

# **WORTHINGTON CITY COUNCIL**

## **AGENDA**

**7:00 P.M. - Monday, June 9, 2014**

**City Hall Council Chambers**

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. INTRODUCTIONS AND OPENING REMARKS**
- C. PUBLIC HEARING - CONSIDERATION OF ORDER TO ABATE NUISANCE - PUBLIC SAFETY CASE ITEM 1 (TAN)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- D. PUBLIC HEARING - HRA REVENUE BOND PROJECT - COMMUNITY/ ECONOMIC DEVELOPMENT CASE ITEM 1 (GRAY)**
  - 1. Open Hearing
  - 2. Hearing Presentation
  - 3. Testimony
  - 4. Close Hearing
  - 5. Action on Hearing
- E. AGENDA ADDITIONS/CHANGES AND CLOSURE**
  - 1. Additions/Changes
  - 2. Closure
- F. CONSENT AGENDA**
  - 1. CITY COUNCIL MINUTES (WHITE)
    - a. City Council Minutes of Regular Meeting May 27, 2014
  - 2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
    - a. Nobles Economic Opportunity Network Minutes of May 8, 2014
    - b. Worthington Public Arts Commission Minutes of May 7, 2014

- c. Worthington Housing and Redevelopment Minutes of Regular meeting April 29, 2014
- d. Worthington Housing and Redevelopment Minutes of Regular meeting May 13, 2014
- e. Worthington Housing and Redevelopment Authority Minutes of Special Board meeting April 23, 2014
- f. Airport Advisory Board Minutes of June 3, 2014

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

Case Items

- 1. Revised Job Description for Technical Director at Memorial Auditorium
- 2. Applications to Block Street/sidewalk for Crazy Days
- 3. Application for Temporary On-Sale Liquor License - Worthington Country Club

b. CITY COUNCIL BUSINESS - ENGINEERING (BLUE)

Case Item

- 1. Resolution Pertaining to Intent to Bond for Costs Incurred in Making Public Improvement

4. FINANCIAL STATEMENTS

- a. Municipal Liquor Store Income Statement - January 1, 2014 through May 31, 2014

5. BILLS PAYABLE

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

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

Case Items

- 1. 2013 Comprehensive Annual Financial Report (CAFR)
- 2. First Reading Proposed Ordinance - Text Amendment - Farmers Markets

3. Rescind Council Action Taken to Create Ballot Question That Council Agree on Transfer, Lease or Sale of Property for Purpose of Public Library and Rescind Council Action Taken to Allow Transfer of the Property to the County and Remove it from the Upcoming Ballot

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

Case Items

1. Consider Approval of a Private Dock Permit for 713 May St.

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

Case Items

1. Proposed Grand Avenue Improvements
2. Easements and Airport Lease for Great River Energy Power Line Project
3. Award Contract for 2014 Seal Coating Project
4. Award Contract for Oxford Street Joint Sealing Project

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

Case Items

2. Worthington HRA Loan Modification
3. Recommendation for Demolition - Former K-Mart Building
4. First Reading (Proposed Ordinance) - Change of Zone - West 140 Feet of Lot 12, Block 14, Moulton's Resurvey and Subdivision of Clary's Addition
5. Special Use Permit Application - Johnson Builders & Realtors
6. First Reading (Proposed Ordinance) - Text Amendment (Sign Ordinance - Painted Wall Signs)

**K. COUNCIL COMMITTEE REPORTS**

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

**L. CITY ADMINISTRATOR REPORT**

**M. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, MAY 27, 2014**

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

Staff present: Craig Clark, City Administrator; Dwayne Haffield, Director of Engineering; Kevin Flynn, Interim Public Safety Director; Brad Chapulis, Director of Community/Economic Development; Jim Eulberg, Public Works Director; Troy Appel, Commander of Buffalo Ridge Drug Task Force, Nate Grimmus; Shawn Elsing; Officers Josh McCuen and Colby Palmersheim.

Others present: Petra Grimmus; Kathleen Kusz, Nobles County Attorney; Gail Holinka; Pat Demuth; Jan Voit; Ken Moser; Marc Freese; Erin Trester, Daily Globe; Jerry Fiola.

The Pledge of Allegiance was recited.

**RECOGNITION OF AWARD TO BUFFALO RIDGE DRUG TASK FORCE ADMINISTRATION**

The Buffalo Ridge Drug Task Force (BRDTF) was recently presented with the 2014 Narcotics Task Force of the Year Outstanding Achievement Award by the Minnesota State Association of Narcotics Investigators in Niswa, Minnesota. BRDTF Commander Troy Appel was present at the meeting and provided information on their achievements in the nomination for the award. An investigation started by the team in March of 2009 has led to 248 search warrants, confiscation of drugs and money, and wide scale arrests and convictions across the country, and continues into Mexico. Commander Appel noted the BRDTF also won the award in 2009 - and he thanked Council for the City's support of what they do. Council congratulated the BRDTF team for their achievements and thanked them for their work.

**AGENDA APPROVED/CLOSED WITH CHANGES**

Staff noted the addition of Public Works Case Items to the agenda as Item G.a. - *(1) Consider Approval of the Worthington Girls Softball Users Agreement (2) Consider Approval of the 2014 Worthington Soccer League Users Agreement (3) Nobles County Historical Society Request to Proceed with Trying to Get the Band Shell at Chautauqua Park on the National Register of Historical Places.* Mayor Oberloh stated the Public Safety Cases would be moved up to be considered immediately after the consent agenda to accommodate those in attendance for those items.

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to approve/close the agenda with the noted additions/changes.

**CONSENT AGENDA APPROVED**

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

- City Council Minutes of Regular Meeting May 12, 2014
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting May 19, 2014; Heron Lake Watershed District Minutes of Regular Meeting March 25, 2014; WGTN-TV3 Minutes of Regular Meeting April 3, 2014; Worthington Public Arts Commission Minutes of Rescheduled Meeting April 17, 2014
- Municipal Liquor Store Income Statement for the Period January 1, 2014 through April 30, 2014
- Application from Independent School District 518 to Block the following streets from 6:30 p.m. to 7:15 p.m. on Thursday, June 12, 2014 for their "Spirit of Worthington Trojan Marching Band":
  - Clary Street between Marine Avenue and Church Avenue
  - Bernie Brandt is designated as the Safety Officer for the event
- On-Sale Beer License for the Nobles County Fair Association for the license period June 1-December 31, 2014
- 2014 On-Sale Liquor, On-Sale Liquor Convention Center, On-Sale Liquor Club, and On-Sale Wine License Renewals as follows:

On-Sale Liquor

Ground Round Grill & Bar, 1290 Ryan's Road  
Hickory Lodge Bar & Grill, 2015 N. Humiston Avenue  
Oxford Bowl, 325 Oxford Street  
Long Branch Saloon, 206 Tenth Street  
La Azteca Tiendo Mexicana, 223 Tenth Street  
A & T Tap, 107 12<sup>th</sup> Street

On-Sale Liquor - Convention Center

Worthington Event Center, 1477 Prairie Drive

On-Sale Liquor Club

Worthington Country Club, 851 W. Oxford Street  
VFW 3958, 1117 Second Avenue  
Worthington Eagles Club FOE Aerie 3282, 205 Oxford Street  
The Historic Dayton House, 1311 Fourth Avenue  
Elk's Lodge BPOE Lodge 2287, 1105 Second Avenue

On-Sale Wine

BenLee's Café, 212 Tenth Street  
Hickory Lodge Bar Grill, 2015 N. Humiston Avenue

Long Branch Saloon, 206 Tenth Street  
Ground Round Grill & Bar, 1290 Ryan's Road

- Amend the City's Purchase Policy for contracts in excess of \$100,000 to align with changes in State Statute requirements for publication and to modify the requirement that plans be available "in the City Clerk's Office" to "an office of the City"
- Bills payable and totaling \$653,983.01 be ordered paid

#### **LIFE SAVING AWARD HONORING RAHEL BAZA FOR HEROISM**

Worthington Police Officers Colby Palmersheim and Tyler Olson presented Rahel Baza a Life Saving Award for Heroism for an incident that occurred on January 18, 2014 at the Queen Sheba Restaurant. Baza was at the restaurant when another guest began choking and was unable to breathe. She quickly contacted 911 for help then proceeded to perform the Heimlich Maneuver, successfully dislodging the food in the victim's throat. Ms. Baza said she had learned the Heimlich Maneuver as a scout in Africa, and knew that she needed to do something to help the victim. Council expressed their appreciation to Ms. Baza for her willingness and quick response to help in such a situation.

#### **TOWARDS ZERO DEATHS OUTSTANDING AGENCY AWARD/PRESENTATION OF EQUIPMENT**

Scott McConkey, Southern Minnesota Law Enforcement Liaison for the Department of Public Safety, presented Police Officer Josh McCuen and the Worthington Public Safety Department with four preliminary breath testing instruments for being selected as an Outstanding Agency that strives "Towards Zero Deaths" by focusing traffic enforcement efforts. Interim Director of Public Safety Kevin Flynn told Council the Worthington Police Department, under the direction of Officer Josh McCuen, leads a coalition of eleven law enforcement agencies, in seven counties throughout southwest Minnesota, through a grant provided by the office of Traffic Safety, dedicated to enforce traffic laws that keep people safe. Mr. McConkey said he wanted to award Officer McCuen and the Department with serviceable equipment rather than a plaque, and decided on the preliminary breath testers. Council thanked Mr. McConkey for the equipment award and recognition.

#### **HERON LAKE WATERSHED DISTRICT UPDATE/ISSUES**

Jan Voit, District Administrator for the Heron Lake Watershed, distributed a copy of their annual report to Council, and presented an overview on what the Watershed worked on in 2013. They had 11 grants and one low-interest program, which were funded by several different organizations throughout the state. Projects included the Heron Lake Sediment Reduction project, the Fulda Phosphoreus Reduction Initiative, Cover Crop Champions Grant, the West Fork Des Moines River TMDL Implementation Grant, the Minnesota Coordinated Agricultural Project, the Heron Lake

Phosphoreus Reduction Project, the Jack Creek & Okabena Creek Sediment Reduction Project, Aquatic Upland Prairie Restoration Project, and a grant that will allow them to do two stream bank restoration projects and three terrace projects, two bio-detention basins and one bio-retention basin. In addition, the MPCA has instituted a major watershed project and are going through all the major basins in the state over ten years performing intensive monitoring. The Des Moines Watershed project will start in July of this year. They also received a grant to do up to eight shoreline restoration projects on any lake located within the Heron Lake Watershed. The Third Crop Phosphoreus Reduction Effort was also new in 2013 but starts this year.

Craig Clark, City Administrator noted the recently established Nobles Economic Opportunity Network (NEON) and wondered if the watershed would be interested or able to participate in the organization, potentially along with the Okabena-Ocheda Watershed. Ms. Voit said she could research that ability.

#### **UPDATE FROM NOBLES COUNTY ATTORNEY ON YEAR-TO-DATE PROSECUTIONS**

Kathy Kusz, Nobles County Attorney, was present to provide information to Council regarding year-to-date prosecutions / case load handled by the Nobles County Attorney's Office. Ms. Kusz said it appeared last year that Council had questions about what a normal case load was and how does what they do for the City fit in with what they do for the rest of the County. Council reviewed a graph that indicated numbers of appeals, county commitments, county juvenile delinquencies, county CHIPS/truancies, County non-felony (misdemeanor/gross misdemeanor), county felony, and city misdemeanor cases, and the recommended maximum case load of each considered for one person. Also included was a chart of just the City misdemeanor cases that indicated they were well over the maximum recommended case load. In addition, Ms. Kusz said there also recommended case loads for judges, and their load has demonstrated the need for more than one judge, and the stats show the need for four prosecutors. While the courts can't be forced to move quicker on their caseload, they can make sure that the cases that have people in jail are moved to the front of the line so they can be dealt with in a timely manner.

Council thanked Ms. Kusz for the information.

#### **APPROVAL GIVEN TO WORTHINGTON PUBLIC ARTS COMMISSION FOR PROJECT / LOCATION**

At their May 12, 2014 meeting, Council heard a request from Gail Holinka on behalf of the Worthington Public Arts Commission for approval of a design concept and location for a mural. While several locations were discussed, Ms. Holinka said she had not yet received confirmation from any of the property owners for acceptance of the mural on their buildings. No action was taken on the request.



Ms. Holinka told Council the options she shared at the previous meeting did not work out but that the VFW Post, 1117 Second Avenue, is interested, and the high school kids have been working with the artist for a project there. The design will be changed to incorporate the American flag and the veterans. She is also continuing to work with staff at Memorial Auditorium on the mobile that will be placed there.

The motion was made by Council Member Kuhle and seconded by Council Member Nelson to approve the project and location at the VFW Post, 1117 Second Avenue, and the mobile project at Memorial Auditorium, with the following Council Members voting in favor of the motion: Kuhle, Graber, Wood, Nelson; and the following Council Members voting against the same: Sankey. Motion carried.

**DIRECTED SALE OF CITY-OWNED PROPERTY TO PRAIRIE HOLDINGS GROUP AT ESTABLISHED PRICE PER SQUARE FOOT**

Prairie Holdings Group (PHG) was requesting that the City sell to them a 145' X 1,500' (approximately 5 acres) parcel of property located north of the existing lots 1-8 in the Bioscience Park, which would allow them to adjust their retention pond into that area. Marc Freese, of PHG, told Council the request came as a result of them having to move their new facility to Lot 2 as the soil used to fill an existing ditch in Lot 1 was not conducive to building on. In addition, a change in state requirements meant PHG would need to also build a second retention pond. The boundaries and shape of the of the tract tend to limit the practical use of the property for purposes other than attaching to Lots 1-8 within Block 3. The City property would remain accessible from the north or east. The City's Property Disposal Policy states that prior to the disposal of any City-owned real property, Council shall determine if the property is to be disposed of by public sale, disposed of by directed sale, or transferred to the Economic Development Authority for economic development purposes.

Dwayne Haffield, Director of Engineering, said because of the primary sanitary sewer interceptor for the City which bounds the north side of the property, an easement would be necessary for access. Council expressed concern that even with an easement the sale could encumber the remaining City owned land - an easement would allow the City access but it would not allow a renter to bring his farm equipment across it. Mr. Freese said they could put that language in contract. Discussion followed on location of an easement, and it was determined that the City would still have access to the property via along the retention pond to the west of the property requested to be sold.

PHG had offered \$.15 per square foot for the property, while the City was at \$.35 per square foot. Council Member Wood suggested \$.20 per square foot as the City would recoup property tax on the property in the future. Craig Clark, City Administrator, noted that if PHG extends the pond into that area the current renter would need to be compensated for loss of crop.

Following discussion, the motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to approve the directed sale to Prairie Holdings Group of Land adjacent to Lots 1-8, Block 3, in the BioScience Park at the rate of \$.20 per square foot, and compensation from PHG to the current renter for loss of crop.

**RESOLUTION NO. 3545 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS - OKABENA STREET WATER MAIN EXTENSION**

At their March 24, 2014 meeting, Council held a public hearing on the improvement of Okabena Street by water main extension. Following the public hearing, Council adopted Resolution No. 3541 ordering the improvement and preparation of plans and specifications for the project that will result in extension of the water main on Okabena Street from Kragness Avenue to approximately 800 feet west.

Plans have now been completed and staff was requesting Council approval and authorization to call for bids to be received on the project June 23, 2014 and considered at the Council meeting that evening.

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

RESOLUTION NO. 3545

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

**PLANS APPROVED FOR TAXIWAY B JOINT AND CRACK REPAIRS**

At its April 14, 2014 meeting, Council approved an agreement with Bolton & Menk to provide professional services for airport projects anticipated to happen over the next five years, and also approved a work order authorizing the professional services required for repair/or sealing of cracks and joints on Taxiway B.

Plans have been completed and were now before Council for consideration. Total estimated project cost including engineering but excluding a contingency, is \$141,050. Funding is proposed to be 90% Federal Aviation Administration grant and use of airport reserves for the remaining 10%.

The motion was made by Council Member Nelson, seconded by Council Member Sankey and

unanimously carried to approve the plans for the Taxiway B Joint and Crack Repair project and authorize staff to advertise for bids to be received on June 20, 2014 and considered by Council at its June 23, 2014 Council meeting.

**BUDGET AMENDMENT FOR MAY STREET PEDESTRIAN CROSSING APPROVED**

The 2014 Street Capital Improvements Budget included \$18,500 in general revenue for the May Street pedestrian crossing project to bring the crosswalk on May Street into compliance with the Americans with Disabilities Act requirements. The crosswalk is currently the only known crosswalk that does not include pedestrian ramps and was apparently overlooked in past efforts. The crosswalk needs to be improved to comply with ADA standards, and the project includes street pavement replacement as needed to achieve compliance. Quotes were solicited from local contractors, with only a single quote being received in the amount of \$22,090.80, which is more than \$7,600 over the engineer's estimate. Staff noted that a significant decrease was not anticipated by quoting at a later date.

The motion was made by Council Member Graber, seconded by Council Member Sankey and unanimously carried to approve the increase to the 2014 Street Capital Improvements Budget to \$28,000 for the May Street pedestrian crossing project.

The additional project cost of up to \$9,500 will be funded from the Construction Fund reserves.

**USER AGREEMENT BETWEEN CITY OF WORTHINGTON AND WORTHINGTON GIRLS SOFTBALL AND USER AGREEMENT BETWEEN CITY OF WORTHINGTON AND WORTHINGTON AND WORTHINGTON SOCCER ASSOCIATION APPROVED**

Mayor Oberloh asked if the Girls Softball and Worthington Soccer League agreements were items that could have been added to the consent agenda - staff replied yes. The Mayor noted the items would be considered as one.

Jim Eulberg, Public Works Director, noted the only thing new to the Girls Softball agreement was the requirement to include the City as an additional insured on the insurance certificate. Also noted was that the Soccer League failed to complete the requirements for their agreement last year, and had not yet been in to complete the paperwork or payment and insurance this year. The contract renews April 1<sup>st</sup>. Also new in the soccer contract was the requirement to name the City as an additional insured, along with additional provisions as suggested by the League of Minnesota Cities. Council determined that if the Soccer Association did not complete the contract and its requirements, play would not be allowed.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to approve the user agreement for the Girls Softball League and for the

Worthington Soccer Association.

Staff will make contact with a Soccer Association representative to ensure that they follow through with their requirements.

**NOBLES COUNTY HISTORICAL SOCIETY REQUEST APPROVED TO PROCEED WITH TRYING TO ADD BAND SHELL AT CHAUTAUQUA PARK ADDED TO THE NATIONAL REGISTER OF HISTORICAL PLACES**

Pat Demuth and Jerry Fiola were present at the meeting to present the request for Council approval to move ahead with a grant application to pursue adding the Band Shell at Chautauqua Park to the National Register of Historical Places. Mr. Demuth said the recommendation is to add the Band Shell only, not the park. Inclusion on the registry does not preclude the owner from maintaining, altering or selling the property unless they accept federal funds for it.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to approve the request to proceed with pursuing inclusion of the Band Shell on the National Historic Registry.

**BIOSCIENCE TECHNOLOGY CENTER (BAC) LEASE TO GRAZIX ANIMAL HEALTH, INC. APPROVED**

Brad Chapulis, Director of Community/Economic Development, stated that Grazix Animal Health, Inc., a subsidiary of LiveLeaf, Inc., a biotech company based in San Carlos, CA., was seeking a one-year lease for 480 square feet of office space at the BAC to move its sales and distribution operations to Worthington. While job creation is not part of the lease, the company anticipates to employ three full-time equivalents (FTE) immediately and ultimately 20 FTE when it reaches its sales goals. The lease rate will be \$300 per month with an initial term of one year, thereafter to continue on a month-to-month basis. Mr. Chapulis added that the company hopes to be in their own space eventually. Some of the pertinent terms of the lease are:

1. The City will be responsible for the utilities (gas, water, sewer, and electricity) and common area maintenance. Cleaning within the leased space will be the responsibility of Grazix.
2. Grazix will be responsible for all leasehold improvements.
3. Grazix will be responsible for the real estate taxes that are attributable to the space they occupy, if applicable.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to approve execution of the BAC lease to Grazix Animal Health for one year, subject to US EDA concurrence as required per the grant agreement with the agency, at a lease rate

of \$300 per month.

### **COUNCIL COMMITTEE REPORTS**

Mayor Oberloh - Attended the Lewis and Clark Annual meeting on Thursday and got an update from the three states in the project. An article that ran in the Luverne paper on Friday provided "heartburn" on the project - the damage has been done, now it's important to work on that and keep the feet to the fire.

Council Member Kuhle - Nothing to report.

Council Member Graber - Noted Jan did a nice job earlier tonight with her report. The Heron Lake Watershed will have a consultant for mediation. The Park Advisory Board met - that was already covered by Jim Eulberg. Craig, Dwayne and she attended the Safe Routes workshop today - lots of others there- toured Oxford Street for safety issues.

Council Member Sankey - Nothing to report.

Council Member Wood - Nothing to report.

Council Member Nelson - Will report next time.

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

Craig Clark, City Administrator, noted that work continues on Lewis and Clark - trying to get a meeting set up with the state after the session closed - it's difficult with everyone's schedules. We received notice from the State Department of Health that we were successful in our grant application for the Center for Active Living for up to \$71,000 - terms have to be negotiated. The Safe Route to School meeting did yield a lot of interesting information, ideas and options on how to make our community more walkable, bikable and essentially a healthy community by encouraging that in our designs.

### **ADJOURNMENT**

The motion was made by Council Member Kuhle, seconded by Council Member Wood and unanimously carried to adjourn the meeting at 9:05 p.m.

Janice Oberloh, MCMC  
City Clerk

NEON Minutes  
May 8, 2014, Worthington Fire Hall

Introductions were made.

Joyce Jacobs, Emergency Management Director, explained the roles of the Emergency Management Planning Advisory Committee (EMPAC) and Mutual Aid Association.

David McNab, Emergency Medical Services, provided the group with information and map of the service area which is dictated by the State EMS regulatory board. They service 400 sq. miles with 4 ambulances (hospital owned) and 17 staff. They have seen numbers increasing; in 2013 there were close to 2000 runs while the previous year had 1800.

In planning for ALS Services, many of the current staff are part time ALS licensed with the State. Average age is higher and expectations of staff are more. Now ALS staff have to carry and administer epipens, nitroglycerine, aspirin and there is more training and responsibility. The National Registry dictates the expectations and the hours of training have increased.

David advised that there is grant money through the American Heart Association which provides for a device enabling the EMS staff to perform a 12 lead EKG on-site and they are able to transmit the data to the hospital for recommendations and preparations on arrival at the hospital.

Tom Johnson, Nobles County, asked if there was a "best practice" response time for ambulance service. David replied that there was not and that participation from any of the rescue squads is helpful. David also spoke of standardizing equipment. Robert Demuth Jr., Nobles County, asked if there are challenges with communications. David responded that there are still some challenges between counties with different radio frequencies.

Rick VonHoldt, Worthington Fire Department, provided the group with the history of the Mutual Aid Association. He spoke of how the E911 signage will aide in their response to emergencies and along with paging systems, there are apps for phones available for many services.

Rick informed the group that chemical suicide numbers are growing. Previously there had only been 3 reported cases but in 2013 there were 17 cases of chemical suicide. The Worthington Fire Department works with a Chemical Assessment Team, Military CAD Team, MN Duty Officer and local officials when a semi-trailer has contaminated items.

Along with the chemical concerns, Rick spoke of the need to decontaminate accident victims. The decontamination trailer can decontaminate 50 people per hour. But if there is no time to set up the decontamination trailer or tent, they can pull 2 fire trucks together and make a temporary decontamination site.

The Worthington Fire Department acquired a livestock emergency trailer for tipped over trailers. This has aided in saving most of the livestock during an accident.

Rick advised the group that there are 5 Fire Fighters that have over 20 years of experience with the Fire Department. There are 144 hours of required training at a cost of approximately \$1,200.00, and it costs approximately \$6,000.00 to outfit a new Fire Fighter. The trainings are held locally and the communities take turns hosting.

Joyce Jacobs, Emergency Management Director, advised that the Mutual Aid Association Agreement is in the review stages by all Fire Departments and that it will go to the County Board for approval and then to City Councils. Mike Kuhle, City of Worthington, asked if the local Fire Departments discuss challenges and the sharing of equipment looking forward. Rick responded that it is the intent of the Mutual Aid Association. Each Fire Department must have equipment because not all Departments will be paged for an accident. Currently they do share specialty pieces.

Colby Palmersheim, Worthington Police Department, provided the group with information about full coverage. The City has 23 Officers and there is 24 hour coverage. A Police Officer is normally the first to arrive on a 911 call. The Officer prepares the scene and will shut down the street if necessary.

There is a mutual partnership with Public Safety where the Worthington Police Department has been called outside of the city limits to assist a Deputy Sheriff or the State Patrol with accidents, including outside county

lines. The K-9 units also assist other counties such as Rock, Jackson and Murray County in MN and Osceola County in IA, who currently have no K-9 or if their K-9 is unavailable.

Officer Palmersheim reported that the Officers contact Dispatch to send out NIXLE alerts. This service has been very helpful with weather related alerts to the public and reports of missing persons. If you want to sign up for NIXLE so you to get alerts on your phone just text 888777, wait for a reply and then type in your zip code and send it back. Or use the link <http://www.nixle.com> to sign up for email and/or text alerts.

Robert Demuth Jr., Nobles County, shared that he learned Worthington is at a 20 year low for crime. Great job to our local public safety!

Joyce Jacobs, Emergency Management Director, shared the goal of continuing to improve communications and building great relationships. Joyce ensures emergency preparedness for the County and will bring in FEMA when necessary. Joyce reviewed the siren coverage and reminded the group that the sirens are installed for people outdoors, not indoors.

Abraham Algadi, Worthington Regional Economic Development Corporation, provided information to the group about their primary objective, which is to promote economic and community development throughout Nobles County. The WREDC has been an embodiment for collaboration. WREDC uses "pulse measuring techniques" to match the trends in Nobles County with national trends. "The more information we have, the more effective we can be."

Abraham reviewed the Nobles Housing Initiative incentive and application process. Any individual home builders and developers of new single family, multi-family or rental housing should contact the WREDC.

As outlined in the agenda, the committee narrowed suggestions for a group name down to four for consideration which included the following: VIEW (Vision, Integrity, Engagement and Will), NCALE (Nobles County Association for Leadership and Efficiency) honoring SCALE, NCLE (Nobles County for Leadership and Efficiency) and NEON (Nobles Economic Opportunity Network). A vote was taken by a show of hands and NEON was selected.

Linden Olson, School District 518, shared thoughts about how this group will tell the story that embraces the future rather than longing for the past. We need to be looking at communication with constituents and cost efficiency. People no longer talk about a town; they talk about a region. We are moving into a time where there will be shortages rather than abundances.

Key points included (see attachment for additional notes):

1. Long Range Plan – We are nearly closer to 2030 than 2000
2. Place is an area rather than a town or city – Collaboration not competition is key - Leverage strengths/assets minimize weaknesses and liabilities
3. Shortages rather than abundance
4. Science, technology, information and innovation age
5. Environmental challenges
6. Political, transportation, economic, energy, public service
7. Past – Future – Vision that will take years to attain

Mike Kuhle, City of Worthington, updated the group on the Lewis and Clark lobbying. Most people think it will only benefit Luverne or SW Minnesota, but people need to look at the bigger picture. Gene Metz, Nobles County, had been corresponding with Senator Weber and he stated he will stand against the bonding bill as long as he is backed by those he represents. Please contact Weber and Hamilton with your support!

Doug Knuth, City of Round Lake, spoke of the need for bringing fiber optics to businesses. Bringing it further out in the rural areas will increase property values and bring young people back to the communities. If we can connect all cities, opportunities for wireless can be utilized by farmers, EMT, etc.

IT and Broadband was designated for a project. The Committee will consist of the following volunteers: Doug Knuth, Mike Kuhle and Tom Johnson. The group discussed that representatives from County Information Technology, School Districts' Information Technology and Worthington Public should be involved. When the minutes are sent out, a request will be included for volunteers.

The group discussed the need for a committee to look at the goals and values of NEON. The Committee will consist of the following volunteers: Abraham Algadi and Tom Johnson. When the minutes are sent out, a request will be included for volunteers.

Tom Johnson, Nobles County, asked the group what other entities should be invited and included in correspondence. It was mentioned that the group should invite the Chamber of Commerce from various cities for presentations. After discussion, Legislators and Watersheds should be added to the email correspondence so they may be kept up-to-date. County staff will invite the Legislators to attend the June meeting.

The group discussed the need for a committee to look at creating a guidance document similar to the Scott County Bylaws. The Committee will consist of the following volunteers: Robert Demuth Jr. and Tom Johnson. When the minutes are sent out, a request will be included for volunteers.

A quick reminder to all to please share your ideas. If you are unable to attend the meeting, we would still like to hear your thoughts!

Next meeting will be held on June 12, 2014 @ 5:30 p.m. at the Worthington Fire Hall. The meeting adjourned.



## **WPAC Meeting – May 7, 2014**

Members present: Kathy Craun, Gail Holinka, Scott Kraft, Mike Kuhle, Antonio Madrigal, Mary Thompson

Meeting was called to order by Gail Holinka in the City Offices at 5:30 p.m.

April minutes were approved. Kuhle/Craun

### **Old Business:**

Kathy shared letter drafted to Worthington Event Center manager regarding care of Bill Reum's print display. Concerns expressed by manager were presented by Mike. The primary issue with the display occurs when groups renting the facility feel the display conflicts with decorating for specific events. Discussion regarding the original purpose of using the space to showcase local art was held. It was suggested that rather than a brief letter, the Commission meet with Event Center management. Kathy will contact Jackie to schedule the next Commission meeting June 5<sup>th</sup> at the Event Center. The purpose being to view the spaces available and discuss future public art displays.

An update on Regatta Grant was given by Gail. The grant has been awarded to WOW for an artist to complete several public art projects. They include: repair of turtle mosaic, creation of a community mural, and installation of mobiles at Memorial Auditorium. Mike reported on response to proposed mural sketches from the Worthington City Council. Council members express concern that the rough sketch did not reflect favorably on the community. Lengthy discussion followed of proposed designs. Purpose of public art, focus of Legacy Grant, and community taste comments lead to a revised draft, and Gail will communicate with the artists to secure a revised sketch for the City Council meeting. Two needed actions are the approval of property owner and council supported design.

On Monday, May 12, Gail and Kathy will present to the Worthington City Council. They will include purpose of the Commission, activities completed, and future public art ideas. The WOW Grant projects and proposed mural design will be shared.

Current draft of Public Art Commission brochure was reviewed. Antonio and Gail will make additional revisions and provide draft to be included in City Council's May meeting packet.

Motion was made and seconded to adjourn at 6:45 p.m.

**June Meeting: Thursday, June 5, 5:30 p.m., Worthington Event Center**

Respectfully submitted,  
Kathy Craun

**Worthington HRA Regular Board Meeting**  
**April 29, 2014**  
**819 10<sup>th</sup> Street, Worthington, MN**

Board Members Present: Lyle TenHaken, Mike Kuhle, Scott Nelson, Heidi Ricard, Royce Boehrs, and Brad Chapulis  
Excused Absence: None  
Staff Members Present: Randy Thompson, HRA Executive Director  
Others Present: None

Lyle TenHaken, Board Chairman called the meeting to order at 5:20 P.M

APPROVAL OF THE AGENDA: A motion was made by Scott Nelson to approve the agenda with NO changes: The motion was seconded by Royce Boehrs. The Motion Passed.

