

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, October 14, 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 - HEARING ON PROPOSED ASSESSMENTS - ENGINEERING CASE ITEM 1 (BLUE)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. PUBLIC HEARING - NOBLES HOME INITIATIVE REQUEST (PARCEL ID#31-2658-000 - 1615 OKABENA STREET) COMMUNITY DEVELOPMENT CASE ITEM 1 (GRAY)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- F. PUBLIC HEARING - NOBLES HOME INITIATIVE REQUEST (PARCEL ID# 31-3776-895 - 1953 WOODLAND COURT) COMMUNITY DEVELOPMENT CASE ITEM 2 (GRAY)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing

**G. CONSENT AGENDA**

1. CITY COUNCIL MINUTES (WHITE)
  - a. Regular City Council Meeting Minutes of September 23, 2019
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Planning Commission Minutes of October 1, 2019
  - b. Safe Roads Coalition Minutes of October 1, 2019
  - c. Economic Development Authority Minutes of September 23, 2019
  - d. Water & Light Commission Minutes of September 16, 2019
  - e. Convention & Visitors Bureau Minutes of August 28, 2019
  - f. Housing & Redevelopment Authority Minutes of August 27, 2019
  - g. YMCA Board Minutes of August 12, 2019
  - h. YMCA Board Minutes of June 24, 2019
  - i. YMCA Board Minutes of May 20, 2019
3. FINANCIAL STATEMENTS (LAVENDER)
  - a. General Fund Statement of Revenues and Expenditures - Budget and Actual - for the Period of January 1, 2019 through September 30, 2019
  - b. Municipal Liquor Store Income Statement for the Period of January 1, 2019 through September 30, 2019
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

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

Case Items

1. Third Reading Proposed Ordinance to Amend Title XV of the City Code of Worthington, Nobles County, Minnesota - Planned Unit Development Amendment (PUD) - Lake Shore Park Condominium Association
2. Third Reading Proposed Ordinance - To Rezone Property from "T-Z"

(Transition Zone) and "R-3" (Low Density Preservation Residential District) to "R-2" (One Family, Low Density District)

3. Third Reading Proposed Ordinance - To Rezone Property from "R-1" (One Family Detached) to "R-2" - (One Family, Low Density District)
4. Third Reading Proposed Ordinance - To Rezone Property from "R-1" (One Family Detached) to "R-4" (Medium Density Residential District)
5. Third Reading Proposed Ordinance - To Rezone Property from "R-1" (One Family Detached) to "B-3" (General Business District)
6. Third Reading Proposed Ordinance Amending Title XV of the City Code of Worthington, Nobles County, Minnesota - Text Amendment
7. Declare Fire Department Pumper Truck #5 as Surplus Property

**I. CITY COUNCIL BUSINESS - PUBIC SAFETY (TAN)**

Case Items

1. Acceptance of Program Funds

**J. CITY COUNTY BUSINESS - ENGINEERING (BLUE)**

Case Items

2. Professional Services for Investigation of Pipes Under Proposed Field House Building
3. Memorandum of Understanding and Distribution of Costs for Environmental and Geotechnical Services
4. Amendment 2 to Dugdale Property Residential Development Professional Services Agreement

**K. CITY COUNTY BUSINESS - COMMUNITY DEVELOPMENT (GRAY)**

Case Items

3. Conditional Use Permit - Certain Property East C.S.A.H. 5 (Read Avenue)

and North of C.S.A.H. 35

4. Proposed Text Amendment - City of Worthington

**L. 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

**M. CITY ADMINISTRATOR REPORT**

**N. ADJOURNMENT**



**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, SEPTEMBER 23, 2019**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Pro Tem Mike Harmon with the following Council Members present: Larry Janssen, Chad Cummings, Amy Ernst. Mike Kuhle and Alan Oberloh (excused absence).

Staff present: Steve Robinson, City Administrator; Jason Brisson, Assistant City Administrator/Director of Economic Development; Jeremiah Cromie, City Planner; Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Mindy Eggers, City Clerk.

Others present: Leah Ward, The Globe; Justine Wettschrek, Radio Works; Chris Kielblock; Sharon Johnson; Julie Foote; Josh Miller; John She; Jason Larsen; Kylie Larsen; Nathan Kraft; Ryan Loomens; Jaime Salinas; Pat Shorter; Anne Foley; Bernice Camery.

The Pledge of Allegiance was recited.

**AGENDA CLOSED / APPROVED**

Steve Robinson, City Administrator, stated that staff is requesting that Item *F. 1. Life Saving Awards* be removed from the agenda due to scheduling conflicts. The item will be brought back to Council in October.

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to close / approve the agenda with the proposed changes.

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting Minutes of September 9, 2019
- Public Arts Commission Minutes of September 3, 2019
- Park & Recreation Advisory Board Minutes of September 5, 2019
- Municipal Liquor Store Income Statement for the Period of January 1, 2019 through August 31, 2019
- Storm Water Utility Credits and Adjustments
- Bills payable and totaling \$2,878,234.82 be ordered paid

**RESOLUTION NO. 2019-09-69 ADOPTED AUTHORIZING ISSUANCE AND AWARDING  
SALE OF \$9,595,000 GENERAL OBLIGATION BONDS, SERIES 2019A**

Steve Robinson, City Administrator, noted a correction reflecting a reduction to the bond sale amount listed in the agenda, to \$9,595,000 based on the bids received earlier that day. Rebecca Kurtz, Ehlers and Associates, was present at the meeting and told Council the City had a rating call prior to the bid, and she congratulated the City on Standard and Poors' reaffirming the City's AA-

rating. She said the City has very strong budgetary flexibility, and the rating was reflected in the bids received today. Eight bids were received, and Ehlers was recommending the sale of the Bond be to Northland Securities, Minneapolis, MN at 2.0831% interest. With the lower bond amount, Ms. Kurtz said the City would still receive the \$9,595,000 needed for the project. They were recommending award of the sale to Northland Securities, Minneapolis, MN.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adopt the following resolution authorizing issuance and awarding sale of \$9,595,000 General Obligation Bond, Series 2019A.

RESOLUTION NO. 2019-09-69

RESOLUTION RELATING TO \$9,595,000 GENERAL OBLIGATION BONDS, SERIES 2019A; AUTHORIZING THE ISSUANCE, AWARDING THE SALE, FIXING THE FORM AND DETAILS, PROVIDING FOR THE EXECUTION AND DELIVERY THEREOF AND THE SECURITY THEREFOR AND LEVYING AD VALOREM TAXES FOR THE PAYMENT THEREOF

(Refer to Resolution File for complete copy of Resolution)

**HEARD PRESENTATION BY SHARON JOHNSON, DISTRICT 518 COMMUNITY EDUCATION - WOMEN OF VISION**

Sharon Johnson, District 518 Community Education, provided information on the Women of Vision project that was funded by a grant from the Southwest Initiative Fund. Ms. Johnson explained that the purpose was to bring local women together to share ideas and insights related to the future of the Worthington Area. She explained the committee met and identified needs and have suggested positive solutions. They are now sharing the information gathered with community groups and elected officials. Ms. Johnson introduced the committee members that were in attendance and worked on the project, they were Jule Foote, Ann Foley, Bernice Camery.

Staff explained that some of the amenities that they identified are projects in the process of being done in the next year or two.

Council thanked the group for coming and sharing their ideas.

**APPOINTMENT OF WORTHINGTON FIRE DEPARTMENT FIRE CHIEF**

Steve Robinson, City Administrator stated that the City's Personnel Policy for Firefighters and Standard Operating Guidelines for the Worthington Fire Department note that City Council shall appoint a person fully qualified to serve as the Fire Chief, taking into account the recommendation of the Fire Department personnel.

On September 10, 2019 members of the fire department met and have forwarded the recommendation to appoint Jason Larsen as the Chief. Mr. Larsen has served on the department for the past 10 years.

Mr. Robinson explained the Chief shall have general supervision of the department at all times and have control over all apparatus, equipment and supplies and command over all persons who are employees of the department. The Chief reports to the Director of Public Safety.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to appoint Jason Larsen as the Worthington Fire Department Chief.

**THIRD READING AND ORDINANCE NO. 1146 ADOPTED TO AMEND THE WORTHINGTON CITY CODE, TITLE V, CHAPTER 54, SECTION 54.10 (E) (a) 4.H. - RELATING TO STORM WATER PROTECTION**

Pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance - amending the Worthington City Code, Title V, Chapter 54, Section 54.0, (E) (4) (a) 4.H. relating to storm water protection.

Adoption of the proposed ordinance will update the existing ordinance to include all of the necessary provisions associated with mitigation. For clarity the ordinance rewrites all of the mitigation provisions.

A motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously approved to give a third reading and subsequently adopt the following ordinance:

ORDINANCE NO. 1146

AN ORDINANCE TO AMEND THE WORTHINGTON CITY CODE, TITLE V, CHAPTER 54, SECTION 54.10 (E) (a) 4.H. - RELATING TO STORM WATER PROTECTION

(Refer to Ordinance File for complete copy of ordinance)

**SECOND READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - PLANNED UNIT DEVELOPMENT AMENDMENT (PUD 5) - LAKE SHORE PARK CONDOMINIUM ASSOCIATION**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Amend Title XV of the City Code of Worthington, Nobles County, Minnesota - Planned Unit Development Amendment (PUD) - Lake Shore Park Condominium Association.

The proposed ordinance would amend and make the maximum deck size 216 square feet and the

maximum landing size 16 square feet. The legal description of the property is:

Lots 1, 2, 3 and the Northeasterly 50 feet of Lot 4, Block 1, Okabena Addition to the City of Worthington, and Lot 3, the alley between Lots 3 and 4, the southwesterly 109 feet of Lot 4, and the southwesterly 109 feet of Lot 5, all in Block 12, Original Plat, City of Worthington

TOGETHER WITH

That part of Government Lot 4 of Section 23, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows:

Beginning at the most westerly corner of Lot 1 of Block 19 of the Original Plat of the Village (now City) of Worthington, according to the recorded plat thereof; thence on an assumed bearing of South 45 degrees 00 minutes 00 seconds East, along the southwesterly line of said Block 19 and its southeasterly extension, a distance of 122.00 feet to the most westerly corner of Block 12 of said Original plat; thence continuing South 45 degrees 00 minutes 00 seconds East, along the southwesterly line of said Block 12, a distance of 176.21 feet to the most southerly corner of Lot 3 of said Block 12; thence South 2 degrees 28 minutes 11 seconds West a distance of 94.99 feet to the southwesterly line of Eight Street as platted; thence South 45 degrees 00 minutes 00 seconds East a distance of 130.000 feet to the most northerly corner of Block 1 of Okabena Addition to the Village (now City) of Worthington, according to the recorded plat thereof; thence South 44 degrees 56 minutes 30 seconds West, along the northwesterly line of said Block 1, a distance of 209.00 feet to the northwest corner of said Block 1; thence continuing South 44 degrees 56 minutes 30 seconds West a distance of 134 feet more or less, to the shoreline of Okabena Lake, thence northerly, along said shoreline, a distance of 620 feet, more or less, to a line that bears South 44 degrees 56 minutes 30 seconds East a distance of 113 feet, more or less, to the point of beginning, containing 2.72 acres, more or less, subject to easements now of record in said county and state. Total Acres with Plat 3.70 acres, more or less.

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

**SECOND READING PROPOSED ORDINANCE - TO REZONE PROPERTY FROM "T-Z" (TRANSITION ZONE) AND "R-3" (LOW DENSITY PRESERVATION RESIDENTIAL DISTRICT) TO "R-2" (ONE FAMILY, LOW DENSITY DISTRICT) - DK BUILDERS**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Rezone Property from "T-Z" (Transition Zone) and "R-3" (Low Density Preservation Residential District) to "R-2" (One Family, Low Density District).

The proposed ordinance would rezone certain property from its current "T-Z" Transitional Zone and "R-3" Low Density Preservation Residential District to "R-2" One Family, Low Density District. The legal description of the property is:

That part of the 3.08 acre tract located in the South Half of the Southeast Quarter (S1/2 SE1/4) of Section Twenty-four (24), Township One Hundred Two (102), Range Forty (40), formerly Railroad Right of Way between Sunny View Addition and Circle Addition (a/k/a Parcel #2 Map #V-10-M-1) lying east of a line which passes through the east corner of Block Ten (10), Sunny View Addition, which line is parallel to the East line of Section Twenty-four (24), Township One Hundred Two (102), Range Forty (40), all in the City of Worthington, Nobles County, Minnesota;

TOGETHER WITH

That part of the tract located in the South Half of the Southeast Quarter (S1/2 SE1/4), Section Twenty-four (24), Township One Hundred Two (102), Range Forty (40), formerly Railroad Right of Way south of Sunny View Addition (a/k/a Parcel #3 Map #V- 9-M-4) lying east of a line which passes through the east corner of Block Ten (10), Sunny View Addition, which line is parallel to the east line of Section Twenty-four (24), Township One Hundred Two (102), Range Forty (40), all in the City of Worthington, Nobles County, Minnesota.

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

**SECOND READING PROPOSED ORDINANCE - TO REZONE PROPERTY FROM "R-1" (ONE FAMILY DETACHED) TO "R-2" - ONE FAMILY, LOW DENSITY DISTRICT) - YELLOW COMPANY**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Rezone Property from "R-1" (One Family Detached) to "R-2" (One Family, Low Density District). The legal description of the property is:

That part of Outlot A, WORTHINGTON COMMUNITY ADDITION, according to the plat thereof on file at the County Recorder's office, Nobles County, Minnesota, lying easterly of the following described line:

Commencing at the northwest corner of said Outlot A; thence on an assumed bearing of South 89 degrees 07 minutes 22 seconds East, along the north line of said Outlot A, a distance of 536.48 feet to the point of the beginning of the line to be described; thence South 00 degrees 50 minutes 36 seconds West, a distance of 312.12 feet to the southerly line of said Outlot A, and said line there terminating.

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

unanimously carried to give a second reading to the proposed ordinance.

**SECOND READING PROPOSED ORDINANCE - TO REZONE PROPERTY FROM "R-1" (ONE FAMILY DETACHED) TO "R-4" (MEDIUM DENSITY RESIDENTIAL DISTRICT) - YELLOW COMPANY**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Rezone Property from "R-1" (One Family Detached) to "R-4" - (Medium Density Residential District). The legal description of the property is:

That part of Outlot A, WORTHINGTON COMMUNITY ADDITION, according to the plat thereof on file at the County Recorder's office, Nobles County, Minnesota, described as follows:

Beginning at the northwest corner of said Outlot A; thence on an assumed bearing of South 89 degrees 07 minutes 22 seconds East, along the north line of said Outlot A, a distance of 536.48 feet; thence South 00 degrees 50 minutes 36 seconds West, a distance of 312.12 feet to the southerly line, a distance of 108.10 feet; thence North 00 degrees 01 minute 21 seconds West, a distance of 93.58 feet; thence South 89 degrees 58 minutes 57 seconds West, a distance of 423.92 feet to the west line of said Outlot A; thence North 00 degrees 03 minutes 25 seconds East, along said west line, a distance of 225.05 feet to the point of the beginning.

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

**SECOND READING PROPOSED ORDINANCE TO REZONE PROPERTY FROM "R-1" (ONE FAMILY DETACHED) TO "B-3" (GENERAL BUSINESS DISTRICT) - YELLOW COMPANY**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Rezone Property from "R-1" (One Family Detached) to "B-3" (General Business District). The legal description of the property is:

That part of Outlot A, WORTHINGTON COMMUNITY ADDITION, according to the plat thereof on file at the County Recorder's office, Nobles County, Minnesota, described as follows:

Commencing at the northwest corner of said Outlot A; thence on an assumed bearing of South 89 degrees 07 minutes 22 seconds East, along the north line of said Outlot A, a distance of 536.48 feet; thence South 00 degrees 50 minutes 36 seconds West, a distance of 312.12 feet to the southerly line of said Outlot A; thence North 89 degrees 02 minutes

51 seconds West, along said southerly line, a distance of 108.10 feet to the point of beginning; thence North 00 degrees 01 minute 21 seconds West, a distance of 93.58 feet; thence South 89 degrees 58 minutes 57 seconds West, a distance of 423.92 feet to the west line of said Outlot A; thence South 00 degrees 03 minutes 25 seconds West, along said west line, a distance of 354.13 feet to said southerly line, a distance of 289.35 feet; thence North 00 degrees 01 minute 22 seconds East, along said southerly line, a distance of 102.94 feet; thence South 89 degrees 02 minutes 51 seconds East, along said southerly line, a distance of 135.00 feet; thence North 00 degrees 01 minute 21 seconds West, along said southerly line, a distance of 160.00 feet to the point of beginning.

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

**SECOND READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - TEXT AMENDMENT**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance to Amend Title XV of the City Code of Worthington, Nobles County, Minnesota - Text Amendment. The proposed ordinance would create a new subsection in the Worthington City Code under General Regulations §155.040 Lots and Yards that would include the following provision:

*Setback exceptions for handicap/wheelchair ramps in all R districts. The Zoning Administrator may authorize installation of a handicap/wheelchair ramp within a required setback in accordance with the following criteria:*

*(1) The applicant has submitted a letter from a licensed physician specifying that the handicap/wheelchair ramp is necessary to accommodate a resident of the property.*

*(2) The handicap/wheelchair ramp shall be designed so as to encroach into the required setback the minimum distance feasible. In no case shall the ramp be closer than three feet from a property line unless in the opinion of the Zoning Administrator there is no other feasible alternative to the location of the ramp.*

*(3) The handicap/wheelchair ramp shall not encroach into any recorded easement or into the public right-of-way.*

*(4) The encroachment into the required setback shall be removed when the individual requiring the handicap/wheelchair ramp no longer resides on the property or the ramp is no longer required.*

*(5) The handicap/wheelchair ramp shall be designed and constructed in accordance with the applicable provisions of the Americans with Disabilities Act (ADA).*

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

### **CONSIDERATION OF STREET CLOSURE APPROVED**

Steve Robinson, City Administrator, explained every year on Halloween, large numbers of children and adults participate in festivities on Smith Avenue. For the safety of the public, the Worthington Police Department is recommending a temporary closure of Smith Avenue and a portion of Clary Street. The same closure was approved and occurred successfully without issue or concern in 2018. WPD will have officers and a stand in the area to provide safety items to the children.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the street closure of Smith Avenue and a portion of Clary Street, on October 31, 2019 (Halloween) from 5:00 p.m. to 8:00 p.m.

### **PARK SALES TAX PROJECTS PROFESSIONAL SERVICES PROPOSAL APPROVED**

Todd Wietzema, Public Works Director, explained staff, with the approval of our Parks Sales Tax committee, requested a proposal from Brian Bergstrom of Short Elliott Hendrickson Inc. for design and construction services, for three of our phase 1 sales tax projects. The projects are as follows:

- Centennial Park Shelter
- Slater Park Restroom and Shelter
- Buss Field Restroom

Mr. Wietzema said that Mr. Bergstrom's proposal for these design and construction services calls for a lump sum fee of \$68,000.00 plus some reimbursable expenses. Mr. Wietzema noted staff has had very positive experiences working with Mr. Bergstrom on previous City projects and is supportive of his proposal.

A motion was made by Council Member Janssen, seconded by Council Member Cummings, and unanimously carried to approve the park sales tax projects professional services proposal.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - no report.

Council Member Janssen - no report.

Council Member Oberloh - no report.

Council Member Cummings - no report.

Council Member Ernst - On behalf of the School District they would like to thank the police department for all of their hard work concerning the school threat last Thursday.



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Council Member Harmon - no report.

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

Steve Robinson, City Administrator, stated that he attended the open house for the American Lutheran Church, representatives from the church commended city staff on how easy they were to work with through the construction process. He also attended the JBS Awards ceremony and said one of their employee has had perfect attendance for 29 years.

### **ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 7:42 p.m.

Mindy L. Eggers, MCMC  
City Clerk

**\*DRAFT\***

**Planning Commission/Board of Appeals Minutes  
October 1, 2019**

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

Members Present: Andy Berg, Amy Ernst, Chris Kielblock, Rhina Resendez, Mark Vis, Ben Weber, Amy Woitalewicz.

Members Absent: None.

Others Present: Mandy West, Pulver Towing; Heath Mitchel, Pulving Towing, Leah Ward, Daily Globe; Mark Harmon, Allen Drost, Corky Tate, Ginny Tate, Armand Eshleman, Lyle Ten Haken

Staff Present: Jeremiah Cromie, City Planner; Jason Brisson, Assistant City Administrator/Economic Development Director, Meredith Vaselaar, Engineering/Community Development Secretary, Angela Thiner, Administrative Secretary.

**Approval of Minutes**

A motion to approve the minutes of the September 3, 2019 Planning Commission meeting was made by Ben Weber, seconded by Andy Berg and unanimously carried.

**Planning Commission Business**

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

**Variance - 1080 Collegeway**

A variance application has been submitted by Corky Tate for property he owns at 1080 Collegeway. If approved, the applicant intends to increase the size of his existing deck. The subject property is located in PUD #4. The maximum structure coverage is 40% of the lot size in PUD #4. The variance would allow the applicant to increase the structure coverage to 42% or approximately 100 square feet over the maximum. Staff summarized the request. Chairperson Chris Kielblock called for questions of staff. In response to questions from Commissioner Weber, staff explained by approving a variance without determining a hardship makes it difficult for staff to administrate the zoning ordinance. The Commission discussed a similar request in the past being denied and that property owner finding a solution by purchasing additional property from the golf course which is now under different ownership than at that time. Staff is of the understanding that is not an option for Mr. Tate.

Chris Kielblock opened the public hearing. Corky Tate explained the decking on the existing structure needs to be replaced and in doing so they would like to extend the deck by 3' to be able to better accommodate guests and family visitors. Commissioner Weber discussed the 3-factor test noting there was no unique circumstance for the subject property which would lead toward approval of the requested variance. There was no further discussion. Amy Woitalewicz moved to close the public hearing. Rhina Resendez seconded the motion. The motion passed unanimously.

Additional discussion took place regarding maximum structure coverage vs. property setbacks. Amy Ernst stated she felt the uniqueness of the property was that it abuts the golf course. Ben Weber moved to recommend denial of the requested variance. The motion was seconded by Amy Woitalewicz and passed unanimously.

Jeremiah Cromie noted the decision of the Planning Commission would be final after the 7-day appeal period.

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

#### **Variance - Pulver Towing**

Pulver Towing has submitted a variance application for property owned by D&H Storage LLC, located approximately 267 feet east of Read Avenue and 467 feet north of County Road 35. If approved the applicant would be allowed to pave the access drives in an 18 month time frame instead of the required 12 months as stated in the Zoning Ordinance.

After staff's summary, Chairman Kielblock called for questions of staff. Ben Weber asked for verification of when the 12-month time frame would begin. Staff explained the 12-months starts when the development commences.

Chris Kielblock opened the public hearing. Amy Woitalewicz asked for the reason for the requested extension. Al Drost noted financial reasons. Lyle Ten Haken, representing the Condo Association, stated they had no concerns regarding the requested variance or the next item on the agenda of the requested CUP. Amy Woitalewicz noted she also spoke with a neighboring property owner who said they also had no concerns. Commissioner Woitalewicz stated financial reasons do not constitute a hardship. There was no further discussion. Ben Weber moved to close the public hearing. Mark Vis seconded the motion and it unanimously passed.

In response to questions from Commissioner Woitalewicz, staff explained the neighboring property owner is not required to hard surface due the use of the property being storage building which falls under low volume occasional use. After brief discussion, Amy Woitalewicz moved to approve the requested variance based on the uniqueness of the access drive as well as the uniqueness of the ownership of the access drive with the condition of dust control measures. Amy Ernst seconded the motion. The following Planning Commission members voted in favor of the motion: Amy Ernst, Andy Berg, Mark Vis, Rhina Resendez. The following Commissioner opposed the motion: Ben Weber. The motion carries.

Staff stated the decision of the Planning Commission would be final after a 7-day appeal period.

### **Public Hearing and Planning Commission Recommendation**

#### **Conditional Use Permit - Pulver Towing**

Pulver Towing is requesting a conditional use permit for property owned by D&H Storage, LLC., located approximately 267 feet east of Read Avenue and 467 feet north of County Road 5. Approval would allow the applicant to operate a 58'x86' warehouse and office with an accompanying 78'x86' impound lot. Staff summarized the request.

There were no questions of staff. Chris Kielblock opened the public hearing. In response to questions about leaking vehicles and storm water/pollution procedures from Commissioner Weber, Heath Mitchell of Pulver Towing, explained that when they are called to a scene most of the liquid is already on the ground at the scene. Pulver Towing follows procedure and cleans up the scene and if there is still a leak by the time they get the car back to the lot the put drip plans in place to catch an spills. Amy Ernst made a motion to close the public hearing. Ben

Weber seconded the motion and it unanimously carried.

With there being no further discussion, Ben Weber moved to recommend approval of the conditional use permit with the following conditions as presented by staff:

1. The impound lot is screened with at least a 7-foot tall fence adhering to the guidelines of City Code Section 155.043 (C)(1) regarding materials used for walls and fences;
2. The development maintain compliance with City Code Section §155.042 regarding parking and loading spaces;
3. The property is developed in accordance with submitted site plans;
4. The property adheres to the Stormwater Pollution Prevention Plan for the site; and
5. The subject property maintain compliance with all applicable Local, State and Federal requirements.

The motion was seconded by Mark Vis and it unanimously carried.

Staff noted the decision of the Planning Commission would be forwarded to City Council for consideration at the October 14<sup>th</sup> City Council meeting.

### **Public Hearing and Planning Commission Recommendation**

#### **Text Amendment - City of Worthington**

The City of Worthington is considering a text amendment to Chapter 155: Zoning, Appendix E: Table 5: Schedule of Use Regulations to allow the land use of public parks, playgrounds, recreation and community center buildings and grounds; golf courses, country clubs, tennis courts and similar recreational uses, all of a non-commercial nature permitted in a "B-2" - Central Business District zone. The request came after approval of a 0.5% local option sales tax to provide funding for community amenity projects. Specifically one of the proposed projects is an indoor field house that hosts various sporting and community events.

Chris Kielblock opened the public hearing. There were no comments from the public. Ben Weber moved to close the public hearing. Mark Vis seconded the motion and it passed unanimously.

After brief discussion Amy Ernst moved to recommend approval of the text amendment. Rhina Resendez seconded the motion. The motion unanimously carried.

### **Other Business**

Due to the next regularly scheduled meeting falling on Election Day, Commissioners voted to hold the meeting on Monday, November 4<sup>th</sup> at 7:00 p.m.

### **Adjournment**

There being no further business to discuss, a motion was made by Amy Ernst, seconded by Ben Weber, and unanimously carried to adjourn the meeting at 8:09 p.m.

Angela Thiner  
Secretary

::DRAFT::

**Safe Roads Coalition  
Tuesday, October 1, 2019**

The meeting was held at 1:30 p.m. in City Hall Council Chambers.

Members present: Dwayne Haffield, Jeremiah Cromie, Dave McNab, Josh McCuen, Chris Heinrichs, Steve Schneider, Don Linssen  
Via Conference Call: Annette Larson

**Presentation/Car Fit Event**

The presentation/event did not take place as there was no one available to conduct the training. Perhaps this even can take place as there would not be time to plan something yet this fall. Perhaps look at the month of May for such an event. Steve Schneider asked who conducts the training for the Car Fit program; he suggested that if the local car dealerships are unable to participate, who else might be interested in doing so. In regarding to recruitment, Annette said that she thought the members of the Safe Roads Coalition were going to help find people. The trainers need people to train, so help locally finding trainees is necessary. Annette added that the training as well as the Car Fit event could take place on the same day. Steve liked the idea of doing the event on a Saturday, but wondered if retirees would prefer weekdays. Don Linssen said that Saturdays might not be a good day for dealerships as that day tends to be very busy for dealerships, so a weekday might be best. He suggested scheduling a day for training/event sometime in May 2020, as per the availability of the trainer. Steve Schneider noted that once we know the trainer's schedule then people could be recruited to be trained and then conduct the event. Annette said that once training takes place, there could be more than one event, since there would be people locally that could conduct the Car Fit program. Annette suggested that future events could be advertised in venues such as Community Ed, YMCA, WFD, Open Houses, etc. Annette will check with the trainer to see what dates are available in May 2020. She will also provide a flyer with a "Save the Date" for training.

Annette suggested that CPS (Child Passenger Safety) events could take place at the same time as Car Fit. Sheila Denton spearheads the CPS program. Presenting Car Fit and CPS at a same-day event could be discussed at the next meeting.

**Hands Free Education Program**

Annette asked about the level of violators of the newly enacted "hands free" law and if more public education was needed. Josh McCuen said that the City of Worthington/WPD had a saturation in September and it appeared that those that were stopped had been using their phones out of habit, rather than a deliberate breaking of the law. Steve Schneider asked if the violators were mostly young people. Josh said that, no, the violators were of all ages, with no specific group being more heavily represented than others. Josh added that the violators were aware of the law, just had yet to break themselves of the habit of using their phone while driving. Steve asked if there were any successful programs in place for educating people about the law. Annette said that some schools and work sites were working with a wheel-simulator; health care providers could disseminate information to students during their for-school-activity physicals. While there was some funding available for a hand's free wheel simulator, Nobles County was not eligible to receive the wheel for free. Dwayne Haffield said that the hands free law was the same as anything else in which a change is enacted - just a matter of "repeat repeat repeat" until it becomes a habit.

**Accomplish in the next three months**

A discussion took place about things to look into and/or activities that are coming up. The following was discussed:

Steve suggested scheduling the Car Fit event, including advertising.

Josh mentioned that Law Enforcement will do a DWI awareness push during the holidays and there will be extra staff on patrol.

Dwayne suggested reaching out on webpages and Facebook as a reminder for safe practices during the holidays.

Annette said that there are “Party Check List” stickers available that can be handed out at the liquor store, which includes safe things to do/practice during the holidays.

Dave suggested that there could be table tents, posters, etc., that also reiterate the “Party Check List” stickers.

Annette said she could send sample stickers, table tents, window clings (for bathroom mirrors in establishments that sell liquor - the stickers would promote practicing safe procedures during the holidays).

Dwayne, Josh and Chris thought the stickers were a great idea, as well as the window clings.

### **Save The Dates**

TZD Statewide Conference, October 23-24, 2019; St. Cloud

SC TZD Regional Workshop, April 22, 2020; Mankato

### **Round Robin**

Annette gave YTD updates on traffic fatalities. Fatalities are up in 2019 (264 deaths) from 2018 (261 deaths), with the all-year trend being up with the exception of motorcycle deaths - there have been 39 motorcycle fatalities to-date in 2019; last year at this time there were 54 motorcycle fatalities.

Jeremiah requested that his name be added to the email list for agenda and minutes.

No other updates.

### **2020 Meeting Dates**

Annette suggested that the members of the Nobles County Safe Roads Coalition might wish to meet more often than quarterly and that some coalitions are meeting every other month, for ease in setting up presentations and events, working on projects, etc. She said that quarterly meetings make it more difficult to keep on task and follow-through with projects. Dwayne suggested that the proposed change be discussed at the December meeting, allowing input from absent members.

### **Next Meeting**

The next regularly scheduled Safe Roads Coalition meeting will take place on December 17, 2019; 1:30 p.m.; Council Chambers in City Hall, Worthington.

Meredith Vaselaar  
Secretary

**WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY  
SEPTEMBER 23, 2019**

The Worthington Economic Development Authority meeting was called to order at 6:45 p.m. by Acting Chair Mike Harmon with the following members present: Chad Cummings, Amy Ernst, Larry Janssen. Absent: Mike Kuhle and Alan Oberloh.

Staff present: Steve Robinson, City Administrator; Jason Brisson, Assistant City Administrator/Economic Development, Brian Kolander, Finance Director; Mindy Eggers, Secretary to the Authority.

Others present: Leah Ward, Daily Globe; Justine Wettschreck, Radio Works, Chris Kielblock.

**MINUTES APPROVED**

The motion was made by Amy Ernst, seconded by Chad Cummings and unanimously carried to approve the EDAu minutes of August 12, 2019.

**PUBLIC HEARING - APPROVAL OF SALE OF PROPERTY WEST OF HIGHWAY 59  
NORTH OF INTERSTATE 90**

Pursuant to published notice, this was the time and date set for a public hearing regarding the sale of property west of Highway 59 north of Interstate 90.

The motion was made by Chad Cummings, seconded by Council Member Ernst and unanimously carried to open the public hearing.

Jason Brisson, Assistant City Administrator/Director of Economic Development, explained at the August 12, 2019 City EDA meeting, City staff brought forward a request from a private property owner to purchase approximately one acre of EDA-owned property north of Interstate 90 and west of Highway 59 to develop a small warehouse business. The EDA took action to approve the sale of the property in an amount of \$54,752.71 subject to the buyer developing final plans and receiving zoning approvals of the subject property.

He said the developer submitted final site plans for the project to City staff and the Planning Commission recommended approval of the project at its September 3, 2019 meeting. City Council approved the conditional use permit for the project at its September 9, 2019. Now that the project has received Planning Commission and City Council approval and final plans have been submitted, the EDA has requested to hold a public hearing and approve the sale to comply with State Statutes regarding sale of City EDA property on the basis that sale is in the best interest of the City and its people and that the sale will further the City's general plan of economic development.

Acting Chair Mike Harmon asked if there was anyone present who wished to present testimony regarding the sale. None was received.

Worthington Economic Development Authority  
September 23, 2019  
Page 2

The motion was made by Chad Cummings, seconded by Larry Janssen and unanimously carried to close the hearing.

A motion was made by Larry Janssen, seconded by Amy Ernst and unanimously carried to approve the sale of property west of Highway 59 north of Interstate 90 in the amount of \$54,752.71.

**ADJOURNMENT**

The motion was made by Amy Ernst, seconded by Larry Janssen and unanimously carried to adjourn the meeting at 6:49 p.m.

