



City Council Agenda
November 15, 2021
5:30 pm in the City Council Chambers

Invocation – Pastor David Foss, Bethel Lutheran Church
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
- F. Petitions and Communications
 - 1. Resolution acknowledging the retirement and 7 years of service from Pat Kava
 - 2. Resolution acknowledging the retirement and 38 years of service from Dave Christianson
 - 3. Fundraising update from Library Foundation
- G. Consent Agenda
 - 1. Motion approving the minutes from the November 1, 2021 City Council open and closed meeting and the November 10, 2021 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution setting the ADA Transition Plan public hearing date for December 6, 2021 and appointing the Senior Engineering Tech and Sidewalk Program Coordinator as the ADA Coordinator for Public Rights of Way
 - 4. Resolution certifying delinquent special assessments
 - 5. Resolution certifying delinquent miscellaneous invoices
 - 6. Resolution approving delinquent utility accounts
- H. Ordinance and Resolutions
 - 1. First reading of Ordinance 20, Eighth Series, Amending the zoning map from R-1 to R-A for Timber Ridge Estates
 - 2. Second reading of Ordinance 19, Eighth Series, Vacation of Campus Addition and Outlot B
 - 3. Resolution initiating PI 9508, the RTC Phase 3 preservation project
 - 4. Resolution extending the property tax rebate program through 2024 to match Otter Tail County's timeline extension
 - 5. Resolution accept preliminary engineering report for Campus View Addition and set the preliminary project hearing for December 20, 2021 at 5:30 pm in the City Council Chambers
- I. Presentation of Claims \$5,092,904.09
- J. Board, Committee and Department Reports

- K. Reports from Staff and Administrative Officers
 - 1. Motion directing the City Attorney to draft changes to City Code Chapter 32: City Organizations
- L. Old Business/Unfinished Business
- M. New Business
- N. Miscellaneous Announcements
 - November 15 5:30 pm City Council meeting
 - November 25 All city offices and facilities closed for Thanksgiving
 - November 26 Most city offices and facilities closed for Thanksgiving
 - December 1 7:00 am Committee of the Whole meeting
 - December 6 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.

RESOLUTION # -2021
RETIREMENT OF PAT KAVA

WHEREAS, Pat Kava has submitted his intent to retire effective December 1, 2021 and,

WHEREAS, Pat began employment at the City of Fergus Falls on May 1, 2014 as a Light Equipment Operator and,

WHEREAS, on April 6, 2020 he transferred to the position of Landfill Equipment Operator and he has remained in this position until the present time,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept his resignation and thank him for his seven years of dedicated service to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on November 15, 2021 by Council Member who moved its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

RESOLUTION # -2021
RETIREMENT OF DAVID CHRISTIANSON

WHEREAS, David Christianson has submitted his intent to retire effective November 30, 2021 and,

WHEREAS, Dave began employment at the City of Fergus Falls on November 8, 1983 as a Refuse Carrier and,

WHEREAS, on July 16, 1985 he transferred to the position of a Light Equipment Operator and,

WHEREAS, on July 12, 1999 Dave took the position of a Heavy Equipment Operator and on July 7, 2014 Dave transferred to the position of Public Works/Refuse Foreman and he has remained in this position until the present time,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept the resignation of David Christianson and thank him for 38 years of dedicated service to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on November 15, 2021 by Council Member _____ who moved its adoption, was seconded by Council Member _____ and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

City Council Minutes
November 1, 2021

The Fergus Falls City Council held a regular meeting on Monday November 1, 2021 at 5:30 pm in the City Council Chambers. Pastor Rich Iverson gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:32 pm and the following council members were in attendance: Fish, Hagberg, Kvamme, Rufer, Thompson, Arneson, and Gustafson. Hicks was absent.

Approval of Agenda

A motion and second were made by Fish and Hagberg approving tonight's agenda as presented and the motion carried.

Public Hearing: Red River Milling Redevelopment Project

Kevin Bartram is seeking Tax Increment Financing to redevelop the historic downtown mill building. Phase I of the project would be a 24 room boutique hotel in 2022 or 2023. Phase II would be the construction of 24 unit multi-family housing units. Mr. Bartram is seeking the creation of a Redevelopment TIF District to provide assistance with the redevelopment of this site. The preliminary cost estimate for Phase I is \$5,250,000. The developer would be utilizing historic tax credits to assist in the redevelopment as well as a \$130,000 grant from the Minnesota Department of Employment and Economic Development (DEED). The DEED grant requires a 50% match from the city which can come from TIF assistance. Doug Green from Baker Tilly reviewed the redevelopment district qualifications, requirements, financing project costs and next steps. The Phase I estimated post development taxable market value is \$3 million and the developer would incur all costs associated with the redevelopment of the project site. The TIF plan would be used for both phases of the proposed project.

