

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, December 12, 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 - HEARING ON SPENDING FOR TAX INCREMENT FINANCING DISTRICT NO. 7: DARLING THIRD ADDITION (ADMINISTRATION CASE ITEM 1)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. Regular City Council Meeting Minutes of November 28, 2022
    - b. Special City Council Meeting Minutes of December 1, 2022
    - c. Special City Council Meeting Minutes of November 22, 2022
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. Water & Light Commission Meeting Minutes December 5, 2022
    - b. Economic Development Authority Meeting Minutes of November 28, 2022
    - c. Park & Recreation Advisory Board Meeting Minutes of December 6, 2022
    - d. Okabena Ocheda Bella Clean Water Partnership Joint Powers Board Meeting Minutes of December 15, 2021

3. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)  
Case Item(s)

1. 2023 License Renewals
2. Application for Exemption from Lawful Gambling Permit - St. Mary's Church

4. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)  
Case Item(s)

1. 2023 Hangar Lease Rates - Worthington Municipal Airport

5. 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 - PUBLIC UTILITIES (YELLOW)**

Case Item(s)

1. 2023 Utility Department Strategic Financial Plans

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

Case Item(s)

2. Third Reading Proposed Ordinance to Vacate Platted Utility Easements and Public Drainage and Utility Easements and Public Drainage and Utility Easements in Glenwood Heights First Addition
3. Third Reading Proposed Ordinance Relating to Stormwater Utility Rates
4. Resolutions Approving the 2022 Tax Levies Collectible in 2023
5. 2022 Budget Resolution
6. Audit Engagement Letter

7. Proposed Text Amendment - Council Meetings
8. Proposed Text Amendment - Mayor and Council Member Extra Meeting Compensation
9. City of Worthington Residential Property Tax Abatement Program
10. Southwest Minnesota Council of Mayors Legislative Services

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

Case Item(s)

1. Adopt Resolution Accepting Park Bench Donation
2. YMCA 2023 Summer Youth Recreation Programs Agreement
3. YMCA Summer Program Fees
4. Amend Operating Agreement with Worthington YMCA and Set Daily Fees
5. Approve Bolton & Menk Airport Work Order No. 4 and Work Order No. 5
6. Airport Agriculture Lease Amendment

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

Case Item(s)

1. Resolution of Support - Transportation Alternatives Grant Application
2. Drainage Easement in the Cherry Point Neighborhood

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

Case Item(s)

1. Proposed Text Amendment - Chapter 151, Rental Housing Ordinance

**K. COUNCIL COMMITTEE REPORTS**

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

**L. CITY ADMINISTRATOR REPORT**

**M. ADJOURNMENT**



**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, NOVEMBER 28, 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, Chris Kielblock, Amy Ernst, Larry Janssen, Alaina Kolpin.

Staff present: Steve Robinson, City Administrator; Matt Selof, Community Development Director; Troy Appel, Public Safety Director; Hyunmyeong Goo, Assistant City Engineer; Mindy Eggers, City Clerk.

Others Present: Emma McNamee, Daily Globe; Ryan McGaughey, Radio Works.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

A motion was made by Council Member Kielblock, seconded by Council Member Kolpin and unanimously carried to approve the agenda as presented.

**CONSENT AGENDA**

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

- Economic Development Authority Meeting Minutes of November 14, 2022
- LEC Joint Powers Meeting Minutes of November 9, 2022
- Heron Lake Watershed Board Special Meeting Minutes of November 2, 2022
- Heron Lake Watershed Board Meeting Minutes of October 19, 2022
- Cross Cultural Committee Meeting Minutes of October 18, 2022
- Water & Light Commission Meeting Minutes of November 21, 2022
- 2023 License Renewals
- Municipal Liquor Store Income Statement for the period of January 1, 2022 through October 31, 2022
- Bills Payable Totaling \$6,727,474.28

**SECOND READING PROPOSED ORDINANCE TO VACATE PLATTED PUBLIC UTILITY EASEMENTS AND PUBLIC DRAINAGE AND UTILITY EASEMENTS IN GLENWOOD HEIGHTS FIRST ADDITION**

Pursuant to published notice this is the time and date set for the second reading of a proposed ordinance to Vacate Platted Public Utility Easements and Public Drainage and Utility Easements in Glenwood Heights First Addition.

A complete copy of the ordinance was provided in your November 14, 2022 Council Agenda.

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

**SECOND READING PROPOSED ORDINANCE RELATING TO STORM WATER UTILITY RATES**

Pursuant to published notice this is the time and date set for the second reading of a proposed ordinance Relating to Stormwater Utility Rates.

A complete copy of the ordinance was provided in your November 14, 2022 Council Agenda.

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

**THIRD READING AND ORDINANCE NO. 1190 TO AMEND TITLE V OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY - CHAPTER 51 - NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT APPROVED**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance to Amend Title V of the City Code of Worthington, Nobles County - Chapter 51 - National Pollutant Discharge Information System (NPDES) Permit.

A complete copy of the ordinance was provided in your October 12, 2022 Council Agenda.

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to give a third reading and subsequently adopt the following ordinance.

ORDINANCE NO. 1190

AN ORDINANCE TO AMEND TITLE V OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY - CHAPTER 51 - NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT APPROVED

(Refer to Ordinance File for complete copy of Ordinance)

**CONSIDERATION OF CITY COUNCIL MEETING TIME**

Steve Robinson, City Administrator, said Council members have requested discussion and consideration of changing the starting time of regular meetings.

He explained under the Code of Ordinances Section 30.01 states "Regular meetings of the Council shall be held on the second and fourth Monday of each month at 7:00 p.m. in the Council Chambers

of city hall." If Council agrees an amendment to the ordinance will need to be done and brought to City Council for three readings. The new ordinance would go into effect upon approval of the third reading and publication in the newspaper of record.

Council Member Cummings said that he found several other cities that hold their council meetings at 5:00 or 5:30 p.m. and also talked to community members and receive favorable comments on the potential time change of the meetings.

Council Member Kolpin said that if Council moves the time she would be in favor of 5:30 p.m.

Council Members agreed that moving the Council meetings to 5:30 p.m. would allow time for members to get off of work and get to City Hall.

Staff will proceed with amending the ordinance.

#### **CONSIDERATION OF CITY COUNCIL EXTRA MEETING PAY ADJUSTMENT**

Mr. Robinson said Council members have requested discussion and consideration of changing the extra meeting compensation. He said the Code of Ordinances Section 30.06, (C) "Salaries of Mayor and Aldermen", stipulates that the Mayor and Aldermen shall receive \$50 per day for extra meeting compensation. The City Attorney has reviewed State Statutes, City Charter and City Ordinances and gave the opinion that Extra Meeting Compensation is not subject to statutory restrictions in Minnesota Statute 415.11, Subd. 2 and can be adjusted at any time.

Council Member Ernst said she is proposing changing the current per diem amount of \$50.00 per day to \$100.00 per meeting. Council Member Kolpin asked if \$100.00 per meeting was too much. Mr. Robinson noted that it has been 20 years since and adjustment has been made.

No formal action was taken on the per meeting amount proposed but staff will proceed with amending the ordinance.

#### **NOBLES HOME INITIATIVE PROGRAM RENEWAL DENIED**

Council discussed extending the Nobles Home Initiative (NHI) program through December 31, 2027 at the November 14, 2022 regular meeting. Mr. Robinson said concerns were raised regarding the stipulation that the abatement amount shall remain the same as the initial full year throughout the eligible term rather than annual adjustments based on the actual captured tax capacity.

As previously noted, the NHI program was adopted by the City of Worthington, Nobles County and ISD 518 in May 2014. It was initially approved through December 31, 2017. The program was extended for an additional five-year period and is set to expire on December 31, 2022. Council is asked to consider extending the program for another five- year term, expiring on December 31, 2027.

The amended NHI guidelines were included in the November 14, 2022 packet.

Mr. Robinson said the purpose of the program is to encourage construction of new housing units by providing five years of property tax abatement to eligible participants. The amount of taxes to be abated shall be based on the value added, or captured tax capacity, to the new residential construction. The first year of abatement commences once the Nobles County Assessor has determined that the project is complete and the property is assessed at the full estimated market value thereby enabling the calculation of the full captured tax capacity. The abatement dollar amount will remain the same as the initial full year throughout the term of the program as long as the property owner adheres to all provisions of the agreement each of the five years.

Mr. Robinson noted fifty-three housing units in the City of Worthington have been approved through the program since its inception. Approximately seventeen of those have received the full five-year abatement and are now contributing to the City's net tax capacity.

After a lengthy discussion concerning the current formula used in calculating the abatement and Council wanting the program to continue in the manner it was intended when it started, Council is open to the idea of staff running our own abatement program.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to deny the Nobles Home Initiative Program Renewal.

**RESOLUTION NO. 2022-11-83 REGARDING PROGRAM AUTHORIZATION WITH MN DEPARTMENT OF PUBLIC SAFETY**

Troy Appel, Public Safety Director, said the Worthington Police Department has participated in an agreement with the Minnesota Department of Public Safety Law Enforcement Support Office (LESO) for over 25 years. As part of the agreement, authorization from City Council is needed to abide by federal protocols, supervise the appropriate use of the property, and provide public notifications.

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

RESOLUTION NO. 2022-11-83

A RESOLUTION REGARDING PROGRAM AUTHORIZATION WITH MN DEPARTMENT OF PUBLIC SAFETY

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2022-11-84 ACCEPTING A DONATION OF FUNDS**

Mr. Appel said, the Homestead Cooperative of Worthington generously donated \$100 to the Worthington Police Department and will be placed in Police Programs Reserves and utilized towards public safety equipment purchases.

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

RESOLUTION NO. 2022-11-84

A RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2022-11-85 ACCEPTING A DONATION OF FUNDS**

Mr. Appel said Arthea Raak and family donated \$50 to the Worthington Police Department and will be placed in Police Programs Reserves and will be utilized towards public safety equipment purchases.

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

RESOLUTION NO. 2022-11-85

A RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

**BUDGET AMENDMENT/EXPENDITURE OF RESERVE FUNDS APPROVED**

Mr. Appel said Worthington Police K9 Shep who was purchased in 2022 passed away due to a tragic accident. A replacement canine has been secured by the Worthington Police Department. Ultimately, insurance coverage will likely reimburse all associated costs but to cover the initial purchase price of \$11,500.00, the department is seeking a budget amendment approval for the expenditure of \$4,000 in Alarm Reserves to supplement the \$7,500 in American Kennel Club Reunite K9 Cop grant funds. The reserve fund will be refunded with the insurance reimbursement.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the budget amendment for purchase of the new canine.

**RESOLUTION NO. 2022-11-86 OF SUPPORT FOR THE CITY OF WORTHINGTON  
GRANT APPLICATION SUBMITTAL FOR THE 2022/2023 MINNESOTA DEPARTMENT**

## **OF TRANSPORTATION ACTIVE TRANSPORTATION INFRASTRUCTURE PROGRAM**

Hyunmyeong Goo, Assistant City Engineer, said the City of Worthington is applying for Active Transportation Grant Funds from the Minnesota Department of Transportation's Active Transportation Program. The proposed project includes reconstruction of the trail from Cynthia Avenue to West Clary Street (through Centennial Park) and trail crossing improvements at the intersection of Tower Street/Lake Ave (includes trail extension, ADA work, signage etc..).

The Minnesota AT Infrastructure Program provides grant funding for the construction of pedestrian and bicycle infrastructure projects. The program does not require a local match, and grants are paid on a reimbursable basis. Grant requests can be between \$50,000 and \$500,000 to fund up to 100% of eligible AT construction costs.

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

RESOLUTION NO. 2022-11-86

A RESOLUTION OF SUPPORT FOR THE CITY OF WORTHINGTON GRANT APPLICATION SUBMITTAL FOR THE 2022/2023 MINNESOTA DEPARTMENT OF TRANSPORTATION ACTIVE TRANSPORTATION INFRASTRUCTURE PROGRAM

(Refer to Resolution File for complete copy of Resolution)

## **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - No report.

Council Member Janssen - No report.

Council Member Ernst - No report.

Council Member Kielblock - No report.

Council Member Kolpin - No report.

Council Member Cummings - Attended the CGMC Conference, informative and lots of questions on how the recent elections will impact LGA and out state Minnesota since there is full control by the democratic party.

## **CITY ADMINISTRATOR REPORT**

Mr. Robinson reminded Council of the Special Budget meeting on Thursday at 4:30 p.m. He said he will be attending and LMC meeting in Windom and a City Administrator meeting in Marshall this week.

## **ADJOURNMENT**

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The motion was made by Council Member Kolpin, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 7:52 p.m.

Mindy L. Eggers, CMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING, DECEMBER 1, 2022**

The meeting was called to order at 4:30 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Amy Ernst, Chad Cummings, Alaina Kolpin, Chris Kielblock, Larry Janssen.

Staff members present: Steve Robinson, City Administrator; Deb Olsen, Finance Director; Matt Selof, Community Development Director; Todd Wietzema, Public Works Director; Dan Wycoff, Liquor Store Manager; Mindy Eggers, City Clerk.

Others present: Emma McNamee, The Globe.

**2023 BUDGET DISCUSSION**

Dan Wycoff, Liquor Store Manager, presented the 2023 Liquor Store Fund Budget for review, he said as of November 30<sup>th</sup> there is an increase of 1.38% for the year and a 3% increase has been budgeted for 2023. Mr. Robinson said \$275,000.00 will go into the general fund and the building loan balance is \$651,000.00. The parking lot is also in great need of repairs, there are drainage issues that need to be addressed and the estimated cost is \$275,000.00. Plans are currently being developed.

**2023 BUDGET / FINAL CERTIFICATION RECOMMENDATION**

Mr. Robinson said since the pre-certification in September adjustments have had to be made to accommodate merit wage increases and larger than anticipated health insurance renewals which have added \$125,444 to the budget.

Mr. Robinson explained the current tax rate is 61.222% and is computed by dividing the levy by the net tax capacity of all taxable properties in the city. The tax rate is what directly determines the amount of city property taxes paid by all property owners.

Staff presented several options that would reduce costs to reach the pre-certification level. After Council discussion they suggested transferring \$200,000 from the city's safety promotion and loss control reserve fund and also taking \$25,000 from the proposed Community Relations and Communications position as the hiring would not take place in the first quarter of the year. With these changes it would bring the budget under the pre-certification level.

Mr. Robinson said with the proposed adjustments it would bring the current tax levy rate to 55.77%, which is almost a nine point decrease from last year.

**ADJOURNMENT**

The motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to adjourn the meeting at 5:11 p.m.



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Mindy L. Eggers, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING, NOVEMBER 22, 2022**

The meeting was called to order at 12:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following members present: Larry Janssen; Chris Kielblock; Chad Cummings; Amy Ernst; Alaina Kolpin.

Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Hyunmyeong Goo, Assistant City Engineer; Matt Selof, Community Development Director; Chad Nickel, Public Works Supervisor; Mindy Eggers, City Clerk.

Others Present: Peter Engelmeyer, MnDOT; Lisa Bigham, MnDOT; Aaron Holmbeck, Nobles County Engineer; Kari Lucin, Daily Globe.

**MnDOT - HIGHWAY 59 TURNBACK DISCUSSION**

Peter Engelmeyer, Project Manager MnDOT District 7, and Lisa Bigham, MnDOT District State Aid Manager, presented turnback options for a portion of U.S. Highway 59 between interstate 90 and Highway 60.

Mr. Engelmeyer said that the road needs work no matter who owns it and depending on who that is will determine what kind of work will be done. He explained the MnDOT looks at how the City and public will be best served in determining turnback options for cities.

Mr. Engelmeyer said in 2017 and 2018 a traffic study was done that showed the corridor served more local traffic compared to state highway travel.

Reconstruction plans of the corridor are slated for 2027 and depending on which entity controls it will determine on whether it's a mill and overlay or a total reconstruction project. Either way, state funds would pay for the project.

Lisa Bigham said that the MnDOT cannot make a City take a turnback it would have to be negotiated and agreed upon.

Council and staff discussed the pros and cons of the turnback. Staff said if the City agrees to the turnback, the City would become responsible for maintaining the road, which would be an additional cost of approximately \$90,000 per year for an additional snowplow and additional employee to operate it. Mr. Engelmeyer said the City would be compensated approximately \$60,000 per year for the turnback.

Moving forward, Mr. Engelmeyer said they would need a resolution from the City in January or February on whether or not to pursue the turnback.

**ADJOURNMENT**

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The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 1:06 p.m.

Mindy L. Eggers, CMC  
City Clerk

## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING DECEMBER 5, 2022**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M. by President Debra Weg with the following members present: Kathy Hayenga, Randy Thompson and Amy Ernst. Absent was Chad Nixon (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 Thompson and unanimously carried to close the agenda as presented.

### **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on November 21, 2022
- Utility bills payable totaling \$441,686.15 for November 23 and December 2, 2022

### **ELECTRIC DEPARTMENT 2023 STRATEGIC FINANCIAL PLAN**

Scott Hain, General Manager, presented the Electric Department 2023 Strategic Financial Plan to the Commission for consideration. The plan includes the Electric Department budget, five-year operation and maintenance expense summary, five-year capital improvement program, equipment and vehicle revolving schedule, five-year flow of funds summary, electric rate schedule and the reserve account policy.

After a review of the proposed plan, Mr. Hain reported that the anticipated revenue to be generated by projected sales volumes under the current retail rates is expected to be adequate to cover expenses and no change in retail electric rates was recommended for 2023.

A motion was made by Commissioner Hayenga, seconded by Commissioner Ernst and unanimously carried to approve the 2023 Electric Department Strategic Financial Plan as presented.

## **COMMISSION COMMITTEE REPORTS**

Commissioner Thompson reported that he and Commissioner Ernst attended an Economic Development Authority (EDA) meeting on November 28, 2022. A loan request from a downtown business was approved and a small piece of property held by the City was transferred to the EDA.

## **GENERAL MANAGER REPORT**

- Three applications have been received for the Utility Coordinator position opening.
- Will be advertising for a line worker in the spring of 2023.
- Discussed City and Worthington Public Utilities contributions to and access to funds from the City of Worthington Safety Promotion/Loss Control Fund.

## **ADJOURNMENT**

A motion was made by Commissioner Thompson, seconded by Commissioner Hayenga and unanimously carried to adjourn the meeting at 4:15 P.M. President Weg declared the meeting adjourned.

Deb A. Scheidt

Secretary to the Commission

**ECONOMIC DEVELOPMENT AUTHORITY MEETING  
CITY HALL COUNCIL CHAMBERS  
NOVEMBER 28, 2022**

The Economic Development Authority meeting was called to order at 6:45 p.m. by Chairman Mike Kuhle with the following members present: Randy Thompson, Chris Kielblock, Larry Janssen, Alaina Kolpin and Chad Cummings.

Staff present: Steve Robinson, City Administrator; Matt Selof, Community Development Director; Troy Appel, Public Safety Director; Mindy Eggers, Secretary to the Authority.

Others Present: Emma McNamee, Daily Globe; Ryan McGaughey, Radio Works.

**AGENDA ADDITIONS/CHANGES AND CLOSURE**

A motion was made by Larry Janssen, seconded by Chris Kielblock and unanimously carried to approve the agenda as presented.

**APPROVAL OF MINUTES**

The motion was made by Amy Ernst, seconded by Alaina Kolpin and unanimously carried to approve the minutes of November 14, 2022.

**WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY SMALL BUSINESS LOAN PROGRAM– JOHNSON JEWELRY APPROVED**

Matt Selof, Community Development Director, said Sharon Johnson of Johnson Jewelry has applied for the EDA's Two Percent Loan Program to help finance renovation work at Johnson Jewelry, located at 1009 4th Avenue. Johnson Jewelry has operated for 58 years as a family business in Worthington.

Mr. Selof explained the proposed project includes installing new support for the roof, changing the layout of the interior to allow for space to renovate the bathroom into an ADA-compliant bathroom, new flooring and lighting in the sales area, new stairs to basement with handrail, and some other repair work in the basement where gaps exist between the sidewalk and the basement (this building has a cellar type room that extends underneath the sidewalk).

One bid has been obtained from Jeff Meinders Construction with a total cost of \$155,190. The program stipulates that a private lender shall provide at least half of the total loan amount at market rate with the EDA providing the rest, up to \$50,000, at two percent interest for a term of up to 15 years.

Sources of funding include:

1. Main Street Economic Revitalization Program (Grant) - \$30,000
2. Two Percent Loan - \$50,000
3. First State Bank Southwest Loan - \$96,000 (includes contingency) Representatives

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of the Bank have informed Staff that they will be at a minimum loan \$60,000 but have discussed going up to \$96,000 with a contingency.

Mr. Selof said the subcommittee has met to review the application and supporting documentation and recommended approval of a \$50,000 loan at two percent interest amortized for a 15-year term, contingent on proof of the matching private loan.

A motion was made by Randy Thompson, seconded by Chris Kielblock and unanimously carried to approve the loan of \$50,000 at two percent interest for 15-years, contingent on proof of the matching private loan.

**RESOLUTION NO. 2022-11-82 ACCEPTING CERTAIN REAL PROPERTY FROM THE WORTHINGTON CITY COUNCIL**

Mr. Selof said the EDA currently owns significant property north of I-90 and west of Highway 59. In 2015/2016 an extension of Bioscience Drive was constructed heading west from Highway 59 to allow for future development of the area.

He explained the City is beginning the process of platting out the area to the north and south of this street extension (creating two large lots and dedicating right-of-way). As part of this process staff would like to include a parcel directly north (31-3856-500) into the plat to be sold eventually.

The parcel is currently owned by the City and in order to ease the platting process and allow for the buildable part of this lot to be sold in the future the EDA has to accept the property conveyed to it by the City of Worthington.

A motion was made by Chad Cummings, seconded by Chris Kielblock and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2022-11-82

A RESOLUTION ACCEPTING CERTAIN PROPERTY REAL FROM THE WORTHINGTON CITY COUNCIL

(Refer to Resolution File for complete copy of Resolution)

**ADJOURNMENT**

The motion was made by Chris Kielblock, seconded by Alaina Kolpin and unanimously carried to adjourn the meeting at 6:57 p.m.

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Mindy Eggers, CMC  
Secretary to the Authority



## City of Worthington

### Park and Recreation Advisory Board Minutes

4:00 p.m. - Tuesday, December 6, 2022

Members present: Jason Johnson, Chris Kielblock, Dan Krueger, Craig Stock, Joe Vosburgh, Jessica Williams

Members absent: None.

Staff present: Todd Wietzema, Scott Rosenberg and Angela Thiner

#### **CALL TO ORDER**

The meeting was called to order at 4:00 p.m. by Vice Chairman Craig Stock.

#### **APPROVAL OF MINUTES**

A motion was made by Chris Kielblock seconded by Craig Stock and unanimously approved to accept the minutes of the November 3, 2022 meeting.