Mindy L. Eggers  
Secretary to the Authority



## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING SEPTEMBER 16, 2019**

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

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

Others present: None

### **AGENDA ADDITIONS/CLOSURE**

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

### **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on September 3, 2019
- Staff reports for August 2019
- Utility bills payable totaling \$178,300.11 for September 6 and September 13, 2019

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

A motion was made by Commissioner Nixon, seconded by Commissioner Harmon and unanimously carried to accept the financial statements and sales reports for August 2019.

### **CONSIDER AWARDING BID FOR EQUALIZATION LIFT STATION REHABILITATION PROJECT**

Scott Hain, General Manager, reported that the following two bids were received for the equalization lift station rehabilitation project:

KHC Construction, Inc.	\$1,096,000.00
Rice Lake Construction Group	\$1,154,300.00

A letter from Bolton & Menk, Worthington Public Utilities consulting engineer for the project, was provided to Commission members. The letter contained an evaluation of the bids received and a recommendation that the contract be awarded to KHC Construction, Inc. Mr. Hain

Water and Light Commission Minutes

September 16, 2019

Page 2

reported that \$925,000 is included in the 2019 Wastewater Department budget. Expenses for the project would be funded through the use of wastewater reserves.

A motion was made by Commissioner Weg, seconded by Commissioner Nixon and unanimously carried to award the bid to KHC Construction, Inc. in the amount of \$1,096,000, authorize the General Manager to execute the appropriate contract documents and to fund the expenses for the project through the use of wastewater reserve funds.

**GENERAL MANAGER UPDATE**

Scott Hain, General Manager, provided the Commission with an update on various ongoing projects.

**COMMISSION COMMITTEE REPORTS**

Commissioner Nixon reported that he attended the Housing Committee meeting held on September 4, 2019. He provided the Commission with updated concept layouts that are currently being considered by the committee for the residential housing development on the Dugdale property that was recently purchased by the City of Worthington.

**GENERAL MANAGER REPORT**

The General Manager had nothing additional to report.

**ADJOURNMENT**

A motion was made by Commissioner Nixon, seconded by Commissioner Harmon and unanimously carried to adjourn the meeting at 5:02 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission

Worthington Area Convention and Visitors Bureau  
Board of Directors Meeting  
August 28, 2019  
Chamber of Commerce/CVB Office  
5:00 P.M.

Present: Chad Cummings, Ryan McGaughey, Stacy Fricke, Aaron Kinser, Brad Meester, Nancy Vaske, Sharon Johnson, Miguel Rivas, Len Bakken, Nicholas Raymo, Darlene Macklin and Alicia Jensen.

Excused Absence: Jessica Noble, Alyssa Benson and Gwen Post.

Absent: Maria Parga.

Chairman of the Board, Ryan McGaughey presiding.

A motion was passed unanimously to approve the agenda with the addition of the City Report after Committee Reports.

A motion was passed unanimously to approve the minutes of the July 17, 2019 meeting.

A motion was passed unanimously to accept the July, 2019 financial statement as presented.

Board of Director Resignation: A motion was passed unanimously to accept the board of director resignation of Brian Wind.

Board of Director Appointment: Currently do not have a replacement for Brian Winds unexpired term. The by-laws require up to two representatives from the hospitality sector.

City of Worthington Request: A sponsorship request from the City of Worthington has been received for the Mayor's Brunch on King Turkey Day. A motion was passed unanimously to approve \$700.

Committee Reports: Marketing/Hotel – Will be working on designing new traveling billboards for Smith Trucking. Currently we have two. It was asked if this can be done locally. According to Mike Smith there is no one in Worthington that can do it. The cost is about \$7,500 per tailor. Businesses will sponsor at \$500 each. The CVB will pay the remaining cost.

Board of Directors Meeting Continued, Page 2

Sports & Rec – A request was received today from the Trojan Soccer Team. They are hosting a foot golf tournament on September 7<sup>th</sup> at GreatLIFE. The committee has not met so the request is being brought to the board. It was not clear if the fundraiser had been cleared through the school administration so no decision was made on the request.

City Report: Outdoor pool project location has been a topic of discussion. The decision has been made to expand the pool at the current YMCA site.

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

Respectfully Submitted,

Darlene Macklin  
Executive Director

**Worthington HRA Regular Board Meeting  
August 27, 2019  
819 10<sup>th</sup> Street, Worthington, MN**

Board Members Present: Marty Rickers, Lyle TenHaken, Alan Oberloh and Jason Brisson – City of Worthington, Director of Community and Economic Development-Ex-Officio Board Member  
Excused Absence: Lori Bristow and Bridget Huber  
Staff Members Present: Randy Thompson, HRA Executive Director  
Others Present: None

Marty Rickers, Vice-Chairman called the meeting to order at 5:30 P.M

APPROVAL OF THE AGENDA: A motion was made by Alan Oberloh to approve the agenda as presented. The motion was seconded by Lyle TenHaken. The Motion Passed. Motion 08272019-A

APPROVAL OF MEETING MINUTES: A motion was made by Lyle TenHaken to approve the minutes from the board meeting held on July 10, 2019. The motion was seconded by Alan Oberloh. The Motion Passed. Motion 08272019-B

BILLS PAYABLE: The bills payable for the period of July 11, 2019 thru August 26, 2019 were presented for approval. The bills paid included: Prairie Acres Account \$7,488.10, Management/Levy Account \$250.73, The Rising Sun Estates Account \$48,105.34, The Public Housing Account \$81,036.57.

FINANCIAL STATEMENT REVIEW: The board reviewed the July 31, 2019 statements for Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. The Board also reviewed the Public Housing and Section 8 Financial Statements for July 31, 2019 The Statements for Public Housing and Section 8 are prepared by the Accounting Firm of Hawkins and Ash and a dashboard statement is provided to the Board by HRA Staff. A Motion was made by Lyle TenHaken to Approve the Bills Paid from all accounts as presented and to approve the July 31, 2019 statements for Public Housing, Section 8, Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Alan Oberloh. The Motion Passed. Motion- 08272019-C

There was additional discussion held regarding the loan account at the Southwest Initiative Foundation for a loan that is for the Rising Sun Estates Project and is paid by Rising Sun Estates proceeds. The question was asked about making a payment to the loan held at The Southwest Initiative Foundation. The board discussed that the item will be reviewed at the November meeting and a decision will be made based on the financial performance at that time as to if a payment will be made in 2019 and for what dollar amount. The Board requested that Director Thompson have this item on the November board meeting agenda.

SECTION 8 MOVE-UP PROGRAM: Director Thompson presented to the board the proposed requirements for the HUD Section 8 “Move Up” Program. Thompson reviewed the proposed requirements with the HRA Board. The primary purpose behind this program is to allow tenants that are currently being housed with a Housing Partnership “Homeless Voucher” to graduate from the program upon meeting the eligibility requirements and be issued a standard Section 8 Voucher from either the Worthington HRA Section 8 Voucher program. This would then free up the “Homeless Voucher” to allow another family or individual to be assisted with the voucher. Director Thompson and HRA staff recommended to the board

that the program be approved based on the proposed eligibility requirements and a start date of September 1, 2019. A motion was made by Alan Oberloh to approve the “Move Up” Program as presented with a start date of September 1, 2019. The motion included that several spelling and grammatic errors be corrected in the proposal. The Motion was seconded by Lyle TenHaken. The Motion Passed. Motion 08272019-D. Director Thompson indicated to the board that the spelling and grammatic errors in the proposal would be corrected. These corrections would in no way change or alter the intended eligibility guidelines.

RESOLUTION APPROVING THE 2019 TAX LEVY COLLECTIBLE IN 2020. The Board reviewed the proposed resolution for the 2019 Tax Levy to be collected in 2020. The proposed amount of the levy was \$137,000 based on the 2019 estimated property values for the City of Worthington in the amount of \$744,135,000. A motion was made by Alan Oberloh to approve the Resolution for the 2019 Tax Levy in the amount of \$137,000. The motion was seconded by Lyle TenHaken. The Motion Passed. Motion 08272019-E. The Resolution will now be sent to the Worthington City Council for approval at the September 9, 2019 City Council meeting as part of the 2019 City of Worthington total levy amount.

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

- Thompson informed the board that East Ave. near the Rising Sun Estates property will be improved with an asphalt overlay starting sometime in early September.
- Thompson informed the board that the roofing project at Prairie Acres is scheduled to begin in the middle of September.
- Thompson informed the board that the window project at the Atrium Hi-Rise is still moving forward a window is scheduled to be removed on August 29, 2019 for the architect of the project to view the condition of the building and finished the bid specifications for the project.
- Thompson brought to the attention of the HRA board that the two-bedroom home located at 818 Tenth Street has been sold. This property is located directly across the street from the Atrium and was discussed at a previous board meeting as a potential real estate purchase for a future rental house.
- Thompson updated the board that the seventeen vouchers that the Section 8 program will be receiving for the subsidized apartment building located in Ivanhoe, MN which is in Lincoln County has been finalized and funding for the vouchers will begin in September.
- Thompson informed the board that the following building repair projects are being worked on for Public Housing at this time: Landscaping on Family housing sites, Trees cut down at Lucy Square and gutter guards and rain gutter repairs are being made to most of the family housing units. These projects should be completed by the end of September.
- Thompson informed the board that the Standby electrical generator at the Atrium Hi-Rise is scheduled for Repairs on August 30, 2019.
- Thompson informed the board that MARCO completed an inspection of the Computer Server for the HRA business office computers and found that one of the hard drives in the server has gone out and needs to be replaced. This repair will be made in early September to ensure computer integrity for the HRA business computers and backups.
- Thompson informed the board that a check for over \$700 was received from Lincoln County as their payment for the 2018 Section 8 Administrative funding shortfall as requested by the Worthington HRA. Two counties have now made payments as requested those counties are Lincoln and Murray.

FUTURE BOARD MEETING DATES: The board discussed future board meeting dates. The board did set the meeting date for the public hearing that will be held in October per HUD requirements. The Public Hearing and October board meeting will be held on Tuesday October 29, 2019. The public hearing and meeting will be held at 5:15 p.m. at the Atrium Community Room. The September 2019 board meeting will be held on Wednesday, September 18, 2019 at 5:15 p.m. at the Atrium Community Room. Having No Further business to discuss Vice Chairman Marty Rickers declared the meeting adjourned. The meeting was adjourned at 7:00 p.m.

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

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



PINK

# Worthington Area YMCA – DeGroot Family Center

## Board of Directors Meeting Minutes

### August 12, 2019 – Chad Nixon, Presiding

**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 12:40 p.m.

#### **Consent Agenda**

\*Approval of Consent Agenda

- Board of Directors June Meeting minutes
- June Treasurers/Finance Committee Report. A correction to the YTD Budget Expense line item was made

*A motion to approve the Consent Agenda with the correction noted was made by Kenton Meier and supported by Randy Thompson, motion passed.*

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

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

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

- Meeting Highlights
  - A correction to the Budget Expense line item was made, and a generalized overview was made.

##### **➤ Board Development:**

- Recommendation to Appoint Secretary for 2019/2020 – The committee had asked Jason Gerdes to consider the position to which he has agreed. The other positions have already been filled.

*A motion was made by Adam Blume and supported by Kenton Meier to appoint Jason Gerdes as Secretary for the 2019/2020 term. Motion passed*

- Board Orientation – Andy mentioned now that the new board members have been officially appointed that he was working with Jason Gerdes to get a date set and hopefully have this done prior to the September meeting.
- Board planning session – Andy has Mark Hennessey scheduled to come down on September 30<sup>th</sup> at 12pm (noon). The session is planned for 2-3 hours and we really need everyone there for this meeting, so please plan accordingly.
- Board Social – the committee would still like to get together as a board and have a nice social event that is not all about Board work. They are looking for ideas and suggestions. \

##### **➤ 2019 Strong Kids Campaign**

- Chair – Chad Nixon

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.



- Reviewed the report and stated that there were some follow up calls that needed to be made and hoped that by the end of the meeting everyone would have a small list of people that they would be following up with.

## **Executive Director Items:**

- JBS picnic – reminder that it is coming up soon, and if anyone can volunteer that day it would be greatly appreciated.
- 2020 Cruise Dinner Entertainment – as reported before we have lost our entertainment, Andy has been looking for replacements and may have a possible lead on one. He asked if he would be able to just move forward or would the board like to approve.

*A motion was made by Chad Cummings and supported by Bill Gordon to allow Andy to move forward and sign any contracts that are needed with the replacement entertainment for the upcoming 2020 Cruise Dinner. Motion passed*

- Profile Contract 0 in the packet was a copy of the renewal contract for Sanford Profile rental space in the YMCA. Discussion was held, Andy pointed out that there is a 3% increase per year for an additional 2-year extension.

*A motion was made by Jason Gerdes and supported by Randy Thompson to approve the contract as presented. Motion passed*

- SilverSneakers Contract – Andy presented the renewal of the contract with the price increase for reimbursement on the contract. Discussion was held, the price increase was reviewed.

*A motion was made by Dale Carlson and supported by Kenton Meier to approve the contract as presented. Motion passed.*

- Andy mentioned that the City will be negotiating with all parties involved to start the finalization process on the new Aquatic Center. The YMCA is one of the proposed sites to build the facility at. As things progress the board will be notified.
- Fitness Equipment Upgrade Updates – Andy mentioned that the final proposal is about done. And will hopefully be ready for approval at the next board meeting.
- Fall programming is starting to get set and ready to roll. Please watch for all the opportunities
- Bench Sponsorship Program – Andy has been working with Bedford Technologies to secure some benches for out in front of the building and in the family locker room area. We are going about it like how the city has their benches and cost will be comparable. The benches out front will not be secured down to the cement pad but will be removal able for the winter months for snow removal purposes.
- Fairmont Updates – Andy just mentioned that they are moving forward and securing fundraising options and such. He will keep everyone posted on the next steps they take.

**Upcoming Y Events:** JBS Picnic 8/25, KTD 5K/10K 9/14

## **Other Business:**

- Next Board Meeting: September 30, 2019 – 12:00pm

## **Department Reports:**

- Executive Summary, Program Director, Program Coordinator

## **Next Month Meetings:**

- Next Board Meeting: Monday, September 30, 12:00pm – Planning Session

**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.

- Board Development: TBD, 5:15pm at the Y
- Finance Committee: September 18, 4:30pm at the Y
- Child Care Issue: TBD
- Diversity: TBD
- Youth Development: TBD
- Executive Committee: TBA as needed

**Adjournment:** motion made by Joe supported by Julie

**Executive Session:** Staff was excused, and meeting proceeded

Respectfully Submitted by,  
Kris Hohensee

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Randy Thompson - Secretary



PINK

# Worthington Area YMCA – DeGroot Family Center

## Board of Directors Meeting Minutes

### June 24, 2019 – Chad Nixon, Presiding

**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 12:10 p.m. there was no quorum.

**Invocation:** By Randy Thompson

#### **Consent Agenda**

\*Approval of Consent Agenda will be done via email. Andy mentioned he will send out an email as soon as the meeting was done.

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

*Approval of the Consent Agenda was done via email by a majority response. Copies of emails can be provided and will be attached to hard copy in file.*

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

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

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

- Meeting Highlights
  - June Highlights – Randy reviewed the Finance report in Tammy's absence. He mentioned that it was a favorable month net income. And that the full report was included in the consent agenda.
  - Audit Process – He mentioned that the Audit was presented by Ellen Hoefker and reported to have had some new reporting issues that they needed to deal with this year, and that there were no significant changes that needed to be made or issues that arose during the process.

###### **➤ Staffing Updates:**

- Introduction of New Program Coordinator – Zach Dishman was in attendance and Andy introduced him to everyone and in return they all introduced themselves to him. He told everyone a little bit about himself and was welcomed.
- Other – Andy mentioned that things were progressing on the shifting and changing of the responsibilities shifts between Mark and Kris, summer programs are just about set and ready with staff, and Cory is still working hard on getting lifeguards and swimming instructors. Andy also mentioned that there is a mandatory all staff meeting on June 1<sup>st</sup> @ 7:30am, and that any board members were welcomed to come and introduce themselves to the staff.

###### **➤ Board Development: (Meeting set for May 21, 2019)**

- 2019/2020 recommendation to nominate – included in the packet was the Annual Meeting Notice along that included the names of the nominees that needed to be approved for presentation. It was reviewed, and Andy mentioned that he would include this in the email request for approval along with the consent agenda as this cannot be tabled for the next meeting.
- The officers will be addressed at the annual meeting for the upcoming year
- Annual meeting – August 12<sup>th</sup> – Andy mentioned that this was a reminder for the annual meeting and to please make sure that it is on your calendars.

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.

- 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 the report and stated that it is going well so far. The Friends portion had a good start with the call night they hosted. There are still some names to follow up with and a list of potentials that we will figure out how to address.
    - Andy reported that he had a conference call with BOW to apply for that grant and will be working on the Nobles County Electric Round Up grant.
    - It was reported that if they had not heard by now the WRHCF check presentation was on June 14 and has been entered and deposited.

## **Executive Director Items:**

- Summer programs – Andy mentioned that the summer programs are up and in full swing, along with the Edge and Wilmont swimming lessons.
- Optimist Club Sponsorship/Partnership – Andy mentioned that they are no longer holding their annual Wrestling Tournament and were looking to host something in place. They meet and will be partnering with the Y for the Girls Basketball Classic that goes on every December/January.
- Wgtn FC Soccer program continues to be a ton of work and things will need to be looked at very carefully for next year.
- Facilities – Andy went into detail about the outdoor pool heater repairs and talked about the front cement work being a little bit more than what was first intended.
- Fairmont update – Andy mentioned that they have recently met again and have sent out a proposal that states the next steps are a fundraising analysis and determine how much they feel that can raise and versus how much is needed.
- CAL Cooperative programing – he mentioned that they are working to get some extended exercise programs at the CAL that Y members and CAL members will be able to collaboratively participate in. More details to come on that when they are finalized.
- July time off – Andy mentioned that he will be out of the office for some vacation time as well as attending the YUSA General Assembly.

**Upcoming Y Events:** All comers Track Meet 7/22, Annual Meeting 8/12, JBS Picnic 8/25, KTD 5K/10K 9/14

## **Other Business:**

- Next Board Meeting: August 12 24, 2019 – 12:00pm

## **Department Reports:**

- Executive Summary, Program Director, Program Coordinator

## **Next Month Meetings:**

**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.

- Next Board Meeting: Monday, August 12, 12:00pm
- Board Development: TBD, 5:15pm at the Y
- Finance Committee: July 17, 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



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# Worthington Area YMCA – DeGroot Family Center

## Board of Directors Meeting Minutes

### May 20, 2019 – Chad Nixon, Presiding

**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 **Chad Nixon**

#### **Consent Agenda**

\*Approval of Consent Agenda

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

*Motion to approve the consent agenda as presented was made by Mark Schreiber and supported by Dale Carlson, motion passed.*

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

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

###### ➤ **Staffing Updates:**

- Introduction of New Program Coordinator – Zach Dishman was in attendance and Andy introduced him to everyone and in return they all introduced themselves to him. He told everyone a little bit about himself and was welcomed.
- Other – Andy mentioned that things were progressing on the shifting and changing of the responsibilities shifts between Mark and Kris, summer programs are just about set and ready with staff, and Cory is still working hard on getting lifeguards and swimming instructors. Andy also mentioned that there is a mandatory all staff meeting on June 1<sup>st</sup> @ 7:30am, and that any board members were welcomed to come and introduce themselves to the staff.

###### ➤ **Board Development: (Meeting set for May 21, 2019)**

- Need names submitted for NEW board members – we need a few names for consideration to replace the board members that are scheduled to come off the board in August. There were a few names thrown out; Jason Turner, Tyler Olson, Jake Walker, Aaron Kinser and Kristie Menke (employee/ not eligible)
- Annual meeting – August 12<sup>th</sup> – Andy mentioned that this was a reminder for the annual meeting and to please make sure that it is on your calendars.

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

- Meeting Highlights
  - April Highlights – Tammy reviewed the Finance report and mentioned that it was a favorable month net income. And that the full report was included in the consent agenda.
  - Audit Process – Tammy mention that the Auditors have been on site and are finishing up their audit. The date for reviewal is scheduled for June 12<sup>th</sup>. Andy mentioned that the committee will have full approval rights at that meeting, and then the auditors will file on June 15<sup>th</sup>. Any board member was welcome to attend this meeting if interested.
  - 2019-2020 Insurance renewal recommendation – included in the packet where quotes from the current insurance company as well as another company for comparison. There was a list of companies that declined the opportunity to submit a quote.

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.

*Motion was made by Kenton and supported by Joe to approve the renewal with West Bend Insurance company according to the quote that was 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 – reviewed that it is going well so far, the Major Gifts has wrapped up and the Friends portion are ready to get started.
    - Major Gifts – Chair – Kenton Meier mentioned that the report in the packet was current as of the date of the meeting and that we have met the match.
    - Friends – Julie Lopez and Tammy Koller will co-chair the campaign. Julie mentioned that they were going to change up the strategy this year. They will be holding a one-night call campaign sometime the first half of June, with detail to come.
    - Match collected so far - \$51,603.96

## **Executive Director Items:**

- JCLTS – Andy explained the program to everyone again and updated them on the progress so far this year. Randy mentioned that he saw the name change that is coming next year as a positive step and more accurately depicts the program.
- United Way Application – Andy mentioned that he and Kenton had gone to the meeting to present their application, to which he thanked him for his work on that, and that he has not heard from them yet.
- Programming update/Rally Day/Summer Programming – Andy passed out some flyers so that everyone knew what was going on for programs, he mentioned that the Rally day went well, and things should be kicking off in a couple of weeks.
- Facility – pool issues: Mentioned that we have had a boiler issue with the pool heaters and the sand in the filters have been worked on, HVAC: there was a repair to the system in the pool area which created an issue with pressure in the building, Front Entry Cement Work: we are still expected to have the cement work done out front as soon as the weather permits, Drinking fountains: and the new bottle fillers and fountain have been installed and have heard positive things about it.

**Upcoming Y Events:** Schools Out Pool Party 5/31

## **Other Business:**

- Next Board Meeting: June 24, 2019 – 12:00pm
- America asked about the Child Care Task Force and what their thoughts were on assisting with Child Care in the area. She mentioned that JBS and her church have been talking and wondering if the Task Force would like to be a part of the discussions. It was decided that yes, they would like to be invited to the meetings but were focusing more on the after-school programs and family programs at this time.
- The Equipment Proposal – it was asked what the next steps were on this and wanted to Thank Cory for all his work on the proposal. Andy mentioned that he was going to develop a summary and bring it to the Finance committee to determine the best route to go financially, and then bring it to the board for discussion.
- America also brought up that she is hearing JBS people that she works with coming back stating that we are assuming or pushing the FA forms at the front desk and not grabbing the impulse memberships. Discussion was held on how we handle membership sales and FA assistance.

## **Department Reports:**

**WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER**  
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**Our Mission:** To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Executive Summary, Program Director, Program Coordinator

**Next Month Meetings:**

- Next Board Meeting: Monday, June 24, 12:00pm
- Board Development: May 21, 5:15pm at the Y
- Finance Committee: June 12, 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

\_\_\_\_\_  
Randy Thompson - Secretary



GENERAL FUND  
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019				
	12 Months Budget	9 Months Budget	Actual	Variance Favorable (Unfavorable)	2018 Actual
REVENUES					
Taxes	\$ 1,720,523	\$ 1,290,392	\$ 867,844	\$ (422,548) *	\$ 832,727
Licenses and permits	252,500	189,375	257,377	68,002	189,028
Intergovernmental revenue	3,752,909	2,814,682	2,178,524	(636,158) *	1,796,627
Charges for services	391,286	293,465	334,131	40,666	333,531
Fines and forfeits	78,000	58,500	44,551	(13,949)	40,572
Miscellaneous revenue	183,188	137,391	69,191	(68,200)	78,170
TOTAL REVENUES	\$ 6,378,406	\$ 4,783,805	\$ 3,751,618	\$ (1,032,187)	\$ 3,270,655
OTHER SOURCES					
Sale of fixed assets	-	-	17,591	17,591	13,051
Operating transfer-in	1,178,577	883,933	941,638	57,705	855,732
Equity residual transfer-in	-	-	3,571	3,571	-
Bond proceeds	2,420,000	1,815,000	-	(1,815,000)	-
TOTAL REVENUES AND OTHER SOURCES	\$ 9,976,983	\$ 7,482,738	\$ 4,714,418	\$ (2,768,320)	\$ 4,139,438
EXPENDITURES					
General government	\$ 1,994,194	\$ 1,495,652	\$ 1,276,615	\$ 219,037	\$ 1,196,930
Public safety	4,395,448	3,296,588	3,450,105	(153,517)	3,102,731
Public works	3,369,411	2,527,059	2,478,389	48,670	1,759,607
Culture and recreation	114,610	85,958	72,318	13,640	71,272
Conservation and development	170,894	128,171	37,269	90,902	36,929
TOTAL EXPENDITURES	\$ 10,044,557	\$ 7,533,428	\$ 7,314,696	\$ 218,732	\$ 6,167,469
OTHER USES					
Operating transfer-out	44,734	33,551	33,488	63	32,988
TOTAL EXPENDITURES AND OTHER USES	\$ 10,089,291	\$ 7,566,979	\$ 7,348,184	\$ 218,795	\$ 6,200,457
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	\$ (112,308)	\$ (84,241)	\$ (2,633,766)	\$ (2,549,525)	\$ (2,061,019)

## Notes:

2019 actual versus 2018 actual variance explanations:

Licenses and permits revenue difference due to building permits received in 2019 versus 2018.

Intergovernmental revenue difference due to amount of Fire Department grant received in 2019 versus 2018.

Public safety expenditure difference due to capital outlay for turnout gear purchased in 2019 not in 2018.

Public works expenditure difference due to allocation of wages (ice & snow removal) in 2019 versus in 2018.

\* The tax payments are received in June and December for approximately half of the current year levy. The LGA (intergovernmental revenue), is usually received in July and December with \$1,639,235 received each time.

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019		Variance Favorable (Unfavorable)	2018 Actual
	9 Months Budget	Actual		
<b>Taxes</b>				
Property taxes <sup>1</sup>	\$ 1,288,892	\$ 866,423	\$ (422,469)	\$ 831,107
Gambling taxes	1,500	1,347	(153)	1,620
Forfeited tax sale	-	74	74	-
<b>Total taxes</b>	<b>\$ 1,290,392</b>	<b>\$ 867,844</b>	<b>\$ (422,548)</b>	<b>\$ 832,727</b>
<b>Licenses and permits</b>				
Alcoholic beverage license	\$ 33,000	\$ 36,058	\$ 3,058	\$ 39,508
Other business licenses and permits	3,000	3,300	300	3,065
Building permits	105,000	173,057	68,057	104,924
Plumbing/mechanical permits	4,500	4,369	(131)	4,481
Misc development permits	225	385	160	290
Zoning fees	2,400	6,324	3,924	2,779
Gas franchise fees <sup>2</sup>	41,250	33,884	(7,366)	33,981
<b>Total licenses and permits</b>	<b>\$ 189,375</b>	<b>\$ 257,377</b>	<b>\$ 68,002</b>	<b>\$ 189,028</b>
<b>Intergovernmental revenue</b>				
Federal grants				
Police	\$ 52,500	\$ -	\$ (52,500)	\$ 11,534
Fire	-	335,474	335,474	-
Public works	-	49,842	49,842	-
State grants				
Local government aid <sup>1</sup>	2,458,852	1,639,235	(819,617)	1,636,776
Other	94,830	153,973	59,143	133,981
State shared				
Insurance premium tax-fire <sup>3</sup>	51,000	-	(51,000)	3,000
Insurance premium tax-police <sup>3</sup>	142,500	-	(142,500)	-
County aid				
Highway grants	15,000	-	(15,000)	10,923
Other local grants	-	-	-	413
<b>Total intergovernmental revenue</b>	<b>\$ 2,814,682</b>	<b>\$ 2,178,524</b>	<b>\$ (636,158)</b>	<b>\$ 1,796,627</b>
<b>Charges for services</b>				
General government <sup>4</sup>	\$ 189,027	\$ 201,810	\$ 12,783	\$ 203,760
Public safety	36,150	47,329	11,179	39,384
Highways and streets	13,538	17,992	4,454	15,768
Sanitation	46,500	55,837	9,337	53,898
Recreation	8,250	11,163	2,913	20,721
<b>Total charges for services</b>	<b>\$ 293,465</b>	<b>\$ 334,131</b>	<b>\$ 40,666</b>	<b>\$ 333,531</b>
<b>Fines and forfeits</b>				
Court fines and forfeitures	\$ 58,500	\$ 44,551	\$ (13,949)	\$ 40,572
<b>Total fines and forfeits</b>	<b>\$ 58,500</b>	<b>\$ 44,551</b>	<b>\$ (13,949)</b>	<b>\$ 40,572</b>

<sup>1</sup>Tax payments are received in June and December for approx. half of the current year levy. The LGA (intergovernmental revenue), is usually received in July and December with \$1,639,235 received each time. In 2019, the City received a portion of the 1st half payment in June.

<sup>2</sup>Received quarterly

<sup>3</sup>Received in September/October

<sup>4</sup>Timing of Engineering Surcharge

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019			
	9 Months Budget	Actual	Variance Favorable (Unfavorable)	2018 Actual
Miscellaneous revenue				
Special assessments	\$ -	\$ 66	\$ 66	\$ 19
Interest earnings-regular <sup>5</sup>	36,947	20,109	(16,838)	18,792
Interest earnings-loans <sup>6</sup>	50,944	1,939	(49,005)	6,263
Rents	22,125	21,664	(461)	24,816
Other revenues	24,750	20,571	(4,179)	23,527
Contributions/donations	2,625	4,842	2,217	4,753
Total miscellaneous revenue	\$ 137,391	\$ 69,191	\$ (68,200)	\$ 78,170
Total revenue	\$ 4,783,805	\$ 3,751,618	\$ (1,032,187)	\$ 3,270,655
Other sources				
Sale of fixed assets	\$ -	\$ 17,591	\$ 17,591	\$ 13,051
Operating transfer-in				
Electric Fund	490,183	501,088	10,905	499,485
Liquor Fund	206,250	206,253	3	168,750
Other*	187,500	234,297	46,797	187,497
Residual equity transfer-in	-	3,571	3,571	-
Bond proceeds	1,815,000	-	(1,815,000)	-
Total other sources	\$ 2,698,933	\$ 962,800	\$ (1,736,133)	\$ 868,783
Total revenue and other sources	\$ 7,482,738	\$ 4,714,418	\$ (2,768,320)	\$ 4,139,438

<sup>5</sup>First six months share recorded in July and last six months recorded in December

<sup>6</sup>Majority of loan interest recorded in December

\*Operating Transfer-in-Other includes transfers for Insurance Funds (\$250,000) &amp; transfer from Fund 207 for police vehicle

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019		Variance Favorable (Unfavorable)	2018 Actual
	9 Months Budget	Actual		
General government				
Mayor and council				
Personnel services	\$ 61,403	\$ 46,718	\$ 14,685	\$ 53,343
Supplies	263	397	(134)	20
Other services and charges	11,681	11,054	627	8,050
Total mayor and council	\$ 73,347	\$ 58,169	\$ 15,178	\$ 61,413
Administration				
Personnel services	\$ 123,527	\$ 121,188	\$ 2,339	\$ 112,111
Supplies	1,125	390	735	57
Other services and charges	13,178	11,434	1,744	10,184
Total administration	\$ 137,830	\$ 133,012	\$ 4,818	\$ 122,352
Clerk's office and elections				
Personnel services	\$ 150,503	\$ 147,713	\$ 2,790	\$ 137,462
Supplies	1,800	1,420	380	1,179
Other services and charges	13,673	17,695	(4,022)	23,841
Total clerk's office and elections	\$ 165,976	\$ 166,828	\$ (852)	\$ 162,482
Finance				
Personnel services	\$ 147,589	\$ 137,716	\$ 9,873	\$ 133,508
Supplies	1,500	962	538	707
Other services and charges	72,248	74,188	(1,940)	75,431
Total finance	\$ 221,337	\$ 212,866	\$ 8,471	\$ 209,646
Assessing				
Other services and charges	\$ 64,500	\$ -	\$ 64,500	\$ 42,075
Total assessing	\$ 64,500	\$ -	\$ 64,500	\$ 42,075
Legal				
Other services and charges	\$ 30,000	\$ 20,207	\$ 9,793	\$ 41,847
Total legal	\$ 30,000	\$ 20,207	\$ 9,793	\$ 41,847
Engineering				
Personnel services	\$ 237,419	\$ 157,195	\$ 80,224	\$ 168,244
Supplies	8,813	4,351	4,462	2,747
Other services and charges	18,525	17,814	711	14,025
Capital outlay	27,750	335	27,415	20,230
Total engineering	\$ 292,507	\$ 179,695	\$ 112,812	\$ 205,246

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## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019		Variance Favorable (Unfavorable)	2018 Actual
	9 Months Budget	Actual		
Community & economic development				
Personnel services	\$ 255,458	\$ 240,473	\$ 14,985	\$ 210,636
Supplies	2,175	4,916	(2,741)	1,255
Other services and charges	134,705	38,640	96,065	22,945
Capital outlay	5,250	-	5,250	-
Total community & economic development	\$ 397,588	\$ 284,029	\$ 113,559	\$ 234,836
General government buildings				
Personnel services	\$ 15,812	\$ 546	\$ 15,266	\$ 15,426
Supplies	1,913	1,613	300	1,519
Other services and charges	46,823	57,781	(10,958)	28,512
Total general government buildings	\$ 64,548	\$ 59,940	\$ 4,608	\$ 45,457
Other general government				
Supplies	\$ 150	\$ -	\$ 150	\$ -
Other services and charges <sup>7</sup>	47,869	161,869	(114,000)	71,576
Total other general government	\$ 48,019	\$ 161,869	\$ (113,850)	\$ 71,576
Total general government	\$ 1,495,652	\$ 1,276,615	\$ 219,037	\$ 1,196,930
Public safety				
Police department				
Personnel services	\$ 2,156,236	\$ 2,107,918	\$ 48,318	\$ 1,981,398
Supplies	98,063	98,245	(182)	75,774
Other services and charges <sup>8</sup>	624,892	631,427	(6,535)	667,192
Capital outlay <sup>9</sup>	137,250	19,762	117,488	114,620
Total police department	\$ 3,016,441	\$ 2,857,352	\$ 159,089	\$ 2,838,984
Fire department				
Personnel services	\$ 113,013	\$ 56,641	\$ 56,372	\$ 87,939
Supplies	17,138	19,765	(2,627)	14,825
Other services and charges	59,100	54,770	4,330	53,194
Capital outlay <sup>10</sup>	-	330,179	(330,179)	-
Total fire department	\$ 189,251	\$ 461,355	\$ (272,104)	\$ 155,958
Civil defense				
Other services and charges	\$ 2,475	\$ 220	\$ 2,255	\$ 220
Total civil defense	\$ 2,475	\$ 220	\$ 2,255	\$ 220

<sup>7</sup>Variance due to timing of dues and subscription payments.<sup>8</sup>Variance partly due to timing of rental payment on law enforcement building.<sup>9</sup>Variance due to timing of reimbursement of squad car purchase from Fund 207 and actual expenditure.<sup>10</sup>Variance due to capital outlay for turnout gear purchased after receiving federal grants.

