

**WORTHINGTON CITY COUNCIL
REGULAR MEETING**

AGENDA

**5:30 P.M. - Monday, March 23, 2026
City Hall Council Chambers**

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. INTRODUCTIONS AND OPENING REMARKS

C. AGENDA ADDITIONS/CHANGES AND CLOSURE

1. Additions/Changes
2. Closure

D. CONSENT AGENDA

1. CITY COUNCIL MINUTES (WHITE)
 - a. Regular City Council Meeting Minutes of March 9, 2026
2. FINANCIAL STATEMENT (LAVENDER)
 - a. Municipal Liquor Store Income Statement for the Period of January 1, 2026 through February 28, 2026
 - b. Olson Park Statement of Revenue and Expenditures – Budget and Actual for the Period of January 1, 2026 through February 28, 2026
 - c. Field House Statement of Revenue and Expenditures – Budget and Actual for Period of January 1, 2026 through February 28, 2026
3. CITY COUNCIL BUSINESS (WHITE)
 1. Application for Exemption from Lawful Gambling Permit – Worthington Okabena Windsurfers
4. BILLS PAYABLE (WHITE)

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

E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Nominating Committee Appointments / Reappointments
2. City Council Consideration and Approval of Agreement with Paycom, LLC for Payroll and Human Capital Management Processing System

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

Case Item(s)

1. Approve MN West Ballfield Maintenance Contract
2. District 518 Ballfield Maintenance Agreement
3. Minnesota Department of Transportation Grant Agreement
4. Authorize Execution of Glenwood Heights Farm Land Lease
5. Authorize Execution of Olson Trust Farm Land Lease

G. CITY COUNCIL BUSINESS – ENGINEERING - (BLUE)

Case Item(s)

1. Award the Contract for First Avenue Mill and Overlay
2. Award the Contract for Tower Street, Tenth Avenue and Ball Field Parking Lot

H. CITY COUNCIL BUSINESS – COMMUNITY DEVELOPMENT (GRAY)

Case Item(s)

1. First Reading of Ordinance to Vacate Part of Platted Utility Easement
2. Approval of Joint Resolution Annexing Parcel 20-0171-000 and Portions of County State Aid Highway 25

I. COUNCIL COMMITTEE REPORTS

1. Mayor Von Holdt

2. Council Member Ernst
3. Council Member Weber
4. Council Member Woitalewicz
5. Council Member Kuhle
6. Council Member Kielblock

J. CITY ADMINISTRATOR REPORT

K. ADJOURNMENT

**WORTHINGTON CITY COUNCIL REGULAR MEETING
MARCH 9, 2026**

The meeting was called to order at 5:30 p.m., in City Hall Council Chambers by Mayor Rick Von Holdt with the following Council Members present: Amy Woitalewicz, Mike Kuhle, Chris Kielblock, Dennis Weber, Amy Ernst.

Staff present: Steve Robinson, City Administrator; Hyunmyeong Goo, City Engineer; Matt Selof, Community Development Director; Todd Wietzema, Public Works Director; Nate Grimmus, Deputy Chief; Cristina Adame, Community Relations & Communications; Mindy Eggers, City Clerk.

Others Present: Oscar Martinez, Cable 3 TV; Ryan McGaughey, Radio Works; Julie Buntjer, *The Globe*; Rubi Lara, Honorary Council Member.

The Pledge of Allegiance was recited.

INTRODUCTION AND OPENING REMARKS

Mayor VonHoldt introduced Rubi Lara as the Honorary Council Member.

AGENDA APPROVED WITH ADDITIONS/CHANGES

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

CONSENT AGENDA

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

- Regular City Council Meeting Minutes of February 9, 2026
- Water & Light Commission Meeting Minutes of March 2, 2026
- Water & Light Commission Meeting Minutes of February 17, 2026
- Park & Recreation Advisory Board Meeting Minutes of February 4, 2026
- LEC Joint Operations Committee Meeting Minutes of February 11, 2026
- Seasonal Renewal for On-Sale Liquor License Application – Nobles County Fair Association/Worthington Speedway
- Application for Exemption from Lawful Gambling Permit – King Turkey Day, Inc.
 - Type of Event: Raffle
 - Date: July 11, 2026
 - Nobles County Fairgrounds
 - 1600 Stower Drive
- Application to Block Street(s) – Worthington International Festival/Cultural Awareness Organization

- Bills Payable Totaling \$2,778,468.07

APPROVED CONSTRUCTION MANAGER AT RISK PRE-CONSTRUCTION PHASE SERVICES OF THE PROPOSED ICE ARENA

Steve Robinson, City Administrator, reported the Ice Arena Selection Committee recommended Knutson Construction as the project's Construction Manager at Risk (CMAR). During the pre-construction phase, Knutson will collaborate with HTG and City staff to define the final project scope and establish a Guaranteed Maximum Price (GMP). Following acceptance of the pre-construction design and budget phases, the city will authorize Knutson to continue working with the designer and City staff to finalize the Owner-approved GMP and proceed to the construction phase.

The fee for the predesign phase is 0.25% of the \$16 million project budget, totaling \$40,000. City Council will also need to consider approval for continued work on the project once the GMP is presented following the predesign phase.

Mr. Robinson said the City Attorney had been in discussions with Knutson's legal counsel regarding one remaining clause in the AIA Document A133-2019, Standard Form of Agreement Between Owner and Construction Manager. He noted late Monday afternoon an agreement was reached regarding the consequential damages. The agreement will now be drafted for signatures.

Council Member Kuhle asked where the funds would come from for the \$40,000.00. Mr. Robinson said the funds would come from the city's portion of funding. Council Member Woitalewicz asked the planned timeline for starting the project. Mr. Robinson said currently the project is planned to start the latter part of summer.

The motion was made by Council Member Kuhle, seconded by Council Member Weber and unanimously carried to approve the Pre-Construction Phase services with Knutson Construction.

APPROVED ARCHITECTURAL AND ENGINEERING SCHEMATIC DESIGN PHASE OF THE PROPOSED ICE ARENA

Mr. Robinson reported the proposal from HTG outlines services for the schematic design, design development, construction documents, and construction administration phases. At this time, Council is being asked to approve only the schematic design phase.

The project description included in HTG's proposal reflects the current concept for the ice arena. He noted that the final project scope will be determined by the Guaranteed Maximum Price (GMP) developed by Knutson Construction, the City's Construction Manager at Risk (CMAR). Coordination among the architect, CMAR, and City staff may result in adjustments to the project design.

Once the schematic design phase is completed it will provide sufficient information for the CMAR to prepare a construction budget and establish the GMP. During this phase, HTG will coordinate with its civil, structural, mechanical, electrical, plumbing (MEP), and refrigeration consultants to complete the schematic design.

The proposed fee for the schematic design phase is \$131,200. Upon acceptance of the schematic design and project budget, the City will enter into an AIA Owner–Architect Agreement with HTG.

The motion was made by Council Member Weber, seconded by Council Member Woitalewicz and unanimously carried to approve the Architectural & Engineering Services Proposal with HTG in the amount of \$131,200.00.

APPROVED UPDATED DETECTIVE SERGEANT POSITION GUIDELINES

Nate Grimmus, Deputy Chief, reported staff has reviewed and updated the Worthington Police Department Detective Sergeant position guidelines. Assignment details, job requirements and other minor details were added, removed, or adjusted within the position guidelines for clarification and consistency.

Mr. Grimmus noted in the Position Guidelines under Essential Duties and Responsibilities item 18. The word captain should have been changed to Deputy Chief.

The motion was made by Council Member Kuhle, seconded by Council Member Ernst and unanimously carried to approve the updated Position Guidelines with the noted change.

APPROVED UPDATED DISPATCH SUPERVISOR POSITION GUIDELINES

Mr. Grimmus reported the Police Department Dispatch Supervisor position guidelines were reviewed and updated. Assignment details, job requirements and other minor details were added, removed, or adjusted within the position guidelines for clarification and consistency.

The motion was made by Council Member Woitalewicz, seconded by Council Member Weber and unanimously carried to approve the updated Position Guidelines for Dispatch Supervisor.

APPROVED 2026 PRIVATE DOCKS ON PUBLIC PROPERTY

Todd Wietzema, Public Works Director, reported in accordance with the city policy adopted in 2013 regarding the issuance of permits for private docks to be located on public property, the City Council shall annually:

- Set the number of private docks allowed on public property. In 2025, council allowed all applicants permits, on the condition that they meet our dock policy. In 2025, the City issued 8 permits for docks on public property. Owners who currently have a valid dock permit will have first option on renewal for the following year unless City Council reduces the permits available. If Council reduces the number of permits, all permit applications from existing permit holders will be reviewed by the Council.

And

- Set the annual permit fee. The 2025 fee was \$200.00, staff is proposing no change to the annual fee noting it was last increased in 2022.

2025 Dock Permit holders:

1. 200 Lake Street	Dave Holinka
2. 620 Lake Street	Brad Brake
3. 721 Lake Avenue	Steve Prins
4. 920 West Lake Avenue	Dale Ryen
5. 713 May Street	Shelley Standafer
6. 214 Lake Street	Bruce Pass
7. 117 Lake Avenue	Eric Winch
8. 518 W. Lake	Terry Bourassa

Council Member Ernst suggested that the number of docks not be limited to a specific cap, but instead that docks be permitted on eligible properties subject to Council approval.

The motion was made by Council Member Kuhle, seconded by Council Member Kielblock and unanimously carried to approve the fee at no change of \$200.00 and allow docks on each eligible property subject to approval.

OUT OF STATE TRAVEL APPROVED

Mr. Wietzema reported that in January 2026, the City of Worthington purchased a Tymco street sweeper from Environmental Equipment and Services. As part of the purchase, the city received a maintenance and operations training opportunity at the Tymco facility in Waco, TX. The training will be held April 27–30, 2026, and is available for up to four employees.

The city will be responsible for travel to and parking at Minneapolis–Saint Paul International Airport. All other expenses, including airfare, lodging, and meals, will be covered by the vendor.

The motion was made by Council Member Weber, seconded by Council Member Ernst and unanimously carried to authorize sending four Public Works employees to attend the training.

APPROVED CENTENNIAL BALLFIELD RESTROOM BID RECOMMENDATION

Mr. Wietzema reported at the February 9, 2026, City Council meeting, plans and specifications were approved for the Centennial Ballfield restroom and staff was authorized to advertise for bids. At 2:00 pm on March 4, 2026 sealed bids were opened for the project. The project includes, new restrooms, a concessions area and storage area. The city received four bids and they are as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Ideal Construction	\$486,120.00
Clair Van Grouw Construction	\$495,000.00
Ankeney Builders	\$565,000.00
Joeph Construction	\$653,150.00

Mr. Wietzema noted the estimate of probable cost was \$558,198.80 and after reviewing the bids, it is staff’s recommendation that council award the contract to Ideal Construction, in the amount of \$486,120.00.

The motion was made by Council Member Weber, seconded by Council Member Ernst and unanimously carried to accept Ideal Construction’s bid in the amount of \$486,120.00.

APPROVED 2026 BUDGET AMENDMENT

Mr. Wietzema reported that Public Works staff is requesting Council approval to amend the 2026 Capital Improvement Plan (CIP) budget to include paving the parking area at Worthington Puppy Park. Staff noted the project could be completed in conjunction with the planned overlay project on 1st Avenue Southwest, which may reduce costs due to mobilization and construction efficiencies.

Engineering staff prepared plans and a cost estimate for the project. The estimated total project cost is \$80,550, including design and contingencies. Staff recommended funding the project using Undesignated–Unreserved funds.

The motion was made by Council Member Woitalewicz, seconded by Council Member Weber and unanimously carried to approve the 2026 budget amendment for the parking lot improvement at Worthington Puppy Park.

APPROVED REMOVAL OF ORCHARD KNOLL TENNIS COURT

Staff reported that the Park and Recreation Advisory Committee, at its December 3, 2025 meeting, unanimously approved a motion recommending that the tennis court at Orchard Knoll Park be removed and the area converted to green space at this time.

The court has been seldom used and has been in disrepair for several years. Staff noted the court has not been usable for approximately three years. Based on its condition and level of use, staff indicated that investing funds to repair the court is not recommended.

The Park and Recreation Advisory Committee did not provide a recommendation for future use of the space, though the area could be developed in the future. Staff proposes removing the fencing, asphalt, and base materials and restoring the area to turf.

The motion was made by Council Member Weber, seconded by Council Member Kielblock and unanimously carried to authorize staff to remove the tennis court at Orchard Knoll Park.

RESOLUTION NOS. 2026-03-13, 2026-03-14, 2026-03-15 ADOPTED RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENTS BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

Hyunmyeong Goo, City Engineer, reported in order to comply with federal tax regulations and Minnesota Statute Section 429, the City must adopt a resolution declaring its intent to reimburse itself for eligible project costs incurred prior to the issuance of bonds using future bond proceeds.

It is common practice for the City to initially fund early project expenses with internal funds and issue bonds at a later date when project costs warrant financing.

Staff recommends that the City Council approve the reimbursement resolutions for the Sixth Avenue Street Reconstruction, Third Avenue Reconstruction, and Tower Street Reconstruction projects. The amounts identified in each resolution are approximately 10 percent higher than the current project estimates to allow for potential cost adjustments.

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

RESOLUTION NO. 2026-03-13

A RESOLUTION RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENTS BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2026-03-14

A RESOLUTION RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENTS BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2026-03-15

A RESOLUTION RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENTS BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2026-03-16 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

Mr. Goo reported that staff has completed the plans and specifications for the Sixth Avenue Street Reconstruction Project, which are available upon request. He noted that the water main and sanitary sewer improvements were completed in 2025, and the street reconstruction is scheduled for 2026.

Bids would be received until 2:00 p.m. on April 8, 2026, and then presented to the City Council for consideration of award at the regular meeting on April 13, 2026.

The motion was made by Council Member Kielblock, seconded by Council Member Woitalewicz and unanimously carried to approve the plans and specifications, authorize the advertisement for bids and adopt the following resolution:

RESOLUTION NO. 2026-03-16

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

COUNCIL COMMITTEE REPORTS

Mayor Rick Von Holdt – No report.
Council Member Ernst – No report.
Council Member Weber - No report.
Council Member Woitalewicz – No report.
Council Member Kuhle – No report.
Council Member Kielblock – No report.

CITY ADMINISTRATOR REPORT

Mr. Robinson reported that high winds caused the roof at City Hall to become detached, resulting in water damage on the second floor. He is currently preparing bid documents for the necessary repairs. Funding for the project is anticipated to come from the undesignated reserve funds.

ADJOURNMENT

The motion was made by Council Member Kielblock, seconded by Council Member Weber and unanimously carried to adjourn the meeting at 6:08 p.m.

Mindy Eggers, MCMC
City Clerk

CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE
 INCOME STATEMENT
 For the Period 1/1/26 Through 2/28/26
 (Amounts in Dollars)

	Total 2026 Budget	FEBRUARY		% YTD Actual to Budget	YTD	
		Actual	Previous Year		Actual	Previous Year
Sales						
Liquor	2,000,000	127,488	134,887	13.5%	260,579	269,240
Wine	580,000	32,104	36,180	12.5%	65,398	72,723
Beer	2,400,000	148,301	149,374	12.5%	287,991	299,373
Mix/nonalcohol	80,000	4,106	4,747	12.0%	8,208	9,564
TCH	55,000	5,605	4,014	14.7%	11,044	8,070
NSF charges	100	-	-	0.0%	-	-
Net Sales	5,115,100	317,604	329,202	12.4%	633,220	658,970
Cost of Goods Sold						
Liquor	1,500,000	51,948	87,276	9.9%	101,472	149,118
Beer	1,900,000	101,832	123,356	10.0%	169,327	190,746
Wine	430,000	18,151	27,905	8.9%	32,375	38,095
Soft drinks/mix	50,000	1,639	3,427	10.5%	3,315	5,237
TCH	15,000	1,058	1,644	24.0%	5,112	3,599
Freight	37,000	1,458	2,437	10.3%	2,478	3,809
Total Cost of Goods Sold	3,932,000	176,086	246,045	8.0%	314,079	390,604
Gross Profit	1,183,100	141,518	83,157	27.0%	319,141	268,366
Operating Expenses						
Personnel services	548,728	36,862	32,907	11.6%	68,888	63,739
Supplies	34,300	1,165	3,544	12.1%	2,493	4,147
Other services & charges	276,011	16,374	16,705	9.7%	33,508	26,804
Interest	3,354	-	-	0.0%	-	-
Depreciation (estimated)	112,000	9,333	9,583	17.1%	18,667	19,167
Total Operating Expenses	974,393	63,734	62,739	12.7%	123,556	113,857
Operating Income (Loss)	208,707	77,784	20,418	93.7%	195,585	154,509
Non-Operating Revenues (Expenses)						
Interest earnings **	19,000	1,583	1,333	14.0%	3,167	2,667
Other non-operating	-	-	-	-	-	-
Sale of fixed asset	-	-	-	-	-	-
Loss on fixed asset	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	19,000	1,583	1,333	16.7%	3,167	2,667
Net Income (Loss) b/Operating Transfers	227,707	79,367	21,751	87.3%	198,752	157,176
Operating Transfers-In	-	-	-	-	-	-
Operating Transfers-Out	(375,000)	(31,250)	(31,250)	16.7%	(62,500)	(62,500)
Net Income (Loss)	(147,293)	48,117	(9,499)	N/A	136,252	94,676

** Includes two months budget

CITY OF WORTHINGTON, MINNESOTA

OLSON PARK CAMPGROUND
 STATEMENT OF REVENUES VS. EXPENDITURES
 For the Period 1/1/26 Through 2/29/26
 (Amounts in Dollars)

	Total	February	YTD	
	Current Year Budget		Actual	Actual
Revenues				
Park fees-daily taxable	92,000	3,606	12,950	12,737
Park fees-other (fire wood, pop & ice)	1,500	-	-	-
Total Revenues	93,500	3,606	12,950	12,737
Expenditures				
Personnel services				
Full-time employees	5,883	-	113	-
Part-time employees	21,332	-	8	-
PERA contributions	1,278	-	8	-
FICA/medicare	2,082	-	-	-
Misc. employer paid insurance	1,480	30	30	-
Workmen's comp.-ins. premium	1,503	-	176	214
Supplies				
Misc. office supplies	500	3,376	3,376	-
Cleaning supplies	2,500	-	-	-
Misc. operating supplies	1,500	-	-	817
Building repair supplies	3,000	-	-	-
Misc. repair & maint supplies	3,000	-	-	-
Concessions	500	-	-	-
Other services and charges				
Misc. professional services	5,000	1,082	1,162	1,068
Telephone	750	43	59	43
Misc advertising	1,000	-	-	-
General liability insurance	1,100	-	-	-
Property insurance	1,600	-	-	-
Electric utilities	7,500	93	202	219
Water utilities	950	34	66	65
Gas utilities	2,600	316	333	283
Refuse disposal	3,000	302	302	20
Sewer utilities	700	42	80	76
Buildings-repair & maintenance	1,000	-	-	-
Improv other than bldg-repair & mai	1,000	-	-	-
Machinery/equipment-repair/mainte	-	-	-	-
Misc rentals	-	-	-	(539)
Cash short and over	-	-	-	-
Dues and subscriptions	600	-	-	-
Licenses and taxes	650	-	-	-
Capital outlay				
Improvement Misc	-	-	-	-
Total Expenditures	72,008	5,318	5,915	2,266
Excess (Deficiency) of Revenue Over Expenditures	21,492	(1,712)	7,035	10,471

CITY OF WORTHINGTON, MINNESOTA

FIELD HOUSE
STATEMENT OF REVENUES VS. EXPENDITURES
For the Period 1/1/26 Through 2/28/26
(Amounts in Dollars)

	Total Current Year Budget	February Actual	YTD	
			Actual	Previous Year
Revenues				
Field House - User fees	45,000	3,108	7,782	9,621
Field House - Rental fees	60,000	8,270	18,961	21,217
Total Revenues	105,000	11,378	26,743	30,838
Expenditures				
Personnel services				
Full-time employees	148,721	11,595	21,422	25,450
Overtime	-	-	-	-
Part-time employees	35,144	3,487	7,089	6,738
Other wage reimbursement	-	-	-	(20)
PERA contributions	11,154	1,016	1,380	1,483
FICA/medicare	14,066	1,151	1,597	1,779
Health insurance admin/claims	28,299	2,230	4,464	5,794
Life insurance	90	9	9	9
LTD insurance	1,006	43	43	58
HSA contribution	3,695	155	473	441
Health insurance-claims-TPA	-	122	368	696
Paid family leave	251	-	-	-
Paid medical leave	466	-	-	-
Workmen's comp.-ins. premium	3,840	-	1,101	935
Supplies				
Office supplies	1,000	-	-	186
Cleaning supplies	4,000	312	312	1,639
Motor Fuels	100	-	-	74
Misc. operating supplies	2,500	-	-	-
Equipment parts	2,000	-	-	-
Building repair supplies	1,000	-	-	-
Misc. repair & maint supplies	1,500	-	-	-
Small tools	500	179	222	-
Equipment minor	2,000	-	-	-
Misc. equip, furniture/fixtures	800	-	-	-
Other services and charges				
Management Fees	-	8	16	16
Misc. professional services	8,000	4,197	5,757	5,111
Telephone	2,000	188	247	223
Postage	100	1	1	-
Travel, conferences, schools	400	-	-	-
Subsistence of Persons	200	-	-	-
Misc advertising	2,500	1,058	1,058	1,031
General liability insurance	4,450	-	-	-
Property insurance	5,500	-	-	-
Automobile insurance	60	-	-	-
Electric utilities	23,000	2,225	4,582	2,556
Water utilities	1,000	20	40	42
Gas utilities	8,000	2,205	2,205	1,913
Refuse disposal	2,000	138	138	138
Sewer utilities	600	49	97	99
Storm water utilities	1,900	236	472	436
Misc. utilities	6,000	13	27	1,915
Buildings-repair & maintenance	700	-	-	-
Structure repair & maintenance	1,000	-	-	-
Maintenance agreement	-	98	98	-
Misc repairs & maintenance	3,000	-	(1,830)	-
Cash short and over	-	(3)	-	(332)
Dues and subscriptions	2,000	-	-	239
Licenses and taxes	1,000	-	-	-
Miscellaneous	100	-	-	-
Capital Outlay				
Bldgs & structure-misc	-	-	-	-
Machinery and equipment misc	-	-	-	-
Office equipment purchase	-	-	-	-
Total Expenditures	335,642	30,732	51,388	58,649
Excess (Deficiency) of Revenue Over Expenditures	(230,642)	(19,354)	(24,645)	(27,811)

ADMINISTRATIVE SERVICES MEMO

DATE: MARCH 20, 2026
TO: HONORABLE MAYOR AND CITY COUNCIL
SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEM

1. **APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT – WORTHINGTON OKABENA WINDSURFERS**

Exhibit 1 is an Application for Exemption from Lawful Gambling Permit submitted by the Worthington Okabena Windsurfers as follows:

Organization: Worthington Okabena Windsurfers
CEO: Erin Ahrens
Type of Event: Raffle
Date: Saturday, June 13, 2026
Sailboard Beach

The application must receive approval from the City Council prior to being submitted to the State for approval.

