WORTHINGTON CITY COUNCIL

AGENDA

7:00 P.M. - Monday, December 11, 2017
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 ON PROPOSED IMPROVEMENTS - WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS - ENGINEERING CASE ITEM 1 (BLUE)

1. Open Hearing
2. Hearing Presentation
3. Testimony
4. Close Hearing
5. Action on Hearing

E. CONSENT AGENDA

1. CITY COUNCIL MINUTES (WHITE)

    a. City Council Minutes of Special Meeting November 21, 2017
    b. City Council Minutes of Regular Meeting November 27, 2017

2. MINUTES OF BOARDS AND COMMISSIONS (PINK)

    a. Water and Light Commission Minutes of Regular Meeting December 4, 2017
    b. Housing and Redevelopment Authority Board Minutes of October 18, 2017
    c. Worthington Housing and Redevelopment Authority Board Minutes of Special Meeting October 30, 2017
    d. Park and Recreation Advisory Board Minutes of November 20, 2017
    e. Center for Active Living Committee Minutes of November 13, 2017
    f. Worthington Area Convention and Visitors Bureau Minutes of

September 27, 2017

g. Planning Commission Minutes of December 5, 2017

3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Audit Engagement Letter

b. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Item(s)

1. 2018 Hangar Lease Rates - Worthington Municipal Airport

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

F. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Items

1. Resolutions Approving the 2017 Tax Levies Collectible in 2018

2. 2018 Budget Resolution

3. Third Reading Proposed Ordinance Amending Storm Sewer Utility Rates

4. Third Reading Proposed Ordinance Amending Chapter 55 of the Worthington City Code - Street Lighting

5. Third Reading Proposed Ordinance Change of Zone - T&S Rentals, LLC.

6. Second Reading Proposed Ordinance Annexing 29 Acres Owned by South Shore Acres, LLC.

7. Engagement for Buyer's Listing Agent Services

8. Community Growth Sub-Committee Presentation and Discussion

9. Second Council Meeting in December

G. CITY COUNCIL BUSINESS - PUBLIC UTILITIES (YELLOW)

Case Items

1. 2018 Utility Department Strategic Financial Plans

H. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)

Case Items

1. Consideration of Resolution Authorization to Enter into a Joint Powers Agreement with the State of Minnesota

I. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Items

1. Minnesota State Mankato - Studio Team Presentation

J. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Items

2. Amendment to Professional Services Agreement for Replacement of 10th Avenue Bridge

3. Cooperative Construction Agreement with Nobles County

4. Amendment to Professional Services Agreement with SRF for Development of Oxford Street Reconstruction Layout

K. CITY COUNCIL BUSINESS - COMMUNITY/EC DEVELOPMENT (GRAY)

Case Items

1. Conditional Use Permit - AMCON Concrete Products and Cemstone Materials

2. First Reading - Text Amendment (Taprooms)

L. COUNCIL COMMITTEE REPORTS

1. Mayor Kuhle
2. Council Member Janssen
3. Council Member Oberloh
4. Council Member Cummings
5. Council Member Ernst
6. Council Member Harmon

M. CITY ADMINISTRATOR REPORT

N. CLOSED SESSION UNDER MINN. STATUTE 13D.05, SUBD. 3(C)(3) - REAL ESTATE ACQUISITION - PARCEL NO'S. 31-3889-000, 31-3885-500, 31-3887-500

1. Motion to Close Meeting
2. Discussion
3. Re-Open Meeting

O. ADJOURNMENT

WORTHINGTON CITY COUNCIL
SPECIAL MEETING, NOVEMBER 21, 2017

The meeting was called to order at 6:35 a.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon.

Staff present: Steve Robinson, City Administrator; Brian Kolander, Finance Director; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Karl Evers-Hillstrom, The Globe; Jason Vote, Mark Thier; Tammy Makram; Bill Wettering (6:49 a.m.); Tom Johnson (6:53 a.m.).

CITY COUNCIL BUSINESS

It was decided that Item B.1. *Community Growth Sub-Committee Progress Report* would be moved to later in the agenda to allow for server access when maintenance on the server was complete.

Prairie View - Boy Scouts Progress Report - Todd Wietzema, Public Works Director, provided an update, noting that 3.4 acres are needed for the Boy Scouts at the former Prairie View site. He will work with the attorney to see what we need for a lease. The Administrator and he met with the Okabena-Ocheda Watershed Board - they are interested in taking over the remaining land at Prairie View, and doing a land swap for property they own south of Highway 60. They will work with the Scouts regarding the trails and other amenities. Mr. Wietzema also recommended the area for the Boy Scouts be increased up to 5 acres.

Council Member Oberloh requested that if we're going to sit down with the Boy Scouts we should also sit down with the Watershed people and get some guarantees that there will always be trails, and some perpetuals things to protect it - to be sure it is never farmed.

Council Member Janssen said he would be against the land swap as it is not in City limits.

Council consensus was to increase the area for the Boy Scouts to five acres, which includes the right-of-way.

Community Growth Sub-Committee Progress Report

> Pavilion - staff displayed a concept drawing of the proposed pavilion on the City-owned lot at the intersection of 10th Street and Second Avenue. The cost is still "in flux" and needs to be fine tuned. The proposal includes four restroom facilities, with two of them heated for year-round use. The original estimate was close to $1.9 million, but revised estimates are still questionable. The will be meeting next week to try to fine tune those costs.
>
> Beach Nook - Steve Robinson, City Administrator, displayed a concept drawing of the

proposed new Beach Nook building, noting the current facility would be operational during construction. It includes an outdoor shower area, and a year-round family style restroom. Estimated cost is $830,220.61. The retail area will be the same the current facility, with approximately 400 square feet of storage space that could potentially be used for an additional business, such as kayak rentals. The larger restrooms will close for the winter months. A splash pad is not included at this time. Trail lighting is being looked at on two of the walk trails, Olson Park around to Bay Street, and Centennial Park out to Oxford Street.

Memorial Auditorium Seat Replacement Project - Tammy Makram, Memorial Auditorium Manager, said the new seats they were looking at are four inches wider than the present seats and deeper. With the additional size, one row of seats would be eliminated for certain, possibly two, and a seat at the end of each row would also be lost. Balcony seating is still confined by the concrete slabs there, resulting in the same number of rows but fewer seats. It would take eight weeks of production time for the seats, and a five week process to replace them. Total estimated cost is $298,750. Installation of tile flooring was proposed, but consensus was to go with concrete and epoxy. There will be a wheelchair ramp in the rear on the main floor, and rails will be installed in the balcony. Number of seats will be reduced from 735 to 625. Staff reviewed the project schedule, noting they would start to put it together in December or January to advertise for bids in February and award in mid-March. Construction would begin in June. The funds are on hand.

Worthington Regional Economic Development Corporation 2018 Budget - Bill Wetering, President of WREDC, mentioned the previous de-funding conversation, but if the City doesn't think it's working for them, that's a decision they need to make. Mr. Wetering said the organization has a long and successful legacy here. The City needs WREDC - they are looking to reduce the funding when they should be increasing it. Council Member Oberloh said there is no other mechanism in place to provide the services that WREDC provides - he would vote to keep funding in place. Mayor Kuhle said Council dedicated $4 million in funding for economic development at their last meeting, but it wasn't directly to WREDC. He would propose to reduce the $86,000 in funding to WREDC by 25% to be held by the City. WREDC could apply for the funds if they had a special project. Council Member Harmon noted that consensus of the Water and Light Commission was to not reduce their funding to WREDC, but formal action had not yet been taken. Council Member Oberloh said WREDC needs to get the private sector to step up.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to keep the 2018 level of funding for WREDC the same as in 2017.

Library - Community Education Collaborative Project Update

Tom Johnson, Nobles County Administrator, reported to Council that, after the initial study, the cost estimate for the collaborative project is $26 to $30 million - adding that, for any of us entities, it won't be possible to come out of our pockets. He did speak to Lt. Governor Tina Smith's staff about

getting the project in the bonding bill. Mr. Johnson said if we wish LHB to continue and put that package together for presentation, it will be a commitment of $6,000 to $10,000 or up to $3,300 per each of the three entities. Council Member Ernst said she was in favor of spending a couple thousand dollars if it could get us several million in funding. Council Member Oberloh said he was not behind the project at all at this point as the City has needs of its own. Perhaps in a different location, but not here because of the soil remediation. Council Member Ernst said it is a positive thing for the city, and doing it collaboratively will be a cost savings. Council Member Janssen concurred. Council Member Oberloh said he isn't against the collaboration, but not at that location and at that level. Mayor Kuhle said he thought it would be a minimal investment to at least look at it further. Council Member Harmon agreed with Council Members Janssen and Ernst. Council Member Cummings said he agreed with Council Member Oberloh on some of this - we have needs. Also, he is on the Chamber Board, and following a study, they decided this was not the location they want to be in, or the collaboration to be part of, for the Chamber/CVB. He doesn't have an issue with $2,000 or $3,000 to look at one more step, but then is there another, and then we keep putting money into it and extending the time line. He sees the benefit of the site being something different, but is it worth the time and money with what the City will get out of it.

The motion was made by Council Member Harmon and seconded by Council Member Janssen to commit up to $3,300 to go to the next step, with the following members voting in favor of the motion: Janssen, Cummings, Ernst, Harmon; and the following members voting against the motion: Oberloh. Motion carried.

FAIRGROUNDS ROAD IMPROVEMENTS

Todd Wietzema, Public Works Director, said he and Council Member Cummings met with representatives from District 518, the County Fair Board, the Historical Society and Nobles County regarding the fairgrounds entrance road, based on interest expressed by Council at a previous budget meeting. There was no commitment, it was informational only - looking at doing a part of the road until permanent funding could be found. The County Engineer will provide more accurate soil testing, and a cost estimate to perform the repairs in pieces and fully. Options for funding were discussed.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to have Todd Wietzema to work with the County and bring numbers back to full Council when available.

LAKE AMENITIES GROUP

Mayor Kuhle was requesting formation of a group to identify potential amenity projects for Lake Okabena to come up with a vision and a plan if possible - where do we want to go, how do we get there, and what type of funding is available. Suggested committee members were: Council Members

Cummings and Oberloh, Chad Nixon, Jay Milbrandt, Mark Thier, Jason Vote, Scott Rall.

Jason Vote, President of the Lake Okabena Improvement Association, provided a brief background on that organization, noting that he and Mark Thier, who was also present at the meeting, have spent countless hours talking about the vision for the lake and the things that could be done. It all comes down to money. Jay Milbrandt has also had that discussion with him. He commended the group for moving forward with a focus group. Mr. Vote said we need to have part of a new half-cent sales tax dedicated to the lake, and noted he would very much be willing to be part of the focus group. Mark Thier said he could help more on the cleaning and dredging of the lake, taking samples, etc.

The motion was made by Council Member Harmon and seconded by Council Member Ernst to set up the committee as listed. Council Member Oberloh noted that Jay Milbrandt be put on as as ex-officio if it is an official City committee, as that would require him to be a resident. He also requested that the Committee be tasked with figuring out what the main reason is that we're on an impaired waters list, and do what we need to upstream before we do anything to the lake. E.O. Olson would be our first funding source. The motion was unanimously carried.

PBK REAL ESTATE PURCHASE AGREEMENT

Steve Robinson, City Administrator, reported that Rebecca Kurtz, Ehlers and Associates, had confirmed that the proposed purchase agreement as submitted to PBK, including offering a rebate on a portion of the purchase price upon completion of the project, did not conflict with business subsidy statutes. He forwarded the agreement to PBK November 6th but has not heard back from them. The agreement has a closing date of December 31, 2017.

AG LEASE UPDATE

Steve Robinson, City Administrator, noted the terms offered to the Lesee have been accepted, the Attorney is working on the paperwork.

COUNCIL UPDATE ON DISCUSSIONS WITH A POTENTIAL RESTAURANT DEVELOPER

Steve Robinson, City Administrator, said he has had some discussions with a group from central Minnesota looking to potentially open a bar/restaurant here. The challenge is the number of employees needed - which may determine their decision.

ADJOURNMENT

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 8:22 p.m.

Janice Oberloh, MCMC
City Clerk

WORTHINGTON CITY COUNCIL
REGULAR MEETING, NOVEMBER 27, 2017

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon. Honorary Council Member: Bob Wethor.

Staff present: Steve Robinson, City Administrator; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services; Troy Appel, Public Safety Director, Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk.

Others present: Justine Wettschreck, KWOA; Karl Evers-Hillstrom, The Globe; Andy Johnson, Executive Director YMCA.

The Pledge of Allegiance was recited.

AGENDA CLOSED / APPROVED

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to close / approve the agenda as presented.

CONSENT AGENDA APPROVED

The motion was made by Council Member Janssen, seconded by Council Member Harmon and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular Meeting November 13, 2017
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting November 20, 2017; Water and Light Commission Minutes of Regular Meeting November 6, 2017; Park & Recreation Advisory Board Minutes of October 30, 2017; Worthington Public Arts Commission Meeting of October 26, 2017; Heron Lake Watershed Board Minutes of September 19, 2017
- Municipal Liquor Store Income Statement for the Period January 1, 2017 through October 31, 2017
- Application for Exemption from Lawful Gambling Permit - Minnesota West Foundation
- Application for Exemption from Lawful Gambling Permit - Worthington Area YMCA
- 2018 License Renewal Applications as presented
- 2018 Park User Fees and Olson Park Campground Rates
- Supplemental Agreement No. 1 to Industrial Wastewater Sanitary Sewer I-90 Crossing Replacement Project
- Contract with American Engineering Testing
- Bills payable and totaling $679,731.64 be ordered paid

SECOND READING PROPOSED ORDINANCE AMENDING STORM SEWER UTILITY

RATES

Pursuant to published notice, this was the time and date for the second reading of a proposed ordinance amending Title V, Chapter 54 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 54, Section 54.04 (C), is hereby amended and shall read as follows:

(C) The annual fee per acre for residential is $264.00

The ordinance would become effective January 1, 2018 if adopted.

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

SECOND READING PROPOSED ORDINANCE AMENDING CHAPTER 55 OF THE WORTHINGTON CITY CODE - STREET LIGHTING

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance amending Title V, Chapter 55 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 55, Section 55.03, is hereby amended to add the following definition:

STREET LIGHTING SYSTEM. Network of lighting equipment designed and used for illumination of streets, alleys and other public ways used by vehicles or pedestrians for travel.

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

SECOND READING PROPOSED ORDINANCE CHANGE OF ZONE - T&S RENTALS, LLC.

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance amending Title XV of the Worthington City Code to rezone certain property as follows:

The following legally described area, presently included in the "R-3" district, shall henceforth be included in the "B-3" district:

North 200 feet of Lot 10, Block 53, Second Addition to Worthington, Nobles

County, Minnesota.

Adoption of the ordinance will allow the applicant to increase the number of storage units up to five, adjust their layout, and increase sidewalls to up to16 feet through a new conditional use permit, which was approved by Council at their regular meeting November 13, 2017, contingent upon adoption of the ordinance.

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

SALE OF PARCELS BY YELLOW COMPANY, LLC APPROVED

Steve Robinson, City Administrator, said staff had been notified by representatives of Yellow Company, LLC of their intent to sell two parcels at the former Northland Mall site. The City had provided Yellow Company a loan to finance certain development costs including site acquisition, mall demolition and special assessments, in an amount up to $2,450,000.00. Under the terms of the loan agreement, Yellow Company shall apply the net proceeds received in the sale of the parcels to the City for repayment of the Upfront Assistance Loan. The net proceeds from the sale of these two parcels is $ 1,429,974.00.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to approve the sale of the parcels by Yellow Company, LLC.

In response to a question from Council Member Harmon, Mr. Robinson confirmed that the proceeds will go back in the hospital sale fund as the loan was made from that fund.

NOMINATING COMMITTEE RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS/RE-APPOINTMENTS APPROVED

The Nominating Committee met on November 20, 2017 and were making the following recommendations for Committee appointments/re-appointments:

Center for Active Living -	Appoint Diane Graber for a three-year term to replace Simon Koster, who declined to serve a second term. Term expires 12/31/2020
	Appoint John Widboom for a three-year term to replace Clair Williams, who declined to serve a second term. Term expires 12/31/2020

Charter Commission -	Appoint the following for a four-year term, terms expire March 31, 2021: Larry Iten, Phillip Benson, Tom Macklin, Josh Miller, Pat Remme, Pat O'Neil, Paul Woll to replace: Jeff Williamson, Charles Moore, Jerry Eykyn, Ellen Copperud, Royce Boehrs, William Wettering and Darlene Macklin who's terms expired and were not eligible for re-appointment Re-appoint Mike Kuhle for second four-year term
Nominating Committee -	Re-appoint Darlene Macklin for a second five year term, term to expire 11/30/2022

The motion was made by Council Member Harmon, seconded by Council Member Janssen and unanimously carried to approve the Nominating Recommendations for Committee appointments and re-appointments, noting that Darlene Macklin's name had been omitted from the list of

RESOLUTION NO. 2017-11-05 ADOPTED ACCEPTING PROGRAM FUNDS

Troy Appel, Public Safety Director, said an anonymous donor donated $500 to the Worthington Police Department to be distributed to members of the public through a Secret Santa Program. Patrol Officers will give out twenty and fifty dollar bills tucked inside Christmas cards during traffic stops before Christmas.

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

RESOLUTION NO. 2017-11-05

A RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

YMCA 2018 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT APPROVED

Staff presented the proposed YMCA 2018 Summer Youth Recreation Programs Agreement for Council approval. Todd Wietzema, Public Works Director, said the contract amount is $50,630, which represents a 2.9% increase over the 2017 contract. Andy Johnson, Executive Director of the Worthington Area YMCA, said they have lengthened the time for the Summer Adventure Day Camp, which now runs from school out to school start. The number of participants is continuing to increase. The Y also runs a summer lunch program, free to kids 18 and under - they were serving 200 to 250 kids in early summer, then it trailed off to 150 to 170 kids at the end of summer.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the YMCA 2018 Summer Youth Recreation Programs Agreement.

RESOLUTION NO. 2017-11-06 ADOPTED APPROVING CHANGES IN THE SEWER RATE SCHEDULE

Dwayne Haffield, Director of Engineering, said staff developed the proposed 2018 Sewer Service Charge System, which was approved by the Water and Light Commission at their November 20, 2017 meeting. The lowest volume customer will see a slight drop in their rate, while the high volume users will see an approximate increase of 3.5%, as the connection charge has been lowered, while the usage rate has been increased.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to adopt the following resolution approving the 2018 sewer rates:

RESOLUTION NO. 2017-11-06

APPROVING CHANGES IN THE SEWER RATE SCHEDULE

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO'S. 2017-11-07 AND 2017-11-08 ADOPTED RECEIVING REPORT AND ORDERING HEARING FOR WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS PROJECT

Staff presented a feasibility report on the West Gateway Drive Area Sewer and Water Extensions prepared by Design Tree, pursuant to Council action at their August 14, 2017 meeting. Also provided to Council were the preliminary assessment rolls for the proposed improvements. Dwayne Haffield, Director of Engineering, noted to Council that the City would be assessed as any other abutting property owner, and that debt service cannot be used to pay the assessment - we must use budgeted funds.

Two options were presented for extension of the watermain. The first option extends the watermain

south on Lake Street for approximately 550 feet before turning west toward Plotts Avenue for 1,234 feet and again running south along Plotts Avenue for 741 feet, and will end with a 10" T. This option utilizes the B Street corridor for utility placement, which has not been platted, and installing the watermain under a preliminary street design limits the layout of the future development lot sizes and could restrict how the property is able to be developed in the future. Total estimated cost of this option including contingency, engineering and administration is $500,636.

Option 2 extends the 10" watermain south on South Lake Street for 150 feet before turning west running north of and parallel to an existing sanitary sewer trunk line. Before intersecting Plotts Avenue it again heads south along the ditch 1,143 feet, where it ends with a 10" x 10" Tee. Mr. Haffield said this was the preferred option. Total estimated cost of this option including contingency, engineering and administration is $499,290.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to adopt the following resolutions receiving the report and calling for a hearing at 7:00 p.m. on Monday, December 11, 2017 at the regular City Council meeting for the West Gateway Drive Area Sewer and Water Extensions project:

RESOLUTION NO. 2017-11-07

RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT (Wastewater)

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2017-11-08

RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT (Water)

(Refer to Resolution File for complete copy of Resolution)

PARKING RESTRICTIONS APPROVED

Dwayne Haffield, Director of Engineering, said the Traffic and Safety Committee was making the following recommendations for parking restrictions:

Restrict parking on the East and West Sides of Pleasant Avenue from the North Side of Indian Hill Road to the South side of Eckerson Drive.

The proposed restriction was based on concerns pertaining to traffic associated with the proposed

Head Start facility on the West side of Pleasant Avenue. Mr. Haffield said the Committee acknowledged that alterations of the parking restriction could be considered in the future based on actual traffic and parking patterns.

Restrict parking on the Southwest Side of 13th Street from Clary Street to 80' Southeast effective Monday through Friday, 7:00 a.m. to 4:00 p.m.

This proposed restriction was a result of a request from Bud's Bus Service as busses have a difficult time maneuvering around the parked cars. The curb will also be painted to aid in identifying the existing no parking segment (due to a fire hydrant) on the northeast side of 13th Street at the same location.

Council Member Oberloh suggested that the restriction on Pleasant Avenue be placed only on the East side, and if it needs to be addressed to include the West side we can do that. Mr. Haffield said the Traffic and Safety Committee took the visibility of kids into consideration when making their recommendation.

Following discussion, the motion was made by Council Member Janssen and seconded by Council Member Harmon to approve the parking restrictions on Pleasant Avenue and 13th Street as recommended by the Traffic and Safety Committee, with the following Council Members voting in favor of the motion: Janssen, Cummings, Harmon; and the following Council Members voting against the motion: Oberloh, Ernst. Motion carried.

RESOLUTION NO. 2017-11-09 ADOPTED REQUESTING THAT THE MINNESOTA DEPARTMENT OF TRANSPORTATION ERECT SIGNS THAT PROCLAIM THAT VEHICLE NOISE LAWS WILL BE ENFORCED

The Traffic and Safety Committee has considered excessive truck noise several times over the past few years, with the primary complaint of the use of "jake brakes" in trucks without proper mufflers as they approach the community. The use of jake brakes by trucks east bound on TH 60 just before and after Nobles Street has generated the most complaints. Dwayne Haffield, Director of Engineering, said that although speed limit reduction signs are posted well before Nobles Street, the actual reduction appears to be occurring approaching the curve just southwest of Nobles Street and then again approaching the CSAH 35 round-about.

At their August 29, 2017 meeting, the Traffic and Safety Committee voted to recommend that Council request the Minnesota Department of Transportation to install a "Vehicle Noise Laws Enforced" sign and that Council pass the required resolution regarding enforcement. The fee of $883.80 will be funded from the Improvement Construction Fund (401) for project matching and completion.

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to adopt the following resolution requesting that the Minnesota Department of Transportation erect signs that proclaim that vehicle noise laws will be enforced:

RESOLUTION NO. 2017-11-09

REQUESTING THAT THE MINNESOTA DEPARTMENT OF TRANSPORTATION ERECT SIGNS THAT PROCLAIM THAT VEHICLE NOISE LAWS WILL BE ENFORCED

(Refer to Resolution File for complete copy of Resolution)

PETITION FOR ANNEXATION AND FIRST READING OF PROPOSED ORDINANCE - SOUTH SHORE ACRES

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, reminded Council that a petition for annexation of some land had been received, and Council had approved the annexation - we went through the process and the next step was to submit to the State. The State kicked it back as the land that we were proposing to annex was both in and out of the orderly annexation boundaries that we had defined as a city. We had two options - go through the two separate processes to bring the land into the city, or re-read our orderly annexation boundaries and go ahead with the annexations. At the November 13, 2017 meeting, Council amended and restated the boundaries and then submitted it to the State. The State indicated that we could proceed with our ordinance readings for annexation while they were processing their part.

The area to be annexed is legally described as:

> That part of Government Lot 5 and the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Worthington Township, Nobles County, Minnesota, lying southeasterly of the southeasterly right of way line of the Chicago and North Western Railroad and being more particularly described as follows:
>
> Commencing at the south quarter corner of said Section, thence North 00 degrees 08 minutes 35 seconds East, assumed bearing, along the North South Quarter line of said Section, a distance of 1,153.40 feet to the point of beginning of this description, said point also being the southeast corner of said Quarter-Quarter Section; thence continue North 00 degrees 08 minutes 35 seconds East, along said North South Quarter line, a distance of 1,088.45 feet; thence North 89 degrees 51 minutes 25 seconds West a distance of 387.90 feet; thence North 00 degrees 08 minutes 35 seconds East, parallel with said North-South Quarter line, a distance of 713.34 feet to said railroad right of way line; thence southwesterly, along said railroad right of way line, said line also being a non tangential 11,509.16 foot radius curve concave to the northwest, a distance of 117.12 feet, central angle 00 degrees 34 minutes 59

seconds; thence South 50 degrees 38 minutes 36 seconds West, along said railroad right of way line, a distance of 1,107.14 feet to the west line of said Quarter-Quarter Section; thence South 00 degrees 04 minutes 13 seconds West, along said West Quarter-Quarter Section line, a distance of 921.29 feet to the southwest corner of said Quarter-Quarter Section; thence South 85 degrees 30 minutes 15 seconds East, along the south line of said Quarter-Quarter Section, a distance of 1,334.87 feet to the point of beginning.

EXCEPT

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Nobles County, Minnesota, shown as Parcel 4 on Minnesota Department of Transportation Right of Way Plat Numbered 53-31 as the same is on file and of record in the office of the County Recorder in and for Nobles County, Minnesota.

AND EXCEPT

That land presently situated within the boundaries of the City of Worthington.

Pursuant to Title XV, Section 155.026 (G) of the City of Worthington City Code, the property shall be zoned TZ, with the exception of the following described portion of said land, which shall be zoned B3:

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township102 North, Range 40 West, Nobles County, Minnesota, described as follows:

Beginning at Right of Way Boundary Corner B3103, MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, according to the recorded plat thereof, said Nobles County; thence South 88 degrees 41minutes 48 seconds West, assumed bearing, along the north line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 50.01 feet to Right of Way Boundary Corner B3102; thence South 00 degrees 21 minutes 04 seconds East along the west line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 120.02 feet to Right of Way Boundary Corner B3101; thence South 88 degrees 41 minutes 48 seconds West, along the north Line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 497.31 feet; thence North 00 degrees 22 minutes 44 seconds West, a distance of 424.31 feet; thence North 89 degrees 37 minutes 16 seconds East, a distance of 547.45 feet to the east line of said Northeast Quarter of the Southwest Quarter; thence South 00 degrees 21 minutes 02 seconds East, a distance of 295.46 feet to said Right of Way Boundary Corner B3103.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to give a first reading to the proposed ordinance extending the corporate limits of the city of Worthington to include the 29 acres of unplatted land abutting the city of Worthington, Nobles County, Minnesota and owned by South Shore Acres, LLC.

COUNCIL COMMITTEE REPORTS

Due to the Thanksgiving Holiday, Council Members noted they had no meetings to report on.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, said he also had nothing to report.

ADJOURNMENT

The motion was made by Council Member Janssen, seconded by Council Member Ernst and unanimously carried to adjourn the meeting at 7:37 p.m.

Janice Oberloh, MCMC
City Clerk

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UNAPPROVED

WATER AND LIGHT COMMISSION MINUTES
REGULAR MEETING
DECEMBER 4, 2017

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 Gary Hoffmann with the following members present: Aaron Hagen, Michael Harmon and Lyle Ten Haken. Absent was Deb Weg (excused).