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019		Variance Favorable (Unfavorable)	2018 Actual
	9 Months Budget	Actual		
Animal control				
Personnel services	\$ 21,746	\$ 19,494	\$ 2,252	\$ 19,357
Supplies	2,625	2,997	(372)	1,559
Other services and charges	1,763	2,004	(241)	694
Capital outlay	-	28,914	(28,914)	-
Total animal control	\$ 26,134	\$ 53,409	\$ (27,275)	\$ 21,610
Code enforcement				
Personnel services	54,318	73,717	(19,399)	48,567
Supplies	1,388	1,030	358	949
Other services and charges	6,581	3,022	3,559	5,081
Capital outlay	-	-	-	31,362
Total code enforcement	\$ 62,287	\$ 77,769	\$ (15,482)	\$ 85,959
Total public safety	\$ 3,296,588	\$ 3,450,105	\$ (153,517)	\$ 3,102,731
Public works				
Streets				
Personnel services <sup>11</sup>	\$ 331,301	\$ 368,183	\$ (36,882)	\$ 333,234
Supplies	135,300	145,738	(10,438)	132,605
Other services and charges	119,456	122,162	(2,706)	124,617
Capital outlay <sup>12</sup>	1,895,236	1,779,831	115,405	1,106,740
Total streets	\$ 2,481,293	\$ 2,415,914	\$ 65,379	\$ 1,697,196
City wide spring clean-up				
Personnel services	\$ 8,348	\$ 10,717	\$ (2,369)	\$ 9,842
Supplies	750	611	139	1,183
Other services and charges <sup>13</sup>	36,668	51,147	(14,479)	51,386
Total city wide spring clean-up	\$ 45,766	\$ 62,475	\$ (16,709)	\$ 62,411
Total public works	\$ 2,527,059	\$ 2,478,389	\$ 48,670	\$ 1,759,607

<sup>11</sup>Variance due to snow removal costs.<sup>12</sup>Variance due to remodeling of new Public Works building.<sup>13</sup>Variance due to timing of trash pickup expenditures.

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## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2019

	2019		Variance Favorable (Unfavorable)	2018 Actual
	9 Months Budget	Actual		
Culture and recreation				
Center for Active Living				
Supplies	\$ 6,150	\$ 3,566	\$ 2,584	\$ 2,886
Other services and charges	70,433	60,775	9,658	60,352
Total Center for Active Living	\$ 76,583	\$ 64,341	\$ 12,242	\$ 63,238
Public Arts				
Supplies	\$ 675	\$ -	\$ 675	\$ -
Other services and charges	2,700	240	2,460	307
Total Public Arts	\$ 3,375	\$ 240	\$ 3,135	\$ 307
Band				
Other services and charges	\$ 6,000	\$ 7,737	\$ (1,737)	\$ 7,727
Total Band	\$ 6,000	\$ 7,737	\$ (1,737)	\$ 7,727
Total culture and recreation	\$ 85,958	\$ 72,318	\$ 13,640	\$ 71,272
Conservation and development				
Clean water partnership project				
Other services and charges	\$ 22,500	\$ -	\$ 22,500	\$ -
Total clean water partnership project	\$ 22,500	\$ -	\$ 22,500	\$ -
Lake improvement				
Personnel services	\$ 5,191	\$ 3,884	\$ 1,307	\$ 4,219
Supplies	2,325	294	2,031	622
Other services and charges	4,245	5,180	(935)	4,274
Capital outlay	58,500	718	57,782	5,755
Total lake improvement	\$ 70,261	\$ 10,076	\$ 60,185	\$ 14,870
Economic development & assistance				
Personnel services	\$ 8,395	\$ 6,393	\$ 2,002	\$ 5,175
Supplies	3,000	1,361	1,639	18
Other services and charges	24,015	19,439	4,576	16,866
Total economic development/assistance	\$ 35,410	\$ 27,193	\$ 8,217	\$ 22,059
Total conservation and development	\$ 128,171	\$ 37,269	\$ 90,902	\$ 36,929
Other uses				
Operating transfer-out				
Rising Sun Payments				
WRH Fund	\$ 16,775	\$ 16,744	\$ 31	\$ 16,494
Water Fund	8,388	8,372	16	8,247
Municipal Industrial Wastewater	8,388	8,372	16	8,247
Total other uses	\$ 33,551	\$ 33,488	\$ 63	\$ 32,988
Total expenditures and other uses	\$ 7,566,979	\$ 7,348,184	\$ 218,795	\$ 6,200,457

## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENT  
For the Period 1/1/19 Through 9/30/19  
(Amounts in Dollars)

	September	YTD		Previous	COMPARISON*	
	Actual	Actual	Budget	Year	% of Sales	State Avg.
Sales						
Liquor	139,572	1,242,243	1,275,000	1,132,666	38.86%	
Wine	36,508	378,270	438,750	349,361	11.83%	
Beer	161,981	1,525,409	1,526,250	1,433,494	47.72%	
Mix/nonalcohol	5,789	50,932	54,000	51,892	1.59%	
NSF charges	24	84	150	95	0.00%	
Net Sales	<u>343,874</u>	<u>3,196,938</u>	<u>3,294,150</u>	<u>2,967,508</u>	<u>100.00%</u>	<u>100.00%</u>
Cost of Goods Sold						
Liquor	100,764	887,364	930,750	806,836	27.76%	
Wine	26,222	269,709	302,738	248,741	8.44%	
Beer	124,401	1,175,030	1,155,000	1,114,451	36.75%	
Soft drinks/mix	3,692	30,194	40,500	34,592	0.94%	
Freight	3,397	21,003	22,500	14,318	0.66%	
Total Cost of Goods Sold	<u>258,476</u>	<u>2,383,300</u>	<u>2,451,488</u>	<u>2,218,938</u>	<u>74.55%</u>	<u>73.90%</u>
Gross Profit	<u>85,398</u>	<u>813,638</u>	<u>842,662</u>	<u>748,570</u>	<u>25.45%</u>	<u>26.10%</u>
Operating Expenses						
Personnel services	32,263	273,921	288,058	265,040	8.57%	
Supplies	1,167	14,075	22,163	22,589	0.44%	
Other services & charges	11,075	138,942	128,694	128,687	4.35%	
Interest	-	-	20,366	-	0.00%	
Depreciation (estimated)	5,125	46,125	46,125	45,000	1.44%	
Total Operating Expenses	<u>49,630</u>	<u>473,063</u>	<u>505,406</u>	<u>461,316</u>	<u>14.80%</u>	<u>18.70%</u>
Operating Income (Loss)	<u>35,768</u>	<u>340,575</u>	<u>337,256</u>	<u>287,254</u>	<u>10.65%</u>	<u>7.40%</u>
Non-Operating Revenues (Expenses)						
Interest earnings **	333	3,625	3,000	5,546	0.11%	
Other non-operating	-	2,145	-	2,802	0.07%	
Sale of fixed assets	-	10,470	-	-	0.33%	
Total Non-Operating Revenue (Expense)	<u>333</u>	<u>16,240</u>	<u>3,000</u>	<u>8,348</u>	<u>0.51%</u>	<u>0.00%</u>
Net Income (Loss) b/Operating Transfers	36,101	356,815	340,256	295,602	11.16%	7.40%
Operating Transfers-Out	<u>(22,917)</u>	<u>(206,253)</u>	<u>(206,253)</u>	<u>(168,750)</u>	<u>N/A</u>	<u>N/A</u>
Net Income (Loss)	<u>13,184</u>	<u>150,562</u>	<u>134,003</u>	<u>126,852</u>	<u>N/A</u>	<u>N/A</u>

\* Based on Year to Date Actual (2016 State Average - Off Sale Only)

\*\* Includes 6/30/19 and three months budget



## **ADMINISTRATIVE SERVICES MEMO**

**DATE:       OCTOBER 11, 2019**

**TO:           HONORABLE MAYOR AND CITY COUNCIL**

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

### **CASE ITEMS**

**1.   THIRD READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - PLANNED UNIT DEVELOPMENT AMENDMENT (PUD 5) – LAKE SHORE PARK CONDOMINIUM ASSOCIATION**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - amending Title XV of the City Code of the Worthington City Code, Nobles County, Minnesota - Planned United Development Amendment (PUD 5) - Lake Shore Park Condominium Association.

The proposed amendment would make the maximum deck size 216 square feet and the maximum landing size 16 square feet.

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

**2.   THIRD READING PROPOSED ORDINANCE TO REZONE PROPERTY FROM “T-Z” (TRANSITION ZONE) AND “R-3” (LOW DENSITY PRESERVATION RESIDENTIAL DISTRICT) TO “R-2” (ONE FAMILY, LOW DENSITY DISTRICT)**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - to rezone property from “T-Z (Transition Zone) and “R-3” (Low Density Preservation Residential District) to “R-2” (One Family Low Density District).

Staff explained DK Buildings has submitted a petition for a change of zone of 1.6 acres they own south of East Avenue and west of Read Avenue (CSAH 5). The applicant is requesting to rezone the property from its current “R-3” – One Family Detached and “TZ” Transitional designation to “R-2”- One Family, Low Density District.

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

3. **THIRD READING PROPOSED ORDINANCE TO REZONE PROPERTY FROM “R-1” (ONE FAMILY DETACHED) TO “R-2” - ONE FAMILY, LOW DENSITY DISTRICT**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - to rezone property from “R-1 (One Family Detached) to “R-2” (One Family, Low Density District).

Yellow Company LLC has submitted a petition for a change of zone of 6.8 acres that they own approximately 186 feet south of the center of Cecilee Street and approximately 450 feet west of the center of Douglas Avenue. The applicant is requesting to rezone the property from its current “R-1” - One Family Detached designation to “R-2” - One Family, Low Density District. Yellow Company LLC would like their current property to be broken into three pieces with separate zoning.

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

4. **THIRD READING PROPOSED ORDINANCE TO REZONE PROPERTY FROM “R-1” (ONE FAMILY DETACHED) TO “R-4” (MEDIUM DENSITY RESIDENTIAL DISTRICT)**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - to rezone property from “R-1 (One Family Detached) to “R-4” (Medium Density Residential District).

Yellow Company LLC has submitted a petition for a change of zone of 3 acres that they own east of Grand Avenue and south approximately 185 feet from the center of a future Cecilee Street extension off Grand Avenue. The applicant is requesting to rezone the property from its current “R-1” – One Family Detached designation to “R-4”- Medium Density Residential District.

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

5. **THIRD READING PROPOSED ORDINANCE TO REZONE PROPERTY FROM “R-1” (ONE FAMILY DETACHED) TO “B-3” (GENERAL BUSINESS DISTRICT)**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - to rezone property from "R-1 (One Family Detached) to "B-3" (General Business District).

Yellow Company LLC has submitted a petition for a change of zone of 3 acres that they own east of Grand Avenue and approximately 406 feet south of the center of a future Cecilee Street extension off of Grand Avenue. The applicant is requesting to rezone the property from its current "R-1" – One Family Detached designation to "B-3"- General Business District.

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

6. **THIRD READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - TEXT AMENDMENT**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance - text amendment - to amend Title XV of the City Code of Worthington, Nobles County, Minnesota.

The Worthington City Code, Title XV, Section 155.040 shall be amended to create and include a new subsection (J).

A complete copy of the ordinance was provided in the September 9, 2019 Council agenda.

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

7. **DECLARE FIRE DEPARTMENT PUMPER TRUCK #5 AS SURPLUS PROPERTY**

In accordance with the City's policy for Disposal of Personal Property, City Council shall declare City-owned vehicles as surplus property before they can be disposed of. Staff is requesting Council declare Fire Department Pumper Truck #5 as surplus so that it can be sold by either quotation, open market or sealed bid methods. Truck #5 is a 1978 International Loadstar 1800 that has served the community for 30 years. It is currently out of service and has been replaced with a 2018 Tanker Tender.

Council action is requested to declare Pumper Truck #5 as surplus property and allow city staff to advertise for disposal.

**PUBLIC SAFETY MEMO**

**DATE:       OCTOBER 14, 2019**

**TO:         HONORABLE MAYOR AND CITY COUNCIL**

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

**CASE ITEM****1.   ACCEPTANCE OF PROGRAM FUNDS**

Kwik Trip generously donated \$1,000 to the Worthington Police Department to benefit police programs. The funds will be utilized to enhance WPD's Blue in the School program through purchases of books, pencils and other educational items officers will share with students and teachers.

Council action is requested to adopt a resolution (*Exhibit 1*) accepting the \$1,000 donation.

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

**A RESOLUTION ACCEPTING A DONATION OF FUNDS**

WHEREAS, the City of Worthington has been notified by Kwik Trip, Inc., hereinafter "Donor" desired to donate funds to the City; and

WHEREAS, Donor has placed the following restrictions upon the fund distribution: \$1,000 to be used by the Police Department to enhance activities associated Blue in the Schools and Community Programs.

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

NOW, THEREFORE, be it RESOLVED:

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

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

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

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

(SEAL)

CITY OF WORTHINGTON

BY: \_\_\_\_\_  
Mike Harmon, Its Mayor Pro Tem

ATTEST: \_\_\_\_\_  
Mindy L. Eggers, Its Clerk

**ENGINEERING MEMO**

**DATE: OCTOBER 10, 2019**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**AGENDA CASE ITEMS****1. HEARING ON PROPOSED ASSESSMENTS**

Should Council concur with the special assessments as presented at each of the assessment hearings, the corresponding resolution in Exhibit 1 adopting the assessments for the improvement, unpaid charges, and additional assessments is to be passed. Any resolutions that should be modified to adopt assessments as amended will be provided at the meeting in the event that any of the proposed assessment rolls be updated to address payment of charges, changes in property owners or other reasons as determined on the day of the hearing. Any other changes ordered by Council should be clearly stated for incorporation into a resolution to be adopted. The proposed assessment rolls were distributed at the September 9, 2019 Council meeting. Assessment rolls, including any amendments, will also be distributed at the Council meeting.

The recommended terms for the proposed assessments are listed below.

**SANITARY SEWER IMPROVEMENT NO. 111**

*> North Crailsheim Road (CSAH 10) - Fox Farm Road to the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota*

**3.6%<sup>1</sup>; 15 years**

**WATER MAIN IMPROVEMENT NO. 108**

*> North Crailsheim Road (CSAH 10) - the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota to a point 600 feet south.*

**3.6%<sup>1</sup>; 15 years**

### **SANITARY SEWER IMPROVEMENT NO. 112**

*> West Gateway Drive from Trunk High 59/60 to 1,465 feet north of the north right-of-way of Trunk High 59/60.*

**3.6%<sup>1</sup>; 15 years**

### **WATER MAIN IMPROVEMENT NO. 109**

*> South Lake Street from 400 feet to 920 feet south of the south right-of-way of East Gateway Drive extended, West Gateway Drive from Trunk Highways 59/60 to 1,590 feet north of the north right-of-way of Trunk Highways 59/60, and a utility corridor lying between South Lake Street and West Gateway Drive bounded on the south by a line extended westerly from South Lake Street beginning 920 feet south of the south right-of-way of East Gateway Drive extended and bounded on the north by a line extended easterly from West Gateway Drive beginning 1,590 feet north of the north right-of-way of Trunk Highways 59/60.*

**3.6%<sup>1</sup>; 15 years**

### **2019 MISCELLANEOUS UNPAID CHARGES**

*> Removal of Ice and Snow  
> Removal of Solid Waste  
> Removal of Noxious Weeds and Vegetation*

**4.0%<sup>2</sup>; 1 year**

### **ADDITIONAL ASSESSMENT FOR WATER MAIN IMPROVEMENT NO. 80-2**

*> 1616 West Oxford Street*

**8.0%; 15 years<sup>3</sup>**

### **ADDITIONAL ASSESSMENT FOR SANITARY SEWER IMPROVEMENT NO. 60**

*> 1147 West Lake Avenue*

**0.0%; 1 year<sup>3</sup>**

<sup>1</sup> Based on interest rate on PIR bonds

<sup>2</sup> Based on recommended policy for a minimum rate of 4% or current rate for improvement assessments, which ever is greater

<sup>3</sup> Based on interest rate and payback period established for assessment of original improvement

Exhibit 1 also includes the letter of objection received from an attorney representing LaVonne Lutterman. Such a written objection signed by the affected property is required to be filed with the City prior to or at the assessment hearing to preserve the owner's right to appeal an assessment.

In addition to the request to remove Lutterman's property from the assessment roll it is anticipated but not certain that other owners will request to remove all or part of their property from the West Gateway and/or the North Crailsheim sewer and/or water roll(s). Should it choose to consider such requests, Council has two basic options to delay full payment on all or part of the assessments:

### ***Deferred Payment Status***

One option is to defer payment as provided for in state statute. This option has two variations: deferred principal payment or deferred principal and interest payment. In either variation the assessment is a lien on (private) property and payment must be made within 30 years. With a deferred principal payment, interest is due and will be certified for collection annually. Deferred principal and interest payment status is not known to have been granted by the City and results in a balloon payment due upon development or as provided in the City's assessment policy. The City's assessment policy addresses the manner assessments will be due upon development or at the end of the original payment term (15 years in the case of the improvements noted above) as follows:

If no development of the land occurs within the original payback period, the full amount due will be certified for collection in the final year of the period unless the owner requests an extension of deferred payment status or for the assessment to be payable on a schedule no longer than the original period. Extensions are available for only five years at a time. Assessments that become payable as a result of development are due over the years remaining years in the original payback period (or extension) unless a longer payback schedule is requested. In any case, extensions and



payback schedules are subject to the 30 year limit established in statute.

### ***Deletion of Assessment***

The City's assessment policy states that the city shall reserve the right to delete land within the assessable area from the assessment rolls if, in the opinion of the city, the land cannot be developed and/or the utility system does not provide immediate benefit. Policy also states that no development of that property shall be permitted nor shall any physical connection to the city's utility or drainage facilities be made by any development on that property unless and until an assessment is adopted and certified for collection. Although stated to the contrary in the City's policy, interest does not accumulate. Statute only provides that a municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement not previously assessed. Interest and payback terms are set as in the original assessment. Assessments that are "deleted" are not a lien on property. An assessment hearing must be held to adopt additional assessments.

Consideration of uniform application of special assessment authority and the lack of assessment revenue to apply toward bond payments should be given prior to deleting or deferring assessments.

## **2. PROFESSIONAL SERVICES FOR INVESTIGATION OF PIPES UNDER PROPOSED FIELD HOUSE BUILDING**

Exhibit 2 is a proposed contract (less technical attachments) with the firm of SEH to provide an investigation into the condition of the twin 42" lake outlet pipes located under the warehouse building proposed to be converted into a field house. A majority (\$60,615) of the \$73,810 lump sum fee is for mobilization and use of pipe penetrating radar equipment. This equipment, which will be mobilized from Canada, is similar to ground penetrating radar used for subsurface exploration but works from the pipe outward rather than from ground level downward. This method of investigation provides the ability to see the internal pipe wall condition as well as the status of the soil immediately around the pipe. Such an investigation offers information that is not available from ordinary televising. Televising is also provided as part of the service proposed. The presence of any outer wall deterioration or soil voids along the pipe are examples of what ordinary televising would not reveal.

While the investigation can not assure against future problems in or along the pipe nor address emergency access issues, it is recommended that this step be taken to reveal any existing defects. Staff recommends that Council approve of the investigation of the lake

outlet pipes by authorizing execution of the contract in Exhibit 2 as a minimum precautionary measure.

The proposed contract has been reviewed by the City Attorney. The comments provided by the attorney are addressed in the Other Terms and Conditions section of the contract.

### **3. MEMORANDUM OF UNDERSTANDING FOR DISTRIBUTION OF COSTS FOR ENVIRONMENTAL AND GEOTECHNICAL SERVICES**

At its September 9, 2019 meeting, Council approved a contract with Braun Intertec to provide environmental and geotechnical services pertaining to development of the former Campbell Soup site. To ensure that those costs that may be attributable to the W.E.L.L. project are accepted by the School District and County, Council authorized commencing with only those services pertaining to the warehouse conversion project until cost sharing was agreed upon.

Exhibit 3 is the proposed Memorandum of Understanding (MOU) between the School District, County, and City. The MOU establishes that the costs attributable to the W.E.L.L. project be divided equally between the three entities. The distribution of the various tasks proposed in the Braun Intertec contract between the warehouse conversion project and the W.E.L.L. project are outlined in the MOU as follows:

Phase I ESA:	0% W.E.L.L.	100% Fieldhouse
Pre-Demolition Survey:	0% W.E.L.L.	100% Fieldhouse
Additional Phase II Investigation:	0% W.E.L.L.	100% Fieldhouse
Preliminary Geotechnical:	100% W.E.L.L.	0% Fieldhouse
MPCA-approved RAP/CCP:	75% W.E.L.L.	25% Fieldhouse
MPCA Application & Proposed Actions Letter:	75%, W.E.L.L.	25% Fieldhouse
Contamination Grant Application:	100% W.E.L.L.	0% Fieldhouse
Professional Services and Management:	75% W.E.L.L.	25% Fieldhouse unless otherwise assigned to the projects in the Consultant's invoices

Based on the proposed fees and the MOU distribution, the costs to each entity for services attributable to the W.E.L.L. project will be \$15,808. Total City cost will be \$46,133 including the W.E.L.L. contribution.

The County tabled action on the MOU at their last meeting. The School District is scheduled to consider the MOU at their October 15, 2019 meeting.

Staff recommends Council authorize execution of the MOU.

**4. AMENDMENT 2 TO DUGDALE PROPERTY RESIDENTIAL DEVELOPMENT PROFESSIONAL SERVICES AGREEMENT**

City Council approved a professional services agreement with the firm of Bolton and Menk on January 28, 2019 for the initial engineering services required to evaluate and, if applicable, provide preliminary design for residential development of the “Dugdale property”. Continued progress in finalizing a master layout and the initial development phase is cause to propose advancing project development. Project development would include the first phase of the “developer” installed improvements, the public improvements (primarily storm sewer) needed to accommodate the development and the platting of the first phase. In order to initiate further project development, staff has requested the proposed amendment to the Bolton and Menk agreement included in Exhibit 4. The amendment includes the following tasks:

1. Feasibility Report. This report(s) will be multi purpose and be able to serve as the feasibility report required for the assessable improvements. This task can be started at this time but not completed without final review of the layout, and phasing plan by the housing development committee. Council action pertaining to initiating the assessable projects will also be required prior to completing the report pursuant to those actions.
2. Topographic Survey. This work is required for design and should commence as soon as possible in order to be completed before winter.
3. Preliminary and Final Plats. Authorization to commence this work would not be authorized at this time. Finalization of the layout including resolution of encroachments and phasing is complete.
4. Final Design and Bidding Services. Authorization to commence this work would not be authorized at this time.

Fees for the tasks having a well defined scope of services are proposed on a lump sum basis. These tasks are the topographic survey and plat preparation. Fees for the tasks that may require more or less time depending on a number of variables including the design details are proposed as hourly not to exceed. The fees, estimated to total \$140,000, will be financed as part of the improvements. Fees will be assigned to the “developer” and to the assessable public improvements as appropriate.

The amendment does not address construction phase services.

Staff recommends that Council authorize execution of the proposed amendment. As noted above, only the first two tasks will commence at this time.

***Development Layout Update***

Exhibit 4 also includes the latest development layouts based on wetland findings and the latest input from the housing development committee. The first two layouts are the options being preserved to provide more or less villa/townhome lots. The third layout shows the nature of the variations needed in the event the wetlands shown on that sheet are not able to be mitigated offsite. The tentative first phase of development is also shown. The first phase avoids the wetlands and a commitment to the extent that villa/townhome lots will be provided. In addition to the major options presented in the first two layouts, minor changes in future phases should also be available.

**RESOLUTION NO. 2019-10-  
ADOPTING THE SPECIAL ASSESSMENT  
FOR SANITARY SEWER IMPROVEMENT NO. 111**

**WHEREAS**, The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, October 14, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed assessment against the properties benefitted by the improvement of the following described street by extension of the municipal wastewater collection system:

North Crailsheim Road (CSAH 10) from Fox Farm Road to the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota;

designated as *Sanitary Sewer Improvement No. 111* of the City of Worthington; and

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, are hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January, 2020, being January 6, and shall bear interest at the rate of three and six-tenths per cent (3.6%) per annum from the date of the adoption of this resolution. To said first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30th day of November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

***Resolution No. 2019-10-  
Page 2 of 2***

***Section 4.*** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk the whole of said assessment on such property, with interest at the rate of three and six-tenths per cent (3.6%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists, and may pay to the City of Worthington Assessment Clerk the remaining balance of the assessment. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

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Mike Kuhle, Mayor

Attest

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Melinda L. Eggers, City Clerk

**RESOLUTION NO. 2019-10-****ADOPTING THE SPECIAL ASSESSMENT  
FOR WATER MAIN IMPROVEMENT NO. 108**

**WHEREAS**, The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, October 14, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed assessment against the properties benefitted by the improvement of the described street by extension of the municipal water distribution system:

North Crailsheim Road (CSAH 10) from the north line of the Southwest Quarter of Section 22, Township 102 North, Range 40 West, Nobles County, Minnesota to a point 600 feet south;

designated as *Water Main Improvement No. 108* of the City of Worthington; and

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, are hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January, 2020, being January 6, and shall bear interest at the rate of three and six-tenths per cent (3.6%) per annum from the date of the adoption of this resolution. To said first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30th day of November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

***Resolution No. 2019-10-  
Page 2 of 2***

***Section 4.*** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk the whole of said assessment on such property, with interest at the rate of three and six-tenths per cent (3.6%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists, and may pay to the City of Worthington Assessment Clerk the remaining balance of the assessment. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

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Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Melinda L. Eggers, City Clerk



**RESOLUTION NO. 2019-10-  
ADOPTING THE SPECIAL ASSESSMENT  
FOR SANITARY SEWER IMPROVEMENT NO. 112**

**WHEREAS**, The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, October 14, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed assessment against the properties benefitted by the improvement of the following described street by extension of the municipal wastewater collection system:

West Gateway Drive from Trunk Highways 59/60 to 1,465 feet north of the north right-of-way of Trunk High 59/60;

designated as *Sanitary Sewer Improvement No. 112* of the City of Worthington; and

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, are hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January, 2019, being January 6, and shall bear interest at the rate of three and six-tenths per cent (3.6%) per annum from the date of the adoption of this resolution. To said first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30th day of November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

***Resolution No. 2019-10-  
Page 2 of 2***

***Section 4.*** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk the whole of said assessment on such property, with interest at the rate of three and six-tenths per cent (3.6%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists, and may pay to the City of Worthington Assessment Clerk the remaining balance of the assessment. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest

---

Melinda L. Eggers, City Clerk

**RESOLUTION NO. 2019-10-****ADOPTING THE SPECIAL ASSESSMENT  
FOR WATER MAIN IMPROVEMENT NO. 109**

**WHEREAS**, The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, October 14, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed assessment against the properties benefitted by the improvement of the described street by extension of the municipal water distribution system:

South Lake Street from 400 feet to 920 feet south of the south right-of-way of East Gateway Drive extended, West Gateway Drive from Trunk Highways 59/60 to 1,590 feet north of the north right-of-way of Trunk Highways 59/60, and a utility corridor lying between South Lake Street and West Gateway Drive bounded on the south by a line extended westerly from South Lake Street beginning 920 feet south of the south right-of-way of East Gateway Drive extended and bounded on the north by a line extended easterly from West Gateway Drive beginning 1,590 feet north of the north right-of-way of Trunk Highways 59/60;

designated as *Water Main Improvement No. 109* of the City of Worthington; and

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, are hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January, 2020, being January 6, and shall bear interest at the rate of three and six-tenths per cent (3.6%) per annum from the date of the adoption of this resolution. To said first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30th day of

***Resolution No. 2019-10-  
Page 2 of 2***

November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

***Section 4.*** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk the whole of said assessment on such property, with interest at the rate of three and six-tenths per cent (3.6%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists, and may pay to the City of Worthington Assessment Clerk the remaining balance of the assessment. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest:

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Melinda L. Eggers, City Clerk

**RESOLUTION NO. 2019-10-****ADOPTING THE SPECIAL ASSESSMENT FOR 2019 MISCELLANEOUS UNPAID CHARGES**

**WHEREAS**, pursuant to proper notice duly given as required by law, the City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, the 14th day of October, 2019, for the purpose of passing upon the proposed assessment of the costs of the following described unpaid charges:

- Removal of Ice and Snow
- Removal of Noxious Weeds and Vegetation
- Removal of Solid Waste

designated as *2019 Miscellaneous Unpaid Charges* of the City of Worthington; and

**WHEREAS**, The City Council of said city did, according to law and to notice of said meeting, duly hear, consider and pass upon all objections thereto for said proposed assessment, and has amended the proposed assessments as it deems just.

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

**Section 1.** That the proposed assessment, as amended, a copy of which is attached hereto and made a part hereof, is adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is found to be liable for said unpaid charges in the amount of the assessment levied upon it.

**Section 2.** That the assessment shall be payable in one (1) installment on or before the first Monday in January 2019, being January 6, and shall bear interest at the rate of four and zero-tenths per cent (4.0%) per annum from the date of the adoption of this resolution. To said assessment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file in the Office of the City Clerk the assessment roll pertaining to this assessment; and shall certify to the County Auditor of Nobles County, Minnesota, on or before November 30, 2019, the total amount of assessment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

**Section 4.** That the owner of any property as herein assessed for said unpaid charges may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk the whole of said assessment on such property, with interest at the rate of four and zero-tenths per cent (4.0%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed must thereafter pay to the County Treasurer of said county, the assessment and interest that is in the process of collection on the current tax lists. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest: 

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Melinda L. Eggers, City Clerk

**RESOLUTION NO. 2019-10-****ADOPTING THE ADDITIONAL ASSESSMENT FOR  
WATER MAIN IMPROVEMENT NO. 80-2**

**WHEREAS**, The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, the 14th day of October, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed additional assessment for Water Main Improvement No. 80-2 against the described property benefitted by the improvement:

The east 140 feet of the south 328 feet of the Southwest Quarter of the Southwest Quarter of Section 15, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota.

and

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January, 2020, being January 6th, and shall bear interest at the rate of eight percent (8.0%) per annum from the date of the adoption of this resolution. To said first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30th day of November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

***Resolution No. 2019-10-  
Page 2 of 2.***

***Section 4.*** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk any part of or the whole of said assessment on such property, with interest at the rate of eight percent (8.0%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property so assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists, and may pay to the City of Worthington Assessment Clerk any part of the remaining balance of the assessment. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Melinda L. Eggers, City Clerk

**RESOLUTION NO. 2019-10-****ADOPTING THE ADDITIONAL ASSESSMENT FOR  
SANITARY SEWER IMPROVEMENT NO. 60**

**WHEREAS,** The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota, at 7:00 o'clock P.M. on Monday, the 14th day of October, 2019, pursuant to notice of said meeting duly given as required by law, for the purpose of passing upon the proposed additional assessment for Sanitary Sewer Improvement No. 60 against the following described property benefitted by improvement:

Lot 23-V, Lake Shore Parker Subdivision, City of Worthington, Nobles  
County, Minnesota.

and

**WHEREAS,** The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**Section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment be payable in one (1) installment, said installment to be payable on or before the first Monday in January, 2020, being January 6. In accordance with council action on the original assessment, said assessment shall bear no interest.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify to the County Auditor of said Nobles County, Minnesota, on or before November 30, 2019, the total amount of the assessment which is to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

**Section 4.** That the owner of any property as herein assessed for said improvement may, at any time prior to November 15, 2019, pay to the City of Worthington Assessment Clerk any part of or the whole of said assessment on such property. The owner of any property so assessed must thereafter pay to the County Treasurer of said county, the assessment that is in the process of collection on the current tax lists.

Adopted by the City Council of the City of Worthington, Minnesota, this the 14th day of October, 2019.

(SEAL)

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Mike Kuhle, Mayor

Attest: 

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Melinda L. Eggers, City Clerk



## SCHNITKER LAW OFFICE, P.A.

1330 81ST AVE NE  
SPRING LAKE PARK, MN 55432

KIRK A. SCHNITKER  
ATTORNEY

TELEPHONE: (763) 252-0114  
FACSIMILE: (763) 252-7598

October 8, 2019

Mr. Mike Kuhle, Mayor  
Mr. Steve Robinson, City Administrator  
Ms. Mindy Eggers, City Clerk  
City of Worthington  
303 Ninth Street  
Worthington, MN 56187

**SEND VIA USPS MAIL 10/8/19 AND  
HAND-DELIVERED BY KIRK A. SCHNITKER**

*Re: Written Objection to Proposed Assessment West Gateway Drive from Trunk Highway 59/60 to 1,465 feet North of the North right-of-way of Trunk Highway 59/60 County Tax Parcel I.D. numbers 20-0171-000 & 31-0688-00 "Property", \$16,543.65.*

Dear Mayor Kuhle, Mr. Robinson and Ms. Eggers:

Please be advised that Lavonne Lutterman ("Leuttermann"), owns real property located at the above described location with the stated County Tax ID number as described in the City of Worthington, Minnesota: Proposed Assessment Roll for West Gateway Drive Area Water Main and Sanitary Sewer Improvements.

