

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday,  
City Hall Council Chambers**

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

**B. INTRODUCTIONS AND OPENING REMARKS**

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

1. Additions/Changes
2. Closure

**D. CONSENT AGENDA**

1. CITY COUNCIL MINUTES (WHITE)
  - a. City Council Minutes of Special Meeting March 20, 2019
  - b. City Council Minutes of Regular Meeting March 25, 2019
  - c. City Council/Worthington HRA Minutes of Special Meeting April 3, 2019
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Water and Light Commission Minutes of March 18, 2019
  - b. Worthington Housing and Redevelopment Authority Board Minutes of February 26, 2019
  - c. Worthington Area Convention and Visitors Bureau Minutes of February 27, 2019
  - d. Southwest Regional Development Commission Minutes of January 10, 2019
  - e. NEON Committee Minutes of January 10, 2019
  - f. Planning Commission/Board of Appeals Minutes of April 2, 2019
3. BILLS PAYABLE (WHITE)

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

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

Case Items

1. Second Reading Proposed Ordinance - Text Amendment to Remove "L-Zoned" Properties from Certain Provisions of City Code Section § 155.145 (B)(2)(b)(5)
2. Designation of Official City Representative to Cuero, Texas for 2019 Turkey Fest and Authorization for Reimbursement of Expenses

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

Case Items

1. Authorize Execution of Airport Farm Land Lease
2. Authorize Execution of Highway 59 Farm Land Lease

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

Case Items

1. Approve the Task Order with AE2S for Preparing Application for Letter of Map Revision (LOMR)
2. 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 Proposed Ordinance- Change of Zone - 1790 Collegeway
2. Conditional Use Permit - Property South of 555 Kragness Avenue at Okabena Street and Kragness Avenue
3. Municipal Subsidies Policy

**I. COUNCIL COMMITTEE REPORTS**

1. Mayor Kuhle

2. Council Member Janssen
3. Council Member Oberloh
4. Council Member Cummings
5. Council Member Ernst
6. Council Member Harmon

**J. CITY ADMINISTRATOR REPORT**

**K. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING, MARCH 20, 2019**

The meeting was called to order at 4:00 p.m. in City Hall Council Chambers by Mayor Pro Tem Mike Harmon with the following Council Members present: Larry Janssen, Alan Oberloh, Amy Ernst, Chad Cummings. Members absent: Mayor Mike Kuhle (excused).

Staff members present: Steve Robinson, City Administrator; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Todd Wietzema, Public Works Director; Mindy Eggers, Assistant City Clerk.

Others present: Ryan McGaughey, The Globe; Justine Wettschreck, KWOA; Brett Altergott, Flagship Recreation; Dennis Luetgers; Loreena Leutgers; Paulette Sjogren; Priscilla Williams; Claire Williams; Richard Dalrymple; Jacoba Nagel; Jay Vargas.

**CITY COUNCIL BUSINESS**

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously approved to move item 2. All Inclusive Payground Presentation to Item 1.

**ALL INCLUSIVE PLAYGROUND PRESENTATION (PUBLIC WORKS)**

Todd Wietzema, Public Works Director, stated that he was contacted by the Early Risers Kiwanis Club about a proposed All Inclusive Park project that they would like to raise funds for. He said staff feels the best place for the proposed park would be Chautauqua Park as it's one of the most popular parks and one that has the oldest equipment in line for replacement. Mr. Wietzema noted the Centennial Park playground is being replaced this year with the new addition of the splash pad and over the next three years \$33,000 is being set aside into CIP for the replacement of playground equipment. The Park & Recreation Advisory Board met on March 6<sup>th</sup> and approved support of the proposed project. Mr. Wietzema explained that Brett Altergott, Flagship Recreation was in attendance to give a presentation on an All Inclusive Park.

Brett Altergott presented a power point presentation to the City Council on All Inclusive Parks. He explained the difference between the ADA compliance and an all inclusive park. ADA meets the minimal legal standards for physical access, while an all inclusive park meets ADA standards and also is barrier free and for everyone. Mr. Altergott stated there are unlimited options that can be put together and once a location and budget are determined the vision for the space and selection of components can take place.

After discussion by the Council it was agreed that Mr. Wietzema and staff would continue moving forward with the process and continue to work with the Early Risers Kiwanis and Flagship Recreation on the proposed all inclusive park.

**RESOLUTION REQUESTING CHARTER COMMISSION APPOINTMENTS  
(ADMINISTRATION)**

Steve Robinson, City Administrator, stated that the terms of seven of the fifteen members of the Worthington City Charter Commission will be expiring March 31, 2019. He explained per Minnesota Statute § 410.05, Subd. 3, a City Council, a Charter Commission, or petitioners requesting the appointment of a Charter Commission may submit to the court the name of eligible nominees which the district court may consider in making appointments to the Commission. Each of the expiring members have served one term, noting that the order for appointment of Jay Vargas to fill the unexpired term of Robert Demuth Sr. has not yet been received back from the court but he is also eligible for reappointment for his first five year term. After the adoption of the resolution by council it would then be sent to our Charter Attorney, Aaron Kinser, so he can prepare a petition to the District Court Judge for appointment of the members.

The motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to approve the Resolution Requesting Charter Commission Appointments.

### **BAC BUILDING DISCUSSION**

Steve Robinson, City Administrator stated that according to the Economic Development Authority the city's plan for a long term rental agreement with an incubator company does not comply with the terms of the grant agreement. He explained staff found the original letter and financial assistance award and according to the information the city is in fact complying. He said the argument could be that the city is securing an active incubator based business in the Bioscience/Animal Health field that could manage the property and be the focal point for additional access and opportunities that would have the ability to know if there are interested parties in the same field. A conference call will be held next week with a regional director from the EDA to try and resolve the issue. After discussion by the council, it was agreed to continue to pursue a long term lease agreement with the current incubator business.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Ernst and unanimously carried to adjourn the meeting at 5:05 p.m.

Mindy L. Eggers, MCMC  
Assistant City Clerk

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, MARCH 25, 2019**

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: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon.

Staff present: Steve Robinson, City Administrator; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Troy Appel, Public Safety Director; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk; Tammy Makram, Memorial Auditorium Manager.

Others present: Mark Shepherd, Special City Attorney; Randy Thompson, Worthington HRA; Ben Weber; Derek Ringhand, Congressman Hagedorn's Office.

**AGENDA CLOSED / APPROVED WITH CHANGE**

Mayor Kuhle noted that Item I.2 *Hotel Thompson* would be taken out of order following consideration of the consent agenda.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to close / approve the agenda with the noted change in order.

**PUBLIC HEARING AND RESOLUTION NO. 2019-03-12 ADOPTED ORDERING  
IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS - EAST  
AVENUE STREET IMPROVEMENT**

Pursuant to published notice, this was the time and date set for a public hearing regarding the East Avenue Street Improvement.

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

Dwayne Haffield, Director of Engineering, said the improvement will be from County 5 to the east through the HRA property and will include grading, base construction, and surfacing of the street. A petition was received for the improvement with the resolution was received by Council approximately a year ago. The report was received at the March 11, 2019 Council meeting, where the public hearing was ordered for tonight. If Council approves, they would order the improvement and the preparation of plans and specifications. The earliest that the assessments would come to Council for adoption would be the fall of 2020. A summary of improvement costs and proposed assessments are as follows and are only estimates at this point, and Council will need to determine the rates and if the project moves forward:

City share for non-assessable costs <sup>1</sup>	\$51,110.32
City share of assessable costs	<u>\$0.00</u>

Total City share	\$0.00	(28.2%)
Assessments Receivable	<u>\$129,889.68</u>	(71.8%)
TOTAL COST	\$181,000.00	

The estimated assessment rate is: \$163.14/ft

<sup>1</sup> Includes East Avenue frontage within the C.S.A.H. 5 right-of-way

Only two properties are involved in the improvement. Mr. Haffield explained the process for determining the assessments and also discussed urban/rural improvement and storm sewer/ditch storm management. There is a party interested in a sewer extension.

Mayor Kuhle asked if there was anyone present who wished to present testimony on the proposed improvement:

Duane Gruis: Not in City limits - owns the property to the south and would be assessed for the full frontage. His property is currently being taxed as agricultural homestead with a taxable market value of \$10,000, so there will be an issue.

Mr. Haffield said the increased value of the property based on the improvements was taken into consideration. Council and staff discussed potential options including deferred assessments, deferred payments, and going instead with additional assessments. Special City Attorney Mark Shepherd suggested that perhaps an agreement between the City and Mr. Gruis could be developed prior to getting to the final hearing, where the assessment would go with the property and not the owner.

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

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to adopt the following resolution ordering the improvement:

RESOLUTION NO. 2019-03-12

ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting March 11, 2019
- Minutes of Boards and Commissions - Heron Lake Watershed Board Minutes of January 22, 2019
- Financial Statements - Municipal Liquor Income Statement for the Period January 1, 2019 through February 28, 2019
- Proclamation - National Service Recognition Day
- Application for Exemption from Lawful Gambling Permit - Worthington Okabena Windsurfers
- Bills payable and totaling \$656,276.10 be ordered paid

### **HOTEL THOMPSON**

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, informed Council that on March 7<sup>th</sup> Staff received electronic correspondence from Lighthouse Management Group stating that Lighthouse is proposing to auction off the Hotel with the assistance of Grafe Auction.

The City was advised earlier in this process that the assessments used to recover the City's cost to repair the hazardous conditions at the property would run with the property and any sale or transfer of ownership would have no bearing on the requirement for the assessments to be paid in full per terms outlined in State law. However, Lighthouse and the City's Legal Counsel are questioning if the City would be able to recover any expenses in excess of the final auction price of the building, if it sold for less than the amount the City has expended in repairs. Costs incurred so far by the City are \$96,640.70, and the contractor has ordered the materials for the roofing project, bringing the total spent by the contractor and the City to \$179,480.70. Until the question regarding the assessments is solved, City Staff has directed the contractor to wait until further direction before moving forward with the roofing project. Mr. Brisson advised that if the City were to move ahead with the additional repairs, it could end up with ownership. He added that the auction company advised it may be best to not follow through with the repair and put it up for auction as is.

Mark Shepherd, Special City Attorney, was at the meeting and discussed the situation with Council. Council Member Ernst noted that our initial goal was to provide a roof over the tenants' heads so they had a place to live - but there is no guarantee that if the property is sold they'll have a place to live. Steve Robinson, City Administrator, said one of the options is to have an absolute auction - it sells for whatever the highest bid is unless the City would contest the sale - then it would be in the courts and they may or may not hold up the City's right to contest it. Mr. Shepherd said his personal opinion is that it should be done cooperatively, and he thinks Lighthouse is going to cooperate with us. You need to decide a minimum bid, and if no one else bids that minimum amount does the City



want the property.

Council Member Oberloh, who sits on the HRA Board said he talked to Randy Thompson from the HRA about the property, that Board will be meeting tomorrow evening. If the City ends up owning the property it would be the HRA running it - we need to have a conversation. Council Member Ernst said we need to figure out what our goal is, sell the property or provide housing. Mayor Kuhle said he is concerned that the low bidder may get the property and not have the financial resources and management to keep that building up - they'll just scrape off the rent and we'll be right back where we are now.

Mr. Shepherd said if the City, through the HRA, is interested in acquiring it then the best way to save money would be not to have an auction and just negotiate with Lighthouse and Wells Fargo - say the City will pay a dollar and we own it.

Council asked if they needed to take action tonight or if there was time to allow the HRA to talk about it tomorrow night. Mr. Robinson said the only question now was do we want to have them continue or keep them on hold for more time.

Mr. Brisson said the receiver had entered into a relationship with a broker for 120 days to try to find a buyer, and at the end of the 120 days the broker just quit. In deciding to try something different the question of an auction came up which started the events being talked about here today. It is his opinion that they are trying to find a solution, this is the route they are going to go and they have communicated and been up front in what they are trying to accomplish. Now is the time for the City to engage in this and decide what they would like to see happen. There is no auction scheduled at this time - the only thing that would give the auction some urgency is the state of the property.

Council Member Oberloh said even if the HRA was interested the City would still foot the bill for putting a roof on and manage it. Mayor Kuhle added the City could pay for the roof and the HRA could pay it back. Council Member Oberloh agreed. Mr. Brisson said in addition to the roof issue, the boiler needs to be addressed, and the other thing is they are struggling with occupancy and getting payment from the folks who are there. If the HRA is going to service some debt based on rental income, some minimum amount of renovation regarding the living conditions will need to be addressed. So we would be looking at a roof, a boiler, and some minimum amount of renovation to bring it up to a standard where the HRA would feel comfortable renting it.

Mr. Shepherd said if Council moves forward right away with putting a roof on it, it's almost a guarantee that no one will buy it. The first decision should be Council and HRA - does the HRA feel they can take the property on - if they don't, then let it go for auction at a minimum bid.

Council agreed with the recommendation. Mr. Shepherd left the meeting.

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

The Nominating Committee met on Friday, March 22, 2019 and were making the following recommendations for committee appointments / reappointments:

- Center for Active Living Appoint Pam Rickers for a three-year term to replace Jerry Perkins who was not eligible for another term, term to expire 12/31/2021
- Planning Commission Appoint Ben Weber to replace Gary Oberloh who declined to serve another term, term to expire 03/31/2022
- Water & Light Commission Appoint Chad Nixon to replace Lyle Ten Haken for a three-year term, term to expire 03/31/2022

The motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to approve the appointments / reappointments as recommended by the Nominating Committee.

## AWARD BID FOR REPLACEMENT SEATS AT MEMORIAL AUDITORIUM

The City received quotes on March 21, 2019 for seat replacement on the balcony level of Memorial Auditorium. Only one quote was received:

Davis Seating of Black River Falls, WI	\$139,606.80
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Steve Robinson, City Administrator, said the Request for Quotations stipulated that the City would use the Best Value method of procurement. Comfort, cost, construction, appearance and warranty were to be used in the selection of the vendor. Davis Seating was the selected supplier in last year's project of replacing the seats on the lower level. Their preliminary seating plan has a total of 317 seats, a reduction from 330 seats currently in the balcony. Seat sizes will vary between 21 inch, 22 inch and 23 inch seats. The submittal did comply with the City's Request for Quotations.

Mr. Robinson noted that the per seat cost was higher than the main floor seating, but was due to some of the seats having a hand rail attachment on the aisles. The total project budget as presented was as follows:

Seat removal and disposal:	\$2,500.00
Under seat floor preparation, paint:	\$2,000.00
Carpet:	\$10,200.00
New seats:	\$139,606.80
Contingency (5%):	<u>\$7,715.00</u>
Total	\$162,022.80

Also, following issuance of the agenda, Staff had obtained a quote of \$430 for cleaning of the balcony carpet instead of replacement, which will save approximately \$10,000. There was an alternate to add cup holders at an additional cost of \$3,280 , which is not included in the quote from Davis. Total cost of the project is \$152,200, and up to \$155,500 with the cup holders. Council Member Cummings said the feeling of the Board and comments from attendees are that cup holders should be installed. Mr. Robinson noted that the cup holders that were installed in the lower level will not work in the balcony so installation of them will be contingent on Davis Seating coming up with a style that will work there. Staff was recommending award of the quote to Davis Seating in the amount of \$139,606.80.

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to award the quote for the Auditorium balcony seat replacement to Davis Seating, to include the option of cup holders, and that staff should move forward with the project.

#### **AUTHORIZATION TO ADVERTISE FOR CITY PLANNER POSITION**

At their March 11, 2019 meeting, Council approved a City Planner position to be added to the City's Position Classification Plan. The position is classified as a non-exempt 9 with a minimum hourly wage of \$24.80.

Staff was now requesting Council authorization to advertise the position and fill it with the best available qualified candidate.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to authorize Staff to advertise for the City Planner position.

#### **PROPOSAL FOR OWNER'S REPRESENTATIVE APPROVED**

Steve Robinson, City Administrator, said the City of Worthington is undertaking a number of projects including the Splash Pad, Beach Nook, Public Works Facility, Memorial Auditorium Seat Replacement, and the Entertainment Building, in addition to potential additional sales tax projects upon legislative approval of that tax. A proposal for Owner's Representative services was requested of APX Construction Group and their local representative to assist City Staff with construction administration services including construction observation, review of pay applications, monitor

status of inspections, and ensuring compliance with construction documents. The work is proposed to be done on an hourly basis at a rate of \$75.00/hour, limited to 15 to 20 hours per week during the height of the summer and fall construction season. Council Member Oberloh asked if the company was insured and bonded. Mr. Robinson said he would follow up on that.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the proposal from APX Construction Group for owner's representative services as provided, contingent on receipt of proof of insurance and bond.

**RESOLUTION NO. 2019-03-11 ADOPTED APPROVING CLARITY TELECOM, LLC  
CONSENT TO ASSIGNMENT OR TRANSFER OF CONTROL OF CABLE TELEVISION  
FRANCHISE**

Staff had received a request of consent for transfer of control from clarity Telecom, LLC, doing business as Vast Broadband. The parent company has entered into an agreement that will result in a new equity investor sharing control of Clarity. The firm of Moss & Barnett, the City's franchise legal counsel, reviewed the application and financial qualifications, and prepared a resolution approving the transfer of the cable franchise, advising that the City cannot reasonably deny Clarity's request to transfer the system.

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

RESOLUTION NO. 2019-03-11

APPROVING THE PROPOSED TRANSFER OF THE CABLE FRANCHISE CURRENTLY  
HELD BY CLARITY TELECOM, LLC

(Refer to Resolution File for complete copy of Resolution)

**INCREASE TO ANIMAL POUND DAILY BOARDING FEE APPROVED**

The City's impound fee for its Animal Pound has been set at \$15 per day for at least 20 years. Troy Appel, Public Safety Director, was requesting Council approval to increase the fee to \$25 per day to cover related costs.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried set the daily impound fee for the City's Animal Pound as \$25 per day.

**BUDGET AMENDMENT / EXPENDITURE OF ALARM RESERVE FUNDS FOR BWC  
PROGRAM APPROVED**

Troy Appel, Public Safety Director, said the Police Department was seeking a budget amendment for expenditure of Alarm Reserve funds to supplement the Equipment Revolving Schedule funds designated for the purchase of body worn cameras (BWC). WPD is proposing the purchase of WatchGuard Vista XLT Body Cameras and received a quote of \$31,510 for 20 cameras and the related equipment needed to implement a BWC program. In addition to the \$25,000 scheduled in the ERS, \$6,510 would be transferred from the Alarm Fund Reserves to complete the purchase.

The motion was made by Council Member Cummings, seconded by Council Member Oberloh and unanimously carried to approve the budget amendment / expenditure of Alarm Reserve funds for the Body Worn Cameras program as requested.

**RESOLUTION NO. 2019-03-13 ORDERING PREPARATION OF FEASIBILITY REPORT  
ON PROPOSED IMPROVEMENT AND RESOLUTION NO. 2019-03-14 RECEIVING  
REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT ADOPTED -  
HOMEWOOD HILLS STREET RECONSTRUCTION IMPROVEMENT PROJECT**

Staff presented a resolution ordering preparation of a feasibility report on the proposed improvement of the following streets in Homewood Hills by necessary regrading, base construction, surfacing, and curb and gutter construction:

- Bantom Drive - Miles drive to north end
- Birchwood Place - Miles Drive to south end
- Briarwood Drive - Oakwood Drive to Homewood Avenue
- Fairway Lane - Miles Drive to Oxford Street
- Greenview Road - Miles Drive to Homewood Avenue
- Homewood Avenue - W. Line of Homewood Hills Eighth addition to Viking Road
- Johnson Lane - Miles Drive to south end
- Maplewood Drive - Oakwood Drive to Pinewood Drive
- Miles Drive - Oakwood Drive to Diagonal Road
- Oakwood Drive - Oxford Street to Briarwood Drive
- Pinewood Drive - Maplewood Drive to north line of Homewood Hills 9<sup>th</sup> Addition
- Rust Road - Miles Drive to Homewood Avenue
- Sally's Alley - Maplewood Drive to Oxford Street
- Viking Road - Miles Drive to Diagonal Road

A feasibility report was also provided to Council, along with preliminary assessment rolls for the project. Dwayne Haffield, Director of Engineering, said Staff was requesting that Council accept the report and call for a hearing on the proposed project at 6:00 p.m. on Wednesday, April 10, 2019 at the Worthington Fire Hall, 830 Second Avenue. Following discussion, it was determined that the time will be moved to 5:00 p.m. instead of 6:00 p.m.

The motion was made by Council Member Cummings, seconded by Council Member Harmon and unanimously carried to adopt the following resolutions ordering the feasibility report and receiving the report and calling for a public hearing to be called on the proposed improvement 5:00 p.m. on Wednesday, April 10, 2019 at the Worthington Fire Hall, 830 Second Avenue:

RESOLUTION NO. 2019-03-13

ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENTS

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2019-03-14

RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**CONTRACT AWARDED FOR REPLACEMENT OF MAN HOLES ON INDUSTRIAL  
SANITARY SEWER LINE**

The following bids were received on March 22, 2019 for the 2019 Industrial Sanitary Sewer Manhole Work project:

Engineer's Estimate	\$114,731.25
Larson Crane Service, Inc	\$152,215.20
Duininck, Inc.	\$153,552.00

Dwayne Haffield, Director of Engineering, said something happened with Item 115 of the bid, Jet Cleaning of the Sanitary Sewer 18" Clay Main, which was estimated at \$6,610.00, but was bid at \$42,500.00 and \$40,000.00 by the bidders. The contractor was asking that Council not award that item. Mr. Haffield said it was an issue of them paying bond costs up front, and it does not impact the low bid. They are not sure what went wrong with this cleaning.

The motion was made by Council Member Janssen, seconded by Council Member Oberloh and unanimously carried to award the contract for replacement of man holes on the industrial sanitary sewer line, excluding the jet clean sanitary sewer item, to Larson Crane Service, Inc. as the low qualified bidder in the amount of \$109,715.20.

**RESOLUTION NO. 2019-03-15 ADOPTED VACATING A PORTION OF AN EASEMENT  
IN THE SOUTHEAST QUARTER SECTION 24-102-40**

Staff presented a resolution vacation a portion of an easement in the southeast quarter section 24-102-40 as follows:

1. That portion of the easements described in Document No. 222998 and Document No. 222999, recorded in the office of the County Recorder, Nobles County, Minnesota, lying within the following described property be hereby vacated and released:

That part of the 3.08 acre tract located in the south half of the Southeast Quarter of Section 24, Township 102 North, Range 40 West, formerly Railroad Right of Way between Sunny View Addition and Circle Addition (a/k/a Parcel #2 Map #V-10-M-1) lying east of a line which passes through the east corner of Block 10, Sunny View Addition, which line is parallel to the east line of Section 24, Township 102 North, Range 40 West, and lying west of a line 33.00 feet west of and parallel with said east line of Section 24, all in the City of Worthington, Nobles County, Minnesota;

together with:

That part of the tract located in the South Half of the Southeast Quarter, Section 24, Township 102 North, Range 40 West, formerly Railroad Right of Way south of Sunny View Addition (a/k/a Parcel #3 Map #V-9-M-4) lying east of a line which passes through the east corner of Block 10, Sunny View Addition, which line is parallel to the east line of Section 24, Township 102 North, Range 40 West, and lying west of a line 33.00 feet west of and parallel with said east line of Section 24, all in the City of Worthington, Nobles County, Minnesota.

