

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, March 14, 2016**

**City Hall Council Chambers**

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

**B. INTRODUCTIONS AND OPENING REMARKS**

1. Proclamation - National Service Recognition Day

**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 February 22, 2016
- b. City Council / Nobles County Commission Special Joint Meeting -  
Work Session Minutes of February 23, 2016

2. MINUTES OF BOARDS AND COMMISSIONS

- a. Water and Light Commission Minutes of Regular Meeting February  
16, 2016
- b. Park and Recreation Advisory Board Minutes of February 29, 2016
- c. Housing and Redevelopment Authority Board Minutes of January 26,  
2016
- d. Convention and Visitors Board Minutes of January 27, 2016
- e. Prairie Justice Center Joint Operations Committee Minutes of January  
22, 2016
- f. NEON Committee Minutes of February 11, 2016
- g. Center for Active Living Committee Minutes of February 16, 2016
- h. Planning Commission / Board of Appeals Minutes of March 8, 2016

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

**Case Items**

1. Council Committee Appointment Addition

b. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Items

1. Approve 2016 Beach Nook Contract
2. Approve Girls Softball Association Agreement

4. BILLS PAYABLE

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

**E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)**

Case Items

1. Sponsorship of 2016 Windsurfing Regatta and Music Festival
2. Sponsorship of 2016 BioScience Conference
3. Crailsheim Bridge Sculpture Final Presentation
4. High School Golf Team Use of Prairie View Driving Range
5. Nominating Committee Recommendations for Committee Appointments/Reappointments

Informational

6. Cecilia Bofah - Community Garden Presentation

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

Case Items

1. Fire Agreement
2. Consideration of Updated Position Guidelines

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

Case Items

1. Approve Agreement for Wireless Internet at Olson Park
2. YMCA Summer Program Fees

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

Case Items

1. Receive Reports and Order Hearing on 2016 Street Reconstruction and Shady Lane Street Improvements
2. 2016 Taxiway C Crack Repair and Seal Coat Project

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

Case Items

1. Preliminary Plat - Davis Addition
2. Call for Public Hearing - Establishment of TIF District #17 (Grand Terrace Apartments)

**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, FEBRUARY 22, 2016**

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: Jason Johnson.

Staff present: Steve Robinson, City Administrator; Dwayne Haffield, Director of Engineering; Brad Chapulis, Director of Community/Economic Development; Tammy Makram, Memorial Auditorium Manager; Janice Oberloh, City Clerk.

Others present: Alex Chhith, Daily Globe; Justine Wettschreck, KWOA; Steve Johnson, Rolf Mahlberg, Dan Livdahl, Les Johnson, and Scott Rall, Okabena-Ocheda-Bella Clean Water Partnership Joint Powers Board.

The Pledge of Allegiance was recited.

**HONORARY COUNCIL MEMBER**

Mayor Kuhle welcomed Jason Gerdes as the Honorary Council Member for the months of February, March and April, 2016.

**PUBLIC HEARING AND RESOLUTION NO. 3648 ADOPTED REGARDING TRANSFER OF MINNESOTA INVESTMENT FUNDS TO SMALL CITIES PROGRAM**

Pursuant to published notice this was the time and date for a public hearing regarding transfer of Minnesota Investment Funds to Small Cities Program.

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

Brad Chapulis, Director of Community/Economic Development, provided background information for the hearing, noting that in May 2015, Council approved a resolution of support for the Grand Terrace Apartments, which included a commitment of financial support towards the project through pledges of Tax Increment Financing (TIF) and a \$300,000 deferred loan. After much internal discussion and consultation with DEED personnel, Staff was proposing the transfer of \$300,000 from the City's Federal Minnesota Investment Fund account to its Small Cities Development Program account, which would then be loaned to Southwest Minnesota Housing Partnership for the Grand Terrace project. Current cash on hand of the City's Economic Development Loan Fund Portfolio is \$1,272,071. Of that amount, \$626,669 is restricted as it originated from Federally funded MIF grants. Mr. Chapulis said any of the restricted money that is granted or loaned out must meet Federal requirements, such as Davis-Bacon, LMI job creation, etc. Staff was proposing the \$300,000 loan to be from the restricted funds. The transfer of federal funds would still require DEED's consent.



Mayor Kuhle asked if there was anyone in attendance at the hearing who wished to present testimony. None was received.

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

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to approve the recommendation and adopt the following resolution supporting the project:

RESOLUTION NO. 3648

A RESOLUTION OF THE CITY OF WORTHINGTON IN SUPPORT OF A SMALL CITIES DEVELOPMENT PROGRAM PROJECT

(Refer to Resolution File for complete copy of Resolution.)

**AGENDA CLOSED/APPROVED WITH ADDITION**

Staff was requesting the addition of Administrative Item E.4 *Resolution and Application to Conduct Off-Site Gambling - Worthington Hockey Association* to the consent agenda.

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

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting February 8, 2016
- Minutes of Boards and Commissions - Worthington Economic Development Authority Minutes of February 8, 2016; Planning Commission Minutes of February 8, 2016; Park and Recreation Advisory Board Minutes of February 1, 2016; NEON Committee Minutes of January 14, 2016; Center for Active Living Committee Minutes of January 11, 2016; Heron Lake Watershed District Board Minutes of December 15, 2015; Okabena/Ocheda Bella Clean Water Partnership Joint Powers Board Minutes of December 9, 2015
- Bills Payable and totaling \$987,129.28 be ordered paid
- Resolution and Application to Conduct Off-Site Gambling - Worthington Hockey Association, to conduct a raffle at the Worthington Hockey Arena on March 10, 2016

**INTERFUND LOAN - MEMORIAL AUDITORIUM THEATRICAL MOVIE PROJECTION  
SYSTEM APPROVED**

Steve Robinson, City Administrator, noted that with the recent closing of the Northland Cinema, staff has been working on the feasibility of showing movies at the Memorial Auditorium until a new theater is available. The Memorial Auditorium Advisory Board recommended acquisition of a projection system, surround sound package and motorized projection screen. The budget for the new equipment is as follows:

Projector:	\$19,000	(replacing an existing 8-year old projector which has a replacement cost of approximately \$8,000)
Surround Sound:	\$16,000	
Motorized Screen:	<u>\$ 7,300</u>	
Total	<u><u>\$42,300</u></u>	

Mr. Robinson said the current projector was scheduled to be replaced in the near future, and the auditorium has a need for a motorized screen. Projected attendance would be 60 adults and 75 students per show, at ticket fees of \$6 for adults and \$4 for students (\$1,350/week). Projected weekly expenses for two showings would be \$942, resulting in a net income of \$378/week.

The Advisory Board was requesting an amendment of \$42,300 to the 2016 Memorial Auditorium budget for the purchase of the equipment. Staff was recommending funding the purchase with a 5-year, one percent interfund loan from the General Fund (Unreserved Fund Balance).

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to approve the interfund loan in the amount of \$42,300, for 5-years at 1% for the purchase and installation of the equipment.

**AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES TO PREPARE  
APPLICATION FOR CONDITIONAL LETTER OF MAP REVISION APPROVED**

Dwayne Haffield, Director of Engineering, stated that since Council had approved the Flood Mitigation Study presented to them in October of 2013, we've been in a very active process regarding flood mitigation. Council took steps in February 2014 to approve an agreement with Bolton and Menk for professional services to request a Conditional Letter of Map Revision. Council approved the application for FEMA funding in May of 2015. Mr. Haffield said the plan had a wrinkle that didn't flush out until the CLOMR was received and under review, resulting in revisions and additions to the CLOMR submittal. The regulatory floodway boundary upstream from Oslo Street would need to be expanded to include 34 properties currently not impacted by the floodway boundary. The action would reduce the risk of flood, but we would now have a bigger area that can't be encroached. Rather than having the properties included in the floodway due only to modeled

changes, Bolton and Menk found that by altering and expanding the initial project the current floodway boundary should be able to remain essentially the same. The change would be to increase the Oxford Street culvert to 14' x 10' rather than 12' x 10' as originally proposed. The project would be expanded to install the Oslo Street crossing segment of the 10' x 10' box culvert from Oslo Street through McMillan Street, which was otherwise to be completed subsequent to the initial project. Only the Oslo street segment is proposed at this time to minimize costs.

Council considered a proposal from Bolton and Menk to amend the current agreement for preparation of the request for a CLOMR. The amendment will provide for the services to amend the CLOMR request to reflect the expanded initial flood mitigation project. The proposed fees of \$16,900 reflect a scope of work equivalent to that of resubmitting the CLOMR. They do not reflect the additional services provided to address previous adjustments to the CLOMR which the consultant is not requesting. Staff was requesting that Council accept the proposal for the amendment to the existing agreement with Bolton and Menk at the proposed fees of \$16,900 and to authorize the Mayor to execute the contract. Funds would come from the 606 unreserved undesignated retained earnings.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve the amendment to the agreement with Bolton and Menk for professional services to prepare the application for the CLOMR revision, at fees of \$16,900, and to authorize the Mayor to execute the agreement.

#### **CLEAN WATER PARTNERSHIP REQUEST FOR FUNDING APPROVED**

Dwayne Haffield, Director of Engineering, provided a brief background on the Clean Water Partnership (CWP) Joint Powers Board, a partnership between the Okabena-Ocheda Watershed Board and the City of Worthington, and what their roles and objectives are. The formal purpose of the Joint Powers was to operate, administer, promote and manage water quality projects within the territory of the Okabena-Ocheda Watershed District. The City has been setting aside funds for partnership projects for years, and Mr. Haffield said as of the end of 2015 there was approximately half a million in the fund.

In April of 2015, Council approved funding for the Clean Water Partnership for completion of the Prairie View Golf Course Stormwater Best Management Practices (BMP) feasibility study. The study, completed by Wenk Engineering, was to provide an authoritative look at the potential for the site to be utilized for water quality projects. The study identified the single most efficient BMP as a "Combined Pond" under the partial decommission scenario, providing for removal of 46% of Total Suspended Solids (TSS) and 28% of the Total Phosphorus (TP) entering the site when used in combination with the other BMP's in the partial decommission scenario.

The CWP met in December of 2015 and reviewed the report, and determined the combined pond

would provide the best water quality improvement, and that state Legacy Clean Water Grant funding should be pursued if the project was supported by the City. The CWP requested that a proposal be obtained from Wenk Engineering to develop plans for the project, pursue necessary permits and prepare an application for the grant funding. The CWP reviewed the draft proposal from Wenk at its February 11, 2016 meeting, and was recommending Council approval of the Combined Pond BMP project, and requesting authorization for the use of Clean Water Partnership reserves to fund Wenk's professional services. Staff was recommending Council authorization for transfer of up to \$60,000 to the CWP for the Wenck services and additional permitting and soil investigations/testing costs not included in the Wenk proposal.

Discussion was held on the best approach to the lake quality problem - looking at the watersheds or working directly on the lake itself. Rolf Mahlberg spoke on behalf of the CWP, and noted the 30% improvement to the lake quality resulting from the project was a big number.

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to authorize up to \$60,000 to be transferred from reserves to the CWP for the Wenk services and additional costs as outlined by staff.

**RESOLUTION 3649 ADOPTED REGARDING PROPOSED SANITARY SEWER EXTENSION**

Dwayne Haffield, Director of Engineering, said the City received a petition requesting the extension of sanitary sewer in Knollwood Drive from Woodland Court to 1<sup>st</sup> Avenue SW and in 1<sup>st</sup> Avenue SW to 231 feet east of Knollwood Drive as an assessable improvement. The request is to support a proposed housing development on the property south of 1<sup>st</sup> Avenue SW and east of Knollwood Drive which is currently outside of City limits. Because the petition did not represent 35% of the frontage abutting the improvement as petitioned for, it was not adequate as defined by the state statute pertaining to special assessment for public improvements, and would require a 4/5's vote of the Council at the hearing to move it forward. Mr. Haffield said City Code indicates that petitions are to be received by Council until the last day of October of each year for improvements to be undertaken the following year, however, the petitioner is requesting that the improvement be completed this year. Council has considered accelerated projects to accommodate priority development. Construction should be completed during the school summer break due to its proximity to Prairie Elementary School and the impact to the transportation there.

To accommodate the schedule, staff has requested a proposal from Midwest Engineering for the project development including preparation of the necessary feasibility report. Costs for the engineering services would be financed from Construction Fund reserves, and ultimately included in the total project cost for financing. Should the project not advance, Mr. Haffield said the City would absorb those fees.

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to adopt the following resolution:

RESOLUTION 3649

ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**BIOTECHNOLOGY ADVANCEMENT CENTER (BAC) LEASE WITH PRAIRIE HOLDINGS GROUP APPROVED**

Staff presented a proposed lease between Prairie Holdings Group (PHG) and the City of Worthington for the three incubator bays in the Biotechnology Advancement Center for a period of three years. Brad Chapulis, Director of Community/Economic Development, said that while PHG is not a new start up business as far as incubator purposes, the company is looking to improve the logistics for one of its newer products by relocating its current operations from eastern Iowa and planning a long term capital investment for this segment of its business, and would therefore qualify for the facility use.

The proposed lease rate is \$1,710 per month for year 1 (\$20,520 annually); \$2,610 per month (\$31,320 annually) for year 2; and \$3,510 per month (\$42,120 annually) for year 3. PHG will also pay a pro-rate share of natural gas and sewer/water, and be solely responsible for electric service in the lease space.

The motion was made by Council Member Nelson, seconded by Council Member Sankey and unanimously carried to approve the Biotechnology Advancement Center Lease with Prairie Holdings Group as stated.

**RESOLUTION NO. 3650 ADOPTED AUTHORIZING ISSUANCE OF SENIOR HOUSING REVENUE BONDS - MEADOWS OF WORTHINGTON, LLC (ECUMEN)**

Meadows of Worthington, LLC, operating under the corporate umbrella of Ecumen, a Minnesota based non-profit organization, had requested the City of Worthington to issue tax-exempt revenue Bonds not to exceed \$5,900,000 on its behalf to refinance the revenue bonds originally issued in 2009 and refinanced in 2014. Proceeds from the original bond were used to construct a 42-unit addition to its senior housing facility (The Meadows) located at 1801 Collegeway.

Brad Chapulis, Director of Community/Economic Development, said the City is authorized to issue the bonds pursuant to State Statute Chapter 462C, relating to multi-family housing. The bonds would not be general or moral obligations of the City, and the City's credit, assets, and taxing powers

would not be pledged to make payments due on the bonds. In return for the use of the City's bonding authority, Ecumen will pay a fee to the City of \$7,375, and all legal expenses incurred with the project.

The motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to adopt the following resolution approving the issuance and sale of a Housing Revenue Refunding Note:

RESOLUTION NO. 3650

RESOLUTION APPROVING THE ISSUANCE AND SALE OF A HOUSING REVENUE REFUNDING NOTE (MEADOWS OF WORTHINGTON PROJECT), SERIES 2016 AND AUTHORIZING THE EXECUTION OF DOCUMENTS RELATING THERETO

(Refer to Resolution File for complete copy of Resolution)

**COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - Attended the Southwest Regional Development Commission meeting last week - they held a considerable discussion on solar energy - communities should be looking at having an ordinance in place, perhaps a Planning Commission discussion with the appropriate departments involved.

Council Member Nelson - Attended the Clean Water Partnership Board meeting, and an HRA meeting is scheduled for tomorrow.

Council Member Graber - Planning Commission discussed the sign issue regarding Great Life. The Memorial Auditorium Advisory Board discussed the equipment purchase that Council just acted on. Public Arts Commission - is in the 30-day comment period regarding the Crailsheim bridge sculpture. They met with former Mayor Demuth regarding the depth of history of that relationship. Also attended the WREDC Annual Meeting, Darlene Vortherms was the speaker and did an excellent job. Crailsheim exchange student interviews will be held this week, and there is a Buffalo Ridge Transportation meeting tomorrow.

Council Member Janssen - Attended the Clean Water Partnership Board meeting. Also attended the NEON meeting - most of the discussion was regarding the lack of good gravel in the county.

Council Member Harmon - Water and Light Commission met last Tuesday and listened to a solar presentation. The wells have been maintaining or increasing their levels. The American Public Power Association's meetings are scheduled in Washington March 10<sup>th</sup> and 11<sup>th</sup> - Commissioners Elsing and Thompson will represent Worthington. The Center for Active Living Committee met - membership was their main topic - there are 160 to 170 members now. Also attended the WREDC Annual Meeting, which was good.

Council Member Sankey - Nothing to report.

**CITY ADMINISTRATOR'S REPORT**

Steve Robinson, City Administrator, reminded Council of the 7<sup>th</sup> Grade Social Studies class on Friday for their attendance. He had a discussion with Kevin Black on decommissioning of the golf course - the shared equipment has to be dealt with, in addition to the other equipment that could be sold. Kevin will be attending a meeting where he can get information on the market for the equipment. Mr. Robinson also reported that on March 4<sup>th</sup> he and Brad Chapulis will be meeting with the Housing Partnership for the Art Place grant they received.

**ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Sankey and unanimously carried to adjourn the meeting at 8:42 p.m.

Janice Oberloh, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL/NOBLES COUNTY COMMISSION  
SPECIAL JOINT MEETING - WORK SESSION, FEBRUARY 23, 2016**

The meeting was called to order at 12:00 Noon in City Hall Council Chambers by Mayor Mike Kuhle and Nobles County Commission Chair Gene Metz, with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Mike Harmon, Rod Sankey, and Honorary Council Member, Jason Gerdes; and with the following Nobles County Commissioners present: Marv Zylstra, Bob Demuth Jr., Don Linssen. Commissioners absent; Matt Widboom.

Staff members present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk; Tom Johnson, Nobles County Administrator; Sue Luing, Nobles County HR Director, Deputy County Administrator,

Others present: Justine Wettschreck, KWOA; Julie Buntjer, Daily Globe.

**JOINT DISCUSSION**

Prairie Justice Center Lease - Tom Johnson, Nobles County Administrator, said that he and Steve Robinson, City Administrator, have been working on the Prairie Justice Center Lease for some time now. Mr. Johnson said they decided it would be easier to write a new document, which will be a 99 year document as was the old lease. Mr. Robinson said one of the items they are trying to define better is the shared costs of capital expenses, with the City's use of 12.72% of the facility and how that would apply. Mr Johnson asked if there were any comments or concerns regarding the draft document that had been included with the agenda for the meeting. Once the City and County Attorneys complete their review of the proposed lease, it will go back to the Joint Committee, then brought before the respective boards for approval.

Prairie Justice Center Garage - Steve Robinson said the Operations Committee is looking at increasing the size of the garage at the Prairie Justice Center to hold more than the six vehicles it currently holds. They are working with SEH on the project to increase the size of the garage to 18 to 20 vehicles because the electronics in most of the cars now require that they are continually running to keep them either cooled or warmed up. Three different plans have been created, with some different exit strategies. A cost estimate obtained in 2013 was just under \$600,000, not including engineering fees or architect fees, but estimates now range from \$1.1 million to \$1.7 million which is inclusive of all of the soft costs. The Joint Operations Committee will be scheduled to meet within the next week or two. If they are able to come to a recommendation it will be passed on to Council. There are five or six years left on the bond payment that the City pays to the County for our share of the Prairie Justice Center, at about \$190,000 a year. The discussion has been that the County would initially fund the entire project - we would continue to budget the amount that we're contributing for the bond once that first bond is retired in 2022, then that money would apply to our share of the garage, which would be 50%. Mr. Robinson said rather than the payment going down to \$1 per year after it is paid off, as specified in the lease, he suggested the City continue to budget the funds for any capital improvements that may arise. Tom Johnson said that because of the significant cost of the project they would want some type of agreement before both the Board and the Council that stated how it was going to get paid for. Council Member Harmon suggested that



the County would probably want some kind of interest also.

Mall Demolition - Steve Robinson reported that bids had been solicited for demolition of the mall building, and the low bid received was \$424,000, which did not include asbestos removal. The property owner is asking for up-front assistance with the demolition costs. Mr. Robinson said because the City already has over \$2 million invested in the project already, we are asking that the County fund the entire demo, which would then be refundable through TIF.

Mayor Kuhle said he would appreciate the County's participation. County Board Chair Gene Metz responded that initially we first talked about sharing costs - now you want us to pay all - we'll have to talk about it. Marv Zylstra asked if there was any agreement in place regarding the demolition costs, to which Mr. Robinson responded there was not. Nobles County Administrator Tom Johnson said they won't address the request at their March 1<sup>st</sup> meeting but will look at it after that if they are ready. Commissioner Demuth suggested that it be added to the next work session. Mr. Johnson responded that their next work session was already scheduled for Monday so it was too late to add it to that agenda.

Trail Maintenance and Features - Mr. Johnson said the County had no discussion points on this issue. Mr. Robinson asked Todd Wietzema, the City's Public Works Director, to provide some information. Mr. Wietzema said it was a smooth transition when the City took over the trail maintenance last summer - no negative comments have been received. A ship grant had been received last year for bench installation along the trail. There will also be trash containers installed, and perhaps some trees and lighting. Mr. Robinson said of the 17 benches installed last year, 15 were through the SHIP grant, but donations of benches as memorials has also become popular.

The meeting was paused for approximately eight minutes for lunch delivery.

Administrators' Reports - Steve Robinson noted that, regarding the County Road 57 area annexation, no request had yet been received for the annexation. We are working on being ready to respond when it comes in - it will be a three to four month process. It is proposed that the zoning will be light industrial with commercial along the frontage area. They are currently only looking at the west side of 57, with the east side at some time in the future.

Tom Johnson reported that, regarding the BAC, a Blandin grant had been received for installation of fiber throughout the facility. There is still \$215,000 available for completion of the Lab. The estimate for completion six months ago was \$350, - the additional funds are to come from the private sector. Steve Robinson added they are working with AURI for their expertise on what their clients would want in the facility.

Mr. Robinson also reported on the Lewis and Clark project, noting that funding has brought the project to Adrian, and it will be an additional \$18.27 million to bring it to Worthington. They are

looking for it to be in bonding bill, and are not sure what the federal contribution will be. The water will arrive here in 2018.

The legislature has a short session this year - 8 weeks. Staff will be meeting with legislators in the next couple of weeks, and will let them carry it. Legislators will also be looking at local government aid, which is a small portion of the County's budget, but is approximately 50% of the City's budget.

Mayor Kuhle asked if there was anything on the housing front. Mr. Johnson replied the Nobles Home Initiative applications were coming in slowly, at last count they had 34 since the program started.

Commissioner Demuth and Council Member Nelson left the meeting at 12:55 p.m.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Sankey and unanimously carried to adjourn the meeting at 12:56 p.m.

The motion was made by Commissioner Linssen, seconded by Commissioner Zylstra and unanimously carried to adjourn the meeting at 12:56 p.m.

Janice Oberloh, MCMC  
City Clerk

## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING FEBRUARY 16, 2016**

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: James Elsing, Aaron Hagen and Michael Harmon. Absent was Gary Hoffmann (excused).

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

Others present: Julie Buntjer, Daily Globe; Jeff Peters, Missouri River Energy Services

### **AGENDA ADDITIONS/CLOSURE**

Scott Hain, General Manager, requested that *Well Level Update & Consideration of Water Use Restrictions* be changed to Case Item #1 and *Solar Presentation* be changed to Case Item #2. A motion was made by Commissioner Elsing, seconded by Commissioner Hagen and unanimously carried to close the agenda with those changes.

### **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on February 1, 2016
- Sales Reports and Staff Reports for January 2016
- Utility bills payable totaling \$104,150.73 for February 5 and February 12, 2016

### **WELL LEVEL UPDATE & CONSIDERATION OF WATER USE RESTRICTIONS**

Scott Hain, General Manager, reported that the static levels at the Lake Bella well field continue to improve and that Well #26 is currently 8' 7" above average. After Mr. Hain's update, a lengthy discussion was held on whether to lift the current Stage 1 restrictions on non-essential water use which includes a ban on unattended lawn and garden irrigation. During discussion on whether to lift the current restrictions, consideration was given to the continued improvement of static levels into the "above average" range and the alternative water source available from Lincoln-Pipestone Rural Water.

Mr. Hain reminded Commission members that the odd/even water restrictions remain in effect at all times and that the use of water for lawn irrigation purposes is also prohibited between the hours of 10:00 a.m. and 5:00 p.m. Mr. Hain also stated that the Commission could again impose restrictions on non-essential water use within 48 hours should that become necessary.

After discussion, a motion was made by Commissioner Elsing, seconded by Commissioner Harmon and unanimously carried to lift the current Stage 1 restrictions on non-essential water use effective immediately. Utility customers will be strongly encouraged to continue with the water conservation practices they have adopted over the past years.

### **SOLAR PRESENTATION**

Jeff Peters, Director of Federal & Distributed Power Programs at Missouri River Energy Services, provided a “Solar Photovoltaic” (PV) presentation to the Commission and utility staff. The presentation included information on the major components of a PV system, net metering, residential rooftop solar example, installation costs and the options Worthington would have under our S-1 Agreement in order to either build or purchase renewables.

After the presentation, Scott Hain, General Manager, indicated that discussions with the Commission on potential future solar installation in Worthington will continue and that utility staff will keep abreast on various solar systems and their cost effectiveness.

### **MINNESOTA MUNICIPAL UTILITIES ASSOCIATION (MMUA) LEGISLATIVE RALLY**

Discussion was held on attending the Minnesota Municipal Utilities Association Legislative Rally being held on Tuesday, April 19, at the Embassy Suites in St. Paul, Minnesota.

### **COMMISSION COMMITTEE REPORTS**

There were no Commission committee reports.

### **ADJOURNMENT**

A motion was made by Commissioner Hagen, seconded by Commissioner Elsing and unanimously carried to adjourn the meeting at 4:52 P.M. President Thompson declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission

\*\*\*DRAFT\*\*\*

Park and Recreation Advisory Board  
February 29, 2016  
Page 1 of 1

**City of Worthington**  
**Park and Recreation Advisory Board Minutes**  
**7:00 a.m., Monday, February 29, 2016**

Members present: Scott Nelson, Scott Langerud, Nick Raymo, Jacoba Nagel, and Joe Anderson.  
Members Absent: Ken Jansen.  
Staff present: Todd Wietzema, Scott Rosenberg, and Mindy Eggers.  
Others Present: CJ Nelson, YMCA and Brian Nielsen, Wheel Camping & Marine.

**APPROVAL OF MINUTES**

A motion was made by Jacoba Nagel, seconded by Joe Anderson and unanimously approved to accept the minutes of the February 1, 2016 meeting.

**APPROVAL OF AGENDA - ADDITIONS/DELETIONS**

A motion was made Scott Nelson, seconded by Joe Anderson and unanimously approved to accept the agenda as presented.

**WHEEL CAMPING MARINA PRESENTATION**

Todd Wietzema introduced Brian Nielsen owner of Wheel Camping & Marine. Mr. Wietzema explained that he had been contacted by him about a possible marina addition to Lake Okabena. Mr. Nielsen stated that he is interested in putting in a private dock system to rent out 8-10 boat slips. After discussing with City staff the best location would be Slater Park, Mr. Nielsen explained that he had done some depth readings in that area last fall to make sure that it would be possible. Mr. Wietzema noted that according to the dock policy the dock would have to be open to the public, he is also waiting to hear from the DNR on any restrictions or permits that they may have concerning a marina, the City Council however, has the right to regulate fees within the City. While Mr. Nielsen stated he would prefer that it be private he understands if it cannot be and there may be a way to put a gate that would not be locked leading up to the slips. He explained that he would put in twelve volt lifts that would need a key to be used but would want people to feel that their boat and belongings were secure. Scott Rosenberg stated he has no issues with the concept and doesn't think there would be any issues as there has only been one minor one in the past. Scott Nelson asked if it would be possible to have a slip that would be available for visitors using the campground? Mr. Nielsen stated that probably not for day to day but there may be a possibility to do something by the week and that could be looked at depending on the interest that is shown. Scott Nelson encouraged Mr. Nielsen to move the project forward this spring. A motion was made by Joe Anderson, seconded by Scott Langerud and unanimously approved to move forward with the marina project as a private dock with 8-10 slips available for rent. Scott Nelson requested staff to provide an overhead picture of the proposed area when brought before Council.

**2016 YMCA PROGRAM FEES**

CJ Nelson, YMCA was present to give an overview of the proposed 2016 Program Fees. Mr. Nelson noted that the fees are up slightly from last year with slight changes made that will offer monthly sessions versus many different weekly type sessions, making it easier for staff. Day camp will run from right after school is out through Labor Day weekend. Financial aid is also available to anyone in need. Mr. Nelson stated that the rates seem very fair compared to other area centers in Worthington. The cost was also adjusted to help with the increase in minimum

**\*\*\*DRAFT\*\*\***

Park and Recreation Advisory Board  
February 29, 2016  
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wage as another adjustment will occur in August. A motion was made by Scott Nelson, seconded by Scott Langerud an unanimously approved to accept the 2016 YMCA Program Fees as presented.

**2016 BEACH NOOK CONTRACT**

Todd Wietzema stated that Jessica Arnt is unsure at this time if she will be home from college this summer so Patricia Arnt, her mother will be signing the Beach Nook contract this year. There are no changes to the contract from last year. Nick Raymo stated that he would like to see the City help promote the Beach Nook so people know we have the amenity. The committee agreed that there should be more done to let our visitors at the campground know what Worthington has to offer. Todd Wietzema will check to see what is handed out at the campground to visitors and check with the Chamber of Commerce on getting visitor guides to distribute. A motion was made by Jacoba Nagel, seconded by Joe Anderson and unanimously approved to accept the Beach Nook contract as presented.

**2016 GIRLS SOFTBALL AGREEMENT**

Mr. Wietzema stated that he has contacted the softball league and they are planning on using the softball fields again this year. The cost to prep each field per night is \$35.00. Scott Rosenberg stated there is no maintenance done between games so the cost is reasonable and will remain the same in 2016. A motion was made by Scott Nelson, seconded by Scott Langerud and unanimously approved to accept the 2016 Girls Softball Agreement.

**2016 WORTHINGTON SOCCER LEAGUE USER AGREEMENT**

Mr. Wietzema stated that at this time no-one from the Soccer League has come forward but for convenience would like to have the park board approve the contract. The fee for 2016 will be \$2,200.00, this is an increase of \$100 from last year. The board would like to see something put in the contract that Buss field would need to be cleaned up within 24hours after an event. Scott Rosenberg agreed as there were some problems last year getting it cleaned up in a timely manner. A motion was made by Scott Nelson, seconded by Jacoba Nagel and unanimously approved to accept the 2016 Soccer League User Agreement with the noted changes.

**SUPERVISOR'S REPORT**

Mr. Rosenberg stated that the department is staying busy with trimming trees and have built six new picnic tables to use in the outside areas of Chautauqua Park.

**ADJOURNMENT**

A motion was made by Joe Anderson, seconded by Scott Nelson and unanimously approved to adjourn the meeting at 8:06 a.m.

Mindy Eggers  
Secretary

**Worthington HRA Regular Board Meeting**  
**January 26, 2016**  
**819 10<sup>th</sup> Street, Worthington, MN**

Board Members Present: Lyle TenHaken, Lori Bristow, Royce Boehrs, Bridget Huber, and Scott Nelson, and Brad Chapulis.

Excused Absence: None

Staff Members Present: Randy Thompson, HRA Executive Director

Others Present: None

Lyle TenHaken, Board Chairman called the meeting to order at 5:20 P.M

APPROVAL OF THE AGENDA: A motion was made by Scott Nelson to approve the agenda with no changes or additions. The motion was seconded by Royce Boehrs. The Motion Passed.

APPROVAL OF MEETING MINUTES: A motion was made by Scott Nelson to approve the minutes from board meeting held December 22, 2015. The motion was seconded by Bridget Huber. The Motion Passed.

ANNUAL MEETING OF THE BOARD: As required by the HRA By-laws the annual meeting of the board was held as part of the first meeting in January. A motion was made by Scott Nelson to Approve Royce Boehrs as Board Chairman and Lyle TenHaken as Vice-Chairman. The motion was seconded by Bridget Huber. The Motion Passed. Motion – 01262016-A.  
Royce Boehrs will serve as board chairman for 2016 and Lyle TenHaken will serve as Vice-Chairman for 2016.

BILLS PAYABLE: The bills payable for the period of December 16, 2015 to January 21, 2016 were presented for approval. The bills paid included: Prairie Acres Account \$4,548.10 Management/Levy Account \$270.51, The Rising Sun Estates Account \$34,841.15, The Public Housing Account \$59,939.15.

FINANCIAL STATEMENT REVIEW: The board reviewed the December 31, 2015 financial statements for the Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. A Motion was made by Royce Boehrs to Approve the Bills Paid from all accounts as presented and to approve the financial statements for Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Lori Bristow. The Motion Passed. Motion - 01262016-B

The Public Housing and Section 8 financial statements are prepared by Hawkins-Ash CPA's. Due to the additional time needed for preparing year end statements the December statements for Public Housing and Section 8 were not available for review at the time of the meeting. The year-end statements will be available for the board to review at their February 2016 meeting.

EXECUTIVE DIRECTOR ANNUAL PERFORMANCE REVIEW: The annual performance review for Director Thompson was conducted on January 8, 2016. Three board members conducted the review and all board members completed the written annual review document. The board chairman indicated to the board that Director Thompson received a favorable annual review and

that a 3.1% salary increase was proposed. A motion was made by Scott Nelson to approve the annual review with goals and salary increase for Director Thompson as proposed. The motion was seconded by Bridget Huber. The motion passed. Motion – 01262016-C.

RISING SUN ESTATES NUISCANCE COMPLAINT: The Board reviewed a nuisance complaint from city hall which involved trash containers not being stored in or near the garages of the town-homes at Rising Sun Estates. This is causing the housing development to look unpresentable with containers and trash out near the streets. The board & staff agreed with the points made in the complaint and further action will be taken in the spring to address trash pickup and looking into having a dumpster site installed at the property provided there is open space to address this for access to both residents and the sanitation company.

PUBLIC HOUSING ADMISSIONS & OCCUPANCY POLICY: Director Thompson reviewed with the board the table of contents of the new and revised Public Housing Admissions & Occupancy policy. Thompson informed the board that he and the Public Housing coordinator attended a week long training session in September of 2015 in which the new policy was written. The new policy contains 12 chapters and over 250 pages. Thompson asked the board how they would like to review the policy for board approval at an upcoming meeting in 2016. The board asked that an overview of changes from the current policy be presented for each of the chapters to allow for the large document to be reviewed. Thompson indicated that he will bring an overview of changes to a future meeting for the board to review.

EXECUTIVE DIRECTORS UPDATES: Thompson informed the board that the re-bid of the boiler project will be coming up on February 5, 2016. There were two boiler companies that attended the contractor walk-thru which was held on January 18, 2016.

FUTURE MEETING DATES: The February board meeting will be held February 23, 2016 at 5:15 p.m. The meeting will be held at the Atrium Community Room. Having No Further business to discuss Board Chairman Lyle TenHaken declared the meeting adjourned at 7:15 p.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Respectfully Submitted by: Randy Thompson Signed: \_\_\_\_\_



Worthington Area Convention & Visitors Bureau  
 Board of Directors Meeting  
 January 27, 2016  
 Chamber/CVB Office  
 4:17 p.m.

Present: Andy Johnson, Brad Meester, Diane Graber, Jesse Flynn, Len Bakken, Nicholas Raymo, Ryan McGaughey, Jason Johnson, Amber Luinenburg, Jeff Rotert, Jessica Nixon, Jessica Noble, Nancy Vaske, Darlene Macklin and Ashley Goettig.

Excused Absence: Maria Thier and Jenny Andersen-Martinez.

Chairperson of the Board Jesse Flynn presiding.

A motion was made by Jason Johnson, seconded by Jessica Nixon, and passed unanimously to approve the agenda as presented.

A motion was made by Brad Meester, seconded by Diane Graber, and passed unanimously to approve the minutes of the December 16, 2015 Board of Directors meeting.

A motion was made by Diane Graber, seconded by Amber Luinenburg, and passed unanimously to accept the December, 2015 financial statements as presented.

International Festival Sponsorship: The Board of Directors were asked at what level they would like to sponsor the 2016 International Festival. Last year the CVB sponsored at the \$1,000.00 level. It is currently in the 2016 budget as \$1,000.00. A motion was made by Amber Luinenburg, seconded by Ryan McGaughey and passed unanimously to sponsor the International Festival for \$1,000.00.

Finance Committee Appointment: An appointment needs to be made for a finance committee to oversee the budget and work out a solution so there is not a deficit at the end of the year because of lodging tax dollars. In the past the finance committee has been made up of the executive board plus one or two other board members. A motion was made by Nicholas Raymo, seconded by Nancy Vaske and passed unanimously to have the finance committee made up of the executive board along with Brad Meester and Jessica Nixon.

Committee Reports: Marketing/Visitors – Selected a Queen and presented Winterfest Royalty at the Opening Ceremonies of the Worthington Winterfest. There will also be no Hospitality Award given out at this years' Annual Extravaganza.

