

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING**

**AGENDA**

**5:30 P.M. - Monday, May 22, 2023**  
**City Hall Council Chambers**

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. INTRODUCTIONS AND OPENING REMARKS**
- C. AGENDA ADDITIONS/CHANGES AND CLOSURE**
  - 1. Additions/Changes
  - 2. Closure
- D. PUBLIC HEARING ON SHELL STREET PAVEMENT IMPROVEMENT - ENGINEERING-CASE ITEM 1 (BLUE)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. Regular City Council Meeting Minutes of May 8, 2023
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. LEC Joint Powers Board Meeting Minutes of May 10, 2023
    - b. Economic Development Authority Meeting Minutes of May 8, 2023
    - c. Heron Lake Watershed District Board Meeting Minutes of April 19, 2023
    - d. Cross Cultural Advisory Committee Meeting Minutes of April 18, 2023
  - 3. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)

1. Dock Permits

4. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Item(s)

1. Application for Temporary On-Sale Liquor License - King Turkey Day, Inc
2. Application for Temporary On-Sale Liquor License - FORWARD Worthington
3. Application to Block Streets - FORWARD Worthington Agribusiness Committee
4. Application for Parade Permit or to Block Streets - Solid Rock Church
5. Application for Exemption From Lawful Gambling Permit - St. Mary's Church
6. 2023-2024 On-Sale Liquor, Wine, Club and Sunday On-Sale License Renewals

5. FINANCIAL STATEMENTS (LAVENDER)

- a. Municipal Liquor Store Income Statement for the Period of January 1, 2023 through April 30, 2023
- b. Olson Park Statement of Revenue and Expenditures - Budget and Actual for the Period of January 1, 2023 - April 30, 2023
- c. Field House Statement of Revenue and Expenditures - Budget and Actual for the Period of January 1, 2023 - April 30, 2023

6. BILLS PAYABLE (WHITE)

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

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

Case Item(s)

1. Memorial Auditorium Update
2. Second Reading Proposed Ordinance to Amend Title XV of City Code to Rezone Property from "I" (Major Institution District) to "R-1" (Single Family Detached Residential District)

3. Second Reading Proposed Ordinance to Amend Title XV of City Code to Rezone Property from "TZ" (Transition Zone District) to "B-3" (General Business District)
4. Second Reading Proposed Ordinance to Amend Title XV of City Code to Rezone Property from "R-2" (Single Family, Low Density Residential District) to "R-4" (Medium Density Residential District)

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

Case Item(s)

1. Approve Change Order for Aquatic Center Project
2. Amend State of Minnesota Grant
3. Approve Resolution Accepting MnDOT Transportation Airport Maintenance and Operations Grant

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

Case Item(s)

2. Approve Agreement for Professional Services for Reconstruction of Second Avenue From Tenth Street to Twelfth Street, Along With Utility Improvements

**I. COUNCIL COMMITTEE REPORTS**

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

**J. CITY ADMINISTRATOR REPORT**

**K. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING  
MAY 8, 2023**

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

Staff present: Steve Robinson, City Administrator; Matt Selof, Community Development Director; Steve Schneider, City Engineer; Todd Wietzema, Public Works Director; Mindy Eggers, City Clerk.

Others Present: Ryan McGaughey, Radio Works; Emma McNamee, The Globe.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

The Mayor stated Items *G.1. Change of Zone - 1381 Knollwood Drive* would be pulled from the agenda and an amended resolution for *Item F.1. Approve the Feasibility Report for the Improvement of Shell Street from Lake Avenue to Ninth Street and Order the Public Hearing for the Proposed Shell Street Improvements* would be added to the agenda.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to approve the agenda with the noted changes.

**CONSENT AGENDA**

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

- Water & Light Commission Meeting Minutes of May 1, 2023
- Planning Commission Meeting Minutes of May 2, 2023
- Traffic & Safety Committee Meeting Minutes of April 25, 2023
- Safe Roads Coalition Meeting Minutes of April 25, 2023
- Housing & Redevelopment Authority Board Meeting Minutes of March 29, 2023
- Prairie Justice Center Operations Committee Meeting Minutes of March 2, 2023
- Application to Block Street(s) - Worthington International Festival/Cultural Awareness Organization
- Application to Block Street(s) - City of Worthington
- Bills Payable Totaling \$1,560,161.86

**ORDINANCE NO. 1196 ADOPTED TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - TEXT AMENDMENT – CITY CODE CHAPTER 97**

Pursuant to published notice this is the time and date set for the third reading of a proposed ordinance to Amend Title XV of the City Code of the City of Worthington, Nobles County, Minnesota.

A complete copy of the ordinance was provided in your April 10, 2023 Council Agenda.

The motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to give a third reading and subsequently adopt the following ordinance:

ORDINANCE NO. 1196

AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - TEXT AMENDMENT – CITY CODE CHAPTER 97

(Refer to Ordinance File for complete cop of Ordinance)

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

Steve Robinson, City Administrator, said a Nominating Committee meeting was held on May 3, 2023 and the committee is making the following recommendations for committee appointments/reappointments:

Park & Recreation Advisory Board

Re-appoint Jason Johnson to a second three-year term, term to expire May 31, 2026

Housing & Redevelopment Authority Board

Appoint Mike Kuhle to fill the unexpired term of Mike Johnson, who resigned, term to expire October 31, 2023

A motion was made by Council Member Cummings, seconded Council Member Ernst and unanimously carried to approve the Nominating Committee recommendations for committee appointments/reappointments.

**RESOLUTION NO. 2023-05-13 ADOPTED RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT**

Steve Schnieder, City Engineer, said the feasibility report for the improvement of Shell Street located between Lake Avenue and Ninth Street has been completed.

Mr. Schnieder explained the city share would include all the cost for reconstruction of the center 24-feet of pavement with the cost for reconstructing the remaining width of pavement, curb, gutter,

driveways and sidewalk being assessed to the benefited properties. The street assessment rate would be based on the length of lot frontage on both sides of Shell Street. The water main will be replaced along with new service lines to the residential properties and will be replaced to the curb valve at the sidewalk. The water main reconstruction will not be assessed and the existing sanitary main is in good condition to last the next few years.

He said the estimated project costs of the bituminous and concrete pavement alternatives are \$508,870.00 and \$598,430.00 respectively.

The motion was made by Council Member Kolpin, seconded by Council Member Kielblock and unanimously approved to adopt the following resolution:

RESOLUTION NO. 2023-05-13

A RESOLUTION RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete cop of Resolution)

**APPROVED RECOMMENDATION FOR THE REWARD OF CONTRACT FOR THE RECONSTRUCTION OF SECOND AVENUE FROM TENTH STREET TO TWELFTH STREET**

Mr. Schnieder said bids were opened for the reconstruction of Second Avenue on May 3, 2023 at 2:00 p.m. Two bids were received and Henning Construction submitted the lowest bid of \$1,227,500.00.

The second bidder was Duininck, Inc. with a bid of \$1,456,460. The engineer's estimate was \$1,150,172.50. The low bid was 6.7%, \$77,327.59 over the estimate. Mr. Schnieder said the funding for the project will come from the Municipal State Aid Street construction allotment with some assessment for sewer services and local funding for water main and storm sewer connections.

The bids were verified and a letter of recommendation was received by Bolton & Menk.

A motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to award the contract to Henning Construction, Inc of Adrian, MN, in the amount of \$1,227,500.00.

**RESOLUTION NO. 2023-05-14 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BID**

Mr. Schnieder said staff has prepared plans and specifications for the improvement of Lake Street

and Nobles Street. The project will include the mill and overlay of the existing bituminous surface, and the construction of sidewalk ramps connecting to the streets. The starting date is June 1, 2023 with an anticipated substantial completion date of August 18, 2023.

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

RESOLUTION NO. 2023-05-1

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BID

(Refer to Resolution File for complete cop of Resolution)

**FIRST READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY  
CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE  
PROPERTY FROM “I” (MAJOR INSTITUTION DISTRICT) TO “R-1” (SINGLE FAMILY  
DETACHED RESIDENTIAL DISTRICT) - 1477 KNOLLWOOD DRIVE**

Matt Selof, Community Development Director, said the City of Worthington is considering a change of zone for property located at 1477 Knollwood Drive from ‘I’ Institutional to ‘R-1’ Single Family Detached Residential. The legal description of the subject property is as follows:

*That part of the Southeast Quarter of the Southwest Quarter of Section 27, Township 102, Range 40, City of Worthington, Nobles County, Minnesota, described as follows:*

*Commencing at the south quarter corner of said Section 27; thence on an assumed bearing of North 0 degrees 00 minutes 00 seconds East, along the north-south quarter line of said Section, a distance of 489.80 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence continuing North 0 degrees 00 minutes 00 seconds East, along said north-south quarter, a distance of 118.00 feet to an iron monument; thence South 90 degrees 00 minutes 00 seconds West a distance of 416.00 feet to an iron monument; thence South 0 degrees 00 minutes 00 seconds West a distance of 77.52 feet to an iron monument; thence North 90 degrees 00 minutes 00 seconds East a distance of 89.98 feet to an iron monument; thence South 0 degrees 00 minutes 00 seconds West a distance of 69.00 feet to an iron monument; thence North 85 degrees 00 minutes 00 seconds East a distance of 327.27 feet to the point of beginning, subject to easements now of record in said county and state.*

*AND*

*That part of the Southeast Quarter of the Southwest Quarter of Section 27, Township 102, Range 40, City of Worthington, Nobles County, Minnesota, described as follows:*

*Commencing at the south quarter corner of said Section 27; thence on an assumed bearing of North 0 degrees 00 minutes 00 seconds East, along the north-south quarter line of said Section, a distance of 431.17 feet to an iron monument; said iron monument being the point of beginning of the tract to be described; thence continuing North 0 degrees 00 minutes 00 seconds East, along said north-south quarter, a distance of 58.63 feet to an iron monument; thence South 85 degrees 00 minutes 00 seconds West a distance of 327.27 feet to an iron monument; thence South 0 degrees 00 minutes 00 seconds West a distance of 30.11 feet to an iron monument; thence North 90 degrees 00 minutes 00 seconds East a distance of 326.06 feet to the point of beginning, subject to easements now of record in said county and state.*

Mr. Selof said the City Planning Commission voted unanimously to recommend approval of the requested change of zone at their May 2, 2023 meeting.

Their recommendation was based on the following:

1. The subject property is currently zoned 'I' Major Institution District. The property was previously operated by a non-profit and was zoned accordingly for its use. The house eventually sold and is being used as a single-family dwelling.
2. With the pending request for a change of zone with the adjacent property to the north, Staff feels it is an appropriate time to correct the zoning of this property as well. Given the current use and surrounding zoning, staff has determined that 'R-1' Single-Family Detached Residential is the best zoning designation for this property.
3. Staff finds that with changes of zone and other land use requests, the surrounding zoning and land uses should be considered to reduce future land use conflicts. The surrounding zoning and land uses are as follows:

North: Pending change of zone to 'R-4'.

South: 'R-1' Single-Family Detached Residential. Single-family homes are located to the south.

East: 'R-4' Medium Density Residential. Apartments are located to the east.

West: 'R-1' Single-Family Detached Residential. Single-family homes are located to the west.

4. With any land use decision, staff finds it is prudent to consider a property's stated future land use as established by the City's Comprehensive Plan. The City's Comprehensive Plan identifies the subject property as medium density residential. Single-family is generally not considered medium density, however, it is residential and meets the general residential intent for the area as designated by the Comprehensive Plan.

The motion was made by Council Member Janssen, seconded by Council Member Kielblock and unanimously carried to approve the first reading of the proposed ordinance.

**FIRST READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE**



**PROPERTY FROM “T-Z” (TRANSITION ZONE DISTRICT) TO “B-3” (GENERAL BUSINESS DISTRICT) - 1530 AIRPORT ROAD**

Mr. Selof said the City of Worthington is considering a change of zone for property located at 1530 Airport Road (Prairie Justice Center) from ‘TZ’ Transition Zone to ‘B-3’ General Business District. If approved, this would allow for subdivision of the property. The legal description of the subject property is as follows:

*Lots 14, 15, 16, and 17, County’s Auditor’s Plat of the Southwest Quarter of the Southwest Quarter of Section 12, Township 102 North, Range 40 West, Worthington Township, Nobles County, Minnesota.*

He explained at the May 2, 2023 meeting the City Planning Commission voted unanimously to recommend approval of the requested change of zone. Their recommendation was based on the following:

1. The subject property is currently zoned ‘TZ’ Transition Zone. City Code Section 155.103 identifies this zoning district as being “primarily for those annexed unplatted areas within the City that have not been zoned for development and are undergoing a transition from, in most cases, agricultural to urban uses.” It goes on to say that, “it is the expressed intent of this district to allow only crop farming or similar agricultural uses...”
2. The subject property is currently owned by Nobles County and contains the Prairie Justice Center, which includes the County Courthouse, Sheriff’s Department, County Jail, and the Worthington Police Department. At the time it was constructed, the City made some minor amendments to City Code to allow for this use in the ‘TZ’ Transition Zone with issuance of a conditional use permit.

Nobles County is pursuing a C.I.C. Plat (Common Interest Community or Condo Plat) for a portion of the building as part of a grant they are receiving for a mental health facility. At the same time, they are considering splitting off two other areas of the property. In order to accomplish this, and meet the minimum lot size requirements, the property must be rezoned.

A preliminary and final plat request will be brought forth at a later date (dependent on the outcome of this request).

3. Unfortunately, none of the current zoning districts quite fit the current use of the property. Therefore, ‘B-3’ General Business District is the next best option, which would allow the property to retain its current use (under the existing conditional use permit). The planned subdivision would also meet lot size requirements, while maintaining the ability to construct an impound lot/building in the future (something that is of great interest to both Nobles County and the City of Worthington).
4. Staff finds that with changes of zone and other land use requests, the surrounding zoning and

land uses should be considered to reduce future land use conflicts. The surrounding zoning and land uses are as follows:

North: 'TZ' Transition Zone is located northeast, directly north is outside of city limits. A warehouse and one single-family home are located on the north side of Airport Road.

South: 'TZ' Transition Zone with later changes to a PUD with commercial development.

East: 'TZ' Transition Zone. The Airport is located directly east.

West: 'R-1' Single-Family Detached Residential. Single-family homes are located to the west.

5. With any land use decision, staff finds it prudent to consider a property's stated future land use as established by the City's Comprehensive Plan. The City's Comprehensive Plan identifies the subject property as public/semi-public. The current use of the property fits this goal.

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

**FIRST READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM "R-2" (SINGLE FAMILY, LOW DENSITY RESIDENTIAL DISTRICT) TO "R-4" (MEDIUM DENSITY RESIDENTIAL DISTRICT)**

Mr. Selof said staff is considering a change of zone for property located along the north and south side of Cecilee Street from 'R-2' Single Family, Low Density Preservation Residential to 'R-4' Medium Density Residential. The area included in this request encompasses only the newer addition to the street. If approved, this may allow two-family units on certain lots. The legal description of the subject property under consideration is as follows:

*Lots 3 through 10, Block 2, and lots 2 through 7, Block 3, Cecilee Addition, City of Worthington, Nobles County, Minnesota.*

The City Planning Commission voted 5-1 to recommend approval of the requested change of zone at its May 2, 2023 meeting.

Their recommendation was based on the following:

1. The subject properties are currently zoned 'R-2' Single Family, Low Density District. As such, they are currently subject to the following regulations:

Minimum Front Setback: 20 Feet.

Minimum Rear Setback: 20 Feet.

Minimum Side Setback: 8 Feet.

There are also lot coverage requirements, height restrictions, and other requirements that are generally consistent across residential zoning districts.

2. The 'R-2' district primarily permits single-family homes but may permit two family dwellings or larger if the lot meets the size requirements. In the 'R-2' district a lot must be a minimum of 11,000 square feet for a two-family dwelling.

Mr. Selof said staff has received a request to construct a two-family dwelling (duplex) on a lot that is 10,368 square feet. Presently, the request must be denied. To construct a duplex there are two options, 1) obtain a variance or, 2) get a change of zone approved. Staff supports the idea of a change of zone and believes it is in the best interest of the City.

3. In 2021, a change of zone was approved for the two corner lots on Cecilee/Grand from 'R-2' to 'R-4' Medium Density Residential in order to allow for duplexes to be built. Staff is now proposing to extend that 'R-4' district.

4. The 'R-4' District carries the following requirements:

Minimum Front Setback: 15 Feet.

Minimum Rear Setback: 20 Feet.

Minimum Side Setback: 10 (a variable side setback is allowed for lots less than 100 feet wide – for most of these lots that brings the setback down to 9 feet on either side).

Minimum required lot size for two-family: 9,000 Square Feet.

He said staff is proposing to maintain Lot 1, Block 4 as 'R-2' on the south side of Cecilee. This provides the future street right-of-way as a break point between the two zoning districts.

The existing homes on the older part of Cecilee are generally built approximately at the 20-foot front setback. This will leave some potential for a little variation in front setbacks where the two zoning districts would intersect. However, the setbacks are just the minimum requirements; there could end up being some variation regardless of whether it's all consistent zoning or not.

5. Staff finds that with changes of zone and other land use requests, the surrounding zoning and land uses should be considered to reduce future land use conflicts. The surrounding zoning and land uses are as follows:

North: 'R-4' Medium Density Residential and 'B-3' General Business District. Empty land and a movie are located to the north.

South: 'R-4' Medium Density Residential. Empty Land is located to the south.

East: 'R-2' Single Family, Low Density Residential. Single-family homes are located to the east.

West: 'R-4' Medium Density and 'R-2' Single Family, Low Density. Empty land and single-family homes are located to the west.

6. With any land use decision, Staff finds it prudent to consider a property's stated future land use as established by the City's Comprehensive Plan. The City's Comprehensive Plan identifies the subject property as medium density residential.

As proposed, the change of zone would be in line with the goals of the Comprehensive Plan.

Council Member Ernst asked if this change was needed to move forward so a duplex can be built. Mr. Selof said the "R-4" district would be the classification that would allow it.

A motion was made by Council Member Cummings, seconded by Council Member Kolpin and unanimously carried to give a first reading to the proposed ordinance.

### **COUNCIL COMMITTEE REPORTS**

Mayor Von Holdt - No report.

Council Member Janssen - No report.

Council Member Ernst - No report.

Council Member Kielblock - Said there will be meetings scheduled for discussion on the Comprehensive Plan.

Council Member Kolpin - Attended a Childcare Task Force meeting, two different grants have been secured.

Council Member Cummings - Toured Water World, the plastering is being completed and the pool will be filled starting Friday and passes are now available. Looking to schedule a membership mixer at the new facility.

### **CITY ADMINISTRATOR REPORT**

Mr. Robinson said staff has been successful in hiring an Assistant City Engineer and they will be starting on June 5<sup>th</sup>.

Todd Wietzema, Public Works Director, said Ash Borer has been found in Olson park. The tree has been removed. Approximately 150 Ash trees will be removed per year over the next few years. New trees in ten different varieties are being planted to replace the Ash trees.

### **ADJOURNMENT**

The motion was made by Council Member Kolpin, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 6:14 p.m.

**MINUTES OF THE PRAIRIE JUSTICE CENTER JOINT OPERATIONS COMMITTEE**  
**May 10, 2023 – PRAIRIE JUSTICE CENTER**

**PRESENT:**     City of Worthington - Troy Appel, Steve Robinson, Chad Cummings, Alaina Kolpin  
                   Nobles County – Ryan Kruger, Chris Dybevick, Bob Paplow  
                   At Large – Antonio Colindres

Chair Alaina Kolpin asked for a motion to approve the agenda. Chad Cummings made a motion to approve the agenda. Bob Paplow seconded the motion. The motion carried.

After reviewing the minutes of the March 2, 2023 meeting, Steve Robinson made a motion to approve the minutes. Chad seconded the motion. The motion carried.

