

**WORTHINGTON CITY COUNCIL
REGULAR MEETING**

AGENDA

**5:30 P.M. - Monday, February 12, 2024
City Hall Council Chambers**

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. INTRODUCTIONS AND OPENING REMARKS**
- C. AGENDA ADDITIONS/CHANGES AND CLOSURE**
 - 1. Additions/Changes
 - 2. Closure
- D. PUBLIC HEARING ON EAST NINTH AVENUE SANITARY SEWER CONSTRUCTION - ENGINEERING CASE ITEM 1 (BLUE)**
 - 1. Open Hearing
 - 2. Hearing Presentation
 - 3. Testimony
 - 4. Close Hearing
 - 5. Action on Hearing
- E. CONSENT AGENDA**
 - 1. CITY COUNCIL MINUTES (WHITE)
 - a. Special City Council/School District 518 Board of Director's Joint Meeting Minutes of January 25, 2024
 - b. City Council Meeting Minutes of January 22, 2024
 - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
 - a. Water & Light Commission Meeting Minutes of February 5, 2024
 - b. Public Arts Commission Meeting Minutes of January 23, 2024
 - c. YMCA Board of Directors Meeting Minutes of December 18, 2023
 - d. YMCA Board of Directors Meeting Minutes of November 20, 2023
 - e. YMCA Board of Directors Meeting Minutes of October 30, 2023
 - f. YMCA Board of Directors Meeting Minutes of September 25, 2023
 - g. YMCA Board of Directors Meeting Minutes of August 28, 2023
 - h. YMCA Board of Directors Meeting Minutes of June 22, 2023

- i. YMCA Board of Directors Meeting Minutes of May 22, 2023
- j. YMCA Board of Directors Meeting Minutes of April 24, 2023

3. CITY COUNCIL BUSINESS (WHITE)

Case Item(s)

- 1. Application to Conduct Off-Site Gambling - St. Mary's Church/School
- 2. Application to Conduct Off-Site Gambling - Worthington Regional Health Care Foundation, Inc.

4. BILLS PAYABLE (WHITE)

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

F. CITY COUNCIL BUSINESS - PUBLIC SAFETY (TAN)

Case Item(s)

- 1. Consideration of Resolution Re-Authorizing Internet Crimes against Children Task Force Agreement
- 2. Acceptance of Program Funds- DARE Donation

G. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

Case Item(s)

- 1. Spring Clean Up Discussion

H. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

- 1. On-Sale Sunday Liquor License Application - Voak-Janssen Post 3958 (VFW)
- 2. On-Sale and Sunday Liquor License Application - Jebena Ethiopian Cuisine

3. Resolution Appointing Election Judges and Alternates for the March 5, 2024 Presidential Nomination Primary Election
4. Nominating Committee Recommendations for Committee Appointments/Reappointments
5. Resolution Approving Charter Commission Members Appointments and Reappointments
6. Professional Services Agreement - Review of Compensation Administration Policy
7. Professional Services Agreement - City Hall Improvements Study
8. Memorandum of Understandings - Bargaining Unit Agreement Amendments
9. Event Center Utilities and Royalty Payments
10. Acceptance of Artmobile Grant Offered through Southwest Initiative Foundation
11. Ice Arena Financial Commitment
12. 2024 Local Board of Appeal and Equalization - INFORMATIONAL ITEM

I. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Item(s)

2. Approve Plans for Church Avenue Pavement Reconstruction and Second Avenue Street Reconstruction Authorize Advertisement for Bids
3. Resolution pertaining to intent to Bond for Costs Incurred in making public Improvement
4. Approve Task Order 25 with Bolton and Menk to provide Professional Service for DNR Grant Application
5. Approve Letter of Support for Building Resilient Infrastructure

J. CITY COUNCIL BUSINESS - COMMUNITY DEVELOPMENT (GRAY)

Case Item(s)

1. City Council Discussion - Draft Ordinance - Parking Requirements

K. COUNCIL COMMITTEE REPORTS

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

L. CITY ADMINISTRATOR REPORT

M. ADJOURNMENT

**WORTHINGTON CITY COUNCIL, NOBLES COUNTY COMMISSIONERS, SCHOOL
DISTRICT 518 BOARD OF DIRECTORS SPECIAL JOINT MEETING
JANUARY 25, 2024**

The Worthington City Council meeting was called to order at 7:00 p.m. in the District 518 High School Band Room by Mayor Rick Von Holdt with the following Council Members present: Larry Janssen, Chris Kielblock, Chad Cummings, Amy Ernst, Alaina Kolpin.

The District 518 Board of Directors Meeting was called to order at 7:00 p.m. in the District 518 High School Band Room by Chairman Joel Lorenz with the following members present: Joel Lorenz, Steve Schnieder, Lori Dudley, Erin Schutte, Matt Widboom, Tom Prins, Adam Blume.

City Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Corey Greenway, Fieldhouse Manager; Mindy Eggers, City Clerk.

District 518 Staff present: John Landgaard, Superintendent; Dave Skog, Director of Operations; Lisa Ahrenstorff, Executive Administrative Assistant.

Others present: Jay Milbrandt, Bedford Industries, Jason Johnson, Johnson Builders & Realtors; Mike Fogelamn, Marge Fogelman, Ryan McGaughey, Radio Works; Stewart Chisham, The Globe; Nate Grimmus, Aaron Sieve, Rod Sankey.

The pledge of Allegiance was recited.

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

A motion was made by Board Member Widboom, seconded by Board Member Dudley and unanimously passed to approve the agenda as presented.

John Landgaard, Superintendent, said the goal of the meeting was for the boards to decide on what the venue would be and whether it would have one or two sheets of ice along with determining the funding commitment that each entity is willing to contribute.

Discussion was held on the need for community effort in seeking donations to help fund a new event arena/complex. Mr. Johnson indicated the Worthington Hockey Association would make its best effort in seeking up to \$1 million dollars in donations to put towards the cost of a new ice arena/event complex.

It was agreed to get other examples of new ice arenas that were built in the state and get the costs associated with building those facilities.

Rod Sankey said if the land north of town owned by the City of Worthington was used for the new arena, he would donate \$10,000.00 to the project.

The consensus was that all entities meet separately again and determine a dollar amount each board would be willing to contribute and then meet again.

A motion was made by Council Member Kielblock, seconded by Council Member Kolpin and unanimously carried to adjourn the meeting at 7:18 p.m.

School Board Chairman Lorenz adjourned the meeting at 7:18 p.m.

Mindy L. Eggers, MCMC
City Clerk

**WORTHINGTON CITY COUNCIL
REGULAR MEETING
JANUARY 22, 2024**

The meeting was called to order at 5:30 p.m., in City Hall Council Chambers by Mayor Rick Von Holdt with the following Council Members present: Chad Cummings, Amy Ernst, Alaina Kolpin and Larry Janssen. Chris Kielblock (absent).

Staff present: Steve Robinson, City Administrator; Hyunmyeong Goo, Assistant City Engineer; Todd Wietzema, Public Works Director; Steve Schnieder, City Engineer; Nate Grimmus, Deputy Chief; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Ryan McGaughey, Radio Works; Christoph Salinger, Crailsheim, Germany Representative; Jason Vote, Lake Okabena Association.

The Pledge of Allegiance was recited.

Mayor Von Holdt introduced Crailsheim, Germany Representative Christoph Salinger.

AGENDA APPROVED WITH ADDITIONS/CHANGES

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

PUBLIC HEARING AND RESOLUTION NO. 2024-01-05 ADOPTED ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

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

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

Hyunmyeong Goo, City Engineer, gave a presentation on the proposed Church Avenue Pavement Reconstruction project. He explained the City's share of the project is from the center 24-feet and the assessable share includes curb and gutter, the remaining pavement area and driveways and sidewalks. The estimated assessable rate per foot is \$92.12.

Mayor Von Holdt asked if there was any testimony. None was received.

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

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

RESOLUTION NO. 2024-01-05

A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

PUBLIC HEARING AND RESOLUTION NO. 2024-01-06 ADOPTED ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

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

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

Hyunmyeong Goo, City Engineer, gave a presentation on the proposed Second Avenue Street Reconstruction project. He explained the City's share of the project is from the center 24-feet and the assessable share includes curb and gutter, the remaining pavement area and driveways and sidewalks. The estimated assessable rate per foot is \$318.62.

Mayor Von Holdt asked if there was any testimony. None was received.

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

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

RESOLUTION NO. 2024-01-06

A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

CONSENT AGENDA

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

- City Council Meeting Minutes of January 8, 2024

- Cross Cultural Advisory Committee Meeting Minutes of December 19, 2023
- LEC Joint Powers Committee Meeting Minutes of September 19, 2023
- Application to Conduct Off-Site Gambling - Currie Town & Country Boosters, Inc. For March 11, 2024, at the Worthington Event Center, 1447 Prairie Drive
- Bills Payable Totaling \$907,138.87

RESOLUTION NO. 2024-01- 07 ACCEPTING VOTING OPERATIONS, TECHNOLOGY, & ELECTION RESOURCES (VOTER) ACCOUNT

Steve Robinson, City Administrator, said Nobles County received a VOTER grant for \$5,623.60 to help maintain the voting equipment for the county's polling places including the Auditor-Treasurer's office that processes the ballots for the mail ballot precincts and the Absentee ballots. In some counties, each precinct is responsible for their own election equipment in which case the grant would need to be divided between the precincts. In this case, Nobles county is asking each city and township to allow the county to keep the funds and maintain the equipment and do the grant reporting.

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

RESOLUTION NO. 2024-01-07

A RESOLUTION APPROVING VOTING OPERATIONS, TECHNOLOGY, & ELECTION RESOURCES (VOTER) ACCOUNT

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2024-01-08 ADOPTED ACCEPTING A DONATION OF FUNDS

Nate Grimmus, Deputy Chief, said a person who wished to remain anonymous has donated \$100 to the Worthington Police Department to be distributed to members of the public through the Kern's Christmas Cash Program. Worthington patrol officers will give out cash tucked inside Christmas cards during traffic stops before Christmas of 2024.

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

RESOLUTION NO. 2024-01-08

RESOLUTION ACCEPTING A DONATION OF FUNDS

(Refer to Resolution File for complete copy of Resolution)

LAKE OKABENA IMPROVEMENT ASSOCIATION FUNDING REQUEST APPROVED

Todd Wietzema, Public Works Director, said staff has been approached by the Lake Okabena Improvement Association, asking about immediate plans for the underwater improvements to the Sunset Park Boat Ramp. Mr. Wietzema explained the dry conditions the past two summers have made using and maintaining the ramp almost impossible which resulted in the closure for most of the fall of 2023.

Mr. Wietzema said in March of 2021 the City hired a civil engineer to develop plans for the underwater improvements, the plans were approved for a MN DNR Waters Permit. In the Summer of 2021, the City used Local Option Sales Tax funds to do improvements to the above water portion of the landing, but began looking for other funding options for the below water portion. A request was made to the E.O. Olson Trust Fund and their board denied our request to help fund these improvements. As options for funding have been explored the landing has become more of a hazard for users of this boat ramp. There were reports of damage to boat trailers due to the low water and the drop-offs related to it being why the ramp has been closed.

He said everything is in place to do this project and has asked that Local Option Sales Tax funds be used to help the Lake Okabena Improvement Association complete this project. The group has committed \$10,000.00 towards the project and has agreed to oversee its completion.

Mr. Robinson said there is Sales Tax Revenue funds available for the project.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the Lake Okabena Improvement Association funding request of \$88,750.

RECEIVE REPORTS AND ORDER HEARING ON EAST NINTH AVENUE SANITARY SEWER EXTENSION

Mr. Goo presented the feasibility report on the proposed improvement of the East Ninth Avenue Sanitary Sewer Extension project from Eleventh Street to Tenth Street. He explained the proposed improvements involve regrading, replacement of the sanitary sewer main and sanitary services, temporary pavement, and permanent pavement restoration. The permanent pavement restoration will be 100% assessed against the property owners, given that the project was initiated by petition because the current sewer main is privately maintained and street reconstruction is not necessary. The project is scheduled to take place in the year 2025 to allow the ground to undergo settlement over the freeze-thaw cycle. Assessments would not commence until the full scope of work is completed. The hearing is scheduled to be held at the February 12, 2024, council meeting.

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

RESOLUTION RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED
IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**UNION PACIFIC RAILROAD REIMBURSEMENT AGREEMENT FOR PRELIMINARY
ENGINEERING SERVICES FOR THE EAST OKABENA LAKE TRAIL UNDERPASS
REVIEW**

Steve Schnieder, City Engineer Emeritus, said the East Lake Okabena Trail received a federal funding grant for construction in 2027. The trail alignment will go from Second Avenue to Nobles Street at Trunk Highway 60. The trail will cross under the Union Pacific Railroad through an existing underpass. The Union Pacific Railroad is requiring the underpass be evaluated for potential impacts to railroad operations. Mr. Schnieder said all preliminary engineering costs incurred by the Railroad will be the City's responsibility and the agreement is required to move forward with the trail project. The costs are estimated to be \$50,000.

The motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve agreement UPRR REMS Project 794863 for reimbursement of the expenses for their services.

COUNCIL COMMITTEE REPORTS

Mayor Von Holdt - No report.

Council Member Janssen - No report.

Council Member Ernst - The CCAC met last week, the Cultural Competency training was cancelled due to weather but has been rescheduled for February 8th from 3-6 p.m. and the second training is scheduled for March 14th from 3-6 p.m.

Council Member Kielblock - No report.

Council Member Kolpin - Attended a LEC Joint Powers Meeting. The building project was not bid correctly and they discussed reducing the size. A new quote was received for the size originally planned and will cost an additional \$15,000. The County Commissioners will be considering the additional cost at the next board meeting.

Council Member Cummings - No report.

CITY ADMINISTRATOR REPORT

Reminded Council of the Joint City Council and District 518 Board of Directors meeting scheduled for Thursday, January 25th, 6:00 p.m., in the High School Band Room. Will be attending the Ehlers and Associates Conference February 1st and 2nd.

CLOSED SESSION UNDER MINN. STAT. 13D.05, SUBD. 3 (C)-PURCHASE OR SALE OF

Worthington City Council
Regular Meeting, January 22, 2024
Page 6

REAL OR PERSONAL PROPERTY - 3250 HIGHWAY 60, T102N, SECTION 8, WORTHINGTON MN

Mayor Von Holdt stated that Council would be going into closed session under Minnesota State Statute §13D.05 SUBD. (C) - Purchase or Sale of Real or Personal Property.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to close the meeting at 6:12 p.m.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to re-open the meeting at 6:29 p.m.

The motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the sale of 3250 Highway 60, T102N, Section 8, Worthington MN contingent on approval by Swift and Company.

CLOSED SESSION UNDER MINN. STAT. 13D.05, SUBD. 3 (C)-PURCHASE OR SALE OF REAL OR PERSONAL PROPERTY - PARCEL #'S 31-3929-000, 31-3930-000 AND 31-3928-000

Mayor Von Holdt stated that Council would be going into closed session under Minnesota State Statute §13D.05 SUBD. (C) - Purchase or Sale of Real or Personal Property.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to close the meeting at 6:31 p.m.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to re-open the meeting at 6:51 p.m.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the sale of Parcel #31-3930-000 and Parcel #313298-000 for the County Ditch 12 Flood Mitigation Improvements Phase 2.

ADJOURNMENT

The motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 6:52 p.m.

Mindy L. Eggers, MCMC
City Clerk

UNAPPROVED

WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING FEBRUARY 5, 2024

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

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

Others present: None

AGENDA ADDITIONS/CLOSURE

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

CONSENT AGENDA APPROVED

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

- Water and Light Commission minutes of the regular meeting held on December 4, 2023
- Staff reports for December 2023
- Utility Bills Payable Totaling \$834,722.75 for December 8, December 15, December 22, December 29, 2023, and January 5 and January 12, January 19, January 26, and February 2, 2024.

SALES REPORTS

A motion was made by Commissioner Ernst, seconded by Commissioner Fury, and unanimously carried to accept the sales reports for December 2023.

2022 ANNUAL REPORT

Scott Hain, General Manager, presented the Worthington Public Utilities Annual Report for the Fiscal Year Ended December 31, 2022.

After review, a motion was made by Commissioner Fury, seconded by Commissioner Ernst, and unanimously carried to accept the 2022 Annual Report.

THIRD AND FOURTH AVENUE IMPROVEMENTS DISCUSSION

Staff reported that plans are being finalized for the reconstruction of 3rd and 4th Avenues between 9th Street and 11th Street with a goal for the project to go out to bidders in March with construction to occur during the construction seasons of 2024 and 2025.

Staff and the Commission discussed the utility-related work that will be part of the reconstruction project, specifically relating to the replacement of water and sanitary sewer mains and individual service lines. Staff indicated that they have discovered a number of instances where multiple water customers are currently being served by a single water service from the existing main. Staff explained the potential issues created by this scenario including water service lines running through the basement of an adjacent business and the inability to shut off water service via the curb stop valve to a particular customer without affecting other customers. Staff indicated that similar scenarios may be discovered relating to sanitary sewer service lines.

Staff indicated that they expected a variety of service line-related issues to come up during this project and that they would need to be addressed on a case-by-case basis as they arose.

GENERAL MANAGER REPORT

Scott Hain, General Manager, gave an update on the Wastewater Treatment Facility.

COMMISSION COMMITTEE REPORTS

Commissioner Ernst provided an update on the Economic Development Authority (EDA) meeting that she attended on January 22, 2024.

ADJOURNMENT

A motion was made by Commissioner Fury, seconded by Commissioner Ernst, and unanimously carried to adjourn the meeting at 4:05 P.M. Vice President Nixon declared the meeting adjourned.

Kristy Taylor
Secretary to the Commission

Minutes
Worthington Public Arts Commission
January 23, 2024
5:15 PM
Worthington City Hall

The meeting was called to order at 5:17 with Brett, Larry, Cheryl, and Blake present.

Cheryl read the Land Acknowledgement.

Cheryl called for additional items to the agenda. There being none, Larry moved to approve the agenda as presented. Susan seconded the motion which carried.

The terms for Zuby and Susan are up this year. They will need to be renewed if desired by the individuals. This will be added to the February agenda.

Larry moved to approve the minutes with a second by Susan. Motion carried unanimously.

No new financial report was given to the committee.

Old Business:

Gail Holinka has submitted an invoice for approximately \$1000 for the work done repairing the Turtle sculpture. A clear coat will be added in the spring. A motion by Susan seconded by Zuby to pay the bill was approved.

There was no update on signage. This will be added to the February agenda.

There was no new business to discuss.

Announcements:

Gail briefed the committee on her Artmobile and Intergenerational art project. She has received a grant for \$8000 from SWIF to provide art project for individuals at various facilities (Ecumen Meadows, other Congregate Care facilities, and other possible sites). The grant will also involve students from the Area Learning Center who will assist the residents with the projects. Gail is having trouble getting volunteers to assist on Wednesdays from 1-3:30 PM. Susan and Zuby indicated an interest in working with this project. The project must go before the City council on February 12, 2024 for approval. The total amount of the grant received was \$9500 and will be in progress from mid-February to the end of June.

Gail also mentioned needing some assistance from the County Technology department to install new programs on her computer to use in grant. She understood that Todd would contact Angelo Lopez about assisting with this.

There was no further business.

Larry moved to adjourn the meeting with Brett seconding. Motion carried unanimously. Meeting adjourned at 5:50 PM. The next meeting will be February 13 at 5:15 PM.

Respectfully submitted,

Cheryl Avenel-Navara

Worthington YMCA - Board of Directors Meeting, December 18, 2023

1. Meeting called to order by Kylie Turner at 12:04 PM.
2. Invocation by Adam Dalquist
3. Consent Agenda. Motion to approve by Lori Dudley, seconded by Dulce Willardson. Approved unanimously.
4. Business

A. Motion made by Alaina Kolpin to approve Roxanne Hayenga as Board Secretary, seconded by Jeremy Hallquist. Approved unanimously.

B. 2024 Cruise Dinner Price.

Motion made by Bill Gordon to set 2024 cruise prices at

Individual Sponsor \$100

Table of 8 : \$900

Table of 10: \$1100

Raffle tickets at \$25 each

Seconded by Adam Dahlquist. Approved unanimously.

C. Committee Reports made by Adam Dahlquist, Finance; Lori Dudley. Youth and Family; Beve Vajgrt, Active Aging; Executive Committee, Kylie Turner. Budget continues to be reworked , Peyton is working on

securing

staff for summer and hiring “managers”.

5. Executive Director/CEO Report
 - a. Finance Merger with Marshall is going well.
 - b. 2024 Budget
 - 3% increase in memberships
 - 5% increase in member fees to help balance budget
6. Strong Kids Campaign is just shy of the goal currently at \$74, 926.
7. Other Business:
 - Department Reports from Aquatic Director, Program Director, Fitness and Wellness Director.
 - Board went into executive closed session at 12:37pm. Board finished the closed session at 1:01pm
8. Meeting was adjourned at 1:03pm.

Minutes submitted by Roxanne Hayenga, secretary.



PINK

Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes November 20, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kylie Turner, Adam Dahlquist, Josh Dale, Lori Dudley, Ryan Enderson, **Bill Gordon**, **Andrea Johnson**, **Kathreeya Edens**, Roxane Hayenga, **Beve Vajgrt**, Dan Bernstrom, Dulce Willardson, **Jeremy Hallquist**, **Alaina Kolpin**

Staff Present: Karri Olmanson, Khrystyna Lupkes

Call to Order: @ 5:01 pm by Kylie Turner

Invocation: Karri Olmanson

I. Consent Agenda - Action Requested (Approval of Consent Agenda)

- **Board of Directors Meeting minutes** (enclosed) October minutes
Updated Maria "Nelson" to Maria "Peters"
- **Finance Committee Meeting minutes** (enclosed) October Reports
Motion made by Bill - and by Alaina – Motion Carried

Board of Directors Business:

- **Motion**
 - Approve Roxanne Hayenga as new Secretary.
 - Motion made to move this discussion to December's meeting as Kylie has not heard back from Roxanne.
 - Approved Maria Peters as new board member.
 - Voted on/approved in October Board Meeting
- **Motion**
 - Approve the swim team price break to include age 12.
 - Currently it stops at age 11, however, 11- and 12-year-olds practice together.
 - Will be broken up by groups instead of age moving forward – 2024 season.
- **Motion**
 - Determine and Approve 2024 Cruise Dinner prices.
 - 2023: Couples Ticket w/ Raffle entry \$150, Individual Ticket w/ Raffle entry \$125,
 - Table of 8 w/ 4 Raffle entries \$750, Table of 10 w/ 5 Raffle entries \$900
 - Discussion had around ticketing prices for the Cruise Dinner
 - Adam would like to see an increase in price to the Table of 10 and Table of 8 pricing and leaving the Couples/Individuals tickets as they are.
 - Some information from the Gambling Commissioner
 - Khrystyna will contact the Gambling Commissioner to clarify some stipulations for our Raffle. Information should be sent via email to the Board of Directors so we can do an email vote to get the prices approved before December's meeting.
 - Proposed adding additional raffle tickets to the Table purchases. Bill stated that businesses aren't

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER
1501 Collegeway
P 507 376 6197
W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

buying the tables for the Raffle ticket so we don't need to add an additional raffle ticket.

- Jeremy stated that increasing the Tables will still provide a discount if we increase \$100 for Tables.
 - \$850 for Table of 8
 - \$1,000 for Table of 10
 - *Bill made a motion to increase the table prices and leave the couples/individuals tickets the same as 2023. 2nd by Adam. – Motion Carried.*

- **Committee/Task Forces**

- **Finance Committee**
 - Income – United Way check should hit in December.
 - Expense – Insurance Premium changes due to Meredith being taken off the insurance policy and Karri being added.
 - Slight decrease in Membership for the month of October.
 - Will be running a promotion during the month of January that the Joiner's fee will be waived from Jan. 1 – Jan. 31st, 2024.
 - Met the WRHCF match of \$60,000.
 - The last invoice for Water World has been sent to the city. We are waiting for reimbursement.
- **Youth & Family Task Force**
 - Did not meet.
- **Board Development Committee**
 - Kylie sent an email sent an email to the Board regarding board expectations/bylaws.
 - The board currently at 15 members.
 - Board Development evaluation was sent via email from Kylie.
- **Active Agers Task Force**
 - Active Agers are trying to get a CPR class set up so the older members can learn the basics of CPR.
 - Humana – Dates/Topics on sleep/aging brain
 - David Hoffman – coming to discuss protecting seniors from scams.
 - Karri is following up with the city to discuss Water Walking
 - Working on adding some additional Senior Classes
 - Looking for additional times we can host the classes.
 - May look at moving to the afternoons.
 - Looking at possibly finding a Grant that could cover the purchase of a bus for the YMCA.
- **Executive Committee**

II. Executive Director/CEO's Report:

- Marshall Finance merger
 - Merging with Marshall for payroll/HR/etc. will be an operational decision.
 - Worthington Area YMCA will cover a portion of the salary for the Finance Director in Marshall.
 - \$25,804 annually
- CAL – Moving to city operations.
 - Affective January 1, 2024.
 - Received a letter from the city terminating our management agreement.
- Budget
 - Membership increased by 7% at the beginning of 2023.
 - The finance committee suggested running a budget with a 3% increase as well as a 5% increase to see which ones help to balance the budget.

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway
 P 507 376 6197
 W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Alaina suggested running a promotion for the month of January and after the sale, depending on recruitment, we could revisit the price increase.
- Karri stated that she would not be comfortable going above 5% increase. We have a lot of areas for improvement and growth.

III. Strong Community Campaign

- i. Current Status: \$74,926 / 83% of Goal. Met our match goal with WRHCF!

IV. Adjournment @ 5:53 pm by Kylie

Next Month's Meeting Dates

- Board Development Committee: Wednesday, December 13th at noon, YMCA conference room
- Finance Committee: Friday, December 15th at noon, YMCA conference room
- Increase Youth & Family Involvement & Achievement: Monday, December 11th at 12 pm, YMCA.
- Marketing: TBD
- Active Aging Committee: Monday, December 18th at 11am, YMCA
- Executive Committee: TBD
- Board Meeting: Monday, December 18th at noon, at the YMCA

Submitted by:

Khrystyna Lupkes



Worthington Area YMCA – DeGroot Family Center

Board of Directors Meeting Minutes

October 30, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kylie Turner, Adam Dahlquist, Josh Dale, Lori Dudley, Ryan Enderson, Bill Gordon, Andrea Johnson, Kathreeya Edens, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Jeremy Hallquist, Alaina Kolpin

Staff Present: Karri Olmanson, Mark Wibbens

Call to Order: @ 12:05 pm by Kylie Turner

Invocation: Karri Olmanson

Consent Agenda

- Kylie called to go over September minutes.
 - *A Motion was made by Alaina Kolpin, seconded by Lori Dudley and unanimously carried to approve the agenda as presented.*

Board of Directors Business:

- ❖ **Welcome new Board Members**
 - **Kathreeya, Jeremy, Andrea**
- ❖ **Motions**
 - Remove existing signatories (American Voss, Randy Thompson, Kenton Meier, Merideth Daley)
 - *A motion was made by Ryan Enderson, seconded by Beve Vajgrt, and unanimously carried.*
 - Approve Josh Dale as new Vice President
 - *A motion was made by Lori Dudley, seconded by Ryan Enderson, and unanimously carried.*
 - Approve Roxanne Hayenga as new Secretary
 - Kylie will reach out to Roxanne to see if she is willing to step into the Secretary position.
 - Add new signatories (Adam Dahlquist, Josh Dale, Roxanne Hayenga, Karri Olmanson) Kylie as President is a current signatory.
 - *A motion was made by Alaina Kolpin, seconded by Ryan Enderson and unanimously carried.*
- ❖ **Motion**
 - Approve a Non-profit PayPal/Venmo account for Worthington YMCA. An account was requested from the Stingrays Parent group for the swim team fundraiser and sectionals t-shirt sales.
 - Questions posed.
 - Will the auditors have any issues with us having this account? Who will be responsible for the account? Will it be a Y account or a personal account?
 - ◆ Mark Wibbens indicated they shouldn't. It will be a Y account and he will oversee it.
 - What type of transactions will be allowed and how will the transactions be tracked?
 - ◆ Items/product will be sold. No contributions will be received from this account.
 - ◆ Transactions will be tracked electronically.
 - *A motion was made by Adam Dahlquist, seconded by Alaina Kolpin, and unanimously carried.*

- **Committee/Task Force Updates**

- **Finance Committee:**

- The board reviewed the financials for September.
- Discussed the Audit and questioned what was needed for completion.