Staff members present were Scott Hain, General Manager; Deb Scheidt, Secretary to the Commission

Others present: None

AGENDA ADDITIONS/CLOSURE

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

CONSENT AGENDA APPROVED

A motion was made by Commissioner Ten Haken, seconded by Commissioner Hagen and unanimously carried to approve the consent agenda as follows:

- Water and Light Commission minutes of the regular meeting held on November 20, 2017
- Utility bills payable totaling $89,960.76 for November 24 and December 1, 2017

ELECTRIC DEPARTMENT 2018 STRATEGIC FINANCIAL PLAN

Scott Hain, General Manager, presented the 2018 Electric Department Strategic Financial Plan to the Commission for consideration. The plan includes the WPU purchasing policy, the Electric Department budget, five-year operation and maintenance expense summary, five-year capital improvement program, equipment and vehicle revolving schedule, five-year flow of funds summary, electric rate schedule and typical bills and the reserve account policy.

When compared to the 2017 budget, Mr. Hain reported that the cost for purchased power from Western Area Power Administration (WAPA) is projected to decrease by $227,683 (14.8%) while the cost of purchased power from Missouri River Energy Services (MRES) is projected to increase $40,324 (0.4%). Transmission charges are projected to increase by $569,745 (12.6%). These rate adjustments result in a $382,386 (2.4%) increase in purchased power and transmission costs over 2017.

The 2018 Electric Department operations and maintenance budget is proposed to increase by $449,379 (2.5%) when compared to 2017. When excluding purchased power and transmission costs the operations and maintenance budget is $66,993 or 3.6% higher than in 2017. When

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considering the use of $71,700 in reserve funding to offset expenditures and the exclusion of purchased power and transmission costs, there is a decrease of $4,707 (0.3%) in the operations and maintenance budget. Mr. Hain reminded Commission members that the purchased power and transmission costs account for 89.6% of the total proposed 2018 operations and maintenance costs.

The proposed 2018 fixed asset budget is projected to increase by $305,064 (23.9%). When considering the use of 2017 and 2018 reserves to offset fixed asset expenditures, the net change in "new money" fixed asset expenses in 2018 results in a decrease of $84,916 (8.0%) when compared to 2017.

Mr. Hain reported that the anticipated increase in revenue to be generated by projected 2018 sales volumes under the current retail rates is expected to be adequate to cover expenses and no change in 2018 retail electric rates is recommended.

A motion was made by Commissioner Hagen, seconded by Commissioner Harmon and unanimously carried to approve the 2018 Electric Department Strategic Financial Plan as presented.

DECLARE ELECTRIC DEPARTMENT TRAILER SURPLUS PROPERTY

A motion was made by Harmon, seconded by Commissioner Hagen and unanimously carried to declare the Electric Department's 1995 Jameson flatbed trailer as surplus property and to authorize disposal in accordance with the Commission-adopted Property Disposal Policy.

WELL LEVEL UPDATE

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

UNION NEGOTIATIONS

A motion was made by Commissioner Harmon, seconded by Commissioner Ten Haken and unanimously carried to go into closed session at 4:40 P.M. under Minnesota Statute 13D.05, Subdivision 3(a) to discuss the status of negotiations with I.U.O.E. Local #49.

A motion was made by Commissioner Hagen, seconded by Commissioner Ten Haken and unanimously carried to come out of closed session at 5:00 P.M.

COMMISSION COMMITTEE REPORTS

Commissioner Ten Haken reported that the 2030 Committee he serves on has been tasked with investigating various amenities that could be brought to Worthington utilizing the $0.005 sales tax as a funding mechanism. Discussion on possible amenities has included the use of the MC Fitness building as a possible day care facility, field house and/or playland with the YMCA

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being involved in the planning aspect. The reworking of Second Avenue from the Fire Hall down to Lake Okabena to include various amenities has also been discussed.

Commissioner Harmon reported he attended the 2030 Committee meeting with Commissioner Ten Haken. Commissioner Harmon added that he also attended a Coalition of Greater Minnesota Cities meeting where the need for daycare had been addressed as a priority.

ADJOURNMENT

A motion was made by Commissioner Ten Haken, seconded by Commissioner Hagen and unanimously carried to adjourn the meeting at 5:19 P.M. President Hoffmann declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission

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Worthington HRA Regular Board Meeting
October 18, 2017
819 10th Street, Worthington, MN

Board Members Present: Royce Boehrs, Lori Bristow, Alan Oberloh, Lyle TenHaken
Excused Absence: Bridget Huber
Staff Members Present: Randy Thompson, HRA Executive Director
Others Present: Steve Robinson City of Worthington and Jason Brisson City of Worthington. Attorneys Grant Turpin and Rebecca Kurtz from the Dorsey Law Firm and the Ehlers Law Firm also joined the meeting by conference call.

Royce Boehrs, Board Chairman called the meeting to order at 5:17 P.M

OPEN THE PUBLIC HEARING: A motion was made by Lyle TenHaken to open the public hearing. The motion was seconded by Lori Bristow. The motion passed.

THE PUBLIC HEARING: Director Thompson gave an overview of the purpose for the public hearing. The public hearing is being held to review the proposed use of the 2018 HUD Capital Grant Funding. The projected dollar amount for 2018 is $140,000. The proposed use of the funds is for dwelling improvements, equipment improvements, and general operations. Specific items include: Atrium parking lot repairs, Atrium elevator repairs, roof replacement and window replacement for two of the family housing units. Furnace replacements in two of the family housing units, replace up to 15 refrigerators in the atrium apartments, and replace two water softening units in family housing units.

There were no comments from the general public.

Board Chairman Royce Boehrs called for a motion to close the public hearing. A motion to close the public hearing was made by Lyle TenHaken. The motion was seconded by Lori Bristow. The motion passed.

APPROVAL OF THE AGENDA: A motion was made by Alan Oberloh to approve the agenda with no changes or additions. The motion was seconded by Lyle TenHaken. The Motion Passed.

APPROVAL OF MEETING MINUTES: A motion was made by Alan Oberloh to approve the minutes from the board meeting held September 19, 2017 and the board meeting held on October 11, 2017. The motion was seconded by Lori Bristow. The Motion Passed.

FOLLOW UP TO HOUSING RESOLUTION: Attorneys Grant Turpin and Rebecca Kurtz provided an overview and answered several questions from board members regarding the resolution passed by the board at their October 11, 2017 board meeting. Several board members wanted a clearer understanding of the resolution involving the need for a Housing Development Project and a Revolving Loan Program. The attorneys answered board member questions and it was agreed that the resolution would be a direct benefit to the HRA and the City of Worthington for future housing projects.

BILLS PAYABLE: The bills payable for the period of September 26, 2017 thru October 17, 2017 were presented for approval. The bills paid included: Prairie Acres Account $7,001.96, Management/Levy

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Account $157.27, The Rising Sun Estates Account $36,080.98, The Public Housing Account $70,274.51.

FINANCIAL STATEMENT REVIEW: The board reviewed the September 30, 2017 statements for Prairie Acres, Rising Sun Estates, and Management/Levy Account. These statements are prepared in-house by HRA staff. The board reviewed the September 30, 2017 financial statements for Public Housing and Section 8. These Statements were prepared by the Accounting Firm, Hawkins & Ash CPA's. The board also reviewed the internally prepared dashboard statements for September 30, 2017 which provides a recap of the monthly and year to date financial information as prepared by the Hawkins & Ash CPA Accounting firm. A Motion was made by Alan Oberloh to Approve the Bills Paid from all accounts as presented and to approve the financial statements for Public Housing, Section 8, Prairie Acres, Rising Sun Estates, and the Management/Levy Account. The Motion was seconded by Lori Bristow. The Motion Passed. Motion- 10182017-A

SECTION 8 2018 PAYMENT STANDARDS AND UTILITY ALLOWANCES: 2018 Section 8 Payment allowances and utility standards were presented to the board for approval. After review and discussion, A motion was made by Lyle TenHaken to approve the payment standards and utility allowances as proposed for 2018 for the entire service jurisdiction. The motion was seconded by Lori Bristow. The Motion Passed. Motion – 10182017-B

PUBLIC HOUSING 2017 YEAR TO DATE OCCUPANCY RATE: As requested at a previous board meeting Director Thompson updated the board with Occupancy rates for public Housing as of October 2017. Thompson reported that the year to date Public Housing Occupancy rate is at 96% as of October 1, 2017.

HRA OFFICES CLOSED THE DAY AFTER THANKSGIVING: Director Thompson requested that the board approve the closing of the HRA offices for the Friday after Thanksgiving which is November 24, 2017. Employees would need to use a floating holiday or take a day of vacation as the business offices would not be open. A motion was made by Alan Oberloh to approve closing the HRA offices on Friday November 24, 2017 in observance of the Thanksgiving Holiday. The motion was seconded by Lori Bristow. The motion passed. Motion – 10182017-C

EXECUTIVE DIRECTORS UPDATES: Director Thompson provided the following information to the board:

- Atrium Fire Alarm Inspection was held on October 18, 2017. A couple of minor problems were found and addressed
- The Atrium Elevator will be getting repairs done in December.
- December 14 will be the Atrium Christmas Dinner. All board members are invited.
- Thompson reported that he will be attending a financial statement review course being conducted by the Accounting Firm of Hawkins and Ash. The conference will be held in Wisconsin on October 25-27.
- The New Apartments on Grand Ave will be having an open house on October 26, 2017 all board members are invited to attend.

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FUTURE MEETING DATES: The next board meeting will be held Tuesday November 28, 2017 at 5:15 p.m. The meeting will be held at the Atrium Community Room. Having No Further business to discuss Board Chairman Royce Boehrs called for a motion to adjourn the meeting. A motion for adjournment was made by Alan Oberloh. The motion was seconded by Lori Bristow. The Motion Passed. The meeting was adjourned at 7:10 p.m.

Approved By: _____ Date: _____

Respectfully Submitted by: Randy Thompson Signed: _____

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Worthington HRA Special Board Meeting & Public Hearing
October 30, 2017
819 10th Street, Worthington, MN

Board Members Present: Royce Boehrs, Bridget Huber, Lyle TenHaken
Excused Absence: Lori Bristow, Alan Oberloh
Staff Members Present: Randy Thompson, HRA Executive Director
Others Present: Steve Robinson – City Administrator and Jason Brisson – City EDA Director. Terry Galswyk and Jodi Landgard from Minnesota West College. Attorneys Grant Turpin and Rebecca Kurtz from the Dorsey Law Firm and Ehlers Law firm also joined the meeting by conference call.

Royce Boehrs, Board Chairman called the special meeting to order at 5:15 P.M

OPEN THE PUBLIC HEARING: A motion was made by Lyle TenHaken to open the public hearing. The motion was seconded by Bridget Huber. The Motion Passed

THE PUBLIC HEARING: Director Thompson gave a brief introduction and overview of the reason for the public hearing. All in attendance for the public hearing were introduced to include two staff members from the City of Worthington, and two staff members from Minnesota West College.

Thompson reviewed the resolution to be considered by the board which stated: RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MARKET-RATE HOUSING DEVELOPMENT PROJECT AND A REVOLVING LOAN PROGRAM THEREFORE. The purpose for this resolution is to establish a revolving loan program for housing development projects which will assist in reducing the shortage of decent, safe, and sanitary housing for persons of low or moderate income and their families. This program will provide funding assistance in the form of a loan to assist private and public developer rental housing in the City of Worthington.

There were no comments received from the general public or from the Southwest Regional Development Commission.

Board Chairman Royce Boehrs called for a motion to close the public hearing. A motion was made by Bridget Huber to close the public hearing. The motion was seconded by Lyle TenHaken. The motion passed.

BOARD RESOLUTION: A Motion was made by Lyle TenHaken to approve the following board resolution: RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MARKET-RATE HOUSING DEVELOPMENT PROJECT AND A REVOLVING LOAN PROGRAM THEREFORE: The motion was seconded by Bridget Huber. The Motion Passed. Motion 10302017-A

ADJOURNMENT: Having No Further business to discuss Board Chairman Royce Boehrs called for a motion to adjourn the meeting. A motion for adjournment was made by Lyle TenHaken. The motion was seconded by Bridget Huber. The Motion Passed. The meeting was adjourned at 5:27 p.m.

Approved By: _____ Date: _____

Respectfully Submitted by: Randy Thompson Signed: _____

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City of Worthington

Park and Recreation Advisory Board Minutes

7:00 a.m. - Monday, November 20, 2017

Members present: Scott Langerud, Ken Jansen, Joe Anderson, Jacoba Nagel, and Alan Oberloh
Members absent: Nick Raymo
Staff present: Todd Wietzema, Scott Rosenberg, and Mindy Eggers.

CALL TO ORDER

The meeting was called to order at 7:04 a.m. by Vice-Chairman Ken Jansen.

APPROVAL OF MINUTES

A motion was made by Alan Oberloh, seconded by Jacoba Nagel and unanimously approved to accept the minutes of the October 30, 2017 meeting.

APPROVAL OF AGENDA - ADDITIONS/DELETIONS

A motion was made by Alan Oberloh, seconded by Joe Anderson and unanimously approved to accept the agenda as presented.

PARK ADVISORY BOARD BUSINESS

2018 YMCA Agreement - Mr. Wietzema stated that city staff and the YMCA have agreed to a new contract to administer the city recreation programs for 2018. Mr. Wietzema explained the new contract will include a 2.9% increase for 2018 and the fee will go from $49,200.00 to $50,630.00.

CJ Nelson, YMCA Program Coordinator stated that there was a significant increase in the all-day camp numbers. Mr. Nelson explained the camp has five staff members and structured activities through out the day.

A motion was made by Scott Langerud, seconded by Jacoba Nagel and unanimously carried to approve the 2018 YMCA Agreement.

2018 Park Fees - Mr. Wietzema stated that he had checked with neighboring communities on what they charge for shelter house rentals. He noted that Worthington is at the higher end and therefore staff is proposing no change in the shelter fees for 2018.

A motion was made by Al Oberloh, seconded by Joe Anderson and unanimously carried to approve the 2018 Park fees for the shelter houses, open spaces, and band shell.

2018 Olson Park Campground Fees - Mr. Wietzema said that he has checked with area campgrounds on fees and we fall into the middle and so staff is proposing no change in the current rates. Al Oberloh suggested lowering the non-electric fee to $20.00. Mr. Wietzema stated that there are only 5 sites that do not have electricity and there has not been any complaints about the rate. Scott Langerud stated that he would agree that there should be no increase but would not lower it as $1.00 probably would not make a difference one way or another if someone rented a site.

A motion was made by Joe Anderson, seconded by Scott Langerud and unanimously carried to approved the 2018 Olson Park Campground Fees.

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2018 Concession Fees - Mr. Wietzema stated that staff is proposing no change in the 2018 Concession Fees. Mr. Wietzema said that it only cost $16.00 in electric fees to allow the Cheese Curd vendor to be at Sailboard Beach during the summer. They pay the Annual Mobile Profit Concession fee of $375.00 and provided the required insurance. Committee members said they heard positive comments about them being at Sailboard Beach. Mr. Wietzema noted that the Chamber of Commerce, King Turkey Day, and the International Festival get a blanket per day concession fee for each of the festivals and then the vendors pay them to be there.

A motion was made by Al Oberloh, seconded by Jacoba Nagel and unanimously carried to approve the 2018 Concession Fees as presented.

SUPERVISOR'S REPORT

Mr. Rosenberg informed the board that leaf clean up continues and some trees have been taken down around the city. Mr. Rosenberg explained that the trees that are to be taken down in Ludlow Park will be used for firewood at Olson Campground. Al Oberloh asked that as few trees as possible be taken down, Mr. Rosenberg noted that the worst trees will be taken down first.

Mr. Rosenberg explained that the Ash Bore disease has been found in Martin County. At this point the city would have approximately 3,000 manicured trees in the parks and on the boulevards that would be affected. If those trees were to be removed a mix of 10 different varieties would be planted in their place. Mr. Wietzema stated that staff will need to evaluate the situation and determine a plan that will be incorporated into the budget over a period of time.

Mr. Rosenberg explained that usually the Ash Bore infestation is here for approximately 2 years before it is found. He noted that there are treatments that can be done but the city would have to plan for funding because as of right now the there is no federal funding available because it has not affected the entire state. He said that the entire state of Iowa is already quarantined from this disease.

OTHER BUSINESS

Jacoba Nagel said that she has had a couple of people ask her why the Park Board did not approve the Harmony Park. Mr, Wietzema stated that he is on the committee and at this time the architects design has raised metal in the landscaping and is not entirely safe to have in an area where kids would play. Mr. Wietzema said that he had sent the design to the League of MN Cities Loss prevention department and Jim Nickel, they both agreed that the raised metal would be a safety issue. Mr. Wietzema stated that he and Len Bakken from the Community Improvement Committee will be meeting with the architect to go over the design to get rid of the safety issue so the project can move forward.

ADJOURNMENT

A motion was made by Alan Oberloh, seconded by Jacoba Nagel and unanimously approved to adjourn the meeting at 8:09 a.m.

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CAL COMMITTEE MEETING MINUTES
Date: Nov. 13, 2017
Time: 9 am.
Place: CAL meeting room

Present: Marcy LaVelle, Jerry Perkins, Marie Hoffman, Nancy Hofstee, Julie Buntjer, Maria Parga, Mike Harmon, Andy Johnson and Mary Luke.

Absent: Julie Haas, Clair Williams and Simon Koster

Call to order: Marcy LaVelle called the meeting to order at 9 a.m.
Approval of Minutes: Minutes were reviewed. Moved for approval by Nancy, seconded by Jerry; carried.

Business:
501c3/Endowment: Andy Johnson spoke with Brian Kolander from the city of Worthington and the YMCA Board of Directors about being the potential fiscal agent for the Center for Active Living. The YMCA Board declined due to the ongoing open door exposure to its non-profit status. However, Andy said the Y would be open to assisting the CAL if there is a specific issue.
From the city's perspective, the Friends of the Auditorium has its own 501c3 status and if the CAL wanted to fundraise in the future, perhaps it should pursue the status as well. If the CAL doesn't plan to fundraise, but be open to donations, Johnson said the CAL can always accept donations -- they just wouldn't be tax-exempt for the donor.
Having 501c3 status does have benefits to you, but this group has to come up with a purpose on why to do it, Johnson said, adding that to have a 501c3 just to have one doesn't make sense.
An alternative would be to create an endowment through the Southwest Initiative Foundation (SWIF) if that is what the CAL Committee is interested in. It was also noted that Thrivent has a program, and Jim Nickel could help set up an endowment for the CAL.
It was decided that Jeff Vetsch or one of his associates from SWIF be invited to a future meeting to further discuss the endowment option.

Spanish brochure: Maria's daughter, Elizabeth, translated the CAL brochure to Spanish but it will need some tweaking before it is prepared for printing. There was a suggestion to incorporate the new bus route in the brochure for people who may need transportation to the CAL. Discussion then moved to ways to draw a more diverse audience to the CAL. It was suggested to invite people of different ethnicities to a meal at the CAL. Another suggestion was to invite the Ministerial Association. A committee comprised of Jerry, Mike and Maria will meet to discuss ideas for an event.

Committee member terms: Mary Luke announced that Simon Koster wishes to no longer serve on the committee due to hearing loss, and Clair Williams has started

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driving the courtesy van for Graham Tire and is no longer able to attend meetings
Marcy LaVelle expressed interest in maintaining her seat on the committee
Several names were offered as suggestions for possible committee members. Mary said she would contact them.

Other business: Mary Luke discussed programming at the CAL, including her goal to bring people together at the CAL to do ancestry research. Computers are available for public use during such a project, as they were purchased with a grant secured by Kris Hohensee when she was the CAL director. Mary said she is also talking with ISD 518 Community Education about partnering on a program that would include use of the computers.
Marcy LaVelle mentioned she is disappointed in wi-fi access at the CAL, and they may want to look into that before offering programs with the computers.

Topics for next month: Revisit 501c3, $30 membership fee/scholarships

Next meeting/Adjournment: The next meeting is 9 a.m. Dec. 11. Nancy Hofstee moved to adjourn the meeting.

Respectfully submitted,
Julie Buntjer

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Worthington Area Convention & Visitors Bureau
Board of Directors Meeting
September 27, 2017
Chamber of Commerce/CVB Office
4:16 p.m.

Present: Andy Johnson, Chad Cummings, Ryan McGaughey, Jessica Noble, Maria Parga, Brian Wind, Maria Thier, Alyssa Benson, Darlene Macklin and Ashley Goettig.

Excused Absence: Nancy Vaske, Nicholas Raymo, Jenny Andersen-Martinez, Len Bakken, Jesse Flynn, Brad Meester and Jeff Rotert.

Guest: Wayne Drealan.

Chairperson of the Board Andy Johnson presiding.

A motion was made by Maria Thier, seconded by Alyssa Benson, and passed unanimously to approve the agenda as presented.

Audit Review Report: Wayne Drealan presented to the Board of Directors the 2016 Audit Review. He noted that the net assets decreased and there was a significant drop in lodging tax dollars between 2015 and 2016. He reported that there is about 12 months of expenditures in the CVB reserves. A motion was made by Chad Cummings, seconded by Maria Parga and passed unanimously to accept the Audit Review as presented.

A motion was made by Chad Cummings, seconded by Brian Wind, and passed unanimously to approve the minutes of the August 30, 2017 Board of Directors meeting.

A motion was made by Chad Cummings, seconded by Jessica Noble, and passed unanimously to accept the August, 2017 financial statement as presented.

Nominating Committee Report: The Nominating Committee brought to the Board of Directors five individuals to serve on the Board. They include: Nicholas Raymo, Jessica Noble and Brad Meester who will begin their second, three year term. The other two nominated Board Members include Gwen Post, Sanford Medical Center and Jeff Nickel, Nickel & Associates Insurance Agency.

A motion was made by Ryan McGaughey, seconded by Maria Thier, and passed unanimously to approve the five Board of Directors that were recommended by the Nominating Committee.

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Appoint Nominating Committee for 2018 Officers:	The Board of Directors were asked if there would be volunteers to serve on the Nominating Committee to elect the 2018 officers. Chad Cummings, Nancy Vaske and Brad Meester volunteered to serve on the committee. A motion was made by Jessica Noble, seconded by Alyssa Benson and passed unanimously to approve Chad Cummings, Nancy Vaske and Brad Meester to serve on the Nominating Committee for the election of the 2018 officers.
Committee Reports:	Marketing/Visitors/Motel Advisory – They will be meeting in October. Concerns were raised about the Norwood Inn & Suites and the state of the hotel and the lack of a manager. Chad Cummings offered to check with Myra Onnen to see what can be done. Sports & Recreation – Bruce Viessman has stepped down from Chairperson of this committee. Nicholas Raymo will step in until the end of the year when someone else will need to take over. Nicholas Raymo has also said that he will Chair the Wild Turkey Shoot-Out committee. Winterfest – The Winterfest Committee have been meeting and are working hard at getting plans together for some new events this year. The money raised for the Deep Freeze Dip will go toward a Splash Pad for Worthington. Sponsorships will be mailed out in October.
Pioneer Village Update:	The Board of Directors did a great job reaching out to Nobles County commissioners about their concerns about Pioneer Village. A strategic planning session is being planned with the Historical Society to talk about fundraising to update buildings and to provide the maintenance of Pioneer Village. They will be having meetings and collecting input.
City Report:	MN West Students, families from Puerto Rico have been completely displaced and may come to Worthington to visit or live. Groups are working together on providing assistance with housing for these people. The City Council approved the purchase of land for the movie theatre with an increased amount of $26,000.00 from the previous agreement. The difference between the two agreements is that the increased amount does not have any stipulations saying the land must be used for a movie theatre. The previous agreement was offered at a lesser amount with stipulations of the land needing to be used for a movie theatre.

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Next Meeting: The next meeting of the board will be held on Wednesday, October 25th. The meeting will be the Planning Conference and will begin at 12 p.m.

Meeting was adjourned by consensus at 4:59 p.m.

Respectfully Submitted,

Darlene Macklin, Executive Director

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****DRAFT****

Planning Commission/Board of Appeals Minutes
December 5, 2017

The meeting was called to order at 7:00 p.m. by Bob Bristow in the City Hall Council Chambers.

Members Present:	Bob Bristow, Amy Ernst, Chris Kielblock, Gary Oberloh, Ryan Weber, Amy Woitalewicz
Members Absent:	Jessica Velasco
Staff Present:	Jason Brisson,Director of Community/Economic Development, Angela Thiner
Others Present:	Dave Nerem, Wes Eidem, Ken Kuhn, Jerrit Prins, Marv Spomer, Andy Berg Karl Evers-Hillstrom, Daily Globe

Approval of Minutes

A motion was made by Amy Woitalewicz to approve the minutes of the November 6, 2017 meeting. Chris Kielblock seconded the motion and it unanimously passed.

Public Hearing and Recommendation to City Council
Conditional Use Permit - Amcon Concrete Products & Cemstone Concrete Materials

Staff reviewed a conditional use permit application submitted by Amcon Concrete Products and Cemstone Concrete Materials for property located east of North Fredrick Avenue between Oxford Street and Stower Drive. If approved the applicant would be permitted to construct a ready-mix concrete plant and expand the exisitng Amcon block and aggregate storage on the subject property. Manufacturing - Heavy is permitted in the M-2 General Manufacturing zoning district which is the zoning classification of the subject property. Staff is recommending approval of the conditional use permit with the following conditions:

1. Maintain compliance with all federal and state laws, rules and regulations;
2. The 3' screening berms illustrated in the site plan feature coniferous trees to provide vertical screening;
3. The drives and parking spaces illustrated in the submitted site plan are constructed as a dustless and durable, hard surfaced area; and
4. Improvements are done in accordance with the site plan included in the application.

Staff surveyed other Minnesota cities in which Cemstone Concrete Materials are located and there were no complaints received regarding the noise or dust produced by the plant.

Bob Bristow opened the public hearing. Ken Kuhn from Cemstone explained that they recently purchased the block plant which is old and inefficient, stating there are new regulations needing to be met. Mr. Kuhn stated their plans are to eventually combine both facilities, eventually fence in the yard, truck egress and ingress will be from the north on Stower Drive, while customers will still use the south entrance from Oxford Street. The egress/ingress will be paved up to the block storage, however, they have no plans to pave the front of the property at this time.

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Jason Brisson noted that comments from the City Engineer were that he preferred trucks to use the north and south entrances to prevent all of the traffic on Stower Drive.

Marv Spomer spoke in opposition of the request stating that he had asked Commissioners to drive down North Fredrick, prior to the meeting, and then asked for their input as to what they saw. Amy Ernst stated that she saw a pile of aggregate materials and a lot of dust. Staff noted that the dust generated is from truck traffic and not from the plant itself. Amy Ernst questioned how much dust is actually created. Ken stated there was no dust generated.

Jerrit Prins spoke in favor of the request, adding that Bedford, Walmart, Budweiser and Highland all generated truck traffic.

Staff reminded the commissioners that they were tasked with making a decision based on whether or not there was any legal reasons the conditional use permit could not be granted.

Amy Ernst reiterated that after hearing Ken Kuhn speak a lot of stuff would not be seen from Oxford Street due to the screening and traffic from N. Fredrick would be alleviated due to the property being fenced in.

Andy Berg, Duininck Inc. added there were abnormally high amounts of traffic in the area this summer/fall due to McMillan Street road construction.

After no additional discussion, Amy Woitalewicz moved to close the public hearing, seconded by Amy Ernst and passed unanimously.

Amy Woitalewicz stated that North Fredrick being an unimproved street is an issue which needs to be addressed by the city. She feels that the applicant is doing all they can to control the dust and the request at hand would be an improvement over what is currently there.

