

WORTHINGTON CITY COUNCIL

AGENDA

7:00 P.M. - Monday, December 12, 2011
City Hall Council Chambers

- A. **CALL TO ORDER**
- B. **INTRODUCTIONS AND OPENING REMARKS**
- C. **AGENDA ADDITIONS/CHANGES AND CLOSURE**
 - 1. Additions/Changes
 - 2. Closure
- D. **CONSENT AGENDA**
 - 1. CITY COUNCIL MINUTES (WHITE)
 - a. City Council Minutes from Regular Meeting November 28, 2011
 - b. City Council Minutes from Special Meeting December 7, 2011
 - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
 - a. Water and Light Commission Minutes of Regular Meeting December 5, 2011
 - b. Economic Development Authority Minutes of November 28, 2011
 - c. Worthington Housing and Redevelopment Authority Board of Commissioners Minutes of November 17, 2011
 - d. WGTN-TV3 Minutes of November 10, 2011
 - e. Planning Commission / Board of Appeals Minutes of December 6, 2011
 - 3. FINANCIAL STATEMENTS
 - a. Municipal Liquor Store Income Statement for the Period January 1, 2011 through November 30, 2011
 - 4. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)
 - Case Items
 - 1. Annual License Renewals

b. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Items

1. Establish Olson Campground 2012 Rate
2. Establish 2012 Enclosed/Open Shelter House Fees
3. Establish 2012 User Fee for Chautauqua Band Shell Usage
4. Establish 2012 Special Event User Fee for Open Green Spaces within the City's Parks

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

Case Items

1. Decertification of Tax Increment District #7
2. Changer Order #1 - Hazardous Materials Removal Contract

5. BILLS PAYABLE

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

E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Items

2. Establish Agreement with Dakota Golf Management for the Clubhouse and Greens of Prairie View Golf Links
3. Liquor Store Feasibility Study Presentation
4. Mediacom Franchise Noncompliance Resolution
5. Consideration of Authorization To Negotiate Contract for Continuation of Architectural Services for New Fire Station
6. 2012 Legislative Priorities
7. Liquor Committee Recommendation for Additional Option Regarding Alcohol Compliance Check Violations

8. Third Reading Proposed Ordinance Amending Title V, Chapter 54, Section 54.04 (/c) of the Worthington City Code - Storm Water Rates
9. First Reading Proposed Ordinance to Amend Chapter 111, Section 111.33 of the Worthington City Code Pertaining to Restrictions Upon Persons Under the Age of 21

F. CITY COUNCIL BUSINESS - PUBLIC UTILITIES (YELLOW)

Case Items

1. 2012 Utility Department Strategic Financial Plans

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

Case Items

3. Architectural Contract Amendment - Former YMCA Project
4. Tax Abatement Proposal Revision

H. COUNCIL COMMITTEE REPORTS

1. Mayor Oberloh
2. Alderman Ten Haken
3. Alderman Kuhle
4. Alderman Nelson
5. Alderman Wood
6. Alderman Woll

I. CITY ADMINISTRATOR REPORT

J. ADJOURNMENT

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, NOVEMBER 28, 2011**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Aldermen present: Lyle Ten Haken, Mike Kuhle, Scott Nelson, Ron Wood, Mike Woll. Honorary Council Member: Keith Wilson.

Staff present: Craig Clark, City Administrator; Brian Kolander, Finance Director; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk.

Others present: Jim Bunner, KWOA; Ana Anthony, Daily Globe; Tom Jansa, Dakota Golf; Kevin Donovan.

HONORARY COUNCIL MEMBER

Mayor Oberloh introduced Keith Wilson as the Honorary Council Member for the months of December, 2011 and January and February, 2012.

CONSENT AGENDA APPROVED

Council discussed the Housing and Redevelopment Authority minutes included in the consent agenda regarding the HUD subsidy and the process for hiring an Executive Director due to resignation of the current Director. Council noted they would like to have oversight on the process with representation on the hiring committee.

Following discussion, the motion was made by Alderman Wood, seconded by Alderman Nelson and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular meeting November 14, 2011 and Special meeting November 4, 2011
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular meeting November 21, 2011; Worthington Housing and Redevelopment Authority Board of Commissioners meeting October 18, 2011; Convention and Visitors Bureau Board of Directors meeting September 26, 2011
- Municipal Liquor Store Income Statement for the period January 1, 2011 through October 31, 2011.
- City of Worthington Fund Balance Policy
- Modifications to the Street Supervisor Job Description
- Change Order No. 1 to Airport Runway 17-35 Reconstruction and Runway 11-29 Maintenance Project in the amount of \$38,418.
- Bills payable and totaling \$1,047,972.21 be ordered paid

APPROVAL OF 2012 PRAIRIE VIEW GOLF LINKS RATES

Council considered the proposed 2012 Prairie View Golf Links rates as approved by the Golf

Advisory Board, which included increases to the season pass rates, the golf cart rental fees, and the golf cart storage and trail fees. Tom Jansa, Dakota Golf Management, was present at the meeting for the discussion and noted that, in addition to the he was proposing a change in the introductory rate with a discount of 25%.

Following discussion on the proposed rates, the motion was made by Alderman Wood and seconded by Alderman Nelson to approve 2012 rates with the following base of a 4.3% increase, and move the *New Member Discount* to the "before 01/12/12 rate". Discussion followed on rounding the rates after tax to the nearest dollar amount. Alderman Wood amended his motion to include rounding of the rate including tax to the nearest dollar amount, with Alderman Nelson seconding the amendment. The motion was unanimously carried.

The updated approved rates are attached as part of these minutes.

RESOLUTION ADOPTED APPROVING THE 2011 TAX LEVIES COLLECTIBLE IN 2012

Council considered a resolution approving a final levy in the amount of \$3,085,427 collectible in 2012. The levy amount includes a General Purpose Tax Levy of \$2,093,364 (including an Economic Development Levy of \$86,000) and Special Tax Levies of \$992,063 (including Economic Development Tax Abatements of \$25,000). Staff presented information on revenues, lost revenues, and operating costs.

As provided by legislation, this was the time and date set for public comment on the proposed levy. Mayor Oberloh opened the floor for comment:

Kevin Donovan - We all saw increases in valuations and taxes. Of his increase, 48% was due to a valuation increase due to sales in my area of town, but 52% of the increase was from the levies. Out of the levies, the School District is obviously the highest one at 28%, the City was 12% and as Mr. Clark explained, the TIF monies-state reductions-everything contributes to that, the County is 8% and homestead credit is another 4%. What I'm hearing from people, and I tend to agree with them, some of the people that are retiring are moving, not only out of Worthington, but out of state. What I'm hearing is that they're moving out of state because of the state income tax, but also the property taxes that have increased. My own situation is almost close to \$100,000 in five years. It's just a concern - I look at you people as, being a constituent myself, our voice for Worthington that are going to talk to people like Hamilton and Dayton, and that's kind of my purpose of bringing this up now. An example of clients that are moving to Texas - once you're 65 in Texas your property taxes are frozen - I don't know how many people knew that but it's interesting, and just the comparisons. A house that was built identical to a house in Eagan, the difference was \$90,000 (value) more in Eagan than it was in Worthington. I know you're all doing everything you possibly can, I just felt that your voice is probably better than mine, and trying to keep a cap on the levies which is the biggest portion of this - 52% versus 48.

Mayor Oberloh responded that he disagreed in that the Governor, and Hamilton and Magnus and others say they need to hear a lot of people like you saying what you just said.

Kevin Donovan - It's funny that I'm the only person here from the City that has a concern, and basically it's because we've been told it's not going to do you any good. It still is important to voice our opinion and I still feel that your voice is stronger than mine to those people - which I do write and email- but it's important to bring it to our local government and it's just a concern. I'm more concerned about the levies being kept in control, but after hearing Mr. Clark's presentation there's not probably a whole lot we can do but encourage other people in our community to voice their opinion to our Governor and our State Representatives. With that I thank you for your time.

No other comments were received.

Also included for Council approval was the Housing and Redevelopment Authority's proposed levy of \$96,585.95. Council discussed the HRA structure, and the City's involvement level.

The motion was made by Alderman Nelson, seconded by Alderman Wood and unanimously carried to adopt the following resolutions:

RESOLUTION APPROVING 2011 TAX LEVIES COLLECTIBLE IN 2012

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 2012 upon the taxable property in said City of Worthington, Minnesota for the following purposes:

LIMITED GENERAL PURPOSE TAX:	2011/2012 LEVY	SPECIAL TAX LEVIES:	2011/2012 LEVY
General Fund	787,782	G.O. Debt Service Funds Including Improvement Bonds (MS 275.50 Subd. 5e and MS 429.091	
Recreation Fund	666,119		
Economic Development Authority Fund	53,650	PIR Series 2004A \$3,055,000	201,100
Improvement Construction Fund	334,236	PIR Series 2007A \$4,370,000	365,000
Aquatic Center Facility Fund	100,000	PIR Series 2009C \$2,710,000	170,468
Memorial Auditorium Fund	66,077	PIR Series 2010A \$1,915,000	<u>230,495</u>
		SUBTOTAL DEBT SERVICE FUNDS	967,063
GENERAL PURPOSE TAX LEVY-CITY	<u>2,007,364</u>	Economic Development Tax Abatement	25,000
EDA TAX LEVY	<u>86,000</u>	TOTAL SPECIAL TAX LEVIES	<u>992,063</u>
TOTAL GENERAL PURPOSE TAX	<u>2,093,364</u>		

SPECIAL TAX LEVIES: (Other than Debt Service)		RECAP OF TAX LEVY TOTALS:	
Housing & Redevelopment Authority (MS 462.545 Subd. 6)	Separate Certified Levy	General Purpose Levy	2,093,364
		Special Tax Levies	992,063
		TOTAL NET LEVY	<u>3,085,427</u>

RESOLUTION APPROVING 2011 TAX LEVIES COLLECTIBLE IN 2012

BE IT RESOLVED, by the City Council of the City of Worthington and the Economic Development 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 2012, upon the taxable property in said City of Worthington, Minnesota, for the following purposes:

SPECIAL TAX LEVY	CERTIFIED LEVY
	2011/2012
ECONOMIC DEVELOPMENT AUTHORITY	
TAX LEVY	
(Minnesota Statute 469107, Subdivision 1)	
Special Tax for Operations	\$86,000.00

NET CERTIFIED LEVY \$86,000.00

RESOLUTION APPROVING 2011 TAX LEVY COLLECTIBLE IN 2012

BE IT RESOLVED, by the City Council of the City 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 2012, upon the taxable property in said City of Worthington, Minnesota, for the following purposes:

SPECIAL TAX LEVY	CERTIFIED LEVY
	2011/2012
HOUSING AND REDEVELOPMENT	
AUTHORITY TAX LEVY	
(Minnesota Statute 469.033, Subdivision 6)	
Special Tax for Operations	\$96,585.95

NET CERTIFIED LEVY \$96,585.95

RESOLUTION NO. 3484 ADOPTED APPROVING THE 2012 FUND BUDGETS FOR THE CITY OF WORTHINGTON, MINNESOTA

The motion was made by Alderman Woll, seconded by Alderman Wood and unanimously carried to adopt the following resolution approving the 2012 fund budgets for the City of Worthington, Minnesota:

RESOLUTION NO. 3484

A RESOLUTION FOR THE APPROVAL OF THE 2012 FUND BUDGETS FOR THE CITY OF WORTHINGTON, MINNESOTA

(Refer to Resolution File for complete copy of Resolution)

PROPOSAL FOR 2011 YEAR-END AUDIT SERVICES FROM TURBES DREALAN KVILHAUG HOEFKER & CO. P.A. APPROVED

The motion was made by Alderman Kuhle, seconded by Alderman Wood and unanimously carried to approve a proposal for the 2011 year-end audit services from Turbes Drealan Kvilhaug Hoefker & Co. P.A. in an amount not to exceed \$19,700 excluding word processing of the report.

RESOLUTION ADOPTED APPROVING GASB 54 FUND BALANCE CHANGES

Staff presented a resolution committing Special Revenue Resources for the City's Special Revenue Funds as required to implement the Governmental Accounting Standards Board's (GASBI) change in how Governmental Entities report their fund balances. The new Statement #54 is effective for the year-ending December 31, 2011.

The motion was made by Alderman Woll, seconded by Alderman Wood and unanimously carried to adopt the following resolution:

**RESOLUTION COMMITTING SPECIFIC REVENUE SOURCES
IN SPECIAL REVENUE FUNDS**

WHEREAS, the Governmental Accounting Standards Board's Statement #54 definition of special revenue funds states that special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purpose other than debt service or capital projects; and,

WHEREAS, The term "proceeds of specific revenue sources" establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund and comprise a substantial portion of the fund's revenues; and,

WHEREAS, investment earnings and transfers from other funds do not meet the definition of a

specific revenue source; and,

WHEREAS, Council action is required to formalize the commitment of the specific revenue sources to specified purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Worthington that effective December 31, 2011, the specific revenue source of each special revenue fund and the specific purposes for which they are committed are as follows:

Fund	Specific Revenue Sources	Committed For
Small Cities Grant	Federal Grants	Loan Repayments
Police Dept. Task Force	Federal Grants/Charges for Services	Drug Enforcement
WRH Fund	Past Patient Collections	Community Betterment
Sales Tax Revenue	Sales Tax Revenue	Auditorium/Event Center Projects
Recreation	Tax Levy	Recreation Programs
Economic Development Authority	Tax Levy	Economic Development

ORDINANCE NO. 1045 ADOPTED AMENDING TITLE XV, SECTION 155 OF THE WORTHINGTON CITY CODE - ZONING

Pursuant to published notice this was the time and date set for the third reading of a proposed ordinance amending Title XV, Section 155 of the Worthington City Code pertaining to zoning to allow for child care as a special use permit in a "M-1" - Light Manufacturing District.

The motion was made by Alderman Woll, seconded by Alderman Wood and unanimously carried to give a third reading to, and subsequently adopt, Ordinance No. 1045 as follows:

ORDINANCE NO. 1045

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

(Refer to Ordinance File for complete copy of Ordinance)

SECOND READING PROPOSED ORDINANCE AMENDING TITLE V, CHAPTER 54, SECTION 54.04 (C) OF THE WORTHINGTON CITY CODE - STORM WATER RATES

Pursuant to published notice this was the time and date set for the second reading of a proposed

ordinance amending Title V, Chapter 54, Section 54.04 (C) of the Worthington City Code as follows:

(C) The annual fee per acre for residential is \$228.00

The motion was made by Alderman Wood, seconded by Alderman Woll and unanimously carried to give a second reading to the proposed ordinance.

RESOLUTION NO. 3485 ADOPTED APPROVING CHANGES IN THE SEWER RATE SCHEDULE

Staff presented the proposed 2012 Sewer Service Rates as approved by the Water and Light Commission at its November 21, 2011 meeting. The usage charge will increase about .2% or \$.006/1,000 gallons for non-industrial users, while the connection charge increase is \$.29 or 1.95%.

The motion was made by Alderman Kuhle, seconded by Alderman Wood and unanimously carried to adopt the following resolution approving the changes:

RESOLUTION NO. 3485

APPROVING CHANGES IN THE SEWER RATE SCHEDULE

(Refer to Resolution File for complete copy of Resolution)

2012 STREET LIGHTING BUDGET APPROVED

At their November 14, 2011 meeting, Council tabled action on the proposed 2012 Street Light Budget and special service charge, requesting that staff review and revise the budget. Based on a proposal from the General Manager of Worthington Public Utilities to unbundle the costs, the proposed 2012 street lighting budget now includes utility costs based on the projected annual average wholesale cost for power and usage, and an interdepartmental charge for the annual average cost for installing and maintaining the infrastructure needed for street lighting. The revised budget will allow the current special service charge rate to remain the same.

The motion was made by Alderman Woll, seconded by Alderman Wood and unanimously carried to approve the 2012 Street Lighting Budget as presented.

COUNCIL COMMITTEE REPORTS

Mayor Oberloh - the CGMC Conference in Fergus Falls was good. Also requested that a meeting be scheduled for discussion on hospital proceeds - the Okabena-Ocheda Watershed Board is looking for the City to establish a fund regarding the Watershed.

Alderman Ten Haken - Also attended the CGMC Conference and agreed with the Mayor that is was

good - but the environmental issues discussed there regarding water quality are scary.

Alderman Kuhle - nothing to report.

Alderman Nelson - Attended a Heron Lake Watershed meeting - they continue to work on a management plan that needs to be in place to qualify for Clean Water Partnership dollars. They have also applied for a \$300,000 grant.

Alderman Wood - nothing more to report than what was presented already during the meeting.

Alderman Woll - Memorial Auditorium has struggled on attendance with some of the recent performances to make it work - they need to step up promotion.

CITY ADMINISTRATOR'S REPORT

Craig Clark, City Administrator, noted a special City Council meeting was scheduled for Wednesday, December 7th at 7:00 a.m. for labor negotiations. He also attended the CGMC Conference - Flaherty is not optimistic about the next Legislative session. Mr. Clark also met on the abatement proposal earlier today, they'll move it forward.

REVIEW APPRAISAL FOR ACQUISITION OF RIGHT OF WAY AND EASEMENT FOR TH 59 NORTH INFRASTRUCTURE IMPROVEMENTS - PARCEL NO. 31-3856-000 - CLOSED SESSION UNDER MS § 13D.05, SUBD, 3(C)

Mayor Oberloh stated Council would be going into closed session for review of appraisal of Parcel No. 31-3856-000, as allowed by MS § 13.D.05, Subd. 3(C). Present for the closed session was Mayor Oberloh; Aldermen; Ten Haken, Kuhle, Nelson, Wood, Woll; Honorary Council Member Keith Wilson; Craig Clark, City Administrator; Dwayne Haffield, Director of Engineering; Janice Oberloh, City Clerk.

The motion was made by Alderman Ten Haken, seconded by Alderman Kuhle and unanimously carried to close the meeting at 8:20 p.m.

The motion was made by Alderman Ten Haken, seconded by Alderman Wood and unanimously carried to re-open the meeting at 8:25 p.m.

ADJOURNMENT

The motion was made by Alderman Nelson, seconded by Alderman Wood and unanimously carried to adjourn the meeting at 8:26 p.m.

Janice Oberloh MCMC
City Clerk

PRAIRIE VIEW GOLF LINKS
RATES & PROGRAMS – 2012
 Sales Tax of 6.875% included where applicable

Season Passes

Regular	2011	2012	Before 1-1-12	Before 4-1-12
Individual	\$ 609.19	\$ 635.00	\$ 540.00	\$ 590.00
Ind. Weekday		\$ 440.00	\$ 374.00	\$ 410.00
Couple	\$ 790.88	\$ 825.00	\$ 700.00	\$ 770.00
Family	\$ 951.19	\$ 990.00	\$ 840.00	\$ 920.00
Senior Weekday	\$ 374.06	\$ 390.00	\$ 332.00	\$ 365.00
Sr. Couple Weekday	\$ 480.94	\$ 500.00	\$ 425.00	\$ 465.00
Young Adult (19-25)		\$ 270.00	\$ 230.00	\$ 250.00
Junior (under 19)	\$ 53.44	\$ 60.00	\$ 51.00	\$ 56.00

New Members - Can purchase pass at the Before 1-1-12 rate anytime during the season.