The redevelopment district requires 90% of the TIF revenue must be used to reimburse the cost of correcting conditions that allowed the TIF district to be qualified. These costs include acquiring property, demolition, the clearing of land, installation of utilities, roads, sidewalks and parking facilities. The redevelopment TIF district has a maximum term of 26 years and the district will be decertified earlier once the obligations are satisfied. The TIF plan costs total \$3,459,128 which includes the developer reimbursable TIF costs, pay as you go note interest payments and administrative expenses. This will be a pay as you go project meaning the developer pays for the public improvements, is reimbursed by tax increment and the reimbursement is limited to the amount of TIF collected. The city has no obligation in the event of TIF revenue shortfall. The current TIF request for assistance is \$579,000. The projected repayment term for a pay as you go note in the amount of \$579,000 is approximately 15 years if only Phase I (hotel) is constructed. Phase II development could reduce the term further. Tonight the council is being asked to consider approving a resolution to create the TIF district. A development agreement would come before the council at a later date.

The public hearing was opened at 5:42 pm. NeTia Baumann of Greater Fergus Falls spoke on behalf of Kevin Bartram to express his gratitude to the collaboration to bring this property back to life. Bauman was supportive of the redevelopment efforts to take a blighted property and redevelop it into a high profile site which will add to the momentum of the downtown redevelopment. The project will increase the tax base, provide new jobs and provide a tourism amenity. The hearing was closed at 5:45 pm. Mayor Schierer expressed his support for the project and thanked the developer for his vision to

improve the downtown area. Kvamme also was supportive of the project and felt this was a good use of financial incentives to spark more development downtown. Fish offered **Resolution #232-2021** approving the establishment of Tax Increment Financing (Redevelopment) District 4-15 within Development District No. 4 and approving the Tax Increment Financing Plan therefor and authorizing an interfund loan, which was seconded by Rufer and was adopted.

Public Hearing: Dental Specialties Tax Abatement Request

Dental Specialists is a collaboration of orthodontia, pediatric dentistry and oral/maxillofacial surgery services. The developer is proposing the redevelopment of the vacant former Hedahl's building into a multi-tenant facility that would house all of their services in the same location. The project would be completed in early 2022. Redevelopment of the site would require environmental remediation and solid waste hazardous mitigation by eliminating the current onsite septic system and connecting into city utility services. Doug Green of Baker Tilly explained the abatement qualifications, financing costs and next steps for the project. The taxable market value is \$1.4 million and the developer would incur all costs associated with the redevelopment of the project site. Tax abatement when used for economic development purposes are eligible if the city finds there is public interest that would increase or preserve the tax base, provide employment opportunities, redevelop or renew blighted area and provide access to services. Taxing jurisdictions have the choice to participate in the abatement. The City of Fergus Falls and Otter Tail County would both participate in the abatement, while the school district would not. If two or fewer entities participate, the maximum duration of the abatement is 20 years. The current abatement request for the city's participation is \$110,612 collected over 9.5 years where as the county's abatement request is for \$79,857 for the same time period. This would be a pay as you go note where the developer pays for the public improvements, is reimbursed by tax abatement which is limited to the amount of abatement collected and the city has no obligation in the event of TIF revenue shortfall. Tonight the council is being asked to consider approving a resolution to create the tax abatement. A development agreement would come before the council at a later date. The public hearing was opened at 5:53 pm.

NeTia Bauman of Greater Fergus Falls said the incentives for this project will drive development. The tax base will quadruple with a medical facility filling in this vacant former auto parts store. She spoke about the positive impact the dental services will have on the community, the addition of ten higher paying jobs, the increased tax base and private investment of \$2.6 million into the property. After showing this building to numerous prospective buyers, the lack of city utilities has been the main concern and this project would upgrade the infrastructure needs. Tara Kempfer spoke as a business owner and member of Greater Fergus Falls in support of the request as well. She said the expansion of these dental services will not only improve the local services Fergus Falls can provide, but it will bring in people from other towns, which will have a ripple effect on other businesses within the community. Lee Rogness spoke as a County Commissioner, Greater Fergus Falls Board member and on behalf of the Community Development Agency. The county board approved the abatement request as it is a good use of redeveloping an existing building that has stood vacant since 2017. He urged the city to be patient as it will require nine and a half years to see the increased tax base, but said the value of the renovation will be four times the property's current value. The project will retain jobs, add additional high paying jobs, and help complete our community by providing local dental services to our residents. Dr. Jason Swelstad spoke from the patient's perspective who said Fergus Falls is desperate for pediatric and oral surgery care. This proposed project would increase the size and capacity of the community's dental services. Each practice in the proposal facility is unique and won't compete with other dental providers. They are able to participate with insurance many other

