

## **WORTHINGTON CITY COUNCIL**

### **AGENDA**

**7:00 P.M. - Monday, June 13, 2016**

**City Hall Council Chambers**

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. INTRODUCTIONS AND OPENING REMARKS**
- C. PUBLIC MEETING - REVIEW OF STORM WATER POLLUTION PREVENTION PLAN - ENGINEERING CASE ITEM 1 (BLUE)**
- D. AGENDA ADDITIONS/CHANGES AND CLOSURE**
  - 1. Additions/Changes
  - 2. Closure
- E. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. City Council Minutes of Regular Meeting May 23, 2016
    - b. City Council Minutes of Special Meeting - Work Session May 31, 2016
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. Planning Commission Meeting Minutes of June 7, 2016
    - b. Worthington Housing and Redevelopment Authority Board Minutes of April 20, 2016
    - c. Center for Active Living Committee Minutes of May 9, 2016
    - d. Worthington Convention and Visitors Bureau Minutes of March 30, 2016
    - e. NEON Committee Minutes of May 12, 2016
  - 3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

#### **Case Items**

- 1. Cancellation of Smith Trucking Memorandum of Understanding
- 2. Temporary On-Sale Beer License - Lake Okabena Improvement Association

3. Additional 2016 License Renewal Applications
4. Application for Exemption from Lawful Gambling Permit - King Turkey Day, Inc.
5. Application for Parade Permit or to Block Street(s) - Worthington Trojan Marching Band
6. Center for Active Living - Membership Renewal Policy
7. Center for Active Living - Key Holder Agreement

b. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Items

1. Change Orders 1 and 2 to Taxiway C Extension Project

4. BILLS PAYABLE

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

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

Case Items

1. Third Reading Proposed Ordinance Vacating Portion of Platted Utility Easement in Lot 5, Block 2, Homewood Hills Third Addition
2. Third Reading Proposed Ordinance Amending Title XV of the City Code of Worthington, Nobles County, Minnesota to Rezone Property from "R-2" (One Family, Low Density Residential) to "R-4" (Medium Density Residential)
3. Funding Request - Turkey Day Costume
4. Schaap Sanitation Contract
5. Center for Active Living Bountiful Baskets Contract
6. Application for Parade Permit or to Block Street(s) - Worthington Area YMCA

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

Case Items

2. Minnesota Department of Public Safety Grant Agreement and Professional Services Procurement for CD 12 Flood Mitigation Project
3. Award Contract for Taxiway C Crack Repair and Seal Coat Project
4. Approve Plans and Authorize Advertisement for Bids for North Industrial Commercial Park Phase 2 Sewer and Water Extensions
5. Award Contract for Knollwood Drive and 1<sup>st</sup> Avenue Southwest Sanitary Sewer Extension
6. Resolution Pertaining to Intent to Bond for Costs Incurred in Making Public Improvement

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

Case Items

1. First Reading Ordinance Amendment - Drost Annexation
2. Interim Use Permit
3. Petition for Annexation - Worthington ISD #518

**I. COUNCIL COMMITTEE REPORTS**

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

**J. CITY ADMINISTRATOR REPORT**

**K. CLOSED SESSION UNDER MINN. STAT. § 13D.05, SUBD. 3 (C)(3) - REAL ESTATE ACQUISITION SOLICITATION - PARCEL NO. 31-0628-000 - (ADMINISTRATION CASE ITEM 7)**

**L. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, MAY 23, 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: Clyde Hoffman.

Staff present: Steve Robinson, City Administrator; Brad Chapulis, Director of Community/Economic Development; Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Alex Chhith, Daily Globe; Kathy Kusz, Nobles County Attorney.

The Pledge of Allegiance was recited.

**HONORARY COUNCIL MEMBER**

Mayor Kuhle welcomed Clyde Hoffman as the Honorary Council Member for the months of May, June and July, 2016.

**PUBLIC HEARING AND RESOLUTION NO. 3667 ADOPTED ORDERING  
IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS -  
BIOSCIENCE DRIVE WEST OF COUNTY DITCH 12**

At their May 9, 2016 meeting, Council voted to adjourn a public hearing for the improvement of Bioscience Drive West of County Ditch 12 as there were no affected property owners in attendance, and because the immediate need for the immediate improvements had changed, staff wanted additional time to come back to Council with alternates and financial implications.

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

Dwayne Haffield, Director of Engineering, said that this was a continuation of the hearing that was adjourned at the May 9, 2016 Council meeting, and that he would be talking about options tonight instead of the assessment process for the project as the affected owner also serves as City Council. With the original developer of the property backing out, there is no site plan or schedule driving the improvement. Three options were presented for moving the improvements forward:

- Option 1 - Order all improvements as proposed in the feasibility report, including sanitary sewer, storm sewer, water main and street construction
- Option 2 - Order only the extensions of the municipal sanitary sewer and water distribution systems proposed in the feasibility report
- Option 3 - Order only the extensions of the sanitary sewer and water main systems that will be consistent with the layout originally adopted by Council



Of the three, Mr. Haffield said he was proposing a much more efficient route, and was recommending Option 2, but Option 3 would also be an acceptable option. The cost difference between the two options is \$1.5 million for Option 2 vs. \$1.4 million for option 3, if the street were included. Delaying the installation of the street would allow time for the sanitary sewer extension to settle, and although the storm sewer extension could be done, it generally works better to delay installation until there is a site plan to align with.

Mayor Kuhle asked if there was anyone present who wished to present testimony regarding the improvement. None was received.

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

The motion was made by Council Member Council Member Sankey, seconded by Council Member Graber and unanimously carried to approve Option 2, minus the street and storm sewer extension, and adopt the following resolution ordering the improvement:

RESOLUTION NO. 3667

#### ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

**PUBLIC HEARING AND RESOLUTION NO. 3668 ADOPTED APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. 469.1813 - PARCEL ID #31-0611-000 - GRAND AVENUE**

Pursuant to published notice, this was the time and date set for public hearing for a Nobles Home Initiative Application - Parcel ID #31-0611-000, Grand Avenue.

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

Brad Chapulis, Director of Community/Economic Development, said Larry Davis was seeking the approval of a tax abatement for the construction of a single family dwelling on property he will spec build on legally described as Lot 1, Block 1, Davis Addition, City of Worthington, Nobles county, Minnesota. The dwelling will include 1,566 square feet of living space on the main level, an unfinished basement and a two-stall garage. Mr. Chapulis said the application meets all of the parameters of the NHI Guidelines, therefore, staff was recommending approval of the application.

Mayor Kuhle asked if there was anyone present who wished to present testimony regarding the

application. None was received.

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

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to adopt the following resolution approving the application for tax abatement for Parcel ID #31-0611-000 - Larry Davis - Grand Avenue:

RESOLUTION NO. 3668

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

(Refer to Resolution File for complete copy of Resolution)

**PUBLIC HEARING AND RESOLUTION NO. 3669 ADOPTED APPROVING TAX ABATEMENT FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. 469.1813 - PARCEL ID #31-3267-015 - DAYTON DRIVE**

Pursuant to published notice, this was the time and date set for a public hearing regarding a Nobles Home Initiative Application - Parcel ID #31-3267-015 - Dayton Drive.

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

Brad Chapulis, Director of Community/Economic Development, said Todd Schewbach was seeking approval of tax abatement for the construction of a single family dwelling he will spec build on a lot legally described as Lot 3, Block 1, Park View Acres 2<sup>nd</sup> Addition, City of Worthington, Nobles County, Minnesota. The single family dwelling will include 1,766 square feet of living space on the main level, an unfinished basement and a two-stall garage. Mr. Chapulis said the application meets all of the requirements of the NHI Guidelines, therefore, he was recommending approval of the application.

Mayor Kuhle asked if there was anyone present who wished to provide testimony regarding the application. None was received.

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

The motion was made by Council Member Sankey, seconded by Council Member Harmon and

unanimously carried to adopt the following resolution approving the application for tax abatement for Parcel ID #31-3267-0015 - Todd Schwebach - Dayton Drive:

RESOLUTION NO. 3669

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

(Refer to Resolution File for complete copy of Resolution)

**AGENDA CLOSED/APPROVED WITH CHANGE**

Mayor Kuhle requested that the Bountiful Baskets Renewal Agreement be pulled from the Consent Agenda and added to the regular agenda as Item H.6. under Administration.

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

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting May 9, 2016
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting May 2, 2016; Planning Commission / Board of Appeals Minutes of May 3, 2016; NEON Committee Minutes of April 14, 2016; Heron Lake Watershed District Board Minutes of March 15, 2016; City of Worthington Board of Appeals/Equalization Minutes of May 5, 2016; Worthington Economic Development Authority Minutes of May 9, 2016
- 2016 Annual License Renewal Applications as presented
- Application for Exemption from Lawful Gambling Permit - Worthington Area Chamber of Commerce
- Application for Temporary On-Sale Liquor License - Worthington Okabena Windsurfers
- Bills payable and totaling \$776,601.00 be ordered paid

**NOBLES COUNTY ATTORNEY'S OFFICE ANNUAL REPORT TO COUNCIL**

Kathleen Kusz, Nobles County Attorney, provided information on the work her office has performed over the past year for the City of Worthington in regards to prosecutions. The actual City case load fell below the maximum recommended caseload, however, the County's caseload experienced an increase. Ms. Kusz said she felt that, averaged over the past several years, the City was getting a lot

of work from them for their money.

Also presented was an estimated proposed budget for County Attorney / City Prosecution Agreement Fees. Ms. Kusz said she wanted to provide the information now so Council would have it when they started their budget discussions this year for 2017. The proposed budget represents a 6% increase (or roughly \$1000/month) over 2016, but of that amount, \$690 is salaries and wages, which she has no control over. A new position of Student Lawyer (summer only) has been added, which is a good way to try to draw qualified people from the metro area - hoping they will decide to stay in this area. She also gave Council a "heads up" that they are looking at replacing their current MCAPS system, which is currently two duplicate systems - one for the County and one for the City's cases. They are looking at going to a system that will be tested by Rice County, and which is currently being used by Duluth.

Ms. Kusz thanked Council for the opportunity to talk to them, and Council in turn thanked her for the information.

**THIRD READING AND ORDINANCE NO. 1095 ADOPTED EXTENDING THE CORPORATE LIMITS OF THE CITY OF WORTHINGTON TO INCLUDE 6.5 ACRES OF UNPLATTED LAND ABUTTING THE CITY OF WORTHINGTON AND OWNED BY ALLEN AND KIMBERLY DROST**

Pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance extending the corporate city limits of the city of Worthington to include 6.5 acres of unplatted land abutting the city of Worthington and owned by Allen and Kimberly Drost, and legally described as follows:

That part of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, lying Northwest of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company, EXCEPT a tract beginning at the North Quarter Corner of said Section 34; thence Easterly along the North line of said Section 34, a distance of 115.00 feet; thence Southwesterly, a distance of 119.60 feet, more or less, to a point on the West line of the Northeast Quarter of said Section 34 distant 33.00 feet South of the North Quarter corner of said Section 34, a distance of 33.00 feet to the point of beginning.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to give a third reading to, and subsequently adopt the following Ordinance:

ORDINANCE NO. 1095

AN ORDINANCE EXTENDING THE CORPORATE CITY LIMITS OF THE CITY OF

WORTHINGTON TO INCLUDE 6.5 ACRES OF UNPLATTED LAND ABUTTING THE CITY  
OF WORTHINGTON AND OWNED BY ALLEN AND KIMBERLY DROST

(Refer to Ordinance File for complete copy of Ordinance)

**SECOND READING PROPOSED ORDINANCE VACATING PORTION OF PLATTED  
UTILITY EASEMENT IN LOT 5, BLOCK 2, HOMEWOOD HILLS THIRD ADDITION**

Pursuant to published notice this was the time and date set for the second reading of a proposed ordinance that would vacate a portion of a platted public utility easement as follows:

An ordinance vacating that portion of the platted public utility easement in Lot 5, Block 2, Homewood Hills Third Addition, City of Worthington, Nobles County, Minnesota described as follows:

The east 8.00 feet of the west 16.00 feet of Lot 5, Block 2, Homewood Hills Third Addition, City of Worthington, Nobles County, Minnesota

Vacating a portion of the easement by adopting the proposed ordinance will allow the owner of the property to place an accessory structure closer to the rear line. Prior to the third reading, the proposed ordinance will go before the Water and Light Commission for concurrence.

The motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to give a second reading to the proposed ordinance.

**SECOND READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY  
CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE  
PROPERTY FROM "R-2" (ONE FAMILY, LOW DENSITY RESIDENTIAL) TO "R-4"  
(MEDIUM DENSITY RESIDENTIAL)**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance that would rezone the following legally described property from its current "R-2" - One Family, Low Density Residential to "R-4" - Medium Density Residential:

The following legally described area, presently included in the "R-2" district, shall henceforth be included in the "R-4" district:

That part of the Northeast Quarter of the Southwest Quarter, Section 13, Township 102, Range 40, City of Worthington, Nobles County, Minnesota lying north of a westerly projection of the north line of Block 2, Northland Park Second Addition, City of Worthington, Nobles County, Minnesota EXCEPT 8.63 acres for Interstate 90 and EXCEPT 8.02 acre tract described in Document No. 212660 and EXCEPT

that part of the Northeast Quarter of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the southeast corner of Lot 3 of Auditor's Plat of the West Half of the Southwest Quarter of Section 13, Township 102, Range 40, City of Worthington, according to the recorded plat thereof; thence on an assumed bearing of South 89 degrees 04 minutes 09 seconds East, along the easterly extension of the south line of said Lot 3, a distance of 208.33 feet; thence North 0 degrees 01 minutes 52 seconds West, parallel with the east line of Lots 1, 2 and 3 of said Auditor's Plat, a distance of 437.57 feet to the southerly right-of-way line of Interstate Highway No. 90 as recorded in Document No. 189598; thence North 89 degrees 12 minutes 07 seconds West, along said southerly right-of-way line, a distance of 208.33 feet to the east line of Lot 1 of said Auditor's Plat; thence South 0 degrees 01 minutes 52 seconds East, along the east line of Lots 1, 2 and 3 of said Auditor's Plat, a distance of 437.09 feet to the point of beginning, containing 2.09 acres, subject to easements now of record in said county and state,

and EXCEPT that part of the Northeast Quarter of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the center of said Section 13; thence on an assumed bearing of South 0 degrees 00 minutes 00 seconds West, along the north-south quarter line of said Section, a distance of 282.95 feet to the southerly right-of-way line of Interstate Highway No. 90; thence North 89 degrees 11 minutes 29 seconds West, along said southerly right-of-way line, a distance of 445.00 feet to the intersection with the westerly line of the Worthington Christian School Tract as recorded in Document No. 212660, said intersection being the point of beginning of the tract to be described; thence North 89 degrees 12 minutes 06 seconds West, along said southerly right-of-way line, a distance of 330.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 438.36 feet; thence North 89 degrees 04 minutes 09 seconds West a distance of 135.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 70.01 feet; thence South 89 degrees 04 minutes 09 seconds East a distance of 135.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 172.64 feet; thence South 89 degrees 12 minutes 06 seconds East a distance of 330.00 feet to the westerly line of said Worthington Christian School Tract as recorded in Document No. 212660; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 269.00 feet; thence North 89 degrees 12 minutes 06 seconds West, along said westerly line a distance of 125.00 feet; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 88.00 feet; thence South 89 degrees 12 minutes 06 seconds East, along said westerly line, a distance of 125.00 feet; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 324.00 feet to the point of beginning, containing 5.12 acres, subject



to easements now of record in said county and state.

Adoption of the ordinance will allow the applicant to construct a multi-family residential development.

The motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to give a second reading to the proposed ordinance.

**DESIGNATION OF OFFICIAL CITY REPRESENTATIVE TO CUERO, TEXAS AND AUTHORIZATION FOR REIMBURSEMENT OF EXPENSES**

Section 4.17 of the Worthington City Charter *Historical Partnerships*, provides that "Council may authorize expenditures for one or more designated City officials to serve as official City of Worthington representatives to Crailsheim Germany and Cuero, Texas, and such other destinations that have a historical partnership/significance to the City..." The City has been notified that Cuero, Texas will be celebrating their 2016 Turkey Fest October 7<sup>th</sup> - 8<sup>th</sup> this year, and travel dates will be October 5<sup>th</sup> or 6<sup>th</sup> to Cuero, and returning home Sunday, October 9<sup>th</sup>.

The motion was made by Council Member Nelson, seconded by Council Member Janssen and unanimously carried to designate Council Member Harmon to represent the City of Worthington at the 2016 Turkey Fest in Cuero, Texas, and to authorize reimbursement of his expenses, including up to \$100 for a gift to their Mayor.

**BOUNTIFUL BASKETS RENEWAL AGREEMENT SENT BACK TO CENTER FOR ACTIVE LIVING COMMITTEE FOR FURTHER RECOMMENDATION**

The six-month trial partnership with Bountiful Baskets that Council approved at their November 23, 2015 meeting expires June 25, 2016. The agreement allowed for the use of the Center for Active Living for packing and distribution of products on designated dates. Bountiful Baskets was requesting a one-year renewal of the agreement.

Mayor Kuhle said he requested this to be pulled from the consent agenda as it doesn't serve low income people and is not based on need - it is competition with private business, especially after Council recently approved the business at the former Prairie View Golf Course site - it should be based on a fair rental. The business is a non-profit, but Council Member Nelson said he has received some push back from store owners that they want a level playing field. Council Member Sankey said he voted against it six months ago and will vote against it now.

Following discussion, the motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to send the request back to the Center for Active Living Committee for direction to include a minimum rental from Bountiful Baskets for the use of the facility for distribution of their products.

**CITY HALL SECURITY UPDATES SET ASIDE**

Based on the lack of security in the City Hall Building, staff presented a proposal from Midwest Alarm Systems for installation of a panic button alarm system and a video surveillance system in the two reception areas of the building. The alarm system would include silent and audio alarms depending on your location in the building. The video system would record any activity that occurs in the reception areas and would be able to be viewed by computer at any work station located in the City Hall building. The proposal from Midwest Alarm Systems for installation of the systems was \$3,923.03 for the alarm system, and \$2,991.72 for the video system, or a total of \$6,914.75. Midwest did offer a \$500 reduction if both security options were selected. Todd Wietzema, Public Works Director, said because the 2016 operating budget did not include these measures, Council would also need to approve a budget amendment. Funds would come out of the Municipal Building Fund Reserves that are left over from the past City Hall renovations. Current balance of the fund is \$67,658.00.

Council Member Janssen inquired about additional quotes. Mr. Wietzema said he had solicited additional suppliers for a quote but did not receive anything from them. Council Member Graber said we have a need for security systems in all the City owned facilities and we need to look at extending this to those buildings. Mayor Kuhle said he would like an evaluation of all the buildings, and would also like to see additional proposals for the services. Steve Robinson, City Administrator, suggested the issue could be set aside and revisited at the next Council meeting.

**RESOLUTION NO. 3670 ADOPTED ACCEPTING A DONATION OF PERSONAL PROPERTY - WORTHINGTON LIONS CLUB**

The Worthington Lions Club submitted an application to donate a park bench to be located within Chautauqua Park. Todd Wietzema, Public Works Director, said the application meets all the requirements set forth in the Park Donation Policy previously adopted by Council. The Park and Recreation Advisory Board was recommending Council acceptance of the donation.

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

RESOLUTION NO. 3670

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for complete copy of Resolution)

**CONTRACT AWARDED FOR 2016 STREET RECONSTRUCTION IMPROVEMENTS**



The 2016 Concrete Pavements Improvements project includes the following schedules:

- Schedule 1 Darling Drive Reconstruction
  - Alternate 1 - Salvage & Reinstall Storm System
  - Alternate 2 - Remove and Replace Storm System
- Schedule 2 Hagge Street Reconstruction
- Schedule 3 Schaap Drive Reconstruction

The following bids were received May 20, 2016 and were now submitted to Council for consideration:

	<u>Engineer's Estimate</u>	<u>BX Civil &amp; Constr., Inc.</u>	<u>Larson Crane Service, Inc.</u>	<u>Duininck, Inc.</u>	<u>Henning Constr., Inc.</u>
Schedule 1	\$154,020.35	\$143,229.80	\$147,763.00	\$144,740.90	\$168,087.10
Alt 1	\$10,530.00	\$4,955.00	\$4,776.00	\$6,279.60	\$11,200.00
Alt 2	\$10,465.30	\$7,716.00	\$6,578.00	\$9290.50	\$9,795.00
Schedule 2	\$254,953.45	\$214,628.20	\$219,062.00	\$233,453.75	\$261,504.15
Schedule 3	\$263,230.20	\$227,959.90	\$240,583.50	\$235,610.55	\$264,772.08
Total Schedules 1-3 with Alternate 1	\$682,734.00	\$590,772.90	\$612,184.50	\$620,084.80	\$705,563.33
Total Schedules 1-3 with Alternate 2	\$682,669.30	\$593,533.90	\$613,986.50	\$623,095.70	\$704,158.33

Dwayne Haffield, Director of Engineering, said staff was recommending Council award the bid with Alternate #2 to BX Civil & Construction, Inc. as the low qualified bidder.

The motion was made by Council Member Sankey, seconded by Council Member Nelson and unanimously carried to award the bid for the 2016 Concrete Pavement Improvements project with Alternate 2, to BX Civil & Construction, Inc. As the low qualified bidder in the amount of \$593,533.90.

**CONTRACT AWARDED FOR KNOLLWOOD DRIVE AND 1<sup>ST</sup> AVENUE SOUTHWEST  
SANITARY SEWER EXTENSION PROJECT**

The following bids were received on May 20, 2016 for the Knollwood Drive and 1<sup>st</sup> Avenue Southwest Sanitary Sewer Extension project:

<u>Engineer's Estimate</u>	<u>Larson Crane Service</u>	<u>Duininck, Inc.</u>	<u>GM Contracting</u>	<u>Geislinger &amp; Sons</u>
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\$145,759.00   \$132,288.00                      \$138,740.46   \$160,882.57                      \$231,671.00

The project includes the extension of sanitary sewer on Knollwood Drive south of Woodland Court and 1<sup>st</sup> Avenue SW for a proposed residential development south of 1<sup>st</sup> Avenue SW.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to award the contract for the Knollwood Drive and 1<sup>st</sup> Avenue Southwest Sanitary Sewer Extension project to Larson Crane as the low qualified bidder in the amount of \$132,288.00, subject to adoption and publication of the ordinance annexing the property south of 1<sup>st</sup> Avenue SW and approval of the ordinance by the Minnesota Office of Administrative Hearings.

**PLANS APPROVED WITH AUTHORIZATION TO ADVERTISE FOR BIDS FOR 2016 BITUMINOUS OVERLAY PROJECT**

The 2016 Construction Fund (401) budget includes \$350,000 for contract maintenance, and staff is proposing to use that budget for street overlays for the following identified streets:

Tenth Avenue - Tower Street to Winifred Street  
Milton Avenue - Dover Street to Oxford Street  
Omaha Avenue - Dover Street to Oxford Street  
South Shore Drive - Causeway to Knollwood Drive  
Park Avenue and Clary Street Intersection

Cost of the overlay work including engineering and contingencies is the budgeted amount of \$350,00, of which about \$40,000 is for pedestrian ramps required by the ADA. The South Shore Drive work includes removal and replacement of 130 feet of curb and gutter to correct a drainage deficiency, however, Mr. Haffield said some ponding will remain.

The motion was made by Council Member Sankey, seconded by Council Member Graber and unanimously carried to approve the Plans for the 2016 Bituminous Overlay Project and authorize advertisement for bids to be received June 24, 2016 and considered at the June 27, 2016 Council meeting.

**FINAL PLAT APPROVED - DAVIS ADDITION**

Brad Chapulis, Director of Community/Economic Development, said Larry Davis was seeking final plat approval of a subdivision to be known as Davis Addition on approximately 1.52 acres of land he owns on Darling Drive. Council approved the preliminary plat at their March 14, 2016 meeting, but before a final plat can be approved the subdivider is required to install all applicable public infrastructure improvements. Mr. Davis has contracted to install the services stub in for the six proposed lots but there has been some delay due to weather. Mr. Chapulis said Planning

Commission approval is not required as the final plat is in substantial conformance with the approved preliminary plat.

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to approve the Final Plat - Davis Addition.

#### **FINAL PLAT APPROVED - GRAND TERRACE ADDITION**

Brad Chapulis, Director of Community/Economic Development, said the Southwest Minnesota Housing Partnership was seeking final plat approval of a subdivision to be known as Grand Terrace Addition on approximately 5.11 acres of land it owns on Grand Avenue. Council approved the preliminary plat at its April 11, 2016 meeting, but before a final plat can be approved and recorded, the subdivider is required to install all applicable public infrastructure improvements. In lieu of completion of the improvements, the Partnership has submitted a cashier's check for the value of the contract it has with Larson Crane Service for installation of the service stub-ins. Planning Commission approval is not necessary as the final plat is in substantial conformance with the approved preliminary plat.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve the final plat - Grand Terrace Addition.

#### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - reported on the Joint City/County/School Board Meeting.

Council Member Nelson - noted the Park Board is scheduled to meet this Friday and the HRA will meet next week.

Council Member Graber - May 12<sup>th</sup> participated in a celebration at South Shore Nursing Home, and the Public Arts Commission will meet this Thursday. A Chamber meeting and work session are also coming up.

Honorary Council Member Hoffman - nothing to report.

Council Member Janssen - no City meetings to report.

Council Member Harmon - missed the Joint City/County/School Board meeting; Water and Light Commission will meet at 3 tomorrow.

Council Member Sankey - May 12<sup>th</sup> NEON met, the subgroup will meet next Thursday; the Heron Lake Watershed Board met Tuesday.

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

Steve Robinson, City Administrator, reported that he and Scott Hain went to St. Paul yesterday for the last day of the session, Mayor Kuhle was there also. Lewis and Clark was in the bonding bill but time ran out before they could approve the bill. At this point the last leg of the project is not funded

so we'll wait to see what happens - it could be resurrected in a special session.

**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  
SPECIAL MEETING - WORK SESSION, MAY 31, 2016**

The meeting was called to order at 4:00 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.

Staff members present: Todd Wietzema, Public Works Director; Steve Robinson, City Administrator; Mindy Eggers, Assistant City Clerk.

Others present: Dan Livdahl, John Landgaard, Steve Schneider, Lyndon Olson, Jeff Williamson, Jay Milbrandt, Alex Chhith, Daily Globe; Justine Wettschreck, KWOA.

**SOCCKER FIELDS/ISD 518 PROPOSAL**

Steve Robinson, City Administrator explained that Council has previously authorized staff to enter into a contract with SEH to update the soccer field plans at Buss Field. Mr. Robinson stated that John Landgaard, ISD 518 Superintendent contacted him about partnering with the School District on soccer fields and constructing new ones instead of continuing with the upgrades at Buss Field. Mr. Robinson stated that engineers have been put on hold due to this request.

John Landgaard stated that everyone has a draft plan that was handed out. Mr. Landgaard stated that this draft will be presented to the community on June 8<sup>th</sup> for public comment. The School district is asking if the City would like to collaborate with the district on three soccer fields at the proposed new high school site.

Mr. Langaard explained that the master plan that was put together in 2013 highlights the goals for Buss Field such as doing a major overhaul of the fields until other options are available at the complex or in the meantime, top dressing and filling holes to bring it up to a safe playing level. Mr. Landgaard stated that this is why the district would like to promote collaborating at this time with the City on the new school site and feels that construction could possibly started by late summer or early fall. He noted he does not see a reason why the fields could not be City owned and operated.

Discussion was held on the pros and cons of moving forward with the soccer fields at the new school site. The consensus from Council members is there are too many things that would have to fall into place before anything could move forward. Mr. Robinson stated there is concern about the utility infrastructure that would have to take place along with the parking to move forward at the new site, which would be delayed by months and thus leaving the Buss fields with no improvements.

Council Member Graber asked if the College has been contacted to be part of the collaboration. She has been told that the college is looking at having a soccer club. Mr. Landgaard stated that at this time there has been no contact with the college. Mr. Robinson stated that conversations have been held with the college and the City has agreed to let them use Southeast Park as the practice facility for this fall. As the City moves forward he foresees that Buss Field could possibly become the home field for the college.

Mayor Kuhle stated that his feeling is the City would like to collaborate with the School District in the future on projects but also feels that it needs to move forward with the proposed improvements to Buss fields as planned. The Mayor noted that council members will need to weigh in on the adequate amount and types of recreational activities that are needed and do what is best for the community as a whole.

Mr. Robinson stated that the internal funding for Buss Field is in place and the City is asking to extend the option sales tax to the full ten years with a decision to be made in the next Legislative session.

Council members agreed that moving forward with the improvements at Buss Field is the City's first priority and collaborating on adding future soccer fields with the School District can be looked at in the future.

#### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Nelson and unanimously carried to adjourn the meeting at 5:06 p.m.

Mindy Eggers, MCMC  
Assistant City Clerk



**Planning Commission/Board of Appeals Minutes  
June 7, 2016**

The meeting was called to order at 7:00 p.m. by Ken Moser in the City Hall Council Chambers.

Members Present: Bob Bristow, Amy Ernst, Diane Graber, Ken Moser, Thy Synavone, Ryan Weber, Amy Woitalewicz.  
Members Absent: None  
Staff Present: Brad Chapulis, Director of Comm/Econ. Dev; Angela Thiner, Secretary  
Others Present: Todd Ahlquist, Dale Ryan, Mick Eggers, Julie Dykema, Chad Cummings, Amanda Walljasper-Tate, Doug Tate, Zuby Jansen, Ken Jansen Kevin Donovan, Jason Turner, Andy Johnson, Maria Thier, Mark Thier, Todd Todd Hieronimous, Abraham Algadi, Tanya Wagner, Robin Moser, Barb Kremer, Glenn Kremer, Tom Macklin, Darline Mackling Midge Efner, Lauren LeBrun, Patty LeBrun, Skott Kraft, Brian Froderman, Brad Bonnett

**Approval of Minutes**

A motion to approve the minutes of the May 3, 2016 meeting was made by Diane Graber, seconded by Bob Bristow, and passed unanimously.

**Planning Commission Business**

**Public Hearing and Recommendation to City Council**

**Change of Zone - White Knight Investments, LLC (Continued from 5/3/2016)**

White Knight Investments, LLC withdrew their application for change of zone.

