



**City Council Agenda
April 5, 2021
5:30 pm in the City Council Chambers**

Due to the COVID-19 pandemic, some or all members of the Fergus Falls City Council, will participate in the April 5, 2021 council meeting via zoom or telephone rather than by being personally present at the regular meeting place at 112 W Washington Avenue.

Members of the public can monitor the council meeting by logging into zoom

<https://us02web.zoom.us/j/6667456876>

Meeting ID: 666 745 6876

Members of the public can also use the call in number of 312 626 6799

After the meeting has concluded, it can also be accessed through the city's You Tube channel

<https://www.youtube.com/channel/UCDF-uPf-xwIfdqZURg578DA>

Invocation – Pastor Jim Johnson, Calvary Free Lutheran Church
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
 - 1. Final cost hearing for PI 6074, 2020 sidewalk/driveway improvement projects
 - a. Resolution adopting final cost assessment for PI 6074
- E. Awarding of Bids
- F. Petitions and Communications
 - 1. Check presentation for 2021 Gate City Bank Neighborhood Impact Program
- G. Consent Agenda
 - 1. Motion approving the open and closed minutes from the March 15, 2021 City Council meeting and the March 31, 2021 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution authorizing the city to enter into the 2021 lifeguard services contract with the Fergus Falls YMCA
 - 4. Resolution approving an inter fund loan from the General Fund to the Park and Recreation (Golf Course) budget
 - 5. Resolution amending the tax increment fees within the 2021 fee schedule
 - 6. Resolution accepting a vacation petition for Highland Avenue and setting a public hearing date for April 19, 2021 at 5:30 pm
 - 7. Resolution authorizing the City Attorney and City Engineer to execute the necessary documents to acquire Parcel No. 71003500195007 (Pioneer Road) in the amount of \$30,000.00

8. Resolution accepting a joint resolution for immediate annexation of land in Aurdal Township owned by Otter Tail Power for the Hoot Lake Solar Project
9. Resolution initiating PI 6077, the 2021 sidewalk/driveway improvements and approving the 2021 sidewalk assessment rates
10. Resolution accepting the preliminary engineering report for CP 5955, the Whitford/Bancroft improvements and setting the preliminary project hearing for April 19, 2021
11. Resolution designating the Victor Lundeen Company Building, located at 126 W Lincoln Avenue and the Northern Pacific Depot, located at 423 S Cascade Street as locally designated historic landmarks and setting a public hearing for April 19, 2021
12. Resolution authorizing city staff and the City Attorney to negotiate a lease with United Prairie Foundation for city owned property on Western Avenue
13. Motion appointing Dalyce Leabo to the HRA board for a five year term
14. Resolution accepting a \$2,500 donation from the Inga M. Johnson Endowment Fund with West Central Initiative and approving the related 2021 budget adjustments to the General Fund donations and Parks and Recreation expenditures
15. Resolution setting the 2021 Tax Rebate Program public hearings

H. Ordinance and Resolutions

1. Resolution authorizing the purchase of a mobile performance stage from Stageline in the amount of \$138,265

I. Presentation of Claims \$826,236.15

J. Board, Committee and Department Reports

K. Reports from Staff and Administrative Officers

L. Old Business/Unfinished Business

M. New Business

N. Miscellaneous Announcements

April 14 7:00 am Committee of the Whole meeting
 April 19 5:30 pm City Council meeting

O. Adjournment

If you have special needs for accommodations, please call 332-5436 or TDD 1-800-627-3529 (Minnesota Relay Service).

The City of Fergus Falls holds an open forum session from 5:20-5:30 pm.
 Those wishing to participate in the open forum must register by noon the day of the City Council meeting in the City Administrator's office.



Council Action Recommendation

Page 1 of 2

Meeting Date:

City Council – April 5, 2020

Subject:

PI 6074 – 2020 Sidewalk Program Final Cost Hearing

Recommendation:

- Adopt the final assessments for PI 6074.

Background/Key Points:

This is a 100-percent petitioned program utilized by property owners at various locations in the City. Individual final assessment roles including the rates and terms were mailed to all participants. The final cost hearing notice was published in the Daily Journal prior to this April 5, 2021 final cost hearing pursuant to City Policy and MN Statue Chapter 429 requirements.

The City Council will then consider, and possibly adopt, the final assessments at the conclusion of this hearing.

Type of Project:

2020 sidewalk & driveway improvements as petitioned (100%) by property owners and City required work (pedestrian ramps, tree damage, curb & gutter, etc.)

Location:

Misc. areas throughout the City

Legal Description:

As noted on each 100% petition signed by the property owners for special assessments or on the individual work sheet for City work.

Hearing Date:

April 5, 2020

Interest Rate:

4.00%

Assessment:

Variable Years depending on assessment value

Due Date:

May 17th, 2021

Final Cost

\$55,430.70

Budgetary Impact:

The City budgets approximately \$30,000/year to cover its share of these sidewalk projects.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

PI 6074 - Final Cost Date Breakdown with Spreadsheet

PI 6074 - Final Individual Assessment Roles

City Council Meeting
March 15, 2021

The Fergus Falls City Council met for a regular meeting on Monday March 15, 2021 in the City Council Chambers at 5:30 pm. Rajan Zed led the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:31 pm and the following council members were in attendance: Hagberg, Kvamme, Rufer, Thompson, Arneson, Gustafson and Hicks. Fish was absent.

Approval of Agenda

A motion and second were made by Hicks and Rufer approving tonight's agenda with the addition of adding two items: a resolution setting a final cost hearing for PI 6074, the 2020 sidewalk/driveway improvements for April 5, 2021 (consent) and a resolution authorizing staff to obtain quotes for a mobile performance stage (resolutions). The motion carried.

Consent Agenda

The following items were approved under **Resolution #40-2021** by Rufer: Motion approving the minutes from the March 1, 2021 City Council meeting. Motion approving the following licenses: Minnesota Lawful Gambling Permit Minnesota Deer Hunters Association for raffle at VFW Post 612 on May 22, 2021; Mechanical Air Mechanical Inc. **Resolution #41-2021** authorizing the Fergus Falls Fire Department to accept a \$1,000 in store gift card from Home Depot for the purchase of fire prevention and fire station/response tools. **Resolution #42-2021** approving a 2021 budget adjustment carrying over part-time wages from 2020 to 2021 for library aide positions. **Resolution #43-2021** approving budget adjustments. **Resolution #44-2021** accepting a Quit Claim Deed from Rosendahl's to the City of Fergus Falls conveying Tract C (a stormwater pond) to the city for 200 Tower Road N. **Resolution #45-2021** accepting an ingress/egress easement from Rosendahl's to the City of Fergus Falls allowing the city access to Tract C across Tract A for 200 Tower Road N. **Resolution #46-2021** authorizing the Mayor and City Administrator to sign a Stormwater Pond easement of grounds (mow, weed and brush control) on owner of Tract A for 200 Tower Road N. **Resolution #47-2021** setting a final cost hearing for PI 6074, 2020 sidewalk and driveway improvements for April 5, 2021 at 5:30 pm in the City Council Chambers. The resolution was seconded by Thompson and was adopted.

Ordinance 11, Eighth Series, Solar Energy Systems

Ordinance 11, Eighth Series, Solar Energy Systems was adopted with a roll call vote.

Annexation of Buse Township

Otter Tail Power is planning a solar farm project which will encompass portions of Buse and Aurdal Townships. Otter Tail Power wishes to annex these properties into the city limits. The annexation of 280.99 acres, (zero population) in Buse Township was proposed at the township meeting last week. They have consented to the annexation for an exchange for 20 years of lost taxes in a current value lump sum of \$13,500.22. Otter Tail Power would reimburse the city for this expenditures. The annexed area includes road right of ways that the city will take over for road maintenance. If approved, the resolution will be filed with the Administrative Law Judge and the city will continue annexation efforts with Aurdal Township. Arneson offered **Resolution #48-2021** approving a joint resolution for the immediate annexation of land in Buse Township owned by Otter Tail Power for the Hoot Lake Solar Project, which was seconded by Thompson and was adopted.

Outstate Brewing Company

Outstate Brewing Company was adversely affected by the pandemic and requested they be allowed to make interest only payments on their Intermediary Relending Program loan until July 1, 2021. Business Development for Fergus Falls reviewed their request and recommended the city accept interest only payments as requested. Hicks offered **Resolution #49-2021** authorizing the city to allow interest only IRP loan payments for Outstate Brewing Company until July 1, 2021, which was seconded by Hagberg and was adopted.

Rail Spur Grant

Ben Carleton of Carleton Capital Investments LLC asked the city to provide a resolution of support for his Minnesota Rail Services grant application to construct a longer railroad spur. Mr. Carleton reviewed the project location off Weyrens Road and said once their scale is up and infrastructure complete, the spur will also benefit a number of other local businesses by offering transloading. Hicks offered **Resolution #50-2021** authorizing a MRSI grant application to fund a rail spur as requested by Carleton Companies, which was seconded by Gustafson and was adopted.

Mobile Performance Stage

The original downtown riverfront project included the construction of an amphitheater to be located behind City Hall. The amphitheater has been removed from the plans as the amount of state bonding funds the city received was less than anticipated and capacity of the amphitheater was deemed too small for the available space. After speaking to leaders in the arts community, the city is considering the purchase of a mobile performance stage that can be used in multiple settings by a number of groups. The stage would be able to be set up and taken down relatively quickly and would include the stage, lights and sound equipment. The projected budget is \$150,000 and a local trust would provide \$50,000 towards the purchase price. The remaining \$100,000 would be funded from liquor store proceeds and/or COVID relief funding as the stage could encourage social distancing and safe activities. Michael Burgaff, representing A Center for the Arts spoke in favor of the mobile performance stage and the economic impact the arts community provides for our town. They would utilize the stage for outdoor events and concerts downtown and on the RTC grounds. Other entities could also use the equipment and the rental fees would benefit the city. Thompson offered **Resolution #51-2021** directing staff to obtain quotes for the purchase of a mobile performance stage, which was seconded by Arneson and was adopted. Once the city has received these quotes, they would bring them to the council for their approval and a final funding plan.

Resolution of Accounts

Kvamme offered a resolution authorizing the payments and claims in the amount of \$2,457,875.69, which was seconded by Hagberg and was adopted.

Update: Airport Manager/FBO Hiring Process

Justin Arneson provided an update on the Airport Manager/FBO hiring process. Their working group has met once and plans to meet again next week. They had a good meeting that resulted in outlining a process to follow. They hope to come back to the council with a recommendation in May.

The meeting adjourned to a closed meeting at 6:01 pm as permitted by the attorney-client privilege to discuss an active or threatened litigation matter, per MN Stat Sec 13D.05. Subd 3(b).

Lynne Olson

Committee of the Whole Meeting
March 31, 2021

The Fergus Falls City Council met as a Committee of the Whole on March 31, 2021 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order and the following council members were in attendance: Thompson, Arneson, Gustafson, Fish, Hagberg and Kvamme. Hicks and Rufer were absent.

Heritage Preservation Commission

The city established the Heritage Preservation Commission in 1974 with the goal of safeguarding the heritage of the city. RC Drews and Chris Schuelke represented the commission in reviewing the nine priorities they have established for themselves this year. They wish to improve communication with the city and plan to annually designate two local historic landmarks. They would like to work with a historic consultant to create a historic downtown district and work on repairs to WPA stonework sites, the preservation of the George Wright statues and historic registration of the home located at 212 E Alcott Avenue. Another goal is the establishment of design criteria for new construction and development projects in the downtown area. The commission would also like to work on the restoration and improvement of the Broken Down Dam site. They requested the area be cleaned of garbage and graffiti and would like to install hand railings on the trail. They suggested a partnership with the city and Otter Tail Power to make this historic attraction safer, more accessible and attractive to visitors. The council acknowledged their support of the commission and their proposed work.

YMCA Lifeguard Services

Since 2008, the city and the YMCA have been partnering to provide lifeguard services at Pebble Lake Beach. The Y has again agreed to provide this service in 2021 for a cost of \$25,000 for the season, which would run June 13- August 21. A motion and second were made by Fish and Thompson recommending the council enter into the 2021 lifeguard services contract with the Fergus Falls YMCA and the motion carried.

Otter Tail Watershed Restoration and Protection Strategies

Ben Underhill of the East Otter Tail Soil and Water Conservation District shared a presentation about the Otter Tail River Watershed Restoration and Protection Strategies (WRAPS). The report focuses on the water quality in a single watershed and shows how it rates against state standards and it helps prioritize projects. Only 30 of the 1,300 lakes in the watershed as well as 13 of 231 streams have been deemed impaired. Most of the impairments were due to high phosphorus, E-coli and bacteria in the water. Coordination and prioritization is difficult due to the size of the watershed and water quality issues are linked to economic conditions as these issues affect property values. The water quality of Lake Alice is something that will need to be addressed in the near future. The next steps in the process are to provide public notice of the finished report, decide on the priorities and seek funding. The city was asked to have staff participate in their meetings.

Inter Fund Loan

The skidsteer used by the golf course is in need of repair, which exceeds its value. The golf course staff have identified a Bobcat "Toolcat" as an appropriate equipment replacement for the operation/maintenance of the golf course. The cost of the equipment is \$71,488.10 and they would like to amortize the cost over 6 years at 3% with one annual payment per year. A motion and second were made by Fish and Hagberg recommending the council approve an inter fund loan from the General Fund to the Pebble Lake Golf Course and the motion carried.

Historic Property Designations

The Heritage Preservation Commission and Planning Commission have each considered and recommended the council designate the Victor Lundeen Building located at 126 W Lincoln Avenue (built in 1919) and the Northern Pacific Depot, located at 423 S Cascade Street (built in 1921) for local designation. A motion and second were made by Thompson and Gustafson to recommend the council hold a public hearing on April 19, 2021 and adopt resolutions designating these two buildings as locally designated landmarks and the motion carried.

Fee Schedule Amendment

City staff have recommend two changes to the 2021 fee schedule: The \$1,500 Tax Increment Financing administrative fee should be increased to \$2,000 while the \$10,000 Tax Increment Plan escrow fee should be increased to \$15,000. The current fees being charged to the developer are not covering the city's costs. If the expenses are lower than the fees, the city would have the ability to reimburse the developer. A motion and second were made by Gustafson and Thompson to recommend the council amend the tax increment financing fees within the 2021 fee schedule and the motion carried.

Highland Avenue Vacation Request

The city received a vacation petition for the platted right of way on the North/South Highland Avenue Right of Way Highland Avenue from Main Street to North Terminus from Otter Tail Power, the owner of the platted Lots 10-23. This property has not yet been developed. A vacation request requires a public hearing and an ordinance would need to be enacted to make the request effective. A motion and second were made by Arneson and Hagberg to recommend the council accept the Highland Avenue vacation petition and to set a public hearing for April 19, 2021 and the motion carried.

Pioneer Road Land Acquisition

The city has been approached about potential development of privately held agricultural land adjacent to Pioneer Road. The city would be asked to extend Pioneer Road to the east and provide utilities for this new development. A 1.3 acre strip of land lies to the east terminus of the existing road and was identified as a need to facilitate future street and utility construction and drainage in this right of way. The city has contacted the owner of the property and they are willing to sell the property to the city for \$30,000 which staff believes is fair and reasonable. The right of way and stormwater area is essential for the future easterly extension of Pioneer Road. PIR funds would be the recommended funding source for the purchase. A motion and second were made by Arneson and Fish to recommend the council authorize the City Attorney and City Engineer to execute the necessary documents to acquire Parcel No. 71003500195007 in the amount of \$30,000 and the motion carried.

Aurdal Township

Aurdal Township has agreed to an orderly annexation for 79.06 acres with zero population. The land is owned by Otter Tail Power Company and they plan to build their solar farm on this property. The township is requesting a lump sum lost tax reimbursement of \$10,000, which Otter Tail Power would repay to the city. The city would also agree to assume responsibility for the repair and maintenance of Main Street from the city limits to Birchwood Estates Road and Broken Down Dam Road. The city would also agree to implement a solar farm ordinance for this area. Once the annexation is approved the council, the agreement would be sent to the state and would be expected to be official within 30 days after the submission. A motion and second were made by Fish and Arneson to

recommend the council adopt the joint resolution for immediate annexation of land in Aurdal Township owned by Otter Tail Power for the Hoot Lake Solar Project and the motion carried.

PI 6077: 2021 Sidewalk/Driveway Program

The city’s sidewalk/driveway program is enacted by 100% voluntary petition of the property owner. Each individual petition is provided the exact cost of the improvement by utilizing the assessment rates. The City Engineer shared the 2021 proposed rates and reasons for increases in some of the pricing. A motion and second were made by Gustafson and Hagberg to recommend the council initiate PI 6077, the 2021 sidewalk/driveway program and to approve the 2021 assessment rates and the motion carried.

CP 5955 Whitford/Bancroft Improvement Project

A Preliminary Engineering Report was developed for CP 5955, the Whitford/Bancroft improvement project as required under MN Statute Chapter 429 requirements. The project scope is Whitford: Channing to Alcott and Bancroft: Cascade to Whitford. The appraisers provided a special benefit appraisal report and feel the city should proceed to a preliminary project hearing, which has been proposed for April 19, 2021. The estimated project cost is \$578,000 and the funding sources are PIR Bonds (special assessment-active); PIR Bonds (city share-tax levy/state aid); City Sanitary Sewer Fund; City Water Fund; City Storm Sewer Fund. A final cost hearing would be held prior to project construction. A motion and second were made by Arneson and Gustafson to recommend the council accept the Preliminary Engineering Report for CP 5955 and to set the preliminary improvement project hearing date for April 19, 2021 and the motion carried.

United Prairie Request for Property

United Prairie Foundation has asked the city to provide land so they can establish a native prairie center in Fergus Falls. They presently have a site in Enderlin, ND where a private land owner donated a 30 year lease and unmetered water for their operations and they would like to acquire 1-10 acres of land for another site in Fergus Falls. The city has identified publicly owned land on Western Avenue that would work for their native prairie planting/retail site. The native prairie center would employ two full-time employees and up to 5 seasonal positions. A lease would be negotiated for the land and it has been requested United Prairie pay property taxes on the site and the council would discuss utility use on site. A motion and second were made by Fish and Thompson to recommend the council authorize staff and the City Attorney to negotiate a lease with United Prairie Foundation for city owned property on Western Avenue and the motion carried.

The meeting adjourned at 7:56 am

Lynne Olson

FOR COUNCIL MEETING—APRIL 5, 2021

APPROVALS ON ALL LICENSES ARE CONTINGENT UPON PAPERWORK BEING FILLED OUT CORRECTLY AND COMPLETELY, AND ALL INSURANCES AND BONDS BEING CURRENT.

Excavator

Barry Construction of Fergus Falls

Delzer Construction

Sidewalk/Paving

S & C Construction Co.



Council Action Recommendation

Page 1 of 1

Meeting Date: 3-31-21

Subject: Pebble Beach Lifeguards

Recommendation: Approve a contract with the Fergus Falls YMCA to provide lifeguard services at Pebble Beach for the 2021 season.

Background/Key Points: The Fergus YMCA has provided the lifeguard service at Pebble Beach since 2008 (with a break in 2020 due to C-19) and they have agreed to provide the service once again for the 2021 season. The beach will be open on June 13th and be open each day from 1:30-5:30 (weather permitting) until August 21st.

Budgetary Impact: The \$25,000 cost for this service will be the same as it was in 2019, and will be payable in 3 equal installments.

Originating Department: Public Works

Respectfully Submitted: Len Taylor (Parks and Rec. div.)

Attachments: 2021 agreement

LIFEGUARD SERVICES CONTRACT
AT PEBBLE BEACH

This contract is made and entered into by and between the City of Fergus Falls, Minnesota, hereinafter referred to as "City" and the Fergus Falls Area YMCA of Fergus Falls, Minnesota, hereinafter referred to as the "YMCA".

WHEREAS, it is appropriate that the following contract be entered into for the safety and convenience of the general public in the use and enjoyment of the Pebble Lake Beach located in the City of Fergus Falls, Minnesota and it is mutually agreed by and between the parties as follows:

- 1. Description of Premises:** The city for and in consideration of the agreements hereinafter stated, grants to the YMCA, for purposes stated herein, the right, privilege and duty to provide lifeguarding services to the City of Fergus Falls at Pebble Lake Beach, hereafter referred to as "beach".
- 2. Term:** The term of this contract will be a period commencing on June 12, 2021 through August 21, 2021.

The YMCA shall provide lifeguard services between the above dates from the hours of 1:30 pm until 5:30 pm. It being the intent of the parties that there shall be no days excluded from having lifeguard supervision at the above beach, however the parties agree that in the discretion of the YMCA Aquatic Director, the YMCA shall not provide lifeguarding services when weather, water level or any other unforeseen situation becomes a safety concern for the public utilizing the beach and the staff of the YMCA. If the YMCA in its discretion decides not to provide lifeguarding services based upon the above conditions, the YMCA shall have the obligation of providing adequate posting on the premises to ensure the public fully understands lifeguarding services would not be offered for that particular day. Any signage so placed by the YMCA shall also include a warning to the public that lifeguarding services are not being provided and that the public use of the beach is at their own risk.

- 3. Compensation:** In exchange for providing lifeguarding services, the YMCA shall be paid the total sum of \$25,000 payable in three monthly installments, with the first installment being due and payable on or before June 15, 2020, the second installment due and payable on or before July 15, 2020 and the final installment due and payable on or before August 15, 2020. This agreement supports the YMCA's Aquatics Department by driving investment into our lifeguard training and certification processes. Some of that investment actually comes back to the Community Education Department as the YMCA partners with Community Education to offer Lifeguard Certification classes.
- 4. Docks, Equipment, Maintenance and Telephone:** The city shall be responsible for maintaining, installing and removing any docks or any other equipment at the beach. The City of Fergus Falls shall also provide cleanup of the waterfront area to ensure there is no debris or other materials that may be harmful or cause harm to the public. The city will also maintain the restrooms and garbage on site. The city shall provide and equip the beach with standard rescue equipment. Said equipment shall be generally accepted as appropriate and necessary rescue equipment together with a working telephone in close proximity to the beach. The YMCA shall furnish a fully stocked first aid kit and lifeguard fanny packs complete with

rescue masks and additional first aid supplies. Lifeguard staff must carry a cell phone in the event of an emergency. The city shall furnish a charged AED and megaphone.