APPROVAL OF MEETING MINUTES: A motion was made by Heidi Ricard to approve the minutes from the March 25, 2014 and March 28, 2014 and April 9, 2014 board meetings. The motion was seconded by Scott Nelson. The Motion Passed.

SOUTHWEST MINNESOTA HOUSING PARTNERSHIP HOUSING PROJECT UPDATES:  
The Board discussed the “Rising Sun Estates” project several topics were discussed with NO formal board action being needed at this time. The topics discussed included:

Ongoing Land Dispute with East side neighboring property owner. This is progressing with both attorneys working out the details of a settlement agreement to include a “Fence Agreement”, a new surveyed East boundary line, and a quit claim deed to the disputed property.

The subcontractor that will be doing the site preparation work and dirt work had asked if dirt could be moved to the building site, from another location in Worthington. After consulting with attorney Todd Ahlquist, the contractor was told that dirt cannot be moved until the bank loan is closed and the bank mortgage is filed and recorded with the Nobles County Recorder’s Office.

The Board did instruct Randy Thompson to make contact with Worthington School District Superintendent John Landgard in regards to the dirt that the contractor had wanted to move to the building site, could be kept at its current location on Worthington School District property until the HRA bank loan is closed and the dirt could then be moved to the HRA building Site.

Randy Thompson indicated to the board that the Loan Commitment Letter with United Prairie Bank will be signed on May 1, 2014 and the \$5,000 portion of the loan origination fee will be paid by the HRA at the time of that signing.

The Final Revisions to the Highland Proposal are expected in the week of May 5<sup>th</sup> and then a planning meeting will be held with the management staff at Highlands and the HRA Executive Director, Architect, and General Contractor.

BILLS PAYABLE: The bills payable for the period of March 21, 2014 to April 23, 2014 were presented for approval. The bills that were paid included: Prairie Acres Account \$2,211.14, Management/Levy Account \$254.37, The Rising Sun Estates Account \$2,651.50, The Public Housing Account \$81,362.34.

FINANCIAL STATEMENT REVIEW: The board reviewed the March 31, 2014 financial statements. The Statements were prepared by the Accounting Firm Hawkins & Ash. The board also reviewed the dashboard statement internally prepared which provides a recap of the monthly and year to date financial information as prepared by the accounting firm. The financial statements for the HRA LRPH and Section 8, the Prairie Acres, the Management/Levy Account, and the Rising Sun Estates account were reviewed. Upon review and having several questions answered a motion to approve the financial statements and the bills paid from all four accounts was made by Royce Boehrs with support for the motion by Heidi Ricard. The Motion Passed. Motion- 04292014-A

EXECUTIVE DIRECTORS UPDATES TO THE BOARD: Executive Director Randy Thompson updated the board on the following topics: Annual Financial Statement Audit, Wayne Drealan and his staff will be on site at the Atrium from May 12<sup>th</sup> to May 15<sup>th</sup> to conduct the on-site portion of the annual Financial Audit. Wayne Drealan CPA will be preparing the audit and Submitting the Audit to HUD by September 30, 2014.

Thompson also indicated to the board that Aaron Ahlquist will be working on creating a website for the HRA. Aaron anticipates that this will take several months to complete the HRA website.

Thompson also updated the board that the paperwork for the 2014 HUD Capital Grant Funds in the amount of \$124,886 is being completed and anticipates the funds will be made available for request starting in June of 2014.

FUTURE MEETING DATES: The board requested that a future board meeting agenda item be a discussion in regards to the purchase of land on First Avenue across from the Prairie Elementary School as a possible future building site for the construction of additional residential rental units. The Board also asked that Executive Director Randy Thompson attempt to give the board members weekly updates between board meetings in regards to the progress being made on "The Rising Sun Estates" building project.

The May board meetings will be May 13, 2014 at 5:30 p.m. to be held in the Atrium Community Room, and also May 27, 2014 at 5:15 p.m. at the Atrium Community Room.

Having No Further business to discuss Chairman Lyle TenHaken declared the meeting adjourned at 6:40 p.m.

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

Respectfully Submitted by: Randy Thompson Signed: \_\_\_\_\_

**Worthington HRA Regular Board Meeting**  
**May 13, 2014**  
**819 10<sup>th</sup> Street, Worthington, MN**

Board Members Present: Lyle TenHaken, Scott Nelson, Heidi Ricard, Royce Boehrs, Mike Kuhle and Brad Chapulis

Excused Absence: None

Staff Members Present: Randy Thompson, HRA Executive Director

Others Present: Lisa Graphenteen, Lindsay Case, and Jorge Lopez all of the Southwest Minnesota Housing Partnership.

Lyle TenHaken, Board Chairman called the meeting to order at 5:30 P.M

APPROVAL OF THE AGENDA: A motion was made by Scott Nelson to approve the agenda with NO changes: The motion was seconded by Heidi Ricard. The Motion Passed.

SOUTHWEST MINNESOTA HOUSING PARTNERSHIP HOUSING PROJECT UPDATES:

FENCE AGREEMENT: Lisa Graphenteen of the Southwest Housing Partnership indicated that the "FENCE AGREEMENT" has now been sent to the neighboring property owner's attorney for their signatures. The question was asked who will sign the "FENCE AGREEMENT" on behalf of the HRA. After discussion it was determined that the agreement should be signed by the HRA Executive Director Randy Thompson. A Motion was made Royce Boehrs to Authorize HRA Executive Director Randy Thompson to sign all documents for the "FENCE AGREEMENT" on behalf of the Worthington HRA. The Motion was seconded by Mike Kuhle. The Motion Passed. Motion 05132014-A

ABSTRACT AND TITLE INSURANCE: The HRA board was informed that there is no abstract for the property that is being purchased by the HRA from the Southwest Housing Partnership. Lisa Graphenteen informed the board that years back when the Housing Partnership purchased the property the seller at that time could not produce the abstract and the Housing Partnership went ahead and completed the purchase without an abstract. A title company that did not require the abstract to prepare the title commitment was engaged and performed the title search and commitment by researching public records and not needing the abstract to read the chain of title.

At a previous board meeting the HRA board had chosen to engage local Attorney Todd Ahlquist to prepare the title commitment and issue the title insurance policy. Todd Ahlquist will not do the title work without having an abstract for the property. If Todd Ahlquist is retained to do the title work he will require that a new abstract be created by an abstracting company and then he would complete the title work with the abstract. This will add two or three weeks to the time frame of having title insurance written in waiting for a new abstract to be constructed.

Lisa Graphenteen of the Southwest Housing Partnership informed the board that a title insurance company such as "Chicago Title Company" or "Commercial Partners" would complete the title work without an abstract. This would save two or three weeks of time by not having the abstract

re-constructed. Lisa did not have any price quotes for the cost of the title insurance and commitment at this time.

Executive Director Randy Thompson cautioned the Board that in the future if an abstract were to be needed if the property were ever to be sold; this could cost the HRA and estimated \$1,000 to \$2,000 to have a new abstract reconstructed.

With the timing issue being of concern and not wanting to give up the two or three weeks of additional time for an abstract to be constructed, the board chose to have title work done by a company not requiring the abstract for the property to complete the title commitment and issue title insurance. A motion was made by Scott Nelson to engage the services of a title company that would not require the property abstract. The motion was seconded by Royce Boehrs. The Motion Passed. Motion 05132014-B

A motion was made by Royce Boehrs to direct Lisa Graphenteen of the Southwest Housing Partnership to obtain a minimum of two pricing bids from title insurance companies to provide the title insurance. Upon receiving the pricing quotes the quotes are to be reviewed by Executive Director Randy Thompson and Randy Thompson shall have the authority to take action and award the commitment to the low bidder. The motion was seconded by Scott Nelson. The Motion Passed. Motion 05132014 – C

A motion was made by Royce Boehrs to direct Randy Thompson Executive Director of the HRA to place an order with Tripp Abstracting to have a new abstract constructed for the property on County Highway 35 and County Highway 5 that is being purchased by the HRA from the Southwest Housing Partnership. The cost of the abstract will be paid for by HRA. The motion was seconded by Heidi Ricard. The Motion Passed. Motion 05132014-D

ITEMS NEEDED FOR THE NEXT BOARD MEETING: Lisa Graphenteen made the board aware of several items of business that will need board review and board action at upcoming board meetings. The items include the following: A Borrowing Resolution approved by the HRA Board, A Purchase Agreement between the HRA and the Southwest Housing Partnership for the purchase of the five acre parcel, a new public hearing will be held at a Worthington City Council meeting on June 9, 2014, and a time line and closing checklist to get to everything in order for the bank loan closing. The Southwest Housing Partnership will provide all documentation for these upcoming action items.

MEETING WITH HIGHLAND HOMES ON MAY 8, 2014: Jorge Lopez of the Southwest Housing Partnership and HRA Executive Director Randy Thompson updated the board on a recent meeting that was held with the Management Staff of Highland Homes. This meeting was conducted to bring together the Highland Office Management Staff and Production Plant Management Staff, Highland Legal Staff, and the Highland Purchasing Manager along with Architect Kent Simon, Jorge Lopez and Randy Thompson of the HRA. In the meeting items covered included: getting the contract between Highlands and the HRA completed, and a proposed production time-line beginning this summer. There will be follow-up meetings in the near future.

DIRT STOCKPILING ON LOT : Jorge Lopez of the Southwest Housing Partnership updated the board on the situation with the subcontractor that will be doing the site excavation and dirt work at the HRA building site. At this time the dirt work contractor has dirt stockpiled on a lot in Worthington that is owned by School District 518. That dirt will be used as additional fill for the HRA lot. The dirt on the School District Lot must now be moved to accommodate the time constraints of the General Contractor for the completion of the School District 518 project.

Due to Title Company Policy the dirt cannot be moved onto the HRA building site until after the bank loan has been closed and signed. For this reason the contractor will need to store the dirt on a separate lot located in Worthington which is owned by the SW Housing Partnership. The SW Housing Partnership will charge the HRA a nominal fee of \$1.00 for the dirt storage until the dirt can be moved to the HRA building site. The cost to The HRA for contractor having to move the dirt twice is estimated at an additional \$15,000.00

UNITED PRAIRIE BANK FOLLOW-UP: The Board instructed Executive Director Randy Thompson to follow up with United Prairie Bank on the progress and time line of the update appraisal for the building project.

FUTURE MEETING DATES: The Next board meetings will be held on May 27, 2014 at 5:15 p.m. at the Atrium Community Room. The Board also set their June meeting dates for June 10, 2014 and June 24, 2014 both meetings will be at 5:15 p.m. at the Atrium Community Room.

Having No Further business to discuss Chairman Lyle TenHaken declared the meeting adjourned at 7:00 p.m.

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

Respectfully Submitted by: Randy Thompson Signed: \_\_\_\_\_

**Worthington HRA Special Board Meeting  
Worthington City Council Chambers  
City Hall, Worthington, MN  
April 23, 2014**

Board Members Present: Lyle TenHaken, Scott Nelson, Heidi Ricard, Royce Boehrs, Mike Kuhle and Brad Chapulis

Excused Absence: None

Staff Members Present: Randy Thompson, HRA Executive Director

Others Present: Jorge Lopez of the Southwest Minnesota Housing Partnership.

Lyle TenHaken, Board Chairman called the meeting to order at 4:00 P.M

APPROVAL OF THE AGENDA: A motion was made by Heidi Ricard to approve the agenda with Changes as noted. The Changes to the Agenda included the following: Building Project Reserve account Monetary Level, Title Commitment and Title Insurance Company, Update on Land Dispute, Executive Director and Board Chairman Conversation with the Mayor & City Administrator. The motion was seconded by Mike Kuhle. The Motion Passed.

SOUTHWEST MINNESOTA HOUSING PARTNERSHIP HOUSING PROJECT UPDATES:

REVISED BUILDING PROPOSALS: A letter was sent to both Highland Homes and Northstar Homes on April 10, 2014 requesting that each company submit revised building proposals to include twelve specified building requirements for the proposal. As a result of this request both Highland Homes and Northstar Homes submitted new building and pricing proposals to the HRA with the required building specifications. Both Pricing Proposals were received by the due date of April 18, 2014.

Jorge Lopez of the Southwest Housing Partnership provided the board with an update on both proposals. The Highland Homes pricing proposal was in the amount of \$3,617,520.00 and the Northstar Homes pricing proposal was in the amount of \$4,392,743.00 Jorge did point out several items in the Highland Proposal that he recommended clarification be sought out in the proposal to include Radon Venting Outlets, and Smoke Barrier.

Jorge Lopez and Kent Simon both recommended to the board that the Highland proposal be accepted based on their proposal meeting the specifications required of the letter issued on April 10, 2014.

A motion was made by Mike Kuhle to accept the Highland Homes pricing proposal dated April 15, 2014 and award the building contract to Highland Homes for the price of \$3,617,520.00. to include Radon Venting Outlets and Smoke Barrier installed. The Motion was seconded by Royce Boehrs. The Motion Passed. Motion 04232014-A

ADDITIONAL BUILDING CONTRACT OPTIONS: As a part of Highland Homes pricing proposal there was also included additional pricing options for added features and appliances.

There was an additional option to include Energy Star rated Clothes Washers and Clothes Dryers for all 48 Units at an additional cost of \$33,600.

A Motion was made by Royce Boehrs to accept the additional option of including Energy Star Washers and Dryers for all 48 units for the additional cost of \$33,600.00. The Motion was seconded by Scott Nelson. The Motion Passed. Motion 04232014-B

BANK FINANCING COMMITMENT LETTER: The Bank Financing Commitment letter issued by United Prairie Bank dated April 14, 2014 was reviewed by the board. Several items in the commitment were discussed to include: the interest rate adjustment time period, the option to make additional principal payments to the loan throughout the term of the loan, the loan origination fee, and the required minimum monetary amount of the maintenance reserve account. After discussion a Motion was made by Mike Kuhle to accept the Bank Financing Commitment Letter from United Prairie Bank dated April 14, 2014. The motion was seconded by Scott Nelson. The Motion Passed. Motion 04232014 – C

TITLE COMMITMENT AND TITLE INSURANCE: The board considered having a title commitment and title insurance prepared by local attorney Todd Ahlquist or having a large national title insurance firm prepare the title commitment and issue title insurance. After discussion it was determined that a local law firm should be engaged to issue the title commitment and title insurance. A Motion was made by Heidi Ricard to have Attorney Todd Ahlquist do the title work and issue the title insurance policy for the land purchase. The motion was seconded by Royce Boehrs. The Motion Passed. Motion 04232014-D

LAND DISPUTE: Information in regards to the land dispute and property line dispute that was provided to the Southwest Housing Partnership from their attorney Joel Wilttrout was shared with the board in written correspondence from Lisa Graphenteen of the Southwest Housing Partnership. The written correspondence from Lisa indicated the following: Attorney Joel Wilttrout who is representing the Southwest Housing Partnership in this matter indicated to the Southwest Housing Partnership that he had a phone conversation with the opposing attorney. In this conversation the opposing attorney had mentioned that privacy slats were to be installed in the chain link fence. Joel Wilttrout indicated to the opposing attorney he understood his client would be providing a fence only. The opposing attorney also expressed concerns that the HRA would need access to his client's property to install and maintain the fence. Suggested wording for the fence agreement was provided by the opposing attorney. The opposing attorney indicated that this matter should be able to get done timely and he did sound very positive in the phone conversation.

MEETING WITH THE MAYOR AND CITY ADMINISTRATOR: Board Chairman Lyle TenHaken and Executive Director Randy Thompson reported to the board on meeting that they had with Worthington Mayor Alan Oberloh and City Administrator Craig Clark. The meeting was held on April 18, 2014. In the conversation the mayor and city administrator just wanted to make sure that the HRA board was aware that the property north of County Hwy 35 and north of the proposed site for the new housing development is zoned light-industrial, and that in the future a commercial or industrial business could possibly occupy the property north of County Highway 35. The lot is currently occupied by a residential property.



FUTURE MEETING DATES: The Next two board meetings will be April 29, 2014 at 5:15 p.m. and also May 13, 2014 at 5:30 p.m. at the Atrium Community Room.

Having No Further business to discuss Chairman Lyle TenHaken declared the meeting adjourned at 5:20 p.m.

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

Respectfully Submitted by: Randy Thompson Signed: \_\_\_\_\_

**Airport Advisory Board  
June 3, 2014**

The meeting was called to order at 7:00 a.m. by Keith Wilson at the Airport Terminal.

Members Present:	Rolf Carlson, Gary Ewert, Cameron Johnson, Jim Laffrenzen, Rod Sankey, Keith Wilson
Members Absent Excused:	Brian Larson
Staff Present:	Jim Eulberg, Director of Public Works; Angela Thiner, Secretary
Others Present:	Mark Freese-Prairie Holdings, Dwayne Haffield-City Engineer

**Approval of Minutes**

A motion to approve the minutes of the February 4, 2014 meeting was made by Rod Sankey and seconded by Jim Laffrenzen.

**Airport Advisory Board Business**

**Airport Consultant Selection**

Bolt and Menk has been selected as the consultant.

**Maintenance Updates**

Jim Eulberg updated the board on the maintenance of the airport.

Public Works has replaced the siding on the west side of the generator building.

Drain tile has been installed in the field to the north of the terminal building. Also to the east of the building new tile was installed and 750-800 feet of collapsed main tile was replaced.

Two (2) of the five (5) marker balls have been removed from the power lines which seems to have decreased the galloping which was occurring.

Jim Laffrenzen asked if the heater had been fixed in one of the hangar's. Jim Eulberg confirmed that had taken place before the end of last year. Cameron Johnson added that they ended up putting in another radiant heater tube in the heater.

Cameron Johnson noted that the big doors needed to be adjusted. As it was now he is having to wedge an object in the closer so he could push the door to catch the track creating a less than ideal situation pulling airplanes in and out.

Jim Eulberg noted that they were able to get a new mower with 2/3 funding from the State.

**FBO Report**

Cameron Johnson notified the board that the new engineer had been out and has been doing some boring for crack seal/repair on the taxiway that heads out to the east. Also some assessment was being done of the wetland for the taxiway extension.

Regarding the taxiway extension, discussion was had about narrowing the extension due to cost. The original runway was 50' wide and where the extension will take place, the runway will narrow down to 35' wide. Cameron stated that state funding was not available due to the fact that this runway is considered a secondary runway. If it were decided that the additional 15' should be included,

Integrity would be responsible for paying that portion of the extension. The FBO did not see an issue with the narrowing as planes would still have the option of back taxiing.

Cameron reported there are currently 3 empty hangars.

### **Old Business**

Jim Eulberg noted that this winter pilots will be given 5 gallon buckets of salt to help with any issues with ice build up.

Cameron Johnson asked for an update on the maintenance in front of Brian Larson's hangar. Jim Eulberg directed the question to Dwayne Haffield. He stated he would need to check into it. Jim Eulberg thought an option would be to put a patch over the area for the time being.

### **New Business**

#### **Installation of additional overhead door in hangar 4**

Mark Freese of Prairie Holdings, presented to the board that Prairie Holdings would like to put a larger door in the corporate hangar. Mark stated that Prairie Holdings would pay for the installation of the door. Jim Laffrenzen asked what the purpose would be of increasing door size. Mark Freese responded that he would be able to get a couple larger pieces in and out of the hangar. Jim Laffrenzen asked for clarification on if in fact those larger pieces would be non-aviation pieces. Mark Freese noted that during certain times of the year, it would be used for non-aviation purposes. Gary Ewert brought up the issue of state funding to the airport possibly being jeopardized if a specific policy was not made identifying what the uses of the hangars were. After additional discussion regarding how airplane hangar's are to be used Rolf Carlson made a motion to deny the request to modify the overhead door due to the door being of non-aviation use. Rod Sankey seconded the motion. Gary Ewert, Jim Laffrenzen, Rolf Carlson and Rod Sankey all voted in favor of denying the request. Due to a conflict of interest, Keith Wilson abstained from voting.

#### **Reassignment of lease holder for hangar 4**

Discussion was had regarding reassigning the lease holder from Integrity Aviation to Prairie Holdings. It was determined that this issue should be worked out between the City, Prairie Holdings and Integrity Aviation.

#### **Proposed Lease Agreement with Great River Energy for Replacement of Power Line Located East of Runway 11-29**

Dwayne Haffield summarized the need for the discussion regarding the Great River Energy Lease Agreement. After discussion was had among the board regarding the location of the power line, the requirement of marker balls and any future improvements Jim Laffrenzen motioned to approve the lease agreement stating that if an improvement becomes necessary, it shall be done at the cost of the tenant. Rolf Carlson seconded the motion and it passed unanimously.

### **Other Business**

Next meeting is scheduled for July 1, 2014 7:00 a.m.

### **Adjournment**

Rod Sankey motioned to adjourn the meeting at 8:17 a.m.. Rolf Carlson seconded the motion and it passed unanimously.

Angela Thiner  
Secretary

## CITY OF WORTHINGTON, MINNESOTA

MUNICIPAL LIQUOR STORE  
INCOME STATEMENTFor the Period 1/1/14 Through 5/31/14  
(Amounts in Dollars)

	Total 2014 Budget	MAY		%	YTD	
		Actual	Previous Year	YTD Actual to Budget	Actual	Previous Year
Sales						
Liquor	1,400,000	119,157	106,702	35.9%	502,293	476,583
Wine	460,000	33,331	33,884	35.1%	161,384	154,451
Beer	1,620,000	161,126	138,881	35.3%	572,396	541,559
Mix/nonalcohol	64,000	6,366	4,925	31.2%	19,969	27,571
NSF charges	300	-	-	20.0%	60	30
Net Sales	3,544,300	319,980	284,392	35.4%	1,256,102	1,200,194
Cost of Goods Sold						
Liquor	1,008,000	83,360	77,413	35.7%	359,640	350,463
Wine	324,000	23,731	23,610	34.6%	112,183	110,679
Beer	1,234,000	122,533	105,321	35.3%	435,779	409,315
Soft drinks/mix	41,500	3,740	3,905	39.7%	16,473	13,004
Freight	24,000	3,573	2,553	40.3%	9,675	8,965
Total Cost of Goods Sold	2,631,500	236,937	212,802	35.5%	933,750	892,416
Gross Profit	912,800	83,043	71,590	35.3%	322,352	307,778
Operating Expenses						
Personnel services	252,211	18,640	19,966	38.8%	97,766	97,538
Supplies	19,200	5,728	1,307	61.0%	11,715	6,069
Other services & charges	138,011	9,221	7,718	41.1%	56,759	37,245
Depreciation (estimated)	15,500	1,292	1,417	41.7%	6,460	7,085
Total Operating Expenses	424,922	34,881	30,408	40.6%	172,700	147,937
Operating Income (Loss)	487,878	48,162	41,182	30.7%	149,652	159,841
Non-Operating Revenues (Expenses)						
Interest earnings **	3,000	250	250	41.7%	1,250	1,250
Other non-operating	-	-	-	-	-	336
Total Non-Operating Revenue (Expense)	3,000	250	250	41.7%	1,250	1,586
Net Income (Loss) b/Operating Transfers	490,878	48,412	41,432	30.7%	150,902	161,427
Operating Transfers-Out	(225,000)	(18,750)	(16,667)	41.7%	(93,750)	(83,335)
Net Income (Loss)	265,878	29,662	24,765	N/A	57,152	78,092

\*\* Includes five months budget

## ADMINISTRATIVE SERVICES MEMO

**DATE: JUNE 9, 2014**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CONSENT AGENDA CASE ITEMS

**1. REVISED JOB DESCRIPTION FOR TECHNICAL DIRECTOR AT MEMORIAL AUDITORIUM**

The job description for the Technical Director at Memorial Auditorium was out of date and has been revised to meet the current job expectations and duties. Note that under the "Work Environment" change regarding hours, the technical director has been allowed 23 hours based on need with the upgrade/addition to the facility. None of the revisions will result in additional hours or compensation over that. A summary of the changes is attached as *Exhibit 1*.

Council action is requested to approve the revisions to the Technical Director of Memorial Auditorium job description as proposed.

**2. APPLICATIONS TO BLOCK STREET/SIDEWALK FOR CRAZY DAYS**

An application to block street and an application to block a portion of a sidewalk has been received from the Retail Committee of the Worthington Area Chamber of Commerce for their annual crazy days event as follows:

To Block 10<sup>th</sup> Street from Second Avenue to Fifth Avenue from 7:00 a.m. to 7:00 p.m. on Friday, July 25, 2014

To Block a portion of a sidewalk along Tenth Avenue from Second Avenue to Fifth Avenue, excluding the sidewalk in front of the Nobles County Government Center, and on Fourth Avenue from Tenth Street to the alley, from 7:00 a.m. on Friday, July 25, 2014 to 5:00 p.m. on Saturday, July 26, 2014

Amanda Walljasper-Tate has been designated as the safety officer for the event, and a certificate of insurance listing the City of Worthington as additional insured has been received.

Council action is requested on the application to block street and the application to block a portion of a sidewalk as indicated for the annual crazy days event.

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

**WORTHINGTON COUNTRY CLUB**

The Worthington Country Club has submitted an application for a temporary on-sale liquor license for their member guest day scheduled for Sunday, July 13, 2014. The required fees, paperwork and insurance certificate naming the City of Worthington as additional insured have been received.

Council action is requested on the application for a temporary on-sale liquor license from Worthington Country Club.

**CASE ITEMS**

1. **2013 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)**

Wayne Drealan, of Drealan, Kvilhaug, Hoefker & Co., PA, will be at the meeting to present the City's 2013 audit report. A copy of the CAFR is included separately with your Council Packet.

2. **FIRST READING PROPOSED ORDINANCE - TEXT AMENDMENT - FARMERS MARKETS**

At their August 12, 2014 meeting, Council adopted Ordinance No. 1073 amending Chapter 113 of the City Code to address farmers markets, which included only the selling of non-animal agricultural products directly to consumers. Prior to the first reading of the ordinance, then Police Chief Mike Cumiskey suggested that the definition of a farmer's market include *handmade, home-crafted products...* to accommodate those vendors also. The language was inadvertently left out of the proposed ordinance, which means those products will not be allowed to be sold at the markets.

Amanda Walljasper-Tate, head of the Chamber committee who works with the farmers market vendors, has requested that Council amend the ordinance to include those items. She has suggested they will add the following language to the registration guidelines they present to the market vendors which they are required to sign that they will comply:

Worthington Farmers Market Handmade/Handcrafted Items specifications:

- 1 Vendors are allowed to sell items they make themselves. These items include but are not limited to embroidered towels, crafts, jewelry, hot pads, yard art, etc.
2. Used items, garage sale items, antiques, new items such as clothing and purses are not allowed to be sold at the farmers market.
3. All vendors who sell handmade/handcrafted items must pay the sales tax required

by Minnesota law.

City Attorney Mark Shepherd said Council needs to make a decision to either allow products to be sold knowing that whether a product is "hand-made, home-crafted" will not be enforceable unless a seller should voluntarily admit that a product does not meet that description. If Council determines enforcement is an issue, it should leave the ordinance as it is now. A copy of the proposed ordinance is included as *Exhibit 2*.

Council action is requested to either move forward with the proposed ordinance by giving a first reading, to modify it as they choose and provide a first reading, or to determine to leave the existing ordinance regarding farmers markets as is.

3. **RESCIND COUNCIL ACTION TAKEN TO CREATE BALLOT QUESTION THAT COUNCIL AGREE ON TRANSFER, LEASE OR SALE OF PROPERTY FOR PURPOSE OF PUBLIC LIBRARY AND RESCIND COUNCIL ACTION TAKEN TO ALLOW TRANSFER OF THE PROPERTY TO THE COUNTY AND REMOVE IT FROM THE UPCOMING BALLOT**

At their Special Meeting April 10, 2014, Council considered a request from Nobles County to allow them to move forward with constructing a new public library on the property where the former outdoor pool was located. After much discussion, Council approved by a three to two vote to create a ballot option to go before the voters that Council agree on transfer, lease or sale of the property for the purpose of a public library. Following additional discussion, Council approved by a three to two vote to allow the transfer of the property to the County with the stipulation that if it ceases to be a library the property transfers back to the City.

Tom Johnson, Nobles County Administrator, has informed City staff that at their June 3, 2014 meeting, the Nobles County Board of Commissioners determined that the Library project will not be moving forward at this time. Based on that decision, Mr. Johnson and staff suggest that Council rescind their action taken at the April 10th, 2014 meeting regarding the former outdoor pool site and the intent for it to be used for a new library.

Mr. Johnson will be present at the meeting to answer any questions Council may have.

Council action is requested to make a motion to rescind the motion on April 10th allowing the transfer of the property to the County with the stipulation that if it ceases to be a library the property transfers back to the City and placing the measure on the ballot for voter approval.

## **CITY OF WORTHINGTON – POSITION GUIDELINES**

**JOB TITLE:** Technical Director

**DIVISION:** Administrative Services – Memorial Auditorium

**CLASSIFICATION:** Part-time

### **SUMMARY:**

The Technical Director, (herein after know as TD), has the daily responsibility for the technical operations of Memorial Auditorium including lighting, sound and coordinating necessary maintenance. The TD is responsible for all technical operations during a contracted performance/event.

### **ACCOUNTABILITY**

Position reports to: Memorial Auditorium Manager and City/Administrator

Position coordinates with: City of Worthington – City Administrator  
Memorial Auditorium Manager  
Memorial Auditorium Advisory Board of Directors  
Friends of the Auditorium, Inc. Board of Directors  
ISD #518  
Facility Contract Renters

### **Technical Director Overview:**

TD must communicate effectively both orally and in writing. TD will oversee lighting and sound systems, stage crews and volunteers appropriate to each performance/event. TD will perform minor repairs and preventative maintenance on equipment and maintain inventory of necessary supplies. TD will establish and maintain effective working relationships with representatives of various groups including, but not limited to, co-workers and vendors. TD will, per scheduling, maintain irregular and extended working hours.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The TD works independently and exercises independent judgment in performing a wide variety of duties. Because a TD may be called upon to deal with a wide range of technical issues, he or she benefits from a working knowledge of techniques, methods and procedures of theatre, dance, and music productions and presentations. Technical issues include, but are not limited to, stage, set, sound and lighting design and implementation, stage management, computerized lighting systems, stage carpentry, appropriate safety precautions and procedures.

Generally, the TD will perform duties as assigned by Auditorium Management and communicates with the Auditorium Management in regards to all of the job performance duties listed below. The TD may perform any or all of the following:

- Operates, maintains, and safeguards the technical assets of the theatre, including supervising the use of lighting, sound, scenery, communications equipment, and the use and maintenance of the facility.
- Determines the necessary technical support in advance of production dates including, but not limited to, lighting, sound, staging, and special needs necessary for performances and events at the facility.



- Arranges the set-up, maintains and operates lighting and sound systems for theatre, dance, music, and other productions and projects; assists guest designers and artists with technical matters.
- Advises contracted lighting and sound designers on the technical specifications, costs, and usage of technical equipment required for the individual performance/event, and supervises the implementation of approved technical designs.
- Supervises and assists with set and stage construction and management.
- Assists in recruiting, training and assignment of volunteer or paid technical staff for individual performances/events.
- Advises contracted facility renters and visiting productions on safety, technical characteristics, and other areas of facility operations.
- Monitors the condition of equipment including lighting, sound, and rigging and arranges for the repair and replacement within budgetary constraints, and performs preventive maintenance on equipment.
- Assists with the preparation and control of production budgets and maintains inventory and orders specialized equipment and supplies.
- Attends rehearsals in order to supervise and assist with the technical aspects of mounting the performance/event.
- Makes recommendations to the Auditorium Manager, City Administrator, and Memorial Auditorium Advisory Board of Directors, regarding capital purchases of technical equipment.