New member rates apply to anyone who was not a member in 2009, or anyone who participated in the new member program in 2010 and 2011

Senior passes are weekday only. Senior passes receive Prairie Card prices on weekend green fees. Seniors must be 70 years of age before August 1, 2012.

Season passes receive Prairie Card prices on golf cart rental.

Student passes are weekdays only. Student passes may play on the weekend afternoon if the course is available, or anytime with an adult.

Family passes include husband, wife, juniors under 19 and young adults under 22 with a student ID.

Discount of 15% before January 1, 2012. Discount of 7% before April 1, 2012.

Annual Golf Cart Rental

	2011	Before 1-1-12	Before 3-31-12	2012
Family	\$ 416.81	\$ 455.00	\$ 500.00	\$ 535.00
Single	\$ 352.69	\$ 355.00	\$ 385.00	\$ 415.00
9 Hole Weekday	\$ 267.19	\$ 270.00	\$ 295.00	\$ 315.00

Annual golf cart passes are for the passholder only. All players without an annual golf cart pass must pay the applicable fee to ride, which is the Prairie Card cart fee of \$7 for 9 holes or \$10 for 18 holes. All cart riders, both passholders and daily fee players, will ride with another player if a seat is available rather than take a separate cart. If a golfer with a 9 hole weekday cart pass wishes to play 18, they will pay the regular rate of \$5 for their 2nd 9. For the family cart pass, only one cart can be on the course at any given time. The family pass includes use by immediate family members only, parents, children and grandchildren. All others will pay the applicable fee, which is the Prairie Card cart fee of \$7 for 9 holes or \$10 for 18 holes.

Annual Golf Cart Storage and Trail Fees

	2011	Before 1-1-12	Before 4-1-12	2012
Gas Storage	\$ 350.00	\$ 350.00	\$ 380.00	\$ 410.00
Elec. Storage	\$ 375.00	\$ 375.00	\$ 410.00	\$ 440.00
Gas Storage – with riders		\$ 510.00	\$ 560.00	\$ 600.00
Elec. Storage – with riders		\$ 535.00	\$ 585.00	\$ 630.00
Season Trail Fee		\$ 170.00	\$ 186.00	\$ 200.00
Daily Trail Fee		\$ 20.00		

For Individual cart storage, all passengers without a cart pass pay a cart fee to the course of \$3 for 9 holes and \$5 for 18 holes.

As an option, owners of stored carts can upgrade to Cart storage with riders which allows all passengers to ride without paying a cart fee.

For stored carts, the City recognizes a single owner. The cart owner, spouse and any immediate family member over 18 can use the stored cart on the course. No other individuals may take the cart on the course without the owner.

Season Trail Fee - Riders subject to same rule as individual cart storage. Passengers pay \$3 for 9 or \$5 for 18.

Daily Trail Fees - Daily fee includes both riders.

The Prairie Card

With The Prairie Card, golfers are eligible for substantial discounts on green fees, golf carts, and driving range. The Prairie Card is non-refundable and may only be used by the purchaser.

	2011	2012	Before 1-1-12	Before 4-1-12
Individual	\$ 64.13	\$ 70.00	\$ 60.00	\$ 65.00
Couple	\$ 96.19	\$ 100.00	\$ 85.00	\$ 93.00
			Regular Rate	
9 Holes	\$ 8.55	\$ 9.00	\$ 17.00	
18 Holes	\$ 11.76	\$ 12.50	\$ 25.00	
2 nd 9	\$ 3.21	\$ 3.50	\$ 8.00	
Weekend 9	\$ 9.62	\$ 10.00	\$ 19.00	
Weekend 18	\$ 12.83	\$ 13.50	\$ 27.00	
½ Cart - 9 Holes	\$ 7.48	\$ 8.00	\$ 11.00	
½ Cart - 18 Hole	\$ 10.69	\$ 11.25	\$ 16.25	
Range - Warm up	\$ 2.14	\$ 2.25	\$ 4.00	
Range - Regular	\$ 3.21	\$ 3.50	\$ 5.75	

Daily Green Fees

	2011	2012	w/ Prairie Card
9 Holes	\$ 16.03	\$ 17.00	\$ 9.00
18 Holes	\$ 23.51	\$ 25.00	\$ 12.50
2 nd 9	\$ 7.48	\$ 8.00	\$ 3.50
Weekend 9	\$ 18.17	\$ 19.00	\$ 10.00
Weekend 18	\$ 25.65	\$ 27.00	\$ 13.50

Golf Carts

	2011	2012	w/ Prairie Card
9 Holes	\$ 10.69	\$ 11.00	\$ 8.00
18 Holes	\$ 16.03	\$ 16.25	\$ 11.25

Driving Range

	2011	2012	w/ Prairie Card
Warm up	\$ 3.74	\$ 4.00	\$ 2.25
Regular	\$ 5.34	\$ 5.75	\$ 3.50

	2011	2012	Before 1-1-12	Before 4-1-12
Range Pass	\$ 64.13	\$ 70.00	\$ 60.00	\$ 65.00
Youth Range Pass	\$ 32.06	\$ 35.00	\$ 30.00	\$ 33.00
Warm up w/ Rng Pass	N/C	N/C		
Reg. w/ Range Pass	\$ 1.00	\$ 1.00		

**JOINT WORTHINGTON CITY COUNCIL/WATER AND LIGHT COMMISSION
SPECIAL MEETING, DECEMBER 7, 2011**

The meeting was called to order at 7:00 a.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Aldermen present: Lyle Ten Haken, Mike Kuhle, Scott Nelson, Ron Wood, Mike Woll.

Water and Light Commission members present: Randy Thompson, Gary Hoffmann, James Elsing.

Staff present: Craig Clark, City Administrator; Scott Hain, General Manager Worthington Public Utilities; Brian Kolander, Finance Director; Mike Cumiskey, Public Safety Director; Jim Laffrenzen, Public Works Superintendent; Janice Oberloh, City Clerk.

Others present: none.

CLOSED SESSION UNDER MS § 13D3.03 SUBD. 1(B) LABOR NEGOTIATIONS

Mayor Oberloh stated the Council and Commission would be going into closed session for the purpose of the labor negotiation discussion.

The motion was made by Alderman Woll, seconded by Alderman Wood and unanimously carried to close the meeting at 7:02 a.m.

The motion was made by Alderman Nelson, seconded by Alderman Ten Haken and unanimously carried to reopen the meeting at 8:19 a.m.

ADJOURNMENT

The motion was made by Alderman Ten Haken, seconded by Alderman Kuhle and unanimously carried to adjourn the meeting at 8:20 a.m.

Janice Oberloh, MCMC
City Clerk

UNAPPROVED

**WATER AND LIGHT COMMISSION MINUTES
REGULAR MEETING
DECEMBER 5, 2011**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 7:00 A.M., CST, by Vice-President Randy Thompson with the following members present: Gary Hoffmann, James Elsing and Ron Wood. Absent was Robert J. Demuth (excused).

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

Others present: Keith Wilson, Honorary Council Member

AGENDA ADDITIONS/CLOSURE

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

WATER AND LIGHT COMMISSION MINUTES

A motion was made by Commissioner Wood, seconded by Commissioner Elsing and unanimously carried to approve the Water and Light Commission Minutes of the regular meeting held November 21, 2011.

ELECTRIC DEPARTMENT 2012 STRATEGIC FINANCIAL PLAN

Scott Hain, General Manager, presented the 2012 Electric Department Strategic Financial Plan to the Commission. The plan included the WPU purchasing policy, the Electric Department budget, the five-year operation and maintenance expense summary, the five-year capital improvement program, the equipment and vehicle revolving schedule, the five-year flow of funds summary, the electric rate schedule and illustration of typical bills and the reserve account policy.

Total purchased power and transmission costs are projected to increase from \$14,070,154 in 2011 to \$14,219,531 in 2012, an increase of \$149,377 or 1.1%. Western Area Power Administration (WAPA) accounts for \$2,895 of the increase, Missouri River Energy Services accounts for \$68,098 of the increase and ITC transmission service accounts for \$78,384 of the increase. Total operation and maintenance expenses, including purchased power and transmission, are budgeted to increase from \$15,802,524 in 2011 to \$15,968,416, up \$165,892 or 1.05%. Capital improvement expenditures included in the 2012 budget are down \$90,770 (2.2%) from the 2011 budget.

Mr. Hain stated that the proposed budget included no increase in retail rates for residential, commercial and medium general service customers and a slight increase in the energy charge for large general service customers from \$0.0450 in 2011 to \$0.0460 in 2012.

After discussion, a motion was made by Commissioner Wood, seconded by Commissioner Elsing and unanimously carried to approve the Electric Department 2012 Strategic Financial Plan as presented.

SUBSTATION TIE TRANSMISSION PROJECT UPDATE

Scott Hain, General Manager, provided an update on the status of the substation tie transmission project.

JOINT CITY COUNCIL/WATER AND LIGHT COMMISSION MEETING

Scott Hain, General Manager, reported that there will be a joint City Council/Water and Light Commission meeting on Wednesday, December 7, at 7:00 a.m. in the City Council Chambers. The purpose of the meeting will be to discuss the status of union negotiations with the three collective bargaining units.

MISSOURI RIVER ENERGY SERVICES POLICYMAKERS WORKSHOP

On June 29, 2011, Commissioners Elsing, Thompson and Hoffmann and Scott Hain, General Manager, attended a Policymakers Workshop in Sioux Falls, South Dakota, presented by Missouri River Energy Services (MRES). The workshop provided information on present and future electric utility industry issues.

MRES is now offering to conduct the workshop on site to interested member utilities. Commission members were in agreement that it would be beneficial to schedule a workshop in Worthington to include Commission and City Council members. Mr. Hain will contact MRES to discuss scheduling options.

UTILITY BILLS PAYABLE

A motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to approve the utility bills payable totaling \$114,254.54 for November 25 and December 2, 2011.

ADJOURNMENT

A motion was made by Commissioner Hoffmann, seconded by Commissioner Wood and unanimously carried to adjourn the meeting at 7:45 A.M., CST. Vice-President Thompson declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission

**WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY
NOVEMBER 28, 2011**

The meeting was called to order at 6:45 p.m. in City Hall Council Chambers by Chair Alan E. Oberloh with the following members present: Lyle Ten Haken, Mike Kuhle, Scott Nelson, Ron Wood. Members absent: Mike Woll.

Staff present: Craig Clark, City Administrator; Brian Kolander, Finance Director; Janice Oberloh, City Clerk/EDAu Secretary.

Others present: Jim Bunner, KWOA.

MINUTES APPROVED

The Secretary noted the minutes from the September 12, 2011 meeting should reflect that the Board **precertified** the EDAu levy by adopting a resolution approving the **proposed** 2011 tax levy collectible in 2012.

The motion was made by Mike Kuhle, seconded by Lyle Ten Haken and unanimously carried to approve the Worthington Economic Development Authority Minutes of September 12, 2011 with the noted change.

**CERTIFICATION OF WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY
2011 TAX LEVY COLLECTIBLE IN 2012**

The motion was made by Ron Wood, seconded by Scott Nelson and unanimously carried to certify the 2011 Economic Development Authority Tax Levy Collectible in 2012 by adopting the following resolution:

RESOLUTION APPROVING 2011 TAX LEVIES COLLECTIBLE IN 2012

BE IT RESOLVED, by the City Council of the City of worthington and the Economic Development 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 2012, upon the taxable property in said City of Worthington, Minnesota, for the following purposes:

SPECIAL TAX LEVY	CERTIFIED LEVY 2011/2012
ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY (Minnesota Statute 469.107, Subdivision 1)	
Special Tax for Operations	\$86,000.00

NET CERTIFIED LEVY \$86,000.00

Worthington Economic Development Authority
November 28, 2011
Page 2

ADJOURNMENT

The motion was made by Ron Wood, seconded by Lyle Ten Haken and unanimously carried to adjourn the meeting at 6:50 p.m.

Janice Oberloh, MCMC
Secretary

WORTHINGTON HOUSING AND REDEVELOPMENT AUTHORITY

BOARD OF COMMISSIONERS MEETING

MINUTES OF NOVEMBER 17, 2011 7:00 AM

The Worthington HRA Board of Commissioners met on Thursday, November 17, 2011 at 7:00 a.m. in the Community Room of the Atrium High Rise.

Present for the meeting were: Larry Janssen, presiding, Ron Wood, Marge Larson, Commissioners, Brad Chapulis, City Staff and Rosie Rogers, Executive Director. Jose Lamas was absent.

APPROVAL OF AGENDAS:

Regular Agenda - (Wood, Larson passed).

Consent Agenda - (Larson, Wood, passed).

APPROVAL OF MINUTES:

The minutes of the October 18, 2011 Commissioners Meeting were approved. (Larson, Wood passed).

BILLS PAYABLE:

LRPH - Bills totaling \$38,264.41 were approved for payment. (Larson, Wood passed).

PRAIRIE ACRES - Bills totaling \$2,133.77 were approved to be paid. (Wood, Lamas passed).

APPLICANTS FOR EXECUTIVE DIRECTOR:

Seventeen applications were received for Executive Director Position. Larson has reviewed them and reported that none had an educational degree in housing. A couple have some housing experience and most candidates have experience working with diversity. Application packets will be prepared for Commissioners. A decision regarding interviews will be made at the December 8th Board Meeting. A new Executive Director is expected to be in place January 3, 2012

CAPITAL FUNDS:

Contract work for the 2011 Capital Funds is being completed: Dan Wagner, for shingling and Clair Van Grouw replacing windows at the Lucy site. Other contracts being completed include lighting to the Gazebo and emergency replacement of a hot water heater at the Atrium.

PRELIMINARY BUDGET 2012:

Rosie presented budget numbers for the 2012 fiscal year. Salary proposals were reviewed. After discussion a motion was passed TO APPROVE THE PROJECTED SALARY NUMBERS, INCLUDING WAGES, FOR THE CURRENT EXECUTIVE DIRECTOR THROUGH MARCH, 2012. (Larsen, Janssen - RESOLUTION # 11182011-A, passed, Larson, Janssen in support; Wood-no).

These numbers will be incorporated into the total budget and provided to the fee accountant for further processing.

SMOKE-FREE HOUSING:

Statistics from the November 10th meeting to detail the steps to be taken to meet the 12-12-12 date that the Atrium will be smoke-free were received. An attorney was present to discuss the legal issues. Within the Atrium, 92% of the tenants responded to the survey. More than half of the tenant body attended the meeting that was sponsored by Nobles/Rock CHIP. (Community Health Improvement Partners.)

A motion was made TO PROCEED WITH THE SMOKE FREE PROGRAM TO HAVE ALL HOUSING UNITS OWNED BY THE HRA IN COMPLIANCE BY THE 12/12/12 DATE. (Larson, Wood, passed)

COMMISSIONER REPLACEMENT:

Names for a new commissioner to the Board have been forwarded to the City. To date there has been no notification to the HRA. Staff will check with the City Clerk regarding status of the City Nominating Committee.

OTHER:

A brief discussion by the Commissioners was held after the business meeting.

ADJOURNMENT:

The meeting was adjourned at 7:51 a.m.

Approved by: _____

Respectfully Submitted,

Date _____

Rosie Rogers

MEMBERS PRESENT:

ARNE SEXE

JOHN LANDGAARD

CRAIG CLARK

JERRY FIOLA

STEVE SCHNIEDER

ABSENT:

DAWN GORDON

GARY KRAEMER

CALL TO ORDER By Craig Clark

APPROVAL OF MINUTES: John Landgaard seconded Arne Sexe

Financial statements: should have been on agenda Kelly will look for email...put to other business

Found email discussion about utilities over budget and adding to budget number .Kelly will check and report back.

Motion by Arne Sexe 2nd Steve Schnieder to move \$8000 over to account 4310 (Under legal fees)

John Cowan from Ideas explained problems with website. Board members voiced concern over bandwidth and length of time the website was taking to launch.

Amy Ernst joined the discussion and talked about possible problems with having the live stream server housed in the high school, although Amy didn't believe it was a network issue within the building. She

agreed testing the server off-site would be a start for troubleshooting the problemJohn Cowan also added that this live stream with video was new for their company and it was a learning process for Ide@s also. Board members voiced concern over the length of time it was taking but were happy to learn that Ide@s was making this a priority.

John Cowan explained that they will test off-site for 2 weeks., there was some discussion after John left regarding a 2 week deadline It was agreed that we would then need to look at someone else...Kelly said Amy discouraged us from doing that..We currently own the website. John Landgaard said school district has been happy with Drew Johnson. John Landgaard said the school district will have their website up before the end of the year. We will link to WGTN website.

Jerry explained about goal scoring process for goals. Board discussed goal setting process John Landgaard and Steve Schnieder suggested picking no more than 5 goals. Board decided to form a committee to prioritize and wordsmith goals.

Committee :Jerry, mike and Craig and Kelly tow work on goals will have a report at the next meeting

Motion to adjourn Arne Sexe ..2nd by Steve Schnieder

Next meeting: Dec. 8th 7 am TV studio

**Planning Commission/Board of Appeals Minutes
December 6, 2011**

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

Members Present: Mike Kuhle, Kelly Meyer, Ken Moser, Chad Nixon, and Dale Ryen.
Members Absent: Dana Oberloh, Bruce Pass
Staff Present: Brad Chapulis, Director of Comm/Econ. Dev.; Dwayne Haffield, City Engineer; Mark Shepherd, City Attorney
Others Present: None

Approval of Minutes

Ken Moser motioned to approve October 4, 2011 meeting minutes. The motion was seconded by Dale Ryen and passed unanimously.

Planning Commission Business

Review and Approval - 2012 to 2016 Capital Improvements Plan

In accordance with Title XV, Section 151 of the City Code and applicable State Statutes and to assure that the public improvements are consistent with the Comprehensive Plan, the Planning Commission reviewed the 2012 to 2016 Capital Improvements Program. Dwayne Haffield, City Engineer, presented a summary of the program. He noted that the bulk of the program is utility reconstruction to maintain the existing street, sewer, water, and storm sewer systems but there were several new service areas for future development such as the Highway 59 North area. Although that area is in the 5-year CIP, some work on the intersection and initial infrastructure could begin as early as next year.

Areas of conflict with the land use maps and existing capabilities were discussed such as the southwest corner of the city south of Cherrywood addition. The sewer system that serves the area actually starts near the airport. It can only accommodate approximately 20 acres of new development. The sewer by Cecilee Street and Tru-Shine Truck Wash will also need adjustment and the 27th Street and Rose Avenue area has potential conflicts. In that area, there are items to be addressed but it is difficult to know the type of improvement to be considered since the future land use is residential with a business overlay. Infrastructure is difficult to design when the land use ranges from residential to business.

Due to the conflicts and because the Comprehensive Plan is the basis for infrastructure design, Brad Chapulis suggested a review of the Comprehensive Plan to determine what amendments, if any, are required to keep it up to date.