#### **APPROVAL OF AGENDA - ADDITIONS/DELETIONS**

A motion was made by Jason Johnson, seconded by Craig Stock and unanimously approved to accept the agenda as presented.

#### **PARK ADVISORY BOARD BUSINESS**

##### **2023 YMCA AGREEMENT**

Todd Wietzema, Public Works Director, presented the proposed 2023 contract agreement between the City of Worthington and the YMCA. A 5% increase is being proposed for the YMCA to administer the City rec programs for the 2023 season. The City rec programs were discussed. Meredith Daley, YMCA Director, stated typically the YMCA loses money on the day camp due to increased staffing needs.

A motion was made by Jason Johnson, seconded by Joe Vosburgh and unanimously approved to accept the 2023 YMCA agreement with the proposed 5% increase.

##### **2023 YMCA SUMMER PROGRAM FEES**

The YMCA is proposing a 15% price increase for the day camp program and a \$10 increase for sports programs for 2023. City partnered programs include day camp, girls' softball, track & field and tennis. Ms. Daley stated due to space requirements there is a cap of 50 kids for the day camp program. Todd Wietzema explained that the price increase would equate to \$760 for the summer which is roughly \$1.51 per hour.

A motion was made by Joe Vosburgh, seconded by Jessica Williams and unanimously approved to accept the 2023 YMCA Summer Program Fees with the 15 % price increase for the day camp program and \$10 increase for the sports programs.

##### **2023 YMCA DAY FEE DISCUSSION**

Todd Wietzema stated there has been no change to the YMCA day fees since 2008. For 2023 the proposed day fees would be as follows:

\$5.00 for youth

\$10.00 for College Students/Adults

\$20.00 for Families

Mr. Wietzema also discussed striking the following from paragraph 5 of the operating agreement "...which will include separate rates for City residents and non residents..." adding that staff is in favor of raising day fees.

A motion was made by Craig Stock and seconded by Jason Johnson to recommend approval of the proposed increase to the day fees and strike out the language from paragraph 5 of the Operating Agreement which states "...which will include separate rates for City residents and non residents...".

#### **PARK BENCH DONATIONS**

Mr. Wietzema stated the family of Scott Carlson has submitted an application for a park bench donation in memory of LaDonna Carlson. The request is for the bench to be placed in Chautauqua Park near the old Boy Scout cabin site.

A motion was made by Jason Johnson, seconded by Jessica Williams and unanimously approved to accept the park bench donation.

#### **SUPERVISORS REPORT**

Mr. Rosenberg stated the Parks Department has been working on Fall leaf collection as well as tree removals/trimmings.

#### **OTHER BUSINESS**

Mr. Wietzema stated the City taking over the ice arena seems to have been favorable for both the City as well as the Worthington Hockey Association.

He also stated since opening the Field House to the public in September, they have done \$52,000 in gross revenue. He noted the Field House is being heavily used by soccer league, there are regular bookings for birthday parties on the weekends as well as various sports groups getting in for practice.

#### **ADJOURNMENT**

A motion was made by Jason Johnson, seconded by Craig Stock and unanimously approved to adjourn the meeting at 4:43 p.m.

Angela Thiner  
Assistant City Clerk

**OKABENA-OCHEDEA-BELLA CLEAN WATER PARTNERSHIP  
JOINT POWERS BOARD**

**Meeting Minutes  
December 15, 2021**

Members Attending: Chad Cummings, Casey Ingenthron, Rolf Mahlberg.

Others Present: Steve Schnieder, Kari Lucin, Dan Livdahl

Mahlberg moved to approve the minutes of the December 11, 2020 meeting. The motion was seconded by Ingenthron and unanimously carried.

The 2021 filter strip incentives, liability insurance, and Lake Okabena water quality monitoring expenses totaling \$22,091.55 were reviewed. Mahlberg moved to approve the expenses and ask the city to reimburse the watershed district the amount of \$11,322.05. The motion was seconded by Ingenthron and unanimously carried.

The OOWD has met numerous times over the past two years with John Landgaard and the ISD 518 operations committee to discuss building a water quality improvement pond on the school district's Crailsheim property. The OOWD met with the school board at a work session in October to ask them to consider allowing the construction and maintenance of a water quality pond on their property. The OOWD board feels it needs a general consensus of the school board members that the project is desirable before investing in the next phase of project engineering. The pond's exact location, shape and size depends on school board's plans for the property and desired phosphorus and sediment removal capacities.

The CWP board discussed how to communicate the community's support for constructing a water quality pond on the school district's property. Ingenthron moved for the Clean Water Partnership Joint Powers Board to support working with the school district to design, construct and maintain a water quality pond on their Crailsheim property. The motion was seconded by Mahlberg and unanimously carried. Cummings will talk to the city council about supporting the project.

Efforts to estimate the carp population in Lake Okabena, identify where they successfully reproduce and remove carp from the lake were discussed. Scott Deslauriers attempted to seined rough fish from the lake in April and December of this year with little success. It was hoped that enough fish would be caught to determine an accurate carp population size. Too few fish were caught to do the population estimate. Past records of fish seined from Okabena show catching large numbers carp is difficult.

The board discussed where to go next with the carp population control efforts. Most of the money has been spent on consultant services. The City Council communicated the desire April to spend more on removing the fish and less on engineering and data gathering. It is important however to have a good carp population estimate so achievable goals can be set for carp removal. The OOWD will likely contact Carp Solutions, Inc. about reviewing the data collected and the cost of creating a plan for the lake.

Mahlberg moved to adjourn the meeting. The motion was seconded by Ingenthron and unanimously carried.

Meeting adjourned.

**WORTHINGTON PUBLIC UTILITIES**  
**WATER AND LIGHT COMMISSION MEMO**

**DATE:           DECEMBER 6, 2022**

**TO:             HONORABLE MAYOR AND CITY COUNCIL**

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

**CASE ITEM**

**1.     2023 UTILITY DEPARTMENT STRATEGIC FINANCIAL PLANS**

Under Section 6.04 of the City of Worthington Charter, the Water and Light Commission shall have the power to establish rates, fees, rules, regulations and policies for the operation and management of municipal utilities under their control subject to such ordinances as the City Council may adopt. Section 6.04 of the Charter also directs that the Commission shall annually prepare a budget forecast for the ensuing years and furnish a copy to the City Council for their review and approval.

The Water and Light Commission reviewed and approved the 2023 Wastewater Department Strategic Financial Plan at their regular meeting held on November 7, 2022. At their November 14, 2022, regular meeting the City Council, at the recommendation of the Commission, adopted the 2023 Sewer Service Charge System. At their November 21, 2022, regular meeting the Commission reviewed and approved the 2023 Water Department Strategic Financial Plan. The 2023 Electric Department Strategic Financial Plan was considered and approved by the Water and Light Commission at their December 5, 2022, meeting. Executive Summaries of the 2023 Worthington Public Utilities Strategic Financial Plans were delivered to the Mayor and City Council members on December 8, 2022, for advance review.

Scott Hain, General Manager, will be in attendance to discuss the contents of the 2023 Utility Department Strategic Financial Plans at the December 12, 2022, City Council meeting and, on behalf of the Water and Light Commission, will request Council approval of the plans. Council members are asked to please bring their copies of the Executive Summary to the meeting.

## ADMINISTRATIVE SERVICES MEMO

**DATE:** DECEMBER 8, 2022  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

### CONSENT AGENDA CASE ITEM

#### 1. 2023 LICENSE RENEWALS

The additional 2023 License Renewal Applications have been received and are submitted for Council approval:

##### Off-Sale Beer

La Morenita, 1321 Milton Avenue  
Mini Market Lupita, 1906 Oxford Street

All the required paperwork, fees, and insurance certificates have been received.

Council action is requested on the 2023 License renewal applications.

#### 2. APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - ST. MARY'S CHURCH

St. Mary's Church, has submitted an Application for Exemption from Lawful Gambling as follows:

Organization:	St. Mary's Church
CEO:	Father James Callahan
Type of Event:	Raffle
Date & Location of Event:	December 20, 2022 St. Mary's Church 1215 7 <sup>th</sup> Avenue

The application (included as ***Exhibit 1***) must be approved by the local governing body prior to being sent to the State of Minnesota for approval.

### CASE ITEMS

**1. PUBLIC HEARING ON SPENDING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 7: DARLINGS 3RD ADDITION**

City Council is requested to adopt the Spending Plan for Tax Increment District No. 7: Darlings 3rd Addition transferring unobligated tax increment to a separate fund per Minnesota Statutes, Section 469.176 Subd. 4n. The Statute grants the EDA temporary authorization to transfer unobligated tax increment to provide improvements, grants, loans, interest rate subsidies, or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings or ancillary facilities, which will create or retain jobs in the State, including construction jobs, so long as the private development commences no later than December 31, 2025, and would not have commenced before that date without such assistance. Such transfers must be made by resolution, pursuant to the terms of a spending plan (*Exhibit 2*) approved by the EDA and by the City, following a public hearing of the City Council.

The balance of unobligated funds in TIF District 7 is \$2,329,478. Unspent or uncommitted funds shall be transferred back to the District after December 31, 2025, and will need to be expended in accordance with the TIF Law for Redevelopment TIF districts.

City Council action is requested to adopt the Spending Plan for Tax Increment District No. 7: Darlings 3rd Addition transferring administration of unobligated tax increment to the EDA.

**2. THIRD READING PROPOSED ORDINANCE TO VACATE PLATTED PUBLIC UTILITY EASEMENTS AND PUBLIC DRAINAGE AND UTILITY EASEMENTS IN GLENWOOD HEIGHTS FIRST ADDITION**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance to Vacate Platted Public Utility Easements and Public Drainage and Utility Easements in Glenwood Heights First Addition.

A complete copy of the ordinance was provided in your November 14, 2022 Council Agenda.

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

**3. THIRD READING PROPOSED ORDINANCE RELATING TO STORM WATER UTILITY RATES**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance Relating to Stormwater Utility Rates.

A complete copy of the ordinance was provided in your November 14, 2022 Council Agenda.

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

**4. RESOLUTIONS APPROVING THE 2022 TAX LEVIES COLLECTIBLE IN 2023**

On September 12, 2022, Council approved a proposed property tax levy of \$6,646,866 for 2023 (a 17.00% increase over 2022). It is Staff's recommendation to approve the final levy in the amount of \$6,558,607 (a 15.44% increase over 2022) as shown on the attached resolution included as *Exhibit 3*. The levy includes a General Purpose Tax Levy of \$5,531,834 and Special Tax Levies of \$975,773. The Special Tax Levy includes Economic Development Tax abatements of \$51,000. Included in *Exhibit 4* is the Certification to the County of Taxes Voted.

As allowed by legislation changes, public comment will be taken at this time regarding the proposed 2023 tax levies. (Budget information is included under separate cover for a short Truth in Taxation presentation.)

Also included as *Exhibit 5* is the Housing and Redevelopment Authority's proposed levy of \$151,000, the same amount as pre-certified by Council on September 12, 2022.

Suggested motion: Move to adopt the resolutions approving the 2022 Tax Levies Collectible in 2023.

**5. 2022 BUDGET RESOLUTION**

*Exhibit 6* is a resolution approving all of the separate City fund budgets. Council action is requested on the resolution.

**Suggested motion:** Move to adopt the resolution approving the 2023 fund budgets for the City of Worthington.

**6. AUDIT ENGAGEMENT LETTER**

Staff has received a proposal for the 2022 year-end audit services from Abdo, Eick and Meyers, LLP. The maximum would not exceed \$43,000 for the Financial Statement Audit, \$4,000 for each major program covered by a Single Audit and additional fees for out-of-pocket expenses. Staff recommends approval of the proposal shown at *Exhibit 7*. Council action is requested for approval of the proposal from Abdo, Eick and Meyers, LLP for the 2022 year-end audit expenses.

7. **PROPOSED TEXT AMENDMENT - COUNCIL MEETINGS**

The City of Worthington is considering a text amendment to Chapter 30: General Provisions, 30.01 Council Meetings to change the time of regular meetings of the Council from 7:00 p.m. to 5:30 p.m. in the Council Chambers of the City Hall. Regular meetings of the Council shall continue to meet on the second and fourth Mondays of each month.

Should Council concur, it may approve the proposed ordinance by approving the first reading of the proposed ordinance shown in *Exhibit 8*.

8. **PROPOSED TEXT AMENDMENT - MAYOR AND COUNCIL MEMBERS EXTRA MEETING COMPENSATION**

The City of Worthington is considering a text amendment to Chapter 30: General Provisions, 30.06 (C) Salaries of the Mayor and Aldermen to amend the Extra Meeting Compensation from \$50 per day to \$100 per meeting.

Should Council concur, it may approve the proposed ordinance by approving the first reading of the proposed ordinance shown in *Exhibit 9*.

9. **CITY OF WORTHINGTON RESIDENTIAL PROPERTY TAX ABATEMENT PROGRAM**

City Council has decided not to continue the City's participation in the Nobles Home Initiative (NHI) program with Nobles County and Worthington ISD 518 beyond its' termination on December 31, 2022. In its place the City will establish a program that will abate property taxes for new residential units constructed in the City of Worthington for a period of five years. This program will apply to applications received on or after January 1, 2023 until the program expires.

All NHI residential projects approved prior to January 1, 2023 shall continue to be eligible for property tax abatement under the guidelines established for the period of 2018-2022.

A draft of the City tax abatement program guidelines is included as *Exhibit 10* for Council review and discussion.

Council Action is requested.

10. **SOUTHWEST MINNESOTA COUNCIL OF MAYORS LEGISLATIVE SERVICES**



The Southwest Council of Mayors requested a proposal from Flaherty and Hood to provide legislative services during the upcoming 2023 Legislative session to create a pilot program targeted at workforce development in southwest Minnesota.

The Scope of Services include:

- Developing and executing a legislative strategy,
- Drafting necessary legislation and amendments,
- Securing bill authors,
- Direct lobbying of committee chairs, key legislators and the Walz Administration,
- Creating materials for committee hearings,
- Monitoring progress of the omnibus bill through the legislative process, and
- Coordinating testimony at legislative hearings.

The fee for the above scope of services is \$25,000 to be distributed among the participating cities on a per capita basis. A copy of the proposal is included as ***Exhibit 11***.

Council is requested to approve the legislative services contingent upon participation by the southwest Minnesota cities and agreement with the resulting fee distribution.

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: St Marys Church

Previous Gambling Permit Number: X-53010-22-021

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

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

Mailing Address: \_\_\_\_\_

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

Name of Chief Executive Officer (CEO): Father. James Callahan

CEO Daytime Phone: (507) 376-6005 CEO Email: stmaryschurchworthington@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

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

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

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

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

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

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

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St Marys Church

Physical Address (do not use P.O. box): 1215 7th Ave, Worthington, MN 56187

Check one:

☒ City: 1215 7th Ave, Worthington, MN Zip: 56187 County: Nobles

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): December 20th, 2022

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

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

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

# LG220 Application for Exempt Permit

11/17  
Page 2 of 2

## LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

### CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

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

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

### COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

### TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Rev. James F. Callahan Date: Dec 8, 2002  
(Signature must be CEO's signature; designee may not sign)

Print Name: REV JAMES F. CALLAHAN

## REQUIREMENTS

### Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

### Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

## MAIL APPLICATION AND ATTACHMENTS

### Mail application with:

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

### Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

EXHIBIT 1

**Worthington Economic Development  
Authority  
City of Worthington,  
Nobles County, Minnesota**

**Spending Plan  
Tax Increment Financing District No. 7: Darlings 3<sup>rd</sup> Addition**



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**Prepared by:**

Ehlers  
3060 Centre Pointe Drive  
Roseville, Minnesota 55113

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**BUILDING COMMUNITIES. IT'S WHAT WE DO.**

# Spending Plan for Tax Increment Financing District No. 7: Darlings 3<sup>rd</sup> Addition

## PURPOSE

The Worthington Economic Development Authority (the “Authority”) administers Tax Increment Financing District No. 7: Darlings 3<sup>rd</sup> Addition (the “TIF District”) in the City of Worthington, Minnesota (the “City”), and proposes to adopt a Spending Plan for the TIF District in accordance with Minnesota Statutes, Section 469.176 Subd. 4n (the “Act”).

The Act grants the Authority temporary authorization to transfer unobligated tax increment to provide improvements, loans, interest rate subsidies or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, which will create or retain jobs in the State, including construction jobs, so long as such private development commences no later than December 31, 2025, and would not have commenced before that date without such assistance. Such transfers must be made by resolution, pursuant to the terms of a spending plan approved by the Authority and by the City, following a public hearing of the City Council.

## PLAN

The Authority is authorized as follows:

- (a) To use available tax increments from the TIF District to provide assistance to private development consisting of the development of a variety of housing to address the City’s housing needs. This includes, but is not limited to, both market rate and workforce housing along with a combination of owner occupied and rental housing. The City has not identified a project or developer at the time of adoption of this Spending Plan.

The second priority for the funds are to provide assistance to projects in the City’s downtown which would rehabilitate the buildings of businesses and meet the City’s goals of creating a vibrant downtown.

In addition, funds may be used to assist with other development in the which will result in expansion of the City’s tax base.

These projects will further the goals set forth in the City’s Comprehensive Plan and within the Redevelopment Project for Redevelopment Project No. 5 and will result in the creation and retention of jobs in the State, including construction jobs.

- (b) To take any other action necessary and authorized under the Act in connection with the construction or substantial rehabilitation of facilities of the type described in clause (a) above.

The assistance provided pursuant to this Plan shall be subject to Minnesota Statutes, Sections 116J.993 to 116J.995 (the "Business Subsidy Law"), if applicable, and shall be subject to the City's Business Subsidy Policy.

## CITY OF WORTHINGTON, MINNESOTA

### PROPOSED RESOLUTION APPROVING 2022 TAX LEVIES COLLECTIBLE IN 2023

Be it resolved, by the City Council of the City of Worthington, County of Nobles, State of Minnesota, that the following sums of money are to be levied for the current year, collectible in 2023 upon the taxable property in said City of Worthington, Minnesota for the following purposes:

LIMITED GENERAL PURPOSE TAX:	2022/2023 LEVY	SPECIAL TAX LEVIES:	2022/2023 LEVY
General Fund	2,775,913	G.O. Debt Service Funds including improvement Bonds (MS 275.50 Subd. 5e and MS 429.091)	
Memorial Auditorium Fund	174,773		
Recreation Fund	1,915,135	PIR Series 2010A \$1,915,000	36,545
Economic Development Authority Fund	137,478	PIR Series 2012A \$2,570,000	23,363
Wgtn EDA Fund	96,500	PIR Series 2016A \$2,345,000	143,413
Improvement Construction Fund	400,000	GO Series 2019A \$9,955,000	772,452
Aquatic Center Facility Fund	32,035		
TOTAL GENERAL PURPOSE TAX	<u>5,531,834</u>	SUBTOTAL DEBT SERVICE FUNDS	975,773
		Economic Development Tax Abatement	51,000
		TOTAL SPECIAL TAX LEVIES	<u>1,026,773</u>

RECAP OF TAX LEVY TOTALS:	Current
General Purpose Levy	5,531,834
Special Tax Levies	1,026,773
TOTAL NET LEVY	<u>6,558,607</u>

The City Clerk is hereby directed to transmit  
a certified copy of this resolution to the  
County Auditor of Nobles County, Minnesota.

ATTEST:

Mayor: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Passed by the City Council of the City of  
Worthington this \_\_\_\_\_ day of  
\_\_\_\_\_, 2022.

<b>STATE OF MINNESOTA</b>  <b>COUNTY OF NOBLES</b>  <b>CITY OF</b> <u>Worthington</u>	<b>Payable 2023 CERTIFIED LEVY</b>
---	--

**TO THE COUNTY AUDITOR OF NOBLES COUNTY:**

RESOLVED, That the following sums be, and hereby are, levied upon the taxable property in the City of Worthington, County of Nobles, State of Minnesota for the 2023 payable year, for the following purposes:

FUND # OR PURPOSE	GROSS LEVY (Budget Requirement)	(less) STATE AIDS	(Equals) CERTIFIED NET LEVY
1) General	5,531,834		5,531,834
3) Road and Bridge			
4) Fire Department			
5) Water Improvement			
6) Water Maintenance			
7) Sewer			
9) Streets	975,773		975,773
11) Economic Development	51,000		51,000
Debt Obligation			
<b>Grand Total</b>	6,558,607		6,558,607

I hereby certify that the above is a true and correct copy of the sums levied upon the taxable property in the City of Worthington, by the city council.

Dated this 12th of December, 2022.

\_\_\_\_\_  
Clerk, City of \_\_\_\_\_



**RESOLUTION APPROVING THE 2022 TAX LEVY COLLECTIBLE IN 2023**

BE IT RESOLVED, by the City Council of Worthington and the Housing and Redevelopment Authority of the City of Worthington, County of Nobles, State of Minnesota, that the following sum of money be levied for the current year, collectible in 2023, upon the taxable property in said City of Worthington, Minnesota for the following Purposes:

**SPECIAL TAX LEVY**

**CERTIFIED LEVY  
2022/2023**

**HOUSING AND REDEVELOPMENT  
AUTHORITY TAX LEVY  
(Minnesota Statute 469.033, subdivision 6)**

Special Tax for Operations

\$151,000.00

**NET CERTIFIED LEVY**

**\$151,000.00**

The City Clerk is hereby directed to transmit a certified copy of this resolution to the County Auditor of Nobles County, Worthington, Minnesota.

Passed by the City Council of the City of Worthington, Minnesota, this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Signed By:

Mayor: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Passed by the Worthington Housing and Redevelopment Authority of Worthington Board of Commissioners on this the 7<sup>th</sup> day of December, 2022.

Signed By:

Board Chairman: Mark D. Ried

Executive Director: Randy Ried



**Worthington Housing & Redevelopment Authority**  
**Levy Budget for Taxes Collected in 2023**  
**August 17, 2022**

Based on Estimated Market Value in 2022 of \$819,002,600

Maximum Levy = .000185 \* \$819,002,600 = \$151,515.49

**Proposed Budgeting of Funds for 2023**

Payroll & General Operating Budget of the HRA	\$ 26,000.00
Capital Improvement & New Construction funding of Non-HUD Projects	<u>\$125,000.00</u>
<b>Total Levy Amount</b>	<b>\$151,000.00</b>

**RESOLUTION NO. 2022-12-**

**A RESOLUTION FOR THE APPROVAL OF THE 2023 FUND BUDGETS FOR THE  
CITY OF WORTHINGTON, MINNESOTA.**

**WHEREAS**, the City Administrator has submitted a budget to this governing body in compliance with the requirements of the state; and

**WHEREAS**, the City Council has reviewed potential financing sources and established priorities for the allocation of resources to the 2023 programs and services.