## Board of Directors Meeting Continued, Page 2

Due to the criteria for the award there were no submissions.

Motel Advisory – The committee met and had a conference call with an online advertising possibility. The committee also welcomed the new manager at the AmericInn to their committee.

Sports & Recreation – The committee is working on the Wild Turkey Shoot-out. They currently have 23 teams. The committee is also trying to get a mini-triathlon together to possibly coordinate with the Beach Bash.

Winterfest – The entire weekend was a great success. Cook-off went very well with 19 teams. The committee is looking forward to growing in the future.

City Report: The Memorial Auditorium is still trying to negotiate the theatre. However, equipment would need to be purchased to make it feasible at the Memorial Auditorium. There are possible individuals that may be stepping up to build a new theatre, but would not take place for a while. The Memorial Auditorium has also paid off their loan that was used to secure performances in advance.

The mall property is now under new ownership of Marthaler. Palowski needs to sign a memoranda of agreement to make it official. The plan seems to be that Marthaler will tear everything down.

Smith Trucking will be purchasing 30 acres North of I-90 to have all of their locations in one central area.

New Business: BioVerse will be tentatively planning to have an Open House in March.

Next Meeting: The next meeting will be held on Wednesday, February 24, 2016.

Meeting was adjourned by consensus at 4:23 p.m.

Respectfully Submitted,

Darlene Macklin, Executive Director

**MINUTES OF THE PRAIRIE JUSTICE CENTER JOINT OPERATIONS COMMITTEE  
COUNTY OF NOBLES – CITY OF WORTHINGTON  
JANUARY 22, 2016– PRAIRIE JUSTICE CENTER**

**MEMBERS PRESENT:** Troy Appel, Scott Nelson, Mike Harmon, Steve Robinson - City of Worthington  
Kent Wilkening, Don Linssen, Matt Widboom, Tom Johnson - County of Nobles  
Mark Loosbrock – At Large

Chairman Mike Harmon called the meeting to order at 1:30 p.m. Matt Widboom made a motion to approve the minutes handed out from the August 3, 2015 meeting. Scott Nelson seconded the motion. The motion carried.

**Garage Addition** – Short Elliott Hendrickson Inc. (SHE) submitted three blueprints for the garage addition. Kent Wilkening, Troy Appel, Tom Johnson, and Steve Robinson chose one print to get a cost estimate, which came back at \$1,732,691.96. This estimate was handed out to the group. Steve commented that the biggest difference in the design chosen over the others was that it used the existing garage as storage and added on from there. It also included a canopy over the existing south entrance area.

Kent handed out the 2013 quote to the committee. Scott questioned why the first estimate received in 2013 was for \$612,000 and now it is so much more expensive. Kent stated that the quote was with reusing and repurposing many things. Steve said that architectural fees were not included in the old quote either. Steve further explained the new quote had more parking stalls, taller walls, and was made with more expensive materials.

Tom agreed that some costs would need to be cut. Steve thought the quote would go down considerably if the walls were lowered, parking stalls were narrowed, and a Tip-Up concrete was used for the walls, which is maintenance free and less money.

Scott suggested putting up a weight bearing beam on the south wall, taking the doors off and adding on that way. Steve didn't think there would be much cost savings doing that.

Tom questioned if a 12-foot door was needed as quoted. Matt stated that a 10-foot door may work for today's vehicles, but not to get too limited.

Matt asked if any of the plans used the current garage for parking. Troy responded that one plan did, but it really didn't gain anything and he stated that the extra storage space could be used for improved gun cleaning station, vacuum station for squads, and various other squad equipment storage. Kent added that it could also be used to store the ERU vehicle, boat, snowmobile, and other vehicles not used often.

Scott asked how many stalls would be designated for city parking and Steve stated half. Troy said that on-duty squad cars, supervisors, and task force personnel would use some of the stalls.

Scott talked about people tampering with the forfeited vehicles parked on the south side of the building. He suggested a fenced in area with a gate. Kent stated that there are many deliveries in the back of the PJC, so it would have to be some type of electric fence. Kent said that there was talk of a cold storage building in the back for those vehicles.

Scott reminded the committee that the PJC is also looking at security updates, so there will be costs associated with that also. Don agreed that all issues should be addressed as one, including the traffic flow around the building. Matt asked if talk should continue as a stand-alone project or if there should be a master plan including security issues, traffic flow, cold storage use, gravel road use, and people driving around building.

Scott asked if this PJC Committee is involved when projects go beyond the PJC garage addition like court security. Kent stated that it would be just for the LEC portion of the building. Although if crime happened in the county building, it is in the city limits so city would then be involved.

At this time, Steve handed around copies of the other two blueprints. Matt and Don both said that they trusted administration to choose which option was best, but that the cost needed to come down. Steve explained that the cost would be split 50/50 city and county. The city is currently paying \$190,000 to the county until the bond for the PJC is paid off in 2022. Steve would like to extend that bond to cover the garage addition.

Steve suggested requesting estimates for the other two blueprints and have the original estimate changed to include lower side walls, narrower stalls, and Tip-Up concrete.

**City and County PJC Contract** – Tom looked over the old map of the PJC and came up with the city's portion of the building at 12.72%. Some minor space changes since 2002 have changed it to 12.89%.

Tom said that he needed to relook at figures from the cost analysis with Steve at a later date, but right now it looks like the city's payment to the county may go down.

Tom stated that capital projects and old lease agreement said the city would be involved in all capital projects. County has never charged anything for capital projects, because there hasn't been anything major. Tom said the roof replacement was going to be \$1-2 million. The company that put on the old roof is now out of business. Scott questioned if the city would pay 12.89% of capital improvements. Tom's response was that some things benefit the city more so would need to be brought back to this committee. Steve said that the city should be paying for the benefit it receives. This committee makes the decisions for bigger things on a case by case basis. Steve and Tom can make decisions on \$5,000 or lower projects.

Tom said the new contract is all drafted and he could get a copy to this committee with attachments.

**Dispatch** - Matt asked if Rock County Dispatch had made any decisions yet concerning their Dispatch. Kent stated Rock County is currently operating with equipment that can't be replaced. He said that there will be some retirements in Rock County Dispatch in the near future and that may help in their decision-making.

With no further business, Don made a motion to adjourn the meeting and Mark seconded the motion. The motion passed.

NEON Minutes  
February 11, 2016, Biotechnology Advancement Center

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

Distribution of Fiber to the BioTechnology Advancement Center – Jeff McCabe, Frontier Communications, advised there is fiber to Highway 59/Prairie Drive and has given the County/City a proposal to bring the fiber into the BAC. Discussion was held that a long term plan would need to be developed for after the Broadband Grant. As the BAC is a City owned building, the City would need to be the entity signing the contract.

Shared Services with Townships – At a previous meeting, the need for gravel on township roads was discussed. Tom Johnson inquired if there are sites we can check with Geologists that could be used as gravel pits. Discussion took place on areas with gravel or red rock but the transfer costs are high. Crushed concrete was discussed as an alternative but is very dusty.

Tom Johnson reminded the group of the State Contract website, where many things can be purchased at state bid such as road graders, culverts and vehicles. The group discussed the long term management of roads and how the townships may consider entering into partnerships.

Broadband Endorsement of Vision Statement – Tom Johnson shared that a case study had been completed and that every community who allowed fiber in the community grew in population and those who did not allow fiber in their communities decreased in population. Discussion was held how Farmers now need fiber to their homes to keep up on yields, etc. Tom Johnson informed the group the County adopted a resolution endorsing the Broadband Vision Statement and called for a vote of those present for NEON to endorse *“Everyone in Minnesota will be able to use convenient, affordable world-class broadband networks that enable us to survive and thrive in our communities and across the globe.”* The Vision Statement was adopted by NEON by unanimous vote and Tom Johnson confirmed he will notify Blandin.

Alliance for Innovation (The Next Big Thing) – Tom Johnson reviewed 44 trends impacting communities in the next twenty years and the four forces that will likely mark a significant shift in how citizens act, engage and respond to each other and to their government. Tom asked if the group would like to take an hour the next meeting to do a tabletop exercise. Gene Metz suggested the exercise be spread out over a couple of meetings to narrow down the key points. It was agreed that it would be helpful to get the cards with each trend and definition ahead of time via email so that they could be reviewed prior to the meeting. Then the trends could be ranked by their likelihood and impact on our community.

Around the Table:

- Sharon Johnson/Community Ed.- New Community Ed. Catalog is in the mail. Community Ed. received a BBC grant related to online access to all families with children birth to 5 yrs old, pertaining to the Library and preschool. Staff is currently being trained before rolling this online library out.
- Donald Linssen/Nobles County – April 5<sup>th</sup> is the fourth annual Mayor and County Recognition Day for National Service and is an opportunity for us to thank those who serve and inspire more residents to volunteer in our community. The County will discuss passing a resolution in support.
- Ethel Rogers & JoAnn Burkard/Summit Lake Township – Discussed the need for sewer and a road grader.
- Roxann Polzine/Hersey Township – Township elections will be held on Tuesday, March 8<sup>th</sup>. A few of the townships changed their elections to November, such as Seward Township. The Nobles County Township Association Annual Meeting will be coming up soon.
- Larry Janssen/City of Worthington – The mall has sold and now waiting to see bids on the demolition. The new owner must have their business up and running by September 1, 2016.
- Brad Meester/City of Bigelow – Still working on the habitat project. Pam Dobson resigned from the Southwestern Minnesota Habitat for Humanity so they are working through this transition.

- Julie Foote/MVTV Wireless – MVTV has formally launched the free sites and has noted usage on Bigelow, Leota and Seward township. No usage has been noted on Little Rock, Reading or Rushmore. There is no suitable location in Ellsworth yet. The group discussed doing a press release in the Daily Globe and Tom Johnson volunteered but requested any additional comments be forwarded to him. Julie discussed the Pioneer Public TV piece on the hot spots that will air on Sunday, February 28<sup>th</sup>. Compass is the name of the series but the time it will air is unknown.
- Linden Olson/ISD 518 – Due to 3 snow days, there are 3 makeup days scheduled for students. What if kids could make up the work from home online rather than attending the makeup days? The School District had an Open House and public meeting for the new addition of the High School. The School District will have a few ideas for a new building site soon. Along with the long range plan for the schools and buildings, the School District is considering the housing of gymnastics. A committee “World’s Best Workforce” has been established and meets once a month to look at what businesses are looking for in hiring their workforce. Gone are the days where a student will have a long term career or lifetime employer. Linden discussed the impact on our schools, communities, Boards and specialized trades over the next 15-20 years.
- Jeff McCabe/Frontier Communications – Schools need to encourage and incorporate specialized trades. A Connect America transport now goes through Bigelow. Jeff commented that safety and security directly through the School District website should be administered if kids were able to make up snow days from home.
- Rod Sankey/City of Worthington – The Heron Lake Watershed District is welcoming a new manager. Rod viewed a webinar related to the watersheds and another on Blandin Great River Energy. They are in need of Data Centers so Rod made a point of contact. The Daily Globe showcased the bridge in Chataqua Park that matches one in Crailsheim. Rod would like to see the Art Commission put something extravagant along the highway to bring interest to the Community.
- Gene Metz/Nobles County - County reviewed a list of priorities and picked the top 5 and reviewed the long term capital improvement plan trying to determine areas neglected. Discussed staffing, retirements and getting the immigrant population to become involved in Boards and Committees.
- Tom Johnson/Nobles County – Tom asked if the Townships would be willing to bring the Vision Statement to their meetings for endorsement. The Minnesota broadband vision was created and adopted by over 170 participants in November by Statewide Advocacy Organizations, Government Officials, Educational Institutions, Telecommunications Organizations, Place-based Development Organizations and Units of Government, Regional Development Commissions, Counties, Cities, Utility Companies, Nonprofit Organizations and Community Groups. County Administration will send out the resolution template with the minutes.  
The Nobles Home Initiative sunsets at the end of 2017. Does NEON find value in the program? Over 30 new homes have been built and approximately 3-4 of those have been replacements. The program has not attracted the multi-family dwellings as hoped.  
Discussions are taking place with the FCC as no cell companies have put towers along state lines and residents are without coverage. A dual proposal with Rock County is being submitted.  
An update on the Armory project included a feasibility process and meeting with the individual parties of interest such as the Historical Society and Art Center. The architect will present the findings to the Board and at another public meeting.

Volunteers are still needed to assist in the Feasibility Study Survey. Please contact the County Administration office to assist with this critical piece of the project.

The meeting adjourned.

#### Next Meeting:

March 17, 2016 5:30 – 7:00 pm  
BioTechnology Advancement Center  
1527 Prairie Drive, Worthington, MN 56187

## CAL Committee Meeting Minutes

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Date: February 16, 2016

Time: 10:00 am

Place: CAL Meeting Room

Present: Andy Johnson, Carole Wiese, Jeff McNickle, Mike Harmon, Pat Henderschiedt, Simon Koster, Twila Henning, Kris Hohensee

Absent: Jerry Perkins, Julie Haas, Leon Betz, Marie Hoffmann

Meeting was called to order by Jeff McNickle. Motion by Simon and seconded by Twila to approve January minutes as written. Motion passed. Pat asked about the Early Risers request for facility use. It was indicated this would be discussed later.

Membership policies for renewals and new member marketing. Proposed options for renewal: Option 1 included a second mailed reminder of renewal. Kris indicated that the second mailing has not been effective. Option 2 does not include a second mailing but moves directly to a member call 2 weeks after renewal letter is sent. Discussion included ideas to retain members and recruit new members included use of e-mail, Membership Appreciation, emphasize programs are open to all with discounted rates for members.

Motion by Pat second by Carol to accept Option 2 with change to phone call 3 weeks after the renewal letter is sent and add that the Advisory Committee Member will attempt to update the member information including the email address when the call is made. Motion passed.

The adopted policy will read:

**Step 1:** Initial letter for membership renewal is sent out the beginning of the month with an asking date of 3 weeks to return the form with payment.

**Step 2:** A follow-up phone call by one of the Advisory Committee members is made to the person to see if they are going to renew their membership and if not try to find out why. Check during call to see what they like and do not like about the center or would like to see changed. What could be changed so they would re-join the center? During the call the Advisory Committee member will request an update to contact information including the e-mail. Members will be assured that the list will only be used for CAL purposes. Participation in calling by Advisory Committee Members will be optional.

Group Membership policy was reviewed. Current policy reads:

**Group Membership:** *a group can purchase a membership that will entitle them to 2 hours per month use of the facility to host a meeting or gathering of sorts, during regular business hours. Prices vary according to size of the group:*

*1-10 members—\$60*

*11-20 members—\$90*

*21-35 members—\$120*



Motion by Simon second by Pat to complete the definition and send it back to the committee for review with committee action to be taken next meeting. Motion passed.

Proposed definition of group will read.

Group membership will be available to organized groups that meet the mission of the CAL and entitle them to host a meeting or program with dates and times to be coordinated with the CAL director. Fees will be based on scheduled use.

Example:

*Once per month use:*

*1-10 members—\$60*

*11-20 members—\$90*

*21-35 members—\$120*

#### Old Business

- Kris reviewed the list of upcoming programs for the year. She indicated there has been an increase in attendees of both the Sit & Stich group and the Yoga class.
- Early Risers Kiwanis - They have not responded to Kris's proposal for use.
- Dungeons and dragons gaming group request for use of facility was denied based on not meeting the CAL membership mission.

#### Topics for next month

- Definition of Group Membership
- Committee function and responsibilities
- Operating Guidelines and Bylaws

Next meeting March 14<sup>th</sup>, 2016 @ 10:00am.

Motion by Pat, second by Carol to adjourn meeting, motion approved – Meeting adjourned.

Respectfully Submitted

Twila L Henning



Planning Commission Minutes  
March 8, 2016  
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**Planning Commission/Board of Appeals Minutes  
March 8, 2016**

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, Chad Nixon, Amy Woitalewicz

Members Absent: None

Staff Present: Brad Chapulis, Director of Comm/Econ. Dev.; Angela Thiner, Secretary

**Approval of Minutes**

Ken Moser made a motion to approve the minutes of the February 8, 2016 meeting. The motion was seconded by Diane Graber and passed unanimously.

**Planning Commission Business**

**Public Hearing and Recommendation to City Council**

**Preliminary Plat - Davis Addition**

Larry Davis has submitted a preliminary plat for a 6 lot residential subdivision located on Darling Drive, east of Burlington Avenue, to be known as Davis Addition. Mr. Davis is in the process of purchasing this tract of land from American Reformed Church. The proposed 6 lots will range in size from 10,800 to 12,390 square feet. The lots abut public streets as well as city water mains and sanitary sewer mains. The developer is responsible for the sewer and water services to each lot and must be installed prior to submitting the final plat or a financial security must be deposited with the City. After discussion with staff regarding lot coverage, Chad Nixon opened the public hearing. With no one in attendance from the public Kelly Meyer motioned to close public hearing. Amy Woitalewicz seconded the motion and it passed unanimously.

Ken Moser made a motion to recommend approval of the preliminary plat with the following conditions:

1. The applicant finalize the acquisition of the subject property prior to submitting the final plat.
2. The plat be revised to include a 10' easement along the west property line of all 6 lots; and an 8' easement along the north property line of Lot 4, Block 1.

The motion was seconded by Diane Graber and passed unanimously.

Planning Commission Minutes  
March 8, 2016  
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### **Other Business**

#### **Design Standards**

Staff notified Commission members that we hold a membership with the American Planning Association. Along with that membership, staff has access to a resource library of planning related materials including design standards. Brad will send out the info he has received on design standards for discussion at a later meeting date.

#### **Annexation Petition**

Al Drost has petitioned for annexation of a property he currently owns. By law the City has to provide 30 day notice of a public hearing. Staff wanted to bring the petition to the Planning Commission's attention as there have been a couple of neighboring property owners who have approached a commissioner to discuss the potential annexation. Staff indicated that the public hearing is scheduled for April 5<sup>th</sup>.

#### **GL Development MN, LLC**

The Planning Commission approved a variance for GL Development MN, LLC to erect a sign that would include an electronic message board with some restrictions. After additional discussion with the sign company, Staff was informed that the default settings exceeded the nits level the board established. Keeping in the spirit of the Board's approval, Staff will observe the sign at its default setting and determine if adjustments to the approval are necessary. Staff will keep the Board updated.

#### **Roof Sign Definition**

Staff is looking for affirmation that the Commission agrees with staff's interpretation of the definition of roof signs which is "a sign erected on a roof that projects past the highest point on the roof line." Currently the sign ordinance does not allow roof signs nor is there a definition of what a roof sign is. Brad noted that in the future an amendment would need to be made to the sign ordinance to include the definition of roof signs. The Planning Commission concurred with staff's interpretation of the definition of roof sign and agreed to discuss amending the sign ordinance at a future date.

#### **Recognition of Outgoing Members**

Ethan Bates resigned from the Planning Commission on 3/1/2016.

Chad Nixon and Kelly Meyer have fulfilled 2 terms for the Planning Commission. Brad Chapulis thanked them for their years of service.

#### **Next Meeting**

The next Planning Commission meeting will be held on Tuesday, April 5, 2016 at 7:00 p.m. in City Hall Council Chambers.

#### **Adjournment**

As there was no further business before the Planning Commission, Ken Meyer made a motion to adjourn the meeting at 7:35 p.m. The motion was seconded by Kelly Meyer and passed unanimously.

## **ADMINISTRATIVE SERVICES MEMO**

**DATE: MARCH 10, 2016**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### **CONSENT AGENDA CASE ITEMS**

#### **1. COUNCIL COMMITTEE APPOINTMENT ADDITION**

At their Annual City Council meeting held January 11, 2016, Council approved the Council Committee assignments as presented. As part of those appointments, Council Members Harmon and Nelson were appointed to serve on the Economic Development Revolving Loan Fund Committee. However, the By-Laws of that committee state the membership shall include two Council Members and the Mayor.

Council action is requested to approve the change in the Council Committee Assignments to reflect that Mayor Kuhle shall serve on the Economic Development Revolving Loan Fund Committee.

### **CASE ITEMS**

#### **1. SPONSORSHIP OF 2016 WINDSURFING REGATTA AND MUSIC FESTIVAL**

The Worthington Okabena Windsurfers are requesting the City to be a "First Mate" sponsor (\$1,000.00) of its 2016 Windsurfing Regatta and Music Festival on June 10th, 11th and 12th. The City sponsored at this level in 2014 and 2015. Prior to that, the City's sponsor contribution was \$500.00.

Historically, funds utilized for this sponsorship came from the General Government Fund.

Council action is requested.

#### **2. SPONSORSHIP OF 2016 BIOSCIENCE CONFERENCE**

Worthington Regional Economic Development Corporation is requesting the City to be a Gold Level sponsor (\$2,500.00) of its 2016 Bioscience Conference scheduled for April 7th and 8th. Sponsorship includes admission for six people. The City was a Gold Level sponsor in 2015. Prior to that, the City's sponsor contribution was \$1,500.00.

Historically, funds utilized for this sponsorship came directly from monies collected from the EDA levy. However, in 2015 and again this year, the City Council has allocated the entire EDA levy to WREDC without reserving any amount of the levy for additional economic development activities. It is Staff's intent to discuss the sponsorship during the regular budget process for future funding.

Should Council wish to sponsor the event, Staff would encourage the use of carry forward funds from previous EDA levies. Council is requested to determine if it would like to sponsor the event and at what level.

Council action is requested.

### 3. **CRAILSHEIM BRIDGE SCULPTURE FINAL PRESENTATION**

The Worthington Public Arts Commission publicly announced the Crailsheim Bridge Sculpture project to the Council on February 8, 2016. The Commission's Policies and Procedures mandates a Period for Public Review and 30 day comment period. Tonight marks the final presentation and Council is asked to consider approval to proceed.

As noted earlier, former Crailsheim/Worthington exchange student, Axel Huss, commissioned a sculpture to honor and commemorate the sister city relationship between Crailsheim and Worthington. The sculpture represents one half of a bridge between the two cities. City Council directed the Worthington Public Arts Commission to work with Worthington Crailsheim International Inc. (WCII) to collaborate and organize the efforts.

WCII and the Public Arts Commission are proposing placing the sculpture in Chautauqua Park. The Park Advisory Board met on February 1, 2016 to review the proposed art work and its location within the park. The Park Advisory Board has endorsed the project.

The total cost for the project is \$28,500.00. A grant for \$20,000.00 has been awarded by the Minnesota Arts and Legacy Fund. Grant officials have confirmed that, regardless of whether the project cost is \$28,500, or the estimated \$10,500 for only the "Bridge" portion, the City is responsible for the first \$9,500. A committee will be established for fundraising any remaining amounts, but the City will serve as the fiscal agent.

*Exhibit 1* includes a comment summary letter from the Public Arts Commission and their responses to the comments, the comments received, a letter of support from Worthington International, Inc., a photo of the project as it was completed in Crailsheim, Germany, an artist rendition and drawings of the proposed Worthington project, and a quote for the project cost.

Council is asked to consider approval of the Crailsheim Bridge Sculpture Project, including the scope and location of the project.

4. **HIGH SCHOOL GOLF TEAM USE OF PRAIRIE VIEW DRIVING RANGE**

City staff was approached by the coaching staff of the Worthington High School Golf Team seeking permission to use the driving range and practice green (for chipping practice) at Prairie View in the event a second facility is needed. The team's need for two practice facilities has not yet been confirmed as the exact number of participants is unknown at this time. Practice is scheduled to begin on or about March 20 and would continue for six to eight weeks. City staff would perform minimum work to accommodate the team and maintenance would be limited to mowing of the hitting area and occasional mowing of the range. Staff would not keep the practice green in putting condition. The clubhouse facility would not be accessible. The City will provide range balls and a cart and ball picker. Prairie View will remain closed to all other persons and golf activities. The school district has offered to pay the City \$500.00 for the season (or a prorated amount) to cover our expenses.

Council action is requested.

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

The Nominating Committee met on March 4<sup>th</sup> and are making the following recommendations for Committee appointments/reappointments:

Planning Commission -

Appoint Thi Sinavone to replace Chad Nixon for a three year term, term to expire March 31, 2019. Mr. Nixon's term expires March 31, 2016 and he is not eligible to serve another term.

\* Appoint Ryan Weber to replace Kelly Meyer for a three year term, term to expire March 31, 2019. Mr. Meyer's term expires March 31, 2016 and he is not eligible to serve another term.

Appoint Amy Ernst to replace Ethan Bates, who resigned and will not serve a second term - term to expire March 31, 2019

Public Arts Commission -

Appoint Brenda Hurlbut to fill the unexpired

term of Soom Chandaswang, term to expire October 31, 2017. Ms Chandaswang resigned her term.

Appoint Pamela Lowry to fill the unexpired term of Alice Hoffman, term to expire October 31, 2018. Ms. Hoffman resigned her term.

Water and Light Commission -

\*Appoint Lyle Ten Haken to replace Randy Thompson for a three year term, term to expire March 31, 2019. Mr. Thompson is not eligible to serve another term.

\*It should be noted that in the case of Ryan Weber and Lyle Ten Haken, Mr. Weber is currently serving a term on the Economic Development Revolving Loan Fund, and Mr. Ten Haken currently serves on the HRA Board, neither of which term will expire at the time of the new appointments. Past practice of the City has been that no person shall serve on more than one committee at the same time to avoid potential conflicts. The City Attorney has been consulted and indicated that, while it may be an unwritten policy, there is nothing in the City Charter or the City Code to prevent someone from serving on more than one committee at the same time. Council will need to determine they if will allow Mr. Weber and Mr. Ten Haken to serve on two committees, or if they should resign their current committees.

If Council determines Mr. Weber and Mr. Ten Haken should resign, new committee members will be brought forward for appointment to replace them.

**INFORMATIONAL**

**6. COMMUNITY GARDEN PROJECT - NOBLES COUNTY**

Cecilia Bofah, Statewide Health Improvement Program (SHIP), Nobles County Community Services-Public Health Department, will be in attendance to provide Council an update on the County's efforts to create/implement a community garden program on a tax forfeited property in Worthington.

March 8, 2016

Steve Robinson,  
City Administrator  
City of Worthington  
303 9<sup>th</sup> Street  
Worthington, MN 56187

Dear Steve Robinson,

In response to the public comment review period, we have summarized the comments that were shared through your office and compiled them with our response. Please share our findings and summary with the council.

The main two concerns raised deal with location and overall bridge design. There were several people who commented that they would prefer to see the sculpture placed at Sailboard Beach, where it would be "in a more visible location". A couple comments suggested we take the "Tinker Toy" sculpture down and place the bridge structure in that location instead. Erected in 2007, this sculpture titled "Wind Dancer" was also created with a SMAC grant. One comment heard was that the 'Wind Dancer' had "no significant connection to Worthington." For public record, it was created for Sailboard Beach with the theme of windsurfing/music in mind and created specifically to fit this location.

Another point the commission hopes citizens can understand is that our public art objectives do not favor taking down one public art piece to display another, unless it's in disrepair. Our goals are to add to the City collection of public art, just as we had planned with this sculpture adding the new location of Chautauqua Park. We currently do not have any public art work here. The WPAC feels this location is still the best option.

Several comments against the Sailboard Beach location were also received by various people. The Regatta Board of Directors and other local citizens shared their concerns about size and conflicts with this space use. Please refer to attached comments. For the record, the commission tends to agree with these latter concerns. Even though we agree the location is more open and in close proximity to downtown, the space is too small. We also care about all other organizations involved and do not want to upset one of the wonderful city festivals held there annually for 16 years.

A comment regarding Chautauqua Park stated it was not viable location as it is "not well traveled by locals", we feel isn't entirely true. When researching and planning for this location, we looked at Lake Okabena as an asset for the public art piece. We see this location having dual access via the lake and road, not to mention walking paths throughout the park that are all easily accessible. Many visitors use the lake for boating, windsurfing, and fishing. If boaters wish, they can stop at the dock and visit the location that they usually just pass by. People may not also realize the sculpture was designed to be illuminated at night with LED lights focusing on the city names, and also will be projected onto the sculptural form. The lighting will make it more visible from any direction.

Other main reasons for selecting this park is that all the other Crailsheim connections are already located there. This includes: Crailsheim signage, a tar road named after their city, local picnics/meetings are held there, both city bands play together at the band shell, and the list goes on. It seems strange that we can have all the foundations of our sister city relationship placed here at this park, but a plan for a permanent sculpture commemorating this historical connection is viewed by some as not an appropriate space.

The other public comments received were asking that we reconsider the Bridge design as awarded in the SMAC grant. They had suggested to keep the bridge form specific to the one in Crailsheim. For the record, the Bridge design is to the exact specifications and taken from the plans given to us from Axel Huss. He was also at a meeting with us in August where these exact plans were shared in visual form, discussed, and verbally accepted by him.

We have had a few comments that suggested eliminating the “compass design” as well. We have concerns here, as these changes may not only jeopardize the grant awarded for this specific Arts and Legacy Project but also eliminates the plan for donations sought to help with additional funding for this project. We have the difficult task of helping to seek funding for our public art projects, approved with the help of our community partners. We hope citizens can understand this structure was not just added as an “extra”, the intent was to have the designer create something to fit more aesthetically into the selected park location. It also added a wall designated for both cities. This is to display plaques with exchange student names and other donors to be recognized with the goal to help fund the project. This fundraising is important since the commission does not have a budget.

The underlying message in most comments were they would like to see it in a more visible location, we can understand that. We would like people to pause and think more long term. This is a huge step and truly an honor for Worthington and Crailsheim. Our hopes are that this will remain part of our city for many years to come. We all need to ask ourselves, what is the purpose of Public Art? Do we want people to simply drive by it out of convenience just to see it, or do we want people to visit the location and the art work created for public enjoyment. We want them to emerge themselves in a special place for a moment in time. They can read about the History of the Sister City Relationship, see how far back it goes throughout the history of Worthington and get the chance to meet some of the students on the wall of honor, who have shared in the experiences of an exemplary student exchange program!

The PAC would like to thank all who took the time to assist with public comments. We appreciate the passion many shared. Gail Holinka.

Sincerely,



Gail Holinka, Chairman  
Public Arts Commission

Kathy Craun, Secretary

Diane Graber, Council Member Representative



**From:** Joshua Miller  
**Sent:** Wednesday, March 09, 2016 9:42 AM  
**To:** COUNCIL MEMBERS  
**Subject:** Crailsheim Monument

Good morning!

Sailboard beach is NOT the place for this to be displayed. I have served for the last 5 years on the Windsurfing Regatta and Music Festival board and this would hurt our potential to keep growing. It would limit our entertainment and area to have people come and enjoy this great festival. I don't have the answer to where it should be located but urge you to consider a place where it will not hurt a growing festival that brings people to town.

Thank you for your time and have a great day!

**Josh Miller**

*Agent/Vice President*

**UNITED PRAIRIE INSURANCE AGENCY**

905 McMillan Street, PO Box 776, Worthington, MN 56187-0776  
507.215.3988 Cell

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I am concerned if the Crailsheim Bridge Monument went to Sail Board Beach. The usable space for the Festival would be compromised and we would need to be moved to another location. The Festival pretty much uses the whole grounds. I understand the pad for this is about 40' x 70'.

On behalf of the 17<sup>th</sup> annual Windsurfing Regatta and Music Festival Board of Directors.

Sincerely,  
Ken Moser President

---

Please pass on our support to place the sculpture in Chautauqua Park as recommended by committee. We already recognize our relationship with Crailsheim within this park. Both Sandy and I feel some of the comments for Sailboard Beach are misplaced with something that takes a 40 x 70 area. Sailboard Beach is too small and narrow for such a structure.

***Ronald A. Wood, PhD***

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Enclosed is an opinion that I'd like to share showing support for the group that is in charge of finding a resting spot for this Bridge sculpture. Plenty'O thanks for making sure it gets to the right people. Sincerely Bill Keitel

In recent days a clever attempt has been put forth by a few people to push forward their opinion. They did this by using the "Remembering Worthington" Facebook Page to muscle their own influence on a duly elected group that has been put in charge of finding a resting spot for the Half Bridge Sculpture.

I suspect this group is well meaning, though most outside this community have little regard or understanding of the scope of this project, the design of the sculpture and the fore thought that has gone into this project.

I value the elected committee and their opinion. It should hold significant & meaningful weight as they we're the ones wrestling with this charge by the city council.

To usurp their opinion would set a precedent by not listening to those you have asked to do good and meaningful work on behalf of the city.

Sincerely,  
Bill Keitel

---

**From:** Mark Ludes

**Sent:** Wednesday, March 09, 2016 1:21 PM

**To:** COUNCIL MEMBERS

**Subject:** bridge

Dear Council Members:

The bridge support looks great, especially as a mirror to its other half in Germany. I don't much care for all the surrounding 'compass'. The bridge could go in any park, including Sailboard Beach. As a board member for the Regatta, for obvious reasons I have especially significant misgivings if the bridge AND compass were placed on Sailboard Beach.

Thank you for seeking and hearing my input.

Respectfully, Mark Ludes

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John Nordell stopped in City Hall this morning to submit his opinion on the sculpture.

John is not in favor of the landscape compass point element. John prefers the Chautauqua Park location.

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I received a call from Bruce and Bev Kness advocating for placing the sculpture at Sailboard Beach rather than Chautauqua Park.

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We received a call from Gary Hoffman noting his preference to place the sculpture at Sailboard Beach

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Members of the Public Arts Commission met with Bob Demuth, Sr. to receive input. Mr. Demuth stated that he did not believe Chautauqua Park was a visible location. When he and Mrs. Demuth traveled they stopped at several interesting sites located on main throughfares. Visitors to Worthington may drive around the lake but not through specific parks. Therefore the Crailsheim Bridge would not draw out-of-town attention. His preference would be Sailboard Beach which is a visible location close to down town, City Hall, and lake activities.

On another matter, Mr. Demuth drew attention to the World Brotherhood Award presented to Worthington in 1958 for the communities activity specifically related to Crailsheim. The award was the first of its kind and given to two cities one over 100,000 and one under 100,000. Rochester, New York, was the other recipient. The plaque has been located at the Nobles County Historical Society. Wordage from the plaque and accompanying documents may be used as signage for the Bridge Sculpture.

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Tom Ahlberg

Questions/Comments: I think the sculpture of the bridge to Crailsheim will be a great addition to the city landscape. However, I think a more appropriate placement would be along the lake in Sailboard Beach area not tucked away in Chautauqua Park.

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To whom it may concern:

My personal opinion on the Crailsheim "bridge" sculpture is that I would like to see it in another location other than Chataqua Park. I feel visibility would be much greater should it be put in a place such as sailboard beach, or some other higher traffic area. This is such a big part of our city's history, and it needs to be seen by EVERYONE.

I have no qualms about removing the compass portion of the sculpture to do so if that's what needs to be done. I think what the arts commission and Arkhi-tek have designed is a beautiful work, however it doesn't reflect what would or should be our half of the bridge. Crailsheim's is simple. Ours should be the exact other half of that. I don't recall ever seeing any bridge that was different from one end to the other.

Our business has pledged to donate \$2500 to this project. From cost analysis given prior, that would be approximately ¼ of the total cost of the structure before the compass was added. I may be inclined to donate more should the project require more funding, however I think other people should be willing to get behind this as well.

In any case. Location change, compass or no compass, this needs to be standing and unveiled in August when the Crailsheim delegation visits.

Thank you all for your concern.

Jason Johnson  
Tri State Truck Wash of Worthington, Inc.  
Worthington, MN

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Mr. Robinson,

Il sheik

The purpose of this email is a offer public comment to the sculpture planned to honor of long time relationship with Crailsheim. I support the plan and have personally promised Axel Huss that we would build it. As we talked it was clear that he need not want to push for a certain location, but he seemed to agree with my thought that it should be located at Sailboard Beach because of its proximity to downtown and its unobstructed view.

I suggest a removal of the Tinkertoy sculpture currently in place and use the site for the new "bridge" section. It is most likely the park that the majority of Worthington residents pass most often. Chautauqua Park, while the street is named Crailsheim, is not well traveled by locals except for warm summer evenings. Why place what should become a prominent part of our City's past and as well as our future on the back side of a park access road ?

I also would like to request it be built by a local tradesman, McCuen Welding not someone from Jackson or Windom. I suggested that earlier and was shot down. I even offered to build a scale size replica and was told "we don't need it". It is not a difficult design for someone with a large plasma cutter and welder.

I appreciate the efforts of the Arts Commission to secure the grant but, more importantly hope to see the structure built to commemorate our two cities long standing friendships, with every effort to promote the bridge more so than the compass design.

Lastly, when the arts commission gave their report about the group involved in the study, etc of the project they mentioned the involvement of mayors, former and current, I was never asked for an opinion, even though I was mayor that the time of the Crailsheim dedication and was the mayor who promised publicly to see it built it in Worthington.

Please, staff and council, do not bow to pressure to build it in Chautauqua and put it at Sailboard Beach Park so all citizens will see it. The current abstract art form located there can be relocated or permanently removed, it has no great historical interest to Worthington.