After discussion of other CIP projects and possible funding sources, Kelly Meyer motioned to approve the 2012 to 2016 Capital Improvements Program as presented. The motion was seconded by Ken Moser and passed unanimously.

Planning Commissioner Training

Mark Shepherd, City Attorney, discussed three areas of concern for Planning Commission members: the role of the planning commission, conflicts of interest, objections of others.

First, the planning commissioner has a judicial role to interpret the facts as they apply to the law and come to a decision as a group. It is part of a planning commissioner's job to investigate, to look at property, do measurements, etc., and it is acceptable to speak with a homeowner during that investigation but if the homeowner attempts to gain support before the meeting, the commissioner must tell them that their time to speak is at that hearing and that planning commissioners must remain impartial until all parties are heard. A planning commissioner should not be influenced by one party before the hearing, should not talk with other commissioners before the hearing, and should not make a decision before the hearing. To do otherwise would be unfair to one or more parties.

Second, planning commissioners are occasionally faced with conflicts of interest, usually non contract conflicts. If a planning commissioner would personally benefit financially from a decision of the Commission, the commissioner must inform City Staff of the conflict, tell fellow commissioners of the conflict, and abstain from the discussion and the vote. Also, if a situation arises, such as an application submitted by family or friends, and a commissioner would find it difficult to remain impartial, that commissioner should abstain from voting and should not try to influence other commissioners.

Third, the objections of others can be a factor in a planning commission's decision, but it should not be the sole reason for approval or denial. The result would be the potential for some to be treated unfairly. For example, an applicant may have a strong case as to why a variance should be approved, but because of an objection, the application is denied while someone with a weaker case has their application approved just because there were no objections.

Chad Nixon noted that lobbying by applicants seems to be on the increase. Mark Shepherd explained that the commissioners should look at themselves as a judge or jury. If someone asks for support before the meeting, they should be directed to provide all of the facts to City staff for commissioners to consider only at the hearing. If they still request support before the meeting, the commissioner should contact City staff.

Mark Shepherd noted that the City Council and Planning Commission are treated differently regarding lobbying. City Council is a legislative body and it is acceptable to lobby them one way or another on enactment of particular legislation. The Planning Commission, however, has a judicial role and lobbying is not acceptable.

In response to questions from the Commission, Brad Chapulis explained that applications are often submitted without a full statement of why the request should be granted. Applicants often believe that wanting to do something is grounds for approval.

Mark Shepherd stated that the decisions of the Planning Commission should be based on the Comprehensive Plan, which is the basis of any well planned city. The lack of objection by others does not provide sufficient grounds for approval. Also, applications could be tabled if insufficient information is provided. Brad Chapulis explained the 60-day rule and waiver process as well as the City's ten day window after an application is received to return it and notify the applicant of the insufficiencies.

The definition of a hardship and the recent changes to the definition were briefly discussed. Mark Shepherd noted that each decision needs a reasonable basis and if there is ever a question of conflict of interest, it should be brought to City staff's attention.

Next Meeting

The next regularly schedule meeting is January 3, 2012. There is already one item for consideration and a second application is likely.

Adjournment

As there was no further business before the Planning Commission, Ken Moser motioned to adjourn the meeting at 8:10 p.m. The motion was seconded by Dale Ryen and passed unanimously.

Julie Haack
Secretary

CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE
INCOME STATEMENT
For the Period 1/1/11 Through 11/30/11
(Amounts in Dollars)

	Total 2011 Budget	NOVEMBER		%	YTD	
		Actual	Previous Year		YTD Actual to Budget	Actual
Sales						
Liquor	990,000	92,907	90,337	97.6%	966,220	892,482
Wine	290,000	41,112	34,408	105.0%	304,483	250,917
Beer	1,250,000	97,444	89,146	93.5%	1,168,616	1,101,595
Mix/nonalcohol	36,000	3,577	3,307	130.1%	46,834	37,775
NSF charges	-	-	-	0.0%	169	162
Net Sales	<u>2,566,000</u>	<u>235,040</u>	<u>217,198</u>	<u>96.9%</u>	<u>2,486,322</u>	<u>2,282,931</u>
Cost of Goods Sold						
Liquor	753,855	68,752	66,849	94.9%	715,236	660,439
Wine	198,750	26,685	22,427	99.6%	198,009	162,899
Beer	942,075	72,878	66,634	92.7%	873,424	823,801
Soft drinks/mix	28,053	2,785	2,575	130.0%	36,472	29,340
Freight	13,000	2,253	1,574	117.5%	15,275	11,430
Total Cost of Goods Sold	<u>1,935,733</u>	<u>173,353</u>	<u>160,059</u>	<u>95.0%</u>	<u>1,838,416</u>	<u>1,687,909</u>
Gross Profit	<u>630,267</u>	<u>61,687</u>	<u>57,139</u>	<u>102.8%</u>	<u>647,906</u>	<u>595,022</u>
Operating Expenses						
Personnel services	252,598	20,122	18,560	88.0%	222,176	176,911
Supplies	9,600	956	1,683	170.6%	16,374	11,941
Other services & charges *	92,172	(585)	6,769	112.1%	103,306	86,143
Depreciation (estimated)	16,500	1,375	1,500	91.7%	15,125	16,500
Total Operating Expenses	<u>370,870</u>	<u>21,868</u>	<u>28,512</u>	<u>96.3%</u>	<u>356,981</u>	<u>291,495</u>
Operating Income (Loss)	<u>259,397</u>	<u>39,819</u>	<u>28,627</u>	<u>112.2%</u>	<u>290,925</u>	<u>303,527</u>
Non-Operating Revenues (Expenses)						
Interest earnings **	3,000	250	417	107.4%	3,222	2,896
Other non-operating	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	<u>3,000</u>	<u>250</u>	<u>417</u>	<u>107.4%</u>	<u>3,222</u>	<u>2,896</u>
Net Income (Loss) b/Operating Transfers	<u>262,397</u>	<u>40,069</u>	<u>29,044</u>	<u>112.1%</u>	<u>294,147</u>	<u>306,423</u>
Operating Transfers-Out	<u>(200,000)</u>	<u>(16,667)</u>	<u>(16,667)</u>	<u>91.7%</u>	<u>(183,337)</u>	<u>(183,337)</u>
Net Income (Loss)	<u>62,397</u>	<u>23,402</u>	<u>12,377</u>	<u>N/A</u>	<u>110,810</u>	<u>123,086</u>

*Includes an adjustment for software purchased in October moved to capital outlay in November.

** Includes 6/30/11 actual and five months budget

ADMINISTRATIVE SERVICES MEMO

DATE: DECEMBER 12, 2011
TO: HONORABLE MAYOR AND CITY COUNCIL
SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

1. 2012 LICENCE / RENEWAL APPLICATIONS

The following 2012 license / renewal applications have been received:

On-Sale Beer

2012 - 1 Long Branch Saloon - 206 Tenth Street
2012 - 2 La Azteca Restaurant, 223 Tenth Street
2012 - 3 Pizza Hut #2747, 1551 N. Humiston Avenue
2012 - 4 Panda House - 913 Fourth Avenue
2012 - 5 The Ground Round Grill & Bar - P.O. Box 1029/1290 Ryans Road
2012 - 7 Hickory Lodge Bar & Grill, LLC - 2015 N. Humiston Avenue
2012 - 8 Tacos Lupe - 415 Ninth Street
2012 - 9 Fraternal Order of Eagles #3282 - 205 Oxford Street

Off-Sale Beer

2012 - 1 Travel Express - 2021 Highway 59 N/Box 158
2012 - 2 Fareway Stores, Inc.
2012 - 3 Interstate Cenex - 1710 N. Humiston Avenue
2012 - 4 Hy-Vee Food Store - 1635 Oxford Street
2012 - 5 La Azteca Grocery Store, 219 Tenth Street
2012 - 6 Top Asian Food Store - 312 Tenth Street
2012 - 7 Casey's General Store #1686 - 1704 Oxford Street
2012 - 8 Casey's General Store #2166 - 1007 Oxford Street
2012 - 9 Worthington Travel Plaza, 2411 Highway 60 NE
2012 - 10 Wal-Mart - 1055 Ryan's Road
2012 - 11 Bob & Steve's Shell - 1408 Oxford Street
2012 - 12 Hy-Vee Gas Station - 1245 Oxford Street
2012 - 13 Sterling Drug - 511 Tenth Street
2012 - 14 El Mexicano #3 - 310 Tenth Street
2012 - 15 Long Branch Saloon - 206 Tenth Street

Dance

2012-1 Fraternal Order of Eagles #3282 - 205 Oxford Street
2012-2 VFW Post 3958, 1117 Second Avenue
2012-3 Long Branch Saloon, 206 Tenth Street

2012-4 Hickory Lodge, 2015 North Humiston Avenue

Pawn

2012-1 Pawn-It, Inc., Vance F. Johanning, 1730 Oxford Street

All the required paperwork and fees have been received for the applications listed. Council action is requested on the applications.

CASE ITEMS

2. **ESTABLISH AGREEMENT WITH DAKOTA GOLF MANAGEMENT FOR THE CLUBHOUSE AND GREENS OF PRAIRIE VIEW GOLF LINKS**

Staff has worked with Dakota Golf Management, Incorporated (DGM) on a new contract that would have them managing both the clubhouse as well as the grounds at Prairie View Golf Links. This contract will build on the improvements we saw last year and hopefully allow DGM the opportunity to make more improvements now that they have a years worth of experience working at Prairie View and learning about our community.

The agreement, included as *Exhibit 1*, makes adjustments to the revenue schedule as well as the items that will be subject to sharing. As you will recall, last year's contract had the City keeping the revenue from the annual memberships, annual cart passes and cart storage while DGM gained more of their revenue from daily fees, the Prairie View Card and driving range fees. Rather than maintaining the awkward relationship between the annual and daily fees, and the inherit competition between the two revenue areas, a simplified method is being proposed that looks at revenue as total revenue rather than annual vs. daily fees and thereby eliminating any competing interest between the two. Because of this modification the total amount of revenue has been adjusted accordingly as you can see in 3.B of the agreement.

Similar to last year's agreement the base management fee is from the first amount of gross revenue and has increased from \$50,000 to \$55,000 and is reflective of their new management over the grounds portion of Prairie View as well as new promotional efforts that was not the case last year.

While DGM will oversee the grounds and their operation the City will continue to be responsible for the costs associated with the Superintendent, part-time personnel, maintenance expense based on a three-year budgetary average for the greens portion Prairie View operations. As an incentive for DGM to control costs in these areas they would receive 50% share of any savings below the budgeted amounts by the City. Any expenses over the budgeted amount would be the City's responsibility.

As an incentive to encourage more instruction of golfers DGM has proposed keeping 90% of the revenues from lessons as outlined in 3. E. Other changes are limited to eliminating specifics from last year that are no longer applicable.

Utilizing 2011 revenues the City took in \$113,979 and with the proposed modifications from DGM the revenues to the City would total \$107,101. Assuming the same revenues as last year, the new contract would result in an estimated \$3,800 in net additional costs to the City given the new formula but adds oversight for DGM over the entire course operations and some new promotional efforts.

Council action is requested to approve the proposed agreement as included as *Exhibit 1* and authorize the Mayor to sign and Clerk attest the contract.

3. **LIQUOR STORE FEASIBILITY STUDY PRESENTATION**

With the Council's approval of the hiring McComb Group LTD for a feasibility study of the Worthington Municipal Liquor Store, Jim McComb will present information contained in his report on the financial feasibility of relocating the liquor store. His report is included under separate cover with your agenda.

The report covers the following key issues to evaluate the financial implications for a new liquor store.

1. Current store evaluation including location, size, store layout, cooler size and lineal feet of shelving.
 - a. Traffic counts of major intersections.
 - b. Proposed locations with supported information on each site. This section includes Jim's comments along with staff's information.
2. Identify our competition to inform Council on the location of these liquor stores, and the sales volume of each.
3. Identify our trade area by mileage radius, population, household income, and demographic characteristics. The study projects out population, income, household family size, and race and ethnicity thru 2015. The future sales potential of our store is based on purchasing power and market share. The study defines these entities and projects out sales increases.
4. Identify our current market share and compare the future sales potential in the existing location compared to a new store location with the trade area sales and purchasing power of the area.
5. Mr. McComb's recommendations.

While the intent of the discussion this evening is to present the report to the City Council it is expected that we will have further discussion on this topic to discuss several other factors that will supplement this report and have an impact on any final determination by Council on the feasibility of building a new facility.

For a general summary these would include issues related to:

Capital replacement

- Coolers – With the increase in craft beers, the age of our cooler, and our strong beer sales the replacement and enlargement of our cooler is highly recommended with a cost exceeding \$100,000.00.
- Shelving – Four tier shelving is the standard look in most liquor stores. To get us up to today's standards and to replace our dated shelving will be a proposed improvement with a cost of approx. \$35,000.00.
- Check stands – I have researched and have been informed that we need 3 checkstands with our current sales. Our checkstands need be brought up to modern day standards to increase efficiency, display merchandise better, improve our look, and control traffic flow. The estimated cost is approx. \$25,000.00
- Bathrooms – New bathrooms create a positive image to our customers especially women. Our current facilities are dated and do not present a positive shopping experience.
- Ceiling – The ceiling tiles are faded and some are missing. The light fixtures need to be brought to new standards to increase efficiency and appearance.
- Carpet - The carpet is 10 years old. The budgeted amount of \$10,000.00 for new flooring is proposed for 2013.
- HVAC – Both roof HVAC units are budgeted to be replaced in 2013 with a cost of \$25,000.00.
- Roof – The replacement of our roof is scheduled to be replaced in 2013 with a cost of \$75,000.00
- Parking lot overlay – The overlay of our lot is scheduled to be proposed on 2015 with a cost of \$100,000.00

Obviously should the liquor store relocate many of these maintenance items would have to be evaluated to associate costs to the liquor store for past use and any future cost to another City Department.

Physical Limitations of the Current Store

- Lack of a proper loading/receiving dock
- Limited backroom storage area that impacts our purchasing decisions and best value buys. With a possible expansion of our cooler space into the back storage room further accommodation would have to be looked at with the public utilities and

public works portions of the existing building. This cost would obviously and our backroom needs the expense of a building structure change will also be proposed.

Other considerations

On a levy basis we would have to increase the tax levy by 7.25% if the transfer from the liquor store to the general fund not happening. Unlike other City operations it is important to distinguish the liquor store as an enterprise fund operation.

We are planning on continuing contributing to the reserve fund \$200,000.00 per year, and projecting a substantial increase in sales to advance the pay off of the store. Cities with populations close to our size who have relocated liquor stores have shown at least a 25% increases in sales for the first two years after opening and continued strong increases after that.

The current location is poor because visitors to our town cannot find the store, and we are losing out in the convenience store aspect by not being located closer to the heart of our cities retail area that cause us to loose out on convenience and impulse purchases. Loss of business due to these factors along with a “top of mind awareness” due to its proximity to other shopping customer sales will keep our store strong for the long term. As the Liquor Store Manager, I’m asking for the opportunity to increase sales and profits so we can eventually contribute more to the City’s bottom line.

At this point no formal action is expected other than to simply receive the report and take it under advisement for any possible future action.

4. MEDIACOM FRANCHISE NONCOMPLIANCE RESOLUTION

The City’s franchise renewals will be expiring in 2012 and because of this the WGTN Board has requested, through our legal representatives at Moss & Barnett, franchise fee payment history so that we can perform a subscriber audit desk review. To date Mediacom has not provided this requested information and as a result it becomes necessary that the Council consider adoption of a resolution finding Mediacom in violation of the franchise agreement. The proposed resolution is included as *Exhibit 2*.

The franchise agreement clearly outlines that Mediacom is responsible for providing requested reports and records to substantiate the proper payment of franchise fees. The resolution gives Mediacom 30 days to cure the violations.

Suggested Motiom - Motion to approve the resolution included as *Exhibit 2* and authorize the Mayor to sign and the Clerk attest the resolution.

5. **CONSIDERATION OF AUTHORIZATION TO NEGOTIATE CONTRACT FOR CONTINUATION OF ARCHITECTURAL SERVICES FOR NEW FIRE STATION**

The City of Worthington in its 2009 Strategic Plan identified the task of building a new fire station under the Strategic Direction: Supporting and Developing Community Amenities. Council approved the Fire Station Action Plan at its regular meeting on January 25, 2010.

The City of Worthington contracted with Buetow & Associates, St. Paul, MN for Architectural/Engineering Services. Buetow & Associates and this project's Primary Architect, Randy Engel, have worked well with the City through all phases of the project. Currently the project is in the Construction Administration Phase and Buetow & Associates have been supplying Construction Administration services during this phase.

On December 7, 2011, the City Administrator and Public Safety Director were informed in person and by letter that Buetow & Associates, as a company, is closing its doors and will no longer provide services beyond December 15, 2011. Buetow & Associates letter is seen as *Exhibit 3*.

The Construction Administration Phase was budgeted, per contract dated Sept. 27, 2010, for \$10,800.00, and to date 30 percent (\$3,240.00) of Construction Administration is complete and paid. The Owner Move in and Occupy Phase has not been started and is budgeted, per said contract, for \$1,000.00. This would leave \$8,560.00 for completion of the remainder of the Construction Administration Phase and the Owner Move in and Occupy Phase, plus reimbursement for expenses authorized per contract.

At the deadline of the Council Meeting Agenda we were awaiting a proposal from Randy Engel, Primary Architect, for continuation of services through completion of the project. Mr. Engel's proposal will be handed out at the Council Meeting as an exhibit.

City Attorney Mark Shepherd is aware of the situation and has given Staff advice in how to proceed. Mr. Shepherd will review Mr. Engel's proposal when received and Staff will make recommendation to Council at the Council Meeting. Staff has brought this forward at this time in respect to the City Council's December meeting schedule and the need to continue the fire station project in a timely manner.

Proposed Motion: Authorization to negotiate contract with Randy Engel or his firm's representative for continuation of architectural services for the new fire station.

6. **2012 LEGISLATIVE PRIORITIES**

The City, County, School District, WREDC and the Chamber have put together legislative priorities over the last several years and at the last Joint City County and School District there was continued interest in putting one together for 2012. This platform will be shared with the Governor and state legislators who represent Worthington and our area.

The proposed platform is included as *Exhibit 4* and represents previous year's suggestions and recommendations from Council and staff.

Council approval of *Exhibit 4* is requested for inclusion in the 2012 Legislative Priorities.

7. **THIRD READING PROPOSED ORDINANCE AMENDING TITLE V, CHAPTER 54, SECTION 54.04 (/C) OF THE WORTHINGTON CITY CODE - STORM WATER RATES**

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

SECTION I.

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 \$228.00.

A complete copy of the proposed ordinance was included with your November 14, 2011 Council packet.

Suggested motion: Move to give a third reading to the proposed ordinance.