**NOW, THEREFORE, be it RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
WORTHINGTON, MINNESOTA:**

1. The 2023 fund budgets submitted, and herin summarized are approved.
2. The Capital Improvement Program, Equipment Revolving Schedules and Reserves/Designated Balances related to these adopted budgets are approved as part of the budget.
3. The attached sums are hereby appropriated for each fund.

(SEAL)

CITY OF WORTHINGTON

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

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

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
101	GENERAL FUND	<u>\$2,775,913</u>	<u>\$4,026,188</u>	<u>\$3,399,078</u>	<u>\$10,201,179</u>

SPECIAL REVENUE FUNDS:

202	Memorial Auditorium	\$176,899	\$0	\$165,338	\$342,237
211	WRH	0	0	3,302,691	3,302,691
213	Sales Tax Revenue	0	0	2,710,000	2,710,000
214	Event Center	0	0	58,824	58,824
229	Recreation	1,915,135	85,000	601,731	2,601,866
231	Economic Development Authority				
	Levy, Tax Abatement & EDA Levy	188,478	0	90,750	279,228
232	Wgtn EDA	96,500	0	6,500	103,000
233	Private Develop Assist Spending Plan	<u>0</u>	<u>0</u>	<u>1,540,000</u>	<u>1,540,000</u>
TOTAL SPECIAL REVENUE FUNDS		<u>\$2,377,012</u>	<u>\$85,000</u>	<u>\$8,475,834</u>	<u>\$10,937,846</u>

DEBT SERVICE FUNDS:

321	Permanent Improvement	\$0	\$0	\$251,018	\$251,018
347	'10A PIR Bond	36,545	0	33,355	69,900
348	'12A PIR Bond	23,363	0	146,607	169,970
350	'16A PIR Bond	143,413	0	107,425	250,838
351	'19A G.O. Bond	<u>772,452</u>	<u>0</u>	<u>169,166</u>	<u>941,618</u>
TOTAL DEBT SERVICE FUNDS		<u>\$975,773</u>	<u>\$0</u>	<u>\$707,571</u>	<u>\$1,683,344</u>

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
CAPITAL PROJECT FUNDS:					
401	Improvement Construction	\$400,000	\$1,347,000	\$642,233	\$2,389,233
409	Municipal Building	0	0	250	250
419	TI District #7	0	0	1,554,000	1,554,000
425	Okabena Estates	0	0	29,199	29,199
426	CCSI Redevelopment	0	0	45,025	45,025
428	New Castle Townhomes Project	0	0	3,656	3,656
431	Aquatic Center	32,035	0	6,122,000	6,154,035
433	Hotel TIF	0	0	31,936	31,936
434	Northland Mall TIF	0	0	141,000	141,000
435	Grand Terrace TIF	0	0	3,010	3,010
436	Hotel Thompson TIF	0	0	33,000	33,000
437	Cemstone Redevelopment	0	0	150	150
TOTAL CAPITAL PROJECT FUNDS		<u>\$432,035</u>	<u>\$1,347,000</u>	<u>\$8,605,459</u>	<u>\$10,384,494</u>
ENTERPRISE FUNDS:					
606	Storm Water	\$0	\$0	\$871,898	\$871,898
607	Street Lighting	0	0	269,500	269,500
609	Liquor	0	0	5,719,830	5,719,830
612	Airport	0	683,455	480,061	1,163,516
TOTAL ENTERPRISE FUNDS		<u>\$0</u>	<u>\$683,455</u>	<u>\$7,341,289</u>	<u>\$8,024,744</u>
702	DATA PROCESSING FUND	<u>\$0</u>	<u>\$0</u>	<u>\$399,235</u>	<u>\$399,235</u>
TOTAL 2023 BUDGET		<u><u>\$6,560,733</u></u>	<u><u>\$6,141,643</u></u>	<u><u>\$28,928,466</u></u>	<u><u>\$41,630,842</u></u>

Adopted by City Council of the City of Worthington, Minnesota this 12th day of December, 2022.

(SEAL)

\_\_\_\_\_  
Mayor

City Clerk



December 7, 2022

Management, Honorable Mayor and City Council  
City of Worthington  
Worthington, Minnesota

We are pleased to confirm our understanding of the services we are to provide City of Worthington (the City) for the year ended December 31, 2022.

### Audit Scope and Objectives

We will audit the financial statements of the the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the City as of and for the year ended December 31, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of Funding Progress, Employer's Share of Net Pension Liability and Employer's Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of Expenditures of Federal Awards
- 2) Combining and Individual Fund Financial Statements and Schedules
- 3) Summary Financial Report - Revenues and Expenditures for General Operations - Governmental Funds

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information. The Statistical Section is required to be presented when a Annual Comprehensive Financial Report (ACFR) is issued.

- 1) Introductory Section
- 2) Statistical Section

#### Edina Office

5201 Eden Avenue, Ste 250  
Edina, MN 55436  
P 952.835.9090

#### Mankato Office

100 Warren Street, Ste 600  
Mankato, MN 56001  
P 507.625.2727

#### Scottsdale Office

14500 N Northsight Blvd, Ste 233  
Scottsdale, AZ 85260  
P 480.864.5579

Lighting the path forward

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity GAAP, and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on-

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

#### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.





We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning, however, it should be noted that our planning procedures are not concluded and therefore additions or modifications may be made to the below significant risks:

- Management Override of Controls
- Improper Revenue Recognition

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

#### **Audit Procedures - Internal Control**

We will obtain an understanding of the City and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.





## Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

## Other Services

We will also prepare a general ledger trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information in the general ledger into a working trial balance. We will also assist with entries to convert from the modified accrual basis of accounting to the full accrual basis of accounting for long-term assets, long-term liabilities, and related deferred inflows of resources, deferred outflows of resources, revenues and expenses from information provided by management. We will also use the financial statements to complete the Data Collection Form for Reporting on Audits of States, Local Governments and Non-Profit Organizations. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the results of the services, the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.



## **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. You are also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts and grant agreements, and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the City complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance, it is your responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on April, 2023.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Abdo, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.



You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are also responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. You are also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is your responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide electronic copies of our reports to the City; however, you are responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.





The audit documentation for this engagement is the property of Abdo and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any Regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Abdo's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Regulator. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in approximately April, 2023, and to issue our reports no later than June 30, 2023. Thomas J. Olinger, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be as follows:

Audit	\$ 40,000
Single Audit (per major program)	<u>4,000</u>
Total	<u>\$ 44,000</u>
GASB 68 & 75 Implementation (if required)	\$ 1,000

There have been several new accounting standards issued in recent years which will begin taking effect in the current and following years. These new standards may require substantial changes to your financial statements. We will review with you during the planning stage and if changes are substantial and you would like our firm to complete this work we will agree at that time to a separate fee and engagement to complete that work.

The newest standard that will have an effect on your City that is effective for this year's financial statement is GASB's Accounting Standards number 87 - Accounting for Leases. This new standard is effective for fiscal years starting after June 15, 2021. Given this new standard will have an effect on your financial statements, there will be additional time spent to adopt this standard in year one. We will assist management with the implementation of this standard and anticipate that our non-recurring implementation fee for these procedures is estimated to be \$2,000. In addition, Abdo has partnered with a lease accounting software known as "LeaseCrunch" to assist in the implementation of the new standard and to be utilized on an ongoing basis to ensure you are in compliance with the new standard post-implementation. The cost of this service is a discounted price of \$78 per lease that is in the "LeaseCrunch" system and is billed directly to Abdo from LeaseCrunch on an annual basis. Abdo will bill you the same amount charged from LeaseCrunch based on the number of leases in your account. Abdo plans to utilize this software as part of our procedures and Abdo can either enter information into the system for you to review or we can give you access to the system to input your own lease data for which we will review and ensure it is correct. We will discuss this with you as part of our planning procedures.

In an effort to reduce environmental impact, you will receive printable, downloadable PDFs of your report. To receive one (1) paper report, you will be charged \$150 for a set-up fee. Additional paper copies will be charged at the rate of \$50 per report.



You may also be billed for travel and other out-of-pocket costs such as, typing, postage, etc. if not included in the fee listed above. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Amounts not paid within 30 days from the invoice date will be subject to a late payment charge of .66 percent per month (8 percent per year). If for any reason the account is turned over to collections, additional fees will be added to cover collections cost. In accordance with our Firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Except in the event of your failure to make a payment when due, in the event of a dispute related in any way to our services, our Firm and you agree to discuss the dispute and, if necessary, to promptly mediate in a good faith effort to resolve. We will agree on a mediator, but if we cannot, either of us may apply to a court having personal jurisdiction over the parties for appointment of a mediator. We will share the mediator's fees and expenses equally, but otherwise will bear our own attorneys' fees and mediation cost. Participation in such mediation shall be a condition to either of us initiating litigation. In order to allow time for the mediation, any applicable statute of limitations shall be tolled for a period not to exceed 120 days from the date either of us first requests in writing to mediate the dispute. The mediation shall be confidential in all respects, as allowed or required by law, except our final settlement positions at mediation shall be admissible in litigation solely to determine the prevailing party's identify for purposes of the award of attorneys' fees. In the event you fail to make a payment for services or to reimburse for costs advanced by the Firm on your behalf, the Firm reserves the right to take all legally permissible action, including commencement of litigation in lieu of mediation, and shall have the right to collect its costs, including reasonable attorney's fees, incurred in any such collection or litigation activities.

Should the City of Worthington desire to employ the Firm's partner(s) or employee(s) involved in the performance of any audit, review or attest service for or relating to the City at any time during the then current fiscal year of the City up to and including the date of the audit report for that year, or in the twelve months preceding the audit report date for the immediately preceding year, it must have the written consent of the Firm to enter into an employment contract with the Firm partner or employee. Should the Firm agree to such arrangement, the agreement will include a payment equal to 200% of the partner or employee's current annual salary.

Professional and certain regulatory standards require us to be independent, in both fact and appearance, with respect to the City in the performance of our services. The City shall not, during the term of this agreement and for the twelve months following its termination for any reason, without the prior written consent of the Firm, solicit for employment, or hire any current or former partner or professional employee of the Firm, or any affiliate thereof, if such partner or professional employee has been involved in the performance of any audit, review, or attest service for or relating to the City at any time during the then current fiscal year of the City up to and including the date of the audit report for that year, or in the twelve months preceding the audit report date for the immediately preceding year.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.



We have the right to withdraw from this engagement, at our discretion, if you do not provide us with any information we request in a timely manner; refuse to cooperate with our reasonable requests or misrepresent any facts; we have reason to believe you may have engaged, or may be planning to engage, in conduct that is unethical and/or unlawful; you engage in conduct directed toward or affecting firm personnel that is disrespectful, inappropriate, and/or potentially unlawful; or we determine that continuing the engagement is not in the best interests of the firm or threatens legal or reputational harm to the firm. In the event of withdrawal under any of these circumstances, such withdrawal will release us from any obligation to complete your report and will constitute completion of our engagement.

## Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Management, Honorable Mayor and City Council. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2020 Peer Review Report accompanies this letter.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please electronically sign this letter.

Sincerely,



Abdo

## RESPONSE:

This letter correctly sets forth the understanding of the **City of Worthington**.

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

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







## REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

November 10, 2020

To the Partners of  
Abdo, Eick and Meyers, LLP  
and the Peer Review Committee of the Nevada Society  
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Abdo, Eick and Meyers, LLP (the firm) in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; audits of employee benefit plans, and an audit performed under FDICIA.

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As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Abdo, Eick and Meyers, LLP in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Abdo, Eick and Meyers, LLP has received a peer review rating of *pass*.

A handwritten signature in cursive script that reads "Brady Martz".

Brady Martz and Associates, P.C.

Make Every Day Count | [www.bradmartz.com](http://www.bradmartz.com)



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

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

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

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

**Section I.**

The Worthington City Code, Title III, Chapter 30, General Provisions, Section 30.01 Council Meetings shall be amended as to read as follows:

Regular meetings of the Council shall be held on the second and fourth Mondays of each month at ~~7:00 p.m.~~ 5:30 p.m. in the Council Chambers of City Hall. Special meetings of the Council may be called by the Mayor or any two members of the Council upon at least 72 hours-notice to each member of the Council. Such notice shall be delivered electronically to each member or in writing and delivered personally to each member or left at his or her usual place of residence with some responsible person. Provided, however, that notice of a special meeting may be waived when a written waiver of notice has been signed by all members of the Council and provided further that such written waiver contains a general listing of all items of business to be transacted at such meeting.

**Section II.**

Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of \_\_\_\_\_ 202\_\_

Dated this \_\_\_\_\_

Mindy Eggers, City Clerk  
City of Worthington

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

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

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

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

**Section I.**

The Worthington City Code, Title III, Chapter 30, General Provisions, Section 30.06 Salaries of Mayor and Council Members shall be amended as to read as follows:

Pursuant to the provisions of Charter .01 and in accordance with M.S. 415.11, as it may be amended from time to time, compensation for the Mayor and Council Members is hereby fixed as follows:

- (A) Mayor's salary .....\$10,000 per year
- (B) Council Member's salary .....\$6,000 per year
- (C) ~~Extra meeting compensation.....\$50 per day~~  
Extra meeting compensation.....\$100 per meeting
- (D) Expenses .....Not to Exceed daily maximum set by Council

**Section II.**

Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of \_\_\_\_\_ 202\_\_

Dated this \_\_\_\_\_

Mindy Eggers, City Clerk  
City of Worthington



CITY OF WORTHINGTON 303 NINTH STREET, PO Box 279 WORTHINGTON, MN 56187  
TELEPHONE: (507) 372-8600 FAX: (507) 372-8630 www.ci.worthington.mn.us

## City of Worthington Residential Property Tax Abatement Program

### Purpose

The purpose of the City of Worthington Residential Property Tax Abatement Program is to incentivize the development and construction of new single and multi-family residential housing units within the City.

### Tax Abatement Authorization

Minnesota Statute 469.1813 grants authorization to the City to abate taxes imposed by the City on a parcel of property if:

- It expects the benefits to the City to at least equal the costs to the City, and
- It finds that doing so is in the public interest because it will:
  - Increase or preserve tax base, or
  - Help redevelop or renew of blighted areas.

In any year, the total amount of property taxes abated by the City may not exceed (a) ten percent (10%) of the net tax capacity of the City, or (b) \$200,000, whichever is greater.

### Eligible Participants

Any person who constructs a new single or multi-family residential housing unit. Any person that submits an application to the City between January 1, 2023 and December 31, 2027 and receives formal approval by the City of Worthington may be eligible to receive 100% percent tax abatement of the City's share of increased property taxes ("Captured Tax Capacity") resulting from construction of the newly built residential unit(s). The tax abatement shall be limited to five consecutive years provided all of the following conditions are met:

1. The property is located within the corporate limits of the City of Worthington,
2. The applicant shall not have received other local financial assistance of Tax Increment Financing or, Workforce Housing. The Council may approve or reject tax abatement on an individual basis if other local incentives or assistance have been granted,
3. The project is constructed in conformance with all applicable building and zoning codes adopted at the time the building permit is issued and/or construction begins,
4. Property taxes are current and paid in full,
5. Program approval is obtained prior to the start of construction, and
6. Construction shall commence within twelve (12) months of approval of the application.

The abatement will remain with the property owner of record as of December 31 of each eligible year throughout the five-year abatement period.

The abatement does not apply to or include existing or new assessments to the property.

### Calculation of the Abatement

Prior to new development, the City's Directors of Finance and Community Development shall determine the current tax capacity of the property. This shall be known as the "*Original Tax Capacity*". After the property has been developed in accordance with the above guidelines and increases in value, the increase above the original tax capacity is captured. The tax abatement shall be based on the "*Captured Tax Capacity*".

The abatement shall be calculated each eligible year based on the property's taxable market value less the original tax capacity (equals the Captured Tax Capacity) multiplied by the City's current tax rate.

The first year of abatement shall commence once the City Building Official has determined that the project is complete and the Nobles County Assessor has assessed the property at the full estimated market value thereby enabling calculation of the captured tax capacity.

The City of Worthington shall issue the abatement payment to the property owner of record upon payment in full of annual real estate taxes and the City's receipt of property tax settlement from Nobles County. One single payment shall be made to the owner of record at the time of annual payment. Payment shall be issued no later than December 31 or within 30 days of receipt of the City's tax settlement from Nobles County, whichever occurs later, for that calendar year.

### **Application**

Minnesota Statutes require the City to approve each application. The acceptance of applications is contingent upon City Council approval and all applicable statutory requirements at the time of consideration.

A completed application shall include the following:

- A letter requesting property tax abatement addressed to the City's Director of Community Development,
- A completed application form, and
- A site plan and construction plan for the proposed project.

Applications shall be submitted to:

City of Worthington  
303 9<sup>th</sup> Street, PO Box 279  
Worthington, MN 56187.

Upon receipt of a completed application, the City will schedule a public hearing before the City Council for their consideration. If approved, the City Council will pass a resolution detailing the abatement program and authorize Staff to enter into a tax abatement agreement with the applicant.



November 29, 2022

Southwest Minnesota Council of Mayors

VIA EMAIL

Mayors,

Thank you for your inquiry regarding legislative services for the 2023 legislative session. This letter serves as a proposal for Flaherty & Hood, P.A. to provide services related to the Southwest Minnesota Council of Mayors proposal to create a pilot program targeted at workforce development in southwest Minnesota.

**Scope of Services**

In order to successfully secure passage of your workforce development pilot program, Flaherty & Hood staff will assist the Council with the following legislative activities:

- Developing and executing a legislative strategy
- Drafting necessary legislation and amendments
- Securing bill authors
- Direct lobbying of committee chairs, key legislators, and the Walz Administration
- Creation of handouts and other materials for committee hearings
- Monitoring progress of the omnibus bill through the legislative process
- Coordinating testimony at legislative hearings

**Project Management and Costs**

Senior Lobbyist Erik Simonson will have day to day responsibility for advancing the project and will be assisted by firm members Scott McMahon and Bradley Peterson. Mr. Peterson will have ultimate responsibility for service delivery on behalf of the Firm. Other staff will be available to assist as needed.

Total fee for service would be \$25,000 to be distributed amongst the participating cities on a basis which they shall agree on. Once each city's contribution is determined and communicated to Flaherty & Hood and the Firm will invoice each city separately in February of 2023.

Term of services would commence upon approval of this agreement and would run through December 31, 2023.

By entering into this agreement, the cities understand that Flaherty & Hood, P.A. represents other clients seeking funding from the state legislature generally, and in the area of jobs and economic development specifically. Flaherty & Hood advocates for each client's interest strenuously on its own merits. We do not believe that there is any conflict between our representation on this issue and any of our clients that may be seeking funding from the legislature. If we believe a conflict has arisen, we will immediately be in touch with both clients and seek to resolve the conflict to the satisfaction of both parties.


**Conclusion**

Flaherty & Hood, P.A. is pleased to provide legislative services to Southwest Minnesota Council of Mayors for the 2023 session and we are confident that we can have a significant impact in advancing your interests.

If the proposal contained in this letter meets your approval, please include the signatures of the mayor of each participating city.

Very truly yours,

**FLAHERTY & HOOD, P.A.**

By:   
Bradley Peterson, Shareholder Attorney

SW Council of Mayors:

_____ Mayor	_____ City
_____ Mayor	_____ City
_____ Mayor	_____ City
_____ Mayor	_____ City
_____ Mayor	_____ City
_____ Mayor	_____ City
_____ Mayor	_____ City

**PUBLIC WORKS MEMO**

**DATE: DECEMBER 8, 2022**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

**CONSENT CASE ITEM****1. 2023 HANGAR LEASE RATES – WORTHINGTON MUNICIPAL AIRPORT**

The Airport Advisory Board, at their December 1<sup>st</sup>, 2022 meeting, reviewed and recommended that there be no rate change in 2023 for leasing a hangar at the Worthington Municipal Airport. The Airport Advisory Board feels that no increase is needed at this time.

At this time seventeen of the twenty-two available hangars are currently rented for a 77% occupancy rate. Full occupancy would result in an annual revenue of \$31,669.88.

**Staff is requesting Council approval for the 2023 hangar lease rates.**

**CASE ITEMS****1. ADOPT RESOLUTION ACCEPTING PARK BENCH DONATION**

The Park and Recreation Advisory Committee has received one request to place a bench in a city park. The request is:

- Scott Carlson to place a bench in Chautauqua Park in memory of Ladonna Carlson.

The application and resolution accepting the donation of the bench is included as ***Exhibit I***. The donation meets all the requirements as set forth in the Park Donation policy adopted by City Council. The Park and Recreation Advisory Board recommends the City Council accept the donation.

**Council action is requested to adopt the resolution accepting the donation of a park bench as presented, and authorize the Mayor and City Clerk to sign any necessary agreement.**

**2. YMCA 2023 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT**

The City of Worthington contracts with the Worthington Area YMCA to promote, manage and operate the City's summer youth recreation programs for its residents. The Park Advisory Board at their December 6th, 2022 meeting unanimously approved a

motion to enter into an agreement with the YMCA for 2023.

Attached is the agreement (***Exhibit 2***) commencing on January 1, 2023 and terminating on December 31, 2023. The management fee paid by the City of Worthington to the YMCA for 2023 is \$61,320.00, a 5% increase over 2022, to be paid in twelve monthly installments.

**Council action is requested to approve the 2023 YMCA agreement**

### 3. **YMCA SUMMER PROGRAM FEES**

The Park and Recreation Advisory Board, at their December 6th, 2022 meeting, reviewed and endorsed the proposed 2023 YMCA summer program fees, included as ***Exhibit 3***. The programs include the YMCA's Fun and Adventure Day Camp and Summer Sports Programs. The YMCA proposes a 15% increase to the 2022 Day Camp fees and a \$10 increase to the Summer Sports Programs fees.

**Council action is requested to approve the YMCA Summer Program Fees.**

### 4. **AMEND OPERATING AGREEMENT WITH WORTHINGTON YMCA AND SET DAILY FEES**

The Park and Recreation Advisory Board, at its December 6th, 2022 meeting discussed the Worthington Aquatic Center Operating Agreement (***Exhibit 4***) between the Worthington YMCA and the City of Worthington. This agreement, that was approved in October of 2008, sets the parameters of how the YMCA shall operate the Aquatic Center. In paragraph 5 of the agreement, there is language regarding how the daily rates shall be set for use of the pool area. One portion of the paragraph 5 distinguishes that there shall be a separate rate for residents of Worthington and a separate rate for non-residents of Worthington. The YMCA has had discussions with staff regarding this residency issue and would like councils' consideration on amending this portion of the agreement. The YMCA feels that there should be only one rate for everyone, regardless of residency.

The YMCA would also like councils' consideration on raising the daily fees. These fees have not been increased since 2008 and do to increased cost, they feel that there needs to be an adjustment. The proposed fee increases are as follows:

	2022 Fees	2023 Proposed Fees
Youth	\$4.00	\$5.00
Adult	\$8.00	\$10.00
Family	\$14.00	\$20.00

The Park and Recreation Advisory Board unanimously approved the proposed amendment to the Operation Agreement and the proposed 2023 fee increase.