5. **Right to Terminate:** The YMCA agrees that the city shall retain the right to permanently close the beach if the city determines lifeguarding services are being provided by the YMCA are inadequate or, if because of natural disasters, high water or for other unknown reasons, it becomes necessary to close the beach on either a temporary or permanent basis. In the event the city chooses to close the beach on a permanent basis for the year, the city shall notify the YMCA, in writing, to close the beach and cancel the contract. In that event, all payments due under the terms of this contract shall be pro-rated and paid directly to the YMCA up until the date of the Notice of Termination. Any remaining portion of payments under the terms of this contract shall not require to be paid by the city to the YMCA.
6. **Insurance:** The YMCA shall provide and maintain in force throughout the term of this contract, the following insurance:
 - a. General liability insurance which shall not be in an amount not less than \$1,000,000 per occurrence for bodily injury and property damage combined.
 - b. Worker's Compensation insurance in an amount and form to meet all applicable requirements of the labor code of the State of Minnesota.

In the event of destruction, loss or damage by fire or other casualty of any of the city owned buildings, improvements or fixtures located at the beach and the city determines it to be essential to the continued operation of this contract and which cannot be repaired reasonably within fifteen (15) days, the city, may at its option, terminate this contract. A decision by the city to terminate this contract shall be communicated in writing to the YMCA as soon as practical. If the contract is so terminated, the payments to the YMCA shall be in amounts as set forth above.

Each policy of liability insurance shall contain additional named insured endorsements in the name of the City of Fergus Falls.

7. **Indemnification:** The YMCA agrees to defend and indemnify the city for all claims arising out of any act or omission of the YMCA or any other entity acting on the YMCA's behalf. The city agrees to defend and indemnify the YMCA for any claims arising out of any act or omission of the city or any employee acting on the city's behalf as it relates to the terms of this contract and lifeguarding services being provided to the city.

The YMCA agrees to further follow all state laws or rules regarding lifeguards, licensing of lifeguards and agrees lifeguards will have current certification.

8. **Minimum Hours and Lifeguards Provided:** The YMCA agrees that it shall have the duties and responsibilities to provide lifeguards during the hours of service identified above unless the beach is closed for reasons identified above. Further, the YMCA agrees that it shall maintain a minimum of 2 lifeguards on duty at the premises, during the hours of service identified above. Further, the YMCA agrees that it shall maintain a minimum of 2 lifeguards on duty at the premises providing lifeguarding services during the term of this contract

The lifeguards will minimally clean the beach area for a period of up to 30 minutes per day. The lifeguards will also monitor and support restroom cleanliness.

The YMCA shall comply with all applicable laws, rules, regulations and orders existing during the terms of this contract.

- 9. Non-Assignability, Modification of Contract:** Notwithstanding any of the provisions of this contract, the parties agree that they will not assign, nor modify this contract unless said modifications or assignment is expressly agree, in writing between the parties.

Dated this _____ day of _____, 2021

CITY OF FERGUS FALLS by

Mayor

City Administrator

FERGUS FALLS YMCA by

Authorized Representative



Council Action Recommendation

Page 1 of 1

Meeting Date: 3-31-21

Subject: Inter-fund loan

Recommendation: Authorize a loan from the Equipment fund to the Park and Rec. (Golf Course) budget in the General fund.

Background/Key Points: The skidsteer that has been in use at the golf course is in need of repair, the cost of which exceeds its value. The course superintendent has identified a Bobcat "Toolcat" as a piece of equipment that would take the place of the skidsteer and with various attachments, be a more valuable/versatile piece of equipment for use in the operation/maintenance of the golf course.

Budgetary Impact: The cost of the "Toolcat" is \$71,488.10 and will be amortized over 6 years at 3% interest with one annual payment each year.

Originating Department: Public Works

Respectfully Submitted: Len Taylor

Attachments: Quote from Swanston Equipment, amortization schedule



Bobcat

Product Quotation

Quotation Number: HMM-25930v1

Date: 2021-03-19 11:38:56

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
PEBBLE LAKE GOLF COURSE FERGUS FALLS, MN 56537	Bobcat of Otter Tail County, Fergus Falls, MN 3327 East Fir Avenue Fergus Falls MN 56537 Phone: 218-739-4505 Fax: 218-739-4505	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855.608.0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Bobcat 5600	M1221	1	\$42,723.20	\$42,723.20
Adjustable Vinyl Seats				
All-Wheel Steer				
Automatically Activated Glow Plugs				
Auxiliary Hydraulics				
<ul style="list-style-type: none"> Variable Flow with dual direction detent 				
Beverage Holders				
Bob-Tach				
Boom Float				
Cargo Box Support				
Cruise Control				
Deluxe Operator Canopy includes:				
<ul style="list-style-type: none"> Front Window, Rear Window , Front Wipers, and Electrical Power Port 				
Lower Engine Guard				
Limited Slip Transaxle				
Engine and Hydraulic Monitor with Shutdown				
Front Work Lights				
Full-time Four-Wheel Drive				
Horsepower Management				
<ul style="list-style-type: none"> Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I 				
Dome Light				
Deluxe Road Package	M1221-P01-C01	1	\$1,857.60	\$1,857.60
Backup Alarm				
Turn Signals				
Flashers				
Tail Lights				
Brake Lights				
Rear View Mirror				
Cab Enclosure with Heater & Air Conditioning	M1221-R02-C03	1	\$3,891.20	\$3,891.20
High Flow Package	M1221-R03-C02	1	\$1,388.80	\$1,388.80
29 X 12.5 Turf Tires	M1221-R05-C05	1	\$628.80	\$628.80
Keyless Ignition	M1221-R06-C02	1	\$268.80	\$268.80
Heavy Duty Battery	M1221-R07-C02	1	\$77.60	\$77.60
Attachment Control	M1221-R08-C02	1	\$188.80	\$188.80
Power Bob-Tach	M1221-R12-C02	1	\$879.20	\$879.20
Radio Option	M1221-R15-C02	1	\$426.40	\$426.40
Traction Control	M1221-R16-C02	1	\$436.00	\$436.00
Engine Block Heater	M1221-A01-C02	1	\$104.00	\$104.00
Hydraulic Dump Box				
Instrumentation:				
<ul style="list-style-type: none"> Hour meter, Job Hours, Speedometer, Tachometer, Fuel Gauge, Engine Temperature Gauge, and Warning Lights 				
Joystick, Manually Controlled with Lift Arm Float				
Lift Arm Support				
Parking Brake, automatic				
Power Steering with Tilt Steering Wheel				
Radiator Screen				
Rear Receiver Hitch				
Seat Belts, Shoulder Harness				
Spark Arrestor Muffler				
Suspension, 4-wheel independent				
Tires: 27 x 10.5-15 (8 ply), Lug Tread				
Toolcat Interlock Control System (TICS)				
Two-Speed Transmission				
Machine Warranty: 12 Months, unlimited hours				
Bobcat Engine Warranty: Additional 12 Months or total of 2000 hours after initial 12 month warranty				
Side Mirrors				
Horn				
Lower Engine Guard				
Rear Work Lights				
Headlights				

Interior Trim	M1221-A01-C05	1	\$164.00	\$164.00
68" Heavy Duty Bucket	7272679	1	\$786.60	\$786.60
--- Bolt-On Cutting Edge, 68"	6718006	1	\$228.00	\$228.00
SB200 Snowblower - 72" Width	M7003	1	\$3,798.48	\$3,798.48
--- 9.6 Hyd Motor Package (25 - 31 gpm)	M7003-R01-C04	1	\$955.32	\$955.32
Soil Conditioner, 72-in. Hydraulic Angle and Depth for High Flow machines	7135944	1	\$7,359.84	\$7,359.84
--- Attachment Control, 7 Pin (5600 D-Series, 5610)	7133350	1	\$365.33	\$365.33

Total of Items Quoted	\$66,527.97
Dealer Assembly Charges	\$50.00
Quote Total - US dollars	\$66,577.97
Tax Rate: 7.375%	\$4,910.13
Quote Total	\$71,488.10

Notes:

**Prices per the Minnesota Contract# - E-110(5)*
**Must be a Coop Member to purchase off contract*
**Terms Net 60 Days. Credit cards accepted.*
**FOB Destination within the 48 Contiguous States.*
**Delivery: 60 to 90 days from ARO.*
**State Sales Taxes apply. Tax Exempt Certificate required with all purchases*
**TID# 38-0425350*
****ORDERS MUST BE PLACED WITH: Clark Equipment Company dba Bobcat Company, Govt Sales,
250 E. Beaton Drive, West Fargo, ND 58078.***

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____



3/25/21

AMORTIZATION SCHEDULE

GOLF COURSE - TOOL CAT

ANNUAL INTEREST RATE 3.0000 % PERIODS/YEAR 1 RATE/PERIOD 3.0000000 %
NUMBER OF PERIODS 6.00
PRINCIPAL AMOUNT 71,488.10
PERIODIC PAYMENT 13,196.53

PERIOD	PRINCIPAL	INTEREST	PRINCIPAL BALANCE	CUMULATIVE PRINCIPAL	CUMULATIVE INTEREST	TOTAL PAID
1	11051.89	2144.64	60,436.21	11,051.89	2,144.64	13,196.53
2	11383.44	1813.09	49,052.77	22,435.33	3,957.73	26,393.06
3	11724.95	1471.58	37,327.82	34,160.28	5,429.31	39,589.59
4	12076.70	1119.83	25,251.12	46,236.98	6,549.14	52,786.12
5	12438.99	757.54	12,812.13	58,675.97	7,306.68	65,982.65
6	12812.13	384.36	0.00	71,488.10	7,691.04	79,179.14

FINAL PAYMENT IS \$13,196.49



Council Action Recommendation

Page 1 of 1

Meeting Date: March 31, 2021

Subject: 2021 Fee Schedule Adjustment – Tax Increment Financing

Recommendation: Please adjust the Tax Increment Financing (TIF) fees as follows:

	<u>Current</u>	<u>Proposed</u>
TIF Administration Fee	\$ 1,500	\$ 2,000
TIF Plan Escrow	10,000	15,000

Background/Key Points:

The City charges an administration fee to a proposed developer requesting tax increment financing. The fee helps compensate for the time City staff spends researching the potential district. The City also receives escrow funds for funding all costs associated with establishing a TIF District (TIF Consultant, Legal Fees, and Publishing etc.)

The City has been experiencing higher costs when establishing TIF Districts and has been requesting additional funds from developers.

I am recommending the City Council approve an increase to the fee and escrow amounts to more accurately reflect the costs of TIF District establishment.

Budgetary Impact: The requested changes are necessary to compensate the City for costs associated with establishing TIF districts.

Originating Department: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:

Page 4 from the 2021 Fee Schedule

PLANNING AND ZONING

ADULT USE PERMITS

Adult Use Accessory License	\$100.00
Adult Use Primary License	\$500.00
Adult Use Investigation Fee	\$400.00

ANNEXATION

Annexation Petition	\$500.00
---------------------	----------

CONDITIONAL USE PERMITS

Residential	\$350.00
Commercial	\$650.00
Planned Unit of Development (PUD)	\$350.00
After the Fact Conditional Use Permit	\$750.00
Interim Use Permit	\$200.00
Home Occupation Permit	\$ 50.00

PLAT

Preliminary or Final - Residential	\$500.00 plus \$30.00 per lot
Preliminary or Final - Commercial	\$600.00 plus \$50.00 per lot

TAX INCREMENT AND ABATEMENT

Tax Increment Financing	\$1,500.00 \$2,000 plus \$10,000 \$15,000 escrow
Tax Abatement	\$1,500.00 plus \$7,500 escrow

VARIANCE

Residential	\$350.00
Commercial	\$650.00

ZONING LETTER

\$50.00

OTHER

Revolving Loan Funds	1-2% of loan amount
Rezoning	\$500.00
Right of Way/Vacation	\$500.00

LAND ALTERATION

Land Alteration	\$50.00
Shoreline Alteration	\$20.00
Solar Power Systems	
Fee based off the building permit fee schedule	
Towers/Antenna Fee	
Fee based off the building permit fee schedule	
Change-outs and Alterations	\$15.00
Wind Energy Conversion System (WECS)	
Fee based off the building permit fee schedule	
Inspection when no city permit is issued (after the fact) (Minimum 1/2 hour)	\$65.00 per hour



Council Action Recommendation

Page 1 of 2

Meeting Date:

March 31, 2021 – Committee of the Whole
April 5, 2021 – City Council

Subject:

Vacation Petition – North/South Highland Avenue R/W Highland Avenue from Main Street to North Terminus

Recommendation:

- Accept the Highland Avenue Vacation petition
- Set the Public Hearing date for April 19, 2021 City Council meeting

Background/Key Points:

City staff has received a “Vacation” petition for the above referenced platted right of way. Please refer to the attached petition and exhibit for additional information.

The original Guttenberg Addition plat is believed to be recorded in 1881. The owner of platted Lots 10 thru 23 is requesting the vacation of Highland Avenue. Highland Avenue is dedicated R/W located between Lots 10 - 13 and Lots 14 - 23. To date, this specific area has not been developed. If acceptable, the procedural steps moving forward are:

- A Public Hearing on the vacation is requested for scheduled for the April 19, 2021 City Council meeting (5:30 p.m.).
- A Notice of the Hearing will be mailed to all owners of property adjacent to Highland Avenue and the local Public Utility Companies.
- After receiving comments at the Public Hearing, the City Council will decide whether or not to proceed with the “Vacation”.
- If approved, City staff will prepare the necessary “Ordinance” for introduction and first reading at a City Council meeting.
- A second reading is required at a separate City Council meeting before the City Council votes on the “Vacation” Ordinance.
- If approved by the vote, the “Vacation” Ordinance must then be published in the local newspaper. Fifteen days after the date of “Publication” the “Vacation Ordinance” becomes effective.
- The City then has the “Vacation Ordinance” recorded in the County’s property records.

Budgetary Impact:

The vacation process and publications is funded by the \$500.00 application fee that has been received.

Originating Department:

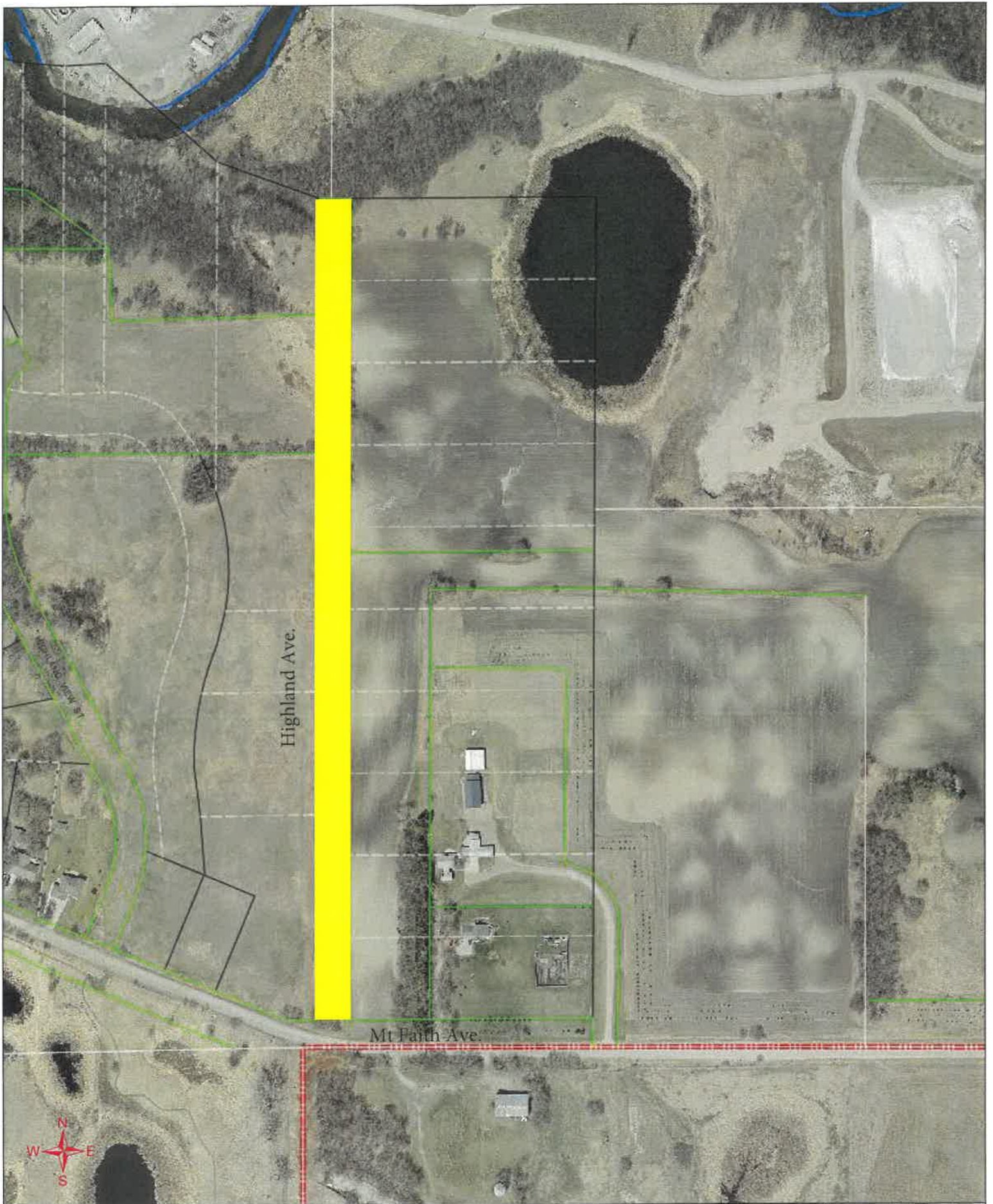
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Vacation Petition – North/South Highland Avenue R/W Guttenberg Addition



Vacation Highland Ave.
Mt. Faith Ave. to NorthTerminous

This map has been compiled from information on file at the City of Fergus Falls Engineering Department. The City of Fergus Falls makes no representation and assumes no liability for errors, omissions, or inaccuracies contained on this map. This map should not be used for boundary survey information.

STATE OF MINNESOTA

COUNTY OF OTTER TAIL

JoAnn M. Thompson (Petitioner), being first
duly sworn on oath says that he or she is one of the petitioners who
signed the foregoing petition and that he or she circulated the petition
and personally states that the signatures on this petition, which appear
on page one, were made in his or her presence and that he or she
personally knows that each who signed the petition is, in fact, a petitioner
and that person signing the same was shown the petition and given an
opportunity to read the contents thereof, and that affiant has read the
foregoing petition and knows the contents thereof, and that the same
is true of his own knowledge except as to matters therein stated on
information and belief and as to those matters, he believes it to be true.

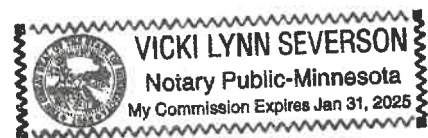
JoAnn M. Thompson (Petitioner Signature)

Subscribed and sworn to before me

this 18th day of March, 2021

Vicki Lynn Severson (Notary Signature)

My commission expires Jan. 31, 2021



PETITION FOR VACATION OF PUBLIC GROUNDS OR STREETS

The UNDERSIGNED, being a majority of the owners of property abutting on the proposed vacation of public grounds or streets as described below and shown on the attached plat, and whose names, residences, and descriptions of the real estate are respectively as follows:

PETITIONER/PETITIONERS MUST INCLUDE \$500.00 PAYMENT ALONG WITH PETITION TO COVER COSTS INCURRED BY THE CITY.

NAME	RESIDENCE, STREET NO.	CITY
=====	=====	=====
Otter Tail Power Company	215 S Cascade St.	Fergus Falls

DO HEREBY PETITION the Council of the City of Fergus Falls, Minnesota, to vacate:

The platted North-South Highland Ave. Right of Way GUTTENBERG ADDITION to the City of Fergus Falls From Mt Faith Ave to North Terminus .

FOR THE FOLLOWING REASONS:
 Said R/W is not needed for public use.

