

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING**

**AGENDA**

**5:30 P.M. - Monday, October 23, 2023**  
**City Hall Council Chambers**

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. INTRODUCTIONS AND OPENING REMARKS**
- C. AGENDA ADDITIONS/CHANGES AND CLOSURE**
  - 1. Additions/Changes
  - 2. Closure
- D. PUBLIC HEARING - HEARING ON CHERRYWOOD STORM SEWER IMPROVEMENT ASSESSMENT - ENGINEERING CASE ITEM 1 (BLUE)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. PUBLIC HEARING ON RESIDENTIAL PROPERTY TAX ABATEMENT - COMMUNITY DEVELOPMENT CASE ITEM 1 (GRAY)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- F. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. Special City Council Meeting Minutes of October 11, 2023
    - b. Regular City Council Meeting Minutes of October 9, 2023
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. Water & Light Commission Meeting Minutes of October 16, 2023

3. FINANCIAL STATEMENTS (LAVENDER)

- a. General Fund Statement of Revenue and Expenditures for the Period of January 1, 2023 through September 30, 2023
- b. Municipal Liquor Store Income Statement for the Period of January 1, 2023 through September 30, 2023
- c. Olson Park Statement of Revenue and Expenditures - Budget and Actual for the Period of January 1, 2023 - September 30, 2023
- d. Fieldhouse Statement of Revenue and Expenditures - Budget and Actual for the Period of January 1, 2023 - September 30, 2023

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

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

Case Item(s)

1. Resolution Accepting a Donation of Funds
2. Professional Services Agreement - National Insurance Services
3. Market and Wage Compensation Survey

**H. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)**

Case Item(s)

1. Resolution Authorizing Execution of Toward Zero Deaths Grant Agreement

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

Case Item(s)

2. Petition Received for Sewer Main Installation for Haack Acre Development
3. Petition Received for Sewer Main Installation of Segment of East Ninth Avenue
4. Order Feasibility Report on Third and Fourth Avenue Reconstruction

Improvement

5. Request to Vacate Public Right-of-Way

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

Case Item(s)

2. Workforce Housing Application - Celina Quijano (2228 Eleanor Street)

**K. 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

**L. CITY ADMINISTRATOR REPORT**

**M. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING, OCTOBER 11, 2023**

The meeting was called to order at 4:00 p.m. in City Hall Council Chambers by Mayor Rick Von Holdt with the following members present: Larry Janssen; Chris Kielblock; Chad Cummings; Amy Ernst; Alaina Kolpin.

Staff present: Steve Robinson, City Administrator; Matt Selof, Community Development Director; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Ryan McGaughey, Radio Works.

**COMPREHENSIVE PLAN UPDATE**

Matt Selof presented a draft of a small part of the Comprehensive Plan which has been named "Our Worthington 2045". He highlighted parts of the Phase 1 Engagement Summary and went over how the project team worked to engage residents at pop-up events, community festivities and the public meeting. There was also an on-line survey used.

Mr. Selof read the current vision statement and also the new proposed statement. He showed examples of mission statements from other cities as well.

Council discussed the proposed statement and determined they would prefer to remove the third and fourth sentences.

Mr. Selof presented the Goals and Objectives draft, which includes five themes; livable, connected active, welcoming and economically vibrant.

The first section discussed was "Livable." It was suggested to re-word the third sentence taking out "utilities connections" and adding "infrastructure." In the last sentence remove "a living wage" and add "competitive wage" as a better option.

The second theme was "Connected." Suggestions were made to add "technology" as another option of staying connected and re-working the paragraph.

The next theme was "Active." Council suggested re-wording the first two sentences, not being so specific in using the term "team sports" and the word "pavilion. They would like to add the term "recreational activities" and adding the word "park" somewhere in the paragraph.

"Welcoming" was the next theme. The only change to the statement was to re-word the first sentence.

The final theme was "Economically Vibrant." It was suggested to remove the phrase "primary and secondary" in the second sentence and add "range of" in its place and also change the phrase

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Special Meeting, October 11, 2023  
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“prosperous working lives” to “prosperous lives.”

Mr. Selof asked Council to let him know if there were any other comments.

He said the next section to be done is “Land Use”.

### **ADJOURNMENT**

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 5:02 p.m.

Mindy L. Eggers, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING  
OCTOBER 9, 2023**

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, Chris Kielblock, Alaina Kolpin, Amy Ernst, Larry Janssen.

Staff present: Steve Robinson, City Administrator; Hyunmyeong Goo, Assistant City Engineer; Steve Schnieder, City Engineer; Deb Olsen, Finance Director; Todd Wietzema, Public Works Director; Matt Selof, Community Development Director; Pat Shorter, Fire Chief; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Ryan McGaughey, Radio Works; Rebecca Kurtz, Ehlers, Inc.; Joel Jenkins, Lyle Voss, Jim Laffrenzen, Representative Marge Fogelman, Mike Vosburgh, Jim Henderson. Andy Johnson, Pat Janicek, Nancy Hoftsee, Ken Neiland, Marilyn Nielnad, Tom Nauman.

The Pledge of Allegiance was recited.

**HELD PUBLIC HEARING ON PROPOSED ASSESSMENTS AND ADOPTED  
RESOLUTION NO.S 2023-10-41, 2023-10-42, 2023-10-43, 2023-10-44**

Pursuant to published notice, this was the time and date set for a public hearing on proposed assessments.

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

Hyunmyeong Goo, Assistant City Engineer presented information on the proposed assessments. He noted the proposed assessment rolls were included in the September 11, 2023 Engineering Memo.

The recommended terms for the proposed assessments are listed below.

**2023 MISCELLANEOUS UNPAID CHARGES**

- > Removal of Ice and Snow
- > Removal of Noxious Weed and Vegetation
- 5.5%1; 1 year

**PAVING IMPROVEMENT NO. 119**

- > 2022 BITUMINOUS PAVEMENT IMPROVEMENTS
- 5.5%2; 15 years

**PAVING IMPROVEMENT NO. 116**

> CHERRYWOOD LANE - the entire length  
5.5%<sup>2</sup>; 15 years

STORM SEWER IMPROVEMENT NO. 32  
> CHERRYWOOD ADDITION  
5.5%<sup>2</sup>; 15 years

PAVING IMPROVEMENT NO. 118  
> HOMEWOOD HILLS  
5.5%<sup>2</sup>; 15 years

<sup>1</sup>Based on recommended policy for a minimum rate of 4% or current rate for improvement assessments, whichever is greater.

<sup>2</sup> Based on interest rate on PIR bonds.

Mayor Von Holdt asked if there was any testimony.

Joel Jenkins, said he is representing Haack Acres, LLC., he was under the impression that the assessments and interest had already been deferred back in August, 2020. Council Member Ernst said the principal is deferred but interest is accrued and paid. Council Member Cummings agreed that is past practice. Mr. Jenkins said he knew of two occasions that interest was also deferred. Staff will look back to see if that was the case.

Jim Laffrenzen said he was there on behalf of Randy and Terri Janssen. They would like to know when the ADA compliant sidewalk crossing would be put in. Staff stated that it's too late for this year but would be done in the spring of 2024.

Andy Johnson also addressed Council about Cherrywood Lane. He explained that he has a terrible time getting out of his driveway in the winter considering the design of the culdesac. He also said he sees no difference in the stormwater drainage but has been told it is designed the way it should be. Todd Wietzema stated that his department is looking into what can be done differently for the snow removal in that area to make it better.

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

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

RESOLUTION NO. 2023-10-41

A RESOLUTION ADOPTING THE SPECIAL ASSESSMENT FOR 2023 MISCELLANEOUS

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2023-10-42

A RESOLUTION ADOPTING THE SPECIAL ASSESSMENT FOR PAVING IMPROVEMENT  
NO. 119

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2023-10-43

A RESOLUTION ADOPTING THE SPECIAL ASSESSMENT FOR PAVING IMPROVEMENT  
NO. 116

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2023-10-44

A RESOLUTION ADOPTING THE SPECIAL ASSESSMENT FOR PAVING IMPROVEMENT  
NO. 118

(Refer to Resolution File for complete copy of Resolution)

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

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

**CONSENT AGENDA**

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



- Regular City Council Meeting Minutes of September 25, 2023
- Planning Commission Meeting Minutes of October 3, 2023
- Water & Light Commission Meeting Minutes of October 2, 2023
- Planning Commission Meeting Minutes of September 5, 2023
- LEC Joint Powers Meeting Minutes of September 16, 2023
- Housing & Redevelopment Authority Board Meeting Minutes of September 11, 2023
- Housing & Redevelopment Authority Board Meeting Minutes of August 30, 2023
- Application to Conduct Off-Site Gambling - Currie Town & Country Boosters, Inc. for January 8, 2023; January 15, 2024, January 22, 2024, January 29, 2024, February 5, 2024, February 12, 2024, February 26, 2024, March 3, 2024
- Bills Payable Totaling \$3,234,873.65

**RESOLUTION NO. 2023-10-45 CALLING FOR PUBLIC HEARING AND PROVIDING FOR THE SALE OF GENERAL OBLIGATION SALES TAX REVENUE BONDS, SERIES 2023A; AND PROVIDING FOR THE SALE OF GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2023B**

Steve Robinson, City Administrator, stated the City of Worthington will be issuing two General Obligation Bonds to reimburse the City for certain expenditures from the proceeds of the bonds. He explained the Sales Tax Bonds are for financing various sales tax projects in the estimated amount of \$5,140,000, and the Improvement Bonds are for financing street improvements in the estimated amount of \$4,090,000.

Rebecca Kurtz, Ehlers and Associates, was in attendance and explained the proposed bonds are being issued for a term of 11 years. Principal on the bonds will be due on February 1 in the years 2025 through 2035. Interest is payable every six months beginning August 1, 2024. The bonds will be subject to prepayment at the discretion of the City on February 1, 2033 or any date after. The City's most recent bond issues were rated by Standard & Poor's and are currently rated at AA-. Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates. Results will be considered at the November 13<sup>th</sup> Council meeting.

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

RESOLUTION NO. 2023-10-45

RESOLUTION CALLING A PUBLIC HEARING AND PROVIDING FOR THE SALE OF GENERAL OBLIGATION SALES TAX REVENUE BONDS, SERIES 2023A; AND PROVIDING

FOR THE SALE OF GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2023B

(Refer to Resolution File for complete copy of Resolution)

**APPOINTMENT OF WORTHINGTON FIRE DEPARTMENT FIRE CHIEF**

Mr. Robinson said the City's Personnel Policy for Firefighters and Standard Operating Guidelines for the Worthington Fire Department note that City Council shall appoint a person fully qualified to serve as the Fire Chief, taking into account the recommendation of the Fire Department personnel.

Members of the fire department met on September 26, 2023 and have forwarded the recommendation to appoint Pat Shorter as the Fire Chief. Mr. Shorter has served on the department for more than 20 years.

The Chief will have general supervision of the department at all times and have control over all apparatus, equipment and supplies and command over all persons who are employees of the department. The Chief reports to the City Administrator.

Pat Shorter thanked Council. He said that Jeff Flynn is helping in updating the Personnel Policy for the Fire Department.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to appoint Pat Shorter to serve as the Fire Chief.

**APPROVED WASTEWATER TREATMENT AGREEMENTS WITH TRU SHINE TRUCK WASH AND D & H TRANSPORTATION SERVICES**

Mr. Robinson said the proposed new wastewater treatment agreements will replace the agreements that have been in place since April 2012 for Tru Shine Truck Wash and D & H Transportation Services clarify cost responsibilities for sampling and metering equipment and also clarifies the City's right to recover any fines or penalties that the City might incur due to any illicit discharges attributable to noncompliance with the terms of the agreements and address agreement renewal conditions going forward. Based on historic performance, the Tru Shine agreement contains an increase in their CBOD5 30-day average and maximum daily limits and the D&H agreement contains a decrease in their CBOD5 30-day average limit. Tru Shine and D&H have agreed to the terms of the proposed new agreements.

Mr. Robinson noted Worthington Public Utilities staff worked with Bolton & Menk to structure the new agreements.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the agreements with Tru Shine and D&H as presented.

**APPROVED STREET CLOSURE FOR HALLOWEEN**

Mr. Robinson said every Halloween, large numbers of children and adults participate in festivities on Smith Avenue. For the safety of the public, the Worthington Police Department recommends a temporary closure of Smith Avenue and a portion of Clary Street.

Previously approved Halloween street closures have occurred successfully without issue. WPD will have officers and a stand in the area to provide safety items to the children.

Council Member Cummings asked if this is something that should be reconsidered since it essentially burdens the homeowners on that street. He suggested sending a letter to the homeowners about the street closure to get their feedback before next year.

A motion was made by Council Member Kielblock, seconded by Council Member Kolpin and unanimously carried to approve the Smith Avenue/Clary Street closure for Halloween.

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

A Nominating Committee Meeting was held on September 28, 2023 and are making the following recommendations for committee appointments/reappointments:

Memorial Auditorium	Re-appoint Beth Habicht to a second three-year term, term to expire July 31, 2026
Cross Cultural Advisory Committee	Appoint Josee Marroquin to serve during the school year from September 1, 2023 to August 31, 2024 as the student rep
Charter Commission	Appoint Matt Kennedy to replace Marty Rickers, who passed away, term to expire March 31, 2027
	Appoint Andy Johnson to replace Elwin Aggen, who moved from the community, term to expire March 31, 2027
	Re-appoint Zuby Jansen to a second four year term, term to expire March 31, 2027
	Re-appoint Melissa Elsing to a second four year term, term to expire March 31, 2027
	Re-appoint Glenn Thuringer to a second four

year term, term to expire March 31, 2027

Re-appoint Jay Vargas to a second four year term, term to expire March 31, 2027

Re-appoint Lon Lien to a second four year term, term to expire March 31, 2027

Water & Light Commission

Appoint Mike Fury to replace Randy Thompson, who resigned, term to expire March 31, 2026

Housing & Redevelopment Authority

Appoint Salvadore Adame to fill the unexpired term of Marty Rickers, who passed away, term to expire October 31, 2023

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the Nominating Committee Appointments/Reappointments as presented.

#### **BUDGET AMENDMENT - DISPATCH POSITION APPROVED**

Mr. Robinson said the Police Department has budgeted for a sixth dispatcher for 2024. There have been five dispatch hiring processes in the past year and twice there was not a qualified candidate that could pass the background check. Recently, a qualified candidate has reached out to us and is available to participate in a hiring process to potentially fill the position before the end of 2023. Because of recent dispatch staff shortages, funding is available to cover the added expense of the position for the remainder of 2023. Considering the recent hiring difficulties, staff recommends moving forward with a hiring process as soon as possible to avoid missing out on hiring a qualified candidate.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the budget amendment.

#### **CENTER FOR ACTIVE LIVING BID RECOMMENDATION REJECTED**

Todd Wietzema, Public Works Director, said bids for the CAL improvement project were opened on September 7, 2023. There was only one bid submitted, from Tri-State General Contracting, in the amount of \$376,923.00 for the base bid and an additional \$65,233.00 for meeting room additions. Short Elliot Hendrickson, Inc., the architects on the project, estimated the probable base bid to be at \$258,850.00. The one bid received was approximately 40% over our estimated cost.

Since its an insurance claim, staff, along with adjusters from the League of Minnesota Cities, reviewed the bids and feel that the best course of action is to reject the bid from Tri-State and move

forward with rebidding the project. Staff is hopeful that making some changes in the bid process will help attract additional bidders and produce better results. A recommendation from the architect and bid tabulation were included.

The motion was made by Council Member Ernst, seconded by Council Member Kolpin and approved to reject the bid and move forward with rebidding the project. Those voting in favor of the motion were: Kolpin, Cummings, Ernst and Kielblock. Those voting against the same motion: Jansen.

### **VARIANCE APPEAL - 1260 27<sup>th</sup> STREET DENIED**

Matt Selof, Community Development Director, said on October 3, 2023, the Planning Commission, serving as the Board of Zoning Appeals, considered a variance application submitted by JB Brooke Properties for property located at 1260 27th Street. The applicant sought approval of a variance to allow for a staircase & landing to extend 3 feet 8 inches into the required 10-foot side setback. After a public hearing and discussion, the Board of Zoning Appeals unanimously denied the request. The denial was based primarily on their belief that the property was not unique based on the State's three-factor test for practical difficulties. The Board determined that the request was a result of the applicant's preferences and there is no practical difficulty in complying with the side setback requirement.

Their decision was based on the following considerations:

1. The subject property is currently zoned 'B-3' General Business District. As such, it subject to a 10-foot side setback as specified by City Code Chapter 155 Appendix A, Table 1.

This required setback applies any structure located with the 'B-3' General Business District. A structure is defined in Section 155.010 as "Any building; or any piece of work artificially built up or composed of parts joined together in some definite manner, the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground."

2. The applicant is seeking a variance which would allow for a set of stairs and landing to encroach 3 feet, 8 inches into the 10-foot setback. These stairs serve as an emergency exit from the building.

Worthington's City Code does not allow for any variable setbacks in any commercial or industrial zoning districts. In residential districts certain features (including stairs and landing) may project into the required side yard setback from an interior lot line "a distance not to exceed one-fifth (1/5) of the required least width of such yard, but not exceeding three feet in any case..."

3. Pursuant to Minnesota Statute § 462.357 subd. 6, the applicant must satisfy the

three-factor test for practical difficulties and the requested variance must be in harmony with the general purposes and intent of the Ordinance. The terms of the variance must also be consistent with the Comprehensive Plan. The three-factor test is as follows:

1. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.

The applicant initially installed the stairs on the east side of the building at the request of a safety inspector for the building's tenant. With the upcoming expansion of the building, the applicant is seeking to retain an emergency exit door on the east side and with the height of the interior area, there must be exterior stairs to safely get out. Staff finds this to be a reasonable use of the property.

2. The plight of the landowner is due to circumstances unique to the property not created by the landowner.

This factor, generally referred to as the 'uniqueness' factor focuses on whether the request for a variance stems from conditions specific to the property or whether the request stems from the applicant's own preference or desires.

The property in question is regularly shaped and does not contain any wetlands or other similar natural features that require protection. The applicant does have the option to move the emergency door to the south side of the building as well (though is concerned about interfering with truck movements).

Staff finds that the plight of the landowner is not due to circumstances unique to the property.

3. The variance, if granted, will not alter the essential character of the locality.

The stairs/landing the applicant is seeking to have on the east side of the building will not alter the character of the area. The stairs are relatively small and will not have the same effect as they would if the building were allowed to encroach into the setback.

4. The requested variance must also be in harmony with the general purpose and intent of the ordinance and be consistent with the Comprehensive Plan.

The intent of the ordinance is to provide space between structures for a variety of reasons including aesthetics and fire safety. Staff believes the requested variance would be in harmony with the general purpose and intent if it were limited to only structures such as stairs, landings etc. (no buildings). The City's 2004 Comprehensive Plan does not speak specifically to setbacks and identifies the subject property as future highway commercial.

Mr. Selof said staff recommends the Board deny the request based on the second factor of the Statutory three-factor test for practical difficulties.

Mr. Selof said Council action is requested on the appeal and noted note that Title XV, Section

155.219 Paragraph (B)(5) of the City Code requires a four-fifths (4/5) vote to alter or rescind the Board of Zoning Appeals decision. State Statute requires that a reason or reasons be given for granting the variance.

Pat Janicek addressed Council concerning the request. He explained the staircase is for emergency use only. The variance would not effect the neighboring properties line of sight and does not interfere with the building fire code requirements or drainage issues. He said placing the stairs on the side of the building with the docks would interfere with snow removal and truck access to the docks. He said he also met with the neighboring business and they have no concerns over or regarding the placement of the steps.

Council held discussion and felt that there were other applicable options for the emergency exit and did not feel based on the second factor of the Statutory three-factor test for practical difficulties there was basis to approve the request.

A motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to deny the variance appeal request for 1260 27<sup>th</sup> Street.

### **COUNCIL COMMITTEE REPORTS**

Mayor Von Holdt - Attended a Mayor's meeting in Marshall and also attended the Oromo Community celebration.

Council Member Janssen - No report.

Council Member Ernst - Attended a Compensation Committee meeting and looked over new Health Insurance options for the City.

Council Member Kielblock - Attended the Compensation Committee meeting and also the Planning Commission meeting.

Council Member Kolpin - Reminded Council of the Nobles County Childcare Town Hall meeting on Wednesday evening.

Council Member Cummings - Attended a Senate Housing and Homeless Prevention meeting.

### **CITY ADMINISTRATOR REPORT**

Mr. Robinson said Scott McMann with the Housing & Homeless Prevention Committee called him today. He was very complimentary of the event and they are working to address the prevailing wage issue in our area. He will be attending a LMC meeting in Windom on Tuesday afternoon. Reminded Council of the Special City Council meeting on Wednesday. Will take part in the Housing &

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Redevelopment Authority Director Interviews on Thursday.

**ADJOURNMENT**

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 7:02 p.m.

Mindy L. Eggers, MCMC  
City Clerk



UNAPPROVED

# **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING OCTOBER 16, 2023**

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

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

Others present Bruce Heitkamp, Board Chair of the 59 Corridor CEO program.

## **AGENDA ADDITIONS/CLOSURE**

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

## **CONSENT AGENDA APPROVED**

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

- Water and Light Commission minutes of the regular meeting held on October 2, 2023
- Staff reports for September 2023
- Utility bills payable totaling \$1,080,772.17 for October 6 and October 13, 2023.