providers cannot offer. The orthodontia, pediatric dentistry and oral surgery services that will be now housed under one roof will offer medical services that local residents are currently driving to Fargo, St. Cloud or Brainerd to receive. He said the tax abatement is not a grant, but a way to cover the costs for water and sewer to the building as well as an expansion to their parking lot. The hearing closed at 6:08 pm. Thompson offered [Resolution #233-2021](#) approving the use of tax abatement to incentivize the redevelopment of an existing vacant building by Dental Specialists of Fergus Falls, which was seconded by Arneson and was adopted.

Public Hearing: Housing Rebate Program Tax Abatement

Two applications have been received for the new construction housing tax rebate. A new home will be built at 538 Ann Street next year and construction is underway for the new home at 1765 Shoreview Drive. The housing tax rebate is a rebate of \$5,000 in real estate taxes or up to five years, whichever is met first. A public hearing opened at 6:12 pm. As no one appeared, the hearing was closed. Gustafson offered [Resolution #234-2021](#) approving a tax abatement for the property located at 1765 Shoreview Drive as requested by Kevyn B Heck and Angela Bowman, which was seconded by Hagberg and was adopted. Fish offered [Resolution #235-2021](#) approving a tax abatement for the property located at 538 Ann Street as requested by NCS Homes Inc., which was seconded by Gustafson and was adopted.

Consent Agenda

The following items were approved under [Resolution #236-2021](#) by Hagberg: Motion approving the minutes from the October 18, 2021 City Council meeting, October 18, 2021 work session and the October 27, 2021 Committee of the Whole meeting. Motion approving the following licenses: Excavator (2021) Mark Bergerud; Wine and 3.2% Malt Liquor with Strong Beer Authorization (2022) Northern Aire Lanes; Mechanical (2021) JS Service Inc., Cool Sys Light Commercial Solutions (2022); Demo/Hauler of Building Waste (2022) Big Red Boxes. [Resolution #237-2021](#) initiating PI 9504 and accepting a professional services proposal in the amount of \$10,300. [Resolution #238-2021](#) approving budget adjustments. Motion directing the City Attorney to amend the zoning map from R-1 to R-A for Lots 1 and 2 in Block 2 of Timber Ridge Estates as requested by Otter Tail Power Company. [Resolution #239-2021](#) approving the final plat for Timber Cove Addition as requested by the Fergus Falls Housing and Redevelopment Authority. [Resolution #240-2021](#) accepting Interstate Engineering's professional services proposal for design on PI 5958, Campus View Estates Development in the amount of \$75,000 and ordering the preliminary engineering report. The resolution was seconded by Rufer and was adopted.

Ordinance 19

Ordinance 19, Eighth Series, Vacation of Campus Addition and Outlot B was introduced by Arneson and was declared to have its first reading.

Ordinance 15

After a discussion about fences and boundary lines at last week's Committee of the Whole meeting, staff presented two options for code revisions to City Code Chapter 154. Both options remove the 2 feet setback requirement for fences and states the 50% opacity is the maximum (not minimum) for a front yard fence. Option B requires a verbal agreement between neighbors if a fence is placed on a property line as suggested by the Planning Commission. After answering questions, the council was in consensus to use Option B in the proposed code language. Ordinance 15, Eighth Series, Amending City Code Chapter 154, Yard Regulations and Accessory Buildings was adopted by a roll call vote.

Ordinance 18

Ordinance 18, Eighth Series, Amending the Zoning Map for Shoreview Drive was adopted by a roll call vote.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$1,580,035.20, which was seconded by Hagberg and was adopted.

The council adjourned to a closed meeting at 6:21 pm for threatened litigation as allowed by Minnesota Statutes Section 13D.05, subd. 3(b).

Lynne Olson

DRAFT

November 10, 2021
Committee of the Whole Meeting

The Fergus Falls City Council met as a Committee of the Whole on November 10, 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: Fish, Hagberg, Kvamme, Rufer, Thompson, and Gustafson. Arneson and Hicks were absent.