**New Business**

- **NONE**

**Old Business**

- **Impounded Vehicle Storage**
  - Building quotes from Morton Buildings, Inc., and a rough quote for Site Prep Work from Aaron Holmbeck, Nobles County Public Works were handed out.
  - Bob made comments that the two building quotes are with material, tax, and labor. Quotes do not include floor, electrical, or fittings.
    - **60'x80'** - \$107,103
    - **60'x120'** - \$139,66
  - Steve stated that the floor couldn't be crushed concrete. It must be bituminous or solid concrete. Also, building needs to stay under 12,000 square feet so no sprinkler system is needed.
  - Bob recommended the 60'x80' building with the option to build more in the future. He felt the commissioners wouldn't vote for a building if the price is too high.
  - Troy Appel stated that initially the discussion was for a 10,000 square foot building for around \$2 million. The cost of these buildings is considerably less. Troy suggested the bigger building as the smaller would get filled quickly.
  - Chris Dybevick said that PJC Maintenance needs storage space also. The 60'x120' building would be a better sell to the county board if Maintenance was included.
  - Chad stated the cost of building is continuing to go up. He doesn't know of any opposition by city council and he wants to finally move forward.
  - Alaina stated that there is a cost savings by not needing to purchase the land, so the 60'x120' building is attainable.
  - Steve recommended that we need actual numbers that include building, concrete, electrical and fencing before we move forward.
  - Bruce Heitkamp (absent) was getting a fence quote from Bill Boltjes that was not available for this meeting.
  - Steve will get a 4-5 inch thick floor slab quote.

- Chad will contact Scott Oberloh for an electrical quote with basic lighting, outlets and exit lights. He will also contact Brian Boltjes on a fence quote.
- A meeting will be scheduled when all quote information is available.
- **Parking Lot Options** – No information available
- **2023 Regular Meeting Dates**      August 9, 2023, 1:00 p.m.  
November 8, 2023, 1:00 p.m

Bob made a motion to adjourn the meeting. Chad seconded the motion. The motion passed.

#### **Action Items**

- Steve to get a 4-5 inch thick floor slab quote.
- Chad to contact Scott Oberloh for an electrical quote.
- Bruce was getting a fence quote from Bill Boltjes. Chad will also talk to Brian Boltjes.

**ECONOMIC DEVELOPMENT AUTHORITY MEETING  
CITY HALL COUNCIL CHAMBERS  
MAY 8, 2023**

The Economic Development Authority meeting was called to order at 5:15 p.m., by Chairman Rick Von Holdt with the following members present: Chris Kielblock, Larry Janssen, Alaina Kolpin, and Chad Cummings. Randy Thompson (excused).

Staff present: Steve Robinson, City Administrator; Matt Selof, Community Development Director; Todd Wietzema, Public Works Director; Mindy Eggers, Secretary to the Authority.

Others Present: Ryan McGaughey, Radio Works.

**AGENDA ADDITIONS/CHANGES AND CLOSURE**

A motion was made by Chris Kielblock, seconded by Chad Cummings and unanimously carried to approve the agenda as presented.

**APPROVAL OF MINUTES**

The motion was made by Chris Kielblock, seconded by Alaina Kolpin and unanimously carried to approve the minutes of March 27, 2023.

**CHECK PRESENTATION - RURAL INITIATIVE COMMUNITY AWARD  
PRESENTATION - DAKOTA BUSINESS FINANCE**

Lisa Moeller of Dakota Business Finance, presented a check for \$500 to the Economic Development Authority for second place as part of the organization's Rural Initiative Community Awards program. The award was in recognition of a loan that was coordinated between Dakota Business Finance and Brad Meester of First State Bank Southwest to ABRA of Worthington for total financing of \$356,000.

**ADJOURNMENT**

The motion was made by Amy Ernst, seconded by Alaina Kolpin and unanimously carried to adjourn the meeting at 5:20 p.m.

Mindy Eggers, CMC  
Secretary to the Authority

# **LEC Joint Powers Committee**

## **Journal of Votes**

May 10, 2023

**REGULAR BOARD MEETING**  
**PJC Training Room**  
**1530 Airport Rd**  
**Worthington MN 56187**

<b>DATE</b>	<b>ITEM VOTED ON</b>	<b>VOTES</b>
3-2-23	Approval of Agenda 1 <sup>st</sup> – Chad Cummings 2 <sup>nd</sup> – Bob Paplow	Unanimous
	Approval of Minutes 1 <sup>st</sup> – Steve Robinson 2 <sup>nd</sup> – Chad Cummings	Unanimous
	Adjourn Meeting 1 <sup>st</sup> – Bob Paplow 2 <sup>nd</sup> – Chad Cummings	Unanimous



## Minutes of the April 19<sup>th</sup>, 2023 HLWD Board Meeting

### Present

- Board of Managers: Wayne Rasche, Jason Freking, Mark Bartosh, Cory Reith, Randy Lubben.
- HLWD Staff: Loretta Halbur, Davis Harder
- Smith Partners (virtual): Louis Smith, Chuck Holtman
- Hoff Barry (virtual): Shelley Ryan
- Jackson County: Kelly Rasche, Kevin Nordquist and Dave Macek (virtual)
- ISG (virtual): Jacob Rischmiller, Chuck Brandel
- Public: See Sign-In Sheet      Virtual: Brenda Keiser, Michael Hennen, Rockney Atz, Tony Thompson, Jean Christoffels, 2 Unidentified

## JD 14 – 2022 Repairs Acceptance Hearing

### Agenda

President Rasche called the meeting to order at 8:00am. Motion to approve the agenda made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.

### Welcome

President Rasche welcomed the public and introduced the Board of Managers, HLWD Staff, HLWD legal counsel, project engineers. There were no DNR or BWSR representatives present. President Rasche reviewed the housekeeping rules for a fair and civil process.

### Purpose of Acceptance Hearing

Chuck Holtman, HLWD legal counsel, reviewed the purpose of the acceptance hearing. He provided a brief history of the project, noting that the original contract was with Dirt Proz LLC, but that Dirt Proz did not complete the work, and was terminated by the District. The subject of the present hearing is the contract with Noomen Excavation LLC, which the District retained to perform corrective work from the Dirt Proz contract and otherwise complete the work. He noted that ordinarily the acceptance hearing also serves to complete project matters including defining the drainage system, project accounting and final adjustment of assessments by supplemental lien. Because of the circumstances of this project, the hearing and Board action today is solely to authorize final payment on the Noomen contract, though the finding that Noomen has properly completed the work also will mean that the project work is completed. Once the Board authorizes final payment to Noomen, the District will submit a claim on the Dirt Proz bond. When the bond claim is resolved, the District will be in a position to formally close out the project, including final accounting and adjustment of assessments. Mr. Holtman noted the proposed findings and order in the meeting packet and made available to the managers in advance of the meeting.

### Record of Notice Requirements

Loretta Halbur, HLWD Office Manager, stated that the District received the engineer's report and final pay request on March 31, 2023. She confirmed with the Jackson County Auditor-Treasurer the ability to process final payment shortly after. Hearing notices were mailed to the affected parties on April 4, 2023 and a signed affidavit of mailing is found in the District files. The notice was published in the Tri-County News once in its April 12, 2023 edition.

### Presentation by Engineer

Chuck Brandel and Jacob Rischmiller, ISG, were present to review the engineer's report. They stated there would be a landowner informational meeting on April 27<sup>th</sup> at 1:00pm in the Heron Lake Community Center to discuss the overall improvement project. Today's presentation focused solely on the work done by Noomen Excavating under the 2022 Repairs contract. They confirmed the work was completed to satisfaction and all closeout requirements met, and recommended the HLWD Board accept the contract.

### Public Comment and Questions on Engineer's Report

**President Rasche** opened the floor to public comments by asking if additional damages, if found by the Board of Managers, would be paid to landowners for work done in 2021 by Dirt Proz and 2022 by Noomen Excavating.

**Brandel** – Yes, there would be additional damages because both years were subject to crop damages.

Brandel stated there would be some spot cleaning and resloping in the open ditch along the Burmeister property due to some erosion.

**Mike Rossow** – Stated he was satisfied with Noomen’s work. He was curious about the amount the District would be requesting in the claim to the bonding company.

Brandel – That can be discussed at the landowner meeting next week

**Phil Kruger** – Questions about the responsibility of warranty work since there were two contractors

Brandel – Noomen would be responsible only for the work they completed.

**Dave Macek, Jackson County** – Had questions about a cross connect from Rossow to Buresch’s and if it would still be part of the system?

Brandel – Not approving that today, but will present a recommendation on that in the future.

**Mike Rossow** – Had questions about ISG’s televising procedures and if the system will be televised again?

Brandel – ISG standard is to run the camera through again. The last run of JD 14 was in fall 2022. If there is an issue, they can televise again, but this system has been televised three times. ISG tries to camera tile systems within 30-60 days of installation. Suggested that the system could be televised again closer to the end of the warranty period. Fall is best time to do it.

Manager Bartosh – was favorable to televising again

There was no further discussion or questions.

#### **Discussion and Action by the Board**

President Rasche asked the Managers if they had any further questions or discussion items for the engineer, District staff, county staff, or legal counsel. There were none. **Motion to adopt the proposed Findings of Fact and Order Accepting Noomen Excavation LLC Contract made by Manager Rasche. Seconded by Manager Lubben.** Chuck Holtman noted that the final document would indicate that no concerns about Noomen’s contract performance had been offered. President Rasche called for a vote; **Vote 5-0. Motion passed.**

Motion to close the JD 14 2022 Repairs Acceptance Hearing made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed. Hearing closed at 8:31am.

## Project 2 – Continuation of the FER Hearing

### **Agenda**

President Rasche called the hearing to order at 8:32am. Motion to approve the agenda made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.

### **Welcome and Purpose of Hearing**

President Rasche welcomed the public and introduced the Board of Managers, HLWD Staff, HLWD legal counsel, project engineers. There were no DNR or BWSR representatives present. President Rasche reviewed the housekeeping rules for a fair and civil process. He stated the purpose of the continued final hearing is hear from the petitioners on the status of their potential private drainage agreement and take action on the proposed project.

### **Viewer's Report**

Ron Ringquist and Dan Ruby were present to confirm the benefits, damages, and net benefits associated with the public improvement project and field questions from the public.

### **Petitioner's Update and Public Comment Period**

Kent Freking, petitioner, stated the public improvement petition will be dropped. The affected landowners reached a verbal agreement to complete the project privately.

### **Action by the Board**

**Motion to accept the petitioner's withdrawal of the project and prepare necessary documents by the next meeting, made by Manager Bartosh. Seconded by Manager Rasche. Vote 4-0, Manager Freking abstained.**

**Motion to continue the hearing to review necessary documents to Wednesday, May 17<sup>th</sup> at 8:00am or soon thereafter made by Manager Rasche. Seconded by Manager Lubben. Vote 5-0. Motion Passed.**

### **Continuance**

Motion to adjourn the Project 2 Continued FER Hearing made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.

## Project 4 and Project 84-4A – Consolidation Hearing

### Agenda

President Rasche called the hearing to order at 8:40am. Motion to approve the agenda made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.

### Welcome

President Rasche welcomed the public and introduced the Board of Managers, HLWD Staff, HLWD legal counsel, project engineers. There were no DNR or BWSR representatives present. President Rasche reviewed the housekeeping rules for a fair and civil process.

### Purpose of Hearing

Louis Smith, HLWD legal counsel, stated the purpose of the hearing. Under MS 103E.801, drainage code provides drainage authorities a process to consolidate drainage systems if it consistent wit the redetermination of the benefitted areas, provides for efficient administration of the drainage systems, and would be fair and equitable for the affected landowners.

### Record of Notice Requirements

Loretta Halbur, HLWD staff, stated that hearing notices were mailed and published per statutory requirements.

### History of Systems and Recent Discussions

Loretta Halbur, HLWD staff, provided a brief history of the two systems and recent landowner discussions in regard to consolidation. The systems were managed differently at the County and District and a Reestablishment of Records proceedings were initiated after the 2017 Redetermination of Benefits were approved. The ROR's were completed in 2022. After the ROR proceedings, there were two landowner meetings to discuss the status of ditch funds and a path forward. Based on two hand votes with most of the affected landowners present, the landowners agreed to consolidation.

### Status of Ditch Funds

Kelly Rasche, Jackson County Drainage Coordinator, provided an update on the status of ditch funds. There are no updated numbers from January 17 due to lack of activity. Final numbers would be established in the future if consolidation decision made today. She recommended giving landowners three (3) years to pay off the individual system's debts.

### Public Comment and Questions

**Kevin Leopold** – Asked for clarification of the accounting for the two systems.

**K. Rasche** – Previous expenses that were paid by Project 4 for Project 84-4A maintenance and repairs will get transferred to the Project 84-4A account. She recommended that the Board set a deadline to pay off the individual system's debts (~3 years). Most landowners would see two systems listed on their property taxes - the individual system and the consolidated system – for the next few years. After the deadline, then landowners would only see the consolidated system.

**Gene Freking** – Would payoff be done in a lump sum or through the tax rolls?

**K. Rasche** – You would pay through your property taxes. Current interest rates are around 4%. Landowners can pay in a lump sum or pay over time through taxes. Typically, the County sends estimated payment letters towards the end of the year to provide the lump sum payment opportunity for landowners.

**Chuck Brandel** – ISG has a draft of a combined Reestablishment of Records report, does it need to be accepted today? ISG just needs to sign it and include the new name.

**L. Smith** – It would be included in the Findings and Order.

**L. Smith** – Does any work need to be done on the Redetermination of Benefits?

**Halbur** – Ron Ringquist stated that the 2017 ROB's were done with consolidation in mind. It would be a "tabletop ROB" and would not take long at all. There is a \$300,000 outlet fee that would need to be redistributed.

**Steve Freking** – Could you explain the outlet fee? Wasn't it paid at the time of construction?

**Brandel** – Project 84-4A pays a certain percentage into Project 4, like a landowner, for using Project 4 as an outlet. If the systems are consolidated, that outlet fee would go away. That percentage would be redistributed amongst the rest of the landowners and would go up slightly.

**L. Smith** – We can prepare the make the Findings and Order with the understanding the tabletop ROB is needed. Recommended that the hearing is continued to the May meeting and vote on resolution.

Motion to close public comment period made by Rasche. Seconded by Freking. Vote 5-0. Motion passed.

### Action by Board of Managers

#### **Findings**

- **Motion** that based upon the evidence, the Board of Managers find that consolidation of the Project 4 and Project 84/4A drainage systems is consistent with the redetermination of the benefited areas of the drainage systems made by Rasche. Seconded by Freking. Vote 5-0. Motion passed.
- **Motion** that based upon the evidence, the Board find that consolidation of the Project 4 and Project 84/4A drainage systems would provide for the efficient administration of the drainage systems made by Rasche. Seconded by Lubben. Vote 5-0. Motion passed.
- **Motion** that based upon the evidence, the Board find that consolidation of the Project 4 and Project 84/4A drainage systems would be fair and equitable made by Rasche. Seconded by Reith. Vote 5-0. Motion passed.
- **Motion** that based upon the evidence, the Board find that the expenses to date for the Project 4 and Project 84/4A drainage systems be adjusted as recommended in this hearing by the Jackson County Auditor made by Rasche. Seconded by Freking. Vote 5-0. Motion passed.

#### **Order**

- **Motion** that based upon these findings, the Board issue its order consolidating the Project 4 and Project 84/4A drainage systems, such order to provide that the consolidation of the two drainage systems does not release property from a drainage lien or assessment filed for costs incurred on account of a drainage system before the date of the order made by Rasche. Seconded by Freking. Vote 5-0. Motion passed.
- **Motion** to have the 2022 Reestablishment of Records Reports combined made by Rasche. Seconded by Lubben. Vote 5-0. Motion passed
- **Motion** to name the consolidated system to "Project 4-4A" made by Rasche. Seconded by Reith. Vote 5-0. Motion passed.
- **Motion** to appoint Ron Ringquist to complete the necessary accounting adjustments to the 2017 ROB's made by Rasche. Seconded by Bartosh. Vote 5-0. Motion passed.
- **Motion** that legal counsel for the HLWD shall draft the board's Findings and Order for the Consolidation of the Project 4 and Project 84/4A drainage systems as here adopted and for consideration at the May 17<sup>th</sup> meeting made by Rasche. Seconded by Bartosh. Vote 5-0. Motion passed.

The Board directed HLWD staff to contact Ron Ringquist about the tabletop ROB.

### Continuance

Motion to continue the hearing to May 17<sup>th</sup> at 8:00am or soon thereafter made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.

## Regular Meeting

### Minutes

Motion to approve March 15 regular meeting minutes, with recommended changes, made by Lubben. Seconded by [REDACTED]. Vote 5-0. Motion passed.

Motion to approve the April 7, 2023 Project FER Hearing minutes, made by Reith. Seconded by Lubben. Vote 5-0. Motion passed

### Public Drainage Systems

- Invoices to Jackson County
  - Discussion on the \$11,129.48 invoice from Tim Baumann, associated with JD 14 construction. ISG reviewed the expenses listed and found that ~\$5,500 would be covered under typical Damages payments and could be removed. Clarification was needed on two dates.
  - Manager Bartosh made a motion to approve Baumann invoice, contingent on clarification of several line items, removal of the “4-28-2022: extra chisel plowing for 10 acres @\$19.00/ac.” There was further discussion if Baumann’s work fell within the scope of the project and timeline with Dirt Proz. Manager Bartosh withdrew his motion. Approval of drainage invoices was tabled until Baumann could clarify the pending questions.
- JD 3
  - ISG ran the modeling scenarios and needed to further review the information. Chuck Brandel and Jacob Rischmiller will be meeting with Northwater and 2 Board members on 4-21-23 to discuss plan of action and the modeling scenarios. They recommended hosting a landowner meeting after planting due to no plans for construction this spring and the potential Northwater preliminary report.
    - Lloyd Kalfs asked if they could provide any insight on the concept modeling. Rischmiller responded that they haven’t finalized the report yet. Brandel stated that they would like to meet with the DNR again, as well as get landowner opinions on how to move forward.
  - Dirt Merchants have the culvert and rip-rap work completed. The sanctioned outlet work and bench area work needs to be done yet.
  - The DNR offered to have their staff give a presentation to the Board on calcareous fens at a future meeting. The Managers discussed options and settled on having them present at the June regular meeting. Board directed staff to reach out to the DNR and work on scheduling, etc.
  - The petitioner’s bond is currently at \$1.1 million, which does not cover current expenses, minus construction. The bond is about \$482,000 short, according to Jackson County. Louis Smith, HLWD legal counsel, reached out to the petitioner’s attorney, Bruce Sellers, and they were in a greement that the bond should remain in place and be raised because only 11% of the project is constructed. **Motion to increase the petitioner’s bond by \$500,000 made by Rasche. Seconded by Lubben. Vote 5-0. Motion passed.**
  - Harvey Kruger was present to request an ROB on his 80 acres in E ½ SW ¼ in Hunter township. Since the ROB was approved he found that there were differences in how the ground was classified. Viewer’s found 9 acres of wetland, NRCS had 42 acres, MLT had 53 +/- acres, DNR had 50 +/- acres of native grasses and prairie. County assessors had 42 acres listed as wasteland – 17+/- acres of pasture, with the remainder being farmland or road/ditch. He would like a different viewer review it or have the assigned Viewer visit the property again to discuss the classifications.
    - Manager Rasche – Are any of those acres “farmable wetland?” Kruger stated yes but the tile would only be 2 feet deep because of NRCS boundary restrictions.
    - Manager Rasche – was any of the ground farmed at one time? Kruger provided aerial photos at least to 1938 and there was no farming on the ground labeled as wetland or prairie. He stated that he feels forced to “turn it black”, make a mess, then do something like turn it into a restorable wetland.