Former mayor,

Alan Oberloh



# Worthington Crailsheim International, Inc.

P.O. Box 742  
WORTHINGTON, MN 56187

---

February 8, 2016

City of Worthington  
303 9<sup>th</sup> Street  
Worthington, MN 56187

Dear Worthington City Council Members:

The Worthington Crailsheim International Committee was organized in 1947 for the purpose of overseeing student exchanges between Worthington and our sister city, Crailsheim, Germany.

The Crailsheim Bridge Project came as a challenge from Axel Huss, a former Crailsheim exchange student, and the City of Crailsheim. We felt that the visual art of the sculpture would be a perfect opportunity to educate the citizens of the Worthington community and improve awareness of the sister city relationship.

We met with the Worthington Public Arts Commission to discuss the design of the sculpture and where it should be located. The resulting design and park location recommendations were presented to and approved by the Commission.

Our committee voted to become a community partner for Crailsheim Bridge Project.

On behalf of the Worthington Crailsheim International Committee,

*Janice Berger*

Janice Berger  
President, WCII



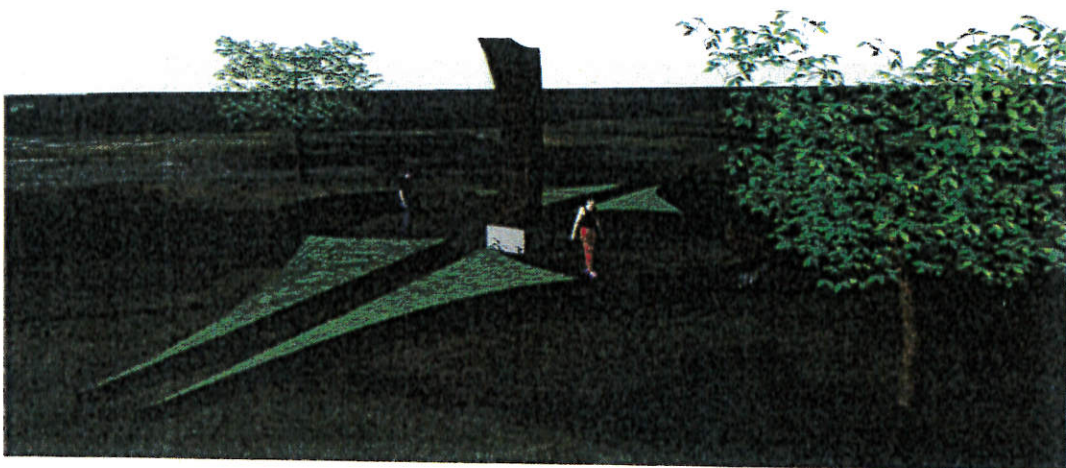
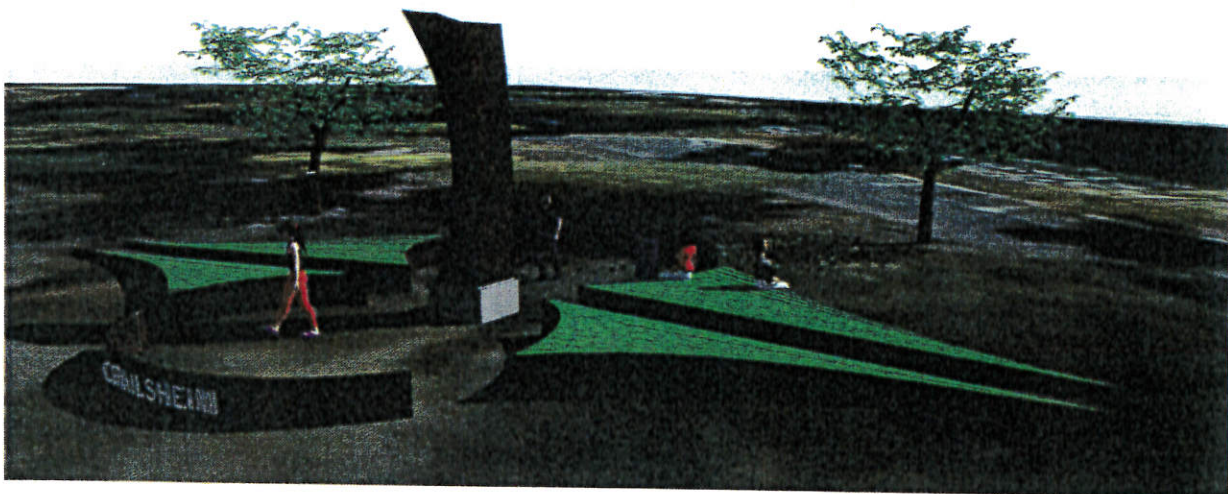


Exhibit 11



# CRAILSHEIM BRIDGE

WORTHINGTON, MN



ARKHITEK LLC

507.822.3014

325 19TH STREET

WINDOM, MN 56101

WWW.FACEBOOK.COM/ARKHITEKDESIGN

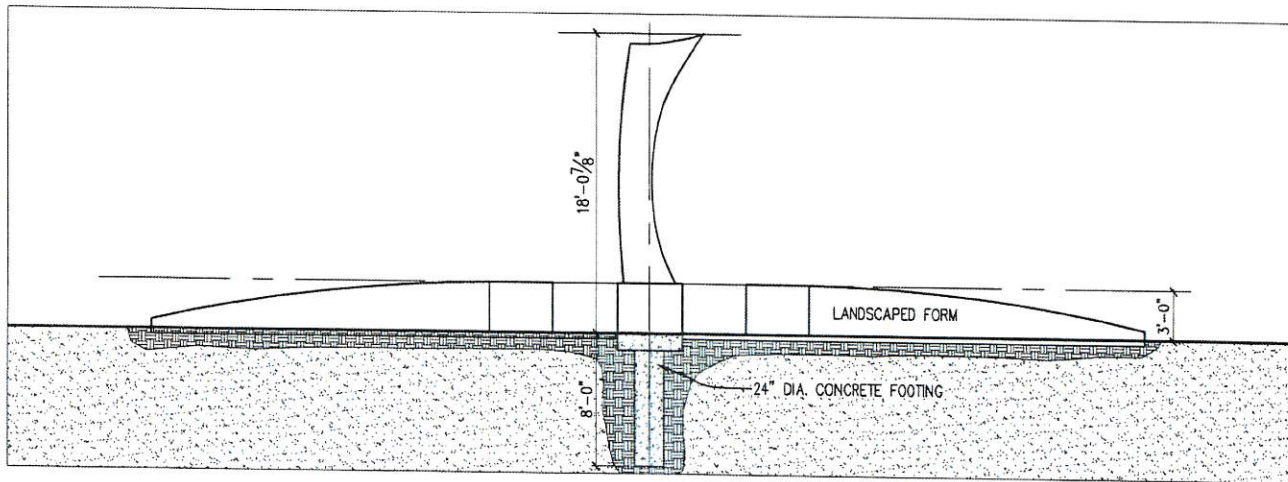
B. COLE HAUGEN

OWNER / DESIGNER

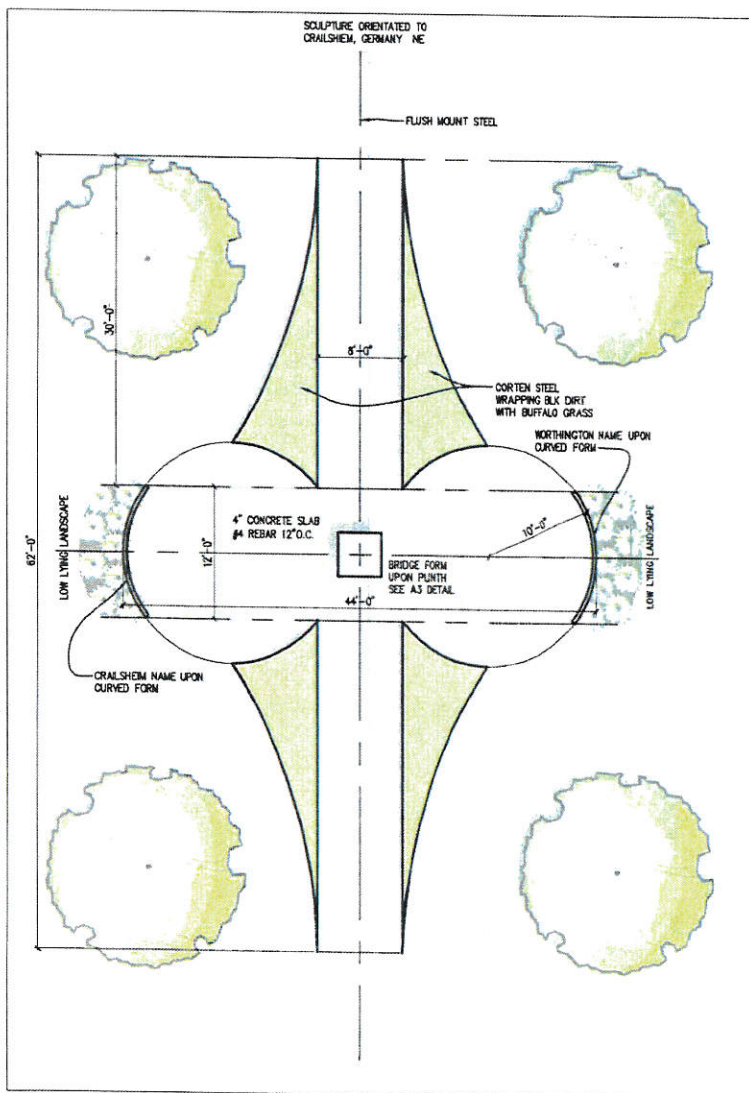


# CRAILSHEIM BRIDGE

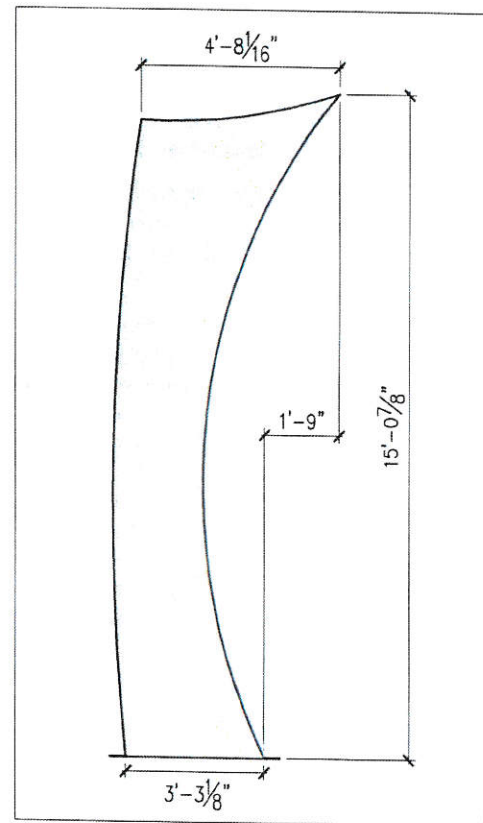
WORTHINGTON, MN



3 SECTION  
SCALE: 1/4" = 1'-0"



2 PART BREAKDOWN  
SCALE: 1/4" = 1'-0"



1 PART BREAKDOWN  
SCALE: 1/4" = 1'-0"



ARKHITEK LLC

507.822.3014

323 19TH STREET

WINDOM, MN 56101

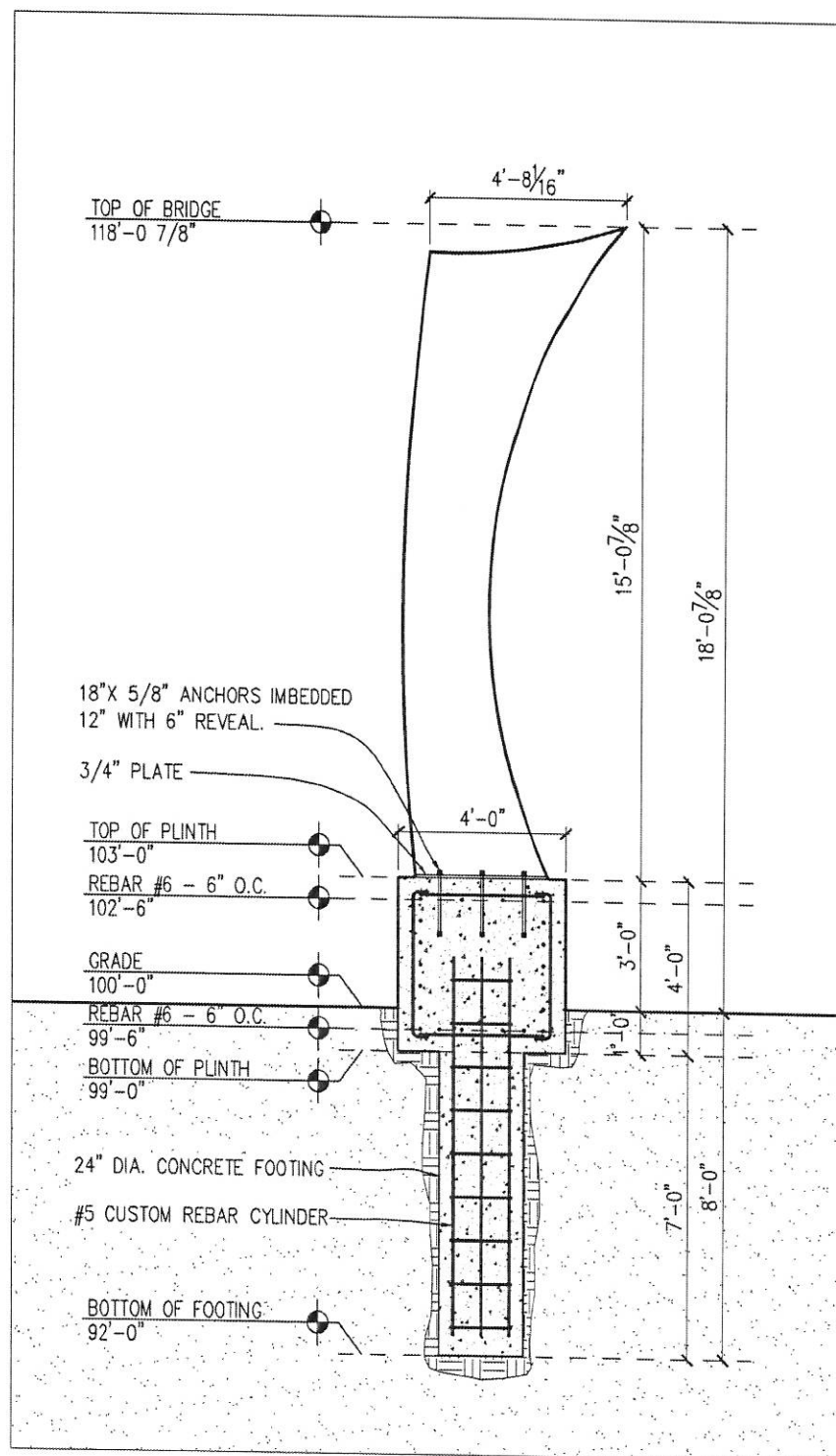
WWW.FACEBOOK.COM/ARKHITEKDESIGN

B. COLE HAUGEN

OWNER / DESIGNER

# CRAILSHEIM BRIDGE

WORTHINGTON, MN



1 BRIDGE WITH FOOTING SECTION  
SCALE: 1/4" = 1'-0"



ARKHITEK LLC

507.822.3014

325 19TH STREET

WINDOM, MN 56101

WWW.FACEBOOK.COM/ARKHITEKDESIGN

B. COLE HAUGEN  
OWNER / DESIGNER



507] 822.3014



arkhitek.ind@gmail.com



325 19<sup>th</sup> Street  
Windsor, MN 56101



# QUOTE

Quote Date:  
**2.2.16**

Payment Due:

Quote Number:  
**004**

Item Description	Unit Price	Completion DATE	Total
<b><u>PHASE 1</u></b>			
<b>Crailsheim BRIDGE Sculpture</b>	\$9,000.00	MAR. 15-31	
EXACT REPLICA - 1/4" Corten Steel			\$10,500.00
4'x4'x3' Concrete Plinth with 8' Footing	\$1,500.00	APR. 1-3	
<b><u>PHASE 2</u></b>			
<b>Compass Sculptural Form</b>	\$6,000.00	APR. 8-30	
1/4" Corten Steel Wrapping Sod Soil			\$7,500.00
Internal sod landscaping.	\$1,500.00	MAY 1-15	
<b><u>PHASE 3</u></b>			
<b>Concrete Path/Landscape</b>		MAY 15-31	
Price Reflects arkhitek LLC	\$9,000.00		\$9,000.00
Landscaping along Curves included.		MAY 27-29	
<b><u>PHASE 4</u></b>			
<b>Lighting Electrical From Existing Light Post</b>			
Price Reflects Worthington Electrical	\$1,500.00	Month of May	\$1,500.00
Solar Lighting as a possibly within this price.		Determined on Contractors schedule	

\*Month of JUNE – Bonus Dates if Weather affected\*

## Terms and Conditions:

Customer shall pay fifty percent (50%) upon contract signing.  
Remaining fifty percent (50%) will be required within thirty (30) days  
of completion and/or invoice date.

Failure to deliver payment may suspend products shipment or delivery of  
any additional products until such payments are made. Past due invoices shall  
bear interest at the rate of one and one-half percent per month, but not in  
excess of the maximum lawful rate, until paid in full.

**\*\*\*PROJECT COMPLETION: JUNE 26, 2016\*\*\***

**Total: \$28,500.00**

Brady Haugen  
Designer

Visit us at: [www.arkhitek.design](http://www.arkhitek.design)

Like us at: [www.facebook.com/arkhitekdesign](https://www.facebook.com/arkhitekdesign)

## PUBLIC SAFETY MEMO

**DATE:** MARCH 10, 2016

**TO:** HONORABLE MAYOR AND CITY COUNCIL

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

## CASE ITEM

**1. FIRE AGREEMENT**

*Exhibit 1* is a Fire Agreement negotiated between Worthington Township and the City of Worthington. The three-year agreement includes annual rates negotiated through December 31, 2018. Council action is requested to approve the agreement and authorize the Mayor and Clerk's signatures.

Proposed Motion: Approval of proposed fire agreement

**2. CONSIDERATION OF UPDATED POSITION GUIDELINES**

With anticipated assignment changes to occur in the near future, the position guidelines for the Worthington Police Department Detective positions were reviewed and updated. The three, special assignment, detective positions are of the same pay grade and include Detective, Drug and General Investigator, and School Resource Officer. Assignment details, job requirements and other minor details were added, removed, or adjusted within the position guidelines for clarification and consistency.

*Exhibit 2* is a redline copy of the Detective Position Guidelines

*Exhibit 3* is a redline copy of the Drug and General Investigator Position Guidelines

*Exhibit 4* is a redline copy of the School Resource Officer Position Guidelines

Staff recommends approval of the updated Position Guidelines.

Proposed Motion: Approve the updates and new Position Guidelines for Detective, Drug and General Investigator, and School Resource Officer.



## AGREEMENT

This Agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between the City of Worthington, a municipal corporation under the laws of the State of Minnesota, hereinafter called the City, and Worthington Township a corporation under the laws of the State of Minnesota, hereinafter called Township.

WITNESSETH:

WHEREAS, Worthington Township is legally described as Sections 1 through 36, both inclusive, Township 102 North, Range 39 West of the 5<sup>th</sup> Principal Meridian, Nobles County, Minnesota, and desires fire protection for entire township.

NOW, THEREFORE, For and in consideration of the sums hereinafter mentioned the parties hereto agree as follows:

1. The City by its fire department shall answer proper calls for the services of firefighting equipment and shall fight all fires as reported within boundaries and limits of the territory of each township section as contracted and shall provide housing, repairs and maintenance for the firefighting equipment and shall pay the cost of operation on said equipment.
2. That neither the City or the Township or their respective officers, agents, employees, or citizens shall be liable to any other parties hereto, or its officers, agents, employees, or citizens for any damages, claims actions, causes of action, costs, or expense of litigation, which might arise out of any personal injuries or property damage or other damage claim, caused or arising by reason of the execution or carrying out of this agreement or by reason of the fighting or failure to fight any fires as above required, or by reason of the travel to or from the scene of any fire.
3. The term of this agreement shall be for three years commencing January 1, 2016, and ending December 31, 2018. The Township may at its option cancel its participation in this contract at the end of any calendar year by giving written notice to the City on or before the 1<sup>st</sup> day of December immediately preceding the date of such cancellation.
4. The annual rates for fire protection for Worthington Township are as follows:  
  
2016: \$11,137  
2017: \$11,471  
2018: \$11,815

The payments shall be made in equal semiannual installments payable to the City on or before July 1, and December 1.

Agreement  
Page 2

5. Worthington Township agrees to pay to \$1,000 per fire call to the City for all fire calls in excess of two calls per calendar year of this agreement.

Signed by the parties hereto on the day and year first above written.

In the Presence of:

CITY OF WORTHINGTON

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_ Clerk

In the Presence of:

TOWNSHIP OF WORTHINGTON

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_ Clerk

## CITY OF WORTHINGTON

### POSITION GUIDELINES

**JOB TITLE:** Detective

**CLASSIFICATION:** Nonexempt

**DIVISION:** Public Safety

**DATE APPROVED:** ~~5-9-88~~ (TBD)

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#### **SUMMARY**

Responsible ~~Performs general responsibility~~ for the detective work ~~of for~~ the department, conducts general investigations ~~assists in the investigation of other areas~~, and other police duties as assigned.

#### **ASSIGNMENT DETAILS**

1. The assignment duration is at the discretion of the Chief of Police based on ongoing successful performance of the officer. This is a temporary assignment and not a permanent position.
2. This position is a special assignment with an increase in pay. This is not considered a promotion.

#### **ACCOUNTABILITIES**

Reports to: ~~Police Chief~~ Detective Sergeant

Supervises: Generally has no supervisory responsibilities

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Keeps abreast of laws and their changes, and performs detective work for the department as assigned.
2. Assists regular officers in the investigation and preparation of cases as requested day or night.
3. Responsible for all administrative reports and records pertaining to the area of responsibility.
4. Works with courts, patrol officers and other agencies as necessary.
5. Attends schools, short courses, seminars and conferences if requested.
6. May be assigned patrol duty as dictated by departmental staffing needs.

7. The foregoing statements describe the principal functions of this position, but shall not be construed as an exclusive listing of all inherent requirements for the position.

### **PERIPHERAL DUTIES**

1. Serves on various employee or other committees as assigned.
2. Attends seminars and workshops related to or relevant to the duties of the position.

### **EQUIPMENT**

1. Motorized vehicles, firearms, personal computers, radio equipment, copy machine, fax machine, calculators, video equipment, audio recording equipment, and telephone.

### **PHYSICAL DEMANDS**

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
3. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



2. While performing the duties of this job, the employee frequently works a 40 hour work week working rotating shifts, occasionally working outdoors sometimes in conditions that may be inclement and at other than normal working hours.
3. The noise level in the work environment is usually moderate.

### **JOB REQUIREMENTS**

1. Minimum Qualifications  
~~Three~~ ~~Five~~ years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.
2. Desirable Education and Experience  
~~Five~~ ~~Eight~~ years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.
3. Certification Required  
Must be licensed by the Minnesota Board of Peace Officers Standards and Training, and must have and maintain a valid State of Minnesota driver's license

## CITY OF WORTHINGTON

## POSITION GUIDELINES

JOB TITLE: Drug and General Investigator

CLASSIFICATION: Nonexempt

DIVISION: Public Safety

DATE APPROVED: 8-11-04(TBD)

**SUMMARY**

Responsible for drugs and general investigations for the department, assists in the investigation of other areas and police duties as assigned.

**ASSIGNMENT DETAILS**

1. The assignment duration is at the discretion of the Chief of Police based on ongoing successful performance of the officer. This is a temporary assignment and not a permanent position.
2. This position is a special assignment with an increase in pay. This is not considered a promotion.

**ACCOUNTABILITES**

Reports to: ~~Police Chief~~ Detective Sergeant

Supervises: Generally has no supervisory responsibility

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Keeps abreast of laws and their changes, and performs drug and general investigation work for the department as assigned.
2. Assists regular officers in the investigation and preparation of cases on a 24 hour basis, as requested.
3. Responsible for all administrative reports and records pertaining to the area of responsibility.
4. Works with courts, patrol officers and other agencies as necessary.
5. Attends schools, short courses, seminars and conferences as necessary.
6. May be assigned patrol duty as dictated by departmental staffing needs.
7. The foregoing statement describes the principal functions of this position, but shall not be construed as an exclusive listing of all inherent requirements for the position.

### **PERIPHERAL DUTIES**

1. Serves on various employee or other committees as assigned.
2. Attends seminars and workshops related to or relevant to the duties of the position.

### **EQUIPMENT**

1. Motorized vehicles, **firearms**, personal computers, radio equipment, copy machine, fax machine, calculators, **video equipment**, **audio recording equipment**, and telephone.

### **PHYSICAL DEMANDS**

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
3. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee frequently works a 40 hour work week working rotating shifts, occasionally working outdoors sometimes in conditions that may be inclement and at other than normal working hours.
3. The noise level in the work environment is usually moderate.

### **JOB REQUIREMENTS**

1. Minimum Qualifications  
~~Three~~ ~~Five~~ years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.
2. Desirable Education and Experience  
~~Five~~ ~~Eight~~ years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.
3. Certification Required  
Must be licensed by the Minnesota Board of Peace Officers Standards and Training, and must have and maintain a valid State of Minnesota driver's license

**CITY OF WORTHINGTON****POSITION GUIDELINES****JOB TITLE: School Resource Officer****CLASSIFICATION: Nonexempt****DIVISION: Public Safety****DATE APPROVED: 04-09-2012 (TBD)**

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**SUMMARY**

Responsible ~~Performs general responsibility~~ for the prevention of juvenile delinquency, by working with the school district, conducts general investigations with a focus on ~~minor infractions of the law and assists in the investigation of~~ juvenile related crimes, and other police duties as assigned.

**ASSIGNMENT DETAILS**

1. The assignment duration is at the discretion of the Chief of Police based on ongoing successful performance of the officer. This is a temporary assignment and not a permanent position.
2. This position is a special assignment with an increase in pay. This is not considered a promotion.

**ACCOUNTABILITIES**

Reports to: Detective Sergeant

Supervises: Generally has no supervisory responsibilities

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Keeps current of juvenile laws and their changes and conducts training sessions for department personnel as assigned.
2. Assists patrol officers in the investigation and preparation of juvenile cases and general investigations as requested by a supervisor.
3. Works as the School Resource Officer and serves as the liaison for Independent School District 518 (ISD 518) by working with administration personnel, counselors, teachers and all other ISD 518 employees.
4. Responsible for all Worthington Police Department reports, ISD 518 reports, and records pertaining to the essential duties and responsibilities of the School Resource Officer.

5. Works with Nobles County Community Services (NCCS) and Nobles County Community Corrections (NCCC) by serving on the Nobles County Child Protection Team, conducting curfew checks, and representing the Worthington Police Department on any other juvenile related matter.
6. Conducts ~~yearly~~ predatory offender registration checks and file updates ~~as assigned~~.
- ~~7. Represents the Worthington Police Department on the Minnesota Internet Crimes Against Children (MNICAC) Task Force.~~
7. Cooperates in youth orientated community affairs as requested or assigned, such as D.A.R.E. Night Out, Night to Unite, International Festival, the Nobles County Fair and King Turkey Day
8. Patrols all school properties, youth centers, parks, athletic events and other areas where youth congregate.
9. Attends ~~DARE Officer certification course and other~~ schools, short courses, seminars and conferences as requested.
10. ~~May be assigned patrol duty as dictated by departmental staffing needs.~~
11. The foregoing statements describe the principal functions of this position, but shall not be construed as an exclusive listing of all inherent requirements for the position.

### **PERIPHERAL DUTIES**

1. Teach D.A.R.E. as coordinated by the Worthington Police Department and ISD 518.
2. Assist ISD 518 with safety measures including lock down drills and K-9 sweeps of school property.
3. Attend the meetings of ISD 518 parent group and when required, counsel pupils and parents on behavior that leads to status offenses, delinquency and criminal activity.
4. Assist with Peer Mediation for ISD 518.
5. ~~Assist with Give a~~ ~~yearly annual~~ bicycle safety presentation in schools along with the ~~yearly annual~~ bicycle licensing and inspection event coordinated with the Kiwanis Club.
6. Conduct court ordered bicycle safety classes coordinated with NCCC as needed.
7. Conduct safety seminars and give presentations to the public.
8. Coordinate the D.A.R.E. participation in public events including the King Turkey Day parade.
9. Participate in community activities as directed by the Chief or Captain.

10. Serves on various employee or other committees as assigned.
11. Attends seminars and workshops related to or relevant to the duties of the position.

### **EQUIPMENT**

1. Motorized vehicles, **firearms**, personal computers, radio equipment, copy machine, fax machine, calculators, **video equipment**, **audio recording equipment**, and telephone.

### **PHYSICAL DEMANDS**

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.
3. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee frequently works a 40 hour work week working rotating shifts, occasionally working outdoors sometimes in conditions that may be inclement and at other than normal working hours.
3. The noise level in the work environment is usually moderate.

### **JOB REQUIREMENTS**

1. Minimum Qualifications  
**Three Five** years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.

2. Desirable Education and Experience

~~Five~~ ~~Eight~~ years of law enforcement work, requires knowledge gained through specialized courses in law enforcement acquired by completing two years of college, vocational or technical school.

3. Certification Required

Must be licensed by the Minnesota Board of Peace Officers Standards and Training and must have and maintain a valid State of Minnesota drivers license.



**PUBLIC WORKS MEMO**

**DATE: MARCH 9, 2016**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

**CONSENT AGENDA CASE ITEMS****1. APPROVE 2016 BEACH NOOK CONTRACT**

The Park and Recreation Advisory Board has endorsed the proposed contract with Patricia Arnt (Lessee) to operate the concession area of the Centennial Beach. Under the terms of the contract, included as ***Exhibit 1***, the Lessee agrees to be open for business every day between Memorial Day and Labor Day weather permitting. The Lessee shall be paid a sum of \$5,000.00 in exchange for maintaining the restroom facilities, the beach area, and the concession area during the term of the lease. If Council approves the contract with Mrs. Arnt it should be contingent on City Staffs receiving the appropriate City Concession Permit and fees, insurance certificate, and damage deposit.

Council is requested to approve the Beach Nook contract as presented, with the contingencies as stated, and authorize the Mayor and City Clerk to sign the agreement.

**2. APPROVE GIRLS SOFTBALL ASSOCIATION AGREEMENT**

The Park and Recreation Advisory Board has discussed and endorsed the 2016 User Agreement between the City of Worthington and the Worthington Girls Softball Association. This agreement, included as ***Exhibit 2***, allows the Worthington Girls Softball Association to have exclusive use of the Centennial Softball fields for games and practices. The Girls Softball Association pays the city a fee of \$35.00 per field to cover the cost of preparing the infields on the days that there are games scheduled. City staff feels that this fee is adequate to cover any cost that should be incurred while preparing these fields.

Council is requested to approve the 2016 Softball Agreement and have the Mayor and City Clerk sign the agreement.

**CASE ITEMS****1. APPROVE AGREEMENT FOR WIRELESS INTERNET AT OLSON PARK**

The Park and Recreation Advisory Board has reviewed and approved a proposal by MVTV Wireless to provide a Wireless Internet Hotspot Service for the Campground in Olson Park. This proposed hotspot would allow the users of Olson Park to receive internet service on their mobile devices.

The agreement, included as ***Exhibit 3***, allows MVTV Wireless to place equipment in Olson Park to provide this hotspot service. All equipment, service and the collection of any fees would be the responsibility of MVTV Wireless. The City of Worthington would only be responsible for providing an electric service to this mobile hotspot. Also Included (***Exhibit 4***) is an example of how the users would log on and also pay for this service. The Olson Park Staff feels that this Wireless Internet Service would be a real benefit to our campground and would quite possibly increase the number of campground users.

Staff is requesting approval of the agreement and authorizing the installation of this Wireless Internet equipment.

## **2. YMCA SUMMER PROGRAM FEES**

The Park and Recreation Advisory Board has reviewed and endorsed the proposed 2016 YMCA summer program fees, included as ***Exhibit 5***. The programs include the YMCA's Fun and Adventure Day Camp and Summer Sports Programs.

Council is requested to approve the YMCA Summer Program Fees as shown in ***Exhibit 5***.

**CITY OF WORTHINGTON – PATRICIA ARNT DBA THE BEACH NOOK**

This Agreement made and entered into by and between the City of Worthington, a municipal corporation hereinafter called the Lessor and Patricia Arnt, an individual residing at 23484 Paul Avenue, Worthington, Minnesota, dba “The Beach Nook” hereinafter called the Lessee.

WITNESSETH, in consideration of mutual covenants and agreements herein contained, the Lessor grants to the Lessee, the concession area in the Centennial Beach Restroom/Concession Building in order to carry out the selling of concessions to the general public, as subject to the following agreements, terms and conditions:

1. CONCESSION SPACE DEFINITION: Said space, located in the Centennial Beach Restroom/Concession Building, shall consist of the center portion of the building designated and designed as the concession area. The concession area shall be a secured area accessed only by the Lessee or the Lessee-s authorized staff. The Director of Public Works and the Park Supervisor will be permitted access to the concession area at reasonable times with reasonable notice for the purposes of inspection and repair.

2. TERM OF LEASE

This Agreement will commence upon execution and shall terminate on September 30, 2016.

3. RENTAL PAYMENT

There shall be no rent paid by Lessee for the use of the concession space, however, in exchange for there being no rent obligation, Lessee agrees to be open for business between Memorial Day and Labor Day. It is the general understanding of the parties that the business will be open every day during that period as weather permits. Lessee may open her business prior to Memorial Day or after Labor Day if she so desires.

4. CONCESSION FEE AND DAMAGE DEPOSIT

Lessee shall pay the required concession permit fee of \$175 which is required in order to sell concessions within a City Park and shall also pay a \$100 damage deposit which shall be returned upon termination of this Lease Agreement provided there is no damage to concession area as a result of the acts of the Lessee.

5. BEACH AND RESTROOM MAINTENANCE

The City of Worthington shall pay to Lessee the sum of Five Thousand and No/100 (\$5,000.00) Dollars in exchange for the Lessee maintaining the restroom facilities, the beach area and the concession area during the term of this Lease Agreement. Such maintenance shall consist of ensuring that the restrooms are clean and sanitary; shall also include the filling of soap and towel dispensers; and shall include the replacement of toilet tissue. Lessee shall also sweep the concrete area in front of the building and shall ensure that garbage and litter are picked-up in the area of the building and upon the beach. Payment shall be made by the City on or before December 1, 2016.

6. FURNISHING OF SUPPLIES

The City agrees to furnish the necessary cleaning and paper supplies required to maintain the restroom and beach areas.

7. CITY'S MAINTENANCE RESPONSIBILITIES

The City shall be responsible for emptying the garbage cans as well as for keeping the electrical and plumbing fixtures in good working condition; shall be responsible for issues concerning safety; and shall be responsible for repairs needed as a result of damage done to the restroom and/or concession areas unless said damage was as a result of the acts of the Lessee.

8. ACCOUNTING

Lessee shall provide an accounting to Lessor of her Profit and Loss for the 2016 season on or before November 1, 2016.

9. UTILITIES

Utility payments shall be the responsibility of the City during the lease agreement.

10. PROOF OF INSURANCE AND HEALTH CERTIFICATE

Upon signing of the lease agreement, the Operator agrees to provide to the City a Certificate of Liability Insurance in the amount of \$1,000,000 naming the City as an additional insured party. Operator also agrees to provide the required food vendors health certificate from Nobles/Rock Public Health

11. TERMINATION OF LEASE: This lease agreement may be terminated by either party upon thirty (30) days written notice of the other party. Failure of the operator to maintain the restroom/beach and concession areas shall be cause for immediate termination.

Upon termination of this lease, the Operator shall remove all personal property from the leased premises within thirty (30) days after said termination.

If Lessee does not operate her business for the full period of time between Memorial Day and Labor Day or if this Agreement is terminated by either party pursuant to this section, Lessee will be paid a pro-rata portion of the maintenance payment set for the in Section 5 above for the days that the business was open. Closure due to cold weather or rain shall not be a basis for discounting the payment by the City.

