

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, April 22, 2013**  
**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. CONSENT AGENDA**

1. CITY COUNCIL MINUTES (WHITE)
  - a. City Council Regular Meeting Minutes of April 8, 2013
  - b.. Emergency City Council Meeting Minutes of April 10, 2013
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Water & Light Commission Meeting Minutes of April 15, 2013
  - b. Economic Development Authority Meeting Minutes of April 8, 2013
3. FINANCIAL STATEMENTS
  - a. Municipal Liquor Store Income Statement for the Period of January 1, 2013 through March 31, 2013
  - b. General Fund Statement of Revenues and Expenditures - Budget and Actual - for the Period of January 1, 2013 through March 31, 2013
4. A. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)  
Case Item
  1. Application for Temporary On-Sale Beer License
  2. Application for Temporary On-Sale Liquor License

3. Application for On-Sale Beer License
4. Application to Block Streets - Worthington Okabena Wind - Surfers
5. **BILLS PAYABLE**

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

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

Case Items

1. Second Reading Proposed Ordinance Amending Title XV, Section 155.043 (C) (1) of the Worthington City Code - Walls and Fences
2. First Reading Proposed Ordinance Providing Criminal History Background Checks for Applicants for City Employment
3. Proposal to Adopt Emergency Storm Reserve Policy
4. Code Enforcement Officer/Housing Inspector Job Description

**G. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)**

Case Item

1. Consider Bid Award for Debris Management Site
2. Consider Approval of YMCA Fee Adjustment for Summer City Programs

**H. CITY COUNCIL BUSINESS - COMMUNITY/ECONOMIC DEVELOPMENT (GRAY)**

Case Items

1. Acceptance of 2013 Housing Study
2. Request for Worthington Rediscovered Funds

**I. COUNCIL COMMITTEE REPORTS**

1. Mayor Oberloh
2. Alderman Kuhle
3. Alderman Graber
4. Alderman Sankey
5. Alderman Wood
6. Alderman Nelson

**J. CITY ADMINISTRATOR REPORT**

**K. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, APRIL 8, 2013**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Council Members present: Mike Kuhle, Diane Graber, Rod Sankey, Ron Wood. Also present: Honorary Council Member, Carl Nagel. Council Members absent: Scott Nelson (excused).

Staff present: Craig Clark, City Administrator; Dwayne Haffield, Director of Engineering; Brad Chapulis, Director of Community/Economic Development; Janice Oberloh, City Clerk; Police Officers Mark Riley and Joe Joswiak.

Others present: Aaron Hagen, Daily Globe; Jorge Lopez and Lisa Graphenteen, SMHP; Randy Thompson, Worthington HRA; Ryan Weber, United Prairie Bank; Tom Jansa and Marty VanderMoore, Dakota Golf Management.

**HONORARY COUNCIL MEMBER**

Mayor Oberloh welcomed Carl Nagel as the Honorary Council Member for the months of March, April and May, 2013.

**AGENDA APPROVED WITH ADDITION**

Staff requested the addition of item *E.2 Adoption of Daily Rate Fees for Prairie View Golf Links* to the agenda.

The motion was made by Council Member Graber, seconded by Council Member Kuhle and unanimously carried to approve the agenda with the requested addition of item E.2.

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of the Regular Meeting March 25, 2013
- Minutes of Boards and Commissions - Water and Light Commission Minutes of April 1, 2013; Convention and Visitors Bureau Board of Directors Minutes of February 20, 2013
- Municipal Liquor Store Income Statement for the Period January 1, 2013 through February 28, 2013
- Bills Payable and totaling \$590,533.31 be ordered paid

**RESOLUTION NO. 3519 ADOPTED IN SUPPORT OF PROPOSED LOCAL GOVERNMENT AID (LGA) FORMULA BEFORE THE LEGISLATURE**

The Coalition of Greater Minnesota Cities (CGMC) was requesting that Cities adopt a resolution in

support of the proposed formula for LGA as well the over additional funding amount of \$80 million as was proposed by Governor Dayton. With the additional \$80 million, Worthington would receive \$3,109,731 in LGA in 2014.

The motion was made by Council Member Kuhle, seconded by Council Member Graber and unanimously carried to adopt the following resolution in support of the proposed LGA formula:

RESOLUTION NO. 3519

A RESOLUTION IN SUPPORT OF LOCAL GOVERNMENT AID REFORM INCLUDING AN ADDITIONAL APPROPRIATION OF \$80 MILLION FOR LOCAL GOVERNMENT AID AND A NEW, FAIRER DISTRIBUTION FORMULA CONTAINED IN HF 1608 AND SF 1491

(Refer to Resolution File for complete copy of Resolution)

**2014 DAILY RATE FEES FOR PRAIRIE VIEW GOLF LINKS APPROVED**

Tom Jansa and Marty VanDeMore were present at the meeting and presented the proposed 2013 Daily Rate Fees for Prairie View Golf Links. In addition to the regular fees, Mr. Jansa has proposed a “peak season” fee while keeping early and late fees for the daily rates the same as last year as follows:

	<u>2012</u>	<u>2013</u>	<u>Before 1-1-13</u>	<u>Before 4-1-13</u>
Card Fee	\$ 65.00	\$ 75.00	\$ 65.00	\$ 70.00
			<u>Regular Rate</u>	
9 Holes	\$ 8.50	\$ 9.00	\$ 16.00-17.00	
18 Holes	\$ 12.00	\$ 12.50	\$ 24.00-26.00	
2 <sup>nd</sup> 9	\$ 3.50	\$ 3.50	\$ 8.00-9.00	
Weekend 9	\$ 9.50	\$ 10.00	\$ 18.00-19.00	
Weekend 18	\$ 13.00	\$ 13.50	\$ 26.00-28.00	
½ Cart - 9 Holes	\$ 7.50	\$ 8.00	\$ 11.00	
½ Cart - 18 Holes	\$ 10.75	\$ 11.25	\$ 16.25	
Range - Warm up	\$ 2.25	\$ 2.25	\$ 4.00	
Range - Regular	\$ 3.25	\$ 3.50	\$ 7.00	

Daily Green Fees

	<u>2012</u>	<u>2013 (Peak)*</u>	<u>w/Prairie Card (\$65-75 cost)</u>
9 Holes	\$ 16.00	\$ 17.00	\$ 9.00
18 Holes	\$ 24.00	\$ 26.00	\$ 12.50
2 <sup>nd</sup> 9	\$ 8.00	\$ 9.00	\$ 3.50
Weekend 9	\$ 18.00	\$ 19.00	\$ 10.00

Weekend 18	\$ 26.00	\$ 28.00	\$ 13.50
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\*Peak season rates - Memorial Day weekend thru Labor Day Weekend  
2012 rates remain as Spring/Fall rates

Golf Carts

	<u>2012</u>	<u>2013</u>	<u>w/Prairie Card (\$65-75 cost)</u>
9 Holes	\$ 10.75	\$ 11.00	\$ 8.00
18 Holes	\$ 16.00	\$ 16.25	\$ 11.25

Driving Range

	<u>2012</u>	<u>2013</u>	<u>w/Prairie Card (\$65-75 cost)</u>
Warm up	\$ 3.75	\$ 4.00	\$ 2.25
Regular	\$ 5.50	\$ 7.00	\$ 3.50

	<u>2012</u>	<u>2013</u>	<u>Before 1-1-13</u>	<u>Before 4-1-13</u>
Range Pass	\$ 65.00	\$ 65.00	\$ 55.00	\$ 60.00
Warm up w/Rng Pass	N/C	N/C		
Reg. w/Range Pass	\$ 1.00	\$ 1.00		

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to adopt the 2013 Daily Rate Fees for Prairie View Golf Links.

**RESOLUTION ADOPTED AUTHORIZING MASTER PARTNERSHIP CONTRACT BETWEEN STATE OF MINNESOTA AND CITY OF WORTHINGTON**

Staff presented a Master Partnership Contract from the Minnesota Department of Transportation, which provides for certain professional services to the City including bridge inspection and design, certain types of surveying and other land management support, roadway maintenance, and materials testing, and also allows the City to provide services to MnDOT. The agreement will expire on June 30, 2017, and replaces the current agreement approved in 2007. Dwayne Haffield, Director of Engineering, noted the agreement is generally the same as the 2007 agreement: the first change is allowing technical services to be performed without a work order. Also new are added provisions to address the need for emergency services. The City Attorney has reviewed Sections 9 through 24 of the Master Partnership Contract.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to adopt the following resolution authorizing the Master Partnership Contract:

RESOLUTION

CITY OF WORTHINGTON RESOLUTION TO ENTER INTO A MASTER PARTNERSHIP AGREEMENT WITH MNDOT

Whereas, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

Whereas, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

Whereas: the parties wish to able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write "work orders" against a master contract would provide the greatest speed and flexibility in responding to identified needs.

Therefore, be it resolved:

1. That the City of Worthington enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the City Council.
2. That the proper City officers are authorized to execute such contract, and any amendments thereto.
3. That the Worthington City Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the Worthington City Engineer may execute such work order contracts on behalf of The City of Worthington without further approval by this City Council.

Adopted by the City Council of the City of Worthington, Minnesota, this the 8th day of April, 2013.

**RESOLUTION ADOPTED IN SUPPORT OF LEGISLATION AUTHORIZING THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS**

The League of Minnesota Cities and the Cities Engineers Association of Minnesota were seeking support for a bill that is advancing through the legislative process that will allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. The legislation is enabling and does not require a city to create a municipal street improvement district.

The motion was made by Council Member Wood, seconded the Council Member Graber and unanimously carried to adopt the following resolution supporting the legislation:

**RESOLUTION**

**A RESOLUTION SUPPORTING LEGISLATION AUTHORIZING THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS**

WHEREAS, Minnesota contains over 135,000 miles of roadway, and over 19,000 miles--or 14 percent--are owned and maintained by Minnesota's 853 cities; and

WHEREAS, 84 percent of municipal streets are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, the more than 700 Minnesota cities with populations below 5,000 are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, city streets are a separate but integral piece of the network of roads supporting movement of people and goods; and

WHEREAS, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes and special assessments, have limited applications, leaving cities under-equipped to address growing needs; and

WHEREAS, maintenance costs increase as road systems age, and no city--large or small--is spending enough on roadway capital improvements to maintain a 50-year lifecycle; and

WHEREAS, for every one dollar spent on maintenance, a road authority saves seven dollars in repairs; and

WHEREAS, the Council of the City of Worthington finds it is increasingly more difficult to develop adequate funding systems to support the City's needed street improvement and maintenance programs while complying with existing State statutes; and

WHEREAS, cities need flexible policies and greater resources in order to meet growing demands for municipal street improvements and maintenance.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WORTHINGTON supports enabling legislation that would authorize cities to establish street improvement districts to fund municipal street maintenance, construction and reconstruction.

ADOPTED by the Worthington City Council this 8th day of April, 2013.

**WORTHINGTON HOUSING AND REDEVELOPMENT AUTHORITY (HRA) REQUEST FOR FINANCIAL ASSISTANCE APPROVED - RISING SUN ESTATES**

The Worthington HRA and the Southwest Minnesota Housing Partnership (SMHP) have been working on the development of a market rate rental housing project that will be known as Rising Sun Estates, a 36 unit townhouse development. Estimated cost of the project is \$3.768 million. To secure private sector financing for the project, the HRA must bring \$1.068 million into the project. The HRA has secured donations from various parties and is injecting \$383,000 from its non-HUD reserves. The organization was requesting a loan from the City for \$600,000 to cover the remaining "gap", for a 30-year term at 4.5%, with adjustment

windows every 10 years for no more than 1.5%. Lisa Graphenteen, SMHP, and Randy Thompson, Worthing HRA, were present at the meeting to discuss the request with Council. The project would consist of six 6-unit townhouse buildings of 2 and 3 bedroom units that would rent for \$830/\$925 respectively per month. The site for the project is currently owned by the Partnership but will be sold to the HRA.

Council discussed the request, noting the interest rate was more favorable than what the funds are earning now, and expressed interest in potentially investing more than the requested amount. Brad Chapulis, Director of Community/Economic Development, noted that only 49% could be publicly financed without throwing up the competitive bid flag.

Following further discussion, the motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to approve the HRA loan request for a minimum of \$600,000 up to \$800,000 of the Hospital legacy funds, at the terms stated, for the Rising Sun Estates project.

#### **CHANGE ORDER #5 APPROVED - CENTER FOR ACTIVE LIVING**

Staff presented a change order for the Center for Active Living which consisted of seven items, four of which were staff requests for necessary improvements, two were credits to the project and the final item was for the installation of the tectum panels. The net cost of the change order is an increase of \$5,444.00, bringing the contract value to \$829,197.50.

The motion was made by Council Member Graber, seconded by Council Member Kuhle and unanimously carried to approve Change Order #5 for the Center for Active Living.

#### **CHANGE ORDERS APPROVED - WORTHINGTON EVENT CENTER**

Staff presented change orders for various contracts regarding the Worthington Event Center for changes made on-site to address code compliance, design deficiencies, or improve the finished product. The total cost of the change orders is \$26,313, which will come out of the project contingency fund, currently at \$56,986.

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to approve the change orders for the Worthington Event Center at a total cost of \$26,986.

#### **FIRST READING PROPOSED ORDINANCE AMENDING TITLE XV, SECTION 155.043 (C)(1) OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - WALLS AND FENCES**

At their March 8, 2013 Special Meeting, Council discussed a proposed text change amendment to Title XV, Section 155.043 of the City Code, pertaining to walls and fences, that would allow sheet metal as an approved fencing material. Following discussion at that meeting, Mr. Chapulis said that sheet metal could be omitted from the ordinance as an approved fencing material, but that the ordinance could state approval of anything other than approved fencing would need to be granted through the conditional use permit process, which requires final approval by Council.

Staff was now presenting the proposed ordinance that would amend Title XV, Section 155.043 (C)(1) of the

Worthington City Code, as follows:

That Worthington City Code, Title XV, Section 155.043 (C)(1) shall be amended to read as follows:

(1) All walls and fences hereafter erected shall be durable, weather resistant, rust proof and easily maintained. Masonry walls shall be erected on foundations which are a minimum of 42 inches below grade. All fences shall be constructed of stone, brick, wood, wrought iron, PVC, vinyl, aluminum, sheet metal (commercial and industrial zoned properties only), plastic lumber or chain link materials ~~designed/manufactured as permanent fencing~~. Snow fencing and chicken wiring is prohibited. Any material not specified in this section may be permissible through the issuance of a conditional use permit.

All walls and fences shall be kept in good condition, plumb and true without damage.

Following discussion, the motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to give a first reading to the proposed ordinance, with the portion sheet metal (commercial and industrial zoned properties only) being struck from the approved materials.

#### **COUNCIL COMMITTEE REPORTS**

Mayor Oberloh - Nothing to report but reminded Council of the upcoming BioScience Conference on the 18<sup>th</sup> and 19<sup>th</sup> of April and the Special Meeting on Thursday morning.

Council Member Kuhle - Nothing to report.

Council Member Graber - Attended a Memorial Auditorium Advisory Board meeting April 2<sup>nd</sup> - the seating replacement/repair needs will be moved into the budget process. Issues with the heating and cooling system may be able to be handled by the Public Works Department. There is still serious concern with the ceiling and the rigging issues. She and Brad visited with the Kiwanis group regarding the Event Center.

Council Member Sankey - Nothing to report.

Council Member Wood - Nothing to report.

#### **CITY ADMINISTRATOR'S REPORT**

Craig Clark, City Administrator, reported that he had testified before the Legislature with Glenn Thuringer for the reallocation of the dollars for the BioScience Build Out inclusion.

#### **ADJOURNMENT**

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to adjourn the meeting at 7:56 p.m.

Janice Oberloh, MCMC  
City Clerk

**WORTHINGTON CITY COUNCIL  
EMERGENCY MEETING, APRIL 10, 2013**

The meeting was called to order at 3:00 p.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Council Members present: Mike Kuhle, Diane Graber, Rod Sankey, Scott Nelson. Due to his absence from the city, Alderman Wood participated via conference call as Mayor Oberloh determined it necessary due to the emergency nature of the meeting.

Staff present: Craig Clark, City Administrator; Mike Cumiskey, Public Safety Director; Janice Oberloh, City Clerk, Scott Hain, General Manager Worthington Public Utilities.

Others present: Aaron Hagen, Daily Globe; Chad Cummings, Justine Wettschreck, KWOA.

**RESOLUTION ADOPTED AUTHORIZING EMERGENCY CONTRACTS NECESSARY  
FOR RESPONSE AND RECOVERY FROM THE APRIL 9-11, 2013 ICE STORM**

Mayor Oberloh provided Council noting the State of Emergency declared by him at 9:30 this morning, pursuant to MS 12.29. Other cities in the county are also declaring a state of emergency. Per the statute, the declaration invokes necessary portions of the response and recovery aspects of applicable local or interjurisdictional disaster plans, and may authorize aid and assistance under those plans. Craig Clark, City Administrator, explained that the Mayor's declaration also granted the ability to circumvent some bidding laws for the response and recovery effort that would otherwise be required.

Council concurred and authorized staff to use the means granted by the declaration to move forward with the response and recovery effort, including emergency purchases and bids.