8. **FIRST READING PROPOSED ORDINANCE TO AMEND CHAPTER 111, SECTION 111.33 OF THE WORTHINGTON CITY CODE PERTAINING TO RESTRICTIONS UPON PERSONS UNDER THE AGE OF 21**

At their December 2, 2011 meeting, the Liquor Committee discussed the current language in the City Code, Title XI, Section 111.33, Section (C) (1) regarding persons under the age of 21. City Attorney Mark Shepherd pointed out that, as written, persons under the age of 18 are currently not allowed in any establishment licensed for the sale of alcoholic beverages or the municipal liquor store unless the child is:

(a) Under the direct supervision of the child's parent, grandparent or legal guardian who is present with and accompanying the child, and

(b) In the case of establishments holding an on-sale intoxicating liquor or 3.2 malt liquor license, the child may only attend social functions that are held in the portion of the establishment where liquor is not sold.

Basically, the language precludes minor children under 18 from entry into licensed establishments within the City of Worthington, even for events and celebrations.

Exhibit 5 is a proposed ordinance (showing the language changes) amending the language of the code to allow such minor persons to attend events in licensed establishments with a responsible adult.

Council is asked to give a first reading to the proposed ordinance.

9. **LIQUOR COMMITTEE RECOMMENDATION FOR ADDITIONAL OPTION REGARDING ALCOHOL COMPLIANCE CHECK VIOLATIONS**

At their December 2, 2011 meeting, the Liquor Committee also discussed alcohol compliance checks violations and penalties, and the need to make owners and employees of licensed establishments more aware that checking i.d.'s of suspected underage persons should be first and foremost. Following discussion the Committee voted to amend the penalty options for first time compliance violations, currently a \$500 fine or a weekend license suspension, to include the option of purchasing a card reader that would scan and quickly identify an age violation. The device would need to be a model approved by Council, or its designee, that would read both magnetic stripes and bar codes. Costs for such devices range from below \$500 to over \$1,500. The Committee is aware that employees using the reader device would still be responsible for matching physical attributes to those on the i.d.

Council is asked to approve the Liquor Committee recommendation to add the purchase of an approved card reading device as an additional option for alcohol compliance violation penalty - first offenses only.

MANAGEMENT AGREEMENT

This Agreement entered by and between the City of Worthington, a municipal corporation under the laws of the State of Minnesota, hereinafter "City"; and Dakota Golf Management, Inc., a corporation organized under the laws of the State of South Dakota with office at 2604 West Russell Street, Sioux Falls, SD 57104, hereinafter referred to as "Dakota Golf".

RECITALS

City owns and operates a golf course known as "Prairie View Golf Links", an 18-hole golf course located adjacent to Nobles County Road 25 northwest of Worthington, Minnesota.

Dakota Golf and the City previously entered into a consultation agreement whereby Dakota Golf has fully reviewed the Prairie View golf operation.

Worthington is interested in having a third party with golf course operations experience manage and operate Prairie View Golf Links.

Dakota Golf has the golf course management and operation experience desired by the City.

For the reasons set forth above, and in consideration of the mutual promises and agreements set forth in this agreement, City and Dakota Golf hereby agree as follows:

1. Management

Dakota Golf shall assume the management and operation of Prairie View Golf Links, hereinafter PVGL, as of the date set forth below by the latter of the parties to execute this Agreement, and shall do so through December 31, 2012.

Dakota Golf shall be responsible for all "Clubhouse Duties" as listed on Exhibit 'A'. The City shall be responsible for all "Greens Duties" as listed on Exhibit 'B'.

Dakota Golf shall employ such persons in such numbers as may be necessary to operate the clubhouse, cart barn, driving range and to otherwise perform the Clubhouse Duties. Dakota Golf shall also employ a PGA—Golf Professional who will work a minimum of 40 hours per week at PVGL. All such persons, including the PGA Pro, shall be employees of Dakota Golf and shall not be employees of the City of Worthington. Dakota Golf will supervise such employees and shall make all decisions as to hiring and firing of such employees. Dakota Golf shall assume all payroll responsibilities for such employees, including the withholding of taxes; payment of unemployment insurance and workers' compensation insurance premiums; and all other costs associated with the employment of such

persons.

2. Term

The term of this Agreement shall commence on the date whereby the latter of the parties executed this Agreement and shall end at 12:00 midnight on December 31, 2012.

3. Revenue From Which Dakota is Compensated

A. Dakota Golf shall be paid a base fee for its services in the sum of ~~\$50,000.00~~ **\$55,000.00** for the term of this Agreement. The base fee will be paid from the first ~~\$50,000.00~~ **\$55,000.00** of gross revenue. Dakota Golf's only source for payment of the base fee is the gross revenue. Gross revenue shall mean: **annual golf memberships; annual cart passes; cart storage; daily greens fees; punch card fees; daily pull cart and motor cart rental fees; and driving range fees.** It is understood that Dakota Golf will have upfront personnel and other expenses for which it will not be reimbursed unless or until gross revenue is produced in a sufficient amount.

B. Dakota Golf is entitled to the first ~~\$50,000.00~~ **\$55,000.00** in revenue as is outlined in 3.A. above. Thereafter, the revenue from the sources outlined in 3.A. above shall be shared as follows:

\$55,000 to \$130,000 – City 100%

~~\$ 50,000 to \$ 80,000~~ **\$130,000 to \$160,000 - City 90% - Dakota Golf - 10%**

~~\$ 80,000 to \$ 90,000~~ **\$160,000 to \$170,000 - City 80% - Dakota Golf - 20%**

~~\$ 90,000 to \$100,000~~ **\$170,000 to \$180,000 - City 70% - Dakota Golf - 30%**

~~\$100,000 to \$110,000~~ **\$180,000 to \$190,000 - City 60% - Dakota Golf - 40%**

~~\$110,000 and over~~ **\$190,000 and over - City 50% - Dakota Golf - 50%**

C. Dakota Golf will be responsible for the food and beverage operation and merchandise sales at PVGL. Dakota Golf will be responsible for purchasing inventory to be sold. The City of Worthington will be paid 10% of the gross revenues from food and beverage sales. Dakota Golf shall retain 90% of the gross revenues from food and beverage and all revenues from merchandise sales. These sources of revenues are not part of the gross revenues in 3.A. or the revenue sharing in 3.B.

D. Dakota Golf shall sell advertisements for all 18 Tee Markers on the golf course. The City shall be entitled to receive the revenue from the first 9 tee marker ads sales and Dakota will retain the revenue from the remaining 9 tee marker ad sales. Dakota and City shall agree on the price for the ads and all 18 shall be sold upon the same terms. These sources of revenues are not part of the gross revenues in 3.A. or the revenue sharing in 3.B.

E. Dakota Golf shall retain all fees associated with individual and group golf instruction given by the PGA Professional staff. Dakota Golf shall receive ~~20%~~ 90% of revenues from any golf instruction programs sponsored by the City or other agencies and **will be responsible for all expenses associated with these programs**. These sources of revenues are not part of the gross revenues in Section 3.A. or the revenue sharing in Section 3.B.

4. Revenue From Which City is Compensated

City shall be entitled to ~~all revenues from annual golf memberships; annual cart passes; cart storage;~~ a portion of the food and beverage revenue as is more fully set forth in 3.C. above; and a portion of the Tee Box Marker ads as is more fully set forth in 3.D. above, and any revenue sharing as is more fully set forth in 3.B. above.

Dakota Golf will collect all revenues at the golf course and remit the City's portion of revenues, payable to "The City of Worthington," to the City on a monthly basis. Payment is due the 10th day of each month for the previous month's revenues. If the City collects any revenues to which Dakota Golf is contractually entitled, the City shall remit them to Dakota Golf on a monthly basis. Payment is due the 10th day of each month for the previous month's revenues.

5. Expenses

A. Dakota Golf shall, in addition to the personnel and staffing costs referenced in Paragraph 1 above, be responsible for all purchases and the management of all food and beverage inventory and all pro shop merchandise inventory.

B. City employees will be responsible for the maintenance and fueling of the motor carts, including the cost of fuel.

C. Dakota Golf will determine whether or not a beverage cart operation is feasible. If a cart is operated, it shall be considered a part of the food and beverage revenue and such revenues shall be shared as set forth in 3.B. above.

6. Additional Matters

~~A. Dakota Golf shall have the option to purchase PVGL's existing pro shop merchandise at the City's cost less 15%.~~

B. Clubhouse operation hours will be established by mutual agreement of Dakota Golf and the City, however, the Clubhouse season shall run from March 1st through October 31st.

C. Final determinations regarding the sharing of revenue shall be made pursuant to an audit of all revenue sources by the City's certified public accountant following the end of the year.

D. Dakota Golf will be available on a year-round basis to provide management functions, to plan for the upcoming season, to close-out the end of the season, to advertise and promote the golf course, and to meet with the City and set fees and other matters.

~~E. Dakota Golf and the City will, prior to the golf season, reach an agreement as to whether or not the annual golf cart passes sold by the City will be valid only for the individual holding the pass or if the pass may be used by family members of the pass holder.~~

F. Dakota Golf and the City will mutually agree on all fees for golf, driving range, carts, etc. which fees shall be approved by the City.

~~G. City will employ a golf course superintendent who will be in charge of the grounds. Dakota Golf and the City golf course superintendent will collaborate and cooperate with one another in the best interests of PVGL.~~

H. The City expects, and Dakota Golf agrees, to work with the City Council, the Golf Advisory Board, the City Administration, and golfing interest groups within the community.

I. City expects, and Dakota Golf agrees, to place a high level of importance upon golf programming and lessons for the youth of the community.

NEW SECTION

6.5 MAINTENANCE

Dakota Golf will manage golf course course maintenance operations at PVGL. Dakota Golf will work with the Course Superintendent to insure the following:

1. Proper course conditions are maintained.
2. Wages for part time personnel are minimized, without sacrificing proper course conditions.
3. Course maintenance expenses are minimized, without sacrificing proper course conditions.

The City will be responsible for:

1. All costs associated with the Golf Course Superintendent.
2. All costs associated with part time maintenance personnel.
3. All maintenance expenses.
4. Establishing the budget for course maintenance personnel and expenses based on the past three year's budget history.

If the total amount expended in these categories is lower than budgeted, the City and Dakota Golf shall share these savings equally.

The City is responsible for expenses that exceed budgeted levels.

7. Books and Records

During the term of this Agreement, Dakota Golf shall keep books and records as determined to be necessary by the Finance Director for the City of Worthington, including books and records for those sources of revenue which are retained solely by

Dakota Golf. The City shall be provided with copies of such records at such times and at such intervals as is determined necessary by the Finance Director.

8. Independent Contractor

Dakota Golf and any of its employees are independent contractors with the City. The City shall have no responsibility or obligation to any of Dakota Golf's employees. Dakota Golf hereby agrees to indemnify and hold the City harmless from any and all claims or liability including attorneys' fees arising out of the services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of an act, error, or omission of the Management and/or his/its employees/agents arising out of the services described in the Agreement.

The City hereby agrees to indemnify and hold Dakota Golf harmless from any and all claims or liability including attorneys' fees arising out of the services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of an act, error, or omission of the City and/or its employees/agents arising out of the services described in the Agreement.

9. Disclosures

The City has provided an opportunity for Dakota Golf to review all records, including financial information, of the golf course. Dakota Golf agrees that it has inspected such records to its satisfaction and that its representative has personally viewed the physical plant prior to the execution of this Agreement. Dakota Golf has been given the opportunity to have this Agreement reviewed by an Attorney or other advisor and has either done so or waived such opportunity.

10. Agreements Outside Of Contract

This agreement contains the complete agreement concerning the arrangement between the parties and shall, as of the effective date hereof, supersede all other agreements between the parties. The parties stipulate that neither of them has made any representation with respect to the subject matter of this agreement or any representations including the execution and delivery of this agreement except such representations as are specifically set forth in this agreement and each of the parties acknowledges that he or it has relied on its own judgment in entering into this agreement. The parties further acknowledge that any payments or representations that may have been made by either of them to the other prior to the date of executing this agreement are of no effect and that neither of them has relied thereon in connection with his or its dealings with another. Specifically, City makes no representations or warranties to Dakota Golf regarding anticipated revenues and/or profits at Prairie View Golf Links and how such matters may affect the compensation incentive provisions of this agreement.

11. Jurisdiction

It is agreed by the parties that this Agreement was made and entered into in Worthington, Minnesota, under the laws of the State of Minnesota, and that Minnesota law shall govern the interpretation, construction, and enforcement of said Agreement.

12. Assignment

The rights of Dakota Golf under this agreement are personal to the City and may not be assigned or transferred to any other person, firm, or corporation, without the prior, express, and written consent of the City.

13. No Waiver

The failure of either party to this agreement to insist upon the performance of any of the terms or conditions of this agreement, or the waiver of any breach of any of the terms and conditions of this agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

In witness whereof, each party to this Agreement has caused it to be executed at Worthington, Minnesota, on the year and date specified below.

Dated: February _____, 2011

CITY OF WORTHINGTON

BY: _____

Alan Oberloh, ITS MAYOR

ATTEST: _____

Janice Oberloh, ITS CLERK

Dated: February _____, 2011

DAKOTA GOLF MANAGEMENT, INC.

BY: _____

Tom Jansa, Its President

Resolution No. _____

A Resolution Regarding Franchise Noncompliance

WHEREAS, Mediacom Minnesota, L.L.C, a Delaware limited liability company (“Mediacom”) owns, operates and maintains a cable television system in the City of Worthington, Minnesota (“City”) pursuant to a Cable Television Franchise dated June 23, 1997 (“Franchise”); and

WHEREAS, the Franchise requires that Mediacom comply with the terms of the Cable Television Regulatory Ordinance (“Ordinance”); and

WHEREAS, Mediacom pays franchise fees to the City pursuant to the Franchise and Ordinance; and

WHEREAS, the City retained Moss & Barnett, a Professional Association, (“Moss & Barnett”) to conduct a desk review of Mediacom’s financial records in order to determine the accuracy of the franchise fees incurred, collected, and remitted to the City for the years ended December 31, 2009 and 2010 (the “Desk Review Period”).

WHEREAS, based upon information available to the City, Mediacom has failed to provide the information requested by Moss & Barnett in violation of the Franchise and the Ordinance; and

WHEREAS, pursuant to Section 8 of the Franchise, if the City finds that Mediacom has violated one (1) or more terms of the Franchise it must provide Mediacom written notice of the violation; and

WHEREAS, pursuant to Section 8 of the Franchise, the City may draw from the security fund provided Mediacom remains in violation of one (1) or more terms, conditions or provisions of the Franchise.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

1. The Franchise is in full force and effect and Mediacom is the lawful holder of the Franchise.
2. City hereby finds Mediacom to be in violation of Section 7.2 of the Franchise and Sections 1.20 and 1.28 of the Ordinance for failure to provide the requested reports, books and records to verify Mediacom’s past franchise fee payments during the Desk Review Period.

BE IT FURTHER RESOLVED that City shall, pursuant to Section 8 of the City’s Franchise, provide Mediacom with a copy of this resolution which shall constitute written notice of the violation and commence a thirty (30) day period during which Mediacom may cure the violations.

This Resolution shall take effect and continue and remain in effect from and after the date of its passage, approval, and adoption.

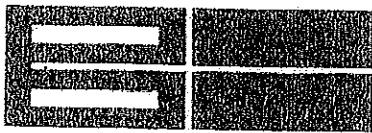
PASSED, ADOPTED AND APPROVED this ___ day of _____, 2011.

CITY OF WORTHINGTON, MINNESOTA

By: _____
Its: _____

ATTEST:

Clerk



BUETOW AND ASSOCIATES INC
 AN ARCHITECTURAL SERVICES COMPANY
 2345 Rice Street Suite 210
 St. Paul, Minnesota 55113

December 1, 2011

City of Worthington
 303 Ninth Street
 Worthington, MN 56187

Attention: Mr. Craig Clark
 City Administrator

Dear Mr. Clark:

We are sorry to report that after 90 years in business, Buetow and Associates, Inc., will no longer be able to provide services beyond December 15th when all employees will be laid off. We will be closing down the company as soon after December 15th as possible and we have sold, thrown away or donated all of our furnishings and equipment and filed all the forms necessary to the State of Minnesota and the IRS. As a result, we will no longer be able to fulfill our contract with the City through the Construction Administration Phase. The contracts with our consultants will have been paid in full and they have agreed to complete shop drawing reviews for their work and answer questions from the field. Any on site visits are on an hourly basis as site visits are not included in their base fees. Our Project Architect could contract, directly through his own company, with the City to assist the City's Project Representative during the Construction Administration phase or completion of the project. We anticipate one final invoice through December 15th and then the City could keep the remainder of our fee to help the City finish the project.

The Great Recession, lack of project financing and the State shutdown have had a devastating affect on the construction industry in general and the Architectural profession in particular. Our business has also been negatively affected by: projects under contract that have been delayed or stopped; potential projects that have been pushed from 2009 and 2010 to 2012 and beyond in the Capital Improvement Plans; fierce competition for small projects by large Minnesota and National architectural firms; very high marketing costs and very low, unprofitable fees. We have made every effort over the last two years to stay in business by: personally putting more money into the company; laying off two thirds of our staff; slashing overhead costs and salaries by more than half and eliminating most benefits except health insurance. But, we have run out of options and money.

We thank you for your business and wish you the best with your building project. And, again, we are sorry that we cannot continue and complete our work with the City.

Sincerely,

BUETOW & ASSOCIATES, INC.

Thomas W. Dunwell

Thomas W. Dunwell, AIA, CID
 President

Mod Feders

Modris M. Feders, AIA, CID
 Vice President

Randy L. Engel

Randy L. Engel, RA
 Vice President

City of Worthington 2012 Minnesota Legislative Priorities

MN West Center for Health, Wellness and Lifelong Learning

The City of Worthington supports Minnesota West's bonding proposal to upgrade their facilities to meet Title IX requirements and improve handicapped accessibility to a 43 year old facility. This \$4.6 million improvement has previously received \$450,000 for pre-design work in 2008 and would provide an important complement to the new adjacent YMCA and City Aquatic Center. Completing this facility would provide the final component of a cooperative effort and should serve as a model for other areas of the state. This project was considered in 2006 and represents a significant deferred maintenance obligation of over \$1.46 million. This project is currently in the capital budget request and is 4th out of 26 projects.

Public Safety ARMER

The City of Worthington in conjunction with Nobles County are in the process to migrate to the State's ARMER system to comply with the federally mandated 2013 deadline for VHF narrowbanding and to meet the State's push for radio system interoperability.

Build-outs of the ARMER system in other areas of the state the MN Legislature authorized sales tax abatement for purchases of equipment used on the ARMER system. The Legislature approved the sales tax abatement for the original build-out in the Metro area and the build-outs in Central MN (St. Cloud area) and Southeastern MN (Rochester area). We are seeking equitable treatment on this issue and would like to see a bill similar to H.F. 394 authored by Representative Howes in 2011, which would allow for retroactive sales tax abatement on such purchases made after June 30, 2010 for the continued build-out in the SW region.

