

**WORTHINGTON CITY COUNCIL
REGULAR MEETING**

AGENDA

**7:00 P.M. - Monday, May 9, 2022
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 ON PROPOSED RENTAL HOUSING ORDINANCE - COMMUNITY/EC. DEVELOPMENT CASE ITEM 1 - (GRAY)**
 - 1. Open Hearing
 - 2. Hearing Presentation
 - 3. Testimony
 - 4. Close Hearing
 - 5. Action on Hearing
- E. CONSENT AGENDA**
 - 1. CITY COUNCIL MINUTES (WHITE)
 - a. City Council Minutes of May 9, 2022
 - 2. MINUTES OF BOARDS & COMMISSIONS (PINK)
 - a. Park & Recreation Advisory Board Minutes of May 17, 2022
 - b. Water & Light Commission Meeting Minutes of May 16, 2022
 - c. Cross Cultural Committee Meeting Minutes April 19, 2022
 - d. Worthington Public Arts Commission Meeting Minutes of April 12, 2022
 - e. Cable 3 Joint Powers Meeting Minutes of March 10, 2022
 - 3. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Application for Temporary On-Sale Liquor License - Lake Okabena Improvement Association
2. Application for Parade Permit or to Block Streets - Solid Rock Church
3. Application for Parade Permit or to Block Streets - International Festival Cultural Awareness Organization
4. Application for Parade Permit or to Block Streets - UFCW 663 / St. Mary's Church

4. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Item(s)

1. Approve Dock Permits

5. FINANCIALS STATEMENTS (LAVENDER)

- a. Municipal Liquor Store Income Statement for the Period January 1, 2022 through April 30, 2022

6. BILLS PAYABLE (WHITE)

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

F. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Second Reading Proposed Ordinance to Amend Worthington City Code Title XI, Chapter 113: Peddlers, Solicitors and Transient Merchants to Establish an Annual Permit for Mobile Food Units
2. First Reading of an Ordinance to Amend Title XI, Chapter 111, Repealing Current Subchapter 111.05 to Create Amended Subchapter Pertaining to Liquor Liability Insurance

G. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)

Case Items(s)

1. Acceptance of Program Funds - Jeanine & Marv Spomer
2. Acceptance of Program Funds - Scott Altman

H. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Item(s)

1. Amelia Earhart Sculpture Announcement and Period for Public Review
2. Review and Make a Recommendation on Bids Received for the Olson Park Pedestrian Bridge Project
3. Approve a Proposal for Construction Services for Olson Pedestrian Bridge Project
4. Approve Fee Structure for the JBS Fieldhouse

I. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Item(s)

1. Award the Contract for the 2022 Street Reconstruction and Overlay Project
2. Agreement for Professional Services for Reconstruction of Eighth Avenue from Ninth Street to the Westerly Termini, along with Utility Improvements

J. COUNCIL COMMITTEE REPORTS

1. Mayor Kuhle
2. Council Member Janssen
3. Council Member Ernst
4. Council Member Kielblock
5. Council Member Kolpin
6. Council Member Cummings

K. CITY ADMINISTRATOR REPORT

L. ADJOURNMENT

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, MAY 9, 2022**

The meeting was called to order at 7:00 p.m., in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Chad Cummings, Alaina Kolpin, Larry Jansssen, Amy Ernst. Absent: Chris Kielblock.

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

Others present: Emma McNamee, The Globe; Ryan McGaughey, Radio Works; Rick Von Holdt, Honorary Council Member; Scott Kraft, Adorn 1024; Robyn Moser, The Stag; Amanda Walljasper-Tate, Daily Apple; Doug Tate, Travis Winters, Bolton & Menk, Inc.; Alan Oberloh.

The Pledge of Allegiance was recited.

AGENDA APPROVED WITH ADDITIONS/CHANGES

Mayor Kuhle stated Item *K.4. Conditional Use Permit - 1815 East Avenue* would be moved to directly after the Consent Agenda.

A motion was made by Council Member Kolpin, seconded by Council Member Ernst and unanimously carried to approve the agenda with the noted change.

**PUBLIC HEARING AND RESOLUTION NO. 2022-05-23 ADOPTED APPROVING
NOBLES HOME INITIATIVE APPLICATION FOR TAX ABATEMENT- DAN & TANYA
WAGNER**

Pursuant to published notice this was the time and date for a public hearing on a Nobles Home Initiative application for tax abatement.

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

Steve Robinson, City Administrator, said Dan and Tanya Wagner have submitted a Nobles Home Initiative (NHI) application. The applicant is seeking approval of tax abatement for the construction of a single-family home on Lot 5, Block 1, Wagner Addition. The new home will be a spec home. Staff has reviewed the application and has concluded that it meets all the parameters of the NHI Guidelines.

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

The motion was made by Council Member Kielblock seconded by Council Member Cummings and unanimously carried to close the hearing.

Worthington City Council
May 9, 2022
Page 2

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to adopt the following resolution approving the Nobles Home Initiative application submitted by Dan & Tanya Wagner.

RESOLUTION NO. 2022-05-23

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

(Refer to Resolution File for complete copy of Resolution)

PUBLIC HEARING AND RESOLUTION NO. 2022-05-24 ADOPTED APPROVING NOBLES HOME INITIATIVE APPLICATION FOR TAX ABATEMENT- DAN & TANYA WAGNER

Pursuant to published notice this was the time and date for a public hearing on a Nobles Home Initiative application for tax abatement.

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

Mr. Robinson said Dan & Tanya Wagner have submitted a Nobles Home Initiative (NHI) application. The applicant is seeking approval of tax abatement for the construction of a single-family home on Lot 6, Block 1, Wagner Addition. The new home will now be a custom home rather than a spec home as the applicant was originally intending. Staff is awaiting the final site plan.

Staff has reviewed the application and has concluded that it meets all the parameter of the NHI Guidelines.

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

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

The motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to adopt the following resolution approving the Nobles Home Initiative application submitted by Dan & Tanya Wagner.

RESOLUTION NO. 2022-05-24

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

(Refer to Resolution File for complete copy of Resolution)

**PUBLIC HEARING AND FIRST READING ON PROPOSED ORDINANCE TO AMEND
WORTHINGTON CITY CODE TITLE XI, CHAPTER 113: PEDDLERS, SOLICITORS
AND TRANSIENT MERCHANTS TO ESTABLISH AN ANNUAL PERMIT FOR MOBILE
FOOD UNITS**

Pursuant to published notice this was the time and date for a public hearing on a proposed ordinance to amend Worthington City Code Title XI, Chapter 113: Peddlers, Solicitors and Transient Merchants to establish an Annual Permit for Mobile Food Units.

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

Mr. Robinson said The City of Worthington is considering a text amendment to City Code Chapter 113.03(B)(4) and 113.13(B) which establishes license requirements for mobile food units. The proposed amendment would allow for mobile food units (food trucks) to obtain an annual operating license rather than a seasonal license.

Mr. Robinson said the seasonal permit currently runs from April 1st to October 31st and is \$500.00. The annual permit would run from January 1st to December 31st and cost \$750.00 and would be able to be pro-rated. Currently, the city has a couple of vendors that operate all year depending on weather. A Transient Merchant License would continue to be available to those vendors that would prefer a short term license.

Mr. Robinson noted that after the third reading, a resolution to change the required fee from \$500 to \$750 will be brought forth for consideration.

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

The motion was made by Council Member Kielblock seconded by Council Member Cummings and unanimously carried to close the hearing.

The motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to give a first reading to the proposed text amendment.

CONSENT AGENDA

A motion was made by Council Member Kolpin, seconded by Council Member Ernst and unanimously carried to approve the consent agenda as presented:

- City Council Meeting Minutes of April 25, 2022

- Water & Light Commission Meeting Minutes of May 2, 2022
- Economic Development Authority Meeting Minutes of April 26, 2022
- Park & Recreation Advisory Board Meeting Minutes of April 20, 2022
- Economic Development Authority Meeting Minutes of April 19, 2022
- E.O. Olson Trust Board Meeting Minutes of April 12, 2022
- Convention & Visitors Bureau Meeting Minutes of March 30, 2022
- Housing & Redevelopment Authority Meeting Minutes of March 23, 2022
- Economic Development Authority Meeting Minutes of March 14, 2022
- Prairie Justice Center Joint Powers Board Meeting Minutes of February 9, 2022
- Application for Temporary On-Sale Liquor License - King Turkey Day, Inc.
- Bills payable and totaling \$2,834,563.80 be ordered paid

APPROVED CONDITIONAL USE PERMIT - 1815 EAST AVENUE

Steve Robinson, City Administrator, said Alan Oberloh has submitted a request to utilize property at 1815 East Ave as a venue to be rented out for parties, reunions, weddings etc. Pursuant to Minnesota Statute §462.3595 and as outlined in Worthington City Code Chapter 155 Appendix E, convention centers (and other similar uses) are permitted by conditional use permit only in the 'B-3' General Business District, the zoning designation of the subject property. The legal description of the subject property under consideration is as follows:

That part of the West Half of the Southeast Quarter of Section 24, Township 102 North, Range 40 West and in part of Lot 1, Block 1, East Addition, City of Worthington, Nobles County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 24; thence on an assumed bearing of South 0 degrees 21 minutes 21 seconds East, along the north-south quarter line of said section, a distance of 3895.75 feet to the Northeast corner of Lot 1 of Block 1 of East Addition to the City of Worthington, according to the recorded plat thereof, said Northeast corner being the point of beginning of the tract to be described; thence continuing South 0 degrees 21 minutes 21 seconds East, along the east line of said Lot 1 (also being along the north-south quarter line of said Section 24), a distance of 91.50 feet to a point located 16.00 feet north of the Southeast corner of said Lot 1; thence South 55 degrees 53 minutes 03 seconds West, along the southeasterly line of a tract as recorded in Document No. 343643, a distance of 17.78 feet to the southwest line of said Lot 1 to a point located 16.00 feet northwest of the Southeast corner of said Lot 1; thence South 67 degrees 52 minutes 33 seconds East, along the southwest line of said Lot 1, a distance of 16.00 feet to the Southeast corner of said Lot 1, located on the north-south quarter line of said Section 24; thence South 0 degrees 21 minutes 21 seconds East, along said north-south quarter line, a distance of 149.69 feet to an iron monument;

thence South 88 degrees 51 minutes 06 seconds East a distance of 10.00 feet to an iron monument; thence South 0 degrees 21 minutes 21 seconds East a distance of 124.37 feet to an iron monument located on the northwesterly line of Minnesota Department Of Transportation Right Of Way Plat No. 53-37; thence North 73 degrees 38 minutes 33 seconds East, along said northwesterly line, a distance of 121.37 feet to right of way monument B3601; thence northeasterly, along said northwesterly line, along a nontangential curve, concave to the northwest, having a radius of 444.00 feet, a central angle of 9 degrees 02 minutes 31 seconds, the chord of said curve bears North 61 degrees 42 minutes 43 seconds East, a chord distance of 70.00 feet, an arc distance of 70.07 feet to right of way monument B3602; thence North 57 degrees 11 minutes 27 seconds East, along said northwesterly line, a distance of 229.82 feet to right of way monument B3603; thence northeasterly, along said northwesterly line, along a non-tangential curve, concave to the northwest, having a radius of 622.00 feet, a central angle of 9 degrees 59 minutes 38 seconds, the chord of said curve bears North 52 degrees 11 minutes 40 seconds East, a chord distance of 108.36 feet, an arc distance of 108.50 feet to an iron monument located at the most south corner of a tract as recorded in Document No. 354567; thence North 67 degrees 09 minutes West, along the southwest line of said tract. a distance of 509.70 feet to an iron monument located at the Southwest corner of said tract. also being on the northsouth quarter line of said Section 24; [hence South 0 degrees 21 minutes 21 seconds East, along said north-south quarter line, a distance of 74.48 feet to the point of beginning, containing 2.68 acres, subject to easements now of record in said county and state.

The Planning Commission voted unanimously to recommend approval of the requested conditional use permit subject to the following conditions:

1. The subject property must maintain compliance with all applicable local, State, and Federal standards requirements.

Their recommendation was based on the following:

1. The applicant is seeking an 'after-the-fact' conditional use permit to utilize property at 1815 East Ave as a venue. The applicant has done significant work to an existing building located on the subject property without obtaining the necessary approvals first. Should this conditional use permit be granted there are still numerous building code requirements to work through before the property could be used as a venue.
2. The subject property is currently zoned 'B-3' General Business District. City Code Chapter 155 Appendix E: Table 5 establishes that venues (conventions center,

community centers, and other similar places of assembly) are permitted in the 'B-3' district by conditional use permit only.

3. Pursuant to Minnesota Statute § 462.3595, the governing bodies of Minnesota cities may designate certain types of developments as conditional uses:

“The governing body may by ordinance designate certain types of developments, including planned unit developments, and certain land development activities as conditional uses under zoning regulations. Conditional uses may be approved by the governing body or other designated authority by a showing by the applicant that the standards and criteria stated in the ordinance will be satisfied. The standards and criteria shall include both general requirements for all conditional uses, and insofar as practicable, requirements specific to each designated conditional use.”

4. Minnesota Statute § 462.3595 also includes the procedural requirements for the issuance of a conditional use permit by a municipality in Subdivision (2). The Statute requires that public hearings on the granting of conditional use permits shall be held in the manner provided in section § 462.357, Subdivision 3, which states:

“No zoning ordinance or amendment thereto shall be adopted until a public hearing has been held thereon by the planning agency or by the governing body”

5. City Code Chapter 155 Appendix B: Table 2 establishes the required off-street parking stalls for “Auditorium, Church, Temple, or other place of assembly” as 1 stall for every 4 seats. The proposed usage of the subject property would fall into the “other place of assembly” for the purpose of determining parking regulations. Well City Code says 1 per every 4 seats this regulation has been determined in the past to also equate to 1 per every 4 people of the maximum occupancy load (same as the Worthington Event Center).

The maximum occupancy load of this building has yet to be determined. The applicant must first get an architect involved and submit the plans to the State for review. This review process will determine the maximum occupancy load that parking will then be based on.

City Code Section 155.042 (G) (3) and (K) establishes that required parking and access drives must be hard surfaced within one year from the date that the development occurs (in this case – one year from the date the permit is approved). However, City Code Section 155.042 (L) establishes criteria for “low volume occasional use” defined as “An area which is used infrequently and in such a manner as to minimize dust and surface maintenance problems”. Infrequent requires that:

- 1) The area generate no more than five tractor-trailer trips per week; and

- 2) Generate no more than 20 automobile trips per week, or in the case of a mini storage facility no more than two automobile trips per week per storage unit; and
- 3) The area is not typically used by pedestrians.

Under this section, “High Density Crushed Rock” could be used as an alternative to hard-surfacing.

The Commission also was of the opinion that the proposed usage fit the definition of “low volume occasional use” for the purpose of parking. This would allow the applicant to use high density crushed rock rather than hard surfacing.

Alan Oberloh said that when he first started the project he was planning to do a mini storage but the estimates came in much higher than expected. He said that he has had a lot of requests about renting it out for a venue so that is what he is now pursuing. He explained that he has completed two handicap accessible bathrooms and a loft area.

Council Member Janssen asked about handicap parking. Mr. Oberloh said that the handicap parking stalls would be hard surface.

Council Member Kielblock said that through the process the Planning Commission has determined that the parking codes need to be redone.

A motion was made by Council Member Cummings, seconded by Council Member Kolpin and unanimously carried to approve the conditional use permit for 1815 East Avenue.

POSTPONED THIRD READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - RETAIL SHOPPING OVERLAY DISTRICT

Mr. Robinson said pursuant to published notice this is the time and date set for the third reading of a proposed ordinance to Amend Title XV of the City Code of the City of Worthington, Nobles County, Minnesota.

A complete copy of the ordinance was provided in your April 11, 2022 Council Agenda.

Mayor Kuhle said after the last reading of the proposed ordinance and lack of response from businesses he went to four businesses today and was told that they knew nothing about it. He feels the businesses should be allowed to offer input. Council Member Cummings stated that he had a couple of businesses tell him that they agreed with the proposed change.

Robyn Moser, The Stag, thanked the Mayor for stopping in and said there is a Retail Committee meeting on Wednesday morning and would like to bring the information forward to them. Ms. Moser asked if Council would be willing to table a decision until they had a chance to meet.

Amanda Walljasper-Tate, Daily Apple said that it hurt her heart that businesses were not contacted about this. She said that a downtown retail district is vital to a community and she feels this could put it in jeopardy. Ms. Tate said not everyone reads the paper or listens to the radio.

Council Member Cummings said that a public hearing notice was published before the public hearing for was held by the Planning Commission along with a couple of articles written by the Globe and Radio Works news stories on the proposed change. He said recently a conditional use permit was secured by KIVU Law to move to a new location on Tenth Street. He explained this isn't a change of zone, the area would remain a "B-2" which would still require conditional use permits for churches. He said what it would allow for is "service" businesses to be located along Tenth Street.

Council Member Kolpin said this should have been a Chamber of Commerce communication to businesses. Council Member Cummings said that it was never brought up at a Chamber/CVB Board meeting.

Mr. Robinson said Council has two options to proceed. They can approve the third reading of the ordinance or they can postpone until a specified date. He noted that the City Planner would be back in the office on May 16th and would be able to answer any other questions that business owners may have other than the information that has already been provided by staff.

Scott Kraft, Adorn 1024, asked what business was in the old Alf Drug Store building. Ms. Tate said that it was a Herbal Life Nutrition Shop. Mr. Kraft also added a note of thanks to the city for the assistance in getting the owners of the building next to Rolling Hills Bank to remove the broken awning.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to postpone the third reading of the proposed ordinance to Amend Title XV of the City Code of the City of Worthington, Nobles County, Minnesota - Retail Shopping Overlay District to the City Council meeting on Monday, June 13, 2022.

RESOLUTION NO. 2022-05-27 ADOPTED SUPPORTING LGA FORMULA UPDATE AND \$90 MILLION APPROPRIATION INCREASE

Mr. Robinson said the Coalition of Greater Minnesota Cities has asked that cities consider adopting a resolution in support of the proposed formula for LGA as well as the overall additional funding amount of \$90 million increase in the appropriation.

He explained the LGA appropriation has not come close to keeping up with inflation and the cost of providing city services continues to rise due to a significant increase in inflation; from 2009 to 2022, inflation has grown 41%, while LGA has only grown by 18%.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2022-05-27

A RESOLUTION SUPPORTING LGA FORMULA UPDATE AND \$90 MILLION APPROPRIATION INCREASE

(Refer to Resolution File for complete copy of Resolution)

REVIEWED AND RECOMMENDED BIDS RECEIVED FOR THE OLSON PARK REHABILITATION PROJECT

Todd Wietzema, Public Works Director, said at the March 14th, 2022 City Council meeting the Olson Park Trail Rehabilitation plans were approved and Council authorized staff to advertise for bids. Online bids were opened on April 27th, 2022 for the project. Mr. Wietzema said the project includes reconstruction of the paved trail from Crailsheim Road to Bay Street, decorative fencing along the trail near any slope, connections to the new walk bridge, and new ADA handicap crossings. The engineers estimate for the project was \$639,862.00. The city received three bids and they are as follows:

Bidder	Bid Amount
Duininck, Inc.	\$661,296.25
Ideal Landscape & Design	\$670,087.00
LCS Inc.	\$896,904.00

Staff is recommending council award the contract to Duininck, Inc, in the amount of \$661,296.25.

A motion was made by Council Member Kolpin, seconded by Council Member Janssen and unanimously carried to award the Olson Park Rehabilitation Project to Duininck Inc. In the amount of \$661,296.25.

APPROVED A PROPOSAL FOR CONSTRUCTION SERVICES FOR OLSON TRAIL PROJECT

Mr. Wietzema said Short Elliott Hendrickson Inc, has provided staff with a proposal to provide contract administration and construction services for the Olson Park Trail Rehabilitation project.

These services will include:

1. Construction Observation

2. Pre-construction and Post-construction videotaping
3. Administration and record keeping of the project
4. Review of shop drawings
5. Review and approve contractors pay request
6. Perform a final walk through punch list and complete any close-out paperwork

The proposal from Short Elliott Hendrickson for these professional services is \$49,239.00. Staff has reviewed this proposal and recommends that Council accept as presented. Mr. Wietzema said these funds would come from reserves.

A motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to accept the Construction Administration Services proposal from SEH in the amount of \$49,239.00.

APPROVED CHANGE ORDERS FOR AQUATIC CENTER PROJECT

Mr. Wietzema said Tri-State General Contracting, the Aquatic Center project contractor, has proposed two change orders for the project. The first change order would include:

1. Removal and replacement of the existing outdoor pool deck and pool drains
2. Removal and replacement of 4 doors that lead to the existing bathrooms.

The proposed amount of the first change order is \$158,172.00.

The proposed second change order would include:

1. Removal and replastering of the existing pool
2. Repair minor cracking
3. Add a 6' tile band to the perimeter of the pool
4. Bring waterline/step tile up to code and replace any damaged tile
5. Install new depth markers

The proposed amount of the second change order is \$124,695.00

The total of the two change orders would be \$282,687.00.

Mr. Wietzema explained approving these change orders would bring our total contract price to \$6,622,744.01. If approved, staff would like council's direction on funding. He explained the funding options include using sales tax proceeds, using pool reserve funds, or a combination of both.

Mr. Wietzema noted as of December 31, 2021 the pool reserve balance was \$445,028.03.

Council Member Ernst said the changes/repairs should be made at this time but she would need more

information before suggesting the correct fund to take the money from.

Council Member Kolpin agreed that now is the time to make the changes and needed repairs to the existing pool.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the two change orders in the amount of \$282,687.00 and determine where the funds should come after receiving more information from staff.

RESOLUTION NO. 2022-05-25 ADOPTED APPROVED AGENCY AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR MASTER PARTNERSHIP CONTRACTS

Steve Schnieder, City Engineer, explained the Master Partnership Contracts (MPC) are umbrella contracts which allow local agencies and MnDOT to exchange goods and services. He explained the MPC also allows MnDOT, if requested and authorized by the local agency, to deliver small, routine services to local agencies. Any other exchange of goods and services needs a stand-alone work order detailing scope, costs, and terms of service. The previous agreement was for 2018 to 2022 and the new agreement will run from 2022 to 2027. The Engineer and Public Works Director shall be authorized to negotiate work order contracts.

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

RESOLUTION NO. 2022-05-25

A RESOLUTION FOR THE STATE OF MINNESOTA AGENCY AGREEMENT CONTRACT NUMBER 1050077

(Refer to Resolution File for complete copy of Resolution)

AWARDED THE CONSTRUCTION CONTRACT FOR THE FEDERAL TAP TRAIL PROJECTS LOCATED AT THE PRAIRIE ELEMENTARY AND CECILEE STREET

Mr. Schnieder said bids were opened on April 20, 2022 for the TAP Trail projects.