### **PERIPHERAL DUTIES**

Attend seminars and workshops related to continuing education of the position.

### **PHYSICAL DEMANDS**

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

While performing the duties of this job, the employee is regularly required to use hands to handle, feel or operate objects and controls, and reach with hands and arms. The employee frequently is required to talk, hear, sit, walk and stand. The employee may be required to lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. The employee must be able to climb ladders. Specific vision abilities required by this job include close, color, and distance vision.

### **WORK ENVIRONMENT**

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

While performing the duties of this job, the employee typically works a 23 hour work week setting hours to meet scheduling needs. The noise level in the work environment ranges from low to moderate/high.

### **JOB REQUIREMENTS**

Minimum Qualification:

- A. Knowledge and experience in lighting and sound systems.
- B. Knowledge and/or interest in the performing arts.
- C. High school diploma.

**Previous Job Title:** Maintenance/Technical Director  
**New Job Title:** Technical Director

**Previous Job Summary:** On-site general maintenance and cleaning, plus technical director duties.  
**New Job Summary:** Strictly technical director duties.  
FYI – The general maintenance and cleaning was never done by the technical director.

**Accountability:** Same

The new job description includes a detailed overview prior to the Essential Duties & Responsibilities paragraphs.

**Previous Essential Duties and Responsibilities:** Includes maintenance and custodial duties.  
**New Essential Duties and Responsibilities:** Does not include maintenance and custodial duties. New description goes into greater depth of the duties and expectations of the technical director.

**Peripheral Duties:** Same

**Equipment:** Not included on the new job description as a separate section, but included in Essential Duties and Responsibilities.

**New Physical Demands:** Includes additional words: “and occasionally lift and/or move up to 50 pounds.” “The employee must be able to climb ladders.”

**Previous Work Environment:** States “the employee typically works a 20 hour work week”  
**New Work Environment:** States “the employee typically works a 23 hour work week”

**Previous Job Requirements:** Includes “Knowledgeable and experienced in custodial services.” “Knowledgeable and experienced in public address systems.” These are not included in the new job requirements.  
**New Job Requirements:** States “Knowledge and experience in lighting and sound systems.” “High School Diploma”

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

AN ORDINANCE TO AMEND CHAPTER 113 OF THE WORTHINGTON CITY CODE

The City Council of the City of Worthington Do Ordain:

Section I.

Worthington City Code Section 113.01 is hereby amended so that the definition of "Farmers' Market" shall read as follows:

**113.01 DEFINITONS**

***FARMERS' MARKET.*** A farmers' market is an association or group of local producers who assemble at a defined public location for the primary purpose of selling non-animal agricultural, handmade, or home-crafted products directly to consumers.

Section II.

The remaining definitions set forth in Worthington City Code Section 113.01 shall remain unchanged.

Section III.

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

Passed by the City Council of the City of Worthington, Nobles County, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

(SEAL)

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

## PUBLIC SAFETY MEMO

**DATE: JUNE 6, 2014**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

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

### CASE ITEM

**1. PUBLIC HEARING AND CONSIDERATION OF ORDER TO ABATE NUISANCE**

On April 15, 2014 a fire damaged property at 617 Omaha Avenue, a property owned by Israel Verastegui. At the time of the fire the City of Worthington was pursuing action against Mr. Verastegui for failure to abate in a timely manner nuisance violations at the same property. Mr. Verastegui has been less than cooperative in nuisance abatement and interaction between himself and Community Services Officer (CSO) Onnen.

CSO Onnen has had much interaction with Mr. Verastegui and has seen few results from Verastegui. Neighbors have reported unhealthy and unsanitary conditions in Mr. Verastegui's back yard. The back yard is enclosed by a fence. CSO Onnen has been working with City Attorney Mark Shepherd in the process to abate the nuisances (see **Exhibit 1**).

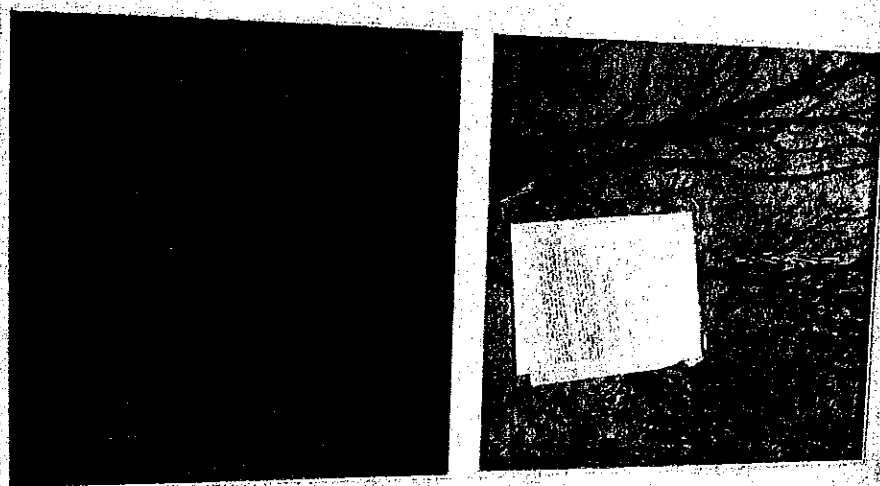
After the occurrence of the fire, CSO Onnen made contact with Verastegui to inform him that the debris was a nuisance and she gave him a timeline to clean up the nuisance. Mr. Verastegui made little or no progress in removing the nuisance. Verastegui was given 14 days to abate the nuisance and that if the nuisance was not abated in the 14-day period the matter would be brought for a hearing before the Worthington City Council (see **Exhibit 2**). The letter was sent certified mail and Verastegui did not sign for the letter. The letter then was personally served on Mr. Verastegui by the Worthington Police Department and a copy was placarded to the front door of the property.

Mr. Verastegui has failed to abate the nuisance at 617 Omaha Avenue. Staff is requesting the Council to approve an order to abate the nuisance by utilizing City staff or private contractor to clean the health and safety nuisance located on the property.

CSO Onnen and City Attorney Shepherd are here to answer any questions.

**Proposed Motion:** Approve order to abate health and safety nuisance at 617 Omaha Avenue, Worthington, MN.

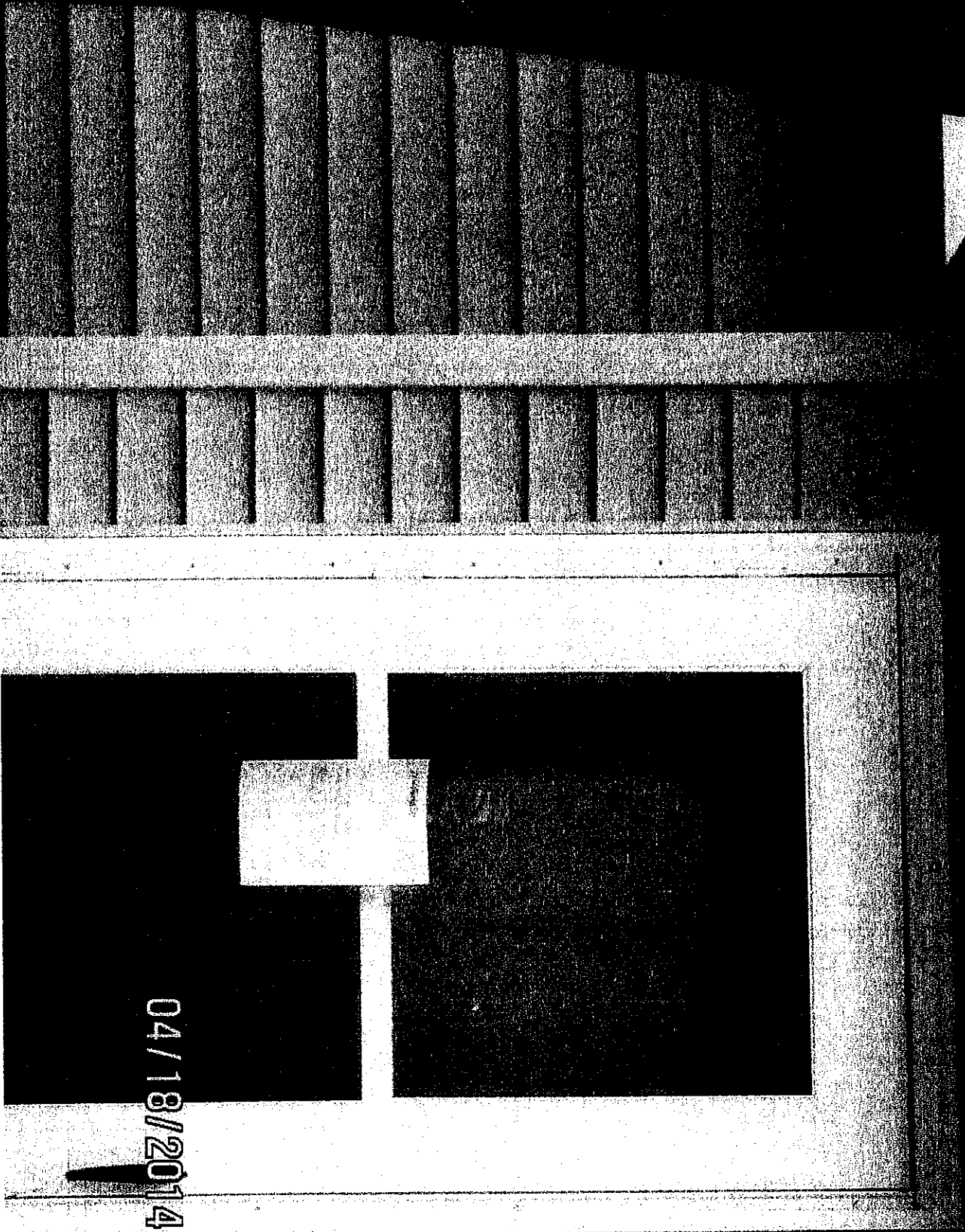
*Placard Property*



617

05/15/2014 23:33

Placard Property -



04/18/2014

22:08

617



Exhibit 1B



04/16/2014 02:46

Exhibit 1C





04/16/2014 22:49



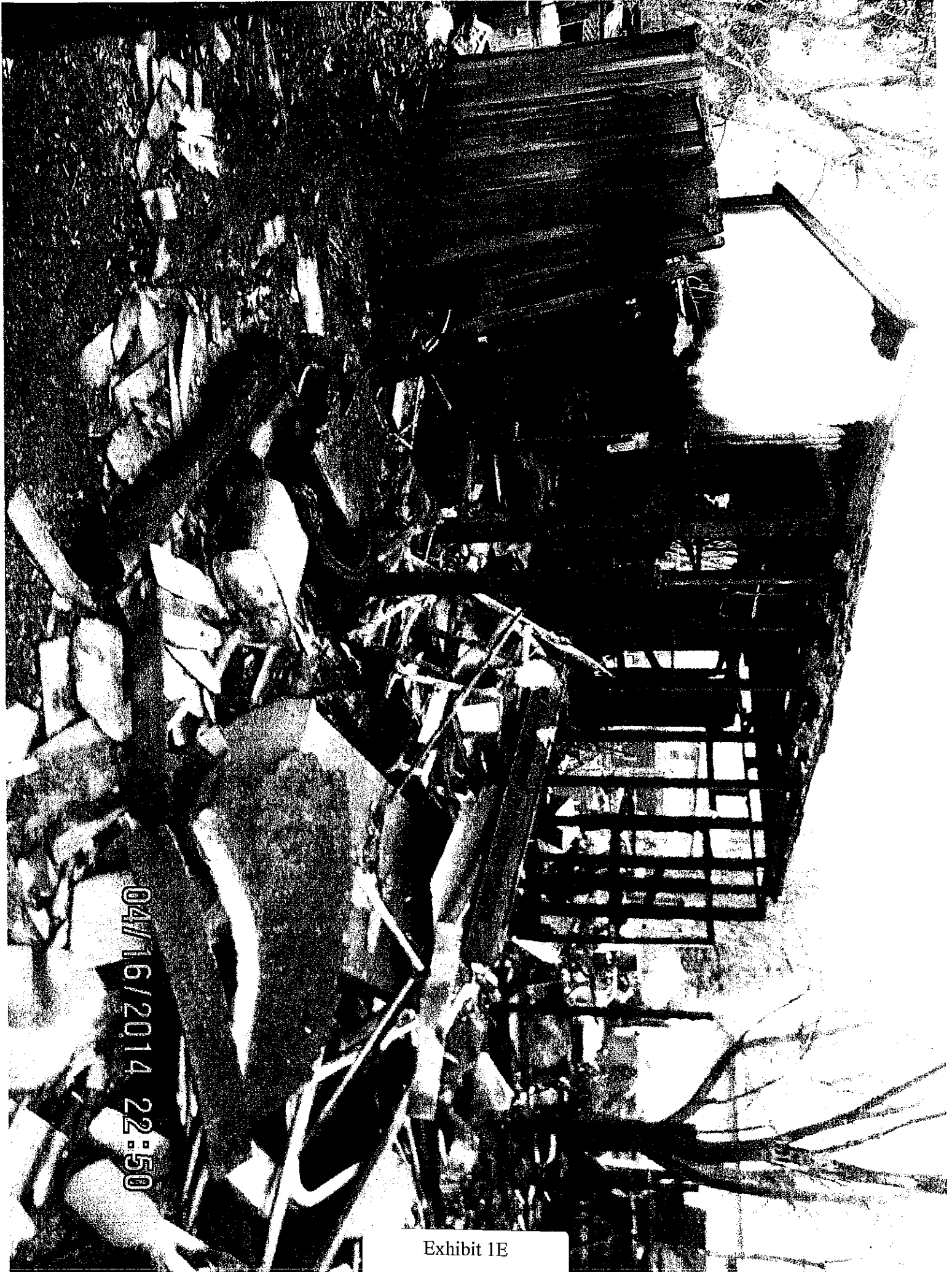


Exhibit 1E

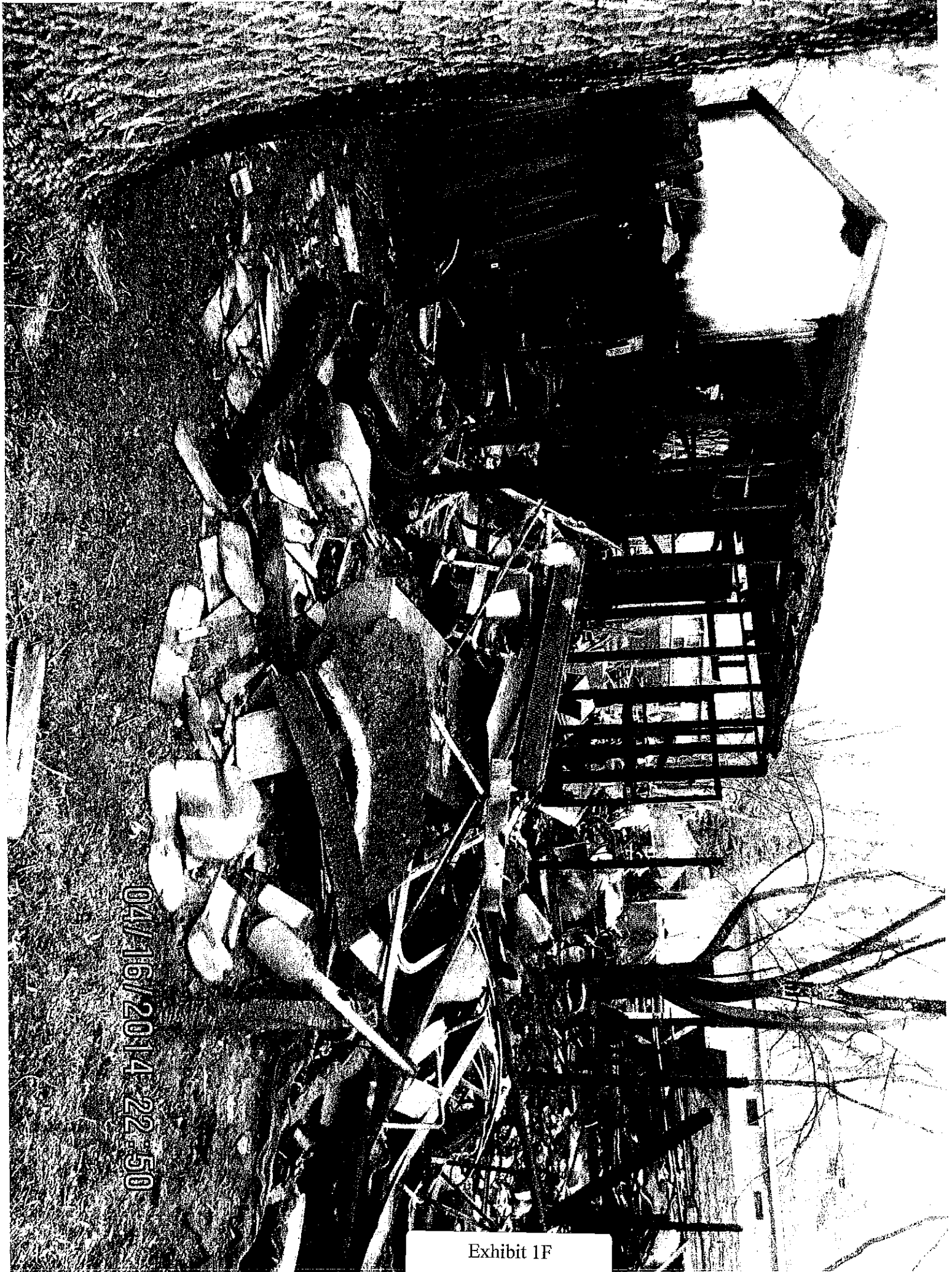


Exhibit 1F



04/16/2014 22:50

Exhibit 1G



04/16/2014 22:51

Exhibit 1H





04/16/2014 22:50

Exhibit 11



04/16/2014 22:49

Exhibit 1J

## NOTICE OF VIOLATION

To: Israel Verastegui  
617 Omaha Avenue  
Worthington, MN 56187

In re: Tax Parcel ID No. 31-3371-0000

Street Address: 617 Omaha Avenue, Worthington, MN 56187

The purpose of this notice is to advise you that a public nuisance has been determined to exist on the above described property which is owned by the person to whom this notice is directed. The determination of the existence of the public nuisance has been made by the Neighborhood Services Officer for the City of Worthington.

As of the date of this notice, the property appears to be in violation of Worthington City Code Chapter 92, Section 92.02 and Section 92.21(B). The property may be in violation of other sections of Chapter 92 of the Worthington City Code.

A Bill of Particulars is attached to and made a part of this notice as fully as if set forth herein. The particularity of the Bill of Particulars is not to be interpreted to limit the generality of any of the statements made in this Notice of Violation.

Within 14 days from the date of this Notice of Violation, the owners of the property described above must present to the City of Worthington Neighborhood Services Officer an acceptable plan for abatement of the public nuisance which has been found to exist on the property described above. If an acceptable plan for abatement is not presented within the 14-day period, this matter will be brought on for hearing before the Worthington City Council.

If the matter is brought to a hearing before the City Council, a notice of the hearing will be served on the persons to whom this notice directed. At the hearing said persons will be allowed to be heard and present evidence which is material to the question of whether there is or is not a public nuisance located on the real estate described in this notice. Evidence will also be presented to the Worthington City Council by

representatives of the City of Worthington which is material to the question of whether there is or is not a public nuisance on the real estate described in this notice.

Dated: May15, 2014

Mark W. Shepherd  
Mark W. Shepherd  
City Attorney  
City of Worthington  
PO Box 517  
Worthington, MN 56187-0517



## BILL OF PARTICULARS

Israel Verastegui  
617 Omaha Avenue  
Worthington, MN 56187

The partially burned shed

The partially burned fence

Burned debris in the rear and side yards

Other debris in the rear and side yards such as tires and lumber

## PUBLIC WORKS MEMO

**DATE:** JUNE 5, 2014

**TO:** HONORABLE MAYOR AND CITY COUNCIL

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

### CASE ITEMS

#### **1. CONSIDER APPROVAL OF A PRIVATE DOCK PERMIT FOR 713 MAY ST.**

The City has received a request from Brian Standafer, 713 May St., for permission to place a dock on the street Right-of-Way for May Street as it extends to Lake Okabena (*Exhibit 1*). May St. is a dead end street running southerly from Lake Ave. to Lake Okabena. There are 5 parcels adjacent to May St, two of the parcels have lake frontage, (*Exhibit 2*). Originally Mr. Standafer had placed his dock on the parcel to the east of May St. but for some reason that option apparently is unavailable this year, therefore he is requesting permission to locate his dock approximately 30 to 50 feet west of where it had been previously. This would place his dock on the May St. ROW necessitating a permit from the City.

At the Council Meeting on April 14, 2014, Council set the maximum number of private dock permits on public property at 9, the same number as in 2013. Consequently if Council were to act favorably on the request the maximum number of permits for private docks on public property on Lake Okabena should be raised to 10 to reflect the Standafer's permit.

It should be pointed out all the other permits for private docks on City property are either on City Park Land or on small City owned parcels. None, to date, are on City owned Right-of-Way.

**Council Action direction requested:** Should Council want to approve or deny the application for a private dock on City property should reflect the reasoning for the decision. If the decision is to approve the permit an additional motion should be made raising the maximum number of private dock permits issued by the City to 10 from 9.

**APPLICATION FOR PERMIT INSTALL DOCK  
UPON PUBLIC PROPERTY IN LAKE OKABENA**

The following undersigned party does hereby apply for a permit to install a boat dock in Lake Okabena and will adhere to the following stipulations:

1. Applicant shall pay an annual dock permit fee. The fee for 2014 is \$135.00. The annual fee shall be submitted with the application.
2. Applicant shall furnish a certificate of insurance to the City of Worthington. The certificate will be presented to the City after receiving the dock permit and before the dock is constructed and placed. The insurance shall have a minimum of \$1,000,000 liability limit. The insurance must remain in effect until the dock owner has removed all material from public property.
3. The dock owner shall sign the dock with an approved sign, purchased from the City of Worthington. The sign indicates that swimming or diving from the dock is prohibited and "Open to Public". The sign cost shall be at cost from the City. This sign will become the property of the owner and can be used until the City determines that the condition of the sign has deteriorated to the point that it no longer serves its intended purposes.
4. The dock owner shall not be permitted to **alter the shoreline** prior to or after installation of dock.
5. The City shall inspect the dock after notification that construction or placement is completed and will inspect the dock on a weekly basis thereafter. The City requires the owner to upgrade or repair deficiencies as determined through the inspections.
6. Applicant agrees to completely remove the dock and all pertinent items from the water by October 15, of the year that the permit is issued. If the dock is not removed by the specified time, City employees shall remove the dock with all equipment and labor charges to be paid by the permit holder. Labor and equipment rates to be billed at the rate established for private work by the City.
7. This permit is valid, upon issue, to December 31 of the permitting year.
8. Any violations of the above stipulations will be just cause for revocation of the permit and after notification of such revocation, applicant shall have ten (10) days to remove dock or City employees will do so under the same cost provisions as in Item #5 above.

Enter proposed dock location, giving best description possible: Approximately 60 feet West of current location. Located directly at the South end of dead end May Street.

I hereby agree to the above stipulations and will furnish necessary proof of insurance if permit is approved. Insurance will be valid before material is placed on public property and shall not be terminated until after all material has been removed from public property.

Applicant: Brian and Shelley Standager Date: 6-4-14

Application is **APPROVED**

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



Exhibit 2A

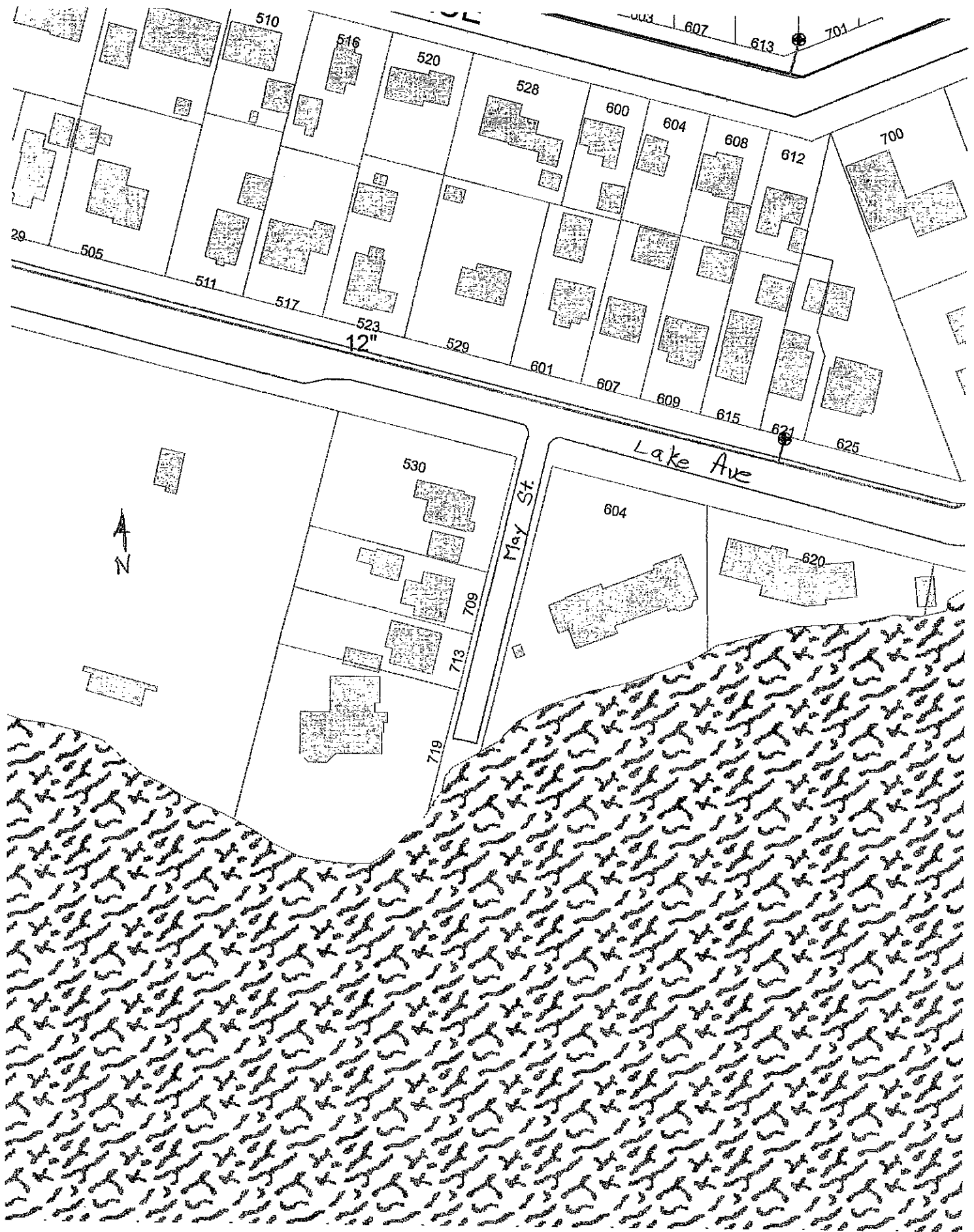


Exhibit 2B

## ENGINEERING MEMO

**DATE: JUNE 6, 2014**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

### CONSENT AGENDA CASE ITEM

#### **1. RESOLUTION PERTAINING TO INTENT TO BOND FOR COSTS INCURRED IN MAKING PUBLIC IMPROVEMENT**

Federal tax regulations require that local governments declare the intent to reimburse themselves for prior costs incurred in making public improvements with proceeds from bonds. In other words, the City must state the intent to sell bonds for a project after significant costs have already been incurred for the project. It is typical for the City to temporarily finance improvements with construction fund reserves until an adequate amount of costs from various projects have been incurred to warrant the issuance of a bond. Staff recommends that Council pass the resolution in Exhibit 1 as it pertains to the following improvement as approved at the March 24, 2014 Council meeting:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
Okabena Street Trunk Water Main Extension	\$247,500

The maximum amount listed in the resolution is approximately 10% higher than the project estimate presented for the project ordered by Council.

It may be noted that the project as presented was not proposed to be bonded unless it was able to be combined with other improvements due to the low percentage of assessments receivable. The resolution does help preserve the ability to provide temporary bond financing of the project should that opportunity develop.

### CASE ITEMS

#### **1. PROPOSED GRAND AVENUE IMPROVEMENTS**

##### *Street Improvement Options*

The City has received the petition in Exhibit 2 for the extension of Grand Avenue from its current end (about 200 feet) north of Oxford Street to the north line of the South Half

of the Southwest Quarter of Section 13. This extension of approximately 1,050 feet was petitioned for to accommodate the multi-family residential development proposed by the Southwest Minnesota Housing Partnership. The petition does only represent 33% of the frontage abutting the improvement as petitioned for and therefore the petition is not adequate as defined in the provisions of state statutes pertaining to special assessment for public improvements. The petition does indicate a strong interest in the improvement.

The improvement as petitioned for does not result in the extension of Grand Avenue to Darling Drive. Council has previously expressed an interest in the extension of Grand Avenue to Darling Drive rather than to a point needed for any specific development. The extension of Grand Avenue from the point petitioned for to Darling Drive will involve an additional 520 feet, more or less, and affect three additional property owners.

Staff has prepared two versions of the resolution required to initiate a street improvement process. One version is for the extension as petitioned and the other for an extension to Darling Drive. Either improvement option will be Council initiated rather than initiated by petition. A Council initiated improvement requires a 4/5 vote of the Council to order an improvement (at or following the hearing) rather than a simple majority as required in the case of a petition initiated improvement.

#### ***Complete Streets/Sidewalk Considerations***

Whereas the proposed street extension would be considered a minor collector, City improvement standards would require installation of sidewalks on each side of the street. The complete streets policy adopted by Council on March 25, 2013 further requires that consideration be given to all forms of transportation when undertaking street projects. At a minimum, consideration of sidewalk installation should be integrated into the process of advancing either of the street extension project options.

Typically, installation of sidewalks might be considered part of a street improvement and included in the description of the improvement. Whereas no sidewalk is located on either side of Grand Avenue from Oxford Street to its current northerly end (approximately 200 feet), it is proposed that sidewalk installation be considered in an improvement project commencing at Oxford Street and ending at the northerly termini of the street extension option chosen by Council. The design considerations in the sidewalk and roadway improvements should be integrated, however, the length of project and abutting properties differ.

Staff has prepared two versions of the resolution to initiate a sidewalk improvement process. One version is for an improvement commencing at Oxford Street and ending at the street extension petitioned for and the other for an improvement commencing at Oxford Street and ending at Darling Drive. As with the street extension, the sidewalk improvement would be a Council initiated improvement.

***Project Timing and Engineering Resources***

In order to avoid conflicts between construction of the residential development and street construction, the Southwest Minnesota Housing Partnership is requesting the street improvement be advanced this year. Due to the length of time required to proceed through the public improvement process and the availability of staff resources, projects petitioned within a year are typically not able to be developed in that same year. Initiation of late season projects is considered to be at Council's discretion and usually based on the priority of the project and availability of consulting services.