- Manager Bartosh – acknowledged the research Kruger did in the past 12-18 months to create a more complete picture. Asked if the Viewer’s ever visited to reach an agreement. Kruger stated he asked several times but they did not come out to walk the ground. So he went through the statutory appeal process.
- Chuck Brandel offered the idea of sending all the documents Kruger collected to H2OViewers and request a follow-up.
- Based on the information presented, the Board asked Mr. Kruger to write a cover letter and directed HLWD staff to contact H2OViewers to review the documentation and walk the property.
- Lloyd Kalfs presented a map of restorable wetlands on JD 3 and Davis Harder, HLWD conservation Technician reviewed the data. JD 3 has more storage options compared to other areas of the watershed. Kalfs asked the Board to consider promoting wetland and prairie restoration in relation to the project.
  - Chuck Brandel reviewed the Multipurpose Drainage Management Plan associated with the JD 3 FER and stated that at landowner meetings prior to FER approval, there were several landowners interested in converting low areas to storage pieces.
  - Manager Rasche asked Harder if restoring the wetlands could be completed under the Lessard-Sams grant. Harder responded that the grant is running out of time (Purchase Agreements should be in place by June 30, 2023). These would be good pieces for CREP or RIM too. Halbur asked if these kinds of projects would be acceptable under the Des Moines River CWMP? The answer from Board and engineer’s was yes.
- Drainage Invoices
  - Tim Baumann responded to the clarification questions during the JD 3 discussion. After further discussion, **motion to approve reimbursement of \$5,159.48 to Tim Baumann for construction expenses originally to be completed by Dirt Proz, made by Bartosh. Seconded by Freking. Vote 5-0. Motion passed.**
  - Discussion on JD 3 ISG invoices. Some expenses could be attributed to the Northwater proceedings. The Board as ISG to keep the Northwater work separate for HLWD to pay. Jackson County would continued to directly pay for the other JD 3 expenses.
  - **Motion to approve the remaining drainage invoices made by Freking. Seconded by Lubben. Vote 5-0. Motion passed.**

#### District Business

- Horn and DNR Property Transfer
  - Louis Smith provided an update on the Horn Property/DNR Dam Transfer. There will be ~\$10,000 of surveying and legal costs associated with separating the dam property from the rest of the parcel. He expected to have something for Board approval ready at the May meeting. After further discussion, the Board directed Smith to try and have the Horn’s cover the extra surveying/legal costs.

There was a brief recess at 10:40am.

- Septic Loan Application
  - Motion to approve A. Hass septic system replacement loan application made by [REDACTED]. Seconded by [REDACTED]. Vote 5-0. Motion passed.
- MAWD Membership
  - Motion to not join Minnesota Watersheds (formerly MAWD) made by Lubben. Seconded by Bartosh. Vote 5-0. Motion passed.
- Heron Lake Conservation Discussion – Lloyd Kalfs



- Lloyd Kalfs presented his ideas to promote and protect Heron Lake through conservation efforts. He discussed restarting the water sampling/monitoring program, hiring a watershed technician, and applying for more grant funding.
  - Water Sampling and Monitoring
    - Jim Eigenberg, advisory committee member, supported Kalfs' statements on water sampling/monitoring and creating more public attention to the data.
    - Mona Henkels, advisory committee member, also supported Kalfs' statements and stated that data helps maintain and support the work the district is doing and can do.
    - Manager Rasche mentioned that the DNR does some sampling, but not other places. Believes they should do it everywhere. Kalfs offered that the DNR may have had some personnel issues and HLWD always had a technician to do far more detailed work. The MPCA and MDA also do their own separate sampling and monitoring.
- Manager Bartosh acknowledged Kalfs' tenaciousness in bringing this to the Board's attention. He explained that the District lost staff in 2021, so the Managers themselves had to divide and conquer to keep things afloat. One program that was not continued in that time was the water sampling due to staffing shortages and it cost the District ~\$12,000 just with the contract with the DNR. The District was one of two organizations the DNR contracted to do the work.
- Bartosh continued by providing insight on the decision-making process for the Board on personnel. The current cost-share program helps prevent doubling of staff and work being done throughout the counties and district. It helps rebuild relationships with partners. The 1W1P has it's own scoring system and process that may help matters upstream as well. Bartosh reviewed the HLACP and Lessard-Sams grant timeline and reiterated that time is running out to do work associated with that grant.
- Phil Kruger, advisory committee member, offered his opinion that the indirect impact of the data gathered over the years helped get the JD 3 grants and get more storage done on the project, which helps reduce flooding downstream in Windom or Jackson.

#### **Treasurer's Report**

- Motion to approve treasurer's report and bill payment made by Bartosh. Seconded by Lubben. Vote 5-0. Motion passed.
- Discussion on the updated Certificate of Deposit rates for the maturing Conservation CD at Currie State Bank.
  - Motion to move Conservation CD from Currie State Bank to Security State Bank for a 12-month term at 4.26%, made by Lubben. Seconded by Reith. Vote 5-0. Motion passed.

#### **Closed Session**

Motion to move into closed session to discuss litigation strategy for CD 3, made by Freking. Seconded by Lubben. Vote 5-0. Motion passed. Moved into closed session at 11:40am.

Motion to move from closed session to open session, made by Freking. Seconded by Lubben. Vote 5-0. Motion passed.

#### **Adjourn**

Motion to adjourn made by Reith. Seconded by Lubben. Vote 5-0. Motion passed.  
Meeting adjourned at 11:50am.

Respectfully submitted,  
Cory Reith  
Board Secretary



**CROSS CULTURAL ADVISORY COMMITTEE****MINUTES****7:00 p.m. – Tuesday, April 18, 2023****City Hall Council Chambers****Present: Cristina, Scott, Nicole, Citlali, Amy, Paul, Jesse, Edgar, Abera, McNay****Not Present: Steve**

- **Call to Order**
  - Meeting called to order at 7:03
- **Agenda – Additions/Changes and Closure**
  - M/S. Amy, Jesse
- **Approval of Minutes (March 2023 Meeting)**
  - M/S. Amy, Edgar
- **Review CCAC Purpose statement:**
  - “The CCAC serves the City Council as a bridge between the City of Worthington leadership and the broader community through facilitating cross-cultural communication and education opportunities. The committee advises the City Council on their community engagement practices and provide recommendations on cross cultural, and culturally competent community outreach and communication to and from our ethnically diverse community members of Worthington. Through the assistance of the CCAC the City of Worthington seeks to serve its entire community well.”
    - ~ Discussed our CCAC Purpose
    - ~ To be read Every Month
- **\$50,000 - Blandin Boost Grant**
  - **Intern Search Team Next Steps (Steve R)**
  - **(Position is still open)**
    - **Approve Angie Hurtado**
      - M/S. Paul, Jesse
      - Angie will start in June
    - **Define Tasks and plan for supervision**
      - Cristina will be Angie’s supervisor
      - \*\*
  - **Cultural Competency Training: Review updated Proposal**
    - Discussion of Proposal
    - We are moving forward with listen to lead proposal (Time frame to be figured out, start training in December)
    - M/S. Paul, Jesse
- **Worthington ISD 518 – Concerts at Memorial Auditorium**
  - Brule Concert explained by Paul
- **International Festival Planning**
  - Identify Taskforce: Paul, Edgar, Abera
- **City Council Updates – Amy and Steve**
  - Discussion of information regarding Property taxes/ Value
- **CCAC Branding & Marketing (Logo, t-shirts, banner, etc.)**
  - Marketing plan - Paul

- (Not discussed)
- **Plan Community Conversations (Indian Lake Karen church, CCW, St Mary's)**
  - Review March 26<sup>th</sup> visit with Pastor Samuel at CCW
    - Discussion of the visit
    - Next time inform congregation ahead of time
    - Plan with St.Mary's, Indian Lake Church, etc.
  - Schedule another community lunch
    - City Department Heads - Set lunch in May (11th or 12th)
    - Cultural Leaders in the Community
- **Identifying student representative to replace Citlali**
  - Briefly discussed
  - Look for a replacement
- **Adjournment (8:30pm) -**  
**Meeting adjourned at 8:41, M/S. Paul, Amy**

## CITY OF WORTHINGTON, MINNESOTA

### MUNICIPAL LIQUOR STORE INCOME STATEMENT For the Period 1/1/23 Through 4/30/23 (Amounts in Dollars)

	Total 2023 Budget	APRIL		%	YTD	
		Actual	Previous Year	YTD Actual to Budget	Actual	Previous Year
Sales						
Liquor	2,190,000	166,083	174,123	28.1%	614,672	626,549
Wine	620,000	45,679	53,142	27.7%	171,732	173,938
Beer	2,430,000	191,370	186,495	27.1%	657,543	640,920
Mix/nonalcohol	89,000	6,444	6,351	24.7%	21,950	21,343
NSF charges	100	-	-	0.0%	-	-
Net Sales	5,329,100	409,576	420,111	27.5%	1,465,897	1,462,750
Cost of Goods Sold						
Liquor	1,552,500	120,225	107,061	29.0%	450,252	435,988
Beer	1,841,450	145,877	135,088	26.8%	493,345	468,350
Wine	486,450	34,024	32,752	24.8%	120,621	120,210
Soft drinks/mix	59,580	3,432	3,245	21.7%	12,922	12,029
Freight	37,000	3,287	3,287	26.0%	9,634	10,234
Total Cost of Goods Sold	3,976,980	306,845	281,433	27.3%	1,086,774	1,046,811
Gross Profit	1,352,120	102,731	138,678	28.0%	379,123	415,939
Operating Expenses						
Personnel services	533,580	43,302	43,679	28.0%	149,534	127,335
Supplies	35,300	2,205	3,010	17.8%	6,301	6,448
Other services & charges	223,658	16,825	16,305	23.3%	52,029	55,538
Interest	13,027	-	-	0.0%	-	-
Depreciation (estimated)	107,000	8,917	8,917	33.3%	35,667	35,667
Total Operating Expenses	912,565	71,249	71,911	26.7%	243,531	224,988
Operating Income (Loss)	439,555	31,482	66,767	30.8%	135,592	190,951
Non-Operating Revenues (Expenses)						
Interest earnings **	4,500	375	375	33.3%	1,500	1,500
Other non-operating	-	-	-	-	-	-
Sale of fixed asset	-	-	-	-	-	-
Loss on fixed asset	-	-	-	-	-	-
Total Non-Operating Revenue (Expense)	4,500	375	375	33.3%	1,500	1,500
Net Income (Loss) b/Operating Transfers	444,055	31,857	67,142	30.9%	137,092	192,451
Operating Transfers-In	-	-	-	-	-	-
Operating Transfers-Out	(275,000)	(22,917)	(22,917)	33.3%	(91,668)	(91,668)
Net Income (Loss)	169,055	8,940	44,225	N/A	45,424	100,783

\*\* Includes four months budget

## CITY OF WORTHINGTON, MINNESOTA

OLSON PARK CAMPGROUND  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/23 Through 4/30/23  
(Amounts in Dollars)

	Total Current Year Budget	April Actual	YTD	
			Actual	Previous Year
Revenues				
Park fees-daily taxable	90,000	8,189	32,217	30,093
Park fees-other (fire wood, pop & ice)	1,500	-	-	-
Total Revenues	91,500	8,189	32,217	30,093
Expenditures				
Personnel services				
Full-time employees	4,795	-	-	-
Part-time employees	18,123	-	-	-
PERA contributions	1,081	-	-	-
FICA/medicare	1,753	-	-	-
Misc. employer paid insurance	1,283	-	-	-
Workmen's comp.-ins. premium	895	280	280	187
Supplies				
Misc. office supplies	600	-	-	-
Cleaning supplies	2,500	1,500	1,500	1,855
Misc. operating supplies	1,500	-	-	120
Building repair supplies	5,000	208	208	192
Misc. repair & maint supplies	3,500	-	-	245
Concessions	500	-	-	-
Other services and charges				
Misc. professional services	5,000	1,136	1,274	1,291
Telephone	650	-	192	181
Misc advertising	3,000	-	-	-
General liability insurance	2,100	-	-	609
Property insurance	3,500	-	-	949
Electric utilities	7,000	253	802	841
Water utilities	850	30	124	135
Gas utilities	2,500	270	1,023	922
Refuse disposal	3,000	-	-	-
Sewer utilities	700	25	103	97
Buildings-repair & maintenance	1,000	-	-	-
Improv other than bldg-repair & mai	1,000	-	-	-
Machinery/equipment-repair/mainten	-	-	-	-
Misc rentals	-	-	-	-
Cash short and over	-	-	-	-
Dues and subscriptions	600	-	-	-
Licenses and taxes	650	-	570	570
Capital outlay				
Improvement Misc	-	-	-	-
Total Expenditures	73,080	3,702	6,076	8,194
Excess (Deficiency) of Revenue Over Expenditures	18,420	4,487	26,141	21,899

## CITY OF WORTHINGTON, MINNESOTA

FIELD HOUSE  
STATEMENT OF REVENUES VS. EXPENDITURES  
For the Period 1/1/23 Through 4/30/23  
(Amounts in Dollars)

	Total Current Year Budget	April Actual	YTD	
			Actual	Previous Year
<b>Revenues</b>				
Field House - User fees	82,000	3,387	17,878	-
Field House - Rental fees	-	7,245	25,910	-
<b>Total Revenues</b>	<b>82,000</b>	<b>10,632</b>	<b>43,788</b>	<b>-</b>
<b>Expenditures</b>				
Personnel services				
Full-time employees	123,430	7,113	38,640	37,018
Overtime	-	-	165	-
Part-time employees	31,200	2,586	11,078	-
PERA contributions	9,257	761	2,739	2,429
FICA/medicare	11,829	992	3,514	2,462
Health insurance admin/claims	24,533	885	3,541	2,703
Life insurance	97	8	31	32
LTD insurance	835	75	303	272
HSA contribution	-	31	219	250
Health insurance-claims-TPA	-	55	555	-
Workmen's comp.-ins. premium	2,053	1,382	1,382	983
Supplies				
Office supplies	1,200	-	-	159
Cleaning supplies	1,000	688	1,292	1,083
Misc. operating supplies	1,200	2,000	2,682	54
Equipment parts	300	36	36	-
Building repair supplies	500	-	150	-
Misc. repair & maint supplies	500	-	421	-
Small tools	200	-	-	904
Equipment minor	1,000	-	-	-
Misc. equip, furniture/fixtures	300	-	627	-
Other services and charges				
Misc. professional services	2,500	600	1,328	998
Telephone	2,000	57	621	372
Postage	200	-	-	-
Travel, conferences, schools	200	-	-	-
Misc advertising	1,000	800	2,316	1,029
General liability insurance	4,200	-	-	1,233
Property insurance	4,000	-	-	278
Electric utilities	8,000	2,768	12,293	8,849
Water utilities	2,000	76	317	47
Gas utilities	8,000	847	2,387	10,141
Refuse disposal	2,000	198	593	-
Sewer utilities	600	102	421	101
Storm water utilities	1,000	166	665	522
Misc. utilities	1,000	13	53	53
Buildings-repair & maintenance	500	-	-	228
Structure repair & maintenance	1,000	-	-	-
Misc repairs & maintenance	500	149	1,700	442
Cash short and over	-	(29)	(644)	-
Dues and subscriptions	300	-	3,161	-
Licenses and taxes	2,000	-	-	-
Miscellaneous	1,000	609	1,244	15
Capital Outlay				
Bldgs & structure-misc	-	-	103,059	722,050
Machinery and equipment misc	-	-	-	48,356
Office equipment purchase	-	-	-	48,182
<b>Total Expenditures</b>	<b>251,434</b>	<b>22,968</b>	<b>196,889</b>	<b>891,245</b>
<b>Excess (Deficiency) of Revenue</b>				
<b>Over Expenditures</b>	<b>(169,434)</b>	<b>(12,336)</b>	<b>(153,101)</b>	<b>(891,245)</b>

## ADMINISTRATIVE SERVICES MEMO

**DATE: MAY 18, 2023**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

**1. APPLICATION FOR TEMPORARY ON-SALE LIQUOR LICENSE - KING TURKEY DAY, INC.**

King Turkey Day, Inc. has submitted an application for a Temporary On-Sale Liquor License (included as ***Exhibit 1*** ) for their Cornhole Tournament Event scheduled for July 15, 2023. Hours of sale would be 11:00 a.m. to 11:59 p.m. All the required paperwork, fees and insurance certificate naming the City of Worthington as additional insured have been received.

Council action is requested on the application for Temporary On-Sale Liquor License from King Turkey Day, Inc.

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

FORWARD Worthington has submitted an application for a Temporary On-Sale Liquor License (*included as Exhibit 2* ) for their 2023 Farm to Table event on Tuesday, July 18, 2023. All the required paperwork, fees and insurance certificate naming the City of Worthington as additional insured have been received.

Council action is requested on the application for Temporary On-Sale Liquor License from the FORWARD Worthington.

**3. APPLICATION TO BLOCK STREET(S) - FORWARD WORTHINGTON AGRIBUSINESS COMMITTEE**

FORWARD Worthington Agribusiness Committee has submitted an application to block the following streets from 1:00 p.m. to 10:00 p.m. on Tuesday, July 18, 2023 for their 2023 Farm to Table Event:

9th Street - between Second Avenue and Third Avenue

A map of the street closure is included as ***Exhibit 3***. Dana Oberloh has been designated as

the Safety Officer for the event. The required insurance certificate has also been received.

Council action is requested on the Application to Block Streets for the 2023 Farm to Table

4. **APPLICATION FOR PARADE PERMIT OR TO BLOCK STREETS - SOLID ROCK CHURCH**

Scott Peterson, Solid Rock Church, has submitted an application to block the following street on Sunday, June 4, 2023 from 11:30 a.m. to 12:30 p.m. for their 2023 Bike Blessing/Ride event:

South Shore Drive from Linda Lane to Veterans Memorial Park

A map of the street closure is included as *Exhibit 4*. Jay Petersen has been designated as the Safety Officer for the event. The required insurance certificate naming the City of Worthington as additional insured has been received.

Council action is requested on the Application to Block Street(s) for the Solid Rock Assembly Bike Blessing/Ride event on June 4, 2023.

5. **APPLICATION FOR EXEMPTION FROM LAWFUL GAMBLING PERMIT - ST. MARY'S CHURCH**

*Exhibit 5* is an Application for Exemption from Lawful Gambling Permit submitted by St. Mary's Church as follows:

Organization:	St. Mary's Church
CEO:	Father James Callahan
Type of Event:	Raffle
Date:	July 30, 2023
	St. Mary's Church

The application must be approved by the local governing body prior to being sent to the State for approval.

Council action is requested on the application to Conduct Off-Site Gambling for St. Mary's Church.

6. **2023-2024 ON-SALE LIQUOR, WINE, CLUB AND SUNDAY ON-SALE LICENSE RENEWALS**

The following 2023/2024 On-Sale Liquor, Club On-Sale, On-Sale Wine, and Sunday On-Sale Liquor License Renewal Applications have been received and are submitted for Council

approval:

**2023/2024 On-Sale/Sunday Liquor Licenses**

Forbidden Barrel Brewing Company, 900 Third Avenue  
Worthington Event Center, 1477 Prairie Drive  
The Tap, 107 12<sup>th</sup> Street  
The Thompson Mexican Grill, 304 Tenth Street  
Long Branch Saloon, 206 Tenth Street  
Lerma's Event Center, 703 Oxford Street  
Great Life Malaska Golf & Fitness, Worthington, 851 W. Oxford Street

**2023/2024 Club On-Sale Liquor Licenses**

VFW 3958, 1117 Second Avenue  
Worthington Eagles Club, 205 Oxford Street

**2023/2024 Wine Licenses**

Worthington Comfort Suites, 1447 Prairie Drive

**2023/2024 Brew Pub Off-Sale Beer License**

Forbidden Barrel Brewing Company, 900 Third Avenue

All the required paperwork, insurance certificates and fees have been received.

**CASE ITEMS**

**1. MEMORIAL AUDITORIUM UPDATE**

Tammy Makram, Memorial Auditorium Manager will be in attendance to give Council an end of season recap.

**2. SECOND READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM "I" (MAJOR INSTITUTION DISTRICT) TO "R-1" (SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT)**

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



ordinance to Amend Worthington City Code Title XV, to Rezone Property from "I" (Major Institution District) to "R-1" (Single Family Detached Residential District).