Ryan Weber made a motion to recommend approval of the requested conditional used permit with the following conditions:

1. Maintain compliance with all federal and state laws, rules and regulations;
2. The 3' screening berms illustrated in the site plan feature coniferous trees to provide vertical screening;
3. The drives and parking spaces illustrated in the submitted site plan are constructed as a dustless and durable, hard surfaced area; and
4. Improvements are done in accordance with the site plan included in the application.

Commissioner Weber also added that he would like to see City Council address the North Fredrick Avenue issue.

Amy Woitalewicz seconded the motion and it unanimously passed.

PINK

****DRAFT****

Staff noted that the decision of the Planning Commission would be forwarded to City Council for consideration at the December 11th, 2017 meeting.

Public Hearing and Recommendation to City Council
Text Amendment - Non-Residential Use Groups

The Commission considered a text amendment to include the definition for breweries and establish where they will be permitted to exist and operate within the city limits. Staff discussed how the surrounding communities of Marshall, Luverne and Jordan have recently opened breweries within their city limits and all have updated their zoning ordinances to regulate breweries and their locations. Staff reviewed regional brewery ordinances and locations with they City Attorney, therefore recommending approval to define taprooms as: "A Brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer under Minn. Stat. 340A.26, Subd. 1"; and also permit taprooms in the B-2 Central Business, B-3 General Business, B-4 Shopping Centers, M-1 Light Manufacturing and M-2 General Manufacturing zoning districts with the issuance of a conditional use permit.

Bob Bristow opened the public hearing. Jerrit Prins and Andy Berg stated they both are in favor of the text amendment. Chris Kielblock motioned to close the public hearing. The motion was seconded by Amy Ernst and passed unanimously.

Amy Woitalewicz motioned to recommend approval of the text amendment as presented by staff. The motion was seconded by Amy Ernst and passed unanimously.

Other Business

The next regularly scheduled Planning Commission meeting will be Tuesday, January 2th at 7:00 p.m. Amy Woitalewicz noted that she will not be in attendance at the next meeting.

The Planning Commission discussed meeting on January 24th, 2017 from 9a.m. to noon to discuss different areas of interest for each member.

Staff is still attempting to make contact with the Cunningham Group to work on the design guidelines project.

Staff will be giving out information at a later date regarding Conditional Use Permit guidelines, general vs. specific/standard guidelines.

Adjournment

As there was no further business before the Planning Commission, Bob Bristown adjourned the meeting at 8:05 p.m.

Angela Thiner
Secretary

ADMINISTRATIVE SERVICES MEMO

DATE: DECEMBER 7, 2017

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

1. AUDIT ENGAGEMENT LETTER

Staff has received a proposal for the 2017 year-end audit services from Drealan Kvilhaug Hoefker & Co., P.A. The maximum would not exceed $21,330 for the Financial Statement Audit, $2,620 for the Federal Single Audit, and $430 for out-of-pocket expenses. Staff recommends approval of the proposal shown as ***Exhibit 1*****.**

Council action is requested for approval of the proposal from Drealan, Kvilhaug Hoefker & Co., P.A. for the 2017 year-end audit services.

CASE ITEMS

1. RESOLUTIONS APPROVING THE 2017 TAX LEVIES COLLECTIBLE IN 2018

On September 11, 2017, Council approved a proposed property tax levy of $3,998,294 for 2018 (an 8.78% increase over 2017). It is Staff's recommendation to approve the final levy in the amount of $3,965,721 for 2018 (a 7.89% increase over 2017) as shown on the attached resolution included as ***Exhibit 2***. The levy includes a General Purpose Tax Levy of $3,288,001 and Special Tax Levies of $677,720. The Special Tax Levy includes Economic Development Tax abatements of $12,000. Included in ***Exhibit 2*** is the Certification to the County of Taxes voted.

As allowed by legislation changes, public comment will be taken at this time regarding the proposed 2018 tax levies. (Budget information is included under separate cover for a short Truth in Taxation presentation.)

Also included as ***Exhibit 3*** is the Housing and Redevelopment Authority's proposed levy of $125,000, the same amount as pre-certified by Council on September 11, 2017.

Suggested motion: Move to adopt the resolutions approving the 2017 Tax Levies collectible in 2018.

2. 2018 BUDGET RESOLUTION

Exhibit 4 is a resolution approving all of the separate City fund budgets. Council action is requested on the resolution.

Suggested motion: Move to adopt the resolution approving the 2018 fund budgets for the City of Worthington.

3. THIRD READING PROPOSED ORDINANCE AMENDING STORM SEWER UTILITY RATES

Pursuant to published notice, this is the time and date for the third reading of a proposed ordinance amending Title V, Chapter 54 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 54, Section 54.04 (C), is hereby amended and shall read as follows:

(C) The annual fee per acre for residential is $264.00

The ordinance would become effective January 1, 2018 if adopted. A complete copy of the proposed ordinance was included in your November 13, 2017 Council packet.

Council action is requested to give a third reading to, and subsequently adopt the proposed ordinance amending storm water rates.

4. THIRD READING PROPOSED ORDINANCE AMENDING CHAPTER 55 OF THE WORTHINGTON CITY CODE - STREET LIGHTING

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance amending Title V, Chapter 55 of the Worthington City Code as follows:

Worthington City Code, Title V, Chapter 55, Section 55.03, is hereby amended to add the following definition:

STREET LIGHTING SYSTEM. Network of lighting equipment designed and used for illumination of streets, alleys and other public ways used by vehicles or pedestrians for travel.

A complete copy of the proposed ordinance was included in your November 13, 2017 Council packet.

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

5. THIRD READING PROPOSED ORDINANCE CHANGE OF ZONE - T&S RENTALS, LLC.

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance amending Title XV of the Worthington City Code to rezone certain property as follows:

> The following legally described area, presently included in the "R-3" district, shall henceforth be included in the "B-3" district:
>
> North 200 feet of Lot 10, Block 53, Second Addition to Worthington,
> Nobles County, Minnesota.

Adoption of the ordinance will allow the applicant to increase the number of storage units up to five, adjust their layout, and increase sidewalls to up to16 feet through a new conditional use permit, which was approved by Council at their regular meeting November 13, 2017, contingent upon adoption of the ordinance. A complete copy of the proposed ordinance was included in your November 13, 2017 Council packet.

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

6. SECOND READING PROPOSED ORDINANCE ANNEXING 29 ACRES OWNED BY SOUTH SHORE ACRES, LLC.

Pursuant to published notice, this is the time and date set for the second reading of a proposed ordinance that would annex 29 acres of unplatted land owned by South Shore Acres, LLC. The legal description of the property is:

> That part of Government Lot 5 and the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Worthington Township, Nobles County, Minnesota, lying southeasterly of the southeasterly right of way line of the Chicago and North Western Railroad and being more particularly described as follows:
>
> Commencing at the south quarter corner of said Section, thence North 00 degrees 08 minutes 35 seconds East, assumed bearing, along the North South Quarter line of said Section, a distance of 1,153.40 feet to the point of beginning of this description, said point also being the southeast corner of said Quarter-Quarter Section; thence continue North 00 degrees 08 minutes 35 seconds East, along said North South

Quarter line, a distance of 1,088.45 feet; thence North 89 degrees 51 minutes 25 seconds West a distance of 387.90 feet; thence North 00 degrees 08 minutes 35 seconds East, parallel with said North South Quarter line, a distance of 713.34 feet to said railroad right of way line; thence southwesterly, along said railroad right of way line, said line also being a non tangential 11,509.16 foot radius curve concave to the northwest, a distance of 117.12 feet, central angle 00 degrees 34 minutes 59 seconds; thence South 50 degrees 38 minutes 36 seconds West, along said railroad right of way line, a distance of 1,107.14 feet to the west line of said Quarter-Quarter Section; thence South 00 degrees 04 minutes 13 seconds West, along said West Quarter-Quarter Section line, a distance of 921.29 feet to the southwest corner of said Quarter-Quarter Section; thence South 85 degrees 30 minutes 15 seconds East, along the south line of said Quarter-Quarter Section, a distance of 1,334.87 feet to the point of beginning.

EXCEPT

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102, Range 40, Nobles County, Minnesota, shown as Parcel 4 on Minnesota Department of Transportation Right of Way Plat Numbered 53 31 as the same is on file and of record in the office of the County Recorder in and for Nobles County, Minnesota.

AND EXCEPT

That land presently situated within the boundaries of the City of Worthington.

The ordinance would also zone the property as follows:

Pursuant to Title XV, Section 155.026(G) of the City of Worthington City Code, the property shall be zoned TZ, with the exception of the following described portion of said land, which shall be zoned B3:

That part of the Northeast Quarter of the Southwest Quarter of Section 26, Township102 North, Range 40 West, Nobles County, Minnesota, described as follows:

Beginning at Right of Way Boundary Corner B3103, MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, according to the recorded plat thereof, said Nobles County; thence South 88 degrees 41minutes 48 seconds West, assumed bearing, along the north line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 50.01 feet to Right of Way Boundary Corner B3102; thence South 00

degrees 21 minutes 04 seconds East along the west line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 120.02 feet to Right of Way Boundary Corner B3101; thence South 88 degrees 41 minutes 48 seconds West, along the north Line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 53-31, a distance of 497.31 feet; thence North 00 degrees 22 minutes 44 seconds West, a distance of 424.31 feet; thence North 89 degrees 37 minutes 16 seconds East, a distance of 547.45 feet to the east line of said Northeast Quarter of the Southwest Quarter; thence South 00 degrees 21 minutes 02 seconds East, a distance of 295.46 feet to said Right of Way Boundary Corner B3103.

A complete copy of the proposed ordinance was included in your November 27, 2017 Council packet.

Council action is requested to give a second reading to the proposed ordinance that would annex the 29 acres owned by South Shore Acres, LLC.

7. ENGAGEMENT FOR BUYER'S LISTING AGENT SERVICES

Council Action: Authorize City Staff to enter into a Buyer's Listing Agent agreement with Jensen Management Services.

Staff requested a proposal from Jensen Management Services for representation as a buyer's listing agent. Council's economic development sub-committee, along with representatives of Worthington Public Utilities, intends to evaluate potential development areas and the costs associated with providing infrastructure. Jensen's services include contacting land owners, prepare offers and negotiate on the City's behalf. Jensen's terms include a three month agreement and compensation of $85.00 per hour. The agreement would be extended if active negotiations are in process at the end of the three month period.

Council action is requested.

8. COMMUNITY GROWTH SUB-COMMITTEE PRESENTATION AND DISCUSSION

Members of the Community Growth committee will provide Council with an update on the projects that are being considered. The Committee is requesting support of Council on the projects, budgets and schedule.

9. SECOND COUNCIL MEETING IN DECEMBER

At their annual meeting in January, Council approved the 2017 schedule of City Council meetings, which noted that the second meeting in December would be on Tuesday, the 26th as Christmas this year is on Monday. Council is asked to note this to ensure that a quorum will be available for that meeting.

10. CLOSED SESSION UNDER MINN. STATUTE 13D.05, SUBD. 3(C)(3) - REAL ESTATE ACQUISITION - PARCEL NO'S. 31-3889-000, 31-3885-500, 31-3887-500

Council is asked to consider the purchase of real property; and develop terms and conditions of a potential offer.

DREALAN KVILHAUG HOEFKER & CO., P.A.

CERTIFIED PUBLIC ACCOUNTANTS

Member
Division for CPA Firms AICPA

AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
MINNESOTA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS

WAYNE W. DREALAN, CPA
ELLEN K. HOEFKER, MBA, CPA
GREG H. KVILHAUG, CPA, CFP

VICKIE L. KUIPERS, EA
MARILYN B. McDOWELL, CPA
CINDY M. PENNING, CPA

November 1, 2017

To the Honorable Mayor and
Members of the City Council
City of Worthington
Worthington, Minnesota 56187

We are pleased to confirm our understanding of the services we are to provide for the City of Worthington for the year ended December 31, 2017. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Worthington as of and for the year ended December 31, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Worthington's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Worthington's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Schedules of Funding Progress and Employer Contributions
3. Schedules of Proportionate Share of the Net Pension Liability and Employer Contributions

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

1. Schedule of expenditures of federal awards
2. Combining and individual fund financial statements

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Comprehensive Annual Financial Report (CAFR) statistical data

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on –

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards.*

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

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

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and City council of the City of Worthington. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

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

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

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

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

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

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

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Worthington in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements, and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

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

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

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

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

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

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

Engagement Administration, Fees, and Other

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

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

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

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

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

Wayne W. Drealan is the engagement shareholder and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees are based on the time required by individuals assigned to the engagement, plus direct expenses. Individual hourly rates vary according to the degree of responsibility involved and the skill required. Our estimated fees, including direct expenses, for the examination for the year ended December 31, 2017, would be as follows:

Financial Statement Audit	$20,830 - $21,330
Federal Single Audit	$2,520 - $2,620
Maximum would not exceed (including direct expenses)	$23,950

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We feel out-of-pocket expenses for postage, supplies and copying would not exceed a maximum of $430.

Disputes arising under this agreement (including the scope, nature and quality of services to be performed by us, our fees and other terms of the engagement) shall be submitted to mediation. A competent and impartial third-party, acceptable to both parties, shall be appointed to mediate, and each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. If the dispute requires litigation, the court shall be authorized to impose all defense costs against any nonprevailing party found not to have participated in the mediation process in good faith.

Our audit report is being prepared for your management use. Should you decide to distribute it outside the firm, we respectfully request that you notify us to whom it is being sent. Should you wish to publish the report, you must obtain our written permission, as we have a professional duty to review any documents in which the report is incorporated.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent review reports received during the contract period. Accordingly, our 2014 peer review report accompanies this letter.

This letter defines the entire agreement between the client and the accounting firm. It supersedes all prior communications, understandings and agreements, whether oral or written, in connection with this audit. Amendments to this agreement must be in writing and signed by both parties. If you do not understand any of the terms of this agreement, please call us and we will be happy to review them with you.

We appreciate the opportunity to be of service to the City of Worthington and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign this letter and return it to us. A copy of this letter is enclosed for your files.

Yours sincerely,

DREALAN KVILHAUG HOEFKER & CO., P.A.

by Wayne W Drealan
Wayne W. Drealan, CPA

RESPONSE:

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

By:_____

Title:_____

Lewis, Kisch & Associates, Ltd.
CERTIFIED PUBLIC ACCOUNTANTS

1125 South Frontage Road, Suite 1 • Hastings, MN 55033 • T (651) 437-3356 • F (651) 437-3808

James V. Lewis, CPA Carol J. Sailer, CPA Thomas A. Madsen, CPA Jennifer A. Schutz, CPA

SYSTEM REVIEW REPORT

August 26, 2014

To the Shareholders
Drealan Kvilhaug Hoefker & Co., P.A.
and the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Drealan Kvilhaug Hoefker & Co., P.A. (the firm) in effect for the year ended April 30, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards.*

In our opinion, the system of quality control for the accounting and auditing practice of Drealan Kvilhaug Hoefker & Co., P.A. in effect for the year ended April 30, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies)*, or *fail.* Drealan Kvilhaug Hoefker & Co., P.A. has received a peer review rating of *pass.*

Respectfully submitted,

Lewis, Kisch & Associates, Ltd.

MN CPA Members of AICPA MAPA

Members
Minnesota Society of Certified Public Accountants
American Institute of Certified Public Accountants

RESOLUTION NO. _____

CITY OF WORTHINGTON, MINNESOTA

RESOLUTION APPROVING 2017 TAX LEVIES COLLECTIBLE IN 2018

Be it resolved, by the City Council of the City of Worthington, County of Nobles, State of Minnesota, that the following sums of money are to be levied for the current year, collectible in 2018 upon the taxable property in said City of Worthington, Minnesota for the following purposes:

LIMITED GENERAL PURPOSE TAX:	2017/2018 LEVY
General Fund	1,477,507
Memorial Auditorium Fund	123,166
Recreation Fund	1,031,076
Economic Development Authority Fund	152,312
Improvement Construction Fund	492,440
Aquatic Center Facility Fund	11,500
TOTAL GENERAL PURPOSE TAX	3,288,001

SPECIAL TAX LEVIES:	2017/2018 LEVY
G.O. Debt Service Funds including Improvement Bonds (MS 275.50 Subd. 5e and MS 429.091)	
PIR Series 2009C $2,710,000	176,519
PIR Series 2010A $1,915,000	127,661
PIR Series 2012A $2,570,000	229,992
PIR Series 2016A $2,345,000	131,548
SUBTOTAL DEBT SERVICE FUNDS	665,720
Economic Development Tax Abatement	12,000
TOTAL SPECIAL TAX LEVIES	677,720

RECAP OF TAX LEVY TOTALS:	
General Purpose Levy	3,288,001
Special Tax Levies	677,720
TOTAL NET LEVY	3,965,721

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

Passed by the City Council of the City of Worthington this _____ day of _____, 2017.

ATTEST:

Mayor: _____

City Clerk: _____

Exhibit 2

STATE OF MINNESOTA

COUNTY OF NOBLES

CITY OF Worthington

2018

TAXES VOTED

TO THE COUNTY AUDITOR OF NOBLES COUNTY:

RESOLVED, That the following sums be, and hereby are, levied upon the taxable property in the City of Worthington, County of Nobles, State of Minnesota for the year 2018, for the following purposes:

FUND OR PURPOSE	GROSS LEVY (Budget Requirement)	(less) STATE AIDS	(Equals) CERTIFIED NET LEVY
General	3,288,001		3,288,001
Debt:			
-Fire Relief			
-Water			
-Water Maintenance			
-Sewer Maintenance			
-Street	665,720		665,720
-Economic Development	12,000		12,000
-Debt Obligation			
-Economic Development Authority			
Grand Total	3,965,721		3,965,721

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

Dated this 11th **of** December, **20**17.

_____

Clerk, City of _____

Exhibit 2

Worthington Housing &
Redevelopment Authority

819 TENTH STREET • WORTHINGTON, MN 56187 • PHONE: (507) 376-3655

RESOLUTION APPROVING THE 2017 TAX LEVY COLLECTIBLE IN 2018

BE IT RESOLVED, by the City Council of Worthington and the Housing and Redevelopment Authority of the City of Worthington, County of Nobles, State of Minnesota, that the following sum of money be levied for the current year, collectible in 2018, upon the taxable property in said City of Worthington, Minnesota for the following Purposes:

SPECIAL TAX LEVY	CERTIFIED LEVY 2017/2018
HOUSING AND REDEVOLOPMENT AUTHORITY TAX LEVY (Minnesota Statute 469.033, subdivision 6)	
Special Tax for Operations	$125,000.00
NET CERTIFIED LEVY	$125,000.00

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

Passed by the City Council of the City of Worthington, Minnesota, this the _____ day of _____, 2017.

Signed By:

Mayor:_____

City Clerk:_____

Passed by the Worthington Housing and Redevelopment Authority of Worthington Board of Commissioners on this the 28th **day of** November**, 2017.**

Signed By:

Board Chairman:_____

Executive Director:_____

Exhibit 3

CITY OF WORTHINGTON

RESOLUTION NO._____

A RESOLUTION FOR THE APPROVAL OF THE 2018 FUND BUDGETS FOR THE CITY OF WORTHINGTON, MINNESOTA.

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

WHEREAS, the City Council has reviewed potential financing sources and established priorities for the allocation of resources to 2018 programs, projects and services.

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

1. The 2018 fund budgets submitted, and herein summarized are approved.

2. The Capital Improvement Program, Equipment Revolving Schedules and Reserves/Designated Balances related to these adopted budgets are approved as part of the budget.

3. The following sums are hereby appropriated for each fund:

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
101	GENERAL FUND	$1,477,507	$3,753,491	$3,491,127	$8,722,125
SPECIAL REVENUE FUNDS:					
202	Memorial Auditorium	$123,166	$0	$560,200	$683,366
207	Police Department Task Force	0	200,000	166,500	366,500
211	WRH	0	0	1,222,189	1,222,189
213	Sales Tax Revenue	0	0	1,401,000	1,401,000
214	Event Center	0	0	25,500	25,500
229	Recreation	1,031,076	0	1,380,000	2,411,076
231	Economic Development Authority Levy, Tax Abatement & EDA Levy	164,312	0	73,210	237,522
TOTAL SPECIAL REVENUE FUNDS		$1,318,554	$200,000	$4,828,599	$6,347,153
DEBT SERVICE FUNDS:					
321	Permanent Improvement	$0	$0	$138,697	$138,697
334	'10B G.O. Sales Tax Revenue	0	0	156,399	156,399
346	'09C PIR Bond	176,519	0	64,052	240,571
347	'10A PIR Bond	127,661	0	96,739	224,400
348	'12A PIR Bond	229,992	0	83,796	313,788
349	'12B Sales Tax Revenue	0	0	400,838	400,838
350	'16A PIR Bond	131,548	0	110,687	242,235
TOTAL DEBT SERVICE FUNDS		$665,720	$0	$1,051,208	$1,716,928

FUND NO.	DESCRIPTION	TAX LEVY SUPPORT	GENERAL STATE/FED AID	OTHER SOURCES	TOTAL BUDGET
CAPITAL PROJECT FUNDS:					
401	Improvement Construction	$492,440	$0	$8,940,439	$9,432,879
409	Municipal Building	0	0	400	400
419	TI District #7	0	0	1,384,450	1,384,450
425	Okabena Estates	0	0	20,150	20,150
426	CCSI Redevelopment	0	0	30,050	30,050
427	Bedford Technology Project	0	0	20,025	20,025
428	New Castle Townhomes Project	0	0	20,025	20,025
431	Aquatic Center	11,500	0	6,000	17,500
433	Hotel TIF	0	0	80,025	80,025
TOTAL CAPITAL PROJECT FUNDS		$503,940	$0	$10,501,564	$11,005,504
ENTERPRISE FUNDS:					
606	Storm Water	$0	$2,500,000	$3,732,628	$6,232,628
607	Street Lighting	0	0	284,150	284,150
609	Liquor	0	0	5,975,610	5,975,610
612	Airport	0	184,205	238,360	422,565
TOTAL ENTERPRISE FUNDS		$0	$2,684,205	$10,230,748	$12,914,953
702	DATA PROCESSING FUND	$0	$0	$296,621	$296,621
872	CABLE TV FUND	$0	$0	$140,000	$140,000
TOTAL 2018 BUDGET		$3,965,721	$6,637,696	$30,539,867	$41,143,284

Adopted by City Council of the City of Worthington, Minnesota this 11th day of December, 2017.

(SEAL)

Mayor

City Clerk

Exhibit 4

YELLOW

WORTHINGTON PUBLIC UTILITIES

WATER AND LIGHT COMMISSION MEMO

DATE: **DECEMBER 5, 2017**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

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

CASE ITEM

1. 2018 UTILITY DEPARTMENT STRATEGIC FINANCIAL PLANS

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

The Water and Light Commission reviewed and approved the 2018 Water Department Strategic Financial Plan at their regular meeting held on November 6, 2017. At their November 20, 2017, regular meeting the Commission reviewed and approved the 2018 Wastewater Department Strategic Financial Plan, including the 2018 sewer rates as established by the Sewer Service Charge System. The City Council approved the 2018 Sewer Service Charge System at their regular meeting held on November 27, 2017. The 2018 Electric Department Strategic Financial Plan was considered and approved by the Water and Light Commission at their meeting held on December 4, 2017. Executive Summaries of the 2018 Worthington Public Utilities Strategic Financial Plans were delivered to the Mayor and City Council members on December 6, 2017, for advance review.

Scott Hain, General Manager, will be in attendance to discuss the contents of the 2018 Utility Department Strategic Financial Plans at the December 11, 2017, City Council meeting and, on behalf of the Water and Light Commission, will request Council approval of the plans. Council members are asked to please bring their copies of the Executive Summary to the meeting.

TAN

PUBLIC SAFETY MEMO

DATE: **DECEMBER 7, 2017**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

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

CASE ITEMS

1. CONSIDERATION OF RESOLUTION AUTHORIZATION TO ENTER INTO A JOINT POWERS AGREEMENT WITH THE STATE OF MINNESOTA

The Worthington Police Department is seeking authorization to enter into a Joint Powers Agreement with the State of Minnesota Human Trafficking Investigators Task Force. The purpose of the Task Force is to use a three-pronged approach of prevention, education and enforcement to combat human trafficking and the sexual exploitation of children.

On a part-time basis, Worthington Police Officers will work with State of Minnesota Special Agents and other officers to investigate and deter human trafficking crime committed by organized groups or individuals.

City Attorney Mark Shepherd has reviewed and approved the proposed Joint Powers Agreement (***Exhibit 1***).

The Worthington Police Department is requesting a resolution from Council authorizing the Mayor and Clerk to sign the Joint Powers Agreement and designate Public Safety Director Troy Appel as the Authorized Representative on behalf of the City of Worthington.

Council action is requested to adopt the proposed resolution (***Exhibit 2***).

STATE OF MINNESOTA
HUMAN TRAFFICKING INVESTIGATORS TASK FORCE
JOINT POWERS AGREEMENT

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Worthington on behalf of its Police Department, 1530 Airport Rd., Suite 300, Worthington, MN, 56187 ("Governmental Unit"),

Recitals

Under Minnesota Statutes, § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute human trafficking and sexual exploitation of children. The Governmental Unit wants to participate in the Minnesota Human Trafficking Investigators Task Force ("MNHITF") as an affiliate member.

Agreement

1. **Term of Agreement**
   - **1.1 Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes, § 16C.05, subdivision 2.
   - **1.2 Expiration Date.** This Agreement expires December 31, 2019, unless terminated earlier pursuant to clause 12.

2. **Purpose**
   The Governmental Unit and BCA enter into this Agreement to make the Governmental Unit part of the Minnesota Human Trafficking Investigators Task Force that will use a three-pronged approach to combat human trafficking and the sexual exploitation of children: **prevention, education and enforcement**. The BCA will provide a Senior Special Agent who will serve as the Commander of the task force.

3. **Standards**
   The Governmental Unit will adhere to the MNHITF Standards identified below.
   3.1 Investigate human trafficking crimes committed by organized groups or individuals related to child sexual exploitation, sex trafficking with a focus on minors being trafficked, and labor trafficking.
   3.2 Investigators will follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures. Investigators will follow proper legal procedures in securing evidence, including electronic devices.
   3.3 Investigators will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
   3.4 Investigators will use, as appropriate, a broad array of investigative technologies and techniques.
   3.5 Investigators will interview and prepare reports of victim rescues and be able to direct those victims to appropriate public and private resources to help ensure their safety and integration back into society.

3.6 Affiliate Task Force members must be able to dedicate sufficient time to the task force to complete their assigned duties for the duration of the term of this Agreement.
3.7 Investigators must be licensed peace officers.
3.8 Affiliate members will investigate cases involving cross-jurisdictional, high impact and/or organized groups involving human trafficking. The assignment may require investigators to travel to neighboring jurisdictions as investigations expand or as assigned by the task force commander.
3.9 Affiliate members will be asked to participate in pro-active operations deterring sexual exploitation of children and rescuing victims of human trafficking primarily focused on minors with the goal of identifying their traffickers.
3.10 Affiliate Task Force members will prepare an operational briefing sheet for each active operation, to be approved by the task force commander.
3.11 Affiliate Task Force members will prepare investigative reports to be submitted to the task force commander. Affiliate members must submit statistics to the task force commander on a monthly basis.
3.12 Affiliate members are assigned to their home agencies and may request assistance and resources on a case-by-case basis as approved by the task force commander.
3.13 Affiliate members must deconflict case investigations with the MNHITF deconfliction system.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

4.1.1 Conduct investigations in accordance with provisions of the MNHITF Standards, identified in clause 3 above, and conclude such investigations in a timely manner.