Property abutting said requested vacation is as follows:

Registered Owner	Part Lot	Lot	Blk.	Frontages
Otter Tail Corporation	GUTTENBERG ADDITION	10 thru 23		



2021 Parcel Report

Parcel Number: 71002990610904

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 10506
OWNER ADDRESS: 215 CASCADE ST S
FERGUS FALLS MN 56537 2897

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS:
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 0
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 GUTTENBERG N 59.9' OF LOT 19
& ALL LOTS 20-21-22-23

TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002990610003

General Information

OWNER NAME: OTTER TAIL CORPORATION
TAXPAYER ID: 137737
OWNER ADDRESS: PO BOX 496
FERGUS FALLS MN 56538 0496

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS:
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 6.1
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 GUTTENBERG 6.10 AC W 200'
OF LOTS 14 THRU 18 & LOT 19 EX TRS

TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002990603000

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 152271
OWNER ADDRESS: 216 CASCADE ST S
FERGUS FALLS MN 56537 2802

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS:
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 7.72
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 GUTTENBERG 7.72 AC EX TR TO
BISHOP LOT 9 & 10 & LOTS 11, 12 & 13 EX PT PLATTED

TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002990602000

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 152271
OWNER ADDRESS: 216 CASCADE ST S
FERGUS FALLS MN 56537 2802

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS:
PHYSICAL (E911) ADDRESS (ALTS):

DEEDED ACRES: 6.98
SECTION/TOWNSHIP/RANGE: 36 133 043

LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 GUTTENBERG 6.98 AC PT LOTS
1 THRU 10 & RES 1: BEG 394' N OF SE COR LOT 10 W 1267',
NLY 35.4', E 229' N 465.8' E 523' S 176.3' E 535.5' S 339' W 28'
TO BG EX PT PLATTED

TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020

PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002990602901

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 10506
OWNER ADDRESS: 215 CASCADE ST S
FERGUS FALLS MN 56537 2897

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS:
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 0
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 GUTTENBERG NLY PT OF LOTS
1 THRU 10

TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002500126000

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 10506
OWNER ADDRESS: 215 CASCADE ST S
FERGUS FALLS MN 56537 2897

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS: 1012 WATER PLANT RD
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 41.63
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 41.63 AC STATE SUB LOTS 1 & 3
EX TRS, ALL OF 4 & 6 & SUB LOT 7 EX TRS & MILL
RESERVE 2, GL 8 EX PLATTED (HOOT LAKE PLANT) & EX
TR
TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:



2021 Parcel Report

Parcel Number: 71002500140000

General Information

OWNER NAME: OTTER TAIL POWER CO
TAXPAYER ID: 10506
OWNER ADDRESS: 215 CASCADE ST S
FERGUS FALLS MN 56537 2897

ALTERNATE TAXPAYER NAME:
ALTERNATE TAXPAYER ADDRESS:
PHYSICAL (E911) ADDRESS: 2705 MAIN ST
PHYSICAL (E911) ADDRESS (ALTS):
DEEDED ACRES: 132.78
SECTION/TOWNSHIP/RANGE: 36 133 043
LEGAL DESCRIPTION: Sect-36 Twp-133 Range-043 132.78 AC GL 1-2 EX RR & GL 9-10 EX PLATTED & EX TRS & 100' ABANDONDED RR BOUNDED ON E BY E LN OF SE1/4 NE1/4 & ON W BY LN 968.5' WLY OF E LN SEC 36 EX TR
TOWNSHIP/CITY: FERGUS FALLS CITY
SCHOOL DISTRICT: FERGUS FALLS ISD 544

Tax Information

TAX YEAR: 2019/2020
PROPERTY CLASSIFICATION 1:
PROPERTY CLASSIFICATION 2:
PROPERTY CLASSIFICATION 3:
ESTIMATED LAND MARKET VALUE:
ESTIMATED BUILDING MARKET VALUE:
TOTAL ESTIMATED MARKET VALUE:
TOTAL LIMITED MARKET VALUE:
PROPERTY TAX:

CITY ADMINISTRATOR'S OFFICE
Fergus Falls, Minnesota 56537

Receipt # 220533

Receipt Date March 19, 2021

Received From OTTER TAIL POWER COMPANY

Amount \$500.00

Fund	Account	Description	Amount
101	34103 000	FILING FEE PETITION TO VACATE	500.00

City of Fergus Falls
Received By ROXANN



215 S. Cascade Street, Fergus Falls MN 56537

12-Mar-21

Check No: **895151**

Invoice	Date	Description	Discount	Net
11-MAR-2021	03/11/21	FILING FEE PETITION TO VACATE HIGHLAND AVE 101-34103-000	0.00	500.00
TOTALS:			\$0.00	\$500.00



Council Action Recommendation

Page 1 of 2

Meeting Date:

March 31, 2021 – Committee of the Whole

April 5, 2021 – City Council

Subject:

Pioneer Road Land Acquisition

Recommendation:

- Authorize the City Attorney and City Engineer to execute the necessary documents to acquire Parcel No. 71003500195007 in the amount of \$30,000.00

Background/Key Points:

Recently, City Staff was approached about the potential development of privately held agricultural land (R-A) located east of Village Cooperative of FF and the Stetson Village Apartment adjacent to Pioneer Road. During the discussion we identified the necessary steps, utilities, and City needs to extend Pioneer Road further east to serve the new development.

A 1.3 acre strip of land (Parcel No. 71003500195007) lying immediately east of the east terminus of the existing Pioneer Road was identified as a need to facilitate future street and utility construction and drainage by providing sufficient R/W. This property contains the north ½ of the future right-of-way needed. Currently, the existing R/W is insufficient in width in this vicinity.

City staff contacted Midwest Regional Development (owners) about acquiring this 1.3 acre strip of land. They are willing to sell the entire 1.3 acre parcel to the City for \$30,000 (\$23,075/acre). For comparative purposes, the land located to the southeast of this property was purchased by ISD 544 in 2019 for \$20,000/acre. The land located immediately to the east of this property was listed at \$25,000/acre but recently reduced to \$18,750/acre. Additionally, the City has found it necessary to pay higher rates for other isolated R/W purchases in the past as part of the ongoing public planning process for the City. City staff believes this amount is fair and reasonable and that the City should proceed with the acquisition process.

Regardless if the said development occurs at this time, future R/W and stormwater management property is essential for the easterly extension of Pioneer Road along with its associated City utilities.

Budgetary Impact:

The Finance Department recommends we use the existing PIR Fund accumulation as the funding source. It is intended that land purchase price and any survey boundary work that may be needed would be carried forward into a future construction project(s) that involve City street and utilities expansion in the immediate area and therefore it would be recoverable in that manner.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

Pioneer Road Exhibit



1 inch = 300 feet



Pioneer Rd. Aquisition

This map has been compiled from information on file at the City of Fergus Falls Engineering Department. The City of Fergus Falls makes no representation and assumes no liability for errors, omissions, or inaccuracies contained on this map. This map should not be used for boundary survey information.



Council Action Recommendation

Page 1 of 2

Meeting Date:

3/31/21 Committee of the Whole, 4/5/21 City Council

Subject:

Joint Annexation Resolution with Aurdal Township for the OTP Hoot Lake Solar Project

Recommendation:

Joint resolution for immediate annexation of land in Aurdal Township owned by OTP for the Hoot Lake Solar Project

Background/Key Points:

Otter Tail Power is proposing a 49.9 MW Solar Farm on land that they own on the east edge of the City. Some of this property is located within City limits and the remainder of the property is located within Buse and Aurdal Townships. Otter Tail Power has expressed a desire to work with the City of Fergus Falls and annex all of this property into City limits. As a result, the City has been discussing this annexation with both Buse and Aurdal Townships over the past month. The City is proposing a joint resolution for annexation with both townships. Annexation by joint resolution allows for the terms of the annexation to be agreed upon by both parties and can serve as a beneficial agreement to both jurisdictions. The City Council approved the agreement with Buse Township on March 15, 2021.

We have reached terms in a joint resolution that are acceptable to Aurdal Township and both parties are ready to proceed with the resolution and annexation.

The annexation area in Aurdal Township is 79.06 acres, with a population of 0. In exchange for the annexation, Aurdal Township is asking for lost tax reimbursement in a lump sum of \$10,000. Further, the City is agreeing to assume responsibility for repair and maintenance of Main Street from City limits to Birchwood Estates Road, as well as Broken Down Dam Rd. The existing maintenance agreement with Aurdal Township for this portion of the road will be terminated. The City also agrees to implement a Solar Farm Ordinance that applies to this area, which has already been done.

Again, Aurdal Township is agreeable to these terms and once the Council approves the agreement, we will get this sent to the State in short order. It's anticipated the Annexation will be official about 30 days after it's submitted.

Budgetary Impact:

Lump Sum \$10,000 to be reimbursed by Otter Tail Power, on-going road maintenance costs

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

City of Fergus Falls/Aurdal Township Joint Resolution

CITY OF FERGUS FALLS

Resolution No. _____

AURDAL TOWNSHIP

Resolution No.: _____

**JOINT RESOLUTION FOR DESIGNATION OF CERTAIN LAND AND THE
IMMEDIATE ANNEXATION OF ENTIRE DESIGNATED AREA.**

**IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN
THE CITY OF FERGUS FALLS AND AURDAL TOWNSHIP PURSUANT TO
MINNESOTA STATUTES § 414.0325**

WHEREAS, a petition from all of the property owners of the area proposed for designation and immediate annexation was received; and

WHEREAS, the notice requirements prescribed by Minnesota Statutes § 414.0325, subdivision 1b do not apply because this resolution provides for the immediate annexation of the designated property and all of the owners of the property have petitioned for the annexation; and

WHEREAS, the City of Fergus Falls and Aurdal Township jointly agree to designate and request the immediate annexation of the following described land located within Aurdal Township to the City of Fergus Falls, County of Otter Tail Minnesota;

See attached Exhibit A

and

WHEREAS, the City of Fergus Falls and Aurdal Township are in agreement as to the orderly annexation of the unincorporated land described in **Exhibit A** and as depicted in the map attached hereto as **Exhibit B**; and

WHEREAS, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Fergus Falls and Aurdal Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, the owners of the property in the area proposed for designated and immediate annexation have waived the electric utility service notice under Minnesota Statutes § 414.0325, subdivision 1a; and

WHEREAS, the City of Fergus Falls and Aurdal Township have agreed to all the terms and conditions for the annexation of the above-described lands; and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Fergus Falls and the Township Board of Aurdal Township as follows:

1. **(Property.)** That the following described land is subject to orderly annexation pursuant to Minnesota Statutes § 414.0325, and that the parties hereto designate the area for orderly annexation; and agree that the land be immediately annexed:

See attached Exhibit A

Upon its adoption by the City of Fergus Falls and Aurdal Township, the City of Fergus Falls shall file this resolution with the Chief Administrative Law Judge and pay the filing fee for processing and an order providing for the immediate annexation pursuant to its terms. The City of Fergus Falls shall be responsible, at its own expense, for providing any additional information that may be required to accomplish the annexation provided for herein. In the event that there are errors, omissions, or any other problems with the legal description, mapping, or tax reimbursement provided within the resolution and the attached Exhibits, the parties hereto agree to make such corrections and file any additional documentation, including a new Exhibit making the corrections requested or required by the Office of Administrative Hearings, Boundary Adjustments Unit, as may be necessary to make effective the annexation of said area in accordance with the terms of this resolution, without the necessity of re-adopting this resolution.

2. **(Acreage/Population/Usage.)** That the orderly annexation area consists of approximately 79.06 acres, the population in the area is 0, and the land use type is urban and agricultural.

3. **(Jurisdiction.)** That Aurdal Township and the City of Fergus Falls, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confer jurisdiction upon the Chief Administrative Law Judge so as to accomplish said orderly annexation in accordance with the terms of this resolution.

4. **(Roads).** The City of Fergus Falls agrees to assume responsibility for maintenance and repair of Aurdal Township's portion of Main Street/East Mount Faith Avenue from the City limits to Birchwood Estates Road, as well as Broken Down Dam Road. The Parties agree to amend, in writing, any existing road maintenance agreements that may apply to Aurdal Township's portion of Main Street/East Mount Faith Avenue from the City limits to Birchwood Estates Road and Broken Down Dam Road in order to give effect to this resolution.

5. **(Municipal Reimbursement).** Minnesota Statutes § 414.036.

a. Reimbursement to Towns for lost taxes on annexed property. The parties hereto agree to the following tax reimbursement payments in lieu of the multiple year payment provided for in Minnesota Statutes § 414.036.

i. The City of Fergus Falls agrees to reimburse and pay to Aurdal Township agreed upon lost taxes in the lump sum amount of \$10,000.00 within 30 days of the Chief Administrative Law Judge's order for annexation.

b. Assessments and Debt.

The parties hereto agree there are no outstanding special assessment or debt attributable to the property to be annexed by this resolution.

6. **(Review and Comment).** The City of Fergus Falls and Aurdal Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

7. **(Planning and Zoning).** The City of Fergus Falls's zoning and subdivision regulations shall apply to the orderly annexation area upon the effective date of the Chief Administrative Law Judge's order approving the annexation. Until such time as the annexation is effective, the orderly annexation area shall remain subject to the Aurdal Township ordinances and regulations. Additionally, the City of Fergus Falls agrees to implement a Solar Farm Ordinance that will apply to the orderly annexation area that includes setback, fencing, landscaping and screening requirements.

8. **(Responsibility for Costs and Fees).** The City of Fergus Falls and Aurdal Township shall be responsible for their own costs incurred in the negotiation, development and implementation of this resolution, but the City of Fergus Falls shall be responsible for any filing fees and other costs or fees associated with this filing of this joint resolution with the State of Minnesota. The City of Fergus Falls shall also be responsible for the Additional Reimbursement set forth above.

9. **(Binding Contract).** Pursuant to Minnesota Statutes § 414.0325, subdivision 6, this resolution is a binding contract upon the parties and is enforceable in district court in the county containing the property to be annexed.

10. **(Effective Date/Applicability).** This resolution is effective upon its adoption by the respective governing bodies of the City of Fergus Falls and Aurdal Township. The annexation of the orderly annexation area shall be effective upon the issuance of the order by the Chief Administrative Law Judge. This resolution is only meant to apply to the land described in the attached **Exhibit A** and not to any other property or area within Aurdal Township.

Adopted by affirmative vote of all the members of the Aurdal Township Board of Supervisors this ____ day of March 2021.

AURDAL TOWNSHIP

ATTEST:

By: _____
Chairperson
Board of Supervisor

By: _____
Township Clerk

Adopted by affirmative vote of the City Council of Fergus Falls this _____ day of April 2021.

CITY OF FERGUS FALLS

ATTEST:

By: _____
Mayor

By: _____
City Administrator

Approved this ____ day of _____ 2021

EXHIBIT A

Aurdal Township

Parcel Number 03000310231000 - The South half of the West Half of the Southwest Quarter. **Excepting therefrom the Easterly 35 feet of the Southwest Quarter of the Southwest Quarter**, all in Section 31, Township 133 North, Range 43 West, Otter Tail County, Minnesota.

Containing 39.54 Acres

Parcel Number 03000310231001 - South half of West half of Southwest Quarter, Section 31, Township 133 North, Range 43 West, Otter Tail County, Minnesota.

And South half of the West Half of Southwest Quarter, Section 31, Township 133 North, Range 43 West, Otter Tail County, Minnesota. **Except the part lying East of the following described line:** Commencing at the Southwest corner of Section 31; Thence South 89 degree 57 minutes 49 seconds East, (assumed bearing) along the South line of said Section 31, a distance of 1280.37 feet to a point, which now more accurately describes the line agreed upon by the boundary line agreement recorded in Book X, page 404, dated February 16, 1933, said point being the Point of Beginning of the line to be described; Thence North 00 degrees 47 minutes 14 seconds West, along a line which now more accurately describes the line agreed upon by the boundary line agreement recorded in Book X, page 404, dated February 16, 1933, a distance of 1318.78 feet to the North line of aforesaid Southwest Quarter of the Southwest Quarter and there terminating.

Containing 39.52 Acres

EXHIBIT B

Map of Land being Annexed

(attached hereto)

CITY OF FERGUS FALLS 2021 Aurdal Township Annexation



Parcel Number 03000310231001
Aurdal Township 39.52 Acres

Parcel Number 03000310231000
Aurdal Township 39.54 Acres

Aurdal Township = 79.06 Acres

Total Acres = 79.06

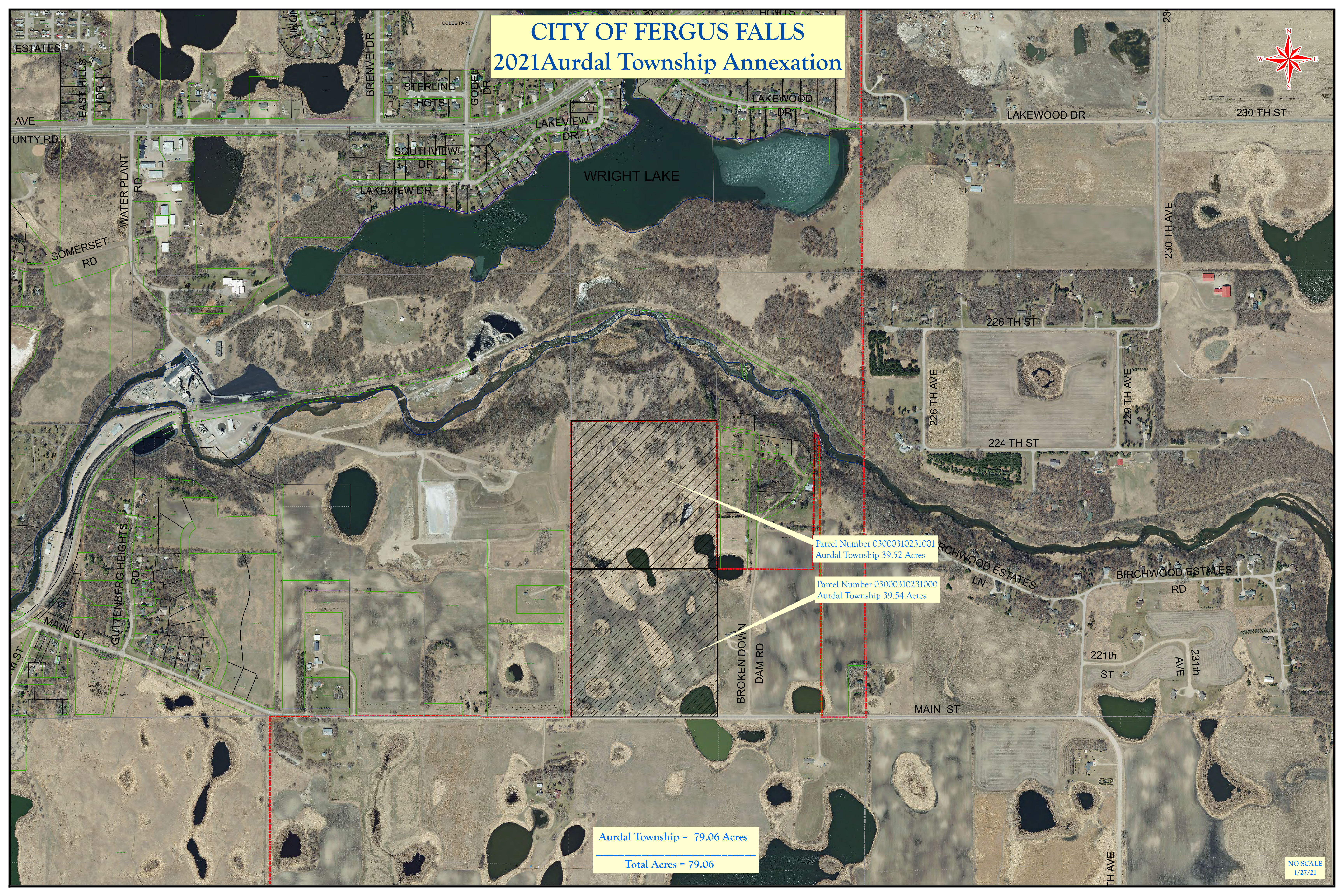
CITY OF FERGUS FALLS 2021 Aurdal Township Annexation



Parcel Number 03000310231001
Aurdal Township 39.52 Acres

Parcel Number 03000310231000
Aurdal Township 39.54 Acres

Aurdal Township = 79.06 Acres
Total Acres = 79.06





Council Action Recommendation

Meeting Date:

March 31, 2021 – Committee of the Whole
 April 5, 2021 – City Council

Subject:

PI 6077 – 2021 Sidewalk Program Rates

Recommendation:

- Initiate PI No. 6077 – 2021 Sidewalk and Driveway Program
- Approve the 2021 Sidewalk Assessment Rates

Background/Key Points:

Staff has reviewed the unit rates from the 2020 Sidewalk and Driveway program. Staff is recommending the following unit rate adjustments for 2021:

	Remove C & G	Remove Concrete	4" Concrete Walk (5 Feet Wide)	4" Concrete Walk (Irregular Width)	6" Concrete Walk/Drive
2020 Rate	\$17.00/L.F.	\$4.25/S.F.	\$20.00/L.F.	\$6.50/S.F.	\$7.50/S.F.
Prop. 2021 Rate	\$18.50/L.F.	\$5.50/S.F.	\$31.00/L.F.	\$6.90/S.F.	\$8.10/S.F.
Change	\$1.50	\$1.25	\$11.00	\$0.40	\$0.60

	Reinforcement	Curb & Gutter	Saw Bituminous	Saw Concrete
2020 Rate	\$1.75/S.F.	\$31.00/L.F.	\$15.00/L.F.	\$16.00/L.F.
Prop. 2021 Rate	\$1.75/S.F.	\$32.00/L.F.	\$15.00/L.F.	\$16.00/L.F.
Change	\$0.00	\$1.00	\$0.00	\$0.00

These rates will be applied to all concrete sidewalk and driveway work within the R/W, which is initiated by a 100-percent (voluntary) petition by the property owner in the 2021 construction season. Each individual petition is written to represent the exact cost of the improvement as agreed upon utilizing the assessment rates noted herein.

These rates were last revised in April, 2020.

Budgetary Impact:

The City budgets approximately \$30,000/year to cover its share of these sidewalk projects.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:



Council Action Recommendation

Page 1 of 2

Meeting Date:

March 31, 2021 – Committee of the Whole
April 5, 2021 – City Council

Subject:

City Project (CP) No. 5955 – 2021 Street and Utility Improvement Project for Whitford Street and Bancroft Avenue Area

Recommendation:

- Accept the Preliminary Engineering Feasibility Report for PI No. 5955
- Set the Preliminary Improvement Project Hearing date for **April 19, 2021**

Background/Key Points:

The Preliminary Engineering Feasibility Report is completed for the above referenced project. In general from an engineering standpoint, this project is feasible, cost effective, and necessary. Please refer to the attached report for detailed information.

A portion of this public improvement project is proposed to be special assessed per City Policy and MN Statue Chapter 429 requirements. The amount funded by special assessments consists of a portion of the street and sidewalks that abuts the benefitting property. Because of this, property appraisals were completed to assist this Council and staff with the decision making process by determining special benefit reasonableness of the proposed assessments to the individual benefitting properties.

