

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING**

**AGENDA**

**5:30 P.M. - Monday, February 26, 2024  
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. City Council Meeting Minutes of February 12, 2024
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Water & Light Commission Meeting Minutes of February 20, 2024
  - b. YMCA Board Meeting Minutes of January 29, 2024
  - c. LEC Joint Powers Board Meeting Minutes of January 18, 2024
3. CITY COUNCIL BUSINESS (WHITE)

**Case Item(s)**

1. Application to Conduct Off-Site Gambling - Worthington Okabena Windsurfers
  2. Application to Conduct Off-Site Gambling - Worthington Hockey Association
  3. Lawful Gambling Premise Permit Application - Worthington Hockey Association
  4. Application for Temporary On-Sale Liquor License - Avera Medical Group Worthington
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. Call for Public Hearing
2. Adoption of City of Worthington Social Media Policy
3. Professional Services Agreement - Ice Arena Programming and Feasibility Study

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

Case Item(s)

1. Approve Professional Services Work Order to Replace the Roof and Heating Unit on the Terminal Building at the Worthington Municipal Airport
2. SEH Professional Services Proposal

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

Case Item(s)

1. Approve Plans for Third and Fourth Avenue Street and Utility Improvement and Authorize Advertisement for Bids
2. Resolution Pertaining to Intent to Bond for Costs Incurred in Making Public Improvements

**H. COUNCIL COMMITTEE REPORTS**

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

**I. CITY ADMINISTRATOR REPORT**

**J. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING  
FEBRUARY 12, 2024**

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: Chad Cummings, Amy Ernst, Alaina Kolpin, Larry Janssen and Chris Kielblock.

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

Others Present: Julie Buntjer, The Globe; Ryan McGaughey, Radio Works; Ron McCarvel, Wayne Verdoorn; Dustin Lefdahl, Emilios Kelalie.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

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

**PUBLIC HEARING AND DENIED ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

Pursuant to published notice, this was the time and date set for a public hearing ordering improvement and preparation of plans and specifications.

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

Hyunmyeong Goo, City Engineer, gave a presentation on the proposed East Ninth Avenue Sanitary Sewer Project. Mr. Goo explained because there are only three houses that will be affected the assessment is abnormally high because in the 290' of roadway the two homes in the 167' are on the Eleventh Street Main. The total assessments per lot would be \$60,306.17 and State Statute states that the amount of special assessment cannot exceed the special benefit. He said there are four options Council can proceed with. The options are as follows:

**Option #1: Privatized Project Management**

The council discontinues the project, allowing property owners to take the lead in its execution. Upon meeting city standards, the sewer main is integrated into the public infrastructure, with the city assuming maintenance responsibilities.

**Option #2: Formal Acknowledgment and Proceeding**

All three property owners are required to execute a 'waiver of irregularity and appeal' in consensus with the proposed assessment. Upon obtaining the signatures of all three property owners endorsing this waiver, the city shall proceed with the project.

**Option #3: Subsidized Assessment Rate**

The city shall determine the specific benefits and resultant increase in property value resulting from the special assessment project. Upon completion of this evaluation, if it is determined that a special benefit exists, the project will be advanced with a subsidized assessment rate.

**Option #4 –Postpone and Reschedule**

Postpone the current project and, instead, plan for a street reconstruction that includes sewer main construction and water service reconstruction in the imminent future. This approach may result in cost savings due to the scale associated with a larger project scope.

Council Member Cummings said essentially if the assessment was based on the 123' where the three houses are located it would be approximately \$25,650.00.

Mr. Goo said since moving forward with this it has been discovered that the water main is also in need of replacement which would add to the assessment cost but would allow for the roadway to only be completed once.

Mayor Von Holdt asked if there was any testimony. Wayne Verdoorn, 1012 E. Ninth Avenue, came forward and said he initiated the petition due to issues he has with his sewer backing up. He said after seeing the options he would be in favor of Option #4.

Dustin Lefdahl, 1014 E. Ninth Avenue said that he was told by Henning Construction that 1023 E. Ninth Avenue is also on the same main.

Steve Robinson, City Administrator, said he would like Council to consider Option #4 to allow staff to investigate if in fact the home at 1023 E. Ninth Avenue is on the same main and to also have the homes appraised to be able to accurately assess the project.

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

The motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to not continue with the current project and direct staff to hire an appraiser and reevaluate the complete project.

**CONSENT AGENDA**

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

- Special City Council/School District 518 Board of Director's Joint Meeting Minutes of January 25, 2024
- City Council Meeting Minutes of January 22, 2024
- Water & Light Commission Meeting Minutes of February 5, 2024
- Public Arts Commission Meeting Minutes of January 23, 2024
- YMCA Board of Directors Meeting Minutes of December 18, 2023
- YMCA Board of Directors Meeting Minutes of November 20, 2023
- YMCA Board of Directors Meeting Minutes of October 30, 2023
- YMCA Board of Directors Meeting Minutes of September 25, 2023
- YMCA Board of Directors Meeting Minutes of August 28, 2023
- YMCA Board of Directors Meeting Minutes of June 22, 2023
- YMCA Board of Directors Meeting Minutes of May 22, 2023
- YMCA Board of Directors Meeting Minutes of April 24, 2023
- Application to Conduct Off-Site Gambling - St. Mary's Church/School  
Date & Location of Event: April 10, 2024  
St. Mary's School  
1206 8<sup>th</sup> Avenue
- Application to Conduct Off-Site Gambling - Worthington Regional Health Care Foundation, Inc.  
Date & Location of Event: July 15, 2024  
GreatLife Worthington Golf  
851 W. Oxford Street
- Bills Payable Totaling \$907,138.87

**RESOLUTION NO. 2024-02-10 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF WORTHINGTON ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC)**

Troy Appel, Public Safety Director, said since December 2008 the Worthington Police Department has been a member of the Minnesota Internet Crimes Against Children (ICAC) Task Force. He explained the Task Force operates under a Joint Powers Agreement (JPA) administered by the Minnesota Bureau of Criminal Apprehension. The Task Force partnership provides expertise and assistance and has been instrumental in local convictions for crimes related to the possession of child pornography. The WPD assigns a Detective as a representative to the Task Force for local cases. The current JPA will expire soon and the renewal would be effective through May 31, 2029.

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

RESOLUTION NO. 2024-02-10

A RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF WORTHINGTON ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC)

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NO. 2024-02-11 ADOPTED ACCEPTING A DONATION OF FUNDS**

Mr. Appel said the Early-Riser KIWANIS members generously donated \$150 to the Worthington Police Department as a contribution to the DARE program. He said the funds would be used to purchase supplies related DARE programming.

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

RESOLUTION NO. 2024-02-11

RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

**SPRING CLEAN UP DISCUSSION HELD AND APPROVED INCREASING TAG PRICE TO \$15.00**

Todd Wietzema said each spring the City of Worthington has a community wide clean-up. The clean-up is an opportunity for every residential garbage customer to place certain items at the curb to be picked up and removed by city staff. He explained the cost of the spring clean-up is distributed over all the residential garbage customers and is included in their monthly utility bills. Certain items that are picked up (mattresses, box springs, appliances, furniture, and electronics) have an extra fee and require the purchase of a tag to be included in the annual clean-up collection.

The current price of these tags is \$11.00. The price of the special items has remained the same for at least ten years. The total cost of spring clean-up in 2023 was \$72,409.00. 2023 revenue for this operation was \$20,868.00 from special pick up tag sales and \$51,616.53 from monthly charges on residential utility bills for total revenue collection of \$72,484.53. The budget for 2024 spring clean-up is approximately \$76,000.00. Staff would like the price increased to \$15.00 per tag.

Below are the most current rates they are charging:

City	Mattress, Box Spring, Furniture	Appliances	Electronics
Luverne	\$30.00	\$15.00	County
Slayton	\$20.00	\$10.00	\$30.00

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Windom	\$17.00	Not taken	Not taken
Marshall	(No cleanup, Self-haul to Lyon County)		
Fairmont (Self-Haul)	\$15.00	\$15.00	\$15.00

A motion was made by Council Member Kolpin, seconded by Council Member Kielblock and unanimously carried to increase the price of the garbage tags to \$15.00 per tag.

**APPROVED ON-SALE SUNDAY LIQUOR LICENSE APPLICATION - VOA-K-JANSSEN POST 3958 (VFW)**

Mr. Robinson said Voak-Janssen Post 3958 has submitted an application for an On-Sale Sunday Liquor License. The VFW currently holds a Club On-Sale Liquor License and would like to add Sunday Liquor. The fee is \$200.00 per year and will be pro-rated at \$83.30 for February 13, 2024 through June 30, 2024 at which time will renew for the license period of July 1, 2024 through June 30, 2025.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the On-Sale Sunday Liquor License application for Voak-Janssen Post 3958 (VFW).

**APPROVED ON-SALE SUNDAY LIQUOR LICENSE APPLICATION - JEBENA ETHIOPIAN CUISINE**

Mr. Robinson said Jebena Ethiopian Cuisine Restaurant has submitted an application for an On-Sale and Sunday Liquor License. The fee is \$3,200.00 per year and will be pro-rated at \$1,599.96 for February 13, 2024 through June 30, 2024 at which time it will renew for the license period of July 1, 2024 through June 30, 2025. All of the required fees, paperwork, and background check has been received and completed.

A motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to approve the On-Sale and Sunday Liquor License application for the Jebena Ethiopian Cuisine Restaurant.

**RESOLUTION NO. 2024-02-12 ADOPTED APPOINTING ELECTION JUDGES AND ALTERNATES FOR THE MARCH 5, 2024 PRESIDENTIAL NOMINATING PRIMARY ELECTION**

State Statute 204B.21 Subd. 2, states that election judges for precincts in a municipality shall be appointed by the governing body of the municipality before the election at which they will serve, for the March 5, 2024 Presidential Nomination Primary Election. In addition, the statute provides that municipalities may by resolution authorize the City Clerk to appoint additional or alternate judges should the need arise for the Presidential Nomination Primary Election.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and

unanimously carried to issue a check to the Relief Association and adopt the following resolution:

RESOLUTION NO. 2024-02-ADOPTED APPOINTING ELECTION JUDGES AND ALTERNATES FOR THE MARCH 5, 2024 PRESIDENTIAL NOMINATING PRIMARY ELECTION

RESOLUTION NO. 2024-02-12

(Refer to Resolution File for complete copy of Resolution)

**NOMINATING COMMITTEE RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS/REAPPOINTMENTS**

A Nominating Committee Meeting was held on January 31, 2024 and they are making the following recommendations for committee appointments/reappointments:

Housing & Redevelopment Authority Board	Re-appoint Mike Kuhle to a first five-year term, term to expire October 31, 2028
	Re-appoint Salvadore Adame to a first five-year term, term to expire October 31, 2028
Cross Cultural Advisory Committee	Appoint Leah Gossom to replace Jesse Nitzschke, who declined to serve another term, term to expire December 31, 2026
Public Arts Commission	Re-appoint Blake Regnier to a second three-year term, term to expire November 30, 2026
	Re-appoint Brett Lehman to a second three-year term, term to expire November 30, 2026
Planning Commission	Re-appoint Michael Hoefft to a first three-year term, term to expire March 31, 2026
Airport Advisory Board	Appoint Armand Eshleman to replace Brian Larsen who served two terms, term to expire September 30, 2028
	Appoint Phil Willardson to replace and fill the unexpired term of Trent Palm, who moved from the community, term to expire September 30, 2025

Center for Active Living

Appoint Judy Alm to replace Diana Elsing, who declined to serve another term, term to expire November 30, 2025

Appoint Julie Haas to replace Mike Fury, who declined to serve another term, term to expire December 31, 2026

Appoint Renee Heidebrink to replace Tom Navarra, who declined to serve another term, term to expire December 31, 2026

**RESOLUTION NO. 2024-02-13 ADOPTED REGARDING CHARTER COMMISSION APPOINTMENTS**

Mr. Robinson said on October 9, 2023 City Council approved the Nominating Committee recommendations for committee appointments and reappointments. Under Minnesota Statutes §410.05, Subdivision 3, the City Council of the City of Worthington must also, by resolution, nominate the eligible individuals and submit a petition to the district court to appoint the individuals as members of the Worthington City Charter Commission. Aaron Kinser, the Charter Commission Attorney, is recommending that the members currently serving a second term for the commission be added to the resolution for reappointment as well.

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

RESOLUTION NO. 2024-02-13

RESOLUTION REGARDING CHARTER COMMISSION APPOINTMENTS

(Refer to Resolution File for complete copy of Resolution)

**APPROVED PROFESSIONAL SERVICES AGREEMENT - REVIEW OF COMPENSATION ADMINISTRATION POLICY**

Mr. Robinson said Abdo Solutions was asked in April, 2023 to perform an initial review of the City's compensation plan that was adopted in 1988 with minor revisions in 1991 and 2021. The review included:

- Evaluating the current salary structure,
- Reviewing exempt and non-exempt wage grades,
- Reviewing annual COLA adjustments and appraisal process,

- Reviewing the position scoring and pointing methodology,
- Reviewing paid time off and health insurance benefits,
- Providing recommendations for linking performance rating to compensation decisions, and
- Reviewing and providing recommendations for performance evaluation.

He explained Abdo's initial review of the compensation plan resulted in several key recommendations including combining exempt and non-exempt salary schedules into one table, reassign points given for "certifications" to other factors, re-evaluate the current appraisal form, and update the merit matrix to consistently reward top performers.

A proposal from Abdo Solutions was requested to provide further services to complete a comprehensive compensation and classification study. The intention of staff is to have any changes to the compensation plan adopted by Council ahead of the current bargaining unit agreements termination on December 31, 2024.

The scope of work to be performed by Abdo would include:

- Job description updates and review of 67 positions,
- Position classification evaluation,
- Market compensation analysis,
- Classification and compensation system development,
- Minnesota Pay Equity testing,
- Review of current performance program and identification of key performance metrics,
- Development of performance management process, tools and training, and
- Customized supervisor and employee training.

Mr. Robinson noted the fee for the work is \$59,950.00 and will be funded with unallocated American Rescue Plan funds.

A motion was made by Council Member Kolpin, seconded by Council Member Ernst and unanimously carried to approve the Professional Service Agreement with Abdo Solutions.

### **APPROVED PROFESSIONAL SERVICES AGREEMENT - CITY HALL IMPROVEMENT STUDY**

Mr. Robinson said staff requested a proposal for an architectural and engineering study of City Hall improvements from Short Elliott Hendrickson (SEH). The study includes review of interior finishes, exterior cladding, windows, HVAC systems and controls, lighting, security and access improvements.

Upon completion of the work, SEH will provide the City with a written report outlining the current building conditions, recommended improvements and estimated cost of the improvements.

The architectural, mechanical and electrical engineering work will be performed for a fee of \$6,500.00.

The motion was made by Council Member Kielblock, seconded by Council Member Kolpin and unanimously carried to approve the professional services agreement with SEH in the amount of \$6,500.00

### **APPROVED MEMORANDUMS OF UNDERSTANDING - BARGAINING UNIT AGREEMENT AMENDMENTS**

As part of the 2024 budget discussions amendments to the current bargaining unit agreements were agreed upon by the City Council and Water & Light Commission. Memorandums of Understanding (MOU's) for each of the three bargaining units representing City employees. The terms of the MOU's are detailed below.

- Law Enforcement Labor Services #4 - Non-Supervisors:
  - The normal work day shall be 12 consecutive hours,
  - Adding Juneteenth as a paid holiday, and
  - Members of LELS #4 will receive a cost-of-living adjustment to their then current base hourly rate of pay of 6.0% effective January 1, 2024. An additional 3.0% market adjustment will be added to base pay of Peace Officer Standards and Training (POST) licensed law enforcement officers, effective January 1, 2024.
- Law Enforcement Labor Services #274 - Supervisors:
  - Adding Juneteenth as a paid holiday, and
  - Members of LELS #274 will receive a cost-of-living adjustment to their then current base hourly rate of pay of 6.0% effective January 1, 2024. An additional 3.0% market adjustment will be added to base pay of Peace Officer Standards and Training (POST) licensed law enforcement officers, effective January 1, 2024.
- International Union of Operating Engineers, Local No. 49:
  - Adding Juneteenth as a paid holiday, and
  - Members of the 49er's will receive a cost-of-living adjustment to their then current base hourly rate of pay of 6.0% effective January 1, 2024.

A motion was made by Council Member Kielblock, seconded by Council member Cummings and unanimously carried to approve the above noted MOU's and authorize execution of them by the Mayor and Clerk.

### **EVENT CENTER UTILITIES AND ROYALTY PAYMENTS APPROVED**

Mr. Robinson said City Council approved suspending the collection of the ten percent gross sales royalty fee from the Event Center operator at the April 13, 2020 meeting, which means the City would pay all Event Center utility expenses due to mandated closures imposed by Governor Walz and the State of Minnesota. Since that time, the City has paid \$116,128.53 in utility expenses while

last collecting management fees in December 2019. Management fees collected in 2019 were \$23,115.61.

He explained according to profit and loss statements shared with Staff for the period of 2020-2023, the Event Center operators posted an annual average loss of \$47,238 despite the City's financial support. It was indicated by the operator that they likely would have to terminate their agreement with the City if the financial support did not continue.

Council Members discussed potential management issues and concluded they would need more information to make a decision.

#### **APPROVED ACCEPTANCE OF ART MOBILE GRANT OFFERED THROUGH SOUTHWEST INITIATIVE FOUNDATION**

Mr. Robinson said Gail Holinka, Artmobile operator, applied and was approved for an \$8,000.00 grant from the Southwest Initiative Foundation. The project title is "Building Relationships: Creating Art with the Young and Young at Heart". The City would serve as the grant administrator. The funds will be awarded to the City and then disbursed to Ms. Holinka upon submission of proper documentation in compliance with the approved budget.

A motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to approve accepting the Southwest Initiative Foundation grant in the amount of \$8,000.00.

#### **ICE ARENA FINANCIAL COMMITMENT DISCUSSION**

Mr. Robinson said the City Council has been asked to consider their commitment to financial, operational and ownership involvement in a possible new or renovated ice arena. He explained the City has three sources of possible funding for a new ice arena; Undesignated Reserves, General Obligation Bonds, and Local Option Sales Tax Revenue.

Council discussed continuing to move forward with a commitment to the proposed new hockey arena. Ron McCarvel, Nobles County Fair Association, said the fair board would be open to meeting and discussing the topic.

Council Member Ernst proposed committing \$10 million dollars to the new ice arena project and figuring out how to fund it. Council Member Kolpin said she agrees but would like Council to say they will commit up to \$10 million dollars and see what the School District's amount will be and then match it.

Council also discussed potential locations along with researching ice arenas that have recently been constructed.

There was no final decision made.

**2024 LOCAL BOARD OF APPEAL AND EQUALIZATION - INFORMATIONAL**

The Nobles County Assessor's Office has notified us that the 2024 Local Board of Appeal/Equalization for the City of Worthington has been scheduled for 9:00 a.m. on Thursday, May 2, 2024 in the Nobles County Commissioner's Room. In order to conduct the meeting, there must be a quorum present, and at least one Local Board of Appeal and Equalization trained member in attendance. Currently, the Mayor and Council Members Ernst, Cummings, Kielblock and Kolpin are certified by the State.

**RESOLUTION NOS. 2024-02-14 AND 2024-02-15 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS - CHURCH AVENUE AND SECOND AVENUE**

Mr. Goo said staff has prepared plans and specifications for the Church Avenue Pavement Reconstruction and the Second Avenue Street Reconstruction projects. The projects were presented and approved at the January 22, 2024 improvement hearing.

Advertisement for bids will be received on March 13, 2024 at 2:00 p.m. and considered for award at the March 25, 2024 Council meeting.

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

RESOLUTION NO. 2024-02-14

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

A motion was by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to approve the plans and specifications and authorize advertisement for bids for Second Avenue and adopt the following resolution:

RESOLUTION NO. 2024-02-15

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

**RESOLUTION NOS. 2024-02-16 AND 2024-02-17 ADOPTED RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENTS BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE**

Mr. Goo said federal tax regulations require local governments declare the intent to reimburse themselves for prior costs incurred in making public improvements with proceeds from bonds. The City must state the intent to sell bonds for a project after significant costs have already been incurred for the project. It is typical for the City to temporarily finance improvements with construction fund reserves until an adequate amount of cost from various projects have been incurred to warrant the issuance of a bond. Mr. Goo noted the maximum amount listed in the resolution is approximately 10% higher than the project estimate presented for the projects ordered by Council.

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

RESOLUTION NO. 2024-02-16

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)

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

RESOLUTION NO. 2024-02-17

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)

**APPROVED TASK ORDER 25 WITH BOLTON AND MENK TO PROVIDE PROFESSIONAL SERVICE FOR DNR GRANT APPLICATION**

Mr. Goo said the East Okabena Lake Trail received federal funding from the Transportation Alternatives program. The program requires a match of at least 20% and since the cost of the trail

project could be higher than initially anticipated, staff is seeking additional grant funding from a State agency to help reduce the local match or cover additional costs that weren't anticipated.

Task order 25 provides professional services for a grant application for the Minnesota Department of Natural Resources Local Trail Connections Program. This program provides up to \$250,000 in funding for projects that must result in a trail linkage which is immediately available for use by the general public. The cost is not to exceed \$8,000. The application deadline is March 29, 2024. Mr. Goo noted that if received, the grant requires the trail be completed by June 30, 2026.

