUP DRUG INC	12/11/15	2015 TAX ABATEMENT #31-020	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	1,173.91
	12/11/15	2015 TAX ABATEMENT #31-025	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	1,141.92_
				TOTAL:	2,315.83
BAHRS SMALL ENGINE	12/11/15	GENERATOR REPAIR	RECREATION	PARK AREAS	146.65
	12/11/15	GENERATOR REPAIR	RECREATION	PARK AREAS	48.00_
				TOTAL:	194.65
BELLBOY CORP	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	264.00
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	262.00
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	11.00_
				TOTAL:	537.00
BERTHOLD ELECTRIC POWER SERVICES	12/11/15	ON-SITE MAINTENANCE/TESTIN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4,675.00_
				TOTAL:	4,675.00
BEVERAGE WHOLESALERS INC	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	7,656.10
	12/11/15	MIX	LIQUOR	NON-DEPARTMENTAL	19.20
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	3,769.09
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	5,460.20_
				TOTAL:	16,904.59
BOLTON & MENK INC	12/11/15	CONSTRUCTION PHASE 2010 IN	IMPROVEMENT CONST	TH 59 N IMPROVEMENTS	7,019.00
	12/11/15	INDUST PARK ST EXT & S SEW	IMPROVEMENT CONST	TH 59 N COMM/IND PARK	10,331.50
	12/11/15	PRELIM, FINAL PLAT, DESIGN	IMPROVEMENT CONST	DESIGN & PLAT 59 N.C.I	400.00
	12/11/15	DESIGN, BID ADMIN TAXIWAY	AIRPORT	PROJECT #12	4,221.00_
				TOTAL:	21,971.50
MARK ROBERT BRODIN	12/11/15	AV SERVICES 11/9	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	210.00
	12/11/15	AV SERVICES 11/5-11/13	BIG MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,005.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/11/15	AV SERVICES 11/18-11/24	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,654.80_
				TOTAL:	2,869.80
SUSAN N BRODIN	12/11/15	BFG 11/13/15	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	81.00_
				TOTAL:	81.00
NATHAN JED BYERS	12/11/15	TECH SUPPORT 11/12-11/13	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	85.00_
				TOTAL:	85.00
CENTER SPORTS INC	12/11/15	PITCHING RUBBERS	RECREATION	RECREATION PROGRAMS	32.00_
				TOTAL:	32.00
CENTRAL SALT LLC	12/11/15	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,495.84
	12/11/15	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,415.27
	12/11/15	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,363.47_
				TOTAL:	7,274.58
CHAMBER OF COMMERCE	12/11/15	LODGING TAX-OCTOBER	TOURISM PROMOTION	LODGING TAX/TOURISM	16,551.42_
				TOTAL:	16,551.42
CITY OF MARSHALL	12/11/15	SAFE/SOBER, CFDA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	1,266.66_
				TOTAL:	1,266.66
COALITION OF GREATER MINNESOTA CITIES	12/11/15	FALL CONFERENCE	GENERAL FUND	MAYOR AND COUNCIL	440.00
	12/11/15	FALL CONFERENCE	GENERAL FUND	ADMINISTRATION	165.00_
				TOTAL:	605.00
COCA-COLA ENTERPRISES-MIDWEST DIVISION	12/11/15	MIX	LIQUOR	NON-DEPARTMENTAL	212.76_
				TOTAL:	212.76
COMPUTER LODGE	12/11/15	BATTERY IR# 15-448	GENERAL FUND	POLICE ADMINISTRATION	10.00
	12/11/15	ANTI-VIRUS DHS GRANT	GENERAL FUND	CENTER FOR ACTIVE LIVI	219.96_
				TOTAL:	229.96
COOPERATIVE ENERGY CO- ACCT # 5910807	12/11/15	KEROSENE	GENERAL FUND	PAVED STREETS	26.00_
				TOTAL:	26.00
COTTONWOOD COUNTY SHERIFF OFFICE	12/11/15	SAFE/SOBER, CFDA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	1,918.40_
				TOTAL:	1,918.40
CULLIGAN WATER COND CO	12/11/15	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	127.50
	12/11/15	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	12/11/15	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	12/11/15	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	12/11/15	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	12/11/15	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	12/11/15	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	45.33_
				TOTAL:	269.33
DACOTAH PAPER CO	12/11/15	BAGS, ICE MELT	LIQUOR	O-GEN MISC	387.74_
				TOTAL:	387.74
DAILY GLOBE	12/11/15	ORDINANCE	GENERAL FUND	CLERK'S OFFICE	72.90
	12/11/15	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	744.19