**Public Hearing and Recommendation to City Council**

**Interim Use Permit - Journey of Worthington - 212 10<sup>th</sup> Street**

Journey of Worthington is requesting approval of an interim use permit for property it owns at 212 Tenth Street. If approved the property would solely be used as a religious institution until December 1, 2016. It is the applicant's hope that with the given time request it would allow them adequate time to establish a coffeehouse/restaurant.

Staff summarized the request stating that Journey of Worthington is seeking an interim use permit to legally use the property at 212 Tenth Street solely for religious institution activities while it moves forward with the establishment of a coffee shop/restaurant. Staff discussion with the applicant included the hours of operation for the coffee shop/restaurant would be 8am-3pm, Monday through Saturday with breakfast and lunch menu offerings. The religious institution's activities would be

predominantly on Sundays and Wednesday evenings. Staff concluded that the applicant has the right/ability to conduct its services on the subject property once the coffee shop/restaurant is open and operable in the same manner it has since 2008, provided the 2007 interpretation remains valid, which staff is of the opinion that it is.

Ken Moser opened the public hearing. Todd Ahlquist, board of directors for Journey of Worthington, stated the purpose of the requested interim use permit is to allow temporary use of the building for religious purposes while planning the establishment of a coffee house. Journey of Worthington is also intending to use the building for special events as already requested by the King Turkey Day Committee, Turkey Day class reunions and to schedule Christmas party events during the allotted time frame. Mr. Ahlquist recounted a time line of events which took place leading up to the interim use permit application. Mr. Ahlquist stated in February of 2016, Journey gave notice of termination of lease to Hartzler Enterprises, LLC with a date of termination being May 2, 2016. In April of 2016 after a request from Mr. Hartzler for a 90 day extension, which was denied, the Journey Building Use Task Force held their first meeting. In May, the Task Force communicated to Journey leadership that it was recommending that Journey itself, own and operate a coffee shop/restaurant. It was after the recommendation in May that the application for the interim use permit was filed. Journey leadership has since formed a Business Development Team to establish a coffeehouse/restaurant in the Journey building.

Mr. Ahlquist indicated that steps were not taken sooner to establish a coffeehouse to give Mr. Hartzler ample time to find a spot to relocate his business as Journey was not wanting to compete with Mr. Hartzler's business. Mr. Ahlquist stated that Journey has taken steps to move forward with establishing the coffeehouse by purchasing some of the equipment needed, appointing an event manager of the building as well as working with 3 Minnesota certified Food Managers to supervise food prep and storage.

In response to questions from Commissioner Woitalewicz, Todd Ahlquist stated that a lease extension was not offered to Mr. Hartzler due to the difficulty of the relationship between Journey and Mr. Hartzler.

Ken Moser stated he, as well as some comments he received from community members, had a concern with the lack of foot traffic that would occur if the building were not used as a retail business. Mr. Moser inquired if consideration were given to buying out Mr. Hartzler instead of just terminating the lease agreement. Mr. Ahlquist responded that the option was considered but ultimately due to the condition of the equipment, among other things, Journey of Worthington decided it would not be the best decision. Amy Woitalewicz asked what the alternative would be to opening up a coffeehouse. Mr. Ahlquist responded that they could open any kind of retail business, for example a clothing store or another second hand store in downtown. Diane Graber asked Todd if Journey had found another location to meet while the retail portion is vacant. Mr. Ahlquist stated Journey is still using the building to hold their religious activities. Mr. Chapulis explained that action is not enforced until the application has been approved or denied.



Ryan Weber stated he also had concerns with the time line of events. He wondered if when the notice of termination was sent in February, was consideration given if Mr. Hartzler did not find another location to occupy. Commissioner Weber stated that he felt that a plan should have been put in place back in February. Todd Ahlquist responded that Journey felt they were doing the right thing by giving Mr. Hartzler as much time as they did.

After submitting a statement for record to the Commissioners, Mayor Kuhle spoke in favor of denying the interim use permit application stating that he was on the Planning Commission in 2007 when the previous property owners and former members of Journey had submitted applications to establish a religious institution as a primary land use on the subject property which was being used as a Christian bookstore and coffee shop. Mayor Kuhle stated at that time he was also opposed to allowing a church to be the primary use of the subject property. Mayor Kuhle spoke of the original lease conditions being that church activities would occur during non retail hours and that no weddings or funerals would take place. Mayor Kuhle spoke of how important it is to protect the integrity of the downtown retail district. Amy Woitalewicz asked if Mayor Kuhle's concerns in 2007 were the equivalent of what was happening with the property at this moment. He confirmed this was the case. Commissioner Ernst struggled with understanding why Mayor Kuhle thought BenLee's operating at 212 Tenth street was a good thing yet Journey trying to do something similar was not favorable. Mayor Kuhle reiterated that he felt the subject property needed to remain retail as consideration needs to be given to all other downtown retail businesses.

Todd Hieronimous, downtown business owner, and Barb Kremer both stated they had issues with the time line. Barb Kremer asked for clarification as to why the lease with Mr. Hartzler was terminated in the first place. Ken Moser responded that Mr. Ahlquist had said the relationship between Hartzler Inc. and Journey had been challenging.

Abraham Algadi, director of WREDC, stated he was not speaking for or against the approval of the interim use permit. In response to questions from the commissioners Mr. Algadi explained there is high demand for a location for business along Tenth Street. Mr. Algadi added there is interest in the subject property and the information has been shared with the church.

Jason Turner and Brian Froderman, both members of Journey and the building task force, spoke in favor of the approval of the interim use permit. Mr. Turner as well as Mr. Froderman stated that the intentions of the building task force are to create more opportunity and foot traffic in downtown Worthington. They are only interested in how to best serve the community and downtown.

Maria Thier and Amanda Walljasper-Tate, downtown business owners spoke in favor of the denial of the request stating they have noticed a decrease in business since BenLee's has closed it's doors.

Chad Cummings, Worthington business owner, stated he believes Journey's intentions are to create a viable business and that he was in favor for. Mr. Cummings also noted he had concerns with the

time line of events, stating he felt Journey should have had options in place when the lease was first terminated.

Brad Chapulis explained that the 2007 special use permit application was for Journey to permanently use the facility for religious purposes. The Zoning ordinance states that the property is to be retail or restaurant style activities so an agreement was made for the church to operate as an accessory use with the primary function being the coffee shop, in other words the church was merely filling a time slot. When asked if staff had any final comments, Mr. Chapulis also explained that if the subject property is not being utilized as a restaurant land use group, the church is not able to use the building for religious purposes. With no additional comments from the public, Amy Woitalewicz motioned to close public hearing. The motion was seconded by Bob Bristow and passed unanimously.

After additional discussion between commission members and staff regarding how the church has been able to operate in the building since 2007, Amy Woitalewicz made a motion to recommend denial of requested interim use permit. Commissioner Woitalewicz gave her reasons for recommendation of denial as an interim use permit is not beneficial for downtown, stating that Journey of Worthington would be the only group to benefit by issuing the requested interim use permit.

Bob Bristow seconded the motion. Woitalewicz, Bristow, Graber, Synavone and Weber voted in favor of the motion. Amy Ernst voted in opposition of the motion. The motion carries 5:1.

Brad Chapulis stated that the Planning Commission's recommendation would be forwarded to City Council for consideration at their June 13, 2016 meeting.

### **Recommendation to City Council**

#### **Annexation Petition - 155.29 acres located in the SE 1/4 of the SE 1/4 of Section 21, Township 102, Range 40 West, Nobles County, Minnesota**

ISD #518 has submitted a petition requesting that the City annex 155.29 acres of land that it owns directly northwest of the intersection of Crailsheim Road and Fox Farm Road. ISD #518 is requesting the annexation to assure access to public infrastructure to properly service their proposed high school facility for the subject property.

Staff noted that the resolution has been reviewed and approved by the Worthington Township Board.

Commissioner Graber asked how the City benefits by annexing the subject property. Staff stated the City benefits by having land use authority and to ensure that development is done in an urban and orderly fashion.

After no further discussion, Bob Bristow made a motion to recommend approval of the Orderly Annexation Agreement amendment. Diane Graber seconded the motion and it passed unanimously.

Planning Commission Minutes  
June 7, 2016  
Page 5 of 5

**Other Business**

The next meeting is scheduled for Tuesday, July 5, 2016. At the May 3, 2016 meeting, discussion took place regarding changing the time of the meetings from 7:00 p.m. to 7:30 p.m. Staff indicated that if such a change were to take place it would need to be approved by City Council but it is a possibility. Amy Woitalewicz noted that it was her idea to change the meeting time but she was ok with holding the meetings at the current time of 7:00 p.m.

**Adjournment**

As there was no further business before the Planning Commission, the meeting adjourned at 9:08 p.m.

Angela Thiner  
Secretary



**Worthington HRA Regular Board Meeting  
April 20, 2016  
819 10<sup>th</sup> Street, Worthington, MN**

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

Excused Absence: Brad Chapulis

Staff Members Present: Randy Thompson, HRA Executive Director

Others Present: None

Royce Boehrs, Board Chairman called the meeting to order at 5:20 P.M

APPROVAL OF THE AGENDA: A motion was made by Lyle TenHaken to approve the agenda with no changes or additions. The motion was seconded by Lori Bristow. The Motion Passed.

APPROVAL OF MEETING MINUTES: A motion was made by Scott Nelson to approve the minutes from board meeting held March 29, 2016. The motion was seconded by Bridget Huber. The Motion Passed.

BILLS PAYABLE: The bills payable for the period of March 25, 2016 to April 19, 2016 were presented for approval. The bills paid included: Prairie Acres Account \$8,450.72 Management/Levy Account \$26,689.78, The Rising Sun Estates Account \$63,317.96, The Public Housing Account \$48,705.42.

FINANCIAL STATEMENT REVIEW: The board reviewed the March 31, 2016 financial statements for Public Housing and Section 8. The Statements were prepared by the Accounting Firm, Hawkins & Ash. The board also reviewed the dashboard statement internally prepared which provides a recap of the monthly and year to date financial information as prepared by the accounting firm. The board also reviewed the March, 2016 statements for Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. A Motion was made by Lyle TenHaken to Approve the Bills Paid from all accounts as presented and to approve the financial statements for Public Housing, Section 8, Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Lori Bristow. The Motion Passed. Motion - 04202016-A

MINNESOTA HOUSING FINANCE AGENCY BORROWING RESOLUTION: As part of the loan closing package for the Minnesota Housing Finance Agency Loan documents, a borrowing resolution was required of the HRA. The Board reviewed the Borrowing resolution on behalf of the Worthington HRA. The Resolution was prepared with boiler plate language as required by the Minnesota Housing Finance Agency in order to meet the Public Financing General Obligation bonding requirements. After review of the resolution and questions in regards to the resolution language in paragraph two of the document in regards to the 20 year loan forgiveness period and the 35 year commitment language for public housing ownership and why the inconsistencies in the number of years requirement. A motion to approve the borrowing resolution with explanation to the 20 year and 35 year commitment requirements was made by Lyle Tenhaken. The motion was seconded by Royce Boehrs. The Motion Passed. Motion – 04202016-B

EXECUTIVE DIRECTORS UPDATES: Thompson informed the board that he attended the NAHRO Board meeting and Day at the State Capital on April 19, 2016. As part of the day at the Capital visits Thompson did meet with both Senator Weber and Representative Hamilton in regards to the MN State Sales tax refund request. Both meetings provided opportunity for face to face conversation in regards to the Sales Tax refund request. The meeting with Representative Hamilton was more optimistic in regards to progress, although both lawmakers indicated the proposal was not getting any support or traction for support. Thompson informed the board that tenant safety meetings would be held for all residents living in the Atrium. May is a prime time to promote weather awareness and also fire safety. A total of six meeting are planned for early May with meeting both during the day and in the evening. Resident turnover continues to be high in comparison to previous two years at the Atrium. Four apartments with college students have given their move out notice for May 2016. There have been three other units that have given move out notices for the end of April and May 2016. Kent Simon of Miller Hansen Architects is planning to make a site visit to Rising Sun Estates in May to conduct an eleven month inspection.

A question was asked if any restitution had been received from the County Administrators office from damage to a door at Rising Sun Estates. Thompson indicated that he had not received any restitution or any other information from the Nobles County Attorney's office in regards to the matter. Thompson will follow up with the Nobles County Attorney's office for more information on the matter.

FUTURE MEETING DATES: The May board meeting will be held May 31, 2016 at 5:15 p.m. The meeting will be held at the Atrium Community Room. Having No Further business to discuss Board Chairman Royce Boehrs declared the meeting adjourned at 6:30 p.m.

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

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

## CAL Committee Meeting Minutes

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Date: May 9, 2016, 2016

Time: 10:00 am

Place: CAL Meeting Room

Present: Andy Johnson, Carole Wiese, Mike Harmon, Simon Koster, Twila Henning, Jerry Perkins, Julie Haas, Leon Betz, Marie Hoffmann, Kris Hohensee  
Absent: Jeff McNickle, Pat Henderschiedt

Meeting was called to order by Julie Hass. Motion by Simon, second by Jerry to approve February minutes as written. Motion passed.

Membership Renewal Policy was reviewed. Motion by Jerry to approve the policy as written, second by Twila. Discussion was held. Motion passed.

Policy for Development of Committee Guidelines was reviewed. Changes requested include:

- 1) Remove Kris's name from the Policy and Replace with CAL Director.

The policy will be brought back to the Committee for approval at the next meeting.

Items for the Director to Work On is not complete, the list will be refined and brought back to the Committee for Approval.

List of Program Offerings were reviewed. The marketing of programs to increase attendance was discussed. Add that a White Board will be placed at the CAL entry to be used to list the upcoming events.

Turkey Day Committee requested the use of the facility for the Vendor Staging. Kris informed them that the CAL is not available for Vendors. She is working with them on alternative of using the CAL for the movie if the weather becomes inclement. The question was raised regarding if food was going to be allowed as current usage prohibits food. Kris will check on this.

Bountiful Baskets contact with the city is up for renewal. Jerry moved to renew the contract with Bountiful Baskets, amended the motion to include the contract will be for a period of 1 year, second by Twila, motion passed.

Key Holder Policy was reviewed. There will be 2 Key Holders beside Kris. Simon moved to accept the policy, second by Julie, motion passed.

Twila informed the committee that she would be resigning from the committee effective immediately. She would be moving out of the area. Discussion was held on recommendations that can be made to the City Nomination committee for consideration.

Topics for next month include:

- ❖ Policy on Functions and Responsibilities of CAL Committee
- ❖ Items for Kris to Work On

Next meeting June 13<sup>th</sup>, 2016 @ 10:00am.

Motion Twila, second Jerry to adjourn the meeting, motion passed – Meeting adjourned.

Respectfully Submitted

Twila L Henning

Worthington Area Convention & Visitors Bureau  
Board of Directors Meeting  
March 30, 2016  
Chamber/CVB Office  
4:49 p.m.

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

Excused Absence: Maria Thier, Amber Luinenburg and Jessica Noble.

Absent: Jenny Andersen-Martinez.

Chairperson of the Board Jesse Flynn presiding.

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

A motion was made by Diane Graber, seconded by Nancy Vaske, and passed unanimously to approve the minutes of the February 24, 2016 Board of Directors meeting.

A motion was made by Jessica Nixon, seconded by Nicholas Raymo, and passed unanimously to accept the February, 2016 financial statements as presented.

Market Smarter Sponsorship: The Market Smarter event will be held on June 22<sup>nd</sup>, 2016. In 2015 the CVB sponsored the event at the \$500.00 level and are being asked to sponsor in the same amount. This sponsorship is budgeted. A motion was made by Nancy Vaske, seconded by Len Bakken, and passed unanimously to sponsor the 2016 Market Smarter event at the \$500.00 level.

Attendance at the Bio-Conference: With the CVB's sponsorship we receive six tickets to attend the conference. The Board was informed that if anyone was interested in attending they could use those tickets.

Committee Reports: Marketing/Visitors – Nothing new to report.

Motel Advisory – Met and discussed several advertising opportunities. They have also placed an ad in the MN Twins Yearbook this year.

Sports & Recreation – The Wild Turkey Shoot-Out was a successful tournament this year with a total of 54 teams. A completed financial will be provided when all expenses have been accounted for.



Board of Directors Meeting Continued, Page 2

Next Meeting: The next meeting will be held on Wednesday, April 27, 2016.

Meeting was adjourned by consensus at 4:57 p.m.

Respectfully Submitted,

Darlene Macklin, Executive Director

## NEON Minutes

May 12, 2016, Biotechnology Advancement Center

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

Linden Olson provided information on the property tax comparisons on a per pupil basis around the state excluding the metro school districts.

Governance Trend #44-Fiscal Uncertainty-There was discussion as to how to engage the small cities and townships in NEON. Discussed what small project this group should work on to keep NEON going.

Around the Table:

- Gene Metz/Nobles County-Commissioner-There was a meeting with the Governor that involved some Counties and Cities where they discussed the tough issue of gas tax.
- Brad Meester/City of Bigelow-Bigelow would like to be included in the RFP bidding process with Nobles County to see if they can get better rates to get their tax forfeited property torn down. The City office is working on the internet issues.
- Julie Foote/MVTV-Dundee is almost done. News of this project has spread to Willmar and they are starting a project there. Also installing service to Olson and Maka-Oicu Parks.
- Cheryl Janssen/Seward Township-provided information on the wind tower project.
- Kurt Lintelman/Round Lake-Completion of video conference sites in Round Lake and Adrian.
- Keith Stubbe/Round Lake-Two of the three houses for sale in Round Lake have sold.
- Linden Olson/District 518-Working on the building site plan. Talking with the County in regards to long term projects ie; outdoor pool, soccer fields and library.
- Rod Sankey/City of Worthington –City had a closed meeting to discuss wages for the Administrator. At the Board of Equalization meeting there were 124 pre assigned decisions and 20 people in attendance. Discussed Cable 3 option for internet or intranet.
- Donald Linssen/Nobles County – Commissioner Linssen reported that the Park Board approved internet installation. The County Board is working with the park board to discuss the need for shelter from storms for the campers.
- Tom Johnson/Nobles County – Administrator Johnson reported that about half of the feasibility study surveys have been returned. Blandin is starting another cycle with a June deadline.

The meeting adjourned.

Next Meeting:

June 9, 2016 5:30 – 7:00 pm  
 BioTechnology Advancement Center  
 1527 Prairie Drive, Worthington, MN 56187

## ADMINISTRATIVE SERVICES MEMO

**DATE: JUNE 13, 2016**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

**1. CANCELLATION OF SMITH TRUCKING MEMORANDUM OF UNDERSTANDING**

\_\_\_\_\_ Council approved a Memorandum of Understanding with Smith Trucking, Inc. of Worthington at the January 25, 2016 meeting for the acquisition of approximately 30 acres from the City north of Interstate 90 and west of Highway 59. The MOU identified the roles and responsibilities of both parties as it relates to the sale/purchase of the real estate.

City staff was notified on May 5, 2016 of Smith Trucking's intent to cancel the MOU while exploring options to further develop their existing site.

Attached as *Exhibit 1* is the notice of cancellation from Smith Trucking, Inc. Staff recommends terminating the Smith Trucking MOU.

**2. TEMPORARY ON-SALE BEER LICENSE - LAKE OKABENA IMPROVEMENT ASSOCIATION**

An application for a Temporary On-Sale Beer License has been received from the Lake Okabena Improvement Association for their 2016 Beach Bash fund raising event on Sunday, July 3, 2016, at Centennial Park. The application is included as *Exhibit 2*. All the required fees, paperwork and proof of insurance naming the City as additional insured have been received.

Council action is requested on the application for temporary on-sale beer license from the Lake Okabena Improvement Association.

**3. ADDITIONAL 2016 LICENSE RENEWAL APPLICATIONS**

The following additional 2016 license renewal applications have been received:

On-Sale Liquor

Diversified Ventures, LLC - The Ground Round Grill & Bar, 1290 Ryan's Road

Hy-Vee, Inc. - Hy-Vee Market Café - 1235 Oxford Street

Club On-Sale Liquor

FOE Aerie 3282, 205 Oxford Street

On-Sale Wine

Diversified Ventures, LLC, Ground Round Grill and Bar, 1290 Ryan's Road

The applications area included as *Exhibit 3*. All of the required paperwork, insurance certificates listing the City as additional insured and fees have been received for the renewals.

Council action is requested on the additional 2016 License Renewal Applications.

4. **APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - KING TURKEY DAY, INC.**

An Application for Exemption from Lawful Gambling Permit has been received from King Turkey Day, Inc. for a raffle to be held in conjunction with King Turkey Day, as follows:

Organization:	King Turkey Day, Inc.
CEO:	Wade Roesner
Type of Event:	Raffles
Date & Location of Event:	Saturday, September 17, 2016 King Turkey Day Beer Garden, 10 <sup>th</sup> St. & 2 <sup>nd</sup> Ave.

The application is included as *Exhibit 4*. Local approval of the application must be granted prior to approval by the State of Minnesota.

Council action is requested on the Application for Exemption from Lawful Gambling Permit.

5. **APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET(S) - WORTHINGTON TROJAN MARCHING BAND**

An application for Parade Permit or to Block Street(s) has been received from the Worthington High School Marching Band for their Meet the Trojans event scheduled for Thursday, June 16, 2016. The requested closure is from 5:00 p.m. to 7:00 p.m. for the following streets:

Clary Street - from Church Avenue to Marine Avenue  
Church Avenue - from Clary Street to the High School Parking Lot

Marine Avenue - from Clary Street to the High School Parking Lot

A map of the requested closure is included as ***Exhibit 5***. Rich and Wendy Huls have been designated as the Safety Officers for the event, and proof of insurance listing the City as additional insured has been received.

Council action is requested on the application for Parade Permit / Block Street(s).

6. **CENTER FOR ACTIVE LIVING - MEMBERSHIP RENEWAL POLICY**

***Exhibit 6*** is a proposed Center for Active Living Membership Renewal Policy as approved by the Center for Active Living Committee at their May 2016 meeting. It is hopeful that information obtained per the policy during membership renewals will aid in retaining members.

Council action is requested on the Center for Active Living Membership Renewal Policy.

7. **CENTER FOR ACTIVE LIVING - KEY HOLDER POLICY AND AGREEMENT**

***Exhibit 7*** is a proposed Key Holder Policy and Agreement as approved by the Center for Active Living Committee at their May 2016 meeting.

Council action is requested on the proposed Center for Active Living Key Holder Policy and Agreement.

**CASE ITEMS**

1. **THIRD READING PROPOSED ORDINANCE VACATING PORTION OF PLATTED UTILITY EASEMENT IN LOT 5, BLOCK 2, HOMEWOOD HILLS THIRD ADDITION**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance that would vacate a portion of a platted public utility easement as follows:

An ordinance vacating that portion of the platted public utility easement in Lot 5, Block 2, Homewood Hills Third Addition, City of Worthington, Nobles County, Minnesota described as follows:

The east 8.00 feet of the west 16.00 feet of Lot 5, Block 2, Homewood Hills Third Addition, City of Worthington, Nobles County, Minnesota

Vacating a portion of the easement by adopting the proposed ordinance will allow the owner of the property to place an accessory structure closer to the rear line. A complete copy of the proposed ordinance was included with your May 9, 2016 Council agenda.

Council action is requested to give a third reading to, and subsequently adopt, the proposed ordinance.

2. **THIRD READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA TO REZONE PROPERTY FROM "R-2" (ONE FAMILY, LOW DENSITY RESIDENTIAL) TO "R-4" (MEDIUM DENSITY RESIDENTIAL)**

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance that would rezone the following legally described property from its current "R-2" - One Family, Low Density Residential to "R-4" - Medium Density Residential:

The following legally described area, presently included in the "R-2" district, shall henceforth be included in the "R-4" district:

That part of the Northeast Quarter of the Southwest Quarter, Section 13, Township 102, Range 40, City of Worthington, Nobles County, Minnesota lying north of a westerly projection of the north line of Block 2, Northland Park Second Addition, City of Worthington, Nobles County, Minnesota EXCEPT 8.63 acres for Interstate 90 and EXCEPT 8.02 acre tract described in Document No. 212660 and EXCEPT that part of the Northeast Quarter of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the southeast corner of Lot 3 of Auditor's Plat of the West Half of the Southwest Quarter of Section 13, Township 102, Range 40, City of Worthington, according to the recorded plat thereof; thence on an assumed bearing of South 89 degrees 04 minutes 09 seconds East, along the easterly extension of the south line of said Lot 3, a distance of 208.33 feet; thence North 0 degrees 01 minutes 52 seconds West, parallel with the east line of Lots 1, 2 and 3 of said Auditor's Plat, a distance of 437.57 feet to the southerly right-of-way line of Interstate Highway No. 90 as recorded in Document No. 189598; thence North 89 degrees 12 minutes 07 seconds West, along said southerly right-of-way line, a distance of 208.33 feet to the east line of Lot 1 of said Auditor's Plat; thence South 0 degrees 01 minutes 52 seconds East, along the east line of Lots 1, 2 and 3 of said Auditor's Plat, a distance of 437.09 feet to the point of beginning, containing 2.09 acres, subject to easements now of record in said county and state,

and EXCEPT that part of the Northeast Quarter of the Southwest Quarter of Section

13, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the center of said Section 13; thence on an assumed bearing of South 0 degrees 00 minutes 00 seconds West, along the north-south quarter line of said Section, a distance of 282.95 feet to the southerly right-of-way line of Interstate Highway No. 90; thence North 89 degrees 11 minutes 29 seconds West, along said southerly right-of-way line, a distance of 445.00 feet to the intersection with the westerly line of the Worthington Christian School Tract as recorded in Document No. 212660, said intersection being the point of beginning of the tract to be described; thence North 89 degrees 12 minutes 06 seconds West, along said southerly right-of-way line, a distance of 330.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 438.36 feet; thence North 89 degrees 04 minutes 09 seconds West a distance of 135.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 70.01 feet; thence South 89 degrees 04 minutes 09 seconds East a distance of 135.00 feet; thence South 0 degrees 00 minutes 00 seconds West a distance of 172.64 feet; thence South 89 degrees 12 minutes 06 seconds East a distance of 330.00 feet to the westerly line of said Worthington Christian School Tract as recorded in Document No. 212660; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 269.00 feet; thence North 89 degrees 12 minutes 06 seconds West, along said westerly line a distance of 125.00 feet; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 88.00 feet; thence South 89 degrees 12 minutes 06 seconds East, along said westerly line, a distance of 125.00 feet; thence North 0 degrees 00 minutes 00 seconds East, along said westerly line, a distance of 324.00 feet to the point of beginning, containing 5.12 acres, subject to easements now of record in said county and state.

Adoption of the ordinance will allow the applicant to construct a multi-family residential development. A complete copy of the proposed ordinance was included with your May 9, 2016 Council agenda.

Council action is requested to give a third reading to, and subsequently adopt, the proposed ordinance - change of zone.

### **3. FUNDING REQUEST - TURKEY DAY COSTUME**

Wade Roesner, President of King Turkey Day, submitted a request to the City asking for assistance with funding to purchase a new Paycheck costume. The King Turkey Day Committee is requesting that the City participate with them and the Worthington Convention and Visitors Bureau by sharing in the cost of the costume, with each entity funding one third of the cost. Preliminary information from the promotional company is that the cost of a typical costume ranges between \$3,000 and \$5,000. The City previously contributed one

third of the cost of the current costume.

Funding for the costume was not included in the 2016 budget. Funds would be allocated from the General Fund unreserved fund balance. Since the actual cost is still unknown, it is our recommendation, should Council agree to participate, that a maximum of \$2,000 be allocated with a corresponding budget amendment.

Council action is requested.

#### **4. SCHAAP SANITATION CONTRACT**

The five-year agreement for Residential Refuse Collection, Disposal and Recycling, and, Yard Waste and Tree Brush Disposal between the City of Worthington and Waste Connections of Minnesota (Schaap Sanitation) expires on June 30, 2016. Attached as *Exhibit 8* is a copy of a new five-year agreement ending on June 30, 2021.

Schaap has provided refuse collection and disposal within the City for many years and owns the landfill site west of the city.

The terms of the new agreement are generally the same as previous agreements and include:

- Schaap shall provide each resident with two 95-gallon containers, one for refuse and one for recyclables,
- Weekly pick up for refuse and every other week pick up for recyclables on established regular routes,
- Any residence that is owned or leased by a person aged 62 or more shall be eligible for senior rates,
- Schaap shall provide a yard waste disposal site for leaves, grass clippings, trees and bushes at the Hwy 59/60 Recycling Center,
- For an annual fee of \$3,965.00, the City shall have use of the yard waste disposal site for leaves, grass clippings, trees and brush from public owned property,
- For a fee of \$1.00/ton, the City may dispose of street sweepings at the sanitary landfill,
- The cost of service is subject to an annual adjustment based on the Consumer Price Index for all Urban Consumers, and
- The adjusted monthly rates effective July 1, 2016 are \$18.29 per residence (\$16.29 senior rate) for refuse and \$3.65 per residence (\$3.50 senior rate) for recyclables. This adjustment represents a 1.1% increase.

Council action is requested.



**5. CENTER FOR ACTIVE LIVING BOUNTIFUL BASKETS CONTRACT**

Council approved a six-month trial partnership at the November 23, 2015 meeting for a trial partnership with Bountiful Baskets to allow them to use the Center for Active Living (CAL) for packing and distributing products on designated dates. The trial user agreement expires on June 25, 2016 and a request for a one-year renewal agreement came before Council at their May 23, 2016 meeting. The request was sent back to the Center for Active Living Committee to look at the potential of implementing a fee for Bountiful Basket's use of the CAL facility. The Cal Advisory Board met on May 9 and again June 7 to discuss the request. The CAL Advisory Board recommends approving the request from Bountiful Baskets without rental or use charges. The Advisory Board notes that the non-profit cooperative attracts people to Worthington from a 30-mile radius surrounding Worthington and offers produce and food items that supplement their local purchases.

The new agreement, minutes from the Center for Active Living Advisory Board meetings of May 9 and June 7, 2016, and letters of support are included in *Exhibit 9*.

Council action is requested.

**6. APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET(S) - WORTHINGTON AREA YMCA**

At their May 9, 2016 meeting, Council approved a street closure application from the YMCA for a Color Dash event scheduled for Friday evening, June 10, 2016. The event has been rescheduled to Sunday, July 3, 2016, at a different location and route, and will be coordinated with the Lake Okabena Improvement Association's Beach Bash event.