Based on the special benefit appraisal report, prepared by Patchin Messner Dodd & Brumm Valuation Counselors from Burnsville, MN, they feel the City should proceed to the preliminary project hearing.

If acceptable, the next step is to schedule the **Preliminary Improvement Project Hearing for April 19, 2021 at 5:30 P.M. in these Council Chambers.** A legal publication along with individual notices will be sent to all subject properties.

Please note, a project schedule has been developed in attempts to start construction as early as possible. This schedule takes into account holding the Final Cost Hearing and lead time if an assessment appeal was filed in district court (minimum 40-day duration) prior to awarding any construction contract. In the event the no appeals are received within the 30-day appeal notice period, we would adjust the overall schedule accordingly and award bids (if favorable) to start construction as early as possible.

Budgetary Impact:

The total preliminary estimated project cost is \$578,000. Tentatively the funding sources are as:

- PIR Bonds (Special Assessment - Active)
- PIR Bonds (City Share – Tax Levy/ State Aid)
- City Sanitary Sewer Fund
- City Water Fund
- City Storm Sewer Fund

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

PI 5955 Preliminary Engineering Report



Preliminary Engineering Report

2021 Street & Utility Improvements Whitford Street and Bancroft Avenue Reconstruction Project City Project No. 5955

Prepared by:
City of Fergus Falls, Engineering Department

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

A handwritten signature in blue ink that reads "Brian Yavarow".

Brian P. Yavarow, P.E.
Registration No. 48363

March 2021
City Project No. 5955

2021 Street & Utility Improvements
City Project No. 5955
Feasibility Report
Fergus Falls, Minnesota

Background 1
Feasibility 1
Existing Conditions..... 1
Proposed Improvements 1
Right of Way 2
Cost Summary: 2
Assessments 3

List of Tables

- Table 1 – Opinion of Probable Costs
- Table 2 – Breakdown of Assessable Footage
- Table 3 – Estimated Assessments for Various Size Lots

List of Exhibits

- Exhibit 1 – Project Location
Map

Background

The City of Fergus Falls has requested the investigation of the sanitary sewer, water main, storm sewer and street improvements for the project area including Whitford Street from Alcott Avenue to Channing Avenue and Bancroft Avenue from Cascade Street to Whitford Street. This project area is hereafter referred to as City Project No. 5955 – 2021 Street and Utility Improvements. A map of the City and proposed project area is included in this report as Figure No. 1.

This report investigates the replacement of existing sanitary sewer, water main, storm sewer utilities and rehabilitation of deteriorated streets throughout the project area. The estimated costs and proposed assessments (if required) are presented to assist the City and affected property owners in deciding the feasibility of the project from an engineering standpoint.

Existing Conditions

City Project No. 5955 improvement area consists primarily of residential housing. The entire service area consists of approximately 3-blocks of urban section roadway with sanitary sewer, water main and storm sewer utilities

The existing sanitary sewer utilities consist of 8-inch vitrified clay pipe (VCP) installed in the early 1900's to 1950's. The existing sanitary sewer has been used well beyond its design life, as documented by the problems identified in the televising reports related to excessive roots which have migrated into the line, mineral deposits, broken sections of the line, sags and offset joints.

The existing water main utilities throughout the area have been in place since the 1930's. The existing water main pipe is primarily 4-inch diameter throughout the project. The current standard for public water main requires a minimum 6- inch diameter pipe. The existing water services consist of a range of copper, lead or iron materials.

The existing storm sewer system consists of 12-inch diameter RCP pipe installed around the 1950's. The storm sewer in the project feeds into a small storm water basin located in the northeast corner of Channing Park. As part of this project, the city would install a storm sewer outlet with a water level control structure to accommodate gravity overflow of storm water from this basin into the existing storm water sewer located in Channing Avenue. This would eliminate the existing need to temporarily pump water from this basin whenever the water level becomes too high.

The existing streets in the service area have deteriorated due to fatigue, are in poor condition and require reconstruction.

Proposed Improvements

The improvements proposed to City Project No. 5955 will consist of the total reconstruction of the sanitary sewer, water main, sewer and water services within the street R/W, storm water (including additional storm sewer in Channing Park), concrete curb and gutter and bituminous streets.

The streets proposed for reconstruction will have a typical section conforming to a 5-ton design for all areas. Soil borings will be performed in the design phase of the project which will provide the information to make a firm determination as to the specific typical section required. For the purpose of estimating costs a 5-ton section is proposed to consist of 4 1/2 inches of bituminous pavement and 6 inches of aggregate base (class 5).

The concrete curb and gutter throughout the project area will be B618 (standard 6" high barrier) curb. The sidewalk throughout the project area will also be replaced where construction requires or replacement is warranted.

The sanitary sewer collection mains and manholes will be replaced throughout the project area at the same size and new pipe installed will be PVC. The existing sanitary sewer services will be replaced throughout the project area within the right-of-way

The water mains, hydrants, and gate valves will be replaced throughout the project area using 6-inch PVC C-900 pipe to meet the current public standards. The existing water services will be replaced throughout the project area within the right-of-way.

The storm sewer collection mains, catch basins and manholes will be replaced throughout the project area at the same size using reinforced concrete pipe.

Right of Way

Most of the construction activity can be accommodated within the existing street right-of-way or on public property. Any additional instances where work is identified in final design to be constructed outside of these areas will require the acquisition of additional easements.

Cost Summary

The following is a breakdown of the engineer's opinion of probable costs. A detailed breakdown is provided in the appendix.

Table 1 Opinion of Probable Costs Total Project Cost			
	Total Project	City Cost	Assessable Cost
Construction	\$428,000	\$329,000	\$ 99,000
Misc. Costs*	\$150,000	\$115,000	\$ 35,000
Grand Total	\$578,000	\$444,000	\$134,000

*Misc. Costs include legal, fiscal, admin, engineering, contingency and soil borings.

The City's portion of the assessable costs shown is approximately \$34,000 (Channing Park and alley R/W adjacent to streets).

Special Assessments

The special assessments were calculated in accordance with the City policy for funding reconstruction projects. This policy allows for a residential property to be assessed on a per lineal foot basis for a 36-foot wide street (standard width with parking on both sides) as follows: Street width=33 feet without curb & gutter of which a 24-foot contributing street width (12' width assessed to each side) assessed to the abutting properties with the City responsible for the center 9-foot width. This is for a 5-ton street design with traffic counts less than 2,000 vehicles per day (vpd) on all streets. Residential corner lots and residential lots with multiple frontage are assessed based on the short side of the lot regardless if the short side is abutting the improvement.

The assessable footage was broken down by parcel and denotes the assessable footage for each parcel as derived from the Otter Tail County records. Additional footage is also accounted for the City in multiple areas. These areas include instances where the City owns property (i.e. Channing Park), at alleys, etc.

The following table breaks down the total assessable footage with respect to the proposed improvements:

Table 2
Breakdown of Project Footage

Total Project Footage (Residential)	2,027.14
Total Assessable Footage	1,486.14

The residential front foot assessment rate for streets (residential 5-ton design with a traffic count of less than 2,000 vehicles per day) is determined by dividing the total associated street improvement costs (24-foot wide street) by the total benefitting front footage. Based on this methodology, the residential costs per foot yields an estimated \$89.67 per lineal foot of assessable footage.

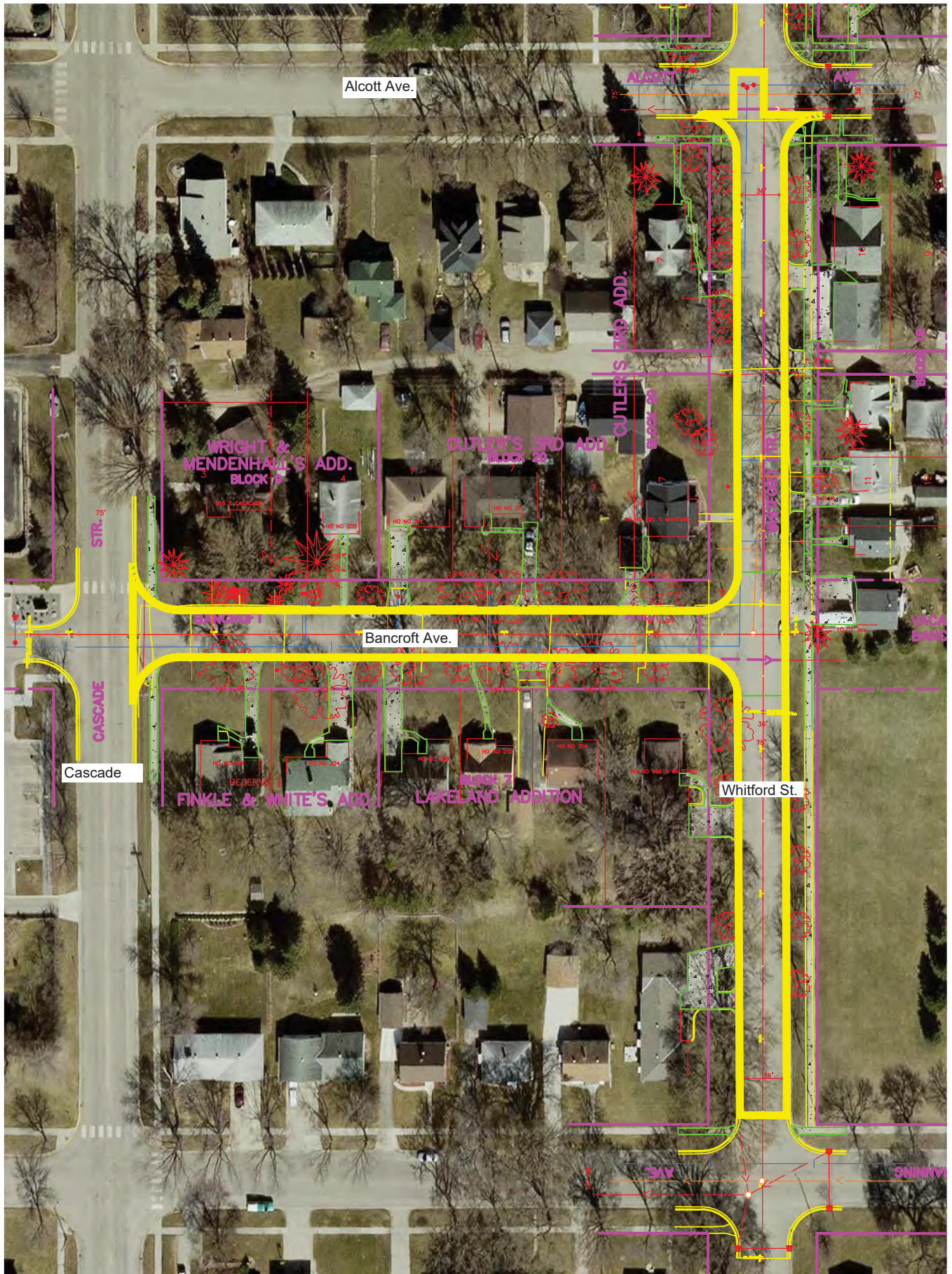
Examples of estimated assessments for various lot widths are as follows:

Table 3
Estimated Assessments for Various Size Lots

	50' Residential Lot	75' Residential Lot	100' Residential Lot
Estimated Assessment	\$4,484	\$6,725	\$8,967

Conclusion and Feasibility

Having investigated the facts relating to construction of the proposed improvements, it is my opinion, from an engineering standpoint, this project is feasible, cost effective, and necessary. Feasibility is contingent upon City Council findings with respect to project financing.



Alcott Ave.

ALCOTT AVE.

ALCOTT AVE.

WRIGHT & MENDENHALL'S ADD. BLOCK 9

CUTLER'S 3RD ADD. BLOCK 20

CUTLER'S 3RD ADD. BLOCK 20

Bancroft Ave.

Cascade

FINKLE & WHITE'S ADD. RESERVE

BLOCK 7 LAKELAND ADDITION

Whitford St.

VISTA BANC

MANING AVE.

MANING AVE.



Council Action Recommendation

Page 1 of 1

Meeting Date:

March 31, 2021 – Committee of the Whole
April 5, 2021 – City Council

Subject:

Victor Lundeen Company Building History Designation

Recommendation:

Request the City Council review the recommendation from the Planning Commission and the Heritage Preservation Commission to hold a public hearing and pass a resolution to designate the Victor Lundeen Company Building as a locally designated landmark.

Background/Key Points:

On March 3, 2021, the HPC voted to recommend local historic designation of the Victor Lundeen Company Building, located at 126 West Lincoln Avenue. On March 22, 2021, the PC heard the HPC's request and recommended the approval of the recommendation to place the property on Fergus Falls Register of Historic Places. The history and design of the building are a major contribution to the history of the Fergus Falls.

The Victor Lundeen Company's building, especially its facade, represent the early commercial development of Fergus Falls. Known for its eclectic styling, the building was the fourth iteration of the Victor Lundeen Company in the Central Business District. The undertaking and completion of the project was a show of faith of commerce in the recently tornado-ravaged community. It was paid for by Victor Lundeen and built by John Laurensen. Victor Lundeen was the son of Swedish immigrants. At sixteen years of age, he traveled from Fergus Falls to Fargo, North Dakota, while trying to determine his career path. While he was in Fargo, he entered the shop of a disgruntled printer who stated his disenchantment with the printing trade. In response to an impromptu voiced offer of sale, Victor Lundeen purchased the business equipment for \$250. He then shipped it by rail to Fergus Falls and set up operations in the back end of a clothier's building. Therefore, Victor Lundeen's entrepreneurship began in 1914, nearly 107 years ago.

Budgetary Impact:

None

Originating Department & Commissions:

Community Development, Heritage Preservation Commission, & Planning Commission

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments:

Designation Application

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company Date Received _____

1. NAME

Historic The Victor Lundeen Company

And/or Common _____

2. LOCATION

Number and Street 126 West Lincoln Avenue

Not for publication

3. CLASSIFICATION

Category

- district
- building
- structure
- site
- object
- landscape

Ownership

- public
- private
- both

Public Acquisition

- in process
- being considered
- not required

Status

- occupied
- unoccupied
- work in progress

Accessible

- yes: restricted
- yes: unrestricted
- no

Present Function

- agriculture
- commercial
- educational
- entertainment

Present Function

- government
- industrial
- military
- museum
- park
- private residence
- religious
- scientific
- transportation
- other

Visible from Road

- yes
- no

4. OWNER OF PROPERTY

Name Ann L. Lundeen Trust

Street and Number 117 Channing Avenue East

City, Town Fergus Falls State MN 56537

5. LEGAL DESCRIPTION

Block 12 Lot 8 Other Sect - 34 TWP - 133 Range -43

N 76' Block 12 Lot 8 Original Plat F.F.

Tax Map _____ Zoning Central Business Commercial (B-3)

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

6. NATIONAL REGISTER DETERMINATION

On Register

7. DESCRIPTION/ INTEGRITY

Condition

- excellent
- good
- fair
- deteriorated
- ruins
- buried

Check One

- altered
- unaltered

Check One

- on original site
- moved

Date Moved _____

Number of Resources on Property

Contributing

Non-Contributing

One - The Victor Lundeen Company - Printing/Quality Shop

Architectural Classification

Early 20th Century Downtown Storefront of an Eclectic Styling.

Narrative Description *(Use additional pages if needed)*

The Victor Lundeen Company building was constructed in 1919 -1920 and retains its original appearance. The two-story building design, including facade appearance with street-level display windows, was greatly influenced by the builder John Laurensen and is best described as eclectically styled. The printing floor design was a product of printing floor employee input. In 1914, at the age of sixteen, Victor Lundeen began the company. After operating in three other downtown locations, the current prime location (which was an open lot) was selected for building. The building was decorated with raised brick, and the company logo, "The Quality Shop," is displayed in lead stained glass above the entrance. The early company began as a shop printing letterheads, envelopes, announcements, menus, etc. It slowly increased its product lines to include books. In conjunction with the print shop, a book shop was operated on site by Victor's sister, Hilma.

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

8. STATEMENT OF SIGNIFICANCE

Historic Context

- Local State National

Areas of Significance

- | | | |
|---|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Education | <input type="checkbox"/> Landscape Architecture |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Engineering | <input type="checkbox"/> Law |
| <input type="checkbox"/> Archeology | <input type="checkbox"/> Entertainment/ Recreation | <input type="checkbox"/> Literature |
| <input type="checkbox"/> Prehistoric | <input type="checkbox"/> Ethnic Heritage | <input type="checkbox"/> Military |
| <input type="checkbox"/> Historic--Aboriginal | <input type="checkbox"/> Black | <input type="checkbox"/> Performing Arts |
| <input type="checkbox"/> Historic--Non-Aboriginal | <input type="checkbox"/> European | <input type="checkbox"/> Philosophy |
| <input type="checkbox"/> Art | <input type="checkbox"/> Hispanic | <input type="checkbox"/> Politics/Government |
| <input checked="" type="checkbox"/> Commerce | <input type="checkbox"/> Native American | <input type="checkbox"/> Religion |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Other | <input type="checkbox"/> Science |
| <input type="checkbox"/> Community Planning and Development | <input type="checkbox"/> Exploration/ Settlement | <input type="checkbox"/> Social History |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Health/Medicine | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Economics | <input type="checkbox"/> Industry | <input type="checkbox"/> Other |
| | <input type="checkbox"/> Invention | |

Periods of Significance

- | | |
|---|---|
| <input type="checkbox"/> prehistoric | <input checked="" type="checkbox"/> 1881-1900 |
| <input type="checkbox"/> proto-historic | <input checked="" type="checkbox"/> 1901-1920 |
| <input type="checkbox"/> early history | <input type="checkbox"/> 1921-1940 |
| <input type="checkbox"/> 1860-1880 | <input type="checkbox"/> 1941-1960 |

Person of Significance

Immediately preceding and following World War I

Architect/Builder

Victor Lundeen financed the construction, which was designed and executed by the builder John Laurentsen. A contractor of Danish ancestry, John Laurentsen worked on many local structures. He had a long, storied career. He was the foreman for the West Detached build on the Fergus Falls State Hospital when the project lead passed away. He finished that project. The River Inn Hotel was another of his projects. In his later years, his office was located at 209 West Stanton Avenue, now commonly known as the "Nordic Gallery".

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

Statement of Significance *(One paragraph for each area of significance)*

Commerce: The Victor Lundeen Company's building—and especially its facade—represent the early commercial development of Fergus Falls. Known for its eclectic styling, the building was the fourth iteration of the Victor Lundeen Company in the Central Business District. The undertaking and completion of the project was a show of faith of commerce in the recently tornado-ravaged community. It was paid for by Victor Lundeen and built by John Laurensen. Victor Lundeen was the son of Swedish immigrants. At sixteen years of age, he traveled from Fergus Falls to Fargo, North Dakota, while trying to determine his career path. While he was in Fargo, he entered the shop of a disgruntled printer who stated his disenchantment with the printing trade. In response to an impromptu voiced offer of sale, Victor Lundeen purchased the business equipment for \$250. He then shipped it by rail to Fergus Falls and set up operations in the back end of a clothier's building. Therefore, Victor Lundeen's entrepreneurship began in 1914, nearly 107 years ago.

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

9. MAJOR BIBLIOGRAPHIC REFERENCES

- Bridges and Battlements: A Historic Walking Tour of Downtown Fergus Falls. Edited by Marjorie Barton. 1989.
- Definitive Guide to Lake Alice. By Marjorie Barton and James Gray.
- Pictorial History of Victor Lundeen Company 100 Years 1914 - 2014. Compiled by Victor "Buzz" Lundeen, Jr., 2014.
- Interview of Victor "Buzz" Lundeen. By Gordon Hydukovich, 2 pm, January 15, 2021.
- Conversation with Chris Schuelke, Otter Tail County Historical Society Director. Recorder: Gordon Hydukovich, 1 pm, January 23, 2021.

Location of reference material

Internet
Otter Tail County Museum

10. GEOGRAPHICAL DATA

Latitude/Longitude

Give Datum

Lat: 46.28390446061533 Long. -96.07559708101618

OR

UTM References Datum on USGS maps

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

11. PHOTOGRAPHS

PHOTOLOG:

Number of Photograph #1 - #3

Name of Property The Victor Lundeen Company

City or Vicinity Fergus Falls

County Otter Tail State Minnesota

Photographer #1 - unknown; #2 (black and white) and #3 (color) - Google Earth photographer unknown

Date of Photograph #1 - 1919; #2 - Fall 2019; #3 - Fall 2019

Direction of Photograph Looking north

12. ADDITIONAL DOCUMENTATION

Maps

Sketch Maps

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property The Victor Lundeen Company

13. PLANNING COMMISSION ACTIONS

approved

Date _____

not approved

Comments _____

14. CITY COUNCIL ACTIONS

approved

Date _____

not approved

Comments _____

Victor Lundeen Company

Since 1914

LUNDEEN BUILDING + + PHONE: 218-736-5433 + + FAX: 218-736-7747

126 WEST LINCOLN AVENUE
FERGUS FALLS, MINNESOTA 56537-2100

July 29, 2020

Chairman Chris Schuelke & Darrin Welle,

I approve the designation request to make my property located at 126 West Lincoln Avenue, Fergus Falls, MN a Local Historic Landmark. My property is also known as the "Victor Lundeen Building". Construction of the building began in 1919 by Victor Lundeen.

Sincerely,



Paul Lundeen
Victor Lundeen & Company
126 West Lincoln Avenue
Fergus Falls, MN 56537



Advertising

Stationery

Lundeen's

Printing

Book Binding

THE QUALITY SHOP

Victor Lundeen & Co.
Printers and Stationers

Victor Lundeen & Co.