**Council action is requested.**

### 5. **APPROVE BOLTON AND MENK AIRPORT WORK ORDER NO. 4 AND WORK ORDER NO. 5**



At its May 13, 2019 meeting, City Council approved a master services agreement with the firm of Bolton and Menk for identified airport projects that are initiated within five years of the above date. The approval of the master agreement followed an open consultant selection process as required by the Federal Aviation Administration (FAA). The master services agreement establishes the terms and conditions that may be common to all airport projects undertaken by the firm. Work Orders address the scope of services and any other specific terms relating to specific projects.

BMI is proposing a Work Order No. 4 and Work Order No. 5 (*Exhibit 5 and 6*).

Work Order No. 4 includes:

- Design, bid and construction services to replace the Runway End Identifier Lights (REILS) on Runway 11 and Runways 18/36 at a cost of \$26,000.00. The cost to the Airport would be 5%, which comes to \$1,300.00.

Work Order No. 5 includes:

- Design, bid and construction services to do Bituminous Pavement Maintenance on the apron area at a cost of \$21,000.00. The cost to the Airport would be 5%, which comes to \$1,050.00.

**Council Action is requested to approve Bolton and Menk Work Order No. 4 and Work Order No. 5.**

## 6. **AIRPORT AGRICULTURE LEASE AMENDMENT**

In March of 2021, the Worthington City Council approved a 2 year Ag Land lease with Mr. Tom Martin. That lease, for the years 2021 – 22, is now ready to expire. City staff has been in contact with Mr. Martin, gauging his interest, in renewing our agreement at the current rate of \$277 per/acre. He has indicated that he would be more than willing to renew his lease at its current terms. After discussions with our City Attorney, it was concluded that we could amend the lease to include an automatic yearly renewal. The City Attorney then drafted this proposed amendment (*Exhibit 7*). City staff discussed this proposed amendment with the Airport Advisory Board at their December 1st, 2022 meeting and it was unanimously approved to extend this lease with Mr. Martin. Airport staff would like Council to be aware that Mr. Martin has been very timely with the lease payments and has done an excellent job of maintaining our airport property. Staff highly recommends that we continue our lease with Mr. Martin.

**Council action is requested to approve the amendment to the Airport Ag lease and have the Mayor and City Clerk sign the agreement.**

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

**A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY**

WHEREAS, the City of Worthington has been notified that *Scott Carlson*, hereinafter “Donor” desires to donate personal property to the City; and

WHEREAS, Donor has placed the following restrictions upon gift: The bench will be placed at the Chautauqua Park; and

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).

CITY OF WORTHINGTON

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

\_\_\_\_\_  
Mindy Eggers, Its Clerk

## CITY OF WORTHINGTON PARKS, MULTI USE PATHS AND RECREATION MEMORIAL DONATION APPLICATION

Name of Donor: Scott Carlson Family

Address of Donor: 38790 310<sup>th</sup> st

Phone Number: Work: Home: Fax: 507-329-5204

Email: \_\_\_\_\_

Description of Donation: In loving memory of  
LaDanna Carlson. She helped to give  
the gift of Scouting to the youth of  
Worthington

Location of Donation: Chautauque Park  
by lake Old Scout Cabin.

Wording for Memorial Acknowledgment (if any): \_\_\_\_\_

*All applications shall be accompanied with a letter describing the donation and how the proposed donation meets the applicable criteria outlined in the City Parks, Multi Use paths and Recreation Memorial Donation Policy.*

I have read and understand the Memorial and Donation Policy.

Donor: Scott Carlson Date: Nov 30, 2023  
Sign and Print Both

Donor: Scott Carlson Date: Nov 30, 2023  
Sign and Print Both

**CITY OF WORTHINGTON-WORTHINGTON AREA “Y” AGREEMENT**

This agreement made this 12th day of December, 2022, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, with offices at 303 Ninth Street, P.O. Box 279, Worthington, MN 56187, hereafter referred to as “City”; and the Worthington Area “Y”, a nonprofit corporation organized under the laws of the State of Minnesota with office at 1501 Collegeway, Worthington, MN 56187, hereinafter referred to as the “Y”.

Whereas, the City desires to hire the “Y” to promote and manage the City’s summer youth recreation programs for its residents to include but not limited to; tennis, track and field, baseball, girls’ softball, soccer and fun and adventure camp through the provision of staff and all related materials needed to provide for the City’s summer youth recreational programs; and

Whereas, the “Y” has the expertise in promoting, managing and operating such programming;

Now therefore, in consideration of the mutual promises set forth herein it is agreed by and between City and the “Y” as follows:

1. The “Y” shall be responsible:
  - a. To promote, manage and operate the City’s summer youth recreation program.
  - b. To review with the City’s Park and Recreation Advisory Board and City Council, the proposed summer recreation program to be offered for 2023, prior to the distribution of any promotional materials. This shall include, at a minimum, detailed description of program offering, start/end date, location site for each program, program fees and hours of each program.
  - c. To develop, promote, manage and operate summer programs to include tennis, track and field, baseball, girls’ softball, soccer and fun and adventure camp program. These programs have been a part of previous agreements.
  - d. To develop, promote, manage and operate new youth program offerings which have not been a part of previous agreements.
  - e. To develop and distribute a summer recreation brochure, exclusively, detailing the City’s summer recreation programs, registration requirements, fee and a detailed description and schedule of program activities. This shall be completed by distributing brochures within School District 518 Prairie Elementary and Middle School, St. Mary’s Catholic School and Worthington Christian School. The brochure shall also be a part of the YMCA’s summer promotion brochure distributed through the local media.
  - f. To arrange for the locations for each program.

- g. To actively promote participation in the summer recreation programs.
  - h. To locate, interview and hire adequate qualified personnel. The personnel shall be employees of the "Y".
  - i. To purchase and provide all supplies needed to operate the summer programs.
  - j. To provide, at the end of the season, a detailed report of registration and attendance for each program offering.
2. City shall be responsible:
- a. To make available the Centennial softball diamonds for the softball and baseball programs.
  - b. To provide a truckster with ball field groomer/leveler for the "Y" to prepare ball fields for baseball/softball youth programs. City will be responsible for all maintenance and fuel costs for the unit.
  - c. The City agree to maintain the Centennial softball diamonds for the summer youth programs offered at the facilities. Maintenance to include miscellaneous repairs to the outfield lighting, the addition of ag-lime to the infields as required, mowing, trimming and general maintenance of the turf areas and needed repairs to the security fences.
3. Program fee structure: the "Y" will be responsible to establish the participation fee for each program. The annual fee structure will be presented to the City for approval.
4. The "Y" and the City agree to work cooperatively with organized sports teams who desire to use City recreational facilities to insure the team(s) do not interfere with the organized summer youth programs. The City and the "Y" agree a fee may be collected by either party from each organized sport activity which utilizes City facilities to offset any costs incurred by either party.
5. Insurance
- a. The "Y" shall maintain occurrence-based general liability insurance covering claims for bodily or personal injury, and property damage and limits of not less than \$ 1,000,000 each claim and \$ 2,000,000 each occurrence. Each CGL policy shall name the City as an additional insured.
  - b. The City shall provide liability coverage of the same requirements applicable to the "Y". Alternatively, the City may provide equivalent liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT), using standard LMCIT coverage's. Said coverage shall be in the minimum amount not to exceed the maximum liability applicable to municipalities under Minnesota Statutes, Section 466.04, Subd. 1, as amended. The "Y" shall be added as an additional insured to the City's coverage so as to comply with the

City's defense and indemnification obligations in this agreement. Notice of cancellation shall be provided to the Y in accordance with policy terms.

- c. Each party shall insure its own personal property.
  - d. The "Y" shall maintain workers' compensation insurance in compliance with all statutory requirements of the State of Minnesota.
  - e. Each policy shall be endorsed to provide that it shall not be canceled, non-renewed, or materially changed unless at least thirty (30) days' prior written notice of cancellation or change is given to either party.
  - f. All policies shall be written by a reputable insurance company with a current AM Best Rating of A-V-II or better, and authorized to do business in Minnesota.
  - g. Certificates evidencing such insurance shall be delivered to the other party prior to the Commencement Date.
  - h. The City waives all claims against the "Y" for damage to the City's buildings, facilities or real property to the extent that such damages are covered by the City's insurance.
  - i. The "Y" shall defend and indemnify the City and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the City may incur as a result of the "Y"'s performance or failure to perform under this agreement, to the extent that such claims arise from or are caused by the "Y"'s negligence or misconduct. The City shall defend and indemnify the "Y" and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the "Y" may incur as a result of the City's performance or failure to perform its obligation under this agreement, to the extent that such claims arise from or are caused by the City's negligence or misconduct.
6. This is a twelve-month agreement commencing on the first day of January 2023 and terminating the 31<sup>st</sup> day of December, 2023. City Council appropriation of financing for similar programs for subsequent years shall not be considered an indication the city's intent to extend or renegotiate the contract. The "Y" shall submit program and contract proposals for annual review or revision of contracted services by August 1, 2023.
7. In consideration of services to be provided by the YMCA in accordance with this agreement, the City agrees to pay a management fee of \$ 61,320.00 to the YMCA. The management fee shall be paid in twelve equal monthly installments by the end of month.
8. The City also agrees the "Y" shall be the recipient of 100% of the program fees collected for each activity promoted as the City's summer youth recreation program.

9. The "Y" agrees it shall be responsible for 100 percent of the expenditures, to include but not limited to, staff salaries, promotion materials and program expenditures for youth program offerings promoted by the YMCA and approved by the City as a city youth recreation activity.
10. The City agrees to share in the expense of the actual documented cost for any new program offerings agreed upon and approved between the City and the "Y". The share shall be based upon the difference between the actual expenditure less revenue collected for each new program offering at the rate of a 50/50 split.

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Mayor

---

President of YMCA Board  
Of Directors

---

Date

---

City Clerk

---

YMCA Executive Director

---

Date



## 2023 Summer Programs

The Worthington Area YMCA is asking for a 15% price increase for Day Camp and a \$5 increase for sports programs in 2023. City Partnered Programs include: Day Camp, Girls' Softball, Track & Field and Tennis.

*Day Camp	2022 Prices	15% Proposed Rates:	
All Summer	\$662.00	\$761.30	\$760
All Summer, Early Drop-off	\$149.00	\$171.35	\$170
All Summer, Late Pick-up	\$149.00	\$171.35	\$170

	2022 Prices	2023 Proposed
Girls' Softball	\$ 45.00	\$ 55.00
Track & Field	\$ 45.00	\$ 55.00
Tennis	\$ 45.00	\$ 55.00
Soccer Camp	\$ 50.00	\$ 60.00
Volleyball Camp	\$ 50.00	\$ 60.00
Basketball Camp	\$ 50.00	\$ 60.00

\* Need to hire a Day Camp Coordinator

\* Lower ratios due to Insurance recommendations





## YMCA Summer Recreation Total Program Registration & Attendance Report

<u>Program</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Day Camp	50	61	50	265	226
*2020-2022 Counted by total participants and not by number of registrations as in 2014-2019.					
*Insurance ratios lowered counselor to camper ratio in 2022					
Tennis	36	25	16	39	21
Track	23	19	15	46	47
Girls' Softball	15	17	0	14	11
Basketball Camp	21	25	0	33	36
Volleyball Camp	39	33	0	34	57
Soccer Camp	31	24	NA	NA	NA
Total	215	204	81 (Covid)	431	398

## Swimming Programs Total Program Registration

<u>Program</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Parent/Child	46	29	10	14	25
Preschool 1	76	56	6	36	44
Preschool 2	54	39	19	30	21
Stage 1	87	67	13	33	76
Stage 2	58	69	12	56	78
Stage 3	68	63	26	64	71
Stage 4	80	34	19	36	33
Stage 5	37	18	6	16	16
Stage 6	26	7	6	4	9
Private Lessons	19	26	11	21	51
Semi-Private Lessons	30	19	11	15	10
Adult Lessons	0	3	0	0	5
Stingrays Swim Team	68	53	50	66	58
Swim Team Preseason	0	20	18		
Swim Team Camp	14	31	29		
Mini Stingrays Academy	31				
Lifeguard Training	19	14	12	11	23
Total	713	427	139	325	434

## OPERATING AGREEMENT

THIS AGREEMENT is entered into this 13th day of October, 2008, by and between the City of Worthington, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "City", and the Worthington Area YMCA, a nonprofit corporation organized under the laws of the State of Minnesota, hereinafter referred to as "YMCA".

WHEREAS, the YMCA and the City of Worthington have entered into a Pre-Construction Agreement dated July 14, 2008, and an Amendment to Pre-Construction Agreement, dated September 22, both of which are incorporated herein by reference; and

WHEREAS, the YMCA and MnSCU dba Minnesota West-Worthington have entered into a Ground Lease dated October 7, 2007; and an Amendment thereto dated August 28, 2008, which documents allow the YMCA to sublet a portion of the premises to the City of Worthington both of which are incorporated herein by reference; and

WHEREAS, MnSCU and the YMCA entered into an Operating Agreement dated October 5, 2007, which is incorporated herein by reference; and

WHEREAS, contemporaneous to the execution of this Operating Agreement, the City and the YMCA will execute a Sublease between the parties which provides that the City, following construction, will become the owner of a portion of a Project to be constructed on the Minnesota West- Worthington campus; and

WHEREAS, the portion of the Project to be owned by the City shall be named the "City of Worthington Aquatic Center; and

WHEREAS, the City desires that the YMCA operate the City of Worthington Aquatic Center for the full 40-year term of the Ground Lease which exists by and between MnSCU and the YMCA;

WHEREAS, the City has determined that it is in the financial best interest of the City of Worthington to enter into a long term agreement with the YMCA to provide the same or similar services to the residents of the City as the City currently provides with the outdoor pool; and

WHEREAS, Minnesota Statute § 471.15 et seq. allows the City to enter into agreements with nonprofit organizations to provide recreation, including swimming pools.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREINAFTER CONTAINED, the parties hereto agree as follows:

1. **BINDING AGREEMENT.** It is the intention of the parties hereto that this Agreement shall be binding upon both parties.
2. **MUTUAL CONSIDERATION.** The YMCA agrees to operate the City of Worthington Aquatic Center on behalf of the City at no cost to the City, except for certain capital

expenses as defined below, for as long as the Ground Lease and Operating Agreement between MnSCU and the YMCA remain in force. In exchange for operating the City of Worthington Aquatic Center at no cost to the City, the YMCA is granted permission to utilize the Aquatic Center in part for YMCA purposes as further delineated herein. The City specifically adopts and accepts the Operating Agreement entered into by and between MnSCU and the YMCA and grants permission to the YMCA to utilize the City of Worthington Aquatic Center, along with the YMCA portion of the Facility, in accord with said Operating Agreement.

3. As the YMCA will have the obligation to pay for the operation of the Aquatic Center, the YMCA will retain all revenue derived from the operation of the Aquatic Center. The YMCA will control the use of the pool for programming purposes and have the right to set rules and regulations as to safety and conduct of Aquatic Center users. The YMCA is given the right to allow its members to utilize the Aquatic Center as a part of various categories of YMCA memberships.
4. The YMCA agrees to make the Aquatic Center available to all residents of the City of Worthington and in no case shall a resident of the City be required to be a member of the YMCA in order to utilize the Aquatic Center.
5. Representatives from the City and the YMCA will meet annually and by mutual agreement establish reasonable rates for pool use which will include separate rates for City residents and nonresidents and may provide for daily pool passes; annual pool passes; and/or summer pool passes. At the same time, the YMCA shall also seek input from and provide information to the City concerning pool programming, hours of use, and maintenance shut-down periods. The YMCA will also keep the City advised as to the rates charged by the YMCA for use of the YMCA Facility, including the Aquatic Center.
6. The parties agree and understand that the YMCA will from time-to-time, as Operator of the Aquatic Center, enter into agreements with various organizations, including but not limited to schools, churches; youth groups; families; and businesses to rent portions of the YMCA Facility and the City of Worthington Aquatic Center for private parties; group events; and education, therapy, or exercise purposes.
7. Attached hereto as Exhibit 'D' is a colored illustration of the YMCA portion of the facility; the City portion of the facility; and the shared area of the facility. The only facility expenses, except for insurance, for which the City shall be responsible will be capital expenses for those portions of the facility identified as the City of Worthington Aquatic Center and the Shared Area. The City agrees to pay 100% of the capital expenses in excess of \$1,000.00 for the City of Worthington Aquatic Center portion of the facility. The City agrees to pay 50% of the capital expenses in excess of \$1,000.00 for the Shared Area of the facility. The dollar values set forth in this paragraph shall increase by 2% each calendar year commencing on January 1, 2010. Capital expenses shall include but not be limited to: aquatic play features; filters; heater; pool pump; pool HVAC system components; structural components.

Maintenance expenses (noncapital expenses) shall include but not be limited to the following: pool chemicals; light bulbs; routine maintenance of motors and other pool equipment such as are listed in the OEM manuals. If, and when, such capital expenses arise, the YMCA agrees to notify the City immediately of a request for a specific capital expenditure and a description of same. The City shall not be responsible for any capital expense if it is required due to the sole negligence of the YMCA, its employees, agents, or users of the pool. If there is any question or disagreement between the parties as to whether or not an expenditure is a capital expense; if it is a necessary expenditure; or if the expenditure is the result of negligence, the parties will confer and come to an agreement prior to incurring the expense.

8. As a part of this Agreement, the YMCA will purchase liability insurance in a minimum amount of no less than \$1,000,000.00. The YMCA will include the City of Worthington as an additional insured and further agrees to indemnify the City of Worthington and hold it harmless in connection with all liability caused by the negligent acts or omissions of its employees, contractors, and agents as to the operation of the City of Worthington Aquatic Center.

IT WITNESS WHEREOF, this Agreement has been executed on the date first above stated.

CITY OF WORTHINGTON

WORTHINGTON AREA YMCA

BY: Alan E. Oberloh  
Alan E. Oberloh, Its Mayor

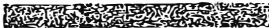
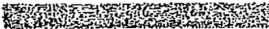
BY: Gordon L. Moore III 10/10/18  
Gordon L. Moore III, Its President

BY: Jahice Oberloh  
Jahice Oberloh, Its Clerk

BY: Andrew P. Johnson  
Andrew P. Johnson, Its Exec. Dir.



CITY OF WORTHINGTON AQUATIC CENTER

 SHARED SPACE  
 YMCA FACILITY

SUB-GRADE PLAN

2ND FLOOR PLAN

GROUND FLOOR PLAN

CITY OF WORTHINGTON AND  
WORTHINGTON AREA YMCA

BKV  
GROUP



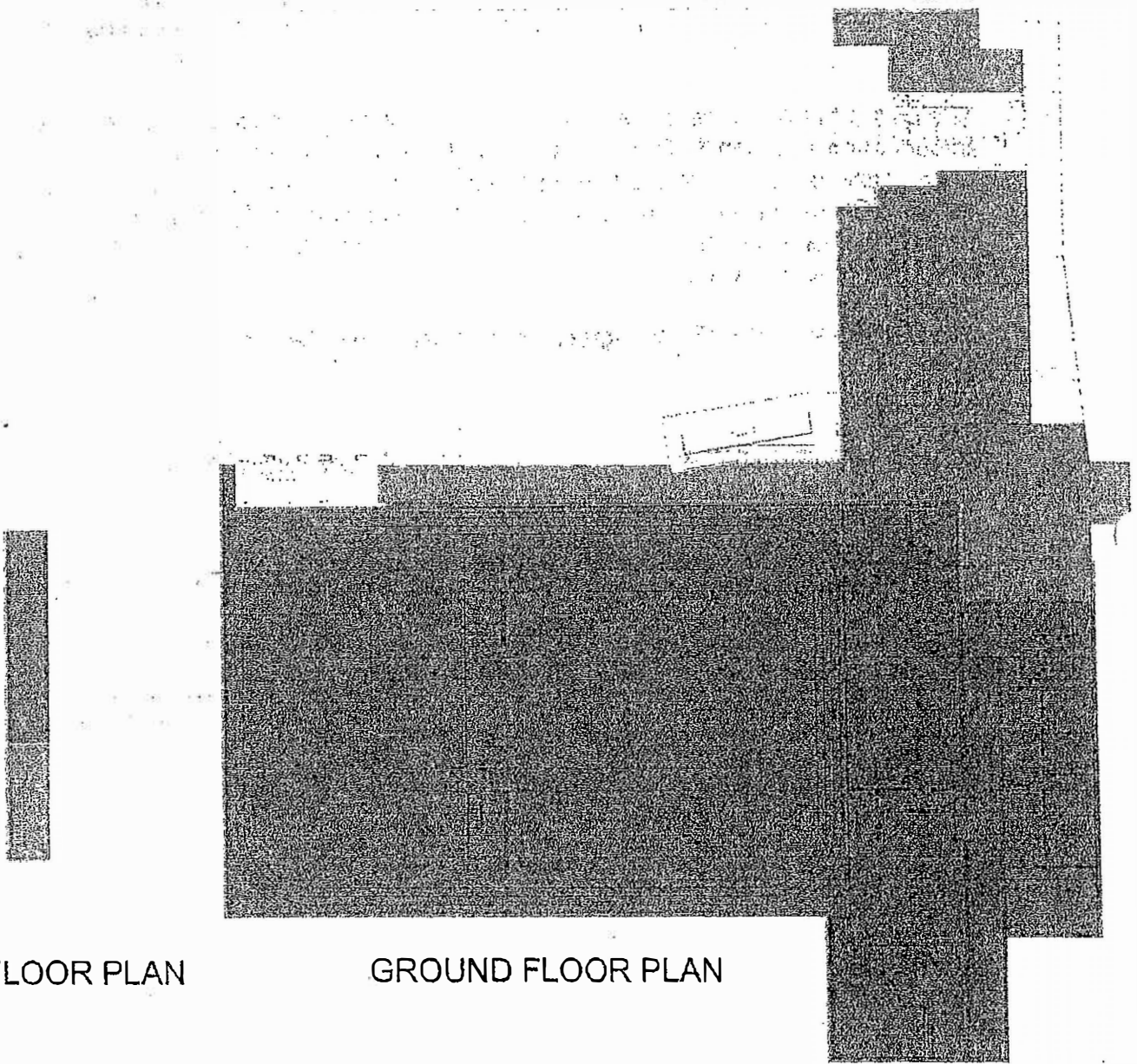
GREEN

CITY OF WORTHINGTON AQUATIC CENTER

SHARED SPACE

YMCA FACILITY

SUB-GRADE PLAN



2ND FLOOR PLAN

GROUND FLOOR PLAN

CITY OF WORTHINGTON AND  
WORTHINGTON AREA YMCA

BKV  
GROUP



**BOLTON  
& MENK**

Real People. Real Solutions.