	12/11/15	DEMENTIA CAREGIVER-DHS GRA	GENERAL FUND	CENTER FOR ACTIVE LIVI	318.00
	12/11/15	SEWER RATE CHANGES	MUNICIPAL WASTEWAT	ADMIN MISC	139.73



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/11/15	HOLIDAY ADS	LIQUOR	O-GEN MISC	1,289.80_
				TOTAL:	2,564.62
DANS ELECTRIC INC	12/11/15	REPAIR BROKEN ELECTRICAL L	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	160.89
	12/11/15	REPAIR BROKEN ELECTRICAL L	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	690.00
	12/11/15	HANGAR #4 ELECTRIC FIRE	AIRPORT	O-GEN MISC	224.63_
				TOTAL:	1,075.52
DASHBOARD ELECTRONICS	12/11/15	MAGNETIC REED SWITCH	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	13.96_
				TOTAL:	13.96
DAVIS TYPEWRITER CO INC	12/11/15	RECEIPT BOOKS	GENERAL FUND	CLERK'S OFFICE	7.30
	12/11/15	TONER	GENERAL FUND	ACCOUNTING	87.29
	12/11/15	1/2" BINDING	GENERAL FUND	ENGINEERING ADMIN	19.91
	12/11/15	STAPLES	GENERAL FUND	ENGINEERING ADMIN	3.24
	12/11/15	STAPLES	GENERAL FUND	ECONOMIC DEVELOPMENT	3.25
	12/11/15	COFFEE, TRASH BAGS, TOWELS	GENERAL FUND	GENERAL GOVT BUILDINGS	153.95
	12/11/15	CDR, DVD-R	GENERAL FUND	POLICE ADMINISTRATION	59.41
	12/11/15	MONTHLY PLANNER	GENERAL FUND	POLICE ADMINISTRATION	15.39
	12/11/15	CD/DVD SLEEVE	GENERAL FUND	SECURITY CENTER	14.19
	12/11/15	CD/DVD SLEEVE	GENERAL FUND	SECURITY CENTER	14.19
	12/11/15	BULK PAPER, FILE STORAGE,	GENERAL FUND	SECURITY CENTER	201.16
	12/11/15	BULK PAPER, FILE STORAGE,	GENERAL FUND	SECURITY CENTER	201.15
	12/11/15	FILE POCKETS, MAILER, BIND	GENERAL FUND	SECURITY CENTER	23.12
	12/11/15	FILE POCKETS, MAILER, BIND	GENERAL FUND	SECURITY CENTER	23.13
	12/11/15	LETTER POUCH	GENERAL FUND	SECURITY CENTER	12.04
	12/11/15	LETTER POUCH	GENERAL FUND	SECURITY CENTER	12.04
	12/11/15	CARTRIDGE	GENERAL FUND	SECURITY CENTER	103.50
	12/11/15	CARTRIDGE	GENERAL FUND	SECURITY CENTER	103.49
	12/11/15	FILE POCKETS, BINDING COVE	WATER	ACCTS-RECORDS & COLLEC	24.20
	12/11/15	PRINTER TONER	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	73.99
	12/11/15	FILE POCKETS, BINDING COVE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	24.20
	12/11/15	STAPLES	ELECTRIC	ADMIN OFFICE SUPPLIES	8.32
	12/11/15	FILE POCKETS, BINDING COVE	ELECTRIC	ACCTS-RECORDS & COLLEC	48.40
	12/11/15	TONERS	LIQUOR	O-GEN MISC	223.98
	12/11/15	PAPAR	LIQUOR	O-GEN MISC	41.00
	12/11/15	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	74.17_
				TOTAL:	1,576.01
DEPARTMENT OF LABOR AND INDUSTRY	12/11/15	QTRLY BLDG PERMIT SURCHARG	GENERAL FUND	NON-DEPARTMENTAL	4,607.14_
				TOTAL:	4,607.14
DIAMOND VOGEL PAINT	12/11/15	TAPE-OFFICE PAINTING	GENERAL FUND	GENERAL GOVT BUILDINGS	12.93_
				TOTAL:	12.93
DOLL DISTRIBUTING LLC	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	5.85-
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	6,424.17
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	1,513.45
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	14.00
	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	5,125.95
	12/11/15	WATER	LIQUOR	O-GEN MISC	120.00
	12/11/15	WATER	LIQUOR	O-GEN MISC	39.00_
				TOTAL:	13,230.72
DUININCK INC	12/11/15	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	1,620.00
	12/11/15	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	3,110.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	4,730.00
EARL F ANDERSEN INC- DIVISION OF SAFET	12/11/15	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	168.10_
				TOTAL:	168.10
ECHO GROUP INC	12/11/15	96" T12 LIGHT BULBS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	9.86
	12/11/15	CABLE TIES	ELECTRIC	M-DISTR UNDERGRND LINE	52.02_
				TOTAL:	61.88
ESRI INC	12/11/15	ARCGIS DESKTOP RENEWAL	GENERAL FUND	NON-DEPARTMENTAL	800.00_
				TOTAL:	800.00
FASTENAL COMPANY	12/11/15	SAFETY COAT	RECREATION	PARK AREAS	37.49
	12/11/15	HARDWARE	WATER	M-PURIFY EQUIPMENT	179.88_
				TOTAL:	217.37
FIFE WATER SERVICES INC	12/11/15	CHEMCIALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,970.40
	12/11/15	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,979.20_
				TOTAL:	19,949.60