Dwayne Haffield, Director of Engineering, said this is included in an abandoned rail line which has easements all over it, and sometimes the description and lines don't come together, which is the case here. The electric line that is the subject of this easement has been relocated at the Electric Department's expense. The Water and Light Commission considered the request at it's last meeting and concurred with staff's recommendation to vacate that portion of the easement.

The motion was made by Council Member Cummings, seconded by Council Member Harmon and unanimously carried to adopt the following resolution vacating a portion of the easement:

RESOLUTION NO. 2019-13-15

VACATING PORTION OF AN EASEMENT IN THE SOUTHEAST QUARTER SECTION 24-102-40

(Refer to Resolution File for complete copy of Resolution)

### **WORKFORCE HOUSING APPLICATION APPROVED 2235 CASTLEWOOD DRIVE**

An application has been received from Tu Too for a forgivable loan through the City's Workforce Housing Program for eligible developer installed infrastructure improvements installed for the newly constructed house he purchased at 2235 Castlewood Drive. Jason Brisson, Director of Community Development, Planning, Zoning and Building Services said the loan would be structured as a five-year loan and for each year the applicant owns and resides in the home the annual mortgage payment would be forgiven - after five years it would be fully forgiven.

Following review of the application it was determined that the value of the eligible expenditures is \$18,664.00, and that the applicant meets the eligibility criteria and is eligible for the loan. Staff was recommending approval of the five-year forgivable loan in the amount of \$18,664.00 with an interest rate of 5%.

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to approve the five-year loan as recommended by Staff.

### **LEAD FOR AMERICA FELLOWSHIP APPROVED**

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, said the City had been contacted by Lead for America about partnering on a fellowship for Andrea Duarte, who grew up in Worthington and will graduate from St. Catherine University this spring. The first year of the proposed two-year fellowship would consist of organizing and staffing the City's Census Complete Count Committee, which is a volunteer effort aimed at ensuring that everyone that lives within the City of Worthington is counted by the Census. The second year of the fellowship is tentatively proposed for a Community Network Analysis to assist the City in future outreach efforts. The fellowship would run from May 2019 to May 2021. Typical match provided from local governments for the Fellowship is \$15,000 per year - however, the Minnesota Service Cooperatives has pledged \$11,500 towards the fellowship, and Lead for America has agreed to fund the rest of the fellowship for the first year if the City contributes \$5,000. The cost to the City for the second year would be the full contribution of \$15,000. The first \$5,000 would come from the Community Development existing budget and paid in full in May of 2019. The payment for the second year, running from May 2020 to May 2021, would be paid in full May of 2020. The proposed budget is:

2019: \$5,000  
2020: \$7,500  
2021: \$7,500

The funds for each payment would be paid to the Southwest Initiative Foundation for professional



consulting service and SWIF would pay the City's match to Lead for America.

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to approve the Lead for America Fellowship.

**FIRST READING PROPOSED ORDINANCE - TEXT AMENDMENT TO REMOVE "L-ZONED" PROPERTIES FROM CERTAIN PROVISIONS OF CITY CODE SECTION § 155.145 (B)(2)(b)(5)**

At their March 11, 2019 meeting, City Council gave a first reading to a proposed ordinance for a text amendment to remove "L" Zoned properties from certain zoning provisions of City Code Section § 155.145 (B)(2)(b)(5). Following that reading Staff discovered that the wording of the text amendment would not only allow for water supply and sewer treatment facilities in water accessory structures, but would also allow for habitation, which was not the intent of the text amendment. The City Attorney reviewed the proposed ordinance as presented at the March 11, 2019 meeting, and concurred and advised that a language change should be made to reflect Council's intent, and that the amended Ordinance should be presented for a first reading.

Staff presented the revised proposed ordinance that would amend City Code Section § 155.145 (B)(2)(b)(5) as follows:

*Section 1.*

*Title XV, Chapter 155.145, Section (B)(2)(b)(5) of the Worthington City Code is hereby amended to read as follows:*

*The structure or facility must not be designed or used for human habitation and, with the exception of "L" - Lakeshore zoned properties, must not contain water supply or sewage treatment facilities;*

In response to a question from Council Member Oberloh, Mr. Brisson verified that the structure height limitation is still 10 feet, and that there no land use applications have been received in this matter.

The motion was made by Council Member Ernst and seconded by Council Member Cummings to give a first reading to the proposed ordinance with the following Council Members voting in favor of the motion: Janssen, Cummings, Ernst, Harmon; and the following Council Members voting against the motion: Oberloh. Motion carried.

**COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - He and Council Member Janssen met with Staff regarding the Hockey Arena. Letters were sent to potential stake holders - a meeting will be set for 5:00 on April 29, 2019.

Council Member Janssen - No report.

Council Member Oberloh - No report.

Council Member Cummings - Attended another housing meeting last week - there were several contractors and a couple of Realtors there also and they discussed what types of housing they thought would sell. They will be meeting again in a couple of weeks - June 10<sup>th</sup> is the deadline for the purchase agreement. The YMCA Board met today, the Cruise Dinner is Friday and there are a few tickets available. April 2<sup>nd</sup> is World Autism Day - hopes everyone participates.

Council Member Ernst - Also attended the Housing meeting - the contractors are very positive.

Council Member Harmon - Water and Light Commission met last Monday, they talked about the leaks in the L & Clark waterline and the repair work - the farmers are not happy. Also attended the Joint City/County/College/School Board meeting - the School District has an interest in sharing space with us when we develop the Field House.

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

Steve Robinson, City Administrator, noted the hearing is Thursday morning in front of the Sales Tax Committee for our proposed sales tax. Regarding WREDC, the article in Saturday's paper had a misstatement in it - WREDC took action in relation to a building contractor/developer, and it said WREDC had contributed \$183,000, it was not a contribution but approval of a loan. They also approved a loan for development costs for the WIN / Forbidden Barrel project.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 8:50 p.m.

Janice Oberloh, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL/ HOUSING & REDEVELOPMENT AUTHORITY  
SPECIAL MEETING, APRIL 3, 2019**

The meeting was called to order at 1:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon. Mayor Kuhle noted that following the call to order of both entities, the meeting would adjourn for the group to tour the Thompson Hotel, then reconvene back in City Hall Council Chambers.

For the HRA, the meeting was called to order by Randy Thompson with the following Board members present: Marty Rickers, Lyle Ten Haken, Alan Oberloh, Bridget Huber, Lori Bristow (1:55 p.m.)

Staff present: Steve Robinson, City Administrator; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Leah Ward, The Globe; Brian Bergrstrom and Alec Boyce, SEH.

**HOTEL THOMPSON DISCUSSION**

Mayor Kuhle adjourned the meeting to allow the group to walk to the Hotel Thompson facility for a tour, which included apartments, a common area and the basement. Following the tour, the meeting was reconvened in City Hall Council Chambers at 1:55 p.m.

Council Member Oberloh said the HRA Board had a conversation at their last meeting on whether the HRA had the ability to take on this project. The answer was no, it would bankrupt the HRA. The financing of the project would need to come from the City, but the HRA could manage it with an on-site manager and an additional maintenance person. Ballpark figure for the additional staff was \$100,000. Council, HRA Board Members, and Staff discussed the overall state of disrepair of the facility. Observations were several disagreeable smells, including mold and dampness, missing and stained ceiling tiles and falling ceilings resulting from water damage, uneven floors and dirty and stained walls and carpets. Several apartments have been deemed as uninhabitable by the management company. Council, staff and HRA Board Members agreed that any rehab would require going to the bare studs. When asked about occupancy at the hotel, Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, said the apartments deemed to be habitable are all rented.

Mr. Brisson said he sees the options are to sell it as is, demo the facility, or the City decides to take it on. Council would need to weight the historical value of the building against the multi-million dollar project it would be to renovate it. Council Member Cummings said because of the historical value of the building he would not be comfortable making any decision to demo the building until a thorough investigation of the structure was done. Council Member Oberloh suggested that repairs could be made to accommodate the commercial tenants there, and worry about the others later. In

the interest of health and safety, he didn't think we can rent the apartments. Steve Robinson, City Administrator, noted the cost of a financial estimate for repairs/ renovation could be \$20,000 to \$30,000. Brian Bergstrom, SEH, said it would depend on how deep you have to go for the investigation, and if there is asbestos. Mr. Brisson suggested that if the City moves forward with the roof it should become the property of the City or that money will just be gone. Lyle Ten Haken noted that if you do the roof and rehab for the commercial tenants you will also need to do the boiler. Mr. Brisson said the boiler is non-functional at this time, there is a carbon monoxide problem when it runs, but they are not sure if it is the boiler or in the delivery system. Mr. Brisson reminded Council that this situation was forced on the City due to the negligence of private owners over a large period of time, if it comes to a decision to demo the building no one should feel bad about it.

Council Member Oberloh asked if a private owner bought it, would the City have the ability to tell them they cannot rent those apartments unless the building is renovated - should it be tagged? Council Member Ernst said we need to look at the impact to the downtown businesses if the facility was gone. Mr. Robinson cautioned that money invested in this may be taking away from other potential projects, noting it will take months to put this all together in a study. Mr. Ten Haken stated that even if the decision is made to demo the building, those costs would also fall on the tax payers. Mr. Robinson added that the City would have \$360,000 to \$380,000 invested if we go through with the roof.

The motion was made by Council Member Oberloh and seconded by Council Member Ernst to move forward with the roof repair. Further discussion continued, with Council Member Janssen suggesting that the City wait with the roof until after the auction. It was pointed out that the auction will not occur for several weeks. Council Member Oberloh called the question. The following Council Members voted in favor of the motion: Oberloh, Cummings, Ernst, Harmon; and the following Council Members voted against the motion: Janssen. Motion carried.

A motion was made by Council Member Oberloh and seconded by Council Member Harmon to tag the building for occupancy for residential renters. Discussion was held on the notice period to vacate. Council Member Oberloh suggested 90 days, Council Member Harmon accepted the amendment, with the following Council Members voting in favor of the motion: Oberloh, Cummings, Ernst, Harmon; and the following Council Members voting against the motion: Janssen. Motion carried.

## **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 2:56 p.m.

For the HRA: Randy Thompson declared the meeting adjourned with Council.

Janice Oberloh, MCMC  
City Clerk

## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING MARCH 18, 2019**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M. by President Gary Hoffmann with the following members present: Michael Harmon, Lyle Ten Haken, Deb Weg and Kathy Hayenga.

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

Others present: Julie Buntjer, The Globe

### **AGENDA ADDITIONS/CLOSURE**

Scott Hain, General Manager, requested the addition of *Water and Light Commission Appointment* to the agenda. A motion was made by Commissioner Ten Haken, seconded by Commissioner Weg and unanimously carried to close the agenda with the addition of *Water and Light Commission Appointment*.

### **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on March 4, 2019
- Staff reports for February 2019
- Utility bills payable totaling \$29,505.44 for March 8 and March 15, 2019

### **FINANCIAL STATEMENTS AND SALES REPORTS**

A motion was made by Commissioner Weg, seconded by Commissioner Ten Haken and unanimously carried to accept the financial statements and sales reports for February 2019.

### **APPROVE PLANS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR 2019 CLARY STREET AND MCMILLAN STREET WATER RECONSTRUCTION PROJECT**

Scott Hain, General Manager, reported that the 2019 water fund budget includes a total of \$1,457,750 for the reconstruction of water main on Clary Street from Fredrick Avenue to McMillan Street and on McMillan Street from south of Paulson Avenue to Oxford Street. The work includes replacing the existing 4" and 6" iron pipes with 8" PVC pipe on new alignments and would be completed in three major phases. The total estimated cost of the reconstruction including engineering, contingencies, and the valves and hydrants to be acquired separately, is \$1,380,000.

After discussion, a motion as made by Commissioner Ten Haken, seconded by Commissioner Harmon and unanimously carried to approve the plans for the 2019 Clary Street and McMillan Street Water Reconstruction project and authorize an advertisement for bids to be received on April 12, 2019, and considered at the April 15, 2019, Commission meeting.

### **VACATE PORTION OF UTILITY EASEMENT**

The owner of property located in the south half of Southeast Quarter Section 24-102-40 requested the vacation of a portion of an easement in order to develop that property for multi-unit residential housing. The electric, sewer and water utilities were constructed within the right-of-way of the Rock Island Railroad when the railroad was active in Worthington. When the railroad ceased operation and began liquidation of its right-of-way the licences or permits were converted to easements in two documents. Not all easement locations described in those documents matched the exact location of utilities due to poor descriptions and/or the utility not being installed as intended. The electric line is the specific utility referred to in the proposed easement vacation. The electric line intended to be in the easement was located further north than the easement as described and has been relocated as agreed to by the owner. The owner has executed the new easement which has not yet been recorded. Scott Hain, General Manager, reported that the proposed resolution vacating a portion of the easement would be effective upon the successful recording of the new easement. A copy of the proposed resolution vacating the easement and a map defining the easement area to be vacated and the easement to be granted was provided to Commission.

A motion was made by Commissioner Harmon, seconded by Commissioner Hayenga and unanimously carried recommending that City Council pass the resolution vacating a portion of an easement in the southeast quarter section 24-102-40 upon successful recording of the new easement.

### **CONSIDER BID FOR RAW WATER MAIN RELOCATION PROJECT**

Scott Hain, General Manager, presented the single bid received for the raw water main relocation project. TE Underground, LLC submitted the bid in the amount of \$248,464. The engineer's estimate for project construction was \$220,640. The 2019 Water Department budget includes \$246,100 to complete the project utilizing undesignated reserve funds. Mr. Hain recommended proceeding with the project utilizing additional undesignated reserve funds.

A motion was made by Commissioner Harmon, seconded by Commissioner Weg and unanimously carried to award the bid for the raw water main relocation project to TE Underground, LLC in the amount of \$248,464 utilizing undesignated reserve funds.

### **BEACH NOOK SOLAR**

Scott Hain, General Manager, reported that the City of Worthington received re-bids for the Centennial Park Beach Bathhouse project on March 7, 2019. The six bids received provided a base bid along with prices for two bid alternates. Bid Alternate #1 was for metal shingles instead

## Water and Light Commission Minutes

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of asphalt shingles and Bid Alternate #2 was to add a solar component to the project. Based on the recommendation from the Beach Nook Committee, at their March 11, 2019, regular meeting the City Council awarded the base bid and Bid Alternate #1 to Tri State Construction and indicated that they would only proceed with awarding Bid Alternate #2 if Worthington Public Utilities (WPU) agreed to pay the additional cost. Tri State has agreed to honor their price for Bid Alternate #2 (\$20,521) until the City Council meets again on March 25.

After receiving details regarding the 4,800 watt, 16-panel solar component that was included in the bid, Mr. Hain conducted an analysis of the comparative value of the installation which yielded the following results:

	<u>Per Watt</u>	<u>Electricity Cost Over Next 20 Years</u>
Bid Alternate #2 (\$20,521)	\$4.28	\$0.1714/kWh
Low Bid for Bid Alternate #2 (\$15,600)	\$3.25	\$0.1303/kWh
Average Contractor-installed Cost	\$3.20 to \$3.50	-----
Staff Installed Project (Detroit Lakes, MN)	\$2.46	\$0.0986/kWh

After a lengthy discussion, staff and Commission agreed that while the new Centennial Park Beach Bathhouse may provide a good location for a solar project, the cost for proposed solar component installed as part of this project is too high and WPU would be better off considering the site for a solar installation outside of the scope of the building construction.

As a result, a motion was made by Commissioner Ten Haken, seconded by Commissioner Hayenga and unanimously carried not to participate financially in the award of Bid Alternate #2 but to maintain the option of considering the site for a solar installation outside of the scope of the building construction.

## **MISSOURI RIVER ENERGY SERVICES 54<sup>th</sup> ANNUAL MEETING**

Missouri River Energy Services will be holding their 54<sup>th</sup> annual meeting on May 8-9, 2019, at the Sioux Falls Convention Center. Commission members were asked to let Deb Scheidt, Administrative Secretary, know whether they are able to attend.

## **WATER AND LIGHT COMMISSION APPOINTMENT**

Scott Hain, General Manager, reported that Commissioner Harmon's first full term on the Water and Light Commission expires on March 31, 2019, and the City Council approved his reappointment to a second term at their March 11, 2019, regular meeting. Commissioner Ten Haken's first full term also expires on March 31, 2019. Commissioner Ten Haken has indicated his intention to spend the winter months of January, February and March in warmer climates which has raised some concerns with the City Council and it doesn't appear as though there would be the votes needed to support his reappointment to a second term.

Commissioner Hayenga questioned whether Commissioner Ten Haken could participate in Water and Light Commission meetings remotely via interactive television or audio. Mr. Hain

stated that he has investigated the state statues regarding remote participation via both interactive television and audio participation and is seeking advice on what requirements would need to be met for different governing bodies. Commission members and staff were in agreement that remote participation during Water and Light Commission meetings deserves further discussion regardless of what decision City Council makes. Commissioner Weg stated that she would hate to see all that knowledge walk out the door and would like the Council to consider remote participation.

In the meantime, Mr. Hain encouraged Commission members to provide Deb Scheidt, Administrative Secretary, with the names of anyone interested in serving on the Water and Light Commission. Those names will be presented to the Nominating Committee for consideration at their March 22 meeting.

### **COMMISSION COMMITTEE REPORTS**

Commissioner Weg reported that all Shopko stores will be closing by June 2019.

Commissioner Hoffmann summarized information included in an American Public Power Association publication on the plunge in proposed coal generation.

### **GENERAL MANAGER REPORT**

The General Manager had nothing additional to report.

### **ADJOURNMENT**

A motion was made by Commissioner Ten Haken, seconded by Commissioner Weg and unanimously carried to adjourn the meeting at 4:32 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission



**Worthington HRA Regular Board Meeting  
February 26, 2019  
819 10<sup>th</sup> Street, Worthington, MN**

Board Members Present: Bridget Huber, Marty Rickers, and Alan Oberloh

Excused Absence: Lori Bristow, Lyle TenHaken

Staff Members Present: Randy Thompson, HRA Executive Director

Others Present: Jason Brisson – City of Worthington, Director of Community & Economic Development

Marty Rickers, Board vice-chairman called the meeting to order at 5:23 P.M

**APPROVAL OF THE AGENDA:** A motion was made by Alan Oberloh to approve the agenda with one addition to the agenda. The addition to the agenda was the Bridges to Bridges Program. The motion was seconded by Bridget Huber. The Motion Passed. Motion 02262019-A

**APPROVAL OF MEETING MINUTES:** A motion was made by Bridget Huber to approve the minutes from the board meeting held on January 29, 2019. The motion was seconded by Alan Oberloh. The Motion Passed. Motion 02262019-B

**BRIDGES TO BRIDGES PROGRAM:** The Bridges to Bridges Program is sponsored by the MN Housing Finance Agency. The Bridges Rental Assistance Program provides housing assistance for people with very low incomes and mental illness while they wait for a Housing Choice Voucher or other rental subsidy opportunities. Eligible uses for Bridges Funding include temporary rental assistance payments and security deposits paid directly to the landlords on behalf of qualified participants. The Kandiyohi County Housing and Redevelopment Authority does operate the Bridges Program in most of Southwest and West Central Minnesota to include the 7 counties which the Worthington HRA services for Section 8. Kandiyohi County does make application for the funding directly to the MN Housing Finance Agency and does include the 7 counties of SW Minnesota in the funding a request. As part of this agreement between the Worthington HRA and the Kandiyohi County HRA a board resolution must be approved by the Worthington HRA authorizing the Kandiyohi County HRA to administer the program in the 7 County area served by the Worthington HRA. A Motion was made by Alan Oberloh to Authorize the Kandiyohi County HRA to operate the Bridges Rental Assistance Program in the counties of Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles and Redwood on behalf of the Worthington HRA in the Section 8 Jurisdiction of the Worthington HRA. The Motion was seconded by Bridget Huber. The Motion Passed. Motion 02262019-C

**BILLS PAYABLE:** The bills payable for the period of January 29, 2019 thru February 26, 2019 were presented for approval. The bills paid included: Prairie Acres Account \$2,509.02, Management/Levy Account \$193.25, The Rising Sun Estates Account \$37,144.19, The Public Housing Account \$40,024.66.

**FINANCIAL STATEMENT REVIEW:** The board reviewed the January 31, 2019 statements for Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. The board also reviewed the December 31, 2018 financial statements for Public Housing and Section 8. The Public Housing and Section 8 statements were prepared by the Accounting Firm, Hawkins & Ash CPA's. **The December 31, 2018 Statements for Section 8 and Public Housing were completed in Finalized YEAR-END FORMAT as of December 31, 2018.** The board also reviewed the internally prepared dashboard statements for December 31, 2018 which provides a recap of the monthly and year to date financial information as prepared by the Hawkins & Ash CPA Accounting firm. A Motion was made

by Bridget Huber to Approve the Bills Paid from all accounts as presented and to approve the December 31, 2018 statements in FINALIZED YEAR-END FORM AS OF December 31, 2018 for Public Housing, and Section 8. Also included in the motion was to approve the in-house statements for January 31, 2019 for Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Alan Oberloh. The Motion Passed. Motion- 02262019-D

EXECUTIVE DIRECTORS UPDATES: Director Thompson provided the following information to the board:

- Thompson informed the board that the cargo elevator continues to have problems. Elevator repairs on both elevators are scheduled to begin on March 18, 2019 to address the faulty control panels and relays.
- Thompson informed the board that he has now met with three of the Section 8 Counties to include, Cottonwood, Jackson, and Murray County. Lincoln and Redwood County meetings will be coming up in March and April. The meetings with the county commissioners are a result of the letter that was sent in early January of 2019 to make a financial request of each of the counties to help offset the administrative funding shortfall that the agency experienced in 2018.
- Thompson informed the board that the new Bus service being offered by SMOC has started and the bus is making regularly scheduled stops at the Atrium Hi-Rise. This is a needed service that does provide additional transportation options for Atrium tenants that do not own an automobile. The service has been well received to this point, although the amount of usage by atrium residents does appear to be rather light at this time as the residents are getting accustomed to the schedule and the route of stops in town. The cost to ride the bus is \$1 for each trip.

FUTURE BOARD MEETING DATES: The board discussed future board meeting dates. The March board meeting will be held on Tuesday March 26, 2019 at 5:15 p.m. at the Atrium Community Room. The April 2019 board meeting will be held on Wednesday, April 24, 2019 at 5:15 p.m. at the Atrium Community Room. Having No Further business to discuss the Board vice-chairman Marty Rickers called for a motion to adjourn the meeting. A Motion to Adjourn the meeting was made by Alan Oberloh. The Motion was seconded by Bridget Huber. The Motion Passed. The meeting was adjourned at 6:15 p.m.

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

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

Worthington Area Convention and Visitors Bureau  
Board of Directors Meeting  
February 27, 2019  
Chamber of Commerce/CVB Office  
4:48 P.M.

