

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Tuesday, May 28, 2019**

**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. PUBLIC HEARING -FIRST READING OF AN ORDINANCE TO VACATE PART OF EIGHTH STREET - ENGINEERING CASE ITEM 1 (BLUE)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. City Council Minutes of Regular Meeting May 13, 2019
    - b. City Council Minutes of Special Joint Meeting with Worthington Public Utilities May 22, 2019
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. YMCA Board of Directors Minutes of April 29, 2019
    - b. YMCA Board of Directors Minutes of March 25, 2019
    - c. Heron Lake Watershed Board Minutes of March 18, 2019
  - 3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)
    - Case Item(s)
      - 1. Temporary On-Sale Liquor License - Lake Okabena



- Improvement Association
2. Application for Parade Permit or to Block Streets - EFCW 663/ St. Mary's Church
3. Application for Parade Permit or to Block Streets - International Festival Cultural Awareness

4. **BILLS PAYABLE (WHITE)**

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

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

Case Items

1. Third Reading Proposed Ordinance to Regulate All-Terrain Vehicles on City Streets and Approval of Summary Ordinance Publication
2. Nobles County Attorney Update and 2020 Budget Presentation
3. Entertainment Spec Building Approval of Plans and Authorization to Advertise for Bids
4. Field Houses Professional Services Agreement

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

Case Items

1. Proposed Permit Fees Related to ATV Ordinance and the Regulation of All-Terrain Vehicles on City Streets

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

Case Items

1. Approve Change Orders for the Public Works Remodeling Project

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



Case Items

1. Bids for 10<sup>th</sup> Avenue Bridge Replacement
2. Centennial Park Pedestrian Bridge

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

Case Items

1. First Reading Proposed Ordinance - Change of Zone - Certain Property Located Along South Crailsheim Road South of Sutherland Drive
2. First Reading Proposed Ordinance - Change of Zone - Certain Property South of Interstate 90 and North of Darling Drive from an Extension of Grand Avenue Heading North to Property Owned by Worthington Christian School
3. Request for Site Preparation Assistance Payment - 1426 Oxford Street
4. Intent to Hold Public Hearing for Authorization to Issue Senior Housing Revenue Refunding Note - Meadows of Worthington, LLC (Ecumen)

**K. 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

**L. CITY ADMINISTRATOR REPORT**

**M. CLOSED SESSION UNDER MINN STAT § 13D.05, SUBD. 3 (A) PERFORMANCE EVALUATION - CITY ADMINISTRATOR - (ADMINISTRATIVE CASE ITEM 5)**

1. Motion to Close Meeting
2. Discussion
3. Re-Open Meeting

**N. ADJOURNMENT**



**WORTHINGTON CITY COUNCIL  
REGULAR MEETING MAY 13, 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; Troy Appel, Public Safety Director; Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Mindy Eggers, Assistant City Clerk.

Others present: Ben Weber; Justine Wettschrek, Radio Works; Leah Ward, The Globe.

The Pledge of Allegiance was recited.

**AGENDA CLOSED / APPROVED**

Staff requested the addition of item *E.2.e. Planning Commission / Board of Appeals Minutes of May 7, 2019, item E.2.f. Traffic & Safety Committee Minutes of April 30, 2019, Community/Ec. Development case item J.4. First Reading Proposed Ordinance - Change of Zone - Certain Property South of Interstate 90 and North of Darling Drive from an Extension of Grand Avenue Heading North to Property Owned by Worthington Christian School, Community Ec./Development Case Item J.5. City Spec Building Conditional Use Permit Applicant Approval.*

The motion was made by Council Member Ernst, seconded by Council Member Harmon and unanimously carried to close / approve the agenda with the noted additions and changes.

**PUBLIC HEARING - FIRST READING OF AN ORDINANCE TO VACATE PART OF NINTH STREET APPROVED**

Pursuant to published notice, this was the time and date set for a public hearing for a first reading of an ordinance to vacate part of Ninth Street.

Council Member Oberloh stated he would be abstaining from voting because he is a participant in the project.

The motion was made by Council Member Janssen, seconded by Council Member Cummings and carried to open the hearing. Council Member Oberloh abstained.

Dwayne Haffield explained that the City has received a petition to vacate the northeasterly 8" of 9<sup>th</sup> Street from 3<sup>rd</sup> Avenue to approximately 126 feet southeast. The vacation would allow the adjacent building wall to be extended to allow for required building insulation. Owners of 100% of the abutting property and owners of 58.5% of the non-abutting properties within 300 feet of the ends of the segment to be vacated are represented on the petition. He said a similar vacation did occur in



1983 along 10<sup>th</sup> Street to allow improvements to the “Dr. Thul” building although staff and the City Attorney recommended that the vacation be denied.

Mr. Haffield, explained that there is no other provision in the Charter addressing the need for a hearing on vacating a street or alley, other than that for adopting an ordinance, nor has there been any provision found in City Code requiring such a hearing. The League of Minnesota Cities does recommend that a city provide notice to the affected public of a proposed vacation for due process reasons. Historically, the Planning Commission has held a hearing for any right of-way vacation independent of the extent or nature of the vacation. Planning Commission involvement is appropriate in any vacation that may directly or indirectly impact current or future land use or transportation planning. From time to time, limited or partial right-of-way vacations or vacations of functionally isolated rights-of-ways are petitioned for. He explained it is proposed and this case implements a change to bring vacations that would not represent a significant change in the useful function of a right-of-way directly to Council. Notices will continue to be mailed to owners of property within 300 feet of the ends of the proposed vacation and it is recommended and proposed that Council hold a hearing before giving a first reading of an ordinance to vacate any portion of right-of-way. In effect the hearings for limited vacations be moved from being held by the Planning Commission to Council so as to reduce the time line for completing minor vacations.

Section 4.14 of the City Charter, “Vacation of Streets”, states that:

Upon the petition of owners of more than fifty percent of the property fronting upon any portion of any street or public way together with a petition of the owners of more than fifty percent of the property within a distance of three hundred feet in each direction from the ends of such portion so proposed to be vacated, the City Council may by ordinance vacate the same. Such ordinance shall receive the readings, notices, and publications as provided for in Section 4.05 of this Charter. Such ordinance shall not become effective until a certified copy thereof shall have been filed for record with the register of deeds.

Mr. Haffield stated Council may wish to give first reading of the ordinance based on the precedent established to accommodate improvements to zero lot line building in the downtown area. The City did obtain underlying title of all existing streets and alleys in the original Plat of Worthington. This was obtained from the only known interest to the rights-of-way which had been dedicated with reversion rights. Upon vacation, Council will also be requested to authorize sale of the vacated segment to the abutting property owner.

He noted should Council not concur with this recommendation, the matter should be directed to the Planning Commission.

No testimony was received.



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

The motion was made by Council Member Cummings, seconded by Council Member Harmon and carried to give a first reading to the proposed ordinance.

### **CONSENT AGENDA APPROVED**

Council Member Oberloh asked to have a minor discussion on the Planning Commission / Board of Appeals Minutes of May 7, 2019, and the Application for On-Sale Beer License - Nobles County Speedway - Van Ecker Promotions.

Council Member Oberloh stated that Council received the Planning Commission / Board of Appeals minutes from the May 7, 2019 meeting this afternoon and he has an issue with the proposed sign at the Cenex gas station. He said they have done an amazing job with all of the upgrades and have an awning with an embossed sign that is keeping them from putting up an additional pizza sign. Council Member Oberloh asked what could be done to resolve this issue. Jason Brisson, Community Ec./Development Director stated that the business has the ability to appeal within seven days, the City Council would then have the opportunity to over turn the decision of the Planning Commission. Council Member Oberloh stated that he doubts whether they will come forward with an appeal as he was told they have been told no three times. Mr. Brisson stated the logo on the canopy and the pizza sign are in fact both illegal, they were aware they did not meet the legal requirements and built it anyway. He explained that a business that has a corner lot usually has double the signing that is allowed over non corner lots. Mayor Kuhle asked if they are being asked to take down both signs and Mr. Brisson said yes they are. Council Member Ernst stated that she did not think from the discussion at the Planning Commission that was the action that was going to be taken. Council Member Oberloh stated that he has never done this before and doesn't know if it is allowed but will be contacting the manager tomorrow and telling them to come in and start an appeal process.

Council Member Oberloh stated that there were many complaints last year about how long the races lasted, he said there were nights that the races were still going at 12:30 a.m. Mayor Kuhle asked if it was continually or weather related. Council Member Oberloh stated that he did not think it had anything to do with weather and wondered if they could be shut down if they were still going past 11:00 p.m. Troy Appel, Public Safety Director stated that it would be better to address it up front with the promoter rather than sending officers to the races with a full grandstand of people and then try to shut them down. Council Member Oberloh stated they should only be allowed three warnings then be shut down and, if possible receive an administrative fine. Council Member Ernst stated that contact should be made with the promoters and ask them to consider starting the races earlier. Council Member Oberloh stated that the races should definitely be able to be done in a more timely manner and if not asked if the beer license could be withheld. Steve Robinson, City Administrator,



stated staff will check into what would be allowed or could be lawfully enforced concerning the matter.

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

- City Council Minutes of Regular Meeting April 22, 2019;
- Minutes of Boards and Commissions - Water & Light Commission Minutes of May 6, 2019; Water & Light Commission Minutes of April 15, 2019; Worthington Area Convention & Visitors Bureau Minutes of March 27, 2019; 2019 Local Board of Appeal / Equalization Minutes of May 1, 2019 March 18, 2019; Planning Commission / Board of Appeals Minutes of May 7, 2019; Traffic & Safety Committee Minutes of April 30, 2019
- Financial Statements - Municipal Liquor Store Income Statement for the period January 1, 2019 through April 30, 2019
- Application for Parade Permit or to Block Streets - Worthington Okabena Windsurfers
- Application for Temporary On-Sale Liquor License - Worthington Okabena Windsurfers
- Application for On-Sale Beer License - Nobles County Speedway - VanEcker Promotions
- Application for Parade Permit or to Block Streets - Solid Rock Church
- 2019 Additional Private Dock Applications
- Bills payable and totaling \$1,222,652.53 be ordered paid

**APPROVED FIRST READING - CHANGE OF ZONE - CERTAIN PROPERTY SOUTH OF INTERSTATE 90 AND NORTH OF DARLING DRIVE FROM AN EXTENSION OF GRAND AVENUE HEADING NORTH TO PROPERTY OWNED BY WORTHINGTON CHRISTIAN SCHOOL**

Jason Brisson, Community/Ec. Development Director, stated that the City of Worthington is considering a change of zone of property owned by Kelly Properties of Worthington Inc. south of Interstate 90 and north of Darling Drive from an extension of Grand Avenue heading north to property owned by Worthington Christian School. The proposed change of zone is from “R-4” - Medium Density Residential to “B-3” – General Business. The requested change of zone is to permit a proposed approximately 28,000 square foot spec building. The legal description of the property under consideration is as follows:

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

Commencing at the Northwest corner of the plat of Northland Park Second Addition, according to the recorded plat thereof; thence on an assumed bearing of North 89 degrees 09 minutes 44 seconds West, along the south line of a tract as recorded in Document No.



260443, a distance of 155.00 feet to the Southwest corner of said tract; thence continuing North 89 degrees 09 minutes 44 seconds West a distance of 500.18 feet to the east line of a tract as recorded in Document No. 285896; thence North 0 degrees 00 minutes 30 seconds East, along said east line, a distance of 243.82 feet to the south line of a tract as recorded in Document No. 260600; thence South 89 degrees 01 minutes 16 seconds East, along said south line, a distance of 158.32 feet to the Southeast corner of said tract, said Southeast corner being the point of beginning of the tract to be described; thence North 0 degrees 00 minutes 30 seconds East, along the east line of said tract, a distance of 437.57 feet to the Northeast corner of said tract located on the southerly right of way line of Interstate Highway No. 90; thence South 89 degrees 09 minutes 45 seconds East, along said southerly right of way line, a distance of 342.23 feet to the Northwest corner of said tract as recorded in Document No. 260443; thence South 0 degrees 02 minutes 22 seconds West, along the westerly line of said tract, a distance of 438.36 feet; thence North 89 degrees 01 minutes 47 seconds West, along said westerly line, a distance of 135.00 feet; thence continuing North 89 degrees 01 minutes 47 seconds West a distance 207.01 feet to the point of beginning.

Mr. Brisson explained the Planning Commission considered the application at its May 7, 2019 meeting. After holding a public hearing, the Commission voted 4-3 to recommend the City Council not to approve the proposed change of zone.

Council Member Ernst stated that she supports the project and in defense of the Planning Commission's decision, they were basing it on the lack of buffers between the "R-2" and "R-4" zones.

Council Member Oberloh stated that he feels that it fits within the model as it does in other communities as medium density, it will have multi family housing next to a commercial area that also has single family homes in the area.

Council Member Cummings stated the City cannot buy a portion of this property and the best thing for the taxpayers is to purchase all of it. He said it provides safety along with the added amenity that has been asked for over and over. It will also allow for growth of the community by extending Cecilee all the way providing for a commercial thoroughfare that could also lead to the potential for additional housing.

Council Member Oberloh stated that the sub-committee looked at five different sites and this property was at the top of the list for the proposed theater because of the area and new sidewalks that have been added to it. He reminded Council that the first location was not seen as feasible as it had no sidewalk access to get there.

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and



unanimously approved to give a first reading to the proposed ordinance.

**APPROVED CITY SPEC BUILDING CONDITIONAL USE PERMIT**

Mr. Brisson explained the City has proposed a change of zone of certain property south of Interstate 90 and north of Darling Drive from an extension of Grand Avenue heading north to property owned by Worthington Christian School from its current "R-4" – Medium Density Residential zoning designation to "B-3" - General Business to permit the City to construct a spec building intended to be leased to a movie theater operator. The land use of a theater would only be permitted on property zoned "B-3" with issuance of a conditional use permit (CUP). The required submittals for a conditional use permit application for this project have been provided to the City by a consultant firm. The City's CUP application requires a signature from both the applicant and the land owner. Mr. Brisson stated that the application will then be forwarded to the Planning Commission for consideration at the June 4, 2019 Planning Commission meeting. At that meeting, the Planning Commission will provide a recommendation regarding the application to the City Council for consideration at the June 10, 2019 City Council meeting.

Mr. Brisson stated that the final site plan will have some slight changes that will meet the minimum zoning standards and the design guidelines.

A motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously approved to authorize the Mayor to execute the CUP application on behalf of the City.

**THIRD READING OF 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)**

Pursuant to published notice this was the time and date for the third reading of a proposed 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) as follows:

*The following legally described area, presently included in the "R-4" district, shall henceforth be included in the "R-5" 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.*

Mr. Brisson explained adoption of the proposed ordinance will permit a proposed 16-unit, approximately 8,350 square foot memory care expansion of the Golden Horizons Assisted Living Facility by increasing the maximum building coverage permitted to 50%.

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

**SECOND READING PROPOSED ORDINANCE TO REGULATE ALL-TERRAIN VEHICLES ON CITY STREETS APPROVED**

Pursuant to published notice this was the time and date for the second reading of a proposed ordinance to Regulate All-Terrain Vehicles on City Streets as follows:

An Ordinance to Regulate All-Terrain Vehicles on City Streets by Amending the City Code of the City of Worthington, Minnesota to Create a New Chapter 73.

The purpose of the Ordinance is to provide reasonable regulations for the use of special and recreational motor vehicles on public and private property in the city.

A complete copy of the proposed ordinance was included in the April 22, 2019 Council packet.

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



**APPROVED LEASE OF BIOTECHNOLOGY ADVANCEMENT CENTER BUILDING TO BISON-HOLDINGS, LLC**

Steve Robinson, City Administrator, stated that Wayne and Marc Freese approached the City earlier this summer and inquired about the possibility of entering into a long term lease of the City's BAC Building. Their interest was prompted by expansion plans of Cambridge Technologies and the need for business incubator space for animal health start-ups over the next several years. Their business growth plan necessitates remodeling of the facility and the desire to ensure that their capital investment is secure over time.

Mr. Robinson explained the BAC building began as a joint venture 15,000 SF spec building constructed in 2006. Its purpose was economic development through the creation of jobs and to incubate new businesses. The City purchased the building from the other partners in 2009 for \$412,000. Shortly thereafter, construction on the 8,500 SF office and training center began. The City was the recipient of a Federal EDA grant for the development of the facility. The City pledged \$220,000 toward the building as part of the City's grant match. These funds were not used during the initial construction and have been held in reserve dedicated to the unfinished office/laboratory area.

He said from 2008 through April 2019, the City has received \$516,435 in rental income and incurred \$430,877 in operating expenses resulting in a positive cash flow of \$85,558 over the past ten plus years.

The facility currently generates \$75,433 annually in rental income. The City's annual expenses are \$50,091 leaving a positive annual cash flow of \$25,342. The current tenants and their annual rents are as follows:

University of Minnesota Extension:

|   |  |
|---|--|
|   | \$27,245   |
| • Minnesota. Department of Agriculture: | \$2,400  |
| • Ani Logics (PHG):                     | <u>\$42,120</u> (plus \$3668, utility reimbursement) |
| Total:                                  | \$75,433   |

He explained that the simplest way to explain the financial terms is that in return for the long-term lease and buyout, Bison-Holdings, LLC will ensure that the City receives \$42,000 annually in rent for all space within the BAC building. Rent received from the Minnesota Department of Agriculture and the University of Minnesota Extension will be credited to Bison-Holdings, LLC toward their annual commitment of \$42,000. If one of those tenants leaves or has their lease modified, Bison-Holdings, LLC will be responsible for making up the difference. In addition, Bison-Holdings, LLC will take on responsibility for all operational expenses that are attributed to the space they occupy



or are financially responsible for. He noted that under this proposal, the City's projected cash flow and income will be substantially more than the current arrangement over the lease period through a reduction in expenses. The lease and Memorandum of Understanding, have been reviewed by the City Attorney and would be between the City and Bison-Holdings, LLC notes the City's ongoing commitment to use the reserve funds of \$220,000.00 toward the build out of the unfinished areas and/or other mutually agreed upon improvements.

Council Member Oberloh asked if a provision was written in the contract that would allow the city to take in more money if Bison Holdings, LLC would have a new renter at an increased rate compared to what the occupants are paying now. Mr. Robinson said that the City's share would stay the same as agreed by both parties.

Council Member Cummings stated this opportunity allows for this building to be exactly what it is meant to be allowing for the City to reduce expenses and still make profit while having a company that has access to other businesses of this nature that the City does not.

Council Member Harmon stated that this will have the potential for 20-40 employees at higher paid wages.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the lease of the Biotechnology Advancement Center Building to Bison-Holdings, LLC.

#### **EXTENSION OF ENTERTAINMENT BUILDING REAL ESTATE PURCHASE AGREEMENT OPTION APPROVED**

Mr. Robinson stated that the February 11, 2019 meeting, City Council approved and authorized the Mayor and Clerk to execute an agreement, included with Kelly Properties of Worthington, Inc. for the exclusive and irrevocable 90 day option to purchase Parcel #31-3845-000, 11.36 acres, for a sum of \$369,200.00. He explained that the City has paid to the Owners \$5,000.00 in consideration of the option. The option money applies to the purchase price at closing. Per the agreement, the option needs to be extended and the option included a provision to extend it for an additional 90 days for an additional \$10,000.00. The additional option money would apply to the purchase price at closing.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the extension of the option with the additional \$10,000.00 that would be applied to the purchase price.

#### **WORTHINGTON FIREFIGHTER'S RELIEF ASSOCIATION PENSION ADJUSTMENT APPROVED**



Mr. Robinson explained at the voluntary firefighters meeting eligibility requirements are entitled to receive retirement benefits in the form of a lump sum payment. Each eligible firefighter receives the benefit level in effect at the time of their retirement from active service. The benefit level has been adjusted from time to time to reflect inflation and to remain attractive in recruiting new volunteers. The current benefit is \$2,864.00 per year of active service. Mr. Robinson stated that the last adjustment occurred in January 2017 and the relief association is requesting a two percent adjustment effective January 1, 2019 representative of an annual adjustment of one percent. The new retirement benefit will then be \$2,921.00.

Council Member Harmon asked the average length of service for a fighter. Mr. Robinson stated that the target seems to be twenty years of service but it is not unusual to see twenty-five years.

Mayor Kuhle asked what the payout is after twenty-years. Mr. Robinson stated that under the current rate it would be \$57,280.00 and it is received as a lump sum from the firefighter pension plan.

A motion wade by Council Member Mike Harmon, seconded by Chad Cummings and unanimously carried to approve the two percent adjustment to the firefighter retirement benefit.

**CONSIDERATION OF EXECUTION OF A CONTRACT FOR RANGE AGREEMENT  
BETWEEN THE CITY OF WORTHINGTON AND NOBLES COUNTY**

Troy Apple, Public Safety Director explained that the Nobles County Sheriff's Office conducts firearms training separate from the Worthington Police Department. He said that Nobles County has sent a deputy to fire arm training and has requested continued use of the Worthington Pistol Range.

Mr. Appel explained the City attorney has reviewed the agreement and is recommending the City enter into a license agreement with Nobles County for any continued use of the range.

A motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to approve the Range Agreement between the City of Worthington and Nobles county.

**RESOLUTION NO. 2019-05-21 ADOPTED AUTHORIZING EXECUTION OF  
MINNESOTA DEPARTMENT OF TRANSPORTATION AIRPORT MAINTENANCE AND  
OPERATIONS GRANT AGREEMENT**

Todd Wietzema, Public Works Director, stated the City of Worthington biannually enters into a grant agreement, with the State of Minnesota DOT Aeronautics division, for partial reimbursement of our airport maintenance and operation cost. He said the proposed grant will cover the state fiscal years of 2020 and 2021. Mr. Wietzema explained the City of Worthington will be paid for 75% of the eligible maintenance and operations cost, not to exceed \$77,251.00 of state aid for each fiscal year.



It was unanimously carried to adopt the following resolution:

RESOLUTION NO. 2019-05-21

**AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION  
AIRPORT MAINTENANCE AND OPERATION GRANT AGREEMENT**

(Refer to Resolution File for complete copy of Resolution)

**APPROVED DECLARATION OF TWO CITY VEHICLES AS SURPLUS PROPERTY**

Mr. Wietzema explained in accordance with the City of Worthington's Disposal Policy, City Council needs to declare City owned vehicles as surplus property before they can be listed for sale. He said staff would like council to declare the following two vehicles as surplus so they can be disposed of:

- 2007 Ford F450 One Ton Truck with 88,700 miles.
- 2001 Chevy ½ Ton Pickup with 107,676 miles.

He explained staff is proposing that these surplus vehicles be sold by sealed bid. Staff will place For Sale signs in these surplus vehicles with information on how they can be purchased. He noted that both of the proposed vehicles were scheduled to be replaced in the 2019 budget.

A motion was made by Council Member Cummings, seconded by Council Member Janssen, and unanimously approved to declare the two listed vehicles as surplus property and allow staff to advertise them for disposal.

**APPROVED A BUDGET AMENDMENT TO PURCHASE A NEW PARK MOWER**

Mr. Wietzema stated City Public Works staff is requesting councils approval to replace a 2002 Kubota F2560, with a new 2019 Kubota F2690. He explained when the City Parks department bought the 2002 Kubota mower new in 2002, its years of useful life was determined to be 12 years. When this mower was to be replaced in 2014 it was determined that we could not replace it with a new mower that would have a high lift grass catcher. These mowers are what park personnel use to go around each fall and clean up leaves in the parks. When this mower was to be replaced in 2014, staff decided not to replace it until we could come up with an option to replace it with what we currently have, Park Superintendent Scott Rosenberg, has now found a replacement option.

Mr. Wietzema explained the new mower that is proposed to be purchased is a 2019 Kubota F2690, will cost \$38,699.00. The city would be receiving a trade in value, on our 2002 Kubota F2560, of \$9,984.00. The out of pocket purchase price would be \$28,685.00. The 2019 E.R.S. reserve balance for replacing the 2002 mower is \$18,563.00, leaving us \$10,122 below our replacement amount.



Staff has replaced 2 new Toro mowers in 2019, and they were \$15,870.70, under budget. He said staff is proposing that we use these funds to replace the remaining shortfall for this new 2019 Kubota mower. The 2019 E.R.S. reserves dedicated for all three mowers the parks budget would still be under budget by \$5,748.70. He noted that the proposed budget amendment would have no effect on the 2019 Public Works budget.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve the budget amendment to purchase the new park mower.

### **APPROVED CONSULTANT AGREEMENT FOR 2021 FEDERAL AID PROJECTS**

Dwayne Haffield, Director of Engineering stated the 2021 Capital Improvements includes two proposed federal aid projects. The significantly larger of these projects is the reconstruction of Oxford Street from McMillan Street to Humiston Avenue. The project will be a joint City/County project. Although construction is scheduled for 2021, the extent of project development efforts required for the project dictates that final planning, design, environmental review and the land acquisition process begin as soon as possible. He said that project development is significantly influenced by urban/City considerations, it is proposed that the City take the lead in advancing the project by entering into the contract for the professional services required.

Mr. Haffield explained the second 2021 federal aid project is the Transportation Alternative Program trails project. This involves extending a trail from Knollwood Drive to the Prairie Elementary school and a trail from Cecilee Street to the TH 60 trail. The only services proposed to be obtained from a consultant for this project are those pertaining to the services required to complete the Social, Economic and Environmental (SEE) Impacts sections of the Project Memorandum.

Bolton and Menk and SEH submitted proposals. The City and County Engineers met to evaluate the proposals and found both firms to be adequately qualified and based on the firm's approach to community outreach and land acquisition services as well as fees, SEH was selected as the preferred firm.

#### ***SEH***

|                                    | Oxford       | Trails     | Total        |
|------------------------------------|--------------|------------|--------------|
| Total preliminary and final design | \$266,700.00 | \$6,800.00 | \$273,500.00 |
| "Worst case" land acquisition      | \$181,050.00 | --         | \$181,050.00 |
| Total                              | \$447,750.00 | \$6,800.00 | \$454,550.00 |

Mr. Haffield explained the specific tasks needed under preliminary and final design include finalization of the layout plan, preparation of the Project Memorandum required for federal funding,



determination of the limits of temporary and any additional permanent right-of-way required (none assumed at this time), development of costs estimates and funding plan, as well as preparation of plans and specification. This work is to also include community outreach activities as plans are being developed. The extent of services needed for tasks is somewhat defined and the fees (not to exceed) are expected to be near that proposed.

Council Member Oberloh asked if these projects were 50/50 with the County. Mr. Haffield stated that it is an Urban project and the City and County would share in the costs but the City will pay for all of the costs up front before being reimbursed.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to authorize SEH as the selected firm and to amend the 2019 budget moving up the fees to this year.

**AIRPORT CONSULTANT CONTRACT AND APRON A RECONSTRUCTION DESIGN  
TASK ORDER APPROVED**

Mr. Haffield explained the City agrees to certain terms and conditions for receiving Airport Improvements Program (AIP) grants funded by the Federal Aviation Administration (FAA). These requirements include those pertaining to the procurement of professional services such as:

- > The consultant is to be selected through a qualifications based selection process.
- > The selection process must allow for open and free competition.
- > The services to be solicited are limited to identified projects that are initiated within five (5) years of the date the contract is signed by the consultant.

The previous Professional Services contract with the firm of Bolton and Menk, approved by Council on April 14, 2014, is no longer in effect. He reminded Council at its January 14, 2019 meeting, Council approved a process for selecting the airport consultant for the next five years for projects listed in a Request for Statement of Qualifications (SOQ) which includes those listed in the Airport's Capital Improvement's budget. The process was to include:

A request for SOQ's be published and direct mailed to firms known to be providing airport services in the State.

Three to five firms be selected on the basis of specific criteria to request proposals from or, alternately, to interview without requesting proposals.

A firm be selected on the basis of specific criteria to enter into fee negotiations with. This may or may not follow interviews with one or more of the firms if proposals are requested.



These steps were conducted by a selection committee consisting of a member of the Airport Committee to be appointed by the committee (Brian Larsen), a representative of the FBO (Cameron Johnson), the Director of Public Works, and the City Engineer.

He explained SOQs were mailed or emailed to sixteen firms either from the list of known firms or following a request for the SOQ (7 firms). Four SOQs were received. The firms submitting were Bolton & Menk, Inc., Bollig Inc., KLJ, and TKDA. The selection committee met on March 13, 2019 and determined that, based on the information submitted in the SOQs, the firms of Bolton & Menk, KLJ, and TKDA should be interviewed. Ranking was completed immediately following the interviews and the committee selected the firm of Bolton and Menk.

Mr. Haffield stated the master services agreement establishes the terms and conditions that may be common to all airport projects undertaken by the firm. Work Orders address the scope of services and any other specific terms relating to specific projects. He noted the Master Agreement has been reviewed by the City Attorney and the City's insurance agent.

#### ***South Apron A Reconstruction and Master Agreement Work Order 1***

Mr. Haffield stated the next federally funded project proposed in the current Airport Capital Improvements Program is the reconstruction of the South Concrete Apron which is anticipated to be completed in 2020 with AIP entitlement funds. This portion of the concrete Apron A (located in the terminal area) abuts the majority of the FBO Hangar and provides access to the jet fueling. Although the apron reconstruction is not scheduled until 2020, it is proposed to utilize part of the existing entitlement balance to fund the project design in federal fiscal year 2019. Completing design in FY 2019 will maximize use of entitlement funds which may only accumulate for three years.

The proposed Work Order 1 under the Bolton and Menk Master Agreement addresses the professional services needed for design through the bidding phase of the Apron A reconstruction. Although the City's preference for fees is hourly not to exceed, current application of FAA requirements directs the use of lump sum for services such as design and hourly plus fixed fee for services such as those for construction phases. The rates applied to derive the fixed fee proposed in the work order were compared to a current and a proposed professional services agreement and found to be at or below the rates used in those agreements. The hours assigned to derive the fee are found to be reasonable.

Mr. Haffield said the airport budget does not currently include expenditures in 2019 for the project. The City's Airport CIP lists the project in 2020 at a total cost of \$519,642 with a local share of \$51,964 being financed from use of reserves. The \$43,500 in fees should be addressed through budget amendments reflecting a \$43,500 expenditure, \$39,150 federal (AIP entitlement funds) and \$2,175 in MnDOT state revenues, and a local share of \$2,175 funded by use of airport reserves for capital improvements.



The grant agreements will be submitted to Council at a later date for approval.

A motion was made by Council Member Oberloh, seconded by Council Member Janssen, and unanimously carried to approve the budget amendments as outlined and authorize execution of the Master Agreement and Work Order 1.

### **AUTHORIZED EXECUTION OF PETITION TO VACATE PART OF 8<sup>th</sup> STREET**

Mr. Haffield noted that the petition to vacate part of 8<sup>th</sup> Avenue should have been listed as street in the heading, he stated it is correctly referred to in the case item.

Mr. Haffield explained the condominium association for Lake Shore Park Condominium, located at Lake Street (8th Street) and 4th Avenue, is interested in modifying certain number of the decks facing the lake along Lake Street. In order to enlarge the decks, a portion of the street right-of-way will need to be vacated. With the street vacated, the association will need to amend the condominium plat and the Planned Unit Development for the redevelopment area.

Mr. Haffield explained the area desired to be vacated is that between the existing right-of-way line and 1 foot, more or less, from the sidewalk. This portion of the right-of-way was dedicated as 8<sup>th</sup> Street in the original Plat of Worthington. Although labeled as “Park & Street” in the plat of Lake Shore Park Subdivision, the City Attorney concurs that the area is right-of-way as dedicated in the original plat and should be described as part of 8th Street.

Mr. Haffield explained the City Charter requires a petition representing over 50% of the property abutting the street segment to be vacated and over 50% of the property within 300 feet of the ends of the segment. The party interested in the vacation has submitted a petition that does not satisfy either requirement. The extent of city ownership or city co-ownership makes it impossible (abutting requirement) or, as a practical matter, difficult (non-abutting requirement) for the party to submit an adequate petition. In regard to properties abutting the portion desired to be vacated, it is not possible to satisfy this requirement without the City joining the petition because the City owns the park area abutting the street. In regard to property within 300 feet of the ends of the desired vacation, the interested party has sought to contact all applicable property owners. It is reported that none declined but some did not respond to attempts to be contacted. As shown in the map below, the City does own or is co-owner (parking lot in west quadrant of 9<sup>th</sup> Street and 4<sup>th</sup> Avenue intersection co-owned with the County) of a substantial amount of the property (about 38%) within 300 feet of the ends of the segment.

Mr. Haffield said the interested party is also requesting that the City join the petition. To formally represent city ownership of the property. If Council authorizes the execution of the petition, it will be processed as an adequate petition and brought back to Council after proper notice has been provided of a hearing on the vacation.



Council Member Ernst inquired about the small trapezoid piece that is not included in the request. Mr. Haffield stated that the small area was not included in the petition request.

A motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to authorize the Mayor to execute the petition and move forward with the proposed vacation for the public hearing and ordinance readings.

**ADOPTED RESOLUTION NO. 2019-05-22 DECLARING ADEQUACY OF PETITION AND ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

Mr. Haffield explained DK Buildings LLC is proposing to develop a portion of the former Rock Island railroad right-of-way in the southwest quadrant of the CSAH 5 and East Avenue intersection. The development is proposed to consist of multiple lots.

He stated the property is not currently served by sanitary sewer (wastewater collection). The owner has submitted the petition for improvement of the property's frontage along East Avenue by extension of the wastewater collection system. It is assumed the property would be served by an extension from the sanitary sewer located in the east part of the CSAH 5 right-of-way and in the middle of East Avenue although other options should be explored as part the feasibility study phase of the project. At a minimum, a public extension either across CSAH 5 or from the west through the adjacent park to the property would, by practice and precedent, be a public improvement. Whether the extension along the property frontage should be a developer installed improvement or part of the public extension would be evaluated in a feasibility study of the petitioned improvement. The determination of whether the extension along the property is to be developer installed or part of a public improvement is dependent on whether other properties should or would be served by an extension to serve the subject property.

Mr. Haffield said the petitioner did state the interest in having sewer available this year. Typically a petition submitted after October of any year is not acted upon for construction the following year. This reflects the need to initiate survey work before the winter design season. Council has accepted petitions for expedited projects particularly when consulting services are available and factors warrant immediate attention. In the case of this project, the potential for a conflict with the East Avenue paving improvement provides further justification to pursue an expedited project to facilitate additional housing development as soon as possible.

It was unanimously carried to adopt the following resolution:

RESOLUTION NO. 2019-05-22

DECLARING ADEQUACY OF PETITION AND ORDERING PREPARATION OF FEASIBILITY



## REPORT ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

A motion was made Council Member Cummings, seconded by Council Member Harmon and unanimously approved to authorize execution of the proposal from Midwest Engineering.

### **ADOPTED RESOLUTION NO. 2019-05-23 APPROVING PLANS AND AUTHORIZED ADVERTISEMENT FOR BIDS FOR HOMEWOOD HILLS STREET IMPROVEMENTS**

Mr. Haffield explained staff has prepared the plans for the improvement of the streets in Homewood Hills that were presented and approved at the April 10, 2019 improvement hearing.