PRINTING

OFFICE
SUPPLIES

PRINTERS
LUNDEEN'S
STATIONERS

Victor Lundeen & Co.

THE QUALITY SHOP





Council Action Recommendation

Page 1 of 1

Meeting Date:

March 31, 2021 – Committee of the Whole
April 5, 2021 – City Council

Subject:

Northern Pacific Depot Historic Designation

Recommendation:

Request the City Council review the recommendation from the Planning Commission and the Heritage Preservation Commission to hold a public hearing and pass a resolution to designate the Northern Pacific Depot as a locally designated landmark.

Background/Key Points:

On March 3, 2021, the HPC voted to recommend local historic designation of the Northern Pacific Depot, located at 423 South Cascade Street. On March 22, 2021, the PC heard the HPC's request and recommended the approval of the recommendation to place the property on Fergus Falls Register of Historic Places. The history and design of the building are a major contribution to the history of the Fergus Falls. This local designation furthers the case for the Depot's placement on the National Register of Historic Places.

Congress chartered the Northern Pacific Railway Company on July 2, 1864. Its goal was to connect by rail the Great Lakes with the Puget Sound on the Pacific Coast. The original freight station of the St. Paul, Minneapolis & Manitoba Railway was located just off Bismarck (now Washington) Avenue. The first passenger station was constructed in 1883 on the same location as the present Northern Pacific Depot. It was destroyed by fire sometime between 1890 and 1896. Two subsequent stations also burned down. The fourth Northern Pacific passenger depot and freight station was constructed in 1920 after the previous depot was destroyed in the June 22, 1919 Fergus Falls cyclone.

The Northern Pacific stopped passenger and mail service routes on May 2, 1959. Freight traffic continued until 1981 when the line from Fergus Falls to Battle Lake was closed. The line that extends west from Fergus Falls is still operational. The Northern Pacific became the Burlington Northern Railway in 1970. The depot handled freight until permanently closing in 1984.

The 1920 Northern Pacific Depot is a significant local historical structure. It remains essentially extant and is representative of the post cyclone rebuilding campaign. The Northern Pacific Depot is a historic link to rail service that for decades was the primary form of transportation for Fergus Falls and the outside world. The depot retains its original physical appearance and is a textbook example of how an abandoned historical structure can be restored and reused for a contemporary purpose.

Budgetary Impact: None

Originating Department & Commissions:

Community Development, Heritage Preservation Commission, & Planning Commission

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Designation Application

**FERGUS FALLS REGISTER OF HISTORIC PLACES
Nomination Form**

Name of Property: Northern Pacific Depot Date Received 2-8-2021

1. NAME

Historic: Northern Pacific Depot

And/or Common _____

2. LOCATION

Number and Street: 423 S Cascade

3. CLASSIFICATION

Category	Status	Present Function
<input type="checkbox"/> district	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> government
<input checked="" type="checkbox"/> building	<input type="checkbox"/> unoccupied	<input type="checkbox"/> industrial
<input type="checkbox"/> structure	<input type="checkbox"/> work in progress	<input type="checkbox"/> military
<input type="checkbox"/> site		<input type="checkbox"/> museum
<input type="checkbox"/> object	Accessible	<input type="checkbox"/> park
<input type="checkbox"/> landscape	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> private residence
	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> religious
Ownership	<input type="checkbox"/> no	<input type="checkbox"/> scientific
<input type="checkbox"/> public	Present Function	<input type="checkbox"/> transportation
<input checked="" type="checkbox"/> private	<input type="checkbox"/> agricultural	<input type="checkbox"/> other
<input type="checkbox"/> both	<input checked="" type="checkbox"/> commercial	
Public Acquisition	<input type="checkbox"/> educational	Visible from Road
<input type="checkbox"/> in process	<input type="checkbox"/> entertainment	<input checked="" type="checkbox"/> yes
<input type="checkbox"/> being considered		<input type="checkbox"/> no
<input checked="" type="checkbox"/> not required		

4. OWNER OF PROPERTY

Name: Craig and Anna Gantner

Street and Number: 608 N Burlington

City, Town: Fergus Falls State: _____

Minnesota

5. LEGAL DESCRIPTION

Block 39 Lot 3 & 4 Other _____

Tax Map _____ Zoning B - 3

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Name of Property: Northern Pacific Depot

6. NATIONAL REGISTER NOMINATION

On Register

7. DESCRIPTION/INTEGRITY

Condition

- excellent
- good
- fair
- deteriorated
- ruins
- buried

Check One

- altered
- unaltered

Check One

- on original site
- moved
- Date moved

Number of Resources on Property

Contributing

Non-contributing

Architectural Classification

Narrative Description

Located on the south side of Fergus Falls, the Northern Pacific Depot was constructed in 1920. It is located on its original site on the east side of South Cascade Street. Although empty for a number of years, the building has seen relatively few alterations. Its overall integrity is good.

The NP Depot is a long, narrow building that is approximately 30 feet wide and 180 feet long with the 180 feet running in an east-west direction. Constructed of brick, the building has a double-pitched hip roof with widely overhanging eaves. The roof has two dormers on each side facing north and south. There are two small gables in the western portion. While the roof and windows have been replaced, the roof structure is unaltered as are the windows.

The Depot retains integrity of design within its original footprint and form with no major additions or alterations. While the interior has been altered to accommodate a contemporary restaurant, original materials remain in place. Workmanship is evident in the well-executed brick work. Integrity of feeling and association are present through the physical integrity of the building.

**FERGUS FALLS REGISTER OF HISTORIC PLACES
Nomination Form**

Name of Property: Northern Pacific Railroad

8. STATEMENT OF SIGNIFICANCE

Historic Context

Local

State

National

Areas of Significance

Agricultural

Education

Landscape Architectural

Architecture

Engineering

Law

Archaeology

Entertainment/Recreation Literature

Prehistoric

Historic – Aboriginal

Historic – Non Aboriginal

Ethnic Heritage

Military

Black

European

Performing Arts

Hispanic

Native American

Politics/Government

Art

Other

Religion

Commerce

Communications

Exploration/Settlement

Science

Community Planning & Development

Health/Medicine

Social History

Conservation

Industry

Transportation

Economics

Invention

Other

Periods of Significance

prehistoric

1881-1900

1961-1980

proto-historic

1901-1920

early history

1921-1940

1860-1880

1940-1960

Person of Significance

Architect/Builder: Unknown

FERGUS FALLS REGISTER OF HISTORIC PLACES

Nomination Form

Statement of Significance

The Northern Pacific passenger depot and freight station was constructed in 1920 after the previous depot was destroyed in the June 22, 1919 Fergus Falls cyclone. Construction began in April 1920 and was completed by the end of October 1920.

The Northern Pacific Railway Company was chartered by Congress on July 2, 1864. Its goal was to connect by rail the Great Lakes with the Puget Sound on the Pacific Coast. The Northern Pacific was granted some 47 million acres of land in exchange for building rail transportation. Josiah Perham was selected as the first president.

By mid 1871, the railroad had pushed into east Otter Tail County. The line was scheduled to run through the county seat of Otter Tail City until a single landowner, believing he could hold out for more compensation, refused to grant the Northern Pacific a right of way through his land. Rather than haggle with the recalcitrant landowner, the railroad simply bypassed Otter Tail City going through Perham instead. The loss of the railroad devastated Otter Tail City, and within a year it lost its county seat status to Fergus Falls.

The St. Paul and Pacific Railroad intended to construct a line to Fergus Falls as early as 1872. The company, however, was beset by financial difficulties that prevented this from happening. It was not until November 1879 that a construction train from the renamed St. Paul, Minneapolis & Manitoba Railroad steamed into Fergus Falls. The first passenger train arrived on December 2.

In 1882, major Fergus Falls investor George B. Wright was at the forefront to get a second line to the community. To help bring about construction of a Northern Pacific branch west from Wadena, Otter Tail County bonded \$200,000. Initially known as the Northern Pacific, Fergus Falls & Black Hills Railway Company, it was intended to run west to the Black Hills from the junction with the main Northern Pacific line.

The original freight station of the St. Paul, Minneapolis & Manitoba Railway was located just off Bismarck (now Washington) Ave. The first passenger station was constructed in 1883 on the same location as the present Northern Pacific Depot. It was destroyed by fire sometime between 1890 and 1896. Two subsequent stations also burned down. The fourth was destroyed in the 1919 Cyclone with the current station dating to 1920.

The Northern Pacific stopped passenger and mail service routes on May 2, 1959. Freight traffic continued until 1981 when the line from Fergus Falls to Battle Lake was closed. The line that extends west from Fergus Falls is still operational. The Northern Pacific became the Burlington Northern Railway in 1970. The depot handled freight until permanently closing in 1984.

The 1920 Northern Pacific Depot is a significant local historical structure. It remains essentially extant and is representative of the post cyclone "Bigger and Better Fergus Falls" rebuilding campaign initiated under the direction of Mayor George B. Frankberg. Within days of the depot's destruction, the Northern Pacific hired crews to clean up the site to prepare for a new station. Under the headline "Clean Up After the Cyclone" the July 2, 1919 *Fergus Falls Daily Journal* wrote:

“The Northern Pacific has had a force of 100 men here cleaning up since the storm and doing other necessary work. The station was completely demolished and the debris has now been removed, and a new platform has been built. Two passenger cars have been set out to serve as a waiting room for passengers and a telegraph line runs into one of the cars. Freight cars serve for general station purposes and baggage purposes. The plans for the new station have not been received and Agent G.W. Johnson states that he has not yet been notified as to just what kind of a station the company will build. It is probable that it will be of stone or brick.”

The NP Depot is a historic link to rail service that for decades was the primary form of transportation for Fergus Falls and the outside world. Finally, the depot retains its original physical appearance and is a textbook example of how an abandoned historical structure can be restored and reused for a contemporary purpose.

9. MAJOR BIBLIOGRAPHICAL REFERENCES

Otter Tail County Historical Society Archives

“Request for Nomination on the National Register of Historic Places”, Chris and Brooke McConn, May 2008

10. GEOGRAPHICAL DATA

Lat. 46.27971494739437, Long. -96.071775745551315

11. PHOTOGRAPHS

PHOTOLOG:

Number of Photograph _____

Name of Property _____

City or Vicinity _____

County _____ State _____

Photographer _____

Date of Photograph _____

Direction of Photograph _____

12. ADDITIONAL DOCUMENTATION

May 12, 2020

Chairman Chris Schuelke & Darrin Welle,

I approve the designation request to make my property located at 423 South Cascade Street, Fergus Falls, MN a Local Historic Landmark. My property, also known as the "Northern Pacific Railroad Depot", was built in 1920 and has been historically restored.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Gantner", is written over a long, thin horizontal line that extends across the page.

Craig Gantner
Cascade Street Station
423 South Cascade Street
Fergus Falls, MN 56537



FERGUS FALLS

FERGUS FALLS

N. P. DEPOT FERGUS FALLS, M.

OXLEY





Memo

Page 1 of 1

Meeting Date:

March 31, 2021 – Committee of the Whole

Subject:

United Prairie Request for Property

Background/Key Points:

United Prairie Foundation, a 501(c)(3), hopes to establish a Native Prairie Center in Fergus Falls which would employ two full-time employees and offer up to 5 seasonal jobs. Their first location in Enderlin, ND is a partnership between their organization, a private land owner, and the City of Enderlin: “Our Enderlin location is a donated 30 year lease [private land owner]. United Prairie Foundation paid for the water and electric service with the city of Enderlin donating un-metered water for our operation.”

United Prairie contacted the City of Fergus Falls with the hopes that the City could provide 1-10 acres for their use. GIS Coordinator Mark Jorgenson identified several publicly and privately-owned sites that could be a fit and helped United Prairie hone in on a City-owned site on Western Ave. The site is currently host to a stormwater retention basin and could continue to be used as such in conjunction with the native prairie planting/ retail site.

Recommendation:

Allow City staff and City Attorney to negotiate a lease with United Prairie Foundation for City owned property on Western Avenue, requesting United Prairie pay property tax on site. Council is requested to discuss utility use on site.

Budgetary Impact:

Add property to City tax rolls

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments:

UPF LOI
Property Tax Estimate
Site map



During the summer of 2019 United Prairie Foundation began a new program to better help implement our mission of building a better prairie. In a partnership with Wildlife Forever Prairie City USA was established with Fergus Falls enrolled as the first. *Prairie City USA™* is a community program to integrate prairie habitat restoration, demonstration projects and adoption of conservation best practices. With supported civic leadership and integration of prairie habitat throughout the community, municipalities will benefit from an engaged citizen base supporting local conservation projects and volunteer opportunities for young and old.

Problem statement; no local source for native prairie plants. The closest native prairie nursery is over 50 miles away in Morris.

United Prairie Foundation opened its first Community Garden and Prairie Center located in Enderlin North Dakota. This year we plan on opening our second location in Fergus Falls! The establishment of the Fergus Falls location anticipates employing two full-time employees and hiring of up to 5 seasonal jobs. This would be our plan this year. I feel the future is bright for a Prairie Center and future growth is our goal.

Our need is a retail location, preferably with space to grow educational gardens. A location between 1-10 acres would be preferred.

United Prairie Foundation, Inc. is a Federal 501(c) 3 public non-profit organization, founded in 2004 and headquartered in North Dakota. The Foundation has as its mission building a better prairie. United Prairie Foundation continues to grow and is becoming a leader in the field of habitat restoration. The Foundation, through its mission projects, restore neglected public land habitats and return them to functional grassland-based prairie habitat. The key to our success is partnering with local groups.

Partnerships have developed with help from local family farms, five regional United States Fish & Wildlife Service Wetland Management Districts, Minnesota Department of Natural Resources, North Dakota Game and Fish Department, Enderlin/Sheldon Rural Fire Department, Cass County Soil Conservation, Wildlife Forever, North Dakota Natural Resource & Trust, city of Sheldon, city of Enderlin and the city of Fergus Falls.

United Prairie Foundation prides itself on our community involvement. Our headquarters building, the Sheldon Community Center, 260 Front St., Sheldon ND 58068 is used extensively by local community groups including the 4-H club, Lions, Seniors Club, American Legion and is the monthly meeting location for the City of Sheldon. In our 17 years of operation we have been devoted exclusively to helping the people and habitats of the prairie. The Foundation operates with a Board of Directors and a local seven person steering committee.

Establishing a retail Native Prairie Center in Fergus Falls is our highest priority for 2021. The financial costs of land purchase is the Foundations biggest hurdle. Our Enderlin location is a donated 30 year lease. United Prairie Foundation paid for the water and electric service with the city of Enderlin donating un-metered water for our operation. Our goal is to be a benefit to the community which the Enderlin city council saw when granting us the partnership.

United Prairie Foundation Community Garden and Prairie Center



A Prairie City USA planting at the golf course



Land Value- \$20,300
 Building Value- \$80,000
 Total EMV- \$100,300

2021 COMMERCIAL-INDUSTRIAL TAX CALCULATION

PARCEL NUMBER 71003991468003

ESTIMATED MARKET VALUE (EMV) \$100,300

EMV UP TO \$150,000	\$100,300
x 1.5% = TAX CAPACITY	1504.5
EMV OVER \$150,000	\$0
x 2% = TAX CAPACITY	0
TOTAL TAX CAPACITY	1,505
LOCAL TAX RATE	117.5110%
BASE TAX	\$1,768

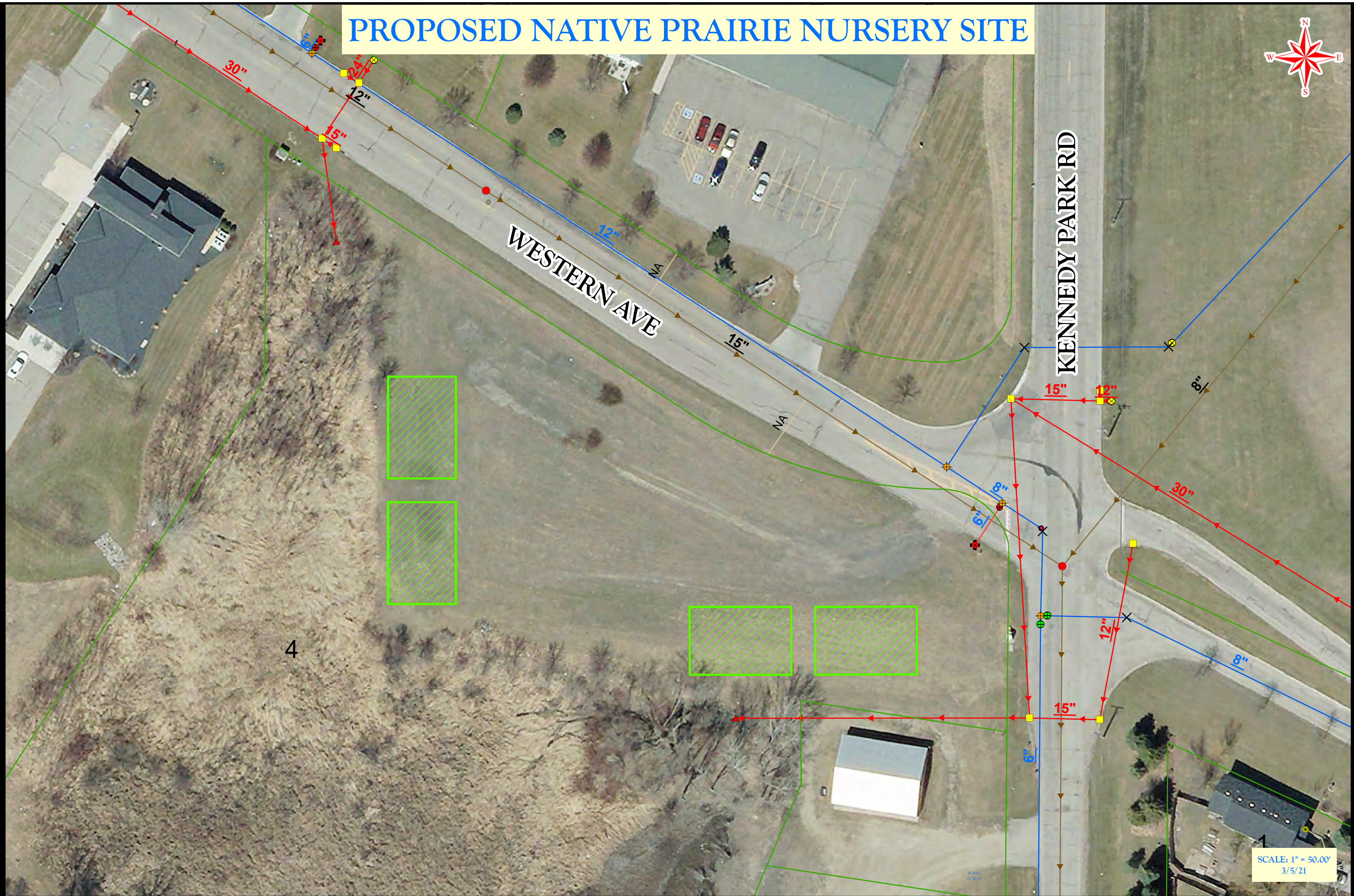
MARKET VALUE RATE (MvR)	0.17179
EMV x MvR =	
MARKET VALUE TAX	\$172.31

TAXABLE MARKET VALUE (EMV-\$100,000):	\$300
TMV BETWEEN \$100,000-\$150,000	\$300
x 1.5% = TAX CAPACITY	5
TMV OVER \$150,000	\$0
x 2% = TAX CAPACITY	-
TOTAL STATE TAX CAPACITY	5
STATE TAX RATE	0.35978
STATE TAX	\$2

SPECIAL ASSESSMENTS

TOTAL TAX \$1,942

PROPOSED NATIVE PRAIRIE NURSERY SITE



SCALE: 1" = 50.00'
3/5/21



Fergus Falls/Otter Tail County HRA
Housing & Redevelopment Authority

HRA Office
1151 Friberg Ave
Fergus Falls MN 56537
218-739-3249
Fax 218-736-4706
ffhra@fergusfallshra.com
www.fergusfallshra.com

Riverview Heights Highrise
205 North Sheridan Ave
Fergus Falls MN 56537
218-739-9498

March 11, 2021

Ben Schierer, Mayor
City of Fergus Falls
112 West Washington Ave.
Fergus Falls, MN 56537

RE: HRA Board Member Appointment

Mayor Schierer:

Dalyce Leabo is serving as a Fergus Falls HRA Board Member with a term expiring May 1, 2021. Dalyce has been contacted, would like to remain on the HRA Board, and is very willing to serve another five-year term.

Dalyce has been very involved in planning Garitz Grove, our proposed 24-unit Permanent Supportive Housing development. MHFA is completing their feasibility study and revising award sizing. Their next Board meeting is March 25th. We remain optimistic our project will be funded and continuity is critical. Dalyce will continue as a strong advocate for the HRA and the people we serve.

I would appreciate the Council's appointment of Dalyce to the following term: May 1, 2021 through May 1, 2026.

Please give me a call with any questions you might have. Thank you.

Sincerely,

Mikel B. Olson
Executive Director



Fergus Falls/Otter Tail County HRA
Housing & Redevelopment Authority

HRA Office
1151 Friberg Ave
Fergus Falls MN 56537
218-739-3249
Fax 218-736-4706
ffhra@fergusfallshra.com
www.fergusfallshra.com

Riverview Heights Highrise
205 North Sheridan Ave
Fergus Falls MN 56537
218-739-9498

FERGUS FALLS HRA BOARD MEMBERS
May 1, 2021

NAME	DATE OF ORIGINAL APPOINTMENT	DATE OF REAPPOINTMENT	EXPIRATION DATE
Dennis Hagstrom, Chairperson	05/01/1997	05/01/2017	05/01/2022
Barry Heinen, Vice Chairperson	07/19/2004	05/01/2018	05/01/2023
Lyle Hoxtell, Secretary	07/01/2001	05/01/2019	05/01/2024
Marie Fouquette, Commissioner	05/01/2019	05/01/2020	05/01/2025
Dalyce Leabo, Commissioner	12/05/1994	05/01/2021	05/01/2026



Council Action Recommendation

Page 1 of 1

Meeting Date: April 5, 2021

Subject: West Central Initiative Donation – Inga M. Johnson Fund

Recommendation: Accept a \$2,500 donation from the Inga M. Johnson Endowment Fund with West Central Initiative and approve the related 2021 budget adjustments to General Fund donations and Park and Recreation expenditures.