Council action is requested on the Application for Exemption from Lawful Gambling Permit submitted by the Worthington Okabena Windsurfers.

CASE ITEMS

1. **NOMINATING COMMITTEE APPOINTMENTS / REAPPOINTMENTS**

A Nominating Committee Meeting was held on Wednesday, March 18, 2026 and are making the following recommendations for the following appointments / reappointments:

Airport Advisory Board

Re-appoint JR Arnt to a second five-year term, term to expire September 30, 2031

Charter Commission

Appoint Jim Elsing to a first four-year term, term to expire March 31, 2030

Appoint Jessica Williams to a first four-year term, term to expire March 31, 2030

Appoint Jason Turner to a first four-year term, term to expire March 31, 2030

Appoint Jim Mahoney to a first four-year term, term to expire March 31, 2030

Appoint Sarah Hayenga to a first four-year term, term to expire March 31, 2030

Appoint Mike Woll to a first four-year term, term to expire March 31, 2030

Appoint Trevor Nickel to a first four-year term, term to expire March 31, 2030

Re-appoint Bryan Namanny to a first four-year term, term to expire March 31, 2030

Housing & Redevelopment Authority

Appoint Shari Mangel to a first five-year term, term to expire October 31, 2031

Park & Recreation Advisory Board

Re-appoint Jason Johnson to a second three-year term, term to expire March 31, 2029

Appoint Beth Namanny to a first three-year term, term to expire March 31, 2029

Appoint Julie Lindner to a first three-year term, term to expire March 31, 2029

Planning Commission

Appoint Staci Murphy to a first three-year term, term to expire March 31, 2029

Public Arts Commission

Appoint May Lam to a first three-year term, term to expire March 31, 2029

Appoint Christy Menke to fill the unexpired term of Blake Regnier who resigned, term to expire November 30, 2026

Traffic & Safety Committee

Appoint Phil Benson to a first three-year term, term to expire March 31, 2029

Water & Light Commission

Re-appoint Deb Weg to a fourth three-year term, term to expire March 31, 2029

Re-appoint Mike Fury to a first three-year term, term to expire March 31, 2029

Council Action is requested to approve the recommendations for the following appointments / reappointments.

2. **CITY COUNCIL CONSIDERATION AND APPROVAL OF AGREEMENT WITH PAYCOM, LLC FOR PAYROLL AND HUMAN CAPITAL MANAGEMENT PROCESSING SYSTEM**

Finance and Administration Staff have reviewed the current payroll and human resources management systems and processes. The existing system is fully reliant on manual input of timesheets by employees and biweekly compensation and benefits by the Compensation Specialist. Our current method is labor intensive and time consuming. It takes our payroll and benefits staff a minimum of two and one-half days each pay period. In addition, our current system does not automate a fully integrated human resources and payroll operation.

Opportunities to improve efficiency, accuracy, compliance, and employee self-service capabilities have been identified with Paycom Payroll, LLC and their Payroll and Human Capital Management system. Paycom is a comprehensive, cloud-based payroll and human capital management solution. Paycom offers an integrated platform that includes payroll processing, time and attendance tracking, benefits administration, talent acquisition, onboarding, and employee self-service tools.

The advantages of the Paycom system include:

- Streamlined payroll processing with reduced manual entry and errors,
- Enhanced compliance with federal and state regulations,
- Improved data security and reporting capabilities,
- Increased efficiency through automation and system integration,
- Expanded employee self-service features, reducing administrative workload,
- Provides a platform for employee only notifications and commonly used documents including the personnel policy handbook,
- Provides a system to automatically track policy notifications to employees such as Paid Leave and Earned Sick and Safe Time, and
- Ability for employees to retrieve payroll and tax documents.

The proposed agreement (*shown in Exhibit 2*) is for a three-year term and includes an initial implementation cost of \$10,821.87 and annual estimated fees of \$51,609.30 based on the number of employees receiving compensation throughout the year. Funding will be through the Data Processing Fund in which costs are allocated among other funds on a pro-rated share. It is anticipated that efficiencies gained will offset administrative costs.

Staff recommends that City Council approve the agreement with Paycom Payroll, LLC and authorize the Mayor and Clerk to execute all necessary documents.

MINNESOTA LAWFUL GAMBLING
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: Worthington Okabeña Windsurfers Previous Gambling Permit Number: X

Minnesota Tax ID Number, if any: ----- Federal Employer ID Number (FEIN), if any: -----

Mailing Address: 700 2nd Avenue

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

Name of Chief Executive Officer (CEO): Erin Ahrens

CEO Daytime Phone: ----- CEO Email: -----
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): wcofc@forwardworthington.com

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
 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): Sailboard Beach

Physical Address (do not use P.O. box): Sailboard Beach, Lake Okabeña

Check one:

City: Worthington Zip: 56187 County: Nobles

Township: ----- Zip: ----- County: -----

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, June 13th, 2026

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 and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

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.)

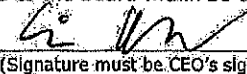
Print Township Name: _____

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:  Date: 3-12-26

(Signature must be CEO's signature; designee may not sign)

Print Name: Erin Ahrens

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 Department 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

Investment Summary

Finalized on

March 17, 2026 | Quote Valid for 30 Days
Proposal ID | 1308853.755703.1796648
Country | United States of America
State | Minnesota
Currency | USD

Proposal Prepared for

CITY OF WORTHINGTON PROPOSAL 1
303 9TH ST
WORTHINGTON, MN 56187
507-372-8600

Proposal Prepared by

Paycom Payroll, LLC
7501 W. Memorial Road Oklahoma City, Oklahoma
73142
1-800-580-4505



Per Payroll Transaction

8.63 (Base) + 0.95 (Per Check)



Per Employee Per Month

22.72



Total Initial Investment

10,821.87

Comprehensive Service Breakdown: Refer to the Pages That Follow

CLIENT AUTHORIZATION

Client Signature

Rick von Holdt

Printed Name

Mayor

Title

Date

All Pricing is subject to change with written or electronic notice. Client acknowledges and agrees that delivery fees and check stuffing fees do not always involve delivery of a physical check, paystub, and/or report to Client. Additional processing fees may apply. All applicable taxes, including but not limited to sales or service taxes, are not included in the above proposal (unless specified otherwise). Client is responsible for applicable taxes in addition to the fees outlined in the proposal. Applicable taxes may vary by jurisdiction.

Paycom's Services, fees, and charges are subject to the Payroll and Human Capital Management Services Agreement, which is hereby incorporated by reference, and includes the current version of the General Terms and Conditions and applicable Schedules located at paycom.com/agreements

Initial Term End Date: 5/15/2029
Renewal Term: 3 Year(s)

Investment Summary



Finalized on

March 17, 2026 | Quote Valid for 30 Days

Proposal ID | 1308853.755703.1796648

Currency | USD

PAYROLL PROCESSING COSTS	BASE	PER CHECK	PER USE
PAYROLL TRANSACTION	8.63	0.95	
DIRECT DEPOSIT (PER ADDITIONAL DISTRIBUTION)			0.31
GARNISHMENTS (PER ORDER)			10.00
DELIVERY (PER DELIVERY)			20.00

PAYROLL DETAILS	# OF PAYROLLS	# OF EMPLOYEES	PER PAYROLL
BI-WEEKLY	26	170	170.13

MONTHLY COSTS	QUANTITY	PER USE	PEPM	UNIQUE EMPLOYEES PAID	PER MONTH
HUMAN CAPITAL MANAGEMENT SOLUTIONS			22.72	170	3,862.40
MULTI-JURISDICTION (PER ADDITIONAL JURISDICTION)		6.00			
401(K) FILE	1				69.76
TOTAL					3,932.16

SOLUTION DETAILS		
SINGLE APPLICATION HCM SYSTEM	DEDICATED PAYCOM SPECIALIST	POSITION SEAT MANAGEMENT
ORGANIZATIONAL CHART	MANAGER ON-THE-GO®	EMPLOYEE SELF-SERVICE®
ASKHERE	IWANT	APPLICANT TRACKING
SELF-ONBOARDING	NEW HIRE REPORTING	DOCUMENTS AND CHECKLISTS
E-VERIFY®	SCHEDULING	TIME AND ATTENDANCE
TIME PUNCH IMPORT	TIME-OFF REQUESTS	TIME-OFF ACCRUAL TRACKING
GONE®	GEOFENCING	BENEFITS ADMINISTRATION
BENEFITS-TO-CARRIER	ENHANCED AFFORDABLE CARE ACT	GOVERNMENT & COMPLIANCE
EXPENSE MANAGEMENT	MILEAGE TRACKER/FAVR	PERSONNEL ACTION FORMS
PERFORMANCE DISCUSSION FORMS	PAYROLL PROCESSING	BETI®
APPROVE MY CHECK	PAYROLL AUTOMATION	PAYROLL DASHBOARD
PAYROLL GROSS TO NET	PAYCOM PAY®	CHECK STUFFING
DIRECT DEPOSITS	CHECK VOUCHERS	FEDERAL ELECTRONIC TAX DEPOSITING (941, 940)
DEPOSIT AND FILE STATE TAX DEPOSITS	DEPOSIT AND FILE SUTA (STATE UNEMPLOYMENT)	QUARTERLY FEDERAL/STATE DEPOSIT STATEMENTS
QUARTERLY 941S SIGNED AND FILED	TAX REGISTRATION SERVICE	VAULT
ADVANCED REPORT CENTER	PUSH REPORTING®	GL CONCIERGE
WORKERS COMP TRACKING	401(K) STANDARD REPORT	DIRECT DATA EXCHANGE®
MY ANALYTICS/EXECUTIVE DASHBOARD	EMPLOYMENT PREDICTOR	MYCOM

Investment Summary



Finalized on

March 17, 2026 | Quote Valid for 30 Days

Proposal ID | 1308853.755703.1796648

Currency | USD

PER USE COSTS

ENHANCED BACKGROUND CHECKS®		PER USE FEE
DRUG TESTING		PER USE FEE
TAX CREDITS	CONTINGENCY FEE	20.00%
CARRIER FEEDS	PER PLAN TYPE TO BE BILLED ON COMPLETION	650.00

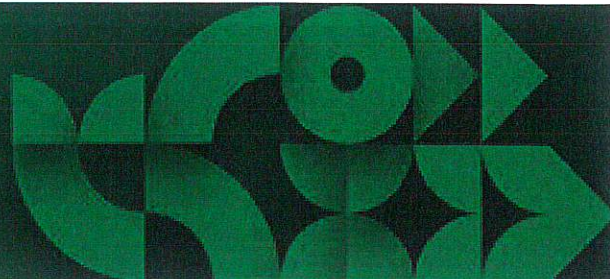
ANNUAL COSTS

EMPLOYEE/EMPLOYER W-2S	PER FORM	6.95
W-3 TRANSMITTAL		75.00
ACA FORM 1094 (B OR C)		75.00
ACA FORM 1095 (B OR C)	PER FORM	6.95

ONE-TIME COSTS

CLIENT CONVERSION		10,321.87
401(K) FILE		500.00
TOTAL		10,821.87

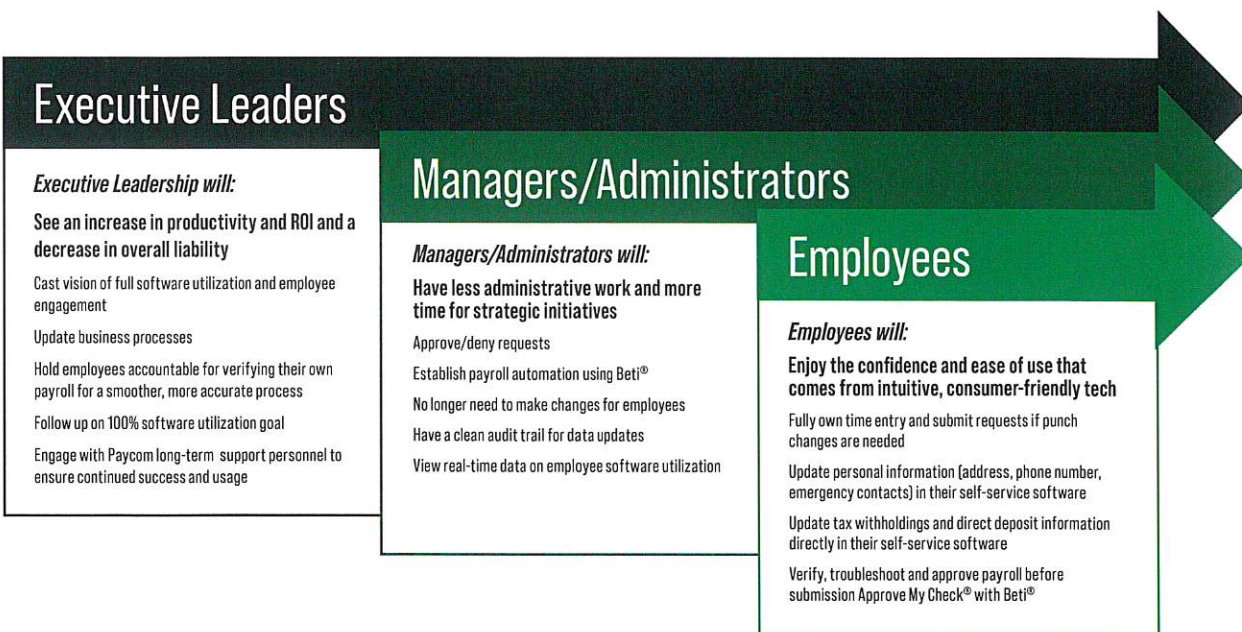
COMMITMENT TO CHANGE



Company Name: City of Worthington

Welcome to Paycom! We look forward to our ongoing partnership and want to ensure you achieve success. Successful use of Paycom means you fully utilize the Paycom software, maximize workforce efficiency, decrease liability and realize a maximum return on your investment. We are asking for your commitment to fully engage your workforce in the utilization of the Paycom software.

What does this success look like in practice? It is a culture shift to empowered employees that benefits everyone at your organization:



Successful culture shifts start with executive commitment to this vision. We need you to take the following actions:

1. Cast vision of 100% software utilization and employee engagement.
2. Share your commitment with other leaders and your workforce.
3. Ensure business processes are updated to align with this vision.
4. Follow up on this goal throughout implementation and beyond.

We're committed to helping you every step of the way, including providing the tools and training necessary to lead your workforce to 100% usage of the Paycom software. We ask you to show your commitment to this transformation by signing this pledge.

Date: _____ First check date: _____

Client signature: _____





Payroll and Human Capital Management Services Agreement

This Payroll and Human Capital Management Services Agreement (“PHCMSA”), effective as of the date of Client’s signature below (“Effective Date”), is by and between Paycom Payroll, LLC, a Delaware limited liability company whose corporate headquarters is located at 7501 W. Memorial Road, Oklahoma City, OK 73142, United States of America, and its applicable affiliates (hereinafter “Paycom”) and the undersigned Client (hereinafter “Client”).

Paycom and Client agree that this PHCMSA, the General Terms and Conditions (www.paycom.com/agreements), as may be amended from time to time as provided for therein (the “GTC”), and all of the applicable service component Schedules (www.paycom.com/agreements) (“Schedules”) shall apply to all services provided by Paycom to Client except for certain standalone services governed by separate agreements. The GTC and the applicable Schedules are incorporated by reference herein as if fully set forth herein. All of Paycom’s services provided to Client, but excluding the background screening services, shall be and are collectively referred to as the “Services.” This PHCMSA, the GTC and the applicable service component Schedules shall be and are collectively referred to as the “Agreement.”

Subject to the terms and conditions of the Agreement, Paycom agrees to perform and Client hereby engages and hires Paycom to perform on Client’s behalf each of the Services indicated on proposal(s) acknowledged by Client and as more specifically described in this Agreement. The final version(s) of such proposal(s) acknowledged by Client are incorporated by reference herein as if fully set forth herein.

Subject to the terms and conditions of this Agreement, Paycom shall make available to Client each service component of the Services promptly after Client provides Paycom with the information and documents that Paycom requires to begin performing the subject Services.

Paycom’s Services are based upon information and instructions provided by Client. Client is solely responsible for the accuracy and completeness of all information and instructions provided to Paycom. Notwithstanding anything to the contrary in this Agreement, Paycom shall not be liable or responsible for errors or omissions arising from Paycom’s reliance upon Client’s instructions or incorrect or incomplete information, designations, elections, or instructions provided by Client.

Notwithstanding anything to the contrary in this Agreement, the Services provided by Paycom expressly do not include the rendering of legal, tax, accounting, or investment advice to Client or Client’s employees.