A complete copy of the ordinance was provided in your May 8, 2023 Council Agenda.

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

3. **SECOND READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM "TZ" (TRANSITION ZONE DISTRICT) TO "B-3" (GENERAL BUSINESS DISTRICT)**

Pursuant to published notice this is the time and date set for the second reading of a proposed ordinance to Amend Worthington City Code Title XV, to Rezone Property from "TZ" (Transition Zone District) to "B-3" (General Business District).

A complete copy of the ordinance was provided in your May 8, 2023 Council Agenda.

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

4. **SECOND READING PROPOSED ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM "R-2" (SINGLE FAMILY, LOW DENSITY RESIDENTIAL DISTRICT) TO "R-4" (MEDIUM DENSITY RESIDENTIAL DISTRICT)**

Pursuant to published notice this is the time and date set for the second reading of a proposed ordinance to Amend Worthington City Code Title XV, to Rezone Property from "R-2" (Single Family, Low Density Residential District) to "R-4" (Medium Density Residential District).

A complete copy of the ordinance was provided in your May 8, 2023 Council Agenda.

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



Minnesota Department  
Alcohol and  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
King Turkey Day Inc.		195			
Address		City	State	Zip Code	
700 2nd Avenue		Northington	MN	56187	
Name of person making application		Business phone		Home phone	
Holly Sieve		507-372-2119			
Date(s) of event		Type of organization			
July 15, 2023		<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit			
Organization officer's name		City	State	Zip Code	
Holly Sieve - President		Northington	MN	56187	
Organization officer's name		City	State	Zip Code	
			MN		
Organization officer's name		City	State	Zip Code	
			MN		
Organization officer's name		City	State	Zip Code	
			MN		

Location where permit will be used. If an outdoor area, describe.

1600 Stower Drive - Nobles County Fairgrounds

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Hub International

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
FORWARDIA Northington		May, 1939			
Address		City	State	Zip Code	
700 2nd Avenue		Northington	MN	56187	
Name of person making applicat. is		Business phone		Home phone	
Kaila Hurburt		507-372-2919			
Date(s) of event		Type of organization			
Tuesday, July 18, 2003		<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit			
Organization officer's name		City	State	Zip Code	
Dana Oberdick		Northington	MN	56187	
Organization officer's name		City	State	Zip Code	
Kaila Hurburt		Northington	MN	56187	
Organization officer's name		City	State	Zip Code	
			MN		
Organization officer's name		City	State	Zip Code	
			MN		

Location where permit will be used. If an outdoor area, describe.

9th Street, Between 2nd Ave & 3rd Ave

Rain location - Downtown Pavilion

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Nickel & Associates Insurance Agency

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERK'S NOTICE: Submit this form to Alcohol and Gambling Enforcement Division, 30 days prior to event

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)

**FORWARD Worthington- Agribusiness Committee**

**Farm to Table Event**

Block Street: Tuesday, July 18, 2023

1:00 p.m. – 10:00 p.m.

\*9<sup>th</sup> Street – Between Second and Third Avenue

## APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Karla Hurlburt (name), as representative of Agribusiness Committee of Forward Worthington organization sponsoring event) does hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is Tuesday, July 18, 2023 with the time starting at 1:00pm and ending at 10:00pm. The route of this parade or blockage of the street shall be limited to the area delineated on the attached map.

The following person, Karla Hurlburt <sup>Dana Oberloh</sup>, is designated by the requesting organization as safety officer. He/she shall monitor this activity to ensure the safety of the crowd from such hazards as traffic conflicts because of the blocking of the roadways, inspection of barricades, etc. In addition, this person shall be the contact person and shall be available during the event should the police or City officials have concerns with the safety aspects of this event. The requesting organization agrees to conduct this event in the safest possible manner. In those cases where a street or public access is blocked, it shall be done in a clearly visible condition taking into account the speed of traffic and the need to ensure visibility during the various times of the event (taking into account the need for flashers should the obstructions be in place during times of darkness). In addition, said blockades will only be in place as long as necessary. Barricades must be approved by the City of Worthington and be placed according to Uniform Traffic and Marking specifications.

The requesting organization shall provide \$ 1,000,000.00 liability insurance coverage and shall name the City as an additional insured for this event with Nickel & Associates

Insurance Company. The local agent who can confirm this coverage is Tina Nickel.  
A certificate of insurance will be provided after the permit is approved and prior to  
conducting the event. The insurance must remain in effect until after the scheduled event.

Kaila Hurlburt  
Name of Person Applying for Organization

April 10, 2023  
Date

FORWARD Worthington  
Name of Applying Organization

700 2nd Avenue  
Address of Organization

507-372-2919  
Telephone Number of Organization

Kaila Hurlburt Dana Oberich  
Name of Safety Officer

Same as above  
Address of Safety Officer

Same as above  
Telephone Number of Safety Officer

9th Street - 507-360-1313 370-0700  
Location and Telephone Number of Safety Officer  
during the event

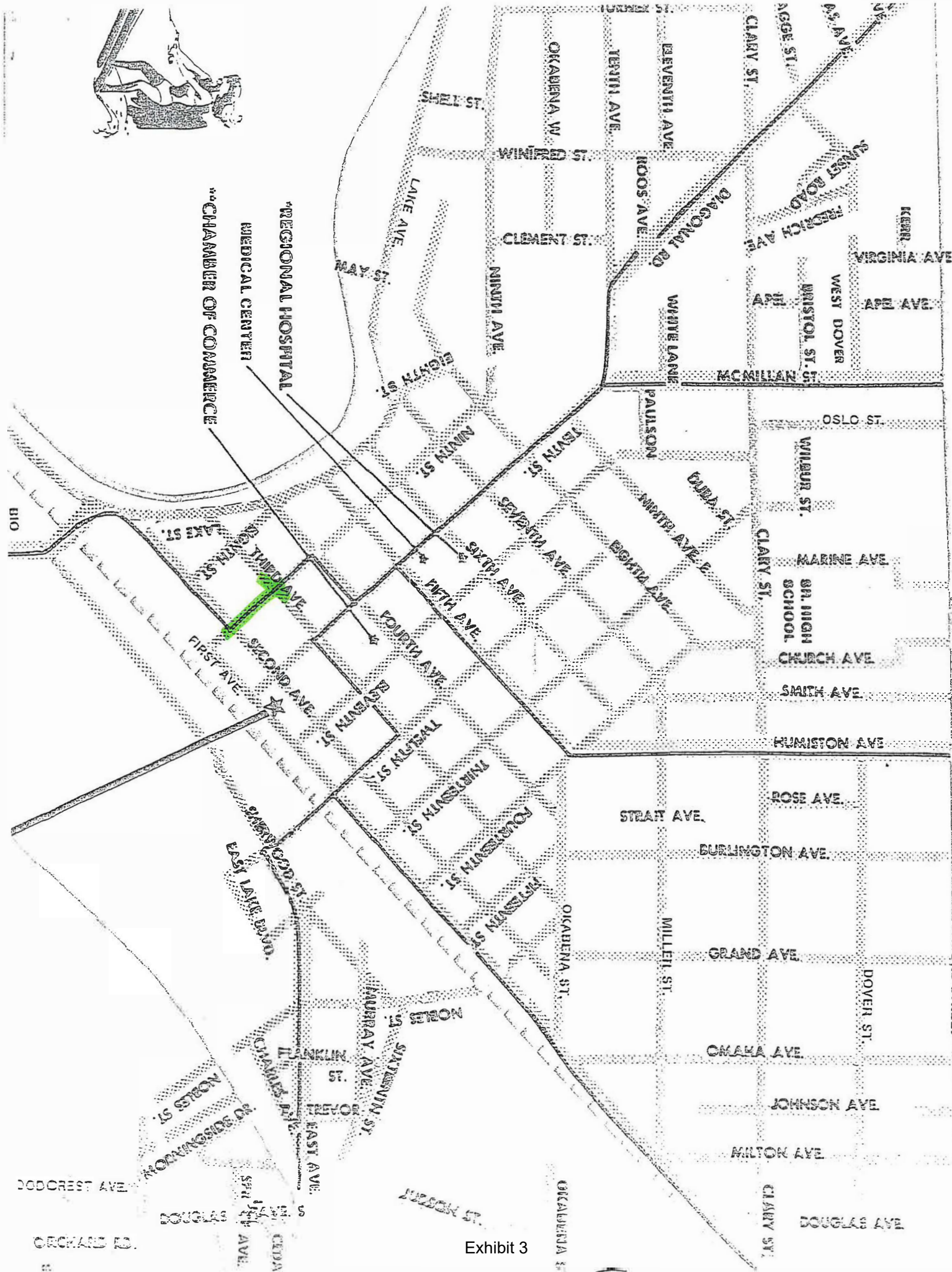
Attachments needed:

- 1) Map of delineated area
- 2) Certificate of Insurance

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

Dated: \_\_\_\_\_





2000

## APPLICATION FOR PARADE PERMIT OR TO BLOCK STREET

Scott Peterson (name), as representative of  
Solid Rock Church (organization sponsoring event) does  
hereby apply for a permit for a parade or to temporarily block a street for an event.

The date for the requested parade/event is June 4, 2023  
with the time starting at 11:30 Am and ending at 12:30 pm. The  
route of this parade or blockage of the street shall be limited to the area delineated on the  
attached map.

The following person, Jay Petersen, is designated  
by the requesting organization as safety officer. He/she shall monitor this activity to ensure  
the safety of the crowd from such hazards as traffic conflicts because of the blocking of the  
roadways, inspection of barricades, etc. In addition, this person shall be the contact person  
and shall be available during the event should the police or City officials have concerns with  
the safety aspects of this event. The requesting organization agrees to conduct this event in  
the safest possible manner. In those cases where a street or public access is blocked, it shall  
be done in a clearly visible condition taking into account the speed of traffic and the need  
to ensure visibility during the various times of the event (taking into account the need for  
flashers should the obstructions be in place during times of darkness). In addition, said  
blockades will only be in place as long as necessary. Barricades must be approved by the  
City of Worthington and be placed according to Uniform Traffic and Marking  
specifications.

The requesting organization shall provide \$ 1,000,000.00 liability insurance coverage and  
shall name the City as an additional insured for this event with Bottenhard Mutual



Insurance Company. The local agent who can confirm this coverage is Todd Sauvagey  
A certificate of insurance will be provided after the permit is approved and prior to  
conducting the event. The insurance must remain in effect until after the scheduled event.

Scott Petersen  
Name of Person Applying for Organization

576-23  
Date

Solid Rock Church  
Name of Applying Organization

1730 Diagonal Rd  
Address of Organization

376-5770  
Telephone Number of Organization

Jay Petersen  
Name of Safety Officer

Brewster, MN  
Address of Safety Officer

360-3689  
Telephone Number of Safety Officer

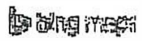
Freedom Shore Park  
Location and Telephone Number of Safety Officer  
during the event

Attachments needed:

- 1) Map of delineated area
- 2) Certificate of Insurance

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

Dated: \_\_\_\_\_



## Worthington

Area: 8.74 sq miles (22.64 km<sup>2</sup>)

Population: 13,090 (2015)

Type your notes here.

W L

O k a b e n a L a k e

Lake St  
8th St  
2nd Ave  
9th St  
1st

57

Sherwood St

S Shore Dr  
Farm Creek  
Library  
System  
US Highway 59

Highway 59 and 60 S

S Lake St

59

Platts Ave

S Shore Dr

US Highway 59

Flaxton Ln  
1st Ave SW  
Lind St

Hillcrest Ave  
Indian Hill Rd  
Edgerton Dr  
Pleasant St  
Minnesota Dr

Sunny Days  
Pre-School

Schoon Dr

59

Trail Ave

Prairie  
Elementary  
School

S Shore Dr

Bay St

Summit Ave

Knollwood Dr

Knollwood Dr

1000 feet

250 m

© 2017 HERE

Data from: Wikipedia

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

4/22  
Page 1 of 4

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: St Mary's Church

Previous Gambling Permit Number: X- 53010-23-023

Minnesota Tax ID Number, if any: \_\_\_\_\_

Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: 1215 7th Ave

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

Name of Chief Executive Officer (CEO): Father James Callahan

CEO Daytime Phone: (507)376-6005 CEO Email: stmaryschurchworthington@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:

[www.sos.state.mn.us](http://www.sos.state.mn.us)

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

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

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

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

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

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

**GAMBLING PREMISES INFORMATION**

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

Physical Address (do not use P.O. box): \_\_\_\_\_

Check one:

☒ City: 1215 7th Ave, Worthington, MN Zip: 56187 County: Nobles

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 07/30/2023

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

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

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

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

<b>CITY APPROVAL</b> <b>for a gambling premises</b> <b>located within city limits</b>	<b>COUNTY APPROVAL</b> <b>for a gambling premises</b> <b>located in a township</b>
<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). <input type="checkbox"/> The application is denied.	<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. <input type="checkbox"/> The application is denied.
Print City Name: _____ Signature of City Personnel: _____  Title: _____ Date: _____	Print County Name: _____ Signature of County Personnel: _____  Title: _____ Date: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <b>The city or county must sign before submitting application to the Gambling Control Board.</b> </div>	<b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: *R. J. Jaraman, Jr. - Callahan* Date: 5-17-23  
(Signature must be CEO's signature; designee may not sign)

Print Name: ER. JAM JARAHAN

**REQUIREMENTS**

**Complete a separate application for:**

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

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

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

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

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

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

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

**Questions?**

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

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

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

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

## PUBLIC WORKS MEMO

**DATE:** MAY 18, 2023  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEM REQUIRING CITY COUNCIL ACTION OR REVIEW

### CONSENT CASE ITEMS

#### 1. APPROVE DOCK PERMIT

City Staff has received a private dock on public property permit application from the following resident. The applicants (Shown below) meets all the City Dock Policy requirements.

1. 506 W. Lake Avenue Tanner Rogers

Council action is requested to approve the application and authorize City Staff to issue the 2023 dock permits.

### CASE ITEMS

#### 1. APPROVE CHANGE ORDER FOR AQUATIC CENTER PROJECT

Tri-State General Contracting, our contractor on the Aquatic Center project, has proposed a Change Order for the project (**Exhibit 1**). This new change order would include:

1. Add sod instead of grass seeding

The proposed amount of the Change Order is \$20,242.00

Approving this change order would bring our total contract price to \$6,795,572.67.

Council action is requested to approve the change order on the Aquatic Center project.

#### 2. AMEND STATE OF MINNESOTA GRANT

The City of Worthington was recently notified that they have been awarded a Minnesota Department of Transportation Grant to replace the roof on Worthington Municipal Airport's Maintenance hangar. Staff received a State DOT grant for project design and now has received an amendment for the construction portion of the project. The grant amendment for

the construction portion been awarded and is ready to execute. The proposed State grant will pay for 70% of the total project cost, equaling \$147,939.00. Our local share will be \$63,402.00.

Attached is the Amendment to the Grant Agreement (**Exhibit 2**).

Council action is requested to accept the State Grant and authorize the Mayor and City Clerk to sign any necessary agreements.

3. **APPROVE A RESOLUTION ACCEPTING A MINNESOTA DEPARTMENT OF TRANSPORTATION AIRPORT MAINTENANCE AND OPERATIONS GRANT**

The City of Worthington biannually enters into a grant agreement, with the State of Minnesota DOT Aeronautics division, for partial reimbursement of our airport maintenance and operation cost. Our proposed grant will cover the State fiscal years of 2024 and 2025. The City of Worthington will be paid for 75% of the eligible maintenance and operations cost, not to exceed \$77,251.00 of state aid for each fiscal year. Copies of the Grant Agreement for Airport Maintenance and Operation (**Exhibit 3**) and the accompanying Resolution (**Exhibit 4**) are included in your packet.

Council action is requested to pass the Resolution and authorize City Staff to enter into the Grant Agreement for Airport Maintenance and Operations.

Tri-State General Contracting  
131 Torgerson Ln  
Jackson MN 56143

www.tristategc.net  
507-849-7429  
507-849-7430



## Change Order Request

**COR Number:** 011

**Date:** 5/3/2023

**Project Number:** 2021019

**Contract Date:** 6/25/2021

To:	Project:
City of Worthington 303 9th St PO BOX 279 Worthington MN 56187	2021 Worthington Aquatic Park 1501 College Way Worthington MN 56187

### Description of Change:

Sod the area around the pool deck as shown in plans as seed

Project Original Contract Sum	6,258,838.00
Total of Previously Approved Change Orders	516,492.67
Contract Amount Prior to this Change Order	6,775,330.67
Proposed Contract Amount of this Change Order	20,242.00
Proposed Contract Amount Including this Change Order	6,795,572.67

### Accepted By:

\_\_\_\_\_  
Contractor (Company Name)

\_\_\_\_\_  
Owner (Company Name)

\_\_\_\_\_  
Other (Company Name)

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Change Order Number

Tri-State General Contracting  
131 Torgerson Ln  
Jackson MN 56143

www.tristategc.net  
507-849-7429  
507-849-7430



## Change Order Request

COR Number: 011

Date: 5/3/2023

<b>To:</b> City of Worthington	<b>Project:</b> 2021 Worthington Aquatic Park
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Item	Description	Quantity UOM	Unit Price	Extended Price
<b>01.10 - Bond</b>				
	2 % Bond Charge	1.00 LS	397.00	397.00
			<b>Bond Total:</b>	<b>397.00</b>
<b>32.30 - Site Improvements</b>				
	Seeding Credit	1.00- LS	6,000.00	6,000.00-
	Sodding	1.00 LS	24,000.00	24,000.00
			<b>Site Improvements Total:</b>	<b>18,000.00</b>
<b>50.20 - Profit</b>				
	5 % Subcontractor	1.00 LS	900.00	900.00
	5 % General	1.00 LS	945.00	945.00
			<b>Profit Total:</b>	<b>1,845.00</b>
			<b>Change Order Total:</b>	<b>20,242.00</b>



Rev. 4/13

MnDOT Agreement No. **1052376A01**

## AMENDMENT # **A01** TO MnDOT GRANT AGREEMENT #**1052376**

This Amendment is by and between the state of Minnesota, through its Commissioner of Transportation (“State”), and the **City of Worthington** (“Recipient”).

### Recitals

1. The State has an agreement with the Recipient identified as MnDOT Agreement Number **1052376** (“Original Agreement”), to provide for **Roof Replacement on SRE Building**.
2. The agreement is being amended to **include Roof Replacement Construction funding**.
3. The State and the Recipient are willing to amend the Original Agreement as stated below.

### Agreement Amendment

In this Amendment deleted agreement terms will be ~~struck out~~ and the added agreement terms will be underlined.

REVISION 1. Article 4.1. is amended as follows:

#### 4. Cost and Payment

**4.1 Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Grantee Share</u>
SRE Building Roof Replacement <del>(Phase 1 Design Only)</del> Design & Construction	0%	70%	30%

Federal Committed:	\$	0.00
State:	<del>\$ 9,310.00</del>	<b><u>\$147,939.00</u></b>
Grantee:	<del>\$ 3,990.00</del>	<b><u>\$ 63,402.00</u></b>

REVISION 2. Article 4.4. is amended as follows:

**4.4 Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed ~~\$ 9,310.00.~~ **\$147,939.00**

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

***THE BALANCE OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK.***

## State Encumbrance Verification

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

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

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

SWIFT Purchase Order No: \_\_\_\_\_

## Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

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

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

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

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

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

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

## Commissioner, Minnesota Department of Transportation

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

Director, Office of Aeronautics

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

## MnDOT Contract Management

as to form & execution

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

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

**STATE OF MINNESOTA**  
**AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

**State Project Number (S.P.):** A5301-MO24

**State Project Number (S.P.):** A5301-MO25

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and City of Worthington acting through its City Council (“Recipient”).

## **RECITALS**

---

1. Minnesota Statutes §§360.015 and 360.305 authorize State to provide financial assistance to airports for maintenance and operation activities.
2. Recipient owns, operates, or controls an airport (“Airport”) in the state system, and Recipient desires financial assistance from the State for maintenance and operation activities for State Fiscal Year 2024 and State Fiscal Year 2025.
3. Recipient represents that it is duly qualified and agrees to perform all services described in this contract to the satisfaction of the State.