Trail Development

The City is interested in increasing the recreational, transportation and quality of life opportunity to its residents. The City has identified the establishment of a trail network as an important priority for the City. The City is requesting state trail funding to help the city with this important attribute to our community and eventually network into a broader system as trail access grows across Minnesota.

This Old House

The State had promoted tempering what can be a disincentive to maintaining a City's housing stock by establishing a program referred to as "This Old House." The program allowed homeowners to differ the increase in valuation that was seen by making improvements in older homes. The tax incentive defers 100% of increased taxes for a ten years period and 20% for an additional five years. This

can provide an established community like Worthington a method where homeowners will not face a financial disincentive to update older homes. The City supports the restoration of this important program.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 111, SECTION 111.33 PERTAINING TO RESTRICTIONS UPON PERSONS UNDER THE AGE OF 21

The City Council of the City of Worthington Do Ordain:

Section I.

The Worthington City Code Section 111.33, Section (C) is hereby amended and shall read as follows:

111.33 GENERAL REGULATIONS APPLYING TO ALL LIQUOR SALES

(C) Restriction. The following restrictions shall also apply.

(1) No person under the age of 21 years may enter an establishment licensed for the sale of alcoholic beverages or the municipal liquor store for the purpose of purchasing, or having served or delivered to him or her, any alcoholic beverage. Persons 18, 19 and 20 years old may enter a licensed establishment or the municipal liquor store as authorized by state law to perform work for the establishment, to consume meals and attend social functions that are held in a portion of the establishment where liquor is not sold. No child under the age of 18 years may enter any establishment licensed for the sale of alcoholic beverages or the municipal liquor store unless such child is:

(a) Under the direct supervision of the child's parent, grandparent, or legal guardian who is present with and accompanying the child; or

(b) Under the direct supervision of another responsible adult who has written permission from the child's parent, grandparent, or legal guardian which written permission is in the possession of such responsible adult; or

(c) Under the direct supervision of a responsible adult while attending a social function that is held in a portion of the establishment where liquor is not, at the time of the function, being sold.

Section II.

This ordinance shall be in full force and effect after its passage and publication.

Passed by the City Council of the City of Worthington, Nobles County, Minnesota, this _____ day of _____, 2011.

(SEAL)

Mayor

Attest:

City Clerk

PUBLIC WORKS MEMO

DATE: DECEMBER 12, 2011
TO: HONORABLE MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION AND REVIEW

CONSENT AGENDA CASE ITEMS

1. Establish Olson Campground 2012 Rate

The campground had an average year considering the cool wet spring and early summer. The concern of extended stays taking away from the family camping atmosphere at the campground has not occurred. The most extended stay at any given time was six. The three major holidays saw the campground at 100% capacity. Again the campground reservation/attendant system worked well and will continue in 2012.

Revenues for the past several years, including firewood/ice sales of approximately \$ 1,500 annually was: (2008-\$ 56,196), (2009-\$ 52,850), (2010-\$ 61,321) with projected 2011 of \$ 57,650. Two thousand ten was slightly higher due to the weekly/extended stays due to the wind tower and Worthington Middle School construction projects.

Again, as in the past, requests for water at the sites continue to be the main concern of users of the campground. This past fall, upgrades to the electrical system, decreasing the number of sites on a single breaker, was accomplished. This should reduce the problem of breakers tripping due to overloads. Due to budget, it was not possible to complete the entire campground. Staff will evaluate the remaining sites to identify any problems.

The Park and Recreation Advisory Board, upon discussions at their December 6 meeting, determined a slight increase would be appropriate for 2012.

Location	2011 Fee	Increase	2012 Fee
Sites 1-12 (Bay electric sites)	\$ 26.50	\$.50	\$ 27.00
Sites 13-63(Electric sites)	\$ 22.00	\$ 1.00	\$ 23.00
Sites 64-68 (Tent sites)	\$ 17.00	\$.50	\$ 17.50
Weekly rate	\$ 155.00	\$ 5.00	\$ 160.00
Monthly rate	\$ 390.00	\$ 10.00	\$ 400.00

The Board determined to **no changes** to the campground polices of permitting extended stays during the entire campong season at the discretion of the Attendant and Superintendent of Public Works, or in his absence, the Park Supervisor, as there were no problems experienced this past season. A group of 10 or more campers will continue to receive a 10% discount. Extended stays are not permitted in the bay sites, are required to pay the weekly/monthly fee in advance and agree to move out of the site if the campground is full due to advance reservations prior to their securing a site. As in the past, all reservations are required to be paid in advance and are non refundable unless approved by the Superintendent of Public Works. An exception would be due to a death in the family, a medical emergency etc. This rarely occurs.

Council is requested to concur with the Park Board recommendations for Olson Campground.

2. **Establish 2012 Enclosed/Open Shelter House Fees**

The current fee to reserve the two enclosed shelter areas located within the Chautauqua and Centennial park shelters' is \$ 40 with an additional \$ 40 key/clean up deposit which is refunded provided the shelter is cleaned and the key is returned. Beginning this past summer, the reserving of the open shelters within the smaller parks surrounding Lake Okabena was permitted for a \$ 25 fee. The shelters were still available on a "first come first serve" basis if they were not reserved. Reservation times were posted at the shelter and no problems were experienced.

The Board agreed to no changes for 2012.

The Park and Recreation Board requests Council concurrence to approve the 2012 rate schedule for the enclosed/open shelters as presented.

3. **Establish 2012 User Fee for Chautauqua Band Shell Usage**

This past season was the second year a user fee of \$ 40 was required to use the band shell. Users were also required to file an application explaining the type of usage/event. The filing of an application provided an opportunity for staff to insure the users are aware of prohibitions associated with the use of the band shell, such as the use of disturbing sound amplification, understanding the user cannot close the park to the general public, insurance requirement etc. Again, the concern users would not be able to obtain the required insurance did not materialize. There were five events for 2011, one wedding and four church services.

The Park and Recreation Board requests Council concurrence the \$ 40 user fee **remain the same as 2012** for the Chautauqua Park band shell.

4. **Establish 2012 Special Event User Fee for Open Green Spaces within the City's Parks**

This past season was the second year a user fee of \$ 40 was required for the use of open green spaces for special community events or for private or business events which will significantly impact the open green spaces within a City park. Family reunions, smaller birthday parties etc. are not required to make application unless children's inflatable's will be used. Users were also required to file an application explaining the type of usage/event. The filing of an application provided an opportunity for staff to insure the users are aware of prohibitions associated with the use of the green space, such as the use of disturbing sound amplification, understanding the user cannot close the park to the general public, insurance requirement etc. Again, the concern users would not be able to obtain the required insurance did not materialize.

The annual fire department fund raiser, is a community event which is open to the public and does not hinder the use of the park, however, another event this year, the Local Union 1161 member's celebration had an attendance of approximately 900 people. The Union event had children inflatable's and basically overtook Centennial Park. Prior to the event, the Park Board met with a representative of the local union. It was agreed to permit the event the local union would be required to:

- pay a \$ 100 user fee and \$ 40 for the enclosed shelter
- contract with Schaap Sanitation for garbage containers and be responsible for all costs

- clean the restrooms at the end of the event
- clean the park grounds at the end of the event
- provide supplemental electrical power if required
- ensure parking was within designated areas
- not restrict the usage of the park to the general public

The local union agreed and the event posed not problems.

The Park Board determined to maintain the \$ 40 user fee for an event of 50 people or less and to evaluate each request of 50 people or more on a case by case basis. This will permit the Board to evaluate each event to determine the impact an event may have upon the park usage and any special requirements which may be required to permit a request. For example, mini biffs should have been required for the local union event.

Council is requested to concur with the Park Board recommendation.

WORTHINGTON PUBLIC UTILITIES
WATER AND LIGHT COMMISSION MEMO

DATE: DECEMBER 9, 2011
TO: HONORABLE MAYOR AND CITY COUNCIL
SUBJECT: ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEM

1. 2012 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 2012 Water Department Strategic Financial Plan at their regular meeting held on November 7, 2011. At their regular meeting held on November 21, 2011, the Commission reviewed and approved the 2012 Wastewater Department Strategic Financial Plan, including the 2012 sewer rates as established by the Sewer Service Charge System. The City Council approved the 2012 Sewer Service Charge System at their regular meeting held on November 28, 2011. The 2012 Electric Department Strategic Financial Plan was considered and approved by the Water and Light Commission at their meeting held on December 5, 2011. Executive Summaries of the 2012 Worthington Public Utilities Strategic Financial Plans were mailed to the Mayor and City Council members on December 6, 2011, for advance review.

Scott Hain, General Manager, will be in attendance to discuss the contents of the 2012 Utility Department Strategic Financial Plans at the December 12, 2011, 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.

COMMUNITY/ECONOMIC DEVELOPMENT MEMO

DATE: DECEMBER 9, 2011
TO: HONORABLE MAYOR AND COUNCIL
SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

1. DECERTIFICATION OF TAX INCREMENT DISTRICT #7

In 1983, Worthington's Economic Development Authority and City Council adopted a Redevelopment Plan and created a Tax Increment Financing (TIF) District to properly address infrastructure needs/deficiencies as well as encourage commercial/industrial redevelopment within the TIF District boundaries, which is shown in Exhibit 1. Per State Statute, redevelopment TIF districts are required to decertify 25 years from the date of the first increment collected, which in this case was 1986.

A decertification resolution has been prepared for consideration. A similar resolution will be considered by the Worthington Economic Development Authority prior to the Council meeting. Staff would recommend that the City Council decertify TIF District #7 through the adoption of the resolution attached as Exhibit 1.

2. CHANGE ORDER # 1 - HAZARDOUS MATERIALS REMOVAL CONTRACT

The contract for the hazardous materials removal related to the former YMCA calls for Twell Environmental to properly dispose of all hazardous materials, including asbestos, located and cataloged within the portions of the building(s) scheduled for demolition. The contract also calls for Twell to dispose of the scattered junk that remained throughout the entire structure. During the removal of the scattered junk, Twell and the City's project team discovered approximately 300 sq.ft. of the 1100 sq.ft. area containing floor tiles in the gymnasium addition were either broken or frayed. The floor tiles, which were cataloged by Peer Engineering as containing asbestos, were originally scheduled to remain in place but due their condition required disposal.

After reviewing the situation and exploring alternatives methods to address the matter, the Project team concluded that removal of all the tiles was the best long term solution and sought a quote from Twell. Scheduled to complete its scope of work prior to the Council meeting, Twell provided two quotes (\$4,000 vs. \$2,000). The difference between the two quotes were the additional costs the company would incur if it had to return to the site and re-mobilize its operations. After conferring with the City Administrator, the project team authorized Twell to proceed immediately to assure the cost savings.

Though the work is complete, execution of the change order is still necessary. A copy of the change order is provided in Exhibit 2. The net change in cost of the change order is an additional \$2,000. The total contract value would be \$89,898, which is \$102 below estimate. There will be no additional change orders to this contract as the work has been completed.

Staff recommends that Council authorize the Mayor to execute change order #1 shown in Exhibit 2.

CASE ITEMS

3. ARCHITECTURAL CONTRACT AMENDMENT - FORMER YMCA PROJECT

Exhibit 3 is an architectural contract amendment submitted by I & S Group for Council's consideration. The amendment is a result of the changes made to the project after the initial bids were rejected. The changes included breaking the project down into three separate contracts: hazardous material removal, demolition, and construction. This change required I & S to incur additional hours and costs to prepare and advertise the newly broken down project. They are seeking compensation for these additional services that were not included in the original contract. The additional cost is \$9,200.

The amendment also includes a change in the cost for construction administration. The change reflects the lost opportunity for cost savings due to the completion of I & S Group's other local project (New Castle Townhomes). While the cost will be billed on a per hour plus expense basis, it is estimated to cost an additional \$5,632.

The original contract value is \$26,500. If approved, the amended contract value will be \$41,332. The new total contract value will make up 4.1% of the total project cost. The percentage falls within the industry average of 3.5 to 6% of the total project costs. A copy of the proposed amendment is provided as Exhibit 3.

Council action is requested.

4. TAX ABATEMENT PROPOSAL REVISION

In July 2011, the City Council adopted an Economic Development Strategic Plan that was prepared by the ED AD HOC Committee on the City's behalf. The plan establishes an economic vision for the Worthington community and outlines four broad challenges (job creation, housing, community image, and community amenities) to overcome over the next several years. These challenges are broken down to goals and objectives the Committee believes are necessary to achieve the identified challenges. One particular goal/objective in the Plan was to encourage new single family construction. The Plan recommends the adoption of a 5 year 100% tax abatement from the City, County, School District for a period of 5 years for each single family home constructed with an assessed market value for tax purposes of \$200,000, excluding lot value (Abatement may not be used in conjunction with any other program offered by the responsible parties). After several meetings with the County and School District representatives, including one on November 28th, the following revision is proposed:

A 3 year 100% tax abatement from the City, County, and School District for 3 year

period for each single family home constructed with an assessed market value for tax purposes of \$200,000, excluding lot value. Abatement may not be used in conjunction with any other program offered by the responsible parties.

Exhibit 4 contains a summary of the tax abatement proposal and the related data that have been shared over the past few months for Council's use and reference. The County met on December 8th and rejected the proposal. The School Board is scheduled to consider the revised proposal at its next regularly scheduled meeting.

Staff recommends Council discuss the proposed revision and determine if it supports the revision and/or establish parameters under which it will support for the tax abatement proposal. Council must also determine if it would proceed with a proposal only with the participation of the three entities, in partnership with one of the other entities, or independently.

RESOLUTION NO. _____

**APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING
DISTRICT NO. 7 (DARLINGS THIRD ADDITION) IN THE CITY OF
WORTHINGTON, MINNESOTA**

Whereas, the Economic Development Authority in and for the City of Worthington (the Authority”) and the City of Worthington (the “City”) have the legal authority to create Development Projects and to create Tax Increment Financing Districts within such projects; and

Whereas, pursuant to a Development Plan adopted on May 13, 1985, the Authority and the City created Tax Increment District 7 (the “District”); and

Whereas, all public development costs contemplated to be paid using tax increment generated from the District have either been paid or the City has sufficient funds on hand, including tax increment generated from the District, to pay the remaining public development costs contemplated by the Development Plan and the Tax Increment Financing District at this time.

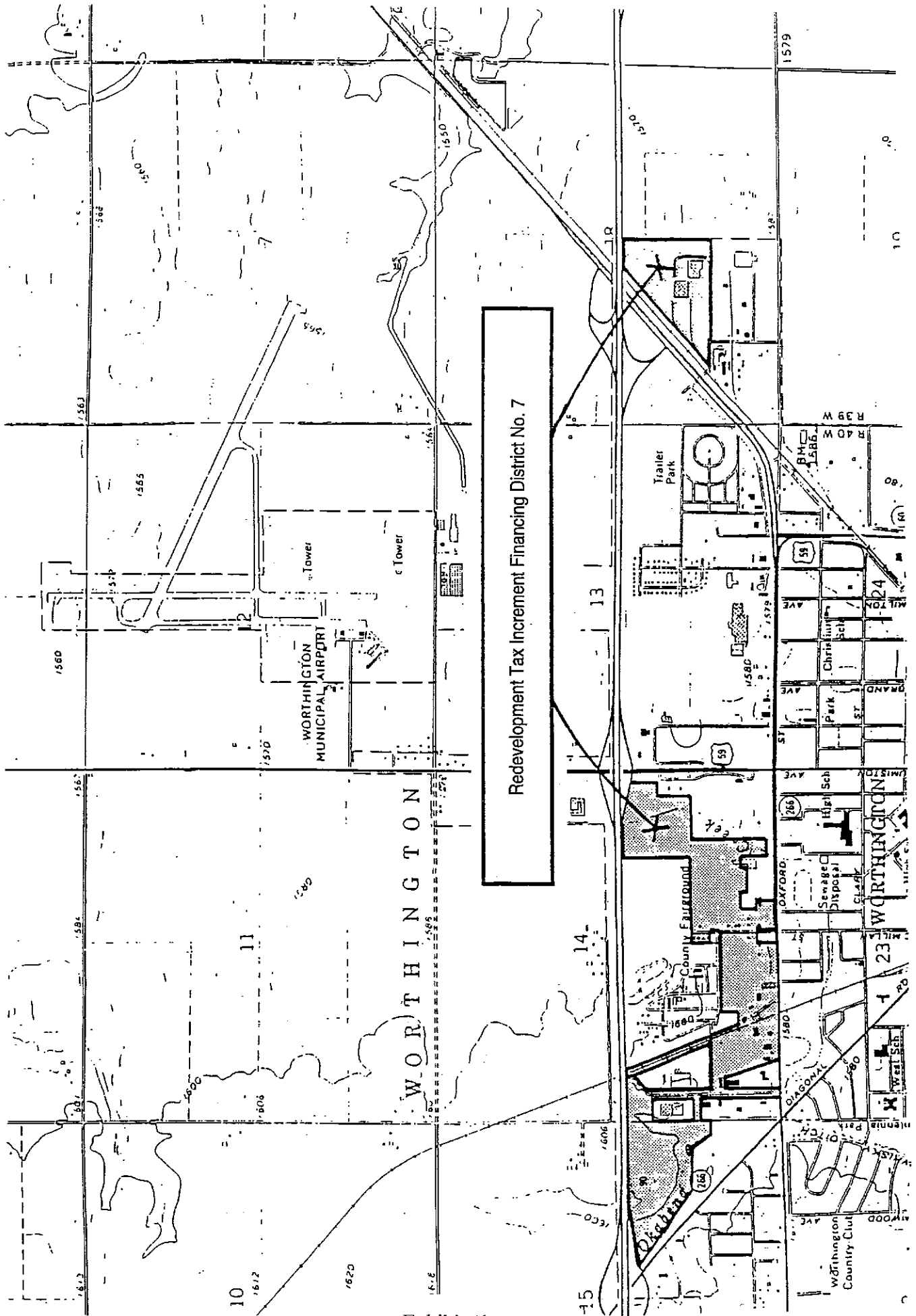
Therefore, be it resolved by the City Council of the City of Worthington that the District is hereby terminated and the City Clerk is hereby directed to take all other actions necessary to decertify the District, including notifying the Minnesota Department of Revenue, Minnesota State Auditor and Nobles County Auditor.

Passed and adopted by the City Council of the City of Worthington, Minnesota, this 12th day of December, 2011.