Obtaining a Federal Declaration would require us to meet a certain level of damages/costs from this region. Congressional reps will be contacted for their support with the President when it reaches Federal level, and Ms. Card from the Department of Public Safety - Homeland Security Department, did affirm that it would be a continuing event.

Mayor Oberloh said that Mr. Clark was looking for Council concurrence that we have to make a good faith effort and think that we're going to get compensated because if we don't, the City bears the cost. We do have a storm fund but it is capped at \$200,000 so we will probably be looking for Council to increase that for events like that.

Jim Eulberg, Public Works director noted there are not extra snow removal dollars available, and added that we will need to contract with specialty tree trimmers.

Mr. Clark said the Mayor's declaration cannot be continued for a period in excess of three days and then it would be Council's responsibility to extend it if necessary.

The motion was made by Council Member Kuhle, seconded by Council Member Nelson and unanimously carried to authorize the Mayor to extend the declaration as necessary.

Mayor Oberloh provided a recap of the State of Emergency meeting he called today at 12:30 p.m. with City Staff, representatives from Nobles County including Joyce Jacobs - Nobles County Emergency Management Director; representatives from both medical clinics, the hospital, the media, and Amy Card from the Department of Public Safety Homeland Security Department via conference call.

Director of Public Safety, Mike Cumiskey, provided an update to Council regarding his department, and Scott Hain, General Manager Worthington Public Utilities, also provided an update regarding the loss of transmission lines and the rolling outages in Worthington.

Word has also been put out through the media that residents should haul their downed branches to the curb and the City will be picking them up, and the annual spring pickup will be pushed back.

Mr. Clark will notify Council by 6:00 a.m. tomorrow morning if the Special City Council Meeting scheduled for 7:00 a.m. will occur or if it will be cancelled due to the storm emergency situation.

#### **ADJOURNMENT**

The motion was made by Council Member Graber, seconded by Council Member Kuhle and unanimously carried by those members on-site to adjourn the meeting at 3:39 p.m.

Janice Oberloh, MCMC  
City Clerk

**UNAPPROVED**

# **WATER AND LIGHT COMMISSION MINUTES**

## **REGULAR MEETING**

### **APRIL 15, 2013**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 7:00 A.M., DST, by President Randy Thompson with the following members present: James Elsing, Ron Wood, Gary Hoffmann and Kevin Donovan.

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

Others present: Carl Nagel, Honorary Council Member

#### **AGENDA ADDITIONS/CLOSURE**

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

#### **WATER AND LIGHT COMMISSION MINUTES**

A motion was made by Commissioner Wood, seconded by Commissioner Elsing and unanimously carried to approve the Water and Light Commission minutes of the regular meeting held April 1, 2013.

#### **FINANCIAL STATEMENTS AND STAFF REPORTS**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Donovan and unanimously carried to accept the financial statements and the staff reports for March 2013.

#### **APPROVE PLANS AND SPECIFICATIONS FOR 2013 SEWER AND WATER RECONSTRUCTION PROJECT**

Scott Hain, General Manager, presented the plans and specifications for the proposed 2013 water and sewer reconstruction projects. The plans include two schedules of water main replacement at Park Avenue from Clary Street to Oxford Street and Nobles Street from TH 60 to Woodcrest Avenue. The project also includes two schedules of sanitary sewer main repairs at Nobles Street from TH 60 and Douglas Avenue, sewer main replacement on Nobles Street from Douglas Avenue to Orchard Road and the replacement of 70 feet of trunk sewer on South Shore Drive.

The current cost estimate for water related work is \$715,000 which is \$10,980 more than the amount included in the 2013 Water Department budget for these projects. The current cost estimate for the sanitary sewer related work is \$96,750 which is \$15,220 less than the amount included for these projects in the 2103 Wastewater Department budget.

After discussion, a motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to approve the plans and specifications for the proposed 2013 sewer and water reconstruction project and authorize an advertisement for bids to be received on May 17, 2013, and considered for award at the May 20, 2013, Commission meeting.

## **2012 SAFETY, SERVICE QUALITY AND DISTRIBUTION RELIABILITY STANDARDS**

Scott Hain, General Manager, reviewed the Worthington Public Utilities 2012 Safety, Service Quality and Distribution Reliability Standards report with Commission members. Minnesota statutes require that municipally-owned electric utilities make an annual report on their adopted standards to their local governing body. The Commission adopted the following goals at their June 19, 2006, regular meeting:

SAIDI (minutes)	10.00 or less
SAIFI (frequency)	0.33 or less
CAIDI (minutes)	60.00 or less

Mr. Hain reported that the SAIDI (7.68 in 2012), SAIFI (0.18 in 2012) and CAIDI (43.35 in 2012) goals were met in 2012.

After review of the report, a motion was made by Commissioner Wood, seconded by Commissioner Elsing and unanimously carried to formally accept the 2012 Safety, Service Quality and Distribution Reliability Standards report and to retain the same SAIDI, SAIFI and CAIDI goals for 2013.

## **GENERATOR AGREEMENT WITH SIBLEY IOWA**

Scott Hain, General Manager, reported that utility staff was recently contacted by the City of Sibley, Iowa, inquiring about the possibility of borrowing a 1,000 KVA transformer from Worthington Public Utilities (WPU) to use while awaiting the manufacture and delivery of their new transformer. Utility staff drafted an agreement between the City of Sibley, Iowa, and WPU to accommodate their request. The agreement was reviewed by Worthington's City Attorney. A copy of the agreement was provided to Commission members.

After a brief discussion, a motion was made by Commissioner Elsing, seconded by Commissioner Donovan and unanimously carried to approve the proposed agreement between the City of Sibley, Iowa, and WPU allowing the City of Sibley to temporarily use WPU's in-stock 1,000 KVA transformer until no later than October 15, 2013.

## **SECONDARY ANAEROBIC DIGESTER CLEAN OUT**

Scott Hain, General Manager, reported that Wastewater Department staff has discovered a small gas leak in the cover of the secondary anaerobic digester at the municipal wastewater treatment

plant. Mr. Hain reported that the cleaning of the digester will be required in order to thoroughly assess the condition of the cover. The low quote received for the cleaning of the digester was \$16,000. Mr. Hain reported that this expenditure is not included in the 2013 Wastewater Department budget.

Utility staff will proceed with the cleaning of the digester and secure the services of SEH to assess the condition of the cover. An update on the findings and associated costs to repair the cover will be provided to the Commission as that information becomes available.

#### **WATER UPDATE**

Scott Hain, General Manager, provided the Commission with an update on the west interconnection between Lincoln-Pipestone Rural Water and Worthington Public Utilities water systems, the Lake Bella wellfield static levels and the funding status and long range planning options for the Lewis and Clark Regional Water System project.

#### **STORM UPDATE**

Scott Hain, General Manager, provided the Commission with information on the activities relating to the ice and snow event from April 9-11, 2013, in the Worthington area. The event resulted in overhead transmission line failure into Worthington which was attributed to an excessive accumulation of ice on the transmission lines and the use of Worthington's diesel generation facility to supply stand-by generation to residents and businesses in Worthington during that time.

#### **UTILITY BILLS PAYABLE**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Donovan and unanimously carried to approve the utility bills payable totaling \$216,710.83 for April 5 and April 12, 2013.

#### **ADJOURNMENT**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Donovan and unanimously carried to adjourn the meeting at 8:26 A.M., DST. President Thompson declared the meeting adjourned.

Deb A. Scheidt

Secretary to the Commission

**WORTHINGTON ECONOMIC DEVELOPMENT AUTHORITY**  
**APRIL 8, 2013**

The meeting was called to order at 6:30 p.m. in City Hall Council Chambers by President Alan E. Oberloh with the following members present: Mike Kuhle, Diane Graber, Rod Sankey, Ron Wood. Honorary Council Member: Carl Nagel. Members absent: Scott Nelson (excused).

Staff present: Craig Clark, City Administrator; Brad Chapulis, Director of Community/Economic Development; Janice Oberloh, City Clerk.

Others present: Aaron Hagen, Daily Globe.

**MINUTES APPROVED**

The motion was made by Mike Kuhle, seconded by Diane Graber and unanimously carried to approve the Worthington Economic Development Authority Minutes of February 25, 2013.

**SALE OF ECONOMIC DEVELOPMENT AUTHORITY-OWNED REAL ESTATE  
PROPERTY APPROVED - 7.1 ACRES ON STOWER DRIVE - PARCEL ID# 31-648-100**

In a closed session meeting on February 25, 2013, the EDAu reviewed an offer submitted by ISD 518 for 7.1 acres owned by the EDAu on Stower Drive. After their discussion, the Authority directed staff to present a counter offer of \$140,000 on the property "as is". Brad Chapulis, Director of Community/Economic Development, stated the School District has accepted the counter offer, and submitted a purchase agreement for the Authority's review and approval. Mr. Chapulis said staff was recommending acceptance of the offer subject to satisfactory review by our legal counsel. Due to a conflict of interest with City Attorney Mark Shepherd, who sits on the ISD 518 School Board, and real estate attorney Todd Ahlquist, who is representing the School District on this purchase, Attorney Jesse Flynn has agreed to review the documents.

President Oberloh noted he would like to see the City with a net of \$140,000 on the property as that price was much lower than our initial asking price, and expressed concern that the school's proposed agreement not only calls for an environmental study, but makes the City responsible for the cost of any mitigation if something is found. Ron Wood stated the City should have instead presented the School District with a purchase agreement outlining our terms, and also noted that the City should have a say in which agency is selected to perform the environmental study. Mr. Chapulis noted the contingencies listed in the School District's purchase agreement are pretty common, and pointed out that the offer from the District shall be void at 11:59 on April 19, 2013. Mike Kuhle suggested that perhaps approval of the document could be contingent on staff working with the District to amend the purchase agreement so the City is not forced to mitigate any findings from an environmental study, and to include that the City will have input as to the choice of the firm selected for the study, preferably someone who has worked with us.

The motion was made by Council Member Kuhle, seconded by Council Member Wood and unanimously carried to approve the purchase agreement between the City of Worthington and ISD

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518 for the purchase of the 7.1 acres of Worthington EDAu-owned property on Stower Drive identified as Parcel #31-0648-100, subject to review by legal counsel, and with the inclusion of the City not being responsible for mitigation that may arise from the environmental study, and with the selection of the firm for the environmental study to be determined as GeoTek or American Engineering Testing.

### **ADJOURNMENT**

The motion was made by Ron Wood, seconded by Mike Kuhle and unanimously carried to adjourn the meeting at 6:49 p.m.

Janice Oberloh, MCMC  
City Clerk

## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENT  
For the Period 1/1/13 Through 3/31/13  
(Amounts in Dollars)

	Total 2013 Budget	MARCH		% YTD Actual to Budget	YTD	
		Actual	Previous Year		Actual	Previous Year
Sales						
Liquor	1,306,000	98,623	94,171	21.3%	277,774	255,123
Wine	415,000	32,625	28,462	21.6%	89,509	78,991
Beer	1,495,000	112,101	112,630	19.5%	291,399	274,217
Mix/nonalcohol	60,000	13,326	3,770	32.0%	19,211	9,804
NSF charges	300	-	-	10.0%	30	15
Net Sales	3,276,300	256,675	239,033	20.7%	677,923	618,150
Cost of Goods Sold						
Liquor	953,000	66,993	67,796	17.5%	166,405	185,228
Wine	285,000	18,048	19,826	17.6%	50,128	53,850
Beer	1,137,000	50,592	87,155	15.3%	173,634	210,174
Soft drinks/mix	40,800	1,465	2,483	12.9%	5,262	6,802
Freight	22,000	1,636	947	17.3%	3,806	3,293
Total Cost of Goods Sold	2,437,800	138,734	178,207	16.4%	399,235	459,347
Gross Profit	838,500	117,941	60,826	33.2%	278,688 *	158,803 *
Operating Expenses						
Personnel services	239,218	28,610	27,529	24.2%	57,914	58,723
Supplies	18,500	2,006	1,225	20.1%	3,714	3,023
Other services & charges	135,340	10,283	7,035	16.1%	21,779	22,678
Depreciation (estimated)	17,000	1,417	1,417	25.0%	4,251	4,251
Total Operating Expenses	410,058	42,316	37,206	21.4%	87,658	88,675
Operating Income (Loss)	428,442	75,625	23,620	44.6%	191,030	70,128
Non-Operating Revenues (Expenses)						
Interest earnings **	3,000	250	250	25.0%	750	750
Other non-operating	-	100	-	-	336	-
Total Non-Operating Revenue (Expense)	3,000	350	250	36.2%	1,086	750
Net Income (Loss) b/Operating Transfers	431,442	75,975	23,870	44.5%	192,116	70,878
Operating Transfers-Out	(200,000)	(16,667)	(16,667)	25.0%	(50,001)	(50,001)
Net Income (Loss)	231,442	59,308	7,203	N/A	142,115	20,877

\*Gross profit difference due to timing issues between recording of inventory and payment of invoices. This is being addressed and will be corrected going forward.

\*\* Includes three months budget

- GENERAL FUND  
 STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL  
 For the Three Months Ended March 31, 2013

	2013				
	12 Months Budget	3 Months Budget	Actual	Variance Favorable (Unfavorable)	2012 Actual
<b>REVENUES</b>					
Taxes	\$ 792,282	\$ 242,221	\$ 6,821	\$ (235,400) *	\$ 3,949
Licenses and permits	229,800	57,525	24,616	(32,909)	50,276
Intergovernmental revenue	3,089,536	772,715	77,305	(695,410) *	38,553
Charges for services	505,738	118,799	111,470	(7,329)	120,236
Fines and forfeits	119,600	30,250	41,180	10,930	23,735
Miscellaneous revenue	121,664	30,371	23,956	(6,415)	26,588
<b>TOTAL REVENUES</b>	<b>\$ 4,858,620</b>	<b>\$ 1,251,881</b>	<b>\$ 285,348</b>	<b>\$ (966,533)</b>	<b>\$ 263,337</b>
<b>OTHER SOURCES</b>					
Sale of fixed assets	1,000	250	-	(250)	-
Operating transfer-in	5,943,932	314,866	255,279	(59,587)	258,503
<b>TOTAL REVENUES AND OTHER SOURCES</b>	<b>\$ 10,803,552</b>	<b>\$ 1,566,997</b>	<b>\$ 540,627</b>	<b>\$ (1,026,370)</b>	<b>\$ 521,840</b>
<b>EXPENDITURES</b>					
General government	\$ 1,832,940	\$ 500,479	\$ 375,047	\$ 125,432	\$ 332,147
Public safety	6,627,211	860,033	978,054	(118,021)	1,521,687
Public works	669,612	189,013	143,026	45,987	136,873
Culture and recreation	1,563,863	43,453	197,880	(154,427)	127,207
Conservation and development	139,680	18,387	6,918	11,469	6,751
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,833,306</b>	<b>\$ 1,611,365</b>	<b>\$ 1,700,925</b>	<b>\$ (89,560)</b>	<b>\$ 2,124,665</b>
<b>OTHER USES</b>					
Operating transfer-out	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>\$ 10,833,306</b>	<b>\$ 1,611,365</b>	<b>\$ 1,700,925</b>	<b>\$ (89,560)</b>	<b>\$ 2,124,665</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>\$ (29,754)</b>	<b>\$ (44,368)</b>	<b>\$ (1,160,298)</b>	<b>\$ (1,115,930)</b>	<b>\$ (1,602,825)</b>

## Notes:

2013 actual versus 2012 actual variance explanations:

Intergovernmental revenue difference due to police federal grant received in 2013 not 2012

Public safety expenditure difference due to construction costs of fire hall in 2012

Culture and recreation expenditure difference due to Center for Active Living (old YMCA) capital expenditures in 2013

\* The tax payments are received in June and December for approximately half of the current year levy. The LGA (intergovernmental revenue), is received in July and December with \$1,352,553.50 received each time.