Background/Key Points:

The donation will be used to fund summer park and recreation programs.

Budgetary Impact:

The Park and Recreation Department budgets will be increased because of the donated funds.

Originating Department: Finance & Parks and Recreation

Respectfully Submitted: Bill Sonmor, Finance Director & Pam Muxfeldt, Recreation Coordinator

Attachments:

N/A

RESOLUTION #__-2021
2021 TAX REBATE HEARING SCHEDULE SET

WHEREAS, on November 18, 2019 the Council adopted the tenants of the Otter Tail County Property Tax Rebate Program for new single and two family homes for a period of three years in the City of Fergus Falls and,

WHEREAS, Minnesota Statute Sections 469.1812 to 469.1815 requires the City Council to schedule dates for public hearings on the requests to receive public input on each request and to adopt a resolution approving or denying each said application and,

WHEREAS, for ease of scheduling, the Community Development Department has recommended that the first City Council meeting of each month be reserved as a public hearing date to hear public input on incoming tax rebate requests.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota to hold a public hearing for the tax rebate program requests on the following dates in 2021:

February 1, 2021	March 1, 2021	April 5, 2021
May 3, 2020	June 7, 2021	July 6, 2021
August 2, 2021	September 7, 2021	October 4, 2021
November 1, 2021	December 5, 2021	January 3, 2022

The above and foregoing resolution was offered at a regular meeting of the City Council held on April 5, 2021 by Council Member ____ who offered its adoption, was seconded by Council Member ____ and adopted by the following vote:

AYES:
NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor



2021 Tax Rebate Program Calendar

Application Due	Notice in Paper	City Council Hearing Date (1st Monday of following month)
January 1, 2021	January 13	February 1
February 1	February 10	March 1
March 1	March 10	April 5
April 1	April 7	May 3
May 1	May 12	June 7
June 1	June 9	July 6*
July 1	July 14	August 2
August 1	August 11	September 7*
September 1	September 15	October 4
October 1	October 13	November 1
November 1	November 10	December 6
December 1	December 15	January 3, 2022

*Denotes a changed date due to City Hall closure



Council Action Recommendation

Page 1 of 2

Meeting Date:

4/5/21

Subject:

Mobile Performance Stage- Authorization to purchase

Recommendation:

Resolution authorizing the purchase of a mobile performance stage from Stageline in the amount of \$138,265

Background/Key Points:

On March 15, 2021, the City Council authorized staff to obtain quotes for the acquisition of a mobile performance stage to replace the previously proposed amphitheater as part of the Downtown Riverfront Project.

Staff reached out to three companies to obtain quotes. Only two quotes were received:

Stageline \$138,265

Wenger Corp. \$165,742.20

The Wenger Corp. quote includes audio and lighting equipment. In working with Michael Burgraff, we asked him to spec the lights and sound equipment needed for the stage and get a separate quote. Those numbers came back at \$9,074.69 for lights and \$11,718.32 for sound/audio.

The Stageline price plus the ideal light and sound package is a total of \$159,058.11. We were anticipating approximately \$150,000 for the project. Staff is recommending that we proceed with purchasing the Stageline SL-100 and the sound and lights quoted by Full Compass Systems.

The Veden Trust has pledged \$50,000 for this project, leaving the City's share at \$109,058.11. We would suggest funding this through liquor store revenues at this time. There may be an opportunity to reimburse this fund through American Rescue Plan funds that are forthcoming, but more information is needed from Treasury on how those funds can be spent.

The lead time on this stage is approximately 30 days.

Budgetary Impact:

\$109,058.11 to be funded out of the Liquor Store fund

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

Stageline Quote

Wenger Quote

Full Compass Systems Sound/light quotes

Wenger Corporation
 555 Park Drive
 Owatonna, MN 55060-4940
 United States



Phone: 507-455-4100
 Fax: 507-445-4258

Quote Number: 3208520

Showmobile Mobile Stage

QUOTE

Date: 03/18/2021
 Page: 1 of 3
 Cust #: 70045942

<p><u>Quote To:</u></p> <p>City of Fergus Falls 112 W Washington Ave Fergus Falls MN 56537-2568 United States</p> <p>Phone: Fax: E-Mail:</p>	<p>Date: 3/18/2021</p> <p>Expires: 4/17/2021</p> <p>Reference:</p> <p>Sales Person: Chris Storjohann</p> <p>Created By: Chris Storjohann</p>
---	---

Quote Comments:

Wenger is an approved vendor for Region 4 ESC/OMNIA Partners, Public Sector. All items on this quote are available through contract #R191204, Balance of Line.

See the attached literature and specification for all product details.

Warranty: 5 years

The Showmobile is manufactured and shipped from Owatonna, MN.

Tax is not included on this quote, we have received a copy of your tax exempt certificate.

USD

Line	PartNum/Description	Qty	Net Price	Ext. Price
Showmobile Base Unit				
1.00	089H790	1 EA	\$122,500.00	\$122,500.00
	SHOWMOBILE,MANUAL LEVELING,BLACK DECKING,STANDARD ELECTRICAL			

The above base unit Showmobile includes the following:

- *Warranty: 5 years*
- *Manual leveling*
- *Wired controller*
- *110 Volt electricals*
- *(2) large, curbside storage lockers, with locks*
- *(1) storage locker with electricals, with lock*
- *110 Volt 50' power cord*
- *45 MPH engineered wind load rating*
- *Black, slip-resistant stage surface*

Wenger Corporation
 555 Park Drive
 Owatonna, MN 55060-4940
 United States



Phone: 507-455-4100
 Fax: 507-445-4258

Quote Number: 3208520

QUOTE

Date: 03/18/2021
 Page: 2 of 3
 Cust #: 70045942

Showmobile Mobile Stage

**Adjustable, hinged acoustical end panels
 *(8) tie-downs and (4) tie-down straps
 *Hydraulic, cantilevered roof canopy
 *LED overhead lighting
 *LED running lights
 *Battery charger for hydraulic system batteries
 *(1) adjustable stairway with aluminum stair treads
 *Gross Vehicle Weight Rating(GVWR)" 16,000 lbs.
 Training of Showmobile

Showmobile Options/Accessories

2.00	S419991 Auto-Hydraulic Leveling	1 EA	\$10,750.00	\$10,750.00
------	------------------------------------	------	-------------	-------------

**Auto-hydraulic leveling package
 *Includes wireless remote controller
 Standard, wired controller also included with base unit and can be used as backup to the wireless controller

3.00	089H468 LIGHT PACKAGE,PERFORMANCE,SOM	1 EA	\$16,000.00	\$16,000.00
------	--	------	-------------	-------------

*The Performance LED lighting package includes the following:
 *Wall mounted reprogrammable DMX controller with optional port for external control
 *(5) upstage, back wall, RGB LED lights
 *(4) high output canopy mounted LED lights, IP rated
 **See technical sheet for all details*

4.00	089D576.3 DRAPERY,96" X 42",BLACK	9 EA	\$205.00	\$1,845.00
------	--------------------------------------	------	----------	------------

5.00	089D575.3 DRAPERY,48" X 42",BLACK	2 EA	\$110.00	\$220.00
------	--------------------------------------	------	----------	----------

**Drapery color: Black
 *80 linear feet of drapery
 **Enough drapery for Showmobile stage and stage extension package*

6.00	089G091 STAGE EXTEN.PACKAGE B,BLACK	1 EA	\$11,186.00	\$11,186.00
------	--	------	-------------	-------------

*The above Showmobile stage extension package B will extend the Showmobile to a size of 20'x40'.
 Stage extension package includes the following:
 *(9) 4'x8' stage decks
 *(4) 2'x8' stage decks
 *Adjustable legs
 All clamps and connectors

z Freight

7.00	Freight Freight Services	1 EA	\$3,241.20	\$3,241.20
------	-----------------------------	------	------------	------------

Wenger Corporation
555 Park Drive
Owatonna, MN 55060-4940
United States



Phone: 507-455-4100
Fax: 507-445-4258

Quote Number: 3208520
Showmobile Mobile Stage

QUOTE

Date: 03/18/2021
Page: 3 of 3
Cust #: 70045942

Lines Total	\$165,742.20
Total Taxes	\$0.00

Quote Total	\$165,742.20
--------------------	---------------------



MUSIC EDUCATION AND PERFORMING ARTS

Owatonna Office: Phone 800.4WENGER (493-6437) Worldwide +1.507.455.4100 | Parts & Service 800.887.7145 | wengercorp.com | 555 Park Drive, PO Box 448 | Owatonna | MN 55060-0448

Syracuse Office: Phone 800.836.1885 Worldwide +1.315.451.3440 | jrclancy.com | 7041 Interstate Island Road | Syracuse | NY 13209-9713

ATHLETICS Phone 800.493.6437 | email gearboss@wengercorp.com | gearboss.com | 555 Park Drive, PO Box 448 | Owatonna | MN 55060-0448

Full Compass Systems, Ltd

9770 Silicon Prairie Parkway
 MADISON, WI 53593
 608-831-7330
 Fax: 608-831-6330

Quotation

Confirmation # SOC4475808-1
 Page 1 of 2
 Date 3/18/2021
 Sales order [SOC4475808](#)
 Purchase order # Audio Quote
 Ordered by Michael
 Salesperson George Koury
 Payment Credit Card
 Customer account CUC1016059
 FOB FOB

Bill to:

FERGUS FALLS, CITY OF
 112 W Washington Ave
 FERGUS FALLS, MN 56537

Ship to:

CITY of FERGUS FALLS
 112 W WASHINGTON AVE
 FERGUS FALLS, MN 56537-2568

Mfg	Item number	Description	Qty ordered	Unit	Ship via	Unit price	Extended price	Fin
QSC	KW122	Loudspeaker, 12" Powered https://www.fullcompass.com/prod/169496	2	EA	Bestway	\$976.00	\$1952.00	
QSC	KS118	18" Active Subwoofer, 3600W https://www.fullcompass.com/prod/573844	2	EA	Bestway	\$1272.00	\$2544.00	
YAM	TF5	Mixer, Digital 32ch https://www.fullcompass.com/prod/282345	1	EA	Bestway	\$2595.00	\$2595.00	
YAM	TIO1608-D	Stagebox, 16 Line In / 8 Line Out https://www.fullcompass.com/prod/508598	2	EA	Bestway	\$982.00	\$1964.00	
YAM	NY64-D	Expansion Card for TF Series Console https://www.fullcompass.com/prod/508599	1	EA	Bestway	\$418.00	\$418.00	
LXP	CAT6S-EC-050	Cable, Cat6, Shielded Tour Grade, Ethercon connectors, 50' https://www.fullcompass.com/prod/526480	1	EA	Bestway	\$169.96	\$169.96	
YAM	TF5-COVER	Padded Dust Cover for TF5 https://www.fullcompass.com/prod/512418	1	EA	Bestway	\$51.46	\$51.46	
SEN	THREEPACK835	3 E835 Mics w/3 Carrying Pchs - 506666 https://www.fullcompass.com/prod/040263	2	EA	Bestway	\$249.95	\$499.90	
SEN	E835	Handheld Dyn Card Mic - 004513 https://www.fullcompass.com/prod/010192	2	EA	Bestway	\$89.72	\$179.44	
ULT	MC05B	Mic Stand Round Base Blk 13461 https://www.fullcompass.com/prod/020059	16	EA	Bestway	\$24.00	\$384.00	
AKG	P170	Condenser Cardioid https://www.fullcompass.com/prod/266228	8	EA	Bestway	\$82.00	\$656.00	
CBU	MIC-XX-25	Cable,XLR to XLR 25ft Black https://www.fullcompass.com/prod/218544	16	EA	Bestway	\$13.50	\$216.00	
RE	PRODI	Direct Box Passive (R800 1100) https://www.fullcompass.com/prod/078260	1	EA	Bestway	\$88.56	\$88.56	

Sales subtotal amount: \$11718.32
Shipping & handling: \$0.00
Net amount: \$11718.32
Sales tax: \$0.00

Full Compass Systems, Ltd

9770 Silicon Prairie Parkway
MADISON, WI 53593
608-831-7330
Fax: 608-831-6330

Bill to:

FERGUS FALLS, CITY OF
112 W Washington Ave
FERGUS FALLS, MN 56537

Ship to:

CITY of FERGUS FALLS
112 W WASHINGTON AVE
FERGUS FALLS, MN 56537-2568

Quotation

Confirmation #	SOC4475808-1
Page	2 of 2
Date	3/18/2021
Sales order	SOC4475808
Purchase order #	Audio Quote
Ordered by	Michael
Salesperson	George Koury
Payment	Credit Card
Customer account	CUC1016059
FOB	FOBO

Total:	\$11718.32
Prepaid:	\$0.00
Balance due:	\$11718.32

Full Compass Systems, Ltd

9770 Silicon Prairie Parkway
MADISON, WI 53593
608-831-7330
Fax: 608-831-6330

Quotation

Confirmation # SOC4479983-2
Page 1 of 1
Date 3/30/2021
Sales order [SOC4479983](#)
Purchase order # Quote
Ordered by Michael
Salesperson George Koury
Payment Credit Card
Customer account CUC1016059
FOB FOBO

Bill to:

FERGUS FALLS, CITY OF
112 W Washington Ave
FERGUS FALLS, MN 56537

Ship to:

CITY of FERGUS FALLS
112 W WASHINGTON AVE
FERGUS FALLS, MN 56537-2568

Mfg	Item number	Description	Qty ordered	Unit	Ship via	Unit price	Extended price	Fin
ETC	CSPAR-A	ColorSource PAR, Blk, Edison https://www.fullcompass.com/prod/274691	8	EA	Bestway	\$725.00	\$5800.00	
ETC	CS20AV	ColorSource 20 console, 20 Faders, 40 channels/devices https://www.fullcompass.com/prod/511232	1	EA	Bestway	\$2625.00	\$2625.00	
BLZ	POWERCON-INTER-1406	Powercon to Powercon 6ft 14g	7	EA	Bestway	\$25.99	\$181.93	
BLZ	POWERCON-MAIN-1425	Powercon to Edison 25ft 14g	1	EA	Bestway	\$33.99	\$33.99	
AUC	AC5PDMX5	5-Pin DMX Cable, 5 Ft https://www.fullcompass.com/prod/136198	7	EA	Bestway	\$9.36	\$65.52	
AUC	AC5PDMX100PRO	100 FOOT, 5 PIN, PRO, DMX CABLE. PVC JACKET https://www.fullcompass.com/prod/502248	1	EA	Bestway	\$74.19	\$74.19	
ETC	400SC	Safety Cable, Black https://www.fullcompass.com/prod/078803	8	EA	Bestway	\$10.80	\$86.40	
TLC	MWB	Mega-Claw, Black https://www.fullcompass.com/prod/251465	8	EA	Bestway	\$25.97	\$207.76	

Sales subtotal amount:	\$9074.79
Shipping & handling:	\$0.00
Net amount:	\$9074.79
Sales tax:	\$0.00
Total:	\$9074.79
Prepaid:	\$0.00
Balance due:	\$9074.79

Stageline SL100 Mobile Stage

Floor Size: 24' x 20'
 Wind Resistance: 115 mph without windwalls
 Trailer Weight: 9,990 lb



Standard Equipment *	\$	122,500
Options & accessories	\$	14,200
Services	\$	10,815
Sub-Total	\$	147,515
Discount valid for 30 days	-\$	9,250
Total	\$	138,265

All prices are in USD
 Taxes not included (if applicable)
 Payment terms: 30% to confirm, balance prior to departure

Approval

Date:
Signature:
Name:
EIN # (if applicable):

STANDARD EQUIPMENT *

ROOF STRUCTURE & RIGGING

4 Built-in trusses / aluminum 2" diameter tube trussing 24 Built-in rigging points - 4 movable rigging brackets included Rigging bar / 14' - spans 2 rigging points from left to right 2 side overhang rigging trusses 6' Rigging points in front of corner posts 4 Aluminum corner posts Fiberglass roof molded and wrapped around structure - black roof Rigging load capacity tested at twice the working load Total roof load capacity with sound wings: Galvanized steel column - one on each side Reversible as standard	Compatible with industry clamps Capacity: up to 1,500lb Capacity: 30 lb / ft Capacity: 1500 lb per side Capacity: 1500 lb per side Added roof stability and safety 11,400 lb System safely hoists rigged loads Downstage will reverse in difficult to access venues
--	---

HYDRAULICS

Double mast lifting mechanism (for a fully hydraulic set up of the stage, roof, sound, lighting and other equipment) High power integrated hydraulic system 4 Hydraulic stabilizers / stage levels from 3' 6" to 4' 3" Vertical support capacity (each): 15,000 lb Lateral support capacity (each): 2,000 lb Gas engine	Lifting Capacity: 3,800 lb - balanced load Equipped with safety valves on all cylinders No tools required No other power source required
--	---

STAGE

Plywood, black finish, non slip / quick levelling legs Multifunctional extruded aluminum deck edges Guardrails (stage model) / aluminum Support brackets built-in for Stageline platforms Aluminum stairway - 7 steps - adjustable - 35" wide - with handrails 4 LED work lights	24' x 20' To install decks, skirts, guardrails & staircases 5 x 5' 9" + 2 x 2' 8" Full perimeter 2 in the roof, 2 on the chassis
---	--

TRAILER

Drawbar with pintle eye 2 Leaf spring axles 4 Tires Electric brakes on all wheels Emergency breakaway system Storage compartment Spare wheel / full-size rim / integrated storage 2 Storage bumpers 10 Equipment tie-downs Storage weight capacity Storage space capacity	Capacity: 14,990 lb 0.40 m (16") DOT requirement 14" x 16" x 36" Protects structure GVWR:15,000 lb - adaptable to your requirements 23' 10" x 5' 6" x 5' 6" = 720 ft³
---	---

STANDARDS & CERTIFICATIONS

Applicable regulations Vertical load: Wind resistance: Certificate stamped by professional engineers All technical documents supplied 24/7 service support +1(800) 267-8243	IBC, SAE, DOT, NFPA, CBC, NBC & CWB Floor: 7.18 KPa (150 psf) / Roof: 1 KPa (20 psf) 115 mph without windwalls 77 mph with windwalls
--	---

OPTIONS & ACCESSORIES

A	WINDWALLS - SKIRTS	VINYL/ SCRIM	Price (USD)	Quantity	
a1	Upstage fire retardant windwall - 44' long x full height (with doors) (keder aluminum track system for easy installation) - black	VINYL	\$ 4,200	1	\$ 4,200
a2	Backdrop (with doors) - 24' x 15' - black		\$ 1,900		
a3	Downstage windwall extensions - 10' 3" x 15' (with doors) - (Set of 2) - black		\$ 2,300		
a4	Skirting - 40' x 4' 9" - black	VINYL	\$ 1,350	1	\$ 1,350
a5	Skirt extension - 8' 6" - black - (set of 2)		\$ 396		

* for options a1 to a5, select material - also available in grey - fabrication delay
 * if option a3 selected, f1 (keder for windwalls on downstage roof panels) must be selected

B	SOUND WINGS & RIGGING	Price (USD)	Quantity	
b1	Extension platforms (black non-slip) & accessories - 4' x 8' - (sugg'd qty: 4)	\$ 990	4	\$ 3,960
b2	Guardrails (platform model) / aluminum - 3' 8" - (sugg'd qty: 8)	\$ 180	8	\$ 1,440
b3	Reinforced flybays with line array and screen rigging points (set of 2)	\$ 1,750	1	\$ 1,750
b4	FOH pipes - capacity: 700 lb - (set of 2)	\$ 1,830		
b5	Movable rigging brackets - (set of 2)	\$ 150		
b6	2 Cylinder locks (corner post substitute)	\$ 500		
b7	PA Extension bars (set of 2)	\$ 450		

C	BANNER SUPPORTS	Price (USD)	Quantity	
c1	Rooftop banner support posts - 37' x 4'	\$ 725		
c2	Banner framing bars	\$ 450		
c3	Lateral banner supports - 6' x 15' 10" - includes pulley rigging points for retractable banner system	\$ 800		
c4	Lateral bars at stage level / keeps lateral banners taut	\$ 900		

D	EXTEND TO 24' x 24'	Price (USD)	Quantity	
d1	3 Extension platforms & accessories - 4' x 24' - upstage	\$ 2,970		
d2	8 Guardrails (platform model) / aluminum - 3' 8" - upstage	\$ 1,440		
d3	Bracing system for extension platforms - upstage	\$ 810		
d4	Windwall to cover increased area - upstage	\$ 540		
d5	Roof extension - vinyl canopy & hardware - 4' 9" / downstage	\$ 3,200		

E	HYDRAULICS	Price (USD)	Quantity	
e1	Hydraulic quick connectors	\$ 450		
e2	Electric motor, 1 hp, 110 V, hydraulic connections and pump for dual power (steel storage compartment included)	\$ 3,250		
e3	Safety cut off switch	\$ 675		

F	ENHANCED REVERSIBILITY OPTIONS	Price (USD)	Quantity	
f1	Keder for windwalls on downstage roof panels	\$ 350		
f2	Multi-purpose, heavy-duty structural connectors for side overhang rigging beams and lateral banners. FOH pipe sliders included.	\$ 2,160		
f3	Reinforced 6' flybay trusses (b3) with all hinged and articulated components on upstage roof panel (set of 2) - f2* required	\$ 4,300		