## **WELCOME MIKE FURY**

The Commission welcomed Mike Fury to the Water and Light Commission. Mr. Fury was appointed by the City Council to fill Commissioner Thompson's unexpired term.

## **FINANCIAL STATEMENTS AND SALES REPORTS**

A motion was made by Commissioner Hayenga, seconded by Commissioner Nixon, and unanimously carried to accept the financial statements and sales reports for September 2023.

## **59 CORRIDOR CEO FUNDING REQUEST**

Bruce Heitkamp, Board Chair of the 59 Corridor CEO (Creating Entrepreneurial Opportunities) program, was present at the meeting to provide additional information and answer questions. Mr. Heitkamp asked that the Commission consider being an investor in the program at \$1,000 per year with a three-year commitment.

Following discussion, a motion was made by Commissioner Ernst, seconded by Commissioner Hayenga, and unanimously carried to fund the 59 Corridor CEO programs at \$1,000 per year for three years and to evaluate future participation at the end of that period.

### **PFAS SETTLEMENT DISCUSSION**

Worthington has been included as a party in class action settlements with 3M and DuPont relating to PFAS contamination of drinking water supply sources because of our status as a public water supplier that serves more than 3,300 people. Based on the information that we have, it does not appear that we currently have any PFAS contamination issues with our water sources or that we would be eligible to receive any funds from the final settlements with 3M and DuPont.

Staff and the Commission discussed the options of staying a member of the class action or opting out of the class. The Commission directed General Manager Hain to have the city attorney review before making any decisions. Opt-out dates are December 4, 2023, for DuPont and December 11, 2023 for 3M.

### **WELL LEVEL UPDATE**

Scott Hain, General Manager, provided the Commission with an update on the current status of the Lake Bella wells.

### **MRES AREA MEETING**

Missouri River Energy Services Area Meeting is scheduled for Thursday, November 2 at 9:00 a.m. at the MRES office in Sioux Falls. Commissioner Weg and Commissioner Fury indicated their intention to attend.

### **COMMISSION COMMITTEE REPORTS**

Commissioner Ernst: no report

Commissioner Fury: no report

Commissioner Nixon: no report

Commissioner Hayenga: Reported she attended the Compensation Committee meeting on Wednesday, October 4, 2023.

Commissioner Weg: no report

### **GENERAL MANAGER REPORT**

The General Manager had nothing additional to report.

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**ADJOURNMENT**

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

Kristy Taylor

Secretary to the Commission

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 1

GENERAL FUND  
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023				2022 Actual
	12 Months Budget	9 Months Budget	Actual	Variance Favorable (Unfavorable)	
REVENUES					
Taxes	\$ 2,928,413	\$ 2,196,310	\$ 1,573,317	\$ (622,993) *	\$ 1,491,377
Licenses and permits	215,975	161,981	223,226	61,245	148,835
Intergovernmental revenue	4,026,188	3,019,641	2,319,406	(700,235) *	2,821,067
Charges for services	298,647	223,986	281,370	57,384	216,175
Fines and forfeits	45,000	33,750	32,684	(1,066)	29,259
Miscellaneous revenue	115,851	86,889	164,038	77,149	91,757
TOTAL REVENUES	\$ 7,630,074	\$ 5,722,557	\$ 4,594,041	\$ (1,128,516)	\$ 4,798,470
OTHER SOURCES					
Sale of fixed assets	-	-	25,401	25,401	10,581
Operating transfer-in	1,459,533	1,094,650	1,092,285	(2,365)	1,036,081
TOTAL REVENUES AND OTHER SOURCES	\$ 9,089,607	\$ 6,817,207	\$ 5,711,727	\$ (1,105,480)	\$ 5,845,132
EXPENDITURES					
General government	\$ 2,624,883	\$ 2,311,379	\$ 2,175,223	\$ 136,156	\$ 1,684,946
Public safety	5,109,528	4,040,211	3,591,208	449,003	3,554,747
Public works	1,313,589	899,686	1,183,166	(283,480)	718,542
Culture and recreation	115,255	93,124	103,054	(9,930)	126,962
Conservation and development	222,379	166,508	138,774	27,734	169,883
TOTAL EXPENDITURES	\$ 9,385,634	\$ 7,510,908	\$ 7,191,425	\$ 319,483	\$ 6,255,080
OTHER USES					
Operating transfer-out	46,792	35,624	142,140	(106,516)	35,145
TOTAL EXPENDITURES AND OTHER USES	\$ 9,432,426	\$ 7,546,532	\$ 7,333,565	\$ 212,967	\$ 6,290,225
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	\$ (342,819)	\$ (729,325)	\$ (1,621,838)	\$ (892,513)	\$ (445,093)

## Notes:

2023 actual versus 2022 actual variance explanations:

Licenses and permits revenue difference due to building permits received in 2023 versus 2022.

Intergovernmental revenue difference due to timing of receipt of American Rescue Plan Funds in 2023 versus 2022.

General government expenditures difference due to capital purchases (Butcher land, mobile stage).

Public works expenditures difference due to capital purchases and personnel costs.

\* The tax payments are received in June and December for approximately half of the current year levy. The LGA (intergovernmental revenue), is usually received in July and December with \$1,788,480 received each time.

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023			
	9 Months Budget	Actual	Variance Favorable (Unfavorable)	2022 Actual
<b>Taxes</b>				
Property taxes <sup>1</sup>	\$ 2,081,935	\$ 1,447,497	\$ (634,438)	\$ 1,369,496
Lodging taxes	112,500	123,946	11,446	120,126
Gambling taxes	1,875	1,874	(1)	1,755
<b>Total taxes</b>	<b>\$ 2,196,310</b>	<b>\$ 1,573,317</b>	<b>\$ (622,993)</b>	<b>\$ 1,491,377</b>
<b>Licenses and permits</b>				
Alcoholic beverage license	\$ 26,250	\$ 39,275	\$ 13,025	\$ 41,950
Other business licenses and permits	4,500	8,365	3,865	9,234
Building permits	82,500	136,356	53,856	56,312
Plumbing/mechanical permits	5,250	4,011	(1,239)	4,206
Misc development permits	356	665	309	370
Zoning fees	2,625	1,596	(1,029)	2,329
Gas franchise fees <sup>2</sup>	40,500	32,958	(7,542)	34,434
<b>Total licenses and permits</b>	<b>\$ 161,981</b>	<b>\$ 223,226</b>	<b>\$ 61,245</b>	<b>\$ 148,835</b>
<b>Intergovernmental revenue</b>				
Federal grants				
Police	\$ 30,000	\$ 11,662	\$ (18,338)	\$ -
Other	-	116,760	116,760	736,467
State grants				
Local government aid <sup>1</sup>	2,682,720	1,788,480	(894,240)	1,770,440
Other	92,250	127,480	35,230	50,872
State shared				
Insurance premium tax-fire <sup>3</sup>	45,921	1,000	(44,921)	2,000
Insurance premium tax-police <sup>3</sup>	150,000	241,382	91,382	202,833
County aid				
Highway grants	18,750	32,642	13,892	58,455
Other local grants	-	-	-	-
<b>Total intergovernmental revenue</b>	<b>\$ 3,019,641</b>	<b>\$ 2,319,406</b>	<b>\$ (700,235)</b>	<b>\$ 2,821,067</b>
<b>Charges for services</b>				
General government	\$ 148,933	\$ 157,588	\$ 8,655	\$ 107,486
Public safety	21,900	21,826	(74)	23,560
Highways and streets	11,340	17,422	6,082	12,893
Sanitation	35,625	78,196	42,571	64,135
Recreation	6,188	6,338	150	8,101
<b>Total charges for services</b>	<b>\$ 223,986</b>	<b>\$ 281,370</b>	<b>\$ 57,384</b>	<b>\$ 216,175</b>
<b>Fines and forfeits</b>				
Court fines and forfeitures	\$ 33,750	\$ 32,684	\$ (1,066)	\$ 29,259
<b>Total fines and forfeits</b>	<b>\$ 33,750</b>	<b>\$ 32,684</b>	<b>\$ (1,066)</b>	<b>\$ 29,259</b>

<sup>1</sup>Tax payments are received in June and December for approx. half of the current year levy. In 2023 we received payment in July  
The LGA (intergovernmental) revenue), is usually received in July and December with \$1,788,480 received each time.

<sup>2</sup>Received quarterly

<sup>3</sup>Received in September/October

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023		Variance Favorable (Unfavorable)	2022 Actual
	9 Months Budget	Actual		
Miscellaneous revenue				
Special assessments	\$ -	\$ 25	\$ 25	\$ -
Interest earnings-regular <sup>4</sup>	27,275	45,717	18,442	14,660
Interest earnings-loans <sup>5</sup>	33,431	-	(33,431)	-
Rents	2,783	2,210	(573)	2,710
Other revenues	21,150	72,389	51,239	62,898
Contributions/donations <sup>6</sup>	2,250	43,697	41,447	11,489
Total miscellaneous revenue	\$ 86,889	\$ 164,038	\$ 77,149	\$ 91,757
Total revenue	\$ 5,722,557	\$ 4,594,041	\$ (1,128,516)	\$ 4,798,470
Other sources				
Sale of fixed assets	\$ -	\$ 25,401	\$ 25,401	\$ 10,581
Operating transfer-in				
Electric Fund	550,900	548,532	(2,368)	642,331
Liquor Fund	206,250	206,253	3	206,253
Other*	337,500	337,500	-	187,497
Total other sources	\$ 1,094,650	\$ 1,117,686	\$ 23,036	\$ 1,046,662
Total revenue and other sources	\$ 6,817,207	\$ 5,711,727	\$ (1,105,480)	\$ 5,845,132

<sup>4</sup>First six months share recorded in July and last six months recorded in December<sup>5</sup>Majority of loan interest recorded in December<sup>6</sup>Includes donation from Early Risers Kiwanis for all inclusive dock.

\*Operating Transfer-in-Other includes transfers for Insurance Funds-\$450,000.

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023			2022 Actual
	9 Months Budget	Actual	Variance Favorable (Unfavorable)	
General government				
Mayor and council				
Personnel services	\$ 66,143	\$ 63,436	\$ 2,707	\$ 47,200
Supplies	150	117	33	-
Other services and charges	9,724	6,429	3,295	21,930
Total mayor and council	\$ 76,017	\$ 69,982	\$ 6,035	\$ 69,130
Administration				
Personnel services	\$ 214,570	\$ 216,485	\$ (1,915)	\$ 144,351
Supplies	750	1,071	(321)	117
Other services and charges	66,413	23,772	42,641	3,968
Total administration	\$ 281,733	\$ 241,328	\$ 40,405	\$ 148,436
Clerk's office and elections				
Personnel services	\$ 148,049	\$ 145,333	\$ 2,716	\$ 149,890
Supplies	3,075	2,010	1,065	1,969
Other services and charges	18,956	14,534	4,422	17,811
Capital outlay	-	985	(985)	-
Total clerk's office and elections	\$ 170,080	\$ 162,862	\$ 7,218	\$ 169,670
Finance				
Personnel services	\$ 140,424	\$ 137,093	\$ 3,331	\$ 122,302
Supplies	1,350	477	873	694
Other services and charges	108,137	101,274	6,863	98,590
Total finance	\$ 249,911	\$ 238,844	\$ 11,067	\$ 221,586
Legal				
Other services and charges	\$ 26,250	\$ 18,957	\$ 7,293	\$ 26,166
Total legal	\$ 26,250	\$ 18,957	\$ 7,293	\$ 26,166
Engineering				
Personnel services	\$ 219,671	\$ 216,929	\$ 2,742	\$ 279,314
Supplies	11,393	2,330	9,063	38,375
Other services and charges <sup>7</sup>	131,700	82,936	48,764	76,915
Capital outlay	7,500	-	7,500	(12,270)
Total engineering	\$ 370,264	\$ 302,195	\$ 68,069	\$ 382,334
Community & economic development				
Personnel services <sup>8</sup>	\$ 267,626	\$ 245,074	\$ 22,552	\$ 164,003
Supplies	4,875	2,392	2,483	5,556
Other services and charges <sup>9</sup>	267,417	95,765	171,652	60,741
Capital outlay	18,750	37,545	(18,795)	-
Total community & economic development	\$ 558,668	\$ 380,776	\$ 177,892	\$ 230,300

<sup>7</sup>Variance due to unspent funds for professional engineering services and GIS.<sup>8</sup>Variance due to timing of housing inspector hire.<sup>9</sup>Variance due to expenditure for Worthington Rediscovered not made yet in 2023.

(Continued)



## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023		Variance Favorable (Unfavorable)	2022 Actual
	9 Months Budget	Actual		
General government buildings				
Personnel services	\$ -	\$ 1,166	\$ (1,166)	\$ 1,001
Supplies	2,475	2,857	(382)	1,976
Other services and charges <sup>10</sup>	59,325	89,308	(29,983)	61,955
Capital outlay	-	-	-	23,100
Total general government buildings	\$ 61,800	\$ 93,331	\$ (31,531)	\$ 88,032
Other general government				
Personnel services	\$ -	\$ -	\$ -	\$ 2,089
Supplies	-	642	-	109
Other services and charges	82,556	116,350	(33,794)	85,480
Capital outlay <sup>11</sup>	434,100	549,956	(115,856)	261,614
Total other general government	\$ 516,656	\$ 666,948	\$ (149,650)	\$ 349,292
Total general government	\$ 2,311,379	\$ 2,175,223	\$ 136,798	\$ 1,684,946
Public safety				
Police department				
Personnel services <sup>12</sup>	\$ 2,700,877	\$ 2,510,127	\$ 190,750	\$ 2,306,983
Supplies	112,425	78,573	33,852	89,856
Other services and charges <sup>13</sup>	716,587	583,863	132,724	649,390
Capital outlay <sup>14</sup>	85,125	92,638	(7,513)	244,164
Total police department	\$ 3,615,014	\$ 3,265,201	\$ 349,813	\$ 3,290,393
Fire department				
Personnel services	\$ 142,817	\$ 87,725	\$ 55,092	\$ 75,040
Supplies	19,275	4,652	14,623	17,154
Other services and charges	82,050	81,666	384	57,804
Capital outlay	30,000	53,051	(23,051)	-
Total fire department	\$ 274,142	\$ 227,094	\$ 47,048	\$ 149,998
Civil defense				
Supplies	\$ -	\$ 452	\$ (452)	\$ 98
Other services and charges	975	2	973	212
Capital outlay	-	-	-	11,200
Total civil defense	\$ 975	\$ 454	\$ 521	\$ 11,510

<sup>10</sup>Variance due to expenditures for City Hall HVAC unit.<sup>11</sup>Variance due to timing of capital outlay expenditures compared to 9 month budget allocation.<sup>12</sup>Variance due to scheduling and reduced amount of overtime hours as well as personnel turnover.<sup>13</sup>Variance due to timing of expenditures as well as insurance expenditures less than budgeted.<sup>14</sup>Variance due to timing of capital outlay expenditures compared to 9 month budget allocation.

(Continued)



## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023			2022 Actual
	9 Months Budget	Actual	Variance Favorable (Unfavorable)	
Animal control				
Personnel services	\$ 17,093	\$ 6,836	\$ 10,257	\$ 12,893
Supplies	2,250	394	1,856	1,141
Other services and charges	2,925	1,407	1,518	956
Total animal control	\$ 22,268	\$ 8,637	\$ 13,631	\$ 14,990
Code enforcement				
Personnel services <sup>15</sup>	118,646	84,399	34,247	81,960
Supplies	1,613	2,152	(539)	1,741
Other services and charges	7,553	3,271	4,282	4,155
Total code enforcement	\$ 127,812	\$ 89,822	\$ 37,990	\$ 87,856
Total public safety	\$ 4,040,211	\$ 3,591,208	\$ 449,003	\$ 3,554,747
Public works				
Streets				
Personnel services <sup>16</sup>	\$ 400,080	\$ 472,957	\$ (72,877)	\$ 373,882
Supplies <sup>17</sup>	142,200	154,308	(12,108)	141,976
Other services and charges <sup>18</sup>	129,956	144,246	(14,290)	89,415
Capital outlay <sup>19</sup>	192,992	329,293	(136,301)	48,376
Total streets	\$ 865,228	\$ 1,100,804	\$ (235,576)	\$ 653,649
City wide spring clean-up				
Personnel services	\$ 9,385	\$ 18,518	\$ (9,133)	\$ 15,103
Supplies	1,125	1,170	(45)	990
Other services and charges <sup>20</sup>	42,068	52,674	(10,606)	48,800
Total city wide spring clean-up	\$ 52,578	\$ 72,362	\$ (19,784)	\$ 64,893
Total public works	\$ 917,806	\$ 1,173,166	\$ (255,360)	\$ 718,542

<sup>15</sup>Variance due to allocation of personnel time and late hire.<sup>16</sup>Variance due to allocation of personnel time allocation compared to budget allocation of hours.<sup>17</sup>Variance due to snow removal costs.<sup>18</sup>Variance due to snow removal costs (hired trucks).<sup>19</sup>Variance due to additional inflationary cost of vehicles.<sup>20</sup>Variance due to timing of trash pickup expenditures.

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Nine Months Ended September 30, 2023

	2023		Variance Favorable (Unfavorable)	2022 Actual
	9 Months Budget	Actual		
Culture and recreation				
Center for Active Living				
Supplies	\$ 8,775	\$ 2,625	\$ 6,150	\$ 6,712
Other services and charges	76,283	95,005	(18,722)	114,080
Total Center for Active Living	\$ 85,058	\$ 97,630	\$ (12,572)	\$ 120,792
Public Arts				
Supplies	\$ 675	\$ -	\$ 675	\$ -
Other services and charges	2,891	470	2,421	413
Total Public Arts	\$ 3,566	\$ 470	\$ 3,096	\$ 413
Band				
Other services and charges	\$ 4,500	\$ 4,954	\$ (454)	\$ 5,757
Total Band	\$ 4,500	\$ 4,954	\$ (454)	\$ 5,757
Total culture and recreation	\$ 93,124	\$ 103,054	\$ (9,930)	\$ 126,962
Conservation and development				
Clean water partnership project				
Other services and charges	\$ 11,250	\$ -	\$ 11,250	\$ 31,162
Total clean water partnership project	\$ 11,250	\$ -	\$ 11,250	\$ 31,162
Lake improvement				
Personnel services	\$ 6,946	\$ 4,608	\$ 2,338	\$ 5,749
Supplies	2,325	2,475	(150)	491
Other services and charges	4,354	4,619	(265)	797
Capital outlay <sup>21</sup>	-	41,237	(41,237)	-
Total lake improvement	\$ 13,625	\$ 52,939	\$ (39,314)	\$ 7,037
Economic development & assistance				
Personnel services	\$ 10,717	\$ 17,155	\$ (6,438)	\$ 8,153
Supplies	3,000	299	2,701	177
Other services and charges <sup>22</sup>	127,916	68,381	59,535	103,039
Capital outlay	-	-	-	20,315
Total economic development/assistance	\$ 141,633	\$ 85,835	\$ 55,798	\$ 131,684
Total conservation and development	\$ 166,508	\$ 138,774	\$ 27,734	\$ 169,883
Other uses				
Operating transfer-out				
WRH Fund <sup>23</sup>	\$ 17,812	\$ 124,362	\$ (106,550)	\$ 17,573
Water Fund	8,906	8,889	17	8,786
Municipal Industrial Wastewater	8,906	8,889	17	8,786
Total other uses	\$ 35,624	\$ 142,140	\$ (106,516)	\$ 35,145
Total expenditures and other uses	\$ 7,564,652	\$ 7,323,565	\$ 241,729	\$ 6,290,225

<sup>21</sup>Variance due to purchase of handicap dock (funding from Kiwanis).<sup>22</sup>Variance due to amount of lodging tax collected.<sup>23</sup>Variance due to use of American Rescue Plan Act (ARPA) monies for Cecilee lot buydown.

## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENT  
For the Period 1/1/23 Through 9/30/23  
(Amounts in Dollars)

	Total 2023 Budget	September Actual	September Previous Year	% YTD Actual to Budget	YTD Actual	YTD Previous Year
Sales						
Liquor	2,190,000	166,529	179,218	68.2%	1,494,485	1,532,328
Wine	620,000	43,649	43,211	63.6%	394,177	400,490
Beer	2,430,000	215,059	211,958	76.6%	1,860,780	1,795,938
Mix/nonalcohol	89,000	7,376	8,042	74.8%	66,607	68,488
NSF charges	100	-	-	0.0%	-	79
Net Sales	5,329,100	432,613	442,429	71.6%	3,816,049	3,797,323
Cost of Goods Sold						
Liquor	1,552,500	111,429	132,307	67.5%	1,047,542	1,094,883
Beer	1,841,450	151,761	161,847	77.4%	1,425,347	1,370,329
Wine	486,450	32,302	27,604	60.0%	291,649	285,892
Soft drinks/mix	59,580	4,145	4,843	68.9%	41,028	41,388
Freight	37,000	2,557	2,991	62.7%	23,203	25,903
Total Cost of Goods Sold	3,976,980	302,194	329,592	71.1%	2,828,769	2,818,395
Gross Profit	1,352,120	130,419	112,837	73.0%	987,280	978,928
Operating Expenses						
Personnel services	533,580	52,687	49,850	67.2%	358,571	323,785
Supplies	35,300	3,469	3,714	57.9%	20,426	24,795
Other services & charges	223,658	15,798	16,123	74.5%	166,708	155,877
Interest	13,027	-	-	0.0%	-	-
Depreciation (estimated)	107,000	8,917	8,917	75.0%	80,253	80,253
Total Operating Expenses	912,565	80,871	78,604	68.6%	625,958	584,710
Operating Income (Loss)	439,555	49,548	34,233	82.2%	361,322	394,218
Non-Operating Revenues (Expenses)						
Interest earnings **	4,500	375	375	214.0%	9,632	3,119
Other non-operating	-	-	-	-	-	7
Sale of fixed asset	-	-	-	-	-	-
Loss on fixed asset	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	4,500	375	375	214.0%	9,632	3,126
Net Income (Loss) b/Operating Transfers	444,055	49,923	34,608	83.5%	370,954	397,344
Operating Transfers-In	-	-	-	-	-	-
Operating Transfers-Out	(275,000)	(22,917)	(22,917)	75.0%	(206,253)	(206,253)
Net Income (Loss)	169,055	27,006	11,691	N/A	164,701	191,091

\*\* Includes 6/30/2023 actual plus three months budget

## CITY OF WORTHINGTON, MINNESOTA

OLSON PARK CAMPGROUND  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/23 Through 9/30/23  
(Amounts in Dollars)

	Total Current Year Budget	September Actual	YTD	
			Actual	Previous Year
Revenues				
Park fees-daily taxable	90,000	6,461	89,058	95,755
Park fees-other (fire wood, pop & ice)	1,500	530	3,126	2,124
Total Revenues	91,500	6,991	92,184	97,879
Expenditures				
Personnel services				
Full-time employees	4,795	-	710	1,045
Part-time employees	18,123	3,915	17,059	17,599
PERA contributions	1,081	-	53	59
FICA/medicare	1,753	212	1,269	1,309
Misc. employer paid insurance	1,283	-	197	235
Workmen's comp.-ins. premium	895	280	841	559
Supplies				
Misc. office supplies	600	-	56	-
Cleaning supplies	2,500	364	2,787	3,520
Misc. operating supplies	1,500	767	4,250	1,409
Building repair supplies	5,000	-	6,032	2,445
Misc. repair & maint supplies	3,500	-	643	492
Concessions	500	-	155	177
Other services and charges				
Misc. professional services	5,000	1,100	5,997	5,387
Telephone	650	45	475	488
Misc advertising	3,000	-	-	3,000
General liability insurance	2,100	-	1,334	1,375
Property insurance	3,500	-	1,162	1,985
Electric utilities	7,000	1,251	9,028	8,835
Water utilities	850	120	894	725
Gas utilities	2,500	106	1,722	1,755
Refuse disposal	3,000	479	2,809	1,898
Sewer utilities	700	135	983	676
Buildings-repair & maintenance	1,000	-	-	65
Improv other than bldg-repair & mai	1,000	-	4,644	-
Machinery/equipment-repair/mainte	-	-	-	-
Misc rentals	-	-	210	-
Cash short and over	-	-	(15)	3
Dues and subscriptions	600	-	-	-
Licenses and taxes	650	-	594	594
Capital outlay				
Improvement Misc	-	-	-	10,729
Total Expenditures	73,080	8,774	63,889	66,364
Excess (Deficiency) of Revenue Over Expenditures	18,420	(1,783)	28,295	31,515

## CITY OF WORTHINGTON, MINNESOTA

FIELD HOUSE  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/23 Through 9/30/23  
(Amounts in Dollars)

	Total Current Year Budget	September Actual	YTD Actual	Previous Year
Revenues				
Field House - User fees	82,000	2,708	26,845	1,763
Field House - Rental fees	-	2,456	35,544	1,396
Total Revenues	82,000	5,164	62,389	3,159
Expenditures				
Personnel services				
Full-time employees	123,430	14,701	92,234	83,657
Overtime	-	-	165	-
Part-time employees	31,200	2,681	20,901	157
Vacation/Sick expense	-	-	-	13
PERA contributions	9,257	778	6,637	5,933
FICA/medicare	11,829	832	7,987	6,014
Health insurance admin/claims	24,533	2,868	15,898	5,406
Life insurance	97	7	65	65
LTD insurance	835	71	622	555
HSA contribution	-	188	938	406
Health insurance-claims-TPA	-	-	555	-
Workmen's comp.-ins. premium	2,053	1,382	4,147	2,950
Supplies				
Office supplies	1,200	-	32	2,100
Cleaning supplies	1,000	-	1,852	2,604
Misc. operating supplies	1,200	4	4,953	2,722
Equipment parts	300	-	36	-
Building repair supplies	500	111	346	-
Misc. repair & maint supplies	500	360	5,528	-
Small tools	200	180	200	904
Equipment minor	1,000	-	-	-
Misc. equip. furniture/fixtures	300	-	627	354
Other services and charges				
Misc. professional services	2,500	187	2,632	1,679
Telephone	2,000	259	1,691	1,087
Postage	200	-	5	-
Travel, conferences, schools	200	-	-	-
Subsistence of persons	-	-	-	54
Misc advertising	1,000	-	2,965	3,329
General liability insurance	4,200	-	4,154	3,564
Property insurance	4,000	-	3,542	3,357
Electric utilities	8,000	1,561	28,219	22,424
Water utilities	2,000	14	400	119
Gas utilities	8,000	114	4,358	11,770
Refuse disposal	2,000	209	1,593	-
Sewer utilities	600	29	593	226
Storm water utilities	1,000	166	1,662	1,175
Misc. utilities	1,000	1,751	3,939	120
Buildings-repair & maintenance	500	-	-	745
Structure repair & maintenance	1,000	-	-	-
Misc repairs & maintenance	500	-	5,039	442
Cash short and over	-	-	(474)	-
Dues and subscriptions	300	-	3,161	-
Licenses and taxes	2,000	-	120	120
Miscellaneous	1,000	-	9,292	35
Capital Outlay				
Bldgs & structure-misc	-	-	103,059	1,725,149
Machinery and equipment misc	-	-	-	66,628
Office equipment purchase	-	-	-	66,105
Total Expenditures	251,434	28,453	339,673	2,021,968
Excess (Deficiency) of Revenue				
Over Expenditures	(169,434)	(23,289)	(277,284)	(2,018,809)

## ADMINISTRATION MEMO

**DATE:           OCTOBER 20, 2023**

**TO:             HONORABLE MAYOR AND CITY COUNCIL**

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

### CASE ITEMS

**1.     RESOLUTION ACCEPTING A DONATION OF FUNDS**

QSI, Inc., donated \$1,000 for the graffiti contest winner. The winner either had to be a 501C3 non-profit organization or the winner had to donate it to a 501C3 non-profit organization. The winner, Alondra Palma, requested that the \$1,000 be donated to St. Mary's School. A check will now be written to St. Mary's School in the amount of \$1,000. Council is requested to approve the resolution shown as ***Exhibit 1*** accepting a donation of funds.

**2.     PROFESSIONAL SERVICES AGREEMENT - NATIONAL INSURANCE SERVICES**

Attached as ***Exhibit 2*** is the consulting agreement between the City of Worthington and National Insurance Services (NIS). The City's current health insurance provider agreement terminates on December 31, 2023. Staff worked with NIS to solicit proposals for employee health insurance and received seven qualified proposals. Based on the information received from NIS representatives and the recommendation of Staff and the joint Compensation Committee, the decision was to continue offering employee health insurance through the Public Employee Insurance Program (PEIP). PEIP's proposal for 2024 rates represent a 4.4% increase over 2023 rates.

In addition to soliciting proposals, NIS is also responsible for the overall assessment and management of the City's benefit plans, renewals, policy changes and claim reconciliation. NIS's compensation is approximately 1% of the health insurance premium and invoiced on a monthly basis.

Council is requested to approve the consulting agreement and authorize execution by the

Mayor and Clerk.

**3. MARKET AND WAGE COMPENSATION SURVEY**

Staff recently completed our annual market and wage compensation survey and presented it to the joint City/WPU Compensation Committee. Amy Ernst and Chris Kielblock represent the City on this committee. The Compensation Administration Guidelines state "It is desirable that the control point of a salary range be maintained at a rate of plus or minus ten percent (10%) of the "market rate" for positions that fall within the salary range as determined by performing a market rate survey of selected benchmark positions annually".

Staff undertook our first in-house market wage survey in 2017. The results of the survey were that 41% of the 25 positions evaluated were outside of the stated plus or minus ten percent of market rate. Wage and position classification adjustment were taken over the next several years and in 2021 the number of positions that were outside of the market rate benchmark had fallen to 8%. However, our review of 2022 market wages indicate that we are starting to fall behind in market and competitive wages with 28% of our positions again outside of the stated goal of position within the market rate.

Like most employers, we are struggling to fill open positions with candidates that meet the minimum requirements of the posted jobs, or, even candidates at all regardless of qualifications.

The City and our three bargaining units have agreements running through December 31, 2024. The Compensation Committee is recommending a mid-contract wage adjustment for all City and WPU employees to become effective on January 1, 2024. The recommended wage adjustments are:

- 5.50% wage adjustment for all POST licensed law enforcement personnel. These wages would be funded with Public Safety Aid the City will receive in late December of this year.
- 2.50% wage adjustment for all other City and WPU personnel. These wages would be funded with enhanced interest earnings that will be realized on twelve Certificates of Deposit that will mature in 2024.

The above wage adjustments are in addition to the 3.50% Cost of Living Adjustments in our current bargaining unit agreements.

Council is asked to consider approving the above stated mid-contract wage adjustments.

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

**A RESOLUTION ACCEPTING A DONATION OF FUNDS**

**WHEREAS**, the City of Worthington has been notified that *QSI, Inc.*, hereinafter "Donor" desired to donate funds to the City; and

**WHEREAS**, Donor has placed the following restrictions upon the fund distribution: \$1000 to be used for the winner of the graffiti contest who chose St. Mary's School as the recipient.

**WHEREAS**, Minn. Stat. 465.03 requires that acceptance of any donation be approved by the City Council by a two-thirds majority vote;

**NOW, THEREFORE, be it RESOLVED:**

The City of Worthington does hereby accept the donation referenced above with any and all conditions, if any, as specified by the donor.

That the Mayor and Clerk are authorized to sign said agreement on behalf of the City of Worthington.

Approved this 23<sup>rd</sup> day of October, 2023, by a two thirds majority vote of the Worthington City Council with the following members voting in favor thereof:

Members opposed:

(SEAL)

CITY OF WORTHINGTON

BY: \_\_\_\_\_  
Rick Von Holdt, Its Mayor

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



# Consulting Agreement

This Consulting Agreement (Agreement) is between City of Worthington (Client) and National Insurance Services (NIS) (Consultant), effective as of January 1, 2024.

WHEREAS, Client wishes to obtain the assistance of Consultant with strategic benefit planning, design, funding, administration and communication with respect to its employee benefit programs;

WHEREAS, Consultant has superior knowledge and expertise in assisting employers with designing and servicing employee benefit plans; and

WHEREAS, the parties wish to set forth their respective expectations;

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the parties hereby agree as follows:

- 1. Scope of Services to be provided by Consultant.** Scope of service actions will be mutually agreed upon annually through our Full Benefits Consulting Service Model.
- 2. Client's Responsibilities.** Client will make available such reasonable information as required for Consultant to conduct its services. Such data will be made available as promptly as possible. It is understood by Consultant that the time of Client's personnel is limited, and judicious use of that time is a requirement of this Agreement. Client will make timely payments of the service fees as set forth elsewhere in this Agreement.
- 3. Disclosure and Recordkeeping.**
  - a. Full Disclosure.** Client has the right to approve any arrangements and/or the utilization of any intermediaries in connection with, or arising out of, or in any way related to Client's insurance and risk management program. Consultant must seek approval from Client prior to the use of any of the above in connection with the Client's insurance and risk management program.
  - b. Recordkeeping.** Consultant will maintain accurate and current files including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice or as otherwise directed by Client.
- 4. Term & Termination.**
  - a. Term.** The initial term of this Agreement shall be two years, commencing on January 1, 2024 and ending December 31, 2025 (Initial Term). Thereafter, this Agreement will remain in effect until terminated as described below.
  - b. Termination.** This Agreement may be terminated by either party only as follows:

- I. Effective upon sixty (60) days' advance written notice to the other party stating that such other party is in breach of any of the provisions of this Agreement, provided such breach (if able to be cured) is not cured within twenty (20) business days after the notice is received;
- II. Should Consultant at time of execution of this agreement no longer be affiliated with National Insurance Services;
- III. effective upon ninety (90) days' advance written notice to the other party given with or without reason; provided such notice is given after the Initial Term; or
- IV. By mutual written agreement of the parties.
- V. If contract is termed prior to the agreed upon contractual time frame. Any uncompleted services will cease.

**5. Compensation.** Subject to any changes as may be mutually agreed by the parties, NIS will receive, as compensation for its services under this Agreement, fees illustrated in Exhibit 1.

Consistent with industry practices, insurers may also pay insurance brokers, such as NIS, indirect compensation based upon volume efficiencies, client renewals, marketing services, product development, technology investments and other additional services. NIS seeks written assurances from insurers that any such indirect compensation will not adversely impact the pricing or coverage terms that NIS is able to obtain for its clients. The amount of any available indirect compensation shall not be included in the calculation of any commission that may be due to NIS as a result of the placement of an insurance product.

NIS shall comply with all applicable state and/or federal laws and regulations regarding disclosure of compensation and embraces industry efforts for transparency. We believe it is important that clients have access to information that may be relevant to their choice of insurance products, including the cost of such insurance and services, and, the compensation that may be directly or indirectly paid to NIS in connection with the products or services that are selected. Your NIS account representative will be happy to address any questions you have regarding this matter.

**6. Personnel.** NIS will assign its personnel according to the needs of Client and according to the disciplines required to complete the appointed task in a professional manner. NIS retains the right to substitute personnel with reasonable cause.

**Primary Service Team:**

- **Consultant:** Responsible for overall assessment and management of all your benefit plans, medical and dental utilization analytics, renewals, policy changes, and claim reconciliation.
- **Account Manager:** Performs implementation and maintenance of the NIS Service Model, attends or leads employee meetings and insurance committee as requested, performs annual Best Practice visits for life and

disability insurance plans, implements benefit administration system, resolves employee claim issues with carriers, takes policy-related questions, and assists the Consultant with the medical carrier during renewal.

- **Director of Health Plan Analytics:** Monitors the financial health of your health insurance plan. Runs utilization analytics and presents solutions based on your data. Handles medical and dental renewals, policy changes, and claim reconciliation.
- **Inside Service Representative:** Medical and ancillary benefit resource for assistance with policy changes, renewals, claim reconciliation, and benefit administration system implementation.

**Additional Key Resources:**

- **Client Relations:** Client Relations: Your life, disability, and ancillary benefit resource for day-to-day policy-related questions and enrollment.

- 7. Records and Information.** Consultant agrees to keep any information provided by Client confidential and to exercise reasonable and prudent cautions in protecting the confidentiality of such information. If the services provided by Consultant involve the use of protected health information, Client and Consultant agree to enter into an appropriate business associate agreement.
- 8. Independent Contractor.** It is understood and agreed that Consultant is engaged by Client to perform services under this Agreement as an independent contractor. Consultant shall use its best efforts to follow written, oral or electronically transmitted (i.e., sent via facsimile or email) instructions from Client as to policy and procedure.
- 9. Fiduciary Responsibility.** Client acknowledges that: (i) Consultant shall have no discretionary authority or discretionary control respecting the management of any of the employee benefit plans; (ii) Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client's employee benefit plans; and (iii) Consultant shall perform services pursuant to this Agreement in a non-fiduciary capacity.

Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans' legal documents to the extent that the amendments would affect Consultant in the performance of its obligations under this Agreement. Client agrees to submit (or cause its agent, consultants or vendors to submit) all information in its (or their) control reasonably necessary for Consultant to perform the services covered by this Agreement.

- 10. Entire Agreement.** This constitutes the entire Agreement between the parties, and any other warranties or agreements are hereby superseded.

Subsequent amendments to this Agreement shall only be in writing signed by both parties.

**For National Insurance Services:**

**William Chukuske**

**10/019/2023**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For City of Worthington:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Compensation Agreement

**Client: City of Worthington**

**Client State: Minnesota**

Client has agreed that National Insurance Services be compensated for the above services as follows:

- ☒ Consulting fee (remitted monthly through insurance carrier or TPA billing/invoice) plus carrier commissions on non-medical lines of business.
- ☒ Compensation embedded in the monthly cost of the insurance plan/s. Details below.

## Compensation Details for Insured and Self-Funded Employee Benefit Products and Services

Product/Service	Effective Date of Product/Service	Compensation
Medical Insurance	1/1/24 to 12/31/24	\$16.00 per contract per month
	1/1/25 to 12/31/25	\$18.00 per contract per month
Building Blocks	1/1/2024	Voluntary Based
Dental Insurance	1/1/2024	10.0%
Vision Insurance	1/1/2024	10.0%
Life Insurance	1/1/2024	12.0%
LTD Insurance	1/1/2024	15.0%
Medical Spending Accounts	1/1/2024	\$.25 PEPm

### For National Insurance Services:

William Chukuske	10/19/2023
_____ Name (print)	_____ Title
William Chukuske	10/19/2023
_____ Signature	_____ Date

### For City of Worthington:

_____ Name (print)	_____ Title
_____ Signature	_____ Date

## **BUSINESS ASSOCIATE AGREEMENT**

This Business Associate Agreement is entered into between the employee health plans of City of Worthington (the “Plan Sponsor”) and National Insurance Services of Wisconsin (“Business Associate”), effective, except as otherwise provided in this Agreement, as of January 1, 2024.

The parties wish to enter into this Agreement to enable Covered Entity to meet applicable requirements of the regulations issued under administrative simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), and this Agreement shall be interpreted accordingly. This Agreement also is intended to satisfy certain requirements of the Health Information Technology for Economic and Clinical Health Act (the “HITECH Act”), included in the American Recovery and Reinvestment Act of 2009 (“ARRA”), when and as they become applicable to either Covered Entity or Business Associate and this Agreement shall be interpreted accordingly.

### **ARTICLE 1** **DEFINITIONS**

The following terms, for purposes of this Agreement, have the meanings indicated, unless the context clearly requires otherwise:

- 1.1 Business Associate means National Insurance Services of Wisconsin.
- 1.2 Breach has the same meaning as the term “breach” under 45 CFR Section 164.402.
- 1.3 Covered Entity means the employee health plans sponsored by City of Worthington

1.4 Individual has the same meaning as the term “individual” in 45 CFR Section 160.103 and includes a person who qualifies as a personal representative in accordance with 45 CFR Section 164.502(g).

1.5 Privacy Rule means the Standards for Privacy of Individually Identifiable Health Information at 45 CFR part 160 and part 164, subparts A and E.

1.6 Protected Health Information or PHI means information that qualifies as protected health information under 45 CFR Section 160.103 with respect to Covered Entity.

1.7 Required by Law has the meaning set forth in 45 CFR Section 164.103.

1.8 Secretary means the Secretary of the Department of Health and Human Services or his or her designee.

1.9 Security Standards means the federal regulations issued as Health Insurance Reform: Security Standards and codified at 45 CFR parts 160, 162 and 164.



1.10 Security Incident means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system, but only to the extent that the incident involves electronic PHI.

1.11 Unsecured Protected Health Information has the same meaning as that term has under 45 CFR Section 164.402, but limited to information that is accessed, maintained, retained, modified, recorded, stored, destroyed or otherwise held, used or disclosed by Business Associate on behalf of Covered Entity.

1.12 Terms used, but not otherwise defined, in this Agreement have the same meaning as those terms have in 45 CFR Sections 160.103, 164.103, 164.402 and 164.501 or in Section 13400 of ARRA.

## ARTICLE 2 OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

2.1 Business Associate agrees that it will not use or further disclose PHI other than as permitted or required by this Agreement or as Required by Law.

2.2 Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement.

2.3 Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.

2.4 Business Associate agrees to report to Covered Entity any use or disclosure of PHI not provided for by this Agreement of which it becomes aware.

2.5 Business Associate agrees to ensure that any agent, including a subcontractor, that creates, receives, maintains or transmits PHI on behalf of Business Associate, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to that information by entering into an agreement with the subcontractor or other agent that satisfies the requirements of 45 CFR Section 164.504(e)(5). To the extent that a subcontractor or other agent of Business Associate creates, receives, maintains or transmits electronic PHI on behalf of Business Associate, Business Associate will ensure that the subcontractor or agent agrees to comply with the applicable requirements of the Security Standards by entering into an agreement that complies with 45 CFR Section 164.314.

2.6 If Business Associate has PHI in a Designated Record Set, Business Associate agrees to provide access, at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity, to such PHI, to Covered Entity or, as directed by Covered Entity, to an Individual, in order to meet the requirements under 45 CFR Section 164.524.

2.7 To the extent reasonably necessary for Covered Entity to comply with 45 CFR Section 164.524(c)(2), if Business Associate maintains PHI in an electronic format for any Individual, Business Associate agrees to provide, at the request of an Individual, and in the time

and manner designated by the Individual, a copy of such information in the electronic format designated by the Individual to that Individual or, if clearly, conspicuously and specifically directed by the Individual to transmit an electronic copy of that information directly to an entity or person designated by the Individual. If electronic information described in the preceding sentence is not readily producible in the form and format requested by the Individual, it will be provided in a readable electronic form and format as agreed to by Business Associate and the individual, or, if no agreement is reached in a hard copy format. Any fee charged by Business Associate to the Individual for providing such information (or a summary or explanation of such information) cannot exceed the amount described in 45 CFR Section 164.524(c)(4). Except as otherwise expressly provided in this Section 2.7, any information provided pursuant to this Section will comply with the requirements of 45 CFR Section 164.524 as they apply to Covered Entity. If a request described in this Section 2.7 is made by the Individual to Covered Entity instead of Business Associate, Business Associate agrees to work with Covered Entity to allow Covered Entity to respond to the request in accordance with Section 164.524.