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013		Variance Favorable (Unfavorable)	2012 Actual
	3 Months Budget	Actual		
Taxes				
Property taxes	\$ 240,971	\$ 6,250	\$ (234,721)	\$ 3,046
Gambling taxes	1,250	571	(679)	903
Total taxes	\$ 242,221	\$ 6,821	\$ (235,400)	\$ 3,949
Licenses and permits				
Alcoholic beverage license	\$ 7,500	\$ 7,733	\$ 233	\$ 3,450
Other business licenses and permits	875	2,183	1,308	1,450
Building permits	27,500	14,011	(13,489)	43,989
Plumbing/mechanical permits	1,500	559	(941)	1,218
Misc development permits	100	30	(70)	90
Zoning fees	550	100	(450)	79
Gas franchise fees <sup>1</sup>	19,500	-	(19,500)	-
Total licenses and permits	\$ 57,525	\$ 24,616	\$ (32,909)	\$ 50,276
Intergovernmental revenue				
Federal grants				
Police	\$ 14,250	\$ 31,389	\$ 17,139	\$ 7,553
Public works	-	-	-	-
State grants				
Local government aid	676,277	-	(676,277)	-
Other	19,110	30,000	10,890	30,000
State shared				
Insurance premium tax-fire <sup>2</sup>	10,245	-	(10,245)	1,000
Insurance premium tax-police <sup>2</sup>	40,000	-	(40,000)	-
County aid				
Highway grants	4,500	15,916	11,416	-
Other local grants	8,333	-	(8,333)	-
Total intergovernmental revenue	\$ 772,715	\$ 77,305	\$ (695,410)	\$ 38,553
Charges for services				
General government	\$ 78,349	\$ 77,363	\$ (986)	\$ 77,853
Public safety	9,325	8,426	(899)	2,147
Highways and streets	5,475	9,574	4,099	7,902
Sanitation	25,400	15,842	(9,558)	31,746
Recreation	250	265	15	588
Total charges for services	\$ 118,799	\$ 111,470	\$ (7,329)	\$ 120,236
Fines and forfeits				
Court fines and forfeitures	\$ 30,250	\$ 41,180	\$ 10,930	\$ 23,735
Total fines and forfeits	\$ 30,250	\$ 41,180	\$ 10,930	\$ 23,735

<sup>1</sup>Received quarterly<sup>2</sup>Received only in October

(Continued)

(Continued)

GENERAL FUND  
SCHEDULE OF REVENUES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013		Variance Favorable (Unfavorable)	2012 Actual
	3 Months Budget	Actual		
Miscellaneous revenue				
Special assessments	\$ -	\$ 801	\$ 801	\$ -
Interest earnings-regular <sup>3</sup>	3,750	1,399	(2,351)	-
Interest earnings-loans <sup>4</sup>	15,731	9,036	(6,695)	9,305
Rents	7,500	9,698	2,198	10,209
Other revenues	3,140	2,840	(300)	6,672
Contributions/donations	250	182	(68)	148
Dividends	-	-	-	-
Copies	-	-	-	254
Total miscellaneous revenue	\$ 30,371	\$ 23,956	\$ (6,415)	\$ 26,588
Total revenue	\$ 1,251,881	\$ 285,348	\$ (966,533)	\$ 263,337
Other sources				
Sale of fixed assets	\$ 250	\$ -	\$ (250)	\$ -
Operating transfer-in				
PD Task Force Fund	-	-	-	-
WRH Fund <sup>5</sup>	53,500	-	(53,500)	-
PIR's	2,000	2,001	1	2,001
Municipal Buildings Fund	2,500	-	(2,500)	-
Electric Fund	156,866	153,276	(3,590)	156,500
Liquor Fund	50,000	50,001	1	50,001
Other*	50,000	50,001	1	50,001
Total other sources	\$ 315,116	\$ 255,279	\$ (59,837)	\$ 258,503
Total revenue and other sources	\$ 1,566,997	\$ 540,627	\$ (1,026,370)	\$ 521,840

<sup>3</sup>First six months share recorded in July and last six months recorded in December

<sup>4</sup>Recorded in December

<sup>5</sup>The variance is due to timing for Center for Active Living \$114,000 and ERS Funding \$100,000 transfers.

\*Operating Transfer-in-Other includes transfers for Insurance Funds (\$200,000)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013		Variance Favorable (Unfavorable)	2012 Actual
	3 Months Budget	Actual		
General government				
Mayor and council				
Personnel services	\$ 34,104	\$ 24,986	\$ 9,118	\$ 24,521
Supplies	100	23	77	36
Other services and charges	6,024	3,865	2,159	2,868
Capital outlay	2,500	-	2,500	-
Total mayor and council	\$ 42,728	\$ 28,874	\$ 13,854	\$ 27,425
Administration				
Personnel services	\$ 33,672	\$ 29,502	\$ 4,170	\$ 28,892
Supplies	19	-	19	-
Other services and charges	3,738	4,039	(301)	3,034
Total administration	\$ 37,429	\$ 33,541	\$ 3,888	\$ 31,926
Clerk's office and elections				
Personnel services	\$ 40,221	\$ 36,453	\$ 3,768	\$ 35,072
Supplies	875	168	707	129
Other services and charges	4,475	2,219	2,256	4,168
Total clerk's office and elections	\$ 45,571	\$ 38,840	\$ 6,731	\$ 39,369
Finance				
Personnel services	\$ 39,693	\$ 34,225	\$ 5,468	\$ 34,554
Supplies	513	372	141	882
Other services and charges	20,028	15,243	4,785	25,526
Total finance	\$ 60,234	\$ 49,840	\$ 10,394	\$ 60,962
Assessing				
Other services and charges	\$ 26,175	\$ 26,175	\$ -	\$ 26,175
Total assessing	\$ 26,175	\$ 26,175	\$ -	\$ 26,175
Legal				
Other services and charges	\$ 8,000	\$ 3,603	\$ 4,397	\$ 4,275
Total legal	\$ 8,000	\$ 3,603	\$ 4,397	\$ 4,275
Engineering				
Personnel services	\$ 73,994	\$ 59,625	\$ 14,369	\$ 40,617
Supplies	2,081	774	1,307	490
Other services and charges	5,418	10,695	(5,277)	6,265
Capital outlay	8,575	-	8,575	-
Total engineering	\$ 90,068	\$ 71,094	\$ 18,974	\$ 47,372

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013			2012 Actual
	3 Months Budget	Actual	Variance Favorable (Unfavorable)	
Community & economic development				
Personnel services	\$ 74,521	\$ 51,405	\$ 23,116	\$ 52,901
Supplies	920	552	368	412
Other services and charges <sup>6</sup>	82,700	6,835	75,865	4,818
Capital outlay	6,453	-	6,453	-
Total community & economic development	\$ 164,594	\$ 58,792	\$ 105,802	\$ 58,131
General government buildings				
Personnel services	\$ 3,890	\$ 3,708	\$ 182	\$ 3,702
Supplies	575	408	167	358
Other services and charges	8,106	11,561	(3,455)	8,036
Capital outlay	2,500	-	2,500	-
Total general government buildings	\$ 15,071	\$ 15,677	\$ (606)	\$ 12,096
Other general government				
Supplies	\$ 25	\$ -	\$ 25	\$ -
Other services and charges <sup>7</sup>	10,584	48,611	(38,027)	24,416
Total other general government	\$ 10,609	\$ 48,611	\$ (38,002)	\$ 24,416
Total general government	\$ 500,479	\$ 375,047	\$ 125,432	\$ 332,147
Public safety				
Police department				
Personnel services	\$ 572,192	\$ 572,199	\$ (7)	\$ 555,186
Supplies	33,500	15,845	17,655	17,315
Other services and charges <sup>7</sup>	147,955	268,337	(120,382)	55,568
Capital outlay	24,656	59,010	(34,354)	5,330
Total police department	\$ 778,303	\$ 915,391	\$ (137,088)	\$ 633,399
Fire department				
Personnel services	\$ 36,001	\$ 12,789	\$ 23,212	\$ 12,006
Supplies	3,825	6,257	(2,432)	812
Other services and charges	16,750	18,091	(1,341)	10,368
Capital outlay	-	4,951	(4,951)	846,559
Total fire department	\$ 56,576	\$ 42,088	\$ 14,488	\$ 869,745
Civil defense				
Supplies	\$ 50	\$ -	\$ 50	\$ -
Other services and charges	86	61	25	61
Total civil defense	\$ 136	\$ 61	\$ 75	\$ 61

<sup>6</sup> Variance due to Worthington Rediscovered expenditure not yet made<sup>7</sup> Variance due to timing of annual rental payment

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013			
	3 Months Budget	Actual	Variance Favorable (Unfavorable)	2012 Actual
Animal control				
Personnel services	\$ 5,470	\$ 4,803	\$ 667	\$ 4,599
Supplies	750	273	477	231
Other services and charges	649	129	520	106
Total animal control	\$ 6,869	\$ 5,205	\$ 1,664	\$ 4,936
Code enforcement				
Personnel services	15,402	12,739	2,663	12,724
Supplies	638	527	111	220
Other services and charges	2,109	2,043	66	602
Total code enforcement	\$ 18,149	\$ 15,309	\$ 2,840	\$ 13,546
Total public safety	\$ 860,033	\$ 978,054	\$ (118,021)	\$ 1,521,687
Public works				
Streets				
Personnel services	\$ 93,647	\$ 71,661	\$ 21,986	\$ 79,000
Supplies	45,258	34,678	10,580	30,951
Other services and charges	24,560	15,481	9,079	26,514
Capital outlay	13,250	20,903	(7,653)	-
Total streets	\$ 176,715	\$ 142,723	\$ 33,992	\$ 136,465
City wide spring clean-up				
Personnel services	\$ 2,680	\$ 273	\$ 2,407	\$ 346
Supplies	225	-	225	-
Other services and charges	9,393	30	9,363	62
Total city wide spring clean-up	\$ 12,298	\$ 303	\$ 11,995	\$ 408
Total public works	\$ 189,013	\$ 143,026	\$ 45,987	\$ 136,873

(Continued)

## CITY OF WORTHINGTON, MINNESOTA

EXHIBIT 2

(Continued)

GENERAL FUND  
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
For the Three Months Ended March 31, 2013

	2013		Variance Favorable (Unfavorable)	2012 Actual
	3 Months Budget	Actual		
Culture and recreation				
Center for Active Living				
Personnel services	\$ -	\$ 351	\$ (351)	\$ 35
Supplies	200	1,201	(1,001)	76
Other services and charges	14,708	12,894	1,814	10,703
Capital outlay	25,000	182,225	(157,225)	115,186
Total Center for Active Living	\$ 39,908	\$ 196,671	\$ (156,763)	\$ 126,000
Band				
Other services and charges	\$ 3,545	\$ 1,209	\$ 2,336	\$ 1,207
Total Band	\$ 3,545	\$ 1,209	\$ 2,336	\$ 1,207
Total culture and recreation	\$ 43,453	\$ 197,880	\$ (154,427)	\$ 127,207
Conservation and development				
Clean water partnership project				
Improvement miscellaneous	\$ 9,000	\$ -	\$ 9,000	\$ -
Total clean water partnership project	\$ 9,000	\$ -	\$ 9,000	\$ -
Lake improvement				
Personnel services	\$ 1,178	\$ 2,072	\$ (894)	\$ 1,025
Supplies	400	190	210	2,637
Other services and charges	1,461	2,311	(850)	1,822
Total lake improvement	\$ 3,039	\$ 4,573	\$ (1,534)	\$ 5,484
Economic development & assistance				
Personnel services	\$ 2,062	\$ 1,405	\$ 657	\$ 875
Supplies	413	4	409	73
Other services and charges	3,873	936	2,937	319
Total economic development/assistance	\$ 6,348	\$ 2,345	\$ 4,003	\$ 1,267
Total conservation and development	\$ 18,387	\$ 6,918	\$ 11,469	\$ 6,751
Other uses				
Operating transfer-out				
Golf course-equipment loan	\$ -	\$ -	\$ -	\$ -
Total other uses	\$ -	\$ -	\$ -	\$ -
Total expenditures and other uses	\$ 1,611,365	\$ 1,700,925	\$ (89,560)	\$ 2,124,665

## **ADMINISTRATIVE SERVICES MEMO**

**DATE: APRIL 19, 2013**  
**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

### **CONSENT AGENDA CASE ITEMS**

**1. APPLICATION FOR TEMPORARY ON-SALE BEER LICENSE**

The following application for an Temporary On-Sale Beer License has been received:

Worthington Okabena Windsurfers - Sailboard Beach

Friday, June 7<sup>th</sup> from 3:00 p.m. to 11:59 p.m.

Saturday, June 8<sup>th</sup> from 12:00 Noon to 11:59 p.m.

All the required documentation and fees have been received. Council action is requested on the application.

**2. APPLICATION FOR TEMPORARY ON-SALE LIQUOR LICENSE**

The following application for an Temporary On-Sale Liquor License has been received:

Worthington Okabena Windsurfers - Sailboard Beach

Friday, June 7<sup>th</sup> from 3:00 p.m. to 11:59 p.m.

Saturday, June 8<sup>th</sup> from 12:00 Noon to 11:59 p.m.

All the required documentation and fees have been received. Council action is requested on the application.

**3. APPLICATION FOR ON-SALE BEER LICENSE**

The following application for an On-Sale Beer License has been received:

Nobles County Fair Association - Nobles County Fairgrounds

May 1, 2013 - December 31, 2013

All the required documentation and fees have been received. Council action is requested on the application.

4. **APPLICATION TO BLOCK STREETS - WORTHINGTON OKABENA WIND-SURFERS**

An application to block streets has been submitted by the Worthington Okabena Windsurfers for the 2013 Regatta. Following is the list of requested street closures:

From 8:00 a.m. on Thursday, June 6, 2013 to 12:00 Noon on Monday, June 10, 2013:

- Lake Avenue from 2<sup>nd</sup> to 7<sup>th</sup> Avenue
- 3<sup>rd</sup> Avenue from 8<sup>th</sup> Street to Lake Avenue
- 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Avenues to the alleys

Sunday at 5:00 p.m. Lake Avenue from 4<sup>th</sup> to 7<sup>th</sup> Avenues will be opened. 2<sup>nd</sup> to 4<sup>th</sup> Avenues on Lake Avenue will remain closed until noon on Monday due to the children's art activities (sand).

The required insurance certificate has been received. Council action is requested on the street closure.

**CASE ITEMS**

1. **SECOND READING PROPOSED ORDINANCE AMENDING TITLE XV, SECTION 155.043 (C)(1) OF THE WORTHINGTON CITY CODE - WALLS AND FENCES**

Pursuant to published notice, this is the time and date set for the second reading of a proposed ordinance for a text amendment to Title XV, Section 155.043 (C)(1) of the Worthington City Code (Walls and Fences) as follows:

That Worthington City Code, Title XV, Section 155.043 (C)(1) shall be amended to read as follows:

(1) All walls and fences hereafter erected shall be durable, weather resistant, rust proof and easily maintained. Masonry walls shall be erected on foundations which are a minimum of 42 inches below grade. All fences shall be constructed of stone, brick, wood, wrought iron, PVC, vinyl, aluminum, plastic lumber or chain link materials. Snow fencing and chicken wiring is prohibited. Any material not specified in this section may be permissible through the issuance of a conditional use permit.

All walls and fences shall be kept in good condition, plumb and true without damage.

A copy of the proposed ordinance was included with the Council packet for the April 8, 2013 Regular Council meeting.

Council action is requested to give a second reading to the proposed ordinance.

2. **FIRST READING PROPOSED ORDINANCE PROVIDING CRIMINAL HISTORY BACKGROUND CHECKS FOR APPLICANTS FOR CITY EMPLOYMENT**

Effective Jan. 1, 2015, a City or County using a resolution as the basis for a local background check, or whose ordinance does not meet the minimum requirements established with the League, will receive a sanction as part of the audit process. This includes the requirement to stop running local checks until an acceptable ordinance is in place. MNJIS is providing advance notice of this change to give Cities and Counties wishing to convert from a resolution to an ordinance, or needing to update an ordinance, ample time to do so. We are covered for the time being to conduct background checks, however, we need to adopt the ordinance shown as *Exhibit 1* to prevent being sanctioned after the January 2015 deadline.

An additional ordinance will be coming forward to Council at a later date that will provide the background checks required for licenses issued by the City.

Council action is requested to give a first reading to the proposed ordinance providing criminal history background checks on applicants for City employment.

3. **PROPOSAL TO ADOPT EMERGENCY STORM RESERVE POLICY**

In 2005, Council passed an Emergency Disaster policy and reserve funded by a \$1 surcharge on monthly residential utility bills to cover costs associated with City Emergency Disasters. At the end of 2012 the City was approaching the \$200,000 goal established by the policy, and it was the intent to bring forward a policy change to address the limitation given increased inflationary costs since the 2005 adoption.

The current storm only highlights the financial exposure the City has for a natural disaster. As a result, staff has suggested the following changes to the policy:

1. Increase the reserve goal to \$500,000
2. Increase the monthly surcharge to \$2 per month (the current \$1 generates approximately \$43,000 per year to add to the reserve)

Staff would also like to add a certain dollar amount or percentage of the current annual tree trimming costs (maintenance) as a deduction to the reserve on an annual basis. These costs are currently funded through the tax levy in the Parks and Recreation Fund but demonstrate that part of the tree trimming maintenance program is to limit the necessity of clean up following a milder storm event. The previous three years of expenses for tree maintenance has been \$113,171, \$81,131, and \$58,853.

Per the current policy, Council action is required to appropriate funds for such disasters.

Council action is requested to change the current Emergency Disaster policy as requested, to fund a portion of annual tree maintenance costs with the reserve and to appropriate funds (current reserve) to help fund the current City Disaster.

4. **CODE ENFORCEMENT OFFICER/HOUSING INSPECTOR JOB DESCRIPTION**

*Exhibit 2* contains the job description for the proposed Code Enforcement Officer/Housing Inspector position within the Community Development Department. The position will be responsible for enforcement of the City's Rental Housing Ordinance. The creation of the position, which is included in the Department's 2013 budget, is in direct response to the continued rental housing concerns and the dissatisfaction with services provided by the City's contracted inspector. The position will also assist with other enforcement activities within the Department, when applicable. As time commitment for rental housing enforcement decreases over time, the position will be trained to assist the Building Official with inspections for residential construction. This will allow the Building Official to conduct more internal plan reviews instead of having this service done by our contracted plan reviewer.