- **Youth & Family Involvement & Achievement Task Force:**

- Discussed current Youth Program enrollment and potential for growth.
 - Karri was assigned to reach out to District 518 and learn about their gaps in services.

- **Board Development Committee**

- Discussed potential new Board members. Khrystyna developed a flyer/social media post to promote this opportunity. Maria Nelson contacted Kylie and submitted a letter of interest.

- **Active Agers Task Force:**

- Discussed bringing more speakers to present on items such as CPR/AED training.
- Request to investigate water walking in the Lazy River. Karri was assigned to investigate.
- Discussed removal for Aquanastics class fee and the decline of participation due to the fee.

- **Marketing Task Force**

- Discussed the reach of the video and ways we can gain more traction.
 - Proposed doing TIC-TOCs, instructor interviews, orientations at businesses, parent/teacher conferences.

- **Executive Committee:**

- Discussed CEO expectations affirming they are in line with the board's direction.
- Potential removal for Aquanastics class fee
- Potential for shared services between the Southern Midwest Y Alliances (Marketing/Finance/HR/Professional Development)

- **Executive Director/CEO Report:**

- Shared Services
 - Sept. 20th. Upper Midwest State Alliance reps (Chris & Brad) hosted a meeting with the 4 new executives from southern Minnesota (Mankato, Albert Lea, Northfield, Worthington) to continue conversations of exploring shared services for Independent Y's ie: Marketing, Financials, Training -Professional Development, & Y-USA training.
- Potential Threat to YMCA associations
 - Karri is meeting with Y-USA to discuss the Department of Labors proposed employee wage increase for salaried staff and how it will affect our staffing and budget.
- Strong Community campaign
 - Currently \$75,716 of \$95,000 goal (79.7% of goal) \$895 from WRHCF match.

- **Other Business:**

- Y staff review board email address for calendar invites to ensure everyone is receiving them.
- Worthington Area Foundation Grant – 10k for Livestrong
 - Have been awarded \$10k for the LIVESTRONG program.
- Board member assigned to committees.
 - Andrea Johnson assigned to Finance
 - Kathreeya Edens assigned to Active Agers
 - Jeremy Hallquist assigned to Youth & Family
 - Maria Nelson will be assigned to Youth & Family
- Commitment requirements of Board members.
 - Kylie shared; Board members must be active Y members and actively involved. Discussion held pertaining to low attendance for committee and Board meetings. Kylie requested Y-staff review the Board members' e-mail address to ensure everyone is receiving the calendar invites as well as receive onboarding orientation.

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Next board meeting will be held on November 20th from 5-6pm. Board members are highly encouraged to stay for the Volunteer Appreciation event from 6-7pm.
- Department Reports
 - Program Director, Aquatic Director, Fitness & Wellness Director, and CAL Director

Adjournment:

- Meeting adjourned by Kylie at 12:44 p.m.
 - *A Motion was made by Ryan Enderson, seconded by Alaina Kolpin, and unanimously carried.*

Next Month's Meeting Dates

- Board Development Committee: Wednesday, November 8th at noon, YMCA
- Finance Committee: Wednesday, November 15th at noon, YMCA
- Youth & Family Involvement & Achievement: Monday, November 20th at noon, YMCA
- Marketing Committee: February 2024
- Active Aging Committee: Monday, November 20th at 11am, YMCA
- Executive Committee: TBD
- Board Meeting: Monday, November 20th at 5pm, YMCA. (6pm Volunteer Recognition event)

Submitted by:

Karri Olmanson

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



PINK

Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes September 25, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kylie Turner, America Voss, Adam Dahlquist, Josh Dale, Lori Dudley, Ryan Enderson, Bill Gordon, Andrea Johnson, Kathreeya Edens, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Jeremy Hallquist, Alaina Kolpin

Staff Present: Mark Wibbens, Khristyna Lupkes

Call to Order: @ 12:01 pm by Kylie Turner

Invocation: Mark Wibben

Consent Agenda

- Kylie called to go over July minutes.
 - Motion made by Alaina, 2nd by Adam – Motion Carried

Board of Directors Business:

- ❖ **Welcome new Board Members**
 - Kathreeya, Jeremy, Andrea
- **Committee/Task Force Updates**
 - **Finance Committee:**
 - ◆ Did not have enough members in attendance for quorum.
 - **Youth & Family Involvement & Achievement Task Force:**
 - Did not meet.
 - **Board Development Committee**
 - Did not meet.
 - **Active Agers Task Force:**
 - Discussed cleanliness of building – Marsden is not doing a great job.
 - The front of the building is not friendly/inviting.
 - Floors in gym/MPR are dirty.
 - Trash laying on floors.
 - Discussion with board – possibility to hire full-time and a part-time employee to clean the building instead of having an agency. Mark stated that with two employees we would end up paying more in wages, benefits, etc. than we are currently paying Marsden. Ryan Enderson brought up reviewing the contract with Marsden to see if there is a clause in the contract that if they do not meet the quality standard that we do not make payment. It was also brought up that the closing front desk staff should do a walkthrough of the building to pick up trash, candy wrappers, etc., before leaving for the night.
 - **Marketing Task Force**
 - Did not meet.
 - **Executive Committee:**

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER
1501 Collegeway
P 507 376 6197
W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- **Executive Director/CEO Report:**

- Strong Community campaign
 - Currently \$75,716 of \$95,000 goal (79.7% of goal) \$1,350 from WRHCF match.
- Water World
 - Last day was August 26th, 2023
 - ◆ Fabric sails above the slides need to be taken down.
 - ◆ Installing gate to close off parking lot – will not need to be snow plowed during the winter
 - Leak found, state required changes being made.
 - ◆ Line leak found underneath the old outdoor pool, three options to fix.
 - Remove concrete and replace the pipe
 - Close/fill the old outdoor pool
 - Try to put in a liner to cover the leak depending on the size of the hole.

- **Other Business:**

- Worthington Area Foundation Grant – 10k for Livestrong
 - We are applying for this grant to help cover costs for the Livestrong Program
- Cruise Dinner Catering
 - The Mav – two meat buffet, plus fish option, and dessert.
- Board member assignments to committees
- Department Reports
 - Program Director, Aquatic Director, Fitness & Wellness Director, and CAL Director

Adjournment:

- Meeting adjourned by Kylie at 12:44 p.m.

Next Month's Meeting Dates

- Board Development Committee: TBA
- Finance Committee: TBA
- Increase Youth & Family Involvement & Achievement: TBA
- Marketing: TBD
- Active Aging Committee: TBD
- Executive Committee: TBD
- Board Meeting: Monday, October 30th, at Noon, at the YMCA

Submitted by:

Khrystyna Lupkes

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

Worthington Area YMCA Board – Closed Session Minutes

DATE	August 28 th , 2023
TIME	12:40

IN ATTENDANCE

Kenton Meier, Kylie Turner, Jason Gerdes, Lori Dudley, Adam Dahlquist, Josh Dale, Beve Vajgrt, Jeremy Hallquist and Alaina Kolpin.

NEW CEO HIRING OF KARRI OLMANSON

- President Kylie Turner presented to the Board of Directors that Karri Olmanson accepted the CEO position within the Worthington Area YMCA. This offer is contingent on an acceptable background check.
- Her start date would be Monday, October 2nd, 2023.
- Kylie commented on the hiring process and gave thanks to those that attended the social event on Thursday, August 24th.
- Alaina commented on her concerns regarding the logistics being Karri's family will continue to live in Mankato and Karri potentially staying with a relative in Fulda. Kenton stated that in her offer letter was language requiring Karri to relocate to Worthington withing 12 months of her start date. A relocation package up to a certain amount was also available as a benefit.
- Overall, Karri will bring a positive and energetic presence to the Worthington YMCA. She is a certified trainer with the Y-USA and has a proven ability to build successful programming.
- The announcement to the staff would be after all candidates were notified that they weren't chosen.
- Lori Dudley made the motion to approve the hiring of Karri Olmanson with Adam Dalquist seconding the motion.

CLOSING OF THE CLOSED SESSION

- Members of the Board of Directors came out of the closed session at 12:55 pm. Lori made the motion to approve to close the session and Jeremy Hallquist with the second.

Sincerely,

Jason B. Gerdes
Secretary



PINK

Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes August 28, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kenton Meier, America Voss, Randy Thompson, Jason Gerdes, Lori Dudley, Ryan Enderson, Bill Gordon, Adam Dahlquist, Kylie Turner, Josh Dale, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Alaina Kolpin

Staff Present: Mark Wibbens, Khrystyna Lupkes

Call to Order: @ 12:05 pm by Kylie Turner

Invocation : Kylie Turner

Consent Agenda

- Kylie called to go over July minutes.
 - Motion made by Kenton, 2nd by Jason – Motion Carried

Board of Directors Business:

❖ Committee/Task Force Updates

- **Finance Committee: Did not meet**
 - Board reviewed the financials for July.
 - ◆ Motion by Lori – 2nd by Josh – Motion Carried
- **Marketing Task Force**
 - Did not meet
- **Youth & Family Involvement & Achievement Task Force:**
 - Did not meet
- **Board Development Committee**
 - Did not meet
- **Active Agers Task Force:**
 - Discussed live strong program for cancer patients and survivors.
 - Clay county fair trip
- **Executive Committee:**
 - CEO Search
- **Executive Director/CEO Report:**
 - Strong Community campaign
 - Currently \$75,716 of \$95,000 goal (79.7% of goal)
 - Water World
 - Last day was August 26th, 2023
 - Briefly discussed numbers, increasing prices for 2024
 - Inspection was completed – passed
 - Leak Detection and winterization to be done on 08/29/2023
 - Indoor Pool
 - Repairs and painting is now finished

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Pool was re-opened on 08/16/2023

Other Business:

- Cruise Dinner Catering Options
 - Board wants to serve fish since the cruise dinner will be during lent and held on a Friday
 - Would like to have all catering done through one source (preferably local)
 - Get quotes from The Mav and JBS possible provide meat
 - Retiring Board Members
 - Randy Thompson – will also relieve himself from the Finance Committee at the end of 2023
 - Kenton Meier – will also relieve himself from the Finance Committee at the end of 2023
 - Jason Gerdes – Served 6 years on the Board
- Department Reports
- Program Director, Aquatic Director, Fitness & Wellness Director, and CAL Director

Adjournment:

- Meeting adjourned by Kylie at 12:41 p.m.

Next Month's Meeting Dates

- Board Development Committee: TBA
- Finance Committee: TBA
- Increase Youth & Family Involvement & Achievement: TBA
- Marketing: TBD
- Active Aging Committee: Monday, September 18th at 11am, YMCA conference room
- Executive Committee: TBD
- Board Meeting: Monday, September 25th at Noon, at the YMCA

Submitted by:

Khrystyna Lupkes

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

Worthington Area YMCA Board – Closed Session Minutes

DATE

August 28th, 2023

TIME

12:40

IN ATTENDANCE

Kenton Meier, Kylie Turner, Jason Gerdes, Lori Dudley, Adam Dahlquist, Josh Dale, Beve Vajgrt, Jeremy Hallquist and Alaina Kolpin.

NEW CEO HIRING OF KARRI OLMANSON

- President Kylie Turner presented to the Board of Directors that Karri Olmanson accepted the CEO position within the Worthington Area YMCA. This offer is contingent on an acceptable background check.
- Her start date would be Monday, October 2nd, 2023.
- Kylie commented on the hiring process and gave thanks to those that attended the social event on Thursday, August 24th.
- Alaina commented on her concerns regarding the logistics being Karri's family will continue to live in Mankato and Karri potentially staying with a relative in Fulda. Kenton stated that in her offer letter was language requiring Karri to relocate to Worthington within 12 months of her start date. A relocation package up to a certain amount was also available as a benefit.
- Overall, Karri will bring a positive and energetic presence to the Worthington YMCA. She is a certified trainer with the Y-USA and has a proven ability to build successful programming.
- The announcement to the staff would be after all candidates were notified that they weren't chosen.
- Lori Dudley made the motion to approve the hiring of Karri Olmanson with Adam Dalquist seconding the motion.

CLOSING OF THE CLOSED SESSION

- Members of the Board of Directors came out of the closed session at 12:55 pm. Lori made the motion to approve to close the session and Jeremy Hallquist with the second.

Sincerely,

Jason B. Gerdes

Jason B. Gerdes

Secretary

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.



PINK

Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes June 22, 2026 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kenton Meier, America Voss, Randy Thompson, Jason Gerdes, Lori Dudley, Ryan Enderson, Bill Gordon, Adam Dahlquist, Kylie Turner, Josh Dale, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Alaina Kolpin

Staff Present: Mark Wibbens Payton Marquardt

Call to Order: @ 12:04 pm by Kylie Turner

Invocation: Dan Bernstrom

Consent Agenda

- Kylie called to go over May minutes.
 - Motion made by Josh, 2nd by Kenton – Motion Carried

Board of Directors Business:

❖ Committee/Task Force Updates

- **Finance Committee:**
 - Reviewed the financials for May
 - Skate Park discussion
 - Motion made by Adam, 2nd by Dulce
 - Gift Business Friends Campaign grant of 14,000
- **Marketing Task Force**
 - Did not meet
- **Youth & Family Involvement & Achievement Task Force:**
 - Went over new ideas to get kids to the YMCA after school
 - Talked about after school programming at the intermediate
 - More Staff and Volunteers getting official shirts
- **Board Development Committee**
 - Deadline for new CEO Candidate Aug 24th
 - New board member
 - Motion made by Dan, 2nd by Lori
- **Active Agers Task Force:**
 - Discussed using outdoor facility for classes
 - Talked about gym floor cleaning
- **Executive Committee:**
 - Went over the plan for the upcoming months with CEO
 - Indoor pool to be closed for 4 weeks for renovations
 - Blue is the new color of indoor pool
- **Executive Director/CEO Report:**
 - Strong Community campaign
 - Major gifts and businesses are wrapped up

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Friends of the Y campaign email sent out

Grants Applied for:

- NA
 - Aquatics Center
 - Running smoothly, last day open is August 26th.

Other Business:

- Department Reports

Adjournment:

- Meeting adjourned by Kylie at 12:52 p.m.

Submitted by:

Payton Marquardt



Worthington Area YMCA – DeGroot Family Center

Board of Directors Meeting Minutes

May 22, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kenton Meier, America Voss, Randy Thompson, Jason Gerdes, Lori Dudley, Ryan Enderson, Bill Gordon, Adam Dahlquist, Kylie Turner, Josh Dale, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Alaina Kolpin

Staff Present: Mark Wibbens Payton Marquardt

Call to Order: @ 12:01 pm by Kylie Turner

Invocation: Dan Bernstrom

Consent Agenda

- Kylie called to go over April minutes.
 - Motion made by Josh, 2nd by Kenton – Motion Carried

Board of Directors Business:

❖ Committee/Task Force Updates

- **Finance Committee:**
 - Reviewed the financials for April.
 - ◆ Motion by Kenton – 2nd by Jason – Motion Carried
 - Numbers are tracking up, approved fire panel restore.
 - ◆ Motion by Jason – 2nd by Randy – motion carried.
- **Marketing Task Force**
 - Did not meet
- **Youth & Family Involvement & Achievement Task Force:**
 - Went over T-shirts for all YMCA help and employees
 - Talked about after school programing at the intermediate
- **Board Development Committee**
 - Next meeting for CEO pursuit to take place Wednesday 5/24/23
 - Possibly push back August “party” to September or October
 - Highschool student to become a non-voter on the board, 2-year term
 - Motion by Roxanne 2nd by Randy
- **Active Agers Task Force:**
 - Discussed using outdoor facility for classes
 - Discussed changing our cleaning crew
- **Executive Committee:**
 - Went over the plan for the upcoming months with CEO
 - Discussed Inside pool closing for renovations
- **Executive Director/CEO Report:**
 - Strong Community campaign
 - Major gifts and businesses are wrapped up
 - Friends of the Y needs a campaign email sent out

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

- Currently \$41,440 of \$95,000 goal

Grants Applied for:

- NA
 - Aquatics Center
 - ◆ Staffing: hired 33, goal is to hire 38 for the summer months
 - ◆ Staff uniforms, signage, office equipment, AED's, have all been ordered
 - Inspector cleared outdoor facility
 - Schedule was discussed that JoElle made, it is the June schedule and tentative as the schedule could change for July and August
 - We are still expecting a Memorial Day Weekend opening
 - Concrete work is done

Other Business:

- Department Reports
 - Program Director, Aquatic Director, Fitness & Wellness Director, and CAL Director
 - Gym equipment, cut back on ellipticals.

Adjournment:

- Meeting adjourned by Kylie at 12:42 p.m.

Submitted by:

Payton Marquardt



Worthington Area YMCA – DeGroot Family Center Board of Directors Meeting Minutes April 24, 2023 – Kylie Turner, Presiding

Board Members (Those present are shown in bold): Kenton Meier, America Voss, Randy Thompson, Jason Gerdes, Lori Dudley, Ryan Enderson, Bill Gordon, Adam Dahlquist, Kylie Turner, Josh Dale, Roxane Hayenga, Beve Vajgrt, Dan Bernstrom, Dulce Willardson, Alaina Kolpin

Staff Present: Meredith Daley and Khrystyna Lupkes

Call to Order: @ 12:03 pm by Kylie Turner

Invocation: Dan Bernstrom

Consent Agenda

- Kylie called to go over March minutes.
 - *Motion made by Josh, 2nd by Jason – Motion Carried*

Board of Directors Business:

❖ Committee/Task Force Updates

➤ Finance Committee:

- Reviewed the financials for March.
 - ◆ Motion by Kenton – 2nd by Jason – Motion Carried
- Endowment Account funds to be moved into operating account.
 - ◆ Motion by Lori – 2nd by Kenton – motion carried.
- Meredith to be removed from operating accounts as signer – Effective May 2, 2023
 - ◆ Motion made by Randy – 2nd by Dulce – motion carried.
- Kylie, Josh, and Adam to be added to accounts as signers.
 - ◆ Motion made by Kenton – 2nd by Jason – Motion Carried

➤ Marketing Task Force

- Did not meet

➤ Youth & Family Involvement & Achievement Task Force:

- Did not meet

➤ Board Development Committee

- Riley Declined Board position
- Adam is going to contact Tina Nichol
- Katheria Edens – Approved to join board
 - Motion by Jason – 2nd by Kenton – Motion Carried
- Kylie will follow up with Roxanne Hayenga regarding staying on for a second term

➤ Active Agers Task Force:

- March Minutes Briefly Discussed

➤ Executive Committee:

- Update in Interim plans
 - Waiting to hear back from Marshal regarding the support they can offer
 - Cory and Jordan will be available for support/sounding board for full time staff

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

➤ **Executive Director/CEO Report:**

- Strong Community campaign
 - Major gifts and businesses is underway; wrap up date is May 5th
 - Friends of the Y needs a campaign lead
 - ◆ Will reach out to past volunteers to see if they will lead this campaign
 - If not, Kenton has agreed to head up this campaign as well
 - Kick off is May 8th
 - Currently \$36,440 of \$95,000 goal

Grants Applied for:

- YUSA Anti – Racism grant - not awarded
- Community grant has been awarded for \$14,792.75
- United Way
 - ◆ Application due 4/29 will hear on 5/12
- Aquatics Center
 - ◆ Staffing: hired 31, 4 interviewed and need to take the class; goal is to hire 38 for the summer months
 - ◆ Staff uniforms, signage, office equipment, AED's, have all been ordered
 - Inspector is set to come on May 15th
 - ◆ Todd with the city came as a guest speaker to touch on the progress of the outdoor facility
 - Signs are being made by Harvey Signs Co.
 - Schedule was discussed that JoElle made, it is the June schedule and tentative as the schedule could change for July and August
 - We are still expecting a Memorial Day Weekend opening
 - Concrete work should be done by Friday, April 28th
 - May 1st the crew will begin plastering that will need to cure for 5 days
 - May 1st – seasonal passes will be going on sale at the field house and the YMCA

Other Business:

- Department Reports
 - Program Director, Aquatic Director, Fitness & Wellness Director, and CAL Director
 - \$17/hr through county is only for 1 employee per business
 - \$11/hr + \$1,000 bonus will be used for summer camp staff

Adjournment:

- Meeting adjourned by Kylie at 1:09 p.m.

Next Month Meetings:

- Board Development: Wednesday, May 10 - 12pm-1pm
- Finance Committee: Tuesday, May 16 - 5pm-6pm
- Increase Youth & Family Development: Monday, May 15 – 12 – 1pm
- Marketing: Wednesday, May 17 - 12pm-1pm
- Active Aging Committee: Monday, May 15 – 11am-12pm
- Executive Committee: TBD
- Board Meeting: Monday, May 22 - 12pm-1pm

Submitted by:

Khrystyna Lupkes

WORTHINGTON AREA YMCA – DEGROOT FAMILY CENTER

1501 Collegeway

P 507 376 6197

W YMCAWORTHINGTON.ORG

Our Mission: To put Christian Principles into practice through programs that help build spirit, mind, and body for all.

PUBLIC SAFETY MEMO

DATE: FEBRUARY 12, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEMS

1. **CONSIDERATION OF RESOLUTION RE-AUTHORIZING INTERNET CRIMES AGAINST CHILDREN TASK FORCE AGREEMENT**

Since December 2008 the Worthington Police Department has been a member of the Minnesota Internet Crimes Against Children (ICAC) Task Force. The Task Force operates under a Joint Powers Agreement (JPA) administered by the Minnesota Bureau of Criminal Apprehension. The Task Force partnership provides expertise and assistance and has been instrumental in local convictions for crimes related to the possession of child pornography. WPD assigns a Detective as a representative to the Task Force for local cases.

The current JPA will expire soon and the renewal will be effective through May 31, 2029 (see **Exhibit 1** - JPA renewal).

Staff requests Council action to adopt the proposed Resolution (**Exhibit 2**) authorizing the Mayor, City Clerk, and Public Safety Director to sign this agreement on behalf of the City.

2. **ACCEPTANCE OF PROGRAM FUNDS - DARE DONATION**

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

Council action is requested to adopt a resolution (**Exhibit 3**) accepting the \$150 donation.



STATE OF MINNESOTA

JOINT POWERS AGREEMENT MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE

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

Recitals

Under Minnesota Statutes, § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in these activities. The Governmental Unit wants to participate in the Minnesota Internet Crimes Against Children (ICAC) Task Force and be provided reimbursement of the following: equipment, training, and expenses (including travel and overtime) as are incurred by law enforcement as a result of ongoing investigations.

Agreement

1. Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes, § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement to implement a three-pronged approach of prevention, education and enforcement to combat internet crimes against children. This Agreement provides the mechanism to reimburse the Governmental Unit for equipment, training and expenses (including travel and overtime), which are incurred by law enforcement as a result of these investigations.

3. Standards

The Governmental Unit will adhere to the ICAC Program standards identified below.

- 3.1 Investigate activities related to internet crimes and the exploitation of children through the use of computers.
- 3.2 Investigate organizations to disrupt and dismantle crimes committed against children.
- 3.3 Investigators will follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures. Investigators will follow proper legal procedures in securing evidence, including electronic devices.
- 3.4 Investigators will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
- 3.5 Investigators will use, as appropriate, the most current investigative technologies and techniques.

- 3.6 Investigators must be licensed Minnesota peace officers.
- 3.7 Investigators will comply with the guidelines of the Department of Justice Internet Crimes Against Children Program Operational and Investigative Standards.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

- 4.1.1 Assign a Governmental Unit point of contact to act as the liaison between it and the BCA ICAC Project Commander to assist in reimbursement deadlines.
- 4.1.2 Submit an ICAC reimbursement request for pre-approval of funds. This request shall include a description of the item requested for reimbursement and an explanation of how it qualifies under the required criteria in Clauses 3.1 and 3.2 and an operational plan.
- 4.1.3 Conduct investigations in accordance with provisions of the ICAC Operational and Investigative Standards, identified in Clause 3.7 above, and conclude the investigations in a timely manner.
- 4.1.4 Allow BCA to inform participating agencies of potential case connections based on data submitted to BCA through the ICAC Program.
- 4.1.5 Not comingle ICAC funds with any other existing federal or state grant funded overtime or additional local Governmental Unit funding.

4.2 The BCA will:

- 4.2.1 Provide a Senior Special Agent who will serve as the Commander of the Task Force.
- 4.2.2 Review and approve or decline reimbursement requests under clause 4.1.2 within seven (7) business days of the reimbursement request.

- 4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a Governmental Unit acting through its employees.

5. Payment

- 5.1 To receive reimbursement for an expense, Governmental Unit must make a request for reimbursement to the BCA Authorized Representative under the required criteria for operational and investigative standards.
- 5.2 To receive approved reimbursement, Governmental Unit must submit an expense form no later than 15 business days after the end of the month during which the expense is incurred.
- 5.3 The BCA will pay the Governmental Unit within thirty (30) calendar days of the submission of the expense form.
- 5.4 In the event Governmental Unit breaches this Agreement, it will not be eligible to receive reimbursement for any expenses.

6. Authorized Representatives

The BCA's Authorized Representative is the following person or his successor:

Name: Bobbi Jo Pazdernik, Commander of MN ICAC
 Address: Department of Public Safety; Bureau of Criminal Apprehension
 1430 Maryland Street East
 Saint Paul, MN 55106
 Telephone: 651-793-7000
 E-mail Address: bobbijo.pazdernik@state.mn.us

The Governmental Unit's Authorized Representative is the following person or his/her successor:

Name: Troy, Appel, Public Safety Director
 Address: Worthington Police Department
 1530 Airport Road
 Worthington, MN 56187
 Telephone: 507-295-5400
 Email: tappel@co.nobles.mn.us

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA.

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

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

9. Audits

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

10. Government Data Practices

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

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

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

12. Expiration and Termination

- 12.1** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.
- 12.2** In the event that federal funding is no longer available, the BCA will email the Governmental Unit's Authorized Representative and terminate the Agreement. The termination will be effective two (2) business days after email notification to the Governmental Unit; and the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

13. Continuing Obligations

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

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

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000085301

2. GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: Mayor

Date: _____

By: _____

Title: City Clerk

Date: _____

By: _____

Title: Public Safety Director

Date: _____

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

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

WHEREAS, the City of Worthington on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers.

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

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

2. That the Public Safety Director, Troy Appel, or his successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

3. That Rick Von Holdt, the Mayor for the City of Worthington, and Mindy Eggers, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

(SEAL)

Mayor

Attest: _____
City Clerk

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A DONATION OF FUNDS

WHEREAS, the City of Worthington has been notified that the Early-Riser KIWANIS members, hereinafter “Donor” desired to donate funds to the City; and

WHEREAS, Donor has placed the following restrictions upon the fund distribution: \$150 to be expended in support of the Worthington Police Department’s DARE program.