4.1.2 Maintain accurate records of prevention, education, and enforcement activities, to be collected and forwarded quarterly to the BCA for statistical reporting purposes.

4.1.3 Assign, on a part-time basis, one or more employees of the Governmental Unit as members to the MNHITF. All employees of the Governmental Unit assigned as members, and while performing MNHITF assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member. All services, duties, acts or omissions performed by the MNHITF member will be within the course and duty of the member's employment and therefore covered by the Workers Compensation and other compensation programs of the Governmental Unit including fringe benefits.

4.1.4 Make a reasonable good faith attempt to be represented at all scheduled MNHITF meetings in order to share information and resources among the MNHITF members.

4.1.5 Participate fully in any audits required by the Minnesota Human Trafficking Task Force.

4.2 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Payment

5.1 Governmental Unit must first submit a written request for funds and receive approval for the funds from BCA.

5.2 Governmental Unit must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the date of the invoice with payment made to the address listed above.

6. Authorized Representatives

The BCA's Authorized Representative is:

Name:	Jeffrey Hansen, Deputy Superintendent
Address:	Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Street East Saint Paul, MN 55106
Telephone:	651.793.7000

E-mail Address: jeff.hansen@state.mn.us

The Governmental Unit's Authorized Representative is:

Name	Troy Appel, Chief
Address:	1530 Airport Rd., Suite 300 Worthington, MN 56187
Telephone:	507-295-5400
E-mail Address:	tappel@co.nobles.mn.us

7. Assignment, Amendments, Waiver, and Agreement Complete

7.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.

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

7.3 Waiver. If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

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

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes, § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes, §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes, § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

12.1 Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

12.2 Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the MNHITF Commander all investigative equipment that was acquired under this Agreement.

13. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. AGENCY

Name: _____

(PRINTED)

Signed: _____

Title:_____

Date: _____

Name:_____

(PRINTED)

Signed: _____

Title: _____

(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____

(PRINTED)

Signed: _____

Title: _____

(with delegated authority)

Date: _____

4. COMMISSIONER OF ADMINISTRATION

delegated to Materials Management Division

By: _____

Date: _____

TAN

RESOLUTION NO. _____

RESOLUTION APPROVING A STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE CITY OF WORTHINGTON ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA HUMAN TRAFFICKING INVESTIGATORS TASK FORCE (MNHITF)

WHEREAS, the City of Worthington on behalf of its Police Department desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute human trafficking and sexual exploitation of children.

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

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Worthington on behalf of its Police Department, are hereby approved. A Copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That Public Safety Director Troy Appel, or his successor, is designated the Authorized Representative for the Police Department.

3. That the Mayor and Clerk are authorized to sign the State of Minnesota Joint Powers Agreement.

Passed and Adopted by the City Council of the City of Worthington on this _____ day of _____, _____.

(SEAL)

_____
By: Mayor Mike Kuhle

Attest:_____
By: City Clerk Janice Oberloh

GREEN

PUBLIC WORKS MEMO

DATE: **DECEMBER 6, 2017**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

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

CONSENT AGENDA CASE ITEM

1. 2018 HANGAR LEASE RATES – WORTHINGTON MUNICIPAL AIRPORT

The Airport Advisory Board, at their November 29th meeting, reviewed and recommended that there be no rate change in 2018 for leasing a hangar at the Worthington Municipal Airport. There was a 5% increase in the rates charged in 2016 and the Airport Advisory Board feels that no increase is needed at this time.

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

Attached as ***Exhibit 1*** is a list of the 2018 proposed annual lease rates.

Staff is requesting Council approval for the 2018 hangar lease rates.

CASE ITEM

1. MINNESOTA STATE MANKATO – STUDIO TEAM PRESENTATION

The Minnesota State Mankato Urban Studies Institute accepted a proposal from the City of Worthington, to do a Worthington Park Master and Reinvestment plan. Tonight members of the Studio Team will give Council a brief presentation on this park plan.

GREEN

Proposed 2018 Hangar Lease Rates

1-1	Cameron Johnson	$525.00
1-2	Vacant	$525.00
1-3	Vacant	$525.00
1-4	Gary Ewert	$525.00
1-5	Germain Elsing	$525.00
1-6	Vacant	$525.00
2-1	Richard Cross	$1,070.00
2-2	Wayne Sieverding	$1,070.00
2-3	Jim Arnt	$1,070.00
2-4	Vacant	$1,070.00
2-5	Evan Koep	$1,070.00
2-6	Jim Malters	$1,070.00
3-1	Jim Arnt	$1,450.00
3-2	Vacant	$1,450.00
3-3	CAP	Free
3-4	Keith Wilson	$1,450.00
3-5	Carl Hallum	$1,450.00
3-6	Richard Cross	$1,450.00
5-1	Jim Arnt	$8,549.88
5-2	Steve Jackson	$2,100.00
5-3	Marc Freese	$2,100.00
5-4	Brian Larson	$2,100.00

BLUE

ENGINEERING MEMO

DATE: DECEMBER 7, 2017
TO: HONORABLE MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

AGENDA CASE ITEMS

1. HEARING ON PROPOSED IMPROVEMENTS - WEST GATEWAY DRIVE AREA SEWER AND WATER EXTENSIONS

Should Council approve of the West Gateway Drive Area Sewer and the West Gateway Drive Area Water improvements as proposed in the project feasibility report and at the hearing, staff recommends that Council pass the 2 resolutions in Exhibit 1 Ordering Improvement and Preparation of Plans and Specifications. Option 2, the recommended option, is listed as the ordered improvement in Item 2 of the water improvement resolution. This wording should be changed to Option 1 if selected by Council. These improvements were initiated by an adequate petition and therefore only a vote of a majority of all Council members is required to pass the resolutions.

The report on the improvements and preliminary assessment rolls were submitted to Council at its November 27, 2017 meeting. A summary of the improvement costs and total estimated assessments for the project is provided below:

SANITARY SEWER

	LATERAL	TRUNK	TOTAL	
Trunk Fund (due to)		($15,735.93)	($15,735.93)	
Assessments	$44,534.20	$32,588.54	$77,122.74	(34.5% of current cost)
City Share	$162,123.88	0.00	$162,123.88	
TOTAL	$206,658.08	$16,852.61	$223,510.69	

WATER MAIN OPTION 1

	LATERAL	TRUNK	TOTAL	
Trunk Fund (due to)		($5,165.79)	($5,165.79)	
Assessments - Private	$24,183.59	$13,251.38	$37,434.97	(13.5% of current cost)
Assessments - City	$103,809.77	$39,263.36	$143,073.13	
City Share	$101,782.77	0.00	$101,782.77	
Subtotal (City Cost)	$205,592.54	$39,263.36	$244,855.90	
TOTAL	$229,776.13	$47,348.95	$277,125.08	

BLUE

WATER MAIN OPTION 2 (RECOMMENDED)

	LATERAL	TRUNK	TOTAL	
Trunk Fund (due to)		($5,307.47)	($5,307.47)	
Assessments - Private	$8,343.40	$13,251.38	$21,594.78	(7.8% of current cost)
Assessments - City	$61,464.54	$39,263.36	$100,727.90	
City Share	$158,763.91	0.00	$158,763.91	
Subtotal (City Cost)	$220,228.45	$39,263.36	$259,491.81	
TOTAL	$228,571.85	$47,207.27	$275,779.12	

2. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR REPLACEMENT OF 10TH AVENUE BRIDGE

In 2014 the City Council approved a contract with the firm of SEH for preparation of bridge replacement plans to be incorporated into plans for reconstruction of 10th Avenue from Park Avenue to Tower Street including a realignment of the 10th Avenue and Park Avenue intersection. Professional services also included those needed for obtaining Corp of Engineering and any necessary DNR permits. The street reconstruction/realignment plans were to be completed by City staff and include a trail extension. At that time it was presented that:

> "The 2014 Capital Improvement Program includes replacement of the 10th Avenue bridge over Whiskey Ditch utilizing state funds. It is not anticipated nor planned that the bridge construction will occur in 2014, however, design and permitting should begin in 2014 to accommodate construction in 2015 or as soon as desired funding may be available. Preliminary cost estimates will allow for submitting for bridge bond funding. Should that state funding source not be available in a timely manner, it will be proposed to utilize Municipal State Aid Street (MSAS) funds to finance the complete project. In any event, MSAS funds will be proposed for costs not eligible for bridge bond financing and for related roadway improvements."

As Council is aware, bridge bonding has been minimal recently and partial funding from that source has not been available. Given the lack of that funding, development of the project had been adjusted accordingly. At its spring 2017 work session Council was presented the projected use of MSAS funding needs through 2025. At that time, based on priority of funding needs, it was understood that the bridge project would not be pursued at this time using only MSAS funding. Maintenance work would be accomplished to improve its appearance. Since that time it has been proposed to increase priority of the bridge replacement to ensure it could be accomplished at any time bridge bonding funds

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might be available or sooner using any other sources that might be identified, including 100% or less MSAS funding. The scope of the project was to be reduced to exclude the reconstruction of 10th Avenue east of the necessary street realignment and elimination of trails other than at the bridge crossing.

Given the change in the scope of the street and trail work it is proposed that development of the plans for the bridge replacement and the street realignment be accomplished by SEH rather than split between the firm and City staff. Staff requested a proposed amendment to the original bridge design contract to include the street work. Exhibit 2 includes the proposed amendment. The additional fees of $31,720 will be initially funded by use of Construction Fund (401) reserves and ultimately reimbursed with MSAS funding and/or any other funding source utilized. This funding of design fees is the same as proposed for the initial fees and as would be for staff costs.

Staff recommends that Council approve the proposal and authorize execution of an amendment to original contract subject to the amendment not altering the general conditions of the original contract unless approved by the City Attorney.

Council may note that:

The 2018 budget identifies $991,000 for the project to be funded by state aid. A revised estimate will be developed as part of the project design.

A conceptual layout of the bridge replacement and street realignment is also included in Exhibit 2.

The firm of SEH was selected for the bridge design based on evaluation of proposals solicited from three firms.

3. COOPERATIVE CONSTRUCTION WITH NOBLES COUNTY

The proposed 2018 Construction Fund (401) budget includes $786,000 for resurfacing (remove and replace) the following streets:

Burlington Avenue - Darling Drive to Oxford Street
Cecilee Street - west R/W of Skyline Drive to 265' west of Pauline Avenue
Clifton Avenue - Eleanor Street to Cecilee Street
Douglas Avenue - Eleanor Street to Oxford Street
Eleanor Street - Clifton Avenue to 213' west of Skyline Drive
Skyline Drive - Eleanor Street to Douglas Avenue
Spring Avenue - Eleanor Street to Cecilee Street

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Because the resurfacing of these streets is seen as compatible with high volume bituminous surfacing it is recommended that the work be accomplished under a contract let by Nobles County with engineering and construction administration being accomplished by City staff. Combining the work with other County work is recommended as a potential cost savings approach. Exhibit 3 includes a proposed cooperative construction agreement between the County and City providing for the resurfacing to be accomplished as recommended. The agreement is as edited by the City Attorney and approved by the County Attorney.

Staff recommends that Council authorize the Mayor and Clerk to execute the agreement and authorize the Nobles County Board to award the contract with the City work included provided that the bid for the city work is $630,000 or less.

4. AMENDMENT TO AGREEMENT WITH SRF FOR DEVELOPMENT OF OXFORD STREET RECONSTRUCTION LAYOUT

At its April 25, 2016 meeting, Council authorized execution of an agreement between the Minnesota Department of Transportation, SRF Consulting Group and the City for development of a layout for the future reconstruction of Oxford Street from McMillan Street to TH 60 as well as North Humiston Avenue to I-90. Subsequent to approving that agreement, the City entered into an agreement with Nobles County providing for the County to participate for a portion of the local costs. Funding for the original scope of services of SRF was as follows:

Nobles County	$15,502.12
City	$23,247.90
MnDOT Share	$147,274.22
TOTAL	$186,024.24

The layout to be developed will meet certain standards and provide adequate detail to define roadway geometry and related features. Development of the layout intentionally followed Council's adoption the Oxford Street Redevelopment Plan. See:

http://www.ci.worthington.mn.us/sites/default/files/news_release/2015/12/140476Rpt_Book_Final.pdf

The Oxford Street Redevelopment Plan was developed by Cuningham Group Architecture utilizing a substantial public involvement process.

The Oxford Street layout is to be completed with consideration of the Oxford Street Redevelopment Plan and the layout development was also to include an extensive public involvement process intended to seek input from all users. The layout development included the following meetings in addition to online and hard copy surveys:

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JBS Focus Group: 8/16/2016
Worthington Farmers Market Pop-Up Meeting: 8/16/2016
Active Living Plan Committee Focus Group: 9/15/2016
Car Seat Safety Check & King Turkey Day Pop Up Meeting: 9/17/2016
Business Focus Group: 10/7/2016
Joint ALP/Business Group meeting: 1/5/17
Open House: 10/27/2016
Open House: 2/16/2017

Although it was understood that a layout incorporating a shared left turn lane to allow left turns to any driveway along the street was desired by various interests, the known adverse impacts on traffic flow and safety of such a configuration on higher traffic roadways precluded it being in a recommended layout by the designers and road authorities involved. Perpetuating center median traffic channelization and focusing on backage roads/rear shared parking access for businesses was also consistent with the findings and recommendations in the approved Oxford Street Redevelopment Plan. Following the February Open House, efforts were initiated to override the findings of the processes completed up to that point and have center medians removed from the Oxford Street layout. On May 8, 2017, Council held a special meeting to allow MnDOT to present the findings in regard to the function of center medians and allow businesses to state their opposition to them.

Subsequent to the May 8th meeting, MnDOT approved an amendment to the SRF contract (MnDOT cost) to develop adjacent roadway and access concept drawings. The purpose of these concept drawings is to demonstrate the feasible means to provide improve business access for those businesses that do have left in access either directly or via a side street and help ensure the Oxford Street layout addresses an additional truck turns or other movements that would develop when such access improvements might be implemented. Such concept drawings would be more specific than presented in the Oxford Street Redevelopment Plan but would be subject to change as actual redevelopment occurs. In the process of reviewing concept options, city staff recommended use of localized focus group meetings to solicit information on specific needs, allow for comments on options and help convey information on the concepts. An additional amendment to the contract with SRF was proposed to accommodate the focus group meetings. Whereas MnDOT did pay for the first amendment ($22,239) to develop concepts and the purpose of the work is to address local access concerns, it has been proposed that the City pay the additional fees associated with the second amendment.

Exhibit 4 is the scope proposal for the second amendment to the contract with SRF which further describes the scope and purpose of the first amendment and adds $13,542.30 in fees for the nine additional focus group meetings. The fees will need to be funded from Construction Fund (401) reserves. Should Council concur with the need for these focus group meetings, staff recommends that Council authorize the Mayor and Clerk to execute an amendment to the SRF contract and approve an amendment to the 401 fund budget to increase the project cost $13,542.30.

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Funding of the layout development with the scope of services as defined in first and second amendments would be:

Nobles County	*$15,502.12*
City	*$36,789.42*
MnDOT Share	*$169,513.52*
TOTAL	*$221,805.06*

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RESOLUTION NO. 2017-12-

ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

WHEREAS, Resolution No. 2017-11-07 of the City Council of the City of Worthington, adopted on the 27th day of November 2017, fixed a date for a council hearing on the proposed improvement of the following described streets by extension of the municipal wastewater collection system:

West Gateway Drive from Trunk High 59/60 to 1,465 feet north of the north right-of-way of Trunk High 59/60;

and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and said hearing was held on the 11th day of December 2017, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report received on the 27th day of November 2017.

2. Such improvement is hereby ordered as proposed in the council resolution adopted on the 27th day of November 2017.

3. Design Tree Engineering Inc. is hereby designated as the engineer for such improvement and shall prepare plans and specifications for the making of such improvement.

4. The city council declares its official intent to reimburse itself for the cost of the improvement from the proceeds of tax exempt bonds.

Adopted by the City Council of the City of Worthington, Minnesota, this the 11th day of December 2017.

(SEAL)

_____
Mike Kuhle, Mayor

Attest _____
Janice A. Oberloh, City Clerk

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RESOLUTION NO. 2017-12-

ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

WHEREAS, Resolution No. 2017-11-08 of the City Council of the City of Worthington, adopted on the 27th day of November 2017, fixed a date for a council hearing on the proposed improvement of the following described streets and utility corridor by extension of the municipal water distribution system:

> South Lake Street from 400 feet to 920 feet south of the south right-of-way of East Gateway Drive extended, West Gateway Drive from Trunk Highways 59/60 to 1,590 feet north of the north right-of-way of Trunk Highways 59/60, and a utility corridor lying between South Lake Street and West Gateway Drive bounded on the south by a line extended westerly from South Lake Street beginning 920 feet south of the south right-of-way of East Gateway Drive extended and bounded on the north by a line extended easterly from West Gateway Drive beginning 1,590 feet north of the north right-of-way of Trunk Highways 59/60;

and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and said hearing was held on the 11th day of December 2017, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report received on the 27th day of November 2017.

2. Such improvement as described in Option 2 of said feasibility report is hereby ordered as proposed in the council resolution adopted on the 27th day of November 2017.

3. Design Tree Engineering Inc. is hereby designated as the engineer for such improvement and shall prepare plans and specifications for the making of such improvement.

4. The city council declares its official intent to reimburse itself for the cost of the improvement from the proceeds of tax exempt bonds.

Adopted by the City Council of the City of Worthington, Minnesota, this the 11th day of December 2017.

(SEAL)

_____
Mike Kuhle, Mayor

Attest: _____
Janice A. Oberloh, City Clerk

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Building a Better World for All of Us®

November 30, 2017

RE: Contract Amendment
10th Ave Bridge Replacement
SEH No. WORTC 127403 14.00

Dwayne Haffield
City of Worthington
PO Box 279
Worthington, MN 56187

Dear Mr. Haffield:

Short Elliott Hendrickson Inc. (SEH®) is pleased to provide the City of Worthington this proposal for the requested additional professional services for the 10th Avenue Bridge Replacement Project. It is our understanding that the additional Professional Services will include providing Final Design/Construction Documents for the roadway portion of the bridge replacement project.

BACKGROUND

Our original agreement with the City was to provide preliminary and final hydraulic/bridge engineering services to replace the existing bridge on 10th Avenue over Whiskey Ditch with box culverts (Master Agreement for Professional Services dated: January 31, 2014). The final culvert construction documents were to be included with the City's plan set for reconstructing 10th Avenue.

You have requested that SEH provide this proposal to amend our existing contract to include completing the final plans for the entire project which will include reconstructing approximately 250' on 10th Avenue east of the bridge and 250' on Park Avenue west of the bridge to better align the intersection. The City is planning to apply for Minnesota State Bridge Bond funding for this project and would like to have the plans completed in early 2018 so they can get the project on the waiting list for funding.

SCOPE OF WORK

Final Design

SEH will utilize the design concept that was developed during the preliminary design to perform a detailed design of the roadway corridor for both 10th Avenue and Park Avenue. The scope of work for the Final Design will consist of the following components:

Construction Documents – Plans and Specifications

- Prepare a complete set of plans and specifications for the street improvements for the approved concept that meet the Mn/DOT requirements.
- Specifications based on Mn/DOT Standard Specifications for Construction, including the use of Division I as general conditions.
- Incorporate the City's applicable special provisions or standard details into the plans and specifications as needed.
- Include the preparation of a Storm Water Pollution Prevention Plan (SWPPP) in plans, in accordance with the requirements of Minnesota's 2013 NPDES Stormwater General Permit and following the MPCA's SWPPP Checklist (form wq-strm2-47)

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Plan Review Submittals

- 70% City design review - plans will be submitted to the City of Worthington for review at approximately 70% design with ongoing communication during plan development to minimize the need for earlier reviews.
- 95% City design review – plans will be submitted to the City of Worthington for review when plans have reached approximately 95% for final input prior to State Plan Review submittal.
- State Plan Review Submittal – plans will be submitted to MnDOT for State plan review after final City review.

Bidding Phase

SEH will assist the City of Worthington during the bidding phase with the following tasks:

- Upload bidding documents to Quest CDN with links to SEH and City of Worthington websites for advertisement for bids
- Assist the City with questions from potential bidders related to the project
- Prepare and issue any necessary addenda for the project
- Prepare a bid abstract, review the bidder's qualifications and prepare a recommendation of award

PROPOSED SCHEDULE

SEH understands that the project bid date for the 10th Avenue Bridge Replacement Project is dependent on the City's ability to procure funding. SEH is proposing to have the plans ready for review by late winter 2018.

PROJECT TEAM

Al Murra will serve as the Project Manager and Engineer for the project. Kristi Pederson will serve as our Senior Civil Technician and will be primarily responsible for drafting and plan production. Kyle Schelhaas will assist Kristi with drafting and plan production.

COMPENSATION

SEH proposes to amend our original agreement for the above Scope of Work. SEH proposes to be compensated based on the hourly cost of personnel plus reimbursable expenses. SEH will provide the Scope of Work, as outlined above, for a fee not to exceed **$31,720.00** including reimbursable expenses. Additional services required beyond the tasks and estimated hours as described can be negotiated and/or provided as extra work on an hourly basis. The City of Worthington will be invoiced for actual labor and reimbursable expenses incurred by SEH to complete the work. The person/hour task budget for the anticipated work is attached.

We appreciate the opportunity to serve as your partner in this effort, and welcome any questions you may have regarding our proposal or qualifications. Feel free to contact me at 605.330.7015 or amurra@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Alan V. Murra, PE
Project Manager

Attachment
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Worthington 10th Ave Bridge Replacement - Contract Amendment

Deliverables: **Final Design Construction Documents, Cost Estimate**

Task	Project Manager / Engineer	Lead Technician	Civil Technician	Water Resources Engineer	Administrative Assistant
A. FINAL DESIGN					
Base CAD Drawing Preparation					
Geometrics/Linework		4			
Alignments		4			
Profiles		8			
Surfaces/Corridors		16			
Pipe Networks		8			
Plans Assembly					
Title Sheet			2		
Index Map			2		
Estimated Quantities / Quantity Take Off		4	2		
Construction Notes Sheet	2	4			
Earthwork Summary		4			
Structure Schedule/Table of Pipe Quantities		4			
Traffic Control Plan Notes Sheet		4	2		
Traffic Control Sign Tabulation			4		
Traffic Control Layout	4	12	8		
Typical Sections	2	4	2		
Construction Details and Standard Plates		2	2		
SWPPP	4	4			
Turf Establishment and Erosion Control Plan			4		
Erosion and Sediment Control Standard Plans (5-297.405)			2		
Grading & Riprap Sheet		4			
Existing Conditions and Removals			4		
Pedestrian Curb Ramp Standard Plans (5-297.250)			2		
Pedestrian Curb Ramp Layout Sheets			4		
Street and Storm Plan & Profile		16	8		
Curb and Gutter and Sidewalk Point Tabulations			4		
Permanent Signage/Pavement Marking Plan and Tab			4		
Permanent Signing Details			2		
Storm Sewer Review	2	4		4	
Incorporate Structures Plan Sheets		2			
Cross Sections		4			
QA/QC	8				
Engineers Estimate		4	4		
Project Manual					
Prepare Front End Documents	10				4
Prepare Technical Specifications	10				4
Review Process					
City Review Modifications	2	8			
State Coordination (Bridge Bond Funds)	8				
State Plan Submittal (Bridge Bond Funds)	4	4			
State Review Modifications (Bridge Bond Funds)	4	4			
B. Bidding Process					
Answer Questions during Bidding	2				
Prepare Addenda	2				2
Attend Bid Opening	2				
Prepare Recommendation of Award Letter	1				1
Review Received Contracts	1				1
Total hours **278**	68	132	62	4	12
Staff	**Al Murra**	**Kristi Pederson**	**Kyle Schelhaas**	**Brad Woznak**	**Sue Redmer**

Project labor cost	**$30,966.00**
Survey Subconsultant - Midwest Engineering	
One-Call and Re-Topo for all of Private Utilites	**$550.00**
Total Subconsultant Expenses	**$550.00**
Expenses & Equipment Charges	
SEH Mileage Expenses - ($0.53/mile)	**$127.00**
Misc. Expenses	**$77.00**
Total Project Expenses	**$204.00**
Contract Amendment (to complete additional work)	**$31,720.00**
Previous Contract Amount	*$26,700.00*
New Contract Amount	**$58,420.00**

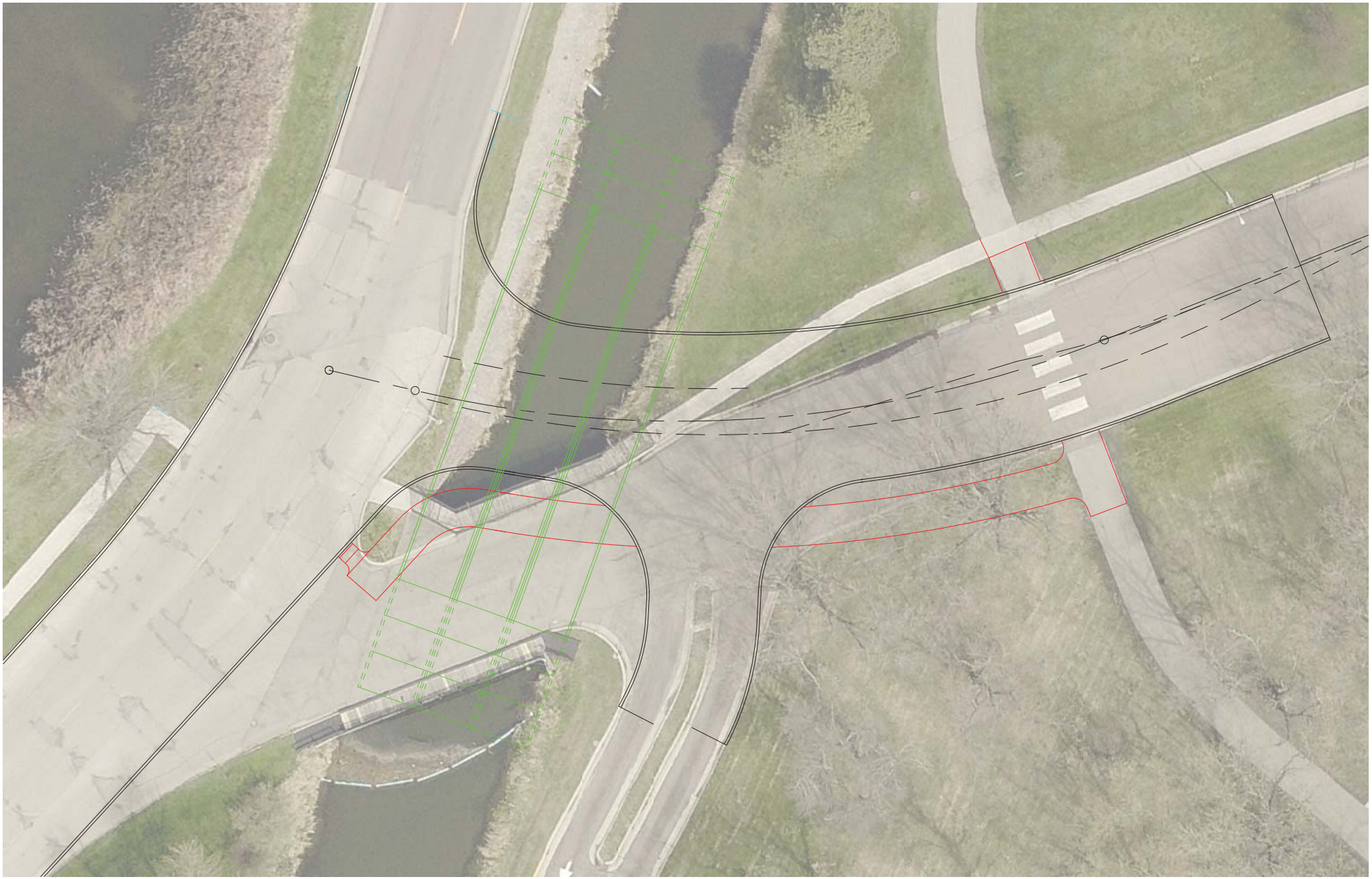

EXHIBIT 2-4

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COOPERATIVE CONSTRUCTION AGREEMENT

WHEREAS, The City of Worthington, hereinafter “City”, intends to resurface certain streets in 2018, which is hereinafter referred to as “City Project”; and

WHEREAS, attached hereto as Exhibit ‘A’ is a list of the streets to be included in the Project; and

WHEREAS, Nobles County, hereinafter “County”, intends to let bids to have similar work done on various streets and highways under its jurisdiction which it is anticipated will result in a Contract; and

WHEREAS, Nobles County is willing to allow the City Project to be included as a part of the Contract.