LIMITATIONS OF LIABILITY. NOTWITHSTANDING ANYTHING TO THE CONTRARY HEREIN, BUT EXCEPT AS TO THOSE MATTERS PROVIDED FOR IN SECTIONS 12 AND/OR 24 OF THE GENERAL TERMS AND CONDITIONS, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR SPECIAL DAMAGES (INCLUDING BUT NOT LIMITED TO DAMAGES TO LOST ANTICIPATED SAVINGS), WHETHER FORESEEABLE OR NOT AND HOWEVER CAUSED, EVEN IF SUCH PARTY IS ADVISED OF THE POSSIBILITY THAT SUCH DAMAGES MIGHT ARISE. NOTWITHSTANDING ANYTHING TO THE CONTRARY HEREIN, EXCEPT AS LIMITED FURTHER BY THE AGREEMENT AND EXCEPT FOR THE ITEMS DESCRIBED IN SECTIONS 24.1 THROUGH 24.8 OF THE GENERAL TERMS AND CONDITIONS, THE AGGREGATE LIABILITY OF EACH PARTY TO THE OTHER FOR ANY OR ALL LOSSES OR INJURIES FROM ANY ACTS OR OMISSIONS UNDER THIS AGREEMENT OR FROM ANY SERIES OF BREACHES ARISING OUT OF THE SAME OR SUBSTANTIALLY THE SAME ERROR(S), ACT(S), INCIDENT(S), OR OMISSION(S), REGARDLESS OF THE NATURE OF THE LEGAL OR EQUITABLE RIGHT CLAIMED TO HAVE BEEN VIOLATED, SHALL UNDER NO CIRCUMSTANCES EXCEED AND SHALL BE LIMITED TO AN AMOUNT EQUAL TO THE FEES AND CHARGES PAID BY CLIENT TO PAYCOM UNDER THIS AGREEMENT DURING THE TWELVE MONTH PERIOD IMMEDIATELY PRECEDING THE FIRST OCCURRENCE OF THE ALLEGED BREACH, OR SERIES OF BREACHES ARISING OUT OF THE SAME ERROR, ACT, INCIDENT, OR OMISSION, FOR THE SERVICE COMPONENT(S) WHICH IS/ARE THE SUBJECT OF THE ALLEGED BREACH. CLIENT ACKNOWLEDGES THAT PAYCOM IS NOT AN INSURER OF CLIENT’S POTENTIAL LOSSES AND THAT THE FEES AND CHARGES PROVIDED FOR HEREIN ARE NOT SUFFICIENT TO RENDER PAYCOM AS CLIENT’S INSURER. THESE LIMITATION OF LIABILITY PROVISIONS, INCLUDING THE AGGREGATE CAP, ARE MATERIAL PROVISIONS OF THIS AGREEMENT THAT HAVE BEEN MATERIALLY AND SPECIFICALLY RELIED UPON BY PAYCOM WITH RESPECT TO DEFINING ITS SERVICES, ITS OBLIGATION AND ITS PRICING IN THIS AGREEMENT.

The Agreement will begin on the Effective Date and continue through the Initial Term End Date listed on Client’s proposal signed in connection with this Agreement (“Initial Term”). After the Initial Term, any renewal period shall equal the length of the Renewal Term indicated on Client’s proposal signed in connection with this Agreement (a “Renewal Term”). After the Initial Term or after any Renewal Term, the Agreement shall automatically renew for a successive Renewal Term unless either Party notifies the other Party with a written or electronic notice of non-renewal of the party’s intent not to renew the Agreement at least ninety (90) days prior to expiration of the then-effective Initial Term or Renewal Term, with *time being of the essence*. The Initial Term and Renewal Term, if any, together shall be considered the term (“Term”).

In the event that: (i) Client terminates this Agreement prior to the expiration of the Term; (ii) during the Term, Client ceases to exclusively use Paycom’s Services; or (iii) Paycom terminates the Agreement pursuant to Section 8 of the GTC during the Term; then Client agrees that Client shall be liable to Paycom for an early termination fee, which is computed as follows:

The average monthly Paycom fee amount assessed against Client (by averaging all Paycom monthly fees and charges assessed against Client throughout the most recent prior six (6) full calendar months of Client’s use of Paycom’s Services as its exclusive provider); multiplied by the number of months remaining in the Term. In the event Client does not: (i) process a first payroll with Paycom; or (ii) initially use Paycom’s Services for six full months, then the average monthly Paycom fee shall be computed based upon the estimated average monthly fee calculated on the proposal(s) signed by Client.

Paycom’s right to recover an early termination fee shall be in addition to any other rights Paycom may have against Client under any other applicable agreement (including Paycom’s right to recover any unpaid fees or charges for Services rendered). The Parties agree that Paycom’s pricing to Client was based upon a multi-month commitment and that the early termination fee constitutes the Parties good faith liquidated estimate of Paycom’s actual damages in the event of early termination and is not intended as any sort of penalty.

Business tax identification number (FEIN in USA): _____

Notwithstanding the foregoing, Client shall not be liable to Paycom for an early termination fee, as described above, in the event Client ceases to use Paycom's services as a result of a material breach by Paycom of Paycom's obligations under this Agreement that remains uncured within a reasonable time after Client provides Paycom with written notice of material breach of Paycom's alleged breach and a reasonable opportunity to cure such breach.

All issues and questions concerning the construction, validity, enforcement, performance and interpretation of the Agreement, the parties' business dealings now or hereafter, and the parties' corresponding, contemporaneous and/or subsequent agreements shall be governed by, and construed in accordance with, the laws of the State of Oklahoma, United States of America. With respect to any claim arising out of the Agreement, the parties' business dealings and/or the parties' corresponding, contemporaneous and/or subsequent agreements, each party irrevocably submits to the exclusive jurisdiction and exclusive venue of the State or U.S. Federal courts located in Oklahoma County, Oklahoma, United States of America.

The PHCMSA, GTC and any applicable Schedule are intended to contain supplemental and complementary terms and conditions. In the event of a direct conflict between the terms of the PHCMSA, the GTC and any Schedule such conflict shall be resolved in the following order, from highest priority to lowest priority: (1) PHCMSA; (2) GTC; and (3) the applicable Schedule. Notwithstanding the foregoing sentence, any terms in such Schedule that are specific to the service provided in the Schedule, as distinguished from general contract terms, shall control over (1) and (2).

Client and the undersigned individual each represent that the signatory to this Agreement is authorized to enter into such agreement on behalf of Client. By signing below, Client agrees that it has (1) received the Agreement, (2) had an opportunity to read the Agreement and (3) agrees to be bound by the terms of the Agreement.

IN WITNESS WHEREOF, Paycom and Client have executed this Agreement as of the Effective Date.

AGREED AND ACCEPTED BY CLIENT:

PAYCOM PAYROLL, LLC d/b/a PAYCOM, for itself and its applicable affiliates:

COMPANY LEGAL NAME

AUTHORIZED SIGNATURE

TYPE OR PRINT NAME

TITLE

TYPE OR PRINT NAME

AUTHORIZED SIGNATURE

Date

Reporting Agent
TITLE

Business tax identification number (FEIN in USA): _____

PUBLIC WORKS MEMO

DATE: MARCH 19, 2026
TO: HONORABLE MAYOR AND CITY COUNCIL
SUBJECT: ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEMS**1. APPROVE MN WEST BALLFIELD MAINTENANCE CONTRACT**

The City of Worthington and MN West have a proposed maintenance agreement (*Exhibit I*), to have City Public Works staff do annual maintenance on the athletic fields located on the MN West Worthington campus. These fields include the baseball, softball, and football practice fields. The maintenance duties that Public Works will be responsible for include mowing, dragging, lining, fertilizing, aerating, and general cleanup. The proposed fee that MN West will pay the City of Worthington for these services is \$16,885.92 a 10% increase over last year's contract. City of Worthington's Park and Recreation Advisory Board has reviewed the contract and is supportive of its passage.

Council action is requested to approve the MN West Maintenance Contract.

2. DISTRICT 518 BALLFIELD MAINTENANCE AGREEMENT

The City of Worthington currently leases, from Worthington School District 518, the Middle School Baseball complex. The Public Works Department maintains and schedules all activities for these fields. These duties include:

- Field maintenance
- Cleaning and trash removal
- Minor maintenance of facilities

The proposed fee that District 518 will pay the City of Worthington, is \$13,468.00 a 10% increase from 2025. A copy of the agreement (*Exhibit 2*) is included. This agreement has been approved by District 518 and by the Park and Recreation Advisory Board.

Council Action is requested to approve the agreement with District 518.

3. MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT

Council, at their February 10, 2025, meeting approved a bid with Everstrong Construction, to build a new 150'x 50' three bay hangar at the Worthington Municipal Airport. This bid was accepted contingent on receiving FAA grants to provide any eligible funding. The Worthington Municipal Airport has since been awarded three FAA grants toward this hangar project.

MNDOT has now authorized a third companion grant (*Exhibit 3*) to fund a portion of the associated cost of this airport improvement. The amount of this companion grant shall not exceed \$6,863.89 or 2.5% of the FAA grant. For Councils information, the total local share of this 1.2-million-dollar hangar project will be \$51,025.21

Council action is requested to adopt the resolution, shown in **Exhibit 3**, accepting the Grant and authorize the Mayor and City Clerk to sign any necessary agreements.

4. **AUTHORIZE EXECUTION OF GLENWOOD HEIGHTS FARM LAND LEASE**

The City owned land in our Glenwood Heights addition currently has 20 acres of agricultural land that we were renting to a local farmer during our initial developmental stage. Staff has now decided that we should look at a longer-term option for leasing this agricultural land.

Staff contacted area renters and advertised in the local newspaper, requesting proposals for this property. Sealed proposals were opened at 11:00am on March 16th. The highest proposal was as follows

- 4B Acres Inc. \$6,300.00 Per Year

Included in your packet is a copy of the proposed lease (*Exhibit 4*). Staff is recommending awarding a 2-year lease commencing on April 15, 2026 and ending on March 15, 2028, with a mutual option to renew at that time.

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

5. **AUTHORIZE EXECUTION OF OLSON TRUST FARM LAND LEASE**

The current rental lease for the 10 acres of Olson Trust agricultural land East of County Road 57 at the Highway 59 West Industrial Park was set to expire on February 28, 2020. In January of this year proposals were requested for a new 2-year lease of this agricultural land.

Staff contacted area renters and advertised in the local newspaper, requesting proposals for this property. Sealed proposals were opened at 11:00am on March 16th. The highest proposal was as follows

- Tom Martin. \$2,551.00 Per Year

Included in your packet is a copy of the proposed lease (*Exhibit 5*). Staff is recommending awarding a 2-year lease commencing on April 15, 2026 and ending on March 15, 2028, with a mutual option to renew at that time.

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



Contract Number: MWCTC-2026-062727

P.O. Number: tbd

MAINTENANCE/SERVICE MASTER CONTRACT [NOT BUILDING CONSTRUCTION OR REMODELING]

THIS CONTRACT, and amendments and supplements thereto, is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of MINNESOTA WEST COMMUNITY AND TECHNICAL COLLEGE (hereinafter “Minnesota State”), and WORTHINGTON CITY OF, PO BOX 458, WORTHINGTON, MINNESOTA, 56187-0458, an independent contractor, not an employee of the State of Minnesota (hereinafter “Contractor”).

WHEREAS, Minnesota State, pursuant to Minnesota Statutes Chapter 136F, is empowered to procure from time to time certain services; and

WHEREAS, Minnesota State is in need of maintenance or services that are not related to building or facilities construction or remodeling; and

WHEREAS, the Contractor represents it is duly qualified and willing to perform the services set forth in this contract; and

NOW, THEREFORE, it is agreed:

1. **TERM OF CONTRACT.** This contract shall be effective on Upon Execution **or upon the date the final required signature is obtained by Minnesota State, whichever occurs later**, and shall remain in effect until November 30, 2026 or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. **The Contractor understands that no work should begin under this contract until all required signatures have been obtained and the Contractor is notified by an authorized representative of Minnesota State that it may begin work.** The term of any work authorization issued under this Maintenance/Service Master Contract may not extend beyond the expiration of this Master Contract.
2. **CONTRACTOR’S DUTIES AND SCOPE OF WORK.**
 - a. The Contractor may be requested by Minnesota State to perform any of the following services under individual work authorizations:

Baseball/Softball/Football Fields Maintenance Time/ Cost

March 1 -May 15th			10 Weeks
Mow/Weed eat	Fields		4 Hours / 2 times week
Trash	Fields		1 Hour / 1 time a week
Maintenance on Fields/ Mound	Fields		2 Hour /4 times a week
May 15 th – Aug 15 th			12 Weeks
Mow/Weed eat	Fields		4 Hours / 2 times week
Clean facilities/ Trash	Fields		1 Hour / 5 times week
Misc. Maintenance/Water	Fields		4 Hours / Week
Aug 15 th – Nov 1 st			14 Weeks
Mow/Weed eat	Fields		4 Hours / 1 time a week
Clean facilities/ Trash	Fields		1 Hour / 5 times week
Misc. Maintenance/Water	Fields		4 Hours / Week

A complete detailed description of required work will be furnished in each work authorization issued. Work authorizations issued to Contractor are incorporated as part of this Master Contract.

- b. The Contractor understands that only upon receipt of a work authorization shall Contractor begin work under this Master Contract. Any and all effort, expenses, or actions taken before the work authorization is issued is not authorized under Minnesota Statutes and is undertaken at the sole responsibility and expense of Contractor.
- c. The Contractor shall comply with all time requirements described in a work authorization. In the performance of work pursuant to this Contract, time is of the essence.

- d. The Contractor understands that this Master Contract is not a guarantee of a work authorization. Minnesota State has determined that it might have need for the services under this Master Contract, but Minnesota State does not commit to issuing a work authorization or spending any money with Contractor.
- e. The Contractor and all of its Subcontractor(s) shall comply with the Labor Standards and Wages requirements of Minnesota Statutes Chapter 177 as applicable.
- f. Minnesota Statutes Section 177.43, Subd. 3, requires the collection of payroll information, as further described below, for all Contracts or work under a work authorization, unless:
 - the estimated total cost of completing the project is less than \$2,500 and only one trade or occupation is required to complete it, or
 - the estimated total cost of completing the project is less than \$25,000 and more than one trade or occupation is required to complete it.
- i. Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Rules 5200.1000 to 5200.1120, this project contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties.

For more information regarding prevailing wage and its application, contact:

Minnesota Department of Labor and Industry
Prevailing Wage unit
443 Lafayette Road N
St. Paul, MN 55155
Phone: (651) 284-5091
E-mail: dli.prevwage@state.mn.us
Web: www.dli.mn.gov

- ii. The Contractor shall review the applicable Prevailing Wage Rate Requirements to determine the applicable prevailing wage rates, prevailing hours of labor, and hourly basic rates of pay that are applicable to this project contract. A copy of the applicable Prevailing Wage Rate Determination Schedule, as published by Minnesota Department of Labor and Industry, can be found at the DOLI website for commercial construction. The prevailing wage rates, prevailing hours of labor, and

hourly basic rates of pay for all trades and occupations required in any project must be ascertained before the state asks for bids.

- iii. Hours of labor - Pursuant to Minnesota Statutes 177.43:
 1. no laborer or mechanic employed directly on the project work site by the contractor or any subcontractor, agent, or other person doing or contracting to do all or a part of the work of the project, is permitted or required to work more hours than the prevailing hours of labor unless paid for all hours in excess of the prevailing hours at a rate of at least 1-1/2 times the hourly basic rate of pay; and
 2. a laborer or mechanic may not be paid a lesser rate of wages than the prevailing wage rate in the same or most similar trade or occupation in the area.

Exceptions

This requirement does not apply to wage rates and hours of employment of laborers or mechanics who process or manufacture materials or products or to the delivery of materials or products by or for commercial establishments which have a fixed place of business from which they regularly supply processed or manufactured materials or products. This section applies to laborers or mechanics who deliver mineral aggregate such as sand, gravel, or stone which is incorporated into the work under the contract by depositing the material substantially in place, directly or through spreaders, from the transporting vehicle.

Posting

The prevailing wage rates, prevailing hours of labor, and hourly basic rates of pay for all trades and occupations required in any project must be ascertained before the state asks for bids. Each contractor and subcontractor performing work on a public project shall keep the information posted on the project in at least one conspicuous place for the information of the employees working on the project.

Penalty

It is a misdemeanor for an officer or employee of the state to execute a contract for a project without complying with this section, or for a contractor, subcontractor, or agent to pay any laborer, worker, or mechanic employed directly on the project site a lesser wage for work done under the contract than the prevailing wage rate as stated in the contract. This misdemeanor is punishable by a fine of not more than \$700, or imprisonment for not more than 90 days, or both. Each agent or subcontractor shall furnish to the contractor evidence of compliance with

this section. Each day a violation of this section continues is a separate offense.

Examination of records; investigation

The Department of Labor and Industry shall enforce this section. The department may demand, and the contractor and subcontractor shall furnish to the department, copies of any or all payrolls. The department may examine all records relating to wages paid laborers or mechanics on work to which sections 177.41 to 177.44 apply.

The Contractor and subcontractors shall comply with Minnesota Statutes 177.41-.44. To facilitate compliance pursuant to the Statute, wage determinations (prevailing wages) were prepared for different trades for each county from which labor for said project would be secured and are included and published in the Contract Specifications. Any wage determinations that are found not to be so promulgated do not relieve the Contractor from any responsibility for paying the prevailing wage rate of the trade in question. Additional classifications may develop between certifications by the Minnesota Department of Labor and Industry. Therefore, no inference may be drawn from the omission of a classification which has local usage.

Prevailing wage violations

Upon issuing a compliance order to an employer pursuant to section 177.27, subdivision 4, for violation of sections 177.41 to 177.44, the commissioner shall issue a withholding order to the contracting authority ordering the contracting authority to withhold payment of sufficient sum to the prime or general contractor on the project to satisfy the back wages assessed or otherwise cure the violation, and the contracting authority must withhold the sum ordered until the compliance order has become a final order of the commissioner and has been fully paid or otherwise resolved by the employer.

During an investigation of a violation of sections 177.41 to 177.44 which the commissioner reasonably determines is likely to result in the finding of a violation of sections 177.41 to 177.44 and the issuance of a compliance order pursuant to section 177.27, subdivision 4, the commissioner may notify the contracting authority of the determination and the amount expected to be assessed and the contracting authority shall give the commissioner 90 days' prior notice of the date the contracting authority intends to make final payment.

- iv. Pursuant to Minnesota Statutes Section 177.43, Subd. 3, all contractors and subcontractors shall submit to the Owner's contracting entity copies

of payrolls that contain all the data required by Minnesota Statutes §177.30. Contractors and subcontractors shall use Form MnSCU073 for this purpose.

- v. Keeping Records; Penalty:
 - 1. every employer subject to Minnesota Statutes Section 177.21 to 177.44 must make and keep a record of:
 - a. the name, address, and occupation of each employee;
 - b. the rate of pay, and the amount paid each pay period to each employee;
 - c. the hours worked each day and each workweek by the employee;
 - d. for each employer subject to sections 177.41 to 177.44, and while performing work on public works projects funded in whole or in part with state funds, the employer shall furnish under oath signed by an owner or officer of an employer to the contracting authority and the project owner every two weeks, a certified payroll report with respect to the wages and benefits paid each employee during the preceding weeks specifying for each employee: name; identifying number; prevailing wage master job classification; hours worked each day; total hours; rate of pay; gross amount earned; each deduction for taxes; total deductions; net pay for week; dollars contributed per hour for each benefit, including name and address of administrator; benefit account number; and telephone number for health and welfare, vacation or holiday, apprenticeship training, pension, and other benefit programs; and
 - e. other information the commissioner finds necessary and appropriate to enforce sections 177.21 to 177.435. The records must be kept for three years in or near the premises where an employee works except each employer subject to sections 177.41 to 177.44, and while performing work on public works projects funded in whole or in part with state funds, the records must be kept for three years after the contracting authority has made final payment on the public works project.
 - 2. The commissioner may fine an employer up to \$1,000 for each failure to maintain records as required by this section. This penalty is in addition to any penalties provided under section 177.32, subdivision 1. In determining the amount of a civil penalty under this subdivision,

the appropriateness of such penalty to the size of the employer's business and the gravity of the violation shall be considered.

3. CONSIDERATION AND TERMS OF PAYMENT.

a. **Consideration** for all services performed and goods or materials supplied by the Contractor for all work authorizations issued pursuant to this Master Contract shall be paid by Minnesota State as follows:

i. **Compensation of**

Baseball / Softball School Seasons: Dan @ \$40.24/ per hour x 17 Hours x 8 weeks = \$5,472.68

School Fields Summer: Dan @ \$40.24/ per hour x 5 Hours x 12 weeks = \$2,414.40

Misc.Season Employee @ \$17.45/per hour x 8 hours x 12 weeks = \$1,675.20

School Fields Fall: Dan @ \$40.24/ per hour x 13 Hours x 14 weeks = \$7,323.68.

ii. The **total obligation** of Minnesota State for all compensation and reimbursement to the Contractor shall not exceed Not to Exceed Seventeen Thousand and 00/100 (\$17,000.00) Dollars.

iii. Check one box below as applicable.