2.8 If Business Associate has PHI in a Designated Record Set, Business Associate agrees to make any amendment to such information that Covered Entity directs or agrees to pursuant to 45 CFR Section 164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

2.9 Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule.

2.10 Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528. In addition, effective beginning on the date the requirements of regulations issued pursuant to Section 13405(c) of ARRA become applicable to Covered Entity, if Business Associate maintains information in an electronic format, to the extent necessary for Covered Entity to comply with ARRA Section 13405(c) and applicable regulations, Business Associate agrees to document access to and disclosures of PHI in electronic form, including applicable disclosures for payment, treatment or health care operation purposes and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528, as modified in accordance with ARRA Section 13405(c).

Business Associate agrees to provide to Covered Entity or an Individual, in a reasonable time and manner designated by Covered Entity, information collected in accordance with this Section 2.10, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528.



2.11 In conducting any electronic transaction that is subject to the Electronic Transaction Regulations on behalf of Covered Entity, Business Associate agrees to comply with all requirements of the Electronic Transaction Regulations that would apply to Covered Entity if Covered Entity were conducting the transaction itself.

2.12 To the extent that Business Associate creates, receives, maintains or transmits electronic PHI on behalf of Covered Entity, Business Associate agrees to maintain administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of all electronic PHI and to otherwise comply with applicable requirements of the Security Standards.

2.13 To the extent that Business Associate creates, receives, maintains or transmits electronic PHI on behalf of Covered Entity, Business Associate agrees to report to Covered Entity any Security Incident of which it becomes aware. For any successful Security Incident, i.e. any Security Incident that results in the unauthorized access, use, disclosure, modification, or destruction of electronic PHI or interference with system operations on an information system on which electronic PHI is maintained, the report will be provided without unreasonable delay and in no event later than ten days after Business Associate becomes aware of the incident.

For any unsuccessful Security Incidents (i.e., all Security Incidents not described in the previous paragraph), following a written request by Covered Entity, Business Associate will promptly provide to Covered Entity a report summarizing all such previously unreported incidents. Also, no later than the next January 31 following the end of each calendar year, Business Associate will provide to Covered Entity a written report summarizing all unsuccessful Security Incidents that have not previously been reported to Covered Entity. Unsuccessful Security Incidents include but are not limited to pings on the Business Associate's firewall, port scans, attempts to log onto a system or enter a database with an invalid password or username, denial-of-service attacks that do not result in the system being taken off-line, or malware such as worms or viruses and similar failed attempts to access systems that include electronic PHI.

For successful Security Incidents, each incident report will:

1. Identify each individual whose PHI is known to have been, or is reasonably believed by Business Associate to have been accessed, acquired, or disclosed during the incident;
2. Identify the nature of the non-permitted access, use, or disclosure and the date of the incident and the date of discovery;
3. Identify the PHI accessed, used, or disclosed;
4. Identify who made the non-permitted access, use, or received the non-permitted disclosure;
5. Identify any corrective action Business Associate has taken or will take to prevent similar Security Incidents in the future;

6. Identify any actions Business Associate has taken or will take to mitigate any harmful effects of the Security Incident; and

7. Provide such other information, as Covered Entity may reasonably request.

To the extent that any of the above information is not available to be included in the Security Incident report, the report must include an explanation of why such information is not available to Business Associate.

For unsuccessful Security Incidents, each annual or requested incident report will summarize the types and number of occurrences or frequency of unsuccessful Security Incidents; will indicate whether Business Associate believes its current security measures are adequate to address all unsuccessful Security Incidents, given the scope and nature of such attempts; and if existing security measures are not adequate, the report will describe the measures Business Associate will implement to address the security inadequacies. Notwithstanding the preceding, to the extent that the parties agree that no report of an unsuccessful Security Incident (or of specific types of unsuccessful Security Incidents) is required under applicable law, no such report will be required under this Agreement.

2.14 To the extent that Business Associate accesses, maintains, retains, modifies, records, stores, destroys, or otherwise holds, uses or discloses Unsecured Protected Health Information on behalf of Covered Entity, Business Associate agrees to notify Covered Entity of any Breach of such information. Such notification will comply with 45 CFR Section 164.410 including, to the extent possible, identifying each individual whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been, accessed, acquired or disclosed during the Breach. In addition, the notice described in the preceding sentence will include all information that is reasonably available to Business Associate that Covered Entity would reasonably be expected to need to fulfill its legal obligations with respect to the Breach, including the information required to be provided in a report of a successful Security Incident as described in this Agreement. If additional information described in the preceding sentence becomes available after the original notice is provided to Covered Entity, Business Associate agrees to promptly provide the additional information to Covered Entity as it becomes available.

Business Associate agrees to provide notice of the Breach without unreasonable delay and in no case later than 60 calendar days after Business Associate discovers the Breach. For purposes of the preceding sentence, Business Associate will be treated as discovering the Breach on the first day on which the Breach is known (or should reasonably have been known) to Business Associate (including any employee, officer or other agent of Business Associate other than the person committing the Breach). Whether a Breach has occurred will be determined in accordance with applicable regulations or other authoritative guidance issued pursuant to the HITECH Act. A delay in notification of a Breach that qualifies as a "law enforcement delay" under 45 CFR Section 164.412 or other applicable guidance will not be treated as a violation of this Agreement.

2.15 To the extent that Business Associate agrees, under the terms of this Agreement or a general services agreement or otherwise, to carry out any obligation that the Covered Entity may have under the Privacy Rule at 45 CFR part 164, subpart E, Business Associate agrees to comply with the requirements of subpart E that would apply to Covered Entity in performing that obligation.

ARTICLE 3  
PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

3.1 Except as otherwise limited in this Agreement, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the general service agreement between Business Associate and Covered Entity, provided that such use or disclosure would not violate the Privacy Rule, the Security Standards or the HITECH Act if done by Covered Entity.

3.2 Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

3.3 Except as otherwise limited in this Agreement, Business Associate may disclose PHI for the proper management and administration of the Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

3.4 Except as otherwise limited in this Agreement, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 CFR Section 164.504(e)(2)(i)(B).

3.5 Business Associate may use PHI to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR Section 164.502(j)(1).

ARTICLE 4  
OBLIGATIONS OF COVERED ENTITY

4.1 Covered Entity shall notify Business Associate of any limitation in its notice of privacy practices that Covered Entity produces in accordance with 45 CFR Section 164.520, to the extent that that limitation may affect Business Associate's permitted or required uses and disclosures.

4.2 Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by an Individual to use or disclose PHI, if those changes affect Business Associate's permitted or required uses and disclosures.



4.3 Covered Entity shall notify Business Associate of any restriction on the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR Section 164.522.

ARTICLE 5  
PERMISSIBLE REQUESTS BY COVERED ENTITY

5.1 Except as permitted under Sections 3.2, 3.3 or 3.4 of this Agreement, Covered Entity shall not request that Business Associate use or disclose PHI in any manner that would not be permitted under the Privacy Rule, the Security Standards or the HITECH Act if done by Covered Entity, unless such use or disclosure is otherwise permitted under the Privacy Rule, the Security Standards or the HITECH Act if done by the Business Associate on behalf of Covered Entity and is consistent with the requirements of the general services agreement between Covered Entity and Business Associate.

ARTICLE 6  
TERM AND TERMINATION

6.1 Term. This Agreement is effective beginning January 1, 2024 and will terminate when all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions of this Article 6.

6.2 Termination for Cause. If Covered Entity becomes aware of a material breach of this Agreement by Business Associate, Covered Entity shall (1) provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement (and any applicable portion of a general services agreement between the parties) if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity, or (2) immediately terminate this Agreement (and any applicable portion of a general services agreement that covers the services that Business Associate performs for Covered Entity) if Business Associate has breached a material term of this Agreement and cure is not possible.

6.3 Effect of Termination.

(a) Except as provided in paragraph (b) of this Section, upon termination of this Agreement for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision applies to PHI that is in the possession of subcontractors or agents of Business Associate. Except as provided in paragraph (b) of this Section, Business Associate shall retain no copies of the PHI.

(b) If Business Associate determines that returning or destroying PHI is infeasible, Business Associate shall notify Covered Entity of the conditions that make return or destruction infeasible and Business Associate will extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

ARTICLE 7  
MISCELLANEOUS

7.1 Regulatory and Statutory References. A reference in this Agreement to a regulation or a statute means that regulation or statute as in effect and as amended at the time of reference and as interpreted pursuant to any applicable guidance provided by the Secretary or other responsible regulatory authority and any applicable case law.

7.2 Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Entity and Business Associate to comply with the requirements of the Administrative Simplification provisions of HIPAA or the HITECH Act, and of the regulations issued pursuant to those laws. The Parties may agree to amend this Agreement from time to time in any other respect as they deem appropriate. This Agreement shall not be amended except by written instrument executed by Covered Entity and Business Associate.

7.3 Survival. The respective rights and obligations of Business Associate under Section 6.3 of this Agreement shall survive the termination of this Agreement.

7.4 Interpretation. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with applicable requirements of the HIPAA Administrative Simplification regulations and with the applicable requirements of the HITECH Act. Also, nothing in this Agreement shall be construed to require Business Associate to violate its obligations to comply with any requirements of the Privacy Rule or the Security Standards that apply directly to Business Associate.

7.5 Effective Date. Notwithstanding any other provision of this Agreement, Business Associate shall not be required to comply with any obligation imposed on it by this Agreement which is intended to provide for a Covered Entity's compliance with a requirement of the Administrative Simplification Regulations or the HITECH Act or regulations or other guidance issued pursuant to the HITECH Act until the date on which Covered Entity is first required to comply with that requirement.

7.6 Relationship of Parties. None of the provisions of this Agreement are intended to create or shall be deemed to create any relationship between the Parties other than that of independent parties contracting with each other solely for the purposes of effecting the provisions of this Agreement and any other Arrangement between the Parties.

7.7 No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person or entity other than Plan Sponsor, Business Associate and their respective successors and assigns, any rights, remedies, obligations or liabilities whatsoever.

7.8 Successors and Assigns. This Agreement shall be binding on the parties and their successors, but neither party may assign the Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld.

7.9 Waiver. No change, waiver or discharge of any liability or obligation hereunder on any one or more occasions shall be deemed a waiver of performance of any continuing or other obligation, or shall prohibit enforcement of any obligation, on any occasion.

7.10 Severability. In the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

7.11 Notice. Any notice to the other party pursuant to this Agreement shall be deemed provided if sent by first class United States mail, postage prepaid, as follows:

To Business Associate:      National Insurance Services of Wisconsin  
250 South Executive Drive  
Brookfield, WI 53005  
Attn: Hank Ehram, President  
Attn: Al LeGrand, COO

To Plan Sponsor:              Privacy Officer

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7.12 Indemnification.

- i. Plan Sponsor shall indemnify and hold harmless Business Associate from and against any and all losses, expense, damage or injury that Business Associate may sustain as a result of, or arising out of a breach of this Agreement by Plan Sponsor or its agents or subcontractors, including but not limited to any unauthorized use, disclosure, damage, or destruction of PHI.
- ii. Business Associate shall indemnify and hold harmless Plan Sponsor from and against any and all losses, expense, damage or injury that Plan Sponsor may sustain as a result of, or arising out of a breach of this Agreement by Business Associate or its agents or subcontractors, including but not limited to any unauthorized use, disclosure, damage, or destruction of PHI.

7.13 Entire Agreement. This Agreement sets forth the entire understanding of the Parties with respect to its subject matter and supersedes all prior agreements, arrangements and communications, whether oral or written, pertaining to the subject matter of this Agreement.

**The parties have caused this Agreement to be executed by their authorized representatives.**

**City of Worthington**

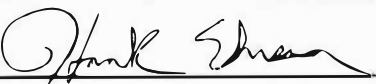
By: \_\_\_\_\_

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

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

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

**NATIONAL INSURANCE SERVICES OF WISCOSNIN**

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

Print Name: Hank Ehram

Print Title: President

Date: 10/19/2023

## PUBLIC SAFETY MEMO

**DATE:       OCTOBER 20, 2023**

**TO:           HONORABLE MAYOR AND CITY COUNCIL**

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

**CASE ITEMS**

**1.   RESOLUTION AUTHORIZING EXECUTION OF TOWARD ZERO DEATHS  
GRANT AGREEMENT**

The Minnesota Department of Public Safety, Office of Traffic Safety, has initiated a Toward Zero Deaths Communities grant process, which runs from October 1, 2023 through September 30, 2024. The grant includes reimbursement funds for officers' overtime during operational waves, with a focus on traffic safety and impaired driving enforcement. The City of Worthington has collaborated with the Counties of Jackson, Cottonwood, Nobles and Rock and the City of Mountain Lake as part of this process.

Adoption of the resolution shown as *Exhibit 1* will allow Director of Public Safety Troy Appel to execute the grant.

Council action is requested to adopt the resolution authorizing execution of the Toward Zero Deaths Grant Agreement.



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

**AUTHORIZING EXECUTION OF AGREEMENT**

Be it resolved that the Worthington Police Department enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety, for the project entitled Toward Zero Deaths during the period from October 1, 2023 through September 30, 2024.

The Public Safety Director, Troy Appel, of Worthington is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Worthington Police Department and to be the fiscal agent and administer the grant.

I certify that the above resolution was adopted by the City Council of Worthington, Minnesota on October 23, 2024.

(SEAL)

CITY OF WORTHINGTON

\_\_\_\_\_  
Mayor

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

## ENGINEERING MEMO

**DATE: OCTOBER 19, 2023**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

**1. PUBLIC HEARING ON CHERRYWOOD STORM SEWER IMPROVEMENT ASSESSMENT**

A deferral of payment was requested by the property owner at the original project public hearing on August 10, 2020 and the council supported the deferral as it has been done in past practice. Past practice has been that the council deferred the principal for undeveloped land but required the payment of the interest each year. The landowner had requested the interest be deferred also. Staff have not found any history of evidence of past practice that interest has been deferred.

Staff recommends that Council adopt the resolution as shown, the corresponding resolution shown in **Exhibit 1**. The proposed assessment roll was included in the September 11, 2023 Engineering Memo.

The recommended terms for the proposed assessments are listed below.

**STORM SEWER IMPROVEMENT NO. 32**  
> CHERRYWOOD ADDITION  
5.5%1; 15 years  
1 Based on interest rate on PIR bonds

**2. PETITION RECEIVED FOR SEWER MAIN INSTALLATION FOR HAACK ACRE DEVELOPMENT**

Housing developer has petitioned for the installation of a sanitary sewer system for the potential housing development on the property commonly known as Haack acres.

Staff recommends that council accepts the petition and adopt the resolution to order the preparation of a feasibility report for the installation of a sanitary sewer on the Haack acres property, the corresponding resolution shown in **Exhibit 2**.

**3. PETITION RECEIVED FOR SEWER MAIN INSTALLATION OF SEGMENT OF EAST NINTH AVENUE**

Residents of E 9th Ave have petitioned for the installation of a public sanitary sewer system to replace the existing private sewer connections originating from 11th Street. Currently, only

three residents are connected to this private sewer system, leading to difficulties in maintenance and upkeep.

The current private sewer connection from 11th Street is challenging to maintain privately. The residents have formally requested a publicly maintained sanitary sewer system to ensure dependable and efficient service.

Staff recommends that council accepts the petition and adopt the resolution to order the preparation of a feasibility report for the installation of a sanitary sewer on E 9th Avenue, the corresponding resolution shown in **Exhibit 3**.

4. **ORDER FEASIBILITY REPORT ON THIRD AND FOURTH AVENUE RECONSTRUCTION IMPROVEMENT**

**Exhibit 4** is a resolution ordering the preparation of a report on Third Avenue and Fourth Avenue, street reconstruction improvement, segments from Ninth Street to Eleventh Street. Improving the described streets by regrading, base reconstruction, resurfacing, curb and gutter, water main, sanitary sewer main, and storm sewer main.

The improvements are reconstruction projects proposed to be assessed to abutting owners. Upon receipt of the reports, Council will be requested to order a hearing on the proposed improvements, Staff recommends that Council adopt the resolution in **Exhibit 4**.

The City of Worthington has an agreement with Bolton and Menk, Inc., Task Order Number 18, to provide engineering service.

5. **REQUEST TO VACATE PUBLIC RIGHT-OF-WAY**

City Staff has received an application from the owner of 1313 Spring Avenue requesting that the City vacate a small portion of right-of-way along the backside of her property where a fence and tree(s) encroach slightly. This fence and trees were likely in existence at the time that a highway easement was established for Highway 60. Staff's best determination is that the highway easement re-shaped the area and likely resulted in the diagonal property line that exists now.

**Exhibit 5** shows the approximate subject area.

Staff is requesting Council discussion regarding this request. Should Council wish to vacate this area, staff will move forward with establishing a description of the property to be vacated and setting a public hearing.

**RESOLUTION NO. 2023-10-\_\_\_\_\_****ADOPTING THE SPECIAL ASSESSMENT FOR STORM WATER IMPROVEMENT  
NO. 32**

**WHEREAS,** The City Council of the City of Worthington did meet in the Council Chambers of City Hall, 303 Ninth Street, in the City of Worthington, Nobles County, Minnesota at 5:30 p.m. on Monday, the 23<sup>rd</sup> day of October, 2023, pursuant to notice of said meeting, duly given as required by law, for the purpose of passing upon the proposed assessment against the property benefitted by the improvement of the following described street by extension of the municipal storm water collection and management system.

**Cherrywood Lane – the entire length**

designated as Storm Water Improvement No. 32 of the City of Worthington; and

**WHEREAS,** The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

**section 1.** That said proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby adopted by this resolution and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by said improvement in the amount of the assessment levied upon it.

**Section 2.** That said assessment be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable on or before the first Monday in January 2024, being January 1<sup>st</sup>, and shall bear interest at the rate of four percent (4.0%) per annum from the date of the adoption of the assessment resolution. To said first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2024. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

**Section 3.** That the City Clerk of the City of Worthington is hereby directed to file the assessment roll pertaining to this assessment in the Office of the City Clerk; and shall certify annually to the County Auditor of said Nobles County, Minnesota, on or before the 30<sup>th</sup> day of November of each year, the total amount of installment and interest which are to become due in the following year on the assessment on each parcel of land included in the assessment roll, which shall be extended on the proper tax lists of said county and are to be collected and paid over in the same manner as other municipal taxes of said city.

**Section 4.** The owner of any property as herein assessed for said improvement may, at any time prior to November 22, 2023, pay to the City of Worthington Assessment Clerk the

whole of said assessment on such property, with interest at the rate of four percent (4.0%) per annum accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. The owner of any property as herein assessed may thereafter pay to the County Treasurer of said county, the installment and interest that is in the process of collection on the current tax lists and may pay to the City of Worthington Assessment Clerk the remaining balance of the assessment. Such payment must be made before November 15<sup>th</sup> or interest will be charged through December 31<sup>st</sup> of the next succeeding year. Partial prepayments may also be made in accordance with the provisions of Section 94.25 of City Code.

**Section 5.** That the owner of property as herein described;

The south 943 feet of the east 836 feet of part of Gov't Lot 3, Section 28 – T102N – R-40W, except 3.07 acre and 5.07 acre tracts and except land taken for highway purposes, 5.073 acres assessed.

has requested to defer payment as provided for in state statute. With a deferred principal payment, interest is due and will be certified for collection annually. Deferred principal and interest payment status is not known to have been granted by the City and results in a balloon payment due upon development or as provided in the City's assessment policy. The City's assessment policy addresses the manner assessments will be due upon development or at the end of the original payment term (15 years in the case of the improvements noted above) as follows:

If no development of the land occurs within the original payback period, the full amount due will be certified for collection in the final year of the period unless the owner requests an extension of deferred payment status or for the assessment to be payable on a schedule no longer than the original period. Extensions are available for only five years at a time. Assessments that become payable as a result of development are due over the remaining years in the original payback period (or extension) unless a longer payback schedule is requested. In any case, extensions and payback schedules are subject to the 30 year limit established in statute.

Adopted by the City Council of the City of Worthington, Minnesota, this the 23<sup>rd</sup> day of October 2023.

(SEAL)

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Rick VonHoldt, Mayor

Attest:

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Mindy Eggers, City Clerk

**RESOLUTION NO. 2023-10-\_\_**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED  
IMPROVEMENT**

**WHEREAS** it is proposed to improve:

*That part of Government Lot 5 in Section 27, Township 102, Range 40, Nobles County, Minnesota, bounded and described as follows:*

*Commencing at the southwest corner of said Section 27 as the place of beginning; thence east along the south section line of said Section, a distance of 1023.2 feet; thence north and parallel with the west section line of said Section, a distance of 766.3 feet; thence west and parallel with the south section line of said Section, a distance of 1023.2 feet to the west section line; thence south on the west section line, a distance of 766.3 feet, to the place of beginning, EXCEPT the east 142 feet thereof AND EXCEPT land taken for public highway purposes and recorded in Doc #183312.*

by the installation of a Sanitary Sewer Main, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement be referred to Bolton and Menk, Inc for study, and that Bolton and Menk, Inc. is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council of the City of Worthington, Minnesota, this the 23<sup>rd</sup> day of October 2023.