Two bids were received with the low bid being \$177,540.00 from Duininck, Inc of Prinsburg, MN. The other bid was for \$220,161.50 from LCS, Inc of Worthington. The engineer's estimate was for \$132,112.75.

Council Member Kielblock asked where this project originated. Mr. Schnieder said it was initiated by the school and city. Council Member Kielblock said he's trying to understand it because currently the school policy is that an adult has to accompany a child to the Prairie Elementary School so they

cannot walk or ride bike. Mr. Schnieder said it may change once the paths are in place.

Mr. Schnieder noted the bids were reviewed by the SEH consultant and the State of Minnesota Department of Transportation.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to award the contract to Duininck, Inc. in the amount of \$177,540.00.

AGREEMENT FOR PROFESSIONAL SERVICES FOR CONSTRUCTION OF THE TAP TRAIL PROJECTS

Mr. Schnieder said the construction of the federally funded TAP Trail Project requires inspection and testing of the work being performed. He explained the staffing level needed along with the complexity of the federal requirements for projects makes this a project that is beyond the current capabilities of city staff. SEH provided the engineering design services and is most familiar with the requirements of the project for providing the construction administration services.

A motion was made by Council Member Kielblock, seconded by Council Member Ernst and unanimously carried to approve professional services provided by SEH, Inc. for the TAP Trail Project in the amount not to exceed \$24,655.00.

AWARDED THE CONSTRUCTION CONTRACT FOR THE RECONSTRUCTION OF EIGHTH AVENUE FROM NINTH STREET TO WEST TERMINI, AND THE REPLACEMENT OF THE WATER MAIN ON EIGHTH AVENUE FROM NINTH STREET TO TENTH STREET

Mr. Schnieder said bids were opened on April 27, 2022 for the reconstruction of Eighth Avenue, including the replacement of the water main on Eighth Avenue between Ninth and Tenth Streets. Mr. Schnieder explained the bid included three schedules. The base bid included all work except the pavement construction, Schedule Two was for a bituminous pavement, and Schedule Three was for a concrete pavement.

Mr. Schnieder said two bids were received with the low bid from LCS, Inc. of Worthington. The second bid was from Duininck, Inc. of Prinsburg, MN.

He explained the low bid for the base bid and Schedule Two (bituminous pavement option) was \$125,887.05 below the engineer's estimate. The low bid for the base bid and Schedule Three (concrete pavement option) was \$190,042.05 below the engineer's estimate. The base bid and Schedule Three (the concrete pavement option) was \$40,687.05 lower than the engineer's estimate for the base bid and the bituminous pavement option.

The Water and Light Commission reviewed the bid from LCS, Inc. associated with the public utilities that are not assessed to the property owners. This includes Water Fund (601) and

nonassessable Sanitary Sewer Fund (602). The commission supports the award of the project to LCS, Inc.

Mr. Schnieder said council has three options for this project:

- 1) Reject all the bids and not award the contract.
- 2) Award the contract accepting the Base Bid and Schedule 2 (bituminous pavement option).
- 3) Award the contract accepting the Base Bid and Schedule 3 (concrete pavement option).

Mayor Kuhle asked the life expectancy of concrete. Mr. Schnieder said concrete can have a life expectancy up to 50 years.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve option 3 awarding the contract accepting the base bid and schedule 3 (concrete pavement option).

RESOLUTION 2022-05-26 ADOPTED APPROVING NOBLES COUNTY CONSTRUCTION PLANS FOR SAP 053-610-010 AND SAP 053-635-031 - TURNING LANES ALONG COUNTY STATE AID HIGHWAYS 10 AND 35 AT THE INTERMEDIATE SCHOOL AND THE MIDDLE SCHOOL

Mr. Schnieder said Nobles County is planning to construct a right turn lane along the west side of CSAH 10 in front of the Intermediate School and widen CSAH 35 on the north side of the road to construct a left turn lane on the north side of the Middle School. Mr. Schnieder explained installing the turning lanes will improve safety along these two segments of roadway. The State requires the city's approval of county construction projects within the city limits.

Mayor Kuhle asked if this was a permanent fix to the problem. Mr. Schnieder said this addresses the right hand traffic at each site.

A motion was made by Council Member Kielblock, seconded by Council Member Ernst and unanimously carried to adopt the following resolution:

RESOLUTION NO: 2022-05-26

A RESOLUTION APPROVING NOBLES COUNTY CONSTRUCTION PLANS FOR SAP 053-610-010 AND SAP 053-635-031 - TURNING LANES ALONG COUNTY STATE AID HIGHWAYS 10 AND 35 AT THE INTERMEDIATE SCHOOL AND THE MIDDLE SCHOOL

(Refer to Resolution File for complete copy of Resolution)

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - said the SRDC will be meeting at the fire hall this Thursday, invited Council to

Worthington City Council

May 9, 2022

Page 14

attend. Attended the movies this weekend, great facility and it was very busy.

Council Member Janssen - No report.

Council Member Ernst - No report.

Council Member Kielblock - No report.

Council Member Kolpin - Movie facility is great. The movie times are on their website.

Council Member Cummings - No report.

CITY ADMINISTRATOR REPORT

Mr. Robinson had no report.

ADJOURNMENT

A motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 8:21 p.m.

Mindy L. Eggers. MCMC
City Clerk

City of Worthington
Park and Recreation Advisory Board Minutes
4:00 p.m. - Tuesday, May 17, 2022

Members present: Jason Johnson, Chris Kielblock, Dan Krueger, Craig Stock, Joe Vosburgh, Jessica Williams
Members absent: None
Staff present: Scott Rosenberg, Todd Wietzema, Cory Greenway and Angela Thiner

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Chairman Dan Krueger.

APPROVAL OF MINUTES

A motion was made by Joe Vosburgh, seconded by Craig Stock and unanimously approved to accept the minutes of the April 20, 2022 meeting.

APPROVAL OF AGENDA - ADDITIONS/DELETIONS

Todd Wietzema stated there would be an addition of a park bench donation to the agenda. A motion was made by Chris Kielblock, seconded by Jessica Williams and unanimously approved to accept the agenda with the addition of item c) park bench donation.

APPROVE AMELIA EARHART STATUE

The Public Arts Commission approved the idea brought forward by the Community Image Committee to place a statue of Amelia Earhart near Lake Okabena. City Staff is proposing to place the statue in Sailboard Beach, north of the aeration building. A picture of the proposed statue was presented giving the dimensions of 52" high x 66" wide x 38" deep. Staff noted the statue will be paid for by private donations along with money from the chair auction funds from the Regatta. The City will complete the concrete pad.

In response to a question from Joe Vosburgh, Todd stated Sailboard Beach will not have cameras but the aeration building is lighted. Dan Krueger asked who would be responsible for the statue. Scott Rosenberg stated the City would ultimately be the responsible party. Todd Wietzema reiterated the no city funds were committed for this project. Chris Kielblock asked if there would be a sign explaining the statue similar to the Crailsheim statue in Chautauqua Park. Todd noted that hadn't been discussed but all public artwork would have signage.

With no further discussion, a motion was made by Jason Johnson and seconded by Joe Vosburgh to approve the Amelia Earhart statue and its proposed location. The motion unanimously passed.

JBS FIELD HOUSE FEE SCHEDULE

The proposed schedule for the JBS Field House was presented. Cory Greenway, JBS Field House Manager, explained the proposed fee schedule was just a baseline and fees could be adjusted after opening and getting a better idea of the community's needs, peak times, etc. Jessica Williams asked if there would be monthly or annual fees. Cory responded the fees are being structured around a day fee schedule noting it was their intent to start simple and not over complicate things. Jason Johnson added he would encourage staff to consider doing a family pass as well as an annual pass.

A motion was made by Craig Stock and seconded by Joe Vosburgh to accept the proposed fee schedule for the JBS Field House. Jason Johnson voted against the motion. The motion carried with 4 voting in favor and 1 voting against.

PARK BENCH DONATION

The family of Edwin and Rosie Rogers submitted a park bench donation application to place a park bench in Chautauqua park, west of the Crailsheim monument.

A motion was made by Jason Johnson, seconded by Craig Stock and unanimously carried to accept the park bench donation.

SUPERVISOR'S REPORT

Scott Rosenberg stated mowing has begun but things are behind schedule due to the weather. He also added restrooms are opened as well as park shelters and staff is busy picking up sticks and branches. In response to a question from Chris Kielblock, Scott Rosenberg stated the tree in Olson Park which was knocked down during the storms has mostly been removed.

OTHER BUSINESS

Chris Kielblock asked what happened to the guard rail by the bike bridge. Staff explained a vehicle ran into it over the winter. A police report was filed and we are waiting for repairs to take place.

Mr. Weitzema stated work on the Bandshell is in progress. The electrical work is done, new siding is on.

A group has come forward wanting to make improvements to the skate park so that will be taking place also.

ADJOURNMENT

A motion was made by Joe Vosburgh, seconded by Craig Stock and unanimously approved to adjourn the meeting at 4:38 p.m.

Angela Thiner
Assistant City Clerk

WATER AND LIGHT COMMISSION MINUTES

REGULAR MEETING

MAY 16, 2022

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:04 P.M. by Vice-President Randy Thompson with the following members present: Kathy Hayenga, Chad Nixon and Amy Ernst. Absent was Debra Weg (excused).

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 Hayenga, seconded by Commissioner Ernst and unanimously carried to close the agenda as presented.

CONSENT AGENDA APPROVED

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

- Water and Light Commission minutes of the regular meeting held on May 2, 2022
- Staff reports for April 2022
- Utility bills payable totaling \$1,497,199.17 for May 6 and May 13, 2022

FINANCIAL STATEMENTS AND SALES REPORTS

A motion was made by Commissioner Hayenga, seconded by Commissioner Nixon and unanimously carried to accept the financial statements and sales reports for April 2022.

SOUTH SHORE LIFT STATION IMPROVEMENTS PROJECT BID AWARD

Scott Hain, General Manager, reported that the following two bids were received on May 12, 2022, for the South Shore Lift Station Improvements Project.

<u>Bidder</u>	<u>Base Bid</u>
Gridor Construction, Inc.	\$167,300
Larson Crane Service, Inc.	\$294,320

Based on the contract documents and bids received, the bid evaluation letter presented to the Commission from Bolton & Menk recommended awarding the bid to Gridor Construction.

A motion was made by Commissioner Ernst, seconded by Commissioner Hayenga and unanimously carried to award the bid for the South Shore Lift Station Improvements Project to Gridor Construction, Inc. in the amount of \$167,300 and authorize the General Manager to execute the necessary contract documents.

CONSUMER CONFIDENCE REPORT

Scott Hain, General Manager, provided the Commission with a copy of the proposed notification to be included with the May 2022 utility billing informing our customers that the 2021 Consumer Confidence Report (CCR) is available on Worthington Public Utilities' website. The 1996 Safe Drinking Water Act included a requirement that all public water suppliers provide their customers with an annual report on water quality.

A motion was made by Commissioner Nixon, seconded by Commissioner Hayenga and unanimously carried to approve the proposed notification for the 2021 Worthington Public Utilities Consumer Confidence Report to be mailed with the May 2022 utility billing.

ELECTRIC SERVICE TERRITORY

Scott Hain, General Manager, provided the Commission with an update on electric service territory discussions with Adam Tromblay, General Manager of Nobles Cooperative Electric (NCE). The update included information on existing and proposed service territory boundaries and potential compensation structures.

COMMISSION COMMITTEE REPORTS

Commissioners Ernst, Nixon and Thompson all commented that the Missouri River Energy Services annual meeting they attended on May 11, 2022, was a good meeting.

GENERAL MANAGER REPORT

Scott Hain, General Manager, reported that utility staff met with Culligan Water Conditioning of Worthington on May 13, 2022, to discuss the development of a water softener rebate program as incentive to reduce the amount of chloride being generated by home and commercial softeners. The rebate program is the result of funding through a Minnesota Pollution Control Agency (MPCA) chloride reduction grant awarded to Bolton & Menk.

ADJOURNMENT

A motion was made by Commissioner Ernst, seconded by Commissioner Hayenga and unanimously carried to adjourn the meeting at 4:17 P.M. Vice-President Thompson declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission

CROSS-CULTURAL ADVISORY COMMITTEEAGENDA7:00 PM – Tuesday, April 19, 2022City Hall Council Chambers

Attendance: Andrea, Scott, Paul, Angie, Amy, Edgar, Abera, Steve

Absent: McNay, ??

Call to Order

M/S, Andrea, Amy.

Agenda – Additions/Changes

Andrea added 'Member Updates', M/S Amy, Edgar.

Approval of Minutes

- M/S Andrea, Amy.

Welcoming Paul Summers LaRoche - Paul was sworn in by City Council in March.**Plan Community Conversations on City Updates**

- Scott suggests starting small in existing gathering spaces that everyone is connected with. We can approach them by coming to them and bringing awareness of who we are.
- Brainstorming of how 'we break the ice' to groups and allowing them to give us their time/day/space preference. Mutual agreement to get going and an action planning committee can move the wheels.
- Line of action: Most updated projects are actionable in the next 3 weeks or so (focus on Eleanor and 8th St). Edgar/Angie/Paul is the first to reach out to their faith communities to see if there is interest in us coming to their space/time.
 - Identify three spaces/meetings...
 - Abera faith community: Sunday afternoons (Worthington Christian Church 10 - 15 minutes by 2 pm on May 15)
 - Paul will get ahold of the city services the City offers.

City Council Updates - Amy and Steve

- City Communications Position Progress
 - Steve Update: Focusing on the re-design of the city's website is the focus. It has been tabled as they find out what comes out of the assistant city administrator. The duties could come under their role.
- 8th St. City Project
 - Assistant City Engineer reached out to Scott asking for a list of interpreters/translators. See below agenda item for action.
- Steve provided City of Worthington Updates via print. Will add to our notes.
- Amy Updates- replacing water and electric meters project to come in the near future.
- Paul asks what is happening at the City Band Shell, and Steve responded that they are renovating the shell.
- Andrea informed members of the May 24th elections. At least 40 election judges are needed. Anyone is welcome to contact Mindy/Angela at City Hall.

- Scott informed us of exploring Cross-Cultural Competency Training for City-level.

Develop City Translator / Interpreter List

- Obtain a list of interpreters in the community from the school district and from the interpreter class from MN West.

SW Crisis Center - Dulce Willardson

- Scott update: Law enforcement officer brought up to Scott that they'd like to see support in informing the immigrant population on the signs of sexual assault/abuse. Work is being collaborated with SW Crisis Center with Dulce. Scott mentioned that this could be an opportunity to add into the community conversations in the community spaces.
- Edgar added that another issue is depression, especially in teenage children. Edgar commented that the family has added that it can be tough to connect with SW Crisis Center too. Andrea added that this could be a good opportunity because there is a shortage in our region and really throughout so how can we bring in those conversations. Questions are brought up: In what ways is mental health connected to the City? In what ways can CCAC support setting up such conversations?
- Abera raised an important suggestion about information and how we are connected. Andrea referred back to the community mapping suggestion of setting up a visual that can help CCAC understand who and what should be tied together so we have an idea of where to send information to.

Adjournment

M/S Andrea, Angie.

Minutes
Worthington Public Arts Commission
April 12, 2022
5:15 PM
Worthington City Hall

The meeting was called to order at 5:15 PM by Chair Cheryl Avenel-Navara with the following members in attendance: Larry Janssen, Zubu Jansen, Blake Regnier, Susan Middagh. Gail Holinka attended as a guest.

Cheryl opened the meeting with a Land Acknowledgment.

The following items were added to the agenda: update on the Amelia Earhart statue project under old business and an update on signage also under old business. A request for funding for additional signage under new business. The agenda was approved as amended on a motion by Susan seconded by Blake and passed.

The minutes of the March 9, 2022, meeting were approved on a motion by Susan seconded by Blake and passed.

The Financial Report was presented by Cheryl showing a balance of approximately \$4,603.75 available for various operating expenses, services, and costs.

The following old business was discussed:

Cheryl gave an update on the sign for the Crailsheim Bridge located in Chautauqua Park and the sign for the mobile at Memorial Auditorium. She hopes to bring them to the next meeting. A question was raised on whether Braille signage is required. Cheryl will try to find out by next meeting.

Zuby shared that they have obtained 501 c 3 status through the Veteran's Park organization which is willing to sponsor the project. There is a brochure being finalized for distribution to potential supporters. The Regatta and Globe Chair auction has agreed to be part of the fundraising effort. The project currently has \$1000 and will have to raise \$4200 as a down payment so that the artist can begin work on the project. The total cost is \$42000. The sculpture is 66" wide, 52" high, 38" deep, and weighs 500 lbs.

The following new business was discussed:

There are approximately 10 signs remaining on the list to be completed including the Soccer Ball at the Buss Field and the outdoor murals throughout the community. Zubu moved that the funds for the completion of these signs be expended at the discretion of the chair and the availability of the students at the High School. The motion was seconded by Susan and passed.

Announcements:

Gail gave an update on the status of the Grant funded project and asked about a 'dedication' event when it was installed. The committee indicated an interest in that type of event when a date for installation was imminent.

The Nobles County Art Center has the Area Art Show up until June 24 and is now open from noon to 4 PM. Monday to Friday.

Gail mentioned that the Artmobile is currently booking summer events.

The College Spring Theater production is **The Mystery of Irma Vep** is April 22, 23, 24 at the College Theater.

The next meeting will be on May 10th at 5:15 PM.

There being no further business to discuss, the meeting was adjourned at 5:53 PM on a motion by Zuby seconded by Larry and approved.

Respectfully submitted
Cheryl Avenel-Navara

DRAFT

**CABLE 3 JOINT POWERS BOARD
MEETING MARCH 10TH**

Members Absent:

Logan Ahlers

John Landgaard

CALL TO ORDER:

Steve Robinson called the meeting to order at 7:05 am

MINUTES OF THE FEB. MEETING: A motion was made by Amy Ernst to approve the minutes of the Feb. 10th. The motion was seconded by Steve Schnieder.

RESTRUCTURING DISCUSSION:

The Board discussed the Timeline of the restructuring of Cable 3. The timeline of the transfer to the District is still July 1st.

The Board discussed what the role of a new board might look like and how often the board would meet. It was decided that the board would likely be an advisory one and meeting frequency would be determined.

Kelly reported on conversations she had with Bryan Nelson in Algona, Iowa. Kelly reported that that school district has an advisory board that works with Iowa Lakes Community College in Estherville, Iowa. Seven courses are offered with college credit given in some of those classes. The board liked the possibility of that structure working for the future of Cable 3.

The board also discussed the possibility of students being assigned to more outside broadcasts to help with staffing. Kelly will talk to Anne Greenway about this possibility. Amy Ernst suggested we look at what they are doing in Pipestone and Westbrook school districts and radio stations as they have been providing tournament livestreams. The board also discussed the future of social media and podcasts playing more of a role in the future of Cable 3. Rebranding the Trojan News curriculum and Cable 3 was also discussed. Josh Noble also suggested

looking into colleges currently offering a broadcasting program and look into concurrent enrollment options.

Future revenue coming into the program was also discussed. It was agreed that as cable subscriptions decrease we may have to look at different funding options.

Staffing of the program will need to be looked at, the positions will be under the IT umbrella and the school district will be working on pay scale, supervision and hiring in the coming weeks.

The Board also discussed what programming will become priority and what programs we may be phasing out as the community population changes.

Adjourn:

Meeting was adjourned at 8:00 am

Prepared by

Kelly Thompson Reeves

CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE
INCOME STATEMENT
For the Period 1/1/22 Through 4/30/22
(Amounts in Dollars)

	Total 2022 Budget	APRIL		%	YTD	
		Actual	Previous Year	YTD Actual to Budget	Actual	Previous Year
Sales						
Liquor	2,081,040	174,123	163,831	30.1%	626,549	614,593
Wine	649,000	53,142	46,559	26.8%	173,938	186,075
Beer	2,394,080	186,495	189,116	26.8%	640,920	655,199
Mix/nonalcohol	76,500	6,351	6,087	27.9%	21,343	20,596
NSF charges	100	-	-	0.0%	-	-
Net Sales	5,200,720	420,111	405,593	28.1%	1,462,750	1,476,463
Cost of Goods Sold						
Liquor	1,518,745	107,061	115,591	28.7%	435,988	434,361
Beer	1,812,320	135,088	146,261	25.8%	468,350	496,791
Wine	456,375	32,752	34,507	26.3%	120,210	144,770
Soft drinks/mix	52,470	3,245	3,844	22.9%	12,029	16,548
Freight	34,000	3,287	2,640	30.1%	10,234	9,686
Total Cost of Goods Sold	3,873,910	281,433	302,843	27.0%	1,046,811	1,102,156
Gross Profit	1,326,810	138,678	102,750	31.3%	415,939	374,307
Operating Expenses						
Personnel services	448,445	43,679	41,997	28.4%	127,335	128,194
Supplies	29,300	3,010	2,006	22.0%	6,448	6,234
Other services & charges	222,569	16,305	9,048	25.0%	55,538	49,754
Interest	16,125	-	-	0.0%	-	-
Depreciation (estimated)	107,000	8,917	8,917	33.3%	35,667	35,668
Total Operating Expenses	823,439	71,911	61,968	27.3%	224,988	219,850
Operating Income (Loss)	503,371	66,767	40,782	37.9%	190,951	154,457
Non-Operating Revenues (Expenses)						
Interest earnings **	4,500	375	1,275	33.3%	1,500	5,100
Other non-operating	-	-	-	-	-	-
Sale of fixed asset	-	-	-	-	-	-
Loss on fixed asset	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	4,500	375	-	33.3%	1,500	-
Net Income (Loss) b/Operating Transfers	507,871	67,142	42,057	37.9%	192,451	159,557
Operating Transfers-In	-	-	-	-	-	-
Operating Transfers-Out	(275,000)	(22,917)	(22,917)	33.3%	(91,668)	(91,668)
Net Income (Loss)	232,871	44,225	19,140	N/A	100,783	67,889

** Includes four months budget

ADMINISTRATIVE SERVICES MEMO

DATE: MAY 19, 2022

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

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

Lake Okabena Improvement Association has submitted an application for a Temporary On-Sale Liquor License (included as *Exhibit 1*) for the 2022 Beach Bash fund raising event at Centennial Park on Sunday July 3, 2022. Hours of sale would be 12:00 p.m. to 11:59 p.m. All the required paperwork, fees and insurance certificate naming the City of Worthington as additional insured have been received.

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

2. APPLICATION FOR PARADE PERMIT OR TO BLOCK STREETS - SOLID ROCK CHURCH

Scott Peterson, Solid Rock Church, has submitted an application to block the following street on Sunday, June 5, 2022 from 11:30 a.m. to 12:30 p.m. for their 2022 Bike Blessing/Ride event:

South Shore Drive from Linda Lane to Veterans Memorial Park

A map of the street closure is included as *Exhibit 2*. Jay Petersen has been designated as the Safety Officer for the event. The required insurance certificate naming the City of Worthington as additional insured has been received.