Credit Card Fees

Bill Sonmor provided an informational update on the city's credit card fees. The city must use a payment card processor as an intermediary to accept credit card payments. The city is currently using two credit card vendors and paying approximately \$240,000 per year in credit card fees. These fees are considered operational expenses covered by either the cost of the retail products or within the utility rates. Cayan is the system used for the liquor store retail transactions. Their \$150,000 annual fee is approximately 2.5% of the total sales. The city is looking at a new point of sale system for the liquor stores in 2023 and would bid out credit card fees at that time. RevTrack is used for utility accounts, the landfill, park and rec program registration, special assessments, fees, fines, permits and other payments. Their annual processing fees of \$90,000 are approximately 3.3% of the total sales. Enterprise fund debit and credit card payments comprise 85% of the RevTrack payments and the fees are evenly split between the refuse, sewer and water funds. Many of our utility customers pay their bills by check or monthly on their credit card. Earlier this year the utility billing department made a push for utility customers to use ACH payments from checking or savings accounts as there are no associated fees. The Finance Department has been considering a move to paperless billing statements in the next few years as another cost savings measure. No action is being requested at this time.

Utility Rate Review

Bill Sonmor presented an analysis of the city's utility rates. Each enterprise fund was reviewed. Refuse Fund: The operational costs of garbage collection continue to rise. The disposal rates from the county are expected to increase 2.5% next year. Staff is recommending a 3% increase in the residential/commercial collection fees and a 2.5% increase in the refuse disposal fees in 2022. Commercial and residential recycling is also a part of the refuse fund. There was an initial drop in the amount of garbage in the waste stream when the single sort recycling program was initiated in 2017. However, operational costs continue to rise. Staff is recommending an 8.3% increase in recycling rates in 2022 which would be an increase of 50 cents per month for residential customers and an increase in commercial rates from \$7.58 per month to \$8.20 per month. Rufer commented on the county's new grant to collect wet food waste from large producers such as Lake Region Healthcare, the School District and retirement communities. Collection of these products and paper towels will be collected and used for compost rather than being hauled to the landfill. It was also noted a second recycling container is available for city residents upon request with no additional fee.

No changes are being recommended to the tree management fee of \$1.50 per month. Disposal rates of demolition debris continue to rise despite recent cost increases. A rate study recommends an increase from \$25 to \$31 per cubic yard to offset the increases the county is proposing in municipal solid waste (MSW) fees. Soft goods (couches, chairs, mattresses) and bypass (treated lumber, furniture, windshields and large plastics) are hauled to Gwinner, ND for proper disposal. Soft good disposal charges have increased due to the addition of a \$24.00 per mattress charge at this facility. The city has been taking measures to offset the hauling costs. Staff is recommending the MSW rates

increase from \$20.00 to \$21.50 per cubic yard. Additionally, soft goods and bypass would be combined and charged per yard rather than per piece which is more reflective of the costs the city incurs. The county has the overall responsibility for waste management. Fergus Falls is the only community within the county that operates a landfill. It was the consensus of the council members to begin a conversation with the county about a regionalization partnership for the landfill. There was an increase in disposal at the landfill in 2020 due to homeowners cleaning and doing more home projects during the pandemic. The levels this year are back in-line with previous years. The refuse fund has a number of capital improvements planned in the next few years including closure of a demo cell and the opening of a new cell in 2028.

Sewer Fund: Staff is recommending no increase in this fund in 2022. A 3% increase will be recommended in later years. Planned capital improvements in this fund include the demolition of the old wastewater treatment plant and street and utility projects on Stanton Avenue, International Drive, and Junius Avenue.

Water Fund: A 3% revenue increase is needed in 2022 as well as 3% increases in subsequent years. The adjustment would be made to both the flat and variable charges. The increases will be necessary to complete the list of capital improvement projects which includes the replacement of the 1914 water reservoir, the repair and reconditioning of the 1953 reservoir No. 2, and the repair and reconditioning of both elevated water towers.

Storm Water: Staff is recommending no changes are made within this fund in 2022.

The average residential city monthly utility bill is currently \$110.91. Utility customers would see a 2.1% increase in their rates with the proposed changes. These changes would be effective for the bills printed at the end of January 2022. A motion and second were made by Rufer and Fish to recommend the council approve the proposed utility rate increases in the city's 2022 budget that will be considered on December 6, 2021 and the motion carried.