The position will be initially funded through the rental registration revenue and general funds. As the position is able to assist the Building Official on a consistent basis, the City will be able to save additional money through internal plan reviews. A summary of the proposed funding is provided as *Exhibit 3*.

Council action is requested.

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO PROVIDE CRIMINAL HISTORY BACKGROUND CHECKS  
FOR APPLICANTS FOR CITY EMPLOYMENT**

The City Council of the City of Worthington, do ordain:

**Section I.**

Worthington City Code, Title III, Chapter 30, is hereby amended so as to create Subchapter 30.09 which shall read as follows:

**30.09 CRIMINAL HISTORY BACKGROUND CHECKS**

- A. The Worthington Police Department is hereby required, as the exclusive entity within the City, to conduct a criminal history background investigation as to all applicants for employment with the City of Worthington unless the City's hiring authority concludes that a background investigation is not needed. Pursuant to Minn. Stat. 364.021, a background check shall be conducted only as to applicants who have been selected for an interview.
- B. In conducting the criminal history background investigation, the Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at the Police Department under the care and custody of the chief law enforcement official or his/her designee. A summary of the results of the Computerized Criminal History data may be released by the Police Department to the hiring authority, including the City Council, the City Administrator/Clerk, or other city staff involved in the hiring process.
- C. Before the investigation is undertaken, the applicant must authorize the Police Department in writing to undertake the investigation. The written authorization must fully comply with the provisions of Minn. Stat. Chapter 13 regarding the collection, maintenance and use of the information. Except for the positions set forth in Minnesota Statutes Section 364.09, the City will not reject an applicant for employment on the basis of the applicant's prior conviction of a crime or crimes unless the crime or crimes for which the applicant was convicted directly relate to the position of employment sought.

- D. In determining if a conviction directly relates to the position sought, the City shall consider:
1. The nature and seriousness of the crime or crimes for which the applicant was convicted.
  2. The relationship of the crime or crimes to the purposes of regulating the position sought by the applicant.
  3. The relationship of the crime or crimes to the ability, capacity, and fitness required to perform the duties and discharge the responsibilities of the position sought by the applicant.
- E. A person who has been convicted of a crime or crimes which directly relate to the position sought by the applicant shall not be disqualified from employment if the person can show competent evidence of sufficient rehabilitation and present fitness to perform the duties of the position sought by the applicant. Sufficient evidence of rehabilitation may be established by the production of:
1. A copy of the local, state, or federal release order; and
  2. Evidence showing that at least one year has elapsed since release from any local, state, or federal correctional institution without subsequent conviction of a crime; and evidence showing compliance with all terms and conditions of probation or parole; or
  3. A copy of the relevant Department of Corrections discharge order or other documents showing completion of probation or parole supervision.
- F. In addition to the documentary evidence presented, the City shall consider any evidence presented by the applicant regarding:
1. The nature and seriousness of the crime or crimes for which convicted;
  2. All circumstances relative to the crime or crimes, including mitigating circumstances or social conditions surrounding the commission of the crime or crimes;
  3. The age of the person at the time the crime or crimes were committed;
  4. The length of time elapsed since the crime or crimes were committed; and
  5. All other competent evidence of rehabilitation and present fitness presented, including, but not limited to, letters of reference by persons who have been in contact with the applicant since the applicant's release from any local, state, or federal correctional institution.

Section II.

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

Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 2013.

(SEAL)

\_\_\_\_\_  
Alan Oberloh, Mayor

Attest: \_\_\_\_\_  
Janice Oberloh, City Clerk

**CITY OF WORTHINGTON  
POSITION DESCRIPTION**

**Position Title:** Code Enforcement Officer / Housing Inspector

**Department:** Community / Economic Development

**Salary Range:** \$36,367.76 - \$49,203.44  
Starting salary not to exceed \$42,785.60

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**Primary Objective of Position**

Performs a variety of technical work in planning, organizing, and implementing code compliance and enforcement functions under the direction of the Community/Economic Development Director.

**Essential Functions and Responsibilities**

Conducts property inspections and assures compliance with applicable codes through education and enforcement activities.

Contacts property owners/managers to schedule inspections; reports inspected violations to property owners in writing; conducts re-inspections on scheduled dates; and monitors compliance plans that may extend over time.

Maintains accurate and complete records of inspections and enforcement activities by compiling a daily worksheet and submitting quarterly and annual reports.

Assembles statistical data and special reports.

Assists with design and development of rental registration and inspection programs, policies, and operating procedures.

Initiates administrative or legal actions against property owners or residents who fail to comply with reasonable requests to maintain housing units in compliance with applicable codes.

Communicates code requirements and information to contractors, other government agencies, property owners/managers, realtors, tenants, other City departments, and the general public.

Performs other duties and assumes additional responsibility as directed by the Community/Economic Development Director and /or as apparent to ensure efficient division, department, and City operations.

**Qualification Requirements**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities

to perform the essential functions.

### **Education and Experience**

High school diploma or GED. One to three years experience and training in code enforcement or inspection services and experience working with the public is required.

### **Language Abilities**

Ability to read and interpret documents such as safety rules, operating and maintenance manuals, technical and procedural manuals, building codes, ordinances, and policies. Ability to prepare reports and correspondence. Ability to maintain records, complete forms, and prepare reports. Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationships with employees, supervisors, and the general public. Ability to effectively follow verbal and written instructions.

### **Mathematical Abilities**

Ability to make arithmetical computations using whole numbers, fractions, and decimals. Ability to compute rates, ratios, and percentages.

### **Other Knowledge, Skills, and Abilities**

Extensive knowledge of modern property and fire code principles, procedures, and techniques. Skill in interpreting property and fire codes. Ability to take initiative and complete assigned projects without immediate supervision. Ability to act in a professional manner under stressful conditions.

### **Certificates, Licenses, and Registrations**

Must possess a valid driver's license.

### **Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit; talk or hear; stand; walk; use hands and fingers to handle or feel objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in office, vehicle, and outdoor settings; and in all weather conditions, including temperature extremes, during the day. Work is often performed in stressful situations.

The noise level in the work environment is usually moderately quiet in the office and moderate in the field.

**Minimum Qualifications**

Education and Experience:

- A) High school diploma or GED, and
- B) 1 or more years of experience and training in code enforcement or inspection services and experience working with the public; or
- C) Equivalent combination of education and experience.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Position Description Approved:

By: City Administrator Date

By: Department Head Date

By: City Clerk Date

Received by:

Employee Date

CODE ENFORCEMENT OFFICER / HOUSING INSPECTOR

2012

\$55,073 - Wage and Benefits

-\$36,000 - Annual Rental Registration Income

\$2,500 - Initial purchases (computer/car)

***\$21,573 - 2012 Estimated Levy Impact***

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2013

\$55,600 - Wage and Benefits

-\$36,000 - Annual Rental Registration Income

***\$19,600 - 2013 Estimated Levy Impact***

2014

\$56,700 - Wage and Benefits

-\$36,000 - Annual Rental Registration Income

***\$20,700 - 2014 Estimated Levy Impact***

OTHER SAVINGS IN FUTURE YEARS

Outside Plan Review - \$17,306 average annually

State Inspections\* - \$1,000 average annually

\*State currently inspects all projects valued over \$100,000 in state owned or licensed facilities.

The following facilities are state owned or licensed facilities located in Worthington: MN West, ISD#518, Hospital, and the 2 nursing homes.

## PUBLIC WORKS MEMO

**DATE:** April 16, 2013  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

### CASE ITEM

1. **CONSIDER BID AWARD FOR DEBRIS MANAGEMENT SITE**

With the ice storm starting April 9, 2013 the City has been in emergency response mode. Clearing the streets so emergency vehicles as well as the general public could use our roads has been a priority. We are in process of doing all cleanup and vegetative debris removal in accordance with FEMA requirements. Being none of the staff has been through a similar we have been scrambling to make sure all work is done in a manner compliant with the standards for FEMA eligibility.

Arrangements were made with Schaap Sanitation to be the interim debris disposal site for the initial debris hauled. Now that we are moving on with bidding the Disaster Response and Recovery Services we also need to bid the disposal aspect of the work. This is also required to be competitively bid in order to be eligible for reimbursement. The RFP shown as *(Exhibit 1)* for Debris Management Site addresses the bidding requirement for the additional work. This proposal was done under the emergency rule which shortens the time line for advertising to speeds up getting a contractor on the ground to do the work, in accordance with FEMA requirements. The proposals will be opened at 3:00 pm CDT on Friday April 19, 2013. This will allow staff time to review the proposals and make an informed recommendation to Council for a contractor who will perform the work in the best interests of the City and be able to do the work in a manner consistent with FEMA requirements.

**Suggested motion:** Move to accept the bid of the contractor recommended by staff, based upon evaluation by the Best Value method, and enter into a contract with this contractor.

2. **CONSIDER APROVAL OF YMCA FEE ADJUSTMENT FOR SUMMER CITY PROGRAMS**

Andy Johnson and C.J. Nelson from the YMCA will attend the meeting and make a presentation outlining their requested fee adjustments. This item would typically go to the Park Advisory Board first but the PAB meeting was canceled due to weather last week. Given they need to publish the rates in the mailer that goes out jointly by the YMCA and Community Education and their publishing deadlines it is being brought directly to Council. The proposed Summer City Program fee adjustments are attached for your review as *Exhibit 2*.

**Suggested motion:** Move to approve the revised Summer City Program fees for 2013.

**REQUEST FOR PROPOSALS  
FOR  
DEBRIS MANAGEMENT SITE  
WORTHINGTON, MINNESOTA  
April 17, 2013**

The City of Worthington is requesting proposals for Debris Management Site(s) necessary to aid in the clean up of storm damage on public right-of-ways and on public facilities, all resulting from a April 9 through 12, 2013 winter storm.

**TERMS AND CONDITIONS  
DEFINITIONS**

Contractor: Party providing Debris Management Site(s) for the City's Disaster Response and Recovery Services Contractor in the clean up of storm damage on public right-of-ways and on public facilities, all resulting from an April 9 through 12, 2013 winter storm.

Owner: City of Worthington, Minnesota

Director: The City of Worthington Director of Public Works

**INSURANCE**

The Contractor agrees to hold harmless, indemnify and defend the Owner from all loss and damage, including damage to person or property, arising from any act by, or negligence of, Contractor or its subcontractors or the officers, agents, or employees of either while engaged in the performance of this contract, or while in or about the building or premises, or arising from accident or any injury not caused by act of Owner, its agents or servants, or anyone employed by Owner, other than this Contractor, to any contractor or officer, agent, or employee of a subcontractor while engaged in or about the performance of this contract, or while in or about Owner's premises, or arising from liens or claims for services rendered or labor or materials furnished in or for the performance of this contract.

The Contractor and each subcontractor shall secure and maintain such insurance policies as will protect that Contractor or subcontractor and unless otherwise specified, the Owner, from claims for bodily injuries, death or property damage, which may arise from operations under this contract whether such operations be by the Contractor or subcontractor or anyone employed directly or indirectly by them.

The Contractor or any subcontractor shall not commence work under this contract until the Contractor and each subcontractor has obtained all insurance required herein and such insurance has been approved by the City of Worthington. Insurance coverage shall be maintained throughout the life of this contract and for a period of one (1) year from the time of final acceptance of the improvement by the owner. The Contractor and each subcontractor shall deliver to the City of Worthington executed copies of all policies or a certificate of insurance.

Should any of the described policies be cancelled before the expiration date therefore, notice will be delivered in accordance with the policy provisions.

(1) Worker's Compensation Insurance

The Contractor and each subcontractor shall maintain such insurance as will protect that Contractor or subcontractor and the City of Worthington from claims under Worker's Compensation acts and from any other claims for damages for personal injury, including death, which may arise from operations under this contract, whether such operations be by the Contractor or subcontractor or any one employed directly or indirectly by them. Worker's Compensation Insurance policies limits shall be in an amount not less than \$500,000.00.(Each Accident; Disease-Policy Limit; and Disease-Each Employee Limit).

(2) Commercial General Liability Insurance

The Contractor and each subcontractor shall take out and maintain during the term of this contract, Commercial General Liability Insurance including products/completed operations, personal injury and advertising injury in an amount not less than \$1,000,000.00 (one million dollars) per occurrence and \$2,000,000.00 (two million dollars) aggregate limit. Explosion, collapse and underground (XCU) exclusions are not permitted.

(3) Contractor's Automobile Public Liability and Property Damage Insurance

The Contractor and each subcontractor shall take out and maintain during the term of this contract, Contractor's Automobile Public Liability Insurance in an amount not less than \$1,000,000.00 (one million dollars) per occurrence limit. Automobile policies shall include non-ownership and hired auto coverage in the above specified amounts.

(4) Additional Insured

The City shall be named as an additional insured under the prime Contractor's and each subcontractor's Commercial General Liability Insurance policies for not less than \$1,000,000.00 (one million dollars) and \$2,000,000.00 (two million dollars) aggregate limit.

(5) Limits

The above \$1,000,000.00 (one million dollars) and \$2,000,000.00 (two million dollars) aggregate limits can be met with the primary policy or a combination including an excess liability or commercial umbrella policy.

**PROSECUTION OF WORK**

All services shall be provided as requested by the Director. Owner will not provide payment for work that was not requested by the Director. All work shall be conducted in

the manner directed by the Director. The Director retains the right to determine if services are being provided in an efficient manner and as directed. The Director may discontinue the use of services from any contractor at any time the services are no longer required or are no longer being provided in the manner desired by the Director.

### **USE OF LOCAL CONTRACTORS**

The successful contractor is expected to utilize local contractors to perform as much of the work as reasonably practicable and for which they are qualified.

### **EXPENSES**

It is anticipated that all expenses will be included in the base cost of the Contractor's services and the Contractor will not be separately reimbursed for supplies, and travel and subsistence expenses incurred by the Contractor in performing any work.

### **PAYMENT**

The Owner will pay the Contractor within 30 days after the Contractor presents an itemized invoice for the services actually performed and the Director of Public Works accepts the invoiced services. Payment will be made for only services requested and satisfactorily completed.

### **DISPUTES**

The Contractor and Owner agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

A. Mediation. If there is a failure between the Contractor and Owner to resolve a dispute on their own, the parties shall first attempt to mediate the dispute. The Parties shall agree upon a mediator.

B. Arbitration. If the dispute remains unresolved following mediation, the dispute shall be submitted to arbitration under the Uniform Arbitration Act, Minnesota Statutes, Sections 572.08-.30. The decision of the majority of the arbitrators shall not be binding upon the Parties. If the arbitration decision is not accepted, the parties may pursue any other legal remedy to resolve the dispute.

### **BONDING**

A. Bid Bonds. All bids must be accompanied by a certified check, cash, money order or bid bond, in the sum of not less than five percent (5%) of the amount of the proposal, is furnished to the Owner as a guarantee that the agreement will be executed and a performance bond furnished. Unsuccessful bidders will have the bid bond returned within seven (7) working days.

B. Payment and Performance Bonds. Prior to the issuance of a Notice to Proceed, the successful Contractor shall furnish a performance bond and a payment bond acceptable to the City, each for 100% of the contract amount, in conformity with Minnesota Statutes, Section 574.

## **SUBMISSION AND ACCEPTANCE OF PROPOSALS**

Persons shall propose to provide debris management site(s) on the attached form Proposal Form. The Owner reserves the right to accept proposals based on the unit cost of services, value of services to be provided, and the need for services. Owner reserves the right to select only the debris management site(s) needed or desired from proposals offering a complete proposal solution for all services requested.

The owner reserves the right to waive variances in proposal responses. However, major errors or omissions affecting the submission to include errors in pricing must be brought to the attention of the City prior to bid award.

The City retains the right to reject any and all bids and, further, terminate any awarded contract for the convenience of the City.

Quantities listed in the attached **PROPOSAL FORM** are for bid comparison and evaluation purposes. The City makes no representation as to actual quantities. Actual will be determined as a result of the compilation of verified load tickets and work orders only.

Because time is of the essence, there will be no pre-bid conference. Proposer therefore warrants that they are familiar with the present circumstances resulting from the storm and have read and understand the proposal in its entirety. Proposer further warrants that they are familiar with and will adhere to the non-collusion statutes for the State of Minnesota and that they will immediately advise the City of any situation that warrants reporting.

### **DUE DATE AND TIME**

Proposals must be delivered and/or presented to the City Clerk no later than **3:00 pm CDT on April 19, 2013**. Late proposals will not be considered or accepted.

### **ADDRESS FOR SUBMISSIONS**

Proposals can be hand delivered or mailed to the City Clerk, City of Worthington, P.O. Box 279, 303 Ninth Street, Worthington, Minnesota 56187.

## **SCOPE OF WORK**

### **Scope of Work**

**A. Site Management:** Work includes initial site preparation; installing inspection tower or scissor lift; providing security to insure that only eligible debris as authorized by the City enters the site by authorized contractors; manpower and equipment to maintain ability for at least three (3) trucks to unload simultaneously; pile management; close out of site and remediation; obtaining proper permits with associated costs to operate the site and conduct burning operations; safety. Contractor shall be required to maintain ingress and egress routes within the site.