Council action is requested on the Application to Block Street(s) for the Solid Rock Assembly Bike Blessing/Ride event on June 5, 2022.

3. APPLICATION TO BLOCK STREETS - INTERNATIONAL FESTIVAL CULTURAL AWARENESS ORGANIZATION

Lakeyta Swinea has submitted an application to block the following streets from 10:00 a.m. on Friday, July 8, 2022 to 9:00 p.m. on Saturday, July 9, 2022 for the 2022 International

Festival:

3rd Avenue from 9th Street to 10th Street
4th Avenue from 9th Street to 10th Street
10th Street from 3rd Avenue to 4th Avenue

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

Council action is requested on the Application to Block Street(s) for the 2022 International Festival.

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

An Application for Parade Permit or to Block Street(s) has been received from the UFCW 663 / St. Mary's Church for their march on Sunday, June 19, 2022 from 11:00 a.m. until 2:00 p.m. A map of the requested street closures is included as ***Exhibit 4*** they are requesting to finish their event at the open area east of the Fire Hall. Pablo Gonzalez has been designated as the Safety Officer for the event, and a certificate of insurance naming the City of Worthington as additional insured will be provided upon Council approval of the application.

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

CASE ITEMS

1. **SECOND READING PROPOSED ORDINANCE TO AMEND WORTHINGTON CITY CODE TITLE XI, CHAPTER 113: PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS TO ESTABLISH AN ANNUAL PERMIT FOR MOBILE FOOD UNITS**

Pursuant to published notice this is the time and date set for the second reading of a proposed ordinance to Amend Worthington City Code Title XI, Chapter 113: Peddlers, Solicitors and Transient Merchants to Establish an Annual Permit for Mobile Food Units.

A complete copy of the ordinance was provided in your May 9, 2022 Council Agenda.

Council action is requested to give a second reading to the proposed ordinance

2. **AN ORDINANCE TO AMEND TITLE XI, CHAPTER 111, REPEALING CURRENT SUBCHAPTER 111.05 TO CREATE AMENDED SUBCHAPTER PERTAINING TO LIQUOR LIABILITY INSURANCE**

City Staff is recommending a text amendment to Chapter 111, Liquor Regulations, Subchapter 111.05 - Liability Insurance. In 2011, Council amended the above ordinance with the addition of a requirement to name the City as an additional insured on the license holder's liability insurance policy. The text amendment added to Subchapter 111.05 was acted on following a recommendation from the City's Liquor Committee. Minutes from the Committee's meeting of August 22, 2011 and subsequent City Council meeting did not include discussion or reasoning that was the catalyst behind this recommendation.

It has been brought to Staff's attention that requiring the City to be named as an additional insured may cause the license holder to pay a substantial increase in their annual insurance premium to add a rider satisfying the ordinance. Staff consulted with the City Attorney, Minnesota Department of Public Safety Alcohol and Gambling Enforcement, the League of Minnesota Cities Insurance Trust and the local insurance carrier. None of those consulted advised that it was necessary for the City to require this additional coverage and that amending the text of the ordinance would not result in additional exposure to the City.

Should Council concur with Staff's recommendation, they may pass the first reading of the text amendment shown in *Exhibit 5*. A text amendment requires a 4/5 vote of the Council to pass.

Council action is requested.



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

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

Name of organization Lake Okabena Improvement Assn Date organized 6-7-05 Tax exempt number 11-3785141

Address 1121 3rd Ave City Worthington State MN Zip Code 52187

Name of person making application Jason Votz Business phone 507-372-2906 Home phone -

Date(s) of event July 3, 2022 Type of organization ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

Organization officer's name Jason Votz, Pres City Worthington State MN Zip Code 52187

Organization officer's name Gerry McCuen, VP City Worthington State MN Zip Code 52187

Organization officer's name Debra Weg, Treas City Worthington State MN Zip Code 52187

Organization officer's name Maria Thier, Sec City Worthington State MN Zip Code 52187

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

Centennial Park, same as last 6 years

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

City of Worthington

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

MJUA, ^{\$}1,000,000 Liability, Nickel & Associates, Worthington, MN

APPROVAL

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

City or County approving the license

Date Approved

Fee Amount

Permit Date

Date Fee Paid

City or County E-mail Address

City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Scott Peterson (name), as representative of
Solid Rock Church (organization sponsoring event) does
hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is June 5, 2022
with the time starting at 11:30 AM and ending at 12:30 PM. The
route of this parade or blockage of the street shall be limited to the area delineated on the
attached map.

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

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

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

Scott Peterson
Name of Person Applying for Organization

5-6-22
Date

Solid Rock Church
Name of Applying Organization

1730 Diagonal Rd
Address of Organization

376-5770
Telephone Number of Organization

Jay Peterson
Name of Safety Officer

Brewster, MN
Address of Safety Officer

360-3689
Telephone Number of Safety Officer

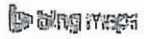
Freedom Shore Park
Location and Telephone Number of Safety Officer
during the event

Attachments needed:

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

Approved By: _____

Dated: _____



Worthington

Area: 8.74 sq miles (22.64 km²)

Population: 13,090 (2015)

Type your notes here.

W.L.

O k a b e n a L a k e

1st St
2nd Ave
3rd St
4th St
5th St

57
Sherwood St

US Highway 59
Highway 59 and 60 S
Farm Creek Library System

S Shore Dr

Bay St

Summit Ave

Kendallwood Dr

Prairie Elementary School

Kendallwood Dr

Sunny Days Pre-School

Hillcrest Ave

Indian Hill Rd

Edgerton Dr

Minnesota St

Schubert Dr

Linden Ln

Flower Ln

1st Ave SW

US Highway 59

S Shore Dr

Plotts Ave

S Lake St

59

Paul Ave

1000 feet 250 m
© 2017 HERE

Data from: Wikipedia

APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

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

The date for the requested parade/event is July 8 & 9, 2022 with the time starting at 10 am and ending at 9:00 pm. The route of this parade or blockage of the street shall be limited to the area delineated on the attached map.

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

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

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

Lakeyta Swinea
Name of Person Applying for Organization

1/14/22
Date

Cultural Awareness Organization Wgtn Int. Festival
Name of Applying Organization

903
3rd Ave. Worthington, MN 56187
Address of Organization

507-372-2919
Telephone Number of Organization

Lakeyta Swinea
Name of Safety Officer

202 Thomas Ave, Worthington, MN 56187
Address of Safety Officer

507-350-4996
Telephone Number of Safety Officer

Same
Location and Telephone Number of Safety Officer
during the event

Attachments needed:

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

Approved By: _____

Dated: _____

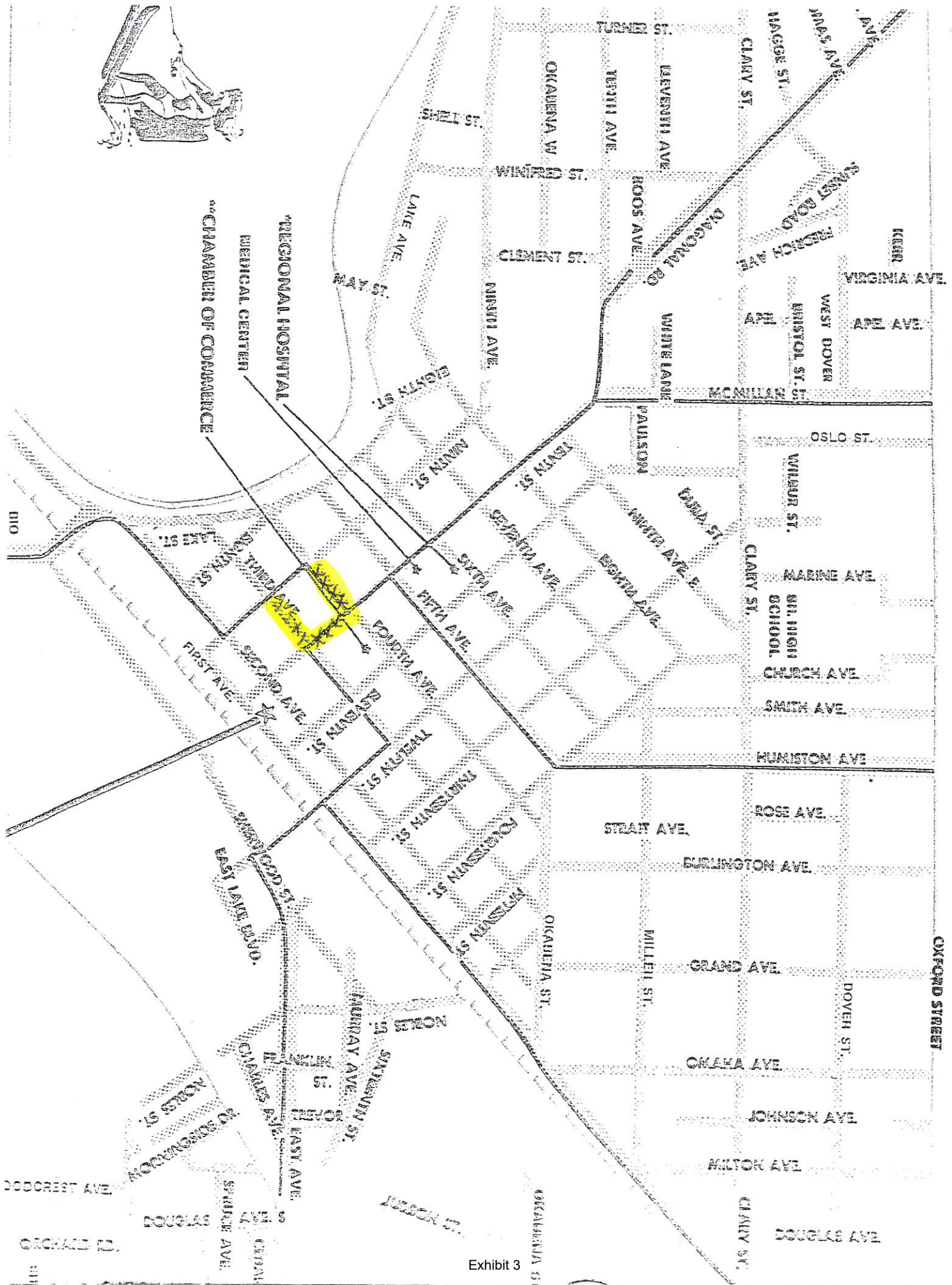


Exhibit 3

APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Raquel Avila Padilla (name), as representative of
Saint Mary's Church (organization sponsoring event) does
hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is June 19th, 2022
with the time starting at 11:00am and ending at 2:00pm. The
route of this parade or blockage of the street shall be limited to the area delineated on the
attached map.

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

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

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

Raquel Avila Padilla
Name of Person Applying for Organization

05/17/2022
Date

Saint Mary's Church
Name of Applying Organization

1215 7th Ave Worthington MN 56187
Address of Organization

507-370-4131 / 507-329-7116
Telephone Number of Organization

Pablo Gonzalez
Name of Safety Officer

1752 Viking Road Worthington MN 56187
Address of Safety Officer

507-666-1519
Telephone Number of Safety Officer

1215 7th St. / 507-666-1519
Location and Telephone Number of Safety Officer
during the event

Attachments needed:

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

Approved By: _____

Dated: _____

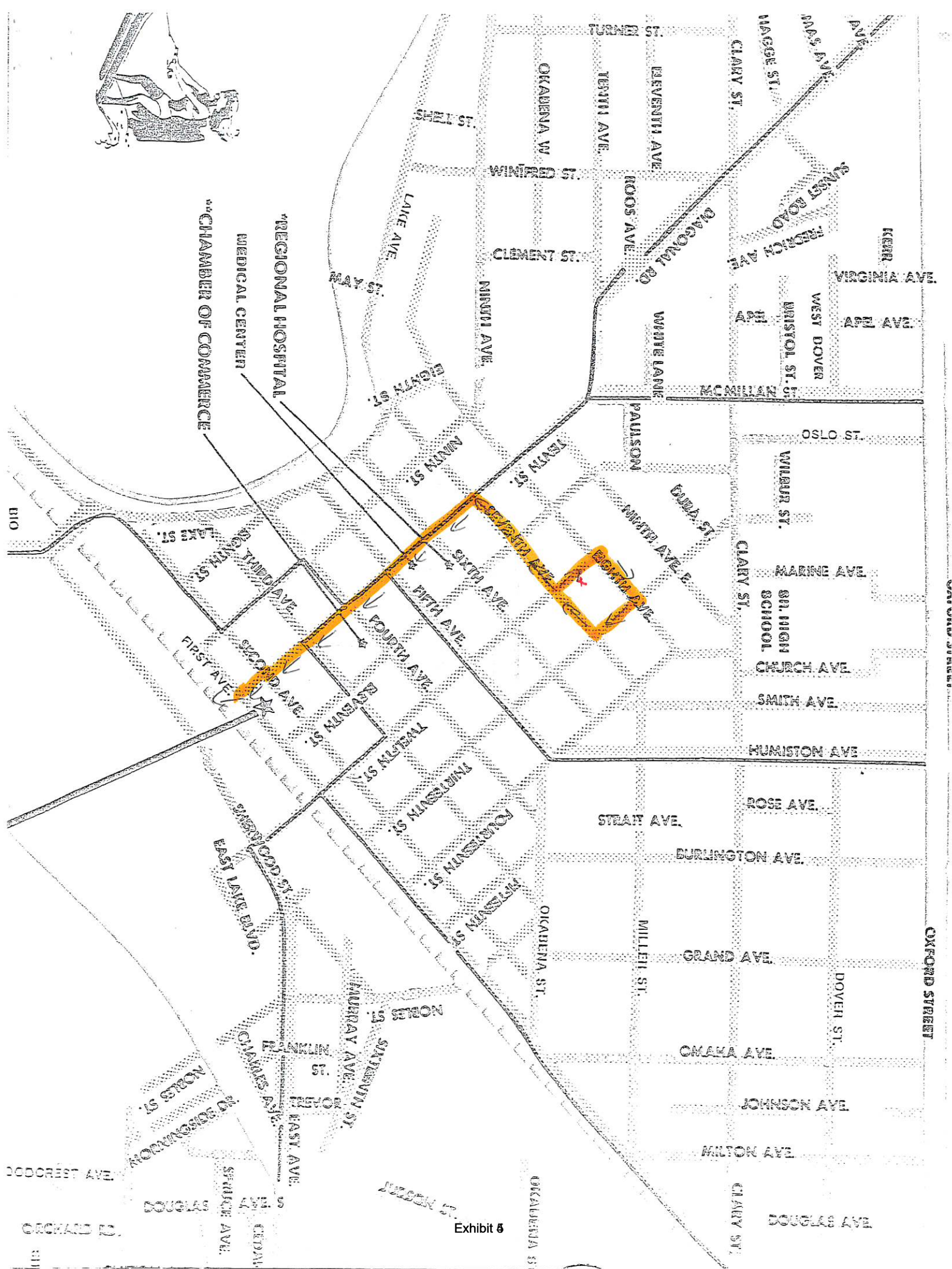


Exhibit 8

ORDINANCE NO. _____

AN ORDINANCE TO AMEND TITLE XI, CHAPTER 111, REPEALING CURRENT SUBCHAPTER 111.05 TO CREATE AMENDED SUBCHAPTER PERTAINING TO LIQUOR LIABILITY INSURANCE

The City Council of the City of Worthington Do Ordain:

Section I.

The Worthington City Code Title XI, Chapter 111 is hereby amended so as to repeal current Subchapter 111.05 to create amended Subchapter 111.05 which shall read as follows:

111.05 LIABILITY INSURANCE

Annual beer licensees must have insurance if required by State law. Those annual beer licensees which are required to purchase liquor liability insurance; all temporary beer licensees; and all intoxicating liquor licensees shall be required to purchase liquor liability insurance in a minimum amount to be set from time-to-time by Resolution of the City Council. If insurance is required either by State law or by the Worthington City Code, prior to the issuance of the license under this section, the applicant shall file proof of such financial responsibility as may be required by State law and the City code with the City Clerk and which shall be subject to the approval of the Council. The insurer issuing such liability insurance policy shall be duly licensed to do business in the State of Minnesota as required by State law. The liability insurance policy shall specifically provide for the payment by the insurance company on behalf of the insured of all sums which the insured shall become obliged to pay by reason of liability imposed upon the insured by law for injuries or damage to persons other than employees, including the liability imposed upon the insured by reason of any Minnesota Statute. Such liability insurance policy shall further provide that no cancellation, for any cause other than nonpayment of premium, can be made by either the insured or insurer unless the canceling party has first given 30 days' notice in writing to the issuing authority of intent to cancel the policy. Further, it shall provide that no payment of any claim by the insurance company shall, in any manner, decrease the coverage provided with respect to any other claim or claims brought against the insured or company thereafter. Such policy shall be conditioned that the insurer shall pay, to the extent of the principal amount of the policy, any damages for death or injury caused by, or resulting from the violation of any law relating to the businesses for which such license has been granted. ~~The City shall be named as an additional insured on the liability insurance policy.~~ ~~Penalty, see §10.99.~~

Section II.

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

Passed by the City Council of the City of Worthington, Nobles County, Minnesota, this

_____ day of June, 2022.

(SEAL)

Mayor

Attest: _____
City Clerk

PUBLIC SAFETY MEMO**DATE: MAY 20, 2022****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****CASE ITEMS****1. ACCEPTANCE OF PROGRAM FUNDS**

Jeanine and Marv Spomer generously donated \$500 to the Worthington Police Department to benefit police programs. The funds will be used to purchase items such as books, pencils and sporting equipment the officers can utilize and distribute while interacting with the local youth.

Council action is requested to adopt a resolution (*Exhibit 1*) accepting the \$500 donation.

2. ACCEPTANCE OF PROGRAM FUNDS

Scott Altman generously donated \$50 to the Worthington Police Department to benefit the City Pound. The funds will be used to purchase items such as bowls and/or other animal care items.

Council action is requested to adopt a resolution (*Exhibit 2*) accepting the \$50 donation.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A DONATION OF FUNDS

WHEREAS, the City of Worthington has been notified by *Jeanine and Marv Spomer*, hereinafter "Donors" desired to donate funds to the City; and

WHEREAS, the Donors have placed the following restrictions upon the fund distribution: \$500 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 _____; and the following members opposed:
_____, _____, _____ (if not, so state).

(SEAL)

CITY OF WORTHINGTON

BY: _____
Mike Kuhle, Its Mayor

Mindy Eggers, Its Clerk

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A DONATION OF FUNDS

WHEREAS, the City of Worthington has been notified by Scott Altman, hereinafter "Donor" desired to donate funds to the City; and

WHEREAS, the Donor has placed the following restrictions upon the fund distribution: \$50 to be used by the Police Department to enhance the care of animals at the City Pound.

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 Kuhle, Its Mayor

Mindy Eggers, Its Clerk

PUBLIC WORKS MEMO**DATE: MAY 19, 2022****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW****CONSENT AGENDA CASE ITEMS****1. APPROVE DOCK PERMIT**

City Staff has received a private dock on public property permit applications from the following residents. The applicants (***Shown below***) meet all the City Dock Policy requirements.

- | | |
|-----------------------|---------------|
| 1. 117 Lake Ave. | Tim Crook |
| 2. 506 West Lake Ave. | Tanner Rogers |

CASE ITEMS**1. AMELIA EARHART SCULPTURE ANNOUNCEMENT AND PERIOD FOR PUBLIC REVIEW**

The Worthington Community Image Committee, has presented to the Public Arts Commission, a proposed statue of Amelia Earhart, to be placed on City owned property. Miss Earhart was known to have spent time in Worthington when she was younger and has been mentioned in numerous Worthington historical writings. The Public Arts Commission at their May 10, 2022 meeting unanimously approved the proposed sculpture.

The Community Image Committee and the Public Arts Commission are proposing placing the sculpture on Sailboard Beach. The Park and Recreation Advisory Board met on May 17, 2022 to review the proposed art work and its location within the park. The Park Advisory Board has endorsed the project.

The total cost for the project is \$44,000.00. All fundraising for the project will be undertaken by the Community Image Committee. City staff has agreed to help with the placement of the proposed statue.

Under the City's Public Arts Commission Policies and Procedures, tonight marks the public announcement, Period for Public Review and 30 day comment period. A final presentation will be made by the Public Arts Commission to City Council on June 27, 2022 for approval to proceed.

Exhibit 1 includes an artist rendering and the proposed location on Sailboard Beach.

2. **REVIEW AND MAKE A RECOMMENDATION ON THE BIDS RECEIVED FOR THE OLSON PARK PEDESTRIAN BRIDGE PROJECT**

Council, at their April 27th, 2022 City Council meeting, approved Olson Park Pedestrian Bridge plans and authorized staff to advertise for bids. At 1:00 pm on May 17th, 2022 online bids were opened for the project. The project includes a 130'x 8' steel structured bridge, appropriate bridge foundations, concrete sidewalks connecting to the trail, and removal of the existing bridge. The engineers estimate for the project was \$440,465.00. The city received four bids and they are as follows:

Bidder	Bid Amount
Structural Specialties, Inc	\$400,274.20
Prahm Construction, Inc	\$513,022.00
LCS Inc.	\$678,274.20
Urban Companies	\$755,140.00

After reviewing the bids, it is staff's recommendation that council award the contract to Structural Specialties, Inc, in the amount of \$400,274.20. Included in your packet is a letter of recommendation (*Exhibit 2*) from Kelsey Waltz our engineer on the project.

Council action is requested to accept the Structural Specialties, Inc. bid in the amount of \$400,274.20.

3. **APPROVE A PROPOSAL FOR CONSTRUCTION SERVICES FOR OLSON PEDESTRIAN BRIDGE PROJECT**

Short Elliott Hendrickson Inc, has provided City staff with a proposal, (*Exhibit 3*) to provide contract administration and construction services for the Olson Park Pedestrian Bridge project. These services will include:

1. Construction Observation
2. Pre-construction and Post-construction videotaping
3. Administration and record keeping of the project
4. Review of shop drawings
5. Review and approve contractors pay request
6. Perform a final walk through punch list and complete any close-out paperwork

Short Elliott Hendrickson's proposed fee for these professional services is in the amount of \$43,751.00. Staff has reviewed this proposal and recommends that Council accept as presented.

Council action is requested to accept the Construction Administration Services proposal from SEH in the amount of \$43,751.00.

3. APPROVE FEE STRUCTURE FOR THE JBS FIELDHOUSE

The Park and Recreation Advisory Board, at their May 17, 2022 meeting, reviewed and endorsed a proposed fee structure for user of the JBS Fieldhouse. The fees proposed (*Exhibit 4*) would include:

Daily Fees

- | | |
|--------------------|--------|
| • Age 6 and under: | Free |
| • Age 7 – 12: | \$2.00 |
| • Age 13 and over: | \$5.00 |

Rental Rates

- | | |
|--------------------------|---------|
| • Field rental (1/2) | \$60.00 |
| • Batting cage (1/2 Hr.) | \$10.00 |
| • Meeting room (Hr.) | \$15.00 |
| • Mezzanine (Hr.) | \$30.00 |

At this time JBS Fieldhouse staff is proposing these starting fees and we anticipate that we will be adjusting them in the future. Staff is aware that at some point there may be a need for a monthly or yearly pass, but at this time we would like to see our user demographics and consider other possible fee options.