The request is to block Liberty Drive from Lake Avenue to Leon, from 9:00 a.m. to 6:00 p.m. on Sunday, July 3, 2016, for giant water slides and for staging the YMCA's 5K Run/Walk. The layout of the event has been discussed with Sgt. Brett Wiltrout of the Public Safety Department. Additional information regarding the street closure and events is included on the application shown as *Exhibit 10*, along with a map of the proposed street closure and planned route for the 5K Run/Walk. The YMCA's request also includes the use of the parking lot at the old out door pool site for the duration of the event.

Andy Johnson has been designated as the Safety Officer for the event, and an insurance certificate naming the City of Worthington as additional insured has been received.

Council action is requested on the application to block streets

**7. CLOSED SESSION UNDER MINN. STAT. § 13D.05, SUBD. 3 (C)(3) - REAL**

Administrative Services Memo  
June 13, 2016  
Page 8

**ESTATE ACQUISITION SOLICITATION - PARCEL NO. 31-0628-000**

Council will be going into closed session to discuss a real estate acquisition solicitation for property identified as Parcel No. 31-0628-000, as allowed under Minn. Statute § 13D.05, Subd. 3(c)(3). Additional non-public information regarding the solicitation will be provided to Council under separate cover.



TO: City of Worthington (Steve Robinson)

FROM: Smith Trucking, Inc.

RE: Cancellation of the MOU

Steve,

Thank you for your time Monday to discuss our project on the Hwy 59 site. Please convey to the council our intentions of canceling our plans to move forward with this project at this time. On behalf of the Smith family I would like to express the following:

- Smith Trucking appreciates the work that you all have done on our behalf so far.
- The community needs to have land available for regular industrial commercial land use. Having a readily available land to grow local and new businesses puts the community at a very competitive advantage and we encourage you to still move forward with developing this area.
- The decision we made up to this point does not preclude us to in time approach the city and WREDC with a proposal as Smith Trucking needs change and grow in the next 1-2 years.
- Smith Trucking's position is based on very careful consideration of variables such as cost, and return on investment that were not fully known until we worked together with city staff and WREDC to come up with known numbers.
- We commend you for agreeing to continue to move forward with the investment, again because it will make Worthington more competitive in attracting new and expanding employers.
- Our decision does not mean we are not interested in investing in Worthington. In fact, the opposite is true since we need to accommodate our business growth now and perhaps will be approaching you soon to help us build on our current site.
- The city and WREDC have been leaders in working with businesses locally and a good example of an investment that paid off is what was done on the east side of Highway 59. While we understand that the community at large is in need of many investments, the fact remains that providing needed infrastructure to accommodate business growth will pay dividend in high paying jobs and support all aspects of the local economy.
- Our decision is strictly based on internal factors and by no means a reflection on the work that you or WREDC does to promote growth. We are grateful and appreciate what you all have done so far and promise you that we will be back soon with details for our proposed expansion plans.

Sincerely,

*Mike T. Smith 5/6/16*

Mike Smith  
Smith Trucking, Inc.

**CITY OF WORTHINGTON**  
**APPLICATION FOR**  
**TEMPORARY ON-SALE BEER LICENSE**

JUNE 1, 2016

APPLICATION IS HEREBY SUBMITTED FOR AN TEMPORARY ON-SALE BEER LICENSE WITHIN THE CITY OF WORTHINGTON IN ACCORDANCE WITH THE ORDINANCES OF SAID CITY REGULATING THE SAME.

ENCLOSED WITH THIS APPLICATION ARE:

- THE \$50 PER DAY TEMPORARY LICENSE FEE FOR ON-SALE BEER
- A COMPLETED APPLICATION FORM,
- A COMPLETED WORKER'S COMPENSATION INSURANCE COVERAGE FORM,
- A COMPLETED MN AND FEDERAL BUSINESS TAX I.D. FORM, AND
- A STATEMENT OF SALES, OR A CERTIFICATE OF INSURANCE EVIDENCING LIQUOR LIABILITY (DRAM SHOP) COVERAGE FOR THE PERIOD OF JANUARY 1, 2016 TO JANUARY 1, 2017 IN THE AMOUNT OF \$1,000,000.00 MILLION DOLLARS, AND \$10,000 PROPERTY DAMAGE. THE CERTIFICATE OF INSURANCE MUST CONTAIN A 30-DAY WRITTEN NOTICE OF CANCELLATION CLAUSE AND THE CITY OF WORTHINGTON MUST BE NAMED AS AN ADDITIONAL INSURED.
- IF THE ESTABLISHMENT IS A CORPORATION, PLEASE SUBMIT WITH THIS APPLICATION THE NAME AND ADDRESS OF THE CORPORATION AND A LIST OF ALL CURRENT STOCKHOLDERS, THEIR RESIDENT ADDRESSES, AND THE NUMBER OF SHARES HELD BY EACH.

**APPLICANT INFORMATION:**

Vote Jason W  
LAST NAME FIRST NAME FULL MIDDLE NAME

1122 S Shore Dr  
ADDRESS OF APPLICANT

Worthington MN 56187  
CITY STATE ZIP

\_\_\_\_\_  
DATE OF BIRTH

(507) 370-1113  
TELEPHONE NO.

**ESTABLISHMENT INFORMATION:**

LAKE OKAUCHA IMPROVEMENT ASSO.  
NAME OF ESTABLISHMENT

1121 3RD AVE  
ADDRESS OF ESTABLISHMENT

Worthington MN 56187  
CITY STATE ZIP

507-372-2919  
TELEPHONE NO. OF ESTABLISHMENT

DATES OF EVENT: JULY 3 2016

HAVE YOU EVER APPLIED FOR OR HELD, IN OTHER COMMUNITIES, A LICENSE TO SELL OR PERMIT CONSUMPTION ON THE PREMISES OF BEER OR INTOXICATING LIQUOR? YES X NO

IF YES, WHERE? \_\_\_\_\_

OFFICE USE ONLY:

\_\_\_\_\_  
APPROVED BY

\_\_\_\_\_  
DATE APPROVED

Ad 6-1-16  
CK # 2503  
Amt \$50<sup>00</sup>  
\_\_\_\_\_  
LICENSE NO.





Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement  
 445 Minnesota Street, Suite 222  
 St. Paul, MN 55101  
 651-201-7500

### RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No. 11-10-11-12-13-14-15-16-17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-1030-1031-1032-1033-1034-1035-1036-1037-1038-1039-1040-1041-1042-1043-1044-1045-1046-1047-1048-1049-1050-1051-1052-1053-1054-1055-1056-1057-1058-1059-1060-1061-1062-1063-1064-1065-1066-1067-1068-1069-1070-1071-1072-1073-1074-1075-1076-1077-1078-1079-1080-1081-1082-1083-1084-1085-1086-1087-1088-1089-1090-1091-1092-1093-1094-1095-1096-1097-1098-1099-1100-1101-1102-1103-1104-1105-1106-1107-1108-1109-1110-1111-1112-1113-1114-1115-1116-1117-1118-1119-1120-1121-1122-1123-1124-1125-1126-1127-1128-1129-1130-1131-1132-1133-1134-1135-1136-1137-1138-1139-1140-1141-1142-1143-1144-1145-1146-1147-1148-1149-1150-1151-1152-1153-1154-1155-1156-1157-1158-1159-1160-1161-1162-1163-1164-1165-1166-1167-1168-1169-1170-1171-1172-1173-1174-1175-1176-1177-1178-1179-1180-1181-1182-1183-1184-1185-1186-1187-1188-1189-1190-1191-1192-1193-1194-1195-1196-1197-1198-1199-1200-1201-1202-1203-1204-1205-1206-1207-1208-1209-1210-1211-1212-1213-1214-1215-1216-1217-1218-1219-1220-1221-1222-1223-1224-12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25-2226-2227-2228-2229-2230-2231-2232-2233-2234-2235-2236-2237-2238-2239-2240-2241-2242-2243-2244-2245-2246-2247-2248-2249-2250-2251-2252-2253-2254-2255-2256-2257-2258-2259-2260-2261-2262-2263-2264-2265-2266-2267-2268-2269-2270-2271-2272-2273-2274-2275-2276-2277-2278-2279-2280-2281-2282-2283-2284-2285-2286-2287-2288-2289-2290-2291-2292-2293-2294-2295-2296-2297-2298-2299-2300-2301-2302-2303-2304-2305-2306-2307-2308-2309-2310-2311-2312-2313-2314-2315-2316-2317-2318-2319-2320-2321-2322-2323-2324-2325-2326-2327-2328-2329-2330-2331-2332-2333-2334-2335-2336-2337-2338-2339-2340-2341-2342-2343-2344-2345-2346-2347-2348-2349-2350-2351-2352-2353-2354-2355-2356-2357-2358-2359-2360-2361-2362-2363-2364-2365-2366-2367-2368-2369-2370-2371-2372-2373-2374-2375-2376-2377-2378-2379-2380-2381-2382-2383-2384-2385-2386-2387-2388-2389-2390-2391-2392-2393-2394-2395-2396-2397-2398-2399-2400-2401-2402-2403-2404-2405-2406-2407-2408-2409-2410-2411-2412-2413-2414-2415-2416-2417-2418-2419-2420-2421-2422-2423-2424-2425-2426-2427-2428-2429-2430-2431-2432-2433-2434-2435-2436-2437-2438-2439-2440-2441-2442-2443-2444-2445-2446-2447-2448-2449-2450-2451-2452-2453-2454-2455-2456-2457-2458-2459-2460-2461-2462-2463-2464-2465-2466-2467-2468-2469-2470-2471-2472-2473-2474-2475-2476-2477-2478-2479-2480-2481-2482-2483-2484-2485-2486-2487-2488-2489-2490-2491-2492-2493-2494-2495-2496-2497-2498-2499-2500-2501-2502-2503-2504-2505-2506-2507-2508-2509-2510-2511-2512-2513-2514-2515-2516-2517-2518-2519-2520-2521-2522-2523-2524-2525-2526-2527-2528-2529-2530-2531-2532-2533-2534-2535-2536-2537-2538-2539-2540-2541-2542-2543-2544-2545-2546-2547-2548-2549-2550-2551-2552-2553-2554-2555-2556-2557-2558-2559-2560-2561-2562-2563-2564-2565-2566-2567-2568-2569-2570-2571-2572-2573-2574-2575-2576-2577-2578-2579-2580-2581-2582-2583-2584-2585-2586-2587-2588-2589-2590-2591-2592-2593-2594-2595-2596-2597-2598-2599-2600-2601-2602-2603-2604-2605-2606-2607-2608-2609-2610-2611-2612-2613-2614-2615-2616-2617-2618-2619-2620-2621-2622-2623-2624-2625-2626-2627-2628-2629-2630-26





No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Exhibit 3B



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

No license will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code MCLONSL License Period Ending 6/30/2016 ID# 1538

ISSUING AUTHORITY Worthington

Licensee Name FOE Aerie 3282

Trade Name Worthington Eagles Club

City, State, Zip Code 205 Oxford St/PO Box 613

Worthington MN 56187

Business Phone 5073769667

License Fees: Off Sale \$0.00 On Sale \$300.00 Sunday \$0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature [Signature] DOB [Blank] SS# [Blank] Date 5/10/16  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature [Blank] Date [Blank]  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature [Blank] Date [Blank]  
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature [Blank] Date [Blank]  
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: King Turkey Day, Inc.

Previous Gambling Permit Number: \_\_\_\_\_

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

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

Mailing Address: 1121 Third Avenue

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

Name of Chief Executive Officer (CEO): Wade Roesner, President King Turkey Day, Inc.

Daytime Phone: 507-372-2919

Email: agoettig@frontier.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

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

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

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

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

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

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Downtown Parking Lot - King Turkey Day Beer Garden

Address (do not use P.O. box): Corner of 10th Street & Second Avenue

City or Township: Worthington Zip: 56187 County: Nobles

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, September 17th

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

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

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$9,399.00)

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

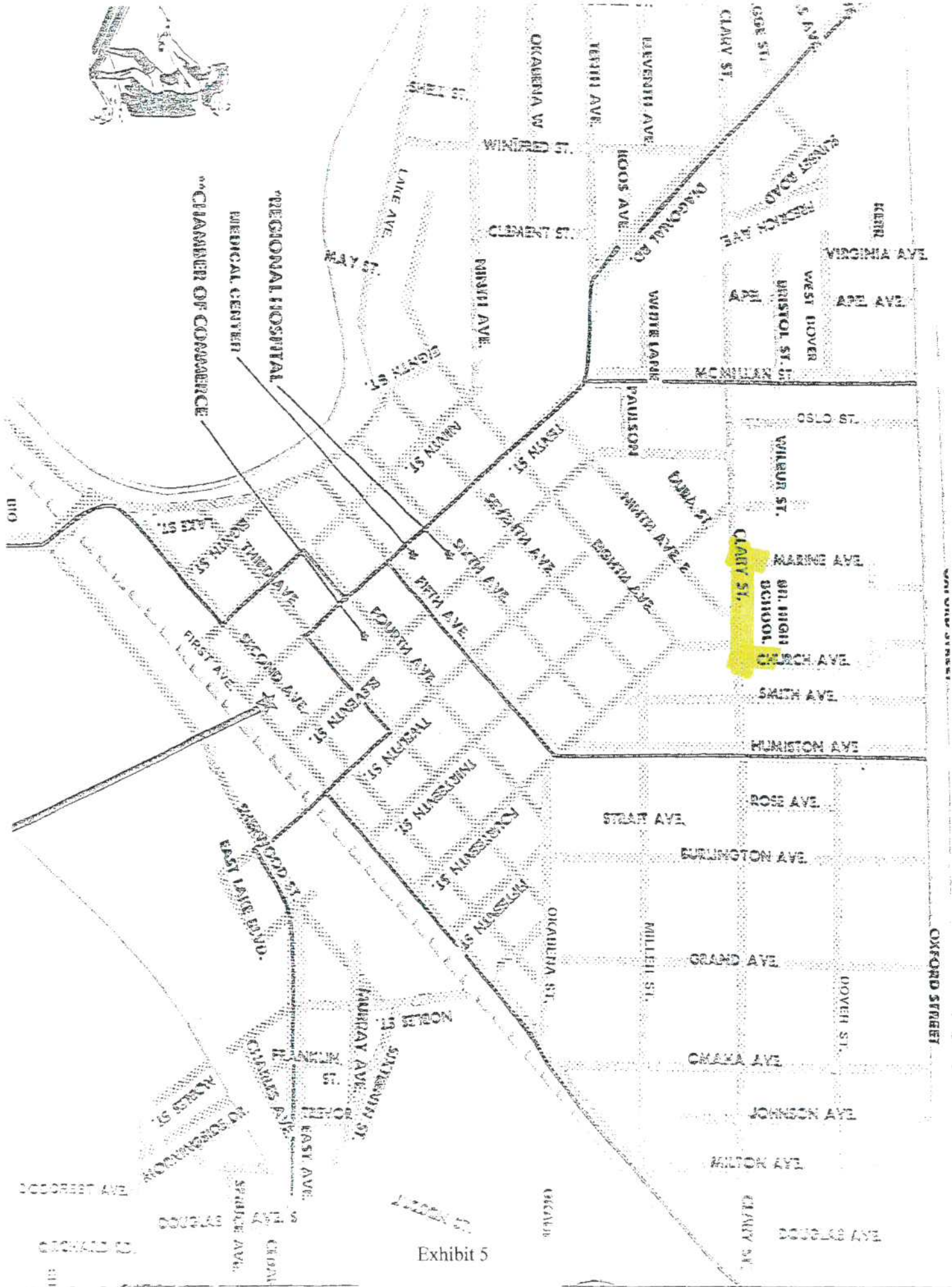


Exhibit 5



## **Membership renewal policy**

1. The director will send out a letter at the beginning of the month to return form and payment within a 3 week period of time
2. After the 3 week time period a list will be generated of those members that have not renewed their memberships. This list will be presented to the advisory committee for review.
3. A follow up phone call by one of the advisory committee members will be made after review of the list. During the phone call the committee member will ask questions such as:
  - Will they be renewing their membership?
  - If not why? What kind of things could be changed to encourage them to join again
  - Ask what are some of the things that they like or dislike about the CAL
  - What kinds of things would they like to see changed
  - What kind of events or programs would they like to see offered
  - Ask to have their contact information updated, including emails.
  - Assure them that their emails will be for CAL purposes only
4. Results from the phone calls will be returned to the Director and presented at the next advisory committee



Name:		
Street		
City:	State:	Zip Code
Phone (H)	( C )	
Email:		

1. Will they be renewing their membership: \_\_\_\_\_YES \_\_\_\_\_NO
2. If No, then ask what could be changed to encourage them to join again: \_\_\_\_\_

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3. What are some things you like About the CAL and is there anything you would like to see changed at the CAL? \_\_\_\_\_

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4. What kinds of Programs or events would you like to see offered at the CAL?

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#### **Notes to Callers**

1. Ask for updates contact information from them. Please assure them this information is for CAL use only and will not be shared with anyone and in an attempt to GO GREEN and save on paper and postage, we can email their invoices and monthly newsletter to them.
2. Return completed forms to Chris to be entered into the system and reviewed at the next monthly meeting.

## **Center for Active Living - Key Holder Agreement**

With a signed user agreement in place the key holder agreement will be as follows:

- The key is not transferable and not allowed to be used by anyone other than the assigned key holder.
- The key holder will have full access to the entire facility and all of the storage rooms
- The key holder will be responsible for opening and/or closing on the designated dates and times agreed upon with the CAL Director
- The key holder will not open the facility for anyone at any time for personal or private use unless previously arranged by the CAL Director.
- All lights will be turned off when locking up at night
- All doors will be securely locked upon leaving the building
- The key holder agrees to be put on the Emergency call list and will be responsible for coming to aid the Police/Fire Departments when called upon to do so
- In case of emergency, I agree to follow the procedures set forth by the C.A.L.
- Access will be monitored and if it is found that the rules set forth have not been abided by, the key holder privileges may be revoked.

Upon signing this agreement you have agreed to all of the terms listed above and will abide by all of the rules and regulations of the facility.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Key Holder Policy for the CAL

- There will be no more than 2 permanent key holders responsible for opening, closing, and tending to the CAL in the absence of staff.
- These key holders will be volunteers and will not receive compensation for their service
- The key holders will be people that the Director feels they can work with, and trusts that they are responsible and reliable
- An agreement of terms and conditions (see attached) of a key holder will be signed by the key holder and the Director of the CAL
- The key holder agrees to uphold the terms of the agreement, respect the facility hours, and upholds the rules and regulations of the facility.

## **AGREEMENT FOR RESIDENTIAL REFUSE COLLECTION, DISPOSAL, AND RECYCLING**

This Agreement made this 13th day of June, 2016, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, hereinafter referred to as "Worthington"; and Waste Connections of Minnesota Inc., DBA Schaap Sanitation hereinafter referred to as "Schaap."

The parties do hereby agree as follows:

1. Residential refuse and recyclables will be picked up and disposed of in the City of Worthington as defined herein.
2. The term "refuse" shall include garbage, rubbish, non-recyclable household waste, but shall not include concrete, dirt, construction materials, trees, cement pieces, yard waste such as grass clippings or leaves.
3. (a) Schaap shall provide each residence within the City of Worthington with a 95-gallon dark grey colored container for the disposal of refuse which shall remain the property of Schaap. Worthington will not be responsible for the distribution or collection of the containers. Any claim for damage done by a resident to a container owned by Schaap shall be a matter between Schaap and the resident. Schaap will replace damaged containers when notified by the resident.  
  
(b) Refuse shall be picked up at each place of residence once (1) each week. All refuse shall be placed inside the dark grey colored container provided by Schaap. Schaap will not pick-up refuse which is outside the provided container as a part of weekly service. Residents that require a special pick-up for items that cannot be placed inside the container must make arrangements with Schaap.  
  
(c) Schaap shall provide each residence within the City of Worthington a 95-gallon green colored container for the disposal of recyclables which shall be the property of Schaap. Worthington will not be responsible for the distribution or collection of the containers. Any claim for damage done by a resident to a container owned by Schaap shall be a matter between Schaap and the resident. Schaap will replace damaged containers when notified by the resident.  
  
(d) Schaap shall provide for an every other week pickup of recyclables, including: aluminum and tin cans, glass bottles and jars, plastic bottles and jugs that are Numbers 1 thru 7 plastic, newspaper, paper, catalogs, and corrugated boxes. Recyclables must be placed in the 95-gallon green – colored container. Corrugated cardboard that exceeds the capacity of the recycling container, may be placed next to the recycling container. Additional recyclables may be added at the discretion of Schaap.
4. All operations of Schaap shall be performed in conformity with the requirements of the Nobles County Public Works-Environmental Services, the Minnesota Pollution Control Agency and the Federal Environmental Protection Agency. Should additional expenses be incurred by Schaap because of additional regulations imposed by the above agencies, this contract may be renegotiated within 60 days from the date the requirements are imposed.

5. Schaap shall carry and keep in force at all times the following minimum insurance:
  - a) Workers' Compensation Insurance on all employees of Schaap in accordance with the laws of the State of Minnesota. Employer's Liability Insurance must be included with minimum limits are as follows:
 

a. Bodily Injury by Disease per employee -	\$500,000
b. Bodily Injury by Disease aggregate -	\$500,000
c. Bodily Injury by Accident -	\$500,000
  - b) Commercial General Liability with limits of:
 

a. General Aggregate Limit -	\$2,000,000
b. Products, Completed Operations Aggregate Limit -	\$2,000,000
c. Personal and Advertising Injury limit -	\$1,000,000
d. Each Occurrence limit -	\$1,000,000
e. Fire Damage Limit -	\$50,000
f. Medical Expense -	\$5,000
  - c) Commercial Auto Limits, Combined Single Limit - \$1,000,000
  - d) Commercial Umbrella Policy, on a follow-form basis - \$2,000,000
  - e) General Insurance Conditions.
    - All policies shall be primary insurance to any other valid and collectible insurance available to the City with respect to any claim arising out of Schaap's performance under this Agreement.
    - All policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.
    - Schaap shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota.
    - Schaap shall submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
    - To the fullest extent permitted by law, Schaap agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Schaap's negligence or Schaap's performance or failure to perform its obligations under this Agreement. Schaap's indemnification obligation shall apply to Schaap's subcontractor(s), or anyone directly or indirectly employed or hired by Schaap, or anyone for whose acts Schaap may be liable. Schaap agrees this indemnity obligation shall survive the completion or termination of this Agreement.
    - All insurance policies shall have riders granting Worthington full protection of said policies and waiving all defenses based on governmental immunity.
6. Schaap shall be required to furnish and keep in force a performance bond in the sum of one hundred thousand dollars (\$100,000). Failure to keep the bond in force shall result in termination of the contract for nonperformance. In the event Schaap shall not perform in accordance with the contract, whether in whole or in part, Worthington shall have the option of declaring this contract terminated for nonperformance upon ten (10) days written notice to Schaap. Any damages which Worthington may suffer as a result of such termination shall be the responsibility of Schaap.
7. Schaap shall haul all regularly picked-up refuse and recyclables in a closed or covered compactor collection truck and shall own or have access to standby equipment for use in the event of a breakdown of equipment or for use during periods of heavy accumulations of refuse



and recyclables. Collections vehicles shall be watertight and be permanently covered in such manners so as to prevent escape of odors and contents and so as to hide refuse from public view. The vehicles used for collection shall be maintained in a sanitary condition and shall be kept neat, clean, and presentable. When transporting refuse and recyclables such vehicles shall be loaded and unloaded in such manners that content will not fall or spill or be dragged upon the ground or streets. Vehicles used for transporting refuse items or recyclables to the appropriate disposal site, shall be loaded in such manners so that no refuse shall fall or be blown from the vehicle while in transit.

8. Schaap shall establish regular routes for the pickup of refuse and recyclable items. Residents shall be informed by Schaap of the days in the week when collections will be made at their residences. In the event of a holiday, Schaap shall advise the public that the pickup will be suspended on the holiday and further advise when the regular schedule for pickup of refuse or recyclables will be resumed. A notice by Schaap in the Worthington Daily Globe or over the local radio stations shall be considered sufficient public notice.
9. Schaap shall not be required to make pickups of refuse or recyclables on days when Schaap is prevented from doing so as a result of natural causes or other causes beyond control of Schaap.
10. Worthington shall require residences from which pickups of refuse and recyclables are made to place refuse or recyclable containers at either the street curb line or alley property line as may be designated by Worthington.
11. Schaap shall collect all refuse items as defined in item #2, and containers will be replaced on the curb or alley line in an upright position.
12. Schaap shall collect recyclable items as defined in item #2(d) and containers will be placed on the curb or alley line in an upright position.
13. This contract may not be assigned or sublet without consent of Worthington.
14. It is understood that Schaap shall own or have access to a landfill site. Schaap shall provide an employee at the landfill site for the purpose of maintaining the landfill site and for the further purpose of informing members of the public wishing to dispose of material as to the area of the landfill site being used for the disposing of materials. The landfill site shall be open for dumping at least from 8:00 a.m. to 4:00 p.m. on Monday through Friday and from 8:00 a.m. to noon on Saturday. The landfill site must be approved by the Minnesota Pollution Control Agency and any other governmental agency which may have the authority to establish regulations concerning landfill sites. The landfill site shall be maintained so as to comply with regulations of the Minnesota Pollution Control Agency, or any other governmental agency which has the right to establish regulations concerning the landfill site.
15. Upon compliance with this contract, Worthington shall pay Schaap monthly in accordance with the per unit fee. Worthington shall pay the unit fee per month for each additional residence in the City established after July 1, 2016. Schaap shall make net claim within sixty (60) days of the net increase in residences. Worthington shall be entitled to a credit for any decrease in residences after July 1, 2016. Worthington shall make such claim within sixty (60) days of the net decrease in residences.
16. It is understood that Schaap, provided it is the owner of the landfill site, shall have the right to

establish dumping fees for materials which are permitted to be deposited by any business or private individual when said material is not collected by Schaap under the terms of this contract.

17. Schaap shall be paid the sum of \$18.29 per residence for the weekly pick-up of refuse except that any residence which is owned/leased and occupied by a person aged 62 or more shall be charged a senior rate of \$16.29 per month. The senior rate shall not apply to a residence in which more than two (2) persons permanently reside. A permanent resident for purposes of this contract shall mean someone who is present at a residence for more than thirty (30) days in any 90-day period of time. The duty shall be upon the resident to notify the City that a resident is 62 years of age or more. There will be no retroactive adjustment of rates. Schaap will provide a senior residence with a 65-gallon container under the same terms as established in Paragraph 3 (a) above.
18. Schaap shall be paid the sum of \$3.65 per residence per month for the every other week pickup of recyclables refuse except that any residence which is owned/leased and occupied by a person aged 62 or more, shall be charged a senior rate of \$3.50 per month. The senior rate shall not apply to a residence in which more than two (2) persons permanently reside.
19. Worthington and Schaap agree that the accepted per unit fee will be subject to annual adjustment based on the Consumer Price Index for all Urban Consumers (CPU-I) for the previous twelve month period ending in April of each agreement year and the percentage of increase or decrease shall be applied to the cost of service for refuse and recyclables.
20. The contract shall be for a five (5) year period commencing July 1, 2016, and ending June 30, 2021.

City of Worthington

Waste Connections Minnesota  
DBA Schaap Sanitation

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

By: \_\_\_\_\_  
Eric Joens, Its District  
Manager

By: \_\_\_\_\_  
Janice Oberloh, Its Clerk

## **AGREEMENT FOR YARD WASTE & TREE/BRUSH DISPOSAL**

This Agreement made this 13th day of June, 2016, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, hereinafter referred to as "Worthington"; and Waste Connections of Minnesota Inc., DBA Schaap Sanitation hereinafter referred to as "Schaap."