Funds are encumbered on this contract and the encumbered amount is \$_____.

No funds are encumbered at this time and payment will be certified by purchase order.

b. **Terms of Payment.**

i. Payment shall be made by Minnesota State promptly after the Contractor's presentation of invoices for services performed and acceptance of such services by authorized representative Minnesota State. All services provided by the Contractor under work authorizations issued pursuant to this Master Contract shall be performed to the satisfaction of Minnesota State, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The Contractor shall not receive payment for work found by Minnesota State to be unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation. Invoices shall be presented by Contractor according to the following schedule:

1. Within thirty (30) days of receipt of an invoice following completion of acceptable services.
2. **Retainage.** No more than ninety-five percent (95%) of the amount due will be paid by Minnesota State until all the services under this Contract or applicable work authorization have been reviewed by authorized representative Minnesota State. The balance due will be paid when an authorized representative Minnesota State determines that the Contractor has satisfactorily fulfilled all the terms of the Contract or applicable work authorization.

- ii. **Nonresident Aliens.** Pursuant to 26 U.S.C. § 1441, Minnesota State is required to withhold certain federal income taxes on the gross compensation paid to nonresident aliens, as defined by Internal Revenue Code § 7701(b). Minnesota State will withhold all required taxes unless and until Contractor submits documentation required by the Internal Revenue Service indicating that Contractor is a resident of a country with tax treaty benefits. Minnesota State makes no representations regarding whether or to what extent tax treaty benefits are available to Contractor. To the extent that Minnesota State does not withhold these taxes for any reason, the Contractor agrees to indemnify and hold Minnesota State harmless for any taxes owed and any interest or penalties assessed.

4. **AUTHORIZED REPRESENTATIVES.**

All official notifications, including but not limited to work authorizations, purchase orders, or cancellation of this Master Contract must be sent to the other party's authorized representative.

- a. An authorized representative Minnesota State for the purpose of administration of this Master Contract is:

Name: Diana Fliss
Address: 1011 First Street West, Canby, Minnesota, 56220
Telephone: 507-223-1317
E-Mail: diana.fliss@mnwest.edu
Fax: 507-223-5291

Such representative shall have final authority for acceptance of the Contractor's services and, if such services are accepted as satisfactory, shall so certify on each invoice presented pursuant to Clause III, paragraph B.

- b. The Contractor's authorized representative for the purpose of administration of this Master Contract is:

Name: Todd Wietzma

Address: PO BOX 458, WORTHINGTON, Minnesota, 56187-0458

Telephone: 507-372-8600

E-Mail: tew@ci.worthington.mn.us

5. CANCELLATION AND TERMINATION.

a. This Master Contract may be canceled by Minnesota State at any time, with or without cause, upon thirty (30) days written notice to the Contractor. In the event of such a cancellation, the Contractor shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

b. Termination for Insufficient Funding. Minnesota State may immediately terminate this Master Contract, if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered in this Master Contract. Termination must be by written or fax notice to the Contractor within a reasonable time of Minnesota State receiving notice that sufficient funding is not available. Minnesota State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Contractor will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available Minnesota State will not be assessed any penalty if the Master Contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.

6. **ASSIGNMENT.** The Contractor shall neither assign nor transfer any rights or obligations under this Master Contract without the prior written consent of Minnesota State.

7. **LIABILITY.** The Contractor shall indemnify, save, and hold Minnesota State, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by Minnesota State, arising from the performance of this Master Contract, by the Contractor or Contractor's agents or employees. This clause shall not be construed to bar any legal remedies the Contractor may have for failure of Minnesota State to fulfill its obligations pursuant to this Master Contract.

8. **WORKERS' COMPENSATION.** The Contractor certifies it is in compliance with Minnesota Statutes § 176.181, subd. 2 pertaining to workers' compensation insurance coverage. The Contractor's employees and agents will not be considered Minnesota State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the obligation or responsibility of Minnesota State.

9. MINNESOTA STATUTE §181.59.

The Contractor will comply with the provisions of Minnesota Statute §181.59 which require:

Every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees: (1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or Contractor, shall, by reason or race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) that no contractor, material supplier, or Contractor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) that a violation of this section is a misdemeanor; and (4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

10. DATA DISCLOSURE.

- a. As a condition of this contract, Contractor is required by Minn. Stat. §270C.65 to provide a social security number, a federal tax identification number or Minnesota tax identification number. This information may be used in the enforcement of federal and state tax laws. These numbers will be available to federal and state tax authorities and state personnel involved in approving the contract and the payment of state obligations. Supplying these numbers could result in action to require CONTRACTOR to file state tax returns and pay delinquent state tax liabilities. **This contract will not be approved unless these numbers are provided.**
- b. **Independent Contractors.** Minn. Stat. §256.998 requires Minnesota State to report the name, address and social security number of independent contractors to the New Hire Reporting Center of the Minnesota Department of Human Services unless this Contract is for less than two months in duration with gross earnings of less than \$250.00 per month. This information may be used by state or local child support enforcement authorities in the enforcement of state and federal child support laws.

11. GOVERNMENT DATA PRACTICES ACT.

The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The Contractor and Minnesota State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by Minnesota State in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the Contractor in

accordance with this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the Contractor or Minnesota State.

In the event the Contractor receives a request to release the data referred to in this clause, the Contractor must immediately notify Minnesota State. Minnesota State will give the Contractor instructions concerning the release of the data to the requesting party before the data is released.

12. INTELLECTUAL PROPERTY.

The Contractor represents and warrants that any materials, plans, specifications, documents, software or intellectual property of any kind produced or used under this contract (“Materials”) do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The Contractor shall indemnify and defend, to the extent permitted by the Attorney General, Minnesota State at the Contractor’s expense from any action or claim brought against Minnesota State to the extent that it is based on a claim that all or part of the Materials infringe upon the intellectual property rights of another. The Contractor shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the Contractor’s or the opinion of Minnesota State is likely to arise, the Contractor shall, at the discretion of Minnesota State, either procure for Minnesota State the right or license to continue using the Materials at issue or replace or modify the allegedly infringing Materials. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

13. ANTITRUST.

The Contractor hereby assigns to the State of Minnesota any and all claims for overcharges as to goods or services provided in connection with this Master Contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

14. JURISDICTION AND VENUE.

This Master Contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Master Contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. AMENDMENTS.

Any amendments to this Master Contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

16. STATE AUDITS.

The books, records, documents, and accounting procedures and practices of the Contractor relevant to this Master Contract shall be subject to examination by Minnesota State and the Legislative Auditor for a minimum of six (6) years from the end of the contract.

17. SURVIVAL OF TERMS.

The following clauses survive the expiration, cancellation or termination of this contract: 7. Liability; 10., Data Disclosure; 11., Government Data Practices Act; 12., Intellectual Property; 14., Jurisdiction and Venue; and 16., State Audits.

18. FORCE MAJEURE.

No party to this Contract shall be responsible for any delays or failure to perform any obligation under this Contract due to acts of God, strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the parties' duty to perform obligations shall be suspended.

19. INSURANCE.

- a. Contractor shall submit an *ACORD* Certificate of Insurance to an authorized representative of Minnesota State prior to execution of the Master Contract.
- b. Contractor shall maintain and furnish satisfactory evidence of the following:
 - i. **Workers' Compensation Insurance.** Contractor shall provide workers' compensation insurance for all its employees and, in case any work is subcontracted, Contractor shall require the subcontractor to provide workers' compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Coverage B, Employer's Liability, at limits not less than \$100,000.00 bodily injury by disease per employee, \$500,000.00 bodily injury by disease aggregate, and \$100,000.00 bodily injury by accident.
 - ii. **Commercial General Liability.** Contractor shall maintain a comprehensive commercial general liability insurance (CGL) policy protecting it from bodily injury claims and property damage claims which may arise from operations under the Master Contract whether the operations are by Contractor or by a subcontractor or by anyone directly or indirectly employed under the Master Contract.

The minimum insurance amounts will be:

- \$2,000,000.00 per occurrence
- \$2,000,000.00 annual aggregate applying per project or location
- \$2,000,000.00 annual aggregate applying to Products/Completed Operations

In addition, the following coverages shall be included:

- Premises and Operations Bodily Injury and Property Damage
- Personal Injury and Advertising Injury
- Products and Completed Operations Liability
- Contractual Liability as provided in Insurance Services Office (ISO) form CG 00 01 04 13 or its equivalent
- Pollution Exclusion with standard exception as per Insurance Services Office (ISO) Commercial General Liability Coverage Form – CG 00 01 04 13 or its equivalent
- Independent Contractors (let or sublet work)
- Waiver of Subrogation in favor of Minnesota State
- Coverage will not contain any restrictive endorsement(s) excluding or limiting Broad Form Property Damage (BFPD) or Explosion, Collapse, Underground (XCU)

Name the following as Additional Insureds, to the extent permitted by law:

The Board of Trustees of the Minnesota State Colleges and Universities and its officers and members, to include the Project's College or University, the State of Minnesota, officers and employees of the State of Minnesota, the Architect and its agents as additional named insured, to the extent permitted by law, for claims arising out of the Contractor's negligence or the negligence of those for whom the Contractor is responsible for both ongoing and completed operations.

- iii. **Commercial Automobile Liability.** The Contractor shall maintain insurance protecting it from bodily injury claims and property damage claims resulting from the ownership, operation, maintenance or use of all owned, hired, and non-owned autos which may arise from operations of vehicles under the Master Contract, and in case any work is subcontracted the Contractor will require the subcontractors to maintain Commercial Automobile Liability insurance.

The minimum insurance amounts will be:

- \$2,000,000.00 per occurrence Combined Single Limit (CSL) for bodily injury and property damage

In addition, the following coverage shall be included:

- Owned, Hired, and Non-owned

c. Additional Insurance Conditions:

- The Contractor policy(ies) shall be primary insurance to any other valid and collectible insurance available to Minnesota State with respect to any claim arising out of Contractor's performance under this Master Contract:

- If the Contractor receives a cancellation notice from an insurance carrier affording coverage herein, Contractor agrees to notify Minnesota State within five (5) business days with a copy of the cancellation notice unless Contractor's policy(ies) contain a provision that coverage afforded under the policy(ies) will not be cancelled without at least thirty (30) days advance written notice to Minnesota State.
 - The Contractor is responsible for payment of Master Contract related insurance premiums and deductibles;
 - The Contractor's policy(ies) shall include legal defense fees in addition to its liability policy limits;
 - The insurance policies will be issued by a company or companies having an "A.M. Best Company" financial strength rating of A- (Excellent) or better and authorized to do business in the State of Minnesota prior to execution of the Master Contract.
 - An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the Master Contract.
- d. Minnesota State reserves the right to immediately terminate this Master Contract if Contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against Contractor. All insurance policies must be available for inspection by Minnesota State copies of policies must be submitted to a Minnesota State authorized representative upon written request.

The remainder of this page was intentionally left blank.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. CONTRACTOR: CITY OF WORTHINGTON

The CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of the CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature and printed name)
Title
Date

By (authorized signature and printed name)
Title
Date

2. VERIFIED AS TO ENCUMBRANCE:

Employee certifies that funds have been encumbered as required by Minnesota Statute §16A.15.

By (authorized signature and printed name)
Title
Date

**3. MINNESOTA STATE COLLEGES AND UNIVERSITIES
MINNESOTA WEST COMMUNITY AND TECHNICAL COLLEGE:**

By (authorized signature and printed name)
Title
Date

4. AS TO FORM AND EXECUTION:

By (authorized signature and printed name)
Title
Date

Maintenance and scheduling agreement

City of Worthington and Independent School District 518

Both parties agree to the following:

1. The City shall be responsible for maintenance and preparation for the three baseball fields located on the District 518 Middle School Property. These preparations include, but are not limited to, watering, mowing, weed eating, dragging, lining, pitching mound maintenance, cleaning, trash removal and minor maintenance on aforementioned facilities. These maintenances and preparations will commence on March 15, 2026 and continue throughout the 2026 baseball season.
2. From the period, that the baseball season has ended until freezup, the City will be responsible for doing any fall maintenance, including fertilizing, aerating, overseeding and close down procedures.
3. The City will provide all maintenance equipment to perform these preparations.
4. The City will be responsible for the scheduling of events and ensuring that the fields are ready for play.
5. ISD 518 will provide Agri-lime, as needed to properly maintain the infield portions of the fields.
6. ISD 518 will provide any paint, used for lining the fields, for any school sanctioned games.
7. ISD 518 will provide any necessary funding to make repairs to the above mentioned facilities.
8. ISD 518 will reimburse the City of Worthington the sum of \$13,468.00, for the services listed above.

ISD 518



Chairman



Clerk

City of Worthington



Rick VonHoldt Mayor



Mindy Eggers Clerk

**STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and **The City of Worthington, 303 Ninth Street, PO Box 279, Worthington, MN 56187** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project **A5301-97** ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat.§16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this Agreement.

AGREEMENT TERMS

1. Term of Agreement, Survival of Terms, Project Plans, and Incorporation of Exhibits

- 1.1 **Effective Date.** This Agreement will be effective on the date the State obtains all required signatures under [Minn.Stat.§16B.98](#), Subd. 5. As required by [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to Grantee until this Agreement is fully executed. Grantee must not begin work under this Agreement until it is fully executed and Grantee has been notified by the State to begin the work.
- 1.2 **Expiration Date.** This Agreement will expire on **December 31, 2030**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Airport Operations, Maintenance and Conveyance; Transfer of Interest; Indemnification; State Audits; Government Data Practices and Intellectual Property; Workers Compensation; Publicity and Endorsement; Governing Law, Jurisdiction and Venue; and Data Disclosure.
- 1.4 **Project Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits.** Exhibit(s) **A** through **B** are attached and incorporated into this Agreement

2. Grantee's Duties

- 2.1 **Project Completion and Changes.** Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project. Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project. Any changes to the plans or specifications of the Project after the effective date of this Agreement will be valid only if made by written amendment signed by the same parties who executed the original agreement, or their successors in office.
- 2.2 **Registered Engineer Designation.** If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, Grantee elects not to have such services performed by a registered engineer, then Grantee will designate another responsible person to oversee such work.
- 2.3 **Policy Compliance.** Grantee will comply with all the required grants management policies and procedures of [Minn.Stat.§16B.97](#), Subd. 4(a)(1).

- 2.4 **Publication of Grantee Contact Information.** Under Minnesota Statute § 16B.98, if a grantee has a website, the names and contact information for the grant administrator(s) and organization's leadership must be clearly published.
- 2.5 **Asset Monitoring.** If Grantee uses funds obtained through this Agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this Agreement without prior written consent of the State and an amendment to this Agreement executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 2.6 **Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes §360.305, subd. 4(d)(1), Grantee must operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period **20 years** from the date Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only.
- 2.7 **Transfer of Interest.** Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the Airport or in any real or personal property purchased or improved under this Agreement. If the State approves such a transfer or change in use, the State may impose, at its sole discretion, conditions and/or restrictions on such transfer, with which Grantee must comply.
3. **Time.** Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.
4. **Cost Participation and Payment**
- 4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated accordingly between the federal government, the State, and Grantee as described in Exhibit B.
- 4.1.1 **Federal Funding.** The federal multiyear amount is an estimate only. These funds are not committed and are only available after being made so by the federal government. Federal funds for the Project will be received and disbursed by the State.
- 4.1.1.1 **Requests for Additional Federal Reimbursement.** If Grantee intends to request additional federal reimbursement for Project costs, it must make all reasonable efforts to do so, and notify the State of the same, no later than thirty (30) days prior to the expiration of this Agreement. If federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the total state funds granted under this Agreement. Any further state match funding provided as part of this Agreement will be based on the State's current rate letter available at:
<https://www.dot.state.mn.us/aero/airportdevelopment/fundingandgrants.html>.
- 4.2 **Sufficiency of Funds.** Pursuant to Minnesota Rule 8800.2500, Grantee certifies that: (1) it presently has sufficient unencumbered funds available to pay for its share of the Project; (2) it has the legal authority to engage in the Project as proposed; and (3) the Project will be completed without undue delay.
- 4.3 **Total Obligation.** The State's total obligation for all compensation and reimbursements to Grantee under this Agreement will not exceed **\$6,863.89**.
- 4.4 **Payment**
- 4.4.1 **Invoices.** Grantee will submit invoices for payment by credit application via email. The form Grantee will use to submit invoices can be found on the Airport development forms website:
<https://www.dot.state.mn.us/aero/airportdevelopment/forms.html>. The State's Authorized Representative, as named in this Agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon completion of the services
- 4.4.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at the State's discretion.

- 4.4.3 **Expiration of Reimbursement.** Grantee must submit all final invoices for reimbursement no later than ninety (90) calendar days after the expiration date of this Agreement. Any invoices received after this 90-day period will not be eligible for payment.
- 4.4.4 **State's Payment Requirements.** The State will promptly pay all valid obligations under this Agreement as required by Minnesota Statutes §16A.124. The State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, the State will notify Grantee within ten (10) days of discovering the error. After the State receives the corrected invoice, the State will pay Grantee within thirty (30) days of receipt of such invoice.
- 4.4.5 **Grantee Payment Requirements.** Grantee must pay all Project contractors promptly. Grantee will make undisputed payments no later than thirty (30) days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten (10) days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within thirty (30) days of receipt of such invoice.
- 4.4.6 **Grant Monitoring Visit and Financial Reconciliation.** If the State's total obligation is greater than \$50,000.00, the State will conduct at least one monitoring visit and financial reconciliation of Grantee's expenditures. If the State's total obligation is greater than \$250,000.00, the State will conduct annual monitoring visits and financial reconciliations of Grantee's expenditures.
- 4.4.6.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which state employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.
- 4.4.6.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by the State.
- 4.4.6.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.
- 4.4.7 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.
- 4.4.8 **Closeout Deliverables.** At the close of the Project, Grantee must provide the following deliverables to the State before the final payment will be released by the State:
- 4.4.8.1 Electronic files of construction plans as both PDF and MicroStation compatible formats.
- 4.4.8.2 Electronic files of as-builts as both PDF and MicroStation compatible formats.
- 4.4.8.3 Electronic files of planning documents, including without limitation, airport layout plans and airport zoning plans, as PDF, MicroStation and GIS compatible formats.
- 4.5 **Contracting and Bidding Requirements.** Prior to publication, Grantee will submit to the State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to the State all contracts and subcontracts between Grantee and third parties to be funded by this Agreement. The State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. The State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten (10) business days.
5. **Conditions of Payment.** All services provided by Grantee under this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. No more than 95% of the amount due to Grantee under this Agreement will be paid by the State until it determines that Grantee has complied with all terms and conditions of this Agreement and has furnished all necessary records. In the event the

Airport fails to pass any periodic inspection conducted by a representative of the State's Office of Aeronautics, Grantee will not receive payment under this Agreement until all deficiencies identified by any such inspection have been rectified to the Office of Aeronautics' satisfaction.

6. Authorized Representatives

6.1 The State's Authorized Representative is:

Luke Bourassa, South Region Airports Engineer; (luke.bourassa@state.mn.us) (651)508-0448 and/or **Brian Conklin**, Regional Airport Specialist Sr.; (brian.conklin@state.mn.us) (651)252-7658, or their successor.

The State's Authorized Representative, or their designee, is responsible for monitoring Grantee's performance and is authorized to accept the services provided under this Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Todd Wietzema, Airport Manager
(507) 360-8764, twietzema@ci.worthington.mn.us
303 Ninth Street, PO Box 279
Worthington, MN 56187

or their successor. If Grantee's Authorized Representative changes at any time during the term of this agreement, Grantee must immediately notify the State.

7. Assignment; Amendments; Waiver; Agreement Complete; Electronic Records; Certification

7.1 **Assignment.** Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

7.2 **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

7.2.1 **FAA Letter Amendments.** Notwithstanding the foregoing, if the Federal Aviation Administration ("FAA") issues a Letter Amendment for this Agreement that results in an increase in the federal share of grant funds indicated in clause 4.1 herein, MnDOT's receipt of such Letter Amendment has the effect of automatically amending the total amount and respective shares granted under this Agreement without the requirement of a written amendment.