(SEAL)

---

Rick VonHoldt, Mayor

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

**RESOLUTION NO. 2023-10-\_\_\_\_\_**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED  
IMPROVEMENT**

**WHEREAS**, it is proposed to improve:

**Ninth Avenue East;**

by installing of a sewer main and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

**WHEREAS**, The City Council of said city did, according to law, and to said notice of said meeting, duly hear, consider, and pass upon all objections thereto for said proposed assessment.

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

That the proposed improvement be referred to Bolton and Menk, Inc for study, and that Bolton and Menk, Inc. is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council of the City of Worthington, Minnesota, this the 23<sup>rd</sup> day of October 2023.

(SEAL)

---

Rick VonHoldt, Mayor

Attest:

---

Mindy Eggers, City Clerk

**RESOLUTION NO. 2023-10-\_\_\_\_**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED  
IMPROVEMENT**

**WHEREAS**, it is proposed to improve:

**3rd Avenue and 4<sup>th</sup> Avenue**, from 9<sup>th</sup> Street to 11<sup>th</sup> Street

by necessary grading and base, and by bituminous surfacing and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement be referred to Bolton and Menk, Inc for study, and that Bolton and Menk, Inc. is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council of the City of Worthington, Minnesota, this the 23<sup>rd</sup> day of October 2023.

(SEAL)

---

Rick VonHoldt, Mayor

Attest:

---

Mindy Eggers, City Clerk



# 1313 Spring Avenue



## Legend

- Address Points
- Easement DocNumber

▭ parcels

## Easements

- Easements
- Platted Easements



**COMMUNITY DEVELOPMENT MEMO****DATE: October 19, 2023****TO: HONORABLE MAYOR AND CITY COUNCIL****SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW****1. PUBLIC HEARING ON RESIDENTIAL PROPERTY TAX ABATEMENT**

**Exhibit 1A** is a copy of a City of Worthington Residential Property Tax Abatement Program application submitted by KJSM Investments. The applicant is seeking approval of tax abatement for the construction of a two-unit condominium at 2385 and 2395 Cherrywood Lane (Lot 8, Block 1).

Staff has reviewed the application and concluded that it meets all the parameters of the Program Guidelines. Therefore, staff is recommending approval of the application. To comply with State Statutes regarding tax abatement, a public hearing has been scheduled tonight to allow for public comment on the proposed abatement. Should Council concur with staff's recommendation, it may do so by adopting the resolution provided in **Exhibit 1B** after the completion of the public hearing.

Council action is requested.

**2. WORKFORCE HOUSING APPLICATION – CELINA QUIJANO (2228 ELEANOR STREET)**

Celina Quijano has applied for a forgivable loan through the City's Workforce Housing Program for the eligible developer installed infrastructure improvements installed for the newly constructed house they are purchasing at 2228 Eleanor Street. The program, adopted in 2008, was created to encourage the construction of affordable housing units within the boundaries of TIF District #7 by offering forgivable loans to qualified home buyers for the following purposes:

1. To pay any outstanding assessments for public infrastructure levied against existing properties on which the new single-family dwelling has been constructed or purchased by an eligible person.
2. To pay any outstanding assessments for public infrastructure levied against any lot within a new subdivision on which the new single-family dwelling will be constructed on purchased by an eligible person.
3. To pay costs of the public infrastructure for a lot within a residential subdivision where the new single-family dwelling has been constructed or purchased by an

eligible person. The said infrastructure must have been completed by the developer and constructed in accordance with City specifications.

A copy of the Workforce Housing Program guidelines are provided as **Exhibit 2A**. The public infrastructure within Morning View Second Addition was developer installed. Upon review of the infrastructure costs, staff has determined the value of the eligible expenditures to be \$24,701.19 for this lot.

Based on the program guidelines, the forgivable loan would be structured for five years and at an interest rate of 5%. For each year the applicant owns and resides in the home, the annual mortgage payment would be forgiven. After five years, the loan is fully forgiven. Should the applicant move or sell the housing during the loan period, they would be responsible for the outstanding loan balance.

Staff has reviewed the application and determined that the applicants meets the eligibility criteria (i.e. income qualifications, loan-value ratio, debt-income ratio) and are eligible for the forgivable loan.

The funds in TIF District #7 that are utilized for this program were placed into a spending plan by City Council on December 12, 2022. In order to issues this loan, the loan amount needs to be designated back out of the spending plan and placed back into the TIF District.

Staff recommends approval of a give-year forgivable loan in the amount of \$24,701.19 with an interest rate of 5%. Should Council concur, it may do so by first pulling the funds out of the TIF spending plan and then approving the loan and authorizing the Mayor and City Clerk to execute the loan documents shown in Exhibit 2B.

Two separate actions are requested.

Hello!

KJSM Investments LLC wishes to apply for the Nobles Home Initiative for parcel #31-1240-540. We intend to build a two-unit condominium on this parcel and would like both units, which will have separate parcel numbers, to be able to use this incentive. Please see the attached proposed site plan and proposed construction plans for the project. There may be changes to both if we find it necessary but this should overall closely reflect the project.

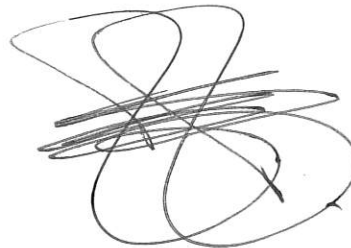
Legal Description: Lot 8 Block 1 Cherrywood Addition

Parcel Identification #: 31-1240-540

Address: 2385 Cherrywood Lane & 2395 Cherrywood Lane

Thank you!

Jason Johnson - Secretary

A handwritten signature in black ink, appearing to be 'Jason Johnson', with a large, stylized 'J' and 'H'.



CITY OF WORTHINGTON  
303 NINTH STREET, PO Box 279  
WORTHINGTON, MN 56187  
TELEPHONE: (507) 372-8640  
WWW.CI.WORTHINGTON.MN.US

### City of Worthington Residential Property Tax Abatement Program Application

Name of Applicant: KJSM INVESTMENTS LLC

Name of buyer (if available & different than above): TBD

Parcel ID Number: 31-1240-540 Date: 9-28-2023

Address of Property: 2385 + 2395 CHERRYWOOD LN

Address to send abatement if different than address above:

~~2385 + 2395 CHERRYWOOD LN~~

Phone Number: 507-329-0201

Email: JASONJ@JBRHOMES.COM

**Please Initial each statement below to indicate you have read and understand the statements below:**

[Signature] I understand this application is only for the City of Worthington Residential Property Tax Abatement Program. A separate application must be made to Nobles County to seek abatement of the County and School District's taxes.

[Signature] I understand that this development project must meet all applicable standards and regulations including local zoning regulations, permit requirements, and State Building Code requirements. Failure to do so will result in loss of tax abatement.

[Signature] I understand that any change of ownership during the five-year abatement period must be communicated to the City of Worthington.

[Signature] I have read and understand the program guidelines that are included with this application.

[Signature] I understand that abatement will be in the form of a refund. Property taxes must be paid in full by the due date each year. The City of Worthington will issue one annual payment.

[Signature] I understand that construction cannot commence until this application is approved by the City Council and a public hearing is conducted.

**This application must be accompanied by the following documents:**

- A letter addressed to the City of Worthington requesting tax abatement.
- A site plan for the proposed project.

Application shall be submitted to:

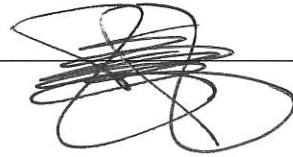
City of Worthington  
303 9<sup>th</sup> Street, PO Box 279  
Worthington, MN 56187

OR

Email to: [community.development@ci.worthington.mn.us](mailto:community.development@ci.worthington.mn.us)

Printed name of applicant: JASON JOHNSON - KJSM INVESTMENTS LLC SECRETARY

Signature of applicant: \_\_\_\_\_



Date: 9-28-2023

# Base Floor Plan

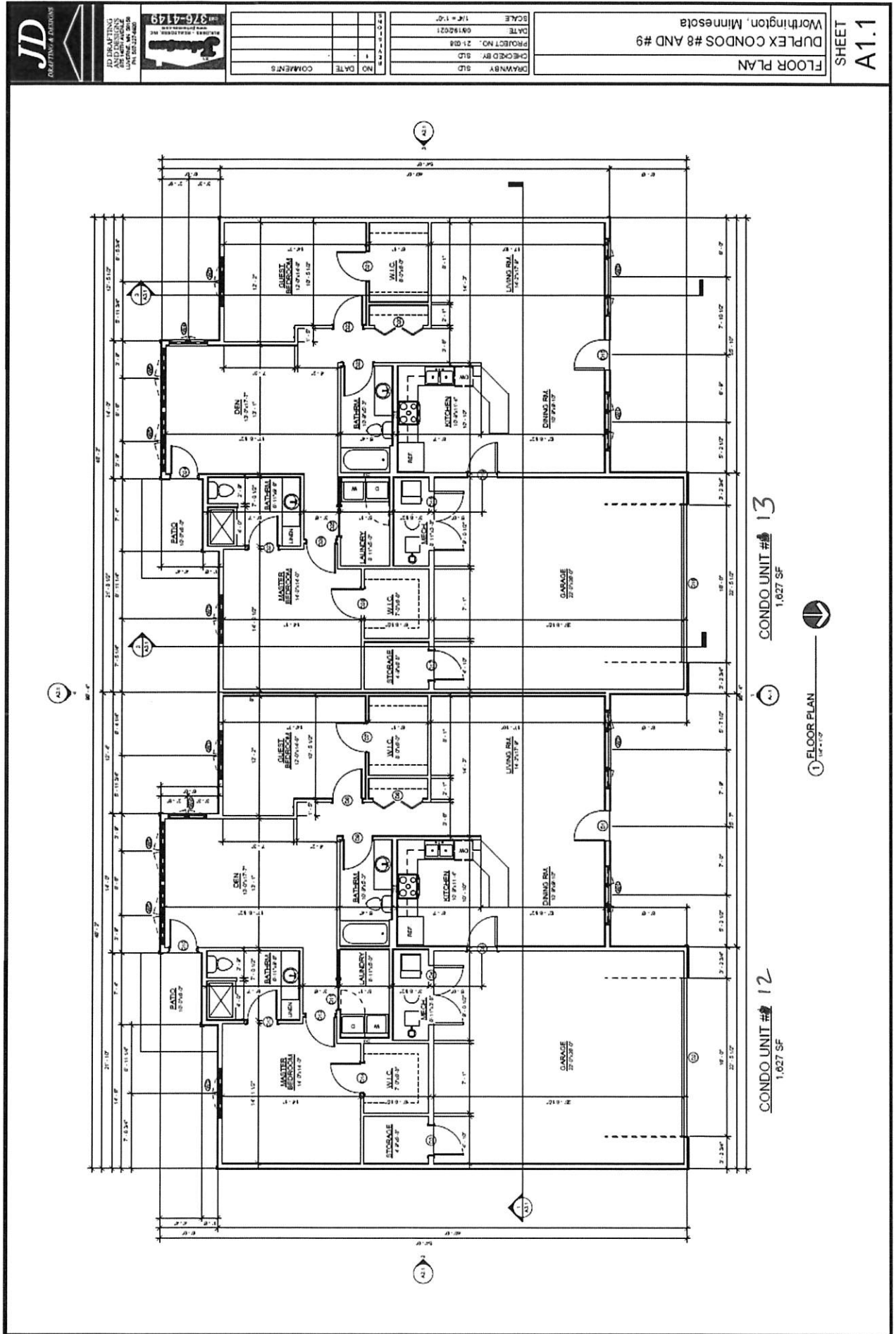


Exhibit 1A



NO.	DESCRIPTION	DATE
1	PRELIMINARY	08-03-2003
2	REVISED	08-21-2003
3	REVISED	08-21-2003
4	REVISED	08-21-2003
5	REVISED	08-21-2003

100% LOCATED BY SET OF PLAT 100  
FARMINGTON, MINNESOTA, 55031  
Phone (952) 228-4238  
Fax (952) 228-4238  
Email: www.bolton-menk.com



TRAVIS L. WINNIE  
46549  
AUGUST 1, 2003

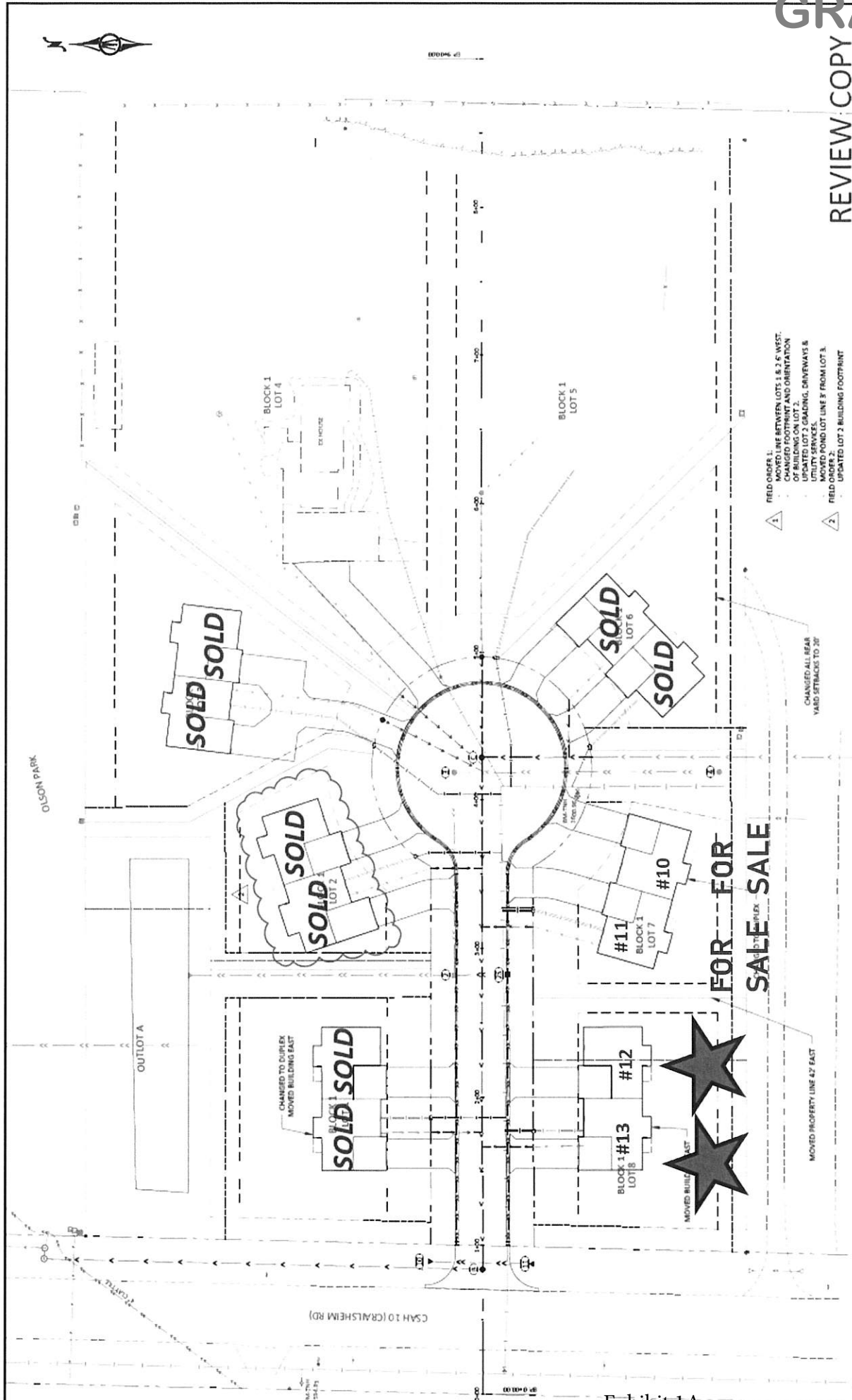
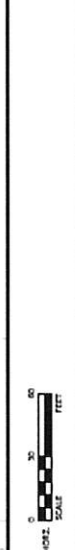


Exhibit 1A



**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING TAX ABATEMENT  
FOR CERTAIN PROPERTY PURSUANT TO MINN. STAT. 469.1813**

WHEREAS, Minnesota Statute 469.1813 gives authority to the City of Worthington to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, the City of Worthington has adopted the Residential Property Tax Abatement Program guidelines which must be met before abatement of taxes will be granted for residential development; and

WHEREAS, KJSM Investments LLC are the owners of certain property within the City of Worthington, legally described as follows:

Lot 8, Block 1, Cherrywood Addition, City of Worthington, Nobles County, Minnesota.

WHEREAS, KJSM Investments LLC have made application to the City of Worthington for the abatement of taxes as to the above-described parcel; and

WHEREAS, KJSM Investments LLC have met the statutory requirements outlined under Minnesota Statute 469.1813 Subdivision 1(l) and Subdivision 2(i) as well as the City's Residential Property Tax Abatement Program guidelines for tax abatement;

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

1. The City of Worthington does, hereby grant an abatement of the City of Worthington's share of real estate taxes upon the above-described parcel for the construction of a two-unit condominium on Lot 8, Block 1, Cherrywood Addition, City of Worthington.
2. The tax abatement will be for no more than five years commencing on the first year of taxes payable for the assessed value(s) related to the capital improvements outlined in Paragraph 1.
3. The City shall provide the awarded abatement payments following payment of due real estate taxes annually. Payments shall be made to the owner of record at the time of the payment.
4. The tax abatement shall be for the capital improvements only. Land values are not eligible and will not be abated.
5. The abatement shall be null and void if construction is not commenced within 6 months of the approval of this resolution or if real estate taxes are not paid on or before the respective payment deadlines annually.

Adopted by the City Council this 23rd day of October, 2023.

(SEAL)

---

Rick Von Holdt, Mayor

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

Exhibit 1B



**TIF DISTRICT #7**  
**Workforce Housing**  
**Program & Policies**  
**Adopted: November 10, 2008**  
**Amended: April 9, 2012**  
**Amended: June 8, 2020**

**PURPOSE / INTENT**

The purpose of the Workforce Housing Program (the Program) is to provide home ownership opportunities for individuals or families with incomes that do not exceed 80% of current area median income (AMI) within the City's Redevelopment Project Area No. 7 using funds from the City's existing TIF District #7.

**FUNDING**

The maximum amount of assistance for each loan/grant is \$25,000 per individual or family; and \$500,000 has been designated as pooled from the City's TIF District No. 7 to finance such loans/grants (the Program Funding).

**INCOME TARGET**

Up to 80% of the current AMI by family size as established annually by the US Housing & Urban Development (HUD) and Minnesota Housing Finance Agency's Minnesota City Participation Program as established for Greater Minnesota which is shown below for 2008, and adjusted by family size. Income eligibility will be determined on an adjusted gross income basis. The criteria and process for determining adjustments to gross incomes will be recommended by the program administrator and approved by the City.

Household #s	Income Limits
1-4	\$73,900
5	\$79,800
6+	\$84,895

**ELIGIBLE PROPERTIES**

Undeveloped lots that are zoned residential that are located within the boundaries of the City's Redevelopment Project Area No. 7.

**ELIGIBLE APPLICANTS**

Homebuyers must meet the income criteria as noted above.

**IMPLEMENTATION**

To accomplish the purpose and intent of the Program, the Worthington City Council (the Council) has committed \$500,000 from TIF District No. 7 for the following activities:

1. To finance any outstanding assessments for public infrastructure levied against existing properties in which the new single family dwelling has been constructed or purchased by an eligible person.
2. To finance any outstanding assessments for public infrastructure levied against any lot within a new subdivision in which the new single family dwelling will be constructed or purchased by an

eligible person.

3. To finance the costs of the public infrastructure for a lot within a residential subdivision where the new single family dwelling has been constructed or purchased by an eligible person. The said infrastructure must have been completed by the developer and constructed in accordance with City specifications.
4. To finance proposed new residential subdivisions whereby the developer may request the infrastructure be completed by the City as an assessment project. Under this scenario, the following shall occur:
  - City enters into a development agreement with Developer;
  - Lot values are established upfront;
  - Developer agrees to reserve 60% of the lots to be purchased by eligible persons;
  - Developer assures a minimum of 50% of the vacant lots will be made available for other contractors; and
  - Developer agrees to make assessment payments until lots are sold.
  - City will install the public infrastructure improvements and assesses the property as per City's assessment ordinance.
  - City provides tax increment for eligible persons:
  - Increment used to 'write down' assessments of eligible persons; and
  - Increment may be used to reimburse developer for payments made on assessments.

Tax increment will be provided as reimbursement for assessments up to the maximum amount. In the event of default, the City shall receive ownership of the undeveloped lots and use the tax increment to make assessment payments until said lots are sold and development for eligible persons occurs. The Developer shall be paid the established lot price at the time of sale.

To ensure that the benefit of the tax increment assistance is passed along to eligible persons and families, the City shall require the following:

- The developer/contractor must submit proper documentation of actual total development costs, including pre-determined lot values and infrastructure improvement costs;
- The eligible homebuyer shall enter into a forgivable loan with the City whereby the homebuyer agrees to occupancy for a minimum of 5 years. To the extent the term is less, the homebuyer is eligible for a portion of the tax increment assistance; and
- The sale price of the home shall not exceed the most recent published United States Department of Agriculture Rural Development Single Family Housing – Area Loan Limits for Nobles County

### **APPLICATION**

Applications will be considered on a “first come - first served” basis. A complete application shall consist of:

- Letter requesting financial assistance;
- Legal description of the subject property;
- Proof of purchase agreement; and
- Project budget.