Note: Options f1, f2 and f3 need to be selected for full reversibility

H	TRAILER HITCH	Price (USD)	Quantity	
h1	Gooseneck / kingpin for 5th wheel hookup (instead of drawbar with pintle eye)	\$ 2,100		
h2	Gooseneck / 2 5/16" ball hitch hookup (instead of drawbar with pintle eye)	\$ 2,100		
h3	Ball hitch (attachment only)	\$ 1,100		
h4	Drawbar / pintle hitch (in addition to gooseneck)	\$ 2,400		
h5	Hydraulic foldable gooseneck for kingpin or ball hitch (instead of drawbar with pintle eye)	\$ 5,500		
h6	Drawbar / 2 5/16" ball coupler (instead of drawbar with pintle eye)	-		

I	ACCESSORIES	Price (USD)	Quantity	
i1	Aluminum stairway - 7 steps - adjustable - 35" wide - with handrails	\$ 1,500	1	\$ 1,500
i2	Loading ramp / aluminum - 3' x 12'	\$ 1,325		
i3	Underfloor storage for loading ramp	\$ 675		
i4	ADA lift - up to 5' - 600 lb max load - portable - access from all sides	\$ 10,770		
i5	Extension platform (black non-slip) & accessories - 4' x 8'	\$ 990		
i6	Extension platform (black non-slip) & accessories - 4' x 4'	\$ 800		
i7	Guardrail (platform model) / aluminum - 3' 8"	\$ 180		
i8	Guardrail (stage model) / aluminum - 2' 8"	\$ 160		
i9	Guardrail (stage model) / aluminum - 5' 9"	\$ 320		
i10	Guardrail (stage model) / aluminum - 5 x 5' 9" + 2 x 2' 8"	\$ 1,900		
i11	Quick shelter. polyester roof and walls - 8' x 8'	\$ 1,600		
i12	Quick shelter. polyester roof and walls - 10' x 10'	\$ 1,800		
i13	Storage compartment / steel - 14" x 16" x 36"	\$ 775		
i14	Spares kit	\$ 425		
i15	Underfloor storage system for options and accessories	\$ 2,500		
i16	Skids/skids	\$ 6,650		
i17	Aluminum mags - 16" x 6" 8/6.5 bolt pattern	\$ 1,200		

OPTIONS & ACCESSORIES

K TRAILER GRAPHICS		Price (USD)	Quantity
k1	Logo only	TBD	
k2	Full graphic trailer wrap - (2 x (24' 7" x 7' 2") - 2 x (4' 11" x 7'))	\$ 3,675	
Customized scrim* banners - printed graphics - 4 color process			
k3	Rooftop header banner - 24' x 3' 10"	\$ 970	
k4	Rooftop header banner - 37' x 3' 10" - spans lateral banners	\$ 1,390	
k5	Lateral banners - 6' 6" x 15' 9" (Set of 2)	\$ 1,045	
k6	Rear banner - 23' 4" x 12' 11" - installs full size, with or without backdrop <i>*available in vinyl - prices vary</i>	\$ 2,725	
L MISCELLANEOUS		Price (USD)	Quantity
l1	* Black fiberglass	\$ 1,750	
l2	Misc_2	TBD	
<i>* Possible production delay</i>			
Total for Options & Accessories			\$ 14,200

SERVICES		Price (USD)	Quantity
SERVICES			
m1	Trailer shrink wrap	\$ 700	
m2	Transport to Fergus Falls, MN (estimate only)	\$ 4,950	1 \$ 4,950
m2a	Transport to Champlain, NY - includes customs paperwork	\$ 1,200	
m3	Training course - 3 day comprehensive (subject to options chosen) - maximum 4 technicians	\$ 2,440	1 \$ 2,440
m4	Trainer expenses - to, in & from training site (n/a when training given at Stageline)	\$ 3,425	1 \$ 3,425
Total for Services			\$ 10,815

*Prices & specifications subject to change without notice

Stageline SL100 - Sales Quote 2021



Costs related to transportation, training and trainer expenses (travel, accommodation and per diem) not included.
EXW: L'Assomption, Quebec, Canada

Stageline Mobile Stage Inc.
700 Marsolais Street, L'Assomption, Quebec, Canada J5W 2G9

Tel.: (450) 589-1063, Fax: (450) 589-1711
www.stageline.com

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, THE CITY ADMINISTRATOR HAS AUDITED AND THE DEPARTMENTS HAVE APPROVED THE FOLLOWING CLAIMS AGAINST THE CITY OF FERGUS FALLS, AND HAVE CERTIFIED THAT SUCH CLAIMS ARE PROPERLY PAYABLE BY THE SAID CITY, AND THAT THE SAID CITY ADMINISTRATOR HAS VERIFIED SUCH CLAIMS TO BE PAID AND HAS SATISFIED HIMSELF THAT SUCH BILLS AND CLAIMS ARE PROPER CHARGES AGAINST THE CITY OF FERGUS FALLS;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, THAT THE FOLLOWING BILLS AND CLAIMS BE AND THEREBY ARE, ORDERED PAID OUT OF THE FOLLOWING FUNDS:

General

ADMINISTRATOR'S CONTINGENCY FD	'21 LICENSE RENEWAL-CAMPGROUND	416.00
ADMINISTRATOR'S CONTINGENCY FD	'21 LICENSE RENEWAL-FOOD STAND	235.00
ADMINISTRATOR'S CONTINGENCY FD	BLDG PERM 14966 REFUND-DUP PMT	100.00
ADMINISTRATOR'S CONTINGENCY FD	FEB ANALYSIS SERVICE CHARGE	98.03
ADMINISTRATOR'S CONTINGENCY FD	FEBRUARY 2021 INTEREST EARNED	.03-
ADMINISTRATOR'S CONTINGENCY FD	MENS LEAFUE HOCKEY REFUND-TAX	2.14
ADMINISTRATOR'S CONTINGENCY FD	MENS LEAGUE HOCKEY REFUND	426.42
ADMINISTRATOR'S CONTINGENCY FD	MENS LEAGUE HOCKEY REFUND-TAX	31.44
ADMINISTRATOR'S CONTINGENCY FD	STRAW BALES	15.00
SEAN ANDERSON	CLEANING WEEKS OF MAR 1-8	392.92
SEAN ANDERSON	CLEANING WEEKS OF MAR 15-22	410.78
ANDI'S FENCEALL	DOG PARK FENCING DOWN PAYMENT	17,590.14
ANYTIME PLUMBING LLC	REPLACE FLUSH VALVE BY INTERVI	298.00
AVESIS THIRD PARTY ADMIN INC	MARCH/APRIL VISION INSURANCE	13.08
BADGEANDWALLET.COM	JANUARY/HONOR GUARD BADGE #45	93.50
BERGANKDV, LTD	2020 AUDIT EXPENSE	4,493.00
BEYER BODY SHOP, INC.	TOW FORD F150/21007068	125.00
BEYER BODY SHOP, INC.	TOW NISSAN PICKUP/21008103	125.00
A CENTER FOR THE ARTS	2ND QTR 2021 BUDGET ALLOCATION	1,875.00
CHARTER COMMUNICATIONS	CABLE 3/18-4/17	32.97
DAVID CHRISTIANSON	FEB NOISE CANCELING HEADSET	128.84
COMSTOCK CONSTRUCTION INC	ASPHALT SHINGLES CLAIM CP94817	182.00
COMSTOCK CONSTRUCTION INC	PWLC ROOF REPAIR LMC#CP94817	23,126.44
COOPERS TECHNOLOGY GROUP	MARCH/SUPPLIES-PENCILS	4.00
DACOTAH PAPER CO	TISSUE, ROLL TOWEL, CLEANER	379.76
EQUIPMENT FUND	APRIL EQUIPMENT RENT	107,900.91
FASTENAL COMPANY	CB/3/8-16X2.5 Z KEG	13.56
FASTENAL COMPANY	MAR SIGN HARDWARE ORDER	28.08
FASTENAL COMPANY	MAR STREET LIGHT HARDWARE	31.11
FASTENAL COMPANY	UV BLACK CABLE TIES	318.60
FERGUS FALLS FIRE DEPARTMENT	2021 SUPP FIRE AID-SHEA	1,000.00

General

FIRE SAFETY USA, INC	MARCH WILDLAND FIRE BOOT	298.95
GALLS LLC	DELANEY UNIFORM PURCHASE	214.47
GALLS LLC	MATTSON UNIFORM PURCHASE	149.35
GALLS LLC	RENNER UNIFORM PURCHASE	64.79
GOODIN COMPANY	BAT CLOSET FLUSH VALVE	461.12
GRANITE ELECTRONICS	108 RADIO REPAIR	209.35
GREAT PLAINS NATURAL GAS CO	MARCH NATURAL GAS EXPENSE	772.55
GUARDIAN	APRIL DENTAL PREMIUM	3,720.03
DAVID M HARLES JR	2021 SAFETY BOOT REIMBURSEMENT	125.00
HOME DEPOT CREDIT SERVICES	MAR CIELING TILES/GRID CITY	486.73
HOME DEPOT CREDIT SERVICES	MAR CITY HALL BATHROOM PROJECT	59.15
HOME DEPOT CREDIT SERVICES	MAR FIRE PREVENT/STATION TOOLS	107.12
HOME DEPOT CREDIT SERVICES	MAR S VAULT WALL REPAIR MATERI	105.10
HOME DEPOT CREDIT SERVICES	MAR STUCCO PATCH CITY HALL	15.97
HOME DEPOT CREDIT SERVICES	MAR TOTE/CUTTERS TRAFFIC SIGN	45.91
HOME DEPOT CREDIT SERVICES	MARCH 2X4'S, SPRAY PAINT	188.46
HOME DEPOT CREDIT SERVICES	MARCH/FLOWER SEEDS,POTTING MIX	103.86
HOME DEPOT CREDIT SERVICES	MARCH/POTTING SOIL	107.64
INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	235.90
JB ELECTRIC	HALLWAY LIGHT REPAIR	70.00
MIC JOHNSON	2021 SAFETY BOOT REIMBURSEMENT	229.00
KIWANIS CLUB OF OTTER-RISERS	MARCH WEED N FEED	900.00
LAKES AREA TRAILERS	MARCH/UTILITY TRAILER	1,699.50
LAKES COUNTRY SERVICE COOP	FEBRUARY RANDOM DRUG SCREEN	88.50
LAKES COUNTRY SERVICE COOP	JANUARY PRE-EMPLOY DRUG SCREEN	29.50
LOCATORS & SUPPLIES INC	MAR YELLOW BARRICADE LIGHTS	140.00
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	134.20
M-R SIGN COMPANY INC	MAR SIGN/DIE CUT STOCK ORDER	1,568.38
MARCO-FARGO	COPIER CONTRACT 3/15-4/15	355.63
MIDWEST PRINTING COMPANY	MARCH/SELF-INK DEPOSIT STAMPS	40.50
STEVE NELSON	2021 SAFETY BOOT REIMBURSEMENT	180.00
NYCKLEMOE & ELLIG, P.A.	APRIL RETAINER FEE/OFFICE ALLO	6,825.00
O'DAY EQUIPMENT INC	MAR FUEL HOSE	2,337.36
OLSON OIL COMPANY INC	JETA FUEL W/DE-ICER	18,784.82
OTTER TAIL CO. HISTORICAL SOC.	2ND QTR 2021 BUDGET ALLOCATION	2,875.00
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	26,112.99
PEMBERTON LAW, P.L.L.P.	FEBRUARY LEGAL FEES	577.00
PEMBERTON LAW, P.L.L.P.	JANUARY LEGAL FEES	61.50-
POLICE DEPT CONTINGENCY FUND	ESTEP TRAINING FEES	175.00
POLICE DEPT CONTINGENCY FUND	KITZMAN UNIFORM PURCHASE	75.23
POLICE DEPT CONTINGENCY FUND	TRAVEL MEAL/21008865	9.87
POLICE DEPT PETTY CASH	ESTEP TRAVEL MEAL	8.08
PREMIER SPECIALTY VEHICLES	MARCH/R3 CABINETS WATER REPAIR	63.92

General

PRODUCTIVE ALTERNATIVES INC.	2ND QTR 2021 BUDGET ALLOCATION	12,500.00
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	2,337.77
SHERWIN WILLIAMS CO	MAR CREDIT RETURNED PLUS 3/EAS	50.79-
SHERWIN WILLIAMS CO	MAR PAINT/HARDWARE CITY HALL	248.93
SHERWIN WILLIAMS CO	MAR TAPE/ROLLERS CITY HALL BAT	31.88
STENERSON BROTHERS LUMBER CO	MAR CHALK REEL/CHALK (LOGAN)	13.40
STENERSON BROTHERS LUMBER CO	MAR PLYWOOD CITY HALL PROJECT	304.65
STENERSON BROTHERS LUMBER CO	MAR UPSTAIRS BATHROOM PROJECT	214.80
SUNSET LAW ENFORCEMENT LLC	.223 55 GR	1,821.38
SUNSET LAW ENFORCEMENT LLC	.45 230 GR	2,157.60
TWIN CITY SHARPENING INC	SHIPPING	30.41
TWIN CITY SHARPENING INC	ZAMBONI BLADE SHARPENING	55.00
USABLE LIFE	APRIL LIFE INSURANCE	81.40
USABLE LIFE	MARCH LIFE INSURANCE	81.40
WIMACTEL INC	MARCH TELEPHONE EXPENSE	132.00
	F U N D T O T A L	250,535.95

P.A. General

BERGANKDV, LTD	2020 AUDIT EXPENSE	2,513.00
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	3.30
NOVA FIRE PROTECTION, LLC	SEMI-ANNUAL SPRINKLER INSPECTI	135.00
SUMMIT COMPANIES	MONTHLY MONITORING -MAR	32.50
UGSTAD PLUMBING, INC.	APRIL RETAINER FEE	125.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 03/11/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 03/19/21	85.00
	F U N D T O T A L	2,978.80

Regional Treatment Center-City Operated

OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	209.01
	F U N D T O T A L	209.01

Public Library

BAKER & TAYLOR INC	ADULT BOOKS	3,347.65
BAKER & TAYLOR INC	JUVENILE BOOKS	279.77
BAKER & TAYLOR INC	OFFICE SUPPLIES	267.90
VICTOR LUNDEEN COMPANY	OFFICE SUPPLIES	41.76
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	17.88
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	2,559.98
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	263.58
	F U N D T O T A L	6,778.52

Bigwood Event Center

GREAT PLAINS NATURAL GAS CO	MARCH NATURAL GAS EXPENSE	933.14
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	1,746.17
	F U N D T O T A L	2,679.31

T.I. 4-13 River's Edge Investments, LLC

BAKER TILLY MUNICIPAL	TIF 4-13 PLAN/ANALYSIS-DENAWAY	6,480.00
TAFT STETTINIUS HOLLISTER LLP	TIF 4-13 REDEV SHOPKO SITE	12,000.00
	F U N D T O T A L	18,480.00

Capital Improvement

ASTECH ASPHALT SURFACE TECH	PAY ESTIMATE NO. 2	464.99
ASTECH ASPHALT SURFACE TECH	RETAINAGE	2,944.03
BOLTON & MENK INC	UNION AVE MILL & OVERLAY DESIGN	16,000.00
HOISINGTON KOEGLER GROUP INC	FEBRUARY GLACIAL EDGE TRAIL	2,211.25
HOUSTON ENGINEERING INC	PROF SERVICES THRU 2/27/2021	415.50
INTERSTATE ENGINEERING INC.	PROF SERV. 4/12/20-9/19/20	46,853.40
SHENEHON COMPANY	APPRAISAL OF DAIRY PROPERTY	8,500.00
	F U N D T O T A L	77,389.17

Liquor Store

A-1 LOCK & KEY LLC	MARCH/SERVICE CALL-KEYS	49.40
THE AMERICAN BOTTLING COMPANY	MARCH/MIX	359.73
APPRIZE TECHNOLOGY SOLUTIONS	MARCH ADMIN FEE	112.24
ARTISAN BEER COMPANY	MARCH/BEER	2,788.15
ARTISAN BEER COMPANY	MARCH/MIX	120.00
BERGANKDV, LTD	2020 AUDIT EXPENSE	6,386.00
BEVERAGE WHOLESALERS INC	MARCH/BEER	37,136.44
BEVERAGE WHOLESALERS INC	MARCH/BEER CREDIT	505.80-
BEVERAGE WHOLESALERS INC	MARCH/MIX	324.22
BEVERAGE WHOLESALERS INC	MARCH/WINE	300.80
PATRICIA DILLON	MARCH/BASKETS FOR CHAMBER PROG	38.84
BRAUN VENDING INC	MARCH/SUPPLIES-WATER	31.25
BREAKTHRU BEVERAGE MINNESOTA	MARCH/BEER	889.70
BREAKTHRU BEVERAGE MINNESOTA	MARCH/FREIGHT	376.53
BREAKTHRU BEVERAGE MINNESOTA	MARCH/LIQUOR	24,147.74
BREAKTHRU BEVERAGE MINNESOTA	MARCH/MIX	412.23
BREAKTHRU BEVERAGE MINNESOTA	MARCH/WINE	2,022.81
CARLOS CREEK WINERY	MARCH/WINE	1,827.00
CAYAN	MARCH 2021 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	MARCH/MIX	334.30
VIKING COCA-COLA BOTTLING CO	MARCH/MIX CREDIT	7.08-
COOPERS TECHNOLOGY GROUP	MARCH/SCISSORS, PENCIL ERASERS	23.16
COPPER TRAIL BREWING CO	MARCH/BEER	727.32
DCR BREWING CO	MARCH/BEER	77.00
DACOTAH PAPER CO	MAR 17" STD BRUSH AQUASTOP	138.66
DACOTAH PAPER CO	MARCH/SUPPLIES-BAGS	140.19
FERGUS BREWING COMPANY LLC	MARCH/BEER	1,072.80
GREAT PLAINS NATURAL GAS CO	MARCH NATURAL GAS EXPENSE	205.54
H BOYD NELSON INC	MARCH/BEER	53,792.87
H BOYD NELSON INC	MARCH/BEER CREDIT	1,358.60-
H BOYD NELSON INC	MARCH/MIX	97.30
JOHNSON BROTHERS LIQUOR CO	MARCH/FREIGHT	467.96
JOHNSON BROTHERS LIQUOR CO	MARCH/FREIGHT CREDIT	5.76-
JOHNSON BROTHERS LIQUOR CO	MARCH/LIQUOR	10,304.18
JOHNSON BROTHERS LIQUOR CO	MARCH/LIQUOR CREDIT	121.50-
JOHNSON BROTHERS LIQUOR CO	MARCH/MIX	392.40
JOHNSON BROTHERS LIQUOR CO	MARCH/WINE	10,670.82
JOHNSON BROTHERS LIQUOR CO	MARCH/WINE CREDIT	144.43-
VICTOR LUNDEEN COMPANY	MARCH/BLAIR PENS	366.87
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	20.48
MID-CENTRAL ICE LLC	MARCH/ICE	122.00
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	3,403.46
PAUSTIS & SONS	MARCH/LIQUOR	1,560.00

Liquor Store

PAUSTIS & SONS	MARCH/WINE	4,313.00
PEPSI BEVERAGE COMPANY	MARCH/MIX	447.41
PEPSI BEVERAGE COMPANY	MARCH/MIX CREDIT	8.69-
PHILLIPS WINE AND SPIRITS CO	MARCH/FREIGHT	210.35
PHILLIPS WINE AND SPIRITS CO	MARCH/FREIGHT CREDIT	2.98-
PHILLIPS WINE AND SPIRITS CO	MARCH/LIQUOR	13,520.13
PHILLIPS WINE AND SPIRITS CO	MARCH/LIQUOR CREDIT	126.52-
PHILLIPS WINE AND SPIRITS CO	MARCH/MIX	233.00
PHILLIPS WINE AND SPIRITS CO	MARCH/WINE	1,280.60
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	415.16
SMALL LOT WINE	MARCH/FREIGHT	12.00
SMALL LOT WINE	MARCH/WINE	519.96
BLAINE SOLHEIM	MARCH/REPAIR SHEETROCK BY DOOR	1,468.00
SOUTHERN GLAZER'S OF MN	MARCH/FREIGHT	497.79
SOUTHERN GLAZER'S OF MN	MARCH/LIQUOR	24,972.08
SOUTHERN GLAZER'S OF MN	MARCH/WINE	2,747.60
SUMMIT COMPANIES	QUARTERLY MONITORING SERVICE	75.00
WINE MERCHANTS INC	MARCH/FREIGHT	10.43
WINE MERCHANTS INC	MARCH/WINE	800.00
	F U N D T O T A L	210,642.28

Refuse Disposal

APPRIZE TECHNOLOGY SOLUTIONS	MARCH ADMIN FEE	112.23
AUTO VALUE - FERGUS FALLS	MAR NITRILE GLOVES L/XL	49.96
BERGANKDV, LTD	2020 AUDIT EXPENSE	6,180.00
WASTE MANAGEMENT	03/01-03/15/21 PRO SERVICES	2,984.69
EQUIPMENT FUND	APRIL EQUIPMENT RENT	40,231.42
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	16.50
OTTER TAIL COUNTY TREASURER	FEBRUARY TIPPING FEES	71,031.39
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	137.40
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	3,133.26
	F U N D T O T A L	123,876.85