A motion was made by Council Member Kolpin, seconded by Council Member Cummings and unanimously carried to approve Task Order 25 with Bolton and Menk, Inc.

### **APPROVED LETTER OF SUPPORT FOR BUILDING RESILIENT INFRASTRUCTURE**

Mr. Goo explained the County Ditch 12 stormwater pond is the next phase in mitigating flooding in the City. The application is to access funding to construct the proposed pond. As part of the Building Resilient Infrastructure and Communities (BRIC) program, a local funding match is required. The letter of support would serve as the City of Worthington's commitment to meet the local matching fund requirements for the Worthington County Ditch 12 Flood Mitigation Project application. Should the City be successful in obtaining funding through the BRIC Program, the local matching fund requirement would be ten percent (10%), which is \$333,163.70. The amount would be provided as cash and/or in-kind contributions and would be paid upon receipt of all bills. The application deadline is February 15, 2024 and the City will have 36 months from the grant award to complete the project.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the letter of support for the application.

### **DISCUSSION HELD ON DRAFT ORDINANCE - PARKING REGULATIONS**

Matt Selof, Community Development Director, said after a few months of discussion regarding parking requirements in the City, the Planning Commission directed Staff to bring forth a proposed ordinance for discussion.

He explained the ordinance seeks to provide some relief for the most problematic of the City's minimum parking requirements. The proposed text below shows an adjustment to retail requirements, other commercial uses, cooperative parking allowances, and provides some means of control in the event that the new lesser minimum requirements are found to be insufficient in any scenario. He noted staff sees this as a small step to see how it works toward the goal of making other changes eventually.

The proposed language, which has the support of the Planning Commission, is as follows:

§155.042

(A) *Requirements.*

(1) All parking and loading space needs generated by development shall be accommodated off-street. Such spaces shall not be less in number than the parking and loading space requirements of Table 2 (See [Appendix B](#) following this chapter), except as provided in division (ML). ~~below of this section.~~

(E) *Collective usage.*

(1) *Mixed occupancies.* In the cases of two or more uses in the same building, the total requirements for off-street parking facilities shall be the sum of the requirements for the several uses computed separately. Off-street parking facilities for one use shall not be considered as providing required parking facilities for any other use, except as herein after specified in division (E)(3) below, for joint use.

(2) *Cooperative parking facility.* Up to 15% reduction in the number of required parking spaces for ~~three~~ four or more separate uses; ~~10% for three separate uses~~; and 10 5% for two separate uses may be authorized by the Administrator following approval of a plan which provides for a collective parking. This provision shall only apply to commercial and industrial uses.

facility of no less than 20,000 square feet, serving two or more buildings or uses developed through voluntary cooperation or under any parking district which may hereafter be provided by law.

Appendix B: Table 2:

Use Classification	Number of Parking Spaces Required Per Unit of Measurement		Number of Loading Spaces Required Per Unit of Floor Area	
	Number	Unit	Number	Floor Area
<b>Residential</b>				
Dwelling, 1 & 2 family (including mobile home)	1.0	existing dwelling unit	-	-
	2.0	new dwelling unit	-	-
Dwelling, multi-family	1.5	dwelling unit	1.0	if over 20,000 sq. ft.
Dwelling, multi-family which is specifically designed for and exclusively occupied by persons 60 years of age or older	1.0	dwelling unit, except that at the sole discretion of the Planning Commission it may be reduced to 0.5 spaces per dwelling unit	1.0	if over 20,000 sq. ft.
Guest, Boarding or Lodging House	1.0	dwelling or lodging unit	-	-

Fraternity/Sorority House or Dormitory	1.0	2 occupants	1.0	if over 10,000 sq. ft.
Motel or Hotel	1.0	sleeping unit	1.0 2.0	5,001 - 50,000 sq. ft. if over 50,000 sq. ft.
Educational, Cultural and Institutional				
Auditorium, Church, Temple, or other place of assembly	1.0	4 seats	1.0 2.0	5,001 - 50,000 sq. ft. if over 50,000 sq. ft.
Public Library, Art Gallery, Museum, etc.	1.0	300 sq. ft. floor area		
Elementary School, Nursery School, and Day Care Center	1.0	employee		
Junior and Senior High School and College	1.0 plus 1.0 1.0	employee 5 students or 5 seats in auditorium, whichever is greater *A		
Convalescence or Nursing Home	1.0	3 beds		
Hospital	1.5	bed		

Use Classification	Number of Parking Spaces Required Per Unit of Measurement		Number of Loading Spaces Required Per Unit of Floor Area	
	Number	Unit	Number	Floor Area
Bowling Alley	5.0	bowling lane	1.0 2.0	5,001 - 100,000 sq. ft. if over 100,000 sq. ft.
Funeral Home	1.0	4 seats		
Office, Bank or Public Administration	1.0	300 sq. ft. floor area		
Service Garage	3.0	service bay	-	-
Car Wash (self-service)	2.0	service bay		
Car Wash (not self-service)	1.0	employee		
Drive-In or Roadside Services	1.0 1.0 3.0	20 sq. ft. floor area, or 4 seats, or employee on largest shift, whichever is greater *A		

Automobile or Machinery Sales	1.0	500 sq. ft. floor area		
Clinics or Service Establishments	1.0	200 sq. ft. floor area		
Furniture or Appliance Store	1.0	600 sq. ft. floor area	1.0	5,001 - 10,000 sq. ft.
Restaurants, Night Clubs and Clubs	1.0	4 seats	2.0	10,001 - 20,000 sq. ft.
			3.0	20,001 - 40,000 sq. ft.
			4.0	40,001 - 70,000 sq. ft.
Retail Stores	1.0	400 200 sq. ft. floor area B		plus 1 per 50,000 sq. ft. over 70,000
Theater	1.0	4 seats		
All other commercial	1.0	400 300 sq. ft. floor area B		
Warehouse, Storage, Motor Freight Terminal, Industrial, or Utilities	1.0	2,000 sq. ft. floor area, or employee on largest shift, whichever is greater *A	1.0	0 - 20,000 sq. ft.
			2.0	20,001 - 40,000 sq. ft.
	1.05		3.0	40,001 - 70,000 sq. ft.
				plus 1 per 50,000 sq. ft. over 70,000 sq. ft.

**A** \*In the event that the lesser standard will provide sufficient off-street parking to accommodate demand generated by development, a property owner may comply with the lesser standard in accordance with the following conditions:

(1) The parking plan shall show, and the property owner shall preserve, areas to be set aside and reserved for the installation of parking sufficient to accommodate, if necessary, the greater standard at some future time; and

(2) In the event that, due to changes in use or intensity of use, the lesser standard becomes insufficient to accommodate parking demand generated by a particular use, then the property owner shall install sufficient parking within one year of such notice being given by the Administrator. In such cases, the number of stalls required for sufficient parking shall be determined by the Administrator, but shall in no event be less than the lesser standard or more than the greater standard.

**B** The Administrator reserves the right to determine whether the proposed use will have adequate parking under this requirement. The Administrator may require additional information or a parking generation study be prepared by a qualified professional to aid in this determination. In the event the minimum requirements are found to be insufficient, the Administrator may require additional parking spaces be provided or may request a determination be made by the Planning Commission.

Mr. Selof said we are a similar size to Willmar and they have recently removed all of their parking restrictions.

Council consensus directed staff to move forward with the amended ordinance.

**COUNCIL COMMITTEE REPORTS**

Mayor Von Holdt - Attended the LMC Advanced Elected Official conference.

Council Member Janssen - No report.

Council Member Ernst - The second Cultural Competency Training will be held March 14, 2024

Council Member Kielblock - No report.

Council Member Kolpin - The YMCA Cruise Dinner will be held on March 8, 2024. Thanked Emilios Kelalie for attending the meeting to see how the City Council functions.

Council Member Cummings - Attended a Joint Transit Board meeting. The new vehicles have not been delivered and are dealing with breakdowns. Looking into the differences between the City Bus Route and the Dial-A-Ride and which route makes the most sense. SMOC has staff positions open. Also attended the competency training.

### **CITY ADMINISTRATOR REPORT**

Mr. Robinson said he had visited Luverne and checked out the new audio/visual system in their Council Chambers. They used a company out of Sioux Falls.

### **ADJOURNMENT**

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 7:30 p.m.

Mindy L. Eggers, MCMC  
City Clerk

UNAPPROVED

# WATER AND LIGHT COMMISSION MINUTES

## REGULAR MEETING

### FEBRUARY 20, 2024

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M. by Vice President Chad Nixon with the following members present: Kathy Hayenga, Mike Fury, and Amy Ernst. Absent was Deb Weg, (excused).

Staff members present were Scott Hain, General Manager; Eric Roos, Utility Coordinator, and Kristy Taylor, Secretary to the Commission

Others present: None

#### AGENDA ADDITIONS/CLOSURE

Scott Hain, General Manager, requested the addition of *Consider Bids for Murray Avenue Water Reconstruction Project* to the agenda. A motion was made by Commissioner Hayenga, seconded by Commissioner Fury, and unanimously carried to close the agenda with the addition of *Consider Bids for Murray Avenue Water Reconstruction Project*.

#### CONSENT AGENDA APPROVED

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

- Water and Light Commission minutes of the regular meeting held on February 5, 2024
- Staff reports for January
- Utility bills payable totaling \$195,957.08 for February 9, and February 16, 2024.

#### SALES REPORTS

A motion was made by Commissioner Hayenga, seconded by Commissioner Fury, and unanimously carried to accept the sales reports for January.

#### 2023 SAFETY, SERVICE QUALITY, AND DISTRIBUTION RELIABILITY STANDARDS

Minnesota Statutes require that municipally-owned electric utilities provide an annual report to their governing body on their adopted safety, service quality, and distribution reliability standards. Staff reviewed the results of the Worthington Public Utilities 2023 Safety, Service Quality, and Distribution Reliability Standards report with the Commission.

Following review, a motion was made by Commissioner Ernst, seconded by Commissioner Fury, and unanimously carried to accept the 2023 report and to retain the same SAIDI (10.00), SAIFI (0.33), and CAIDI (60.00) goals for the year 2024.

**SUPPLEMENTAL AGREEMENT TO TRANSMISSION FACILITIES ASSIGNMENT AGREEMENT WITH MISSOURI RIVER ENERGY SERVICES**

Scott Hain, General Manager, presented the highlights included in the proposed Supplemental Agreement to the Transmission Facility Assignment Agreement with Missouri River Energy Services (MRES). Mr. Hain recommended that the Commission approve the proposed agreement.

After discussion, a motion was made by Commissioner Fury, seconded the Commissioner Ernst, and unanimously carried to approve the Supplemental Agreement to the Transmission Facilities Assignment Agreement with Missouri River Energy Services in substantially the form presented and authorize the General Manager to execute the agreement on behalf of Worthington Public Utilities.

**CONSIDER BIDS FOR MURRAY AVENUE WATER RECONSTRUCTION PROJECT**

Scott Hain, General Manager, reported that the following bids were received on February 14, 2024, for the water reconstruction project on Murray Avenue. The engineer’s estimate for the project was \$728,120.00

<u>Bidder</u>	<u>Total Base Bid</u>
Duininck, Inc.	\$485,855.50
Henning Construction	\$538,831.00
Ideal Landscape	\$558,600.00
Land Pride	\$758,971.00

A motion was made by Commissioner Fury, seconded by Commissioner Ernst, and unanimously carried to award the bid to Duininck, Inc. for \$485,855.50.

**COMMISSION COMMITTEE REPORTS**

Commissioner Fury stated he spent a few hours with Mr. Hain on February 6 touring the different WPU facilities.

**GENERAL MANAGER REPORT**

The General Manager provided an update on the Wastewater Treatment Facility. Mr. Hain stated the new facility will begin diverting 100% flow on February 21, 2024.

**ADJOURNMENT**

A motion was made by Commissioner Hayenga, seconded by Commissioner Ernst and unanimously carried to adjourn the meeting at 3:40 P.M. Vice President Nixon declared the meeting adjourned.

Water and Light Commission Minutes  
February 20, 2024  
Page 3

Kristy Taylor  
Secretary to the Commission

Worthington YMCA - Board of Directors Meeting, January 29, 2024

Attendance: Karri Olmanson, Kylie Turner, Roxanne Hayenga, Adam Dahlquist, Bill Gordon, Maria Peters, Lori Dudley, Josh Dale, Andrean Johnson, Ryan Enderson, Alaina Koplin

1. Meeting called to order by Kylie Turner at 12:06 PM.
2. Invocation by Roxanne Hayenga.
3. Consent Agenda. Motion to approve by Bill Gordon, seconded by Lori Dudley. Approved unanimously.
4. Business

A. Motion made by Adam Dahlquist to accept board resignations from Daniel Bernstrom and Jeremy Hallquist. Seconded by Alaina Koplin. Approved unanimously.

B. Motion made by Adam Dahlquist to approve Melanie Kuhl and Jonathan Sickmeyer as new board members. Approve Katie Meyer to fill the next board vacancy. Seconded by Bill Gordon, Approved unanimously.

C. Committee Reports made by Adam Dahlquist, Finance; Lori Dudley. Youth and Family; Executive Committee, Kylie Turner. Trista will be applying for the Active Aging grant in July. The finances continue their transition to the partnership with Marshall. Basketball numbers increased by a couple of participants, soccer numbers are down. Programming will look to specialize in fundamentals that the YMCA is noted for.

5. Executive Director/CEO Report

- a. Finance Merger with Marshall continues. Payroll has shifted to bi-weekly. Former financial documentation is not organized.
  - b. Cruise dinner is still seeking 2 live auction items.
  - c. Theft in the facility, police were called and action is being taken.
  - d. Friday nights hours of operation will increase to 9:30pm.
  - e. Youth Curfew policy will be enforced. Those 15 and under will need to leave by 8:30pm.
  - f. Winter Weather policy- group programs will not be canceled, alternative will be provided if the instructor can't make it. Efforts will be made to stay open to provide a safe space for children out of school.
5. Strong Kids Campaign is just shy of the goal currently at \$74, 926.

6. Other Business:

Department Reports from Aquatic Director, Program Director, Fitness and Wellness Director.

Board went into executive closed session at 1:12pm. Board finished the closed session at 1:17pm

7. Meeting was adjourned at 1:18pm.

Minutes submitted by Roxanne Hayenga, secretary.

**MINUTES OF THE PRAIRIE JUSTICE CENTER JOINT OPERATIONS COMMITTEE**  
**January 18, 2024 – PRAIRIE JUSTICE CENTER**

**PRESENT:**     City of Worthington – Steve Robinson, Troy Appel, Chad Cummings, Alaina Kolpin  
                  Nobles County – Bruce Heitkamp, Ryan Kruger, Chris Dybeveck, Bob Paplow  
                  At Large –

Chair Alaina Kolpin called the meeting to order at 10:00 a.m.

After reviewing the minutes of the September 19, 2023 meeting, Chad Cummings made a motion to approve the minutes. Bob Paplow seconded the motion. The motion carried.

**New Business**

None

**Old Business**

- **Impounded Vehicle Storage**
  - Bruce Heitkamp explained that he was notified recently that the Morton Buildings, Inc. quote for the impounded vehicle storage was not valid. The original quote was for a private building instead of a commercial building, which has different liability insurance and actual construction methods. The total cost limit for the building and site work according to the Nobles County Board was set at \$345,000. Bruce received a new quote yesterday from Morton Buildings, Inc. for a 60' x 105' building at a cost of \$142,903 and a quote for concrete was \$47,371.00.
  - Steve Robinson commented that liability insurance didn't play a part in the cost, it was a farm building vs. a commercial building that needs to meet city code.
  - Bob stated that initially he did tell Morton it was for a commercial building, but somehow it was misinterpreted.
  - Bruce stated that in the quote is \$2100 for door openers. That amount may be able to be reduced depending on need.
  - Chris Dybeveck said that it is up to Troy and Ryan to discuss how to utilize the building and how many door openers are needed. He asked if the 60' x 105' building was all we could afford keeping under the \$345,000 cost limit?
  - Chad asked how the \$345,000 came about, since the project wasn't put out on bids.
  - Bruce answered that the project was put out on bids. With no bids coming in we were able to reach out to Morton, because they had shown an interest.
  - Alaina questioned if there would be enough vehicle space if the building was down-sized.
  - Ryan Kruger commented that not all cars need to be put in the building, but it is still an eye-sore. We can do without a fence for a while, but will need one eventually.

- Troy Appel stated that the 60'x120' building was already a toned-down version. We had requested a building for approximately 30 vehicles and now it's down to 10. There has been so much time and energy wasted and we still don't have a building.
- Alaina suggested the need to go back to the commissioners and ask for a higher limit, because the quoted building wouldn't fit our needs.
- Chris stated that it could be brought before the board again, stating that both the site prep and building quotes were wrong, but how much more is needed? What if the commissioners declined to raise the limit? Is this a want or a need?
- Bruce commented that he never asked Morton to give a new quote on the 60'x120' building. He said Morton apologized for the wrong quote.
- Bob said that the other commissioners said the \$345,000 was all the money available for the project.
- Chad said that the county should just decide. He felt like the city wasn't being kept informed and didn't have a say in the matter, besides paying half the bill. He is frustrated this topic has been on the table for years.
- Bruce stated that the Joint Powers Committee is made up of two entities and one entity said that was the total limit of the project.
- Chris indicated that the city only pays a portion of the bill each year to be paid off by 2030. He asked Troy and Ryan if they would be happy with 60'x105' building if the dollar limit wasn't raised. Troy stated it was better than nothing, but the way it was handled was irresponsible.
- Steve stated that the cost per square foot for the 60'x105' building was approximately \$23.48.
- Chad asked why not spend the extra \$12-\$15,000 to get the 60'x120' building that was already approved. The commercial building and site prep parameters were uncontrolled.
- Alaina and Steve asked to return to commissioners to request additional funding based on the 60'x120' building.
- Chris requested that Bruce keep in contact with Steve about any board decisions.

## **Other Projects**

- **Law Enforcement Security Updates**
  - Individuals were in the Law Enforcement lobby taking pictures and looking directly down the hall through the door side-windows. Troy informed the group the side windows were going to be frosted so that won't happen again.
  - Chris asked about signage in the back of the building stating "no unauthorized vehicles beyond this point" to help deter vehicles going back there. Need to contact Braden for verbage.
  - Alaina inquired about the fence barrier that was discussed earlier.
  - Ryan stated that squads, ambulances, transport vehicles, etc. still need to get to sally port so it can't be too restrictive.
  - Steve commented that there still needs to be two-ways around the building for emergencies.

- **Parking Lot**
  - The parking lot was crack-sealed late last fall. Aaron is working on a quote to do a chip-seal next summer. Bruce said that if doing an overlay, now would be the time to redesign parking lot if needed. There is an island in the back of LEC that might be better if it is removed for less obstacles.
  - Steve said the chip-seal will give us another three years. The parking lot is over 20-years old so will have to be redone.
  - Troy asked if there was a requirement for the size of parking lots.
  - Steve said the city is changing parking requirements.
  - Bruce commented that we could shrink down the lot if needed.
- **Other Projects**
  - Bruce stated that there were issues with the Fire Panel and it had to be replaced ASAP.
  - Replacing the ceiling airlines (not water-fed lines) will be a 2024 project.
- **LEC Lease Agreement**
  - Steve stated he hasn't received Amendment 3 to the LEC Lease Agreement yet.
- **Next Meeting Date**                      February 14, 2024

### **Action Items**

- Bruce to get quote for 60'X120' building from Morton.
- Bruce to put 60'x120' building quote on county board agenda.

**LEC Joint Powers Committee  
Journal of Votes**

January 18, 2024

**SPECIAL BOARD MEETING  
PJC Training Room  
1530 Airport Rd  
Worthington MN 56187**

<b>DATE</b>	<b>ITEM VOTED ON</b>	<b>VOTES</b>
9-19-23	Approval of Agenda 1 <sup>st</sup> – Chad Cummings 2 <sup>nd</sup> – Bob Paplow	Unanimous
	Approval of Minutes 1 <sup>st</sup> – Bob Paplow 2 <sup>nd</sup> – Steve Robinson	Unanimous

**ADMINISTRATIVE SERVICES MEMO**

**DATE: FEBRUARY 26, 2024**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

**CONSENT AGENDA CASE ITEMS**

**1. APPLICATION TO CONDUCT OFF-SITE GAMBLING - WORTHINGTON OKABENA WINDSURFERS, INC.**

The Worthington Okabena Windsurfers, Inc. has submitted an application for Exemption from Lawful Gambling as follows:

Organization:	Worthington Okabena Windsurfers, Inc.
CEO:	Josh Miller
Type of Event:	Raffle
Date & Location of Event:	June 8, 2024 Sailboard Beach, Lake Okabena

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

Council action is requested on the Application for Exemption from Lawful Gambling for Worthington Okabena Windsurfers, Inc.

**2. APPLICATION TO CONDUCT OFF-SITE GAMBLING - WORTHINGTON HOCKEY ASSOCIATION**

The Worthington Hockey Association has submitted an application for Exemption from Lawful Gambling as follows:

Organization:	Worthington Hockey Association
CEO:	Nicole Reiter
Type of Event:	Raffle
Date & Location of Event:	March 14, 2024 to March 16, 2024 1600 Stower Drive

The application (included as *Exhibit 2*) must be approved by the local governing body prior to being sent to the State for approval.

Council action is requested on the Application for Exemption from Lawful Gambling for

Worthington Okabena Windsurfers, Inc.