In addition, if the request is pursuant to Number 4 within the Implementation section, the applicant must comply

with the City's development and assessment process.

Upon submittal of a completed application, the Council shall schedule a date to consider the application. The date shall not exceed 30 days from the date of application submittal. The Council shall have the responsibility to determine which applications will be approved or denied.

### **GENERAL UNDERWRITING CRITERIA**

#### **Current on Debt Payments:**

Applicant must be current on contract for deed payments, mortgage loan payments and property taxes. If any of these payments are delinquent, they must be made current before the application can be approved for funding.

#### **Income Qualification:**

Qualification of the income criteria will be determined on the annual gross income basis (80% of the current AMI as annually determined under MHFA guidelines). Gross annual income is derived from all sources of income before tax or withholding, of all members of the household in a housing unit for at least 9 months of the year or who are claimed as dependents for federal income tax purposes. The City's income eligibility will be determined on an adjusted gross income basis. The criteria and process for determining adjustments to gross incomes will be recommended by the City's program administrator and approved by the Council.

Qualifying income must be completed by the City's program administrator through one of the following sources:

- Written verification from employers;
- 2 copies of most recent check or check stub;
- Copies of 2 most recent years Federal Tax Returns, as filed;
- Bank deposits; and
- Copies of deposit slips.

#### **Loan to Value Ratio:**

All existing debt on property may not exceed 110% of the assessed market value.

#### **Debt to Income Ratio:**

Applicants must have the ability to repay the loan and must have a "debt-to-income ratio" at or less than 48%.

### **DISBURSEMENT OF FUNDS**

Program funds shall be disbursed after all terms of the development agreement or loan/grant agreement have been properly satisfied and a certificate of occupancy has been issued by the City's building official.

### **PROGRAM TERMINATION**

The Program shall expire when the Program Funding has been exhausted or upon the required date of decertification of TIF District #7 (12/31/2011), whichever occurs first.

### **QUESTIONS**

Anyone with questions regarding the Program outlined may contact the City's Community/Economic Development Department by phone (507-372-8640) or in person by visiting City Hall.

### **DISCLAIMER**

Nothing herein shall obligate the City of Worthington to approve any grant or loan. The Council must retain the right, in its sole discretion, to approve applications for the Program.

## LOAN AGREEMENT

**THIS LOAN AGREEMENT** (the “Agreement”) is made and entered into as of the \_\_\_ day of October, 2023, between the City of Worthington (the “City”) and Celina Quijano, an individual, (the “Homeowner”), as purchaser of real property located at 2228 Eleanor Street in the City of Worthington (the “Property”).

**WHEREAS**, the City desires to assist in financing the construction of residential housing for individuals and families that meet certain income guidelines pursuant to its Workforce Housing Program;

**WHEREAS**, the developer of Morning View Second Addition has installed certain public improvements listed in Exhibit A to this Agreement benefitting the Property and the listed public improvements were installed in accordance with the City standards; and

**WHEREAS**, the Homeowner desires to have the City make a loan of available tax increment funds under the City’s Workforce Housing Program to pay for the developer installed public infrastructure;

**NOW, THEREFORE**, it is agreed between the City and the Homeowner as follows:

### ARTICLE 1

#### Loan Amount and Duration

Section 1.1. Loan Amount. The City agrees to pay, on behalf of the Homeowner, the Special Assessments payable by the Homeowner in the sum of \$24,701.19 (the “Loan”).

Section 1.2. Loan Duration. The Special Assessment obligations of the Homeowner to be paid by the City shall constitute a loan of such funds for a period of 5 years from and after the above date.

Section 1.3. Loan Forgiveness. In the event that the Homeowner satisfies all of its obligations under this Agreement during the term of this Agreement, the City shall forgive the Loan amounts due hereunder at the rate of 20% per year in accordance with the Amortization Scheduled attached hereto as Exhibit ‘B’. In the event the Homeowner fails to satisfy all of its obligations under this Agreement at any time during the terms of this Agreement, Homeowner will be required to commence the annual payments as set forth on Exhibit ‘B’. Homeowner will not be required to repay to the City any annual payments forgiven prior to the Homeowner’s failure to satisfy its obligations at a later point in time.

### ARTICLE 2

#### Loan Terms and Condition

Section 2.1. Income Requirements. The Homeowner represents that the size of its household is 3 persons and that its household gross income for tax year 2022 was less than 80% of the current

Area Median Income (AMI) as determined by the Minnesota Housing Finance Agency (MHFA), which income meets the guidelines set forth in the Workforce Housing Program.

Section 2.2. Certificate of Occupancy. The Homeowner agrees to obtain a certificate of occupancy from the City's building official. The Homeowner shall submit a copy of the certificate of occupancy with this Agreement.

Section 2.3. Occupancy; Use of Property. The Homeowner agrees to own and occupy the Property as its primary residence for a minimum of 5 years.

Section 2.4. Sale, Transfer, or Conveyance. If the Homeowner sells, transfers, or conveys the Home during the term of this Agreement, that portion of the loan which has not been forgiven shall be immediately payable.

Section 2.5. Taxes, Other Special Assessments and Payments. The Homeowner agrees to pay when due all taxes, other special assessments, and other amounts payable to the City with respect to the Property. If the Homeowner defaults on any tax or mortgage payment, the City may elect to declare that portion of the loan which has not been forgiven to be immediately due and payable.

Section 2.6. Term. This agreement will expire on October \_\_, 2028, or upon such earlier date as agreed to by the City and the Homeowner.

### **ARTICLE 3**

#### **Loan Disbursement Provisions**

Section 3.1. Loan Disbursement. The City will disburse the full \$24,701.19 to the Homeowner's Escrow Agent to be properly applied to the homeowner's acquisition of the subject property. No money will be transferred directly to the Homeowner.

### **ARTICLE 4**

#### **Default; Repayment**

Section 4.1. Homeowner Default. In the event that the Homeowner files for bankruptcy; fails to make other payments due with respect to the Property as required by its Mortgagee; or otherwise fails to own and occupy the Property as their primary residence as required under, or otherwise does not perform its obligations hereunder, that portion of the loan not forgiven shall become immediately due and payable in full.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the \_\_\_\_ day of June, 2023.

**CITY OF WORTHINGTON**

By: \_\_\_\_\_  
Rick Von Holdt, Its Mayor

By: \_\_\_\_\_  
Melinda Eggers, Its City Clerk

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF NOBLES        )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of June 2023, by Rick Von Holdt and Melinda Eggers the Mayor and City Clerk respectively, of the City of Worthington, Minnesota, on behalf of the City of Worthington.

\_\_\_\_\_  
Notary Public

**HOMEOWNER**

\_\_\_\_\_  
Celina Quijano

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF \_\_\_\_\_    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of October, 2023, by Celina Quijano, an individual, the Homeowner.

\_\_\_\_\_  
Notary Public



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ABDO LLP	10/20/23	2022 AUDIT SERVICE	GENERAL FUND	AUDITS AND BUDGETS	<u>17,406.00</u>
				TOTAL:	17,406.00
AMERICAN ENGINEERING TESTING INC	10/20/23	SUNSET PARK IMPROVEMENTS	RECREATION	PARK AREAS	1,118.00
	10/20/23	OXFORD ST RECONSTRUCTION	IMPROVEMENT CONST	OXFORD STREET RECON	3,819.00
	10/20/23	2ND AVE ST IMPROVEMENT	IMPROVEMENT CONST	2ND AVE-10TH ST TO 12T	<u>6,623.00</u>
				TOTAL:	11,560.00
ANDERSON ALIGNMENT	10/20/23	OIL CHANGE BRAKES COURTESY	AIRPORT	O-GEN MISC	<u>386.03</u>
				TOTAL:	386.03
ARTISAN BEER COMPANY	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	960.90
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>165.35</u>
				TOTAL:	1,126.25
ATLANTIC BOTTLING COMPANY	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>220.00</u>
				TOTAL:	220.00
BAN-KOE SYSTEMS INC	10/20/23	FIRE ALARM SYSTEM COVERAGE	GENERAL FUND	PAVED STREETS	<u>896.00</u>
				TOTAL:	896.00
BEVERAGE WHOLESALERS INC	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	9,237.00
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	3,651.95
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	6,550.05
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>5,376.98</u>
				TOTAL:	24,815.98
BLUEPEAK	10/20/23	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	<u>51.44</u>
				TOTAL:	51.44
BOLTON & MENK INC	10/20/23	GIS SERVICES	GENERAL FUND	ENGINEERING ADMIN	2,720.00
	10/20/23	3RD AVE 4TH AVE RECON	IMPROVEMENT CONST	3RD & 4TH AVE-9TH TO 1	17,306.50
	10/20/23	EAST OKABENA LAKE TRAIL	IMPROVEMENT CONST	E OKABENA LAKE TRAIL	1,180.00
	10/20/23	2ND AVE RECONSTRUCTION	IMPROVEMENT CONST	2ND AVE-10TH ST TO 12T	77,751.00
	10/20/23	INDUSTRIAL WWTF PLAN	INDUSTRIAL WASTEWA	O-PURIFY MISC	620.00
	10/20/23	REIL REPLACEMENT	AIRPORT	PROJECT #6	5,760.00
	10/20/23	BITUMINOUS APRON PAVEMENT	AIRPORT	PROJECT #7	<u>2,200.00</u>
				TOTAL:	107,537.50
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,115.65
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	868.00
	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	54.00
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	510.25
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	208.00
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,434.67
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	758.00-
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	77.70
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	16.65
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	7.40
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	5.55
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	40.09
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>7.40-</u>
				TOTAL:	7,574.41
CAPITAL ONE	10/20/23	MISCELLANIOUS SUPPLIES	WATER	O-DISTR MISC	2.84

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	MISCELLANIOUS SUPPLIES	ELECTRIC	O-DISTR MISC	<u>26.11</u>
				TOTAL:	28.95
CINTAS CORP	10/20/23	MATS CITY HALL	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>56.00</u>
				TOTAL:	56.00
CITIZEN PUBLISHING CO INC	10/20/23	PAPER AD	RECREATION	FIELD HOUSE	<u>84.00</u>
				TOTAL:	84.00
CITY LAUNDERING CO	10/20/23	MATS	LIQUOR	O-GEN MISC	<u>47.14</u>
				TOTAL:	47.14
CNH INDUSTRIAL ACCOUNTS	10/20/23	TOOL CAT	RECREATION	PARK AREAS	<u>1,154.70</u>
				TOTAL:	1,154.70
COMPUTER LODGE LLC	10/20/23	TODD MICROSOFT 360	GENERAL FUND	PAVED STREETS	<u>99.60</u>
				TOTAL:	99.60
COOPERATIVE ENERGY CO- ACCT # 5910807	10/20/23	PROPANE BOTTLE	GENERAL FUND	PAVED STREETS	78.00
	10/20/23	FUEL	RECREATION	PARK AREAS	10.22
	10/20/23	MOWER FUEL	RECREATION	PARK AREAS	41.80
	10/20/23	SPRAYER GAS	RECREATION	PARK AREAS	59.86
	10/20/23	SPRAYER GAS	RECREATION	PARK AREAS	60.68
	10/20/23	CATCH BASIN	STORM WATER MANAGE	STORM DRAINAGE	281.82
	10/20/23	CATCH BASIN	STORM WATER MANAGE	STORM DRAINAGE	249.90
	10/20/23	CATCH BASIN	STORM WATER MANAGE	STORM DRAINAGE	172.00
	10/20/23	CATCH BASIN	STORM WATER MANAGE	STORM DRAINAGE	115.68
	10/20/23	CATCH BASINS	STORM WATER MANAGE	STORM DRAINAGE	119.04
	10/20/23	CATCH BASINS	STORM WATER MANAGE	STORM DRAINAGE	263.66
	10/20/23	#408 SUPERLUBE	STORM WATER MANAGE	STREET CLEANING	<u>15.64</u>
				TOTAL:	1,468.30
DACOTAH PAPER CO	10/20/23	CLEANER	LIQUOR	O-GEN MISC	64.80
	10/20/23	BAGS AND CLEANER	LIQUOR	O-GEN MISC	<u>455.61</u>
				TOTAL:	520.41
DEITCHMAN DENISE	10/20/23	INTERMEDIATE GOVT ACCOUNTI	GENERAL FUND	ACCOUNTING	<u>265.59</u>
				TOTAL:	265.59
DEPARTMENT OF TRANSPORTATION	10/20/23	HANGER LOAN REPAYMENT	AIRPORT	NON-DEPARTMENTAL	<u>920.00</u>
				TOTAL:	920.00
DEPUTY REGISTER #33	10/20/23	2014 NIS ALTIMA VIN#EN3811	GENERAL FUND	POLICE ADMINISTRATION	<u>25.00</u>
				TOTAL:	25.00
DIAMOND VOGEL, INC	10/20/23	CITY HALL PAINT	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>102.64</u>
				TOTAL:	102.64
DOLL DISTRIBUTING LLC	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	7,343.60
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	574.80
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	1,825.85
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	1,757.75
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	2,182.80
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	85.00-
	10/20/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>1,661.82</u>
				TOTAL:	15,261.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DORSEY & WHITNEY LLP	10/20/23	SWIFT PROPERTY PURCHASE	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>12,000.00</u>
				TOTAL:	12,000.00
DUBOIS CHEMICALS INC	10/20/23	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>11,752.72</u>
				TOTAL:	11,752.72
DUININCK INC	10/20/23	2023 HUMISTON WATER PMT #1	IMPROVEMENT CONST	NON-DEPARTMENTAL	33,541.70-
	10/20/23	2023 HUMISTON WATER PMT #1	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	<u>670,834.00</u>
				TOTAL:	637,292.30
E-Z WASH	10/20/23	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	<u>72.00</u>
				TOTAL:	72.00
EHLERS COMPANIES	10/20/23	FINANCIAL MANAGEMENT PLAN	GENERAL FUND	OTHER GEN GOVT MISC	<u>861.25</u>
				TOTAL:	861.25
ENVIRONMENTAL EQUIPMENT & SERVICE INC	10/20/23	SWEeper PARTS	STORM WATER MANAGE	STREET CLEANING	<u>131.72</u>
				TOTAL:	131.72
FASTENAL COMPANY	10/20/23	BOLTS	GENERAL FUND	SIGNS AND SIGNALS	<u>64.47</u>
				TOTAL:	64.47
FIFE WATER SERVICES INC	10/20/23	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>20,490.60</u>
				TOTAL:	20,490.60
FLAHERTY & HOOD PA	10/20/23	LABOR SERVICES	GENERAL FUND	CITY ATTORNEY	<u>600.00</u>
				TOTAL:	600.00
FORUM COMMUNICATIONS COMPANY	10/20/23	ORDINACNE #1200	GENERAL FUND	CLERK'S OFFICE	110.64
	10/20/23	ACCOUNTING CLERK AD	GENERAL FUND	PERSONNEL & RECRUITMEN	659.50
	10/20/23	ANNUAL FINANCIAL SUMMARY	GENERAL FUND	AUDITS AND BUDGETS	2,054.10
	10/20/23	2023 MISC CHARGES	GENERAL FUND	ENGINEERING ADMIN	201.34
	10/20/23	NOTICE OF PUBLIC HEARING	GENERAL FUND	ECONOMIC DEVELOPMENT	113.66
	10/20/23	POLICE OFFICER AD	GENERAL FUND	POLICE ADMINISTRATION	1,269.00
	10/20/23	HOMWOOD HEARING	IMPROVEMENT CONST	2019 HOMWOOD HILLS ST	310.10
	10/20/23	CHERRYWOOD PAVING HEARING	IMPROVEMENT CONST	CHERRYWOOD LN ST SURFA	224.06
	10/20/23	W OXFORD HEARING ASSESSMEN	IMPROVEMENT CONST	W OXFORD-ELMWOOD TO PA	49.04
	10/20/23	BRISTOL HEARING ASSESSMENT	IMPROVEMENT CONST	BRISTOL-APEL TO END	49.03
	10/20/23	CYNTHIA HEARING ASSESSMENT	IMPROVEMENT CONST	CYNTHIA AVE-TOWER TO D	49.03
	10/20/23	APEL HEARING ASSESSMENT	IMPROVEMENT CONST	APEL AVE-CLARY TO BRIS	49.03
	10/20/23	ELENOR HEARING ASSESSMENT	IMPROVEMENT CONST	ELEANOR-SPRING-860 EAS	49.04
	10/20/23	CHERRYWOOD STORM HEARING	IMPROVEMENT CONST	N CRAILSHEIM WATER 20	251.65
	10/20/23	ADS	LIQUOR	O-GEN MISC	<u>1,405.00</u>
				TOTAL:	6,844.22
GALLS LLC	10/20/23	MARTINEZ BOOTS	GENERAL FUND	POLICE ADMINISTRATION	372.09
	10/20/23	MILLER BOOTS	GENERAL FUND	POLICE ADMINISTRATION	<u>130.67</u>
				TOTAL:	502.76
GRAHAM TIRE OF WORTHINGTON INC	10/20/23	TIRE REPAIR	GENERAL FUND	POLICE ADMINISTRATION	4.00
	10/20/23	TIRE REPAIR	GENERAL FUND	POLICE ADMINISTRATION	<u>32.32</u>
				TOTAL:	36.32
HENNING CONSTRUCTION	10/20/23	CHERRY POINT CATCH BAS REP	STORM WATER MANAGE	PROJECT #12	<u>14,000.00</u>
				TOTAL:	14,000.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
THE HOME CITY ICE COMPANY	10/20/23	ICE	LIQUOR	NON-DEPARTMENTAL	242.16
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>5.25</u>
			TOTAL:		247.41
HOPE HAVEN INC	10/20/23	PAINTED LATH	GENERAL FUND	ENGINEERING ADMIN	105.75
	10/20/23	CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
			TOTAL:		647.42
HY-VEE INC-61609 (UTILITIES)	10/20/23	CLEANING SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	16.03
	10/20/23	CLEANING SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	16.03
	10/20/23	CLEANING SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>32.06</u>
			TOTAL:		64.12
HY-VEE INC-61705	10/20/23	ZIPLOCK BAGS	LIQUOR	O-GEN MISC	<u>21.55</u>
			TOTAL:		21.55
IDEAL LANDSCAPE & DESIGN INC	10/20/23	SUNSET PARK PMT #2 RETAINA	RECREATION	NON-DEPARTMENTAL	5,170.62-
	10/20/23	SUNSET PARK PMT #2	RECREATION	PARK AREAS	103,412.59
	10/20/23	LIQUOR PARKING LOT RETAINA	LIQUOR	NON-DEPARTMENTAL	<u>6,683.78</u>
			TOTAL:		104,925.75
INDEPENDENT SCHOOL DISTRICT #518	10/20/23	MEDIACOM SEPTEMBER 2023 PM	CABLE TELEVISION	CABLE	<u>3,289.10</u>
			TOTAL:		3,289.10
INDIAN ISLAND WINERY	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	<u>482.40</u>
			TOTAL:		482.40
J & K WINDOWS	10/20/23	WINDOW CLEANING SEPTEMBER	LIQUOR	O-GEN MISC	<u>165.00</u>
			TOTAL:		165.00
JEFFERSON FIRE & SAFETY INC	10/20/23	JACKET HOSE	GENERAL FUND	FIRE ADMINISTRATION	<u>112.74</u>
			TOTAL:		112.74
JEPPESEN JULIE	10/20/23	PAYROLL DEPOSIT RETURN	GENERAL FUND	NON-DEPARTMENTAL	<u>25.00</u>
			TOTAL:		25.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	10/20/23	OIL DRY BRAKE CLEANER	RECREATION	PARK AREAS	<u>41.54</u>
			TOTAL:		41.54
JOHNSON BROTHERS LIQUOR CO	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,992.87
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	2,337.60
	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	40.00
	10/20/23	LIQOUR	LIQUOR	NON-DEPARTMENTAL	6,022.47
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	1,079.02
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	110.49
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	81.18
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	67.00
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>37.62</u>
			TOTAL:		18,768.25
KLEVE ZAKARIYA	10/20/23	LUNCH TO ST PAUL FOR TRACT	STORM WATER MANAGE	STORM DRAINAGE	<u>15.00</u>
			TOTAL:		15.00
BJ KLINKENBORG	10/20/23	STEEL TOE BOOTS	RECREATION	PARK AREAS	224.95
	10/20/23	LUNCH BUCKET TRUCK TO WATE	RECREATION	TREE REMOVAL	<u>15.00</u>
			TOTAL:		239.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KNUTSON IRRIGATION DESIGN LLC	10/20/23	IRRIGATION GAS CYLINDER	RECREATION	SOCCER COMPLEX	<u>116.68</u>
				TOTAL:	116.68
KUSTOM THREADZ EMBROIDERY	10/20/23	T SHIRTS	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>295.50</u>
				TOTAL:	295.50
LAMPERTS YARDS INC-2602004	10/20/23	WOOD AND INSULATION	RECREATION	ICE ARENA	723.56
	10/20/23	CATCH BASIN REPAIR	STORM WATER MANAGE	STORM DRAINAGE	<u>11.98</u>
				TOTAL:	735.54
LOOSBROCK DIGGING SERVICE INC	10/20/23	PAY ESTMATE #2 SUBSTATION	ELECTRIC	FA DISTR STATION EQUIP	483,543.73
	10/20/23	PAY ESTMATE #2 SUBSTATION	ELECTRIC	FA IMPROVE OTHER THAN	<u>89,076.94</u>
				TOTAL:	572,620.67
LEONOR MALDONADO	10/20/23	BEGINNING GOVT ACCOUNTING	DATA PROCESSING	DATA PROCESSING	<u>265.42</u>
				TOTAL:	265.42
MARCO TECHNOLOGIES LLC	10/20/23	COPIER SERVICE	DATA PROCESSING	COPIER/FAX	<u>44.81</u>
				TOTAL:	44.81
MARK'S AUTO REPAIR OF WORTHINGTON INC	10/20/23	SQUAD #13-38 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	63.94
	10/20/23	SQUAD #13-38 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	19.00
	10/20/23	SQUAD #13-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	89.56
	10/20/23	SQUAD #13-33 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	19.00
	10/20/23	SQUAD #17-31 BRAKES	GENERAL FUND	POLICE ADMINISTRATION	756.03
	10/20/23	SQUAD #17-31 BRAKES	GENERAL FUND	POLICE ADMINISTRATION	171.00
	10/20/23	SQUAD #17-31 STARTER	GENERAL FUND	POLICE ADMINISTRATION	267.16
	10/20/23	SQUAD #17-31 STARTER	GENERAL FUND	POLICE ADMINISTRATION	81.00
	10/20/23	SQUAD #18-37 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	68.46
	10/20/23	SQUAD #18-37 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>19.00</u>
				TOTAL:	1,554.15
MAXFIELD RESEARCH AND CONSULTING	10/20/23	RENTAL HOUSE ASSESSMENT CO	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>2,600.00</u>
				TOTAL:	2,600.00
MC GLASS & KEY INC	10/20/23	BATHROOM KEYS	RECREATION	PARK AREAS	<u>24.60</u>
				TOTAL:	24.60
MC MASTER-CARR SUPPLY CO	10/20/23	WATER DISCHARGE HOSE	WATER	M-TRANS HYDRANTS	<u>716.44</u>
				TOTAL:	716.44
MCCUEN WELDING & MACHINING INC	10/20/23	SKIDLOADER REPAIR	RECREATION	PARK AREAS	54.05
	10/20/23	MOWER REPAIR	RECREATION	PARK AREAS	<u>35.67</u>
				TOTAL:	89.72
MIDWEST ALARM COMPANY INC	10/20/23	QUARTERLY ALARM MONITORING	RECREATION	ICE ARENA	119.85
	10/20/23	QUARTERLY ALARM MONITORING	RECREATION	THEATER	140.27
	10/20/23	FIRE ALARM INSPECTION	RECREATION	THEATER	<u>746.26</u>
				TOTAL:	1,006.38
MINNESOTA DEPARTMENT OF TRANSPORTATION	10/20/23	MATERIAL TESTING	GENERAL FUND	ENGINEERING ADMIN	<u>141.07</u>
				TOTAL:	141.07
MINNESOTA ENERGY RESOURCES CORP	10/20/23	MONTHLY SERVICE	WATER	O-PURIFY MISC	69.94
	10/20/23	MONTHLY SERVICE	WATER	O-DISTR MISC	28.19
	10/20/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	28.19