## **CONTRACT TERMS**

---

### **1. Term of Contract and Survival of Terms**

- 1.1. **Effective Date:** This contract will be effective on July 1, 2023, or the date State obtains all required signatures under Minnesota Statutes §16B.98, subdivision 5, whichever is later. As required by Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Recipient until this contract is fully executed.
- 1.2. **Expiration Date:** This contract will expire on June 30, 2025.
- 1.3. **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, but not limited to, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

### **2. Recipient’s Duties**

- 2.1. Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2. The Recipient will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area. The areas around any navigational aids will be mowed and plowed to keep the area clear for access by a vehicle.
- 2.3. If the Airport remains operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.

- 2.4. If the State contracts for the periodic paint striping of the Airport's runways and taxiways during the term of this Contract, the Recipient will cooperate with the marking operation. The Recipient must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5. The Recipient will allow a representative of the State's Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.
- 2.6. The Recipient will promptly pay all utility bills, including those required for navigational aids.

### 3. Recipient's Assurances

- 3.1. In accordance with Minnesota Statutes § 360.305, subdivision 4, Recipient assures the State that Recipient will operate and maintain the Airport in a safe, serviceable manner for public aeronautical purposes only for a period of one year from the date the Recipient receives final reimbursement under this contract.
- 3.2. Recipient represents and warrants that Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.
- 3.3. Recipient will comply with all required grants management policies and procedures set forth through Minnesota Statutes §16B.97, Subd. 4 (a) (1).

### 4. Third-Party Contracting

- 4.1. Recipient will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

### 5. Consideration and Payment

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
  - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
  - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
  - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated \$77,251.00 in each State fiscal year to reimburse other eligible costs at 75%.
  - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed \$154,502.00 (State fiscal years 2024 and 2025).
- 5.2. **Payment.**
  - 5.2.1. **Invoices.** The Recipient must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis or as directed by State's Authorized Representative. The State's Office of Aeronautics will supply the reimbursement request forms which Recipient must submit. Reimbursement requests must be submitted according to the following schedule:
    - On or after October 1, **and no later than November 15**, for the period July 1 through September 30.
    - On or after January 1, **and no later than February 15**, for the period October 1 through December 31.
    - On or after April 1, **and no later than May 15**, for the period January 1 through March 31.
    - On or after July 1, **and no later than August 15**, for the period April 1 through June 30.The State may reject costs that the State determines are not eligible maintenance and operations expenses.
  - 5.2.2. **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

- 5.2.3. **State's Payment Requirements.** State will promptly pay all valid obligations under this contract as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Recipient's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Recipient within ten days of discovering the error. After State receives the corrected invoice, State will pay Recipient within 30 days of receipt of such invoice.
- 5.2.4. **Grant Monitoring Visit and Financial Reconciliation.** If State's total obligation is greater than \$50,000 in section 5.1.4, above, during the period of performance the State will make at least one monitoring visit and conduct annual financial reconciliations of Recipient's expenditures. The State's Authorized Representative will notify Recipient's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Recipient staff members should be present. Recipient will be provided notice prior to any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Recipient will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Recipient.
- 5.2.5. **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

## 6. Conditions of Payment

- 6.1. All services provided by Recipient under this contract must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Recipient will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Recipient will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

## 7. Authorized Representatives

- 7.1. **State's Authorized Representative.** State's Authorized Representative will be:

Name/Title: Jenny Bahneman, Grants Specialist Coordinator

Address: Office of Aeronautics,  
395 John Ireland Boulevard, Mail Stop 410  
Saint Paul, Minnesota 55155

E-Mail: jenny.bahneman@state.mn.us

State's Authorized Representative or his /her successor, will monitor Recipient's performance and has the authority to accept or reject the services provided under this contract. If the Recipient's duties are performed in a satisfactory manner, the State's Authorized Representative will accept each reimbursement request submitted for payment.

- 7.2. **Recipient's Authorized Representative.** Recipient's Authorized Representative will be:

Name/Title: Debra Olsen, Finance Director, City of Worthington

Address: 303 - Ninth Street, Worthington, MN 56187

Telephone: (507) 372-8631

E-Mail: dolsen@ci.worthington.mn.us

If Recipient's Authorized Representative changes at any time during this contract, Recipient must immediately notify State.

**8. Assignment, Amendments, Waiver and Contract Complete**

- 8.1. **Assignment.** Recipient may neither assign nor transfer any rights or obligations under this contract without the prior consent of State and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2. **Amendments.** An amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3. **Waiver.** If State fails to enforce any provision of this contract that failure does not waive the provision or State's right to subsequently enforce it.
- 8.4. **Contract Complete.** This contract contains all prior negotiations and agreements between State and Recipient. No other prior understanding regarding this contract, whether written or oral, may be used to bind either party.
- 8.5. **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 8.6. **Certification.** By signing this Agreement, the Recipient certifies that it is not suspended or debarred from receiving federal or state awards.

**9. Indemnification**

- 9.1. In the performance of this contract by Recipient, or Recipient's agents or employees, and to the extent permitted by law, Recipient must indemnify, save and hold State, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by State, to the extent caused by Recipient's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of State's sole negligence. This clause will not be construed to bar any legal remedies Recipient may have for State's failure to fulfill its obligation pursuant to this contract.

**10. State Audits**

- 10.1. Under Minnesota Statutes § 16B.98, Subd.8, the Recipient's books, records, documents, and accounting procedures and practices of Recipient, or other party relevant to this grant contract or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this contract or receipt and approval of all final reports, whichever is later. Recipient will take timely and appropriate action on all deficiencies identified by an audit.

**11. Government Data Practices**

- 11.1. Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by State under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Recipient under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Recipient or State. If Recipient receives a request to release the data referred to in this Clause, Recipient must immediately notify State and consult with State as to how Recipient should respond to the request. Recipient's response to the request must comply with applicable law.

**12. Workers' Compensation**

- 12.1. Recipient certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Recipient's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

**13. Governing Law, Jurisdiction and Venue**

- 13.1. Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**14. Data Disclosure**

- 14.1. Under Minnesota Statutes §270C.65, and other applicable law, Recipient consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring Recipient to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

**15. Termination and Suspension**

- 15.1. **Termination by the State.** The State may terminate this contract with or without cause, upon 30 days written notice to the Recipient. Upon termination, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2. **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this contract, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Recipient has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 15.3. **Termination for Insufficient Funding.** The State may immediately terminate this contract if: It does not obtain funding from the Minnesota Legislature; or If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Recipient. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Recipient notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15.4. **Suspension.** The State may immediately suspend this contract in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Recipient during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

**16. Discrimination Prohibited by Minnesota Statutes §181.59**

- 16.1. Recipient will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, 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, will, in any manner, discriminate against, or intimidate, or prevent the employment of any 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 any 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 state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, 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.

**17. Limitation.**

- 17.1. Under this contract, the State is only responsible for disbursing funds. Nothing in this contract will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for



administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this contract.

## STATE ENCUMBRANCE VERIFICATION

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

Signed: \_\_\_\_\_

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

SWIFT Contract (SC) ID No. \_\_\_\_\_

Purchase Order (PO) ID No. \_\_\_\_\_

\*PO staged and to be encumbered with future State fiscal year funds.

## RECIPIENT

Recipient certifies that the appropriate person(s) have executed Contracts on behalf of Recipient as required by applicable articles, bylaws or resolutions.

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

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

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

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

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

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

## DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
(with delegated authority)

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

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

## MnDOT CONTRACT MANAGEMENT

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

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

**RESOLUTION**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

It is resolved by the **City of Worthington** as follows:

1. That the state of Minnesota Contract Number **1053346**,  
"Airport Maintenance and Operation Grant Contract," at the  
**Worthington Municipal Airport** is accepted.
2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)  
authorized to execute this Contract and any amendments on behalf of the  
**City of Worthington**.

**CERTIFICATION**

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

## ENGINEERING MEMO

DATE: MAY 17, 2023  
 TO: HONORABLE MAYOR AND COUNCIL  
 SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW

AGENDA CASE ITEMS1. HEARING ON SHELL STREET PAVEMENT IMPROVEMENT

Should Council approve of the street improvements as proposed in the project feasibility report, **Exhibit – 1**, and at the hearing, staff recommends that Council pass the resolution in **Exhibit - 2** Ordering Improvement and Preparation of Plans and Specifications. Council may order an improvement less than that for which the hearing was ordered allowing for deletion of any of the street from the improvement. The street reconstruction improvement was not initiated by petition; therefore, a 4/5's vote of the Council membership will be required to order this improvement ahead. The specific requirement is: "the resolution (ordering improvement) may be adopted only by vote of four-fifths of all members of the council." Should Council not be in agreement, the project cannot move forward.

The project report on the improvement and preliminary assessment roll was submitted to Council at its May 8, 2023 meeting. A summary of the improvement costs and total estimated assessments for the project is provided below:

**Shell Street**

## City Share for Concrete:

<i>Center 24-feet</i>	\$ 145,045.14	
<i>Rate determining non-assessable costs <sup>(1)</sup></i>	\$ 24,207.71	
<i>Other non-assessable costs <sup>(2)</sup></i>	\$ <u>208,392.32</u>	
Total City Share	\$ 377,645.17	(78.44%)

## Assessments for Concrete:

<i>Base rate determining cost <sup>(3)</sup></i>	\$ 127,982.54	
<i>Rate determining non-assessable costs <sup>(1)</sup></i>	\$ <u>-24,207.71</u>	
Assessments Receivable	\$ 103,774.83	(21.56%)

Total Cost – Shell Street Concrete	\$ 481,420.00	
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## City Share for Bituminous:

<i>Center 24-feet</i>	\$ 123,336.52	
-----------------------	---------------	--

<i>Rate determining non-assessable costs <sup>(1)</sup></i>	\$ 20,584.69	
<i>Other non-assessable costs <sup>(2)</sup></i>	\$ 177,205.32	
Total City Share	\$ 321,126.53	(78.44%)

Assessments for Bituminous:

<i>Base rate determining cost <sup>(3)</sup></i>	\$ 108,828.16	
<i>Rate determining non-assessable costs <sup>(1)</sup></i>	\$ -20,584.69	
Assessments Receivable	\$ 88,243.47	(21.56%)
Total Cost – Shell Street	\$ 409,370.00	

Based on a rate determining frontage of 731.7 ft, the estimated assessment rate is **\$174.91/ft. for Concrete and \$148.73/ft for Bituminous**

<sup>(1)</sup> Includes costs for lot allowances and rounding.

<sup>(2)</sup> Includes costs for replacing ADA ped ramps and watermain.

<sup>(3)</sup> Includes costs for sanitary sewer service replacements (100% owners cost)

**2. AGREEMENT FOR PROFESSIONAL SERVICES FOR RECONSTRUCTION OF SECOND AVENUE FROM TENTH STREET TO TWELFTH STREET, ALONG WITH UTILITY IMPROVEMENTS**

The contract for the reconstruction of Second Avenue was awarded on May 8, 2023. The need for consulting engineering services is planned as part of the project due to the nature of the project and the current workload scheduled this construction season.

Worthington currently has a Master Agreement for Professional Services dated September 14, 2020. Task Order Number 20 is proposed at a cost of \$120,000, 9.8% of the project cost.

**Exhibit 3** is Task Order number 20 with Bolton and Menk, Inc. to provide Administrative Services for the Second Avenue Reconstruction and Utility in the amount of \$120,000.

Staff recommends approval of Task Order Number 20.

## INTRODUCTION

The purpose of this report is to determine the feasibility of improving the following described street by regrading, base reconstruction, and resurfacing.

Shell Street – Lake Avenue to Ninth Street.

This report has been prepared pursuant to Council Resolution No. 2023-03-09 of March 27, 2023. Such improvements have not been petitioned for and need to proceed as a Council initiated project.

As requested, we have prepared the following Feasibility Report in accordance with Minnesota Statutes Chapter 429 for the proposed improvements. This report provides an initial analysis of the feasibility, cost-effectiveness and necessity of the proposed infrastructure improvements and it is expected that at least part of the cost of these improvements will be assessed to benefiting property adjacent to the improvements. The specific objectives of this feasibility report are to:

1. Evaluate the need for the project.
2. Determine the necessary infrastructure improvements.
3. Develop a preliminary cost estimate for the proposed project.
4. Determine the feasibility of the proposed improvements.

Specific items of construction will consist of:

1. Removal of existing pavement, curb & gutter, walks, and the base of the pavement.
2. Replacement of water main, and sanitary services.
3. Concrete curb & gutter and pedestrian walks.
4. Street pavement.

## PROJECT NEED

Shell Street, constructed in 1985, has remained untouched for nearly four decades and has exceeded its expected service life. While the street has performed well over the years, it is now exhibiting signs of distress that warrant a comprehensive feasibility study for reconstruction. The primary concerns include the presence of alligator cracks and water ponding due to pavement deterioration.

Alligator cracks, which are indicative of underlying base issues, have become increasingly prevalent along Shell Street. These cracks not only affect the overall aesthetics of the street, but also pose safety risks to motorists and pedestrians, and can lead to accelerated deterioration of the roadway. The appearance of water ponding

further exacerbates the problem, as standing water can infiltrate the pavement and weaken the street's substructure.

Given the age of the base, it is necessary to investigate the need for base work to ensure that the street's integrity is maintained for the long term. This feasibility report will assess the current condition of Shell Street, identify the underlying causes of the observed problems, and propose appropriate reconstruction measures to address the issues.

The existing 4-inch water main has been reconstructed in the past 20 to 30 years; and sanitary services are over 80 years. The existing water main and sanitary services are at the end of their service life.

## **EXISTING CONDITION**

Shell Street was constructed before or around 1960, with a flexible pavement (bituminous surface, aggregate base) and concrete curb and gutter. The distance between the lip of the curbs is 32 feet, and the right of way is 70 feet. The surface and base were reconstructed in 1985 and have not been touched since then. The condition of the curb and gutter is okay, and they do not need to be replaced at this time. However, the surface and base have exceeded their 25-year design life by more than 13 years and need to be reconstructed. There is no overlay work done on the street.

Currently, the plan is to line the sanitary sewer in the next few years. However, the 4-inch sanitary service lines that connect to the sewer main on Shell Street are aging and have been in place for 50-60 years.

## **PROPOSED IMPROVEMENT**

The estimated project costs of the bituminous and concrete pavement alternatives are **\$409,370.00** and **\$481,420.00**, respectively.

Provision of the city assessment ordinance establish that the city share will include all cost for reconstruction of the center 24-feet of pavement with the cost for reconstructing the remaining width of pavement, curb (and gutter), driveways and sidewalk being assessed to the benefited properties. The street assessment rate would be based on the length of lot frontage on both sides of Shell Street.

The water main will be replaced with a 8-inch diameter PVC pipe. Service lines to the residential properties will be replaced with 1-inch diameter PE pipe to the curb stop valve at the sidewalk. Water main reconstruction will not be assessed.

The existing sanitary main is in good enough condition to line in the next few years. Improvement to the existing sanitary sewer would consist of reconstructing the existing sanitary services from the sewer main to the street corridor right-of-way with 6" PVC pipe.

The estimated costs, city share, assessment receivables, and assessment rates for the street improvement options are as follows.

**Shell Street**  
**Summary of Estimated Cost**  
**Hearing on Proposed Improvement - 05/22/2023**

<b>PROPERTY OWNER SHARE OF IMPROVEMENT COST</b>	<b>Bituminous</b>	<b>Concrete</b>
Construction	\$87,055.62	\$106,210.00
Design, Administration and Engineering	\$21,772.54	\$21,772.54
Total of Assessable Costs	\$108,828.16	\$127,982.54
Total Abutting Frontage (in feet)	731.70	731.70
Total Assessable Frontage (in feet)	593.30	593.30
Estimated Assessable Rate (per foot)	\$148.733	\$174.911
<b>TOTAL ESTIMATED ASSESSMENTS RECEIVABLE</b>	<b>\$88,243.47</b>	<b>\$103,774.83</b>
<b>CITY SHARE OF IMPROVEMENT COST</b>		
Construction - Paving	\$98,661.38	\$120,370.00
Construction - Water/Sewer	\$141,753.00	\$172,940.00
Design, Administration and Engineering - Paving	\$24,675.14	\$24,675.14
Design, Administration and Engineering - Water/Sewer	\$35,452.32	\$35,452.32
Non-Assessable Costs (lot allowances)	\$20,584.69	\$24,207.71
<b>TOTAL ESTIMATED CITY COST</b>	<b>\$321,126.53</b>	<b>\$377,645.17</b>
<b>TOTAL ESTIMATED COST OF IMPROVEMENT</b>	<b>\$409,370.00</b>	<b>\$481,420.00</b>

Based on a rate determining frontage of 731.7 ft, the estimated assessment rate for bituminous and concrete options are **\$148.733/ft and \$174.911**, respectively.

it is typical to apply a seal coat one or two years after the reconstruction of the bituminous surface to extend its lifespan. A seal coat project can extend the life of the surface up to five years. For this particular stretch of the street, the estimated cost of the seal coat operation is around \$8,000. Additionally, the estimated cost for maintenance after 25 years of the bituminous surface lifespan is approximately \$90,000 as of 2023. These costs will not be assessed to property owners and will be 100% covered by the city.

### **Conclusion**

The proposed street improvement is feasible and a cost-effective means of improving the subject length of shell street. The requesting of competitive bids for the project best

accomplishes the proposed construction of the street improvements described in this report.

The estimated costs presented herein, have been prepared based on current, average bidding prices and are subject to variation due to construction timing, contractor workloads, etc. the cost estimates include the estimated cost of engineering and contract administration, but do not include the cost of any fiscal fee related to project financing.



**RESOLUTION NO. 2023-05-XX****ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

**WHEREAS**, Resolution No. 2023-05-13 of the City Council of the City of Worthington, adopted the May 8, 2023, fixed a date for a council hearing on the making improvements of the following described streets by regrading, base reconstruction, necessary curb and gutter reconstruction, resurfacing, sewer service replacement and water main replacement:

**Shell Street** - from Lake Avenue to Ninth Avenue

and

**WHEREAS**, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the May 22, 2023, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

**1.** Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report received on May 8, 2023.

**2.** Such proposed improvement is hereby ordered as proposed in the council resolution adopted the March 27, 2023.

**3.** The City Engineer is hereby designated as the engineer for such improvement. The engineer shall prepare plans and specifications for the making of such improvement.

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

Adopted by the City Council of the City of Worthington, Minnesota, this the 22nd day of May, 2023.

(SEAL)

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Rick VonHoldt, Mayor

Attest:

Mindy L. Eggers, City Clerk

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

**TASK ORDER NO: 20**

**CLIENT: City of Worthington**

**CONSULTANT: Bolton & Menk, Inc.**

**DATE OF THIS TASK ORDER: May 4, 2023**

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

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

**1.0 Scope of Services:**

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

CLIENT desires to have Consultant assist with construction related tasks for the 2<sup>nd</sup> Avenue Reconstruction project. From our discussions we understand that you desire to have us complete all project staking, assist with contract administration, with fulltime RPR services. Our anticipated tasks include following:

- *Construction Surveying and Administration*
  - Assist the City in scheduling a preconstruction meeting along with attendance to help answer any questions the Contractor has prior to commencing construction.
  - Respond to contractor’s questions regarding interpretation of and clarification of contract documents.
  - Assist the City in issuing field orders and work directive changes.
  - Assist the City in reviewing any change order proposal requests.
  - Assist the City in reconciling contractor’s partial and final pay quantities.
  - Review shop drawings.
  - Preparation of Item Record Accounts (IRAs), partial pay estimates, final punch list and record drawings.
  - Coordination of testing services and documentation of the work progress.
  - Construction Staking
  - Hosting and updating a project website.
  - Creating and distributing informational newsletters to residents.
- *Resident Project Representative (RPR)*
  - Fulltime onsite services during the contractors working hours to monitor activities.