7.3 **Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

7.6 **Certification.** By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8. **Liability and Indemnification.** Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts or omissions of others, or the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of Grantee. Notwithstanding the foregoing, Grantee will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys' fees), and expenses arising in connection with the services performed under this Agreement, asserted by, or resulting from the acts or omissions of, Grantee's contractors, consultants, agents or other third parties under the direct control of Grantee.

9. **State Audits.** Under Minn. Stat. § 16B.98 Subd. 8, the books, records, documents, and accounting procedures and practices of Grantee, or those of any other party relevant to this Agreement, or transactions resulting from this

Agreement, are subject to examination by the State and/or the State Auditor, Legislative Auditor, or Attorney General as appropriate, for a minimum of six (6) years from: (1) the expiration or termination of this Agreement, (2) the receipt and approval of all final reports, or (3) the period of time required to satisfy all state and program retention requirements (available at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=10358099), whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10. Government Data Practices and Intellectual Property Rights

10.1 Government Data Practices. Grantee and the State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to herein, Grantee must immediately notify the State and consult with the State as to how Grantee should respond to the request. Grantee's response to the request must comply with applicable law.

10.2 Intellectual Property Rights.

10.2.1 Ownership. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this Agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this Agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this Agreement. The Documents will be the State's exclusive property, and Grantee must immediately return all such Documents to the State upon completion or cancellation of this Agreement. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to the State. Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.2.2 Obligations

10.2.2.1 Notification. Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this Agreement, Grantee will immediately give the State's Authorized Representative written notice thereof and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 Representation. Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Other indemnification obligations of this Agreement notwithstanding, Grantee will indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State from any action or claim brought against the State to the extent such action is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorneys' fees. If such a claim or action arises, or in either party's opinion is likely to arise, Grantee, at the State's discretion, must either: (1) procure for the State the right or license to use the intellectual property rights at issue, or (2) replace or modify the allegedly infringing Works or Documents as necessary and

appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11. **Workers' Compensation.** Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#) subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of Grantee's employees, as well as any claims made by any third party as a consequence of any act or omission on the part of Grantee's employees are in no way the State's obligation or responsibility.
12. **Publicity and Endorsement**
 - 12.1 **Publicity.** Any publicity regarding the subject matter of this Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on Grantee's website when practicable.
 - 12.2 **Endorsement.** Grantee must not claim that the State endorses its products or services.
13. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
14. **Termination; Suspension**
 - 14.1 **Termination.** The State or Commissioner of Administration may unilaterally terminate this Agreement at any time, with or without cause, upon written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
 - 14.2 **Termination for Cause.** The State may immediately terminate this Agreement if the State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
 - 14.3 **Termination for Insufficient Funding.** The State may immediately terminate this Agreement if:
 - 14.3.1 It does not obtain funding from the Minnesota Legislature; or
 - 14.3.2 If funding cannot be continued at a level sufficient to pay for the services contracted for under this Agreement. Termination must be by written or fax notice to Grantee. The State is not obligated to pay for any services that are performed after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
 - 14.4 **Suspension.** The State may immediately suspend this Agreement:
 - 14.4.1 In the event of a total or partial government shutdown due to its failure to pass an approved budget by the legal deadline. Asset Acquisitions completed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment; or
 - 14.4.2 If funding is canceled, withdrawn, or terminated, the State may suspend its performance until funding is restored. Suspension of performance under these circumstances will be temporary until funds become available again and does not release the State from its obligations under this Agreement.

15. **Data Disclosure.** Under [Minn. Stat. § 270C.65](#) subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.
16. **Fund Use Prohibited.** Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a state contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee has been awarded funds for the Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.
17. **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Grantee agrees that:
- 17.1 In the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Grantee, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
 - 17.2 No Grantee, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified herein, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color;
 - 17.3 A violation of this Section is a misdemeanor; and
 - 17.4 This Agreement may be canceled or terminated by the State, or any county, city, town, township, school, school district or any other person authorized to enter into agreements for employment, and all money due, or to become due under said agreements, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
18. **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by Grantee, however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.
19. **Telecommunications Certification.** By signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Grantee will not use funding covered by this Agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.
20. **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of Grantee's compliance with this provision. Grantee must cooperate with the State throughout the review process by supplying all requested information and documentation to the State,

making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.

21. Additional Provisions

[Intentionally left blank.]

[The remainder of this page has intentionally been left blank.]

MnDOT ENCUMBRANCE VERIFICATION

The individual certifies funds have been encumbered as required by Minn. Stat. 16A.15 and 16C.05.

By: _____
Date: _____
SWIFT Contract # _____

SWIFT Purchase Order # _____

**COMMISSIONER OF TRANSPORTATION
as delegated**

By: _____
Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____
Date: _____

GRANTEE

Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____



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

December 11, 2025

Mr. Luke Bourassa
Airport Development Engineer
MnDOT Office of Aeronautics
395 John Ireland Boulevard
St. Paul MN 55155

RE: Grant Application
Worthington Municipal Airport (OTG)
150' x 50' Multi-Bay Hangar Project **(AIG Funded)**

Dear Mr. Bourassa:

Please find enclosed the bid abstract, pre-construction photos, signed professional service agreements, FAA cost-price analysis, FAA Form SF-424, FAA Form 5100-100, and plans and specifications for the aforementioned project at the Worthington Municipal Airport in Worthington, Minnesota.

The aforementioned project involves construction of a 150-foot long by 50-foot deep hangar with three individual storage bays. 2,347-SF of the project was funded via the AIP 23-25 grant and 4,461-SF via the AIG 22-25 grant. **The city is requesting a 2026 AIG grant for the remaining 692-SF.**

The following is a breakdown of costs associated with this grant request:

150' x 50' MULTI-BAY HANGAR COST BREAKDOWN				
PROJECT ELIGIBILITY COST CALCULATION				
FAA ELIGIBLE	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
BASE BID: 150' X 50' HANGAR	\$884,499.79	\$840,274.80	\$22,112.49	\$22,112.49
FAA INELIGIBLE	TOTAL	FAA (0%)	STATE (70%)	LOCAL (30%)
BID ALT. 1: ROOF AND WALL INSULATION	\$59,162.30	\$0.00	\$41,413.61	\$17,748.69
TOTAL CONSTRUCTION:	\$943,662.09	\$840,274.80	\$63,526.10	\$39,861.18
		FAA	STATE	LOCAL
FINAL FUNDING PARTICIPATION RATES:		89.0440%	6.7319%	4.2241%
PROFESSIONAL SERVICES	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
DESIGN ENGINEERING - BMI	\$75,000.00	\$66,783.00	\$5,048.93	\$3,168.08
CONSTRUCTION ENGINEERING - BMI	\$85,000.00	\$75,687.40	\$5,722.12	\$3,590.49
TOTAL ENGINEERING:	\$160,000.00	\$142,470.40	\$10,771.04	\$6,758.56
CONSTRUCTION	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
EVERSTRONG CONSTRUCTION: BASE BID	\$884,499.79	\$787,593.99	\$59,543.64	\$37,362.16
EVERSTRONG CONSTRUCTION: BID ALT. 1	\$59,162.30	\$52,680.48	\$3,982.75	\$2,499.07
TOTAL CONSTRUCTION:	\$943,662.09	\$840,274.47	\$63,526.39	\$39,861.23
ADMINISTRATION	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
CITY OF WORTHINGTON	\$1,000.00	\$890.44	\$67.32	\$42.24
TOTAL CITY ADMINISTRATION:	\$1,000.00	\$890.44	\$67.32	\$42.24
	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
TOTAL PROJECT:	\$1,104,662.09	\$983,635.31	\$74,364.75	\$46,662.03
	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
AIG FUNDING SHARE	\$656,978.57	\$585,000.00	\$16,424.46	\$16,424.46
AIP FUNDING SHARE	\$345,722.34	\$307,845.00	\$8,643.06	\$8,643.06
FAA 2026 BIL FUND PRORATION		\$90,790.31		
AIG FUNDING PARTICIPATION RATE	59.4733%			
AIP FUNDING PARTICIPATION RATE	31.2967%			
2026 AIG FUNDING PARTICIPATION RATE	9.2301%			

2026 AIG - 150' X 50' MULTI-BAY HANGAR				
PROFESSIONAL SERVICES	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
DESIGN ENGINEERING - BMI	\$6,922.56	\$6,164.12	\$466.02	\$292.42
CONSTRUCTION ENGINEERING - BMI	\$7,845.57	\$6,986.01	\$528.16	\$331.40
TOTAL ENGINEERING:	\$14,768.13	\$13,150.13	\$994.18	\$623.82
CONSTRUCTION	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
EVERSTRONG CONSTRUCTION: BASE BID	\$81,640.02	\$72,695.54	\$5,495.92	\$3,448.56
EVERSTRONG CONSTRUCTION: BID ALT. 1	\$5,460.73	\$4,862.45	\$367.61	\$230.67
TOTAL CONSTRUCTION:	\$87,100.75	\$77,557.99	\$5,863.54	\$3,679.22
ADMINISTRATION	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
CITY OF WORTHINGTON	\$92.30	\$82.19	\$6.21	\$3.90
TOTAL CITY ADMINISTRATION:	\$92.30	\$82.19	\$6.21	\$3.90
	TOTAL	FAA (89.0440%)	STATE (6.7319%)	LOCAL (4.2241%)
TOTAL PROJECT:	\$101,961.18	\$90,790.31	\$6,863.92	\$4,306.94

The city of Worthington requests a **Federal AIG** grant agreement in the amount of **\$ 90,790.00** for the aforementioned project. If you need any further information or documentation, please feel welcome to contact me at twietzema@ci.worthington.mn.us or 507-360-8764.

Sincerely,
DocuSigned by:


Todd Wietzema
Airport Manager

cc: Mark Schrader, FAA
Jake Martin, FAA
Brian Conklin, MnDOT Aeronautics
Julie Krinke, MnDOT Aeronautics
Silas Parmar, Bolton & Menk, Inc.

Enclosures:

- Bid Abstract
- Pre-Construction Photos
- Signed Professional Service Agreements
- FAA Cost-Price Analysis
- FAA Form 5100-100
- FAA Form SF-424

Airport: WORTHINGTON MUNICIPAL AIRPORT Airport Sponsor: CITY OF WORTHINGTON, MN Ident: OTG UEI: Y428V5122GD5 State Project No.: A5301-97 Federal Project No.: AIG 3-27-0116-024-2026 Agreement No.: Project Description: Date: 12/11/2025							
Construction	Description	Total	Funding Rates		Federal	State	Local
			Federal	State			
	150'X50' MULTI-BAY HANGAR BASE BID: EVERSTRONG CONSTRUCTION INC.	\$ 6,922.56	89.0440%	6.7319%	\$ 6,164.13	\$ 466.02	\$ 292.42
	ROOF AND WALL INSULATION BID ALTERNATE 1: EVERSTRONG CONSTRUCTION INC.	\$ 7,845.57	89.0440%	6.7319%	\$ 6,986.01	\$ 528.15	\$ 331.40
		\$ -	89.0440%	6.7319%	\$ -	\$ -	\$ -
	CONSTRUCTION SUBTOTAL	\$ 14,768.13			\$ 13,150.13	\$ 994.17	\$ 623.82
Engineering	Description	Total	Federal	State	Federal	State	Local
	DESIGN ENGINEERING - BOLTON & MENK, INC.	\$ 81,640.02	89.0440%	6.7319%	\$ 72,695.57	\$ 5,495.90	\$ 3,448.55
	CONSTRUCTION ENGINEERING - BOLTON & MENK, INC.	\$ 5,460.73	89.0440%	6.7319%	\$ 4,862.45	\$ 367.61	\$ 230.67
		\$ -	89.0440%	6.7319%	\$ -	\$ -	\$ -
	ENGINEERING SUBTOTAL	\$ 87,100.75			\$ 77,558.02	\$ 5,863.51	\$ 3,679.22
Administration	Description	Total	Federal	State	Federal	State	Local
	CITY ADMINISTRATION	\$ 92.30	89.0440%	6.7319%	\$ 82.19	\$ 6.21	\$ 3.90
			89.0440%	6.7319%	\$ -	\$ -	\$ -
	ADMINISTRATION SUBTOTAL	\$ 92.30			\$ 82.19	\$ 6.21	\$ 3.90
	Total (before adjustments)	\$ 101,961.18			\$ 90,790.35	\$ 6,863.89	\$ 4,306.94
	Adjustments to round Fed amount				\$ 90,790.00	\$ 6,863.89	\$ 4,307.28
	Grant Amounts	\$ 101,961.18			\$ 90,790.00	\$ 6,863.89	\$ 4,307.28
	Overall Share Percentages				89.0437%	6.7319%	4.2244%

GLENWOOD HEIGHT AGRICULTURE LAND LEASE

This lease, made and entered into this 23 day of March, 2026, at Worthington, Minnesota, by and between the City of Worthington, a municipal corporation organized under the laws of the State of Minnesota, hereafter known as the Lessor, and 4B Acres hereafter known as the Lessee.

WITNESSETH:

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

Term of Lease. The term of this Lease shall commence on April 15, 2026, and shall end on March 15, 2028, unless sooner terminated in accordance with the terms of this agreement. 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

1. Payment of Rent. Rent shall be payable in cash at the office of the City Clerk for the above period.
2. Amount of Rent. The lessee shall pay the City of Worthington \$ 6,300.00 annually for the 20 acres of farmland described in this lease. Payment shall be paid in one annual payment on or before May 1, 2026 for the first year of the lease, and on or before May 1, 2027 for the second year.
3. Assignment of Lease. Lessee may not assign this Lease or sublet all or any part of the above-described real estate without the prior written permission of Lessor.
4. Weed Control. Lessee shall control and maintain the noxious weeds along fence lines and upon the subject premises. The City reserves the right to enter the premises and, pending seven days written notification, spray and otherwise control the weeds and assess the cost of such control to the Lessee if the Lessee does not control the noxious weeds as required.
5. Waste and Compliance with Laws. Lessee shall not commit, suffer or permit any waste on said property leased. Lessee further agrees to comply with all state and local laws, rules, ordinances and other governmental regulations with regard to pest control, land use, and all other matters.
6. Good Husbandry. Lessee shall cultivate, fertilize and otherwise farm the premises in accordance with the practices of good husbandry and in accordance with the standard

farming practices of the vicinity and to not damage any fences or gates.

7. Lessee to Provide Notice of Repair Needs. Lessee agrees to inform Lessor of any repairs that may be necessary to maintain premises to be farmed in accordance with standard farming practices. This shall include but not limited to repair of tile lines, inlets and outlets etc.
8. Expenses of Enforcement. Lessee shall pay to Lessor all cost and expenses, including all legal fees in a reasonable sum, in any action brought by Lessor to recover any rent due and unpaid hereunder, or for the breach of any of the covenants or agreements contained in this lease, or to recover possession of said property, whether such action progresses to judgment or not.
9. Remedies upon Default. If any rent shall be due and unpaid, or default shall be made in any of the covenants and agreement on the part of the Lessee contained in this lease, Lessor may, at its option at any time after such default or breach, and without any demand or notice to Lessee or to any other person, of any kind whatsoever, re-enter and take possession of said property and remove all persons there from and Lessee waives any legal remedy to defeat Lessors right and possession hereunder.
10. Assumption of Risk and Indemnification. The Lessee assumes all risk of personal injury, or of death to himself, his employees or anyone lessee allows to enter upon the leased premises and agrees to indemnify and hold harmless the City of Worthington for all such claims, losses, damage and expenses arising out of any such injury or death. Lessee further agrees to name the Lessor as an Additional Insured on Lessees farm liability policy.
11. Non-Discrimination. Lessee will not discriminate against any person because of race, color, creed, sex or national origin while engaged in the performance of the rights obligations which are the lessees under the terms of this agriculture lease.
12. Right of Entry. Lessor or his agents shall at all time have access to and use of the leased land.
13. Quiet Enjoyment. Lessor covenants that Lessee, provided that Lessee complies with the terms and provisions of this Lease, shall peaceably and quietly have, hold and enjoy the premises covered by this Lease.
14. Security Provisions. As security for the payment of the rents herein specified and the faithful performance of Lessee of all of the covenants of said Lessee in this Lease contained, said Lessee does hereby grant to Lessor a security interest in all crops grown or growing on the leased premises during the term of this Lease and in products and contract rights with respect thereto and all proceeds of each. Upon any default on the part of Lessee in the paying of the rent when due or in performing any of the covenants of this Lease, and at any time thereafter, the Lessor shall have, in addition to all of the rights granted to Lessor by this Lease, all rights and remedies of a secured party under the

Uniform Commercial Code or other applicable law, and Lessor may require Lessee to assemble all property and make it available to Lessor at a place to be designated by Lessor that is reasonably convenient to both Lessee and Lessor. Expenses of retaking, holding, preparing for sale, selling, and other expenses of enforcing this security interest and realizing on the collateral, shall be paid by Lessee or deducted from the proceeds of the sale of the collateral. Such expenses shall include the reasonable attorney's fees and legal expenses of Lessor. In the event the sale of the collateral is not sufficient to pay all sums owed by Lessee to Lessor, including the expenses above mentioned, Lessor shall have and retain a claim against Lessee for such unpaid sums.

15. Insurance Requirements: The Lessor will be required to provide a current Certificate of Insurance from his/her agent with minimum \$1,000,000 general liability insurance and also Worker's Compensation insurance, if required, by Minnesota State Statute with the first annual payment of rent on May 1, 2026. In addition the City will require to be named as an additional insured on the general liability insurance policy and the Certificate of Insurance will so state.
16. Sale of Premises. If Lessor sells the premises during the term of this Lease, and if there is no planted or growing crop, Lessor may give possession of the premises to the purchaser and Lessee shall, upon payment to Lessee of the sum of \$30.00 per acre for each acre plowed or otherwise prepared for cultivation during the following crop year, forthwith surrender possession of the premises to purchaser. If the premises are sold after a crop is planted, Lessee shall have the right to fair compensation for the planted crop. The purchaser shall also have the right to enter upon the premises for the purpose of plowing, cultivation, or improvement of any part of the premises not under cultivation by Lessee without such entry working a forfeiture of any of the rents to be paid by Lessee.
17. Termination or Amendment by Agreement. Anything herein contained to the contrary notwithstanding, this lease may be terminated and the provisions of this lease may be, in writing, altered, changed or amended by mutual consent of the parties hereto.
18. FSA Farm Program. Lessor agrees to and will execute any necessary documents to allow Lessee to enroll in any FSA Farm Programs affecting the leased premises during his term of the lease and Lessee shall be entitled to any payments thereunder.
19. Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when served personally on Lessor or Lessee, or when made in writing and deposited in the United States mail, registered and postage prepaid and addressed: to the lessee at address stated above and to Lessor: City Clerk, City Hall, 303 Ninth Street, Worthington, Minnesota, 56187. The address to which the notices shall be mailed as to either party shall or may be changed by written notice given by such party to the other, as hereinafter provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

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

NOTARY BLANKS

_____, LESSEE

_____,
RICK VON HOLDT, MAYOR

_____,
MINDY EGGERS, CITY CLERK

OLSON TRUST AGRICULTURE LAND LEASE

This lease, made and entered into this 23 day of March, 2026, at Worthington, Minnesota, by and between the City of Worthington, a municipal corporation organized under the laws of the State of Minnesota, hereafter known as the Lessor, and Mr. Tom Martin hereafter known as the Lessee.

WITNESSETH:

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

Term of Lease. The term of this Lease shall commence on April 15, 2026, and shall end on March 15, 2028, unless sooner terminated in accordance with the terms of this agreement. 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

1. Payment of Rent. Rent shall be payable in cash at the office of the City Clerk for the above period.
2. Amount of Rent. The lessee shall pay the City of Worthington \$ 2,551.00 annually for the 10 acres of farmland described in this lease. Payment shall be paid in one annual payment on or before May 1, 2026 for the first year of the lease, and on or before May 1, 2027 for the second year.
3. Assignment of Lease. Lessee may not assign this Lease or sublet all or any part of the above-described real estate without the prior written permission of Lessor.
4. Weed Control. Lessee shall control and maintain the noxious weeds along fence lines and upon the subject premises. The City reserves the right to enter the premises and, pending seven days written notification, spray and otherwise control the weeds and assess the cost of such control to the Lessee if the Lessee does not control the noxious weeds as required.
5. Waste and Compliance with Laws. Lessee shall not commit, suffer or permit any waste on said property leased. Lessee further agrees to comply with all state and local laws, rules, ordinances and other governmental regulations with regard to pest control, land use, and all other matters.
6. Good Husbandry. Lessee shall cultivate, fertilize and otherwise farm the premises in accordance with the practices of good husbandry and in accordance with the standard

farming practices of the vicinity and to not damage any fences or gates.