Assuming priority will be given to accommodating the proposed development, staff requested a proposal from I & S Group for services needed for assistance in development of the feasibility report and for development of plans and specifications. I & S Group is the consultant working with the Southwest Minnesota Housing Partnership and is available to commit to the project. The firm's proposal is included in Exhibit 2 and lists fees for the services required for either of the project options. At this time it is proposed that most construction phase services would be provided by City staff. The consulting fees of \$23,700 or \$28,300 would be part of the project costs and included in the funding proposed for the project which is anticipated to be bonding with revenue from special assessment and special levy utilized for making bond payments.

***Recommendations***

Staff recommends that Council pass the pair of resolutions in Exhibit 2 corresponding to the length of project Council wishes to initiate at this time. The resolutions corresponding to the street extension as petitioned for would be the two stating:

*"WHEREAS, It is proposed to improve the following described street by grading, base construction, curb and gutter construction, and surfacing:*

*GRAND AVENUE from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West "*

and,

*"WHEREAS, It is proposed to improve the following described street by construction of sidewalks:*

*GRAND AVENUE from Oxford Street to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West"*



The resolutions corresponding to the street extension to Darling Drive would be the two stating:

*"WHEREAS, It is proposed to improve the following described street by grading, base construction, curb and gutter construction, and surfacing:*

*GRAND AVENUE from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West to Darling Drive"*

and,

*"WHEREAS, It is proposed to improve the following described street by construction of sidewalks:*

*GRAND AVENUE from Oxford Street to Darling Drive"*

Staff also recommends that Council accept the proposal from I & S Group and authorize execution of an agreement reflecting the services required for the selected improvement subject to the City Attorney's approval of the contract.

## **2. EASEMENTS AND AIRPORT LEASE FOR GREAT RIVER ENERGY POWER LINE PROJECT**

As stated in Great River Energy's project fact sheet: "Great River Energy and Worthington Public Utilities are working together to improve the area's electric reliability and meet demand. Worthington Public Utilities, recently permitted a new transmission line to link its east and west substations and constructed it to 115,000 volts (115 kV) standards. Great River Energy, power supplier to Nobles Cooperative Electric, has an old transmission line built in 1962 that needs to be rebuilt and proposes to rebuild it to 115 kV standards. The entire transmission system will continue to operate at 69 kV until a future 115 kV connection is established."

In order to undertake the project, Great River Energy (GRE) requires two easements from the City and a concurrent use airport lease with the City. The project and general location of the easements and lease are shown on the map included in Exhibit 3. The easement allows GRE access to the property to install and maintain the lines as well as maintain vegetation so as to abate sources of potential damage to the lines.

### ***Town Road Easement***

As part of the initial runway 11-29 project, the City constructed a road from TH 60 north to 230<sup>th</sup> Street on an alignment with Roberts Avenue. This road was provided due to the severance of Read Avenue (one mile west) by the runway. The road remains part of "Airport Property". The City also acquired, separate from the airport acquisitions, a small triangle of land on the west side of Roberts Avenue immediately north of 230<sup>th</sup> Street. This triangular tract of land was apparently acquired to accommodate a transition of the minor shift in alignment from south to north of 230<sup>th</sup> Street. Conveyance of this non airport property to the township for road purposes can be considered as time allows. The proposed GRE easement covers the entire tract.

### ***Substation Easement***

This easement covers the westerly portion of the substation site located west of Joosten Road as shown on the exhibit included with the easement in Exhibit 3. Worthington Public Utility staff have been involved in the evaluation of the proposed easement and support the easement as part of the mutually beneficial project.

### ***Airport Lease***

Although the GRE line being replaced did exist prior to the airport acquisitions, there is no recorded easement or other document protecting GRE's right to use the land for installation and maintenance of the line. The City is obligated, through use of aviation funds, to maintain its full rights to use and control "airport property" for airport purposes. This obligation prevents the City from granting an easement to GRE for the line through "airport property", however, the City may lease a portion of land for the line provided the lease preserves the City's ability to utilize the property for airport purposes and the use does not interfere with airport functions. Such leases are referred to as concurrent use leases.

The existing and replacement line is located within Airport Safety Zone A. Aerial lines are prohibited in Safety Zone A but the line may be reconstructed as a grandfathered installation. The line may not increase in non conformity and therefore may not be increased in height.

The proposed lease includes provisions to prevent interference with airport operations, allows the City to require relocation of the line at GRE's expense if required for airport improvements, and restricts the line height through Safety Zone A to its current height. The lease allows the City to require installation of marker balls but does not require their immediate installation since the line has been in existence since Runway 11-29 was constructed. The lease also includes other provisions required in airport leases. The lease is for 50 years with automatic renewal and includes a payment of \$3,000 for the initial 59

years. The lease revenues do need to be used for airport purposes.

The proposed lease was reviewed and approved at the Airport Advisory Board's June 3, 2014 meeting. The FAA did not require review of the proposed lease since it addressed an existing facility.

***Recommendation***

Staff recommends that Council authorize the Mayor to execute the easements and airport lease included in Exhibit 3.

**3. AWARD CONTRACT FOR 2014 SEAL COATING PROJECT**

Staff will have a recommendation on the bids to be received at 2:00 pm on June 9, 2014 for the 2014 Seal Coating project. This project is locally funded and involves application of a (chip) seal coat on various streets.

**4. AWARD CONTRACT FOR OXFORD STREET JOINT SEALING PROJECT**

Staff will have a recommendation on the bids to be received at 2:00 pm on June 9, 2014 for the Oxford Street Joint Sealing project. This project involves sealing the joints on Oxford Street from Diagonal Road to McMillan Street. This project is also locally funded.

**RESOLUTION NO.**

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

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

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

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

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

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

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
<i>Okabena Street Trunk Water Main Extension</i>	<i>\$247,500</i>

**2.** Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the City will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

**3.** As of the date hereof, there are no City funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

*Resolution No.*  
*Relating to Financing . . .*  
*Page 2 of 2.*

4. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the City to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the City maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9th of June, 2014.

(SEAL)

---

Alan E. Oberloh, Mayor

Attest 

---

Janice A. Oberloh, City Clerk

# PETITION for IMPROVEMENT

We, the undersigned, being the owners of real property abutting on the street as hereinafter described, do hereby petition the City Council of the City of Worthington, County of Nobles, State of Minnesota, to improve by grading, base construction, curb and gutter construction, and surfacing the following described street, or portions thereof, in said City of Worthington, Nobles County, Minnesota, to-wit, pursuant to Minnesota Statutes, Chapter 429 <sup>(1)</sup>:

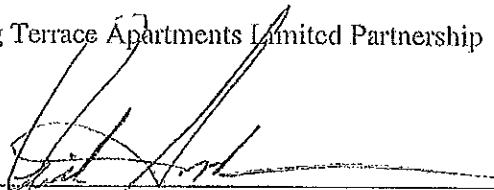
*GRAND AVENUE from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West.*

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Lot 15, except the east 50 feet for street, Auditor's Plat of Part of the West Half of the Southwest Quarter, Section 13, Township 102 North, Range 40 West. (31-0621-000)

---

Viking Terrace Apartments Limited Partnership



Southwest Minnesota Housing Partnership, Managing General Partner  
By: Rick Goodemann, its CEO

5/30/2014  
Date



<sup>(1)</sup> Minnesota Statutes, Chapter 429 provides for the assessment of the abutting property for all or a portion of the cost of the improvement.

# PETITION for IMPROVEMENT

We, the undersigned, being the owners of real property abutting on the street as hereinafter described, do hereby petition the City Council of the City of Worthington, County of Nobles, State of Minnesota, to improve by grading, base construction, curb and gutter construction, and surfacing the following described street, or portions thereof, in said City of Worthington, Nobles County, Minnesota, to-wit, pursuant to Minnesota Statutes, Chapter 429 <sup>(1)</sup>:

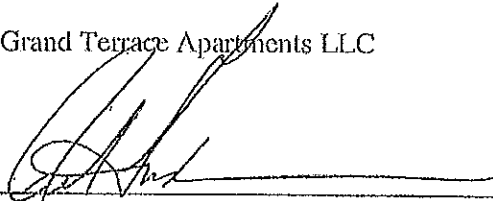
*GRAND AVENUE from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West.*

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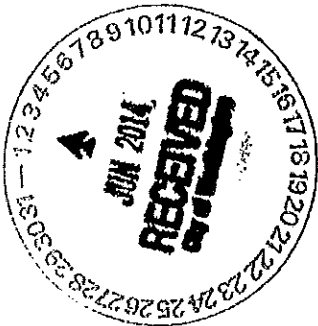
Lots 10, 11, 12, and 13, excepting therefrom the southerly 76.00 feet, more or less, of said Lot 13, Auditor's Plat of Part of the West Half of the Southwest Quarter, Section 13, Township 102 North, Range 40 West.  
(31-0616-000; 31-0617-000; 31-0618-000; 31-0619-000)

---

SWMHP Grand Terrace Apartments LLC

  
Rick Goodemann  
Chief Manager/President

5/30/2014  
Date



<sup>(1)</sup> Minnesota Statutes, Chapter 429 provides for the assessment of the abutting property for all or a portion of the cost of the improvement.

**RESOLUTION NO.**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

**WHEREAS**, It is proposed to improve the following described street by grading, base construction, curb and gutter construction, and surfacing:

**GRAND AVENUE** from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West, to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West

and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement will be referred to the city engineer for study, and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvement as recommended.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9<sup>th</sup> day of June, 2014.

(SEAL)

---

Alan E. Oberloh, Mayor

---

Janice A. Oberloh, City Clerk



**RESOLUTION NO.**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

**WHEREAS**, It is proposed to improve the following described street by construction of sidewalks:

**GRAND AVENUE** from Oxford Street to the north line of the South Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West

and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement will be referred to the city engineer for study, and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvement as recommended.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9<sup>th</sup> day of June, 2014.

(SEAL)

---

Alan E. Oberloh, Mayor

---

Janice A. Oberloh, City Clerk

**RESOLUTION NO.**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

**WHEREAS**, It is proposed to improve the following described street by grading, base construction, curb and gutter construction, and surfacing:

**GRAND AVENUE** from the south line of Lot 16 of Auditor's Plat of Part of the West Half of the Southwest Quarter of Section 13, Township 102 North, Range 40 West to Darling Drive

and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement will be referred to the city engineer for study, and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvement as recommended.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9<sup>th</sup> day of June, 2014.

(SEAL)

---

Alan E. Oberloh, Mayor

---

Janice A. Oberloh, City Clerk

**RESOLUTION NO.**

**ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT**

**WHEREAS**, It is proposed to improve the following described street by construction of sidewalks:

**GRAND AVENUE** from Oxford Street to Darling Drive

and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement will be referred to the city engineer for study, and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated total cost of the improvement as recommended.

Adopted by the City Council of the City of Worthington, Minnesota, this the 9<sup>th</sup> day of June, 2014.

(SEAL)

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Alan E. Oberloh, Mayor

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Janice A. Oberloh, City Clerk

April 16, 2014



Dwayne Haffield, PE  
City Engineer  
City of Worthington  
P.O. Box 279  
Worthington, MN 56187  
Via Email: [d.haffield@ci.worthington.mn.us](mailto:d.haffield@ci.worthington.mn.us)

**RE: Professional Services Proposal for Grand Avenue Extension  
Worthington, Minnesota**

Dwayne:

Thank you for the opportunity to provide you with a professional services proposal to assist the City of Worthington with a street extension project involving Grand Avenue. We understand that the City is considering two potential extension lengths. Option 1 would include an extension of 1,100 linear feet while Option 2 would provide an extension of 1,600 linear feet. Design will also include review of the existing stormwater management system and completion of a drainage study to meet current MPCA Standards.

Based on the information you provided, the necessary platting has been completed, and underground trunk utilities (water, sewer, and storm) have been previously constructed. We understand that the City of Worthington has started the design process for the extension. Our proposal assumes that the existing AutoCAD files would be made available to us as a baseline for the subsequent design work.

With these considerations in mind, ISG proposes to provide the following scope of services to assist the City of Worthington with meeting the requirements of this project.

**Topographic Surveying**

ISG will complete a topographic survey to locate existing topographic features including structures, sidewalks, parking lots, roadways, and newly constructed utilities that may be incorporated into the overall design. Unless specifically requested the survey will not include tree location.

**Preliminary Engineering**

ISG will provide preliminary engineering services to assist with preparation of the required 429 Feasibility Report and preliminary assessments. You have indicated that the City will prepare the report and preliminary assessment roll with the preliminary engineering information provided by ISG. This information will include design considerations and cost estimates divided according to the City's assessment policy. It is understood that cost estimates will need to include an equivalent residential street for determination of rates. Based on our conversations with you, attendance during assessment hearings will not be required at this time. Should this become required as the project progresses, ISG is able to accommodate your requests for hearing attendance on an hourly basis.

**Design and Drainage Study Update**

ISG utilize the information you provide as well as the information obtained from the topographic survey to update the existing drainage study for the extension area to meet current NPDES/MPCA Standards. Based on the results of the updated drainage study and calculations, ISG will also evaluate whether the existing stormwater pond will need to be expanded to increase required stormwater capacity. This will include exploration of potential modifications to the existing stormwater system through a cooperative agreement as well as other solutions for future onsite development compliance.

**Construction Documents**

ISG will prepare comprehensive Construction Documents to encourage competitive bidding and construction of the roadway extension project. Construction Documents will include a grading and drainage plan, stormwater management plans which may include potentially expanding the existing stormwater pond, Stormwater Pollution Prevention Plan (SWPPP), landscaping plan, paving plan, striping plan, signage plan, and specifications. Plans will also incorporate ADA accessibility requirements for sidewalk crossings.

115 East Hickory Street, Suite 300 + Mankato, MN 56001

[info@is-grp.com](mailto:info@is-grp.com) + [www.is-grp.com](http://www.is-grp.com)

P: 507.387.6651

## I+S GROUP

### Bidding

I&S will prepare appropriate bidding documents to accompany the construction plans and specifications. We will also assist with soliciting bids for the work, evaluating the bids, and recommendation of a general contractor. Upon selection of a general contractor, I&S also will assist with drafting a contract between the owner and the contractor.

If requested, I&S is also able to prepare bid documents for Option 1 as the base bid and incorporate an Add Alternate for the additional linear feet which are part of Option 2. This will allow the City of Worthington to easily incorporate the additional extension area if the bids received are within the anticipated budget.

### Compensation

ISG will provide the scope of services described within this proposal for compensation according to the following schedule.

#### *Option 1- 1,100 LF Extension*

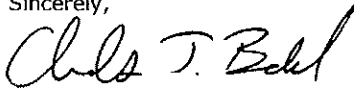
Topographic Survey	\$2,500
Preliminary Engineering	\$3,000
Design Services & Drainage Study Update	\$2,700
Construction Documents	\$12,500
Bidding Services	\$3,000

#### *Option 2 - 1,600 LF Extension*

Topographic Survey	\$3,100
Preliminary Engineering	\$3,000
Design Services & Drainage Study Update	\$2,700
Construction Documents	\$16,500
Bidding Services	\$3,000

Please contact me at 507-387-6651 with any questions regarding our services or this proposal. To accept the terms of this proposal, please sign the Acknowledgement of Acceptance as indicated below and return a copy to our office. We look forward to the opportunity to assist you with this project.

Sincerely,



Charles J. Brandel, PE  
Principal, Senior Civil Engineer  
Civil Engineering Group

CJB/sam

#### ACKNOWLEDGEMENT OF ACCEPTANCE

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2014

For: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

# Proposed project

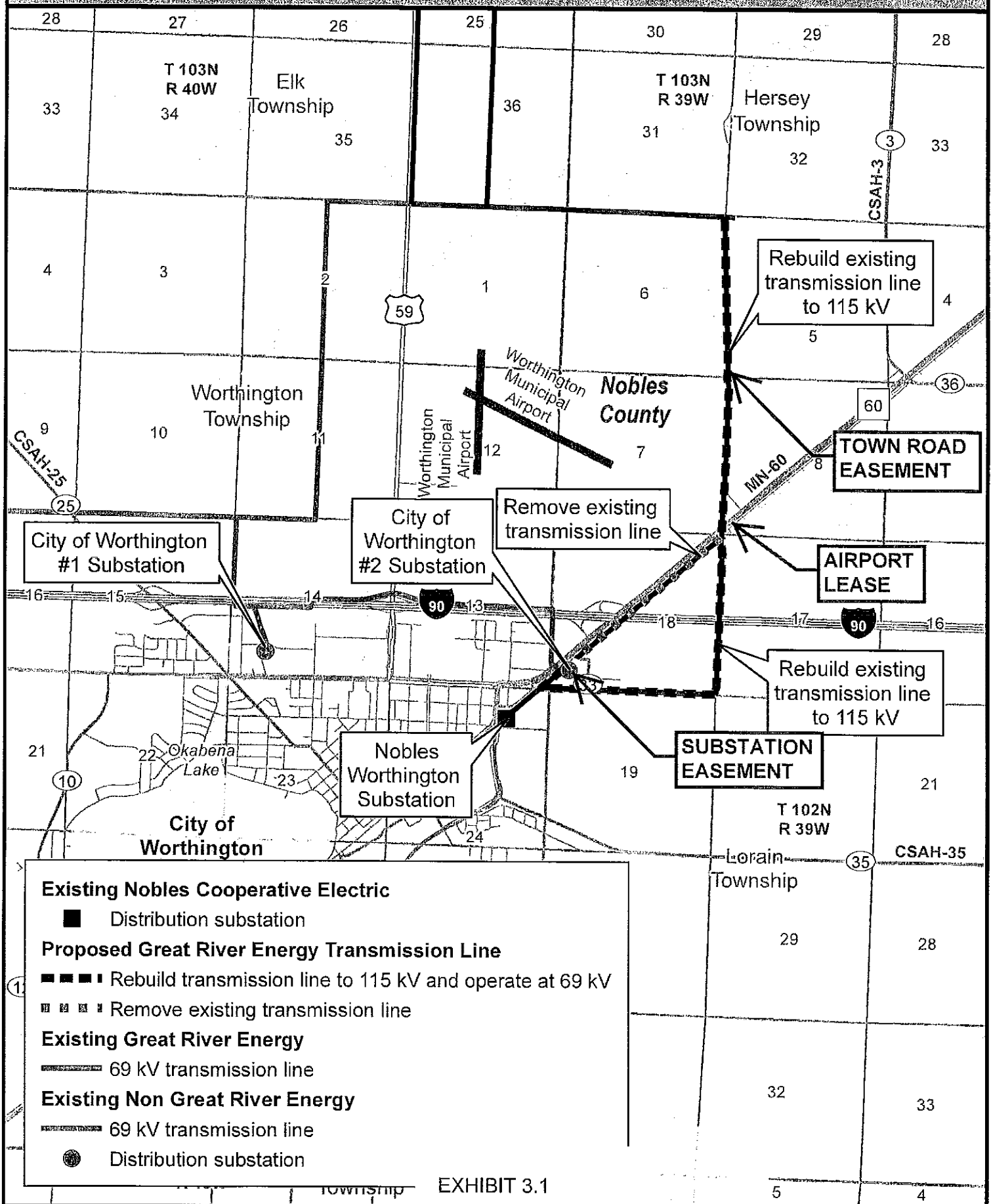


EXHIBIT 3.1

## EASEMENT

EASEMENT NO #: NO-WO-012

KNOW ALL PERSONS BY THESE PRESENTS, that the City of Worthington, a municipal corporation under the laws of the State of Minnesota "Grantor",  
whether one or more, whose post office address is: PO Box 279, Worthington, MN 56187,  
in consideration of one dollar and other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, does hereby grant unto Great River Energy, a Minnesota cooperative corporation, ("Grantee"), its post office address being 12300 Elm Creek Blvd, Maple Grove, MN 55369-4718, and to its successors and assigns, the right to enter upon the following described real property (the "easement area") in Nobles County, Minnesota situated in:

Section 6, Township 102, Range 39.

more particularly described on attached **Exhibit A & B**

for the following purposes:

To construct, reconstruct, relocate, operate, repair and maintain on the easement area, and in or upon all streets, roads or highways abutting said lands, an electric transmission line or system, consisting of single pole structures and appurtenances, and telecommunications facilities, including fiber optic cable.

To permit or otherwise agree to the joint use or occupancy of the transmission line or system and the easement area by any other person(s) or entity(ies) for the construction, reconstruction, relocation, operation, maintenance and repair of aboveground or underground facilities for the transmission or distribution of electric energy and telecommunications, including fiber optic cable.

Together with the right of reasonable ingress to and egress from the easement area over and across the lands adjoining the easement, the right to occupy and use that part of the lands adjoining the easement area necessary for the performance of the construction, reconstruction, maintenance, relocation and repair of the electric transmission or distribution line or system or communication facilities, the right from time to time to cut down, trim, or, in any manner, eliminate all trees, shrubbery or brush located within the easement area and the right to cut down from time to time all other dead, weak, leaning or dangerous trees located on lands adjoining said easement area that are tall enough to come within 5 feet of striking any part of said transmission line or system in falling. Election by Grantee to not exercise all or any part of its rights at any time shall not constitute forfeiture of any such rights.

Grantor reserves the right to cultivate, use and occupy said easement area, except, that without the prior written approval of Grantee, Grantor shall not erect thereon any structures or other objects or improvements, permanent or temporary, except fences, streets, roads, and underground improvements, such as utilities. Grantor further agrees not to perform any act which will interfere with or endanger said transmission line.

Grantee agrees to pay Grantor for this easement prior to the construction of said line or system on the easement area.

Further, Grantee agrees to pay a reasonable sum for any damage caused to crops, fences, roads, fields, lawns or other improvements by the construction, reconstruction, relocation, operation, maintenance, or repair of said line, system, or communication facilities, excepting and excluding trees within the easement area.

All facilities installed and placed by Grantee or its permittee(s) on said lands shall remain the property of Grantee or its permittee(s), removable at the option of Grantee or its permittee(s).

This Easement has been duly executed by Grantor on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**GRANTOR**

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

Its: \_\_\_\_\_

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

Its: \_\_\_\_\_

STATE OF MINNESOTA

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by

\_\_\_\_\_ of

(NAME/TITLE)

the City of Worthington, a municipal corporation under the laws of the State of Minnesota.

\_\_\_\_\_ (Notary)

STATE OF MINNESOTA

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by

\_\_\_\_\_ of

(NAME/TITLE)

the City of Worthington, a municipal corporation under the laws of the State of Minnesota.

\_\_\_\_\_ (Notary)

Drafted By: Great River Energy  
Land Rights Department  
12300 Elm Creek Blvd  
Maple Grove, MN 55369-4718  
763-445-5000

(To be returned to same after recording.)

Basic T-Line Easement (Revised 5/3/2006)



# EXHIBIT A

Easement No. NO-WO-012

## GRANTOR'S PROPERTY

Commencing at the southeast corner of Section 6, Township 102 North, Range 39 West, in Nobles County, Minnesota, thence west along the south line of said Section 6 a distance of 33.0 feet to the point of beginning; thence north along a line parallel to the east line of said Section 6 a distance of 213.00 feet; thence at an angle deflected left 169°36'40" a distance of 183.00 feet to a point 33.00 feet north of the south line of said Section 6; thence south and parallel to the east line of said Section 6 a distance of 33.00 feet; thence east along the south line of said Section 6, 33.00 feet to the point of beginning.

## EASEMENT PREMISES

That part of the above described "Grantor's Property" lying within Fifty (50) feet on each side of the following described centerline:

Commencing at the southeast corner of the Southeast Quarter of the Southeast Quarter of Section 6, Township 102 North, Range 39 West; thence North 89 degrees 34 minutes 16 seconds West, on an assumed bearing, along the south line of said Southeast Quarter of the Southeast Quarter a distance of 65.3 feet to the point of beginning of the centerline to be described; thence North 04 degrees 20 minutes 04 seconds East 257.7 feet and said centerline there terminating.

The sidelines of said "Easement Premises" shall be shortened or extended so as to begin and terminate at the property lines.

The above described easement contains 0.09 acres, more or less.

Subject to public road right of way.

Subject to mining and mineral reservations of record.

Subject to easements, restrictions and reservations of record.

All in Nobles County, Minnesota.

Easement No. NO-WO-012  
The City of Worthington,  
a Minnesota municipal corporation  
d:\PROJECTS\2014\14-032\DWG\EXHIBITS

GREAT RIVER ENERGY



Part of the SE 1/4 of SE 1/4  
Sec. 6, Twp. 102N., Rng. 39W.  
Nobles County, MN

WORK ORDER  
201145

REVISIONS

DATE

3/25/14

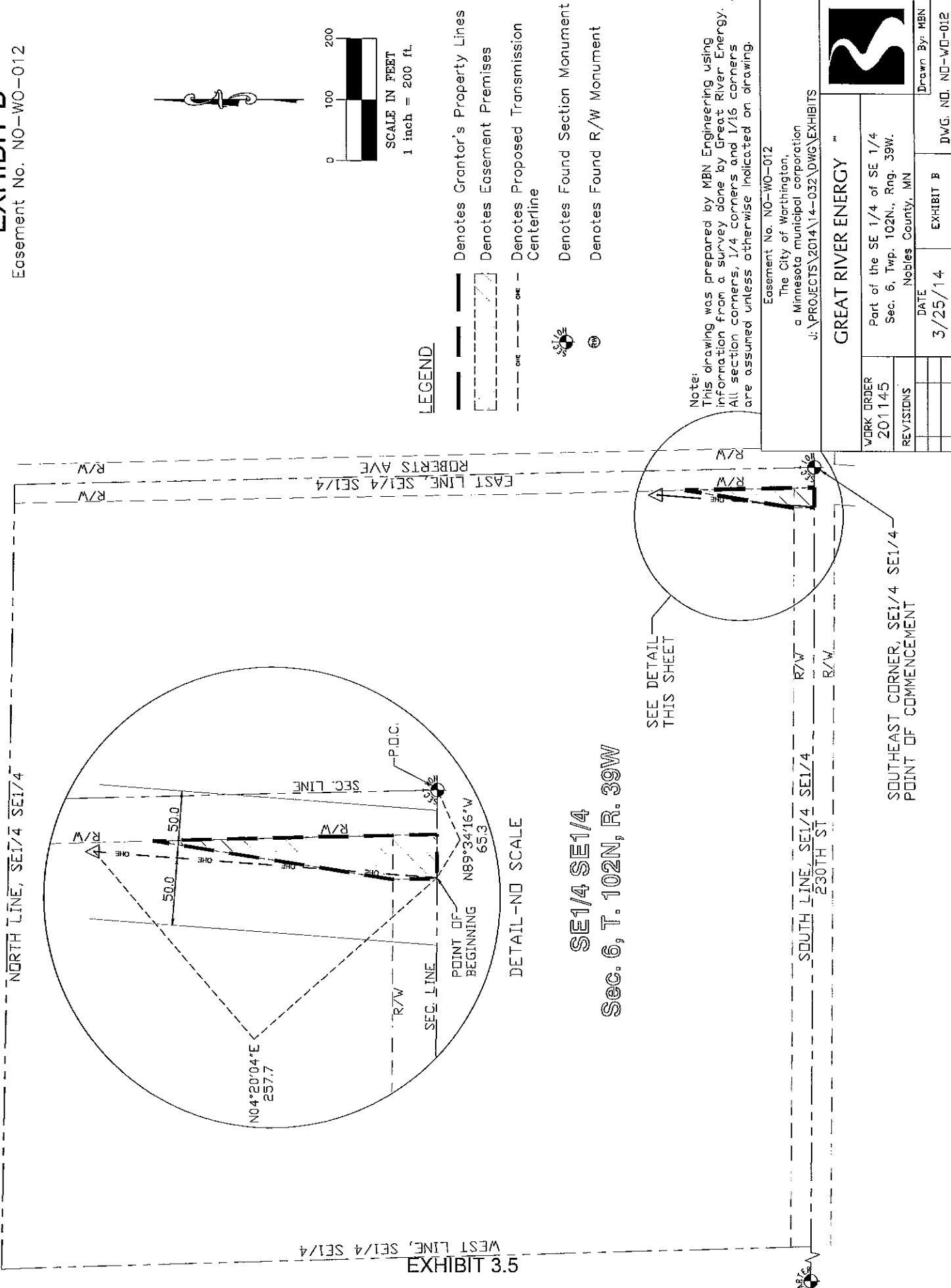
EXHIBIT A

Drawn By: MBN

DWG. NO. NO-WO-012

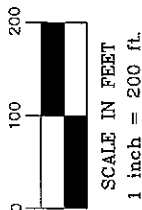
# EXHIBIT B

Easement No. NO-WO-012



## LEGEND

- Denotes Grantor's Property Lines
- Denotes Easement Premises
- Denotes Proposed Transmission Centerline
- Denotes Found Section Monument
- Denotes Found R/W Monument



Note:  
This drawing was prepared by MBN Engineering using information from a survey done by Great River Energy. All section corners, 1/4 corners and 1/16 corners are assumed unless otherwise indicated on drawing.

Easement No. NO-WO-012  
The City of Worthington,  
a Minnesota municipal corporation  
J:\PROJECTS\2014\14-032\DWG\EXHIBITS

GREAT RIVER ENERGY		Part of the SE 1/4 of SE 1/4 Sec. 6, Twp. 102N., Rng. 39W. Nobles County, MN	
WORK ORDER 201145	REVISIONS	DATE 3/25/14	EXHIBIT B
		Drawn By: MBN	
		DWG. NO. NO-WO-012	

SOUTHEAST CORNER, SE1/4 SE1/4  
POINT OF COMMENCEMENT

SE1/4 SE1/4  
Sec. 6, T. 102N, R. 39W

EXHIBIT 3.5

## EASEMENT

EASEMENT NO #: NO-WO-032

KNOW ALL PERSONS BY THESE PRESENTS, that the City of Worthington, a municipal corporation under the laws of the State of Minnesota "Grantor",

whether one or more, whose post office address is: PO Box 279, Worthington, MN 56187,

in consideration of one dollar and other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, does hereby grant unto Great River Energy, a Minnesota cooperative corporation, ("Grantee"), its post office address being 12300 Elm Creek Blvd, Maple Grove, MN 55369-4718, and to its successors and assigns, the right to enter upon the following described real property (the "easement area") in Nobles County, Minnesota situated in:

Section 18, Township 102, Range 39.

more particularly described on attached **Exhibit A & B**

for the following purposes:

To construct, reconstruct, relocate, operate, repair and maintain on the easement area, and in or upon all streets, roads or highways abutting said lands, an electric transmission line or system, consisting of single pole structures and appurtenances, and telecommunications facilities, including fiber optic cable.

To permit or otherwise agree to the joint use or occupancy of the transmission line or system and the easement area by any other person(s) or entity(ies) for the construction, reconstruction, relocation, operation, maintenance and repair of aboveground or underground facilities for the transmission or distribution of electric energy and telecommunications, including fiber optic cable.

Together with the right of reasonable ingress to and egress from the easement area over and across the lands adjoining the easement, the right to occupy and use that part of the lands adjoining the easement area necessary for the performance of the construction, reconstruction, maintenance, relocation and repair of the electric transmission or distribution line or system or communication facilities, the right from time to time to cut down, trim, or, in any manner, eliminate all trees, shrubbery or brush located within the easement area and the right to cut down from time to time all other dead, weak, leaning or dangerous trees located on lands adjoining said easement area that are tall enough to come within 5 feet of striking any part of said transmission line or system in falling. Election by Grantee to not exercise all or any part of its rights at any time shall not constitute forfeiture of any such rights.