Leuttermann, objects to the proposed special assessment to be levied against the Property for the following reasons:

1. The amount of special assessment to be adopted and levied against the Property substantially exceeds the benefits accruing to such land from respective improvements.
2. The method of assessing the Property, the precise details of which are not presently known, is an improper method of assessment, not reflective of the special benefit, if any accruing to the Property, from the respective improvements.
3. The classification of the Property for assessment purposes, the precise details of which are not presently known, is upon information and belief, an improper method of assessment, not reflective of the special benefits, if any, accruing to the Property from the respective improvements.

4. Other City of Worthington landowners, other than the landowners included in the subject assessment roll, receive benefits from the respective improvements, but have not been assessed, or have been under-assessed therefore; and, to the extent that assessments to the Property are for benefits to lands owned by other persons, said assessments are arbitrary capricious, and unjustified.

5. The benefits from the improvements to be assessed to the Property, in fact, represent significant benefits to the general public and to the City of Worthington, but have not been adequately reflected by appropriate payments for these payments from the general funds of the City of Worthington; and, to the extent the assessments to the Property are for benefits to the general public and to the City of Worthington, said assessments are arbitrary, capricious and unjustified.

6. In the alternative, other landowners listed in the proposed assessment roll receive a benefit from the proposed improvements and the proposed assessments against Leuttermann is arbitrary, capricious, and unjustified.

7. Upon information and belief, the City of Worthington failed to follow procedures required by Minnesota Statutes Chapter 429.

8. The levy of an assessment, which is the subject of this proceeding, at an amount which substantially exceeds the benefit to the Property constitutes a taking of property in violation of the Fourteenth Amendment of the United States Constitution.

9. Such other statutory and constitutional grounds as may be found to exist.

Leuttermann asks that the City of Worthington eliminate any special assessment as to her Property.

Sincerely,

Kirk A. Schnitker  
Attorney

## Agreement for Professional Services

This Agreement is effective as of October 14, 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: Multi-Sensor Condition Inspection (MSCI) of Twin 42-inch RCP Storm Sewer Pipes Under Fieldhouse (Pipes).

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

Project Manager: Paul J Pasko III, PE (IL, MN)  
Address: 10901 Red Circle Drive Suite 300  
Minnetonka, MN 55343-9302  
Telephone: 952.912.2611 email: ppasko@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.

See Exhibit A.

**Schedule:** See Exhibit A

**Payment:**

The lump sum fee is \$73,810 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

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 Paragraphs 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: 

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

Title: Robert L. Ellis, Principal

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



Building a Better World  
for All of Us

## EXHIBIT A to the Agreement for Professional Services Between the City of Worthington and SEH Effective October 14, 2019

September 25, 2019

RE: City of Worthington  
Multi-Sensor Condition Inspection (MSCI)  
of Twin 42-inch RCP Storm Sewer Pipes  
Under Fieldhouse (Pipes)  
SEH No. 152717 10.00

Steve Robinson, PE  
City Administrator  
City of Worthington  
303 9th Street  
Worthington, MN 56187

Dear Steve:

We understand the City will soon renovate its fieldhouse in enclosed Exhibit B attached to this letter. Its renovation plan caused the City to question the condition of the pipes passing beneath the fieldhouse. In particular the City is asking itself questions like the following about the pipes after years in service passing flows from Okabena Lake.

1. Are discrete segments of the pipes walls might be beginning to reach the end of their useful lives?
2. Has the lake's water swirling around/thru these discrete wall segments might be causing voids to form in the foundation soils surrounding the pipes?
3. If there are voids in the foundation soils, are they in the segment of pipes under the fieldhouse?

Today remote sensing tools and software technology has advanced to a stage allowing tools to exist in the marketplace that can answer these questions. SEH knows how to use these tools and software technologies. For the City's convenience, we divide this Exhibit into sections titled MSCI Tool Basics, Support Work Provided by City Staff, Schedule, Fee, Deliverables, and Conclusion.

### MSCI TOOL BASICS

The MSCI tool we will use in the City is named 'Surveyor.' Surveyor is owned and operated by our subcontractor for this project SewerVUE Technology Corporation of Coquitlam British Columbia Canada (SewerVUE). Figure 1 shows a picture of Surveyor. Surveyor deploys three sensors; closed circuit television (CCTV), light detection and ranging (LiDAR), and pipe penetrating radar (PPR) simultaneously using a remotely operated tracked vehicle.

**Figure 1 - Surveyor**



Surveyor uses the:

1. LiDAR sensor to measure profiles and distances above the elevation of water flow inside the pipes. Accurate pipe profiles are generated that can detail crack depth, width, and length to industry leading precision.
2. electromagnetic PPR sensor to accurately map pipe steel reinforcement cage location, pipe wall thickness, and classify possible voids forming outside of the pipes between about the 9 to Noon to 3 o'clock positions. The PPR sensor does not scan the lower ½ of a sewer pipe because statistically most defects occur in a sewer pipe's upper ½.
3. CCTV inspection sensor, recorded simultaneously with the data collected by the LiDAR sensor, to correlate data collected by the PPR sensor.

In the City's pipes, the Surveyor will travel through each pipe likely from its upstream to downstream ends. During this trip Surveyor will simultaneously scan 2 clock positions with its 2 onboard PPR antennae, collect CCTV, and LiDAR inspection data. Once at the downstream end of each pipe, SewerVUE will adjust the PPR antennae to 2 new clock positions. After this antenna adjustment, Surveyor will return to upstream end of the pipe while simultaneously only scanning the 2 new clock positions with its PPR antennae. Thus each pipe will receive 4 PPR scans between about the 9 to Noon to 3 o'clock positions. Previously the City, SewerVUE, and SEH decided 4 scans are adequate in each pipe to detect voids forming outside of the pipes. We anticipate it will take 2 working days for Surveyor to complete its work in the City.

#### **SUPPORT WORK PROVIDED BY THE CITY STAFF**

After the City provides data we need to collect, we and SewerVUE will complete site visit No. 1 to review conditions. Following that visit, we will submit a punch list to the City of support work it will need to complete using its own labor and equipment before we can issue SewerVUE a notice to mobilize to the site. That list may include items such as, but not limited to, the following.

1. Verify that the flow inside the pipes is no deeper than 6 inches. Because Surveyor gives its best results when operating in water no more than 6 inches deep.
2. Prepare an area about 150 square feet in size at the upstream end of each pipe such that the water within these area is no deeper than 6 inches. This might involve temporarily constructing a coffer dam and/or platform or a combination of both. For example, the City might construct the dam and/or platform from sand bags. Surveyor will likely enter into the pipes from these areas.

Steve Robinson, PE  
September 25, 2019  
Page 3

Therefore the elevation of the finished grade of these areas must be approximately equal to the invert elevation of its adjacent pipe entrance. Once Surveyor completes its scans, the City will restore these areas to pre-scan condition.

3. Identify and possibly remove major obstructions from inside the pipes.
4. Remove obstacles blocking access to the ends of the pipes. This might include, but not necessarily be limited to, trash racks over the ends of the pipes, piles of snow or possible privately owned equipment stockpiled near the pipes downstream end.
5. Restore the ends of the pipes after Surveyor completes its scans of the pipes.
6. Provide input into our subcontractor's 3 page long pre-inspection QA/QC checklist enclosed as Exhibit 4.
7. Providing input into the extents and limits of traffic control to protect SewerVUE operations. Once decided upon the City will furnish, maintain, and remove that traffic control in support of SewerVUE's field work.
8. Provide enough ventilation inside the pipes to prevent CCTV lens fogging during the CCTV inspection
9. Provide a boom truck/winch and operator capable of lowering the approximately 300 pound Surveyor to the upstream ends of the pipes from South Shore Drive's adjacent street pavement.
10. Help temporarily install then remove SewerVUE's metal rollers on South Shore Drive's guard rail above the upstream end of the pipes. These rollers prevent Surveyor's data tether cable from kinking as it travels from its reel in the back of its support truck into the pipes and to finally to its connection to Surveyor.
11. Provide on-site City staff member to support SewerVUE whenever they are on site. Even if a SewerVUE working day is longer than a standard City working day.
12. The City staff member will attend SewerVUE's daily safety meeting.

SEH only will complete site visit No. 2 to verify the punch list is complete. Once we conclude it is complete, we will issue SewerVUE a notice to mobilize to the site. Completing the punch list is necessary to assure continuous SewerVUE on-site progress. Because unless a delay is caused by an act of God, SewerVUE will charge the City \$10,000 per day standby rate for downtime caused by an otherwise avoidable delay.

## SCHEDULE

We anticipate completing the key milestones shown in our task hour budget enclosed as Exhibit 4 in accordance with the schedule in Table 1.

**Table 1 - Schedule**  
**Key Project Milestones**

No.	Description	Completion Date	Comment
1	Collect Data from the City	Late-October, 2019	
2	Site Visit No. 1		
3	Site Visit No. 2	Mid-November	
4	SEH Issues Notice to Proceed to SewerVUE	Mid-November	Completion dates for Milestones 4-7 are dependent on the: 1. flow inside the pipes being no more than 6-inches deep 2. impact of the flow's depth on SewerVUE's production schedule
5	Deploy Surveyor into Both Pipes	Late-November or December	
6	Submit 90% Complete Technical Memo to the City for its Review	Mid-January 2020	
7	Submit Final Technical Memo to the City	Late-January 2020	

Steve Robinson, PE  
September 25, 2019  
Page 4

## FEE

Our task hour budget enclosed as Exhibit 5 calculates our lump sum fee to provide our services for this project as \$73,810. This fee includes all reimbursable expenses; including all SewerVUE costs. Our fee divided by the 2,092 feet of pipe that Surveyor will scan by traversing and scanning each of the City's 523 foot long pipes twice is \$35.28 per linear foot of pipe scanned.

Table 2 summarizes how this project's work items contribute to this \$35.28 per linear foot fee.

**Table 2 – Fee Summary**

Work Item		Fee on a Per Linear Foot of Pipe Scanned by Surveyor		
No.	Description	Schematic Level Discussed During August 2019 GoToMeeting	Proposed	Comment
1	SewerVUE Expense-Mobilization Activity	(1)	\$15.77 (2)	SEH continues to look for another Agency or City in the upper-Midwest that could also complete a MSCA of its pipes using the Surveyor in the same time frame as the City. So far the Milwaukee Metropolitan Sewerage District (MMSD) is a strong candidate. If MMSD chooses to complete their MSCA could share in SewerVUE's mobilization cost to bring Surveyor from Canada to the City. This would lower the cost of the mobilization activity.  MMSD may not decide to undertake their MSCA until after the City notifies us to proceed, but before Surveyor arrives on site in the City. Before we send the City our final invoice; we may need to adjust down SewerVUE's mobilization activity cost.
2	SewerVUE Expense for All Non-Mobilization Labor and Equipment	\$10-\$15	\$13.20 (3)	Fee to deploy Surveyor into the pipes to scan and then produce a deliverable from its data  Proposed fee agrees with our schematic level fee estimate from August 2019 GoToMeeting
3	SEH Labor and Expenses	(1)	\$6.31 (4)	
		Total	\$35.28 (5)	

### Notes:

- (1) Not known during GoToMeeting
- (2) \$33,000 reported by the project cost summary section of our task hour budget divided by 2,092 feet of pipe
- (3) \$27,615 reported by the project cost summary section of our task hour budget divided by 2,092 feet of pipe
- (4) \$12,488.71(SEH Labor) + \$706.29 (SEH Expenses) = \$13,195 reported by the project cost summary section of our task hour budget divided by 2,092 feet of pipe



Steve Robinson, PE  
September 25, 2019  
Page 5

- (5) \$73,810 reported by the project cost summary section of our task hour budget divided by 2,092 feet of pipe

## DELIVERABLES

Our deliverable will include a PDF file that is up to 3 page long stapled Technical Memo containing sections titled Background, Summary of Scan Results, Recommendations. The memo will also include an Appendix.

The recommendations section of the memo will discuss whether or not to undertake a future analysis, and what kind of analysis, of the pipes based on the results of the scan. If necessary, that analysis which is NOT included in this scope of work may include topics such as:

1. how to repair voids outside of the pipe wall
2. the cost of those repairs
3. prioritizing which voids need repair before the renovated field house can open for business.

The Appendix section of the memo will contain up to the following items.

1. A schematic level description of the Surveyor.
2. A schematic level description of how SewerVUE's professional Geophysicists analyze and perform quality control on the data collected by Surveyor's 3 sensors before aggregating the data into deliverables.
3. A tabulation similar to Exhibit 1 by pipe station of the approximate size of void(s) potentially found behind the walls of the pipes along each of the 8 scan lines in each of the pipes between about their 9 to Noon to 3 o'clock positions.
4. A tabulation similar to Exhibit 2 of approximate pipe wall thicknesses and steel reinforcement embedment within the walls of the pipes along each of the 8 scan lines in each of the pipes between about their 9 to Noon to 3 o'clock positions.
5. A Graphical representation similar to Exhibit 3 of the LIDAR scan survey of each pipe.
6. Photographs of the Surveyor deployed on site.

## CONCLUSION

We look forward to helping the City answer its questions about its pipes. Please contact me at 952.912.2611 or [ppasko@sehinc.com](mailto:ppasko@sehinc.com) with questions or comments.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Paul J. Pasko III, PE (Lic. IL,MN)  
Project Manager

## Enclosures

c: Nicholas Goertz, SewerVue Technology  
Bob Ellis, SEH  
Scott Lavoy, SEH  
Brian Bergstrom, SEH

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Exhibit A-2  
to Agreement for Professional Services  
Between City of Worthington, MN (Client)  
and  
Short Elliott Hendrickson Inc. (Consultant)  
Dated October 14, 2019

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

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

**A. Lump Sum Basis Option**

The Client and Consultant select the Lump Sum Basis 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. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

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, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

**B. Expenses Not Included in the Lump Sum**

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 this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. 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.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

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## 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.



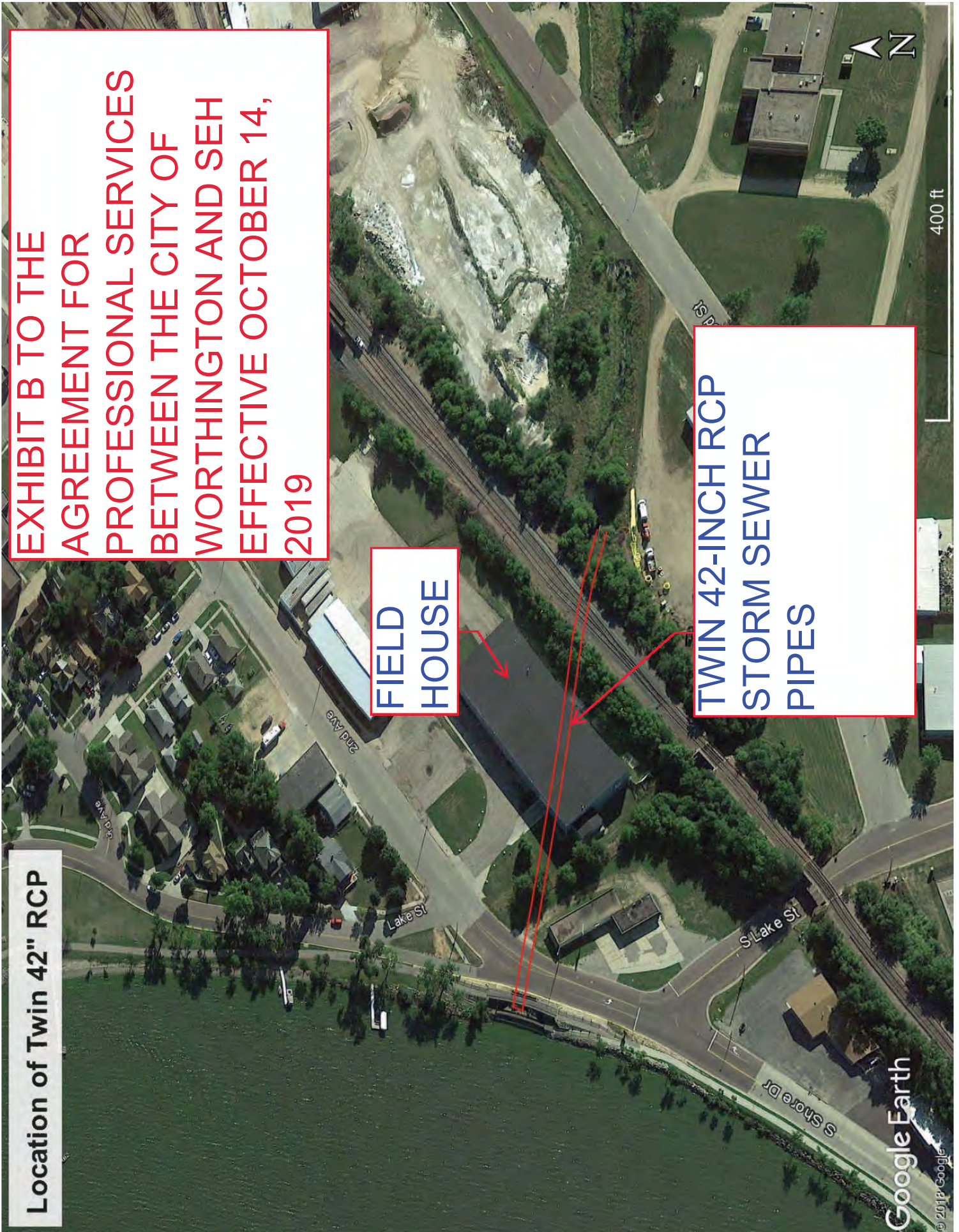


EXHIBIT B TO THE  
AGREEMENT FOR  
PROFESSIONAL SERVICES  
BETWEEN THE CITY OF  
WORTHINGTON AND SEH  
EFFECTIVE OCTOBER 14,  
2019

# MEMORANDUM OF UNDERSTANDING

## BY AND BETWEEN

NOBLES COUNTY, MINNESOTA

AND

THE CITY OF WORTHINGTON, MINNESOTA

AND

INDEPENDENT SCHOOL DISTRICT 518, WORTHINGTON, MINNESOTA

This Memorandum of Understanding (hereinafter "MoU") describes the relationship between the Nobles County, Minnesota (hereinafter "County") and the City of Worthington, Minnesota (hereinafter "City"), and Independent School District 518, Worthington, Minnesota (hereinafter "School") in cost sharing of certain environmental and geotechnical consulting services.

### WITNESSETH

WHEREAS, the City has determined that it is in its best interests to work with a firm with the capacity to serve as the Environmental Engineering firm for the collaborative W.E.L.L. and the City's fieldhouse projects; and

WHEREAS, the City received a Proposal from Braun Intertec Corporation (hereinafter "consultant") dated September 3, 2019 for environmental consulting and engineering services relating to the lower half of the Former Campbell's Soup Site to identify contamination and soil conditions of the former Campbell's Soup Factory site; and

WHEREAS, the City, County, and School desire to equally share in costs for the environmental investigation and engineering relating to the W.E.L.L. project based on a reasonable distribution of the Consultant's tasks between the W.E.L.L. and the City's fieldhouse projects;

NOW, THEREFORE, it is agreed by and between the parties as follows:

### SERVICE RELATIONSHIP

1. The Consultant's Proposal provide the framework for the distribution of services to be provided by the Consultant. and subject of this MoU. Any additional services provided by the Consultant pursuant to the September 3, 2019 proposal are to be distributed in a manner consistent with the intent of this MoU.

Services not within the scope of the September 3, 2019 proposal are expected to be required for finalization of plans and specifications, and for the construction phase of each project or project component. Such services are expected to be identified with the unique project or project components in any proposal or contract for those services. Costs for services attributable to the



W.E.L.L. project or components thereof will be distributed in the same manner as the total costs for the W.E.L.L. project or component unless otherwise agreed to in an amendment to this MOU, a subsequent MoU, or in a cooperative construction agreement.

2. It is agreed that the services to be provided by the Consultant pursuant to the September 3, 2019 proposal are attributable to the W.E.L.L. and to the City's fieldhouse project as follows:

Phase I ESA: 0% W.E.L.L., 100% Fieldhouse

Pre-Demolition Survey: 0% W.E.L.L., 100% Fieldhouse

Additional Phase II Investigation: 0% W.E.L.L., 100% Fieldhouse

Preliminary Geotechnical Evaluation: 100% W.E.L.L., 0% Fieldhouse

MPCA-approved RAP/CCP: 75%, W.E.L.L., 25% Fieldhouse

MPCA Application and Proposed Actions Letter: 75%, W.E.L.L., 25% Fieldhouse

Contamination Grant Application: 100% W.E.L.L., 0% Fieldhouse

Professional Services and Management: 75%, W.E.L.L., 25% Fieldhouse unless otherwise assigned to the projects in the Consultant's invoices

3. It is agreed that costs attributable to the W.E.L.L. project will be distributed equally to the City, County, and School.

Dated this \_\_\_\_ day of October 2019.

**The City of Worthington, Minnesota**

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

**Nobles County, Minnesota**

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

**Independent School District 518, Minnesota**

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



Real People. Real Solutions.

**BLUE**

1501 South State Street  
Suite 100  
Fairmont, MN 56031-4467  
Ph: (507) 238-4738  
Fax: (507) 238-4732  
Bolton-Menk.com

October 3, 2019

Dwayne Haffield, P.E.  
City of Worthington  
P.O. Box 279  
Worthington, MN 56187  
d.haffield@ci.worthington.mn.us

RE: Dugdale Property Residential Development  
**Amendment II to Master Agreement Dated January 28, 2019**

Dear Mr. Haffield;

Bolton & Menk, Inc. is pleased to present this Amendment for professional services related to the Dugdale Property Development. We appreciate the opportunity to further assist you with this project. As you requested, we have developed a scope of work and associated fees for completing a feasibility report, topographic survey, platting, final design and bidding.

**SCOPE AND FEE:**

**1. Feasibility Report**

Bolton & Menk will prepare a summary report describing the comprehensive development of the parcel as well as the opportunity to separate the development into phases. This report will describe the lots that can be served by each phase and provide an opinion of the probable cost of the desired roadway and public utilities. This report will be written in accordance with Minnesota Statutes, Chapter 429 (local improvement financing/assessment law).

As part of this task we will use the proposed lot dimensions shown on the approved layout together with the appropriate opinion of probable cost and apply the Worthington special assessment policy to develop a preliminary assessment roll for the proposed project. This information will also be used to estimate the City share in the proposed development plan.

**We propose to perform the above described work on an hourly basis at standard billing rates for a Not-to-Exceed amount of \$16,000.00.**

**2. Topographic Survey**

Our team will establish horizontal and vertical survey control, based upon Nobles County coordinate system and NAVD 88 including the following notes:

- Ground Contours (1-foot) and Spot Elevations will be measured on a 50-foot grid with spot elevations across the subject property and 50 feet beyond the subject property. Currently the property is vacant farmland.
- Existing Roadways:

H:\WGTM\Agreements\2019 Residential Subdivision Project - Amendment II.docx

Bolton & Menk is an equal opportunity employer



- Existing roadway, curb & gutter and sidewalk adjacent to the site will be located and type of surface noted (gravel, concrete, bituminous)
- Permanent Site Features:
  - Any street signs, fences, retaining walls, buildings, landscaping, trees etc. located on the subject property or within 50 feet of the subject property will be located.
- Utility Information
  - We will initiate a Minnesota Gopher One Call request for field markings and maps prior to fieldwork beginning.
  - Utilities shown will be based on visual observation, utility company marking, and/or plans made available to Bolton & Menk; private utilities and those not visible or marked by utility companies will not be shown
- Storm Sewer, Watermain and Sanitary Sewer
  - Marked and/or visible structures and service lines on or adjacent to the subject property
    - Catch basins and Manholes
    - Hydrants
    - Water valves and curb stops
- Structure inventories
  - Rim elevations
  - Pipe sizes
  - Pipe inverts and direction of flow
- Natural Gas, Communication (Phone/Cable) and Electric
  - Meters, transformers and pedestals
  - Marked and/or visible service lines
- Set 2 site benchmarks
- Any other significant topographic features or within 50 feet of the subject properties' boundary visible to survey crew.

**We propose to perform the above described work on this task for a lump sum fee of \$13,000.00.**

### 3. Preliminary and Final Plats

Our team will prepare preliminary and final plats for submission to the governing authority. We will base the preliminary plat on the approved conceptual layout. Proposed streets and utilities will be shown on the preliminary plat. The preliminary plat will be prepared in accordance with City Code requirements. PLEASE NOTE: A current title commitment, or title opinion, may be needed to determine any existing easements of record.

Upon acceptance of preliminary plat, we will prepare final plat for submission to governing authority; this includes the setting of final lot corners; submittals will include the original mylar plat copies for filing which are estimated at \$500. This cost is not included in our proposed fees.

**We propose to perform the above described work on this task for a lump sum fee of \$7,000.00.**

#### 4. Final Design and Bidding Services

We will complete the final design for phase 1 of the proposed subdivision utilizing the preliminary design concepts, approved layouts and feasibility report. Mass grading of the site will be reviewed, and a plan will be created to establish the most economical and desirable lot types. A mixture of full basement, look out, and walk out lots will be included. Contract documents consisting of construction plans and specifications will be prepared to facilitate permitting and bidding purposes. Progress plan sets will be submitted for City review at 50%, 75%, and 100% complete stages. A cost estimate will be prepared and submitted with the 100% plan review.

Once final plans are approved by City Staff we will assist with obtaining all required permits for construction activities, assist with bid advertisement, distribute plans to prospective bidders, answer bidder questions, issue addenda as necessary, attend the bid opening, prepare a bid tabulation, review the bids and prepare an award recommendation letter.

**We propose to perform the above described work on an hourly basis at standard billing rates for a Not-to-Exceed amount of \$104,000.00.**

The total fee estimate for this Amendment II is **\$140,000.00**. These fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed or noted above, the rates include vehicle and personal expenses, mileage, telephone, survey equipment, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.

Work will not commence on individual tasks until written notice to proceed is issued by the City of Worthington for each task.

Thank you again for selecting Bolton & Menk, Inc. for your engineering needs. Please feel free to contact me if you have any questions or if you require any additional information.

CLIENT: City of Worthington

CONSULTANT: Bolton & Menk, Inc.

\_\_\_\_\_

Travis L. Winter, P.E.      Principal Engineer

\_\_\_\_\_

     October 3, 2019

\_\_\_\_\_

\_\_\_\_\_



Y  
 TARY SEWER  
 TERMAIN  
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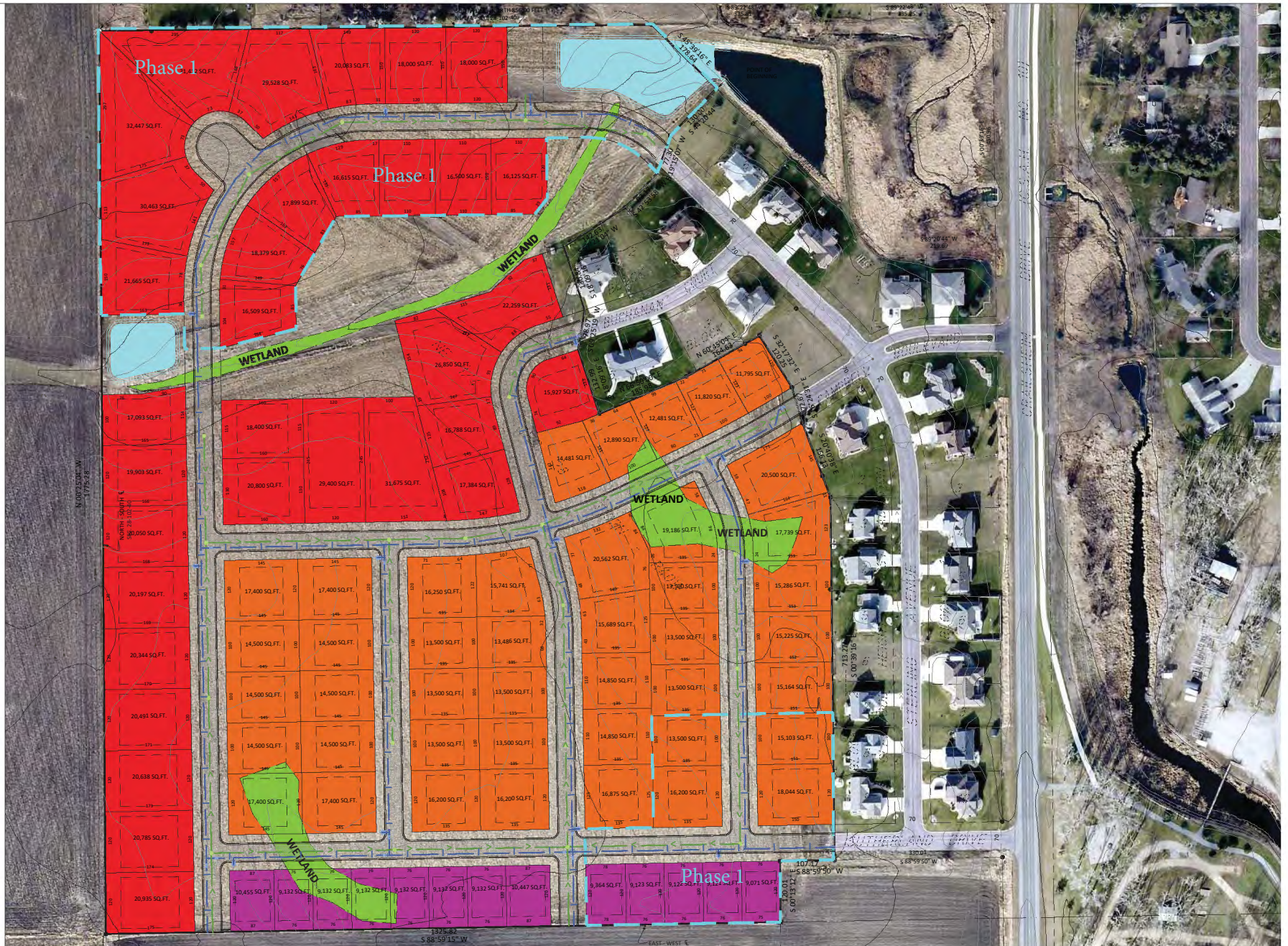


EXHIBIT 4-4



SEWER  
MAIN  
WETLAND

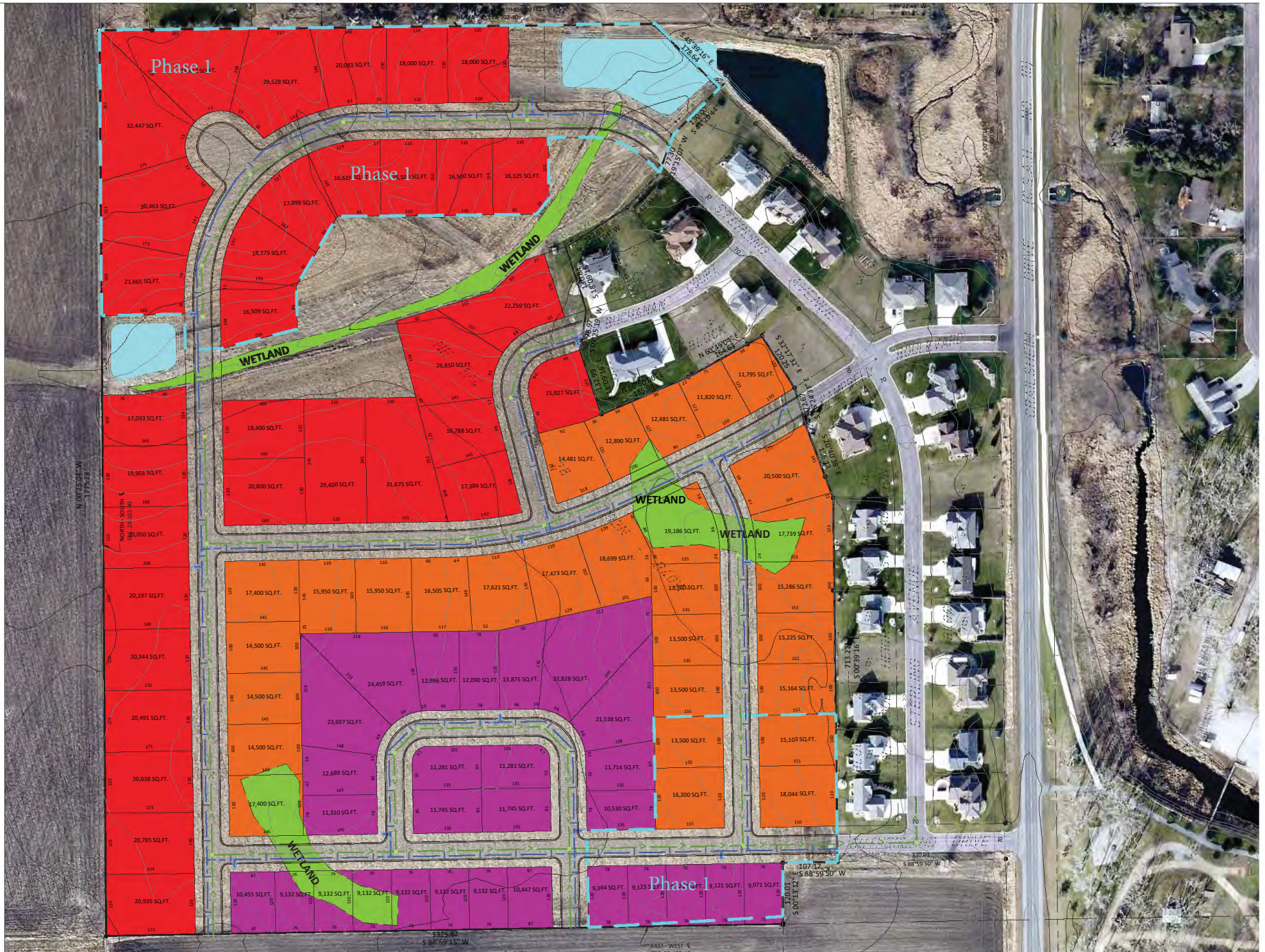


EXHIBIT 4-5



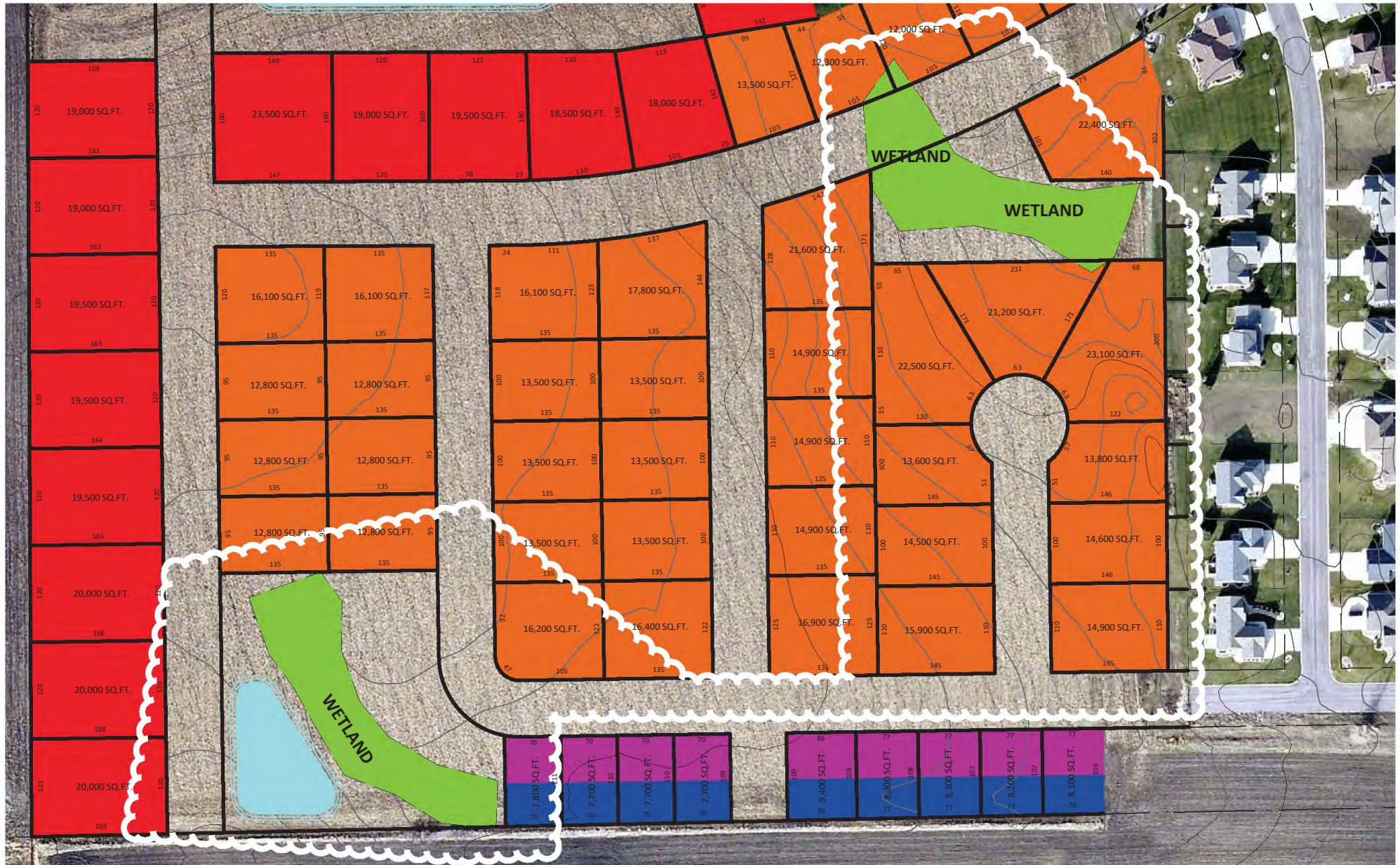


EXHIBIT 4-6

**COMMUNITY DEVELOPMENT MEMO****DATE: OCTOBER 14, 2019****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****CASE ITEMS****1. PUBLIC HEARING – NOBLES HOME INITIATIVE REQUEST (PARCEL ID# 31-2658-000 – 1615 OKABENA STREET)**

Exhibit 1A is a copy of the Nobles Home Initiative (NHI) application submitted by Dan Wagner. The applicant is seeking approval of tax abatement for the construction of a single-family home at 1615 Okabena Street. The house is approximately 1,656 square feet with an approximately 550 square foot attached garage. The estimated value of the project is \$200,000, which would generate approximately \$2,129 in annual taxes utilizing the 2019 tax rate. The City's share would be approximately \$1,013.