3. **LAWFUL GAMBLING PREMISE PERMIT APPLICATION-WORTHINGTON HOCKEY ASSOCIATION**

The Worthington Hockey Association has submitted an application for a Minnesota Lawful Gambling Premises Permit Application which would allow them to sell pull tabs at the VoakJanssen 3958 (VFW), 1117 Second Avenue. The Hockey Association currently has a permit for pull tabs at The Tap and Hickory Lodge and is applying for the additional site.

Council action is requested on the application and resolution shown as *Exhibit 3*.

4. **APPLICATION FOR TEMPORARY ON-SALE LIQUOR LICENSE - AVERA MEDICAL GROUP WORTHINGTON**

*Exhibit 4* is an Application for a Temporary On-Sale Liquor License from Avera Medical Group Worthington, for the Women's Expo at Minnesota West. The event is scheduled for Saturday, March 23, 2024.

All the required paperwork, fees, and a certificate of insurance listing the City of Worthington as additional insured have been received.

Council action is requested on the application for a Temporary On-Sale Liquor License for Avera Medical Group Worthington.

**CASE ITEMS**

1. **CALL FOR PUBLIC HEARING**

The South Dakota Health and Educational Facilities Authority (the "South Dakota Authority"), on behalf of Avera Health, a South Dakota nonprofit corporation, and Avera McKennan, a South Dakota nonprofit corporation (together, the "Borrowers"), previously issued the South Dakota Health and Educational Facilities Authority Revenue Bonds, Series 2012A (Avera Health Issue) (the "Series 2012A Bonds"), which financed the costs of acquiring, constructing, remodeling, renovating and equipping certain health care facilities owned by the Borrowers, including, but not limited to, the costs of acquiring, constructing, remodeling, renovating and equipping an approximately three-story, approximately 60,000 square foot health care facility, located at 1216 Ryan's Road in Worthington, Minnesota (the "City").

In 2019, the South Dakota Authority on behalf of the Borrowers, issued the South Dakota Health and Educational Facilities Authority Taxable Revenue Bonds, Series 2019B (Avera

Health) (the "Series 2019B Bonds"), which refinanced the outstanding Series 2012A Bonds. The South Dakota Authority, on behalf of the Borrowers, expects to issue a series of bonds (the "Series 2024 Bonds"), proceeds of which will be used by the Borrowers to purchase and refinance existing debt of the Borrowers, including the Series 2019B Bonds, which refinanced the Series 2012A Bonds.

Since the debt to be refinanced with proceeds of the Series 2024 Bonds originally financed projects located in the City, Section 147(f) of the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder, requires that, prior to the issuance of the Series 2024 Bonds, this Council approve the use of proceeds of the Series 2024 Bonds, after conducting a public hearing thereon.

Representatives of the Borrowers have requested the City to schedule a public hearing on this matter for 5:30 P.M., March 25, 2024, in the Council Chambers of City Hall. While the City has no financial liability with respect to the Series 2024 Bonds, the public hearing is intended to provide the public with the opportunity to voice their support or opposition to the issuance of the Series 2024 Bonds, which are to be issued by the South Dakota Authority.

*Exhibit 5* is a copy of the resolution calling for the hearing along with the actual notice that will be published in the Worthington Globe.

Staff would recommend Council approve the resolution and call for a public hearing on this matter for 5:30 P.M., March 25, 2024, in the Council Chambers of City Hall.

2. **ADOPTION OF CITY OF WORTHINGTON SOCIAL MEDIA POLICY**

Social networking in government serves two primary functions: to communicate and deliver messages directly to citizens and to encourage citizen involvement, interaction, and feedback in more places and more ways than were traditionally available. Information which is distributed via social networking must be accurate, consistent, and timely and meet the information needs of the City's intended audience.

Social media is used for social networking, and the proposed policy, included as *Exhibit 6*, seeks to ensure proper administration of the City of Worthington's social media sites by its representatives.

Council action is requested to review and adopt the attached social media policy.

3. **PROFESSIONAL SERVICES AGREEMENT - ICE ARENA PROGRAMMING AND FEASIBILITY STUDY**

The City has participated in discussions surrounding the development of a new ice arena with members of the community and public organizations for several years. While well

intentioned, these discussions have failed to produce traction in part due to the lack of one entity stepping forward to assume leadership of the project. City Staff is recommending that the City be the entity that takes on this leadership role while working closely with other partners who will provide insight, advice and financial participation.

Staff's recommendation includes constructing a new facility on City-owned property and that it be owned, operated and managed by the City.

Professional guidance by an experienced designer is needed to initiate the project through the programming, feasibility, concept and cost estimating phases. This will require establishing a small group that will work with the architects and engineers through this initial phase. Representatives of other stakeholder groups will be invited to share their knowledge and vision.

Staff's recommendation is to retain HTG Architects of Hopkins, MN. HTG has designed new and renovated ice arenas throughout the country and has significant experience in Minnesota with projects in Prior Lake, Vadnais Heights, Rosemount, Minnetonka, Breezy Point, Orono and Waconia.

The proposed scope of work, detailed in *Exhibit 7*, includes:

- Programming and space needs,
- Developing site plans and floor plans with 3-D interior images,
- Preparing exterior elevations with 3D exterior images,
- Preparing Cost estimates, and
- Establishing the project schedule.

The fee to perform this phase of work is a lump sum of \$15,600.00 plus expenses. Local option sales tax revenue is proposed to fund this phase of the project.

Council action is requested to retain HTG Architects and authorize the Mayor and Clerk to execute the agreement.

**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 Okabena Windsurfers Inc. Previous Gambling Permit Number: X-34351-22-006

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): Josh Miller, Board President

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      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      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 Okabena

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 8, 2024

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

- Bingo     Paddlewheels     Pull-Tabs     Tipboards     Raffle

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

**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.)

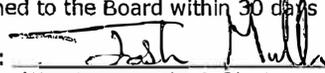
Print Township Name: \_\_\_\_\_

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: 2-9-24

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

Print Name: Josh Miller, President, Worthington Okabena Windsurfers

**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.

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

MINNESOTA LAWFUL GAMBLING  
LG230 Application to Conduct Off-Site Gambling

6/15 Page 1 of 2

No Fee

**ORGANIZATION INFORMATION**

Organization Name: Worthington Hockey Association Inc. License Number: [REDACTED]

Address: PO Box 123 City: Worthington, MN Zip: 56187

Chief Executive Officer (CEO) Name: Nicole Reiter Daytime Phone: [REDACTED]

Gambling Manager Name: Ashley Yeske Daytime Phone: [REDACTED]

**GAMBLING ACTIVITY**

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 03 / 14 / 24 to 03 / 16 / 24

Check the type of games that will be conducted:

Raffle  Pull-Tabs  Bingo  Tipboards  Paddlewheel

**GAMBLING PREMISES**

Name of location where gambling activity will be conducted: Worthington Ice Arena

Street address and City (or township): 1600 Stower Dr. Worthington Zip: 56187 County: Nobles

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

- Yes** If yes, a lease is not required.
- No** If no, the lease agreement below must be completed, and signed by the lessor.

**LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)**

Rent to be paid for the leased area: \$0.00 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Rent for the facility was previously determined for the entire season. No additional rent is to be collected for the use of the facility for these dates.

Lessor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Lessor's Name: \_\_\_\_\_

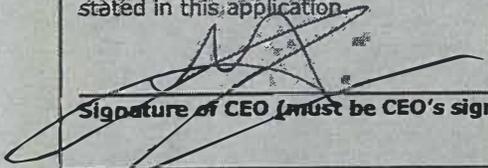
**Acknowledgment by Local Unit of Government: Approval by Resolution**

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p><b>Local unit of government must sign.</b></p> </div>	<p><b>TOWNSHIP NAME:</b> _____</p> <p><b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

**CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT**

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.



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

2/20/2024

Date

<p><b>Mail or fax to:</b></p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p><b>No attachments required.</b></p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

**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 your organization's 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.



**ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION**

<p><b>CITY APPROVAL</b> for a gambling premises located within city limits</p> <p>City Name: _____</p> <p>Date Approved by City Council: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%; text-align: center;"> <p><b>Local unit of government must sign.</b></p> </div>	<p><b>COUNTY APPROVAL</b> for a gambling premises located in a township</p> <p>County Name: _____</p> <p>Date Approved by County Board: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <p>TOWNSHIP NAME: _____</p> <p><b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>
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**ACKNOWLEDGMENT AND OATH**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.</li> <li>2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.</li> <li>3. I have read this application and all information submitted to the Board is true, accurate, and complete.</li> <li>4. All required information has been fully disclosed.</li> <li>5. I am the chief executive officer of the organization.</li> </ol> | <ol style="list-style-type: none"> <li>6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.</li> <li>7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.</li> <li>8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.</li> <li>9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.</li> <li>10. I understand the fee is non-refundable regardless of license approval/denial.</li> </ol> |
|--|---|

Signature of Chief Executive Officer (designee may not sign) \_\_\_\_\_ Date 2/20/2024

<p>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 your organization's application. Your organization's name and address will be public</p>	<p>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;</p>	<p>Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management &amp; 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.</p>
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Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 651-201-7507 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date of organization	Tax exempt number
Avera Medical Group Worthington	Event 3/23/2024	N/A

Organization Address (No PO Boxes)	City	State	Zip Code
1216 Ryan's Road	Worthington	MN	56187

Name of person making application	Business phone	Home phone
Kelli Van Grouw	57-372-6522	

Date(s) of event	Type of organization	<input type="checkbox"/> Microdistillery	<input type="checkbox"/> Small Brewer
3/23/2024	<input type="checkbox"/> Club	<input type="checkbox"/> Charitable	<input type="checkbox"/> Religious
	<input checked="" type="checkbox"/> Other non-profit		

Organization officer's name	City	State	Zip Code
Kelli Van Grouw	Worthington	MN	56187

Organization officer's name	City	State	Zip Code
		MN	

Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.  
 MN West College, 1450 Collegeway, Worthington, MN 56187

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
 No

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

**APPROVAL**

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

City or County approving the license
Fee Amount
Event in conjunction with a community festival <input type="checkbox"/> Yes <input type="checkbox"/> No
Current population of city

Date Approved
Permit Date
City or County E-mail Address

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

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

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

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

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

**RESOLUTION CALLING FOR A PUBLIC HEARING ON AN  
ISSUE OF REVENUE BONDS ON BEHALF OF  
AVERA HEALTH**

BE IT RESOLVED by the City Council of the City of Worthington, Minnesota (the “City”), as follows:

1. Avera Health, a South Dakota nonprofit corporation (“Avera Health”), has advised this Council of its desire to purchase and refinance certain indebtedness (the “Debt”) relating to certain health care facilities located in the City and owned by Avera McKennan, an affiliate of Avera Health and a South Dakota nonprofit corporation, through the issuance by the South Dakota Health and Educational Facilities Authority of one or more series of revenue bonds (the “Bonds”) under the authority of Sections 1-16A-1 through 1-16A-92 of the South Dakota Codified Laws, in a principal amount not to exceed \$465,000,000, of which an amount not to exceed \$75,000,000 will be applied to refinance the indebtedness.

2. Since the Debt to be refinanced with proceeds of the Bonds originally financed projects located in the City, Section 147(f) of the Internal Revenue Code of 1986, and regulations promulgated thereunder, requires that prior to the issuance of the Bonds, this Council approve the use of proceeds of the Bonds, after conducting a public hearing thereon. A public hearing on the proposal to issue the Bonds to purchase and refinance the Debt is hereby called and shall be held on March 25, 2024, at 5:30 p.m., at the City Hall Council Chambers.

3. The City Clerk has caused notice of the public hearing, in substantially the form attached hereto as *Exhibit A*, to be published in the official newspaper of the City and a newspaper of general circulation in the City, once not less than seven days prior to the date fixed for the public hearing, and the City Council hereby authorizes, ratifies and approves such action.

Adopted by the City Council of the City of Worthington, Minnesota on this 26th day of February, 2024.

(SEAL)

\_\_\_\_\_  
Rick Von Holdt, Mayor

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

## NOTICE OF PUBLIC HEARING

Public Notice is hereby given that the City Council of the City of Worthington, Minnesota (the "City"), will meet on March 25, 2024, at 5:30 p.m., or as soon thereafter as the matter can be heard, at the City Hall Council Chambers, 303 Ninth Street, Worthington, Minnesota, for the purpose of conducting a public hearing on a proposal that the South Dakota Health and Educational Facilities Authority (the "Authority") issue bonds in one or more series in an aggregate principal amount not to exceed \$465,000,000 (the "Bonds") for Avera Health, a South Dakota nonprofit corporation ("Avera Health") and Avera McKennan ("Avera McKennan"), a South Dakota nonprofit corporation and an affiliate of Avera Health (together, the "Borrowers"). The Bonds will be issued in one or more series pursuant to Sections 1-16A-1 through 1-16A-92 of the South Dakota Codified Laws as part of a plan of finance to provide the Borrowers and certain of their corporate affiliates with moneys to finance or refinance projects located in the States of South Dakota and Minnesota. Public approval by the State of South Dakota and each other local jurisdiction will be obtained following a public notice and public hearing regarding the Bonds and the projects financed or refinanced in the State of South Dakota or such local jurisdiction. Proceeds of the Bonds in an aggregate principal amount not to exceed \$75,000,000 will be used, together with certain other moneys, to purchase and refinance all or a portion of the outstanding \$99,810,000 original principal amount South Dakota Health and Educational Facilities Authority Taxable Revenue Bonds, Series 2019B (Avera Health) (the "*Series 2019B Bonds*"). In addition, a portion of the proceeds of the Bonds will be applied to pay expenses incurred in connection with the issuance of the Bonds. The Bonds will be issued as qualified 501(c)(3) bonds pursuant to Section 145 of the Internal Revenue Code of 1986.

The proceeds of the Series 2019B Bonds were used, among other things, to (i) refund all of the outstanding \$71,205,000 original principal amount South Dakota Health and Educational Facilities Authority Revenue Bonds, Series 2012A (Avera Health Issue) (the "*Series 2012A Bonds*"); and (ii) pay certain expenses incurred in connection with the issuance of the Series 2019B Bonds and such refunding. The proceeds of the Series 2012A Bonds, in an aggregate principal amount not to exceed \$14,000,000, were used, among other things, to pay or reimburse the Borrowers for the costs of acquiring, constructing, remodeling, renovating and equipping certain health care facilities owned by the Borrowers, including, but not limited to the costs of acquiring, constructing, remodeling, renovating and equipping an approximately three-story, approximately 60,000 square foot health care facility, located at 1216 Ryan's Road in Worthington, Minnesota.

The facilities and assets in the City to be refinanced with the proceeds of the Bonds are owned or principally used by Avera McKennan and located at: 1216 Ryan's Road, Worthington, Minnesota.

The Bonds shall not be deemed to constitute a debt or liability of the City, the State of Minnesota, the State of South Dakota or of any political subdivision thereof other than the Authority or a pledge of the faith and credit of the City, the State of Minnesota, the State of South Dakota or of any such political subdivision other than the Authority, and neither the City, the State of Minnesota, the State of South Dakota nor any political subdivision thereof will be liable on the Bonds nor will the Bonds be payable out of any funds other than those pledged and assigned under the Loan Agreement between the Authority and Avera Health. The Bonds will not be issued by the City, nor will the City have any liability with respect to the Bonds.

The public hearing is required by Section 147(f) of the Internal Revenue Code of 1986. Written comments may be submitted to Mindy Eggers, City Clerk of the City of Worthington, Minnesota at her office located at 303 Ninth Street, Worthington, Minnesota 56187, until 5:00 p.m. on March 22, 2024. Immediately following the public hearing, the City Council will meet to consider approval of the issuance of the Bonds.

Notice dated: March 6, 2024

BY ORDER OF THE CITY COUNCIL  
Mindy Eggers, City Clerk

## SOCIAL MEDIA POLICY

### PURPOSE AND SCOPE

Social media is a term encompassing a wide range of online activities integrating technology and social interaction. The City of Worthington recognizes that social media sites can be valuable tools for communicating with the public, promoting City services, and enhancing the community's identity. This policy provides guidelines as to how the City, its council members, employees, board, committee and commission members should conduct themselves online. It helps safeguard the City's brand reputation and encourages City council members, employees, and board, committee and commission members to responsibly share the City's message.

### POLICY

All City of Worthington social media accounts and content must focus on City-related business, and they must adhere to the tone and persona of the City of Worthington brand. City social media accounts may be modified or removed by the City at any time and without notice. City of Worthington social media accounts are considered official City communications and are subject to State of Minnesota public data practice laws. Content maintained in a social media format that is related to City business, including subscriber lists and comments, is a public record and is archived for data retention purposes subject to the Minnesota Data Practices Act.

The City of Worthington name, logo and links to the City's website shall be included on all City social media accounts whenever possible.

The City welcomes participation and comments from the public on its social media sites. Those who make comments shall exchange opinions and ideas in a climate of mutual respect. The City will not edit any posted comments. However, comments posted by the members of the public will be removed if they:

- Are vulgar, offensive, threatening or harassing language, or personal attacks.
- Contain content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation.
- Are commercial promotions or spam.
- Are potentially libelous.
- Advocate illegal activity.
- Are obscene or contain sexual content, or links to obscene or sexual content.
- Contain information that could compromise the safety or security of the public or public system.
- Contain private or personal information published without consent.

### AUTHORIZED USERS OF CITY SOCIAL MEDIA ACCOUNTS

The Communications representative shall have administrative rights to all City of Worthington social media accounts and will oversee the sites to ensure they are properly maintained.

Only authorized employees may post as official representatives of the City. Employees representing the City of Worthington via social media outlets must abide by the terms of this policy and conduct themselves in accordance with the City's personnel policy.

City of Worthington social media accounts shall not be used by any employee, elected official, board, committee or commission member to express personal views or promote personal agendas.

### GENERAL PROCEDURES

Departments wishing to post their own information in the City account to promote City-related business must first discuss their request with the Communications representative and the City Administrator to ensure consistency with the City's communication strategy. Once approved, the requesting department shall be responsible for the content.



# PARTNERSHIPS BEYOND BUILDINGS

InVision Proposal

## City of Worthington Ice Arena

**Prepared For:**

Steve Robinson, PE,  
City Administrator

City of Worthington - 303 Ninth Street, PO Box 279  
Worthington, MN 56187



20 February 2024

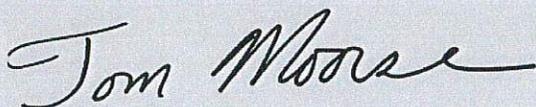
Mr. Steve Robinson, PE  
City Administrator  
City of Worthington  
303 Ninth Street  
PO Box 279  
Worthington, MN 56187

It was great to talk with you and Todd Wietzema to hear about plans to bring a new ice arena to the Worthington area. We understand that the existing rink is 30+ years old and nearing the end of its useful life and that the city is looking for assistance in determining options and cost estimates for a new rink.

Our InVision process is designed specifically to guide you through the initial design and present you with the information needed to make informed decisions for the future of your rink project. We will start by working with you and your team to develop a program that outlines the components of your "ideal" rink. We will use that program to develop options for you that include 2-3 floor plan and site plan options. Once we have the final floor plan option defined, we can develop the design, renderings, budget, and schedule for the project. When the InVision study is complete, you will have the information you need to be able to match up the plan options with the funding available. Understanding you are looking for some assistance in the planning for your rink, we are pleased to present this proposal for providing **InVision Consulting Services**. InVision includes **Programming** and a **Feasibility Study** (conceptual design, budget, and schedule). This proposal will explain HTG's process of how a project develops and what can be involved.

From a simplified standpoint, a project typically has three phases. **Phase I is the InVision phase**, which includes **Programming** and a **Feasibility Study**. The information provided by HTG on the building is then paired with your operations expense and revenue plan to develop your project's proforma. These are the typical items needed to seek funding and approval for your project. Once funding is secured, you can move to the next phase. **Phase II is the City Planning Approval Process**. We will work with you to develop the required documents for submittal to the city for planning commission and city council approval. **Phase III is the Architectural and Engineering Services** that will be required to develop the drawings used for bidding and building the design that was developed during the Feasibility Study phase. The fees for Phases II and III are not included in this proposal but can be determined later, once the full scope of the project is identified.

Thank you!



**Tom Moore - CEO, Principal, Architect**  
1010 Mainstreet, Suite 100 Hopkins, MN 55343  
Office: 952.278.8880  
Cell: 612.308.0127  
Email: tmoore@htg-architects.com



Serve



Listen



Learn



Invest



Innovate

# ABOUT HTG ARCHITECTS

Everything we do at HTG begins with Service and ends with Relationships. We start with your vision, then add our industry insight and superior expertise gained through experience, to design and execute plans that bring your project to life. Our history is a living part of our design process. Founded in 1959, we maximize the value of our 65+ years of experience by learning from past projects and applying our extensive knowledge and expertise to every design. Each project benefits from our cumulative knowledge developed over our many years, projects, and education.

At HTG we provide solutions that make a difference. We bring our expertise to the table to help owners take a project from idea to concept to design, and through construction. Every project faces challenges; our role as the architect is to propose ideas that solve those challenges. We listen first, and then ask questions. We work hard to clearly understand the challenge from all perspectives. The first step in our design process is to provide the owner with multiple solutions, presenting pros and cons of each. We provide the necessary information so that the owner can choose a solution that truly does make a difference.