**B. Burning Operations:** Maintain security of burning operations; insure proper permitting; safety; fire protection.

**C. General:** Successful contractor must submit a fire action and safety plan for review by the appropriate City staff prior to commencing operations. Water, sufficient to extinguish any and all fires, must be available on site or readily available either by way of a water truck, pump and pond or hydrant with sufficient hose to reach beyond the active burn pit.

### **Ownership of Debris**

*Once the debris has entered the DMS, it becomes the property of the contractor for burning as well as the proper disposal of ash and residue in conformity with all state and federal disposal regulations. All costs of disposal are included within the burning and management fees. Payment for the burning of debris will not occur until such time as the City or its properly authorized representative confirms that all burning operations have been completed and all residue and ash has been properly disposed of.*

## **DOCUMENTATION**

The successful contractor will be required to provide elevated site monitor towers at all debris management sites to observe and verify loads on trucks at no additional cost.

### **TRAINING**

The successful contractor will be required to obtain training in all aspects of the services covered by this RFP including, but not limited to, documentation for reimbursement and invoicing. It is understood that the training is incidental to the contract and not subject to separate payment. It is also understood that upon completion of the training, the contractor will not make eligibility determinations or complete any of the forms required in the performance of the services. Only FEMA can make eligibility determinations.

## **COOPERATIVE PURCHASING**

Contractor and City agree that and all other jurisdictions affected by the storm are authorized to use this contract upon written approval by the City and Contractor and subject to the reasonableness evaluation conducted by FEMA.

## **EVALUATION OF PROPOSALS**

**The City of Worthington will accept proposals and award contract(s) based on the Best Value method of awarding contracts. It is the intent of the City to award the contract to the proposer or proposers who provide the best combination of value combined with knowledge and experience with regard to debris management missions of equal or larger events, especially those involving FEMA and the Public Assistance Grant Program. Prior experience with landfill management and disposal services is specifically requested. Proposers must submit evidence of prior experience with reference information for verification. Proposers should list all relevant experience.**

## **EVALUATION CRITERIA**

The following criteria will be used in evaluating proposal submissions:

- |  |           |
|--|-----------|
| 1. Responsiveness of the proposal to the proposal requirements | 25 Points |
| 2. Proposal cost from the Fee Schedule                         | 25 Points |
| 3. Experience and Qualifications                               | 25 Points |
| 4. References  | 25 Points |

## **PROPOSAL SUBMISSION MINIMUM REQUIREMENTS**

1. Demonstrated prior experience with landfill management, debris processing and disposal.
2. Bid Bond
3. Demonstrated ability to obtain payment and performance bonds of \$ 250,000.00 or greater
4. References for similar work as listed in described in this RFP
5. Completed and signed Proposal Form
6. Bidder's Equal Opportunity Statement

**THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK**

**PROPOSAL FORM**  
**DEBRIS MANAGEMENT SITE**

In compliance with the Request for Proposals for a Debris Management Site, dated April 17, 2013 the undersigned hereby proposes and agrees to furnish all necessary labor, materials, tools and services for a Debris Management Site in accordance with the Terms and Conditions in the "Request for Proposals for Debris Management Site" April 17, 2013 and in accordance with the following schedules of prices:

<u>Category</u>	<u>Service Description</u>	<u>Unit</u>	<u>Est. Qty.</u>	<u>Unit Price</u>	<u>Extension</u>
Management And Reduction	Open Burning	Cy	50,000	_____	_____
	Site Management/ Debris Management	CY	50,000	_____	_____
<b>TOTAL BID</b>					_____

By submitting this proposal, the proposer acknowledges and agrees to the Terms and Conditions in the "Request for Proposals for Debris Management Site" dated April 17, 2013.

That, in connection with this proposal, the said bidder has not either directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding.

That, to the best of my knowledge and belief, the contents of this proposal have not been communicated by the bidder or by any of his/her employees or agents to any person who is not an employee or agent of the bidder or of the surety on any bond furnished with the proposal and will not be communicated to any person who is not an employee or agent of the bidder or of said surety prior to the official opening of the proposal.

A certified check, cash, money order or bid bond, in the sum of not less than five percent (5%) of the amount of the proposal, is furnished to the Owner as a guarantee that the agreement will be executed and a performance bond furnished.

For Contractor

By:

\_\_\_\_\_  
Firm or Individual

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

## FORM OF CONTRACT

THIS AGREEMENT, made on the \_\_\_\_\_ day of \_\_\_\_\_, 2013 by and between the City of Worthington, Minnesota, party of the first part, hereinafter called the City or the owner, and \_\_\_\_\_, party of the second part, hereinafter called the Contractor.

WITNESSETH, that the Contractor and the City, for the consideration named, agree as follows:

The Contractor hereby agrees to furnish all of the materials, equipment, tools and labor necessary, and to perform work agrees to furnish all necessary labor, materials, tools and services for a Debris Management Site in accordance with the Terms and Conditions in the "Request for Proposals for Debris Management Site" dated April 17, 2013.

Said Request for Proposals, the proposal by the Contractor, and performance and payment bonds are hereby specifically made a part of the contract as fully as though set out herein verbatim.

Payments will be made as prescribed in the Request for Proposals.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

CITY OF WORTHINGTON

CONTRACTOR

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

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

\_\_\_\_\_  
Clerk

and  
Title: \_\_\_\_\_

## **BIDDERS EQUAL OPPORTUNITY STATEMENT**

The undersigned hereby agrees:

- (1) That, in the hiring of common or skilled labor for the performance of any work under this contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
- (2) That no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any such person or persons, identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under this contract on account of race, creed, or color;
- (3) that a violation of this section is a misdemeanor; and
- (4) That this contract may be canceled or terminated by the city and all money due, or to become due under the contract may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

The undersigned fully intends to comply with the standards of equal employment and anti-discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act, and Minnesota Statute 181.59 as amended.

\_\_\_\_\_  
Company

By: \_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Date

# Summer City Proposed Rates

Day Camp- 6 week program from June 3<sup>rd</sup>-July 12<sup>th</sup>

2012 Fees	2013 Proposed	Actual Cost	Times	Program	2012 # Participants
\$64/54	\$69/59	\$288	Mon-Wed-Fri 9Am-Noon	Original Program Offering	18 Participants
\$100/90	\$105/95	\$480	Mon through Fri- 9 AM-Noon	New Program 2011	6 Participants
\$100/90	\$105/95	\$480	Mon through Fri- Noon-3 PM	New Program 2011	4 Participant
\$180/170	\$185/175	\$960	Mon through Fri- 9 AM-3:00PM	New Program 2011	15 Participants
\$30	\$30	\$48	Early Drop	New Program 2011	12 Early/12 Late
\$30	\$30	\$48	Late pick up	New Program 2011	12 Early/12 Late

\*\* Fun and Adventure Day camp can now offer financial assistance to families in need of help paying for programs through the new city/YMCA contract. We believe these prices are very fair to participants. Prices are currently set at about \$1.03 an hour for 2013, prices in 2012 for a full day of camp were \$1.00 an hour. We believe program prices need to rise to help pay for quality programming as well as staffing.

Sports Programs	2012 Fee	2013 Proposed Rate	Actual Cost	2012 Participants
Rookie League	\$46/36	\$47/37	\$156	13 Participants
Junior League	\$51/41	\$52/42	\$156	16 Participants
Softball League	\$51/41	\$52/42	\$171	20 Participants
Track-	\$39/29	\$40/30	\$151	58 Participants
Tennis	\$41/31	\$42/32	\$131	36 Participants

Golf We provide program advertisement and all registration takes place through prairie view

High School Volleyball – \$65.00 Team- 6 week program plus 2 week playoff, 1 games night Sunday Nights

Cost- 1 Staff \$225.00 Actual Price/team- \$131.00

Administration Fee \$50.00

Equipment \$50.00

Advertisement \$75.00

Awards \$100.00

Total- \$500.00

## NEW-Extended 2 Week Daycamp-July 15<sup>th</sup>-26<sup>th</sup>

Mon-Wed-Fri 9Am-Noon \$30/25

Mon through Fri- 9 AM-Noon \$46/41

Mon through Fri- Noon-3 PM \$46/41

Mon through Fri- 9 AM-3:00PM \$81/76

Early Drop/Late pick up- \$20.00

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: APRIL 19, 2013**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS**

**1. ACCEPTANCE OF 2013 HOUSING STUDY**

Earlier this evening, in a joint meeting with the HRA, Council was presented the findings of the 2013 Housing Study completed by the Viewpoint Consulting Group. The study outlines the housing needs for Worthington over the next 7 years. Mr. Jay Thompson of Viewpoint will be in attendance to answer any questions Council may have.

Council is requested to accept the 2013 Housing Study.

An electronic copy of the study has been previously sent via e-mail. Printed copies are available at the offices of the Community Development Department.

**2. REQUEST FOR WORTHINGTON REDISCOVERED FUNDS**

A group of local residents have formed a limited liability corporation called BTLA, LLC, for the purpose of purchasing and renovating the former Kilbride Clinic, 701 11<sup>th</sup> Street. The group is intending to purchase the property, renovate it, and resell the property as a single family residence. As outlined in the group's letter requesting assistance, which is attached as Exhibit 1, there is a significant amount of improvements that need to be completed before the group can return it to the market for sale. The subject property is currently owned by a non-profit (Southwest Mental Health) and is currently exempt from real estate taxes. Once purchased by BTLA, the property will lose its tax exempt status. According to the County Assessor, the estimated assessed market value would be \$63,000, which would generate approximately \$900 in real estate taxes (\$320 city share) using the 2013 tax levy. BTLA believes that the preservation of this building, which has been considered for demolition over the years, the creation of affordable housing, and bringing the property onto the tax roll accomplishes several goals and objectives set forth by the City. Therefore, BTLA is formally requesting a financial contribution through the Worthington Rediscovered Program to assist with the renovations.

The Worthington Rediscovered Committee reviewed BTLA's request at its February 5, 2013, meeting. The Committee reviewed and discussed the parameters of the request, the purpose and intent of the program, and the merits of the proposed project. At the conclusion of their discussion, the Committee determined that the project met the purpose and intent of the program and assisted with the community's goal of preserving affordable housing. The Committee also concluded that it would be in the best interest of the City to provide a grant, instead of a loan, as the program is to inspire private sector investment rather than establish financial risk for the City, which a loan would do. Thus, approval has been recommended for a \$7,000 grant to BTLA for the renovation of 701 11<sup>th</sup> Street in accordance with the Worthington Rediscovered

Program guidelines. Their approval was contingent upon receiving proof of a purchase agreement, which BTLA provided on April 5<sup>th</sup>.

Should Council concur with the Committee's recommendation it may do so by awarding BTLA with a \$7,000 grant through the Worthington Rediscovered Program.

Council action is requested.

Worthington Rediscover request:

Dated 12/3/12

Regarding: Property on the Corner of 11<sup>th</sup> St & 6<sup>th</sup> Ave, Specifically, 701 11<sup>th</sup> Street

Known too many as the Kilbride House. Currently owned by Southwest Mental Health.

In the absence of a developer willing to take on the risk, responsibility and effort to redevelopment the property a group is forming specifically to rehabilitate the home as a single family residence.

Southwest Mental Health is looking to sell all interest in the home and the responsibility that goes with it. They are however, interested in doing so in a responsible way. Consequently, they have contacted the Nobles County Historical Society, City of Worthington and others unsuccessfully. They are negotiating with this newly created group of local individuals under the premise that the home is significantly improved before returning it to the market.

The project does not represent the traditional tear down and build that Worthington Rediscover has done. However, it does represent a property with zero tax value and perhaps a negative market value rehabilitated to a taxable single family residence. The project will include asbestos abatement, new boiler, significant roof work, window replacement, concrete work, new doors, a renovated kitchen, baths, floors and extensive exterior work. Electrical and plumbing will also need improvements. Consequently, we feel the home fits the program wonderfully.

The buyers / redevelopers will likely form an L.L.C. and be made up of the following individuals: Bryan Hagen, Joe Vanderkooi, Jeff Rogers, Matt Widboom, Jeff Williamson, Jorge Lopez and Mike Woll. While Mike Woll currently serves as a City Council member and has served on the Worthington Rediscover, his term is ending prior to year end and the potential closing on the property would not occur until after January 1<sup>st</sup> of 2013. Worthington Rediscover funding would not be required until after closing when the demolition and renovation begin.

We are asking for financial support to make the project viable.

Please consider either: a \$30,000 zero interest loan for no longer then a 24 month period to be repaid on the sale of the property or at the end of the term. By leveraging the project with \$30,000 combined with additional equity a sufficient return would be expected to justify the significant sweat equity.

Or, a \$7,000 Worthington Rediscover contribution to the project. This amount would take care of demolition and asbestos abatement.

**INTENT**

The purpose of the Worthington Rediscovered program is to strengthen established residential areas through the removal of substandard housing units and reinvestment of redevelopment projects.

**OBJECTIVE**

- To remove substandard housing units on scattered sites throughout the community with new, higher valued development (preferably housing units).
- To eliminate blighting influence of substandard housing units, thus improving residential neighborhoods.

**IMPLEMENTATION**

To accomplish the goals of “Worthington Rediscovered”, the Worthington City Council has committed \$283,000 to finance the following activities:

1. Financially assist interested persons or parties with the demolition of housing units when an eligible redevelopment plan exists. For the purpose of this program, redevelopment shall be defined as the construction of a structure(s) that will have a minimum of a 60% increase in the assessed valuation over the structure(s) removed. Redevelopment shall also include the purchase of a non-conforming lot for the incorporation with an abutting non-conforming lot resulting in the ownership of a conforming lot.
2. City acquisition and demolition of substandard housing units and offer the vacant lot to individuals/parties for redevelopment through the Request For Proposals (RFP) process.
3. Financially assist interested persons or parties with the rehabilitation of housing units where the costs of rehabilitation exceed 75% of the assessed value of the unit. Program funds shall not exceed \$30,000 or 40% of the cost of renovation, whichever is achieved first. Favorable consideration will be given to rehabilitation projects that will have significant impact on the surrounding neighborhood. No more than \$60,000 shall be spent on this activity.

**APPLICATION**

Applications for this program will be considered on a “first come - first served” basis. Should funds become exhausted in a fiscal year, the unfunded applications will be held and given first consideration in the following year. A complete application shall consist of:

- Letter requesting financial assistance;
- Legal description of the subject property;
- Proof of ownership (deed, contract of deed, purchase agreement, option, etc...);
- A site plan of the proposed redevelopment activity; and
- Two competitive bids for the demolition work requested.

Upon submittal of a completed application, the Worthington Rediscovered Committee, which consists of 3 individuals ~~annually~~ appointed by the Mayor, shall schedule a date to review an application. The date shall not exceed 21 days from the date of application. The Committee shall have the responsibility to determine which applications will be approved or denied.

#### **APPEALS**

If the Committee does not award an application, the applicant may appeal the Committee's decision to the City Council. The appeal must be in writing and submitted within 7 days of the Committee's action. Upon receipt of an appeal, the matter would be placed on the agenda of the next regularly scheduled Council meeting. The Council may uphold, reverse or modify the Committee's action.

#### **DISBURSEMENT OF FUNDS**

Worthington Rediscovered money shall serve as a reimbursement when the redevelopment project has been completed as outlined in the Development Agreement, which is to be executed by the applicant and the City of Worthington. Upon completion, the applicant will need to provide documentation of competitive bidding and satisfaction of all financial obligations for the demolition work.