Council action is requested to approve the proposed JBS Fieldhouse fee schedule.

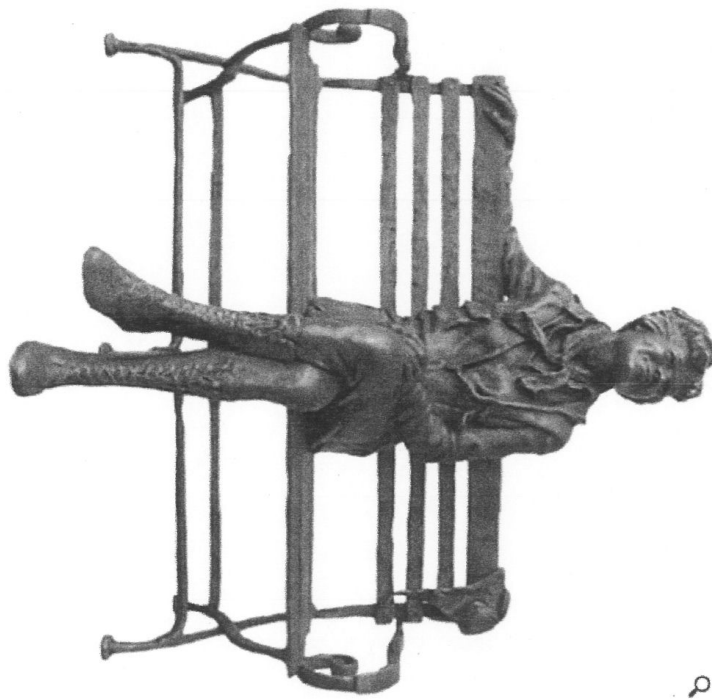
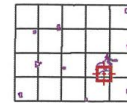


Exhibit 1a



Overview



Legend

-  Parcels
-  Municipalities
-  QuarterQuarters
-  Sections
-  Townships

Date created: 5/13/2022
 Last Data Uploaded: 5/12/2022 7:30:42 PM
 Developed by  **Schneider**
 GEOSPATIAL

Exhibit 1b



Building a Better World
for All of Us[®]

May 18, 2022

RE: Olson Park Pedestrian Bridge
City of Worthington
SEH No.165047 14.00

Honorable Mayor
and Members of the City Council
303 Ninth Street
Worthington, MN 56187

Dear Mayor and Council Members:

At 1:00 p.m., Tuesday, May 17, 2022, 4 bids were received for the above-referenced project. The bids ranged from a high of \$765,140.00 to a low of \$400,274.20. The Engineer's Estimate was \$440,465.00. The low bid was submitted by Structural Specialties, Inc. The results were as follows:

<u>Contractor</u>	<u>Total Bid</u>
Structural Specialties, Inc.	\$400,274.20
Prahn Construction, Inc.	\$513,022.00
LCS Inc.	\$678,529.00
G Urban Companies, Inc.	\$765,140.00

We find no reason to deny awarding the contract to Structural Specialties, Inc. Structural Specialties, Inc. has done satisfactory work with SEH previously. If the council agrees, it is recommended that you make the award to this contractor.

Sincerely,

Kelsey Waltz
Project Engineer
(Lic. MN, SD)

kw

p:\uz\lw\wortc\165047\6-bid-const\bid award\to city\2022.05.24 award rec ltr.docx



Building a Better World
for All of Us®

May 17, 2022

RE: Olson Park Pedestrian Bridge
Replacement
Construction Administration
SEH No. WORTC 166532 14.00

Steve Robinson
City of Worthington
PO Box 279
Worthington, MN 56187

Dear Mr. Robinson:

Short Elliott Hendrickson Inc. (SEH®) is pleased to provide the City of Worthington this proposal for professional services for the Olson Park Pedestrian Bridge project. It is our understanding that the Professional Services will include providing Construction Administration services for the project.

You have requested that SEH provide this proposal for Construction Administration for the above-mentioned project.

Background

The City of Worthington is proposing to construct a new pedestrian bridge connecting the Sunset Park boat launch parking lot to the Olson Park Campground. The proposed bridge will be an 8-foot wide, 130-foot-long steel truss structure. The connecting trail is designed to be 10-foot wide with concrete surfacing. You have requested that SEH provide this proposal for construction administration and observation for the construction of these improvements. Construction staking will be provided by Meyer Land Surveying. Geotechnical testing will be performed by an independent firm and contracted directly with the City of Worthington. SEH will prepare a scope of services for the city to utilize in selecting a geotechnical testing firm.

Scope of Work

Construction Administration

SEH will provide Construction Administration/Observation on the project. SEH will coordinate construction staking needs with the Meyer Land Surveying staff and coordinate the geotechnical testing with the geotechnical consultant hired by the city. Construction administration services will include:

- Part-time, on-site construction observation. This includes SEH having a Resident Project Representative (RPR) on site during critical work items including; removals, grading, bridge construction, paving, turf restoration, and for a final inspection. We are proposing to be onsite 40 days (4hrs on site + 2hrs travel per day), 40 out of a total estimated 45 contractor working days.
- Pre-construction and post-construction videotaping and photographing.
- Administering a pre-construction meeting and producing meeting minutes.
- Record keeping during construction activities.
- Processing and administering applications for payment to the Contractor.
- Review of shop drawing submittals.

Engineers | Architects | Planners | Scientists

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

605.330.7000 | 877.214.4370 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Steve Robinson
May 17, 2022
Page 2

- Completing all documentation including completion of construction checklists, punchlists, biweekly progress reports, etc.
- Conducting progress meetings and recording minutes at a frequency determined at the preconstruction meeting.
- Completing a final walkthrough, generating punch list items, issuing final acceptance letter stating project warranty periods.
- Development of record drawings and project report upon the completion of the project.

The scope of services for construction staking will include:

- Finding and checking control points.
- Prepare and stake the horizontal & vertical alignment points/stationing for removals, abutments, grading, and paving.

Proposed Schedule

It is anticipated that construction for Phase 1, pedestrian bridge construction, will begin in August-October 2022 and the Contractor shall substantially complete work by June 9, 2023, and reach final completion by June 30, 2023. Phase 2, removal of existing pedestrian bridge structure, will be completed once the remainder of the concrete trail is completed as part of the Sunset Park Boat Launch Parking Lot project. This includes everything in bidding documents. The project team will be available to start work as soon as construction begins.

Project Team

Al Murra will serve as the Project Manager for the project, Kelsey Waltz will serve as the Project Engineer, Nathan Klopp will serve as the lead structural engineer, and Mike Czech will serve as the on-site RPR during construction activities.

Compensation

SEH proposes to be compensated for the scope of work outlined in the Agreement on an hourly basis. Compensation will be based on the hourly cost of personnel plus reimbursable expenses. SEH will provide the Scope of Work, as outlined above, for fee not to exceed **\$43,751.00** including reimbursable expenses. Additional services required beyond the tasks and estimated hours as described can be negotiated and/or provided as extra work on an hourly basis. The City of Worthington will be invoiced for actual labor and reimbursable expenses incurred by SEH to complete the work. The person/hour task budget for the anticipated work is attached.

We appreciate the opportunity to continue working with the City of Worthington. We look forward to working with you and your staff on this project. If you have any questions, please do not hesitate to contact me at 605.330.7015 or amurra@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



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

p:\uz\w\worci\166532\1-gen\10-setup-cont\03-proposal\olson park ped bridge ca_proposal.docx



Olson Park Pedestrian Bridge Construction Administration						
Deliverables: photos, processing applications for payments, progress reports, project report and record drawings.						
Task	Project Manager	Project Engineer	Lead Tech	Sr. Resident Project Rep	Sr. Structural Engineer	Admin Assistant
A. Construction Administration						
Project Setup/Pre-Construction Meeting	2	4		4		1
Project Management	4	4				2
Construction Observation (m-f, 40 WD's @ 6hrs/day; 4 hrs on site + 2 hrs/day travel)				240		
Shop Drawing Submittal Review / RFI's		1			8	
Final Inspection		4		4		
Record Drawings		1	4			
Project Closeout		4		6		1
Total hours	294	6	18	4	254	8
Staff	Al Murra	Kelsey Waltz	Kristi Pederson	Mike Czech	Nathan Klopp	Julie Brinkman
Project labor cost \$40,211.00						
Survey (Meyer Land Surveying) \$2,000.00 (Control set up, staking, mileage, and equipment fees)						
Expenses & Equipment Charges						
RPR Mileage (125 mi/day x 40 days x \$0.58/mi)	\$2,900.00					
RPR Per Diem (40 days @ \$16/day)	\$640.00					
Sub-Total Expenses & Equipment	\$3,540.00					
Total Project Cost	\$45,751.00					

FEE STRUCTURE

Cory and Erin's Recommendation

Drop-In Rates:

6 and under: Free

7-12 years old: \$2

All Other Individuals 13 and Older: \$5

Field Rental Fee:

½ : \$60 per hour

Batting Cage Rental:

\$10 per 30 minutes

Meeting Room Rental:

\$15 per Hour

Mezzanine Rental

\$30 per Hour

Age Policy:

12 years and younger must be accompanied by a parent/guardian/supervisor.

ENGINEERING MEMO

DATE: May 19, 2022
TO: MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

AGENDA CASE ITEM

1. **AWARD THE CONTRACT FOR THE 2022 STREET RECONSTRUCTION AND OVERLAY PROJECT**

One bid was received on May 13, 2022 for the five street reconstruction projects and the bituminous overlay work. An abstract of the bid is being provided to Council separate from the agenda. The abstract (identifying the unit prices) is considered not public information until the contract is awarded or the project is dropped.

Duininck, Inc.	\$1,551,080.75
----------------	----------------

The bid was above the engineer's estimate by \$276,112.82. Although the bid was above the engineer's estimate it, it is reflective of the increased bid prices due to the current economic situation. There is no indication that bid prices will be any lower if rebid this year.

Of the six schedules included in this bid, the first five schedules are for street reconstruction which have costs assessed back to the property owners. The amount bid over the engineer's estimate was \$202,858.52 for the reconstruction projects. The percent overrun was fairly consistent on each of the five schedules between 15.8% to 23.4% with an average of 18.8%.

The funding budgeted for the overlay projects, \$400,000 which included engineering costs, should cover the higher bid costs of schedule six the overlay projects.

Staff recommends that Council award the bid to the only bidder, Duininck, Inc. of Prinsburg, MN.

If the bid is rejected, it would be best to try to rebid this work to be completed next year. Rebidding later this year would allow for the current assessment hearings to still be valid.

2. **AGREEMENT FOR PROFESSIONAL SERVICES FOR RECONSTRUCTION OF EIGHTH AVENUE FROM NINTH STREET TO THE WESTERLY TERMINI, ALONG WITH UTILITY IMPROVEMENTS**

The contract for the reconstruction of Eighth Avenue was awarded on May 9, 2022. The need for consulting engineering services is planned as part of the project due to the complex nature of the project and the current work load scheduled this construction season.

Worthington currently has a Master Agreement for Professional Services dated September 14, 2020. Task Order Number 15 is proposed at a cost not to exceed \$172,000, 13.6% of the project cost.

Exhibit 1 is Task Order Number 15 with Bolton and Menk, Inc. to provide Administrative Services for the Eighth Avenue Reconstruction and Utility in the amount not to exceed \$172,000.

Staff recommends approval of Task Order Number 15.

**CITY OF WORTHINGTON AND BOLTON & MENK, INC.
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES**

TASK ORDER NO: 15

CLIENT: City of Worthington

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS TASK ORDER: May 18, 2022

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: September 14, 2020

Whereas, CLIENT and CONSULTANT entered into a Master Agreement for Professional Services (“Master Agreement”) as dated above; and CONSULTANT agrees to perform and complete the following Services for CLIENT in accordance with this Task Order and the terms and conditions of the Master Agreement. CLIENT and CONSULTANT agree as follows:

1.0 Scope of Services:

CONSULTANT shall perform the Services listed below or in the attached Scope. All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein.

CLIENT desires to have Consultant assist with construction related tasks for the 8th Avenue Reconstruction project. From our discussions we understand that you desire to have us complete all project staking, assist with contract administration, with fulltime RPR services. Our anticipated tasks include following:

- *Construction Surveying and Administration*
 - Assist the City in scheduling a preconstruction meeting along with attendance to help answer any questions the Contractor has prior to commencing construction.
 - Respond to contractor’s questions regarding interpretation of and clarification of contract documents.
 - Assist the City in issuing field orders and work directive changes.
 - Assist the City in reviewing any change order proposal requests.
 - Assist the City in reconciling contractor’s partial and final pay quantities.
 - Review shop drawings.
 - Preparation of Item Record Accounts (IRAs), partial pay estimates, final punch list and record drawings.
 - Coordination of testing services and documentation of the work progress.
 - Construction Staking
 - Hosting and updating a project website.
 - Creating and distributing informational newsletters to residents.
- *Resident Project Representative (RPR)*
 - Fulltime onsite services during the contractors working hours to monitor activities.

2.0 Fees:

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows or as described in the attached scope. Since the amount of time required, for RPR services is variable depending on the contractor's schedule and effort this task order will be completed on an hourly basis. Total cost of services provided by CONSULTANT for this Task Order is estimated at \$172,000 and shall not exceed that number without prior approval of CLIENT. This fee amount includes approximately 1,250-hours over a 14-week construction period.

3.0 Schedule:

Schedule for performance of Services will be based on actual construction timeline with an anticipated final completion date of October 15, 2022.

4.0 Deliverables

Deliverables will be as follows or as set forth in the attached Scope. Preconstruction meeting agenda and subsequent minutes, change orders, pay requests and other construction documentation as necessary.

5.0 Term

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

6.0 Other Matters

None.

7.0 Project Managers

Project managers and contact information for the CLIENT and CONSULTANT for this Task Order, if different than the Master Agreement, are as follows:

CLIENT:
Name: Steve Schnieder
Address: 303 Ninth Street
City, State, Zip: Worthington, MN 56187
Office Phone: 507-372-8600
Email: sschnieder@ci.worthington.mn.us

BOLTON & MENK, INC.
Name: Travis Winter, P.E.
Office Address 1501 South State Street, Ste 100
City, State, Zip: Fairmont, MN 56031
Office Phone: 507-238-4738
Email: travis.winter@bolton-menk.com

CLIENT:

BOLTON & MENK, INC.

By: _____

BY: Travis L. Winter

Printed Name: _____

Printed Name: Travis Winter, P.E.

Title: _____

Title: Principal Engineer

By: _____

BY: Wesley W. Brown

Print Name: _____

Printed Name: Wes Brown, P.E.

Title: _____

Title: Sr. Principal Engineer

ATTACHMENTS TO THIS TASK ORDER:

Exhibit I-1 Resident Project Representative Responsibilities.

EXHIBIT I-1**RESIDENT PROJECT REPRESENTATIVE**

The CONSULTANT will furnish a Resident Project Representative (RPR), assistants and other field staff to assist CONSULTANT in observing performance of the Work of the CONTRACTOR.

Through more extensive on-site observations of the Work in progress and field checks of materials and equipment by the RPR and assistants, CONSULTANT assists the CLIENT in monitoring the progress and quality of the work; but, it is agreed that the furnishing of such services will not make CONSULTANT responsible for or give CONSULTANT control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for CONTRACTOR'S failure to perform the Work in accordance with the Contract Documents.

The duties and responsibilities of the RPR are limited to those of CONSULTANT in the construction Contract Documents, and are further limited and described as follows:

A. GENERAL

RPR is CONSULTANT'S agent at the site, will act as directed by and under the supervision of CONSULTANT, and will confer with CONSULTANT regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with CONSULTANT and CONTRACTOR keeping CLIENT advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of CONTRACTOR. RPR shall generally communicate with CLIENT with the knowledge of and under the direction of CONSULTANT.

B. DUTIES AND RESPONSIBILITIES OF RPR

1. Schedules: Review the progress schedule, prepare a schedule of Shop Drawing submittals and review the schedule of values prepared by CONTRACTOR and consult with CONSULTANT concerning acceptability.
2. Conferences and Meetings: Attend meetings with CONTRACTOR, such as preconstruction conferences, progress meetings, job conferences and other project related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - a. Serve as CONSULTANT'S liaison with CONTRACTOR, working principally through CONTRACTOR'S superintendent and assist in understanding the intent of the Contract Documents; and assist CONSULTANT in serving as CLIENT'S liaison with CONTRACTOR when CONTRACTOR'S operations affect CLIENT'S on-site operations.

- b. Assist in obtaining from CLIENT additional details or information, when required for proper execution of the Work.
- 4. Shop Drawings and Samples:
 - a. Record date of receipt of Shop Drawings and samples.
 - b. Receive samples which are furnished at the site by CONTRACTOR, and notify CONSULTANT of availability of samples for examination.
 - c. Advise CONSULTANT and CONTRACTOR of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by CONSULTANT.
- 5. Review of Work, Rejection of Defective Work, Inspections and Tests:
 - a. Conduct on-site observations of the Work in progress to assist CONSULTANT in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - b. Report to CONSULTANT whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise CONSULTANT of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
 - c. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that CONTRACTOR maintains adequate records thereof; and observe, record and report to CONSULTANT appropriate details relative to the test procedures and startups.
 - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to CONSULTANT.
- 6. Interpretation of Contract Documents: Report to CONSULTANT when clarifications and interpretations of the Contract Documents are needed and transmit to CONTRACTOR clarifications and interpretations as issued by CONSULTANT.
- 7. Modifications: Consider and evaluate CONTRACTOR'S suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to CONSULTANT. Transmit to CONTRACTOR decisions as issued by CONSULTANT.

8. Records:

- a. Maintain orderly files for correspondence, reports or job conferences, Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, CONSULTANT'S clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
- b. Keep a diary or log book, recording CONTRACTOR hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures.
- c. Record names, addresses and telephone numbers of all CONTRACTORS, subcontractors and major suppliers of materials and equipment.

9. Reports:

- a. Furnish CONSULTANT periodic reports as required of progress of the Work and of CONTRACTOR'S compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
- b. Consult with CONSULTANT in advance of scheduled major tests, inspections or start of important phases of the Work.
- c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from CONTRACTOR and recommend to CONSULTANT Change Orders, Work Directive Changes, and Field Orders.
- d. Report immediately to CONSULTANT and CLIENT upon the occurrence of any accident.

10. Payment Requests: Review applications for payment with CONTRACTOR for compliance with the established procedure for their submission and forward with recommendations to CONSULTANT, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.

11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by CONTRACTOR are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to CONSULTANT for review and forwarding to CLIENT prior to final payment for the Work.

12. Completion:

- a. Conduct final inspection in the company of CONSULTANT, CLIENT, and CONTRACTOR and prepare a final list of items to be completed or corrected.
- b. Observe that all items on final list have been completed or corrected and make recommendations to CONSULTANT concerning acceptance.
- c. Assist in preparation of Record Drawings and provide copies of documentation requested by CLIENT for occupation of the Project.

C. LIMITATIONS OF AUTHORITY

It is agreed that Resident Project Representative's responsibility and obligations do not include the following actions nor shall RPR be directed to or be empowered to:

- 1. Authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by CONSULTANT.
- 2. Exceed limitations of CONSULTANT'S authority as set forth in the Contract Documents.
- 3. Undertake any of the responsibilities of CONTRACTOR, subcontractor or CONTRACTOR'S superintendent.
- 4. Advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
- 5. Advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
- 6. Accept Shop Drawing or sample submittals from anyone other than CONTRACTOR.
- 7. Authorize CLIENT to occupy the Project in whole or in part.
- 8. Participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by CONSULTANT.

COMMUNITY DEVELOPMENT MEMO**DATE: May 19, 2022****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****1. PUBLIC HEARING ON PROPOSED RENTAL ORDINANCE**

The City of Worthington is considering a text amendment to City Code Chapter 150 Section 10 which establishes minimum standards for rental units, inspections of rental units, and enforcement mechanisms to ensure compliance with this chapter. The proposed amendment would make some changes to the rate of inspections (partly dependent on whether the unit receives a good regularly-scheduled inspection), provide for administrative fines, and make some clean-up changes to the existing code.

Following the passage of this ordinance, the intent would be to later bring forth a resolution for consideration to establish fines and fees for this chapter.

Staff recommends approval of the proposed text amendment shown in Exhibit 1. A text amendment requires a 4/5 vote of the Council to pass. Staff would also note that this ordinance has gone through legal review.

Council action is requested.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND WORTHINGTON CITY CODE TITLE XV, CHAPTER
150: BUILDING REGULATIONS TO ESTABLISH CHANGES TO RENTAL
PROPERTY STANDARDS, INSPECTIONS, AND ENFORCEMENT.**

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

*New text is indicated by **redline** and text being deleted is struck out:*

Section I

The Worthington City Code, Title XV, Section 150.10 shall be amended to read as the following:

RENTAL HOUSING CODE

§ 150.10 RENTAL HOUSING MAINTENANCE AND OCCUPANCY.

(A) *Legislative finding.* It is hereby found that there exist and may in the future exist, within the city, residential rental premises, rooming units or parts thereof, and renter-occupied mobile homes which, by reason of their structure, equipment, sanitation, maintenance, use or occupancy, affect or are likely to affect adversely the public health, including the physical, mental and social well-being of persons and families, safety and general welfare. To correct and prevent the existence of such adverse conditions, to achieve and maintain such levels of residential environmental quality as will protect and promote public health, safety and general welfare, preserve property values and prevent blight, it is further found that the establishment and enforcement of minimum housing standards are required.

(B) *Purpose.* It is hereby declared that the purpose of this section is to protect, preserve and promote the physical and mental health and social well-being of the people, to prevent and control the incidence of communicable diseases, to reduce environmental hazards to health, to regulate privately and publicly-owned rental units for the purpose of maintaining adequate sanitation and public health, and to protect the safety of the people and to promote the general welfare by legislation which shall be applicable to all rental housing units, as defined herein, now in existence or hereafter constructed. It is hereby further declared that the purpose of this section is to ensure that the quality of rental housing units is adequate for protection of public health, safety and general welfare, including: establishment of minimum standards for basic equipment and facilities, for light, ventilation, the thermal conditions, for safety from fire and accidents, for the use and location and amount of space for human occupancy, and for an adequate level of maintenance; determination of the responsibilities of owners, operators and occupants of dwellings; and provision for the administration and enforcement thereof.