Exhibit - 3

**2.0 Fees:**

CLIENT shall pay CONSULTANT in accordance with Section III of the Master Agreement and as follows or as described in the attached scope. Since the amount of time required, for RPR services is variable depending on the contractor's schedule and effort this task order will be completed on an hourly basis. Total cost of services provided by CONSULTANT for this Task Order is estimated at \$120,000.

**3.0 Schedule:**

Schedule for performance of Services will be based on actual construction timeline with an anticipated final completion date of September 30, 2023 and including 50 working days to achieve substantial completion.

**4.0 Deliverables**

Deliverables will be as follows or as set forth in the attached Scope. Preconstruction meeting agenda and subsequent minutes, change orders, pay requests and other construction documentation as necessary.

**5.0 Term**

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

**6.0 Other Matters**

None.

**7.0 Project Managers**

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

**CLIENT:**

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

**BOLTON & MENK, INC.**

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

**CLIENT:**

**BOLTON & MENK, INC.**

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

BY: Travis L. Winter

Printed Name: \_\_\_\_\_

Printed Name: Travis Winter, P.E.

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

Title: Principal Engineer

BY: Wesley W. Brown

Printed Name: Wes Brown, P.E.

Title: Sr. Principal Engineer

**ATTACHMENTS TO THIS TASK ORDER:**

Exhibit I-1 Resident Project Representative Responsibilities.

Exhibit - 3

**EXHIBIT I-1****RESIDENT PROJECT REPRESENTATIVE**

The CONSULTANT will furnish a Resident Project Representative (RPR), assistants and other field staff to assist CONSULTANT in observing performance of the Work of the CONTRACTOR.

Through more extensive on-site observations of the Work in progress and field checks of materials and equipment by the RPR and assistants, CONSULTANT assists the CLIENT in monitoring the progress and quality of the work; but, it is agreed that the furnishing of such services will not make CONSULTANT responsible for or give CONSULTANT control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for CONTRACTOR'S failure to perform the Work in accordance with the Contract Documents.

The duties and responsibilities of the RPR are limited to those of CONSULTANT in the construction Contract Documents, and are further limited and described as follows:

**A. GENERAL**

RPR is CONSULTANT'S agent at the site, will act as directed by and under the supervision of CONSULTANT, and will confer with CONSULTANT regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with CONSULTANT and CONTRACTOR keeping CLIENT advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of CONTRACTOR. RPR shall generally communicate with CLIENT with the knowledge of and under the direction of CONSULTANT.

**B. DUTIES AND RESPONSIBILITIES OF RPR**

1. Schedules: Review the progress schedule, prepare a schedule of Shop Drawing submittals and review the schedule of values prepared by CONTRACTOR and consult with CONSULTANT concerning acceptability.
2. Conferences and Meetings: Attend meetings with CONTRACTOR, such as preconstruction conferences, progress meetings, job conferences and other project related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
  - a. Serve as CONSULTANT'S liaison with CONTRACTOR, working principally through CONTRACTOR'S superintendent and assist in understanding the intent of the Contract Documents; and assist CONSULTANT in serving as CLIENT'S liaison with CONTRACTOR when CONTRACTOR'S operations affect CLIENT'S on-site operations.

- b. Assist in obtaining from CLIENT additional details or information, when required for proper execution of the Work.
- 4. Shop Drawings and Samples:
  - a. Record date of receipt of Shop Drawings and samples.
  - b. Receive samples which are furnished at the site by CONTRACTOR, and notify CONSULTANT of availability of samples for examination.
  - c. Advise CONSULTANT and CONTRACTOR of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by CONSULTANT.
- 5. Review of Work, Rejection of Defective Work, Inspections and Tests:
  - a. Conduct on-site observations of the Work in progress to assist CONSULTANT in determining if the Work is in general proceeding in accordance with the Contract Documents.
  - b. Report to CONSULTANT whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise CONSULTANT of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
  - c. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that CONTRACTOR maintains adequate records thereof; and observe, record and report to CONSULTANT appropriate details relative to the test procedures and startups.
  - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to CONSULTANT.
- 6. Interpretation of Contract Documents: Report to CONSULTANT when clarifications and interpretations of the Contract Documents are needed and transmit to CONTRACTOR clarifications and interpretations as issued by CONSULTANT.
- 7. Modifications: Consider and evaluate CONTRACTOR'S suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to CONSULTANT. Transmit to CONTRACTOR decisions as issued by CONSULTANT.

8. Records:

- a. Maintain orderly files for correspondence, reports or job conferences, Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, CONSULTANT'S clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
- b. Keep a diary or log book, recording CONTRACTOR hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures.
- c. Record names, addresses and telephone numbers of all CONTRACTORS, subcontractors and major suppliers of materials and equipment.

9. Reports:

- a. Furnish CONSULTANT periodic reports as required of progress of the Work and of CONTRACTOR'S compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
- b. Consult with CONSULTANT in advance of scheduled major tests, inspections or start of important phases of the Work.
- c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from CONTRACTOR and recommend to CONSULTANT Change Orders, Work Directive Changes, and Field Orders.
- d. Report immediately to CONSULTANT and CLIENT upon the occurrence of any accident.

10. Payment Requests: Review applications for payment with CONTRACTOR for compliance with the established procedure for their submission and forward with recommendations to CONSULTANT, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.

11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by CONTRACTOR are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to CONSULTANT for review and forwarding to CLIENT prior to final payment for the Work.

## 12. Completion:

- a. Conduct final inspection in the company of CONSULTANT, CLIENT, and CONTRACTOR and prepare a final list of items to be completed or corrected.
- b. Observe that all items on final list have been completed or corrected and make recommendations to CONSULTANT concerning acceptance.
- c. Assist in preparation of Record Drawings and provide copies of documentation requested by CLIENT for occupation of the Project.

## C. LIMITATIONS OF AUTHORITY

It is agreed that Resident Project Representative's responsibility and obligations do not include the following actions nor shall RPR be directed to or be empowered to:

1. Authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by CONSULTANT.
2. Exceed limitations of CONSULTANT'S authority as set forth in the Contract Documents.
3. Undertake any of the responsibilities of CONTRACTOR, subcontractor or CONTRACTOR'S superintendent.
4. Advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
5. Advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
6. Accept Shop Drawing or sample submittals from anyone other than CONTRACTOR.
7. Authorize CLIENT to occupy the Project in whole or in part.
8. Participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by CONSULTANT.



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ANDERSON ALIGNMENT	5/12/23	BATTERES SKID LOADER	GENERAL FUND	PAVED STREETS	176.97
	5/12/23	MOTOR OIL	GENERAL FUND	PAVED STREETS	48.86
	5/12/23	PARTS	GENERAL FUND	PAVED STREETS	13.29
	5/12/23	LABOR	GENERAL FUND	PAVED STREETS	<u>12.00</u>
				TOTAL:	251.12
ARNOLD MOTOR SUPPLY LLP	5/12/23	JB WELD	ELECTRIC	O-DISTR MISC	<u>8.76</u>
				TOTAL:	8.76
BENTS TRUCKING	5/12/23	PEA ROCK	ELECTRIC	M-DISTR UNDERGRND LINE	<u>1,088.62</u>
				TOTAL:	1,088.62
BORDER STATES ELECTRIC SUPPLY	5/12/23	METER SEALS	ELECTRIC	O-DISTR METERS	<u>812.94</u>
				TOTAL:	812.94
CAMPSPOT	5/12/23	RESERVATIONS AND BOOKING F RECREATION		OLSON PARK CAMPGROUND	<u>414.13</u>
				TOTAL:	414.13
CNH INDUSTRIAL ACCOUNTS	5/12/23	WHOLE EFFLUENT TEST #1 SHI	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	16.87
	5/12/23	WET TESTING SHIPPING # 2 S	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	19.19
	5/12/23	WET TEST SHIPPING #3	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	19.19
	5/12/23	WET TEST SHIPPING #4	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	<u>19.19</u>
				TOTAL:	74.44
CUPERUS JILL	5/12/23	COOKIES FOR CARDS	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>41.76</u>
				TOTAL:	41.76
ECHO GROUP INC	5/12/23	CABLE TIES	ELECTRIC	M-DISTR ST LITE & SIG	<u>42.58</u>
				TOTAL:	42.58
FASTENAL COMPANY	5/12/23	EYE WASH	ELECTRIC	O-DISTR MISC	<u>126.36</u>
				TOTAL:	126.36
FRONTIER COMMUNICATION SERVICES	5/12/23	PHONE SERVICE	WATER	O-PUMPING	46.05
	5/12/23	PHONE SERVICE	WATER	O-PURIFY MISC	61.68
	5/12/23	PHONE SERVICE	WATER	O-PURIFY MISC	37.19
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	61.68
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	52.84
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	61.68
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	61.68
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	37.19
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	46.99
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	61.68
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	61.68
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	59.48
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	38.66
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	59.76
	5/12/23	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	38.66
	5/12/23	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	69.18
	5/12/23	PHONE SERVICE	ELECTRIC	O-DISTR STATION EXPENS	120.77
	5/12/23	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>23.62</u>
				TOTAL:	1,000.47
GRAINGER	5/12/23	TOUCH UP PAINT	ELECTRIC	M-DISTR UNDERGRND LINE	<u>6.70</u>
				TOTAL:	6.70

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HOPE HAVEN INC	5/12/23	CAL CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	541.67
	5/12/23	CAL CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>541.67</u>
		TOTAL:			1,083.34
HY-VEE INC-61705	5/12/23	FORKLIFT GAS	LIQUOR	O-GEN MISC	43.02
	5/12/23	ZIPLOCK BAGS	LIQUOR	O-GEN MISC	<u>30.18</u>
		TOTAL:			73.20
IUOE LOCAL 49 FRINGE BENEFIT FUND	5/12/23	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	359.28
	5/12/23	HEALTH INS PREMIUM 49ERS	GENERAL FUND	NON-DEPARTMENTAL	548.99
	5/12/23	HEALTH INS-MAY FOR JUNE	GENERAL FUND	NON-DEPARTMENTAL	213.00
	5/12/23	HEALTH INS-MAY FOR JUNE	GENERAL FUND	NON-DEPARTMENTAL	98.74
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	313.06
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	ENGINEERING ADMIN	343.24
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	1,440.86
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PAVED STREETS	837.36
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	686.48
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	PUBLIC WORK SHOP	584.64
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	TRASH PICKUP	1,867.07
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	LAKE IMPROVEMENT	479.19
	5/12/23	HEALTH PREMIUM 49ERS	GENERAL FUND	LAKE IMPROVEMENT	203.68
	5/12/23	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	433.30
	5/12/23	HEALTH INS PREMIUM 49ERS	RECREATION	NON-DEPARTMENTAL	371.39
	5/12/23	HEALTH INS-MAY FOR JUNE	RECREATION	NON-DEPARTMENTAL	147.90
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	580.87
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	BALLFIELD MAINTENANCE	332.81
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	SOCCER COMPLEX	30.18
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,738.67
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	PARK AREAS	1,304.19
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	OLSON PARK CAMPGROUND	165.97
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	135.79
	5/12/23	HEALTH PREMIUM 49ERS	RECREATION	TREE REMOVAL	339.45
	5/12/23	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	77.21
	5/12/23	HEALTH INS PREMIUM 49ERS	IMPROVEMENT CONST	NON-DEPARTMENTAL	59.91
	5/12/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	347.01
	5/12/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	OVERLAY PROGRAM	45.26
	5/12/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	90.53
	5/12/23	HEALTH PREMIUM 49ERS	IMPROVEMENT CONST	SHELL ST-9TH AVE TO LA	294.21
	5/12/23	HEALTH INS PREMIUM 49ERS	TI DIST #7, REDEV	NON-DEPARTMENTAL	99.63
	5/12/23	HEALTH INS PREMIUM 49ERS	TI DIST #7, REDEV	NON-DEPARTMENTAL	1.33
	5/12/23	HEALTH PREMIUM 49ERS	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	590.97
	5/12/23	HEALTH PREMIUM 49ERS	TI DIST #7, REDEV	SEWER EXT - N HUMISTON	7.54
	5/12/23	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	439.53
	5/12/23	HEALTH INS PREMIUM 49ERS	WATER	NON-DEPARTMENTAL	533.83
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	181.79
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-PUMPING	183.34
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	391.31
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-PURIFY LABOR	392.48
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	923.34
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-DIST UNDERGRND LINES	950.61
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-DISTR METERS	17.50
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	362.73
	5/12/23	HEALTH PREMIUM 49ERS	WATER	O-DISTR MISC	342.74
	5/12/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,052.35
	5/12/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS MAINS	1,080.97
	5/12/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	88.48

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/12/23	HEALTH PREMIUM 49ERS	WATER	M-TRANS HYDRANTS	67.36
	5/12/23	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	134.57-
	5/12/23	HEALTH PREMIUM 49ERS	WATER	PROJECT #11	516.75
	5/12/23	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	734.85
	5/12/23	HEALTH INS PREMIUM 49ERS	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	736.52
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	288.08
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	219.73
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,058.99
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABOR	1,196.32
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	631.79
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	632.02
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	904.85
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	857.89
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,280.44
	5/12/23	HEALTH PREMIUM 49ERS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	1,267.67
	5/12/23	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	30.62-
	5/12/23	HEALTH INS PREMIUM 49ERS	STORM WATER MANAGE	NON-DEPARTMENTAL	74.21
	5/12/23	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	60.35
	5/12/23	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STORM DRAINAGE	420.52
	5/12/23	HEALTH PREMIUM 49ERS	STORM WATER MANAGE	STREET CLEANING	<u>233.86-</u>
			TOTAL:		32,660.00
JAYMAR BUSINESS FORMS INC	5/12/23	UTILITYY DEPOSIT RECORDS	WATER	ACCTS-RECORDS & COLLEC	114.89
	5/12/23	UTILITY DEPOST RECORDS	WATER	ACCTS-RECORDS & COLLEC	130.04
	5/12/23	UTILITY DEPOSIT RECORDS	WATER	ACCTS-RECORDS & COLLEC	114.89-
	5/12/23	UTILITYY DEPOSIT RECORDS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	114.89
	5/12/23	UTILITY DEPOST RECORDS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	130.03
	5/12/23	UTILITY DEPOSIT RECORDS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	114.89-
	5/12/23	UTILITYY DEPOSIT RECORDS	ELECTRIC	ACCTS-RECORDS & COLLEC	229.78
	5/12/23	UTILITY DEPOST RECORDS	ELECTRIC	ACCTS-RECORDS & COLLEC	260.08
	5/12/23	UTILITY DEPOSIT RECORDS	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>229.78-</u>
			TOTAL:		520.15
LAMPERTS YARDS INC-2602004	5/12/23	FORMS STREET DEPT	GENERAL FUND	PAVED STREETS	<u>56.76</u>
			TOTAL:		56.76
LAMPERTS YARDS INC-2600013	5/12/23	CHAUTAUQUA LIGHT	RECREATION	PARK AREAS	<u>23.99</u>
			TOTAL:		23.99
LAW ENFORCEMENT LABOR SERVICES INC #27	5/12/23	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	<u>329.16</u>
			TOTAL:		329.16
LEWIS & CLARK REGIONAL WATER SYSTEM IN	5/12/23	CAPACITY CHARGE 57,120,000	WATER	O-SOURCE MISC	32,558.40
	5/12/23	WATER RATE: 40,100,000 @.7	WATER	O-SOURCE MISC	<u>28,070.00</u>
			TOTAL:		60,628.40
LOCATORS & SUPPLIES INC	5/12/23	SAEFTY VESTS	ELECTRIC	O-DISTR MISC	<u>74.50</u>
			TOTAL:		74.50
MINNESOTA CHILD SUPPORT PAYMENT CTR	5/12/23	SUPPORT ORDER	GENERAL FUND	NON-DEPARTMENTAL	<u>139.82</u>
			TOTAL:		139.82
MINNESOTA ENERGY RESOURCES CORP	5/12/23	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	1,518.45
	5/12/23	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	2,120.25
	5/12/23	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,030.46
	5/12/23	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	2,907.46

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/12/23	MONTHLY SERVICE	RECREATION	FIELD HOUSE	1,438.01
	5/12/23	MONTHLY SERVICE	WATER	O-DISTR MISC	322.15
	5/12/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	322.15
	5/12/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	644.30
	5/12/23	MONTHLY SERVICE	LIQUOR	O-GEN MISC	<u>906.57</u>
			TOTAL:		11,209.80
MISCELLANEOUS V RAMOS, ALBERTO	5/12/23	RENTAL DEPOSIT REFUND FH	RECREATION	NON-DEPARTMENTAL	500.00
LINDEMAN, LINDA	5/12/23	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
SANTOS-PEREZ, RUBELSY	5/12/23	WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>150.00</u>
			TOTAL:		1,150.00
MORRIS ELECTRONICS INC	5/12/23	TECHNICAL SUPPORT	WATER	ACCTS-RECORDS & COLLEC	31.25
	5/12/23	TECHNICAL SUPPORT	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	31.25
	5/12/23	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	62.50
	5/12/23	TECHNICAL SUPPORT	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>150.00</u>
			TOTAL:		275.00
RESERVE ACCOUNT-ACCOUNT#30233498	5/12/23	POSTAGE PAY BY PHONE	WATER	ADMIN OFFICE SUPPLIES	150.00
	5/12/23	POSTAGE PAY BY PHONE	WATER	ACCTS-RECORDS & COLLEC	1,350.00
	5/12/23	POSTAGE PAY BY PHONE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	150.00
	5/12/23	POSTAGE PAY BY PHONE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,350.00
	5/12/23	POSTAGE PAY BY PHONE	ELECTRIC	ADMIN OFFICE SUPPLIES	300.00
	5/12/23	POSTAGE PAY BY PHONE	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>2,700.00</u>
			TOTAL:		6,000.00
RILEY MARK	5/12/23	K9 SCHOOL	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>250.71</u>
			TOTAL:		250.71
SCHAAAP SANITATION	5/12/23	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	119.66
	5/12/23	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	63.38
	5/12/23	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	309.61
	5/12/23	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.73
	5/12/23	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	44.21
	5/12/23	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	150.93
	5/12/23	MONTHLY SERVICE	RECREATION	FIELD HOUSE	197.80
	5/12/23	MONTHLY SERVICE	RECREATION	ICE ARENA	240.95
	5/12/23	MONTHLY SERVICE	RECREATION	PARK AREAS	309.61
	5/12/23	MONTHLY SERVICE	RECREATION	PARK AREAS	104.73
	5/12/23	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	478.96
	5/12/23	MONTHLY SERVICE	RECREATION	10TH STREET PAVILION	182.16
	5/12/23	MONTHLY SERVICE	WATER	O-DISTR MISC	119.40
	5/12/23	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	325.64
	5/12/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	207.74
	5/12/23	MONTHLY SERVICE	LIQUOR	O-GEN MISC	297.58
	5/12/23	MONTHLY SERVICE	AIRPORT	O-GEN MISC	<u>106.27</u>
			TOTAL:		3,363.36
SCHNIEDER STEPHEN	5/12/23	D-7 MUNI SCREENING BOARD M	GENERAL FUND	ENGINEERING ADMIN	<u>142.07</u>
				TOTAL:	142.07
SCHWALBACH ACE #6067	5/12/23	DIAGONAL PILER CHANNEL	ELECTRIC	M-DISTR UNDERGRND LINE	27.99
	5/12/23	CAULK	ELECTRIC	M-DISTR UNDERGRND LINE	24.57
	5/12/23	CAULK	ELECTRIC	M-DISTR UNDERGRND LINE	<u>7.99</u>
			TOTAL:		60.55