#### **QUESTIONS**

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

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A & B BUSINESS EQUIPMENT INC	4/12/13	TONERS	GENERAL FUND	SECURITY CENTER	189.03
	4/12/13	TONERS	GENERAL FUND	SECURITY CENTER	189.03
				TOTAL:	378.06
ARCHITECTURAL ROOFING & SHEETMETAL INC	4/12/13	EVENT CENTER	EVENT CENTER/AUDIT	EVENT CENTER	17,590.00
				TOTAL:	17,590.00
BAETE-FORSETH LLC	4/12/13	EVENT CENTER #3	EVENT CENTER/AUDIT	EVENT CENTER	31,984.17
	4/12/13	EVENT CENTER #4	EVENT CENTER/AUDIT	EVENT CENTER	26,279.90
				TOTAL:	58,264.07
BIOVERSE INC	4/12/13	LOAN	ECONOMIC REVOLVING	NON-DEPARTMENTAL	68,400.00
				TOTAL:	68,400.00
BORDER STATES ELECTRIC SUPPLY	4/12/13	PULL BOXES FOR 15KV CABLE	ELECTRIC	FA DISTR UNDRGRND COND	2,156.74
				TOTAL:	2,156.74
BRETH-ZENZEN FIRE PROTECTION INC	4/12/13	EVENT CENTER #2	EVENT CENTER/AUDIT	EVENT CENTER	11,489.30
	4/12/13	EVENT CENTER #3	EVENT CENTER/AUDIT	EVENT CENTER	9,267.01
				TOTAL:	20,756.31
CMI INC	4/12/13	GAS CYLINDER FOR INTOXILYZ	GENERAL FUND	SECURITY CENTER	55.57
	4/12/13	GAS CYLINDER FOR INTOXILYZ	GENERAL FUND	SECURITY CENTER	55.58
				TOTAL:	111.15
CONSOLIDATED CONSTRUCTION CO INC	4/12/13	FEBRUARY PROGRESS PAYMENT	EVENT CENTER/AUDIT	EVENT CENTER	16,319.00
				TOTAL:	16,319.00
COOPERATIVE ENERGY CO- ACCT # 5910807	4/12/13	FOOD GRADE HYDRAULIC OIL	STORM WATER MANAGE	STORM DRAINAGE	18.00
	4/12/13	FUEL	AIRPORT	O-GEN MISC	940.50
	4/12/13	DIESEL FOR GENERATOR-AIRPO	AIRPORT	O-GEN MISC	188.10
				TOTAL:	1,110.60
DAWSON, JACLIN	4/12/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	41.26
	4/12/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	31.00
				TOTAL:	72.26
DEPUTY REGISTER #33	4/12/13	REGISTER FORFEITED '09 SAT	GENERAL FUND	POLICE ADMINISTRATION	102.50
	4/12/13	REGISTER '12 DODGE, '08 JE	GENERAL FUND	POLICE ADMINISTRATION	24.00
				TOTAL:	126.50
DITCH WITCH OF SD INC	4/12/13	RETURNED PARTS FOR PUSHER	ELECTRIC	O-DISTR UNDERGRND LINE	710.60
	4/12/13	PARTS FOR PUSHER	ELECTRIC	O-DISTR UNDERGRND LINE	281.17
	4/12/13	BENTONITE-15KV PROJECTS	ELECTRIC	FA DISTR UNDRGRND COND	4,464.10
				TOTAL:	4,034.67
ELECTRIC SUPPLY CO	4/12/13	EVENT CENTER #6	EVENT CENTER/AUDIT	EVENT CENTER	74,955.00
				TOTAL:	74,955.00
GOPHER STATE ONE CALL INC	4/12/13	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	10.54
	4/12/13	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	10.53
	4/12/13	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	21.08
				TOTAL:	42.15
GRAHAM TIRE OF WORTHINGTON INC	4/12/13	TIRE ON AIRPORT FORD TUG	AIRPORT	O-GEN MISC	10.50
				TOTAL:	10.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GRIMMIUS NATHAN	4/12/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	<u>11.00</u>
				TOTAL:	11.00
HANSON PAINTING INC	4/12/13	EVENT CENTER #1	EVENT CENTER/AUDIT	EVENT CENTER	<u>13,300.00</u>
				TOTAL:	13,300.00
HAWKINS INC	4/12/13	2 TONS CHLORINE	WATER	O-PURIFY	1,455.00
	4/12/13	CHEMICALS	WATER	O-PURIFY	<u>6,100.76</u>
				TOTAL:	7,555.76
HI-LINE UTILITY SUPPLY CO LLC	4/12/13	ROPE TO ROPE CLEVIS	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>238.59</u>
				TOTAL:	238.59
HILLESHEIM CHRISTOPHER	4/12/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	25.00
	4/12/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	<u>78.00</u>
				TOTAL:	103.00
ICPC MEMBERSHIP SECRETARY	4/12/13	ANNUAL MEMBERSHIP	GENERAL FUND	POLICE ADMINISTRATION	<u>125.00</u>
				TOTAL:	125.00
J&B WALLS INC	4/12/13	EVENT CENTER #1	EVENT CENTER/AUDIT	EVENT CENTER	<u>10,668.50</u>
				TOTAL:	10,668.50
JERRY'S AUTO SUPPLY	4/12/13	VBELT	ELECTRIC	O-DISTR UNDERGRND LINE	<u>9.37</u>
				TOTAL:	9.37
JSA SERVICES	4/12/13	TOILET BOWL CLEANER	WATER	M-PURIFY EQUIPMENT	<u>29.90</u>
				TOTAL:	29.90
LAKES AREA POLICE DEPT	4/12/13	MNJOA CONFERENCE-DAWSON	GENERAL FUND	POLICE ADMINISTRATION	<u>185.00</u>
				TOTAL:	185.00
LAMPERTS YARDS INC-2600013	4/12/13	SHELFING	ELECTRIC	M-DISTR UNDERGRND LINE	2.63
	4/12/13	DOOR ROLLER	ELECTRIC	M-DISTR UNDERGRND LINE	<u>4.26</u>
				TOTAL:	6.89
LAMPERTS YARDS INC-2602004	4/12/13	PEGBOARD AND HOOKS	GENERAL FUND	POLICE ADMINISTRATION	66.39
	4/12/13	SANDBLASTING STRIPS	GENERAL FUND	PAVED STREETS	<u>109.90</u>
				TOTAL:	176.29
LANDSCAPE GARDEN CENTERS	4/12/13	MULCH	RECREATION	PARK AREAS	264.00
	4/12/13	MULCH	RECREATION	PARK AREAS	<u>88.00</u>
				TOTAL:	352.00
LARSON CONTRACTING CENTRAL LLC	4/12/13	EVENT CENTER #4	EVENT CENTER/AUDIT	EVENT CENTER	13,849.10
	4/12/13	EVENT CENTER #5	EVENT CENTER/AUDIT	EVENT CENTER	<u>46,792.25</u>
				TOTAL:	60,641.35
LAW ENFORCEMENT LABOR SERVICES INC #27	4/12/13	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>180.00</u>
				TOTAL:	180.00
LEWIS & CLARK REGIONAL WATER SYSTEM IN	4/12/13	LOBBYING CHARGES-3RD QTR 2 WATER		O-SOURCE WELLS & SPRNG	<u>2,483.25</u>
				TOTAL:	2,483.25
LOCATORS & SUPPLIES INC	4/12/13	STICKERS	ELECTRIC	O-DISTR MISC	<u>12.83</u>
				TOTAL:	12.83

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
M & L MASONRY INC	4/12/13	EVENT CENTER #3	EVENT CENTER/AUDIT	EVENT CENTER	38,950.00
	4/12/13	EVENT CENTER #4	EVENT CENTER/AUDIT	EVENT CENTER	<u>2,565.00</u>
			TOTAL:		41,515.00
MARCO	4/12/13	SERVICE/SUPPLY CONTRACT	WATER	ACCTS-RECORDS & COLLEC	54.37
	4/12/13	SERVICE/SUPPLY CONTRACT-PR	WATER	ACCTS-RECORDS & COLLEC	75.11
	4/12/13	SERVICE/SUPPLY CONTRACT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	54.36
	4/12/13	SERVICE/SUPPLY CONTRACT-PR	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	75.11
	4/12/13	SERVICE/SUPPLY CONTRACT	ELECTRIC	ACCTS-RECORDS & COLLEC	108.74
	4/12/13	SERVICE/SUPPLY CONTRACT-PR	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>150.22</u>
			TOTAL:		517.91
MEDIACOM	4/12/13	INTERNET	GENERAL FUND	PAVED STREETS	<u>69.95</u>
			TOTAL:		69.95
MINNESOTA DEPARTMENT OF HEALTH	4/12/13	WELL MAINTENANCE PERMIT	WATER	O-SOURCE WELLS & SPRNG	<u>50.00</u>
			TOTAL:		50.00
MINNESOTA ENERGY RESOURCES CORP	4/12/13	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	777.48
	4/12/13	GAS SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	845.00
	4/12/13	GAS SERVICE	GENERAL FUND	FIRE ADMINISTRATION	1,204.77
	4/12/13	GAS SERVICE	GENERAL FUND	PAVED STREETS	190.05
	4/12/13	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	204.27
	4/12/13	GAS SERVICE	WATER	O-DISTR MISC	16.10
	4/12/13	GAS SERVICE	AIRPORT	O-GEN MISC	444.18
	4/12/13	GAS SERVICE	AIRPORT	O-GEN MISC	<u>347.14</u>
			TOTAL:		4,028.99
MINNESOTA MUNICIPAL UTILITIES ASSOC	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	ADMINISTRATION	163.02
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	ENGINEERING ADMIN	298.88
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	ECONOMIC DEVELOPMENT	135.85
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	POLICE ADMINISTRATION	1,684.59
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	FIRE ADMINISTRATION	1,956.30
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	GENERAL FUND	PAVED STREETS	380.39
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	RECREATION	GOLF COURSE-GREEN	54.34
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	RECREATION	PARK AREAS	217.37
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	WATER	O-DISTR MISC	1,234.97
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	636.19
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	MUNICIPAL WASTEWAT	O-PURIFY MISC	636.19
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	ELECTRIC	O-DISTR MISC	1,234.97
	4/12/13	2013 MEMBER DUES-2ND QTR	ELECTRIC	ADMIN MISC	6,053.75
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	LIQUOR	O-GEN MISC	163.02
	4/12/13	SAFETY MGMT PROGRAM-2ND QT	DATA PROCESSING	DATA PROCESSING	<u>271.71</u>
			TOTAL:		15,121.54
MISCELLANEOUS V CHICAS MELISSA	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
LIVING LIFE ADULT DAY	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
MAZARIEGOS HILDA	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
QUIRING DARYL	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	75.00
ROBERTSON DALE	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
SCHLIMGEN LAWRENCE	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
SPARTZ BRADLEY	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>50.00</u>
			TOTAL:		375.00
MISSOURI RIVER ENERGY SERVICES	4/12/13	COMPRESSED AIR WORKSHOP	ELECTRIC	ACCTS-ASSISTANCE	<u>109.00</u>
			TOTAL:		109.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MN CHILD SUPPORT PAYMENT CTR	4/12/13	GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	369.17
	4/12/13	GARNISHMENT	WATER	NON-DEPARTMENTAL	<u>294.46</u>
				TOTAL:	663.63
MSANI	4/12/13	CAN-AM REGISTRATION-6 AGEN PD TASK FORCE		BUFFALO RIDGE DRUG TAS	<u>900.00</u>
				TOTAL:	900.00
NELSON AUTO CENTER INC	4/12/13	NEW UNIT #104	ELECTRIC	FA TRANSPORTATION EQUI	<u>22,882.52</u>
				TOTAL:	22,882.52
NOBLES COUNTY LANDFILL	4/12/13	DEMOLITION WASTE	ELECTRIC	O-DISTR MISC	<u>41.64</u>
				TOTAL:	41.64
OXFORD AUTOMOTIVE EXTERIORS	4/12/13	REPAIRS TO SQUAD 24	GENERAL FUND	POLICE ADMINISTRATION	20.80
	4/12/13	REPAIRS TO SQUAD 24	GENERAL FUND	POLICE ADMINISTRATION	<u>18.44</u>
				TOTAL:	39.24
PRAIRIESONS INC	4/12/13	EVENT CENTER #4	EVENT CENTER/AUDIT	EVENT CENTER	22,369.65
	4/12/13	EVENT CENTER #5	EVENT CENTER/AUDIT	EVENT CENTER	5,700.00
	4/12/13	EVENT CENTER #6	EVENT CENTER/AUDIT	EVENT CENTER	<u>34,892.55</u>
				TOTAL:	62,962.20
RONS REPAIR INC	4/12/13	UNIT #202 DOT INSPECTION	WATER	O-DIST UNDERGRND LINES	252.89
	4/12/13	UNIT #205 DOT INSPECTION	WATER	O-DIST UNDERGRND LINES	647.18
	4/12/13	RETURNED GOODS	WATER	O-DIST UNDERGRND LINES	<u>21.59-</u>
				TOTAL:	878.48
RUNNINGS SUPPLY INC-ACCT#9502440	4/12/13	BOLTS, SPRAY PAINT, HOSE R	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	25.71
	4/12/13	PIN	ELECTRIC	M-DISTR UNDERGRND LINE	6.40
	4/12/13	CHAIN	ELECTRIC	M-DISTR UNDERGRND LINE	<u>6.36</u>
				TOTAL:	38.47
SALONEK CONCRETE & CONSTRUCTION INC	4/12/13	CAL #9	GENERAL FUND	COMMUNITY CENTER	<u>35,936.69</u>
				TOTAL:	35,936.69
SANDS DRYWALL INC	4/12/13	EVENT CENTER #4	EVENT CENTER/AUDIT	EVENT CENTER	39,638.75
	4/12/13	EVENT CENTER #5	EVENT CENTER/AUDIT	EVENT CENTER	<u>41,504.55</u>
				TOTAL:	81,143.30
SCHWALBACH ACE #6067	4/12/13	METER MODULE INSTALL SUPPL	WATER	M-DISTR METERS	18.35
	4/12/13	METER MODULE INSTALL SUPPL	WATER	M-DISTR METERS	22.41
	4/12/13	METER MODULE INSTALL SUPPL	WATER	M-DISTR METERS	30.95
	4/12/13	METER MODULE INSTALL SUPPL	WATER	M-DISTR METERS	9.61
	4/12/13	PACKING TAPE	MUNICIPAL WASTEWAT	O-SOURCE SUPERVISION	28.26
	4/12/13	SOCKET	ELECTRIC	M-DISTR UNDERGRND LINE	<u>4.80</u>
				TOTAL:	114.38
ST MARYS CHURCH	4/12/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>25.00</u>
				TOTAL:	25.00
STAN HOUSTON EQUIPMENT CO INC	4/12/13	SUBMERSIBLE DEWATERING PUM	WATER	M-TRANS MAINS	<u>364.99</u>
				TOTAL:	364.99
STUART C IRBY CO	4/12/13	15KV CABLE, FUSES, GROUND	ELECTRIC	FA DISTR UNDRGRND COND	<u>11,623.86</u>
				TOTAL:	11,623.86

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
STUCCO AMERICA	4/12/13	EVENT CENTER #1	EVENT CENTER/AUDIT	EVENT CENTER	11,873.96
				TOTAL:	11,873.96
UNITED STATES DRUG TESTING LABORATORIE	4/12/13	HAIR STAT ANALYSIS #13-793	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	65.00
				TOTAL:	65.00
VANTAGEPOINT TRANSFER AGENTS-457	4/12/13	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	351.42
	4/12/13	DEFERRED COMP	GENERAL FUND	POLICE ADMINISTRATION	76.92
				TOTAL:	428.34
VERIZON WIRELESS	4/12/13	MONTHLY WIRELESS SERVICE	GENERAL FUND	POLICE ADMINISTRATION	619.08
	4/12/13	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	59.41
	4/12/13	MONTHLY WIRELESS SERVICE	GENERAL FUND	SECURITY CENTER	59.41
	4/12/13	MONTHLY WIRELESS SERVICE	GENERAL FUND	CODE ENFORCEMENT	38.46
	4/12/13	WIRELESS CHARGES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	399.54
	4/12/13	BELKIN NET CAM	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	80.15
				TOTAL:	1,256.05
WCL ASSOCIATES INC	4/12/13	EVENT CENTER PROFESSIONAL	EVENT CENTER/AUDIT	EVENT CENTER	7,903.67
	4/12/13	EVENT CENTER PROFESSIONAL	EVENT CENTER/AUDIT	EVENT CENTER	1,040.63
				TOTAL:	8,944.30
WESCO DISTRIBUTION INC	4/12/13	TAPE	ELECTRIC	FA DISTR UNDRGRND COND	571.78
	4/12/13	TAPE	ELECTRIC	FA DISTR UNDRGRND COND	98.33
				TOTAL:	670.11
WORTHINGTON AUTO SUPPLY	4/12/13	BATTERY UNIT 37	GENERAL FUND	POLICE ADMINISTRATION	128.76
				TOTAL:	128.76
WYCOFF DANNY	4/12/13	REIMBURSE 1/2-3/21/13	LIQUOR	O-GEN MISC	99.78
				TOTAL:	99.78
ZIEGLER	4/12/13	CATERPILLAR 430E BACKHOE	WATER	FA MACHINERY & EQUIPME	86,268.43
				TOTAL:	86,268.43

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

101	GENERAL FUND	46,853.10
207	PD TASK FORCE	1,444.69
229	RECREATION	827.98
432	EVENT CENTER/AUDITORIUM	478,932.99
601	WATER	99,397.68
602	MUNICIPAL WASTEWATER	1,466.35
604	ELECTRIC	49,772.54
606	STORM WATER MANAGEMENT	18.00CR
609	LIQUOR	262.80
612	AIRPORT	1,930.42
702	DATA PROCESSING	271.71
883	ECONOMIC REVOLVING LOAN	68,400.00