(Seal)

Alan Oberloh, Mayor

Attest: _____
Janice Oberloh, City Clerk



Redevelopment Tax Increment Financing District No. 7

Exhibit 1b

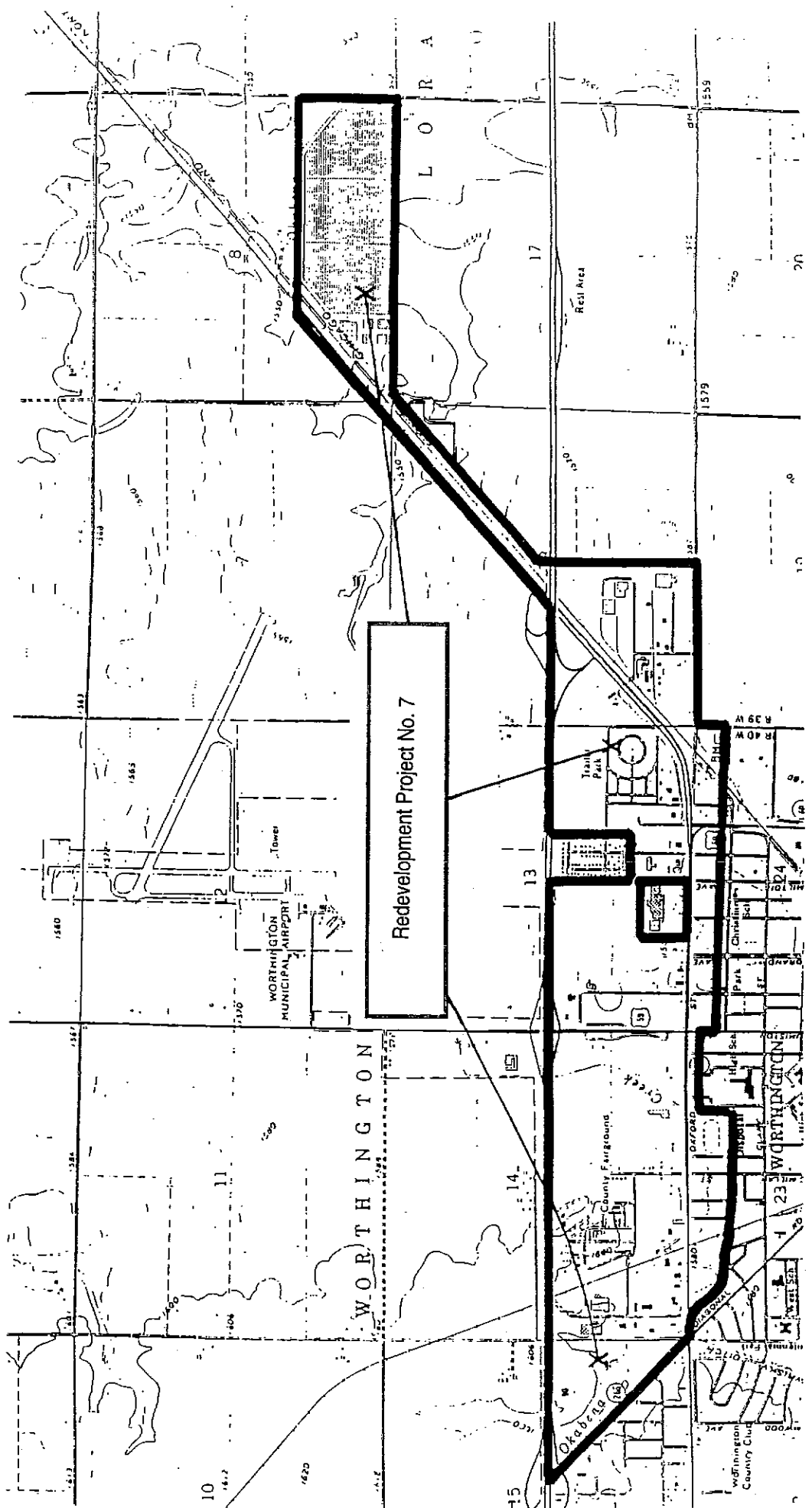


Exhibit 1c

AIA[®] Document G701[™] – 2001

Change Order

PROJECT (Name and address): City of Worthington Former YMCA Demolition 211 11 th Street Worthington, MN 56187	CHANGE ORDER NUMBER: 001 DATE: December 6, 2011	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> Owner's Representative: <input checked="" type="checkbox"/>
TO CONTRACTOR (Name and address): Twell Environmental, Inc. 9557 James Avenue North Brooklyn Park, MN 55444	ARCHITECT'S PROJECT NUMBER: 10-12824 CONTRACT DATE: November 15, 2011 CONTRACT FOR: Hazardous Materials Removals and Asbestos Abatement	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. The removal of floor tile and mastic from the upper hall racquet ball viewing area, lower gym hall, and entry of the gymnasium addition. See attached letter from Twell Environmental dated December 5, 2011. Add: \$2,000.00

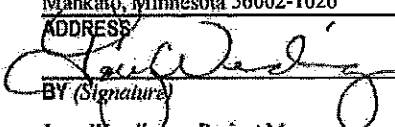
The original Contract Sum was	\$	87,898.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	87,898.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,000.00
The new Contract Sum including this Change Order will be	\$	89,898.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is December 31, 2011

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>I&S Group, Incorporated</u> ARCHITECT (Firm name) 115 East Hickory Street, Suite 300 PO Box 1026 Mankato, Minnesota 56002-1026 <u>ADDRESS</u>  <u>BY (Signature)</u> Joey Wendinger, Project Manager (Typed name) December 6, 2011 <u>DATE</u>	<u>Twell Environmental, Incorporated</u> CONTRACTOR (Firm name) 6009 78 th Avenue North Brooklyn Park, Minnesota 55443 <u>ADDRESS</u> <u>BY (Signature)</u> Lee Tufvander, President (Typed name) <u>DATE</u>	<u>City of Worthington</u> OWNER (Firm name) 303 9 th Street Worthington, Minnesota 56187 <u>ADDRESS</u> <u>BY (Signature)</u> Alan E. Oberloh, Mayor (Typed name) <u>DATE</u>
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TWELL Environmental, Inc.

ENVIRONMENTAL & CONSTRUCTION SERVICES

Asbestos
Abatement

December 5, 2011

Joey Wendinger
I&S Group, Inc.
115 East Hickory Street, Suite 300
P.O. Box 1026
Mankato, MN 56002-1026

Re: Asbestos Abatement – Worthington YMCA

Dear Mr. Wendinger:

Twell Environmental is requesting a change order to our contract for the former Worthington YMCA for additional work as described below:

Removal of floor tile and mastic from the upper hall racquet ball viewing area, lower gym hall, and entry of the gymnasium addition - \$2,000.00.

This and all other work has been completed according to all rules and regulations in effect on this date. Please execute a change order for this work at your earliest convenience.

If you have any questions or need further assistance, please give me a call.

Sincerely,


Lee Tufvander

Asbestos
Consulting

Mold
Remediation

Construction
Services

AIA[®] Document G802[™] – 2007

Amendment to the Professional Services Agreement

Amendment Number: 001

TO: City of Worthington
(Owner or Owner's Representative)

In accordance with the Agreement dated: May 12, 2010

BETWEEN the Owner:
(Name and address)
City of Worthington
303 Ninth Street
Worthington, Minnesota 56187

and the Architect:
(Name and address)
I&S Group, Incorporated
115 East Hickory Street, Suite 300
PO Box 1026
Mankato, Minnesota 56002-1026

for the Project:
(Name and address)
City of Worthington - YMCA
303 Ninth Street
Worthington, Minnesota 56187

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:

1. Construction documents and bidding assistance for the Hazardous Materials and Asbestos Removals and Building Demolition and Sitework.
2. Construction documents and bidding assistance to revise the construction documents for a rebid of the 1980 gymnasium addition renovation and community center addition.
3. Travel Time and Mileage for Construction Administration for the Hazardous Materials and Asbestos Removals, Demolition, and Reconstruction.

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:

1. Hazardous Materials and Asbestos Removals and Building Demolition and Sitework: \$4,125.00
2. 1980 Gymnasium Addition Renovation and Community Center Addition: \$5,075.00
3. Construction Administration Travel Time & Mileage:
 - Three (3) hours of travel time per site meeting @ \$82.00 per hour = \$246.00
 - Two (2) site meetings per month (estimated) = \$492.00
 - 192 miles per site meeting @ \$.55 per mile - \$106.00
 - Mileage for two (2) site meetings per month (estimated) = \$212.00

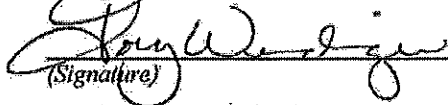
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User Notes: (B60373819)

- Total travel time and mileage for eight (8) months of construction (estimated) = \$5,632.00

Time:

Construction documents and bidding will be completed to allow for a April 15, 2012 construction start.

SUBMITTED BY:



(Signature)

Joey Wendinger, Project Manager

(Printed name and title)

November 30, 2011

(Date)

AGREED TO:

(Signature)

Alan E. Oberloh, Mayor

(Printed name and title)

(Date)



CITY OF WORTHINGTON

**Worthington ED AD HOC Committee
Tax Abatement Proposal**

While drafting the City’s Economic Development Strategic Plan, the ED AD HOC Committee recognized a housing problem on many levels and that such problems have a direct impact on the economic growth of our community. After several meetings reviewing local/state/federal programs and meeting with local area contractors, the Committee included housing as one of its pillars of the Plan and established goals for student housing, multi-family housing, and new single family construction. Recognizing the difficulty of obtaining up-front monies from the local taxing entities, the Committee encouraged use of existing financial tools to accomplish the identified housing goals/objectives. The Committee believes that providing assistance will create additional housing opportunities (new and existing), support economic growth, and, if successful, will add tax value to the three taxing entities.

One particular goal/objective in the Plan was to encourage new single family construction. The Plan recommends the adoption of a 5 year 100% tax abatement from the City, County, School District for a period of 5 years for each single family home constructed with an assessed market value for tax purposes of \$200,000, excluding lot value (Abatement may not be used in conjunction with any other program offered by the responsible parties). After several meetings with the County and School District representatives, including one on November 28th, the following revision is proposed:

A 3 year 100% tax abatement from the City, County, and School District for 3 year period for each single family home constructed with an assessed market value for tax purposes of \$200,000, excluding lot value. Abatement may not be used in conjunction with any other program offered by the responsible parties.

Below are data, figures and comparisons related to the proposed tax abatement proposal:

Average New Home Construction - Worthington - 3.6 homes annually (2006-2010)
Rural Nobles County - 10.35 homes annually (2007-10)

Average Value of New Home Constructed in Worthington during described period - \$266,175

Breakdown of Proposed Abatement (using 2010 tax rate)

IN THE CITY OF WORTHINGTON

\$3,687.70 annually or \$11,063.10 over the 3 year period

\$1,356.19 - City

\$1,228.03 - School District

\$1,103.48 - County

\$.289 per person or \$.827 per household annually for each home awarded abatement

UNINCORPORATED NOBLES COUNTY*

\$2,331.51 annually or \$6,994.53 over the 3 year period

\$.109 per person or \$.293 per household annually for each home awarded abatement

* Breakdown does not break down other school districts nor includes other municipalities

Community Comparisons

6 MN communities within 70 miles of Worthington provide financial incentives to encourage single family construction. Each of these communities used tax increment financing (TIF) to finance the infrastructure for the creation of subdivisions. In all cases, the communities were the developer of the subdivision.

The City of Spencer, Ia, its public utility, Clay County, and the community’s banking institutions have pledged up to \$17,500 for the next 40 single family homes built within the City of Spencer that meet their eligibility criteria. This is a \$700,000 commitment to encourage single family construction.

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMERICAN WATER ENTERPRISES ENVMENTAL M	12/09/11	CONTRACT OPERATIONS WWTF N	INDUSTRIAL WASTEWA	O-PURIFY MISC	68,419.67
				TOTAL:	68,419.67
ARCTIC ICE INC	12/09/11	ICE	LIQUOR	NON-DEPARTMENTAL	119.25
				TOTAL:	119.25
ARNOLD MOTOR SUPPLY	12/09/11	BATTERY	GENERAL FUND	PAVED STREETS	117.56
	12/09/11	AUTO V-BELT	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	14.63
	12/09/11	BEARING	ELECTRIC	O-DISTR UNDERGRND LINE	60.89
	12/09/11	OIL FILTER	ELECTRIC	O-DISTR UNDERGRND LINE	32.02
	12/09/11	BATTERY TRENCHER	ELECTRIC	O-DISTR UNDERGRND LINE	24.95
				TOTAL:	250.05
AVERA MEDICAL GROUP WORTHINGTON	12/09/11	PRE-EMPLOYMENT TESTING	GENERAL FUND	POLICE ADMINISTRATION	390.00
	12/09/11	LAB TESTING	GENERAL FUND	PAVED STREETS	25.00
	12/09/11	LAB TESTING	GENERAL FUND	PAVED STREETS	25.00
	12/09/11	LAB TESTING	RECREATION	PARK AREAS	25.00
	12/09/11	LAB TESTING	WATER	O-DISTR MISC	55.00
	12/09/11	LAB TESTING	ELECTRIC	O-DISTR MISC	25.00
	12/09/11	LAB TESTING	ELECTRIC	O-DISTR MISC	25.00
	12/09/11	LAB TESTING	ELECTRIC	O-DISTR MISC	55.00
	12/09/11	LAB TESTING	ELECTRIC	O-DISTR MISC	55.00
				TOTAL:	680.00
BAHRS SMALL ENGINE	12/09/11	REPAIR & SHARPEN 12 CHAINS	RECREATION	TREE REMOVAL	18.12
	12/09/11	REPAIR & SHARPEN 12 CHAINS	RECREATION	TREE REMOVAL	60.00
	12/09/11	REPAIR & SHARPEN 12 CHAINS	RECREATION	TREE REMOVAL	194.97
				TOTAL:	273.09
BELLBOY CORP	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	84.00
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	480.00
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	345.00
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	479.59
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	47.41
				TOTAL:	1,436.00
BEVERAGE WHOLESALERS INC	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	2,723.46
	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	6,453.40
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	31.00
	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	3,393.00
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	128.00
				TOTAL:	12,728.86
BORDER STATES ELECTRIC SUPPLY	12/09/11	STREET LIGHT WIRE	ELECTRIC	FA DISTR ST LITE & SIG	833.63
				TOTAL:	833.63
BTU INC	12/09/11	HEATER MAINTENANCE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	160.15
				TOTAL:	160.15
CALDWELL ASPHALT CO INC	12/09/11	FINAL 2011 SEAL COAT PROJE	IMPROVEMENT CONST	NON-DEPARTMENTAL	2,786.61
				TOTAL:	2,786.61
CITY OF MARSHALL	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	696.85
				TOTAL:	696.85
CONCRETE MATERIALS	12/09/11	COLD MIX	GENERAL FUND	PAVED STREETS	713.45

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	713.45
COTTONWOOD COUNTY SHERIFF OFFICE	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	628.22
				TOTAL:	628.22
CULLIGAN WATER COND CO	12/09/11	MONTHLY SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	36.00
	12/09/11	SALT	LIQUOR	O-GEN MISC	15.75
				TOTAL:	51.75
DACOTAH PAPER CO	12/09/11	RETURNED BAGS	LIQUOR	O-GEN MISC	17.83
	12/09/11	BAGS	LIQUOR	O-GEN MISC	264.86
				TOTAL:	247.03
DAILY GLOBE	12/09/11	ADS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	90.00
				TOTAL:	90.00
DAKOTA SUPPLY GROUP INC	12/09/11	45 BADGER METERS W/ORION M WATER		FA DISTR METERS	8,897.82
				TOTAL:	8,897.82
DAVIS TYPEWRITER CO INC	12/09/11	COLORED PAPER	GENERAL FUND	MAYOR AND COUNCIL	5.41
	12/09/11	COLORED PAPER	GENERAL FUND	MAYOR AND COUNCIL	67.80
	12/09/11	CALENDARS	GENERAL FUND	CLERK'S OFFICE	32.34
	12/09/11	11 X 17 COPY PAPER	GENERAL FUND	CLERK'S OFFICE	9.98
	12/09/11	CALENDARS	GENERAL FUND	ACCOUNTING	22.80
	12/09/11	ICE MELT	GENERAL FUND	GENERAL GOVT BUILDINGS	71.61
	12/09/11	PAPER	GENERAL FUND	POLICE ADMINISTRATION	166.00
	12/09/11	PENS	GENERAL FUND	POLICE ADMINISTRATION	8.23
	12/09/11	SHREDDER BAGS, TAPE	GENERAL FUND	POLICE ADMINISTRATION	44.23
	12/09/11	PRINTER RIBBONS	GENERAL FUND	POLICE ADMINISTRATION	9.54
	12/09/11	TAPE CORRECTION, POST-IT N	GENERAL FUND	POLICE ADMINISTRATION	9.74
	12/09/11	BINDER	GENERAL FUND	POLICE ADMINISTRATION	7.63
	12/09/11	CD'S	GENERAL FUND	POLICE ADMINISTRATION	30.99
	12/09/11	PAPER	GENERAL FUND	SECURITY CENTER	165.99
	12/09/11	PENS	GENERAL FUND	SECURITY CENTER	8.23
	12/09/11	SHREDDER BAGS, TAPE	GENERAL FUND	SECURITY CENTER	44.24
	12/09/11	PRINTER RIBBONS	GENERAL FUND	SECURITY CENTER	9.53
	12/09/11	TAPE CORRECTION, POST-IT N	GENERAL FUND	SECURITY CENTER	9.74
	12/09/11	MARKERS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	18.69
	12/09/11	BAC FURNITURE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	47,138.29
	12/09/11	BLACK IMAGE THERMA	LIQUOR	O-GEN MISC	86.78
	12/09/11	CALENDARS	DATA PROCESSING	DATA PROCESSING	13.24
	12/09/11	CORRECTION TAPE, BINDING C	DATA PROCESSING	DATA PROCESSING	19.31
				TOTAL:	48,000.34
DEPARTMENT OF FINANCE	12/09/11	ADMIN FORFEITURE-MAYEFSKE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	1,183.00
				TOTAL:	1,183.00
DIAMOND VOGEL PAINT	12/09/11	TRAY LINER, COVER	GENERAL FUND	SIGNS AND SIGNALS	8.86
				TOTAL:	8.86
DITCH WITCH OF SD INC	12/09/11	REPAIR LOCATOR	ELECTRIC	O-DISTR MISC	574.73
				TOTAL:	574.73
DR PEPPER SNAPPLE GROUP	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	76.25
				TOTAL:	76.25