(C) *Scope.* The provisions of this section shall apply uniformly to the construction, maintenance, use and occupancy of all rental residential units and structures and to all ~~owner or~~ renter-occupied mobile homes, and shall apply uniformly to the alteration, repair, equipment, use, occupancy and maintenance of all rental residential units and structures, inclusive of rental units in mixed-use structures, and to all renter-occupied mobile homes within the jurisdiction of the city, irrespective of when or under what code or codes such buildings or structures were originally constructed or rehabilitate. However, the provisions of this section shall not apply to any ~~Independent School District 518~~, county, state, or federally licensed facilities/units.

(D) *Schedule of fees and fines.* The City Council shall adopt a schedule of fees and administrative fines to defray the cost of inspection, enforcement, and administration of the provisions of this section.

(~~D~~E) *Definitions.* The following definitions shall apply in the interpretation and enforcement of this section. Whenever the words "dwelling," "dwelling unit," "rooming units," "premises," or "structure" are used in this section, said words shall be construed as though followed by the words "or any part thereof." Words used in the singular include the plural, and the plural the singular; the masculine gender includes the feminine and the feminine the masculine.

ACCESSORY STRUCTURE. Any subordinate structure detached from but located on the same lot, as the term "lot" is defined in § 155.010, as the primary structure, the use of which is incidental and accessory to that of the primary structure.

APPROPRIATE AUTHORITY. ~~The Director of the Department of Community/Economic Development, or successor department or agency, or the Director's designee.~~ Any City employee or contract employee charged by the City Administrator with enactment of this section.

ATTIC. Any story situated wholly or partly within the roof, and so designated, arranged or built as to be used for business, storage or habitation.

DORMITORY. A building or a group of rooms in a building used for institutional living and sleeping purposes by four or more persons.

DWELLING. Any building which is wholly or partly used or intended to be used for living or sleeping by human occupants, provided that temporary housing, as defined in this division (D), shall not be regarded as a dwelling.

DWELLING UNIT. Any room or group of rooms located within a dwelling and forming a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and eating.

HABITABLE ROOM. A room occupied by one or more persons used or intended for living, cooking, eating or sleeping purposes, but does not include bathrooms, closets, water closet compartments, laundries, serving and storage pantries, corridors, cellars and spaces that are not used frequently or during extended periods.

HABITABLE SPACE. The square feet of floor space in a dwelling unit multiplied by the number of stories, excluding the basement unless the basement is specifically designed for occupancy with egress facilities.

HEATING DEVICE. All furnaces, unit heaters, domestic incinerators, cooking and heating stoves and ranges, domestic water heaters and other similar devices.

KITCHEN. Any room used for the storage of foods, preparation of foods and containing the following equipment: sink and/or other device for dishwashing, stove or other device for cooking, refrigerator or other device for cool storage of food, cabinets and/or shelves for storage of equipment and utensils, and counter or table for food preparation.

KITCHENETTE. A small kitchen or an alcove containing cooking facilities.

MULTIPLE DWELLING. Any dwelling containing more than two dwelling units.

PERMISSIBLE OCCUPANCY. The maximum number of individuals permitted to reside in a dwelling, dwelling unit, rooming unit or dormitory.

PREMISES. A tract of land including its building(s).

PRIVACY. The existence of conditions which will permit an individual or individuals to carry out an activity commenced without interruption or interference, either by sight or sound, by unwanted individuals.

RENTAL UNIT. Any dwelling, dwelling unit, rooming house or rooming unit which is leased by the owner or the owner's licensee to another party and any renter-occupied mobile home.

ROOMING HOUSE. Any dwelling other than a hotel or motel or that part of any dwelling, containing one or more rooming units, and/or one or more dormitory rooms and in which persons either individually or as families are housed with or without meals being provided.

ROOMING UNIT. Any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking purposes.

SMOKE OR FIRE DETECTION DEVICE. A device which gives an alarm when it detects smoke or other emissions from a fire and meets the requirements of any standards established by laws, rules or regulations established by or adopted by the State of Minnesota.

SPACE HEATER. A self-contained heating appliance of either the convection type or the radiant type and intended primarily to heat only a limited space or area such as one room or two adjoining rooms.

STRUCTURE. A building constructed with the intent that the primary use be residential.

SUPPLIED. Paid for, furnished by, provided by or under the control of the owner, operator or agent.

TEMPORARY HOUSING. Any tent, trailer, mobile home or any other structure used for human shelter which is designed to be transportable and which is not permanently attached to the ground, to another structure, or to any utility system on the same premises for more than 30 consecutive days.

~~(E)~~**F** *Conflict of ordinances; effect of partial invalidity.*

(1) In any case where a provision of this section is found to be in conflict with a provision of any zoning, building, fire safety or health ordinance or code of this city existing on the effective date of this section, or of any state or federal statute, rule or regulation, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail. In any case where a provision of this section is found to be in conflict with a provision of any other ordinance or code of this city existing on the effective date of this section which establishes a lower standard for the promotion and protection of the health and safety of the people, the provisions of this section shall be deemed to prevail, and such other ordinances or codes are hereby declared to be repealed to the extent that they may be found in conflict with this section.

(2) If any division, paragraph, sentence, clause, or phrase of this section should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this section, which shall remain in full force and effect; and to this end, the provisions of this section are hereby declared to be severable.

~~—(F)—~~ ~~[Reserved for future legislation.]~~

~~—(G)—~~ ~~[Reserved for future legislation.]~~

~~—(H)—~~ ~~[Reserved for future legislation.]~~

~~—(I)—~~ ~~[Reserved for future legislation.]~~

~~—(J)—~~ ~~[Reserved for future legislation.]~~

~~(K)~~**G** *Responsibilities of owners and occupants.*

(1) No owner or other person shall occupy a dwelling or dwelling unit or let to another person any rental unit unless it and the premises are clean, sanitary, fit for human occupancy, and comply with all applicable legal requirements of the state and the city.

(2) Every owner of a rental unit containing two or more dwelling units shall maintain in a clean and sanitary condition the shared or public area of the rental unit and premises thereof.

(3) Every occupant of a rental unit shall maintain in a clean and sanitary condition that part or those parts of the rental unit and premises thereof that the occupant occupies and controls.

(4) Every occupant of a rental unit shall store and dispose of all the occupant's rubbish in a clean, sanitary and safe manner.

(5) Every occupant of a rental unit shall store and dispose of all the occupant's garbage, refuse and any other organic waste which might provide food for insects and/or rodents in accordance with the provisions of Chapter 52.

(6) The owner shall ensure that the city's municipal waste contractor provides solid waste containers to meet the needs of the occupants of the dwelling.

(7) Every owner of rental units containing three or more dwelling units shall supply facilities or refuse containers for the sanitary and safe storage and/or disposal of rubbish and garbage. In the case of single- or two-family dwellings, it ~~shall~~ **may** be the responsibility of each occupant to furnish such facilities or refuse containers **however, the owner shall retain the obligation to ensure the occupant fulfills the requirement of such items.**

(8) The owner of a rental unit shall be responsible for providing and hanging all screens, storm windows, and storm doors whenever the same are required under the provisions of this section or any rule or regulation adopted pursuant thereto. ~~except where there is a written agreement between the owner and occupant which requires that the occupant provide such items. In the absence of such an agreement, maintenance or replacement of screens, storm doors and windows, once installed in any one season, becomes the responsibility of the occupant but the owner shall retain the obligation to ensure the occupant fulfills the requirement for such items. The occupant's responsibility shall be exclusive to his or her dwelling unit. Regardless of any agreement, written or oral, the owner has with the occupant, the final responsibility remains with the owner.~~

(9) Every occupant of a dwelling containing a single dwelling unit shall be responsible for the extermination of insects, vermin, and rats on the premises; and every occupant of a dwelling unit in a dwelling containing more than one dwelling unit shall be responsible for such extermination whenever his or her dwelling unit is the only one infested. If the occupant does not accept such responsibility and fails to comply, the owner shall either cause compliance by the occupant or accept responsibility for the extermination of insects, vermin, and rats on the premises. Regardless of any agreement, written or oral, the owner has with the occupant, the final responsibility remains with the owner. Termite control shall always be the responsibility of the owner. Notwithstanding the foregoing provisions of this division (K)(9), whenever infestation is caused by failure of the owner to maintain a dwelling in a rat-proof or reasonably insect-proof condition, extermination shall be the responsibility of the owner. Whenever infestation exists in two or more of the dwelling units in any dwelling or in the shared or public parts of any dwelling containing two or more dwelling units, extermination thereof shall be the responsibility of the owner.

(10) No occupant of a dwelling or dwelling unit shall accumulate rubbish, boxes, lumber, scrap metal or any other materials in such a manner that may provide a rat harborage in or about any dwelling or dwelling unit or on the premises on which the dwelling or dwelling unit is located.

(11) No owner of a dwelling containing three or more dwelling units shall accumulate or permit the accumulation of rubbish, boxes, lumber, scrap metal or any

other materials in such a manner that may provide a rat, insect or vermin harborage in or about the shared or public areas of a dwelling or its premises.

(12) No owner or occupant of a dwelling or dwelling unit shall store, place or allow to accumulate any materials which may serve as food for rats or vermin in a site accessible to rats or vermin or food for insects in a site accessible to insects.

(13) Every occupant of a dwelling unit shall keep all supplied fixtures and facilities therein in a clean, sanitary and operable condition and shall be responsible for the exercise of reasonable care in the proper use and operation thereof. The owner shall ensure that the occupant fulfills this responsibility.

(14) In every dwelling unit and/or rooming unit when the control of the supplied heat is the responsibility of a person other than the occupant, a temperature of at least 68°F shall be maintained in all habitable rooms, bathroom and water closet compartments.

(15) Every owner of a dwelling or dwelling unit shall provide and maintain the dwelling or dwelling unit free from hazards to health due to the presence of toxic substances as determined by the appropriate authority. Every occupant of a dwelling or dwelling unit shall maintain the dwelling or dwelling unit free from hazards to health due to the presence of toxic substances as determined by the appropriate authority.

(16) No owner or occupant shall apply a lead-based paint to any surface in any dwelling, dwelling unit, rooming house and/or rooming unit.

~~(LH)~~ *Minimum standards for basic equipment and facilities.* No person shall occupy or let to another person for occupancy any rental unit, for the purpose of living, sleeping, cooking or eating therein, which does not comply with the following requirements:

(1) Every dwelling unit shall have a room or portion of a room in which food may be prepared and/or cooked, which shall have adequate circulation area and which shall be equipped with the following:

(a) A kitchen sink in good working condition and properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated running water under pressure and which is connected to a sewer system approved by the appropriate authority.

(b) Cabinets and/or shelves for the storage of eating, drinking, and cooking equipment and utensils and of food that does not, under ordinary summer conditions, require refrigeration for safe-keeping; and a counter or table for food preparation. Said cabinets and/or shelves and counter or table shall be of sound construction furnished with surfaces that are easily cleanable and that will not impart any toxic or harmful effect to food.

(c) An ~~appliance~~ stove/oven, **or similar appliance**, in working order and with all controls, designed for cooking food, **shall be provided by the owner. Microwaves shall not be considered a suitable appliance to satisfy this section.** ~~and a~~ A refrigerator or similar device, for the safe storage of food at temperatures less than 45°F but more than 32°F under ordinary maximum summer conditions, which are properly installed with all

necessary connections for safe, sanitary and efficient operation **must also be provided**.; ~~provided that such devices need not be installed when a dwelling unit is not occupied and when the occupant is expected to provide same on occupancy, and that s~~Sufficient space and adequate connections for the safe and efficient installation and operation of such devices **are must be** provided.

(2) Within every dwelling and dwelling unit there shall be a non-habitable room which affords privacy to a person within said room and which is equipped with a flush water closet in good working condition. Said flush water closet shall be equipped with easily cleanable surfaces, be properly connected to a water system that at all times provides an adequate amount of running water under pressure to cause the water closet to be operated properly and shall be properly connected to a sewer system which is approved by the appropriate authority.

(3) Within every dwelling and dwelling unit there shall be a lavatory sink. Said lavatory sink may be in the same room as the flush water closet or, if located in another room, the lavatory sink shall be located in close proximity to the door leading directly into the room in which said water closet is located. The lavatory sink shall be in good working condition and properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated running water under pressure, and which is properly connected to a sewer system approved by the appropriate authority. Water inlets for lavatory sinks shall be located above the overflow rim of these facilities.

(4) Within every dwelling and dwelling unit there shall be a room which affords privacy to a person within said room and which is equipped with a bathtub or shower in good working condition. Said bathtub or shower may be in the same room as the flush water closet or in another room and shall be properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated water under pressure, and which is connected to a sewer system approved by the appropriate authority. Water inlets for bathtubs shall be located above the overflow rim of these facilities.

(5) Every dwelling and dwelling unit shall have at least two means of egress (two doors or one door and one egress window) leading to safe and open space at ground level. Every dwelling unit in a multiple dwelling shall have immediate access to two or more approved means of egress leading to safe and open space at ground level, or as required by the laws of Minnesota. Bedrooms located below the fourth floor shall be provided with an exterior door or window of such dimensions as will permit the door or window to be used as a means of emergency egress. All parts of a means of egress shall be maintained in good operating condition.

(6) Structurally sound handrails shall be provided on any steps containing four risers or more. Porches, patios, and/or balconies located more than 30 inches higher than the adjacent area shall have structurally sound protective guard or handrails.

(7) Access to or egress from each dwelling unit shall be provided without passing through any other dwelling unit.

(8) No person shall let to another for occupancy any dwelling or dwelling unit unless all exterior doors leading directly into the dwelling or dwelling unit are equipped with functioning locking devices.

~~(M)~~ *Minimum standards for light and ventilation.*

(1) No person shall let to another for occupancy any rental unit, for the purpose of living therein, which does not comply with the requirements of this section:

(a) Every habitable room shall have at least one window or skylight facing outdoors, provided that if connected to a room or area used seasonally (e.g. porch) adequate daylight must be possible through this interconnection.

(b) Every habitable room shall have at least one window or skylight facing directly outdoors which can be opened easily or such other device as will ventilate the room adequately, provided that if connected to a room or area used seasonally then adequate ventilation must be possible through this interconnection.

(2) When facilities for interior climate control (heating, cooling, and/or humidity) are integral functions of structures containing dwelling units or rooming units, such facilities shall be maintained and operated in a continuous manner and in accordance with the designed capacity of the installed equipment.

(3) Every dwelling and dwelling unit shall be connected to a public electric utility and all public and common areas shall be supplied with electric service, outlets and fixtures which shall be properly installed, shall be maintained in good and safe working condition and shall be connected to a source of electric power in a manner prescribed by the ordinances, rules and regulations of the city and state. The minimum capacity of such services and the minimum number of outlets and fixtures shall be as follows:

(a) Every dwelling unit shall be supplied with at least one 60-ampere service and such service shall not be shared with another dwelling unit, unless such service is accessible to all occupants of the structure.

(b) Every habitable room shall contain at least two separate wall-type duplex electric convenience outlets or one such duplex convenience outlet and one permanently installed wall or ceiling type electric light fixture. No duplex outlet shall serve more than two fixtures or appliances.

(c) Temporary wiring or extension cords shall not be used as permanent wiring.

(d) All electric lights and outlets in bathrooms shall be controlled by switches which are of such design as shall minimize the danger of electric shock, and such lights and outlets shall be installed and maintained in such condition as to minimize the danger of electrical shock.

(e) Provided the dwelling or dwelling unit is not unsafe, a dwelling or dwelling unit which does not meet the minimum requirements as set forth in this section on the date this section is adopted shall be allowed to continue in noncompliance until the dwelling unit has to be repaired or remodeled.

(4) Every public hall and stairway in every multiple dwelling shall be adequately lighted by natural or artificial light at all times, so as to provide in all parts thereof at least ten footcandles of light at the tread of floor level. Every public hall and stairway in structures containing not more than two dwelling units may be supplied with conveniently located light switches controlling an adequate lighting system which may be turned on when needed instead of full-time lighting.

~~(N)~~ *Minimum thermal standards.* No person shall occupy or let to another for occupancy any rental unit, for the purpose of living therein, which does not comply with the following requirements:

(1) Every dwelling shall have heating equipment and appurtenances which are properly installed, are maintained in safe and good working condition, and are capable of safely and adequately heating all habitable rooms, bathrooms and water closet compartments in every dwelling unit located therein to a temperature of at least 68°F.

(2) No owner or occupant shall install, operate or use a heating device, including hot water heating units, which employs the combustion of carbonaceous fuel, which is not vented to the outside of the structure in an approved manner, and which is not supplied with sufficient air to continuously support the combustion of the fuel. All heating devices shall be constructed, installed and operated in such a manner as to minimize accidental burns.

~~(O)~~ *Safe and sanitary maintenance of parts of dwellings and dwelling units.* No person shall occupy or let to another for occupancy any rental unit, for the purpose of living therein, which does not comply with the following requirements:

(1) Every foundation, roof, floor, exterior and interior wall, ceiling, inside and outside stair, every porch, and every appurtenance thereto, shall be safe to use and capable of supporting the loads that normal use may cause to be placed thereon and shall be kept in sound condition and good repair. Every inside and outside stair or step shall have uniform risers and uniform treads and head room of at least six feet, eight inches as measured from the nose of the tread to the ceiling or other upper obstruction. An inside or outside stair which does not have uniform risers and uniform treads and head room as specified on the effective date of this section shall be allowed to continue to exist until such time as the stairs are repaired or replaced.

(2) Every foundation, roof and exterior wall, door, skylight and window shall be reasonably weather-tight, water-tight and damp-free and shall be kept in sound condition and good repair. Floors, interior walls and ceilings shall be sound and in good repair. All exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by a protective covering or treatment. Walls shall be capable of affording privacy for the occupants. Repairs may be required when conditions requiring the repair pose a threat to the health or safety of the occupants, or when the structural/physical integrity of the dwelling is adversely affected.

(3) Every premises shall be graded, drained, and maintained in a clean, sanitary and safe condition.

(4) Unless other provisions are made, existing gutters, leaders and downspouts shall be maintained in good working condition as to provide proper drainage of stormwater.

(5) Every window, exterior door and hatchway or similar device shall be so constructed to exclude insects during that portion of the year when there is a need for protection against mosquitoes, flies and other insects.

(6) Every dwelling, multiple dwelling, rooming house or accessory structure and the premises on which located shall be maintained in a rat-free and rat-proof condition.

(a) All windows located at or near ground level used or intended to be used for ventilation, all other openings located at or near ground level, and all exterior doorways which might provide an entry for rats shall be supplied with adequate screens or such other devices as will effectively prevent the entrance of rats into the structure.

(b) All sewers, pipes, drains or conduits and openings around such pipes and conduits shall be constructed to prevent the ingress or egress of rats to or from a building.

(c) Interior floors of basements, cellars and other areas in contact with the soil shall be rat- proofed in a manner which will effectively prevent entry of rats.

(d) Except for fire wood, no stacking or piling of material shall take place against the exterior walls of the structure.

(7) Accessory structures present or provided by the owner, agent or tenant occupant on the premises of a dwelling shall be structurally sound and be maintained in good repair and free of insects and rats, or such structures shall be removed from the premises. The exterior of such structures shall be made weather-resistant through the use of decay-resistant materials or preservatives. Repairs may be required when conditions requiring the repair adversely affect the physical/structural integrity of the accessory structure.

(8) Every plumbing fixture and all water and waste pipes shall be properly installed and maintained in good sanitary working condition and shall be free of leaks.

(9) Every water closet compartment, bathroom and kitchen subfloor surface shall be constructed and maintained, which is reasonably impervious to water and which will permit such floor to be easily kept in a clean and sanitary condition.

(10) No owner, operator, or occupant shall cause any service, facility, equipment or utility which is required under this section to be removed from or shut off from or discontinued for any occupied dwelling or dwelling unit let or occupied by such person except for such temporary interruption as may be necessary while actual repairs or alterations are in process or during temporary emergencies when discontinuance of service is approved by the appropriate authority.

(11) All construction and materials, ways and means of egress and installation and use of equipment shall conform with the appropriate statutes, ordinances and regulations dealing with fire protection of this city and the state.

~~(PL)~~ *Maximum density, minimum space, use and location requirements.* No person shall occupy or let to be occupied any rental unit, for the purpose of living therein, unless there is compliance with the requirements of this section:

(1) The maximum occupancy of any dwelling unit shall not exceed the following requirement: For the first occupant there shall be at least 150 square feet of floor space and there shall be at least 100 square feet of floor space for every additional occupant thereof; the floor space to be calculated on the basis of total habitable room area.

(2) The ceiling height of any habitable room shall be at least seven feet; except that in any habitable room under a sloping ceiling at least 1/2 of the floor area shall have a ceiling height of at least seven feet, and the floor area of that part of such a room where the ceiling height is less than five feet shall not be considered as part of the floor area in computing the total floor area of the room for the purpose of determining the maximum permissible occupancy. Minimum height requirements shall not be applicable to habitable rooms that are in existence at the time of adoption of this section.

(3) Every dwelling unit shall have closet/storage space for the personal effects of each permissible occupant.

~~(Q)~~~~(M)~~ *Rooming house, rooming units, dormitories, dormitory rooms.*

(1) No person shall operate a rooming house or dormitory, or shall occupy or let to another for occupancy any dormitory room and/or rooming unit in any rooming house or dormitory, which is not in compliance with the appropriate provisions of this section. No owner shall let to another person any rooming unit or dormitory room unless it is clean and sanitary, and complies with all applicable requirements of the city.

(2) No person shall operate a rooming house unless the person holds a valid rental registration license issued by the city in the name of the operator and for the specific dwelling or dwelling unit. The operator shall apply to the city upon compliance by the operator with the applicable provisions of this section and of any rules and regulations adopted pursuant thereto. The license shall be displayed in a conspicuous place within the rooming house at all times. No such license shall be transferable. Every person holding such a permit shall give notice in writing to the city within 24 hours after having sold, transferred, given away or otherwise disposed of ownership of, interest in or control of any rooming house. Such notice shall include the name and address of the person succeeding to the ownership or control of such rooming house. Every license shall expire at the end of one year following its date of issuance, unless sooner suspended or revoked as hereinafter provided.

(3) At least one flush water closet, lavatory basin and bathtub or shower, properly connected to a water and sewer system approved by the city and in good working condition, shall be supplied for each six persons or fraction thereof residing within a rooming house, including members of the operator's family wherever they share the use of the facilities, provided that:

(a) In a rooming house where rooms are let only to males, flush urinals may be substituted for not more than 1/2 the required number of water closets and provided that there shall be at least one water closet.

(b) All such facilities shall be so located within the dwelling as to be reasonably accessible to all persons sharing such facilities and from a common hall or passageway. Such facilities shall not be located more than one floor above or below the rooming unit or units served.

(c) Every lavatory basin and bathtub or shower stall be supplied with heated and unheated water under pressure at all times.

(4) The following provisions shall apply in all rooming houses and dormitories:

(a) Cooking in dormitory rooms and rooming units is prohibited.

(b) Access doors to rooming units, dormitory rooms, shall have operating locks to ensure privacy.