Mr. Haffield explained the project also includes the optional sidewalk extensions to form several street crossings. In regard to the street crossings, the construction plans include a certain switch in crossing locations. The original proposal included a north-south crossing of Briarwood Drive at Donavon Drive but did not included a crossing of Miles Drive at or near Fairway Lane. Further evaluation found that Briarwood Drive crossing was a low priority because it did not perpetuate or extend a north-south sidewalk route. Conversely, a crossing of Miles Drive near or at the east side of Fairway Lane would provide continuity in the route from the northeasterly part of Homewood Hills to the crossing of Oxford Street (CSAH 35) which provides access to the multi-use trail on the south side of Oxford Street.

It was unanimously carried to adopt the following resolution:

RESOLUTION NO. 2019-05-23

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

### **PLANS FOR 2019 SEAL COATING PROJECT APPROVED**

Mr. Haffield explained the 2019 Construction Fund (Fund 401) budget includes \$400,000 for current year contract maintenance. As programmed for the 2019 current and future year contract maintenance, an additional \$66,000 is available for curb ramp work that was originally planned to be completed late in 2018 in preparation for an overlay of Lake Street from Tower Street to 8th Street. Contract maintenance typically includes overlays, seal coating, joint sealing or other street preservation or minor rehabilitation work. It is proposed to dedicate \$333,000 of the \$466,000 in available funds to the Lake Street overlay leaving \$133,000 for seal coating or other contract maintenance.



He said research supports the use of seal coating as a cost effective method of maximizing the useful life of bituminous surfacing when applied early in the life cycle of the pavement. Indications are that the benefit of seal coating is minimal if not applied within about four years after surfacing. In consideration of this information, it is promoted that priority be given to a seal coat program to address recently surfaced streets. It is proposed to seal coat (chip seal) all the streets resurfaced in the northeast portion of the community (highlighted in black below) in 2018 and McMillan Street north of Oxford (reconstructed in 2017) this year. The total estimated cost of this work including engineering and contingencies is \$123,000.

A motion was made by Council Member Oberloh, seconded by Council Member Janssen and unanimously carried to approve plans for the 2019 seal coating project.

**FIRST READING PROPOSED ORDINANCE - CHANGE OF ZONE - CERTAIN PROPERTY LOCATED ALONG SOUTH CRAILSHEIM ROAD SOUTH OF SUTHERLAND DRIVE APPROVED**

Jason Brisson, Community/Ec. Development Director explained Dan Wagner has submitted a petition to rezone 8 acres that is owned by Timothy Blume. The subject property is located along South Crailsheim Road (CSAH 10) just south of Sutherland Drive. The applicant is requesting to rezone the property from its current “R-1” - One Family Detached designation to “R-2” - One Family, Low Density. The legal description of the property under consideration is as follows:

That part of the South Half of the Northeast Quarter and the North Half of the Southeast Quarter of Section 28, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the southeast corner of Glenwood Heights First Addition, according to the recorded plat thereof; thence on an assumed bearing of South 89 degrees 37 minutes 02 seconds West, along the south line of said Glenwood Heights First Addition, a distance of 330.01 feet to the southwest corner of said Glenwood Heights First Addition; thence continuing South 89 degrees 37 minutes 02 seconds West a distance of 107.17 feet to an iron monument; thence South 0 degrees 24 minutes West a distance of 120.01 feet to a stone monument; thence continuing South 0 degrees 24 minutes West a distance of 671.74 feet to an iron monument; thence North 89 degrees 37 minutes 02 seconds East a distance of 443.18 feet to an iron monument located on the west right of way line of County State Aid Highway No. 10; thence North 0 degrees 02 minutes 04 seconds West, along said west right of way line, a distance of 791.70 feet to the point of beginning.

The Planning Commission considered the application at its May 7, 2019 meeting. After holding a public hearing, the Commission voted unanimously to recommend the City Council approve the



proposed change of zone.

Mr. Brisson explained the subject property is 8 acres but only 5 of them can be developed due to a stormwater easement on the south 3 acres. Once the required land for a street is removed, the minimum lot size requirements would permit 29 lots to be created. The creation of 29 lots on 5 acres would result in a density of just under 6 units per acre. However, given the street frontage and minimum lot width requirements of the "R-2" district, only 14 lots can be created on this site. The resulting density of 14 homes on 5 acres would result in a density of just under 3 units per acre, or half the guidelines established by the Comprehensive Plan.

A motion was made by Council Member Cummings, seconded by Council Member Oberloh and unanimously approved to give a first reading to the proposed ordinance.

**APPROVED CONDITIONAL USE PERMIT APPLICATION - SOUTH LAKE DEVELOPMENT, LLC FIRST AVENUE SOUTHWEST**

Mr. Brisson stated Dan Krueger, on behalf of South Lake Development, is seeking a conditional use on certain property east of a southerly extension of Knollwood Drive south of First Avenue Southwest. A conditional use permit was issued for the development of 24 townhomes on the subject property in 2016. An amended conditional use permit to include an additional unit was issued in 2017. If approved, the conditional use would return the density to the original 24 units and would allow these townhomes / condominiums in an R1 District. The legal description of the subject property under consideration is as follows:

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

Commencing at the North Quarter corner of said Section 34; thence on an assumed bearing of North 85 degrees 31 minutes 44 seconds East, along the north line of said section, a distance of 231.00 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence South 0 degrees 54 minutes 01 seconds East a distance of 212.00 feet; thence North 85 degrees 31 minutes 44 seconds East a distance of 132.00 feet; thence North 50 degrees 08 minutes 05 seconds East a distance of 74.45 feet; thence North 0 degrees 54 minutes 01 West a distance of 168.79 feet to the north line of said section; thence North 85 degrees 31 minutes 44 seconds East, along said north line, a distance of 20.04 feet; thence South 0 degrees 54 minutes 01 seconds East a distance of 162.97 feet; thence South 39 degrees 51 minutes 55 seconds East a distance of 137.99 feet to the northwesterly right of way line of a railroad; thence South 50 degrees 08 minutes 05 seconds West, along said northwesterly right of way line, a distance of 677.73 feet to the north-south quarter line of said section; thence North 0 degrees 54 minutes 01 seconds West, along said north-south quarter line, a distance of



635.90 feet to the southerly right of way line of First Avenue Southwest; thence North 69 degrees 46 minutes 58 seconds East, along said southerly right of way line, a distance of 121.62 feet to the north line of said section; thence North 85 degrees 31 minutes 44 seconds East, along said north line, a distance of 116.00 feet to the point of beginning.

Mr. Brisson said the Planning Commission considered the application at its May 7, 2019 meeting. After holding a public hearing, the Commission voted unanimously to recommend the City Council approve the requested conditional use permit subject to the following conditions:

1. The applicant agrees in writing to the rescinding of the previous conditional use permits approved for this development; and
2. The development maintain compliance with all applicable local, State and Federal requirements.

A motion was made by Council Member Ernst, seconded by Council Member Harmon and unanimously carried to approve the conditional use permit application for South Lake Development, LLC First Avenue Southwest.

**APPROVED AUTHORIZATION OF ORTHODOX CHURCH SUBDIVISION CONCEPT, CUP APPLICATION AND LAND SURVEY COSTS**

Mr. Brisson stated at the July 18, 2018 City Council meeting, the City Council took action to sell 5.5 to 7 acres of land to Tsadenkane Mariam Ethiopian Tewehdo Church at \$25,000 per acre with the buyer assuming all assessments. City staff met with representatives of the church in November of 2019 to review a draft subdivision and site plan. City staff provided some feedback regarding the subdivision and the representatives indicated they were going to enlist the services of an architect to ensure that the development's site plan would support the church's space needs. In April of 2019, City staff received the proposed subdivision, site plans and elevations featured in Exhibit 3A. City staff would like Council's feedback on the proposed subdivision shown in Exhibit 3A.

Mr. Brisson explained the subject property is zoned "B-3" – General Commercial and the land use of church is permitted in this district by conditional use only. City staff request that the Council move to authorize the Mayor to sign the conditional use permit (CUP) application as the landowner so the church may submit an application for a CUP at the next available Planning Commission meeting.

Mr. Brisson said the State of Minnesota requires that a public hearing must be conducted before a City can issue a CUP. Such notice of a public hearing be published at least ten days prior to the hearing date in the City's official newspaper. The public hearing requires that a legal description describing the property be included as part of the public notice. A legal description for this property will need to be developed for the public notice of the CUP hearing, the CUP document, the purchase



agreement and other legal documents.

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to authorize the Mayor to sign the conditional use permit application.

A motion was made by Larry Janssen, seconded by Mike Harmon and unanimously approved for the City to pay for the surveying of the property and have the cost come off of the net sale price that will be paid to the E.O. Olson Trust Board.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - no report.

Council Member Janssen - Attended Airport meeting on May 2nd, very interesting, there's a lot to learn. Attended the Truth & Taxation (Board of Appeals Meeting) meeting on May 1st.

Council Member Oberloh - Attended meeting on Rental Housing with Steve, Jason, Chad, and Jeff Flynn. Jeff Flynn recommended not changing anything in our rental ordinance because everything is in the ordinance that is needed but we need to follow through with the steps for non-compliance issues. Al suggested having a work session on this so the entire City Council is on the same page. Also attended the retirement party for Tim Flaherty last Thursday, very nice party with a lot of people attending. Talked to a Senator Baak and Senator Marquardt on the Local Option Sales tax, things seem to be progressing.

Council Member Cummings - Added that our rental ordinance is for the betterment of our community. Attended a YMCA Board meeting, last couple of weeks 350 2<sup>nd</sup> graders are participating in the Jamie Cummings learn to swim program. There is a large increase in the youth soccer program, summer day camp is already seeing an increase in participation. The Memorial Auditorium is approximately 4 weeks away from the balcony seat replacement project. A rolling platform that fits behind the last row of seating in the balcony has been purchased for the light/sound tech which is much safer than the extension ladder that was being used.

Council Member Ernst - no report.

Council Member Harmon - Attended the Water & Light Commission meeting on May 6<sup>th</sup> - Lewis & Clark is providing water at full capacity of 1.9 million gallons per day as of today, a letter has been received from Troy Larson, Lewis & Clark and the reserve tank that holds 200 million gallons of water has been filled, tested, and sanitized so the City is set.

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

Steve Robinson, City Administrator, had Todd Wietzema, Public Works Director give an update on the patching of potholes. Mr. Wietzema stated that the asphalt company in Worthington is not open yet but plans to open next Monday. Mr. Wietzema explained the Street Department is currently having someone drive to Sioux Falls every morning to get black topping so potholes can be filled around town depending on the weather. Grading of gravel roads and alleys is also being done and gravel will be added in areas needed as weather and time permits.



Mr. Robinson reported that Council voted to abolish the Police Civil Service Commission on February 11<sup>th</sup>, 2019, there was a ninety day waiting period for comments and at this time none have been received. The waiting period will expire on May 14<sup>th</sup> and then the Charter Committee will be able to meet and make the change. We are still waiting to hear on the Local Option sales Tax and at this point there aren't any issues, the last day of the session is Monday and I may go to the cities to follow the action depending on how things are going, looks like there may be a lot of unfinished business.

### **ADJOURNMENT**

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

Mindy Eggers, MCMC  
Assistant City Clerk



## **WORTHINGTON CITY COUNCIL/WATER AND LIGHT COMMISSION JOINT MEETING**

The meeting was called to order for the City Council at 3:30 p.m. in City Hall Council Chambers by Mayor Pro Tem Mike Harmon with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst. Members absent: Mike Kuhle (excused).

The meeting was called to order for the Water and Light Commission at 3:30 p.m. in City Hall Council Chambers by President Gary Hoffman with the following Commissioners present: Kathy Hayenga, Deb Weg, Chad Nixon, Mike Harmon.

Staff present: Steve Robinson, City Administrator; Scott Hain, General Manager Worthington Public Utilities; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk; Dwayne Haffield, Director of Engineering (3:42 p.m.).

Others present: Justine Wettschreck, KWOA; Leah Ward, The Globe.

### **HOUSING COMMITTEE RECOMMENDATION - PURCHASE OPTION OPTION FOR DUGDALE PROPERTY EXERCISED**

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, provided background information on the Joint City/Public Utilities Housing Subcommittee that was formed in 2018 to address the shortage of single-family homes subdivisions and its impact. The Committee identified a number of land options and in July of 2018 made a recommendation to City Council to authorize a purchase agreement for approximately 52.59 acres located about 460 feet west of South Crailsheim Road from approximately 242 feet north of a northwesterly extension of Sterling Avenue to approximately 104 feet south of a westerly extension of Sutherland Drive. The established price is \$15,500/acre, or \$815,145. Staff noted that the actual acreage may be slightly less. City Council and the Water and Light Commission had each authorized up to \$1.5 million for the project with the City share coming from hospital funds, to be repaid to that fund.

On January 28, 2019, the City contracted with Bolton & Menk to assist in developing layouts and estimating costs for the project. Two of those concepts, 6 and 7, were presented for Council and Water and Light Commission review. Concept 6 was preferred by the Committee, and features 28 executive single-family lots, 30 move-up single-family lots, 19 villa single-family lots and 14 twin home lots. The following information was provided for the Concept 6 lots:

|           | <u>Lot Cost</u> | <u>Lot Size</u>    |
|-----------|-----------------|--------------------|
| Executive | \$73,584        | 20,289 square feet |
| Move-up   | \$52,481        | 14,137 square feet |
| Villa     | \$48,155        | 12,958 square feet |
| Twin Home | \$30,531        | 8,021 square feet  |

The Subcommittee met again May 17, 2019 to review the concept layouts, lot prices and financial



projections, and after reviewing the reports from Bolton & Menk, took action to recommend to City Council and Water and Light Commission to purchase the property at the price of \$15,500 per acre.

Discussion was held on several concerns identified by the Committee including encroachments on the property, funding for the project, and permanent City costs for storm water infrastructure and street surfacing regardless of who the developer is. The project would be done in two phases, with Phase 1 requiring nearly all of the \$3.0 million of City and Utility funding for land and development costs. It is currently estimated that a minimum of \$2.3 million will be needed as the "developer's" investment in Phase 1, as currently laid out, plus payments on assessments having an estimated principal amount of \$378,000. Separate from the City's and Commission's investment as a developer the City will need to finance the City's permanent share of the storm water and street surfacing estimated to be in excess of \$732,000 and \$54,000. Bonding for storm water may be difficult due to the limited assessments. As currently proposed, it is projected that Phase 1 of the project will result in "developer" expenses being \$530,600 in excess of revenue. In addition to the \$530,600, the payments on the assessments for trunk sewer and water, street surfacing, and storm water will be due annually. The property is on the western edge of our master plan but is not included in city limits, nor is it included in our electric service territory. Ownership by the City's EDA would allow for more flexibility with the project. Phase 1 will be looked at again to determine what its scope should be. It was noted that the current owner of the property is being represented by ReMax.

Following discussion, the motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to exercise the Dugdale option at \$15,500 per acre based on the actual surveyed acres, using a portion of the \$1.5 million committed by the City and \$1.5 million committed by the Utility, with the funding source for the City's share of the permanent costs to be determined through the public improvement process as it would independent of the developer.

The motion was made by Commissioner Weg, seconded by Commissioner Nixon, and with Commissioner Hayenga abstaining from the vote due to a conflict, was unanimously carried to exercise the Dugdale option at \$15,500 per acre based on the actual surveyed acres, using a portion of the \$1.5 million committed by the City and \$1.5 million committed by the Utility, with the funding source for the City's share of the permanent costs to be determined through the public improvement process as it would independent of the developer.

## **ADJOURNMENT**

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adjourn the City Council meeting at 4:59 p.m.

The motion was made by Commissioner Nixon, seconded by Commissioner Weg and unanimously carried to adjourn the Water and Light Commission meeting at 4:59 p.m.





## Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes April 29, 2019 – Chad Nixon, Presiding

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**Board Members (Those present are shown in bold):** Joe Vander Kooi, Jeff Williamson, Chad Nixon, Colin O'Donnell, Tammy Koller, Kenton Meier, Julie Lopez, Randy Thompson, America Voss, Chad Cummings, Bill Gordon, Jennifer Weg, Adam Blume, Mark Schreiber, Jason Gerdes and Dale Carlson.

**Staff Present:** Andy Johnson, Kris Hohensee

**Call to Order:** Chad called the meeting to order at 12:00 p.m.

**Invocation:** By America Voss

### **Consent Agenda**

\*Approval of Consent Agenda

- Board of Directors March Meeting minutes
- March Treasurers/Finance Committee Report.

*Motion to approve the consent agenda as presented was made by Randy Thompson and supported by Kenton Meier, motion passed.*

### **Board of Directors Business:**

#### **❖ Committee/Task Force Updates**

##### **➤ Board Development: (Did not meet)**

- Conflict of Interest – the link to fill out the annual COI was sent to everyone and many have already been returned. Please try and get that done right away, if another link needs to be sent let Andy know and he can get that out.
- Annual Meeting Date – just a reminder that the annual meeting is scheduled for August 12<sup>th</sup>.

##### **➤ Finance Committee: (minutes in packet)**

- Meeting Highlights
  - March Highlights – Tammy reviewed the Finance report and mentioned the family memberships are down and there has been a savings in salaries with the positions being open. Some of the deficit will likely be offset with the rest of the Cruise Dinner being reported.
  - Cruise Dinner Preliminary Report – Andy handed out a report that is not final to review how the event did financially.
  - Audit Process – Andy mentioned that the Auditors would be here in the next week or so to work. He mentioned that a date has been set to review the Audit on June 12<sup>th</sup> for filing on June 15<sup>th</sup>.

*Motion was made by Chad C. and supported by Randy to approve the Finance Committee review the presentation on June 12<sup>th</sup> and approve the Audit for filing on June 15<sup>th</sup>, discussion was held on the date that was chosen, motion passed.*

- Y USA Modified National Campaign Vote – Andy pointed out the handout in the packet that has the full details of the action that has been and is proposed to be taken. He summarized it as a % of the dues that are paid are used for a Nationwide Marketing Campaign. They did a study to research the effectiveness and they didn't feel it went as well as planned. Y USA wants to continue the marketing but with a different focus, if this passes it will cost nothing to us, if it doesn't pass we will get about \$2000-\$3000 refund. It has been recommended by the Finance Committee to continue and vote yes. The questions were asked if any of the

#### **WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER**

1501 Collegeway

P 507 376 6197

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**Our Mission:** To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



funds were locally driven, answer was no not directly, but all the information is available to be used on a local level. Andy was asked if the rest of the CEO's within Minnesota were on board to vote yes as well, the answer being yes, they feel that it is still worth the money and effort.

*Motion was made by Joe and supported by Bill to cast all our votes as yes to the proposed Y USA Modification of the National Campaign, motion passed.*

- Youth Task Force (Did not meet)
- Child Care Task Force (did not meet)
- Diversity Task Force (Did not meet)
- 2019 Strong Kids Campaign
  - Chair – Chad Nixon – reviewed that it is going well so far, and the Major Gifts will be wrapping up in about a week and the Friends will be kicking off shortly.
    - Major Gifts – Chair – Kenton Meier
    - Friends – Chair – needs to get started
    - Match collected so far – \$36,300+

#### **Executive Director Items:**

- United Way Application – Andy mentioned that this was due shortly and that Kenton and him are scheduled to meet and present on May 8 @ 3:30pm.
- Staff Update
  - as they had been told via email, Zach Dishman will be starting on May 15<sup>th</sup>, and Andy is currently working on an Aquatics person. The Aquatics person has been employed here before in the position.
  - Administration – There will be some changes made within the office between Kris and Mark there will be some shifting of responsibilities. This is yet to be fully determined and implemented but to watch for this to happen soon.
  - Janitorial – we are losing one of the SMOC workers on May 6 but have had increase in hours with one of the other SMOC workers. Marsden is the full time overnight janitorial and we are still fin tuning when and what they do as far as a cleaning schedule.
- Programming Updates – Andy passed out a Rally Day flyer and explained what this event is and what the goals are for it, he also mentioned the difficulties with the Summer Traveling Soccer program. Discussion was held on what the issues were and what may have to happen with the program for next year. Starting earlier next year with registration and a fee breakdown are just a couple of things to start with. Collin also suggested if there is not a group to step up, possibly the Y needs to take a summer off in 2020 to re group.
- Facility – there was an unexpected Pool Heating issue that called for a repair, along with a scheduled pool filter repair that was expected. There is a new drinking fountain back by the fitness area, the funds for this were donated by Nia Assassa, there was also a suggestion for benches in the Family Locker room that we are checking into.
- Y Cruise Dinner Feedback – Andy asked if there were any comments, questions, or suggestions from the board. None were made.
- Noon Kiwanis request – Andy mentioned that the group asked him to reach out and ask if any of them would be interested in driving for Prom. He mentioned to talk to him after the meeting if interested.

**Upcoming Y Events:** JCLTS Program 4/30 to 5/24, Schools Out Pool Party 5/31

#### **Other Business:**

- Next Board Meeting: May 20, 2019 – 12:00pm

**WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER**

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

**Our Mission:** To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



**Department Reports:**

- Executive Summary, Program Director, Program Coordinator

**Next Month Meetings:**

- Next Board Meeting: Monday, May 30, 12:00pm
- Board Development: TBD, 5:15pm at the Y
- Finance Committee: May 15, 4:30pm at the Y
- Child Care Issue: TBD
- Diversity: TBD
- Youth Development: TBD
- Executive Committee: TBA as needed

**Adjournment:**

Respectfully Submitted by,  
Kris Hohensee

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Randy Thompson – Secretary





# Worthington Area YMCA – DeGroot Family Center

## Board of Directors Meeting Minutes

### March 25, 2019 – Chad Nixon, Presiding

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**Board Members (Those present are shown in bold):** Joe Vander Kooi, Jeff Williamson, **Chad Nixon**, Colin O'Donnell, Tammy Koller, **Kenton Meier**, Julie Lopez, **Randy Thompson**, America Voss, **Chad Cummings**, Bill Gordon, **Jennifer Weg**, Adam Blume, and Mark Schreiber.

**Staff Present:** Andy Johnson, Kris Hohensee

**Call to Order:** Chad called the meeting to order at 12:00 p.m.

**Invocation:**

**Consent Agenda**

\*Approval of Consent Agenda

- Board of Directors February Meeting minutes
- February Treasurers/Finance Committee Report.

*Motion to approve the consent agenda as presented was made by Chad Cummings and supported by Kenton Meier, motion passed.*

**Board of Directors Business:**

❖ **Committee/Task Force Updates**

- **Board Development: (Did not meet)**
- **Finance Committee: (minutes in packet)**
  - Meeting Highlights – the committee did not meet, Andy briefly reviewed the report and answered any questions.

*Motion was made by Randy and supported by Joe to approve the Finance Report as presented, motion passed.*

- Youth Task Force (Did not meet)
- Child Care Task Force (did not meet)
- Diversity Task Force (Did not meet)
- 2019 Strong Kids Campaign
  - Chair – Chad Nixon
    - Major Gifts – Chair – Kenton Meier
    - Friends – Chair – still vacant
    - Board and Staff Giving – Staff in at 100%, still have some Board pledges.

**Executive Director Items:**

- Andy explained the situation that had happened prior to the meeting
- Staff Update – nothing new has changed we are still shorthanded at least one full time worker. We are still short staffed in the lifeguarding department as well as the front desk.
- Facilities – Andy mentioned that there are several events that will take place within the building coming up in the next few weeks.
- Y Cruise Dinner Update
  - Ticket update – Andy mentioned that we were working on finalizing this for the meeting and did not get it finished.
  - Auction Items – Andy mentioned that this has come together decent in the end here

**WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER**

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

**Our Mission:** To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



- Wine Pull – Andy mentioned that we are at about 80 bottles with several big-ticket ones in the mix
- 2020 Project – Andy stated that he was ready to book the entertainment for next year. Gave some history and background on them and presented the contract.

*Motion was made by Kenton and supported by Colin to approve and sign the contract as presented. Motion passed.*

**Upcoming Y Events:** Cruise Dinner Gala 3/29/19

**Other Business:**

- Next Board Meeting: April 29, 2019 – 12:00pm

**Department Reports:**

- Executive Summary, Program Director, Program Coordinator

**Next Month Meetings:**

- Next Board Meeting: Monday, April 29, 12:00pm
- Board Development: TBD, 5:15pm at the Y
- Finance Committee: April 24, 4:30pm at the Y
- Child Care Issue: TBD
- Diversity: TBD
- Youth Development: TBD
- Executive Committee: TBA as needed

**Adjournment:** Motion made by Chad C, supported by Randy.

Respectfully Submitted by,  
Kris Hohensee

---

Randy Thompson – Secretary

**WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER**

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

**Our Mission:** To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



Heron Lake Watershed District (HLWD)  
Regular Meeting  
March 18, 2019

**1. Call to Order**

Bruce Leinen called the meeting to order at 9:00 a.m.

Managers present: Harvey Kruger, Bruce Leinen, Jim Buschena, Mark Bartosh, and Wayne Rasche

Staff: Catherine Wegehaupt and Jan Voit

Others present: Justin Ahlers, Nobles County; Paul Pietz, HLWD Advisory Committee; and Kevin Stevens, Cottonwood County

**2. Agenda**

Wayne Rasche made a motion to approve the agenda. Harvey Kruger seconded this. Motion carried unanimously.

**3. Election of Officers**

Bruce Leinen turned the meeting over to Jim Buschena. He asked for nominations for President. Harvey Kruger nominated Bruce Leinen for President. Wayne Rasche seconded this. There were no further nominations. Jim Buschena called the question. Motion carried unanimously. The meeting was returned to Bruce.

Harvey Kruger nominated Jim Buschena for Vice President. Bruce Leinen seconded this. Motion carried unanimously.

Wayne Rasche nominated Harvey Kruger for Secretary. Jim Buschena seconded this. Motion carried unanimously.

Jim Buschena nominated Wayne Rasche for Treasurer. Harvey Kruger seconded this. Motion carried unanimously.

**4. Minutes**

Harvey Kruger made a motion to approve the minutes of the February 19 regular meeting and March 12 special meeting. Wayne Rasche seconded this. Motion carried unanimously.

**5. Treasurer's Report**

Jan Voit presented the treasurer's report and bills payable. Discussion was held regarding Wendland Sellers Law Office bills and petitioners awareness of the costs. Jim Buschena made a motion to approve the treasurer's report and pay the bills. Wayne Rasche seconded this. Motion carried unanimously.

**6. HLWD Policies Handbook**

Jan Voit explained that the HLWD Policies Handbook had been revised to include allowing meeting notice and reminders to managers by text message. Wayne Rasche made a motion to accept the amendments to the HLWD Policies Handbook. Harvey Kruger seconded this. Motion carried unanimously.



## 7. **Manager and Staff Orientation**

Jan Voit explained the changes made to the Manager and Staff Orientation document. Those included addresses, phone numbers, terms of office, and new grants. Now that the officers have been elected, those titles will be added. Once the HLWD clothing arrives, a new board photo will be added. Harvey Kruger made a motion to approve the revised document. Bruce Leinen seconded this. Motion carried unanimously.

## 8. **Copier Quote**

Discussion was held regarding the copier quote from Marco. No action was taken.

## 9. **Reports**

### *HLWD Advisory Committee (Committee)*

Paul Pietz gave an overview of the December 2018 and March 2019 Committee meetings. The group is cohesive. They have enjoyable, productive discussions. At the December workshop small group discussions were held regarding the Committee's and the HLWD's focus. He explained the talking points that were developed.

Paul asked for feedback from the managers. The board appreciated hearing from him and receiving an update on the Committee's discussions. They wondered if the Committee was hearing anything drastic about the HLWD, one way or another. Paul reported that the Committee was only hearing good things.

Paul was asked what the Committee thought about the drainage management meeting with Jackson County. He reported that as a group they felt the meeting was very productive. A lot of information brought out. It was very positive.

### *District Administrator*

Jan Voit reported on the Minnesota Association of Watershed Administrator's meeting, Environmental Systems Research Institute grant, Minnesota Association of Watershed District's (MAWD) Legislative Briefing and Reception, MAWD Day at the Capitol, Apprentice Academy work plan and applicants, Minnesota Department of Agriculture (MDA) grant annual report and *Greenbook* article, QuickBooks, Jackson County Judicial Ditch (JD) 3 landowner meeting, Manager and Staff Orientation, QuickBooks budget report, Heron Lake Waterfowl Working Group, HLWD Projects 4 and 84-4A, HLWD Advisory Committee, Jackson County JD 19, and the drainage management meeting.

Discussion was held regarding public and private tile lines and the dollar benefit allocated to upstream holding areas for reducing peak flows in a drainage system. Benefits and damages dollar amounts are determined by the viewers. Projects must be engineered so the effect at the outlet is the same flow or the flow is reduced. The timing of the water movement through the system changes and there are times when there is more water in the system, but the project is engineered so that the downstream impacts are the same or less.

Discussion was held regarding the Department of Natural Resources response to the reestablishment of records for HLWD Projects 4 and 84-4A, as well as costs incurred to date. Jan Voit will contact Chuck Brandel and Louis Smith regarding this situation. Discussion was also held regarding the concern expressed at the drainage management meeting about duplicate records. The consensus was that two sets of records, one with



the HLWD as well as one in Jackson County, would be sensible. It would serve as a safeguard in case one entity's records are lost.

Discussion was held regarding a thank you letter to the Jackson County Commissioners. Other topics included the drainage management meeting, requesting transfer of authority for JD 3 as soon as possible, policy and procedure manual, and making sure that the HLWD board and Jackson County Commissioners are looking at moving forward in the same way. The board directed Jan Voit to request the transfer of authority for JD 3 be on the agenda for the next Jackson County board meeting.

Discussion was held regarding communication with county commissioners. Correspondence for Nobles County is sent to their administration department and then disseminated to commissioners. In the other three counties, the information is sent by email directly to the commissioners and administration staff. Justin Ahlers will contact Nobles County Administration regarding communication.

Discussion was held regarding the possibility of changing the HLWD's winter meetings to Mondays to accommodate commissioner schedules. Providing meeting packets was also discussed.

#### *Watershed Technician*

Catherine Wegehaupt provided an update on a potential feedlot expansion. Discussion was held regarding past cost-share projects, possible cost-sharing and maintenance on future feedlot expansion projects, and buffer strip grazing policies. She also gave an update on water sampling program, the five-year cover crop program, MDA grant spring preparations, Minnesota Conservation Corps crew scheduled for July or August, and streambank restoration training. Discussion was held regarding the possibility of seeking cost-share from one of the HLWD's partners for a cedar revetment project on Jack Creek.

#### **10. Adjournment**

The meeting adjourned at 10:18 a.m.

Harvey Kruger  
Secretary



## ADMINISTRATIVE SERVICES MEMO

**DATE: MAY 23, 2019**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

**1. TEMPORARY ON-SALE LIQUOR LICENSE - LAKE OKABENA IMPROVEMENT ASSOCIATION**

*Exhibit 1* is an Application for a Temporary On-Sale Liquor License submitted by the Lake Okabena Improvement Association for their one-day Beach Bash fund raising event at Centennial Park on Wednesday, July 3, 2019. All the required paperwork, fees and insurance certificate naming the City as additional insured have been received.

Council action is requested on the application for a Temporary On-Sale Liquor License submitted by the Lake Okabena Improvement Association.

**2. APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET(S) - UFCW 663 / ST. MARY'S CHURCH**

An Application for Parade Permit or to Block Street(s) has been received from the UFCW 663 / St. Mary's Church for their march on Sunday, June 23, 2019 from 10:45 a.m. until 1:00 p.m. A map of the requested street closures is included as *Exhibit 2* - they are requesting to finish their event at the open area east of the Fire Hall. Darin Rehnelt has been designated as the Safety Officer for the event, and a certificate of insurance naming the City of Worthington as additional insured will be provided upon Council approval of the application.

Council action is requested on the Application for Parade Permit or to Block Street(s).

**3. APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET(S) - INTERNATIONAL FESTIVAL CULTURAL AWARENESS ORGANIZATION**

Lakeyta Swinea has submitted an application to block the following streets from 10:00 a.m. on Friday, July 12, 2019 to 9:00 p.m. on Saturday, July 13, 2019 for the 2019 International Festival:

3<sup>rd</sup> Avenue from 9<sup>th</sup> Street to 10<sup>th</sup> Street  
4<sup>th</sup> Avenue from 9<sup>th</sup> Street to 10<sup>th</sup> Street  
10<sup>th</sup> Street from 3<sup>rd</sup> Avenue to 4<sup>th</sup> Avenue



A map of the street closure is included as ***Exhibit 3***. Lakeyta Swinea has been designated as the Safety Officer for the event. The required insurance certificate naming the City of Worthington as additional insured will be issued by Philadelphia Insurance Company once approval of the street closure is obtained.

Council action is requested on the Application to Block Street(s) for the 2019 International Festival.

### **CASE ITEMS**

1. **THIRD READING PROPOSED ORDINANCE TO REGULATE ALL-TERRAIN VEHICLES ON CITY STREETS AND APPROVAL OF SUMMARY ORDINANCE PUBLICATION**

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance that would regulate All-Terrain Vehicles on City Streets by creating Chapter 73 as follows:

An Ordinance to Regulate All-Terrain Vehicles on City Streets by  
Amending the City Code of the City of Worthington, Minnesota to  
Create a New Chapter 73

The purpose of the Ordinance is to provide reasonable regulations for the use of special and recreational motor vehicles on public and private property in the city. A complete copy of the proposed ordinance was included in your April 22, 2019 Council packet.

In an effort to save publication costs for the six-page ordinance, staff is requesting Council approval of publication of a summary ordinance as allowed by MN Statute 331A.01, Subd. 10, which grants Councils the ability to publish a summary. Additionally, MN Statute 412.191, Subd. 4 provides the following requirements regarding Summary Ordinances:

Subd. 4.Ordinances.-Every ordinance shall be enacted by a majority vote of all the members of the Council except where a larger number is required by law. It shall be signed by the Mayor, attested by the Clerk and published once in the official newspaper. In the case of lengthy ordinances, or ordinances which include charts or maps, if the City Council determines that publication of the title and a summary of an ordinance would clearly inform the public of the intent and effect of the ordinance, the council may by a four-fifths vote of its members direct that only the title of the ordinance and a summary be published, conforming to section 331A.01, subdivision 10, with notice that a printed copy of the ordinance is available for



inspection by any person during regular office hours at the office of the City Clerk and any other location which the Council designates. A copy of the entire text of the ordinance shall be posted in the community library, if there is one, or if not, in any other public location which the Council designates. Prior to the publication of the title and summary the Council shall approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance. The publishing of the title and summary shall be deemed to fulfill all legal publication requirements as completely as if the entire ordinance had been published. The text of the summary shall be published in a body type no smaller than brevier or eight-point type. Proof of the publication shall be attached to and filed with the ordinance.

Every ordinance shall be recorded in the ordinance book within 20 days after publication of the ordinance or its title and summary. All ordinances shall be suitably entitled and shall be substantially in the style - "The City Council of ..... ordains:".

***Exhibit 4*** is a Summary Ordinance of the proposed ATV ordinance for Council review and approval. The City Attorney has reviewed and approved the summary. A copy of the full ordinance will be available in the Clerk's office and on the internet at the City's website for review.