**GREEN**

7533 Sunwood Drive NW  
Suite 206  
Ramsey, MN 55303-5119

Ph: (763) 433-2851  
Fax: (763) 427-0833  
Bolton-Menk.com

October 27, 2022

Mr. Todd Wietzema  
Airport Manager  
City of Worthington  
303 Ninth St.  
Worthington, MN 56187

RE:     Worthington Municipal Airport (OTG)  
          Runway 11 and Runway 18/36 REIL Replacement  
          BMI Work Order No.4  
          Proposal for Professional Services

Dear Mr. Wietzema,

Bolton & Menk is pleased to submit our proposal for Professional Services for the Runway 11 and Runway 18/36 Runway End Identifier Light (REIL) replacement project at the Worthington Municipal Airport. This will be Work Order No.4 to the Professional Services Contract between the City and Bolton & Menk with an effective date of May 13, 2019.

Our understanding of the project is the City desires to replace the REILS on both runways with new LED versions. The existing REILS are experiencing significant issues and obtaining replacement parts to repair is becoming more difficult and costly.

This proposal will include design, bid, and construction administration services.

**SCOPE OF SERVICES:**

**TASK 1 DESIGN & BID ADMINISTRATION:**

**1.1 Project Scoping**

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor.

Consultant shall coordinate with the Sponsor, FAA, MnDOT, and other applicable agencies to complete the work elements in Task 1.

**1.2 Environmental Documentation**

Consultant will complete a Categorical Exclusion (CATEX) document for the project. Consultant will conduct a site visit and contact various local, state, and federal agencies which may have jurisdiction in the proposed development. The format for this document will follow the



procedures set forth in Federal Aviation Administration (FAA) Order 5050B. Copies of the final document will be distributed to the FAA for review and finding. If there are any impacts which require extensive research, the additional work shall be done under a separate Task Order.

### **1.3 Topographical Survey**

Consultant shall establish survey control for the design survey utilizing existing established control points adjacent to the airport. Nobles County coordinates shall be utilized for the survey. Survey work will include all utilities, pavement center, edges, and intermediate shots, ground shots, lights, signs, drainage structures, and buildings. It is anticipated survey field work will require one trip to the airport. Consultant shall convert the survey data in CAD format for use in design. This will require one field visit by the survey crew.

### **1.4 Construction Safety and Phasing Plan (CSPP)**

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), through FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

### **1.5 Prepare Preliminary Plans, Specifications, and Cost Estimate**

Consultant will prepare preliminary plans. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project.

Consultant will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by FAA specifications.

Consultant will assemble preliminary contract documents including instruction to bidders, proposal, equal opportunity clauses, construction clauses, construction contract agreement, performance bond, payment bond, bid bond, State Requirements, Federal Requirements, bid schedule, wage rates, and general provisions.

Electrical engineering services shall be completed by a qualified subconsultant.

Consultant shall prepare preliminary construction cost estimate.

### **1.6 Final Plans, Specifications, and Cost Estimate**

Consultant shall submit 90% plans, specifications, and cost estimate to the Sponsor for review. One (1) virtual design review meeting will be held to review the bidding documents and discuss Sponsor comments.

A final set of plans, specifications, and cost estimate will be prepared which incorporates revisions, modifications, and corrections determined during the Sponsors review.

### **1.7 Prepare Advertisement for Bids**

Required advertisement dates, and bidding dates will be established. Consultant will submit a copy to the Sponsor for distribution to local and selected publications of the project. The Sponsor shall pay for the associated cost of advertising.



## **1.8 Furnish Bid Documents**

Consultant shall prepare, reproduce, and distribute 10 sets of bidding documents for the project. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). The Consultant shall keep a current list of plan holders and distribute this to interested parties upon request. This task also includes coordination required to facilitate these requests.

## **1.9 Respond to Bidders Questions**

During the bidding process, Consultant will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

## **1.10 Prepare and Distribute Addendums**

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the State. Addenda will be made available to the plan holders either through mail, electronic mail, hand delivering or via facsimile transmission. Any addenda that are generated as a sole result of the Sponsors error or omission will be considered as extra services and Consultant shall be reimbursed for this effort as an amendment to this contract.

## **1.11 Pre-Bid and Bid Opening**

No pre-bid meeting will be scheduled for this project.

Consultant shall attend the virtual bid opening and process the bidding proposals.

## **1.12 Bid Review and Bid Tabulation**

Consultant shall advise the Sponsor as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. Consultant shall input the as-bid unit prices into the spreadsheet and to verify mathematical computations of the bids. Consultant will then provide recommendations to the Sponsor as to the name of the apparent low bidder.

## **1.13 Prepare Recommendation for Award**

Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids submitted. If rejection is recommended, Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made Consultant will distribute the bid tabulations on request of the Sponsor.

## **1.14 Prepare Grant Application**

Consultant shall prepare the Federal Grant Application after project design has been completed and the bids accepted. Consultant shall submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, Consultant will forward copies to the FAA for further processing.

## TASK 2 CONSTRUCTION ADMINISTRATION:

### 2.1 Pre-Construction Meeting

Consultant will arrange for and conduct the pre-construction meeting. The Project Manager and the Resident Project Representative will establish this meeting to review Local, State, Federal Aviation Administration (FAA) and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Sponsor/Owner, MnDOT Aeronautics (if available), Subconsultants, FAA DMA-ADO (if available), Contractor, Subcontractors and utility companies.

### 2.2 Initial Construction Layout

Consultant shall layout proposed construction for the Contractor. This shall require one trip to the airport by the Resident Project Representative.

### 2.3 Prepare Contract Manuals

The Consultant is required to check that the construction contracts are in order, verify Contractor has met DBE goals (or made valid good faith effort), Contractor has provided proof of insurance, the bonds have been completed, and the Owner, Contractor and applicable Agencies has been provided with adequate copies of the executed Contract Manual to include the Agreement and all addenda.

The Plans will be updated to include all addenda items issued during bidding as necessary and adequate copies provided to the Contractor. Clerical will prepare the quantity sheets, field book, testing sheets, construction report format, etc. for use by the RPR.

### 2.4 Construction Management

The Consultant and Sponsor agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of Resident Project Representative Services authorized by the Client. Services shall include interpretation of the plans and specifications, review of pay applications, explanation of bidding documents to contractor, review of field/change orders, and monitoring of certified payroll reports.

### 2.5 Resident Project Representative Services

The Sponsor as part of this agreement authorizes Resident Engineering Services and the Consultant agrees to provide a Resident Project Representative in the execution of the Construction Engineering Services for the project work. The Sponsor and Consultant agree that the Consultant may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

For this Project **Part-Time Resident Project Representative** services will be provided. It is anticipated the Project will be completed within **15 Working Days**. This will involve five (5) trips by the RPR.

Resident Project Representative Services shall be completed in accordance with the following:

- Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods.
- Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
- Evaluate and discuss potential Field Orders and Change Orders with the Contractor as necessary.
- Evaluate possible material substitutions as requested by the Contractor.
- Prepare, process and distribute to Project Engineer weekly Construction Progress and Inspection Reports (FAA Form 5370-1).
- Measure and compute as-built quantities of all materials incorporated in the work and items of work completed and maintain an item record account.
- Prepare periodic Pay Requests for review by the Project Engineer and Contractor.
- Monitor the contractor's compliance with airport operations to include coordination with airport manager, hangar owners and airport users and with the Construction Safety Phasing Plan (CSPP).
- Attend and participate in construction progress meetings.
- Perform other services as reasonably required by the Client and as outlined in the Contract Documents.

## 2.6 Final Inspection and Documentation

The Consultant will schedule and conduct a final inspection with the Sponsor, Contractor, State and FAA representatives to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.

The Consultant will prepare a punch list correspondence including the deficient items and will forward this correspondence to the Contractor requiring correction of the items and request a schedule for completion. The Consultant will send a copy to the Sponsor and include a copy in

the Grant Closeout Report.

Once all the punch list items have been completed to the satisfaction of the Sponsor, State and FAA, the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report. Assemble documentation for the project closeout report once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for closeout.

## 2.7 As-Built Plans

The project team will collaboratively assemble a set of as-built plans for the project. The as-built plans will include field constructed conditions included as part of this Project including any field surveying required to compute final quantities and the drawings will become record information. The Consultant shall provide Owner with two (2) sets of reproducible "Record Drawings" in both digital and hardcopy format.

## 2.8 Project Closeout

Consultant shall prepare the FAA Project Financial Closeout Forms and Report and submit to the Sponsor for submittal at the conclusion of the project.

### CONSIDERATION:

The services described above in this proposal shall be completed on a LUMP SUM basis as follows:

• Task 1 Design & Bid Administration	\$ 14,000.00
• <u>Task 2 Construction Administration</u>	<u>\$ 12,000.00</u>
• <b>TOTAL</b>	<b>\$ 26,000.00</b>

The anticipated funding participation is as follows:

• Federal (90%):	\$ 23,400.00
• State (5%):	\$ 1,300.00
• Local (5%):	\$ 1,300.00

### SCHEDULE:

We anticipate the work can be performed according to the following schedule.

- Design: November 2022 – February 2023
- Bid Letting: March 2023
- Construction: August 2023 (Contingent upon Federal Grant)
- Project Closeout: March 2024



Name: OTG REIL Replacement Project  
Date: October 27, 2022  
Page 7 of 7

Bolton & Menk, Inc. puts a high priority on ensuring that our company's efforts are consistent with our clients' needs. If you find this proposal acceptable, please return a signed and dated copy our proposal.

Sincerely,

**Bolton & Menk, Inc.**



**Silas Parmar, P.E.**  
Aviation Project Manager

\*\*\*\*\*

**Authorization and acceptance of this letter proposal.**

**City of Worthington, Minnesota**

\_\_\_\_\_  
Mr. Mike Kuhle - Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ms. Mindy Eggers - City Clerk

\_\_\_\_\_  
Date



## PROJECT FEE ESTIMATE

CLIENT:	City of Worthington, MN						DATE:	10/27/2022	
PROJECT:	Worthington Municipal Airport (OTG) - REIL Replacement Project						PREPARED BY:	SP	
		Estimated Person Hours Required							
Task	Task Description	Sr. Eng.	Sr. Eng.	Grad. Eng.	Eng. Tech.	Surveyor	Elec. Eng. - BARR	Admin.	Totals
1	Design & Bid Administration - Edge Lighting								
1.1	Project Scoping	0	2	0	0	0	1	0	3
1.2	Environmental Documentation	0	1	1	0	0	0	0	2
1.3	Topographical Survey	0	0	0	0	8	0	0	8
1.4	Construction Safety and Phasing Plan (CSPP)	0	2	4	4	0	0	0	10
1.5	Prepare Prelim. Plans, Specs., and Cost Est.	0	4	16	0	0	8	8	36
1.6	Prepare Final Plans, Specs., and Cost Est.	0	4	8	0	0	4	4	20
1.7	Prepare Advertisement for Bids	0	0	0	0	0	0	2	2
1.8	Furnish Bid Documents	0	0	0	0	0	0	2	2
1.9	Respond to Bidders Questions	0	2	0	0	0	2	0	4
1.10	Prepare and Distribute Addendums	0	2	0	0	0	0	2	4
1.11	Pre-Bid and Bid Opening	0	1	0	0	0	0	0	1
1.12	Bid Review and Bid Tabulation	0	1	0	0	0	0	1	2
1.13	Prepare Recommendation for Award	0	1	0	0	0	0	1	2
1.14	Prepare Grant Application	0	4	0	0	0	0	3	7
Total Person Hours		0	24	29	4	8	15	23	103
Direct Labor Rate		\$65.00	\$55.00	\$30.00	\$25.00	\$45.00	\$45.00	\$24.00	
Total Direct Labor Cost		\$0.00	\$1,320.00	\$870.00	\$100.00	\$360.00	\$675.00	\$555.36	\$3,880.36
Overhead Rate 2.1373		\$0.00	\$2,821.24	\$1,859.45	\$213.73	\$769.43	\$1,442.68	\$1,186.97	\$8,293.49
Subtotal Labor Cost									\$12,173.85
Direct Expenses									
Total Expenses									\$0.00
Fixed Fee 15% x Subtotal Labor Cost									\$1,826.08
Total Task 1									\$14,000.00
		Estimated Person Hours Required							
Task	Task Description	Sr. Eng.	Sr. Eng.	Grad. Eng.	Eng. Tech.	Surveyor	Elec. Eng. - BARR	Admin.	Totals
2	Construction Administration								
2.1	Pre-Construction Meeting	0	2	2	0	0	0	0	4
2.2	Initial Construction Layout	0	0	0	0	2	0	0	2
2.3	Prepare Contract Manual	0	0	0	0	0	0	2	2
2.4	Construction Management	0	8	4	0	0	0	3	15
2.5	Resident Project Representative Service								0
Number of Days		0	0	4	0	0	1	0	
Hours Per Day		10	10	10	10	10	10	10	
Total Hours		0	0	40	0	0	10	0	50
2.6	Final Inspection and Documentation	0	1	1	0	0	1	0	3
2.7	As-Built Plans	0	1	2	0	0	0	2	5
2.8	Project Closeout	0	4	4	0	0	0	4	12
Total Person Hours		0	16	53	0	2	11	11	93.29
Direct Labor Rate		\$65.00	\$55.00	\$30.00	\$25.00	\$45.00	\$45.00	\$24.00	
Total Direct Labor Cost		\$0.00	\$880.00	\$1,590.00	\$0.00	\$90.00	\$495.00	\$270.96	\$3,325.96
Total Direct Labor Cost		\$0.00	\$1,880.82	\$3,398.31	\$0.00	\$192.36	\$1,057.96	\$579.12	\$7,108.57
Subtotal Labor Cost									\$10,434.53
Direct Expenses									
Total Expenses									\$0.00
Fixed Fee 15% x Subtotal Labor Cost									\$1,565.18
Total Task 2									\$12,000.00
Total Project Fee									\$26,000.00

### Exhibit 5

U:\\$H Drive Data\\_Airports\\_Airport CIP - Grant\WGTN\Worthington FY



**BOLTON  
& MENK**

Real People. Real Solutions.

**GREEN**

7533 Sunwood Drive NW  
Suite 206  
Ramsey, MN 55303-5119

Ph: (763) 433-2851  
Fax: (763) 427-0833  
Bolton-Menk.com

October 27, 2022

Mr. Todd Wietzema  
Airport Manager  
City of Worthington  
303 Ninth St.  
Worthington, MN 56187

RE:     Worthington Municipal Airport (OTG)  
          Bituminous Apron Pavement Maintenance  
          BMI Work Order No.5  
          Proposal for Professional Services

Dear Mr. Wietzema,

Bolton & Menk is pleased to submit our proposal for Professional Services for the Bituminous Apron Pavement Maintenance project at the Worthington Municipal Airport. This will be Work Order No.5 to the Professional Services Contract between the City and Bolton & Menk with an effective date of May 13, 2019.

Our understanding of the project is the City desires to crack rout and seal existing longitudinal and transverse cracks and apply an asphalt seal coat on the Bituminous Apron.

This proposal will include design, bid, and construction administration services.

**SCOPE OF SERVICES:**

**TASK 1 DESIGN & BID ADMINISTRATION:**

**1.1 Project Scoping**

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor.

Consultant shall coordinate with the Sponsor, FAA, MnDOT, and other applicable agencies to complete the work elements in Task 1.

**1.2 Field Investigation**

Consultant shall field verify existing longitudinal and transverse cracks on all airfield pavements to be repaired as part of the project. Consultant shall also review construction joints and determine which would require more substantive repair than remove and replace sealant. Field investigation will require one trip to the airport.

### **1.3 Construction Safety and Phasing Plan (CSPP)**

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), through FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

### **1.4 Prepare Preliminary Plans, Specifications, and Cost Estimate**

Consultant will prepare preliminary plans. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project.

Consultant will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by FAA specifications.

Consultant will assemble preliminary contract documents including instruction to bidders, proposal, equal opportunity clauses, construction clauses, construction contract agreement, performance bond, payment bond, bid bond, State Requirements, Federal Requirements, bid schedule, wage rates, and general provisions.

Consultant shall prepare preliminary construction cost estimate.

### **1.5 Final Plans, Specifications, and Cost Estimate**

Consultant shall submit 90% plans, specifications, and cost estimate to the Sponsor for review. One (1) virtual design review meeting will be held to review the bidding documents and discuss Sponsor comments.

A final set of plans, specifications, and cost estimate will be prepared which incorporates revisions, modifications, and corrections determined during the Sponsors review.

### **1.6 Prepare Advertisement for Bids**

Required advertisement dates, and bidding dates will be established. Consultant will submit a copy to the Sponsor for distribution to local and selected publications of the project. The Sponsor shall pay for the associated cost of advertising.

### **1.7 Furnish Bid Documents**

Consultant shall prepare, reproduce, and distribute 10 sets of bidding documents for the project. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). The Consultant shall keep a current list of plan holders and distribute this to interested parties upon request. This task also includes coordination required to facilitate these requests.

### **1.8 Respond to Bidders Questions**

During the bidding process, Consultant will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

### **1.9 Prepare and Distribute Addendums**

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the State. Addenda will be made available to the plan



holders either through mail, electronic mail, hand delivering or via facsimile transmission. Any addenda that are generated as a sole result of the Sponsors error or omission will be considered as extra services and Consultant shall be reimbursed for this effort as an amendment to this contract.

**1.10 Pre-Bid and Bid Opening**

No pre-bid meeting will be scheduled for this project.

Consultant shall attend the virtual bid opening and process the bidding proposals.

**1.11 Bid Review and Bid Tabulation**

Consultant shall advise the Sponsor as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. Consultant shall input the as-bid unit prices into the spreadsheet and to verify mathematical computations of the bids. Consultant will then provide recommendations to the Sponsor as to the name of the apparent low bidder.

**1.12 Prepare Recommendation for Award**

Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids submitted. If rejection is recommended, Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made Consultant will distribute the bid tabulations on request of the Sponsor.

**1.13 Prepare Grant Application**

Consultant shall prepare the Federal Grant Application after project design has been completed and the bids accepted. Consultant shall submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, Consultant will forward copies to the FAA for further processing.

**TASK 2 CONSTRUCTION ADMINISTRATION:****2.1 Pre-Construction Meeting**

Consultant will arrange for and conduct the pre-construction meeting. The Project Manager and the Resident Project Representative will establish this meeting to review Local, State, Federal Aviation Administration (FAA) and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Sponsor/Owner, MnDOT Aeronautics (if available), Subconsultants, FAA DMA-ADO (if available), Contractor, Subcontractors and utility companies.

**2.2 Prepare Contract Manuals**

The Consultant is required to check that the construction contracts are in order, verify Contractor has met DBE goals (or made valid good faith effort), Contractor has provided proof of insurance, the bonds have been completed, and the Owner, Contractor and applicable Agencies has been provided with adequate copies of the executed Contract Manual to include the Agreement and

all addenda.

The Plans will be updated to include all addenda items issued during bidding as necessary and adequate copies provided to the Contractor. Clerical will prepare the quantity sheets, field book, testing sheets, construction report format, etc. for use by the RPR.

### 2.3 Construction Management

The Consultant and Sponsor agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of Resident Project Representative Services authorized by the Client. Services shall include interpretation of the plans and specifications, review of pay applications, explanation of bidding documents to contractor, review of field/change orders, and monitoring of certified payroll reports.

### 2.4 Resident Project Representative Services

The Sponsor as part of this agreement authorizes Resident Engineering Services and the Consultant agrees to provide a Resident Project Representative in the execution of the Construction Engineering Services for the project work. The Sponsor and Consultant agree that the Consultant may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

For this Project **Full-Time Resident Project Representative** services will be provided. It is anticipated the Project will be completed within **5 Working Days**. This will involve five (5) trips by the RPR.

Resident Project Representative Services shall be completed in accordance with the following:

- Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods.
- Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
- Evaluate and discuss potential Field Orders and Change Orders with the Contractor as necessary.
- Evaluate possible material substitutions as requested by the Contractor.

- Prepare, process and distribute to Project Engineer weekly Construction Progress and Inspection Reports (FAA Form 5370-1).
- Measure and compute as-built quantities of all materials incorporated in the work and items of work completed and maintain an item record account.
- Prepare periodic Pay Requests for review by the Project Engineer and Contractor.
- Monitor the contractor's compliance with airport operations to include coordination with airport manager, hangar owners and airport users and with the Construction Safety Phasing Plan (CSPP).
- Attend and participate in construction progress meetings.
- Perform other services as reasonably required by the Client and as outlined in the Contract Documents.

## 2.5 Final Inspection and Documentation

The Consultant will schedule and conduct a final inspection with the Sponsor, Contractor, State and FAA representatives to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.

The Consultant will prepare a punch list correspondence including the deficient items and will forward this correspondence to the Contractor requiring correction of the items and request a schedule for completion. The Consultant will send a copy to the Sponsor and include a copy in the Grant Closeout Report.

Once all the punch list items have been completed to the satisfaction of the Sponsor, State and FAA, the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report. Assemble documentation for the project closeout report once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for closeout.

## 2.6 As-Built Plans

The project team will collaboratively assemble a set of as-built plans for the project. The as-built plans will include field constructed conditions included as part of this Project including any field surveying required to compute final quantities and the drawings will become record information. The Consultant shall provide Owner with two (2) sets of reproducible "Record Drawings" in both digital and hardcopy format.

## 2.7 Project Closeout

Consultant shall prepare the FAA Project Financial Closeout Forms and Report and submit to the Sponsor for submittal at the conclusion of the project.

Name: OTG Bituminous Apron Pavement Maintenance

Date: October 27, 2022

Page 6 of 6

## **CONSIDERATION:**

The services described above in this proposal shall be completed on a LUMP SUM basis as follows:

- |   |                     |
|---|---------------------|
| • Task 1 Design & Bid Administration        | \$ 10,000.00        |
| • <u>Task 2 Construction Administration</u> | <u>\$ 11,000.00</u> |
| • <b>TOTAL</b>                              | <b>\$ 21,000.00</b> |

The anticipated funding participation is as follows:

- |                  |              |
|------------------|--------------|
| • Federal (90%): | \$ 18,900.00 |
| • State (5%):    | \$ 1,050.00  |
| • Local (5%):    | \$ 1,050.00  |

## **SCHEDULE:**

We anticipate the work can be performed according to the following schedule.

- Design: November 2022 – February 2023
- Bid Letting: March 2023
- Construction: August 2023 (Contingent upon Federal Grant)
- Project Closeout: March 2024

Bolton & Menk, Inc. puts a high priority on ensuring that our company's efforts are consistent with our clients' needs. If you find this proposal acceptable, please return a signed and dated copy our proposal.

Sincerely,

Bolton & Menk, Inc.