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

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

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

Approved this _____ day of _____, 20____, by a two thirds majority vote of the Worthington City Council with the following members voting in favor thereof:

_____, and _____; and the following members opposed:
_____, _____, _____ (if not, so state).

(SEAL)

CITY OF WORTHINGTON

BY: _____
Rick Von Holdt, Its Mayor

ATTEST: _____
Mindy Eggers, Its Clerk

PUBLIC WORKS MEMO

DATE: FEBUARY 12, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

CASE ITEM1. SPRING CLEAN-UP PRICE DISCUSSION

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

The current price of these tags is \$11.00. The price of the special items has remained the same as far back as 2013. In 2013 the total cost to do this cleanup project was \$49,961.00. The total cost of spring clean-up in 2023 was \$72,409.00. 2023 revenue for this operation was \$20,868.00 from special pick up tag sales and \$51,616.53 from monthly charges on residential utility bills for total revenue collection of \$72,484.53. The budget for 2024 spring clean-up is approximately \$76,000.00.

Staff would like Council to consider increasing the price of a tag from \$11.00 to \$15.00. City staff has researched other communities in the area that have similar programs. Below are the most current rates they are charging:

City	Mattress, Box Spring, Furniture	Appliances	Electronics
Luverne	\$30.00	\$15.00	County
Slayton	\$20.00	\$10.00	\$30.00
Windom	\$17.00	Not taken	Not taken
Marshall	(No cleanup, Self-haul to Lyon County)		
Fairmont (Self-Haul)	\$15.00	\$15.00	\$15.00

Council action is requested to consider the price for Spring Clean-up tags.

ADMINISTRATIVE SERVICES MEMO

DATE: FEBRUARY 12, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

CONSENT AGENDA CASE ITEMS

1. APPLICATION TO CONDUCT OFF-SITE GAMBLING - ST. MARY'S CHURCH/SCHOOL

St. Mary's Church Worthington has submitted an application for Exemption from Lawful Gambling as follows:

Organization:	St. Mary's Church
CEO:	Michelle Loosbrock
Type of Event:	Raffle
Date & Location of Event:	April 10, 2024 St. Mary's School 1206 8 th Avenue

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

Council action is requested on the Application for Exemption from Lawful Gambling for the St. Mary's Church.

2. APPLICATION TO CONDUCT OFF-SITE GAMBLING - WORTHINGTON REGIONAL HEALTH CARE FOUNDATION, INC.

Worthington Regional Health Care Foundation, Inc. has submitted an application for Exemption from Lawful Gambling as follows:

Organization:	Worthington Regional Health Care Foundation, Inc.
CEO:	Jeff Rotert
Type of Event:	Raffle
Date & Location of Event:	July 15, 2024 GreatLife Worthington Golf 851 W. Oxford Street

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

Council action is requested on the Application for Exemption from Lawful Gambling for the Worthington Regional Health Care Foundation, Inc.

CASE ITEMS

1. **ON-SALE SUNDAY LIQUOR LICENSE APPLICATION - VOAK-JANSSEN POST 3958 (VFW)**

The Voak-Janssen Post 3958 has submitted an application (*shown as Exhibit 3*) for an On-Sale Sunday Liquor License. The VFW currently holds a Club On-Sale Liquor License and would like to add Sunday Liquor. The fee is \$200.00 per year and will be pro-rated at \$83.30 for February 13, 2024 through June 30, 2024 at which time will renew for the license period of July 1, 2024 through June 30, 2024.

All of the required fees and paperwork has been received.

Council action is requested to approve the Sunday On-Sale Liquor License application for the Voak-Janssen Post 3958.

2. **ON-SALE AND SUNDAY LIQUOR LICENSE APPLICATION - JEBENA ETHIOPIAN CUISINE**

The Jebena Ethiopian Cuisine Restaurant has submitted an application for an On-Sale and Sunday Liquor License application shown as *Exhibit 4*. The fee is \$3,200.00 per year and will be pro-rated at \$1,599.96 for February 13, 2024 through June 30, 2024 at which time it will renew for the license period of July 1, 2024 through June 30, 2024.

All of the required fees, paperwork, and background check has been received and completed.

Council action is requested to approve the On-Sale and Sunday Liquor License application for the Jebena Ethiopian Cuisine.

3. **RESOLUTION APPOINTING ELECTION JUDGES AND ALTERNATES FOR THE MARCH 5, 2024 PRESIDENTIAL NOMINATION PRIMARY ELECTION**

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

Election.

Exhibit 5 is a resolution appointing the slate of judges (also included in the Exhibit) for the March 5, 2024 Presidential Nominating Primary Election, and authorizing the City Clerk to appoint additional or alternate election judges should the need arise for the primary election as provided by Statute 204B.21, Subd. 2.

Council action is requested to adopt the resolution appointing the March 5, 2024 Presidential Nomination Primary Election Judges, and authorizing the City Clerk to appoint additional or alternate judges as necessary.

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

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

<u>Housing & Redevelopment Authority Board</u>	Re-appoint Mike Kuhle to a first five-year term, term to expire October 31, 2028
--	--

Re-appoint Salvadore Adame to a first five-year term, term to expire October 31, 2028

<u>Cross Cultural Advisory Committee</u>	Appoint Leah Gossom to replace Jesse Nitzschke, who declined to serve another term, term to expire December 31, 2026
--	--

<u>Public Arts Commission</u>	Re-appoint Blake Regnier to a second three-year term, term to expire November 30, 2026
-------------------------------	--

Re-appoint Brett Lehman to a second three-year term, term to expire November 30, 2026

<u>Planning Commission</u>	Re-appoint Michael Hoeft to a first three-year term, term to expire March 31, 2026
----------------------------	--

<u>Airport Advisory Board</u>	Appoint Armand Eshleman to replace Brian Larsen who served two terms, term to expire September 30, 2028
-------------------------------	---

Appoint Phil Willardson to replace and fill the unexpired term of Trent Palm, who moved

from the community, term to expire
September 30, 2025

Center for Active Living

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

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

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

5. **RESOLUTION APPROVING CHARTER COMMISSION MEMBERS
APPOINTMENTS AND REAPPOINTMENTS**

On October 9, 2023 City Council approved the Nominating Committee recommendations for committee appointments and reappointments. Under Minnesota Statutes §410.05, Subdivision 3, the City Council of the City of Worthington must also, by resolution, (***shown as Exhibit 6***) nominate the eligible individuals and submit a petition to the district court to appoint the individuals as members of the Worthington City Charter Commission. Aaron Kinser, the Charter Commission Attorney, is recommending that the members currently serving a second term for the commission be added to the resolution for reappointment as well.

Council action is requested to adopt the resolution.

6. **PROFESSIONAL SERVICES AGREEMENT - REVIEW OF COMPENSATION
ADMINISTRATION POLICY**

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

- Evaluating the current salary structure,
- Reviewing exempt and non-exempt wage grades,
- Reviewing annual COLA adjustments and appraisal process,
- Reviewing the position scoring and pointing methodology,
- Reviewing paid time off and health insurance benefits,

- Providing recommendations for linking performance rating to compensation decisions, and
- Reviewing and providing recommendations for performance evaluation.

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

Staff requested a proposal from Abdo Solutions to provide further services to complete a comprehensive compensation and classification study. It is Staff's intent to have any changes to the compensation plan adopted by Council ahead of the current bargaining unit agreements termination on December 31, 2024.

The scope of work to be performed by Abdo, presented in ***Exhibit 7***, include:

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

The above scope of work will be performed for a fee of \$59,950.00 and will be funded with unallocated American Rescue Plan funds.

Council action is requested.

7. PROFESSIONAL SERVICES AGREEMENT - CITY HALL IMPROVEMENTS STUDY

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

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

The scope of work is detailed in the attached ***Exhibit 8***. The architectural, mechanical and electrical engineering work will be performed for a fee of \$6,500.00.

Council Action is requested.

8. MEMORANDUM OF UNDERSTANDINGS - BARGAINING UNIT AGREEMENT AMENDMENTS

Amendments to the current bargaining unit agreements were agreed upon by the City Council and Water & Light Commission as part of the 2024 budget discussions. Attached as ***Exhibit 9*** are Memorandum of Understandings (MOU's) for each of the three bargaining units representing City employees. The terms of the MOU's are detailed below.

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

Council is requested to approve the above noted MOU's and authorize execution of them by the Mayor and Clerk.

9. EVENT CENTER UTILITIES AND ROYALTY PAYMENTS

At the April 13, 2020 meeting, City Council approved suspending the collection of the ten percent gross sales royalty fee from the Event Center operator and that the City would pay all Event Center utility expenses due to mandated closures imposed by Governor Walz and the State of Minnesota. Since that time, the City has paid \$116,128.53 in utility expenses while last collecting management fees in December 2019. Management fees collected in 2019 were \$23,115.61.

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

Council discussion and action is requested.

10. ACCEPTANCE OF ARTMOBILE GRANT OFFERED THROUGH SOUTHWEST INITIATIVE FOUNDATION

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

Council action is requested to approve accepting the Southwest Initiative Foundation grant.

11. ICE ARENA FINANCIAL COMMITMENT

Requests for the City to participate in funding and operating a new ice arena have been brought forward by members of the community and public organizations. The City Council has been asked to consider their commitment to financial, operational and ownership involvement in a possible new or renovated ice arena.

The City has three sources of possible funding for a new ice arena; Undesignated Reserves, General Obligation Bonds, and Local Option Sales Tax Revenue.

Council's discussion should include the following parameters:

- Commitment to the project,
- Total financial commitment, and
- Conditions that Council may set to secure the City's commitment.

Council discussion is requested.

12. INFORMATIONAL ITEM - 2024 LOCAL BOARD OF APPEAL AND EQUALIZATION

The Nobles County Assessor's Office has notified us that the 2024 Local Board of Appeal /Equalization for the City of Worthington has been scheduled for **9:00 a.m. on Thursday, May 2, 2024** in the Nobles County Commissioner's Room. In order to conduct the meeting, there must be a quorum present, and at least one Local Board of Appeal and Equalization

Trained member in attendance. Currently, the Mayor and Council Members Ernst, Cummings, Kielblock and Kolpin are certified by the State.

A meeting invite has already been sent to City Council but as a reminder please make sure it's on your calendar.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization

Name: The Church of St. Mary of Worthington

Previous Gambling

Permit Number: X

Minnesota Tax ID

Number, if any: _____

Federal Employer ID

Number (FEIN), if any: _____

Mailing Address: 1215 7th St.

City: Worthington

State: mn

Zip: 56110

County: Nobles

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: _____ CEO Email: _____

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal

☒ Religious

☐ Veterans

☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): St. Mary's School

Physical Address (do not use P.O. box): 1206 8th Ave.

Check one:

☒ City: Worthington

Zip: 56187

County: Nobles

☐ Township: _____

Zip: _____

County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 4-10-24

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

☐ Bingo

☐ Paddlewheels

☐ Pull-Tabs

☐ Tipboards

☒ Raffle

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

LG220 Application for Exempt Permit**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Michelle Kosbok Date: 1-8-24
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

An equal opportunity employer

Exhibit 1

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Worthington Regional Health Care Foundation, Inc. Previous Gambling Permit Number: X- 94792-003

Minnesota Tax ID Number, if any: --- Federal Employer ID Number (FEIN), if any: ---

Mailing Address: 700 2nd Avenue

City: Worthington State: MN Zip: 56187 County: Nobles

Name of Chief Executive Officer (CEO): Jeffrey J. Rotert

CEO Daytime Phone: --- CEO Email: wrhcf@outlook.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ---

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☒ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): GreatLife Worthington Golf

Physical Address (do not use P.O. box): 851 W. Oxford Street

Check one:

☒ City: Worthington Zip: MN County: 56187

☐ Township: --- Zip: --- County: ---

Date(s) of activity (for raffles, indicate the date of the drawing): July 15, 2024

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

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

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

LG220 Application for Exempt Permit

4/23
Page 2 of 3

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 1/18/24
(Signature must be CEO's signature; designee may not sign)

Print Name: Jeffrey J. Rotert

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- a copy of your proof of nonprofit status; and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

Exhibit 2
An equal opportunity employer



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Worthington License Period From: 11-24 To: 12-31-24

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☐ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Voak-Janssen VFW Post 3958 Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Voak Janssen VFW Post 3958 Business Address 1117 2nd Ave City Worthington

Zip Code 56137 County Nobles Business Phone 507-376-3800 Home Phone _____

Home Address _____ City _____

Licensee's Federal Tax ID # _____ Licensee's MN Tax ID# _____
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Superior Point Policy # 046714.813

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>
Exhibit 3



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Worthington License Period From: 1-3-24 To: 6-30-24

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ 3000.00 Sunday License fee: \$ 200.00 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Jebera Ethiopian Cuisine DOB _____ Social Security # _____
Minilik Mersha (corporation, partnership, LLC, or Individual)

Business Trade Name _____ Business Address 1032 Oxford Street City Worthington

Zip Code 56187 County Andes Business Phone 507-343-3865 Home Phone _____

Home Address: _____ City _____

Licensee's Federal Tax ID # _____ Licensee's MN Tax ID# _____
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Minilik Mersha Amar Mersha
Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name _____ Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>
Exhibit 4

CITY OF WORTHINGTON
RESOLUTION NO. _____

**A RESOLUTION APPOINTING ELECTION JUDGES AND ALTERNATES
FOR THE MARCH 5, 2024 PRESIDENTIAL NOMINATING PRIMARY ELECTION**

WHEREAS, Minn. Statute 204B.21 states that Election Judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

WHEREAS, Minn. Statute 204B.21 also states that the appointments shall be made before the election at which the Election Judges will serve, except that the appointing authority may pass a resolution authorizing the appointment of additional Election Judges before the election if the appointing authority determines that additional election judges will be required; and

WHEREAS, Minn. Statute 204B.23 states the municipal Clerk may assign Election Judges to fill vacancies as they occur.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Worthington, Nobles County, Minnesota, appoints the attached slate to serve as Election Judges and Alternate Election Judges for the above referenced election.

BE IT FURTHER RESOLVED, the City Council of the City of Worthington, Nobles County, Minnesota, pursuant to Minn. Stat. 204B.23 does hereby appoint the City Clerk to assign Election Judges to fill vacancies as they occur.

Adopted by the City Council of the City of Worthington, Nobles County, Minnesota, this 12th day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick Von Holdt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

2024 PRESIDENTIAL PRIMARY ELECTION JUDGES

Beth Habicht
Mary Oberloh
Linda Nelson
Joan Behrends
Al Thiner
Lon Lien
Kathy Harberts
Ginny Lien
Sally Anne Benson
Donna Reimer
Kathy Roslansky
Kate Schlauch
Simon Koster
Rose Weitgenant
Lori Petersen
Margaret Geertsema
Karen Magyar
Patty LeBrun
Linda Kuhle
Shirley Olson-Kuehl
Lorraine Edwards
Mary Kor
Jeff Faragher
Michael Brignac
Sandi Schlomann
Cheryl Avenel-Navara
Michelle Perry
Lynn Herrick
Diana Vallego
Darla Dekam
Judy Fischer
Jim Laffrenzen
Jackie Johnson
Paula Laffrenzen
Larry Comminck
Mary Wagner
Mike Vosburgh
Jan Slater
Steven Taylor

RESOLUTION NO. _____

RESOLUTION REGARDING CHARTER COMMISSION APPOINTMENTS

BE IT RESOLVED by the City Council of the City of Worthington, Minnesota, that, pursuant to Minnesota Statute §410.05, the following individuals are nominated for appointment to the Charter Commission for the City of Worthington.

A. A first 4-year term, term to expire March 31, 2027

Lon Lien, 333 Galena Street, Worthington, MN 56187

B. Completing a four-year term, term to expire March 31, 2025

Chris Heinrichs, 235 Clary Street, Worthington, MN 56187

C. Replace Marty Rickers, who passed away, term to expire March 31, 2027

Matt Kennedy, 1017 Elmwood Avenue, Worthington, MN 56187

D. Replace Elwin Aggen, who resigned his position, term to expire March 31, 2027

Andy Johnson, 2330 Cherrywood Lane, Worthington, MN 56187

E. Re-appoint current members that are eligible to serve another four-year term, term to expire March 31, 2027

Zuby Janssen, 240 Lake Avenue, Worthington, MN 56187
Melissa Elsing, 1134 W. Lake Avenue, Worthington, MN 56187
Glenn Thuringer, 1930 Driftwood, Worthington, MN 56187
Jay Vargas, 730 Thompson Avenue #4, Worthington, MN 56187

F. Re-appoint members that are currently serving a second four-year term, term to expire March 31, 2025

Larry Iten, 1401 Elmwood Avenue, Worthington, MN 56187
Pat Remme, 1801 South Shore Drive, Worthington, MN 56187
Pat O'Neill, 506 Oxford Street, Worthington, MN 56187
Tom Macklin, 1037 Wilbur Street, Worthington, MN 56187
Josh Miller, 1728 S. Shore Drive, Worthington, MN 56187
Paul Woll, 1960 Dorathea Boulevard, Worthington, MN 56187
Phillip Benson, 1085 Briarwood, Worthington, MN 56187

The City of Worthington does hereby direct that a petition should be filed to appoint these

individuals as members of the Worthington City Charter Commission:

Lon Lien, 333 Galena Street, Worthington, MN 56187
Chris Heinrichs, 235 Clary Street, Worthington, MN 56187
Andy Johnson, 2330 Cherrywood Lane, Worthington, MN 56187
Matt Kennedy, 1017 Elmwood Avenue, Worthington, MN 56187
Zuby Janssen, 240 Lake Avenue, Worthington, MN 56187
Melissa Elsing, 1134 W. Lake Avenue, Worthington, MN 56187
Glenn Thuringer, 1930 Driftwood, Worthington, MN 56187
Jay Vargas, 730 Thompson Avenue #4, Worthington, MN 56187
Larry Iten, 1401 Elmwood Avenue, Worthington, MN 56187
Pat Remme, 1801 South Shore Drive, Worthington, MN 56187
Pat O'Neill, 506 Oxford Street, Worthington, MN 56187
Tom Macklin, 1037 Wilbur Street, Worthington, MN 56187
Josh Miller, 1728 S. Shore Drive, Worthington, MN 56187
Paul Woll, 1960 Dorathea Boulevard, Worthington, MN 56187
Phillip Benson, 1085 Briarwood, Worthington, MN 56187

Said resolution adopted by the City Council of the City of Worthington on this 12th day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick Von Holdt, Mayor

ATTEST: _____
Mindy Eggers, City Clerk



Proposed by

Leah Davis, CPA

Partner | Abdo

leah.davis@abdosolutions.com

P 507.524.2347

December 11, 2023

SERVICE PROPOSAL FOR

City of Worthington

7738 Commerce Circle, Greenfield, Minnesota 55373

abdosolutions.com | Mankato, MN - Edina, MN - Scottsdale, AZ

Executive Summary



Steve Robinson, City Administrator
City of Worthington
303 Ninth Street
Worthington, Minnesota 56187

Dear Steve,

Thank you for the opportunity to submit this proposal to the City of Worthington (the City) to partner with your team on a variety of customized Human Resources and Compensation initiatives. Based on our experience with the type of work outlined in the proposal and our in-depth understanding of government employers, I'm confident the scope of services outlined in this proposal will address your needs and provide you the clarity you need to confidently move forward with HR related changes and transition.

Abdo's success has been driven by utilizing staff that is experienced and well trained in governmental planning, human resources, payroll, compensation systems, and operations. We understand that there are certain factors that are most important to the City in the selection of a consultant. Factors like our attention to detail, overall project approach, collaboration with City staff and the quality of work and outcomes are just a few of the ways we set ourselves apart in our abilities and value to your City.

Our approach to this project is to engage with City staff to ensure we have an exceptional understanding of the project, each individual's role in the project, overall expectations and needs, as well as exceptions to standard operations. Throughout the project, there will be periodic meetings with City staff to share information, solicit input and provide updates. Based on our experience, we will structure each phase of the project to emphasize efficiencies and streamline processes. By spending time on the front-end evaluating positions, goals, objectives and needed deliverables, the end product for the City will be one that provides analysis and recommendations for marketable, consistent, compliant, and forward-thinking programs and policies.

INVOLVEMENT OF City PERSONNEL- No matter the experience of our Abdo team, we recognize that the most critical goals and deliverables of any project relies on collaborating with the right people at the right time. Your internal staff and leadership are key to truly understanding your organization and developing solution that works in "real life."

ABILITY TO SUCCESSFULLY COMPLETE ALL REQUIREMENTS - A component of our mission statement is a philosophy that we will assist clients in reaching their maximum potential by open communications and teamwork. This means we will do the following for you:

- Present to you a clear project plan
- Use portal technology to share and collaborate documents
- Provide an environment that solicits and welcomes ideas and strategies from the City team
- Present recommendations in clear, concise and non-technical terms to all members of the City team
- Collaborate with City team and software vendor to ensure alignment
- Return phone calls and emails promptly

EXPERIENCE WITH SIMILAR PROJECTS - We believe our experience with similar projects and our expertise in governmental planning, human resources, payroll, compensation systems, and process and planning is greater than any other CPA or advisory Firm in Minnesota.

UNDERSTANDING OF THE PROJECT AND ABILITY OF THE FIRM TO COMPLETE THE EXPECTED SCOPE OR WORK ON SCHEDULE AND WITHIN BUDGET - Abdo is committed to a team environment that gives us the ability to complete projects on time and on budget. We leverage our staff to ensure the work is being completed by the appropriate individuals and reviewed by a partner of Abdo. We understand the parameters and expectations of this project and will complete the expected scope of work on schedule and within budget.

ACCOMPLISHING PROJECT OBJECTIVES - Our approach to a project is heavily dependent on communication and technology. We believe that listening to your needs, concerns and challenges is of the utmost importance for a successful project. Our experience and knowledge of government operations allows us to provide independent assessment and recommendations, lighting a clear path forward for City leadership. We use portal technology to securely share and collaborate on documents. This allows us to expedite our work, provide answers to staff questions quickly and communicate instantaneously with City staff.

We look forward to meeting with you to discuss our proposal and appreciate this opportunity to present Abdo for your consideration.

Abdo



Leah Davis, CPA

Partner | Abdo

The Abdo Difference

At Abdo, we believe in the importance of relationships. This core value is the foundation of our approach to delivering the best experience and outcomes for our clients. It's inherent in our people and the way we work. We know that for our clients to be successful, it takes more than having experience and credentials – we take the time to listen to their unique motivations, goals, and challenges. We truly care about their journey and where their path leads.

Our process is built around a deep commitment to every client:

*We light the path forward so you can proceed with **confidence**.*

*We're the **partner** you can trust to help you along the way.*

*We're the **catalyst** who empowers you to reach your goals.*



Human Resources Consulting

OUR HUMAN RESOURCES EXPERTS PROVIDE:



Customized HR Support

As-needed support to handle challenging and confusing HR issues, including workplace investigations. We can help translate the rules into real-world solutions.



HR Assessment Projects

Gain clarity of your entire organization through documentation of your current HR policies and procedures, identification of potential risk areas, and recommendations for long-term process and program improvements to help you move forward with confidence.



HR & Payroll Automation

Leverage technology and automation to keep your organization compliant while minimizing the paper shuffle so you can free up your time to focus on your people.



Employee Handbook Development and Manager/Employee Training

Provide your leaders and employees with clear and predictable policies that work in real life and are tailored to your unique organization.



Benefit Plan Value Analysis, Enrollment Support, and Employee Education

Ensure your employee benefit investment is built around what your employees value most and receives the recognition and appreciation it deserves.



Affordable Care Act (ACA) Compliance

Leverage the extensive knowledge of our HR professionals to ensure your organization is proactive and compliant in all areas of ACA planning, management, and reporting.



Performance Management Program Development and Training

Develop customized and intentional programs to motivate, measure, and reward the key behaviors that drive real organizational success.



Manager and Leadership Training

Design customized and comprehensive training curriculum for leaders and employees to support a culture of continuous development and learning. Training topics may include, but are not limited to, sexual harassment, disability accommodation, effective communication and feedback, goal-setting and performance management, change management, and constructive conflict.



Total Compensation Program and Marketability Analysis

Ensure confidence that your compensation program is competitive, motivating, and focused on retaining your highest performers.

Your Team

Based on our ability to provide the requested services, our shared core values, and an understanding of your unique needs, we have the resources, knowledge, people and services to light the path forward for your City.

We have assembled a team with relevant experience who are committed to working with you to ensure success. Each team member is briefly profiled below and full professional biographies can be provided upon request.



LEAH DAVIS, CPA

Partner
leah.davis@abdosolutions.com
P 507.524.2347



MICHAEL MOONEY, SPHR, SHRM-CP

Senior Associate
michael.mooney@abdosolutions.com
P 952.715.3043



BRITTNEY BAUER

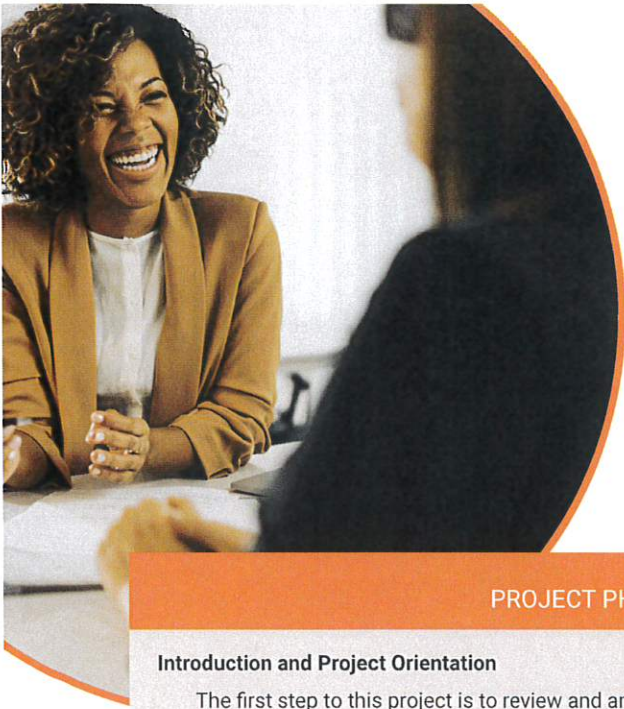
Senior Associate
brittany.bauer@abdosolutions.com
P 507.304.6836



HALIE JOHNSON

Associate
halie.johnson@abdosolutions.com
P 507.304.6848





Project Plan and Timeline

A clear implementation process coupled with frequent and consistent updates is critical to any successful project. The project scope and timeline below includes update meetings with the City leadership and other staff, designed to provide project updates, solicit comments, review progress, and address any challenges.