FLAHERTY & HOOD PA	12/11/15	JOB CLASSIFICATION/COMPENS	GENERAL FUND	PERSONNEL & RECRUITMEN	2,666.67_
				TOTAL:	2,666.67
FRIENDS OF THE AUDITORIUM	12/11/15	COPIES-SUMMER BAND	GENERAL FUND	BAND	55.00_
				TOTAL:	55.00
GOPHER STAGE LIGHTING	12/11/15	COLORLED BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	365.03_
				TOTAL:	365.03
GOPHER STATE ONE CALL INC	12/11/15	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	25.40
	12/11/15	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	25.40
	12/11/15	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	50.80_
				TOTAL:	101.60
GRAHAM TIRE OF WORTHINGTON INC	12/11/15	NEW TIRES ON #14-29	GENERAL FUND	POLICE ADMINISTRATION	30.00
	12/11/15	NEW TIRES ON #14-29	GENERAL FUND	POLICE ADMINISTRATION	609.64
	12/11/15	NEW TIRES #15-24	GENERAL FUND	POLICE ADMINISTRATION	68.00
	12/11/15	NEW TIRES #15-24	GENERAL FUND	POLICE ADMINISTRATION	605.64
	12/11/15	TIRE REPAIR #408 SWEEPER	STORM WATER MANAGE	STREET CLEANING	52.00_
				TOTAL:	1,365.28
CORY DOUGLAS GREENWAY	12/11/15	POSTER DESIGN/FORMAT-DHS G	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,055.00_
				TOTAL:	3,055.00
KRIS HOHENSEE	12/11/15	ZUMBA RECERTIFICATION-DHS	GENERAL FUND	CENTER FOR ACTIVE LIVI	540.00_
				TOTAL:	540.00
HYDRO KLEAN	12/11/15	2015 SAN SEWER CIPP LINING	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	2,558.82-
	12/11/15	2015 SAN SEWER CIPP LINING	MUNICIPAL WASTEWAT	PROJECT #11	51,176.48_
				TOTAL:	48,617.66
INTEGRATED DESIGN, EQUIPMENT AND SOLUT	12/11/15	ANNUAL WEBSITE HOSTING/REP	GENERAL FUND	OTHER GEN GOVT MISC	249.00_
				TOTAL:	249.00
IDEAL LANDSCAPE & DESIGN INC	12/11/15	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	1,068.00_
				TOTAL:	1,068.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
J & K WINDOWS	12/11/15	WINDOW CLEANING	LIQUOR	O-GEN MISC	32.06_
				TOTAL:	32.06
JACKS UNIFORMS & EQUIPMENT	12/11/15	HANDGUNS	GENERAL FUND	POLICE ADMINISTRATION	1,511.40
	12/11/15	HANDGUNS	GENERAL FUND	POLICE ADMINISTRATION	9,282.00
	12/11/15	LEATHER GEAR/SHOT GUNS	GENERAL FUND	POLICE ADMINISTRATION	9,469.04
	12/11/15	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	232.79_
				TOTAL:	20,495.23
JACKSON COUNTY SHERIFFS OFFICE	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	2,614.43_
				TOTAL:	2,614.43
JANITOR'S CLOSET LTD	12/11/15	TRASH BAGS	RECREATION	PARK AREAS	276.89_
				TOTAL:	276.89
JAYCOX IMPLEMENT INC	12/11/15	FILTER, BEARINGS	RECREATION	PARK AREAS	51.08
	12/11/15	HOSE	RECREATION	PARK AREAS	15.61
	12/11/15	HYDAULIC OIL	RECREATION	PARK AREAS	38.86
	12/11/15	SKIDLOADER DOOR	RECREATION	PARK AREAS	271.10
	12/11/15	KUBOTA REPAIRS	RECREATION	PARK AREAS	52.00
	12/11/15	KUBOTA REPAIRS	RECREATION	PARK AREAS	2.60
	12/11/15	DOUBLE CHAINE-INFLUENT SCR MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT		29.30_
				TOTAL:	460.55
JERRY'S AUTO SUPPLY	12/11/15	OIL DRY	GENERAL FUND	PAVED STREETS	33.16
	12/11/15	U-BOLT FOR ENTRANCE SIGN	GENERAL FUND	SIGNS AND SIGNALS	21.16
	12/11/15	BLADE-TOOLCAT	RECREATION	PARK AREAS	11.99
	12/11/15	OIL FILTER FLOWER CUSHMAN	RECREATION	PARK AREAS	5.97
	12/11/15	OIL-TRICKLING FILTERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	34.90
	12/11/15	FILTER	ELECTRIC	O-DISTR MISC	9.88
	12/11/15	COUPLER	ELECTRIC	O-DISTR MISC	12.68_
				TOTAL:	129.74
JOBSHQ	12/11/15	EMPLOYMENT ADS	GENERAL FUND	PERSONNEL & RECRUITMEN	853.20
	12/11/15	EMPLOYMENT ADS	GENERAL FUND	POLICE ADMINISTRATION	967.40_
				TOTAL:	1,820.60
JOHNSON BROTHERS LIQUOR CO	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	242.25
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,315.46
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	853.65
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,400.00
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	24.82-
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	75.16-
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	88.50-
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	60.58
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	31.54