Present: Nancy Vaske, Chad Cummings, Nicholas Raymo, Brad Meester, Ryan McGaughey, Brian Wind, Maria Thier, Len Bakken, Stacy Fricke, Aaron Kinser, Maria Parga, Gwen Post, Darlene Macklin and Alicia Jensen.

Excused Absence: Jessica Noble, Alyssa Benson and Vieng Harvey.

Chair of the Board, Ryan McGaughey presiding.

A motion was made by Nicholas Raymo, seconded by Maria Thier, and passed unanimously to approve the agenda as presented.

A motion was made by Chad Cummings, seconded by Nancy Vaske, and passed unanimously to approve the minutes of the December 19, 2018 meeting.

A motion was made by Brad Meester, seconded by Brian Wind, and passed unanimously to accept the December, 2018 and January, 2019 financial statements.

Audit Review: A letter of intent has been received from Drealan Kvilhaug Hoefker & Co PA. It was the consensus of the board to continue services with this company.

2019 Committee Assignments: The list of committees was reviewed and board members were assigned to a committee.

Committee Reports: Marketing/Hotel – 2018 advertising was reviewed. Will have a digital marketing review at the next meeting.

Sports & Recreation – Pool tournament will be at the Worthington Event Center March 7<sup>th</sup> -9<sup>th</sup>. Wild Turkey Shoot-out is March 16<sup>th</sup>.

Board of Directors Meeting Continued, Page 2

Winterfest – Due to the weather the Chili Cook-off was moved to Saturday. The Deep Freeze Dip was postponed with a make-up date still pending. Outdoor activities were cancelled due to the weather.

Sponsorships: Windsurfing Regatta & Music Festival - \$3,500 was given last year. They will be hosting the Nationals this year so more funds are needed. \$3,500 was included in the 2019 budget.

International Festival - \$1,000 was given last year. \$1,000 was included in the 2019 budget.

A motion was made by Brad Meester, seconded by Brian Wind, and passed unanimously to approve a \$3,500 sponsorship for the Windsurfing Regatta & Music Festival and a \$1,000 sponsorship for the International Festival. If the Windsurfing Regatta & Music Festival would need more funds they are encouraged to come back to the board with a request.

City Report: They have been visiting with legislators as much as possible. The local option sales tax will go before legislators in June. If approved, the first project will be the field house. There is discussion of Community Education being included in the project but no official action has been taken. The other projects will be staggered. ATV regulations have been approved. There is a land option for the spec building which will house the movie theater.

Next Meeting: The next meeting of the Board will be held on March 27, 2019.

A motion was passed unanimously to adjourn the meeting at 5:15 P.M.

Respectfully Submitted,

Darlene Macklin  
Executive Director



**MEMBERS PRESENT:** Chairman Mike Kuhle, Commissioners Rick Anderson, Bob Byrnes, Miron Carney, Bill Crowley, Keith Elbers, Eriann Faris, Stacie Golombiecki, Lori Grant, Donna Gravley, Daryl Hanenburg, Eric Hartman, Eloise Hauschild, Tom Hoff, Dennis Klingbile, Myron Koets, Bruce Kooiman, Hartwin Kreft, Paul Langseth, Ann Orren, Richard Peterson, Sherri Thompson, Mic VanDeVere, Bob Van Hee, Don Wachal, Carol Wagner, Shanda Walker and Matt Widboom

**MEMBERS ABSENT:** Commissioners Mike Davis, Daryl Hanenburg, Dennis Klingbile, Ron Skjong, Jane Steffen and Alternate Nora Murphy

**GUESTS PRESENT:** Jerry Wagner

**STAFF PRESENT:** Executive Director Jay Trusty, Dianne Crowley, Annette Fiedler, Max Kaufman, Robin Weis and Jessica Welu

### **CALL TO ORDER**

Chairman Mike Kuhle called the meeting to order at 3:35p.m. with the Pledge of Allegiance followed by introductions.

### **AGENDA ADDITIONS/APPROVAL**

Chairman Kuhle announced the following agenda additions. In Commissioner Appointments: Appointment of Dennis Welgraven, representing Murray County Commissioners. Following the Consent Agenda, the addition of Contracts: Falcon Development Corporation.

M/S/P Motion made by Commissioner Carney and seconded by Commissioner Langseth to approve the agenda with the additions as noted. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

### **COMMISSIONER APPOINTMENTS**

Chairman Kuhle announced the following appointments to the Commission: Eriann Faris, representing Southwest Minnesota Private Industry Council (2-year term), Shanda Walker, representing Southwest Center for Independent Living (2-year term), and Dennis Welgraven, representing Murray County Commissioners. Introductions by new Commissioners followed.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Crowley to approve the new SRDC Commissioner appointments as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

### **CONSENT AGENDA**

M/S/P Motion made by Commissioner Hauschild and seconded by Commissioner Langseth to approve the following consent agenda items: November 8, 2018 Full Commission

Meeting Minutes, December 13, 2018 Board of Directors Meeting Minutes, and the 2019 NADO Annual Membership Dues. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

## CONTRACTS

Economic Development Director Robin Weis referred Commissioners to their handouts detailing the contract with Falcon Development Corporation. Commissioner questions regarding Community Development Block Grants (CDBGs) were answered.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Byrnes to approve the contract with Falcon Development Corporation. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

## FINANCE REPORT

SRDC Treasurer Donna Gravley referred Commissioners to the handouts for the December Receipts & Expenditures Report and Treasurer's Report. Treasurer Gravley reported that no formal FY2019 mid-year budget revision will be needed.

M/S/P Motion made by Commissioner Hartman and seconded by Commissioner VanDeVere to approve the December Receipts & Expenditures Report and Treasurer's Report as provided. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Finance Director Dianne Crowley referred Commissioners to the Administrative Report in their handouts. Revenues are above budget for the first half of the year. Additional funding sources will be needed for the second half of the year to alter the negative impact at the end of the year. Discussion followed.

M/S/P Motion made by Commissioner Langseth and seconded by Commissioner Koets to approve the Administrative Report as provided. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

## PROJECT REVIEWS

There were no projects reviews received for Commissioner consideration.

## COMMITTEE AND STAFF REPORTS

### A. Audit Committee Report

Committee Chair Donna Gravley reported that the Audit Committee met with Danielle Berg and Richard Holmberg on December 19<sup>th</sup> to review the FY2018 audit report. The auditor's report expresses an unmodified opinion on the SRDC financial statements. The SRDC was determined to be a low-risk auditee. There were no findings or questioned costs reported. Executive Director Jay Trusty provided a recap of the year.



M/S/P Motion made by Commissioner Grant and seconded by Commissioner Langseth to accept the SRDC FY2018 Audit Committee Report as presented. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

B. Development Report

Economic Development Director Robin Weis referred Commissioners to the meeting packet which contained staff summaries/updates. An annual CEDS update was submitted on 12/31/18. Weis noted changes made to the CEDS: Social Capital was changed to Equity and Inclusion, Natural Resources and Water Quality were combined, and Transportation and Active Transportation were combined. Weis also reported on the EDA Grant due 1/11/19. The Region met four of the Special Needs criteria: 1. Outmigration 2. Population Loss 3. Federal Disaster and 4. Business Closures. A resolution is required as part of the grant submission.

M/S/P Motion made by Commissioner Kreft and seconded by Commissioner Wachal to approve the EDA Grant Resolution as presented. Upon Vote taken: Ayes-25, Nays-0. Motion Carried.

Economic Development Director Weis highlighted the following: Applications for the Good Food Access Program Equipment & Physical Improvement Grant are due January 17<sup>th</sup>; LYFT Career Pathways will offer a local workshop on February 20<sup>th</sup> at truShrimp in Balaton—the training will encourage partnerships between schools and industry; and the Minnesota Office of Broadband's state-wide broadband benchmarking initiative, CheckSpeedMinnesota.

Development Planner Max Kaufman provided an update on All-Hazard Mitigation Plans for Cottonwood, Murray, Lincoln, Pipestone and Redwood counties. All plans are in the Draft Plan Finalization phase. Once plans are finalized, they will go into public hearing phase.

Physical Development Director Annette Fiedler updated Commissioners on the following: Lincoln County Zoning Code update; Murray County Zoning Ordinance; the next Solid Waste Commission meeting scheduled for January 28<sup>th</sup>; the next RMEB meeting scheduled for January 28<sup>th</sup> which will include two speakers who will discuss RUTE, a precast foundation technology for Wind Energy Conversion Systems (WECS) and Aircraft Detection Lighting Systems (ADLS); and a CERT update that included an outreach initiative for free CEE Business Energy Audits in Murray County Xcel Energy communities. Fiedler also noted that clothing recycling boxes have been removed in Luverne. Discussion followed.

C. Legislative Report

Committee Chair Miron Carney reported on the Legislative Committee meeting held earlier this afternoon. The 2019 legislative priorities were presented: 1. Fund Implementation of the Recommendations of the Legislative Task Force on Access to Affordable Childcare 2. Support for the Expansion of Broadband Access 3. Workforce Issues 4. Other Legislative Issues of Importance as outlined by the Committee.

M/S/P Motion made by Commissioner VanDeVere and seconded by Commissioner Hauschild to accept the SRDC 2019 Legislative Priority Issues as recommended. Upon vote taken: Ayes-25, Nays-0. Motion Carried.

Committee Chair Carney stated that the Legislative Committee discussed setting its first legislative meeting with Governor Walz and then meeting with area legislatures. A date has not yet been set. Discussion of legislative priorities followed.

D. Revolving Loan Fund

RLF Committee Chair Bob Byrnes referred Commissioners to the RLF report in their meeting packets. Funds are currently available in the approximate amount of \$240,000, including January payments received. Staff is currently working on potential applications. Byrnes provided a brief history of the RLF, the RLF was initially funded with money from the federal Economic Development Administration (EDA), with matching funds from the SRDC, the Minnesota Department of Trade and Economic Development (currently known as DEED), the Counties and the Southwest Initiative Foundation. Also noted were two changes to the RLF Committee effective January 1<sup>st</sup>: Kurt Richardson from Currie State Bank replacing Wanda Daniels and Eric Hartman as the SRDC representative replacing Sherri Thompson.

PACE

Economic Development Director Robin Weis referred Commissioners to their meeting packet for an update on the Property Assessed Clean Energy (PACE) Program. Funds are currently available in the approximate amount of \$107,194 (ARRA Funds only). Interest rates are at 4%. Appropriation requests have gone out and it is expected that much of the REED loan will be paid back prior to January 2019 month end. Energy audit assistance has been helpful in generating interest for PACE and energy efficiency in general.

E. Transportation Report

Transportation Committee Chair Mic VanDeVere referred Commissioners to their meeting packets for the Transportation Report. ATP 7 and ATP 8 are both scheduled to meet on March 8<sup>th</sup>. ATP 7 last met on January 4<sup>th</sup>—several legislators were present and the ATP discussed transportation issues. A discussion of the ATP meeting followed.

Physical Development Director Annette Fiedler noted that there is one project in ATP 7 that needs a regional rating before February 20<sup>th</sup>. If there is no other business, staff is recommending the regional rating be done through consensus via email. A Committee meeting will need to be scheduled between March 18 and April 5 to review and make recommendations on the transportation work program and to hold the public meeting on the ATP 7 and 8 draft ATIPs.

Development Planner Max Kaufman provided an update on District 7 Manufacturers Studies—staff are assisting with interviews; the upcoming CAV workshops on January 16<sup>th</sup> in Mankato and February 28<sup>th</sup> in Marshall; Active Living Plans and TZD/Safe Roads for Cottonwood/Jackson. Three DPC meetings will be held for the Greater Minnesota Regional Parks and Trails Commission and a district-wide mapping effort is being undertaken. Kaufman also reported that Round Lake-Brewster did not apply for planning assistance for their Elementary/Middle School, therefore there will be no SRTS applications for the region for the year.

F. Executive Director's Report

Executive Director Jay Trusty reported on current activities, including the upcoming MADO Executive Directors meeting in Morris, the Friends in the Field presentation on January 9<sup>th</sup>, the



Highway 60 Ribbon Cutting, the upcoming SRDC Orientation Workshop on February 2<sup>nd</sup>, and the Rural Minnesota Broadband Coalition. Discussion followed.

G. Chairman's Report

Chairman Mike Kuhle reported that the Highway 60 Ribbon Cutting and the Lewis and Clark Regional Water System connection event which took place in Worthington the same week were prime examples of what can get done when people work together. A discussion of the projects followed.

**UNFINISHED BUSINESS**

No discussion.

**NEW BUSINESS**

No discussion.

**OTHER ISSUES**

Chairman Kuhle announced that Lincoln, Lyon and Murray County Delegations will need to caucus prior to the March Full Commission Meeting to determine their representative (three year terms) on the SRDC Board of Directors.

**ANNOUNCEMENTS**

Chairman Kuhle referred Commissioners to the announcements included on the agenda.

SRDC Commissioner vacancies exist from the following representation: Cottonwood County Municipalities, Cottonwood County Townships, Lyon County Municipalities and Redwood County Municipalities.

**ADJOURNMENT**

Chairman Kuhle adjourned the meeting at 5:10 p.m.

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**APPROVAL OF MEETING MINUTES**

Meeting Minutes prepared by Jessica Welu, SRDC Communications Specialist.

Reviewed by:

Hartwin Kreft  
SRDC Secretary

Approved by:

~~Mike Kuhle~~ - Myron Koets  
~~SRDC Chairman~~ SRDC VICE CHAIRMAN

## NEON Minutes

January 10, 2019, Biotechnology Advancement Center

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

### Carp Control in Lake Okabena:

Dan Livdahl/Okabena-Ocheda Watershed District presented on Common Carp Population Management in Lake Okabena.

- Carp – high population in Lake Okabena which reduces water clarity and prevents aquatic plant growth. The results of two surveys show a carp biomass approximately three times higher than the goal for good water quality.
- Estimated \$52,000 for the first year to “sain” the lake.
- If successful, it will bring back aquatic plant growth, measurably less algae in the lake.
- Will be implementing a project in spring of 2019 where radio tags will be implanted into 15 carp and will be tracked to gather information on the carp in Lake Okabena.

Dan also answered questions on the following:

- Lake Ocheda: Looking at drawing down the lake. The lake is high in oxygen. Drain 2 feet off at the dam. If we have a cold winter, it will freeze the lake to the bottom. Rebuild the dam (\$300,000) and hope for a freeze out. There is a plan in place to do this.
- Buffalo fish is a native fish so it is not an invasive species. These actually eat the algae so they help with the lake.
- Islands: removes .5 lb of phosphorus/year, we need to remove 45 lbs. phosphorus/year. They create some fish and bird habitat.
- Storm Water ponds
- All efforts do a little bit of good but we have 100 years of damage.
- Prairie View Project: sand filter was not clean enough so sand left the pond, the sand filters have been repaired and will be functioning this year. Huge rain storm washed out the rip rap, it has been repaired as well. Hopeful this year it will all work. Water quality has improved as it still washed out a lot of sediments.

### 2019 Meeting Dates:

As there are a number of conflicts for 2019 with the second Thursday of each month, it was decided to move the monthly NEON meetings to the first Thursday of every month.

### Around the Table:

Linden Olson/District 518: Progress has been made slowly on the Gymnastics/ALC Facility. Communications Director will start on January 14<sup>th</sup>. Referendum is on the ballot in February.

Don Linssen/Nobles County: no report.

Doug Knuth/City of Round Lake: Feed mill construction is going good. Fire Department/Rescue Squad is going to tour on Saturday in preparation if there was an

emergency. On Que Barbeque-Jody's Restaurant is going good, serving a lot of lunches and supper a few nights a week. 5-9 Wednesday, Thursday, Friday nights. Lunch is 11-1, M-F. Located in the old liquor store. Someone did look at the Sunset Grill as possibly reopening it.

Wally Habben/City of Round Lake: No report.

John Landgaard/District 518: Fast Fact Sheet for the Referendum. District Website has all of the information for the referendum. There is a tax calculator to calculate the estimate of your property. \$32,000,000 request to taxpayers. The board has committed to pay anything above that. The current board has committed to keeping the high school a high school. The cost went up \$1.4 million since the last referendum. Square footage: student per square foot statistic, when you compare to schools similar to our district we are low. Trying to help people understand the facts. One site location to vote: Lakeside Church. Absentee voting is open now. Learning Center/Gymnastics Center, progress is slow, hopefully by the end of the month the roof will be put on, goal is June 1 for completion. Property value taxes, Worthington District was third from the bottom for lowest taxes in comparable districts. If anyone has a group of people or an organization, the District is willing to come and talk/present to you.

Larry Janssen/City of Worthington: No report.

Rod Sankey/Citizen: Need more homes in the city/county to increase population and keep people working in Worthington.

Gary Ewert/Heron Lake Watershed: Cover crop meeting on January 25, 9:00 a.m., at Heron Lake Community Center. Clean water fund received \$61,500 grant from BOWSER clean water fund.

Robert Demuth Jr/Nobles County: SW Mental Health Center Meeting in Luverne, there has been an increase in Farmer's Stress. Avera has increased their efforts to help deal with Farmer's Stress. Change in medication, counseling available.

Julie Foote/MVTV Wireless: part of Worthington Chamber Retail Committee, police department came in and presented on the recent break ins, gave a checklist of things to reduce your chances of being robbed, key sheet-officers will check businesses and notify them if a door is unlocked or suspicious activity. Rail to Road project is progressing.

Cheryl Janssen/Seward Township: No report.

Tom Johnson/Nobles County: Mental Health Center Grant Application was submitted, no match is required if we receive the grant. Tax forfeited property sale date is scheduled for February 19. There has been some interest to meet with the Legislature and MPCA regarding losing TruShrimp in Luverne and what can be changed so we can attract businesses. Reading Sewer Project-36 properties that are out of compliance. Permitting process with MPCA takes too long and projects are put on hold or canceled; it is having a major impact.

Next Meeting:

February 7, 2019

5:30 to 7:00 PM

BioTechnology Advancement Center, 1527 Prairie Drive, Worthington, MN 56187

The meeting adjourned.

**Planning Commission/Board of Appeals Minutes  
 April 2, 2019**

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

Members Present: Andy Berg, Amy Ernst, Chris Kielblock, Rhina Resendez,  
 Ben Weber, Amy Woitalewicz  
 Members Absent: None  
 Staff Present: Jason Brisson, Director of Community/Economic Development,  
 Angela Thiner, Secretary  
 Others Present: Kari Benson Veen, Darin Veen, Cherry Schnoor, Leah Ward, Carl Nagel, Nancy  
 Denise Erwin

**Approval of Minutes**

Amy Ernst made a motion to approve the minutes of the March 5, 2019 Planning Commission meeting. Chris Kielblock seconded the motion and it passed unanimously.

**Election of Officer Positions**

Amy Ernst motioned to elect Chris Kielblock as Chairperson of the Planning Commission. Rhina Resendez seconded the motion and passed unanimously.

Chris Kielblock nominated Amy Woitalewicz as Vice Chairperson of the Planning Commission. The motion was seconded by Rhina Resendez and passed unanimously.

**Public Hearing and Recommendation to City Council**

**Change of Zone / Variance – KC Properties**

KC Properties is requesting a change of zone for property they own at 1790 Collegeway from its current R-4 – Medium Density Residential designation to R-5 – Multi-Family-Medium and High Density. If approved the applicant intends to construct a 16-unit, 8,350 square foot memory care expansion of the Golden Horizon Assisted Living Facility. The maximum building coverage in the R-4 district is 30%. The proposed construction would increase the building coverage to 36.6%. Maximum building coverage in the R-5 district is 50%. After staff's summary of the request, Staff recommended that both case items 1 & 2 be reviewed together since they were pertaining to the same property.

KC Properties has submitted a application for a variance for property they own at 1790 Collegeway. If approved, the variance would allow the applicant to construct a 16-unit, 8,350 square foot memory care expansion unit up to 5 feet into the required front yard, up to 10 feet into the required rear yard, up to 5 feet into the required west side yard and up to 8 feet into the required east side yard. The applicant has requested a change of zone to R-5 which would change the required setbacks to the following:

Front yard: from 15 feet to 20 feet

Rear yard: from 20 feet to 30 feet

Side yard: from 10 feet to 15 feet

According to the Schedule of Density, Area and Bulk Requirements the maximum building coverage and

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

height requirement would change from R-4: 30% max building coverage; 40 feet max height requirement (or 3.5 stories whichever is less) to R-5: 50% max building coverage and no max height requirement.

Staff concluded that since there are no height requirements in the R-5 district, the setback requirements are greater than those of the R-4 district. With that being said, staff is recommending approval of a variance to encroach up to 5 feet into the front yard setback, up to 10 feet into the rear yard setback and up to 5 feet into each side yard with the condition that the building remain one story.

Amy Woitalewicz questioned what would happen to the variance request if Council approved the change of zone. Staff explained if the change of zone were denied, the setbacks for the variance would match those of the R-4 district.

Ben Weber discussed the 3-factor practical difficulties test.

Chris Kielblock opened the public hearing. Cherry Schnoor, Administrator RN of Golden Horizons, spoke about the garage/storage shed options included with the map provided to Commissioners as Exhibit 1c. Cherry stated the property owner wanted to note that the storm sewers would be installed near the wetland area. In response from Commissioner Woitalewicz, Cherry stated the proposed expansion would include 16 additional units. With no further discussion, Amy Woitalewicz made a motion to close the public hearing. Ben Weber seconded the motion and it unanimously passed.

There was no additional discussion. Ben Weber moved to recommend approval of the change of zone. Amy Woitalewicz seconded the motion and it passed unanimously.

Staff stated the decision of the Planning Commission would be forwarded to City Council for consideration at the April 8, 2019 meeting.

Amy Woitalewicz made a motion to approve the variance as presented by staff. Rhina Resendez seconded the motion and it unanimously passed.

Jason Brisson stated that the decision of the Planning Commission would be considered final after a seven day waiting period unless an appeal is filed.

### **Public Hearing and Planning Commission Recommendation** **Conditional Use Permit - Carl Nagel**

Chairman Kielblock opened the public hearing. Mr. Nagel has submitted a conditional use permit application for property owned by Brian Nielsen directly south of 555 Kragness Avenue. Approval would allow the applicant to operate a 477 square foot warehouse on the subject property. Currently, Mr. Nagel, operates a 432 square foot legally nonconforming warehouse on the subject property. Due to its legally nonconforming status, any expansion must meet the current zoning requirements for the zoning district. B-3 is the zoning classification of the subject property. Warehousing is permitted in the B-3 district through the issuance of a conditional use permit. Staff explained that through conversations with the applicant the amount of traffic generated due to the warehouse would qualify as low volume occasional use.

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

There were no questions for staff. Carl Nagel explained that he works for Deli Express and once a week a semi brings a load to the existing trailer plus he drives to the site once per day in his vehicle.

Brian Nielsen, subject property owner, stated the current trailer is 48' long and they are changing them all to 53' in length.

In response to questions from Kari Benson, Carl stated the location of the new trailer will remain the same, it will just be longer. Staff explained that any changes to the site plan would require staff approval.