Today our experience in rink and recreation projects continues to grow nationally and is a cornerstone of our practice. We have focused for the past 20 years on growing our knowledge and experience in rink architecture and design. We currently are working on projects across the nation, from California to Maryland, Minnesota to Florida. There are lessons learned in each project we complete, providing new knowledge and experience to apply to your project. We understand rink industry standards, but have also seen and been part of bringing unique solutions and trendsetting designs to life.

## Company Leadership



Sean Raboin  
President



Tom Moore  
CEO



Rob Brandwick  
COO



Dan Schaff  
Managing  
Principal



Kyle Pederson  
Managing  
Principal

HTG's experienced leaders alongside our dedicated team of 20+ architects, drafters, interior designers, and specialists are ready to support each new project from our offices in Hopkins, MN and Bismarck, ND. HTG as well as our team of consultants is registered and license to preform work in Minnesota.

# PROJECT EXPERIENCE

## **Ice In Paradise**

Goleta, CA  
250 seat NHL arena and studio sheet

## **Dakota! Ice Center**

Prior Lake, MN  
2 NHL rinks connected to health club

## **Vadnais Heights Sports Complex**

Vadnais Heights, MN  
Community Rink - 2 sheets & turf

## **The Pond- Hockey Training Center**

Rosemount, MN  
Studio Sheet | Remodel of grocery store

## **Leavenworth Ice Pavilion**

Leavenworth, WA  
Proposed Covered Outdoor Pavilion

## **Pagel Center Ice Arena**

Minnnetonka, MN  
Highschool & Youth Hockey Association - NHL sheet addition

## **Hoover Ice Arena**

Hoover, AL  
Proposed community rink

## **Breezy Point Resort Arena**

Breezy Point, MN  
Second Sheet Addition w/ 500 seats

## **Clearwater Ice Arena**

Clearwater, FL  
Community Rink Addition

## **Oceanside Arena**

Tempe, AZ  
LED lighting and rink renovation

## **Orono Ice Arena**

Orono, MN  
Olympic rink to NHL size and added locker rooms & 2nd sheet

## **Sno-king Ice Arena**

Snoqualmie, WA  
New Twin sheet

## **Reisterstown Sports Complex**

Reisterstown, MD  
Rink addition w/ 525 seats

## **Malibu Ice Facility**

Redwood City, CA  
Single NHL Sheet & Studio

## **Northern California**

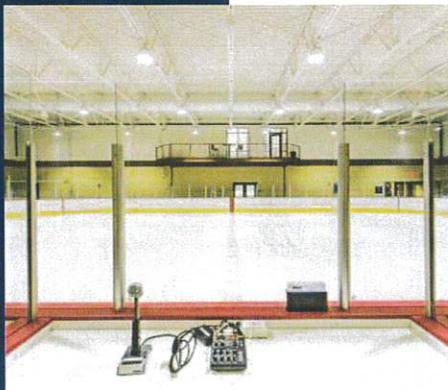
Twin Sheets & Turf

## **Waconia Ice Arena**

Waconia, MN  
Second Sheet addition

## **Casper Ice Arena**

Casper, WY  
Second Sheet addition



# PROJECT EXPERIENCE



## RENDERINGS

We believe that clear communication is our number one responsibility. Nothing communicates better than our 3D capabilities. When you are making tough financial decisions, you want all the information you can get. Here are some sample renderings from past projects.



**Sno-King Walk  
Through**



**Savannah  
Interior**



**Savannah  
Exterior**

# PRINCIPAL-IN-CHARGE



**Tom Moore**  
Managing Principal, CEO, Architect

## WORK BACKGROUND

Tom has over 30 years of experience in the architectural field. He has experience in many different areas, from design through construction. Tom manages projects and staff while developing lasting relationships with clients. He enjoys providing a high level of service while overseeing all the details of a project from start to finish.

## EDUCATION

North Dakota State University | Bachelor of Architecture | 1989

## ASSOCIATIONS & ACHIEVEMENTS

Registered Architect:

- Minnesota
- California
- Maryland
- Colorado
- North Carolina
- Washington
- Florida
- Arizona

Westbrook Church  
Building  
Committee Chair

United States Ice Rink  
Association

Minnesota Ice Arena  
Managers Association

Personal: Former Youth  
Hockey Dad

## EXPERIENCE

### RECREATION:

- Reisterstown Sportsplex, Reisterstown, MD
- Clearwater Ice Arena Expansion, Clearwater FL
- Sno-King Ice Area, Snoqualmie WA
- Dakotah! Ice Center Expansion, Prior Lake MN
- Ice in Paradise, Goleta CA
- Pagel II Ice Arena Expansion, Minnetonka MN
- Orono Ice Arena, Orono MN
- Breezy Point Ice Arena Expansion, Breezy Point MN
- Rogers Tennis Center, Rogers MN
- Vadnais Sports Center, Vadnais Heights MN
- The Pod- Hockey training center, Rosemount MN
- City of Bloomington - Outdoor Ice Rink Study(2009), Bloomington, MN

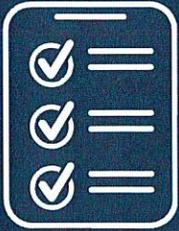
### MUNICIPAL:

- Lions Central Park Building, Rogers MN
- Rogers Public Works Building, Rogers MN
- Rogers Fire Station #2, Rogers MN
- Rogers Police Station, Rogers MN
- SMSC Public Works, Prior Lake MN
- St. Michael Public Works Facility, St. Michael MN
- Dayton Public Works & Police Station, Dayton MN
- Wayzata City Hall Remodel, Wayzata MN

### RELIGIOUS:

- Westbrook Church, Victoria MN
- Faithbrook Church, Dayton MN
- Christ Presbyterian Church, Eden Prairie MN

PROJECT TEAM



## SCOPE OF WORK

### Project Description

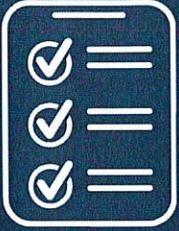
Our team has prepared our professional services package based to develop a program that outlines the components of your “ideal” rink project in Worthington, MN.

### InVision - Programming Session Overview

- HTG will meet with you and other representatives whom you feel most appropriate, i.e., user groups, operators, etc., for a Programming Session. Over the years, HTG has developed a **Master Program** which includes many of the possible, typical, and non-typical features that can go into a rink facility. We will use our Master Program to guide the discussions. Programming is the start of getting everyone “on the same page” with the same vision for your rink.
- HTG will develop the written Program based on the information collected from the Programming Session. You will have an opportunity to review and approve the Program before the Feasibility Study (conceptual design) begins. The Program will be used as the road map during the Feasibility Study and all future phases.
- During the programming session we will not only talk about the Phase 1 Rink, but will also discuss the other possible features that could be included in the future as part of an expansion to the project.
- The Programming Phase generally takes one to two weeks to complete and includes one meeting. We have included time for one in person interview meeting, and one virtually program review meeting. Tom Moorse of HTG will be the facilitator for the Programming Session.
- During this phase we will also work with you to collect site information for the project. This includes layout as well as zoning information. Any information the city can provide regarding any potential sites for the project would be extremely helpful.

### InVision - Programming Session Overview

- The Feasibility Study includes a Conceptual Site and Floor Plan Design options for your review and approval. We will take the comments from the programming session and use that information to develop 2-3 site and floor plan options. Once a floor plan has been established, we will take that plan and fit it onto your selected site. We will place the building footprint on the site along with the required parking. The site plan will show traffic flow, as well as how the future expansion and additional parking could be added.
- We will review design options with you and together we will develop a final conceptual plan for the project. The conceptual design drawings are not to be assumed as the final design but are meant to provide a general understanding of how the proposed Programmed Space Needs will fit on the given site(s). The final design will be developed during Phase II, using the feasibility study concepts.
- Once we are happy with the floor plan and site plan layout, we will provide you with three building exterior concepts. We will take your comments from the three options provided and develop a final conceptual exterior elevation design for the building. Using that final design, we will develop two (2) 3D exterior images. We will also provide two (2) 3D interior images, one of the lobby and one of the rink area.
- Also, with the concept nailed down, we will go to work on a preliminary budget and schedule. We have a number of vendor partners in the industry as well as contractors. We will work with them to provide the budget pricing so that the number can be as accurate as possible at this preliminary stage.
- The Feasibility Study Phase generally takes four to six weeks to complete and includes one in person meeting and two virtual review meetings. We will meet with you to present, review, and discuss the proposed designs, potential cost and different options and make recommendations. Tom Moorse will be the Designer and Coordinator for this phase.
- When the InVision process is complete, you will have enough information regarding the site and proposed building design that you can pair with your operational information to confidently make decisions on a path forward. The deliverables provided by HTG include:
  - i. Written Program
  - ii. Site Plan and Floor Plan Design
  - iii. Exterior Elevation
  - iv. 2 – Exterior 3D Images
  - v. 2- Interior 3D images
  - vi. Cost Estimate
  - vii. Schedule



# AGREEMENT DETAILS

We appreciate the opportunity to present this proposal. HTG proposes to provide the written program, site and floor plan designs, exterior elevations, renderings, cost estimate and schedule outlined above for a lump sum fixed fee of **\$15,600, plus expenses.**

If additional 3D renderings or options are requested, we will be happy to provide those on an hourly basis.

InVision will provide the necessary early planning information for you to make confident decisions about how to proceed. If the proper planning is done early on, the later phases of Architecture, Engineering, Interior Design, Bidding and Construction should proceed with fewer changes.

*The InVision Process of Programming and Feasibility Study is the same for all projects no matter the size. InVision is the 'foundation' that affects all other phases and every aspect of a project. We have completed hundreds of studies like yours, and we are very confident that our experience and knowledge of the ice rink industry will be a benefit to you and the planning of this project.*

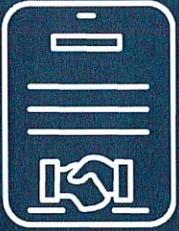
Steve, you, and your team acknowledge that any programming materials, design methodologies or assessments developed or owned by HTG are considered proprietary information and trade secrets and remain the exclusive property of HTG. All programs, feasibility studies, concept designs specifically developed for this project are considered the intellectual property of HTG.

#### **HTG Architects Hourly Rates**

- Principals \$220 - \$250 / hr
- Project Architects/Managers \$150 - \$200 / hr
- Job Captains \$120 - \$150 / hr
- Designers/CAD/Technicians \$115 / hr
- Administrative \$100 / hr
- Overtime \$Time + 1/2

#### **Reimbursable Expenses**

- In-House Printing (black and white) \$0.26 / square foot
- In-House Printing (color) \$2.50 / square foot
- Outside Printing \$Direct Cost + 10%
- Mileage \$Current IRS Rate
- Travel/Airfare/Lodging \$Direct Cost + 10%
- Postage/Delivery \$Direct Cost + 10%
- Consultants' Additional Services \$Direct Cost + 10%
- Others \$Direct Cost + 10%
- Site Survey, Pre/Post Construction ALTA Survey (By Owner)



# LET'S GET STARTED!

HTG has been providing a wide variety of architectural and engineering services since 1959. We will create a Solution that makes a Difference for you and your members. Please use us as a resource if you have any questions relating to operating expenses, increasing efficiency, rink equipment, design, bidding, construction, etc. We are More than Architects and can coordinate everything you need for this project.

If you have any questions or comments regarding any part of this proposal, please feel free to call. If this proposal is acceptable, please sign and return a copy to HTG. This proposal is valid for thirty days. Monthly invoicing will occur on a progress basis, net 30 terms. We look forward to working with you on this project.

Thank you for considering the HTG Architects team to support your unique vision. We are grateful for the opportunity to take part in this exciting next phase for the city of Worthington.

## AGREEMENT

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

Proposal accepted by: \_\_\_\_\_

**Tom Moore**, Principal  
HTG Architects

\_\_\_\_\_  
**Rick Von Holdt**, Mayor  
City of Worthington

\_\_\_\_\_  
**Mindy Egger**, Clerk  
City of Worthington

This proposal is valid for thirty days. Invoicing will occur monthly, net 30 terms.



HTG

architects

**PUBLIC WORKS MEMO**

**DATE: FEBUARY 22, 2024**  
**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

**CASE ITEMS**

**1. APPROVE PROFESSIONAL SERVICES WORK ORDER TO REPLACE THE ROOF AND HEATING UNIT ON THE TERMINAL BUILDING AT THE WORTHINGTON MUNICIPAL AIRPORT**

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

BMI is proposing a Work Order No. 6, *(Exhibit 1)* to replace the roof and heating unit on the Airport Terminal building. The primary scope of work for this proposal will be project administration services.

Bolton and Menk’s proposed fee for these services shall be completed on a lump sum basis of \$20,000.00. The cost breakdown will be as follows:

- FAA share 56.90%                      \$11,380.00
- State Share 28.91%                    \$5,782.00
- City Share 14.19%                      \$2,838.00

**Council Action is requested to approve Bolton and Menks Work Order No. 6 and Authorize the Mayor and City Clerk to sign the Agreement.**

**2. SEH PROFESSIONAL SEVICES PROPOSAL**

The Worthington Municipal Airport receives an annual Federal AIP funding amount of \$150,000.00 per year, to be used for Airport Improvement Projects. Staff has identified the Airport Terminal Roof and HVAC unit replacement to be a federal funded project for 2024.

Airport Staff has asked Brian Bergstrom, from the firm of Short Elliott Hendrickson, Inc,

to do design work for this roof and HVAC unit replacement. The proposal (*Exhibit 2*) is included in your packet. Mr. Bergstrom's proposal for these design and construction services calls for a lump sum fee of \$15,800.00 plus reimbursable expenses estimated to be \$500. This proposal has been submitted to the FAA for review and the cost breakdown would be as follows:

- FAA share 56.90%                      \$9,274.70
- State share 28.91%                     \$4,712.33
- Local share 14.19%                    \$2,312.97

**Council Action is requested to approve the SEH proposal for design services.**



**BOLTON  
& MENK**

Real People. Real Solutions.

**GREEN**

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

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

February 20, 2024

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

RE:     Worthington Municipal Airport (OTG)  
        Terminal Building Rehabilitation  
        BMI Work Order No.6  
        Proposal for Professional Services

Dear Mr. Wietzema,

Bolton & Menk is pleased to submit our proposal for Professional Services for the Terminal Building Rehabilitation project at the Worthington Municipal Airport. This will be Work Order No.6 to the Professional Services Contract between the City and Bolton & Menk with an effective date of May 13, 2019.

Our understanding of the project is the city desires to replace the roof and the HVAC mechanical unit mounted on the roof. Short Elliot Hendrickson (SEH) has furnished a proposal to the city to complete technical design and construction observation for the project. The city requests BMI submit a proposal to complete all other FAA requirements to receive grant funding.

This proposal will include project administration services.

**SCOPE OF SERVICES:**

**TASK 1 PROJECT ADMINISTRATION:**

**1.1 Project Scoping**

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

Consultant shall coordinate with the Sponsor, FAA, MnDOT, and other applicable agencies to complete the work elements in Task 1. This task shall include one (1) virtual meeting with FAA personnel to discuss the scope of work.

**1.2 Project Meetings**

Up to two (2) meetings with the city, FAA, and MnDOT are included. It is anticipated that these

meetings will include appropriate city, FAA, and MnDOT personnel and be conducted virtually. Meetings will be scheduled as necessary for work items included in Task 1.

### **1.3 Prepare DBE Update**

Since the project is anticipated to use more than \$250,000 of federal grant funds, the annual Disadvantaged Business Enterprise goals will be updated to reflect the current project. This task includes research of the current state highway certified DBE listings and area contractors to determine the availability of potential DBE contractors, preparation of preliminary construction estimates, and identification of potential DBE work items. The DBE goal work sheets will be finalized for Sponsor submittal to the FAA Civil Rights Office.

### **1.4 Environmental Documentation**

Consultant will complete a Categorical Exclusion (CATEX) waiver document for the project. Consultant will conduct a site visit and contact various local, state, and federal agencies which may have jurisdiction in the proposed development. The format for this document will follow the procedures set forth in Federal Aviation Administration (FAA) Order 5050B. Copies of the final document will be distributed to the FAA for review and finding. If there are any impacts which require extensive research, the additional work shall be done under a separate Task Order.

### **1.5 Engineer's Design Report (EDR)**

Consultant shall prepare the Engineer's Design Report in accordance with FAA guidance. An initial draft of the EDR will be completed and submitted to FAA for review. Comments provided by the FAA will be addressed and resubmitted as the final EDR. The EDR will detail the following topics:

- Project Scope
- Preliminary Site Photographs
- Applicable AIP and Design Standards
- Airport Operational Safety
- Pavement Design
- Drainage Design
- Airfield Lighting and Signage
- Navigational Aids
- Pavement Markings
- Environmental Considerations
- Existing Utilities
- Miscellaneous Work Items
- Life Cycle Cos Analysis
- Modification of AIP Standards
- AIP Non-eligible Work Items
- DBE Participation
- Project Schedule
- Preliminary Cost Estimate
- Preliminary Project Budget

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

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

## **1.7 Prepare Grant Application**

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

## **1.8 Construction Management**

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

## **1.9 Project Closeout**

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

Name: OTG Terminal Building Rehabilitation

Date: February 20, 2024

Page 4 of 4

**CONSIDERATION:**

The services described above in this proposal shall be completed on a **LUMP SUM** basis of **\$20,000**.

The anticipated funding participation is as follows:

- Federal (56.90%):       \$ 11,380.00
- State (28.91%):       \$ 5,782.00
- Local (14.19%):       \$ 2,838.00

**SCHEDULE:**

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

- Grant Request: April 2024
- Construction: September - October 2024
- Project Closeout: March 2025

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

Sincerely,

**Bolton & Menk, Inc.**



**Silas Parmar, P.E.**

Aviation Project Manager

\*\*\*\*\*

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

**City of Worthington, Minnesota**

\_\_\_\_\_  
Mr. Rick Von Holdt - Mayor

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



## PROJECT FEE ESTIMATE

<b>CLIENT:</b>	City of Worthington, MN	<b>DATE:</b>	2/20/2024					
<b>PROJECT:</b>	Worthington Municipal Airport (OTG) - Terminal Building Improvements	<b>PREPARED BY:</b>	SP					
		<b>Estimated Person Hours Required</b>						
<b>Task</b>	<b>Task Description</b>	<b>Sr. Eng.</b>	<b>Grad. Eng.</b>	<b>Eng. Tech.</b>	<b>Surveyor</b>	<b>Env. Planner</b>	<b>Admin.</b>	<b>Totals</b>
<b>1</b>	<b>Project Administration</b>							
1.1	Project Scoping	4	2	0	0	2	2	10
1.2	Project Meetings	8	4	0	0	0	0	12
1.3	Prepare DBE Update	2	2	0	0	0	8	12
1.4	Environmental Documentation	2	8	4	0	4	2	20
1.5	Engineer's Design Report	2	16	4	0	0	2	24
1.6	Construction Safety and Phasing Plan (CSPP)	2	2	8	0	0	0	12
1.7	Prepare Grant Application	4	0	0	0	0	0	4
1.8	Construction Management	8	8	0	0	0	8	24
1.9	Project Closeout	8	4	0	0	0	8	20
<b>Total Person Hours</b>		<b>40</b>	<b>46</b>	<b>16</b>	<b>0</b>	<b>6</b>	<b>30</b>	<b>138</b>
Direct Labor Rate		\$57.00	\$35.00	\$30.00	\$40.00	\$40.00	\$25.00	
Total Direct Labor Cost		\$2,280.00	\$1,610.00	\$480.00	\$0.00	\$240.00	\$750.00	\$5,360.00
Overhead Rate 2.257		\$5,145.96	\$3,633.77	\$1,083.36	\$0.00	\$541.68	\$1,692.75	\$12,097.52
<b>Subtotal Labor Cost</b>								<b>\$17,457.52</b>
<b>Direct Expenses</b>								
<b>Total Expenses</b>								<b>\$0.00</b>
Fixed Fee 15% x Subtotal Labor Cost								\$2,618.63
<b>Total Project Fee</b>								<b>\$20,077.00</b>



Building a Better World  
for All of Us®

GREEN

February 16, 2024

RE: Exhibit A-1 Professional Services Fee  
Proposal for Airport Terminal Building  
Roof Replacement

Todd Wietzema  
Public Works Director  
City of Worthington  
303 9<sup>th</sup> Street  
Worthington, MN 56187

Dear Mr. Wietzema:

Thank you for the opportunity to submit this Proposal for Professional Services for the Roof Replacement Project at the Terminal Building at the Worthington Municipal Airport. Short Elliott Hendrickson Inc. (SEH) is pleased to present you with the following professional services fee proposal for the above referenced project. This proposal is based on providing design, bidding and construction administration services on a lump-sum fee basis.

### **Project Understanding**

It is our understanding, based on information provided to date, that the City of Worthington is planning to re-roof the existing terminal building located at the Worthington Municipal Airport. The existing facility is an approximately 4,500 SF with a low-sloped 4-ply built-up roofing system. New roofing will consist of similar system or a single-ply membrane at the cities direction. It is also understood that there is one HVAC mechanical unit located on the roof that will be replaced as part of the reroofing project.

### **Scope of Services**

Our Scope of Services, as outlined below, includes architectural and mechanical engineering services.