Staff has reviewed the application and finds that it meets all the parameters of the NHI Guidelines. Therefore, staff is recommending approval of the application. To comply with State Statutes regarding tax abatement, a public hearing has been scheduled tonight to allow for public comment on the proposed abatement. Should Council concur with staff's recommendation, it may adopt the resolution provided in Exhibit 1B after the completion of the public hearing to approve the requested abatement.

Council action is requested.

**2. PUBLIC HEARING – NOBLES HOME INITIATIVE REQUEST (PARCEL ID# 31-3776-895 – 1953 WOODLAND COURT)**

Exhibit 2A is a copy of the Nobles Home Initiative (NHI) application submitted by Doug Nau. The applicant is seeking approval of tax abatement for the construction of a single-family home at 1953 Woodland Court. The house is approximately 3,900 square feet with an approximately 1,600 square foot attached garage. The estimated value of the project is \$500,000, which would generate approximately \$5,322 in annual taxes utilizing the 2019 tax rate. The City's share would be approximately \$2,531.

Staff has reviewed the application and finds that it meets all the parameters of the NHI Guidelines. Therefore, staff is recommending approval of the application. To comply with State Statutes regarding tax abatement, a public hearing has been scheduled tonight to allow for public comment on the proposed abatement. Should Council concur with staff's recommendation, it may adopt the resolution provided in Exhibit 2B after the completion of the public hearing to approve the requested abatement.

Council action is requested.

### **3. CONDITIONAL USE PERMIT – CERTAIN PROPERTY EAST OF C.S.A.H. 5 (READ AVE.) AND NORTH OF C.S.A.H. 35**

Pulver Towing submitted a request for a conditional use permit for property currently owned by D&H Storage LLC located approximately 267 feet east of Read Avenue (C.S.A.H. 5) and approximately 467 feet north of County Road 35 shown in Exhibit 3A to operate an 58 foot by 86 foot warehouse and office with an accompanying 78 foot by 86 foot impound lot. The legal description of the property under consideration is as follows:

Unit 1, Common Interest Community No. 27, D & H Storage II, a Planned Community, City of Worthington, Nobles County, Minnesota.

The Planning Commission considered the conditional use permit request at its October 1st, 2019 meeting. The Commission voted unanimously to approve the requested conditional use permit subject to the following conditions:

1. The impound lot is screened with at least a 7-foot tall fence adhering to the guidelines of City Code Section 155.043(C)(1) regarding materials used for walls and fences;
2. The development maintain compliance with City Code Section §155.042 regarding parking and loading spaces;
3. The property is developed in accordance with submitted site plans in Exhibit 3C regarding the building and impound lot;
4. The property adheres to the Stormwater Pollution Prevention Plan (SWPPP) for the site; and
5. The subject property maintain compliance with all applicable Local, State and Federal Requirements.

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

1. The subject property is currently zoned "M1" – Light Manufacturing District as shown in Exhibit 3B. This district is intended to provide locations for non-nuisance type manufacturing uses which may be located reasonably close to residential areas. The area to the south of the subject property is zoned "R-4"-Medium Density Residential. While the impound lot is close to residential uses, other than the trucks going back and forth from the yard, it would not emit any smoke or cause any other known noise issues that would be a detriment to the public health safety and welfare of the neighborhood. This is not a scrap yard and any cars impounded would be screened from public view. As of 2015, C.S.A.H. 5 averages 1,650 daily vehicle trips. City staff has observed that a significant share of these trips consists of large trucks. Based on conversations with the developer, staff finds that the proposed development will not generate a large increase in truck traffic or noise.



2. The City Code's Schedule of Density, Area and Bulk Requirements has established setbacks for the "M-1" district. The following setbacks and requirements must be adhered to in an "M-1" district:

Front Yard: 25 Feet

Rear Yard: 10 feet

Side Yard: 10 feet

Maximum Floor Area Ratio: 0.5

Maximum Structure Coverage: 50%

Maximum Building Height: 70 feet

As shown in Exhibit 3C, the proposed warehouse and impound lot would meet all zoning requirements

3. The City's Comprehensive Plan has designated the future land use for the subject property as General Industrial as shown in Exhibit 3D. These areas provide for the majority of industrial and manufacturing land uses in Worthington. They are areas located along major highway and railroad corridors to help facilitate industrial commerce activities. The subject property is located in the East Industrial Growth area that indicates that this area provides for the development and expansion of industrial land uses. This area also provides locations to attract new business. The land use is on a well used route and could handle the traffic an impound lot could bring.
4. The surrounding properties should also be considered with a conditional use permit to make sure that the proposed use would not be detrimental to the health, safety and welfare of the locality. The land uses surrounding the subject property are:

North: Agricultural Field

West: Single Family Home

South: Apartments (Rising Sun Estates)

East: Bare Ground/Storage Units

The surrounding properties are shown in Exhibit 3E.

5. As the proposed development is near residential properties, it should be noted that lighting should not be a nuisance to the residential properties as shown in Section 155.042(G)(4):

*"§155.042(G)(4) Lighting. Any lighting used to illuminate off-street parking or loading areas shall be directed away from residential properties in such a way as not to create a nuisance to either residential properties or oncoming vehicles."*



There will likely be some operations outside of traditional working hours that will keep the impound lot lit overnight as well as the front of the building. There are current storage buildings closer to the residential properties with lighting that are not nuisances to them or oncoming vehicles currently. For these reasons, staff finds that the development would likely not create any new nuisances in regards to lighting.

Should Council wish to adopt the findings of the Planning Commission and approve the conditional use permit, it may do so by motion. A 4/5 majority will be required for approval. Any council member not in favor of the approval must state for the record their reasons for denial.

Council action is requested.

#### **4. PROPOSED TEXT AMENDMENT – CITY OF WORTHINGTON**

The City of Worthington is considering a text amendment to Chapter 155: Zoning, Appendix E: Table 5: Schedule of Use Regulations to allow the land uses of public parks, playgrounds, recreation and community center buildings and grounds; golf courses, country clubs, tennis courts and similar recreational uses, all of a non-commercial nature to be permitted in a “B-2” - Central Business District with the issuance of a conditional use permit only. This land use is currently not permitted in a “B-2” - Central Business District Zone. The City of Worthington approved a 0.5% local option sales tax to provide funding for community amenity projects within the City of Worthington. An indoor fieldhouse was one of six approved sales tax projects. It is proposed to be an indoor recreational facility that hosts various sporting and community events.

The Planning Commission considered the proposed text amendment at its October 1, 2019 meeting. After holding a public hearing, the Commission voted unanimously to recommend the City Council approve the proposed text ordinance. The Commission’s recommendation was based on the following considerations:

1. The City Attorney has provided an opinion that the land use of a fieldhouse hosting indoor soccer and other sporting and community events fits most closely under the definition of ‘S. Recreational’ as shown in Exhibit 4A. The land use of ‘S. Recreation’ is defined as “(Public and Quasi-Public) - Public parks, playgrounds, recreation and community center buildings and grounds; golf courses, country clubs, tennis courts and similar recreational uses, all of a non-commercial nature.”
2. The proposed location for the indoor fieldhouse is currently zoned “B-2” – Central Business District as shown in Exhibit 4B. The current use of ‘S. Recreational’ is currently not permitted in a “B-2” – Central Business District zone as shown in Exhibit 4C. The fieldhouse would not be able to operate at the proposed location unless a change of zone of the property occurred or a text amendment was adopted to permit this land use in the “B-2” district. The rest of the Welcome, Education, Library and Livability (W.E.L.L.) project would be able to be permitted in a “B-2” district, as well as the greater floor-to-area-ratio (FAR) permitted in this district. Due to this fact, staff believes the best

approach is a text amendment to allow the recreational uses in a “B-2” district with the issuance of a conditional use permit only. Requiring a conditional use permit for the land use of ‘S. Recreational’ in the “B-2” zoning district would allow the Planning Commission and City Council to place reasonable conditions on the proposed and any similar development that would provide an opportunity to mitigate any threat to the public safety, health and welfare and make sure that the proposed development would be compatible with surrounding land uses.

3. Most of the area zoned “B-2”- Central Business District is located in the downtown area as shown in Exhibit 4D. Other recreational uses like public parks, playgrounds, and recreation centers could be allowed in the “B-2” district and may help families spend more time in the downtown area and possibly boost shopping in the future.

Should Council concur with the findings of the Planning Commission, it may approve the requested proposed ordinance by approving a first reading of the proposed ordinance shown in Exhibit 4E. A 4/5 majority vote is required for approval.

Council action is requested.



**MEMORANDUM**

To: Mr. Tom Johnson, Nobles County Administrator  
From: Abraham Algadi, Executive Director *Algadi*  
Date: August 28<sup>th</sup> 2019  
Re: **NHI 13-2019 Tax Abatement Application – Dan Wagner**

This application for Nobles Home Initiative is for parcel ID # 31-2658-000 and is located at 1615 Okabena Street Worthington Minnesota 56187.

The applicant is asking for tax abatement and intends to sell the property once construction is completed and certificate of occupancy is issued. This application complies with the requirements of Nobles Home Initiative Program. and Staff recommends approval.

Thank you.

Encl.

Parcel tax info.  
Letter  
Parcel map  
Pictures

8-28-2019

~~Month day 2018~~

Abraham Algadi, Executive Director  
Worthington Regional Economic Development Corp.  
1121 3<sup>rd</sup> Avenue  
Worthington, Minnesota 56187

Dear Abraham:

As part of the Nobles Home Initiative we are building a new House ADDRESS 1615 Okabena St. Worthington.  
Attached please find property site map, tax statement, and construction plans for the new unit. This request is being made under the provisions of the Nobles Home Initiative program. We are planning to file for a building permit and start construction June -.

My NHI application includes:

- This letter updated and signed requesting abatement.
- Legal description of the property/property tax statement.
- Estimated project cost including land.
- Expected start and completion dates.
- A set of elevation and site plans for the proposed building.

Further building details will be included in the actual building permit. If you have any questions, or need additional information, please feel free to let me know.

Sincerely,

Daniel Wagner

507-360-6572

Encl.

Exp. Value \$200,000

CC: File



## Overview



## Legend

- ☐ Parcel Numbers
- ☐ Parcels
- ☒ Municipalities
- ☐ QuarterQuarters
- ☐ Sections
- ☐ Townships

<b>Parcel ID</b>	31-2658-000	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	WAGNER/DAN
<b>Sec/Twp/Rng</b>	0-0-0	<b>Class</b>	RESIDENTIAL VACANT LAND		1930 WOODLAND COURT
<b>Property Address</b>	1615 OKABENA ST	<b>Acreage</b>	n/a		WORTHINGTON MN 56187
<b>District</b>	n/a				
<b>Brief Tax Description</b>	n/a				

(Note: Not to be used on legal documents)

Date created: 9/3/2019  
 Last Data Uploaded: 9/2/2019 7:34:59 PM

Developed by  **Schneider**  
 GEOSPATIAL

*Vacant lot  
 according to Records.*



**Summary**

Parcel ID	31-2658-000
Property Address	1615 OKABENA ST
Sec/Twp/Rng	0-0-0
Lot/Block	Lot 3/Block 3
Plat	MOULTON'S RESURVEY & SUBDIVISION
Brief Tax Description	(Note: Not to be used on legal documents)
Deeded Acres	0.00
CER	N/A
Class	RESIDENTIAL VACANT LAND
Homestead	NON HOMESTEAD
Twp/City	31
School District	518

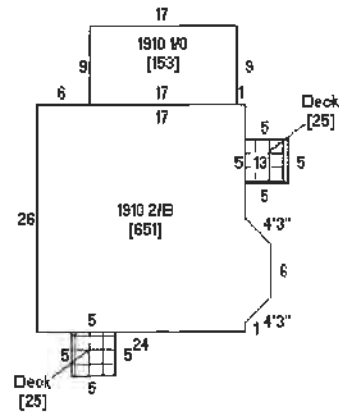
**Owner**

**Taxpayer**  
Wagner/Dan  
1930 Woodland Court  
Worthington MN 56187

**Land**

Lot Dimensions	Regular Lot: 72.10 x 174.60
Lot Area	0.29 Acres; 12,589 SF

**Photos**



Sketch by [www.demavision.com](http://www.demavision.com)

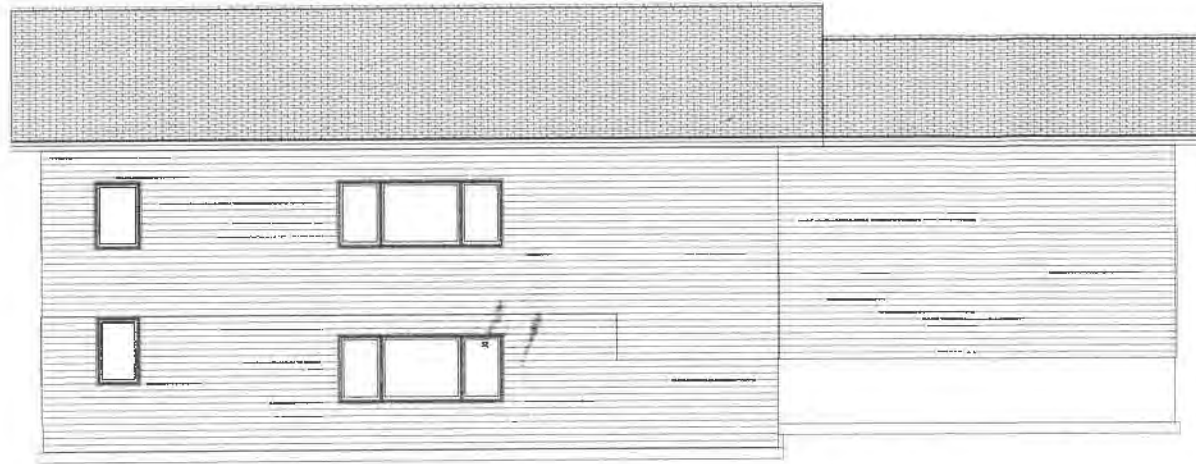
No data available for the following modules: Residential.

The user acknowledges and accepts all inherent limitations of the maps and data, including the fact that the maps and data are dynamic and in a constant state of maintenance, correction and revision. The maps and associated data delineated on a map, either expressed or implied.

Developed by  
 Schneider  
 GEOSPATIAL

Version 2.3.2

GRAY



Exterior Elevation Left



Exterior Elevation Front



Exhibit 1A

Worthinton

Wagner Const

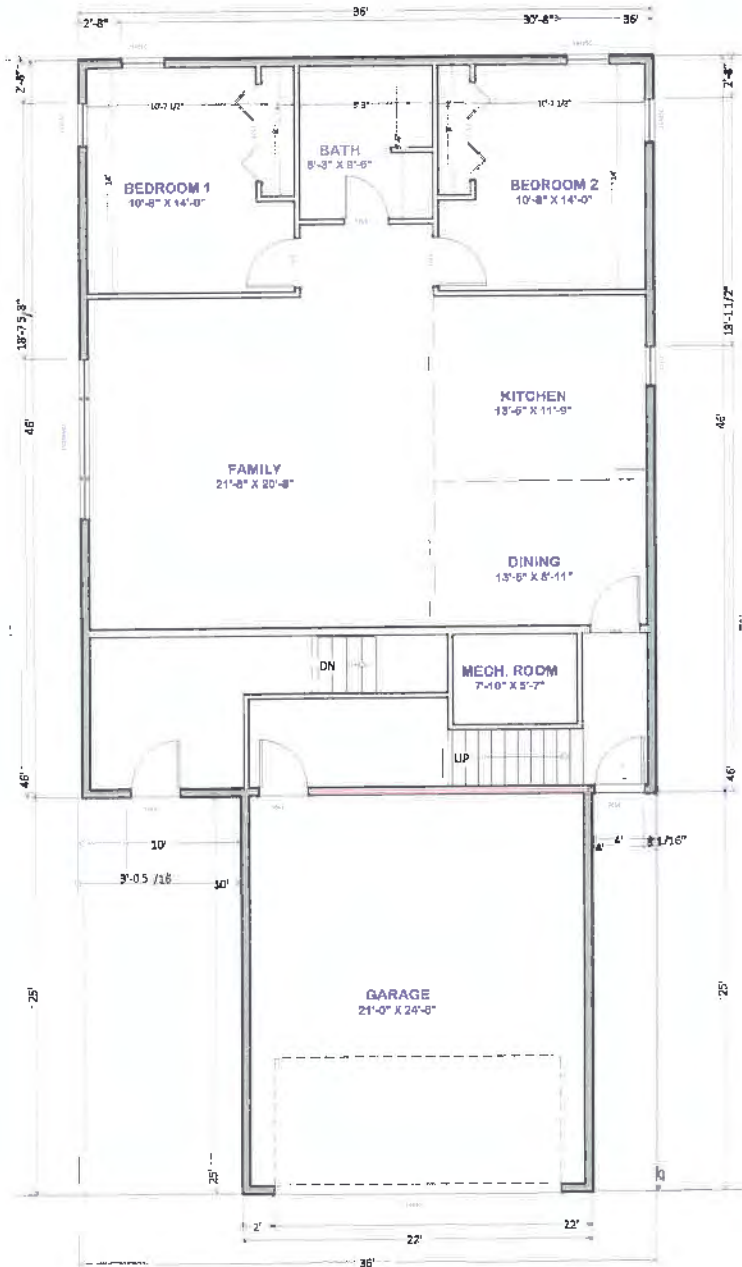
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Sheet No

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# GRAY



Worthington

Wagner Const

Project: THESE 1 PROPR OF WO MATER DEVELC USE OF DRAWI CONTA THE RE PROHE YOU TC HOMEC TO VER STRUCI CODES. REQUIR 4-2-Rev1

No. Drawn: Constructo Date: Sheet: 111

Sheet: No

Exhibit 1A

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING TAX ABATEMENT FOR A CERTAIN PROPERTY  
PURSUANT TO MINN. STAT. 469.1813**

WHEREAS, Minnesota Statute 469.1813 gives authority to the City of Worthington to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, the City of Worthington has adopted the Nobles Home Initiative guidelines which must be met before abatement of taxes will be granted for residential development; and

WHEREAS, Dan Wagner is the owner of certain property within the City of Worthington, legally described as follows:

Lot 3, Block 3, Moulton's Resurvey & Subdivision of Clary's Addition, City of Worthington, Nobles County, Minnesota.

WHEREAS, Dan Wagner has made an application to the City of Worthington for the abatement of taxes as to the above-described parcel; and

WHEREAS, Dan Wagner has met the statutory requirements outlined under Minnesota Statute 469.1813 Subdivision 1(1) and Subdivision 2(i) as well as the City's Nobles Home Initiative guidelines for tax abatement;

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

1. The City of Worthington does, hereby grant an abatement of the City of Worthington's share of real estate taxes upon the above-described parcel for the construction of a single-family home at 1615 Okabena Street.
2. The tax abatement will be for no more than five years commencing on the first year of taxes payable for the assessed value(s) related to the capital improvements outlined in Paragraph 1.
3. The City shall provide the awarded abatement payments following payment of due real estate taxes annually. Payments shall be made to the owner of record at the time of the payment.
4. The tax abatement shall be for the capital improvements only. Land values are not eligible and will not be abated.

5. The abatement shall be null and void if construction is not commenced within 6 months of the approval of this resolution or if the real estate taxes are not paid on or before the respective payment deadlines annually.

Adopted by the Worthington City Council this 14<sup>th</sup> day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Melinda Eggers, City Clerk



**MEMORANDUM**

To: Mr. Tom Johnson, John Landgaard, & Steve Robinson.

From: Abraham Algadi, Executive Director

Date: September 9<sup>th</sup> 2019

Re: **NHI 14-2019 Tax Abatement Application – Doug Nau for Lorenzes**

This application for Nobles Home Initiative is for the construction of a new house on a vacant lot with parcel ID # 31-3776-895 that is located at 1953 Woodland Court Worthington Minnesota 56187.

The applicant is asking for tax abatement for owner occupied single family home with an estimated construction cost of about \$500,000. This application complies with the requirements of Nobles Home Initiative Program. and Staff recommends approval.

Thank you.

Encl.

Parcel tax info.

Parcel map

Construction plans



## Overview



## Legend

-  Parcel Numbers
-  Parcels
-  Roads
-  Municipalities
-  QuarterQuarters
-  Sections
-  Townships

**Parcel ID** 31-3776-895 **Alternate ID** n/a  
**Sec/Twp/Rng** 0-0-0 **Class** RESIDENTIAL VACANT LAND  
**Property Address** **Acreage** n/a  
**District** n/a  
**Brief Tax Description** LOT 14 EXC W 60' & ALL OF LOT 15 BLOCK 2  
 (Note: Not to be used on legal documents)

**Owner Address** LORENZ/JOEL J & JULIE A  
 22491 OLIVER AVE  
 WORTHINGTON MN 56187

Date created: 9/9/2019

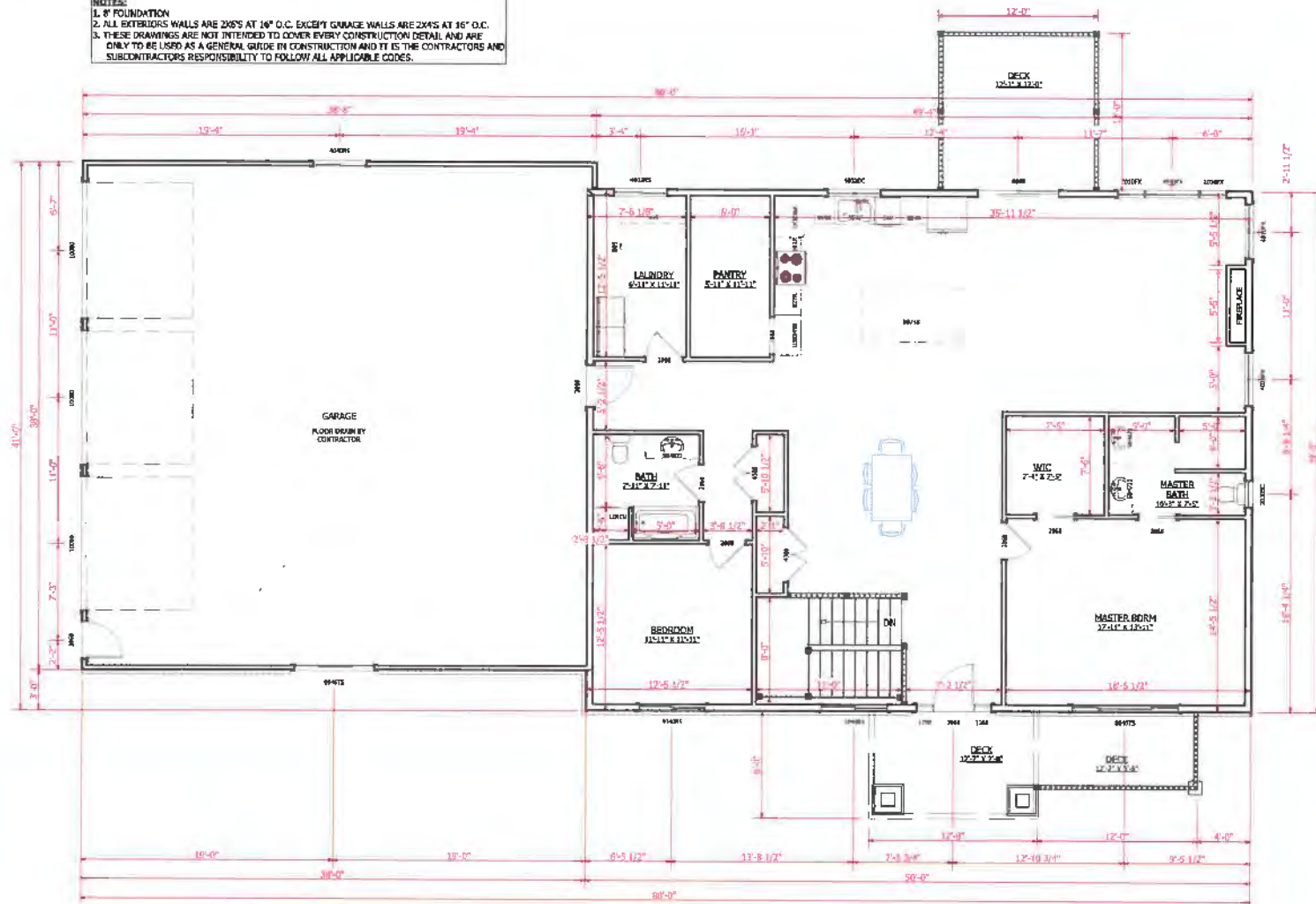
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Developed by  **Schneider**  
GEOSPATIAL



**MAIN LEVEL:**  
1,950 SQ FT  
**DETAILS:**  
20" TRUSSES  
7' MAIN LEVEL CEILING

**NOTES:**  
1. 8" FOUNDATION  
2. ALL EXTERIOR WALLS ARE 2X8'S AT 16" O.C. EXCEPT GARAGE WALLS ARE 2X4'S AT 16" O.C.  
3. THESE DRAWINGS ARE NOT INTENDED TO COVER EVERY CONSTRUCTION DETAIL AND ARE ONLY TO BE USED AS A GENERAL GUIDE IN CONSTRUCTION AND IT IS THE CONTRACTOR'S AND SUBCONTRACTOR'S RESPONSIBILITY TO FOLLOW ALL APPLICABLE CODES.



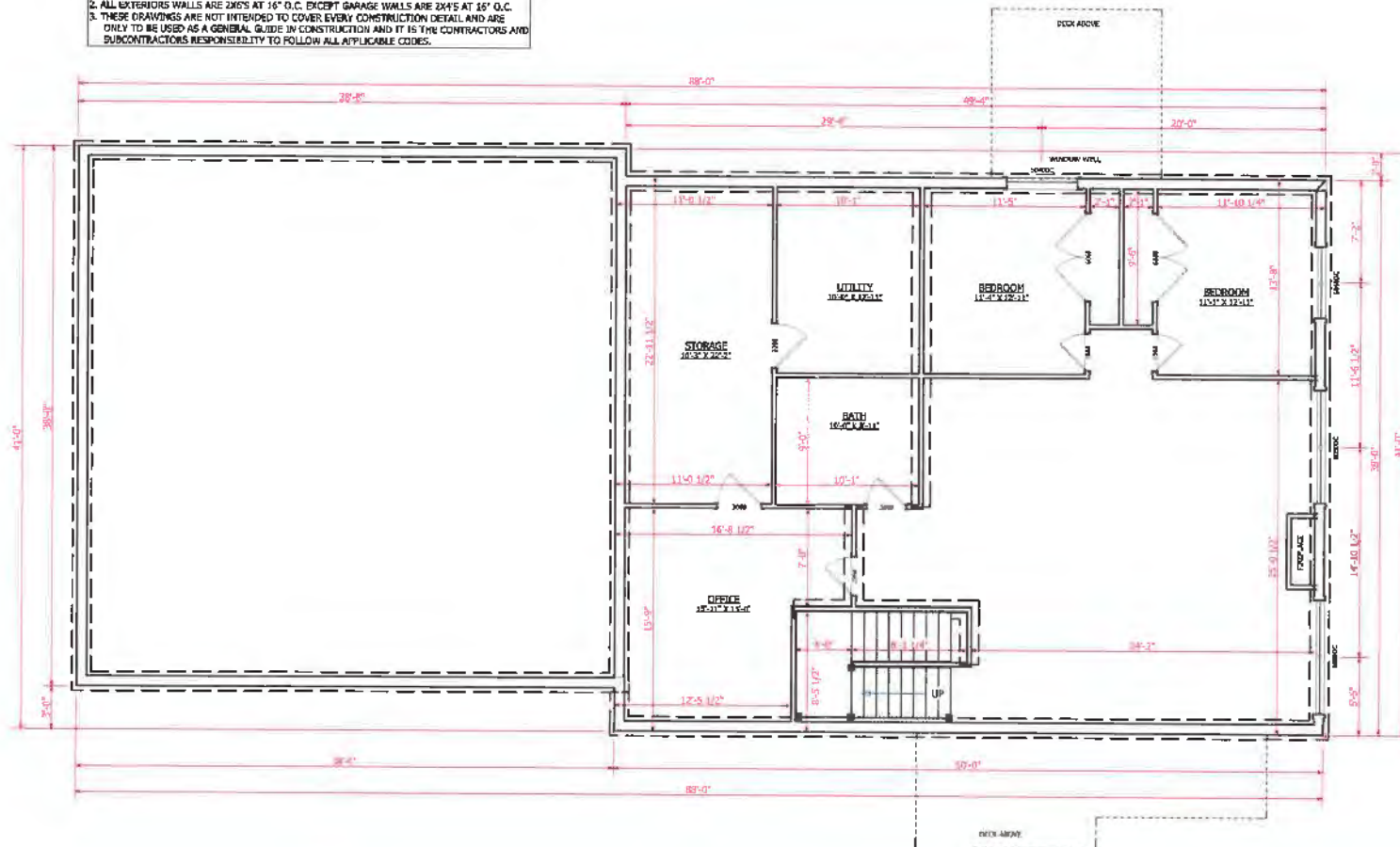
1st Floor

FOR CONSTRUCTION:  
SIGN OFF: \_\_\_\_\_ CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY THE DRAFTSPERSON OF ANY AND ALL DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE START OR FABRICATION OF ANY WORK.