Grantor reserves the right to cultivate, use and occupy said easement area, except, that without the prior written approval of Grantee, Grantor shall not erect thereon any structures or other objects or improvements, permanent or temporary, except fences, streets, roads, and underground improvements, such as utilities. Grantor further agrees not to perform any act which will interfere with or endanger said transmission line.

Grantee agrees to pay Grantor for this easement prior to the construction of said line or system on the easement area.

Further, Grantee agrees to pay a reasonable sum for any damage caused to crops, fences, roads, fields, lawns or other improvements by the construction, reconstruction, relocation, operation, maintenance, or repair of said line, system, or communication facilities, excepting and excluding trees within the easement area.

All facilities installed and placed by Grantee or its permittee(s) on said lands shall remain the property of Grantee or its permittee(s), removable at the option of Grantee or its permittee(s).

This Easement has been duly executed by Grantor on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**GRANTOR**

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

Its: \_\_\_\_\_

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

Its: \_\_\_\_\_

STATE OF \_\_\_\_\_

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by

\_\_\_\_\_ of  
(NAME/TITLE)

the City of Worthington, a municipal corporation under the laws of the State of Minnesota, on behalf of the corporation.

\_\_\_\_\_ (Notary)

STATE OF \_\_\_\_\_

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by

\_\_\_\_\_ of  
(NAME/TITLE)

the City of Worthington, a municipal corporation under the laws of the State of Minnesota, on behalf of the corporation.

\_\_\_\_\_ (Notary)

Drafted By: Great River Energy  
Land Rights Department  
12300 Elm Creek Blvd  
Maple Grove, MN 55369-4718  
763-445-5000  
(To be returned to same after recording.)

# EXHIBIT A

Easement No. NO-WO-032

## GRANTOR'S PROPERTY

A tract of land located in Nobles County, Minnesota, described as follows: Commencing at the Southwest corner of Section 18, Township 102 North, Range 39 West; thence East along said Section line a distance of 715 feet, thence North at an angle of 90 degrees a distance of 550 feet to a point of beginning; thence Westerly and parallel to the South line of said Section 18 a distance of 387 feet; thence Northerly at right angles a distance of 39 feet to a point on the Southeastern right-of-way line of the Chicago, St. Paul, Minneapolis and Omaha Railroad; thence Northeasterly along the said railroad right-of-way line a distance of 220.5 feet; thence Easterly and parallel to the South line of Section 18 a distance of 224.4 feet; thence Southerly at right angles a distance of 190 feet to the place of beginning, and there terminating. Subject to easements.

## EXHIBIT 3.8

### EASEMENT PREMISES

All that part of the above described "Grantor's Property" lying westerly & southerly of the following described line:


Beginning at a point on the south line of said "Grantor's Property", 230 feet westerly of the southeast corner thereof; thence northerly, parallel with the east line of said "Grantor's Property", a distance of 102.4 feet; thence westerly, parallel with said south line of "Grantor's Property", a distance of 89.6 feet, more or less, to a point of ending on the northwesterly line of said "Grantor's Property".

The above described easement contains 0.32 acres, more or less.

Subject to mining and mineral reservations of record.

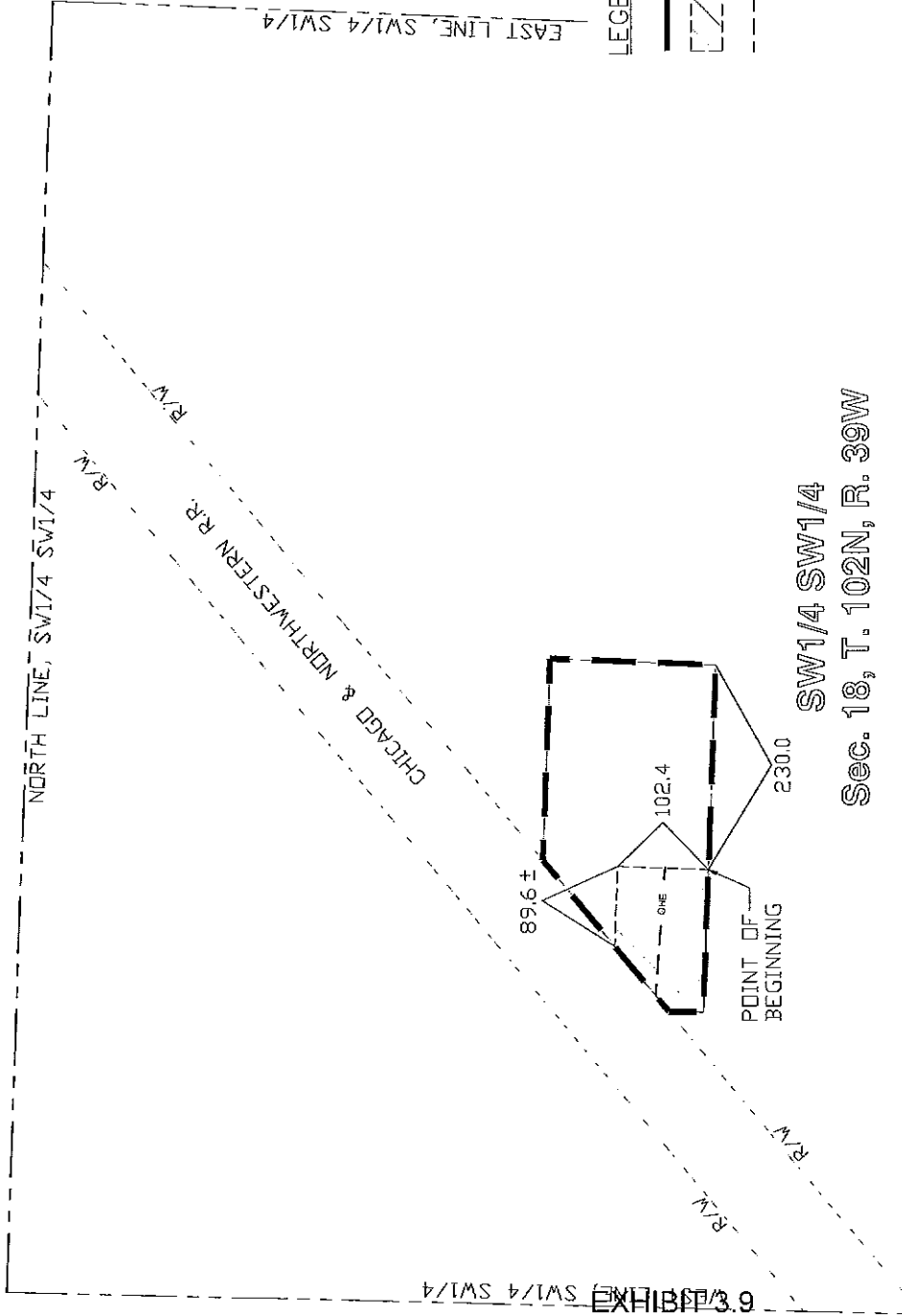
Subject to easements, restrictions and reservations of record.

All in Nobles County, Minnesota.

Easement No. NO-WO-032 City of Worthington, a Minnesota municipal corporation J:\PROJECTS\2014\14-032\DWG\EXHIBITS			
GREAT RIVER ENERGY		Part of SW1/4 SW1/4 Sec. 18, Twp. 102N., Rng. 39W Nobles County, MN	
WORK ORDER 201145	DATE 2/20/14	EXHIBIT A	DWG. NO. NO-WO-032
REVISIONS			Drawn By: MBN

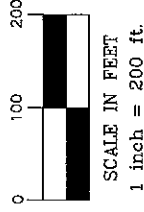
# EXHIBIT B

Easement No. NO-WO-032



## LEGEND

- Denotes Grantor's Property Lines
- Denotes Easement Premises
- Denotes Proposed Transmission Centerline
- Denotes Found Section Monument
- Denotes Found R/W Monument



## Note:

This drawing was prepared by MBN Engineering using information from a survey done by Great River Energy. All section corners, 1/4 corners and 1/16 corners are assumed unless otherwise indicated on drawing.

Easement No. NO-WO-032

City of Worthington,

a Minnesota municipal corporation

J:\PROJECTS\2014\14-032\DWG\EXHIBITS

GREAT RIVER ENERGY

Part of SW1/4 SW1/4  
Sec. 18, Twp. 102N., Rng. 39W  
Nobles County, MN

DATE  
2/20/14

EXHIBIT B

Drawn By: MBN  
DWG. NO. NO-WO-032

## POWERLINE LEASE

**1. LEASE/AGREEMENT.** This Lease/Agreement is made and is effective as of \_\_\_\_\_, 2014 by and between the City of Worthington, Minnesota, (hereinafter "**Landlord**") and Great River Energy, A Minnesota cooperative corporation, its post office address being 12300 Elm Creek Blvd, Maple Grove, MN 55369 (hereinafter "**Tenant**").

**2. REAL ESTATE LEASED.** For and in consideration of the mutual covenants hereinafter provided, and other good and valuable consideration, Landlord does hereby lease and let unto Tenant, and Tenant does hereby hire, lease and take from the Landlord the following described real estate (the "Leased Premises"):

See Attached Exhibits A and B

**3. LEASE DURATION.** The initial term of this Lease shall commence on June 1, 2014, and shall terminate at midnight on May 31, 2064.

After the initial term, this Lease shall automatically renew for additional 10-year terms unless either party delivers a written Lease Termination Notice to the other party at least 360-calendar days before the initial term expires on September 30, 2062 or 360-calendar days before any 10-year renewal term expires.

**4. RENT AMOUNT AND PAYMENT TERMS.** Tenant shall pay Landlord rent in the amount of \$3,000.00 for the entire initial 50-year term of this Lease. The amount of rent Tenant shall pay for any 10-year renewal period shall be negotiated between Landlord and Tenant in good faith.

**5. TENANT'S RIGHTS UNDER THE LEASE.** Landlord hereby grants and conveys to Tenant as well as Tenant's successors and assigns the right to locate, construct, reconstruct, maintain, operate, repair, place, and remove and replace wires and cables for the transmission of electric energy, and for communication purposes, and any poles, structures, foundations and other equipment incidental thereto, (hereinafter collectively referred to as the "Line") upon, over, along, and across the Leased Premises.

Tenant shall have the right of ingress and egress over the Leased Premises, to carry out the purposes granted pursuant to this Lease. Tenant shall not enter any portion of the Leased Premise that may lay within an airport perimeter fence without approval from the Airport Manager.

Except for the purposes of undertaking an airport improvement as described below in Section 8, Landlord shall not alter the existing ground elevation of the Leased Premises by more than one (1) foot from its present elevation or erect any structures or other objects, permanent or temporary, (hereinafter called "improvements") on the Leased Premises without the prior written approval of the Tenant. No fences, gates, signs or other attachments of Landlord shall be attached to the Tenant's supporting structures. If the Tenant shall approve erection of any improvement, such approval shall not be construed as an approval of any other improvement. Tenant shall not be required to approve improvements that would impair the structural or electrical integrity of said electric or communication systems or any other lines attached to the Tenant's structures or result in a ground or structure clearance of less than the minimum requirements specified by the National Electrical Safety Code as then in effect.

Tenant shall have the right from time to time to cut down, trim, or, in any manner, eliminate all trees, shrubbery or brush located within the Leased Premises and the right to cut down from time to time all other dead, weak, leaning or dangerous trees located on lands adjoining said Leased Premises that are tall enough to come within 5 feet of striking any part of said transmission line or system in falling.

**6. NON-INTERFERENCE WITH AIRPORT.** The Tenant hereby covenants and agrees to conduct Tenant's operation in such a manner so as not to interfere with the City of Worthington's airport facilities or the use thereof in any manner specifically including, but not limited to the following:

- a. Tenant shall not interfere with the aircraft either taking off, landing or taxiing on the airport facilities.
- b. Tenant shall not leave or store machinery or equipment upon the subject premises without prior permission from the airport manager or designated representative unless such machinery or equipment is being operated by Tenant or his representative at that time.
- c. Tenant shall not use or cross any runway or taxiway.
- d. Tenant shall not enter the critical areas of the MALSR System, the Glide Slope, Instrument Landing (ILS) or VOR system.
- e. Tenant shall lock airport gates upon entering or leaving the premises as appropriate. Tenant shall be provided a key if needed.
- f. Tenant shall obtain approval from the Airport Manager prior to entering any portion of the Leased Premise that may lay within an airport perimeter fence..



g. No part of the Line located in Safety Zone A shall be above the elevation of the power line as it existed on January 1, 2014 as shown on Exhibit C. .

h. The Tenant shall file a notice consistent with the requirements of FAR Part 77 (FAA Form No. 7460-1).

i. Upon request by the Landlord, Tenant shall install and maintain spherical markers on that portion of the Line installed above the surface of the ground lying within Safety Zone A. Such markings shall conform with the most current Obstruction Marking and Lighting Advisory Circular of the Federal Aviation Administration and shall be in addition to any obstruction markings required by the Federal Aviation Administration.

**7. CROP DAMAGE.** Tenant shall be responsible for payment of crop damages to farm tenants.

**8. RELOCATION OF LINE.** Notwithstanding Tenant's right to approve improvements as set forth in Section 5, at such time in the future as deemed necessary by the Landlord, the Landlord may enter and construct airport improvements (new or extended runways or taxiways and associated lighting, navigational aids, etc., collectively referred to as "airport improvements") upon said Leased Premises provided written notice is given to the Tenant at least two (2) years prior to the start of construction describing the portion of Tenant's facilities that will be affected by the airport improvements. Should such airport improvements become necessary, the Tenant agrees to pay all costs associated with the protection or relocation or removal of its facilities within the Leased Premises to accommodate said airport improvements.

**9. ASSIGNMENT OF LEASE.** Tenant may not assign this lease or sublet all or any part of the above-described real estate without the prior written permission of Landlord, such permission not to be unreasonably withheld.

**10. SUCCESSORS AND ASSIGNS.** All terms and conditions of this Lease shall be binding upon and inure to the benefit of Landlord and Tenant, as well as their respective successors, and assigns.

**11. MERGER.** This Lease constitutes the entire agreement of Landlord and Tenant with respect to the subject matter hereof, and all prior correspondence, memorandum, agreements, leases, and understandings (written or oral) with the respect hereto are hereby merged into this Lease.

**12. NOTICES.** All notices, demands, requests and other communications, which may be given, or which are required to be given under this Lease, must be in writing and must be sent by using the United States Postal Service, or by any overnight courier service. Notice shall be considered delivered 3-calendar days after the Notice is deposited with the U.S. Postal Service or deposited with any overnight courier service.

**13. EXPENSES OF ENFORCEMENT.** Tenant shall pay to Landlord all cost and expenses, including all legal fees in a reasonable sum, in any action brought by Landlord to recover any

rent due and unpaid hereunder, or for the breach of any of the covenants or agreements contained in this Lease, or to recover possession of said property, whether such action progresses to judgment or not.

**14. ASSUMPTION OF RISK AND INDEMNIFICATION.** The Tenant assumes all risk of personal injury, or of death to its employees, or anyone Tenant allows to enter upon the Leased Premises and agrees to indemnify and hold harmless the City of Worthington for all such claims, losses, damage and expenses arising out of any such injury or death.

**15. NON-DISCRIMINATION.** Tenant will not discriminate against any person because of race, color, creed, sex, or national origin while engages in the performance of the rights obligations, which are Tenants under the terms of this Lease.

**16. PARAGRAPH HEADINGS.** The paragraph headings are for convenience only. They are not a part of this Lease Agreement and shall not be used in the construction thereof.

#### **CITY OF WORTHINGTON**

---

Janice Oberloh, City Clerk

---

Alan E. Oberloh, Mayor

#### **GREAT RIVER ENERGY**

---

Craig Poorker, Manager of Land Rights

STATE OF MINNESOTA    )  
  ss).  
COUNTY OF NOBLES     )

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2014, by Janice Oberloh, in her capacity as City Clerk of the City of Worthington, Minnesota.

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Notary Public

STATE OF MINNESOTA    )  
  ss).  
COUNTY OF NOBLES     )

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2014, by Alan E. Oberloh, in his capacity as Mayor of the City of Worthington, Minnesota.

---

Notary Public

STATE OF MINNESOTA    )  
  ss).  
COUNTY OF HENNEPIN   )

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2014, by Craig Poorker, Manager of Land Rights for Great River Energy.

---

Notary Public

# EXHIBIT A

Easement No. NO-WO-016

## GRANTOR'S PROPERTY

Tract A: All that part of the south 120 acres of the Southeast Quarter (SE1/4) of Section 7, Township 102 North, Range 39 West, Nobles County, Minnesota, described as follows: Commencing at the south quarter corner of said Section 7; thence North 00 degrees 47 minutes 36 seconds East, assumed bearing, along the west line of said SE1/4, a distance of 859.39 feet to the point of beginning of the tract to be described; thence continuing North 00 degrees 47 minutes 36 seconds East along said west line, 1123.77 feet to the north line of said south 120 acres; thence South 89 degrees 51 minutes 01 seconds East, along said north line, 1130.39 feet; thence South 65 degrees 00 minutes 00 seconds East 1229.57 feet; thence South 73 degrees 31 minutes 51 seconds East 399.72 feet to the east line of said SE1/4; thence South 00 degrees 18 minutes 34 seconds West, along said east line, 1052.57 feet to the northwesterly right of way line of Minnesota State Highway 60; thence South 48 degrees 24 minutes 43 seconds West, along said right of way line, 446.58 feet to the south line of said Section 7; thence North 89 degrees 57 minutes 09 seconds West, along said south line, 523.01 feet; thence North 56 degrees 28 minutes 09 seconds West 185.37 feet; thence North 65 degrees 00 minutes 00 seconds West 1794.46 feet to the point of beginning and there terminating.

Tract B: Together with that part of said south 120 acres of said Southeast Quarter (SE1/4) of Section 7, described as follows: Commencing at the east quarter corner of said Section 7; thence South 00 degrees 18 minutes 34 seconds West, assumed bearing, along the east line of said SE1/4, a distance of 659.29 feet to the northeast corner of said south 120 acres; thence North 89 degrees 51 minutes 01 seconds West, along the north line of said south 120 acres, 14.84 feet to the point of beginning of the tract to be described; thence South 01 degrees 36 minutes 00 seconds West 620.96 feet; thence North 73 degrees 31 minutes 51 seconds West 68.28 feet; thence North 01 degrees 36 minutes 00 seconds East 601.77 feet to the north line of said south 120 acres; thence South 89 degrees 51 minutes 01 seconds East, along said north line, 66.01 feet to the point of beginning and there terminating;

Tract C: All that part of the Southwest Quarter (SW1/4) of Section 8, Township 102 North, Range 39 West, Nobles County, Minnesota, described as follows: Commencing at the southwest corner of said Section 8; thence North 00 degrees 18 minutes 34 seconds East, along the west line of said Section 8, a distance of 296.71 feet to the northwesterly right of way line of Minnesota State Highway 60 and the point of beginning of the tract to be described; thence continue North 00 degrees 18 minutes 34 seconds East, along said west line, 495.00 feet; thence South 68 degrees 47 minutes 51 seconds East 414.30 feet to the northwesterly right of way line to said highway 60; thence South 48 degrees 24 minutes 43 seconds West, along said right of way line, 520.00 feet to the point of beginning and there terminating;

Tract D: All that part of the Southwest Quarter (SW1/4) of Section 8, Township 102 North, Range 39 West, Nobles County, Minnesota, described as follows: Commencing at the southwest corner of said Section 8; thence North 00 degrees 18 minutes 34 seconds East, assumed bearing, along the west line of said Section 8, a distance of 791.71 feet to the point of beginning of the tract to be described; thence continuing North 00 degrees 18 minutes 34 seconds East, along said west line, 557.57 feet; thence South 73 degrees 31 minutes 51 seconds East 611.48 feet; thence South 25 degrees 00 minutes 00 seconds West 572.62 feet; thence North 68 degrees 47 minutes 53 seconds West 372.65 feet to the point of beginning and there terminating;

(Continued on Exhibit A1)

Easement No. NO-WO-016

The City of Worthington,  
a Minnesota municipal corporation

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GREAT RIVER ENERGY



Part of the SE 1/4 of Sec. 7  
Part of the SW 1/4 of Sec. 8  
Twp. 102N., Rng. 39W.  
Nobles County, MN

WORK ORDER  
201145

REVISIONS

DATE

4/14/14

EXHIBIT A

Drawn By: MBN

DWG. NO. NO-WO-016

EXHIBIT A1  
Easement No. NO-WO-016

GRANTOR'S PROPERTY (continued)

Tract E: All that part of the Northeast Quarter (NE1/4) of Section 18, Township 102 North, Range 39 West, Nobles County, Minnesota, described as follows: Commencing at the northeast corner of said Section 18; thence North 89 degrees 57 minutes 09 seconds West, assumed bearing, along the north line of said Section 18, a distance of 332.41 feet to the northwesterly right of way line of Minnesota State Highway 60 and the point of beginning of the tract to be described; thence South 48 degrees 24 minutes 43 seconds West, along said right of way line, 298.56 feet; thence North 56 degrees 28 minutes 09 seconds West 359.54 feet to the north line of said Section 18; thence South 89 degrees 57 minutes 09 seconds East, along said north line, 523.01 feet to the point of beginning and there terminating;

which lies northwesterly of The Minnesota Department of Transportation Right of Way Plat No. 53-3.

AND

That part of the Northeast Quarter of the Southeast Quarter of Section 7, the Northwest Quarter of the Southwest Quarter and the northerly 100 feet of the westerly 300 feet of the Southwest Quarter of the Southwest Quarter, both in Section 8, all in Township 102 North, Range 39 West, shown as Parcels 204A, 204B and 205 on Minnesota Department of Transportation Right of Way Plat Numbered 53-3 as the same is on file and of record in the office of the County Recorder in and for Nobles County, Minnesota.

EXHIBIT 3-16

EASEMENT PREMISES

that part of the above described "Grantor's Property" lying within Fifty (50) feet on each side of the following described centerline:

Commencing at the southeast corner of the Southeast Quarter of Section 7, Township 102 North, Range 39 West; thence North 88 degrees 26 minutes 37 seconds West, on an assumed bearing, along the south line of said Southeast Quarter a distance of 56.5 feet to the point of beginning of the centerline to be described; thence North 03 degrees 06 minutes 50 seconds East 2453.7 feet; thence North 02 degrees 11 minutes 14 seconds East a distance of 184.6 feet to a point of ending on the north line of said Southeast Quarter, 7.1 feet westerly of the northeast corner.

The sidelines of said "Easement Premises" shall be shortened or extended to meet at angle points and so as to begin and terminate at the property lines.

The above described easement contains 3.15 acres, more or less.

Subject to public road right of way.

Subject to mining and mineral reservations of record.

Subject to easements, restrictions and reservations of record.

All in Nobles County, Minnesota.

Easement No. NO-WO-016  
The City of Worthington,  
a Minnesota municipal corporation  
J:\PROJECTS\2014\14-032\DWG\EXHIBITS

GREAT RIVER ENERGY



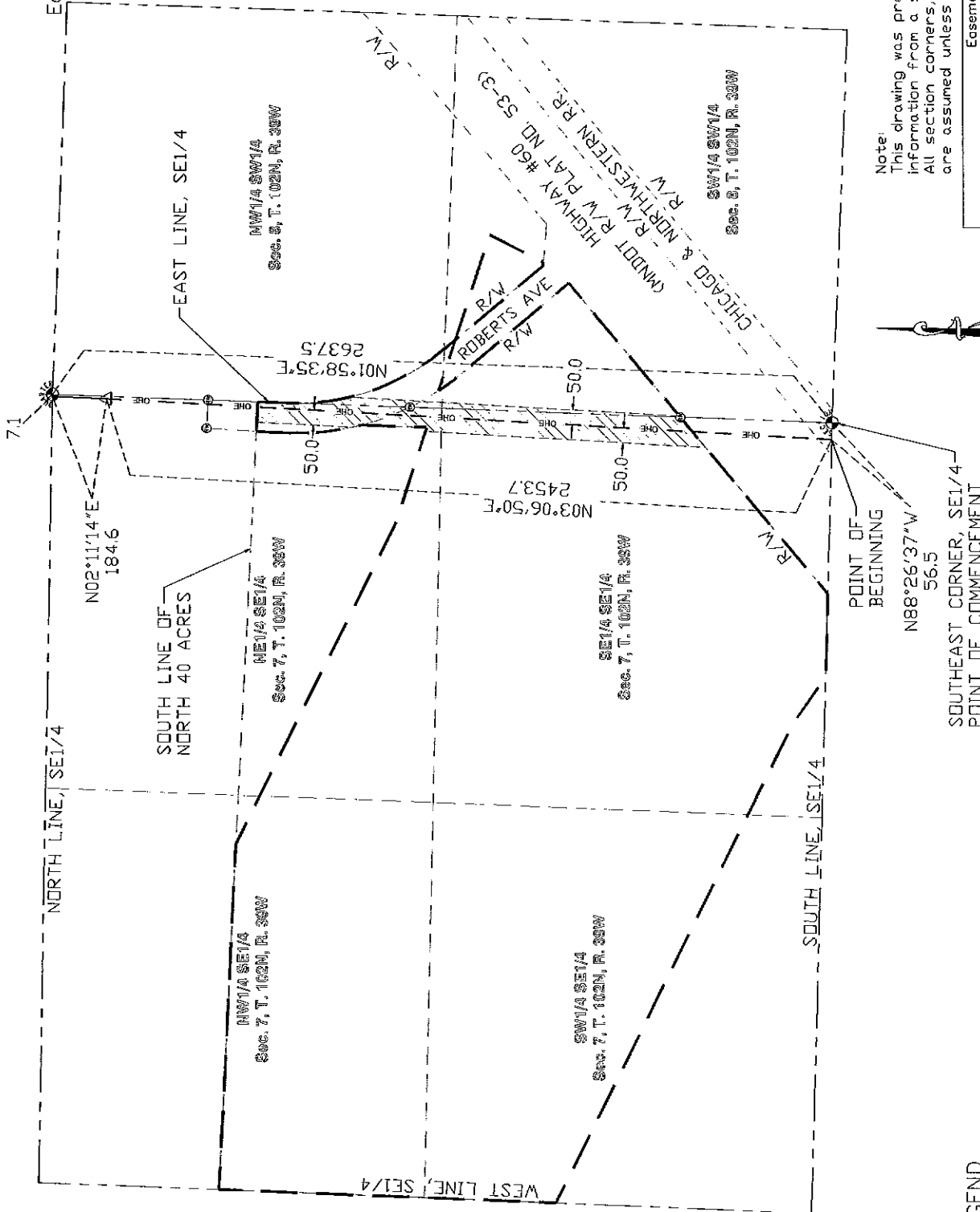
WORK ORDER  
201145  
REVISIONS  
Part of the SE 1/4 of Sec. 7  
Part of the SW 1/4 of Sec. 8  
Twp. 102N., Rng. 39W.  
Nobles County, MN

DATE  
4/14/14  
EXHIBIT A1  
DWG. NO. NO-WO-016  
Drawn By: MBN

# EXHIBIT B

Easement No. NO-WO-016

EXHIBIT 3.17



Note:

This drawing was prepared by MBN Engineering using information from a survey done by Great River Energy. All section corners, 1/4 corners and 1/16 corners are assumed unless otherwise indicated on drawing.

Easement No. NO-WO-016

The City of Worthington,  
a Minnesota municipal corporation

J:\PROJECTS\2014\14-032\DWG\EXHIBITS

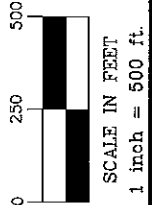
GREAT RIVER ENERGY

WORK ORDER  
201145  
Part of the SE 1/4 of Sec. 7  
Part of the SW 1/4 of Sec. 8  
Twp. 102N., Rng. 39W.

REVISIONS  
Nobles County, MN

Drawn By: MBN

DWG. NO. NO-WO-016



## LEGEND

- Denotes Grantor's Property Lines
- - - Denotes Easement Premises
- - - ONE Denotes Proposed Transmission Centerline
- ⊙ Denotes Found Section Monument
- ⊙ Denotes Found R/W Monument

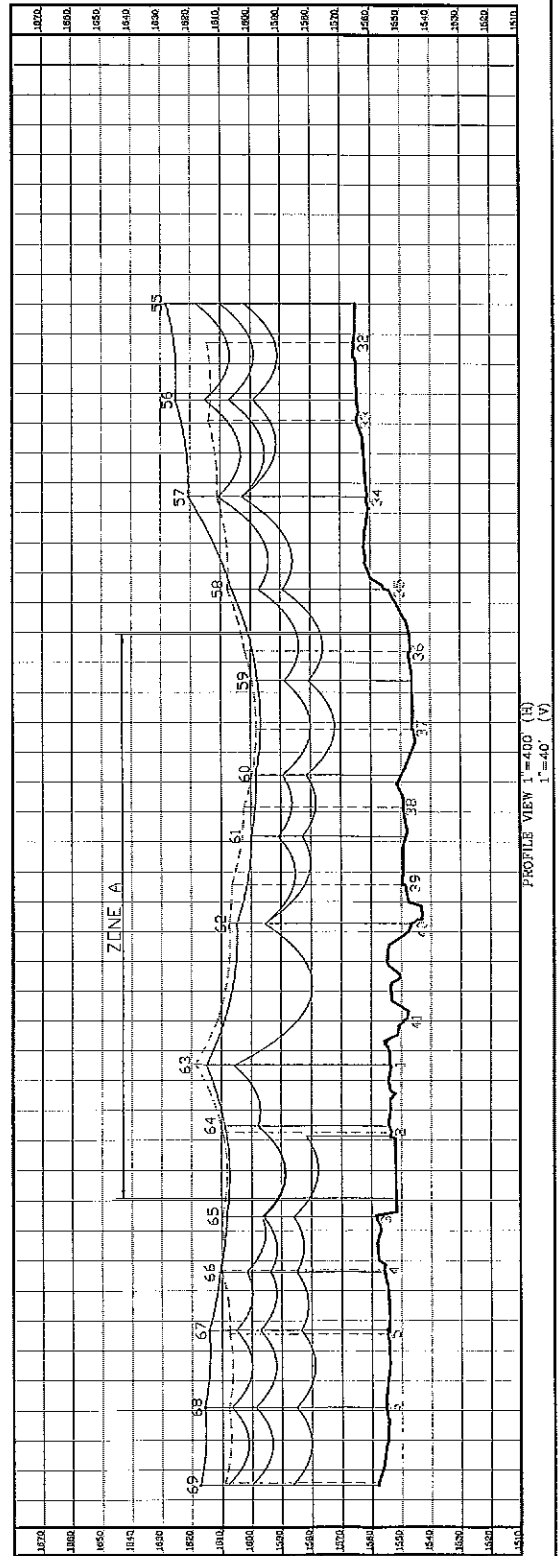
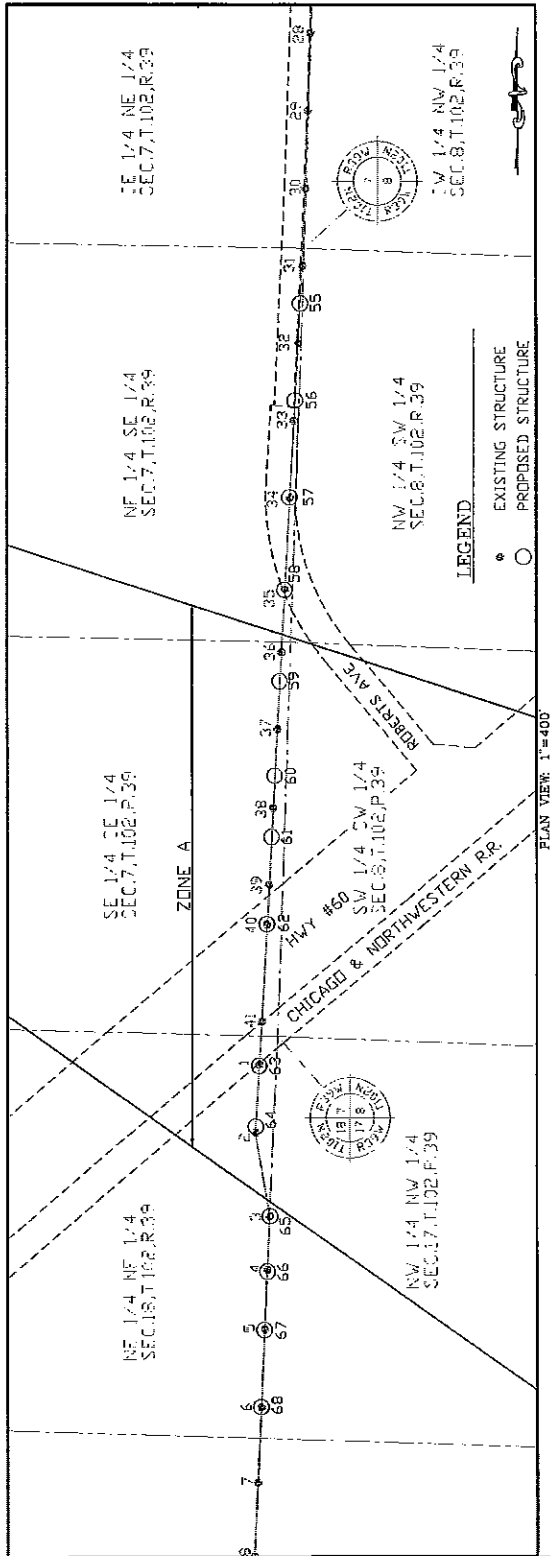


EXHIBIT 3.18

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: JUNE 6, 2014**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**AGENDA ITEMS**

**1. PUBLIC HEARING - HRA REVENUE BOND PROJECT**

On May 28, 2013, the Worthington City Council adopted a resolution authorizing the Worthington Housing and Redevelopment Authority (HRA) the ability to issue housing redevelopment revenue bonds and the adoption of a multi-family housing program (Exhibit 1). At the time of consideration, the project, known as Rising Sun Estates, consisted of 36 unit rental townhome development with an estimated project cost of \$3.8 million. \$2.7 million of which was to be bonded. The project size has since been expanded into a 48 unit development. The new project estimate is \$6.5 million, with an anticipated \$3.9 million bond issuance. It should be noted that issuance of the said bonds for this project would not be a general obligation of the HRA or the City and would be payable from the revenues to be derived from the Housing Program and its implementation.