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	280.27
	10/20/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	<u>56.36</u>
			TOTAL:		462.95
MINNESOTA WEST	10/20/23	SENIOR TECHNOLOGY SESSIONS	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>1,575.00</u>
			TOTAL:		1,575.00
MISCELLANEOUS V AUPPERLEE, TOM & MARCI	10/20/23	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
DARLING, HARRIS	10/20/23	MISCELLANEOUS VENDOR	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
POST, DAVID	10/20/23	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
RAY, RON	10/20/23	MISCELLANEOUS VENDOR	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
HOEKSTRA, BRAD & SHERY	10/20/23	LED RECESSED CAN FIXTURE	ELECTRIC	CUSTOMER INSTALL EXPEN	272.00
PFIEFER, CRAIG	10/20/23	AIR CONDITIONOR REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
SCHAFER, BRADLEY	10/20/23	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
VELASCO, JAKE	10/20/23	MISCELLANEOUS VENDOR	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>250.00</u>
			TOTAL:		2,672.00
MISSOURI RIVER ENERGY SERVICES	10/20/23	MRES TECHNOLOGY DAYS- ROOS	ELECTRIC	ADMIN OFFICE SUPPLIES	50.00
	10/20/23	MRES TECHNOLOGY DAYS- BYRN	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>50.00</u>
			TOTAL:		100.00
MTI DISTRIBUTING INC	10/20/23	AERIATOR TIRES	RECREATION	SOCCER COMPLEX	<u>203.11</u>
			TOTAL:		203.11
MULDER, LANCE	10/20/23	LUNCH BUCKET TRUCK TO WATE	RECREATION	TREE REMOVAL	<u>15.00</u>
			TOTAL:		15.00
NEO ELECTRICAL SOLUTIONS, LLC	10/20/23	ANNUAL MALSR INSPECTION	AIRPORT	O-GEN MISC	<u>4,678.98</u>
			TOTAL:		4,678.98
NOBLES COOPERATIVE ELECTRIC	10/20/23	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	20.00
	10/20/23	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	20.01
	10/20/23	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	40.39
	10/20/23	MONTHLY SERVICE	GENERAL FUND	SIGNS AND SIGNALS	43.68
	10/20/23	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	112.82
	10/20/23	MONTHLY SERVICE	INDUSTRIAL WASTEWA	O-PURIFY MISC	100.00
	10/20/23	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>59.74</u>
			TOTAL:		396.64
NOBLES COUNTY AUDITOR/TREASURER	10/20/23	LEASE PAYMENT NOVEMBER	WATER	O-DISTR RENTS	163.80
	10/20/23	LEASE PAYMENT NOVEMBER	WATER	ADMIN RENT	327.61
	10/20/23	LEASE PAYMENT NOVEMBER	MUNICIPAL WASTEWAT	O-PURIFY MISC	131.04
	10/20/23	LEASE PAYMENT NOVEMBER	MUNICIPAL WASTEWAT	ADMIN RENT	262.09
	10/20/23	LEASE PAYMENT NOVEMBER	ELECTRIC	O-DISTR RENTS	786.26
	10/20/23	LEASE PAYMENT NOVEMBER	ELECTRIC	ADMIN RENT	<u>1,605.27</u>
			TOTAL:		3,276.07
NOBLES COUNTY PUBLIC WORKS	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	ENGINEERING ADMIN	393.15
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	ECONOMIC DEVELOPMENT	160.04
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	POLICE ADMINISTRATION	6,035.70
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	FIRE ADMINISTRATION	80.83
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	CIVIL DEFENSE ADMIN	144.72
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	PAVED STREETS	1,220.74
	10/20/23	AUGUST FUEL BILLING	GENERAL FUND	CODE ENFORCEMENT	222.91
	10/20/23	AUGUST FUEL BILLING	RECREATION	SOCCER COMPLEX	484.64
	10/20/23	AUGUST FUEL BILLING	RECREATION	PARK AREAS	<u>3,176.48</u>

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	AUGUST FUEL BILLING	WATER	O-PUMPING	316.35
	10/20/23	AUGUST FUEL BILLING	WATER	M-TRANS MAINS	1,061.35
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	185.06
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	137.65
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	55.37
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	71.31
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	66.22
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	147.73
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	121.41
	10/20/23	AUGUST FUEL BILLING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	242.75
	10/20/23	AUGUST FUEL BILLING	ELECTRIC	O-DISTR UNDERGRND LINE	1,551.53
	10/20/23	AUGUST FUEL BILLING	STORM WATER MANAGE	STORM DRAINAGE	185.05
	10/20/23	AUGUST FUEL BILLING	STORM WATER MANAGE	STREET CLEANING	<u>1,128.10</u>
				TOTAL:	17,189.09
NOBLES COUNTY RECORDER	10/20/23	DOC A 378785 - ORD 1200	GENERAL FUND	CLERK'S OFFICE	46.00
	10/20/23	DOC A378646 LES SCHWAB	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>46.00</u>
				TOTAL:	92.00
NOBLES COUNTY REVIEW	10/20/23	CAR AD FOR SALE	GENERAL FUND	POLICE ADMINISTRATION	<u>34.60</u>
				TOTAL:	34.60
NOBLES COUNTY SHERIFF	10/20/23	FINGER PRINTING	GENERAL FUND	PERSONNEL & RECRUITMEN	<u>20.00</u>
				TOTAL:	20.00
OFFICE OF MNIT SERVICES	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ADMINISTRATION	33.98
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	CLERK'S OFFICE	39.76
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ACCOUNTING	34.91
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ENGINEERING ADMIN	3.85
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ENGINEERING ADMIN	101.42
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	3.85
	10/20/23	MONTHLY VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	44.33
	10/20/23	MONTHLY VOICE SERVICE	RECREATION	FIELD HOUSE	62.90
	10/20/23	SEPTEMBER 2023 VOICE SERVI	WATER	O-PUMPING	13.80
	10/20/23	SEPTEMBER 2023 VOICE SERVI	WATER	O-DISTR MISC	42.92
	10/20/23	SEPTEMBER 2023 VOICE SERVI	WATER	ADMIN OFFICE SUPPLIES	13.80
	10/20/23	SEPTEMBER 2023 VOICE SERVI	WATER	ACCTS-RECORDS & COLLEC	26.91
	10/20/23	SEPTEMBER 2023 VOICE SERVI	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	13.86
	10/20/23	SEPTEMBER 2023 VOICE SERVI	MUNICIPAL WASTEWAT	O-PURIFY MISC	30.01
	10/20/23	SEPTEMBER 2023 VOICE SERVI	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	13.86
	10/20/23	SEPTEMBER 2023 VOICE SERVI	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	30.01
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	O-SOURCE MISC	13.86
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	O-DISTR SUPER & ENG	13.86
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	O-DISTR STATION EXPENS	41.78
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	O-DISTR MISC	13.86
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	ADMIN OFFICE SUPPLIES	14.43
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	ACCTS-RECORDS & COLLEC	80.83
	10/20/23	SEPTEMBER 2023 VOICE SERVI	ELECTRIC	ACCTS-ASSISTANCE	16.03
	10/20/23	MONTHLY DIRECTORY	DATA PROCESSING	DATA PROCESSING	53.72
	10/20/23	MONTHLY VOICE SERVICE	DATA PROCESSING	DATA PROCESSING	<u>33.19</u>
				TOTAL:	791.73
OFFICE OF THE SECRETARY OF STATE	10/20/23	MEREDITH NOTORY RENEWAL	GENERAL FUND	ENGINEERING ADMIN	60.00
	10/20/23	MEREDITH NOTORY RENEWAL	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>60.00</u>
				TOTAL:	120.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ONE OFFICE SOLUTION-WOCITY	10/20/23	FOLDERS	GENERAL FUND	CLERK'S OFFICE	51.40
	10/20/23	STORAGE DRIVE	GENERAL FUND	ENGINEERING ADMIN	13.96
	10/20/23	PAPER PADS	GENERAL FUND	ENGINEERING ADMIN	23.78
	10/20/23	FOLDER TABSS	GENERAL FUND	ECONOMIC DEVELOPMENT	2.13
	10/20/23	PAPER PADS	GENERAL FUND	ECONOMIC DEVELOPMENT	23.78
	10/20/23	TISSUE AND TOWELS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>190.05</u>
				TOTAL:	305.10
ONE OFFICE SOLUTION-NCLAW	10/20/23	MINNESOTA SEAL	GENERAL FUND	SECURITY CENTER	20.97
	10/20/23	MINNESOTA SEAL	GENERAL FUND	SECURITY CENTER	20.98
	10/20/23	STAPLER	GENERAL FUND	SECURITY CENTER	10.06
	10/20/23	STAPLER	GENERAL FUND	SECURITY CENTER	10.06
	10/20/23	PAPER	GENERAL FUND	SECURITY CENTER	59.99
	10/20/23	PAPER	GENERAL FUND	SECURITY CENTER	59.99
	10/20/23	PAPER	GENERAL FUND	SECURITY CENTER	239.96
	10/20/23	PAPER	GENERAL FUND	SECURITY CENTER	<u>239.96</u>
				TOTAL:	661.97
ONE OFFICE SOLUTION-WOCITY	10/20/23	MAGNETIC CLIPS	GENERAL FUND	FIRE ADMINISTRATION	10.20
	10/20/23	SHELF TAGS	LIQUOR	O-GEN MISC	330.00
	10/20/23	COUNTERFIET PEN & STAMP	LIQUOR	O-GEN MISC	<u>45.25</u>
				TOTAL:	385.45
ONE OFFICE SOLUTION-WOUTIL	10/20/23	MISCELLANEOUS SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	0.10-
	10/20/23	GLOVES	WATER	ACCTS-RECORDS & COLLEC	49.75
	10/20/23	MISCELLANEOUS SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	0.10-
	10/20/23	GLOVES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	49.75
	10/20/23	MISCELLANEOUS SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	0.10-
	10/20/23	GLOVES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>49.76</u>
				TOTAL:	148.96
PALMA CUSTOMS & AUTO SALES LLC	10/20/23	TOWING 23-5712 MALIBU	GENERAL FUND	POLICE ADMINISTRATION	68.00
	10/20/23	TOWING 23-5764 ACCORD	GENERAL FUND	POLICE ADMINISTRATION	68.00
	10/20/23	TOWING 23-5955	GENERAL FUND	POLICE ADMINISTRATION	<u>241.00</u>
				TOTAL:	377.00
PAUSTIS WINE COMPANY	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	3,550.67
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>60.00</u>
				TOTAL:	3,610.67
PELLEGRINO FIRE EXTINGUISHER SALES	10/20/23	FIRE EXTINGUISHER TESTING	GENERAL FUND	FIRE ADMINISTRATION	<u>108.00</u>
				TOTAL:	108.00
PEPSI COLA BOTTLING CO OF PIPESTONE, M	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	61.00
	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>35.50</u>
				TOTAL:	96.50
PHILLIPS WINE & SPIRITS INC	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	324.00
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,963.96
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	589.70
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,904.16
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	1,606.48
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	3.96
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	78.34
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	23.76
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	81.68



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>51.48</u>
				TOTAL:	12,627.52
PLUNKETTS PEST CONTROL INC	10/20/23	PEST CONTROL	LIQUOR	O-GEN MISC	<u>86.57</u>
				TOTAL:	86.57
RADIO WORKS LLC	10/20/23	RADIO ADS	LIQUOR	O-GEN MISC	600.00
	10/20/23	RADIO ADS	LIQUOR	O-GEN MISC	<u>150.00</u>
				TOTAL:	750.00
RINK SYSTEMS INC	10/20/23	ICE PAINT AND LINES	RECREATION	ICE ARENA	<u>2,178.67</u>
				TOTAL:	2,178.67
ROSE RENTALS LLC	10/20/23	PORTA POTS	RECREATION	PARK AREAS	<u>505.00</u>
				TOTAL:	505.00
ROUND LAKE VINEYARDS & WINERY LLC	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	<u>825.00</u>
				TOTAL:	825.00
RUNNINGS SUPPLY INC-ACCT#9502485	10/20/23	SAFETY GLOVES	GENERAL FUND	PAVED STREETS	51.98
	10/20/23	RECIEVERS#437	GENERAL FUND	PAVED STREETS	63.97
	10/20/23	GLOVES	GENERAL FUND	PAVED STREETS	43.97
	10/20/23	GLOVES CLEANER FOR SHOP	RECREATION	PARK AREAS	44.34
	10/20/23	WINTERIZE BATHROOMS	RECREATION	PARK AREAS	143.52
	10/20/23	SWEEPER PARTS	STORM WATER MANAGE	STREET CLEANING	49.99
	10/20/23	AIRPORT MOUSE TRAPS	AIRPORT	O-GEN MISC	<u>29.58</u>
				TOTAL:	427.35
SAFETYFIRST PLAYGROUND MAINTENANCE	10/20/23	PLAYGROUND MULCH	RECREATION	PARK AREAS	<u>4,760.00</u>
				TOTAL:	4,760.00
SCHOLTES MOTORS INC	10/20/23	OIL CHANGE	GENERAL FUND	ENGINEERING ADMIN	<u>63.09</u>
				TOTAL:	63.09
SCHWALBACH ACE 5930	10/20/23	SCREW ANCHOR	GENERAL FUND	SIGNS AND SIGNALS	26.99
	10/20/23	DRILL BITS	RECREATION	ICE ARENA	28.51
	10/20/23	FASTENERS	RECREATION	ICE ARENA	51.26
	10/20/23	ARENA SUPPLIES LIGHTS BRAC	RECREATION	ICE ARENA	88.95
	10/20/23	ARENA SUPPLIES	RECREATION	ICE ARENA	45.62
	10/20/23	DOOR PARTS AND LATCH	RECREATION	ICE ARENA	34.97
	10/20/23	SCREWS AND LATCH	RECREATION	ICE ARENA	21.51
	10/20/23	SCREWS AND BITS	RECREATION	SOCCER COMPLEX	<u>61.97</u>
				TOTAL:	359.78
MATT SELOF	10/20/23	APA MN ANNUAL CONFERENCE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>557.19</u>
				TOTAL:	557.19
SHORT ELLIOTT HENDRICKSON INC	10/20/23	AQUATIC CENTER	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	2,220.00
	10/20/23	AIRPORT ROOF REPLACEMENT	AIRPORT	O-GEN MISC	1,280.00
	10/20/23	CAL INSURANCE RES PROJECT	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>7,755.00</u>
				TOTAL:	11,255.00
SOUTHERN GLAZER'S WINE AND SPIRITS LL	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,271.93
	10/20/23	MIX	LIQUOR	NON-DEPARTMENTAL	104.00
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	976.00
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	<u>8,130.18</u>

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	357.02
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	224.95
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	134.32
	10/20/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	30.42
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	15.25
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	14.80
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	140.83
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	5.01
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>8.63</u>
				TOTAL:	11,094.96
SRF CONSULTING GROUP INC	10/20/23	COMPREHENSIVE PLAN	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>5,984.46</u>
				TOTAL:	5,984.46
THE GLOBE	10/20/23	PUBLIC UTILITY ANNUEL RENE	ELECTRIC	ADMIN MISC	151.09
	10/20/23	ADS	LIQUOR	O-GEN MISC	<u>63.35</u>
				TOTAL:	214.44
TYLER TECHNOLOGIES	10/20/23	INCODE ANNUAL MANGEMENT FE	DATA PROCESSING	NON-DEPARTMENTAL	13,819.84
	10/20/23	INCODE ANNUAL MANGEMENT FE	DATA PROCESSING	DATA PROCESSING	<u>1,256.34</u>
				TOTAL:	15,076.18
U S POSTAL SERVICE (QUADIENT-POC)	10/20/23	POSTAGE REFILL	GENERAL FUND	MAYOR AND COUNCIL	7.53
	10/20/23	POSTAGE REFILL	GENERAL FUND	ADMINISTRATION	27.09
	10/20/23	POSTAGE REFILL	GENERAL FUND	CLERK'S OFFICE	85.29
	10/20/23	POSTAGE REFILL	GENERAL FUND	ENGINEERING ADMIN	430.98
	10/20/23	POSTAGE REFILL	GENERAL FUND	ECONOMIC DEVELOPMENT	547.49
	10/20/23	POSTAGE REFILL	GENERAL FUND	PAVED STREETS	30.54
	10/20/23	POSTAGE REFILL	DATA PROCESSING	DATA PROCESSING	<u>635.97</u>
				TOTAL:	1,764.89
U LINE	10/20/23	CLEANING CART AND TRASH CA	RECREATION	ICE ARENA	<u>1,297.81</u>
				TOTAL:	1,297.81
VERIZON WIRELESS	10/20/23	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	40.01
	10/20/23	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	46.23
	10/20/23	MONTHLY WIRELESS SERVICE	WATER	ADMIN OFFICE SUPPLIES	11.56
	10/20/23	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.01
	10/20/23	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	11.56
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	46.23
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	41.23
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	23.11
	10/20/23	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	<u>46.23</u>
				TOTAL:	633.57
VETERINARY MEDICAL CTR PA	10/20/23	RED PHYSICAL EXAM	GENERAL FUND	POLICE ADMINISTRATION	129.66

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/20/23	WINSTONS YEARLY SHOTS	GENERAL FUND	POLICE ADMINISTRATION	<u>518.04</u>
				TOTAL:	647.70
MARGARET HURLBUT VOSBURGH	10/20/23	YOGA CLASSES	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>697.50</u>
				TOTAL:	697.50
WEST CENTRAL COMMUNICATIONS INC	10/20/23	BATTERIES	GENERAL FUND	FIRE ADMINISTRATION	<u>132.50</u>
				TOTAL:	132.50
WINE MERCHANTS	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	496.40
	10/20/23	WINE	LIQUOR	NON-DEPARTMENTAL	1,172.00
	10/20/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>17.82</u>
				TOTAL:	1,686.22
WORTHINGTON GLASS INC	10/20/23	ART MOBILE BROKEN WINDOW	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>196.92</u>
				TOTAL:	196.92
WORTHINGTON NOON KIWANIS CLUB	10/20/23	2023-2024 DUES	GENERAL FUND	ADMINISTRATION	<u>135.00</u>
				TOTAL:	135.00
WORTHINGTON REGIONAL ECON DEV CORP	10/20/23	AUGUST DUES	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	3,583.33
	10/20/23	SEPTEMBER DUES	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	<u>3,583.33</u>
				TOTAL:	7,166.66
YMCA	10/20/23	2023 CONTRACT PAYMENT OCTO RECREATION		RECREATION PROGRAMS	<u>5,110.00</u>
				TOTAL:	5,110.00