Council action is requested to give a third reading to, and subsequently adopt, the proposed ATV Ordinance and to approve the Summary Ordinance for publication, noting that the approval of the Summary Ordinance requires a four-fifths vote of the members.

2. **NOBLES COUNTY ATTORNEY UPDATE AND 2020 BUDGET PRESENTATION**

Nobles County Attorney Kathleen Kusz will be at the meeting to present information and engage Council in discussion on her proposed 2020 budget for City prosecution agreement fees, which is included as ***Exhibit 5***. Also included in ***Exhibit 5*** is city case load history information and crime victim information.

3. **ENTERTAINMENT SPEC BUILDING APPROVAL OF PLANS AND AUTHORIZATION TO ADVERTISE FOR BIDS**

SEH Architects and Engineers have completed construction and bid documents for the Entertainment Spec Building. A copy of the plan is available for review at City offices.

The building is pre-engineered steel construction approximately 19,527 square feet in area. It includes five theater auditoriums. Two of the auditoriums will seat 119 occupants while three auditoriums will seat 46 occupants, for a total seating of 376. The schedule for advertising, bidding, receipt of bids and consideration of award of contract is as follows:



|   |               |
|---|---------------|
| Advertise for Bids publication:             | June 1, 2019  |
| Receipt of Bids:                            | June 27, 2019 |
| Council Consideration of Award of Contract: | July 8, 2019  |

Award of the construction contract will be contingent upon successful rezoning of the intended parcel, approval of a Conditional Use Permit, entering into a lease agreement with the theater operator and acquisition of the intended parcel.

Council action is requested to approve the plans and authorize staff to advertise for bids.

**4. FIELD HOUSE PROFESSIONAL SERVICES AGREEMENT**

The Field House project team is recommending that the City move forward with a phased approach to the indoor facility with the intent to undertake the necessary improvements to get the recreational amenities functional in the timeliest manner. The work at this time is intended to be limited to remodeling the main area (approximately 16,000 SF) to accommodate recreational and athletic activities; and remodeling the adjacent space (approximately 6,000 SF) for office, restroom and indoor playground facilities.

The Team solicited and received proposals for architectural and engineering services from two firms, Stone Group Architects and SEH. Representatives of both firms attended on-site visits with City Staff. The City provided them with a generalized vision of the finished project rather than a detailed scope of work. Copies of the proposals are included as ***Exhibit 6***.

The project team met on May 20 to review and discuss the proposals. The members are recommending that the Council approve the proposal from SEH based on defined scope of work and fee. The proposal received from SEH had greater definition of their understanding of the project and scope of services. Stone Group's proposal was limited to an itemized schedule but provided no detail as to what was to be included, and not included, within each scope of work. SEH's fee for the work detailed in their proposal is a lump sum of \$110,000.00. Stone Group's fee, assumed to be lump sum, is \$188,350.00.

Council is asked to award the professional services to SEH, contingent upon passage of the local option sales tax and contract review by the City Attorney, and to authorize the Mayor and Clerk to sign the agreement.

**5. CLOSED SESSION UNDER MINN STAT § 13D.05, SUBD. 3 (A) PERFORMANCE EVALUATION - CITY ADMINISTRATOR**

Council will go into closed session under Minn. Stat. § 13D.05, subd. 3 (a) Performance



Administrative Services Memo

May 28, 2019

Page 5

Evaluation, to complete the annual performance evaluation of City Administrator Steve Robinson. The evaluation was compiled by City Attorney Jesse Flynn and distributed to Council on April 23, 2019. A summary of the evaluation will be provided at the next open City Council meeting, as is required by statute.





Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

|                                      |   |                |                   |
|--------------------------------------|---|----------------|-------------------|
| Name of organization                 |   | Date organized | Tax exempt number |
| Lake Okabena Improvement Association |   | 6-17-15        |                   |
| Address                              | City  | State          | Zip Code          |
| 1121 3rd Ave                         | Worthington   | MN             | 56187             |
| Name of person making application    |   | Business phone | Home phone        |
| Jason Vole                           |   | (507) 370-1113 | (507) 370-1113    |
| Date(s) of event                     | Type of organization  |                |                   |
| July 3rd                             | <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit |                |                   |
| Organization officer's name          | City  | State          | Zip Code          |
| Jason Vole                           | Wtgn  | MN             | 56187             |
| Organization officer's name          | City  | State          | Zip Code          |
| Debra Weg                            | Wtgn  | MN             | 56187             |
| Organization officer's name          | City  | State          | Zip Code          |
|                                      | Wtgn  | MN             | 56187             |
| Organization officer's name          | City  | State          | Zip Code          |
|                                      | Wtgn  | MN             | 56187             |

Location where permit will be used. If an outdoor area, describe.

Centennial Park, Same as last 4 years

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

City of Worthington

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

MTUA 1,000,000 / Nielsen & Associates Wtgn, MN

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

|                                      |                               |
|--------------------------------------|-------------------------------|
| City or County approving the license | Date Approved                 |
| Fee Amount                           | Permit Date                   |
| Date Fee Paid                        | City or County E-mail Address |
|                                      | City or County Phone Number   |

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)



**CITY OF WORTHINGTON, MINNESOTA**  
**APPLICATION FOR TEMPORARY ON SALE LIQUOR LICENSE**

1. Name of Business/Organization Lake Okobwa Improvement Assn
2. Applicant Name Jason W Vote  
(First) (Middle) (Last)
3. Address 1122 S Shore DR Worthington, MN, 56107  
(507)
4. Telephone Number 370-1113 Driver's License No. X474273591B15
5. Citizen of U.S. Yes Date of Birth 4-4-68
6. Any convictions of a felony, crime or violation of an ordinance, other than traffic. If so, time, place and offense. None
7. Type of Organization: Club Charitable Religious Other Non Profit
8. Tax Exempt Number \_\_\_\_\_
9. Minnesota Tax ID No. \_\_\_\_\_
9. Dates Liquor will be Sold July 3, 2019
10. Location License Will be Used Centerville Park
11. Liquor Liability Insurance Carrier Name MJUA/ Nierick & Assoc

**\* Please attach copy of Insurance Certificate**

\$150.00 per day \_\_\_\_\_ ck# \_\_\_\_\_ Date Paid \_\_\_\_\_



Signature

President

Title

5-7-19

Date



## APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Darin Rehnelt (name), as representative of UFCW Local 663 / St. Mary's Church (organization sponsoring event) does hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is 6-23-19 (Sunday) with the time starting at 10:45 and ending at 1:00. The route of this parade or blockage of the street shall be limited to the area delineated on the attached map.

The following person, Darin Rehnelt, is designated by the requesting organization as safety officer. He/she shall monitor this activity to ensure the safety of the crowd from such hazards as traffic conflicts because of the blocking of the roadways, inspection of barricades, etc. In addition, this person shall be the contact person and shall be available during the event should the police or City officials have concerns with the safety aspects of this event. The requesting organization agrees to conduct this event in the safest possible manner. In those cases where a street or public access is blocked, it shall be done in a clearly visible condition taking into account the speed of traffic and the need to ensure visibility during the various times of the event (taking into account the need for flashers should the obstructions be in place during times of darkness). In addition, said blockades will only be in place as long as necessary. Barricades must be approved by the City of Worthington and be placed according to Uniform Traffic and Marking specifications.

The requesting organization shall provide \$ 1,000,000.00 liability insurance coverage and shall name the City as an additional insured for this event with American Family



Insurance Company. The local agent who can confirm this coverage is Scott Langerud  
A certificate of insurance will be provided after the permit is approved and prior to  
conducting the event. The insurance must remain in effect until after the scheduled event.

We would like our  
event to finish at  
the open area east of  
the fire hall.

Darin Rehneft

Name of Person Applying for Organization

5-8-2019

Date

UFCW Local 663 / St. Mary's Church

Name of Applying Organization

1039 Oxford St.

Address of Organization

507-376-4234

Telephone Number of Organization

Darin Rehneft

Name of Safety Officer

1039 Oxford St. Mn

Address of Safety Officer

507-329-0617

Telephone Number of Safety Officer

507-329-0617 At Event

Location and Telephone Number of Safety Officer  
during the event

Attachments needed:

- 1) Map of delineated area
- 2) Certificate of Insurance

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

Dated: \_\_\_\_\_



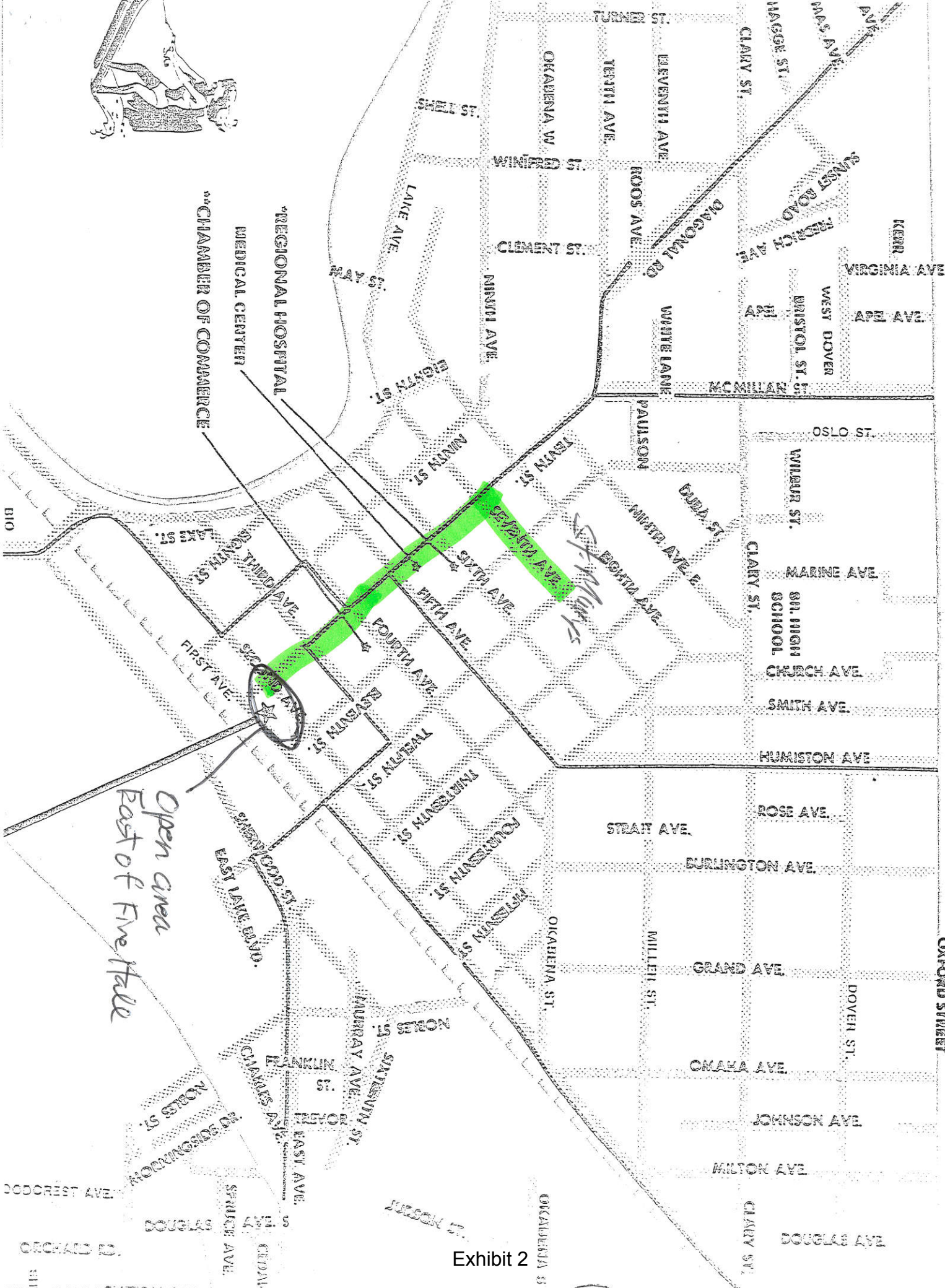


Exhibit 2



## APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Lakeyta Swinea (name), as representative of Int. Festival Cultural Awareness Organization (organization sponsoring event) does hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is July 12 & 13, 2019 with the time starting at 10 am and ending at 9:00pm. The route of this parade or blockage of the street shall be limited to the area delineated on the attached map.

The following person, Lakeyta Swinea, is designated by the requesting organization as safety officer. He/she shall monitor this activity to ensure the safety of the crowd from such hazards as traffic conflicts because of the blocking of the roadways, inspection of barricades, etc. In addition, this person shall be the contact person and shall be available during the event should the police or City officials have concerns with the safety aspects of this event. The requesting organization agrees to conduct this event in the safest possible manner. In those cases where a street or public access is blocked, it shall be done in a clearly visible condition taking into account the speed of traffic and the need to ensure visibility during the various times of the event (taking into account the need for flashers should the obstructions be in place during times of darkness). In addition, said blockades will only be in place as long as necessary. Barricades must be approved by the City of Worthington and be placed according to Uniform Traffic and Marking specifications.

The requesting organization shall provide \$ 1,000,000.00 liability insurance coverage and shall name the City as an additional insured for this event with Philadelphia



Insurance Company. The local agent who can confirm this coverage is Nickel & Associates.  
A certificate of insurance will be provided after the permit is approved and prior to conducting the event. The insurance must remain in effect until after the scheduled event.

Lakeyta Swinea  
Name of Person Applying for Organization

2/4/19  
Date

Cultural Awareness Organization - Wgtn Int. Festival  
Name of Applying Organization

1121 3rd Ave, Worthington  
Address of Organization

507-372-2919  
Telephone Number of Organization

Lakeyta Swinea  
Name of Safety Officer

202 Thomas Ave, Worthington  
Address of Safety Officer

507-350-4994  
Telephone Number of Safety Officer

same  
Location and Telephone Number of Safety Officer during the event

Attachments needed:

- 1) Map of delineated area
- 2) Certificate of Insurance

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

Dated: \_\_\_\_\_







**CITY OF WORTHINGTON, MINNESOTA**

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO REGULATE ALL-TERRAIN VEHICLES ON CITY STREETS BY AMENDING THE CITY CODE OF THE CITY OF WORTHINGTON, MINNESOTA TO CREATE A NEW CHAPTER 73**

**THE CITY COUNCIL OF THE CITY OF WORTHINGTON DO ORDAIN**, that, on May 28, 2019, Ordinance \_\_\_\_\_ was adopted by the City Council of the City of Worthington, Minnesota. Due to the lengthy nature of Ordinance \_\_\_\_\_ the following summary of the ordinance has been prepared for publication as authorized by state law:

**SECTION I.** The ordinance adopted by the Council provides reasonable regulations for the use of special and recreational motor vehicles on public and private property in the city. It is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow. It is intended to ensure the public safety and prevent a public nuisance.

The ordinance establishes that it is unlawful for any person to drive or operate an ATV on any public roadway within the city limits unless such person has a valid State driver's license and has obtained a permit as required by the ordinance. The Ordinance establishes operating rules and prohibitions, and provides for police enforcement and penalties.

**SECTION II.** This ordinance shall take effect and be in full force from and after its passage and publication. A printed copy of the entire ordinance is available for inspection by any person during the City 's regular office hours.

**APPROVED FOR PUBLICATION BY** the City Council of the City of Worthington, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

(SEAL)

CITY OF WORTHINGTON

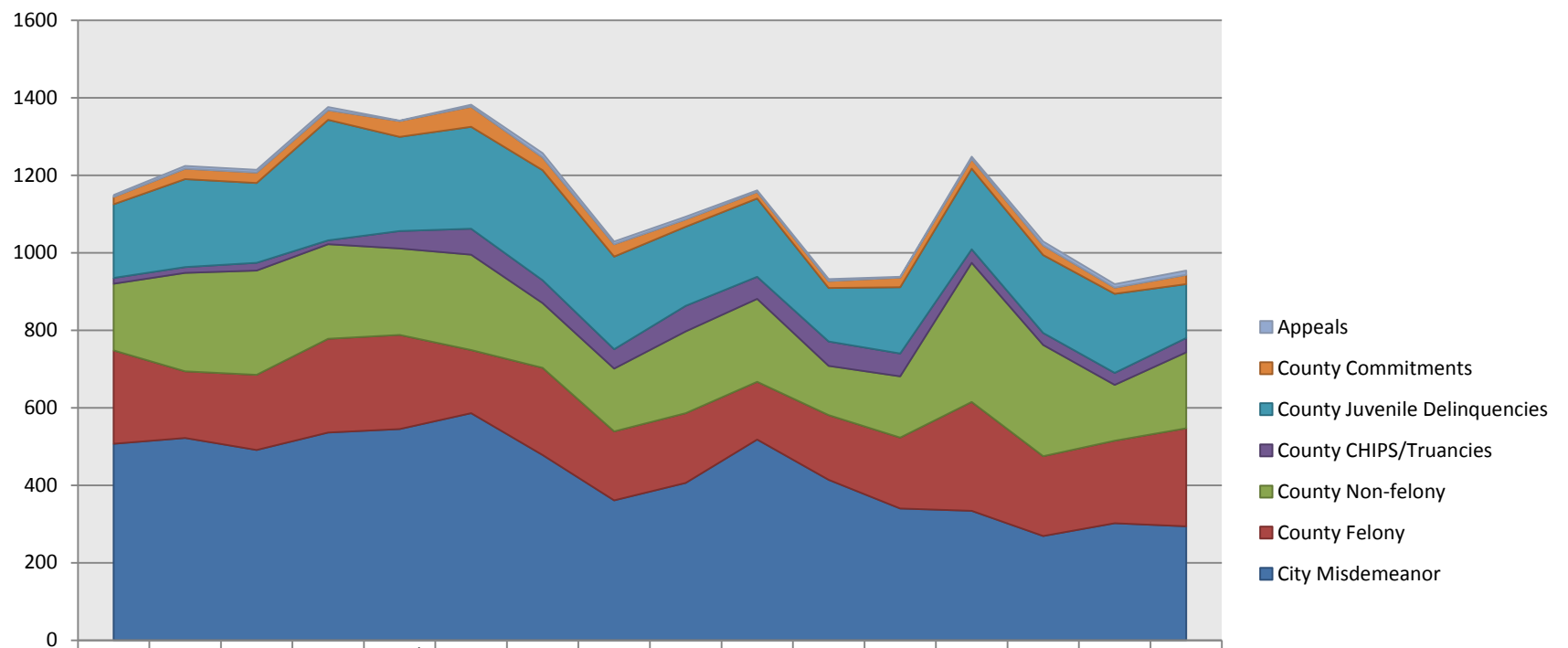
\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Clerk

VOTING IN FAVOR:

VOTING IN OPPOSITION:





|                               | 2003 | 2004 | 2005 | 2006 | 2007* | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|-------------------------------|------|------|------|------|-------|------|------|------|------|------|------|------|------|------|------|------|
| Appeals                       | 5    | 7    | 7    | 8    | 1     | 5    | 11   | 7    | 7    | 4    | 5    | 2    | 6    | 10   | 9    | 11   |
| County Commitments            | 19   | 27   | 27   | 25   | 41    | 52   | 33   | 32   | 19   | 17   | 18   | 25   | 25   | 25   | 16   | 24   |
| County Juvenile Delinquencies | 190  | 227  | 206  | 311  | 243   | 263  | 284  | 239  | 204  | 202  | 138  | 171  | 208  | 201  | 204  | 139  |
| County CHIPS/Truancies        | 15   | 15   | 20   | 10   | 45    | 67   | 59   | 50   | 66   | 57   | 63   | 59   | 35   | 31   | 31   | 37   |
| County Non-felony             | 172  | 254  | 269  | 244  | 223   | 246  | 167  | 162  | 211  | 214  | 127  | 158  | 359  | 287  | 144  | 196  |
| County Felony                 | 241  | 172  | 194  | 242  | 243   | 163  | 225  | 178  | 180  | 149  | 167  | 183  | 281  | 206  | 213  | 253  |
| City Misdemeanor              | 507  | 522  | 491  | 536  | 545   | 586  | 478  | 361  | 406  | 518  | 414  | 340  | 334  | 269  | 302  | 294  |

**\*Comments on CHIPS/Truancies:** In 2007, the Nobles County started a Truancy Court and the County Attorney’s Office started prosecuting truancies; that is the cause of the increase in CHIPS/Truancy cases. The schools started a Stay and Succeed Program in the fall of 2016 and so fewer truancies are going to court again.

Maximum recommended caseloads:

Appeals—36; Commitments—250; Delinquencies—250; CHIPS—80; County non-felony—400; County Felony—150; City Misdemeanor—400.



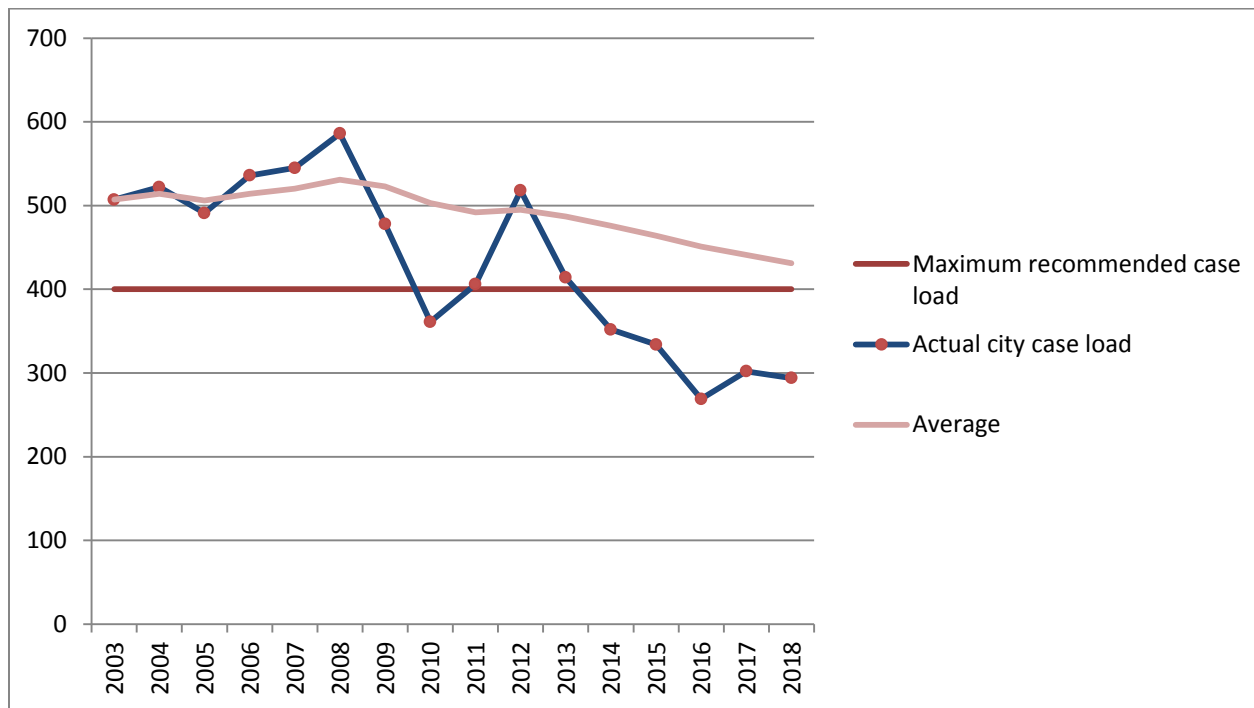


Exhibit 5





**Bill To:**  
City of Worthington  
303 Ninth Street  
PO Box 279  
Worthington, MN 56187

| Description   | Total     |
|---|-----------|
| Worthington Field House                                 |           |
| Pre-design  | 4,890.00  |
| Schematic Design Services                               | 16,120.00 |
| Design Development Services                             | 22,700.00 |
| Construction Documents                                  | 26,380.00 |
| Bid/Negotiation   | 5,370.00  |
| Construction Administration (Not to exceed)             | 45,190.00 |
| Record Drawings   | 2,000.00  |
| Warranty Review   | 2,000.00  |
| Interior Design   | 5,000.00  |
| Mechanical/Electrical/Plumbing Engineer                 | 49,000.00 |
| Civil Engineer  | 2,500.00  |
| Surveying   | 4,700.00  |
| Structural Engineer                                     | 2,500.00  |
| *** Reduced Scope Construction Administration -\$17,200 |           |
| Out-of-state sale, exempt from sales tax                | 0.00      |

SIGNATURE





Building a Better World  
for All of Us®

May 8, 2019

RE: **Exhibit A-1**  
Professional Services Fee Proposal for  
Proposed Field House Renovation  
Worthington, MN  
SEH No. P-WORTC 148836

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

Dear Mr. Robinson:

Thank you for the opportunity to submit this Proposal for Professional Services for your proposed Field House Renovation project. Short Elliott Hendrickson Inc. (SEH) is pleased to present you with the following professional services fee proposal for the above referenced project. This proposal is based on providing building and limited site design and engineering services on a lump-sum fee basis that would take the project from project startup through completion of construction.

#### **PROJECT UNDERSTANDING**

The City of Worthington would like to renovate an existing 20,000 square foot pre-engineered steel building for re-use as a field house. The site is city-owned, located at the intersection of 2nd Avenue and Lake Street adjacent to Okabena Lake. The renovations to the existing building will include:

- Provision of new roof
- Painting of exterior steel siding
- Addition of exterior windows – minimal quantity
- Miscellaneous site demolition (existing truck scale and loading dock area)
- Provision of gravel parking area
- Addition of accessible building entrance
- Addition of general office and lobby check-in areas
- Provision of new building HVAC system
- Provision of new building lighting and power systems
- Modifications to existing fire protection system as required
- Provision of toilet rooms as required by code. Locker rooms will not be provided as part of the scope of work
- Cladding of interior building walls and roof/ceiling
- Provision of artificial turf field surface
- Provision of indoor playground area (playground equipment by others)
- All recreational equipment, including indoor playground equipment, will be provided by Owner

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

**Exhibit 6**



## **SCOPE OF SERVICES**

SEH proposes to provide Project Startup, Schematic Design, Design Development, Construction Document, Bidding, Permitting, and Construction Administration services for the proposed field house building renovation project. Services are anticipated to be required from the following disciplines:

- Architecture
- Structural Engineering (as required)
- Mechanical Engineering
- Electrical Engineering
- Civil Engineering

### **Project Startup**

Initiate, organize, and conduct team project startup meeting with the client to review and exchange relevant project information to date; review Owner's program, design, budget, and schedule expectations and requirements; and determine overall project schedule and process for completing the Project, including identification of key project milestone dates and goals. Project start-up is anticipated to begin upon execution of the Agreement for Professional Services.

### **Schematic Design**

Identification and development of preliminary site and building layouts for the proposed building based on existing information as well as information generated as part of Project Startup activities. This phase includes one design review meeting for feedback and refinement of generated work, as well as overall project team coordination and administration.

Tasks include the following:

- Coordination with local municipal, code, and utility entities
- Confirmation of local utility requirements and capacities
- Review of existing utility systems
- Building code analysis, including review meetings with local code officials as required
- Generation of Preliminary Site Plan for grading and drainage, paving, utility and parking
- Generation of Preliminary Building Plan layout
- Generation of Preliminary Exterior Elevations with proposed building shell modifications
- Preliminary identification and recommendations of mechanical, plumbing, and electrical systems

### **Design Development**

Continued generation of building and site design documents in accordance with design intent based on Owner's program. Included will be identification and selection of all major site and building systems, layouts, materials, and finishes. This phase includes one design review meeting for feedback and refinement of generated work, and at the completion of this phase an Estimate of Probable Cost will be generated. Also included is overall project team coordination and administration.

Deliverables include the following:

- Refinement of design layouts with general notes for Site, Grading, Paving, and Utility Plans
- Floor and Ceiling Plan layouts with general schedules
- Design layouts with general notes for Exterior Elevations and Roof Plans.
- Design layouts with general notes for building HVAC, Plumbing, and Fire Protection systems
- Design layouts with general notes for building Power, Lighting, Communication, Fire Alarm, and Controls systems
- Project Estimate of Probable Cost



### **Construction Documents**

Generation of detailed architectural, limited structural, mechanical, electrical, and civil construction drawings and specifications. Construction document package will be prepared and certified for submitting to governing authorities for plan and agency reviews and issuance of permits, and for issuance to contractors for construction pricing. Final documents will be consistent with Client requirements based on decisions and approvals made through the previous design phases of the project.

This phase includes one document review meeting for feedback and refinement of generated work, and at the completion of this phase an updated Project Estimate of Probable Cost will be generated. Also included is overall project team coordination and administration.

Deliverables include the following:

- Project manual including front end and Technical specifications.
- Building code analysis for code compliance review and approval by Authorities Having Jurisdiction (AHJ).
- Architectural building floor, ceiling and roof plans
- Exterior building elevations and associated details
- Interior elevations, finish schedules and details
- HVAC plans, details and schedules
- Plumbing plans, details and schedules
- Fire Protection modification requirements
- Power Plans and associated schedules and details
- Lighting Plans and associated schedules and details
- Communications Plans and associated schedules and details
- Electrical schedules and details
- Civil Site Plan, schedules, and associated details
- Grading and Drainage Plans and associated details
- Utility Plan and associated details as required
- Paving Plan and associated details
- Final Project Estimate of Probable Cost
- Final certified construction drawings and specifications at 100% completion

### **Bidding Assistance**

Preparation of bid documents for distribution to bidding contractors. Assistance will be provided to administer the public bid process for contractor selection and generation of construction contracts.

Activities include:

- Issuance of advertisement for Bids and distribution of bid documents to bidding contractors. Cost of advertisement and plan distribution will be invoiced to the Owner as a reimbursable expense
- Responding to bidder's questions, providing clarifications to bid documents, and issuance of addenda as needed
- Review of Request for Substitution submissions
- Attendance at bid opening and compiling contractor bids for review
- Bid evaluation and preparation of recommendations for contractor selection
- Preparation of draft contracts for construction with selected contractor

### **Permitting**

Preparation of certified permit documents for submittal to appropriate governing authorities for approvals and issuance of site and building permits. Activities include:

- Submission of certified plans, specifications, calculations and forms to appropriate governing authorities. Plan review fees will be invoiced to the Owner as a reimbursable expense.
- Provision of written response to plan review comments in the securing of required permits. Issuance of addenda to adjust construction documents as required



### **Construction Administration**

Provision of administration of the Contract between the Owner and the Contractor for the construction of the project. Activities include:

- Organizing and conducting Pre-Construction Meeting with the contractor
- Answering field questions and providing additional information to contractor as required during the course of construction
- Review and response to contractor-issued RFI's
- Review of shop drawings, product data and other submittals as designated by the contract documents
- Attendance of Architect at monthly construction meetings conducted by the contractor. Review and certification of monthly contractor pay requests
- Punchlist inspection and generation of punchlist report for issuance of Certificate of Substantial Completion

### **SERVICES NOT INCLUDED**

*(may not be all-inclusive)*

1. Building and site redesign efforts conducted after the Schematic Design phase
2. Value engineering
3. Renderings and 3-D Modeling
4. Energy Modeling
5. Noise abatement/Acoustical studies
6. Environmental testing and engineering
7. Site surveying services
8. Geotechnical engineering
9. Equipment bidding and procurement
10. Permitting fees
11. Special Inspections
12. Furniture, fixtures and equipment (FFE) design and procurement
13. Building commissioning and project closeout activities
14. Additional site visits beyond those outlined in this Project Scope

### **SCHEDULE**

The services provided in this proposal shall be performed as expeditiously as is consistent with the orderly progress of the Work. The project schedule shall include allowances for periods of time required for Owner reviews and for approval of submissions by Authorities Having Jurisdiction over the Project. SEH will develop a project schedule for Owner review and approval.

### **PROJECT FEES**

We propose to provide the professional services as defined in this proposal for a lump-sum fee of \$110,000 exclusive of reimbursable expenses.

Reimbursable expenses including, but not limited to, travel, printing, shipping, permitting fees, and miscellaneous expenses will be billed in addition to the above fees. Reimbursable expenses are estimated at approximately 3-5% of proposed fees, exclusive of permitting fees.

### **ADDITIONAL SERVICES**

Changes to the project scope of work as defined after the completion of the Schematic Design Phase shall be considered as additional services and billed in addition to the fees as quoted in this proposal. Additional Services can be identified either on a lump-sum basis or as an estimated fee at standard hourly rates.

We are prepared to begin providing the services outlined in this proposal upon receipt of a signed copy of the attached Agreement for Professional Services. If you have any additional questions related to the proposed services in this proposal, please feel free to contact me at 651/490-2031, or at



Proposal for Professional Services – Field House Renovation  
City of Worthington, MN  
Page 5

bbergstrom@sehinc.com. Thank you again for this opportunity, and we look forward to working with you on this project.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Brian Bergstrom, AIA, NCARB  
Project Manager

s:\uz\w\wort\common\proposals\field house\worthington field house- exhibit a1.docx



## Agreement for Professional Services

This Agreement is effective as of May 8, 2019, between City of Worthington, MN (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Field House Renovation in Worthington, MN

**Client's Authorized Representative:** Steve Robinson  
**Address:** 303 9th Street  
Worthington, MN 56187  
**Telephone:** 507.372.8630 **email:** ser@ci.worthington.mn.us

**Project Manager:** Brian Bergstrom, AIA  
**Address:** 3535 Vadnais Center Drive  
St. Paul, MN 55110  
**Telephone:** 651.490.2031 **email:** bbergstrom@sehinc.com

**Scope:** The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

**Scope of Services:** See attached Exhibit A-1

**Schedule:** See attached Exhibit A-1.

**Payment:** See Exhibit A-1 for Lump-Sum Fee exclusive of reimbursable expenses.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2. Additional work, if required, shall be compensated in accordance with the rate schedule attached hereto as Exhibit A-3.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

**Other Terms and Conditions:** Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:

1. Delete Paragraph C.1 and C.2 in their entirety from Section IV "Limitations on Consultant's Liability" of the General Conditions of the Agreement for Professional Services.



Short Elliott Hendrickson Inc.

City of Worthington, MN

By:   
Scott A. Blank, AIA, NCARB  
Title: Director of Architecture - Central Region

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



**Exhibit A-2**  
**to Agreement for Professional Services**  
**Between City of Worthington, MN (Client)**  
**and**  
**Short Elliott Hendrickson Inc. (Consultant)**  
**Dated May 8, 2019**

**Payments to Consultant for Services**  
**Using the Lump Sum Plus Expenses Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**A. Lump Sum Plus Expenses Option**

The Client and Consultant may select Lump Sum Plus Expenses for payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any, for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, and profit. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary to complete Consultant's services at their standard rates.

**B. Expenses**

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in the Agreement and this Exhibit.