**IN WITNESSETH WHEREOF**, the parties have executed this instrument on their behalf by their duly authorized officers.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF WORTHINGTON

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

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

\_\_\_\_\_  
Patricia Arnt dba Beach Nook

**CITY OF WORTHINGTON - WORTHINGTON GIRLS SOFTBALL ASSOCIATION  
USER AGREEMENT (2016)**

1. PARTIES: The parties to this agreement are the following:
  - a. City of Worthington, City Council, with offices in Worthington, Minnesota 56187, hereafter “City.”
  - b. Worthington Girls Softball Association, hereafter “WGSA.”
2. PURPOSES: The general purpose of this agreement is to outline the roles and responsibilities of the City of Worthington and the Worthington Girls Softball Association, hereinafter WGSA. It is the desire of the City and the WGSA for the WGSA to utilize the outdoor softball fields located at the Centennial Athletic Field for the purpose of playing organized softball games and team practice for the period beginning May 1, 2016 and ending on August 30, 2016
3. The City of Worthington agrees:
  - a. To appoint the Director of Public Works and the Park Supervisor as the City’s representatives. These representatives will be the direct contact for any concerns and /or issues that may arise during the term of this agreement.
  - b. To be responsible for the maintenance of the softball fields, to include mowing of the outfield, and field lighting. The fields will be maintained at a recreational level of play.
  - c. To prepare the infield for regular scheduled games played Monday thru Friday. The City reserves the right to determine if the infield is saturated due to rainfall and to cancel usage. The exception would be if the WGSA agrees to pay all additional costs for preparing the fields. If the infield or outfield becomes saturated with moisture to the point where the fields may become damaged, then the game(s) must be postponed or canceled.
  - d. To be responsible for all utility costs associated for the softball diamond lights.
  - e. To be responsible for the disposal of all garbage generated during regular scheduled games.
  - f. To maintain an open line of communication with the WGSA through their designated representatives.
  - g. To issue a license for vendors to operate within the Centennial Softball Field facility only upon completion by the WGSA and any vendor(s) of all requirements, including the payment of the vendor’s fee.
  - h. To permit the WGSA to establish league fees and employment of game officials.

- i. To permit the WGSA the exclusive use of the fields for all regular scheduled games, with the exception, the City's summer youth's recreation program will have priority for field usage. A schedule must be provided to the City and the Director of the "YMCA" prior to the beginning of the season.
4. The Worthington Girls Softball Association agrees:
- a. To designate a representative(s) of the League and to provide the name(s) to the City. The representative(s) will be the direct contact for any concerns and /or issues that may arise during the term of this agreement.
  - b. To insure that the games and related activities associated with the game of softball are conducted in a safe manner.
  - c. To furnish a seasonal game schedule to the Director of Public Works and the Director of the "YMCA." Any deviation from the schedule will be reported to the Director of Public Works and the Director of the "YMCA."
  - d. To report any facility deficiencies to the Director of Public Works or the Park Supervisor as soon as noticed, so proper action can be taken to remedy such problems.
  - e. To provide for clean-up of the playing fields and surrounding areas and the disposal of the garbage generated at the fields upon the completion of each regular schedule game and deposit in City provided trash containers.
  - f. To be responsible for preparing the infields for regular scheduled weekend games.
  - g. To insure there is no gambling or consumption of any alcoholic beverages as prohibited by Worthington City Code Chapter 93, subdivision 93.12 (K) and Subdivision 93.15 (K.8)
  - h. To maintain an open line of communication with the City through their designated representative(s).
  - i. To pay to the City a user fee, to be established by the City Council to offset costs associated with the preparing of the infield for regular scheduled games. The 2016 user fee will be \$ 35.00 per time to prep infield(s).
  - j. A separate user agreement must be obtained from the City prior to any scheduled tournaments.
  - k. Insurance Requirements: The WGSA be required to provide a current Certificate of Insurance from his/her agent with minimum \$1,000,000 general liability insurance. In addition the City will require to be named as an additional insured on the general liability insurance policy and the Certificate of Insurance will so state.

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**Mayor**

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**Worthington Girls Softball Association**

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**City Clerk**

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_



## **MVTV Wireless Hotspot Service - Internet Access**

### **Description and Availability of Service**

Hotspot Service may be provided in locations at the request of Parties desiring to provide internet access to areas where no current internet service is available. Typical locations are parks, campgrounds, or any common area lacking internet availability. All locations must be within the existing footprint of MVTV Wireless's existing network.

Service availability within Hotspot locations will vary based on end-user device and distance within the operating range of the system. Service is subject to unavailability, including emergencies, third party service failures, transmission, equipment or network problems or limitations, interference, signal strength, and maintenance and repair, and may be interrupted.

The MVTV Wireless Hotspot Service is a pre-paid limited term service for internet access. Use of the service is at the end-user's discretion and convenience. MVTV Wireless offers no refunds in the event of early termination or non-use. MVTV's Acceptable Use Policy applies to this service. A full description of this policy and Terms and Conditions may be found at <http://www.mvtvwireless.com/acceptable-use-policy>.

### **Obligations of MVTV**

MVTV installs, owns and operates all networking equipment and wireless access equipment to enable the Hotspot Service inclusive of the registration and payment system for service access. MVTV maintains Payment Card Industry Data Security Standard (PCI DSS) compliance.

MVTV may locate electronic transmit and receive equipment within your location that operates on the unlicensed frequencies in the 2.4 and 5.8 GHz bands and on licensed frequencies within the 3.65 GHz and 2.5 GHz bands.

MVTV will provide the Party with a Certificate of Insurance verifying coverage and conditions granted.

### **Obligations of Requesting Party**

MVTV requires all requesting Parties to provide infrastructure for installation of network equipment and wireless access points. These may include light poles, buildings, or any structure suitable for equipment mounting.

Party is responsible for providing electric connection at each of the locations and the cost of electric service for the duration of Hotspot operation.

MVTV provides Hotspot service as a location amenity, at its cost, to the requesting Party and as such requires the Party entertain no additional overlapping service offerings from any other entity providing like service.

**End-User Obligations**

End-User will receive a user account for use of the Hotspot Service through either two or three devices dependent on the term of service selected. End-User may not resell any aspect of the Service or authorize any other entity or individual to use the service. End-Users have no proprietary or ownership rights to a specific IP or other address, log-in name, or password used on the Service. MVTV may change IP address, log-in name or password at any time.

MVTV may investigate activity that may be in violation of its Acceptable Use Policy and its Terms and Conditions; or to comply with law. End-User's Acceptance or MVTV's Terms and Conditions are implied by use of the Service.

**Authorization to Install**

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Location Name

---

Location Address

---

City, State, ZIP

---

Authorized Signature, Title, Date

## MVTV Wireless Hotspot Service

1. Connect wirelessly to the **MVTV Wireless Network**. If you don't immediately see MVTV listed, refresh your wireless settings. Click 'Connect'
2. Open a browser window and the following screen should appear.

(If not, go to [www.mvtvwireless.com/hotspot-users](http://www.mvtvwireless.com/hotspot-users))

3. Select 'Click here to Purchase MVTV Wireless'

Click here to Purchase MVTV Wireless Internet Service

Click here For Your Account Status

Click here For More Information

Please log on to use the internet hotspot service

login

password

OK

**MVTV**  
wireless

4. Select service plan

Need instant access without registration?

Service name	Price
1-Month Service	49.95 USD
24-Hour Service	4.95 USD
3-Day Service	8.95 USD
7-Day Service	13.95 USD

Language: English ▼

5. Enter your email address, cellphone and payment information

**MVTV** Connecting Rural Minnesota 320-564-4807  
www.mvtvwireless.com

Select payment method

You are about to buy the following Instant access service:

Service name: 3-Day Service  
Total price: 8.95 USD

\* Email address: jfoote@mvtvwireless.com  
Mobile number: 5073609651 (International form, e.g. 496540156075)

\* Fields are mandatory!

Available payment methods

Next >

Date: 2016.03.08 | Version: 4.1.6

6. Transaction details screen will appear. Write down the user name and password.
7. Click on Hotspot login to begin using the internet.

**MVTV** Connecting Rural Minnesota 320-564-4807  
www.mvtvwireless.com

ful transaction

Transaction details

Gateway response: APPROVED  
Payment reference: 8053836343  
Amount: 8.95 USD

Record the following user name and password

User name: 79721973  
Password: 1809

Show printable invoice

Thank you for the order!

Hotspot login  
User Control Panel

Date: 2016.03.08 | Version: 4.1.6

8. Your purchased service time will start with your first log-in. Time countdown is continuous even when not in use. Once your service period has ended, you can repurchase a new package by logging into your account information.

**Two devices can be connected at the same time. You would need to set up another account in order to use two more devices.**

Campground contacts:

Julie Foote – 507.360.9651

Pam Rosenau – 320.444.7544

*Your Broadband Internet Provider*

320-564-4807

Granite Falls, MN

[www.mvtvwireless.com](http://www.mvtvwireless.com)



## YMCA /City of Worthington 2016 Proposed Fees

<u>Day Camp</u>		2015 Prices- Based on 6 weeks	2016 Proposed      Average 22 Days a month			
			June	July	August	Actual cost
9 to 3	M-F	\$ 240.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 378.00
9 to 12	MWF	\$ 90.00	\$ 77.00	\$ 77.00	\$ 77.00	\$ 112.00
9 to 12	M-F	\$ 135.00	\$ 121.00	\$ 121.00	\$ 121.00	\$ 189.00
12 to 3	M-F	\$ 135.00	\$ 121.00	\$ 121.00	\$ 121.00	\$ 189.00
Early Drop	Early	\$ 40.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 63.00
Late Pick Up	Late	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 63.00

Prices above do NOT include early reg. discount  
of up to \$10

<u>2015</u> Participants						
14 weeks Whole Summer		2 weeks	6 weeks	6 weeks		
		1st session	2nd session	3rd Session		Total
22						59
6	9 to 3	12	9	16		30
0	9 to 12	5	15	4		12
2	9 to 12	1	5	6		12
23	12 to 3	4	2	4		49
26	Early Drop	10	9	7		52
	Late Pick Up	9	11	6		

		May '16 6 days	Actual cost
M-F	9am-3pm	\$54.00	\$114.00
MWF	9 to12	\$ 20.00	\$ 38.00
M-F	9 to 12	\$ 33.00	\$ 58.00
M-F	12 to 3	\$ 33.00	\$ 58.00
Early	7 to 9	\$ 12.00	\$ 23.00
Late	3 to 5	\$12.00	\$ 23.00

		1 or 2 week option if needed	Actual cost
M-F	9am-3pm	\$ 68.00 /120	\$ 95.00 /190
MWF	9 to12	\$ 21.00 /36	\$ 28.50/57
M-F	9 to 12	\$ 34.00 /60	\$ 48.00/95
M-F	12 to 3	\$ 34.00 /60	\$ 48.00/95
Early	7 to 9	\$ 12.00 /24	\$ 19.00/37
Late	3 to 5	\$ 12.00 /24	\$ 19.00 /37

Notes Regarding DayCamp:

- Day Camp will be offered all summer from school out through Labor Day weekend.
- \*Offering Monthly session's vs too many different weekly type sessions.
- \*YMCA will also make available on all programming financial aid to any one in need
- The Prices are set and what we feel are a VERY fair rate compared to what is offered.
- Hourly rates are from \$1.50/hr. - \$2.25/hr. This is compared to \$2.90 -\$3.20 at other area centers
- All programming has also been hit this last year with the increase in minimum wages and we will have another in August that will adjust all hourly salaries once again.

<b>Summer Sports</b>			
	<b>2015 Fees</b>	<b>2016 proposed</b>	<b>2015 Participants</b>
Softball league	\$53/43	\$54/44	14
Track	\$43/33	\$44/34	39
Tennis	\$43/33	\$44/34	37
Volleyball Camp	\$60/50	\$60/50	44
Basketball Camp	\$60/50	\$60/50	31

## ENGINEERING MEMO

**DATE: MARCH 10, 2016**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

### CASE ITEMS

**1. RECEIVE REPORTS AND ORDER HEARING ON 2016 STREET RECONSTRUCTION AND SHADY LANE STREET IMPROVEMENTS**

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

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. At its December 14, 2015 meeting, Council rescinded its action to order the street reconstruction improvements and ordered preparation of a new study on proposed improvements.

A revised feasibility report for improving the subject streets has been improved and is included in Exhibit 1. The report proposes a modification to standard residential bituminous pavement section intended to reduce costs while potentially improving the durability of the pavement and includes a concrete pavement alternative. Potential disadvantages in using concrete pavement for the reconstruction of the subject streets is also noted in the report. The report does recommend that the choice of pavement type be determined at the improvement hearing based on consideration of life cycle value, construction duration, and the projected disadvantages in utilizing concrete pavement for reconstructing the subject streets. It is possible to bid alternates if desired by Council however additional plan and specification development costs, particularly as compared to the engineering resources otherwise required for such a project, will be incurred.

Staff recommends that Council accept the report and order a hearing on the proposed improvements by passing the resolution also included in Exhibit 1. Staff suggests that the hearing be held at 7:00 p.m. on March 28, 2016, at the regular Council meeting. There are about 46 owners of property abutting the streets proposed to be improved. The maximum Council Chambers occupancy is 50 persons.

Preliminary assessment rolls for the improvements are also included in Exhibit 1.

Council may note that including all the street improvement segments to be further considered in one improvement project decreases the costs of assessment proceedings and may help in funding. Any particular street could be excluded from the improvement at the time it is authorized.

## **2. 2016 TAXIWAY C CRACK REPAIR AND SEAL COAT PROJECT**

As Council will recall, the Taxiway C extension project currently under contract to be completed this year was the last of the major airfield reconstruction or extension projects in the Airport Capital Improvements Budget (CIP). Priority is now proposed to shift to pavement preservation and, in the near future, updating the Airport Master Plan. Consistent with that approach, the 2016 Airport CIP includes \$18,852 in use of reserves for the local share of a Taxiway C maintenance project budgeted at a total cost of \$188,521. Only federal funding at 90% is reflected in the CIP. Maintenance will include necessary crack sealing and repair, and seal coating of that portion of Taxiway not included in the current Taxiway C extension project.

The current estimated project cost, including engineering but not contingencies, is \$166,021. Projected financing, which now includes anticipated state funding, is as follows:

Federal Share	\$149,419
State Share	\$8,301
Local Share	<u>\$8,301</u>
<b>TOTAL PROJECT</b>	<b>\$166,021</b>

The federal funding would only be available from the City's entitle funds which is currently \$150,000 annually. Because the current Taxiway C extension project will utilize the entitlement balance available through last fiscal year, only \$150,000 in entitlement funds is available. Should the actual project cost exceed the estimate such that 90% funding exceeds \$150,000 it is anticipated that MnDOT will provide 80% funding of the federal funding shortfall.

In order to proceed with the project, staff has requested that Bolton and Menk, the City's current airport consultant as selected in a process ending in April of 2014, propose a work order for design, construction and closeout services for the taxiway maintenance project. Work orders supplement the master service agreement and address the scope of services and fees for each individual project. Proposed Work Order 5, is included as Exhibit 2. The scope of services, hours and rates presented in the work order have been reviewed by

*Engineering Memo -March 10, 2016*

*Page 3*

the City Engineer and negotiated as deemed appropriate. The fees of \$35,000.00 are proposed on a "not to exceed" basis.

Staff recommends that Council authorize execution of the work order included as Exhibit 2.

Action at this time only addresses the work order. Upon completion of the plans and specifications, Council will be asked to consider advertising for bids on the project, and following receipt of bids, be requested to award the contract subject to receipt of a grant offer.



# **FEASIBILITY REPORT**

## **2016 STREET RECONSTRUCTION**

### **INTRODUCTION**

The purpose of this report is to determine the feasibility of improving the following described streets by regrading, base reconstruction, necessary curb and gutter reconstruction, and resurfacing:

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 - 1<sup>st</sup> Avenue Southwest to 1st Avenue Southwest

This report has been prepared pursuant to the Council resolution of December 14, 2015 and updates the feasibility report previously prepared on the proposed improvement and presented to Council on May 11, 2015. A single bid was received on the improvement as presented in the previous report and ordered by the City Council on May 26, 2015. The amount that the bid was over the estimated amount used in the previous report is cause to re-initiate the improvement process. This report includes a revision and options in the proposed pavement structure and updated estimates reflecting recent pricing.

The improvement has not been petitioned for and needs to proceed as a Council initiated improvement project. See Maps A, B, and C for the location of the subject streets.

### **PROJECT NEED**

All of the subject streets are residential streets constructed with flexible pavement (bituminous surface with either bituminous or aggregate base) and are concrete curb and guttered. All abutting land uses are residential, including multifamily, or institutional. The width and year of construction of the streets are as follows:

Darling Drive from 186' to 312' east of North Burlington Avenue (Darling Dr. W): 36 feet wide, constructed in 1987  
Darling Drive from 312' east of North Burlington Avenue to Grand Avenue extended (Darling Dr. E): 36 feet wide, surfaced in 1997  
Hagge Street: 30 feet wide, constructed in 1972  
Schaap Drive within Eckerson 1<sup>st</sup> Addition (Schaap Dr 1): 36 feet wide, surfaced in 1993  
Schaap Drive within Eckerson 2<sup>nd</sup> Addition (Schaap Dr 2): 36 feet wide, initial surface placed in 1995

All of the street segments, except the easterly 354 feet of Darling Drive, have met or exceeded the 20 year design life. The easterly portion of Darling Drive failed to meet the 20 year design life by 1 year.

The composition of the existing pavement structure of each of the street segments is as follows:

Segment	Fabric Layer	Drainable Base Layer	Edge Tile	Aggregate Base Depth	Surfacing Depth
Darling Dr. W	-	-	Yes	9 inches	2.5 inches
Darling Dr. E	Yes	-	Yes	9 inches	2.5 inches
Hagge Street	-	-	-	4 inches <sup>1</sup>	2.0 inches
Schaap Dr. 1	-	-	-	9 inches	2.5 inches
Schaap Dr. 2	Yes	-	-	9 inches	2.5 inches

<sup>1</sup>Bituminous Base

The streets' bituminous pavement no longer has the properties necessary to fulfill its function. The loss of the bituminous pavement qualities needed to sustain durable surfacing is generally due to material fatigue as well as material degradation. Fatigue develops from the accumulation of the minute deflections that occur with each wheel loading and is accelerated over time as natural factors reduce the pavement's ductility. These factors ultimately limit the usable life of the surfacing regardless of other factors or deficiencies affecting the total pavement structure. Seasonally saturated soil conditions contribute to a weakening of the subgrade and aggregate base, or in the case of Hagge Street, stripping of the binder oil from the bituminous base. The weakening of the subgrade and base reduces the load bearing capability of the total pavement structure to the point that it will no longer support normal loadings without excessive deflection and ultimately failure. The effects of this weakening are typically recognized by surface deformation and extensive "map" or "an alligator pattern" cracking. Severe occurrences of this condition resulting from frost melt are commonly referred to as "frost boils". The results of this condition may be found throughout the length of the subject streets. On those street segments that do not include geotextile fabric beneath the aggregate base, seasonal saturation aggravates the blending of the subgrade clay soils and aggregate bases which permanently reduces the strength and function of the base. The combination of factors has deteriorated the total bituminous pavement structure of the streets to the point they no longer are able to provide an acceptable level of service.

It is recommended that the existing pavement structure (base and surfacing) be removed and replaced as part of a street reconstruction in order to restore the total pavement system. In general, the existing curb and gutter may remain in place. Sections of dislocated concrete curb and gutter should be removed and replaced as necessary to maintain reasonable water flow, with a performance goal of containing any ponding water within the width of the concrete gutter.

## PAVEMENT DESIGN

The City's Assessment Ordinance provides that residential streets shall be of "5 ton" design and that collector streets (including commercial and industrial access streets) shall be of "9 ton" design. Although the terminology "5 ton" or "9 ton" design reflects what might be considered outdated pavement design methodology, the intent of the standard is clear in defining that the pavement of residential streets should reflect the adjacent residential land use rather than being designed to

potentially serve a collector or arterial function. A residential street design would therefore typically account for traffic consisting of predominately automobiles and light trucks together with minor quantities of trucks and buses to reflect normal residential services such as garbage hauling, school busing, and deliveries. Schaap Drive and Hagge Street are subject to only such traffic and can be designed accordingly. Darling Drive is projected to gain additional through traffic upon completion of Grand Avenue. Based on a traffic study recently completed for the City, the increase in traffic warrants additional pavement structure which is proposed to be provided with an increase in surface thickness as presented in the following sections.

### ***Pavement Type***

As previously noted, the existing pavement on all three streets consists of bituminous surfacing and gravel or bituminous bases. As also indicated, this pavement type relies on the strength of the base in addition to the surfacing to distribute a wheel load (weight) over a large enough area of the underlying soils to minimize the deflection in the pavement surface so that it can withstand years of traffic before it fails. Based on the history of early failure of this pavement type throughout the community and the nature of soils and gravel in the area, it was found to be cost effective to implement steps to enhance subsurface drainage of the pavement system. The drainage improvements do not reduce the reliance on the gravel base but are intended to ensure maximum performance through yearly cycles, particularly the spring melting period when the moisture from melting frost tends to be trapped in and just below the aggregate bases. Relatively sharp increases in the cost of base materials being used warrants consideration of changes in the pavement type being utilized for local low volume streets.

Concrete pavement is considered a rigid pavement. A wheel load is, in general, distributed over a large area within the concrete surface reducing reliance on the strength of the aggregate base and underlying soils. While such an explanation may be an over simplification of the dynamics occurring within a pavement system, it is intended to describe the fundamental difference in the pavement types that allows for exploration of cost effectively utilizing concrete pavements for low volume streets. Other factors that can not be disregarded in designing a concrete pavement system include the transfer of wheel loads between pavement panels, wheel loadings at the outer edges of panels, pavement warping and size fluctuations that occur during temperature changes, and interactions occurring at the interface of panels (pavement joints). While these factors can not be disregarded in use of concrete pavement for low volume roads, the extent of the measures needed to satisfactorily address them tends to diminish as the volume of traffic, particularly that of heavy trucks, decreases.

The selection of pavement type for relatively low volume roads could be argued to be subjective given the irregular local performance history of certain pavement types. Life cycle cost analyses which include consideration of initial and maintenance costs can be formulated to provide a reasonable recommendation on roadways that deteriorate in a manner having somewhat of a relationship to traffic loadings. Life expectancies of 20 years for bituminous and 35 years for concrete pavements prior to the need for a minimal structural improvement are commonly used in such analyses. Lower volume streets in Worthington have historically shown a much wider range of usable lives. Residential bituminous streets have functionally performed from as little as 10 years to over 50 years. Very specific changes in design have been initiated to address those deficiencies that have been identified with poor performance of bituminous pavements and a life expectancy of

at least 20 years now appears to be a practical expectation. Residential concrete streets other than those subject to certain aggregate failures or detrimental material reactions have performed well in the community and are commonly found to be over 50 years old. It is important to note that the provisions of the City's Assessment Ordinance relating to street reconstruction establish a 20 year design life for bituminous pavements and a 35 year design life for concrete pavements. Assessments for reconstruction are prorated to the design life should the street fail to achieve the design life.

Some consideration in selection of pavement type may also include the length of time required to return the street to full traffic use. Concrete paving will require up to 10 additional days for pavement placement and curing prior to through traffic being allowed on the street. Since curbing is involved at certain locations in either pavement option, traffic entering the street from driveways affected by the curb replacement will be restricted for approximately 7 additional days.

### ***Bituminous Pavement Option***

It is proposed that Schaap Drive and Hagge Street be reconstructed utilizing a residential street section consisting of 2.5" of bituminous surfacing and 9" of aggregate base. The surfacing on Darling Drive would be increased to 3.5". It is recommended that the aggregate base be a single layer of drainable material which is a change from former pavement recommendations. The recently revised Minnesota Department of Transportation construction specifications now include standards for a Drainable Stable Base (DSB) material which is reported to cost less to produce and be easier to handle than the Open Graded Aggregate Base (OGAB) previously used in only the lower 4" of the aggregate base. The DSB is also intended to accommodate paving equipment better than OGAB allowing it be used for the complete depth of the base eliminating the alternating placement of drainable and Class 5 (gravel) base which has been associated with increased construction costs. The stability of DSB through a wide range of moisture conditions also warrants reducing the minimum depth of bituminous surfacing for residential streets from 3" as recommended in recent years to 2.5".

Use of the drainable base material together with proper edge drain tiles will yield free drainage of that base material and intercept free water rising from below that layer. As evident in the Darling Drive E and Schaap Drive 2 street segments, the edge drains without the drainable base layer do not provide the drainage needed to prevent saturation and resulting weakening of the pavement structure. Geotextile reinforcement fabric would also be installed in conjunction with the aggregate base. The geotextile fabric will reduce the migration of the subgrade clay into the drainable base material and reinforce the subgrade material (clay) during the spring transitional period when frost is melting out of the soil and the subgrade's bearing strength is the weakest. Due to the need to remove the existing aggregate base in the bituminous pavement option, it is not feasible to utilize any existing fabric or edge drain tiles on Darling Drive or Schaap Drive.

### ***Concrete Pavement Option***

It is proposed that Schaap Drive and Hagge Street be reconstructed utilizing a residential street section consisting of 6" of concrete surfacing and 4" of aggregate base. The surfacing on Darling Drive would be increased to 6.5" to address the additional traffic. The 4" of aggregate tends serves as a platform for constructing the concrete surfacing and to minimize migration of underlying soils

through the pavement joints rather than a significant structural component of the pavement system. This pavement system is similar to that found in concrete streets throughout the community constructed prior to 1995. Although it would be recommended that higher volume concrete streets, particularly those subject to heavy truck traffic, incorporate a drainable base and subsurface drainage, using the proposed concrete pavement section offers a significantly lower cost than a section incorporating a drainable base and subsurface drainage. The fabric and/or edge drain tiles currently in place on segments of Darling Drive and Schaap Drive will be able to remain utilizing the concrete pavement option. Consideration may be given to the proposed concrete pavement section as a reasonable alternative to a bituminous pavement.

Utilizing concrete pavement to reconstruct a street has certain significant disadvantages when perpetuating the existing curb and gutter. Sections of curb and gutter that are displaced to the extent that water ponds beyond the concrete gutter will be replaced, however, the gutter surface will remain somewhat uneven along the majority of the street. The uneven gutter surface will tend to reflect into the new street surface because the gutters act as the outside form in the concrete paving operation. In other words, the ride of street is not likely to be as smooth as it would be with complete curb and gutter replacement.

A second disadvantage is that the curb and gutter will not become a contiguous part of the concrete pavement system as it would with complete curb and gutter replacement. Movement of the curb and gutter that is different from that of the pavement should be expected. The additional support of the outer edge of the concrete pavement panel provided by structurally contiguous curb and gutter will also not be provided. An alternate to having the curb and gutter structurally isolated from the street pavement would be to drill and secure steel bars into the existing curb and gutter that would extend into the pavement being poured. Drilling the bars poses a certain risk of damaging sections of the existing curb and gutter. The cost for installing the connecting steel bars will increase the total street reconstruction costs by approximately 4% and increase the estimated assessment rates between 15.6% (Schaap Drive) to 34.9% (Hagge Street). Higher costs will be incurred if curb and gutter is damaged during installation. Drilling in the bars is not being proposed given the benefits, costs and risks.

Various manholes are located along each street. The type of castings (frame and lid) in place on these manholes do not vary in height as the pavement is lifted by frost action or other changes in the volume of the underlying soil. The affects of the differential movements at manholes in bituminous pavement is less significant than in concrete pavements due to the flexibility of the pavement. It is common for castings in bituminous pavements to have a fixed height and are typically only adjusted as needed for pavement replacement. In concrete pavements the movement at manholes reflects movement of the concrete panel(s) around the manhole. The affects of the movement in concrete pavement is that the castings are essentially lifted off of the manhole when soils expand which can be detrimental to the pavement and/or manhole and/or utility the manhole is located on. If the concrete pavement option is chosen, it is proposed that all the manhole castings be replaced with variable height (telescoping castings). The relatively low cost of adjusting manholes is, by practice, assigned as an assessment rate determining cost. Due to the high cost of replacing each casting, currently estimated at \$1,560 more than only adjusting the casting, and the variable number of manholes within each street it is proposed that the incremental cost for replacing castings be designated as a non-assessable cost.



## RELATED IMPROVEMENTS

### *Darling Drive*

The catch basins and storm sewer lead under Darling Drive located approximately 470 feet east of North Burlington Avenue have been dislocated by frost action. It is proposed that the catch basins and lead be removed and reinstalled. Reinstallation will include use of granular backfill tapered up to the roadbed to minimize the affects of frost. The estimated cost for reinstalling the catch basins and lead including engineering and contingencies is \$44,350 if the bituminous pavement option is selected or \$51,350 if the concrete pavement option is selected. The additional costs under the concrete pavement option is largely associated with removal and replacement of geotextile fabric and edge drain tiles that would be included as part of the bituminous pavement option but is not part of the concrete pavement option as previously presented. This work is not included in the Darling Drive Street improvement cost and would be funded from storm water utility revenue. The 2016 Storm Water Utility budget includes \$31,900 for the work. The remaining costs of \$12,450 or \$19,450 will be funded from the \$25,000 budgeted in the 2016 Storm Water Utility budget for unanticipated storm water problems.

### *Hagge Street*

The existing catch basins located approximately 280 feet west of Diagonal Road are the large box structure with a large curb opening. This type of catch basin tends to be subject to failure, difficult to maintain, and subject to internal blockage due to the lack of debris screening. It is recommended that these catch basins be removed and replaced with standard drainage structures. The estimated cost for replacing the two catch basins is \$13,400 including engineering and contingencies. This work is not included in the Hagge Street improvement cost and would be funded from storm water utility revenue. The 2016 Storm Water Utility budget includes \$17,490 for the work.

The sanitary sewer and water mains within Hagge Street were reconstructed in 2006 in anticipation of the street reconstruction. The 2016 Sanitary Sewer and Water Utility funds include a budget for pavement restoration associated with these projects that is not within the scope of necessary street improvements. This includes the replacement of sidewalks, driveways, and curb and gutter removed as part of the utility work. The estimated costs for the sanitary sewer and water main related restoration work, including engineering and contingencies, are \$3,100 and \$6,000 respectively. These costs are below the budgets of \$3,720 for sanitary sewer work restoration and \$6,710 for water main work restoration.

The pedestrian ramp located on the north side of Hagge Street at Diagonal Road is too steep to be compliant with the standards established for the Americans with Disabilities Act (ADA). The sidewalk along Hagge Street and Diagonal Road will need to be removed and replaced for an adequate length to achieve the appropriate slope. Removal of a tree will also be required due to the encroachment of its trunk and roots. The total estimated cost for this work is \$14,100. The cost for this work is included in the total street improvement cost but is not included in the determination of the assessment rate.

***Schaap Drive***

The existing pedestrian ramps on Schaap Drive at each of its intersections with 1<sup>st</sup> Avenue SW do not comply with the specifics of current Americans with Disabilities Act (ADA) standards although the ramps do include tactile warning (truncated dome) panels. The lip between the street gutter and the ramp is steeper and/or higher than permitted under the ADA standards. Many of the truncated domes on the composite panels have been sheared off and therefore the panels should also be replaced with cast iron panels which have been found to be the only reasonably durable type of panels. The total estimated cost for this work is \$16,050. The cost for this work is included in the total street improvement cost but is not included in the determination of the assessment rate.

**COSTS AND FINANCE**

In general, the distribution of assessable costs for the project is proposed as outlined in the City's Assessment Ordinance.

City share will include all costs for reconstruction of the center 24 feet of pavement with the costs for reconstructing the remaining width of pavement and for curb and gutter reconstruction being assessed to the benefitted properties. Side yard lot allowances and intersecting public right-of-way frontages are also a city share of the project.

The following provides the estimated costs, city share, assessments receivable, and assessment rates for the street improvements:

**BITUMINOUS PAVEMENT OPTION*****Darling Drive***

City share for non-assessable costs <sup>1</sup>	\$122,853.78	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$122,853.78	(82.3%)
Assessments receivable	<u>\$26,396.22</u>	(17.7%)
TOTAL COST	\$149,250.00	

The estimated base assessment rate is **\$38.59/ft**

The estimated reduced assessment rate is **\$36.66/ft**

<sup>1</sup> City share for non-assessable costs includes \$107,350.00 for the center 24 feet, \$950.00 for salvaging aggregate base material, \$8,554.31 for lot allowances, \$771.88 for the frontages of public right-of-way, \$3,900 for additional pavement depth and \$1,327.63 for reduced assessments rates.

***Hagge***

City share for non-assessable costs <sup>1</sup>	\$211,805.73	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$211,805.73	(88.6%)
Assessments receivable	<u>\$27,144.27</u>	(11.4%)
TOTAL COST	\$238,950.00	

The estimated assessment rate is **\$18.37/ft**

<sup>1</sup> City share for non-assessable costs includes \$187,850.00 for the center 24 feet, \$3,150 for salvaging aggregate base material, \$5,537.59 for lot allowances, \$14,100 for replacing pedestrian ramps and \$1,168.13 for the frontages of public right-of-way.

***Schaap Drive***

City share for non-assessable costs <sup>1</sup>	\$210,107.83	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$210,107.83	(73.8%)
Assessments receivable	<u>\$74,392.17</u>	(26.2%)
TOTAL COST	\$284,500.00	

The estimated assessment rate is **\$38.71/ft**

<sup>1</sup> City share for non-assessable costs includes \$186,200.00 for the center 24 feet, \$3,600 for salvaging aggregate base material, \$4,257.84 for lot allowances, and \$16,050 for replacing pedestrian ramps.

***Total Improvement***

The following provides the estimated costs, city share, assessments receivable, and assessment rates for the street and alley improvements:

City share for non-assessable costs	\$544,767.34	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$544,767.34	(81.0%)
Assessments receivable	<u>\$127,932.66</u>	(19.0%)
TOTAL COST	\$672,700.00	



**CONCRETE PAVEMENT OPTION*****Darling Drive***

City share for non-assessable costs <sup>1</sup>	\$136,711.47	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$136,711.47	(82.3%)
Assessments receivable	<u>\$29,388.53</u>	(17.7%)
TOTAL COST	\$166,100.00	

The estimated base assessment rate is **\$42.97/ft**

The estimated reduced assessment rate is **\$40.82/ft**

<sup>1</sup> City share for non-assessable costs includes \$110,000.00 for the center 24 feet, \$950.00 for salvaging aggregate base material, \$2,300.00 for incremental casting costs, \$9,524.04 for lot allowances, \$859.38 for the frontages of public right-of-way, \$11,600 for additional pavement depth and \$1,478.10 for reduced assessments rates.

***Hagge***

City share for non-assessable costs <sup>1</sup>	\$294,514.12	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$294,514.12	(90.2%)
Assessments receivable	<u>\$32,035.88</u>	(9.8%)
TOTAL COST	\$326,550.00	

The estimated assessment rate is **\$21.68/ft**

<sup>1</sup> City share for non-assessable costs includes \$248,350.00 for the center 24 feet, \$3,150 for salvaging aggregate base material, \$21,000 for incremental casting costs, \$6,535.50 for lot allowances, \$14,100 for replacing pedestrian ramps and \$1,378.63 for the frontages of public right-of-way.

***Schaap Drive***

City share for non-assessable costs <sup>1</sup>	\$258,190.59	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$258,190.59	(73.4%)
Assessments receivable	<u>\$93,309.41</u>	(26.6%)
TOTAL COST	\$351,500.00	

The estimated assessment rate is **\$48.55/ft**

<sup>1</sup> City share for non-assessable costs includes \$225,650.00 for the center 24 feet, \$1,800 for salvaging aggregate base material, \$9,350 for incremental casting costs, \$5,340.56 for lot allowances, and \$16,050 for replacing pedestrian ramps.

The following provides the estimated costs, city share, assessments receivable, and assessment rates for the street and alley improvements:

City share for non-assessable costs	\$689,416.18	
City share of assessable costs	<u>\$0.00</u>	
Total city share	\$689,416.18	(81.7%)
Assessments receivable	<u>\$154,733.82</u>	(18.3%)
TOTAL COST	\$844,150.00	

Provided the project addressed in this report is combined with the 2016 Grand Avenue street extension for funding, it is proposed that the 2016 street reconstruction project be initially financed by PIR bonding with 401 Construction Fund reserves being temporarily utilized until bond proceeds are received. Revenues from special assessments levied as a result of the project along with the annual special tax levy required to recover the city share of the project would be utilized for bond repayment.