PROJECT PHASE	TIMELINE
Introduction and Project Orientation The first step to this project is to review and analyze data provided by the City. This includes the existing job descriptions and current compensation model, and any other data the City has available. After this review, we will meet with the City and department leadership to discuss overall project expectations, define strategic goals and outcomes, identify current compensation challenges, and discuss project timelines. This is also an opportunity for the City and department leadership to ask for clarification on the project and address any questions or concerns they may have.	DAY 1 - 15 <i>depending on City availability</i>
Comprehensive Job Description Review Beginning with the existing City job descriptions, we will engage with City staff to ensure that all position descriptions are current and accurately reflect current job duties, experience requirements, cognitive requirements and physical requirements for each position. All job descriptions will be reviewed for compliance with the Fair Labor Standards Act (FLSA) and the Americans with Disabilities Act (ADA/ADAA) and formatted to ensure consistency. Final drafts will be presented to City leadership for final review and approval.	DAY 16 - 45
Position Classification Evaluation Using the City's job descriptions and our Abdo Position Scoring Methodology (see Appendix A for more information on the Abdo Methodology), which we have utilized for over 10 years, and in collaboration with City leadership, we will evaluate and assign position point values for each City position and organize positions into hierarchical order, based on point assignment.	DAY 46 - 55
Labor Market Employers Criteria and Selection Our team will solicit input from City and department leadership to develop a list of comparable organizations, based on size, geography, and City services, to be used in the wage analysis.	
Compensation Analysis Abdo will complete a full wage/compensation market survey, utilizing the 2023 Minnesota Local Government Salary and Benefit Survey put out by the League of Minnesota Cities as well as direct wage data surveys and private sector compensation resources, where applicable. This analysis will include recommendations for maintaining marketable wage scales into future years as well as evaluating approaches to longevity recognition.	DAY 56 - 70

PROJECT PHASE	TIMELINE
Classification & Compensation System Development and Compliance Testing <p>The overall structure of the compensation study and system structure will be reviewed and updated according to the compensation and performance management philosophies of the City and will include identification of current or potential pay compression, pay equity, and collective bargaining issues. Once the proposed structure is completed, all data will be tested for compliance with Federal and State regulations, including Minnesota Pay Equity reporting for all municipal entities.</p>	DAY 71 - 90
Final Documents and System Presentation <p>All documents will be reviewed with the City Management team in draft format before finalization and distribution. Final reporting will include comprehensive project findings, recommendations, description of overall methodology utilized in the project, data analysis, and estimated implementation costs and recommended implementation process.</p> <p>The City will be provided with all tools and resources to administer and maintain the proposed compensation model into the future. Once approved by the City Management team, report findings and recommendations will be presented, in person or virtually, to the City Council for review and discussion.</p>	DAY 91 - 120 <i>depending on City availability</i>
Implementation and System Administration Training/Support <p>Our team will develop and lead a customized compensation system implementation and maintenance program for leadership and applicable staff. Training will include suggestions for appropriately awarding step increases and documented plan administration best practices.</p>	
Develop Position Reclassification and Review Policy <p>We are also available to work with internal leadership to develop a formal position review and reclassification request policy to consistently evaluate future requests for position scoring or compensation changes.</p>	
Post Contract Support Services <p>On an as needed basis, Abdo will be available to review new or significantly altered job descriptions, including determination of points and salary ranges for the position, as well as provide documentation support for future pay equity reporting to the Minnesota Department of Management.</p>	<i>Optional & as directed by the City</i>

Value

SERVICE & PRICE GUARANTEE

Our work is guaranteed to the complete satisfaction of the client. Upon payment of your invoices, we will judge you have been satisfied, however, we welcome further conversation, if, in any way, you feel your expectations are not being met.

Please understand, however, that the price we have quoted considers and relies upon the following:

- The information you agree to provide is on time and complete to the degree indicated in our agreement.
- Your key management, finance, or human resources team members don't change during our service period.
- No undisclosed or newly arising complexities, claims, or significant transactions, occur that impact our service period. This includes emergence of
- yet unspecified revisions to any prior period work that would need to occur before we can perform our agreed services.
- No new tax, regulatory, or other reporting requirements are introduced between now and the end of our service period.

A full scope of services, including estimated hourly charges, is listed on the following pages.

ADDITIONAL SERVICES

Should you request services in addition to the Contracted Services, we will provide you with proposed fees for the services to be provided. You shall be required to sign a written or electronic confirmation of your request for additional services prior to implementation.

PAYMENT TERMS

Initial invoice will be sent within 10 days of the execution of this agreement.

Contract Execution 30% of Contract

Delivery of 1st Draft Report 40% of Contract

Delivery of Final Report to Board Remaining Balance

This quote is valid for ninety (90) days following the proposal submission deadline.

POST CONTRACT SUPPORT SERVICES OPTIONS

Annual Market Study Updates

In the future, should you wish to conduct annual updates of relevant position market data, Abdo provides options for clients to perform a full market wage analysis, provide recommendations for updates to your existing compensation structure to ensure ongoing alignment with your compensation philosophy, and provide a cost analysis of any suggested changes.

Individual Position Reclassification/Scoring

As you change or add new positions within your City, Abdo is always available to assist with job description development and review, position reclassification and scoring, and to provide documentation support for future Minnesota pay equity reporting.

Formal Position Reclassification and Review Policy Development

Since positions change over time and employees may occasionally request classification/scoring reviews, make sure your City has a clear, consistent and manageable process and policy in place to handle changes and requests. Abdo will help you draft a customized policy to ensure that you're proactively addressing and administering your position classification maintenance as you move forward.

ABDO CONTRACT TASK - COMPREHENSIVE COMPENSATION & CLASSIFICATION STUDY	TOTAL COSTS NOT TO EXCEED
---	------------------------------

Job Description Updates & Review: assumes 67 individual positions	
Option 1: Assuming Abdo performs all job analysis questionnaires, description updates, and regulatory review	\$23,000
Option 2: Assumes the City performs all job analysis questionnaires, using Abdo provided tools and templates, and provides Abdo with current and updated job descriptions for regulatory review	\$5,600
Position Classification Evaluation: assumes 67 individual positions	8,700
Market Compensation Analysis: assumes 67 individual positions	2,900
Classification & Compensation System Development and Recommendations: Includes combining non-exempt and exempt salary schedules.	4,000
Minnesota Pay Equity Testing: current and proposed pay systems	1,000
Final Documents & Report of Findings and Recommendations: includes up to 2 report draft revisions, up to 2 meetings with City leadership and in-person presentation to Council and related travel time/mileage	8,700

TOTAL PROJECT INVESTMENT (LUMP SUM NOT TO EXCEED)	\$48,300 OR \$30,900 (depending on job description option selected)
--	--

OPTIONAL ADDITIONAL SERVICES:	INVESTMENT
-------------------------------	------------

Annual Market Study Updates	\$3,500
Individual Position Reclassification/Scoring Updates	\$325/position with current description
Develop Formal Position Reclassification and Review Policy	\$1,900

Development of Performance Review Tools and Program

Phase 1: Review of Current Performance Program and Identification of Key Performance Metrics

Phase 1: \$4,750

Meet with City leadership to document and assess current performance management program, including the Merit Matrix. This process includes strategic discussions related to long-term City plans to ensure that you are able to identify and motivate the skills and talent that will be necessary to achieve organizational goals. During this process we will work with City leadership to identify key metrics and behaviors that drive organizational traction and success and that can be motivated and measured by the future performance management system.

Phase 2: Development of Performance Management Process, Tools, and Training Program

Phase 2: \$4,500

Building upon Phase 1, Abdo will develop and document an overall performance management program, including processes, forms/tools, timelines, and manager/employee trainings and communication programs. This phase intends to develop a fully operational process while providing guidance on effective organizational rollout, messaging, and leader training.

Phase 3: Customized Manager/Supervisor and Employee Training

Phase 3: \$2,400

Based upon the specific needs of the City's leadership team, Abdo will develop a customized on-site training and development program intended to elevate the level of staff coaching, communication, and development. This training will fully align with the City's performance management program and philosophy and would aim to help leaders and supervisors both implement the new performance management tools as well as improve their ability and confidence when coaching, providing ongoing feedback, addressing conflict, managing poor performers, and helping staff set impactful goals.

Value-Added Services

When you partner with Abdo, you get access to our entire catalog of services. Below is a selection of the additional solutions that we believe could be of great value to your City. If you have need of these services, please reach out to us so we can help! Our additional service offerings can be found at www.abdosolutions.com.

HR & PAYROLL SERVICES

We help employers better support their most valuable resource...their people. Having clear and consistent HR practices that best suit the individuality of your City is key, even more so in today's tight employment environment. And because the right policies are just as important, we lend our HR expertise to help you strategically plan for your future.

We help cities with:

- Employee management and development
- Regulatory compliance
- Benefits analysis and administration, including the Affordable Care Act (ACA) and workers' compensation
- HR/Payroll software implementation and management
- Advisory services such as specialized labor cost analysis, compensation studies, and HR process development and implementation

ACCOUNTING & FINANCIAL SERVICES OUTSOURCING

With a staff of experienced professionals, we develop and implement creative solutions for cities of all shapes and sizes. We rely on a proven process to provide your City with the very best quality and value in financial management solutions.

Our outsourced accounting and financial services include:

- Monthly accounting
- Temporary accounting help
- CFO/Finance Director outsourcing

AUDIT & ASSURANCE

We specialize in simplifying the complex. Our audit professionals go beyond the required audit to make sure you have a clear understanding of your City's financial information. We have a specialized team of auditors that can perform your City's financial statement audit along with the following specialized audits:

- Employee Benefit Audits (401k, 403b, etc.)
- Single Audits
- Lawful Gambling Audits
- Extended Employment Audits
- Review & Compilation Services

Why Partner with Abdo

LIGHTING THE PATH FORWARD

In a world of ever-changing complexity, people need caring, empathetic and highly skilled professionals they can depend on to provide the right advice and solutions for them. Our clients seek growth and success, but also want security and confidence. For nearly 60 years, Abdo has provided insights for our clients to help them achieve their goals.

That same innovative spirit is also what has earned us the title of being one of the top accounting firms in the Midwest. Abdo is a better firm today because of the efforts we made to support a culture driven by our core values of growth, relationships, and teamwork.

With this foundation in place, we have successfully helped our clients identify and break through their own growth barriers. Every challenge they face is an opportunity for us to listen, understand and empower them with solutions and a plan to achieve their goals. It's fulfilling to serve as the catalyst that helps them overcome obstacles that block their progress.

When it comes to our working relationships, we are partners. We're confidants. We're the catalyst that sparks true business growth, providing guidance through every challenge and opportunity along the way.

ABOUT ABDO

Abdo is a full-service accounting and consulting firm that delivers customized strategies and innovative solutions to help businesses, governments and nonprofits succeed. With more than 180 professionals and nearly six decades of experience, Abdo is ranked as one of the top accounting firms in the Midwest. It is a licensed CPA firm with offices located in Minneapolis and Mankato, Minnesota, and Scottsdale, AZ. Abdo's commitment to its clients is to gain in-depth knowledge of their unique challenges, opportunities, and needs. Through this consultative approach, Abdo partners with organization leaders to light the path forward to confidently reach their goals.

"Listening to our clients' needs, understanding their challenges, and adjusting how we work together is key to our partnership with the people we serve."

-- Steve McDonald, CPA | Managing Partner



*An ongoing quest to
be better, together*

OUR COMMITMENT TO DIVERSITY, EQUITY, & INCLUSION

At Abdo, we recognize the need for continuous improvement in diversity, equity and inclusion initiatives throughout our firm and the accounting industry at large. We believe that when we understand each other better, we grow better together.

Over the past year, we have increased our efforts to promote diversity, equity, and inclusion within our firm and community through implicit/unconscious bias, anti-harassment, and interview training. Our Diversity, Equity, and Inclusion Committee continues to implement new ideas, projects, and initiatives to move our firm forward through learning, understanding, and improving on these issues.

We continue to increase our number of women at the highest leadership level. We strive for continued growth in our ability to attract and retain women and people of color within our firm and we are working towards greater equity and diversity for all within our industry.

In order to build a more inclusive work environment, the firm has implemented diversity and inclusion education through partnering with expert speakers and trainers. Please let us know if you have any ideas on how we can improve diversity, equity, and inclusion at Abdo.



61%

*of our employees
are female*



51%

*of our
management level
employees are
female*



23%

*of our interns this
year were people
of color*

ABDO DIVERSE SCHOLARSHIP & INTERNSHIP PROGRAM

Abdo was a proud co-sponsor of the AICPA PCPS George Willie Ethnically Diverse Student Scholarship & Internship, which allows 10 ethnically diverse accounting students the opportunity to be awarded internships with a firm that has been selected by the AICPA. Upon conclusion of this successful partnership, we were inspired to create our own DEI Sponsorship program, annually awarding a rising diverse accounting student a scholarship & internship.



DEI Initiatives



PARTNERSHIP WITH NABA

Abdo is proud to sponsor the Minnesota State University, Mankato Chapter of NABA (National Association of Black Accountants) Inc. NABA is committed to increasing the number of African Americans in the accounting and finance professions and to promoting their success. As a firm, we are invested in not only increasing diversity within our organization but support diversifying the industry as a whole. We are committed to providing guidance and mentorship along with financial support to this organization.



GREATER MANKATO GROWTH DEI COLLABORATIVE

Abdo is a founding sponsor and member of Greater Mankato Growth's (the Mankato region's chamber of commerce) DEI Collaborative. This collaborative was formed to discuss what we could do as individuals, organizations, and the community to increase diversity and make our community a welcoming one. Together, we explored our individual biases, developed action plans to make a difference within our organization, and pledged to continue the work to make our community inclusive.



CEO ACTION PLEDGE

We are proud signatories of the CEO Action Pledge, a pledge signed by CEOs from different sectors, sizes, and geographical area to support more inclusive workplaces. As part of this pledge, we work toward goals including DEI education and recruiting. We promise to have the difficult conversations and make our firm, and this industry—one that better reflects the communities we live and work.



YWCA

We are committed to the continued support and advancement of women in our firm and in our communities. One of the ways we do this is through a partnership with YWCA Mankato, an organization whose mission is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom and dignity for all. We are proud sponsors of the Elizabeth Kearney Women's Leadership Program, Women's Leadership Conference, and Women of Distinction event.



COMMUNITY INVOLVEMENT

Every year, we come together as a firm to participate in what we call a "Day of Action." This gives us an opportunity to give back to organizations within our communities that support underserved populations. You can catch us volunteering at a food shelf, building houses, or helping at an After School Program. In addition, the firm pledges 24 hours of VTO (Volunteer Time Off), for each employee to volunteer at the nonprofit of their choosing. We truly believe we are better, together.



Appendix A

AGREEMENT FOR SERVICES

Agreement for Services

THIS AGREEMENT, is made and entered into on December 11, 2023, by and between the City of Worthington, Minnesota (hereinafter referred to as the "Client"), and Abdo LLP (hereinafter referred to as "Abdo" or the "Contractor").

Articles of Agreement & Recitals

WHEREAS, the Client is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees related to its own operations and arising out of the Contractor's activities;

The Contractor shall have no authority to bind the Client for the performance of any services or to obligate the Client. The Contractor is not an agent, servant, or employee of the Client and shall not make any such representations or hold itself out as such;

The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the Client at all times.

The Contractor may make recommendations and/or perform services on behalf of the Client but the Client is responsible for all final management decisions and for setting and administering any organizational policies, procedures, or other guidance that result in the services being performed. Further, with respect to the payroll services that are being provided, the Client is responsible for all originating documents (i.e. salary or hourly wage amounts, hours worked, benefits, premium pay policies, etc.) that affect payroll processing, and the Client will review and approve the payroll before or after its processed. The Contractor will not hold or have access to any Client funds as part of the services being provided.

The Contractor shall not accrue any continuing contract rights for the services performed under this contract.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

ARTICLE II

LIABILITY INSURANCE

Section 1 Liability Insurance: The Contractor shall obtain professional liability insurance, at its expense with liability insurance coverage minimums in the amount of \$2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide the Client with proof of liability insurance coverage under this Agreement in writing upon request by the Client.

ARTICLE III

DURATION OF THE AGREEMENT

Section 1 Duration: This Agreement shall commence upon date of execution by all parties and shall remain in effect for the duration of the consulting engagement, unless earlier terminated as provided in Subsections 2 or 3.

Section 2 Client's Termination Rights: Client may terminate this Agreement for its convenience by providing written notice of termination to Contractor. Upon any termination by Client for convenience, Client shall be obligated to pay for all services provided by Contractor through the date of termination set forth in the written notice. In addition, Client may terminate this Agreement for Contractor's failure to perform its services in accordance with the terms of this Agreement (termination for "cause") by providing Contractor written notice of intent to terminate that sets forth in detail the reasons for cause to terminate, which written notice shall afford Contractor a reasonable period of time of not less than ten (10) business days to cure the stated grounds for termination to the reasonable satisfaction of Client. In the event of Client's termination of the Agreement for cause, Client shall be obligated to pay for all services provided by Contractor through the date of termination.

Section 3 Contractor's Termination Rights: Contractor may terminate this Agreement upon thirty (30) days written notice to the Client in the event the Client does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by the Client. In the event of non-payment within thirty (30) days, Contractor shall give the Client an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the Client's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with sixty (60) days written notice.

ARTICLE IV

GENERAL

Section 1 Authorized Client Agent: The Client's authorized agent for the purpose of administration of this Agreement is the Client Operations Manager. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

Section 2 Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3 Assignability: The Contractor's rights and obligations under this Agreement are not assignable or transferable, but the Client's rights and obligations may be assigned to any successor entity upon ten (10) days notice.

ARTICLE IV (CONTINUED)

GENERAL (CONTINUED)

Section 4 Data: Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the Client, and any such data and materials shall be remitted to the Client by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local laws. Further, Contractor will have access to data collected or maintained by the Client to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the Client in the same manner as the Client is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Client. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the Client. The Client shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The Client agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the Client's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the Client from any claim, liability, damage or loss asserted against the Client as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the Client, as requested by the Client.

Section 5 Data Accuracy and Prompt Delivery: Client understands, acknowledges and agrees that Contractor's performance of services under this Agreement is dependent on Client promptly providing Contractor with accurate data, documents, and other information pertinent to the subject consulting engagement. Client shall provide Contractor access to data, documents and other information requested by Contractor in accordance with the project schedule mutually agreed to by Client and Contractor. Contractor also represents and warrants that said data, documents and information shall be reliable and accurate to the best of Client's knowledge and agrees that Contractor shall be entitled to rely on the accuracy of the same in the performance of its services under this Agreement. Client agrees to indemnify, hold harmless and defend Contractor from and against any liability, expense, cost, damages, claim and action, including attorneys' fees and costs, arising out of or relating to any errors, inaccuracies, or omissions in the data, documents and other information provided by Client to Contractor pursuant to this Agreement. Further, in the event of any delay on the part of Client to provide to Contractor required data, documents or other information or the identification of any errors, inaccuracies, or omissions in the data, documents or other information provided by Client, Contractor shall be entitled to an equitable adjustment of the schedule and compensation for the performance of its services resulting from said delay or need to address any errors, inaccuracies, or omissions in the data, documents or other information provided by Client.

Section 6 No Legal Advice: Client understands, acknowledges and agrees that the consulting services provided by Contractor under this Agreement do not include or constitute legal advice and that Contractor is not undertaking to provide Client legal advice in connection with the consulting engagement hereunder. Client further understands, acknowledges and agrees that the subject matter of this engagement, including regulatory compliance, implicates complex legal issues requiring assessment and advice from competent legal counsel. Client shall be responsible for engaging and/or consulting with legal counsel of its choosing to assess and advise Client regarding the propriety and legality of any recommendations, guidance or advice of Contractor arising from or relating to Contractor's performance of its services under this Agreement. Client agrees to indemnify, hold harmless and defend Contractor from and against any liability, expense, cost, damages, claim and action, including attorneys' fees and costs, arising from or relating to Client's payroll or other human resources policies and/or practices both prior to, during and following Contractor's provision of services under this Agreement, including, but not limited to, any claims by current or former employees of Client challenging the propriety or legality of said practices.

ARTICLE IV (CONTINUED)

GENERAL (CONTINUED)

Section 7 Entire Agreement: This Agreement is the entire agreement between the Client and the Contractor and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 8 Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein and such holding shall not invalidate or render unenforceable any other provision hereof.

Section 9 Contractor Fiscal Decision Waiver: Contractor is responsible for providing the Client with timely and accurate human resource recommendations and information that allows the Client the ability to make final human resource decisions. Contractor will provide final human resource recommendations, but Contractor is not responsible for the final decisions made regarding human resource matters and Client shall indemnify and hold Contractor harmless from the same.

Section 10 Client Employment of Contractor's Employees: The Client acknowledges and agrees that Contractor's workforce, including employees assigned to staff the engagement provided for under this Agreement, constitutes an important and vital aspect of Contractor's business. In recognition of the foregoing and the harm that Contractor will suffer in the event of the loss of one or more of its employees, the Client agrees that during the Term of this Agreement and for a period of six (6) months following the termination of this Agreement for any reason (the "Restrictive Time Period") the Client shall not, directly or indirectly, on behalf of itself or any person, firm, corporation, association or other entity, (a) recruit, solicit, or assist anyone else in the recruitment or solicitation of, any of Contractor's employees to terminate their employment with Contractor and to become employed by or otherwise engaged with or by the Client in any capacity independent of Contractor; (b) hire or engage any Contractor employee; or (c) otherwise encourage or induce any of Contractor's employees to terminate their employment with Contractor (collectively the "Contractor Employee Restrictive Covenant").

Notwithstanding the foregoing, Contractor may (but shall not be obligated to) consent to the Client's recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph provided that (a) the Client discloses to Contractor in writing its desire to recruit, solicit, employ or otherwise engage the Contractor employee independent of Contractor before engaging with the Contractor employee regarding any such potential relationship; (b) the Client agrees to pay Contractor a Restrictive Covenant Exception Fee (as hereafter defined) in the event the Contractor employee becomes employed by or otherwise engaged with the Client independent of Contractor; and (c) Contractor provides written consent to the Client to engage with the Contractor employee regarding any such relationship. For purposes of this Agreement, the Restrictive Covenant Exception Fee shall be the greater of: (i) 200% of the annual contracted cost of Contractor's services under this Agreement in addition to the annual contracted cost paid or due Contractor hereunder; or (ii) 200% of the fees paid or due Contractor for services provided under this Agreement during the twelve (12) month period immediately prior to the termination of this Agreement or, in the event the Agreement has not been terminated, during the twelve (12) month period immediately prior to Contractor's provision of written consent to the Client to engage in the recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph.

ARTICLE IV (CONTINUED)

GENERAL (CONTINUED)

Section 10 Client Employment of Contractor's Employees (Continued): In the event Contractor is unwilling to consent to the Client's recruitment, solicitation, employment, or other engagement of a Contractor employee otherwise prohibited by this paragraph and/or agree on the Client's payment of a Restrictive Covenant Exception Fee, then the Contractor Employee Restrictive Covenant shall remain in full force and effect. If the Client breaches or threatens to breach the Contractor Employee Restrictive Covenant, Contractor shall be entitled to injunctive and other equitable relief from a court of competent jurisdiction restraining the Client's breach of said covenant in addition to such other remedies as may be available to Contractor in law and equity, as well as the recovery from Client of Contractor's reasonable attorneys' fees and costs incurred in any such legal action. The Client also acknowledges, understands, and agrees that although the harm Contractor will suffer as a result of the Client's breach of the Contractor Employee Restrictive Covenant cannot be or is very difficult to accurately estimate, the sum which is the greater of (i) 200% of the average annual fees paid by the Client to Contractor for services under this Agreement during the three-year period preceding the breach, or (b) 200% of the employee's average annual compensation during the three-year period preceding the breach represents and constitutes a reasonable estimation of the damages to Contractor caused by Client's breach (the "Liquidated Damages Amount"). Therefore, at its sole election, Contractor may elect to enforce and compel the Client's compliance with the Contractor Employee Restrictive Covenant or to seek an award from Client of the Liquidated Damages Amount, together with the reasonable attorneys' fees and costs incurred by Contractor in connection with any legal action to obtain such relief.

Section 11 Compensation: The parties agree that the Contractor shall be paid compensation for the services provided hereunder, based on the fees indicated in the proposed client investment schedule and under the attached scope of services. Additional fees will not be incurred without prior approval of the Client.

Initial invoice for anticipated first month fees will be sent within 10 days of the execution of this Agreement. Monthly installment fees will be invoiced throughout the remainder of this Agreement. If the Agreement is for an hourly fee basis, invoices will be sent monthly.

Section 12 Additional Services: Should the Client request additional services in addition to the Contracted Services, the Contractor will provide the Client with proposed fees for the additional services to be provided. The Client shall provide a written or electronic confirmation prior to the proposed services implementation.

Section 13 Outside Contractors: It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill its obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

ARTICLE IV (CONTINUED)

LIMITATION OF LIABILITY

Section 1 Disputes: If any dispute arises between Abdo and the Client under this Agreement, the dispute shall first be submitted to mediation. The costs of mediation shall be shared equally by the parties. All disputes between Abdo and the Client arising out of this Agreement which cannot be settled directly or through mediation shall be resolved through binding arbitration in Mankato, Minnesota in accordance with the rules for resolution of commercial disputes then in effect of the American Arbitration Association, and judgment upon the award may be entered in any court having jurisdiction thereof. It is further agreed that the arbitrator may, in its sole discretion, award attorneys' fees and costs to the prevailing party.

Section 2 Limitation of Liability: Abdo's entire liability, and the Client's exclusive remedy, for Abdo's performance or non-performance under this Agreement shall be for Abdo to reimburse the Client the total charges for related services provided during the previous twelve months. ABDO WILL NOT, UNDER ANY CIRCUMSTANCES, BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OR FOR LOST PROFITS, SAVINGS OR REVENUES WHICH THE CLIENT MAY INCUR AS A RESULT OF ABDO'S FAILURE TO PERFORM ANY TERM OR CONDITION OF THIS AGREEMENT (EVEN IF IT HAS BEEN SPECIFICALLY ADVISED OF THE POSSIBILITY OF SUCH DAMAGES). The Client shall indemnify Abdo against, and hold each of them harmless from, any and all liabilities, claims, costs, expenses and damages of any nature (including reasonable attorney's fees and costs) in any way arising out of or relating to disputes or legal actions with Client's employees or any third parties concerning the provision of the services under this Agreement. The Client's obligations under the preceding sentence shall survive termination of this Agreement.



Appendix B

AGREEMENT FOR THE PROVISION OF
PROFESSIONAL SERVICES

Agreement for the Provision of Professional Services

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Worthington

303 Ninth Street

Worthington, Minnesota 56187



SIGNATURE

Steve Robinson

Abdo, LLP

100 Warren Street, Suite 600

Mankato, Minnesota 56001

A handwritten signature in cursive script that reads "Leah Davis".

Leah Davis, CPA

Partner | Abdo

December 11, 2023



Building a Better World
for All of Us[®]

February 1, 2024

RE: Exhibit A-1 Professional Services Fee
Proposal for City Hall Improvements Study

Steve Robinson
City Administrator
City of Worthington
303 9th Street
Worthington, MN 56187

Dear Mr. Robinson:

Thank you for the opportunity to submit this Proposal for Professional Services for the City Hall Improvements Study. Short Elliott Hendrickson Inc. (SEH) is pleased to present you with the following professional services fee proposal for the above referenced project.

Project Understanding

It is our understanding, based on information provided to date, that the City of Worthington would like to review the current condition and explore improvement options for the City Hall Building located at 303 9th Street. Included in the study would be a review of interior finishes, exterior cladding, windows, HVAC systems and controls, and lighting. Also included will be a review of the building's current configuration and possible security and access control improvements. At the conclusion of the proposed study a written report will be included to outline the recommended improvements and upgrades along with an estimate or probable cost.

Scope of Services

Our Scope of Services, as outlined below, includes architectural, mechanical and electrical engineering services. The following services are included:

- Review available existing building drawings, specifications, and reports.
- Conduct site visit by representatives from architectural, mechanical and electrical engineering disciplines to review and visually observe current building system conditions and configurations.
Review to include, but not be limited to the following:
 - Interior floor, wall and ceiling finishes
 - Exterior roofing, wall cladding, windows and door systems
 - Interior reception desk / lobby layout
 - Building access control features / layout
 - Interior lighting systems
 - General electrical power service and systems
 - HVAC equipment, controls and distribution systems
- Review building security and access control options at reception desk and main public entry / stairs.
- Meet with city staff to discuss current issues and proposed improvements.
- Prepare written report outlining current building conditions, recommended improvements and estimated cost of improvement.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110
SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 888.908.8166 fax

Assumptions

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

- The city will provide SEH with available existing building drawings, specifications and reports related to the original building construction, previous improvements and modifications to the building for review.
- The city will provide SEH access to the existing City Hall Building and site to conduct investigations as necessary for the orderly progress of the work.

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

1. Construction, bidding and permitting services.
2. Evaluation of existing structural systems
3. Energy modeling services.

Project Schedule

The services outlined in the scope of services listed above shall complete within approximately 6 weeks from receipt of a signed copy of this Agreement.

Project Fees

We propose to provide the professional services as defined in this proposal for a lump sum fee of \$6,500 inclusive of reimbursable expenses.