(5) Every rooming unit shall comply with all the requirements of this section pertaining to a habitable room. Every rooming unit occupied by one person shall contain at least 110 square feet of floor space and every rooming unit occupied by more than one person shall contain at least 90 square feet for each occupant thereof. Every rooming unit shall contain closet/storage space for each occupant.

(6) Every rooming unit shall have immediate access to two or more approved means of egress, appropriately marked, leading to safe and open space at ground level or as required by the appropriate statutes, ordinances, and regulations of this city and the state.

(7) Access to or egress from each rooming unit shall be provided without passing through any other rooming unit.

~~—(R) [Reserved for future legislation.]~~

~~—(S) [Reserved for future legislation.]~~

~~—(T) [Reserved for future legislation.]~~

~~—(U) [Reserved for future legislation.]~~

~~—(V) [Reserved for future legislation.]~~

~~(W)~~^N *Collection and dissemination of information.* The appropriate authority is hereby authorized to collect and disseminate information concerning techniques of maintenance, repair, and sanitation in housing, and concerning the requirements of this section and applicable rules and regulations issued pursuant thereto.

~~(X)~~^O ~~*Adoption of p*~~^P *Plans of inspection by the appropriate authority.*

(1) The appropriate authority is hereby authorized and directed to develop and adopt plans for the inspection of rental units subject to the provisions of this section, including:

~~(a) A plan for the periodic inspection of multiple dwellings and rooming houses subject to the provisions of division (Z) of this section which governs the licensing of the operation of such dwellings.~~

(b) A plan for the systematic inspection of rental housing units contained within this city **as follows:** ~~as may from time to time be designated by the appropriate authority.~~

1. Every three years:

A. All Rental units contained within this city shall be inspected a minimum of once every three (3) years.

2. Annually:

A. Rental units found to be in violation of the provisions of this section upon inspection, or units which complaints that are deemed to be valid, shall be inspected annually. If the unit receives a good inspection upon the next two regularly scheduled inspections, and has not been subject to any complaint-based inspections within that time period, the unit shall then be placed back on the three-year inspection cycle.

3. Exception for new construction:

Newly-constructed single and multiple family dwelling units shall not be subject to inspections for a period of five (5) years from the date a certificate of occupancy is issued by the authorized Building Official.

~~—(2) Before making inspections pursuant to a plan authorized in division (X)(1) above, the appropriate authority shall advise the public of the plan to inspect.~~

~~(Y)P~~ *Inspections; powers and duties of the appropriate authority.*

(1) The appropriate authority shall enforce the provisions of this section and is hereby authorized and directed to make inspections pursuant to one or more of the plans for inspection authorized by division (X)O; or in response to a complaint that an alleged violation of the provisions of this section or of applicable rules or regulations pursuant thereto may exist, or when the appropriate authority has valid reason to believe that a violation of this section or any rules and regulations pursuant thereto has been or is being committed. In the event of a tenant complaint, the appropriate authority shall attempt to contact the manager or owner to verify and clarify the complaint prior to acting on the complaint.

(2) The appropriate authority is hereby authorized to enter and inspect, between the hours of 8:00 a.m. and 5:00 p.m. **Monday through Friday**, all rental units subject to the provisions of this section for the purpose of determining whether there is compliance with its provisions.

(3) The appropriate authority is hereby authorized to inspect the premises surrounding dwellings, dwelling units, rooming houses, rooming units, dormitories and dormitory rooms subject to this section, for the purpose of determining whether there is compliance with its provisions.

(4) The appropriate authority and the owner, occupant or other person in charge of a rental unit subject to this section may agree to an inspection by appointment at a time other than the hours provided in division ~~(Y)P~~(2) of this section.

(5) The owner, occupant or other person in charge of a rental unit, upon presentation of proper identification by the appropriate authority of a copy of any relevant plan of inspection pursuant to which entry is sought, and a schedule of the specific areas and facilities to be inspected, shall give the appropriate authority entry and free access to every part of the rental unit or to the premises surrounding any rental unit.

(6) If any owner, occupant, or other person in charge of a rental unit subject to licensing under division (ZQ) fails or refuses to permit free access and entry to the structure or premises under his or her control or any part thereof with respect to which an inspection authorized by this section is sought to be made, the appropriate authority **may impose a fine pursuant to Section D of this chapter. If the owner, occupant, or other person in charge of a rental unit continues to refuse the appropriate authority entry to inspect, the appropriate authority shall impose a second fine pursuant to Section D and seek upon a showing that probable cause exists for the inspection, ask for issuance of an order directing compliance with the inspection requirements of this section with respect to such dwelling, dwelling unit, rooming unit, multiple dwelling or rooming house, petition and obtain such order from a court of competent jurisdiction. When required, the appropriate authority shall obtain the necessary order from the court to conduct the inspection. the necessary legal authority, from a court of competent jurisdiction, to conduct the inspection.**

(ZQ) Licensing of the operation of all residential rental units and structures inclusive of rental units in mixed-use structures and renter-occupied mobile homes.

(1) No person shall operate a rental unit unless he or she holds a current, valid operating license issued by the appropriate authority in the person's name for the specific named rental unit. Failure to comply with this requirement shall result in **a fine as set forth in Section D** ~~certain fees being charged to the owner as per the schedule set forth in the housing inspection plan developed by the appropriate authority~~ and may result in the filing of a criminal complaint.

(2) Every operating license shall be issued for a period of time in accordance with the plan for the systematic inspection of rental housing units to be developed by the appropriate authority pursuant to division (XO) of this section.

(3) The appropriate authority is hereby authorized upon application therefor to issue new operating licenses, and renewals thereof, in the names of applicant owners or operators of rental housing units. **All rental housing units must meet the applicable standards set forth in this section.** ~~No such licenses shall be issued unless the rental housing unit in connection with which the license is sought is found after inspection to meet all applicable requirements of this section and applicable rules and regulations pursuant thereto.~~

(4) No operating license shall be issued or renewed unless the applicant owner or operator has first made application therefor on an application form provided by the appropriate authority. The appropriate authority shall develop such forms and make them available to the public.

(5) No operating license shall be issued or renewed unless the applicant owner or operator agrees in his or her application to such inspections pursuant to divisions (XO)(1) and (YP)(1) as the appropriate authority may require to determine whether the rental housing unit in connection with which such license is sought is in compliance with the applicable provisions of this section and with applicable rules and regulations pursuant thereto.

In the event that a rental unit, which previously held a valid operating license, is found to not be in compliance with the applicable provisions of this sections, and the appropriate authority has exhausted all means of enforcement as set forth in this section, the appropriate authority shall not issue a renewal of the license and shall close the unit. Notice of unit closure shall be posted on the front door of the unit or in a conspicuous place on the premises.

(6) No operating license shall be issued or renewed unless the completed application form is accompanied by payment of a license fee pursuant to the schedule of fees included in the inspection plan developed by the appropriate authority.

(7) No operating license shall be issued or renewed for an nonresident applicant, unless such applicant resides within 75 miles of the City of Worthington or designates in writing to the appropriate authority the name of applicant's agent for the receipt of service of notice of violation of the provisions of this section and for service of process pursuant to this section. The applicant may designate any person residing within the 75 mile radius as required above. in Nobles County as his or her agent for this purpose. An applicant who does not reside in Nobles County is a nonresident applicant.

~~(8) No operating license shall be issued or renewed for a resident applicant unless such applicant has first designated an agent for the receipt of service of violations of the provisions of this section when said applicant is absent from this city for 30 or more days. Such a designation shall be made in writing and shall accompany each application form. The applicant may designate any person residing in Nobles County as his or her agent for this purpose.~~

(9) No operating license shall be renewed unless an application therefor has been made within 60 days prior to the expiration of the present operating license.

(10) No operating license for a rental unit shall be issued or renewed if the real estate taxes assessed against the rental unit are not current.

~~(11) Each license shall be displayed in a common area within the structure housing the rental housing units, provided the structure has a common area.~~

(12) Any license for a particular property shall be transferable to another person, provided that the person holding the operating license give notice in writing to the appropriate authority within 15 working days after having transferred or otherwise disposed of the legal control of the licensed rental housing unit. Such notice shall include the name and address of the person or persons succeeding to the ownership or control of such rental housing unit. Failure to provide proper notification of a transfer of property shall be cause for the property to be re-registered and the appropriate fee charged.

~~(AAR)~~ *Notice of violation.*

(1) Whenever the appropriate authority determines that any dwelling, dwelling unit, rental unit, rooming unit or the premises surrounding any of these fails to meet the requirements set forth in this section or in applicable rules and regulations issued pursuant thereto, the appropriate authority, in accordance with existing legislation, shall issue a notice setting forth the alleged failures and advising the owner, occupant, operator or agent that such failures must be corrected. This notice shall:

- (a) Be in writing;
- (b) Set forth the alleged violations of this section or of applicable rules and regulations issued pursuant thereto;
- (c) Describe the dwelling, dwelling unit, rental unit, or rooming unit where the violations are alleged to exist or to have been committed. Such written notice shall specify an appropriate or acceptable method of correction;
- (d) Specify a specific date for the correction of any violation alleged;
- (e) State that unless the violations cited are corrected by the date set, **a fine pursuant to section D shall be issued and** the operating license for the specific unit in violation may be suspended;
- (f) Be served upon the owner, agent of the owner, occupant, or operator, of the dwelling, dwelling unit, rental unit, or rooming unit personally or by registered mail, return receipt requested, addressed to the owner, occupant, operator or owner's agent. If one or more persons to whom such notice is addressed cannot be found after diligent effort to do so, service may be made upon such persons by posting the notice in or about the dwelling, dwelling unit or rooming unit described in the notice, or by causing such notice to be published in a newspaper of general circulation once each week for a period of three successive weeks; or
- (g) Be served upon a resident agent for the receipt of such services of notices designated pursuant to division ~~(ZQ)~~(7).

(2) At the end of the period of time allowed for the correction of any violation alleged, the appropriate authority shall reinspect the dwelling, dwelling unit, rental unit, or rooming unit described in the notice.

(3) If upon reinspection the violations are determined by the appropriate authority not to have been corrected, the appropriate authority shall **issue a fine pursuant to section D and schedule a reinspection within a date specified by the appropriate authority. A fee shall be charged pursuant to D for this second reinspection. If the violations are determined to not have been corrected the appropriate authority shall** initiate legal proceedings for the immediate correction of the alleged violations or shall order the dwelling, dwelling unit, rental unit, or rooming unit vacated within 30 days or both. In addition, the operating license of the owner shall be suspended.

~~(BBS)~~ *Repairs and other corrective action; designation of unfit units and/or structures; demolition.*

(1) Repairs and other corrective action.

(a) Whenever an owner, operator, or agent of a dwelling, dwelling unit, rental unit, rooming unit, dormitory or dormitory room fails, neglects or refuses to make such repairs or other corrective action called for by the order or notice of violation issued pursuant to division (AAR), the appropriate authority may undertake such repairs or action, when in the judgment of such authority a failure to make them will endanger the public health, safety or welfare, and the cost of such repairs and action will not exceed 50% of the fair market of the structure to be repaired.

(b) Notice of the intention to make such repairs or take other corrective action shall be served upon the owner, operator, or upon the designated agent for service pursuant to division (ZQ)(7); ~~or upon the resident agent of the owner, as designated agent for service pursuant to division (Z)(8).~~

(c) Every owner, operator, or agent of a dwelling, dwelling unit, rental unit, rooming unit, dormitory or dormitory room who has received notice of the intention of the approved authority to make repairs or take other corrective action shall give entry and free access to the agent of the appropriate authority for the purpose of making such repairs. Any owner, operator, or agent of a dwelling, dwelling unit, rental unit, rooming unit, dormitory or dormitory room who refuses, impedes, interferes with or hinders or obstructs entry by such agent pursuant to a notice of intention to make repairs or take other corrective action shall be subject to a civil penalty pursuant to the **section D** ~~schedule included in the systematic housing inspection plan adopted by the appropriate authority for each such failure to comply with this division.~~ In addition, the owner, operator or agent may be subject to criminal penalties for which provision is made in [§ 10.99](#).

(d) When repairs are made or other corrective action taken at the discretion of the appropriate authority, the cost of such repairs and corrective action shall constitute a debt in favor of the city against the owner of the repaired structure. In the event the owner fails, neglects or refuses to pay the city the amount of this debt, it shall be recoverable in a civil action against the owner or his or her successor, brought in a court of competent jurisdiction by the city which shall possess all rights of a private creditor.

(2) Designation of unfit dwellings, dwelling units, rooming houses, rooming units, dormitories and dormitory rooms.

(a) Any dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room shall be designated as unfit for human habitation when any of the following defects or conditions are found, and when, in the judgment of the appropriate authority, such defect creates a hazard to the health, safety or welfare of occupants or of the public:

1. Such dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room is damaged, decayed, dilapidated, unsanitary, unsafe, and/or vermin-infested and/or contains levels of hazardous material which could be harmful to health;

2. The dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room lacks illumination, ventilation and/or required sanitation facilities to the extent that it is violation of the provisions of this section.

(b) Whenever any dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room has been designated as unfit for human habitation, the appropriate authority shall placard the dwelling, dwelling unit, rental unit, rooming unit, dormitory or dormitory room, indicating that it is unfit for human habitation, and, if occupied, shall order such dwelling, dwelling unit, rental unit, or rooming unit vacated within a reasonable time.

(c) Whenever any dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room has been placarded and vacated, the appropriate authority shall order services and utilities to be turned off or disconnected and all utility meters to be removed.

(d) No dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room which has been designated as unfit for human habitation, has been placarded as such and vacated shall be used again for human habitation until written approval is secured from the appropriate authority and the placard removed by the appropriate authority.

(e) The appropriate authority shall rescind the designation as unfit for human habitation and remove the placard when the defect or condition upon which such designation and placarding was based has been removed or eliminated and the dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room is deemed by the appropriate authority as a safe, sanitary and fit place for human habitation.

(f) No person shall deface or remove the placard from any dwelling, dwelling unit, rental unit, rooming house, rooming unit, dormitory or dormitory room which has been designated as unfit for human habitation and has been placarded as such, except as provided in division ~~(BBS)~~(2)(b) above.

(g) Any person affected by any decision of the appropriate authority or by any designation or placarding of a dwelling, dwelling unit, rental unit, rooming unit, dormitory or dormitory room as unfit for human habitation shall be granted a hearing on the matter before the appropriate authority under the procedure set forth in division ~~(GGT)~~ of this section.

(3) Demolition of dwellings, dwelling units, rental unit, rooming houses, rooming units, dormitories or dormitory rooms designated as unfit for human habitation. Any demolition necessary as a result of a designation that the rental unit is unfit for human habitation must be done in accordance with the applicable Minnesota statutes, rules and regulations.

~~(GGT)~~ *Appeals.* There is hereby created a two-tiered appeals process. All appeals decisions and findings shall be made part of the public record:

(1) Step 1. Any person aggrieved by a notice of the appropriate authority issued in connection with any alleged violation of this section or of any applicable rule or regulation issued pursuant thereto, or by any order requiring repair or demolition, may apply to the appropriate authority for an administrative conference with the duly appointed representative of the appropriate authority for reconsideration of such notice or order, provided such application is made within ten days after the date the notice or order was issued. Upon conclusion of an administrative conference for reconsideration of notice or order, the appropriate authority shall prepare a summary of the conference and shall state the decision reached. Such summary and statement shall become part of the public record.

(2) Step 2. If the appeal is not settled in Step 1 of the process, any person aggrieved by a notice of the appropriate authority issued in connection with any alleged violation of this section, or of any applicable rule or regulation issued pursuant thereto, or by any order requiring repair or demolition, may appeal to the Legislative Hearing Officer for a reconsideration of such notice or order provided such application is made within ten days after the date of the decision reached in Step 1. The appeal shall then proceed as provided in Chapter 31.

~~(DDU)~~ *Emergencies.*

(1) Whenever, in the judgment of the appropriate authority, an emergency exists which requires immediate action to protect the public health, safety or welfare, an order may be issued, without a hearing or appeal, directing the owner, occupant, operator or agent to take such action as is appropriate to correct or abate the emergency. If circumstances warrant, the appropriate authority may act to correct or abate the emergency, **including removal of the tenants from the unit.**

(2) The owner, occupant, operator or agent shall be afforded the opportunity to appeal, as soon as practicable, any order issued as per this section by following the procedure detailed in division ~~(GGT)~~, above. Such appeal shall in no case stay the abatement or correction of such emergency.

~~(EEV)~~ *Penalty.* Any owner, occupant, operator, or agent of a dwelling, dwelling unit, or rooming unit who has received an order or notice of an alleged violation of this section shall be subject to a penalty established in accordance with the **division (D).** ~~schedule developed as part of the systematic inspection plan referred to in division (X).~~ Said penalty shall be enforced beginning on the day that the alleged violation continues after expiration of the specified reasonable consideration period.

~~(FFW)~~ *Criminal penalties.* Any owner, occupant, operator, or agent of a dwelling, dwelling unit, or rooming unit who rents a dwelling, dwelling unit, or rooming unit without registering the dwelling, dwelling unit, or rooming unit as a rental unit or without a license to lease the dwelling, dwelling unit, or rooming unit may be charged with a misdemeanor. See end of section.

~~(GGX)~~ *Violation a public nuisance.* If the violation constitutes a nuisance as such term is defined by Minnesota Statute or Chapter 92, the Enforcing Officer may seek to abate the nuisance in accordance with the provisions of Chapter 92.

(HHY) *Private cause of action.* Any person who has been damaged by a violation of any provision of this chapter shall have a private civil cause of action against the violator which may be brought in State District Court in the manner provided by law. Any action brought under this section shall be tried to the Court. The Court shall hear the evidence, and if the case is proven by a preponderance of the evidence, the Court shall issue an order for appropriate relief, which may include an award of monetary damages, injunctive relief or other remedies which the Court believes will effectuate the purpose of this chapter. If the Court finds that the person bringing the action prevails, the Court shall award the person his/her costs, disbursements and a reasonable attorney's fee for pursuing the action.

Section II

Passed and adopted by the City Council of the City of Worthington, Minnesota, this ____ day of_____, 2022

(SEAL)