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	58.09
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	0.55-
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
				TOTAL:	5,770.88
JOHNSON JEWELRY INC	12/11/15	ENGRAVING KEYS	GENERAL FUND	GENERAL GOVT BUILDINGS	18.00_
				TOTAL:	18.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
DBA KJOE	12/11/15	XMAS AD PACKAGE	LIQUOR	O-GEN MISC	200.00_
				TOTAL:	200.00
KARLS CARQUEST AUTO PARTS INC	12/11/15	SEAFOAM-WINTERIZE SQUAD	GENERAL FUND	POLICE ADMINISTRATION	48.00
	12/11/15	EXHAUST CLAMP ENTRANCE SIG	GENERAL FUND	SIGNS AND SIGNALS	48.53
	12/11/15	FUEL LINE, HOSE CLAMP CUSH	RECREATION	PARK AREAS	3.10
	12/11/15	OIL CHANGE SUPPLIES #209	WATER	O-DIST UNDERGRND LINES	16.28
	12/11/15	EXPOXY PAINT-HIGH SERVICE	WATER	M-PURIFY EQUIPMENT	46.95
	12/11/15	BATTERY-VALVE DOCTOR	WATER	M-TRANS MAINS	53.99_
				TOTAL:	216.85
LAMPERTS	12/11/15	FOAM BOARD	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	49.44_
				TOTAL:	49.44
LARSON CRANE SERVICE INC	12/11/15	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	510.00_
				TOTAL:	510.00
LAWNS PLUS	12/11/15	FALL CLEAN-UP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	120.00_
				TOTAL:	120.00
LEAGUE OF MN CITIES INSURANCE TRUST	12/11/15	WORK COMP 12/25/15-3/24/1	GENERAL FUND	NON-DEPARTMENTAL	20,580.99
	12/11/15	WORK COMP 12/25/15-3/24/1	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	38.25
	12/11/15	WORK COMP 12/25/15-3/24/1	RECREATION	NON-DEPARTMENTAL	3,662.00
	12/11/15	WORK COMP 12/25/15-3/24/1	PIR/TRUNKS	NON-DEPARTMENTAL	26.50
	12/11/15	WORK COMP 12/25/15-3/24/1	IMPROVEMENT CONST	NON-DEPARTMENTAL	1,606.50
	12/11/15	WORK COMP 12/25/15-3/24/1	WATER	NON-DEPARTMENTAL	2,523.99
	12/11/15	WORK COMP 12/25/15-3/24/1	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	3,427.25
	12/11/15	WORK COMP 12/25/15-3/24/1	ELECTRIC	NON-DEPARTMENTAL	2,602.75
	12/11/15	WORK COMP 12/25/15-3/24/1	STORM WATER MANAGE	NON-DEPARTMENTAL	1,168.50
	12/11/15	WORK COMP 12/25/15-3/24/1	LIQUOR	NON-DEPARTMENTAL	1,087.75
	12/11/15	WORK COMP 12/25/15-3/24/1	AIRPORT	NON-DEPARTMENTAL	329.00
	12/11/15	WORK COMP 12/25/15-3/24/1	DATA PROCESSING	NON-DEPARTMENTAL	205.52
	12/11/15	INSURANCE SETTLEMENT	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	37.00_
				TOTAL:	37,296.00
LOWER SIOUX POLICE DEPARTMENT	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	1,792.07_
				TOTAL:	1,792.07
LYON COUNTY SHERIFF OFFICE	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	2,746.86_
				TOTAL:	2,746.86
MAILFINANCE INC	12/11/15	POSTAGE LEASE	DATA PROCESSING	COPIER/FAX	349.62_
				TOTAL:	349.62
MALTERS SHEPHERD & VON HOLTUM	12/11/15	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	165.00
	12/11/15	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	66.00
	12/11/15	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	99.00
	12/11/15	W & L LEGAL-MRES S-1 AMEND	ELECTRIC	PROFESSIONAL SERVICES	833.25_
				TOTAL:	1,163.25
MARCO	12/11/15	SERVICE EQ265584	LIQUOR	O-GEN MISC	167.06_
				TOTAL:	167.06
MARKS TOWING & REPAIR OF WORTHINGTON I	12/11/15	TOW IR#15-217	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	65.00_
				TOTAL:	65.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MARTHALER CHEVROLET OF WORTHINGTON	12/11/15	OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	5.03
	12/11/15	OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	9.86_
		TOTAL:			14.89
MARTHALER FORD OF WORTHINGTON	12/11/15	SERVICE, REPAIR HEADLIGHT1	GENERAL FUND	POLICE ADMINISTRATION	223.13
	12/11/15	SERVICE, REPAIR HEADLIGHT1	GENERAL FUND	POLICE ADMINISTRATION	768.15
	12/11/15	REPAIR #41, BALL JOINT, AL	GENERAL FUND	POLICE ADMINISTRATION	181.38
	12/11/15	REPAIR #41, BALL JOINT, AL	GENERAL FUND	POLICE ADMINISTRATION	403.95
	12/11/15	OIL CHANGE #15-24 (PATROL	GENERAL FUND	POLICE ADMINISTRATION	5.03
	12/11/15	OIL CHANGE #15-24 (PATROL	GENERAL FUND	POLICE ADMINISTRATION	14.10
	12/11/15	SERVICE SQUAD #14-25	GENERAL FUND	POLICE ADMINISTRATION	248.00
	12/11/15	SERVICE SQUAD #14-25	GENERAL FUND	POLICE ADMINISTRATION	49.49