ADDITIONAL SERVICES

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

We are prepared to begin providing the services outlined in this proposal upon receipt of a signed copy of the attached Agreement for Professional Services. If you have any additional questions related to the proposed services in this proposal, please feel free to contact me at 952-215-8118, or at bbergstrom@sehinc.com. Thank you again for this opportunity, and we look forward to working with you on this project.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Brian Bergstrom, AIA
Director of Architecture | Principal

bmb

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

Agreement for Professional Services

This Agreement is effective as of February 1, 2024 between City of Worthington, MN (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: City Hall Improvements Study.

Client's Authorized Representative: Steve Robinson
Address: 303 9th Street
Worthington, MN 56187
Telephone: 507.666.5012 **email:** set@ci.worthington.mn.us

Project Manager: Brian Bergstrom, AIA
Address: 3535 Vadnais Center Drive
St. Paul, MN 55110
Telephone: 651.490.2031 **email:** bbergstrom@sehinc.com

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

Scope of Services: See attached Exhibit A-1.

Schedule: See attached Exhibit A-1.

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

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

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

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

Short Elliott Hendrickson Inc.

City of Worthington, MN

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

By: _____
Title: _____

Exhibit A-2
to Agreement for Professional Services
Between City of Worthington, MN (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated February 1, 2024

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

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

A. Lump Sum Plus Expenses Option

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

B. Expenses

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

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

C. Equipment Utilization

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

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

document1

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

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

B. Schedule

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

C. Additional Services

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

D. Suspension and Termination

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

SECTION II – CLIENT RESPONSIBILITIES

A. General

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

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.

3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.

4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.

5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions by Client or Client's employees or agents. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.

7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant's employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

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

costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.

2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV - GENERAL CONSIDERATIONS

A. Standards of Performance

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

B. Indemnity for Environmental Issues

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

C. Limitations on Liability

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

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

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

D. Assignment

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

E. Dispute Resolution

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

SECTION V - INTELLECTUAL PROPERTY

A. Proprietary Information

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

B. Client Use of Instruments of Service

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

C. Reuse of Documents

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

MEMORANDUM OF UNDERSTANDING

This Memorandum of Agreement is entered into between the City of Worthington (hereafter "Employer") and the Law Enforcement Labor Services, Inc. #4, (collectively the "Parties").

WHEREAS, the Union and the City are parties to a collective bargaining agreement in effect from January 1, 2022 to December 31, 2024; and

WHEREAS, the parties' desire to change ARTICLE 10 – WORK SCHEDULE to reflect changes in normal work day for 2024.

NOW, THEREFORE,

1. The parties have agreed ARTICLE 10, Section 10.1 will read as follows:

10.1 The sole authority in establishing work schedules is held by the EMPLOYER. The normal work day shall be twelve (12) consecutive hours (or as amended in writing by both parties) as designated on the official schedule, and the normal work week shall be an average of forty (40) hours.

10.1.1 The normal work year is two thousand and eighty (2080) hours to be accounted for by each full-time employee through:

- A. Hours worked on assigned shifts;
- B. Holidays; and
- C. Authorized leave time

WHEREAS, the parties' desire to change ARTICLE 13 - HOLIDAY LEAVE to reflect recent changes in Minnesota State Statute by adding Juneteenth – June 19th, as a paid holiday for 2024.

NOW, THEREFORE,

1. The parties have agreed ARTICLE 13, Sections 13.1 and 13.2 will read as follows:

13.1 An Employee shall receive eighty-eight (88) hours of paid holiday leave per year. Such holidays shall accrue as the holiday occurs.

13.2 An Employee shall be granted eleven (11) paid holidays:

New Years Day	January 1st
Martin Luther King Day	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday in November
Christmas Day	December 25 th

One floating holiday (to be designated by an Employee and approved by supervisor); will be paid for a full scheduled work shift.

WHEREAS, subsequent to the negotiations of the Agreement, other Minnesota public employers have made market adjustment to their compensation pay plans in response to the changing labor market; and

WHEREAS, Employer is desirous of retaining its current workforce and recruiting qualified applicants by providing a competitive wage to its employees.

NOW, THEREFORE, the Parties have agreed as follows:

1. Appendix A shall be amended as follows:

Effective January 1, 2024, Employees will receive a cost-of-living adjustment to their then current base hourly rate of pay of 6.0% effective January 1, 2024. An additional 3.0% market adjustment will be added to base pay of Peace Officer Standards and Training (POST) licensed law enforcement officers, effective January 1, 2024.

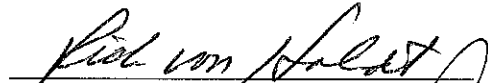
2. Salary Ranges Effective January 1, 2024 are shown in attached Exhibit "A".
3. This Memorandum of Agreement is based on recent economic conditions and shall not constitute a precedent with regard to any future matter between the Employer and the Union.

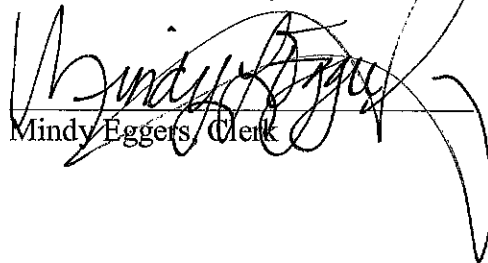
This Memorandum of Agreement represents the full and complete agreement between the Parties regarding these matters.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2024.

FOR THE CITY OF WORTHINGTON

FOR L.E.L.S. #4


Rick Von Holdt, Mayor


Mindy Eggers, Clerk

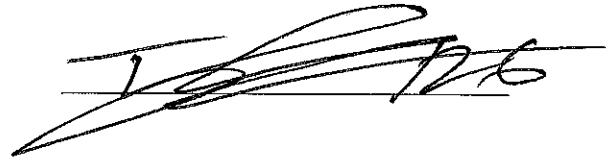

Jake Walker 123

EXHIBIT "A"

SALARY RANGES

Effective January 1, 2024, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Patrol/Detective Sergeant	\$35.74	\$42.05	\$48.36
Detective/Investigator/SRO	\$34.43	\$40.51	\$46.59
Patrol Officer	\$32.84	\$38.63	\$44.42
Dispatch	\$25.98	\$30.57	\$35.16

MEMORANDUM OF UNDERSTANDING

This Memorandum of Agreement is entered into between the City of Worthington (hereafter "Employer") and the Law Enforcement Labor Services, Inc. #274, (collectively the "Parties").

WHEREAS, the Union and the City are parties to a collective bargaining agreement in effect from January 1, 2022 to December 31, 2024; and

WHEREAS, the parties' desire to change ARTICLE 13 - HOLIDAY LEAVE to reflect recent changes in Minnesota State Statute by adding Juneteenth – June 19th, as a paid holiday for 2024.

NOW, THEREFORE,

1. The parties have agreed ARTICLE 13, Sections 13.1 and 13.2 will read as follows:

13.1 An Employee shall receive eighty-eight (88) hours of paid holiday leave per year. Such holidays shall accrue as the holiday occurs.

13.2 An Employee shall be granted eleven (11) paid holidays:

New Years Day	January 1st
Martin Luther King Day	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19 th
Independence Day	July 4 th
Labor Day	1st Monday in September
Veteran's Day	November 11 th
Thanksgiving Day	4th Thursday in November
Christmas Day	December 25 th

One floating holiday (to be designated by an Employee and approved by supervisor); will be paid for a full scheduled work shift.

WHEREAS, subsequent to the negotiations of the Agreement, other Minnesota public employers have made market adjustment to their compensation pay plans in response to the changing labor market; and

WHEREAS, Employer is desirous of retaining its current workforce and recruiting qualified applicants by providing a competitive wage to its employees.

NOW, THEREFORE, the Parties have agreed as follows:

1. Appendix A shall be amended as follows:

Effective January 1, 2024, Employees will receive a cost-of-living adjustment to their then current base hourly rate of pay of 6.0% effective January 1, 2024. An additional 3.0% market adjustment will be added to base pay of Peace Officer Standards and Training (POST) licensed law enforcement officers, effective January 1, 2024.

2. Salary Ranges Effective January 1, 2024 are shown in attached Exhibit "A".
3. This Memorandum of Agreement is based on recent economic conditions and shall not constitute a precedent with regard to any future matter between the Employer and the Union.

This Memorandum of Agreement represents the full and complete agreement between the Parties regarding these matters.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2024.

FOR THE CITY OF WORTHINGTON

FOR L.E.L.S. #274

Rick Von Holdt, Mayor

Mindy Eggers, Clerk



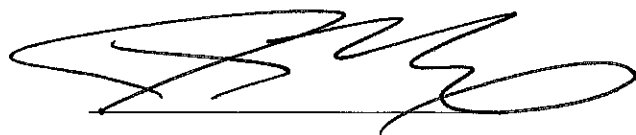


EXHIBIT "A"

SALARY RANGES

Effective January 1, 2024, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
Patrol/Detective Sergeant	\$35.74	\$42.05	\$48.36
Radio Dispatch Supervisor	\$31.05	\$36.53	\$42.01

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between the City of Worthington (hereafter "Employer") and the International Union of Operating Engineers, Local No. 49 (hereafter "Union") representing the Engineering, Public Utilities and Public Works unit, (collectively the "Parties").

WHEREAS, the Employer and the Union are parties to a collective bargaining agreement in effect January 1, 2022, until December 31, 2024 (the "Agreement"); and

WHEREAS, the parties' desire to change ARTICLE XVII - HOLIDAY LEAVE to reflect recent changes in Minnesota State Statute by adding Juneteenth – June 19th, as a paid holiday for 2024.

NOW, THEREFORE, the parties have agreed ARTICLE XVII will read as follows:

ARTICLE XVII HOLIDAY LEAVE

17.1 Employees shall receive eleven (11) holidays per year as outlined below:

New Years Day	January 1st
Martin Luther King Day	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving	4th Friday in November
Christmas Day	December 25 th

17.2 When New Year's Day, Juneteenth, Independence Day, Veteran's Day or Christmas Day falls on Saturday, the preceding Friday shall be the Holiday.

17.3 When New Year's Day, Juneteenth, Independence Day, Veteran's Day or Christmas Day falls on a Sunday, the following Monday shall be the Holiday.

17.4 An employee must work the day before and the day following a Holiday in order to be eligible for Holiday pay unless he/she has an excuse to be absent from an authorized supervisor.

17.5 When a Holiday falls on an employee's day off, he/she shall work his regular scheduled week and be compensated in lieu of the Holiday at the straight hourly time rate or take an additional day or shift off.

EXHIBIT "A"

SALARY RANGES

Effective January 1, 2024, the following hourly pay ranges will be in effect. Shift differential will continue to be paid on the basis specified in the shift schedules and contract.

	<u>Minimum</u>	<u>Control Point</u>	<u>Maximum</u>
<u>WATER</u>			
Water Operator III	\$31.88	\$37.50	\$43.13
Water Operator II	\$27.77	\$32.67	\$37.57
<u>PUBLIC WORKS</u>			
Public Works Operator III	\$28.61	\$33.66	\$38.71
Public Works Operator II	\$24.50	\$28.82	\$33.14
<u>WASTEWATER</u>			
Wastewater Lab Technician	\$29.82	\$35.08	\$40.34
Wastewater Operator III	\$31.88	\$37.50	\$43.13
Wastewater Operator II	\$27.77	\$32.67	\$37.57
<u>ENGINEERING</u>			
Engineering Technician	\$29.82	\$35.08	\$40.34
CAD/GIS Technician	\$29.82	\$35.08	\$40.34

ENGINEERING MEMO

DATE: FEBRUARY 12, 2024

TO: MAYOR AND COUNCIL

SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

AGENDA CASE ITEMS

1. PUBLIC HEARING ON EAST NINTH AVENUE SANITARY SEWER CONSTRUCTION

Staff will give a presentation during the public hearing.

[PRESENTATION]

Staff requests Council consider the resolution shown in *Exhibit 1* ordering improvements, and preparation of plans for East Ninth Avenue Sanitary Sewer Construction, as required by State Statue 429, to proceed with the assessment project.

2. APPROVE PLANS FOR CHURCH AVENUE PAVEMENT RECONSTRUCTION AND SECOND AVENUE STREET RECONSTRUCTION AUTHORIZE ADVERTISEMENT FOR BIDS

City staff has prepared plans and specifications for the Church Avenue Pavement Reconstruction and the Second Avenue Street Reconstruction projects. These two projects were presented and approved at the January 22nd, 2024 improvement hearing.

Staff recommends that council pass the resolutions shown in *Exhibit 2a and 2b*, approving the plan and specifications and authorize an advertisement for bid to be received on March 13, 2024 at 2:00 p.m. and considered for award at the March 25, 2024 Council meeting.

3. RESOLUTION PERTAINING TO INTENT TO BOND FOR COST INCURRED IN MAKING PUBLIC IMPROVEMENT

Federal tax regulations require that local governments declare the intent to reimburse themselves for prior costs incurred in making public improvements with proceeds from bonds. In other words, the City must state the intent to sell bonds for a project after significant costs have already been incurred for the project. It is typical for the City to temporarily finance improvements with construction fund reserves until an adequate amount of cost from various projects have been incurred to warrant the issuance of a bond. Staff

recommends that Council pass the resolutions in *Exhibit 3a and 3b* as it pertains. The maximum amount listed in the resolution is approximately 10% higher than the project estimate presented for the projects ordered by Council.

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

The East Okabena Lake Trail has received federal funding from the Transportation Alternatives program; however, the program requires a match of at least 20%. Since the cost of the trail project could be higher than initially anticipated, staff is seeking additional grant funding from a State agency to help reduce the local match or cover additional costs that weren't anticipated.

Task order 25, shown in *Exhibit 4*, provides professional services for a grant application for the Minnesota Department of Natural Resources Local Trail Connections Program. This program provides up to \$250,000 in funding for projects that must result in a trail linkage which is immediately available for use by the general public. The cost is not to exceed \$8,000. The application deadline is March 29th, 2024. This grant will require that the trail be completed by June 30, 2026.

Staff recommends the approval of Task Order 25 with Bolten and Menk, Inc.

5. **APPROVE LETTER OF SUPPORT FOR BUILDING RESILIENT INFRASTRUCTURE AND COMMUNITIES GRANT**

The County Ditch 12 stormwater pond is the next phase in mitigating flooding in the City. This application is to access funding to construct the proposed pond. As part of the Building Resilient Infrastructure and Communities (BRIC) program, a local funding match is required. The letter shown in *Exhibit 5*, serves as the City of Worthington's commitment to meet the local matching fund requirements for the Worthington County Ditch 12 Flood Mitigation Project application. Should the City be successful in obtaining funding through the BRIC Program, the local matching fund requirement will be ten percent (10%), totaling \$333,163.70. This amount will be provided as cash and/or in-kind contributions and will be paid upon receipt of all bills. The application deadline is February 15th, 2024. The City will have 36 months from the grant award to complete the project.

Staff recommends the approval of the letter of support for this application.

RESOLUTION NO. _____**ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND
SPECIFICATIONS**

WHEREAS, Resolution No. 2024-01-09 of the city council of the city of Worthington, adopted January 22nd, 2024, fixed a date for a council hearing to consider the making of an improvement of the following described property's by installing of a sewer main including permanent pavement:

Ninth Avenue East

The northwesterly 100 feet of Lot 11, Block 3, McLean's Sub-division of Block 40 and part of 50 in the Second Addition

And

Lot 12, Block 3, McLean's Sub-division of Block 49, and part of 50, in the Second Addition to the Village (now City) of Worthington

And

The Southwesterly half of Lot 13, Block 1, Paulson's Addition to the Village (now City) of Worthington.

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on February 12th, 2024, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement of said streets is necessary, cost-effective, and feasible as detailed in the feasibility report received on January 22nd, 2024.
2. Such proposed improvement of said streets is hereby ordered as proposed in the council resolution adopted on February 12th, 2024.
3. Surfacing shall be concrete.
4. The city engineer is hereby designated as the engineer for such improvement. The engineer shall prepare plans and specifications for the making of such improvement.
5. The city council declares its official intent to reimburse itself for the cost of the improvement from the proceeds of tax-exempt bonds.

Adopted by the city council of the city of Worthington, Minnesota, this the 12th day of February 2024.

(SEAL)

CITY OF WORTHINGTON

Rick VonHoldt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

RESOLUTION NO. _____

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, Pursuant to Resolution No. 2024-01-05, passed by the council on January 22nd, 2024, the city engineer has prepared plans and specifications for the improvement of the following described streets by regrading, base construction, and by bituminous resurfacing:

CHRUCH AVENUE, from Clary Street to Oxford Street
and

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

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

1. Such plans and specifications for said improvement, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official newspaper and on QuestCDN.com an advertisement for bids upon the making of said improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received at the office of the city clerk of the city of Worthington, Minnesota, until 2:00 p.m. on Wednesday, March 13th, 2024, at which time they will be publicly opened in the council chambers of City Hall, 303 Ninth Street, Worthington, Minnesota, by a council designated committee, and bids and the responsibility of the bidders will be considered by the city council at 5:30 p.m. on Monday, March 25th, 2024, in the council chambers of City Hall, 303 9th Street. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five percent (5%) of the amount of the bid.

Adopted by the city council of the city of Worthington, Minnesota, this the ____ day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick VonHoldt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

RESOLUTION NO. _____

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, Pursuant to Resolution No. 2024-01-06, passed by the council on January 22nd, 2024, the city engineer has prepared plans and specifications for the improvement of the following described streets by regrading, base reconstruction, necessary curb and gutter reconstruction, and by concrete resurfacing:

SECOND AVENUE, From Twelfth Street to Thirteenth Street

and

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

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

1. Such plans and specifications for said improvement, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official newspaper and on QuestCDN.com an advertisement for bids upon the making of said improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received at the office of the city clerk of the city of Worthington, Minnesota, until 2:00 p.m. on Thursday, March 13th, 2024, at which time they will be publicly opened in the council chambers of City Hall, 303 Ninth Street, Worthington, Minnesota, by a council designated committee, and bids and the responsibility of the bidders will be considered by the city council at 5:30 p.m. on Monday, March 25th, 2024, in the council chambers of City Hall, 303 9th Street. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five percent (5%) of the amount of the bid.

Adopted by the city council of the city of Worthington, Minnesota, this the ____ day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick VonHoldt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

RESOLUTION NO. _____

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

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

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

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

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

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

Project:
CHURCH AVENUE, from Clary
Street to Oxford Street

Maximum amount of Bonds
expected to be issued:
\$427,000.00

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

Adopted by the city council of the city of Worthington, Minnesota, this the ____ day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick VonHoldt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

RESOLUTION NO. _____

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

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

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

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

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

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

Project:
SECOND AVENUE, from Twelfth
Street to Thirteenth Street

Maximum amount of Bonds
expected to be issued:
\$513,000.00

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

Adopted by the city council of the city of Worthington, Minnesota, this the ____ day of February, 2024.

(SEAL)

CITY OF WORTHINGTON

Rick VonHoldt, Mayor

Attest: _____
Mindy L. Eggers, City Clerk

**CITY OF WORTHINGTON AND BOLTON & MENK, INC.
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES**

TASK ORDER NO: 25

CLIENT: City of Worthington

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS TASK ORDER: February 6, 2024

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: September 14, 2020

Whereas, CLIENT and CONSULTANT entered into a Master Agreement for Professional Services (“Master Agreement”) as dated above; and CONSULTANT agrees to perform and complete the following Services for CLIENT in accordance with this Task Order and the terms and conditions of the Master Agreement. CLIENT and CONSULTANT agree as follows:

1.0 Scope of Services:

CONSULTANT shall perform the Services listed below or in the attached Scope. All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein.

CLIENT requests assistance in completing a grant application for the Minnesota Department of Natural Resources Local Trail Connections Program. This program provides up to \$250,000 in funding for projects that must result in a trail linkage which is immediately available for use by the general public. Trail linkages include connecting where people live (e.g. residential areas within cities, entire communities) and significant public resources (e.g. historical areas, open space, parks and/or other trails).

The East Okabena Lake Trail has received federal funding from the Transportation Alternatives program; however, that program requires a match of at least 20%. Also, the costs of the trail project could be higher than initially anticipated, so seeking additional grant funding from a State agency would help reduce the local match or cover additional costs that weren’t anticipated.

2.0 Fees:

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows or as described in the attached Scope. Costs to complete the work are estimated to be between \$6,000 and \$8,000. The total cost of services provided by CONSULTANT for this Task Order shall not exceed \$8,000.00 without prior approval of CLIENT. Fees will be invoiced on an hourly basis.

3.0 Schedule:

Schedule for performance of Services will be as follows or as set forth in attached Scope, such that all services will be completed by April 1, 2024.

4.0 Deliverables

Deliverables will be as follows or as set forth in the attached Scope:

A completed application is to be submitted by the March 29th, 2024 grant application deadline.

5.0 Term

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

6.0 Other Matters

None.

7.0 Project Managers

Project managers and contact information for the CLIENT and CONSULTANT for this Task Order, if different than the Master Agreement, are as follows:

CLIENT:

Name: Hyunmyeong Goo
Address: 303 Ninth Street
City, State, Zip: Worthington, MN 56187
Office Phone: 507-372-8600
Email: hgoo@ci.worthington.mn.us

BOLTON & MENK, INC.

Name: Travis Winter, P.E.
Office Address 1501 South State Street, Ste 100
City, State, Zip: Fairmont, MN 56031
Office Phone: 507-238-4738
Email: travis.winter@bolton-menk.com

CLIENT:

By: _____

Printed Name: _____

Title: _____

BOLTON & MENK, INC.

BY: Travis L. Winter

Printed Name: Travis Winter, P.E.

Title: Principal Engineer

ATTACHMENTS TO THIS TASK ORDER: None.

February 12, 2024

Kristy Dellwo, Hazard Mitigation Planner
Homeland Security and Emergency Management
Minnesota Department of Public Safety
445 Minnesota Street, Suite 223
St. Paul, MN 55101

**RE: Worthington County Ditch 12 Flood Mitigation Project Application
 Local Match Letter**

Dear Ms. Dellwo:

As part of the Building Resilient Infrastructure and Communities (BRIC) program, a local funding match is required. This letter serves as the City of Worthington's commitment to meet the local matching fund requirements for the Worthington County Ditch 12 Flood Mitigation Project application.

Should the City be successful in obtaining funding through the BRIC Program, the local matching fund requirement will be ten percent (10%), which will be provided as cash and/or in-kind contributions and paid upon receipt of all bills.

Further, all matching requirements set forth in 2 CFR Part 200.306 will be followed.

Sincerely,

Mayor
Rick VonHoldt
City of Worthington

COMMUNITY DEVELOPMENT MEMO

DATE: February 8, 2024

TO: HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

1. CITY COUNCIL DISCUSSION

Draft Ordinance – Parking Requirements

After a few months of discussion regarding parking requirements in the City, the Planning Commission directed Staff to bring forth a proposed ordinance for discussion. Staff has put together the following proposed changes to City Code Chapter 155 Section 42 and Chapter 155 Appendix B: Table 2.

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

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

§155.042

(A) *Requirements.*

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

(E) *Collective usage.*

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

(2) *Cooperative parking facility.* Up to 15% reduction in the number of required parking spaces for ~~three~~ four or more separate uses; ~~10% for three separate uses;~~ and ~~10~~ 5% for two

separate uses may be authorized by the Administrator following approval of a plan which provides for a collective parking. This provision shall only apply to commercial and industrial uses.

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

Appendix B: Table 2:

<i>Use Classification</i>	<i>Number of Parking Spaces Required Per Unit of Measurement</i>		<i>Number of Loading Spaces Required Per Unit of Floor Area</i>	
	<i>Number</i>	<i>Unit</i>	<i>Number</i>	<i>Floor Area</i>
<i>Residential</i>				
Dwelling, 1 & 2 family (including mobile home)	1.0	existing dwelling unit	-	-
	2.0	new dwelling unit	-	-
Dwelling, multi-family	1.5	dwelling unit	1.0	if over 20,000 sq. ft.
Dwelling, multi-family which is specifically designed for and exclusively occupied by persons 60 years of age or older	1.0	dwelling unit, except that at the sole discretion of the Planning Commission it may be reduced to 0.5 spaces per dwelling unit	1.0	if over 20,000 sq. ft.
Guest, Boarding or Lodging House	1.0	dwelling or lodging unit	-	-
Fraternity/Sorority House or Dormitory	1.0	2 occupants	1.0	if over 10,000 sq. ft.
Motel or Hotel	1.0	sleeping unit	1.0	5,001 - 50,000 sq. ft.
	2.0			if over 50,000 sq. ft.
<i>Educational, Cultural and Institutional</i>				
Auditorium, Church, Temple, or other place of assembly	1.0	4 seats	1.0 2.0	5,001 - 50,000 sq. ft. if over 50,000 sq. ft.
Public Library, Art Gallery, Museum, etc.	1.0	300 sq. ft. floor area		
Elementary School, Nursery School, and Day Care Center	1.0	employee		
Junior and Senior High School and College	1.0	employee		
	plus			
	1.0	5 students or		
	1.0	5 seats in auditorium, whichever is greater ^{*A}		
Convalescence or Nursing Home	1.0	3 beds		
Hospital	1.5	bed		

<i>Use Classification</i>	<i>Number of Parking Spaces Required Per Unit of Measurement</i>		<i>Number of Loading Spaces Required Per Unit of Floor Area</i>	
	<i>Number</i>	<i>Unit</i>	<i>Number</i>	<i>Floor Area</i>
<i>Bowling Alley</i>	5.0	bowling lane		
<i>Funeral Home</i>	1.0	4 seats		

Office, Bank or Public Administration	1.0	300 sq. ft. floor area	1.0 2.0	5,001 - 100,000 sq. ft. if over 100,000 sq. ft.
Service Garage	3.0	service bay		
Car Wash (self-service)	2.0	service bay		
Car Wash (not self-service)	1.0	employee		
Drive-In or Roadside Services	1.0 1.0 3.0	20 sq. ft. floor area, or 4 seats, or employee on largest shift, whichever is greater ^A	-	-
Automobile or Machinery Sales	1.0	500 sq. ft. floor area		
Clinics or Service Establishments	1.0	200 sq. ft. floor area		
Furniture or Appliance Store	1.0	600 sq. ft. floor area		
Restaurants, Night Clubs and Clubs	1.0	4 seats	1.0 2.0	5,001 - 10,000 sq. ft. 10,001 - 20,000 sq. ft.
Retail Stores	1.0	400-200 sq. ft. floor area ^B	3.0 4.0	20,001 - 40,000 sq. ft. 40,001 - 70,000 sq. ft.
Theater	1.0	4 seats		plus 1 per 50,000 sq. ft.
All other commercial	1.0	400-300 sq. ft. floor area ^B		over 70,000
Warehouse, Storage, Motor Freight Terminal, Industrial, or Utilities	1.0 1.05	2,000 sq. ft. floor area, or employee on largest shift, whichever is greater ^A	1.0 2.0 3.0	0 - 20,000 sq. ft. 20,001 - 40,000 sq. ft. 40,001 - 70,000 sq. ft. plus 1 per 50,000 sq. ft. over 70,000 sq. ft.

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

- (1) The parking plan shall show, and the property owner shall preserve, areas to be set aside and reserved for the installation of parking sufficient to accommodate, if necessary, the greater standard at some future time; and
- (2) In the event that, due to changes in use or intensity of use, the lesser standard becomes insufficient to accommodate parking demand generated by a particular use, then the property owner shall install sufficient parking within one year of such notice being given by the Administrator. In such cases, the number of stalls required for sufficient parking shall be determined by the Administrator, but shall in no event be less than the lesser standard or more than the greater standard.