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

**C. Equipment Utilization**

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Consultant invoices will contain detailed information regarding the use of specialized equipment on the project when it is to be reimbursed by the Client. Charges will be based on the standard rates for the equipment published by Consultant.

document1



# General Conditions of the Agreement for Professional Services

## SECTION I – SERVICES OF CONSULTANT

### A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

### B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

### C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

### D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

## SECTION II – CLIENT RESPONSIBILITIES

### A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

## SECTION III – PAYMENTS

### A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.



## SECTION IV – GENERAL CONSIDERATIONS

### A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

### B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

### C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated

with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

### D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

## SECTION V – DISPUTE RESOLUTION

### A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

### B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

## SECTION VI – INTELLECTUAL PROPERTY

### A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

### B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

### C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.



**PUBLIC SAFETY MEMO**

**DATE: MAY 23, 2019**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

**CASE ITEM(S)**

**1. PROPOSED PERMIT FEES RELATED TO ATV ORDINANCE AND THE REGULATION OF ALL-TERRAIN VEHICLES ON CITY STREETS**

Pursuant to the proposed ATV ordinance (*Exhibit 1*), permit fees are to be established by Council. Staff proposes a 1 year permit at \$25, a 2 year permit at \$35, and a 3 year permit at \$45.

Council action is requested to establish permit fee amounts.



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

**AN ORDINANCE TO REGULATE ALL-TERRAIN VEHICLES ON CITY STREETS BY AMENDING THE CITY CODE OF THE CITY OF WORTHINGTON, MINNESOTA TO CREATE A NEW CHAPTER 73**

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

Section I.

CHAPTER 73 - ALL-TERRAIN VEHICLES

**SECTION 73.01 Purpose and intent.**

The purpose of this ordinance is to provide reasonable regulations for the use of special and recreational motor vehicles on public and private property in the city. This ordinance is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow. It is intended to ensure the public safety and prevent a public nuisance.

**SECTION 73.02 Definitions.**

The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

All-terrain vehicle - An all-terrain vehicle, hereinafter ATV, is a motorized vehicle with not less than four but not more than six low pressure or non-pneumatic tires; a total dry weight of less than 2,000 pounds; and a total width from outside of tire rim to outside of tire rim that is 65 inches or less. Dry weight is normally the weight of the vehicle without fluids. ATV includes both Class 1 ATVs Class 2 ATVs. ATV does not include a golf cart, mini-truck, dune buggy, or go-cart nor does it include a vehicle designed and used specifically for lawn maintenance, agriculture, logging, or mining purposes.

Class 1 ATV - An ATV that has a total width from outside of tire rim to outside of tire rim that is 50 inches or less and which has a total dry weight of less than 900 pounds.

Class 2 ATV - An ATV that has a total width from outside of tire rim to outside of tire rim that is greater than 50 inches but not more than 65 inches and a dry weight between 900 pounds and 2,000 pounds.

Boulevard - The portion of the street or highway between the roadway and private property.

Driver - The person driving and having physical control over the all-terrain vehicle.

Operate - To ride in or on, and control the operation of an all-terrain vehicle.

Operator - Every person who operates or is in actual physical control of an all-terrain vehicle.

Public property - Property that may be used by the public subject to reasonable regulation by a governmental body. Such property includes, but is not limited to, city parks, city parking lots and public school parking lots and grounds.



**Roadway** - The portion of a street or highway improved, designed or ordinarily used for vehicular travel but not including the boulevard. For purposes of this ordinance, roadways not dedicated for public use and not maintained by the city are not included within this definition.

### **SECTION 73.03 State laws incorporated.**

All provisions of M.S. Ch. 169 and M.S. Sections 88.922 through 84.929, and all provisions of the City Code regulating vehicular traffic, shall apply to the operation of all ATVs upon the streets of the City of Worthington, with the exception of those relating to equipment or those which, by their nature, have no application.

### **SECTION 73.04 Permits and Applications for Permits.**

(A) License and Permit required. It shall be unlawful for any person to drive or operate an ATV on any public roadway within the city limits unless such person has a valid State driver's license. It shall be unlawful for any person to drive or operate an ATV on any public roadway within the city limits unless such person has obtained a permit as required herein.

(B) Director of Public Safety to issue permit. Permits shall be issued by the Director of Public Safety for a periods of one year; two years; or three years ending on December 31 of the given year. Any permit may be renewed at any time. A permit shall be issued to persons sixteen (16) years of age or older upon filing of the appropriate application with the Director of Public Safety, together with evidence of insurance complying with M.S. Section 65B.48. A fee, which shall be established from time to time by the City Council, shall accompany the application for a permit to operate an ATV upon such public roadways as may, from time to time, be designated by the City Council.

(C) Application for permit. Every application for a permit shall be made on a form supplied by the city and shall contain all of the following information:

- (1) The name and address of the applicant who shall have ownership interest of the ATV.
- (2) Model name, make, and year and number of the ATV.
- (3) Names and addresses of all individuals who are eligible to operate the vehicle and the driver's license numbers, if any, of such individuals.
- (4) The applicant's choice of time period for the permit (1 year, 2 years or 3 years).
- (5) Other information as the City may require.

### **SECTION 73.05 Operating rules and prohibitions.**

(A) Prohibitions. ATVs may not operate

- (1) On roadways at a speed in excess of the posted limited for motorized vehicles.
- (2) Other than in single file on a roadway.
- (3) Carelessly or recklessly.



- (4) In a manner that damages public road rights-of-way.
  - (5) In a manner than violates constitutes a public nuisance under state law of the City Code, including noise violations.
  - (6) On private land except with the permission of the owner or occupant.
  - (7) On publicly owned land, including school, exclusive city streets, park property, playgrounds, recreation areas and golf courses, except where permitted by this ordinance.
  - (8) In a manner so as to create a loud, unnecessary, or unusual noise that disturbs, annoys, or interferes with the peace and quiet of other persons.
  - (9) On a public sidewalk or walkway provided or used for pedestrian travel or any bike trail except for those located upon a roadway.
  - (10) At a place while under the influence of intoxicating liquor or narcotics or habit-forming drugs.
  - (11) At any place in a careless, reckless, or negligent manner so as to endanger or be likely to endanger any person or property or to cause injury or damage thereto.
  - (12) On any public street, highway, or right-of-way unless registered, if so required, pursuant to Minnesota law.
  - (13) So as to intentionally drive, chase, run over, or kill any animal, wild or domestic.
  - (14) By halting an ATV carelessly or heedlessly in disregard of the rights or the safety of others or in a manner so as to endanger or be likely to endanger any person or property.
- (B) Required Equipment for all ATVs. ATVs may not operate
- (1) Without at least one headlight turned on at all times while operating.
  - (2) Without at least one tail light.
  - (3) At a speed exceeding 10 miles per hour on the frozen surface of public waters within 100 feet of a person not on an all-terrain vehicle or within 100 feet of a fishing shelter.
- (C) Additional Required Equipment for Class 2 ATV. A Class 2 ATV may not operate without
- (1) A Rollover protection bar.
  - (2) Seatbelts for driver and all occupants pursuant to the design occupant load.
  - (3) Front and rear turn-signal lights.
  - (4) An operational hand or foot brake.



- (5) An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70.
- (D) Helmet and seat belt requirements.
  - (1) A person less than 18 years of age shall not ride as a passenger or as an operator of an ATV on public land, public waters, or on a public road right-of-way unless wearing a safety helmet approved by the commissioner of Public Safety.
  - (2) A person less than 18 years of age shall not ride as a passenger or as an operator of a vehicle regulated herein without wearing a seat belt when such seat belt has been provided by the manufacturer.
- (E) Display of Registration. ATVs must be registered pursuant to state law and owners and operators must comply with the Vehicle Registration and Display of Numbers requirements set forth in Minnesota Rule 6102.001. In addition, the City Permit sticker must:
  - (1) Be flatly adhered to left of right rear quadrant
  - (2) Be adhered to permanent plastic or metal
  - (3) Be visible to outside inspection
  - (4) Not be fixed to the license plate, tied or otherwise secured except to permanent plastic or metal.
- (F) Operator. The operator of an ATV must be approved in the application and shall be able to provide proof of authorization while operating the ATV as may be required by the city upon permit approval.
- (G) Minimum age of operator. It is unlawful for any person under the age of sixteen (16) years of age to operate an ATV.
- (H) Sidewalks and boulevards. It is unlawful to operate an ATV on a sidewalk or boulevard, except that an operator may cross a sidewalk, boulevard or other right-of-way to obtain access to a street or alley if such crossing is made at an angle of approximately ninety (90) degrees to the direction of the sidewalk, boulevard or other right-of-way. The ATV must yield to all pedestrian or vehicular traffic which constitutes an immediate hazard.
- (I) Owner. It is unlawful for the owner of an ATV to permit it to be operated contrary to this Ordinance.
- (J) City use. Authorized city staff may operate city-owned ATVs without obtaining a permit and may do so on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.



- (K) City Festivals. The City Council may temporarily suspend the permitting requirements and allow persons age sixteen (16) or older, to operate ATVs on designated city streets for parades and other city-wide festivals if such persons are part of the festival. Festival onlookers, observers or spectators will not be permitted to operate without registration under this section. Any such suspension shall be for one or more specified dates and for a fixed number of hours on such specified dates.
- (L) Time and dates of operation.
- (1) A Class 1 ATV may only be operated on designated roadways from 7:00 a.m. to 10:00 p.m. They shall not be operated when visibility is impaired by weather, smoke, fog or other conditions, or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of five hundred (500) feet.
- (2) A Class 2 ATV may only be operated on designated roadways from sunrise to sunset unless it is equipped with original equipment headlights, tail lights, and rear facing brake lights. They shall not be operated when visibility is impaired by weather, smoke, fog or other conditions, or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of five hundred (500) feet.
- (M) Passengers.
- (1) No person under 18 years of age shall operate an ATV while carrying a passenger.
- (2) A person 18 years of age or older may operate a Class 1 ATV carrying one passenger and may operate a Class 2 ATV up to that number of passengers for which the vehicle was designed.
- (N) Designated Roadways. Appendix 'A' is a color-coded map designating roads within the City limits upon which ATVs may and may not be operated.

#### **SECTION 73.06      Duty of police to enforce.**

It shall be the duty of any police officer of this municipality to enforce the provisions of this chapter against any person found to be violating this chapter.

#### **SECTION 73.07      Penalty.**

The City of Worthington has the right to revoke driving and/or riding privileges of any individual on an ATV within the city limits by direction of the Director of Public Safety based upon complaints received and/or violations of statute or ordinance. Any person violating any provision of this Ordinance shall be guilty of a misdemeanor and upon conviction may be punished to the maximum extent allowed by law.

Any person who is aggrieved by the actions of the city council for the denial of the permit or in a revocation of a permit shall have the right to appeal such action to the district court in the county. Such



appeal shall be taken by filing with such court, within 14 days of the date of the action complained of, a written statement setting forth fully the grounds for the appeal.

Section II.

This ordinance shall be in full force and effect from and after its passage and publication.

Adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of \_\_\_\_ 2019.

(SEAL)

---

Mayor

Attest: \_\_\_\_\_

City Clerk



## PUBLIC WORKS MEMO

**DATE:** MAY 23, 2019

**TO:** HONORABLE MAYOR AND CITY COUNCIL

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

## CASE ITEM

**1. APPROVE CHANGE ORDERS FOR THE PUBLIC WORKS REMODELING PROJECT**

At 2 pm on February 14, 2019 sealed bids were opened for the Public Works Remodeling project. This project includes a 32,000sq.ft vehicle storage area, new public works offices, bathroom facilities and breakroom area. The bid for the remodeling project was \$1,907,110. Demolition work started on March 10<sup>th</sup>, 2019 and there have been some changes proposed for the project. Wilcon Construction, the contractor for the project, has proposed 8 different Change Orders. They are as follows:

|  |            |                    |
|--|------------|--------------------|
| 1.) Change countertops from stainless to laminate:         | Deduct     | \$-6,879.00        |
| 2.) Soil corrections under wash bay footings:              | Add        | \$7,179.52         |
| 3.) Remove extra office concrete flooring:                 | Add        | \$1,652.04         |
| 4.) Install a fire rated coiling door on the Second floor: | Add        | \$5,669.47         |
| 5.) Install drain tile under shop floor:                   | Add        | \$19,783.79        |
| 6.) Electrical changes in the shop area:                   | Add        | \$11,085.20        |
| 7.) Door and hallway changes to office area:               | Deduct     | \$-1,953.13        |
| 8.) Relocate sprinkler heads under wash bay precast:       | Add        | \$3,902.89         |
| <b>Total change amount:</b>                                | <b>Add</b> | <b>\$40,458.78</b> |

Included in your packet is a letter of recommendation from our architect approving these change orders (Exhibit 1) and also each change order listed on a separate document (Exhibit 2). With our original bid price and these change orders our new contract sum will be \$1,947,568.78. The original architects estimate for this project was \$2,035,710.

**Council Action is requested to approve the change orders listed above.**





Date: May 22, 2019

RE: City of Worthington Public Works  
Worthington, MN  
CBS² WORTH 18002-2

Todd Wietzema, General Manager  
Worthington Public Works  
1300 Diagonal Rd  
Worthington, MN 56187

Dear Mr. Wietzema,

In review of the Change Orders 1-8, I believe that Wilcon Construction has fair and reasonable pricing for the proposed changes. I recommend accepting change orders 1-8 which includes extending the contract completion time 31 days. So substantial completion will be by September 13, 2019.

Should you have any questions, please contact me via phone at 715.226.0511 or via e-mail at [jprzybylski@cbssquaredinc.com](mailto:jprzybylski@cbssquaredinc.com).

Sincerely,

Jason Przybylski,  
Project Leader

jp

See attached AIA Document G701 for the change orders.

770 Technology Way  
Chippewa Falls, WI  
54729

[info@cbssquaredinc.com](mailto:info@cbssquaredinc.com)

[cbssquaredinc.com](http://cbssquaredinc.com)



# AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

## Change Order

|   |   |  |
|---|---|--|
| <b>PROJECT:</b> <i>(Name and address)</i><br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187 | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019                            | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 001<br>Date: 05/22/2019                                       |
| <b>OWNER:</b> <i>(Name and address)</i><br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187               | <b>ARCHITECT:</b> <i>(Name and address)</i><br>CBS <sup>2</sup><br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> <i>(Name and address)</i><br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

### THE CONTRACT IS CHANGED AS FOLLOWS:

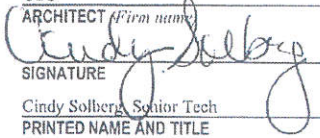
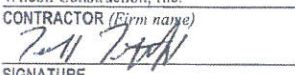
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Changed to Plam countertops from Stainless

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 0.00         |
| The Contract Sum prior to this Change Order was                          | \$ 1,907,110.00 |
| The Contract Sum will be decreased by this Change Order in the amount of | \$ 6,879.00     |
| The new Contract Sum including this Change Order will be                 | \$ 1,900,231.00 |
| The Contract Time will be increased by Zero (0) days.                    |                 |
| The new date of Substantial Completion will be                           |                 |

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|   |   |                                      |
|---|---|--------------------------------------|
| CBS <sup>2</sup>  | Wilcon Construction, Inc.   | City of Worthington                  |
| <b>ARCHITECT</b> <i>(Firm name)</i>   | <b>CONTRACTOR</b> <i>(Firm name)</i>  | <b>OWNER</b> <i>(Firm name)</i>      |
|  |  |                                      |
| SIGNATURE   | SIGNATURE   | SIGNATURE                            |
| Cindy Solberg, Senior Tech  | Todd Tetzloff, Project Manager  | Todd Wietzema, Public Works Director |
| PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE               |
| 05/22/2019  | 05/22/2019  | 05/22/2019                           |
| DATE  | DATE  | DATE                                 |

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User Notes: (389ADA50)



# AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

## Change Order

|  |   |  |
|--|---|--|
| <b>PROJECT:</b> <i>(Name and address)</i><br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019                            | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 002<br>Date: 05/22/2019                                       |
| <b>OWNER:</b> <i>(Name and address)</i><br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> <i>(Name and address)</i><br>CBS <sup>2</sup><br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> <i>(Name and address)</i><br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Soil correction under wash walls.

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ -6,879.00    |
| The Contract Sum prior to this Change Order was                          | \$ 1,900,231.00 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 7,179.52     |
| The new Contract Sum including this Change Order will be                 | \$ 1,907,410.52 |

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|   |   |                                      |
|---|---|--------------------------------------|
| CBS <sup>2</sup>  | Wilcon Construction, Inc.   | City of Worthington                  |
| ARCHITECT <i>(Firm name)</i>  | CONTRACTOR <i>(Firm name)</i>   | OWNER <i>(Firm name)</i>             |
|  |  |                                      |
| SIGNATURE   | SIGNATURE   | SIGNATURE                            |
| Cindy Solberg, Senior Tech  | Todd Tetzloff, Project Manager  | Todd Wietzema, Public Works Director |
| PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE               |
| 05/22/2019  | 05/22/2019  | 05/22/2019                           |
| DATE  | DATE  | DATE                                 |

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User Notes:

(389ADA4C)



# AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

## Change Order

|  |   |  |
|--|---|--|
| <b>PROJECT:</b> <i>(Name and address)</i><br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019                            | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 003<br>Date: 05/22/2019                                       |
| <b>OWNER:</b> <i>(Name and address)</i><br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> <i>(Name and address)</i><br>CBS <sup>2</sup><br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> <i>(Name and address)</i><br>Wilson Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Remove and Replace 11x20 area of concrete.

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 300.52       |
| The Contract Sum prior to this Change Order was                          | \$ 1,907,410.52 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 1,652.04     |
| The new Contract Sum including this Change Order will be                 | \$ 1,909,062.56 |
| The Contract Time will be increased by Zero (0) days.                    |                 |
| The new date of Substantial Completion will be                           |                 |

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|   |   |                                      |
|---|---|--------------------------------------|
| CBS <sup>2</sup>  | Wilson Construction, Inc.   | City of Worthington                  |
| <b>ARCHITECT:</b> <i>(Firm name)</i>  | <b>CONTRACTOR:</b> <i>(Firm name)</i>   | <b>OWNER:</b> <i>(Firm name)</i>     |
|  |  |                                      |
| SIGNATURE   | SIGNATURE   | SIGNATURE                            |
| Cindy Solberg, Senior Tech  | Todd Tetzloff, Project Manager  | Todd Wietzema, Public Works Director |
| PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE               |
| 05/22/2019  | 05/22/2019  | 05/22/2019                           |
| DATE  | DATE  | DATE                                 |

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User Notes:

(3B9ADA52)



## AIA® Document G701™ – 2017

### Change Order

|   |  |   |
|---|--|---|
| <b>PROJECT:</b> (Name and address)<br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019         | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 004<br>Date: 05/22/2019                                |
| <b>OWNER:</b> (Name and address)<br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> (Name and address)<br>CBS²<br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> (Name and address)<br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

#### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Install 8x8 coiling door on Second Floor.

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 1,952.56     |
| The Contract Sum prior to this Change Order was                          | \$ 1,909,062.56 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 5,669.47     |
| The new Contract Sum including this Change Order will be                 | \$ 1,914,732.03 |
| The Contract Time will be increased by Zero (0) days.                    |                 |
| The new date of Substantial Completion will be                           |                 |

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|  |  |  |
|--|--|--|
| CBS²<br><b>ARCHITECT</b> (Firm name)<br><br>SIGNATURE<br>Cindy Solberg, Senior Tech<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE | Wilcon Construction, Inc.<br><b>CONTRACTOR</b> (Firm name)<br><br>SIGNATURE<br>Todd Tetzloff, Project Manager<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE | City of Worthington<br><b>OWNER</b> (Firm name)<br><br>SIGNATURE<br>Todd Wietzema, Public Works Director<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE |
|--|--|--|

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# AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

## Change Order

|   |  |   |
|---|--|---|
| <b>PROJECT:</b> (Name and address)<br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019                     | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 005<br>Date: 05/22/2019                                |
| <b>OWNER:</b> (Name and address)<br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> (Name and address)<br>CBS <sup>2</sup><br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> (Name and address)<br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)  
Install drain tile under shop floor.

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 7,622.03     |
| The Contract Sum prior to this Change Order was                          | \$ 1,914,732.03 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 19,783.79    |
| The new Contract Sum including this Change Order will be                 | \$ 1,934,515.82 |

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

|   |   |   |
|---|---|---|
| CBS <sup>2</sup><br>ARCHITECT (Firm name)<br><br>SIGNATURE<br>Cindy Solberg, Senior Tech<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE | Wilcon Construction, Inc.<br>CONTRACTOR (Firm name)<br><br>SIGNATURE<br>Todd Tetzloff, Project Manager<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE | City of Worthington<br>OWNER (Firm name)<br><br>SIGNATURE<br>Todd Wietzema, Public Works Director<br>PRINTED NAME AND TITLE<br>05/22/2019<br>DATE |
|---|---|---|

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User Notes: (3B9ADA52)



## AIA® Document G701™ – 2017

### Change Order

|   |  |   |
|---|--|---|
| <b>PROJECT:</b> (Name and address)<br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019         | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 006<br>Date: 05/22/2019                                |
| <b>OWNER:</b> (Name and address)<br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> (Name and address)<br>CBS²<br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> (Name and address)<br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

#### THE CONTRACT IS CHANGED AS FOLLOWS:

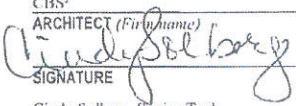
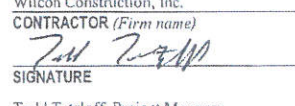
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Electrical changes per MEP PR-01

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 27,405.82    |
| The Contract Sum prior to this Change Order was                          | \$ 1,934,515.82 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 11,085.20    |
| The new Contract Sum including this Change Order will be                 | \$ 1,945,601.02 |
| The Contract Time will be increased by Zero (0) days.                    |                 |
| The new date of Substantial Completion will be                           |                 |

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|   |   |                                      |
|---|---|--------------------------------------|
| CBS²  | Wilcon Construction, Inc.   | City of Worthington                  |
| <b>ARCHITECT</b> (Firm name)  | <b>CONTRACTOR</b> (Firm name)   | <b>OWNER</b> (Firm name)             |
|  |  |                                      |
| SIGNATURE   | SIGNATURE   | SIGNATURE                            |
| Cindy Solberg, Senior Tech  | Todd Tetzloff, Project Manager  | Todd Wietzema, Public Works Director |
| PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE  | PRINTED NAME AND TITLE               |
| 05/22/2019  | 05/22/2019  | 05/22/2019                           |
| DATE  | DATE  | DATE                                 |

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User Notes:



## AIA<sup>®</sup> Document G701<sup>™</sup> – 2017

### Change Order

|  |   |  |
|--|---|--|
| <b>PROJECT:</b> <i>(Name and address)</i><br>Worthington Public Works<br>1530 Rowe Avenue, Worthington, MN<br>56187          | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br>Date: 02/21/2019                            | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 007<br>Date: 05/22/2019                                       |
| <b>OWNER:</b> <i>(Name and address)</i><br>City of Worthington<br>Todd Wietzema<br>303 Ninth Street, Worthington MN<br>56187 | <b>ARCHITECT:</b> <i>(Name and address)</i><br>CBS <sup>2</sup><br>770 Technology Way<br>Chippewa Falls, WI 54729 | <b>CONTRACTOR:</b> <i>(Name and address)</i><br>Wilcon Construction, Inc.<br>1512 7th Ave South<br>St. James, MN 56081 |

#### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Changes to Office area per meetings.

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ 38,491.02    |
| The Contract Sum prior to this Change Order was                          | \$ 1,945,601.02 |
| The Contract Sum will be decreased by this Change Order in the amount of | \$ 1,935.13     |
| The new Contract Sum including this Change Order will be                 | \$ 1,943,665.89 |

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

|   |   |  |
|---|---|--|
| <b>ARCHITECT</b> <i>(Firm name)</i><br>CBS <sup>2</sup>   | <b>CONTRACTOR</b> <i>(Firm name)</i><br>Wilcon Construction, Inc.                                       | <b>OWNER</b> <i>(Firm name)</i><br>City of Worthington   |
| <b>SIGNATURE</b><br> | <b>SIGNATURE</b><br> | <b>SIGNATURE</b><br> |
| <b>PRINTED NAME AND TITLE</b><br>Cindy Sulberg, Senior Tech   | <b>PRINTED NAME AND TITLE</b><br>Todd Tetzloff, Project Manager   | <b>PRINTED NAME AND TITLE</b><br>Todd Wietzema, Public Works Director                                    |
| <b>DATE</b><br>05/22/2019   | <b>DATE</b><br>05/22/2019   | <b>DATE</b><br>05/22/2019  |

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User Notes: (3B9ADA4B)





# AIA Document G701™ – 2017

## Change Order

**PROJECT:** (Name and address)  
Worthington Public Works  
1530 Rowe Avenue, Worthington, MN  
56187

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: 02/21/2019

**CHANGE ORDER INFORMATION:**  
Change Order Number: 008  
Date: 05/22/2019

**OWNER:** (Name and address)  
City of Worthington  
Todd Wietzema  
303 Ninth Street, Worthington MN  
56187

**ARCHITECT:** (Name and address)  
CBS<sup>2</sup>  
770 Technology Way  
Chippewa Falls, WI 54729

**CONTRACTOR:** (Name and address)  
Wilcon Construction, Inc.  
1512 7th Ave South  
St. James, MN 56081

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Sprinkler heads under precast plank.

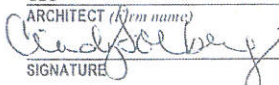
|  |    |              |
|--|----|--------------|
| The original Contract Sum was  | \$ | 1,907,110.00 |
| The net change by previously authorized Change Orders                    | \$ | 36,555.89    |
| The Contract Sum prior to this Change Order was                          | \$ | 1,943,665.89 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ | 3,902.89     |
| The new Contract Sum including this Change Order will be                 | \$ | 1,947,568.78 |

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

|   |   |                                      |
|---|---|--------------------------------------|
| CBS <sup>2</sup>  | Wilcon Construction, Inc.   | City of Worthington                  |
| <b>ARCHITECT</b> (Firm name)  | <b>CONTRACTOR</b> (Firm name)   | <b>OWNER</b> (Firm name)             |
|  |  |                                      |
| <b>SIGNATURE</b>  | <b>SIGNATURE</b>  | <b>SIGNATURE</b>                     |
| Cindy Solberg, Senior Tech  | Todd Tetzloff, Project Manager  | Todd Wietzema, Public Works Director |
| <b>PRINTED NAME AND TITLE</b>   | <b>PRINTED NAME AND TITLE</b>   | <b>PRINTED NAME AND TITLE</b>        |
| 05/22/2019  | 05/22/2019  | 05/22/2019                           |
| <b>DATE</b>   | <b>DATE</b>   | <b>DATE</b>                          |



## ENGINEERING MEMO

**DATE: MAY 23, 2019**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

### AGENDA CASE ITEMS

#### **1. FIRST READING OF AN ORDINANCE TO VACATE PART OF EIGHTH STREET**

The City has received the petition in Exhibit 1 to vacate that part of Eighth Avenue abutting Lake Shore Park Condominium and lying northeast of the public walk as shown on the map also included in Exhibit 1. The petition has representation of 100% (50% owned by City) of properties abutting the segment petitioned to be vacated and 83.7% (38.7% owned or co-owned by City) of the property within 300 feet of the ends of the segment. The petition does satisfy the requirements of Section 4.14 of the City Charter for vacation of a street.

Should Council wish to vacate the portion of street right-of-way as petitioned for Council should give first reading of the ordinance in Exhibit 1.

The City did obtain underlying title of all existing streets and alleys in the original Plat of Worthington. This was obtained from the only known interest to the rights-of-way which had been dedicated with reversion rights. Upon vacation, Council will also be requested to authorize sale of the vacated segment to the abutting property owner.

#### **2. BIDS FOR 10<sup>TH</sup> AVENUE BRIDGE REPLACEMENT**

A single bid for the 10<sup>th</sup> Avenue bridge replacement was received on May 21, 2019. The bid of \$1,674,208.44 from Henning Construction Inc. was \$648,644.19 (63%) over the engineer's estimate. It is known that delivery of the box culvert segments has been extended to mid September compressing the available time to complete the project which is believed to have been a deterrent to bidders.

Exhibit 2 includes a recommendation from the project consultant. Staff concurs with this recommendation to reject all bids and to advertise this winter for 2020 construction.

Council will note the abstract of bids (unit prices) is not included with the recommendation. Such information is not public data until the bids are awarded or the project is abandoned and should not be shared with others. Whereas it is intended to rebid the project essentially as solicited and it will be a few months before the rebid, the abstract will be provided to Council on an as requested basis to avoid accidental circulation of the information. The total amount of a bid is public data.



### 3. CENTENNIAL PARK PEDESTRIAN BRIDGE

In consideration of the recommendation to rebid the 10<sup>th</sup> Avenue bridge replacement, the potential to pursue replacement of the Centennial Park pedestrian bridge this year was explored. The current lead time for fabrication is presented as being 16 to 20 weeks. Under this plan it would be possible to have the bridge replacement completed before next year however the bridge would not be placed until mid winter on abutments installed later this construction season. This appears to be a viable option for Council to pursue at this time. This option would involve an extended period that the bridge would not be available.

Alternately, it would be recommended that the pedestrian bridge replacement be completed in 2021 to prevent both the 10<sup>th</sup> Avenue bridge and the pedestrian bridge being out of service at the same time. The delay is based on a start date for either bridge being no sooner than August 1<sup>st</sup> of any year and the 10<sup>th</sup> Avenue bridge construction requiring most of the remainder of the construction season.

Staff recommends that Council select one of the two options:

- 1) Pursue bridge replacement as originally planned this year with placement extending into the 2019/2020 winter.
- 2) Delay the bridge replacement until 2021.

Should Council choose Option 1, all efforts will be made by the project consultant to complete plans for approval at the June 8, 2019 Council meeting.





# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

Common Interest Community Number 12, Lake Shore Park Condominium, Nobles County, Minnesota.  
(31-2187-010, 31-2187-020, 31-2187-030, 31-2187-040, 31-2187-050, 31-2187-060, 31-2187-070)

## Unit 1

*See attached*  
\_\_\_\_\_  
Jerry L. Perkins as Trustee of the  
Jerry L. Perkins Revocable Intervivos Trust

\_\_\_\_\_  
Date

*See attached*  
\_\_\_\_\_  
Terese M. Perkins as Trustee of the  
Terese M. Perkins Revocable Intervivos Trust

\_\_\_\_\_  
Date

## Unit 2

*Todd D. Ahlquist*  
\_\_\_\_\_  
Todd D. Ahlquist

*3/05/2019*  
\_\_\_\_\_  
Date

*Laura K. Ahlquist*  
\_\_\_\_\_  
Laura K. Ahlquist

*3/05/2019*  
\_\_\_\_\_  
Date

## Unit 3

*Richard J. Lowe*  
\_\_\_\_\_  
Richard J. Lowe

*3.07.2019*  
\_\_\_\_\_  
Date

*Jan T. Lowe*  
\_\_\_\_\_  
Jan T. Lowe

*3.07.2019*  
\_\_\_\_\_  
Date



Unit 4

Luann J. Heeren  
Luann J. Heeren

30 MAR 2019  
Date

N/A  
Spouse (\*)  
printed name

Single  
Date

Unit 5

Darlene A. Malenke  
Darlene A. Malenke as Trustee  
under agreement dated 7/11/1997

3-5-19  
Date

Single  
Spouse (\*)  
printed name

Single  
Date

Unit 6

See attached  
James W. Krapf

See attached  
Date

See attached  
Cynthia G. Krapf

See attached  
Date

Unit 7

Camilla M. Aker  
Camilla M. Aker

3-14-19  
Date

Single  
Spouse (\*)  
printed name

Single  
Date

(\*) If married, the signature and printed name of the spouse must be provided. If unmarried, the status must be indicated as such; i.e: widow, widower, single, unremarried, etc.



BLUE



# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

Common Interest Community Number 12, Lake Shore Park Condominium, Nobles County, Minnesota.  
(31-2187-010, 31-2187-020, 31-2187-030, 31-2187-040, 31-2187-050, 31-2187-060, 31-2187-070)

Unit 1

Jerry L. Perkins  
Jerry L. Perkins as Trustee of the  
Jerry L. Perkins Revocable Intervivos Trust

3/9/19  
Date

Terese M. Perkins  
Terese M. Perkins as Trustee of the  
Terese M. Perkins Revocable Intervivos Trust

3/9/19  
Date

Unit 2

Todd D. Ahlquist

                      
Date

Laura K. Ahlquist

                      
Date

Unit 3

Richard J. Lowe

                      
Date

Jan T. Lowe

                      
Date



Unit 4

Luann J. Heeren

Date

Spouse (\*)  
printed name

Date

Unit 5

Darlene A. Malenke as Trustee  
under agreement dated 7/11/1997

Date

Spouse (\*)  
printed name

Date

Unit 6

*James W. Krapf*  
James W. Krapf

*3/7/2019*  
Date

*Cynthia G. Krapf*  
Cynthia G. Krapf

*3-7-2019*  
Date

Unit 7

Camilla M. Aker

Date

Spouse (\*)  
printed name

Date



(\*) If married, the signature and printed name of the spouse must be provided. If unmarried, the status must be indicated as such; i.e: widow, widower, single, unremarried, etc.





# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

Common Interest Community No. 13 and Common Interest Community No. 13A, Lake Shore Park Condominium No. 2, Nobles County, Minnesota.  
(31-2187-150, 31-2187-155, 31-2187-160, and 31-2187-165)

## Unit 1

Ronald A. Wood  
Ronald A. Wood

3-20-19  
Date

Sandra K. Strassburg  
Sandra K. Strassburg

3-20-19  
Date

## Unit 2

Dorothy Nord  
Dorothy Nord

3-28-19  
Date

Single  
Spouse (\*)  
printed name

Date

Bruce C. Amundson  
Bruce C. Amundson

3-28-19  
Date

Joann E. Amundson  
Joann E. Amundson

3-28-19  
Date



## Unit 3

Jennifer K. Behrends, A single person 3/5/19  
Jennifer K. Behrends Date

Spouse (\*)  
printed name \_\_\_\_\_

\_\_\_\_\_  
Date

## Unit 4

Richard D. Robinson 3/22/19  
Richard D. Robinson Date

Sharon K. Robinson 3/22/19  
Sharon K. Robinson Date

(\*) If married, the signature and printed name of the spouse must be provided. If unmarried, the status must be indicated as such; i.e: widow, widower, single, unremarried, etc.



# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

The southwest 55 feet of Lots 1 and 2; the southwest 55 feet of alley between Lots 2 and 3; and vacated portion of Eighth Street abutting Lots 1 and 2 and alley between Lots 2 and 3, Block 12, Plat of Worthington. (31-0095-000)

Lot 2 and the southeast half of alley between Lots 2 and 3, Block 19, Plat of Worthington. (31-0159-000)

  
 \_\_\_\_\_  
 William R. Keitel

3-18-19  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Lauri K. Keitel

3-18-19  
 \_\_\_\_\_  
 Date





# PETITION TO VACATE


Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

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The northeast 50 feet of Lots 4 and 5, Block 12, Plat of Worthington. (31-0099-000)

  
Curtis Lee Silver

3/11/2019  
Date

single  
Spouse (\*)  
printed name

Date



(\*) If married, the signature and printed name of the spouse must be provided. If unmarried, the status must be indicated as such; i.e: widow, widower, single, unremarried, etc.



# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

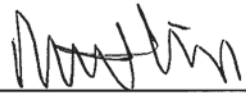
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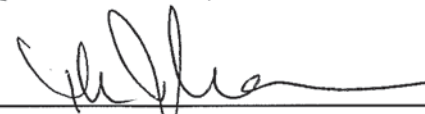
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Lots 6 - 9; alley between Lots 7 and 8; and alley between Lots 9 and 10, Block 9, Plat of Worthington. (31-0090-500)

## County of Nobles

  
 (signature)  
 Matthew Hilderson, Nobles County Board Chairman  
 (print name and title)

3-19-19  
 Date

  
 (signature)  
 Tom Johnson, Nobles County Administrator  
 (print name and title)

3-19-19  
 Date





# PETITION TO VACATE

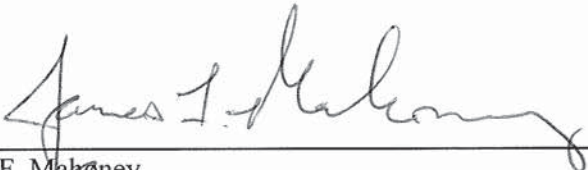
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Lot 4, the northwest half of alley between Lots 3 and 4, Block 19, Plat of Worthington. (31-0161-000)

  
James F. Mahoney

3/19/19  
Date

  
Beth A. Mahoney

3/19/19  
Date





# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

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The southwest 84 feet of Lot 1, Block 19, Plat of Worthington. (31-0157-000)

*Glenn D. Kremer*

Glenn D. Kremer as Trustee of the  
Glenn D. Kremer Revocable Trust

*4-18-19*

Date

*Barbara E. Kremer*

Barbara E. Kremer as Trustee of the  
Barbara E. Kremer Revocable Trust

*4-18-19*

Date





# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

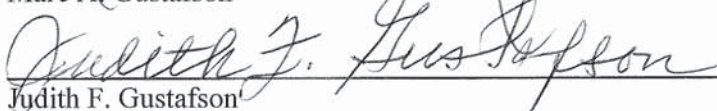
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The northeast 75 feet of Lot 1, Block 19, Plat of Worthington. (31-0158-000)

  
 \_\_\_\_\_  
 Marc A. Gustafson

4-15-19  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Judith F. Gustafson

4-15-19  
 \_\_\_\_\_  
 Date





# PETITION TO VACATE

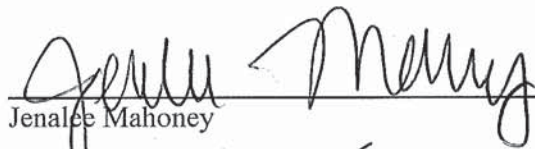
Honorable Mayor and Council of the City of Worthington, Minnesota:

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Lot 3, the northwest half of alley between Lots 2 and 3, and the southeast half of alley between Lots 3 and 4, Block 19, Plat of Worthington. (31-0160-000)

  
Jenalee Mahoney

4/15/19  
Date

  
Patrick Mahoney

4/15/19  
Date





# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

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Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

The northeast 50 feet of Lots 1 and 2 and the northeast 50 feet of alley between Lots 2 and 3, Block 12, Plat of Worthington. (31-0093-000)

Lots 6 -15; alley between Lots 7 and 8; alley between Lots 9 and 10; vacated alley between Lots 11 and 12; and alley between Lots 13 and 14, Block 12, Plat of Worthington.  
(31-0099-500, 31-0100-000, 31-0100-100, 31-0100-250, 31-0100-500)

Park in Lake Shore Park Subdivision. (31-2187-550)

Lakeshore property abutting Lake Street in the southeast quarter of Section 23, Township 102, Range 40.  
(31-3956-600)

City of Worthington

Mike Harmon  
Mayor

05/22/19  
Date

Janice Oberloh  
City Clerk

May 22, 2019  
Date







# PETITION TO VACATE

Honorable Mayor and Council of the City of Worthington, Minnesota:

We, the undersigned owners of the property abutting the following described street, do hereby petition the City of Worthington to vacate such street pursuant to Minnesota Statute 440.135:

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

Lots 12 - 15; alley between Lots 13 and 14; and the southeast half of alley between Lots 11 and 12, Block 19, Plat of Worthington. (31-0166-000)

## City of Worthington

Mike Harmon  
Mayor

05/22/2019  
Date

Janice Oberloh  
City Clerk

May 22, 2019  
Date

## County of Nobles

Matthew Wickham  
(signature)  
Matthew Wickham, Board Chairperson  
(print name and title)

May 21, 2019  
Date

Tom Johnson  
(signature)  
Tom Johnson, Nobles County Administrator  
(print name and title)

May 21, 2019  
Date



BLUE



- Part to be Vacated
- On Petition (City/City-County)
- On Petition
- Not on Petition

0 45 90 180 270 360 Feet



**ORDINANCE NO. \_\_\_\_****AN ORDINANCE TO VACATE PART OF EIGHTH STREET IN THE CITY OF  
WORTHINGTON, NOBLES COUNTY, MINNESOTA****The City Council of the City of Worthington, Do Ordain:****Section I.**

That part of former Eighth Street as platted in Lake Shore Park Subdivision, City of Worthington, Nobles County, Minnesota, described as follows is hereby vacated:

Beginning at the most south corner of Common Interest Community Number 12, Lake Shore Park Condominium, according to the recorded plat thereof; thence on an assumed bearing of North 42 degrees 09 minutes 12 seconds West, along the southwesterly line of said plat, a distance of 148.00 feet to an iron monument; thence southeasterly, along a non-tangential curve, concave to the southwest, having a radius of 345.50 feet, a central angle of 25 degrees 38 minutes 40 seconds, the chord of said curve bears South 27 degrees 01 minutes 34 seconds East, a chord distance of 153.35 feet, an arc distance of 154.64 feet to an iron monument located on the southwesterly extension of the southeasterly line of said Common Interest Community Number 12; thence North 47 degrees 47 minutes 18 seconds East, along said southwesterly extension, a distance of 40.02 feet to the point of beginning.

**Section II.**

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

**Section III.**

This Ordinance shall be in full force and effect from and after its passage, publication, and filing with the Nobles County Recorder.

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

(SEAL)

---

 Mike Kuhle, Mayor

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





Building a Better World  
for All of Us®

May 22, 2019

RE: City of Worthington, MN  
10th Ave Bridge Replacement  
SEH No. WORTC 127403 14.00

Dwayne Haffield  
City Engineer  
City of Worthington  
303 9th Street  
Worthington, MN 55555

Dear Mr. Haffield:

Thank you for the opportunity to work with the City of Worthington on the 10th Avenue Bridge Replacement project. On Tuesday, May 21, 2019 the City of Worthington opened bids for the referenced project and received one (1) bid. The bid result was as follows:

Henning Construction Inc. ....\$1,674,208.44

The low bid received was submitted by Henning Construction, Inc. from Adrian, MN in the amount of \$1,674,208.44. The engineers estimate for this project was \$1,025,500.00 and the bid submitted was over this estimate by approximately 63%. In talking to the Contractor it appears that the schedule probably played the largest factor in their bid. The extensive amount of time necessary to fabricate the larger concrete box culverts for this project cut their construction window almost in half. SEH is recommending that the bid be **rejected** and that the project be rebid this winter (2019-20) for construction in 2020. This will allow more time for the box culvert fabrication and should give bidders a larger construction window to complete the work.

If you have any questions, or would like to discuss, please feel free to contact me at 605.330.7015.

Sincerely,

Alan Murra, P.E.  
Project Manager  
(Lic. MN, SD, IA)

Attachment

c: Jeff Johnson - SEH

p:\uz\w\wortc\127403\ bidding documents\project award letter\wortc 127403 bid reject ltr.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 401 East 8th Street, Suite 309, Sioux Falls, SD 57103-7032

SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 605.330.7000 | 877.214.4370 | 888.908.8166 fax

EXHIBIT 2-1



**COMMUNITY DEVELOPMENT MEMO****DATE: MAY 28, 2019****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****CASE ITEMS****1. FIRST READING – CHANGE OF ZONE – CERTAIN PROPERTY LOCATED ALONG SOUTH CRAILSHEIM ROAD SOUTH OF SUTHERLAND DRIVE**

Dan Wagner has submitted a petition to rezone 8 acres that is owned by Timothy Blume. The subject property is located along South Crailsheim Road (CSAH 10) just south of Sutherland Drive. The applicant is requesting to rezone the property from its current “R-1” - One Family Detached designation to “R-2” - One Family, Low Density. The legal description of the property under consideration is as follows:

That part of the South Half of the Northeast Quarter and the North Half of the Southeast Quarter of Section 28, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the southeast corner of Glenwood Heights First Addition, according to the recorded plat thereof; thence on an assumed bearing of South 89 degrees 37 minutes 02 seconds West, along the south line of said Glenwood Heights First Addition, a distance of 330.01 feet to the southwest corner of said Glenwood Heights First Addition; thence continuing South 89 degrees 37 minutes 02 seconds West a distance of 107.17 feet to an iron monument; thence South 0 degrees 24 minutes West a distance of 120.01 feet to a stone monument; thence continuing South 0 degrees 24 minutes West a distance of 671.74 feet to an iron monument; thence North 89 degrees 37 minutes 02 seconds East a distance of 443.18 feet to an iron monument located on the west right of way line of County State Aid Highway No. 10; thence North 0 degrees 02 minutes 04 seconds West, along said west right of way line, a distance of 791.70 feet to the point of beginning.

The Planning Commission considered the application at its May 7, 2019 meeting. After holding a public hearing, the Commission voted unanimously 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-1” – One Family Detached. The City’s Zoning Code states that this district is intended to preserve, create and enhance areas for single family detached dwellings. The request from the applicant is for change of zone of the subject property to “R-2” - One Family, Low Density. The City’s Zoning Code states that this district is intended to preserve, create and enhance areas for single family dwellings; both detached and attached (townhouses).



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-2” district are as follows:

**“R-2” Requirements**

Minimum Lot Area: 6,000 square feet  
Minimum Lot Width: 60 feet  
Maximum Building Coverage: 30%  
Maximum Structure Coverage: 40%  
Minimum Floor Area: 850 square feet

**Current Conditions**

Lot Area: 348,480 square feet  
Lot Width: 431 feet  
Building Coverage: 0.0%  
Structure Coverage: 0.0%  
Floor Area: 0 square feet

Since the land has not yet been developed or subdivided, the subject property meets the applicable “R-2” district requirements. Staff has also prepared a comparison of the Schedule of Density, Area and Bulk Requirements from the “R-1” district to the “R-2” district. The comparison is as follows:

**“R-1” Requirements (Current)**

Minimum Lot Area: 7,500 square feet  
*\*14,000 square feet for two family*  
Minimum Lot Width: 75 feet  
Minimum Front Yard: 30 feet  
Minimum Rear Yard: 30 feet  
Minimum Side Yard: 10 feet  
Maximum Height: 30 feet  
Maximum Height (Stories): 2.5 stories  
Maximum Building Coverage: 30%  
Maximum Structure Coverage: 40%  
Minimum Floor Area: 940 square feet

**“R-2” Requirements (Proposed)**

Minimum Lot Area: 6,000 square feet  
*\*11,000 square feet for two family*  
Minimum Lot Width: 60 feet  
Minimum Front Yard: 20 feet  
Minimum Rear Yard: 20 feet  
Minimum Side Yard: 8 feet  
Maximum Height: 30 feet  
Maximum Height (Stories): 2.5 stories  
Maximum Building Coverage: 30%  
Maximum Structure Coverage: 40%  
Minimum Floor Area: 850 square feet

3. The City’s Comprehensive Plan has designated the future land use of the subject property as Low Density Residential (up to 6 units per acre). According to the Plan, Low Density Residential provides areas for neighborhoods of single-family housing. Single family housing can be described as a building intended to serve as a dwelling for one person or family unit. The traditional freestanding (detached) home provides the most common example of single-family housing. In this land use, single family units may be physically attached to one another subject to two conditions:

1. The housing units have a horizontal orientation and;



2. The density does not exceed six (6) units per acre of land. This density limitation also applies to detached forms of housing.

The subject property is 8 acres but only 5 of them can be developed due to a stormwater easement on the south 3 acres. Once the required land for a street is removed, the minimum lot size requirements would permit 29 lots to be created. The creation of 29 lots on 5 acres would result in a density of just under 6 units per acre. However, given the street frontage and minimum lot width requirements of the “R-2” district, only 14 lots can be created on this site. The resulting density of 14 homes on 5 acres would result in a density of just under 3 units per acre, or half the guidelines established by the Comprehensive Plan.

4. The Comprehensive Plan states that the West Residential district contains good examples of how attached units can fit into the character of existing neighborhoods. The Plan also states that a goal for this area is to provide a range of housing options to address the broader range of life cycle housing needs and identifies the need to promote quality neighborhood design and housing construction from new development. The developer’s current plans feature 10 lots.
5. The zoning of the adjacent properties are as follows:

North: A planned use development intended for single-family dwellings

South: “R-1” – One Family Detached

East: “S” – Natural Features

West: Not within the city limits

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

North: Single family homes

South: Attached condominium units for 2-3 families per unit

East: City park land

West: Agricultural

A first reading of this change of zone was brought forward at the May 13, 2019 City Council meeting and was approved 5-0. The proposed Ordinance shown in Exhibit 1B was missing from the Council packet and therefore requires a new first reading. Should Council wish to approve the first reading, it may do so by approving a first reading of the proposed Ordinance shown in Exhibit 1B.

## **2. FIRST READING – CHANGE OF ZONE – CERTAIN PROPERTY SOUTH OF INTERSTATE 90 AND NORTH OF DARLING DRIVE FROM AN EXTENSION OF GRAND AVENUE HEADING NORTH TO PROPERTY OWNED BY WORTHINGTON CHRISTAIN SCHOOL**



The City of Worthington is considering a change of zone of property owned by Kelly Properties of Worthington Inc. south of Interstate 90 and north of Darling Drive from an extension of Grand Avenue heading north to property owned by Worthington Christian School. The proposed change of zone is from “R-4” - Medium Density Residential to “B-3” – General Business. The requested change of zone is to permit a proposed approximately 28,000 square foot spec building. The legal description of the property under consideration is as follows:

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

Commencing at the Northwest corner of the plat of Northland Park Second Addition, according to the recorded plat thereof; thence on an assumed bearing of North 89 degrees 09 minutes 44 seconds West, along the south line of a tract as recorded in Document No. 260443, a distance of 155.00 feet to the Southwest corner of said tract; thence continuing North 89 degrees 09 minutes 44 seconds West a distance of 500.18 feet to the east line of a tract as recorded in Document No. 285896; thence North 0 degrees 00 minutes 30 seconds East, along said east line, a distance of 243.82 feet to the south line of a tract as recorded in Document No. 260600; thence South 89 degrees 01 minutes 16 seconds East, along said south line, a distance of 158.32 feet to the Southeast corner of said tract, said Southeast corner being the point of beginning of the tract to be described; thence North 0 degrees 00 minutes 30 seconds East, along the east line of said tract, a distance of 437.57 feet to the Northeast corner of said tract located on the southerly right of way line of Interstate Highway No. 90; thence South 89 degrees 09 minutes 45 seconds East, along said southerly right of way line, a distance of 342.23 feet to the Northwest corner of said tract as recorded in Document No. 260443; thence South 0 degrees 02 minutes 22 seconds West, along the westerly line of said tract, a distance of 438.36 feet; thence North 89 degrees 01 minutes 47 seconds West, along said westerly line, a distance of 135.00 feet; thence continuing North 89 degrees 01 minutes 47 seconds West a distance 207.01 feet to the point of beginning.

The Planning Commission considered the application at its May 7, 2019 meeting. After holding a public hearing, the Commission voted 4-3 to recommend the City Council not to 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 City is considering a change of zone of the subject property to “B-3” - General Business. The City’s Zoning Code 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. The Code also states that this district is created in recognition of the existence of substantial areas



presently committed to a form of development which is undesirable in the following respects:

1. Mixed uses of major type;
  2. Mixed uses of a single type (commercial) which do not encourage the interchange of customers; and
  3. Access feeds onto a major city arterial directly rather than via a commercial distribution frontage road.
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 "B-3" district are as follows:

**"B-3" Requirements**

Minimum Lot Area: 10,000 square feet

Minimum Lot Width: 50 feet

Maximum F.A.R.: 0.30

Minimum Street Frontage: 40 feet

**Current Conditions**

Lot Area: ~148,000 square feet

Lot Width: ~342 feet

FAR: 0.0

Street Frontage: ~204 ft

Since the land has not yet been developed or subdivided, the subject property meets any applicable "B-3" district requirements. Staff has also prepared a comparison of the Schedule of Density, Area and Bulk Requirements from the "R-4" district to the "B-3" district. The comparison is as follows:

**"R-4" Requirements (Current)**

Minimum Lot Area: 12,000 square feet

Minimum Lot Width: 100 feet

Minimum Front Yard: 15 feet

Minimum Rear Yard: 20 feet

Minimum Side Yard: 10 feet

Maximum Height: 40 feet

Maximum Building Coverage: 30%

Maximum Structure Coverage: 40%

Maximum F.A.R.: N/A

**"B-3" Requirements (Proposed)**

Minimum Lot Area: 10,000 square feet

Minimum Lot Width: 50 feet

Minimum Front Yard: 50 feet

Minimum Rear Yard: 10 feet

Minimum Side Yard: 10 feet

Maximum Height: 70 feet

Maximum Building Coverage: N/A

Maximum Structure Coverage: N/A

Maximum FAR: 0.30

3. Aside from the physical development requirements as defined in the Schedule of Density, Area and Bulk Requirements, the most significant difference between the subject property's current "R-4" designation and the proposed "B-3" designation are the permitted, conditional and not permitted land uses. Exhibit 3B is a copy of the City Code's Schedule of Use Regulations. Though the City has a proposed land use for the



subject property, were the subject property to be zoned “B-3”, any of the permitted land uses would be allowed subject to any applicable zoning restrictions. Any conditional use would be allowed subject to any applicable zoning restrictions and any reasonable conditions the Council may place on the use.

4. The City’s Comprehensive Plan has designated the future land use of the subject property as High Density Residential (up to 7 or more units per acre). The Plan defines High Density Residential land uses and their interaction with other uses. An excerpt from the plan is below:

*“High density residential land uses include multi-story apartment and condominium complexes. Densities are 12 units or more per acre. The Land Use Plan identifies areas of the community where these uses are acceptable. High 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 future land uses for the two parcels directly to the east as defined by the Comprehensive Plan are Public/Semi-Public. The Plan defines these uses as: public schools, City and County governmental buildings, publicly operated institutions, colleges, and religious institutions.

5. The Comprehensive Plan states that the area north of Oxford provides a wide range of residential land uses, including single family, manufactured housing and apartments. The Comprehensive Plan builds on the existing mixed residential pattern. It states that this area provides a good setting for the construction of all types of housing and that with access to both major employers and retail businesses, this area is well suited to development of work force housing. It also states that the Comprehensive Plan encourages commercial redevelopment along Oxford and that redevelopment must occur in a manner that maintains strong edges between commercial and residential uses.
6. The zoning of the adjacent properties are as follows:

North: Interstate 90

South: “R-4” – Medium Density Residential

East: “R-2” – One Family, Low Density

West: “R-4” – Medium Density Residential

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



North: Interstate 90

South: Undeveloped land

East: Undeveloped land

West: Multi-family housing

7. Any instances where land zoned with a commercial zoning designation abuts property zoned with a residential zoning designation, screening is required to prevent potential land use conflicts. Were the subject property to be zoned “B-3”, an obscuring fence at least 4.5 feet tall would be required along the east, west and south property lines. An obscuring greenbelt approved by the City’s Zoning Administrator may be substituted for the required fencing.

A first reading of this change of zone was brought forward at the May 13, 2019 City Council meeting and was approved 5-0. The proposed Ordinance shown in Exhibit 2E was missing from the Council packet and therefore requires a new first reading. Should Council wish to approve the first reading, it may do so by approving a first reading of the proposed Ordinance shown in Exhibit 2E.

### **3. REQUEST FOR SITE PREPARATION ASSISTANCE PAYMENT – 1426 OXFORD STREET**

On April 22, 2019, Council approved an application for Site Preparation Assistance for a commercial development project located at 1426 Oxford Street (Palma Customs & Auto Sales). Approval of the application allocated up to \$10,440 to offset the costs affiliated with demolition of an existing building to bring the redeveloped site into conformance with the City Code parking requirements. Due to the uncertainty of demolition costs, the applicant presented its best guess estimate for the eligible expenditures for assistance of \$8,700. Council authorized up to \$10,440 for the project (the estimated amount plus a 20% contingency).

The intent of the Site Preparation Program is to encourage the redevelopment of existing commercial/industrial properties that would otherwise be overlooked by financially assisting with the redevelopment costs that a project would not incur on “virgin” property. The City’s financial participation through this program is limited to the present value of 10 years of the increased property taxes on the subject property at a market rate of return (3% discount rate). The total project cost is approximately \$250,000. After the completion of the project, the subject property will have an estimated taxable value of \$507,000 and generate an estimated \$14,567 in real estate taxes, which is an approximately 101% increase from the 2018 payable real estate tax. Based on the program guidelines, the increased property taxes allowed for a maximum assistance of \$62,485, which is more than the amount of assistance requested (\$8,700).

It should be noted that Angela and Juan Palma have completed all of the obligations necessary for disbursement of the Site Preparation funds. The obligations include obtaining a Certificate of Occupancy, providing documentation of quantities, competitive bidding and satisfaction of all financial obligations for the eligible work.

Based on the purpose/intent of the Site Preparation program and because all the obligations set forth in the Site Preparation Assistance guidelines have been fulfilled, staff would recommend



Council authorize payment in the amount of \$8,700. The invoice for the work is included in the packet as Exhibit 3A. Council may, however, authorize any amount it determines appropriate. Payment should be no less than \$8,700 and no greater than the maximum amount of eligible expenditures, which is \$62,485.

**4. INTENT TO HOLD PUBLIC HEARING FOR AUTHORIZATION TO ISSUE SENIOR HOUSING REVENUE REFUNDING NOTE – MEADOWS OF WORTHINGTON, LLC (ECUMEN)**

Meadows of Worthington, LLC, a Minnesota limited liability company which operates under the corporate umbrella of Ecumen, a Minnesota based non-profit organization, has requested the City of Worthington issue a tax-exempt Revenue Refunding Note not to exceed \$6,200,000. Currently it is anticipated approximately \$5,555,000 will be used to refinance the revenue bonds issued in 2014 to refinance bonds originally issued in 2009 and approximately \$445,000 will be used to make physical improvements to the north building of the campus.

The City is authorized to issue the note pursuant to State Statute Chapter 462C which relates to multi-family housing. Under the Act, the City may issue its bonds and lend the proceeds to Meadows of Worthington, LLC, the sole member of which is Ecumen. Principal and interest on the note would be payable from and secured by a pledge of payments to be received by the City pursuant to the terms of a loan agreement between the parties. The note will not be general or moral obligations of the City, and the City's credit, assets, and taxing powers would not be pledged to make payments due on the note. In return for the use of the City's bonding authority, Ecumen will be responsible to pay the City a fee of 1/8 of 1% of the principal amount of the note and all legal expenses it has incurred with the project. It is anticipated that Bell Bank will purchase the note.

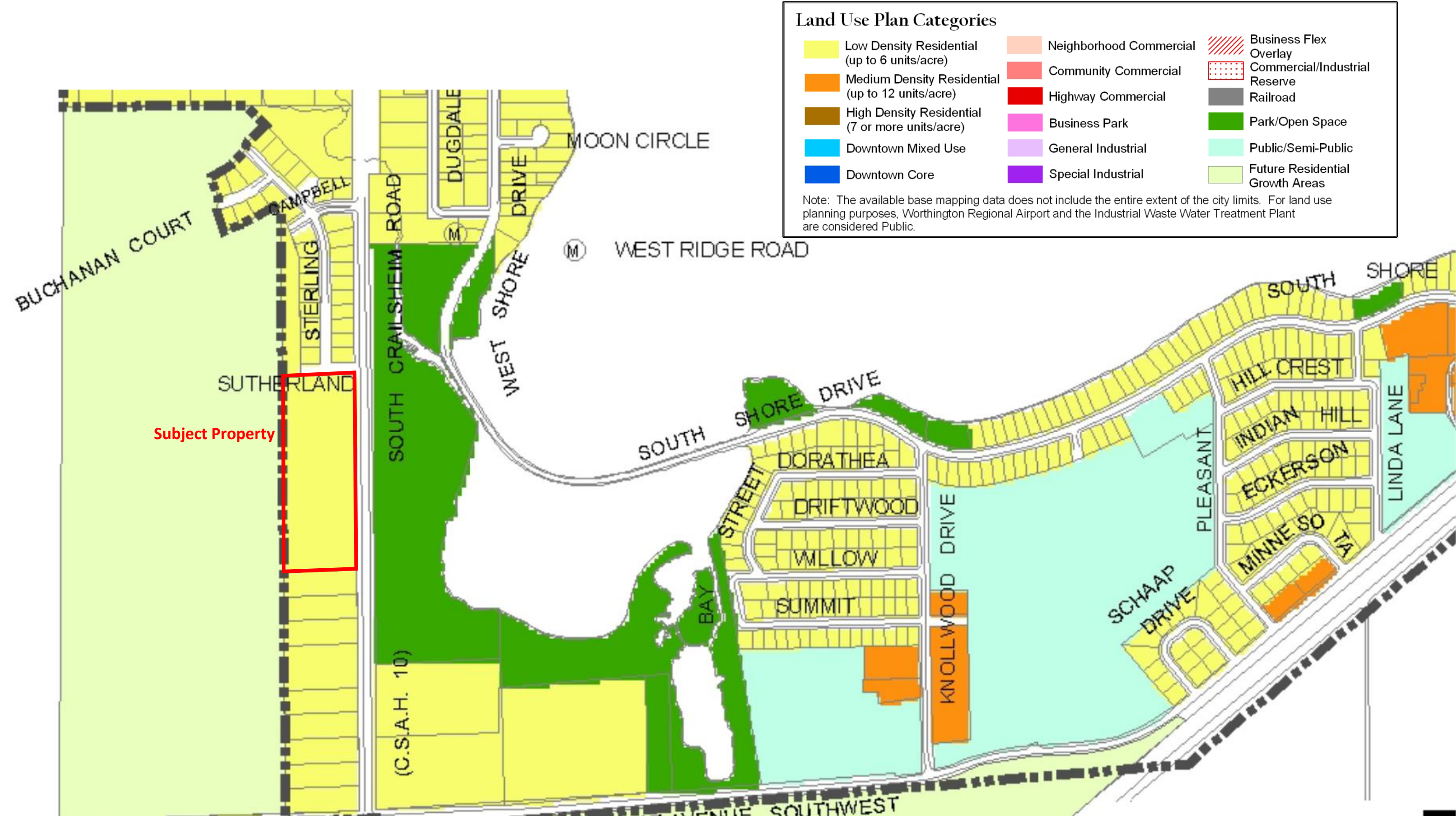
If the City bonds for more than \$10 million in one year, the bond rates become less favorable for the City. City staff has been advised by legal counsel at Briggs and Morgan that only \$445,000 would count towards the City's total bond amount for 2019. It is currently anticipated that the City will not issue more than \$10,000,000 in 2019. Should the Council wish to proceed with the issuance of the note, it may do so by directing City staff to proceed with scheduling a public hearing for June 24, 2019 at 7:00pm where the Council will be asked to authorize issuance of a senior housing revenue note in an amount not to exceed \$6,200,000. A representative of Ecumen will be available to attend the public hearing to field any questions.

Council action is requested.















**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON,  
NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM “R-1” (ONE  
FAMILY DETACHED RESIDENTIAL) TO “R-2” (ONE FAMILY, LOW DENSITY  
RESIDENTIAL)**

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

**Section I.**

In order to better protect and enhance 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-1” – One Family Detached Residential to “R-2” – One Family, Low Density Residential.

**Section II.**

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

That part of the South Half of the Northeast Quarter and the North Half of the Southeast Quarter of Section 28, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the southeast corner of Glenwood Heights First Addition, according to the recorded plat thereof; thence on an assumed bearing of South 89 degrees 37 minutes 02 seconds West, along the south line of said Glenwood Heights First Addition, a distance of 330.01 feet to the southwest corner of said Glenwood Heights First Addition; thence continuing South 89 degrees 37 minutes 02 seconds West a distance of 107.17 feet to; thence South 0 degrees 24 minutes West a distance of 120.01 feet; thence continuing South 0 degrees 24 minutes West a distance of 671.74 feet; thence North 89 degrees 37 minutes 02 seconds East a distance of 443.18 feet located on the west right of way line of County State Aid Highway No. 10; thence North 0 degrees 02 minutes 04 seconds West, along said west right of way line, a distance of 791.70 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 June 2019.

(SEAL)

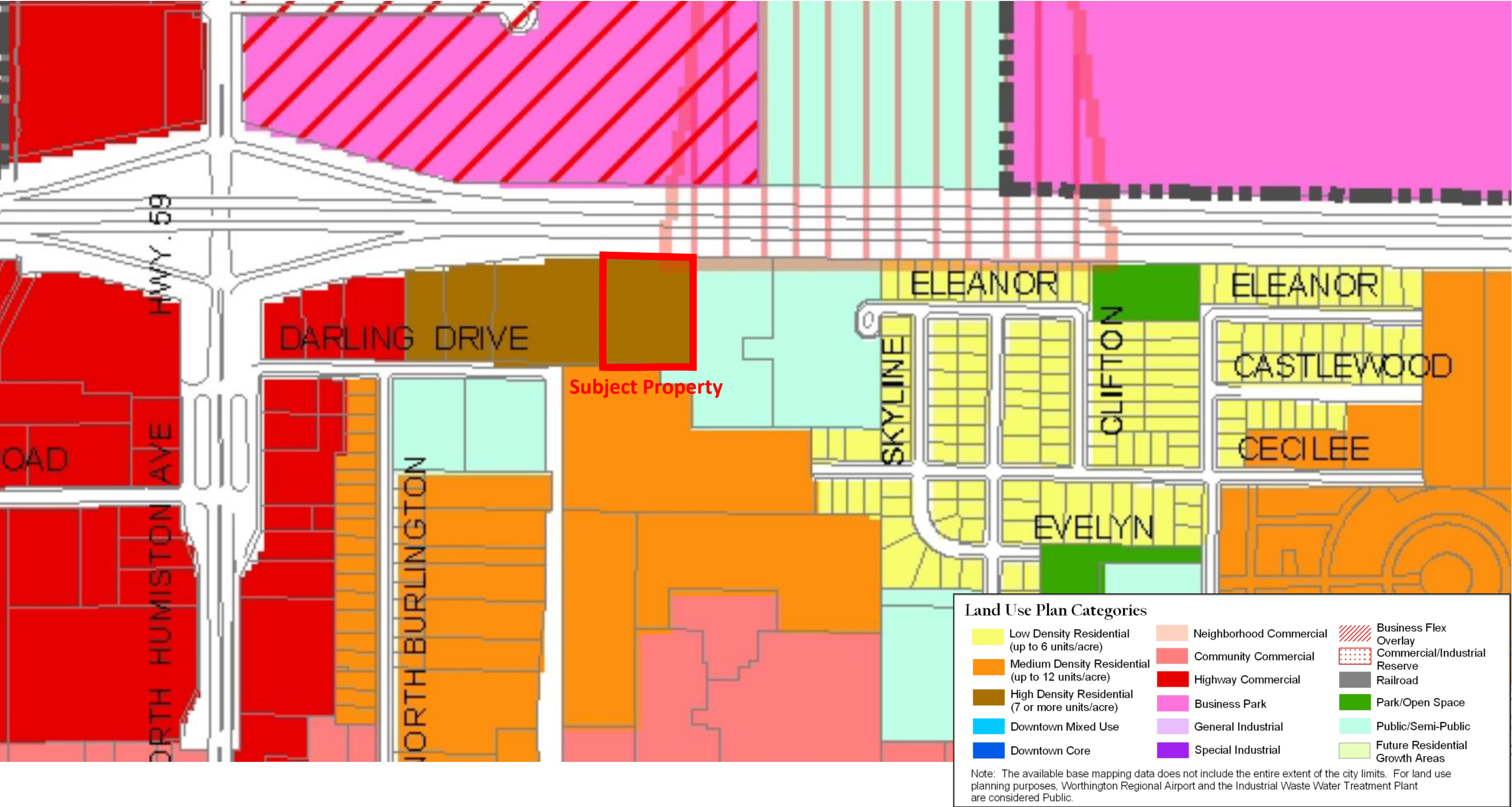
\_\_\_\_\_  
Mike Kuhle, Mayor

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

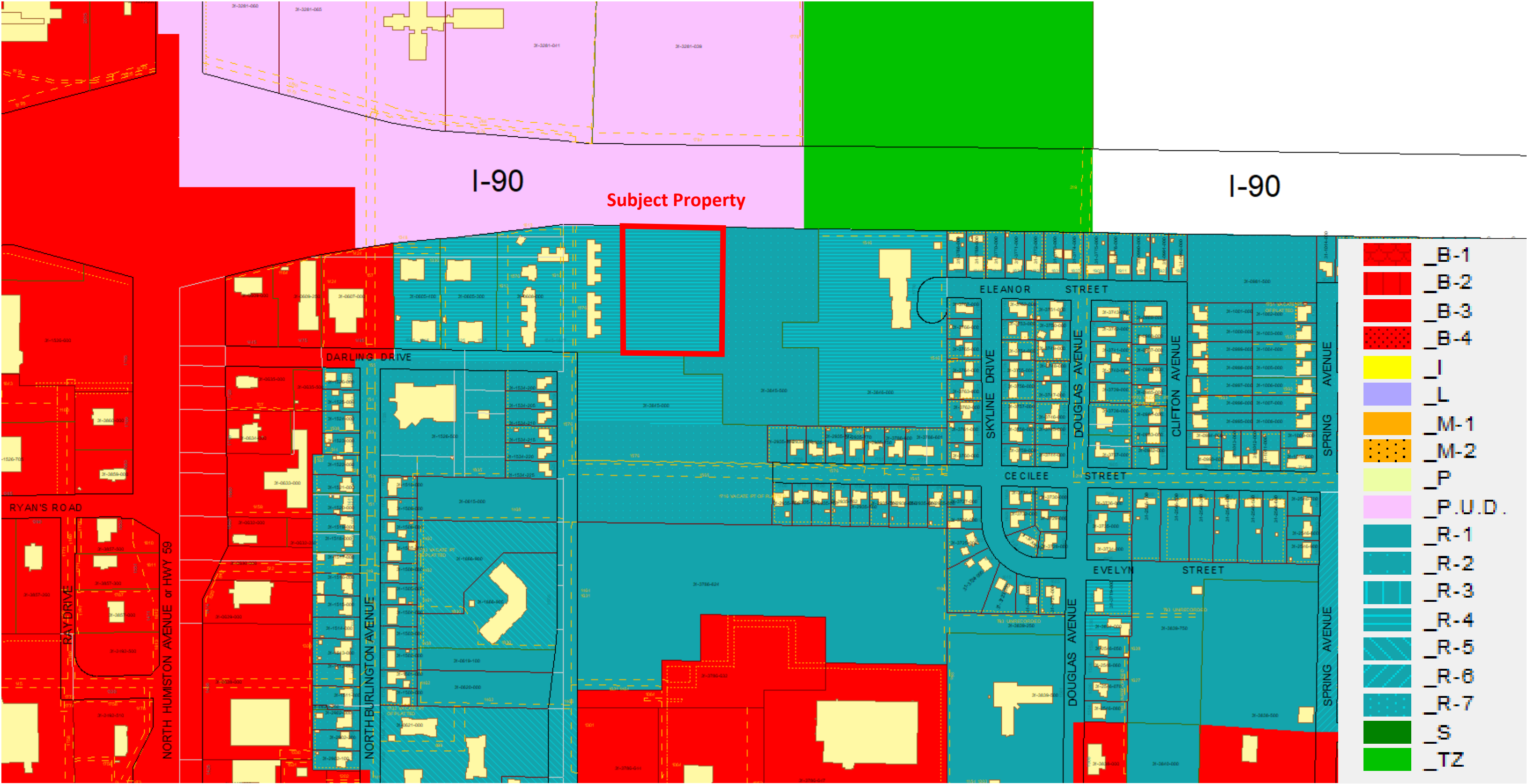














**Land Uses Permitted in the “B-3” - General Business District (either outright or through conditional use) that are not permitted in the “R-4” - Medium Density Residential District**

**MOTELS** - Hotels, motels and apartment hotels

**PUBLIC SERVICE** - Warehouses, garages, storage yards and shops that are owned and operated by a governmental unit, together with accessory administrative buildings

**AGRICULTURAL** - Outdoor nurseries, forestry, sod farming and crop farming

**CONVENIENCE GOODS** - Any retail business supplying only daily need commodities for the residents of the surrounding neighborhoods, such as supermarkets, drug stores, florists, gift and card, book and stationery, hardware, paint and wallpaper, coins and philately, cosmetics and perfume, hobbies and toys, office supplies, tobacco shops, photographic supply and cold storage lockers, excluding slaughtering

**SHOPPER COMMON GOODS** - Such as apparel, variety, jewelry, shoes, and dry goods

**SHOPPER OCCASIONAL GOODS** - Such as leather, luggage, furs and foundation ware

**HOME FURNISHINGS** - Such as furniture, appliances, floor covering, draperies

**RESTAURANTS** - Restaurants, cafes, delicatessens and tea rooms, but not including entertainment, dancing, alcoholic beverages not consumed with a meal or drive-in restaurants

**RESTAURANTS (DRIVE-IN)** - Drive-in eating and drinking

**ENTERTAINMENT (PUBLIC)** - Bars, taverns, cocktail lounges, night clubs, theaters, billiard parlors, pool halls, bowling alleys and massage parlors

**OPEN AIR RECREATION** - Any type of commercial recreation including golf driving ranges, drive-in theaters, swimming pools, skating rinks, tennis clubs, but excluding auto race tracks

**DAILY SERVICES** - Any service establishment performing services primarily for residents of the adjoining neighborhood such as a barber, beautician, self-service laundries, clothes cleaning and laundry pickup stations, shoe repair and shine, and tailor shops

**OFFICE SERVICES** - Public and private offices, banks and financial, post office (not major distribution), utility office and collection, and photographers

**MEDICAL SERVICES (EXCLUDING NON-HUMAN)** - Medical clinic, optometrist, optical services, and chiropody

**HOUSEHOLD GOODS REPAIR SERVICES** - Including sales, parts and repair but not including appliance assembly or manufacturing, upholstery, watch and clock repair, locksmith, or pawn shop

**HOME IMPROVEMENT SERVICES** - Carpenter shops, plumbing and heating repair, painting and paper hanging shops, janitorial services, excluding contractor yards

**SUPPLIES** - Farm, feed and seed supply, lumber yards and lawn and gardening supplies

**AUTOMOTIVE AND FARM IMPLEMENT** - Automotive sales, parts, repair or for hire, auto accessories, auto auction, used car lots, farm implement sales, parts and repair, recreation vehicle sales, parts and repair, mobile home sales and storage

**AUTOMOTIVE SERVICE** - Gas stations and car wash



ANIMAL SERVICES - Kennels, animal hospitals, veterinarian clinics, animal auction, livestock buying and selling, extermination and pounds

TERMINALS - Ambulance and taxi service, bus, rail and rotocraft terminals excluding motor freight

PRINTING TRADES - Publishing, job printing, lithographing, blue printing

CLEANING - Clothes cleaning and dyeing, diaper service, laundries, linen supply and carpet and rug cleaning

RAILROAD RIGHT-OF-WAY - Railroad right-of-way but not including terminals, transfer and storage tracks, nor accessory structures except incidentally provided for communication or switching equipment

WAREHOUSE - Wholesale warehouse and motor freight terminals

PET STORES

TAPROOM - A brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer under M.S. § 340A.26, Subd. 1.