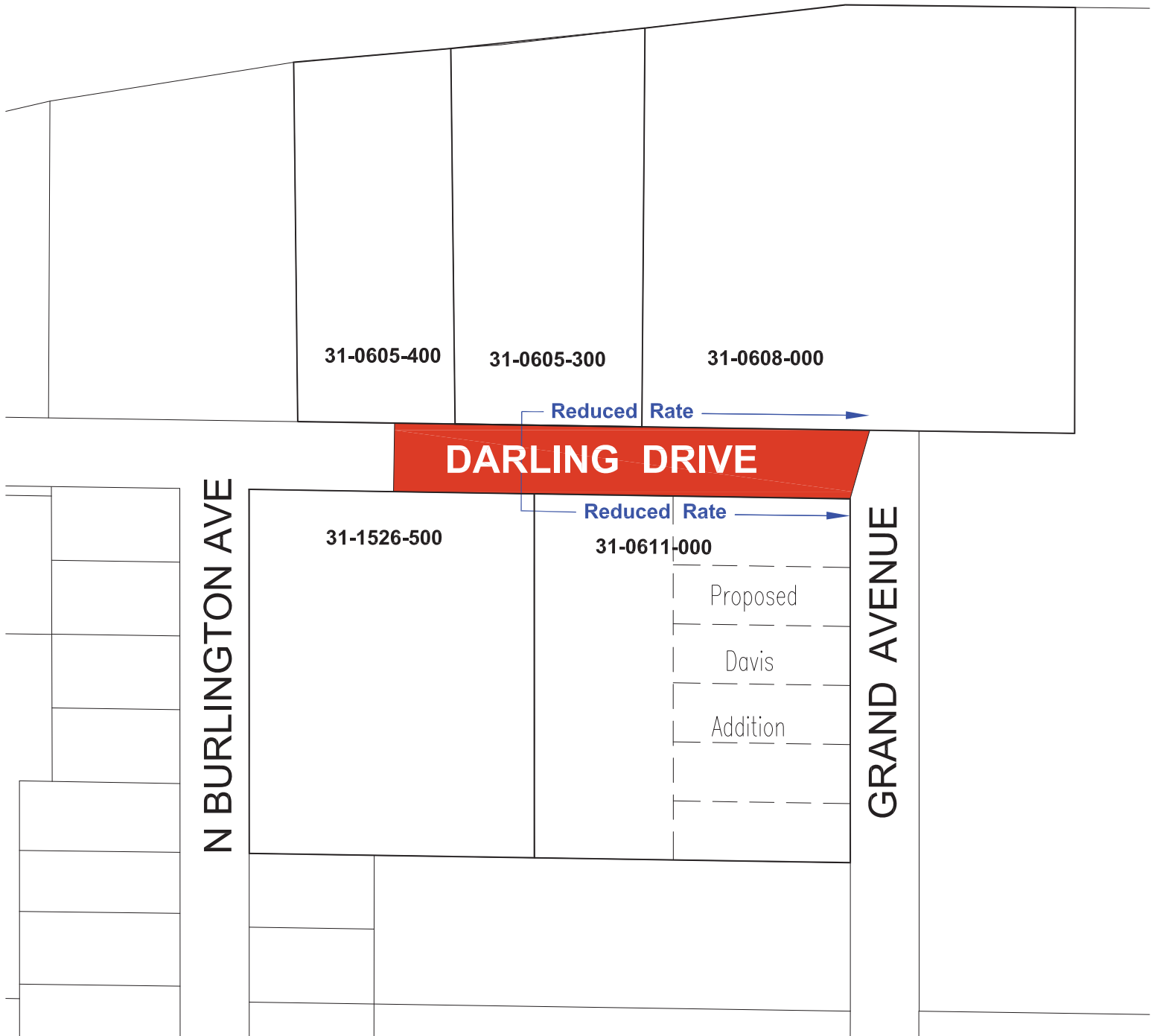
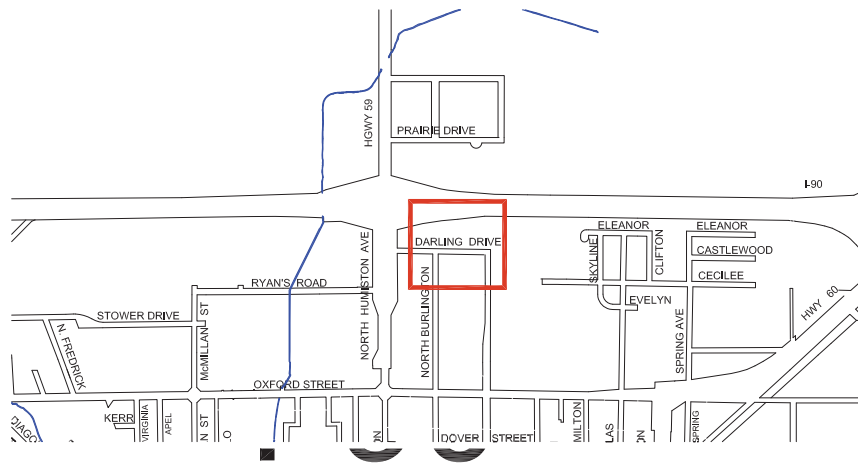
### **CONTRACT COMBINATION WITH OTHER IMPROVEMENTS**

In addition to completion of the related work previously identified, it is recommended that this project be combined with any other similar bituminous work approved to be undertaken in 2016 should the bituminous option be selected. Should the concrete option be selected, it may be advantageous for this project to be bid separate from other projects to maximize the potential for a wider range of construction firms to be interested in under taking the project.

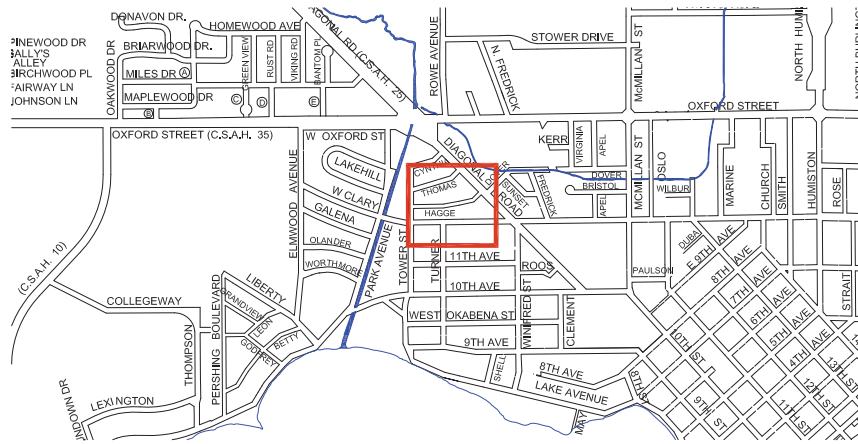
### **CONCLUSION**

The proposed reconstruction of the subject streets, using either pavement option, is a feasible way and cost effective means of re-establishing the necessary integrity of the streets with an all season hard surfaced pavement.

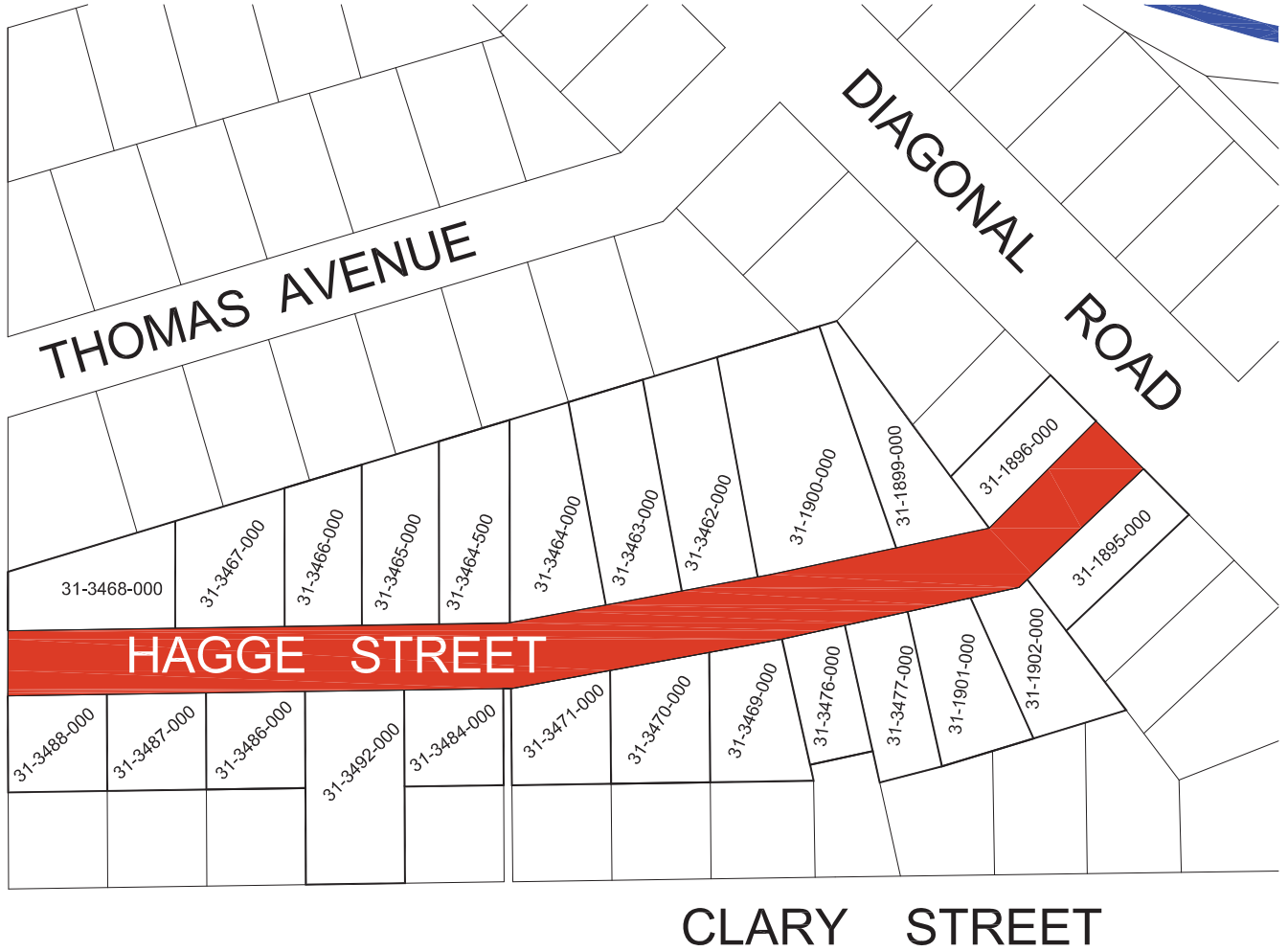
It is recommended that the choice of pavement type be determined at the improvement hearing based on consideration of life cycle value, construction duration, and the projected disadvantages in utilizing concrete pavement in the reconstruction of the subject streets.



BLUE

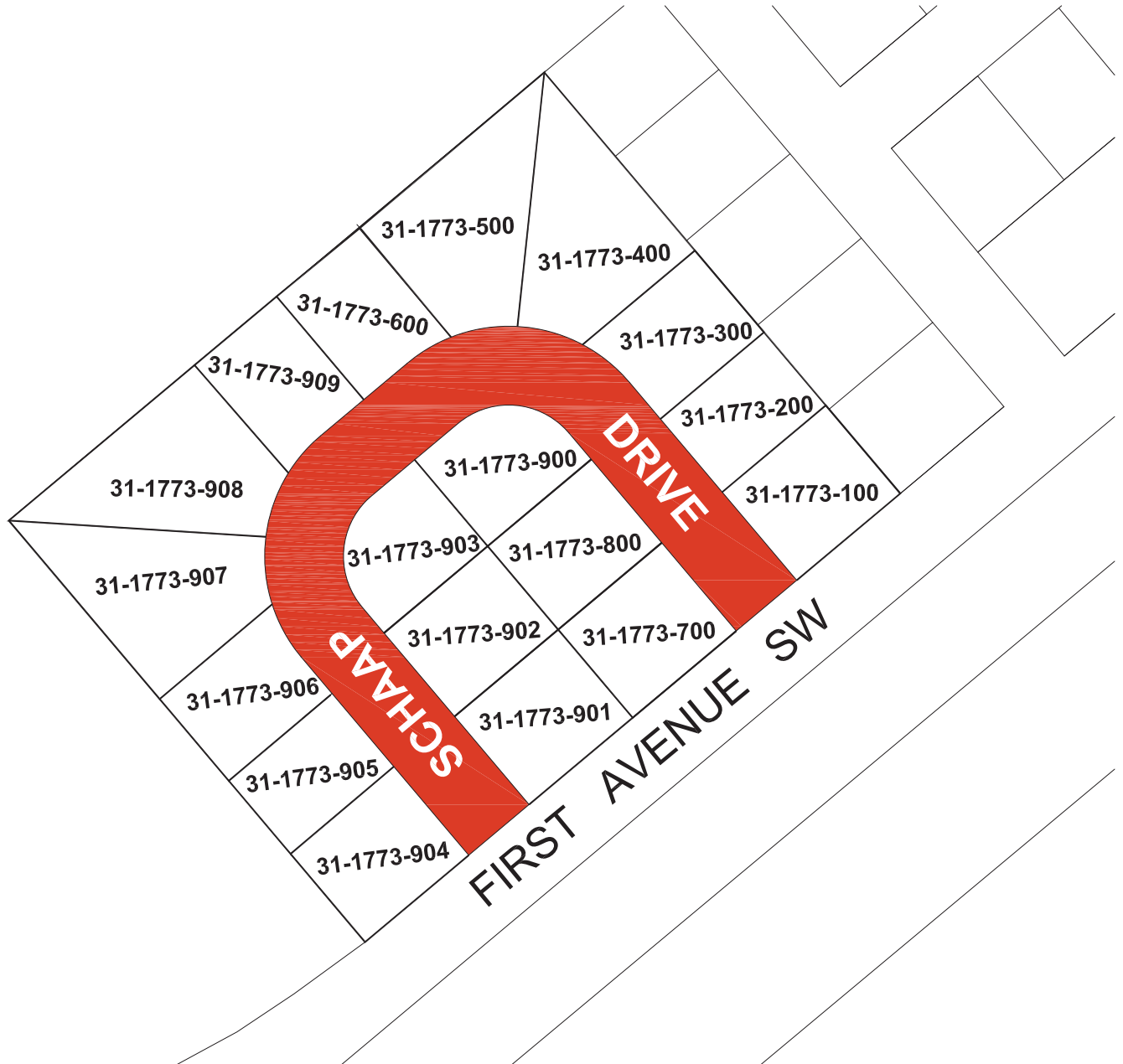
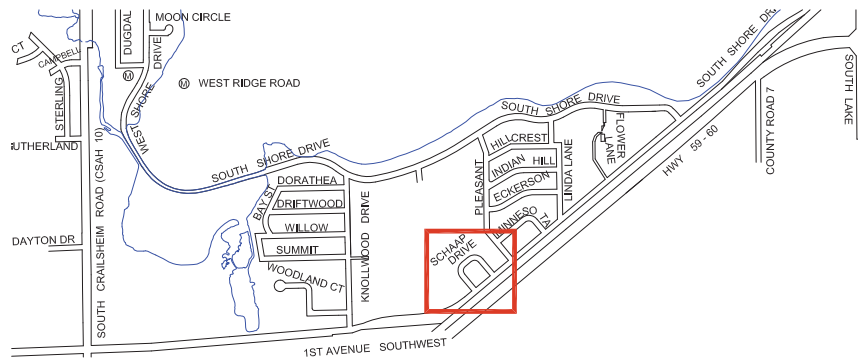


TOWER STREET



PROPOSED IMPROVEMENT  
MAP B

BLUE



 PROPOSED IMPROVEMENT  
MAP C

**RESOLUTION NO.****RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENTS.**

**WHEREAS**, Pursuant to Resolution No. 3632 of the City Council of the City of Worthington, Nobles County, Minnesota, passed on December 14, 2015, a report has been prepared by the city engineer with reference to the improvement of the following described streets by regrading, base reconstruction, resurfacing, and necessary curb and gutter reconstruction:

**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 this report was received by the council on March 14, 2016; and

**WHEREAS**, The report provides information regarding whether the proposed improvements are necessary, cost-effective, and feasible, whether they should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvements as recommended.

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

**1.** The Council will consider the improvement of said streets in accordance with the report, and the assessment of the abutting property for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvements of \$672,700 (bituminous option) or \$844,150 (concrete option).

**2.** A public hearing shall be held on such proposed improvements on the 28th day of March, 2016, in the Council Chambers of City Hall at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvements as required by law.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14<sup>th</sup> day of March, 2016.

(SEAL)

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Mike Kuhle, Mayor

Attest:

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Janice A. Oberloh, City Clerk

Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Bituminous Option  
Estimated Assessment Roll

					(1)						
Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount		
DARLING DRIVE	<u>Auditor's Plat of Part of the W1/2 of the SW1/4 of Section 13-T102N-R40W</u>										
	Stately Manor Associates	A 2 acre tract in part of Lots 1, 2, and 3 as described in Document No. 231746	31-0605-300	1505 and 1515 Darling Drive	Darling Drive	67.7 ' 122.3 ' 190 '	\$38.5938 <sup>(2)</sup> \$36.6641 <sup>(3)</sup>	\$2,612.80 \$4,484.02 \$7,096.82			
	Brittany Associates of Worthington	A 1.5 acre tract in part of Lots 1, 2, and 3 as described in Document No. 222167	31-0605-400	1525 and 1535 Darling Drive	Darling Drive	58.3 '	\$38.5938 <sup>(2)</sup>	\$2,250.02			
	Prairie View Limited Partnership	The east 231.7' of Lots 1, 2, and 3; and a 2.09 acre tract in the NE1/4 of the SW1/4 of Section 13-T102N-R40W as described in Document No. 260600	31-0608-000	1545 through 1627 Darling Drive	Darling Drive	231.7 '	\$36.6641 <sup>(3)</sup>	\$8,495.07			
	American Reformed Church	<u>Darling's Second Addition</u> Lots 1 and 2, Block 2; and vacated un-named north/south street in said subdivision; and that portion of vacated Cecilee Street in Darling's First Addition lying north of Lot 11, Block 1 of Darling's First Addition; Together with Lots 5 - 8, except the easterly 20' of said lots, of Auditor's Plat of Part of the W1/2 of the SW1/4 of Section 13-T102N-R40W	31-1526-500;	1720 Burlington Avenue	Darling Drive	63 '	\$38.5938 <sup>(2)</sup>	\$2,431.41	63 '	\$2,431.41	
			31-0611-000		Darling Drive	167 '	\$36.6641 <sup>(3)</sup>	\$6,122.90	167 '	\$6,122.90	
						230 '		\$8,554.31		\$8,554.31	
	HAGGE STREET	<u>Auditor's Plat of Hagge's Addition</u>									
		Haugen, Donald R. and Janet M.	Lot 4, Block A	31-1895-000	1041 Diagonal Rd	Hagge St	64.2 '	\$18.3668	\$1,179.15	64.1 '	\$1,177.31
		Terhaar, Patricia L. and Terhaar, Richard S.	Lot 5, Block A	31-1896-000	1103 Diagonal Rd	Hagge St	57 '	\$18.3668	\$1,046.91	56.9 '	\$1,045.07
Phillips, Brett B.		Lot 8, Block A	31-1899-000	225 Hagge St	Hagge St	44.9 '	\$18.3668	\$824.67			
Munoz, Emma, et al		Lots 9 and 10, Block A; and Lot 1, Block 1, Stangeland's Addition	31-1900-000	221 Hagge St	Hagge St	96.3 '	\$18.3668	\$1,768.72			
Lozano, Maria G.		Lot 13, Block A	31-1901-000	224 Hagge St	Hagge St	55.8 '	\$18.3668	\$1,024.87			
Kuhl, Louis C. and Catherine L.		Lot 14, Block A	31-1902-000	228 Hagge St	Hagge St	60.7 '	\$18.3668	\$1,114.86			
<u>Stangeland's Addition</u>											
Leovan, Sonh and Soan		Lot 2, Block 1	31-3462-000	213 Hagge St	Hagge St	60 '	\$18.3668	\$1,102.01			
Feeken, Robert L and Jorita A.		Lot 3, Block 1	31-3463-000	205 Hagge St	Hagge St	60 '	\$18.3668	\$1,102.01			
Batres, Juan J. Rivas	Lot 4, Block 1	31-3464-000	201 Hagge St	Hagge St	61.6 '	\$18.3668	\$1,131.39				

Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Bituminous Option  
Estimated Assessment Roll

	Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	(1) Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount
HAGGE STREET	Hintgen, James A. and Sherdyth A	Lot 5, Block 1	31-3464-500	--- Hagge St	Hagge St	55 '	\$18.3668	\$1,010.17		
	Brandt, Michael W. and Marie A.	Lot 6, Block 1	31-3465-000	125 Hagge St	Hagge St	60 '	\$18.3668	\$1,102.01		
	Miranda, Miguel A. and Lucia	Lot 7, Block 1	31-3466-000	121 Hagge St	Hagge St	60 '	\$18.3668	\$1,102.01		
	Trevino, Larry and Godoy, Karen Y cfd from Johnson, Judith A.	Lot 8, and the east 25' of Lot 9, Block 1	31-3467-000	117 Hagge St	Hagge St	85 '	\$18.3668	\$1,561.18		
	Fricke, Allan A. and Delores M.	Lot 9, except the east 25', and all of Lot 10, Block 1	31-3468-000	105 Hagge St	Hagge St	65 '	\$18.3668	\$1,193.84	65 '	\$1,193.84
	Cortez, Samuel and Bautista, Beatriz	Lot 1, Block 2	31-3469-000	212 Hagge St	Hagge St	68.9 '	\$18.3668	\$1,265.47		
	Johnson, Aaron L. and Davis, Jodie M.	Lot 2, Block 2	31-3470-000	206 Hagge St	Hagge St	77 '	\$18.3668	\$1,414.24		
	Sailor, Craig A.	Lot 3, Block 2	31-3471-000	200 Hagge St	Hagge St	77 '	\$18.3668	\$1,414.24		
	Reynaga, Nohelia A. Hernandez	The north 100' of Lot 8, Block 2	31-3476-000	216 Hagge St	Hagge St	50 '	\$18.3668	\$918.34		
	Reynaga, Margarito Hernandez	Lot 9, Block 2	31-3477-000	220 Hagge St	Hagge St	50 '	\$18.3668	\$918.34		
	Fields, Raymond E. and Fields, Katherine E.	Lot 1, Block 3	31-3484-000	128 Hagge St	Hagge St	77 '	\$18.3668	\$1,414.24		
	Martinez, Eri Daniel Segura	Lot 3, Block 3	31-3486-000	116 Hagge St	Hagge St	77 '	\$18.3668	\$1,414.24		
	Melendez, Eneyda C.	Lot 4, Block 3	31-3487-000	108 Hagge St	Hagge St	77 '	\$18.3668	\$1,414.24		
	Hill, Stephen A. and Hill, Linda R.	Lot 5, Block 3	31-3488-000	100 Hagge St	Hagge St	38.5 '	\$18.3668	\$707.12	38.5 '	\$707.12
	Onnog, Chirawong	Lots 2 and 9, Block 3	31-3492-000	119 Clary St	Hagge St	0 '	\$18.3668	\$0.00	77 '	\$1,414.24
SCHAAP DRIVE	<b>Eckerson's First Addition</b>									
	Kuhl, Kristopher R. and Melanie	Lot 1, Block 1	31-1773-100	1370 Schaap Drive	Schaap Drive	102.5 '	\$38.7076	\$3,967.53		
	Harberts, Mary K.	Lot 2, Block 1	31-1773-200	1330 Schaap Drive	Schaap Drive	85 '	\$38.7076	\$3,290.15		
	Onnen, Wallace L. and Myra K.	Lot 3, Block 1	31-1773-300	1280 Schaap Drive	Schaap Drive	95 '	\$38.7076	\$3,677.22		
	Schaap, Arthur and Lorraine	Lot 4, Block 1	31-1773-400	1260 Schaap Drive	Schaap Drive	115.3 '	\$38.7076	\$4,462.99		
	Olson, Kieth and Marjorie	Lot 5, Block 1	31-1773-500	1220 Schaap Drive	Schaap Drive	121.9 '	\$38.7076	\$4,718.46		
	Rehborg, Calvin C. and Ruth E., as Trustees	Lot 6, Block 1	31-1773-600	1200 Schaap Drive	Schaap Drive	95 '	\$38.7076	\$3,677.22		
	Rachuy, Howard E.	Lot 1, Block 2	31-1773-700	1373 Schaap Drive	Schaap Drive	102.5 '	\$38.7076	\$3,967.53		
	Rubis, Steve C. and Jolene C.	Lot 2, Block 2	31-1773-800	1331 Schaap Drive	Schaap Drive	97 '	\$38.7076	\$3,754.64		
	Polzine, Ronald H. and Polzine, LaVonne S., as Trustees	Lot 3, Block 2	31-1773-900	1255 Schaap Drive	Schaap Drive	91.6 '	\$38.7076	\$3,545.62		
					Schaap Drive	55 '	\$38.7076	\$2,128.92	55 '	\$2,128.92
						146.6 '		\$5,674.54		



Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Bituminous Option  
Estimated Assessment Roll

Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	(1) Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount
<b>Eckerson's Second Addition</b>									
Randgaard, Gary D. and Sherry M.	Lot 1, Block 1	31-1773-901	1135 Schaap Drive	Schaap Drive	102.5 '	\$38.7076	\$3,967.53		
Nerem, David K.	Lot 2, Block 1	31-1773-902	1155 Schaap Drive	Schaap Drive	97 '	\$38.7076	\$3,754.64		
Aggen, Elwin J. and Jan	Lot 3, Block 1	31-1773-903	1185 Schaap Drive	Schaap Drive	91.7 ' 55	\$38.7076 \$38.7076	\$3,549.49 \$2,128.92	55 ' \$2,128.92	
					146.7		\$5,678.41		
Eckerson, Dale N. and Gertrude	Lot 1, Block 2	31-1773-904	1140 Schaap Drive	Schaap Drive	102.5 '	\$38.7076	\$3,967.53		
Staples, Richard L. and Newkirk, Richele A.	Lot 2, Block 2	31-1773-905	1150 Schaap Drive	Schaap Drive	85 '	\$38.7076	\$3,290.15		
Schroeder, Todd W. and Schroeder, Kimberly A.	Lot 3, Block 2	31-1773-906	1160 Schaap Drive	Schaap Drive	95 '	\$38.7076	\$3,677.22		
Mullaney, Brian A., and Mullaney, Kathleen S.	Lot 4, Block 2	31-1773-907	1170 Schaap Drive	Schaap Drive	115.5 '	\$38.7076	\$4,470.73		
Faragher, Joyce M.	Lot 5, Block 2	31-1773-908	1180 Schaap Drive	Schaap Drive	121.9 '	\$38.7076	\$4,718.46		
Vander Kooi, John W. and Vander Kooi, Gertrude K.	Lot 6, Block 2	31-1773-909	1190 Schaap Drive	Schaap Drive	95 ' 4,109.8	\$38.7076	\$3,677.22 \$127,932.66		
<b>TOTAL ESTIMATED ASSESSMENT</b>								<b>641.5 '   \$18,349.74</b>	

- (1) Proposed assessable units of adjusted frontage in feet  
(2) Full rate  
(3) Reduced rate due to reduced pavement life (19 of 20 years)

# Hearing on Proposed Improvement

## 2016 Street Reconstruction -- BITUMINOUS OPTION

### All Streets Summary

March 28, 2016

	Darling Drive	Hagge Street	Schaap Drive	Total
<b>Estimated Base Rate Determining Cost</b>	<b>\$37,050.00</b>	<b>\$33,850.00</b>	<b>\$78,650.00</b>	<b>\$149,550.00</b>
Proposed Residential Rate Determining Frontage <sup>(1)</sup>	960.0	1,843.0	2,031.9	4,834.9
<b>Estimated Assessable Base Rate per Foot</b>	<b>\$38.5938</b>	<b>\$18.3668</b>	<b>\$38.7076</b>	
Proposed Reduction due to Reduced Pavement Life <sup>(3)</sup>		N/A	N/A	
Proposed Percentage	5.00%			
Estimated Residential Rate Reduction	(\$1.9297)			
Estimated Additional Institutional Rate Reduction				
<b>Estimated Assessable Reduced Rate per Foot</b>	<b>\$36.6641</b>	N/A	N/A	
<b>Property Owner Share of Improvement Cost</b>				
Assessable Frontages	710.0	1,477.9	1,921.9	4,109.8
<b>Estimated Total Assessments Receivable</b>	<b>\$26,396.22</b>	<b>\$27,144.27</b>	<b>\$74,392.17</b>	<b>\$127,932.66</b>
	17.69%	11.36%	26.15%	19.02%
<b>City Share of Improvement Cost</b>				
<u>Non-Assessable</u>				
1) <u>Rate Determining Costs</u>				
a) Proposed Non-Assessable Rate Determining Frontages for Lot Allowances and Estimated Amounts	230.0	301.5	110.0	641.5
	\$8,554.31	\$5,537.59	\$4,257.84	\$18,349.74
b) Proposed Public Right-of-way Frontages and Estimated Amounts	20.0	63.6	0.0	83.6
	\$771.88	\$1,168.13	\$0.00	\$1,940.01
c) Estimated Cost Due to Reduced Pavement Life Assessable Rate Reduction	\$1,327.63	N/A	N/A	\$1,327.63
d) Rounding Adjustment	(\$0.04)	\$0.01	(\$0.01)	(\$0.04)
Sub-total Rate Determining Non-Assessable	\$10,653.78	\$6,705.73	\$4,257.83	\$21,617.34
2) <u>Non-Rate Determining Costs</u>				
a) Estimated Center 24'	\$107,350.00	\$187,850.00	\$186,200.00	\$481,400.00
b) Estimated Designated Non-Assessable <sup>(2)</sup>	\$950.00	\$17,250.00	\$19,650.00	\$37,850.00
c) Estimated Cost Due to Collector Street Design along Residential Use properties	\$3,900.00	N/A	N/A	\$3,900.00
Sub-total Non-Rate Determining Non-Assesable Cost	\$112,200.00	\$205,100.00	\$205,850.00	\$523,150.00
Estimated Total City Share of Non-Assessable Cost	\$122,853.78	\$211,805.73	\$210,107.83	\$544,767.34
<u>Assessable</u>				
Proposed Assessable Frontages and Estimated Assessment Amounts	N/A	N/A	N/A	
	N/A	N/A	N/A	
<b>Estimated Total City Share of Improvement</b>	<b>\$122,853.78</b>	<b>\$211,805.73</b>	<b>\$210,107.83</b>	<b>\$544,767.34</b>
	82.31%	88.64%	73.85%	80.98%
<b>Estimated Total Cost of Improvement</b>	<b>\$149,250.00</b>	<b>\$238,950.00</b>	<b>\$284,500.00</b>	<b>\$672,700.00</b>

(1) Proposed assessable units of adjusted frontage in feet.

(2) Cost of aggregate salvage and/or pedestrian ramp reconstruction/upgrade

(3) Reduced rate due to reduced pavement life (19 of 20 years)

Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Concrete Option  
Estimated Assessment Roll

					(1)					
Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount	
DARLING DRIVE	<u>Auditor's Plat of Part of the W1/2 of the SW1/4 of Section 13-T102N-R40W</u>									
	Stately Manor Associates	A 2 acre tract in part of Lots 1, 2, and 3 as described in Document No. 231746	31-0605-300	1505 and 1515 Darling Drive	Darling Drive	67.7 ' 122.3 ' 190 '	\$42.9688 (2) \$40.8204 (3)	\$2,908.99 \$4,992.33		
	Brittany Associates of Worthington	A 1.5 acre tract in part of Lots 1, 2, and 3 as described in Document No. 222167	31-0605-400	1525 and 1535 Darling Drive	Darling Drive	58.3 '	\$42.9688 (2)	\$2,505.08		
	Prairie View Limited Partnership	The east 231.7' of Lots 1, 2, and 3; and a 2.09 acre tract in the NE1/4 of the SW1/4 of Section 13-T102N-R40W as described in Document No. 260600	31-0608-000	1545 through 1627 Darling Drive	Darling Drive	231.7 '	\$40.8204 (3)	\$9,458.09		
	American Reformed Church	<u>Darling's Second Addition</u>								
		Lots 1 and 2, Block 2; and vacated un-named north/south street in said subdivision; and that portion of vacated Cecilee Street in Darling's First Addition lying north of Lot 11, Block 1 of Darling's First Addition; Together with Lots 5 - 8, except the easterly 20' of said lots, of Auditor's Plat of Part of the W1/2 of the SW1/4 of Section 13-T102N-R40W	31-1526-500; 31-0611-000	1720 Burlington Avenue	Darling Drive Darling Drive	63 ' 167 ' 230 '	\$42.9688 (2) \$40.8204 (3)	\$2,707.03 \$6,817.01	63 ' 167 '	\$2,707.03 \$6,817.01
							\$9,524.04		\$9,524.04	
	HAGGE STREET	<u>Auditor's Plat of Hagge's Addition</u>								
		Haugen, Donald R. and Janet M.	Lot 4, Block A	31-1895-000	1041 Diagonal Rd	Hagge St	64.2 '	\$21.6766	\$1,391.64	64.1 ' \$1,389.47
		Terhaar, Patricia L. and Terhaar, Richard S.	Lot 5, Block A	31-1896-000	1103 Diagonal Rd	Hagge St	57 '	\$21.6766	\$1,235.57	56.9 ' \$1,233.40
		Phillips, Brett B.	Lot 8, Block A	31-1899-000	225 Hagge St	Hagge St	44.9 '	\$21.6766	\$973.28	
		Munoz, Emma, et al	Lots 9 and 10, Block A; and Lot 1, Block 1, Stangeland's Addition	31-1900-000	221 Hagge St	Hagge St	96.3 '	\$21.6766	\$2,087.46	
		Lozano, Maria G.	Lot 13, Block A	31-1901-000	224 Hagge St	Hagge St	55.8 '	\$21.6766	\$1,209.55	
		Kuhl, Louis C. and Catherine L.	Lot 14, Block A	31-1902-000	228 Hagge St	Hagge St	60.7 '	\$21.6766	\$1,315.77	
		<u>Stangeland's Addition</u>								
		Leovan, Sonh and Soan	Lot 2, Block 1	31-3462-000	213 Hagge St	Hagge St	60 '	\$21.6766	\$1,300.60	
		Feeken, Robert L and Jorita A.	Lot 3, Block 1	31-3463-000	205 Hagge St	Hagge St	60 '	\$21.6766	\$1,300.60	
		Batres, Juan J. Rivas	Lot 4, Block 1	31-3464-000	201 Hagge St	Hagge St	61.6 '	\$21.6766	\$1,335.28	

Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Concrete Option  
Estimated Assessment Roll

	Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	(1) Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount
HAGGE STREET	Hintgen, James A. and Sherdyth A	Lot 5, Block 1	31-3464-500	--- Hagge St	Hagge St	55 '	\$21.6766	\$1,192.21		
	Brandt, Michael W. and Marie A.	Lot 6, Block 1	31-3465-000	125 Hagge St	Hagge St	60 '	\$21.6766	\$1,300.60		
	Miranda, Miguel A. and Lucia	Lot 7, Block 1	31-3466-000	121 Hagge St	Hagge St	60 '	\$21.6766	\$1,300.60		
	Trevino, Larry and Godoy, Karen Y cfd from Johnson, Judith A.	Lot 8, and the east 25' of Lot 9, Block 1	31-3467-000	117 Hagge St	Hagge St	85 '	\$21.6766	\$1,842.51		
	Fricke, Allan A. and Delores M.	Lot 9, except the east 25', and all of Lot 10, Block 1	31-3468-000	105 Hagge St	Hagge St	65 '	\$21.6766	\$1,408.98	65 '	\$1,408.98
	Cortez, Samuel and Bautista, Beatriz	Lot 1, Block 2	31-3469-000	212 Hagge St	Hagge St	68.9 '	\$21.6766	\$1,493.52		
	Johnson, Aaron L. and Davis, Jodie M.	Lot 2, Block 2	31-3470-000	206 Hagge St	Hagge St	77 '	\$21.6766	\$1,669.10		
	Sailor, Craig A.	Lot 3, Block 2	31-3471-000	200 Hagge St	Hagge St	77 '	\$21.6766	\$1,669.10		
	Reynaga, Nohelia A. Hernandez	The north 100' of Lot 8, Block 2	31-3476-000	216 Hagge St	Hagge St	50 '	\$21.6766	\$1,083.83		
	Reynaga, Margarito Hernandez	Lot 9, Block 2	31-3477-000	220 Hagge St	Hagge St	50 '	\$21.6766	\$1,083.83		
	Fields, Raymond E. and Fields, Katherine E.	Lot 1, Block 3	31-3484-000	128 Hagge St	Hagge St	77 '	\$21.6766	\$1,669.10		
	Martinez, Eri Daniel Segura	Lot 3, Block 3	31-3486-000	116 Hagge St	Hagge St	77 '	\$21.6766	\$1,669.10		
	Melendez, Eneyda C.	Lot 4, Block 3	31-3487-000	108 Hagge St	Hagge St	77 '	\$21.6766	\$1,669.10		
	Hill, Stephen A. and Hill, Linda R.	Lot 5, Block 3	31-3488-000	100 Hagge St	Hagge St	38.5 '	\$21.6766	\$834.55	38.5 '	\$834.55
SCHAAP DRIVE	Onnog, Chirawong	Lots 2 and 9, Block 3	31-3492-000	119 Clary St	Hagge St	0 '	\$21.6766	\$0.00	77 '	\$1,669.10
	<b>Eckerson's First Addition</b>									
	Kuhl, Kristopher R. and Melanie	Lot 1, Block 1	31-1773-100	1370 Schaap Drive	Schaap Drive	102.5 '	\$48.5506	\$4,976.44		
	Harberts, Mary K.	Lot 2, Block 1	31-1773-200	1330 Schaap Drive	Schaap Drive	85 '	\$48.5506	\$4,126.80		
	Onnen, Wallace L. and Myra K.	Lot 3, Block 1	31-1773-300	1280 Schaap Drive	Schaap Drive	95 '	\$48.5506	\$4,612.31		
	Schaap, Arthur and Lorraine	Lot 4, Block 1	31-1773-400	1260 Schaap Drive	Schaap Drive	115.3 '	\$48.5506	\$5,597.88		
	Olson, Kieth and Marjorie	Lot 5, Block 1	31-1773-500	1220 Schaap Drive	Schaap Drive	121.9 '	\$48.5506	\$5,918.32		
	Rehborg, Calvin C. and Ruth E., as Trustees	Lot 6, Block 1	31-1773-600	1200 Schaap Drive	Schaap Drive	95 '	\$48.5506	\$4,612.31		
	Rachuy, Howard E.	Lot 1, Block 2	31-1773-700	1373 Schaap Drive	Schaap Drive	102.5 '	\$48.5506	\$4,976.44		
	Rubis, Steve C. and Jolene C.	Lot 2, Block 2	31-1773-800	1331 Schaap Drive	Schaap Drive	97 '	\$48.5506	\$4,709.41		
	Polzine, Ronald H. and Polzine, LaVonne S., as Trustees	Lot 3, Block 2	31-1773-900	1255 Schaap Drive	Schaap Drive	91.6 '	\$48.5506	\$4,447.23		
					Schaap Drive	55 '	\$48.5506	\$2,670.28	55 '	\$2,670.28
						146.6 '		\$7,117.51		