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
STUART C IRBY CO	5/12/23	RUBBER GLOVE TESTING	ELECTRIC	O-DISTR MISC	<u>98.55</u>
				TOTAL:	98.55
WALKER ELECTRIC LLC	5/12/23	SERVICE CALL 1102 S. SHORE	ELECTRIC	M-DISTR UNDERGRND LINE	70.00
	5/12/23	LCR INSTALL (10)	ELECTRIC	FA DISTR METERS	1,311.90
	5/12/23	LCR INSTALL	ELECTRIC	FA DISTR METERS	<u>211.20</u>
				TOTAL:	1,593.10
WESCO RECEIVABLES CORP	5/12/23	GLOVE DUST	ELECTRIC	O-DISTR MISC	<u>125.87</u>
				TOTAL:	125.87
WESTMOR INDUSTRIES LLC	5/12/23	FUEL SYSTEM	AIRPORT	O-GEN MISC	<u>4,388.71</u>
				TOTAL:	4,388.71
XIGENT SOULTIONS	5/12/23	COMPUTER HARDWARE	ELECTRIC	FA DISTR STATION EQUIP	1,861.44
	5/12/23	COMPUTER HARDWARD MONITOR	ELECTRIC	FA DISTR STATION EQUIP	<u>494.24</u>
				TOTAL:	2,355.68

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

101	GENERAL FUND	15,330.37
202	MEMORIAL AUDITORIUM	3,058.39
229	RECREATION	9,470.86
401	IMPROVEMENT CONST	914.13
419	TI DIST #7, REDEV AMEND 5	699.47
601	WATER	70,266.70
602	MUNICIPAL WASTEWATER	13,484.64
604	ELECTRIC	10,932.40
606	STORM WATER MANAGEMENT	290.60
609	LIQUOR	1,277.35
612	AIRPORT	4,494.98
703	SAFETY PROMO/LOSS CTRL	250.71

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GRAND TOTAL: 130,470.60  
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## SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-CITY OF WORTHINGTON  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 0/00/0000 THRU 99/99/9999  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 4/04/2023 THRU 5/12/2023  
CHECK DATE: 5/12/2023 THRU 5/12/2023

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PAYROLL SELECTION

PAYROLL EXPENSES: NO  
EXPENSE TYPE: N/A  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

PRINT DATE: Check Date  
SEQUENCE: By Vendor Sort  
DESCRIPTION: Distribution  
GL ACCTS: NO  
REPORT TITLE: C O U N C I L   R E P O R T 5/12/2023  
SIGNATURE LINES: 0

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PACKET OPTIONS

INCLUDE REFUNDS: NO  
INCLUDE OPEN ITEM:NO

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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ACLARA TECHNOLOGIES LLC	5/19/23	ONE MAINTENACE YEARLY-2024	WATER	NON-DEPARTMENTAL	659.51
	5/19/23	ONE MAINTENACE YEARLY	WATER	ACCTS-RECORDS & COLLEC	1,319.12
	5/19/23	ONE MAINTENACE YEARLY-2024	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	659.50
	5/19/23	ONE MAINTENACE YEARLY	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,319.12
	5/19/23	ONE MAINTENACE YEARLY-2024	ELECTRIC	NON-DEPARTMENTAL	3,957.19
	5/19/23	ONE MAINTENACE YEARLY	ELECTRIC	ACCTS-METER READING	5,276.40
	5/19/23	ONE MAINTENACE YEARLY	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>2,638.16</u>
				TOTAL:	15,829.00
ADRIAN AUTO SERVICE LLC	5/19/23	ICR#23-1888 TOWING MAILBU	GENERAL FUND	POLICE ADMINISTRATION	163.00
	5/19/23	ICR#23-2243 TOWING GRANDPR	GENERAL FUND	POLICE ADMINISTRATION	<u>135.00</u>
				TOTAL:	298.00
ALL TRAFFIC SOLUTIONS INC	5/19/23	APP TRAFFIC SUITE ANNUAL	GENERAL FUND	POLICE ADMINISTRATION	<u>1,500.00</u>
				TOTAL:	1,500.00
ALLEGIANTE UTILITY SERVICES LLC	5/19/23	LCR INSTALLS 2/16-2/28/23	ELECTRIC	FA DISTR METERS	1,088.00
	5/19/23	LCR INSTALLS 3/1-3/15/23	ELECTRIC	FA DISTR METERS	4,216.00
	5/19/23	LCR INSTALLS 3/16-3/31/23	ELECTRIC	FA DISTR METERS	3,128.00
	5/19/23	LCR INSTALLS 4/16-4/30/23	ELECTRIC	FA DISTR METERS	<u>272.00</u>
				TOTAL:	8,704.00
AMERICAN BOTTLING COMPANY	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>187.40</u>
				TOTAL:	187.40
ANDERSON ALIGNMENT	5/19/23	UNIT #316 DOT INSPECT & SE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	274.56
	5/19/23	UNIT #316 DOT INSPECT & SE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	299.90
	5/19/23	UNIT #316 TUNE UP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	332.60
	5/19/23	UNIT #316 TUNE UP	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	<u>386.26</u>
				TOTAL:	1,293.32
APPLIED CONCEPTS INC	5/19/23	RADAR REPAIR	GENERAL FUND	POLICE ADMINISTRATION	503.50
	5/19/23	RADAR REPAIR	GENERAL FUND	POLICE ADMINISTRATION	<u>127.50</u>
				TOTAL:	631.00
ARAMARK	5/19/23	4 WEEK TOWEL SERVICE DELIV	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>168.13</u>
				TOTAL:	168.13
ARNOLD MOTOR SUPPLY LLP	5/19/23	AIRPORT KABOTA MOWER	AIRPORT	O-GEN MISC	<u>13.75</u>
				TOTAL:	13.75
ARTISAN BEER COMPANY	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	1,017.80
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>272.65</u>
				TOTAL:	1,290.45
ATLANTIC BOTTLING COMPANY	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>333.00</u>
				TOTAL:	333.00
AXON ENTERPRISE INC	5/19/23	TASER INSTRUCTOR	GENERAL FUND	POLICE ADMINISTRATION	<u>990.00</u>
				TOTAL:	990.00
BEVERAGE WHOLESALERS INC	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	9,976.75
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	0.01
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	7,803.80
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	10,946.02
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>15,484.38</u>

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>86.00-</u>
				TOTAL:	44,124.96
BILLION AUTOMOTIVE	5/19/23	504 PARTS	RECREATION	PARK AREAS	338.14
	5/19/23	#504	RECREATION	PARK AREAS	<u>335.14-</u>
				TOTAL:	3.00
BLUEPEAK	5/19/23	INTERNET	GENERAL FUND	FIRE ADMINISTRATION	94.99
	5/19/23	CAL INTERNET APRIL	GENERAL FUND	CENTER FOR ACTIVE LIVI	142.97
	5/19/23	CAL INTERNET MAY	GENERAL FUND	CENTER FOR ACTIVE LIVI	152.97
	5/19/23	PHONE AND INTERNET	RECREATION	ICE ARENA	<u>115.00</u>
				TOTAL:	505.93
BOLTON & MENK INC	5/19/23	PROFESSIONAL SERV-CHLORIDE	MUNICIPAL WASTEWAT	O-PURIFY MISC	841.50
	5/19/23	WWTF FAC IMPROVE-CONSTRUCT	MUNICIPAL WASTEWAT	FA PURIFY STRUCTURES	24,862.85
	5/19/23	INDUSTRIAL WWTF PLAN	INDUSTRIAL WASTEWAT	O-PURIFY MISC	1,291.50
	5/19/23	AIRPORT MASTER PLAN	AIRPORT	PROJECT #4	2,075.00
	5/19/23	RUNWAY REIL REPLACEMENT	AIRPORT	PROJECT #6	1,400.00
	5/19/23	BITUMINOUS APRON PAVEMENT	AIRPORT	PROJECT #7	<u>550.00</u>
				TOTAL:	31,020.85
BRAU BROTHERS BREWING COMPANY LLC	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>170.00</u>
				TOTAL:	170.00
BREAKTHRU BEVERAGE MINNESOTA BEER LLC	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,717.10
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	236.14
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	528.00
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	376.00
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	72.00
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,260.43
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	120.00
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	36.90
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	709.81-
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	77.41
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	14.80
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	7.40
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	57.97
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>20.35-</u>
				TOTAL:	6,785.09
MARK ROBERT BRODIN	5/19/23	APRIL 2023 BILLING AV	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>3,000.00</u>
				TOTAL:	3,000.00
BUFFALO BILLFOLD COMPANY	5/19/23	COMM WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	<u>500.00</u>
				TOTAL:	500.00
CARLSON & STEWART REFRIGERATION	5/19/23	OPEN AIR COOLER REPAIR	LIQUOR	O-GEN MISC	<u>891.70</u>
				TOTAL:	891.70
CHAMBER OF COMMERCE	5/19/23	LODGING TAX JANUARY	GENERAL FUND	LODGING TAX/TOURISM	11,422.71
	5/19/23	LODGING TAX FEBRUARY	GENERAL FUND	LODGING TAX/TOURISM	10,913.31
	5/19/23	LODGING TAX MARC	GENERAL FUND	LODGING TAX/TOURISM	<u>11,870.74</u>
				TOTAL:	34,206.76



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CINTAS CORP	5/19/23	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>56.00</u>
				TOTAL:	56.00
CITY OF WORTHINGTON	5/19/23	CASH CHANGE INCREASE ENGIN	GENERAL FUND	NON-DEPARTMENTAL	<u>150.00</u>
				TOTAL:	150.00
COMPUTER LODGE LLC	5/19/23	ONSITE SERVICVE	LIQUOR	O-GEN MISC	<u>110.00</u>
				TOTAL:	110.00
CORE & MAIN LP	5/19/23	FIRE HYDRANT TRAFFIC REPAI	WATER	M-TRANS HYDRANTS	<u>508.41</u>
				TOTAL:	508.41
CUPERUS JILL	5/19/23	CINCO DE MAYO/PIANO FOOD	GENERAL FUND	CENTER FOR ACTIVE LIVI	148.44
	5/19/23	REIMBURSE PIANO NIGHT	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>41.40</u>
				TOTAL:	189.84
DAKOTA SUPPLY GROUP INC	5/19/23	3-6" GATE VALVES W/VALVE B	WATER	M-TRANS MAINS	3,667.53
	5/19/23	LUGS & FUSES FOR 2023 PROJ	ELECTRIC	FA DISTR UNDRGRND COND	763.50
	5/19/23	METER SOCKETS	ELECTRIC	FA DISTR METERS	1,841.52
	5/19/23	PVC CAPS FOR LCR'S	ELECTRIC	FA DISTR METERS	1,786.67
	5/19/23	METER WIRE	ELECTRIC	FA DISTR METERS	<u>252.07</u>
				TOTAL:	8,311.29
DEGROOT REPAIR LLC	5/19/23	FIRE #2 BATTERIES	GENERAL FUND	FIRE ADMINISTRATION	536.85
	5/19/23	REPAIRS TO RESCUE TRUCK	GENERAL FUND	FIRE ADMINISTRATION	<u>279.49</u>
				TOTAL:	816.34
DEPARTMENT OF TRANSPORTATION	5/19/23	HANGER LOAN PMT	AIRPORT	NON-DEPARTMENTAL	<u>920.00</u>
				TOTAL:	920.00
DITCH WITCH UNDERCON	5/19/23	PUSHER PARTS	ELECTRIC	O-DISTR MISC	<u>57.64</u>
				TOTAL:	57.64
DOLL DISTRIBUTING LLC	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	15,860.15
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	33.60
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	2,556.65
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	14,354.68
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	140.00
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	84.00
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	<u>2,309.15</u>
				TOTAL:	35,338.23
DUBOIS CHEMICALS INC	5/19/23	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	11,353.00
	5/19/23	SODA ASH	INDUSTRIAL WASTEWA	O-PURIFY MISC	<u>11,385.83</u>
				TOTAL:	22,738.83
ECHO GROUP INC	5/19/23	LIGHT BULBS	GENERAL FUND	CENTER FOR ACTIVE LIVI	87.00
	5/19/23	FITTINGS	ELECTRIC	M-DISTR ST LITE & SIG	9.87
	5/19/23	GROUND WIRE	ELECTRIC	M-DISTR ST LITE & SIG	<u>263.39</u>
				TOTAL:	360.26
ELECTRIC MOTOR CO	5/19/23	FAN MOTOR REPAIR EQ BLDG M	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	48.00
	5/19/23	FAN MOTOR REPAIR EQ BLDG M	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	<u>78.00</u>
				TOTAL:	126.00
ENVIRONMENTAL EQUIPMENT & SERVICE INC	5/19/23	#408 SWEEPER HOSE AND SWIT	STORM WATER MANAGE	STREET CLEANING	707.21

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	707.21
FASTENAL COMPANY	5/19/23	STAGE SUPPLIES	GENERAL FUND	OTHER GEN GOVT MISC	106.01
	5/19/23	GOGGLES	RECREATION	SWIMMING BEACHES	4.89
	5/19/23	PLUGS	RECREATION	SOCCER COMPLEX	1.17
	5/19/23	CEMENT BIT	RECREATION	PARK AREAS	35.41
	5/19/23	PAVILLION	RECREATION	10TH STREET PAVILION	4.26
				TOTAL:	151.74
FERGUSON ENTERPRISES LLC #1657	5/19/23	PVC GLUE	ELECTRIC	M-DISTR UNDERGRND LINE	250.61
				TOTAL:	250.61
FIFE WATER SERVICES INC	5/19/23	CHEMICALS	INDUSTRIAL WASTEWA	O-PURIFY MISC	20,465.04
				TOTAL:	20,465.04
FLAHERTY & HOOD PA	5/19/23	LABOR & EMPLOY CONSULT SER	LIQUOR	O-GEN MISC	1,728.75
				TOTAL:	1,728.75
GITCH GEAR LLC	5/19/23	BOTTLE OPEN MERCH	LIQUOR	NON-DEPARTMENTAL	90.00
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	8.00
				TOTAL:	98.00
GRAHAM TIRE OF WORTHINGTON INC	5/19/23	KUBOTA MOWER TIRE	RECREATION	PARK AREAS	30.39
				TOTAL:	30.39
GRIMMIUS NATHAN	5/19/23	CAPSTONE INTERNSHIP	GENERAL FUND	POLICE ADMINISTRATION	1,312.00
				TOTAL:	1,312.00
HAWKINS INC	5/19/23	1495 LBS CHLORINE	WATER	O-PURIFY	1,439.25
				TOTAL:	1,439.25
HERITAGE PROFESSIONAL PRODUCTS GROUP	5/19/23	FERTALIZER	RECREATION	BALLFIELD MAINTENANCE	856.26
	5/19/23	FERTALIZER	RECREATION	SOCCER COMPLEX	1,862.71
				TOTAL:	2,718.97
THE HOME CITY ICE COMPANY	5/19/23	ICE	LIQUOR	NON-DEPARTMENTAL	151.74
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	5.25
				TOTAL:	156.99
HOPE HAVEN INC	5/19/23	CLEANING	GENERAL FUND	CENTER FOR ACTIVE LIVI	41.75
				TOTAL:	41.75
INDEPENDENT SCHOOL DISTRICT #518	5/19/23	MEDIACOM APRIL 2023 PAYMEN	CABLE TELEVISION	CABLE	3,370.71
				TOTAL:	3,370.71
INTEGRITY AVIATION INC	5/19/23	MAY MANAGEMENT FEE	AIRPORT	O-GEN MISC	2,312.00
				TOTAL:	2,312.00
J & K WINDOWS	5/19/23	WINDOW CLEANING CITY HALL	GENERAL FUND	GENERAL GOVT BUILDINGS	720.00
	5/19/23	MONTHLY WINDOW CLEANING	LIQUOR	O-GEN MISC	145.00
				TOTAL:	865.00
JERRY'S AUTO SUPPLY OF WORTHINGTON INC	5/19/23	KUBOTA MOWER	RECREATION	PARK AREAS	47.85
	5/19/23	KUBOTA BELTS	RECREATION	PARK AREAS	93.69
				TOTAL:	141.54

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JOHNSON BROTHERS LIQUOR CO	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	12,386.46
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	6,645.11
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	37.00
	5/19/23	BEER	LIQUOR	NON-DEPARTMENTAL	216.00
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,904.22
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	3,028.42
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	195.90
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	5.56-
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	17.67-
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	42.00-
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	14.00-
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	7.78-
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	138.45
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	168.30
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	99.51
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	99.00
	TOTAL:				27,831.36
KEITH MERRICK COMPANY	5/19/23	WATERPARK BANNERS	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	402.00
	TOTAL:				402.00
KEYMEDIA SOLUTIONS, LLC	5/19/23	GOOGLE ANALYTICS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	1,200.00
	5/19/23	ADVERTISING	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	5,000.00
	TOTAL:				6,200.00
LARSON CRANE SERVICE INC	5/19/23	8TH AVE ST/UTILITY IMPROVE	IMPROVEMENT CONST	NON-DEPARTMENTAL	1,884.42-
	5/19/23	8TH AVE ST/UTILITY IMPROVE	IMPROVEMENT CONST	8TH AV-9TH TO DEAD END	16,160.25
	5/19/23	8TH AVE ST/UTILITY IMPROVE	WATER	PROJECT #11	21,528.25
	TOTAL:				35,804.08
LEAGUE OF MN CITIES INSURANCE TRUST	5/19/23	INSURANCE CLAIM	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	289.30
	TOTAL:				289.30
LLOYD MANAGEMENT INC	5/19/23	COMM WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
	5/19/23	COMM WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
	TOTAL:				1,000.00
MACDOCTORS	5/19/23	RESET POWER MANAGEMENT LAP	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	56.64
	TOTAL:				56.64
MARS COMPANY	5/19/23	N. HUMISTON	WATER	PROJECT #11	1,222.78
	5/19/23	LIBERTY & PERSHING	WATER	PROJECT #11	1,915.01
	5/19/23	GRAND AVE	WATER	PROJECT #11	954.98
	5/19/23	SHELL ST.	WATER	PROJECT #11	960.03
	TOTAL:				5,052.80
MIDWEST ALARM COMPANY INC	5/19/23	BRIVO SYSTEM ANNUAL APP AC	GENERAL FUND	FIRE ADMINISTRATION	6,077.08
	5/19/23	OFFICE MONITOR REPAIR LABO	LIQUOR	O-GEN MISC	263.18
	TOTAL:				6,340.26
MINNESOTA ENERGY RESOURCES CORP	5/19/23	MONTHLY SERVICE	WATER	O-PURIFY MISC	285.65
	5/19/23	MONTHLY SERVICE	WATER	O-DISTR MISC	156.61
	5/19/23	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	156.62
	TOTAL:				598.88
MISCELLANEOUS V MORALES JUAN	5/19/23	REFUND OF SHELTER RENTAL	RECREATION	NON-DEPARTMENTAL	40.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VELASQUEZ LOPEZ, ERIKA	5/19/23	REFUND BAND SHELL DEPOSIT	RECREATION	NON-DEPARTMENTAL	75.00
VELASQUEZ LOPEZ, ERIKA	5/19/23	REFUND BAND SHELL RENTAL F	RECREATION	NON-DEPARTMENTAL	50.00
VELASQUEZ LOPEZ, ERIKA	5/19/23	REFUND CHAUTAUQUA DEPOSIT	RECREATION	NON-DEPARTMENTAL	75.00
KASSA TAD	5/19/23	RES WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
LEYVA SARAIDA	5/19/23	RES WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
ZAVALA RAMIREZ, MIGUEL	5/19/23	RES WATER SOFTENER REBATE	MUNICIPAL WASTEWAT	O-PURIFY MISC	500.00
LIGASAN AALIYAH	5/19/23	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	71.48
RESENDIZ LESLIE	5/19/23	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	24.72
STREET READIA	5/19/23	REFUND OF CREDITS-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	2.00
DYKE	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
FLYNN JESSE	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
L'ABBE ERIC	5/19/23	CUSTOMER REBATE-LED BULBS	ELECTRIC	CUSTOMER INSTALL EXPEN	18.00
MOORE LINDA S	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
PALMER DAVID	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
POMRENKE GLENDEN	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
SCHWARTZ KAREN	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
STOCK CRAIG	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
TANG HUE	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
TERHARK LESLIE	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
WINTZ CHARLENE	5/19/23	QUALITY INSTALL AIR CONDIT	ELECTRIC	CUSTOMER INSTALL EXPEN	600.00
LIGASAN AALIYAH	5/19/23	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	1.66
				TOTAL:	4,707.86
MOETIVATIONS, INC	5/19/23	DISPATCH TRAINING	GENERAL FUND	SECURITY CENTER	114.84
	5/19/23	DISPATCH TRAINING	GENERAL FUND	SECURITY CENTER	114.85
				TOTAL:	229.69
MTI DISTRIBUTING INC	5/19/23	RANSDUCER PRESSURE	RECREATION	SOCCER COMPLEX	243.68
	5/19/23	COUPLER PARKS	RECREATION	SOCCER COMPLEX	0.59
				TOTAL:	244.27
NEW VISION CO-OP	5/19/23	WEED SPRAY	STORM WATER MANAGE	STORM DRAINAGE	1,530.06
				TOTAL:	1,530.06
NICOLE R KEMPEMA	5/19/23	MS MOVIE APRIL 8TH 11TH	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	275.09
	5/19/23	ARTRAGEOUS APRIL 15	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	291.26
	5/19/23	WMS BAND CONCERT APRIL 19	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	169.91
	5/19/23	GONE COUNTRY APRIL 23	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	194.18
	5/19/23	WMS CHOIR CONCERT MAY 5	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.73
	5/19/23	WHS CHOIR CONCERT MAY 6	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	258.90
	5/19/23	FABULOUS ARMADILLOS MAY 7	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	242.73
	5/19/23	BRULE MAY 8,9 AND 11	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	258.90
	5/19/23	DOLLARS FOR SCHOLARS MAY 1	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	121.35
				TOTAL:	2,055.05
NOBLES COOPERATIVE ELECTRIC	5/19/23	RANGE ELECTRICITY	GENERAL FUND	SECURITY CENTER	18.88
	5/19/23	RANGE ELECTRICITY	GENERAL FUND	SECURITY CENTER	18.88
	5/19/23	CITY SIGNS	GENERAL FUND	SIGNS AND SIGNALS	42.95
	5/19/23	CITY SIGNS	GENERAL FUND	SIGNS AND SIGNALS	39.76
	5/19/23	ELECTRIC SERVICE	RECREATION	GOLF COURSE-GREEN	390.29
	5/19/23	ELECTRIC BACKUP	INDUSTRIAL WASTEWA	O-PURIFY MISC	100.00
	5/19/23	AIRPORT SIGN	AIRPORT	O-GEN MISC	59.28
				TOTAL:	670.04
NOBLES COUNTY AUDITOR/TREASURER	5/19/23	LEASE PAYMENT JUNE	WATER	O-DISTR RENTS	163.80
	5/19/23	LEASE PAYMENT JUNE	WATER	ADMIN RENT	327.61