Since the project no longer fits within the parameters of the Council's 2013 authorization, Bonding Counsel has indicated that a new resolution must be adopted to reflect the new project description. Exhibit 1 contains the revised Housing Program and a new resolution supporting the issuance of the revenue bond by the HRA.

After closing of the hearing, Council is requested to approve the attached Housing Program and support resolution provided in Exhibit 1.

**2. WORTHINGTON HRA LOAN MODIFICATION**

As Council is aware, the City/Water & Light Commission are one of three lenders on the HRA's proposed Rising Sun Estates project. The others are United Prairie Bank (UP) and the Southwest Initiative Foundation (SWIF). Traditionally, the lender with the greater financial risk would usually take the more secure lien position on the real estate and improvements on a development project with multiple lenders. Based on the amounts each lender has committed into the project, the order of lien position should be UP, City/Water & Light, and SWIF. In this particular case, obtaining the second lien position was a loan requisite for both the City and SWIF. While neither party desires to take the third position, both want the project to move forward.

A proposed resolution for this particular conflict is to have both parties agree to a pro-rated shared second position. Under this alternative, should the HRA default on the loans, both parties would share any remaining proceeds from a loan foreclosure sale after the lead bank has been satisfied. The distribution of the funds would be pro-rated based on the amount of money each



party has financed, which would be 88.8% City and 11.2% SWIF.

Should Council agree to the pro-rated second position with the SWIF, it may do so by simple motion and authorize the Mayor to execute the Intercreditor Agreement shown in Exhibit 2.

Council action is requested.

**3. RECOMMENDATION FOR DEMOLITION - FORMER K-MART BUILDING**

On May 29, 2014, Wenzel Engineering submitted its final structural report on the former K-Mart Building which was conducted pursuant to an Order from the Nobles County District Court dated October 31, 2013 for an assessment as to whether to repair or demolish the building. The Court asked that the City Council thereafter provide a recommendation as to whether to repair or demolish the building. A copy of the Wenzel report is enclosed separately with the Council Packet. The report estimates the cost to renovate the space to a functional retail space is \$3.47 million while demolition is estimated at \$253,000.

After review of the report and considering the various cost estimates, it is the opinion of City staff that the Council should formally recommend to the District Court that it Order demolition of the building. A Resolution recommending demolition is shown in Exhibit 3.

Upon adoption of the Resolution, the City Attorney will file the Resolution and Wenzel's report with the District Court and seek the issuance of a further Court Order for demolition of the building.

**4. FIRST READING - CHANGE OF ZONE - WEST 140 FEET OF LOT 12, BLOCK 14, MOULTON'S RESURVEY AND SUBDIVISION OF CLARY'S ADDITION**

Juan and Angela Palma are seeking a change of zone for property they recently acquired directly south of their business at 1426 & 1434 Oxford Street from its current "R-3" - Low Density Preservation Residential designation to "B-3" - General Business (Exhibit 4). If approved, the applicant intends to expand its business onto the subject property. The legal description of the subject property under consideration is as follows:

The west 140 feet of Lot 12, Block 14, Moulton's Re-survey and Subdivision of Clary's Addition, City of Worthington, Nobles County, Minnesota.

The Planning Commission considered the requested change of zone at its June 3, 2014 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council approve the requested change of zone by adopting the Ordinance shown in Exhibit 4. The Commission's recommendation was based on the following considerations:

1. The applicants recently purchased the subject property from a neighboring property owner to expand their automotive repair business. They intend to rock the area and erect

a sight-obscuring fence around the parameter to store vehicles in need of repair or being prepped for sale. The subject property is zoned "R-3" - Low Density Preservation Residential. Automotive repair businesses are prohibited in all residential districts. To proceed with their intentions, the property must be rezoned to "B-3" - General Business, which is the zoning classification of the applicant's abutting property and along the Oxford Street corridor.

2. Most of the properties along the south side of Oxford Street do not have the depth to encourage redevelopment opportunities without purchasing abutting property, including the residential properties to the south. The City's Comprehensive Plan, which was adopted in 2004, explains the need to allow redevelopment activities along the Oxford Street corridor. The Plan also acknowledges that the redevelopment activities should not come at the expense of abutting residential neighborhoods. The plan suggests establishing and maintaining a strong edge between business and adjacent neighborhoods to prevent the creep of commercial businesses into residential neighborhoods. The scale of depth for any particular commercial development on the south side of Oxford Street must be determined through site selection by the owner and the applicable city review of the site plan.

Prior to the adoption of the Comprehensive Plan, the Planning Commission informally established a strong edge (imaginary boundary) along the south side of Oxford Street to encourage redevelopment activities while preserving the residential neighborhoods that are adjacent to the Oxford Street commercial corridor (Exhibit 4). Properties north of the imaginary line were to be rezoned for commercial purposes only when they would be included in a (re)development project with a primary focus along Oxford Street and had minimal impact on the residential neighborhood. Though informal, staff has utilized the map in Exhibit 1 when discussing potential redevelopment activities with business owners/ developers.

3. As with any zoning application, the proposed zoning classification or land use must be determined to be compatible with the land uses surrounding the property in question. The following is a brief description of the land uses surrounding the property in question.

**North** - Commercial (bank, retail)

**South** - Single Family Residential

**East** - Commercial (retail, restaurant)

**West** - Commercial (retail, restaurant)

It is staff's opinion that a parking lot would be compatible with the surrounding land uses if properly buffered (See consideration #4).

4. Section 155.043, Title XV of the City Code requires the construction and maintenance of a sight obscuring fence to be installed where parking lots abut residential properties. The fence, or approved landscape, is intended to screen the headlights from neighboring properties. In this particular case, the creation of a parking lot on the subject property

would require the applicant to construct a sight obscuring fence (landscaping) along the southern and eastern property lines due to the abutting residential land uses. As previously mentioned, the applicant is planning on constructing a site obscuring fence around the parameter of the property.

## **5. SPECIAL USE PERMIT APPLICATION - JOHNSON BUILDERS & REALTORS**

Johnson Builders & Realtors (JBR) is seeking the issuance of a special use permit for property it owns on the south side of Homewood Avenue approximately 102 feet west of Briarwood Drive (Exhibit 5). If approved, the applicant intends to construct a 3-unit townhouse structure. Townhouse structures are permissible through the issuance of a special use permit in the "PUD #9" - Planned Unit Development #9, which is the zoning classification for the subject property. The legal description of the subject property is as follows:

Lots 2 and 3, Block 1, Homewood Hills 10<sup>th</sup> Addition, City of Worthington, Nobles County, Minnesota.

The Planning Commission considered the application at its June 3, 2014 meeting. After holding a public hearing, the Commission voted unanimously to recommend City Council approve the special use permit subject to all site improvements are completed as illustrated in Exhibit 5.

The Commission's recommendation was based on the following considerations:

1. As previously indicated, the subject property is zoned "PUD #9" - Planned Unit Development #9. This zoning designation is only applicable to properties located within Homewood Hills 10<sup>th</sup> and 11<sup>th</sup> Additions (Exhibit 5). The intent of the PUD is to give JBR or others the right to construct 3-unit townhouse structures on certain lots within these two subdivisions to buffer the multi-family development along Lucy Drive and protect the single family characteristics of the remainder of the Homewood Hills neighborhood. Other than permitting 3-unit townhouse structures on the certain lots, other applicable "R-1" zoning requirements apply to the remainder of the properties located within the two subdivisions. "R-1" is the zoning designation/classification on the remainder of the Homewood Hills neighborhood.

The "R-1" District currently permits for the construction of townhouses through the issuance of a Special Use Permit (Exhibit 5). The ordinance identifies townhouse developments as compatible with single family upon the determination that any adverse impact does not exist or is minimized or eliminated. Since the subject property is not identified as a lot with the out-right permission for townhouses in the PUD ordinance, the applicant is required to obtain a special use permit in order to proceed with the project.

Examples of previously approved Special Use Permit townhouse developments in single family residential areas include but are not limited to 500-508 West Oxford Street (Vajgrt), 860-890 West Oxford Street (multiple developers), 1015-1021 Pershing Boulevard (Johnson Builders), 1021-1031 & 1035-1047 Liberty Drive (Johnson

Builders) and 2315-2345 Westridge Road (Vajgrt).

2. Exhibit 5 is a copy of the proposed site plan for the proposed 3-unit townhome structure. Each unit will be approximately 1920 square feet in size, which includes the two stall attached garage. The structure will be one story tall and will be 40 feet deep and 144 feet wide. A copy of the front elevation plan is also included in Exhibit 5.
3. According to the Land Use Map of the City's Comprehensive Plan, the land use for the subject area is low density residential. The Comprehensive Plan indicates single family units may be physically attached to one another on the condition that the density does not exceed six (6) units per acre. The density requirement is reflective in the City's Zoning Ordinance, which requires a minimum of 6,000 square feet for each unit built on the site. The subject site consists of 28,906 square feet of land, which would translate to 9,626 square feet per unit and 4.53 units per acre. The proposed development meets the density requirements set forth in both the Comp Plan and Zoning Ordinance.

While the proposed development meets the goals and objectives of the Comprehensive Plan and the minimum standards of the Zoning Ordinance, the need to obtain a Special Use Permit allows the City to place conditions to an approval to assure compatibility with the neighborhood.

4. With each zoning application that is submitted, Staff reviews the property's compliance with all applicable zoning regulations. After reviewing the proposed site plan, staff has concluded that the proposed project will comply with all applicable zoning requirements.
6. **FIRST READING - TEXT AMENDMENT (SIGN ORDINANCE - PAINTED WALL SIGNS)**

Over the past several months, the City's Public Arts Commission has explored the possibility of erecting a wall mural as a public arts project. The intent of the mural would be to showcase traditional celebrated events or a montage to the city's history. During its exploration, it was discovered that their proposed project may violate the City's Sign Ordinance. According to Section 153.04, Title XV of the City Code, the City prohibits the erection of several types of signs within city limits, including painted wall signs. Signs are defined (by the City Code) as "any device, fixture, placard or structure that uses any color, form graphic, illumination, symbol or writing to advertise, announce the purpose of or identify the purpose of a person, entity, or to communicate information of any kind to the public."

While a traditional wall mural may not fit the true definition of a painted wall sign, the portrayal of a community event(s) may open it up for debate. To eliminate any debate on the purpose or intent of the sign ordinance, staff is proposing to revise the definition of a sign to clearly indicate that public art outlined in Chapter 101 of the City Code is not defined as a sign. A copy of the proposed text amendment is provided in Exhibit 6.

The Planning Commission held a public hearing at its June 3<sup>rd</sup> meeting. After closing the hearing, the Commission unanimously voted to recommend adoption of the proposed ordinance as presented. Should Council concur with the Commission's recommendation, it may approve the first reading of the proposed amendment.

**CITY OF WORTHINGTON, MINNESOTA**

**RESOLUTION NO. 3520**

**RESOLUTION CONCURRING WITH THE AUTHORIZATION BY THE  
HOUSING AND REDEVELOPMENT AUTHORITY IN AND FOR THE  
CITY OF WORTHINGTON OF ITS ISSUANCE OF A HOUSING  
DEVELOPMENT REVENUE BOND AND ADOPTING A MULTIFAMILY  
HOUSING PROGRAM THEREWITH**

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

1. Recitals.

(a) Minnesota Statutes, Chapter 469 and 462C (collectively, the "Act"), authorize the adoption of housing programs thereunder and the issuance of revenue bonds to finance such programs for the general purpose of planning, administering, making and purchasing loans or other assistance with respect to one or more housing developments within the boundaries of the City of Worthington, Minnesota (the "City"), including without limitation multi-family rental housing program and bonding thereunder.

(b) It has been proposed that the City adopt a Multifamily Rental Housing Program (the "Housing Program"). The Housing Program relates generally to the development of an approximately 36 townhome unit multifamily housing development and to revenue bonding of up to \$3,800,000 to assist in financing the costs thereof. Copies of the Housing Program have been presented for the Council's consideration on this date and are made a part of this resolution to the same extent as though set forth in full therein.

(c) The City desires to facilitate the development of housing within the City and to promote the various goals and activities envisioned or specified in the Housing Program.

(d) A public hearing on the Housing Program and the issuance of bonds under the Housing Program and the Act was held on the date hereof, after notice of such public hearing was duly published in the official newspaper of the City no less than 15 days in advance of said public hearing, and at which public hearing all persons who desired to present their views on said proposals, either orally or in writing, were afforded an opportunity to do so.

(e) Pursuant to Section 462C of the Act, the City made timely submission of the Housing Program to the Southwest Regional Development Commission for its review and comment, and the City has heretofore received no unfavorable comment from and on behalf of said Development Commission.

2. Adoption of Housing Program. Pursuant to the Act, and in particularly for the purpose of compliance with Section 469.0171, the Council hereby adopts the Housing Program. In accordance with Minnesota Statutes, Section 469.034, the Housing and Redevelopment Authority

in and for the City of Worthington, Minnesota (the "HRA") proposes to issue its revenue bonds to finance the acquisition, construction and equipping of an approximately 36 townhome unit multifamily housing development (the "Project") in the City.

3. Project and Financing. The Project will be owned and operated by the HRA. The City has determined that it is in the best interests of the public health and welfare and in the best interest of the citizens of the City, that the HRA issue one or more Housing Development Revenue Bond (the "Bond") in an aggregate principal amount of approximately \$2,850,000. Proceeds of the Bond, together with and a loan from the City to the HRA in an aggregate principal amount not to exceed \$950,000 for the Project (the "Loan"), will be used to finance the costs of acquisition, construction and equipping of the Project and related costs. The Bond and the Loan are expected to be paid from the revenues of the Project.

4. Findings. In accordance with the Act, the City held a public hearing on behalf of the HRA this same date regarding a housing program and the issuance of the Bond, for which notice was published as required by the Act.

The HRA requests the City to concur with the following determinations:

(a) The issuance of the Bond and the acquisition, construction and equipping of the Project are in the best interests of the public health, safety and welfare of the citizens of the City, and are in accordance with the purposes and the procedures of the Act;

(b) The implementation of the Project, and the issuance and sale of the Bond by the HRA, and the performance of all covenants and agreements contained therein and of all other acts and things required under the Constitution and Laws of the State of Minnesota to make the Bond a valid and binding obligation of the HRA, are authorized by the Act;

(c) The implementation of the Project for the purposes and in the manner contemplated conforms or will conform to all pertinent statutes, regulations and ordinances of the State of Minnesota, the City and the HRA;

(d) It is desirable that the Bond in an aggregate principal amount not to exceed \$2,850,000 be issued by the HRA, on the terms and interest rates as hereinafter determined;

(e) The payments required are intended to produce income and revenues sufficient to provide for the payment when due of principal of and interest on the Bond and on the Loan on a subordinate basis; and

5. All actions of the members, employees and staff of the City heretofore taken in furtherance of the Project and issuance of the Bond and the Loan are hereby approved, ratified and confirmed.

6. The Mayor, City Administrator, and other officers of the City are authorized and directed to execute and deliver a loan agreement and such other agreements as may be necessary or

convenient in connection with the issuance of the Bond or the Loan or the acquisition and construction of the Project.

7. In the event any of the officers of the City authorized to execute documents or approve the final forms thereof on behalf of the City under this resolution shall for any reason be unable to do so, any member of the City Council of the City, or any other officer of the City, is hereby directed and authorized to do so on behalf of the City, with the same effect as if executed by the officer authorized to do so in this resolution.

The question was on the adoption of the resolution and upon a vote being taken thereon, the

following voted in favor thereof: Kuhle, Graber, Sankey, Wood, Nelson

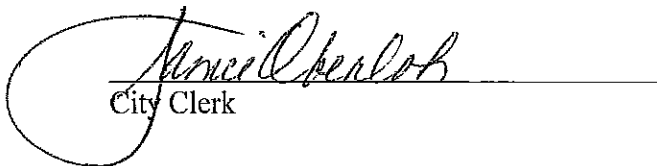
and the following voted against the same: None

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED  
THIS 28<sup>th</sup> DAY OF MAY, 2013.

(SEAL)

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk



## **HOUSING PROGRAM HOUSING DEVELOPMENT PROJECT**

Pursuant to Minnesota Statutes, Sections 469.001 - 469.047, as amended (the "Housing Act"), and, in particular, Sections 469.017-469.0171 and Sections 469.034-469.035 of the Housing Act, the Housing and Redevelopment Authority of Worthington, Minnesota (the "HRA"), is authorized to undertake housing development projects and to issue its bonds to finance such projects. In accordance with the requirements of Section 469.0171 of the Housing Act, the HRA must prepare, adopt, and submit for review a housing program, in accordance with the terms of Minnesota Statutes, Chapter 462C, as amended (the "Housing Bonds Act"). Section 462C.04, subdivision 2, of the Housing Bonds Act requires that a public hearing must be held on the housing program after one publication of notice in a newspaper circulating generally in the City at least fifteen days prior to the public hearing.

The HRA has prepared this Housing Program (the "Program") and proposes to undertake the financing of the multifamily housing development referred to in this Program (the "Project") in accordance with the terms of the Housing Act:

### **Project Description**

Location:	The Project is located at the southeast quadrant of the intersection of County Road 35 and County Road 5 (Read Avenue) in the City of Worthington, Minnesota (the "City").
Units:	The Project will be an approximately 48 townhome unit multifamily rental housing development. The project will contain 16 two-bedroom units and 32 three-bedroom units. The townhomes will contain attached garages.
Financing Needs:	Not to exceed \$6,500,000
Rents:	Initially, approximately \$850 for two-bedroom units and \$950 for three-bedroom units

The Project is expected to provide housing to moderate income persons and families who would not be served by the private housing market.

The HRA, in undertaking to finance the Project, has considered the information available to it, including information concerning the population, housing stock, and economic climate of the City, and the HRA has determined that undertaking the Project is in the best interest of the public health, safety, and welfare of the people of the City.

Section A. Program For Financing the Project. The HRA is establishing this Program to finance the Project at a cost and upon such other terms and conditions as may be determined by the HRA in accordance with the Housing Act. The HRA expects to issue housing revenue bonds or other obligations, in one or more series, (the "Bonds"), in an aggregate principal amount not to exceed \$6,500,000, in June of 2014 (or such later time as determined by the HRA). It is anticipated that the Bonds shall have a maturity

not later than approximately 31 years and will bear interest at rates per annum determined at the time of issuing such Bonds and will be secured, among other things by a mortgage on the Project.

Section B. Local Contributions To The Program. The HRA's issuance of tax-exempt bonds for the Project is expected to allow the HRA to finance the Project at a lower interest cost than is otherwise available. The HRA believes the reduced financing cost will enhance the feasibility of the Project and result in lower rates for use of the Project than might otherwise be charged.

Section C. Standards and Requirements Relating to the Financing of the Project Pursuant to the Program. The following standards and requirements shall apply with respect to the operation of the Project:

(1) Substantially all of the proceeds of the sale of the Bonds will be applied to the financing of the Project, the payment of costs of issuance, and the funding of appropriate reserves. The resolution authorizing the issuance of the Bonds and the related documents pursuant to which the Bonds are to be issued will include certain covenants to be made by the HRA regarding the use of proceeds and the character and use of the Project.

(2) The HRA will not arbitrarily reject an application from a proposed tenant because of race, color, creed, religion, national origin, sex, marital status, or status with regard to public assistance or disability.

(3) The Project will be occupied or held for occupancy by persons or families whose income does not exceed 150% of the area median income.

Section D. Issuance of Bonds. To finance the Project pursuant to this Program, the HRA will issue the Bonds in a principal amount not to exceed \$6,500,000. The estimated cost of financing the Project may change between the date of preparation of this Program and the date of issuance of the Bonds.

Section E. Severability. The provisions of this Program are severable, and if any of its provisions, sentences, clauses or paragraphs shall be held unconstitutional, contrary to statute, exceeding the authority of the HRA or otherwise illegal or inoperative by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.

Section F. Amendment. The HRA may amend this Program, to the extent authorized by law and the contractual obligations of the HRA, to the extent the HRA deems such amendment to be in the best interests of the HRA, the Project, and the holders of the Bonds.

**CITY OF WORTHINGTON, MINNESOTA**

**RESOLUTION NO. \_\_\_\_**

**RESOLUTION CONCURRING WITH THE AUTHORIZATION BY THE  
HOUSING AND REDEVELOPMENT AUTHORITY OF WORTHINGTON,  
MINNESOTA OF ITS ISSUANCE OF HOUSING DEVELOPMENT  
REVENUE BONDS AND ADOPTING A MULTIFAMILY HOUSING  
PROGRAM THEREWITH**

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

1. Recitals.

(a) Minnesota Statutes, Chapter 469 and 462C (collectively, the “Act”), authorize the adoption of housing programs thereunder and the issuance of revenue bonds to finance such programs for the general purpose of planning, administering, making and purchasing loans or other assistance with respect to one or more housing developments within the boundaries of the City of Worthington, Minnesota (the “City”), including without limitation multi-family rental housing program and bonding thereunder.

(b) It has been proposed that the City adopt a Multifamily Rental Housing Program (the “Housing Program”). The Housing Program relates generally to the development of an approximately 48 townhome unit multifamily housing development and to revenue bonding of up to \$6,500,000 to assist in financing the costs thereof. Copies of the Housing Program have been presented for the Council’s consideration on this date and are made a part of this resolution to the same extent as though set forth in full therein.

(c) The City desires to facilitate the development of housing within the City and to promote the various goals and activities envisioned or specified in the Housing Program.

(d) A public hearing on the Housing Program and the issuance of bonds under the Housing Program and the Act was held on the date hereof, after notice of such public hearing was duly published in the official newspaper of the City no less than 15 days in advance of said public hearing, and at which public hearing all persons who desired to present their views on said proposals, either orally or in writing, were afforded an opportunity to do so.

(e) Pursuant to Section 462C of the Act, the City made timely submission of the Housing Program to the Southwest Regional Development Commission for its review and comment, and the City has heretofore received no unfavorable comment from and on behalf of said Development Commission.

2. Adoption of Housing Program. Pursuant to the Act, and in particularly for the purpose of compliance with Section 469.0171, the Council hereby adopts the Housing Program. In accordance with Minnesota Statutes, Section 469.034, the Housing and Redevelopment Authority

of Worthington, Minnesota (the "HRA") proposes to issue its revenue bonds to finance the acquisition, construction and equipping of an approximately 48 townhome unit multifamily housing development (the "Project") in the City.

3. Project and Financing. The Project will be owned and operated by the HRA. The City has determined that it is in the best interests of the public health and welfare and in the best interest of the citizens of the City, that the HRA issue one or more housing development revenue bonds or other obligations in an aggregate principal amount of approximately \$6,500,000. Proceeds of an approximately \$3,900,000 Essential Function Housing Development Revenue Bond of 2014 (the "Bond"), together with the proceeds of an approximately \$1,600,000 housing development revenue note to the City (the "City Note"), the proceeds of an approximately \$200,000 housing development revenue note to the Southwest Initiative Foundation (the "SWIF Note") and the proceeds of an approximately \$25,000 housing development revenue note to the Southwest Minnesota Housing Partnership (the "SMHP Note"), will be used to finance the costs of acquisition, construction and equipping of the Project and related costs. The Bond, the City Note, the SWIF Note and the SMHP Note are expected to be paid from the revenues of the Project.

4. Findings. In accordance with the Act, the City held a public hearing on behalf of the HRA this same date regarding a housing program and the issuance of the Bond, for which notice was published as required by the Act.

The HRA requests the City to concur with the following determinations:

(a) The issuance of the Bond, the City Note, the SWIF Note and the SMHP Note and the acquisition, construction and equipping of the Project are in the best interests of the public health, safety and welfare of the citizens of the City, and are in accordance with the purposes and the procedures of the Act;

(b) The implementation of the Project, and the issuance and sale of the Bond, the City Note, the SWIF Note and the SMHP Note by the HRA, and the performance of all covenants and agreements contained therein and of all other acts and things required under the Constitution and Laws of the State of Minnesota to make the Bond, the City Note, the SWIF Note and the SMHP Note valid and binding obligations of the HRA, are authorized by the Act;

(c) The implementation of the Project for the purposes and in the manner contemplated conforms or will conform to all pertinent statutes, regulations and ordinances of the State of Minnesota, the City and the HRA;

(d) It is desirable that the Bond, the City Note, the SWIF Note and the SMHP Note in an aggregate principal amount not to exceed \$6,500,000 be issued by the HRA, on the terms and interest rates as hereinafter determined;

(e) The payments required are intended to produce income and revenues sufficient to provide for the payment when due of principal of and interest on the Bond and on, a subordinate basis, on the City Note, the SWIF Note and the SMHP Note.

5. Small Issuer Rebate Allocation. Pursuant to Section 148(f)(4)(D)(iv) of the Internal Revenue Code of 1986, as amended (the "Code") the City hereby allocates to the HRA the aggregate principal amount of the Bond for purposes of qualifying the Bond within the \$5,000,000 "small issuer" arbitrage rebate exception within such section of the Code for calendar year 2014. For purposes of such section of the Code, the City Council finds and determines that the allocation of such bonding authority to the HRA will bear a reasonable and direct relationship to the benefits received by not only the HRA but also the City. The City represents that it is a governmental unit with general taxing powers and that the total amount of bonds or other obligations of the City, when included with the amount of the Bond and the amount of any other obligations issued by the City and any issuer treated as subordinate to or as one issuer with the City in the calendar year 2014 does not exceed and is not reasonable expected to exceed \$5,000,000.

6. All actions of the members, employees and staff of the City heretofore taken in furtherance of the Project and issuance of the Bond, the City Note, the SWIF Note and the SMHP Note are hereby approved, ratified and confirmed.

7. The Mayor, City Administrator, and other officers of the City are authorized and directed to execute and deliver a loan agreement and such other agreements as may be necessary or convenient in connection with the issuance of the Bond, the City Note, the SWIF Note and the SMHP Note or the acquisition and construction of the Project.

8. In the event any of the officers of the City authorized to execute documents or approve the final forms thereof on behalf of the City under this resolution shall for any reason be unable to do so, any member of the City Council of the City, or any other officer of the City, is hereby directed and authorized to do so on behalf of the City, with the same effect as if executed by the officer authorized to do so in this resolution.

9. The City previously adopted Resolution No. 3520 on May 28, 2013 (the "Prior Resolution"). This resolution supersedes the Prior Resolution in its entirety.

The question was on the adoption of the resolution and upon a vote being taken thereon, the

following voted in favor thereof:

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED  
THIS 9<sup>th</sup> DAY OF JUNE, 2014.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## INTERCREDITOR AGREEMENT

THIS AGREEMENT, dated the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is made and entered into by and among **City of Worthington**, (hereinafter "**City**"); Southwest Initiative Foundation, a Minnesota Nonprofit Foundation (hereinafter "**Foundation**").

### WITNESSETH:

WHEREAS, **City** has loaned to **Housing and Redevelopment Authority of Worthington, Minnesota**, the principal sum of **One Million Six Hundred Thousand Dollars and No/100 Dollars (\$1,600,000.00)** pursuant to a Loan Agreement dated **June 30, 2014**, a Promissory Note dated **June 30, 2014**, and Mortgage of even date.

WHEREAS, **Foundation** has loaned to **Housing and Redevelopment Authority of Worthington, Minnesota**, the principal sum of **Two Hundred Thousand and No/100 Dollars (\$200,000.00)** pursuant to a Loan Agreement dated \_\_\_\_\_, 20\_\_\_\_, a Promissory Note dated \_\_\_\_\_, and Mortgage of even date.

WHEREAS the purpose of this agreement is to set forth the respective rights of the parties in said security and to set forth procedures to be taken upon occurrence of an event of default under the various loan documents.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained here, the parties agree as follows:

1. All property pledged as security in the loan documents referenced herein above is collectively referred to as "Collateral".
2. This agreement shall only relate to the relative position of the Creditors and shall have no effect on the credit obligations between each Creditor and **Housing and Redevelopment Authority of Worthington, Minnesota**.
3. The Creditors hereto agree that their respective security interests are of **equal priority**, regardless of the dates or times of recording or perfecting liens for security interests. It is the understanding of the parties hereto that they shall have a shared **second** priority security interest/lien in the Collateral.
4. The filing of a Partial Termination Statement by a Creditor shall only effect its secured position relative to the property released. The filing of a Termination Statement by a Creditor shall release its secured interest in the assets of **Housing and Redevelopment Authority of Worthington, Minnesota**, however, the Creditor shall be bound by the terms of this Intercreditor Agreement during the entire term of this agreement.
5. This agreement shall commence on the date herein and shall remain in full force and effect so long as a Debtor-Creditor relationship exists between **Housing and Redevelopment Authority of Worthington, Minnesota**, and the Creditors.