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EARTH AND TURF	12/09/11	25 LBS GRASS SEED	GENERAL FUND	PAVED STREETS	50.00
	12/09/11	25 LBS GRASS SEED	RECREATION	PARK AREAS	50.00
				TOTAL:	100.00
ECHO GROUP INC	12/09/11	SLOW BLOW CERAMIC FUSE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	14.80
				TOTAL:	14.80
ENVIRONMENTAL EQUIPMENT & SERVICE INC	12/09/11	STEEL GUTTER BROOMS	STORM WATER MANAGE	STREET CLEANING	2,137.50
				TOTAL:	2,137.50
EVERGREEN LAND SERVICES	12/09/11	APPRAISAL SERVICES	IMPROVEMENT CONST	TH 59 N & BIO DR DESIG	762.50
	12/09/11	ACQUISITION AGENT	IMPROVEMENT CONST	TH 59 N & BIO DR DESIG	450.00
				TOTAL:	1,212.50
FERGUSON WATERWORKS INC	12/09/11	REPAIR CLAMPS	WATER	M-TRANS MAINS	682.13
	12/09/11	METER SETTERS	WATER	M-DISTR METERS	108.37
				TOTAL:	790.50
GEOTEK INC	12/09/11	CONCRETE TEST/INSPECTION	GENERAL FUND	FIRE ADMINISTRATION	2,104.00
				TOTAL:	2,104.00
GOPHER STATE ONE CALL INC	12/09/11	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	29.78
	12/09/11	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	29.77
	12/09/11	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	59.55
				TOTAL:	119.10
DUANE C GRACE	12/09/11	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	1,567.75
				TOTAL:	1,567.75
GRAINGER INC	12/09/11	HOSE NOZZLE, HOSE BARB	RECREATION	GOLF COURSE-GREEN	58.15
				TOTAL:	58.15
GRIMMIUS NATHAN	12/09/11	REIMBURSE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	94.81
				TOTAL:	94.81
H & H AUTO & REPAIR	12/09/11	OIL CHANGE	GENERAL FUND	ECONOMIC DEVELOPMENT	38.53
				TOTAL:	38.53
HAGEN BEVERAGE DISTRIBUTING INC	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	3,093.20
	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	1,213.90
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	63.00
	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	7,126.30
	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	1,778.25
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	59.00
				TOTAL:	13,333.65
HALI-BRITE INC	12/09/11	30 W QUARTZ LAMPS	AIRPORT	O-GEN MISC	123.18
				TOTAL:	123.18
HARP ERIC	12/09/11	APPRENTICESHIP 11/21-12/3/	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	200.00
				TOTAL:	200.00
HAWKINS INC	12/09/11	2 TONS CHLORINE	WATER	O-PURIFY	1,355.00
				TOTAL:	1,355.00
HENKELS KELLY	12/09/11	JEWELRY CLASS	COMMUNITY CTR/GRAN	COMMUNITY CENTER	15.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/11	JEWELRY CLASS	COMMUNITY CTR/GRAN	COMMUNITY CENTER	48.00
	12/09/11	JEWELRY CLASS	COMMUNITY CTR/GRAN	COMMUNITY CENTER	96.00
				TOTAL:	159.24
IDE@S	12/09/11	REPAIR WIRELESS INTERNET	RECREATION	GOLF COURSE-GREEN	135.00
				TOTAL:	135.00
J & K WINDOWS	12/09/11	WINDOW CLEANING	LIQUOR	O-GEN MISC	30.00
				TOTAL:	30.00
JACKS UNIFORMS & EQUIPMENT	12/09/11	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	427.59
				TOTAL:	427.59
JACKSON COUNTY SHERIFFS OFFICE	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	634.64
				TOTAL:	634.64
JACKSON POLICE DEPARTMENT	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	530.52
				TOTAL:	530.52
JERRY'S AUTO SUPPLY	12/09/11	LAMP	GENERAL FUND	PAVED STREETS	9.43
	12/09/11	HALOGEN BULB	GENERAL FUND	PAVED STREETS	42.73
	12/09/11	PAINT	GENERAL FUND	PAVED STREETS	5.87
	12/09/11	WELD SUPPLIES	GENERAL FUND	PAVED STREETS	9.06
	12/09/11	FITTINGS, HOSE, HOSE END	GENERAL FUND	ICE AND SNOW REMOVAL	49.71
	12/09/11	SWITCH	STORM WATER MANAGE	STORM DRAINAGE	8.00
	12/09/11	SOLENOID	STORM WATER MANAGE	STREET CLEANING	24.04
	12/09/11	BATTERY	LIQUOR	O-GEN MISC	99.38
				TOTAL:	248.22
JOHNSON BROTHERS LIQUOR CO	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	32.00
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,766.75
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	1,466.25
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	413.68
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	2,725.21
				TOTAL:	6,403.89
KANENGIETER CONSTRUCTION	12/09/11	TREE, STUMP REMOVAL	RECREATION	TREE REMOVAL	758.82
	12/09/11	TREE, STUMP REMOVAL	RECREATION	TREE REMOVAL	758.81
				TOTAL:	1,517.63
KARLS CARQUEST AUTO PARTS INC	12/09/11	BRAKE, PADS	GENERAL FUND	POLICE ADMINISTRATION	289.28
	12/09/11	BATTERY	GENERAL FUND	POLICE ADMINISTRATION	102.54
	12/09/11	TIE-ROD	GENERAL FUND	POLICE ADMINISTRATION	108.88
	12/09/11	OIL & FILTERS	GENERAL FUND	POLICE ADMINISTRATION	281.38
				TOTAL:	782.08
KRUSE MOTORS OF WORTHINGTON INC	12/09/11	TOW	GENERAL FUND	CODE ENFORCEMENT	64.13
				TOTAL:	64.13
KUSQ RADIO	12/09/11	LIQUOR STORE ADS	LIQUOR	O-GEN MISC	156.25
				TOTAL:	156.25
KWOA FM	12/09/11	THANKSGIVING/HOLIDAY OPEN	LIQUOR	O-GEN MISC	300.00
				TOTAL:	300.00
LABOR AND INDUSTRY	12/09/11	BOILER LICENSE	GENERAL FUND	GENERAL GOVT BUILDINGS	10.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/09/11	AIR TANK INSPECTION	RECREATION	GOLF COURSE-GREEN	10.00
				TOTAL:	20.00
LAMPERTS YARDS INC-2600013	12/09/11	HANGER STRAP	WATER	M-DISTR METERS	2.45
	12/09/11	CONCRETE MIX	ELECTRIC	M-DISTR UNDERGRND LINE	13.43
				TOTAL:	15.88
LAMPERTS YARDS INC-2602004	12/09/11	BOLTS, WASHERS, SCREWS	GENERAL FUND	PAVED STREETS	7.98
				TOTAL:	7.98
LAW ENFORCEMENT LABOR SERVICES INC #27	12/09/11	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	168.00
				TOTAL:	168.00
LEAGUE OF MN CITIES INSURANCE TRUST	12/09/11	WORK COMP	GENERAL FUND	NON-DEPARTMENTAL	16,839.51
	12/09/11	WORK COMP	RECREATION	NON-DEPARTMENTAL	2,544.75
	12/09/11	WORK COMP	PIR/TRUNKS	NON-DEPARTMENTAL	30.75
	12/09/11	WORK COMP	IMPROVEMENT CONST	NON-DEPARTMENTAL	1,241.00
	12/09/11	WORK COMP	WATER	NON-DEPARTMENTAL	2,288.00
	12/09/11	WORK COMP	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	2,353.50
	12/09/11	WORK COMP	ELECTRIC	NON-DEPARTMENTAL	2,717.75
	12/09/11	WORK COMP	STORM WATER MANAGE	NON-DEPARTMENTAL	914.50
	12/09/11	WORK COMP	LIQUOR	NON-DEPARTMENTAL	674.00
	12/09/11	WORK COMP	AIRPORT	NON-DEPARTMENTAL	160.50
	12/09/11	WORK COMP	MEMORIAL AUDITORIUM	NON-DEPARTMENTAL	62.50
	12/09/11	WORK COMP	DATA PROCESSING	NON-DEPARTMENTAL	263.99
				TOTAL:	30,090.75
LUNENBURGS WASTE MANAGEMENT INC	12/09/11	BIOSOLIDS HAULING FOR 2011	MUNICIPAL WASTEWAT	O-PURIFY MISC	48,314.00
	12/09/11	LAGOON PUMP RENTAL	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,500.00
				TOTAL:	49,814.00
LYON COUNTY SHERIFF OFFICE	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	645.15
				TOTAL:	645.15
MARCO	12/09/11	COPIER SERVICE	GENERAL FUND	PAVED STREETS	86.42
				TOTAL:	86.42
MEAD & HUNT INC	12/09/11	PROFESSIONAL SERVICES	AIRPORT	PROJECT #4	408.14
				TOTAL:	408.14
MIDWEST ENGINEERING	12/09/11	TOPOGRAPHIC SURVEY JULY, A	GENERAL FUND	OTHER GEN GOVT MISC	1,495.00
	12/09/11	TOPOGRAPHIC SURVEY/DRAWING	RECREATION	PARK AREAS	325.00
	12/09/11	TILE LINE, DITCH FLOWLINE	INDUSTRIAL WASTEWAT	O-PURIFY MISC	260.00
				TOTAL:	2,080.00
MINNESOTA DEPARTMENT OF COMMERCE	12/09/11	FY 2012 INDIRECT ASSESSMEN	ELECTRIC	REGULATORY COMM	709.22
	12/09/11	FY 2012 INDIRECT ASSESSMEN	ELECTRIC	ACCTS-ASSISTANCE	2,461.82
				TOTAL:	3,171.04
MINNESOTA ENERGY RESOURCES CORP	12/09/11	GAS SERVICE	GENERAL FUND	PAVED STREETS	56.65
	12/09/11	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	241.84
	12/09/11	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	574.16
	12/09/11	GAS SERVICE	WATER	O-DISTR MISC	14.57
	12/09/11	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	1,773.71
	12/09/11	GAS SERVICE	AIRPORT	O-GEN MISC	262.12
	12/09/11	GAS SERVICE	AIRPORT	O-GEN MISC	76.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	3,000.04
MINNESOTA VALLEY TESTING LABS INC	12/09/11	SALTY DISCHARGE SAMPLING	MUNICIPAL WASTEWAT	O-PURIFY MISC	129.60
				TOTAL:	129.60
MISCELLANEOUS V BENTS ANDREW	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
BRADFIELD JOE	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
BRINK DELBERT	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
CRUZ LOIDA N	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	5.04
CRUZ LOIDA N	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.27
EGELAND DAVID	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
GELETA YADANI	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	78.65
GELETA YADANI	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.27
JOHNSON LONNIE L	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
KABA MORY	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	9.39
KABA MORY	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.12
KERWIN DANIEL W	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	57.70
KERWIN DANIEL W	12/09/11	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
KUPERUS NOEL	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
LIEN LON	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	21.00
LUONG STACEY	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
MAGEE MARY	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
MAHONEY JIM	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
MCINNIS TABITHA	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	150.00
NORDBY TAE	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
RUPPERT MELVIN	12/09/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	275.00
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	GENERAL FUND	NON-DEPARTMENTAL	14.83
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	WATER	NON-DEPARTMENTAL	14.74
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	21.75
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	72.14
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	STORM WATER MANAGE	NON-DEPARTMENTAL	6.94
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	STREET LIGHTING	NON-DEPARTMENTAL	6.91
SAY BE	12/09/11	REFUND OF CREDITS-ACCTS FI	GARBAGE COLLECTION	NON-DEPARTMENTAL	30.83
				TOTAL:	2,165.78
MN CHILD SUPPORT PAYMENT CTR	12/09/11	GARNISHMENT	WATER	NON-DEPARTMENTAL	294.46
				TOTAL:	294.46
MN DEPT OF LABOR AND INDUSTRY	12/09/11	YMCA DEMO PERMIT	COMMUNITY CTR/GRAN	COMMUNITY CENTER	300.00
				TOTAL:	300.00
MN DEPT OF NATURAL RESOURCES-OMB	12/09/11	COLLEGEWAY RECON	IMPROVEMENT CONST	COLLEGEWAY	90.00
				TOTAL:	90.00
NELSON SCOTT	12/09/11	REIMBURSE	GENERAL FUND	MAYOR AND COUNCIL	24.42
				TOTAL:	24.42
NEW CASTLE TOWN HOMES	12/09/11	LIGHTING EFFICIENCY REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	1,422.00
				TOTAL:	1,422.00
NOBLES COOPERATIVE ELECTRIC	12/09/11	ELECTRIC SERVICE	WATER	O-PUMPING	12.51
				TOTAL:	12.51
NOBLES COUNTY	12/09/11	OCT 25, 2011 AUCTION	GENERAL FUND	NON-DEPARTMENTAL	513.40
				TOTAL:	513.40

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NOBLES COUNTY ATTORNEY	12/09/11	ADMIN FORFEITURE-MAYEFSKE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	2,366.00
				TOTAL:	2,366.00
NOBLES COUNTY AUDITOR/TREASURER	12/09/11	LONG DISTANCE ENDING 10/31	GENERAL FUND	POLICE ADMINISTRATION	719.54
	12/09/11	NOVEMBER LEGAL SERVICES	GENERAL FUND	PROSECUTION	11,690.25
				TOTAL:	12,409.79
NOBLES COUNTY RECORDER	12/09/11	NUTRIPRO BIOSYSTEMS PARCEL	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	HISTORICAL SOCIETY PARCEL	ELECTRIC	FA DISTR POLES TOWERS	92.00
	12/09/11	FAIR ASSOCIATION PARCEL 8	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	VERNON PERKINS PARCEL 18	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	TSTW PARCEL 21	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	RONALD PRINS PARCEL 22	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	LARRY VIS PARCEL 23	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	PRAIRIE VENTURES PARCEL 16	ELECTRIC	FA DISTR POLES TOWERS	92.00
	12/09/11	PRAIRIE PERTOLEUM PARCEL 1	ELECTRIC	FA DISTR POLES TOWERS	46.00
	12/09/11	NEWPORT LABS PARCEL 15 & 1	ELECTRIC	FA DISTR POLES TOWERS	92.00
	12/09/11	SHAMI INC PARCEL 12	ELECTRIC	FA DISTR POLES TOWERS	46.00
				TOTAL:	644.00
NOBLES COUNTY SHERIFF	12/09/11	OCT 25, 2011 AUCTION	GENERAL FUND	NON-DEPARTMENTAL	13,425.20
	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	600.04
				TOTAL:	14,025.24
NOBLES ROCK HEALTH SERVICE	12/09/11	63 EMPLOYEE FLU SHOTS	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	1,701.00
				TOTAL:	1,701.00
OBERLOH ALAN	12/09/11	REIMBURSE CGMC SUMMER CON	GENERAL FUND	MAYOR AND COUNCIL	426.60
	12/09/11	REIMBURSE WASHINGTON DC	GENERAL FUND	MAYOR AND COUNCIL	1,732.41
	12/09/11	REIMBURSE MAYORS CONFERENC	GENERAL FUND	MAYOR AND COUNCIL	147.90
	12/09/11	REIMBURSE CGMC LOBBYING	GENERAL FUND	MAYOR AND COUNCIL	171.12
				TOTAL:	2,478.03
PAINTED PRAIRIE VINEYARD	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	108.00
				TOTAL:	108.00
PEER ENGINEERING INC	12/09/11	RAP-CCP IMPLEMENTATION	IMPROVEMENT CONST	ADI DEVELOPMENT	34,619.77
				TOTAL:	34,619.77
PEPSI COLA BOTTLING CO	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	111.00
				TOTAL:	111.00
SCOTT PETERSEN	12/09/11	PAPER TOWELS AND TOILET TI	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	99.95
	12/09/11	CLEANING MOP HEADS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	5.75
				TOTAL:	105.70
PHILLIPS WINE & SPIRITS INC	12/09/11	BEER	LIQUOR	NON-DEPARTMENTAL	36.80
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,696.57
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	3,359.12
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	30.25
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,512.95
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	351.40
				TOTAL:	6,987.09
PRAIRIE VENTURES, LLP & THE STATE OF M	12/09/11	2ND HALF 2011 TAX ABATEMEN	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	12,577.26
				TOTAL:	12,577.26

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PRINS / SLIVER AUCTION SERVICE	12/09/11	OCT 25, 2011 AUCTION	GENERAL FUND	NON-DEPARTMENTAL	836.00
	12/09/11	OCT 25, 2011 AUCTION	PD TASK FORCE	NON-DEPARTMENTAL	44.00
	TOTAL:				880.00
QUALITY WINE & SPIRITS	12/09/11	BEER CREDIT	LIQUOR	NON-DEPARTMENTAL	68.00-
	12/09/11	BEER CREDIT	LIQUOR	NON-DEPARTMENTAL	34.00-
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	300.00
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	829.60
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,328.21
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	91.19
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	180.50
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,340.86
TOTAL:				4,968.36	
RACOM CORP	12/09/11	TOUCHSCREEN MONITOR/DISPTA	GENERAL FUND	SECURITY CENTER	488.42
	12/09/11	TOUCHSCREEN MONITOR/DISPTA	GENERAL FUND	SECURITY CENTER	488.42
	TOTAL:				976.84
ROCK COUNTY SHERIFFS OFFICE	12/09/11	SAFE & SOBER GRANT	GENERAL FUND	POLICE ADMINISTRATION	539.91
TOTAL:				539.91	
RUNNINGS SUPPLY INC-ACCT#9502440	12/09/11	ELECTRICAL TAPE, WINDEX	MUNICIPAL WASTEWAT	O-PURIFY MISC	63.92
	12/09/11	GLOVES	MUNICIPAL WASTEWAT	O-PURIFY MISC	16.97
	12/09/11	SOAP	MUNICIPAL WASTEWAT	O-PURIFY MISC	9.61
	TOTAL:				90.50
RUNNINGS SUPPLY INC-ACCT#9502485	12/09/11	HYDRAULIC FLUID	GENERAL FUND	PAVED STREETS	42.73
	12/09/11	GRAPHITE LUBRICANT	GENERAL FUND	PAVED STREETS	28.83
	12/09/11	SIGNS	GENERAL FUND	SIGNS AND SIGNALS	7.11
	12/09/11	FILES	RECREATION	GOLF COURSE-GREEN	15.48
	12/09/11	DRILL BITS, BULBS	RECREATION	GOLF COURSE-GREEN	10.03
	12/09/11	FITTINGS, HOSE CLAMPS	STORM WATER MANAGE	STREET CLEANING	38.39
	TOTAL:				142.57
S & K TRUCK LINE INC	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	372.50
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	305.10
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	527.85
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	396.90
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	244.35
	TOTAL:				1,846.70
SCHAAP SANITATION INC	12/09/11	MONTHLY GARBAGE SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	91.72
	12/09/11	MONTHLY GARBAGE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	35.71
	12/09/11	MONTHLY GARBAGE SERVICE	GENERAL FUND	PAVED STREETS	87.41
	12/09/11	MONTHLY GARBAGE SERVICE	COMMUNITY CTR/GRAN	COMMUNITY CENTER	44.36
	12/09/11	MONTHLY GARBAGE SERVICE	RECREATION	PARK AREAS	267.66
	12/09/11	MONTHLY GARBAGE SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	71.09
	12/09/11	MONTHLY GARBAGE SERVICE	WATER	O-DISTR MISC	123.45
	12/09/11	MONTHLY GARBAGE SERVICE	ELECTRIC	O-DISTR MISC	136.51
	12/09/11	MONTHLY GARBAGE SERVICE	LIQUOR	O-GEN MISC	122.02
	12/09/11	MONTHLY GARBAGE SERVICE	AIRPORT	O-GEN MISC	69.11
	12/09/11	MONTHLY GARBAGE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	80.82
	TOTAL:				1,129.86
	SCHOLTES MOTORS INC	12/09/11	BRAKE REPAIRS	GENERAL FUND	ENGINEERING ADMIN
TOTAL:				233.21	