With no additional discussion Amy Ernst made a motion to close the public hearing. Ben Weber seconded the motion and it passed unanimously.

Ben Weber moved to recommend approval of the conditional use permit with the following conditions as presented by staff:

1. The development maintain compliance with City Code Chapter 97 governing abandoned and inoperable vehicles;
2. The development maintain compliance with City Code Section §155.042 governing parking and loading spaces; and
3. If at any time the development no longer meets the qualifications of a low volume occasional use, the required hard surfacing is installed within one year as outlined in City Code Section §155.042.

Andy Berg seconded the motion and it unanimously passed.

Staff stated the Planning Commissions recommendation would be forwarded to City Council for consideration at the April 8, 2019 meeting.

### **Other Business**

#### **Next Meeting**

The next regularly scheduled Planning Commission will be held on Tuesday, May 7, 2019.

### **Training Discussion**

Staff discussed Commissioners attending a professional training held locally. The dates will be discussed after all Planning Commission spots have been filled.

### **Adjournment**

As there was no further business before the Planning Commission, Chris Kielblock adjourned the meeting at 8:01 p.m.

Angela Thiner  
Secretary

## ADMINISTRATIVE SERVICES MEMO

**DATE:**        **APRIL 4, 2019**

**TO:**            **HONORABLE MAYOR AND CITY COUNCIL**

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

### CASE ITEMS

**1.    SECOND READING PROPOSED ORDINANCE - TEXT AMENDMENT TO REMOVE "L-ZONED" PROPERTIES FROM CERTAIN PROVISIONS OF CITY CODE SECTION § 155.145 (B)(2)(b)(5)**

Pursuant to published notice this is the time and date for a second reading of a proposed ordinance for a text amendment to remove "L - Zoned" properties from certain zoning provisions of City Code Section § 155.145 (B)(2)(b)(5). ) as follows:

*Section 1.*

*Title XV, Chapter 155.145, Section (B)(2)(b)(5) of the Worthington City Code is hereby amended to read as follows:*

*The structure or facility must not be designed or used for human habitation and, with the exception of "L" - Lakeshore zoned properties, must not contain water supply or sewage treatment facilities;*

Adoption of the ordinance would allow for water supply and sewage treatment facilities in water oriented accessory structures on "L-Zoned" properties. A complete copy of the proposed ordinance was included in your March 25, 2019 Council agenda packet.

Council action is requested to give a second reading to the proposed ordinance, noting that a two-thirds vote is required to move the ordinance forward.

**2.    DESIGNATION OF OFFICIAL CITY REPRESENTATIVE TO CUERO, TEXAS FOR 2019 TURKEY FEST AND AUTHORIZATION FOR REIMBURSEMENT OF EXPENSES**

The Chamber of Commerce has requested that the City Council designate a member of the Council as the official representative to Cuero, Texas for their 2019 Turkey Fest so they can

Administrative Services Memo

April 4, 2019

Page 2

obtain better pricing for travel arrangements. Turkey Fest is scheduled for October 11-12, 2019, and the travel dates will be October 10<sup>th</sup> to Cuero and October 14<sup>th</sup> back to Worthington. 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, Cuero, Texas, and such other destinations that have a historical partnership/significance to the City.” Council Member Cummings represented the City of Worthington in Cuero in 2018.

**Council action is requested** to designate an official representative to Cuero, Texas in October 2019, and to authorize reimbursement of his/her expenses



## PUBLIC WORKS MEMO

**DATE: APRIL 04, 2019**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CASE ITEM

#### **1. AUTHORIZE EXECUTION OF AIRPORT FARM LAND LEASE**

The current rental lease for the 319 acres of agricultural land at the Worthington Municipal Airport was set to expire on February 28, 2020. On January 21, 2019 the current lessee informed staff that they would not be fulfilling the complete terms of the lease. After consulting with our City Attorney, proposals were requested for a new 2 year lease of this agricultural land.

Staff contacted area renters and advertised in the local newspaper, requesting proposals for this property. Sealed proposals will be opened at 11am on April 8<sup>th</sup>. Council will receive the proposed rental amounts and staff's recommendation before the April 8<sup>th</sup> council meeting.

Included in your packet is a copy of the new proposed lease (*Exhibit 1*) showing the new term. Staff will be recommending awarding a 2 year lease commencing on April 15, 2019 and ending on February 28, 2021, and to authorize the Mayor and City Clerk to execute the new lease on behalf of the City of Worthington. This lease has been reviewed and approved by our City Attorney.

**Council Action is requested to approve the new Airport Agricultural Land Lease and have the Mayor and City Clerk sign any necessary paperwork.**

#### **2. AUTHORIZE EXECUTION OF HIGHWAY 59 FARM LAND LEASE**

The current rental lease for the 63 acres of agricultural land at the Highway 59 West Industrial Park was set to expire on February 28, 2020. On January 21, 2019 the current lessee informed staff that they would not be fulfilling the complete terms of the lease. After consulting with our City Attorney, proposals were requested for a new 2 year lease of this agricultural land.

Staff contacted area renters and advertised in the local newspaper, requesting proposals for this property. Sealed proposals will be opened at 11:30am on April 8<sup>th</sup>. Council will receive the proposed rental amounts and staff's recommendation before the April 8<sup>th</sup>

council meeting.

Included in your packet is a copy of the new proposed lease (***Exhibit 2***) showing the new term. Staff will be recommending awarding a 2 year lease commencing on April 15, 2019 and ending on February 28, 2021, and to authorize the Mayor and City Clerk to execute the new lease on behalf of the City of Worthington. This lease has been reviewed and approved by our City Attorney.

**Council Action is requested to approve the new Highway 59 Agricultural Land Lease and have the Mayor and City Clerk sign any necessary paperwork.**

## **AIRPORT AGRICULTURE LEASE**

This lease, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2019, at Worthington, Minnesota, by and between the City of Worthington, a municipal corporation organized under the laws of the State of Minnesota, hereafter known as the Lessor, and \_\_\_\_\_ hereafter known as the Lessee.\_

### **WITNESSETH:**

Lessor, in consideration of the payment of the rent hereinafter specified to be paid by the Lessee, and the covenants and agreements herein contained, does hereby lease, demise and let unto Lessee, the farmland portrayed on Exhibit "A" and legally described on Exhibit "B", both of which are attached hereto and made a part hereof as if fully set forth herein.

Term of Lease. The term of this Lease shall commence on April 15, 2019, and shall end on February 28, 2021, unless sooner terminated in accordance with the terms of this agreement.

Payment of Rent. Rent shall be payable in cash at the office of the City Clerk for the above period.

Amount of Rent. The lessee shall pay the City of Worthington \$\_\_\_\_\_ annually for the 319 acres of farmland described in this lease. The first lease payment shall be paid in one annual payment on April 15, 2019 and the second annual payment on or before March 1<sup>st</sup>, 2020.

Assignment of Lease. Lessee may not assign this Lease or sublet all or any part of the above-described real estate without the prior written permission of Lessor.

Non-interference with Airport: The Lessee shall not use the leased land in a manner that interferes with the safe and efficient operation of the Airport. The decision, as to what interferes with the safe and efficient operation of the Airport, is left to the Cities judgement and discretion. Specifically including, but not limited to the following:

- a. Lessee shall not interfere with the aircraft taking-off, landing or taxiing on the airport facilities.
- b. Lessee shall not leave or store machinery or equipment upon the subject premises without prior permission from the airport manager or designated representative unless such machinery or equipment is being operated by Lessee or his representative at that time.
- c. Lessee shall not use or cross any runway or taxiway or enter into safety areas.
- d. Lessee shall not enter the critical areas of the MALSR System, the Glide Slope, Instrument Landing System (ILS) or VOR system.

- e. Lessee shall lock airport gates upon entering or leaving the premises as appropriate. Lessee shall be provided a key.

Airport Regulations. Lessee shall observe and comply with all federal, state or local laws, ordinances, rules or regulations applicable to the Airport which are now in effect or are hereafter promulgated.

Weed Control. Lessee shall control and maintain the noxious weeds along fence lines and upon the subject premises. The City reserves the right to enter the premises and, pending seven days written notification, spray and otherwise control the weeds and assess the cost of such control to the Lessee if the Lessee does not control the noxious weeds as required.

Waste and Compliance with Laws. Lessee shall not commit, suffer or permit any waste on said property leased. Lessee further agrees to comply with all state and local laws, rules, ordinances and other governmental regulations with regard to pest control, land use, and all other matters.

Good Husbandry. Lessee shall cultivate, fertilize and otherwise farm the premises in accordance with the practices of good husbandry and in accordance with the standard farming practices of the vicinity and to not damage any fences or gates.

Lessee to Provide Notice of Repair Needs. Lessee agrees to inform Lessor of any repairs that may be necessary to maintain premises to be farmed in accordance with standard farming practices. This shall include but not limited to repair of tile lines, inlets and outlets etc.

Damage to Crops by Lessor: Due to the operation of the airport, there are occasions when the leased land is required for development or operation of the Worthington Municipal Airport. In the event that Lessor may damage Lessee's crops the City shall: reimburse Lessee a pro rata share of rent paid; reimburse Lessee for any resulting damage to crops; and shall reimburse Lessee any resulting reasonable expenses.

Expenses of Enforcement. Lessee shall pay to Lessor all cost and expenses, including all legal fees in a reasonable sum, in any action brought by Lessor to recover any rent due and unpaid hereunder, or for the breach of any of the covenants or agreements contained in this lease, or to recover possession of said property, whether such action progresses to judgment or not.

Remedies upon Default. If any rent shall be due and unpaid, or default shall be made in any of the covenants and agreement on the part of the Lessee contained in this lease, Lessor may, at its option at any time after such default or breach, and without any demand or notice to Lessee or to any other person, of any kind whatsoever, re-enter and take possession of said property and remove all persons there from and Lessee waives any legal remedy to defeat Lessors right and possession hereunder.

Assumption of Risk and Indemnification. The Lessee assumes all risk of personal injury, or of death to himself, his employees or anyone lessee allows to enter upon the leased premises and agrees to indemnify and hold harmless the City of Worthington for all such claims, losses, damage and expenses arising out of any such injury or death. Lessee further agrees to name the Lessor as an Additional Insured on Lessees farm liability policy.

Non-Discrimination. Lessee will not discriminate against any person because of race, color, creed, sex or national origin while engaged in the performance of the rights obligations which are the lessees under the terms of this agriculture lease.

Right of Entry. Lessor or his agents shall at all time have access to and use of the leased land.

Quiet Enjoyment. Lessor covenants that Lessee, provided that Lessee complies with the terms and provisions of this Lease, shall peaceably and quietly have, hold and enjoy the premises covered by this Lease.

Security Provisions. As security for the payment of the rents herein specified and the faithful performance of Lessee of all of the covenants of said Lessee in this Lease contained, said Lessee does hereby grant to Lessor a security interest in all crops grown or growing on the leased premises during the term of this Lease and in products and contract rights with respect thereto and all proceeds of each. Upon any default on the part of Lessee in the paying of the rent when due or in performing any of the covenants of this Lease, and at any time thereafter, the Lessor shall have, in addition to all of the rights granted to Lessor by this Lease, all rights and remedies of a secured party under the Uniform Commercial Code or other applicable law, and Lessor may require Lessee to assemble all property and make it available to Lessor at a place to be designated by Lessor that is reasonably convenient to both Lessee and Lessor. Expenses of retaking, holding, preparing for sale, selling, and other expenses of enforcing this security interest and realizing on the collateral, shall be paid by Lessee or deducted from the proceeds of the sale of the collateral. Such expenses shall include the reasonable attorney's fees and legal expenses of Lessor. In the event the sale of the collateral is not sufficient to pay all sums owed by Lessee to Lessor, including the expenses above mentioned, Lessor shall have and retain a claim against Lessee for such unpaid sums.

Termination or Amendment by Agreement. Anything herein contained to the contrary notwithstanding, this lease may be terminated and the provisions of this lease may be, in writing, altered, changed or amended by mutual consent of the parties hereto.

FSA Farm Program. Lessor agrees to and will execute any necessary documents to allow Lessee to enroll in any FSA Farm Programs affecting the leased premises during his term of the lease and Lessee shall be entitled to any payments thereunder.

Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when served personally on Lessor or Lessee, or when made in writing and deposited in the United States mail, registered and postage prepaid and addressed: to the lessee at address stated above and to Lessor: City Clerk, City Hall, 303 Ninth Street, Worthington, Minnesota, 56187. The address to which the notices shall be mailed as to either party shall or may be changed by written notice given by such party to the other, as hereinafter provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

IN WITNESS WHEREOF, the parties hereto have set their hand and seals the day and year in this lease first above written.

NOTARY BLANKS

\_\_\_\_\_, LESSEE

\_\_\_\_\_  
MIKE KUHLE, MAYOR

\_\_\_\_\_,  
JANICE OBERLOH, CITY CLERK

## **HIGHWAY 59 AGRICULTURE LAND LEASE**

This lease, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2019, at Worthington, Minnesota, by and between the City of Worthington, a municipal corporation organized under the laws of the State of Minnesota, hereafter known as the Lessor, and \_\_\_\_\_ hereafter known as the Lessee.\_

### **WITNESSETH:**

Lessor, in consideration of the payment of the rent hereinafter specified to be paid by the Lessee, and the covenants and agreements herein contained, does hereby lease, demise and let unto Lessee, the farmland portrayed on Exhibit "A" which is attached hereto and made a part hereof as if fully set forth herein.

Term of Lease. The term of this Lease shall commence on April 15, 2019, and shall end on February 28, 2021, unless sooner terminated in accordance with the terms of this agreement.

Payment of Rent. Rent shall be payable in cash at the office of the City Clerk for the above period.

Amount of Rent. The lessee shall pay the City of Worthington \$\_\_\_\_\_ annually for the 63 acres of farmland described in this lease. Payment shall be paid in one annual payment on or before April 15, 2019 for the first year of the lease, and on or before March 1, 2020 for the second year.

Assignment of Lease. Lessee may not assign this Lease or sublet all or any part of the above-described real estate without the prior written permission of Lessor.

Weed Control. Lessee shall control and maintain the noxious weeds along fence lines and upon the subject premises. The City reserves the right to enter the premises and, pending seven days written notification, spray and otherwise control the weeds and assess the cost of such control to the Lessee if the Lessee does not control the noxious weeds as required.

Waste and Compliance with Laws. Lessee shall not commit, suffer or permit any waste on said property leased. Lessee further agrees to comply with all state and local laws, rules, ordinances and other governmental regulations with regard to pest control, land use, and all other matters.

Good Husbandry. Lessee shall cultivate, fertilize and otherwise farm the premises in accordance with the practices of good husbandry and in accordance with the standard farming practices of the vicinity and to not damage any fences or gates.



Lessee to Provide Notice of Repair Needs. Lessee agrees to inform Lessor of any repairs that may be necessary to maintain premises to be farmed in accordance with standard farming practices. This shall include but not limited to repair of tile lines, inlets and outlets etc.

Expenses of Enforcement. Lessee shall pay to Lessor all cost and expenses, including all legal fees in a reasonable sum, in any action brought by Lessor to recover any rent due and unpaid hereunder, or for the breach of any of the covenants or agreements contained in this lease, or to recover possession of said property, whether such action progresses to judgment or not.

Remedies upon Default. If any rent shall be due and unpaid, or default shall be made in any of the covenants and agreement on the part of the Lessee contained in this lease, Lessor may, at its option at any time after such default or breach, and without any demand or notice to Lessee or to any other person, of any kind whatsoever, re-enter and take possession of said property and remove all persons there from and Lessee waives any legal remedy to defeat Lessors right and possession hereunder.

Assumption of Risk and Indemnification. The Lessee assumes all risk of personal injury, or of death to himself, his employees or anyone lessee allows to enter upon the leased premises and agrees to indemnify and hold harmless the City of Worthington for all such claims, losses, damage and expenses arising out of any such injury or death. Lessee further agrees to name the Lessor as an Additional Insured on Lessees farm liability policy.

Non-Discrimination. Lessee will not discriminate against any person because of race, color, creed, sex or national origin while engaged in the performance of the rights obligations which are the lessees under the terms of this agriculture lease.

Right of Entry. Lessor or his agents shall at all time have access to and use of the leased land.

Quiet Enjoyment. Lessor covenants that Lessee, provided that Lessee complies with the terms and provisions of this Lease, shall peaceably and quietly have, hold and enjoy the premises covered by this Lease.

Security Provisions. As security for the payment of the rents herein specified and the faithful performance of Lessee of all of the covenants of said Lessee in this Lease contained, said Lessee does hereby grant to Lessor a security interest in all crops grown or growing on the leased premises during the term of this Lease and in products and contract rights with respect thereto and all proceeds of each. Upon any default on the part of Lessee in the paying of the rent when due or in performing any of the covenants of this Lease, and at any time thereafter, the Lessor shall have, in addition to all of the rights granted to Lessor by this Lease, all rights and remedies of a secured party under the Uniform Commercial Code or other applicable law, and Lessor may require Lessee to assemble all property and make it available to Lessor at a place to be designated by Lessor that is reasonably convenient to both Lessee and Lessor. Expenses of retaking, holding, preparing for sale, selling, and other expenses of enforcing this security interest and realizing on the collateral, shall be paid by Lessee or deducted from the proceeds of the sale of the collateral. Such expenses shall include the reasonable attorney's fees and legal expenses of Lessor. In the event the sale of the collateral is not sufficient to pay all sums owed by Lessee to Lessor, including the expenses above mentioned, Lessor shall have and retain a claim against Lessee for such unpaid sums.

Insurance Requirements: The Lessor will be required to provide a current Certificate of Insurance from his/her agent with minimum \$1,000,000 general liability insurance and also Worker's Compensation insurance, if required, by Minnesota State Statute with the first annual payment of rent on April 15, 2019. In addition the City will require to be named as an additional insured on the general liability insurance policy and the Certificate of Insurance will so state.

Sale of Premises. If Lessor sells the premises during the term of this Lease, and if there is no planted or growing crop, Lessor may give possession of the premises to the purchaser and Lessee shall, upon payment to Lessee of the sum of \$30.00 per acre for each acre plowed or otherwise prepared for cultivation during the following crop year, forthwith surrender possession of the premises to purchaser. If the premises are sold after a crop is planted, Lessee shall have the right to fair compensation for the planted crop. The purchaser shall also have the right to enter upon the premises for the purpose of plowing, cultivation, or improvement of any part of the premises not under cultivation by Lessee without such entry working a forfeiture of any of the rents to be paid by Lessee.

Termination or Amendment by Agreement. Anything herein contained to the contrary notwithstanding, this lease may be terminated and the provisions of this lease may be, in writing, altered, changed or amended by mutual consent of the parties hereto.

FSA Farm Program. Lessor agrees to and will execute any necessary documents to allow Lessee to enroll in any FSA Farm Programs affecting the leased premises during his term of the lease and Lessee shall be entitled to any payments thereunder.

Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when served personally on Lessor or Lessee, or when made in writing and deposited in the United States mail, registered and postage prepaid and addressed: to the lessee at address stated above and to Lessor: City Clerk, City Hall, 303 Ninth Street, Worthington, Minnesota, 56187. The address to which the notices shall be mailed as to either party shall or may be changed by written notice given by such party to the other, as hereinafter provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

IN WITNESS WHEREOF, the parties hereto have set their hand and seals the day and year in this lease first above written.

NOTARY BLANKS

\_\_\_\_\_, LESSEE

\_\_\_\_\_  
MIKE KUHLE, MAYOR

\_\_\_\_\_,  
JANICE OBERLOH, CITY CLERK

## ENGINEERING MEMO

**DATE:** APRIL 4, 2019  
**TO:** HONORABLE MAYOR AND COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

### AGENDA CASE ITEMS

**1. APPROVE THE TASK ORDER WITH AE2S FOR PREPARING APPLICATION FOR LETTER OF MAP REVISION (LOMR)**

***Flood Mapping***

The National Flood Insurance Program (NFIP), administered by FEMA, bases flood risks and insurance rates on the information provided in Flood Insurance Rate Maps (FIRM). FIRMs are developed utilizing data and computer modeling methods meeting FEMA requirements and standards. In general, the area that is projected to flood from an event having a 1 in 100 chance of occurring in any year is mapped as being in a special flood hazard zone. Federal requirements mandate that federally insured or regulated lenders require flood insurance on properties in special flood hazard zones. A desired mapping change is accomplished by obtaining a Letter of Map Revision (LOMR) from FEMA. As with the initial mapping, the modeling and data used to request a LOMR must satisfy the requirements and standards of FEMA.

While the primary purpose of the CD 12 Flood Mitigation Project was to reduce the risk of flooding, a significant consequence of the reduced risk will be the reduction of the area mapped as being in the 100 year special flood hazard zone.

Prior to undertaking the CD 12 project an application was submitted for a Conditional Letter of Map Revision (LOMR). This step allows for FEMA review of the modeling, design and data to determine the mapping revisions that will be made subject to the improvements being constructed as designed and no other conditions changing. The LOMR was April 28, 2016.

At this time it is proposed that the LOMR reflecting the current CD 12 Flood Mitigation project be applied for. At such time as additional improvements are made upstream of Oslo Street another LOMR would be applied for to reflect the additional reduction of flood risks. The map included in Exhibit 1 shows the expected reduction in the special flood zone resulting from the flood mitigation improvements made to date. The darker blue is the current 100 year flood zone. The light green is that which is expected following the issuance of a LOMR however it cannot be certain the LOMR will match that shown in Exhibit 1.

### ***Professional Services Required***

City Council approved a contract with Advanced Engineering and Environmental Services, Inc. (AE2S) for providing professional services pertaining to the CD 12 Flood Mitigation project at its July 11, 2016 meeting following an open procurement process. The contract included Task Order No. 1 which is for project development including design, permitting, development of a Benefit Cost Analysis and preliminary land acquisition activities. Task Order No. 2, covering ordinary construction and bidding phase services, and additional land acquisition services relating to the mitigation project was approved by Council at its March 11, 2018 meeting.

Exhibit 2 includes proposed Task Order No. 3 under the original 2016 contract with AE2S. The scope of services includes the topographic survey needed north of I-90 to verify the conditions existing after the relocation of County Ditch 12 and construction of the retention basins west of County Ditch 12 between I-90 and 27th Street. Inclusion of this work is needed to verify all elements of the mitigation project design are in place and to allow the LOMR to reflect the ditch relocation.

The fees of \$37,200 listed in the task order are estimated but may not be exceeded without notification. The fee estimate assumes that the LOMR process will proceed without significant FEMA redirection.

### ***Funding***

It is proposed the fees as well as the application fee of \$8,250 be considered part of the total project cost although the costs associated with obtaining a LOMR are not grant eligible. The estimated total project remains at \$4.38 million with federal funding of just under \$2.5 million and a City share of about \$1.88 million.

### ***Recommendation***

Staff recommends that Council authorize execution of Task Order No. 3 as presented in Exhibit 2.