Regional Treatment Center Phase 3

There is \$1,714,895.75 remaining in state grant funds from the RTC Phase II demolition project. The funds have not yet been allocated and the deadline to expend the funds is December of 2022. Any work would have to be approved by the state agency who is administering the grant. Brian Yavarow presented two possible RTC Phase 3 mothball and preservation options. Schedule A consists of various work items for the Kirkbride Tower (Building 1), East Detached (Building 23) and West Detached (Building 27). These three buildings would be the base work in the bidding documents if the council elects to proceed in this manner. Proposed work would focus on Building 1: window replacement, mold remediation, reattaching the tower globe, adding a building ventilation system and removal of the main stairway closures. Building 23: replacement of roof shingles. Building 27: replace roof shingles, replace EPDM roofing and repair/replace damaged face brick and store. The total amount of Schedule A is estimated at 1,959,928.36. Schedule B would consist of mostly mold remediation, building ventilation systems, and repair/replacement of broken glass block window units for Buildings 22, 23, 24, 26, 27, 28, 29 and the connecting links. The total estimated cost for this work is \$4,876,815.34. If the council would like to proceed with the work in Schedule A, a price per foot could be determined for the removal of the brick so the project cost would not exceed the available funds. Staff would like to initiate this project as Public Improvement No. 9508 which would allow the city to work with Stantec to refine the professional services agreement. Thompson said he would like to complete the window replacement to curb vandalism and lower the city's liability in the event someone is hurt and he had concerns about roofing repairs on buildings that may be torn down at a later date and about sealing off the buildings and resulting moisture problems. Kvamme felt the

numbers were outdated and needed further refinement. He stated his opinion is to expend the remaining grant dollars on the roof repair/replacement on as many buildings as possible to prevent further water damage. A motion and second were made by Fish and Thompson to recommend the council initiate PI 9508, the RTC Phase 3 preservation project and the motion carried.

ADA Transition Plan

In order to receive federal aid funding, the city must file an approved ADA transition plan for public rights of way. This plan identifies obstacles within the right of way, addresses how and when to fix them and lists the responsible officials. The city upgrades infrastructure to meet the current ADA standards with new and reconstruction projects and street resurfacing projects. MnDOT and federal agencies now require a written plan be in place for the city to receive federal funds for future projects. A public hearing must be held on the transition plan and a city staff member must be appointed as the ADA Coordinator for Public Rights of Way. The Senior Engineering Tech and Sidewalk Program Coordinator was recommended for this position. A motion and second were made by Kvamme and Gustafson to recommend the council set the ADA Transition Plan public hearing date for December 6, 2021 at 5:30 pm in the City Council Chambers and to appoint the Senior Engineering Tech and Sidewalk Program Coordinator as the ADA Coordinator for Public Rights of Way and the motion carried.

Broken Down Dam Update

In September the Heritage Preservation Commission presented a list of the problems of the Broken Down Dam, a city park. They asked if the city could address site enhancement issues prior to next year's 150th Celebration. Len Taylor presented the following solutions to these issues:

Resurfacing the roadway/parking area up to the park entrance: A grader maintains the gravel as needed. The parking area is privately owned.

Railing repairs: Park staff could assist

Debris removal: The ravine in particular has been used as a dump for decades. Clean up work will be conducted as time allows.

Path maintenance: Park staff will regularly "weed eat" the steps.

Removal of downed trees near walking path: Park staff will take care of.

Graffiti removal: the city will cover with gray paint as time permits. The Public Arts Commission could improve graffiti with public artwork.

Signage: Many of the signage requests could be conducted by the HPC or Park Department.

Enhanced picnic area: existing tables will be repaired or replaced and more tables can be added.

Leveling main pathways: Park staff will address this.

Recreation options: the city will explore a designated dock/access for water recreation, however they need to remove dangerous objects below the surface. There is the potential to remove trees to expand the picnic area. Taylor said the city will also need to establish property lines and look at encroachment issues in the area.

In the interest of time, additional items proposed for conversation at this meeting will be discussed at the November 15 council meeting. The meeting adjourned at 8:04 am.

Lynne Olson

FOR COUNCIL MEETING— NOVEMBER 15, 2021

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

Full Liquor- 2022

Zens Steak and Seafood
Fiesta Brava

Tobacco-2022

Fleet Farm (store and convenience store)
Walmart Inc.

3.2% Off Sale Malt Liquor

Walmart Inc.

Paving/Sidewalk – 2021

Relay Construction LLC
Ellingson Trenchless LLC

Mechanical – 2021

Mid States Infloor Heating LLC

Fireworks Display Permit

Over the River Festival, December 4 in Wright Park at dusk

Brewer License, Taproom and Growler-2022

Fergus Brewing Company



Council Action Recommendation

Page 1 of 1

Meeting Date:

November 10, 2021 – Committee of the Whole
November 15, 2021 – City Council

Subject:

City of Fergus Fall's ADA Transition Plan

Recommendation:

- Set the ADA Transition Plan Public Hearing Date for December 6, 2021
- Appoint Senior Engineering Tech. & Sidewalk Program Coordinator as ADA Coordinator – Public Rights of Way

Background/Key Points:

As part of the funding process for potential Federal Aid Projects the City must have on file an approved "ADA Transition Plan" for its public rights of way. This plan identifies obstacles within the public Right of Way, how and when to fix them, and lists the responsible officials.