	12/11/15	SERVICE, KEY FOB #13-33	GENERAL FUND	POLICE ADMINISTRATION	99.00
	12/11/15	SERVICE, KEY FOB #13-33	GENERAL FUND	POLICE ADMINISTRATION	26.89_
		TOTAL:			2,019.12
MC CARTHY'S FLORAL	12/11/15	ROPING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	90.84_
		TOTAL:			90.84
MC LAUGHLIN & SCHULZ INC	12/11/15	1/2" & 3/4" WEAR PLACEMENT	GENERAL FUND	PAVED STREETS	1,854.00
	12/11/15	3/4" WEAR PLACEMENT-OMAHA	WATER	PROJECT #5	735.00_
		TOTAL:			2,589.00
MCCUEN WELDING & MACHINING INC	12/11/15	BLOWER FAN WELDING	GENERAL FUND	ICE AND SNOW REMOVAL	162.72
	12/11/15	OLSON DUMPSTATION LIFT	RECREATION	OLSON PARK CAMPGROUND	50.40
	12/11/15	OLSON DUMPSTATION LIFT	RECREATION	OLSON PARK CAMPGROUND	6.55
	12/11/15	STEEL FOR AIRPORT UNIT#420	AIRPORT	O-GEN MISC	14.75_
		TOTAL:			234.42
MINNESOTA BUREAU OF CRIMINAL APPREHENS	12/11/15	PREDATORY OFFENDER TRAININ	GENERAL FUND	POLICE ADMINISTRATION	25.00
	12/11/15	DMT-G ONLINE RECERTIFICATI	GENERAL FUND	POLICE ADMINISTRATION	75.00
	12/11/15	PREDATORY OFFENDER TRAININ	GENERAL FUND	POLICE ADMINISTRATION	25.00_
		TOTAL:			125.00
MINNESOTA ENERGY RESOURCES CORP	12/11/15	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	341.14
	12/11/15	GAS SERVICE	GENERAL FUND	FIRE ADMINISTRATION	451.78
	12/11/15	GAS SERVICE	GENERAL FUND	PAVED STREETS	13.70
	12/11/15	GAS SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	279.84
	12/11/15	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	117.73
	12/11/15	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	399.62
	12/11/15	GAS SERVICE	WATER	O-DISTR MISC	18.50
	12/11/15	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	840.18
	12/11/15	GAS SERVICE	AIRPORT	O-GEN MISC	155.65
	12/11/15	GAS SERVICE	AIRPORT	O-GEN MISC	104.72_
		TOTAL:			2,722.86
MINNESOTA VALLEY TESTING LABS INC	12/11/15	NOVEMBER SALTY DISCHARGE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	135.00
	12/11/15	BIOSOLIDS ANALYSIS SAMPLES	MUNICIPAL WASTEWAT	O-PURIFY MISC	733.50_
		TOTAL:			868.50
MISCELLANEOUS V AGWA SIMON	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	28.48
	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.09
	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	26.20
	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.02
	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	26.23
	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.03

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
GAYTAN SANTOYO JUAN	12/11/15	REFUND OF DEPOSITS-ACCTS F WATER		NON-DEPARTMENTAL	45.00
GAYTAN SANTOYO JUAN	12/11/15	REFUND OF DEPOSITS-ACCTS F MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	30.64
GAYTAN SANTOYO JUAN	12/11/15	REFUND OF DEPOSITS-ACCTS F MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	0.01
GAYTAN SANTOYO JUAN	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	95.00
GAYTAN SANTOYO JUAN	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.01
GL MANAGEMENT MN LLC	12/11/15	CUSTOM LIGHTING REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	980.00
LOPEZ RODRIGUEZ IVAN E	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	65.00
LOPEZ RODRIGUEZ IVAN E	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.02
LOPEZ-MARIN ESTHER	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	18.00
LOPEZ-MARIN ESTHER	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.09
MARASCHIELLO JOHN S	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	55.23
MARASCHIELLO JOHN S	12/11/15	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.03
MIKE WOLL INVESTMENT	12/11/15	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	1,271.00_
				TOTAL:	2,641.08
MORRIS ELECTRONICS INC	12/11/15	TECH SUPPORT	GENERAL FUND	PAVED STREETS	35.00
	12/11/15	ANTI-MALWARE SUBSCRIPTION	WATER	ACCTS-RECORDS & COLLEC	83.08
	12/11/15	ANTI-MALWARE SUBSCRIPTION	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	83.08
	12/11/15	ANTI-MALWARE SUBSCRIPTION	ELECTRIC	ACCTS-RECORDS & COLLEC	166.16_
				TOTAL:	367.32
MWOA	12/11/15	2 YR MEMBERSHIP-DUITSMAN	MUNICIPAL WASTEWAT	O-PURIFY MISC	25.00