The parties do hereby agree as follows:

Schaap shall provide a yard waste (grass clipping, leaves) and a tree/brush disposal site at the Recycling Center on Highway 59 60 South, with the following conditions:

1. A monthly fee will be charged to all utility residential customers and separately itemized on the city utility bill.
2. Residents may dispose of yard waste in containers provided at the Recycling Center.
3. Residents who pay the monthly fee may dispose of any size or amount of brush and trees, grass clippings and or leaves from their residential property. A resident may personally haul the material or elect to hire a private contractor to haul the material to the disposal site. Schaap sanitation reserves the right to require documentation that the material the contractor is disposing of, is from a City of Worthington residential utility customers residence.
4. The City of Worthington may dispose of trees or brush not exceeding ten (10) feet in length from public property.
5. The disposal site shall be open for public use from sunrise to sundown seven days per week.
6. In case of a catastrophic event, such as high winds, tornado, ice storms etc. that results in an amount of tree damage well above normal conditions, a disposal fee will be negotiated between the City and Schaap Sanitation.
7. A charge of \$1.17 will be paid per month, per residential customer for providing a disposal site for the above mentioned services.
8. A charge of \$3,965.00 will be paid annually as compensation for the City to dispose of leaves, grass clippings, trees and brush not exceeding ten (10) feet in length from public owned property. Should the City desire the option of utilizing the recycling site for the disposal of grass clippings and leaves from public owned property and utilize the sanitary landfill site for the disposal of City street sweepings an additional \$1.00 per ton will be paid to Schaap.
9. The City and Schaap agree that the accepted cost of service will be subject to an annual adjustment based on the Consumer Price Index for all Urban Consumers (CPI-U) for the previous twelve (12) month period ending in April of each agreement year and the percentage of increase or decrease shall be applied to the cost of service for the above referenced service.
10. Schaap shall carry and keep in force at all times the following minimum insurance:
  - f) Workers' Compensation Insurance on all employees of Schaap in accordance with the laws of the State of Minnesota. Employer's Liability Insurance must be included with minimum limits are as follows:



- |    |  |             |
|----|--|-------------|
| a. | Bodily Injury by Disease per employee -  | \$500,000   |
| b. | Bodily Injury by Disease aggregate -   | \$500,000   |
| c. | Bodily Injury by Accident -  | \$500,000   |
| g) | Commercial General Liability with limits of:   |             |
| a. | General Aggregate Limit -  | \$2,000,000 |
| b. | Products, Completed Operations Aggregate Limit -   | \$2,000,000 |
| c. | Personal and Advertising Injury limit -  | \$1,000,000 |
| d. | Each Occurrence limit -  | \$1,000,000 |
| e. | Fire Damage Limit -  | \$50,000    |
| f. | Medical Expense -  | \$5,000     |
| h) | Commercial Auto Limits, Combined Single Limit -  | \$1,000,000 |
| i) | Commercial Umbrella Policy, on a follow-form basis -   | \$2,000,000 |
| j) | General Insurance Conditions.  |             |
|    | • All policies shall be primary insurance to any other valid and collectible insurance available to the City with respect to any claim arising out of Schaap's performance under this Agreement.   |             |
|    | • All policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.  |             |
|    | • Schaap shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota.  |             |
|    | • Schaap shall submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.  |             |
|    | • To the fullest extent permitted by law, Schaap agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Schaap's negligence or Schaap's performance or failure to perform its obligations under this Agreement. Schaap's indemnification obligation shall apply to Schaap's subcontractor(s), or anyone directly or indirectly employed or hired by Schaap, or anyone for whose acts Schaap may be liable. Schaap agrees this indemnity obligation shall survive the completion or termination of this Agreement. |             |
|    | • All insurance policies shall have riders granting Worthington full protection of said policies and waiving all defenses based on governmental immunity.  |             |

11. The contract shall be for a five (5) year period commencing July 1, 2016 and ending June 30, 2021.

**AGREEMENT FOR  
YARD WASTE & TREE/BRUSH DISPOSAL**

City of Worthington

Waste Connections Minnesota  
DBA Schaap Sanitation

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

By: \_\_\_\_\_  
Eric Joens, Its District  
Manager

By: \_\_\_\_\_  
Janice Oberloh, Its Clerk



**CITY OF WORTHINGTON - BOUNTIFUL BASKETS  
USER AGREEMENT**

1. **PARTIES:** The parties to this agreement are the following:
  - a. City of Worthington, Worthington, Minnesota, hereafter "City".
  - a) Bountiful Baskets.
2. **PURPOSES:** The general purpose of this agreement is to outline the roles and responsibilities of the City of Worthington and the Bountiful Baskets, hereinafter BOUNTIFUL BASKETS. It is the desire of the City and the BOUNTIFUL BASKETS for the BOUNTIFUL BASKETS to utilize the Center for Active Living
3. **The City of Worthington Agrees:**
  - a. To appoint the Managing Director of the Center for Active Living. This representative will be the direct contact for any concerns and /or issues that may arise during the term of this agreement.
  - b. To maintain an open line of communication with the BOUNTIFUL BASKETS through their designated representatives.
  - c. To permit the BOUNTIFUL BASKETS the non-exclusive right use of the Center for Active Living for packing and distribution of products on the designated dates set forth.
4. **The Bountiful Baskets agrees:**
  - a) To designate the representatives of the Bountiful Baskets. These representatives 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 related activities associated with the packing and distribution of the products are conducted in a safe manner.
  - c) To furnish a schedule to the Managing Director of the Center for Active Living.
  - d) To report any facility deficiencies to the Managing Director as soon as noticed, so proper action can be taken to remedy such problems.
  - e) To be responsible for the cleaning of the facility and to return it to the exact same condition in was in when entering. This could include: sweeping, mopping, set up and tear down of tables, take down signs or notifications that were posted for event, set up and return chairs to original location, lights turned off in the bathrooms, hallway, gymnasium or any other areas that were used, and replace supplies that were used.

- f) To insure the facility is locked unless being utilized during the time of completion.
- g) To inform the Managing Director of any repairs that may be required to the facility.
- h) To provide for clean-up of the outer facility and surrounding alley and parking lot areas and the disposal of the garbage generated upon the completion of the submitted schedule.
- i) To maintain an open line of communication with the City through their designated representative(s).
- j) To require all volunteers to sign a waiver, as shown as exhibit "A" entitled "City of Worthington/ Center for Active Living Voluntary Waiver of Liability Agreement-Adult Volunteers."

**5. Term of Agreement**

This agreement shall commence on June 20<sup>th</sup> 2016 and shall be revisited every year unless otherwise terminated pursuant to Section 6 below.

**6. Termination of Agreement**

This agreement may be terminated by either party upon written notice to the other party no later than May 15<sup>th</sup> of any year or upon failure of either party to remain in compliance with this agreement.

\_\_\_\_\_  
Mayor

Jennifer Schultz  
Representative; Bountiful Baskets  
Name Printed: Jennifer Schultz  
Address: 1111 5<sup>th</sup> Ave  
Worthington, MN 56187  
Phone Number: 507-370-0395

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Representative; Bountiful Baskets  
Name Printed: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_

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

CITY OF WORTHINGTON/ CENTER FOR ACTIVE LIVING

## CAL Committee Meeting Minutes

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Date: May 9, 2016, 2016

Time: 10:00 am

Place: CAL Meeting Room

Present: Andy Johnson, Carole Wiese, Mike Harmon, Simon Koster, Twila Henning, Jerry Perkins, Julie Haas, Leon Betz, Marie Hoffmann, Kris Hohensee  
Absent: Jeff McNickle, Pat Henderschiedt

Meeting was called to order by Julie Hass. Motion by Simon, second by Jerry to approve February minutes as written. Motion passed.

Membership Renewal Policy was reviewed. Motion by Jerry to approve the policy as written, second by Twila. Discussion was held. Motion passed.

Policy for Development of Committee Guidelines was reviewed. Changes requested include:

- 1) Remove Kris's name from the Policy and Replace with CAL Director.

The policy will be brought back to the Committee for approval at the next meeting.

Items for the Director to Work On is not complete, the list will be refined and brought back to the Committee for Approval.

List of Program Offerings were reviewed. The marketing of programs to increase attendance was discussed. Add that a White Board will be placed at the CAL entry to be used to list the upcoming events.

Turkey Day Committee requested the use of the facility for the Vendor Staging. Kris informed them that the CAL is not available for Vendors. She is working with them on alternative of using the CAL for the movie if the weather becomes inclement. The question was raised regarding if food was going to be allowed as current usage prohibits food. Kris will check on this.

Bountiful Baskets contact with the city is up for renewal. Jerry moved to renew the contract with Bountiful Baskets, amended the motion to include the contract will be for a period of 1 year, second by Twila, motion passed.

Key Holder Policy was reviewed. There will be 2 Key Holders beside Kris. Simon moved to accept the policy, second by Julie, motion passed.

Twila informed the committee that she would be resigning from the committee effective immediately. She would be moving out of the area. Discussion was held on recommendations that can be made to the City Nomination committee for consideration.

Topics for next month include:

- ❖ Policy on Functions and Responsibilities of CAL Committee
- ❖ Items for Kris to Work On

Next meeting June 13<sup>th</sup>, 2016 @ 10:00am.

Motion Twila, second Jerry to adjourn the meeting, motion passed – Meeting adjourned.

Respectfully Submitted  
Twila L Henning



## *Special Meeting Minutes 6-7-16*

Bountiful Baskets – a recommendation was made by the CAL advisory committee to renew the contract for one year to use the CAL, for distribution of their products. This recommendation was made at the regular meeting of the CAL committee on May 9<sup>th</sup>, 2016.

### Discussion:

- The facility is not abused when they are here. They clean and put everything away like they found it. No issues have ever arose
- They communicate with the director any issues such as time changes effectively and make sure that there are no conflicts with the CAL's schedule.
- The rules and terms of use in the contract are adhered to by the volunteers at all times
- The organization is a nonprofit. They have no profit at all from the proceeds. They are strictly a volunteer based organization. The money given as contribution to the coop is used to purchase the produce and pay for the transportation. They deal directly with the producers through a coop distributor and are able to get the freshest produce available at a better cost by eliminating the middle man and utilizing volunteers and not paid employees.
- Because there are no profits from the program they are not able to pay rent to use a facility to hold their distribution. All facilities need to be donated/in kind for use to them.
- Asking for a free will donation or other assistance to be given to a site that hosts their distribution goes against what a coop organization is and cannot happen
- They are a strict coop organization. The producers are from all over the country and need to be a part of the coop. There are currently there are multiple distribution sites in 23 states across the nation. All are run by volunteers
- Brings people to town to shop at the other stores
- Promotes a healthy lifestyle, offer a low cost; open to the public option for fresh produce
- They are a nonprofit organization.

Recommendation to City Council from the CAL Committee would be: to offer Bountiful Baskets a one year contract, adhering the same terms and conditions as the last contract. The motion was made by Jerry, supported by Marie, motion passed.

June 8, 2016 @ 1:00pm

Respectfully submitted  
Kris Hohensee



To whom it may concern:

We love Bountiful Baskets! As the mom of a large family (there are 10 of us), I am constantly aware of our grocery budget. I try to be very health conscious as well and that can be very expensive. Finally, we live in Lake Park, IA and must drive some distance to do our grocery shopping.

I heard about BB from some online friends and was thrilled to find one in Worthington! Since starting, I find myself doing more and more shopping in Worthington on my BB day. After picking up BB, I generally make a stop at Walgreens for milk and Fareway for all my other groceries. Sometimes I will drop off a donation or shop at Good Will as well.

BB is a limited selection of fruits and veggies so I still need other basics. I know that last summer I shopped the Farmers market as well after picking up BB.

If BB was not in Worthington, I might choose to shop elsewhere. Please don't take this valuable resource!!

Kris Newton  
Lake Park, IA

I can't imagine life without BB - I would definitely go elsewhere for BB if it left Worthington again!

Bountiful baskets is an amazing asset to Worthington - not only has it allowed me to try new healthy foods but has encouraged me to step outside my comfort zone and purchase other unique foods that our city has to offer, not only in Fareway but also from the various ethnic grocery stores that I would have never stepped foot in before. I plan ALL of my shopping at Fareway and both farmers markets around my Bountiful basket and have expanded my choices of fruits and veggie that before BB I would have turned my nose up to because of the price or even availability. It has allowed me to feel like a huge part of community. I have created a new "Family" of people by volunteering my time with others who are as passionate about healthy living as me. It has encouraged me to step outside of my comfort zone and invite others from other communities as far as 40+ miles to come and join our Worthington BB site - by first them volunteering, secondly they are grabbing breakfast or lunch in town, then shop locally in Worthington before heading home. As a personal experience BB has kept our family more local than prior when it was not available in Worthington. Instead of us going to the lakes fishing every Weekend (where after we would grab lunch and groceries due to convenience) we now plan all of our weekends around contribution day so that we can continue to volunteer and grow as part of the Worthington "You'll Come To Love Us" Community!

Noel Kuperus  
Worthington, MN

Hi Kris,

As I thought about making my contribution to Worthington Bountiful Baskets this week, for the last time, it brought to mind all the wonderful people I have met volunteering to get the baskets ready. It has been so much fun learning to eat new foods that I never would have purchased in the store without first trying them. My grandson especially likes mangos and I have purchased many of them locally since first getting them in my Bountiful Baskets. In addition to new foods that I have added to our diets it has been great getting to know many of the people who come to pick up their baskets. I was amazed that people drive from Lake Park, Sheldon, Adrian, and numerous other locations than just Worthington. In addition to picking up their baskets many of them mentioned a store locally that they were going to stop at before they returned home. What a wonderful opportunity for Worthington to draw in people who would not routinely come to our community to shop. With all the loss of businesses in the past few years (mall, Dollar Tree, now Dollar General) I would think that anything that draws new people to our community would be embraced by our City Council. Since no one profits from Bountiful Baskets (volunteers and coordinators are not paid) and contributions (fees for baskets) cover the cost of the produce and transportation, it is unlike other markets and businesses in our community where profit is made by vendors. It was sad to see that the CAL cannot continue to support such a worthy organization. Since Ed and I are moving we will either have to drive back to Worthington from Marshall or go to Cottonwood to participate. There is a group working on bringing Bountiful Baskets to Marshall but they are not yet ready to go. Hopefully soon. They currently have a Fruit Club that I will be joining.

Twila Henning  
Worthington, MN 56187

Dear Worthington City Council,

My name is Laura Vellema and I live in Harris, Iowa with my husband and three young children. I do a lot of business in Worthington as well as coordinate and attend MOPS here. I want to share with you why I love that Worthington has the Bountiful Baskets program. Bountiful Baskets has benefitted my family several ways:

- When we order a basket we get a bunch of fresh produce all at once and it puts pressure on us to consume it all before it goes bad. This causes us to eat more fruits and vegetables than we otherwise would, and we all know how important these foods are in a healthy lifestyle!
- Because of the time I've spent doing Bountiful Baskets I've had more chances to meet new people in the community than I would have otherwise and also to nurture relationships with people I already know because I see them more often and in a positive and upbeat environment.
- Bountiful Baskets has the opportunity for volunteering. Volunteering has given me the opportunity to occasionally do something constructive outside of my home where I spend most of my time as a stay-at-home mom. It's also good for my kids to see their mom doing something that serves others.
- Bountiful Baskets makes healthy eating easier on my family's budget and we eat a healthier diet because of that as well.

I'm sure these things are also true for other families from Worthington and the surrounding area.

From my perspective, Bountiful Baskets is an asset to the City of Worthington. It gives me another reason (on top of my MOPS group, the Avera Clinic, large/new HyVee, a Walmart, interesting ethnic restaurants, etc.) to come and do business in Worthington instead of Sibley or the Iowa Great Lakes area. I live an equal distance from all three places and whenever I make the trip to one of them I try to knock out all of my errands at once. There's an hour round-trip involved and I want to make the most efficient use of my time and the gas in my minivan. Bountiful Baskets actually causes me buy more from the Worthington HyVee than I would otherwise. I usually get a few things in my basket that I need to buy additional groceries to prepare.

As a City Council I'm asking that you to do all you can to support Bountiful Baskets in Worthington because I would be so very disappointed if the program did not continue!

Thank You, Laura Vellema



**Water Slide Event July 3rd 2016**

Start at 12pm and go until approximately 4pm or 5pm.

Barricades would allow thru traffic only for home owners.

Barricades are placed so to avoid congested traffic and allow a way out



Exhibit 10A





## ENGINEERING MEMO

**DATE:** JUNE 9, 2016  
**TO:** HONORABLE MAYOR AND COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

### CONSENT AGENDA CASE ITEM

#### 1. CHANGE ORDERS 1 AND 2 TO TAXIWAY C EXTENSION PROJECT

Exhibit 1 includes proposed Change Orders 1 and 2 to the Taxiway C Extension project. Change Order 1 directs minor changes in the electrical building needed to restore or provide the intended function of certain electrical components. The modifications are to relocate a high voltage cabinet so that it may be opened and relocation of cutout (switches) to outside the regulator cabinets so they may be readily used to disconnect airfield circuits. The total amount of this change order \$467.50.

Change Order 2 directs placement of crushed concrete on the project haul route to allow its use in wet conditions. Most all of the haul route will remain in place after construction for use in maintenance and future construction projects. The total estimated cost of this additional work is \$30,712.50.

The Federal Aviation Administration staff has stated that they do not object to the proposed changes and deems them to be eligible for federal funding. Based on eligibility of state and federal funding, the local cost for the changes will be \$1,559.00. Staff recommends that Council authorize the Mayor to execute the Changes Orders 1 and 2 to the Taxiway C Extension project.

### CASE ITEMS

#### 1. PUBLIC MEETING FOR REVIEW OF STORM WATER POLLUTION PREVENTION PLAN

The City of Worthington is a regulated city under Phase II of the federal program to reduce pollution from Municipal Separate Storm Sewer Systems (MS4s). Regulated cities need to be covered under a statewide NPDES permit. Permit requirements include implementation of a Storm Water Pollution Prevention Plan (SWPPP) which is to include the following six mandatory minimum control measures:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Storm Water Runoff Control
- Post-Construction Storm water Management
- Pollution Prevention / Good Housekeeping for Municipal Operations



The City conducts an annual public meeting to allow comment on the City's SWPPP as its practice to satisfy the Public Involvement and Participation control measure. The public meeting is proposed to include a brief presentation of the City's SWPPP and provide an opportunity for comments to be offered from anyone in attendance. Input from the public meeting is to be considered in determining if the SWPPP requires revision. A copy of the SWPPP, which is now in the form of the application for NPDES permit coverage, may be reviewed at the office of the City Engineer and is also available at: <http://www.ci.worthington.mn.us/stormwater/>.

**2. MINNESOTA DEPARTMENT OF PUBLIC SAFETY GRANT AGREEMENT AND PROFESSIONAL SERVICES PROCUREMENT FOR CD 12 FLOOD MITIGATION PROJECT**

At its May 26, 2015 meeting Council authorized application for Federal Emergency Management Agency (FEMA) funding for up to 75% of the costs for a County Ditch 12 flood mitigation project consisting of providing flood storage at I-90 and culvert replacement at Oxford Street. During the application process the project was also expanded to include replacement of the Oslo Street culvert due to Flood Plain regulatory issues. Grant application processing also resulted in FEMA proposing that the grant be awarded in up to two phases. The first phase would be for completing the required Environmental Assessment, project design and permitting, initial steps toward land acquisition and a new Benefit Cost Analysis (BCA). If the BCA completed in phase one yields the necessary benefit to cost ratio and project development is satisfactory phase two of the grant would be awarded for undertaking construction.

***State Grant Agreement***

The notice of award for the first phase of the project was received on April 14, 2016. The Minnesota Department of Public Safety has developed the grant agreement included in Exhibit 2. This agreement provides for the state to administer distribution of funds similar to the manner the Minnesota Department of Transportation administers Federal Aviation Administration and Federal Highway Administration grant funds. The phase 1 grant provides for up to 75% funding (\$392,595) of an estimated project cost of \$523,460 leaving an estimated local cost of \$130,865. The local costs are to be funded from the \$801,750 in Storm Water Utility reserves currently budgeted for the project. The final project budget will be better defined at the end of the Phase 1 work at which time the local funding plan will also need to be adjusted as necessary.

Staff recommends Council authorize the Mayor and Clerk to execute the state agreement by passing the resolution also included in Exhibit 2.



***Professional Services Procurement***

As previously indicated, the phase 1 grant is essential for the professional services required for project development. At its April 25, 2016 meeting, Council authorized services for completing a Request for Proposals (RFP) for all of the services required to complete the phase 1 grant tasks as well as for the primary construction phase services if needed. The RFP has been completed and has been circulated to several firms either directly or by request in response to a notice posted on the League of Minnesota Cities Market Place website. The RFP does request a proposal for all services but allows for a separate solicitation for completing the BCA if proposals received do not include present adequately qualified and experienced individuals to undertake such work. The RFP also presents that construction phase services will not be authorized unless a phase 2 grant is awarded.

Proposals are due June 15, 2016. Per federal requirements, selection of a consultant is to be completed by means of an objective selection process. Staff is proposing that the selection be completed by a committee consisting of the County Engineer and City Engineer. A recommendation to enter into a contract with a consultant (subject to development of a satisfactory form of contract) would be made to Council based on the committee's selection. The limited committee size is proposed to minimize possible scheduling conflicts to aid in meeting the aggressive schedule of the grant. It is also planned that the consultant selection process will not include interviews with firms to also aid in meeting the aggressive schedule of the grant.

Staff requests approval of the selection process. Final acceptance of the selected consultant will remain to be by Council action.

**3. AWARD CONTRACT FOR TAXIWAY C CRACK REPAIR AND SEAL COAT PROJECT**

Two bids for the Taxiway C Crack Repair and Seal Coat Project were received at 2:00 pm on June 8, 2016. The two bids received are:

Fahrner Asphalt Sealing: \$92,680.40  
Duininck, Inc: \$109,076.10

Both are below the engineer's estimate. A formal recommendation on award will be provided by Bolton and Menk, the City's airport consultant, and will be presented to Council at or before the Council meeting. Award to the low qualified bidder, Fahrner Asphalt Sealers of Eau Claire, Wisconsin is to be subject to receipt of a federal AIP grant to fund 90% of the project costs. The project is also expected to be eligible for additional state funding equaling 5% of the project costs.

Engineering Memo - June 9, 2016

Page 4

The project involves extending crack and joint repair, and seal coating Taxiway C south of Runway 11-29.

**4. APPROVE PLANS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR NORTH INDUSTRIAL/COMMERCIAL PARK PHASE 2 SEWER AND WATER EXTENSIONS**

The firm of Bolton and Menk has completed the plans and specifications for the North Industrial/Commercial Park Phase 2 Sewer and Water Extensions project as ordered by Council at its May 23, 2016 meeting. The project involves the extending trunk sanitary sewer and water main east of County Ditch 12. Staff recommends that Council approve the plans and specifications for the project and authorize advertisement for bids to be received on July 8, 2016 and considered for award at the July 11, 2016 Council meeting by passing the resolution in Exhibit 3.

**5. AWARD CONTRACT FOR KNOLLWOOD DRIVE AND 1ST AVENUE SOUTHWEST SANITARY SEWER EXTENSION**

At its May 23, 2016 meeting, Council awarded the contract for the Knollwood Drive and 1st Avenue Southwest Sanitary Sewer Extension project to Larson Crane Service subject to adoption and publication of the ordinance annexing the property south of 1st Avenue SW and approval of the ordinance by the Minnesota Office of Administrative Hearings. As indicated in the applicable Community/Economic Development case item, the ordinance annexing the property does need to be amended before the Office of Administrative Hearings can approve the annexation. Whereas the delay is likely to preclude completing the project before school resumes staff is recommending that Council rescind its May 23<sup>rd</sup> action and award the contract to Larson Crane Service without condition. Based on the outcome of the original ordinance adoption and conversations with staff of the Office of Administrative Hearings staff believes the risk of the annexation not being ultimately approved is minimal.

**6. RESOLUTION PERTAINING TO INTENT TO BOND FOR COSTS INCURRED IN MAKING PUBLIC IMPROVEMENT**

Federal tax regulations require that local governments declare the intent to reimburse themselves for prior costs incurred in making public improvements with proceeds from bonds. In other words, the City must state the intent to sell bonds for a project after significant costs have already been incurred for the project. It is typical for the City to temporarily finance improvements with construction fund reserves until an adequate amount of costs from various projects have been incurred to warrant the issuance of a bond. Staff recommends that Council pass the resolution in Exhibit 4 as it pertains to the following improvement as approved at the May 23, 2016 Council meeting:

Engineering Memo - June 9, 2016  
Page 5

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
Improvement of Bioscience Drive in the Northeast Quarter of Section 14, T102N, R40W from approximately 855 feet west of the west right-of-way of TH 59 to a point approximately 1,170 feet west and 340 feet south. by extension of the municipal wastewater collection system and by extension of the municipal water distribution system	\$705,990

The maximum amount listed in the resolution is approximately 10% higher than the project estimate presented for the projects ordered by Council.



## CHANGE ORDER

No. 1

Date of Issuance: March 29, 2016 Effective Date: April 12, 2016

Project: Taxiway C Extension	Owner: City of Worthington	Owner's Contract No.:
Contract: FAA AIP 3-27-0116-13-15		Date of Contract: September 17, 2015
Contractor: Duininck, Inc.		Engineer's Project No.: T51.110850

**The Contract Documents are modified as follows upon execution of this Change Order:**

1. Relocate high voltage cutout cabinet above the Runway 18/36 regulator so the cabinet door may open.

2. Mount the S-1 cutouts for the Runway 11/29, Taxiway A, B, and C circuits in cabinets housed above each Circuits regulator rather than inside each.

**Attachments (list documents supporting change):****CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 885,969.10

[Increase] [Decrease] from previously approved  
Change Orders No. to No. :

\$ N/A

Contract Price prior to this Change Order:

\$ 885,969.10

Increase of this Change Order:

\$ 467.50

Contract Price incorporating this Change

\$ 886,436.60

**CHANGE IN CONTRACT TIMES:**Original Contract Times: ☒ Working ☐ Calendar days

45 Working Days

[Increase] [Decrease] from previously approved Change Orders  
No. to No. :

N/A

Contract Times prior to this Change Order:

45 Working Days

Increase of this Change Order:

N/A

Contract Times with all approved Change Orders:

45 Working Days

**RECOMMENDED:**

By:

  
Engineer (Authorized Signature)

Name: Silas Parmar, P.E.

Date: May 12, 2016

**ACCEPTED:**

By:

  
Owner (Authorized Signature)

Name:

Date:

**ACCEPTED:**

By:

  
Contractor (Authorized Signature)

Name: Andy Berg

Date: 5-12-16

Approved by FAA (if applicable): Simon Schmitz via Email

Date: March 29, 2016



## **Change Order Instructions**

### **A. GENERAL INFORMATION**

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

### **B. COMPLETING THE CHANGE ORDER FORM**

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

## CHANGE ORDER

No. 2Date of Issuance: May 9, 2016 Effective Date: May 9, 2016

Project: Taxiway C Extension	Owner: City of Worthington	Owner's Contract No.:
Contract: FAA AIP 3-27-0116-13-15		Date of Contract: September 17, 2015
Contractor: Duininck, Inc.		Engineer's Project No.: T51.110850

**The Contract Documents are modified as follows upon execution of this Change Order:**

1. Due to the high volume of rainfall in April (4.5 inches) the haul route designated for the project has become saturated as it lies in a low spot. The haul route as is will not be feasible to facilitate construction from accessing the construction site. The route was utilized last year until November rains halted construction. This change order will raise the road elevation by placing an 8-inch lift of crushed concrete over the existing.

**Attachments (list documents supporting change):** Haul Route Layout; Contractor Quote

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 885,969.10

Increase from previously approved Change Orders No. 1 to No. :

\$ 467.50

Contract Price prior to this Change Order:

\$ 886,436.60

Increase of this Change Order:

\$ 30,712.50

Contract Price incorporating this Change

\$ 917,149.10

**CHANGE IN CONTRACT TIMES:**Original Contract Times: ☒ Working ☐ Calendar days

45 Working Days

[Increase] [Decrease] from previously approved Change Orders No. to No. :

N/A

Contract Times prior to this Change Order:

45 Working Days

Increase of this Change Order:

N/A

Contract Times with all approved Change Orders:

45 Working Days

**RECOMMENDED:**

By:



Engineer (Authorized Signature)

Name: Silas Parmar, P.E.Date: May 12, 2016**ACCEPTED:**

By:

Owner (Authorized Signature)

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

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

**ACCEPTED:**

By:



Contractor (Authorized Signature)

Name: Andy BergDate: 5-12-16Approved by FAA (if applicable): Simon Schmitz via EmailDate: May 9, 2016

## **Change Order Instructions**

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If a change only applies to price or to times, cross out the part of the tabulation that does not apply.



<b>Minnesota Department of Public Safety ("State")</b> Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, Minnesota 55101	<b>Grant Program:</b> Hazard Mitigation DR-4182  <b>Grant Agreement No.:</b> A-HMGP-DR4182-WORTHCI-009				
<b>Grantee:</b> Worthington City 303 9 <sup>th</sup> Street PO Box 279 Worthington, Minnesota 56187-0279	<b>Grant Agreement Term:</b> <b>Effective Date:</b> 4/12/2016 <b>Expiration Date:</b> 4/11/2019				
<b>Grantee's Authorized Representative:</b> Dwayne Haffield, Director of Engineering 303 9 <sup>th</sup> Street PO Box 279 Worthington, Minnesota 56187-0279 Phone: 507-372-8640 e-mail: d.haffield@ci.worthington.mn.us	<b>Grant Agreement Amount:</b> <table> <tr> <td>Original Agreement</td><td>\$392,595.00</td></tr> <tr> <td>Matching Requirement</td><td>\$130,865.00</td></tr> </table>	Original Agreement	\$392,595.00	Matching Requirement	\$130,865.00
Original Agreement	\$392,595.00				
Matching Requirement	\$130,865.00				
<b>State's Authorized Representative:</b> Jennifer E. Nelson, State Hazard Mitigation Officer Homeland Security and Emergency Management 445 Minnesota St., Suite 223 St. Paul, Minnesota 55101 Phone: 651-201-7427 Jennifer.e.nelson@state.mn.us	Federal Funding: CFDA 97.039 State Funding: none Special Conditions: None				

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

**Term:** Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved Hazard Mitigation DR-4182 Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the Hazard Mitigation DR-4182 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

**Budget Revisions:** The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

**Payment:** As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the



Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

***Certification Regarding Lobbying:*** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

### 1. ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

Signed: \_\_\_\_\_

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

Grant Agreement No. :: A-HMGP-DR4182-WORTHCI-009  
PO# 3000040256

### 3. STATE AGENCY

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

(with delegated authority)

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

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

### 2. GRANTEE

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

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

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

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

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

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

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

Distribution: DPS/FAS  
 Grantee  
 State's Authorized Representative

Budget Summary (Report)

Budget				
Budget Category		Award	Match	
Pre-Award Costs				
Application Development		\$0.00	\$21,000.00	
CLOMR Application		\$0.00	\$52,550.00	
Publication Costs		\$0.00	\$500.00	
<b>Total</b>		\$0.00	\$74,050.00	
Consultant / Contractor Fees				
Environmental Assessment		\$56,250.00	\$18,750.00	
Final Benefit Cost Analysis		\$44,370.00	\$14,790.00	
Preliminary Land Acquisition Process		\$28,125.00	\$9,375.00	
<b>Total</b>		\$128,745.00	\$42,915.00	
Architectural / Engineering Fees				
Design and Permitting		\$263,850.00	\$13,900.00	
<b>Total</b>		\$263,850.00	\$13,900.00	
<b>Total</b>		\$392,595.00	\$130,865.00	
<b>Allocation</b>		\$392,595.00	\$130,865.00	
<b>Balance</b>		\$0.00	\$0.00	

**CERTIFICATION REGARDING LOBBYING**

For State of Minnesota Contracts and Grants over \$100,000

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, A Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31 U.S.Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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Organization Name

---

Name and Title of Official Signing for Organization

By: \_\_\_\_\_  
Signature of Official

---

Date

07/07

**RESOLUTION**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF PUBLIC SAFETY  
GRANT AGREEMENT A-HMGP-DR4182-WORTHCI-009**

It is resolved by the City of Worthington as follows:

1. That the Grant Agreement Number A-HMGP-DR4182-WORTHCI-009 for is accepted.
2. That the Mayor and Clerk are authorized to execute this Agreement and any amendments on behalf of the City of Worthington.

**CERTIFICATION**

STATE OF MINNESOTA  
COUNTY OF NOBLES

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the City Council of the City of Worthington at an authorized meeting held on the 13<sup>th</sup> day of June 2016 as shown by the minutes of the meeting in my possession.