6. The Creditors each agree to provide the other written notice promptly following their actual knowledge of an event of default under their respective loan documents (hereinafter "Notice of Default").
7. An event of default as to one Creditor shall constitute an event of default as to all Creditors.
8. Following a Notice of Default, any payments of principal or of interest which may be received by any of the Creditors, together with any and all proceeds from the sale or other disposition of the Collateral shall be applied as follows:
  - a. First, to the payment of costs and expenses of collection, including the payment of all taxes, assessments and other superior liens, if any, except liens subject to which such sale exercise of rights shall have been made.
  - b. Second, to the payment of the principal and secured interest then owing and unpaid on the loans made by the respective Creditors. Said payments shall be distributed on a pro rata basis to the respective Creditors according to the ratio of the principal and interest balance of each parties' loan described herein to **Housing and Redevelopment Authority of Worthington, Minnesota**, divided by the total principal and interest balances of the respective Creditor's loans described herein to **Housing and Redevelopment Authority of Worthington, Minnesota**.
  - c. Third, to the payment of the surplus, if any, to whoever shall be lawfully entitled to the same.
9. All notices, demands, requests and consents under this agreement shall be mailed by first class mail, postage prepaid to the addresses of the parties as noted in the loan documents or applications.
10. This agreement shall be deemed a contract made under the laws of the State of Minnesota and for all purposes shall be construed in accordance with the laws of the State of Minnesota.
11. This agreement shall be binding upon the parties hereto and their respective successors and assigns and shall inure to the benefit of the Creditors and their respective successors and assigns.
12. Any amendment of this agreement shall be in writing and shall require the signature of all the parties. The Creditors hereto agree that they will not change, modify or amend in any way the respective loan documents with **Housing and Redevelopment Authority of Worthington, Minnesota**, without the prior consent of the other Creditors.



**IN WITNESS WHEREOF**, the parties have executed this Intercreditor Agreement as of the day and year first above written.

**City of Worthington**

**Southwest Initiative Foundation**

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By: Alan Oberloh  
Its: Mayor

---

By: Amy L. Woitalewicz  
Its: Business Finance Director

**WORTHINGTON CITY COUNCIL RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION RECOMMENDING DEMOLITION OF HAZARDOUS BUILDING AT  
1635 Oxford Street, Worthington, Minnesota, and legally described as:**

**Parecel ID# 31-2932-200**

**Lot 1 Except Tract Block Block 1, First Resurvey and Resubdivision of Northland Mall  
First Addition, City of Worthington, Nobles County, Minnesota.**

WHEREAS, the City Council previously issued an Order to repair or demolish the former K-Mart building located upon the above reference property upon a determination by the Council that said building was hazardous pursuant to Minn. Stat. Chapter 463; and

WHEREAS, an Order of the District Court dated October 31, 2013, was issued which Order required that the conduct a assessment and investigation of the building and that the City thereafter make a recommendation to the Court as to whether or not the building should be repaired or demolished; and

WHEREAS, the City contracted with Wenzel Engineering to make the building assessment which assessment would include alternative estimates to repair or demolish; and

WHEREAS, Wenzel Engineer issued a Building Assessment dated May 29, 2014 which set forth detailed information, including photographs showing the condition of the hazardous building;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF Worthington,  
MINNESOTA, AS FOLLOWS:**

1. That after review and due consideration of the report of the Building Assessment submitted by Wenzel Engineering, including the alternative cost estimates, the Council recommends that the District Court Order that the hazardous building located upon the subject premises be demolished.
2. That subsequent to the demolition, the City of Worthington be allowed to submit an Expense Report for the purpose of obtaining Judgment pursuant to Minn. Stat. 463.21.

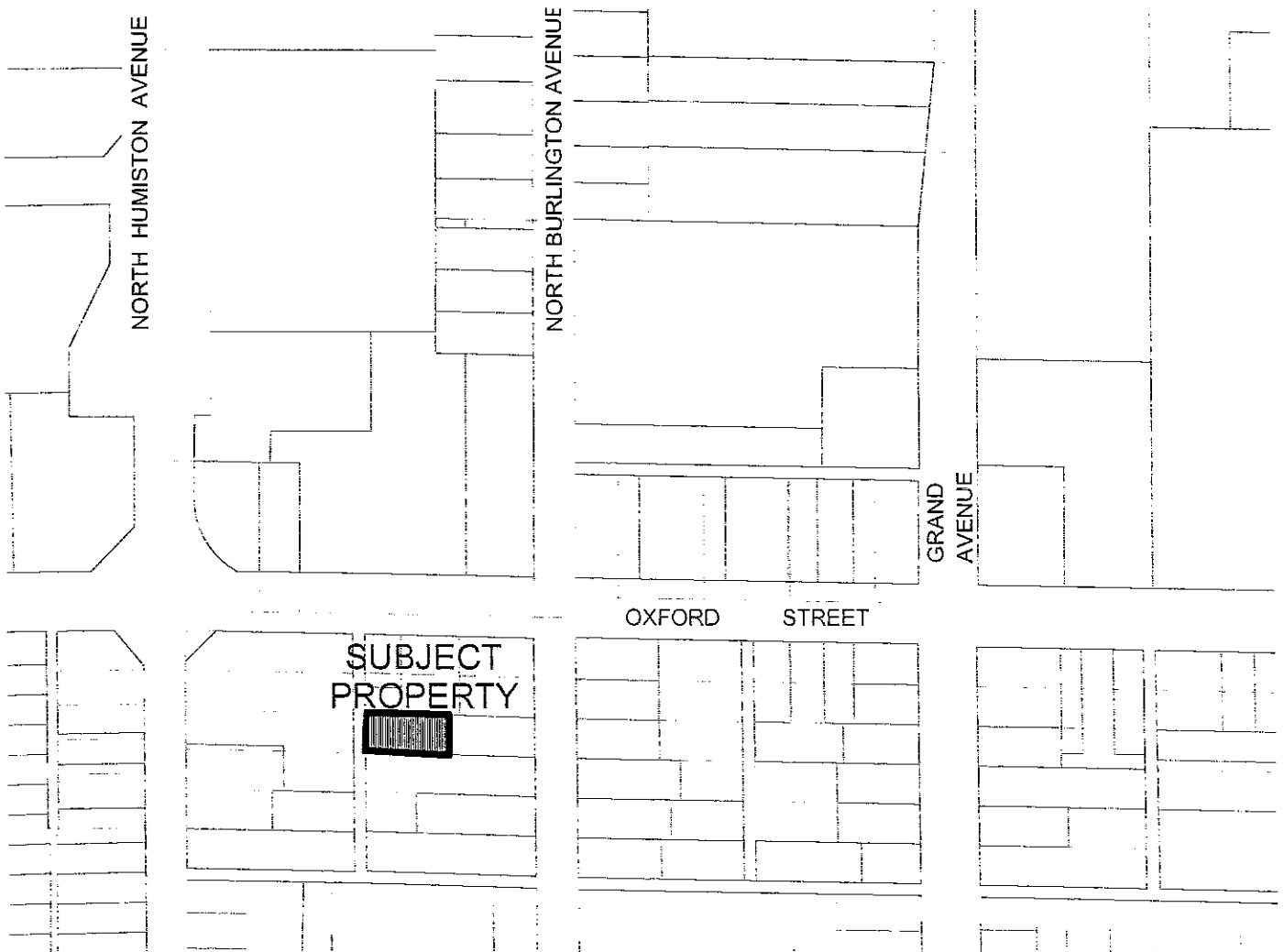
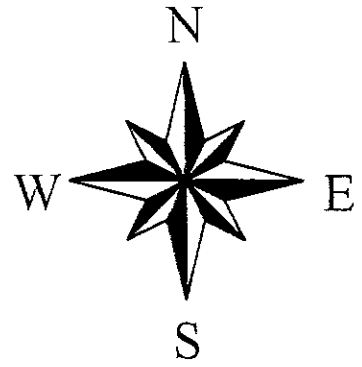
Approved this \_\_\_\_ day of June, 2014, by the Worthington City Council.

CITY OF WORTHINGTON

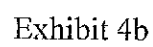
BY: \_\_\_\_\_  
Alan Oberloh, Its Mayor

\_\_\_\_\_  
Janice Oberloh, Its Clerk

# PALMA CHANGE OF ZONE



THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY.  
IN CASE OF A CONFLICT OR DISCREPANCY BETWEEN THIS MAP  
AND THE LEGAL DESCRIPTION OF THE SUBJECT PROEPRTY,  
THE LEGAL DESCRIPTION SHALL GOVERN.



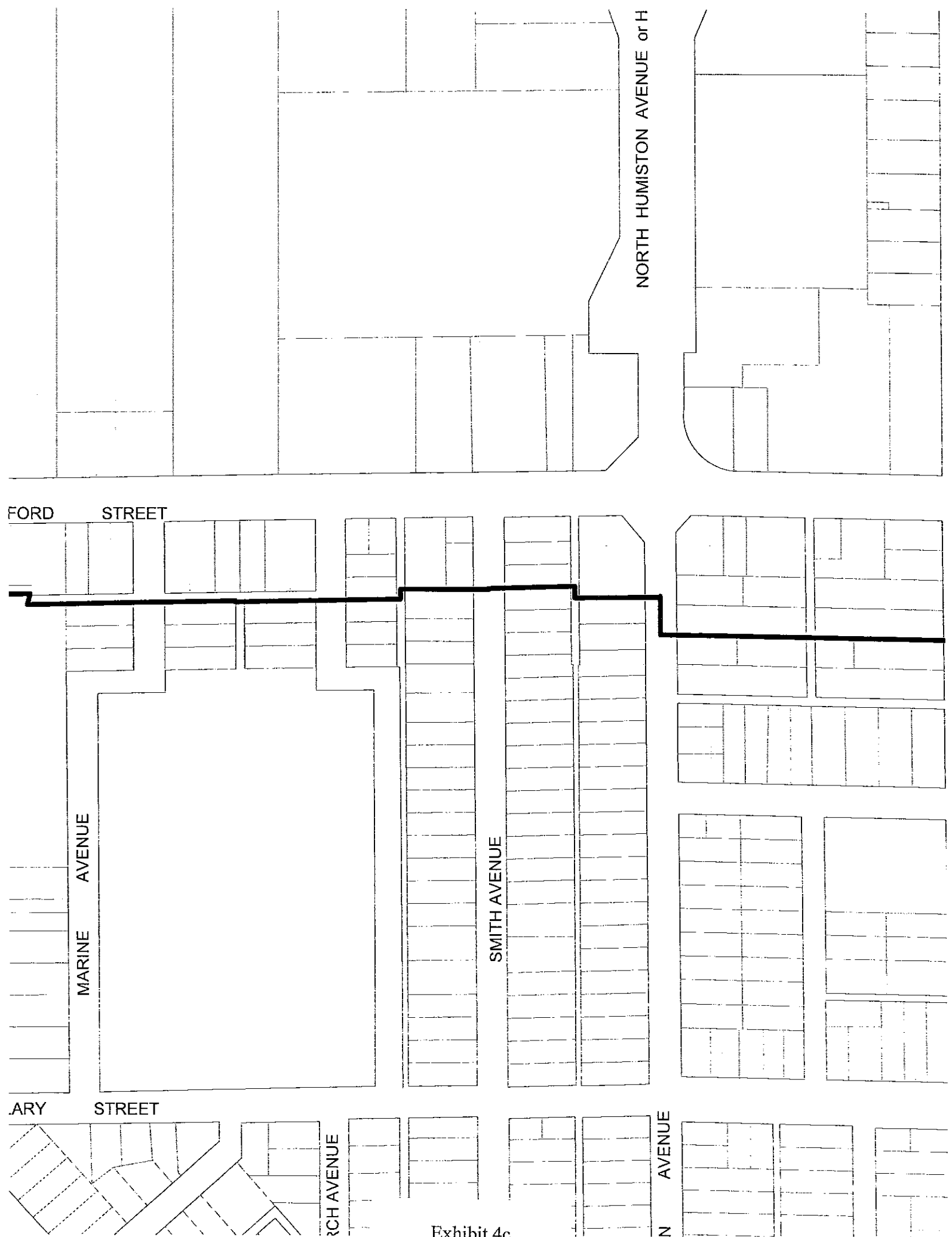


Exhibit 4c

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA, TO REZONE PROPERTY FROM “R-3” (LOW DENSITY PRESERVATION RESIDENTIAL) TO “B-3” (GENERAL BUSINESS)**

**The City Council of the City of Worthington, Do Ordain:**

**Section I.**

In order to better protect and enhance public health, safety and general welfare, the Worthington City Council hereby finds that it is necessary to modify the zoning district designation of certain areas of the City of Worthington from “R-3” - Low Density Preservation Residential to “B-3” - General Business.

**Section II.**

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

The west 140 feet of Lot 12, Block 14, Moulton’s Re-survey and Subdivision of Clary’s Addition, City of Worthington, Nobles County, Minnesota.

**Section III.**

The Official Zoning Map of the City of Worthington shall be amended to reflect the changes ordained in Section II of this Ordinance.

**Section IV.**

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

**Section V.**

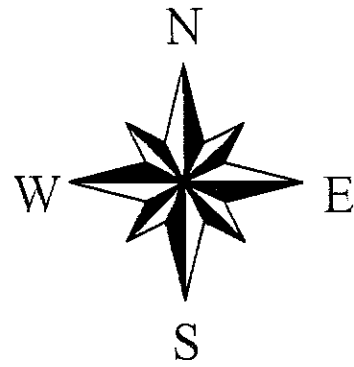
Passed and adopted by the City Council of the City of Worthington, Minnesota, this \_\_\_\_ day of July, 2014.

(SEAL)

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

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

# JOHNSON'S SPECIAL USE PERMIT



THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY.  
IN CASE OF A CONFLICT OR DISCREPANCY BETWEEN THIS MAP  
AND THE LEGAL DESCRIPTION OF THE SUBJECT PROEPRTY,  
THE LEGAL DESCRIPTION SHALL GOVERN.





# OFFICIAL PLAT HOMEWOOD HILLS ELEVENTH ADDITION CITY OF WORTHINGTON, MINNESOTA

PART OF THE E 1/2, S.W. 1/4, SEC. 15,  
T. 102 N., R. 10 W., 3RD OF WORTHINGTON,  
NOBLE COUNTY, MINNESOTA

**REQUIREMENT OF DEDICATION**  
KNOW ALL MEN BY THESE PRESENTS, That the undersigned, being the owners and proprietors of the following described property situated in the City of Worthington, County of Nobles, State of Minnesota, do hereby certify that the same for the use and benefit described herein have been laid out for the year of 2006.

**CITY OF WORTHINGTON**  
I hereby certify that the within instrument was filed for record in the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

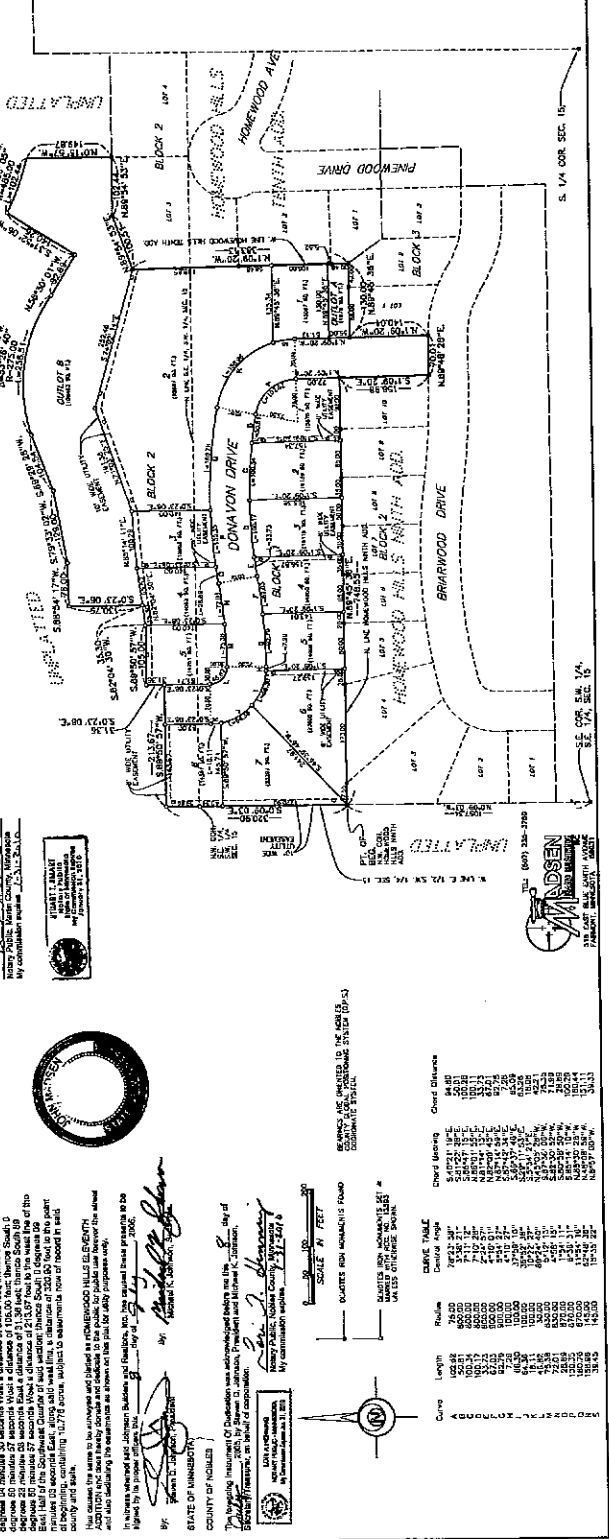
**CITY OF WORTHINGTON**  
I hereby certify that the within instrument was approved and adopted by the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

**CITY OF WORTHINGTON**  
I hereby certify that the within instrument was approved and adopted by the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

**STATE OF MINNESOTA**  
COUNTY OF NOBLES  
I, \_\_\_\_\_, County Clerk, do hereby certify that the within instrument was filed for record in the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

**STATE OF MINNESOTA**  
COUNTY OF NOBLES  
I, \_\_\_\_\_, County Clerk, do hereby certify that the within instrument was filed for record in the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

**STATE OF MINNESOTA**  
COUNTY OF NOBLES  
I, \_\_\_\_\_, County Clerk, do hereby certify that the within instrument was filed for record in the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota, and is recorded in \_\_\_\_\_ of Public, \_\_\_\_\_ of Nobles County, Minnesota.

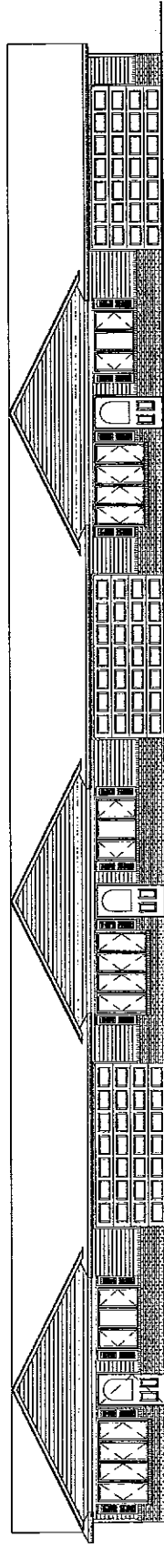


SCHEDULE OF USE REGULATIONS																		KEY: P - Permitted Use S - Special Development A - Accessory Use			
RESIDENTIAL USE GROUPS	RESIDENTIAL							BUSINESS				INDUSTRIAL			OTHER						
	R-1	R-2	R-3	R-4	R-5	R-6	R-7	B-1	B-2	B-3	B-4	M-1	M-2	I	S	TZ	L				
A. Single Family	P	P	P	P	S	S	P	P	S	—	—	—	—	S	—	P	—				
B. Townhouse	S	P	P	P	P	—	—	S	—	—	—	—	—	S	—	S	—				
C. Two family	S	P	P	P	S	—	—	S	—	—	—	—	—	—	—	S	—				
D. Multi-family	S	S	S	P	P	—	—	—	S	—	—	—	—	—	—	—	—				
E. Mobile Homes	—	—	—	—	—	P	—	—	—	—	—	—	—	—	—	—	—				
F. Home Occupations	A	A	A	A	A	A	A	A	A	—	—	—	—	A	—	A	—				
G. Boarding Houses	—	—	S	S	S	—	—	S	S	—	—	—	—	S	—	—	—				
H. Guest Home	—	—	—	S	S	—	—	—	S	S	—	—	—	S	—	—	—				
I. Fraternity & Sorority Houses	—	—	—	S	P	—	—	—	S	—	—	—	—	S	—	—	—				
J. Child Care	S	S	S	S	P	S	S	S	S	S	S	—	—	S	—	—	—				
K. Convalescent, Nursing and Rest Homes	—	—	S	S	S	—	—	—	S	—	—	—	—	S	—	—	—				
L. Hospitals	—	—	S	S	S	—	S	—	S	—	—	—	—	P	—	—	—				
M. Motels	—	—	—	S	S	—	—	—	P	P	S	—	—	S	—	—	—				
N. Seasonal Residential	—	—	—	—	—	—	—	—	—	S	—	—	—	—	S	S	—				
O. Clubs	—	—	S	S	P	—	—	S	P	P	S	—	—	S	—	—	—				
P. Civic	S	P	P	P	P	P	P	S	P	S	—	—	—	S	S	—	—				
Q. Public Service	—	—	—	—	—	—	—	—	S	S	—	S	P	—	—	S	—				
R. Utility Stations	P	P	P	P	S	P	P	S	S	P	S	P	P	S	S	S	—				
S. Recreational: <sup>1</sup>	P	P	P	P	S	S	P	S	—	S	S	S	—	—	P	—	—				
T. Recreational: <sup>2</sup>	S	P	P	P	S	P	P	—	—	S	S	S	S	S	P	S	—				
U. Public Institutional and Cultural	S	S	S	P	P	S	S	S	S	S	S	S	—	P	S	S	—				

**TABLE OF USE GROUPS****PART I. RESIDENTIAL AND OTHER USE GROUPS**

- A. SINGLE FAMILY - Single family detached dwellings.
- B. TOWNHOUSE - Single family attached and detached dwellings.
- C. TWO FAMILY - Two family dwellings.
- D. MULTI-FAMILY - Dwellings designed to contain more than two families.
- E. MOBILE HOME - Mobile home parks.
- F. HOME OCCUPATIONS
- G. BOARDING HOUSES
- H. GUEST HOME
- I. FRATERNITY AND SORORITY HOUSES
- J. CHILD CARE - Nursery schools, child care centers (not including dormitories), and family and group day care centers.
- K. CONVALESCENT, NURSING, AND REST HOMES
- L. HOSPITALS
- M. MOTELS - Hotels, motels and apartment hotels
- N. SEASONAL RESIDENTIAL - Summer cabins, camps, cottages and travel trailer parks, for seasonal and not permanent or year-around occupancy, temporary occupancy
- O. CLUBS - Clubs, fraternities, lodges and meeting places for other organizations, not including any use that is customarily conducted as a gainful business
- P. CIVIC - Convention center, community center, public library, public museum, public art gallery, public recreation, fire station, public botanical garden, public auditorium and similar uses, each without outdoor storage
- Q. PUBLIC SERVICE - Warehouses, garages, storage yards and shops that are owned and operated by a governmental unit, together with accessory administrative buildings





# FRONT ELEVATION

SCALE: 3/16" = 1'-0"

05.28.2014



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

**AN ORDINANCE TO AMEND TITLE XV, CHAPTER 153, SECTION 153.02 AS TO THE DEFINITION OF A SIGN**

The City Council of the City of Worthington Do Ordain:

Section I.

The Worthington City Code Section 153.02, is hereby amended and shall read as follows:

**§153.02 DEFINITION.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

***Sign.*** Any device, fixture, placard or structure that uses any color, form, graphic, illumination, symbol or writing to advertise, announce the purpose of or identify the purpose of a person or entity, or to communicate information of any kind to the public. Public Art as defined and regulated pursuant to Chapter 101 of the Worthington City Code is not a sign under this Chapter.

Section II.

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

Passed by the City Council of the City of Worthington, Nobles County, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

(SEAL)

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
APPEL TROY	5/30/14	CAN-AM-APPEL	GENERAL FUND	POLICE ADMINISTRATION	22.00
	5/30/14	AGENT MEALS REIMBURSEMENT	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	52.39
				TOTAL:	74.39
BELTLINE AUTOMOTIVE	5/30/14	SERVICE #103	ELECTRIC	O-DISTR SUPER & ENG	421.04
	5/30/14	SERVICE#102	ELECTRIC	O-DISTR SUPER & ENG	43.22
				TOTAL:	464.26
BOLTON & MENK INC	5/30/14	MARCH 29-APRIL 25 WORK	STORM WATER MANAGE	PROJECT #18	3,272.50
				TOTAL:	3,272.50
BOUSEMA FARMS, INC	5/30/14	SNOW REMOVAL-RENTAL	GENERAL FUND	ICE AND SNOW REMOVAL	1,400.00
	5/30/14	SNOW REMOVAL-LABOR	GENERAL FUND	ICE AND SNOW REMOVAL	1,400.00
				TOTAL:	2,800.00
CCS	5/30/14	5/8/14 MISC SETTLEMENT FEE	HEALTH INS PLAN (T	EMPLOYEE PENS & BENEFI	102.08
				TOTAL:	102.08
CULHAM STEPHANIE	5/30/14	UNDER ARMOUR	GENERAL FUND	SECURITY CENTER	20.50
	5/30/14	UNDER ARMOUR	GENERAL FUND	SECURITY CENTER	20.49
				TOTAL:	40.99
DENNIS L RICK LTD	5/30/14	2013 AUDIT	GENERAL FUND	FIRE ADMINISTRATION	2,500.00
				TOTAL:	2,500.00
DEPUTY REGISTER #33	5/30/14	FORFEITED VEHICLES REG FE	GENERAL FUND	POLICE ADMINISTRATION	41.50
				TOTAL:	41.50
DIAMOND VOGEL PAINT	5/30/14	PAINT	GENERAL FUND	SIGNS AND SIGNALS	4,044.15
				TOTAL:	4,044.15
EZ-WASH	5/30/14	VEHICLE WASHES	GENERAL FUND	POLICE ADMINISTRATION	200.00
				TOTAL:	200.00
FIFE WATER SERVICES INC	5/30/14	FIFE WATER SERVICES INC	INDUSTRIAL WASTEWA	O-PURIFY MISC	9,349.95
				TOTAL:	9,349.95
GRIMMIUS NATHAN	5/30/14	CAN-AM-GRIMMIUS	GENERAL FUND	POLICE ADMINISTRATION	22.00
	5/30/14	CAN-AM-GRIMMIUS	GENERAL FUND	POLICE ADMINISTRATION	20.00
				TOTAL:	42.00
HAGEN BEVERAGE DISTRIBUTING INC	5/30/14	LIGHTING RETROFIT	ELECTRIC	CUSTOMER INSTALL EXPEN	1,320.00
				TOTAL:	1,320.00
JACKS UNIFORMS & EQUIPMENT	5/30/14	JACKS UNIFORMS & EQUIPMENT	GENERAL FUND	POLICE ADMINISTRATION	216.79
	5/30/14	SHIRTS AND EMBROIDERY	GENERAL FUND	POLICE ADMINISTRATION	270.74
				TOTAL:	487.53
JERRY'S AUTO SUPPLY	5/30/14	OIL FOR UNIT #329	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	41.88
				TOTAL:	41.88
LAMPERTS YARDS INC-2602004	5/30/14	CLOSURE BOTTL GLUES	AIRPORT	O-GEN MISC	18.90
				TOTAL:	18.90
MED-COMPASS INC	5/30/14	QUANTITATIVE FIT TESTING	GENERAL FUND	FIRE ADMINISTRATION	1,112.50
	5/30/14	QUANTITATIVE FIT TESTING	WATER	O-PURIFY MISC	165.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/30/14	QUANTITATIVE FIT TESTING	MUNICIPAL WASTEWAT	O-PURIFY MISC	192.50
				TOTAL:	1,470.00
MISCELLANEOUS V HAREN BRIAN	5/30/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	57.00
HILLSHEIM CHRISTINE	5/30/14	SHELTER HOUSE DEPOSIT REBA	RECREATION	NON-DEPARTMENTAL	40.00
SPIEGELHOFF JOHN	5/30/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	57.00
VEEN KEN	5/30/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
WALGREEN CO	5/30/14	LIGHTING RETROFIT	ELECTRIC	CUSTOMER INSTALL EXPEN	759.00
				TOTAL:	938.00
MORROW MICHEAL	5/30/14	CDL REIMBURSEMENT	WATER	O-DISTR MISC	19.00
				TOTAL:	19.00
MWOA	5/30/14	WORKSHOP-PAVELKO	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	125.00
				TOTAL:	125.00
NICOLE KEMPEMA'S CLEANING AND ORGANIZI	5/30/14	CLEANING ON MAY 21	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	100.00
				TOTAL:	100.00
NORTHERN BALANCE AND SCALE INC	5/30/14	CALIBRATION AND CLEANING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	364.00
				TOTAL:	364.00
PRO STEAM CLEANING INC	5/30/14	PRO STEAM CLEANING INC	LIQUOR	O-GEN MISC	1,257.49
				TOTAL:	1,257.49
RACOM CORP	5/30/14	BELT CLIP ASSY	GENERAL FUND	POLICE ADMINISTRATION	60.00
				TOTAL:	60.00
RDJ SPECIALTIES INC	5/30/14	NAIL FILE	GENERAL FUND	FIRE ADMINISTRATION	697.02
				TOTAL:	697.02
RESCO INC	5/30/14	WATER RADIOS FOR ELECTRIC	WATER	FA DISTR METERS	6,733.12
	5/30/14	REPAIR ELBOWS	ELECTRIC	M-DISTR UNDERGRND LINE	479.50
	5/30/14	LIGHT FIXTURES	ELECTRIC	FA DISTR ST LITE & SIG	6,151.84
				TOTAL:	13,364.46
RILEY MARK	5/30/14	K9 TRAINING	GENERAL FUND	POLICE ADMINISTRATION	156.00
	5/30/14	K9 TRAINING	GENERAL FUND	POLICE ADMINISTRATION	107.70
				TOTAL:	263.70
SOUTHWEST HEARING AID CENTER INC	5/30/14	POLICE EAR MOLD	GENERAL FUND	POLICE ADMINISTRATION	65.00
				TOTAL:	65.00
STREICHER'S INC	5/30/14	CLOTHING	GENERAL FUND	POLICE ADMINISTRATION	671.84
				TOTAL:	671.84
STUART C IRBY CO	5/30/14	CABLE	ELECTRIC	FA DISTR UNDRGRND COND	22,715.53
	5/30/14	CABLE	ELECTRIC	FA DISTR UNDRGRND COND	80,153.79
				TOTAL:	102,869.32
VERIZON WIRELESS	5/30/14	MONTHLY SERVICE	GENERAL FUND	POLICE ADMINISTRATION	432.92
	5/30/14	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	89.75
	5/30/14	MONTHLY SERVICE	GENERAL FUND	SECURITY CENTER	89.75
	5/30/14	MONTHLY SERVICE	GENERAL FUND	CODE ENFORCEMENT	50.44
	5/30/14	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	38.34
	5/30/14	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	50.44