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

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS SOLUTIONS	2/09/24	COPIER SERVICE	GENERAL FUND	ENGINEERING ADMIN	99.51
	2/09/24	COPIER SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>563.92</u>
				TOTAL:	663.43
ABBOTT, ROBINSON & ASSOCIATES	2/09/24	PLAN REVIEW	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>750.00</u>
				TOTAL:	750.00
ADVANCED ENGINEERING AND ENVIRONMENTAL	2/09/24	DRAINAGE FUND ASSISTANCE	GENERAL FUND	ENGINEERING ADMIN	527.50
	2/09/24	DRAINAGE FUND ASSISTANCE	GENERAL FUND	ENGINEERING ADMIN	116.50
	2/09/24	DRAINAGE FUND ASSISTANCE	GENERAL FUND	ENGINEERING ADMIN	473.25
	2/09/24	PROFESSIONAL SERVICES	GENERAL FUND	ENGINEERING ADMIN	<u>2,268.00</u>
				TOTAL:	3,385.25
AMERICAN BOTTLING COMPANY	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>226.59</u>
				TOTAL:	226.59
ANDERSON ALIGNMENT	2/09/24	TIRE REPAIR	GENERAL FUND	PAVED STREETS	18.87
	2/09/24	TIRE REPAIR	GENERAL FUND	PAVED STREETS	33.90
	2/09/24	#407 TIRE REPAIR	GENERAL FUND	PAVED STREETS	8.00
	2/09/24	#407 TIRE REPAIR	GENERAL FUND	PAVED STREETS	<u>99.95</u>
				TOTAL:	160.72
ARNIE'S SHARPENING SERVICE	2/09/24	ZAMBONI BLADE SHARPEN	RECREATION	ICE ARENA	<u>85.00</u>
				TOTAL:	85.00
ARNOLD MOTOR SUPPLY LLP	2/09/24	FLUSHER BATTERIES #423	STORM WATER MANAGE	STREET CLEANING	290.16
	2/09/24	#408 AIR FILTER	STORM WATER MANAGE	STREET CLEANING	<u>51.34</u>
				TOTAL:	341.50
ARTISAN BEER COMPANY	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	527.50
	2/09/24	THC	LIQUOR	NON-DEPARTMENTAL	156.80
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	313.80
	2/09/24	THC	LIQUOR	NON-DEPARTMENTAL	<u>275.40</u>
				TOTAL:	1,273.50
ATLANTIC BOTTLING COMPANY	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	296.00
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	352.00
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>7.95-</u>
				TOTAL:	640.05
BEDFORD TECHNOLOGY	2/09/24	BENCH LEGS	RECREATION	PARK AREAS	<u>574.05</u>
				TOTAL:	574.05
BENTS TRUCKING	2/09/24	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	<u>3,600.00</u>
				TOTAL:	3,600.00
BEVERAGE WHOLESALERS INC	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	267.00-
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	3,336.86
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	13,772.45
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	156.80
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	6,172.50
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>22,856.85</u>
				TOTAL:	46,028.46
BLUEPEAK	2/09/24	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	94.99
	2/09/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	142.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	MONTHLY SERVICE	RECREATION	FIELD HOUSE	47.92
	2/09/24	MONTHLY SERVICE	RECREATION	ICE ARENA	<u>265.99</u>
				TOTAL:	551.87
BOLTON & MENK INC	2/09/24	2024 LRIP APPLICATION	GENERAL FUND	ENGINEERING ADMIN	7,000.00
	2/09/24	GIS SERVICES	GENERAL FUND	ENGINEERING ADMIN	772.00
	2/09/24	PROTECT GRANT SERVICES	GENERAL FUND	ENGINEERING ADMIN	3,197.63
	2/09/24	3RD AVE AND 4TH RECON	IMPROVEMENT CONST	3RD & 4TH AVE-9TH TO 1	26,274.50
	2/09/24	EAST OKABENA LAKE TRAIL	IMPROVEMENT CONST	E OKABENA LAKE TRAIL	11,984.50
	2/09/24	2ND AVE RECONSTRUCITON	IMPROVEMENT CONST	2ND AVE-10TH ST TO 12T	<u>51.00</u>
				TOTAL:	49,279.63
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	304.00
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,344.34
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	72.00
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	224.00
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,846.60
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	5.55
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	87.87
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>51.95</u>
				TOTAL:	10,940.01
BROTHERS FIRE & SECURITY	2/09/24	FIRE SPRINKLERS	GENERAL FUND	FIRE ADMINISTRATION	<u>450.00</u>
				TOTAL:	450.00
BROWNELLS INC	2/09/24	FIFLE SLING SWIVEL	GENERAL FUND	POLICE ADMINISTRATION	<u>22.24</u>
				TOTAL:	22.24
BTU INC	2/09/24	AIR FILTERS	GENERAL FUND	GENERAL GOVT BUILDINGS	185.14
	2/09/24	AIR FILTERS	GENERAL FUND	PAVED STREETS	102.14
	2/09/24	AIR FILTERS	RECREATION	ICE ARENA	175.92
	2/09/24	AIR FILTERS	RECREATION	THEATER	451.54
	2/09/24	AIR FILTERS	LIQUOR	O-GEN MISC	<u>223.73</u>
				TOTAL:	1,138.47
C&S CHEMICALS INC	2/09/24	4,475 GALLONS OF ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>6,624.01</u>
				TOTAL:	6,624.01
CENTRAL SALT LLC	2/09/24	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	3,494.64
	2/09/24	ENHANCED SALT	GENERAL FUND	ICE AND SNOW REMOVAL	<u>3,475.57</u>
				TOTAL:	6,970.21
CINTAS CORP	2/09/24	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>56.00</u>
				TOTAL:	56.00
CITY LAUNDERING CO	2/09/24	MATS	LIQUOR	O-GEN MISC	<u>55.77</u>
				TOTAL:	55.77
COTTONWOOD COUNTY SHERIFF OFFICE	2/09/24	SAFE AND SOBER/CFDA 20-608	GENERAL FUND	POLICE ADMINISTRATION	<u>1,964.10</u>
				TOTAL:	1,964.10
COVERTRACK GROUP INC	2/09/24	ANNUAL TRACKING RENEWAL	GENERAL FUND	POLICE ADMINISTRATION	<u>1,266.10</u>
				TOTAL:	1,266.10
CULLIGAN OF WORTHINGTON	2/09/24	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	61.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	29.75
	2/09/24	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	29.75
	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	20.00
	2/09/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	31.00
	2/09/24	MONTHLY SERVICE	RECREATION	PARK AREAS	20.00
	2/09/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	20.00
	2/09/24	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	60.39
	2/09/24	MONTHLY SERVICE	LIQUOR	O-GEN MISC	<u>57.00</u>
				TOTAL:	329.84
CUSTOM GRAPHICS	2/09/24	PENS ENGRAVED	GENERAL FUND	POLICE ADMINISTRATION	<u>348.00</u>
				TOTAL:	348.00
DACOTAH PAPER CO	2/09/24	BAGS, ICE MELT, MOP	LIQUOR	O-GEN MISC	<u>317.80</u>
				TOTAL:	317.80
DAKOTA SUPPLY GROUP INC	2/09/24	BAY O NET FUSES	ELECTRIC	M-DISTR LINE TRANSFRMR	<u>363.60</u>
				TOTAL:	363.60
DEPARTMENT OF LABOR AND INDUSTRY	2/09/24	ELEVATOR ANNUAL OPERATION	GENERAL FUND	CENTER FOR ACTIVE LIVI	100.00
	2/09/24	BOILER LICENSE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>10.00</u>
				TOTAL:	110.00
DEPUTY REGISTER #33	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	21.25
	2/09/24	TAB RENEWAL	GENERAL FUND	PAVED STREETS	<u>21.25</u>
				TOTAL:	170.00
DOLL DISTRIBUTING LLC	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	140.00
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	1,920.35
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	108.00
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	250.40
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	4,509.70
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	14,278.41
	2/09/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>857.55</u>
				TOTAL:	22,064.41
DUBOIS CHEMICALS INC	2/09/24	SODA ASH	INDUSTRIAL WASTEWAT	O-PURIFY MISC	11,682.81
	2/09/24	SODA ASH	INDUSTRIAL WASTEWAT	O-PURIFY MISC	<u>11,898.36</u>
				TOTAL:	23,581.17
E-COLLAR TECHNOLOGIES	2/09/24	K-9 TRAINING COLLAR	GENERAL FUND	POLICE ADMINISTRATION	<u>270.00</u>
				TOTAL:	270.00
ECHO GROUP INC	2/09/24	CEILING FAN	GENERAL FUND	FIRE ADMINISTRATION	807.12
	2/09/24	LIGHT BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,244.00
	2/09/24	LIGHT BULBS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>308.00</u>
				TOTAL:	3,359.12
EHLERS COMPANIES	2/09/24	2024 FINANCE SEMINAR	GENERAL FUND	ADMINISTRATION	<u>230.00</u>
				TOTAL:	230.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
EMERGENCY APPARATUS MAINTENANCE INC	2/09/24	LADDER TRUCK REPAIR	GENERAL FUND	FIRE ADMINISTRATION	2,096.09
	2/09/24	FIRE #2 REPAIR	GENERAL FUND	FIRE ADMINISTRATION	668.15
	2/09/24	FIRE #3 PARTS	GENERAL FUND	FIRE ADMINISTRATION	1,184.16
	2/09/24	FIRE #5 REPAIR	GENERAL FUND	FIRE ADMINISTRATION	<u>924.98</u>
		TOTAL:			4,873.38
EMERGENCY AUTOMOTIVE TECHNOLOGY INC	2/09/24	SQUAD RADIO KNOB	GENERAL FUND	POLICE ADMINISTRATION	<u>4.00</u>
		TOTAL:			4.00
ENVIRONMENTAL CONSULTING AND TESTING I	2/09/24	FHM SCREEN TRE STUDY	INDUSTRIAL WASTEWAT	O-PURIFY MISC	<u>650.00</u>
		TOTAL:			650.00
ENVIRONMENTAL RESOURCE ASSOCIATES	2/09/24	2024 WW QA TESTING SAMPLES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	894.87
	2/09/24	DRINKING WATER QA TESTING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>394.87</u>
		TOTAL:			1,289.74
EZFACILITY INC	2/09/24	OPERATION SOFTWARE & POS	RECREATION	FIELD HOUSE	<u>3,304.00</u>
		TOTAL:			3,304.00
FASTENAL COMPANY	2/09/24	BOLT BIN	GENERAL FUND	PAVED STREETS	127.53
	2/09/24	#407 & #417 BINDER	GENERAL FUND	PAVED STREETS	216.75
	2/09/24	PBWS	GENERAL FUND	ICE AND SNOW REMOVAL	28.91
	2/09/24	PLOWS	GENERAL FUND	ICE AND SNOW REMOVAL	45.33
	2/09/24	#418 BOLTS	GENERAL FUND	ICE AND SNOW REMOVAL	2.44
	2/09/24	#418 BOLTS	GENERAL FUND	ICE AND SNOW REMOVAL	13.10
	2/09/24	BOLT	RECREATION	BALLFIELD MAINTENANCE	102.47
	2/09/24	BOLTS	RECREATION	BALLFIELD MAINTENANCE	<u>22.14</u>
		TOTAL:			558.67
FEDEX	2/09/24	FREIGHT	GENERAL FUND	POLICE ADMINISTRATION	<u>18.49</u>
		TOTAL:			18.49
FIFE WATER SERVICES INC	2/09/24	CHEMICALS	INDUSTRIAL WASTEWAT	O-PURIFY MISC	<u>18,667.32</u>
		TOTAL:			18,667.32
FRONTIER PRECISION INC	2/09/24	BATTERIES	GENERAL FUND	ENGINEERING ADMIN	<u>1,095.00</u>
		TOTAL:			1,095.00
GALLS LLC	2/09/24	LONG SLEEVE SHIRT	GENERAL FUND	POLICE ADMINISTRATION	78.01
	2/09/24	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	<u>249.93</u>
		TOTAL:			327.94
GAMETIME	2/09/24	LUNDLOW PLAYGROUND	RECREATION	PARK AREAS	<u>1,009.81</u>
		TOTAL:			1,009.81
GOLOMBIECKI RYAN	2/09/24	DMT TRAINING	GENERAL FUND	POLICE ADMINISTRATION	<u>45.57</u>
		TOTAL:			45.57
GOPHER STATE ONE CALL	2/09/24	MONTHLY LOCATE SERVICE	WATER	O-DISTR MISC	18.58
	2/09/24	MONTHLY LOCATE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.57
	2/09/24	MONTHLY LOCATE SERVICE	ELECTRIC	O-DISTR MISC	<u>37.15</u>
		TOTAL:			74.30
GRAHAM TIRE OF WORTHINGTON INC	2/09/24	SQUAD #22-29 TIRES	GENERAL FUND	POLICE ADMINISTRATION	632.00
	2/09/24	SQUAD #22-29 TIRES	GENERAL FUND	POLICE ADMINISTRATION	37.00
	2/09/24	SQUAD #22-29 SPARK PLUGS	GENERAL FUND	POLICE ADMINISTRATION	207.42

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	SQUAD #22-29 SPARK PLUGS	GENERAL FUND	POLICE ADMINISTRATION	603.59
	2/09/24	SQUAD #17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	22.99
	2/09/24	SQUAD #17-23 OIL CHANGE	GENERAL FUND	POLICE ADMINISTRATION	<u>22.95</u>
				TOTAL:	1,525.95
CORY DOUGLAS GREENWAY	2/09/24	BOILER TRAINING EXAM AND L RECREATION		ICE ARENA	12.61
	2/09/24	BOILER TRAINING EXAM AND L RECREATION		ICE ARENA	50.00
	2/09/24	REIMBURSEMENT SKATE SHARPE RECREATION		ICE ARENA	<u>226.78</u>
				TOTAL:	289.39
HENNING CONSTRUCTION	2/09/24	CHERRY POINT PMT#1 RETAINA	STORM WATER MANAGE	NON-DEPARTMENTAL	8,670.80-
	2/09/24	CHERRY POINT PMT #1	STORM WATER MANAGE	PROJECT #4	<u>173,416.00</u>
				TOTAL:	164,745.20
THE HOME CITY ICE COMPANY	2/09/24	ICE	LIQUOR	NON-DEPARTMENTAL	83.95
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>5.25</u>
				TOTAL:	89.20
HUSSMANN SERVICES CORP	2/09/24	REFRIDGERANT & SERVICE	RECREATION	ICE ARENA	2,440.29
	2/09/24	REFRIDGERANT & SERVICE	RECREATION	ICE ARENA	<u>5,570.64</u>
				TOTAL:	8,010.93
HY-VEE INC-61705	2/09/24	SNACKS FOR SOCCER NEW YEA	RECREATION	FIELD HOUSE	84.70
	2/09/24	SNACKS FOR SOCCER TOURNAME	RECREATION	FIELD HOUSE	61.86
	2/09/24	TREATS FOR NEW YEARS PARTY	RECREATION	FIELD HOUSE	<u>83.46</u>
				TOTAL:	230.02
IDEXX DISTRIBUTION CORP	2/09/24	4 BOXES SAMPLE BOTTLES COL	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>633.44</u>
				TOTAL:	633.44
IOWA INFORMATION INC	2/09/24	OKOBOJI MAGAZINE ADS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>995.00</u>
				TOTAL:	995.00
JACKSON COUNTY SHERIFFS OFFICE	2/09/24	SAFE AND SOBER/CFDA 20-608	GENERAL FUND	POLICE ADMINISTRATION	<u>2,517.02</u>
				TOTAL:	2,517.02
JANITOR'S CLOSET	2/09/24	TOILET PAPER	RECREATION	ICE ARENA	66.95
	2/09/24	TOILET PAPER	RECREATION	ICE ARENA	<u>200.85</u>
				TOTAL:	267.80
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	2/09/24	NUT CONNECTOR	GENERAL FUND	FIRE ADMINISTRATION	11.07
	2/09/24	DEF	GENERAL FUND	PAVED STREETS	1,039.20
	2/09/24	#419 FITTING	GENERAL FUND	PAVED STREETS	36.84
	2/09/24	#418 FITTINGS AND OIL DRY	GENERAL FUND	ICE AND SNOW REMOVAL	110.33
	2/09/24	#418 HOSE AND FITTING	GENERAL FUND	ICE AND SNOW REMOVAL	21.98
	2/09/24	#418 PIPE SWIVEL	GENERAL FUND	ICE AND SNOW REMOVAL	4.94
	2/09/24	FILTERS	RECREATION	BALLFIELD MAINTENANCE	118.58
	2/09/24	FILTER	RECREATION	PARK AREAS	19.03
	2/09/24	FILTER MULE	RECREATION	PARK AREAS	33.86
	2/09/24	OIL MULE	RECREATION	PARK AREAS	19.98
	2/09/24	FILTER MULE	RECREATION	PARK AREAS	17.49
	2/09/24	SOLVENT & WASHER	RECREATION	PARK AREAS	26.94
	2/09/24	BRAKE FLUID	RECREATION	PARK AREAS	4.69
	2/09/24	SOCKET	RECREATION	PARK AREAS	14.99
	2/09/24	TRACTOR AIR FILTER	RECREATION	PARK AREAS	48.89
	2/09/24	STARTER 506	RECREATION	PARK AREAS	161.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	FILTERS	STORM WATER MANAGE	STREET CLEANING	174.13
	2/09/24	#408 O RINGS	STORM WATER MANAGE	STREET CLEANING	<u>0.81</u>
			TOTAL:		1,865.74
JOHNSON BROTHERS LIQUOR CO	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,577.52
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	2,167.01
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	48.00
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,807.89
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	3,903.97
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	188.00-
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	62.82
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	78.06
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	169.06
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	136.62
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>3.88-</u>
			TOTAL:		19,759.07
JOHNSTON AUTOSTORES	2/09/24	SQUAD #18-37 WIPER BLADES	GENERAL FUND	POLICE ADMINISTRATION	<u>25.96</u>
			TOTAL:		25.96
LAKE SUPERIOR COLLEGE	2/09/24	CONCRETE FIELD TESTER	GENERAL FUND	ENGINEERING ADMIN	<u>625.00</u>
			TOTAL:		625.00
LAMPERTS YARDS INC-2602004	2/09/24	PLAN ROOM SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	249.34
	2/09/24	PLAN ROOM SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	37.98
	2/09/24	NUTS BOLTS WASHERS PLAN RO	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>37.98</u>
			TOTAL:		325.30
LEWIS & CLARK REGIONAL WATER SYSTEM IN	2/09/24	CAPACITY CHARGE: 59,024,00 WATER		O-SOURCE MISC	37,775.36
	2/09/24	CAPACITY CHARGE: 59,024,00 WATER		O-SOURCE MISC	<u>33,726.00</u>
			TOTAL:		71,501.36
LOCATORS & SUPPLIES INC	2/09/24	2 CASES MARKING PAINT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	71.08
	2/09/24	2 CASES MARKING PAINT	STORM WATER MANAGE	STORM DRAINAGE	<u>71.07</u>
			TOTAL:		142.15
LUINENBURG WASTE MANAGEMENT INC	2/09/24	TRUCK HAULING	GENERAL FUND	ICE AND SNOW REMOVAL	6,667.50
	2/09/24	SNOW REMOVAL WINDMILLS	ELECTRIC	O-SOURCE MISC	<u>1,735.00</u>
			TOTAL:		8,402.50
MCFOA REGION V	2/09/24	MCFOA REGION V WORKING LUN	GENERAL FUND	CLERK'S OFFICE	<u>25.00</u>
			TOTAL:		25.00
MCOA	2/09/24	MEMBERSHIP 2024	AIRPORT	O-GEN MISC	<u>150.00</u>
			TOTAL:		150.00
MEDIACOM	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	177.56
	2/09/24	MONTHLY SERVICE	RECREATION	PARK AREAS	<u>177.56</u>
			TOTAL:		355.12
MIDWESTERN MECHANICAL INC	2/09/24	SPRINKLER INSPECTION	RECREATION	ICE ARENA	<u>250.00</u>
			TOTAL:		250.00
MINNESOTA DEPARTMENT OF HEALTH	2/09/24	WATERMAIN PLAN REVIEW	WATER	PROJECT #11	<u>150.00</u>
			TOTAL:		150.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MINNESOTA ENERGY RESOURCES CORP	2/09/24	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	1,213.73
	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	245.28
	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	1,479.57
	2/09/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	670.32
	2/09/24	MONTHLY SERVICE	RECREATION	FIELD HOUSE	1,769.74
	2/09/24	MONTHLY SERVICE	RECREATION	ICE ARENA	1,941.32
	2/09/24	MONTHLY SERVICE	RECREATION	PARK AREAS	1,479.56
	2/09/24	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	255.86
	2/09/24	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,910.80
	2/09/24	MONTHLY SERVICE	WATER	O-DISTR MISC	24.41
	2/09/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	3,483.74
	2/09/24	MONTHLY SERVICE	LIQUOR	O-GEN MISC	1,322.55
	2/09/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	710.39
	2/09/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>439.54</u>
	TOTAL:				16,946.81
MINNESOTA MUNICIPAL UTILITIES ASSOC	2/09/24	REGISTRATION VAN EDE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	460.00
	2/09/24	REGISTRATION JONES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	<u>460.00</u>
	TOTAL:				920.00
MINNESOTA RURAL WATER ASSN	2/09/24	MRWA TECH CONFERENCE ITEN	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>275.00</u>
	TOTAL:				275.00
MINNESOTA VALLEY TESTING LABS INC	2/09/24	TOTAL KJELDAHL NITROGEN	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	99.00
	2/09/24	CHLORIDE, TOTAL HARDNESS,	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>184.50</u>
	TOTAL:				283.50
MISSOURI RIVER ENERGY SERVICES	2/09/24	AMI METER COUNT FEE	WATER	ACCTS-METER READING	513.40
	2/09/24	AMI METER COUNT FEE	WATER	ACCTS-METER READING	50.00
	2/09/24	AMI METER COUNT FEE	ELECTRIC	ACCTS-METER READING	793.80
	2/09/24	AMI METER COUNT FEE	ELECTRIC	ACCTS-METER READING	<u>50.00</u>
	TOTAL:				1,407.20
MOTOROLA SOLUTIONS	2/09/24	BODY CAMERA & EQUIPMENT	GENERAL FUND	POLICE ADMINISTRATION	<u>38,094.00</u>
	TOTAL:				38,094.00
MOUNTAIN LAKE POLICE DEPARTMENT	2/09/24	SAFE AND SOBER/CFDA 20-608	GENERAL FUND	POLICE ADMINISTRATION	<u>1,013.40</u>
	TOTAL:				1,013.40
MTI DISTRIBUTING INC	2/09/24	TORO MOWERS	RECREATION	PARK AREAS	1,416.59
	2/09/24	TORO MOWER	RECREATION	PARK AREAS	<u>84.39</u>
	TOTAL:				1,500.98
NICOLE R KEMPEMA	2/09/24	CLEANING JANUARY	GENERAL FUND	GENERAL GOVT BUILDINGS	1,650.00
	2/09/24	CLEANING DOTERRA	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	97.09
	2/09/24	CLEANING COMEDY SHOW	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	113.28
	2/09/24	CLEANING SHINING FAME	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	283.17
	2/09/24	OILING AND WIPING ALL SEAT	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	258.90
	2/09/24	JANUARY CLEANING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	<u>1,456.31</u>
	TOTAL:				3,858.75
NOBLES COUNTY AUDITOR/TREASURER	2/09/24	ORD #1201 RECORDING	GENERAL FUND	CLERK'S OFFICE	46.00
	2/09/24	4TH QUARTER POSTAGE	GENERAL FUND	POLICE ADMINISTRATION	769.55
	2/09/24	COMMUNICATION LEC	GENERAL FUND	SECURITY CENTER	1,919.89
	2/09/24	IT EQUIPMENT LEASE	GENERAL FUND	SECURITY CENTER	338.50
	2/09/24	SALARIES, BENEFITS	GENERAL FUND	SECURITY CENTER	<u>10,638.32</u>

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	MAINTENANCE REPAIR	GENERAL FUND	SECURITY CENTER	5,263.85
	2/09/24	PROFESSIONAL TECH SERVICE	GENERAL FUND	SECURITY CENTER	788.42
	2/09/24	PURCHASED SERVICES	GENERAL FUND	SECURITY CENTER	1,753.26
	2/09/24	COMMUNICATION	GENERAL FUND	SECURITY CENTER	88.11
	2/09/24	MN ENERGY SERVICE	GENERAL FUND	SECURITY CENTER	3,284.08
	2/09/24	WPU SERVICE	GENERAL FUND	SECURITY CENTER	6,862.98
	2/09/24	CLEANING AND WASTE REMOVAL	GENERAL FUND	SECURITY CENTER	742.76
	2/09/24	GENERAL SUPPLIES	GENERAL FUND	SECURITY CENTER	1,923.83
	2/09/24	GENERAL SUPPLIES	GENERAL FUND	SECURITY CENTER	1,212.42
	2/09/24	DEBT SERVICE PRAIRIE JUSTI	GENERAL FUND	SECURITY CENTER	197,500.00
	2/09/24	JANUARY 2024 LEGAL SERVICE	GENERAL FUND	PROSECUTION	30,760.50
	2/09/24	TIF DISTRICT ANNUAL MEMBER	OKABENA ESTATES	OKABENA ESTATES	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	CCSI REDEVELOPMENT	CCSI REDEVELOPMENT	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	NEWCASTLE TOWNHOME	SW MN HOUSING	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	HOTEL TIF #15	HOTEL	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	NORTHLAND MALL TIF	BUSINESS DEVELOPMENT	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	GRAND TERRACE APT	SW MN HOUSING	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	HOTEL THOMPSON TIF	MISC HOUSING DEVELOPME	150.00
	2/09/24	TIF DISTRICT ANNUAL MEMBER	CEMSTONE REDEVEL T	BUSINESS DEVELOPMENT	150.00
				TOTAL:	265,092.47
NOBLES COUNTY PUBLIC WORKS	2/09/24	NOVEMBER FUEL	GENERAL FUND	ENGINEERING ADMIN	172.10
	2/09/24	NOVEMBER FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	115.82
	2/09/24	NOVEMBER FUEL	GENERAL FUND	POLICE ADMINISTRATION	4,456.04
	2/09/24	NOVEMBER FUEL	GENERAL FUND	FIRE ADMINISTRATION	385.63
	2/09/24	NOVEMBER FUEL	GENERAL FUND	CIVIL DEFENSE ADMIN	147.83
	2/09/24	NOVEMBER FUEL	GENERAL FUND	PAVED STREETS	1,745.68
	2/09/24	EQUIPMENT REPAIR	GENERAL FUND	ICE AND SNOW REMOVAL	1,270.80
	2/09/24	NOVEMBER FUEL	GENERAL FUND	CODE ENFORCEMENT	124.09
	2/09/24	NOVEMBER FUEL	RECREATION	FIELD HOUSE	31.28
	2/09/24	NOVEMBER FUEL	RECREATION	SOCCER COMPLEX	355.55
	2/09/24	NOVEMBER FUEL	RECREATION	PARK AREAS	466.49
	2/09/24	NOVEMBER FUEL	RECREATION	TREE REMOVAL	1,268.60
	2/09/24	NOVEMBER FUEL	WATER	O-PUMPING	116.57
	2/09/24	NOVEMBER FUEL	WATER	M-TRANS MAINS	729.83
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	138.21
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	56.62
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	51.55
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	56.88
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	94.20
	2/09/24	NOVEMBER FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	100.75
	2/09/24	NOVEMBER FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	1,088.78
	2/09/24	NOVEMBER FUEL	STORM WATER MANAGE	STORM DRAINAGE	138.21
	2/09/24	NOVEMBER FUEL	STORM WATER MANAGE	STREET CLEANING	2,293.56
				TOTAL:	15,405.07
NOBLES COUNTY SHERIFF	2/09/24	SAFE AND SOBER/CFDA 20-608	GENERAL FUND	POLICE ADMINISTRATION	612.20
				TOTAL:	612.20
NORTH CENTRAL INTERNATIONAL INC	2/09/24	#412 SLEEVE AND GASKET	GENERAL FUND	PAVED STREETS	50.84
	2/09/24	#412 GASKET	GENERAL FUND	PAVED STREETS	117.95
	2/09/24	#419 AIR TANK	GENERAL FUND	PAVED STREETS	748.54
				TOTAL:	917.33
ONE OFFICE SOLUTION-WOCITY	2/09/24	COPEIR SERVICE	GENERAL FUND	ADMINISTRATION	12.50
	2/09/24	CCAC EASEL	GENERAL FUND	ADMINISTRATION	58.79