NOW, THEREFORE, BE IT AGREED, By and between the City of Worthington and Nobles County that:

1. The County shall let bids for a Contract which will have a separate bid amount for the City Project.

2. Prior to the issuance of bid specifications, the City shall prepare the construction plans and any necessary special provisions to be included in the that portion of the bid specifications related to the City Project.

3. The specifications for the Contract shall be written in such a way so as to identify the separate cost for the City’s portion of the project and shall also allow the City Project to be excluded from the Contract.

4. Upon opening of the bids for the Contract, the County shall notify the City of the cost for the City’s share of the project and the City shall, at that time, advise the County whether or not the City desires to be included or excluded from the Contract to be awarded.

5. If the City’s share of the project is included in the Contract, the City shall, within 30 days of the award, make payment to Nobles County in an amount equal to 95% of that portion of the bid applicable to the City Project.

6. The County shall have sole responsibility to administer the Contract. The City, however, shall perform inspection services during construction operations, determine all quantities for partial and final payments, and prepare any necessary change orders or supplemental agreements in a format acceptable to the County for the City Project.

7. Upon notification by the County that final payment by the County has been made as to the City’s portion of the project, the City shall, within 30 days of such notification, reimburse the County for the actual remainder of those costs under the Contract.

8. In the event that the total amount paid for the City Project is less than 95% of the bid for the City Project, the County shall reimburse the difference between such amount and the initial payment made by the City for the City Project. Such reimbursement shall be made no later than 30 days after final payment by the County for the City Project.

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Dated this _____ day of _____, 2017.

_____
Mayor, City of Worthington, Minnesota

(Seal)

Attest:

_____
Clerk, City of Worthington, Minnesota

Dated this _____ day of _____, 2017.

_____
Chairman, Nobles County, Minnesota
Board of Commissioners

(Seal)

Attest:

_____
Administrator, Nobles County, Minnesota

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Burlington Avenue - Darling Drive to Oxford Street

Cecilee Street - west R/W of Skyline Drive to 265' west of Pauline Avenue

Clifton Avenue - Eleanor Street to Cecilee Street

Douglas Avenue - Eleanor Street to Oxford Street

Eleanor Street - Clifton Avenue to 213' west of Skyline Drive

Skyline Drive - Eleanor Street to Douglas Avenue

Spring Avenue - from Eleanor Street to Cecilee Street

US 59 Worthington Corridor Study / Layout Project

Minnesota DOT State Project (SP) 5304-39
City of Worthington

Scope Amendment Objective

Through the course of the US 59 Worthington Corridor Study/Layout project it has become necessary to conduct additional adjacent corridor roadway analysis to provide more information to the public and local officials. To do so, MnDOT is reviewing additional options for "off corridor" improvements that could be implemented by others to improve site access for adjacent US 59 property owners. Along with this additional review it is appropriate to follow up with these property owners to share this information and the outcomes associated with it through focused group meetings with those potentially affected.

Scope Amendment Work Plan

MnDOT has already agreed to pay for and complete the following work plan items:

1. Develop adjacent roadway and access concept drawings – based on access issues along TH 59, provide the following:
   a. Conduct an internal access opportunity workshop to determine most feasible options for Frontage Roads/Backage Roads.
   b. Develop adjacent roadway and access concept drawings for up to two different concepts and five varying segments.
      - Identify immediate solutions, such as stand-alone projects that could implemented in the near-term (6 months to 1 year) – including signing, striping, gravel placement, and/or minor paving.
      - Identify intermediate solutions, such as paving within existing ROW where there is no road today (grass area), widen side-streets or increase corner radii to accommodate commercial vehicles, increase the scope of planned reconstruction projects, or modify large segments of curb to better accommodate access.
      - Identify long-term solutions, such as parcel acquisition, building relocation, and/or acquiring easements. Recommendations for potential steps that could be taken to prepare for future zoning changes will be included.
   c. Develop planning-level improvement cost estimates, providing a range of cost for immediate and intermediate access modification solutions.

An additional amendment is needed to accommodate the property owner outreach to share findings:

2. **Develop, prepare for, and conduct nine (9) additional business/property owner meetings (Focus Groups) than what was originally planned.**

The cost to complete this additional amendment (shown here in red text) is $13,541.52

GRAY

COMMUNITY/ECONOMIC DEVELOPMENT MEMO

DATE: **DECEMBER 11, 2017**
TO: **HONORABLE MAYOR AND COUNCIL**
SUBJECT: **ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

CASE ITEMS

1. CONDITIONAL USE PERMIT – AMCON CONCRETE PRODUCTS AND CEMSTONE MATERIALS

Amcon Concrete Products and Cemstone Concrete Materials in Exhibit 1A are seeking the issuance of a conditional use permit for property located east of North Frederick Avenue between Oxford Street and Stower Drive. If approved, the applicant will be permitted to construct a ready-mix concrete plant and expand the existing Amcon block and aggregate storage on the subject property. Manufacturing – Primary Production is permitted in the "M-2" – General Manufacturing zoning district, which is the zoning classification of the subject property, through the issuance of a conditional use permit. The legal description of the subject property is as follows:

TRACT B

Lot 1 and that part of Lot 7, Auditor's Outlots 1 to 12, inclusive, in the South Half of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows: Beginning at the intersection of the east line of Lot 1 of said Auditor's Outlots and a line 481.60 feet north of and parallel with the south line of said Section 14; thence on an assumed bearing of North 19 degrees 12 minutes 39 seconds West, along the east line of said Lot 1, a distance of 160.90 feet to the north line of said Lot 1; thence on a bearing of West, along last said line, 250.00 feet to the west line of said Lot 7; thence on a bearing of North 19 degrees 12 minutes 39 seconds West, along last said line, 294.98 feet to the north line of said Lot 7; thence on a bearing of East, along last said line, 400.00 feet; thence on a bearing of South, 430.50 feet to the point of beginning. Containing 2.34 acres, more or less.

TOGETHER WITH

That part of a tract 100 feet by 2805 feet in the Southwest Quarter of Section 14, Township 102, Range 40 West of Auditor's Outlots 1, 7 and 8 and east of Tracts I and J, formerly railroad right-of-way, recorded in that certain Conveyance of Forfeited Lands recorded as Document No. 248828 in the office of the Nobles County Recorder, described and bounded as follows: All of said tract bounded in the north by the south boundary of Stower Street, and bounded on the south by the north boundary of Oxford Street, subject to all easements and restrictions of record. EXCEPTING THEREFROM the south 230 feet thereof.

TOGETHER WITH

Commencing at the intersection of the easterly right of way line of a former railroad as recorded in Document No. 248828 and the north line of Oxford Street, being 67 feet north of the south line of said Section 14; thence on an assumed bearing of North 19 degrees 12 minutes 39 seconds West, along said easterly right of way line, a distance of 95.31 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 19 degrees 12 minutes 39 seconds West, along said easterly right of way line, a distance of 81.99 feet; thence South 68 degrees 51 minutes 15 seconds West a distance of 8.43 feet to an iron monument; thence South 21 degrees 08 minutes 45 seconds East a distance of 79.76 feet to an iron monument; thence North 90 degrees 00 minutes 00 seconds East a distance of 6.07 feet to the point of beginning, subject to easements now of record.

EXCEPTING THEREFROM

The area within the Oxford Street Right-Of-Way Plat, according to the recorded plat thereof.

EXCEPTING THEREFROM

That part of Lot 7 of the Auditor's Outlots 1 to 12, inclusive in the South Half of the Southwest Quarter of Section 14, Township 102 North, Range 40 West, City of Worthington, Nobles County, Minnesota, described as follows: Commencing at the northwest corner of said Lot 7 of Auditor's Outlots 1 to 12, inclusive, according to the recorded plat thereof; thence on an assuming bearing of North 90 degrees 00 minutes 00 seconds East, along the north line of Lot 7, also being the north line of a tract as recorded in Document No. 219705, a distance of 100.62 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East, along said north line, a distance of 300.00 feet to the northeast corner of said tract; thence South 0 degrees 00 minutes 00 seconds West, along the east line of said tract, a distance of 200.00 feet to an iron monument; thence South 90 degrees 00 minutes 00 seconds West a distance of 200.00 feet to an iron monument; thence North 26 degrees 33 minutes 54 seconds West a distance of 223.61 feet to the point of beginning.

The Planning Commission considered the conditional use permit application at its December 5, 2017 meeting. After holding a public hearing, the Commission voted unanimously to approve the conditional use permit with the following conditions:

1. Maintain compliance with all federal and state laws, rules and regulations;

2. The 3' screening berms illustrated in the site plan feature coniferous trees to provide vertical screening;
3. The drives and parking spaces illustrated in the submitted site plan are constructed as a dustless and durable, hard surfaced area; and
4. Improvements are done in accordance with the site plan included in the application.

Their recommendation was based on public testimony and the following considerations:

1. Exhibit 1B shows the Non-Residential Use Group 'BB. Manufacturing, Heavy' includes concrete mixing. Exhibit 1C shows the subject parcels are all zoned "M-2" – General Manufacturing. Exhibit 1B shows the Non-Residential Use Group 'BB. Manufacturing, Heavy' is permitted in the "M-2" – General Manufacturing District through issuance of a conditional use permit. As such, this proposed plant expansion will be permitted on these parcels with the issuance of a conditional use permit.

2. Exhibit 1D shows submitted site plan that has been found to comply with local zoning regulations, including parking requirements and lot setbacks.

3. Exhibit 1E features an excerpt from The Worthington Comprehensive Plan that has identified these parcels as focusing on promoting the retention and expansion of industrial land uses. The proposed plans are expected to retain the existing concrete plant business and allow them to expand and modernize their operations.

4. Exhibit 1F features an excerpt from The Worthington Comprehensive Plan states that building on the existing foundation of industrial areas is a key element of the community vision.

5. Exhibit 1F features an excerpt from The Worthington Comprehensive Plan that identifies minimizing noise, odor and traffic conflicts with nonindustrial uses and access to the site in factors for planning for industrial land uses. The conditions put forth by the Planning Commission each address one or more of these potential concerns.

2. FIRST READING – TEXT AMENDMENT (TAPROOMS)

With the increased popularity of breweries and the growing number of breweries being opened in Greater Minnesota, is it the opinion of the Planning Commission that the City of Worthington needs to update the City Zoning Ordinance to define breweries and where they will be permitted to exist and operate within the city limits. The Planning Commission and City staff are requesting City Council consideration of a text amendment to Title XV, Chapter 155 of the City Code that would:

1. Define taprooms as "A Brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to

one brewery location owned by the brewer under Minn. Stat. 340A.26, Subd. 1"; and

2. Permit taprooms in the B-2 Central Business, B-3 General Business, B-4 Shopping Centers, M-1 Light Manufacturing and M-2 General Manufacturing zoning districts with the issuance of a conditional use permit.

As can be seen in Exhibit 2A, the Community Context chapter of the Worthington Comprehensive Plan (under the Economic Opportunity section of the Diversity section) states "New residents may become entrepreneurs, seeking to fill the demand for new businesses. Capturing this opportunity could be an important economic development strategy." Exhibit 2B illustrates the Greater Minnesota Cities of Jordan, Luverne, Marshall, Montevideo, New London and the City of Sioux Falls and where they have allowed breweries to exist within their city limits. As can be seen from Exhibit 2B, many of the breweries illustrated are located within the downtown or Central Business Districts. Exhibit 2C shows the City of Worthington Business Districts and their intended purposes. The recommended changes to the Zoning Ordinance are illustrated in Exhibit 2D.

The Planning Commission held a public hearing on this matter at its December 5, 2017 meeting. After closing the public hearing and some discussion, the Commission unanimously voted to recommend adoption of the proposed ordinance as presented. Should Council concur with the Commission's recommendation, it may approve the first reading of the proposed amendment shown in Exhibit 2E.

GRAY

CITY OF WORTHINGTON PLANNING AND ZONING

APPLICATION FORM

Note to applicant: This is a comprehensive application form. You only need to complete those items related to your type of development. All items must be completed prior to acceptance of the application.

NAME OF APPLICANT Amcon Concrete Products & Cemstone Concrete Materials PHONE 651-688-9292

ADDRESS 2025 Centre Pointe Blvd, Ste 300 CITY Mendota Heights STATE MN ZIP 55120

LEGAL DESCRIPTION OF THE PROPERTY 501 Oxford Street

PID's ; 31-3893-250, 31-06360250, 31-0636-000, 31-0636-500

BRIEF DESCRIPTION OF REQUEST To construct a ready-mix concrete plant and the expand existing Amcon block and aggregate storage.

(attach additional sheets if necessary)

TYPE OF APPLICATION		FEE	REQUIRED SUBMITTALS (See reverse side.)
PRELIMINARY PLAT	____	$150 +$2 PER LOT	3
REZONING	____	$200 +$1 PER ACRE*	1
ZONING TEXT CHANGE	____	$200*	7
CONDITIONAL USE PERMIT	X	$200*	4
VACATION OF PUBLIC WAY	____	$75*	5
PLANNED UNIT DEVELOPMENT	____	$350*	1,3,4
AMENDED P.U.D.	____	$150*	1,3,4
VARIANCE	____	$200*	2,4
ADMINISTRATIVE APPEAL	____	$30	6
APPEAL	____	$30	6
VACATE EASEMENT NON-PLATTED	____	$25*	8
VACATE EASEMENT PLATTED	____	$100*	8

**Subject to an additional recording fee if approved. ($46.00 plus $1.00 per page over 15)*

I hereby certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Ken Kuhn 612-963-1589
Applicant's Name (Please Print)

Applicant's Signature

CONRAD ~~Gerald~~ Schmidt
Owner's Name (Please Print)

Owner's Signature

(the following items will be completed by City staff)

DATE FILED 11/14/17 FEE PAID $ 200 RECEIPT NO. 32242 PARCEL NO. _____

Exhibit 1A

GRAY

APPENDIX E: TABLE 5. SCHEDULE OF USE REGULATIONS

KEY: P - Permitted Use
SCHEDULE OF USE REGULATIONS S - Special Development
A - Accessory Use

NON-RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER			
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L
A. Daily Retail	—	—	—	S	S	—	—	P	P	P	P	S	—	S	—	—	—
B. Convenience Goods	—	—	—	—	S	—	—	P	P	P	P	—	—	—	—	—	—
C. Shopper Common Goods	—	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	—
D. Shopper Occasional Goods	—	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	—
E. Home Furnishings	—	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	—
F. Restaurants	—	—	—	—	S	—	—	—	P	P	P	S	—	S	—	—	—
G. Restaurants (Drive-In)	—	—	—	—	—	—	—	—	—	S	S	S	—	—	—	—	—
H. Entertainment (Public)	—	—	—	—	—	—	—	—	P	S	S	S	—	—	—	—	—
I. Open Air Recreation	—	—	—	—	—	—	—	—	—	P	S	S	—	—	—	—	—
J. Daily Services	—	—	—	—	S	—	—	P	P	P	P	S	—	S	—	—	—
K. Office Services	—	—	—	—	—	—	—	P	P	P	P	S	—	S	—	—	—
L. Medical Services	—	—	—	—	S	—	—	—	P	P	P	—	—	P	—	—	—
M. Household Goods - Repair Services	—	—	—	—	—	—	—	—	S	P	S	P	S	—	—	—	—
N. Home Improvement Services	—	—	—	—	—	—	—	—	S	P	S	P	S	—	—	—	—
O. Supplies	—	—	—	—	—	—	—	—	S	S	S	S	P	—	—	—	—

Exhibit 1B1

GRAY

KEY: P - Permitted Use
SCHEDULE OF USE REGULATIONS S - Special Development
A - Accessory Use

NON-RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER			
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L
P. Automotive and Farm Implement	—	—	—	—	—	—	—	—	S	P	S	S	S	—	—	—	—
Q. Automotive Service	—	—	—	—	—	—	—	S	S	P	S	S	S	—	—	—	—
R. Animal Services	—	—	—	—	—	—	—	—	—	S	S	S	S	—	S	S	—
S. Mortuary	—	—	S	S	S	—	—	—	S	S	—	—	—	—	—	—	—
T. Parking	—	—	—	S	S	—	—	S	P	P	P	P	P	S	—	—	—
U. Terminals	—	—	—	—	—	—	—	—	P	P	S	P	S	AS	—	—	—
V. Printing Trades	—	—	—	—	—	—	—	—	P	P	S	P	P	—	—	—	—
W. Cleaning	—	—	—	—	—	—	—	—	P	P	S	P	P	—	—	—	—
X. Extractive and Recovery Industry	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	S	—
Y. Manufacturing - Light Assembly	—	—	—	—	—	—	—	—	—	—	—	P	P	—	—	—	—
Z. Figurines	—	—	—	—	—	—	—	—	—	—	—	P	P	—	—	—	—
AA. Manufacturing- General	—	—	—	—	—	—	—	—	—	—	—	—	P	—	—	—	—
BB. Manufacturing-Heavy	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—
CC. Manufacturing-Primary Production	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—
DD. Manufacturing-Special Process	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—
EE. Transient Amusement	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	S	—
FF. Railroad Right-of-Way	—	—	—	—	—	—	—	—	P	P	P	P	P	S	—	P	—

Exhibit 1B2

GRAY

KEY: P - Permitted Use
SCHEDULE OF USE REGULATIONS S - Special Development
A - Accessory Use

NON-RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER			
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L
GG. Warehouse	—	—	—	—	—	—	—	—	—	S	—	P	P	—	—	—	—
HH. Pet Stores	—	—	—	—	—	—	—	—	S	S	S	S	—	—	—	S	—
II. Adult Oriented Businesses	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—	—
JJ. Contractor Yard	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—
KK. Petroleum Bulk Storage	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—	—

Exhibit 1B3

GRAY

PART II. NON-RESIDENTIAL USE GROUPS

A. DAILY RETAIL - Any retail business supplying daily needs and commodities primarily for residents of the adjoining neighborhood, such as drugs, grocery, liquor for consumption off the premises, meats excluding slaughtering, and bakery and candy stores, including the baking and processing of food products when prepared for retail sale on the premises

B. CONVENIENCE GOODS - Any retail business supplying only daily need commodities for the residents of the surrounding neighborhoods, such as supermarkets, drug stores, florists, gift and card, book and stationery, hardware, paint and wallpaper, coins and philately, cosmetics and perfume, hobbies and toys, office supplies, tobacco shops, photographic supply and cold storage lockers, excluding slaughtering

C. SHOPPER COMMON GOODS - Such as apparel, variety, jewelry, shoes, and dry goods

D. SHOPPER OCCASIONAL GOODS - Such as leather, luggage, furs and foundation ware

E. HOME FURNISHINGS - Such as furniture, appliances, floor covering, draperies

F. RESTAURANTS - Restaurants, cafes, delicatessens and tea rooms, but not including entertainment, dancing, alcoholic beverages not consumed with a meal or drive-in restaurants

G. RESTAURANTS (DRIVE-IN) - Drive-in eating and drinking

H. ENTERTAINMENT (PUBLIC) - Bars, taverns, cocktail lounges, night clubs, theaters, billiard parlors, pool halls, bowling alleys and massage parlors

I. OPEN AIR RECREATION - Any type of commercial recreation including golf driving ranges, drive-in theaters, swimming pools, skating rinks, tennis clubs, but excluding auto race tracks

J. DAILY SERVICES - Any service establishment performing services primarily for residents of the adjoining neighborhood such as a barber, beautician, self-service laundries, clothes cleaning and laundry pickup stations, shoe repair and shine, and tailor shops

K. OFFICE SERVICES - Public and private offices, banks and financial, post office (not major distribution), utility office and collection, and photographers

L. MEDICAL SERVICES (EXCLUDING NON-HUMAN) - Medical clinic, optometrist, optical services, and chiropody

M. HOUSEHOLD GOODS REPAIR SERVICES - Including sales, parts and repair but not including appliance assembly or manufacturing, upholstery, watch and clock repair, locksmith, or pawn shop

N. HOME IMPROVEMENT SERVICES - Carpenter shops, plumbing and heating repair, painting and paper hanging shops, janitorial services, excluding contractor yards

O. SUPPLIES - Farm, feed and seed supply, lumber yards and lawn and gardening supplies

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P. AUTOMOTIVE AND FARM IMPLEMENT - Automotive sales, parts, repair or for hire, auto accessories, auto auction, used car lots, farm implement sales, parts and repair, recreation vehicle sales, parts and repair, mobile home sales and storage

Q. AUTOMOTIVE SERVICE - Gas stations and car wash

R. ANIMAL SERVICES - Kennels, animal hospitals, veterinarian clinics, animal auction, livestock buying and selling, extermination and pounds

S. MORTUARY

T. PARKING - Automobile parking lots and garages, excluding repairs

U. TERMINALS - Ambulance and taxi service, bus, rail and rotocraft terminals excluding motor freight

V. PRINTING TRADES - Publishing, job printing, lithographing, blue printing

W. CLEANING - Clothes cleaning and dyeing, diaper service, laundries, linen supply and carpet and rug cleaning

X. EXTRACTIVE AND RECOVERY INDUSTRY - This group includes the mining, quarrying, excavation, processing, storing, separating, cleaning or marketing of natural resources such as sand, gravel, earth, peat, coal, minerals, gas, and oil, etc., the establishment or operation of junk yards or the salvaging or reclamation of materials

Y. MANUFACTURING - LIGHT ASSEMBLY - The manufacturing, compounding, assembling or treatment of products from the following previously prepared materials, bone, canvas, cellophane, cloth, cork, feathers, felt, fibre, fur, glass, hair, leather (tanned), horn, paper, plastics, precious or semi-precious metals or stones, sheet metal, shell, textiles, tobacco, wax, wood (except saw and planing mills) and yarns

Z. FIGURINES - The manufacture of pottery, figurines or other similar products, using only previously pulverized clay, and kilns fired only by electricity or gas

AA. MANUFACTURING - GENERAL - Any manufacturing use meeting performance standards (and not listed separately under MANUFACTURING: HEAVY, PRODUCTION, OR SPECIAL PROCESS)

BB. MANUFACTURING, HEAVY - The manufacturing of acetylene in excess of 15 pounds pressure psi; and acid; asbestos; asphalt and concrete mixing but not manufacturing; automobile assembly; bleaching, cleaning and dyeing plant brewing or distilling of liquors; brick, pottery, tile and terra cotta manufacturing; petroleum bulk storage in excess of 125,000 gallons cumulatively; candle or sperm oil manufacturing; disinfectant, insecticide or poison manufacturing; crematory; cooperage works; dextrine, starch or glucose manufacturing; emery cloth or sandpaper manufacturing; felt manufacturing; flour or grain mill; forge or foundry works; hair or hair products manufacturing; lime or lime products manufacturing; linoleum, oil cloth or oiled goods manufacturing; match manufacturing; meat packing, stockyards or slaughterhouses; paper and pulp manufacturing; perfume manufacturing; pickle, sauerkraut or sausage manufacturing; plaster manufacturing; poultry slaughter-house, including packing and storage for wholesale; printing ink manufacturing; radium products; sewage treatment plant;

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shoddy manufacturing; shoe blacking or polish manufacturing; steel fabrication; steam power plant, except where accessory to a permitted principal use; and stone and monument works

CC. MANUFACTURING - PRIMARY PRODUCTION - Manufacturing uses involving primary production of asphalt, cement, charcoal and fuel briquettes; aniline dyes; ammonia, carbide, caustic soda, cellulose, chlorine, carbon black and bone black, creosote hydrogen, and oxygen, industrial alcohol, nitrates of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosive, fertilizers, gelatine, animal glue and size; turpentine, rubber soaps, including fat rendering

DD. MANUFACTURING - SPECIAL PROCESS - The processes of nitrating of cotton or other materials; magnesium foundry; reduction, refining, smelting, and alloying of metal or metal ores; slag piles, refining petroleum products, such as gasoline, kerosene, naphtha, lubricating oil, distillation of wood or bones; storage, curing or tanning of raw, green or salted hides or skins

EE. TRANSIENT AMUSEMENT - Circus, carnivals and other transient amusement enterprises, auto race tracks and county fairs

FF. RAILROAD RIGHT-OF-WAY - Railroad right-of-way but not including terminals, transfer and storage tracks, nor accessory structures except incidentally provided for communication or switching equipment

GG. WAREHOUSE - Wholesale warehouse and motor freight terminals

HH. PET STORES

II. ADULT ORIENTED BUSINESS

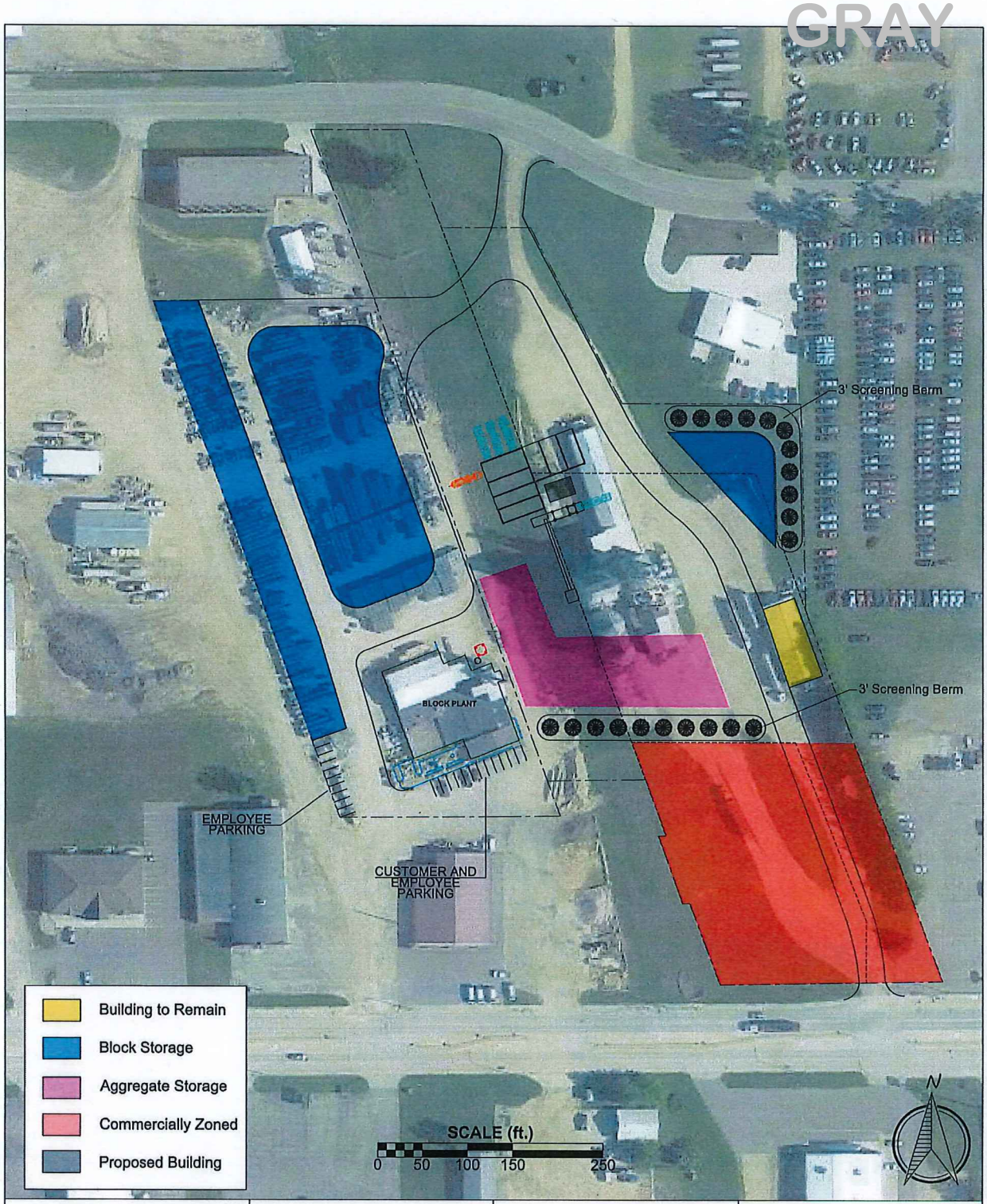
JJ. CONTRACTOR YARD

KK. PETROLEUM BULK STORAGE - Storage of less than 125,000 gallons cumulatively

GRAY

Exhibit 1C

GRAY



AMCON CONCRETE PRODUCTS, LLC
A TCC MATERIALS® COMPANY

CEMSTONE.