Hearing on Proposed Improvements  
2016 Street Reconstruction  
March 28, 2016

Concrete Option  
Estimated Assessment Roll

Property Owner	Legal Description	County Tax Parcel id	Property Address	Abutting Street	(1) Assessable Units	Estimated Assessable Rate	Estimated Assessment Amount	Rate Determining Lot Allowance Frontage	Rate Determining Lot Allowance Amount
<b>Eckerson's Second Addition</b>									
SCHAAP DRIVE	Randgaard, Gary D. and Sherry M.	31-1773-901	1135 Schaap Drive	Schaap Drive	102.5 ' 1	\$48.5506	\$4,976.44		
	Nerem, David K.	31-1773-902	1155 Schaap Drive	Schaap Drive	97 ' 1	\$48.5506	\$4,709.41		
	Aggen, Elwin J. and Jan	31-1773-903	1185 Schaap Drive	Schaap Drive	91.7 ' 1	\$48.5506	\$4,452.09		
				Schaap Drive	55 ' 1	\$48.5506	\$2,670.28	55 ' 1	\$2,670.28
					146.7 ' 1		\$7,122.37		
	Eckerson, Dale N. and Gertrude	31-1773-904	1140 Schaap Drive	Schaap Drive	102.5 ' 1	\$48.5506	\$4,976.44		
	Staples, Richard L. and Newkirk, Richele A.	31-1773-905	1150 Schaap Drive	Schaap Drive	85 ' 1	\$48.5506	\$4,126.80		
	Schroeder, Todd W. and Schroeder, Kimberly A.	31-1773-906	1160 Schaap Drive	Schaap Drive	95 ' 1	\$48.5506	\$4,612.31		
	Mullaney, Brian A., and Mullaney, Kathleen S.	31-1773-907	1170 Schaap Drive	Schaap Drive	115.5 ' 1	\$48.5506	\$5,607.59		
	Faragher, Joyce M.	31-1773-908	1180 Schaap Drive	Schaap Drive	121.9 ' 1	\$48.5506	\$5,918.32		
	Vander Kooi, John W. and Vander Kooi, Gertrude K.	31-1773-909	1190 Schaap Drive	Schaap Drive	95 ' 1	\$48.5506	\$4,612.31		
<b>TOTAL ESTIMATED ASSESSMENT</b>					<b>4,109.8</b>		<b>\$154,733.82</b>	<b>641.5 ' 1</b>	<b>\$21,400.10</b>

- (1) Proposed assessable units of adjusted frontage in feet  
(2) Full rate  
(3) Reduced rate due to reduced pavement life (19 of 20 years)

# Hearing on Proposed Improvement

## 2016 Street Reconstruction -- CONCRETE OPTION

### All Streets Summary

March 28, 2016

	Darling Drive	Hagge Street	Schaap Drive	Total
<b>Estimated Base Rate Determining Cost</b>	<b>\$41,250.00</b>	<b>\$39,950.00</b>	<b>\$98,650.00</b>	<b>\$179,850.00</b>
Proposed Residential Rate Determining Frontage <sup>(1)</sup>	960.0	1,843.0	2,031.9	4,834.9
<b>Estimated Assessable Base Rate per Foot</b>	<b>\$42.9688</b>	<b>\$21.6766</b>	<b>\$48.5506</b>	
Proposed Reduction due to Reduced Pavement Life <sup>(3)</sup>		N/A	N/A	
Proposed Percentage	5.00%			
Estimated Residential Rate Reduction	(\$2.1484)			
<b>Estimated Assessable Reduced Rate per Foot</b>	<b>\$40.8204</b>	N/A	N/A	
<b>Property Owner Share of Improvement Cost</b>				
Assessable Frontages	710.0	1,477.9	1,921.9	4,109.8
<b>Estimated Total Assessments Receivable</b>	<b>\$29,388.53</b> 17.69%	<b>\$32,035.88</b> 9.81%	<b>\$93,309.41</b> 26.55%	<b>\$154,733.82</b> 18.33%
<b>City Share of Improvement Cost</b>				
<u>Non-Assessable</u>				
1) <u>Rate Determining Costs</u>				
a) Proposed Non-Assessable Rate Determining Frontages for Lot Allowances and Estimated Amounts	230.00	301.5	110.0	641.5
	\$9,524.04	\$6,535.50	\$5,340.56	\$21,400.10
b) Proposed Public Right-of-way Frontages and Estimated Amounts	20.0	63.6	0.0	83.6
	\$859.38	\$1,378.63	\$0.00	\$2,238.01
c) Estimated Cost Due to Reduced Pavement Life Assessable Rate Reduction	\$1,478.10	N/A	N/A	\$1,478.10
d) Rounding Adjustment	(\$0.05)	(\$0.01)	\$0.03	(\$0.03)
Sub-total Rate Determining Non-Assessable	\$11,861.47	\$7,914.12	\$5,340.59	\$25,116.18
2) <u>Non-Rate Determining Costs</u>				
a) Estimated Center 24'	\$110,000.00	\$248,350.00	\$225,650.00	\$584,000.00
b) Estimated Designated Non-Assessable <sup>(2)</sup>	\$3,250.00	\$38,250.00	\$27,200.00	\$68,700.00
c) Estimated Cost Due to Collector Street Design along Residential Use properties	\$11,600.00	N/A	N/A	\$11,600.00
Sub-total Non-Rate Determining Non-Assesable Cost	\$124,850.00	\$286,600.00	\$252,850.00	\$664,300.00
Estimated Total City Share of Non-Assessable Cost	\$136,711.47	\$294,514.12	\$258,190.59	\$689,416.18
<u>Assessable</u>				
Proposed Assessable Frontages and Estimated Assessment Amounts	N/A	N/A	N/A	
	N/A	N/A	N/A	
<b>Estimated Total City Share of Improvement</b>	<b>\$136,711.47</b> 82.31%	<b>\$294,514.12</b> 90.19%	<b>\$258,190.59</b> 73.45%	<b>\$689,416.18</b> 81.67%
<b>Estimated Total Cost of Improvement</b>	<b>\$166,100.00</b>	<b>\$326,550.00</b>	<b>\$351,500.00</b>	<b>\$844,150.00</b>

(1) Proposed assessable units of adjusted frontage in feet.

(2) Cost of aggregate salvage and/or pedestrian ramp reconstruction/upgrade and/or change castings

(3) Reduced rate due to reduced pavement life (19 of 20 years)

**WORK ORDER No. 5  
TO  
PROFESSIONAL SERVICES CONTRACT  
CONSTRUCTION ADMINISTRATION SERVICES**

**FOR**

**TAXIWAY C CRACK REPAIR & SEAL COAT**

**BETWEEN:** The City of Worthington,  
A Minnesota municipal corporation **(SPONSOR)**

**AND:** Bolton & Menk, Inc. **(CONSULTANT)**

**EFFECTIVE DATE:** March 28, 2016

**RECITALS**

1. City owns and operates the Worthington Municipal Airport located in Worthington, Minnesota
2. This is Work Order No. 5 to the Professional Services Contract, between City and Bolton & Menk, Inc. The Professional Services Contract effective April 14, 2014 is referred to herein as the “**Master Agreement**”.

**AGREEMENT**

The Consultant agrees to provide Design, Bid Administration, and Construction Administration services all required for the Taxiway C Crack Repair and Seal Coat project at the Worthington Municipal Airport herein referred to as the “**Project**”.

**I.A. BASIC SERVICES**

**PROJECT DESCRIPTION**

The MnDOT Office of Aeronautics completed a pavement evaluation in 2012 at the Worthington Municipal Airport. Pavements were evaluated using the Pavement Condition Index (PCI) procedure. The report rated Taxiway C as being “very good” with a PCI rating of 90. Distresses identified include longitudinal and transverse cracking, and alligator cracking. A field inspection of the pavement indicated the transverse control joints have begun to show signs of “cupping”.

Taxiway C was originally constructed in 2006. In order for Taxiway C to continue to perform at a high level, routine pavement maintenance is recommended. The project will involve crack rout and sealing of the L & T and alligator cracks, repair of the transverse and longitudinal control joints, and the application of an emulsified asphalt seal coat.

## PROJECT SCOPE

For purposes of this Work Order, the Basic Services to be provided by the Consultant are as follows:

### TASK 1: DESIGN & BID ADMINISTRATION

#### 1.1 Project Scoping

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor.

Consultant shall coordinate with the Sponsor, FAA, MN/DOT, subconsultants, and other applicable agencies to complete the work elements in Task 1.

#### 1.2 Construction Safety and Phasing Plan (CSPP)

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), through FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

#### 1.3 Prepare Preliminary Plans, Specifications, and Cost Estimate

Consultant will prepare preliminary plans. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project.

Consultant will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by FAA specifications.

Consultant will assemble preliminary contract documents including instruction to bidders, proposal, equal opportunity clauses, construction clauses, construction contract agreement, performance bond, payment bond, bid bond, State Requirements, Federal Requirements, bid schedule, wage rates, and general provisions.

Consultant shall prepare preliminary construction cost estimate.

#### 1.4 Final Plans, Specifications, and Cost Estimate

Consultant shall submit 90% plans, specifications, and cost estimate to the Sponsor for review. One (1) telecom design review meeting will be held to review the bidding documents and discuss Sponsor comments.

A final set of plans, specifications, and cost estimate will be prepared which incorporates revisions, modifications, and corrections determined during the Sponsors review.

#### 1.5 Prepare Advertisement for Bids

Required advertisement dates, and bidding dates will be established. Consultant will submit a copy to the Sponsor for distribution to local and selected publications of the project. The Sponsor shall pay for the associated cost of advertising.

#### 1.6 Project Meetings

Consultant will prepare for one (1) joint meeting with the FAA and MN/DOT for the purpose of discussing the proposed project. The Consultant will also provide concept plan sheets to the Sponsor and communicate via a telecom to discuss the progress of the project.



**1.7 Furnish Bid Documents**

Consultant shall prepare, reproduce, and distribute 10 sets of bidding documents for the project. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). The Consultant shall keep a current list of plan holders and distribute this to interested parties upon request. This task also includes coordination required to facilitate these requests.

**1.8 Respond to Bidders Questions**

During the bidding process, Consultant will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

**1.9 Prepare and Distribute Addendums**

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the State. Addenda will be made available to the plan holders either through mail, electronic mail, hand delivering or via facsimile transmission. Any addenda that are generated as a sole result of the Sponsors error or omission will be considered as extra services and Consultant shall be reimbursed for this effort as an amendment to this contract.

**1.10 Bid Review and Bid Tabulation**

Consultant shall not conduct a pre-bid conference nor attend the bid opening.

Consultant shall advise the Sponsor as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. Consultant shall input the as-bid unit prices into the spreadsheet and to verify mathematical computations of the bids. Consultant will then provide recommendations to the Sponsor as to the name of the apparent low bidder.

**1.11 Prepare Recommendation for Award**

Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids as submitted. If rejection is recommended, Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made Consultant will distribute the bid tabulations on request of the Sponsor.

**1.12 Prepare Grant Application**

Consultant shall prepare the Federal Grant Application after project design has been completed and the bids accepted. Consultant shall submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, Consultant will forward copies to the FAA for further processing.

## **TASK 2. CONSTRUCTION MANAGEMENT**

### **2.1 Pre-Construction Meeting**

Consultant will arrange for and conduct the pre-construction meeting. The Project Manager and the Resident Project Representative will establish this meeting to review Local, State, Federal Aviation Administration (FAA) and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Sponsor/Owner, Mn/DOT Aeronautics (if available), Subconsultants, FAA DMA-ADO (if available), Contractor, Subcontractors and utility companies. This task will include:

- Scheduling the meeting, sending invitations, providing meeting materials and pre-meeting exhibit and material preparation.
- Obtain and review the project construction schedules from the contractor or contractors prior to presentation at the preconstruction meeting. The Owner should be provided copies of all construction schedules.
- Prior to preconstruction meeting, furnish the name of the Project Engineer with qualifications for approval by the Owner. Project Engineer means Engineer as defined in Section 10 (Section 10-18) of the General Provisions of the construction documents.
- Preside at the preconstruction meeting, prepare a detailed record of the meeting and submit to the Owner and all participants.
- Provide Contractor with a list of required submittals to be provided by Contractor and discussed at the meeting.
- Provide Contractor with additional copies of Construction Documents and digital data (Project Drawings) as requested.

### **2.2 Prepare Contract Manuals**

The Consultant is required to check that the construction contracts are in order, verify Contractor has met DBE goals (or made valid good faith effort), Contractor has provided proof of insurance, the bonds have been completed, and the Owner, Contractor and applicable Agencies has been provided with adequate copies of the executed Contract Manual to include the Agreement and all addenda.

The Plans will be updated to include all addenda items issued during bidding as necessary and adequate copies provided to the Contractor. Clerical will prepare the quantity sheets, field book, testing sheets, construction report format, etc. for use by the RPR.

### **2.3 Construction Management**

The Consultant will provide Construction Administration Services the scope of which is based on the following:

- The Consultant and Sponsor agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications,

including necessary general supervision of Resident Project Representative Services authorized by the Client.

- The Consultant and Sponsor agree that the Construction Engineering Services provided by the Consultant may actually be required to continue and exceed beyond the construction time element stated in the Client's agreement with the construction Contractor. When the extent of these construction services beyond the control of the Consultant occurs, the Client agrees that Consultant will be reimbursed for additional Construction Engineering Services in excess of the specified construction time period at a mutually acceptable fee negotiated at the time all the pertinent circumstances are known.
- Nothing herein shall be construed as imposing upon the Consultant's responsibility for the construction means, methods, techniques, sequences, safety programs, and procedures used by contractors.
- The Consultant agrees that Resident Project Representative services furnished under this Contract shall be to observe the work and to determine compliance with the plans and specifications, including representing the Client in coordination of construction activities among contractors and between contractors and utilities, and to accommodate the reasonable requirements of the Client on and around areas of construction.
- When the Consultant is on the site, documentation will be maintained regarding construction progress and delays, quantities and percentages of work, tests performed, observations made and work accepted, problems encountered and instructions given to contractors, field changes and adjustments approved, and other records required or otherwise necessary to maintain a record of the work.

The Consultant agrees to provide Construction Administration Services that include the following:

- Check and monitor construction activities and certify that all project work completed under observation of the Resident Project Representative is in substantial compliance with the plans, specifications and contract documents including any modifications by Change Order or otherwise, that all required tests were performed, and that such work is recommended for acceptance.
- Provide interpretation of plans and specifications as requested.
- Supervise and coordinate Subconsultant contracts for field observation and testing.
- Review shop drawings and certificates submitted by contractors for compliance with design concepts, as required by the applicable sections of the technical specifications.
- Review all periodic and final pay requests and explanation of variation between
- Contract and final quantities prepared by Resident Project Representative. Coordinate Contractor approval and signature and submit to Client for approval.

- Review weekly Construction Progress and Inspection Reports (FAA Form 5370-1) as prepared by Resident Project Representative and submit to Owner and applicable Agencies.
- Prepare, review and process Field Orders, Change Orders to include a cost estimate, cost/price analysis, record of negotiations, review and evaluation of “Contractor’s Request for Extension of Contract Time” and make recommendations regarding approval to the Client. Notify the Contractor that no work can start until approved by the Client.
- Coordinate and meet with the Client for consultation and advice during construction to include conducting construction progress meetings. Coordinate with Owner’s Representative including:
- Review and evaluate “Contractor’s Request for Extension of Contract Time” and submit recommendations to the Client.
- Meet with the Client for consultation and advice during construction.
- Coordinate on-site inspections of construction as requested. Make recommendations for acceptance or modification of work.
- Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by the Resident Project Representative and/or Subconsultants.
- Maintain record drawings from redline or working drawings prepared by Resident Project Representative as accumulated during the course of construction to show “Record Drawing” conditions.
- Retain and review payroll reports of each contractor and subcontractor and monitor Contractor’s compliance with paying employees as per established State Prevailing Wages and/or Federal Davis Bacon requirements.
- Monitor Contractor’s compliance with Disadvantage Business Enterprise (DBE) program (i.e. determine that the firms on the job are as stated in the plan. Determine that the volume of work and equipment used complies with the plan.) Report deviations to the Sponsor.

#### **2.4 Resident Project Representative Services**

The Sponsor as part of this agreement authorizes Resident Engineering Services and the Consultant agrees to provide a Resident Project Representative, materials acceptance testing, and staking services in the execution of the Construction Engineering Services for the project work. The Sponsor and Consultant agree that the Consultant may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent

part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

For this Project **Full-Time Resident Project Representative** services will be provided. It is anticipated the Project will be completed within **10 Working Days**. This will involve ten (10) trips by the RPR.

Resident Project Representative Services shall be completed in accordance with the following:

- Coordinate with the Testing Subconsultant to perform acceptance tests required to be provided by the Client in the construction Contract Documents.
- Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods.
- Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
- Evaluate and discuss potential Field Orders and Change Orders with the Contractor as necessary.
- Evaluate possible material substitutions as requested by the Contractor.
- Prepare, process and distribute to Project Engineer weekly Construction Progress and Inspection Reports (FAA Form 5370-1).
- Measure and compute as-built quantities of all materials incorporated in the work and items of work completed, and maintain an item record account.
- Prepare periodic Pay Requests for review by the Project Engineer and Contractor.
- Monitor the contractor's compliance with airport operations to include coordination with airport manager, hangar owners and airport users and with the Construction Safety Phasing Plan (CSPP).
- Attend and participate in construction progress meetings.
- Coordinate the necessary construction staking/layout schedule as needed by the Contractor.
- Perform other services as reasonably required by the Client and as outlined in the Contract Documents.

## 2.5 Final Inspection and Documentation

The Consultant will schedule and conduct a final inspection with the Sponsor, Contractor, State and FAA representatives to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.

The Consultant will prepare a punch list correspondence including the deficient items and will forward this correspondence to the Contractor requiring correction of the items and request a schedule for completion. The Consultant will send a copy to the Sponsor and include a copy in the Grant Closeout Report.

Once all of the punch list items have been completed to the satisfaction of the Sponsor, State and FAA, the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report. Assemble documentation for the project closeout report once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for closeout.

## 2.6 As-Built Plans

The project team will collaboratively assemble a set of as-built plans for the project. The as-built plans will include field constructed conditions included as part of this Project including any field surveying required to compute final quantities and the drawings will become record information. The Consultant shall provide Owner with two (2) sets of reproducible “Record Drawings” in both digital and hardcopy format.

## 2.7 Project Closeout

Consultant shall prepare the FAA Project Financial Closeout Forms and Report and submit to the Sponsor for submittal at the conclusion of the project.

## I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.A. shall not be considered part of the Basic Services and may be authorized by the Sponsor as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

- Additions to the project outside of this scope.
- Additional Field Investigation required beyond those specified.
- Completion of additional special studies not identified in Section I.A.
- Periodic completion of grant reimbursement requests (i.e. Credit Applications).
- Attendance of additional meetings beyond those identified in the above scope.
- All other services not specifically identified in Section I.A.

**I.C. CONSIDERATION**

The services described above in Section I.A. BASIC SERVICES shall be provided on an **ACTUAL COST, NOT TO EXCEED** basis as follows:

TASK 1 – DESIGN & BID ADMINISTRATION	\$ 15,064.00
TASK 2 – CONSTRUCTION ADMINISTRATION	\$ 19,936.00
<b>TOTAL AUTHORIZED FEE</b>	<b>\$ 35,000.00</b>

Progress payments shall be made in accordance with the Attached Fee Schedule and Section III of the Master Agreement.

**I.D. SCHEDULE**

The consulting services authorized under Section I.A. will be performed under the following schedule or as authorized by the CLIENT as the BASIC SERVICES proceed.

<b>TASK</b>	<b>TASK</b>	<b>DATE</b>
1	DESIGN & BID ADMINISTRATION	April – June, 2016
2	CONSTRUCTION ADMINISTRATION	August-September, 2016*

\* Contingent upon receipt of Federal Grant.

**I.E. AUTHORIZATION**

**City of Worthington, Minnesota**

**Bolton & Menk, Inc.**

By: \_\_\_\_\_  
Mr. Mike Kuhle  
Mayor

By: \_\_\_\_\_  
Ronald A. Roetzel, P.E.  
Principal / Aviation Services Manager

Attest: \_\_\_\_\_  
Ms. Janice Oberloh  
City Clerk

# DETAILED WORK PLAN

## ESTIMATED PERSON-HOURS AND FEES

SPONSOR: WORTHINGTON MUNICIPAL AIRPORT  
PROJECT: TAXIWAY C EXTENSION  
BMT PROJECT No.:  
CONSULTANT: BOLTON & MENK, INC.

### WORK ORDER NO. 5 DESIGN, BID ADMINISTRATION, & CONSTRUCTION ADMINISTRATION SERVICES

BOLTON & MENK, INC.	Engineering Fee
TASK 1 - DESIGN & BID ADMINISTRATION SERVICES	\$15,064.00
TASK 2 - CONSTRUCTION ADMINISTRATION	\$19,936.00
<b>TOTAL WORK ORDER NO.5</b>	<b>\$35,000.00</b>

Item No.		Principal/Senior Project Manager \$175.00	Project Manager \$140.00	Project Engineer \$100.00	Engineering Technician \$95.00	Licensed Land Surveyor \$110.00	Airport Planner \$140.00	Clerical \$75.00	Total Hours	Cost Summary
TASK 1 - DESIGN & BID ADMINISTRATION SERVICES										
1.1	Project Scoping	0	2	0	0	0	0	0	2	\$280.00
1.2	Construction Safety and Phasing Plan (CSPP)	0	2	4	2	0	0	0	8	\$870.00
1.3	Prepare Preliminary Plans, Specifications, and Cost Estimate	0	8	24	16	0	0	8	56	\$5,640.00
1.4	Final Plans, Specifications, and Cost Estimate	0	4	16	8	0	0	8	36	\$3,520.00
1.5	Prepare Advertisement for Bids	0	2	0	0	0	0	4	6	\$580.00
1.6	Project Meetings	0	4	0	0	0	0	0	4	\$560.00
1.7	Furnish Bid Documents	0	1	0	0	0	0	8	9	\$740.00
1.8	Respond to Bidders Questions	0	4	0	0	0	0	0	4	\$560.00
1.9	Prepare and Distribute Addendums	0	2	0	0	0	0	2	4	\$430.00
1.10	Bid Review and Bid Tabulation	0	2	0	0	0	0	2	4	\$290.00
1.11	Prepare Recommendation for Award	0	1	0	0	0	0	2	3	\$290.00
1.12	Prepare Grant Application	0	4	0	0	0	0	4	8	\$860.00
	Estimated Total Man-hours	0	36	44	26	0	0	38	144	
	Summary Costs	\$0.00	\$5,040.00	\$4,400.00	\$2,470.00	\$0.00	\$0.00	\$2,850.00		
Expenses										
	Mileage	0	330	0	150	0	0	0	480	\$259.00
	Lodging	0	0	0	0	0	0	0	0	\$0.00
	Meals	0	2	0	1	0	0	0	3	\$45.00
	Total Expenses									\$304.00
TASK 1 - DESIGN & BID ADMINISTRATION SERVICES										
Total Expenses										
\$15,064.00										
TASK 2 - CONSTRUCTION ADMINISTRATION										
2.1	Pre-Construction Meeting	0	8	0	4	0	0	1	13	\$1,575.00
2.2	Prepare Contract Manuals	0	0	0	0	0	0	4	4	\$300.00
2.3	Construction Management	0	16	0	0	0	0	4	20	\$2,540.00
2.4	Resident Project Representative Services									
	Number of Days	0	0	0	10	0	0	0		
	Hours per Day	10	10	10	10	10	10	10		
	Total Hours	0	0	0	100	0	0	0	100	\$9,500.00
2.5	Final Inspection and Documentation	0	4	0	4	0	0	4	12	\$1,240.00
2.6	As-Built Plans	0	1	0	4	0	0	2	7	\$670.00
2.7	Project Closeout	0	8	0	0	0	0	24	32	\$2,920.00
	Estimated Total Man-hours	0	37	0	112	0	0	39	188	
	Summary Costs	\$0.00	\$5,180.00	\$0.00	\$10,640.00	\$0.00	\$0.00	\$2,925.00		
Expenses										
	Mileage	0	400	0	1500	0	0	0	1900	\$1,026.00
	Lodging	0	0	0	0	0	0	0	0	\$0.00
	Meals	0	1	0	10	0	0	0	11	\$165.00
	Total Expenses									\$1,191.00
TASK 2 - CONSTRUCTION ADMINISTRATION										
\$19,936.00										



**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: MARCH 10, 2016**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1. PRELIMINARY PLAT - DAVIS ADDITION**

Larry Davis is seeking preliminary plat approval for a 6 lot residential subdivision to be known as Davis Addition. The proposed subdivision is located on Darling Drive approximately 430 feet east of Burlington Avenue (Exhibit 1A) on a 1.52 acre tract of land the applicant is purchasing from American Reformed Church. A reduced scale of the preliminary plat is included in Exhibit 1B.

The Planning Commission considered the preliminary plat at its March 8, 2016 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council approve the preliminary plat of Davis Addition subject to the following conditions:

1. The applicant finalize the acquisition of the subject property prior to the submittal of the final plat.
2. The plat be revised to include the following easements : a 10' easement along the west property line of all 6 lots and an 8' easement along the north property line of Lot 4, Block 1.

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

1. As illustrated on the preliminary plat, the proposed subdivision will establish 6 lots for residential development. The 6 lots will range between 10,800 and 12,390 square feet in size. After reviewing the proposed preliminary plat, staff has determined that the said plat would comply with the regulations set forth in the Subdivision Ordinance and the "R-2" zoning district, which is the zoning classification of the subject property.
2. According to the City's Subdivision Ordinance, a subdivision shall not be approved unless each newly created lot abuts a public street as well as city water mains and sanitary sewer mains. The proposed subdivision abuts the above mentioned infrastructure along Darling Drive and Grand Avenue. It should be noted that Grand Avenue is currently unimproved but is scheduled to be constructed this summer as an assessable project. City Council awarded the project earlier this year. While the infrastructure is in place, the applicant/developer is responsible for the sewer and water services to each lot (aka - stub ins). These services must be installed prior to the submission of the final plat or a financial security (i.e., cash, letter of credit, performance bond) must be deposited with the City to assure the work is completed.

In regard to storm water regulations and permitting requirements, the platting of property constitutes "planned development". Planned development that will result in the

disturbance of 1 or more acres requires coverage under the state wide NPDES Storm Water Permit for Construction and is subject to the conditions of that permit. If the planned development will result in the creation of 1 or more acres of impervious surfaces (buildings, drives, etc.) a permanent storm water treatment system is required per the conditions of the NPDES permit. The developer will be responsible to obtain coverage under the state wide NPDES Storm Water Permit for Construction if more than 1 acre of the area being platted will be disturbed through the course of completing development of the 1.5 acre subdivision. In order for 1 or more acres of impervious surfaces to be created within the subdivision, 65% of the platted area would need to be covered with impervious surfaces. An impervious coverage rate of 65% is significantly greater than would be expected within a residential area having 1/4 acre lots which would typically be projected to have less than 40% coverage. For comparison, new lots in the shoreland overlay district are restricted to 25% impervious coverage with the less restrictive limitation being 50% coverage for existing lots less than .17 acres.

3. To provide adequate utility service to the subject development, the Electric Superintendent recommends the following easements to be included in the plat: a 10' easement along the west property line of all 6 lots; and an 8' easement along the north property line of Lot 4, Block 1.
4. According to State Statute, only a property owner is permitted to subdivide his/her/their property. The applicant currently has a purchase agreement with the property owner. Prior to the submission of a final plat, the applicant will be required to own the subject property.

## **2. CALL FOR PUBLIC HEARING - ESTABLISHMENT OF TIF DISTRICT #17 (GRAND TERRACE APARTMENTS)**

In May 2015, Council considered and approved a resolution of support for the Grand Terrace Apartments. The resolution included a commitment of financial support towards the project through pledges of Tax Increment Financing (TIF) and a \$300,000 deferred loan. Exhibit 2A is a copy of the said resolution. The Southwest Minnesota Housing Partnership is looking to finalize its finances for the project before June 30, 2016. As such, the Partnership is requesting the City to proceed with the creation of a housing TIF District.

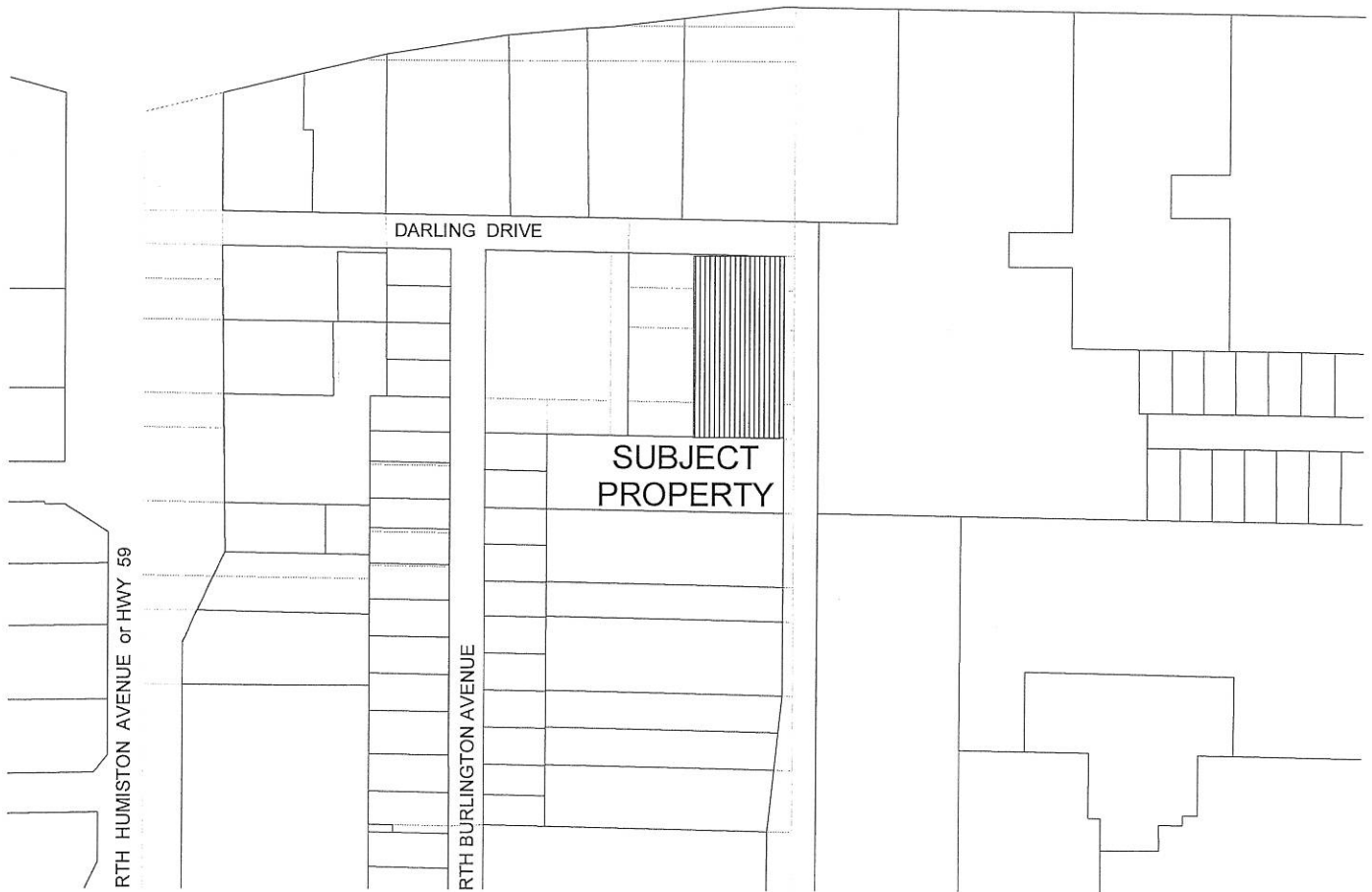
To formally consider the creation of TIF District #17, City Council must set a date and time for a public hearing. Staff is recommending that the Council call for a public hearing to take place on May 9, 2016, at 7:00p.m., which is a regularly scheduled Council meeting. At the public hearing, Council will complete its review of the TIF Plan, entertain public opinion, and take final action on the proposed TIF District.

Should Council wish to proceed with its consideration of the creation of TIF District #17, it should call for a public hearing on May 9, 2016, at 7:00p.m. by approving the resolution shown as Exhibit 2.

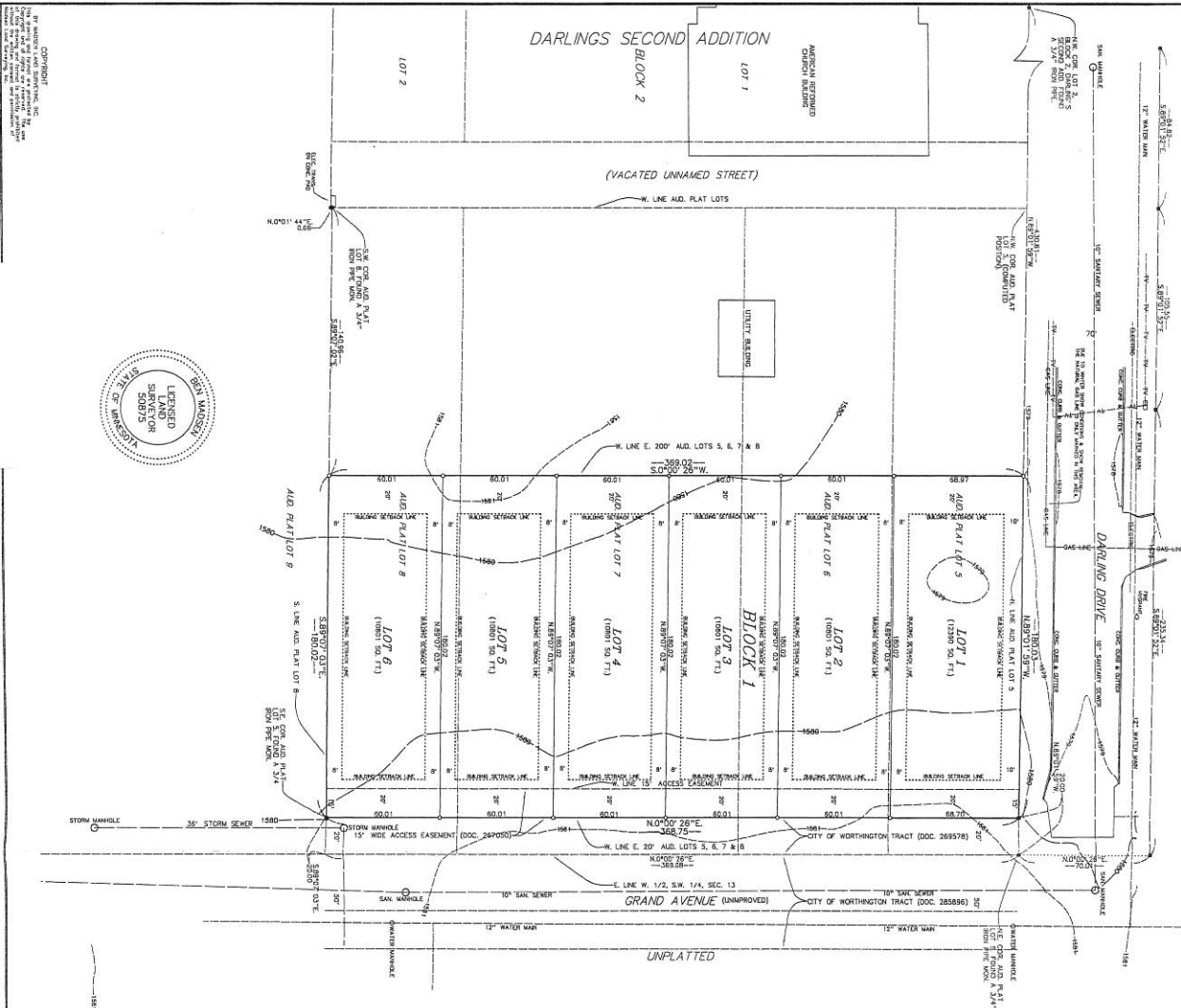
# DAVIS ADDITION PRELIMINARY PLAT



I-90



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.