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

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

My Commission Expires: \_\_\_\_\_



**RESOLUTION NO.****APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS.**

**WHEREAS**, Pursuant to Resolution No. 3667, passed by the Council on May 23, 2016, Bolton & Menk, Inc. has prepared plans and specifications for the improvement of the following described street, or portions thereof, by extension of the municipal wastewater collection system and by extension of the municipal water distribution system:

*Bioscience Drive in the Northeast Quarter of Section 14, T102N, R40W from approximately 855 feet west of the west right-of-way of TH 59 to a point approximately 1,170 feet west and 340 feet south.*

and

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

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

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

**2.** The City Clerk shall prepare and cause to be inserted in the official newspaper and on QuestCDN.com an advertisement for bids upon the making of said improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received at the office of the City Clerk of the City of Worthington, Minnesota, until 2:00 p.m. on Friday, July 8, 2016, at which time they will be publicly opened in the Council Chambers of City Hall, 303 Ninth Street, Worthington, Minnesota, by a Council designated committee, and bids and the responsibility of the bidders will be considered by the City Council at 7:00 p.m. on Monday, July 11, 2016, in the Council Chambers of City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five percent (5%) of the amount of the bid.

Adopted by the City Council of the City of Worthington, Minnesota, this the 13<sup>th</sup> day of June, 2016.

(SEAL)

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Mike Kuhle, Mayor

Attest

---

Janice A. Oberloh, City Clerk

**RESOLUTION NO.****RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENT  
BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH  
REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE**

**WHEREAS**, The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance of the bonds.

**WHEREAS**, The Regulations generally require that the City, as issuer of the bonds, make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

**WHEREAS**, The City desires to comply with requirements of the Regulations with respect to certain public improvement projects to be undertaken within the City.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL (THE "COUNCIL") OF THE CITY OF WORTHINGTON (THE "CITY"), MINNESOTA, AS FOLLOWS:**

**1.** The City expects to make original expenditures with respect to the following described projects prior to the issuance of reimbursement bonds, and the City reasonably expects to issue reimbursement bonds for such projects in the maximum principal amount shown below:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
<i>Improvement of Bioscience Drive in the Northeast Quarter of Section 14, T102N, R40W from approximately 855 feet west of the west right-of-way of TH 59 to a point approximately 1,170 feet west and 340 feet south, by extension of the municipal wastewater collection system and by extension of the municipal water distribution system</i>	\$705,990

**2.** Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the City will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

*Resolution No.*  
*Relating to Financing . . .*  
*Page 2 of 2.*

3. As of the date hereof, there are no City funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the City to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the City maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted by the City Council of the City of Worthington, Minnesota, this the 13th day of June, 2016.

(SEAL)

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Mike Kuhle, Mayor

Attest

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Janice A. Oberloh, City Clerk



**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: JUNE 9, 2016**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS**

**1. FIRST READING OF ORDINANCE AMENDMENT - DROSTANNEXATION**

On May 23, 2016, City Council approved and adopted Ordinance 1095 approving the annexation of Allen and Kimberly Drost's property on 1<sup>st</sup> Avenue SW (Exhibit 1A). The Ordinance and supportive documentation was submitted to the State's Office of Administrative Hearings for final approval. Upon the State's review, it was determined that there was an error in the legal description as it included property that was not part of the petition for annexation. Since Council has approved the Ordinance, the appropriate method to correct the error is to amend the said Ordinance. Exhibit 1B contains the proposed amendment, including the appropriate legal description. As with all Ordinances, the proposed amendment requires three readings. Staff is requesting that Council approve the first reading of the proposed Ordinance amendment.

Council action is requested.

**2. INTERIM USE PERMIT**

Journey of Worthington is seeking the issuance of an interim use permit for property it owns at 212 Tenth Street (Exhibit 2A). Approval of the interim use permit will allow the applicant to temporarily use the property solely as a religious institution until December 1, 2016. The allotted time will allow the applicant to invest time and resources to the establishment of a coffee house/restaurant. The legal description of the subject property is as follows:

The southeast 16.50 feet of Lot 10, all of Lot 11, and the NW ½ of the vacated alley lying between Lots 11 and 12, Block 7, Plat of Worthington, Nobles County, Minnesota.

The Planning Commission considered the interim use permit application at its June 7, 2016 meeting. After holding a public hearing, the Commission concluded that the approval of the interim use permit would not be beneficial for all downtown businesses/business owners and voted, on a 5-1 vote, to deny the requested interim use permit. Their recommendation was based on public testimony and the following considerations.

1. According to State Statute and Title XV, Section 155.190 of the City Code (Exhibit 2B), a person with equitable interest in a property to seek approval for temporary use of his/her/their property in a manner that is not permitted by the Zoning Ordinance or the Comprehensive Plan through the issuance of an interim use permit. Interim use permits are issued on a case by case basis to assure that a proposed use would not carry long term complications for the property and surrounding areas.

Journey of Worthington is seeking an interim use permit to use the subject property



solely for religious institution activities through December 1, 2016. Approval would allow Journey to legally have these activities while it moves forward with the establishment/start up of a coffee shop/restaurant during that same time frame. With the opening and operation of the coffee shop/restaurant, the applicant would be able to use the subject property in the same manner it has since 2008 (See Consideration #4).

According to the application and staff interview with the applicant, the coffee shop/restaurant would be open from 8am - 3pm, Monday through Saturday, with breakfast and lunch menu offerings. The religious institution's activities would be predominately on Sundays and Wednesday evenings.

A copy of the applicant's letter of application is provided in Exhibit 2C.

2. The zoning classification for the subject property and the surrounding area is "B-2" - Central Business District. The purpose and intent of the "B-2" District is to preserve and enhance the district as the prime center for office, governmental employment, shopping and cultural activities. In 1980, the City, with the input of central business district business and property owners, adopted an amendment to the Zoning Ordinance that established additional "overlay" regulations that gives preference for ground level land uses along 10<sup>th</sup> Street between 2<sup>nd</sup> Avenue and 5<sup>th</sup> Avenue for retail and entertainment businesses. The amendment did not outlaw or prohibit all other land uses permitted or permitted by special use in the "B-2" district. It requires those land uses to obtain a special use permit to operate a storefront on 10<sup>th</sup> Street. Exhibit 2D is a copy of the City's Schedule of Uses, which illustrates which land uses are permitted, not permitted, or permitted by special use in each zoning district, including "B-2". A copy of the general provisions of the "B-2" and "overlay" districts are provided in Exhibit 2E.
3. The Comprehensive Plan is tool that is used to guide the growth, redevelopment and improvements in Worthington. Included in the Plan is a Land Use Map. This map describes the use of property and enforces land use patterns, identifies places where change is needed and sets the form and location for future growth. A copy of the current Land Use Map is provided in Exhibit 2F. The current Land Use Map designates the subject area as the downtown core. This designation is described as the area within downtown to serve as the hub of activity for the community through a mixture of office, retail, service, residential and public uses, with an orientation or preference towards businesses.
4. In 2007, the previous property owners and former members of Journey had submitted applications to establish a religious institution as the primary land use on the subject property. Understanding that a religious institution as a primary ground floor land use along 10<sup>th</sup> Street would not be approved, the owner proposed the following for the Commission's consideration - the existing coffee shop would be expanded and would become the primary land use for the property. The expansion was to include typical business hours, some level of food offerings, and meeting space/ special event rental for the general public, including the church, which would utilize the space primarily during certain off-business hours. The Commission concluded that the description given would be permissible and that activities would need to be monitored to assure that the primary use of the property did not become a religious institution.

A copy of the minutes of the December 4, 2007 minutes are provided in Exhibit 2G.

5. Per State Statute and Title XV, Section 155.190 of the City Code, the City must find the following in order to consider approval of an interim use permit:

Conforms to all other applicable zoning regulations and meets the standards of a conditional use permit set forth in other sections of the Zoning Ordinance. Being an existing building on the subject property, staff is of the opinion that the proposed interim use permit would comply with all applicable zoning regulations.

Will terminate upon a date or event that can be identified with certainty. According to the applicant's application, they are requesting a termination date of December 1, 2016. The City has the right to proceed with this date or propose a shorter term should it consider approval of the requested interim use permit.

Will not impose additional costs on the public if it is necessary for the public to take the property in the future. State Statute allows for the City to require the deposit of a financial surety (bond, letter of credit, escrow, or cash) as a condition to the issuance of an interim use permit to assure that public funds will not be utilized to clean up the site should the applicant or owner fail to do so upon the termination of the interim use of the property. With no structural changes necessary for use of the facility as proposed, staff believes that requiring a deposit is not necessary in this case.

The owner agrees to any conditions that the City has deemed appropriate for permission of the interim use. Should the Commission/Council consider approving an interim use permit, it may include conditions that it determines are necessary to protect the purpose/intent of the Zoning Ordinance and assure that there are no long term implications for the surrounding areas. Examples include established days/hours of use, establishing a termination date that is less than requested, etc .

5. Public notice of this request was published in the Daily Globe and mailed to all property owners within 350 feet of the subject property (Exhibit 2H). Copies of the letters received and staff's summary statements from phone conversations regarding this matter are included in the packet as Exhibit 2I.

### 3. PETITION FOR ANNEXATION - WORTHINGTON ISD #518

Worthington Independent School District 518 has submitted a petition requesting that the City annex 155.29 acres of land that it owns directly northwest of the intersection of Crailshiem Road and Fox Farm Road (Exhibit 3A). The land in question is located in the Southeast Quarter of the Southeast Quarter of Section 21, Township 102 North, Range 40 West, Nobles County, Minnesota. ISD 518 is requesting the annexation to assure access to public infrastructure to properly service their proposed high school facility for the subject property. The legal description of the subject property is provided in Exhibit 3B (Petition).



At their June 7th meeting, the Planning Commission considered the proposed annexation. The Commission recommends Council accept the annexation by passing the Joint Resolution shown in Exhibit 3D. The Commission's recommendation is based on the following considerations:

1. The 1972 Orderly Annexation Agreement between the City of Worthington and the Worthington Township Board established a process to annex areas that are currently abutting the city limits with or without obtaining private petitions. If the City and the Township Board agree that an area within the Orderly Annexation Boundary (Exhibit 3C) is urban in nature or soon to become so, both agencies must sign an amendment to the original agreement ordering immediate annexation of the subject property. The amendment (Exhibit 3D) has been approved by the Worthington Township Board.
2. The subject property lies within the service areas included in the City's water distribution and wastewater collection master plans. Extensions of the water distribution and wastewater collection systems will be required to service the site. The easterly portion of the property is also included in the City's master storm water plan. Extension of the public storm water system may or may not be required depending on specific site development plans. The westerly portion of the property drains immediately to the creek known as West Inlet. Drainage improvements required to serve this area should be undertaken as part of the site development.

The property also abuts Crailsheim Drive, a County State Aid Highway and arterial roadway. It is anticipated that access to the site will be permitted from Crailsheim Drive provided appropriate traffic management strategies and controls are implemented to maintain the function of the roadway.

3. According to the City's Comprehensive Plan, the subject property is located in an area identified as the Future Residential Growth Area. The boundaries of this district are shown in Exhibit 3E. The purpose of this district is to identify this area for future residential growth and to prevent conflicting land use and development patterns prior to annexation. Based on the findings of the Comprehensive Plan, the Orderly Annexation Agreement Amendment includes wording to zone the property "R-1" - Single Family Detached Residential upon annexation, which is the zoning classification of the surrounding area located within the corporate limits of the City of Worthington.

**ORDINANCE NO. 1095****AN ORDINANCE EXTENDING THE CORPORATE CITY LIMITS OF THE CITY OF WORTHINGTON TO INCLUDE 6.5 ACRES OF UNPLATTED LAND ABUTTING THE CITY OF WORTHINGTON AND OWNED BY ALLEN AND KIMBERLY DROST**

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

**Section I.**

A petition for annexation under Minnesota Statutes Section 414.033, Subdivision 2, Clause 3 has been filed with the governing body of the City of Worthington, Minnesota by the sole owner of the land contained in said petition, requesting that the following described land be annexed to the City of Worthington, Minnesota, to-wit:

That part of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, lying Northwest of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company, EXCEPT a tract beginning at the North Quarter Corner of said Section 34; thence Easterly along the North line of said Section 34, a distance of 115.00 feet; thence Southwesterly, a distance of 119.60 feet, more or less, to a point on the West line of the Northeast Quarter of said Section 34 distant 33.00 feet South of the North Quarter corner of said Section 34, a distance of 33.00 feet to the point of beginning.

**Section II.**

The area petitioned for annexation is 6.5 acres unplatted, abuts the City's southerly boundary, is located in the Township of Worthington, and is not included within any other municipality.

**Section III.**

All of the tract of land proposed for annexation is owned by the petitioners.

**Section IV.**



All of the annexation area is or is about to become urban or suburban in character. None of the annexation area is presently served by municipal facilities or services.

**Section V.**

The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to Minnesota Statutes Section 414.0325.

**Section VI.**

The annexation is in the best interest of the City of Worthington, Minnesota.

**Section VII.**

Written notice of the public hearing on the annexation petition was given as required by Minnesota Statutes 414.033, Subdivision 2b. A public hearing on the petition and this proposed ordinance was held on April 5th, 2016 at Worthington City Hall, 303 9<sup>th</sup> Street, Worthington, Minnesota.

**Section VIII.**

The corporate limits of the City of Worthington is hereby extended to include the property described in Section I, and the same is hereby annexed to and included within the City of Worthington as effectively as if it had been originally a part thereof.

**Section IX.**

Pursuant to Title XV, Section 155.026(G) of the City of Worthington City Code, the property shall be zoned "R-1".

**Section X.**

Pursuant to Minnesota Statute 414.036, the City of Worthington shall reimburse the Town of Worthington for all of the taxable property annexed. Reimbursement shall consist of two annual payments that will be equal to the Town's collection of real estate taxes from the subject property in 2015, which was \$44.69.

**Section XI.**

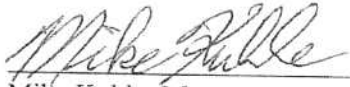
The City Clerk is hereby directed to file a certified copy of this ordinance in the office of the Recorder in and for the County of Nobles, Minnesota Municipal Board, the Secretary of State, the Nobles County Auditor and the Worthington Township Board.

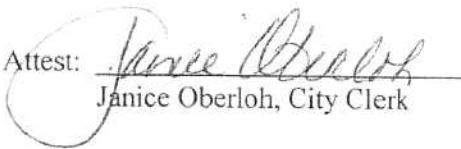
**Section XII.**

This ordinance shall be in full force and effect from and after its passage and publication and filing of a certified copy thereof with the Recorder in and for said County of Nobles, State of Minnesota.

Passed and adopted by the City Council of the City of Worthington, this 23 day of May, 2016.

(SEAL)

  
Mike Kuhle, Mayor

Attest:   
Janice Oberloh, City Clerk

**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA.****The City Council of the City of Worthington, Do Ordain:****Section I.**

Section I of City Ordinance 1095 be hereby amended to read as follows:

A petition for annexation under Minnesota Statutes Section 414.033, Subdivision 2, Clause 3 has been filed with the governing body of the City of Worthington, Minnesota by the sole owner of the land contained in said petition, requesting that the following described land be annexed to the City of Worthington, Minnesota, to-wit:

That part of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, lying Northwest of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company, EXCEPT a tract beginning at the North Quarter Corner of said Section 34; thence Easterly along the North line of said Section 34, a distance of 115.00 feet; thence Southwesterly, a distance of 119.60 feet, more or less, to a point on the West line of the Northeast Quarter of said Section 34 distant 33.00 feet South of the North Quarter corner of said Section 34, a distance of 33.00 feet to the point of beginning.

**ALSO EXCEPTING**

That part of the Northwest Quarter of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, Nobles County, Minnesota described as follows:

Commencing at the North Quarter corner of said Section 34; thence on an assumed bearing of North 85 degrees 31 minutes 44 seconds East, along the north line of said section, a distance of 231.00 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence South 0 degrees 54 minutes 01 seconds East a distance of 212.00 feet to an iron monument; thence North 85 degrees 31 minutes 44 seconds East a distance of 132.00 feet to an iron monument; thence North 50 degrees 08

minutes 05 seconds East a distance of 74.45 feet to an iron monument; thence North 0 degrees 54 minutes 01 West a distance of 168. 79 feet to an iron monument located on the north line of said section; thence South 85 degrees 31 minutes 44 seconds West, a distance of 190.00 feet to the point of beginning.

**Section II.**

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

**Section V.**

This ordinance shall be in full force and effect from and after its passage and publication and the filing of a certified copy thereof with the Recorder in and for said County of Nobles, State of Minnesota.

Passed and adopted by the City of Worthington, this \_\_\_\_ day of July, 2016.

(SEAL)

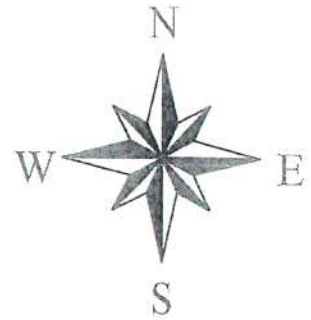
\_\_\_\_\_  
Mike Kuhle, Mayor

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



GRAY

# INTERIM USE PERMIT 212 10TH STREET



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

[Print](#)

## Worthington, MN Code of Ordinances

**§ 155.190 INTERIM USE PERMIT.**

(A) *Purpose.* The intent in allowing interim uses is to allow a use for a limited period of time that reasonably utilizes the property in a manner not permitted in the applicable zoning district or is not a part of the long-term plan as set forth in the Comprehensive Guide; and to allow a use that is presently acceptable but that, with anticipated development, will not be acceptable in the future.

(B) *Application.* The application, public hearing, public notice and procedure requirements for an interim use permit shall be the same as those for conditional use permits as provided in § 155.186.

(C) *Standards.* The Planning Commission shall recommend an interim use permit and the Council shall issue such interim use permits only if it finds that such use at the proposed location:

- (1) Conforms to all other applicable zoning regulations and meets the standards of a conditional use permit set forth in other sections of this subchapter.
- (2) Will terminate upon a date or event that can be identified with certainty.
- (3) Will not impose additional costs on the public if it is necessary for the public to take the property in the future; and
- (4) The owner agrees to any conditions that the City Council has deemed appropriate for permission of the use, including, but not limited to a condition that the owner will provide a financial surety, in an amount determined by the City Council, to cover the cost of removing the interim use and any interim structures upon expiration of the interim use permit.

(D) *Termination.* An interim use permit shall terminate upon the occurrence of any of the following events, whichever first occurs:

- (1) The date or event stated in the permit; or
- (2) A violation of conditions under which the permit was issued, or
- (3) A change in the city's zoning regulations which renders the use nonconforming,
- (4) The use has been discontinued for a minimum of six months.

(Ord. 824, passed 7-8-96; Am. Ord. 1044, passed 7-11-11)

## *Journey of Worthington*

1698 Airport Road, Suite 1  
P.O. Box 1041  
Worthington, MN 56187

To: City of Worthington Planning & Zoning Commission

Date: May 16, 2016

RE: Application for Interim Special Use Permit

Journey of Worthington is applying for an Interim Special Use Permit to use its real property located at 212 Tenth Street, Worthington, Minnesota for church purposes defined, under the Zoning Ordinance, as Public Institutional and Cultural Use. Journey of Worthington has used the building for church purposes, as an ancillary use, since September of 2008, the primary use of the main floor of the building being used by two cafés since August of 2008. The last café vacated the building on May 2, 2016, having notified Journey of Worthington on April 13, 2016, of such vacation.

Journey of Worthington intends to establish, as the primary use of the main floor of the building, a new coffee house to be operated at least Monday through Saturday of each week. In addition, the building would be available for conference room meetings, concerts and catered events. As it is the desire of Journey of Worthington to establish a coffee house which is viable and sustainable over a long period of time, it is requesting an Interim Special Use Permit with a termination date of December 1, 2016. A December 1, 2016 termination date will allow Journey of Worthington to invest in the necessary time and resources to establish and staff a coffee house which will be an asset to the community and a benefit to other downtown businesses. The applicant does not want to rush this process and end up having a coffee house which is not viable or a long term benefit to the community. As an alternative to a coffee house, the applicant may open another type of restaurant.

The interim use of the building by Journey of Worthington would not change from the applicant's previous use which has predominately been on Sundays and Wednesday evenings, at times when most businesses in the area are not open.

Sincerely,



Todd D. Ahlquist  
For the Firm

TDA:ll



APPENDIX E: TABLE 5. SCHEDULE OF USE REGULATIONS

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



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

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

## Zoning

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

('69 Code, Ch. 7 App. Table 5) (Am. Ord. 600, eff. 11-27-76; Am. Ord. 603, eff. 1-22-79; Am. Ord. 773, passed 1-13-92; Am. Ord. 820, passed 3-25-96; Am. Ord. 822, passed 4-8-96; Am. Ord. 829, passed 2-24-97; Am. Ord. 846, passed 9-8-97; Am. Ord. 852, passed 1-12-98; Am. Ord. 870, passed 10-12-98; Am. Ord. 933, passed 2-11-02; Am. Ord. 1045, passed 9-12-11; Am. Ord. 1064, passed 12-10-12; Am. Ord. 1065, passed 12-10-12; Am. Ord. 1086, passed 6-8-15; Am. Ord. 1087, passed 6-8-15)

## TABLE OF USE GROUPS

## PART I. RESIDENTIAL AND OTHER USE GROUPS

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



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

**PART II. NON-RESIDENTIAL USE GROUPS**

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

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



## Worthington - Land Usage

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



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

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## Worthington, MN Code of Ordinances

**§ 155.086 COMMERCIAL DISTRICTS.***(A) General purposes.*

(1) To group compatible business uses which will tend to draw trade that is mutually interchangeable and so promote business prosperity and public convenience.

(2) To encourage master planning and development of business districts with adequate parking and loading.

*(B) Commercial districts designated.* The following districts are commercial districts:*(1) Neighborhood Business District (B-1).*

(a) *Purpose.* This district is intended to permit selected businesses in areas adjacent to residential neighborhoods where analysis of the population demonstrates that such facilities are required and desirable.

(b) *Location.* After the date of adoption of this title, no new B-1 districts shall be located within 2,000 feet of another B-1 or B-2, or B-4 district.

*(2) Central Business District (B-2).*

(a) *Purpose.* This district is intended to preserve and enhance the Central Business District as the prime center for office and government employment, shopping and cultural activities.

(b) *Number.* Only one B-2 District shall be permitted.

*(3) General Business District (B-3).*

(a) This district provides allocation for uses that are appropriate to thoroughfare locations, are largely dependent on thoroughfare traffic and are not suitable within other business districts.

(b) This district is created in recognition of the existence of substantial areas presently committed to a form of development which is undesirable in the following respects:

1. Mixed uses of major type
2. Mixed uses of a single type (commercial) which do not encourage the interchange of customers.
3. Access feeds onto a major city arterial directly rather than via a commercial distribution frontage road.

(c) It is not the intent to create additional districts of this type, nor to enlarge the limits of such districts; however, minor adjustments would be allowed.

(d) *Reduced setbacks for commercial structures.* In a B-3 zoning district, the minimum setback for all buildings shall be 50 feet from the right-of-way with the following exceptions:

1. The setback shall be 30 feet when a property fronts on a service road.
2. The setback may be reduced to 25 feet, provided:
  - a. The parking area for the use is located behind the front building line of the structure, and
  - b. The future thoroughfare plan does not indicate a need for additional right-of-way acquisition in front of the proposed building.

(4) *Shopping Centers District (B-4).*

(a) *Purpose.* This district is intended to provide for preplanned shopping centers.

(b) *Detailed plan required.* Uses within this district are to be arranged according to a detailed master plan prepared by the developer and after approval by the Commission. Plan preparation shall conform to § 155.189.

(C) *Retail Shopping Overlay District.*

(1) This overlay district is intended to preserve the concentration of retail shopping activities at ground level along Tenth Street from Second Avenue to Fifth Avenue.

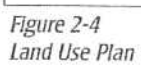
(2) Only one Retail Shopping Overlay District shall be allowed.

(3) Ground level uses permitted in this district shall be as designated in Table 5 of this title for non-residential use groups (A, B, C, D, E, F). Any use permitted in the underlying zoning district, as indicated on the official zoning map, may be allowed as a conditional use in accordance with §§ 155.185 and 155.186 of this chapter.

(4) Non-ground level uses permitted in this district shall be those uses allowed and regulated in the underlying zoning district as indicated on the official zoning map.

('69 Code, § 7-16.02, Subd. 2) (Ord. 622, eff. 7-14-80; Ord. 623, eff. 8-11-80; Am. Ord. 1014, passed 7-14-08; Am. Ord. 1015, passed 8-11-08)







## Downtown

Historically, the Downtown area is viewed as a commercial land use. The area has been called the "central business district." While commerce is an important aspect of Downtown, a variety of other land uses make up the current environment and play essential roles in the future.

Among the mixture of uses in the Downtown are:

- Retail, service, office and other commercial uses
- Housing of varying forms and densities.
- Civic uses, including City Hall, Municipal Utilities, County Administration, Library and Hospital.

The Downtown provides the only setting in Worthington where this diversity of uses with differing land use needs can exist in a common "neighborhood."

A further discussion of land use issues related to the Downtown appears later in this section under the Downtown District.

### *Land Use Categories*

The Downtown consists of two land use categories: a business oriented core and a mixed use transition area.

#### **Downtown Core**



The downtown core of Worthington provides areas for a mix of office, retail, service, residential and public uses. Worthington's Downtown will continue to be the hub of activity in the community by facilitating places for appropriate uses when buildings and site are designed in context with their environment. The Downtown Core is oriented towards businesses. High density residential housing is allowed in the Downtown Core district only in mixed use developments. Street fronts should be preserved for business uses.

#### **Downtown Mixed Use**



The downtown mixed use category provides a transitional area on the periphery of downtown and those corridors leading to the downtown. This category anticipates redevelopment will take place in specific areas to provide a mixture of residential, office and commercial uses that are not currently in place. These areas are designed to function in an organized and cohesive manner with a higher level of attention to pedestrian improvements and building prominence along the street corridor. In many ways the downtown mixed use area is a supportive area to the downtown by providing an additional population base and support services necessary for downtown business operations.

motion and it passed unanimously.

Bruce Pass stated that he did not believe Tim Murphy made an intentional error when locating the garage. He motioned to approve the variance request which will allow the garage to remain where it is and encroach 3.5 feet into the required corner side yard setback because Walnut Street is an unimproved right-of-way and there is very little possibility that it will ever be improved or extended. The motion was seconded by Dana Oberloh and passed unanimously.

#### Review and Approval

#### 2008 - 2012 Capital Improvements Program

Dwayne Haffield summarized the Capital Improvements Program for 2008 - 2012 and reminded the Planning Commission that they needed to determine that new improvements, such as those proposed for 27<sup>th</sup> Street, are compatible with the Comprehensive Plan. In response to questions from Bob Demuth, Dwayne Haffield explained that the project on Flower Lane was a good example of a project necessary for redevelopment. If there were a redevelopment project for the area, an upgrade would be required. If no redevelopment is proposed for the area, it can stay the way it is. In response to questions from Mike Kuhle regarding the 27<sup>th</sup> Street project, Dwayne Haffield stated that the sewer and water is scheduled for 2008 and the road would be done the following year. It will most likely be a surfaced rural road which means it will have ditches rather than curb and gutter. It will be built for truck traffic, will be very functional, and should hold up for quite some time.

Mike Kuhle motioned to recommend approval of the Capital Improvements Program for 2008-2012 to the City Council. Chad Nixon seconded the motion and it passed unanimously.

#### Public Hearing and Recommendation to City Council

#### Special Use Permit: 212 Tenth Street (Keith and Jean Wilson) - Tabled

#### Public Hearing and Board of Zoning Appeals Action

#### Variance: 212 Tenth Street (Keith and Jean Wilson) - Tabled

Keith and Jean Wilson submitted a special use permit application and a variance application for property they own at 212 Tenth Street which if approved would allow them to operate a religious institution and reduce the number of off street parking stalls required to zero. After the Public Notice had been published and mailed as required, Brad Chapulis met with Mr. Wilson to discuss the application. At that time, Mr. Wilson explained that Heartsong Christian Bookstore, currently operating in the facility, was closing at the end of December. After discussion with neighboring merchants and patrons, Mr. and Mrs. Wilson are considering expanding the coffee shop and continuing to rent the existing multi purpose room to the general public for a variety of uses including those of a religious nature. Neither of the proposed uses would require a special use permit or a variance.

Brad Chapulis stated that the items were on the agenda for discussion even though they had been tabled because the Notices had been sent. The meeting would allow for comments from the public.

Mrs. Wilson spoke about the plans for the building. She envisions expanding the coffee shop into a coffeehouse that includes leather sofas and chairs. It would be open during the week and include some retail. She has discussed retail options with another individual. She had also considered keeping the coffeehouse



open on Thursday, Friday, and Saturday evenings to give college aged adults a place to go. Mrs. Wilson stated that Bible study groups currently meet there three to four times a week and a group of about 50 meets there on Sunday morning. Brad Chapulis noted that the building can accommodate more than 50 people and also explained that the Long Branch down the street could host similar meetings without seeking approval. He noted that it was for the Planning Commission now for a determination of use. Would the proposed coffeehouse be considered "Public Institutional," "Public Entertainment" or "Restaurant?" The description presented at the meeting could classify the proposed use as "Restaurant" as the primary use will be the coffeehouse.

Mike Kuhle has heard from owners of other retail establishments in the downtown area who are very concerned about using the building for a church. He would really like it to stay retail and asked Mrs. Wilson if she could push the individual who may be interested in adding retail. She replied that she could not push the person but was hopeful. She also noted that she intends to continue offering cards and artwork for sale. In response to questions from the Planning Commission, Mrs. Wilson stated there are many things they would like to try such as poetry readings and acoustic performances. She also noted that they have talked with the Building Official regarding required upgrades for the new use of the property. In response to questions from Chad Nixon, Mr. Wilson stated they intended to charge a bit for the use of the meeting room. The intent was not to make money, but to cover the expenses.

Brad Chapulis explained that the intended coffeehouse would fall under the definition of a restaurant as it would be considered the same as a tea room. As such, it would be permitted without special use permits or a variance and the applications should be withdrawn. Staff would monitor the property to ensure that the primary use did not become a religious institution. He also noted that building permits would be required for the changes and building code would have to be met.