Cemstone Concrete Materials
Amcon Concrete Products

Worthington, MN

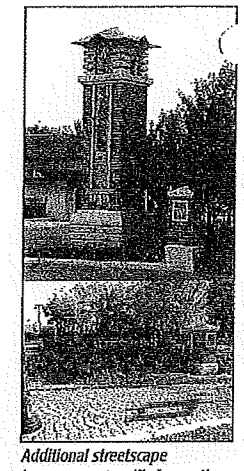
PROPOSED SITE PLAN

Exhibit 1D

GRAY

- Industrial uses are not compatible with plans and objectives for the Downtown District.
- The size of the site and the cost of redevelopment increase the necessity for a mixture of uses on this site. The mixture may include retail, entertainment, office and housing. The site also offers potential location for a community center.
- Redevelopment of the site and the adjacent street will create a stronger link between the Lake and Downtown.
- This site is an essential part of building a stronger entry feature to Downtown from Highway 59/60.

Public improvements will play a role in the future development of the Downtown. Streetscape improvements have been made along 10th Street. The broader application of the streetscape beautifies and defines the core area of Downtown. While some form of streetscape should be considered throughout the retail core of the Downtown, attention should be given to the primary entry corridors, including 5th Avenue and 2nd Avenue.

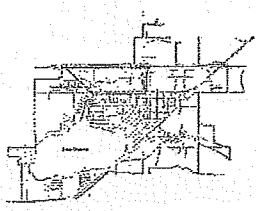


Additional streetscape improvements will chance the character and identity of the Downtown.

Oxford West

Oxford West is an important commercial and industrial district. There are several different facets of the land use in this district:

- Commercial development along Ryan's Road and Humiston will be oriented to highway business and commercial uses. The highway access at this location supports commercial uses serving travelers and a broader market area.
- Commercial development along Oxford will be smaller in scale and oriented towards community uses. The Comprehensive Plan will encourage reinvestment and redevelopment along Oxford to maintain a strong and positive location for businesses.
- The remainder of the area focuses on promoting the retention and expansion of industrial land uses.



Oxford West District

Individual lots and drive define access to the street. Efforts to facilitate redevelopment should explore ways to reduce access points and improve traffic safety.

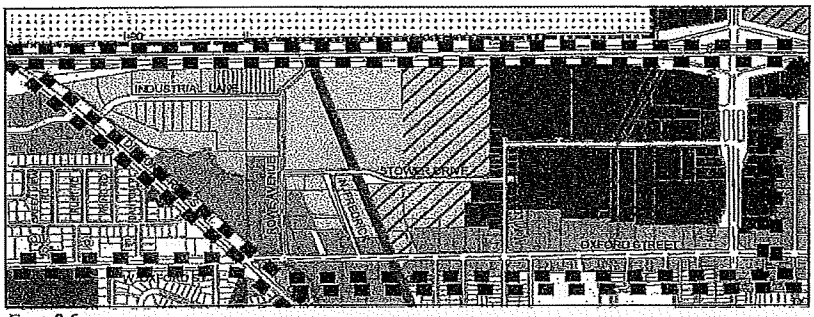


Figure 2-6
Land Use Plan - Oxford West District

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Industrial Land Uses

Industrial areas are important elements of Worthington's identity and its future. Worthington is a major employment center in southwestern Minnesota. Building on this foundation is a key element of the community vision.

- The employment created by industrial users brings people to live in Worthington. These people create the demand for housing and provide the market for commercial development.
- Industry is also part of the market for local commercial businesses.
- Industry creates tax base to finance local government.

Planning for industrial land uses focuses on several factors:

- Ability for existing businesses to expand.
- Minimizing noise, odor and traffic conflicts with nonindustrial land uses.
- Roadway access for employees.
- Access to highway, rail and air transportation to ship products and receive materials for processing.
- Supply, quality and reliability of municipal utilities needed to support operations.

Water supply is an important industrial development issue for Worthington. The groundwater system produces a limited amount of water supply. Upcoming construction of the Lewis and Clark water supply project expands local capacity. The eventual connection with Lewis and Clark does not provide enough water to eliminate supply as a constraint on industrial development. The Comprehensive Plan seeks new industrial growth that does not consume large volumes of water. Shifting large quantities of water supply to one or a small number of new users would impair the City's ability to realize other objectives.

The Comprehensive Plan places emphasis on the success and expansion of existing industries. These businesses and the City share an interest in the future prosperity of the community. With knowledge and acceptance of the community, growing these businesses should be easier than attracting new businesses. A related strategy is promoting the creation of new businesses that may spin-off of existing industries or seek a location close to these industries.

Land Use Categories

The Comprehensive Plan guides industrial land uses as general, special and business park.

General Industrial

General Industrial covers the majority of industrial and manufacturing land uses in Worthington. These areas are vital to the community's employment and economic base. These areas are located along major highway and railroad corridors to help facilitate industrial commerce activities. Significant industrial expansion is planned on the eastern side of Worthington with

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- As a temporary residence, there is little incentive to understand local norms.

It is misleading and risky to stereotypes all "immigrants" to Worthington in this manner. Census data and community interviews clearly suggest that people are coming to Worthington seeking a new home for themselves and their family.

Synthesizing Community Culture

New residents bring heritage and customs that will not be abandoned when they cross the city limits. Planning needs to discover ways to synthesize a new culture. This approach seeks to define the important elements of the middle and meet there.

This process challenges the existing community to be open to new opportunities and approaches. People will find that Syttende Mai and Cinco de Mayo can coexist.

Important for new residents to understand and accept certain standards that apply to everyone:

- Mutual respect.
- Maintenance of property.
- General health, safety and welfare of the community.
- Set of common rules and laws.

Community Image

Worthington must foster the belief that different is good. Differences make Worthington vibrant and interesting. The alternative is the perception that different is unknown and threatening. This perception can result in limits on the ability to attract new residents, new businesses and new customers.

Economic Opportunity

The diversification of Worthington creates significant economic opportunity:

- A more diverse population creates the demand for new goods and services. Some new businesses may targeted at new needs and wants of ethnic groups. A large elderly population also support a different set of business.
- New residents may become entrepreneurs, seeking to fill the demand for new businesses.

Capturing this opportunity could be an important economic development strategy.

Growing Older

In general, the population is aging. The 2000 Census reported a large block in the 40 to 64 years old bracket. If these people remain in Worthington, the elderly population will grow.

Worthington is likely to continue to attract more elderly. Worthington offers the health care, housing options and other services sought by this segment of the population.

The age of the population influences the nature of public services and facilities and the economic capacity to support local government.

Exhibit 2A

GRAY

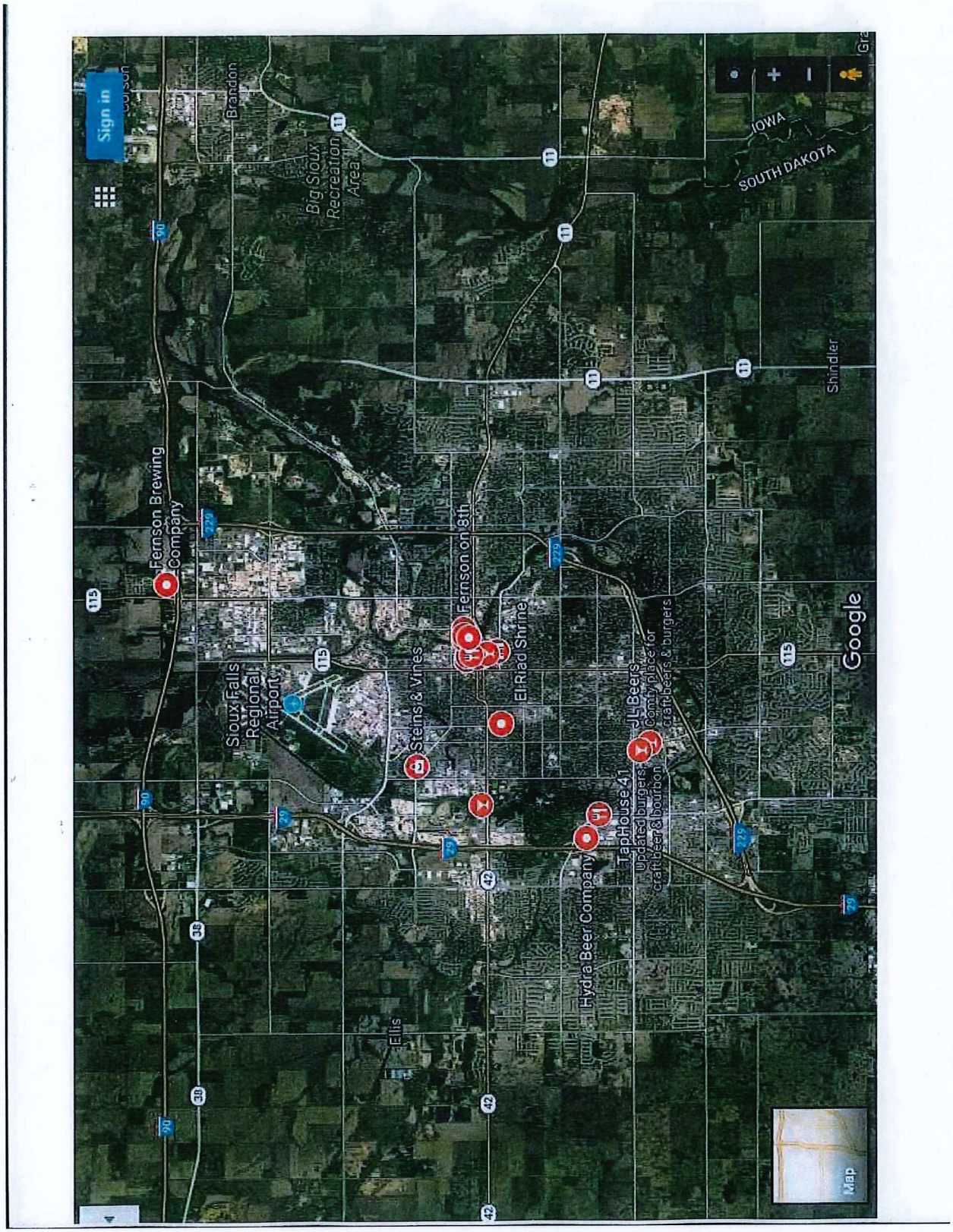

Exhibit 2B

GRAY

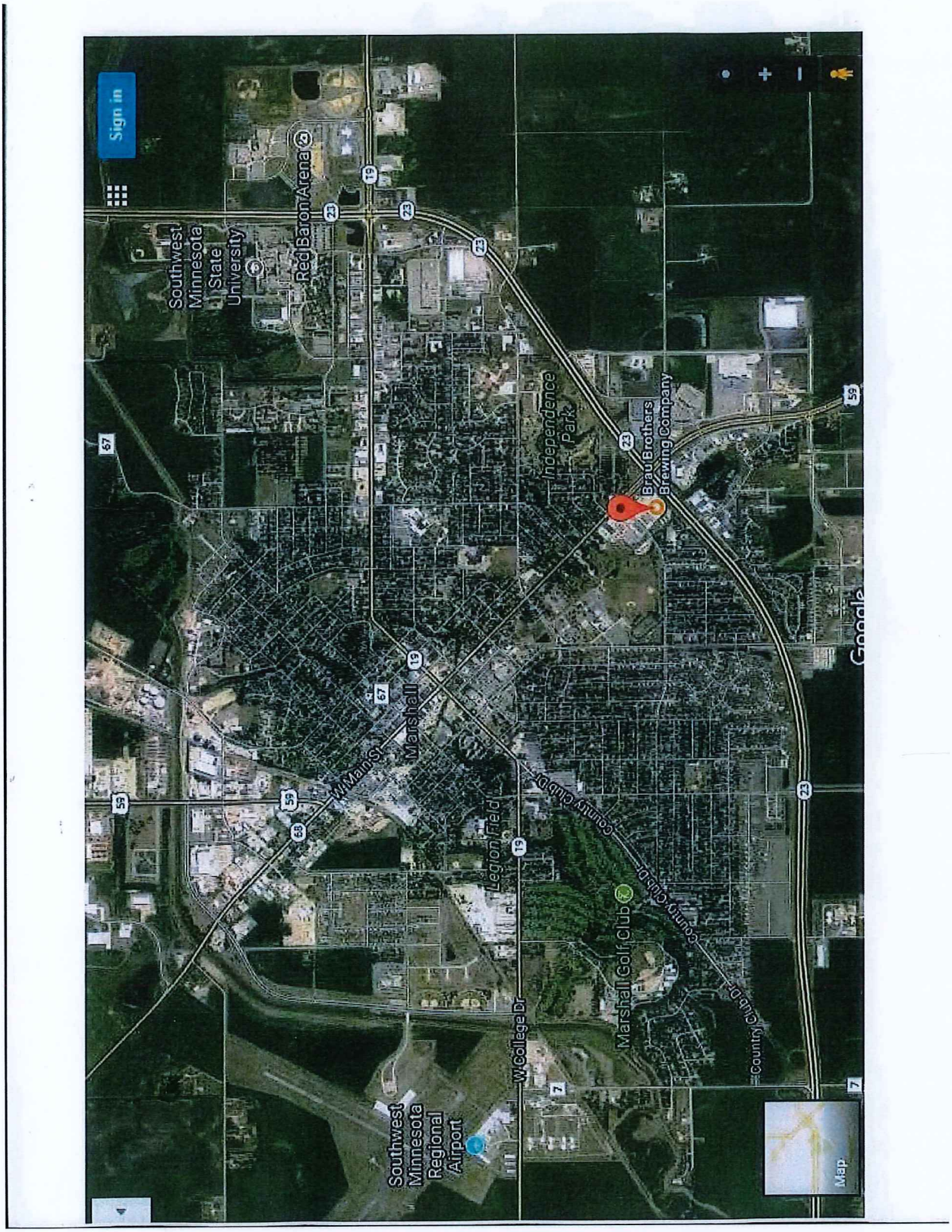

Exhibit 2B

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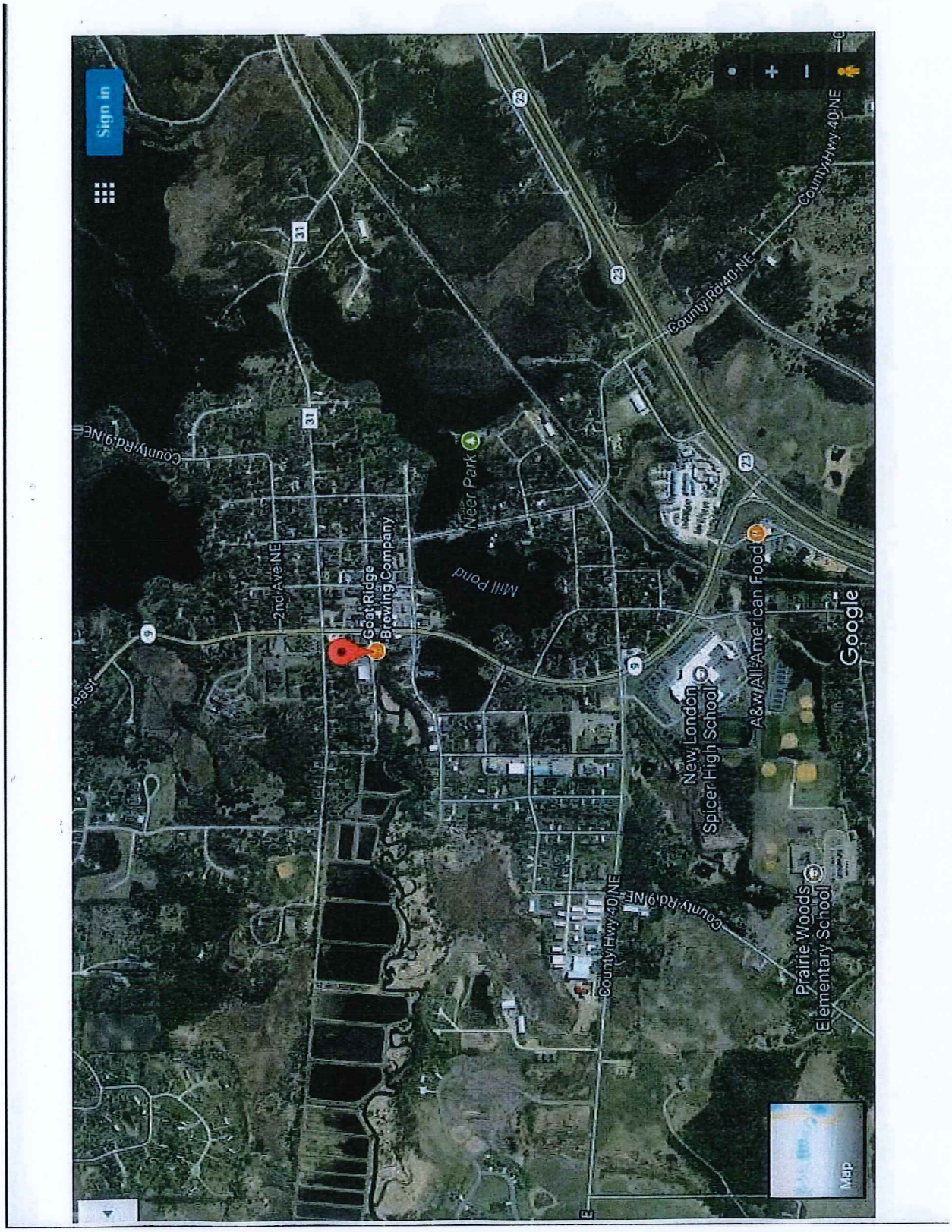

Exhibit 2B

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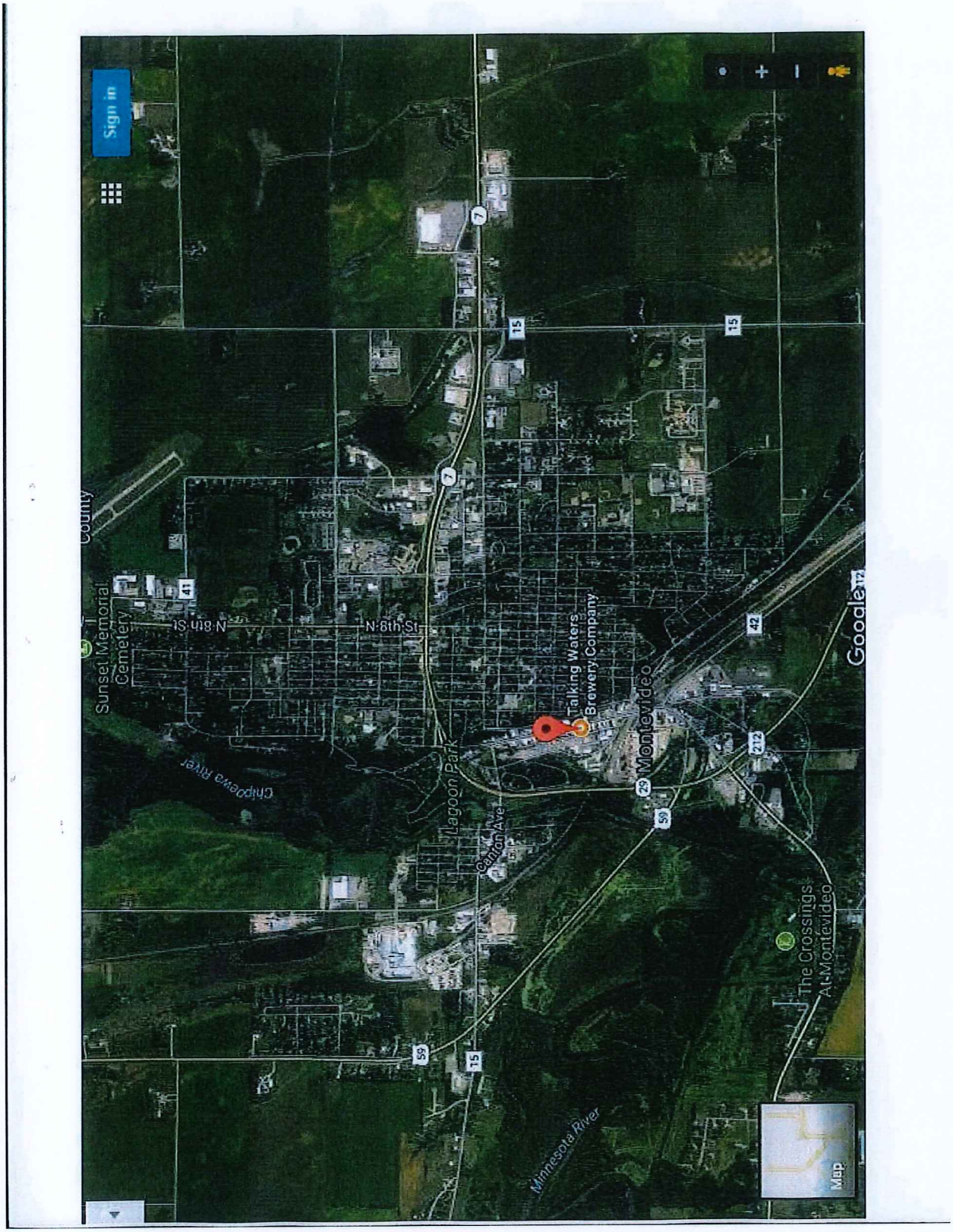

Exhibit 2B

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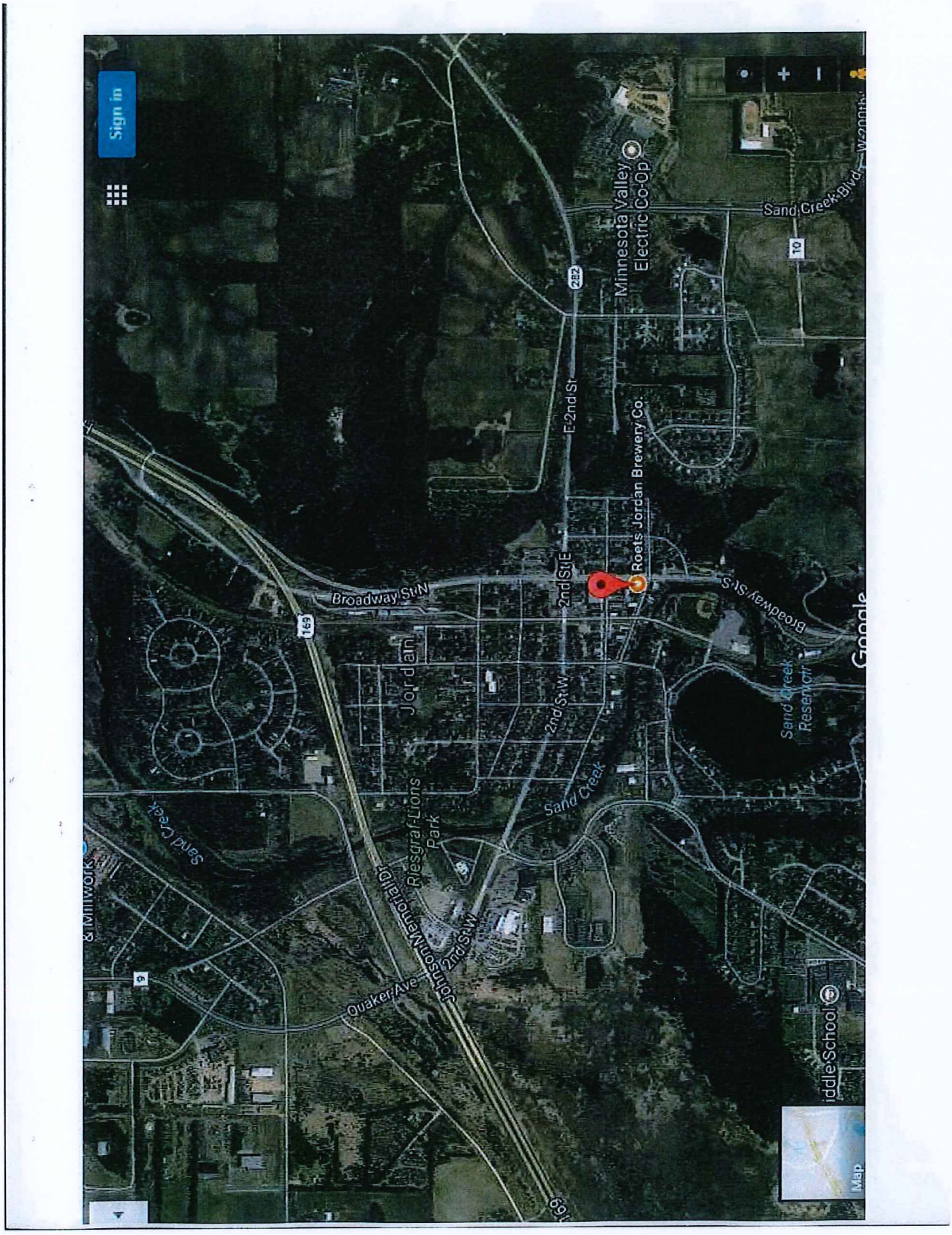

Exhibit 2B

GRAY

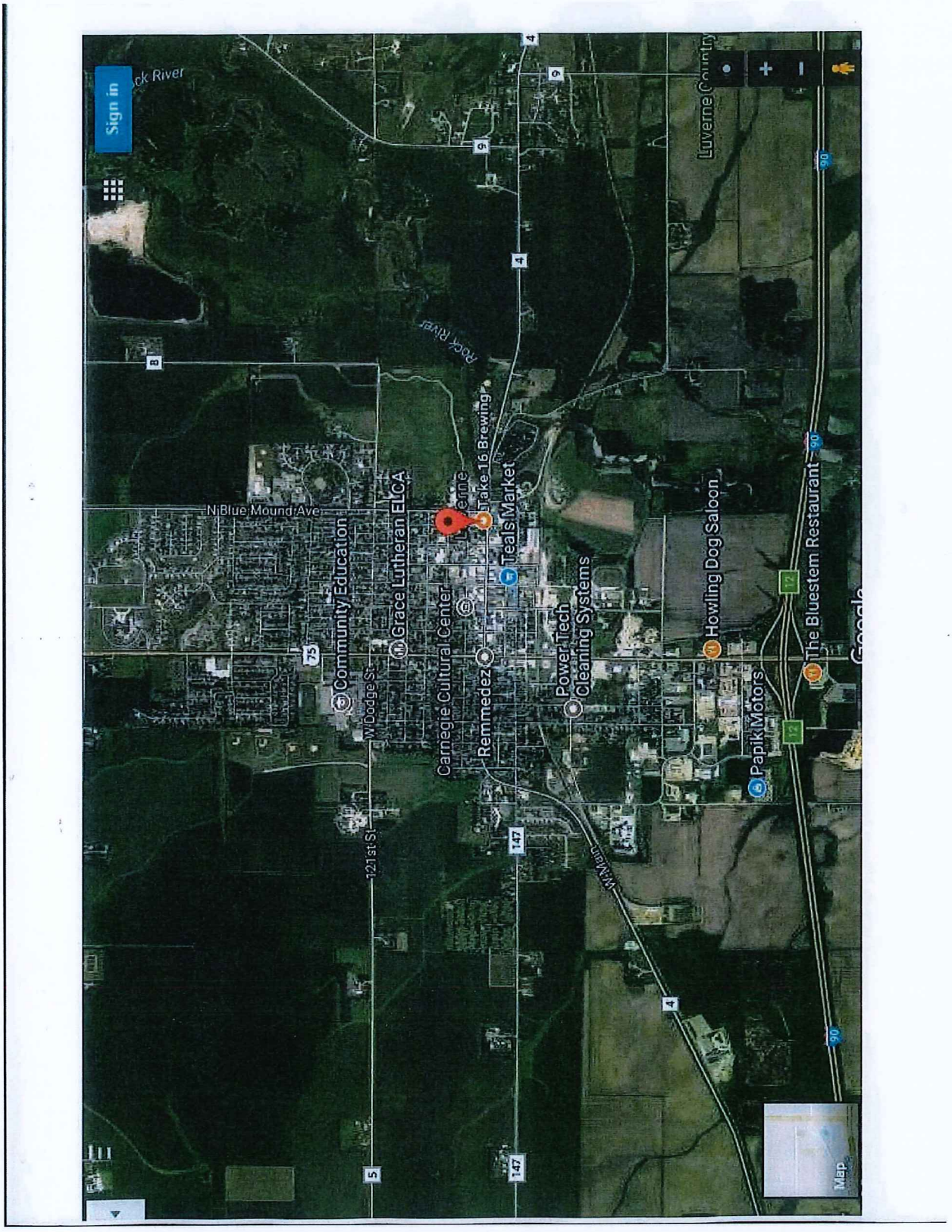

Exhibit 2B

GRAY

§ 155.086 COMMERCIAL DISTRICTS.