## PRELIMINARY PLAT DAVIS ADDITION IN LOTS 5, 6, 7 & 8 OF AUDITOR'S PLAT OF W. 1/2, S.W. 1/4, SEC. 13, T. 102 N., R. 40 W., CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA

### LEGAL DESCRIPTION

Lot 5, 6, 7 and 8 of Auditor's Plat of Port of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, excepting therefrom the Eastern 20.00 feet thereof.

### CITY PLANNING COMMISSION

Approved by the Planning Commission of the City of Worthington, Minnesota at a meeting thereof on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

### Planning Commission Chairperson

### UTILITIES COMMISSION

Approved by the Manager of Utilities of the City of Worthington, Minnesota at a meeting thereof on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

### Manager of Utilities

### CITY COUNCIL

We do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ the City Council of Worthington, Minnesota approved this Preliminary Plat.

### Mayor

### AREA IN PLAT: 1.52 ACRES

OWNERS: LARRY M. DAVIS & SHARON K. DAVIS

ZONING: R-2 (ONE FAMILY LOW DENSITY RESIDENTIAL)

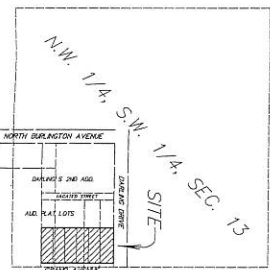
UNPLATTED LOT SIZE: 6000 SQUARE FEET

MINIMUM LOT SIZE: 6000 SQUARE FEET

MINIMUM LOT WIDTH: 50 FEET

MINIMUM LOT DEPTH: 20 FEET

STREET SET BACK: 10 FEET



VICINITY MAP  
NW 1/4, SW 1/4, SEC. 13  
CITY OF WORTHINGTON  
NOBLES COUNTY, MINN.  
(NOT TO SCALE)

LARRY DAVIS  
218 EAST BLUE CANY AVENUE  
FARMING, MINNESOTA 55021  
TEL: (609) 238-3360  
FAX: (609) 238-3360  
WWW.LARRYDAVIS.COM

CITY OF WORTHINGTON  
NOBLES COUNTY  
STATE OF MINNESOTA

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

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL  
ON THE PROPOSED MODIFICATION OF THE REDEVELOPMENT PLAN  
FOR REDEVELOPMENT PROJECT NO. 5 AND THE PROPOSED  
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 17  
THEREIN AND THE PROPOSED ADOPTION OF A TAX INCREMENT  
FINANCING PLAN THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") for the City of Worthington, Minnesota (the "City"), as follows:

Section 1. Public Hearing. The Council shall meet on May 9, 2016, at approximately 7:00 P.M., to hold a public hearing on the proposed modification of the Redevelopment Plan for Redevelopment Project No. 5 (the "Redevelopment Plan Modification") and the proposed establishment of Tax Increment Financing District No. 17 (a housing district) therein, and the proposed adoption of a Tax Increment Financing Plan (the "TIF Plan") (together the "Plans") therefor, all pursuant to and in accordance with *Minnesota Statutes*, Sections 469.090 to 469.1082, and Sections 469.174 to 469.1794, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of the Plans. City and Authority staff are authorized and directed to work with Ehlers & Associates, Inc., to prepare the Plans and to forward documents to the appropriate taxing jurisdictions including Nobles County and Worthington Independent School District No. 518. The City Clerk is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not fewer than 10, nor more than 30, days prior to May 9, 2016, and to place a copy of the Plans on file in the City Clerk's office at City Hall and to make such copy available for inspection by the public.

Dated: March 14, 2015

Adopted:

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

ATTEST:

\_\_\_\_\_  
Janice Oberloh, City Clerk

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ABRA-WORTHINGTON	2/26/16	REPAIRS TO SQUAD 32-INSURA	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	2,837.48_
				TOTAL:	2,837.48
AMERICAN BOTTLING COMPANY	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	130.90_
				TOTAL:	130.90
AMERIPRIDE	2/26/16	TOWEL SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	98.37_
				TOTAL:	98.37
ARCMAN CORPORATION	2/26/16	WP-110 PLAQUE	ELECTRIC	ADMIN MISC	115.70_
				TOTAL:	115.70
ARTISAN BEER COMPANY	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	94.00_
				TOTAL:	94.00
BCA CRIMINAL JUSTICE TRAINING & EDUCAT	2/26/16	IMPACT & INFLUENCE TRAININ	GENERAL FUND	POLICE ADMINISTRATION	240.00_
				TOTAL:	240.00
BENTS TRUCKING	2/26/16	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	2,160.00_
				TOTAL:	2,160.00
BEVERAGE WHOLESALERS INC	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	2,374.67
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	4,812.95
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	6,383.60_
				TOTAL:	13,571.22
BHBS MARKETING LLC	2/26/16	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,279.82_
				TOTAL:	8,279.82
BORDER STATES ELECTRIC SUPPLY	2/26/16	LUGS - 2016 PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	319.56_
				TOTAL:	319.56
BRAAKSMA JEREMY	2/26/16	REIMBURSE MWOA SW MEETING	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	20.00_
				TOTAL:	20.00
BRAUN ANDREW M	2/26/16	SNOW REMOVAL 2/15/16	GENERAL FUND	CODE ENFORCEMENT	140.00
	2/26/16	SNOW REMOVAL 2/16/16	GENERAL FUND	CODE ENFORCEMENT	175.00_
				TOTAL:	315.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,351.43
	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	61.83
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	30.80
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,794.18
	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	60.66
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	88.00
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	20.36_
				TOTAL:	8,407.26
C&S CHEMICALS INC	2/26/16	4,191 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,882.52_
				TOTAL:	4,882.52
CITY OF WORTHINGTON	2/26/16	DOOR BELL BATTERY 2015	GENERAL FUND	NON-DEPARTMENTAL	3.00
	2/26/16	CITY/COUNCIL WORK SESSION	GENERAL FUND	MAYOR AND COUNCIL	65.00
	2/26/16	RECORD ORDINANCES	GENERAL FUND	CLERK'S OFFICE	92.00
	2/26/16	REIMBURSE CONFERENCE LUNCH	GENERAL FUND	ECONOMIC DEVELOPMENT	15.90
	2/26/16	JURY DUTY MILEAGE REIMBURS	WATER	NON-DEPARTMENTAL	4.32

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	180.22
COMMUNITY EDUCATION	2/26/16	SPRING CATALOG	GENERAL FUND	CENTER FOR ACTIVE LIVI	125.00
	2/26/16	SPRING CATALOG	GENERAL FUND	CENTER FOR ACTIVE LIVI	125.00_
				TOTAL:	250.00
COMPUTER LODGE	2/26/16	WIRELESS PRESENTER	GENERAL FUND	FIRE ADMINISTRATION	46.99
	2/26/16	COMPUTER SPEAKERS	MUNICIPAL WASTEWAT	O-PURIFY MISC	30.99_
				TOTAL:	77.98
COOPERATIVE ENERGY CO- ACCT # 5910807	2/26/16	FIRE #3 FUEL	GENERAL FUND	FIRE ADMINISTRATION	54.02
	2/26/16	FUEL	GENERAL FUND	FIRE ADMINISTRATION	24.40
	2/26/16	FUEL LADDER TRUCK	GENERAL FUND	FIRE ADMINISTRATION	98.71
	2/26/16	FUEL	GENERAL FUND	FIRE ADMINISTRATION	50.00
	2/26/16	FUEL ADDITIVE	GENERAL FUND	PAVED STREETS	414.05_
				TOTAL:	641.18
DACOTAH PAPER CO	2/26/16	BAGS	LIQUOR	O-GEN MISC	209.95_
				TOTAL:	209.95
DANS ELECTRIC INC	2/26/16	RECONNECT #3 FILTER PUMP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	180.00_
				TOTAL:	180.00
DELTA MEDICAL SUPPLY GROUP INC	2/26/16	GLOVES	GENERAL FUND	POLICE ADMINISTRATION	382.60_
				TOTAL:	382.60
DEPUTY REGISTER #33	2/26/16	ENGINEERING VEHICLES	GENERAL FUND	ENGINEERING ADMIN	32.00
	2/26/16	BUILDING OFFICIAL	GENERAL FUND	ECONOMIC DEVELOPMENT	16.00
	2/26/16	GRIMMIUS	GENERAL FUND	POLICE ADMINISTRATION	12.00
	2/26/16	POLICE	GENERAL FUND	POLICE ADMINISTRATION	24.00
	2/26/16	VIRGILS TRUCK	GENERAL FUND	ANIMAL CONTROL ENFORCE	16.00
	2/26/16	STREET	GENERAL FUND	PAVED STREETS	224.00
	2/26/16	CSO	GENERAL FUND	CODE ENFORCEMENT	16.00
	2/26/16	PARK	RECREATION	PARK AREAS	112.00
	2/26/16	AIRPORT	AIRPORT	O-GEN MISC	32.00_
				TOTAL:	484.00
DEWILD GRANT RECKERT AND ASSOC	2/26/16	SUBSTATION #1 SWITCHGEAR R ELECTRIC		O-DISTR MISC	6,900.00_
				TOTAL:	6,900.00
DOLL DISTRIBUTING LLC	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	124.00
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	1,259.55
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	104.60-
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	2,732.57
	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	45.00
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	69.60
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	572.00
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	111.00-
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	3,412.35_
				TOTAL:	7,999.47
DUININCK INC	2/26/16	SNOW REMOVAL 2/4/16	GENERAL FUND	ICE AND SNOW REMOVAL	3,307.50_
				TOTAL:	3,307.50
DUITSMAN GLENN	2/26/16	REIMBURSE MWOA SW MEETING	MUNICIPAL WASTEWAT	O-PURIFY MISC	20.00_
				TOTAL:	20.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ECHO GROUP INC	2/26/16	WIRE STRIPPERS	ELECTRIC	O-DISTR MISC	28.54
	2/26/16	LIGHTING PARTS	ELECTRIC	M-DISTR STATION EQUIPM	2.48
	2/26/16	PVC ELBOWS-2016 PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	415.82
	2/26/16	PVC DUCT-15KV SYSTEM PROJE	ELECTRIC	FA DISTR UNDRGRND COND	372.47_
				TOTAL:	819.31
ENVIRONMENTAL RESOURCE ASSOCIATES	2/26/16	POTABLE WATR TEST	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	280.71_
				TOTAL:	280.71
FLEXIBLE PIPE TOOL CO	2/26/16	PARTS-JET TRUCK UNIT #332	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	2,174.95
	2/26/16	PARTS-JET TRUCK UNIT #332	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	800.00_
				TOTAL:	2,974.95
FLYNN KEVIN	2/26/16	DATA PRACTICES/GUN LAWS	GENERAL FUND	POLICE ADMINISTRATION	9.71_
				TOTAL:	9.71
FRONTIER COMMUNICATIONS	2/26/16	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	59.17
	2/26/16	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	467.22
	2/26/16	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	188.61
	2/26/16	PHONE SERVICE	GENERAL FUND	ACCOUNTING	68.74
	2/26/16	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	215.06
	2/26/16	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	183.05
	2/26/16	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	25.89
	2/26/16	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	218.92
	2/26/16	PHONE SERVICE	GENERAL FUND	PAVED STREETS	132.87
	2/26/16	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	266.52
	2/26/16	PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	191.22
	2/26/16	PHONE SERVICE	RECREATION	GOLF COURSE-GREEN	176.37
	2/26/16	PHONE SERVICE	RECREATION	PARK AREAS	155.26
	2/26/16	BAC-FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	80.98
	2/26/16	PHONE SERVICE	WATER	O-PUMPING	81.58
	2/26/16	PHONE SERVICE	WATER	O-PURIFY MISC	66.66
	2/26/16	PHONE SERVICE	WATER	O-DISTR STORAGE	36.18
	2/26/16	PHONE SERVICE	WATER	O-DISTR MISC	63.64
	2/26/16	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	26.66
	2/26/16	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	93.48
	2/26/16	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	303.80
	2/26/16	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	27.02
	2/26/16	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	44.01
	2/26/16	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	28.85
	2/26/16	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	88.71
	2/26/16	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	66.26
	2/26/16	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	52.99
	2/26/16	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	118.40
	2/26/16	PHONE SERVICE	ELECTRIC	O-DISTR MISC	26.07
	2/26/16	PHONE SERVICE	ELECTRIC	M-DISTR STATION EQUIPM	17.69
	2/26/16	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	66.97
	2/26/16	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	229.18
	2/26/16	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	39.22
	2/26/16	PHONE SERVICE	LIQUOR	O-GEN MISC	211.77
	2/26/16	PHONE SERVICE	AIRPORT	O-GEN MISC	88.48
	2/26/16	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	125.40
	2/26/16	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	24.83_
				TOTAL:	4,357.73
GRAHAM TIRE OF WORTHINGTON INC	2/26/16	TIRES, OIL CHANGE #13-32	GENERAL FUND	POLICE ADMINISTRATION	585.03



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	TIRES, OIL CHANGE #13-32	GENERAL FUND	POLICE ADMINISTRATION	43.00
	2/26/16	OIL CHANGE #37	GENERAL FUND	POLICE ADMINISTRATION	8.29
	2/26/16	OIL CHANGE #37	GENERAL FUND	POLICE ADMINISTRATION	11.00_
		TOTAL:			647.32
GRIMMIUS NATHAN	2/26/16	REIMBURSE COMMANDER CONFER	GENERAL FUND	POLICE ADMINISTRATION	10.00_
		TOTAL:			10.00
HAWKINS INC	2/26/16	2 TONS CHLORINE	WATER	O-PURIFY	1,295.00_
		TOTAL:			1,295.00
HIGHER DIMENSION MATERIALS INC	2/26/16	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	240.00_
		TOTAL:			240.00
HYDRO KLEAN	2/26/16	2015 SAN SEWER CIPP LINING MUNICIPAL WASTEWAT	NON-DEPARTMENTAL		1,143.95-
	2/26/16	2015 SAN SEWER CIPP LINING MUNICIPAL WASTEWAT PROJECT #11			22,878.88_
		TOTAL:			21,734.93
INTEGRITY AVIATION INC	2/26/16	FBO MANAGEMENT FEE-FEBRUAR AIRPORT		O-GEN MISC	2,055.00_
		TOTAL:			2,055.00
INTL UNION LOCAL #49	2/26/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	67.45
	2/26/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	62.14
	2/26/16	UNION DUES	RECREATION	NON-DEPARTMENTAL	47.61
	2/26/16	UNION DUES	RECREATION	NON-DEPARTMENTAL	47.27
	2/26/16	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	2.26
	2/26/16	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	2.72
	2/26/16	UNION DUES	WATER	NON-DEPARTMENTAL	97.53
	2/26/16	UNION DUES	WATER	NON-DEPARTMENTAL	95.70
	2/26/16	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	124.30
	2/26/16	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	125.03
	2/26/16	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	5.88
	2/26/16	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	8.68
	2/26/16	UNION DUES	AIRPORT	NON-DEPARTMENTAL	6.72
	2/26/16	UNION DUES	AIRPORT	NON-DEPARTMENTAL	10.21_
		TOTAL:			703.50
ITEN JOSHUA	2/26/16	REIMBURSE MWOA SW MEETING	MUNICIPAL WASTEWAT	O-PURIFY MISC	20.00_
		TOTAL:			20.00
JERRY'S AUTO SUPPLY	2/26/16	FITTING	GENERAL FUND	PAVED STREETS	6.69
	2/26/16	SLPICES, CLEA	GENERAL FUND	PAVED STREETS	61.06
	2/26/16	HYDRAULIC HOSE-TRACTOR	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	61.18_
		TOTAL:			128.93
JOHNSON BROTHERS LIQUOR CO	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,396.02
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	2,157.33
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	144.09
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,040.94
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	2,354.44
	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	32.25
	2/26/16	BEER	LIQUOR	NON-DEPARTMENTAL	78.00
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	46.42-
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,402.83-
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	15.99-
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	107.39-

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	29.77
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	73.87
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	113.06
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	84.67
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	51.46-
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.66-
			TOTAL:		12,878.69
JONES, TOM	2/26/16	REIMBURSE MWOA SW MEETING	MUNICIPAL WASTEWAT	O-PURIFY MISC	20.00_
			TOTAL:		20.00
KOLANDER BRIAN	2/26/16	REIMBURSE	GENERAL FUND	ACCOUNTING	86.28_
			TOTAL:		86.28
KRIS ENGINEERING INC	2/26/16	SNOW PLOW PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	1,237.31_
			TOTAL:		1,237.31
LAMPERTS YARDS INC-2602004	2/26/16	MAILBOX	GENERAL FUND	ICE AND SNOW REMOVAL	210.85_
			TOTAL:		210.85
LARSON CRANE SERVICE INC	2/26/16	SNOW REMOVAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	375.00_
			TOTAL:		375.00
LAW ENF LABOR SERV INC #4	2/26/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	539.00
	2/26/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	539.00_
			TOTAL:		1,078.00
JASON LIKE	2/26/16	REIMBURSE HI-VIS COAT	GENERAL FUND	PAVED STREETS	65.00_
			TOTAL:		65.00
MINNESOTA BENEFIT ASSOCIATION	2/26/16	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	62.02
	2/26/16	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	60.69
	2/26/16	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	44.88
	2/26/16	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	37.29
	2/26/16	INSURANCE	GENERAL FUND	ACCOUNTING	363.33
	2/26/16	INSURANCE	GENERAL FUND	PAVED STREETS	93.04
	2/26/16	INSURANCE	GENERAL FUND	PUBLIC WORK SHOP	19.33
	2/26/16	INSURANCE	GENERAL FUND	ICE AND SNOW REMOVAL	77.34
	2/26/16	INSURANCE	GENERAL FUND	CODE ENFORCEMENT	193.34
	2/26/16	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	36.32
	2/26/16	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	37.65
	2/26/16	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	17.75
	2/26/16	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	18.41
	2/26/16	INSURANCE	RECREATION	PARK AREAS	0.01
	2/26/16	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	2/26/16	MN BENEFITS	WATER	NON-DEPARTMENTAL	4.79
	2/26/16	INSURANCE	WATER	O-PUMPING	18.12
	2/26/16	INSURANCE	WATER	O-PURIFY LABOR	33.83
	2/26/16	INSURANCE	WATER	O-DISTR MISC	141.38
	2/26/16	INSURANCE	WATER	GENERAL ADMIN	32.08
	2/26/16	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	15.79
	2/26/16	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	16.20
	2/26/16	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	84.76
	2/26/16	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	85.14
	2/26/16	INSURANCE	MUNICIPAL WASTEWAT	O-PURIFY LABOR	96.92
	2/26/16	INSURANCE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	0.01

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	INSURANCE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	96.92
	2/26/16	INSURANCE	MUNICIPAL WASTEWAT	GENERAL ADMIN	25.66
	2/26/16	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	2/26/16	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	37.22
	2/26/16	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	2.92
	2/26/16	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	2.92
	2/26/16	INSURANCE	ELECTRIC	O-SOURCE SUPER & ENG	9.76
	2/26/16	INSURANCE	ELECTRIC	O-DISTR SUPER & ENG	175.66
	2/26/16	INSURANCE	ELECTRIC	M-SOURCE SUPER & ENF	9.76
	2/26/16	INSURANCE	ELECTRIC	GENERAL ADMIN	156.10
	2/26/16	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.96
	2/26/16	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.55
	2/26/16	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.78
	2/26/16	MN BENEFITS	STORM WATER MANAGE	NON-DEPARTMENTAL	6.11
	2/26/16	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	19.43
	2/26/16	MN BENEFITS	LIQUOR	NON-DEPARTMENTAL	19.43
	2/26/16	MN BENEFITS	AIRPORT	NON-DEPARTMENTAL	6.21
	2/26/16	MN BENEFITS	AIRPORT	NON-DEPARTMENTAL	9.43
	2/26/16	INSURANCE	AIRPORT	O-GEN MISC	3.64_
			TOTAL:		2,221.89
MINNESOTA DEPARTMENT OF HEALTH	2/26/16	COMM WATER SUPPLY SERVICE	WATER	O-DISTR METERS	6,461.00_
			TOTAL:		6,461.00
MINNESOTA GFOA	2/26/16	CAFR REVEIW/GASB UPDATE	GENERAL FUND	ACCOUNTING	50.00_
			TOTAL:		50.00
MISCELLANEOUS V BAUMGARD DANIEL L	2/26/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	25.54
BAUMGARD DANIEL L	2/26/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.07
BOUSEMA MARIE	2/26/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	28.00
JUAREZ AREVALO JORGE	2/26/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	45.00
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.03
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	46.63
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	0.04
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
MCBRIDE HEATHER	2/26/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.07
PETERSEN SCOTT	2/26/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	36.00_
			TOTAL:		326.38
MN CHILD SUPPORT PAYMENT CTR	2/26/16	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	461.46_
			TOTAL:		461.46
ENCL OF WISCONSIN INC	2/26/16	AMMONIA STANDARD	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	264.32
	2/26/16	WATER FILTERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	84.46_
			TOTAL:		348.78
NCPERS MINNESOTA 851801	2/26/16	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	131.50
	2/26/16	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	131.82
	2/26/16	INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	16.00
	2/26/16	LIFE INS	RECREATION	NON-DEPARTMENTAL	27.01
	2/26/16	LIFE INS	RECREATION	NON-DEPARTMENTAL	27.62
	2/26/16	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.55
	2/26/16	LIFE INS	PIR/TRUNKS	NON-DEPARTMENTAL	3.60
	2/26/16	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.18
	2/26/16	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.30

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	LIFE INS	WATER	NON-DEPARTMENTAL	23.78
	2/26/16	LIFE INS	WATER	NON-DEPARTMENTAL	23.03
	2/26/16	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	29.92
	2/26/16	LIFE INS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	30.00
	2/26/16	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	21.84
	2/26/16	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	21.76
	2/26/16	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	1.22
	2/26/16	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	0.17
	2/26/16	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00
	2/26/16	LIFE INS	LIQUOR	NON-DEPARTMENTAL	16.00
	2/26/16	LIFE INS	AIRPORT	NON-DEPARTMENTAL	0.70
	2/26/16	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00
	2/26/16	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00_
				TOTAL:	560.00
NENKERK CONSTRUCTION INC	2/26/16	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	2,520.00_
				TOTAL:	2,520.00
NOBLES COUNTY AUDITOR/TREASURER	2/26/16	LEASE PAYMENT UTILITIES	WATER	O-DISTR RENTS	149.57
	2/26/16	LEASE PAYMENT UTILITIES	WATER	ADMIN RENT	299.15
	2/26/16	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	119.66
	2/26/16	LEASE PAYMENT UTILITIES	MUNICIPAL WASTEWAT	ADMIN RENT	239.32
	2/26/16	LEASE PAYMENT UTILITIES	ELECTRIC	O-DISTR RENTS	717.95
	2/26/16	LEASE PAYMENT UTILITIES	ELECTRIC	ADMIN RENT	1,465.81_
				TOTAL:	2,991.46
ONE OFFICE SOURCE	2/26/16	LEDGER PAPER	GENERAL FUND	ENGINEERING ADMIN	26.22
	2/26/16	LEDGER PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	26.23
	2/26/16	CV/DVD ENVELOPES, DIVIDERS	GENERAL FUND	SECURITY CENTER	14.20
	2/26/16	CV/DVD ENVELOPES, DIVIDERS	GENERAL FUND	SECURITY CENTER	14.21
	2/26/16	DIVIDERS, CORRECTION TAPE	GENERAL FUND	SECURITY CENTER	9.12
	2/26/16	DIVIDERS, CORRECTION TAPE	GENERAL FUND	SECURITY CENTER	9.11
	2/26/16	TRANSFER ROLLER-PRINTER	RECREATION	PARK AREAS	98.00
	2/26/16	COVERS	WATER	ADMIN OFFICE SUPPLIES	16.24
	2/26/16	LABLE MAKER TAPE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	7.07
	2/26/16	COVERS	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	16.25
	2/26/16	COVERS	ELECTRIC	ADMIN OFFICE SUPPLIES	32.50
	2/26/16	TONER	DATA PROCESSING	DATA PROCESSING	87.29_
				TOTAL:	356.44
PAUSTIS & SONS	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	40.00-
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	916.50
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	103.00
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.25-
				TOTAL:	978.25
MN PEIP	2/26/16	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	7,729.98
	2/26/16	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	8,264.89
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	NON-DEPARTMENTAL	341.05
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	NON-DEPARTMENTAL	341.05
	2/26/16	INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	1,742.36
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	MAYOR AND COUNCIL	1,347.54
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	MAYOR AND COUNCIL	1,347.54
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ADMINISTRATION	673.77
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ADMINISTRATION	673.77
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	CLERK'S OFFICE	1,205.41

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	CLERK'S OFFICE	1,205.41
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ACCOUNTING	194.35
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ACCOUNTING	194.35
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ENGINEERING ADMIN	1,165.71
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ENGINEERING ADMIN	1,275.02
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ECONOMIC DEVELOPMENT	1,373.00
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ECONOMIC DEVELOPMENT	1,373.00
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	GENERAL GOVT BUILDINGS	121.47
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	GENERAL GOVT BUILDINGS	121.47
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	POLICE ADMINISTRATION	12,992.28
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	POLICE ADMINISTRATION	12,992.28
	2/26/16	ROEMELING, REFSLAND	GENERAL FUND	POLICE ADMINISTRATION	997.69
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	POLICE ADMINISTRATION	997.69
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	REGULATE LAWFUL GAMBLE	32.39
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	REGULATE LAWFUL GAMBLE	32.39
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,015.21
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,015.21
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,015.22
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	SECURITY CENTER	2,015.20
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ANIMAL CONTROL ENFORCE	161.96
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ANIMAL CONTROL ENFORCE	161.96
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	PAVED STREETS	1,136.62
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	PAVED STREETS	793.45
	2/26/16	KOLPIN JAN DEDUCT	GENERAL FUND	PAVED STREETS	309.72
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	PAVED STREETS	118.04
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	PUBLIC WORK SHOP	253.28
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	PUBLIC WORK SHOP	637.65
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	PUBLIC WORK SHOP	59.02
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ICE AND SNOW REMOVAL	1,697.45
	2/26/16	HEALTH INS ADMIN	GENERAL FUND	ICE AND SNOW REMOVAL	920.21
	2/26/16	ROEMELING, REFSLAND, KOLPI	GENERAL FUND	ICE AND SNOW REMOVAL	132.66
	2/26/16	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	116.97
	2/26/16	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	116.97
	2/26/16	HEALTH INS ADMIN	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.94
	2/26/16	HEALTH INS ADMIN	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.94
	2/26/16	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	743.25
	2/26/16	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	744.08
	2/26/16	INSURANCE	RECREATION	NON-DEPARTMENTAL	155.68
	2/26/16	HEALTH INS ADMIN	RECREATION	GOLF COURSE-GREEN	323.92
	2/26/16	HEALTH INS ADMIN	RECREATION	GOLF COURSE-GREEN	323.92
	2/26/16	HEALTH INS ADMIN	RECREATION	PARK AREAS	1,641.23
	2/26/16	HEALTH INS ADMIN	RECREATION	PARK AREAS	1,778.81
	2/26/16	HEALTH INS ADMIN	RECREATION	TREE REMOVAL	364.42
	2/26/16	HEALTH INS ADMIN	RECREATION	TREE REMOVAL	120.99
	2/26/16	HEALTH INS ADMIN	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	40.49
	2/26/16	HEALTH INS ADMIN	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	40.49
	2/26/16	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	59.06
	2/26/16	HEALTH INS PREMIUM	PIR/TRUNKS	NON-DEPARTMENTAL	59.81
	2/26/16	HEALTH INS ADMIN	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	236.24
	2/26/16	HEALTH INS ADMIN	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	239.24
	2/26/16	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	50.27
	2/26/16	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	53.43
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	HAGGE-DIAGONAL TO TOWE	113.08
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	HAGGE-DIAGONAL TO TOWE	3.32
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	HAGGE-DIAGONAL TO TOWE	33.69
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	10TH AVE BRIDGE & ST R	8.42

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	MSAS STRUT OVERLAYS	8.42
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	MSAS STRUT OVERLAYS	84.22
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	SCHAAP DRIVE-ECKERSON/	29.48
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	SCHAAP DRIVE-ECKERSON/	3.33
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	SCHAAP DRIVE-ECKERSON/	33.69
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	D\48439	8.42
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	DARLING DR-BURLINGTON	25.27
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	GRAND AVE N	33.69
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	GRAND AVE N	33.69
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	OTHER MISC PROJECTS	66.29
	2/26/16	HEALTH INS ADMIN	IMPROVEMENT CONST	OTHER MISC PROJECTS	25.27
	2/26/16	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	672.55
	2/26/16	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	576.94
	2/26/16	HEALTH INS ADMIN	WATER	O-SOURCE WELLS & SPRNG	16.26
	2/26/16	HEALTH INS ADMIN	WATER	O-PUMPING	90.02
	2/26/16	HEALTH INS ADMIN	WATER	O-PUMPING	128.99
	2/26/16	HEALTH INS ADMIN	WATER	O-PURIFY LABOR	290.55
	2/26/16	HEALTH INS ADMIN	WATER	O-PURIFY LABOR	226.80
	2/26/16	HEALTH INS ADMIN	WATER	O-DISTR SUPER AND ENG	531.64
	2/26/16	HEALTH INS ADMIN	WATER	O-DISTR SUPER AND ENG	531.64
	2/26/16	HEALTH INS ADMIN	WATER	O-DIST UNDERGRND LINES	200.10
	2/26/16	HEALTH INS ADMIN	WATER	O-DIST UNDERGRND LINES	368.18
	2/26/16	HEALTH INS ADMIN	WATER	O-DISTR MISC	192.68
	2/26/16	HEALTH INS ADMIN	WATER	O-DISTR MISC	272.76
	2/26/16	HEALTH INS ADMIN	WATER	M-TRANS MAINS	67.38
	2/26/16	HEALTH INS ADMIN	WATER	M-TRANS MAINS	65.73
	2/26/16	HEALTH INS ADMIN	WATER	M-DISTR METERS	677.79
	2/26/16	HEALTH INS ADMIN	WATER	M-DISTR METERS	391.24
	2/26/16	HEALTH INS ADMIN	WATER	GENERAL ADMIN	101.07
	2/26/16	HEALTH INS ADMIN	WATER	GENERAL ADMIN	91.31
	2/26/16	HEALTH INS ADMIN	WATER	ADMIN OFFICE SUPPLIES	4.06
	2/26/16	HEALTH INS ADMIN	WATER	ACCTS-METER READING	138.97
	2/26/16	HEALTH INS ADMIN	WATER	ACCTS-RECORDS & COLLEC	289.88
	2/26/16	HEALTH INS ADMIN	WATER	ACCTS-RECORDS & COLLEC	289.87
	2/26/16	HEALTH INS ADMIN	WATER	PROJECT #6	24.38
	2/26/16	HEALTH INS ADMIN	WATER	PROJECT #15	893.46
	2/26/16	HEALTH INS ADMIN	WATER	PROJECT #15	827.25
	2/26/16	HEALTH INS ADMIN	WATER	PROJECT #18	8.42
	2/26/16	HEALTH INS ADMIN	WATER	PROJECT #19	22.60
	2/26/16	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,376.65
	2/26/16	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,377.92
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	202.13
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	202.13
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	119.82
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	94.20
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	471.64
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	471.64
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABOR	549.57
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABOR	813.24
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	682.14
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	718.40
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY MISC	67.38
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	O-PURIFY MISC	33.69
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	573.81
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	639.19
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	975.57

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	678.55
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	GENERAL ADMIN	80.85
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	GENERAL ADMIN	73.04
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	4.06
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	240.31
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	240.32
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #11	101.93
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #11	33.69
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #14	12.40
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #14	355.79
	2/26/16	HEALTH INS ADMIN	MUNICIPAL WASTEWAT	PROJECT #14	440.82
	2/26/16	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,486.51
	2/26/16	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,573.32
	2/26/16	INSURANCE	ELECTRIC	NON-DEPARTMENTAL	475.42
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-SOURCE GENERATION	29.78
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-DISTR SUPER & ENG	15.73
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-DISTR STATION EXPENS	103.73
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-DISTR UNDERGRND LINE	134.75
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-DISTR MISC	406.92
	2/26/16	HEALTH INS ADMIN	ELECTRIC	O-DISTR MISC	669.22
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-SOURCE STRUCTURES	50.33
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-SOURCE MISC	67.38
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-SOURCE MISC	29.78
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-CISTR SUPER & ENG	75.50
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-CISTR SUPER & ENG	132.91
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR STATION EQUIPM	527.28
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR STATION EQUIPM	117.52
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR UNDERGRND LINE	519.57
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR UNDERGRND LINE	702.01
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR ST LITE & SIG	147.22
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR ST LITE & SIG	195.67
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR PLANT MISC	494.21
	2/26/16	HEALTH INS ADMIN	ELECTRIC	M-DISTR PLANT MISC	441.38
	2/26/16	HEALTH INS ADMIN	ELECTRIC	GENERAL ADMIN	491.85
	2/26/16	HEALTH INS ADMIN	ELECTRIC	GENERAL ADMIN	444.36
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ADMIN OFFICE SUPPLIES	40.68
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-METER READING	134.74
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-METER READING	473.12
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-RECORDS & COLLEC	1,273.14
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-RECORDS & COLLEC	1,273.14
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-ASSISTANCE	336.88
	2/26/16	HEALTH INS ADMIN	ELECTRIC	ACCTS-ASSISTANCE	336.88
	2/26/16	HEALTH INS ADMIN	ELECTRIC	FA DISTR METERS	117.70
	2/26/16	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	38.60
	2/26/16	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	48.88
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	STORM DRAINAGE	132.15
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	STORM DRAINAGE	143.17
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	STREET CLEANING	111.47
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	PROJECT #4	16.86
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	PROJECT #4	16.84
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	PROJECT #6	35.26
	2/26/16	HEALTH INS ADMIN	STORM WATER MANAGE	PROJECT #27	102.50
	2/26/16	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	224.94
	2/26/16	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	224.94
	2/26/16	HEALTH INS ADMIN	LIQUOR	O-GEN MISC	1,214.70
	2/26/16	HEALTH INS ADMIN	LIQUOR	O-GEN MISC	1,214.70