	12/11/15	2 YR MEMBERSHIP-STEFFL	MUNICIPAL WASTEWAT	O-PURIFY MISC	25.00_
				TOTAL:	50.00
NICOLE KEMPEMA'S CLEANING AND ORGANIZI	12/11/15	CLEANING 11/6-11/8	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	297.00
	12/11/15	CLEANING 11/20-11/21	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	175.50_
				TOTAL:	472.50
NIENKERK CONSTRUCTION INC	12/11/15	FITTINGS FOR BEDFORD TECH	ELECTRIC	M-DISTR UNDERGRND LINE	453.78_
				TOTAL:	453.78
NMC EXCHANGE LLC	12/11/15	SERVICE FORKLIFT	ELECTRIC	O-DISTR UNDERGRND LINE	270.36
	12/11/15	SERVICE FORKLIFT, REPLACE	LIQUOR	O-GEN MISC	1,211.34_
				TOTAL:	1,481.70
NOBLES COUNTY AUDITOR/TREASURER	12/11/15	LONG DISTANCE ENDING 9/30/	GENERAL FUND	POLICE ADMINISTRATION	116.37
	12/11/15	NOVEMBER LEGAL	GENERAL FUND	PROSECUTION	13,983.23
	12/11/15	SOLID WASTE-OCTOBER	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,158.00_
				TOTAL:	21,257.60
NOBLES COUNTY COMMUNITY SERVICES	12/11/15	FLU SHOT	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	30.00_
				TOTAL:	30.00
NOBLES COUNTY SHERIFF	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	2,538.20_
				TOTAL:	2,538.20
OKABENA-CHEDA WATERSHED DISTRICT	12/11/15	2015 EXPENSES	GENERAL FUND	CLEAN WATER PARTNER	9,896.40
	12/11/15	2015 STORM WATER PERMIT AC	STORM WATER MANAGE	STORM DRAINAGE	4,720.00
	12/11/15	2015 STORM WATER PERMIT AC	STORM WATER MANAGE	STORM DRAINAGE	2,639.47_
				TOTAL:	17,255.87
PAUSTIS & SONS	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	6,301.05
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	72.50_
				TOTAL:	6,373.55



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
PEARSON EDUCATION	12/11/15	TECH MANUALS-DHS GRANT	GENERAL FUND	CENTER FOR ACTIVE LIVI	48.34_
				TOTAL:	48.34
PEPSI COLA BOTTLING CO	12/11/15	MIX	LIQUOR	NON-DEPARTMENTAL	117.80
	12/11/15	MIX	LIQUOR	NON-DEPARTMENTAL	27.00_
				TOTAL:	144.80
PHILLIPS WINE & SPIRITS INC	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,775.72
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,618.40
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	202.37
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	58.92_
				TOTAL:	11,655.41
PIPESTONE COUNTY SHERIFF OFFICE	12/11/15	REIMBURSE PCSO-ELITE K-9 I PD TASK FORCE		BUFFALO RIDGE DRUG TAS	31.25_
				TOTAL:	31.25
PRAIRIE LANDSCAPING INC	12/11/15	SPRAYING BAC	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	250.00_
				TOTAL:	250.00
PRAIRIE VENTURES, LLP & THE STATE OF M	12/11/15	2ND 1/2 TAX ABATEMENT	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	12,541.37_
				TOTAL:	12,541.37
PROMO 4 U	12/11/15	PEEL N STICK CALENDARS	LIQUOR	O-GEN MISC	182.88_
				TOTAL:	182.88
RACOM CORP	12/11/15	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	464.40_
				TOTAL:	464.40
RADIO WORKS LLC	12/11/15	NOVEMBER ADS	LIQUOR	O-GEN MISC	325.00_
				TOTAL:	325.00
REDWOOD COUNTY SHERRIF'S OFFICE	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	2,034.28_
				TOTAL:	2,034.28
REDWOOD FALLS POLICE DEPARTMENT	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	2,686.77_
				TOTAL:	2,686.77
ROCK COUNTY SHERIFFS OFFICE	12/11/15	SAFE/SOBER, CDFA 20.608,20	GENERAL FUND	POLICE ADMINISTRATION	1,565.70_
				TOTAL:	1,565.70
ROONS REPAIR INC	12/11/15	SERVICE, REPAIR UNIT #409	STORM WATER MANAGE	STREET CLEANING	401.93
	12/11/15	SERVICE, REPAIR UNIT #409	STORM WATER MANAGE	STREET CLEANING	0.26_
				TOTAL:	402.19
ROOS ERIC	12/11/15	REIMBURSE MN AWWA BOARD	WATER	O-DISTR MISC	207.00_
				TOTAL:	207.00
ROUND LAKE VINEYARDS & WINERY LLC	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	288.00_
				TOTAL:	288.00
RUNNINGS SUPPLY INC-ACCT#9502440	12/11/15	LUBRICATING BOX-ROOT SAW	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	25.52
	12/11/15	PROPANE-HAND TORCH	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.29
	12/11/15	2 CYCLE OIL-SNOW BLOWER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.47
	12/11/15	OIL NON-DETERGENT 30W	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	40.68_
				TOTAL:	74.96