BREWPUB - A brewer who is licensed for on-sale intoxicating liquor or 3.2% malt liquor license by a municipality for a restaurant operated in the place of manufacture under M.S. 340A.24.





**Maxfield**  
Research & Consulting

July 9, 2018

Mr. Jason Brisson  
Director of Community/Economic Development  
City of Worthington  
303 Ninth Street  
Worthington, MN 56187

Dear Mr. Brisson:

Attached is the *Comprehensive Housing Market Study for Worthington, Minnesota* conducted by Maxfield Research and Consulting, LLC. The study projects housing demand from 2018 through 2025, and provides recommendations on the amount and type of housing that could be built in Worthington to satisfy demand from current and future residents over the next decade.

The study identifies a potential demand for approximately 471 new general occupancy housing units through 2025 in the City of Worthington. Among general occupancy housing types, demand is strongest for market rate rental housing, with a projected need for 205 between 2018 and 2025. Strong demand, 97 units, exists for single-family housing. In order to meet the projected for-sale demand, additional lots would need to be platted, as the current supply is not sufficient to meet projected demand. In addition, demand was identified for 298 senior units in the City of Worthington in 2023. Among senior units, demand was greatest for market rate active adult rentals (84 units), followed by congregate (66 units) and memory care (64 units).

Based on our research, we find growing demand for market rate general occupancy rentals, for-sale general occupancy units, such as twin homes and townhomes, and for-sale single family homes. We further find a demand rising for senior housing across the service level spectrum. Detailed information regarding recommended housing concepts can be found in the *Conclusions and Recommendations* section at the end of the report.

If you have any questions or need additional information, please contact us. We have enjoyed conducting this study for you.

Sincerely,

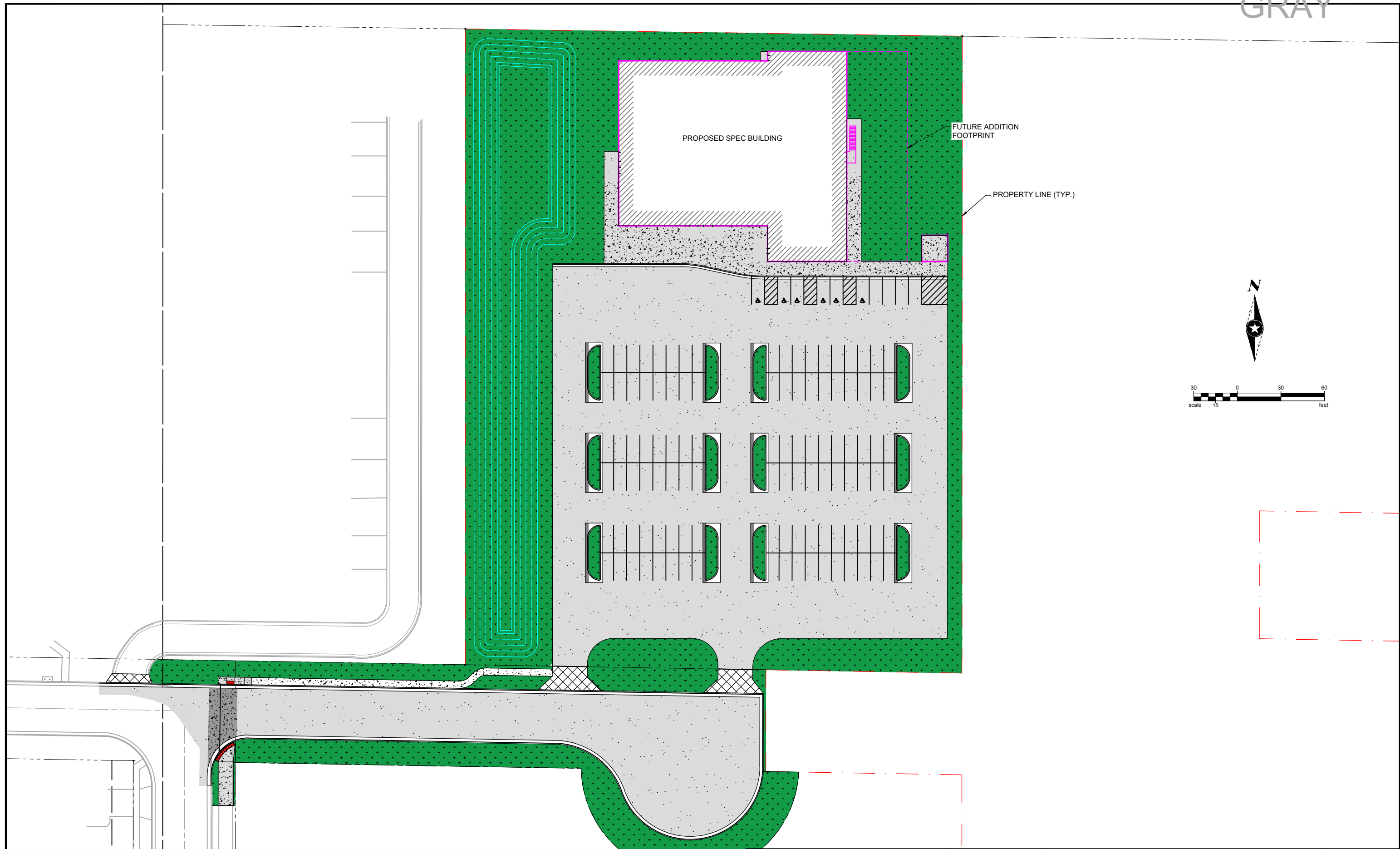
**MAXFIELD RESEARCH AND CONSULTING, LLC**

Matt Mullins  
Vice President

Jessica Van Voorhis  
Associate

Attachment







**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 “B-3” (GENERAL COMMERCIAL)**

**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 “B-3” – Multi-Family, Medium and High Density.

**Section II.**

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

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

Commencing at the Northwest corner of the plat of Northland Park Second Addition, according to the recorded plat thereof; thence on an assumed bearing of North 89 degrees 09 minutes 44 seconds West, along the south line of a tract as recorded in Document No. 260443, a distance of 155.00 feet to the Southwest corner of said tract; thence continuing North 89 degrees 09 minutes 44 seconds West a distance of 500.18 feet to the east line of a tract as recorded in Document No. 285896; thence North 0 degrees 00 minutes 30 seconds East, along said east line, a distance of 243.82 feet to the south line of a tract as recorded in Document No. 260600; thence South 89 degrees 01 minutes 16 seconds East, along said south line, a distance of 158.32 feet to the Southeast corner of said tract, said Southeast corner being the point of beginning of the tract to be described; thence North 0 degrees 00 minutes 30 seconds East, along the east line of said tract, a distance of 437.57 feet to the Northeast corner of said tract located on the southerly right of way line of Interstate Highway No. 90; thence South 89 degrees 09 minutes 45 seconds East, along said southerly right of way line, a distance of 342.23 feet to the Northwest corner of said tract as recorded in Document No. 260443; thence South 0 degrees 02 minutes 22 seconds West, along the westerly line of said tract, a distance of 438.36 feet; thence North 89 degrees 01 minutes 47 seconds West, along said westerly line, a distance of 135.00 feet; thence continuing North 89 degrees 01 minutes 47 seconds West a distance 207.01 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 June 2019.

(SEAL)

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Mike Kuhle, Mayor

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



INVOICE  
**JEPPESEN GRAVEL**  
 719 8th Street • Sibley, IA 51249  
 Cell: (712) 461-0630 • Shop: (712) 682-2924 • Home: (712) 754-4206  
**Nº 9798**

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*Palma Customs & Auto Sales*  
*1426 Oxford St*  
*Worthington, MN 56187*

---

4-30-19 Demolition of Main Bldg  
 thru and Quonset Bldg  
 5-2-19

\$ 8700.00

Thank  
you!

**FIRST STATE BANK SOUTHWEST**  
 WORTHINGTON BRANCH  
 1433 OXFORD STREET, P.O. BOX 725  
 WORTHINGTON, MN 56187

**FIRST STATE BANK**  
 WORTHINGTON OFFICE  
 WORTHINGTON, MN 56187  
 75-610-912

061566

5/15/2019

PAY TO THE  
ORDER OF

JEPPESEN GRAVEL

\$ \*\*8,700.00

Eight Thousand Seven Hundred and 00/100 \*\*\*\*\* DOLLARS

PALMA ENTERPRISES

MEMO

demolition

*Jim Lenneman*

⑈061566⑈ ⑈091206101⑈100 085 013⑈

Exhibit 3a



| VENDOR SORT KEY                 | DATE    | DESCRIPTION                                   | FUND                 | DEPARTMENT             | AMOUNT_    |
|---------------------------------|---------|---|----------------------|------------------------|------------|
| ARNOLD MOTOR SUPPLY LLP         | 5/17/19 | BATTERY                                       | GENERAL FUND         | FIRE ADMINISTRATION    | 58.99      |
|                                 | 5/17/19 | CONNECTOR                                     | ELECTRIC             | O-DISTR UNDERGRND LINE | 9.49       |
|                                 | 5/17/19 | BEARING                                       | ELECTRIC             | O-DISTR UNDERGRND LINE | 4.99_      |
|                                 |         | TOTAL:  |                      |                        | 73.47      |
| BRAAKSMA JEREMY                 | 5/17/19 | MWOA SW/SE SECTION MEETING MUNICIPAL WASTEWAT | O-PURIFY SUPERVISION |                        | 20.00_     |
|                                 |         | TOTAL:  |                      |                        | 20.00      |
| CE POWER                        | 5/17/19 | BUSHING FOR T3                                | ELECTRIC             | M-DISTR STATION EQUIPM | 1,874.50_  |
|                                 |         | TOTAL:  |                      |                        | 1,874.50   |
| CORE & MAIN LP                  | 5/17/19 | FIRE HYDRANT TRAFFIC REPAI WATER              |                      | M-TRANS HYDRANTS       | 675.28_    |
|                                 |         | TOTAL:  |                      |                        | 675.28     |
| DUITSMAN GLENN                  | 5/17/19 | MWOA SW/SE SECTION MEETING MUNICIPAL WASTEWAT | O-PURIFY MISC        |                        | 20.00_     |
|                                 |         | TOTAL:  |                      |                        | 20.00      |
| FASTENAL COMPANY                | 5/17/19 | HARDWARE                                      | WATER                | M-PUMPING              | 50.16_     |
|                                 |         | TOTAL:  |                      |                        | 50.16      |
| FERGUSON ENTERPRISES LLC #1657  | 5/17/19 | GASKETS                                       | RECREATION           | SOCCER COMPLEX         | 7.00       |
|                                 | 5/17/19 | WELL HOUSE PIPING SUPPLIES WATER              |                      | M-PUMPING              | 6.16_      |
|                                 |         | TOTAL:  |                      |                        | 13.16      |
| FRONTIER COMMUNICATION SERVICES | 5/17/19 | PHONE SERVICE                                 | WATER                | O-PUMPING              | 59.23      |
|                                 | 5/17/19 | PHONE SERVICE                                 | WATER                | O-PURIFY MISC          | 68.73      |
|                                 | 5/17/19 | PHONE SERVICE                                 | WATER                | O-DISTR MISC           | 53.74      |
|                                 | 5/17/19 | PHONE SERVICE                                 | WATER                | ADMIN OFFICE SUPPLIES  | 26.87      |
|                                 | 5/17/19 | PHONE SERVICE                                 | WATER                | ACCTS-RECORDS & COLLEC | 91.31      |
|                                 | 5/17/19 | PHONE SERVICE                                 | MUNICIPAL WASTEWAT   | O-SOURCE MAINS & LIFTS | 358.26     |
|                                 | 5/17/19 | PHONE SERVICE                                 | MUNICIPAL WASTEWAT   | O-PURIFY SUPERVISION   | 26.87      |
|                                 | 5/17/19 | PHONE SERVICE                                 | MUNICIPAL WASTEWAT   | O-PURIFY MISC          | 41.40      |
|                                 | 5/17/19 | PHONE SERVICE                                 | MUNICIPAL WASTEWAT   | ADMIN OFFICE SUPPLIES  | 26.87      |
|                                 | 5/17/19 | PHONE SERVICE                                 | MUNICIPAL WASTEWAT   | ACCT-RECORDS & COLLECT | 91.00      |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | O-SOURCE MISC          | 68.11      |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | O-DISTR SUPER & ENG    | 52.42      |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | O-DISTR STATION EXPENS | 120.53     |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | O-DISTR MISC           | 26.21      |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | ADMIN OFFICE SUPPLIES  | 63.13      |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | ACCTS-RECORDS & COLLEC | 278.96     |
|                                 | 5/17/19 | PHONE SERVICE                                 | ELECTRIC             | ACCTS-ASSISTANCE       | 37.97_     |
|                                 |         | TOTAL:  |                      |                        | 1,491.61   |
| GRIMMIUS NATHAN                 | 5/17/19 | REIMBURSE INT'L SEX ASSAUL GENERAL FUND       |                      | POLICE ADMINISTRATION  | 332.57_    |
|                                 |         | TOTAL:  |                      |                        | 332.57     |
| HARMON MICHAEL                  | 5/17/19 | MRES ANNUAL MEETING                           | ELECTRIC             | ADMIN MISC             | 74.82_     |
|                                 |         | TOTAL:  |                      |                        | 74.82      |
| HAWKINS INC                     | 5/17/19 | TREATMENT CHEMICAL                            | WATER                | O-PURIFY               | 12,385.61_ |
|                                 |         | TOTAL:  |                      |                        | 12,385.61  |
| HOFFMAN GARY                    | 5/17/19 | MRES ANNUAL MEETING                           | ELECTRIC             | ADMIN MISC             | 74.82_     |
|                                 |         | TOTAL:  |                      |                        | 74.82      |
| INFRARED SERVICES               | 5/17/19 | INFRARED INSPECT (JBS 2/26 ELECTRIC           |                      | CUSTOMER INSTALL EXPEN | 2,937.25   |



| VENDOR SORT KEY               | DATE    | DESCRIPTION                         | FUND               | DEPARTMENT             | AMOUNT_  |
|-------------------------------|---------|-------------------------------------|--------------------|------------------------|----------|
|                               | 5/17/19 | INFRARED INSPECT (WPU WW 3 ELECTRIC |                    | CUSTOMER INSTALL EXPEN | 989.50_  |
|                               |         | TOTAL:                              |                    |                        | 3,926.75 |
| INTL UNION LOCAL #49          | 5/17/19 | UNION DUES                          | GENERAL FUND       | NON-DEPARTMENTAL       | 89.41    |
|                               | 5/17/19 | UNION DUES                          | GENERAL FUND       | NON-DEPARTMENTAL       | 100.08   |
|                               | 5/17/19 | UNION DUES                          | RECREATION         | NON-DEPARTMENTAL       | 74.48    |
|                               | 5/17/19 | UNION DUES                          | RECREATION         | NON-DEPARTMENTAL       | 63.11    |
|                               | 5/17/19 | UNION DUES                          | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 18.70    |
|                               | 5/17/19 | UNION DUES                          | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 15.17    |
|                               | 5/17/19 | UNION DUES                          | WATER              | NON-DEPARTMENTAL       | 87.50    |
|                               | 5/17/19 | UNION DUES                          | WATER              | NON-DEPARTMENTAL       | 99.12    |
|                               | 5/17/19 | UNION DUES                          | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 130.47   |
|                               | 5/17/19 | UNION DUES                          | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 123.19   |
|                               | 5/17/19 | UNION DUES                          | STORM WATER MANAGE | NON-DEPARTMENTAL       | 1.94     |
|                               | 5/17/19 | UNION DUES                          | STORM WATER MANAGE | NON-DEPARTMENTAL       | 1.83_    |
|                               |         | TOTAL:                              |                    |                        | 805.00   |
| JONES, TOM                    | 5/17/19 | MWOA SW/SE SECTION MEETING          | MUNICIPAL WASTEWAT | O-PURIFY MISC          | 20.00_   |
|                               |         | TOTAL:                              |                    |                        | 20.00    |
| JPW ASSOCIATES INC            | 5/17/19 | ITRON CABLES                        | WATER              | ACCTS-RECORDS & COLLEC | 277.99_  |
|                               |         | TOTAL:                              |                    |                        | 277.99   |
| LAW ENF LABOR SERV INC #4     | 5/17/19 | UNION DUES                          | GENERAL FUND       | NON-DEPARTMENTAL       | 535.50   |
|                               | 5/17/19 | UNION DUES                          | GENERAL FUND       | NON-DEPARTMENTAL       | 535.50_  |
|                               |         | TOTAL:                              |                    |                        | 1,071.00 |
| LIEPOLD RANDY                 | 5/17/19 | REIMBURSE BOOTS                     | GENERAL FUND       | POLICE ADMINISTRATION  | 189.95_  |
|                               |         | TOTAL:                              |                    |                        | 189.95   |
| MESMAN MICAH                  | 5/17/19 | REIMBURSE BOOTS-FEBRUARY            | GENERAL FUND       | POLICE ADMINISTRATION  | 274.00_  |
|                               |         | TOTAL:                              |                    |                        | 274.00   |
| MINNESOTA BENEFIT ASSOCIATION | 5/17/19 | MN BENEFITS                         | GENERAL FUND       | NON-DEPARTMENTAL       | 67.97    |
|                               | 5/17/19 | MN BENEFITS                         | GENERAL FUND       | NON-DEPARTMENTAL       | 65.08    |
|                               | 5/17/19 | MN BENEFITS                         | GENERAL FUND       | NON-DEPARTMENTAL       | 64.79    |
|                               | 5/17/19 | MN BENEFITS                         | GENERAL FUND       | NON-DEPARTMENTAL       | 60.50    |
|                               | 5/17/19 | INSURANCE                           | GENERAL FUND       | PAVED STREETS          | 39.88    |
|                               | 5/17/19 | INSURANCE                           | GENERAL FUND       | PUBLIC WORK SHOP       | 7.25     |
|                               | 5/17/19 | INSURANCE                           | GENERAL FUND       | TRASH PICKUP           | 84.59    |
|                               | 5/17/19 | MN BENEFITS                         | RECREATION         | NON-DEPARTMENTAL       | 30.37    |
|                               | 5/17/19 | MN BENEFITS                         | RECREATION         | NON-DEPARTMENTAL       | 33.26    |
|                               | 5/17/19 | MN BENEFITS                         | RECREATION         | NON-DEPARTMENTAL       | 7.61     |
|                               | 5/17/19 | MN BENEFITS                         | RECREATION         | NON-DEPARTMENTAL       | 11.90    |
|                               | 5/17/19 | INSURANCE                           | RECREATION         | SOCCER COMPLEX         | 0.01     |
|                               | 5/17/19 | MN BENEFITS                         | WATER              | NON-DEPARTMENTAL       | 4.79     |
|                               | 5/17/19 | MN BENEFITS                         | WATER              | NON-DEPARTMENTAL       | 4.79     |
|                               | 5/17/19 | INSURANCE                           | WATER              | GENERAL ADMIN          | 32.08    |
|                               | 5/17/19 | MN BENEFITS                         | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 100.75   |
|                               | 5/17/19 | MN BENEFITS                         | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 100.75   |
|                               | 5/17/19 | MN BENEFITS                         | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 127.46   |
|                               | 5/17/19 | MN BENEFITS                         | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 127.46   |
|                               | 5/17/19 | INSURANCE                           | MUNICIPAL WASTEWAT | O-PURIFY LABORATORY    | 0.01     |
|                               | 5/17/19 | INSURANCE                           | MUNICIPAL WASTEWAT | GENERAL ADMIN          | 25.66    |
|                               | 5/17/19 | MN BENEFITS                         | ELECTRIC           | NON-DEPARTMENTAL       | 37.22    |
|                               | 5/17/19 | MN BENEFITS                         | ELECTRIC           | NON-DEPARTMENTAL       | 37.22    |



| VENDOR SORT KEY                     | DATE    | DESCRIPTION                | FUND                | DEPARTMENT             | AMOUNT_  |
|-------------------------------------|---------|----------------------------|---------------------|------------------------|----------|
|                                     | 5/17/19 | INSURANCE                  | ELECTRIC            | O-SOURCE SUPER & ENG   | 9.76     |
|                                     | 5/17/19 | INSURANCE                  | ELECTRIC            | O-DISTR SUPER & ENG    | 175.66   |
|                                     | 5/17/19 | INSURANCE                  | ELECTRIC            | M-SOURCE SUPER & ENF   | 9.76     |
|                                     | 5/17/19 | INSURANCE                  | ELECTRIC            | GENERAL ADMIN          | 156.10   |
|                                     | 5/17/19 | INSURANCE                  | STORM WATER MANAGE  | STORM DRAINAGE         | 21.75    |
|                                     | 5/17/19 | INSURANCE                  | STORM WATER MANAGE  | STREET CLEANING        | 20.54    |
|                                     | 5/17/19 | MN BENEFITS                | LIQUOR              | NON-DEPARTMENTAL       | 21.51    |
|                                     | 5/17/19 | MN BENEFITS                | LIQUOR              | NON-DEPARTMENTAL       | 21.51    |
|                                     | 5/17/19 | INSURANCE                  | AIRPORT             | O-GEN MISC             | 19.33    |
|                                     |         |                            |                     | TOTAL:                 | 1,527.32 |
| MINNESOTA CHILD SUPPORT PAYMENT CTR | 5/17/19 | GARNISHMENT                | GENERAL FUND        | NON-DEPARTMENTAL       | 39.22    |
|                                     | 5/17/19 | SUPPORT ORDER              | GENERAL FUND        | NON-DEPARTMENTAL       | 119.52   |
|                                     |         |                            |                     | TOTAL:                 | 158.74   |
| MINNESOTA ENERGY RESOURCES CORP     | 5/17/19 | GAS SERVICE                | GENERAL FUND        | PAVED STREETS          | 88.43    |
|                                     | 5/17/19 | GAS SERVICE                | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 981.00   |
|                                     | 5/17/19 | GAS SERVICE                | WATER               | O-DISTR MISC           | 88.43    |
|                                     | 5/17/19 | GAS SERVICE                | WATER               | O-DISTR MISC           | 80.42    |
|                                     | 5/17/19 | GAS SERVICE                | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 29.48    |
|                                     | 5/17/19 | GAS SERVICE                | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 80.41    |
|                                     | 5/17/19 | GAS SERVICE                | ELECTRIC            | O-DISTR MISC           | 94.95    |
|                                     | 5/17/19 | GAS SERVICE                | ELECTRIC            | O-DISTR MISC           | 175.67   |
|                                     |         |                            |                     | TOTAL:                 | 1,618.79 |
| MINNESOTA POLLUTION CONTROL         | 5/17/19 | MPCA WW CERTIFICATION-JONE | MUNICIPAL WASTEWAT  | O-PURIFY MISC          | 23.00    |
|                                     |         |                            |                     | TOTAL:                 | 23.00    |
| MISCELLANEOUS V AYKENS JOYCE        | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| BAUMAN LOREN                        | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 150.00   |
| BLUECORN PROPERTIES                 | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 120.00   |
| BOOTS HARDY                         | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| BRAMEL TERRY                        | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| ERLANDSON ROBERT                    | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| FARRA FIRAS                         | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| HARBERTS KEITH                      | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| HEEREN LONNIE                       | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 25.00    |
| MOORE MICHAEL                       | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 150.00   |
| RASCHE ALLISON M                    | 5/17/19 | REFUND OF CREDITS-ACCTS FI | ELECTRIC            | NON-DEPARTMENTAL       | 20.00    |
| SANCHEZ CHARITY                     | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 350.00   |
| SMIDT CORY & KATIE                  | 5/17/19 | CUSTOMER REBATES           | ELECTRIC            | CUSTOMER INSTALL EXPEN | 525.00   |
| UPDIKE ELIJAH                       | 5/17/19 | REFUND OF DEPOSITS-ACCTS F | ELECTRIC            | NON-DEPARTMENTAL       | 6.63     |
| UPDIKE ELIJAH                       | 5/17/19 | REFUND OF DEPOSITS-ACCTS F | ELECTRIC            | ACCTS-RECORDS & COLLEC | 1.15     |
| VIESSMAN BRUCE                      | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 500.00   |
| WALKER MONTE                        | 5/17/19 | CUSTOMER REBATE            | ELECTRIC            | CUSTOMER INSTALL EXPEN | 32.00    |
|                                     |         |                            |                     | TOTAL:                 | 2,029.78 |
| MN DEPT OF LABOR & INDUSTRY         | 5/17/19 | BOILER LICENSE-DUITSMAN    | MUNICIPAL WASTEWAT  | O-PURIFY MISC          | 20.00    |
|                                     |         |                            |                     | TOTAL:                 | 20.00    |
| MMWOA SW SECTION                    | 5/17/19 | LAB WORKSHOP-PAVELKO 6/19- | MUNICIPAL WASTEWAT  | O-PURIFY LABORATORY    | 125.00   |
|                                     |         |                            |                     | TOTAL:                 | 125.00   |
| NCPERS GROUP LIFE INS               | 5/17/19 | LIFE INS                   | GENERAL FUND        | NON-DEPARTMENTAL       | 148.27   |
|                                     | 5/17/19 | LIFE INS                   | GENERAL FUND        | NON-DEPARTMENTAL       | 148.40   |
|                                     | 5/17/19 | INSURANCE MAY FOR JUNE     | GENERAL FUND        | NON-DEPARTMENTAL       | 16.00    |



| VENDOR SORT KEY              | DATE    | DESCRIPTION                | FUND                | DEPARTMENT             | AMOUNT_  |
|------------------------------|---------|----------------------------|---------------------|------------------------|----------|
|                              | 5/17/19 | LIFE INS                   | MEMORIAL AUDITORIUM | NON-DEPARTMENTAL       | 8.00     |
|                              | 5/17/19 | LIFE INS                   | MEMORIAL AUDITORIUM | NON-DEPARTMENTAL       | 8.00     |
|                              | 5/17/19 | LIFE INS                   | RECREATION          | NON-DEPARTMENTAL       | 24.15    |
|                              | 5/17/19 | LIFE INS                   | RECREATION          | NON-DEPARTMENTAL       | 24.00    |
|                              | 5/17/19 | LIFE INS                   | PIR/TRUNKS          | NON-DEPARTMENTAL       | 3.60     |
|                              | 5/17/19 | LIFE INS                   | PIR/TRUNKS          | NON-DEPARTMENTAL       | 3.60     |
|                              | 5/17/19 | LIFE INS                   | IMPROVEMENT CONST   | NON-DEPARTMENTAL       | 4.25     |
|                              | 5/17/19 | LIFE INS                   | IMPROVEMENT CONST   | NON-DEPARTMENTAL       | 4.53     |
|                              | 5/17/19 | LIFE INS                   | WATER               | NON-DEPARTMENTAL       | 18.10    |
|                              | 5/17/19 | LIFE INS                   | WATER               | NON-DEPARTMENTAL       | 21.43    |
|                              | 5/17/19 | LIFE INS                   | MUNICIPAL WASTEWAT  | NON-DEPARTMENTAL       | 29.59    |
|                              | 5/17/19 | LIFE INS                   | MUNICIPAL WASTEWAT  | NON-DEPARTMENTAL       | 26.07    |
|                              | 5/17/19 | LIFE INS                   | ELECTRIC            | NON-DEPARTMENTAL       | 36.04    |
|                              | 5/17/19 | LIFE INS                   | ELECTRIC            | NON-DEPARTMENTAL       | 35.97    |
|                              | 5/17/19 | LIFE INS                   | LIQUOR              | NON-DEPARTMENTAL       | 16.00    |
|                              | 5/17/19 | LIFE INS                   | LIQUOR              | NON-DEPARTMENTAL       | 16.00    |
|                              | 5/17/19 | LIFE INS                   | DATA PROCESSING     | NON-DEPARTMENTAL       | 16.00    |
|                              | 5/17/19 | LIFE INS                   | DATA PROCESSING     | NON-DEPARTMENTAL       | 16.00    |
|                              |         |                            | TOTAL:              |                        | 624.00   |
| NEW VISION CO-OP             | 5/17/19 | PRAMITOL 5PS-SUBSTATIONS   | ELECTRIC            | O-DISTR STATION EXPENS | 492.00   |
|                              |         |                            | TOTAL:              |                        | 492.00   |
| NOBLES COOPERATIVE ELECTRIC  | 5/17/19 | ELECTRIC SERVICE           | GENERAL FUND        | SECURITY CENTER        | 7.55     |
|                              | 5/17/19 | ELECTRIC SERVICE           | GENERAL FUND        | SECURITY CENTER        | 7.55     |
|                              | 5/17/19 | ELECTRIC SERVICE           | RECREATION          | GOLF COURSE-GREEN      | 146.40   |
|                              | 5/17/19 | BACKUP ELECTRICITY         | INDUSTRIAL WASTEWA  | O-PURIFY MISC          | 308.50   |
|                              | 5/17/19 | ELECTRIC SERVICE           | AIRPORT             | O-GEN MISC             | 37.84    |
|                              |         |                            | TOTAL:              |                        | 507.84   |
| NOBLES COUNTY                | 5/17/19 | DECERTIFY TIF DISTRICT #13 | BEDFORD TECHNOLOGY  | BEDFORD TECHNOLOGIES   | 226.01   |
|                              | 5/17/19 | LIGHTING RETROFIT          | ELECTRIC            | CUSTOMER INSTALL EXPEN | 144.00   |
|                              |         |                            | TOTAL:              |                        | 370.01   |
| ONE OFFICE SOLUTION          | 5/17/19 | CUPS                       | WATER               | ACCTS-RECORDS & COLLEC | 2.83     |
|                              | 5/17/19 | CUPS                       | MUNICIPAL WASTEWAT  | ACCT-RECORDS & COLLECT | 2.82     |
|                              | 5/17/19 | CUPS                       | ELECTRIC            | ACCTS-RECORDS & COLLEC | 5.66     |
|                              |         |                            | TOTAL:              |                        | 11.31    |
| PACE ANALYTICAL SERVICES INC | 5/17/19 | ACUTE TOXICITY EVAL        | MUNICIPAL WASTEWAT  | O-PURIFY LABORATORY    | 1,783.00 |
|                              |         |                            | TOTAL:              |                        | 1,783.00 |
| MMN PEIP                     | 5/17/19 | HEALTH INS PREMIUM         | GENERAL FUND        | NON-DEPARTMENTAL       | 6,369.65 |
|                              | 5/17/19 | HEALTH INS PREMIUM         | GENERAL FUND        | NON-DEPARTMENTAL       | 6,392.10 |
|                              | 5/17/19 | INSURANCE MAY FOR JUNE     | GENERAL FUND        | NON-DEPARTMENTAL       | 208.20   |
|                              | 5/17/19 | INSURANCE MAY FOR JUNE     | GENERAL FUND        | NON-DEPARTMENTAL       | 1,286.36 |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | MAYOR AND COUNCIL      | 309.15   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | MAYOR AND COUNCIL      | 309.15   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ADMINISTRATION         | 722.21   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ADMINISTRATION         | 722.21   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | CLERK'S OFFICE         | 862.61   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | CLERK'S OFFICE         | 872.98   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ACCOUNTING             | 722.24   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ACCOUNTING             | 722.24   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ENGINEERING ADMIN      | 884.79   |
|                              | 5/17/19 | HEALTH INS PREM            | GENERAL FUND        | ENGINEERING ADMIN      | 896.91   |