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 GRAND TOTAL: 749,542.26  
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMERICAN BOTTLING COMPANY	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	104.96
				TOTAL:	104.96
AMERIPRIDE	4/19/13	TOWEL SERVICE APRIL	MUNICIPAL WASTEWAT	O-PURIFY MISC	78.75
	4/19/13	TOWEL SERVICE MAY	MUNICIPAL WASTEWAT	O-PURIFY MISC	78.75
				TOTAL:	157.50
APPLIANCE CENTRAL	4/19/13	8 OZ OF 134A FOR LAB FRIG	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	82.16
				TOTAL:	82.16
ARCTIC ICE INC	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	197.15
				TOTAL:	197.15
ARNOLD MOTOR SUPPLY	4/19/13	BELT	RECREATION	GOLF COURSE-GREEN	11.75
				TOTAL:	11.75
BRADLEY BEHREND	4/19/13	NEW SQUAD DECALS	GENERAL FUND	POLICE ADMINISTRATION	1,187.33
				TOTAL:	1,187.33
BELLBOY CORP	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	429.60
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	24.18
				TOTAL:	453.78
BENSON TECHNICAL WORKS INC	4/19/13	QUARTERLY LIGHT VERIFICATI	AIRPORT	O-GEN MISC	624.25
				TOTAL:	624.25
BEVERAGE WHOLESALERS INC	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	2,213.41
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	844.40
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	6,806.10
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	75.00
				TOTAL:	9,938.91
BORDER STATES ELECTRIC SUPPLY	4/19/13	LIME TRAFFIC CONES - 25	WATER	M-TRANS MAINS	427.50
	4/19/13	LIME TRAFFIC CONES - 25	ELECTRIC	CUSTOMER INSTALL EXPEN	427.50
				TOTAL:	855.00
BURNS LOCK & KEY	4/19/13	KEYS	GENERAL FUND	POLICE ADMINISTRATION	16.04
				TOTAL:	16.04
BUSH REFRIGERATION	4/19/13	DISPLAY COOLER	LIQUOR	O-GEN MISC	2,675.00
				TOTAL:	2,675.00
C & N SALES CO	4/19/13	BALANCE POOL TABLE	GENERAL FUND	COMMUNITY CENTER	1,175.08
				TOTAL:	1,175.08
C&S CHEMICALS INC	4/19/13	4,195 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	5,223.17
				TOTAL:	5,223.17
CENTER SPORTS INC	4/19/13	TRAINER SHIRTS	GENERAL FUND	POLICE ADMINISTRATION	111.80
				TOTAL:	111.80
CLARK CRAIG	4/19/13	REIMBURSE	GENERAL FUND	ADMINISTRATION	696.30
	4/19/13	REIMBURSE-FOOD PUBLIC WORK	GENERAL FUND	STORM DAMAGE	60.33
				TOTAL:	756.63
COCA-COLA ENTERPRISES-MIDWEST DIVISION	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	254.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	17.60-
				TOTAL:	237.28
COOPERATIVE ENERGY CO- ACCT # 5910807	4/19/13	DIESEL-GENERATOR ICE STORM	GENERAL FUND	STORM DAMAGE (FEMA)	3,216.94
	4/19/13	DIESEL-GENERATOR ICE STORM MUNICIPAL WASTEWAT		O-PURIFY MISC	2,019.94
				TOTAL:	5,236.88
COOPERATIVE ENERGY CO- ACCT# 05412019	4/19/13	KEROSENE FOR PRESSURE WASH WATER		O-PUMPING	26.00
				TOTAL:	26.00
CREDIT BUREAU OF NEW ULM	4/19/13	EMPLOYMENT CREDIT REPORT	GENERAL FUND	POLICE ADMINISTRATION	35.00
				TOTAL:	35.00
CRYSTAL GLASS COMPANY	4/19/13	WINDSHIELD REPLACEMENT #20 WATER		M-PUMPING	253.69
				TOTAL:	253.69
CULLIGAN WATER COND CO	4/19/13	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	62.07
	4/19/13	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	29.66
	4/19/13	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	29.66
	4/19/13	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.34
	4/19/13	MONTHLY SERVICE	WATER	O-DISTR MISC	19.24
	4/19/13	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	19.24
	4/19/13	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	54.83
	4/19/13	SALT	LIQUOR	O-GEN MISC	16.83
				TOTAL:	236.87
DACOTAH PAPER CO	4/19/13	BAGS	LIQUOR	O-GEN MISC	155.25
				TOTAL:	155.25
DAILY GLOBE	4/19/13	ON-LINE ADS	GENERAL FUND	MAYOR AND COUNCIL	60.00
	4/19/13	ANNUAL REPORT	GENERAL FUND	COMMUNITY CENTER	355.00
	4/19/13	OPEN HOUSE	RECREATION	GOLF COURSE-CLUBHOUSE	606.40
	4/19/13	ANNUAL REPORT	RECREATION	GOLF COURSE-CLUBHOUSE	379.00
	4/19/13	ON-LINE ADS	RECREATION	GOLF COURSE-CLUBHOUSE	10.00
	4/19/13	ANNUAL REPORT	EVENT CENTER/AUDIT	EVENT CENTER	355.00
	4/19/13	ON-LINE ADS	EVENT CENTER/AUDIT	EVENT CENTER	10.00
	4/19/13	INSERT	LIQUOR	O-GEN MISC	741.01
				TOTAL:	2,516.41
DAKOTA DATA SHRED	4/19/13	SHREDDING	GENERAL FUND	SECURITY CENTER	82.12
	4/19/13	SHREDDING	GENERAL FUND	SECURITY CENTER	82.13
				TOTAL:	164.25
DANS ELECTRIC INC	4/19/13	SHOP LIGHT FIXTURES	GENERAL FUND	PAVED STREETS	5,619.88
	4/19/13	AIRPORT GENERATOR REPAIRS	AIRPORT	O-GEN MISC	275.00
	4/19/13	AIRPORT GENERATOR REPAIRS	AIRPORT	O-GEN MISC	328.24
				TOTAL:	6,223.12
DAVIS TYPEWRITER CO INC	4/19/13	"APPROVED" STAMP	GENERAL FUND	CLERK'S OFFICE	12.79
	4/19/13	NOTARY STAMP	GENERAL FUND	ENGINEERING ADMIN	19.24
	4/19/13	11 X 17 PAPER, MARKERS	GENERAL FUND	ENGINEERING ADMIN	31.61
	4/19/13	NOTARY STAMP	GENERAL FUND	ECONOMIC DEVELOPMENT	19.24
	4/19/13	11 X 17 PAPER, MARKERS	GENERAL FUND	ECONOMIC DEVELOPMENT	31.61
	4/19/13	CORRECTION TAPE	GENERAL FUND	POLICE ADMINISTRATION	4.11
	4/19/13	DVD RW DISCS	GENERAL FUND	POLICE ADMINISTRATION	121.21
	4/19/13	WHITE ENVELOPES	GENERAL FUND	POLICE ADMINISTRATION	90.22

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/19/13	CDR	GENERAL FUND	POLICE ADMINISTRATION	17.30
	4/19/13	DRYERASE MARKERS, CORRECTI	GENERAL FUND	POLICE ADMINISTRATION	6.70
	4/19/13	BOARD CLEANER	GENERAL FUND	POLICE ADMINISTRATION	13.59
	4/19/13	SHREDDER BAGS, POST-ITS	GENERAL FUND	SECURITY CENTER	43.05
	4/19/13	SHREDDER BAGS, POST-ITS	GENERAL FUND	SECURITY CENTER	43.05
	4/19/13	32 GALLON BAGS	GENERAL FUND	SECURITY CENTER	35.66
	4/19/13	32 GALLON BAGS	GENERAL FUND	SECURITY CENTER	35.65
	4/19/13	HIGHLIGHTERS, CD/DVD SLEEV	GENERAL FUND	SECURITY CENTER	24.19
	4/19/13	HIGHLIGHTERS, CD/DVD SLEEV	GENERAL FUND	SECURITY CENTER	24.19
	4/19/13	9.5 X 11 20# LASER PERFORA	GENERAL FUND	SECURITY CENTER	20.82
	4/19/13	9.5 X 11 20# LASER PERFORA	GENERAL FUND	SECURITY CENTER	20.83
	4/19/13	COPY PAPER	GENERAL FUND	SECURITY CENTER	4.22
	4/19/13	COPY PAPER	GENERAL FUND	SECURITY CENTER	4.22
	4/19/13	FILE POCKETS, POST-ITS, PE	GENERAL FUND	SECURITY CENTER	37.29
	4/19/13	FILE POCKETS, POST-ITS, PE	GENERAL FUND	SECURITY CENTER	37.29
	4/19/13	MAIL BAGS, LEGAL PADS, TA	GENERAL FUND	SECURITY CENTER	22.61
	4/19/13	MAIL BAGS, LEGAL PADS, TA	GENERAL FUND	SECURITY CENTER	22.61
	4/19/13	STACK CHAIRS, CLOCKS, WAST	GENERAL FUND	COMMUNITY CENTER	7,943.90
	4/19/13	STAPLER, CARTRIDGE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	128.58
	4/19/13	PENCILS-TREE WORKSHOP	RECREATION	TREE REMOVAL	4.45
	4/19/13	CARTRIDGES	LIQUOR	O-GEN MISC	556.96
	4/19/13	SEALING TAPE, KNIFE CUTTER	LIQUOR	O-GEN MISC	24.50
				TOTAL:	9,401.69
DEPUTY REGISTER #33	4/19/13	REGISTER '96 TOYOTA COROLL	GENERAL FUND	POLICE ADMINISTRATION	20.75
	4/19/13	REGISTER VEHICLE	ELECTRIC	PA TRANSPORTATION EQUI	1,523.11
				TOTAL:	1,543.86
DIAMOND VOGEL PAINT	4/19/13	PAINT FOR PICNIC TABLES	RECREATION	PARK AREAS	40.60
				TOTAL:	40.60
DONOHUE & ASSOCIATES INC	4/19/13	ENGINEERING CONSULTANTS	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	2,637.42
	4/19/13	ENGINEERING CONSULTANTS	INDUSTRIAL WASTEWA	PROJECT #6	2,328.12
				TOTAL:	4,965.54
DYKES AUTO SALVAGE INC	4/19/13	TIRE-AIRPORT YELLOW TUG	AIRPORT	O-GEN MISC	26.72
				TOTAL:	26.72
ECHO GROUP INC	4/19/13	BREAKER	RECREATION	GOLF COURSE-GREEN	6.26
	4/19/13	CABLE TIES	ELECTRIC	M-DISTR UNDERGRND LINE	52.27
				TOTAL:	58.53
FASTENAL COMPANY	4/19/13	HOSE FLANGE	GENERAL FUND	PAVED STREETS	1.26
	4/19/13	SNOW PLOW CENTER PIN	GENERAL FUND	ICE AND SNOW REMOVAL	0.43
				TOTAL:	1.69
FRONTIER COMMUNICATIONS	4/19/13	ICAC REIMBURSED INTERNET	GENERAL FUND	POLICE ADMINISTRATION	94.31
				TOTAL:	94.31
GRAHAM TIRE OF WORTHINGTON INC	4/19/13	POWER STEERING REPAIR 34	GENERAL FUND	POLICE ADMINISTRATION	208.00
	4/19/13	POWER STEERING REPAIR 34	GENERAL FUND	POLICE ADMINISTRATION	409.64
	4/19/13	TUBE	RECREATION	GOLF COURSE-GREEN	23.21
				TOTAL:	640.85
GRNJR INC D/B/A SUBWAY	4/19/13	POLICE INTERVIEWS	GENERAL FUND	POLICE ADMINISTRATION	67.06
				TOTAL:	67.06

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HACH COMPANY	4/19/13	LAB CHEMICALS	WATER	O-PURIFY MISC	183.80
				TOTAL:	183.80
HAGEN BEVERAGE DISTRIBUTING INC	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	844.75
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	3,069.30
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	197.25
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	1,847.70
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	7,100.75
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	5,882.70
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	173.00
				TOTAL:	19,115.45
HILLESHEIM CHRISTOPHER	4/19/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	25.00
				TOTAL:	25.00
HY-VEE INC-61705	4/19/13	TREE WORKSHOP SUPPLIES	RECREATION	TREE REMOVAL	31.41
				TOTAL:	31.41
IDE@S	4/19/13	TECH SUPPORT	GENERAL FUND	ENGINEERING ADMIN	58.13
	4/19/13	TECH SUPPORT	GENERAL FUND	ECONOMIC DEVELOPMENT	58.12
	4/19/13	INK CARTRIDGE	GENERAL FUND	PAVED STREETS	45.95
	4/19/13	INK CARTRIDGE	GENERAL FUND	PAVED STREETS	37.40
	4/19/13	COMPUTERS	GENERAL FUND	COMMUNITY CENTER	3,652.93
				TOTAL:	3,852.53
INTEGRITY AVIATION INC	4/19/13	REIMBURSE-BIOSCIENCE SPONS	AIRPORT	O-GEN MISC	350.00
	4/19/13	FBO MGMT FEE-APRIL	AIRPORT	O-GEN MISC	1,995.00
				TOTAL:	2,345.00
INTL UNION LOCAL #49	4/19/13	DUES	GENERAL FUND	NON-DEPARTMENTAL	125.10
	4/19/13	DUES	RECREATION	NON-DEPARTMENTAL	90.00
	4/19/13	DUES	IMPROVEMENT CONST	NON-DEPARTMENTAL	29.15
	4/19/13	DUES	WATER	NON-DEPARTMENTAL	184.01
	4/19/13	DUES	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	219.66
	4/19/13	DUES	STORM WATER MANAGE	NON-DEPARTMENTAL	17.73
	4/19/13	DUES	AIRPORT	NON-DEPARTMENTAL	16.85
				TOTAL:	682.50
ITEN, VIDA	4/19/13	REIMBURSE	ELECTRIC	ACCTS-ASSISTANCE	73.45
				TOTAL:	73.45
J & K WINDOWS	4/19/13	WINDOW CLEANING	LIQUOR	O-GEN MISC	32.06
				TOTAL:	32.06
JACKS UNIFORMS & EQUIPMENT	4/19/13	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	107.89
				TOTAL:	107.89
JERRY'S AUTO SUPPLY	4/19/13	FITTING	GENERAL FUND	PAVED STREETS	4.58
	4/19/13	FITTINGS	GENERAL FUND	PAVED STREETS	18.78
	4/19/13	PARTS	GENERAL FUND	PAVED STREETS	237.00
	4/19/13	PARTS UNIT 425	GENERAL FUND	PAVED STREETS	36.33
	4/19/13	PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	237.01
	4/19/13	BULB FOR 411	GENERAL FUND	ICE AND SNOW REMOVAL	20.05
	4/19/13	OIL DRY-BUCKET TRUCK	RECREATION	TREE REMOVAL	22.28
	4/19/13	OIL DRY-BUCKET TRUCK	RECREATION	TREE REMOVAL	111.42
	4/19/13	FILTER, PARTS AIRPORT GENE	AIRPORT	O-GEN MISC	75.29

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/19/13	PARTS-AIRPORT GENERATOR	AIRPORT	O-GEN MISC	27.22
				TOTAL:	789.96
JOHNSON BROTHERS LIQUOR CO	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	416.00
	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,337.82
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	1,508.50
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	53.30
	4/19/13	BEER	LIQUOR	NON-DEPARTMENTAL	26.65
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	570.73
	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,587.85
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	3,504.45
	4/19/13	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	80.00-
	4/19/13	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	86.90-
	4/19/13	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	11.03-
	4/19/13	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	24.00-
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	36.40
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	46.40
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	19.20
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	33.38
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	76.80
	4/19/13	CREDIT FREIGHT	LIQUOR	O-SOURCE MISC	0.53-
	4/19/13	FREIGHT CREDIT	LIQUOR	O-SOURCE MISC	1.87-
				TOTAL:	11,013.15
JOSWIAK JOE	4/19/13	REIMBURSE	GENERAL FUND	POLICE ADMINISTRATION	11.00
				TOTAL:	11.00
JSA SERVICES	4/19/13	TOWELS FOR BATHROOM	GENERAL FUND	PAVED STREETS	75.55
				TOTAL:	75.55
KARLS CARQUEST AUTO PARTS INC	4/19/13	BATTERY UNIT 39	GENERAL FUND	POLICE ADMINISTRATION	119.56
	4/19/13	P/S PUMP, 12 VOLT EURO UNI	GENERAL FUND	POLICE ADMINISTRATION	208.92
	4/19/13	POWER STEERING FLUID	GENERAL FUND	POLICE ADMINISTRATION	17.91
	4/19/13	POWER STEERING STOP LEAK	GENERAL FUND	POLICE ADMINISTRATION	11.67
	4/19/13	RETURNED P/S PUMP	GENERAL FUND	POLICE ADMINISTRATION	74.19-
	4/19/13	CLAMPS, ANTIFREEZE UNIT 37	GENERAL FUND	POLICE ADMINISTRATION	26.03
	4/19/13	OIL, BRAKE CLEANER, DEXCOO	GENERAL FUND	POLICE ADMINISTRATION	276.37
	4/19/13	ANTIFREEZE	GENERAL FUND	POLICE ADMINISTRATION	18.99
	4/19/13	IMPALA OIL FILTERS	GENERAL FUND	POLICE ADMINISTRATION	50.79
	4/19/13	BRAKE ROTORS, PAD UNIT 44	GENERAL FUND	POLICE ADMINISTRATION	127.80
	4/19/13	BLUE CORAL	GENERAL FUND	POLICE ADMINISTRATION	2.13
				TOTAL:	785.98
KM GRAPHICS	4/19/13	TRAFFIC ACCIDENT INFO PADS	GENERAL FUND	POLICE ADMINISTRATION	101.53
				TOTAL:	101.53
LAMPERTS YARDS INC-2600013	4/19/13	SHELFING	ELECTRIC	M-DISTR UNDERGRND LINE	38.26
				TOTAL:	38.26
LAMPERTS YARDS INC-2602004	4/19/13	FURRING STRIPS FOR STAKES	RECREATION	GOLF COURSE-GREEN	69.77
				TOTAL:	69.77
LIGHTHOUSE HOSPITALITY GROUP	4/19/13	PENS, BROCHURES, SALES FOL	EVENT CENTER/AUDIT	EVENT CENTER	5,122.00
				TOTAL:	5,122.00
MARCO	4/19/13	MONTHLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	65.91