**Silas Parmar, P.E.**

Aviation Project Manager

\*\*\*\*\*

**Authorization and acceptance of this letter proposal.**

**City of Worthington, Minnesota**

\_\_\_\_\_  
Mr. Mike Kuhle - Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ms. Mindy Eggers - City Clerk

\_\_\_\_\_  
Date





## PROJECT FEE ESTIMATE

CLIENT:	City of Worthington, MN						DATE:	10/27/2022	
PROJECT:	Worthington Municipal Airport (OTG) - Bituminous Apron Pavement Maintenance						PREPARED BY:	SP	
Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Grad. Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
1	Design & Bid Administration - Edge Lighting								
1.1	Project Scoping	0	1	0	0	0	0	0	1
1.2	Field Investigation	0	0	0	8	0	0	0	8
1.3	Construction Safety and Phasing Plan (CSPP)	0	2	4	4	0	0	0	10
1.4	Prepare Prelim. Plans, Specs., and Cost Est.	0	4	8	10	0	0	8	30
1.5	Prepare Final Plans, Specs., and Cost Est.	0	2	4	4	0	0	4	14
1.6	Prepare Advertisement for Bids	0	0	0	0	0	0	2	2
1.7	Furnish Bid Documents	0	0	0	0	0	0	2	2
1.8	Respond to Bidders Questions	0	2	0	0	0	0	0	2
1.9	Prepare and Distribute Addendums	0	2	0	0	0	0	1	3
1.10	Pre-Bid and Bid Opening	0	1	0	0	0	0	0	1
1.11	Bid Review and Bid Tabulation	0	1	0	0	0	0	1	2
1.12	Prepare Recommendation for Award	0	1	0	0	0	0	1	2
1.13	Prepare Grant Application	0	4	0	0	0	0	4	8
Total Person Hours		0	20	16	26	0	0	23	85
Direct Labor Rate		\$65.00	\$55.00	\$30.00	\$25.00	\$45.00	\$45.00	\$24.00	
Total Direct Labor Cost		\$0.00	\$1,100.00	\$480.00	\$650.00	\$0.00	\$0.00	\$541.68	\$2,771.68
Overhead Rate 2.1373		\$0.00	\$2,351.03	\$1,025.90	\$1,389.25	\$0.00	\$0.00	\$1,157.73	\$5,923.91
Subtotal Labor Cost									\$8,695.59
Direct Expenses									
Total Expenses									\$0.00
Fixed Fee 15% x Subtotal Labor Cost									\$1,304.34
Total Task 1									\$10,000.00
Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Grad. Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
2	Construction Administration								
2.1	Pre-Construction Meeting	0	2	2	0	0	0	0	4
2.2	Prepare Contract Manual	0	0	0	0	0	0	2	2
2.3	Construction Management	0	8	4	0	0	0	4	16
2.4	Resident Project Representative Service								0
Number of Days		0	0	5	0	0	0	0	
Hours Per Day		10	10	10	10	10	10	10	
Total Hours		0	0	50	0	0	0	0	50
2.5	Final Inspection and Documentation	0	1	1	0	0	1	0	3
2.6	As-Built Plans	0	1	2	0	0	0	2	5
2.7	Project Closeout	0	4	2	0	0	0	4	10
Total Person Hours		0	16	61	0	0	1	12	90
Direct Labor Rate		\$65.00	\$55.00	\$30.00	\$25.00	\$45.00	\$45.00	\$24.00	
Total Direct Labor Cost		\$0.00	\$880.00	\$1,830.00	\$0.00	\$0.00	\$45.00	\$293.76	\$3,048.76
Total Direct Labor Cost		\$0.00	\$1,880.82	\$3,911.26	\$0.00	\$0.00	\$96.18	\$627.85	\$6,516.11
Subtotal Labor Cost									\$9,564.87
Direct Expenses									
Total Expenses									\$0.00
Fixed Fee 15% x Subtotal Labor Cost									\$1,434.73
Total Task 2									\$11,000.00
Total Project Fee									\$21,000.00

**AMENDMENT TO LEASE**

Amendment to the AIRPORT/INDUSTRIAL PARK AGRICULTURE LEASE between the parties dated \_\_\_\_\_, 2021, pertaining to the lease of the farmland at the Worthington Municipal Airport/Industrial Park, the undersigned Lessor and Lessee hereby agree as follows:

The following shall be added to the paragraph Term of Lease

The lease shall continue in effect from year to year thereafter unless written notice of termination is given by either party to the other at least 90 days prior to expiration of the lease or the end of any year of continuation.

This amendment, upon its execution by both parties, is hereby made a part of the above referenced AIRPORT/INDUSTRIAL PARK AGRICULTURE LEASE.

Lessor

City of Worthington

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Mindy L. Eggers  
Its: Clerk

\_\_\_\_\_  
Date

Lessee

\_\_\_\_\_  
Tom Martin

\_\_\_\_\_  
Date

**ENGINEERING MEMO****DATE: DECEMBER 7, 2022****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****AGENDA CASE ITEM****1. RESOLUTION OF SUPPORT – TRANSPORTATION ALTERNATIVES GRANT APPLICATION**

The City of Worthington is in the process of applying for Transportation Alternatives (TA) Grant Funds from the Minnesota Department of Transportation. The proposed project includes construction of a trail from Lake Street at Second Avenue to Trunk Highway 60 crossing under the Union Pacific Railroad Tracks, along Sherwood Street on city property, along East Lake Boulevard to Nobles Street, and connecting to the existing trail at intersection of Nobles Street at Trunk Highway 60.

The Minnesota Transportation Alternatives Program provides grant funding up to 80 percent of the construction costs for the construction of pedestrian and bicycle infrastructure projects. The grant funding available is \$1.6 million in 2027. The program does require a 20 percent local match. Grants are paid on a reimbursable basis.

The project is anticipated to cost \$750,000 for construction, and \$187,000 for Project development and construction oversight. These costs are not eligible for grant funding.

The program application requires a resolution of support and a resolution for maintaining the facility for its useful life from the City Council. Staff is requesting Council pass the resolution shown in *Exhibits 1A and 1B*.

**2. DRAINAGE EASEMENT IN THE CHERRY POINT NEIGHBORHOOD**

An open drainage ditch exists between homes in the Cherry Point neighborhood. Improvements were planned for the installation of storm sewer pipe to allow for the open ditch to be closed. This project will help protect homes in the vicinity of the open ditch from flood damage. It will also improve the efficiency of the storm sewer system. The current location of the ditch will not accommodate the drainage pipe. The pipe should be located within a drainage easement. Currently there is no recorded drainage easement. A contract for the work has been awarded, and the work is ready to be done in 2023. The affected property owners were asked to approve a drainage easement. All owners have

signed off with no compensation for the easement, except one owner. Conversations with the owner have not resulted in acquiring the easement. To allow this project to move forward, the city needs to have the utility easement to access the property.

To keep negotiations for the easement moving forward, staff feels it is necessary to negotiate a value for the easement with the property owner. Normally the utility easements are donated by the property owners since it benefits them directly.

Without a willing seller, the city's other options are to drop the project or acquire the easement through eminent domain. Eminent domain is an expensive process and is used as a last resort.

It is staff's request that City Council consent to staff negotiating a reasonable value for compensation for the easement. The property involved is located at 518 Lake Avenue, Lots 1, 2 and 23 of Block 1, Cherry Point Park.



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

**A RESOLUTION OF SPONSORSHIP FOR TRANSPORTATION ALTERNATIVES FUNDING TO  
CONSTRUCT EAST OKABENA LAKE TRAIL**

WHEREAS, Transportation Alternatives funding is available for project serving a transportation purpose, and

WHEREAS, Transportation Alternatives funding is available to fund 80 percent of the eligible project costs with a 20 percent match by the sponsoring agency, and

WHEREAS, East Okabena Lake Trail will safely connect two existing trails along with recreational areas isolated by the Union Pacific Railroad grade.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA, that the City of Worthington agrees to act as sponsoring agency for the project identified as East Okabena Lake Trail seeking Transportation Alternatives (TA) Funding and has reviewed and approves the project as proposed.

Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

BE IT FURTHER RESOLVED, that Mike Kuhle, Mayor is hereby authorized to act as agent on behalf of this sponsoring agency.

**Certification**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City Council of the City of Worthington on this \_\_\_\_\_ day of December, 2022.

**SIGNED:**

**ATTESTED:**

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

\_\_\_\_\_  
Mindy Eggers, Clerk

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

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

**A RESOLUTUION AGREEING TO MAINTAIN THE EAST OKABENA LAKE TRAIL FOR THE USEFUL  
LIFE OF THE PROJECT**

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS: Transportation Alternatives projects receive federal funding; and

WHEREAS: the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS: the City of Worthington is the sponsoring agency for the transportation alternatives project identified as East Okabena Lake Trail.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA, that the City as sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

**Certification**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City of Worthington City Council on this \_\_\_\_\_ day of December, 2022.

**SIGNED:**

**ATTESTED:**

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

\_\_\_\_\_  
Mindy Eggers, City Clerk

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

**COMMUNITY DEVELOPMENT MEMO****DATE: December 8, 2022****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****1. PROPOSED TEXT AMENDMENT - CHAPTER 151, RENTAL HOUSING CODE.**

Earlier this year, City Council passed an Ordinance making changes to City Code Chapter 150 regulating rental housing standards, inspections, and enforcement. As the City has begun inspections again, Staff has identified a few changes that are needed.

The proposed changes can be seen in Exhibit 1A and include language requiring smoke/fire detectors, fire extinguishers, carbon monoxide detectors, and minimum density requirements for bedrooms. The City's Attorney has also suggested a change to Section D dealing with enforcement of the Ordinance, and Section T regarding the appeals process.

Staff recommends approval of the proposed text amendment. Should Council Concur, they may pass a first reading of the Ordinance shown in Exhibit 1A.

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 (D) *Schedule of fees and fines* shall be amended to read as the following:

(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.

(1) In the event an owner fails or refuses to allow entry into the rental property for inspection purposes, and the City is required to obtain a court order allowing the City to do so, the owner shall, in addition to any other fees or fines, be liable for all fees and costs incurred by the City in connection with the enforcement of the Rental Housing Code, including attorney fees. Such fees and costs shall be in addition to any other remedies available to the City under the Rental Housing Code under Sections R and S of the Rental Housing Code, including the designation of the property as “unfit for human habitation, the prohibition of occupancy of the property, by the current or future occupants, or the demolition of the dwelling or other improvement of the property as deemed necessary to eliminate the hazard to the public or occupant.

**Section II**

The Worthington City Code, Title XV, Section 150.10 (H) *Minimum standards for basic equipment and facilities* shall be amended to read as the following:

(9) Each dwelling unit shall have at least one fire extinguisher with a minimum UL rating of at least 2-A:10-B:C in the kitchen. Fire extinguisher shall be located in an easily accessible location and maintained in good working condition at all times.

(10) In addition to the requirements of section H (9), all buildings containing three (3) or more dwelling units, shall supply on each floor, including the basement, one fire extinguisher with a minimum UL rating of at least 2-A:10-B:C. Fire extinguisher shall be conspicuously and conveniently located so that the extinguisher is not more than five (5) feet, nor less than two (2) feet, above the floor in public halls or corridors and so maintained as to be in good working condition at all time.

(11) At least one smoke or fire detection device must be located on each level of the dwelling unit. On the level containing the kitchen, the smoke or fire detection device must be located within 10 feet of the kitchen. Additionally, one smoke or fire detection device must be located in each room used for sleeping, plus one within 10 feet of the outside each room used for sleeping (or one outside a group of rooms used for sleeping). The smoke or fire detection device outside sleeping rooms may qualify as the required one for that level so as long as all other requirements specified are met.

(12) At least one carbon monoxide detector shall be located on each level of a dwelling unit.

### Section III

The Worthington City Code, Title XV, Section 150.10 (L) *Maximum density, minimum space, use and location requirements* shall be amended to read as the following:

(4) All rooms used for sleeping shall have a minimum of 70 square feet for one occupant. In the case of multiple occupants there shall be a minimum of 50 square feet per person.

### Section IV

The Worthington City Code, Title XV, Section 150.10 (T) *Appeals* shall be amended to read as the following:

(3) The continued occupancy of the dwelling or rental unit by the current tenant may continue during any appeal process hereunder unless the appropriate authority deems that the violation of the rental housing code poses an immediate hazard or danger to the occupant, in which case the property shall be vacated immediately and not further occupied by anyone until the hazard or danger has been abated or otherwise removed and the City determines resumed occupancy does not pose an immediate hazard or danger to the occupant.

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
ABBOTT, ROBINSON & ASSOCIATES	12/02/22	PLAN REVIEW HUBBARD FEEDS	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>1,062.50</u>
				TOTAL:	1,062.50
GLADYS MARIA ALDANA ESPARZA	12/02/22	SPANISH TRANSLATION	GENERAL FUND	ADMINISTRATION	<u>575.00</u>
				TOTAL:	575.00
BAHRS SMALL ENGINE	12/02/22	CHAIN SHARPENING	RECREATION	PARK AREAS	<u>231.28</u>
				TOTAL:	231.28
BLUEPEAK	12/02/22	ALARM PHONE LINES	RECREATION	FIELD HOUSE	<u>47.12</u>
				TOTAL:	47.12
BORDER STATES ELECTRIC SUPPLY	12/02/22	GUY GUARDS	ELECTRIC	M-DISTR OVERHEAD LINES	47.19
	12/02/22	15KV PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	<u>388.80</u>
				TOTAL:	435.99
C&S CHEMICALS INC	12/02/22	4535 GALLONS OF ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>6,258.30</u>
				TOTAL:	6,258.30
CAPITAL ONE	12/02/22	PLASTIC SHEETS & TAPE	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>8.00</u>
				TOTAL:	8.00
CORE & MAIN LP	12/02/22	SERVICE LINE CONNECTION SU WATER		O-DIST UNDERGRND LINES	<u>248.24</u>
				TOTAL:	248.24
COTTONWOOD COUNTY SHERIFF OFFICE	12/02/22	SAFE SOBER CFDA 20-608/20-	GENERAL FUND	POLICE ADMINISTRATION	<u>3,000.19</u>
				TOTAL:	3,000.19
DAKOTA SUPPLY GROUP INC	12/02/22	DISTRIBUTION MAIN SUPPLIES WATER		M-TRANS MAINS	<u>426.53</u>
				TOTAL:	426.53
FERGUSON ENTERPRISES LLC #1657	12/02/22	SERVICE LINE FREEZING MACH WATER		FA MACHINERY & EQUIPME	<u>3,511.98</u>
				TOTAL:	3,511.98
FRONTIER COMMUNICATION SERVICES	12/02/22	PHONE SERVICES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>231.39</u>
				TOTAL:	231.39
HYUNMYEONG GOO	12/02/22	2022 APWA CONFERENCE REIMB	GENERAL FUND	ENGINEERING ADMIN	<u>575.26</u>
				TOTAL:	575.26
HAWKINS INC	12/02/22	TREATMENT CHEMICAL	WATER	O-PURIFY	<u>1,433.66</u>
				TOTAL:	1,433.66
JACKSON COUNTY SHERIFFS OFFICE	12/02/22	SAFE SOBER CFDA 20-608/20-	GENERAL FUND	POLICE ADMINISTRATION	<u>2,227.08</u>
				TOTAL:	2,227.08
JOHNSTON AUTOSTORES	12/02/22	BATTERY FOR UNIT 103	ELECTRIC	O-DISTR UNDERGRND LINE	<u>127.96</u>
				TOTAL:	127.96
BJ KLINKENBORG	12/02/22	WORK BOOT REIMBURSEMENT	RECREATION	PARK AREAS	<u>219.95</u>
				TOTAL:	219.95
MEDIACOM	12/02/22	INTERNET	GENERAL FUND	PAVED STREETS	161.01
	12/02/22	INTERNET	RECREATION	PARK AREAS	<u>161.01</u>
				TOTAL:	322.02

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MINNESOTA MUNICIPAL UTILITIES ASSOC	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	ADMINISTRATION	151.72
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	ENGINEERING ADMIN	328.72
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	ECONOMIC DEVELOPMENT	177.00
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	POLICE ADMINISTRATION	1,719.47
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	FIRE ADMINISTRATION	1,820.62
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	PAVED STREETS	101.15
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	PAVED STREETS	252.86
	12/02/22	SAFETY MANAGEMENT PROGRAM	GENERAL FUND	CODE ENFORCEMENT	101.15
	12/02/22	SAFETY MANAGEMENT PROGRAM	RECREATION	PARK AREAS	303.44
	12/02/22	SAFETY MANAGEMENT PROGRAM	WATER	O-DISTR MISC	1,334.53
	12/02/22	SAFETY MANAGEMENT PROGRAM	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	687.49
	12/02/22	SAFETY MANAGEMENT PROGRAM	MUNICIPAL WASTEWAT	O-PURIFY MISC	687.49
	12/02/22	SAFETY MANAGEMENT PROGRAM	ELECTRIC	O-DISTR MISC	1,334.53
	12/02/22	SAFETY MANAGEMENT PROGRAM	LIQUOR	O-GEN MISC	202.29
	12/02/22	SAFETY MANAGEMENT PROGRAM	DATA PROCESSING	DATA PROCESSING	<u>202.29</u>
				TOTAL:	9,404.75
MINNESOTA VALLEY TESTING LABS INC	12/02/22	NOVEMBER CHLORIDE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	172.99
	12/02/22	PLANT SAMPLES BOD, TSS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>86.98</u>
				TOTAL:	259.97
MISCELLANEOUS V CHAVEZ PEREZ UBALDO DE FLORES BLANCA FALK EMILY STOTA DAWIT	12/02/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	112.50
	12/02/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	98.80
	12/02/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	67.43
	12/02/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	<u>42.02</u>
				TOTAL:	320.75
MOUNTAIN LAKE POLICE DEPARTMENT	12/02/22	SAFE SOBER CFDA 20-608/20-	GENERAL FUND	FIRE ADMINISTRATION	<u>3,210.15</u>
				TOTAL:	3,210.15
NATIONAL VOLUNTEER FIRE COUNCIL, INC	12/02/22	2022 MEMBERSHIP DUES	GENERAL FUND	FIRE ADMINISTRATION	<u>714.00</u>
				TOTAL:	714.00
NOBLES COUNTY LANDFILL	12/02/22	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	45.26
	12/02/22	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	35.11
	12/02/22	DEMO	ELECTRIC	M-DISTR UNDERGRND LINE	<u>20.54</u>
				TOTAL:	100.91
NOBLES COUNTY SHERIFF	12/02/22	SAFE SOBER CFDA 20-608/20-	GENERAL FUND	POLICE ADMINISTRATION	<u>1,189.79</u>
				TOTAL:	1,189.79
OFFICE OF MNIT SERVICES	12/02/22	OCTOBER 2022 VOICE SERVICE	WATER	O-PUMPING	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	WATER	O-DISTR MISC	39.65
	12/02/22	OCTOBER 2022 VOICE SERVICE	WATER	ADMIN OFFICE SUPPLIES	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	WATER	ACCTS-RECORDS & COLLEC	24.87
	12/02/22	OCTOBER 2022 VOICE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	27.72
	12/02/22	OCTOBER 2022 VOICE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	27.72
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	O-SOURCE MISC	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	38.59
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	O-DISTR MISC	12.80
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	13.33
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	74.67
	12/02/22	OCTOBER 2022 VOICE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	14.80

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	350.95
RUNNINGS SUPPLY INC-ACCT#9502440	12/02/22	FAUCET CONNECTOR	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	19.98
				TOTAL:	19.98
SAWAN SIRI	12/02/22	REFUND OF OVERPAYMENT	ELECTRIC	ACCTS-UNCOLLECTIBLE	3,008.60
				TOTAL:	3,008.60
SCHWALBACH ACE #6067	12/02/22	FAUCET	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	83.58
				TOTAL:	83.58
TRI-STATE RENTAL CENTER	12/02/22	COMPRESSED OXYGEN	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	62.00
				TOTAL:	62.00
US POSTAL SERVICE	12/02/22	FIRST CLASS PRESORT FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	275.00
				TOTAL:	275.00
VERIZON WIRELESS	12/02/22	CELL PHONES	GENERAL FUND	MAYOR AND COUNCIL	45.50
	12/02/22	CELL PHONES	GENERAL FUND	ADMINISTRATION	49.60
	12/02/22	CELL PHONES	GENERAL FUND	ENGINEERING ADMIN	131.85
	12/02/22	CELL PHONES	GENERAL FUND	ECONOMIC DEVELOPMENT	49.60
	12/02/22	CELL PHONES	GENERAL FUND	POLICE ADMINISTRATION	621.30
	12/02/22	LAPTOPS/AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	664.18
	12/02/22	CELL PHONES	GENERAL FUND	SECURITY CENTER	27.06
	12/02/22	CELL PHONES	GENERAL FUND	SECURITY CENTER	27.06
	12/02/22	CELL PHONES	GENERAL FUND	ANIMAL CONTROL ENFORCE	41.42
	12/02/22	LAPTOPS/AIR CARDS	GENERAL FUND	ANIMAL CONTROL ENFORCE	35.01
	12/02/22	CELL PHONES	GENERAL FUND	PAVED STREETS	35.92
	12/02/22	CELL PHONES	GENERAL FUND	PAVED STREETS	99.20
	12/02/22	CELL PHONES	GENERAL FUND	CODE ENFORCEMENT	41.42
	12/02/22	LAPTOPS/AIR CARDS	GENERAL FUND	CODE ENFORCEMENT	35.01
	12/02/22	CELL PHONES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	34.71
	12/02/22	CELL PHONES	RECREATION	FIELD HOUSE	99.18
	12/02/22	CELL PHONES	RECREATION	PARK AREAS	49.60
	12/02/22	CELL PHONES	RECREATION	PARK AREAS	352.90
	12/02/22	CELL PHONES	RECREATION	OLSON PARK CAMPGROUND	57.21
				TOTAL:	2,497.73
WORTHINGTON FOOTWEAR & REPAIR	12/02/22	STEEL TOED BOOTS (RON)	MUNICIPAL WASTEWAT	O-PURIFY MISC	212.00
				TOTAL:	212.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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## ===== FUND TOTALS =====

101	GENERAL FUND	19,279.80
202	MEMORIAL AUDITORIUM	266.10
229	RECREATION	1,521.69
601	WATER	7,045.06
602	MUNICIPAL WASTEWATER	8,351.85
604	ELECTRIC	5,783.53
609	LIQUOR	202.29
702	DATA PROCESSING	202.29

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GRAND TOTAL:	42,652.61
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TOTAL PAGES: 4

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
J00036		LINCOLN FINANCIAL GROUP		D 12/01/2022			001871	4,161.26

* * 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:	1	0.00	4,161.26	4,161.26
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	4,161.26	4,161.26

PACKET: 04589 PAYROLL 12/09/2022 - 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		12/14/2022			001872	8,425.29
E00088		EFTPS		D 12/14/2022			001873	61,641.75
M00309		MINNESOTA STATE RETIREMENT SYSTD		12/14/2022			001874	2,270.00
O00021		OPTUM HEALTH FINANCIAL		D 12/14/2022			001875	6,758.14
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		12/14/2022			001876	52,178.72
S00202		STATE OF MINNESOTA DEPT OF REVED		12/14/2022			001877	13,240.07