| VENDOR SORT KEY | DATE    | DESCRIPTION           | FUND                | DEPARTMENT             | AMOUNT_   |
|-----------------|---------|-----------------------|---------------------|------------------------|-----------|
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | ECONOMIC DEVELOPMENT   | 1,140.16  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | ECONOMIC DEVELOPMENT   | 1,140.16  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | POLICE ADMINISTRATION  | 11,779.62 |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | POLICE ADMINISTRATION  | 65.02     |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | POLICE ADMINISTRATION  | 11,844.64 |
|                 | 5/17/19 | BOMGAARS MAY FOR JUNE | GENERAL FUND        | POLICE ADMINISTRATION  | 1,444.42  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | SECURITY CENTER        | 2,263.70  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | SECURITY CENTER        | 2,263.63  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | SECURITY CENTER        | 2,263.70  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | SECURITY CENTER        | 2,263.63  |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 231.86    |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 77.29     |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | PAVED STREETS          | 514.49    |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | PAVED STREETS          | 354.14    |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | PUBLIC WORK SHOP       | 49.34     |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | PUBLIC WORK SHOP       | 42.29     |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | TRASH PICKUP           | 239.62    |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | CODE ENFORCEMENT       | 389.61    |
|                 | 5/17/19 | HEALTH INS PREM       | GENERAL FUND        | CODE ENFORCEMENT       | 544.18    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | MEMORIAL AUDITORIUM | NON-DEPARTMENTAL       | 77.29     |
|                 | 5/17/19 | HEALTH INS PREMIUM    | MEMORIAL AUDITORIUM | NON-DEPARTMENTAL       | 77.29     |
|                 | 5/17/19 | HEALTH INS PREM       | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 309.15    |
|                 | 5/17/19 | HEALTH INS PREM       | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 309.15    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | RECREATION          | NON-DEPARTMENTAL       | 312.10    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | RECREATION          | NON-DEPARTMENTAL       | 309.51    |
|                 | 5/17/19 | HEALTH INS PREM       | RECREATION          | PARK AREAS             | 515.92    |
|                 | 5/17/19 | HEALTH INS PREM       | RECREATION          | PARK AREAS             | 722.21    |
|                 | 5/17/19 | HEALTH INS PREM       | RECREATION          | TREE REMOVAL           | 216.66    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | PIR/TRUNKS          | NON-DEPARTMENTAL       | 63.43     |
|                 | 5/17/19 | HEALTH INS PREMIUM    | PIR/TRUNKS          | NON-DEPARTMENTAL       | 63.43     |
|                 | 5/17/19 | HEALTH INS PREM       | PIR/TRUNKS          | SP ASSESS-ADMIN ESCROW | 253.72    |
|                 | 5/17/19 | HEALTH INS PREM       | PIR/TRUNKS          | SP ASSESS-ADMIN ESCROW | 253.72    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | IMPROVEMENT CONST   | NON-DEPARTMENTAL       | 158.64    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | IMPROVEMENT CONST   | NON-DEPARTMENTAL       | 111.72    |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | 2019 HOMEWOOD HILLS ST | 117.36    |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | 2019 HOMEWOOD HILLS ST | 21.15     |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | 2019 HOMEWOOD HILLS ST | 162.50    |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | HOMEWOOD HILLS SIDEWAL | 577.77    |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | HOMEWOOD HILLS SIDEWAL | 306.94    |
|                 | 5/17/19 | HEALTH INS PREM       | IMPROVEMENT CONST   | OVERLAY PROGRAM        | 36.11     |
|                 | 5/17/19 | HEALTH INS PREMIUM    | WATER               | NON-DEPARTMENTAL       | 236.91    |
|                 | 5/17/19 | HEALTH INS PREMIUM    | WATER               | NON-DEPARTMENTAL       | 236.43    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | O-SOURCE WELLS & SPRNG | 12.56     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | O-DISTR SUPER AND ENG  | 563.83    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | O-DISTR SUPER AND ENG  | 563.83    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | O-DISTR MISC           | 38.01     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | O-DISTR MISC           | 40.13     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | GENERAL ADMIN          | 84.57     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | GENERAL ADMIN          | 77.04     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | ADMIN OFFICE SUPPLIES  | 3.14      |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | ACCTS-METER READING    | 183.65    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | ACCTS-METER READING    | 63.43     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | ACCTS-RECORDS & COLLEC | 143.49    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | ACCTS-RECORDS & COLLEC | 143.49    |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | PROJECT #11            | 63.19     |
|                 | 5/17/19 | HEALTH INS PREM       | WATER               | PROJECT #11            | 198.61    |



| VENDOR SORT KEY | DATE    | DESCRIPTION            | FUND               | DEPARTMENT             | AMOUNT_  |
|-----------------|---------|------------------------|--------------------|------------------------|----------|
|                 | 5/17/19 | HEALTH INS PREMIUM     | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 109.63   |
|                 | 5/17/19 | HEALTH INS PREMIUM     | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 107.64   |
|                 | 5/17/19 | INSURANCE MAY FOR JUNE | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 121.84   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-SOURCE SUPERVISION   | 169.15   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-SOURCE SUPERVISION   | 169.15   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-PURIFY SUPERVISION   | 394.68   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-PURIFY SUPERVISION   | 394.68   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-PURIFY MISC          | 15.46    |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | O-PURIFY MISC          | 15.46    |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 18.05    |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 9.02     |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | GENERAL ADMIN          | 67.66    |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | GENERAL ADMIN          | 61.63    |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | ADMIN OFFICE SUPPLIES  | 3.14     |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | ACCT-RECORDS & COLLECT | 118.66   |
|                 | 5/17/19 | HEALTH INS PREM        | MUNICIPAL WASTEWAT | ACCT-RECORDS & COLLECT | 118.66   |
|                 | 5/17/19 | HEALTH INS PREMIUM     | ELECTRIC           | NON-DEPARTMENTAL       | 765.74   |
|                 | 5/17/19 | HEALTH INS PREMIUM     | ELECTRIC           | NON-DEPARTMENTAL       | 795.27   |
|                 | 5/17/19 | INSURANCE MAY FOR JUNE | ELECTRIC           | NON-DEPARTMENTAL       | 281.92   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | O-SOURCE GENERATION    | 206.94   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | O-DISTR UNDERGRND LINE | 222.61   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | O-DISTR UNDERGRND LINE | 299.15   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | O-DISTR MISC           | 260.95   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | O-DISTR MISC           | 324.28   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-SOURCE STRUCTURES    | 17.53    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-CISTR SUPER & ENG    | 21.58    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-CISTR SUPER & ENG    | 68.55    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR STATION EQUIPM | 122.33   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR UNDERGRND LINE | 937.42   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR UNDERGRND LINE | 661.50   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR ST LITE & SIG  | 389.24   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR ST LITE & SIG  | 298.29   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR PLANT MISC     | 14.61    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | M-DISTR PLANT MISC     | 199.70   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | GENERAL ADMIN          | 411.60   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | GENERAL ADMIN          | 374.92   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ADMIN OFFICE SUPPLIES  | 31.40    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-METER READING    | 119.21   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-METER READING    | 127.66   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-RECORDS & COLLEC | 635.25   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-RECORDS & COLLEC | 635.25   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-ASSISTANCE       | 154.57   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | ACCTS-ASSISTANCE       | 154.57   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | FA DISTR UNDRGRND COND | 209.90   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | FA DISTR UNDRGRND COND | 171.26   |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | FA DISTR ST LITE & SIG | 98.26    |
|                 | 5/17/19 | HEALTH INS PREM        | ELECTRIC           | FA DISTR ST LITE & SIG | 343.63   |
|                 | 5/17/19 | HEALTH INS PREMIUM     | STORM WATER MANAGE | NON-DEPARTMENTAL       | 17.24    |
|                 | 5/17/19 | HEALTH INS PREMIUM     | STORM WATER MANAGE | NON-DEPARTMENTAL       | 17.24    |
|                 | 5/17/19 | HEALTH INS PREM        | STORM WATER MANAGE | STORM DRAINAGE         | 72.22    |
|                 | 5/17/19 | HEALTH INS PREM        | STORM WATER MANAGE | STORM DRAINAGE         | 72.22    |
|                 | 5/17/19 | HEALTH INS PREMIUM     | LIQUOR             | NON-DEPARTMENTAL       | 463.48   |
|                 | 5/17/19 | HEALTH INS PREMIUM     | LIQUOR             | NON-DEPARTMENTAL       | 463.48   |
|                 | 5/17/19 | HEALTH INS PREM        | LIQUOR             | O-GEN MISC             | 1,622.30 |
|                 | 5/17/19 | HEALTH INS PREM        | LIQUOR             | O-GEN MISC             | 1,622.30 |
|                 | 5/17/19 | HEALTH INS PREMIUM     | DATA PROCESSING    | NON-DEPARTMENTAL       | 309.51   |



| VENDOR SORT KEY                  | DATE    | DESCRIPTION           | FUND               | DEPARTMENT             | AMOUNT_   |
|----------------------------------|---------|-----------------------|--------------------|------------------------|-----------|
|                                  | 5/17/19 | HEALTH INS PREMIUM    | DATA PROCESSING    | NON-DEPARTMENTAL       | 309.51    |
|                                  | 5/17/19 | HEALTH INS PREM       | DATA PROCESSING    | DATA PROCESSING        | 1,140.13  |
|                                  | 5/17/19 | HEALTH INS PREM       | DATA PROCESSING    | DATA PROCESSING        | 1,140.13  |
|                                  | 5/17/19 | BOMGAARS MAY FOR JUNE | HEALTH INS PLAN (T | NON-DEPARTMENTAL       | 619.02_   |
|                                  |         |                       |                    | TOTAL:                 | 86,938.76 |
| PRODUCTIVITY PLUS ACCOUNT        | 5/17/19 | BOBCAT PARTS          | GENERAL FUND       | PAVED STREETS          | 93.72     |
|                                  | 5/17/19 | SERVICE BOBCAT        | GENERAL FUND       | PAVED STREETS          | 164.18    |
|                                  | 5/17/19 | SERVICE BOBCAT        | GENERAL FUND       | PAVED STREETS          | 30.96     |
|                                  | 5/17/19 | SERVICE BOBCAT        | GENERAL FUND       | PAVED STREETS          | 220.78_   |
|                                  |         |                       |                    | TOTAL:                 | 509.64    |
| RUNNINGS SUPPLY INC-ACCT#9502440 | 5/17/19 | GEN PLANT MOWER       | ELECTRIC           | O-DISTR STATION EXPENS | 1,799.00  |
|                                  | 5/17/19 | FITTINGS              | ELECTRIC           | O-DISTR MISC           | 39.91_    |
|                                  |         |                       |                    | TOTAL:                 | 1,838.91  |
| SCHWALBACH                       | 5/17/19 | FLAG, FASTENERS       | GENERAL FUND       | FIRE ADMINISTRATION    | 35.97_    |
|                                  |         |                       |                    | TOTAL:                 | 35.97     |
| SECURE BENEFITS SYSTEMS CORP     | 5/17/19 | ADMIN FEE             | GENERAL FUND       | NON-DEPARTMENTAL       | 55.28     |
|                                  | 5/17/19 | ADMIN FEE             | GENERAL FUND       | NON-DEPARTMENTAL       | 55.05     |
|                                  | 5/17/19 | CHILD CARE            | GENERAL FUND       | NON-DEPARTMENTAL       | 1,274.97  |
|                                  | 5/17/19 | CHILD CARE            | GENERAL FUND       | NON-DEPARTMENTAL       | 1,274.97  |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | GENERAL FUND       | NON-DEPARTMENTAL       | 1,381.43  |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | GENERAL FUND       | NON-DEPARTMENTAL       | 1,381.29  |
|                                  | 5/17/19 | MONTHLY ADMIN FEE     | GENERAL FUND       | OTHER GEN GOVT MISC    | 20.00     |
|                                  | 5/17/19 | ADMIN FEE             | RECREATION         | NON-DEPARTMENTAL       | 5.08      |
|                                  | 5/17/19 | ADMIN FEE             | RECREATION         | NON-DEPARTMENTAL       | 5.50      |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | RECREATION         | NON-DEPARTMENTAL       | 156.50    |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | RECREATION         | NON-DEPARTMENTAL       | 164.31    |
|                                  | 5/17/19 | ADMIN FEE             | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 2.16      |
|                                  | 5/17/19 | ADMIN FEE             | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 1.57      |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 98.80     |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | IMPROVEMENT CONST  | NON-DEPARTMENTAL       | 71.45     |
|                                  | 5/17/19 | ADMIN FEE             | WATER              | NON-DEPARTMENTAL       | 2.70      |
|                                  | 5/17/19 | ADMIN FEE             | WATER              | NON-DEPARTMENTAL       | 3.13      |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | WATER              | NON-DEPARTMENTAL       | 121.39    |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | WATER              | NON-DEPARTMENTAL       | 142.37    |
|                                  | 5/17/19 | ADMIN FEE             | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 13.81     |
|                                  | 5/17/19 | ADMIN FEE             | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 13.78     |
|                                  | 5/17/19 | CHILD CARE            | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 362.55    |
|                                  | 5/17/19 | CHILD CARE            | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 362.55    |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 366.30    |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 365.00    |
|                                  | 5/17/19 | ADMIN FEE             | ELECTRIC           | NON-DEPARTMENTAL       | 3.99      |
|                                  | 5/17/19 | ADMIN FEE             | ELECTRIC           | NON-DEPARTMENTAL       | 3.99      |
|                                  | 5/17/19 | CHILD CARE            | ELECTRIC           | NON-DEPARTMENTAL       | 208.33    |
|                                  | 5/17/19 | CHILD CARE            | ELECTRIC           | NON-DEPARTMENTAL       | 208.33    |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | ELECTRIC           | NON-DEPARTMENTAL       | 65.87     |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | ELECTRIC           | NON-DEPARTMENTAL       | 65.87     |
|                                  | 5/17/19 | ADMIN FEE             | STORM WATER MANAGE | NON-DEPARTMENTAL       | 0.23      |
|                                  | 5/17/19 | ADMIN FEE             | STORM WATER MANAGE | NON-DEPARTMENTAL       | 0.23      |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | STORM WATER MANAGE | NON-DEPARTMENTAL       | 7.50      |
|                                  | 5/17/19 | UNREIMBURSED MEDICAL  | STORM WATER MANAGE | NON-DEPARTMENTAL       | 7.50      |
|                                  | 5/17/19 | ADMIN FEE             | LIQUOR             | NON-DEPARTMENTAL       | 4.50      |
|                                  | 5/17/19 | ADMIN FEE             | LIQUOR             | NON-DEPARTMENTAL       | 4.50      |



| VENDOR SORT KEY          | DATE    | DESCRIPTION                      | FUND            | DEPARTMENT             | AMOUNT_   |
|--------------------------|---------|----------------------------------|-----------------|------------------------|-----------|
|                          | 5/17/19 | UNREIMBURSED MEDICAL             | LIQUOR          | NON-DEPARTMENTAL       | 91.66     |
|                          | 5/17/19 | UNREIMBURSED MEDICAL             | LIQUOR          | NON-DEPARTMENTAL       | 91.66     |
|                          | 5/17/19 | ADMIN FEE                        | DATA PROCESSING | NON-DEPARTMENTAL       | 2.25      |
|                          | 5/17/19 | ADMIN FEE                        | DATA PROCESSING | NON-DEPARTMENTAL       | 2.25      |
|                          | 5/17/19 | UNREIMBURSED MEDICAL             | DATA PROCESSING | NON-DEPARTMENTAL       | 104.16    |
|                          | 5/17/19 | UNREIMBURSED MEDICAL             | DATA PROCESSING | NON-DEPARTMENTAL       | 104.16_   |
|                          |         |                                  |                 | TOTAL:                 | 8,678.92  |
| SEW UNIQUE INC           | 5/17/19 | MRWA POSTER CONTEST T-SHIR WATER |                 | ACCTS-SERV & INFORMATI | 18.75_    |
|                          |         |                                  |                 | TOTAL:                 | 18.75     |
| WAL MART BUSINESS/SYNCR  | 5/17/19 | STRETCH WRAP, PACKAGING TA       | ELECTRIC        | O-DISTR SUPER & ENG    | 33.98     |
|                          | 5/17/19 | CABLE TIES, CORDS                | ELECTRIC        | O-DISTR SUPER & ENG    | 15.34_    |
|                          |         |                                  |                 | TOTAL:                 | 49.32     |
| WORTHINGTON ELECTRIC INC | 5/17/19 | SERVICE CALL                     | ELECTRIC        | M-DISTR UNDERGRND LINE | 60.00_    |
|                          |         |                                  |                 | TOTAL:                 | 60.00     |
| ZIEGLER INC              | 5/17/19 | REPLACE VOLTAGE REG #3           | ELECTRIC        | M-SOURCE EQUIPMENT     | 1,949.17_ |
|                          |         |                                  |                 | TOTAL:                 | 1,949.17  |

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

|     |                         |           |
|-----|-------------------------|-----------|
| 101 | GENERAL FUND            | 69,261.90 |
| 202 | MEMORIAL AUDITORIUM     | 1,769.88  |
| 229 | RECREATION              | 2,830.08  |
| 321 | PIR/TRUNKS              | 641.50    |
| 401 | IMPROVEMENT CONST       | 1,708.82  |
| 427 | BEDFORD TECHNOLOGY PROJ | 226.01    |
| 601 | WATER                   | 17,075.22 |
| 602 | MUNICIPAL WASTEWATER    | 6,838.02  |
| 604 | ELECTRIC                | 23,861.36 |
| 605 | INDUSTRIAL WASTEWATER   | 308.50    |
| 606 | STORM WATER MANAGEMENT  | 240.44    |
| 609 | LIQUOR                  | 4,438.90  |
| 612 | AIRPORT                 | 57.17     |
| 702 | DATA PROCESSING         | 3,144.10  |
| 705 | HEALTH INS PLAN (TPA)   | 619.02    |

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 GRAND TOTAL: 133,020.92  
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| VENDOR SORT KEY                       | DATE    | DESCRIPTION                | FUND               | DEPARTMENT             | AMOUNT_    |
|---------------------------------------|---------|----------------------------|--------------------|------------------------|------------|
| ABRA AUTO BODY AND GLASS-WORTHINGTON  | 5/24/19 | #506 DOOR REPAIR           | RECREATION         | PARK AREAS             | 791.15     |
|                                       | 5/24/19 | #506 DOOR REPAIR           | RECREATION         | PARK AREAS             | 672.00_    |
|                                       | TOTAL:  |                            |                    |                        | 1,463.15   |
| ACCESS FAMILY MEDICAL CENTER          | 5/24/19 | PRE-EMPLOYMENT PHYSICAL-SC | GENERAL FUND       | POLICE ADMINISTRATION  | 188.00_    |
|                                       | TOTAL:  |                            |                    |                        | 188.00     |
| AMERICAN BOTTLING COMPANY             | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 120.72_    |
|                                       | TOTAL:  |                            |                    |                        | 120.72     |
| AMERICAN LEGAL PUBLISHING CORPORATION | 5/24/19 | CODE OF ORDINANCES SUPPLEM | GENERAL FUND       | CLERK'S OFFICE         | 203.00_    |
|                                       | TOTAL:  |                            |                    |                        | 203.00     |
| AMERIPRIDE                            | 5/24/19 | 4 WEEK TOWEL SERVICE       | MUNICIPAL WASTEWAT | O-PURIFY MISC          | 135.61_    |
|                                       | TOTAL:  |                            |                    |                        | 135.61     |
| ANDERSON ALIGNMENT INC                | 5/24/19 | #300 OIL CHANGE            | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 53.94      |
|                                       | 5/24/19 | #300 OIL CHANGE            | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 10.00      |
|                                       | 5/24/19 | #308 HYDRAULIC ISSUES      | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 42.09      |
|                                       | 5/24/19 | #308 HYDRAULIC ISSUES      | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 122.50_    |
|                                       | TOTAL:  |                            |                    |                        | 228.53     |
| APX CONSTRUCTION GROUP LLC            | 5/24/19 | NEW MAINTENANCE BLDG       | GENERAL FUND       | PAVED STREETS          | 900.00     |
|                                       | 5/24/19 | SPLASH PAD                 | RECREATION         | PARK AREAS             | 1,312.50_  |
|                                       | TOTAL:  |                            |                    |                        | 2,212.50   |
| AQUA LOGIC INC                        | 5/24/19 | YMCA POOL SERVICE          | AQUATIC CENTER FAC | AQUATIC CENTER FACILIT | 8,070.38_  |
|                                       | TOTAL:  |                            |                    |                        | 8,070.38   |
| ARCTIC GLACIER USA INC                | 5/24/19 | ICE                        | LIQUOR             | NON-DEPARTMENTAL       | 132.92_    |
|                                       | TOTAL:  |                            |                    |                        | 132.92     |
| ARIA ENTERPRISES LLC                  | 5/24/19 | CRUSHED CONCRETE           | GENERAL FUND       | PAVED STREETS          | 1,078.00_  |
|                                       | TOTAL:  |                            |                    |                        | 1,078.00   |
| ARTISAN BEER COMPANY                  | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 149.95     |
|                                       | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 219.80     |
|                                       | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 26.70-     |
|                                       | TOTAL:  |                            |                    |                        | 343.05     |
| ATLANTIC BOTTLING COMPANY             | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 235.84_    |
|                                       | TOTAL:  |                            |                    |                        | 235.84     |
| BEDFORD TECHNOLOGY LLC                | 5/24/19 | BENCHES- CO 10             | RECREATION         | PARK AREAS             | 247.56_    |
|                                       | TOTAL:  |                            |                    |                        | 247.56     |
| CALVIN BERGER                         | 5/24/19 | SPRING CLEAN UP            | GENERAL FUND       | TRASH PICKUP           | 7,568.00_  |
|                                       | TOTAL:  |                            |                    |                        | 7,568.00   |
| BEVERAGE WHOLESALERS INC              | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 11,529.61  |
|                                       | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 7,233.50   |
|                                       | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 4,804.86   |
|                                       | 5/24/19 | BEER                       | LIQUOR             | NON-DEPARTMENTAL       | 10,206.25_ |
|                                       | TOTAL:  |                            |                    |                        | 33,774.22  |
| BLUEGLOBES LLC                        | 5/24/19 | LED FIXTURE KITS           | AIRPORT            | O-GEN MISC             | 1,048.30   |



| VENDOR SORT KEY                      | DATE    | DESCRIPTION                                   | FUND                | DEPARTMENT             | AMOUNT_    |
|--------------------------------------|---------|---|---------------------|------------------------|------------|
|                                      | 5/24/19 | HEX HEAD SET SCREWS                           | AIRPORT             | O-GEN MISC             | 46.80_     |
|                                      |         |   |                     | TOTAL:                 | 1,095.10   |
| BOB'S PIANO SERVICE INC              | 5/24/19 | CONCERT TUNING                                | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 110.00_    |
|                                      |         |   |                     | TOTAL:                 | 110.00     |
| BREKTHRU BEVERAGE MINNESOTA BEER LLC | 5/24/19 | BEER  | LIQUOR              | NON-DEPARTMENTAL       | 30.80      |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 3,463.68   |
|                                      | 5/24/19 | MIX   | LIQUOR              | NON-DEPARTMENTAL       | 70.95      |
|                                      | 5/24/19 | WINE  | LIQUOR              | NON-DEPARTMENTAL       | 208.00     |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 6,238.30   |
|                                      | 5/24/19 | MIX   | LIQUOR              | NON-DEPARTMENTAL       | 93.36      |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 43.00-     |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 43.00-     |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 13.00-     |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 67.44-     |
|                                      | 5/24/19 | MIX   | LIQUOR              | NON-DEPARTMENTAL       | 24.00-     |
|                                      | 5/24/19 | WINE  | LIQUOR              | NON-DEPARTMENTAL       | 80.00-     |
|                                      | 5/24/19 | MIX   | LIQUOR              | NON-DEPARTMENTAL       | 7.46-      |
|                                      | 5/24/19 | MIX   | LIQUOR              | NON-DEPARTMENTAL       | 40.95-     |
|                                      | 5/24/19 | LIQUOR  | LIQUOR              | NON-DEPARTMENTAL       | 127.58-    |
|                                      | 5/24/19 | WINE  | LIQUOR              | NON-DEPARTMENTAL       | 40.00-     |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 48.79      |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 9.25       |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 121.87     |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 0.46-      |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 1.85-      |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 1.85-      |
|                                      | 5/24/19 | FREIGHT                                       | LIQUOR              | O-SOURCE MISC          | 1.85-      |
|                                      |         |   |                     | TOTAL:                 | 9,792.56   |
| MICHAEL BURNS                        | 5/24/19 | KEYS  | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 14.00_     |
|                                      |         |   |                     | TOTAL:                 | 14.00      |
| C & B OPERATIONS LLC                 | 5/24/19 | FUEL FILTER, FUEL PUMP-MOW MUNICIPAL WASTEWAT | M-PURIFY EQUIPMENT  |                        | 147.13_    |
|                                      |         |   |                     | TOTAL:                 | 147.13     |
| CAMPUS CLEANERS                      | 5/24/19 | COMMERCIAL LAUNDRY                            | LIQUOR              | O-GEN MISC             | 29.43_     |
|                                      |         |   |                     | TOTAL:                 | 29.43      |
| CITY OF WORTHINGTON                  | 5/24/19 | RECORD ORD # 1136                             | GENERAL FUND        | CLERK'S OFFICE         | 46.00      |
|                                      | 5/24/19 | RECORD RESOLUTION SEC 24-1                    | GENERAL FUND        | ENGINEERING ADMIN      | 46.00      |
|                                      | 5/24/19 | S ROSENBERG-DOCK STEEL WHE                    | GENERAL FUND        | LAKE IMPROVEMENT       | 140.00_    |
|                                      |         |   |                     | TOTAL:                 | 232.00     |
| CLAIR VAN GROUW CONSTRUCTION INC     | 5/24/19 | WPU-LS REMODELING #2                          | WATER               | FA MISC                | 17,036.66  |
|                                      | 5/24/19 | WPU-LS REMODELING #2                          | MUNICIPAL WASTEWAT  | FA MISC                | 17,036.66  |
|                                      | 5/24/19 | WPU-LS REMODELING #2                          | ELECTRIC            | FA MISC                | 17,036.68_ |
|                                      |         |   |                     | TOTAL:                 | 51,110.00  |
| COLONIAL CABINETS LLC                | 5/24/19 | RESTORE PODIUM/NEW COUNTER                    | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 1,464.96_  |
|                                      |         |   |                     | TOTAL:                 | 1,464.96   |
| COMMISSIONER OF TRANSPORTATION       | 5/24/19 | HANGAR LOAN REPAYMENT                         | AIRPORT             | NON-DEPARTMENTAL       | 920.00_    |
|                                      |         |   |                     | TOTAL:                 | 920.00     |



| VENDOR SORT KEY                | DATE    | DESCRIPTION                | FUND                | DEPARTMENT             | AMOUNT_    |
|--------------------------------|---------|----------------------------|---------------------|------------------------|------------|
| COMMUNITY EDUCATION            | 5/24/19 | SUMMER COMM ED CATALOG-FUL | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 250.00_    |
|                                |         |                            |                     | TOTAL:                 | 250.00     |
| CORE & MAIN LP                 | 5/24/19 | FORBIDDEN BARREL TAP SUPPL | WATER               | O-DIST UNDERGRND LINES | 711.27_    |
|                                |         |                            |                     | TOTAL:                 | 711.27     |
| DACOTAH PAPER CO               | 5/24/19 | BAGS, BROOM/DUST PAN, BLEA | LIQUOR              | O-GEN MISC             | 271.54_    |
|                                |         |                            |                     | TOTAL:                 | 271.54     |
| DANS ELECTRIC INC              | 5/24/19 | YARD LIGHT REPAIRS         | MUNICIPAL WASTEWAT  | M-PURIFY EQUIPMENT     | 125.24     |
|                                | 5/24/19 | YARD LIGHT REPAIRS         | MUNICIPAL WASTEWAT  | M-PURIFY EQUIPMENT     | 430.00     |
|                                | 5/24/19 | CHECK IR REPAIRS           | MUNICIPAL WASTEWAT  | M-PURIFY EQUIPMENT     | 70.00_     |
|                                |         |                            |                     | TOTAL:                 | 625.24     |
| DOLL DISTRIBUTING LLC          | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 492.00     |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 3,431.10   |
|                                | 5/24/19 | MIX                        | LIQUOR              | NON-DEPARTMENTAL       | 28.00      |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 13,144.90  |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 3,028.29   |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 11,731.65  |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 30.00-     |
|                                | 5/24/19 | BEER                       | LIQUOR              | NON-DEPARTMENTAL       | 32.35      |
|                                | 5/24/19 | WATER                      | LIQUOR              | O-GEN MISC             | 39.00_     |
|                                |         |                            |                     | TOTAL:                 | 31,897.29  |
| DROLL, SHARI A                 | 5/24/19 | PLEAA CONFERENCE-GAS       | GENERAL FUND        | SECURITY CENTER        | 14.78      |
|                                | 5/24/19 | PLEAA CONFERENCE-GAS       | GENERAL FUND        | SECURITY CENTER        | 14.77_     |
|                                |         |                            |                     | TOTAL:                 | 29.55      |
| DUBOIS CHEMICALS INC           | 5/24/19 | CHEMICALS                  | INDUSTRIAL WASTEWA  | O-PURIFY MISC          | 7,972.02_  |
|                                |         |                            |                     | TOTAL:                 | 7,972.02   |
| ECHO GROUP INC                 | 5/24/19 | LED NON-DIMMABLE LAMPS     | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 66.88      |
|                                | 5/24/19 | FLUORESCENT 42W            | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 103.50     |
|                                | 5/24/19 | LIGHT BULB T12 96"         | MUNICIPAL WASTEWAT  | M-PURIFY EQUIPMENT     | 5.48_      |
|                                |         |                            |                     | TOTAL:                 | 175.86     |
| EHRLERS COMPANIES              | 5/24/19 | TIF #14 CONSULT            | NEWCASTLE TOWNHOME  | SW MN HOUSING          | 306.25_    |
|                                |         |                            |                     | TOTAL:                 | 306.25     |
| FASTENAL COMPANY               | 5/24/19 | SAFETY HELMET              | GENERAL FUND        | ECONOMIC DEVELOPMENT   | 18.26      |
|                                | 5/24/19 | SAFETY VESTS               | GENERAL FUND        | PAVED STREETS          | 69.86      |
|                                | 5/24/19 | WHITE RUSTOLEUM            | GENERAL FUND        | PAVED STREETS          | 16.28      |
|                                | 5/24/19 | EAR PLUGS, EYE BOLT        | GENERAL FUND        | PAVED STREETS          | 91.90_     |
|                                |         |                            |                     | TOTAL:                 | 196.30     |
| FERGUSON ENTERPRISES LLC #1657 | 5/24/19 | SERVICE LINE SUPPLIES      | WATER               | O-DIST UNDERGRND LINES | 77.09_     |
|                                |         |                            |                     | TOTAL:                 | 77.09      |
| FIFE WATER SERVICES INC        | 5/24/19 | CHEMICALS                  | INDUSTRIAL WASTEWA  | O-PURIFY MISC          | 11,843.84  |
|                                | 5/24/19 | CHEMICALS                  | INDUSTRIAL WASTEWA  | O-PURIFY MISC          | 10,835.75_ |
|                                |         |                            |                     | TOTAL:                 | 22,679.59  |
| FLAGSHIP RECREATION LLC        | 5/24/19 | PLAYGROUND BELTED SEATS, C | RECREATION          | PARK AREAS             | 975.02_    |
|                                |         |                            |                     | TOTAL:                 | 975.02     |



| VENDOR SORT KEY                 | DATE    | DESCRIPTION                                   | FUND                   | DEPARTMENT             | AMOUNT   |
|---------------------------------|---------|---|------------------------|------------------------|----------|
| FLAHERTY & HOOD PA              | 5/24/19 | LABOR CONSULT                                 | GENERAL FUND           | CITY ATTORNEY          | 36.25    |
|                                 |         |   |                        | TOTAL:                 | 36.25    |
| FLEXIBLE PIPE TOOL CO           | 5/24/19 | DEBRIS GRIT CATCHER 8" W/R MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS |                        | 324.80   |
|                                 |         |   |                        | TOTAL:                 | 324.80   |
| FLYNN & RIORDAN PLLC            | 5/24/19 | LEGAL FEES                                    | GENERAL FUND           | CITY ATTORNEY          | 2,050.00 |
|                                 | 5/24/19 | LEGAL FEES-WPD SHOOTING RA                    | GENERAL FUND           | PROSECUTION            | 150.00   |
|                                 | 5/24/19 | LEGAL FEES-REVIEW CONTRACT                    | IMPROVEMENT CONST      | OXFORD STREET RECON    | 450.00   |
|                                 | 5/24/19 | LEGAL FEES-BOLTON & MENK                      | AIRPORT                | PROJECT #11            | 200.00   |
|                                 |         |   |                        | TOTAL:                 | 2,850.00 |
| FRONTIER COMMUNICATION SERVICES | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | MAYOR AND COUNCIL      | 61.28    |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | ADMINISTRATION         | 498.83   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | CLERK'S OFFICE         | 179.33   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | ACCOUNTING             | 69.05    |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | ENGINEERING ADMIN      | 164.87   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | ECONOMIC DEVELOPMENT   | 139.48   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | OTHER GEN GOVT MISC    | 26.02    |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | FIRE ADMINISTRATION    | 224.39   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | PAVED STREETS          | 135.45   |
|                                 | 5/24/19 | PHONE SERVICE                                 | GENERAL FUND           | CENTER FOR ACTIVE LIVI | 270.93   |
|                                 | 5/24/19 | MONTHLY SERVICE                               | MEMORIAL AUDITORIUM    | MEMORIAL AUDITORIUM    | 207.06   |
|                                 | 5/24/19 | PHONE SERVICE                                 | RECREATION             | PARK AREAS             | 155.48   |
|                                 | 5/24/19 | BAC FIRE ALARMS                               | ECONOMIC DEV AUTHO     | TRAINING/TESTING CENTE | 97.47    |
|                                 | 5/24/19 | MONTHLY SERVICE                               | LIQUOR                 | O-GEN MISC             | 227.03   |
|                                 | 5/24/19 | PHONE SERVICE                                 | AIRPORT                | O-GEN MISC             | 90.37    |
|                                 | 5/24/19 | PHONE SERVICE                                 | DATA PROCESSING        | DATA PROCESSING        | 124.97   |
|                                 | 5/24/19 | PHONE SERVICE                                 | DATA PROCESSING        | COPIER/FAX             | 24.95    |
|                                 |         |   |                        | TOTAL:                 | 2,696.96 |
| GALLS INC                       | 5/24/19 | UNIFORMS                                      | GENERAL FUND           | POLICE ADMINISTRATION  | 326.58   |
|                                 | 5/24/19 | UNIFORMS                                      | GENERAL FUND           | POLICE ADMINISTRATION  | 94.95    |
|                                 | 5/24/19 | UNIFORMS                                      | GENERAL FUND           | POLICE ADMINISTRATION  | 305.40   |
|                                 |         |   |                        | TOTAL:                 | 726.93   |
| GRAHAM TIRE OF WORTHINGTON INC  | 5/24/19 | #14-44 OIL CHANGE                             | GENERAL FUND           | POLICE ADMINISTRATION  | 16.79    |
|                                 | 5/24/19 | #14-44 OIL CHANGE                             | GENERAL FUND           | POLICE ADMINISTRATION  | 14.00    |
|                                 | 5/24/19 | OIL CHANGE                                    | GENERAL FUND           | PAVED STREETS          | 14.00    |
|                                 | 5/24/19 | OIL CHANGE                                    | GENERAL FUND           | PAVED STREETS          | 20.29    |
|                                 | 5/24/19 | TORO MOWER TIRE PATCH                         | RECREATION             | PARK AREAS             | 15.00    |
|                                 | 5/24/19 | TORO MOWER TIRE PATCH                         | RECREATION             | PARK AREAS             | 4.00     |
|                                 |         |   |                        | TOTAL:                 | 84.08    |
| HACH COMPANY                    | 5/24/19 | LAB CHEMICALS                                 | WATER                  | O-PURIFY MISC          | 95.52    |
|                                 | 5/24/19 | LAB CHEMICALS                                 | WATER                  | O-PURIFY MISC          | 94.77    |
|                                 | 5/24/19 | 2 SAMPLE CELLS-CI RESIDUAL MUNICIPAL WASTEWAT | O-PURIFY LABORATORY    |                        | 275.89   |
|                                 |         |   |                        | TOTAL:                 | 276.64   |
| HANCOCK CONCRETE PRODUCTS CO    | 5/24/19 | WINIFRED @ ALC CATCH BASIN STORM WATER MANAGE | PROJECT #1             |                        | 792.60   |
|                                 |         |   |                        | TOTAL:                 | 792.60   |
| HARVEY'S SIGNS                  | 5/24/19 | #19-43 GRAPHICS-CSO                           | GENERAL FUND           | ANIMAL CONTROL ENFORCE | 675.00   |
|                                 | 5/24/19 | #506 NEW DOOR LETTERING                       | RECREATION             | PARK AREAS             | 105.00   |
|                                 |         |   |                        | TOTAL:                 | 780.00   |