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/19/13	MONTHLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	65.91
	4/19/13	MONTHLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	34.88
	4/19/13	MONTHLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	34.89
	4/19/13	MONTHLY SERVICE	DATA PROCESSING	COPIER/FAX	86.29
				TOTAL:	287.88
MARKS TOWING & REPAIR OF WORTHINGTON I	4/19/13	TOW	GENERAL FUND	POLICE ADMINISTRATION	63.14
	4/19/13	TOW	GENERAL FUND	POLICE ADMINISTRATION	64.13
				TOTAL:	127.27
MARTHALER CHEVROLET OF WORTHINGTON	4/19/13	KEYS	GENERAL FUND	POLICE ADMINISTRATION	31.91
				TOTAL:	31.91
MEDIACOM	4/19/13	INTERNET	GENERAL FUND	PAVED STREETS	77.45
				TOTAL:	77.45
MINNESOTA ENERGY RESOURCES CORP	4/19/13	GAS SERVICE	GENERAL FUND	PAVED STREETS	225.61
	4/19/13	GAS SERVICE	GENERAL FUND	PAVED STREETS	127.71
	4/19/13	GAS SERVICE	RECREATION	PARK AREAS	16.10
	4/19/13	GAS SERVICE	RECREATION	PARK AREAS	16.91
	4/19/13	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,445.61
	4/19/13	GAS SERVICE	WATER	O-DISTR MISC	225.61
	4/19/13	GAS SERVICE	WATER	O-DISTR MISC	61.30
	4/19/13	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	75.20
	4/19/13	GAS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	3,439.38
	4/19/13	GAS SERVICE	ELECTRIC	O-DISTR MISC	225.61
	4/19/13	GAS SERVICE	ELECTRIC	O-DISTR MISC	66.41
	4/19/13	GAS SERVICE	LIQUOR	O-GEN MISC	255.43
	4/19/13	GAS SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	365.00
				TOTAL:	6,545.88
MINNESOTA POLLUTION CONTROL	4/19/13	WW TREATMENT TECH SEMINAR	MUNICIPAL WASTEWAT	O-PURIFY MISC	300.00
	4/19/13	VAN EDE CLASS D WW TEST AP	MUNICIPAL WASTEWAT	O-PURIFY MISC	55.00
				TOTAL:	355.00
MINNESOTA WEST COMM AND TECH COLLEGE	4/19/13	WORK STUDY AGREEMENT	GENERAL FUND	CODE ENFORCEMENT	29.25
				TOTAL:	29.25
MISCELLANEOUS V DO, THI	4/19/13	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	168.45
GODOY MARTINEZ KAREN	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	4.07
GODOY MARTINEZ KAREN	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.01
HAZEL AMBER L	4/19/13	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	31.35
HENDRICKSON RAY A	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	58.35
HENDRICKSON RAY A	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.05
JJ SMART SAVINGS	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	250.54
JJ SMART SAVINGS	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.20
LOPEZ MORALES ELEUTERI	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	88.32
LOPEZ MORALES ELEUTERI	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.05
NUNEZ ALEXIS	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	38.16
NUNEZ ALEXIS	4/19/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.03
				TOTAL:	639.58
MISSOURI RIVER ENERGY SERVICES	4/19/13	LRS TOUR- ELSING	ELECTRIC	ADMIN MISC	200.00
				TOTAL:	200.00
NATIONAL ASSOCIATION OF SCHOOL RESOURC	4/19/13	MEMBERSHIP RENEWAL	GENERAL FUND	POLICE ADMINISTRATION	40.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	40.00
NICOLE KEMPEMA'S CLEANING AND ORGANIZI	4/19/13	CLEANING 4/2/12	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	81.25
				TOTAL:	81.25
NOBLES COOPERATIVE ELECTRIC	4/19/13	ELECTRIC SERVICE-RANGE	GENERAL FUND	SECURITY CENTER	8.22
	4/19/13	ELECTRIC SERVICE-RANGE	GENERAL FUND	SECURITY CENTER	8.22
	4/19/13	ELECTRIC SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	351.01
	4/19/13	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	117.02
	4/19/13	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	88.27
	4/19/13	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	18.19
	4/19/13	ELECTRIC SERVICE	WATER	O-PUMPING	15.01
	4/19/13	ELECTRIC SERVICE	WATER	O-PUMPING	15.01
	4/19/13	ELECTRIC SERVICE	AIRPORT	O-GEN MISC	40.23
				TOTAL:	661.18
NOBLES COUNTY AUDITOR/TREASURER	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	495.54
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	2,020.00
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	1,643.15
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	3,650.81
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	5,950.52
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	4,092.84
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	1,002.00
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	366.69
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	27.67
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	2,077.25
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	4,678.38
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	162.94
	4/19/13	1ST QTR '13 SECURITY BLDG	GENERAL FUND	SECURITY CENTER	57.82
				TOTAL:	26,225.61
OBERLOH JANICE	4/19/13	REIMBURSE CAMERA DISC	GENERAL FUND	STORM DAMAGE (FEMA)	27.91
				TOTAL:	27.91
THE ODYSSEY GROUP	4/19/13	HOFFMAN-INTEROPERABLE COMM	GENERAL FUND	SECURITY CENTER	62.50
	4/19/13	HOFFMAN-INTEROPERABLE COMM	GENERAL FUND	SECURITY CENTER	62.50
				TOTAL:	125.00
OFFICE SYSTEMS CO	4/19/13	QUARTERLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	84.93
	4/19/13	QUARTERLY COPIER SERVICE	GENERAL FUND	SECURITY CENTER	84.94
				TOTAL:	169.87
OKABENA-CHEDA WATERSHED DISTRICT	4/19/13	WATER QUALITY IMPROVEMENT	OLSON WATER	LAKE IMPROVEMENT	5,000.00
				TOTAL:	5,000.00
OXFORD AUTOMOTIVE EXTERIORS	4/19/13	REPAIRS TO UNIT 44	GENERAL FUND	POLICE ADMINISTRATION	275.60
	4/19/13	REPAIRS TO UNIT 44	GENERAL FUND	POLICE ADMINISTRATION	117.34
				TOTAL:	392.94
PAPIK MOTORS	4/19/13	REPAIRS TO UNIT 36	GENERAL FUND	POLICE ADMINISTRATION	275.00
	4/19/13	REPAIRS TO UNIT 36	GENERAL FUND	POLICE ADMINISTRATION	433.29
				TOTAL:	708.29
PEPSI COLA BOTTLING CO	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	53.00
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	104.40
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	71.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
TOTAL:					228.40
PHILLIPS WINE & SPIRITS INC	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	582.51
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	482.65
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	32.50
	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,890.22
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	262.10
	4/19/13	LIQUOR CREDIT	LIQUOR	NON-DEPARTMENTAL	79.00-
	4/19/13	LIQUOR CREDIT	LIQUOR	NON-DEPARTMENTAL	75.52-
	4/19/13	WINE CREDIT	LIQUOR	NON-DEPARTMENTAL	49.65-
	4/19/13	LIQUOR CREDIT	LIQUOR	NON-DEPARTMENTAL	206.95-
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	8.80
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	14.40
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	28.78
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	11.20
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.53-
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.53-
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.60-
TOTAL:					2,899.38
REGISTER RECEIPT ADVERTISING COMPANY	4/19/13	REGISTER TAPE ADS-HYVEE &	LIQUOR	O-GEN MISC	562.50
TOTAL:					562.50
RONS REPAIR INC	4/19/13	PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	84.05
	4/19/13	PARTS	AIRPORT	O-GEN MISC	23.94
TOTAL:					107.99
RUNNINGS SUPPLY INC-ACCT#9502485	4/19/13	TOTES	GENERAL FUND	POLICE ADMINISTRATION	29.92
	4/19/13	FIREHALL BATTERY PACK	GENERAL FUND	FIRE ADMINISTRATION	24.57
	4/19/13	PARTS	GENERAL FUND	PAVED STREETS	37.34
	4/19/13	PARTS	GENERAL FUND	PAVED STREETS	7.38
	4/19/13	OUTLET	GENERAL FUND	PAVED STREETS	3.84
	4/19/13	SANDER PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	14.45
	4/19/13	SANDER PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	8.21
	4/19/13	HOSE CLAMPS	GENERAL FUND	SIGNS AND SIGNALS	12.74
	4/19/13	PRESSURE WASHER	RECREATION	GOLF COURSE-GREEN	396.46
	4/19/13	FLEXIBLE HOSE	RECREATION	GOLF COURSE-GREEN	21.37
	4/19/13	BRISTOL PARK-LANDSCAPE TIM	RECREATION	PARK AREAS	21.33
	4/19/13	ANTI-FREEZE AIRPORT GENERA	AIRPORT	O-GEN MISC	67.27
	4/19/13	AIRPORT GENERATOR PARTS	AIRPORT	O-GEN MISC	52.17
	4/19/13	CLARY ST BRIDGE INS REPAIR	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	20.48
	4/19/13	CLARY ST BRIDGE INS REPAIR	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	8.31
TOTAL:					725.84
SALONEK CONCRETE & CONSTRUCTION INC	4/19/13	MINNESOTA ENERGY BILL	GENERAL FUND	COMMUNITY CENTER	118.62
TOTAL:					118.62
SCHWALBACH ACE HARDWARE-5930	4/19/13	DVD SYSTEM KEY	GENERAL FUND	POLICE ADMINISTRATION	2.13
	4/19/13	PARTS	GENERAL FUND	PAVED STREETS	12.60
	4/19/13	MOVED COFFEE MAKER TO NEW	GENERAL FUND	COMMUNITY CENTER	168.50
	4/19/13	FITTINGS	RECREATION	GOLF COURSE-CLUBHOUSE	25.93
	4/19/13	RETURNED FITTINGS	RECREATION	GOLF COURSE-CLUBHOUSE	1.28-
	4/19/13	SCREWS	RECREATION	PARK AREAS	46.24
	4/19/13	BATTERIES, PADLOCK	LIQUOR	O-GEN MISC	37.91
	4/19/13	CLARY ST BRIDGE INS REPAIR	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	42.66
TOTAL:					334.69

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHWALBACH ACE #6067	4/19/13	LIGHT BULBS, ANTIFREEZE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	50.19
	4/19/13	UPS FREIGHT	AIRPORT	O-GEN MISC	19.76
				TOTAL:	69.95
SEW UNIQUE INC	4/19/13	HEM UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	15.68
	4/19/13	HEM UNIFORMS	GENERAL FUND	SECURITY CENTER	13.00
	4/19/13	HEM UNIFORMS	GENERAL FUND	SECURITY CENTER	13.00
				TOTAL:	41.68
SHINE BROS CORP OF MN	4/19/13	SANDER PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	48.43
	4/19/13	CLARY ST BRIDGE INS REPAIR	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	218.38
				TOTAL:	266.81
SOUTHERN WINE & SPIRITS OF MINNESOTA	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,292.11
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	35.25
	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,677.35
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	72.00
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	18.96
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.46
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	24.36
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
				TOTAL:	3,122.34
SOUTHWEST CHAPTER OF ICC	4/19/13	SPRAY FOAM CONTINUING ED	GENERAL FUND	ECONOMIC DEVELOPMENT	10.00
				TOTAL:	10.00
SOUTHWEST CHIEFS OF POLICE	4/19/13	2013 DUES	GENERAL FUND	POLICE ADMINISTRATION	40.00
				TOTAL:	40.00
SOUTHWEST MENTAL HEALTH CENTER	4/19/13	REDISCOVERED PROGRAM FUNDI	GENERAL FUND	ECONOMIC DEVELOPMENT	30,000.00
				TOTAL:	30,000.00
STAG CLOTHIERS	4/19/13	ALTERATIONS	GENERAL FUND	POLICE ADMINISTRATION	13.42
				TOTAL:	13.42
ROBIN STOYKE	4/19/13	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.43
				TOTAL:	56.43
STUART C IRBY CO	4/19/13	SLING FOR UNIT 101	ELECTRIC	O-DISTR UNDERGRND LINE	409.24
				TOTAL:	409.24
TEXAS REFINERY CORP	4/19/13	FUEL CONDITIONER	RECREATION	GOLF COURSE-GREEN	255.00
				TOTAL:	255.00
TURFWERKS	4/19/13	GREENS CART OIL	RECREATION	GOLF COURSE-GREEN	200.09
				TOTAL:	200.09
VIRGIL VEEN	4/19/13	OIL CHANGES, LABOR	GENERAL FUND	POLICE ADMINISTRATION	245.00
				TOTAL:	245.00
VERIZON WIRELESS	4/19/13	DATA CARDS	GENERAL FUND	POLICE ADMINISTRATION	364.28
	4/19/13	DATA CARDS	GENERAL FUND	SECURITY CENTER	286.22
	4/19/13	WIRELESS DATA LINES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	87.14
				TOTAL:	737.64
VETERINARY MEDICAL CTR PA	4/19/13	LAIKA FOOD, DASUQUIN	GENERAL FUND	POLICE ADMINISTRATION	93.60

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/19/13	DOG FOOD	GENERAL FUND	POLICE ADMINISTRATION	<u>41.71</u>
				TOTAL:	135.31
VIEWPOINT CONSULTING GROUP INC	4/19/13	HOUSING NEEDS ASSESSMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>12,957.57</u>
				TOTAL:	12,957.57
VINOCOPIA INC	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	581.00
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	80.00
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	<u>30.00</u>
				TOTAL:	691.00
WAL MART BUSINESS/GEGRB	4/19/13	SHOP SUPPLIES	ELECTRIC	O-DISTR MISC	<u>44.25</u>
				TOTAL:	44.25
WEST GOVERNMENT SERVICES	4/19/13	MARCH CLEAR	GENERAL FUND	SECURITY CENTER	69.92
	4/19/13	MARCH CLEAR	GENERAL FUND	SECURITY CENTER	<u>69.92</u>
				TOTAL:	139.84
WINE MERCHANTS	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	39.55
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	<u>3.20</u>
				TOTAL:	42.75
WINFIELD SOLUTIONS LLC	4/19/13	FERTILIZER & HERBICIDE	RECREATION	GOLF COURSE-GREEN	<u>4,822.79</u>
				TOTAL:	4,822.79
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,516.45
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	33.62
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	224.00
	4/19/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,724.65
	4/19/13	MIX	LIQUOR	NON-DEPARTMENTAL	42.00
	4/19/13	WINE	LIQUOR	NON-DEPARTMENTAL	1,648.03
	4/19/13	LIQUOR CREDIT	LIQUOR	NON-DEPARTMENTAL	977.25
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	25.85
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	3.30
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	67.12
	4/19/13	FREIGHT	LIQUOR	O-SOURCE MISC	<u>33.00</u>
				TOTAL:	6,340.77
WORTHINGTON CABLE 3 TV PUBLIC ACCESS	4/19/13	2012 FRANCHISE FEES	CABLE TELEVISION	NON-DEPARTMENTAL	<u>65,898.80</u>
				TOTAL:	65,898.80
WORTHINGTON EXCAVATING INC	4/19/13	SNOW REMOVAL-DEICER	GENERAL FUND	ICE AND SNOW REMOVAL	<u>864.00</u>
				TOTAL:	864.00
WORTHINGTON FOOTWEAR	4/19/13	BOOTS	GENERAL FUND	PAVED STREETS	<u>178.00</u>
				TOTAL:	178.00
WORTHINGTON PLUMBING & HEATING	4/19/13	AIRPORT TOILET REPAIRS	AIRPORT	O-GEN MISC	<u>116.62</u>
				TOTAL:	116.62
ZIMCO SUPPLY CO	4/19/13	FUNGICIDES	RECREATION	GOLF COURSE-GREEN	3,741.16
	4/19/13	CUPS AND FLAGS	RECREATION	GOLF COURSE-GREEN	<u>759.00</u>
				TOTAL:	4,500.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
----- FUND TOTALS -----					
101		GENERAL FUND	102,383.04		
207		PD TASK FORCE	215.72		
229		RECREATION	12,302.14		
231		ECONOMIC DEV AUTHORITY	1,445.61		
401		IMPROVEMENT CONST	29.15		
432		EVENT CENTER/AUDITORIUM	5,487.00		
601		WATER	1,411.17		
602		MUNICIPAL WASTEWATER	14,278.86		
604		ELECTRIC	3,754.51		
605		INDUSTRIAL WASTEWATER	2,328.12		
606		STORM WATER MANAGEMENT	17.73		
609		LIQUOR	59,442.77		
612		AIRPORT	4,038.56		
614		MEMORIAL AUDITORIUM	446.25		
702		DATA PROCESSING	86.29		
703		SAFETY PROMO/LOSS CTRL	289.83		
801		OLSON WATER	5,000.00		
872		CABLE TELEVISION	65,898.80		
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		GRAND TOTAL:	278,855.55		
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