(A) *General purposes.*

(1) To group compatible business uses which will tend to draw trade that is mutually interchangeable and so promote business prosperity and public convenience.

(2) To encourage master planning and development of business districts with adequate parking and loading.

(B) *Commercial districts designated.* The following districts are commercial districts:

(1) *Neighborhood Business District (B-1).*

(a) *Purpose.* This district is intended to permit selected businesses in areas adjacent to residential neighborhoods where analysis of the population demonstrates that such facilities are required and desirable.

(b) *Location.* After the date of adoption of this title, no new B-1 districts shall be located within 2,000 feet of another B-1 or B-2, or B-4 district.

(2) *Central Business District (B-2).*

(a) *Purpose.* This district is intended to preserve and enhance the Central Business District as the prime center for office and government employment, shopping and cultural activities.

(b) *Number.* Only one B-2 District shall be permitted.

(3) *General Business District (B-3).*

(a) This district provides allocation for uses that are appropriate to thoroughfare locations, are largely dependent on thoroughfare traffic and are not suitable within other business districts.

(b) This district is created in recognition of the existence of substantial areas presently committed to a form of development which is undesirable in the following respects:

1. Mixed uses of major type

2. Mixed uses of a single type (commercial) which do not encourage the interchange of customers.

3. Access feeds onto a major city arterial directly rather than via a commercial distribution frontage road.

(c) It is not the intent to create additional districts of this type, nor to enlarge the limits of such districts; however, minor adjustments would be allowed.

(d) *Reduced setbacks for commercial structures.* In a B-3 zoning district, the minimum setback for all buildings shall be 50 feet from the right-of-way with the following exceptions:

1. The setback shall be 30 feet when a property fronts on a service road.

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2. The setback may be reduced to 25 feet, provided:

a. The parking area for the use is located behind the front building line of the structure, and

b. The future thoroughfare plan does not indicate a need for additional right-of-way acquisition in front of the proposed building.

(4) *Shopping Centers District (B-4).*

(a) *Purpose.* This district is intended to provide for preplanned shopping centers.

(b) *Detailed plan required.* Uses within this district are to be arranged according to a detailed master plan prepared by the developer and after approval by the Commission. Plan preparation shall conform to § 155.189.

(C) *Retail Shopping Overlay District.*

(1) This overlay district is intended to preserve the concentration of retail shopping activities at ground level along Tenth Street from Second Avenue to Fifth Avenue.

(2) Only one Retail Shopping Overlay District shall be allowed.

(3) Ground level uses permitted in this district shall be as designated in Table 5 of this title for non-residential use groups (A, B, C, D, E, F). Any use permitted in the underlying zoning district, as indicated on the official zoning map, may be allowed as a conditional use in accordance with §§ 155.185 and 155.186 of this chapter.

(4) Non-ground level uses permitted in this district shall be those uses allowed and regulated in the underlying zoning district as indicated on the official zoning map.

('69 Code, § 7-16.02, Subd. 2) (Ord. 622, eff. 7-14-80; Ord. 623, eff. 8-11-80; Am. Ord. 1014, passed 7-14-08; Am. Ord. 1015, passed 8-11-08)

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PART II. NON-RESIDENTIAL USE GROUPS

A. DAILY RETAIL - Any retail business supplying daily needs and commodities primarily for residents of the adjoining neighborhood, such as drugs, grocery, liquor for consumption off the premises, meats excluding slaughtering, and bakery and candy stores, including the baking and processing of food products when prepared for retail sale on the premises

B. CONVENIENCE GOODS - Any retail business supplying only daily need commodities for the residents of the surrounding neighborhoods, such as supermarkets, drug stores, florists, gift and card, book and stationery, hardware, paint and wallpaper, coins and philately, cosmetics and perfume, hobbies and toys, office supplies, tobacco shops, photographic supply and cold storage lockers, excluding slaughtering

C. SHOPPER COMMON GOODS - Such as apparel, variety, jewelry, shoes, and dry goods

D. SHOPPER OCCASIONAL GOODS - Such as leather, luggage, furs and foundation ware

E. HOME FURNISHINGS - Such as furniture, appliances, floor covering, draperies

F. RESTAURANTS - Restaurants, cafes, delicatessens and tea rooms, but not including entertainment, dancing, alcoholic beverages not consumed with a meal or drive-in restaurants

G. RESTAURANTS (DRIVE-IN) - Drive-in eating and drinking

H. ENTERTAINMENT (PUBLIC) - Bars, taverns, cocktail lounges, night clubs, theaters, billiard parlors, pool halls, bowling alleys and massage parlors

I. OPEN AIR RECREATION - Any type of commercial recreation including golf driving ranges, drive-in theaters, swimming pools, skating rinks, tennis clubs, but excluding auto race tracks

J. DAILY SERVICES - Any service establishment performing services primarily for residents of the adjoining neighborhood such as a barber, beautician, self-service laundries, clothes cleaning and laundry pickup stations, shoe repair and shine, and tailor shops

K. OFFICE SERVICES - Public and private offices, banks and financial, post office (not major distribution), utility office and collection, and photographers

L. MEDICAL SERVICES (EXCLUDING NON-HUMAN) - Medical clinic, optometrist, optical services, and chiropody

M. HOUSEHOLD GOODS REPAIR SERVICES - Including sales, parts and repair but not including appliance assembly or manufacturing, upholstery, watch and clock repair, locksmith, or pawn shop

N. HOME IMPROVEMENT SERVICES - Carpenter shops, plumbing and heating repair, painting and paper hanging shops, janitorial services, excluding contractor yards

O. SUPPLIES - Farm, feed and seed supply, lumber yards and lawn and gardening supplies

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P. AUTOMOTIVE AND FARM IMPLEMENT - Automotive sales, parts, repair or for hire, auto accessories, auto auction, used car lots, farm implement sales, parts and repair, recreation vehicle sales, parts and repair, mobile home sales and storage

Q. AUTOMOTIVE SERVICE - Gas stations and car wash

R. ANIMAL SERVICES - Kennels, animal hospitals, veterinarian clinics, animal auction, livestock buying and selling, extermination and pounds

S. MORTUARY

T. PARKING - Automobile parking lots and garages, excluding repairs

U. TERMINALS - Ambulance and taxi service, bus, rail and rotocraft terminals excluding motor freight

V. PRINTING TRADES - Publishing, job printing, lithographing, blue printing

W. CLEANING - Clothes cleaning and dyeing, diaper service, laundries, linen supply and carpet and rug cleaning

X. EXTRACTIVE AND RECOVERY INDUSTRY - This group includes the mining, quarrying, excavation, processing, storing, separating, cleaning or marketing of natural resources such as sand, gravel, earth, peat, coal, minerals, gas, and oil, etc., the establishment or operation of junk yards or the salvaging or reclamation of materials

Y. MANUFACTURING - LIGHT ASSEMBLY - The manufacturing, compounding, assembling or treatment of products from the following previously prepared materials, bone, canvas, cellophane, cloth, cork, feathers, felt, fibre, fur, glass, hair, leather (tanned), horn, paper, plastics, precious or semi-precious metals or stones, sheet metal, shell, textiles, tobacco, wax, wood (except saw and planing mills) and yarns

Z. FIGURINES - The manufacture of pottery, figurines or other similar products, using only previously pulverized clay, and kilns fired only by electricity or gas

AA. MANUFACTURING - GENERAL - Any manufacturing use meeting performance standards (and not listed separately under MANUFACTURING: HEAVY, PRODUCTION, OR SPECIAL PROCESS)

BB. MANUFACTURING, HEAVY - The manufacturing of acetylene in excess of 15 pounds pressure psi; and acid; asbestos; asphalt and concrete mixing but not manufacturing; automobile assembly; bleaching, cleaning and dyeing plant brewing or distilling of liquors; brick, pottery, tile and terra cotta manufacturing; petroleum bulk storage in excess of 125,000 gallons cumulatively; candle or sperm oil manufacturing; disinfectant, insecticide or poison manufacturing; crematory; cooperage works; dextrine, starch or glucose manufacturing; emery cloth or sandpaper manufacturing; felt manufacturing; flour or grain mill; forge or foundry works; hair or hair products manufacturing; lime or lime products manufacturing; linoleum, oil cloth or oiled goods manufacturing; match manufacturing; meat packing, stockyards or slaughterhouses; paper and pulp manufacturing; perfume manufacturing; pickle, sauerkraut or sausage manufacturing; plaster manufacturing; poultry slaughter-house, including packing and storage for wholesale; printing ink manufacturing; radium products; sewage treatment plant;

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shoddy manufacturing; shoe blacking or polish manufacturing; steel fabrication; steam power plant, except where accessory to a permitted principal use; and stone and monument works

CC. MANUFACTURING - PRIMARY PRODUCTION - Manufacturing uses involving primary production of asphalt, cement, charcoal and fuel briquettes; aniline dyes; ammonia, carbide, caustic soda, cellulose, chlorine, carbon black and bone black, creosote hydrogen, and oxygen, industrial alcohol, nitrates of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosive, fertilizers, gelatine, animal glue and size; turpentine, rubber soaps, including fat rendering

DD. MANUFACTURING - SPECIAL PROCESS - The processes of nitrating of cotton or other materials; magnesium foundry; reduction, refining, smelting, and alloying of metal or metal ores; slag piles, refining petroleum products, such as gasoline, kerosene, naphtha, lubricating oil, distillation of wood or bones; storage, curing or tanning of raw, green or salted hides or skins

EE. TRANSIENT AMUSEMENT - Circus, carnivals and other transient amusement enterprises, auto race tracks and county fairs

FF. RAILROAD RIGHT-OF-WAY - Railroad right-of-way but not including terminals, transfer and storage tracks, nor accessory structures except incidentally provided for communication or switching equipment

GG. WAREHOUSE - Wholesale warehouse and motor freight terminals

HH. PET STORES

II. ADULT ORIENTED BUSINESS

JJ. CONTRACTOR YARD

KK. PETROLEUM BULK STORAGE - Storage of less than 125,000 gallons cumulatively

LL. TAPROOM - A brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer under section Minn. Stat. 340A.26, Subd. 1.

KEY: P - Permitted Use
SCHEDULE OF USE REGULATIONS S - Special Development
A - Accessory Use

NON-RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL		OTHER			
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L
GG. Warehouse	—	—	—	—	—	—	—	—	—	S	—	P	P	—	—	—	—
HH. Pet Stores	—	—	—	—	—	—	—	—	S	S	S	S	—	—	—	S	—
II. Adult Oriented Businesses	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—	—
JJ. Contractor Yard	—	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—
KK. Petroleum Bulk Storage	—	—	—	—	—	—	—	—	—	—	—	S	—	—	—	—	—
LL Taproom	—	—	—	—	—	—	—	—	C	C	C	C	C	—	—	—	—

Exhibit 2D4

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ORDINANCE NO. ____

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

The City Council of the City of Worthington Do Ordain:

Section I.

That Worthington City Code, Title XV, Section 155.010, shall be amended to include the following definitions:

> Taproom – A brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer under section Minn. Stat. 340A.26, Subd. 1.

Section II.

That Worthington City Code, Title XV, Section 155.010, Table 5 (Schedule of Use Regulations), shall be amended as to read:

> LL. Taproom – A brewer who is licensed for on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer under section Minn. Stat. 340A.26, Subd. 1.

Section III.

That Worthington City Code, Title XV, Section 155, Table 5 (Schedule of Use Regulations), shall establish the following:

Table 5: Schedule of Use Regulations
Subtitle: Non-Residential Use Group

LL. Taproom shall be permissible by conditional use in the "B-2" Central Business, "B-3" General Business, "B-4" Shopping Centers, "M-1" Light Manufacturing and "M-2" General Manufacturing zoning districts.

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Section IV.

The City Clerk is hereby directed to file a certified copy of this ordinance in the office of the Recorder in and for the County of Nobles, State of Minnesota.

Section V.

Passed and adopted by the City Council of Worthington, Minnesota, this _____ day of December, 2017.

(SEAL)

Attest: _____ _____

Janice Oberloh, City Clerk Mike Kuhle, Mayor

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS SOLUTIONS	11/30/17	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ENGINEERING ADMIN	65.72
	11/30/17	COPIER SERVICE-RICOH/MPC45	GENERAL FUND	ECONOMIC DEVELOPMENT	65.73
				TOTAL:	131.45
AMERIPRIDE	11/30/17	4 WEEK TOWEL SERVIC	MUNICIPAL WASTEWAT	O-PURIFY MISC	126.62
				TOTAL:	126.62
MONICA R BRAA	11/30/17	FORFEITURE HEARING	GENERAL FUND	POLICE ADMINISTRATION	9.75
				TOTAL:	9.75
COMMISSIONER OF TRANSPORTATION	11/30/17	VEHICLE NOISE LAWS SIGN	IMPROVEMENT CONST	PROJ MATCHING/COMPLETE	883.80
				TOTAL:	883.80
DIAMOND VOGEL PAINT	11/30/17	OLSON ATTENDENT BLDG	RECREATION	OLSON PARK CAMPGROUND	38.48
	11/30/17	PAINT FOR WWTP	MUNICIPAL WASTEWAT	M-PURIFY MISC	37.49
				TOTAL:	75.97
FERGUSON ENTERPRISES INC #226	11/30/17	COUPLERS MAIN BLDG, BOILER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	127.15
				TOTAL:	127.15
FRONTIER COMMUNICATION SERVICES	11/30/17	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	59.54
	11/30/17	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	451.89
	11/30/17	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	179.01
	11/30/17	PHONE SERVICE	GENERAL FUND	ACCOUNTING	67.67
	11/30/17	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	159.11
	11/30/17	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	145.42
	11/30/17	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	26.06
	11/30/17	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	224.72
	11/30/17	PHONE SERVICE	GENERAL FUND	PAVED STREETS	133.10
	11/30/17	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	272.08
	11/30/17	SERVICE LABOR-CHANGE PHONE	GENERAL FUND	CENTER FOR ACTIVE LIVI	250.00
	11/30/17	PHONE SERVICE	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	202.59
	11/30/17	PHONE SERVICE	RECREATION	PARK AREAS	155.68
	11/30/17	BAC-FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	96.64
	11/30/17	PHONE SERVICE	LIQUOR	O-GEN MISC	181.44
	11/30/17	PHONE SERVICE	AIRPORT	O-GEN MISC	90.50
	11/30/17	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	125.66
	11/30/17	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	25.37
				TOTAL:	2,846.48
DENNIS GIESELMAN	11/30/17	REIMBURSE CHRISTMAS LIGHTS	GENERAL FUND	FIRE ADMINISTRATION	65.71
				TOTAL:	65.71
GRAHAM TIRE OF WORTHINGTON INC	11/30/17	UNIT #206 TIRES	WATER	O-DIST UNDERGRND LINES	733.99
				TOTAL:	733.99
HARMON MICHAEL	11/30/17	REIMBURSE CGMC CONF	GENERAL FUND	MAYOR AND COUNCIL	203.60
				TOTAL:	203.60
HOPE HAVEN INC	11/30/17	CLEANING-OCTOBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67
	11/30/17	CLEANING-AUGUST	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67
	11/30/17	CLEANING-SEPTEMBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67
				TOTAL:	1,625.01
LARSON JESSE	11/30/17	OVERSEEDER REPAIR PICKUP	RECREATION	SOCCER COMPLEX	26.00
				TOTAL:	26.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LAW ENFORCEMENT LABOR SERVICES INC #27	11/30/17	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	245.00
				TOTAL:	245.00
MARTHALER CHEVROLET OF WORTHINGTON	11/30/17	UNIT #330 OIL CHANGE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	14.79
	11/30/17	UNIT #330 OIL CHANGE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	5.03
				TOTAL:	19.82
MISCELLANEOUS V AHLQUIST & WILTROUT	11/30/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
CHARARRIA JUDITH	11/30/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	550.00
COLIN ERIC H	11/30/17	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	64.13
ERWIN LAURIE	11/30/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	130.00
MCCUEN SUE & BILL	11/30/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	525.00
OTHOW AKELO O	11/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	51.62
OTHOW AKELO O	11/30/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.69
SAUERBREI STACY & KARI	11/30/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
				TOTAL:	1,646.44
MN CHILD SUPPORT PAYMENT CTR	11/30/17	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	43.00
	11/30/17	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	91.37
	11/30/17	SUPPORT ORDER	STORM WATER MANAGE	NON-DEPARTMENTAL	213.19
				TOTAL:	347.56
MORRIS ELECTRONICS INC	11/30/17	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	202.50
	11/30/17	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	42.19
	11/30/17	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	18.75
	11/30/17	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	23.43
	11/30/17	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	202.50
	11/30/17	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	42.18
	11/30/17	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	18.75
	11/30/17	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	23.44
	11/30/17	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	405.00
	11/30/17	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	84.38
	11/30/17	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	37.50
	11/30/17	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	46.88
				TOTAL:	1,147.50
ONE OFFICE SOURCE	11/30/17	SERVICE AGREEMENT-SHARP MX	WATER	ACCTS-RECORDS & COLLEC	46.73
	11/30/17	PENS, TAPE, 6-COLUMN PAD	WATER	ACCTS-RECORDS & COLLEC	14.81
	11/30/17	PENS, TAPE, 6-COLUMN PAD	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	5.05
	11/30/17	SERVICE AGREEMENT-SHARP MX	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	46.72
	11/30/17	PENS, TAPE, 6-COLUMN PAD	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	14.80
	11/30/17	PENS, TAPE, 6-COLUMN PAD	ELECTRIC	ADMIN OFFICE SUPPLIES	9.98
	11/30/17	SERVICE AGREEMENT-SHARP MX	ELECTRIC	ACCTS-RECORDS & COLLEC	93.46
	11/30/17	PENS, TAPE, 6-COLUMN PAD	ELECTRIC	ACCTS-RECORDS & COLLEC	29.62
				TOTAL:	261.17
PETERSEN CLEANING & SUPPLY	11/30/17	HAND TOWELS	WATER	O-PURIFY MISC	29.50
				TOTAL:	29.50
POLLARDWATER	11/30/17	LABWARE	WATER	O-PURIFY MISC	162.60
				TOTAL:	162.60
VERIZON WIRELESS	11/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.65
	11/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	50.84
	11/30/17	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.65
	11/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.65

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	11/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	38.65
	11/30/17	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	50.84
	11/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.84
	11/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	60.84
	11/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	28.65
	11/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	50.84
	11/30/17	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	50.84
				TOTAL:	488.29
RICK D VON HOLDT	11/30/17	REIMBURSE FED EXPRESS	GENERAL FUND	FIRE ADMINISTRATION	49.91
				TOTAL:	49.91
MARGARET HURLBUT VOSBURGH	11/30/17	YOGA INSTRUCTOR	GENERAL FUND	CENTER FOR ACTIVE LIVI	425.60
				TOTAL:	425.60
WAL MART COMMUNITY/RFCSLLC	11/30/17	CHRISTMAS LIGHTSS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	12.74
	11/30/17	MOVIE	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	26.80
				TOTAL:	39.54
WIETZEMA TODD	11/30/17	REIMBURSE URBAN STUDIES PR	RECREATION	PARK AREAS	19.00
				TOTAL:	19.00

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

101	GENERAL FUND	4,871.74
202	MEMORIAL AUDITORIUM	229.39
229	RECREATION	239.16
231	ECONOMIC DEV AUTHORITY	96.64
401	IMPROVEMENT CONST	883.80
601	WATER	1,397.64
602	MUNICIPAL WASTEWATER	787.66
604	ELECTRIC	2,595.27
606	STORM WATER MANAGEMENT	213.19
609	LIQUOR	181.44
612	AIRPORT	90.50
702	DATA PROCESSING	151.03
	GRAND TOTAL:	11,737.46

TOTAL PAGES: 3

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AG DRAINAGE SOLUTIONS INC	12/08/17	BUSS FIELD 4" TILE	RECREATION	PARK AREAS	142.56
				TOTAL:	142.56
AMERICAN BOTTLING COMPANY	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	299.88
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	33.12-
				TOTAL:	266.76
AMERICAN ENGINEERING TESTING INC	12/08/17	SOILS AND MATERIALS-MCMILL	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	1,800.00
				TOTAL:	1,800.00
ANDERSON ALIGNMENT INC	12/08/17	#419 OIL CHANGE, KING PINS	GENERAL FUND	PAVED STREETS	222.50
	12/08/17	#419 OIL CHANGE, KING PINS	GENERAL FUND	PAVED STREETS	1,287.81
	12/08/17	#419 OIL CHANGE, KING PINS	GENERAL FUND	PAVED STREETS	1,337.49
	12/08/17	#417 OIL CHANGE, ABS RESET	GENERAL FUND	PAVED STREETS	368.36
	12/08/17	#417 OIL CHANGE, ABS RESET	GENERAL FUND	PAVED STREETS	139.75
	12/08/17	#417 OIL CHANGE, ABS RESET	GENERAL FUND	PAVED STREETS	242.50
	12/08/17	#417 OIL CHANGE, ABS RESET	GENERAL FUND	PAVED STREETS	30.64
	12/08/17	#409 SERVICE CALL, REPAIR	GENERAL FUND	PAVED STREETS	190.00
	12/08/17	#409 SERVICE CALL, REPAIR	GENERAL FUND	PAVED STREETS	5.73
	12/08/17	#413 BROKEN BOLT-MOTOR	STORM WATER MANAGE	STREET CLEANING	1.45
	12/08/17	#413 BROKEN BOLT-MOTOR	STORM WATER MANAGE	STREET CLEANING	47.50
				TOTAL:	3,873.73
ARCTIC GLACIER USA INC	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	83.47
				TOTAL:	83.47
ARTISAN BEER COMPANY	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	254.75
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	352.85
				TOTAL:	607.60
ASTRUP DRUG INC	12/08/17	'17 TAX ABATEMENT-GUIDEPOI	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	988.73
	12/08/17	'17 TAX ABATEMENT-STERLING	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	791.02
				TOTAL:	1,779.75
ATLANTIC COCA-COLA	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	304.12
				TOTAL:	304.12
BAHRS SMALL ENGINE	12/08/17	COILS	GENERAL FUND	PAVED STREETS	15.00
	12/08/17	COILS	GENERAL FUND	PAVED STREETS	78.00
	12/08/17	LEAF BLOWER	GENERAL FUND	PAVED STREETS	262.95
	12/08/17	REPAIR SPRINKLER	RECREATION	SOCCER COMPLEX	188.99
				TOTAL:	544.94
BELLBOY CORP	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	360.00
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	25.39
				TOTAL:	385.39
BELTLINE AUTOMOTIVE	12/08/17	SERVICE #103	ELECTRIC	O-DISTR SUPER & ENG	38.38
				TOTAL:	38.38
BEVERAGE WHOLESALERS INC	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	73.00-
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	9,568.05
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	10,684.99
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	242.40
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,649.50
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	32.04

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	7,924.09
				TOTAL:	34,028.07
BHS MARKETING LLC	12/08/17	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	8,132.76
				TOTAL:	8,132.76
BORDER STATES ELECTRIC SUPPLY	12/08/17	MARKING PAINT	ELECTRIC	CUSTOMER INSTALL EXPEN	42.75
				TOTAL:	42.75
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	68.74
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	27.70
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,846.35
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	308.50
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	444.50
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,511.23
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	178.81
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	350.00
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	0.62
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	90.18
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	12.95
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	48.25
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	12.95
				TOTAL:	10,900.78
C & B OPERATIONS LLC	12/08/17	#413 PARTS	STORM WATER MANAGE	STREET CLEANING	22.53
	12/08/17	#413 PARTS	STORM WATER MANAGE	STREET CLEANING	273.66
				TOTAL:	296.19
CHAMBER OF COMMERCE	12/08/17	LODGING TAX-OCTOBER	TOURISM PROMOTION	LODGING TAX/TOURISM	15,997.67
				TOTAL:	15,997.67
COALITION OF GREATER MN CITIES	12/08/17	FALL CONFERENCE	GENERAL FUND	MAYOR AND COUNCIL	510.00
	12/08/17	FALL CONFERENCE	GENERAL FUND	ADMINISTRATION	170.00
				TOTAL:	680.00
COMPUTER LODGE	12/08/17	WATCHGUARD FIREBOX, SERVIC	LIQUOR	O-GEN MISC	1,333.56
				TOTAL:	1,333.56
CULLIGAN WATER COND CO	12/08/17	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	57.95
	12/08/17	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	12/08/17	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	27.75
	12/08/17	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	12/08/17	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	12/08/17	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	12/08/17	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	45.33
				TOTAL:	199.78
DOLL DISTRIBUTING LLC	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,347.70
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	420.00
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	5,641.75
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	2,371.25
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	24.00
				TOTAL:	13,804.70
DUININCK INC	12/08/17	MCMILLAN ST/RYANS RD #4	IMPROVEMENT CONST	NON-DEPARTMENTAL	25,052.98
	12/08/17	MCMILLAN ST/RYANS RD #4	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	292,463.14