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/30/14	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	33.34
	5/30/14	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	33.34
	5/30/14	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	38.34
	5/30/14	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	33.34
	5/30/14	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	38.34
	5/30/14	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	50.44
	5/30/14	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR MISC	33.34
	5/30/14	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	50.44
	5/30/14	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	38.34
				TOTAL:	1,100.90

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

101	GENERAL FUND	13,711.09
207	PD TASK FORCE	52.39
229	RECREATION	40.00
601	WATER	7,039.24
602	MUNICIPAL WASTEWATER	828.40
604	ELECTRIC	112,393.82
605	INDUSTRIAL WASTEWATER	9,349.95
606	STORM WATER MANAGEMENT	3,272.50
609	LIQUOR	1,257.49
612	AIRPORT	18.90
614	MEMORIAL AUDITORIUM	100.00
705	HEALTH INS PLAN (TPA)	102.08

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GRAND TOTAL:	148,165.86
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A H HERMEL COMPANY	6/06/14	COFFEE	GENERAL FUND	SECURITY CENTER	34.00
	6/06/14	COFFEE	GENERAL FUND	SECURITY CENTER	34.00
		TOTAL:			68.00
ALEXANDRIA TECHNICAL & COMMUNITY COLLEGE	6/06/14	RIFLE ARMORER COURSES	GENERAL FUND	POLICE ADMINISTRATION	1,000.00
		TOTAL:			1,000.00
AMERICAN BOTTLING COMPANY	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	275.50
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	139.18
		TOTAL:			414.68
AMERICAN LEGAL PUBLISHING CORPORATION	6/06/14	CODE SUPPLEMENTS	GENERAL FUND	CLERK'S OFFICE	203.00
	6/06/14	CODE SUPPLEMENTS	GENERAL FUND	CLERK'S OFFICE	1,694.00
		TOTAL:			1,897.00
ARCTIC ICE INC	6/06/14	ICE	RECREATION	OLSON PARK CAMPGROUND	123.17
	6/06/14	ICE	LIQUOR	NON-DEPARTMENTAL	293.98
	6/06/14	ICE	LIQUOR	NON-DEPARTMENTAL	295.53
		TOTAL:			712.68
ARNOLD MOTOR SUPPLY	6/06/14	WHEEL NUTS	RECREATION	GOLF COURSE-GREEN	8.60
	6/06/14	OIL FILTERS FOR 5410	RECREATION	GOLF COURSE-GREEN	45.59
	6/06/14	OIL DRY, RAGS	RECREATION	GOLF COURSE-GREEN	41.97
	6/06/14	SLEEVE RETAINER	RECREATION	GOLF COURSE-GREEN	29.99
		TOTAL:			126.15
AUTOMATIC DOOR GROUP INC	6/06/14	REPAIR NORTH EXTERIOR DOOR	LIQUOR	O-GEN MISC	1,182.20
		TOTAL:			1,182.20
AVERA MEDICAL GROUP WORTHINGTON	6/06/14	HEPATITIS B VACCINE	GENERAL FUND	PAVED STREETS	108.00
		TOTAL:			108.00
BELLBOY CORP	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	782.24
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	44.54
		TOTAL:			826.78
BEVERAGE WHOLESALERS INC	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	13,488.28
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	3,431.44
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	7,344.77
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	75.00
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	608.00
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	360.00
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	1,165.00
		TOTAL:			25,256.49
BRADLEY CHAPULIS	6/06/14	HSA	GENERAL FUND	NON-DEPARTMENTAL	230.00
		TOTAL:			230.00
BTLLA LLC	6/06/14	WGTN REDISCOVER GRANT	GENERAL FUND	ECONOMIC DEVELOPMENT	7,000.00
		TOTAL:			7,000.00
BURNS LOCK & KEY	6/06/14	OLSON RESTROOM REPAIRS	RECREATION	OLSON PARK CAMPGROUND	104.00
		TOTAL:			104.00
CLARK CRAIG	6/06/14	REIMBURSE	GENERAL FUND	ADMINISTRATION	116.73
	6/06/14	REIMBURSE	GENERAL FUND	ADMINISTRATION	32.20

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	148.93
COAST TO COAST SOLUTIONS	6/06/14	PROMO SPORTS BOTTLES	GENERAL FUND	POLICE ADMINISTRATION	600.68
				TOTAL:	600.68
COOPERATIVE ENERGY CO- ACCT # 5910807	6/06/14	WEEDEATER GAS	RECREATION	PARK AREAS	19.19
	6/06/14	CHAINSAW GAS	RECREATION	TREE REMOVAL	7.96
				TOTAL:	27.15
DACOTAH PAPER CO	6/06/14	BAGS	LIQUOR	O-GEN MISC	26.99
	6/06/14	BAGS, TOILET PAPER, SOAP	LIQUOR	O-GEN MISC	589.71
				TOTAL:	616.70
DAILY GLOBE	6/06/14	ARMED FORCES DAY AD	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	45.00
				TOTAL:	45.00
DAKOTA AMMO INC	6/06/14	AMMUNITION	GENERAL FUND	POLICE ADMINISTRATION	794.40
				TOTAL:	794.40
DANS ELECTRIC INC	6/06/14	ADJUST HANGAR DOOR CONTROL	AIRPORT	O-GEN MISC	57.00
	6/06/14	REPAIR MAIN HANGAR LIGHTS	AIRPORT	O-GEN MISC	341.08
				TOTAL:	398.08
DAVIS TYPEWRITER CO INC	6/06/14	COLORED PAPER	GENERAL FUND	AUDITS AND BUDGETS	14.30
	6/06/14	KLEENEX, COFFEE CUPS	GENERAL FUND	GENERAL GOVT BUILDINGS	100.80
	6/06/14	ENVELOPES, LABELS, TAPE	GENERAL FUND	CENTER FOR ACTIVE LIVI	26.16
	6/06/14	LETTER POUCH	RECREATION	OLSON PARK CAMPGROUND	20.59
	6/06/14	APPOINTMENT BOOK-OLSON PAR	RECREATION	OLSON PARK CAMPGROUND	18.10
	6/06/14	PENS, BINDERS, PAPER	WATER	ADMIN OFFICE SUPPLIES	6.88
	6/06/14	PENS, BINDERS, PAPER	WATER	ACCTS-RECORDS & COLLEC	10.26
	6/06/14	HEAVY PAPER	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	21.41
	6/06/14	PENS, BINDERS, PAPER	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	6.87
	6/06/14	PENS, BINDERS, PAPER	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	10.25
	6/06/14	BINDERS	ELECTRIC	ADMIN OFFICE SUPPLIES	10.56
	6/06/14	PENS, BINDERS, PAPER	ELECTRIC	ADMIN OFFICE SUPPLIES	13.75
	6/06/14	PENS, BINDERS, PAPER	ELECTRIC	ACCTS-RECORDS & COLLEC	20.52
	6/06/14	DETERGENT, POLISH, STAPLES	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	23.10
				TOTAL:	303.55
DE LAGE LANDEN PUBLIC FINANCE LLC	6/06/14	CLUB CART LEASE	RECREATION	GOLF COURSE-CLUBHOUSE	2,309.28
				TOTAL:	2,309.28
DEPARTMENT OF FINANCE	6/06/14	FORFEITURE-KEODOUANGDY	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	397.86
				TOTAL:	397.86
DEPARTMENT OF LABOR AND INDUSTRY	6/06/14	QUARTERLY BUILDING PERMIT	GENERAL FUND	NON-DEPARTMENTAL	619.65
				TOTAL:	619.65
DIAMOND VOGEL PAINT	6/06/14	BEACH NOOK FLOOR	RECREATION	PARK AREAS	143.28
	6/06/14	BEACH NOOK PAINT	RECREATION	PARK AREAS	165.80
	6/06/14	BEACH REST ROOM PAINTING	RECREATION	PARK AREAS	8.95
	6/06/14	CHAUTAUQUA BANDSHELL	RECREATION	PARK AREAS	75.90
	6/06/14	CHAUTAUQUA BANDSHELL/BUSS	RECREATION	PARK AREAS	151.80
	6/06/14	ROLLER COVERS	RECREATION	PARK AREAS	13.08
				TOTAL:	558.81

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DOLEJS ASSOCIATES INC	6/06/14	K-MART BUILDING ASSESSMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	7,300.00
				TOTAL:	7,300.00
EXTREME BEVERAGE LLC	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	63.50
				TOTAL:	63.50
FASTENAL COMPANY	6/06/14	TRUBOLT	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	6.19
	6/06/14	SAFETY GLASSES RETURN	ELECTRIC	O-DISTR MISC	55.44
	6/06/14	SAFETY GLASSES	ELECTRIC	O-DISTR MISC	29.89
	6/06/14	BOLTS	ELECTRIC	O-DISTR MISC	65.40
	6/06/14	SAW BLADES	ELECTRIC	O-DISTR MISC	124.75
	6/06/14	ROD, BOLTS RAILING-AIRPORT	AIRPORT	O-GEN MISC	4.52
				TOTAL:	175.31
FERGUSON ENTERPRISES INC #226	6/06/14	PUMP PARTS	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	525.98
	6/06/14	ALUMINUM MALE ADPT	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	53.72
				TOTAL:	579.70
GARY BRINK ELECTRIC LLC	6/06/14	INSTALL 96 DRU'S	ELECTRIC	FA DISTR METERS	9,348.32
				TOTAL:	9,348.32
GCC -CONSOLIDATED READY MIX INC	6/06/14	STREET LIGHT BASES	ELECTRIC	FA DISTR ST LITE & SIG	937.00
				TOTAL:	937.00
GOPHER STATE ONE CALL INC	6/06/14	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	66.05
	6/06/14	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	66.05
	6/06/14	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	132.10
				TOTAL:	264.20
GOVERNMENT FINANCE OFFICERS ASSOC	6/06/14	CAFR APPLICATION FEE	GENERAL FUND	AUDITS AND BUDGETS	435.00
				TOTAL:	435.00
GRAHAM TIRE OF WORTHINGTON INC	6/06/14	TIRES, TIRE PADS, TIE ROD	GENERAL FUND	POLICE ADMINISTRATION	855.00
	6/06/14	TIRES, TIRE PADS, TIE ROD	GENERAL FUND	POLICE ADMINISTRATION	384.75
	6/06/14	MULTITRAC TIRE, VALVE STEM	RECREATION	PARK AREAS	103.00
	6/06/14	INSTALL TUBE TORO 4100	RECREATION	PARK AREAS	6.00
	6/06/14	INSTALL TUBE TORO 4100	RECREATION	PARK AREAS	15.00
				TOTAL:	1,363.75
H & L MESABI	6/06/14	GRADER CUTTING EDGES	GENERAL FUND	ICE AND SNOW REMOVAL	1,252.17
				TOTAL:	1,252.17
HACH COMPANY	6/06/14	FILTERS-COLIFORM TESTING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	375.72
	6/06/14	PH PROBE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	422.63
	6/06/14	COLIFORM TESTING	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	719.50
	6/06/14	PETRI DISH W/PAD	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	549.50
				TOTAL:	2,067.35
HAFFIELD DWAYNE	6/06/14	REIMBURSE PE LICENSE	GENERAL FUND	ENGINEERING ADMIN	134.50
				TOTAL:	134.50
HAGEN BEVERAGE DISTRIBUTING INC	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	8,480.50
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	1,809.10
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	154.50
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	11,278.20
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	45.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	7,185.95
	6/06/14	HAND PUMP	LIQUOR	O-GEN MISC	100.00
				TOTAL:	28,744.25
HD SUPPLY WATERWORKS	6/06/14	ZINC PROTECTO CAPS	IMPROVEMENT CONST	OKABENA ST WATER MAIN	469.56
	6/06/14	ZINC PROTECTO CAPS	WATER	M-TRANS MAINS	221.88
	6/06/14	ZINC PROTECTO CAPS	WATER	PROJECT #5	1,269.36
	6/06/14	ZINC PROTECTO CAPS	WATER	PROJECT #5	1,393.20
				TOTAL:	3,354.00
IDE@S	6/06/14	PRINTER CABLES	DATA PROCESSING	DATA PROCESSING	15.96
				TOTAL:	15.96
INFRASTRUCTURE RESOURCES LLC	6/06/14	UTILITY LOCATING WEBINAR S	ELECTRIC	O-DISTR SUPER & ENG	375.00
				TOTAL:	375.00
JACKS UNIFORMS & EQUIPMENT	6/06/14	SHOULDER PATCHES-UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	570.99
				TOTAL:	570.99
JOHNSON BROTHERS LIQUOR CO	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,421.91
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,475.95
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	72.00
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	596.95
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	72.65
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	108.79
				TOTAL:	8,748.25
JOSWIAK JOE	6/06/14	REIMBURSE SNIPERCRAFT SCHO	GENERAL FUND	POLICE ADMINISTRATION	61.91
	6/06/14	REIMBURSE SNIPERCRAFT SCHO	GENERAL FUND	POLICE ADMINISTRATION	195.00
	6/06/14	REIMBURSE SNIPERCRAFT SCHO	GENERAL FUND	POLICE ADMINISTRATION	47.45
				TOTAL:	304.36
KM GRAPHICS	6/06/14	BANNER, EMBROIDERED SHIRT	GENERAL FUND	CENTER FOR ACTIVE LIVI	88.40
				TOTAL:	88.40
LAMPERTS YARDS INC-2602004	6/06/14	GUTTER PARTS FOR CLUBHOUSE	RECREATION	GOLF COURSE-CLUBHOUSE	57.70
	6/06/14	MASON CHISEL	RECREATION	PARK AREAS	13.79
	6/06/14	CEMENT	ELECTRIC	M-DISTR UNDERGRND LINE	264.50
	6/06/14	AIRPORT RAILING	AIRPORT	O-GEN MISC	1.49
	6/06/14	AIRPORT-HINGE	AIRPORT	O-GEN MISC	3.58
	6/06/14	AIRPORT-HINGE	AIRPORT	O-GEN MISC	2.53
				TOTAL:	343.59
LARSON CRANE SERVICE INC	6/06/14	2013 SEWER/WATER RECON #8	WATER	NON-DEPARTMENTAL	4,083.60
	6/06/14	2013 SEWER/WATER RECON #8	WATER	PROJECT #3	81,672.00
	6/06/14	2013 SEWER/WATER RECON #8	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	385.28
	6/06/14	2013 SEWER/WATER RECON #8	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	1,702.59
	6/06/14	2013 SEWER/WATER RECON #8	MUNICIPAL WASTEWAT	PROJECT #16	7,705.50
				TOTAL:	86,611.21
LAW ENFORCEMENT LABOR SERVICES INC #27	6/06/14	UNION DUBS	GENERAL FUND	NON-DEPARTMENTAL	143.16
				TOTAL:	143.16
LINCOLN-PIPESTONE RURAL WATER SYSTEM	6/06/14	MAY 2014 WATER PURCHASES-E WATER		O-SOURCE MISC	27,119.19
	6/06/14	MAY 2014 WATER PURCHASES-W WATER		O-SOURCE MISC	43,878.78
				TOTAL:	70,997.97

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MAILFINANCE INC	6/06/14	QUARTERLY POSTAGE MACHINE	DATA PROCESSING	COPIER/FAX	489.69
				TOTAL:	489.69
MC LAUGHLIN & SCHULZ INC	6/06/14	ASPHALT-SOUTH SHORE BIKE B WATER		M-TRANS MAINS	379.44
				TOTAL:	379.44
MIESEN'S COLOR CENTER	6/06/14	FILTER CELL REHABILITATION	INDUSTRIAL WASTEWA	O-PURIFY MISC	7,756.41
				TOTAL:	7,756.41
MINNESOTA WEST	6/06/14	COMPUTER TRAINING-CAL PROG	GENERAL FUND	CENTER FOR ACTIVE LIVI	300.00
				TOTAL:	300.00
MISCELLANEOUS V APEL DENNIS	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
BAKKENE DOUGLAS	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
BEHREND'S ROD	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
BOUSEMA MARIE	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
BROCKBERG BILL	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
COOK NORMA	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	275.00
HERRERA FRANK OR	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
RODRIGUEZ ALEJANDRO	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
ROSLANSKY DAVE	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	25.00
SPIEGELHOFF JOHN	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	53.00
VAN EDE THERESA	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
VANLO MICHAEL	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	100.00
VON HOLDT VALERIE	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	35.00
VOSS LYLE	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
WOLTERSTORFF WILLIAM	6/06/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
				TOTAL:	953.00
MISSOURI RIVER ENERGY SERVICES	6/06/14	ANNUAL MEETING REGISTRATIO	ELECTRIC	ADMIN MISC	100.00
				TOTAL:	100.00
MN CHILD SUPPORT PAYMENT CTR	6/06/14	GARNISHMENT	WATER	NON-DEPARTMENTAL	294.46
				TOTAL:	294.46
MTI DISTRIBUTING INC	6/06/14	RETURN MODEMS	RECREATION	GOLF COURSE-GREEN	427.50
	6/06/14	SURGE PANEL-SATELITES	RECREATION	GOLF COURSE-GREEN	272.09
	6/06/14	FILTERS	RECREATION	GOLF COURSE-GREEN	74.44
	6/06/14	PUMP GASKETS	RECREATION	GOLF COURSE-GREEN	97.95
	6/06/14	PUMP, MOTOR, GASKETS -LMC	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	2,899.34
				TOTAL:	2,916.32
NALCO COMPANY	6/06/14	PHOSPHATE	WATER	O-PURIFY	4,892.55
				TOTAL:	4,892.55
NCL OF WISCONSIN INC	6/06/14	SAMPLE FILTERS, SUPPLIES,	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	284.29
	6/06/14	2 CASES BOD BOTTLES	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	527.70
				TOTAL:	811.99
NIENKERK CONSTRUCTION INC	6/06/14	PUMP GREASE PIT	MUNICIPAL WASTEWAT	O-PURIFY MISC	150.00
				TOTAL:	150.00
NOBLES COUNTY ATTORNEY	6/06/14	FORFEITURE-KEODOUANGDY	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	795.71
	6/06/14	ADMIN FORFEITURE-CHANTHARA	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	910.54
				TOTAL:	1,706.25

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NOBLES COUNTY AUDITOR/TREASURER	6/06/14	LONG DISTANCE ENDING 4/30/	GENERAL FUND	POLICE ADMINISTRATION	318.22
	6/06/14	MAY LEGAL	GENERAL FUND	PROSECUTION	11,690.25
				TOTAL:	12,008.47
NOBLES COUNTY HIGHWAY DEPT	6/06/14	APRIL FUEL	GENERAL FUND	ENGINEERING ADMIN	296.79
	6/06/14	APRIL FUEL	GENERAL FUND	ECONOMIC DEVELOPMENT	73.25
	6/06/14	APRIL FUEL	GENERAL FUND	POLICE ADMINISTRATION	5,403.96
	6/06/14	APRIL FUEL	GENERAL FUND	REGULATE LAWFUL GAMBLE	16.99
	6/06/14	APRIL FUEL	GENERAL FUND	ANIMAL CONTROL ENFORCE	204.57
	6/06/14	APRIL FUEL	GENERAL FUND	PAVED STREETS	1,944.07
	6/06/14	APRIL FUEL	GENERAL FUND	CODE ENFORCEMENT	156.39
	6/06/14	APRIL FUEL	RECREATION	GOLF COURSE-GREEN	958.92
	6/06/14	APRIL FUEL	RECREATION	PARK AREAS	448.93
	6/06/14	APRIL FUEL	RECREATION	TREE REMOVAL	280.35
	6/06/14	APRIL FUEL	RECREATION	TREE REMOVAL	291.29
	6/06/14	APRIL FUEL	WATER	O-PUMPING	415.76
	6/06/14	APRIL FUEL	WATER	M-TRANS MAINS	634.59
	6/06/14	APRIL FUEL	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	339.88
	6/06/14	APRIL FUEL	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	125.75
	6/06/14	APRIL FUEL	MUNICIPAL WASTEWAT	O-PURIFY MISC	224.43
	6/06/14	APRIL FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	380.79
	6/06/14	APRIL FUEL	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	479.20
	6/06/14	APRIL FUEL	ELECTRIC	O-DISTR UNDERGRND LINE	1,559.23
	6/06/14	APRIL FUEL	STORM WATER MANAGE	STREET CLEANING	1,933.01
				TOTAL:	16,168.15
NOBLES COUNTY IMPLEMENT	6/06/14	10W OIL FOR DIGESTER	MIXE MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	20.35
				TOTAL:	20.35
NOBLES COUNTY SHERIFF	6/06/14	PPCT/GAGE INSTRUCTOR RE-CE	GENERAL FUND	POLICE ADMINISTRATION	1,260.00
				TOTAL:	1,260.00
PAUSTIS & SONS	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	55.00-
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	63.00-
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,722.49
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.25-
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	27.50
				TOTAL:	2,630.74
PELLEGRINO FIRE EXTINGUISHER SALES	6/06/14	EXTINGUISHER CERTIFICATION	LIQUOR	O-GEN MISC	20.00
				TOTAL:	20.00
PEPSI COLA BOTTLING CO	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	124.00
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	83.95
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	32.90
				TOTAL:	240.85
PHILLIPS WINE & SPIRITS INC	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	1,318.99
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	204.65
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	331.95-
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	125.00-
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	16.27
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	4.80
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	4.80-
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.60-
				TOTAL:	1,081.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PRAIRIE VENTURES, LLP & THE STATE OF M	6/06/14	2014 1ST HALF TAX ABATEMEN	ECONOMIC DEV AUTHO	MISC INDUSTRIAL DEVELO	12,620.62
				TOTAL:	12,620.62
QUALITY AUTO BODY	6/06/14	CAR #30 REPAIR	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	2,287.74
				TOTAL:	2,287.74
RACOM CORP	6/06/14	MAINTENANCE CONTRACT	GENERAL FUND	POLICE ADMINISTRATION	426.00
	6/06/14	SERVICE SIREN BY HICKORY L	GENERAL FUND	CIVIL DEFENSE ADMIN	220.00
				TOTAL:	646.00
RUNNINGS SUPPLY INC-ACCT#9502440	6/06/14	GRASS SEED	ELECTRIC	M-DISTR UNDERGRND LINE	56.99
				TOTAL:	56.99
RUNNINGS SUPPLY INC-ACCT#9502485	6/06/14	PVC PIPE, COUPLINGS	GENERAL FUND	PAVED STREETS	4.28
	6/06/14	RIVETOOL	GENERAL FUND	PAVED STREETS	2.00
	6/06/14	HEX NUTS	GENERAL FUND	PAVED STREETS	5.08
	6/06/14	TRASH PICK UP GLOVES	GENERAL FUND	TRASH PICKUP	155.88
	6/06/14	LAMP, FLOOR MATS	RECREATION	GOLF COURSE-GREEN	26.94
	6/06/14	LIGHT BULBS FOR SHOP	RECREATION	GOLF COURSE-GREEN	58.41
	6/06/14	PUSH MOWER	RECREATION	GOLF COURSE-GREEN	181.70
	6/06/14	PTO ADAPTER LOCK PIN	RECREATION	GOLF COURSE-GREEN	5.98
	6/06/14	UTILITY KNIVES	RECREATION	GOLF COURSE-GREEN	14.97
	6/06/14	PVC GLOVES-RESTROOMS	RECREATION	PARK AREAS	5.99
	6/06/14	GRIP EXTENDER, NIFTY NABBE	RECREATION	PARK AREAS	42.98
	6/06/14	TROWEL, DIAMOND BLADE	RECREATION	PARK AREAS	39.47
	6/06/14	GLASS CLEANER-OLSON RESTRO	RECREATION	OLSON PARK CAMPGROUND	25.14
	6/06/14	MAILBOX-BAC	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	37.28
	6/06/14	WASP SPRAY AIRPORT	AIRPORT	O-GEN MISC	5.98
	6/06/14	AIRPORT SCREWS, ANGLED STE	AIRPORT	O-GEN MISC	34.78
				TOTAL:	646.86
SCHWALBACH ACE HARDWARE-5930	6/06/14	TRASH BAGS	GENERAL FUND	PAVED STREETS	7.49
	6/06/14	CLEANER	GENERAL FUND	PAVED STREETS	5.99
	6/06/14	PARTS	RECREATION	GOLF COURSE-GREEN	31.03
	6/06/14	GATE VALVE	RECREATION	GOLF COURSE-GREEN	26.99
	6/06/14	BATHROOM SIGNS CENTENNIAL	RECREATION	PARK AREAS	38.97
	6/06/14	MOPHEAD-OLSON RESTROOM	RECREATION	OLSON PARK CAMPGROUND	17.98
	6/06/14	KEY-OLSON CAMPGROUND	RECREATION	OLSON PARK CAMPGROUND	1.99
				TOTAL:	130.44
SHEEHAN MACK SALES/EQUIP INC	6/06/14	SERVICE UNIT 425	GENERAL FUND	PAVED STREETS	2,250.60
	6/06/14	SERVICE UNIT 425	GENERAL FUND	PAVED STREETS	677.74
				TOTAL:	2,928.34
SOUTHERN WINE & SPIRITS OF MINNESOTA	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,988.53
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	1,000.22
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,265.30
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	33.00
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	120.85
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	31.61
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.70
	6/06/14	FREIGHT	LIQUOR	O-GEN MISC	47.16
				TOTAL:	8,490.22
SOUTHWEST HEARING AID CENTER INC	6/06/14	POLICE EAR MOLD	GENERAL FUND	POLICE ADMINISTRATION	65.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	65.00
STREICHER'S INC	6/06/14	ERU TACTICAL SHIELD LIGHT	GENERAL FUND	POLICE ADMINISTRATION	700.00
				TOTAL:	700.00
STUART C IRBY CO	6/06/14	HIGH VOLTAGE BLANKET TESTI	ELECTRIC	O-DISTR MISC	83.36
	6/06/14	HIGH VOLTAGE CABLE	ELECTRIC	FA DISTR UNDRGRND COND	6,154.08
				TOTAL:	6,237.44
TRACTOR SUPPLY CREDIT PLAN	6/06/14	BACKPACK SPRAYER	GENERAL FUND	PAVED STREETS	59.99
				TOTAL:	59.99
TRI-STATE RENTAL CENTER	6/06/14	CAR TRAILER	RECREATION	GOLF COURSE-GREEN	55.00
	6/06/14	NITROGEN	ELECTRIC	M-DISTR UNDERGRND LINE	46.00
				TOTAL:	101.00
TURFWERKS	6/06/14	PTO SWITCH	RECREATION	GOLF COURSE-GREEN	71.60
				TOTAL:	71.60
VANTAGEPOINT TRANSFER AGENTS-457	6/06/14	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	351.42
				TOTAL:	351.42
VERIZON WIRELESS	6/06/14	WIRELESS PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	41.30
	6/06/14	WIRELESS PHONE SERVICE	GENERAL FUND	ADMINISTRATION	58.62
	6/06/14	WIRELESS PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	62.10
	6/06/14	WIRELESS PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	31.05
	6/06/14	DATA CARDS	GENERAL FUND	POLICE ADMINISTRATION	498.18
	6/06/14	DATA CARDS	GENERAL FUND	SECURITY CENTER	286.22
	6/06/14	WIRELESS PHONE SERVICE	GENERAL FUND	PAVED STREETS	67.10
	6/06/14	WIRELESS PHONE SERVICE	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	400.64
	6/06/14	WIRELESS PHONE SERVICE	RECREATION	PARK AREAS	36.05
	6/06/14	WIRELESS PHONE SERVICE	RECREATION	OLSON PARK CAMPGROUND	32.35
	6/06/14	WIRELESS PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	31.05
				TOTAL:	1,544.66
VINOCOPIA INC	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	2,773.00
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	112.00
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	387.00
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	775.00
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	45.00
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	2.50
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	12.00
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	15.00
				TOTAL:	4,121.50
MONTE WALKER	6/06/14	INSTALL DRU	ELECTRIC	FA DISTR METERS	99.06
				TOTAL:	99.06
WENDLAND SELLERS BROMELAND PA	6/06/14	LEGAL FEES	IMPROVEMENT CONST	TH 59 N IMPROVEMENTS	9,371.86
				TOTAL:	9,371.86
WENZEL ENGINEERING INC	6/06/14	K-MART BUILDING ASSESSMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	6,782.82
				TOTAL:	6,782.82
WESCO DISTRIBUTION INC	6/06/14	15KV SPLICING TAPE	ELECTRIC	M-DISTR UNDERGRND LINE	294.96
	6/06/14	GROUND SLEEVES-TRANSFORMER	ELECTRIC	FA DISTR UNDRGRND COND	7,203.38

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	7,498.34
WESTRUM LEAK DETECTION INC	6/06/14	2014 LEAK DETECTION SURVEY WATER		M-TRANS MAINS	3,100.00
				TOTAL:	3,100.00
WINE & CANVAS SIOUX FALLS	6/06/14	DEPOSIT-PROGRAMMING CLASS	GENERAL FUND	CENTER FOR ACTIVE LIVI	105.00
				TOTAL:	105.00
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,123.43
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	60.80
	6/06/14	WINE	LIQUOR	NON-DEPARTMENTAL	488.96
	6/06/14	BEER	LIQUOR	NON-DEPARTMENTAL	107.60
	6/06/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,305.17
	6/06/14	MIX	LIQUOR	NON-DEPARTMENTAL	40.90
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	59.13
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	9.90
	6/06/14	FREIGHT	LIQUOR	O-SOURCE MISC	78.86
				TOTAL:	11,274.75
WORTHINGTON EXCAVATING INC	6/06/14	BEACH SAND	RECREATION	SWIMMING BEACHES	686.00
	6/06/14	FIRE RINGS	RECREATION	PARK AREAS	48.00
				TOTAL:	734.00
WORTHINGTON PLUMBING & HEATING	6/06/14	REPAIR SINK LEAK	RECREATION	GOLF COURSE-CLUBHOUSE	76.03
				TOTAL:	76.03
WOW!	6/06/14	BAC-AUDIO/VISUAL	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	66.84
				TOTAL:	66.84
WYCOFF DANNY	6/06/14	REIMBURSE MMBA CONFERENCE	LIQUOR	O-GEN MISC	235.20
				TOTAL:	235.20
YMCA	6/06/14	CAL MANAGEMENT-PROGRAMMING	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,436.98
	6/06/14	CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,651.30
				TOTAL:	3,088.28
ZIMCO SUPPLY CO	6/06/14	FAIRWAY FERTILIZER	RECREATION	GOLF COURSE-GREEN	5,990.34
				TOTAL:	5,990.34

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====					
101		GENERAL FUND	61,692.88		
207		PD TASK FORCE	2,504.75		
229		RECREATION	12,993.12		
231		ECONOMIC DEV AUTHORITY	12,724.74		
401		IMPROVEMENT CONST	9,841.42		
601		WATER	161,270.80		
602		MUNICIPAL WASTEWATER	14,313.02		
604		ELECTRIC	27,816.41		
605		INDUSTRIAL WASTEWATER	7,756.41		
606		STORM WATER MANAGEMENT	1,933.01		
609		LIQUOR	94,536.98		
612		AIRPORT	450.96		
614		MEMORIAL AUDITORIUM	99.15		
702		DATA PROCESSING	505.65		
703		SAFETY PROMO/LOSS CTRL	5,187.08		
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GRAND TOTAL:			413,626.38		
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