#### **Design Phase**

- Visit project site to verify existing roofing system conditions, layouts, and dimensions.
- Generation of architectural and mechanical construction drawings and specifications for roofing and HVAC unit replacement. Construction document package will be prepared for the purposes of submitting to governing authorities for plan review and issuance of building permits, and for issuance to contractors for construction. Documents and will include:
  - Demolition plan
  - Roof plan
  - Architectural roof sections and details
  - Mechanical roof plan, details and schedules
  - Technical specifications
- Preparation of front end procurement specifications (Divisions 00 and 01) to facilitate the public bidding phase.
- Develop estimate of probable construction cost.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110  
SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 651.490.2000 | 888.908.8166 fax

### **Bidding and Permitting Phase**

- Distribute bidding documents to bidders in electronic format.
- Respond to bidder's questions and issue addenda as required.
- Attend bid opening, tabulate bids and provide letter of recommendation to City.
- Prepare draft construction contract between City and Contractor for review and execution by City and Contractor.

### **Construction Administration Phase**

- Respond to contractor questions and Requests for Information (RFI's).
- Review of shop drawings and other contractor submittals related to the construction of the project.
- Prepare Change Order Requests for review, recommendation, and approval by City.
- Review contractor Applications for Payment and make recommendations to City.
- Lead preconstruction meeting with Owner and Contractor prior to start of work
- One site visit during construction to review the progress of the roofing work
- Final inspection and generation of punchlist report for scopes of work as defined in this proposal as part of project closeout.

### **Assumptions**

For the basis of this proposal and subsequent fee we have made the following assumptions:

- The City will provide SEH with available existing building drawings, roofing investigations and reports.
- The City will provide SEH access to the existing building and site to conduct investigations as necessary for the orderly progress of the work.
- The existing building structural systems, including but not limited to, foundations, bearing walls and columns and roof framing and decking are in sound condition.

### **Services Excluded from this Proposal (may not be all inclusive)**

1. Value Engineering or redesign.
2. Evaluation of existing structural systems
3. Design of repair or modifications to buildings structural systems
4. Replacement or repair to building interior spaces
5. Energy modeling services.

### **Project Schedule**

Design phases services shall be completed with approximately 4-weeks of receiving a written Notice to Proceed from the City.

### **Project Fees**

We propose to provide the professional services as defined in this proposal for a lump sum fee of \$15,800 plus reimbursable expenses as outlined below.

### **Reimbursable**

Reimbursable expenses including, but not limited to, travel, printing, shipping, and permitting fees paid on behalf of the City and miscellaneous expenses will be billed in addition to the above fees. Reimbursable expenses are estimated at \$500.

### **ADDITIONAL SERVICES**

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

Airport Terminal Building Roof Replacement  
February 16, 2024  
Page 3

We are prepared to begin providing the services outlined in this proposal upon receipt of a signed copy of the attached Agreement for Professional Services. If you have any additional questions related to the proposed services in this proposal, please feel free to contact me at 651/490-2031, or at [bbergstrom@sehinc.com](mailto:bbergstrom@sehinc.com). Thank you again for this opportunity, and we look forward to working with you on this project.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Brian Bergstrom, AIA  
Director of Architecture | Principal

bmb

[https://sehincazure-my.sharepoint.com/personal/bbergstrom\\_sehinc\\_com/documents/proposals/worthington/airport roofing/terminal roof/airport maintenance building roof proposal.docx](https://sehincazure-my.sharepoint.com/personal/bbergstrom_sehinc_com/documents/proposals/worthington/airport%20roofing/terminal%20roof/airport%20maintenance%20building%20roof%20proposal.docx)

**Agreement for Professional Services**

This Agreement is effective as of February 16, 2024 between City of Worthington, MN (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Airport Terminal Building Roof Replacement.

**Client's Authorized Representative:** Todd Wietzema

**Address:** 303 9<sup>th</sup> Street  
Worthington, MN 56187

**Telephone:** 507.360.8764      **email:** tew@ci.worthington.mn.us

**Project Manager:** Brian Bergstrom, AIA

**Address:** 3535 Vadnais Center Drive  
St. Paul, MN 55110

**Telephone:** 651.490.2031      **email:** bbergstrom@sehinc.com

**Scope:** The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

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

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

**Payment:** See Exhibit A-1 for Lump-Sum Fee exclusive of reimbursable expenses. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

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

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

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

Short Elliott Hendrickson Inc.

City of Worthington, MN

By:   
Brian Bergstrom, AIA  
Title: Director of Architecture | Principal

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

**Exhibit A-2**  
**to Agreement for Professional Services**  
**Between City of Worthington, MN (Client)**  
**and**  
**Short Elliott Hendrickson Inc. (Consultant)**  
**Dated February 16, 2024**

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

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

**A. Lump Sum Plus Expenses Option**

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

**B. Expenses**

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

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

**C. Equipment Utilization**

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

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

document1

## General Conditions of the Agreement for Professional Services

### SECTION I – SERVICES OF CONSULTANT

#### A. General

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

#### B. Schedule

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

#### C. Additional Services

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

#### D. Suspension and Termination

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

### SECTION II – CLIENT RESPONSIBILITIES

#### A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client’s requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant’s Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant’s Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant’s reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant’s employees related to inappropriate or unwelcomed actions by Client or Client’s employees or agents. This shall include, but not be limited to, providing access to Client’s employees for Consultant’s investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant’s employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client’s facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client’s employees.
7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant’s employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

### SECTION III – PAYMENTS

#### A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable

- costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
- Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
  - Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

## SECTION IV – GENERAL CONSIDERATIONS

### A. Standards of Performance

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

### B. Indemnity for Environmental Issues

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

### C. Limitations on Liability

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

asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

- Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

### D. Assignment

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

### E. Dispute Resolution

- Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
- Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

## SECTION V – INTELLECTUAL PROPERTY

### A. Proprietary Information

- All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
- Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

### B. Client Use of Instruments of Service

- Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
- Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

### C. Reuse of Documents

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

## ENGINEERING MEMO

**DATE:** FEBRUARY 22, 2024  
**TO:** MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEMS REQUIRING COUNCIL ACTION OR REVIEW

## AGENDA CASE ITEMS

1. **APPROVE PLANS FOR THIRD AND FOURTH AVENUE STREET AND UTILITY IMPROVEMENT AND AUTHORIZE ADVERTISEMENT FOR BIDS**

City staff has prepared plans and specifications for Third and Fourth Avenue Utility Improvement Reconstruction project. This project was presented and approved at the December 11<sup>th</sup>, 2023, improvement hearing.

Staff recommends that council pass the resolutions shown in *Exhibit 1*, approving the plan and specifications and authorize an advertisement for bid to be received on March 27, 2024, at 2:00 p.m. and considered for award at the April 08, 2024, City Council meeting.

2. **RESOLUTION PERTAINING TO INTENT TO BOND FOR COSTS INCURRED IN MAKING PUBLIC IMPROVEMENTS**

Federal tax regulations require that local governments declare the intent to reimburse themselves for prior costs incurred in making public improvements with proceeds from bonds. In other words, the City must state the intent to sell bonds for a project after significant costs have already been incurred for the project. It is typical for the City to temporarily finance improvements with construction fund reserves until an adequate amount of cost from various projects have been incurred to warrant the issuance of a bond. Staff recommends that City Council pass the resolutions in *Exhibit 2*. The maximum amount listed in the resolution is approximately 10% higher than the project estimate presented for the projects ordered by City Council.

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

**APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS.**

**WHEREAS**, Pursuant to Resolution No. 2024-12-64, passed by the council on December 11<sup>th</sup>, 2024, the city engineer has prepared plans and specifications for the improvement of the following described streets by regrading, base reconstruction, necessary curb and gutter reconstruction, and resurfacing:

**THRID AVENUE and FOURTH AVENUE from Ninth Street to Eleventh Street;**

and

**WHEREAS**, said plans and specifications for said improvement have been presented to the council for approval.

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

1. Such plans and specifications for said improvement, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official newspaper and on QuestCDN.com an advertisement for bids upon the making of said improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received at the office of the city clerk of the city of Worthington, Minnesota, until 2:00 p.m. on Wednesday, March 27<sup>th</sup>, 2024, at which time they will be publicly opened in the council chambers of City Hall, 303 Ninth Street, Worthington, Minnesota, by a council designated committee, and bids and the responsibility of the bidders will be considered by the city council at 5:30 p.m. on Monday, April 8<sup>th</sup>, 2024, in the council chambers of City Hall, 303 9<sup>th</sup> Street. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five percent (5%) of the amount of the bid.

Adopted by the city council of the city of Worthington, Minnesota, this the 26<sup>th</sup> day of February, 2024.

(SEAL)

\_\_\_\_\_  
Rick VonHoldt, Mayor

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

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

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

**WHEREAS,** The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all, or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance of the bonds.

**WHEREAS,** The Regulations generally require that the City, as issuer of the bonds, make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

**WHEREAS,** The City desires to comply with requirements of the Regulations with respect to certain public improvement projects to be undertaken within the City.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL (THE "COUNCIL") OF THE CITY OF WORTHINGTON (THE "CITY"), MINNESOTA, AS FOLLOWS:**

1. The City expects to make original expenditures with respect to the following described projects prior to the issuance of reimbursement bonds, and the City reasonably expects to issue reimbursement bonds for such projects in the maximum principal amount shown below:

Project:  
THIRD AVENUE and FOURTH AVENUE  
from Ninth Street to Eleventh Street;

Maximum amount of Bonds  
expected to be issued:  
\$4,964,658.05

2. Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the City will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.
  
3. As of the date hereof, there are no City funds reserved, pledged, allocated on a long-term basis, or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long-term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.
  
4. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the City to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the City maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted by the city council of the city of Worthington, Minnesota, this the 26<sup>th</sup> day of February, 2024.

(SEAL)

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Rick VonHoldt, Mayor

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

PACKET: 05011 JAN EFT

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							
	I-202402137801	BOND PAYMENT	D	1/26/2024		1,732,256.25CR	002136	1,732,256.25

\* \* T O T A L S \* \*

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	1,732,256.25	1,732,256.25
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:	1	0.00	1,732,256.25	1,732,256.25

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

\*\*\* DRAFT/OTHER LISTING \*\*\*

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
213	1/2024	582,033.75CR
347	1/2024	63,600.00CR
348	1/2024	21,125.00CR
350	1/2024	228,843.75CR
351	1/2024	836,653.75CR
=====		
ALL		1,732,256.25CR

PACKET: 05018 PAYROLL 2/16/24 - 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	2/21/2024			002137	7,323.53
E00088		EFTPS	D	2/21/2024			002138	66,508.93
M00512		MEDSURETY LLC	D	2/21/2024			002139	8,181.98
M00512		MEDSURETY LLC	D	2/21/2024			002140	3,156.25
M00512		MEDSURETY LLC	D	2/21/2024			002141	25.00
M00309		MINNESOTA STATE RETIREMENT SYSTD		2/21/2024			002142	2,410.00
N00316		LIFE INSURANCE OF NORTH AMERICAD		2/21/2024			002143	3,685.90
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		2/21/2024			002144	55,895.84
S00202		STATE OF MINNESOTA DEPT OF REVED		2/21/2024			002145	13,282.22

* * 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:	9	0.00	160,469.65	160,469.65
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
<b>BANK TOTALS:</b>	<b>9</b>	<b>0.00</b>	<b>160,469.65</b>	<b>160,469.65</b>

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMERITAS	2/16/24	DENTAL INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	379.33
	2/16/24	DENTAL INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	375.52
	2/16/24	VISION INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	52.29
	2/16/24	VISION INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	51.52
	2/16/24	DENTAL INSURANCE	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	18.18
	2/16/24	DENTAL INSURANCE	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	18.18
	2/16/24	VISION INSURANCE	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	3.68
	2/16/24	VISION INSURANCE	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	3.68
	2/16/24	DENTAL INSURANCE	RECREATION	NON-DEPARTMENTAL	18.18
	2/16/24	DENTAL INSURANCE	RECREATION	NON-DEPARTMENTAL	18.18
	2/16/24	VISION INSURANCE	RECREATION	NON-DEPARTMENTAL	3.68
	2/16/24	VISION INSURANCE	RECREATION	NON-DEPARTMENTAL	3.68
	2/16/24	DENTAL INSURANCE	PIR/TRUNKS	NON-DEPARTMENTAL	6.82
	2/16/24	DENTAL INSURANCE	IMPROVEMENT CONST	NON-DEPARTMENTAL	6.01
	2/16/24	DENTAL INSURANCE	IMPROVEMENT CONST	NON-DEPARTMENTAL	9.71
	2/16/24	VISION INSURANCE	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.37
	2/16/24	VISION INSURANCE	IMPROVEMENT CONST	NON-DEPARTMENTAL	2.74
	2/16/24	DENTAL INSURANCE	TI DIST #7, REDEV	NON-DEPARTMENTAL	0.46
	2/16/24	DENTAL INSURANCE	WATER	NON-DEPARTMENTAL	80.23
	2/16/24	DENTAL INSURANCE	WATER	NON-DEPARTMENTAL	86.24
	2/16/24	VISION INSURANCE	WATER	NON-DEPARTMENTAL	3.56
	2/16/24	VISION INSURANCE	WATER	NON-DEPARTMENTAL	1.96
	2/16/24	DENTAL INSURANCE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	47.17
	2/16/24	DENTAL INSURANCE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	47.17
	2/16/24	VISION INSURANCE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	6.70
	2/16/24	VISION INSURANCE	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	6.70
	2/16/24	DENTAL INSURANCE	ELECTRIC	NON-DEPARTMENTAL	109.63
	2/16/24	DENTAL INSURANCE	ELECTRIC	NON-DEPARTMENTAL	109.63
	2/16/24	DENTAL INSURANCE	STORM WATER MANAGE	NON-DEPARTMENTAL	0.46
	2/16/24	DENTAL INSURANCE	LIQUOR	NON-DEPARTMENTAL	150.70
	2/16/24	DENTAL INSURANCE	LIQUOR	NON-DEPARTMENTAL	150.70
	2/16/24	VISION INSURANCE	LIQUOR	NON-DEPARTMENTAL	7.36
	2/16/24	VISION INSURANCE	LIQUOR	NON-DEPARTMENTAL	7.36
	2/16/24	DENTAL INSURANCE	DATA PROCESSING	NON-DEPARTMENTAL	92.03
	2/16/24	DENTAL INSURANCE	DATA PROCESSING	NON-DEPARTMENTAL	<u>92.03</u>
			TOTAL:		1,971.84
BEACON ATHLETICS LLC	2/16/24	BACKSTOP WOODLESS PADS	RECREATION	BALLFIELD MAINTENANCE	<u>7,535.00</u>
			TOTAL:		7,535.00
BENTS DEVEN	2/16/24	BOOT REIMBURSEMENT	ELECTRIC	O-DISTR MISC	<u>254.87</u>
			TOTAL:		254.87
BLUEPEAK	2/16/24	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	<u>51.41</u>
			TOTAL:		51.41
BOLTON & MENK INC	2/16/24	CHLORIDE REDUCTION PROJECT	MUNICIPAL WASTEWAT	O-PURIFY MISC	388.50
	2/16/24	WWTF FACILITY IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	16,800.63
	2/16/24	WWTF FACILITY IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	15,200.37
	2/16/24	AIRPORT MASTER PLAN	AIRPORT	PROJECT #4	<u>6,225.00</u>
			TOTAL:		38,614.50
BORDER STATES ELECTRIC SUPPLY	2/16/24	TAPE, WIRE AND 600V SUPPLI	ELECTRIC	FA DISTR UNDRGRND COND	2,296.70
	2/16/24	TAPE, WIRE AND 600V SUPPLI	ELECTRIC	FA DISTR UNDRGRND COND	<u>3,948.45</u>
			TOTAL:		6,245.15

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CAMPSPOT	2/16/24	ONLINE RESERVATIONS	RECREATION	OLSON PARK CAMPGROUND	<u>575.88</u>
				TOTAL:	575.88
CAPITAL ONE	2/16/24	MISC SUPPLIES	ELECTRIC	O-DISTR SUPER & ENG	<u>29.17</u>
				TOTAL:	29.17
CHRISTINA CASTELLANO	2/16/24	LUNCH AND DINNER	GENERAL FUND	POLICE ADMINISTRATION	<u>33.34</u>
				TOTAL:	33.34
COOPERATIVE ENERGY CO- ACCT # 5910807	2/16/24	TANK RENT	GENERAL FUND	POLICE ADMINISTRATION	45.00
	2/16/24	GAS FOR SNOWBLOWER	GENERAL FUND	CENTER FOR ACTIVE LIVI	3.65
	2/16/24	PROPANE	RECREATION	ICE ARENA	24.30
	2/16/24	FUEL	RECREATION	PARK AREAS	10.44
	2/16/24	SAW GAS	RECREATION	TREE REMOVAL	<u>25.63</u>
				TOTAL:	109.02
COOPERATIVE ENERGY CO- ACCT# 05412019	2/16/24	DIESEL FUEL	ELECTRIC	O-SOURCE FUEL	<u>19,800.00</u>
				TOTAL:	19,800.00
DAKOTA SUPPLY GROUP INC	2/16/24	PVC ELBOWS	ELECTRIC	FA DISTR UNDRGRND COND	1,480.71
	2/16/24	SECONDARY WIRE	ELECTRIC	FA DISTR UNDRGRND COND	1,540.00
	2/16/24	SECONDARY WIRE	ELECTRIC	FA DISTR UNDRGRND COND	<u>6,950.00</u>
				TOTAL:	9,970.71
DROLL, SHARI A	2/16/24	LUNCH	GENERAL FUND	SECURITY CENTER	6.66
	2/16/24	LUNCH	GENERAL FUND	SECURITY CENTER	<u>6.66</u>
				TOTAL:	13.32
FORUM COMMUNICATIONS COMPANY	2/16/24	FINAL ONLINE MARKETING	RECREATION	FIELD HOUSE	500.00
	2/16/24	LEAD ELECTRIC LINE WORKERS	ELECTRIC	ACCTS-INFO & INSTR ADV	<u>1,055.50</u>
				TOTAL:	1,555.50
FRONTIER COMMUNICATION SERVICES	2/16/24	PHONE SERVICE	WATER	O-PUMPING	49.86
	2/16/24	PHONE SERVICE	WATER	O-PURIFY MISC	66.78
	2/16/24	PHONE SERVICE	WATER	O-PURIFY MISC	40.27
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.78
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	57.21
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.78
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.78
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.27
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	50.87
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.78
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.78
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	64.41
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	41.86
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	64.70
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	82.28
	2/16/24	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	41.86
	2/16/24	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	77.45
	2/16/24	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	129.51
	2/16/24	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>25.58</u>
				TOTAL:	1,166.81
GERDES GARY	2/16/24	LUNCH	STORM WATER MANAGE	STREET CLEANING	<u>11.89</u>
				TOTAL:	11.89

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HACH COMPANY	2/16/24	LAB CHEMICALS	WATER	O-PURIFY MISC	<u>609.00</u>
				TOTAL:	609.00
HOPE HAVEN INC	2/16/24	DECEMBER CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
				TOTAL:	541.67
HUSSONG BARBARA	2/16/24	LUNCH	GENERAL FUND	SECURITY CENTER	6.66
	2/16/24	LUNCH	GENERAL FUND	SECURITY CENTER	<u>6.66</u>
				TOTAL:	13.32
IDEAL LANDSCAPE & DESIGN INC	2/16/24	SNOW REMOVAL	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>495.00</u>
				TOTAL:	495.00
INTL UNION LOCAL #49	2/16/24	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	183.36
	2/16/24	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	135.87
	2/16/24	UNION DUES	RECREATION	NON-DEPARTMENTAL	38.35
	2/16/24	UNION DUES	RECREATION	NON-DEPARTMENTAL	72.71
	2/16/24	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	1.31
	2/16/24	UNION DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	2.63
	2/16/24	UNION DUES	WATER	NON-DEPARTMENTAL	91.98
	2/16/24	UNION DUES	WATER	NON-DEPARTMENTAL	93.14
	2/16/24	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	120.75
	2/16/24	UNION DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	120.77
	2/16/24	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	1.75
	2/16/24	UNION DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	<u>12.38</u>
				TOTAL:	875.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	2/16/24	206 GAS CAP	WATER	O-DIST UNDERGRND LINES	<u>9.49</u>
				TOTAL:	9.49
LAUREN D. POSTMA	2/16/24	BRENT'S BASEMENT PROJECT	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>1,115.46</u>
				TOTAL:	1,115.46
LAW ENF LABOR SERV INC #4	2/16/24	UNION DUES LICENSED	GENERAL FUND	NON-DEPARTMENTAL	564.00
	2/16/24	UNION DUES LICENSED	GENERAL FUND	NON-DEPARTMENTAL	564.00
	2/16/24	UNION DUES NON-LICENSED	GENERAL FUND	NON-DEPARTMENTAL	186.48
	2/16/24	UNION DUES NON-LICENSED	GENERAL FUND	NON-DEPARTMENTAL	<u>186.48</u>
				TOTAL:	1,500.96
JORGE LOPEZ MORENO	2/16/24	LICENSE REIMBURSEMENT CDL	GENERAL FUND	PAVED STREETS	<u>26.75</u>
				TOTAL:	26.75
MCCUEN WELDING & MACHINING INC	2/16/24	#401 WING	GENERAL FUND	ICE AND SNOW REMOVAL	18.40
	2/16/24	#418 MACHINING	GENERAL FUND	ICE AND SNOW REMOVAL	115.00
	2/16/24	HAND RAIL MEMORIAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,100.00
	2/16/24	HAND RAIL MEMORIAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,100.00
	2/16/24	HAND RAIL ARENA	RECREATION	ICE ARENA	<u>1,319.98</u>
				TOTAL:	5,653.38
MCCUEN, JOSHUA W	2/16/24	JOB FAIR FUEL LUNCH DINNER	GENERAL FUND	POLICE ADMINISTRATION	<u>101.99</u>
				TOTAL:	101.99
MINNESOTA BENEFIT ASSOCIATION	2/16/24	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	27.64
	2/16/24	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	26.98
	2/16/24	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	59.37
	2/16/24	MN BENEFITS	GENERAL FUND	NON-DEPARTMENTAL	59.35