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	DOORS	GENERAL FUND	CLERK'S OFFICE	59.28
	2/09/24	BOOK AND PENCIL	GENERAL FUND	CLERK'S OFFICE	13.06
	2/09/24	TONER CARTRIDGES	GENERAL FUND	ACCOUNTING	236.92
	2/09/24	TONER CARTRIDGE	GENERAL FUND	ACCOUNTING	118.46
	2/09/24	CLIP AND TAPE	GENERAL FUND	ENGINEERING ADMIN	16.28
	2/09/24	PENS	GENERAL FUND	ENGINEERING ADMIN	24.60
	2/09/24	HOLDER	GENERAL FUND	ENGINEERING ADMIN	3.74
	2/09/24	CARDS, FOLDER, BINDERS	GENERAL FUND	ECONOMIC DEVELOPMENT	35.75
	2/09/24	BUSINESS CARDS	GENERAL FUND	ECONOMIC DEVELOPMENT	13.55
	2/09/24	CLIP AND TAPE	GENERAL FUND	ECONOMIC DEVELOPMENT	16.28
	2/09/24	PENS	GENERAL FUND	ECONOMIC DEVELOPMENT	24.59
	2/09/24	CHAIR JUANITA	GENERAL FUND	ECONOMIC DEVELOPMENT	299.00
	2/09/24	HOLDER	GENERAL FUND	ECONOMIC DEVELOPMENT	3.74
	2/09/24	TISSUE, BAGS, TOWELS	GENERAL FUND	GENERAL GOVT BUILDINGS	264.70
	2/09/24	CLEANSER SOAP	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>110.21</u>
				TOTAL:	1,311.45
ONE OFFICE SOLUTION-NCLAW	2/09/24	BOOK RECEIPT	GENERAL FUND	SECURITY CENTER	30.99
	2/09/24	BOOK RECEIPT	GENERAL FUND	SECURITY CENTER	30.99
	2/09/24	POCKET FILE FOLDER	GENERAL FUND	SECURITY CENTER	38.64
	2/09/24	POCKET FILE FOLDER	GENERAL FUND	SECURITY CENTER	38.65
	2/09/24	CHAIRMAT	GENERAL FUND	SECURITY CENTER	204.00
	2/09/24	CHAIRMAT	GENERAL FUND	SECURITY CENTER	<u>204.00</u>
				TOTAL:	547.27
ONE OFFICE SOLUTION-WOCITY	2/09/24	TONER	GENERAL FUND	FIRE ADMINISTRATION	120.89
	2/09/24	PLANNER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	35.90
	2/09/24	PLANNER	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	42.50
	2/09/24	EASEL	RECREATION	FIELD HOUSE	120.00
	2/09/24	OFFICE SUPPLIES	RECREATION	FIELD HOUSE	68.25
	2/09/24	PLANNER	RECREATION	PARK AREAS	23.56
	2/09/24	COPEIR SERVICE	LIQUOR	O-GEN MISC	157.25
	2/09/24	TAPE, DESKPAD, PAPER	LIQUOR	O-GEN MISC	133.73
	2/09/24	POWER OUTLET	LIQUOR	O-GEN MISC	196.86
	2/09/24	TONER CARTRIDGES	DATA PROCESSING	DATA PROCESSING	153.46
	2/09/24	FILE JACKETS	DATA PROCESSING	DATA PROCESSING	52.50
	2/09/24	COPEIR SERVICE	DATA PROCESSING	COPIER/FAX	<u>92.21</u>
				TOTAL:	1,197.11
ONE OFFICE SOLUTION-WOPOLI	2/09/24	FLAG	GENERAL FUND	POLICE ADMINISTRATION	12.68
	2/09/24	BUSINESS CARDS	GENERAL FUND	POLICE ADMINISTRATION	<u>134.38</u>
				TOTAL:	147.06
ONE OFFICE SOLUTION-WOUTIL	2/09/24	RETURN FILES	WATER	ACCTS-RECORDS & COLLEC	20.31-
	2/09/24	TONER CARTRIDGES	WATER	ACCTS-RECORDS & COLLEC	103.60
	2/09/24	COPIER SERVICE	WATER	ACCTS-RECORDS & COLLEC	78.23
	2/09/24	RETURN FILES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	20.31-
	2/09/24	TONER CARTRIDGES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	103.60
	2/09/24	COPIER SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	78.22
	2/09/24	RETURN FILES	ELECTRIC	ACCTS-RECORDS & COLLEC	40.63-
	2/09/24	TONER CARTRIDGES	ELECTRIC	ACCTS-RECORDS & COLLEC	207.18
	2/09/24	COPIER SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>156.46</u>
				TOTAL:	646.04
PEPSI COLA BOTTLING CO OF PIPESTONE, M	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	85.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>96.50</u>
				TOTAL:	208.50
PHILLIPS WINE & SPIRITS INC	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,231.27
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	1,562.30
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	91.00
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	67.20
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,340.39
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	226.98
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	19.80
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	53.80
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	68.31
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	150.99
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>11.88</u>
				TOTAL:	14,784.32
PLUNKETTS PEST CONTROL INC	2/09/24	PEST CONTROL	RECREATION	ICE ARENA	<u>90.93</u>
				TOTAL:	90.93
BRIAN POWERS	2/09/24	MONTHLY BOILER CHECK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>310.00</u>
				TOTAL:	310.00
PSI POWER WASHERS INC	2/09/24	SERVICE CALL LABOR	GENERAL FUND	PAVED STREETS	<u>153.95</u>
				TOTAL:	153.95
RADIO WORKS LLC	2/09/24	JAN ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	285.00
	2/09/24	JANUARY ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	150.00
	2/09/24	JANUARY ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	200.00
	2/09/24	JANUARY ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	200.00
	2/09/24	JANUARY ADS	LIQUOR	O-GEN MISC	600.00
	2/09/24	JANUARY ADS	LIQUOR	O-GEN MISC	<u>150.00</u>
				TOTAL:	1,585.00
RED BULL DISTRIBUTION COMPANY INC	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	<u>132.81</u>
				TOTAL:	132.81
RICKERS STUDIO	2/09/24	FIRE DEPARTMENT PHOTO	GENERAL FUND	FIRE ADMINISTRATION	<u>3,339.66</u>
				TOTAL:	3,339.66
ROUND LAKE VINEYARDS & WINERY LLC	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	<u>350.00</u>
				TOTAL:	350.00
RUNNINGS SUPPLY INC-ACCT#9502440	2/09/24	COLLECTION SYSTEM MAIN	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	19.56
	2/09/24	WWTP SUPPLIES	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>15.33</u>
				TOTAL:	34.89
RUNNINGS SUPPLY INC-ACCT#9502485	2/09/24	SCREWS AND BOLTS	GENERAL FUND	ECONOMIC DEVELOPMENT	32.62
	2/09/24	WASHER FLUID RU ROOM	GENERAL FUND	POLICE ADMINISTRATION	35.88
	2/09/24	CAPS AND PRESSURE CAP	GENERAL FUND	PAVED STREETS	9.77
	2/09/24	GLOVES	GENERAL FUND	PAVED STREETS	37.98
	2/09/24	WRENCH	GENERAL FUND	PAVED STREETS	56.99
	2/09/24	BINDER CHAINA AND PAIL	GENERAL FUND	PAVED STREETS	643.35
	2/09/24	#412 HOOKS AND JOINTS	GENERAL FUND	PAVED STREETS	25.98
	2/09/24	CHAD BOOTS	GENERAL FUND	PAVED STREETS	204.95
	2/09/24	WISE GRIP	GENERAL FUND	PAVED STREETS	182.99
	2/09/24	#403 HITCH PIN	GENERAL FUND	ICE AND SNOW REMOVAL	5.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/09/24	SANDER OIL	GENERAL FUND	ICE AND SNOW REMOVAL	45.98
	2/09/24	MAILBOX SCREWS	GENERAL FUND	ICE AND SNOW REMOVAL	53.78
	2/09/24	PUSH MOWER	RECREATION	PARK AREAS	39.98
	2/09/24	SPRAY PAINT	RECREATION	PARK AREAS	<u>23.97</u>
				TOTAL:	1,400.21
SAFETYFIRST PLAYGROUND MAINTENANCE	2/09/24	PLAYGROUND AND SURFACING	RECREATION	PARK AREAS	<u>4,760.00</u>
				TOTAL:	4,760.00
SCHAAP SANITATION	2/09/24	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	119.66
	2/09/24	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	66.86
	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	728.11
	2/09/24	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.73
	2/09/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	44.21
	2/09/24	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	297.01
	2/09/24	MONTHLY SERVICE	RECREATION	FIELD HOUSE	208.65
	2/09/24	MONTHLY SERVICE	RECREATION	ICE ARENA	240.95
	2/09/24	MONTHLY SERVICE	RECREATION	PARK AREAS	728.11
	2/09/24	MONTHLY SERVICE	RECREATION	PARK AREAS	104.73
	2/09/24	MONTHLY SERVICE	RECREATION	10TH STREET PAVILION	182.16
	2/09/24	MONTHLY SERVICE	WATER	O-DISTR MISC	119.40
	2/09/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	343.50
	2/09/24	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	207.74
	2/09/24	MONTHLY SERVICE	LIQUOR	O-GEN MISC	298.58
	2/09/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>106.27</u>
				TOTAL:	3,900.67
SCHUETT AUTO BODY LLC	2/09/24	CLAIM #CA-311735	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>1,674.78</u>
				TOTAL:	1,674.78
SCHWALBACH ACE 5930	2/09/24	SERVICE CALL FURNACE	GENERAL FUND	CENTER FOR ACTIVE LIVI	125.00
	2/09/24	CHAIN LINK	RECREATION	BALLFIELD MAINTENANCE	4.59
	2/09/24	ROOF TAR SUNSET	RECREATION	PARK AREAS	18.58
	2/09/24	SPRAY PAINT	RECREATION	PARK AREAS	9.99
	2/09/24	SCREWDRIVER	RECREATION	PARK AREAS	68.96
	2/09/24	OLSON RESTROOM GLUE	RECREATION	OLSON PARK CAMPGROUND	<u>9.59</u>
				TOTAL:	236.71
SHINE BROS CORP OF MINN	2/09/24	KUBOTA MOWER	RECREATION	PARK AREAS	17.40
	2/09/24	GRILLS	RECREATION	PARK AREAS	179.82
	2/09/24	SS FOR SLUDGE JUDGE HOOKS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>60.24</u>
				TOTAL:	257.46
SOUTHERN GLAZER'S WINE AND SPIRITS LL	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,030.03
	2/09/24	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	280.00
	2/09/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	10,949.01
	2/09/24	WINE	LIQUOR	NON-DEPARTMENTAL	983.92
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	3.39
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	170.05
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	4.16
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	169.12
	2/09/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>13.56</u>
				TOTAL:	20,632.09

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
STENZEL EXCAVATING LLC	2/09/24	SNOW HAULING	GENERAL FUND	ICE AND SNOW REMOVAL	<u>2,480.00</u>
				TOTAL:	2,480.00
STREICHER'S INC	2/09/24	RIFE LIGHT AND OPTIC	GENERAL FUND	POLICE ADMINISTRATION	<u>549.96</u>
				TOTAL:	549.96
STUART C IRBY CO	2/09/24	CRIMPER TOOL REPAIR	ELECTRIC	O-DISTR MISC	313.70
	2/09/24	3 POINT JUNCTIONS	ELECTRIC	FA DISTR UNDRGRND COND	<u>1,128.00</u>
				TOTAL:	1,441.70
THOMSON REUTERS - WEST	2/09/24	ONLINE SOFTWARE JAN 2024	GENERAL FUND	POLICE ADMINISTRATION	<u>288.11</u>
				TOTAL:	288.11
TOLLEFSON ENTERPRISES INC	2/09/24	ADVERTISING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>700.00</u>
				TOTAL:	700.00
TRANSOURCE TRUCK & EQUIPMENT	2/09/24	#410 LOADER SERVICE	GENERAL FUND	PAVED STREETS	536.30
	2/09/24	#410 LOADER SERVICE	GENERAL FUND	PAVED STREETS	1,019.53
	2/09/24	#410 LOADER SERVICE	GENERAL FUND	PAVED STREETS	<u>710.00</u>
				TOTAL:	2,265.83
TRI-STATE RENTAL CENTER	2/09/24	INFLATABLE RENTAL	RECREATION	FIELD HOUSE	400.00
	2/09/24	LIFT RENTAL	RECREATION	FIELD HOUSE	<u>85.00</u>
				TOTAL:	485.00
TRUCK CENTER COMPANIES	2/09/24	#439 ACUATOR HVAC	GENERAL FUND	PAVED STREETS	<u>59.45</u>
				TOTAL:	59.45
ULINE	2/09/24	EYE WASH STATION & TOWELS	RECREATION	ICE ARENA	<u>392.14</u>
				TOTAL:	392.14
VERIZON WIRELESS	2/09/24	CELL PHONE WPD	GENERAL FUND	POLICE ADMINISTRATION	675.75
	2/09/24	LAPTOP WPD	GENERAL FUND	POLICE ADMINISTRATION	884.89
	2/09/24	CELL PHONE SHARED	GENERAL FUND	SECURITY CENTER	41.47
	2/09/24	CELL PHONE SHARED	GENERAL FUND	SECURITY CENTER	41.47
	2/09/24	CELL PHONE ANIMAL CONTROL	GENERAL FUND	ANIMAL CONTROL ENFORCE	41.47
	2/09/24	LAPTOP ANIMAL CONTROL	GENERAL FUND	ANIMAL CONTROL ENFORCE	35.01
	2/09/24	CELL PHONE CSO	GENERAL FUND	CODE ENFORCEMENT	42.05
	2/09/24	LAPTOP CSO	GENERAL FUND	CODE ENFORCEMENT	<u>35.01</u>
				TOTAL:	1,797.12
WEBSTaurantSTORE	2/09/24	WATERWORLD UMBRELLA	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>2,086.70</u>
				TOTAL:	2,086.70
WESTMOR INDUSTRIES LLC	2/09/24	FUEL TRUCK CRYSTALS	AIRPORT	O-GEN MISC	587.16
	2/09/24	FUEL SYSTEM	AIRPORT	O-GEN MISC	476.00
	2/09/24	FUEL SYSTEM	AIRPORT	O-GEN MISC	<u>37.00</u>
				TOTAL:	1,100.16
WOODARD & CURRAN INC	2/09/24	PROFESSIONAL SERVICES FEBR	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>98,583.15</u>
				TOTAL:	98,583.15
WOODS, FULLER, SHULTZ & SMITH P.C.	2/09/24	GENERAL BUSINESS	GENERAL FUND	CITY ATTORNEY	2,580.00
	2/09/24	LARSON CRANE MATTER	GENERAL FUND	CITY ATTORNEY	<u>2,790.00</u>
				TOTAL:	5,370.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WORTHINGTON GLASS INC	2/09/24	SQUAD #20-25 WINDSHIELD	GENERAL FUND	POLICE ADMINISTRATION	354.45
	2/09/24	SQUAD #20-25 WINDSHIELD	GENERAL FUND	POLICE ADMINISTRATION	125.00
	2/09/24	SIDE WINDOW IN #418	GENERAL FUND	ICE AND SNOW REMOVAL	<u>112.72</u>
				TOTAL:	592.17
WORTHINGTON OKABENA WINDSURFERS INC	2/09/24	DECK HAND SPONSOR 2024	LIQUOR	O-GEN MISC	<u>500.00</u>
				TOTAL:	500.00
WORTHINGTON REGIONAL ECON DEV CORP	2/09/24	2023 STAKEHOLDER MEMBER 4	ELECTRIC	ACCTS-ASSISTANCE	<u>5,000.00</u>
				TOTAL:	5,000.00
YMCA	2/09/24	2024 CRUISE DINNER SPONSOR LIQUOR		O-GEN MISC	2,500.00
	2/09/24	CRUISE DINNER TABLE SPONSO LIQUOR		O-GEN MISC	<u>1,100.00</u>
				TOTAL:	3,600.00
ZEP SALES & SERVICE-ACUITY SPECIALTY P	2/09/24	CLEANING SUPPLIES	ELECTRIC	O-DISTR MISC	<u>338.15</u>
				TOTAL:	338.15

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

101	GENERAL FUND	393,381.62
202	MEMORIAL AUDITORIUM	5,694.85
229	RECREATION	32,597.72
231	ECONOMIC DEV AUTHORITY	3,367.11
401	IMPROVEMENT CONST	38,310.00
425	OKABENA ESTATES	150.00
426	CCSI REDEVELOPMENT	150.00
428	NEWCASTLE TOWNHOMES	150.00
431	AQUATIC CENTER FACILITY	2,086.70
433	HOTEL TIF #15	150.00
434	NORTHLAND MALL TIF #16	150.00
435	GRAND TERRACE APT TIF 17	150.00
436	HOTEL THOMPSON TIF #18	150.00
437	CEMSTONE REDEVEL TIF#19	150.00
601	WATER	73,385.07
602	MUNICIPAL WASTEWATER	14,717.43
604	ELECTRIC	11,439.32
605	INDUSTRIAL WASTEWATER	141,481.64
606	STORM WATER MANAGEMENT	167,764.48
609	LIQUOR	144,742.28
612	AIRPORT	2,506.36
702	DATA PROCESSING	298.17
703	SAFETY PROMO/LOSS CTRL	1,674.78

GRAND TOTAL: 1,034,647.53

PACKET: 05004 MEDSURETY WK 2/9/24
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE				NO#

M00512		MEDSURETY LLC	D	2/08/2024			002133	25.00
M00512		MEDSURETY LLC	D	2/08/2024			002134	489.25
M00512		MEDSURETY LLC	D	2/08/2024			002135	332.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	846.25	846.25
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
 BANK TOTALS:	 3	 0.00	 846.25	 846.25

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
F00122	FIRST STATE BANK SOUTHWEST							
	I-CREDIT CARD DECEMB	FSBSW CREDIT CARD DECEMBER	D	1/31/2024		5,682.34CR	002130	
	I-JAN UT CC STATEMEN	JAN UTILITY CREDIT CARD	D	1/31/2024		778.82CR	002130	
	I-JANUARY BANK FEES	FIRST STATE BANK SOUTHWEST	D	1/31/2024		9,487.96CR	002130	15,949.12
M00115	MISSOURI RIVER ENERGY SERVICES							
	I-DEC PURCHASE POWER	REV DEC A/P- MBMPA PUR POWER	D	1/31/2024		1,353,642.52CR	002131	1,353,642.52
S00202	STATE OF MINNESOTA DEPT OF REVENUE							
	I-DEC DUE JAN	SALES TAX DECEMBER DUE JANUARY	D	1/31/2024		129,300.00CR	002132	129,300.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	1,498,891.64	1,498,891.64
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	1,498,891.64	1,498,891.64

VENDOR SET: 01 *** DRAFT/OTHER LISTING ***
BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
--------	-------------	------	--------------	--------------	----------	--------	-------------	----------------

*** POSTING PERIOD RECAP ***

FUND	PERIOD	AMOUNT
101	1/2024	4,530.38CR
202	1/2024	42.56CR
229	1/2024	3,112.82CR
231	1/2024	164.05CR
601	1/2024	2,905.68CR
602	1/2024	674.90CR
604	1/2024	1,408,592.49CR
609	1/2024	70,775.19CR
873	1/2024	8,093.57CR
=====		
ALL		1,498,891.64CR

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ARNOLD MOTOR SUPPLY LLP	2/02/24	CREDIT TERMIAL POSTS	ELECTRIC	O-DISTR UNDERGRND LINE	7.62-
	2/02/24	102 FILTER	ELECTRIC	O-DISTR UNDERGRND LINE	12.69
	2/02/24	STARTING FLUID	ELECTRIC	O-DISTR UNDERGRND LINE	3.57
	2/02/24	BATTERY LITTLE TRENCHER	ELECTRIC	O-DISTR UNDERGRND LINE	100.59
	2/02/24	HEAT SHRINK	ELECTRIC	O-DISTR UNDERGRND LINE	5.00
	2/02/24	OIL	ELECTRIC	O-DISTR UNDERGRND LINE	20.10
	2/02/24	AIR FILTER	ELECTRIC	O-DISTR UNDERGRND LINE	31.68
	2/02/24	HEAT SHRINK	ELECTRIC	O-DISTR MISC	<u>25.99</u>
				TOTAL:	192.00
ARTISAN BEER COMPANY	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	556.05
	2/02/24	THC	LIQUOR	NON-DEPARTMENTAL	<u>160.00</u>
				TOTAL:	716.05
BELLBOY CORPORATION	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	949.60
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	6,015.15
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	312.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	510.00-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	71.41-
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	7.33-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	510.00
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	10.85
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	114.00
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	16.50-
	2/02/24	SUPPLIES	LIQUOR	O-GEN MISC	<u>100.00</u>
				TOTAL:	7,406.36
BEVERAGE WHOLESALERS INC	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	12,680.35
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	3,540.50
	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	177.60
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>10,761.56</u>
				TOTAL:	27,160.01
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,228.78
	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	88.00
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	96.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	40.44-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	280.60-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	89.95-
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	54.27
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	22.20
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	3.70
	2/02/24	LIQUOR	LIQUOR	O-SOURCE MISC	0.31-
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	1.85-
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>1.85-</u>
				TOTAL:	5,077.95
C & B OPERATIONS LLC	2/02/24	BALLFIELD GATOR	RECREATION	BALLFIELD MAINTENANCE	870.00
	2/02/24	BALLFIELD MOWER	RECREATION	BALLFIELD MAINTENANCE	3,660.00
	2/02/24	AIRPORT RENTAL	AIRPORT	O-GEN MISC	<u>2,595.00</u>
				TOTAL:	7,125.00
CAPITAL ONE	2/02/24	SHARK HP200 AIR PURIFIER	GENERAL FUND	CENTER FOR ACTIVE LIVI	378.00
	2/02/24	SUPPLIES FOR CAL	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>147.24</u>
				TOTAL:	525.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHRISTINA CASTELLANO	2/02/24	BCA TRAINING ST PAUL	GENERAL FUND	POLICE ADMINISTRATION	<u>67.79</u>
				TOTAL:	67.79
CILENGI, MARILYN	2/02/24	MILEAGE CERTIFICATATION	GENERAL FUND	ENGINEERING ADMIN	<u>556.20</u>
				TOTAL:	556.20
CINTAS CORP	2/02/24	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>56.00</u>
				TOTAL:	56.00
CLARK-VINROOT PROPERTIES	2/02/24	FACADE GRANT (EL MEXICANO WGTN EDA		BUSINESS DEVELOPMENT	<u>30,000.00</u>
				TOTAL:	30,000.00
DAKOTA SUPPLY GROUP INC	2/02/24	1- 10" GATE VALVE W/BRONZE WATER		M-TRANS MAINS	<u>2,384.61</u>
				TOTAL:	2,384.61
DOLL DISTRIBUTING LLC	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	9,476.85
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	1,247.40
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	840.00
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	2,608.45
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	168.00
	2/02/24	BEER	LIQUOR	NON-DEPARTMENTAL	<u>151.00</u>
				TOTAL:	14,491.70
ECHO GROUP INC	2/02/24	LED LIGHT	ELECTRIC	M-DISTR ST LITE & SIG	146.22
	2/02/24	DUCT SEAL	ELECTRIC	M-DISTR METERS	16.78
	2/02/24	UL CORD	ELECTRIC	M-DISTR METERS	<u>45.82</u>
				TOTAL:	208.82
ELECTRO WATCHMAN INC	2/02/24	PROXY KEY	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,093.85
	2/02/24	UPGRADE AND SUPPORT	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>1,070.39</u>
				TOTAL:	2,164.24
FORUM COMMUNICATIONS COMPANY	2/02/24	PROP ORD #1201	GENERAL FUND	CLERK'S OFFICE	53.81
	2/02/24	RESOLUTION # 2023-11-59	GENERAL FUND	CLERK'S OFFICE	103.91
	2/02/24	PROP #1201 AMEND	GENERAL FUND	CLERK'S OFFICE	34.10
	2/02/24	DISPATCHER AD	GENERAL FUND	CLERK'S OFFICE	1,199.00
	2/02/24	TRUTH IN TAXATION	GENERAL FUND	CLERK'S OFFICE	45.69
	2/02/24	PROP ORD #1201	GENERAL FUND	CLERK'S OFFICE	53.57
	2/02/24	DUBPLICATE PMT HRA AD	GENERAL FUND	PERSONNEL & RECRUITMEN	1,594.00
	2/02/24	CHANGE OF ZONE DEC 20	GENERAL FUND	ECONOMIC DEVELOPMENT	71.44
	2/02/24	THE GLOBE CALENDAR	GENERAL FUND	OTHER GEN GOVT MISC	500.00
	2/02/24	NOVEMBER CAL ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	120.00
	2/02/24	CAL OCTOBER ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	120.00
	2/02/24	DECEMBER CAL ADS	GENERAL FUND	CENTER FOR ACTIVE LIVI	120.00
	2/02/24	NOTICE OF HEARING PROPOSE	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	95.79
	2/02/24	NOTICE OF HEARING PROPOSE	IMPROVEMENT CONST	2ND AVE-12TH TO 13TH R	95.79
	2/02/24	LIQUOR STORE ADS DEC	LIQUOR	O-GEN MISC	<u>1,852.00</u>
				TOTAL:	2,871.10
FRONTIER COMMUNICATION SERVICES	2/02/24	MONTHLY SERVICE	GENERAL FUND	MAYOR AND COUNCIL	48.87
	2/02/24	MONTHLY SERVICE	GENERAL FUND	CLERK'S OFFICE	95.31
	2/02/24	MONTHLY SERVICE	GENERAL FUND	ENGINEERING ADMIN	80.60
	2/02/24	MONTHLY SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	23.83
	2/02/24	MONTHLY SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	68.94
	2/02/24	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	235.21
	2/02/24	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	222.21