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

101	GENERAL FUND	55,051.16
229	RECREATION	121,440.74
231	ECONOMIC DEV AUTHORITY	7,166.66
401	IMPROVEMENT CONST	74,168.78
419	TI DIST #7, REDEV AMEND 5	670,834.00
431	AQUATIC CENTER FACILITY	2,220.00
601	WATER	3,029.89
602	MUNICIPAL WASTEWATER	3,707.77
604	ELECTRIC	578,525.15
605	INDUSTRIAL WASTEWATER	44,963.32
606	STORM WATER MANAGEMENT	16,739.58
609	LIQUOR	108,555.24
612	AIRPORT	15,314.33
702	DATA PROCESSING	16,109.29
703	SAFETY PROMO/LOSS CTRL	7,951.92
872	CABLE TELEVISION	3,289.10

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GRAND TOTAL: 1,729,066.93  
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PACKET: 04892 PAYROLL 10/13/2023 - 9  
VENDOR SET: 01 CITY OF WORTHINGTON \*\*\* DRAFT/OTHER LISTING \*\*\*  
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
D00173		DEFERRED COMP- MINNESOTA STATE	D	10/18/2023			002052	7,291.53
E00088		EFTPS	D	10/18/2023			002053	63,424.44
M00309		MINNESOTA STATE RETIREMENT SYSTD	10/18/2023				002054	2,325.00
O00021		OPTUM HEALTH FINANCIAL	D	10/18/2023			002055	9,946.60
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD	10/18/2023				002056	52,786.98
S00202		STATE OF MINNESOTA DEPT OF REVED	10/18/2023				002057	12,795.33

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	148,569.88	148,569.88
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	6	0.00	148,569.88	148,569.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ALLEGIANT UTILITY SERVICES LLC	10/13/23	WATER METER INSTALLATION	WATER	FA DISTR METERS	<u>26,433.84</u>
				TOTAL:	26,433.84
AMERICAN ENGINEERING TESTING INC	10/13/23	OXFORD ST RECONSTRUCTION	IMPROVEMENT CONST	OXFORD STREET RECON	<u>1,015.00</u>
				TOTAL:	1,015.00
ARAMARK	10/13/23	4 WEEK TOWEL DELIVERY SERV	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>193.46</u>
				TOTAL:	193.46
BOLTON & MENK INC	10/13/23	CHLORINE REDUCTION PROJECT	MUNICIPAL WASTEWAT	O-PURIFY MISC	93.50
	10/13/23	WWTF FACILITY IMPROVEMENTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	<u>16,520.50</u>
				TOTAL:	16,614.00
BORDER STATES ELECTRIC SUPPLY	10/13/23	PAINT STICK	ELECTRIC	O-DISTR MISC	41.53
	10/13/23	SLICES STOCK	ELECTRIC	M-DISTR ST LITE & SIG	2,099.94
	10/13/23	TAPE, WIRE AND OTHER 600V	ELECTRIC	FA DISTR UNDRGRND COND	1,274.92
	10/13/23	LUGS	ELECTRIC	FA DISTR STATION EQUIP	<u>199.80</u>
				TOTAL:	3,616.19
BRENNITAG GREAT LAKES LLC	10/13/23	PHOSPHATE MSP	WATER	O-PURIFY	<u>14,342.03</u>
				TOTAL:	14,342.03
BUFFALO RIDGE CONCRETE INC	10/13/23	CONCRETE FOR LIGHT POLES	ELECTRIC	FA DISTR ST LITE & SIG	<u>750.63</u>
				TOTAL:	750.63
BUREAU OF CRIM APPREHENSION	10/13/23	CJDN YEARLY ACCESS FEE	GENERAL FUND	POLICE ADMINISTRATION	<u>600.00</u>
				TOTAL:	600.00
BYRNE JOE	10/13/23	TECH DAYS LODGING	ELECTRIC	O-DISTR MISC	<u>161.97</u>
				TOTAL:	161.97
C & B OPERATIONS LLC	10/13/23	MOWER OIL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>75.74</u>
				TOTAL:	75.74
CILENGI, MARILYN	10/13/23	FE ENGINEERING EXAM	GENERAL FUND	ENGINEERING ADMIN	<u>175.00</u>
				TOTAL:	175.00
COOPERATIVE ENERGY COMPANY 02642198	10/13/23	FUEL	GENERAL FUND	FIRE ADMINISTRATION	<u>110.64</u>
				TOTAL:	110.64
CULLIGAN OF WORTHINGTON	10/13/23	SOFTENER SALT	RECREATION	ICE ARENA	<u>250.00</u>
				TOTAL:	250.00
CUMMINGS, JENNIFER	10/13/23	GFAO INTERMEDIATE CLASS	DATA PROCESSING	DATA PROCESSING	<u>352.85</u>
				TOTAL:	352.85
CUSTOM GRAPHICS	10/13/23	LAVENDER SHIRT	GENERAL FUND	ADMINISTRATION	<u>20.00</u>
				TOTAL:	20.00
DAKOTA SUPPLY GROUP INC	10/13/23	CONSEAL RUBBER SEALANT	ELECTRIC	FA DISTR STATION EQUIP	269.10
	10/13/23	CONSEAL RUBBER SEALANT	ELECTRIC	FA IMPROVE OTHER THAN	<u>134.55</u>
				TOTAL:	403.65
ELECTRIC CONSTRUCTION COMPANY	10/13/23	ELECTRICAL SERVICE WORK RT	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>1,169.00</u>
				TOTAL:	1,169.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FASTENAL COMPANY	10/13/23	BOLTS	ELECTRIC	FA DISTR STATION EQUIP	179.10
	10/13/23	FOAM DUCT SEAL	ELECTRIC	FA DISTR STATION EQUIP	46.25
	10/13/23	WASHERS	ELECTRIC	FA DISTR STATION EQUIP	<u>30.42</u>
				TOTAL:	255.77
FERGUSON ENTERPRISES LLC #1657	10/13/23	PLUMBING PARTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	39.73
	10/13/23	PLUMBING PARTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>23.42</u>
				TOTAL:	63.15
FRONTIER COMMUNICATION SERVICES	10/13/23	PHONE SERVICE	WATER	O-PUMPING	49.83
	10/13/23	PHONE SERVICE	WATER	O-PURIFY MISC	66.74
	10/13/23	PHONE SERVICE	WATER	O-PURIFY MISC	40.25
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.74
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	57.17
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.74
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.74
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.25
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	50.84
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.74
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.74
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	64.42
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	41.83
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	64.66
	10/13/23	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	41.83
	10/13/23	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	75.34
	10/13/23	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	131.53
	10/13/23	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>25.51</u>
				TOTAL:	1,083.90
HYUNMYEONG GOO	10/13/23	2023 SCREENING COMM CONFER	GENERAL FUND	ENGINEERING ADMIN	<u>104.80</u>
				TOTAL:	104.80
GOPHER STATE ONE CALL	10/13/23	MONTHLY LOCATE SERVICE	WATER	O-DISTR MISC	71.55
	10/13/23	MONTHLY LOCATE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	71.55
	10/13/23	MONTHLY LOCATE SERVICE	ELECTRIC	O-DISTR MISC	<u>143.10</u>
				TOTAL:	286.20
GRAHAM TIRE OF WORTHINGTON INC	10/13/23	SQUAD #21-27 TIRE REPAIR	GENERAL FUND	POLICE ADMINISTRATION	9.98
	10/13/23	SQUAD #21-27 TIRE REPAIR	GENERAL FUND	POLICE ADMINISTRATION	64.80
	10/13/23	SQUAD #22-29 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	46.93
	10/13/23	SQUAD #22-29 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>22.95</u>
				TOTAL:	144.66
GRAINGER	10/13/23	GLUE BOARDS	ELECTRIC	M-DISTR STATION EQUIPM	<u>44.10</u>
				TOTAL:	44.10
HARVEY SIGN SERVICE LLC	10/13/23	LETTER UNIT #209	WATER	O-DISTR MISC	<u>125.00</u>
				TOTAL:	125.00
HAWKINS INC	10/13/23	2000# CHLORINE CYLINDER	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,439.25
	10/13/23	SODIUM BISULFITE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>549.00</u>
				TOTAL:	1,988.25
IDEAL LANDSCAPE & DESIGN INC	10/13/23	SUNSET PARK PARKING LOT	RECREATION	NON-DEPARTMENTAL	8,100.35-
	10/13/23	SUNSET PARK PARKING LOT	RECREATION	PARK AREAS	<u>162,006.71</u>
				TOTAL:	153,906.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
INTEGRITY AVIATION INC	10/13/23	FBO OCTOBER MANAGEMENT	AIRPORT	O-GEN MISC	2,312.00
				TOTAL:	2,312.00
IUOE LOCAL 49 FRINGE BENEFIT FUND	10/13/23	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	331.58
	10/13/23	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	96.23-
	10/13/23	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	73.67
	10/13/23	HEALTH INS-OCT FOR NOV	GENERAL FUND	NON-DEPARTMENTAL	213.00
	10/13/23	HEALTH INS-OCT FOR NOV	GENERAL FUND	NON-DEPARTMENTAL	98.74
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	231.17
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	94.79
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	980.69
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	271.58
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	1,052.35
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	479.89-
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	351.19
	10/13/23	HEALTH PREMIUM 49ERS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	65.43-
	10/13/23	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	451.68
	10/13/23	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	223.27-
	10/13/23	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	416.99
	10/13/23	HEALTH INS-OCT FOR NOV	RECREATION	NON-DEPARTMENTAL	147.90
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	494.12
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	528.06
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	512.97
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	301.74
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,908.57
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,068.85-
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,443.74
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	196.33-
	10/13/23	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	298.87
	10/13/23	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	49.26
	10/13/23	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	36.24
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2023 LAKE AVE & TOWER	173.51
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	45.26
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	10.65
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	15.09
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	240.07
	10/13/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CHURCH AVE-CLARY TO BE	45.26
	10/13/23	HEALTH INS PREMIUM 49ERS	TI DIST #7, REDEV	NON-DEPARTMENTAL	23.96
	10/13/23	HEALTH INS PREMIUM 49ERS	TI DIST #7, REDEV	NON-DEPARTMENTAL	42.87
	10/13/23	HEALTH PREMIUM 49ERS	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	135.79
	10/13/23	HEALTH PREMIUM 49ERS	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	270.19
	10/13/23	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	532.50
	10/13/23	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	548.41
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	215.48
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	171.70
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	289.91
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	366.10
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	782.19
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	1,154.42
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	551.99
	10/13/23	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	235.69
	10/13/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,177.93
	10/13/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,089.59
	10/13/23	HEALTH PREMIUM 49ERS	WATER	FA MISC	90.15
	10/13/23	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	418.52
	10/13/23	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	501.78

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/13/23	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	731.08
	10/13/23	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	738.21
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	184.97
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	290.16
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,135.85
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,347.89
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	641.94
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	651.13
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	846.30
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	879.66
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,333.72
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,004.29
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	PROJECT #15	131.75
	10/13/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	PROJECT #15	10.02
	10/13/23	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	99.62
	10/13/23	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	256.79
	10/13/23	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	564.52
	10/13/23	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	<u>1,684.19</u>
			TOTAL:		29,820.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	10/13/23	GREASE HOSE SETTLING TANKS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	56.50
	10/13/23	GREASE HOSE SETTLING TANKS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>77.02</u>
			TOTAL:		133.52
JSA SERVICES INC	10/13/23	TOWELS	GENERAL FUND	PAVED STREETS	<u>402.22</u>
				TOTAL:	402.22
LAMPERTS YARDS INC-2600013	10/13/23	NUTS/BOLTS	ELECTRIC	FA DISTR STATION EQUIP	2.40
	10/13/23	NUTS/BOLTS	ELECTRIC	FA DISTR STATION EQUIP	2.40
	10/13/23	FASTENERS	ELECTRIC	FA DISTR STATION EQUIP	12.49
	10/13/23	FASTENERS	ELECTRIC	FA DISTR STATION EQUIP	<u>31.03</u>
			TOTAL:		48.32
LAW ENFORCEMENT LABOR SERVICES INC #27	10/13/23	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>329.16</u>
				TOTAL:	329.16
LEWIS & CLARK REGIONAL WATER SYSTEM IN	10/13/23	CAPACITY CHARGE 57,120,000	WATER	O-SOURCE MISC	32,558.40
	10/13/23	WATER RATE: 47,600,000	WATER	O-SOURCE MISC	<u>33,320.00</u>
			TOTAL:		65,878.40
LOU'S GLOVES INC	10/13/23	NITRILE GLOVES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	106.00
	10/13/23	NITRILE GLOVES	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>106.00</u>
			TOTAL:		212.00
MACQUEEN EQUIPMENT LLC	10/13/23	CATCH BASIN	STORM WATER MANAGE	STORM DRAINAGE	<u>15,900.00</u>
				TOTAL:	15,900.00
MINNESOTA CHILD SUPPORT PAYMENT CTR	10/13/23	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	25.34
	10/13/23	SUPPORT ORDER	STORM WATER MANAGE	NON-DEPARTMENTAL	<u>114.48</u>
			TOTAL:		139.82
MINNESOTA DEPARTMENT OF COMMERCE	10/13/23	DIRECT DOC & PUC CHARGES	ELECTRIC	PROFESSIONAL SERVICES	<u>510.66</u>
				TOTAL:	510.66
MINNESOTA ENERGY RESOURCES CORP	10/13/23	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	81.40
	10/13/23	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	93.99



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/13/23	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	74.92
	10/13/23	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,075.00
	10/13/23	MONTHLY SERVICE	RECREATION	FIELD HOUSE	174.22
	10/13/23	MONTHLY SERVICE	WATER	O-DISTR MISC	17.19
	10/13/23	MONTHLY SERVICE	WATER	O-DISTR MISC	43.71
	10/13/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	17.19
	10/13/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	34.38
	10/13/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	<u>43.70</u>
				TOTAL:	2,655.70
MINNESOTA POLLUTION CONTROL	10/13/23	WW CONFERENCE REG DUTISMAN	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>390.00</u>
				TOTAL:	390.00
MINNESOTA VALLEY TESTING LABS INC	10/13/23	MINNESOTA VALLEY TESTING L	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>760.32</u>
				TOTAL:	760.32
MISCELLANEOUS V	10/13/23	OVERPAYMENT ON #990000613-	WATER	NON-DEPARTMENTAL	494.00
ALEM, GEREMEW W	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	74.49
AYE, WIN MYAT	10/13/23	UTILTY REFUND	ELECTRIC	NON-DEPARTMENTAL	43.74
CLARKE, LOGAN G	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	91.42
UNITED COMMUNITY ACTIO	10/13/23	UTILITY REFUND- DENG	ELECTRIC	NON-DEPARTMENTAL	95.00
KELLOGG-DOWNS, SAMANTH	10/13/23	UTILITLY REFUND	ELECTRIC	NON-DEPARTMENTAL	94.88
MONTEZ, SARA	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	162.30
OMOT, OPOTHY	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	57.02
RAMIREZ, ROBERTA R	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	47.12
RODAS CHICAS, BRENDA D	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	44.67
SAZAMA, MEGAN J	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	26.32
DIEGUEZ, LUIS A	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	193.33
MELENDEZ ROSA, DEBORA	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	32.91
REYNOSO FLORES, RAFAEL	10/13/23	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	57.87
JOHNSON, KURT	10/13/23	AIR CONDITIONER	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
PFEIFER, CRAIG & KAREN	10/13/23	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	325.00
RACHUY, HOWARD	10/13/23	MISCELLANEOUS VENDOR	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
ROHWER, STEVE	10/13/23	DEHUMIDIFIER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
VOSS, LYLE	10/13/23	AIR CONDITIONER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
WINDSCHITL, LEON	10/13/23	MISCELLANEOUS VENDOR	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
ALEM, GEREMEW W	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	4.23
AYE, WIN MYAT	10/13/23	UTILTY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.67
CLARKE, LOGAN G	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.70
UNITED COMMUNITY ACTIO	10/13/23	UTILITY REFUND- DENG	ELECTRIC	ACCTS-RECORDS & COLLEC	1.33
KELLOGG-DOWNS, SAMANTH	10/13/23	UTILITLY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	3.39
MONTEZ, SARA	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	8.44
OMOT, OPOTHY	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	3.34
RAMIREZ, ROBERTA R	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	7.17
RODAS CHICAS, BRENDA D	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.39
SAZAMA, MEGAN J	10/13/23	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>1.04</u>
				TOTAL:	2,670.77
MORRIS ELECTRONICS INC	10/13/23	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	106.25
	10/13/23	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	250.00
	10/13/23	TECHINCAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	62.50
	10/13/23	SOFTWARE SYMANTEC	WATER	ACCTS-RECORDS & COLLEC	88.85
	10/13/23	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	106.25
	10/13/23	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	250.00
	10/13/23	TECHINCAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	62.50
	10/13/23	SOFTWARE SYMANTEC	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	88.85

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/13/23	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	212.50
	10/13/23	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	500.00
	10/13/23	TECHINCAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	125.00
	10/13/23	SOFTWARE SYMANTEC	ELECTRIC	ACCTS-RECORDS & COLLEC	177.70
	10/13/23	CISCO GLCS	ELECTRIC	FA DISTR STATION EQUIP	419.70
				TOTAL:	2,450.10
NATIONAL ASSOCIATION OF SCHOOL RESOURC	10/13/23	NASRO MEMBERSHIP & BASIC I	GENERAL FUND	POLICE ADMINISTRATION	550.00
				TOTAL:	550.00
PAIGE ST. JOHN	10/13/23	FORKLIFT FUEL REIMBURSEMEN	LIQUOR	O-GEN MISC	21.25
	10/13/23	MILEAGE REIMBURSEMENT	LIQUOR	O-GEN MISC	107.68
				TOTAL:	128.93
R&R SPECIALTIES OF WISCONSIN INC	10/13/23	ZAMBONI SERVICE	RECREATION	ICE ARENA	1,454.15
				TOTAL:	1,454.15
RESCO	10/13/23	15KV ELBOWS 4/0 TERMINATIO	ELECTRIC	FA DISTR UNDRGRND COND	1,163.50
				TOTAL:	1,163.50
RUNNINGS SUPPLY INC-ACCT#9502440	10/13/23	TOOLS TAPE MEASURE	WATER	O-DIST UNDERGRND LINES	39.99
	10/13/23	EPOXY	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.79
	10/13/23	OIL 10W30	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	41.88
	10/13/23	RACHET STRAPS	ELECTRIC	M-DISTR UNDERGRND LINE	9.99
				TOTAL:	99.65
SCHAAP SANITATION	10/13/23	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	119.66
	10/13/23	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	148.76
	10/13/23	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	728.11
	10/13/23	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.73
	10/13/23	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	44.21
	10/13/23	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	159.21
	10/13/23	MONTHLY SERVICE	RECREATION	FIELD HOUSE	208.45
	10/13/23	MONTHLY SERVICE	RECREATION	SOCCER COMPLEX	873.03
	10/13/23	MONTHLY SERVICE	RECREATION	PARK AREAS	728.11
	10/13/23	MONTHLY SERVICE	RECREATION	PARK AREAS	104.73
	10/13/23	MONTHLY SERVICE	RECREATION	PARK AREAS	295.68
	10/13/23	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	625.98
	10/13/23	MONTHLY SERVICE	RECREATION	10TH STREET PAVILION	182.16
	10/13/23	MONTHLY SERVICE	WATER	O-DISTR MISC	119.40
	10/13/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	343.50
	10/13/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	207.74
	10/13/23	MONTHLY SERVICE	LIQUOR	O-GEN MISC	298.58
	10/13/23	MONTHLY SERVICE	AIRPORT	O-GEN MISC	106.27
				TOTAL:	5,398.31
SHINE BROS CORP OF MINN	10/13/23	STEEL	ELECTRIC	FA DISTR STATION EQUIP	12.11
	10/13/23	STEEL	ELECTRIC	FA DISTR STATION EQUIP	65.10
	10/13/23	STEEL	ELECTRIC	FA DISTR STATION EQUIP	27.13
	10/13/23	STEEL	ELECTRIC	FA DISTR STATION EQUIP	185.24
				TOTAL:	289.58
SITEONE LANDSCAPE SUPPLY HOLDING, LLC	10/13/23	SPLASH PAD	RECREATION	SWIMMING BEACHES	404.27
				TOTAL:	404.27
THOMSON REUTERS - WEST	10/13/23	JULY SOFTWARE CHARGES	GENERAL FUND	POLICE ADMINISTRATION	274.39

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	10/13/23	SEPT 2023 CHARGES	GENERAL FUND	POLICE ADMINISTRATION	<u>288.11</u>
				TOTAL:	562.50
TRI-STATE RENTAL CENTER	10/13/23	BOSCH CHISEL	ELECTRIC	O-DISTR STATION EXPENS	<u>16.80</u>
				TOTAL:	16.80
WORTHINGTON REGIONAL ECON DEV CORP	10/13/23	2023 STAKEHOLDER MEMBERSHI	ELECTRIC	ACCTS-ASSISTANCE	<u>5,000.00</u>
				TOTAL:	5,000.00

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

101	GENERAL FUND	8,646.31
202	MEMORIAL AUDITORIUM	2,234.21
229	RECREATION	164,223.33
401	IMPROVEMENT CONST	1,630.34
419	TI DIST #7, REDEV AMEND 5	472.81
601	WATER	116,355.89
602	MUNICIPAL WASTEWATER	32,041.62
604	ELECTRIC	16,544.13
606	STORM WATER MANAGEMENT	18,619.60
609	LIQUOR	427.51
612	AIRPORT	2,418.27
702	DATA PROCESSING	352.85

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GRAND TOTAL: 363,966.87  
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