As a standard practice the City has always upgraded its infrastructure to meet the current ADA standards with every new construction, reconstruction project, and street resurfacing project it completes. However, MnDOT and Federal Agencies are now requiring that a written plan be in place in order for the City to receive Federal Funds for future projects.

The City Council must hold a public hearing on the ADA Transition Plan. I am requesting it be scheduled for the **December 6, 2021** City Council meeting. The Council also needs to appoint a city staff member as "ADA Coordinator – Public Rights of Way". I am recommending the Senior Engineering Tech. & Sidewalk Program Coordinator be appointed to this position.

Budgetary Impact:

General city staff time.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

ADA Transition Plan – Version No. 1

CITY OF FERGUS FALLS

ADA TRANSITION PLAN

Version No. 1

NOVEMBER 2021

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

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CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Introduction

Transition Plan Need and Purpose

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. ADA consists of five titles outlining protections in the following areas:

1. Employment
2. State and local government services
3. Public accommodations
4. Telecommunications
5. Miscellaneous Provisions

Title II of ADA pertains to the programs, activities and services public entities provide. As a provider of public transportation services and programs, the City of Fergus Falls must comply with this section of the Act as it specifically applies to public service agencies. Title II of ADA provides that, "...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity." ([42 USC. Sec. 12132](#); [28 CFR. Sec. 35.130](#))

As required by Title II of [ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150](#), the City of Fergus Falls has conducted a self-evaluation of its facilities within public rights of way and has developed this Transition Plan detailing how the organization will ensure that all of those facilities are accessible to all individuals

ADA and its Relationship to Other Laws

Title II of ADA is companion legislation to two previous federal statutes and regulations: the [Architectural Barriers Acts of 1968](#) and [Section 504 of the Rehabilitation Act](#) of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Agency Requirements

Under Title II, the City of Fergus Falls must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities ([28 C.F.R. Sec. 35.150](#)).
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability ([28 C.F.R. Sec. 35.130 \(a\)](#)).
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result ([28 C.F.R. Sec. 35.130\(b\) \(7\)](#)).
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective ([28 C.F.R. Sec. 35.130\(b\)\(iv\) & \(d\)](#)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others ([29 C.F.R. Sec. 35.160\(a\)](#)).
- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35,106](#)]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

NOTE: This document has been created to specifically cover accessibility within the Public Rights of Way and does not include information on the City's programs, practices, or building facilities not related to Public Rights of Way.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Self-Evaluation

Overview

The City of Fergus Falls is required, under Title II of the Americans with Disabilities Act (ADA) and 28CFR35.105, to perform a self-evaluation of its current transportation infrastructure policies, practices, and programs. This self-evaluation will identify what policies and practices impact accessibility and examine how the City implements these policies. The goal of the self-evaluation is to verify that, in implementing the City's policies and practices, the department is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The self-evaluation also examines the condition of the City's Pedestrian Circulation Route/Pedestrian Access Route) (PCR/PAR) and identifies potential need for PCR/PAR infrastructure improvements. This will include the sidewalks, curb ramps, bicycle/pedestrian trails, traffic control signals and transit facilities that are located within the City rights of way. Any barriers to accessibility identified in the self-evaluation and the remedy to the identified barrier are set out in this transition plan.

Summary

In 2020, the City of Fergus Falls examined its inventory of pedestrian facilities within its public right of way consisting of the evaluation of the following facilities:

- 44.68 miles of sidewalks
- 867 Intersection Quadrants (curb ramps)
- 9.10 miles of Bike Paths (paved trails – pedestrian use allowed)
- 52 traffic control signals (13 Intersections)
- 0 bus stops
- 0.78 miles of Bike Lanes (Signs and pavement markings)
- 8.37 miles of Bikeways (Signs but no pavement markings)

The City of Fergus Falls evaluated their curb ramps on a 1 – 3 rating system. The descriptions of these ratings for the intersection quadrants are as follows:

Curb Ramp Rating 1: Ramp(s) are fully compliant

Curb Ramp Rating 2: Ramp(s) are non-compliant

Curb Ramp Rating 3: No ramp exists at sidewalk and curb intersection

A detailed evaluation on how these facilities relate to ADA standards is found in Appendix A and will be updated periodically.