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/19/23	LEASE PAYMENT JUNE	MUNICIPAL WASTEWAT	O-PURIFY MISC	131.04
	5/19/23	LEASE PAYMENT JUNE	MUNICIPAL WASTEWAT	ADMIN RENT	262.09
	5/19/23	LEASE PAYMENT JUNE	ELECTRIC	O-DISTR RENTS	786.26
	5/19/23	LEASE PAYMENT JUNE	ELECTRIC	ADMIN RENT	<u>1,605.27</u>
				TOTAL:	3,276.07
NOBLES COUNTY ENVIRONMENTAL SERVICES	5/19/23	LIGHT BULB RECYCLING	RECREATION	ICE ARENA	<u>84.00</u>
				TOTAL:	84.00
OFFICE OF MNIT SERVICES	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ADMINISTRATION	29.56
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	CLERK'S OFFICE	38.22
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ACCOUNTING	28.71
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ENGINEERING ADMIN	94.23
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	3.67
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	3.67
	5/19/23	MONTHLY VOICE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	39.45
	5/19/23	MONTHLY VOICE SERVICE	RECREATION	FIELD HOUSE	58.70
	5/19/23	MARCH 2023 VOICE SERVICES	WATER	O-PUMPING	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	WATER	O-PUMPING	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	WATER	O-DISTR MISC	39.61
	5/19/23	APRIL 2023 VOICE SERVICES	WATER	O-DISTR MISC	39.62
	5/19/23	MARCH 2023 VOICE SERVICES	WATER	ADMIN OFFICE SUPPLIES	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	WATER	ADMIN OFFICE SUPPLIES	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	WATER	ACCTS-RECORDS & COLLEC	24.86
	5/19/23	APRIL 2023 VOICE SERVICES	WATER	ACCTS-RECORDS & COLLEC	24.86
	5/19/23	MARCH 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	O-PURIFY MISC	27.70
	5/19/23	APRIL 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	O-PURIFY MISC	27.70
	5/19/23	MARCH 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	27.70
	5/19/23	APRIL 2023 VOICE SERVICES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	27.70
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	O-SOURCE MISC	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	O-SOURCE MISC	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	O-DISTR SUPER & ENG	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	O-DISTR SUPER & ENG	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	O-DISTR STATION EXPENS	38.56
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	O-DISTR STATION EXPENS	38.57
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	O-DISTR MISC	12.80
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	O-DISTR MISC	12.80
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	ADMIN OFFICE SUPPLIES	13.32
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	ADMIN OFFICE SUPPLIES	13.32
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	ACCTS-RECORDS & COLLEC	74.43
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	ACCTS-RECORDS & COLLEC	74.61
	5/19/23	MARCH 2023 VOICE SERVICES	ELECTRIC	ACCTS-ASSISTANCE	14.79
	5/19/23	APRIL 2023 VOICE SERVICES	ELECTRIC	ACCTS-ASSISTANCE	14.65
	5/19/23	MONTHLY DIRECTORY	DATA PROCESSING	DATA PROCESSING	49.73
	5/19/23	MONTHLY VOICE SERVICE	DATA PROCESSING	DATA PROCESSING	<u>30.08</u>
				TOTAL:	1,077.22
ONE OFFICE SOLUTION-WOCITY	5/19/23	TONER CARTRIDGE	GENERAL FUND	ACCOUNTING	120.99
	5/19/23	FOLDERS	GENERAL FUND	ENGINEERING ADMIN	15.51
	5/19/23	BATTERIES	GENERAL FUND	ENGINEERING ADMIN	25.68
	5/19/23	FOLDERS	GENERAL FUND	ECONOMIC DEVELOPMENT	15.51
	5/19/23	PRINTER CARTRIDGE	GENERAL FUND	ECONOMIC DEVELOPMENT	119.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/19/23	TISSUES	GENERAL FUND	GENERAL GOVT BUILDINGS	34.42
	5/19/23	LINERS	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	134.94
	5/19/23	TONER CARTRIDGE	DATA PROCESSING	DATA PROCESSING	<u>120.99</u>
				TOTAL:	588.03
ONE OFFICE SOLUTION-WOPOLI	5/19/23	PAPER	GENERAL FUND	CODE ENFORCEMENT	<u>50.20</u>
				TOTAL:	50.20
ONE OFFICE SOLUTION-WOUTIL	5/19/23	INDEX DIVIDERS, PENS	WATER	ACCTS-RECORDS & COLLEC	11.09
	5/19/23	INDEX DIVIDERS, PENS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	11.09
	5/19/23	CARTRIDGES	ELECTRIC	ADMIN OFFICE SUPPLIES	187.61
	5/19/23	INDEX DIVIDERS, PENS	ELECTRIC	ACCTS-RECORDS & COLLEC	<u>22.19</u>
				TOTAL:	231.98
OPG-3 INC	5/19/23	LASERFICHE SCANNER	GENERAL FUND	CLERK'S OFFICE	985.00
	5/19/23	LASERFICHE SCANNER	DATA PROCESSING	DATA PROCESSING	<u>985.00</u>
				TOTAL:	1,970.00
OPTUM FINANCIAL INC	5/19/23	HSA- ADMIN FEE APRIL	GENERAL FUND	GENERAL GOVT BUILDINGS	<u>168.75</u>
				TOTAL:	168.75
PALMA CUSTOMS & AUTO SALES LLC	5/19/23	23-1889 TOWING KIA	GENERAL FUND	POLICE ADMINISTRATION	68.00
	5/19/23	23-2237 TOWING KIA SPECTRA	GENERAL FUND	POLICE ADMINISTRATION	145.63
	5/19/23	23-2266 TOWING EXPLORER	GENERAL FUND	POLICE ADMINISTRATION	161.81
	5/19/23	23-2308 TOWING IMPALA	GENERAL FUND	POLICE ADMINISTRATION	68.00
	5/19/23	23-2319 TOWING ENVOY	GENERAL FUND	POLICE ADMINISTRATION	145.63
	5/19/23	23-2568 TOWING AVENGER	GENERAL FUND	POLICE ADMINISTRATION	<u>145.63</u>
				TOTAL:	734.70
PAUSTIS WINE COMPANY	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	1,317.30
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>22.50</u>
				TOTAL:	1,339.80
PEPSI COLA BOTTLING CO OF PIPESTONE, M	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	51.00
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	106.50
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>28.00</u>
				TOTAL:	185.50
PHILLIPS WINE & SPIRITS INC	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,837.04
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	619.45
	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	60.00
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	8,159.85
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	511.16
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	123.10
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	23.93
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	130.04
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>22.45</u>
				TOTAL:	15,487.02
PLUNKETTS PEST CONTROL INC	5/19/23	MONTHLY PEST CONTROL	LIQUOR	O-GEN MISC	86.57
	5/19/23	MONTHLY PEST CONTROL	LIQUOR	O-GEN MISC	<u>86.57</u>
				TOTAL:	173.14
BRIAN POWERS	5/19/23	APRIL BOILER CHECK	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	<u>300.00</u>
				TOTAL:	300.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RECREATION SUPPLY COMPANY INC	5/19/23	LIFE JACKETS	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	<u>1,701.15</u>
				TOTAL:	1,701.15
RED BULL DISTRIBUTION COMPANY INC	5/19/23	MIX	LIQUOR	NON-DEPARTMENTAL	<u>143.52</u>
				TOTAL:	143.52
REESCO	5/19/23	METER CLAMPS-2023 PROJECTS	ELECTRIC	FA DISTR METERS	<u>455.27</u>
				TOTAL:	455.27
RILEY MARK	5/19/23	K9 SCHOOL	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>331.96</u>
				TOTAL:	331.96
RONS REPAIR INC	5/19/23	STREET #407 PARTS	GENERAL FUND	PAVED STREETS	<u>40.93</u>
				TOTAL:	40.93
ROSE RENTALS LLC	5/19/23	PORTAPOTS OLSON PARK	RECREATION	OLSON PARK CAMPGROUND	<u>210.00</u>
				TOTAL:	210.00
ROUND LAKE VINEYARDS & WINERY LLC	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	<u>300.00</u>
				TOTAL:	300.00
RUNNINGS SUPPLY INC-ACCT#9502440	5/19/23	STRAP & GASKET	ELECTRIC	M-DISTR UNDERGRND LINE	10.17
	5/19/23	GRASS SEED	ELECTRIC	M-DISTR UNDERGRND LINE	<u>128.97</u>
				TOTAL:	139.14
RUNNINGS SUPPLY INC-ACCT#9502485	5/19/23	MOBILE STAGE ITEMS	GENERAL FUND	OTHER GEN GOVT MISC	145.95
	5/19/23	SHOP USE - FITTINGG, GLOVE	GENERAL FUND	PAVED STREETS	94.44
	5/19/23	FITTING WASH BAY	GENERAL FUND	PAVED STREETS	6.99
	5/19/23	TRIMMER AND BATTERY	RECREATION	SOCCER COMPLEX	159.99
	5/19/23	RED COLOR	RECREATION	SOCCER COMPLEX	1.69
	5/19/23	PLUGS PIPE TREAD	RECREATION	SOCCER COMPLEX	15.77
	5/19/23	TRASH GRABBERS	RECREATION	PARK AREAS	24.99
	5/19/23	FLOWERS	RECREATION	PARK AREAS	239.94
	5/19/23	HELMET LANCE	RECREATION	TREE REMOVAL	89.99
	5/19/23	LANDSCAPE STAPLES	STORM WATER MANAGE	STORM DRAINAGE	<u>35.96</u>
				TOTAL:	815.71
SANFORD HEALTH-OCC MED	5/19/23	HEP B VACCINATION	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>188.00</u>
				TOTAL:	188.00
SCHOLTES MOTORS INC	5/19/23	SERVICE #104	ELECTRIC	O-DISTR SUPER & ENG	<u>94.92</u>
				TOTAL:	94.92
SCHWALBACH ACE 5930	5/19/23	HAMMER FGLS 40OZ	RECREATION	SOCCER COMPLEX	27.99
	5/19/23	REDUCER	RECREATION	SOCCER COMPLEX	5.99
	5/19/23	HOSE BARB	RECREATION	SOCCER COMPLEX	3.59
	5/19/23	TRASH GRABBERS	RECREATION	PARK AREAS	107.96
	5/19/23	BRUSH	RECREATION	PARK AREAS	<u>10.99</u>
				TOTAL:	156.52
SHINE BROS CORP OF MINN	5/19/23	STAGE SUPPLIES	GENERAL FUND	OTHER GEN GOVT MISC	<u>29.38</u>
				TOTAL:	29.38
SHORT ELLIOTT HENDRICKSON INC	5/19/23	OLSON PED BRIDGE	RECREATION	PARK AREAS	7,249.12
	5/19/23	OXFORD STREET PROJECT	IMPROVEMENT CONST	OXFORD STREET RECON	5,917.11
	5/19/23	STORMWATER MANAGEMENT PLAN	STORM WATER MANAGE	PROJECT #7	2,400.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/19/23	ROOF STATE GRANT	AIRPORT	O-GEN MISC	<u>2,560.00</u>
				TOTAL:	18,126.23
SMALL LOT MN LLC	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,096.86
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	92.04
	5/19/23	FRIEGHT	LIQUOR	O-SOURCE MISC	<u>9.00</u>
				TOTAL:	1,197.90
SOUTHERN GLAZER'S WINE AND SPIRITS LL	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	449.95
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,418.59
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	144.00
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,508.10
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	181.35
	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	1,020.87
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	224.90
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	575.60
	5/19/23	LIQUOR	LIQUOR	NON-DEPARTMENTAL	11,120.00
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	7.71
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	53.93
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	156.79
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	44.40
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	4.81
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	9.25
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>296.00</u>
				TOTAL:	27,219.95
SOUTHWEST HEARING TECHNOLOGIES INC	5/19/23	POLICE EAR MOLD	GENERAL FUND	POLICE ADMINISTRATION	<u>75.00</u>
				TOTAL:	75.00
STUART C IRBY CO	5/19/23	REPLACEMENT HANDHOLE-LIGHT ELECTRIC		M-DISTR ST LITE & SIG	<u>347.16</u>
				TOTAL:	347.16
THE GLOBE	5/19/23	NEWSPAPERS	LIQUOR	O-GEN MISC	<u>28.96</u>
				TOTAL:	28.96
THINER, ANGELA	5/19/23	CLERKS INSTITUTE	GENERAL FUND	CLERK'S OFFICE	<u>260.32</u>
				TOTAL:	260.32
THOMSON REUTERS - WEST	5/19/23	CLEAR DATABASE CHARGES APR	GENERAL FUND	POLICE ADMINISTRATION	<u>274.39</u>
				TOTAL:	274.39
TITAN MACHINERY INC	5/19/23	OFF-PEAK LIGHTING	ELECTRIC	CUSTOMER INSTALL EXPEN	<u>536.11</u>
				TOTAL:	536.11
TK ELEVATOR	5/19/23	MAINTENANCE FOR ELEVATOR	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>483.83</u>
				TOTAL:	483.83
TRI-STATE GENERAL CONTRACTING	5/19/23	FIELD HOUSE RENOVATIONS PH RECREATION		NON-DEPARTMENTAL	<u>79,962.08</u>
				TOTAL:	79,962.08
TRI-STATE RENTAL CENTER	5/19/23	ROTORY HAMMER AND BITS	RECREATION	10TH STREET PAVILION	<u>29.00</u>
				TOTAL:	29.00
VETERINARY MEDICAL CTR PA	5/19/23	DOG FOOD, BRAVETO, DASUQUI	GENERAL FUND	POLICE ADMINISTRATION	339.91



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	339.91
VINOCOPIA INC	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	2,059.36
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>40.00</u>
				TOTAL:	2,099.36
WALKER ELECTRIC LLC	5/19/23	REPAIR SPEED CART	GENERAL FUND	POLICE ADMINISTRATION	15.50
	5/19/23	REPAIR SPEED CART	GENERAL FUND	POLICE ADMINISTRATION	105.00
	5/19/23	2-LCR INSTALLS	ELECTRIC	FA DISTR METERS	<u>174.08</u>
				TOTAL:	294.58
JACOB WALKER	5/19/23	K9 RECERTIFICATION	GENERAL FUND	POLICE ADMINISTRATION	<u>55.41</u>
				TOTAL:	55.41
WESCO RECEIVABLES CORP	5/19/23	PULLING CABLE	ELECTRIC	O-DISTR MISC	<u>401.56</u>
				TOTAL:	401.56
WINE MERCHANTS	5/19/23	WINE	LIQUOR	NON-DEPARTMENTAL	240.00
	5/19/23	FREIGHT	LIQUOR	O-SOURCE MISC	<u>3.96</u>
				TOTAL:	243.96
WORTHINGTON FOOTWEAR & REPAIR	5/19/23	STEEL TOE BOOTS-BYRNE	ELECTRIC	O-DISTR MISC	<u>198.00</u>
				TOTAL:	198.00
WORTHINGTON HOTEL GROUP LLC	5/19/23	UTILITY REIMBURSEMENT	EVENT CENTER	EVENT CENTER	<u>2,267.14</u>
				TOTAL:	2,267.14
YMCA	5/19/23	CAL MGMT APRIL	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,300.00
	5/19/23	CAL MGMT APRIL	GENERAL FUND	CENTER FOR ACTIVE LIVI	3,000.83
	5/19/23	2023 CONTRACT PAYMENT MAY	RECREATION	RECREATION PROGRAMS	5,110.00
	5/19/23	APRIL 23 AQUATIC DIRECTOR	RECREATION	AQUATIC CENTER FACILIT	<u>1,500.00</u>
				TOTAL:	10,910.83

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

101	GENERAL FUND	56,659.01
202	MEMORIAL AUDITORIUM	11,746.63
214	EVENT CENTER	2,267.14
229	RECREATION	98,820.98
401	IMPROVEMENT CONST	20,192.94
431	AQUATIC CENTER FACILITY	2,103.15
601	WATER	35,299.78
602	MUNICIPAL WASTEWATER	32,836.64
604	ELECTRIC	34,232.12
605	INDUSTRIAL WASTEWATER	44,595.37
606	STORM WATER MANAGEMENT	4,673.23
609	LIQUOR	167,873.22
612	AIRPORT	9,890.03
702	DATA PROCESSING	1,185.80
703	SAFETY PROMO/LOSS CTRL	809.26
872	CABLE TELEVISION	3,370.71

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 GRAND TOTAL: 526,556.01  
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VENDOR SET: 01 CITY OF WORTHINGTON  
BANK: 1 FIRST STATE BANK SOUTHWES  
DATE RANGE: 5/18/2023 THRU 5/18/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
F00122	FIRST STATE BANK SOUTHWEST	D	5/18/2023			001968		13,182.63
M00115	MISSOURI RIVER ENERGY SERVICES	D	5/18/2023			001969		1,204,845.33
IS00202	STATE OF MINNESOTA DEPT OF REV	R	5/18/2023			118470		110,146.00

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		1	110,146.00	0.00	110,146.00
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		2	1,218,027.96	0.00	1,218,027.96
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00			
	VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01	BANK: 1	TOTALS: 3	1,328,173.96	0.00	1,328,173.96
BANK: 1	TOTALS:	3	1,328,173.96	0.00	1,328,173.96
REPORT TOTALS:		3	1,328,173.96	0.00	1,328,173.96