7. Lessee to Provide Notice of Repair Needs. Lessee agrees to inform Lessor of any repairs that may be necessary to maintain premises to be farmed in accordance with standard farming practices. This shall include but not limited to repair of tile lines, inlets and outlets etc.
8. Expenses of Enforcement. Lessee shall pay to Lessor all cost and expenses, including all legal fees in a reasonable sum, in any action brought by Lessor to recover any rent due and unpaid hereunder, or for the breach of any of the covenants or agreements contained in this lease, or to recover possession of said property, whether such action progresses to judgment or not.
9. Remedies upon Default. If any rent shall be due and unpaid, or default shall be made in any of the covenants and agreement on the part of the Lessee contained in this lease, Lessor may, at its option at any time after such default or breach, and without any demand or notice to Lessee or to any other person, of any kind whatsoever, re-enter and take possession of said property and remove all persons there from and Lessee waives any legal remedy to defeat Lessors right and possession hereunder.
10. Assumption of Risk and Indemnification. The Lessee assumes all risk of personal injury, or of death to himself, his employees or anyone lessee allows to enter upon the leased premises and agrees to indemnify and hold harmless the City of Worthington for all such claims, losses, damage and expenses arising out of any such injury or death. Lessee further agrees to name the Lessor as an Additional Insured on Lessees farm liability policy.
11. Non-Discrimination. Lessee will not discriminate against any person because of race, color, creed, sex or national origin while engaged in the performance of the rights obligations which are the lessees under the terms of this agriculture lease.
12. Right of Entry. Lessor or his agents shall at all time have access to and use of the leased land.
13. Quiet Enjoyment. Lessor covenants that Lessee, provided that Lessee complies with the terms and provisions of this Lease, shall peaceably and quietly have, hold and enjoy the premises covered by this Lease.
14. Security Provisions. As security for the payment of the rents herein specified and the faithful performance of Lessee of all of the covenants of said Lessee in this Lease contained, said Lessee does hereby grant to Lessor a security interest in all crops grown or growing on the leased premises during the term of this Lease and in products and contract rights with respect thereto and all proceeds of each. Upon any default on the part of Lessee in the paying of the rent when due or in performing any of the covenants of this Lease, and at any time thereafter, the Lessor shall have, in addition to all of the rights granted to Lessor by this Lease, all rights and remedies of a secured party under the

Uniform Commercial Code or other applicable law, and Lessor may require Lessee to assemble all property and make it available to Lessor at a place to be designated by Lessor that is reasonably convenient to both Lessee and Lessor. Expenses of retaking, holding, preparing for sale, selling, and other expenses of enforcing this security interest and realizing on the collateral, shall be paid by Lessee or deducted from the proceeds of the sale of the collateral. Such expenses shall include the reasonable attorney's fees and legal expenses of Lessor. In the event the sale of the collateral is not sufficient to pay all sums owed by Lessee to Lessor, including the expenses above mentioned, Lessor shall have and retain a claim against Lessee for such unpaid sums.

15. Insurance Requirements: The Lessor will be required to provide a current Certificate of Insurance from his/her agent with minimum \$1,000,000 general liability insurance and also Worker's Compensation insurance, if required, by Minnesota State Statute with the first annual payment of rent on May 1, 2026. In addition the City will require to be named as an additional insured on the general liability insurance policy and the Certificate of Insurance will so state.
16. Sale of Premises. If Lessor sells the premises during the term of this Lease, and if there is no planted or growing crop, Lessor may give possession of the premises to the purchaser and Lessee shall, upon payment to Lessee of the sum of \$30.00 per acre for each acre plowed or otherwise prepared for cultivation during the following crop year, forthwith surrender possession of the premises to purchaser. If the premises are sold after a crop is planted, Lessee shall have the right to fair compensation for the planted crop. The purchaser shall also have the right to enter upon the premises for the purpose of plowing, cultivation, or improvement of any part of the premises not under cultivation by Lessee without such entry working a forfeiture of any of the rents to be paid by Lessee.
17. Termination or Amendment by Agreement. Anything herein contained to the contrary notwithstanding, this lease may be terminated and the provisions of this lease may be, in writing, altered, changed or amended by mutual consent of the parties hereto.
18. FSA Farm Program. Lessor agrees to and will execute any necessary documents to allow Lessee to enroll in any FSA Farm Programs affecting the leased premises during his term of the lease and Lessee shall be entitled to any payments thereunder.
19. Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when served personally on Lessor or Lessee, or when made in writing and deposited in the United States mail, registered and postage prepaid and addressed: to the lessee at address stated above and to Lessor: City Clerk, City Hall, 303 Ninth Street, Worthington, Minnesota, 56187. The address to which the notices shall be mailed as to either party shall or may be changed by written notice given by such party to the other, as hereinafter provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

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

NOTARY BLANKS

_____, LESSEE

_____,
RICK VON HOLDT, MAYOR

_____,
MINDY EGGERS, CITY CLERK

ENGINEERING MEMO**DATE: MARCH 23, 2026****TO: MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW****CASE ITEMS****1. AWARD THE CONTRACT FOR FITST AVENUE MILL AND OVERLAY**

The bid opening for the 2026 Mill and Overlay project on 1st Avenue Southwest from Crailsheim Road to Knollwood Drive was scheduled for Thursday, March 19, 2026, at 2:05 p.m. The bid results will be made public once the council awards the contract to the lowest responsible bidder.

The only bid, submitted by Duininek Inc., is \$752,904. This bid is approximately 4% lower than the engineer's estimate. Staff recommends that the council award the contract to the lowest responsible bidder.

2. AWARD THE CONTRACT FOR TOWER STREET, TENTH AVENUE AND BALL FIELD PARKING LOT

The bid opening for the 2026 Tower Street, Tenth Avenue, and Softball Field parking lot project was scheduled for Wednesday, March 18, 2026, at 2:05 p.m. The bid results will be made public once the council awards the contract to the lowest responsible bidder.

The lowest bid, submitted by Ideal Construction, is \$1,396,768.00. This bid is approximately 27% lower than the engineer's estimate. Staff recommends that the council award the contract to the lowest responsible bidder.

COMMUNITY DEVELOPMENT MEMO

DATE: MARCH 18, 2026

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEMS**1. FIRST READING OF ORDINANCE TO VACATE PART OF PLATTED UTILITY EASEMENT**

The owner of Lots 1 and 2, Block 1, Six Fairway View Addition has submitted a petition to vacate 5 feet on either side of a platted easement between lots 1 and 2. These lots, located across from the Middle School, are currently vacant. The owner intends to construct homes on these lots and would like the additional 5 feet to maximize the building area. The easement area can be seen in Exhibit 1A.

This easement is a platted utility drainage/utility/access easement between Lots 1 and 2, Block 1, Six Fairway View Addition that is a total of 30 feet wide (15 feet on each side of the property line). The primary purpose is to allow for the installation of a catch basin on the private frontage road that will run into the pond on the outlot behind these lots. The catch basin, storm pipe, and road will remain privately owned. Vacating 5 feet on either side will leave a total easement width of 20 feet which Staff believes is sufficient for the intended purpose.

The Water and Light Commission considered the request at their February 17th meeting and moved to recommend that Council approve of the vacation.

Staff recommends that Council approve a first reading of the ordinance in Exhibit 1B vacating 5 feet on either side of the easement.

2. APPROVAL OF JOINT RESOLUTION ANNEXING PARCEL 20-0171-000 AND PORTIONS OF COUNTY STATE AID HIGHWAY 25

In 2025, City Council agreed to a turnback of two stretches of County Road 25 between Highway 59/60 and Flower Lane and Flower Lane and Highway 59/60 (East Gateway Driveway and Plotts Avenue). In order to proceed with the turnback, the portions of

roadway not in the City must be annexed. Along with this portion of road, Staff is proposing to annex parcel 20-0171-000 so as not to leave an island of County land surrounded by the City. The parcel is currently pasture/hobby farm ground with the owner's house located on an adjacent parcel that is currently in the City. Affected property owners have been notified.

The areas proposed for annexation can be seen in Exhibit 2A.

The City and Worthington Township still have an active orderly annexation agreement. As such, in order to annex this land, that agreement must be amended to include the proposed annexation area and then approve of the immediate annexation. The resolution must be a joint resolution between the City and Township. That resolution is shown in Exhibit 2B and has been approved by Worthington Township.

Council is asked to approve the joint resolution in Exhibit 2B.


Portion of Easement Requested to be vacated

GRAY



Legend

-  City_Limits
- Easements**
-  Easements

-  Platted Easements
-  parcels



ORDINANCE NO. _____

AN ORDINANCE TO VACATE A PORTION OF THE PLATTED PUBLIC UTILITY EASEMENT ON LOTS 1 AND 2, BLOCK 1, SIX FAIRWAY VIEW ADDITION

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

Section I.

Pursuant to Section 4.14 of the City Charter and Minnesota Statutes § 412.851, the Worthington City Council finds that it has received a qualifying petition signed by the requisite property owners. The Worthington City Council further finds that it is in the interest of the public to vacate, and does hereby vacate the following described portion of the platted public utility easement on Lots 1 and 2, Block 1, Six Fairway View Addition, City of Worthington, Nobles County, Minnesota be hereby vacated:

The north 5 feet of the south 15 feet of Lot 2, Block 1, Six Fairway View Addition, City of Worthington, Nobles County, Minnesota

AND

The south 5 feet of the north 15 feet of Lot 1, Block 1, Six Fairway View Addition, City of Worthington, Nobles County, Minnesota

Section II

The City Clerk is hereby directed to file in the Office of the Recorder in and for Nobles County, Minnesota: (a) a certified copy of this ordinance pursuant to Section 4.14 of the City Charter; and (b) a notice of completion of the proceedings pursuant to Minnesota Statutes § 412.851.

Section III

This Ordinance shall be in full force and effect upon passage, publication, and completion of the filings required by Section II.

Passed and adopted by the City Council of the City of Worthington, Minnesota, this ____ day of _____, 2026.

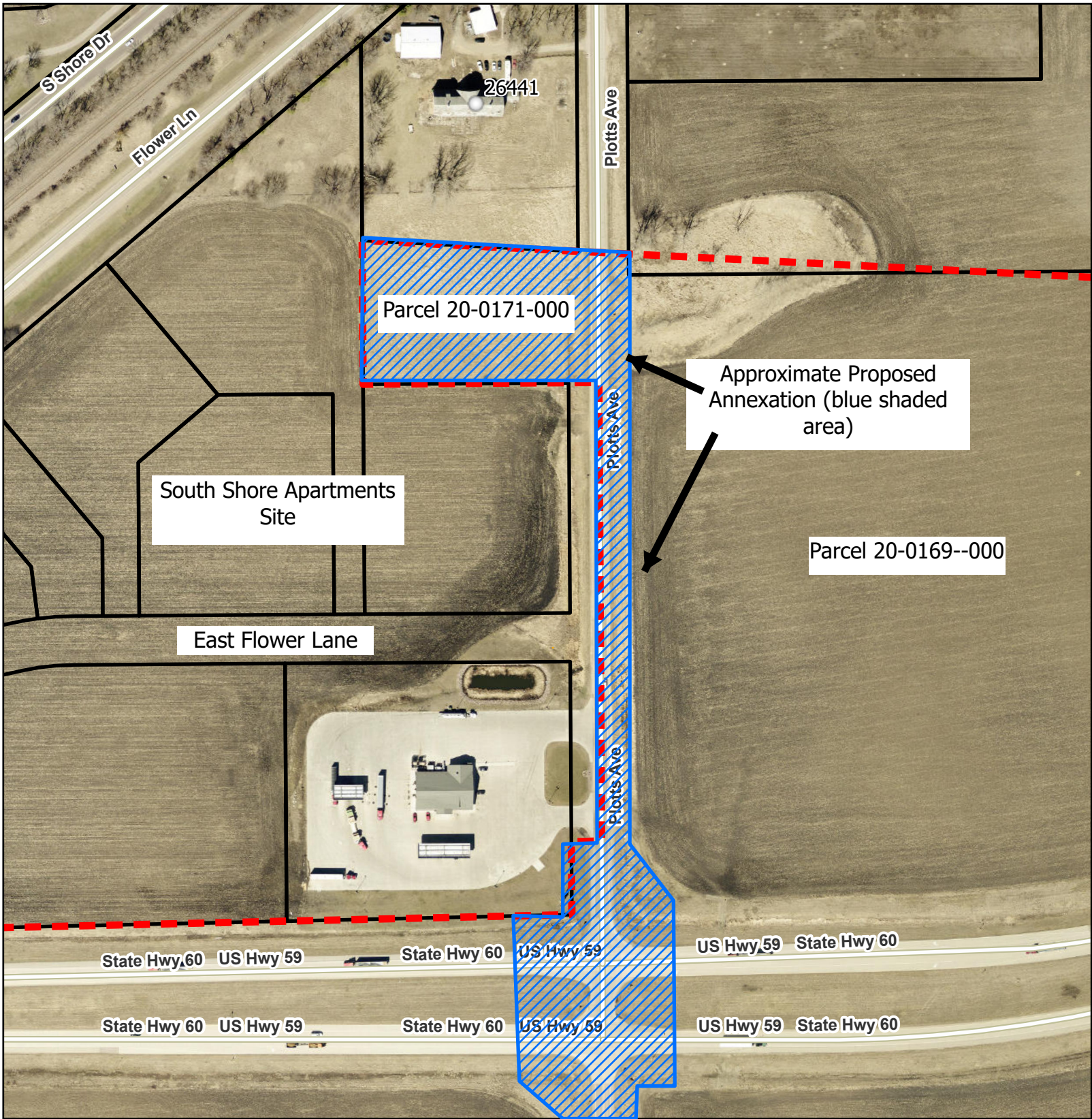
(SEAL)

Rick Von Holdt, Mayor

Attest: _____
Mindy Eggers, City Clerk

Proposed Annexation Area

GRAY



Legend

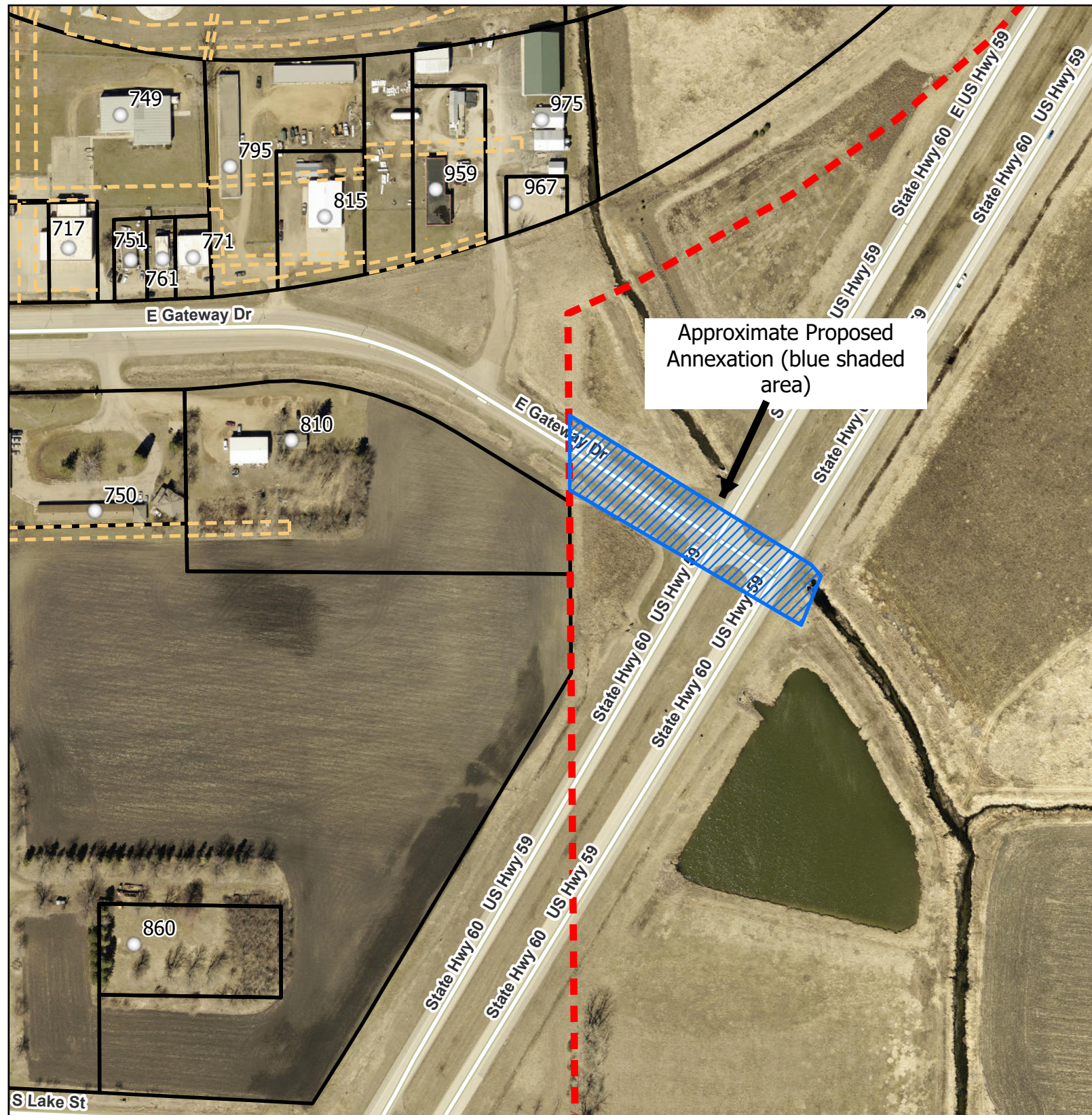
- City_Limits
- Easements**
- Easements

- Platted Easements
- parcels
- Address_Points






Proposed Annexation Area

GRAY



Legend

-  City_Limits
-  Easements
-  Easements

-  Platted Easements
-  parcels
-  Address_Points



IN THE MATTER OF THE JOINT
RESOLUTION OF THE TOWNSHIP OF
WORTHINGTON AND THE CITY OF
WORTHINGTON DESIGNATING AN
UNINCORPORATED AREA AS IN
NEED OF ORDERLY ANNEXATION
AND REQUESTING THE IMMEDIATE
ANNEXATION OF SAID LAND
AND CONFERRING JURISDICTION
OVER SAID AREA TO THE CHIEF
ADMINISTRATIVE LAW JUDGE

AMENDMENT TO THE JOINT
RESOLUTION FOR ORDERLY
ANNEXATION BETWEEN THE
TOWNSHIP OF WORTHINGTON
AND THE CITY OF
WORTHINGTON ORIGINALLY
ADOPTED ON SEPTEMBER 1,
1972, AND AMENDED
NOVEMBER 13, 2017, PURSUANT
TO MS. 414.0325

WHEREAS, a Joint Resolution designating certain territory for orderly annexation of certain lands located within Worthington Township, County of Nobles, Minnesota was adopted by the City of Worthington on September 1, 1972 and by the Township of Worthington on August 25, 1972 and was filed with the Minnesota Municipal Commission on September 5, 1972 which is now on file at the Minnesota Boundary Adjustment Reporting System as docket A-2158(0A); and

WHEREAS, the City of Worthington and the Township of Worthington desire to amend that Joint Resolution to designate additional territory for orderly annexation as legally described herein; and

WHEREAS, the City of Worthington desires to immediately annex that newly designated territory;

NOW, THEREFORE, BE IT RESOLVED by the Township of Worthington and City of Worthington, Minnesota, as follows:

1. The Township of Worthington and the City of Worthington hereby jointly agree that the Joint Resolution, originally adopted on September 1, 1972 and amended on November 13, 2017 between the Township of Worthington and the City of Worthington be amended to include and immediately annex property legally described as follows:

That part of the Southeast Quarter of the Northwest Quarter of Section 26. Township 102 North, Range 40 West, in the City of Worthington, Nobles County, Minnesota described as follows:

Commencing at the Southeast Corner of the Northeast Quarter of the Southwest Quarter of said Section 26; thence North 00 degrees 21 minutes 04 seconds West, along the north-south quarter line of said Section 26, a distance of 1088.45 feet; thence South 89 degrees 38 minutes 56 seconds West, a distance of 50.00 feet, to the point of beginning; thence continuing South 89 degrees 38 minutes 56 seconds West, a distance of 337.90 feet; thence

North 00 degrees 21 minutes 04 seconds West, a distance of 254.36 feet to the east-west quarter line of said Section 26; thence South 84 degrees 28 minutes 13 seconds East, along said east-west quarter line, a distance of 440.22 feet to a point on a line lying parallel with and 50.00 feet east (as measured at right angles) of the north-south quarter line of said Section 26; thence South 00 degrees 21 minutes 04 seconds East, along said line, a distance of 961.77 feet, to Right of Way Boundary Corner B3201 as defined by Minnesota Department of Transportation Right of Way Plat No. 53-32; thence South 45 degrees 49 minutes 38 seconds East, a distance of 140.26 feet, to Right of Way Boundary Corner B3202 as defined by Minnesota Department of Transportation Right of Way Plat No. 53-32; thence South 82 degrees 59 minutes 46 seconds West, a distance of 201.36 feet, to Right of Way Boundary Corner B3101 as defined by Minnesota Department of Transportation Right of Way Plat No. 53-31; thence North 00 degrees 21 minutes 04 seconds West, parallel with the north-south quarter line of said Section 26, a distance of 120.02 feet to Right of Way Boundary Corner B3102 as defined by Minnesota Department of Transportation Right of Way Plat No. 53-31; thence North 00 degrees 21 minutes 04 seconds West, parallel with the north-south quarter line of said Section 26, a distance of 754.18 feet to the point of beginning.