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Policies and Practices

Previous Practices

Since the adoption of the ADA, the City of Fergus Falls has striven to provide accessible pedestrian features as part of the City's capital improvement projects. As additional information was made available as to the methods of providing accessible pedestrian features, the City updated their procedures to accommodate these methods. The City has constructed its street improvement projects to be compliant with the ADA standards in effect at the time of construction or reconstruction.

Policy

The City of Fergus Falls goal is to continue to provide accessible pedestrian design features as part of the City capital improvement projects. The City has established ADA design standards and procedures as listed in Appendix F. These standards and procedures will be kept up to date with nationwide and local best management practices.

The City will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities. The City will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the City's jurisdiction are ADA compliant to the maximum extent feasible.

Maintenance of public pedestrian facilities within the public right of way will continue to follow the policies set forth by the City. All snow and ice removal from public sidewalks is the responsibility of the owner of the abutting property as is the general maintenance of the sidewalk surface for safety. The City has an established a public sidewalk replacement program to help the property owners by lowering the cost of any necessary work and allowing the remaining cost of such work to be placed on a special assessment. Please refer to the City Code Chapter 5 for more information regarding streets and sidewalks. The City Code can be found on the City's website at www.ci.fergus-falls.mn.us.

Requests for accessibility improvements can be submitted to the City Engineer or Public Works Director. Contact information is located in Appendix E.

Improvement Schedule

Priority Areas

The City of Fergus Falls has identified priority areas for planned accessibility improvement projects. These areas have been selected due to funding availability and their proximity to

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specific land uses such as schools, government offices and medical facilities, as well as from the receipt of public comments. The priority areas are as follows:

- Scheduled / Active Street Projects using Federal or State Funds
- Scheduled / Active Street Projects using City or Grant Funds
- Planned Projects listed in City’s Capital Improvement Program
- Specific requests from the public for accessibility improvements

Additional priority will be given to any location where an improvement project or alteration was constructed after January 26, 1991, and accessibility features were omitted.

External Agency Coordination

Many other agencies are responsible for pedestrian facilities within the jurisdiction of the City of Fergus Falls. The City will coordinate with those agencies to track and assist in the facilitation of the elimination of accessibility barriers along their routes.

Schedule

The City of Fergus Falls has set the following schedule goals for improving the accessibility of its pedestrian facilities within the City jurisdiction:

- After 10 years, 80% of accessibility features within the public right of way jurisdiction identified by City staff would be ADA compliant.
- After 20 years, 90% of accessibility features within the public right of way jurisdiction of the City would be ADA compliant.

ADA Coordinator – Public Rights of Way

The City of Fergus Falls has identified an ADA Title II Coordinator to oversee the City policies and procedures regarding Public Rights of Way. Contact information for this individual is located in Appendix E.

Implementation Schedule

Methodology

The City of Fergus Falls will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The first and most comprehensive of the two methods are the scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method is the stand alone sidewalk and ADA accessibility improvement project. These projects will be incorporated into the Capital Improvement Program (CIP) on a case by case basis as determined by the City of

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Fergus Falls staff. The City CIP, which includes a detailed schedule and budget for specific improvements, is included on Attachment No. 2.

Public Outreach

The City of Fergus Falls recognizes that public participation is an important component in the development of this document. Input from the community has been gathered and used to help define priority areas for improvements within the jurisdiction of the City of Fergus Falls.

Public outreach for the creation of this document consisted of the following activities:

A Public Hearing was held on _____ at the City Council meeting regarding the City's ADA Transition Plan. This document is available in the City Engineer's Office and on the City's website (www.ci.fergus-falls.mn.us)

This document was also available for public comment. A summary of comments received and detailed information regarding the public outreach activities are located in Appendix C.

Grievance Procedure

If users of the City of Fergus Falls facilities and services believe the City has not provided reasonable accommodation, they have the right to file a grievance.

The City has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This grievance procedure is outlined in Appendix D.

Progress Monitoring

This document will continue to be updated as conditions within the City evolve.

The appendices in this document will be updated periodically, while the main body of the document will be updated approximately every 5 years or as necessary. With each main body update, a public comment period will be established to continue the public outreach.