## **2. 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

*Engineering Memo - April 4, 2019*  
*Page 3*

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 1 as it pertains to the 2019 East Avenue Street Improvement approved at the March 25, 2019 Council meeting:

Project	Maximum Amount of Bonds Expected to be Issued for Project
2019 East Avenue Street Improvement	\$199,000

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



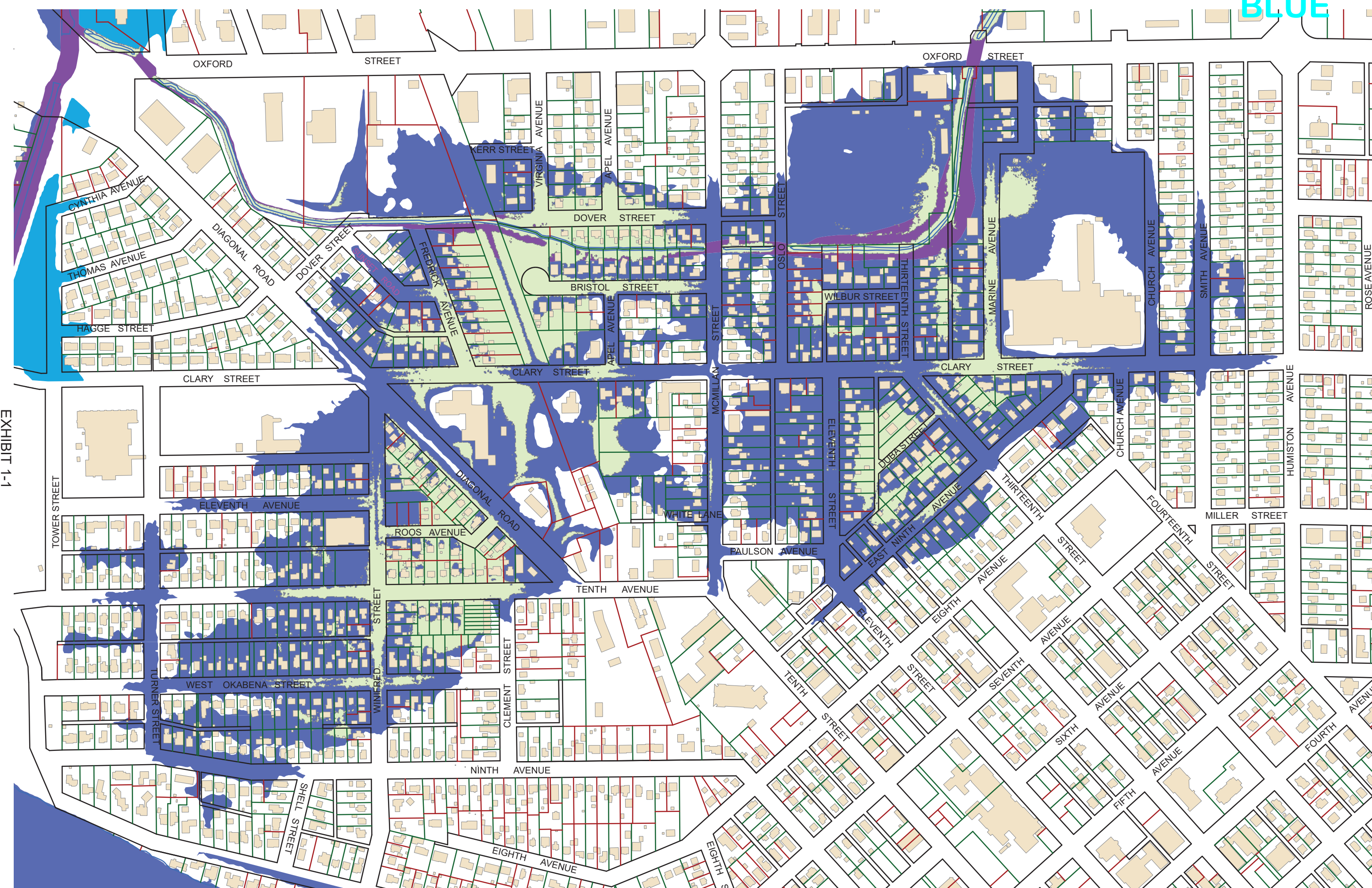


EXHIBIT 1-1

This is Task Order No. 3,  
consisting of 4 pages.

## Task Order #2

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated July 13, 2016 ("Agreement"), Owner and Engineer agree as follows:

### 1. Background Data

- a. Effective Date of Task Order: April 8, 2019
- b. Owner: City of Worthington
- c. Engineer: Advanced Engineering and Environmental Services, Inc.
- d. Specific Project (title): County Ditch 12 – Flood Mitigation - LOMR
- e. Specific Project (description): The purpose of this project is to complete a Letter of Map Revision (LOMR) for the constructed improvements as part of the County Ditch 12 Flood Mitigation Project as well as previous basin construction work completed within the industrial park north of Interstate 90.

### 2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:

#### Task 1 - Meetings and Project Management:

- Provide Client and Project Team coordination consisting of:
  - Assume two status meetings (web conference) with client to discuss draft post-project floodplain mapping.
  - Project Management – Provide project team and client coordination to keep project on budget and schedule.
- Attend up to two (2) meetings with the DNR.

#### Task 2 - Data Collection:

- Data Review
  - Review previous CLOMR and hydraulic analysis used to support design north of I-94.
  - Utilize as-built data prepared for the County Ditch 12 Flood Mitigation Improvements (Phase 1).
- Topographic Survey
  - Collect topographic survey data for improvements completed on and along County Ditch 12, north of I-90. The approximate limits of the survey will extend from just north of I-90 to 500 feet downstream of Humiston Ave. (T.H. 59).
  - Collect cross sections on County Ditch 12 every 50 feet and collect existing ground topography within upland areas on a 50 foot grid.



- Collect box culvert, pond outlets and structure inverts.
- Integrate data collected into Certified Topographic Map.

**Task 3 - Hydraulic Analysis and Mapping:**

- Prepare the following models for LOMR submittal:
  - Equivalent Effective XPSWMM
  - Pre-Project XPSWMM (including floodway analysis)
  - Post-Project XPSWMM (including floodway analysis)
- Prepare preliminary mapping for Client review and comment.
- Finalize analysis and mapping for submittal to FEMA.
- Provide QA-QC of hydraulic analysis and floodplain mapping.
- Upstream Remapping Limits – Diversion structure located on Okabena Creek
- Downstream Study Limits – Wastewater Plant (FEMA Cross Section “A”)

**Task 4 - FEMA Documentation:**

- Prepare report and figures documenting updated analysis based on as-built conditions.
  - Profiles for the 10-percent, 2-percent, 1-percent, and 0.2-percent annual chance events.
  - Inundation mapping for the 1-percent and 0.2-percent annual chance events along with the floodway
- Complete MT-2 Forms.
- Prepare Certified Topographic Map and Annotated FIRM(s), as required by FEMA for a LOMR submittal.
- Submit LOMR application to FEMA.
- Respond to FEMA comments on LOMR application.
- Prepare public notice for newspaper publication.

**Key Assumptions:**

- Hydrology developed during the CLOMR will remain, with no modifications needed.
- Approach used in the CLOMR for defining flood profile, floodway, etc. in XP-SWMM will remain valid for the LOMR.
- Minimal comments are anticipated for the Equivalent Effective & Pre-Project XPSWMM models since these were already submitted to FEMA as part of the CLOMR.
- CLIENT is responsible for all FEMA LOMR permitting fees, which as of the date of this proposal is \$8,250.

- B. All of the services included above comprise Basic Services for purposes of Engineer’s compensation under this Task Order.

### **3. Additional Services**

Additional services as requested by the Owner throughout the duration of this task order will be performed on an as needed basis based on hourly rates.

### **4. Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B.

**5. Task Order Schedule**

Scope of work shall be completed in accordance with the project schedule.

<b><u>Milestone</u></b>	<b><u>Date</u></b>
<b>Notice to Proceed</b>	<b>April 2019</b>
<b>Topographic Survey Completed (weather dependent)</b>	<b>April-May 2019</b>
<b>Preliminary Mapping Developed</b>	<b>May 2019</b>
<b>Mapping Finalized/Application to Client for Review</b>	<b>May-June 2019</b>
<b>LOMR Submittal</b>	<b>June 2019</b>

**6. Payments to Engineer**

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

<b>Description of Service</b>	<b>Amount</b>	<b>Basis of Compensation</b>
1. Basic Services		
a. County Ditch 12 LOMR	\$37,200	Hourly Rates
<b>TOTAL COMPENSATION</b>	<b>\$37,200</b>	

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

**7. Consultants retained as of the Effective Date of the Task Order:**

True North Surveys

**8. Other Modifications to Agreement and Exhibits:**

None at this time

**9. Attachments:**

None

**10. Other Documents Incorporated by Reference:**

None

**11. Terms and Conditions**

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is April 8, 2019.

OWNER:

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

Print Name: Mike Kuhle

Title: Mayor

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Dwayne Haffield

Title: Director of Engineering

Address: 303 Ninth Street  
Worthington, MN 56187

E-Mail [D.haffield@ci.worthington.mn.us](mailto:D.haffield@ci.worthington.mn.us)  
Address: \_\_\_\_\_

Phone: 507-372-8640

ENGINEER:

By: 

Print Name: Aaron Vollmer

Title: Operations Director

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Justin Klabo

Title: Water Resources Project Manager

Address: 6901 E. Fish Lake Road, Suite 184  
Maple Grove, MN 55369

E-Mail [Justin.klabo@ae2s.com](mailto:Justin.klabo@ae2s.com)  
Address: \_\_\_\_\_

Phone: 763-463-5036

**RESOLUTION NO. 2019-03-****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>The improvement of EAST AVENUE from C.S.A.H. 5 to 565 feet east of the east right-of-way line of C.S.A.H. 5 or a portion thereof, by grading, base construction, and surfacing.</i>	<i>\$199,000</i>

**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. 2019-03-  
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 8th day of April, 2019.

(SEAL)

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Mike Kuhle, Mayor

Attest

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Janice A. Oberloh, City Clerk

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: APRIL 8, 2019**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS****1. FIRST READING – CHANGE OF ZONE – 1790 COLLEGEWAY**

KC Properties has submitted a petition for a change of zone for property they own at 1790 Collegeway from “R-4” - Medium Density Residential to “R-5” - Multi-Family, Medium and High Density. The requested change of zone is to permit a proposed 16-unit, approximately 8,350 square foot memory care expansion of the Golden Horizons Assisted Living Facility. The proposed expansion would increase the building coverage of the subject property to approximately 36.6%. The maximum building coverage in the “R-4” district is 30%. A change of zone to “R-5” would permit a maximum building coverage of 50%. The legal description of the subject property under consideration is as follows:

That part of the West Half of the Northwest Quarter of Section 22, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the southeast corner of the West Half of the Northwest Quarter of said Section 22; thence on an assumed bearing of North 0 degrees 13 minutes 00 seconds East, along the east line of said West Half of the Northwest Quarter, a distance of 710.60 feet to an iron monument; thence North 89 degrees 47 minutes 00 seconds West a distance of 281.35 feet to an iron monument; thence South 0 degrees 13 minutes 00 seconds West a distance of 353.25 feet to an iron monument located on the northeasterly line of Collegeway; thence North 62 degrees 48 minutes 04 seconds West, along said northeasterly line, a distance of 56.11 feet to an iron monument said last described iron monument being the point of beginning of the tract to be described; thence North 0 degrees 13 minutes 00 seconds East a distance of 321.33 feet to an iron monument; thence North 82 degrees 25 minutes 07 seconds West a distance of 238.42 feet to an iron monument located on the easterly right-of-way line of County State Aid Highway No. 10; thence South 43 degrees 33 minutes 11 seconds West, along said easterly right-of-way line, a distance of 215.00 feet to the northeasterly line of said Collegeway; thence South 62 degrees 48 minutes 04 seconds East, along said northeasterly line, a distance of 430.91 feet to the point of beginning.

The Planning Commission considered the application at its April 2, 2019 meeting. After holding a public hearing, the Commission voted 6-0 to recommend the City Council approve the proposed change of zone. The Commission’s recommendation was based on the following considerations:

1. The subject property is currently zoned “R-4” - Medium Density Residential. The City’s Zoning Code states that this district is intended to encourage the gradual succession of

land use in the older areas of the community and to encourage redevelopment of blighted or underutilized parcels. The request from the applicant is for change of zone of the subject property to “R-5” - Multi-Family, Medium and High Density. The City’s Zoning Code states that this district is intended to create, preserve and enhance areas for multi-family use at high densities for families and singles. It also states that an “R-5” zoning designation is typically appropriate only in areas of good accessibility to thoroughfares, open space, public transportation, public community center, libraries and major shopping centers.

2. The City’s Zoning Ordinance establishes the Schedule of Density, Area and Bulk Requirements for each zoning district. When new land is annexed into the City, the property’s boundaries must be created such that the resulting parcels meet the minimum standards for the zoning designation the property will receive upon annexation. These standards should also be considered with a change of zone request to ensure that a property does not become nonconforming in any fashion once the zone of the property is changed. The basic density, area and bulk requirements for the “R-5” district are as follows:

**“R-5” Requirements**

Minimum Lot Area: 20,000 square feet  
Minimum Lot Width: 150 feet  
Minimum Front Yard: 20 feet  
Minimum Rear Yard: 30 feet  
Minimum Side Yard: 15 feet  
Maximum Building Coverage: 50%  
Maximum Structure Coverage: 60%  
Maximum Floor-to-Area Ratio: 1.0  
Minimum Floor Area: 850  
Minimum Required Front Yard  
Green Space: 60%

**Current Conditions**

Lot Area: 82,328 square feet  
Lot Width: 431 feet  
Front Yard: 17 feet  
Rear Yard: 20 feet  
Side Yard: 15 feet, 45 feet  
Building Coverage: 26.5%  
Structure Coverage: 26.5%  
Floor-to-Area Ratio: 0.27  
Floor Area: 21,308 square feet  
Front Yard Green Space: more  
than 60%

The subject property does not meet the front, rear or side setback requirements for the “R-5” zoning district. The applicant has applied for a variance from the City’s Zoning Board of Appeals for encroachment into the required setbacks. The property does comply with the rest of the zoning requirements of the “R-5” district.

3. The City’s Comprehensive Plan has designated the future land use of the subject property as High Density Residential (7 or more units per acre). The Comprehensive Plan also states that a goal for this area of the City is providing a range of housing options to meet the needs of older residents and to address the broader range of life cycle housing needs. The Comprehensive Plan also addresses where high density residential land use should be permitted. It states:

*“[H]igh density residential areas are not typically adjacent to single family housing although newly developing areas may be an exception when they are planned in a comprehensive manner. Like medium density uses, high density uses are located adjacent to higher intensity commercial and industrial uses, downtown, schools, and along highway corridors. These uses produce a higher number of total vehicle trips, but fewer trips per unit than low density residential housing areas. High density residential uses should not be located within existing single-family residential neighborhoods. High density residential developments may require a detailed site master plan that organizes public and private space.”*

The City’s Comprehensive Plan is inconsistent with respect to the High Density Residential land use designation. The land use map that illustrates the areas of the City slated for High Density Residential lists the units per acre as 7 or more. The Plan’s text section that addresses High Density Residential lists the units per acre as 12 or more. The current density of the site is 13 units per acre and the applicant wishes to develop the property in a manner that would result in approximately 22 units per acre.

4. The zoning of the adjacent properties are as follows:

North: “R-4” - Medium Density Residential

South: A Planned Use Development that features an assisted living facility

East: “R-4” - Medium Density Residential and “R-5” - Multi-Family, Medium and High Density

West: “I” – Major Institution District

The current land uses for each of the adjacent properties are as follows:

North: A multifamily living facility for seniors

South: An assisted living facility and a market rate multifamily residential property

East: A market rate multifamily residential property

West: Middle school campus

Should Council concur with the Commission’s recommendation, it may do so by approving the first reading of the Ordinance shown in Exhibit 1D.

## **2. CONDITIONAL USE PERMIT APPLICATION – PROPERTY SOUTH OF 555 KRAGNESS AVENUE AT OKABENA STREET AND KRAGNESS AVENUE**

Carl Nagel is seeking a conditional use permit for property owned by Brian Nielsen to operate a 477 square foot warehouse south of 555 Kragness Avenue on the corner of Okabena Street and Kragness Avenue. A 432 square foot legally nonconforming warehouse currently operates on the subject property without a conditional use permit. Any expansion of a nonconforming use must meet the current zoning requirements for the zoning district. Warehousing is permitted in the “B-3” - General Business district, which is the proposed zoning classification for the entire subject property, through the issuance of a conditional use permit only. The legal description of the subject property under consideration is as follows:



That part of the Southwest Quarter of the Northeast Quarter, Section 24, Township 102 North, Range 40 West, described as follows: Beginning at the northeasterly corner of Lot 7, Block 1, Boote's Addition to the City of Worthington; thence northwesterly and parallel to the westerly right-of-way line of Trunk Highways 60 and 59 a distance of 72.5 feet to the place of beginning; thence west along the quarter line a distance of 175 feet; thence north and at right angles a distance of 120 feet; thence east and parallel with the quarter line to a distance 70 feet west of the westerly right-of-way line of Trunk Highways 60 and 59; thence south and parallel with the westerly right-of-way line of Trunk Highways 60 and 59 to the point of beginning,

#### EXCEPT

Parcel 43 of Minnesota Department of Transportation Right of Way Plat No. 53-58, Document #326903 recorded in the Office of the County Recorded, Nobles County, Minnesota.

The Planning Commission considered the application at its April 2, 2019 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council approve the conditional use permit with the following conditions:

1. The development maintain compliance with City Code Chapter 97 governing abandoned and inoperable vehicles;
2. The development maintain compliance with City Code Section §155.042 governing parking and loading spaces; and
3. If at any time the development no longer meets the qualifications of a low volume occasional use, the required hard surfacing is installed within one year as outlined in City Code Section §155.042.

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

1. The subject property is currently zoned "B-3" – General Business. The City's Zoning Ordinance states that 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. For each district, the City's Zoning Ordinance sets forth uses that are allowed in each district and the performance standards that must be met. The allowed uses in each district are defined in Chapter 155, Appendix E. Allowed uses include permitted uses, accessory uses and conditional uses. The land use of "Warehouse" is permitted by conditional use only in the "B-3" district.
2. A conditional use is a land use designated in a zoning ordinance that is specifically allowed in a zoning district so long as certain standards are met. The zoning ordinance includes both general standards that apply to all conditional uses, as well as specific standards that apply to a particular conditional use in a given zoning district. A use is typically designated in a zoning ordinance as conditional because of hazards inherent in

the use itself or because of special problems that its proposed location may present. For example, uses that generate traffic such as family childcare, service stations, convenience stores, or drivethrus are often designated as conditional uses.

3. The applicant currently operates a legal warehouse on the subject property. The use was established before a conditional permit was required for the land use of warehouse in the “B-3” district. A nonconforming structure may be continued so long as it remains otherwise lawful. However, no nonconforming structure may be enlarged or altered in any way which increases its nonconformity. In this case, the applicant wishes to replace the current structure with a new structure that is 45 square feet larger than the current structure. Since the use is being enlarged, it must now conform to the contemporary Zoning Ordinance.
4. The City’s Zoning Ordinance Chapter 97 regulates the storage of inoperable vehicles within the City of Worthington. City Code Section §97.03 states:

*“No person in charge or control of private property, whether as owner, tenant, occupant, lessee or otherwise, shall allow an abandoned motor vehicle or inoperable vehicle to remain on such property.”*

An “inoperable vehicle” is defined in City Code Section §97.03 (City staff’s emphasis added) as:

*“INOPERABLE VEHICLE. A vehicle, other than a restorable automobile or street rod as those terms are defined in this section, including, but not limited to, any automobile, truck, **trailer**, marine craft, snowmobile, motorcycle, all terrain vehicle, mobile home, pickup camper, camping trailer, and other equipment for motorized transportation, which is in a condition which is described by one of the following:*

- 1. Has a missing or defective part that is necessary for the normal operation of the vehicle including, but not limited to the (a) motor, (b) drive train (c) a wheel or wheels;*
  - 2. Is stored on blocks, jacks, or other supports;*
  - 3. Does not display a license, or displays a license that is 30 days or more past its required renewal date;*
  - 4. **Unmounted pickup campers or vehicles which are towed shall not be deemed inoperable vehicles if they otherwise possess all parts and are capable of normal operation and, if a license is required, display a license that is not more than 30 days past its required renewal date.***
5. City Code Section §155.042 defines the requirements for parking within the City of Worthington. The City Code requires that all parking demands generated by the development must be accommodated off-site. The demands are dictated by land use. The parking requirements for the land use of warehouse are 1 space per 2,000 sq. ft. floor

area, or the number of employees on the largest shift. The parking requirements for the proposed development is 1 parking space.

6. City Code Section §155.042 also requires that all required parking and loading spaces and access drives shall be paved, except for residential uses of less than four units. The City Code does have a provision covering “low volume occasional uses”. Low volume occasional uses are defined as uses that generate no more than five tractor-trailer trips per week, generate no more than 20 automobile trips per week and are located in areas that are not typically used by pedestrians. In cases of low volume occasional uses, parking spaces can be accommodated by crushed stone, crushed bituminous or gravel. Section §155.042 also states that upon any change in use from a low volume occasional use to another use, hard surfaced parking shall be installed within one year of the change in use and that any required parking or loading area which utilizes high density crushed rock under the terms of this section shall be maintained in such a way as to provide safe, all weather access to such parking or loading area.
7. The Comprehensive Plan states that the future land use for the subject property is Highway Commercial. It states that Highway Commercial uses include high intensity commercial businesses that have a trade area outside of Worthington and/or require a large amount of land for their operations. It includes uses such as auto and recreational vehicle sales, farm implement dealers, motels, nurseries and other outdoor sales, gas stations, restaurants, and “big box” retailers. It also states that due to the potential for these uses to generate high traffic volumes, their location should be on or with adequate access to arterial roadways. The Plan’s future for the area is a continuation of mixed industrial and commercial uses.

### **3. MUNICIPAL SUBSIDIES POLICY**

The City of Worthington has a limited tax capacity. Staff believes that any municipal subsidies provided for private development from the City’s limited funds should be used for the best and highest purpose to ensure maximum benefit to the City and its residents. To accomplish this, City staff recommends the City establish guidelines and criteria regarding the use of municipal subsidies, such as tax increment financing (TIF), tax abatement, and other business subsidies for private development projects within the City of Worthington. These requirements would be in addition to the requirements and limitations set forth by the provisions of Minnesota State Law. The intention of these guidelines will be to use them in processing and reviewing applications requesting municipal subsidies assistance. The fundamental purpose of municipal subsidies in the City is to encourage desirable development or redevelopment that would not occur otherwise “but for” the assistance provided through municipal subsidies. A copy of staff’s proposed municipal subsidy policy can be found in Exhibit 3A.