* * 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	144,513.97	144,513.97
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	144,513.97	144,513.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADRIAN AUTO SERVICE LLC	12/09/22	ICR 22-7032 LOADING FEE	GENERAL FUND	POLICE ADMINISTRATION	<u>243.00</u>
				TOTAL:	243.00
AMARIL UNIFORM COMPANY	12/09/22	FR UNIFORMS	ELECTRIC	O-DISTR MISC	<u>564.83</u>
				TOTAL:	564.83
AMERICAN BOTTLING COMPANY	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	<u>162.12</u>
				TOTAL:	162.12
AMERICAN ENGINEERING TESTING INC	12/09/22	OLSON PARK PEDESTRIAN BRID	RECREATION	RECREATION SUPERVISION	1,010.50
	12/09/22	EIGHTH AVENUE RECONSTRUCTI	IMPROVEMENT CONST	8TH AV-9TH TO DEAD END	1,051.75
	12/09/22	AQUATIC CENTER	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	9,745.75
	12/09/22	TESTING FOR MWWTF IMPROVEM	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	<u>2,551.50</u>
				TOTAL:	14,359.50
ANDERSON ALIGNMENT	12/09/22	UNIT 419 DOT INSPECTION	GENERAL FUND	PAVED STREETS	1,133.01
	12/09/22	UNIT 419 DOT INSPECTION	GENERAL FUND	PAVED STREETS	199.60
	12/09/22	UNIT 419 DOT INSPECTION	GENERAL FUND	PAVED STREETS	488.08
	12/09/22	UNIT 437 TIRE PATCH	GENERAL FUND	PAVED STREETS	85.49
	12/09/22	UNIT 437 TIRE PATCH	GENERAL FUND	PAVED STREETS	25.95
	12/09/22	REAR SPRING KIT	GENERAL FUND	PAVED STREETS	824.85
	12/09/22	REAR SPRING KIT	GENERAL FUND	PAVED STREETS	<u>471.05</u>
				TOTAL:	3,228.03
ARNIE'S SHARPENING SERVICE	12/09/22	ZAMBONI BLADE SHARPENING	RECREATION	ICE ARENA	<u>155.00</u>
				TOTAL:	155.00
ARNOLD MOTOR SUPPLY LLP	12/09/22	STUD SRPING KIT	ELECTRIC	O-DISTR MISC	5.53
	12/09/22	TRAILER CONNECTOR	ELECTRIC	O-DISTR MISC	<u>13.29</u>
				TOTAL:	18.82
ARTISAN BEER COMPANY	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	343.70
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	<u>98.40</u>
				TOTAL:	442.10
ATLANTIC BOTTLING COMPANY	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	<u>387.00</u>
				TOTAL:	387.00
BAN-KOE SYSTEMS INC	12/09/22	FIRE ALARM ANNUAL INSPECTI	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>1,141.43</u>
				TOTAL:	1,141.43
BEVERAGE WHOLESALERS INC	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	3,853.00
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	13,906.05
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	<u>3,484.91</u>
				TOTAL:	21,243.96
BLUE LAKE WEBSITES	12/09/22	JBS FIELDHOUSE WEBSITE DEP	RECREATION	FIELD HOUSE	<u>550.00</u>
				TOTAL:	550.00
BOLTON & MENK INC	12/09/22	GIS SERVICES	GENERAL FUND	ENGINEERING ADMIN	2,512.50
	12/09/22	MS4 PERMIT ASSISTANCE	GENERAL FUND	ENGINEERING ADMIN	325.00
	12/09/22	DUGDALE RESIDENTIAL	ECONOMIC DEV AUTHO	MISC HOUSING DEVELOPME	557.50
	12/09/22	8TH AVE RECONSTRUCTION	IMPROVEMENT CONST	8TH AV-9TH TO DEAD END	27,643.20
	12/09/22	8TH AVE RECONSTRUCTION	WATER	PROJECT #11	<u>6,910.80</u>
				TOTAL:	37,949.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BORDER STATES ELECTRIC SUPPLY	12/09/22	PAINT	ELECTRIC	CUSTOMER INSTALL EXPEN	60.84
	12/09/22	10TH ST FIXTURES	ELECTRIC	M-DISTR ST LITE & SIG	1,068.76
	12/09/22	POLES, BASE BOLTS, T-BASE	ELECTRIC	FA DISTR ST LITE & SIG	<u>44,947.08</u>
				TOTAL:	46,076.68
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,714.22
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	32.82
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	112.00
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,653.29
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	436.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	32.82
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	48.18
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	65.67
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	91.27
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>1.85</u>
				TOTAL:	11,200.14
CAMPSPOT	12/09/22	RESERVATION & MARKETPLACE	RECREATION	OLSON PARK CAMPGROUND	<u>10.98</u>
				TOTAL:	10.98
CARPET PLUS OF WORTHINGTON INC	12/09/22	SILICONE SEALANT	LIQUOR	O-GEN MISC	<u>23.84</u>
				TOTAL:	23.84
CITY LAUNDERING CO	12/09/22	MOPS, MATS	LIQUOR	O-GEN MISC	36.35
	12/09/22	MOP & MATS	LIQUOR	O-GEN MISC	<u>36.35</u>
				TOTAL:	72.70
COOPERATIVE ENERGY CO- ACCT # 5910807	12/09/22	GEAR OIL MOWERS	RECREATION	PARK AREAS	<u>41.73</u>
				TOTAL:	41.73
CULLIGAN OF WORTHINGTON	12/09/22	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	61.95
	12/09/22	DECEMBER CHARGES	GENERAL FUND	SECURITY CENTER	29.75
	12/09/22	DECEMBER CHARGES	GENERAL FUND	SECURITY CENTER	29.75
	12/09/22	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	20.00
	12/09/22	MONTHLY SERVICE	RECREATION	PARK AREAS	20.00
	12/09/22	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	20.00
	12/09/22	COOLER RENTAL	ELECTRIC	ACCTS-RECORDS & COLLEC	12.89
	12/09/22	MONTHLY SERVICE	LIQUOR	O-GEN MISC	<u>36.25</u>
				TOTAL:	230.59
CUMMINGS CHAD	12/09/22	CGML REIMBURSEMENT	GENERAL FUND	MAYOR AND COUNCIL	<u>493.75</u>
				TOTAL:	493.75
DACOTAH PAPER CO	12/09/22	TOILET BOWL CLEANER	LIQUOR	O-GEN MISC	49.93
	12/09/22	BAGS/ICE MELT	LIQUOR	O-GEN MISC	888.72
	12/09/22	PAPER	LIQUOR	O-GEN MISC	63.08
	12/09/22	BAGS	LIQUOR	O-GEN MISC	759.05
	12/09/22	BAGS, THERMAL ROLLS	LIQUOR	O-GEN MISC	355.84
	12/09/22	URINAL SCREEN	LIQUOR	O-GEN MISC	42.50
	12/09/22	BAGS	LIQUOR	O-GEN MISC	41.56
	12/09/22	MAT BACKORDERED	LIQUOR	O-GEN MISC	<u>356.94</u>
				TOTAL:	1,843.74

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DAKOTA DATA SHRED	12/09/22	SHREDDING SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	60.47
				TOTAL:	60.47
DOLL DISTRIBUTING LLC	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	184.00
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	167.10
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	432.00
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	9,079.15
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	470.40
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	235.00
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	111.40
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	10,437.30
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	198.50
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	146.00
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	983.95
	12/09/22	BEER	LIQUOR	NON-DEPARTMENTAL	18.10
				TOTAL:	22,426.70
DUBOIS CHEMICALS INC	12/09/22	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,266.70
				TOTAL:	9,266.70
DUININCK INC	12/09/22	OXFORD STREET	IMPROVEMENT CONST	NON-DEPARTMENTAL	1,463.15
	12/09/22	#2 SAP MILL & OVERLAY	IMPROVEMENT CONST	NON-DEPARTMENTAL	42.76
	12/09/22	#2 SAP MILL & OVERLAY	IMPROVEMENT CONST	NON-DEPARTMENTAL	32.50
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	22.45
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	142.75
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	872.58
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	734.83
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	580.63
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	NON-DEPARTMENTAL	75.90
	12/09/22	OXFORD STREET	IMPROVEMENT CONST	OXFORD STREET RECON	29,263.09
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	W OXFORD-ELMWOOD TO PA	11,612.50
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	OVERLAY PROGRAM	1,518.00
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	BRISTOL-APEL TO END	2,855.00
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	CYNTHIA AVE-TOWER TO D	17,451.50
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	APEL AVE-CLARY TO BRIS	449.00
	12/09/22	BITUMINOUS PAVEMENT IMPROV	IMPROVEMENT CONST	ELEANOR-SPRING-860 EAS	14,696.50
	12/09/22	#2 SAP MILL & OVERLAY	IMPROVEMENT CONST	14TH ST-1ST TO 2ND AVE	650.00
	12/09/22	#2 SAP MILL & OVERLAY	IMPROVEMENT CONST	FIFTH AVE-10TH THRU 1	855.20
				TOTAL:	75,383.24
ECHO GROUP INC	12/09/22	BULBS FOR EXTERIOR LIGHTS	GENERAL FUND	CENTER FOR ACTIVE LIVI	140.55
	12/09/22	THERMOSTAT-WATER PLANT	WATER	M-PURIFY STRUCTURES	15.26
	12/09/22	LED BULBS	WATER	M-DIST STRUCTURES	42.68
	12/09/22	EMT CONDUIT	ELECTRIC	M-DISTR UNDERGRND LINE	23.20
				TOTAL:	221.69
FASTENAL COMPANY	12/09/22	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	15.74
	12/09/22	BOLTS	ELECTRIC	M-DISTR UNDERGRND LINE	187.38
				TOTAL:	203.12
FIFE WATER SERVICES INC	12/09/22	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	18,361.20
				TOTAL:	18,361.20
FORUM COMMUNICATIONS COMPANY	12/09/22	SUMMARY ORDINANCE 1189	GENERAL FUND	CLERK'S OFFICE	80.39
	12/09/22	ORDINANCE VACATE PUBL UT E	GENERAL FUND	CLERK'S OFFICE	71.10
	12/09/22	RESOLUTION 2022-11-77	GENERAL FUND	CLERK'S OFFICE	98.93

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	ORDINANCE AMEND TITLE V	GENERAL FUND	CLERK'S OFFICE	78.83
	12/09/22	SUMMARY ORDINANCE 1189	GENERAL FUND	CLERK'S OFFICE	80.39
	12/09/22	STORM WATER UTILITY RATES	GENERAL FUND	CLERK'S OFFICE	49.46
	12/09/22	PUBLIC HEARING	GENERAL FUND	CLERK'S OFFICE	57.19
	12/09/22	CAL TV GUIDE ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	180.00
	12/09/22	THIN ICE AERATION ADS	GENERAL FUND	LAKE IMPROVEMENT	164.00
	12/09/22	ADVERTISING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>761.00</u>
				TOTAL:	1,621.29
GALLS LLC	12/09/22	CARGO PANTS	GENERAL FUND	POLICE ADMINISTRATION	66.61
	12/09/22	POLOG, LAWPRO FLAG	GENERAL FUND	POLICE ADMINISTRATION	<u>69.53</u>
				TOTAL:	136.14
GOPHER STATE ONE CALL	12/09/22	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	31.39
	12/09/22	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	31.38
	12/09/22	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	<u>62.78</u>
				TOTAL:	125.55
GRAHAM TIRE OF WORTHINGTON INC	12/09/22	SQUAD 20-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	28.93
	12/09/22	SQUAD 20-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.95
	12/09/22	SQUAD 19-42 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	32.92
	12/09/22	SQUAD 19-42 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	42.85
	12/09/22	505 TIRE	RECREATION	PARK AREAS	4.32
	12/09/22	505 TIRE	RECREATION	PARK AREAS	32.00
	12/09/22	TORO MOTORS	RECREATION	PARK AREAS	429.00
	12/09/22	TORO TUBES	RECREATION	PARK AREAS	<u>118.80</u>
				TOTAL:	711.77
GRAINGER	12/09/22	ELECTRIC HEATER-PUMP ROOM	WATER	M-PURIFY STRUCTURES	<u>1,455.12</u>
				TOTAL:	1,455.12
GRIDOR CONSTRUCTION INC	12/09/22	#16 MWTF IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	<u>771,615.00</u>
				TOTAL:	771,615.00
GRIMMIUS NATHAN	12/09/22	CNOA REIMBURSEMENT	GENERAL FUND	POLICE ADMINISTRATION	<u>31.00</u>
				TOTAL:	31.00
HAWKINS INC	12/09/22	SPLASH PAD CHEMICALS	RECREATION	SWIMMING BEACHES	<u>1,498.89</u>
				TOTAL:	1,498.89
ICC CDS LLC	12/09/22	MUNICIPITY PHASE 3	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>9,761.00</u>
				TOTAL:	9,761.00
IDEAL LANDSCAPE & DESIGN INC	12/09/22	SNOW REMOVAL/SALTING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>513.00</u>
				TOTAL:	513.00
INDEPENDENT SCHOOL DISTRICT #518	12/09/22	BLUEPEAK 3RD QTR PMT	CABLE TELEVISION	CABLE	<u>19,651.63</u>
				TOTAL:	19,651.63
INDIAN ISLAND WINERY	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	<u>310.08</u>
				TOTAL:	310.08
IUOE LOCAL 49 FRINGE BENEFIT FUND	12/09/22	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	692.25
	12/09/22	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	628.04
	12/09/22	DEC FOR JANUARY INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	201.76
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	909.90



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	218.85
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	1,413.99
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	165.93
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	1,732.34
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	1,532.95
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	31.86
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	2,004.17
	12/09/22	HEALTH PREMIUM 49ERS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	457.29
	12/09/22	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	321.66
	12/09/22	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	330.11
	12/09/22	DEC FOR JANUARY INSURANCE	RECREATION	NON-DEPARTMENTAL	111.58
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	FIELD HOUSE	228.65
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	FIELD HOUSE	146.48
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	25.01
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	ICE ARENA	228.64
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	ICE ARENA	107.18
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	57.17
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,143.25
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	821.93
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	171.48
	12/09/22	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	852.36
	12/09/22	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	41.61
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	LAKE ST TRAIL 7TH TO 2	42.87
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	FOX FARM RD BRIDGE REP	28.58
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	W OXFORD-ELMWOOD TO PA	13.07
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	11.43
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	BRISTOL-APEL TO END	13.07
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	ELEANOR-SPRING-860 EAS	19.60
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	14TH ST-1ST TO 2ND AVE	14.29
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	9TH ST-2ND AVE TO 5TH	50.02
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	50.02
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	DARLING@ 59 FRT RD ST	37.58
	12/09/22	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SEWER EXT ON S CRAILSH	50.02
	12/09/22	HEALTH INS PREMIUM 49ERS	TI DIST #7, REDEV	NON-DEPARTMENTAL	7.57
	12/09/22	HEALTH PREMIUM 49ERS	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	42.87
	12/09/22	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	504.40
	12/09/22	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	522.05
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	148.58
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	134.58
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	347.37
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	416.81
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	848.50
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	999.97
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR METERS	281.48
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	551.65
	12/09/22	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	867.49
	12/09/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	437.69
	12/09/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	157.77
	12/09/22	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	524.31
	12/09/22	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	195.76
	12/09/22	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	509.95
	12/09/22	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	701.12
	12/09/22	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	701.11
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	127.80
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	260.34
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,425.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,226.99
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	599.85
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	610.06
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	790.23
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	713.78
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,028.90
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,133.00
	12/09/22	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	PROJECT #7	28.58
	12/09/22	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	45.02
	12/09/22	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	18.92
	12/09/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	255.11
	12/09/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	57.17
	12/09/22	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	PROJECT #13	50.02
	12/09/22	HEALTH INS PREMIUM 49ERS	AIRPORT	NON-DEPARTMENTAL	15.04
	12/09/22	HEALTH PREMIUM 49ERS	AIRPORT	O-GEN MISC	<u>85.20</u>
			TOTAL:		32,280.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	12/09/22	419 SCRAPER & BLADE	GENERAL FUND	ICE AND SNOW REMOVAL	38.97
	12/09/22	401 & 409 BLADES	GENERAL FUND	ICE AND SNOW REMOVAL	51.96
	12/09/22	TORO MOTORS	RECREATION	PARK AREAS	207.07
	12/09/22	BLADES	RECREATION	PARK AREAS	25.98
	12/09/22	OIL SPOUT	RECREATION	TREE REMOVAL	<u>3.66</u>
			TOTAL:		327.64
JJ LOPEZ ENTERPRISES LLC	12/09/22	RENTAL INSPECTOR HOURS	GENERAL FUND	ECONOMIC DEVELOPMENT	3,960.00
	12/09/22	RENTAL INSPECTOR HOURS	GENERAL FUND	ECONOMIC DEVELOPMENT	780.00
	12/09/22	JJ LOPEZ ENTERPRISES LLC	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	3,320.00
	12/09/22	AQUATIC CENTER	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>960.00</u>
			TOTAL:		9,020.00
JOHNSON BROTHERS LIQUOR CO	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	537.00
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,852.00
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	83.40
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,500.33
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	12,327.40
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	8,414.75
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	151.85
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.90
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	57.37
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	60.32
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	234.67
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>248.95</u>
			TOTAL:		27,469.94
JOHNSTON AUTOSTORES	12/09/22	SQUAD 19-42 BATTERY	GENERAL FUND	POLICE ADMINISTRATION	158.18
	12/09/22	BATTERY FOR 316	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>122.94</u>
			TOTAL:		281.12
LAMPERTS YARDS INC-2602004	12/09/22	EARTH ANCHOR	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>9.99</u>
			TOTAL:		9.99
LARSON CRANE SERVICE INC	12/09/22	EIGHTH AVE STREET & UTILIT IMPROVEMENT CONST	NON-DEPARTMENTAL		19,096.13-
	12/09/22	DARLING DRIVE STORM & PAVE IMPROVEMENT CONST	NON-DEPARTMENTAL		1,674.50
	12/09/22	EIGHTH AVE STREET & UTILIT IMPROVEMENT CONST	8TH AV-9TH TO DEAD END		370,167.89
	12/09/22	EIGHTH AVE STREET & UTILIT IMPROVEMENT CONST	8TH AV-9TH TO DEAD END		11,250.00-
	12/09/22	DARLING DRIVE STORM & PAVE IMPROVEMENT CONST	DARLING@ 59 FRT RD ST		114.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	EIGHTH AVE STREET & UTILIT WATER		PROJECT #11	11,754.80
	12/09/22	EIGHTH AVE STREET & UTILIT WATER		PROJECT #11	<u>6,750.00-</u>
				TOTAL:	346,615.06
LAW ENFORCEMENT LABOR SERVICES INC #27	12/09/22	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>316.66</u>
				TOTAL:	316.66
LEAGUE OF MN CITIES INSURANCE TRUST	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	NON-DEPARTMENTAL	37,844.93
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	MAYOR AND COUNCIL	0.56
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ADMINISTRATION	13.11
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ELECTIONS	2.37
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	CLERK'S OFFICE	11.46
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ACCOUNTING	11.06
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ENGINEERING ADMIN	20.58
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ECONOMIC DEVELOPMENT	44.94
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	POLICE ADMINISTRATION	2,252.52
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	REGULATE LAWFUL GAMBLE	3.06
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	SECURITY CENTER	343.62
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	SECURITY CENTER	26.43
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	FIRE ADMINISTRATION	444.58
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ANIMAL CONTROL ENFORCE	6.21
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	PAVED STREETS	134.53
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	PUBLIC WORK SHOP	67.23
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	ICE AND SNOW REMOVAL	73.00
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	SIGNS AND SIGNALS	11.15
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	TRASH PICKUP	7.92
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	CODE ENFORCEMENT	10.10
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	LAKE IMPROVEMENT	4.62
	12/09/22	WORKERS COMP 4TH QTR	GENERAL FUND	MISC SPECIAL DAYS/EVEN	8.19
	12/09/22	WORKERS COMP 4TH QTR	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	80.77
	12/09/22	WORKERS COMP 4TH QTR	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	6.73
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	NON-DEPARTMENTAL	5,522.30
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	FIELD HOUSE	75.63
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	BALLFIELD MAINTENANCE	9.98
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	SOCCER COMPLEX	10.85
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	PARK AREAS	201.90
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	OLSON PARK CAMPGROUND	14.35
	12/09/22	WORKERS COMP 4TH QTR	RECREATION	TREE REMOVAL	147.47
	12/09/22	WORKERS COMP 4TH QTR	PIR/TRUNKS	NON-DEPARTMENTAL	27.92
	12/09/22	WORKERS COMP 4TH QTR	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	2.33
	12/09/22	WORKERS COMP 4TH QTR	IMPROVEMENT CONST	NON-DEPARTMENTAL	6.92
	12/09/22	WORKERS COMP 4TH QTR	IMPROVEMENT CONST	OTHER MISC PROJECTS	0.58
	12/09/22	WORKERS COMP 4TH QTR	WATER	NON-DEPARTMENTAL	2,007.18
	12/09/22	WORKERS COMP 4TH QTR	WATER	INJURIES AND DAMAGES	167.26
	12/09/22	WORKERS COMP 4TH QTR	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	3,286.61
	12/09/22	WORKERS COMP 4TH QTR	MUNICIPAL WASTEWAT	INJURIES AND DAMAGES	273.87
	12/09/22	WORKERS COMP 4TH QTR	ELECTRIC	NON-DEPARTMENTAL	3,284.10
	12/09/22	WORKERS COMP 4TH QTR	ELECTRIC	INJURIES & DAMAGES	273.66
	12/09/22	WORKERS COMP 4TH QTR	STORM WATER MANAGE	NON-DEPARTMENTAL	1,118.08
	12/09/22	WORKERS COMP 4TH QTR	STORM WATER MANAGE	STORM DRAINAGE	58.04
	12/09/22	WORKERS COMP 4TH QTR	STORM WATER MANAGE	STREET CLEANING	35.13
	12/09/22	WORKERS COMP 4TH QTR	LIQUOR	NON-DEPARTMENTAL	1,961.54
	12/09/22	WORKERS COMP 4TH QTR	LIQUOR	O-GEN MISC	163.45
	12/09/22	WORKERS COMP 4TH QTR	AIRPORT	NON-DEPARTMENTAL	544.16
	12/09/22	WORKERS COMP 4TH QTR	AIRPORT	O-GEN MISC	45.34
	12/09/22	WORKERS COMP 4TH QTR	DATA PROCESSING	NON-DEPARTMENTAL	242.47