Mike Kuhle, Mayor

Attest: _____
Mindy Eggers, City Clerk

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BOB'S PIANO SERVICE INC	5/13/22	TUNE STEINWAY	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>120.00</u>
				TOTAL:	120.00
C&S CHEMICALS INC	5/13/22	4568 GALLONS OF ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>6,303.84</u>
				TOTAL:	6,303.84
CODE BLUE K9, LLC	5/13/22	K-9 TRAINING PATROL SCHOOL	GENERAL FUND	POLICE ADMINISTRATION	<u>2,500.00</u>
				TOTAL:	2,500.00
CONTINENTAL SAFETY EQUIPMENT INC	5/13/22	CO SENSOR	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	<u>390.00</u>
				TOTAL:	390.00
COOPERATIVE ENERGY CO- ACCT # 5910807	5/13/22	FUEL	RECREATION	BALLFIELD MAINTENANCE	62.74
	5/13/22	FUEL	RECREATION	SOCCER COMPLEX	6.40
	5/13/22	OIL	STORM WATER MANAGE	STREET CLEANING	<u>254.60</u>
				TOTAL:	323.74
CULLIGAN OF WORTHINGTON	5/13/22	MAY RENTAL	GENERAL FUND	SECURITY CENTER	29.75
	5/13/22	MAY RENTAL	GENERAL FUND	SECURITY CENTER	<u>29.75</u>
				TOTAL:	59.50
DAKOTA SUPPLY GROUP INC	5/13/22	AVK HYDRANT REPAIR KIT	WATER	M-TRANS HYDRANTS	<u>272.16</u>
				TOTAL:	272.16
ENVIRONMENTAL TOXICITY CONTROL, INC	5/13/22	ACUTE TOXICITY EVALUATION	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>975.00</u>
				TOTAL:	975.00
FEDEX	5/13/22	EVIDENCE SHIPPING	GENERAL FUND	POLICE ADMINISTRATION	<u>16.77</u>
				TOTAL:	16.77
GALLS LLC	5/13/22	UNIFORM PANTS	GENERAL FUND	POLICE ADMINISTRATION	73.06
	5/13/22	UNIFORM NAME TAGS	GENERAL FUND	POLICE ADMINISTRATION	<u>85.45</u>
				TOTAL:	158.51
GRIMMIUS NATHAN	5/13/22	TUITION REIMBURSEMENT-METR	GENERAL FUND	POLICE ADMINISTRATION	<u>1,252.60</u>
				TOTAL:	1,252.60
HACH COMPANY	5/13/22	BOD PROBE PARTS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>204.96</u>
				TOTAL:	204.96
HY-VEE INC-61609 (UTILITIES)	5/13/22	ICE FOR LAB SAMPLES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	13.45
	5/13/22	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>23.25</u>
				TOTAL:	36.70
IUOE LOCAL 49 FRINGE BENEFIT FUND	5/13/22	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	598.49
	5/13/22	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	64.31
	5/13/22	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	576.27
	5/13/22	HEALTH INSURANCE DUE MAY	GENERAL FUND	NON-DEPARTMENTAL	201.76
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	574.46
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	528.75
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	FIRE ADMINISTRATION	4.21
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	FIRE ADMINISTRATION	8.02
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	2,088.93
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	764.55
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	845.50
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	57.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	164.85
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	119.10
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	TRASH PICKUP	2,038.54
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	LAKE IMPROVEMENT	113.79
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	LAKE IMPROVEMENT	564.47
	5/13/22	HEALTH PREMIUM 49ERS	GENERAL FUND	LAKE IMPROVEMENT	127.05
	5/13/22	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	248.07
	5/13/22	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	137.45
	5/13/22	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	372.15
	5/13/22	HEALTH INSURANCE DUE MAY	RECREATION	NON-DEPARTMENTAL	111.58
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	489.45
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	507.19
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	64.20
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	802.39
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	257.23
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,559.23
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	113.80
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	264.38
	5/13/22	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	13.61
	5/13/22	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	22.70
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OXFORD STREET RECON	42.87
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	84.17
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	NORTH ROSE (ELM GRAVEL	57.16
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CLARY-FREDRICK-MCMILLI	129.75
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CLARY-FREDRICK-MCMILLI	100.03
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	14TH ST-1ST TO 2ND AVE	285.81
	5/13/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	FIFTH AVE-10TH THRU 1	14.29
	5/13/22	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	503.66
	5/13/22	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	503.46
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	248.32
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	173.49
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	513.28
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	368.00
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	1,002.66
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	1,238.77
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR METERS	68.40
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	509.98
	5/13/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	338.83
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-SOURCE WELLS & SPRNG	457.16
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-SOURCE WELLS & SPRNG	153.14
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-PUMPING	153.32
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	230.53
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	54.09
	5/13/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	196.68
	5/13/22	HEALTH PREMIUM 49ERS	WATER	PROJECT #2	56.11
	5/13/22	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	56.11
	5/13/22	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	697.39
	5/13/22	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	685.07
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	244.38
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	236.53
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,166.74
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,170.72
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	593.37
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	599.23
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY MISC	6.76
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	803.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	699.26
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,137.28
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,176.09
	5/13/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	PROJECT #3	150.79
	5/13/22	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	15.08
	5/13/22	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	21.09
	5/13/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	49.71
	5/13/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	119.51
	5/13/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	PROJECT #4	35.73
	5/13/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	PROJECT #12	56.12
	5/13/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	PROJECT #12	114.33
	5/13/22	HEALTH INS PREMIUM 49ERS	AIRPORT	NON-DEPARTMENTAL	83.71
	5/13/22	HEALTH PREMIUM 49ERS	AIRPORT	O-GEN MISC	<u>474.30</u>
			TOTAL:		32,280.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	5/13/22	STREET SWEEPER	STORM WATER MANAGE	STREET CLEANING	26.99
	5/13/22	STREET SWEEPER	STORM WATER MANAGE	STREET CLEANING	5.07
	5/13/22	STREET SWEEPER REPLACE LAM	STORM WATER MANAGE	STREET CLEANING	<u>49.99</u>
			TOTAL:		82.05
LAW ENFORCEMENT LABOR SERVICES INC #27	5/13/22	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>316.66</u>
			TOTAL:		316.66
METERING & TECHNOLOGY SOLUTIONS	5/13/22	4" METER FOR NEW CEMSTONE	WATER	FA DISTR METERS	<u>2,962.18</u>
			TOTAL:		2,962.18
MINNESOTA CHILD SUPPORT PAYMENT CTR	5/13/22	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	101.21
	5/13/22	SUPPORT ORDER	RECREATION	NON-DEPARTMENTAL	2.93
	5/13/22	SUPPORT ORDER	AIRPORT	NON-DEPARTMENTAL	<u>19.07</u>
			TOTAL:		123.21
MINNESOTA ENERGY RESOURCES CORP	5/13/22	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	622.37
	5/13/22	GAS SERVICE	GENERAL FUND	FIRE ADMINISTRATION	944.61
	5/13/22	GAS SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	362.53
	5/13/22	GAS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,347.86
	5/13/22	GAS SERVICE	RECREATION	FIELD HOUSE	1,313.99
	5/13/22	GAS SERVICE	WATER	O-DISTR MISC	109.57
	5/13/22	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	109.57
	5/13/22	GAS SERVICE	ELECTRIC	O-DISTR MISC	219.15
	5/13/22	GAS SERVICE	LIQUOR	O-GEN MISC	<u>916.85</u>
			TOTAL:		5,946.50
MINNESOTA POLLUTION CONTROL AGENCY	5/13/22	MPCA VIRTUAL - BRAAKSMA	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	100.00
	5/13/22	MPCA VIRTUAL - PAVELKO	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	100.00
	5/13/22	MPCA VIRTUAL - DUTSMAN	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>100.00</u>
			TOTAL:		300.00
MISCELLANEOUS V AYE MUMU	5/13/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	95.98
MEEKS TYLER	5/13/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	46.86
UNITED COMMUNITY	5/13/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	54.93
ANDERSON WADE	5/13/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
BASSETT RITA	5/13/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
BARDUSON LEANN	5/13/22	LED REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	24.00
FRISCH DANIEL & AMBER	5/13/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
OLSON TYLER	5/13/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
SLONE SANDRA	5/13/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BUSTAD NANCY	5/13/22	GAS CLOTHES WASHER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
MEEKS TYLER	5/13/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.07
UNITED COMMUNITY	5/13/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>0.06</u>
				TOTAL:	1,746.90
MORRIS ELECTRONICS INC	5/13/22	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	47.50
	5/13/22	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	23.75
	5/13/22	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	35.63
	5/13/22	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	47.50
	5/13/22	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	23.75
	5/13/22	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	35.62
	5/13/22	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	95.00
	5/13/22	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	47.50
	5/13/22	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>71.25</u>
				TOTAL:	427.50
JODI MULDER	5/13/22	TRAVEL EXPENSES	GENERAL FUND	SECURITY CENTER	32.16
	5/13/22	TRAVEL EXPENSES	GENERAL FUND	SECURITY CENTER	<u>32.16</u>
				TOTAL:	64.32
NICOLE R KEMPEMA	5/13/22	CLEANING SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.73
	5/13/22	APRIL CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.73
	5/13/22	CLEANING SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	97.09
	5/13/22	CLEANING SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>145.64</u>
				TOTAL:	728.19
NOBLES COUNTY AUDITOR/TREASURER	5/13/22	31-1068-010	IMPROVEMENT CONST	CECILEE STREET EXTENSI	1,154.00
	5/13/22	31-1068-015	IMPROVEMENT CONST	CECILEE STREET EXTENSI	198.00
	5/13/22	31-1068-020	IMPROVEMENT CONST	CECILEE STREET EXTENSI	157.00
	5/13/22	31-1068-025	IMPROVEMENT CONST	CECILEE STREET EXTENSI	155.00
	5/13/22	31-1068-030	IMPROVEMENT CONST	CECILEE STREET EXTENSI	155.00
	5/13/22	31-1068-035	IMPROVEMENT CONST	CECILEE STREET EXTENSI	155.00
	5/13/22	31-1068-040	IMPROVEMENT CONST	CECILEE STREET EXTENSI	155.00
	5/13/22	31-1068-045	IMPROVEMENT CONST	CECILEE STREET EXTENSI	179.00
	5/13/22	31-1068-050	IMPROVEMENT CONST	CECILEE STREET EXTENSI	178.00
	5/13/22	31-1068-055	IMPROVEMENT CONST	CECILEE STREET EXTENSI	178.00
	5/13/22	31-1068-060	IMPROVEMENT CONST	CECILEE STREET EXTENSI	216.00
	5/13/22	31-1068-065	IMPROVEMENT CONST	CECILEE STREET EXTENSI	183.00
	5/13/22	31-1068-070	IMPROVEMENT CONST	CECILEE STREET EXTENSI	183.00
	5/13/22	31-1068-075	IMPROVEMENT CONST	CECILEE STREET EXTENSI	183.00
	5/13/22	31-1068-080	IMPROVEMENT CONST	CECILEE STREET EXTENSI	185.00
	5/13/22	31-1068-085	IMPROVEMENT CONST	CECILEE STREET EXTENSI	185.00
	5/13/22	31-1068-090	IMPROVEMENT CONST	CECILEE STREET EXTENSI	219.00
	5/13/22	31-1068-095	IMPROVEMENT CONST	CECILEE STREET EXTENSI	183.00
	5/13/22	31-1068-097	IMPROVEMENT CONST	CECILEE STREET EXTENSI	343.00
	5/13/22	31-1843-920	STORM WATER MANAGE	STORM DRAINAGE	<u>26.82</u>
				TOTAL:	4,517.18
ONE OFFICE SOLUTION-WOCITY	5/13/22	TOWELS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>71.04</u>
				TOTAL:	71.04
ONE OFFICE SOLUTION-WOUTIL	5/13/22	BATTERIES, PAPER CLIPS, MO WATER		ACCTS-RECORDS & COLLEC	12.36
	5/13/22	BATTERIES, PAPER CLIPS, MO MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	12.35
	5/13/22	BATTERIES, PAPER CLIPS, MO ELECTRIC		ACCTS-RECORDS & COLLEC	<u>24.71</u>
				TOTAL:	49.42

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RILEY MARK	5/13/22	TRAVEL EXPENSES	GENERAL FUND	POLICE ADMINISTRATION	339.02
	5/13/22	USPCA REGION 12 NARCOTICS	GENERAL FUND	POLICE ADMINISTRATION	60.00
	5/13/22	DOG SCHOOL REIMBURSEMENTS	GENERAL FUND	POLICE ADMINISTRATION	<u>352.18</u>
		TOTAL:			751.20
RONS REPAIR INC	5/13/22	REPAIRS ON FIRE #1	GENERAL FUND	FIRE ADMINISTRATION	<u>1,415.69</u>
		TOTAL:			1,415.69
SCHAAP SANITATION	5/13/22	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	116.17
	5/13/22	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	57.35
	5/13/22	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	356.13
	5/13/22	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	127.98
	5/13/22	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	163.98
	5/13/22	MONTHLY SERVICE	RECREATION	SOCCER COMPLEX	380.16
	5/13/22	MONTHLY SERVICE	RECREATION	PARK AREAS	356.13
	5/13/22	MONTHLY SERVICE	RECREATION	PARK AREAS	127.99
	5/13/22	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	74.98
	5/13/22	MONTHLY SERVICE	WATER	O-DISTR MISC	84.12
	5/13/22	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	80.18
	5/13/22	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>103.71</u>
		TOTAL:			2,028.88
VERIZON WIRELESS	5/13/22	CELL PHONES	GENERAL FUND	POLICE ADMINISTRATION	996.40
	5/13/22	LAPTOP/AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	664.43
	5/13/22	CELL PHONES	GENERAL FUND	SECURITY CENTER	62.23
	5/13/22	CELL PHONES	GENERAL FUND	SECURITY CENTER	62.24
	5/13/22	CELL PHONES	GENERAL FUND	ANIMAL CONTROL ENFORCE	41.49
	5/13/22	LAPTOP/AIR CARDS	GENERAL FUND	ANIMAL CONTROL ENFORCE	35.01
	5/13/22	CELL PHONES	GENERAL FUND	CODE ENFORCEMENT	41.49
	5/13/22	LAPTOP/AIR CARDS	GENERAL FUND	CODE ENFORCEMENT	<u>35.01</u>
		TOTAL:			1,938.30
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	5/13/22	FRANCHISE FEE PYMT - APRIL CABLE TELEVISION		CABLE	<u>3,526.23</u>
		TOTAL:			3,526.23
WYCOFF DANNY	5/13/22	MMBA CONFERENCE REIMBURSEM LIQUOR		O-GEN MISC	<u>290.91</u>
		TOTAL:			290.91

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
-----------------	------	-------------	------	------------	--------

===== FUND TOTALS =====

101	GENERAL FUND	20,673.15
202	MEMORIAL AUDITORIUM	2,360.03
229	RECREATION	7,266.05
401	IMPROVEMENT CONST	5,280.78
601	WATER	10,373.26
602	MUNICIPAL WASTEWATER	17,806.00
604	ELECTRIC	2,284.69
606	STORM WATER MANAGEMENT	721.40
609	LIQUOR	1,207.76
612	AIRPORT	680.79
872	CABLE TELEVISION	3,526.23

GRAND TOTAL:	72,180.14
--------------	-----------

TOTAL PAGES: 6

PACKET: 04402 PAYROLL 5/13/2022 - 9
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
D00173		DEFERRED COMP- MINNESOTA STATE D		5/18/2022			001741	8,710.36
E00088		EFTPS	D	5/18/2022			001742	57,323.78
M00309		MINNESOTA STATE RETIREMENT SYSTD		5/18/2022			001743	2,045.00
O00021		OPTUM HEALTH FINANCIAL	D	5/18/2022			001744	7,019.42
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		5/18/2022			001745	48,843.40
S00202		STATE OF MINNESOTA DEPT OF REVED		5/18/2022			001746	11,942.11

* * 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	135,884.07	135,884.07
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	135,884.07	135,884.07

PACKET: 04405 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
F00122	FIRST STATE BANK SOUTHWEST		R	5/19/2022			114064	15,312.23
M00115	MISSOURI RIVER ENERGY SERVICES		R	5/19/2022			114065	1,173,040.72
S00202	STATE OF MINNESOTA DEPT OF REVENUE		R	5/19/2022			114066	112,703.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	1,301,055.95	1,301,055.95
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
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
REGISTER TOTALS:	3	0.00	1,301,055.95	1,301,055.95

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A H HERMEL COMPANY	5/20/22	CUSTODIAL SUPPLIES	RECREATION	FIELD HOUSE	<u>508.02</u>
				TOTAL:	508.02
ACLARA TECHNOLOGIES LLC	5/20/22	AO IDEAS MAINT MAY 22-APR WATER		ACCTS-RECORDS & COLLEC	1,884.38
	5/20/22	AO IDEAS MAINT MAY 22-APR MUNICIPAL WASTEWAT		ACCT-RECORDS & COLLECT	1,884.37
	5/20/22	AO IDEAS MAINT MAY 22-APR ELECTRIC		ACCTS-METER READING	7,537.50
	5/20/22	AO IDEAS MAINT MAY 22-APR ELECTRIC		ACCTS-RECORDS & COLLEC	<u>3,768.75</u>
				TOTAL:	15,075.00
ADRIAN AUTO SERVICE LLC	5/20/22	ICR 2020002035 LOADING FEE GENERAL FUND		POLICE ADMINISTRATION	<u>135.00</u>
				TOTAL:	135.00
AMERICAN ENGINEERING TESTING INC	5/20/22	PROPOSED OUTDOOR AQUATIC C AQUATIC CENTER FAC		AQUATIC CENTER FACILIT	<u>2,442.15</u>
				TOTAL:	2,442.15
ARNOLD MOTOR SUPPLY LLP	5/20/22	BATTERY KABOTA MOWER	AIRPORT	O-GEN MISC	<u>129.80</u>
				TOTAL:	129.80
ARTISAN BEER COMPANY	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	118.80
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	<u>410.75</u>
				TOTAL:	529.55
ARTMOBILE	5/20/22	ARTMOBILE GRANT	RECREATION	10TH STREET PAVILION	6,771.00
	5/20/22	ARTMOBILE	RECREATION	10TH STREET PAVILION	<u>4,000.00</u>
				TOTAL:	10,771.00
ATLANTIC BOTTLING COMPANY	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	<u>304.00</u>
				TOTAL:	304.00
BELTLINE CONCRETE INC	5/20/22	BANDSHELL CHAUTAUQUA PARK	RECREATION	PARK AREAS	<u>10,800.00</u>
				TOTAL:	10,800.00
BENTS DEVEN	5/20/22	MMUA UNDERGROUND REIMBURSE ELECTRIC		O-DISTR MISC	<u>185.95</u>
				TOTAL:	185.95
BENTS TRUCKING	5/20/22	PEA ROCK	ELECTRIC	M-DISTR UNDERGRND LINE	<u>522.23</u>
				TOTAL:	522.23
CALVIN BERGER	5/20/22	SPRING CLEANUP	GENERAL FUND	TRASH PICKUP	<u>9,744.00</u>
				TOTAL:	9,744.00
BEVERAGE WHOLESALERS INC	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	12,635.65
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	10,090.78
	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	17.40
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	<u>8,842.01</u>
				TOTAL:	31,585.84
BILLION AUTOMOTIVE	5/20/22	UNIT 206 OIL CHANGE	WATER	M-TRANS MAINS	<u>57.11</u>
				TOTAL:	57.11
BOLTON & MENK INC	5/20/22	GIS SERVICES	GENERAL FUND	ENGINEERING ADMIN	2,250.00
	5/20/22	PARKING LOT IMPROVEMENTS	GENERAL FUND	OTHER GEN GOVT MISC	36,205.50
	5/20/22	WWTF FACILITY IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	23,851.75
	5/20/22	CHERRY POINT STORM	MUNICIPAL WASTEWAT	PROJECT #15	7,305.00
	5/20/22	SOUTH SHORE LIFT STATION	MUNICIPAL WASTEWAT	PROJECT #18	447.50
	5/20/22	IWWTF PLAN	INDUSTRIAL WASTEWA	O-PURIFY MISC	753.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/20/22	AIRPORT MASTER PLAN & LAYO	AIRPORT	PROJECT #4	<u>41,500.00</u>
				TOTAL:	112,313.25
BORDER STATES ELECTRIC SUPPLY	5/20/22	TEST LEADS	ELECTRIC	O-DISTR MISC	44.16
	5/20/22	FISHTAPE	ELECTRIC	O-DISTR MISC	183.17
	5/20/22	BATTERIES	ELECTRIC	CUSTOMER INSTALL EXPEN	6.20
	5/20/22	PVC ELBOWS	ELECTRIC	FA DISTR UNDRGRND COND	698.35
	5/20/22	METER SEALS	ELECTRIC	FA DISTR METERS	<u>1,620.32</u>
				TOTAL:	2,552.20
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	992.00
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,587.42
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	144.00
	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	55.80
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,945.91
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	248.10-
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,705.75-
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	22.20
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	144.76
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	5/20/22	MIX	LIQUOR	O-SOURCE MISC	1.85
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	92.96
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.85-
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>27.75-</u>
				TOTAL:	14,005.30
BTU INC	5/20/22	FILTERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>667.70</u>
				TOTAL:	667.70
BUFFALO RIDGE CONCRETE INC	5/20/22	CONCRETE FOR LIGHT POLES	ELECTRIC	FA DISTR ST LITE & SIG	776.25
	5/20/22	CONCRETE FOR LIGHT POLES	ELECTRIC	FA DISTR ST LITE & SIG	<u>460.63</u>
				TOTAL:	1,236.88
CAPITAL ONE	5/20/22	PENS	WATER	O-DISTR MISC	22.54
	5/20/22	USB	ELECTRIC	O-DISTR SUPER & ENG	<u>39.07</u>
				TOTAL:	61.61
CARLOS CREEK WINERY INC	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	<u>1,057.50</u>
				TOTAL:	1,057.50
CENTER SPORTS INC	5/20/22	ENGRAVING	GENERAL FUND	MAYOR AND COUNCIL	13.80
	5/20/22	STREAMLINER 3 WHEEL	RECREATION	BALLFIELD MAINTENANCE	<u>651.00</u>
				TOTAL:	664.80
COMMISSIONER OF TRANSPORTATION	5/20/22	HANGER LOAN REPAYMENT DUE	AIRPORT	NON-DEPARTMENTAL	<u>920.00</u>
				TOTAL:	920.00
COOPERATIVE ENERGY CO- ACCT # 5910807	5/20/22	HYDRAULIC OIL TOROS	RECREATION	PARK AREAS	<u>31.83</u>
				TOTAL:	31.83
CUSTOM GRAPHICS	5/20/22	IT UNIFORM	GENERAL FUND	SECURITY CENTER	25.00
	5/20/22	IT UNIFORM	GENERAL FUND	SECURITY CENTER	<u>25.00</u>
				TOTAL:	50.00
DACOTAH PAPER CO	5/20/22	BAGS, CAN LINER, SOAP	LIQUOR	O-GEN MISC	<u>398.38</u>
				TOTAL:	398.38

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DAKOTA DATA SHRED	5/20/22	PAPER SHREDDING SERVICE	GENERAL FUND	SECURITY CENTER	124.65
	5/20/22	PAPER SHREDDING SERVICE	GENERAL FUND	SECURITY CENTER	<u>124.65</u>
		TOTAL:			249.30
DIAMOND VOGEL, INC	5/20/22	TRAFFIC PAINT	GENERAL FUND	SIGNS AND SIGNALS	<u>9,543.25</u>
		TOTAL:			9,543.25
DK BUILDINGS, LLC	5/20/22	OVERCHARGED BUILDING PERMI	GENERAL FUND	NON-DEPARTMENTAL	<u>1,485.05</u>
		TOTAL:			1,485.05
DOLL DISTRIBUTING LLC	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	15,158.42
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	7,085.77
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	56.80
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	16,627.62
	5/20/22	BEER	LIQUOR	NON-DEPARTMENTAL	<u>1,985.25</u>
		TOTAL:			40,913.86
DUBOIS CHEMICALS INC	5/20/22	SODA ASH DENSE BULK	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>8,853.13</u>
		TOTAL:			8,853.13
E-Z WASH	5/20/22	APRIL CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	<u>92.00</u>
		TOTAL:			92.00
EARL F ANDERSEN INC- DIVISION OF SAFET	5/20/22	NO PARKING SIGN	GENERAL FUND	SIGNS AND SIGNALS	386.45
	5/20/22	KLEEN BREAK SURFACE MOUNT	GENERAL FUND	SIGNS AND SIGNALS	<u>522.85</u>
		TOTAL:			909.30
ECHO GROUP INC	5/20/22	PHI 377200-0 MED BASE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	42.05
	5/20/22	DOOR HOLDER MAGNETIC	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	103.25
	5/20/22	PVC ELBOW -STREET LIGHT SY	ELECTRIC	FA DISTR ST LITE & SIG	47.90
	5/20/22	STREET LIGHT GROUND WIRE	ELECTRIC	FA DISTR ST LITE & SIG	383.07
	5/20/22	TERMINAL BUILDING LIGHT BU	AIRPORT	O-GEN MISC	117.66
	5/20/22	TERMINAL LIGHT BULBS	AIRPORT	O-GEN MISC	<u>63.93</u>
		TOTAL:			757.86
ELECTRIC MOTOR CO	5/20/22	DIGESTER HEAT EXCH BLOWER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	125.00
	5/20/22	DIGESTER HEAT EXCH BLOWER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>275.00</u>
		TOTAL:			400.00
ELIFEGUARD, INC	5/20/22	FIRST RESPONDER BAG/LIFE T	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>1,399.57</u>
		TOTAL:			1,399.57
FASTENAL COMPANY	5/20/22	GLOVES & SAFETY VESTS	GENERAL FUND	TRASH PICKUP	226.76
	5/20/22	MARKING PAINT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.22
	5/20/22	MARKING PAINT	STORM WATER MANAGE	STORM DRAINAGE	<u>41.22</u>
		TOTAL:			309.20
FERGUSON ENTERPRISES LLC #1657	5/20/22	BUS FIELD	RECREATION	SOCCER COMPLEX	<u>13.13</u>
		TOTAL:			13.13
FIFE WATER SERVICES INC	5/20/22	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>17,801.53</u>
		TOTAL:			17,801.53
FLAHERTY & HOOD PA	5/20/22	LABOR/EMPLOYMENT CONSULTAT	GENERAL FUND	CITY ATTORNEY	<u>140.00</u>
		TOTAL:			140.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FLEXIBLE PIPE TOOL CO	5/20/22	JET NOZZLE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>654.80</u>
				TOTAL:	654.80
FORUM COMMUNICATIONS COMPANY	5/20/22	CRAILSHEIM HOST FAMILIES	GENERAL FUND	MAYOR AND COUNCIL	1,308.80
	5/20/22	ASSESSMENT NOTICE	GENERAL FUND	CLERK'S OFFICE	49.46
	5/20/22	NOTICE PROPOSED ORDINANCE	GENERAL FUND	CLERK'S OFFICE	83.48
	5/20/22	EDA PUBLIC HEARING	GENERAL FUND	CLERK'S OFFICE	72.65
	5/20/22	ACCOUNTANT AD	GENERAL FUND	PERSONNEL & RECRUITMEN	585.75
	5/20/22	CAD/GIS ADS	GENERAL FUND	PERSONNEL & RECRUITMEN	1,052.69
	5/20/22	EDA PUBLIC HEARING	GENERAL FUND	ECONOMIC DEVELOPMENT	52.57
	5/20/22	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	170.03
	5/20/22	PLANNING COMMISSION	GENERAL FUND	ECONOMIC DEVELOPMENT	259.69
	5/20/22	NOBLES HOME INITIATIVE	GENERAL FUND	ECONOMIC DEVELOPMENT	91.20
	5/20/22	SPRING CLEAN UP	GENERAL FUND	TRASH PICKUP	2,636.87
	5/20/22	CAL ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	108.00
	5/20/22	OXFORD STREET REC AD FOR B	IMPROVEMENT CONST	OXFORD STREET RECON	946.03
	5/20/22	TAP TRAIL	IMPROVEMENT CONST	TAP TRAILS	834.75
	5/20/22	OLSON PARK IMPROVEMENTS	IMPROVEMENT CONST	OVERLAY PROGRAM	658.55
	5/20/22	EIGHT AVENUE AD FOR BIDS	IMPROVEMENT CONST	8TH AV-9TH TO DEAD END	269.51
	5/20/22	APRIL ADS	LIQUOR	O-GEN MISC	<u>1,466.00</u>
				TOTAL:	10,646.03
FRONTIER COMMUNICATION SERVICES	5/20/22	PHONE SERVICE	WATER	O-PUMPING	35.91
	5/20/22	PHONE SERVICE	WATER	O-PURIFY MISC	48.09
	5/20/22	PHONE SERVICE	WATER	O-PURIFY MISC	29.00
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.09
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.19
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.09
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.09
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	29.00
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	37.78
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.09
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	48.09
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	46.36
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	30.14
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	46.59
	5/20/22	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	30.14
	5/20/22	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	52.87
	5/20/22	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	92.29
	5/20/22	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>17.26</u>
				TOTAL:	777.07
GALLS LLC	5/20/22	SERVICE BADGES	GENERAL FUND	FIRE ADMINISTRATION	<u>608.19</u>
				TOTAL:	608.19
GRAHAM TIRE OF WORTHINGTON INC	5/20/22	SQUAD 20-24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	25.99
	5/20/22	SQUAD 20-24 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>19.95</u>
				TOTAL:	45.94
GRAYBAR ELECTRIC CO INC	5/20/22	FIBER OPTIC BOXES	ELECTRIC	FA DISTR UNDRGRND COND	<u>634.11</u>
				TOTAL:	634.11
HACH COMPANY	5/20/22	LAB CHEMICALS	WATER	O-PURIFY MISC	541.07
	5/20/22	LAB CHEMICALS	WATER	O-PURIFY MISC	<u>638.22</u>
				TOTAL:	1,179.29