**MAIN LEVEL:**

**DETAILS:**  
20" TRUSSES  
9' MAIN LEVEL CEILING

**NOTES:**  
1. 8" FOUNDATION  
2. ALL EXTERIOR WALLS ARE 24" O.C. EXCEPT GARAGE WALLS ARE 24" O.C. AT 16" O.C.  
3. THESE DRAWINGS ARE NOT INTENDED TO COVER EVERY CONSTRUCTION DETAIL AND ARE ONLY TO BE USED AS A GENERAL GUIDE IN CONSTRUCTION AND IT IS THE CONTRACTOR'S AND SUBCONTRACTOR'S RESPONSIBILITY TO FOLLOW ALL APPLICABLE CODES.



## Foundation

FOR CONTRACTOR  
KEY OFF:

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY THE DRAFTER/PERSON OF ANY AND ALL DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE START OR FABRICATION OF ANY WORK.

**DREAM  
DESIGN  
DRAFTING**

606.334.1019  
27677 459th Ave.  
Lemmon, SD  
57039

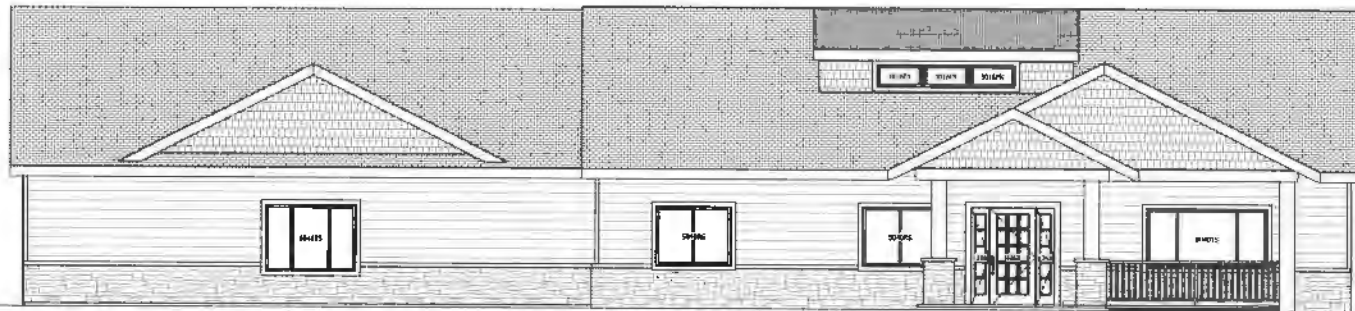
NAU CONSTRUCTION

Exterior  
Elevations

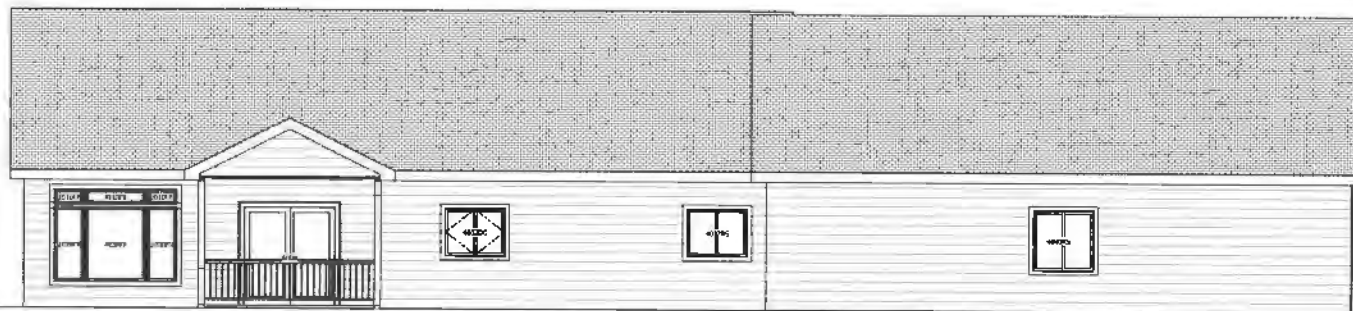
Scale  
1/8" = 1'0"

Date  
8/29/2019

Sheet  
A-4



Elevation 1



Elevation 2





Elevation 3



Elevation 4

**DREAM  
DESIGN  
DRAFTING**

605.334.1019  
27577 469th Ave.  
Lemmon, SD  
57059

NAU CONSTRUCTION

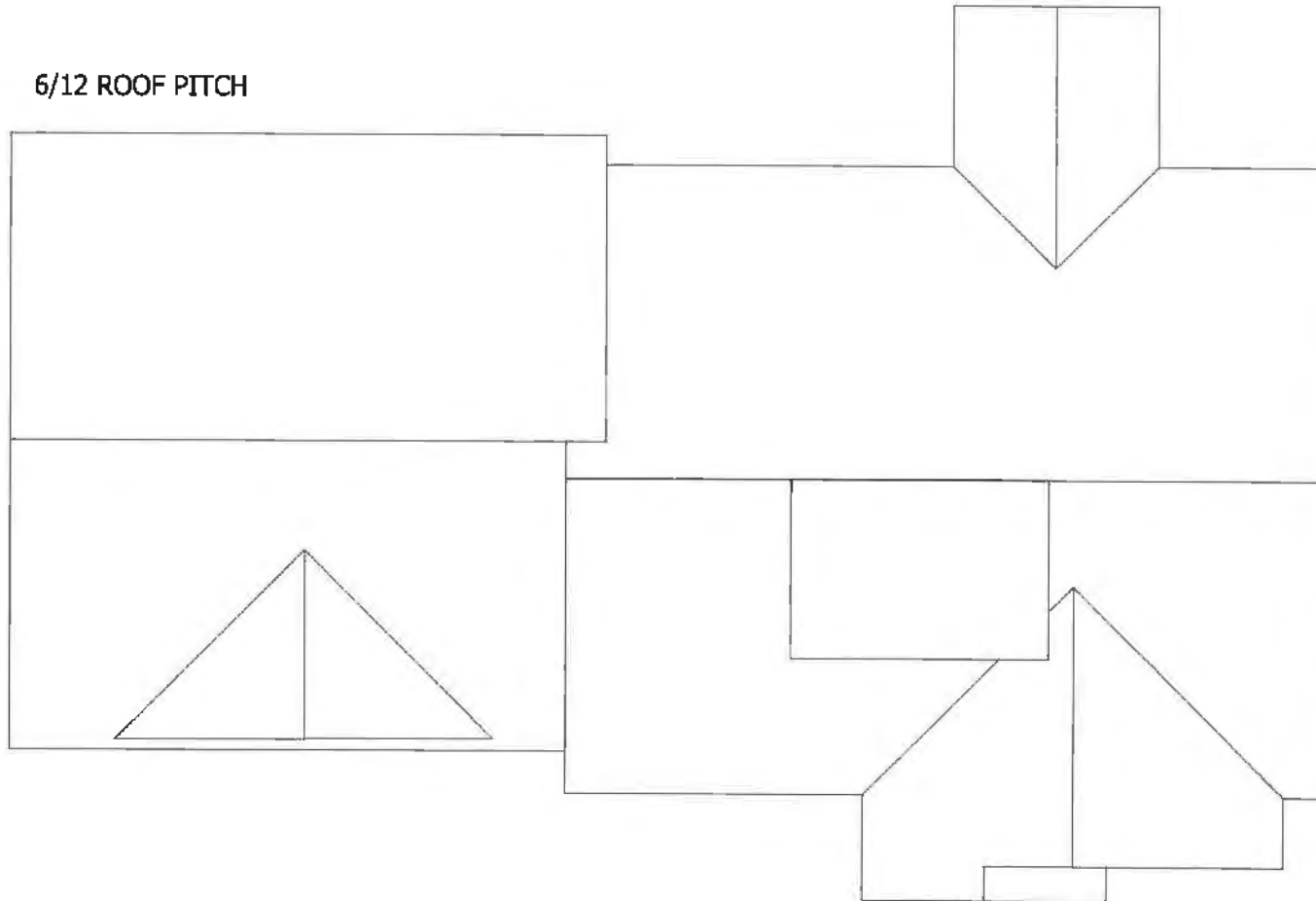
Exterior  
Elevations

Scale  
1/8" = 1'0"

Date  
8/29/2019

Sheet  
A-5

6/12 ROOF PITCH



**DREAM  
DESIGN  
DRAFTING**

605.334.109  
27677 469th Ave.  
Lemmon, SD  
57059

NAU CONSTRUCTION

Roof Plan

Scale  
1/8" = 1'0"

Date  
8/29/2019

Sheet  
A-6

FOR CONSTRUCTION  
SIGN OFF:

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY THE DRAFTSPERSON OF ANY AND ALL DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE START OR FABRICATION OF ANY WORK.



**DREAM  
DESIGN  
DRAFTING**

605.354.1019  
27677 469th Ave.  
Lemmon, SD  
57039

NAU CONSTRUCTION

Project  
Overview

Scale  
1/8" = 1'0"

Date  
8/29/2019

Sheet  
A-1

FOR CONSTRUCTION  
SIDE ONLY

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY THE DRAFTSPERSON OF ANY AND ALL DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE START OR FABRICATION OF ANY WORK.

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING TAX ABATEMENT FOR A CERTAIN PROPERTY  
PURSUANT TO MINN. STAT. 469.1813**

WHEREAS, Minnesota Statute 469.1813 gives authority to the City of Worthington to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, the City of Worthington has adopted the Nobles Home Initiative guidelines which must be met before abatement of taxes will be granted for residential development; and

WHEREAS, Joel J. & Julie A. Lorenz, a married couple, are the owners of certain property within the City of Worthington, legally described as follows:

Lot 14 excluding the west 60 feet, and all of Lot 15, Block 2, Woodland Ridge Addition, City of Worthington, Nobles County, Minnesota.

WHEREAS, Doug Nau has made an application to the City of Worthington for the abatement of taxes as to the above-described parcel; and

WHEREAS, Doug Nau has met the statutory requirements outlined under Minnesota Statute 469.1813 Subdivision 1(1) and Subdivision 2(i) as well as the City's Nobles Home Initiative guidelines for tax abatement;

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

1. The City of Worthington does, hereby grant an abatement of the City of Worthington's share of real estate taxes upon the above-described parcel for the construction of a single-family home at 1953 Woodland Court.
2. The tax abatement will be for no more than five years commencing on the first year of taxes payable for the assessed value(s) related to the capital improvements outlined in Paragraph 1.
3. The City shall provide the awarded abatement payments following payment of due real estate taxes annually. Payments shall be made to the owner of record at the time of the payment.
4. The tax abatement shall be for the capital improvements only. Land values are not eligible and will not be abated.

5. The abatement shall be null and void if construction is not commenced within 6 months of the approval of this resolution or if the real estate taxes are not paid on or before the respective payment deadlines annually.

Adopted by the Worthington City Council this 14<sup>th</sup> day of October, 2019.

(SEAL)

---

Mike Kuhle, Mayor

Attest: \_\_\_\_\_  
Melinda Eggers, City Clerk





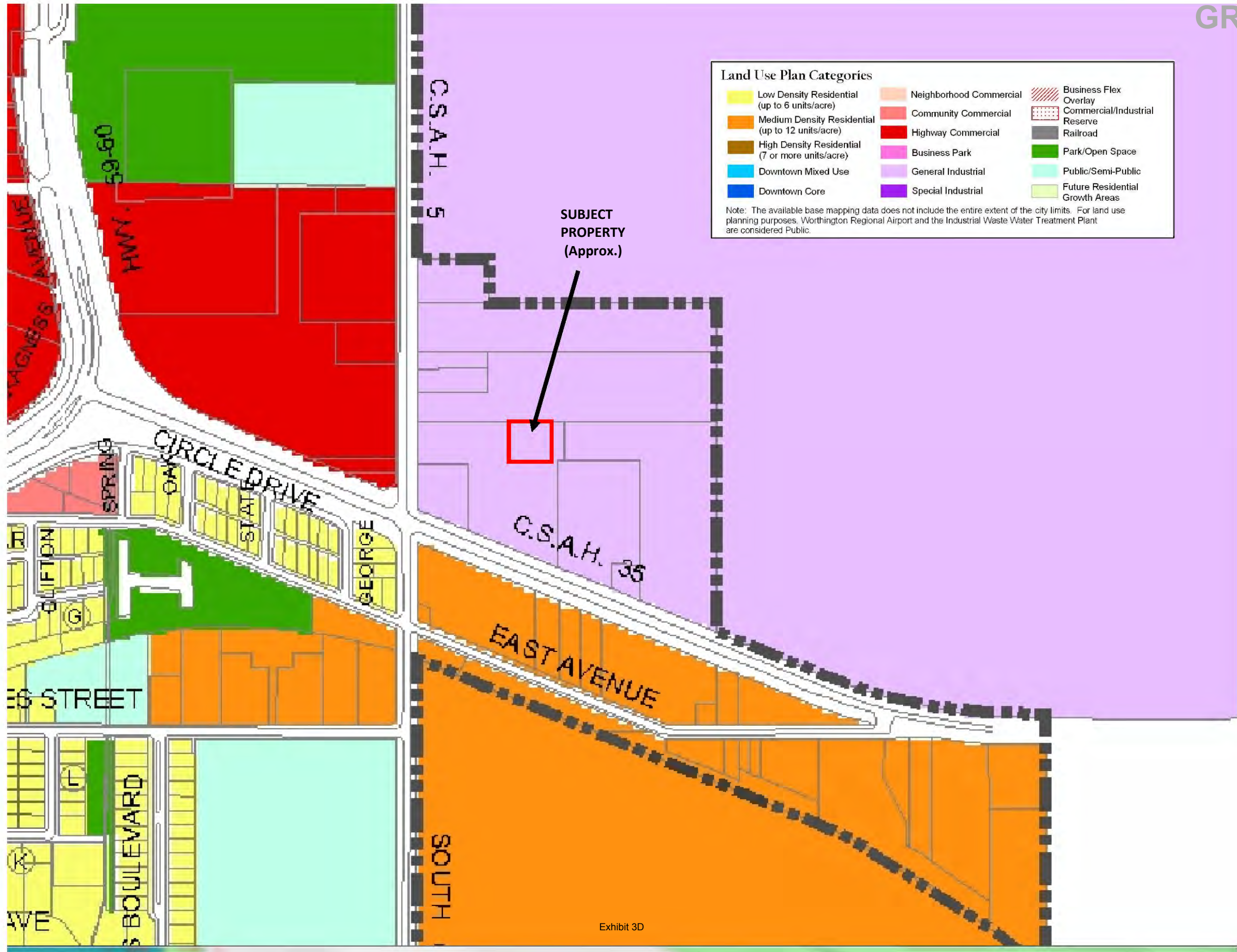


















Jeremiah Cromie

---

**From:** Jesse Flynn [jesse@flynnriordan.com]  
**Sent:** Thursday, June 06, 2019 11:27 AM  
**To:** Jason Brisson  
**Cc:** Steve E. Robinson  
**Subject:** Re: City Field House

Jason,

With the addition contracted services regarding the fieldhouse project, it's our opinion that the land use that most closely fits a field house would be S-Recreational.

It looks like the fieldhouse would be a 'special development' under nearly every zoning category (except P-Civic, B-2) so you'll likely need to do some re-zoning in any event.

Please let me know if you have any other questions or if you'd like to discuss further.

Thanks,

**Jesse A. Flynn**  
Flynn & Riordan PLLC  
906 Third Avenue, P.O. Box 201  
Worthington, MN 56187  
(507) 372-2620

This message contains information that may be confidential, subject to privilege, or exempt from disclosure under applicable law. This information is for the sole use of the intended recipient. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or reproduction of this message is strictly prohibited. If you have received this message in error, please notify our office immediately and delete this message.

On Mon, Jun 3, 2019 at 10:30 AM <[jbrisson@ci.worthington.mn.us](mailto:jbrisson@ci.worthington.mn.us)> wrote:

Jesse,

The City has received sales tax funding for a fieldhouse project that is now in the development stage. I am trying to find the land use category that most closely fits the land use. Being that is a City-owned community center, I would think it would fit most appropriately in the P. Civic (Residential) land use category shown below:

*P. CIVIC - Convention center, community center, public library, public museum, public art gallery, public recreation, fire station, public botanical garden, public auditorium and similar uses, each without outdoor storage*

However, it is my understanding that we will likely contract out operations to an organization such as the YMCA. In that case, I'm not entirely sure it wouldn't get pushed into one of the categories below:

*S. RECREATIONAL (Public and Quasi-Public) - Public parks, playgrounds, recreation and community center buildings and grounds; golf courses, country clubs, tennis courts and similar recreational uses, all of a non-commercial nature*

*T. RECREATIONAL (Private) - Private non-commercial recreation areas and facilities not listed above, including swimming pools, country club, and tennis club*

This will be important so we can determine if we may need to look at requesting a change of zone for the site or a conditional use permit application with the City Planning Commission at the location we are proposing.

Do you have an opinion on this?

Thank you,

Jason

Jason Brisson

Director of Community/Economic Development

City of Worthington

[jbrisson@ci.worthington.mn.us](mailto:jbrisson@ci.worthington.mn.us)

(507) 372-8640

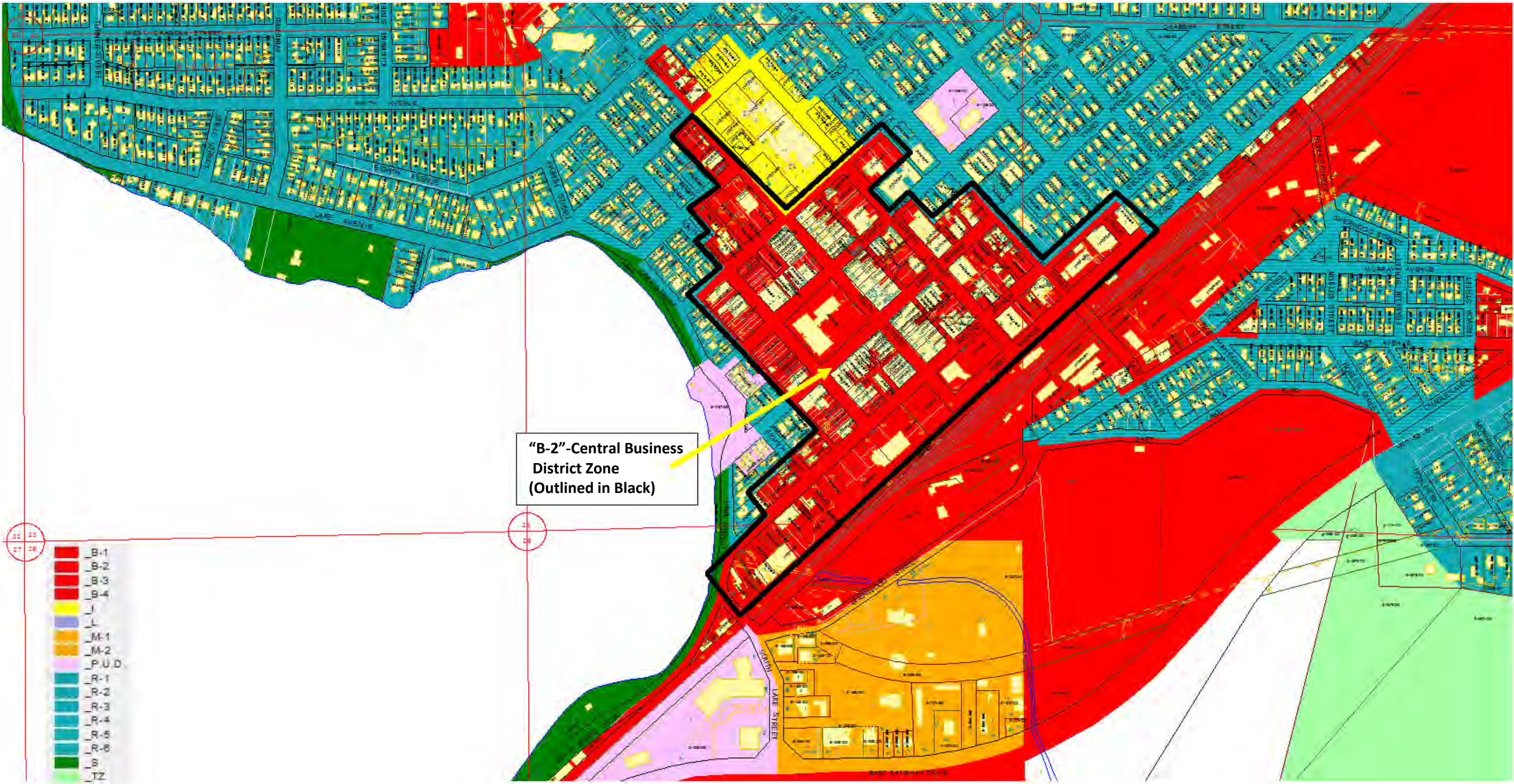




APPENDIX E: TABLE 5.  
SCHEDULE OF USE  
REGULATIONS

KEY: P - Permitted Use <b>SCHEDULE OF USE REGULATIONS</b> S - Special Development A - Accessory Use C - Conditional Use																	
RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER			
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	T2	L
A. Single Family	P	P	P	P	S	S	P	P	S	—	—	—	—	S	—	P	—
B. Townhouse	S	P	P	P	P	—	—	S	—	—	—	—	—	S	—	S	—
C. Two family	S	P	P	P	S	—	—	S	—	—	—	—	—	—	—	S	—
D. Multi-family	S	S	S	P	P	—	—	—	S	—	—	—	—	—	—	—	—
E. Mobile Homes	—	—	—	—	—	P	—	—	—	—	—	—	—	—	—	—	—
F. Home Occupations	A	A	A	A	A	A	A	A	A	—	—	—	—	A	—	A	—
G. Boarding Houses	—	—	S	S	S	—	—	S	S	—	—	—	—	S	—	—	—
H. Guest Home	—	—	—	S	S	—	—	—	S	S	—	—	—	S	—	—	—
I. Fraternity & Sorority Houses	—	—	—	S	P	—	—	—	S	—	—	—	—	S	—	—	—
J. Child Care	S	S	S	S	P	S	S	S	S	S	S	S	—	S	—	—	—
K. Convalescent, Nursing and Rest Homes	S	S	S	S	S	—	—	—	S	—	—	—	—	S	—	—	—
L. Hospitals	—	—	S	S	S	—	S	—	S	—	—	—	—	P	—	—	—
M. Motels	—	—	—	S	S	—	—	—	P	P	S	—	—	S	—	—	—
N. Seasonal Residential	—	—	—	—	—	—	—	—	—	S	—	—	—	—	S	S	—
O. Clubs	—	—	S	S	P	—	—	S	P	P	S	—	—	S	—	—	—
P. Civic	S	P	P	P	P	P	P	S	P	S	S	—	—	S	S	—	—
Q. Public Service	—	—	—	—	—	—	—	—	S	S	—	S	P	—	—	S	—
R. Utility Stations	P	P	P	P	S	P	P	S	S	P	S	P	P	S	S	S	—
S. Recreational: <sup>1</sup>	P	P	P	P	S	S	P	S	—	S	S	S	—	—	P	—	—
T. Recreational: <sup>2</sup>	S	P	P	P	S	P	P	—	—	S	S	S	S	S	P	S	—
U. Public Institutional and Cultural	S	S	S	P	P	S	S	S	S	S	S	S	—	P	S	S	—
V. Major Educational	—	—	—	S	S	S	—	—	S	S	S	—	—	P	—	—	—
W. Agricultural	—	—	—	—	—	—	—	S	—	P	P	P	P	P	S	P	—
X. Greenhouse	—	—	—	S	—	—	—	S	S	S	S	S	S	S	—	S	—
Y. Cemetery	—	S	—	S	—	—	S	—	—	—	—	S	—	—	—	P	—
Z. Parking Lots	S	S	S	S	P	S	S	P	P	P	P	P	P	P	S	S	—
FOOTNOTES: 1. Public and quasi-public 2. Private 3. Temporary Occupancy																	







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

**AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON,  
NOBLES COUNTY, MINNESOTA**

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

**Section I**

The Worthington City Code, Title XV, Section 155 Table 5 (Schedule of Use Regulations), shall be amended to read as follows:

Table 5: Schedule of Use Regulations  
Subtitle: Residential Use Group

Letter S - Recreational be amended to allow the land use as a conditional use permit in the "B-2"  
– Central Business District.

**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**

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

(SEAL)

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

Attest: \_\_\_\_\_  
Melinda Eggers, City Clerk



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BANNER ASSOCIATES INC	9/27/19	RAW WATER PIPELINE RELOCAT	WATER	FA TRANS MAINS	2,404.40_
				TOTAL:	2,404.40
BOLTON & MENK INC	9/27/19	DUGDALE WETLAND/DELINEATIO	ECONOMIC DEV AUTHO	MISC HOUSING DEVELOPME	1,300.00
	9/27/19	DUGDALE WETLAND/DELINEATIO	ELECTRIC	O-DISTR MISC	1,300.00
	9/27/19	SOUTH CONCRETE APRON	AIRPORT	PROJECT #11	3,045.00_
				TOTAL:	5,645.00
BREWSTER HEATING & COOLING LLC	9/27/19	MAU MAIN BLDG REPAIR	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	289.29
	9/27/19	MAU MAIN BLDG REPAIR	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	262.50_
				TOTAL:	551.79
DEPARTMENT OF ENERGY	9/27/19	ANNUAL O/M REVENUE METER #	ELECTRIC	M-DISTR STATION EQUIPM	500.00_
				TOTAL:	500.00
DEPUTY REGISTER #33	9/27/19	TITLE 2017 F-350	WATER	O-DISTR MISC	14.25_
				TOTAL:	14.25
EGGERS, MINDY	9/27/19	MCAA CONFERENCE	GENERAL FUND	CLERK'S OFFICE	47.10_
				TOTAL:	47.10
FORUM COMMUNICATIONS COMPANY	9/27/19	AD FOR BIDS (B/M-EQ PROJE	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	1,537.50_
				TOTAL:	1,537.50
FRONTIER COMMUNICATION SERVICES	9/27/19	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	29.26
	9/27/19	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	525.07
	9/27/19	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	182.61
	9/27/19	PHONE SERVICE	GENERAL FUND	ACCOUNTING	68.74
	9/27/19	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	165.73
	9/27/19	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	180.07
	9/27/19	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	26.43
	9/27/19	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	228.60
	9/27/19	PHONE SERVICE	GENERAL FUND	PAVED STREETS	138.24
	9/27/19	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	276.96
	9/27/19	PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	210.23
	9/27/19	PHONE SERVICE	RECREATION	PARK AREAS	157.96
	9/27/19	BAC FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	101.25
	9/27/19	PHONE SERVICE	LIQUOR	O-GEN MISC	233.14
	9/27/19	PHONE SERVICE	AIRPORT	O-GEN MISC	91.97
	9/27/19	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	129.74
	9/27/19	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	25.43_
				TOTAL:	2,771.43
HACH COMPANY	9/27/19	PH STORAGE SOLUTION, ELECT	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	102.78_
				TOTAL:	102.78
HAWKINS INC	9/27/19	275 GALLONS SODIUM BISULFI	MUNICIPAL WASTEWAT	O-PURIFY MISC	979.37_
				TOTAL:	979.37
HENNING LORI	9/27/19	MCAA CONFERENCE	DATA PROCESSING	DATA PROCESSING	273.40_
				TOTAL:	273.40
HY-VEE INC-61609 (UTILITIES)	9/27/19	ICE FOR LAB SAMPLES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	13.93_
				TOTAL:	13.93
MACQUEEN EQUIPMENT LLC	9/27/19	2 NEW JET CLEANING NOZZLES	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	4,775.47

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	4,775.47
MEDIACOM	9/27/19	HIGH SPEED INTERNET	GENERAL FUND	PAVED STREETS	129.95_
				TOTAL:	129.95
MINNESOTA VALLEY TESTING LABS INC	9/27/19	JULY SALTY DISCHARGE TESTI	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	145.80
	9/27/19	SEPTEMBER SALTY DISCHARGE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	145.80_
				TOTAL:	291.60
MISCELLANEOUS V DABI SHUSHU A	9/27/19	REFUND OF CREDITS-ACCTS FI	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	0.54
DABI SHUSHU A	9/27/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	52.18
FUENTES JR RODOLFO E	9/27/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	19.93
MCLEOD COUNTY SOCIAL	9/27/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	93.96
OSMAN SHAMSU SAID	9/27/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	94.74
VAN ECKER PROMOTIONS	9/27/19	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	246.41
KELLEN ELIZABETH	9/27/19	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	500.00
OSMAN SHAMSU SAID	9/27/19	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	3.53_
				TOTAL:	1,011.29
MMBA	9/27/19	REGIONAL MMBA MEETING-ROBI	LIQUOR	O-GEN MISC	20.00
	9/27/19	REGIONAL MMBA MEETING-SCHU	LIQUOR	O-GEN MISC	20.00_
				TOTAL:	40.00
NOBLES COOPERATIVE ELECTRIC	9/27/19	ELECTRIC SERVICE	WATER	O-PUMPING	15.00
	9/27/19	ELECTRIC SERVICE	WATER	O-PUMPING	15.00_
				TOTAL:	30.00
NOBLES COUNTY ENVIRONMENTAL SERVICES	9/27/19	LARGE SCALE SCAN	GENERAL FUND	ENGINEERING ADMIN	160.00_
				TOTAL:	160.00
ODELL RODNEY	9/27/19	SW MN CHAPTER MEETING	GENERAL FUND	ECONOMIC DEVELOPMENT	10.92_
				TOTAL:	10.92
RILEY MARK	9/27/19	REGION 21 K-9 TRIALS	GENERAL FUND	POLICE ADMINISTRATION	29.09
	9/27/19	REGION 21 K-9 TRIALS	GENERAL FUND	POLICE ADMINISTRATION	38.07
	9/27/19	EMERGENCY SQUAD A/C REPAIR	GENERAL FUND	POLICE ADMINISTRATION	71.65
	9/27/19	EMERGENCY SQUAD A/C REPAIR	GENERAL FUND	POLICE ADMINISTRATION	69.95_
				TOTAL:	208.76
RUNNINGS SUPPLY INC-ACCT#9502440	9/27/19	CUTTING OIL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	21.99
	9/27/19	JETTING DEBRIS CATCHER PAR	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	18.47
	9/27/19	#308 LIGHT BAR REPAIRS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	13.47
	9/27/19	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	1.69_
				TOTAL:	55.62
SCHWALBACH ACE #6067	9/27/19	#308 SUPPLIES	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	8.58
	9/27/19	GRIT ROOM DOOR REPAIR	MUNICIPAL WASTEWAT	M-PURIFY STRUCTURES	38.98_
				TOTAL:	47.56
UNITED PARCEL SERVICE INC	9/27/19	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	7.40_
				TOTAL:	7.40
UNIVERSITY OF MINNESOTA	9/27/19	APWA MN FALL CONFERENCE-WI	GENERAL FUND	PAVED STREETS	150.00_
				TOTAL:	150.00
VERIZON WIRELESS	9/27/19	8 PHONE LINES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	340.11

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	340.11
WSB & ASSOCIATES INC	9/27/19	BIOLOGICAL PILOT STUDY	WATER	O-PURIFY MISC	1,296.33_
				TOTAL:	1,296.33
WYCOFF DANNY	9/27/19	PAUSTIS HOLIDAY TRADE SHOW LIQUOR		O-GEN MISC	237.90_
				TOTAL:	237.90

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

101	GENERAL FUND	2,528.44
202	MEMORIAL AUDITORIUM	210.23
207	PD TASK FORCE	340.11
229	RECREATION	157.96
231	ECONOMIC DEV AUTHORITY	1,401.25
601	WATER	3,744.98
602	MUNICIPAL WASTEWATER	8,354.47
604	ELECTRIC	2,819.84
609	LIQUOR	511.04
612	AIRPORT	3,136.97
702	DATA PROCESSING	428.57

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GRAND TOTAL:       23,633.86  
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A & B BUSINESS SOLUTIONS	10/04/19	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	56.75
	10/04/19	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	56.74
		TOTAL:			113.49
ABDULRAHMAN ZAKARIYA	10/04/19	VACTOR PICKUP-ST PAUL, MN	STORM WATER MANAGE	STORM DRAINAGE	9.20
		TOTAL:			9.20
BELTLINE AUTOMOTIVE LLC	10/04/19	SERVICE #104	ELECTRIC	O-DISTR SUPER & ENG	531.09
		TOTAL:			531.09
C&S CHEMICALS INC	10/04/19	4,272 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,976.88
		TOTAL:			4,976.88
CARLOS CREEK WINERY INC	10/04/19	WINE	LIQUOR	NON-DEPARTMENTAL	276.00
		TOTAL:			276.00
ECHO GROUP INC	10/04/19	STREET LIGHT REPAIR SUPPLI	ELECTRIC	M-DISTR ST LITE & SIG	22.61
	10/04/19	STREET LIGHT REPAIR SUPPLI	ELECTRIC	M-DISTR ST LITE & SIG	77.62
		TOTAL:			100.23
FORUM COMMUNICATIONS COMPANY	10/04/19	LIQUOR ADS AUGUST	LIQUOR	O-GEN MISC	2,144.50
		TOTAL:			2,144.50
HAWKINS INC	10/04/19	TREATMENT CHEMICAL	WATER	O-PURIFY	5,682.09
		TOTAL:			5,682.09
HENNING LORI	10/04/19	2019 EMPLOYER TAX SEMINAR	DATA PROCESSING	DATA PROCESSING	38.28
		TOTAL:			38.28
ITEN, VIDA	10/04/19	SMART GRID COMMITTEE, MILE	ELECTRIC	ACCTS-ASSISTANCE	195.46
		TOTAL:			195.46
IUOE LOCAL 49 FRINGE BENEFIT FUND	10/04/19	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	463.57
	10/04/19	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	238.68
	10/04/19	INSURANCE OCT FOR NOV	GENERAL FUND	NON-DEPARTMENTAL	389.48
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	105.50
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	103.52
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	1,029.74
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	647.00
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	445.49
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	15.07
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	SIGNS AND SIGNALS	49.46
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	452.90
	10/04/19	HEALTH PREMIUM 49ERS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	277.33
	10/04/19	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	450.30
	10/04/19	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	473.24
	10/04/19	INSURANCE OCT FOR NOV	RECREATION	NON-DEPARTMENTAL	82.20
	10/04/19	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	241.95
	10/04/19	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	294.50
	10/04/19	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,861.66
	10/04/19	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,549.05
	10/04/19	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	395.95
	10/04/19	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	106.21
	10/04/19	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	107.33
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	334.35
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	517.71