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	WORKERS COMP 4TH QTR	DATA PROCESSING	DATA PROCESSING	<u>20.21</u>
				TOTAL:	60,931.00
LEE REBBY	12/09/22	LOVE BITES FOR HOLIDAY EVE LIQUOR		O-GEN MISC	<u>96.00</u>
				TOTAL:	96.00
LEWIS & CLARK REGIONAL WATER SYSTEM IN	12/09/22	CAPACITY CHARGE	WATER	O-SOURCE MISC	32,558.40
	12/09/22	CAPACITY CHARGE	WATER	O-SOURCE MISC	<u>27,720.00</u>
				TOTAL:	60,278.40
LOWE NATHAN	12/09/22	KABOTA REPLACEMENT TIRES	RECREATION	PARK AREAS	<u>225.00</u>
				TOTAL:	225.00
LOWE'S SHEET METAL INC	12/09/22	FURANCE AT ICE ARENA	RECREATION	ICE ARENA	452.26
	12/09/22	QUALITY INSTALL CONTRACTOR ELECTRIC	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>1,900.00</u>
				TOTAL:	2,352.26
MARK'S AUTO REPAIR OF WORTHINGTON INC	12/09/22	17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	32.66
	12/09/22	17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>19.00</u>
				TOTAL:	51.66
MC GLASS & KEY	12/09/22	AUTOMATIC DOOR OPERATOR	GENERAL FUND	GENERAL GOVT BUILDINGS	3,987.99
	12/09/22	EMERGENCY DOOR ALARMS/LOCK	RECREATION	FIELD HOUSE	203.12
	12/09/22	EMERGENCY DOOR ALARMS/LOCK	RECREATION	ICE ARENA	<u>50.85</u>
				TOTAL:	4,241.96
MCCUEN WELDING & MACHINING INC	12/09/22	OUTDOOR POOL	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>971.99</u>
				TOTAL:	971.99
MCGRANN SHEA ANDERSON CARNIVAL STRAUGH	12/09/22	LEGAL SERVICES	ELECTRIC	PROFESSIONAL SERVICES	<u>93.75</u>
				TOTAL:	93.75
MIDWEST ALARM COMPANY INC	12/09/22	UPGRADE BRIVO ACCESS DEPOS	GENERAL FUND	GENERAL GOVT BUILDINGS	8,000.00
	12/09/22	CITY HALL VIDEO SURVEILLAN	GENERAL FUND	GENERAL GOVT BUILDINGS	7,217.06
	12/09/22	EVENT CENTER OUTDOOR CAMER	EVENT CENTER	EVENT CENTER	9,238.32
	12/09/22	EVENT CENTER VIDEO SYSTEM	EVENT CENTER	EVENT CENTER	12,416.13
	12/09/22	MONITOR FOR FRONT DESK	RECREATION	FIELD HOUSE	<u>1,773.48</u>
				TOTAL:	38,644.99
MINNCOR INDUSTRIES	12/09/22	FLOATING DOCKS-BOAT LANDIN	GENERAL FUND	LAKE IMPROVEMENT	<u>430.00</u>
				TOTAL:	430.00
MINNESOTA CHIEFS OF POLICE ASSN.	12/09/22	MEMBERSHIP RENEWAL	GENERAL FUND	POLICE ADMINISTRATION	<u>434.00</u>
				TOTAL:	434.00
MINNESOTA CHILD SUPPORT PAYMENT CTR	12/09/22	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	76.83
	12/09/22	SUPPORT ORDER	RECREATION	NON-DEPARTMENTAL	<u>46.38</u>
				TOTAL:	123.21
MINNESOTA DEPARTMENT OF HEALTH	12/09/22	COMMUNITY WATER SUPPLY CON	WATER	O-DISTR METERS	<u>10,220.00</u>
				TOTAL:	10,220.00
MINNESOTA ENERGY RESOURCES CORP	12/09/22	GAS SERVICE	GENERAL FUND	PAVED STREETS	1,078.37
	12/09/22	GAS SERVICE	GENERAL FUND	PAVED STREETS	199.35
	12/09/22	GAS SERVICE	RECREATION	ICE ARENA	2,253.88
	12/09/22	GAS SERVICE	RECREATION	PARK AREAS	1,078.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	232.83
	12/09/22	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,938.30
	12/09/22	GAS SERVICE	WATER	O-DISTR MISC	18.50
	12/09/22	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	2,751.24
	12/09/22	GAS SERVICE	LIQUOR	O-GEN MISC	1,295.95
	12/09/22	GAS SERVICE	AIRPORT	O-GEN MISC	280.19
	12/09/22	GAS SERVICE	AIRPORT	O-GEN MISC	<u>482.25</u>
				TOTAL:	11,609.22
MINNESOTA VALLEY TESTING LABS INC	12/09/22	NOVEMBER TKN & N*N	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>93.83</u>
				TOTAL:	93.83
MINNESOTA WEST	12/09/22	SENIOR COMUPTER TRAINING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>1,000.00</u>
				TOTAL:	1,000.00
MISCELLANEOUS V WORTHINGTON FAMILY	12/09/22	FACADE GRANT	WGTN EDA	BUSINESS DEVELOPMENT	4,135.25
LEE DAVID	12/09/22	WATER SOFTNER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
PONTO DARREN	12/09/22	WATER SOFTNER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
BADILLO ELIZETTE	12/09/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	27.37
COJ AJQUI HECTOR	12/09/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	53.36
KHAN ABDULLAH AHMAD	12/09/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	61.49
LIEN JUDITH	12/09/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	72.98
RAMOS CHILEL REYNALDO	12/09/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	62.85
ZARATE MARIVEL	12/09/22	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	32.95
BLUECORN PROPERTIES	12/09/22	LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	156.00
BARDUSON LEANN	12/09/22	LED REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	28.00
GERDES AL	12/09/22	AIR CONDITIONER REATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
SICKMEYER JAMES	12/09/22	THERMOSTAT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
WINTERS KEN	12/09/22	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	300.00
BADILLO ELIZETTE	12/09/22	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>0.07</u>
				TOTAL:	6,255.32
MORRIS ELECTRONICS INC	12/09/22	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	35.63
	12/09/22	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	35.63
	12/09/22	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	35.62
	12/09/22	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	35.62
	12/09/22	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	71.25
	12/09/22	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	71.25
	12/09/22	USED SWITCH	LIQUOR	O-GEN MISC	395.00
	12/09/22	TRANSCIEIVER MODULE	LIQUOR	O-GEN MISC	<u>380.00</u>
				TOTAL:	1,060.00
NICOLE R KEMPEMA	12/09/22	NOVEMBER CLEANING	GENERAL FUND	GENERAL GOVT BUILDINGS	1,800.00
	12/09/22	WHS FALL PLAY CLEANING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	517.80
	12/09/22	WASO CONCERT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	194.18
	12/09/22	WMS PRESENTATION	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	48.55
	12/09/22	TOYS FOR TOTS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	32.36
	12/09/22	HIGH 48S	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>161.81</u>
				TOTAL:	2,754.70
NOBLES COUNTY ATTORNEY	12/09/22	TOOLEY BUY BACK DWI FORFEI	GENERAL FUND	NON-DEPARTMENTAL	<u>150.00</u>
				TOTAL:	150.00
NOBLES COUNTY AUDITOR/TREASURER	12/09/22	NOVEMBER LEGAL SERVICES	GENERAL FUND	PROSECUTION	<u>17,806.75</u>
				TOTAL:	17,806.75

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NOBLES COUNTY PUBLIC WORKS	12/09/22	OCTOBER FUEL	GENERAL FUND	ENGINEERING ADMIN	223.65
	12/09/22	OCTOBER FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	111.86
	12/09/22	OCTOBER FUEL	GENERAL FUND	POLICE ADMINISTRATION	5,571.40
	12/09/22	OCTOBER FUEL	GENERAL FUND	FIRE ADMINISTRATION	74.53
	12/09/22	OCTOBER FUEL	GENERAL FUND	PAVED STREETS	1,701.26
	12/09/22	OCTOBER FUEL	GENERAL FUND	CODE ENFORCEMENT	226.93
	12/09/22	OCTOBER FUEL	RECREATION	SOCCER COMPLEX	219.52
	12/09/22	OCTOBER FUEL	RECREATION	PARK AREAS	1,337.54
	12/09/22	OCTOBER FUEL	RECREATION	TREE REMOVAL	650.00
	12/09/22	OCTOBER FUEL	WATER	O-PUMPING	213.03
	12/09/22	OCTOBER FUEL	WATER	M-TRANS MAINS	1,015.42
	12/09/22	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	183.67
	12/09/22	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	70.66
	12/09/22	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	69.34
	12/09/22	OCTOBER FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	271.78
	12/09/22	OCTOBER FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	185.06
	12/09/22	OCTOBER FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	1,801.40
	12/09/22	OCTOBER FUEL	STORM WATER MANAGE	STORM DRAINAGE	183.68
	12/09/22	OCTOBER FUEL	STORM WATER MANAGE	STREET CLEANING	<u>1,845.31</u>
				TOTAL:	15,956.04
NOBLES COUNTY RECORDER	12/09/22	MORTGAGE SATISFACTION YELL	GENERAL FUND	OTHER GEN GOVT MISC	<u>46.00</u>
				TOTAL:	46.00
O'REILLY AUTO PARTS	12/09/22	CONNECTOR	ELECTRIC	O-DISTR MISC	<u>53.93</u>
				TOTAL:	53.93
ONE OFFICE SOLUTION-WOCITY	12/09/22	DIVIDERS/ENVELOPES	GENERAL FUND	CLERK'S OFFICE	21.59
	12/09/22	TONER CARTRIDGES	GENERAL FUND	ACCOUNTING	177.58
	12/09/22	ERASER	GENERAL FUND	ENGINEERING ADMIN	2.25
	12/09/22	MISC OFFICE SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	454.36
	12/09/22	MSG BOOK, FOLDERS	GENERAL FUND	ECONOMIC DEVELOPMENT	28.79
	12/09/22	PAPER	GENERAL FUND	ECONOMIC DEVELOPMENT	9.60
	12/09/22	ADHESIVE NOTES	GENERAL FUND	ECONOMIC DEVELOPMENT	7.80
	12/09/22	BINDERS	GENERAL FUND	OTHER GEN GOVT MISC	42.10
	12/09/22	PAPER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	84.99
	12/09/22	TOWELS, HAND SOAP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	86.30
	12/09/22	TAPE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	32.24
	12/09/22	DIVIDERS, BUSINESS CARDS	RECREATION	FIELD HOUSE	14.59
	12/09/22	RUBBERBANDS	RECREATION	FIELD HOUSE	9.66
	12/09/22	DIVIDERS, BUSINESS CARDS	RECREATION	ICE ARENA	60.00
	12/09/22	COPIERS	LIQUOR	O-GEN MISC	116.53
	12/09/22	TONER CARTRIDGES	DATA PROCESSING	DATA PROCESSING	184.39
	12/09/22	COPIERS	DATA PROCESSING	COPIER/FAX	108.52
	12/09/22	STAPLES FOR FINISHER	DATA PROCESSING	COPIER/FAX	<u>98.00</u>
				TOTAL:	1,369.31
ONE OFFICE SOLUTION-WOUTIL	12/09/22	COPIER PAPER	WATER	ADMIN OFFICE SUPPLIES	59.20
	12/09/22	SHARP MX5070 SERVICE AGREE	WATER	ACCTS-RECORDS & COLLEC	40.78
	12/09/22	COPIER PAPER	WATER	ACCTS-RECORDS & COLLEC	125.80
	12/09/22	COPIER PAPER	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	59.20
	12/09/22	SHARP MX5070 SERVICE AGREE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	40.77
	12/09/22	COPIER PAPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	125.80
	12/09/22	COPIER PAPER	ELECTRIC	ADMIN OFFICE SUPPLIES	125.80
	12/09/22	SHARP MX5070 SERVICE AGREE	ELECTRIC	ACCTS-RECORDS & COLLEC	81.55
	12/09/22	COPIER PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	244.20

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	903.10
PAUSTIS WINE COMPANY	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	240.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	3,418.24
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	5.00
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>49.50</u>
				TOTAL:	3,712.74
PEPSI COLA BOTTLING CO OF PIPESTONE, M	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	<u>35.50</u>
				TOTAL:	35.50
PERFORMANCE KENNELS INC	12/09/22	PATROL DOG	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>11,500.00</u>
				TOTAL:	11,500.00
PHILLIPS WINE & SPIRITS INC	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,350.82
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	248.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	942.45
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,090.19
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	26.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	2,823.71
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	95.95
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	48.48
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	112.22
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>74.16</u>
				TOTAL:	17,811.98
BRIAN POWERS	12/09/22	OCTOBER BOILER CHECKS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	310.00
	12/09/22	NOVEMBER BOILER CHECKS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>300.00</u>
				TOTAL:	610.00
PRECISION LAWN+	12/09/22	LEAF REMOVAL/FALL CLEANUP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>120.00</u>
				TOTAL:	120.00
QUADIENT LEASING USA, INC	12/09/22	POSTAGE LEASE PAYMENT	DATA PROCESSING	COPIER/FAX	<u>502.08</u>
				TOTAL:	502.08
RADIO WORKS LLC	12/09/22	SIGN IN PACKAGE	GENERAL FUND	OTHER GEN GOVT MISC	500.00
	12/09/22	CAL ADVERTISING	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,195.00
	12/09/22	ALL IN SPORTS	GENERAL FUND	CENTER FOR ACTIVE LIVI	450.00
	12/09/22	CAL ADVERTISING	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,195.00
	12/09/22	4Q GROCERY GIVEAWAY	LIQUOR	O-GEN MISC	250.00
	12/09/22	SINGLE BLITZ PACKAGE	LIQUOR	O-GEN MISC	600.00
	12/09/22	ALL IN SPORTS	LIQUOR	O-GEN MISC	<u>150.00</u>
				TOTAL:	4,340.00
RUNNINGS SUPPLY INC-ACCT#9502440	12/09/22	GREASE ZERK	WATER	M-TRANS MAINS	2.69
	12/09/22	UNIT 332 TOOLS & SUPPLIES	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	17.18
	12/09/22	SALT & SHOP SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	34.32
	12/09/22	ANTIFREEZE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>12.49</u>
				TOTAL:	66.68
RUNNINGS SUPPLY INC-ACCT#9502485	12/09/22	STARTING FLUID	GENERAL FUND	PAVED STREETS	3.99
	12/09/22	TORQUE SET, IMPACT DRIVER	GENERAL FUND	PAVED STREETS	32.98
	12/09/22	PVC	GENERAL FUND	PAVED STREETS	7.58
	12/09/22	CAP & GLOVES	RECREATION	BALLFIELD MAINTENANCE	29.99
	12/09/22	OVAL TUB, UTILITY PUMP	RECREATION	ICE ARENA	181.27



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	BULK BIN 10TH ST TRASH CAN	RECREATION	PARK AREAS	8.80
	12/09/22	FLAT STEEL 10TH ST TRASH C	RECREATION	PARK AREAS	13.49
	12/09/22	JACKET & BAR OIL	RECREATION	PARK AREAS	79.99
	12/09/22	JACKET & BAR OIL	RECREATION	TREE REMOVAL	79.96
	12/09/22	RAKES	RECREATION	TREE REMOVAL	65.97
	12/09/22	ROLLOMATIC & CHAIN SAW	RECREATION	TREE REMOVAL	921.98
	12/09/22	413 ROLLER CHAIN	STORM WATER MANAGE	STREET CLEANING	31.99
	12/09/22	EXTENSION CORD	LIQUOR	O-GEN MISC	<u>14.99</u>
				TOTAL:	1,472.98
SCHAAP SANITATION	12/09/22	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.73
	12/09/22	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	728.11
	12/09/22	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.93
	12/09/22	MONTHLY SERVICE	RECREATION	FIELD HOUSE	197.80
	12/09/22	MONTHLY SERVICE	RECREATION	PARK AREAS	104.73
	12/09/22	MONTHLY SERVICE	RECREATION	PARK AREAS	<u>728.11</u>
				TOTAL:	2,014.41
SCHULZ DAVID	12/09/22	HOLIDAY OPEN HOUSE	LIQUOR	O-GEN MISC	<u>289.18</u>
				TOTAL:	289.18
SCHWALBACH ACE HARDWARE-5930	12/09/22	9V BATTERIES	GENERAL FUND	GENERAL GOVT BUILDINGS	19.99
	12/09/22	ICE MELT	GENERAL FUND	CENTER FOR ACTIVE LIVI	74.95
	12/09/22	SNOW PUSHERS	RECREATION	FIELD HOUSE	254.96
	12/09/22	BITS, FASTENERS	RECREATION	ICE ARENA	32.98
	12/09/22	GLOVES FOR FIRST AID/CLEAN	RECREATION	ICE ARENA	24.99
	12/09/22	TAX ON ANTIFREEZE	RECREATION	PARK AREAS	11.34
	12/09/22	LEAF CATCHER	RECREATION	PARK AREAS	9.36
	12/09/22	KUBOTA BLOWER	RECREATION	PARK AREAS	18.06
	12/09/22	SOAP	RECREATION	PARK AREAS	<u>11.98</u>
				TOTAL:	435.93
SCHWALBACH ACE #6067	12/09/22	SAMPLE SHIPPING	WATER	O-PURIFY MISC	15.39
	12/09/22	SAMPLE SHIPPING	WATER	O-PURIFY MISC	<u>17.00</u>
				TOTAL:	32.39
SHINE BROS CORP OF MINN	12/09/22	OFF-PEAK LIGHTING	ELECTRIC	CUSTOMER INSTALL EXPEN	143.75
	12/09/22	STEEL	ELECTRIC	M-DISTR UNDERGRND LINE	<u>16.80</u>
				TOTAL:	160.55
SMALL LOT MN LLC	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	552.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	983.88
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>9.00</u>
				TOTAL:	1,544.88
SOUTHERN GLAZER'S WINE AND SPIRITS LL	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,283.15
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	2,275.16
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	18,654.69
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,693.65
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	26.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	1,333.92
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	67.16
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	88.00
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	112.23
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	83.25
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	330.94

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	33.30
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	11.71
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	17.10
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>2.30</u>
				TOTAL:	29,704.09
STOREY KENWORTHY/MATT PARROTT	12/09/22	A/P CHECKS	DATA PROCESSING	DATA PROCESSING	<u>915.98</u>
				TOTAL:	915.98
STREICHER'S INC	12/09/22	PERSONAL VEST	GENERAL FUND	POLICE ADMINISTRATION	1,729.50
	12/09/22	PERSONAL VEST	GENERAL FUND	POLICE ADMINISTRATION	<u>1,729.50</u>
				TOTAL:	3,459.00
THOMSON REUTERS - WEST	12/09/22	NOVEMBER CHARGES	GENERAL FUND	POLICE ADMINISTRATION	<u>274.39</u>
				TOTAL:	274.39
TITAN MACHINERY INC	12/09/22	SNOW BLOWER SN B53K00442	RECREATION	PARK AREAS	<u>10,372.80</u>
				TOTAL:	10,372.80
TRI-STATE GENERAL CONTRACTING	12/09/22	AQUATIC CENTER PAYMENT #17	AQUATIC CENTER FAC	NON-DEPARTMENTAL	12,877.12-
	12/09/22	AQUATIC CENTER PAYMENT #17	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>257,542.50</u>
				TOTAL:	244,665.38
TRI-STATE RENTAL CENTER	12/09/22	PUMP SUB WACKER PS2500	RECREATION	SOCCER COMPLEX	<u>25.38</u>
				TOTAL:	25.38
UNITED PARCEL SERVICE INC	12/09/22	INTERNET SHIPPING CHARGES	ELECTRIC	ACCTS-RECORDS & COLLEC	66.53
	12/09/22	LATE FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>3.99</u>
				TOTAL:	70.52
VETERINARY MEDICAL CTR PA	12/09/22	FOOD	GENERAL FUND	POLICE ADMINISTRATION	<u>102.91</u>
				TOTAL:	102.91
VINOCOPIA INC	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	144.40-
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	240.00
	12/09/22	LIQUOR	LIQUOR	NON-DEPARTMENTAL	747.77
	12/09/22	MIX	LIQUOR	NON-DEPARTMENTAL	168.00
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	1.50-
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	5.00
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>25.50</u>
				TOTAL:	1,040.37
WINE MERCHANTS	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	768.00
	12/09/22	WINE	LIQUOR	NON-DEPARTMENTAL	4,348.20
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	15.20
	12/09/22	FREIGHT	LIQUOR	O-SOURCE MISC	<u>102.60</u>
				TOTAL:	5,234.00
WOODARD & CURRAN INC	12/09/22	PROFESSIONAL SERVICES	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>72,329.06</u>
				TOTAL:	72,329.06
WORTHINGTON ELECTRIC INC	12/09/22	BALLAST & CHECK EVAP FUSES	RECREATION	ICE ARENA	<u>229.05</u>
				TOTAL:	229.05
WORTHINGTON HOTEL GROUP LLC	12/09/22	EVENT CENTER UTILITIES	EVENT CENTER	EVENT CENTER	2,614.82

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	2,614.82
YMCA	12/09/22	AUGUST CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	4,291.18
	12/09/22	AUGUST CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	300.00
	12/09/22	SEPTEMBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	4,190.18
	12/09/22	SEPTEMBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	300.00
	12/09/22	OCTOBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,608.99
	12/09/22	OCTOBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	300.00
	12/09/22	NOVEMBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,433.19
	12/09/22	NOVEMBER CAL MGMT FEES	GENERAL FUND	CENTER FOR ACTIVE LIVI	881.96
	12/09/22	AUGUST 22 AQUATIC DIRECTOR RECREATION		AQUATIC CENTER FACILIT	1,500.00
	12/09/22	SEPTEMBER AQUATIC DIRECTOR RECREATION		AQUATIC CENTER FACILIT	1,500.00
	12/09/22	OCTOBER AQUATIC DIRECTOR RECREATION		AQUATIC CENTER FACILIT	1,500.00
	12/09/22	NOVEMBER AQUATIC DIRECTOR RECREATION		AQUATIC CENTER FACILIT	1,500.00
				TOTAL:	23,305.50

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

101	GENERAL FUND	151,606.93
202	MEMORIAL AUDITORIUM	3,859.11
214	EVENT CENTER	24,269.27
229	RECREATION	42,623.69
231	ECONOMIC DEV AUTHORITY	2,495.80
232	WGTN EDA	4,135.25
321	PIR/TRUNKS	30.25
401	IMPROVEMENT CONST	446,068.11
419	TI DIST #7, REDEV AMEND 5	50.44
431	AQUATIC CENTER FACILITY	259,663.12
601	WATER	95,160.32
602	MUNICIPAL WASTEWATER	792,235.61
604	ELECTRIC	56,314.35
605	INDUSTRIAL WASTEWATER	99,956.96
606	STORM WATER MANAGEMENT	3,698.47
609	LIQUOR	150,414.77
612	AIRPORT	1,452.18
702	DATA PROCESSING	2,071.65
703	SAFETY PROMO/LOSS CTRL	11,500.00
872	CABLE TELEVISION	19,651.63

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GRAND TOTAL: 2,167,257.91  
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