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	HEALTH INS PREMIUM	AIRPORT	NON-DEPARTMENTAL	2.10
	2/26/16	HEALTH INS PREMIUM	AIRPORT	NON-DEPARTMENTAL	4.62
	2/26/16	HEALTH INS ADMIN	AIRPORT	O-GEN MISC	122.80
	2/26/16	HEALTH INS ADMIN	AIRPORT	O-GEN MISC	213.77
	2/26/16	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	319.46
	2/26/16	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	319.46
	2/26/16	HEALTH INS ADMIN	DATA PROCESSING	DATA PROCESSING	1,113.06
	2/26/16	HEALTH INS ADMIN	DATA PROCESSING	DATA PROCESSING	1,113.06_
				TOTAL:	121,059.52
PEPSI COLA BOTTLING CO	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	121.85
	2/26/16	MIX	LIQUOR	NON-DEPARTMENTAL	198.90_
				TOTAL:	320.75
PHILLIPS WINE & SPIRITS INC	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,572.49
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	981.60
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,827.29
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	679.00
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,139.90
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	51.74
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	38.60
	2/26/16	LIQUOR	LIQUOR	O-SOURCE MISC	24.01
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	31.54
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	200.88_
				TOTAL:	15,547.05
PRO HYDRO-TESTING	2/26/16	SCBA TESTING, DOT STORAGE	GENERAL FUND	FIRE ADMINISTRATION	1,455.00_
				TOTAL:	1,455.00
RACOM CORP	2/26/16	SERVICE DOCKING STATION	GENERAL FUND	POLICE ADMINISTRATION	47.50_
				TOTAL:	47.50
RAY O'HERRON CO INC	2/26/16	NEW EMPLOYEE VESTS	GENERAL FUND	POLICE ADMINISTRATION	1,548.69_
				TOTAL:	1,548.69
RESICO INC	2/26/16	3-POINT JUNCTION-15KV '16	ELECTRIC	FA DISTR METERS	230.25_
				TOTAL:	230.25
RESERVE ACCOUNT-ACCOUNT#30233498	2/26/16	POSTAGE REFILL	WATER	ADMIN OFFICE SUPPLIES	150.00
	2/26/16	POSTAGE REFILL	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	2/26/16	POSTAGE REFILL	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	2/26/16	POSTAGE REFILL	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	2/26/16	POSTAGE REFILL	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	2/26/16	POSTAGE REFILL	ELECTRIC	ACCTS-RECORDS & COLLEC	2,700.00_
				TOTAL:	6,000.00
RUNNINGS SUPPLY INC-ACCT#9502485	2/26/16	BAR OIL	GENERAL FUND	FIRE ADMINISTRATION	16.69
	2/26/16	PRESSURE WASHER HOSE	GENERAL FUND	PAVED STREETS	79.99
	2/26/16	SPRING SNAP	GENERAL FUND	PAVED STREETS	1.61
	2/26/16	TORCH/COMPRESSOR SUPPLIES	RECREATION	PARK AREAS	92.47
	2/26/16	FITTING FOR SPRAYER	RECREATION	PARK AREAS	1.39
	2/26/16	BOLTS/WASHERS	RECREATION	PARK AREAS	53.88
	2/26/16	BAR OIL	RECREATION	TREE REMOVAL	12.99_
				TOTAL:	259.02
SDGCSA	2/26/16	2016 CONFERENCE	RECREATION	GOLF COURSE-GREEN	190.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	190.00
SECURE BENEFITS SYSTEMS CORP	2/26/16	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	56.93
	2/26/16	ADMIN FEE	GENERAL FUND	NON-DEPARTMENTAL	56.09
	2/26/16	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,019.38
	2/26/16	CHILD CARE	GENERAL FUND	NON-DEPARTMENTAL	1,017.47
	2/26/16	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,510.92
	2/26/16	UNREIMBURSED MEDICAL	GENERAL FUND	NON-DEPARTMENTAL	1,470.48
	2/26/16	MONTHLY ADMIN FEE	GENERAL FUND	OTHER GEN GOVT MISC	20.00
	2/26/16	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	6.58
	2/26/16	ADMIN FEE	RECREATION	NON-DEPARTMENTAL	6.14
	2/26/16	CHILD CARE	RECREATION	NON-DEPARTMENTAL	18.10
	2/26/16	CHILD CARE	RECREATION	NON-DEPARTMENTAL	18.21
	2/26/16	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	195.10
	2/26/16	UNREIMBURSED MEDICAL	RECREATION	NON-DEPARTMENTAL	182.24
	2/26/16	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.56
	2/26/16	ADMIN FEE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.45
	2/26/16	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	20.83
	2/26/16	UNREIMBURSED MEDICAL	IMPROVEMENT CONST	NON-DEPARTMENTAL	16.29
	2/26/16	ADMIN FEE	WATER	NON-DEPARTMENTAL	1.42
	2/26/16	ADMIN FEE	WATER	NON-DEPARTMENTAL	1.57
	2/26/16	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	47.65
	2/26/16	UNREIMBURSED MEDICAL	WATER	NON-DEPARTMENTAL	53.38
	2/26/16	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	11.68
	2/26/16	ADMIN FEE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	11.65
	2/26/16	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	333.69
	2/26/16	UNREIMBURSED MEDICAL	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	332.91
	2/26/16	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	3.99
	2/26/16	ADMIN FEE	ELECTRIC	NON-DEPARTMENTAL	3.99
	2/26/16	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	125.00
	2/26/16	CHILD CARE	ELECTRIC	NON-DEPARTMENTAL	125.00
	2/26/16	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	32.29
	2/26/16	UNREIMBURSED MEDICAL	ELECTRIC	NON-DEPARTMENTAL	32.29
	2/26/16	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	0.29
	2/26/16	ADMIN FEE	STORM WATER MANAGE	NON-DEPARTMENTAL	1.09
	2/26/16	CHILD CARE	STORM WATER MANAGE	NON-DEPARTMENTAL	1.80
	2/26/16	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	10.08
	2/26/16	UNREIMBURSED MEDICAL	STORM WATER MANAGE	NON-DEPARTMENTAL	41.27
	2/26/16	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	6.75
	2/26/16	ADMIN FEE	LIQUOR	NON-DEPARTMENTAL	6.75
	2/26/16	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	100.00
	2/26/16	UNREIMBURSED MEDICAL	LIQUOR	NON-DEPARTMENTAL	100.00
	2/26/16	ADMIN FEE	AIRPORT	NON-DEPARTMENTAL	0.90
	2/26/16	ADMIN FEE	AIRPORT	NON-DEPARTMENTAL	1.37
	2/26/16	UNREIMBURSED MEDICAL	AIRPORT	NON-DEPARTMENTAL	41.81
	2/26/16	UNREIMBURSED MEDICAL	AIRPORT	NON-DEPARTMENTAL	63.51
	2/26/16	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	3.15
	2/26/16	ADMIN FEE	DATA PROCESSING	NON-DEPARTMENTAL	3.15
	2/26/16	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	114.16
	2/26/16	UNREIMBURSED MEDICAL	DATA PROCESSING	NON-DEPARTMENTAL	114.16
				TOTAL:	7,342.52
SEW UNIQUE INC	2/26/16	2016 MRWA POSTER CONTEST T WATER		ACCTS-SERV & INFORMATI	19.50
				TOTAL:	19.50
SOUTHERN WINE & SPIRITS OF MINNESOTA	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,386.15

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	48.00
	2/26/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,165.14
	2/26/16	WINE	LIQUOR	NON-DEPARTMENTAL	896.00
	2/26/16	FREIGHT	LIQUOR	NON-DEPARTMENTAL	20.35
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	16.33
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	2/26/16	FREIGHT	LIQUOR	O-SOURCE MISC	96.54_
				TOTAL:	6,630.36
STANDAFER STARR	2/26/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	24.00_
				TOTAL:	24.00
STEFFL THOMAS	2/26/16	REIMBURSE MWOA SW MEETING	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	20.00_
				TOTAL:	20.00
STREICHER'S INC	2/26/16	UNIFORMS	GENERAL FUND	FIRE ADMINISTRATION	256.95_
				TOTAL:	256.95
THE EMBLEM AUTHORITY	2/26/16	FIRE SHOULDER PATCHES	GENERAL FUND	FIRE ADMINISTRATION	960.00_
				TOTAL:	960.00
VANTAGEPOINT TRANSFER AGENTS-457	2/26/16	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	62.00_
				TOTAL:	62.00
VAST BROADBAND	2/26/16	BAC-AUDIO/VISUAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	73.13_
				TOTAL:	73.13
WAL MART COMMUNITY/RFCSLLC	2/26/16	TRIAL EXPENSES	GENERAL FUND	POLICE ADMINISTRATION	40.91
	2/26/16	KLEENEX	GENERAL FUND	SECURITY CENTER	10.98
	2/26/16	KLEENEX	GENERAL FUND	SECURITY CENTER	10.97
	2/26/16	MISC SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	141.71
	2/26/16	OFFICE SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	16.28
	2/26/16	MISC SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	36.18_
				TOTAL:	257.03
MONTE WALKER	2/26/16	REPLACE HEATER MOTOR	GENERAL FUND	GENERAL GOVT BUILDINGS	385.00_
				TOTAL:	385.00
WORTHINGTON AREA UNITED WAY	2/26/16	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	17.00
	2/26/16	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	17.00_
				TOTAL:	34.00
WORTHINGTON AUTO SUPPLY	2/26/16	WIPER BLADES	GENERAL FUND	POLICE ADMINISTRATION	20.53_
				TOTAL:	20.53
WORTHINGTON BUILDING MATERIALS INC	2/26/16	CHAUTAUQUA TABLES	RECREATION	PARK AREAS	407.81_
				TOTAL:	407.81
WORTHINGTON PRINTING CO INC	2/26/16	RECEIPT BOOKS	GENERAL FUND	ENGINEERING ADMIN	21.39
	2/26/16	RECEIPT BOOKS	GENERAL FUND	ECONOMIC DEVELOPMENT	192.46_
				TOTAL:	213.85
YMCA	2/26/16	2016 CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	3,978.33_
				TOTAL:	3,978.33

VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	101,496.99
202	MEMORIAL AUDITORIUM	911.04
229	RECREATION	12,160.82
231	ECONOMIC DEV AUTHORITY	610.09
321	PIR/TRUNKS	601.50
401	IMPROVEMENT CONST	659.57
601	WATER	18,729.58
602	MUNICIPAL WASTEWATER	46,165.25
604	ELECTRIC	28,592.89
605	INDUSTRIAL WASTEWATER	8,279.82
606	STORM WATER MANAGEMENT	730.61
609	LIQUOR	70,143.31
612	AIRPORT	2,663.27
702	DATA PROCESSING	3,369.18
703	SAFETY PROMO/LOSS CTRL	2,837.48

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GRAND TOTAL: 297,951.40  
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TOTAL PAGES: 14

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS EQUIPMENT INC	3/04/16	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	54.69
	3/04/16	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	54.68_
				TOTAL:	109.37
AMERICAN LEGAL PUBLISHING CORPORATION	3/04/16	CODE OF ORDINANCES UPDATE	GENERAL FUND	CLERK'S OFFICE	98.00
	3/04/16	ORDINANCE SUPPLEMENT PAGES	GENERAL FUND	CLERK'S OFFICE	363.00_
				TOTAL:	461.00
ARNOLD MOTOR SUPPLY	3/04/16	STARTING FLUID, RAGS	RECREATION	GOLF COURSE-GREEN	16.76
	3/04/16	AUTO SUPPLIES	ELECTRIC	O-DISTR UNDERGRND LINE	43.97_
				TOTAL:	60.73
BAHRS SMALL ENGINE	3/04/16	WEEDEATERS	RECREATION	PARK AREAS	760.00
	3/04/16	WEEDEATER REPAIRS	RECREATION	PARK AREAS	113.85
	3/04/16	CHAIN SAW REPAIR	RECREATION	TREE REMOVAL	41.30
	3/04/16	CHAIN SAW REPAIR	RECREATION	TREE REMOVAL	78.00_
				TOTAL:	993.15
BAN-KOE SYSTEMS INC	3/04/16	SERVICE CALL, REPLACE BATT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	358.33_
				TOTAL:	358.33
BASIC ANIMAL RESCUE TRAINING	3/04/16	FIRE FIGHTER TRAINING	GENERAL FUND	FIRE ADMINISTRATION	630.00_
				TOTAL:	630.00
BELTLINE AUTOMOTIVE	3/04/16	SERVICE #105	ELECTRIC	O-DISTR SUPER & ENG	49.93
	3/04/16	BELTLINE AUTOMOTIVE	ELECTRIC	O-DISTR SUPER & ENG	902.22_
				TOTAL:	952.15
BEVERAGE WHOLESALERS INC	3/04/16	BEER	LIQUOR	NON-DEPARTMENTAL	5,038.16_
				TOTAL:	5,038.16
BHS MARKETING LLC	3/04/16	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,560.26_
				TOTAL:	8,560.26
BOLTON & MENK INC	3/04/16	N COMM/INDUSTRIAL ST EXT/S	IMPROVEMENT CONST	MAY ST PEDESTRIAN CROS	932.00_
				TOTAL:	932.00
BORDER STATES ELECTRIC SUPPLY	3/04/16	HI-VIS FR PARKAS	ELECTRIC	O-DISTR MISC	518.35
	3/04/16	LOGO	ELECTRIC	O-DISTR MISC	35.27
	3/04/16	600 VOLT WIRE- 2016 PROJEC	ELECTRIC	FA DISTR UNDRGRND COND	1,483.42_
				TOTAL:	2,037.04
MARK ROBERT BRODIN	3/04/16	A/V SERVICES 1/14, 1/16, 1	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	352.50
	3/04/16	A/V SERVICES 1/20, 1/21	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	495.00
	3/04/16	A/V SERVICE 1/22	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	202.50
	3/04/16	A/V SERVICES 1/29	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	180.00
	3/04/16	A/V SERVICES 2/1	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	270.00_
				TOTAL:	1,500.00
CHAMBER OF COMMERCE	3/04/16	LODGING TAX-JANUARY	TOURISM PROMOTION	LODGING TAX/TOURISM	8,609.99_
				TOTAL:	8,609.99
COMPUTER LODGE	3/04/16	SPEAKERS	GENERAL FUND	POLICE ADMINISTRATION	30.99
	3/04/16	SOFTWARE- DHS GRANT	GENERAL FUND	CENTER FOR ACTIVE LIVI	119.98_
				TOTAL:	150.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
CONSOLIDATED READY MIX INC (GCC READY	3/04/16	SERVICE LEAK TEMP REPAIRS	WATER	O-DIST UNDERGRND LINES	256.00_
				TOTAL:	256.00
COOPERATIVE ENERGY CO- ACCT # 5910807	3/04/16	10W40 FOR MULE	RECREATION	PARK AREAS	6.33
	3/04/16	10W30 SPRAYER	RECREATION	PARK AREAS	3.15_
				TOTAL:	9.48
CRYSTAL GLASS COMPANY	3/04/16	SERVICE CALL-REPAIR LOCK/R	GENERAL FUND	GENERAL GOVT BUILDINGS	83.56_
				TOTAL:	83.56
DAILY GLOBE	3/04/16	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	186.00
	3/04/16	SUPER BOWL ADS, VISITORS G	LIQUOR	O-GEN MISC	987.00_
				TOTAL:	1,173.00
DAKOTA SUPPLY GROUP INC	3/04/16	DISTRIBUTION MAIN FITTINGS	WATER	M-TRANS MAINS	267.30_
				TOTAL:	267.30
DIAMOND VOGEL PAINT	3/04/16	CHAUTAUQUA PARK SHELTER TA	RECREATION	PARK AREAS	71.98_
				TOTAL:	71.98
DOLL DISTRIBUTING LLC	3/04/16	BEER	LIQUOR	NON-DEPARTMENTAL	1,869.21_
				TOTAL:	1,869.21
ECHO GROUP INC	3/04/16	HEATER MOTOR-GENERATOR ROO	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	110.67
	3/04/16	4' FLUORESCENT BULBS-WWTP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	79.80
	3/04/16	LIGHTING PARTS	ELECTRIC	M-DISTR STATION EQUIPM	11.15
	3/04/16	LIGHTING PARTS	ELECTRIC	M-DISTR STATION EQUIPM	0.60
	3/04/16	CONDUIT 15KV DUCT SYSTEM	ELECTRIC	FA DISTR UNDRGRND COND	171.22
	3/04/16	CONDUIT-15KV DUCT SYSTEM	ELECTRIC	FA DISTR UNDRGRND COND	717.21_
				TOTAL:	1,090.65
ENGINEERING NEWS-RECORD	3/04/16	SUBSCRIPTION	GENERAL FUND	ENGINEERING ADMIN	87.00_
				TOTAL:	87.00
EZ-WASH	3/04/16	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	112.00_
				TOTAL:	112.00
FASTENAL COMPANY	3/04/16	SNOW REMOVAL REPAIRS	GENERAL FUND	ICE AND SNOW REMOVAL	0.31
	3/04/16	SNOW REMOVAL REPAIRS	GENERAL FUND	ICE AND SNOW REMOVAL	1.02
	3/04/16	STUDS	RECREATION	GOLF COURSE-GREEN	1.04
	3/04/16	NUTS-TELESCOPIC VALVE REPA	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	6.36
	3/04/16	BOLTS	ELECTRIC	O-DISTR MISC	372.71_
				TOTAL:	381.44
FLYNN KEVIN	3/04/16	REIMBURSE BCA LEADERSHIP C	GENERAL FUND	POLICE ADMINISTRATION	10.52
	3/04/16	REIMBURSE BCA LEADERSHIP C	GENERAL FUND	POLICE ADMINISTRATION	16.75_
				TOTAL:	27.27
GERDES GARY	3/04/16	REIMBURSE DATA PRACTICES T	GENERAL FUND	SECURITY CENTER	4.86
	3/04/16	REIMBURSE DATA PRACTICES T	GENERAL FUND	SECURITY CENTER	4.85_
				TOTAL:	9.71
GOVERNMENT FINANCE OFFICERS ASSOCIATIO	3/04/16	MEMBERSHIP	GENERAL FUND	ACCOUNTING	190.00_
				TOTAL:	190.00
GRABER DIANE M	3/04/16	REIMBURSE	GENERAL FUND	MAYOR AND COUNCIL	30.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	30.24
JAKOB RYAN GRABER REISCHL	3/04/16	TECH CREW 2/12, 2/13	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	120.00_
				TOTAL:	120.00
HAFFIELD DWAYNE	3/04/16	REIMBURSE	GENERAL FUND	ENGINEERING ADMIN	8.56
	3/04/16	REIMBURSE	GENERAL FUND	ENGINEERING ADMIN	64.80_
				TOTAL:	73.36
IDEAL LANDSCAPE & DESIGN INC	3/04/16	GRASS SEED-TREE STUMPS	RECREATION	TREE REMOVAL	125.00_
				TOTAL:	125.00
IDEXX DISTRIBUTION CORP	3/04/16	TOTAL COLIFORM TESTING MAT	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	540.00_
				TOTAL:	540.00
INTERNATIONAL ASSOCIATION OF PLUMBING/	3/04/16	MN PLUMBING CODE	GENERAL FUND	ECONOMIC DEVELOPMENT	98.00_
				TOTAL:	98.00
JACKSON CYCLE INC	3/04/16	MULE PARTS	RECREATION	PARK AREAS	123.77_
				TOTAL:	123.77
JANITOR'S CLOSET LTD	3/04/16	GARBAGE BAGS	RECREATION	PARK AREAS	39.52-
	3/04/16	GARBAGE BAGS	RECREATION	PARK AREAS	173.60-
	3/04/16	TOILET PAPER-PARK RESTROOM	RECREATION	PARK AREAS	547.10_
				TOTAL:	333.98
JAYCOX IMPLEMENT INC	3/04/16	SWEEPER/KUBOTA	RECREATION	PARK AREAS	842.13_
				TOTAL:	842.13
JERRY'S AUTO SUPPLY	3/04/16	OIL FILTER, BATTERY FOR MU	RECREATION	PARK AREAS	88.98
	3/04/16	SHOP SUPPLIES	RECREATION	PARK AREAS	17.07_
				TOTAL:	106.05
KARLS CARQUEST AUTO PARTS INC	3/04/16	WIPER BLADES	GENERAL FUND	POLICE ADMINISTRATION	23.42_
				TOTAL:	23.42
KM GRAPHICS	3/04/16	SPRING CLEAN-UP STICKERS	GENERAL FUND	TRASH PICKUP	514.00_
				TOTAL:	514.00
KRULL NANCY	3/04/16	INSTALL PATCHES ON UNIFORM	GENERAL FUND	FIRE ADMINISTRATION	312.00_
				TOTAL:	312.00
LARSON CRANE SERVICE INC	3/04/16	SNOW REMOVAL 1/22/16	GENERAL FUND	ICE AND SNOW REMOVAL	487.50_
				TOTAL:	487.50
LINCOLN-PIPESTONE RURAL WATER SYSTEM	3/04/16	FEBRUARY WATER PURCHASES-E WATER		O-SOURCE MISC	39,968.64
	3/04/16	FEBRUARY WATER PURCHASES-W WATER		O-SOURCE MISC	24,131.52_
				TOTAL:	64,100.16
LOCATORS & SUPPLIES INC	3/04/16	SHOVELS	ELECTRIC	O-DISTR MISC	121.95_
				TOTAL:	121.95
MINNESOTA BUREAU OF CRIMINAL APPREHENS	3/04/16	BASIC NARCOTICS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	375.00_
				TOTAL:	375.00
MINNESOTA DEPARTMENT OF HEALTH	3/04/16	WATERMANS-PLAN REVIEW	WATER	PROJECT #15	150.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	150.00
MINNESOTA ENERGY RESOURCES CORP	3/04/16	GAS SERVICE	GENERAL FUND	PAVED STREETS	139.22
	3/04/16	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	193.84
	3/04/16	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	944.64
	3/04/16	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	2,254.67
	3/04/16	GAS SERVICE	AIRPORT	O-GEN MISC	329.91
	3/04/16	GAS SERVICE	AIRPORT	O-GEN MISC	496.32_
				TOTAL:	4,358.60
MINNESOTA SHERIFFS' ASSOCIATION	3/04/16	PSAP 911 CONFERENCE REGIST	GENERAL FUND	SECURITY CENTER	125.00
	3/04/16	PSAP 911 CONFERENCE REGIST	GENERAL FUND	SECURITY CENTER	125.00_
				TOTAL:	250.00
MINNESOTA VALLEY TESTING LABS INC	3/04/16	FEBRUARY SALTY DISCHARGE T	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	135.00
	3/04/16	TESTING	INDUSTRIAL WASTEWA	O-PURIFY MISC	135.00_
				TOTAL:	270.00
MISCELLANEOUS V AJITH MICHAEL A	3/04/16	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	46.71
AJITH MICHAEL A	3/04/16	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.10
NATERAS EHRIN E	3/04/16	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	65.08
NATERAS EHRIN E	3/04/16	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	0.08
SANCHEZ CINTHYA	3/04/16	REIMBURSE DRIVEWAY DEMO	WATER	M-TRANS MAINS	500.00_
				TOTAL:	611.97
MPCA	3/04/16	LAB CERTIFICATION ANNUAL F	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	2,025.00_
				TOTAL:	2,025.00
NARTEC INC	3/04/16	METH TEST KITS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	176.10_
				TOTAL:	176.10
NEW VISION CO-OP	3/04/16	PRAMITOL 5PS-SUBSTATIONS	ELECTRIC	O-DISTR STATION EXPENS	718.00_
				TOTAL:	718.00
NIENKERK CONSTRUCTION INC	3/04/16	PUMPED GREASE-11/16/15	MUNICIPAL WASTEWAT	O-PURIFY MISC	165.00_
				TOTAL:	165.00
NOBLES COUNTY AUDITOR/TREASURER	3/04/16	SOLID WASTE-JANUARY	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,160.00_
				TOTAL:	7,160.00
ONE OFFICE SOURCE	3/04/16	BINDERS	GENERAL FUND	ACCOUNTING	76.44
	3/04/16	KLEENEX, AIR FRESHENER	GENERAL FUND	GENERAL GOVT BUILDINGS	51.97
	3/04/16	GLUE STICKS	GENERAL FUND	SECURITY CENTER	0.92
	3/04/16	GLUE STICKS	GENERAL FUND	SECURITY CENTER	0.93
	3/04/16	TOILET PAPER, TOWELS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	164.25
	3/04/16	BATTERIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	43.78
	3/04/16	BINDER CLIPS, FOLDERS	DATA PROCESSING	DATA PROCESSING	8.29
	3/04/16	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	276.85_
				TOTAL:	623.43
PETERSEN CLEANING & SUPPLY	3/04/16	SNOW REMOVAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	237.50_
				TOTAL:	237.50
POWERPHONE INC	3/04/16	DISPATCH SEMINARS	GENERAL FUND	SECURITY CENTER	399.00
	3/04/16	DISPATCH SEMINARS	GENERAL FUND	SECURITY CENTER	399.00_
				TOTAL:	798.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
RACOM CORP	3/04/16	MAINTENANC E CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	473.69_
				TOTAL:	473.69
RAY O'HERRON CO INC	3/04/16	ARMORSKIN	GENERAL FUND	POLICE ADMINISTRATION	96.19
	3/04/16	UNIFORM	GENERAL FUND	POLICE ADMINISTRATION	70.69_
				TOTAL:	166.88
RONS REPAIR INC	3/04/16	FUEL AND OIL FILTERS-GENER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	80.68_
				TOTAL:	80.68
RUNNINGS SUPPLY INC-ACCT#9502440	3/04/16	TREATMENT PLANT SUPPLIES	WATER	O-PURIFY MISC	11.99
	3/04/16	TREATMENT PLANT SUPPLIES	WATER	O-PURIFY MISC	5.28
	3/04/16	DISTRIBUTION MISC SUPPLIES	WATER	O-DISTR MISC	21.28
	3/04/16	DISTRIBUTION MISC SUPPLIES	WATER	O-DISTR MISC	17.97
	3/04/16	DISTRIBUTION MISC SUPPLIES	WATER	O-DISTR MISC	5.85
	3/04/16	SOFTENER SALT	MUNICIPAL WASTEWAT	O-PURIFY MISC	35.12
	3/04/16	CHAIN-JET NOZZLE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	3.99
	3/04/16	CHAIN-JET NOZZLE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	23.97
	3/04/16	NUTS, BOLTS-JET NOZZLE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	13.00
	3/04/16	PLANT TOOLS AND SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	68.72
	3/04/16	LAMP HOLDER	ELECTRIC	M-DISTR UNDERGRND LINE	10.47_
				TOTAL:	217.64
RUNNINGS SUPPLY INC-ACCT#9502485	3/04/16	LIGHT BULBS, RAGS	RECREATION	GOLF COURSE-GREEN	11.94
	3/04/16	FLOWER POTS	RECREATION	PARK AREAS	11.97_
				TOTAL:	23.91
SANKEY RODNEY	3/04/16	REIMBURSE	GENERAL FUND	MAYOR AND COUNCIL	19.76_
				TOTAL:	19.76
SCHAAP SANITATION INC	3/04/16	SOLID WASTE-JANUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	63,778.20
	3/04/16	SOLID WASTE-JANUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	12,923.80
	3/04/16	SOLID WASTE-JANUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	1,579.76-
	3/04/16	SOLID WASTE-JANUARY	GARBAGE COLLECTION	CODE ENFORCEMENT	4,152.80_
				TOTAL:	79,275.04
SCHWALBACH ACE HARDWARE-5930	3/04/16	TOILET TANK REPAIR	GENERAL FUND	FIRE ADMINISTRATION	16.99
	3/04/16	WEDEATER STRING	RECREATION	PARK AREAS	70.18
	3/04/16	OLSON RR KEY	RECREATION	OLSON PARK CAMPGROUND	5.97_
				TOTAL:	93.14
SCHWALBACH ACE #6067	3/04/16	ENDUST CLEANER	MUNICIPAL WASTEWAT	O-PURIFY MISC	9.98_
				TOTAL:	9.98
SHOPKO STORES OPERATING CO LLC	3/04/16	NAPKINS, TOILET TISSUE	GENERAL FUND	PAVED STREETS	43.09_
				TOTAL:	43.09
SOUTHWEST MN CHAPTER OF I.C.C.	3/04/16	2016 MEMBERSHIP	GENERAL FUND	ECONOMIC DEVELOPMENT	100.00_
				TOTAL:	100.00
STUART C IRBY CO	3/04/16	15KV PULL BOX-2016 PROJECT	ELECTRIC	FA DISTR UNDRGRND COND	4,904.14_
				TOTAL:	4,904.14
TRI-STATE RENTAL CENTER	3/04/16	POWERWASHER PARTS	GENERAL FUND	PAVED STREETS	6.49
	3/04/16	WELDING RODS	RECREATION	PARK AREAS	216.86_
				TOTAL:	223.35



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
UNITED PARCEL SERVICE	3/04/16	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	16.78_
				TOTAL:	16.78
UNIVERSITY OF MINNESOTA	3/04/16	MN AIRPORT CONFERENCE REGI	AIRPORT	O-GEN MISC	195.00_
				TOTAL:	195.00
VERIZON WIRELESS	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.32
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	ADMINISTRATION	58.95
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.66
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	31.70
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	POLICE ADMINISTRATION	873.13
	3/04/16	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	542.35
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	SECURITY CENTER	82.16
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	SECURITY CENTER	82.16
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	PAVED STREETS	146.71
	3/04/16	WIRELESS PHONE SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.77
	3/04/16	WIRELESS PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.32
	3/04/16	WIRELESS PHONE SERVICE	RECREATION	PARK AREAS	36.32
	3/04/16	WIRELESS PHONE SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.32
	3/04/16	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.60
	3/04/16	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	50.77
	3/04/16	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	28.60
	3/04/16	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.60
	3/04/16	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.60
	3/04/16	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	38.60
	3/04/16	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.77
	3/04/16	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	38.60
	3/04/16	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.77
	3/04/16	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	50.77
	3/04/16	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	57.05_
				TOTAL:	2,542.60
WORTHINGTON BUILDING MATERIALS INC	3/04/16	CHAUTAUQUA PARK TABLES	RECREATION	PARK AREAS	45.88_
				TOTAL:	45.88
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	3/04/16	FRANCHISE FEE-MEDIACOM-JAN	CABLE TELEVISION	CABLE	6,537.43_
				TOTAL:	6,537.43
WORTHINGTON POSTMASTER	3/04/16	ANNUAL BOX FEE PO BOX 279	DATA PROCESSING	DATA PROCESSING	356.00_
				TOTAL:	356.00
WORTHINGTON REGIONAL ECON DEV CORP	3/04/16	BIOSCIENCE CONFERENCE SPON	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	2,500.00
	3/04/16	BIOSCIENCE CONF SPONSORSHI	ELECTRIC	ACCTS-INFO & INSTR ADV	1,500.00_
				TOTAL:	4,000.00
WW COMMUNICATIONS AND SECURITY SPECIAL	3/04/16	ANNUAL FIRE ALARM TESTING/	GENERAL FUND	CENTER FOR ACTIVE LIVI	450.00_
				TOTAL:	450.00
YMCA	3/04/16	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,496.00
	3/04/16	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,892.38_
				TOTAL:	3,388.38

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
===== FUND TOTALS =====					
101		GENERAL FUND	11,541.40		
202		MEMORIAL AUDITORIUM	2,455.18		
207		PD TASK FORCE	551.10		
229		RECREATION	3,247.62		
231		ECONOMIC DEV AUTHORITY	3,444.64		
401		IMPROVEMENT CONST	932.00		
601		WATER	65,487.40		
602		MUNICIPAL WASTEWATER	5,674.93		
604		ELECTRIC	11,886.55		
605		INDUSTRIAL WASTEWATER	8,695.26		
609		LIQUOR	7,894.37		
612		AIRPORT	1,021.23		
702		DATA PROCESSING	641.14		
872		CABLE TELEVISION	6,537.43		
873		GARBAGE COLLECTION	79,275.04		
878		WASTE MANAGEMENT COLL	7,160.00		
882		TOURISM PROMOTION	8,609.99		
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		GRAND TOTAL:	225,055.28		
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BHS MARKETING LLC	3/11/16	SODA ASH DENSE	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,331.12_
				TOTAL:	8,331.12
BORDER STATES ELECTRIC SUPPLY	3/11/16	LUGS FOR 2016 PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	152.06_
				TOTAL:	152.06
CHAPULIS BRADLEY	3/11/16	MILEAGE REIMB	GENERAL FUND	ECONOMIC DEVELOPMENT	180.36_
				TOTAL:	180.36
ECHO GROUP INC	3/11/16	LIGHTING PARTS	ELECTRIC	M-DISTR STATION EQUIPM	31.46_
				TOTAL:	31.46
FIFE WATER SERVICES INC	3/11/16	SODIUM ALUMINATE 38% SOL	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,886.80
	3/11/16	SODIUM ALUMINATE 38% SOL	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,935.20_
				TOTAL:	19,822.00
GOPHER STATE ONE CALL INC	3/11/16	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	10.88
	3/11/16	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	10.88
	3/11/16	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	21.74_
				TOTAL:	43.50
HAWKINS INC	3/11/16	2 TONS CHLORINE	WATER	O-PURIFY	1,295.00
	3/11/16	FLUORIDE	WATER	O-PURIFY	732.16_
				TOTAL:	2,027.16
HOFFMAN FILTER SERVICE LLC	3/11/16	RECYCLE STREET LIGHT LAMPS	ELECTRIC	M-DISTR UNDERGRND LINE	1,294.76_
				TOTAL:	1,294.76
LAW ENFORCEMENT LABOR SERVICES INC #27	3/11/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	245.00_
				TOTAL:	245.00
LOCATORS & SUPPLIES INC	3/11/16	REPLACEMENT DUCT ROD	ELECTRIC	O-DISTR MISC	1,059.13_
				TOTAL:	1,059.13
MARCO	3/11/16	SERV/SUPPLY CONT-SHARP MX5 WATER		ACCTS-RECORDS & COLLEC	31.49
	3/11/16	SERVICE/SUPPLY CONTRACT-PR WATER		ACCTS-RECORDS & COLLEC	69.85
	3/11/16	SERV/SUPPLY CONT-SHARP MX5 MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	31.49
	3/11/16	SERVICE/SUPPLY CONTRACT-PR MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	69.85
	3/11/16	SERV/SUPPLY CONT-SHARP MX5 ELECTRIC		ACCTS-RECORDS & COLLEC	62.99
	3/11/16	SERVICE/SUPPLY CONTRACT-PR ELECTRIC		ACCTS-RECORDS & COLLEC	139.68_
				TOTAL:	405.35
MARTHALER FORD OF WORTHINGTON	3/11/16	ACTUATOR ASY SQUAD #13-33	GENERAL FUND	POLICE ADMINISTRATION	92.43
	3/11/16	ACTUATOR ASY SQUAD #13-33	GENERAL FUND	POLICE ADMINISTRATION	49.50
	3/11/16	BACK UP SENSOR PATROL 14-3	GENERAL FUND	POLICE ADMINISTRATION	56.55
	3/11/16	BACK UP SENSOR PATROL 14-3	GENERAL FUND	POLICE ADMINISTRATION	203.03
	3/11/16	2016 FORD F150 TRUCK	RECREATION	PARK AREAS	20,618.00_
				TOTAL:	21,019.51
MN CHILD SUPPORT PAYMENT CTR	3/11/16	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	461.46_
				TOTAL:	461.46
ONE OFFICE SOURCE	3/11/16	INK PENS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	14.52_
				TOTAL:	14.52
PALMERSHEIM COLBY	3/11/16	MEAL REIMBURSEMENT	GENERAL FUND	POLICE ADMINISTRATION	58.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	58.00
SCHAAP SANITATION INC	3/11/16	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	120.12
	3/11/16	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	16.76
	3/11/16	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	107.36
	3/11/16	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	50.72
	3/11/16	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	193.59
	3/11/16	MONTHLY SERVICE	RECREATION	PARK AREAS	317.08
	3/11/16	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	75.50
	3/11/16	MONTHLY SERVICE	WATER	O-DISTR MISC	137.94
	3/11/16	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	234.01
	3/11/16	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	157.74
	3/11/16	MONTHLY SERVICE	LIQUOR	O-GEN MISC	147.93
	3/11/16	MONTHLY SERVICE	AIRPORT	O-GEN MISC	89.34_
				TOTAL:	1,648.09
SCHWALBACH ACE #6067	3/11/16	HYDRANT MARKER CONDUIT	WATER	M-TRANS HYDRANTS	19.96
	3/11/16	METER INSTALL DRILL BITS	WATER	M-DISTR METERS	18.98_
				TOTAL:	38.94
STREICHER'S INC	3/11/16	BOMGAARS BOOTS	GENERAL FUND	POLICE ADMINISTRATION	154.99_
				TOTAL:	154.99
VANTAGEPOINT TRANSFER AGENTS-457	3/11/16	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	62.00_
				TOTAL:	62.00
VERIZON WIRELESS	3/11/16	MONTHLY BILL	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	402.52_
				TOTAL:	402.52
VETERINARY MEDICAL CTR PA	3/11/16	EXAM, TREATMENT & FOOD	GENERAL FUND	POLICE ADMINISTRATION	141.07
	3/11/16	FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
	3/11/16	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	50.42
	3/11/16	FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
	3/11/16	FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
	3/11/16	EXAM HEARTWORM VACCINE	GENERAL FUND	POLICE ADMINISTRATION	321.13_
				TOTAL:	673.63
WORTHINGTON OKABENA WINDSURFERS INC	3/11/16	FIRST MATE SPONSORSHIP	GENERAL FUND	OTHER GEN GOVT MISC	1,000.00_
				TOTAL:	1,000.00

VENDOR SORT KEY

DATE      DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	3,531.91
202	MEMORIAL AUDITORIUM	193.59
207	PD TASK FORCE	417.04
229	RECREATION	20,935.08
231	ECONOMIC DEV AUTHORITY	75.50
601	WATER	2,316.26
602	MUNICIPAL WASTEWATER	346.23
604	ELECTRIC	2,919.56
605	INDUSTRIAL WASTEWATER	28,153.12
609	LIQUOR	147.93
612	AIRPORT	89.34

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GRAND TOTAL:            59,125.56  
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