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	EAST AVE-CSAH E ST. IM	72.39
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	EAST AVE-CSAH E ST. IM	73.66
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	101.19
	10/04/19	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	19.64
	10/04/19	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	620.00
	10/04/19	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	620.00
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	176.88
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	177.77
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	374.83
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	302.50
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	1,172.55
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	656.82
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-DISTR METERS	32.62
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	520.47
	10/04/19	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	210.99
	10/04/19	HEALTH PREMIUM 49ERS	WATER	M-PUMPING	53.14
	10/04/19	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	202.65
	10/04/19	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,078.78
	10/04/19	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	378.57
	10/04/19	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	272.55
	10/04/19	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	855.60
	10/04/19	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	855.60
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	228.02
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	192.50
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,046.77
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	928.77
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	557.41
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	519.36
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	477.18
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	492.92
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MISC	157.46
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MISC	342.33
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	955.56
	10/04/19	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	946.52
	10/04/19	HEALTH PREMIUM 49ERS	INDUSTRIAL WASTEWA	PROJECT #7	4.92
	10/04/19	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	79.63
	10/04/19	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	321.31
	10/04/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	157.17
	10/04/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	1,285.24
	10/04/19	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STREET CLEANING	161.34
	10/04/19	HEALTH INS PREMIUM 49ERS	AIRPORT	NON-DEPARTMENTAL	40.85
	10/04/19	HEALTH PREMIUM 49ERS	AIRPORT	O-GEN MISC	163.35_
				TOTAL:	28,520.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	10/04/19	BATTERY, BRAKLEEN	GENERAL FUND	FIRE ADMINISTRATION	132.66
	10/04/19	ANTI-FREEZE	GENERAL FUND	FIRE ADMINISTRATION	8.99
	10/04/19	SNAP TERMINALS	GENERAL FUND	PAVED STREETS	6.11
	10/04/19	HOSE FITTINGS-SETTLING TAN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	81.91
	10/04/19	HOSE FITTINGS-SETTLING TAN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	56.75_
				TOTAL:	286.42
KUHLE, MICHAEL	10/04/19	REIMBURSE CRAILSHEIM MAYOR	GENERAL FUND	MAYOR AND COUNCIL	45.98
	10/04/19	REIMBURSE CRAILSHEIM MAYOR	GENERAL FUND	MAYOR AND COUNCIL	417.80
	10/04/19	REIMBURSE CRAILSHEIM TRIP	GENERAL FUND	MAYOR AND COUNCIL	987.03_
				TOTAL:	1,450.81



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LAMPERTS YARDS INC-2602004	10/04/19	PINE 1X4	GENERAL FUND	PAVED STREETS	4.99
	10/04/19	CATCH BASIN REPAIR	STORM WATER MANAGE	STORM DRAINAGE	13.18
	10/04/19	CATCH BASIN REPAIR	STORM WATER MANAGE	STORM DRAINAGE	19.96_
				TOTAL:	38.13
LAW ENFORCEMENT LABOR SERVICES INC #27	10/04/19	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	255.00_
				TOTAL:	255.00
JASON LIKE	10/04/19	VACTOR PICKUP-ST PAUL	STORM WATER MANAGE	STORM DRAINAGE	8.44_
				TOTAL:	8.44
MCFOA REGION V	10/04/19	2020 PRESIDENTIAL PRIMARY	GENERAL FUND	CLERK'S OFFICE	5.00_
				TOTAL:	5.00
MINNESOTA CHILD SUPPORT PAYMENT CTR	10/04/19	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	39.22
	10/04/19	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	33.23
	10/04/19	SUPPORT ORDER	STORM WATER MANAGE	NON-DEPARTMENTAL	86.29_
				TOTAL:	158.74
MINNESOTA ENERGY RESOURCES CORP	10/04/19	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	12.45
	10/04/19	GAS SERVICE	WATER	O-PURIFY MISC	4.78
	10/04/19	GAS SERVICE	LIQUOR	O-GEN MISC	261.84_
				TOTAL:	279.07
MINNESOTA RURAL WATER ASSN	10/04/19	MEMBERSHIP	WATER	O-DISTR MISC	250.00_
				TOTAL:	250.00
MISCELLANEOUS V AGUILERA JOSE DE JESUS	10/04/19	REFUND OF CREDITS-ACCTS FI ELECTRIC		NON-DEPARTMENTAL	103.77
ESPINOSA JANNETE	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	90.97
KEOVILAY KHAMPHENG	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	36.88
OCHOA MAZARIEGOS LUIS	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	66.74
VARELA ORTIZ TOMAS	10/04/19	REFUND OF CREDITS-ACCTS FI ELECTRIC		NON-DEPARTMENTAL	23.61
KAMM JIM	10/04/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
MAMMEN CHAD	10/04/19	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	500.00
NIXON CHAD	10/04/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
PINDA NELSON	10/04/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
ESPINOSA JANNETE	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	2.44
KEOVILAY KHAMPHENG	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	1.94
OCHOA MAZARIEGOS LUIS	10/04/19	REFUND OF DEPOSITS-ACCTS F ELECTRIC		ACCTS-RECORDS & COLLEC	1.93_
				TOTAL:	903.28
MOBOTREX INC	10/04/19	SIGNAL LIGHT BATTERIES	ELECTRIC	M-DISTR ST LITE & SIG	1,214.10_
				TOTAL:	1,214.10
MORRIS ELECTRONICS INC	10/04/19	SYMANTEC RENEWAL	WATER	ACCTS-RECORDS & COLLEC	20.00
	10/04/19	MALWAREBYTES ENDPOINT PROT	WATER	ACCTS-RECORDS & COLLEC	231.50
	10/04/19	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	246.25
	10/04/19	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	10.00
	10/04/19	SYMANTEC RENEWAL	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	20.00
	10/04/19	MALWAREBYTES ENDPOINT PROT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	231.50
	10/04/19	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	246.25
	10/04/19	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	10.00
	10/04/19	SYMANTEC RENEWAL	ELECTRIC	ACCTS-RECORDS & COLLEC	40.00
	10/04/19	MALWAREBYTES ENDPOINT PROT	ELECTRIC	ACCTS-RECORDS & COLLEC	463.00
	10/04/19	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	492.50
	10/04/19	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	20.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	2,031.00
OLSEN DEB	10/04/19	MN GFOA ANNUAL CONFERENCE	GENERAL FUND	ACCOUNTING	244.18
				TOTAL:	244.18
ONE OFFICE SOLUTION	10/04/19	ENVELOPES, PENS, TAPE	WATER	ACCTS-RECORDS & COLLEC	41.98
	10/04/19	ENVELOPES, PENS, TAPE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	41.97
	10/04/19	ENVELOPES, PENS, TAPE	ELECTRIC	ACCTS-RECORDS & COLLEC	83.96
				TOTAL:	167.91
RONS REPAIR INC	10/04/19	#419 OIL CAP	GENERAL FUND	PAVED STREETS	7.32
	10/04/19	CREDIT	GENERAL FUND	ICE AND SNOW REMOVAL	69.39
	10/04/19	JET DOOR LATCH	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	5.22
	10/04/19	#101 PARTS	ELECTRIC	O-DISTR UNDERGRND LINE	1.80
	10/04/19	REPLACE VAC INJECTOR PUMP	ELECTRIC	O-DISTR UNDERGRND LINE	4,231.80
				TOTAL:	4,176.75
RUNNINGS SUPPLY INC-ACCT#9502440	10/04/19	TARP STRAP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	7.17
	10/04/19	PARTS CLEANER	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	9.87
	10/04/19	CUTTING WHEELS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	18.23
	10/04/19	OIL PAN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	2.99
	10/04/19	SHOP SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	28.52
	10/04/19	MOUSE TRAP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2.59
	10/04/19	SUMP PUMP SUB 2	ELECTRIC	O-DISTR STATION EXPENS	89.98
				TOTAL:	159.35
RUNNINGS SUPPLY INC-ACCT#9502485	10/04/19	TRUCK PLATFORM, SUPERBOX	GENERAL FUND	FIRE ADMINISTRATION	57.96
	10/04/19	BATTERIES	GENERAL FUND	FIRE ADMINISTRATION	10.79
	10/04/19	MOTOR TUNEUP	GENERAL FUND	FIRE ADMINISTRATION	6.98
	10/04/19	BROMEGRASS SEED	GENERAL FUND	PAVED STREETS	65.00
	10/04/19	SLEDGE HAMMER	GENERAL FUND	PAVED STREETS	21.49
	10/04/19	BAR OIL	GENERAL FUND	PAVED STREETS	7.99
	10/04/19	MASONRY BIT	GENERAL FUND	PAVED STREETS	4.49
	10/04/19	HIGH VEL FAN	GENERAL FUND	PAVED STREETS	24.99
	10/04/19	NO HUNTING SIGN	GENERAL FUND	SIGNS AND SIGNALS	13.00
	10/04/19	BOLTS	GENERAL FUND	SIGNS AND SIGNALS	4.18
	10/04/19	TRUCK TAILGATES	RECREATION	PARK AREAS	4.48
				TOTAL:	221.35
SCHWALBACH	10/04/19	PLUMBER CLOTH	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	4.26
	10/04/19	FASTENERS, SOCKETS, DRILL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	83.26
	10/04/19	FASTENERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	63.59
				TOTAL:	151.11
SCHWALBACH ACE HARDWARE-5930	10/04/19	GREAT STUFF BIG GAP	GENERAL FUND	PAVED STREETS	7.00
	10/04/19	ANTI-FREEZE	RECREATION	PARK AREAS	45.00
	10/04/19	MOP HANDLE-OLSON	RECREATION	OLSON PARK CAMPGROUND	16.99
				TOTAL:	68.99
SCHWALBACH ACE #6067	10/04/19	SAMPLE SHIPPING	WATER	O-PURIFY MISC	14.26
	10/04/19	SPRAY PAINT	WATER	O-DISTR MISC	9.98
	10/04/19	PLANT PLUMBING	WATER	M-PURIFY EQUIPMENT	11.98
	10/04/19	METER RADIO ANCHOR MOUNTS	WATER	M-DISTR METERS	8.98
	10/04/19	SHOP SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	33.96
	10/04/19	BRUSH KIT SUMP PUMP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	16.99
	10/04/19	TOOLS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/04/19	SPRAY PAINT	ELECTRIC	M-DISTR UNDERGRND LINE	3.99_
		TOTAL:			105.13
STUART C IRBY CO	10/04/19	15KV SWITCH CABINET	ELECTRIC	FA DISTR UNDRGRND COND	1,901.08_
		TOTAL:			1,901.08
TRACTOR SUPPLY CREDIT PLAN	10/04/19	TARP STRAPS	RECREATION	PARK AREAS	13.98_
		TOTAL:			13.98
VERIZON WIRELESS	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.90
	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ADMINISTRATION	59.64
	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ENGINEERING ADMIN	92.36
	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	32.00
	10/04/19	WIRELESS PHONE SERVICE	GENERAL FUND	POLICE ADMINISTRATION	583.31
	10/04/19	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	665.23
	10/04/19	WIRELESS PHONE SERVICE	GENERAL FUND	SECURITY CENTER	67.31
	10/04/19	WIRELESS PHONE SERVICE	GENERAL FUND	SECURITY CENTER	67.30
	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	36.18
	10/04/19	MONTHLY WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	102.92
	10/04/19	WIRELESS PHONE SERVICE	GENERAL FUND	CODE ENFORCEMENT	89.74
	10/04/19	MONTHLY WIRELESS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	32.00
	10/04/19	MONTHLY WIRELESS SERVICE	RECREATION	PARK AREAS	36.90
	10/04/19	MONTHLY WIRELESS SERVICE	RECREATION	OLSON PARK CAMPGROUND	32.00_
		TOTAL:			1,938.79
WAL MART COMMUNITY/RFCSLLC	10/04/19	PARADE SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	34.94
	10/04/19	PARADE SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	57.43
	10/04/19	RETURNED CURTAIN ROD	GENERAL FUND	CENTER FOR ACTIVE LIVI	8.94-
		TOTAL:			83.43
WALKER ELECTRIC LLC	10/04/19	DRU	ELECTRIC	FA DISTR METERS	106.80_
		TOTAL:			106.80

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

101	GENERAL FUND	8,594.54
202	MEMORIAL AUDITORIUM	183.11
229	RECREATION	5,510.65
401	IMPROVEMENT CONST	1,332.48
601	WATER	13,382.92
602	MUNICIPAL WASTEWATER	14,351.79
604	ELECTRIC	10,379.07
605	INDUSTRIAL WASTEWATER	4.92
606	STORM WATER MANAGEMENT	2,141.76
609	LIQUOR	2,682.34
612	AIRPORT	204.20
702	DATA PROCESSING	38.28

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GRAND TOTAL: 58,806.06  
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VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
D00173		DEFERRED COMP- MINNESOTA STATE D		10/09/2019			000991	7,344.97
E00088		EFTPS		D 10/09/2019			000992	52,805.73
M00309		MINNESOTA STATE RETIREMENT SYSTD		10/09/2019			000993	1,505.00
O00021		OPTUM HEALTH FINANCIAL		D 10/09/2019			000994	2,974.39
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		10/09/2019			000995	46,349.51
S00202		STATE OF MINNESOTA DEPT OF REVED		10/09/2019			000996	10,540.77

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	121,520.37	121,520.37
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	6	0.00	121,520.37	121,520.37

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
A H HERMEL COMPANY	10/11/19	COFFEE	GENERAL FUND	SECURITY CENTER	41.30
	10/11/19	COFFEE	GENERAL FUND	SECURITY CENTER	41.31_
				TOTAL:	82.61
AAA STRIPING SERVICE CO.	10/11/19	STREET STRIPING	GENERAL FUND	SIGNS AND SIGNALS	10,024.56_
				TOTAL:	10,024.56
ABBOTT, ROBINSON & ASSOCIATES	10/11/19	JBS PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	1,750.00_
				TOTAL:	1,750.00
ADB SAFEGATE AMERICAS LLC	10/11/19	TRIGGER TRANSFORMER	AIRPORT	O-GEN MISC	571.15_
				TOTAL:	571.15
ADRIAN AUTO SERVICE LLC	10/11/19	TOW 19-6324	GENERAL FUND	POLICE ADMINISTRATION	75.00_
				TOTAL:	75.00
ALL FLAGS LLC	10/11/19	FLAGS	GENERAL FUND	OTHER GEN GOVT MISC	274.57_
				TOTAL:	274.57
AMERICAN BOTTLING COMPANY	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	120.06
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	125.34_
				TOTAL:	245.40
AMERICAN ENGINEERING TESTING INC	10/11/19	CENTENNIAL BEACH BATH HOUS	RECREATION	PARK AREAS	745.70
	10/11/19	ENTERTAINMENT SPEC BUILDIN	ECONOMIC DEV AUTHO	BUSINESS DEVELOPMENT	503.30
	10/11/19	TESTING HOMEWOOD HILLS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	1,100.00_
				TOTAL:	2,349.00
AMERIPRIDE	10/11/19	4-WEEK TOWEL SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	135.61_
				TOTAL:	135.61
ANDERSON ALIGNMENT INC	10/11/19	UNIT #332 DOT, OIL CHANGE,	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	219.95
	10/11/19	UNIT #332 DOT, OIL CHANGE,	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	217.50_
				TOTAL:	437.45
ARCTIC GLACIER USA INC	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	213.41
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	134.77
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	179.64
	10/11/19	ICE	LIQUOR	NON-DEPARTMENTAL	128.35
	10/11/19	ICE	LIQUOR	NON-DEPARTMENTAL	160.60_
				TOTAL:	816.77
ARIA ENTERPRISES LLC	10/11/19	CRUSHED CONCRETE	GENERAL FUND	PAVED STREETS	1,613.56_
				TOTAL:	1,613.56
ARNOLD MOTOR SUPPLY LLP	10/11/19	OIL FILTER/OIL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	44.66
	10/11/19	JB WELD	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.58_
				TOTAL:	52.24
ARTISAN BEER COMPANY	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	298.80
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	59.55
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	244.10_
				TOTAL:	602.45
ATLANTIC BOTTLING COMPANY	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	290.14
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	318.54



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	608.68
AXON ENTERPRISE INC	10/11/19	BATTERY PACK	GENERAL FUND	POLICE ADMINISTRATION	455.00_
				TOTAL:	455.00
BANNER ASSOCIATES INC	10/11/19	HIGH SERVICE PUMP STATION	WATER	FA PURIFY EQUIPMENT	254.50_
				TOTAL:	254.50
BELLBOY CORPORATION	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	359.08
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	75.60
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,142.28
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	6.03
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	0.34
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	152.52
	10/11/19	SUPPLIES	LIQUOR	O-GEN MISC	79.00_
				TOTAL:	6,814.85
BELTLINE AUTOMOTIVE LLC	10/11/19	#24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	113.09
	10/11/19	#24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	39.64
	10/11/19	#25 BLOWER ASSEMBLY	GENERAL FUND	POLICE ADMINISTRATION	159.62
	10/11/19	#25 BLOWER ASSEMBLY LABOR	GENERAL FUND	POLICE ADMINISTRATION	76.74_
				TOTAL:	389.09
BEVERAGE WHOLESALERS INC	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,922.75
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	3,191.30
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	8,476.00
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	34.80
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	3,351.50
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,419.05
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,373.49
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	83.50_
				TOTAL:	31,852.39
BOLTON & MENK INC	10/11/19	CENTENNIAL PARK BATH HOUSE	RECREATION	PARK AREAS	254.00
	10/11/19	SPLASH PAD	RECREATION	PARK AREAS	410.00_
				TOTAL:	664.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,819.90
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	93.95
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	112.00
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	21.50
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,108.59
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	68.00
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	320.50
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,225.79
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	30.00
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	808.00
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	48.57
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	126.73
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	55.58
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	22.20_
				TOTAL:	14,865.01
MARK ROBERT BRODIN	10/11/19	A/V JUNE-SEPT MAINT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	3,390.00
	10/11/19	A/V SERVICES CITY BAND SHO	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	82.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/11/19	A/V SERVICES LOUIE ANDERSON MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	142.50
	10/11/19	A/V SERVICES STUART PIMSLE MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	750.00
		TOTAL:			4,365.00
C&B OPERATIONS LLC	10/11/19	2019 TRACTOR RENTAL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,500.00
		TOTAL:			1,500.00
CAMPUS CLEANERS	10/11/19	BAR TOWELS/MATS	LIQUOR	O-GEN MISC	31.76
	10/11/19	BAR TOWELS/MATS	LIQUOR	O-GEN MISC	34.11
		TOTAL:			65.87
CARLOS CREEK WINERY INC	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	324.00
		TOTAL:			324.00
CARLSON & STEWART REFRIGERATION	10/11/19	RESET TIME CLOCKS, CLEANED LIQUOR	LIQUOR	O-GEN MISC	336.75
		TOTAL:			336.75
CEMSTONE CONCRETE MATERIALS LLC	10/11/19	CONCRETE	GENERAL FUND	PAVED STREETS	828.50
		TOTAL:			828.50
CHAMBER OF COMMERCE	10/11/19	CHAMBER OF COMMERCE	TOURISM PROMOTION	LODGING TAX/TOURISM	22,444.89
		TOTAL:			22,444.89
CHANKASKA CREEK	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	637.56
		TOTAL:			637.56
CLAIR VAN GROUW CONSTRUCTION INC	10/11/19	PAY APP #5 WPU REMODELING	WATER	FA MISC	22,543.84
	10/11/19	PAY APP #5 WPU REMODELING	MUNICIPAL WASTEWAT	FA MISC	22,543.84
	10/11/19	PAY APP #5 WPU REMODELING	ELECTRIC	FA MISC	22,543.84
		TOTAL:			67,631.52
CLARKE ENVIRONMENTAL MOSQUITO MANAGEME	10/11/19	MOSQUITO SPRAYING	GENERAL FUND	PAVED STREETS	3,050.00
		TOTAL:			3,050.00
COMPUTER LODGE LLC	10/11/19	HDMI TO VGA W/ AUDIO ADAPT	GENERAL FUND	ADMINISTRATION	14.99
	10/11/19	WIRELESS PRESENTER	GENERAL FUND	FIRE ADMINISTRATION	21.99
	10/11/19	ANTIVIRUS	GENERAL FUND	FIRE ADMINISTRATION	79.99
	10/11/19	VIRUS PROTECTION	GENERAL FUND	CENTER FOR ACTIVE LIVI	108.00
	10/11/19	TECH SUPPORT	LIQUOR	O-GEN MISC	95.00
		TOTAL:			319.97
COOPERATIVE ENERGY COMPANY 02642198	10/11/19	FUEL	GENERAL FUND	FIRE ADMINISTRATION	66.06
		TOTAL:			66.06
COOPERATIVE ENERGY CO- ACCT # 5910807	10/11/19	FUEL	RECREATION	SOCCER COMPLEX	3.30
	10/11/19	FUEL	RECREATION	PARK AREAS	24.97
	10/11/19	FUEL	RECREATION	PARK AREAS	15.01
	10/11/19	FUEL	RECREATION	PARK AREAS	17.12
	10/11/19	GAS-SPRAYERS	RECREATION	PARK AREAS	32.44
	10/11/19	RENTAL VACTOR	STORM WATER MANAGE	STORM DRAINAGE	205.50
		TOTAL:			298.34
CTRL MARKETING	10/11/19	PROMO CALENDAR	LIQUOR	O-GEN MISC	216.95
		TOTAL:			216.95
CULLIGAN OF WORTHINGTON	10/11/19	MONTHLY SERVICES	GENERAL FUND	GENERAL GOVT BUILDINGS	57.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/11/19	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.50
	10/11/19	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.50
	10/11/19	MONTHLY SERVICES	GENERAL FUND	PAVED STREETS	5.00
	10/11/19	MONTHLY SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	13.00
	10/11/19	MONTHLY SERVICES	WATER	O-DISTR MISC	18.00
	10/11/19	MONTHLY SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	10/11/19	MONTHLY SERVICES	ELECTRIC	ACCTS-RECORDS & COLLEC	51.83_
				TOTAL:	218.78
DAKOTAH PAPER CO	10/11/19	BAGS, BATTERIES	LIQUOR	O-GEN MISC	415.19
	10/11/19	BAGS, TOWELS	LIQUOR	O-GEN MISC	441.90_
				TOTAL:	857.09
DAKOTA SUPPLY GROUP INC	10/11/19	JBS CURBSTOP VALVE	WATER	O-DIST UNDERGRND LINES	1,039.78
	10/11/19	GROUND RODS	ELECTRIC	O-DISTR MISC	367.70
	10/11/19	GROUND ROD CLAMPS	ELECTRIC	O-DISTR MISC	115.87_
				TOTAL:	1,523.35
DANS ELECTRIC INC	10/11/19	GFI OLSON SITE 6 OUTLET	RECREATION	OLSON PARK CAMPGROUND	70.00
	10/11/19	GFI OLSON SITE 6 OUTLET	RECREATION	OLSON PARK CAMPGROUND	36.50_
				TOTAL:	106.50
DESLAURIERS INC	10/11/19	TEST CYLINDERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	73.97
	10/11/19	TEST CYLINDERS	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	147.94_
				TOTAL:	221.91
DIAMOND VOGEL PAINT	10/11/19	PAINT	GENERAL FUND	SIGNS AND SIGNALS	119.24
	10/11/19	FIELD STRIPE	RECREATION	SOCCER COMPLEX	13.50_
				TOTAL:	132.74
DLT SOLUTIONS LLC	10/11/19	YEARLY AUTO DESK MAINTENAN	GENERAL FUND	NON-DEPARTMENTAL	3,871.00
	10/11/19	SINGLE USER ARCHITECUTRAL	GENERAL FUND	NON-DEPARTMENTAL	2,228.11
	10/11/19	YEARLY AUTO DESK MAINTENAN	GENERAL FUND	ENGINEERING ADMIN	774.20
	10/11/19	SINGLE USER ARCHITECUTRAL	GENERAL FUND	ENGINEERING ADMIN	445.60_
				TOTAL:	7,318.91
DOLL DISTRIBUTING LLC	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,865.00
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	14.00
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	178.50
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	15.70-
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	8,155.45
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	28.00
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	139.00-
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	5,612.48
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	52.30
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	8,291.30
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	153.46-
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	2,534.30
	10/11/19	BEER	LIQUOR	NON-DEPARTMENTAL	3,967.05
	10/11/19	WATER	LIQUOR	O-GEN MISC	45.50_
				TOTAL:	34,435.72
DUBOIS CHEMICALS INC	10/11/19	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,171.85
	10/11/19	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,102.45_
				TOTAL:	16,274.30

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
DUININCK INC	10/11/19	BLADE MIX	GENERAL FUND	PAVED STREETS	661.23
	10/11/19	STREET PATCHES, BLADE MIX	GENERAL FUND	PAVED STREETS	766.80
	10/11/19	2019 BITUMINOUS IMPR #2	IMPROVEMENT CONST	NON-DEPARTMENTAL	5,643.70
	10/11/19	2019 BITUMINOUS IMPR #2	IMPROVEMENT CONST	EAST AVE-CSAH E ST. IM	125,065.61
	10/11/19	2019 BITUMINOUS IMPR #2	IMPROVEMENT CONST	OVERLAY PROGRAM	1,388.00_
				TOTAL:	133,525.34
E-Z WASH	10/11/19	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	160.00_
				TOTAL:	160.00
EARL F ANDERSEN INC- DIVISION OF SAFET	10/11/19	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	93.75
	10/11/19	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	121.90_
				TOTAL:	215.65
ECHO GROUP INC	10/11/19	FLUORESCENT BULBS	GENERAL FUND	FIRE ADMINISTRATION	80.10
	10/11/19	BATTERIES-FLOOD LIGHT	RECREATION	SOCCER COMPLEX	21.50_
				TOTAL:	101.60
ENVIRONMENTAL EQUIPMENT & SERVICE INC	10/11/19	#408 HOSES, PRESS INLET, P	STORM WATER MANAGE	STREET CLEANING	1,520.00_
				TOTAL:	1,520.00
FASTENAL COMPANY	10/11/19	EYEWEAR	GENERAL FUND	PAVED STREETS	13.73
	10/11/19	EYEWEAR	RECREATION	SOCCER COMPLEX	4.08_
				TOTAL:	17.81
FIFE WATER SERVICES INC	10/11/19	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	12,262.66_
				TOTAL:	12,262.66
FLAHERTY & HOOD PA	10/11/19	DATA REQUESTS	GENERAL FUND	POLICE ADMINISTRATION	290.00_
				TOTAL:	290.00
FORUM COMMUNICATIONS COMPANY	10/11/19	ORDINANCES	GENERAL FUND	CLERK'S OFFICE	2,889.41
	10/11/19	PROPOSED ASSESSMENT	GENERAL FUND	CLERK'S OFFICE	120.75
	10/11/19	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	181.13
	10/11/19	HEARING	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	250.13
	10/11/19	RESOLUTION #2019-08-46	IMPROVEMENT CONST	STERLING AVE PAVING	94.88
	10/11/19	HEARING	IMPROVEMENT CONST	N CRAILSHEIM ROAD WATE	155.25
	10/11/19	HEARING	IMPROVEMENT CONST	N CRAILSHEIM RD SAN.SE	129.38
	10/11/19	HEARING	IMPROVEMENT CONST	W GATEWAY DR SANITARY	120.75
	10/11/19	HEARING	IMPROVEMENT CONST	W GATEWAY DR AREA WT E	129.38
	10/11/19	RESOLUTION #2019-08-47	IMPROVEMENT CONST	WAGNER ADDN WATER EXT	155.25
	10/11/19	HYDRANT FLUSHING	WATER	M-TRANS MAINS	184.28
	10/11/19	SEPTEMBER ADS	LIQUOR	O-GEN MISC	894.25_
				TOTAL:	5,304.84
FRONTIER COMMUNICATION SERVICES	10/11/19	PHONE SERVICE	WATER	O-PUMPING	61.06
	10/11/19	PHONE SERVICE	WATER	O-PURIFY MISC	70.94
	10/11/19	PHONE SERVICE	WATER	O-DISTR MISC	54.38
	10/11/19	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	28.25
	10/11/19	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	96.76
	10/11/19	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	368.23
	10/11/19	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	28.25
	10/11/19	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	42.96
	10/11/19	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	28.25
	10/11/19	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	91.21
	10/11/19	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	69.28

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/11/19	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	54.52
	10/11/19	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	122.60
	10/11/19	PHONE SERVICE	ELECTRIC	O-DISTR MISC	26.66
	10/11/19	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	64.22
	10/11/19	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	293.31
	10/11/19	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	38.62_
				TOTAL:	1,539.50
FULL COMPASS SYSTEMS LTD	10/11/19	FULL COMPASS SYSTEMS LTD	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	253.43_
				TOTAL:	253.43
GALLS LLC	10/11/19	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	168.93
	10/11/19	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	115.29
	10/11/19	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	168.93
	10/11/19	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	168.93
	10/11/19	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	83.25
	10/11/19	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	228.90
	10/11/19	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	153.94
	10/11/19	BOOTS	GENERAL FUND	FIRE ADMINISTRATION	128.94
	10/11/19	UNIFORMS	GENERAL FUND	FIRE ADMINISTRATION	33.45
	10/11/19	NAME PLATE, APPLIQUES	GENERAL FUND	FIRE ADMINISTRATION	13.04_
				TOTAL:	1,263.60
GOAL KICK LLC	10/11/19	GOALS	RECREATION	SOCCER COMPLEX	902.00_
				TOTAL:	902.00
GOPHER STAGE LIGHTING INC	10/11/19	SAFETY CABLES, BLACK TAPE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	954.99_
				TOTAL:	954.99
GOPHER STATE ONE CALL	10/11/19	MONTHLY LOCATE SERVICE	WATER	O-DISTR MISC	48.26
	10/11/19	MONTHLY LOCATE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.26
	10/11/19	MONTHLY LOCATE SERVICE	ELECTRIC	O-DISTR MISC	96.53_
				TOTAL:	193.05
GRAHAM TIRE OF WORTHINGTON INC	10/11/19	#403 TIRES, FLUID	GENERAL FUND	PAVED STREETS	2,589.75
	10/11/19	#504 OIL CHANGE	RECREATION	PARK AREAS	21.95
	10/11/19	#504 OIL CHANGE	RECREATION	PARK AREAS	14.00_
				TOTAL:	2,625.70
HILLCREST FORGE	10/11/19	BALCONY HANDRAILS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,706.96_
				TOTAL:	2,706.96
HOPE HAVEN INC	10/11/19	CAL CLEANING-SEPTEMBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67_
				TOTAL:	541.67
JIM HORGAN MA, LP	10/11/19	POLICE PRE-EMPLOYMENT EXAM	GENERAL FUND	POLICE ADMINISTRATION	250.00_
				TOTAL:	250.00
HULSTEIN EXCAVATING INC	10/11/19	2019 HOMEWOOD HILLS IMPRV	IMPROVEMENT CONST	NON-DEPARTMENTAL	5,872.99-
	10/11/19	2019 HOMEWOOD HILLS IMPRV	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	101,634.50
	10/11/19	2019 HOMEWOOD HILLS IMPRV	IMPROVEMENT CONST	2019 HOMEWOOD HILLS ST	15,825.50_
				TOTAL:	111,587.01
IDEAL LANDSCAPE & DESIGN INC	10/11/19	2019 EAST AVE SEWER EXT #1	IMPROVEMENT CONST	NON-DEPARTMENTAL	3,758.15-
	10/11/19	2019 EAST AVE SEWER EXT #1	IMPROVEMENT CONST	19 AVE SEWER EXTENSION	75,163.00_
				TOTAL:	71,404.85