City Council and staff considered a previous draft of the proposed policy at the January 23,

2019 Council retreat. Staff received some feedback from Council that has been worked into the current draft policy. Staff also consulted with legal counsel at Ehlers, Inc. and has worked the recommended changes into the current draft as well. A summary of the changes since the version considered at the January 23 meeting are as follows:

- Added “likely” language to soften the “but for” policy requirement.
- Removed the requirement that loans would be immediately due in full with transfer of ownership. The City would still retain the right to require the full loan repayment upon sale if so desired.
- Added language that gives Council the ability to consider subsidies for innovative or unique projects not envisioned at the time of this policy’s adoption.
- Adjusted the wage requirement to \$15/hr. This figure will adjust annually according to the MN State median household income. This requirement is the average wage. Jobs below the wage requirement could qualify for subsidy if there were also sufficient jobs above the wage requirement that brought the average to \$15/hr.
- Changed “affordable” housing to “workforce” housing at the advice of the attorney that reviewed our policy.
- Added redevelopment to the Public Purpose list and a redevelopment criteria to the General Policies list. The intention is to permit the City to be able to take on projects similar to the old mall site when there is not yet a developer at the table.
- Moved the Minnesota West workforce retention language from the General Policies list to the Public Purposes list.
- The General Policies list was rearranged for clarity.

Staff would like the Council to consider formal adoption of the policy to assist City staff and the Council in the decision-making process regarding municipal subsidy requests in the future.







Exhibit 1b



THE END OF THE LINE  
THE END OF THE LINE  
THE END OF THE LINE



**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM “R-4” (MEDIUM DENSITY RESIDENTIAL) TO “R-5” (MULTI-FAMILY, MEDIUM AND HIGH DENSITY)**

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

**Section I.**

In order to better protect and enhance the public health, safety and general welfare, the Worthington City Council hereby finds that it is necessary to modify the zoning district designation of certain areas of the City of Worthington from “R-4” – Medium Density Residential to “R-5” – Multi-Family, Medium and High Density.

**Section II.**

The following legally described area, presently included in the “B-3” district, shall henceforth be included in the “R-4” district:

That part of the West Half of the Northwest Quarter of Section 22, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the southeast corner of the West Half of the Northwest Quarter of said Section 22; thence on an assumed bearing of North 0 degrees 13 minutes 00 seconds East, along the east line of said West Half of the Northwest Quarter, a distance of 710.60 feet to an iron monument; thence North 89 degrees 47 minutes 00 seconds West a distance of 281.35 feet to an iron monument; thence South 0 degrees 13 minutes 00 seconds West a distance of 353.25 feet to an iron monument located on the northeasterly line of Collegeway; thence North 62 degrees 48 minutes 04 seconds West, along said northeasterly line, a distance of 56.11 feet to an iron monument said last described iron monument being the point of beginning of the tract to be described; thence North 0 degrees 13 minutes 00 seconds East a distance of 321.33 feet to an iron monument; thence North 82 degrees 25 minutes 07 seconds West a distance of 238.42 feet to an iron monument located on the easterly right-of-way line of County State Aid Highway No. 10; thence South 43 degrees 33 minutes 11 seconds West, along said easterly right-of-way line, a distance of 215.00 feet to the northeasterly line of said Collegeway; thence South 62 degrees 48 minutes 04 seconds East, along said northeasterly line, a distance of 430.91 feet to the point of beginning.

**Section III.**



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

**Section IV.**

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

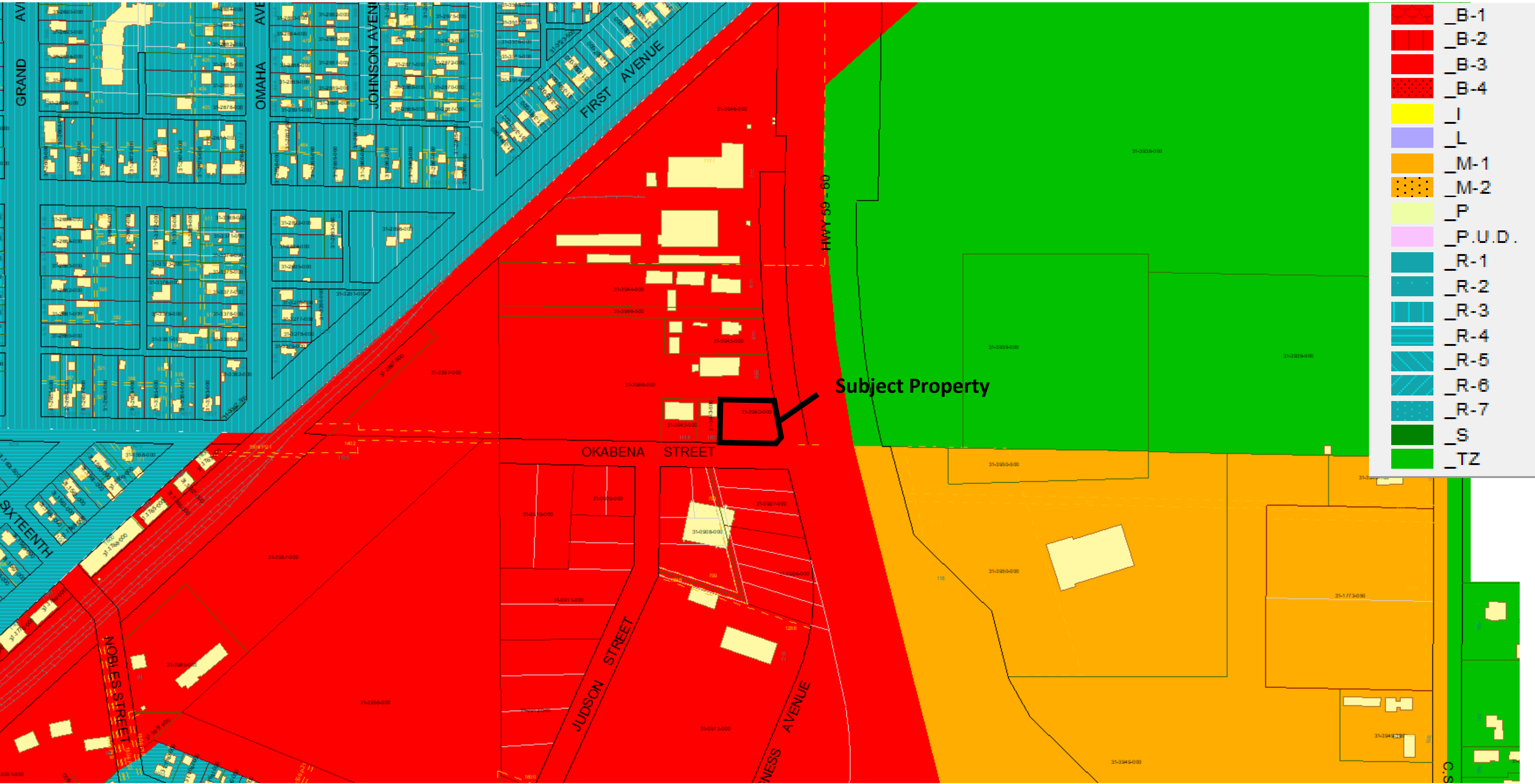
**Section V.**

Passed and adopted by the City Council of the City of Worthington, Minnesota this \_\_\_\_ day of May, 2019.

(SEAL)

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

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



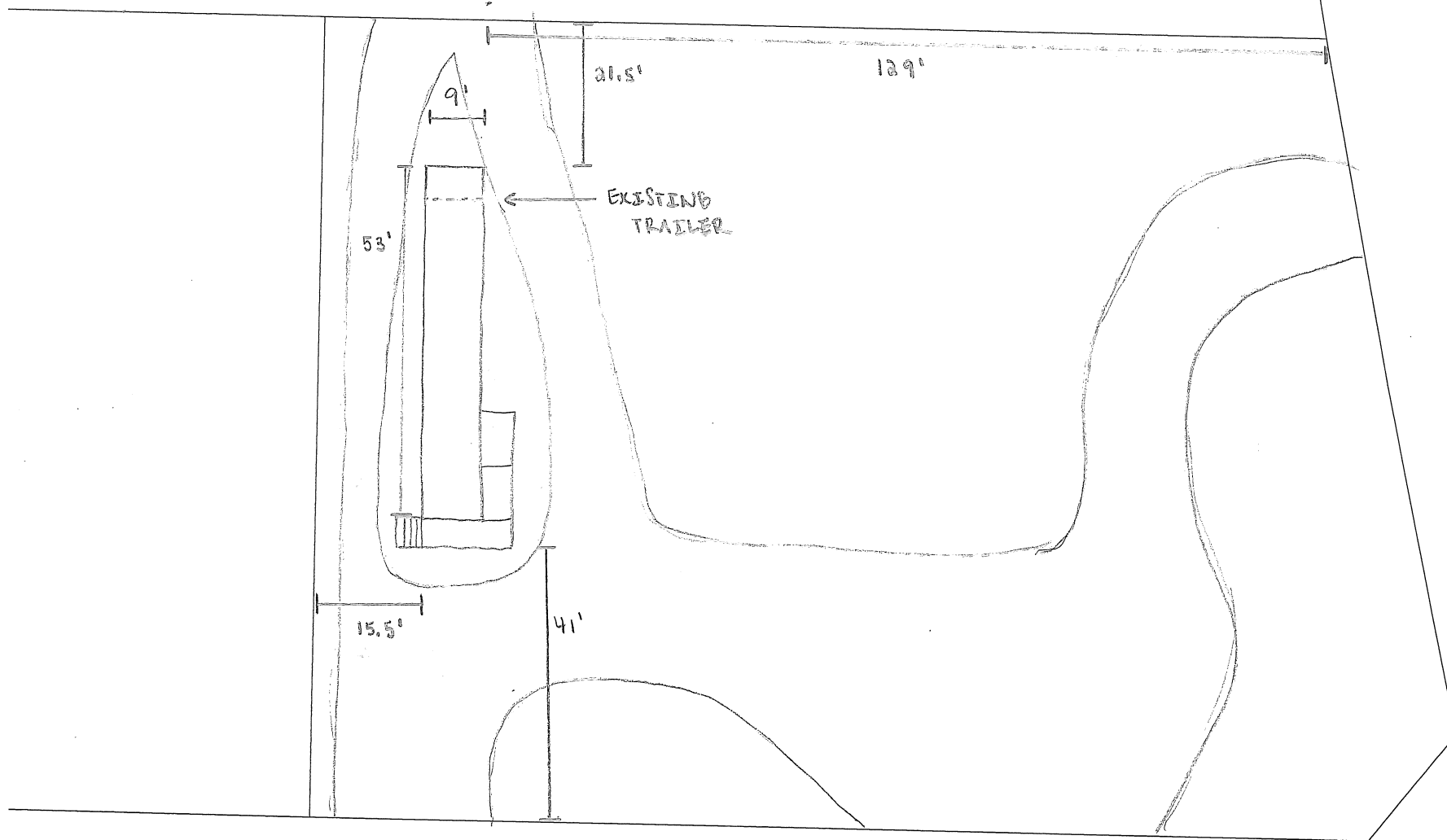






PARCEL: 31-3942-000

GRAY



# Municipal Subsidy Policy & Guidelines

*Worthington*

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**Created by the Worthington City Council**

**Adopted** \_\_\_\_\_

**Updated** \_\_\_\_\_

**CITY OF WORTHINGTON**  
**POLICY AND PROCEDURES RELATING TO THE USE OF MUNICIPAL SUBSIDIES**

**I. PURPOSE**

The purpose of this policy is to establish guidelines and criteria regarding the use of municipal subsidies, such as tax increment financing (TIF), tax abatement, and other business subsidies for private development projects within the City of Worthington and shall be in addition to the requirements and limitations set forth by provisions of Minnesota law.

These guidelines shall be used in processing and reviewing applications requesting municipal subsidies assistance. The fundamental purpose of municipal subsidies in the City is to encourage desirable development or redevelopment that would not otherwise occur “but for” the assistance provided through municipal subsidies.

Of the utmost importance is protecting the financial interest of the City of Worthington, so it is the intent of the City to provide a minimum amount of municipal subsidies, as well as other incentives that the City may deem appropriate, at the shortest term required for the project to proceed. The City reserves the right to approve or reject projects on a case-by-case basis, taking into account established policies, specific project criteria, and demand on city services in relation to the potential benefits to be received from a proposed project. Meeting policy guidelines or other criteria does not guarantee the award of municipal subsidies. Furthermore, the approval or denial of one project is not intended to set precedent for approval or denial of another project.

Whenever possible it is the City’s intent to coordinate the use of municipal subsidies with other applicable taxing jurisdictions.

**II. PUBLIC PURPOSE**

As a matter of policy, the City of Worthington will consider using municipal subsidies to assist private development projects to achieve one or more of the following public purposes:

- Increasing the tax base
- Creating quality, high wage jobs
- Attracting and retaining skilled workers
- Retaining and expanding existing businesses
- Attracting new businesses
- Attracting targeted businesses and industries
- Providing a variety of workforce housing options
- Removing blight and/or encouraging (re)development of commercial and industrial areas
- Projects enhancing the Worthington workforce by retaining graduates of the Minnesota West Community & Technical College

**III. GENERAL POLICIES FOR THE USE OF MUNICIPAL SUBSIDIES**

- The City of Worthington has determined that in order for any project to be considered for financial assistance, a finding is needed that determines that, “but for” the City’s assistance, this project will likely not occur or will likely not occur within a reasonable amount of time.
- Municipal subsidy assistance will be provided from the City, by a “pay-as-you-go” note method, to the developer if the municipal subsidy is tax increment financing or tax

abatement. All taxes, assessments, and other governmental charges on the subject property must be current before a subsidy payment will be made to the developer.

- Job retention may only be used as a public purpose in cases where job loss is demonstrable. The City shall document the information used to determine the nature of the job loss.
- Those businesses/entities that provide a quality of life desired good or service and address an unmet demand in the community will be considered. Priority quality of life goods or services as identified by the City Council may be granted exemption from the City's adopted municipal subsidies minimum wage requirements.
- Municipal subsidies to offset increased costs of development or redevelopment (i.e. contaminated site clean-up) over and above the costs normally incurred in development will be considered for priority sites within the City as determined by the City Council and the EDA.
- The City will also consider municipal subsidies for existing adopted programs at the time of adoption of this policy.
- The creation of tax base shall not be the sole public purpose of a subsidy.
- A project receiving municipal subsidy must be found to be consistent with the City's Comprehensive Plan and Zoning Ordinance.
- A developer requesting municipal subsidy assistance must demonstrate, to the satisfaction of the City, sufficient cash equity investment in the project.
- Each developer requesting assistance should be able to demonstrate past successful general development capability as well as specific capability in the type and size of development proposed. Municipal subsidies will not be used when the developer's credentials, in the sole discretion of the City, are inadequate due to past history relating to completion of projects, general reputation, and/or bankruptcy, or other problems or issues considered relevant to the City.
- The recipient must demonstrate to the satisfaction of the City that it has adequate financing for the project and that the project will be completed in a timely fashion.
- Municipal subsidies shall not be provided for projects requiring land and/or building purchases at prices in excess of fair market value.
- Immediate payment of any outstanding loan balance is required if the business receiving a subsidy ceases operation or relocates outside of Worthington.
- At the discretion of the governing body, any outstanding loans may be immediately due if the property is sold or otherwise transferred.
- Municipal subsidies will not be used in projects that would give a significant competitive financial advantage over similar projects in the area due to the use of public subsidies. Developers should provide information to support that assistance will not create such a competitive advantage.
- Because it is not possible to anticipate every type of project which may in its context and time present desirable community building or preservation goals and objectives, the governing body must retain the right in its discretion to approve projects and subsidies which may vary from the principles and criteria of this Policy. The burden will be on the applicant to

demonstrate, to the satisfaction of the City of Worthington, that the public benefit justifies the requested subsidy.

#### **IV. GUIDELINES FOR MUNICIPAL SUBSIDIES**

- In cases of new job creation, at least one job must be created for every \$25,000 in assistance provided.
- In cases of new job creation, new jobs must pay an average wage equal to 47.6% of the State of Minnesota median household income as defined by the Minnesota Office of Management and Budget at the time of an application by any business seeking a subsidy. Preference will be given to higher paying jobs that also provide benefits such as health care coverage.

#### **V. GUIDELINES FOR HOUSING-RELATED MUNICIPAL SUBSIDIES**

- Each developer requesting assistance should be able to demonstrate past successful general development capability as well as specific capability in the type and size of development proposed. Municipal subsidies will not be used when the developer's credentials, in the sole discretion of the City, are inadequate due to past history relating to completion of projects, general reputation, and/or bankruptcy, or other problems or issues considered relevant to the City.
- In cases of multifamily housing development, a minimum 30% equity investment in the project by the owner is required.
- Subsidies may be provided in accordance with the City's adopted Nobles Home Initiative program.

#### **VI. SUBSIDY AGREEMENT AND REPORTING REQUIREMENTS**

Individuals or business developers receiving municipal subsidies assistance from the City shall enter into appropriate agreements that identify the reason for the subsidy, the public purpose served by the subsidy, and the specific goals to be attained. All agreements and reports, whether required by the State of Minnesota or the City, shall be timely prepared and filed.

#### **VII. SUBSIDY APPLICATION PROCESS AND PROCEDURE**

Application for municipal subsidies shall be made on forms provided by the City Administrator. Following a review by the City Administrator or designated representative the application shall be referred to City Council for further action.

The application for municipal subsidies shall request information relating to the applicant; a detailed description of the project; a preliminary site plan; the amount of business subsidy created; the wages and benefits to be paid new employees; verifiable funding sources and uses; and a "but for" analysis which demonstrates the need for public assistance. Additional information may be requested as appropriate for an individual project.



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
AMERIPRIDE	3/29/19	4 WEEK TOWEL SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	135.61_
				TOTAL:	135.61
C&S CHEMICALS INC	3/29/19	4,218 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,913.97_
				TOTAL:	4,913.97
COOPERATIVE ENERGY CO- ACCT # 5910807	3/29/19	22.6 GALLONS GAS	MUNICIPAL WASTEWAT	O-PURIFY MISC	281.80_
				TOTAL:	281.80
DAKOTA SUPPLY GROUP INC	3/29/19	FIBER OPTIC CABLE-SCHOOL P ELECTRIC		FA COMMUNICATION EQUIP	287.80_
				TOTAL:	287.80
DAVIS FURNITURE COMPANY LLC	3/29/19	SEATING DEPOSIT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	71,443.88_
				TOTAL:	71,443.88
ECHO GROUP INC	3/29/19	SUB STATION SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	169.34
	3/29/19	RETURN SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	163.10-
	3/29/19	WIRE NUTS	ELECTRIC	M-DISTR UNDERGRND LINE	14.19
	3/29/19	SEAL TIGHT	ELECTRIC	M-DISTR UNDERGRND LINE	27.52
	3/29/19	SUB STATION SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	15.56
	3/29/19	SUB STATION SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	161.63
	3/29/19	CLAMPS	ELECTRIC	M-DISTR UNDERGRND LINE	36.72_
				TOTAL:	261.86
FEIT KIRK	3/29/19	MRWA ANNUAL CONFERENCE	WATER	O-DISTR MISC	32.52_
				TOTAL:	32.52
FIRST STATE BANK SOUTHWEST	3/29/19	TOO WORKFORCE HOUSING PROG TI DIST #7, REDEV		MISC HOUSING DEVELOPME	18,664.00_
				TOTAL:	18,664.00
FRONTIER COMMUNICATION SERVICES	3/29/19	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	62.38
	3/29/19	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	514.69
	3/29/19	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	181.28
	3/29/19	PHONE SERVICE	GENERAL FUND	ACCOUNTING	67.49
	3/29/19	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	156.82
	3/29/19	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	145.35
	3/29/19	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	26.10
	3/29/19	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	225.12
	3/29/19	PHONE SERVICE	GENERAL FUND	PAVED STREETS	136.65
	3/29/19	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	272.94
	3/29/19	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	206.40
	3/29/19	PHONE SERVICE	RECREATION	PARK AREAS	155.91
	3/29/19	BAC FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	97.97
	3/29/19	BAC FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	105.47
	3/29/19	MONTHLY SERVICE	LIQUOR	O-GEN MISC	230.24
	3/29/19	PHONE SERVICE	AIRPORT	O-GEN MISC	90.67
	3/29/19	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	124.84
	3/29/19	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	25.04_
				TOTAL:	2,825.36
GAUL TIMOTHY E	3/29/19	TASER RECERTIFICATION	GENERAL FUND	POLICE ADMINISTRATION	37.51_
				TOTAL:	37.51
GRAHAM TIRE OF WORTHINGTON INC	3/29/19	#207 BACKHOE TIRES	WATER	M-TRANS MAINS	2,204.00
	3/29/19	#304 NEW TIRE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	150.95
	3/29/19	#304 NEW TIRE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	8.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	2,363.45
GRAINGER	3/29/19	2 STANDBY POWER SUPPLY	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	274.90
	3/29/19	STREET LIGHT NUMBERS	ELECTRIC	M-DISTR ST LITE & SIG	105.68
				TOTAL:	380.58
GRIMMIUS NATHAN	3/29/19	BCA LAB	GENERAL FUND	POLICE ADMINISTRATION	10.93
				TOTAL:	10.93
HARBERTS NICK	3/29/19	CAD TRAINING/EROSION CONTR	GENERAL FUND	ENGINEERING ADMIN	351.18
				TOTAL:	351.18
HAWKINS INC	3/29/19	TREATMENT CHEMICAL	WATER	O-PURIFY	1,557.76
				TOTAL:	1,557.76
HOFFMAN DAVID	3/29/19	TASER RECERTIFICATION	GENERAL FUND	POLICE ADMINISTRATION	24.74
				TOTAL:	24.74
HY-VEE INC-61609 (UTILITIES)	3/29/19	KITCHEN SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	11.16
	3/29/19	KITCHEN SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	11.16
	3/29/19	KITCHEN SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	22.32
				TOTAL:	44.64
JERRY'S AUTO SUPPLY	3/29/19	GEAR OIL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	43.08
	3/29/19	OIL FILTER	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	5.56
	3/29/19	RETURN OIL FILTER	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	5.56
	3/29/19	OIL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	46.90
				TOTAL:	89.98
MCCUEN, JOSHUA W	3/29/19	BCA TRAINING	GENERAL FUND	POLICE ADMINISTRATION	37.55
	3/29/19	BCA TRAINING	GENERAL FUND	POLICE ADMINISTRATION	100.91
				TOTAL:	138.46
MISCELLANEOUS V KETELSEN KATIE M	3/29/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	67.05
KETELSEN KATIE M	3/29/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.39
LANDBERG PAUL	3/29/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	28.00
MEAD DOUGLAS	3/29/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
PETERSEN JULIE L	3/29/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
SAKPEIDAH ELIJAH	3/29/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	18.37
SAKPEIDAH ELIJAH	3/29/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	0.72
SCHUSTER ELAINE	3/29/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
VOSS LYLE	3/29/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	335.34
				TOTAL:	649.87
MORRIS ELECTRONICS INC	3/29/19	BACKUP TAPE DRIVE	ELECTRIC	FA OFFICE FURN & EQUIP	6,026.14
				TOTAL:	6,026.14
NMC EXCHANGE LLC	3/29/19	SERVICE FORKLIFT	ELECTRIC	O-DISTR UNDERGRND LINE	114.77
	3/29/19	SERVICE FORKLIFT PARTS	ELECTRIC	O-DISTR UNDERGRND LINE	32.90
				TOTAL:	147.67
NOBLES COUNTY	3/29/19	LIGHTING RETROFIT	ELECTRIC	CUSTOMER INSTALL EXPEN	180.00
				TOTAL:	180.00
ODELL RODNEY	3/29/19	MEETINGS 1/16/19, 320/19	GENERAL FUND	ECONOMIC DEVELOPMENT	16.54
				TOTAL:	16.54