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/02/24	MONTHLY SERVICE	RECREATION	PARK AREAS	48.87
	2/02/24	MONTHLY SERVICE	AIRPORT	O-GEN MISC	47.44
	2/02/24	MONTHLY SERVICE	DATA PROCESSING	DATA PROCESSING	105.39
	2/02/24	MONTHLY SERVICE	DATA PROCESSING	COPIER/FAX	<u>47.66</u>
				TOTAL:	1,024.33
GENERAL REPAIR SERVICE	2/02/24	PUMPS PER JERRY VOGT	INDUSTRIAL WASTEWA	FA MISC	<u>27,646.83</u>
				TOTAL:	27,646.83
GRAHAM TIRE OF WORTHINGTON INC	2/02/24	TIRE REPAIR	RECREATION	PARK AREAS	32.00
	2/02/24	TIRE REPAIR	RECREATION	PARK AREAS	<u>38.12</u>
				TOTAL:	70.12
GRAINGER	2/02/24	NOTE BOOKS FOR SUBS	ELECTRIC	M-DISTR STATION EQUIPM	20.24
	2/02/24	FREEZE SPRAY SAFETY SIGNS	ELECTRIC	M-DISTR STATION EQUIPM	<u>39.70</u>
				TOTAL:	59.94
GRANICUS LLC	2/02/24	WEBSITE DESIGN	GENERAL FUND	ADMINISTRATION	<u>5,400.00</u>
				TOTAL:	5,400.00
GRIDOR CONSTRUCTION INC	2/02/24	PAY REQUEST #30 MWWTF IMPR	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	<u>110,090.00</u>
				TOTAL:	110,090.00
INTEGRITY AVIATION INC	2/02/24	MANAGEMENT FEE	AIRPORT	O-GEN MISC	<u>2,312.00</u>
				TOTAL:	2,312.00
IUOE LOCAL 49 FRINGE BENEFIT FUND	2/02/24	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	763.32
	2/02/24	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	852.72
	2/02/24	HEALTH INSURANCE-FEB FOR M	GENERAL FUND	NON-DEPARTMENTAL	221.24
	2/02/24	HEALTH INSURANCE-FEB FOR M	GENERAL FUND	NON-DEPARTMENTAL	200.33
	2/02/24	HEALTH INSURANCE-FEB FOR M	GENERAL FUND	NON-DEPARTMENTAL	119.90
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	830.62
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	1,046.10
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	FIRE ADMINISTRATION	8.45
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	445.95
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	392.86
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	1,371.50
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	1,278.33
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	3,094.43
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	ICE AND SNOW REMOVAL	3,782.80
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	SIGNS AND SIGNALS	59.53
	2/02/24	HEALTH PREMIUM 49ERS	GENERAL FUND	MISC SPECIAL DAYS/EVEN	110.55
	2/02/24	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	271.06
	2/02/24	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	242.40
	2/02/24	HEALTH INSURANCE-FEB FOR M	RECREATION	NON-DEPARTMENTAL	127.84
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	251.83
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	92.50
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	ICE ARENA	85.91
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	627.06
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	848.02
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	OLSON PARK CAMPGROUND	226.43
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	OLSON PARK CAMPGROUND	120.30
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	549.24
	2/02/24	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	226.98
	2/02/24	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	9.68
	2/02/24	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	8.30

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/02/24	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	31.34
	2/02/24	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	CHURCH-OXFORD TO 2ND C	39.18
	2/02/24	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2ND AVE-12TH TO 13TH R	15.67
	2/02/24	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	2ND AVE-12TH TO 13TH R	7.84
	2/02/24	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	E 9TH AVE SWR EXT-10-1	7.84
	2/02/24	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	573.84
	2/02/24	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	553.10
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	172.57
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	181.65
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	401.57
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	822.62
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	517.44
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	369.03
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-DISTR METERS	643.48
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	956.05
	2/02/24	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	473.31
	2/02/24	HEALTH PREMIUM 49ERS	WATER	M-SOURCE WELLS & SPRNG	23.45
	2/02/24	HEALTH PREMIUM 49ERS	WATER	M-PUMPING	137.69
	2/02/24	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	305.60
	2/02/24	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,264.34
	2/02/24	HEALTH PREMIUM 49ERS	WATER	PROJECT #2	250.75
	2/02/24	HEALTH PREMIUM 49ERS	WATER	PROJECT #2	160.64
	2/02/24	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	117.54
	2/02/24	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	763.28
	2/02/24	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	763.28
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	128.73
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	299.92
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,395.78
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,365.73
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	690.12
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	670.28
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	723.88
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	803.71
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,386.96
	2/02/24	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,185.83
	2/02/24	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	11.06
	2/02/24	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	11.06
	2/02/24	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	62.69
	2/02/24	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	62.69
	2/02/24	HEALTH INS PREMIUM 49ERS	AIRPORT	NON-DEPARTMENTAL	38.59
	2/02/24	HEALTH PREMIUM 49ERS	AIRPORT	O-GEN MISC	<u>218.69</u>
			TOTAL:		36,875.00
JACOBSEN BRENT	2/02/24	AIBO MEETING LODGING	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>468.23</u>
				TOTAL:	468.23
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	2/02/24	FITTINGS	ELECTRIC	O-DISTR UNDERGRND LINE	<u>2.49</u>
				TOTAL:	2.49
JOHNSON BROTHERS LIQUOR CO	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,239.40
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	456.20
	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	48.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	624.10
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	454.75
	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	48.00
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	85.14

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	17.82
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	15.84
	2/02/24	FREIHGT	LIQUOR	O-SOURCE MISC	<u>19.80</u>
				TOTAL:	7,009.05
JOHNSTON AUTOSTORES	2/02/24	HEADLIGHT 206 & 203	WATER	O-DIST UNDERGRND LINES	<u>23.64</u>
				TOTAL:	23.64
JOSEPH JOSWIAK	2/02/24	MEALS MSCIC	GENERAL FUND	POLICE ADMINISTRATION	<u>72.56</u>
				TOTAL:	72.56
LAW ENFORCEMENT LABOR SERVICES INC #27	2/02/24	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>344.16</u>
				TOTAL:	344.16
MINNESOTA CHILD SUPPORT PAYMENT CTR	2/02/24	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	<u>139.82</u>
				TOTAL:	139.82
MISCELLANEOUS V CORTRIGHT, GARY	2/02/24	CORTRIGHT, GARY:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
GAUL, HILARY	2/02/24	GAUL, HILARY:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
HOFER, ROBERT	2/02/24	HOFER, ROBERT:REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
DIT, ABRAHAM J	2/02/24	DIT, ABRAHAM J:REFUND	ELECTRIC	NON-DEPARTMENTAL	46.69
LOPEZ LOPEZ, ISRAEL	2/02/24	LOPEZ LOPEZ, ISRAEL:REFUND	ELECTRIC	NON-DEPARTMENTAL	<u>20.52</u>
				TOTAL:	1,217.21
MORGAN CREEK VINEYARDS	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	<u>201.60</u>
				TOTAL:	201.60
MORRIS ELECTRONICS INC	2/02/24	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	93.75
	2/02/24	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	46.88
	2/02/24	TECHINCAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	156.25
	2/02/24	SOFTWARE- SYMANTEC	WATER	ACCTS-RECORDS & COLLEC	85.94
	2/02/24	TECHINCAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	46.88
	2/02/24	TECHINCAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	54.69
	2/02/24	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	93.75
	2/02/24	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	46.87
	2/02/24	TECHINCAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	156.25
	2/02/24	SOFTWARE- SYMANTEC	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	85.95
	2/02/24	TECHINCAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	46.87
	2/02/24	TECHINCAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	54.70
	2/02/24	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	187.50
	2/02/24	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	93.75
	2/02/24	TECHINCAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	312.50
	2/02/24	SOFTWARE- SYMANTEC	ELECTRIC	ACCTS-RECORDS & COLLEC	171.86
	2/02/24	TECHINCAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	93.75
	2/02/24	TECHINCAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>109.36</u>
				TOTAL:	1,937.50
NEO ELECTRICAL SOLUTIONS, LLC	2/02/24	FINAL PAYMENT RETAINAGE PA	AIRPORT	NON-DEPARTMENTAL	<u>4,052.71</u>
				TOTAL:	4,052.71
OFFICE OF MNIT SERVICES	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ADMINISTRATION	30.74
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	CLERK'S OFFICE	40.45
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ACCOUNTING	31.50
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ENGINEERING ADMIN	4.00
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ENGINEERING ADMIN	101.59
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ECONOMIC DEVELOPMENT	4.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/02/24	MONTHLY VOICE SERVICES	GENERAL FUND	ECONOMIC DEVELOPMENT	42.38
	2/02/24	MONTHLY VOICE SERVICES	RECREATION	FIELD HOUSE	61.47
	2/02/24	MONTHLY VOICE SERVICES	DATA PROCESSING	DATA PROCESSING	<u>35.33</u>
				TOTAL:	351.46
ONE OFFICE SOLUTION-WOUTIL	2/02/24	CREDIT PENCILS	WATER	ACCTS-RECORDS & COLLEC	2.05-
	2/02/24	LINER MISC	WATER	ACCTS-RECORDS & COLLEC	13.06
	2/02/24	TISSUES, PENS, WIPES	WATER	ACCTS-RECORDS & COLLEC	20.15
	2/02/24	CREDIT PENCILS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	2.03-
	2/02/24	LINER MISC	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	13.06
	2/02/24	TISSUES, PENS, WIPES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	20.13
	2/02/24	CREDIT PENCILS	ELECTRIC	ACCTS-RECORDS & COLLEC	4.09-
	2/02/24	MISC SUPPLIES PENCILS	ELECTRIC	ACCTS-RECORDS & COLLEC	1.63
	2/02/24	LINER MISC	ELECTRIC	ACCTS-RECORDS & COLLEC	26.12
	2/02/24	TISSUES, PENS, WIPES	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>40.29</u>
				TOTAL:	126.27
PAUSTIS WINE COMPANY	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	2,135.00
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>30.00</u>
				TOTAL:	2,165.00
PHILLIPS WINE & SPIRITS INC	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,500.36
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	3,047.37
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	26.92
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>116.82</u>
				TOTAL:	5,691.47
POLLARDWATER	2/02/24	SERVICE LINE TOOLS	WATER	O-DIST UNDERGRND LINES	<u>151.05</u>
				TOTAL:	151.05
RESCO	2/02/24	TRANSFORMER STUD BARS	ELECTRIC	FA DISTR LINE TRANSFOR	<u>942.36</u>
				TOTAL:	942.36
RON'S REPAIR INC	2/02/24	UNIT #202 DOT INSPECTION	WATER	M-TRANS MAINS	379.94
	2/02/24	UNIT #205 DOT INSPECTION	WATER	M-TRANS MAINS	<u>363.17</u>
				TOTAL:	743.11
ROUND LAKE VINEYARDS & WINERY LLC	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	581.58
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	<u>150.00</u>
				TOTAL:	731.58
RTVISION INC	2/02/24	ONE OFFICE SOFTWARE	GENERAL FUND	ENGINEERING ADMIN	<u>3,700.00</u>
				TOTAL:	3,700.00
RUNNINGS SUPPLY INC-ACCT#9502440	2/02/24	PLANT MAINTENANCE TOOLS	WATER	M-PURIFY EQUIPMENT	24.99
	2/02/24	WAND HANDLE VAC	ELECTRIC	O-DISTR UNDERGRND LINE	64.98
	2/02/24	COUPLING FOR VAC	ELECTRIC	O-DISTR UNDERGRND LINE	79.99
	2/02/24	SPARK PLUG	ELECTRIC	O-DISTR UNDERGRND LINE	4.59
	2/02/24	EXTENSION CORD	ELECTRIC	O-DISTR METERS	<u>26.78</u>
				TOTAL:	201.33
SCHEDULESPUS LLC	2/02/24	ANNUAL LICENSE	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>840.00</u>
				TOTAL:	840.00
SCHROEDER BRYANT	2/02/24	KENNEL BUILDING SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	<u>266.16</u>
				TOTAL:	266.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHWALBACH ACE 5930	2/02/24	SPACE HEATER	RECREATION	ICE ARENA	<u>35.99</u>
				TOTAL:	35.99
SHORT ELLIOTT HENDRICKSON INC	2/02/24	SUNSET PARK IMPROVEMENTS	RECREATION	PARK AREAS	3,530.00
	2/02/24	OLSON PED BRIDGE	RECREATION	PARK AREAS	1,890.27
	2/02/24	TAP TRAILS CA	IMPROVEMENT CONST	OXFORD STREET RECON	525.05
	2/02/24	OXFORD ST CA	IMPROVEMENT CONST	OXFORD STREET RECON	<u>1,795.90</u>
				TOTAL:	7,741.22
SOUTHERN GLAZER'S WINE AND SPIRITS LL	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,095.89
	2/02/24	MIX	LIQUOR	NON-DEPARTMENTAL	27.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	234.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	86.00
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	231.00-
	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	60.00-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	90.00-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	200.00-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	117.00-
	2/02/24	LIQUOR	LIQUOR	NON-DEPARTMENTAL	150.00-
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	59.62
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>0.62</u>
				TOTAL:	3,658.83
TEXAS REFINERY CORP	2/02/24	FUEL ADDITIVES	ELECTRIC	O-SOURCE GENERATION	<u>742.20</u>
				TOTAL:	742.20
TRI-STATE GENERAL CONTRACTING	2/02/24	AQUATIC CENTER PAYMENT #21	AQUATIC CENTER FAC	NON-DEPARTMENTAL	4,446.35-
	2/02/24	AQUATIC CENTER PAYMENT #21	AQUATIC CENTER FAC	NON-DEPARTMENTAL	169,356.07
	2/02/24	AQUATIC CENTER PAYMENT #21	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>88,926.98</u>
				TOTAL:	253,836.70
TRI-STATE RENTAL CENTER	2/02/24	AL WIRE	ELECTRIC	O-DISTR MISC	<u>23.36</u>
				TOTAL:	23.36
ULINE	2/02/24	BOARD, MATS, TISSUE, GLOVE	RECREATION	FIELD HOUSE	<u>719.14</u>
				TOTAL:	719.14
VERIZON WIRELESS	2/02/24	MONTHLY CELL SERVICE	GENERAL FUND	ADMINISTRATION	40.67
	2/02/24	MONTHLY CELL SERVICE	GENERAL FUND	ADMINISTRATION	40.40
	2/02/24	MONTHLY CELL SERVICE	GENERAL FUND	ENGINEERING ADMIN	130.81
	2/02/24	MONTHLY CELL SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	85.80
	2/02/24	MONTHLY CELL SERVICE	GENERAL FUND	PAVED STREETS	159.50
	2/02/24	MONTHLY CELL SERVICE	RECREATION	FIELD HOUSE	80.80
	2/02/24	MONTHLY CELL SERVICE	RECREATION	PARK AREAS	80.80
	2/02/24	MONTHLY CELL SERVICE	RECREATION	OLSON PARK CAMPGROUND	40.40
	2/02/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	40.01
	2/02/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	46.24
	2/02/24	MONTHLY WIRELESS SERVICE	WATER	ADMIN OFFICE SUPPLIES	11.56
	2/02/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.01
	2/02/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	41.24

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/02/24	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	11.56
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.01
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	46.24
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	41.24
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	23.12
	2/02/24	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	46.24
	2/02/24	MONTHLY CELL SERVICE	DATA PROCESSING	DATA PROCESSING	<u>40.40</u>
				TOTAL:	1,333.26
THE WINE COMPANY	2/02/24	WINE	LIQUOR	NON-DEPARTMENTAL	856.00
	2/02/24	FREIGHT	LIQUOR	O-SOURCE MISC	<u>9.90</u>
				TOTAL:	865.90
ZEP SALES & SERVICE-ACUITY SPECIALTY P	2/02/24	CLEANING SUPPLIES	ELECTRIC	O-DISTR MISC	<u>512.46</u>
				TOTAL:	512.46

===== FUND TOTALS =====		
101	GENERAL FUND	31,493.36
229	RECREATION	14,757.43
232	WGTN EDA	30,000.00
401	IMPROVEMENT CONST	2,632.38
431	AQUATIC CENTER FACILITY	253,836.70
601	WATER	11,947.91
602	MUNICIPAL WASTEWATER	122,108.34
604	ELECTRIC	4,237.95
605	INDUSTRIAL WASTEWATER	27,646.83
606	STORM WATER MANAGEMENT	147.50
609	LIQUOR	77,027.50
612	AIRPORT	9,264.43
702	DATA PROCESSING	228.78

	GRAND TOTAL:	585,329.11

PACKET: 04997 PAYROLL 2/02/2024 - 9
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
C00333		COLONIAL LIFE & ACCIDENT INSURAD		2/07/2024			002121	2,375.44
D00173		DEFERRED COMP- MINNESOTA STATE D		2/07/2024			002122	7,023.53
E00088		EFTPS	D	2/07/2024			002123	67,594.65
M00512		MEDSURETY LLC	D	2/07/2024			002124	8,181.98
M00512		MEDSURETY LLC	D	2/07/2024			002125	3,156.25
M00512		MEDSURETY LLC	D	2/07/2024			002126	416.66
M00309		MINNESOTA STATE RETIREMENT SYSTD		2/07/2024			002127	2,410.00
P00039		PUBLIC EMPLOYEES RETIREMENT ASSD		2/07/2024			002128	57,853.50
S00202		STATE OF MINNESOTA DEPT OF REVED		2/07/2024			002129	13,815.62

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	9	0.00	162,827.63	162,827.63
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	9	0.00	162,827.63	162,827.63

PACKET: 04987 1/26/24 MEDSURETY FSA
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT

M00512		MEDSURETY LLC	D	1/26/2024			002120	833.32

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	833.32	833.32
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
 BANK TOTALS:	 1	 0.00	 833.32	 833.32

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ARAMARK	1/26/24	4 WEEK TOWEL DELIVERY SERV	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>112.09</u>
				TOTAL:	112.09
ARNOLD MOTOR SUPPLY LLP	1/26/24	U NUT	ELECTRIC	O-DISTR MISC	<u>9.25</u>
				TOTAL:	9.25
ASTRUP DRUG INC	1/26/24	2023 TAX ABATEMENT	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	<u>3,750.56</u>
				TOTAL:	3,750.56
BOLTON & MENK INC	1/26/24	INDUST WWTF PLAN	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>3,394.80</u>
				TOTAL:	3,394.80
CLARK-VINROOT PROPERTIES	1/26/24	1009 3RD AVE FACADE MATCHI	WGTN EDA	BUSINESS DEVELOPMENT	<u>10,000.00</u>
				TOTAL:	10,000.00
CODE BLUE K9, LLC	1/26/24	K9 TRAINING DOWN PAYMENT	GENERAL FUND	POLICE ADMINISTRATION	<u>3,000.00</u>
				TOTAL:	3,000.00
CORE ELECTRIC	1/26/24	CAL REPAIR WORK	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>3,853.48</u>
				TOTAL:	3,853.48
CREATIVE PRODUCT SOURCING INC-DARE	1/26/24	DARE SHIRTS	GENERAL FUND	DARE	<u>3,136.14</u>
				TOTAL:	3,136.14
CRYTEEL TRUCK EQUIPMENT INC	1/26/24	#439 SANDER	GENERAL FUND	ICE AND SNOW REMOVAL	<u>581.08</u>
				TOTAL:	581.08
CUSTOM GRAPHICS	1/26/24	REFLECTIVE TABS	GENERAL FUND	POLICE ADMINISTRATION	<u>270.00</u>
				TOTAL:	270.00
DEPUTY REGISTER #33	1/26/24	TITLE/REGISTRATION VEHICLE	WATER	O-DISTR MISC	233.75
	1/26/24	TITLE/REGISTRATION VEHICLE	MUNICIPAL WASTEWAT	O-PURIFY MISC	170.00
	1/26/24	TITLE/REGISTRATION VEHICLE	ELECTRIC	O-DISTR MISC	<u>318.75</u>
				TOTAL:	722.50
DGR ENGINEERING	1/26/24	2018 AIR PERMIT RENEWAL	ELECTRIC	O-SOURCE MISC	1,475.42
	1/26/24	SUBSTATION #3 FEEDERS	ELECTRIC	FA DISTR STATION EQUIP	271.95
	1/26/24	SUBSTATION PLANNING #3	ELECTRIC	FA DISTR STATION EQUIP	192.00
	1/26/24	SUBSTATION #3 FEEDERS	ELECTRIC	FA IMPROVE OTHER THAN	<u>375.55</u>
				TOTAL:	2,314.92
DITCH WITCH UNDERCON	1/26/24	PUSHER PARTS	ELECTRIC	O-DISTR MISC	<u>635.41</u>
				TOTAL:	635.41
DUBOIS CHEMICALS INC	1/26/24	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,587.01
	1/26/24	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>12,018.11</u>
				TOTAL:	23,605.12
E-Z WASH	1/26/24	CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	<u>44.00</u>
				TOTAL:	44.00
FIFE WATER SERVICES INC	1/26/24	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>19,059.24</u>
				TOTAL:	19,059.24
FRONTIER COMMUNICATION SERVICES	1/26/24	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	261.75
	1/26/24	MONTHLY SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	148.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/26/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	82.61
	1/26/24	MONTHLY SERVICE	LIQUOR	O-GEN MISC	<u>304.84</u>
				TOTAL:	798.08
GREATAMERICA FINANCIAL SERVICES CORPOR	1/26/24	COPIER SERVICE	GENERAL FUND	PAVED STREETS	50.61
	1/26/24	COPIER SERVICE	RECREATION	PARK AREAS	50.61
	1/26/24	COPIER SERVICE	STORM WATER MANAGE	STORM DRAINAGE	<u>50.60</u>
				TOTAL:	151.82
HAWKINS INC	1/26/24	1495LB CHLORINE & CHEMICAL WATER		O-PURIFY	5,294.36
	1/26/24	CHLORINE CYLINDER	WATER	O-PURIFY	10.00
	1/26/24	DEMURRAGE CHLORINE CLYNDER	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>20.00</u>
				TOTAL:	5,324.36
JACOBSEN BRENT	1/26/24	2024 BUILD INSP CONFERENCE	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>44.75</u>
				TOTAL:	44.75
LARSON JESSE	1/26/24	BOILER CLASS TEST SIGNUP	GENERAL FUND	PAVED STREETS	50.00
	1/26/24	BOILER CLASS TEST SIGNUP L	GENERAL FUND	PAVED STREETS	<u>11.69</u>
				TOTAL:	61.69
LISTEN TO LEAD LLC	1/26/24	TRAINING AND FACILITATION	GENERAL FUND	ADMINISTRATION	6,000.00
	1/26/24	TRAINING AND FACILITATION	GENERAL FUND	ADMINISTRATION	<u>1,280.00</u>
				TOTAL:	7,280.00
LOPEZ JORGE	1/26/24	2024 ANN BUILDING INSPECTI	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>274.66</u>
				TOTAL:	274.66
MC GLASS & KEY INC	1/26/24	SERVICE CALL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>881.98</u>
				TOTAL:	881.98
MCEA/D7 ENGINEERS	1/26/24	MCEA/D7 ENGINEERS CONFEREN	GENERAL FUND	ENGINEERING ADMIN	<u>200.00</u>
				TOTAL:	200.00
MID-STATES ORGANIZED CRIME INFO CENTER	1/26/24	2024 MEMBERSHIP	GENERAL FUND	POLICE ADMINISTRATION	<u>150.00</u>
				TOTAL:	150.00
MIDWEST GARAGE DOORS INC	1/26/24	SERVICE CALL FOR DOOR	GENERAL FUND	PAVED STREETS	<u>507.84</u>
				TOTAL:	507.84
MINNESOTA ENERGY RESOURCES CORP	1/26/24	MONTHLY SERVICE	WATER	O-DISTR MISC	123.93
	1/26/24	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	123.97
	1/26/24	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	<u>247.81</u>
				TOTAL:	495.71
MISCELLANEOUS V CHEN, ZAI KUAN	1/26/24	CHEN, ZAI KUAN:REFUND	ELECTRIC	NON-DEPARTMENTAL	150.71
LOPEZ-ESCOTO, JALYSHA	1/26/24	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	27.08
NESTEGARD, CHRISTINE J	1/26/24	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	36.28
FAIRLEY JR, PAUL L	1/26/24	UTILITY REFUND	ELECTRIC	NON-DEPARTMENTAL	878.00
FUERSTENBERG, STEVEN	1/26/24	FUERSTENBERG, STEVEN:REBAT	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
SAUER, TRAVIS	1/26/24	SAUER, TRAVIS:REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
LOPEZ-ESCOTO, JALYSHA	1/26/24	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.26
NESTEGARD, CHRISTINE J	1/26/24	UTILITY REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>0.07</u>
				TOTAL:	1,142.40
MISSOURI RIVER ENERGY SERVICES	1/26/24	RESOURCE ACTION PROGRAM	ELECTRIC	ACCTS-INFO & INSTR ADV	3,839.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	3,839.95
MN DEPT OF NATURAL RESOURCES-OMB	1/26/24	2024 LAKE WATER PERMIT	STORM WATER MANAGE	STREET CLEANING	140.00
				TOTAL:	140.00
NCL OF WISCONSIN INC	1/26/24	LAB SUPPLIES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	587.59
				TOTAL:	587.59
NOBLES COUNTY	1/26/24	LIGHTING RETROFIT BUSINESS	ELECTRIC	CUSTOMER INSTALL EXPEN	540.00
				TOTAL:	540.00
RUNNINGS SUPPLY INC-ACCT#9502440	1/26/24	METER NODE SCREWS	WATER	O-DISTR METERS	6.99
	1/26/24	SMALL TOOLS	WATER	O-DISTR MISC	21.99
	1/26/24	SMALL TOOLS	WATER	O-DISTR MISC	17.00
	1/26/24	PLANT MAINTENANCE TOOLS	WATER	M-PURIFY EQUIPMENT	39.65
	1/26/24	PIPE INSULATION	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	8.38
	1/26/24	PORTABLE HEATER	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	19.99
				TOTAL:	114.00
RUNNINGS SUPPLY INC-ACCT#9502485	1/26/24	TOOLS	GENERAL FUND	PAVED STREETS	50.93
	1/26/24	SCOTT COAT, GLOVES RESTROO	RECREATION	PARK AREAS	109.94
				TOTAL:	160.87
SCHWALBACH ACE #6067	1/26/24	HAZMAT SUITS FOR GREASY ME	WATER	O-DISTR METERS	24.97
	1/26/24	PAINT AND BRUSH	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	5.98
				TOTAL:	30.95
SOUTHWEST REGIONAL FIRE DEPT ASSN	1/26/24	2024 DUES	GENERAL FUND	FIRE ADMINISTRATION	100.00
				TOTAL:	100.00
SWIFT AIR INC	1/26/24	SERVICE CALL CITY HALL	GENERAL FUND	GENERAL GOVT BUILDINGS	651.37
				TOTAL:	651.37
T & R ELECTRIC SUPPLY CO INC	1/26/24	OIL TEST	ELECTRIC	M-DISTR STATION EQUIPM	908.44
				TOTAL:	908.44
TECH SALES COMPANY	1/26/24	SAMPLER TUBING	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	173.50
	1/26/24	SAMPLER TUBING	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	173.50
				TOTAL:	347.00
TRACTOR SUPPLY CREDIT PLAN	1/26/24	SPRAY TIP	GENERAL FUND	PAVED STREETS	11.99
				TOTAL:	11.99
VAPOR BLAST MFG CO	1/26/24	WET BLASTING MATERIALS	WATER	M-DISTR METERS	675.62
				TOTAL:	675.62

<u>VENDOR SORT KEY</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
===== FUND TOTALS =====					
101		GENERAL FUND	20,268.54		
202		MEMORIAL AUDITORIUM	1,143.73		
229		RECREATION	160.55		
231		ECONOMIC DEV AUTHORITY	3,899.44		
232		WGTN EDA	10,000.00		
601		WATER	6,448.26		
602		MUNICIPAL WASTEWATER	1,477.61		
604		ELECTRIC	9,956.93		
605		INDUSTRIAL WASTEWATER	46,059.16		
606		STORM WATER MANAGEMENT	190.60		
609		LIQUOR	304.84		

		GRAND TOTAL:	99,909.66		

PACKET: 04971 NYLIFE DUE 2/1/24
VENDOR SET: 01 CITY OF WORTHINGTON *** DRAFT/OTHER LISTING ***
BANK: 1 FIRST STATE BANK SOUTHWES

VENDOR	I.D.	NAME	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT

N00316		LIFE INSURANCE OF NORTH AMERICAD		1/29/2024			002119	3,644.26

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	3,644.26	3,644.26
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
 BANK TOTALS:	 1	 0.00	 3,644.26	 3,644.26

1/23/2024 12:42 PM

A / P CHECK REGISTER

PAGE: 1

PACKET: 04981 Regular Payments

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : 1 FIRST STATE BANK SOUTHWES

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
M00512	MEDSURETY LLC		D	1/16/2024			002117	25.00
M00512	MEDSURETY LLC		D	1/16/2024			002118	579.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	0.00	604.00	604.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	604.00	604.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0