Sewage Treatment

Sewage Treatment

STEPHEN ANDERSON	MARCH TRAINING EXPENSE	73.31
APPRIZE TECHNOLOGY SOLUTIONS	MARCH ADMIN FEE	112.24
BERGANKDV, LTD	2020 AUDIT EXPENSE	3,428.00
WASTE MANAGEMENT	03/01-03/15/21 WASTE DISPOSAL	410.63
EQUIPMENT FUND	APRIL EQUIPMENT RENT	12,843.84
FASTENAL COMPANY	MAR HARDWARE ORDER (NEIL)	73.73
GENERAL REPAIR SERVICE	MAR TR80 IMPELLER	4,272.87
GENESEE & WYOMING RAILROAD SVC	ANNUAL PERMIT L-227556-P	1,385.96
GENESEE & WYOMING RAILROAD SVC	ANNUAL PERMIT OTVR 240393	10,969.18
GRAINGER INC	JULY WATER SUCTION HOSE	278.40
GRAINGER INC	OCT SEWAGE EJECTOR PUMP	1,240.62
GRAINGER INC	SEPT BUOY W/REFLECTIVE TAPE	173.94
GREAT PLAINS NATURAL GAS CO	MARCH NATURAL GAS EXPENSE	1,431.00
LOCATORS & SUPPLIES INC	MAR STREAMLIGHT REPAIR	15.58
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	11.00
DUANE W NIELSEN COMPANY	MAR CALIB.INFLUEN/EFFLUENT	661.38
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	7,674.39
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	570.32
RMB ENVIRONMENTAL LABORATORIES	FEB ANALYSIS	432.00
RMB ENVIRONMENTAL LABORATORIES	MAR ANALYSIS	516.00
RACO MANUFACTURING & ENG CO	05/01/21-05/01/22 CLOUD ALARM	1,815.00
RANGE DATA INC	04/01/21-04/01/2022 CLOUD FEE	2,100.00
SPEE DEE DELIVERY SERVICE INC	MAR SHIPPING	55.02
SUPERIOR CRANE CORP	MAR THERN DAVIT CRANE (WWTP)	995.00
USA BLUEBOOK	MAR BARNES SEWAGE PUMP	2,846.72
USA BLUEBOOK	MAR GLASS FIBER FILTER	100.00
	F U N D T O T A L	54,486.13

Water

A-1 LOCK & KEY LLC	MAR REPLACE #3 SWITCH/KEYS	115.28
APPRIZE TECHNOLOGY SOLUTIONS	MARCH ADMIN FEE	112.24
COSSETTE ELECTRIC LLC	MAR UNHOOK/RECONNECT NEW MOTOR	117.00
EQUIPMENT FUND	APRIL EQUIPMENT RENT	3,956.50
FERGUS HOME & HARDWARE	MAR RESS GAUGE 0-100PSI TRAVIS	12.98
FERGUSON WATERWORKS #2516	FEB 1" V4 R900I USG MACH10 MET	382.97
FERGUSON WATERWORKS #2516	MAR CORRECT SALES TAX ERROR	301.51-
FERGUSON WATERWORKS #2516	MAR PACER NOZZLE SECTION BUSHI	372.77
FERGUSON WATERWORKS #2516	MAR STOCK HYDRANT PARTS ORDER	543.35

Water

FERGUSON WATERWORKS #2516	MAR 1" V4 R900I USG MACH10 MTR	382.97
GENESEE & WYOMING RAILROAD SVC	ANNUAL PERMIT OTVR L83196	342.07
GOIN' POSTAL FERGUS FALLS	MAR POSTAGE	36.36
GREAT PLAINS NATURAL GAS CO	MARCH NATURAL GAS EXPENSE	1,652.78
HACH COMPANY	FEB SULFURIC ACID, CDTA STD	232.55
HAWKINS INC	JAN CHEMICAL METERING PARTS	187.38
HAWKINS INC	JAN CHLORINE	624.00
HOME DEPOT CREDIT SERVICES	MAR HUSKY 10" SPEED WRENCH	25.94
LAKES COUNTRY SERVICE COOP	FEBRUARY RANDOM DRUG SCREEN	88.50
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	16.50
MIDWEST PRINTING COMPANY	MARCH/SELF-INK DEPOSIT STAMPS	81.00
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	5,105.93
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	166.93
	F U N D T O T A L	14,254.49

Storm Water

EQUIPMENT FUND	APRIL EQUIPMENT RENT	8,449.08
GENESEE & WYOMING RAILROAD SVC	ANNUAL PERMIT OTVR 247328	1,779.59
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	135.30
	F U N D T O T A L	10,363.97

Equipment

AMERICAN WELDING & GAS, INC	MAR FACESHIELD/WELD GLOVES/FLA	41.58
AMERICAN WELDING & GAS, INC	MAR FIRESTOP JACKET (BRENT)	22.07
AMERICAN WELDING & GAS, INC	MAR WELDING GUN NOZZLE	19.56
AMERICAN WELDING & GAS, INC	MAR WELDING MASK LENS'	31.91
AMERICAN WELDING & GAS, INC	MAR 1/4" HOSE/FERRULES/NUT	55.13
AUTO VALUE - FERGUS FALLS	MAR CUSTOM MIX PAINT NEW WAYS	49.98
AUTO VALUE - FERGUS FALLS	MAR EXCHANGE SUPREME SHINE FOR	2.00
AUTO VALUE - FERGUS FALLS	MAR FLUID EVACTUATOR (SHOP)	150.99
AUTO VALUE - FERGUS FALLS	MAR FUEL FILTER UNIT 239	36.61
AUTO VALUE - FERGUS FALLS	MAR IN LINE FUSE HOLDER	11.98
AUTO VALUE - FERGUS FALLS	MAR MALE PIPE HYDRAULIC FITTIN	12.38

Equipment

AUTO VALUE - FERGUS FALLS	MAR MARKER LIGHT PIGTAILS/REFL	22.37
AUTO VALUE - FERGUS FALLS	MAR MEGAFLEX HYD HOSE (STOCK)	222.00
AUTO VALUE - FERGUS FALLS	MAR MULTI-USE TRANSFER PUMP	12.99
AUTO VALUE - FERGUS FALLS	MAR OIL FILTER UNIT 2082	4.65
AUTO VALUE - FERGUS FALLS	MAR PUSH/PULL CABLE UNIT 392	9.99
AUTO VALUE - FERGUS FALLS	MAR STOCK OIL FILTERS	84.69
AUTO VALUE - FERGUS FALLS	MAR STOCK ORDER	56.77
AUTO VALUE - FERGUS FALLS	MAR STOCK PARTS ORDER	18.85
AUTO VALUE - FERGUS FALLS	MAR TIRE MACHINE BALL VALVE	154.26
AUTO VALUE - FERGUS FALLS	MAR TUFF STUFF/ARMORALL CLEANER	25.96
AUTO VALUE - FERGUS FALLS	MAR ZIP TIES (SHOP)	18.98
AUTO VALUE - FERGUS FALLS	MAR 1/4" MALE AIR COUPLERS	13.96
AUTO VALUE - FERGUS FALLS	MAR 30/30LS BRAKE CHAMBER U225	55.37
AUTO VALUE - FERGUS FALLS	MAR 7 BLADE TRAILER CONNECTOR	19.98
BUY-MOR PARTS & SERVICE LLC	MAR READ COMPUTER CODES U-225	102.50
CODE 4 SERVICES INC	2095 SETUP	3,318.44
COOPERS TECHNOLOGY GROUP	MAR BUSINESS CARD BINDER PAGE	2.25
DEPT. OF MOTOR VEHICLE	'20 REAR LOAD REFUSE TRUCK 227	6,078.58
DEPT. OF MOTOR VEHICLE	2021 F150 TAX & LICENSE-#62	1,550.32
DEPT. OF MOTOR VEHICLE	2021 TAX & LICENSE #228	6,837.89
ENVIRONMENTAL EQUIP & SERVICES	MAR BLOWER SEAL/CAULKING U-259	117.34
ENVIRONMENTAL EQUIP & SERVICES	MAR DUMP DOOR CYL PIN UNIT 259	89.06
EQUIPMENT FUND	APRIL EQUIPMENT RENT	1,688.67
EQUIPMENT FUND	RECEIPT APRIL EQUIPMENT RENT	175,070.42-
FARGO FREIGHTLINER	MAR HOOD MOUNT MIRROR U-228	57.94
FASTENAL COMPANY	MAR 3 PLY DISP FACE MASKS	27.50
FASTENAL COMPANY	MAR 3/16" COTTER PINS (SHOP)	17.59
GALLAGHER BENEFIT SERVICES INC	MARCH JOB EVALUATION - SHOP	400.00
NAPA AUTO PARTS - FERGUS FALLS	MAR FLOOR DRY SHOP	65.94
HOME DEPOT CREDIT SERVICES	MAR GARDEN HOSE MENDERS (SHOP)	21.12
HOME DEPOT CREDIT SERVICES	MAR 1 GALLON PUMP SPRAYER	19.94
INTERSTATE POWER SYSTEMS INC	MAR TRANS SPEED SENSOR U-226	112.32
LAKES AREA TRAILERS	MARCH/UTILITY TRAILER	1,699.50
LAKES COUNTRY SERVICE COOP	FEB PRE-EMPLOY DRUG SCREEN	29.50
LAKES COUNTRY SERVICE COOP	FEBRUARY RANDOM DRUG SCREEN	29.50
LAKEWAY EXPRESS LLC	MAR NON OXYGEN FUEL UNIT 710	9.13
LITTLE FALLS MACHINE INC.	MAR WING PIN/SLEEVE U-294	45.11
LOCATORS & SUPPLIES INC	MAR BACKRACK/HARDWARE UNIT 62	330.00
LOCATORS & SUPPLIES INC	MAR 1/2" QUICK LINKS (SHOP)	14.40
MII LIFE INCORPORATED	MARCH FLEX/HSA PART FEE	2.89
MACQUEEN EQUIPMENT INC	MAR JOYSTICK CAP/SPRING U-262	43.40
MCMMASTER-CARR SUPPLY CO	MAR MASTER LOCKS 1 1/2" SHACKL	56.82
MCMMASTER-CARR SUPPLY CO	MAR MIRROR LOCK COLLAR/WING KN	26.18

Equipment

MCMASTER-CARR SUPPLY CO	MAR SPEED SQUARES/FLEX TAPE ME	40.44
MIDWEST PRINTING COMPANY	MAR 11X17 CITY MAPS LAMINATED	10.00
NELSON AUTO CENTER	MAR 2021 F150 UNIT 62	23,235.66
OLSON OIL COMPANY INC	MAR RED #1 DIESEL LANDFILL	888.90
OLSON OIL COMPANY INC	MAR RED PREM DIESEL LANDFILL	1,962.85
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	2,134.53
OTTER TAIL TIRE INC	2088 TIRE REPAIR	24.66
POLICE DEPT CONTINGENCY FUND	2076 GAS	36.17
PRODUCTIVITY PLUS ACCOUNT	MAR BUCKET PIVOT PIN/SLEEVE/RO	476.10
PUBLIC UTILITIES DEPARTMENT	MARCH PUBLIC UTILITIES	656.86
R & R SPECIALTIES, INC.	MAR BATT LEVEL SENSOR U-1170	154.90
SWANSTON EQUIPMENT CO	MAR MAIN BROOM CREDIT U-239	457.96-
SWANSTON EQUIPMENT CO	MAR MAIN BROOM UNIT 239	1,373.88
WALLWORK TRUCK CENTER F.F.	MAR STOCK DETROIT FUEL FILTERS	357.66
WALLWORK TRUCK CENTER F.F.	MAR 4"X30' WINCH STRAP W/CHAIN	29.18
	F U N D T O T A L	120,197.75-

Employees Insurance

LAKES COUNTRY SVC COOP	APRIL HEALTH INSURANCE	158,768.00
SUN LIFE FINANCIAL	APRIL LIFE INSURANCE	2,934.50
	F U N D T O T A L	161,702.50

Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	4,259.12
	F U N D T O T A L	4,259.12

PEG Access

BCBS OF MN & BLUE PLUS	APRIL HEALTH INSURANCE	450.76
------------------------	------------------------	--------

PEG Access

BCBS OF MN & BLUE PLUS	JUNE HEALTH INSURANCE	450.76
BCBS OF MN & BLUE PLUS	MAY HEALTH INSURANCE	450.76
CINCINNATI INSURANCE COMPANY	2021 COMMERCIAL PKG INSTALLMT	390.00
CINCINNATI INSURANCE COMPANY	2021 WORKERS' COMP INSTALLMENT	105.00
OTTER TAIL POWER COMPANY	MARCH ELECTRICITY EXPENSE	116.59
SUMMIT COMPANIES	QUARTERLY MONITORING SERVICE	75.00
	F U N D T O T A L	2,038.87

Fergus Falls Convention and Visitor's Bureau, Inc.

ADVENTURE CYCLING ASSOCIATION	FEBRUARY ADVENTURE CYCLIST	312.00
ESULTANTS WEB SERVICES	RENEW 5 DOMAINS	250.00
GREENSPRING MEDIA GROUP	AAA SPRING AD	1,985.00
GREENSPRING MEDIA GROUP	2021 BIKING GUIDE	1,155.00
MORTENSON OUTSOOR SIGN	APRIL BILLBOARD	395.00
MORTENSON OUTSOOR SIGN	FEBRUARY BILLBOARD	395.00
MORTENSON OUTSOOR SIGN	JANUARY BILLBOARD	395.00
MORTENSON OUTSOOR SIGN	MARCH BILLBOARD	395.00
OTTER TAIL POWER COMPANY	DESIGN UTG AD/MEREDITH PUBLISH	44.01
S&G DISTRIBUTING	VISITOR GUIDE DELIVERIES	169.00
SPRINT	MARCH CELL PHONE EXPENSE	263.92
	F U N D T O T A L	5,758.93

T O T A L A L L F U N D S	826,236.15
-------------------------------	------------

BE IT FURTHER RESOLVED, THAT THE CITY ADMINISTRATOR BE, AND HE HEREBY IS AUTHORIZED AND DIRECTED TO DRAW WARRANTS FOR THE ABOVE CLAIMS FROM THE RESPECTIVE FUNDS AS HEREIN INDICATED, AND THAT THE MAYOR AND CITY ADMINISTRATOR BE, AND THEY HEREBY ARE, AUTHORIZED TO EXECUTE AND DELIVER SUCH WARRANTS.

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 05 DAY OF APRIL BY ALDERMAN WHO MOVED ITS ADOPTION, WAS SECONDED BY ALDERMAN AND ADOPTED BY THE FOLLOWING VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

WHEREUPON THE ABOVE RESOLUTION WAS DULY DECLARED ADOPTED.

ATTEST:

APPROVED:

CITY ADMINISTRATOR

MAYOR

4/05/2021

R E S O L U T I O N R E C O R D

A-1 LOCK & KEY LLC	164.68
ADMINISTRATOR'S CONTINGENCY FD	1,324.00
ADVENTURE CYCLING ASSOCIATION	312.00
THE AMERICAN BOTTLING COMPANY	359.73
AMERICAN WELDING & GAS, INC	170.25
SEAN ANDERSON	803.70
STEPHEN ANDERSON	73.31
ANDI'S FENCEALL	17,590.14
ANYTIME PLUMBING LLC	298.00
APPRIZE TECHNOLOGY SOLUTIONS	448.95
ARTISAN BEER COMPANY	2,908.15
ASTECH ASPHALT SURFACE TECH	3,409.02
AUTO VALUE - FERGUS FALLS	1,034.72
AVESIS THIRD PARTY ADMIN INC	13.08
BADGEANDWALLET.COM	93.50
BAKER & TAYLOR INC	3,895.32
BAKER TILLY MUNICIPAL	6,480.00
BUY-MOR PARTS & SERVICE LLC	102.50
BERGANKDV, LTD	23,000.00
BEVERAGE WHOLESALERS INC	37,255.66
BEYER BODY SHOP, INC.	250.00
BCBS OF MN & BLUE PLUS	1,352.28
BOLTON & MENK INC	16,000.00
PATRICIA DILLON	38.84
BRAUN VENDING INC	31.25
BREAKTHRU BEVERAGE MINNESOTA	27,849.01
CARLOS CREEK WINERY	1,827.00
CAYAN	160.74
A CENTER FOR THE ARTS	1,875.00
CHARTER COMMUNICATIONS	32.97
DAVID CHRISTIANSON	128.84
CINCINNATI INSURANCE COMPANY	495.00
VIKING COCA-COLA BOTTLING CO	327.22
CODE 4 SERVICES INC	3,318.44
COMSTOCK CONSTRUCTION INC	23,308.44
COOPERS TECHNOLOGY GROUP	29.41
COPPER TRAIL BREWING CO	727.32
COSSETTE ELECTRIC LLC	117.00
DCR BREWING CO	77.00
DACOTAH PAPER CO	658.61
WASTE MANAGEMENT	3,395.32
TOTAL OTHER VENDORS	181,736.40
DEPT. OF MOTOR VEHICLE	14,466.79
ENVIRONMENTAL EQUIP & SERVICES	206.40

TOTAL OTHER VENDORS	196,409.59
ESULTANTS WEB SERVICES	250.00
FARGO FREIGHTLINER	57.94
FASTENAL COMPANY	510.17
FERGUS BREWING COMPANY LLC	1,072.80
TOTAL OTHER VENDORS	198,300.50
FERGUS FALLS FIRE DEPARTMENT	1,000.00
FERGUS HOME & HARDWARE	12.98
FERGUSON WATERWORKS #2516	1,380.55
FIRE SAFETY USA, INC	298.95
GALLAGHER BENEFIT SERVICES INC	400.00
GALLS LLC	428.61
GENERAL REPAIR SERVICE	4,272.87
NAPA AUTO PARTS - FERGUS FALLS	65.94
GENESEE & WYOMING RAILROAD SVC	14,476.80
GOIN' POSTAL FERGUS FALLS	36.36
GOODIN COMPANY	461.12
GRAINGER INC	1,692.96
GRANITE ELECTRONICS	209.35
GREAT PLAINS NATURAL GAS CO	4,995.01
GREENSPRING MEDIA GROUP	3,140.00
GUARDIAN	3,720.03
H BOYD NELSON INC	52,531.57
HACH COMPANY	232.55
DAVID M HARLES JR	125.00
HAWKINS INC	811.38
HOISINGTON KOEGLER GROUP INC	2,211.25
HOME DEPOT CREDIT SERVICES	1,286.94
HOUSTON ENGINEERING INC	415.50
INNOVATIVE OFFICE SOLUTIONS	235.90
INTERSTATE ENGINEERING INC.	46,853.40
INTERSTATE POWER SYSTEMS INC	112.32
JB ELECTRIC	70.00
JOHNSON BROTHERS LIQUOR CO	21,563.67
MIC JOHNSON	229.00
KIWANIS CLUB OF OTTER-RISERS	900.00
LAKES AREA TRAILERS	3,399.00
LAKES COUNTRY SERVICE COOP	265.50
LAKES COUNTRY SVC COOP	158,768.00
LAKEWAY EXPRESS LLC	9.13
LITTLE FALLS MACHINE INC.	45.11

4/05/2021

R E S O L U T I O N R E C O R D

LOCATORS & SUPPLIES INC	499.98
VICTOR LUNDEEN COMPANY	408.63
MII LIFE INCORPORATED	4,481.87
M-R SIGN COMPANY INC	1,568.38
MACQUEEN EQUIPMENT INC	43.40
MARCO-FARGO	355.63
MCMASTER-CARR SUPPLY CO	123.44
MID-CENTRAL ICE LLC	122.00
MIDWEST PRINTING COMPANY	131.50
MORTENSON OUTSOOR SIGN	1,580.00
NELSON AUTO CENTER	23,235.66
STEVE NELSON	180.00
DUANE W NIELSEN COMPANY	661.38
NOVA FIRE PROTECTION, LLC	135.00
NYCKLEMOE & ELLIG, P.A.	6,825.00
O'DAY EQUIPMENT INC	2,337.36
OLSON OIL COMPANY INC	21,636.57
OTTER TAIL CO. HISTORICAL SOC.	2,875.00

TOTAL OTHER VENDORS 592,158.05

OTTER TAIL COUNTY TREASURER	71,031.39
OTTER TAIL POWER COMPANY	49,379.76
OTTER TAIL TIRE INC	24.66
PAUSTIS & SONS	5,873.00
PEMBERTON LAW, P.L.L.P.	515.50
PEPSI BEVERAGE COMPANY	438.72
PHILLIPS WINE AND SPIRITS CO	15,114.58
POLICE DEPT CONTINGENCY FUND	296.27
POLICE DEPT PETTY CASH	8.08
PREMIER SPECIALTY VEHICLES	63.92
PRODUCTIVE ALTERNATIVES INC.	12,500.00
PRODUCTIVITY PLUS ACCOUNT	476.10
PUBLIC UTILITIES DEPARTMENT	7,543.88
RMB ENVIRONMENTAL LABORATORIES	948.00
R & R SPECIALTIES, INC.	154.90
RACO MANUFACTURING & ENG CO	1,815.00
RANGE DATA INC	2,100.00
S&G DISTRIBUTING	169.00
SHENEHON COMPANY	8,500.00
SHERWIN WILLIAMS CO	230.02
SMALL LOT WINE	531.96
BLAINE SOLHEIM	1,468.00
SOUTHERN GLAZER'S OF MN	28,217.47
SPEE DEE DELIVERY SERVICE INC	55.02
SPRINT	263.92

4/05/2021

R E S O L U T I O N R E C O R D

STENERSON BROTHERS LUMBER CO	532.85
SUMMIT COMPANIES	182.50
SUN LIFE FINANCIAL	2,934.50
SUNSET LAW ENFORCEMENT LLC	3,978.98
SUPERIOR CRANE CORP	995.00
SWANSTON EQUIPMENT CO	915.92
TAFT STETTINIUS HOLLISTER LLP	12,000.00
TWIN CITY SHARPENING INC	85.41
UGSTAD PLUMBING, INC.	295.00
USABLE LIFE	162.80
USA BLUEBOOK	2,946.72
WALLWORK TRUCK CENTER F.F.	386.84
WIMACTEL INC	132.00
WINE MERCHANTS INC	810.43

TOTAL OTHER VENDORS 826,236.15

TOTAL ALL VENDORS 826,236.15