AND

That part of the Southwest Quarter and the Southeast Quarter of Section 26. Township 102 North, Range 40 West, Nobles County, Minnesota described as follows:

Commencing at the South Quarter Corner of said Section 26; thence North 00 degrees 21 minutes 04 seconds West, along the North-South Quarter Line of said Section 26, a distance of 983.47 feet, to Right of Way Boundary Corner B3104 as defined by Minnesota Department of Transportation Right of Way Plat No's. 53-31 and 53-32 and the point of beginning of the tract to be described; thence North 90 degrees 00 minutes 00 seconds East, a distance of 50.00 feet to Right of Way Boundary Corner B3210; thence North 00 degrees 21 minutes 04 seconds West, a distance of 100.00 feet, to Right of Way Boundary Corner B3209; thence North 90 degrees 00 minutes 00 seconds East, a distance of 100.00 feet; thence North 00 degrees 21 minutes 04 seconds West, a distance of 308.43 feet to Right of Way Boundary Corner B3202; thence North 45 degrees 49 minutes 38 seconds West, a distance of 140.26 feet, to Right of Way Boundary Corner B3201; thence South 88 degrees 41 minutes 48 seconds West, a distance of 50.01 feet to Right of Way Boundary Corner B3103; thence South 88 degrees 41 minutes 48 seconds West, a distance of 50.01 feet to Right of Way Boundary Corner B3102; thence South 00 degrees 21 minutes 04 seconds East, a distance of 120.02 feet to Right of Way Boundary Corner B3101; thence South 88 degrees 41 minutes 48 seconds West, a distance of 100.00 feet; thence South 00 degrees 21 minutes 04 seconds East, a distance of 281.60 feet, to Right of Way Boundary Corner B3106; thence

South 45 degrees 10 minutes 32 seconds East, a distance of 141.86 feet, to Right of Way Corner B3105; thence North 90 degrees 00 minutes 00 seconds East, a distance of 50.00 feet to the point of beginning.

TOGETHER WITH

A tract of land in the West Half of the Northwest Quarter of Section 25, Township 102 North, Range 40 West, Nobles County, Minnesota described as follows:

Commencing at the West Quarter corner of said Section 25; thence North 00 degrees 29 minutes 04 seconds West, along the west line of the Northwest Quarter of said Section 25, a distance of 1048.17 feet to Right of Way Boundary Corner B3304 as defined by Minnesota Department of Transportation Right of Way Plat No. 53-33 and the point of beginning of the tract to be described; thence continuing North 00 degrees 29 minutes 04 seconds West, along the west line of the Northwest Quarter of said Section 25, a distance of 177.08 feet; thence South 58 degrees 22 minutes 47 seconds East, a distance of 526.41 feet, to the easterly right of way line of US Highway 59 and 60 as per said Minnesota Department of Transportation Right of Way Plat 53-33; thence South 31 degrees 37 minutes 13 seconds West, along said right of way line, a distance of 11.75 feet to Right of Way Boundary Corner B3315; thence South 35 degrees 10 minutes 52 seconds East, along said right of way line, a distance of 76.16 feet, to Right of Way Boundary Corner B3316; thence South 31 degrees 37 minutes 13 seconds West, along said right of way line, a distance of 87.30 feet to Right of Way Boundary Corner B3317; thence continuing South 31 degrees 37 minutes 13 seconds West, a distance of 20.95 feet; thence North 58 degrees 22 minutes 47 seconds West, a distance of 502.30 feet to the point of beginning.

Excepting therefrom land already within the City of Worthington, Nobles County, Minnesota.

2. The Town Board of the Township of Worthington, and the City Council of the City of Worthington, upon passage and adoption of this resolution and upon the acceptance by the Chief Administrative Law Judge, confer jurisdiction upon the Chief Administrative Law Judge over the various provisions contained in this Agreement.
3. This Joint Resolution provides for the conditions of annexation. Both parties agree that no alterations of the stated boundaries are appropriate and that no consideration by the Chief Administrative Law Judge is necessary. Upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall, within thirty (30) days, order the annexation, in accordance with the terms of this joint resolution.

4. Pursuant to Minn. Stat. § 414.0325, Subd. 1b, the Town Board of the Township of Worthington and the City Council of the City of Worthington have caused a notice of their intent to include the above-described property in an orderly annexation area to be published in the Daily Globe. This newspaper is a newspaper of general circulation in both the Township of Worthington and the City of Worthington. This notice was published on November 12, 2025 and again on March 4, 2026.

5. There will be no change in the electric service or cost resulting from the annexation.

6. The above-described property which is adjacent to the City of Worthington is presently urban or suburban in nature or is about to become so. Further, the City of Worthington is capable of providing services to this area within a reasonable time, and the annexation is in the best interest of the area proposed for annexation.

7. The population change with this annexation shall be 0. There is no existing housing stock within the annexation area.

8. Pursuant to Minnesota Statute 414.036, the City of Worthington shall reimburse the Town of Worthington for all of the taxable property annexed. Reimbursement shall consist of two annual payments that will be equal to the Town’s collection of real estate taxes from the subject property in 2025, which was \$3.50. There are no special assessments assigned by the Township to the property and no debt incurred by the Township prior to the annexation and attributable to the property needs to be reimbursed.

Approved by the Town of Worthington this _____ day of _____, 2026.

Town of Worthington

BY: _____
Scott Knigge, Town Board Chair

BY: _____
Josh Peterson, Town Board Clerk

Approved by the City of Worthington this _____ day of _____, 2026.

(SEAL)

City of Worthington

BY: _____
Rick Von Holt, Mayor

ATTEST:

Mindy Eggers, City Clerk

PACKET: 05815 MEDSURETY
 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
M00512		MEDSURETY LLC	D	3/06/2026			002837	618.73
M00512		MEDSURETY LLC	D	3/06/2026			002838	358.00

* * 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:	2	0.00	976.73	976.73
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:	2	0.00	976.73	976.73

PACKET: 05823 3/13/2026 PAYROLL - 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	3/18/2026			002841	9,058.53
E00088		EFTPS	D	3/18/2026			002842	71,346.45
M00512		MEDSURETY LLC	D	3/18/2026			002843	9,063.67
M00512		MEDSURETY LLC	D	3/18/2026			002844	6,103.12
M00309		MINNESOTA STATE RETIREMENT SYSTD		3/18/2026			002845	2,460.00
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		3/18/2026			002846	61,839.64
S00202		STATE OF MINNESOTA DEPT OF REVED		3/18/2026			002847	14,406.34

* * 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:	7	0.00	174,277.75	174,277.75
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:	7	0.00	174,277.75	174,277.75

PACKET: 05816 MEDSURETY

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
M00512		MEDSURETY LLC	D	3/12/2026			002839	275.13
M00512		MEDSURETY LLC	D	3/12/2026			002840	100.00

* * 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:	2	0.00	375.13	375.13
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:	2	0.00	375.13	375.13

VENDOR SET: 01 *** DRAFT/OTHER LISTING ***
 BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
F00122	FIRST STATE BANK SOUTHWEST		D	3/19/2026			002850	25,038.43
M00115	MISSOURI RIVER ENERGY SERVICES		D	3/19/2026			002851	3,245,923.57
S00202	STATE OF MINNESOTA DEPT OF REVENUE		D	3/19/2026			002852	113,933.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	3,384,895.00	3,384,895.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	3,384,895.00	3,384,895.00

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

VENDOR SET: 01 *** DRAFT/OTHER LISTING ***
BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
--------	-------------	------	--------------	--------------	----------	--------	-------------	----------------

*** POSTING PERIOD RECAP ***

FUND	PERIOD	AMOUNT
101	3/2026	14,237.77CR
202	3/2026	11.75CR
229	3/2026	2,148.14CR
231	3/2026	167.57CR
601	3/2026	2,627.81CR
602	3/2026	45.98CR
604	3/2026	3,316,071.22CR
609	3/2026	40,320.83CR
612	3/2026	662.16CR
873	3/2026	8,601.77CR
=====		
ALL		3,384,895.00CR

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AARON PAVELKO	3/20/26	26 MMUA SCHOOL	ELECTRIC	O-DISTR MISC	<u>263.59</u>
				TOTAL:	263.59
ABBOTT, ROBINSON & ASSOCIATES	3/20/26	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	203.00
	3/20/26	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>398.75</u>
				TOTAL:	601.75
ACCESS HEALTH WORTHINGTON	3/20/26	PRE EMPLOYMENT PHYSICAL	GENERAL FUND	POLICE ADMINISTRATION	<u>174.00</u>
				TOTAL:	174.00
AMERICAN BOTTLING COMPANY	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	<u>380.82</u>
				TOTAL:	380.82
ARNOLD MOTOR SUPPLY LLP	3/20/26	HEATER CORE FUEL TRUCK	AIRPORT	O-GEN MISC	<u>40.08</u>
				TOTAL:	40.08
ARTISAN BEER COMPANY	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	110.70
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	147.60
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	533.90
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	476.80
	3/20/26	THC	LIQUOR	NON-DEPARTMENTAL	<u>973.40</u>
				TOTAL:	2,242.40
ATLANTIC BOTTLING COMPANY	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	<u>563.50</u>
				TOTAL:	563.50
AUBREY DEVEN	3/20/26	UMMA SCHOOL	ELECTRIC	O-DISTR MISC	<u>79.74</u>
				TOTAL:	79.74
BEVERAGE WHOLESALERS INC	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	13,564.50
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	70.00
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	11,653.13
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	<u>230.00</u>
				TOTAL:	25,377.63
BILLION AUTOMOTIVE	3/20/26	SQUAD #24-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	50.00
	3/20/26	SQUAD #24-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	16.00
	3/20/26	FINANCE CHARGE	GENERAL FUND	POLICE ADMINISTRATION	25.04
	3/20/26	UNIT #304 FLOOR MATS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>181.47</u>
				TOTAL:	272.51
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,817.65
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	616.00
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	227.30
	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	246.20
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,384.25
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	80.00
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	26.36
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>20.35</u>
				TOTAL:	4,536.31
C & B OPERATIONS LLC	3/20/26	FILTER	RECREATION	TREE REMOVAL	7.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	7.50
CITY LAUNDERING CO	3/20/26	MOPS AND MATS	LIQUOR	O-GEN MISC	67.38
				TOTAL:	67.38
COLUMN SOFTWARE PBC	3/20/26	6TH AVE BIDS UPDATE	IMPROVEMENT CONST	6TH AVE ST RECON-11 TO	166.67
				TOTAL:	166.67
COMPUTER LODGE LLC	3/20/26	ANTI VIRUS	GENERAL FUND	PAVED STREETS	144.00
				TOTAL:	144.00
CORE ELECTRIC	3/20/26	SERVICE CALL TRUCK BAY	GENERAL FUND	FIRE ADMINISTRATION	882.46
	3/20/26	HANGER #4 GARAGE DOOR	AIRPORT	O-GEN MISC	402.50
	3/20/26	HANGER #4 GARAGE DOOR	AIRPORT	O-GEN MISC	102.43
				TOTAL:	1,387.39
CULLIGAN OF WORTHINGTON	3/20/26	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	34.00
	3/20/26	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	38.00
	3/20/26	MONTHLY SERVICE	LIQUOR	O-GEN MISC	28.50
				TOTAL:	100.50
DCL AUTO PARTS INC	3/20/26	#401 HOSE FITTINGS	GENERAL FUND	ICE AND SNOW REMOVAL	136.93
	3/20/26	AIR FILTER	GENERAL FUND	LAKE IMPROVEMENT	36.78
	3/20/26	FURNACE BELTS	EVENT CENTER	EVENT CENTER	45.98
	3/20/26	SPARK PLUG	RECREATION	BALLFIELD MAINTENANCE	5.99
	3/20/26	HOSE ASSEMBLY BACKHOE	WATER	M-TRANS MAINS	152.46
	3/20/26	HOSE ASSEMBLY PACKER UNIT	WATER	M-TRANS MAINS	223.94
	3/20/26	RADIATOR STOP LEAK	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	7.49
	3/20/26	LAMP #408	STORM WATER MANAGE	STREET CLEANING	11.88
	3/20/26	#413 AIR FILTERS	STORM WATER MANAGE	STREET CLEANING	92.05
	3/20/26	AIR FILTER	STORM WATER MANAGE	STREET CLEANING	276.15
				TOTAL:	989.65
DEPARTMENT OF FINANCE	3/20/26	WPD DRUG FORFEITURE	GENERAL FUND	NON-DEPARTMENTAL	61.50
				TOTAL:	61.50
DEPARTMENT OF TRANSPORTATION	3/20/26	HANGER LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	920.00
				TOTAL:	920.00
DOLL DISTRIBUTING LLC	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	10,747.70
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	11,369.90
				TOTAL:	22,117.60
DSC COMMUNICATIONS	3/20/26	RADIO PROGRAMING	GENERAL FUND	POLICE ADMINISTRATION	340.00
				TOTAL:	340.00
ECHO GROUP INC	3/20/26	PIPE GLUE	ELECTRIC	M-DISTR UNDERGRND LINE	268.82
	3/20/26	4" PIPE	ELECTRIC	FA DISTR UNDRGRND COND	159.93
				TOTAL:	428.75
EHLERS COMPANIES	3/20/26	ARBITRAGE REPORTING FEES	GO SALES TAX REV 2	GO SALES TX REV 2023A	3,500.00
	3/20/26	ARBITRAGE REPORTING FEES	PIR SERIES 2010A	GO PIR SERIES 2010A	500.00
	3/20/26	ARBITRAGE REPORTING FEES	PIR SERIES 2023B	GO PIR SERIES 2023B	3,500.00
				TOTAL:	7,500.00
ENVIRONMENTAL RESOURCE ASSOCIATES	3/20/26	2026 WW QA TESTING SAMPLE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	319.48

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	<u>319.48</u>
FASTENAL COMPANY	3/20/26	BOLT BIN	GENERAL FUND	SIGNS AND SIGNALS	<u>126.04</u>
				TOTAL:	<u>126.04</u>
FERGUSON ENTERPRISES LLC #1657	3/20/26	CALCI BUSTER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	19.11
	3/20/26	6" STAINLESSS REPAIR CLAMP	WATER	M-TRANS MAINS	809.30
	3/20/26	ALGEE PIPE	STORM WATER MANAGE	STORM DRAINAGE	153.27
	3/20/26	ALGEE BLOOM PVC	STORM WATER MANAGE	STORM DRAINAGE	<u>119.15</u>
				TOTAL:	<u>1,100.83</u>
FLAHERTY & HOOD PA	3/20/26	LABOR SERVICES	GENERAL FUND	CITY ATTORNEY	<u>297.50</u>
				TOTAL:	<u>297.50</u>
FORUM COMMUNICATIONS COMPANY	3/20/26	VISITORS GUIDE	RECREATION	FIELD HOUSE	25.00
	3/20/26	DIGITAL ADS	RECREATION	FIELD HOUSE	935.00
	3/20/26	COMMUNITY VISITORS GUIDE	RECREATION	AQUATIC CENTER FACILIT	<u>460.00</u>
				TOTAL:	<u>1,420.00</u>
FRODERMAN RON	3/20/26	CDL REIMBURSEMENT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	<u>19.00</u>
				TOTAL:	<u>19.00</u>
FRONTIER COMMUNICATION SERVICES	3/20/26	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>100.10</u>
				TOTAL:	<u>100.10</u>
GALLS LLC	3/20/26	UNIFORM SHIRTS	GENERAL FUND	POLICE ADMINISTRATION	187.74
	3/20/26	UNIFORM PANTS	GENERAL FUND	POLICE ADMINISTRATION	172.72
	3/20/26	CHAIN CUFFS	GENERAL FUND	SECURITY CENTER	229.69
	3/20/26	CHAIN CUFFS	GENERAL FUND	SECURITY CENTER	<u>229.70</u>
				TOTAL:	<u>819.85</u>
GLOBAL RESERVE LLC	3/20/26	THC	LIQUOR	NON-DEPARTMENTAL	<u>1,516.00</u>
				TOTAL:	<u>1,516.00</u>
GREAT RIVER ENERGY	3/20/26	MONTHLY SERVICE TRANSMISSI	ELECTRIC	O-DISTR UNDERGRND LINE	<u>1,881.34</u>
				TOTAL:	<u>1,881.34</u>
HARVEY SIGN CO	3/20/26	NEW TRUCK DOOR DECALS	GENERAL FUND	ENGINEERING ADMIN	<u>155.00</u>
				TOTAL:	<u>155.00</u>
HAWKINS INC	3/20/26	CHEMICAL FILTRATION PLANT	WATER	O-PURIFY	2,343.10
	3/20/26	1495LB CHLORINE FILTRATION	WATER	O-PURIFY	<u>1,543.90</u>
				TOTAL:	<u>3,887.00</u>
HEARTLAND TIRE INC	3/20/26	OIL CHANGE	RECREATION	PARK AREAS	39.99
	3/20/26	OIL CHANGE	RECREATION	PARK AREAS	24.00
	3/20/26	BRAKES GREEN DUMP TRUCK	RECREATION	PARK AREAS	118.77
	3/20/26	BRAKES GREEN DUMP TRUCK	RECREATION	PARK AREAS	280.00
	3/20/26	BACKHOE BACK TIRES	WATER	M-PURIFY EQUIPMENT	<u>1,451.44</u>
				TOTAL:	<u>1,914.20</u>
HOPE HAVEN INC	3/20/26	MARCH CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
				TOTAL:	<u>541.67</u>
HY-VEE INC-61609 (UTILITIES)	3/20/26	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	14.62
	3/20/26	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	14.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>29.23</u>
				TOTAL:	58.47
INDEPENDENT SCHOOL DISTRICT #518	3/20/26	FEBRUARY 2026 PAYMENT	CABLE TELEVISION	CABLE	<u>2,287.18</u>
				TOTAL:	2,287.18
INTEGRITY AVIATION INC	3/20/26	MANAGEMENT FEE MARCH	AIRPORT	O-GEN MISC	<u>2,312.00</u>
				TOTAL:	2,312.00
JOHNSON BROTHERS LIQUOR CO	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,845.86
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	934.96
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	11,077.76
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	680.81
	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	108.00
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	96.00-
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	251.33
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	30.33
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	280.34
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	30.67
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>2.00-</u>
				TOTAL:	22,142.06
LAMPERTS YARDS INC-2602004	3/20/26	PINK INSULATION	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>98.42</u>
				TOTAL:	98.42
LEAGUE OF MN CITIES INSURANCE TRUST	3/20/26	CITY LOADER LOADER CLAIM	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>2,833.74</u>
				TOTAL:	2,833.74
LOWE'S SHEET METAL INC	3/20/26	EVENT CENTER ROOF REPAIR	EVENT CENTER	EVENT CENTER	<u>21,925.00</u>
				TOTAL:	21,925.00
MC GLASS & KEY INC	3/20/26	SERVICE CALL	GENERAL FUND	GENERAL GOVT BUILDINGS	65.00
	3/20/26	DND KEYS	GENERAL FUND	PAVED STREETS	<u>42.00</u>
				TOTAL:	107.00
MCCLURE PLG. & HTG., INC	3/20/26	SUB 3 HEATER REWORK	ELECTRIC	M-DISTR PLANT MISC	<u>1,031.22</u>
				TOTAL:	1,031.22
MEDSURETY LLC	3/20/26	3/17/26 FSA-DC	GENERAL FUND	NON-DEPARTMENTAL	424.74
	3/20/26	3/20/26 DCAP-DD	GENERAL FUND	NON-DEPARTMENTAL	<u>777.45</u>
				TOTAL:	1,202.19
MIDWEST ALARM COMPANY INC	3/20/26	REWORK FIRE ALARM SYSTEM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,454.34
	3/20/26	ALARM MONITORING	AIRPORT	O-GEN MISC	<u>148.80</u>
				TOTAL:	2,603.14
MILK AND HONEY CIDERS	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	699.00
	3/20/26	BEER	LIQUOR	NON-DEPARTMENTAL	<u>372.00</u>
				TOTAL:	1,071.00
MINNESOTA DEPT OF HEALTH	3/20/26	TODD SAMPSON CLASS C CERTI WATER		O-DISTR MISC	<u>23.00</u>
				TOTAL:	23.00
MINNESOTA ENERGY RESOURCES CORP	3/20/26	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	1,167.22
	3/20/26	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	936.00
	3/20/26	MONTHLY SERVICE	WATER	O-DISTR MISC	230.80