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
IOWA INFORMATION INC	10/11/19	DIS WORTHINGTON 7 PACK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	69.95
	10/11/19	GS DISPLAY PROCESS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	293.44_
				TOTAL:	363.39
J & K WINDOWS	10/11/19	WINDOW CLEANING	LIQUOR	O-GEN MISC	85.50_
				TOTAL:	85.50
JBS USA	10/11/19	JBS USA	INDUSTRIAL WASTEWA	ADMIN MISC	24,317.63_
				TOTAL:	24,317.63
JOHNSON BROTHERS LIQUOR CO	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	36,238.50
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,296.80
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,718.83
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	336.75
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	12,993.45
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,509.36
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	48.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,843.66
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	8,416.54
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	82.70
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	95.95-
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	20.79-
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	90.00-
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	861.90
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	58.17
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	70.98
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	221.75
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	77.32
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	68.83
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	168.98
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
				TOTAL:	71,804.09
JOHNSTON AUTOSTORES	10/11/19	#34 BULBS	GENERAL FUND	POLICE ADMINISTRATION	0.96
	10/11/19	JUMP START	GENERAL FUND	POLICE ADMINISTRATION	89.73_
				TOTAL:	90.69
KHC CONSTRUCTION, INC	10/11/19	EQ LIFT STATION PROJECT #1 MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES		36,757.40_
				TOTAL:	36,757.40
KM GRAPHICS	10/11/19	BUSINESS CARDS	GENERAL FUND	FIRE ADMINISTRATION	35.00_
				TOTAL:	35.00
KRIS ENGINEERING INC	10/11/19	BLADES, PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	8,152.79
	10/11/19	BLADES, PARTS	AIRPORT	O-GEN MISC	950.00_
				TOTAL:	9,102.79
KUSTOM THREADZ EMBROIDERY	10/11/19	UNIFORMS	LIQUOR	O-GEN MISC	160.00_
				TOTAL:	160.00
LAMPERTS LUMBER	10/11/19	STAKES	ELECTRIC	M-DISTR UNDERGRND LINE	8.00_
				TOTAL:	8.00
LAMPERTS YARDS INC-2602004	10/11/19	BIKE BRIDGE	RECREATION	PARK AREAS	635.62_
				TOTAL:	635.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LARSON CRANE SERVICE INC	10/11/19	2019 IND SS MANHOLE WORK #	INDUSTRIAL WASTEWA	NON-DEPARTMENTAL	516.00-
	10/11/19	2019 IND SS MANHOLE WORK #	INDUSTRIAL WASTEWA	PROJECT #7	10,320.09_
				TOTAL:	9,804.09
LEAGUE OF MN CITIES	10/11/19	2019 REGIONAL MEETINGS	GENERAL FUND	ADMINISTRATION	55.00_
				TOTAL:	55.00
LEAGUE OF MN CITIES INSURANCE TRUST	10/11/19	LMCIT CLAIM # LMC GL 61221	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	659.34_
				TOTAL:	659.34
LEWIS & CLARK REGIONAL WATER SYSTEM IN	10/11/19	CAPACITY CHARGE	WATER	O-SOURCE MISC	23,419.20
	10/11/19	WATER RATE	WATER	O-SOURCE MISC	28,740.00_
				TOTAL:	52,159.20
LOCATORS & SUPPLIES INC	10/11/19	SHOVELS	ELECTRIC	O-DISTR MISC	239.55_
				TOTAL:	239.55
MACQUEEN EQUIPMENT LLC	10/11/19	VACTOR RENTAL	STORM WATER MANAGE	STORM DRAINAGE	14,500.00_
				TOTAL:	14,500.00
MALTERS SHEPHERD & VON HOLTUM	10/11/19	LEGAL FEES	GENERAL FUND	CITY ATTORNEY	225.00
	10/11/19	THOMPSON HOUSING FUND	GENERAL FUND	OTHER GEN GOVT MISC	1,112.50_
				TOTAL:	1,337.50
MARTHALER CDJR	10/11/19	#18-39 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	20.00
	10/11/19	OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	13.00_
				TOTAL:	33.00
MARTHALER FORD OF WORTHINGTON	10/11/19	#14-27 A/C	GENERAL FUND	POLICE ADMINISTRATION	1,035.00
	10/11/19	#14-27 A/C	GENERAL FUND	POLICE ADMINISTRATION	562.52
	10/11/19	#18-30 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	27.99
	10/11/19	#18-30 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	16.39
	10/11/19	#14-27 SERVICE, KEYPAD	GENERAL FUND	POLICE ADMINISTRATION	153.00
	10/11/19	#14-27 SERVICE, KEYPAD	GENERAL FUND	POLICE ADMINISTRATION	85.00
	10/11/19	#17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	16.39
	10/11/19	#17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	13.00
	10/11/19	#437 OIL CHANGE, SENSOR	GENERAL FUND	PAVED STREETS	123.02
	10/11/19	OIL CHANGE, SENSOR	GENERAL FUND	PAVED STREETS	26.64_
				TOTAL:	2,058.95
MIDWEST ALARM COMPANY INC	10/11/19	ALARM MONITORING	LIQUOR	O-GEN MISC	150.00_
				TOTAL:	150.00
MIDWEST ENGINEERING	10/11/19	EAST AVE SS EXT	IMPROVEMENT CONST	19 AVE SEWER EXTENSION	4,210.00_
				TOTAL:	4,210.00
MIDWEST FIRE EQUIP & REPAIR CO INC	10/11/19	STEEL DROP TANK FRAME	GENERAL FUND	FIRE ADMINISTRATION	540.00_
				TOTAL:	540.00
MINNESOTA ELEVATOR INC	10/11/19	QUARTERLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	184.94_
				TOTAL:	184.94
MINNESOTA ENERGY RESOURCES CORP	10/11/19	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	103.43
	10/11/19	GAS SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	4.00
	10/11/19	GAS SERVICE	WATER	O-DISTR MISC	5.91_
				TOTAL:	113.34

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MINNESOTA FIRE SERVICE CERTIFICATION B	10/11/19	FIRE FIGHTER II W/HAZMAT-6	GENERAL FUND	FIRE ADMINISTRATION	150.00_
				TOTAL:	150.00
MINNESOTA MUNICIPAL UTILITIES ASSOC	10/11/19	ELECTRIC UTILITY MEMBER DU	ELECTRIC	ADMIN MISC	7,474.75_
				TOTAL:	7,474.75
MINNESOTA VALLEY TESTING LABS INC	10/11/19	SEPTEMBER TKN N+N	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	38.70_
				TOTAL:	38.70
MISCELLANEOUS V GONZALEZ EDUARDO	10/11/19	GONZALEZ EDUARDO:REFUND	GENERAL FUND	NON-DEPARTMENTAL	80.00
STEWART GARY	10/11/19	PARK SHELTER RENTAL REFUND	RECREATION	NON-DEPARTMENTAL	46.57
STEWART GARY	10/11/19	PARK SHELTER RENTAL REFUND	RECREATION	NON-DEPARTMENTAL	3.43
BOERSMA HARLAN	10/11/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	500.00
DEGROOT GREG	10/11/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
LANDERS TAMARA L	10/11/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
LOWE'S SHEET METAL INC	10/11/19	LOWE'S SHEET METAL INC:REB	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
NOBLES COUNTY	10/11/19	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	180.00_
				TOTAL:	1,285.00
MISSOURI RIVER ENERGY SERVICES	10/11/19	BES REGISTRATION FEES-DEMU	ELECTRIC	O-DISTR SUPER & ENG	50.00
	10/11/19	BES REGISTRATION FEES-ITEN	ELECTRIC	ACCTS-ASSISTANCE	50.00_
				TOTAL:	100.00
MORRIS ELECTRONICS INC	10/11/19	2 MONITORS	GENERAL FUND	CLERK'S OFFICE	397.86
	10/11/19	2 MICROSOFT OFFICE	GENERAL FUND	CLERK'S OFFICE	661.80
	10/11/19	2 MICROSOFT OFFICE	GENERAL FUND	ACCOUNTING	661.80
	10/11/19	MONITOR	GENERAL FUND	ECONOMIC DEVELOPMENT	198.93
	10/11/19	MICROSOFT OFFICE	GENERAL FUND	ECONOMIC DEVELOPMENT	330.90
	10/11/19	MICROSOFT OFFICE	GENERAL FUND	ECONOMIC DEVELOPMENT	330.90
	10/11/19	MONITOR	LIQUOR	O-GEN MISC	198.93
	10/11/19	TECH SUPPORT-VEEAM BACKUP	DATA PROCESSING	DATA PROCESSING	80.00
	10/11/19	2 MICROSOFT OFFICE	DATA PROCESSING	DATA PROCESSING	661.80
	10/11/19	TECH SUPPORT-BACKUP	DATA PROCESSING	DATA PROCESSING	80.00_
				TOTAL:	3,602.92
NCL OF WISCONSIN INC	10/11/19	PH BUFFER 4, 7, 10	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	206.67_
				TOTAL:	206.67
NICOLE R KEMPEMA	10/11/19	CLEANING-SEPTEMBER	GENERAL FUND	GENERAL GOVT BUILDINGS	1,650.00
	10/11/19	CLEANING SEPTEMBER MOVIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	192.38
	10/11/19	CLEANING-FAMILY TRADITIONS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	128.25
	10/11/19	BAC-SEPTEMBER CLEANING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,282.50_
				TOTAL:	3,253.13
NIENKERK CONSTRUCTION INC	10/11/19	EHLERS RESTROOMS	RECREATION	PARK AREAS	200.00
	10/11/19	SUNSET RESTROOMS	RECREATION	PARK AREAS	200.00
	10/11/19	CENTENNIAL RESTROOMS	RECREATION	PARK AREAS	585.00
	10/11/19	PUMPED GREASE PITS 8/23/19	MUNICIPAL WASTEWAT	O-PURIFY MISC	223.00_
				TOTAL:	1,208.00
NOBLES COUNTY AUDITOR/TREASURER	10/11/19	31-0007-000	GENERAL FUND	OTHER GEN GOVT MISC	481.00
	10/11/19	SEPTEMBER LEGAL	GENERAL FUND	PROSECUTION	18,803.16
	10/11/19	31-0101-000	GENERAL FUND	PAVED STREETS	326.00
	10/11/19	31-0104-000	GENERAL FUND	PAVED STREETS	80.00
	10/11/19	31-3885-500	GENERAL FUND	PAVED STREETS	367.00
	10/11/19	31-3887-500	GENERAL FUND	PAVED STREETS	6,094.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/11/19	31-3889-000	GENERAL FUND	PAVED STREETS	3,593.00
	10/11/19	31-3974-500	GENERAL FUND	LAKE IMPROVEMENT	2,528.00
	10/11/19	31-0004-000	GENERAL FUND	ADI DEVELOPMENT	549.00
	10/11/19	31-0005-000	GENERAL FUND	ADI DEVELOPMENT	116.00
	10/11/19	31-0006-000	GENERAL FUND	ADI DEVELOPMENT	85.00
	10/11/19	31-0009-000	GENERAL FUND	ADI DEVELOPMENT	678.00
	10/11/19	31-0010-000	GENERAL FUND	ADI DEVELOPMENT	103.00
	10/11/19	31-0011-000	GENERAL FUND	ADI DEVELOPMENT	584.00
	10/11/19	31-0012-000	GENERAL FUND	ADI DEVELOPMENT	115.00
	10/11/19	31-0013-000	GENERAL FUND	ADI DEVELOPMENT	120.00
	10/11/19	31-0014-000	GENERAL FUND	ADI DEVELOPMENT	256.00
	10/11/19	31-0015-000	GENERAL FUND	ADI DEVELOPMENT	1,463.00
	10/11/19	20-0061-500	RECREATION	PARK AREAS	411.00
	10/11/19	31-3925-600	RECREATION	PARK AREAS	63.25
	10/11/19	31-3925-800	RECREATION	PARK AREAS	51.84
	10/11/19	31-3786-555	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	4,748.00
	10/11/19	31-3786-557	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	882.00
	10/11/19	31-3850-000	ECONOMIC DEV AUTHO	OXFORD LAB SOIL CORR A	23,241.38
	10/11/19	31-3786-385	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	476.00
	10/11/19	31-3786-552	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	55.29
	10/11/19	31-3786-553	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	55.29
	10/11/19	31-3786-559	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	115.03
	10/11/19	31-3786-561	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	115.03
	10/11/19	31-3786-563	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	115.03
	10/11/19	31-3786-565	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	115.03
	10/11/19	31-3786-583	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	331.51
	10/11/19	31-3786-585	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	98.98
	10/11/19	31-3786-587	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	98.98
	10/11/19	31-3786-589	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	98.98
	10/11/19	31-3849-000	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	151.97
	10/11/19	31-3850-000	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	2,763.62
	10/11/19	31-3852-000	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	3,888.09
	10/11/19	31-3786-005	WATER	O-DISTR MISC	62.00
	10/11/19	31-3949-100	WATER	O-DISTR MISC	112.67
	10/11/19	31-3949-100	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	112.67
	10/11/19	31-3949-100	ELECTRIC	O-DISTR MISC	112.66
	10/11/19	31-3882-000	LIQUOR	O-GEN MISC	71.23
	10/11/19	31-3786-700	AIRPORT	O-GEN MISC	83.53
	10/11/19	31-3786-710	AIRPORT	O-GEN MISC	1,644.00
	10/11/19	31-3786-715	AIRPORT	O-GEN MISC	877.00
	10/11/19	31-3786-720	AIRPORT	O-GEN MISC	405.00
	10/11/19	31-3786-730	AIRPORT	O-GEN MISC	971.00
	10/11/19	31-3786-735	AIRPORT	O-GEN MISC	262.00
	10/11/19	31-3786-760	AIRPORT	O-GEN MISC	222.00
	10/11/19	31-3803-700	AIRPORT	O-GEN MISC	41.00
	10/11/19	31-3825-475	AIRPORT	O-GEN MISC	341.00
	10/11/19	31-3825-500	AIRPORT	O-GEN MISC	287.00
	10/11/19	31-3825-520	AIRPORT	O-GEN MISC	396.00
	10/11/19	31-3825-530	AIRPORT	O-GEN MISC	540.00
	10/11/19	31-3825-540	AIRPORT	O-GEN MISC	242.00
	10/11/19	31-3825-550	AIRPORT	O-GEN MISC	418.00
	10/11/19	31-3825-560	AIRPORT	O-GEN MISC	296.00
	10/11/19	31-3825-590	AIRPORT	O-GEN MISC	123.00
	10/11/19	31-3825-610	AIRPORT	O-GEN MISC	512.00
	10/11/19	31-3825-760	AIRPORT	O-GEN MISC	839.00
	10/11/19	31-3827-500	AIRPORT	O-GEN MISC	2,449.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	10/11/19	31-4021-000	AIRPORT	O-GEN MISC	622.00
	10/11/19	SOLID WASTE-AUGUST	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,272.00_
				TOTAL:	93,531.22
NOBLES COUNTY HIGHWAY DEPT	10/11/19	JULY FUEL	GENERAL FUND	ENGINEERING ADMIN	272.29
	10/11/19	AUGUST FUEL	GENERAL FUND	ENGINEERING ADMIN	280.28
	10/11/19	JULY FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	105.55
	10/11/19	AUGUST FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	51.67
	10/11/19	JULY FUEL	GENERAL FUND	POLICE ADMINISTRATION	4,369.98
	10/11/19	AUGUST FUEL	GENERAL FUND	POLICE ADMINISTRATION	3,854.29
	10/11/19	JULY FUEL	GENERAL FUND	REGULATE LAWFUL GAMBLE	24.44
	10/11/19	JULY FUEL	GENERAL FUND	REGULATE LAWFUL GAMBLE	3.49
	10/11/19	JULY FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	265.89
	10/11/19	AUGUST FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	187.94
	10/11/19	JULY FUEL	GENERAL FUND	PAVED STREETS	1,940.38
	10/11/19	AUGUST FUEL	GENERAL FUND	PAVED STREETS	1,309.68
	10/11/19	JULY FUEL	GENERAL FUND	CODE ENFORCEMENT	155.37
	10/11/19	AUGUST FUEL	GENERAL FUND	CODE ENFORCEMENT	70.58
				TOTAL:	12,891.83
NOBLES COUNTY HISTORIAL SOCIETY INC	10/11/19	MATCHING GRANT-LUDLOW AGRE WRH		OTHER GEN GOVT MISC	500,000.00_
				TOTAL:	500,000.00
NOBLES COUNTY HIGHWAY DEPT	10/11/19	JULY FUEL	RECREATION	SOCCER COMPLEX	272.48
	10/11/19	AUGUST FUEL	RECREATION	SOCCER COMPLEX	192.68
	10/11/19	JULY FUEL	RECREATION	PARK AREAS	2,367.14
	10/11/19	AUGUST FUEL	RECREATION	PARK AREAS	1,690.14
	10/11/19	JULY FUEL	RECREATION	TREE REMOVAL	501.51
	10/11/19	AUGUST FUEL	RECREATION	TREE REMOVAL	339.23
	10/11/19	JULY FUEL	WATER	O-PUMPING	200.73
	10/11/19	AUGUST FUEL	WATER	O-PUMPING	162.29
	10/11/19	JULY FUEL	WATER	M-TRANS MAINS	663.43
	10/11/19	AUGUST FUEL	WATER	M-TRANS MAINS	590.18
	10/11/19	JULY FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	164.37
	10/11/19	AUGUST FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	104.65
	10/11/19	JULY FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	44.06
	10/11/19	AUGUST FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	44.62
	10/11/19	JULY FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	123.35
	10/11/19	AUGUST FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	123.03
	10/11/19	JULY FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	269.26
	10/11/19	AUGUST FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	142.52
	10/11/19	JULY FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	1,446.10
	10/11/19	AUGUST FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	881.40
	10/11/19	JULY FUEL	STORM WATER MANAGE	STORM DRAINAGE	164.37
	10/11/19	AUGUST FUEL	STORM WATER MANAGE	STORM DRAINAGE	104.65
	10/11/19	JULY FUEL	STORM WATER MANAGE	STREET CLEANING	879.71
	10/11/19	AUGUST FUEL	STORM WATER MANAGE	STREET CLEANING	458.40_
				TOTAL:	11,930.30
NOVELTY MACHINE & SUPPLY CO	10/11/19	INSPECT/REPAIR F/M PUMP	INDUSTRIAL WASTEWA	O-PURIFY MISC	5,420.16_
				TOTAL:	5,420.16
NUTRIEN AG SOLUTIONS	10/11/19	SPRAY	RECREATION	PARK AREAS	4,157.79_
				TOTAL:	4,157.79
OLD DOMINION BRUSH INC	10/11/19	MOBIL GB W/NUT	STORM WATER MANAGE	STREET CLEANING	2,469.87



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	2,469.87
ONE OFFICE SOLUTION-WOCITY	10/11/19	CHAIR	GENERAL FUND	CLERK'S OFFICE	376.71
	10/11/19	BOOK RECEIPT	GENERAL FUND	CLERK'S OFFICE	12.21
	10/11/19	DRUM	GENERAL FUND	CLERK'S OFFICE	139.56
	10/11/19	PLANNERS, LABELS	GENERAL FUND	CLERK'S OFFICE	50.46
	10/11/19	STORAGE BOXES	GENERAL FUND	CLERK'S OFFICE	82.53
	10/11/19	MONTHLY DESKPADS	GENERAL FUND	CLERK'S OFFICE	6.50
	10/11/19	CALENDAR	GENERAL FUND	ACCOUNTING	23.30
	10/11/19	CALENDARS	GENERAL FUND	ACCOUNTING	9.32
	10/11/19	BINDER	GENERAL FUND	ENGINEERING ADMIN	10.23
	10/11/19	REINFORCEMENTS	GENERAL FUND	ENGINEERING ADMIN	1.79
	10/11/19	WIRELESS MOUSE	GENERAL FUND	ENGINEERING ADMIN	8.65
	10/11/19	LEDGER PAPER	GENERAL FUND	ENGINEERING ADMIN	27.60
	10/11/19	PINK PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	6.22
	10/11/19	CARTRIDGE	GENERAL FUND	ECONOMIC DEVELOPMENT	107.11
	10/11/19	WIRELESS MOUSE	GENERAL FUND	ECONOMIC DEVELOPMENT	8.64
	10/11/19	LEDGER PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	27.60
	10/11/19	CUPS	GENERAL FUND	GENERAL GOVT BUILDINGS	85.55_
				TOTAL:	983.98
ONE OFFICE SOLUTION-NCLAW	10/11/19	POP UP NOTES	GENERAL FUND	SECURITY CENTER	8.68
	10/11/19	POP UP NOTES	GENERAL FUND	SECURITY CENTER	8.68
	10/11/19	ENVELOPES, MAILERS	GENERAL FUND	SECURITY CENTER	26.96
	10/11/19	ENVELOPES, MAILERS	GENERAL FUND	SECURITY CENTER	26.95
	10/11/19	CARTRIDGES	GENERAL FUND	SECURITY CENTER	626.91
	10/11/19	CARTRIDGES	GENERAL FUND	SECURITY CENTER	626.91
	10/11/19	COIN ENVELOPES	GENERAL FUND	SECURITY CENTER	14.06
	10/11/19	COIN ENVELOPES	GENERAL FUND	SECURITY CENTER	14.07
	10/11/19	PENS	GENERAL FUND	SECURITY CENTER	8.25
	10/11/19	PENS	GENERAL FUND	SECURITY CENTER	8.25_
				TOTAL:	1,369.72
ONE OFFICE SOLUTION-WOCITY	10/11/19	TAPE, WALL POCKET, MARKERS	GENERAL FUND	FIRE ADMINISTRATION	47.46
	10/11/19	CHAIRS, TABLES	GENERAL FUND	PAVED STREETS	3,023.88
	10/11/19	CHAIRS, DESK	GENERAL FUND	PAVED STREETS	463.00
	10/11/19	FILES	GENERAL FUND	PAVED STREETS	324.00
	10/11/19	FILE	GENERAL FUND	PAVED STREETS	83.00
	10/11/19	COPIER SERVICE-MX2600N	GENERAL FUND	PAVED STREETS	20.02
	10/11/19	TOILET PAPER, PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	107.40
	10/11/19	TOWELS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	49.90
	10/11/19	TOILET PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	64.45
	10/11/19	CHAIRS, DESK	RECREATION	SOCCER COMPLEX	463.00
	10/11/19	FILES	RECREATION	SOCCER COMPLEX	324.00
	10/11/19	CHAIRS, DESK	RECREATION	PARK AREAS	905.00
	10/11/19	SURGE PROTECTOR	LIQUOR	O-GEN MISC	88.00
	10/11/19	COPIER SERVICE MXC301W	LIQUOR	O-GEN MISC	71.72
	10/11/19	STAPLES	DATA PROCESSING	DATA PROCESSING	3.29
	10/11/19	CALENDARS	DATA PROCESSING	DATA PROCESSING	18.64
	10/11/19	CARTRIDGE	DATA PROCESSING	DATA PROCESSING	127.78
	10/11/19	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	176.79_
				TOTAL:	6,361.33
ONE OFFICE SOLUTION-WOPOLI	10/11/19	3 PART NOTICE OF SEIZURE/I	GENERAL FUND	POLICE ADMINISTRATION	319.60
	10/11/19	ENVELOPES	GENERAL FUND	POLICE ADMINISTRATION	21.14_
				TOTAL:	340.74

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ONE OFFICE SOLUTION-WOUTIL	10/11/19	TONER-WWTP PRINTER	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	86.40_
				TOTAL:	86.40
OPG-3 INC	10/11/19	NEW SCANNER SN#JG301711	DATA PROCESSING	DATA PROCESSING	8,093.85_
				TOTAL:	8,093.85
PAUSTIS WINE COMPANY	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	5,171.00
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	2,596.00
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	58.75
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	30.00_
				TOTAL:	7,855.75
PEARSON BROS INC	10/11/19	2019 SEAL COAT	IMPROVEMENT CONST	OVERLAY PROGRAM	64,192.02_
				TOTAL:	64,192.02
PELLEGRINO FIRE EXTINGUISHER SALES	10/11/19	EXTINGUISHERS	GENERAL FUND	FIRE ADMINISTRATION	100.00_
				TOTAL:	100.00
PEPSI COLA BOTTLING CO OF PIPESTONE, M	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	86.85
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	83.90
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	50.90
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	77.95
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	75.90_
				TOTAL:	375.50
PHILLIPS WINE & SPIRITS INC	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,092.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,118.46
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	649.25
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	243.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,550.03
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,805.25
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,040.62
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	2,784.50
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	28.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	19.45-
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	20.00-
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	89.86
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	122.86
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	28.73
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	89.62
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	62.53
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	46.47
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	79.42
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	0.28-
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	0.28-
				TOTAL:	32,790.59
PITNEY BOWES	10/11/19	MAILING SYSTEM QUARTERLY	WATER	ACCTS-RECORDS & COLLEC	356.56
	10/11/19	MAILING SYSTEM QUARTERLY	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	356.55
	10/11/19	MAILING SYSTEM QUARTERLY	ELECTRIC	ACCTS-RECORDS & COLLEC	713.12_
				TOTAL:	1,426.23
PMN BOARD OF POST	10/11/19	EGGERS POST LICENSE	GENERAL FUND	POLICE ADMINISTRATION	90.00_
				TOTAL:	90.00
POWERPLAN	10/11/19	INJECTION PUMP ISSUE	ELECTRIC	O-DISTR UNDERGRND LINE	508.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	508.62
PREMIER DOOR CO	10/11/19	AIRPORT HANGAR DOORS	AIRPORT	PROJECT #3	108,495.00
	10/11/19	AIRPORT HANGAR DOORS	AIRPORT	PROJECT #3	38,555.00
				TOTAL:	147,050.00
RACOM CORP	10/11/19	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	502.68
	10/11/19	BATTERY	GENERAL FUND	POLICE ADMINISTRATION	140.00
	10/11/19	DEPOT REPAIR	GENERAL FUND	FIRE ADMINISTRATION	160.00
	10/11/19	BATTERIES	GENERAL FUND	FIRE ADMINISTRATION	330.00
				TOTAL:	1,132.68
RADIO WORKS LLC	10/11/19	BBQ BONANZA	LIQUOR	O-GEN MISC	500.00
	10/11/19	BBQ BONANZA	LIQUOR	O-GEN MISC	500.00
				TOTAL:	1,000.00
RED BULL DISTRIBUTION COMPANY INC	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	209.40
				TOTAL:	209.40
RENS REPAIR INC	10/11/19	RESCUE TRUCK REAR LIGHTS	GENERAL FUND	FIRE ADMINISTRATION	31.24
				TOTAL:	31.24
ROUND LAKE VINEYARDS & WINERY LLC	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	765.00
				TOTAL:	765.00
RUNNINGS SUPPLY INC-ACCT#9502440	10/11/19	PARTS CLEANER	MUNICIPAL WASTEWAT	O-PURIFY MISC	12.28
	10/11/19	AMP METER	MUNICIPAL WASTEWAT	O-PURIFY MISC	71.98
	10/11/19	FLOOR MAT WWTP	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	38.73
				TOTAL:	122.99
RUNNINGS SUPPLY INC-ACCT#9502485	10/11/19	KEYBOARD DUSTER	GENERAL FUND	POLICE ADMINISTRATION	33.96
	10/11/19	MOWER NUMBERS	RECREATION	PARK AREAS	21.79
				TOTAL:	55.75
S & M WINDOWS	10/11/19	MOWING 10/8 1ST AVE, MILLE	GENERAL FUND	CODE ENFORCEMENT	80.00
	10/11/19	MOWING PERSHING 9/17/19	GENERAL FUND	CODE ENFORCEMENT	35.00
	10/11/19	MOWING OKABENA/GRANDVIEW 9	GENERAL FUND	CODE ENFORCEMENT	70.00
				TOTAL:	185.00
SCHAAP SANITATION	10/11/19	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	105.70
	10/11/19	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	49.72
	10/11/19	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	82.62
	10/11/19	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	38.98
	10/11/19	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	75.23
	10/11/19	MONTHLY SERVICE	RECREATION	SOCCER COMPLEX	297.00
	10/11/19	MONTHLY SERVICE	RECREATION	PARK AREAS	421.27
	10/11/19	MONTHLY SERVICE	WATER	O-DISTR MISC	53.54
	10/11/19	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	272.53
	10/11/19	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	74.13
	10/11/19	MONTHLY SERVICE	AIRPORT	O-GEN MISC	96.60
	10/11/19	SOLID WASTE MGMT-AUGUST	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	70,253.44
	10/11/19	SOLID WASTE MGMT-AUGUST	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	14,180.40
	10/11/19	SOLID WASTE MGMT-AUGUST	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	296.28
	10/11/19	SOLID WASTE MGMT-AUGUST	GARBAGE COLLECTION	CODE ENFORCEMENT	4,545.00
				TOTAL:	90,249.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
SCHOLTES AUTO WORLD	10/11/19	#4 OIL CHANGE/CHECK ENG LI	GENERAL FUND	FIRE ADMINISTRATION	104.36_
				TOTAL:	104.36
SCHWALBACH ACE #6067	10/11/19	FITTINGS	ELECTRIC	M-DISTR UNDERGRND LINE	3.79_
				TOTAL:	3.79
SHORT ELLIOTT HENDRICKSON INC	10/11/19	FIELD HOUSE RENOVATION	RECREATION	FIELD HOUSE	10,385.98
	10/11/19	SPEC BLDG FINAL DESIGN	ECONOMIC DEV AUTHO	BUSINESS DEVELOPMENT	8,434.05
	10/11/19	OXFORD ST RECON & TAP	IMPROVEMENT CONST	OXFORD STREET RECON	19,849.12
	10/11/19	OXFORD ST RECON & TAP	IMPROVEMENT CONST	OXFORD STREET RECON	7,200.00
	10/11/19	OXFORD ST RECON & TAP	IMPROVEMENT CONST	TAP TRAILS	400.45_
				TOTAL:	46,269.60
SOUTHERN GLAZER'S WINE AND SPIRITS LL	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,276.68
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,076.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,202.11
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,426.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	116.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,623.65
	10/11/19	MIX	LIQUOR	NON-DEPARTMENTAL	24.05
	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	1,568.00
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,235.68
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,339.55
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	12.72-
	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10.50-
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	27.94
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	22.20
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	97.77
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	33.30
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	49.40
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	33.30
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	68.45
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	16.65_
				TOTAL:	26,219.06
STUART C IRBY CO	10/11/19	15KV FUSES	ELECTRIC	FA DISTR UNDRGRND COND	877.50_
				TOTAL:	877.50
SWANK MOTION PICTURES INC	10/11/19	MOVIE RENTAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	200.00_
				TOTAL:	200.00
THOMSON REUTERS - WEST	10/11/19	SEPTEMBER CLEAR	GENERAL FUND	SECURITY CENTER	118.51
	10/11/19	SEPTEMBER CLEAR	GENERAL FUND	SECURITY CENTER	118.52_
				TOTAL:	237.03
TRENTON J STOYKE	10/11/19	MATS 9/23/19	GENERAL FUND	GENERAL GOVT BUILDINGS	56.80_
				TOTAL:	56.80
TRI-STATE RENTAL CENTER	10/11/19	ACETYLENE GAS	WATER	O-DISTR MISC	95.00
	10/11/19	FIRE HYDRANT PUMP	WATER	M-TRANS HYDRANTS	435.00
	10/11/19	NITROGEN	ELECTRIC	M-DISTR UNDERGRND LINE	56.00
	10/11/19	LIFT, TRAILER RENTAL	AIRPORT	O-GEN MISC	170.00_
				TOTAL:	756.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
VEOLIA WATER NORTH AMERICA	10/11/19	CONTRACT OPERATIONS WWTF-O	INDUSTRIAL WASTEWA	O-PURIFY MISC	51,600.11_
				TOTAL:	51,600.11
VETERINARY MEDICAL CTR PA	10/11/19	VACCINATIONS, DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	256.57_
				TOTAL:	256.57
VINOCOPIA INC	10/11/19	LIQUOR	LIQUOR	NON-DEPARTMENTAL	396.00
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	10.00_
				TOTAL:	406.00
WESCO RECEIVABLES CORP	10/11/19	15KV CONNECTIONS 2019 PROJ	ELECTRIC	FA DISTR UNDRGRND COND	1,229.00_
				TOTAL:	1,229.00
WILCON CONSTRUCTION SERVICES LLC	10/11/19	PUBLIC WORKS BLDG #7	GENERAL FUND	NON-DEPARTMENTAL	11,434.81-
	10/11/19	PUBLIC WORKS BLDG #7	GENERAL FUND	PAVED STREETS	228,696.23_
				TOTAL:	217,261.42
WINE MERCHANTS	10/11/19	WINE	LIQUOR	NON-DEPARTMENTAL	760.00
	10/11/19	FREIGHT	LIQUOR	O-SOURCE MISC	7.33_
				TOTAL:	767.33
WORTHINGTON BUILDING MATERIALS INC	10/11/19	EAR PLUS, GOGGLES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	81.89_
				TOTAL:	81.89
WORTHINGTON FIRE DEPT RELIEF ASSOC	10/11/19	2019 FIRE STATE AID	GENERAL FUND	FIRE ADMINISTRATION	56,906.48
	10/11/19	2019 SUPPL PENSION BENEFIT	GENERAL FUND	FIRE ADMINISTRATION	13,173.89_
				TOTAL:	70,080.37
WORTHINGTON FOOTWEAR & REPAIR	10/11/19	BOOTS	RECREATION	PARK AREAS	152.00
	10/11/19	BOOTS	RECREATION	PARK AREAS	168.00_
				TOTAL:	320.00
WORTHINGTON GLASS INC	10/11/19	PARK WINDOWS	RECREATION	PARK AREAS	117.50
	10/11/19	PARK WINDOWS	RECREATION	PARK AREAS	60.00_
				TOTAL:	177.50
WORTHINGTON PRINTING CO INC	10/11/19	UTILITY SERVICE ORDERS	WATER	ACCTS-RECORDS & COLLEC	61.80
	10/11/19	UTILITY SERVICE ORDERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	61.79
	10/11/19	UTILITY SERVICE ORDERS	ELECTRIC	ACCTS-RECORDS & COLLEC	123.60_
				TOTAL:	247.19
WORTHINGTON REFRIGERATOR SERVICE	10/11/19	INFLUENT SAMPLER FRIDGE RE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	65.00_
				TOTAL:	65.00
WORTHINGTON REGIONAL ECON DEV CORP	10/11/19	JULY, AUGUST, SEPTEMBER DU	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	16,125.00
	10/11/19	3RD QTR DUES	ELECTRIC	ACCTS-ASSISTANCE	7,500.00_
				TOTAL:	23,625.00
YMCA	10/11/19	CAL MGMT-SEPTEMBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,854.30_
				TOTAL:	3,854.30



VENDOR SORT KEY

DATE DESCRIPTION

FUND

DEPARTMENT

AMOUNT\_

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

101	GENERAL FUND	403,060.87
202	MEMORIAL AUDITORIUM	9,556.27
211	WRH	500,000.00
229	RECREATION	27,619.29
231	ECONOMIC DEV AUTHORITY	63,695.06
321	PIR/TRUNKS	250.13
401	IMPROVEMENT CONST	413,047.56
601	WATER	79,358.36
602	MUNICIPAL WASTEWATER	64,613.86
604	ELECTRIC	46,348.20
605	INDUSTRIAL WASTEWATER	119,678.95
606	STORM WATER MANAGEMENT	20,302.50
609	LIQUOR	236,686.84
612	AIRPORT	160,408.28
702	DATA PROCESSING	9,242.15
703	SAFETY PROMO/LOSS CTRL	659.34
873	GARBAGE COLLECTION	88,682.56
878	WASTE MANAGEMENT COLL	7,272.00
882	TOURISM PROMOTION	22,444.89

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GRAND TOTAL: 2,272,927.11  
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