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ONE OFFICE SOURCE	3/29/19	CARTRIDGE	WATER	ADMIN OFFICE SUPPLIES	31.75
	3/29/19	BINDER CLIPS	WATER	ACCTS-RECORDS & COLLEC	3.77
	3/29/19	CARTRIDGE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	31.74
	3/29/19	BINDER CLIPS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	3.76
	3/29/19	CARTRIDGE	ELECTRIC	O-DISTR SUPER & ENG	136.49
	3/29/19	CARTRIDGE	ELECTRIC	O-DISTR SUPER & ENG	69.74-
	3/29/19	CARTRIDGE	ELECTRIC	ADMIN OFFICE SUPPLIES	63.50
	3/29/19	BINDER CLIPS	ELECTRIC	ACCTS-RECORDS & COLLEC	7.53_
				TOTAL:	208.80
PRINS KEVIN	3/29/19	MRWA ANNUAL CONFERENCE	WATER	O-DISTR MISC	258.57_
				TOTAL:	258.57
RESICO INC	3/29/19	SECONDARY LUGS	ELECTRIC	M-DISTR UNDERGRND LINE	418.79_
				TOTAL:	418.79
ROEMELING, DUSTIN	3/29/19	BCA SUPERVISOR CLASS	GENERAL FUND	POLICE ADMINISTRATION	39.68
	3/29/19	BCA SUPERVISOR CLASS	GENERAL FUND	POLICE ADMINISTRATION	89.38_
				TOTAL:	129.06
ROOS ERIC	3/29/19	WATER UTILITY COUNCIL	WATER	O-DISTR MISC	203.00_
				TOTAL:	203.00
ROSENBERG SCOTT	3/29/19	MN SHADE TREE SHORT COURSE RECREATION		TREE REMOVAL	270.97_
				TOTAL:	270.97
RUNNINGS SUPPLY INC-ACCT#9502440	3/29/19	SHOVELS	WATER	O-DIST UNDERGRND LINES	37.98
	3/29/19	CHEMICAL FEED PARTS	WATER	M-PURIFY EQUIPMENT	45.37
	3/29/19	DRAIN TILE COUPLER	WATER	M-TRANS MAINS	9.96
	3/29/19	RUBBER BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.99
	3/29/19	RETURNED RUBBER BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	14.99-
	3/29/19	TARP STRAPS FOR TRASH PUMP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	17.52
	3/29/19	STARTING FLUID, WD40	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	9.96
	3/29/19	SLUDGE BLDG DOOR STOP	MUNICIPAL WASTEWAT	M-PURIFY STRUCTURES	3.29
	3/29/19	HITCH PIN, NUTS, BOLTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	9.31
	3/29/19	NUTS, BOLTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	15.46
	3/29/19	PLUMBING SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	28.27
	3/29/19	PLUMBING SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	3.77
	3/29/19	WEDLING RODS-STORM CB REPA	STORM WATER MANAGE	STORM DRAINAGE	29.78_
				TOTAL:	210.67
SCHWALBACH ACE #6067	3/29/19	PVC SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	14.56
	3/29/19	NUTS	ELECTRIC	M-DISTR UNDERGRND LINE	5.97
	3/29/19	HASP	ELECTRIC	M-DISTR UNDERGRND LINE	6.59_
				TOTAL:	27.12
TRACTOR SUPPLY CREDIT PLAN	3/29/19	RUBBER BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	16.99
	3/29/19	PVC PIPE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	59.98_
				TOTAL:	76.97
U S POSTAL SERVICE-TMS ACCT# 247383	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	MAYOR AND COUNCIL	3.97
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	ADMINISTRATION	6.68
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	ELECTIONS	25.83
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	CLERK'S OFFICE	129.97
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	ACCOUNTING	4.35
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	ENGINEERING ADMIN	42.61

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	ECONOMIC DEVELOPMENT	391.81
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	FIRE ADMINISTRATION	217.00
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	PAVED STREETS	12.03
	3/29/19	POSTAGE MACHINE REFILL	GENERAL FUND	CENTER FOR ACTIVE LIVI	191.23
	3/29/19	POSTAGE MACHINE REFILL	LIQUOR	O-GEN MISC	1.15
	3/29/19	POSTAGE MACHINE REFILL	DATA PROCESSING	DATA PROCESSING	895.37
				TOTAL:	1,922.00
UNITED PARCEL SERVICE	3/29/19	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	24.43
				TOTAL:	24.43
VERIZON WIRELESS	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.51
	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ADMINISTRATION	59.18
	3/29/19	TREMBLE SERVICE	GENERAL FUND	ENGINEERING ADMIN	25.02
	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ENGINEERING ADMIN	63.02
	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.01
	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	36.16
	3/29/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	102.00
	3/29/19	MONTHLY WIRELESS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.51
	3/29/19	MONTHLY WIRELESS SERVICE	RECREATION	PARK AREAS	36.51
	3/29/19	MONTHLY WIRELESS SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.51
				TOTAL:	458.43
VESSCO INC	3/29/19	CHLORINE SYSTEM MAINTENANC	WATER	M-PURIFY EQUIPMENT	82.88
				TOTAL:	82.88
WAL MART COMMUNITY/RFCSLC	3/29/19	BATTERIES	GENERAL FUND	POLICE ADMINISTRATION	17.48
	3/29/19	KITCHEN SUPPLIES, KLEENEX	GENERAL FUND	SECURITY CENTER	18.30
	3/29/19	KITCHEN SUPPLIES, KLEENEX	GENERAL FUND	SECURITY CENTER	18.29
	3/29/19	SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	33.69
	3/29/19	SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	14.42
	3/29/19	BATTERIES, WALL CLOCKS	GENERAL FUND	CENTER FOR ACTIVE LIVI	22.70
	3/29/19	SOCIALIZATION SUPPLIES-VAL	GENERAL FUND	CENTER FOR ACTIVE LIVI	10.81
	3/29/19	MOVIE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	24.54
	3/29/19	MOVIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	58.70
				TOTAL:	218.93
JACOB WALKER	3/29/19	BCA-MAXIMS AND TRUTHS	GENERAL FUND	POLICE ADMINISTRATION	93.66
				TOTAL:	93.66
WORTHINGTON EVENT CENTER	3/29/19	GOPHER STATE ONE CALL MEET	ELECTRIC	O-DISTR MISC	3,753.15
				TOTAL:	3,753.15
WORTHINGTON PRINTING CO INC	3/29/19	#10 WINDOW ENVELOPES	WATER	ACCTS-RECORDS & COLLEC	789.14
	3/29/19	#10 WINDOW ENVELOPES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	789.13
	3/29/19	#10 WINDOW ENVELOPES	ELECTRIC	ACCTS-RECORDS & COLLEC	1,578.28
				TOTAL:	3,156.55

VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	4,110.97
202	MEMORIAL AUDITORIUM	71,765.03
229	RECREATION	494.90
231	ECONOMIC DEV AUTHORITY	203.44
419	TI DIST #7, REDEV AMEND 5	18,664.00
601	WATER	5,267.86
602	MUNICIPAL WASTEWATER	6,870.61
604	ELECTRIC	13,606.33
606	STORM WATER MANAGEMENT	29.78
609	LIQUOR	231.39
612	AIRPORT	90.67
702	DATA PROCESSING	1,045.25

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GRAND TOTAL: 122,380.23  
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TOTAL PAGES: 5

PACKET: 03112 MARCH EFT  
 VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*  
 BANK: 1 WELLS FARGO-CITY

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
M00115		MISSOURI RIVER ENERGY SERVICES	D	3/16/2019			000857	1,264,921.24
S00202		STATE OF MINNESOTA DEPT OF REVED		3/16/2019			000858	81,281.00
W00123		WELLS FARGO BANK MN NA	D	3/16/2019			000859	10,168.97

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	1,356,371.21	1,356,371.21
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	1,356,371.21	1,356,371.21

PACKET: 03111 LINCOLN DUE 4/1/19

VENDOR SET: 01 CITY OF WORTHINGTON

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK: 1 WELLS FARGO-CITY

VENDOR	I.D.	NAME	ITEM	ITEM	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
J00036		LINCOLN FINANCIAL GROUP	D	4/01/2019			000860	3,870.62

* * B A N K T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00	0.00
DRAFTS:	1	0.00	3,870.62	3,870.62	
VOID CHECKS:	0	0.00	0.00	0.00	
NON CHECKS:	0	0.00	0.00	0.00	
CORRECTIONS:	0	0.00	0.00	0.00	
BANK TOTALS:	1	0.00	3,870.62	3,870.62	

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS SOLUTIONS	4/05/19	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	78.30
	4/05/19	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	78.31_
				TOTAL:	156.61
ABBOTT, ROBINSON & ASSOCIATES	4/05/19	PLAN REVIEW-KWIK TRIP	GENERAL FUND	ECONOMIC DEVELOPMENT	1,500.00_
				TOTAL:	1,500.00
ALEX AIR APPARATUS INC	4/05/19	TURNOUT GEAR-PPE	GENERAL FUND	FIRE ADMINISTRATION	221,417.00
	4/05/19	TURNOUT GEAR-PPE	GENERAL FUND	FIRE ADMINISTRATION	88,873.00
	4/05/19	TURNOUT GEAR-PPE	GENERAL FUND	FIRE ADMINISTRATION	2,461.75_
				TOTAL:	312,751.75
AMERICAN BOTTLING COMPANY	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	120.24_
				TOTAL:	120.24
ARCTIC GLACIER USA INC	4/05/19	ICE	LIQUOR	NON-DEPARTMENTAL	43.40
	4/05/19	ICE	LIQUOR	NON-DEPARTMENTAL	61.20_
				TOTAL:	104.60
ARNOLD MOTOR SUPPLY	4/05/19	PRIMER	ELECTRIC	O-DISTR UNDERGRND LINE	3.39
	4/05/19	FUEL FILTER-SWEEPER	STORM WATER MANAGE	STREET CLEANING	20.92_
				TOTAL:	24.31
ARTISAN BEER COMPANY	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	724.20
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	416.20
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	33.90-
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	36.90-
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	147.24-
				TOTAL:	922.36
ATLANTIC COCA-COLA	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	215.44_
				TOTAL:	215.44
BAHRS SMALL ENGINE	4/05/19	OIL	GENERAL FUND	PAVED STREETS	16.95_
				TOTAL:	16.95
BELLBOY CORP	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,809.00
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,057.25
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	94.75
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	200.00
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	84.25-
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	405.85
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	94.00
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	50.00
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	2.00-
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	4.00_
				TOTAL:	6,628.60
BELTLINE AUTOMOTIVE	4/05/19	#41 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	29.24
	4/05/19	#41 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	6.50
	4/05/19	#14-35 REPLACE SERPENTINE	GENERAL FUND	POLICE ADMINISTRATION	209.70
	4/05/19	#14-35 REPLACE SERPENTINE	GENERAL FUND	POLICE ADMINISTRATION	117.25
	4/05/19	#17-28 OIL CHANGE, CHECK E	GENERAL FUND	POLICE ADMINISTRATION	37.74
	4/05/19	#17-28 OIL CHANGE, CHECK E	GENERAL FUND	POLICE ADMINISTRATION	81.50
	4/05/19	#14-34 REPLACE SERPENTINE	GENERAL FUND	POLICE ADMINISTRATION	213.82
	4/05/19	#14-34 REPLACE SERPENTINE	GENERAL FUND	POLICE ADMINISTRATION	140.70



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	836.45
BENTS TRUCKING	4/05/19	SNOW REMOVAL 3/4/19	GENERAL FUND	ICE AND SNOW REMOVAL	1,113.75_
				TOTAL:	1,113.75
BEVERAGE WHOLESALERS INC	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	4,191.10
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	4,992.45
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	9,633.40
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	19.20
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,472.70
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	9,103.15_
				TOTAL:	33,412.00
BIERSCHBACH EQUIPMENT & SUPPLY CO INC	4/05/19	CONSTRUCTION TUBE-LIGHT PO ELECTRIC		FA DISTR ST LITE & SIG	851.35_
				TOTAL:	851.35
BOB'S PIANO SERVICE INC	4/05/19	TUNE PIANO	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	105.00_
				TOTAL:	105.00
BOLTON & MENK INC	4/05/19	DUGDALE HOUSING STUDY	GENERAL FUND	ECONOMIC DEVELOPMENT	5,229.25
	4/05/19	CENT PARK BATHHOUSE	RECREATION	PARK AREAS	1,542.50
	4/05/19	FACILITY PLAN-WWTF	MUNICIPAL WASTEWAT	O-PURIFY MISC	2,977.50
	4/05/19	DUGDALE HOUSING STUDY	ELECTRIC	O-DISTR MISC	5,229.25_
				TOTAL:	14,978.50
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	122.75
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,906.72
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	94.00
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	64.00
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	64.00
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	122.75
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	225.80
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	176.00
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	26.36
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	2.16
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	2.16
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	11.10
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	1.85_
				TOTAL:	2,819.65
BTU INC	4/05/19	FILTERS	GENERAL FUND	GENERAL GOVT BUILDINGS	156.91
	4/05/19	BOILER PUMP CONTROLLER/INS	GENERAL FUND	GENERAL GOVT BUILDINGS	1,500.00
	4/05/19	BOY SCOUT BLDG HVAC	RECREATION	GOLF COURSE-GREEN	8,500.00
	4/05/19	SERVICE, INSTALL SINK, FAU	LIQUOR	O-GEN MISC	1,094.50_
				TOTAL:	11,251.41
CAMPUS CLEANERS	4/05/19	COMMERCIAL LAUNDRY	LIQUOR	O-GEN MISC	32.00_
				TOTAL:	32.00
CHAMBER OF COMMERCE	4/05/19	LODGING TAX-FEBRUARY	TOURISM PROMOTION	LODGING TAX/TOURISM	9,729.08_
				TOTAL:	9,729.08
CONCRETE MATERIALS	4/05/19	COLD MIX	GENERAL FUND	PAVED STREETS	1,079.10
	4/05/19	COLD MIX	GENERAL FUND	PAVED STREETS	963.60_
				TOTAL:	2,042.70

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
COOPERATIVE ENERGY CO- ACCT # 5910807	4/05/19	GEAR LUBE #418	GENERAL FUND	ICE AND SNOW REMOVAL	28.35
	4/05/19	HYDRAULIC FLUID	GENERAL FUND	ICE AND SNOW REMOVAL	116.60
				TOTAL:	144.95
CRYSTEEL TRUCK EQUIPMENT INC	4/05/19	SENSOR	GENERAL FUND	ICE AND SNOW REMOVAL	261.78
				TOTAL:	261.78
CULLIGAN WATER COND CO	4/05/19	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	57.95
	4/05/19	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	4/05/19	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	4/05/19	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	4/05/19	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	13.00
	4/05/19	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	4/05/19	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	4/05/19	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	25.83
				TOTAL:	193.28
DADACOTAH PAPER CO	4/05/19	BAGS	LIQUOR	O-GEN MISC	309.73
	4/05/19	BATTERIES	LIQUOR	O-GEN MISC	13.90
				TOTAL:	323.63
DAKOTA FLUID POWER INC	4/05/19	#419 UNDERBODY CYLINDER RE	GENERAL FUND	ICE AND SNOW REMOVAL	595.29
				TOTAL:	595.29
DAKOTA SUPPLY GROUP INC	4/05/19	CLARY ST/MCMILLAN ST WATER	WATER	PROJECT #11	19,909.41
				TOTAL:	19,909.41
DANS ELECTRIC INC	4/05/19	NESHAP PANELS & SENSORS	ELECTRIC	GENERATION	314.42
	4/05/19	NESHAP PANELS & SENSORS	ELECTRIC	GENERATION	10,804.22
				TOTAL:	11,118.64
DEMUTH PAT	4/05/19	ESRI UTILITY USERS GROUP	ELECTRIC	O-DISTR SUPER & ENG	68.53
				TOTAL:	68.53
DGR ENGINEERING	4/05/19	MISC ELECTRICAL ENGINEERIN	ELECTRIC	O-DISTR STATION EXPENS	1,282.02
	4/05/19	SUBSTATION #2 SCADA ENHANC	ELECTRIC	FA DISTR STATION EQUIP	23,238.09
				TOTAL:	24,520.11
DIAMOND VOGEL PAINT	4/05/19	BRUSH	RECREATION	PARK AREAS	2.46
				TOTAL:	2.46
DOLL DISTRIBUTING LLC	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	7,414.05
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	7,033.30
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	538.80
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	6,838.55
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	806.60
	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	3,539.20
	4/05/19	WATER	LIQUOR	O-GEN MISC	39.00
				TOTAL:	26,209.50
DUBOIS CHEMICALS INC	4/05/19	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,402.94
	4/05/19	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,738.10
				TOTAL:	17,141.04
DUININCK INC	4/05/19	CRUSHED CONCRETE	INDUSTRIAL WASTEWA	O-PURIFY MISC	222.78
	4/05/19	SPREAD CRUSHED CONCRETE	INDUSTRIAL WASTEWA	O-PURIFY MISC	160.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	383.28
ECHO GROUP INC	4/05/19	AERATION FUSES	GENERAL FUND	LAKE IMPROVEMENT	23.00
	4/05/19	BOY SCOUTS BLDG	RECREATION	GOLF COURSE-GREEN	49.10
	4/05/19	SHOP BULBS	RECREATION	PARK AREAS	10.96
	4/05/19	SCOTCHKOTE	ELECTRIC	M-DISTR UNDERGRND LINE	38.81
	4/05/19	SCOTCHKOTE	ELECTRIC	M-DISTR UNDERGRND LINE	38.81_
				TOTAL:	160.68
EZ-WASH	4/05/19	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	60.00_
				TOTAL:	60.00
FASTENAL COMPANY	4/05/19	CLEANING GLOVES	GENERAL FUND	CENTER FOR ACTIVE LIVI	14.60
	4/05/19	ZIP TIES	ELECTRIC	M-DISTR UNDERGRND LINE	3.50
	4/05/19	FITTINGS	ELECTRIC	M-DISTR UNDERGRND LINE	7.05
	4/05/19	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	6.03_
				TOTAL:	31.18
FERGUSON ENTERPRISES INC #226	4/05/19	PIPE	ELECTRIC	M-DISTR UNDERGRND LINE	17.03_
				TOTAL:	17.03
GAG SHEET METAL INC	4/05/19	HOTEL THOMPSON ROOFING/SHE	GENERAL FUND	OTHER GEN GOVT MISC	82,840.00_
				TOTAL:	82,840.00
GOPHER STATE ONE CALL INC	4/05/19	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	13.84
	4/05/19	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	13.83
	4/05/19	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	27.68_
				TOTAL:	55.35
GRAHAM TIRE OF WORTHINGTON INC	4/05/19	#36 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	36.94
	4/05/19	#36 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	14.00
	4/05/19	NEW TIRE, SERVICE CALL	GENERAL FUND	ICE AND SNOW REMOVAL	452.32
	4/05/19	NEW TIRE, SERVICE CALL	GENERAL FUND	ICE AND SNOW REMOVAL	64.90_
				TOTAL:	568.16
GRAINGER	4/05/19	STREET LIGHT NUMBERS	ELECTRIC	M-DISTR ST LITE & SIG	105.80
	4/05/19	STREET LIGHT NUMBERS	ELECTRIC	M-DISTR ST LITE & SIG	143.68_
				TOTAL:	249.48
H.M. CRAGG CO	4/05/19	BATTERY INSPECTIONS & REPA	ELECTRIC	O-DISTR STATION EXPENS	2,012.00_
				TOTAL:	2,012.00
HAROLD K SCHOLZ COMPANY	4/05/19	SCADA ENHANCEMENTS	ELECTRIC	FA DISTR STATION EQUIP	10,800.00_
				TOTAL:	10,800.00
RODNEY D HARVEY	4/05/19	#402 TRUCK LETTERING	GENERAL FUND	PAVED STREETS	105.00_
				TOTAL:	105.00
HEIMAN FIRE EQUIPMENT INC	4/05/19	TURNOUT GEAR-PPE	GENERAL FUND	FIRE ADMINISTRATION	13,110.00_
				TOTAL:	13,110.00
THE HOWARD E NYHART COMPANY INCORPORAT	4/05/19	GASB 75 REPORT	GENERAL FUND	OTHER GEN GOVT MISC	2,000.00_
				TOTAL:	2,000.00
HY-VEE INC	4/05/19	GAS	GENERAL FUND	FIRE ADMINISTRATION	35.53_
				TOTAL:	35.53

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
IUOE LOCAL 49 FRINGE BENEFIT FUND	4/05/19	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	553.05
	4/05/19	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	448.66
	4/05/19	HEALTH INSURANCE-APRIL FOR	GENERAL FUND	NON-DEPARTMENTAL	389.48
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	296.36
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	124.13
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	592.00
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	1,531.89
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	94.56
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	303.90
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	1,583.10
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	61.61
	4/05/19	HEALTH PREMIUM 49ERS	GENERAL FUND	SIGNS AND SIGNALS	81.00
	4/05/19	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	270.63
	4/05/19	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	454.90
	4/05/19	HEALTH INSURANCE-APRIL FOR	RECREATION	NON-DEPARTMENTAL	82.20
	4/05/19	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,180.87
	4/05/19	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	702.54
	4/05/19	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	1,281.46
	4/05/19	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	48.36
	4/05/19	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	99.20
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	374.89
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	304.81
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	HOMEWOOD HILLS SIDEWAL	24.19
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	EAST AVE-CSAH E ST. IM	226.74
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	54.44
	4/05/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	255.32
	4/05/19	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	622.76
	4/05/19	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	620.00
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	152.73
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	165.95
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	307.23
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	591.32
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	751.25
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	813.97
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	357.07
	4/05/19	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	184.45
	4/05/19	HEALTH PREMIUM 49ERS	WATER	M-SOURCE WELLS & SPRNG	70.97
	4/05/19	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	840.75
	4/05/19	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	700.97
	4/05/19	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	23.34
	4/05/19	HEALTH PREMIUM 49ERS	WATER	PROJECT #2	78.80
	4/05/19	HEALTH PREMIUM 49ERS	WATER	PROJECT #2	34.89
	4/05/19	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	163.32
	4/05/19	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	833.52
	4/05/19	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	856.16
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	228.90
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	247.73
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,002.85
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,003.56
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	517.67
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	519.29
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	654.54
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	741.66
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	930.13
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	912.39
	4/05/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	PROJECT #15	46.11