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHWALBACH #4465	12/09/11	ICE MELT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	27.77
	12/09/11	BRITE GOLD SPRAY, WIRE STE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	9.60
	TOTAL:				37.37
SCHWALBACH ACE HARDWARE-5930	12/09/11	SUPPLIES	GENERAL FUND	FIRE ADMINISTRATION	5.00
	12/09/11	CABLE TIES, PLIERS, WIRE	GENERAL FUND	PAVED STREETS	3.20
	12/09/11	CABLE TIES, PLIERS, WIRE	GENERAL FUND	ICE AND SNOW REMOVAL	26.13
	12/09/11	BATTERIES FOR LOCATOR	RECREATION	GOLF COURSE-GREEN	9.61
	12/09/11	FASTENERS	RECREATION	PARK AREAS	3.85
	12/09/11	LAWN RAKES	RECREATION	TREE REMOVAL	55.53
	12/09/11	MAILBOX	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	29.91
TOTAL:				133.23	
SCHWALBACH ACE #6067	12/09/11	METER INSTALLATION HARDWAR	WATER	M-DISTR METERS	13.87
	12/09/11	METER INSTALLATION HARDWAR	WATER	M-DISTR METERS	5.39
	12/09/11	METER INSTALLATION HARDWAR	WATER	M-DISTR METERS	11.83
	12/09/11	METER INSTALLATION HARDWAR	WATER	M-DISTR METERS	3.73
	12/09/11	CLEANING SUPPLIES	ELECTRIC	M-DISTR UNDERGRND LINE	45.92
	12/09/11	PLIERS	ELECTRIC	M-DISTR UNDERGRND LINE	19.23
	12/09/11	SCREWS	ELECTRIC	M-DISTR UNDERGRND LINE	12.27
TOTAL:				112.24	
SERVICE MASTER OF WORTHINGTON	12/09/11	NOV CLEANING BAC	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	247.50
TOTAL:				247.50	
SEW UNIQUE INC	12/09/11	SEW PATCHES-NEW POLICE RES	GENERAL FUND	POLICE ADMINISTRATION	97.79
	12/09/11	BRDIF LOGO ON BAGS	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	78.56
TOTAL:				176.35	
SHEEHAN MACK SALES/EQUIP INC	12/09/11	SERVICE CALL	GENERAL FUND	PAVED STREETS	382.50
TOTAL:				382.50	
SHOPKO STORES INC	12/09/11	CORDLESS PHONE FOR LAB	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	26.71
TOTAL:				26.71	
SOUTHERN WINE & SPIRITS OF MINNESOTA	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	402.69
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	48.00
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	264.45
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,414.20
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	6.40
	12/09/11	FREIGHT	LIQUOR	O-SOURCE MISC	3.60
	12/09/11	LIQUOR	LIQUOR	O-SOURCE MISC	35.87
TOTAL:				2,175.21	
ST CROIX RECREATION CO INC	12/09/11	INTERCITY PLAYGROUND	RECREATION	PARK AREAS	28,341.19
	12/09/11	INTERCITY PLAYGROUND	RECREATION	PARK AREAS	23,044.26
	12/09/11	REFUND CONCRETE CHARGES	RECREATION	PARK AREAS	100.00
TOTAL:				51,285.45	
ROBIN STOYKE	12/09/11	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	54.72
TOTAL:				54.72	
SUNKOTA CONSTRUCTION	12/09/11	FIRE STATION GENERAL CONTR	GENERAL FUND	NON-DEPARTMENTAL	2,583.00
	12/09/11	FIRE STATION GENERAL CONTR	GENERAL FUND	FIRE ADMINISTRATION	51,663.00
TOTAL:				49,080.00	

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
TYLER TECHNOLOGIES	12/09/11	MAINTENANCE	DATA PROCESSING	NON-DEPARTMENTAL	6,996.45
	12/09/11	MAINTENANCE	DATA PROCESSING	DATA PROCESSING	636.07
	TOTAL:				7,632.52
UNITED PRAIRIE BANK & OKABENA ESTATES	12/09/11	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	20.02
	12/09/11	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	113.47
	12/09/11	OKABENA ESTATES TI#11 SEMI	OKABENA ESTATES	OKABENA ESTATES	368.74
TOTAL:				502.23	
VANTAGEPOINT TRANSFER AGENTS-457	12/09/11	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	351.42
	12/09/11	DEFERRED COMP	GENERAL FUND	POLICE ADMINISTRATION	76.92
	TOTAL:				428.34
WAL MART BUSINESS	12/09/11	CLEANING SUPPLIES, OFFICE	GENERAL FUND	SECURITY CENTER	38.14
	12/09/11	CLEANING SUPPLIES, OFFICE	GENERAL FUND	SECURITY CENTER	38.15
	TOTAL:				76.29
WINE MERCHANTS	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	1,040.00
	TOTAL:				1,040.00
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,585.40
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,530.59
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	73.33
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	79.90
	12/09/11	WINE	LIQUOR	NON-DEPARTMENTAL	160.00
	12/09/11	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,456.70
	12/09/11	MIX	LIQUOR	NON-DEPARTMENTAL	86.06
	12/09/11	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	59.97
TOTAL:				19,912.01	
WORTHINGTON AG PARTS	12/09/11	CYLINDER FOR SNOW BLOWER S	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	40.00
	TOTAL:				40.00
WORTHINGTON FIRE DEPT RELIEF ASSOC	12/09/11	REMAINING 2011 LEVY BALANC	GENERAL FUND	FIRE ADMINISTRATION	4,565.03
	12/09/11	2ND HALF NOBLES CTY TAX SE	GENERAL FUND	FIRE ADMINISTRATION	15,707.60
	TOTAL:				20,272.63
WORTHINGTON FOOTWEAR	12/09/11	STEEL TOED BOOTS	MUNICIPAL WASTEWAT	O-PURIFY MISC	134.40
	TOTAL:				134.40
WORTHINGTON SPORTS CENTER INC	12/09/11	CHAIN SAW TANK PREP	RECREATION	TREE REMOVAL	49.16
	TOTAL:				49.16
WYCOFF DANNY	12/09/11	REIMBURSE MILEAGE 10/10-11	LIQUOR	O-GEN MISC	65.60
	TOTAL:				65.60
YMCA	12/09/11	CHAIR YOGA	GENERAL FUND	COMMUNITY CENTER	520.00
	12/09/11	SENIOR CENTER MANAGEMENT	GENERAL FUND	COMMUNITY CENTER	617.28
	TOTAL:				1,137.28

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
----- FUND TOTALS -----					
101		GENERAL FUND	132,898.78		
202		COMMUNITY CTR/GRANTS	503.60		
207		PD TASK FORCE	3,785.06		
229		RECREATION	56,877.23		
231		ECONOMIC DEV AUTHORITY	60,638.21		
321		PIR/TRUNKS	30.75		
401		IMPROVEMENT CONST	39,949.88		
425		OKABENA ESTATES	502.23		
601		WATER	13,913.10		
602		MUNICIPAL WASTEWATER	54,428.57		
604		ELECTRIC	11,997.70		
605		INDUSTRIAL WASTEWATER	68,679.67		
606		STORM WATER MANAGEMENT	3,129.37		
607		STREET LIGHTING	6.91		
609		LIQUOR	73,043.08		
612		AIRPORT	1,100.04		
614		MEMORIAL AUDITORIUM	751.34		
702		DATA PROCESSING	7,929.06		
703		SAFETY PROMO/LOSS CTRL	1,701.00		
873		GARBAGE COLLECTION	30.83		

		GRAND TOTAL:	531,896.41		

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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AANENSON TONYA	12/02/11	REIMBURSE EMPLOYEE ANNUAL	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	86.00
				TOTAL:	86.00
BLUEGLOBES INC	12/02/11	RUNWAY BULBS	AIRPORT	O-GEN MISC	159.08
				TOTAL:	159.08
COOPERATIVE ENERGY CO	12/02/11	FUEL	ELECTRIC	O-SOURCE FUEL	26,148.49
				TOTAL:	26,148.49
DAVIS TYPEWRITER CO INC	12/02/11	TONER CARTRIDGES	WATER	ADMIN OFFICE SUPPLIES	24.52
	12/02/11	TONER CARTRIDGES	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	24.51
	12/02/11	TONER CARTRIDGES	ELECTRIC	O-DISTR SUPER & ENG	98.07
	12/02/11	TONER CARTRIDGES	ELECTRIC	ADMIN OFFICE SUPPLIES	49.04
				TOTAL:	196.14
DEPT OF PUBLIC SAFETY	12/02/11	BUYERS CARD	LIQUOR	O-GEN MISC	20.00
				TOTAL:	20.00
DEPUTY REGISTER #33	12/02/11	2 UC VEHICLE LICENSE	GENERAL FUND	POLICE ADMINISTRATION	25.50
				TOTAL:	25.50
DITCH WITCH OF SD INC	12/02/11	CREDIT	ELECTRIC	O-DISTR UNDERGRND LINE	0.38
	12/02/11	CABLE ASSEMBLY	ELECTRIC	O-DISTR UNDERGRND LINE	189.57
				TOTAL:	189.19
ECHO GROUP INC	12/02/11	LIGHT WIRE	ELECTRIC	M-DISTR ST LITE & SIG	283.34
	12/02/11	CABLE TIES	ELECTRIC	M-DISTR ST LITE & SIG	24.38
				TOTAL:	307.72
ESRI INC	12/02/11	SOFTWARE MAINTENANCE	WATER	NON-DEPARTMENTAL	1,368.56
	12/02/11	SOFTWARE MAINTENANCE	ELECTRIC	NON-DEPARTMENTAL	1,368.57
				TOTAL:	2,737.13
FLYNN KEVIN	12/02/11	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	17.99
				TOTAL:	17.99
FRONTIER COMMUNICATIONS	12/02/11	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	57.05
	12/02/11	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	333.90
	12/02/11	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	174.82
	12/02/11	PHONE SERVICE	GENERAL FUND	ACCOUNTING	63.96
	12/02/11	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	223.90
	12/02/11	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	134.62
	12/02/11	PHONE SERVICE	GENERAL FUND	OTHER GEN GOV'T MISC	23.44
	12/02/11	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	126.45
	12/02/11	PHONE SERVICE	GENERAL FUND	PAVED STREETS	187.21
	12/02/11	PHONE SERVICE	COMMUNITY CTR/GRAN	COMMUNITY CENTER	121.73
	12/02/11	PHONE SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	135.17
	12/02/11	PHONE SERVICE	RECREATION	GOLF COURSE-GREEN	84.72
	12/02/11	PHONE SERVICE	RECREATION	PARK AREAS	142.74
	12/02/11	FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	72.98
	12/02/11	PHONE SERVICE	LIQUOR	O-GEN MISC	166.57
	12/02/11	PHONE SERVICE	AIRPORT	O-GEN MISC	81.35
	12/02/11	PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	62.37
	12/02/11	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	119.42
	12/02/11	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	22.32
				TOTAL:	2,334.72

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HUISMAN MACHINING/FABRICATION	12/02/11	SNOW BLOWER PART	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	43.27
				TOTAL:	43.27
IDEXX DISTRIBUTION CORP	12/02/11	200 VESSELS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	250.68
				TOTAL:	250.68
INFRARED SERVICES	12/02/11	INSPECTION & ANALYSIS-EMC	ELECTRIC	CUSTOMER INSTALL EXPEN	451.63
				TOTAL:	451.63
LABOR AND INDUSTRY	12/02/11	INSPECTION OF AIR TANKS	MUNICIPAL WASTEWAT	O-PURIFY MISC	20.00
				TOTAL:	20.00
MAILFINANCE INC	12/02/11	QUARTERLY POSTAGE LEASE	DATA PROCESSING	COPIER/FAX	516.13
				TOTAL:	516.13
MARCO	12/02/11	SERVICE/SUPPLY COPIER	WATER	ACCTS-RECORDS & COLLEC	28.48
	12/02/11	SERVICE/SUPPLY COPIER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	28.48
	12/02/11	SERVICE/SUPPLY COPIER	ELECTRIC	ACCTS-RECORDS & COLLEC	56.96
				TOTAL:	113.92
MCCUEN, JOSHUA W	12/02/11	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	56.00
	12/02/11	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	51.00
				TOTAL:	107.00
MINNESOTA DEPARTMENT OF HEALTH	12/02/11	COMMUNITY WATER SUPPLY SER WATER		O-DISTR METERS	6,366.00
				TOTAL:	6,366.00
MISCELLANEOUS V AGER PAUL	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.50
AHLBERG BERNIE	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
AHLBERG BERNIE	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
BEEK CATHY L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	73.37
BEEK CATHY L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.34
CANDELARIO DANIEL	12/02/11	REFUND OF DEPOSITS ACCTS F	WATER	NON-DEPARTMENTAL	11.89
CANDELARIO DANIEL	12/02/11	REFUND OF DEPOSITS ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.01
CANDELARIO DANIEL	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
CANDELARIO DANIEL	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.02
GRACE COMMUNITY CHURCH	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
HERRERA ANNA L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	36.83
HERRERA ANNA L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.02
MEYER JASON K	12/02/11	REFUND OF DEPOSITS ACCTS F	WATER	NON-DEPARTMENTAL	32.67
MEYER JASON K	12/02/11	REFUND OF DEPOSITS ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.05
MEYER JASON K	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
MEYER JASON K	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.10
MEYERS SAMANTHA L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	72.35
MEYERS SAMANTHA L	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.18
OBERLOH GARY	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
OBERLOH GARY	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
PETERSEN LEANN J	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	18.40
PETERSEN LEANN J	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.26
PROJECT ONE CONSTRUCTI	12/02/11	REFUND OF CREDITS ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	19.26
REKER WAYNE	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
STEINER ROBIN J	12/02/11	REFUND OF CREDITS ACCTS FI	GENERAL FUND	NON-DEPARTMENTAL	5.58
STEINER ROBIN J	12/02/11	REFUND OF CREDITS ACCTS FI	GARBAGE COLLECTION	NON-DEPARTMENTAL	9.74
VALLEGO DIANA	12/02/11	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
WANNOW JAMES	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	NON-DEPARTMENTAL	87.85
WANNOW JAMES	12/02/11	REFUND OF DEPOSITS ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	869.78
NATIONAL RURAL ELECTRIC COOP ASSOC	12/02/11	NREC MAGAZINE	ELECTRIC	O-DISTR SUPER & ENG	72.00
				TOTAL:	72.00
NCL OF WISCONSIN INC	12/02/11	AMPULES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	178.33
				TOTAL:	178.33
NOBLES COOPERATIVE ELECTRIC	12/02/11	ELECTRIC SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	347.42
	12/02/11	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	259.27
	12/02/11	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	66.23
	12/02/11	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	1,182.38
	12/02/11	ELECTRIC SERVICE	AIRPORT	O-GEN MISC	37.90
				TOTAL:	1,893.20
OXFORD AUTOMOTIVE EXTERIORS	12/02/11	REPAIR REAR BUMPER SQUAD 3	GENERAL FUND	POLICE ADMINISTRATION	20.00
	12/02/11	INSTALL ELECTRIC SEAT SWIT	GENERAL FUND	POLICE ADMINISTRATION	26.00
	12/02/11	INSTALL ELECTRIC SEAT SWIT	GENERAL FUND	POLICE ADMINISTRATION	58.57
				TOTAL:	104.57
RUNNINGS SUPPLY INC-ACCT#9502440	12/02/11	MOP HEAD	MUNICIPAL WASTEWAT	O-PURIFY MISC	4.80
	12/02/11	TWO CASES OIL	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	102.35
	12/02/11	PUTTY KNIVES, FLOOD LIGHT	MUNICIPAL WASTEWAT	M-PURIFY MISC	19.32
				TOTAL:	126.47
SCHWALBACH ACE #6067	12/02/11	TORCH HEAD TRIGGER	MUNICIPAL WASTEWAT	O-PURIFY MISC	40.60
				TOTAL:	40.60
SHAMI INC	12/02/11	TRANSMISSION EASEMENT	ELECTRIC	FA DISTR POLES TOWERS	4,160.00
				TOTAL:	4,160.00
SOUTHWEST HEARING AID CENTER INC	12/02/11	AUDIOMETRIC TESTING	GENERAL FUND	ENGINEERING ADMIN	30.00
	12/02/11	AUDIOMETRIC TESTING	GENERAL FUND	POLICE ADMINISTRATION	50.00
	12/02/11	AUDIOMETRIC TESTING	GENERAL FUND	PAVED STREETS	60.00
	12/02/11	AUDIOMETRIC TESTING	RECREATION	PARK AREAS	40.00
	12/02/11	AUDIOMETRIC TESTING	WATER	O-DISTR MISC	50.00
	12/02/11	AUDIOMETRIC TESTING	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	20.00
	12/02/11	AUDIOMETRIC TESTING	MUNICIPAL WASTEWAT	O-PURIFY MISC	50.00
	12/02/11	AUDIOMETRIC TESTING	ELECTRIC	O-DISTR MISC	60.00
				TOTAL:	360.00
WAL MART BUSINESS	12/02/11	RETURNED ITEM	GENERAL FUND	POLICE ADMINISTRATION	11.81
	12/02/11	HAND WASH, SANITARY WIPES,	GENERAL FUND	SECURITY CENTER	15.46
	12/02/11	HAND WASH, SANITARY WIPES,	GENERAL FUND	SECURITY CENTER	15.47
	12/02/11	BATTERIES	RECREATION	PARK AREAS	34.68
	12/02/11	TOILET PAPER OLSON	RECREATION	OLSON PARK CAMPGROUND	45.13
				TOTAL:	98.93
MONTE WALKER	12/02/11	DRU INSTALL	ELECTRIC	FA DISTR METERS	40.00
				TOTAL:	40.00
WATCHGUARD VIDEO	12/02/11	EXCHANGE DIGITAL RECORDING	GENERAL FUND	POLICE ADMINISTRATION	406.12
				TOTAL:	406.12
WORTHINGTON ELECTRIC INC	12/02/11	FARMERS MARKET/TURKEY DAY	ELECTRIC	FA DISTR ST LITE & SIG	759.66
				TOTAL:	759.66

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WORTHINGTON POSTMASTER	12/02/11	FIRST CLASS PRESORT FEE	ELECTRIC	ACCTS-RECORDS & COLLEC	190.00
				TOTAL:	190.00
WORTHINGTON PRINTING CO INC	12/02/11	LETTERHEAD & GRAY PAPER	WATER	ACCTS-RECORDS & COLLEC	89.88
	12/02/11	LETTERHEAD & GRAY PAPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	89.87
	12/02/11	LETTERHEAD & GRAY PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	179.76
				TOTAL:	359.51

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

101	GENERAL FUND	2,151.23
202	COMMUNITY CTR/GRANTS	121.73
229	RECREATION	2,337.74
231	ECONOMIC DEV AUTHORITY	72.98
601	WATER	7,972.06
602	MUNICIPAL WASTEWATER	872.21
604	ELECTRIC	34,940.93
609	LIQUOR	186.57
612	AIRPORT	278.33
614	MEMORIAL AUDITORIUM	62.37
702	DATA PROCESSING	657.87
703	SAFETY PROMO/LOSS CTRL	86.00
873	GARBAGE COLLECTION	9.74

 GRAND TOTAL: 49,749.76