| VENDOR SORT KEY                        | DATE    | DESCRIPTION                        | FUND               | DEPARTMENT             | AMOUNT_   |
|--|---------|------------------------------------|--------------------|------------------------|-----------|
| HAWKINS INC                            | 5/24/19 | TREATMENT CHEMICAL                 | WATER              | O-PURIFY               | 5,114.84_ |
|  |         |                                    |                    | TOTAL:                 | 5,114.84  |
| HOPE HAVEN INC                         | 5/24/19 | CAL CLEANING-APRIL                 | GENERAL FUND       | CENTER FOR ACTIVE LIVI | 541.67_   |
|  |         |                                    |                    | TOTAL:                 | 541.67    |
| HOWE INC                               | 5/24/19 | ANNUAL FIRE SPRINKLER INSP AIRPORT |                    | O-GEN MISC             | 560.00    |
|  | 5/24/19 | ANNUAL FIRE SPRINKLER INSP AIRPORT |                    | O-GEN MISC             | 57.92_    |
|  |         |                                    |                    | TOTAL:                 | 617.92    |
| HY-VEE INC-61705                       | 5/24/19 | DOOR PRIZE                         | GENERAL FUND       | CENTER FOR ACTIVE LIVI | 17.00     |
|  | 5/24/19 | FORK LIFT GAS                      | LIQUOR             | O-GEN MISC             | 23.10_    |
|  |         |                                    |                    | TOTAL:                 | 40.10     |
| HYDRO KLEAN                            | 5/24/19 | 2019 SEWER TELEVISIONING #1        | MUNICIPAL WASTEWAT | NON-DEPARTMENTAL       | 330.47-   |
|  | 5/24/19 | 2019 SEWER TELEVISIONING #1        | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 6,609.41  |
|  | 5/24/19 | 2019 SEWER TELEVISIONING #1        | STORM WATER MANAGE | NON-DEPARTMENTAL       | 50.71-    |
|  | 5/24/19 | 2019 SEWER TELEVISIONING #1        | STORM WATER MANAGE | STORM DRAINAGE         | 1,014.29_ |
|  |         |                                    |                    | TOTAL:                 | 7,242.52  |
| JANITOR'S CLOSET LTD                   | 5/24/19 | URINAL SCREENS                     | RECREATION         | PARK AREAS             | 38.66_    |
|  |         |                                    |                    | TOTAL:                 | 38.66     |
| JERRY'S AUTO SUPPLY OF WORTHINGTON INC | 5/24/19 | BATTERY FOR CONCRETE SAW           | GENERAL FUND       | PAVED STREETS          | 116.99_   |
|  |         |                                    |                    | TOTAL:                 | 116.99    |
| JOHNSON BROTHERS LIQUOR CO             | 5/24/19 | LIQUOR                             | LIQUOR             | NON-DEPARTMENTAL       | 9,459.85  |
|  | 5/24/19 | WINE                               | LIQUOR             | NON-DEPARTMENTAL       | 1,498.27  |
|  | 5/24/19 | MIX                                | LIQUOR             | NON-DEPARTMENTAL       | 189.35    |
|  | 5/24/19 | LIQUOR                             | LIQUOR             | NON-DEPARTMENTAL       | 6,729.86  |
|  | 5/24/19 | WINE                               | LIQUOR             | NON-DEPARTMENTAL       | 977.00    |
|  | 5/24/19 | MIX                                | LIQUOR             | NON-DEPARTMENTAL       | 63.85     |
|  | 5/24/19 | WINE                               | LIQUOR             | NON-DEPARTMENTAL       | 57.10-    |
|  | 5/24/19 | FREIGHT                            | LIQUOR             | O-SOURCE MISC          | 124.90    |
|  | 5/24/19 | FREIGHT                            | LIQUOR             | O-SOURCE MISC          | 66.33     |
|  | 5/24/19 | FREIGHT                            | LIQUOR             | O-SOURCE MISC          | 111.06    |
|  | 5/24/19 | FREIGHT                            | LIQUOR             | O-GEN MISC             | 37.18     |
|  | 5/24/19 | FREIGHT                            | LIQUOR             | O-GEN MISC             | 3.38-     |
|  |         |                                    |                    | TOTAL:                 | 19,197.17 |
| JOHNSTON AUTOSTORES                    | 5/24/19 | #32 BATTERY                        | GENERAL FUND       | POLICE ADMINISTRATION  | 122.24    |
|  | 5/24/19 | MOWER PARTS                        | RECREATION         | PARK AREAS             | 108.38    |
|  | 5/24/19 | #209 STRUT                         | WATER              | O-DIST UNDERGRND LINES | 141.54_   |
|  |         |                                    |                    | TOTAL:                 | 372.16    |
| KINSEY LAW OFFICE PLLC                 | 5/24/19 | CHARTER COMMISSION LEGAL F         | GENERAL FUND       | CITY ATTORNEY          | 369.00    |
|  | 5/24/19 | CHARTER COMMISSION LEGAL F         | GENERAL FUND       | CITY ATTORNEY          | 246.00    |
|  | 5/24/19 | CHARTER COMMISSION LEGAL F         | GENERAL FUND       | CITY ATTORNEY          | 205.00_   |
|  |         |                                    |                    | TOTAL:                 | 820.00    |
| LAMPERTS YARDS INC-2602004             | 5/24/19 | CONCRETE MIX                       | GENERAL FUND       | PAVED STREETS          | 31.44     |
|  | 5/24/19 | MORTAR MIX                         | GENERAL FUND       | PAVED STREETS          | 13.00_    |
|  |         |                                    |                    | TOTAL:                 | 44.44     |
| LEAGUE OF MN CITIES                    | 5/24/19 | 2019 DIRECTORY OF MN CITY          | GENERAL FUND       | ADMINISTRATION         | 57.20     |
|  | 5/24/19 | 2019 DIRECTORY OF MN CITY          | GENERAL FUND       | CLERK'S OFFICE         | 57.20     |



| VENDOR SORT KEY                        | DATE    | DESCRIPTION                      | FUND                | DEPARTMENT             | AMOUNT_    |
|--|---------|----------------------------------|---------------------|------------------------|------------|
|  | 5/24/19 | 2019 DIRECTORY OF MN CITY        | GENERAL FUND        | ACCOUNTING             | 57.20_     |
|  |         | TOTAL:                           |                     |                        | 171.60     |
| MARTHALER FORD OF WORTHINGTON          | 5/24/19 | #17-31 OIL CHANGE, REMOTE        | GENERAL FUND        | POLICE ADMINISTRATION  | 33.02      |
|  | 5/24/19 | #17-31 OIL CHANGE, REMOTE        | GENERAL FUND        | POLICE ADMINISTRATION  | 128.00_    |
|  |         | TOTAL:                           |                     |                        | 161.02     |
| MAXFIELD RESEARCH AND CONSULTING       | 5/24/19 | COMPREHENSIVE HOUSING CONS       | GENERAL FUND        | ECONOMIC DEVELOPMENT   | 17,000.00_ |
|  |         | TOTAL:                           |                     |                        | 17,000.00  |
| MEDIACOM                               | 5/24/19 | HIGH SPEED INTERNET              | GENERAL FUND        | PAVED STREETS          | 129.95_    |
|  |         | TOTAL:                           |                     |                        | 129.95     |
| MINNESOTA DEPARTMENT OF HEALTH         | 5/24/19 | COMMUNITY WATER SUPPLY SER WATER |                     | O-DISTR METERS         | 6,609.00_  |
|  |         | TOTAL:                           |                     |                        | 6,609.00   |
| MINNESOTA DEPARTMENT OF PUBLIC SAFETY  | 5/24/19 | 3 DANGEROUS DOG WARNING TA       | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 18.00      |
|  | 5/24/19 | 6 DANGEROUS DOG WARNING SI       | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 45.48      |
|  | 5/24/19 | SHIPPING OF TAGS/SIGNS           | GENERAL FUND        | ANIMAL CONTROL ENFORCE | 12.00_     |
|  |         | TOTAL:                           |                     |                        | 75.48      |
| MINNESOTA ENERGY RESOURCES CORP        | 5/24/19 | GAS SERVICE                      | RECREATION          | PARK AREAS             | 332.45     |
|  | 5/24/19 | GAS SERVICE                      | WATER               | O-PURIFY MISC          | 143.90     |
|  | 5/24/19 | GAS SERVICE                      | WATER               | O-DISTR MISC           | 87.60      |
|  | 5/24/19 | GAS SERVICE                      | WATER               | O-DISTR MISC           | 40.92      |
|  | 5/24/19 | GAS SERVICE                      | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 87.60      |
|  | 5/24/19 | GAS SERVICE                      | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 40.92      |
|  | 5/24/19 | GAS SERVICE                      | ELECTRIC            | O-DISTR MISC           | 175.21     |
|  | 5/24/19 | GAS SERVICE                      | ELECTRIC            | O-DISTR MISC           | 40.92_     |
|  |         | TOTAL:                           |                     |                        | 949.52     |
| MINNESOTA FIRE SERVICE CERTIFICATION B | 5/24/19 | FIREFIGHTER I & II CERTIFY       | GENERAL FUND        | FIRE ADMINISTRATION    | 230.00_    |
|  |         | TOTAL:                           |                     |                        | 230.00     |
| MISCELLANEOUS V SCHMIT ETHAN S         | 5/24/19 | REFUND OF DEPOSITS-ACCTS F       | ELECTRIC            | NON-DEPARTMENTAL       | 41.12      |
| SCHMIT ETHAN S                         | 5/24/19 | REFUND OF DEPOSITS-ACCTS F       | ELECTRIC            | ACCTS-RECORDS & COLLEC | 0.97       |
| WALKER REGINA C                        | 5/24/19 | REFUND OF DEPOSITS-ACCTS F       | ELECTRIC            | NON-DEPARTMENTAL       | 12.28      |
| WALKER REGINA C                        | 5/24/19 | REFUND OF DEPOSITS-ACCTS F       | ELECTRIC            | ACCTS-RECORDS & COLLEC | 0.96_      |
|  |         | TOTAL:                           |                     |                        | 55.33      |
| MISSOURI RIVER ENERGY SERVICES         | 5/24/19 | ANNUAL MEETING REG-HAIN          | ELECTRIC            | ADMIN OFFICE SUPPLIES  | 75.00      |
|  | 5/24/19 | LARAMIE RIVER TOUR DEPOSIT       | ELECTRIC            | ADMIN MISC             | 200.00     |
|  | 5/24/19 | ANNUAL MEETING REG-HARMON        | ELECTRIC            | ADMIN MISC             | 25.00_     |
|  |         | TOTAL:                           |                     |                        | 300.00     |
| MTI DISTRIBUTING INC                   | 5/24/19 | TORO MOWER PARTS                 | RECREATION          | PARK AREAS             | 339.62_    |
|  |         | TOTAL:                           |                     |                        | 339.62     |
| NCL OF WISCONSIN INC                   | 5/24/19 | PETRI DISHES, LAB GLASSWAR       | MUNICIPAL WASTEWAT  | O-PURIFY LABORATORY    | 985.85_    |
|  |         | TOTAL:                           |                     |                        | 985.85     |
| NEOPOST USA INC                        | 5/24/19 | POSTAGE MACHINE SUPPLIES         | DATA PROCESSING     | COPIER/FAX             | 173.00_    |
|  |         | TOTAL:                           |                     |                        | 173.00     |
| NICOLE R KEMPEMA                       | 5/24/19 | CLEANING CINCO DE MAYO           | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 64.13      |
|  | 5/24/19 | CLEANING WHS CONCERT             | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 96.19      |



| VENDOR SORT KEY                        | DATE    | DESCRIPTION                | FUND               | DEPARTMENT             | AMOUNT_   |
|--|---------|----------------------------|--------------------|------------------------|-----------|
|  |         |                            |                    | TOTAL:                 | 160.32    |
| NOBLES COOPERATIVE ELECTRIC            | 5/24/19 | ELECTRIC SERVICE           | WATER              | O-PUMPING              | 15.00     |
|  | 5/24/19 | ELECTRIC SERVICE           | WATER              | O-PUMPING              | 15.00_    |
|  |         |                            |                    | TOTAL:                 | 30.00     |
| NOBLES COUNTY AUDITOR/TREASURER        | 5/24/19 | MAY LEGAL SERVICES         | GENERAL FUND       | PROSECUTION            | 18,803.16 |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | WATER              | O-DISTR RENTS          | 153.76    |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | WATER              | ADMIN RENT             | 307.53    |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | MUNICIPAL WASTEWAT | O-PURIFY MISC          | 123.01    |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | MUNICIPAL WASTEWAT | ADMIN RENT             | 246.02    |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | ELECTRIC           | O-DISTR RENTS          | 738.06    |
|  | 5/24/19 | LEASE PAYMENT UTILITIES    | ELECTRIC           | ADMIN RENT             | 1,506.89_ |
|  |         |                            |                    | TOTAL:                 | 21,878.43 |
| NOBLES COUNTY RECORDER                 | 5/24/19 | RECORD RESOLUTION 2019-03- | GENERAL FUND       | ENGINEERING ADMIN      | 46.00_    |
|  |         |                            |                    | TOTAL:                 | 46.00     |
| ONE OFFICE SOLUTION                    | 5/24/19 | CHAIRMAT, ENVELOPES, POST  | GENERAL FUND       | CLERK'S OFFICE         | 124.54    |
|  | 5/24/19 | COLOR PAPER, NOTES         | GENERAL FUND       | ENGINEERING ADMIN      | 8.67      |
|  | 5/24/19 | FOLDERS, INDEX PAPER       | GENERAL FUND       | ENGINEERING ADMIN      | 18.03     |
|  | 5/24/19 | COLOR PAPER, NOTES         | GENERAL FUND       | ECONOMIC DEVELOPMENT   | 17.36     |
|  | 5/24/19 | FOLDERS, INDEX PAPER       | GENERAL FUND       | ECONOMIC DEVELOPMENT   | 9.99      |
|  | 5/24/19 | KLEENEX, COFFEE FILTERS    | GENERAL FUND       | GENERAL GOVT BUILDINGS | 56.88     |
|  | 5/24/19 | MAILER DISK                | GENERAL FUND       | SECURITY CENTER        | 5.88      |
|  | 5/24/19 | MAILER DISK                | GENERAL FUND       | SECURITY CENTER        | 5.89      |
|  | 5/24/19 | CORRECTION TAPE            | GENERAL FUND       | SECURITY CENTER        | 2.12      |
|  | 5/24/19 | CORRECTION TAPE            | GENERAL FUND       | SECURITY CENTER        | 2.02      |
|  | 5/24/19 | ENVELOPES-PAYROLL          | DATA PROCESSING    | DATA PROCESSING        | 537.32    |
|  | 5/24/19 | ENVELOPES-ACCTS PAYABLE    | DATA PROCESSING    | DATA PROCESSING        | 222.86_   |
|  |         |                            |                    | TOTAL:                 | 1,011.56  |
| OPTUM BANK                             | 5/24/19 | HSA MONTHLY ADMIN FEE      | GENERAL FUND       | GENERAL GOVT BUILDINGS | 56.25_    |
|  |         |                            |                    | TOTAL:                 | 56.25     |
| OXFORD AUTOMOTIVE EXTERIORS LLC        | 5/24/19 | #24 REPAIR AIR CONDITIONIN | GENERAL FUND       | POLICE ADMINISTRATION  | 29.27     |
|  | 5/24/19 | #24 REPAIR AIR CONDITIONIN | GENERAL FUND       | POLICE ADMINISTRATION  | 42.00     |
|  | 5/24/19 | #24 REPAIR TAILLAMP        | GENERAL FUND       | POLICE ADMINISTRATION  | 466.54    |
|  | 5/24/19 | #24 REPAIR TAILLAMP        | GENERAL FUND       | POLICE ADMINISTRATION  | 42.00_    |
|  |         |                            |                    | TOTAL:                 | 579.81    |
| PAUSTIS WINE COMPANY                   | 5/24/19 | WINE                       | LIQUOR             | NON-DEPARTMENTAL       | 880.00    |
|  | 5/24/19 | WINE                       | LIQUOR             | NON-DEPARTMENTAL       | 329.00    |
|  | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 84.00     |
|  | 5/24/19 | FREIGHT                    | LIQUOR             | O-GEN MISC             | 12.50     |
|  | 5/24/19 | FREIGHT                    | LIQUOR             | O-GEN MISC             | 5.25      |
|  | 5/24/19 | FREIGHT                    | LIQUOR             | O-GEN MISC             | 1.75_     |
|  |         |                            |                    | TOTAL:                 | 1,312.50  |
| PEPSI COLA BOTTLING CO OF PIPESTONE, M | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 62.95_    |
|  |         |                            |                    | TOTAL:                 | 62.95     |
| PHILLIPS WINE & SPIRITS INC            | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 4,702.24  |
|  | 5/24/19 | WINE                       | LIQUOR             | NON-DEPARTMENTAL       | 1,509.17  |
|  | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 31.20     |
|  | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 3,985.10  |



| VENDOR SORT KEY                   | DATE    | DESCRIPTION                | FUND               | DEPARTMENT             | AMOUNT_   |
|-----------------------------------|---------|----------------------------|--------------------|------------------------|-----------|
|                                   | 5/24/19 | WINE                       | LIQUOR             | NON-DEPARTMENTAL       | 2,189.25  |
|                                   | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 427.40    |
|                                   | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 120.00-   |
|                                   | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 50.74-    |
|                                   | 5/24/19 | WINE                       | LIQUOR             | NON-DEPARTMENTAL       | 96.00-    |
|                                   | 5/24/19 | LIQUOR                     | LIQUOR             | NON-DEPARTMENTAL       | 15.00-    |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 73.95     |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 43.94     |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 41.51     |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 123.38    |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 1.69-     |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-SOURCE MISC          | 0.42-     |
|                                   | 5/24/19 | FREIGHT                    | LIQUOR             | O-GEN MISC             | 1.69-     |
|                                   |         |                            |                    | TOTAL:                 | 12,841.60 |
| PLUNKETTS PEST CONTROL INC        | 5/24/19 | QUARTERLY PEST CONTROL     | LIQUOR             | O-GEN MISC             | 80.16_    |
|                                   |         |                            |                    | TOTAL:                 | 80.16     |
| RACOM CORP                        | 5/24/19 | INSTALL NEW BODY CAM EQUIP | GENERAL FUND       | POLICE ADMINISTRATION  | 2,103.75  |
|                                   | 5/24/19 | SPEAKER MICS, EMERGENCY BU | GENERAL FUND       | POLICE ADMINISTRATION  | 386.00    |
|                                   | 5/24/19 | SQUAD #31 PRINTER ISSUES   | GENERAL FUND       | POLICE ADMINISTRATION  | 78.75     |
|                                   | 5/24/19 | INSTALL DOCKING STATION CS | GENERAL FUND       | ANIMAL CONTROL ENFORCE | 157.50_   |
|                                   |         |                            |                    | TOTAL:                 | 2,726.00  |
| RADIO WORKS LLC                   | 5/24/19 | CITY PLANNER POSITION      | GENERAL FUND       | PERSONNEL & RECRUITMEN | 300.00    |
|                                   | 5/24/19 | CITY PLANNER POSITION      | GENERAL FUND       | PERSONNEL & RECRUITMEN | 225.00_   |
|                                   |         |                            |                    | TOTAL:                 | 525.00    |
| RED BULL DISTRIBUTION COMPANY INC | 5/24/19 | MIX                        | LIQUOR             | NON-DEPARTMENTAL       | 194.30_   |
|                                   |         |                            |                    | TOTAL:                 | 194.30    |
| TRICKERS                          | 5/24/19 | RAMERTH BUSINESS SESSION   | GENERAL FUND       | SECURITY CENTER        | 10.00     |
|                                   | 5/24/19 | RAMERTH BUSINESS SESSION   | GENERAL FUND       | SECURITY CENTER        | 10.00_    |
|                                   |         |                            |                    | TOTAL:                 | 20.00     |
| RUNNINGS SUPPLY INC-ACCT#9502440  | 5/24/19 | PLANT LIGHT BULBS          | WATER              | M-PURIFY EQUIPMENT     | 15.98     |
|                                   | 5/24/19 | PLANT LIGHT BULBS          | WATER              | M-PURIFY EQUIPMENT     | 8.49-     |
|                                   | 5/24/19 | PLANT LIGHT BULBS          | WATER              | M-PURIFY EQUIPMENT     | 48.98     |
|                                   | 5/24/19 | TREATMENT PLANT AIR LINE   | WATER              | M-PURIFY EQUIPMENT     | 86.74     |
|                                   | 5/24/19 | FASTENERS                  | WATER              | M-PURIFY EQUIPMENT     | 6.90      |
|                                   | 5/24/19 | #308 COUPLER, #332 TOOL    | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 54.98     |
|                                   | 5/24/19 | #300 RAGS                  | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 38.97     |
|                                   | 5/24/19 | BATTERY FOR LIFT STATION   | MUNICIPAL WASTEWAT | M-SOURCE MAINS & LIFTS | 39.98     |
|                                   | 5/24/19 | TRASH BAGS FOR WET WELL    | MUNICIPAL WASTEWAT | M-PURIFY EQUIPMENT     | 25.58     |
|                                   | 5/24/19 | PRIMER                     | MUNICIPAL WASTEWAT | M-PURIFY EQUIPMENT     | 15.96_    |
|                                   |         |                            |                    | TOTAL:                 | 325.58    |
| RUNNINGS SUPPLY INC-ACCT#9502485  | 5/24/19 | PROTECTANT WIPES           | GENERAL FUND       | POLICE ADMINISTRATION  | 15.96     |
|                                   | 5/24/19 | NITRILE GLOVES, ORGANIZER  | GENERAL FUND       | FIRE ADMINISTRATION    | 57.53     |
|                                   | 5/24/19 | TRASH BAGS, STRAT VALVE    | GENERAL FUND       | ANIMAL CONTROL ENFORCE | 24.97     |
|                                   | 5/24/19 | SPRAYER                    | GENERAL FUND       | PAVED STREETS          | 16.99     |
|                                   | 5/24/19 | EXCHANGE SPRAYER           | GENERAL FUND       | PAVED STREETS          | 1.00      |
|                                   | 5/24/19 | HITCH PIN, SLEDGE HAMMER   | RECREATION         | RECREATION PROGRAMS    | 23.98     |
|                                   | 5/24/19 | GAUGE PENCIL               | RECREATION         | SOCCER COMPLEX         | 5.49      |
|                                   | 5/24/19 | PUSH MOWER                 | RECREATION         | PARK AREAS             | 499.99    |
|                                   | 5/24/19 | CULVERT MARKER             | RECREATION         | PARK AREAS             | 6.77      |



| VENDOR SORT KEY                       | DATE    | DESCRIPTION                | FUND                | DEPARTMENT             | AMOUNT_    |
|---------------------------------------|---------|----------------------------|---------------------|------------------------|------------|
|                                       | 5/24/19 | OLSON FIRE RING PINS       | RECREATION          | OLSON PARK CAMPGROUND  | 3.30       |
|                                       | 5/24/19 | SOCKET ADAPTOR             | ELECTRIC            | O-DISTR MISC           | 9.98       |
|                                       |         |                            |                     | TOTAL:                 | 665.96     |
| SANFORD HEALTH                        | 5/24/19 | HEPATITIS B VACCINE        | SAFETY PROMO/LOSS   | HEALTH/SAFETY/FITNESS  | 236.00_    |
|                                       |         |                            |                     | TOTAL:                 | 236.00     |
| SCHWALBACH                            | 5/24/19 | SOCKET WRENCHES            | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 29.25_     |
|                                       |         |                            |                     | TOTAL:                 | 29.25      |
| SCHWALBACH ACE #6067                  | 5/24/19 | SAMPLE SHIPPING            | WATER               | O-PURIFY MISC          | 16.33      |
|                                       | 5/24/19 | TOOLS                      | WATER               | O-DIST UNDERGRND LINES | 34.99_     |
|                                       |         |                            |                     | TOTAL:                 | 51.32      |
| SHORT ELLIOTT HENDRICKSON INC         | 5/24/19 | 10TH AVE BRIDGE            | IMPROVEMENT CONST   | 10TH AVE BRIDGE & ST R | 3,729.56_  |
|                                       |         |                            |                     | TOTAL:                 | 3,729.56   |
| SOUTHERN GLAZER'S WINE AND SPIRITS LL | 5/24/19 | LIQUOR                     | LIQUOR              | NON-DEPARTMENTAL       | 2,086.80   |
|                                       | 5/24/19 | WINE                       | LIQUOR              | NON-DEPARTMENTAL       | 138.85     |
|                                       | 5/24/19 | LIQUOR                     | LIQUOR              | NON-DEPARTMENTAL       | 2,643.86   |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 30.89      |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 4.47       |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 9.25       |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 5.55       |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 43.62_     |
|                                       |         |                            |                     | TOTAL:                 | 4,963.29   |
| THYSSENKRUPP ELEVATOR CORP            | 5/24/19 | QUARTERLY ELEVATOR SERVICE | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 424.33_    |
|                                       |         |                            |                     | TOTAL:                 | 424.33     |
| VEOLIA WATER NORTH AMERICA            | 5/24/19 | CONTRACT OPERATIONS WWTF-M | INDUSTRIAL WASTEWAT | O-PURIFY MISC          | 51,600.11_ |
|                                       |         |                            |                     | TOTAL:                 | 51,600.11  |
| VERIZON WIRELESS                      | 5/24/19 | MONTHLY WIRELESS SERVICE   | WATER               | O-DISTR MISC           | 40.01      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | WATER               | O-DISTR MISC           | 57.68      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | WATER               | O-DISTR MISC           | 60.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | WATER               | O-DISTR MISC           | 33.68      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 40.01      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 50.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | MUNICIPAL WASTEWAT  | O-SOURCE MAINS & LIFTS | 50.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | MUNICIPAL WASTEWAT  | O-PURIFY SUPERVISION   | 88.38      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | O-DISTR SUPER & ENG    | 40.01      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | O-DISTR SUPER & ENG    | 40.01      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | O-DISTR SUPER & ENG    | 50.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | O-DISTR SUPER & ENG    | 60.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | O-DISTR MISC           | 52.68      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | ADMIN OFFICE SUPPLIES  | 60.89      |
|                                       | 5/24/19 | MONTHLY WIRELESS SERVICE   | ELECTRIC            | ACCTS-METER READING    | 60.89_     |
|                                       |         |                            |                     | TOTAL:                 | 788.69     |
| VINOCOPIA INC                         | 5/24/19 | LIQUOR                     | LIQUOR              | NON-DEPARTMENTAL       | 286.71     |
|                                       | 5/24/19 | WINE                       | LIQUOR              | NON-DEPARTMENTAL       | 568.00     |
|                                       | 5/24/19 | MIX                        | LIQUOR              | NON-DEPARTMENTAL       | 120.00     |
|                                       | 5/24/19 | WINE                       | LIQUOR              | NON-DEPARTMENTAL       | 560.00     |
|                                       | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 17.50_     |
|                                       |         |                            |                     | TOTAL:                 | 1,552.21   |



| VENDOR SORT KEY                        | DATE    | DESCRIPTION                | FUND                | DEPARTMENT             | AMOUNT_     |
|--|---------|----------------------------|---------------------|------------------------|-------------|
| CASEY ALLEN VORTHERMS                  | 5/24/19 | SNOW REMOVAL 12/18-3/19    | LIQUOR              | O-GEN MISC             | 3,050.00_   |
|  |         |                            |                     | TOTAL:                 | 3,050.00    |
| WAL MART COMMUNITY/RFCSLLC             | 5/24/19 | VOLUNTEER APPRECIATION     | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 43.24       |
|  | 5/24/19 | CLEANING SUPPLIES          | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 15.35       |
|  | 5/24/19 | STAMPS                     | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 11.00       |
|  | 5/24/19 | SUPPLIES                   | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 51.32       |
|  | 5/24/19 | SUPPLIES                   | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 21.49       |
|  | 5/24/19 | MOVIE                      | MEMORIAL AUDITORIUM | MEMORIAL AUDITORIUM    | 21.33_      |
|  |         |                            |                     | TOTAL:                 | 163.73      |
| WILCON CONSTRUCTION SERVICES LLC       | 5/24/19 | PUBLIC WORKS BLDG REMODEL  | GENERAL FUND        | NON-DEPARTMENTAL       | 6,200.00-   |
|  | 5/24/19 | PUBLIC WORKS BLDG REMODEL  | GENERAL FUND        | PAVED STREETS          | 124,000.00_ |
|  |         |                            |                     | TOTAL:                 | 117,800.00  |
| WINE MERCHANTS                         | 5/24/19 | WINE                       | LIQUOR              | NON-DEPARTMENTAL       | 480.00      |
|  | 5/24/19 | FREIGHT                    | LIQUOR              | O-SOURCE MISC          | 8.45_       |
|  |         |                            |                     | TOTAL:                 | 488.45      |
| WORTHINGTON CABLE 3 TV PUBLIC ACCESS   | 5/24/19 | FRANCHISE FEE-APRIL-MEDIAC | CABLE TELEVISION    | CABLE                  | 3,486.05    |
|  | 5/24/19 | FRANCHISE FEE-1ST QTR-CLAR | CABLE TELEVISION    | CABLE                  | 22,415.10_  |
|  |         |                            |                     | TOTAL:                 | 25,901.15   |
| WORTHINGTON FOOTWEAR & REPAIR          | 5/24/19 | STEEL TOED BOOTS           | MUNICIPAL WASTEWAT  | O-PURIFY MISC          | 206.40_     |
|  |         |                            |                     | TOTAL:                 | 206.40      |
| WORTHINGTON PRINTING CO INC            | 5/24/19 | 3 PART RECEIPTS, PLUMBING  | GENERAL FUND        | ENGINEERING ADMIN      | 24.11       |
|  | 5/24/19 | 3 PART RECEIPTS, PLUMBING  | GENERAL FUND        | ECONOMIC DEVELOPMENT   | 406.89_     |
|  |         |                            |                     | TOTAL:                 | 431.00      |
| WW COMMUNICATIONS AND SECURITY SPECIAL | 5/24/19 | ANNUAL FIRE ALARM TEST/INS | GENERAL FUND        | CENTER FOR ACTIVE LIVI | 424.50_     |
|  |         |                            |                     | TOTAL:                 | 424.50      |
| WYCOFF DANNY                           | 5/24/19 | LIQUOR MANAGER MEETING     | LIQUOR              | O-GEN MISC             | 80.04       |
|  | 5/24/19 | MILEAGE 3/1-3/29/19        | LIQUOR              | O-GEN MISC             | 34.39       |
|  | 5/24/19 | MILEAGE 3/30-5/2/19        | LIQUOR              | O-GEN MISC             | 34.34       |
|  | 5/24/19 | SUPPLIES                   | LIQUOR              | O-GEN MISC             | 89.88_      |
|  |         |                            |                     | TOTAL:                 | 238.65      |
| YMCA                                   | 5/24/19 | 2019 CONTRACT PAYMENT      | RECREATION          | RECREATION PROGRAMS    | 4,366.67    |
|  | 5/24/19 | TESSIER'S INV# TES037008   | AQUATIC CENTER FAC  | AQUATIC CENTER FACILIT | 669.68_     |
|  |         |                            |                     | TOTAL:                 | 5,036.35    |



VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

|     |                         |            |
|-----|-------------------------|------------|
| 101 | GENERAL FUND            | 177,908.41 |
| 202 | MEMORIAL AUDITORIUM     | 2,163.30   |
| 229 | RECREATION              | 10,003.02  |
| 231 | ECONOMIC DEV AUTHORITY  | 97.47      |
| 401 | IMPROVEMENT CONST       | 4,179.56   |
| 428 | NEWCASTLE TOWNHOMES     | 306.25     |
| 431 | AQUATIC CENTER FACILITY | 8,740.06   |
| 601 | WATER                   | 30,848.55  |
| 602 | MUNICIPAL WASTEWATER    | 27,153.72  |
| 604 | ELECTRIC                | 20,229.33  |
| 605 | INDUSTRIAL WASTEWATER   | 82,251.72  |
| 606 | STORM WATER MANAGEMENT  | 1,756.18   |
| 609 | LIQUOR                  | 120,828.98 |
| 612 | AIRPORT                 | 2,923.39   |
| 702 | DATA PROCESSING         | 1,083.10   |
| 703 | SAFETY PROMO/LOSS CTRL  | 236.00     |
| 872 | CABLE TELEVISION        | 25,901.15  |

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GRAND TOTAL: 516,610.19  
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TOTAL PAGES: 11