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/16/24	INSURANCE	GENERAL FUND	PAVED STREETS	27.80
	2/16/24	INSURANCE	GENERAL FUND	PUBLIC WORK SHOP	138.96
	2/16/24	INSURANCE	GENERAL FUND	ICE AND SNOW REMOVAL	4.83
	2/16/24	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	23.78
	2/16/24	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	24.44
	2/16/24	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	0.78
	2/16/24	MN BENEFITS	RECREATION	NON-DEPARTMENTAL	0.80
	2/16/24	INSURANCE	RECREATION	PARK AREAS	0.01
	2/16/24	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	96.92
	2/16/24	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	96.92
	2/16/24	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	9.21
	2/16/24	MN BENEFITS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	9.21
	2/16/24	INSURANCE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	0.01
	2/16/24	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	13.92
	2/16/24	MN BENEFITS	ELECTRIC	NON-DEPARTMENTAL	13.92
	2/16/24	INSURANCE	AIRPORT	O-GEN MISC	21.76
	2/16/24	MN BENEFITS	DATA PROCESSING	NON-DEPARTMENTAL	7.41
	2/16/24	MN BENEFITS	DATA PROCESSING	NON-DEPARTMENTAL	<u>7.41</u>
				TOTAL:	671.43
MINNESOTA CHILD SUPPORT PAYMENT CTR	2/16/24	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	<u>139.82</u>
				TOTAL:	139.82
MINNESOTA ENERGY RESOURCES CORP	2/16/24	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	2,280.30
	2/16/24	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	731.90
	2/16/24	MONTHLY SERVICE	WATER	O-PURIFY MISC	217.47
	2/16/24	MONTHLY SERVICE	WATER	O-DISTR MISC	184.61
	2/16/24	MONTHLY SERVICE	WATER	O-DISTR MISC	449.34
	2/16/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	184.61
	2/16/24	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	369.23
	2/16/24	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	<u>449.33</u>
				TOTAL:	4,866.79
MINNESOTA MUNICIPAL UTILITIES ASSOC	2/16/24	PRE EMPLOYMENT TESTING	GENERAL FUND	PAVED STREETS	41.25
	2/16/24	PRE EMPLOYMENT TESTING	RECREATION	PARK AREAS	41.25
	2/16/24	REGISTRATION QUINN KOLPIN	WATER	O-PURIFY MISC	255.00
	2/16/24	REGISTRATION BEAU SCOTT	WATER	O-PURIFY MISC	255.00
	2/16/24	REGISTRATION ERIC ROOS	WATER	O-PURIFY MISC	137.50
	2/16/24	REGISTRATION KEVIN PRINS	WATER	O-PURIFY MISC	137.50
	2/16/24	REGISTRATION KIRK FEIT	WATER	O-PURIFY MISC	137.50
	2/16/24	REGISTRATION QUINN KOLPIN	WATER	O-DISTR MISC	255.00
	2/16/24	REGISTRATION BEAU SCOTT	WATER	O-DISTR MISC	255.00
	2/16/24	REGISTRATION ERIC ROOS	WATER	O-DISTR MISC	137.50
	2/16/24	REGISTRATION KEVIN PRINS	WATER	O-DISTR MISC	137.50
	2/16/24	REGISTRATION KIRK FEIT	WATER	O-DISTR MISC	137.50
	2/16/24	REGISTRATION DEVIN BOOTS	ELECTRIC	O-DISTR MISC	535.00
	2/16/24	REGISTRATION AARON PAVELKO	ELECTRIC	O-DISTR MISC	<u>535.00</u>
				TOTAL:	2,997.50
MISCELLANEOUS V GONZALEZ, OSCAR	2/16/24	GONZALEZ, OSCAR:REFUND	GENERAL FUND	NON-DEPARTMENTAL	20.00
LUETGERS, LOREENA	2/16/24	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
MCGAUGHEY, RYAN	2/16/24	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
PINEDA, OSMIN	2/16/24	PINEDA, OSMIN:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
SCHWARTZ, SHERRY	2/16/24	SCHWARTZ, SHERRY:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
SLONE, SANDRA	2/16/24	CLOTHES WASTHER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>25.00</u>
				TOTAL:	1,695.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
NCPERS GROUP LIFE INS	2/16/24	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	153.83	
	2/16/24	LIFE INS	GENERAL FUND	NON-DEPARTMENTAL	137.18	
	2/16/24	LIFE INS	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	8.00	
	2/16/24	LIFE INS	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	8.00	
	2/16/24	LIFE INS	RECREATION	NON-DEPARTMENTAL	20.12	
	2/16/24	LIFE INS	RECREATION	NON-DEPARTMENTAL	34.24	
	2/16/24	LIFE INS	IMPROVEMENT CONST	NON-DEPARTMENTAL	0.80	
	2/16/24	LIFE INS	WATER	NON-DEPARTMENTAL	39.35	
	2/16/24	LIFE INS	WATER	NON-DEPARTMENTAL	39.55	
	2/16/24	LIFE INS	MUNICIPAL WASTEWATER	NON-DEPARTMENTAL	44.02	
	2/16/24	LIFE INS	MUNICIPAL WASTEWATER	NON-DEPARTMENTAL	44.11	
	2/16/24	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	37.88	
	2/16/24	LIFE INS	ELECTRIC	NON-DEPARTMENTAL	37.73	
	2/16/24	BYRNE FEB FOR MARCH	ELECTRIC	NON-DEPARTMENTAL	16.00	
	2/16/24	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	0.80	
	2/16/24	LIFE INS	STORM WATER MANAGE	NON-DEPARTMENTAL	2.39	
	2/16/24	LIFE INS	LIQUOR	NON-DEPARTMENTAL	8.00	
	2/16/24	LIFE INS	LIQUOR	NON-DEPARTMENTAL	8.00	
	2/16/24	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	16.00	
	2/16/24	LIFE INS	DATA PROCESSING	NON-DEPARTMENTAL	<u>16.00</u>	
				TOTAL:	672.00	
	OBER CODY	2/16/24	LUNCH	STORM WATER MANAGE	STREET CLEANING	<u>15.00</u>
					TOTAL:	15.00
	OFFICE OF MNIT SERVICES	2/16/24	MONTHLY DIRECTORY	DATA PROCESSING	DATA PROCESSING	53.72
		2/16/24	PHONE DIRECTORY	DATA PROCESSING	DATA PROCESSING	<u>53.72</u>
					TOTAL:	107.44
	ONE OFFICE SOLUTION-WOUTIL	2/16/24	MISCELLANEOUS SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	2.58
		2/16/24	MISCELLANEOUS SUPPLIES	MUNICIPAL WASTEWATER	ACCT-RECORDS & COLLECT	2.58
2/16/24		MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>5.17</u>	
			TOTAL:	10.33		
MN PEIP	2/16/24	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	5,466.35	
	2/16/24	HEALTH INS PREMIUM	GENERAL FUND	NON-DEPARTMENTAL	4,831.36	
	2/16/24	HEALTH INS-FEB FOR MARCH	GENERAL FUND	NON-DEPARTMENTAL	515.76	
	2/16/24	HEALTH INS-FEB FOR MARCH	GENERAL FUND	NON-DEPARTMENTAL	315.96	
	2/16/24	HEALTH INS-FEB FOR MARCH	GENERAL FUND	NON-DEPARTMENTAL	330.84	
	2/16/24	BOMGAARS INS-FEB FOR MARCH	GENERAL FUND	NON-DEPARTMENTAL	515.76	
	2/16/24	HEALTH INS PREM	GENERAL FUND	MAYOR AND COUNCIL	465.65	
	2/16/24	HEALTH INS PREM	GENERAL FUND	MAYOR AND COUNCIL	465.65	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ADMINISTRATION	1,806.78	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ADMINISTRATION	1,806.78	
	2/16/24	HEALTH INS PREM	GENERAL FUND	CLERK'S OFFICE	1,031.53	
	2/16/24	HEALTH INS PREM	GENERAL FUND	CLERK'S OFFICE	1,031.53	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ACCOUNTING	909.95	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ACCOUNTING	1,084.57	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ENGINEERING ADMIN	1,067.70	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ENGINEERING ADMIN	755.81	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ECONOMIC DEVELOPMENT	1,497.18	
	2/16/24	HEALTH INS PREM	GENERAL FUND	ECONOMIC DEVELOPMENT	1,497.18	
	2/16/24	HEALTH INS PREM	GENERAL FUND	POLICE ADMINISTRATION	15,833.46	
	2/16/24	HEALTH INS PREM	GENERAL FUND	POLICE ADMINISTRATION	122.96	
	2/16/24	HEALTH INS PREM	GENERAL FUND	POLICE ADMINISTRATION	15,956.42	
	2/16/24	BOMGAARS INS-FEB FOR MARCH	GENERAL FUND	POLICE ADMINISTRATION	<u>2,063.06</u>	

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/16/24	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,609.98
	2/16/24	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,609.90
	2/16/24	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,609.97
	2/16/24	HEALTH INS PREM	GENERAL FUND	SECURITY CENTER	2,609.91
	2/16/24	HEALTH INS PREM	GENERAL FUND	PAVED STREETS	206.31
	2/16/24	HEALTH INS PREM	GENERAL FUND	PAVED STREETS	928.38
	2/16/24	HEALTH INS PREM	GENERAL FUND	PUBLIC WORK SHOP	196.57
	2/16/24	HEALTH INS PREM	GENERAL FUND	PUBLIC WORK SHOP	173.22
	2/16/24	HEALTH INS PREM	GENERAL FUND	ICE AND SNOW REMOVAL	722.07
	2/16/24	HEALTH INS PREM	GENERAL FUND	CODE ENFORCEMENT	1,031.53
	2/16/24	HEALTH INS PREM	GENERAL FUND	CODE ENFORCEMENT	1,031.53
	2/16/24	HEALTH INS PREM	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,031.53
	2/16/24	HEALTH INS PREM	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,031.53
	2/16/24	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	132.81
	2/16/24	HEALTH INS PREMIUM	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	132.81
	2/16/24	HEALTH INS PREM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	531.26
	2/16/24	HEALTH INS PREM	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	531.26
	2/16/24	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	538.15
	2/16/24	HEALTH INS PREMIUM	RECREATION	NON-DEPARTMENTAL	545.93
	2/16/24	HEALTH INS PREM	RECREATION	FIELD HOUSE	1,497.18
	2/16/24	HEALTH INS PREM	RECREATION	FIELD HOUSE	1,497.18
	2/16/24	HEALTH INS PREM	RECREATION	PARK AREAS	840.82
	2/16/24	HEALTH INS PREM	RECREATION	PARK AREAS	864.17
	2/16/24	HEALTH INS PREM	PIR/TRUNKS	SP ASSESS-ADMIN ESCROW	174.62
	2/16/24	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	62.99
	2/16/24	HEALTH INS PREMIUM	IMPROVEMENT CONST	NON-DEPARTMENTAL	101.75
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	3RD & 4TH AVE-9TH TO 1	81.36
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	73.69
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	174.49
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	2ND AVE-10TH ST TO 12T	54.24
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	2ND AVE-12TH TO 13TH R	27.12
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	2ND AVE-12TH TO 13TH R	238.52
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	E 9TH AVE SWR EXT-10-1	67.80
	2/16/24	HEALTH INS PREM	IMPROVEMENT CONST	E 9TH AVE SWR EXT-10-1	52.32
	2/16/24	HEALTH INS PREMIUM	TI DIST #7, REDEV	NON-DEPARTMENTAL	4.85
	2/16/24	HEALTH INS PREM	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	13.56
	2/16/24	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	412.13
	2/16/24	HEALTH INS PREMIUM	WATER	NON-DEPARTMENTAL	440.74
	2/16/24	HEALTH INS PREM	WATER	O-DISTR SUPER AND ENG	1,031.53
	2/16/24	HEALTH INS PREM	WATER	O-DISTR SUPER AND ENG	1,031.53
	2/16/24	HEALTH INS PREM	WATER	O-DISTR MISC	23.28
	2/16/24	HEALTH INS PREM	WATER	O-DISTR MISC	23.28
	2/16/24	HEALTH INS PREM	WATER	GENERAL ADMIN	340.99
	2/16/24	HEALTH INS PREM	WATER	GENERAL ADMIN	335.40
	2/16/24	HEALTH INS PREM	WATER	ADMIN OFFICE SUPPLIES	9.32
	2/16/24	HEALTH INS PREM	WATER	ACCTS-METER READING	343.84
	2/16/24	HEALTH INS PREM	WATER	ACCTS-METER READING	206.31
	2/16/24	HEALTH INS PREM	WATER	ACCTS-RECORDS & COLLEC	108.79
	2/16/24	HEALTH INS PREM	WATER	ACCTS-RECORDS & COLLEC	108.79
	2/16/24	HEALTH INS PREM	WATER	PROJECT #2	139.70
	2/16/24	HEALTH INS PREM	WATER	PROJECT #11	120.25
	2/16/24	HEALTH INS PREM	WATER	PROJECT #11	220.87
	2/16/24	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	304.77
	2/16/24	HEALTH INS PREMIUM	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	304.77
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	309.46
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	309.46

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	722.07
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	722.07
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY MISC	23.28
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	O-PURIFY MISC	23.28
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	GENERAL ADMIN	296.07
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	GENERAL ADMIN	291.59
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	9.32
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	92.85
	2/16/24	HEALTH INS PREM	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	92.85
	2/16/24	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,360.50
	2/16/24	HEALTH INS PREMIUM	ELECTRIC	NON-DEPARTMENTAL	1,394.88
	2/16/24	HEALTH INS-FEB FOR MARCH	ELECTRIC	NON-DEPARTMENTAL	515.76
	2/16/24	HEALTH INS PREM	ELECTRIC	O-SOURCE SUPER & ENG	51.58
	2/16/24	HEALTH INS PREM	ELECTRIC	O-SOURCE SUPER & ENG	51.58
	2/16/24	HEALTH INS PREM	ELECTRIC	O-SOURCE GENERATION	90.20
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR SUPER & ENG	928.38
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR SUPER & ENG	928.38
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR UNDERGRND LINE	21.49
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR UNDERGRND LINE	103.15
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR MISC	1,201.75
	2/16/24	HEALTH INS PREM	ELECTRIC	O-DISTR MISC	575.75
	2/16/24	HEALTH INS PREM	ELECTRIC	M-SOURCE SUPER & ENF	51.57
	2/16/24	HEALTH INS PREM	ELECTRIC	M-SOURCE SUPER & ENF	51.57
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR STATION EQUIPM	497.92
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR STATION EQUIPM	80.49
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR UNDERGRND LINE	714.20
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR UNDERGRND LINE	905.41
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR ST LITE & SIG	62.56
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR ST LITE & SIG	54.99
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR PLANT MISC	804.77
	2/16/24	HEALTH INS PREM	ELECTRIC	M-DISTR PLANT MISC	206.78
	2/16/24	HEALTH INS PREM	ELECTRIC	GENERAL ADMIN	1,325.77
	2/16/24	HEALTH INS PREM	ELECTRIC	GENERAL ADMIN	1,298.56
	2/16/24	HEALTH INS PREM	ELECTRIC	ADMIN OFFICE SUPPLIES	18.64
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-METER READING	257.88
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-METER READING	206.31
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-RECORDS & COLLEC	434.39
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-RECORDS & COLLEC	434.39
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-ASSISTANCE	232.83
	2/16/24	HEALTH INS PREM	ELECTRIC	ACCTS-ASSISTANCE	232.83
	2/16/24	HEALTH INS PREM	ELECTRIC	FA DISTR METERS	731.97
	2/16/24	HEALTH INS PREM	ELECTRIC	FA DISTR METERS	2,387.39
	2/16/24	HEALTH INS PREMIUM	STORM WATER MANAGE	NON-DEPARTMENTAL	4.85
	2/16/24	HEALTH INS PREM	STORM WATER MANAGE	PROJECT #4	13.57
	2/16/24	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	257.88
	2/16/24	HEALTH INS PREMIUM	LIQUOR	NON-DEPARTMENTAL	257.88
	2/16/24	HEALTH INS PREM	LIQUOR	O-GEN MISC	1,962.83
	2/16/24	HEALTH INS PREM	LIQUOR	O-GEN MISC	1,962.83
	2/16/24	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	361.03
	2/16/24	HEALTH INS PREMIUM	DATA PROCESSING	NON-DEPARTMENTAL	361.03
	2/16/24	HEALTH INS PREM	DATA PROCESSING	DATA PROCESSING	2,375.44
	2/16/24	HEALTH INS PREM	DATA PROCESSING	DATA PROCESSING	<u>2,375.44</u>
				TOTAL:	120,949.54
RESCO	2/16/24	SPLICEMASTER HP WIPES	ELECTRIC	FA DISTR UNDRGRND COND	<u>308.11</u>
				TOTAL:	308.11

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RESERVE ACCOUNT-ACCOUNT#30233498	2/16/24	POSTAGE BY PHONE	WATER	ADMIN OFFICE SUPPLIES	150.00
	2/16/24	POSTAGE BY PHONE	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	2/16/24	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	2/16/24	POSTAGE BY PHONE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	2/16/24	POSTAGE BY PHONE	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	2/16/24	POSTAGE BY PHONE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>2,700.00</u>
			TOTAL:		6,000.00
RONS REPAIR INC	2/16/24	MUD FLAP	ELECTRIC	O-DISTR UNDERGRND LINE	19.23
	2/16/24	COOLANT LEAK 101	ELECTRIC	O-DISTR UNDERGRND LINE	<u>421.17</u>
			TOTAL:		440.40
RUNNINGS SUPPLY INC-ACCT#9502440	2/16/24	VAC REPAIR SUPPLIES	WATER	O-DISTR MISC	39.18
	2/16/24	POWER WASHER DISCONNECTS	WATER	O-DISTR MISC	14.99
	2/16/24	BRUSH	ELECTRIC	M-DISTR UNDERGRND LINE	<u>5.19</u>
			TOTAL:		59.36
SCOTT BARBER	2/16/24	SNACKS FOR CCAC TRAINING	GENERAL FUND	ADMINISTRATION	<u>92.68</u>
				TOTAL:	92.68
SHORTER PAT	2/16/24	BASIC PUMP OPERATOR MEETIN	GENERAL FUND	FIRE ADMINISTRATION	<u>176.55</u>
				TOTAL:	176.55
STUART C IRBY CO	2/16/24	METER SOCKET 7 TERM	ELECTRIC	FA DISTR METERS	<u>1,644.00</u>
				TOTAL:	1,644.00
SWWC FOUNDATION FOR INNOVATION IN EDUC	2/16/24	59 CORRIDOR CEO SPONSORSHI	ELECTRIC	ACCTS-INFO & INSTR ADV	<u>1,000.00</u>
				TOTAL:	1,000.00
TITAN MACHINERY INC	2/16/24	SNOW BLOWER ERS	GENERAL FUND	ICE AND SNOW REMOVAL	10,159.12
	2/16/24	JENKINS SNOW BLADE AND BUC	ELECTRIC	FA MACHINERY & EQUIP	<u>5,076.56</u>
				TOTAL:	15,235.68
VASELAAR, MEREDITH	2/16/24	POSTAGE REIMBURESMENT	GENERAL FUND	ENGINEERING ADMIN	<u>9.50</u>
				TOTAL:	9.50
VESSCO INC	2/16/24	VACUUM REGULATOR FREIGHT	WATER	M-PURIFY EQUIPMENT	<u>19.89</u>
				TOTAL:	19.89
RICK D VON HOLDT	2/16/24	LEAGUE OF MN CITIES MEETIN	GENERAL FUND	MAYOR AND COUNCIL	<u>241.20</u>
				TOTAL:	241.20
WESCO RECEIVABLES CORP	2/16/24	600 VOLT WIRE	ELECTRIC	FA DISTR UNDRGRND COND	3,783.38
	2/16/24	LIGHT BARS	ELECTRIC	FA DISTR ST LITE & SIG	<u>47.03</u>
				TOTAL:	3,830.41
WINE MERCHANTS	2/16/24	WINE	LIQUOR	NON-DEPARTMENTAL	856.00
	2/16/24	WINE	LIQUOR	NON-DEPARTMENTAL	272.00-
	2/16/24	FREIGHT	LIQUOR	O-SOURCE MISC	9.90
	2/16/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>3.96-</u>
			TOTAL:	589.94	
WORTHINGTON AREA UNITED WAY	2/16/24	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	8.00
	2/16/24	PAYROLL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	8.00
	2/16/24	PAYROLL WITHHOLDING	MEMORIAL AUDITORIU	NON-DEPARTMENTAL	5.00
	2/16/24	PAYROLL WITHHOLDING	MEMORIAL AUDITORIU	NON-DEPARTMENTAL	5.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/16/24	PAYROLL WITHHOLDING	WATER	NON-DEPARTMENTAL	0.75
	2/16/24	PAYROLL WITHHOLDING	WATER	NON-DEPARTMENTAL	0.75
	2/16/24	PAYROLL WITHHOLDING	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	0.60
	2/16/24	PAYROLL WITHHOLDING	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	0.60
	2/16/24	PAYROLL WITHHOLDING	ELECTRIC	NON-DEPARTMENTAL	3.65
	2/16/24	PAYROLL WITHHOLDING	ELECTRIC	NON-DEPARTMENTAL	3.65
	2/16/24	PAYROLL WITHHOLDING	DATA PROCESSING	NON-DEPARTMENTAL	14.00
	2/16/24	PAYROLL WITHHOLDING	DATA PROCESSING	NON-DEPARTMENTAL	<u>14.00</u>
				TOTAL:	64.00
WW COMMUNICATIONS AND SECURITY SPECIAL	2/16/24	SERVICE WORK	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>708.75</u>
				TOTAL:	708.75
YMCA	2/16/24	CRUISE DINNER TABLE	LIQUOR	O-GEN MISC	<u>1,100.00</u>
				TOTAL:	1,100.00