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
RUNNINGS SUPPLY INC-ACCT#9502485	12/11/15	RIFLE CASE	GENERAL FUND	POLICE ADMINISTRATION	29.99
	12/11/15	BLOWER FAN, EXT CORD	GENERAL FUND	PAVED STREETS	96.98
	12/11/15	GALVANIZED CABLE UNIT 403	GENERAL FUND	PAVED STREETS	31.08
	12/11/15	HAIR PIN CLIP KIT	GENERAL FUND	ICE AND SNOW REMOVAL	15.99
	12/11/15	BAR OIL-SANDERS	GENERAL FUND	ICE AND SNOW REMOVAL	33.38
	12/11/15	U-BOLTS ENTRANCE SIGNS	GENERAL FUND	SIGNS AND SIGNALS	27.96
	12/11/15	GOV CENTER WREATH	GENERAL FUND	MISC SPECIAL DAYS/EVEN	42.99
	12/11/15	BRUSH, DEGREASER	RECREATION	GOLF COURSE-GREEN	25.67
	12/11/15	SAW BLADES	RECREATION	GOLF COURSE-GREEN	7.58
	12/11/15	GRINDING WHEEL	RECREATION	GOLF COURSE-GREEN	12.58
	12/11/15	GLOVES	RECREATION	PARK AREAS	17.99
	12/11/15	GRINDING WHEEL BLADES	RECREATION	PARK AREAS	7.95
	12/11/15	BENCH SCREWS	RECREATION	PARK AREAS	4.57
	12/11/15	SAW BLADE CARBIDE	RECREATION	PARK AREAS	54.99
	12/11/15	BOLTS-BRISTOL SIGN	RECREATION	PARK AREAS	1.97
	12/11/15	BAIL OIL	RECREATION	TREE REMOVAL	33.38
	12/11/15	WHEEL CUTOFF, COUPLER CHAN	STORM WATER MANAGE	STREET CLEANING	50.89
	12/11/15	GRINDING WHEEL, WASHERS	AIRPORT	O-GEN MISC	16.08
	12/11/15	BOLTS/NUTS/WASHER-AIRPORT	AIRPORT	O-GEN MISC	12.82
	12/11/15	SHINGLES-AIRPORT	AIRPORT	O-GEN MISC	3.49
	12/11/15	SHINGLES-AIRPORT	AIRPORT	O-GEN MISC	7.98
	12/11/15	SOFTENER SALT-AIRPORT	AIRPORT	O-GEN MISC	41.90
				TOTAL:	578.21
SANFORD HEALTH NETWORK	12/11/15	EMPLOYEE PHYSICAL	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	199.00
				TOTAL:	199.00
SCHAAP SANITATION INC	12/11/15	MONHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	112.86
	12/11/15	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	80.62
	12/11/15	MONHLY SERVICE	GENERAL FUND	PAVED STREETS	104.60
	12/11/15	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	48.78
	12/11/15	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	160.27
	12/11/15	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	72.60
	12/11/15	MONTHLY SERVICE	RECREATION	PARK AREAS	576.68
	12/11/15	MONHLY SERVICE	WATER	O-DISTR MISC	146.66
	12/11/15	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	225.00
	12/11/15	MONHLY SERVICE	ELECTRIC	O-DISTR MISC	162.50
	12/11/15	MONHLY SERVICE	LIQUOR	O-GEN MISC	162.98
	12/11/15	MONHLY SERVICE	AIRPORT	O-GEN MISC	85.89
	12/11/15	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	63,746.11
	12/11/15	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	12,920.19
	12/11/15	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	1,354.44-
	12/11/15	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	CODE ENFORCEMENT	4,151.64
				TOTAL:	81,402.94
SCHWALBACH ACE HARDWARE-5930	12/11/15	FURNACE FILTERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	83.08
	12/11/15	XMAS GARLAND LIGHTS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	99.93
	12/11/15	EXT CORD	GENERAL FUND	MISC SPECIAL DAYS/EVEN	9.99
	12/11/15	DRILL BIT	RECREATION	PARK AREAS	12.49
	12/11/15	ICE MELT, BULBS	LIQUOR	O-GEN MISC	27.98
				TOTAL:	233.47
SCHWALBACH ACE #6067	12/11/15	DRILL BITS	WATER	O-DIST UNDERGRND LINES	18.97
	12/11/15	PVC MAIN BLDG WET WELL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	8.05
				TOTAL:	27.02

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
SERVALL TOWEL & LINEN SUPPLY	12/11/15	GRANIT MATS, BAR SWIPES	LIQUOR	O-GEN MISC	79.95_
				TOTAL:	79.95
SEW UNIQUE INC	12/11/15	WPU LOGO HATS	MUNICIPAL WASTEWAT	O-PURIFY MISC	174.00_
				TOTAL:	174.00
SOUTHERN WINE & SPIRITS OF MINNESOTA	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,213.06
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	1,328.00
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	62.90
	12/11/15	FREIGHT	LIQUOR	O-GEN MISC	27.48_
				TOTAL:	2,631.44
SOUTHWESTERN MENTAL HEALTH CENTER INC	12/11/15	EAP SESSIONS	GENERAL FUND	OTHER GEN GOVT MISC	36.03
	12/11/15	EAP SESSIONS	RECREATION	GOLF COURSE-GREEN	0.71
	12/11/15	EAP SESSIONS	RECREATION	PARK AREAS	3.53
	12/11/15	EAP SESSIONS	WATER	EMPLOYEE PENS & BENEFI	4.24