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	MONTHLY SERVICE	WATER	O-DISTR MISC	367.59
	3/20/26	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	230.80
	3/20/26	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	461.58
	3/20/26	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	<u>367.59</u>
				TOTAL:	3,761.58
MINNESOTA VALLEY TESTING LABS INC	3/20/26	MONTHLY SAMPLES MARCH 2026	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>325.44</u>
				TOTAL:	325.44
MISSOURI RIVER ENERGY SERVICES	3/20/26	MOTOR BEARING SURVEY WTP	WATER	M-PURIFY STRUCTURES	501.50
	3/20/26	MOTOR BEARING SURVEY WTP	WATER	M-PURIFY STRUCTURES	<u>451.50</u>
				TOTAL:	953.00
MOTOROLA SOLUTIONS	3/20/26	BWC & IN CAR VIDEO SYSTEM	GENERAL FUND	POLICE ADMINISTRATION	<u>7,800.00</u>
				TOTAL:	7,800.00
MPCA	3/20/26	WATER TREATMENT PLANT GENE	WATER	O-SOURCE WELLS & SPRNG	345.00
	3/20/26	MPCA ANNUAL WW PERMIT FEE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>5,900.00</u>
				TOTAL:	6,245.00
MSA PROFESSIONAL SERVICES, INC	3/20/26	ZONING ORDINANCE UPDATE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>12,220.00</u>
				TOTAL:	12,220.00
UNCL OF WISCONSIN INC	3/20/26	LAB SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>74.89</u>
				TOTAL:	74.89
NEW TEC, INC.	3/20/26	OIL FILTERS OIL	RECREATION	SOCCER COMPLEX	<u>67.24</u>
				TOTAL:	67.24
NOBLES COOPERATIVE ELECTRIC	3/20/26	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	21.94
	3/20/26	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	21.93
	3/20/26	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	52.64
	3/20/26	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	47.67
	3/20/26	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	<u>446.61</u>
				TOTAL:	590.79
NOBLES COUNTY ATTORNEY	3/20/26	WPD DRUG FORFEITURE	GENERAL FUND	NON-DEPARTMENTAL	<u>123.00</u>
				TOTAL:	123.00
NOBLES COUNTY AUDITOR/TREASURER	3/20/26	NOBLES COUNTY AUDITOR/TREA	WATER	O-DISTR RENTS	168.65
	3/20/26	NOBLES COUNTY AUDITOR/TREA	WATER	ADMIN RENT	337.29
	3/20/26	NOBLES COUNTY AUDITOR/TREA	MUNICIPAL WASTEWAT	O-PURIFY MISC	134.92
	3/20/26	NOBLES COUNTY AUDITOR/TREA	MUNICIPAL WASTEWAT	ADMIN RENT	269.83
	3/20/26	NOBLES COUNTY AUDITOR/TREA	ELECTRIC	O-DISTR RENTS	809.50
	3/20/26	NOBLES COUNTY AUDITOR/TREA	ELECTRIC	ADMIN RENT	<u>1,652.71</u>
				TOTAL:	3,372.90
OFFICE OF MNIT SERVICES	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ADMINISTRATION	32.43
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ADMINISTRATION	30.88
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ACCOUNTING	32.62
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ENGINEERING ADMIN	14.92
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ENGINEERING ADMIN	139.86
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ECONOMIC DEVELOPMENT	14.92
	3/20/26	FEBRUARY VOICE SERVICES	GENERAL FUND	ECONOMIC DEVELOPMENT	31.18
	3/20/26	FEBRUARY VOICE SERVICES	RECREATION	FIELD HOUSE	46.76
	3/20/26	JANUARY VOICE SERVICES	WATER	O-PUMPING	15.76

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	JANUARY VOICE SERVICES	WATER	O-DISTR MISC	45.93
	3/20/26	JANUARY VOICE SERVICES	WATER	ADMIN OFFICE SUPPLIES	14.84
	3/20/26	JANUARY VOICE SERVICES	WATER	ACCTS-RECORDS & COLLEC	28.82
	3/20/26	JANUARY VOICE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	14.84
	3/20/26	JANUARY VOICE SERVICES	MUNICIPAL WASTEWAT	O-PURIFY MISC	32.11
	3/20/26	JANUARY VOICE SERVICES	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	14.84
	3/20/26	JANUARY VOICE SERVICES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	32.11
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	O-SOURCE MISC	14.84
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	O-DISTR SUPER & ENG	14.84
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	O-DISTR STATION EXPENS	44.71
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	O-DISTR MISC	14.84
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	ADMIN OFFICE SUPPLIES	15.45
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	ACCTS-RECORDS & COLLEC	86.50
	3/20/26	JANUARY VOICE SERVICES	ELECTRIC	ACCTS-ASSISTANCE	16.04
	3/20/26	VOICE DIRECTORY	DATA PROCESSING	DATA PROCESSING	56.98
	3/20/26	FEBRUARY VOICE SERVICES	DATA PROCESSING	DATA PROCESSING	<u>35.95</u>
				TOTAL:	842.97
ONE OFFICE SOLUTION-WOCITY	3/20/26	ENVELOPES	GENERAL FUND	ENGINEERING ADMIN	19.50
	3/20/26	ENVELOPES	GENERAL FUND	ECONOMIC DEVELOPMENT	19.50
	3/20/26	TISSUE AND CALENDAR	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	106.43
	3/20/26	BINDERS	RECREATION	PARK AREAS	15.06
	3/20/26	TONERS	DATA PROCESSING	DATA PROCESSING	<u>272.98</u>
				TOTAL:	433.47
ONE OFFICE SOLUTION-WOUTIL	3/20/26	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	5.73
	3/20/26	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	5.73
	3/20/26	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	7.26
	3/20/26	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>11.44</u>
				TOTAL:	30.16
PALMA CUSTOMS & AUTO SALES LLC	3/20/26	IR #26-582	GENERAL FUND	POLICE ADMINISTRATION	134.84
	3/20/26	IR#26-660 TOWING ROGUE	GENERAL FUND	POLICE ADMINISTRATION	68.00
	3/20/26	IR#26-08158 TOWING 300	GENERAL FUND	POLICE ADMINISTRATION	68.00
	3/20/26	IR #26-964 TOWING EQUINOX	GENERAL FUND	POLICE ADMINISTRATION	68.00
	3/20/26	IR#26-1099	GENERAL FUND	POLICE ADMINISTRATION	68.00
	3/20/26	IR #26-1101 RAM TOWING	GENERAL FUND	POLICE ADMINISTRATION	<u>68.00</u>
				TOTAL:	474.84
PAUSTIS WINE COMPANY	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	969.00
	3/20/26	THC	LIQUOR	NON-DEPARTMENTAL	400.00
	3/20/26	THC	LIQUOR	NON-DEPARTMENTAL	640.00
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	19.50
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>10.50</u>
				TOTAL:	2,039.00
PAYCOM PAYROLL, LLC	3/20/26	IMPLEMENTATION INITIAL INV	DATA PROCESSING	DATA PROCESSING	<u>10,821.87</u>
				TOTAL:	10,821.87
PELLEGRINO FIRE EXTINGUISHERS	3/20/26	2026 INSPECTION	GENERAL FUND	GENERAL GOVT BUILDINGS	93.50
	3/20/26	2026 INSPECTION	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	138.50
	3/20/26	2026 INSPECTION	RECREATION	THEATER	468.00
	3/20/26	2026 INSPECTION	LIQUOR	O-GEN MISC	<u>50.00</u>
				TOTAL:	750.00
PEPSI COLA BOTTLING CO OF PIPESTONE, M	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	107.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	<u>52.00</u>
				TOTAL:	159.00
PHILLIPS WINE & SPIRITS INC	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,687.87
	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	144.15
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	212.00
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,375.40
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	484.15
	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	46.20
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	180.00-
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	42.00
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	20.00
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	76.50
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>22.00</u>
				TOTAL:	9,930.27
PLUNKETTS PEST CONTROL INC	3/20/26	GENERAL PEST CONTROL	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>97.52</u>
				TOTAL:	97.52
RADIO SHACK CORP	3/20/26	WEATHER SPONSORSHIP	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>225.00</u>
				TOTAL:	225.00
RED BULL DISTRIBUTION COMPANY INC	3/20/26	MIX	LIQUOR	NON-DEPARTMENTAL	<u>248.10</u>
				TOTAL:	248.10
RILEY MARK	3/20/26	REGISTRATION, FOOD, HOLSTE	GENERAL FUND	POLICE ADMINISTRATION	85.00
	3/20/26	REGISTRATION, FOOD, HOLSTE	GENERAL FUND	POLICE ADMINISTRATION	<u>119.59</u>
				TOTAL:	204.59
TRONS REPAIR INC	3/20/26	AIR LINE REPAIR	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>10.94</u>
				TOTAL:	10.94
ROUND LAKE VINEYARDS & WINERY LLC	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	150.00
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	<u>300.00</u>
				TOTAL:	450.00
RUNNINGS SUPPLY INC-ACCT#9502440	3/20/26	SMALL TOOLS	WATER	O-PURIFY MISC	7.04
	3/20/26	TRASH BAGS, VAC WAND PARTS	WATER	O-PURIFY MISC	18.99
	3/20/26	WELL 29 EXTENSION CORD	WATER	O-PURIFY MISC	34.07
	3/20/26	WELL 29 DRAIN PIT SUPPLIES	WATER	O-PURIFY MISC	4.09
	3/20/26	WTP LADDER CHAIN SUPPLIES	WATER	O-PURIFY MISC	29.52
	3/20/26	DIST LINE SUPPLIES	WATER	O-DIST UNDERGRND LINES	6.08
	3/20/26	FLOOR MATS, DIST LINE	WATER	O-DIST UNDERGRND LINES	44.99
	3/20/26	FLOOR MATS, DIST LINE	WATER	O-DIST UNDERGRND LINES	76.94
	3/20/26	1/2" IMPACT WRENCH, SUPPLY	WATER	O-DIST UNDERGRND LINES	279.00
	3/20/26	1/2" IMPACT WRENCH, SUPPLY	WATER	O-DIST UNDERGRND LINES	4.99
	3/20/26	DIST LINE SUPPLIES	WATER	O-DIST UNDERGRND LINES	4.99-
	3/20/26	DIST LINE SUPPLIES	WATER	O-DIST UNDERGRND LINES	12.37
	3/20/26	TRASH BAGS, VAC WAND PARTS	WATER	O-DIST UNDERGRND LINES	56.97
	3/20/26	KIRK & BEAU PPE	WATER	O-DISTR MISC	88.94
	3/20/26	KEVIN PRINS PPE SMALL TOOL	WATER	O-DISTR MISC	64.99
	3/20/26	KEVIN PRINS PPE SMALL TOOL	WATER	O-DISTR MISC	24.36
	3/20/26	WELL 29 HEAT TAPE CONNECTO	WATER	M-PUMPING	53.98
	3/20/26	SMALL TOOLS	WATER	M-TRANS MAINS	27.97
	3/20/26	EYEWASH STATION DRAIN SUPP	WATER	M-DIST STRUCTURES	11.18
	3/20/26	UNIT #308 HOSE REEL REPAIR	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	15.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	PLANT MAINT SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	37.96
	3/20/26	HAND TOOLS	ELECTRIC	O-DISTR MISC	<u>324.40</u>
				TOTAL:	1,219.83
RUNNINGS SUPPLY INC-ACCT#9502485	3/20/26	CAR CHARGER, GLOVES	GENERAL FUND	PAVED STREETS	49.57
	3/20/26	MAIL BOX NUMBERS	GENERAL FUND	ICE AND SNOW REMOVAL	39.51
	3/20/26	MAIL BOX	GENERAL FUND	ICE AND SNOW REMOVAL	51.98
	3/20/26	GLASSES SAW BLADE PICK SET	RECREATION	ICE ARENA	52.73
	3/20/26	SMV SIGNS	RECREATION	PARK AREAS	29.01
	3/20/26	#408 FITTINGS	STORM WATER MANAGE	STREET CLEANING	65.76
	3/20/26	#408 COUPLING TAPE	STORM WATER MANAGE	STREET CLEANING	<u>6.78</u>
				TOTAL:	295.34
TODD SAMPSON	3/20/26	MRWA 2026	WATER	O-PURIFY MISC	287.02
	3/20/26	MRWA 2026	WATER	O-DISTR MISC	<u>287.02</u>
				TOTAL:	574.04
SCHWALBACH #4465	3/20/26	LATCH STORAGE BOX	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	16.17
	3/20/26	FASTENERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	13.94
	3/20/26	FASTENERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	53.23
	3/20/26	FASTENERS SCREWS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	123.80
	3/20/26	FASTENERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	93.19
	3/20/26	FASTENERS AND WASHERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	131.01
	3/20/26	BATTERIES, HOOKS, COMMAND	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	218.18
	3/20/26	LATCH	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	16.17
	3/20/26	HOOKS, FASTENERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>51.66</u>
				TOTAL:	717.35
SCHWALBACH ACE 5930	3/20/26	PADLOCK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	11.99
	3/20/26	SAMPLE PARTS FOR PITCHIING	RECREATION	FIELD HOUSE	18.60
	3/20/26	GLOVES	RECREATION	BALDFIELD MAINTENANCE	19.99
	3/20/26	NEW THERMOSTAT	RECREATION	ICE ARENA	<u>34.99</u>
				TOTAL:	85.57
SCHWALBACH ACE #6067	3/20/26	WTP SQUEEGEE & FILTER	WATER	O-PURIFY MISC	53.17
	3/20/26	SAMPLE SHIPPINGS	WATER	O-PURIFY MISC	19.90
	3/20/26	HAND TOOLS	ELECTRIC	O-DISTR MISC	107.82
	3/20/26	CHAIN SAW PARTS	ELECTRIC	M-DISTR UNDERGRND LINE	10.15
	3/20/26	TOOLS	ELECTRIC	M-DISTR UNDERGRND LINE	2.79
	3/20/26	NAIL BRIGHT	ELECTRIC	M-DISTR UNDERGRND LINE	<u>9.99</u>
				TOTAL:	203.82
SHINE BROS CORP OF MINN	3/20/26	LUDOW DOCK PARTS	GENERAL FUND	LAKE IMPROVEMENT	<u>56.28</u>
				TOTAL:	56.28
SHORT ELLIOTT HENDRICKSON INC	3/20/26	CENTENIAL PARK RESTROOM	RECREATION	PARK AREAS	5,024.38
	3/20/26	CENTENNIAL PARK	RECREATION	PARK AREAS	4,190.70
	3/20/26	CENTENNIAL PARK STATION	STORM WATER MANAGE	PROJECT #18	<u>59.43</u>
				TOTAL:	9,274.51
SOUTHERN GLAZER'S WINE AND SPIRITS LL	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,014.48
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	2,157.52
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,338.84
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	1,018.08
	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	376.22
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	269.96

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	120.00-
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	52.88
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	63.21
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	0.74
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	150.23
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	40.70
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	14.80
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>1.85</u>
				TOTAL:	15,379.51
SOUTHWEST MINNESOTA EMERGENCY COMMUNI	3/20/26	2026 SWECEB MEMBERSHIP DUES	GENERAL FUND	POLICE ADMINISTRATION	<u>2,038.00</u>
				TOTAL:	2,038.00
THE GLOBE	3/20/26	RENEWAL	GENERAL FUND	OTHER GEN GOVT MISC	<u>197.29</u>
				TOTAL:	197.29
TRI-STATE RENTAL CENTER	3/20/26	DEMO SAW AIR FILTER	WATER	O-DIST UNDERGRND LINES	45.89
	3/20/26	BIG HANGER LIFT RENTAL	AIRPORT	O-GEN MISC	<u>320.00</u>
				TOTAL:	365.89
UULINE	3/20/26	MOP HEADS AND TRASH BAGS	RECREATION	FIELD HOUSE	<u>167.39</u>
				TOTAL:	167.39
VETERINARY MEDICAL CTR PA	3/20/26	RED PHYSICAL	GENERAL FUND	POLICE ADMINISTRATION	<u>529.24</u>
				TOTAL:	529.24
VINOCOPIA INC	3/20/26	WINE	LIQUOR	NON-DEPARTMENTAL	616.00
	3/20/26	LIQUOR	LIQUOR	NON-DEPARTMENTAL	461.39
	3/20/26	FREIGHT	LIQUOR	O-SOURCE MISC	<u>19.50</u>
				TOTAL:	1,096.89
WESCO RECEIVABLES CORP	3/20/26	ORING FOR PULLERS	ELECTRIC	M-DISTR UNDERGRND LINE	<u>25.64</u>
				TOTAL:	25.64
WORTHINGTON BUILDING MATERIALS INC	3/20/26	LUMBER ACCESSORIES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>108.29</u>
				TOTAL:	108.29
WORTHINGTON HOTEL GROUP LLC	3/20/26	UTILITY REFUND JANUARY	EVENT CENTER	EVENT CENTER	3,365.26
	3/20/26	UTILITY REFUND FEBRUARY	EVENT CENTER	EVENT CENTER	<u>3,076.53</u>
				TOTAL:	6,441.79
WORTHINGTON REGIONAL ECON DEV CORP	3/20/26	DUES FOR MARCH	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	<u>3,583.33</u>
				TOTAL:	3,583.33
YMCA	3/20/26	MARCH 2026 CONTRACT PAYMEN	RECREATION	RECREATION PROGRAMS	5,814.00
	3/20/26	FEB 2026 AQUATIC DIRECTOR	RECREATION	AQUATIC CENTER FACILIT	3,462.40
	3/20/26	2025 WATERWORLD RECON	AQUATIC CENTER FAC	NON-DEPARTMENTAL	<u>13,959.22</u>
				TOTAL:	23,235.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====					
101		GENERAL FUND			31,599.24
202		MEMORIAL AUDITORIUM			4,590.43
214		EVENT CENTER			28,412.77
229		RECREATION			21,754.11
231		ECONOMIC DEV AUTHORITY			3,583.33
336		GO SALES TAX REV 2023A			3,500.00
347		PIR SERIES 2010A			500.00
352		PIR SERIES 2023B			3,500.00
401		IMPROVEMENT CONST			166.67
431		AQUATIC CENTER FACILITY			13,959.22
601		WATER			10,609.65
602		MUNICIPAL WASTEWATER			7,742.56
604		ELECTRIC			7,749.96
606		STORM WATER MANAGEMENT			784.47
609		LIQUOR			109,395.97
612		AIRPORT			4,245.81
702		DATA PROCESSING			11,187.78
703		SAFETY PROMO/LOSS CTRL			2,833.74
872		CABLE TELEVISION			2,287.18

		GRAND TOTAL:			268,402.89