In response to questions regarding Bible study from Chad Nixon, Mr. Wilson stated that they had intended to close the business but after talking with others, they have decided to shift the focus from 80 percent retail and 20 percent coffee shop to 80 percent coffee house and 20 percent retail. In response to Janet Belz's questions regarding church meetings, funerals, and parking, Mr. Wilson stated that weddings and funerals will not be held at the downtown location. As they do now, they will continue to work with other churches for those. He also stated that they have an agreement for parking with Wells Fargo Bank. He also pointed out that the church activities are held during non retail hours and, therefore, would not affect the parking for neighboring businesses. He said they intend to remain good neighbors with the surrounding businesses and invited the owners to talk with them problems arise. In response to questions from Jay McCready, Mr. Wilson noted that he did not foresee the church increasing much in size from the current number of 50 although the building does have the capacity to hold 198. He mentioned that members of the church own property on the western edge of Worthington and building a facility could be a possibility if the church grew significantly. Mr. McCready stated that he had not had any problems with the bookstore or the meetings that they have now and does not anticipate any problems with the proposed new use. Deb Vander Kooi stated that coffeehouses are a big trend right now and it will be a draw to the downtown.

Bob Demuth asked what action needed to be taken. Brad Chapulis listed the three options open to the Planning Commission: confirm the decision that the proposed coffeehouse would be considered a restaurant use; defer the decision until the next meeting to allow time for more consideration; or determine that the main use should be considered "public institutional" and the special use permit application and the variance application will be on the next agenda.

Mike Kuhle expressed his opinion that the coffeehouse would be a great addition to the downtown. He would like to be sure there is an agreement with Wells Fargo to use the parking lot. Chad Nixon stated that, based on the description provided, a restaurant use seemed like the best fit. Deb Vander Kooi stated that Heartsong Christian Bookstore has been a great neighbor and she does not see any problem with Sunday morning Bible studies.

It was the consensus of the Planning Commission that the coffeehouse would be considered a restaurant and, therefore, would be permitted at the proposed location. Brad Chapulis stated that staff would monitor the use of the building. If it was determined that the primary use became church meetings, the Wilsons would have to apply for a special use permit and variance. As it stands at this point, the applications are unnecessary. Bob Demuth recommended that Mr. and Mrs. Wilson provide a written description of the planned use, which should include a statement that weddings and funerals will not be held at the coffeehouse, to be used as the basis of the Planning Commission's determination.

#### **Request for Interpretations: Public Entertainment Land Use Group and Retail Overlay District**

The discussion pertaining to the new use of the Heartsong Christian Bookstore building brought up the issue of the Retail Overlay District, which was established in 1980 by amendment to the Zoning Ordinance. It affects Tenth Street between Second Avenue and Fifth Avenue. It restricts ground level land uses to retail businesses or restaurants. A building must be vacant for one year before it may be occupied, through the issuance of a special use permit, by any business, other than retail, permitted in the B-2 Central Business District. Brad Chapulis explained that it may be time to update the overlay district possibly by removing the requirement that a building remain empty for one year before allowing a business permitted by special use to occupy a vacant building or by broadening the permitted land uses. He cited the example of the building formerly occupied by Expert Tire. If another business of similar nature wanted to locate in that building, it would have to wait one year. Bob Demuth agreed that the overlay district seemed dated and may need revising. Chad Nixon expressed concern regarding the number of businesses that have closed in the last few months - at least five.

Any changes to the Zoning Ordinance, including those made to the Retail Overlay District, require notices to be published and a public hearing. A more in-depth discussion will be held at a later date.

#### **Other Business**

The next regularly scheduled meeting falls on New Year's Day. The Planning Commission decided to hold the meeting on Wednesday, January 2, 2008 at 7:00 p.m.

#### **Adjournment**

There being no further business to discuss, a motion to adjourn the meeting was made by Mike Kuhle, seconded by Chad Nixon, and unanimously carried. The meeting adjourned at 8:20 p.m.

Julie Haack  
Secretary



CITY OF WORTHINGTON  
PLANNING COMMISSION  
NOTICE OF PUBLIC HEARING

---

The City of Worthington Planning Commission will hold a public hearing on Tuesday, June 7, 2016, for the purpose of considering the following business:

- **Interim Use Permit** - Journey of Worthington is seeking the issuance of an interim use permit for property it owns at 212 Tenth Street. Approval of the interim use permit will allow the applicant to temporarily use the property for solely as a religious institution until December 1, 2016. The allotted time will allow the applicant to invest time and resources to the establishment of a coffee house/restaurant. The legal description of the subject property is as follows:

The southeast 16.50 feet of Lot 10, all of Lot 11, and the NW ½ of the vacated alley lying between Lots 11 and 12, Block 7, Plat of Worthington, Nobles County, Minnesota.

The public hearing will be held in the City Council Chambers, at City Hall, 303 Ninth St., Worthington, Minnesota, at 7:30 P.M. on Tuesday, June 7, 2016. At the hearing, the Planning Commission will hear staff's report and public testimony and may take action. All interested persons are invited to attend and be heard. Those unable to attend are invited to send written comments, prior to the hearing, to: Community Development Department, City of Worthington, P.O. Box 279, Worthington, Minnesota 56187. Bradley Chapulis, Director of Community / Economic Development, 372-8640

Wednesday, June 1, 2016

Dear Planning Commission Members:

As small business owners and people who care about the community of Worthington we are asking for you to deny the Interim Use Permit request submitted by Journey of Worthington.

There are many reasons that the permit request should be denied. Including but not limited to:

- Downtown businesses should help draw more people in and help expose downtown to more possible shoppers. This can only be accomplished when we have businesses open during normal business hours that bring people in.
- All downtown businesses should be legal and in compliance with zoning code.
- Applying for an interim use permit to skirt the zoning code should not be allowed by the city.
- According to city staff, interim use permits are designed for temporary mining operations and batch plants.
- Community members expressed concern when the Turkey Day events were moved out of downtown (the event only happens a few days of the year) because the celebration is crucial in highlighting Worthington's downtown district. Approving a non-commercial use permit downtown denies the community and downtown businesses the opportunity to improve commercial value and it further reduces visibility to investors.

Please weigh your decision carefully as you review the interim use permit request because it gets around the zoning code and gives others reason and legal basis to ask you for temporary permission to "violate" the zoning code in the future. Denying this request will show the city's vested interest in standards and the value of downtown property since that value is based on how busy 10<sup>th</sup> street is with shoppers. Less retail spaces will limit foot traffic and this in turn will discourage future investors from starting business here.

We know that it might not be easy to do what is right, but we are asking you to stand by your own zoning laws. The laws that are on the books are to protect the vitality of Worthington's downtown and its existing and future businesses. For example, if the city approves this request, then you will not be able to deny some of us who may come to the city and ask that our buildings be turned into rental apartments on the main floor? Some of our buildings may generate more money as apartments than as businesses.

Many of the business owners and community members were very saddened when Ben Lee's closed its doors. Every time a business closes in Worthington it affects our entire community. Let's do what we can to get retail in the building at 212 10<sup>th</sup> Street as quickly as possible and in the meantime Journey of Worthington may not continue to have church there until a retail business is in place.

Citizens concerned for the vitality of downtown

Bradley Chapulis  
Director of Community-Economic Development  
P.O. Box 279  
Wgtn, MN 56187

June 1st 2016

Dear Mr. Chapulis,

As you ponder the temporary Church zoning permit , which will “empathetically” expire just before Christmas. Please thoughtfully consider the many religious faiths in this community. They have all abided by this ordinance.


The Buddhist Temple jumped through many hoops and travails. They eventually found themselves miles outside of Worthington on a lonely dead end road.

It seems that allowing any place of worship on a street that has been zoned to remain commercially viable, would be a bit of an affront to the Lao, Karen & Vietnamese citizens of our community. Who most certainly would have been denied this privilege.

I suspect none of these Buddhist's will come and voice this concern. They have far to much reservation.

It is up to us to realize that these concepts and zoning concerns are there for all of us to appreciate.

Thank you for your thoughtful consideration to this matter.

Sincerely,  
  
Bill Keitel  
Worthington, MN.

NOTE TO FILE 31-0057-000

DATE: June 1, 2016

FROM: Bradley Chapulis



Re: Interim Use Permit Application

Returned a phone message from Donna Kempema at 5pm. She wanted to call in and express her opposition to the approval of an interim use permit for the church services. She indicated that the coffee shop/restaurant should be in operation before the church should be permitted to use the facility in the same fashion that it has in the past.





WORTHINGTON AREA  
CHAMBER OF COMMERCE

1121 Third Avenue  
Worthington, MN 56187

Phone: 507-372-2919

Fax: 507-372-2827

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

Email: [wcofc@frontier.net](mailto:wcofc@frontier.net)

June 3, 2016

Ken Moser, Chair  
Planning Commission  
303 9<sup>th</sup> Street  
Worthington, MN 56187

To The Members of the Planning Commission:

This letter is in reference for an Interim Use Permit application for the property at 212 Tenth Street in Worthington.

The above-referenced property is located in the Retail Shopping Overlay District in downtown Worthington. Under the City of Worthington Code §155.086 (C) "this overlay district is intended to preserve the concentration of retail shopping activities at ground level along Tenth Street from Second Avenue to Fifth Avenue."

It is the position of the Chamber that this use of the property conflicts with intent of the City Code and may have a negative effect on other businesses in the Retail Shopping Overlay District.

On behalf of the Worthington Area Chamber of Commerce Board of Directors, thank you for your time and consideration in this matter.

Sincerely,

Darlene Macklin  
Executive Director

Dear Planning and Zoning Division,

06-03-16 4:25 PM



As a community member, advocate for small business, and friend of many local business owners; I am concerned about the future of our downtown and in turn the future of Worthington. Upon the closing of Ben Lee's, formerly located at 212 10<sup>th</sup> Street, there has been a lot of chatter around town in regards to the reason for its closing as well as the future of the building. I am writing this letter to bring light to my concerns for the latter part of that sentence – the future of the building.

As I am sure you all are aware, each and every retail building both downtown and in the entire city are vital to the local economy and the well being of other thriving local businesses. If the building located at 212 10<sup>th</sup> street were to remain empty until an infinite date, it could mean huge losses for other businesses that depend on the interconnected network of downtown commerce. Especially as they move through the upcoming summer and holiday seasons. Our local business owners and Chamber of Commerce have been working tirelessly to build up that network and also the Worthington "brand" in order to encourage consumers to shop in town. If this building sits empty, and other businesses suffer because of a loss of downtown foot traffic, our existing businesses will need to make cut backs such as reducing inventory or labor costs.

If, as a community, we enjoy having local conveniences and jobs, why would we diverge from the zoning laws that are in place to insure a flourishing downtown? The building on 212 10<sup>th</sup> street has a vibrant history of successful businesses. With the building's large open floor plan, there are a host of retail businesses that could be well suited for the space. Let's keep moving FORWARD with downtown development.

We have a community that everyone should be proud of; I say it is our job to ensure that we keep our local commerce blooming. Please consider the proposed variance of the building at 212 10<sup>th</sup> street very carefully and consider the local business owners who have invested years and countless dollars into this community. Don't let those who have already invested in THIS community down by allowing a retail building to sit empty any longer than it already has.

Sincerely,



Lauren LeBrun

City of Worthington Planning Commission:

CC-06-16 AG-125-11

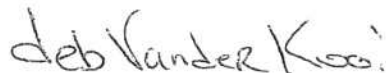


The owners and employees of Main Street Kids would like to support Journey of Worthington in their request for the issuance of an interim use permit. We feel that the time allowance will give Journey the opportunity to properly organize and fund a coffee shop/restaurant in the designated area. If the city of Worthington and its citizens wish to have a well-run business in this building, it is wise to give Journey time to establish the plans and bring forth a business that will benefit the downtown Worthington area.

Thank you.

Sincerely,

Main Street Kids



OFFICE OF THE MAYOR

CITY OF WORTHINGTON ■ 303 NINTH STREET, PO BOX  
279 ■ WORTHINGTON, MN 56187

Response Journey Church  
Request for Special Use Permit

Thank You for giving me the time tonight to address the property located at 212 10<sup>th</sup> Street. I was on the Planning Commission at the time when the former owners Keith & Jean Wilson had first applied for a variance to operate a Religious institution back in December 2007.

A considerable amount of discussion was held back then with the owners and the business community. It was very clear from the beginning that the primary purpose of this property would remain Retail in Nature and thus protect the integrity of the Downtown Retail District. People, Owners, and businesses depend on traffic generators to survive and prosper. Several downtown business owners were involved and stated their concerns, some of which are around today and some are not. Out of these discussions came a good thing Ben Lees which complimented the surrounding businesses and the Church was allowed to hold its services & meetings.

The current business at the time Heartsong Christian Bookstore was phasing out of business and a Coffee Shop with some retail would be built up moving forward, this became Ben Lees. The mix for this property would shift from 80% retail / 20 % Coffee Shop to 80% Coffee Shop / 20% Retail. The owners at the time pointed out that Church activities would occur during non-retail hours and would not affect parking which is at a premium for retail customers. Weddings and funerals would not be held here as they would work with other churches to hold these services. They also had an agreement with Wells Fargo for Parking. Now I am sure that at least some of the current leadership was aware of these discussions back then and should not be a surprise now. This was a true Partnership that developed.

While it is true that a Church could operate under a Special Use Permit granted by the Planning Commission in nearly all Property Classifications. IT IS NOT A RIGHT, there is a reason for Special Use permits and that is to make sure that a property and it's intended use can fit in with the surrounding uses of other properties. The Downtown Retail District is not the place for a church, it is very confined and densely Retail, the other businesses located in this retail district depend on like businesses that generate traffic and potential customers. Worthington is critically short in Retail already and cannot afford to lose this property to another use. The businesses downtown have a vested interest in keeping this property strictly retail in nature. You need to consider the other businesses in Downtown Worthington.

Back then a special use permit was not granted because the primary business of this property remained RETAIL. And I see no reason to grant a Special Use permit now or even a temporary Special Use Permit. The current owners or leadership of this church has or should have known about the terms and conditions granted back in 2007 and have had ample time to move this property forward already. Whatever your decision is tonight, the property needs to stay retail, meaning that the property must be in use as retail during normal business hours. It cannot just be open for a couple hours a day as coffee shop and call it good.

By granting even a Temporary Use permit you are

1. Setting a precedent
2. Delaying the inevitable

Thank You for your time tonight and more importantly for your service on this committee of the City Of Worthington.



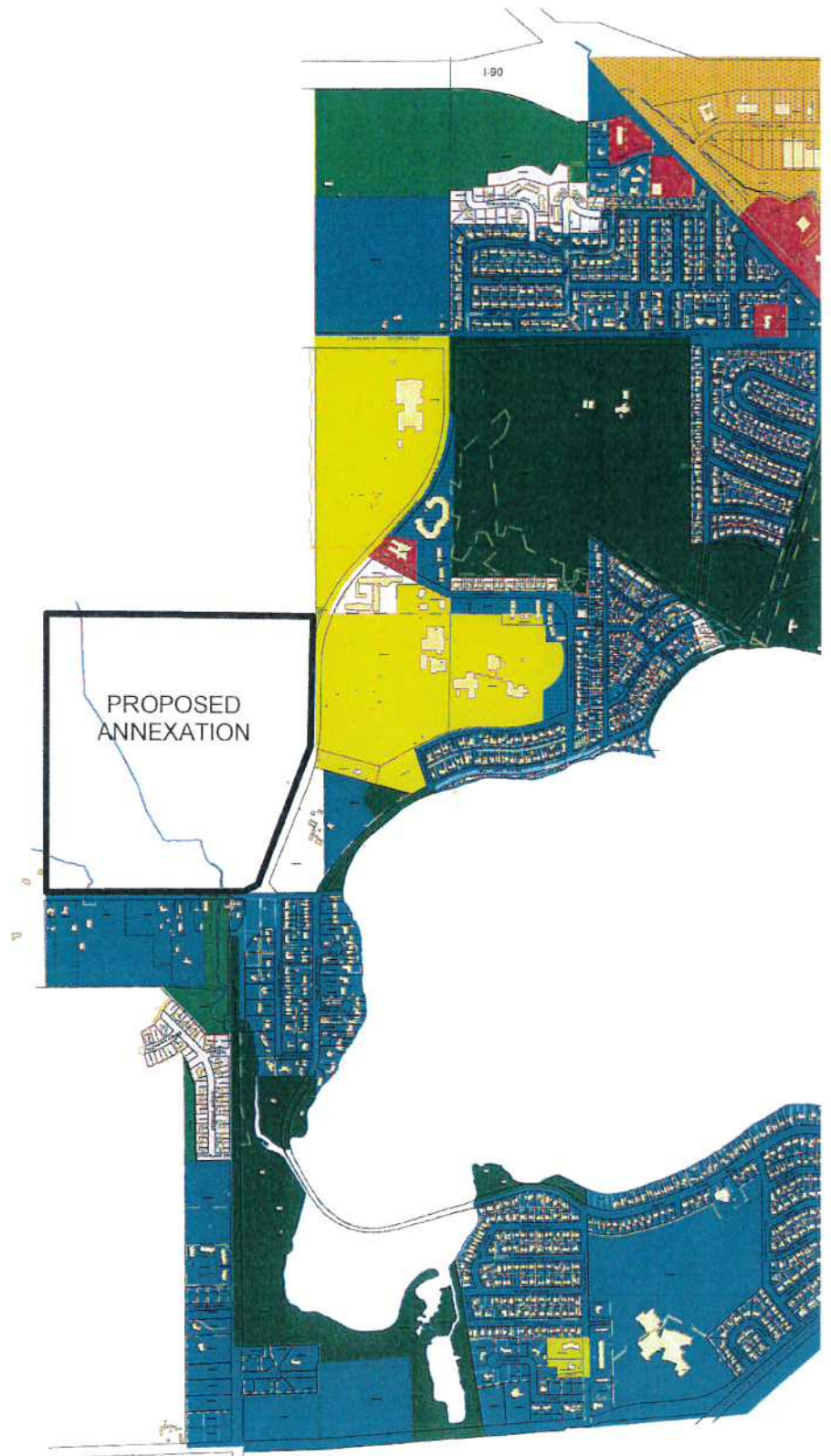


Exhibit 3A

REC'D ON  
21-20-10 A09:44 10

## PETITION FOR ANNEXATION

IN THE MATTER OF THE PETITION OF CERTAIN PERSON(S)  
PURSUANT TO MINNESOTA STATUTES 414.033, SUBD. 2, (3)

TO: COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA

**PETITIONER(S) STATE:** The property owner or a majority of the property owners in number are required to commence a proceeding under M.S. 414.033, Subdivision 2, Clause 3.

It is hereby requested by the sole property owner to annex certain property described herein lying in the Town of Worthington to the City of Worthington, County of Nobles, Minnesota.

In the interest of expediting the process of annexation, the petitioners hereby waive their right to Electric Utility Service Notice as described in M.S. 414.033 Subdivision 13.

The area proposed for annexation is described as follows:

That part of the Southeast Quarter of Section 21, Township 102 North, Range 40 West, Nobles County, Minnesota, described as follows:

Commencing at the Southeast corner of said Section 21; thence on an assumed bearing of South 89 degrees 22 minutes 38 seconds West, along the south line of said section, a distance of 395.48 feet to the point of beginning of the tract to be described; thence North 0 degrees 37 minutes 22 seconds West a distance of 33.00 feet to the Southeast corner of a Nobles County Sight Easement as recorded in Document No. 182052; thence North 34 degrees 13 minutes 33 seconds West, along the northeast line of said sight easement, a distance of 104.74 feet to the easterly line of a Nobles County Highway Easement as recorded in Document No. 335990; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 95.56 feet; thence North 25 degrees 01 minutes 46 seconds East, along the easterly line of said highway easement, a distance of 100.13 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 100.00 feet; thence North 27 degrees 52 minutes 40 seconds East, along the easterly line of said highway easement, a distance of 100.50 feet; thence North 25 degrees 01 minutes 46 seconds East, along the easterly line of said highway easement, a distance of 100.13 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 200.00 feet; thence North 16 degrees 27 minutes 24 seconds East, along the easterly line of said highway easement, a distance of 100.50 feet; thence North 38 degrees 51 minutes 59 seconds East, along the easterly line of said highway easement, a distance of 52.20 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 179.11 feet; thence northeasterly, along the easterly line of said highway easement, along a tangential curve, concave to the northwest, having a radius of 1562.40 feet, a central angle of 4 degrees 04 minutes 55 seconds, the chord of said curve bears North 20 degrees 07 minutes 33 seconds East, a chord distance of 111.29 feet, an arc distance of 111.31 feet to the east line of said section; thence North 0 degrees 19 minutes 45 seconds West, along said east line, a distance of 1519.91 feet to the East Quarter corner of said section; thence South 89 degrees 00 minutes 31 seconds West, along the east-west quarter line of said section, a distance of 2637.81 feet to the Center of said section; thence South 0 degrees 18 minutes 39 seconds East, along the north-south quarter line of said section, a distance of 2662.26 feet to the South Quarter corner of said section; thence North 89 degrees 22 minutes 38 seconds East, along the south line of said section, a distance of 2243.05 feet the point of beginning, containing 155.29 acres, subject to easements now of record in said county and state.


**THE PETITIONER(S) FURTHER STATE:**

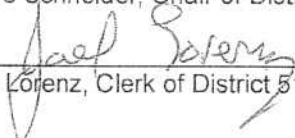
1. There is one property owner in the area proposed for annexation.

2. The one property owner has signed this petition.
3. The population of the annexation area is zero (0). There is no existing housing stock within the annexation area.
4. Said property is unincorporated, abuts on the City's boundary along the east and south property lines, and is not included within any other municipality.
5. The area of land to be annexed, 155.29 acres, is unplatted.
6. The reason for the requested annexation is that said property owner wishes to develop the subject property, which abuts the subject property and located within the City of Worthington..
7. All of the annexation area is or is about to become urban or suburban in character.
8. The area proposed for annexation is included in an area already designated for orderly annexation pursuant to M.S. 414.0325.

PETITIONER REQUESTS: That pursuant to M.S. 414.033, the property described herein be annexed to and included within the City of Worthington, Minnesota.

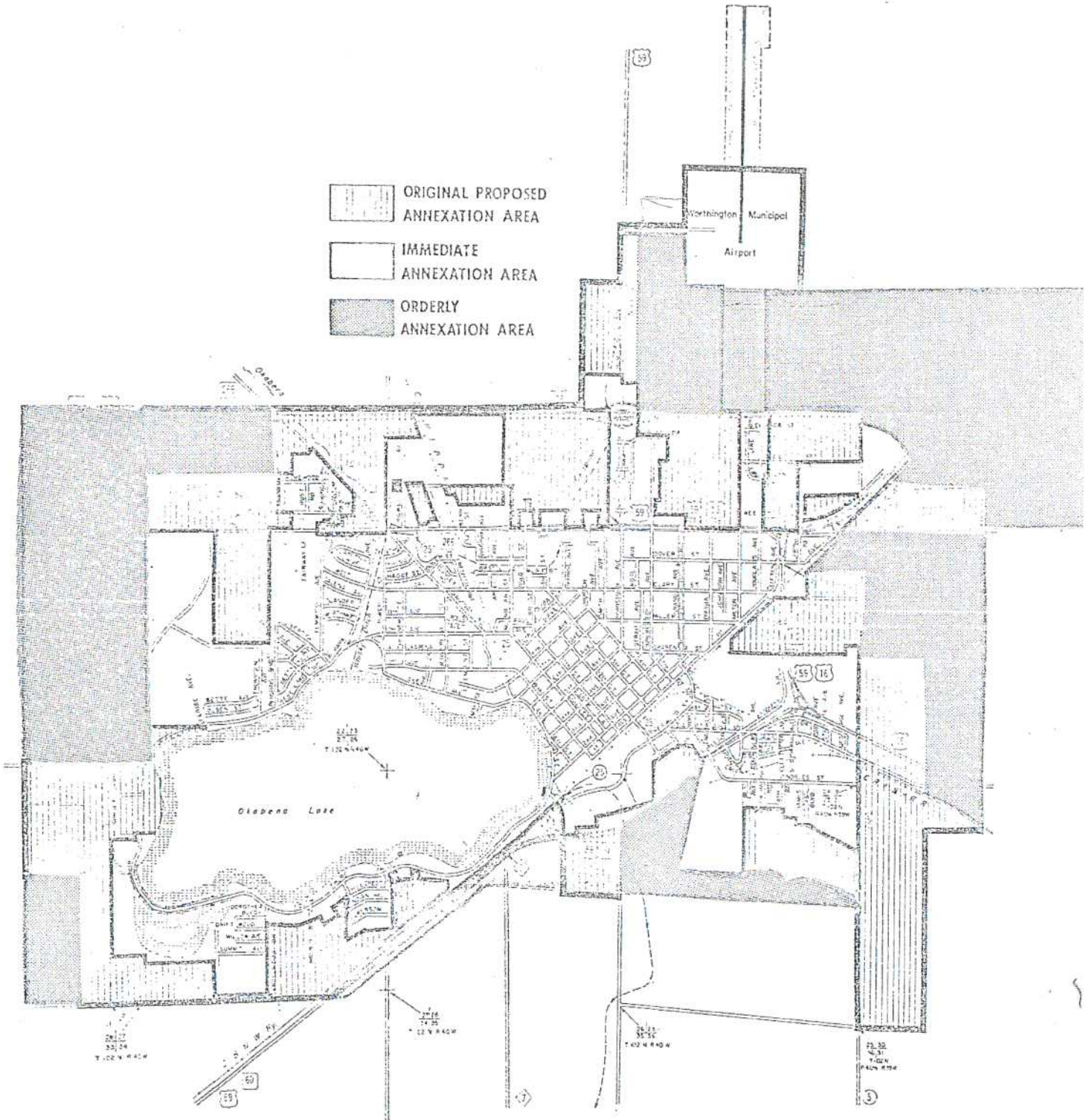
Owners

  
\_\_\_\_\_  
Steve Schneider, Chair of District 518 School Board  
Dated: 4-19-2016

  
\_\_\_\_\_  
Joel Lorenz, Clerk of District 518 School Board  
Dated: 4-19-16



# WORTHINGTON





IN THE MATTER OF THE JOINT  
RESOLUTION OF THE TOWNSHIP OF  
WORTHINGTON AND THE CITY OF  
WORTHINGTON DESIGNATING AN  
UNINCORPORATED AREA AS IN  
NEED OF ORDERLY ANNEXATION  
AND CONFERRING JURISDICTION  
OVER SAID AREA TO THE  
MINNESOTA MUNICIPAL BOARD

AMENDMENT TO THE JOINT  
RESOLUTION FOR ORDERLY  
ANNEXATION BETWEEN THE  
TOWNSHIP OF WORTHINGTON  
AND  
THE CITY OF WORTHINGTON  
ORIGINALLY ADOPTED ON  
SEPTEMBER 1, 1972, PURSUANT  
TO M.S. 414.0325

The Township of Worthington and the City of Worthington hereby jointly agree that the area designated for orderly annexation in the Joint Resolution between the Township of Worthington and the City of Worthington Designating an Area for Orderly Annexation dated September 1, 1972, be amended to include the following:

1. The Township of Worthington and the City of Worthington request immediate annexation of the following described territory to the City of Worthington:

That part of the Southeast Quarter of Section 21, Township 102 North, Range 40 West, Nobles County, Minnesota, described as follows:

Commencing at the Southeast corner of said Section 21; thence on an assumed bearing of South 89 degrees 22 minutes 38 seconds West, along the south line of said section, a distance of 395.48 feet to the point of beginning of the tract to be described; thence North 0 degrees 37 minutes 22 seconds West a distance of 33.00 feet to the Southeast corner of a Nobles County Sight Easement as recorded in Document No. 182052; thence North 34 degrees 13 minutes 33 seconds West, along the northeast line of said sight easement, a distance of 104.74 feet to the easterly line of a Nobles County Highway Easement as recorded in Document No. 335990; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 95.56 feet; thence North 25 degrees 01 minutes 46 seconds East, along the easterly line of said highway easement, a distance of 100.13 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 100.00 feet; thence North 27 degrees 52 minutes 40 seconds East, along the easterly line of said highway easement, a distance of 100.50 feet; thence North 25 degrees 01 minutes 46 seconds East, along the easterly line of said highway easement, a distance of 100.13 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 200.00 feet; thence North 16 degrees 27 minutes 24 seconds East, along the easterly line of said highway easement, a distance of 100.50 feet; thence North 38 degrees 51 minutes 59 seconds East, along the easterly line of said highway easement, a distance of 52.20 feet; thence North 22 degrees 10 minutes 02 seconds East, along the easterly line of said highway easement, a distance of 179.11 feet; thence northeasterly, along the easterly line of said highway easement, along a tangential curve, concave to the northwest, having a radius of 1562.40 feet, a central angle of 4 degrees 04 minutes 55 seconds, the chord of said curve bears North 20 degrees 07 minutes 33 seconds East, a chord distance of 111.29 feet, an arc distance of 111.31 feet to the east line of said section; thence North 0 degrees 19 minutes 45 seconds West, along said east line, a distance of 1519.91 feet to the East Quarter corner of said section; thence South 89 degrees 00 minutes 31 seconds West, along the east-west quarter line of said section, a distance of 2637.81 feet to the Center of said section; thence South 0 degrees 18 minutes 39 seconds East, along the north-south quarter line of said section, a distance of 2662.26 feet to the South

Quarter corner of said section; thence North 89 degrees 22 minutes 38 seconds East, along the south line of said section, a distance of 2243.05 feet the point of beginning, containing 155.29 acres, subject to easements now of record in said county and state.

2. Both the Town of Worthington and the City of Worthington agree that no alteration of the stated boundaries of this agreement is appropriate. Furthermore, both parties agree that no consideration by the Municipal Board is necessary. Upon receipt of this resolution, passed and adopted by each party, the Municipal Board may review and comment, but shall, within thirty (30) days, order the annexation, in accordance with the terms of this joint resolution.
3. That the Town Board of the Township of Worthington, and the City Council of the City of Worthington, upon passage and adoption of this resolution and upon the acceptance by the Municipal Board, confer jurisdiction upon the Municipal Board over the various provisions contained in this Agreement.
4. That this certain property which abuts the City of Worthington is presently urban or suburban in nature or is about to become so. Further, the City of Worthington is capable of providing services to this area within a reasonable time, and the annexation is in the best interest of the area proposed for annexation.
5. The population change with this annexation shall be 0. There is no existing housing stock within the annexation area.
6. Upon the annexation the parcel shall be zoned "R-1" - Single Family Detached Residential.
7. Pursuant to Minnesota Statute 414.036, the City of Worthington shall reimburse the Town of Worthington for all of the taxable property annexed. Reimbursement shall consist of two annual payments that will be equal to the Town's collection of real estate taxes from the subject property in 2016, which was \$532.50.

Approved by the Town of Worthington this \_\_\_\_ day of May, 2016.

