

**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 8th 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

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 APPROVED

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

A motion was made by Council Member Kolpin, seconded by Council Member Cummings and unanimously carried to approve the recommendations for Committee appointments/reappointments.

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
Residential				
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	1.0	dwelling unit, except that at the sole discretion of the Planning Commission it may be reduced to	1.0	if over 20,000 sq. ft.

years of age or older		0.5 spaces per dwelling unit		
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		
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	1.0 2.0	5,001 - 50,000 sq. ft. if over 50,000 sq. ft.
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		
Funeral Home	1.0	4 seats	1.0	5,001 - 100,000 sq. ft.
Office, Bank or Public Administration	1.0	300 sq. ft. floor area	2.0	if over 100,000 sq. ft.
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