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

101	GENERAL FUND	95,887.53
202	MEMORIAL AUDITORIUM	6,329.76
229	RECREATION	16,074.86
321	PIR/TRUNKS	181.44
401	IMPROVEMENT CONST	957.85
419	TI DIST #7, REDEV AMEND 5	18.87
601	WATER	10,382.72
602	MUNICIPAL WASTEWATER	40,656.75
604	ELECTRIC	73,423.38
606	STORM WATER MANAGEMENT	63.09
609	LIQUOR	6,463.48
612	AIRPORT	6,246.76
702	DATA PROCESSING	5,839.26
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	GRAND TOTAL:	262,525.75
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PACKET: 05027 MEDSURETY 2/22/24  
 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	2/22/2024			002146	291.00
M00512		MEDSURETY LLC	D	2/22/2024			002147	760.73

\* \* 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	1,051.73	1,051.73
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
<b>BANK TOTALS:</b>	<b>2</b>	<b>0.00</b>	<b>1,051.73</b>	<b>1,051.73</b>

PACKET: 05031 FEB EFT

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	2/22/2024			002148	13,985.34
M00115	MISSOURI RIVER ENERGY SERVICES		D	2/22/2024			002149	1,617,318.91
M00506	MN PUBLIC FACILITIES AUTHORITY		D	2/22/2024			002150	115,103.37
S00202	STATE OF MINNESOTA DEPT OF REVENUE		D	2/22/2024			002151	109,020.00

\* \* 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:	4	0.00	1,855,427.62	1,855,427.62
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:	4	0.00	1,855,427.62	1,855,427.62

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05031 FEB EFT

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
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\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
101	2/2024	6,190.25CR
229	2/2024	2,932.43CR
601	2/2024	2,465.50CR
602	2/2024	115,178.03CR
604	2/2024	1,680,448.33CR
609	2/2024	39,809.83CR
702	2/2024	327.71CR
873	2/2024	8,075.54CR
=====		
ALL		1,855,427.62CR

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS SOLUTIONS	2/23/24	COPIER SERVICE	GENERAL FUND	ENGINEERING ADMIN	114.76
	2/23/24	COPIER SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>114.76</u>
				TOTAL:	229.52
ADVANCED ENGINEERING AND ENVIRONMENTAL	2/23/24	DRAINAGE FUNDING ASSISTANC	STORM WATER MANAGE	PROJECT #25	<u>3,902.75</u>
				TOTAL:	3,902.75
ALEX AIR APPARATUS 2 LLC	2/23/24	REPAIR AND MAINTENANCE	GENERAL FUND	FIRE ADMINISTRATION	<u>357.50</u>
				TOTAL:	357.50
AMERICAN BOTTLING COMPANY	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>175.60</u>
				TOTAL:	175.60
ANDERSON ALIGNMENT	2/23/24	AIRPORT FUEL TRUCK REPAIR	AIRPORT	O-GEN MISC	87.40
	2/23/24	AIRPORT FUEL TRUCK REPAIR	AIRPORT	O-GEN MISC	<u>7.24</u>
				TOTAL:	94.64
ARNIE'S SHARPENING SERVICE	2/23/24	BLADE SHARPENING	RECREATION	ICE ARENA	<u>95.00</u>
				TOTAL:	95.00
ARTISAN BEER COMPANY	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	173.85
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>72.30</u>
				TOTAL:	246.15
AUTOMATIC BUILDING CONTROLS INC	2/23/24	ANNUAL FIRE SYSTEM CHECK	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>910.00</u>
				TOTAL:	910.00
AVERA BEHAVIORAL HEALTH CENTER	2/23/24	PRE EMPLOYEMENT PSYCH EXAM	GENERAL FUND	POLICE ADMINISTRATION	<u>560.00</u>
				TOTAL:	560.00
BEDFORD INDUSTRIES INC	2/23/24	TABLES RESERVES	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>5,160.00</u>
				TOTAL:	5,160.00
BEVERAGE WHOLESALERS INC	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	7,048.11
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	5,298.60
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>6,676.83</u>
				TOTAL:	19,023.54
BOLTON & MENK INC	2/23/24	PLATTING NORTH COMM/INDUST	GENERAL FUND	ENGINEERING ADMIN	671.72
	2/23/24	WWTF PLAN	INDUSTRIAL WASTEWA	O-PURIFY MISC	3,644.75
	2/23/24	WWTF PLAN JANUARY	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>4,220.25</u>
			TOTAL:	8,536.72	
BORDER STATES ELECTRIC SUPPLY	2/23/24	METER SEALS	ELECTRIC	O-DISTR METERS	1,131.70
	2/23/24	BRADY LETTERS	ELECTRIC	M-DISTR ST LITE & SIG	132.22
	2/23/24	BRADY LETTERS	ELECTRIC	M-DISTR ST LITE & SIG	349.57
	2/23/24	BRADY LETTERS	ELECTRIC	M-DISTR ST LITE & SIG	235.40
	2/23/24	HIGH VOLTAGE SUPPLIES	ELECTRIC	FA DISTR UNDRGRND COND	<u>796.23</u>
			TOTAL:	2,645.12	
BRAU BROTHERS BREWING COMPANY LLC	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>174.00</u>
				TOTAL:	174.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,819.82
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	576.00
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	88.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	54.00
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	112.00
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	555.00
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,664.85
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	128.00
	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	327.55
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	86.65
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	11.10
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	5.55
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	45.81
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>12.95</u>
				TOTAL:	9,492.83
C & B OPERATIONS LLC	2/23/24	#413 FILTERS	STORM WATER MANAGE	STREET CLEANING	<u>178.36</u>
				TOTAL:	178.36
C&S CHEMICALS INC	2/23/24	4,576.57 GALLONS OF ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>6,773.32</u>
				TOTAL:	6,773.32
CENTRAL SALT LLC	2/23/24	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	7,154.07
	2/23/24	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	3,609.04
	2/23/24	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	3,464.67
	2/23/24	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	3,629.46
	2/23/24	SALT	GENERAL FUND	ICE AND SNOW REMOVAL	<u>3,440.16</u>
				TOTAL:	21,297.40
CILENGI, MARILYN	2/23/24	GRADING & BASE INSPECTION	GENERAL FUND	ENGINEERING ADMIN	<u>630.64</u>
				TOTAL:	630.64
CINTAS CORP	2/23/24	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>56.00</u>
				TOTAL:	56.00
CITY LAUNDERING CO	2/23/24	MATS MOP	LIQUOR	O-GEN MISC	<u>55.77</u>
				TOTAL:	55.77
COOPERATIVE ENERGY CO- ACCT # 5910807	2/23/24	OIL MOWERS	RECREATION	PARK AREAS	<u>90.60</u>
				TOTAL:	90.60
CREATIVE CONCEPTS	2/23/24	VINYL PHONE BOOK COVER	LIQUOR	O-GEN MISC	<u>119.50</u>
				TOTAL:	119.50
DACOTAH PAPER CO	2/23/24	BAGS, CLEANER, SUPPLIES	LIQUOR	O-GEN MISC	658.50
	2/23/24	BATTER AND SERVICE CALL	LIQUOR	O-GEN MISC	<u>655.34</u>
				TOTAL:	1,313.84
DAKOTA FLUID POWER INC	2/23/24	STUMP GRINDER MOTOR	RECREATION	TREE REMOVAL	<u>1,820.05</u>
				TOTAL:	1,820.05
DAKOTA SUPPLY GROUP INC	2/23/24	SIREN POLE ERS	GENERAL FUND	POLICE ADMINISTRATION	5,126.09
	2/23/24	BAY O NET FUSES	ELECTRIC	O-DISTR MISC	363.60
	2/23/24	4/0 TRIPLEX	ELECTRIC	FA DISTR UNDRGRND COND	<u>5,880.00</u>
				TOTAL:	11,369.69
DEPARTMENT OF TRANSPORTATION	2/23/24	HANGER LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	920.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	<u>920.00</u>
DGR ENGINEERING	2/23/24	SUBSTATION #2 BREAKER ADDI	ELECTRIC	FA TRANS MAINS	1,458.00
	2/23/24	SCADA SYSTEM REPLACEMENT	ELECTRIC	FA DISTR STATION EQUIP	<u>13,500.00</u>
				TOTAL:	14,958.00
DIAMOND VOGEL, INC	2/23/24	BUSS FIELD BUILDING	RECREATION	PARK AREAS	71.33
	2/23/24	CHAUTAUQUA TABLES	RECREATION	PARK AREAS	64.44
	2/23/24	TABLE PAINT	RECREATION	PARK AREAS	128.88
	2/23/24	TABLE PAINT	RECREATION	PARK AREAS	10.68
	2/23/24	CHAUTAUQUA TABLES	RECREATION	PARK AREAS	<u>79.98</u>
				TOTAL:	355.31
DISTRICT 518 COMMUNITY EDUCATION	2/23/24	1 PAGE AD SPRING CATALOG	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>300.00</u>
				TOTAL:	300.00
DOLL DISTRIBUTING LLC	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	30.35-
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	18.20-
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	53.40-
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	7,177.30
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	37.65
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	3,293.00
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	82.50
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	89.00
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	155.00
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	5,051.45
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	30.35-
	2/23/24	BEEER	LIQUOR	NON-DEPARTMENTAL	<u>3,315.75</u>
				TOTAL:	19,069.35
DRILLINGWORLD	2/23/24	SHOP TOOLS	RECREATION	PARK AREAS	<u>1,586.32</u>
				TOTAL:	1,586.32
DUBOIS CHEMICALS INC	2/23/24	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	12,113.91
	2/23/24	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>11,342.72</u>
				TOTAL:	23,456.63
E-Z WASH	2/23/24	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	<u>48.00</u>
				TOTAL:	48.00
EARL F ANDERSEN INC- DIVISION OF SAFET	2/23/24	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	232.50
	2/23/24	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	<u>1,070.30</u>
				TOTAL:	1,302.80
ECHO GROUP INC	2/23/24	LIGHTS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	80.88
	2/23/24	LIGHTS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>79.36</u>
				TOTAL:	160.24
EHLERS COMPANIES	2/23/24	WWTP ISSUE	GENERAL FUND	OTHER GEN GOVT MISC	<u>142.50</u>
				TOTAL:	142.50
EMERGENCY SERVICES MARKETING CORP., IN	2/23/24	CELL PHONE PAGE SYSTEM	GENERAL FUND	FIRE ADMINISTRATION	<u>305.00</u>
				TOTAL:	305.00
ENVIRONMENTAL EQUIPMENT & SERVICE INC	2/23/24	#408 PARTS	STORM WATER MANAGE	STREET CLEANING	<u>5,098.00</u>
				TOTAL:	5,098.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FASTENAL COMPANY	2/23/24	BOLTS	GENERAL FUND	PAVED STREETS	265.93
	2/23/24	TABLES	RECREATION	PARK AREAS	21.32
	2/23/24	TABLES	RECREATION	PARK AREAS	9.57
	2/23/24	GLASSES	RECREATION	PARK AREAS	49.96
	2/23/24	TABLES	RECREATION	PARK AREAS	<u>63.96</u>
			TOTAL:		410.74
FIFE WATER SERVICES INC	2/23/24	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	19,723.80
	2/23/24	MONTHLY SERVICE	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>19,757.88</u>
			TOTAL:		39,481.68
FLAHERTY & HOOD PA	2/23/24	CONSULT SERVICES	GENERAL FUND	CITY ATTORNEY	<u>675.00</u>
				TOTAL:	675.00
FORUM COMMUNICATIONS COMPANY	2/23/24	JANUARY ADS	LIQUOR	O-GEN MISC	<u>5,169.00</u>
				TOTAL:	5,169.00
FRONTIER COMMUNICATION SERVICES	2/23/24	MONTHLY SERVICE	GENERAL FUND	MAYOR AND COUNCIL	48.87
	2/23/24	MONTHLY SERVICE	GENERAL FUND	CLERK'S OFFICE	95.31
	2/23/24	MONTHLY SERVICE	GENERAL FUND	ENGINEERING ADMIN	80.60
	2/23/24	MONTHLY SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	23.83
	2/23/24	MONTHLY SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	68.94
	2/23/24	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	235.21
	2/23/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	222.21
	2/23/24	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	261.75
	2/23/24	MONTHLY SERVICE	RECREATION	PARK AREAS	48.87
	2/23/24	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	148.88
	2/23/24	MONTHLY SERVICE	LIQUOR	O-GEN MISC	298.69
	2/23/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	47.44
	2/23/24	MONTHLY SERVICE	DATA PROCESSING	DATA PROCESSING	105.39
	2/23/24	MONTHLY SERVICE	DATA PROCESSING	COPIER/FAX	<u>47.66</u>
			TOTAL:		1,733.65
GOPHER STATE ONE CALL	2/23/24	MONTHLY LOCATE SERVICE	WATER	O-DISTR MISC	70.20
	2/23/24	MONTHLY LOCATE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	70.20
	2/23/24	MONTHLY LOCATE SERVICE	ELECTRIC	O-DISTR MISC	<u>140.40</u>
			TOTAL:		280.80
GRAHAM TIRE OF WORTHINGTON INC	2/23/24	SQUAD #20-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	28.93
	2/23/24	SQUAD #20-32 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>22.95</u>
			TOTAL:		51.88
GRAINGER	2/23/24	PACKING MATERIAL	ELECTRIC	M-DISTR UNDERGRND LINE	<u>43.40</u>
				TOTAL:	43.40
GREATAMERICA FINANCIAL SERVICES CORPOR	2/23/24	COPIER SERVICE	GENERAL FUND	PAVED STREETS	45.98
	2/23/24	COPIER SERVICE	RECREATION	PARK AREAS	45.98
	2/23/24	COPIER SERVICE	STORM WATER MANAGE	STORM DRAINAGE	<u>45.97</u>
			TOTAL:		137.93
HOPE HAVEN INC	2/23/24	JAN CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
				TOTAL:	541.67
HOWIES HOCKEY, INC	2/23/24	RESELL ITEMS	RECREATION	ICE ARENA	<u>408.85</u>
				TOTAL:	408.85

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HY-VEE INC-61609 (UTILITIES)	2/23/24	MISC SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	7.33
	2/23/24	ICE FOR LAB SAMPLES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	9.98
	2/23/24	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	18.84
	2/23/24	TOLIET PAPER	MUNICIPAL WASTEWAT	O-PURIFY MISC	23.71
	2/23/24	MISC SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	7.32
	2/23/24	MISC SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>14.66</u>
				TOTAL:	81.84
IDEAL LANDSCAPE & DESIGN INC	2/23/24	SNOW REMOVAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>2,775.00</u>
				TOTAL:	2,775.00
INTEGRITY AVIATION INC	2/23/24	MANAGEMENT FEE	AIRPORT	O-GEN MISC	<u>2,312.00</u>
				TOTAL:	2,312.00
INTERSTATE BATTERY SYSTEM OF SD	2/23/24	BATTERIES FOR GENSETS	ELECTRIC	M-SOURCE EQUIPMENT	7,250.60
	2/23/24	CORE RETURN	ELECTRIC	M-SOURCE EQUIPMENT	<u>784.00</u>
				TOTAL:	6,466.60
IOWA GREAT LAKES PHEASANTS FOREVER	2/23/24	ANNUAL SPONSORSHIP & DINNE	LIQUOR	O-GEN MISC	<u>1,500.00</u>
				TOTAL:	1,500.00
J & K WINDOWS	2/23/24	JANUARY CLEANING	LIQUOR	O-GEN MISC	<u>165.00</u>
				TOTAL:	165.00
JACKS UNIFORMS & EQUIPMENT	2/23/24	DUTY BELTS	GENERAL FUND	POLICE ADMINISTRATION	<u>167.79</u>
				TOTAL:	167.79
JACOBSEN BRENT	2/23/24	AMBO CONFERNECE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>535.52</u>
				TOTAL:	535.52
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	2/23/24	#430 PLUG	GENERAL FUND	PAVED STREETS	8.07
	2/23/24	#430 FUEL TREATMENT	GENERAL FUND	PAVED STREETS	23.97
	2/23/24	FLEET	GENERAL FUND	PAVED STREETS	11.29
	2/23/24	#430 AIR FILTER LAMP	GENERAL FUND	PAVED STREETS	34.52
	2/23/24	#401 HOSE FITTINGS	GENERAL FUND	PAVED STREETS	41.17
	2/23/24	HOSE FITTINGS	GENERAL FUND	PAVED STREETS	17.70
	2/23/24	HOSE FITTINGS	GENERAL FUND	ICE AND SNOW REMOVAL	180.20
	2/23/24	#401 HOSES	GENERAL FUND	ICE AND SNOW REMOVAL	150.86
	2/23/24	SPARK PLUG	RECREATION	BALLFIELD MAINTENANCE	2.34
	2/23/24	HOSE	RECREATION	PARK AREAS	20.65
	2/23/24	OIL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	54.48
	2/23/24	SWITCH	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	15.99
	2/23/24	HOSE AND FITTINGS	ELECTRIC	O-DISTR SUPER & ENG	179.71
	2/23/24	FLOOR DRY	ELECTRIC	O-DISTR MISC	23.98
	2/23/24	BATTERY TERMINAL	ELECTRIC	M-SOURCE EQUIPMENT	838.78
	2/23/24	HEAT SHRINK FOR BATTERY CO	ELECTRIC	M-SOURCE EQUIPMENT	31.80
	2/23/24	#408 LAMP	STORM WATER MANAGE	STREET CLEANING	13.99
	2/23/24	OIL	STORM WATER MANAGE	STREET CLEANING	3.29
	2/23/24	AIRPORT FUEL TRUCK	AIRPORT	O-GEN MISC	<u>21.99</u>
				TOTAL:	1,674.78
JOHNSON BROTHERS LIQUOR CO	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,380.50
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	2,266.31
	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	242.45
	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	240.00
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,158.20

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	2,304.97
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	37.63
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	84.32
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	85.80
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>61.38</u>
				TOTAL:	11,861.56
LAMPERTS YARDS INC-2602004	2/23/24	BRENTS PLAN ROOM	GENERAL FUND	ECONOMIC DEVELOPMENT	3.49
	2/23/24	ADHESIVE RETURN	GENERAL FUND	POLICE ADMINISTRATION	53.16-
	2/23/24	CHAUTAQUA DOCK	GENERAL FUND	LAKE IMPROVEMENT	<u>137.66</u>
				TOTAL:	87.99
LAMPERTS YARDS INC-2600013	2/23/24	SUNSET BOAT LANDING	GENERAL FUND	LAKE IMPROVEMENT	<u>52.99</u>
				TOTAL:	52.99
LAMPERTS YARDS INC-2602004	2/23/24	TABLES CHAUTAQUA	RECREATION	PARK AREAS	981.76
	2/23/24	TABLES SHELTER	RECREATION	PARK AREAS	43.21
	2/23/24	CHAUTUQUA TABLES	RECREATION	PARK AREAS	258.92
	2/23/24	TABLES CHAUTANQUA	RECREATION	PARK AREAS	797.04
	2/23/24	TABLE SCREWS	RECREATION	PARK AREAS	<u>44.10</u>
				TOTAL:	2,125.03
LOOSBROCK DIGGING SERVICE INC	2/23/24	SUB STATION #3 PAY FINAL	ELECTRIC	FA DISTR STATION EQUIP	32,600.17
	2/23/24	SUB STATION #3 PAY FINAL	ELECTRIC	FA IMPROVE OTHER THAN	<u>29,330.66</u>
				TOTAL:	61,930.83
LOU'S GLOVES INC	2/23/24	NITRILE GLOVES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	99.00
	2/23/24	NITRILE GLOVES	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>99.00</u>
				TOTAL:	198.00
MARK'S AUTO REPAIR OF WORTHINGTON INC	2/23/24	SQUAD #17-31 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	49.41
	2/23/24	SQUAD #17-31 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>19.00</u>
				TOTAL:	68.41
MAXFIELD RESEARCH AND CONSULTING	2/23/24	RENTAL MARKET ASSESSMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	2,600.00
	2/23/24	HOUSING NEED CONSULTING	GENERAL FUND	ECONOMIC DEVELOPMENT	1,750.00
	2/23/24	HOUSING NEEDS CONSULTING	GENERAL FUND	ECONOMIC DEVELOPMENT	3,500.00
	2/23/24	UPDATE HOUSING NEEDS ASSES	GENERAL FUND	ECONOMIC DEVELOPMENT	3,500.00
	2/23/24	UPDATE HOUSING NEEDS	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>3,500.00</u>
				TOTAL:	14,850.00
SHEA MEYER	2/23/24	REIMBURSEMENT	GENERAL FUND	PAVED STREETS	<u>29.11</u>
				TOTAL:	29.11
MICK'S REPAIR	2/23/24	UNIT #415 TIRES	GENERAL FUND	ENGINEERING ADMIN	<u>989.85</u>
				TOTAL:	989.85
MID-AMERICAN RESEARCH CHEMICAL CORP	2/23/24	WEED SPRAY	RECREATION	PARK AREAS	<u>852.93</u>
				TOTAL:	852.93
MIDWEST ALARM COMPANY INC	2/23/24	CITY HALL FIBER OPTIC CONN	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>1,033.75</u>
				TOTAL:	1,033.75
MIDWEST GARAGE DOORS INC	2/23/24	SERVICE CALL FOR GARAGE DO	RECREATION	PARK AREAS	<u>688.48</u>
				TOTAL:	688.48