Town of Worthington

BY: Scott Knigge  
Scott Knigge, Town Board Chair

BY: Maggie Blume  
Maggie Blume, Town Board Clerk

Approved by the City of Worthington this \_\_\_\_\_ day of May, 2016.

(SEAL)

City of Worthington

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

ATTEST:

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

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS EQUIPMENT INC.	6/03/16	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	73.17
	6/03/16	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	73.17
		TOTAL:			146.34
ASSET RESOURCES INC	6/03/16	ACCOUNT COLLECTION FEE	ELECTRIC	ACCTS-UNCOLLECTIBLE	75.19
		TOTAL:			75.19
BLUE JAY BOOSTER CLUB	6/03/16	2016-17 BOOSTER CLUB ADVER	ELECTRIC	ACCTS-INFO & INSTR ADV	300.00
		TOTAL:			300.00
BLUE LINE TRAVEL CENTER	6/03/16	CUSTOM REBATE-24 HR LED SI	ELECTRIC	CUSTOMER INSTALL EXPEN	3,720.90
		TOTAL:			3,720.90
DAKOTA SUPPLY GROUP INC	6/03/16	FILTER PLANT LED LIGHTING	WATER	M-PURIFY STRUCTURES	4,197.00
		TOTAL:			4,197.00
ELSING SHAWN	6/03/16	REIMBURSE MSANI-CANAM	GENERAL FUND	POLICE ADMINISTRATION	22.00
		TOTAL:			22.00
FERGUSON ENTERPRISES INC #226	6/03/16	4" TO 3" PIPE FITTINGS	ELECTRIC	M-DISTR UNDERGRND LINE	6.98
		TOTAL:			6.98
GRIMMIUS NATHAN	6/03/16	REIMBURSE CAN-AM	GENERAL FUND	POLICE ADMINISTRATION	20.00
	6/03/16	REIMBURSE CAN-AM	GENERAL FUND	POLICE ADMINISTRATION	22.00
		TOTAL:			42.00
HACH COMPANY	6/03/16	LAB CHEMICALS	WATER	O-PURIFY MISC	161.79
		TOTAL:			161.79
HD SUPPLY WATERWORKS LTD	6/03/16	WATER SERVICE TAPPING SUPP	WATER	O-DIST UNDERGRND LINES	887.55
		TOTAL:			887.55
INFRARED SERVICES	6/03/16	INFRARED INSPECT/ANALYSIS	ELECTRIC	CUSTOMER INSTALL EXPEN	1,333.50
		TOTAL:			1,333.50
JOSWIAK JOE	6/03/16	REIMBURSE CAN-AM	GENERAL FUND	POLICE ADMINISTRATION	22.00
		TOTAL:			22.00
KM GRAPHICS	6/03/16	2015 CONSUMER CONFIDENCE R	WATER	O-DISTR METERS	816.25
		TOTAL:			816.25
KOLANDER BRIAN	6/03/16	REIMBURSE	GENERAL FUND	ACCOUNTING	232.76
		TOTAL:			232.76
LAMPERTS YARDS INC-2602004	6/03/16	CEILING TILE SUPPORT	RECREATION	GOLF COURSE-GREEN	26.86
	6/03/16	DOWNSPOUTS ON CLUBHOUSE	RECREATION	GOLF COURSE-GREEN	84.23
	6/03/16	GUTTER BRACKET	RECREATION	GOLF COURSE-GREEN	51.00
	6/03/16	DOWNSPOUT ENDS	RECREATION	GOLF COURSE-GREEN	7.54
	6/03/16	SURVEY STAKES	RECREATION	PARK AREAS	14.00
	6/03/16	CENTENNIAL BEACH HC POST	RECREATION	PARK AREAS	13.64
		TOTAL:			197.27
LAW ENFORCEMENT LABOR SERVICES INC #27	6/03/16	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	245.00
		TOTAL:			245.00
LINCOLN-PIPESTONE RURAL WATER SYSTEM	6/03/16	MAY 2016 WATER PURCHASES-E	WATER	O-SOURCE MISC	40,034.88



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/03/16	MAY 2016 WATER PURCHASES-W	WATER	O-SOURCE MISC	43,329.60
				TOTAL:	83,364.48
LOCATORS & SUPPLIES INC	6/03/16	HI-VIS SHIRT	ELECTRIC	O-DISTR MISC	80.40
	6/03/16	WORK GLOVES	ELECTRIC	O-DISTR MISC	109.50
	6/03/16	HI-VIS SHIRT	ELECTRIC	O-DISTR MISC	44.44
				TOTAL:	234.34
LOWES SHEET METAL INC	6/03/16	QUALITY INSTALL CONTRACTOR	ELECTRIC	CUSTOMER INSTALL EXPEN	500.00
				TOTAL:	500.00
MISCELLANEOUS V ADRIAN NATHAN	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	55.92
ADRIAN NATHAN	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
BUFFALO KASSIDY A	6/03/16	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	34.61
BUFFALO KASSIDY A	6/03/16	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.09
BUFFALO KASSIDY A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
BUFFALO KASSIDY A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.19
CARLSON ELIZABETH A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	75.33
CARLSON ELIZABETH A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.19
DOLLIVER TODD	6/03/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	350.00
JUAREZ PEREZ DOMINGO	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	4.83
JUAREZ PEREZ DOMINGO	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
MADRIGAL JOSE	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	72.14
MADRIGAL JOSE	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.25
MRLA CARI A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	52.93
MRLA CARI A	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.19
OLSON BRITTANY L	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	84.36
OLSON BRITTANY L	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
PENNINGTON DEANDRE L	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	85.00
PENNINGTON DEANDRE L	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.24
VOSS PHYLLIS E	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	59.91
VOSS PHYLLIS E	6/03/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
				TOTAL:	971.98
MN CHILD SUPPORT PAYMENT CTR	6/03/16	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	466.54
				TOTAL:	466.54
MTI DISTRIBUTING INC	6/03/16	MANIFOLD GASKET	RECREATION	GOLF COURSE-GREEN	11.70
				TOTAL:	11.70
JODI MULDER	6/03/16	REIMBURSE 911 DISPATCHER T	GENERAL FUND	SECURITY CENTER	11.34
	6/03/16	REIMBURSE 911 DISPATCHER T	GENERAL FUND	SECURITY CENTER	11.33
	6/03/16	REIMBURSE 911 DISPATCHER T	GENERAL FUND	SECURITY CENTER	58.50
	6/03/16	REIMBURSE 911 DISPATCHER T	GENERAL FUND	SECURITY CENTER	58.50
	6/03/16	REIMBURSE 911 DISPATCH TRA	GENERAL FUND	SECURITY CENTER	58.50
	6/03/16	REIMBURSE 911 DISPATCH TRA	GENERAL FUND	SECURITY CENTER	58.50
				TOTAL:	256.67
RUNNINGS SUPPLY INC-ACCT#9502440	6/03/16	SAMPLING SHIPPING	WATER	O-PURIFY MISC	16.05
	6/03/16	LIGHTING SUPPLIES	WATER	M-PURIFY STRUCTURES	17.30
	6/03/16	LIGHTING SUPPLIES RETURNED	WATER	M-PURIFY STRUCTURES	0.40
	6/03/16	GRASS SEED	ELECTRIC	M-DISTR UNDERGRND LINE	117.98
				TOTAL:	150.93
SANFORD WORTHINGTON MEDICAL CENTER	6/03/16	VFD AND PUMP REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	400.00
				TOTAL:	400.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHOOL DISTRICT #518	6/03/16	NEW CONSTRUCTION LIGHTING	ELECTRIC	CUSTOMER INSTALL EXPEN	740.00
	6/03/16	LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	1,849.00
		TOTAL:			2,589.00
SIMPLEXGRINNELL	6/03/16	BAC FIRE ALARM INSPECTION	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	857.11
		TOTAL:			857.11
UNITED PARCEL SERVICE	6/03/16	INTERNET SHIPPING	ELECTRIC	O-DISTR MISC	35.97
		TOTAL:			35.97
VANTAGEPOINT TRANSFER AGENTS-457	6/03/16	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	62.00
		TOTAL:			62.00
VERIZON WIRELESS	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.31
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	ADMINISTRATION	58.93
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.64
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.33
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	POLICE ADMINISTRATION	654.65
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	82.08
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	82.08
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	202.46
	6/03/16	MONTHLY WIRELESS SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.75
	6/03/16	MONTHLY WIRELESS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.31
	6/03/16	MONTHLY WIRELESS SERVICE	RECREATION	PARK AREAS	36.31
	6/03/16	MONTHLY WIRELESS SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.31
		TOTAL:			1,366.16
WESCO RECEIVABLES CORP	6/03/16	TERMINATOR KIET-15KV CABLE	ELECTRIC	FA DISTR UNDRGRND COND	767.19
		TOTAL:			767.19
WHS TROJAN ATHLETICS	6/03/16	ADVERTISING-2016-17 ATHLET	ELECTRIC	ACCTS-INFO & INSTR ADV	450.00
		TOTAL:			450.00

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===== FUND TOTALS =====
101 GENERAL FUND                2,762.54
202 MEMORIAL AUDITORIUM          31.31
229 RECREATION                   276.59
231 ECONOMIC DEV AUTHORITY        857.11
601 WATER                       89,494.72
604 ELECTRIC                     11,468.33
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GRAND TOTAL:                    104,890.60
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ACLARA TECHNOLOGIES LLC	6/10/16	TNS SUPPORT	ELECTRIC	CUSTOMER INSTALL EXPEN	4,985.00
	6/10/16	METER OVERAGE	ELECTRIC	CUSTOMER INSTALL EXPEN	137.50
	6/10/16	TNS SUPPORT	ELECTRIC	ACCTS-METER READING	4,985.00
	6/10/16	METER OVERAGE	ELECTRIC	ACCTS-METER READING	137.50
				TOTAL:	10,245.00
ALL FLAGS LLC	6/10/16	FLAGS	GENERAL FUND	OTHER GEN GOVT MISC	59.82
				TOTAL:	59.82
AMERICAN BOTTLING COMPANY	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	156.92
				TOTAL:	156.92
AMERICAN ENGINEERING TESTING INC	6/10/16	GEOTECHNICAL WATER RETENTI	GENERAL FUND	CLEAN WATER PARTNER	5,230.00
				TOTAL:	5,230.00
ARCTIC GLACIER USA INC	6/10/16	ICE	LIQUOR	NON-DEPARTMENTAL	322.86
	6/10/16	ICE	LIQUOR	NON-DEPARTMENTAL	247.95
	6/10/16	ICE	LIQUOR	NON-DEPARTMENTAL	135.57
				TOTAL:	706.38
ARNOLD MOTOR SUPPLY	6/10/16	SPARK PLUGS FOR WORKMAN	RECREATION	GOLF COURSE-GREEN	4.46
	6/10/16	OXYGEN, ACETYLENE	RECREATION	GOLF COURSE-GREEN	53.90
	6/10/16	OIL	ELECTRIC	O-DISTR UNDERGRND LINE	32.37
	6/10/16	LAMP UNIT #100	ELECTRIC	O-DISTR UNDERGRND LINE	9.80
				TOTAL:	100.53
ARTISAN BEER COMPANY	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	250.85
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	292.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	274.00
				TOTAL:	816.85
ASSET RESOURCES INC	6/10/16	ACCOUNT COLLECTION FEE	ELECTRIC	ACCTS-UNCOLLECTIBLE	113.31
				TOTAL:	113.31
AVERA MCKENNAN	6/10/16	PRE-EMPLOYMENT PSYCHOLOGIC	GENERAL FUND	POLICE ADMINISTRATION	223.00
				TOTAL:	223.00
B&B TECHNOLOGIES INC	6/10/16	SPRAYER PARTS	RECREATION	GOLF COURSE-GREEN	58.88
				TOTAL:	58.88
BAHRS SMALL ENGINE	6/10/16	SAW CHAINS	RECREATION	OLSON PARK CAMPGROUND	23.37
	6/10/16	SAW CHAINS	RECREATION	OLSON PARK CAMPGROUND	40.00
				TOTAL:	63.37
BCA CRIMINAL JUSTICE TRAINING & EDUCAT	6/10/16	STRESS, TRAUMA & BURNOUT-W	GENERAL FUND	POLICE ADMINISTRATION	240.00
	6/10/16	STRESS, TRAUMA & BURNOUT-G	GENERAL FUND	POLICE ADMINISTRATION	240.00
				TOTAL:	480.00
BELLBOY CORP	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	140.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	80.00
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,348.00
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	378.88
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	14.16
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	5.76
				TOTAL:	1,526.80

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BEVERAGE WHOLESALERS INC	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	6,837.06
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	7,806.10
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	7,679.60
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	7,746.20
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	1,300.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	6,488.91
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	4,776.77
				TOTAL:	42,634.64
BHS MARKETING LLC	6/10/16	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	7,435.08
				TOTAL:	7,435.08
BOLTON & MENK INC	6/10/16	SAN SEWER EXT, PHASE 2 UTL	IMPROVEMENT CONST	BIOSCIENCE DR EXT '16/	9,742.17
	6/10/16	N INDUSTRIAL PARK 2015	IMPROVEMENT CONST	DESIGN & PLAT 59 N.C.I	3,829.50
	6/10/16	SAN SEWER EXT, PHASE 2 UTL	IMPROVEMENT CONST	16 BIOSCIENCE DR ST WT	13,209.73
	6/10/16	SAN SEWER EXT, PHASE 2 UTL	IMPROVEMENT CONST	16 BIOSCIENCE DR WTR E	2,542.87
	6/10/16	SAN SEWER EXT, PHASE 2 UTL	IMPROVEMENT CONST	16 BIOSCIENCE DR SWR E	4,557.73
	6/10/16	CLOMR APPLICATION	STORM WATER MANAGE	PROJECT #18	3,943.00
	6/10/16	TAXIWAY C CRACK REPAIR/SEA	AIRPORT	PROJECT #2	3,110.00
	6/10/16	TAXIWAY C EXTNS-CONST ADMI	AIRPORT	PROJECT #12	873.25
				TOTAL:	41,808.25
BORDER STATES ELECTRIC SUPPLY	6/10/16	MARKING PAINT	IMPROVEMENT CONST	OVERLAY PROGRAM	5.80
	6/10/16	MARKING PAINT	WATER	PROJECT #15	17.40
	6/10/16	MARKING PAINT	WATER	PROJECT #19	5.80
	6/10/16	MARKING PAINT	STORM WATER MANAGE	PROJECT #4	5.80
				TOTAL:	34.80
ANDREW M BRAUN	6/10/16	MOWING 5/4-5/16/16	GENERAL FUND	CODE ENFORCEMENT	395.00
	6/10/16	MOWING 5/18/16	GENERAL FUND	CODE ENFORCEMENT	105.00
				TOTAL:	500.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	30.80
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,376.05
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	82.95
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	314.90
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,131.46
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	26.71
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	424.00
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	16.65
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.93
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	16.79
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	9.90
				TOTAL:	4,017.79



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BUFFALO RIDGE CONCRETE INC	6/10/16	PICKLE BALL COURT CONCRETE	RECREATION	PARK AREAS	11,098.50
				TOTAL:	11,098.50
MICHAEL BURNS	6/10/16	KEYS	RECREATION	PARK AREAS	8.25
				TOTAL:	8.25
CARLOS CREEK WINERY	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	552.00
				TOTAL:	552.00
CARLSON & STEWART REFRIGERATION	6/10/16	REPLACED FAN MOTOR-EVAPORA	LIQUOR	O-GEN MISC	388.57
	6/10/16	MULTI-DECK CASE, NIGHT CUR	LIQUOR	FA MISC	13,540.00
				TOTAL:	13,928.57
CHAMBER OF COMMERCE	6/10/16	LODGING TAX-APRIL	TOURISM PROMOTION	LODGING TAX/TOURISM	9,984.12
				TOTAL:	9,984.12
COCA-COLA ENTERPRISES-MIDWEST DIVISION	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	9.60
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	557.68
				TOTAL:	548.08
COMMISSIONER OF TRANSPORTATION	6/10/16	HANGAR LOAN PAYMENT #2	AIRPORT	NON-DEPARTMENTAL	920.00
				TOTAL:	920.00
COOPERATIVE ENERGY CO- ACCT # 5910807	6/10/16	SUPERLUBE TMS 15W40	GENERAL FUND	PAVED STREETS	33.13
	6/10/16	MOWER GAS	GENERAL FUND	PAVED STREETS	6.16
	6/10/16	SMALL ENGINE GAS	RECREATION	PARK AREAS	7.09
	6/10/16	WEEDEATER GAS	RECREATION	PARK AREAS	7.08
	6/10/16	WEEDEATER GAS	RECREATION	PARK AREAS	7.08
				TOTAL:	60.54
CROP PRODUCTION SERVICES INC	6/10/16	WEED CHEMICALS	GENERAL FUND	PAVED STREETS	517.50
	6/10/16	WEED CHEMICALS	RECREATION	PARK AREAS	2,350.63
	6/10/16	WEED CHEMICALS	RECREATION	OLSON PARK CAMPGROUND	715.00
	6/10/16	WEED CHEMICALS	STORM WATER MANAGE	STORM DRAINAGE	357.50
				TOTAL:	3,940.63
CULLIGAN WATER COND CO	6/10/16	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	147.00
	6/10/16	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	6/10/16	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	6/10/16	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	6/10/16	MONTHLY SERVICE	WATER	O-DISTR MISC	23.00
	6/10/16	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	6/10/16	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	43.83
	6/10/16	SALT	LIQUOR	O-GEN MISC	13.44
				TOTAL:	305.77
DACOTAH PAPER CO	6/10/16	BAGS, SUPPLIES	LIQUOR	O-GEN MISC	369.57
				TOTAL:	369.57
DAILY GLOBE	6/10/16	ORDINANCES	GENERAL FUND	CLERK'S OFFICE	1,546.90
	6/10/16	TAX ABATEMENT-SCHWEBACK CO	GENERAL FUND	ECONOMIC DEVELOPMENT	93.00
	6/10/16	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	99.20
	6/10/16	TAX ABATEMENT-DAVIS	GENERAL FUND	ECONOMIC DEVELOPMENT	86.80
	6/10/16	ARMED FORCES AD	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	45.00
	6/10/16	PUBLIC HEARING-IMPROVEMENT	IMPROVEMENT CONST	BIOSCIENCE DR EXT '16/	41.85
	6/10/16	PUBLIC HEARING-IMPROVEMENT	IMPROVEMENT CONST	16 BIOSCIENCE DR ST WT	41.85

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/10/16	PUBLIC HEARING-IMPROVEMENT	IMPROVEMENT CONST	16 BIOSCIENCE DR WTR E	41.85
	6/10/16	PUBLIC HEARING-IMPROVEMENT	IMPROVEMENT CONST	16 BIOSCIENCE DR SWR E	41.85
	6/10/16	PUBLIC HEARING STORM WATER	STORM WATER MANAGE	STORM DRAINAGE	74.40
	6/10/16	BUMPER STICKER ADS	LIQUOR	O-GEN MISC	300.00
	6/10/16	COUPON BOOK	LIQUOR	O-GEN MISC	109.00
	6/10/16	MEMORIAL DAY ADS	LIQUOR	O-GEN MISC	656.00
	6/10/16	TAXIWAY C CRACK REPAIR, RE	AIRPORT	PROJECT #2	279.00
				TOTAL:	3,456.70
DANS ELECTRIC INC	6/10/16	OLSON PARK REST ROOMS	RECREATION	OLSON PARK CAMPGROUND	322.24
	6/10/16	OLSON PARK REST ROOMS	RECREATION	OLSON PARK CAMPGROUND	120.00
	6/10/16	OLSON WIFI	RECREATION	OLSON PARK CAMPGROUND	323.71
	6/10/16	OLSON WIFI	RECREATION	OLSON PARK CAMPGROUND	366.00
	6/10/16	NEW COOLER, CASE, FANS	LIQUOR	FA MISC	2,077.25
				TOTAL:	3,209.20
DEPARTMENT OF LABOR AND INDUSTRY	6/10/16	1ST QTR 2016 BLDG PERMIT S	GENERAL FUND	NON-DEPARTMENTAL	327.86
				TOTAL:	327.86
DIAMOND VOGEL PAINT	6/10/16	STRAINER	GENERAL FUND	SIGNS AND SIGNALS	14.76
				TOTAL:	14.76
DITCH WITCH OF SD INC	6/10/16	NEW HEAD FOR PUSHER	ELECTRIC	O-DISTR UNDERGRND LINE	1,680.25
				TOTAL:	1,680.25
DOLL DISTRIBUTING LLC	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	29.25
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	294.15
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	2,632.50
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	2,168.20
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	59.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	317.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	615.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	759.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	11,825.90
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	40.50
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	795.60
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	702.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	81.50
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	1,538.70
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	45.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	2,377.60
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	212.40
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	10.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	1,260.00
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	8,020.18
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	8,309.70
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	122.00
	6/10/16	TAPPER	LIQUOR	O-GEN MISC	90.00
	6/10/16	COLD PLATE	LIQUOR	O-GEN MISC	175.00
	6/10/16	SUPPLIES	LIQUOR	O-GEN MISC	175.00
				TOTAL:	39,483.98
DUININCK INC	6/10/16	OLSON PARK GRAVEL RDS	RECREATION	OLSON PARK CAMPGROUND	1,891.26
	6/10/16	#1 DOVER ST SANITARY MANHO	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,084.10
	6/10/16	#1 DOVER ST SANITARY MANHO	MUNICIPAL WASTEWAT	PROJECT #14	21,682.00
				TOTAL:	22,489.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ECHO GROUP INC	6/10/16	RESTROOM LIGHT BULBS	RECREATION	PARK AREAS	42.40
	6/10/16	RESTROOM LIGHT BULBS	RECREATION	PARK AREAS	37.10
	6/10/16	BULBS	RECREATION	PARK AREAS	15.90
	6/10/16	LIGHTING SUPPLIES-WATER PL	WATER	M-PURIFY STRUCTURES	62.88
	6/10/16	LIGHTING SUPPLIES-WATER PL	WATER	M-PURIFY STRUCTURES	13.08
	6/10/16	LIGHTING SUPPLIES-WATER PL	WATER	M-PURIFY STRUCTURES	246.63
	6/10/16	ELBOW-DIGESTER HEAT EXCHAN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2.36
	6/10/16	PVC FOR PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	29.65
				TOTAL:	450.00
FASTENAL COMPANY	6/10/16	SUPPLIES	GENERAL FUND	PAVED STREETS	21.08
	6/10/16	SAFETY GLASSES	RECREATION	PARK AREAS	47.69
				TOTAL:	68.77
FEDEX	6/10/16	EO TECH REFUND PROCESS	GENERAL FUND	POLICE ADMINISTRATION	14.10
				TOTAL:	14.10
FERGUSON ENTERPRISES INC #226	6/10/16	2" MALE ADAPTER	RECREATION	GOLF COURSE-GREEN	1.53
	6/10/16	OLSON SHOWER VALVES	RECREATION	OLSON PARK CAMPGROUND	380.63
				TOTAL:	382.16
FIFE WATER SERVICES INC	6/10/16	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,996.80
				TOTAL:	9,996.80
GOPHER STATE ONE CALL INC	6/10/16	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	58.39
	6/10/16	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	58.38
	6/10/16	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	116.78
				TOTAL:	233.55
GRAHAM TIRE OF WORTHINGTON INC	6/10/16	OIL CHANGE #13-32	GENERAL FUND	POLICE ADMINISTRATION	11.79
	6/10/16	OIL CHANGE #13-32	GENERAL FUND	POLICE ADMINISTRATION	11.00
	6/10/16	OIL CHANGE, TIRES ON 14-35	GENERAL FUND	POLICE ADMINISTRATION	624.19
	6/10/16	OIL CHANGE, TIRES ON 14-35	GENERAL FUND	POLICE ADMINISTRATION	43.00
	6/10/16	4 WHEEL ALIGNMENT, BRAKE C	GENERAL FUND	POLICE ADMINISTRATION	79.95
	6/10/16	OIL CHANGE, SNSOR REPAIR 1	GENERAL FUND	POLICE ADMINISTRATION	107.79
	6/10/16	OIL CHANGE, SNSOR REPAIR 1	GENERAL FUND	POLICE ADMINISTRATION	172.95
	6/10/16	OIL CHANGE #42	GENERAL FUND	POLICE ADMINISTRATION	15.29
	6/10/16	OIL CHANGE #42	GENERAL FUND	POLICE ADMINISTRATION	11.00
	6/10/16	ERU VEHICLE OIL CHANGE, RA	GENERAL FUND	SECURITY CENTER	174.65
	6/10/16	ERU VEHICLE OIL CHANGE, RA	GENERAL FUND	SECURITY CENTER	63.00
	6/10/16	ERU VEHICLE OIL CHANGE, RA	GENERAL FUND	SECURITY CENTER	237.64
	6/10/16	TIRE REPAIR	RECREATION	PARK AREAS	3.00
	6/10/16	TIRE REPAIR	RECREATION	PARK AREAS	14.00
	6/10/16	TIRE REPAIR, TRANSPORT	RECREATION	PARK AREAS	14.00
	6/10/16	TIRE REPAIR, TRANSPORT	RECREATION	PARK AREAS	21.98
				TOTAL:	1,605.23
RODNEY D HARVEY	6/10/16	PAINT EAGLES	GENERAL FUND	MISC SPECIAL DAYS/EVEN	100.00
				TOTAL:	100.00
HAWKINS INC	6/10/16	RETURN CREDIT	WATER	O-PURIFY	1,299.85
	6/10/16	2 TONS CHLORINE	WATER	O-PURIFY	1,295.00
	6/10/16	1 TON CHLORINE	WATER	O-PURIFY	657.00
				TOTAL:	652.15
HD SUPPLY WATERWORKS LTD	6/10/16	WARNING PLATES	GENERAL FUND	PAVED STREETS	1,809.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	1,809.00
HENNING CONSULTING	6/10/16	DHS GRANT-EQUIPMENT MAINT	GENERAL FUND	CENTER FOR ACTIVE LIVI	507.50
				TOTAL:	507.50
HOPE HAVEN INC	6/10/16	48" PAINTED LATH	GENERAL FUND	ENGINEERING ADMIN	24.90
				TOTAL:	24.90
HY-VEE INC-61609 (UTILITIES)	6/10/16	WATER, PAPER TOWELS,	WATER	ADMIN OFFICE SUPPLIES	7.46
	6/10/16	ZIPLOC BAGS-FECAL COLIFORM	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	39.16
	6/10/16	WATER, PAPER TOWELS,	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	7.45
	6/10/16	WATER, PAPER TOWELS,	ELECTRIC	ADMIN OFFICE SUPPLIES	14.92
				TOTAL:	68.99
JANITOR'S CLOSET LTD	6/10/16	OLSON RESTROOM SUPPLIES	RECREATION	OLSON PARK CAMPGROUND	301.55
				TOTAL:	301.55
JAYCOX IMPLEMENT INC	6/10/16	OIL	AIRPORT	O-GEN MISC	35.50
	6/10/16	OIL FILTERS	AIRPORT	O-GEN MISC	10.29
				TOTAL:	45.79
JERRY'S AUTO SUPPLY	6/10/16	POT HOLE PATCHER BATTERY,	GENERAL FUND	PAVED STREETS	145.17
	6/10/16	LAMP	GENERAL FUND	PAVED STREETS	0.63
	6/10/16	1" CROW FOOT WRENCH	RECREATION	GOLF COURSE-GREEN	16.49
	6/10/16	AIR FILTER TORO	RECREATION	PARK AREAS	26.75
	6/10/16	FLOOR DRY	RECREATION	PARK AREAS	82.90
				TOTAL:	271.94
JOHNSON BROTHERS LIQUOR CO	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	977.00
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	290.00
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	82.75
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,042.85
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	1,793.29
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	150.95
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	135.00
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,254.44
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	1,664.99
	6/10/16	BEER	LIQUOR	NON-DEPARTMENTAL	131.94
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	19.86
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	455.00
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,041.72
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	1,484.37
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	82.70
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	15.99
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	4.98
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	4.98
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.66
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	64.74
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	66.40
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	141.10
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	68.06
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	0.64
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	15.36
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	76.35
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	58.09
				TOTAL:	26,093.23