	12/11/15	EAP SESSIONS	MUNICIPAL WASTEWAT	O-PURIFY MISC	5.65
	12/11/15	EAP SESSIONS	ELECTRIC	EMPLOYEE PENS & BENEFI	8.48
	12/11/15	EAP SESSIONS	LIQUOR	O-GEN MISC	2.83
	12/11/15	EAP SESSIONS	AIRPORT	O-GEN MISC	2.12
	12/11/15	EAP SESSIONS	DATA PROCESSING	DATA PROCESSING	1.41_
				TOTAL:	65.00
ROBIN STOYKE	12/11/15	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	52.80_
				TOTAL:	52.80
STREICHER'S INC	12/11/15	RETURNED VESTS	GENERAL FUND	POLICE ADMINISTRATION	69.98-
	12/11/15	TRAFFIC VESTS	GENERAL FUND	POLICE ADMINISTRATION	114.97_
				TOTAL:	44.99
SUBWAY	12/11/15	POLICE INTERVIEWS	GENERAL FUND	POLICE ADMINISTRATION	84.50_
				TOTAL:	84.50
UNITED RENTALS (NORTH AMERICA) INC	12/11/15	COMPRESSOR RENTAL	RECREATION	GOLF COURSE-GREEN	995.59
	12/11/15	RENTAL PROTECTION	RECREATION	GOLF COURSE-GREEN	120.96-
				TOTAL:	874.63
UNIVAR USA INC	12/11/15	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,568.00_
				TOTAL:	9,568.00
VAPOR BLAST MFG CO	12/11/15	METER BLASTER GLOVES	WATER	O-DISTR METERS	150.75_
				TOTAL:	150.75
VERIZON WIRELESS	12/11/15	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	542.20
	12/11/15	WIRELESS CHARGES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	805.25_
				TOTAL:	1,347.45
W-2'S QUALITY MEATS	12/11/15	OPEN HOUSE SUPPLIES	LIQUOR	O-GEN MISC	192.62_
				TOTAL:	192.62
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	12/11/15	BEER	LIQUOR	NON-DEPARTMENTAL	46.10
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,645.48
	12/11/15	MIX	LIQUOR	NON-DEPARTMENTAL	128.60
	12/11/15	WINE	LIQUOR	NON-DEPARTMENTAL	629.25
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	322.73-
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	216.00-

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	486.00-
	12/11/15	LIQUOR	LIQUOR	NON-DEPARTMENTAL	59.95-
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	64.33
	12/11/15	FREIGHT	LIQUOR	O-SOURCE MISC	8.66_
				TOTAL:	4,437.74
WORTHINGTON AUTO SUPPLY	12/11/15	BATTERY SQUAD #25	GENERAL FUND	POLICE ADMINISTRATION	110.50
	12/11/15	BEAM BLADE SQUAD #42	GENERAL FUND	POLICE ADMINISTRATION	34.90_
				TOTAL:	145.40
WORTHINGTON FIRE DEPT RELIEF ASSOC	12/11/15	2ND HALF NOBLES TAX SETTLE	GENERAL FUND	FIRE ADMINISTRATION	6,496.73_
				TOTAL:	6,496.73
WORTHINGTON FOOTWEAR	12/11/15	STEEL TOE BOOTS	WATER	O-DISTR MISC	204.00
	12/11/15	STEEL TOE BOOTS	WATER	O-DISTR MISC	204.00
	12/11/15	STEEL TOE BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	180.00
	12/11/15	STEEL TOE BOOTS	ELECTRIC	O-DISTR MISC	196.00_
				TOTAL:	784.00
WORTHINGTON PLUMBING & HEATING	12/11/15	SERVICE SHOP RESTROOM	GENERAL FUND	PAVED STREETS	126.45_
				TOTAL:	126.45
WYCOFF DANNY	12/11/15	AUGUST MILEAGE	LIQUOR	O-GEN MISC	33.98
	12/11/15	SEPTEMBER MILEAGE	LIQUOR	O-GEN MISC	33.98
	12/11/15	OCTOBER MILEAGE	LIQUOR	O-GEN MISC	33.98_
				TOTAL:	101.94
YMCA	12/11/15	EMPLOYEE TIME-DHS GRANT	GENERAL FUND	CENTER FOR ACTIVE LIVI	960.00
	12/11/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	608.58
	12/11/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,312.03
	12/11/15	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	2,008.35_
				TOTAL:	4,888.96
ZUERCHER TECHNOLOGIES LLC	12/11/15	SUPPORT & MAINTENANCE 2016	GENERAL FUND	NON-DEPARTMENTAL	31,196.90_
				TOTAL:	31,196.90

VENDOR SORT KEY

DATE   DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	167,130.95
202	MEMORIAL AUDITORIUM	4,332.13
207	PD TASK FORCE	915.46
229	RECREATION	11,646.72
231	ECONOMIC DEV AUTHORITY	15,506.82
321	PIR/TRUNKS	26.50
401	IMPROVEMENT CONST	19,357.00
601	WATER	4,740.89
602	MUNICIPAL WASTEWATER	60,903.05
604	ELECTRIC	7,586.08
605	INDUSTRIAL WASTEWATER	29,517.60
606	STORM WATER MANAGEMENT	9,033.05
609	LIQUOR	67,986.21
612	AIRPORT	5,220.03
702	DATA PROCESSING	630.72
703	SAFETY PROMO/LOSS CTRL	266.00
873	GARBAGE COLLECTION	79,463.50
878	WASTE MANAGEMENT COLL	7,158.00
882	TOURISM PROMOTION	16,551.42

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GRAND TOTAL:            507,972.13  
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