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HY-VEE INC-61705	5/20/22	FORKLIFT GAS	LIQUOR	O-GEN MISC	41.97
				TOTAL:	41.97
HYDRO-KLEAN LLC	5/20/22	21 SANITARY SEWER CIPP LIN MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	7,242.41
	5/20/22	21 SANITARY SEWER CIPP LIN MUNICIPAL WASTEWAT		PROJECT #4	3,793.90
				TOTAL:	11,036.31
INFRARED SERVICES	5/20/22	INFARED INSPECTION & ANALY ELECTRIC		CUSTOMER INSTALL EXPEN	3,618.15
				TOTAL:	3,618.15
INTEGRITY AVIATION INC	5/20/22	FBO MANAGEMENT FEE	AIRPORT	O-GEN MISC	2,312.00
				TOTAL:	2,312.00
J & H SCREEN PRINTING	5/20/22	SISTER CITY PARTNERSHIP SH GENERAL FUND		MAYOR AND COUNCIL	1,614.75
				TOTAL:	1,614.75
JANITOR'S CLOSET	5/20/22	SOAP DISPENSERS RESTROOM	RECREATION	PARK AREAS	177.15
				TOTAL:	177.15
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	5/20/22	FILLER NECK HOUSING/GASHOS	RECREATION	PARK AREAS	120.69
	5/20/22	FUEL CAP	RECREATION	PARK AREAS	24.49
				TOTAL:	145.18
JOHNSON BROTHERS LIQUOR CO	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10,044.75
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	59.20
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,720.11
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,481.10
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	2,672.95
	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	177.85
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	3.80
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	176.05
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	64.58
	5/20/22	FREIGH	LIQUOR	O-SOURCE MISC	102.55
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	104.50
				TOTAL:	21,503.84
JOHNSTON AUTOSTORES	5/20/22	SQUAD 18-30 BATTERY	GENERAL FUND	POLICE ADMINISTRATION	119.96
				TOTAL:	119.96
LAMPERTS LUMBER	5/20/22	4X4X8 GROUND CONTACT TREAT	GENERAL FUND	ICE AND SNOW REMOVAL	126.05
	5/20/22	MAILBOXES	GENERAL FUND	ICE AND SNOW REMOVAL	23.53
	5/20/22	DOCK RAILING	GENERAL FUND	LAKE IMPROVEMENT	17.60
	5/20/22	FOUNTAIN	RECREATION	PARK AREAS	6.79
				TOTAL:	173.97
LARSON CRANE SERVICE INC	5/20/22	EHLERS PARK BLDG REMOVAL	RECREATION	PARK AREAS	4,498.00
				TOTAL:	4,498.00
LIGHT AND SIREN	5/20/22	UPGRADE LED LIGHTS	GENERAL FUND	PAVED STREETS	416.00
				TOTAL:	416.00
LOCATORS & SUPPLIES INC	5/20/22	1 CASE MARKING PAINT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.70
	5/20/22	1 CASE MARKING PAINT	STORM WATER MANAGE	STORM DRAINAGE	33.70
				TOTAL:	67.40

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LOWE'S SHEET METAL INC	5/20/22	MRES CHECK 119982 LESNAR	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120055 LIVING WA	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120108 J. HENDE	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120108 T. HENDE	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120108 OLESKE	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120108 CANNON	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
	5/20/22	MRES CHECK 120162	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>500.00</u>
				TOTAL:	1,100.00
MARK'S AUTO REPAIR OF WORTHINGTON INC	5/20/22	SQUAD 08-26 FUEL PUMP	GENERAL FUND	POLICE ADMINISTRATION	481.83
	5/20/22	SQUAD 08-26 FUEL PUMP	GENERAL FUND	POLICE ADMINISTRATION	241.00
	5/20/22	SQUAD 18-39 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	53.48
	5/20/22	SQUAD 18-39 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>15.50</u>
				TOTAL:	791.81
MEIER ELECTRIC INC OF MARSHALL	5/20/22	TROUBLE SHOOT DIGESTER HEA	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>108.00</u>
				TOTAL:	108.00
MIDWEST ALARM COMPANY INC	5/20/22	FIELD HOUSE SECURITY	RECREATION	FIELD HOUSE	<u>7,000.00</u>
				TOTAL:	7,000.00
MIDWESTERN MECHANICAL INC	5/20/22	INSTALL NEW CHECK VALVES I	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>1,785.00</u>
				TOTAL:	1,785.00
MINNESOTA ENERGY RESOURCES CORP	5/20/22	GAS SERVICE	WATER	O-PURIFY MISC	214.95
	5/20/22	GAS SERVICE	WATER	O-DISTR MISC	221.68
	5/20/22	GAS SERVICE	WATER	O-DISTR MISC	74.07
	5/20/22	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	74.07
	5/20/22	GAS SERVICE	ELECTRIC	O-DISTR MISC	221.68
	5/20/22	GAS SERVICE	ELECTRIC	O-DISTR MISC	<u>148.13</u>
				TOTAL:	954.58
MINNESOTA MUNICIPAL UTILITIES ASSOC	5/20/22	DRUG & ALCOHOL TESTING PRE	GENERAL FUND	PERSONNEL & RECRUITMEN	<u>37.50</u>
				TOTAL:	37.50
MISCELLANEOUS V AYE MU MU GONZALEZ EMELY MCCLAIN GAIL	5/20/22	PARKING REFUND - JUNE-FEB	GENERAL FUND	NON-DEPARTMENTAL	90.00
	5/20/22	GONZALEZ CENTENNIAL REFUND	RECREATION	NON-DEPARTMENTAL	75.00
	5/20/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	<u>100.73</u>
				TOTAL:	265.73
MORGAN CREEK VINEYARDS	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	<u>138.00</u>
				TOTAL:	138.00
MORRIS ELECTRONICS INC	5/20/22	SWITCH	GENERAL FUND	ENGINEERING ADMIN	59.95
	5/20/22	MICROSOFT OFFICE LICENSES	GENERAL FUND	ENGINEERING ADMIN	150.00
	5/20/22	MICROSOFT OFFICE LICENSES	GENERAL FUND	ECONOMIC DEVELOPMENT	50.00
	5/20/22	SERVER RACK CABINET	DATA PROCESSING	DATA PROCESSING	<u>814.67</u>
				TOTAL:	1,074.62
NOBLES COOPERATIVE ELECTRIC	5/20/22	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	7.83
	5/20/22	ELECTRIC SERVICE	GENERAL FUND	SECURITY CENTER	7.82
	5/20/22	ELECTRIC SERVICE	GENERAL FUND	SIGNS AND SIGNALS	20.33
	5/20/22	ELECTRIC SERVICE	GENERAL FUND	SIGNS AND SIGNALS	18.60
	5/20/22	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	517.58
	5/20/22	ELECTRIC BACKUP SERVICE	INDUSTRIAL WASTEWA	O-PURIFY MISC	100.00
	5/20/22	ELECTRIC SERVICE	AIRPORT	O-GEN MISC	37.76

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	709.92
NOBLES COUNTY	5/20/22	PJC MRES CHECK 120162	ELECTRIC	CUSTOMER INSTALL EXPEN	351.00
				TOTAL:	351.00
NOBLES COUNTY ATTORNEY	5/20/22	OWAR OJULU WPD DWI FORFEIT	GENERAL FUND	NON-DEPARTMENTAL	429.60
				TOTAL:	429.60
NOBLES COUNTY AUDITOR/TREASURER	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	62.50
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	2,434.50
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	487.67
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	12,071.44
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	21.56
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	842.00
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	2,677.57
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	1,775.07
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	615.35
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	14.93
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	6,010.10
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	5,942.30
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	238.41
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	1,124.76
	5/20/22	1ST QTR SECURITY BUILDING	GENERAL FUND	SECURITY CENTER	903.24
	5/20/22	LEASE PMT - UTILITIES JUNE WATER		O-DISTR RENTS	159.98
	5/20/22	LEASE PMT - UTILITIES JUNE WATER		ADMIN RENT	319.94
	5/20/22	LEASE PMT - UTILITIES JUNE MUNICIPAL WASTEWAT		O-PURIFY MISC	127.98
	5/20/22	LEASE PMT - UTILITIES JUNE MUNICIPAL WASTEWAT		ADMIN RENT	255.95
	5/20/22	LEASE PMT - UTILITIES JUNE ELECTRIC		O-DISTR RENTS	767.86
	5/20/22	LEASE PMT - UTILITIES JUNE ELECTRIC		ADMIN RENT	1,567.72
				TOTAL:	38,420.83
OFFICE OF MNIT SERVICES	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ADMINISTRATION	14.22
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	36.51
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ACCOUNTING	28.44
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	107.01
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	10.56
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	26.10
	5/20/22	APRIL PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	10.56
	5/20/22	MONTHLY DIRECTORY-APRIL	DATA PROCESSING	DATA PROCESSING	49.73
	5/20/22	APRIL PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	28.44
				TOTAL:	311.57
ONE OFFICE SOLUTION-WOCITY	5/20/22	CERT HOLDER	GENERAL FUND	CLERK'S OFFICE	16.87
				TOTAL:	16.87
ONE OFFICE SOLUTION-NCLAW	5/20/22	PENS, FOLDERS, HIGHLIGHTER	GENERAL FUND	SECURITY CENTER	92.05
	5/20/22	PENS, FOLDERS, HIGHLIGHTER	GENERAL FUND	SECURITY CENTER	92.05
				TOTAL:	184.10
ONE OFFICE SOLUTION-WOCITY	5/20/22	INK CARTRIDGE FOR PRINTER	RECREATION	FIELD HOUSE	25.55
	5/20/22	ENVELOPES - NON WINDOW	DATA PROCESSING	DATA PROCESSING	229.94
	5/20/22	PAPER	DATA PROCESSING	COPIER/FAX	998.20
				TOTAL:	1,253.69
ONE OFFICE SOLUTION-WOUTIL	5/20/22	PAPER ROLLS	WATER	ACCTS-RECORDS & COLLEC	2.82
	5/20/22	HANGING FOLDERS	WATER	ACCTS-RECORDS & COLLEC	19.11

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/20/22	PAPER ROLLS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	2.81
	5/20/22	HANGING FOLDERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	19.11
	5/20/22	PAPER ROLLS	ELECTRIC	ACCTS-RECORDS & COLLEC	5.63
	5/20/22	HANGING FOLDERS	ELECTRIC	ACCTS-RECORDS & COLLEC	38.23
				TOTAL:	87.71
OPG-3 INC	5/20/22	LASERFICHE LICENSE	DATA PROCESSING	DATA PROCESSING	1,038.04
				TOTAL:	1,038.04
OPTUM FINANCIAL INC	5/20/22	HSA MONTHLY ADMIN APRIL	GENERAL FUND	GENERAL GOVT BUILDINGS	123.75
				TOTAL:	123.75
PAUSTIS WINE COMPANY	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	3,135.60
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	43.75
				TOTAL:	3,179.35
PELLEGRINO FIRE EXTINGUISHER SALES	5/20/22	FIRE EXTINGUISHER CERT	GENERAL FUND	CENTER FOR ACTIVE LIVI	79.50
	5/20/22	FIRE EXTINGUISHER CERT	WATER	O-DISTR MISC	232.00
	5/20/22	ANNUAL FIRE EXTINGUISHER C	MUNICIPAL WASTEWAT	O-PURIFY MISC	257.00
				TOTAL:	568.50
PEPSI COLA BOTTLING CO OF PIPESTONE, M	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	70.00
				TOTAL:	70.00
PHILLIPS WINE & SPIRITS INC	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,465.64
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	440.00
	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	52.00
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,267.55
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,409.60
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	37.38
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	25.50
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	46.56
	5/20/22	FREIGHT	LIQUOR	O-GEN MISC	54.31
				TOTAL:	10,798.54
PRODUCTIVITY PLUS ACCOUNT	5/20/22	#407 O-RINGS	GENERAL FUND	PAVED STREETS	3.15
	5/20/22	KUBOTA BLOWER	RECREATION	PARK AREAS	654.10
	5/20/22	BOBCAT FILTERS, OIL	RECREATION	PARK AREAS	57.61
	5/20/22	BOBCAT FILTERS, OIL	RECREATION	PARK AREAS	179.30
	5/20/22	MOWER PARTS	RECREATION	PARK AREAS	38.28
	5/20/22	LAWN MOWER OIL FILTER	WATER	M-TRANS MAINS	10.47
	5/20/22	WHOLE EFFLUENT TOXICITY TE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	14.39
	5/20/22	WET TEST SHIPPING #2 SAMPL	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	14.93
	5/20/22	CHAIN FOR INFLUENT SCREEN/	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	28.00
	5/20/22	GASKET	ELECTRIC	O-DISTR SUPER & ENG	6.20
				TOTAL:	1,006.43
RADIO WORKS LLC	5/20/22	2Q OUTDOOR ADVANTAGE	LIQUOR	O-GEN MISC	500.00
	5/20/22	ALL IN SPORTS	LIQUOR	O-GEN MISC	150.00
				TOTAL:	650.00
ROUND LAKE VINEYARDS & WINERY LLC	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	684.00
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	801.00
				TOTAL:	1,485.00
RUNNINGS SUPPLY INC-ACCT#9502485	5/20/22	EXCHANGE BOOTS	GENERAL FUND	ENGINEERING ADMIN	5.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/20/22	HAMMERS	GENERAL FUND	PAVED STREETS	37.48
	5/20/22	SCREWS FOR LOCKERS	RECREATION	FIELD HOUSE	5.50
	5/20/22	LOCKERS	RECREATION	FIELD HOUSE	16.49
	5/20/22	WINCH CABLE - BALLFIELDS	RECREATION	BALLFIELD MAINTENANCE	39.99
	5/20/22	GALV PLUG	RECREATION	SOCCER COMPLEX	2.89
				TOTAL:	107.35
SCHWALBACH	5/20/22	REPLACE VALVE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,399.90
				TOTAL:	1,399.90
SCHWALBACH ACE HARDWARE-5930	5/20/22	MAILBOX	GENERAL FUND	ICE AND SNOW REMOVAL	69.99
	5/20/22	SCREWS FOR LOCKERS	RECREATION	FIELD HOUSE	21.28
	5/20/22	TOOLS	RECREATION	PARK AREAS	13.77
	5/20/22	BOLTS/ANCHORS BANDSHELL BE	RECREATION	PARK AREAS	113.97
	5/20/22	SPLASH PAD	RECREATION	PARK AREAS	9.99
	5/20/22	SPLASH PAD	RECREATION	PARK AREAS	4.74
	5/20/22	SPLASH PAD	RECREATION	PARK AREAS	3.16
	5/20/22	BEACH RESTROOM	RECREATION	PARK AREAS	7.59
				TOTAL:	244.49
SHINE BROS CORP OF MINN	5/20/22	REPLACE BOARDS ON DAM	GENERAL FUND	LAKE IMPROVEMENT	147.38
				TOTAL:	147.38
SHORT ELLIOTT HENDRICKSON INC	5/20/22	AUTO IMPOUND FACILITY CONC	GENERAL FUND	POLICE ADMINISTRATION	1,088.00
	5/20/22	WORTHINGTON FIELD HOUSE RE	RECREATION	FIELD HOUSE	1,086.00
	5/20/22	CHAUTAUQUA PARK IMPROVEMEN	RECREATION	PARK AREAS	2,681.00
	5/20/22	AQUATIC CENTER	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	4,958.20
				TOTAL:	9,813.20
SOUTHERN GLAZER'S WINE AND SPIRITS LL	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,211.97
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,693.04
	5/20/22	MIX	LIQUOR	NON-DEPARTMENTAL	93.40
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,051.23
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	180.00
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,586.04
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,093.75
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	42.00-
	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	89.90-
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	40.00-
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	126.00-
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	80.04
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	61.86
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	2.92
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	123.95
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	57.97
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	3.08-
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	166.50
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.85-
				TOTAL:	25,109.09
STREICHER'S INC	5/20/22	DISTRACTION DEVICE	GENERAL FUND	POLICE ADMINISTRATION	564.00
				TOTAL:	564.00
SUSSNER CONSTRUCTION, INC	5/20/22	DIAGONAL SHOP REMODEL PROJ WATER		FA MISC	7,586.00
	5/20/22	DIAGONAL SHOP REMODEL PROJ ELECTRIC		FA MISC	7,586.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	15,172.00
TACTICAL SOLUTIONS	5/20/22	RADAR UNIT CERTIFICATIONS	GENERAL FUND	POLICE ADMINISTRATION	482.00
				TOTAL:	482.00
THOMSON REUTERS - WEST	5/20/22	APRIL 2022 CHARGES	GENERAL FUND	POLICE ADMINISTRATION	261.32
				TOTAL:	261.32
TRI-STATE RENTAL CENTER	5/20/22	BIT	RECREATION	PARK AREAS	63.60
				TOTAL:	63.60
VAST BROADBAND	5/20/22	INTERNET SERVICE	GENERAL FUND	FIRE ADMINISTRATION	96.10
	5/20/22	CAL INTERNET	GENERAL FUND	CENTER FOR ACTIVE LIVI	142.97
				TOTAL:	239.07
VINOCOPIA INC	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	332.50
	5/20/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,096.00
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	24.00
				TOTAL:	1,452.50
MARGARET HURLBUT VOSBURGH	5/20/22	HATHA YOGA	GENERAL FUND	CENTER FOR ACTIVE LIVI	618.40
				TOTAL:	618.40
WATCHGUARD VIDEO	5/20/22	IN CAR CAMERA SYSTEM 21-35	GENERAL FUND	POLICE ADMINISTRATION	5,870.00
				TOTAL:	5,870.00
WATERVILLE FOODS & ICE INC.	5/20/22	ICE	RECREATION	OLSON PARK CAMPGROUND	176.85
				TOTAL:	176.85
WESCO RECEIVABLES CORP	5/20/22	WIRE FOR 2022 PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	12,320.00
	5/20/22	SUPPLIES FOR 2022 PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	1,150.47
				TOTAL:	13,470.47
WESTERN STATES ENVELOPE & LABEL CO	5/20/22	ENVELOPES	WATER	ACCTS-RECORDS & COLLEC	384.25
	5/20/22	ENVELOPES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	384.25
	5/20/22	ENVELOPES	ELECTRIC	ACCTS-RECORDS & COLLEC	768.50
				TOTAL:	1,537.00
WINFIELD SOLUTIONS LLC DBA WINFIELD UN	5/20/22	BUSS FIELD	RECREATION	SOCCER COMPLEX	2,910.22
				TOTAL:	2,910.22
WORTHINGTON ELECTRIC INC	5/20/22	MOTION SENSOR	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	709.02
				TOTAL:	709.02
WORTHINGTON FOOTWEAR & REPAIR	5/20/22	SAFETY BOOTS - SCOTT	RECREATION	PARK AREAS	184.00
				TOTAL:	184.00
WORTHINGTON HIGH SCHOOL	5/20/22	ALUMINUM SIGNS	GENERAL FUND	PUBLIC ARTS	110.50
				TOTAL:	110.50
WORTHINGTON HOTEL GROUP LLC	5/20/22	MINNESOTA ENERGY REIMBURSE	EVENT CENTER	EVENT CENTER	1,047.35
	5/20/22	VAST REIMBURSEMENT	EVENT CENTER	EVENT CENTER	113.50
	5/20/22	WPU REIMBURSEMENT	EVENT CENTER	EVENT CENTER	2,030.56
				TOTAL:	3,191.41
WRS CO LLC DBA WRS IMPORTS	5/20/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	400.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/20/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>10.00</u>
				TOTAL:	410.00
YMCA	5/20/22	2022 CONTRACT PAYMENT - MA RECREATION		RECREATION PROGRAMS	<u>4,866.66</u>
				TOTAL:	4,866.66

===== FUND TOTALS =====

101	GENERAL FUND	119,290.92
202	MEMORIAL AUDITORIUM	2,212.90
214	EVENT CENTER	3,191.41
229	RECREATION	48,357.22
231	ECONOMIC DEV AUTHORITY	709.02
401	IMPROVEMENT CONST	2,708.84
431	AQUATIC CENTER FACILITY	8,799.92
601	WATER	12,481.59
602	MUNICIPAL WASTEWATER	47,442.79
604	ELECTRIC	46,820.38
605	INDUSTRIAL WASTEWATER	27,508.16
606	STORM WATER MANAGEMENT	74.92
609	LIQUOR	155,098.72
612	AIRPORT	45,081.15
702	DATA PROCESSING	3,159.02

GRAND TOTAL: 522,936.96