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KARLS CARQUEST AUTO PARTS INC	6/10/16	K9 DOOR OPENER PART	GENERAL FUND	POLICE ADMINISTRATION	35.90
				TOTAL:	35.90
KM GRAPHICS	6/10/16	FORMS	GENERAL FUND	POLICE ADMINISTRATION	430.00
	6/10/16	FLUORESCENT ORANGE FORMS	GENERAL FUND	CODE ENFORCEMENT	169.00
	6/10/16	STORM WATER PUBLIC EDUCATI	STORM WATER MANAGE	STORM DRAINAGE	545.36
				TOTAL:	1,144.36
KRULL NANCY	6/10/16	SHOULDER PATCHES	GENERAL FUND	FIRE ADMINISTRATION	80.00
				TOTAL:	80.00
KULLY SUPPLY INC	6/10/16	OLSON HC BARS	RECREATION	OLSON PARK CAMPGROUND	298.30
				TOTAL:	298.30
KUSTOM THREADZ EMBROIDERY	6/10/16	SHIRTS, APRONS, EMBROIDERY LIQUOR		O-GEN MISC	938.97
				TOTAL:	938.97
LAMPERTS YARDS INC-2600013	6/10/16	CEMENT FORM BOARDS	ELECTRIC	M-DISTR UNDERGRND LINE	20.26
				TOTAL:	20.26
LAMPERTS YARDS INC-2602004	6/10/16	LOCK	GENERAL FUND	PAVED STREETS	19.99
	6/10/16	1X4 PINE	GENERAL FUND	PAVED STREETS	5.45
	6/10/16	TAPE RULE	GENERAL FUND	PAVED STREETS	14.49
				TOTAL:	39.93
LARSON CRANE SERVICE INC	6/10/16	#1 MURRAY AVE SAN SEWER PI	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,450.86-
	6/10/16	#1 MURRAY AVE SAN SEWER PI	MUNICIPAL WASTEWAT	PROJECT #14	29,017.10
	6/10/16	#1 2016 STORM SEWER IMPROV	STORM WATER MANAGE	NON-DEPARTMENTAL	2,409.53-
	6/10/16	#1 2016 STORM SEWER IMPROV	STORM WATER MANAGE	PROJECT #4	48,190.50
				TOTAL:	73,347.21
LAWN GATORS INC	6/10/16	BAC MOWING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	450.00
				TOTAL:	450.00
LEAGUE OF MN CITIES INSURANCE TRUST	6/10/16	WORK COMP	GENERAL FUND	MAYOR AND COUNCIL	10.50
	6/10/16	WORK COMP	GENERAL FUND	ADMINISTRATION	152.75
	6/10/16	WORK COMP	GENERAL FUND	ELECTIONS	6.50
	6/10/16	WORK COMP	GENERAL FUND	CLERK'S OFFICE	202.25
	6/10/16	WORK COMP	GENERAL FUND	ACCOUNTING	207.70
	6/10/16	WORK COMP	GENERAL FUND	ENGINEERING ADMIN	340.50
	6/10/16	WORK COMP	GENERAL FUND	ECONOMIC DEVELOPMENT	330.00
	6/10/16	WORK COMP	GENERAL FUND	GENERAL GOVT BUILDINGS	14.75
	6/10/16	WORK COMP	GENERAL FUND	POLICE ADMINISTRATION	14,928.51
	6/10/16	WORK COMP	GENERAL FUND	REGULATE LAWFUL GAMBLE	90.00
	6/10/16	WORK COMP	GENERAL FUND	SECURITY CENTER	378.88
	6/10/16	WORK COMP	GENERAL FUND	SECURITY CENTER	378.88
	6/10/16	WORK COMP	GENERAL FUND	FIRE ADMINISTRATION	5,909.50
	6/10/16	WORK COMP	GENERAL FUND	ANIMAL CONTROL ENFORCE	100.75
	6/10/16	WORK COMP	GENERAL FUND	PAVED STREETS	3,288.00
	6/10/16	WORK COMP	GENERAL FUND	PUBLIC WORK SHOP	345.50
	6/10/16	WORK COMP	GENERAL FUND	ICE AND SNOW REMOVAL	1,030.00
	6/10/16	WORK COMP	GENERAL FUND	SIGNS AND SIGNALS	142.00
	6/10/16	WORK COMP	GENERAL FUND	TRASH PICKUP	160.00
	6/10/16	WORK COMP	GENERAL FUND	CODE ENFORCEMENT	57.25
	6/10/16	WORK COMP	GENERAL FUND	LAKE IMPROVEMENT	47.25
	6/10/16	WORK COMP	GENERAL FUND	MISC SPECIAL DAYS/EVEN	8.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/10/16	WORK COMP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	41.50
	6/10/16	WORK COMP	RECREATION	GOLF COURSE-GREEN	656.00
	6/10/16	WORK COMP	RECREATION	PARK AREAS	2,355.75
	6/10/16	WORK COMP	RECREATION	OLSON PARK CAMPGROUND	318.75
	6/10/16	WORK COMP	RECREATION	TREE REMOVAL	1,670.50
	6/10/16	WORK COMP	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	47.25
	6/10/16	WORK COMP	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	30.75
	6/10/16	WORK COMP	IMPROVEMENT CONST	OTHER MISC PROJECTS	698.75
	6/10/16	WORK COMP	WATER	INJURIES AND DAMAGES	2,797.00
	6/10/16	WORK COMP	MUNICIPAL WASTEWAT	INJURIES AND DAMAGES	3,903.00
	6/10/16	WORK COMP	ELECTRIC	INJURIES & DAMAGES	3,244.25
	6/10/16	WORK COMP	STORM WATER MANAGE	STORM DRAINAGE	446.75
	6/10/16	WORK COMP	STORM WATER MANAGE	STREET CLEANING	848.25
	6/10/16	WORK COMP	LIQUOR	O-GEN MISC	2,024.25
	6/10/16	WORK COMP	AIRPORT	O-GEN MISC	504.75
	6/10/16	WORK COMP	DATA PROCESSING	DATA PROCESSING	212.78
				TOTAL:	47,929.75
LOCATORS & SUPPLIES INC	6/10/16	HI VIS VESTS, HARD HATS	GENERAL FUND	ENGINEERING ADMIN	53.58
	6/10/16	SAFTEY GLASSES & EQUIPMENT	MUNICIPAL WASTEWAT	O-PURIFY MISC	129.86
	6/10/16	MARKING FLAGS	ELECTRIC	O-DISTR MISC	97.38
				TOTAL:	280.82
LOGO MARK UC	6/10/16	WINE OPENERS	LIQUOR	NON-DEPARTMENTAL	192.50
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	15.72
	6/10/16	WINE OPENERS	LIQUOR	O-GEN MISC	100.00
				TOTAL:	308.22
MAILFINANCE INC	6/10/16	POSTAGE MACHINE LEASE	DATA PROCESSING	COPIER/FAX	373.66
				TOTAL:	373.66
MALTERS SHEPHERD & VON HOLTUM	6/10/16	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	365.50
	6/10/16	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	51.00
	6/10/16	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	127.50
	6/10/16	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	127.50
	6/10/16	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	340.00
				TOTAL:	1,011.50
MARCO	6/10/16	SERVICE/SUPPLY-PRINTERS	WATER	ACCTS-RECORDS & COLLEC	74.65
	6/10/16	SERVICE/SUPPLY-SHARP MX500	WATER	ACCTS-RECORDS & COLLEC	35.55
	6/10/16	SERVICE/SUPPLY-PRINTERS	WATER	ACCTS-RECORDS & COLLEC	74.65
	6/10/16	SERVICE/SUPPLY-PRINTERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	74.64
	6/10/16	SERVICE/SUPPLY-SHARP MX500	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	35.54
	6/10/16	SERVICE/SUPPLY-PRINTERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	74.64
	6/10/16	SERVICE/SUPPLY-PRINTERS	ELECTRIC	ACCTS-RECORDS & COLLEC	149.30
	6/10/16	SERVICE/SUPPLY-SHARP MX500	ELECTRIC	ACCTS-RECORDS & COLLEC	71.10
	6/10/16	SERVICE/SUPPLY-PRINTERS	ELECTRIC	ACCTS-RECORDS & COLLEC	149.30
				TOTAL:	739.37
MARTHALER CHEVROLET OF WORTHINGTON	6/10/16	OIL CHANGE #39	GENERAL FUND	POLICE ADMINISTRATION	9.86
	6/10/16	OIL CHANGE #39	GENERAL FUND	POLICE ADMINISTRATION	5.03
				TOTAL:	14.89
MARTHALER FORD OF WORTHINGTON	6/10/16	REPAIR SEATBELT #13-30	GENERAL FUND	POLICE ADMINISTRATION	111.18
	6/10/16	REPAIR SEATBELT #13-30	GENERAL FUND	POLICE ADMINISTRATION	165.00
	6/10/16	OIL CHANGE #15-24	GENERAL FUND	POLICE ADMINISTRATION	14.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/10/16	OIL CHANGE #15-24	GENERAL FUND	POLICE ADMINISTRATION	5.03
	6/10/16	REPAIR BRAKE LIGHT	GENERAL FUND	POLICE ADMINISTRATION	7.66
	6/10/16	REPAIR BRAKE LIGHT	GENERAL FUND	POLICE ADMINISTRATION	33.00
		TOTAL:			335.97
MCCUEN WELDING & MACHINING INC	6/10/16	SNOW PLOW REPAIRS	GENERAL FUND	ICE AND SNOW REMOVAL	648.00
	6/10/16	SNOW PLOW REPAIRS	GENERAL FUND	ICE AND SNOW REMOVAL	150.69
	6/10/16	DUMP STATION LID	RECREATION	OLSON PARK CAMPGROUND	70.00
	6/10/16	DUMP STATION LID	RECREATION	OLSON PARK CAMPGROUND	9.10
		TOTAL:			877.79
MED-COMPASS INC	6/10/16	QUANTITATIVE FIT TESTS	GENERAL FUND	FIRE ADMINISTRATION	707.50
	6/10/16	QUANTITATIVE FIT TESTS	WATER	O-DISTR MISC	142.70
	6/10/16	QUANTITATIVE FIT TESTS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	114.10
	6/10/16	QUANTITATIVE FIT TESTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	142.70
		TOTAL:			1,107.00
MIDWEST ENGINEERING	6/10/16	KNOLLWOOD DR, 1ST AVE SS E IMPROVEMENT CONST	KNOLLWOOD/1ST AVE SW S		4,800.00
	6/10/16	I-90 CROSSING, INDUSTRIAL	INDUSTRIAL WASTEWAT	PROJECT #13	5,590.00
		TOTAL:			10,390.00
MIDWEST GARAGE DOORS INC	6/10/16	SHOP FRONT GARAGE DOOR	GENERAL FUND	PAVED STREETS	461.00
		TOTAL:			461.00
MIDWEST OVERHEAD CRANE CORP	6/10/16	OVERHEAD CRANE INSPECTION-	WATER	M-PURIFY EQUIPMENT	464.33
		TOTAL:			464.33
MINNESOTA ENERGY RESOURCES CORP	6/10/16	GAS SERVICE	GENERAL FUND	PAVED STREETS	36.73
	6/10/16	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	83.16
	6/10/16	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	288.80
	6/10/16	GAS SERVICE	WATER	O-DISTR MISC	20.29
	6/10/16	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	421.95
	6/10/16	GAS SERVICE	AIRPORT	O-GEN MISC	79.33
	6/10/16	GAS SERVICE	AIRPORT	O-GEN MISC	94.35
		TOTAL:			1,024.61
MINNESOTA VALLEY TESTING LABS INC	6/10/16	MAY SALTY DISCHARGE TESTIN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	135.00
		TOTAL:			135.00
MISCELLANEOUS V BLAS MONTES JOSE A	6/10/16	REFUND OF CREDITS-ACCTS FI	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	0.01
BLAS MONTES JOSE A	6/10/16	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	30.84
BLAS MONTES JOSE A	6/10/16	REFUND OF CREDITS-ACCTS FI	GARBAGE COLLECTION	NON-DEPARTMENTAL	0.01
BYRNE JOE	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	130.00
DEGROOT STEVEN	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
DONKERSLOOT MARIE	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
GRAMAJO PEREZ SANDRA	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	112.15
GRAMAJO PEREZ SANDRA	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
GRIFFITH RANDY	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
GUNNINK TANNER J	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	35.01
GUNNINK TANNER J	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
HAMMAN MIKE	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
HOSKINS BETTY J	6/10/16	REFUND OF CREDITS-ACCTS FI	GARBAGE COLLECTION	NON-DEPARTMENTAL	118.06
IRETA RAMIREZ JOSE A	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	72.47
IRETA RAMIREZ JOSE A	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
KENNEDY MATTHEW & KAT	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
LLAMAS VELA JUAN R	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	130.41

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LLAMAS VELA JUAN R	6/10/16	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	23.85
LLAMAS VELA JUAN R	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.31
RODRIGUEZ CRUZ	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	82.75
RODRIGUEZ CRUZ	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.12
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	45.00
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.10
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	48.63
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	0.12
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	185.00
RUBIO MARIA	6/10/16	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.39
TAARUD AMBER	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
WITZEL RODNEY	6/10/16	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
				TOTAL:	1,180.83
MISSOURI RIVER ENERGY SERVICES	6/10/16	ANNUAL MEETING	ELECTRIC	ADMIN OFFICE SUPPLIES	50.00
	6/10/16	ANNUAL MEETING	ELECTRIC	ADMIN MISC	200.00
				TOTAL:	250.00
MORGAN CREEK VINEYARDS	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	168.00
				TOTAL:	168.00
MORRIS ELECTRONICS INC	6/10/16	COMPUTER	GENERAL FUND	CLERK'S OFFICE	1,014.88
	6/10/16	TECH SUPPORT-NEW COMPUTER	GENERAL FUND	CLERK'S OFFICE	56.25
	6/10/16	UPGRADE SERVER, TECH SUPPO	DATA PROCESSING	DATA PROCESSING	1,260.00
	6/10/16	TECH SUPPORT-MAIL SERVER I	DATA PROCESSING	DATA PROCESSING	262.50
	6/10/16	TECH SUPPORT	DATA PROCESSING	DATA PROCESSING	37.50
				TOTAL:	2,631.13
MPCA	6/10/16	ANNUAL PERMIT FEE	MUNICIPAL WASTEWAT	O-PURIFY MISC	5,900.00
	6/10/16	ANNUAL WATER PERMIT FEES	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,450.00
				TOTAL:	14,350.00
MWOA	6/10/16	LAB WORKSHOP 6/14-15 PAVEL	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	175.00
				TOTAL:	175.00
NCL OF WISCONSIN INC	6/10/16	STERILE COLIFORM BOTTLES,	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	622.12
				TOTAL:	622.12
NEW VISION CO-OP	6/10/16	WEED KILLER, GRASS SEED	GENERAL FUND	PAVED STREETS	1,512.29
				TOTAL:	1,512.29
NICOLE R KEMPENMA	6/10/16	CLEANING 5/26/16	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	81.00
	6/10/16	CLEANING 5/27-5/28/16	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	270.00
				TOTAL:	351.00
NOBLES COUNTY AUDITOR/TREASURER	6/10/16	LEGAL SERVICES MAY	GENERAL FUND	PROSECUTION	15,757.50
	6/10/16	SOLID WASTE APRIL	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,168.00
				TOTAL:	22,925.50
NOBLES COUNTY HIGHWAY DEPT	6/10/16	APRIL FUEL	GENERAL FUND	ENGINEERING ADMIN	98.69
	6/10/16	APRIL FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	76.18
	6/10/16	APRIL FUEL	GENERAL FUND	POLICE ADMINISTRATION	3,223.59
	6/10/16	APRIL FUEL	GENERAL FUND	REGULATE LAWFUL GAMBLE	5.80
	6/10/16	APRIL FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	71.58
	6/10/16	APRIL FUEL	GENERAL FUND	PAVED STREETS	936.09
	6/10/16	APRIL FUEL	GENERAL FUND	CODE ENFORCEMENT	76.01



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/10/16	APRIL FUEL	RECREATION	PARK AREAS	537.54
	6/10/16	APRIL FUEL	WATER	O-PUMPING	220.98
	6/10/16	APRIL FUEL	WATER	M-TRANS MAINS	360.36
	6/10/16	APRIL FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	115.50
	6/10/16	APRIL FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	34.58
	6/10/16	APRIL FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	96.53
	6/10/16	APRIL FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	156.58
	6/10/16	APRIL FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	582.10
	6/10/16	APRIL FUEL	STORM WATER MANAGE	STORM DRAINAGE	115.49
	6/10/16	APRIL FUEL	STORM WATER MANAGE	STREET CLEANING	118.42
				TOTAL:	6,826.02
NOBLES COUNTY LANDFILL	6/10/16	GARBAGE FROM CLUBHOUSE	RECREATION	GOLF COURSE-GREEN	45.84
				TOTAL:	45.84
ODELL RODNEY	6/10/16	REIMBURSE	GENERAL FUND	ECONOMIC DEVELOPMENT	7.26
				TOTAL:	7.26
ONE OFFICE SOURCE	6/10/16	HANGING FOLDER	GENERAL FUND	ADMINISTRATION	18.19
	6/10/16	COLORING PAPER, BINDER	GENERAL FUND	CLERK'S OFFICE	104.12
	6/10/16	MARKERS	GENERAL FUND	CLERK'S OFFICE	1.78
	6/10/16	SHARPIES	GENERAL FUND	CLERK'S OFFICE	3.96
	6/10/16	POST CARDS	GENERAL FUND	CLERK'S OFFICE	22.35
	6/10/16	POST CARDS	GENERAL FUND	CLERK'S OFFICE	22.33
	6/10/16	INSERT DIVIDERS	GENERAL FUND	ACCOUNTING	13.50
	6/10/16	PENS	GENERAL FUND	ENGINEERING ADMIN	8.02
	6/10/16	POST-ITS	GENERAL FUND	ENGINEERING ADMIN	4.40
	6/10/16	MARKERS	GENERAL FUND	ENGINEERING ADMIN	4.38
	6/10/16	PENS	GENERAL FUND	ECONOMIC DEVELOPMENT	8.03
	6/10/16	POST-ITS	GENERAL FUND	ECONOMIC DEVELOPMENT	4.39
	6/10/16	MARKERS	GENERAL FUND	ECONOMIC DEVELOPMENT	4.37
	6/10/16	CLEANER, TOWELS	GENERAL FUND	GENERAL GOVT BUILDINGS	133.22
	6/10/16	KLEENEX	GENERAL FUND	GENERAL GOVT BUILDINGS	47.06
	6/10/16	RETURNED ITEMS	GENERAL FUND	POLICE ADMINISTRATION	50.00-
	6/10/16	ENVELOPES	GENERAL FUND	POLICE ADMINISTRATION	38.96
	6/10/16	FILE FOLDER FASTENERS	GENERAL FUND	POLICE ADMINISTRATION	30.55
	6/10/16	SORTER	GENERAL FUND	POLICE ADMINISTRATION	15.89
	6/10/16	POST-IT NOTES, LEGAL PAD	GENERAL FUND	SECURITY CENTER	16.37
	6/10/16	POST-IT NOTES, LEGAL PAD	GENERAL FUND	SECURITY CENTER	16.38
	6/10/16	MARKERS	GENERAL FUND	SECURITY CENTER	11.54
	6/10/16	MARKERS	GENERAL FUND	SECURITY CENTER	11.53
	6/10/16	BATTERIES, DISPENSER, TOWEL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	309.27
	6/10/16	SUPPLIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	103.70
	6/10/16	BATTERIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	57.90
	6/10/16	COPIER PAPER	WATER	ACCTS-RECORDS & COLLEC	66.30
	6/10/16	COPIER PAPER	WATER	ACCTS-RECORDS & COLLEC	31.20
	6/10/16	COPIER PAPER	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	31.20
	6/10/16	COPIER PAPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	66.30
	6/10/16	COPIER PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	128.70
	6/10/16	COPIER PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	66.30
	6/10/16	CALCULATOR	LIQUOR	O-GEN MISC	112.00
	6/10/16	CALCULATOR RIBBON	DATA PROCESSING	DATA PROCESSING	11.70
				TOTAL:	1,475.89
PAUSTIS & SONS	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	890.01
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	12.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	902.51
PELLEGRINO FIRE EXTINGUISHER SALES	6/10/16	EXTINGUISHER CERTIFICATION	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	157.64
				TOTAL:	157.64
PEPSI COLA BOTTLING CO	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	147.75
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	11.95
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	51.00
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	201.75
				TOTAL:	415.55
PETERSEN CLEANING & SUPPLY	6/10/16	LAWN MOWING 4/22, 5/2, 5/1	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	225.00
	6/10/16	LAWN MOWING 5/20, 5/27	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.00
				TOTAL:	375.00
PHILLIPS WINE & SPIRITS INC	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,153.37
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	1,016.38
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,041.92
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	758.80
	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	53.00
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,628.35
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,781.03
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	827.40
	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	90.00
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	30.71
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	31.95
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	42.20
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	41.50
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	129.48
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	24.10
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	28.63
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	1.66
				TOTAL:	16,680.48
RACOM CORP	6/10/16	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	473.69
				TOTAL:	473.69
RED BULL DISTRIBUTION COMPANY INC	6/10/16	MIX	LIQUOR	NON-DEPARTMENTAL	232.33
				TOTAL:	232.33
ROUND LAKE VINEYARDS & WINERY LLC	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	400.50
				TOTAL:	400.50
RUNNINGS SUPPLY INC-ACCT#9502485	6/10/16	FENCE SAFETY GUARDIAN	GENERAL FUND	PAVED STREETS	39.98
	6/10/16	WHEEL BARROW WHEEL	RECREATION	GOLF COURSE-GREEN	34.99
	6/10/16	1 1/4" FITTING	RECREATION	GOLF COURSE-GREEN	4.38
	6/10/16	ANTIFREEZE FR 508	RECREATION	PARK AREAS	11.99
	6/10/16	EYEBOLTS FOR TORO	RECREATION	PARK AREAS	0.79
	6/10/16	BOLTS TORO	RECREATION	PARK AREAS	2.71
	6/10/16	OIL MIX	RECREATION	PARK AREAS	17.34
	6/10/16	PLAYGROUND LANDSCAPE TIMBE	RECREATION	PARK AREAS	39.90
	6/10/16	SUMP PUMP FLOAT	RECREATION	PARK AREAS	109.99
	6/10/16	BLEACH	RECREATION	PARK AREAS	11.58
	6/10/16	10TH ST FLOWERS	RECREATION	PARK AREAS	193.12
	6/10/16	CABLE TIES SAND BAGS	STORM WATER MANAGE	STORM DRAINAGE	15.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/10/16	CATCH BASINS	STORM WATER MANAGE	STORM DRAINAGE	4.38
	6/10/16	PAINT BRUSHES, WHITE PAINT	AIRPORT	O-GEN MISC	9.58
	6/10/16	FUEL PUMP NOZZEL, FITTINGS	AIRPORT	O-GEN MISC	422.97
				TOTAL:	919.69
SCHAAP SANITATION INC	6/10/16	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	120.12
	6/10/16	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	69.62
	6/10/16	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	107.36
	6/10/16	SPRING TRASH PICKUP	GENERAL FUND	TRASH PICKUP	31,868.39
	6/10/16	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	50.72
	6/10/16	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	168.54
	6/10/16	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	19.80
	6/10/16	MONTHLY SERVICE	RECREATION	PARK AREAS	703.45
	6/10/16	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	323.80
	6/10/16	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	75.50
	6/10/16	MONTHLY SERVICE	WATER	O-DISTR MISC	137.94
	6/10/16	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	234.01
	6/10/16	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	157.74
	6/10/16	MONTHLY SERVICE	LIQUOR	O-GEN MISC	166.79
	6/10/16	MONTHLY SERVICE	AIRPORT	O-GEN MISC	89.34
	6/10/16	SOLID WASTE-APRIL	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	63,856.56
	6/10/16	SOLID WASTE-APRIL	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	12,938.24
	6/10/16	SOLID WASTE-APRIL	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	2,087.21
	6/10/16	SOLID WASTE-APRIL	GARBAGE COLLECTION	CODE ENFORCEMENT	4,157.44
				TOTAL:	113,158.15
SCHOLTES MOTORS INC	6/10/16	TIRE LEAK REPAIR	GENERAL FUND	ENGINEERING ADMIN	11.75
				TOTAL:	11.75
SCHWALBACH #4465	6/10/16	CARPET TAPE, DUCT TAPE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	14.41
				TOTAL:	14.41
SCHWALBACH ACE HARDWARE-5930	6/10/16	TAPE MEASURE	GENERAL FUND	ENGINEERING ADMIN	14.99
	6/10/16	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	51.99
	6/10/16	PAINTING BUCKET	GENERAL FUND	SIGNS AND SIGNALS	15.96
	6/10/16	PAINT BRUSHES, CAULK GUN	GENERAL FUND	CENTER FOR ACTIVE LIVI	21.53
	6/10/16	BEACH RESTROOMS	RECREATION	PARK AREAS	22.99
	6/10/16	CEMENT BIT	RECREATION	PARK AREAS	14.99
	6/10/16	GARDEN HOSES	RECREATION	PARK AREAS	73.98
	6/10/16	VACUUM	RECREATION	PARK AREAS	169.99
	6/10/16	BALL FIELD PAINT	RECREATION	PARK AREAS	33.96
	6/10/16	TAPE MEASURE-BALL FIELDS	RECREATION	PARK AREAS	26.99
	6/10/16	LIGHT BULBS	LIQUOR	O-GEN MISC	49.95
				TOTAL:	497.32
SCHWALBACH ACE #6067	6/10/16	GLOVES	WATER	O-PURIFY MISC	12.99
	6/10/16	TREATMENT PLANT LIGHTING	WATER	O-PURIFY MISC	14.34
				TOTAL:	27.33
SCHWICKERTS	6/10/16	ROOF REPAIR GENERATOR BLDG	ELECTRIC	M-DISTR STRUCTURES	934.00
				TOTAL:	934.00
SERVALL TOWEL & LINEN SUPPLY	6/10/16	GRANITE MATS, BAR SWIPES	LIQUOR	O-GEN MISC	78.92
				TOTAL:	78.92
SERVOCAL INSTRUMENTS INC	6/10/16	CALIBRATE FLOW METERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	652.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	652.50
SHI INTERNATIONAL CORP	6/10/16	LAPTOPS	GENERAL FUND	POLICE ADMINISTRATION	23,338.00
				TOTAL:	23,338.00
SOUTHERN WINE & SPIRITS OF MINNESOTA	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,832.62
	6/10/16	WINE	LIQUOR	NON-DEPARTMENTAL	682.00
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	54.60
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	11.10
				TOTAL:	4,580.32
SOUTHWEST MN ARTS COUNCIL	6/10/16	MEMBERSHIP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	250.00
				TOTAL:	250.00
SOUTHWESTERN MENTAL HEALTH CENTER INC	6/10/16	EAP SESSION	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	65.00
	6/10/16	EAP SESSIONS	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	260.00
				TOTAL:	325.00
ROBIN STOYKE	6/10/16	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.80
				TOTAL:	56.80
SWANK MOTION PICTURES INC	6/10/16	BLU-RAY RENTALS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	325.00
				TOTAL:	325.00
TRI-STATE RENTAL CENTER	6/10/16	CONCRETE PLANER	GENERAL FUND	PAVED STREETS	160.00
	6/10/16	DOLLY	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	120.00
	6/10/16	CEMENT TOOLS	RECREATION	PARK AREAS	52.97
	6/10/16	GENERATOR RECOIL	ELECTRIC	M-DISTR UNDERGRND LINE	91.80
				TOTAL:	424.77
TURFWERKS	6/10/16	BELT/TENSIONER	RECREATION	GOLF COURSE-GREEN	215.62
				TOTAL:	215.62
U S POSTAL SERVICE-TMS ACCT# 247383	6/10/16	POSTAGE MACHINE	GENERAL FUND	MAYOR AND COUNCIL	3.26
	6/10/16	POSTAGE MACHINE	GENERAL FUND	ADMINISTRATION	1.90
	6/10/16	POSTAGE MACHINE	GENERAL FUND	CLERK'S OFFICE	95.68
	6/10/16	POSTAGE MACHINE	GENERAL FUND	ENGINEERING ADMIN	377.12
	6/10/16	POSTAGE MACHINE	GENERAL FUND	ECONOMIC DEVELOPMENT	403.25
	6/10/16	POSTAGE MACHINE	GENERAL FUND	PAVED STREETS	9.36
	6/10/16	POSTAGE MACHINE	GENERAL FUND	CENTER FOR ACTIVE LIVI	407.79
	6/10/16	POSTAGE MACHINE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	0.49
	6/10/16	POSTAGE MACHINE	RECREATION	PARK AREAS	18.33
	6/10/16	POSTAGE MACHINE	LIQUOR	O-GEN MISC	4.52
	6/10/16	POSTAGE MACHINE	AIRPORT	O-GEN MISC	3.91
	6/10/16	POSTAGE MACHINE	DATA PROCESSING	DATA PROCESSING	639.39
				TOTAL:	1,965.00
VERIZON WIRELESS	6/10/16	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	184.79
				TOTAL:	184.79
VETERINARY MEDICAL CTR PA	6/10/16	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
	6/10/16	HEARTGARD, FRONTLINE	GENERAL FUND	POLICE ADMINISTRATION	179.52
	6/10/16	EKAM, LASER THERAPY	GENERAL FUND	POLICE ADMINISTRATION	373.20
	6/10/16	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	50.42
				TOTAL:	656.81



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VINOCOPIA INC	6/10/16	LIQUOR	LIQUOR	NON-DEPARTMENTAL	689.75
	6/10/16	FREIGHT	LIQUOR	O-SOURCE MISC	18.00
				TOTAL:	707.75
VIP FLORAL	6/10/16	10TH STREET FLOWERS	RECREATION	PARK AREAS	2,070.00
				TOTAL:	2,070.00
WAL MART COMMUNITY/RFCSLLC	6/10/16	FOUNDATION GRANT PROGRAMMI	GENERAL FUND	CENTER FOR ACTIVE LIVI	18.00
	6/10/16	DHS GRANT EQUIPMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	205.34
	6/10/16	EQUIPMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	16.41
				TOTAL:	239.75
WESCO RECEIVABLES CORP	6/10/16	FIBERGLASS GROUND SLEEVE-1	ELECTRIC	FA DISTR UNDRGRND COND	1,311.35
	6/10/16	CT'S FOR METERING	ELECTRIC	FA DISTR METERS	1,034.02
				TOTAL:	2,345.37
WORTHINGTON AUTO SUPPLY	6/10/16	BATTERY 12-32	GENERAL FUND	POLICE ADMINISTRATION	105.96
	6/10/16	UNIT #206 OIL FILTER	WATER	O-DIST UNDERGRND LINES	9.70
				TOTAL:	115.66
WORTHINGTON BUILDING MATERIALS INC	6/10/16	SUNSET PARK DOCK	GENERAL FUND	LAKE IMPROVEMENT	13.51
				TOTAL:	13.51
WORTHINGTON PLUMBING & HEATING	6/10/16	BUSS FIELD RESTROOM REPAIR	RECREATION	PARK AREAS	185.00
				TOTAL:	185.00
WORTHINGTON POSTMASTER	6/10/16	POSTAGE DUE ACCOUNT	ELECTRIC	ADMIN OFFICE SUPPLIES	31.30
				TOTAL:	31.30
YMCA	6/10/16	MAY CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,668.42
	6/10/16	MAY CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,635.77
	6/10/16	APRIL CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,377.14
	6/10/16	APRIL CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	236.98
	6/10/16	APRIL CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,896.33
	6/10/16	SEMI ANNUAL BLDG INSURANCE	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	1,151.00
				TOTAL:	7,965.64

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
===== FUND TOTALS =====					
101		GENERAL FUND	134,946.58		
202		MEMORIAL AUDITORIUM	2,319.45		
229		RECREATION	28,806.97		
231		ECONOMIC DEV AUTHORITY	861.55		
321		PIR/TRUNKS	30.75		
401		IMPROVEMENT CONST	39,553.95		
431		AQUATIC CENTER FACILITY	1,151.00		
601		WATER	5,594.87		
602		MUNICIPAL WASTEWATER	61,454.00		
604		ELECTRIC	21,573.71		
605		INDUSTRIAL WASTEWATER	31,471.88		
606		STORM WATER MANAGEMENT	52,256.31		
609		LIQUOR	161,761.56		
612		AIRPORT	6,432.27		
702		DATA PROCESSING	2,797.53		
703		SAFETY PROMO/LOSS CTRL	325.00		
873		GARBAGE COLLECTION	78,983.10		
878		WASTE MANAGEMENT COLL	7,168.00		
882		TOURISM PROMOTION	9,984.12		
GRAND TOTAL:			647,472.60		

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