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	317,516.12
ECHO GROUP INC	12/08/17	CONDUIT FITTINGS	ELECTRIC	M-DISTR UNDERGRND LINE	37.58
				TOTAL:	37.58
ECOLAB	12/08/17	FLOOR CLEANER, CLEANER	GENERAL FUND	CENTER FOR ACTIVE LIVI	172.21
				TOTAL:	172.21
EZ-WASH	12/08/17	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	192.00
				TOTAL:	192.00
FASTENAL COMPANY	12/08/17	EAR PLUGS, EYEWEAR	GENERAL FUND	PAVED STREETS	39.42
	12/08/17	O-WHEEL	GENERAL FUND	PAVED STREETS	15.74
	12/08/17	SIGN BOX	GENERAL FUND	SIGNS AND SIGNALS	7.85
	12/08/17	TIE STRAPS-CHRISTMAS GARLA	GENERAL FUND	MISC SPECIAL DAYS/EVEN	13.00
	12/08/17	NUTS AND BOLTS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	1.21
				TOTAL:	77.22
FIFE WATER SERVICES INC	12/08/17	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,767.60
				TOTAL:	11,767.60
FIRE SAFETY USA, INC	12/08/17	EXTRICATION GLOVE, GAUNTLE	GENERAL FUND	FIRE ADMINISTRATION	880.00
				TOTAL:	880.00
FORUM COMMUNICATIONS COMPANY	12/08/17	VETERAN'S DAY	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	157.00
	12/08/17	SPOTLIGHT ON BUSINESS	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	45.00
	12/08/17	SEO BOOST-WODG	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	15.00
				TOTAL:	217.00
GALLS INC	12/08/17	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	106.56
	12/08/17	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	94.25
	12/08/17	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	50.89
	12/08/17	UNIFORM PATCHES	GENERAL FUND	FIRE ADMINISTRATION	846.21
				TOTAL:	1,097.91
GRAHAM TIRE OF WORTHINGTON INC	12/08/17	OIL CHANGE #13-30	GENERAL FUND	POLICE ADMINISTRATION	8.29
	12/08/17	OIL CHANGE #13-30	GENERAL FUND	POLICE ADMINISTRATION	11.00
	12/08/17	OIL CHANGE CSO TRUCK	GENERAL FUND	CODE ENFORCEMENT	8.29
	12/08/17	OIL CHANGE CSO TRUCK	GENERAL FUND	CODE ENFORCEMENT	11.00
				TOTAL:	38.58
GRIMMIUS NATHAN	12/08/17	REIMBURSE PRESENTATION SHI	GENERAL FUND	POLICE ADMINISTRATION	22.00
	12/08/17	REIMBURSE PRESENTATION SHI	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	22.00
				TOTAL:	44.00
H & H INDUSTRIES INC	12/08/17	HALOGEN BULBS	LIQUOR	O-GEN MISC	108.25
				TOTAL:	108.25
HY-VEE INC-61609 (UTILITIES)	12/08/17	TOILET PAPER	MUNICIPAL WASTEWAT	O-PURIFY MISC	21.45
				TOTAL:	21.45
HYDRO KLEAN	12/08/17	MANHOLE QUADEX LINING	INDUSTRIAL WASTEWA	O-PURIFY MISC	28,745.00
				TOTAL:	28,745.00
IOWA INFORMATION INC	12/08/17	WORTHINGTON AD PACK	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	69.95
				TOTAL:	69.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JERRY'S AUTO SUPPLY	12/08/17	HD 30 OIL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	44.28
	12/08/17	UGRADE OIL-TRICKLING FILTE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	23.98
				TOTAL:	68.26
JOHNSON BROTHERS LIQUOR CO	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,421.07
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	1,809.21
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	45.99
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10,304.40
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	8,596.57
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	90.85
	12/08/17	BEER	LIQUOR	NON-DEPARTMENTAL	43.98
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	225.00-
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	91.96-
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3.94-
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	48.00-
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	91.45-
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	119.93
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	63.09
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	157.89
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	221.43
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	0.07-
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.69-
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	3.38-
				TOTAL:	27,407.23
KM GRAPHICS	12/08/17	WEATHERPROOF BICYCLE ID LA	GENERAL FUND	POLICE ADMINISTRATION	238.89
				TOTAL:	238.89
LAMPERTS YARDS INC-2600013	12/08/17	TAPCON BIT	ELECTRIC	M-DISTR UNDERGRND LINE	10.08
	12/08/17	FOAM BOARD	ELECTRIC	M-DISTR UNDERGRND LINE	15.43
				TOTAL:	25.51
LAMPERTS YARDS INC-2602004	12/08/17	2X8 TREATED LUMBER	GENERAL FUND	PAVED STREETS	16.06
	12/08/17	2X6 TREATED LUMBER	GENERAL FUND	PAVED STREETS	12.70
	12/08/17	HANGER TOP RUBBER-NUTS, BO	AIRPORT	O-GEN MISC	26.99
				TOTAL:	55.75
LEAGUE OF MN CITIES INSURANCE TRUST	12/08/17	WORK COMP	GENERAL FUND	NON-DEPARTMENTAL	27,082.89
	12/08/17	WORK COMP	MEMORIAL AUDITORIU	NON-DEPARTMENTAL	55.50
	12/08/17	WORK COMP	RECREATION	NON-DEPARTMENTAL	4,736.90
	12/08/17	WORK COMP	ECONOMIC DEV AUTHO	NON-DEPARTMENTAL	45.75
	12/08/17	WORK COMP	PIR/TRUNKS	NON-DEPARTMENTAL	29.25
	12/08/17	WORK COMP	IMPROVEMENT CONST	NON-DEPARTMENTAL	638.99
	12/08/17	WORK COMP	WATER	NON-DEPARTMENTAL	2,509.71
	12/08/17	WORK COMP	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	3,711.19
	12/08/17	WORK COMP	ELECTRIC	NON-DEPARTMENTAL	2,937.45
	12/08/17	WORK COMP	STORM WATER MANAGE	NON-DEPARTMENTAL	1,106.48
	12/08/17	WORK COMP	LIQUOR	NON-DEPARTMENTAL	1,906.72
	12/08/17	WORK COMP	AIRPORT	NON-DEPARTMENTAL	558.49
	12/08/17	WORK COMP	DATA PROCESSING	NON-DEPARTMENTAL	274.68
				TOTAL:	45,594.00
LINCOLN-PIPESTONE RURAL WATER SYSTEM	12/08/17	WATER PURCHASES-NOVEMBER-E	WATER	O-SOURCE MISC	29,874.24
	12/08/17	WATER PURCHASES-NOVEMBER-W	WATER	O-SOURCE MISC	32,107.92
				TOTAL:	61,982.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LOWES SHEET METAL INC	12/08/17	REPAIR UNIT HEATERS, GUARD	GENERAL FUND	FIRE ADMINISTRATION	947.40
	12/08/17	FILTERS	GENERAL FUND	FIRE ADMINISTRATION	69.35
				TOTAL:	1,016.75
MAILFINANCE	12/08/17	POSTAGE MACHINE LEASE	DATA PROCESSING	COPIER/FAX	484.62
				TOTAL:	484.62
MARCO	12/08/17	SERVICE/SUPPLY-PRINTERS	WATER	ACCTS-RECORDS & COLLEC	93.64
	12/08/17	SERVICE/SUPPLY-PRINTERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	93.63
	12/08/17	SERVICE/SUPPLY-PRINTERS	ELECTRIC	ACCTS-RECORDS & COLLEC	187.28
				TOTAL:	374.55
MARTHALER CHEVROLET OF WORTHINGTON	12/08/17	OIL CHANGE #39	GENERAL FUND	POLICE ADMINISTRATION	9.86
	12/08/17	OIL CHANGE #39	GENERAL FUND	POLICE ADMINISTRATION	5.03
				TOTAL:	14.89
MARTHALER FORD OF WORTHINGTON	12/08/17	OIL CHANGE, REPAIRS #14-25	GENERAL FUND	POLICE ADMINISTRATION	508.40
	12/08/17	OIL CHANGE, REPAIRS #14-25	GENERAL FUND	POLICE ADMINISTRATION	423.03
	12/08/17	#504 WIPER REPAIR	RECREATION	PARK AREAS	62.03
	12/08/17	#504 WIPER REPAIR	RECREATION	PARK AREAS	110.00
				TOTAL:	1,103.46
MC CARTHY'S FLORAL	12/08/17	CHRISTMAS ROPING	GENERAL FUND	MISC SPECIAL DAYS/EVEN	956.65
				TOTAL:	956.65
MINNESOTA CHIEFS OF POLICE ASSN.	12/08/17	MEMBERSHIP	GENERAL FUND	POLICE ADMINISTRATION	319.00
				TOTAL:	319.00
MINNESOTA DEPARTMENT OF AGRICULTURE	12/08/17	TREE CARE RENEWAL	RECREATION	TREE REMOVAL	25.00
				TOTAL:	25.00
MINNESOTA ENERGY RESOURCES CORP	12/08/17	GAS SERVICE	GENERAL FUND	PAVED STREETS	142.25
	12/08/17	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	160.35
	12/08/17	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	577.04
	12/08/17	GAS SERVICE	WATER	O-DISTR MISC	18.50
	12/08/17	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,190.29
	12/08/17	GAS SERVICE	LIQUOR	O-GEN MISC	326.48
	12/08/17	GAS SERVICE	AIRPORT	O-GEN MISC	98.15
	12/08/17	GAS SERVICE	AIRPORT	O-GEN MISC	401.77
				TOTAL:	2,914.83
MISCELLANEOUS V ARTEAGA RUIZ ROBERTO	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	39.96
ARTEAGA RUIZ ROBERTO	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.29
BONILLA JUAN	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	18.11
BONILLA JUAN	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.21
CASEY'S WORTHINGTON #1	12/08/17	OFF-PEAK LIGHTING REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	1,006.38
ESCOBAR INGRID	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	13.35
ESCOBAR INGRID	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.71
GORDON VALERIE P	12/08/17	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	54.95
KESTER LOIS	12/08/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
KHANH PHAN	12/08/17	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
LOPEZ RICHARD	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	46.62
LOPEZ RICHARD	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.38
MERCK	12/08/17	OFF-PEAK LIGHTING REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	2,116.44
MERCK SHARP & DOHME CO	12/08/17	LIGHTING RETROFIT REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	24,210.00
OJULLU ABANG	12/08/17	REFUND OF DEPOSITS-ACCTS F	GARBAGE COLLECTION	NON-DEPARTMENTAL	1.80

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
OJULLU ABANG	12/08/17	REFUND OF DEPOSITS-ACCTS F	GARBAGE COLLECTION	ACCTS-RECORDS & COLLEC	0.22
PRINS GARY	12/08/17	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	525.00
TREJO ARELY S	12/08/17	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	66.00
VAN ECKER PROMOTIONS L	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	305.45
VAN ECKER PROMOTIONS L	12/08/17	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	1.83
				TOTAL:	28,632.70
MN DEPT TRANSPORTATION	12/08/17	MCMILLAN SAP 177-103-007	IMPROVEMENT CONST	NORTH MICMILLAN RECONS	412.03
	12/08/17	MCMILLAN SAP 177-103-007	IMPROVEMENT CONST	2017 DIAGONAL RD OVERL	113.70
				TOTAL:	525.73
MONTE MOTOR SALES INC	12/08/17	TOW #17-8486	GENERAL FUND	POLICE ADMINISTRATION	125.00
				TOTAL:	125.00
MORRIS ELECTRONICS INC	12/08/17	TECH SUPORT	GENERAL FUND	ACCOUNTING	56.25
	12/08/17	TECH SUPPORT	LIQUOR	O-GEN MISC	75.00
	12/08/17	PORT SWITCH	LIQUOR	O-GEN MISC	61.19
	12/08/17	TECH SUPPORT	LIQUOR	O-GEN MISC	37.50
	12/08/17	TECH SUPPORT	DATA PROCESSING	DATA PROCESSING	75.00
	12/08/17	TECH SUPPORT	DATA PROCESSING	DATA PROCESSING	56.25
				TOTAL:	361.19
MWOA	12/08/17	MEMBERSHIPS-STEFFL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	25.00
	12/08/17	MEMBERSHIPS-DUITSMAN	MUNICIPAL WASTEWAT	O-PURIFY MISC	25.00
				TOTAL:	50.00
MYRL & ROY'S PAVING INC	12/08/17	HOT MIX	GENERAL FUND	PAVED STREETS	260.00
				TOTAL:	260.00
NARTEC INC	12/08/17	TESTING KITS	GENERAL FUND	POLICE ADMINISTRATION	684.00
				TOTAL:	684.00
NATIONAL RURAL ELECTRIC COOP ASSOC	12/08/17	RURAL ELECTRIC MAGAZINE	ELECTRIC	O-DISTR MISC	72.00
				TOTAL:	72.00
NICOLE R KEMPEMA	12/08/17	NOVEMBER MOVIES	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	119.70
	12/08/17	SYMPHONY 11/29/17	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	119.70
	12/08/17	CARPENTERS CHRISTMAS 12/3/	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	119.70
				TOTAL:	359.10
NOBLES COUNTY AUDITOR/TREASURER	12/08/17	LEGAL SERVICES-NOVEMBER	GENERAL FUND	PROSECUTION	16,713.25
	12/08/17	SOLID WASTE-OCTOBER	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,192.00
				TOTAL:	23,905.25
NOBLES COUNTY HIGHWAY DEPT	12/08/17	OCTOBER FUEL	GENERAL FUND	ENGINEERING ADMIN	170.39
	12/08/17	OCTOBER FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	82.68
	12/08/17	OCTOBER FUEL	GENERAL FUND	POLICE ADMINISTRATION	3,682.11
	12/08/17	OCTOBER FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	124.33
	12/08/17	OCTOBER FUEL	GENERAL FUND	PAVED STREETS	192.95
	12/08/17	OCTOBER FUEL	GENERAL FUND	PAVED STREETS	1,004.72
	12/08/17	OCTOBER FUEL	GENERAL FUND	CODE ENFORCEMENT	97.31
	12/08/17	OCTOBER FUEL	RECREATION	PARK AREAS	827.56
	12/08/17	OCTOBER FUEL	WATER	O-PUMPING	563.75
	12/08/17	OCTOBER FUEL	WATER	M-TRANS MAINS	213.59
	12/08/17	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	142.10
	12/08/17	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	35.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/08/17	OCTOBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	94.70
	12/08/17	OCTOBER FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	84.33
	12/08/17	OCTOBER FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	728.56
	12/08/17	OCTOBER FUEL	STORM WATER MANAGE	STORM DRAINAGE	747.12
	12/08/17	OCTOBER FUEL	STORM WATER MANAGE	STREET CLEANING	899.41
				TOTAL:	9,691.56
OLD DOMINION BRUSH	12/08/17	#413 PARTS	STORM WATER MANAGE	STREET CLEANING	171.38
				TOTAL:	171.38
ONE OFFICE SOURCE	12/08/17	PRINT CARTRIDGES	GENERAL FUND	ADMINISTRATION	185.16
	12/08/17	FINGERTIP MOISTENER	GENERAL FUND	CLERK'S OFFICE	3.44
	12/08/17	PRINT CARTRIDGE	GENERAL FUND	CLERK'S OFFICE	81.99
	12/08/17	BUSINESS CARDS	GENERAL FUND	ECONOMIC DEVELOPMENT	14.96
	12/08/17	COFFEE, FILTERS	GENERAL FUND	GENERAL GOVT BUILDINGS	69.45
	12/08/17	SHIPPING LABELS	GENERAL FUND	SECURITY CENTER	16.99
	12/08/17	SHIPPING LABELS	GENERAL FUND	SECURITY CENTER	17.00
	12/08/17	FILE FOLDERS	GENERAL FUND	SECURITY CENTER	16.05
	12/08/17	FILE FOLDERS	GENERAL FUND	SECURITY CENTER	16.05
	12/08/17	CD/DVD SLEEVE	GENERAL FUND	SECURITY CENTER	14.23
	12/08/17	CD/DVD SLEEVE	GENERAL FUND	SECURITY CENTER	14.23
	12/08/17	MONTHLY PLANNER, DESKPAD	GENERAL FUND	FIRE ADMINISTRATION	26.49
	12/08/17	COPIER SERVICE-MX2600N	GENERAL FUND	PAVED STREETS	10.50
	12/08/17	6X9 ENVELOPES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	16.78
	12/08/17	STAPLER, BINDER CLIPS	WATER	ACCTS-RECORDS & COLLEC	18.47
	12/08/17	STAPLER, BINDER CLIPS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	18.47
	12/08/17	STAPLER, BINDER CLIPS	ELECTRIC	ACCTS-RECORDS & COLLEC	36.95
	12/08/17	BUSINESS CARDS	LIQUOR	O-GEN MISC	14.96
	12/08/17	CARTRIDGE	LIQUOR	O-GEN MISC	115.39
	12/08/17	GEL PENS	DATA PROCESSING	DATA PROCESSING	19.68
	12/08/17	CARTRIDGE, HIGHLIGHTER	DATA PROCESSING	DATA PROCESSING	108.47
	12/08/17	COPIER SERVICE-MX5140N	DATA PROCESSING	COPIER/FAX	106.98
				TOTAL:	942.69
OPTUM BANK	12/08/17	MONTHLY HSA ADMIN FEE	GENERAL FUND	GENERAL GOVT BUILDINGS	71.25
				TOTAL:	71.25
PEPSI COLA BOTTLING CO	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	150.85
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	108.90
				TOTAL:	259.75
PHILLIPS WINE & SPIRITS INC	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,691.23
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	2,286.65
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,776.49
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	1,616.37
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	183.11
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	68.87
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	30.51
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	62.96
				TOTAL:	17,716.19
PICKET FENCE ON MAIN	12/08/17	ALTERATIONS	GENERAL FUND	POLICE ADMINISTRATION	12.00
				TOTAL:	12.00
POWERPLAN	12/08/17	FILTER	ELECTRIC	O-DISTR UNDERGRND LINE	52.70
				TOTAL:	52.70

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BRIAN POWERS	12/08/17	NOVEMBER BOILER INSPECTION	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	300.00
				TOTAL:	300.00
PRODUCTIVITY PLUS ACCOUNT	12/08/17	KUBOTA HYDRAULIC OIL	RECREATION	PARK AREAS	47.70
	12/08/17	KUBOTA REAR WHEEL BEARINGS	RECREATION	PARK AREAS	19.20
	12/08/17	TOOL CAT LIGHT	RECREATION	PARK AREAS	44.94
				TOTAL:	111.84
RED BULL DISTRIBUTION COMPANY INC	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	99.87
				TOTAL:	99.87
RICKERS	12/08/17	POLICE PORTRAIT	GENERAL FUND	POLICE ADMINISTRATION	15.00
	12/08/17	POLICE PORTRAIT	GENERAL FUND	POLICE ADMINISTRATION	15.00
				TOTAL:	30.00
ROUND LAKE VINEYARDS & WINERY LLC	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	835.50
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	660.00
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	738.00
				TOTAL:	2,233.50
RUFFRIDGE JOHNSON EQUIP CO INC	12/08/17	ASPHALT LEVELERS	GENERAL FUND	PAVED STREETS	570.00
	12/08/17	ASPHALT RAKES	GENERAL FUND	PAVED STREETS	153.08
				TOTAL:	723.08
RUNNINGS SUPPLY INC-ACCT#9502440	12/08/17	COLLECTION DEPT TOOLS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	30.77
	12/08/17	NUTS/BOLTS/WASHERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	4.16
	12/08/17	SILICONE	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	2.99
	12/08/17	EPOXY	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	14.98
	12/08/17	EPOXY	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	7.49
	12/08/17	D BATTERIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	11.99
	12/08/17	GRINDING WHEEL	ELECTRIC	M-DISTR UNDERGRND LINE	14.49
				TOTAL:	86.87
RUNNINGS SUPPLY INC-ACCT#9502485	12/08/17	BATTERY CLEANER	GENERAL FUND	PAVED STREETS	8.78
	12/08/17	SOCKETS FOR SHOP	GENERAL FUND	PAVED STREETS	6.78
	12/08/17	HOT BOX PLUG	GENERAL FUND	PAVED STREETS	9.99
	12/08/17	NIPPLE #411	GENERAL FUND	ICE AND SNOW REMOVAL	0.99
				TOTAL:	26.54
SALONEK CONCRETE & CONSTRUCTION INC	12/08/17	NEW LIQUOR STORE #`1	LIQUOR	NON-DEPARTMENTAL	12,501.68-
	12/08/17	NEW LIQUOR STORE #`1	LIQUOR	O-GEN MISC	250,033.60
				TOTAL:	237,531.92
SCHAAP SANITATION INC	12/08/17	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	98.64
	12/08/17	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	16.76
	12/08/17	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	76.48
	12/08/17	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	36.24
	12/08/17	MONTHLY SERVICE	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	128.24
	12/08/17	MONTHLY SERVICE	RECREATION	PARK AREAS	318.96
	12/08/17	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	101.48
	12/08/17	MONTHLY SERVICE	WATER	O-DISTR MISC	51.48
	12/08/17	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	241.02
	12/08/17	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	71.28
	12/08/17	MONTHLY SERVICE	LIQUOR	O-GEN MISC	148.44
	12/08/17	MONTHLY SERVICE	AIRPORT	O-GEN MISC	92.32
	12/08/17	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	84,035.52

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/08/17	SOLID WASTE-OCTOBER	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	111.01-
				TOTAL:	85,305.85
SCHWALBACH #4465	12/08/17	KEYS, KEY TAGS	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	20.47
				TOTAL:	20.47
SCHWALBACH ACE HARDWARE-5930	12/08/17	60 W BULBS	GENERAL FUND	PAVED STREETS	6.99
	12/08/17	BUSS FIELD BULB	RECREATION	SOCCER COMPLEX	3.99
	12/08/17	WINTERIZE CLUBHOUSE	RECREATION	GOLF COURSE-GREEN	222.45
	12/08/17	VACUUM, WAX, BAIT	RECREATION	PARK AREAS	139.45
	12/08/17	MOUNTING STRIPS, DRY ERASE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	13.98
	12/08/17	FURNACE FILTERS	AIRPORT	O-GEN MISC	42.95
				TOTAL:	429.81
SOUTHERN GLAZER'S OF MN	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,538.16
	12/08/17	MIX	LIQUOR	NON-DEPARTMENTAL	24.05
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	868.00
	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	104.00-
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	132.94
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	18.50
				TOTAL:	9,479.50
STREICHER'S INC	12/08/17	AEROSOL IRRITANT	GENERAL FUND	POLICE ADMINISTRATION	311.76
				TOTAL:	311.76
TRI-STATE RENTAL CENTER	12/08/17	SCAFFOLD RENTAL	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	50.00
	12/08/17	ARGON	ELECTRIC	M-DISTR UNDERGRND LINE	66.00
				TOTAL:	116.00
TRIPP ABSTRACT CO	12/08/17	UPDATE ABSTRACT-LOT1,BLOCK	GENERAL FUND	ECONOMIC DEVELOPMENT	1,329.00
				TOTAL:	1,329.00
VERIZON WIRELESS	12/08/17	WIRELESS SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.38
	12/08/17	WIRELESS SERVICE	GENERAL FUND	ADMINISTRATION	59.02
	12/08/17	WIRELESS SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.76
	12/08/17	WIRELESS SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	31.38
	12/08/17	WIRELESS SERVICE	GENERAL FUND	POLICE ADMINISTRATION	646.51
	12/08/17	AIR CARDS	GENERAL FUND	POLICE ADMINISTRATION	630.24
	12/08/17	WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	84.99
	12/08/17	WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	84.99
	12/08/17	WIRELESS SERVICE	GENERAL FUND	PAVED STREETS	109.68
	12/08/17	WIRELESS SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.84
	12/08/17	WIRELESS SERVICE	MEMORIAL AUDITORIU	MEMORIAL AUDITORIUM	31.38
	12/08/17	WIRELESS SERVICE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	420.23
	12/08/17	WIRELESS SERVICE	RECREATION	PARK AREAS	36.38
	12/08/17	WIRELESS SERVICE	RECREATION	OLSON PARK CAMPGROUND	31.38
				TOTAL:	2,321.16
VETERINARY MEDICAL CTR PA	12/08/17	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
	12/08/17	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	50.42
	12/08/17	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	53.67
				TOTAL:	157.76
VINOCOPIA INC	12/08/17	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,268.00
	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	528.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	26.25
				TOTAL:	1,822.25
WATCHGUARD VIDEO	12/08/17	EXTN CABLES FOR WIRELESS M	GENERAL FUND	POLICE ADMINISTRATION	91.00
				TOTAL:	91.00
WESCO RECEIVABLES CORP	12/08/17	LED ROADWAY LIGHT FIXTURES	ELECTRIC	FA DISTR ST LITE & SIG	3,668.00
				TOTAL:	3,668.00
WINE MERCHANTS	12/08/17	WINE	LIQUOR	NON-DEPARTMENTAL	5,592.00
	12/08/17	FREIGHT	LIQUOR	O-SOURCE MISC	104.79
				TOTAL:	5,696.79
WORTHINGTON BUILDING MATERIALS INC	12/08/17	WEATHER STRIP, PINE BOARDS	RECREATION	PARK AREAS	14.48
				TOTAL:	14.48
WORTHINGTON FIRE DEPT RELIEF ASSOC	12/08/17	2ND HALF '17 CTY TAX SETTL	GENERAL FUND	FIRE ADMINISTRATION	1,279.63
	12/08/17	REMAINING '17 LEVY BALANCE	GENERAL FUND	FIRE ADMINISTRATION	9.20
				TOTAL:	1,288.83
WORTHINGTON POSTMASTER	12/08/17	FIRST-CLASS PRESORT FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	225.00
				TOTAL:	225.00
WORTHINGTON TOWNSHIP	12/08/17	ANNEXATION 2017 DROST	GENERAL FUND	OTHER GEN GOVT MISC	44.69
	12/08/17	ANNEXATION 2017 DROST	GENERAL FUND	OTHER GEN GOVT MISC	532.50
				TOTAL:	577.19
YMCA	12/08/17	CAL MANAGEMENT-NOVEMBER	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,358.20
	12/08/17	2017 CONTRACT PAYMENT	RECREATION	RECREATION PROGRAMS	4,100.00
				TOTAL:	7,458.20

========== FUND TOTALS ==========		
101	GENERAL FUND	71,882.44
202	MEMORIAL AUDITORIUM	1,231.64
207	PD TASK FORCE	459.01
229	RECREATION	11,232.32
231	ECONOMIC DEV AUTHORITY	2,518.00
321	PIR/TRUNKS	29.25
401	IMPROVEMENT CONST	320,480.84
601	WATER	65,469.30
602	MUNICIPAL WASTEWATER	5,842.98
604	ELECTRIC	36,879.94
605	INDUSTRIAL WASTEWATER	48,645.36
606	STORM WATER MANAGEMENT	3,269.53
609	LIQUOR	366,755.38
612	AIRPORT	1,220.67
702	DATA PROCESSING	1,125.68
873	GARBAGE COLLECTION	83,926.53
878	WASTE MANAGEMENT COLL	7,192.00
882	TOURISM PROMOTION	15,997.67
	GRAND TOTAL:	1,044,158.54