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MINNESOTA MUNICIPAL UTILITIES ASSOC	2/23/24	PRE EMPLOYMENT TESTING	GENERAL FUND	PAVED STREETS	41.25
	2/23/24	PRE EMPLOYMENT TESTING	RECREATION	PARK AREAS	41.25
	2/23/24	QUINN KOLPIN	WATER	O-PURIFY MISC	255.00
	2/23/24	QUINN KOLPIN	WATER	O-DISTR MISC	765.00
	2/23/24	DEVIN BENTS	ELECTRIC	O-DISTR MISC	535.00
	2/23/24	AARON PAVELKO	ELECTRIC	O-DISTR MISC	<u>535.00</u>
			TOTAL:		2,172.50
MINNESOTA RURAL WATER ASSN	2/23/24	ERIC ROOS	WATER	O-PURIFY MISC	137.50
	2/23/24	KEVIN PRINS	WATER	O-PURIFY MISC	137.50
	2/23/24	KIRK FEIT	WATER	O-PURIFY MISC	137.50
	2/23/24	ERIC ROOS	WATER	O-DISTR MISC	137.50
	2/23/24	KEVIN PRINS	WATER	O-DISTR MISC	137.50
	2/23/24	KIRK FEIT	WATER	O-DISTR MISC	<u>137.50</u>
			TOTAL:		825.00
MISCELLANEOUS V TOMAS, WENDY	2/23/24	TOMAS, WENDY:REFUND	RECREATION	NON-DEPARTMENTAL	120.00
	2/23/24	SEGURA, JOSE ORLANDO UTILITY REFUND	WATER	NON-DEPARTMENTAL	24.35
	2/23/24	SEGURA, JOSE ORLANDO UTILITY REFUND	WATER	ACCTS-RECORDS & COLLEC	0.63
	2/23/24	BOOMGARDEN, BRUCE BOOMGARDEN, BRUCE:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
	2/23/24	FRANKS, VICKIE FRANKS, VICKIE:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
	2/23/24	LUING, STEPHEN WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
	2/23/24	CARRANZA-AMAYA, CHERYL UTILITY REBATE	ELECTRIC	NON-DEPARTMENTAL	267.78
	2/23/24	EVENSON, JEREMY UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	5.39
	2/23/24	LEINEN, TANYA J UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	120.00
	2/23/24	SEGURA, JOSE ORLANDO UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	190.00
	2/23/24	VORTHERMS, MARY ELLEN VORTHERMS, MARY ELLEN: REF	ELECTRIC	NON-DEPARTMENTAL	58.44
	2/23/24	CARRANZA-AMAYA, CHERYL UTILITY REBATE	ELECTRIC	ACCTS-RECORDS & COLLEC	2.54
	2/23/24	EVENSON, JEREMY UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.44
	2/23/24	LEINEN, TANYA J UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.92
	2/23/24	SEGURA, JOSE ORLANDO UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>1.32</u>
			TOTAL:		1,591.81
MPCA	2/23/24	WATER TREATMENT PLANT FEE	WATER	O-SOURCE WELLS & SPRNG	345.00
	2/23/24	MPCA ANNUAL PERMIT FEE	MUNICIPAL WASTEWAT	O-PURIFY MISC	5,900.00
	2/23/24	WW PERMIT FEE	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,450.00
	2/23/24	IND STORMWATER PERMIT	INDUSTRIAL WASTEWA	O-PURIFY MISC	400.00
	2/23/24	INDUST STORMWATER PERMIT	AIRPORT	O-GEN MISC	<u>400.00</u>
			TOTAL:		15,495.00
NEW CASTLE TOWN HOMES	2/23/24	1703 PAULINE AVE REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
	2/23/24	1722 PAULINE AVE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>500.00</u>
			TOTAL:		1,000.00
NOBLES COOPERATIVE ELECTRIC	2/23/24	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	18.76
	2/23/24	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	18.76
	2/23/24	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	41.14
	2/23/24	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	44.55
	2/23/24	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	583.85
	2/23/24	MONTHLY SERVICE	INDUSTRIAL WASTEWA	O-PURIFY MISC	100.00
	2/23/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>59.38</u>
			TOTAL:		866.44
NOBLES COUNTY AUDITOR/TREASURER	2/23/24	FEBRUARY LEGAL SERVICES	GENERAL FUND	PROSECUTION	30,760.50
	2/23/24	LEASE PAYMENT UTILITY OFFI	WATER	O-DISTR RENTS	165.57
	2/23/24	LEASE PAYMENT UTILITY OFFI	WATER	ADMIN RENT	331.15

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	LEASE PAYMENT UTILITY OFFI	MUNICIPAL WASTEWAT	O-PURIFY MISC	132.46
	2/23/24	LEASE PAYMENT UTILITY OFFI	MUNICIPAL WASTEWAT	ADMIN RENT	264.92
	2/23/24	LEASE PAYMENT UTILITY OFFI	ELECTRIC	O-DISTR RENTS	794.75
	2/23/24	LEASE PAYMENT UTILITY OFFI	ELECTRIC	ADMIN RENT	<u>1,622.63</u>
				TOTAL:	34,071.98
NOBLES COUNTY IT DEPT	2/23/24	MINI CUP INTERNS	GENERAL FUND	ADMINISTRATION	250.00
	2/23/24	ADOBE ACROBAT CRISTINA	GENERAL FUND	ADMINISTRATION	65.00
	2/23/24	OFFICE 365 SUBSCRIPTION DE	GENERAL FUND	ACCOUNTING	276.00
	2/23/24	ADOBE ACROBAT DENISE	GENERAL FUND	ACCOUNTING	65.00
	2/23/24	BLUE BEAM RENEWAL	GENERAL FUND	ENGINEERING ADMIN	436.00
	2/23/24	BLUEBEAM RENWAL MARILYN	GENERAL FUND	ENGINEERING ADMIN	435.50
	2/23/24	OFFICE 365 SUBSCRIPTION EN	GENERAL FUND	ENGINEERING ADMIN	1,242.00
	2/23/24	PC SPEAKERS FOR BRENT	GENERAL FUND	ECONOMIC DEVELOPMENT	29.99
	2/23/24	OFFICE 365 SUBSCRIPTION CO	GENERAL FUND	ECONOMIC DEVELOPMENT	966.00
	2/23/24	ADOBE ACROBAT MATT	GENERAL FUND	ECONOMIC DEVELOPMENT	65.00
	2/23/24	UPS FOR PW	GENERAL FUND	PAVED STREETS	1,865.00
	2/23/24	SCANNER	RECREATION	FIELD HOUSE	145.00
	2/23/24	OFFICE 365 SUBSCRIPTION	RECREATION	FIELD HOUSE	276.00
	2/23/24	SCANNER	RECREATION	ICE ARENA	145.00
	2/23/24	COMPUTERS MONITORS CC SCAN	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	12,250.71
	2/23/24	ASSET TAGS	DATA PROCESSING	DATA PROCESSING	350.96
	2/23/24	LEVOVO POWER CHARGER	DATA PROCESSING	DATA PROCESSING	22.58
	2/23/24	MALWAREBYTES LICENESE	DATA PROCESSING	DATA PROCESSING	1,070.82
	2/23/24	EXTERNAL HARD DRIVE	DATA PROCESSING	DATA PROCESSING	118.44
	2/23/24	MORRIS ELECTRICS ASSISTANC	DATA PROCESSING	DATA PROCESSING	95.00
	2/23/24	MINI CUP AND MONITORS LEON	DATA PROCESSING	DATA PROCESSING	731.00
	2/23/24	ADOBE ACROBAT LEONOR	DATA PROCESSING	DATA PROCESSING	65.00
	2/23/24	DATA CENTER HUB	DATA PROCESSING	DATA PROCESSING	4,200.00
	2/23/24	IT TICKETS	DATA PROCESSING	DATA PROCESSING	<u>14,725.00</u>
				TOTAL:	39,891.00
NOBLES COUNTY PUBLIC WORKS	2/23/24	FIX OIL LEAK #412	GENERAL FUND	ICE AND SNOW REMOVAL	<u>406.05</u>
				TOTAL:	406.05
NORTH CENTRAL INTERNATIONAL INC	2/23/24	#419 VALVE CONNECTOR	GENERAL FUND	PAVED STREETS	<u>131.67</u>
				TOTAL:	131.67
OFFICE OF MNIT SERVICES	2/23/24	JANUARY 2024 VOICE SERVICE	WATER	O-PUMPING	14.36
	2/23/24	JANUARY 2024 VOICE SERVICE	WATER	O-DISTR MISC	44.48
	2/23/24	JANUARY 2024 VOICE SERVICE	WATER	ADMIN OFFICE SUPPLIES	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	WATER	ACCTS-RECORDS & COLLEC	27.91
	2/23/24	JANUARY 2024 VOICE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	31.10
	2/23/24	JANUARY 2024 VOICE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	31.10
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	O-SOURCE MISC	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	43.30
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	O-DISTR MISC	14.37
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	14.96
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	83.77
	2/23/24	JANUARY 2024 VOICE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	<u>16.47</u>
				TOTAL:	393.67
ONE OFFICE SOLUTION-WOCITY	2/23/24	MARKER	GENERAL FUND	ENGINEERING ADMIN	4.38

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	WALL SIGNS	GENERAL FUND	ECONOMIC DEVELOPMENT	53.44
	2/23/24	MARKER	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>4.38</u>
				TOTAL:	62.20
ONE OFFICE SOLUTION-NCLAW	2/23/24	CASTERS PAPER	GENERAL FUND	SECURITY CENTER	34.70
	2/23/24	CASTERS PAPER	GENERAL FUND	SECURITY CENTER	<u>34.70</u>
				TOTAL:	69.40
ONE OFFICE SOLUTION-WOCITY	2/23/24	DESK	GENERAL FUND	CENTER FOR ACTIVE LIVI	345.40
	2/23/24	DAY PASSES	RECREATION	FIELD HOUSE	13.31
	2/23/24	BRIEFCASE	RECREATION	PARK AREAS	101.63
	2/23/24	CLIPS	RECREATION	PARK AREAS	5.36
	2/23/24	TAPE	LIQUOR	O-GEN MISC	32.02
	2/23/24	PAPER	DATA PROCESSING	COPIER/FAX	102.00
	2/23/24	PAPER	DATA PROCESSING	COPIER/FAX	<u>918.00</u>
				TOTAL:	1,517.72
PAIGE ST. JOHN	2/23/24	TABLET FOR STORE MUSINC	LIQUOR	O-GEN MISC	<u>106.80</u>
				TOTAL:	106.80
PAUSTIS WINE COMPANY	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,908.00
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	3,478.00
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	2,770.50
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	660.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	54.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	39.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>12.50</u>
				TOTAL:	8,922.00
PEIL BRANDON	2/23/24	CONFERENCE MEALS	GENERAL FUND	POLICE ADMINISTRATION	<u>52.28</u>
				TOTAL:	52.28
PEPSI COLA BOTTLING CO OF PIPESTONE, M	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>37.50</u>
				TOTAL:	37.50
PERFORMANCE KENNELS INC	2/23/24	K9 SKOL DOG	GENERAL FUND	POLICE ADMINISTRATION	<u>12,000.00</u>
				TOTAL:	12,000.00
PHILLIPS WINE & SPIRITS INC	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,902.50
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	985.20
	2/23/24	MIX	LIQUOR	NON-DEPARTMENTAL	37.80
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,758.82
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	301.88
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	76.57
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	43.56
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	73.38
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>11.88</u>
				TOTAL:	11,191.59
PLUNKETTS PEST CONTROL INC	2/23/24	PEST CONTROL	LIQUOR	O-GEN MISC	<u>86.57</u>
				TOTAL:	86.57
PRAIRIE VIEW LTD PSHP	2/23/24	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
	2/23/24	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>500.00</u>
				TOTAL:	1,000.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
R&R SPECIALTIES OF WISCONSIN INC	2/23/24	ZAMBONI REPAIR	RECREATION	ICE ARENA	4,737.65
	2/23/24	WATER PUMP & IMPELLERS	RECREATION	ICE ARENA	2,225.60
	2/23/24	EDGER BLADES	RECREATION	ICE ARENA	<u>247.25</u>
	TOTAL:				7,210.50
RADIO WORKS LLC	2/23/24	ADS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	200.00
	2/23/24	ADS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>200.00</u>
	TOTAL:				400.00
RILEY MARK	2/23/24	K9 TRAINING AND FOOD	GENERAL FUND	POLICE ADMINISTRATION	686.20
	2/23/24	K9 TRAINING AND FOOD	GENERAL FUND	POLICE ADMINISTRATION	71.06
	2/23/24	K9 TRAINING	GENERAL FUND	POLICE ADMINISTRATION	<u>53.07</u>
	TOTAL:				810.33
RONS REPAIR INC	2/23/24	#419 CABLE	GENERAL FUND	PAVED STREETS	64.22
	2/23/24	#419 CABLE	GENERAL FUND	PAVED STREETS	<u>163.00</u>
	TOTAL:				227.22
ROUND LAKE VINEYARDS & WINERY LLC	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	<u>150.00</u>
	TOTAL:				150.00
RUNNINGS SUPPLY INC-ACCT#9502440	2/23/24	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY MISC	18.15
	2/23/24	RUNNINGS SUPPLY INC-ACCT#9	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	10.49
	2/23/24	TOGGLE SWITCH	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	9.18
	2/23/24	CREDIT TOGGLE SWITCH	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	6.19
	2/23/24	MATS FOR GRATES TO PREVENT	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	199.96
	2/23/24	OIL AND BATTERY	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	39.15
	2/23/24	KNIFE AS	ELECTRIC	O-DISTR MISC	<u>44.99</u>
	TOTAL:				315.73
RUNNINGS SUPPLY INC-ACCT#9502485	2/23/24	BARICADE TRAILER LIGHTING	GENERAL FUND	PAVED STREETS	59.72
	2/23/24	HOSE CUTOFF	GENERAL FUND	PAVED STREETS	16.75
	2/23/24	TOOLS AND LADDER	RECREATION	PARK AREAS	183.97
	2/23/24	CHATAUQA TABLES	RECREATION	PARK AREAS	44.46
	2/23/24	BOLTS	RECREATION	PARK AREAS	4.02
	2/23/24	TABLES	RECREATION	PARK AREAS	<u>40.15</u>
TOTAL:				349.07	
SANFORD HEALTH-OCC MED	2/23/24	VACCATIONS	GENERAL FUND	PAVED STREETS	<u>188.00</u>
	TOTAL:				188.00
SANITATION PRODUCTS INC	2/23/24	#413 HYDRALUIC FILTER KIT	STORM WATER MANAGE	STREET CLEANING	<u>333.32</u>
	TOTAL:				333.32
SCHWALBACH ACE 5930	2/23/24	AIR FILTERS	GENERAL FUND	CENTER FOR ACTIVE LIVI	26.36
	2/23/24	AIR FILTER	GENERAL FUND	CENTER FOR ACTIVE LIVI	6.59
	2/23/24	FIX COAT RACK	GENERAL FUND	CENTER FOR ACTIVE LIVI	2.88
	2/23/24	MOP	RECREATION	FIELD HOUSE	42.97
	2/23/24	SPACE HEATER	RECREATION	ICE ARENA	35.99
	2/23/24	LAMP HOLDER	RECREATION	ICE ARENA	46.15
	2/23/24	PARTS AND FIX SCRUBBER	RECREATION	ICE ARENA	12.15
	2/23/24	CLAW HAMMER	RECREATION	PARK AREAS	39.98
	2/23/24	FASTENERS	RECREATION	PARK AREAS	3.96
	2/23/24	CHAUT TABLES	RECREATION	PARK AREAS	86.69
	2/23/24	FASTENERS	RECREATION	PARK AREAS	74.70
	2/23/24	FASTENERS	RECREATION	PARK AREAS	2.49

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	SCREWDRIVER, WRENCH, FASTE	LIQUOR	O-GEN MISC	49.40
	2/23/24	AIR FILTER	AIRPORT	O-GEN MISC	<u>15.18</u>
				TOTAL:	296.09
SHORT ELLIOTT HENDRICKSON INC	2/23/24	CAL RESTURATION INSURANCE	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>1,705.51</u>
				TOTAL:	1,705.51
SMALL LOT MN LLC	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	900.60
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	1,559.40
	2/23/24	THC	LIQUOR	NON-DEPARTMENTAL	144.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>18.00</u>
				TOTAL:	2,622.00
SOUTHERN GLAZER'S WINE AND SPIRITS LL	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,170.56
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	559.42
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	154.35
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,368.42
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	616.75
	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	694.05
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	643.68
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	48.01
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	20.81
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	50.33
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	46.71
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	27.75
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>14.83</u>
				TOTAL:	9,415.67
SRF CONSULTING GROUP INC	2/23/24	CITY WIDE COMPREHENSIVE PL	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>7,689.70</u>
				TOTAL:	7,689.70
STREICHER'S INC	2/23/24	INTERNAL VEST CARRIER	GENERAL FUND	POLICE ADMINISTRATION	<u>234.00</u>
				TOTAL:	234.00
THE GLOBE	2/23/24	THE GLOBE	LIQUOR	O-GEN MISC	<u>3.62</u>
				TOTAL:	3.62
TRANSOURCE TRUCK & EQUIPMENT	2/23/24	#410 HOSE	GENERAL FUND	PAVED STREETS	<u>288.39</u>
				TOTAL:	288.39
TRITECH SOFTWARE SYSTEMS	2/23/24	ZUERCHER SUITE SUBSCRIPTIO	GENERAL FUND	POLICE ADMINISTRATION	29,610.47
	2/23/24	ZUERCHER SUITE SUBSCRIPTIO	GENERAL FUND	SECURITY CENTER	7,924.73
	2/23/24	ZUERCHER SUITE SUBSCRIPTIO	GENERAL FUND	SECURITY CENTER	<u>7,924.74</u>
				TOTAL:	45,459.94
UDOFOT ENTERPRISES, INC	2/23/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>440.00</u>
				TOTAL:	440.00
VERIZON WIRELESS	2/23/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	44.99
	2/23/24	MONTHLY WIRELESS SERVICE	WATER	ADMIN OFFICE SUPPLIES	19.24
	2/23/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	39.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/23/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	19.24
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	103.79
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	44.99
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	39.99
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	38.47
	2/23/24	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	<u>44.99</u>
				TOTAL:	715.61
VETERINARY MEDICAL CTR PA	2/23/24	K9 FOOD	GENERAL FUND	POLICE ADMINISTRATION	<u>234.29</u>
				TOTAL:	234.29
VINOPIA INC	2/23/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,499.51
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	384.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>37.50</u>
				TOTAL:	2,921.01
WESTMOR INDUSTRIES LLC	2/23/24	FUEL PUMPS	AIRPORT	O-GEN MISC	<u>861.00</u>
				TOTAL:	861.00
WINE MERCHANTS	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	504.00
	2/23/24	WINE	LIQUOR	NON-DEPARTMENTAL	136.00
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	7.92
	2/23/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>1.98</u>
				TOTAL:	649.90
WOODS, FULLER, SHULTZ & SMITH P.C.	2/23/24	LARSON CRANE MATTER	GENERAL FUND	CITY ATTORNEY	<u>1,152.00</u>
				TOTAL:	1,152.00
WORTHINGTON BUILDING MATERIALS INC	2/23/24	CHAUTAQUA PARK	GENERAL FUND	LAKE IMPROVEMENT	56.50
	2/23/24	CHAUTAQUA TABLES	RECREATION	PARK AREAS	129.15
	2/23/24	BOARDS	RECREATION	PARK AREAS	19.70
	2/23/24	BOARDS TABLE	RECREATION	PARK AREAS	<u>9.85</u>
				TOTAL:	215.20
YMCA	2/23/24	2024 CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	<u>5,375.00</u>
				TOTAL:	5,375.00

VENDOR SORT KEY                      DATE    DESCRIPTION                      FUND                      DEPARTMENT                      AMOUNT

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===== FUND TOTALS =====
101 GENERAL FUND                      158,715.91
202 MEMORIAL AUDITORIUM                3,596.99
229 RECREATION                         22,929.10
231 ECONOMIC DEV AUTHORITY              148.88
431 AQUATIC CENTER FACILITY             17,410.71
601 WATER                               3,074.55
602 MUNICIPAL WASTEWATER               16,810.10
604 ELECTRIC                            98,249.90
605 INDUSTRIAL WASTEWATER              79,753.31
606 STORM WATER MANAGEMENT            9,575.68
609 LIQUOR                              105,292.91
612 AIRPORT                             4,731.63
702 DATA PROCESSING                    22,551.85
703 SAFETY PROMO/LOSS CTRL              1,705.51
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                                         GRAND TOTAL:                      544,547.03
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