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	4/05/19	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	225.99
	4/05/19	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	137.24
	4/05/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	827.12
	4/05/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	52.97
	4/05/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STREET CLEANING	76.87
	4/05/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STREET CLEANING	496.00
	4/05/19	HEALTH INS PREMIUM 49ERS	AIRPORT	NON-DEPARTMENTAL	61.85
	4/05/19	HEALTH PREMIUM 49ERS	AIRPORT	O-GEN MISC	247.39_
				TOTAL:	28,520.00
BENJAMIN M MATTISON	4/05/19	WINDOW CLEANING	LIQUOR	O-GEN MISC	85.50_
				TOTAL:	85.50
JERRY'S AUTO SUPPLY	4/05/19	500 L LIGHT	GENERAL FUND	FIRE ADMINISTRATION	179.92
	4/05/19	#402 TOMMY LIFT	GENERAL FUND	PAVED STREETS	43.99
	4/05/19	#437 PARTS	GENERAL FUND	PAVED STREETS	6.99
	4/05/19	#410 HYDRAULIC HOSE	GENERAL FUND	ICE AND SNOW REMOVAL	49.68
	4/05/19	ANTIFREEZE	GENERAL FUND	ICE AND SNOW REMOVAL	31.98
	4/05/19	1/2" DRAIN EXT	RECREATION	SOCCER COMPLEX	12.69
	4/05/19	#408 HOSE ASSEMBLY	STORM WATER MANAGE	STREET CLEANING	39.55_
				TOTAL:	364.80
JOHNSON BROTHERS LIQUOR CO	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,752.31
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	2,701.87
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,194.63
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,329.19
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	156.65
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,886.81
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,097.99
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	41.35
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	27.26
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	95.50
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	18.93
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	45.32
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	4.24
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	38.87
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	55.77_
				TOTAL:	12,446.69
KM GRAPHICS	4/05/19	TRASH CLEANUP LABELS	GENERAL FUND	TRASH PICKUP	447.96_
				TOTAL:	447.96
KNOX COMPANY	4/05/19	LOCK BOXES	GENERAL FUND	FIRE ADMINISTRATION	1,667.00_
				TOTAL:	1,667.00
LAMPERTS YARDS INC-2600013	4/05/19	PLYWOOD	ELECTRIC	M-DISTR UNDERGRND LINE	45.67_
				TOTAL:	45.67
LAMPERTS YARDS INC-2602004	4/05/19	MAILBOX SUPPLIES	GENERAL FUND	ICE AND SNOW REMOVAL	64.56_
				TOTAL:	64.56
LARSON CRANE SERVICE INC	4/05/19	HAUL SNOW	GENERAL FUND	ICE AND SNOW REMOVAL	2,700.00_
				TOTAL:	2,700.00
LAW ENFORCEMENT LABOR SERVICES INC #27	4/05/19	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	306.00_
				TOTAL:	306.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LAWNS PLUS	4/05/19	SNOW REMOVAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,235.00_
				TOTAL:	1,235.00
LEAGUE OF MN CITIES	4/05/19	ANNUAL MAYORS CONFERENCE	GENERAL FUND	MAYOR AND COUNCIL	130.00
	4/05/19	SAFETY & LOSS CONTROL WORK	GENERAL FUND	POLICE ADMINISTRATION	20.00_
				TOTAL:	150.00
MAC QUEEN EQUIPMENT INC	4/05/19	#418 PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	1,087.88_
				TOTAL:	1,087.88
MIDWESTERN MECHANICAL INC	4/05/19	NESHAP PANELS & SENSORS	ELECTRIC	GENERATION	12,112.00_
				TOTAL:	12,112.00
MINNESOTA CHILD SUPPORT PAYMENT CTR	4/05/19	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	39.22
	4/05/19	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	115.36_
				TOTAL:	154.58
MINNESOTA ELEVATOR INC	4/05/19	QUARTERLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	184.94_
				TOTAL:	184.94
MINNESOTA ENERGY RESOURCES CORP	4/05/19	GAS SERVICE	GENERAL FUND	PAVED STREETS	156.02
	4/05/19	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	241.34
	4/05/19	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,201.50
	4/05/19	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	2,226.97
	4/05/19	GAS SERVICE	AIRPORT	O-GEN MISC	563.02
	4/05/19	GAS SERVICE	AIRPORT	O-GEN MISC	579.61_
				TOTAL:	4,968.46
MINNESOTA STATE FIRE DEPT ASSN	4/05/19	ANNUAL CONFERENCE REGISTRA	GENERAL FUND	FIRE ADMINISTRATION	200.00_
				TOTAL:	200.00
MISCELLANEOUS V CHAM ARIET D	4/05/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	21.09
ESCALANTE DE ALBA GUIL	4/05/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	1.49
HABTAMU EWNETU T	4/05/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	75.02
LORENTZ CONSTRUCTION	4/05/19	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	39.27
LORENTZ CONSTRUCTION	4/05/19	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.02
MARTINEZ GABRIELA D	4/05/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.48
MARTINEZ GABRIELA D	4/05/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	1.31
MN DEPARTMENT OF COMME	4/05/19	REFUND OF DEPOSIT-ESPARZA	ELECTRIC	NON-DEPARTMENTAL	32.94
MN DEPARTMENT OF COMME	4/05/19	REFUND OF DEPOSIT-ESPARZA	ELECTRIC	ACCTS-RECORDS & COLLEC	0.83
OJULU WACH	4/05/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	30.55
OJULU WACH	4/05/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.83
VELASQUEZ GALVEZ CINDY	4/05/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	85.79_
				TOTAL:	384.62
MORRIS ELECTRONICS INC	4/05/19	TECH SUPPORT, CHECK SERVER DATA PROCESSING		DATA PROCESSING	72.00_
				TOTAL:	72.00
NARTEC INC	4/05/19	METH TEST AMPULES	GENERAL FUND	POLICE ADMINISTRATION	828.00_
				TOTAL:	828.00
NATIONAL PUBLIC SAFETY INFORMATION BUR	4/05/19	NATIONAL DIRECTORY	GENERAL FUND	FIRE ADMINISTRATION	149.00_
				TOTAL:	149.00
NICOLE R KEMPEMA	4/05/19	MARCH CLEANING	GENERAL FUND	GENERAL GOVT BUILDINGS	1,650.00
	4/05/19	CHARLIE ALBRIGHT CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	64.13

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	4/05/19	COMEDY SHOW CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	128.25
	4/05/19	CHURCH MOVIE CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	48.09
	4/05/19	MARCH MOVIES CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	352.69
	4/05/19	MARCH CLEANING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,603.13_
				TOTAL:	3,846.29
NMC EXCHANGE LLC	4/05/19	SERVICE FORK LIFT	LIQUOR	O-GEN MISC	144.81_
				TOTAL:	144.81
NOBLES COUNTY AUDITOR/TREASURER	4/05/19	LONG DISTANCE	GENERAL FUND	POLICE ADMINISTRATION	609.75
	4/05/19	MARCH LEGAL SERVICE	GENERAL FUND	PROSECUTION	18,803.16
	4/05/19	SOLID WASTE MGMT-FEBRUARY	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,246.00_
				TOTAL:	26,658.91
NOBLES COUNTY HIGHWAY DEPT	4/05/19	FEBRUARY FUEL	GENERAL FUND	ENGINEERING ADMIN	84.43
	4/05/19	FEBRUARY FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	43.69
	4/05/19	FEBRUARY FUEL	GENERAL FUND	POLICE ADMINISTRATION	3,873.31
	4/05/19	FEBRUARY FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	128.25
	4/05/19	FEBRUARY FUEL	GENERAL FUND	PAVED STREETS	103.18
	4/05/19	FEBRUARY FUEL	GENERAL FUND	ICE AND SNOW REMOVAL	9,003.90
	4/05/19	FEBRUARY FUEL	GENERAL FUND	CODE ENFORCEMENT	105.20
	4/05/19	FEBRUARY FUEL	RECREATION	PARK AREAS	876.65
	4/05/19	FEBRUARY FUEL	WATER	O-PUMPING	181.45
	4/05/19	FEBRUARY FUEL	WATER	M-TRANS MAINS	617.28
	4/05/19	FEBRUARY FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	111.20
	4/05/19	FEBRUARY FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	70.90
	4/05/19	FEBRUARY FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	223.55
	4/05/19	FEBRUARY FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	707.65
	4/05/19	FEBRUARY FUEL	STORM WATER MANAGE	STORM DRAINAGE	111.21
	4/05/19	FEBRUARY FUEL	STORM WATER MANAGE	STREET CLEANING	46.51
	4/05/19	FEBRUARY FUEL	AIRPORT	O-GEN MISC	1,319.70_
				TOTAL:	17,608.06
OBERLOH JANICE	4/05/19	MCFOA CONFERENCE	GENERAL FUND	CLERK'S OFFICE	216.92_
				TOTAL:	216.92
OLSON'S PEST TECHNICIANS	4/05/19	BAT INSPECTION	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	106.88_
				TOTAL:	106.88
ONE OFFICE SOURCE	4/05/19	BUSINESS CARDS	GENERAL FUND	MAYOR AND COUNCIL	15.34
	4/05/19	PERM MARKERS	GENERAL FUND	ENGINEERING ADMIN	8.99
	4/05/19	HOT CUPS	GENERAL FUND	GENERAL GOVT BUILDINGS	75.54
	4/05/19	PENS	GENERAL FUND	SECURITY CENTER	8.22
	4/05/19	PENS	GENERAL FUND	SECURITY CENTER	8.22
	4/05/19	CARTRIDGES	GENERAL FUND	FIRE ADMINISTRATION	356.90
	4/05/19	SHEET PROTECTORS	GENERAL FUND	FIRE ADMINISTRATION	10.00
	4/05/19	BOOKCASE	GENERAL FUND	FIRE ADMINISTRATION	83.99
	4/05/19	COPIER SERVICE-MX2600N	GENERAL FUND	PAVED STREETS	35.56
	4/05/19	BATTERIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	50.70
	4/05/19	CUSTOM STAMPER	WATER	ACCTS-RECORDS & COLLEC	28.76
	4/05/19	SERVICE AGREEMENT-SHARP MX	WATER	ACCTS-RECORDS & COLLEC	34.27
	4/05/19	CUSTOM STAMPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	28.76
	4/05/19	SERVICE AGREEMENT-SHARP MX	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	34.27
	4/05/19	CUSTOM STAMPER	ELECTRIC	ACCTS-RECORDS & COLLEC	57.53
	4/05/19	SERVICE AGREEMENT-SHARP MX	ELECTRIC	ACCTS-RECORDS & COLLEC	68.54
	4/05/19	COPIER SERVICE-MXC301W	LIQUOR	O-GEN MISC	68.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	4/05/19	RIBBONS	DATA PROCESSING	DATA PROCESSING	17.40
	4/05/19	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	85.34_
				TOTAL:	1,076.33
OXFORD AUTOMOTIVE EXTERIORS LLC	4/05/19	#31WINDSHIELD	GENERAL FUND	POLICE ADMINISTRATION	481.32
	4/05/19	#31WINDSHIELD	GENERAL FUND	POLICE ADMINISTRATION	30.00_
				TOTAL:	511.32
PELLEGRINO FIRE EXTINGUISHER SALES	4/05/19	YRLY EXTINGUISHER CERTIFIC	GENERAL FUND	GENERAL GOVT BUILDINGS	44.00
	4/05/19	YRLY EXTINGUISHER CERTIFIC	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	269.00
	4/05/19	YRLY EXTINGUISHER CERTIFIC	LIQUOR	O-GEN MISC	14.00_
				TOTAL:	327.00
PEPSI COLA BOTTLING CO	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	178.00
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	35.85_
				TOTAL:	213.85
PHILLIPS WINE & SPIRITS INC	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,653.24
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	240.00
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	47.00
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,462.77
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	97.75
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,225.41
	4/05/19	MIX	LIQUOR	NON-DEPARTMENTAL	18.00
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	168.85-
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	160.00-
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	143.85
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	5.07
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	44.04
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	62.53
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	3.38-
				TOTAL:	13,667.43
PICKET FENCE ON MAIN	4/05/19	HEMMED PANTS, PATCHES, SHI	GENERAL FUND	POLICE ADMINISTRATION	192.00_
				TOTAL:	192.00
BRIAN POWERS	4/05/19	MARCH BOILER CHECKS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	300.00_
				TOTAL:	300.00
PROSTEAM CLEANING INC	4/05/19	SCRUB FLOOR	LIQUOR	O-GEN MISC	160.31_
				TOTAL:	160.31
RACOM CORP	4/05/19	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	502.68
	4/05/19	EARPHONE KIT	GENERAL FUND	POLICE ADMINISTRATION	64.00_
				TOTAL:	566.68
RESERVE ACCOUNT-ACCOUNT#30233498	4/05/19	POSTAGE BY PHONE	WATER	ADMIN OFFICE SUPPLIES	150.00
	4/05/19	POSTAGE BY PHONE	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	4/05/19	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	4/05/19	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	4/05/19	POSTAGE BY PHONE	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	4/05/19	POSTAGE BY PHONE	ELECTRIC	ACCTS-RECORDS & COLLEC	2,700.00_
				TOTAL:	6,000.00
RJM DISTRIBUTING INC	4/05/19	BEER	LIQUOR	NON-DEPARTMENTAL	172.35_
				TOTAL:	172.35



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ROBINSON STEVE	4/05/19	MILEAGE ST PAUL LEGISLATUR	GENERAL FUND	ADMINISTRATION	438.48_
		TOTAL:			438.48
TRONS REPAIR INC	4/05/19	DOT STICKER '88 DITCH WITC	ELECTRIC	O-DISTR UNDERGRND LINE	231.92
	4/05/19	#408 SERVICE, FUEL FILTERS	STORM WATER MANAGE	STREET CLEANING	365.18
	4/05/19	#408 SERVICE, FUEL FILTERS	STORM WATER MANAGE	STREET CLEANING	36.48_
		TOTAL:			633.58
RUNNINGS SUPPLY INC-ACCT#9502440	4/05/19	PIPE FITTINGS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	14.37
	4/05/19	CLAMP/ICE MELT	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	9.68
	4/05/19	TIRE PATCH	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2.49
	4/05/19	SPRAY CONTAINER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	6.99
	4/05/19	BATTERIES/LIGHT BULBS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	48.53
	4/05/19	COUPLING	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.17
	4/05/19	AIRHOSE GUN	ELECTRIC	O-DISTR MISC	33.95_
		TOTAL:			120.18
RUNNINGS SUPPLY INC-ACCT#9502485	4/05/19	EXTN CORDS, WIRE ROPE, BOL	GENERAL FUND	FIRE ADMINISTRATION	51.76
	4/05/19	CLEANING SUPPLIES	GENERAL FUND	FIRE ADMINISTRATION	8.38
	4/05/19	EXTN CORDS	GENERAL FUND	FIRE ADMINISTRATION	9.98
	4/05/19	STORAGE BARREL, UNIFORMS	GENERAL FUND	ANIMAL CONTROL ENFORCE	56.98
	4/05/19	LED CORN BULBS	RECREATION	PARK AREAS	29.99
	4/05/19	EYE SCREWS-PLEASANT TENNIS	RECREATION	PARK AREAS	1.99
	4/05/19	SAFETY GLASSES	RECREATION	PARK AREAS	9.99
	4/05/19	BAC DOWNSPOUTS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	99.99
	4/05/19	SOFTENER SALT	AIRPORT	O-GEN MISC	41.90
	4/05/19	GALVANIZED CABLE	AIRPORT	O-GEN MISC	130.90
	4/05/19	GALVANIZED CABLE, SHOP LIG	AIRPORT	O-GEN MISC	81.38_
		TOTAL:			523.24
SCHAAP SANITATION INC	4/05/19	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	102.58
	4/05/19	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	49.44
	4/05/19	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	79.54
	4/05/19	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	37.68
	4/05/19	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	333.28
	4/05/19	MONTHLY SERVICE	RECREATION	PARK AREAS	300.84
	4/05/19	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	125.34
	4/05/19	MONTHLY SERVICE	WATER	O-DISTR MISC	53.54
	4/05/19	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	270.15
	4/05/19	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	74.13
	4/05/19	MONTHLY SERVICE	LIQUOR	O-GEN MISC	71.38
	4/05/19	MONTHLY SERVICE	LIQUOR	O-GEN MISC	253.01
	4/05/19	MONTHLY SERVICE	AIRPORT	O-GEN MISC	96.60
	4/05/19	SOLID WASTE MGMT-FEBRUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	68,592.68
	4/05/19	SOLID WASTE MGMT-FEBRUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	13,839.86
	4/05/19	SOLID WASTE MGMT-FEBRUARY	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	90.22-
	4/05/19	SOLID WASTE MGMT-FEBRUARY	GARBAGE COLLECTION	CODE ENFORCEMENT	4,456.29_
		TOTAL:			88,646.12
SCHWALBACH ACE HARDWARE-5930	4/05/19	PUTTY KNIFE, ROOF COAT	GENERAL FUND	GENERAL GOVT BUILDINGS	29.57
	4/05/19	MAILBOXES	GENERAL FUND	ICE AND SNOW REMOVAL	39.98
	4/05/19	AIR FILTERS, PUTTY KNIFE,	GENERAL FUND	CENTER FOR ACTIVE LIVI	24.95
	4/05/19	AIR FILTERS, PUTTY KNIFE,	GENERAL FUND	CENTER FOR ACTIVE LIVI	15.58
	4/05/19	ROOF CEMENT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	13.99
	4/05/19	LAWN FERTILIZER	RECREATION	SOCCER COMPLEX	22.99
	4/05/19	MAILBOX	RECREATION	TREE REMOVAL	13.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	4/05/19	PUTTY KNIFE, CEMENT	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	15.58
	4/05/19	CAULK GUN, CAULK	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	19.98
	4/05/19	DRYWALL SCREWS, SCREWDRIVE LIQUOR		O-GEN MISC	13.56_
				TOTAL:	210.17
SCHWALBACH ACE #6067	4/05/19	PVC ELBOW	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	9.40
	4/05/19	BIT	ELECTRIC	M-DISTR UNDERGRND LINE	6.99_
				TOTAL:	16.39
SHINE BROS CORP OF MINN	4/05/19	REBAR FOR LIGHT POLES	ELECTRIC	FA DISTR ST LITE & SIG	268.30_
				TOTAL:	268.30
SOUTHERN GLAZER'S OF MN	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,287.45
	4/05/19	WINE	LIQUOR	NON-DEPARTMENTAL	246.00
	4/05/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,674.43
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	31.06
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	11.10
	4/05/19	FREIGHT	LIQUOR	O-SOURCE MISC	30.20_
				TOTAL:	5,280.24
STUART C IRBY CO	4/05/19	RUBBER GLOVE PROTECTORS	ELECTRIC	O-DISTR MISC	49.50_
				TOTAL:	49.50
PETER L SUBY	4/05/19	DOOR & CABINET REPAIRS	GENERAL FUND	FIRE ADMINISTRATION	702.50_
				TOTAL:	702.50
SWANK MOTION PICTURES INC	4/05/19	MOVIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	400.00
	4/05/19	MOVIE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	200.00_
				TOTAL:	600.00
THE EMBLEM AUTHORITY	4/05/19	SHOULDER PATCHES	GENERAL FUND	POLICE ADMINISTRATION	670.00_
				TOTAL:	670.00
UNITED PARCEL SERVICE	4/05/19	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	21.72_
				TOTAL:	21.72
US POSTAL SERVICE	4/05/19	POSTAGE DUE ACCOUNT	ELECTRIC	ADMIN OFFICE SUPPLIES	33.09_
				TOTAL:	33.09
UVANECKER PROMOTIONS LLC	4/05/19	BILLBOARD RENEWAL	LIQUOR	O-GEN MISC	801.56_
				TOTAL:	801.56
VEOLIA WATER NORTH AMERICA	4/05/19	CONTRACT OPERATION WWTF-AP	INDUSTRIAL WASTEWA	O-PURIFY MISC	51,600.11_
				TOTAL:	51,600.11
VERIZON WIRELESS	4/05/19	PHONE SERVICE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	322.36_
				TOTAL:	322.36
WORTHINGTON BUILDING MATERIALS INC	4/05/19	BOY SCOUT BLDG	RECREATION	GOLF COURSE-GREEN	771.89
	4/05/19	BOY SCOUT BLDG	RECREATION	GOLF COURSE-GREEN	9.96
	4/05/19	BOY SCOUT BLDG	RECREATION	GOLF COURSE-GREEN	26.72
	4/05/19	BOY SCOUT BLDG	RECREATION	GOLF COURSE-GREEN	11.17_
				TOTAL:	819.74
WORTHINGTON CEMETERY ASSOCIATION	4/05/19	2019 FUNDING	GENERAL FUND	OTHER GEN GOVT MISC	10,000.00_
				TOTAL:	10,000.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
WORTHINGTON ELECTRIC INC	4/05/19	CH RECORDS ROOM	GENERAL FUND	GENERAL GOVT BUILDINGS	277.32
	4/05/19	CH RECORDS ROOM	GENERAL FUND	GENERAL GOVT BUILDINGS	180.00_
				TOTAL:	457.32
WORTHINGTON FOOTWEAR	4/05/19	BOOTS	RECREATION	PARK AREAS	184.00_
				TOTAL:	184.00
WORTHINGTON PRINTING CO INC	4/05/19	INVOICES	WATER	ACCTS-RECORDS & COLLEC	771.68
	4/05/19	INVOICES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	771.68
	4/05/19	INVOICES	ELECTRIC	ACCTS-RECORDS & COLLEC	1,543.36_
				TOTAL:	3,086.72
YMCA	4/05/19	CAL MGMT	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,519.66_
				TOTAL:	3,519.66

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

101	GENERAL FUND	492,482.30
202	MEMORIAL AUDITORIUM	3,620.01
207	PD TASK FORCE	322.36
229	RECREATION	16,591.83
231	ECONOMIC DEV AUTHORITY	3,065.52
401	IMPROVEMENT CONST	1,387.95
601	WATER	29,647.29
602	MUNICIPAL WASTEWATER	16,836.95
604	ELECTRIC	73,617.17
605	INDUSTRIAL WASTEWATER	69,124.43
606	STORM WATER MANAGEMENT	2,436.04
609	LIQUOR	105,275.21
612	AIRPORT	3,122.35
702	DATA PROCESSING	174.74
873	GARBAGE COLLECTION	86,798.61
878	WASTE MANAGEMENT COLL	7,246.00
882	TOURISM PROMOTION	9,729.08

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GRAND TOTAL: 921,477.84  
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PACKET: 03121 PAYROLL 4/5/19 - 9

VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*

BANK: 1 WELLS FARGO-CITY

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
D00173		DEFERRED COMP- MINNESOTA STATE	D	4/10/2019			000861	7,389.97
E00088		EFTPS	D	4/10/2019			000862	51,644.07
M00309		MINNESOTA STATE RETIREMENT SYSTD		4/10/2019			000863	1,515.00
O00021		OPTUM HEALTH FINANCIAL	D	4/10/2019			000864	2,930.89
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		4/10/2019			000865	45,883.63
S00202		STATE OF MINNESOTA DEPT OF REVED		4/10/2019			000866	10,848.98

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	120,212.54	120,212.54
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	6	0.00	120,212.54	120,212.54