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Appendix A – Self-Evaluation Results

This initial self-evaluation of pedestrian facilities yielded the following results:

- 54% of curb ramps met current accessibility criteria (Ramps with “domes” detectable warning panels)
- 41% of curb ramps met previous accessibility criteria (Ramps without “domes” detectable warning panels)
- 5% intersections with sidewalks did not have any curb ramps
- 8% of traffic control signals had push buttons that are accessible, or had the pedestrian indications on recall
- 0% of traffic control signals had APS (Accessible Pedestrian Signal – WALK phase is in audible or vibrotactile format)

Attachment No. 1: Detailed self-evaluation Maps

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APPENDIX A

INTERSECTION SIDEWALK EVALUATIONS

DATA SHEET

Curb Ramp Rating 1: Ramp(s) are fully compliant for intersection quadrant
Curb Ramp Rating 2: Ramp(s) and/or dropped curbs are non-compliant for intersection quadrant
Curb Ramp Rating 3: No ramp exists at sidewalk and curb intersection

STREET NAME	INTERSECTING STREET	QUADRANT	COMPLIANT YES/NO	RATING	DATE EVALUATED
Adolphus Avenue	Cascade Street	NW	YES	1	12/9/2020
		SW	YES	1	
Adolphus Avenue	Sheridan Street	NW	NO	3	12/9/2020
		NE	YES	1	
Adolphus Avenue	Concord Street	NW	NO	3	
Alcott Avenue (roundabout - 2 pages)	Tower Road	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Clearview Court	SW	YES	1	12/9/2020
Alcott Avenue	Westside Drive	NE	NO	2	12/9/2020
		SE	NO	2	
Alcott Avenue	Martin Street	NE	YES	1	12/9/2020
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Arthur Street	SE	YES	1	12/9/2020
		SW	YES	1	
Alcott Avenue	Fremont Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Calvin Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Oak Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Vine Street	NW	YES	1	12/9/2020

		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Union Avenue	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Court Street	NW	YES	1	12/3/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Mill Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Whitford Street	NW	YES	1	12/3/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Sherman Street	NW	YES	1	12/3/2013
		NE	YES	1	
Alcott Avenue	Sheridan Street	NW	YES	1	12/4/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Alcott Avenue	Arlington Street	NW	YES	1	12/3/2020
		SW	YES	1	
Alcott Avenue	Pebble Lake Road	NE	NO	2	12/3/2020
		SE	NO	2	
Alta Vista Court	Rosemary Avenue	NE	NO	2	3/24/2014
		SE	NO	2	
Bancroft Avenue	Fremont Street	NE	NO	3	11/27/2013
		SE	YES	1	

Bancroft Avenue	Calvin Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Oak Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Vine Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Union Avenue	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Court Street	NW	YES	1	12/4/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Mill Street	NW	YES	1	12/4/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Bancroft Avenue	Sheridan Street	NE	NO	2	12/9/2020
		SE	NO	2	
Beech Avenue	Broadway	NW-S	NO	2	12/10/2020
		NW-E	YES	1	
		SE	YES	1	
		SW	NO	2	
Beech Avenue	Broadway RR X-ing	NW	NO	2	12/10/2020
		SE	NO	2	
Beech Avenue	Vine Street	NW	NO	3	12/10/2020
		NE	YES	1	
		SE	YES	1	

		SW	NO	3	
Beech Avenue	Union Avenue	NW	NO	2	9/11/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Beech Avenue	Park Street	NE	YES	1	3/24/2014
		SE	YES	1	
		SW	YES	1	
Beech Avenue	Ada Avenue	SE	NO	3	3/24/2014
Beech Avenue	Lake Street	NW	YES	1	3/25/2014
		NE	YES	1	
Beech Avenue	Rosemary Avenue	SE	NO	3	3/24/2014
		SW	NO	3	
Beech Avenue	Marien Street	NW	YES	1	3/25/2014
		NE	YES	1	
Beech Avenue	Cleveland Avenue	NW-S	YES	1	3/24/2014
		NW-E	NO	3	
		SE	NO	2	
		SW	YES	1	
Beech Avenue	Northern Avenue	SW	YES	1	3/24/2014
Beech Avenue	Aurdal Avenue	SW	NO	3	3/24/2014
Birch Avenue	Broadway	NW	NO	2	9/8/2014
		SW	NO	2	
Birch Avenue	Oak Street	NE	YES	1	9/8/2014
		SE	YES	1	
Birch Avenue	Vine Street	NW	NO	2	9/8/2014
		NE-W	YES	1	
		NE-S	NO	3	
		SE-N	NO	3	
		SE-W	YES	1	
		SW	NO	2	
Birch Avenue	Union Avenue	NW	NO	2	9/11/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Fourth Avenue	SE	YES	1	3/25/2014
Cavour Avenue	Second Avenue	NW	NO	2	3/25/2014

		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	First Avenue	NW	YES	1	3/25/2014
		NE	YES	1	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Buse Street	NW	NO	2	3/25/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Broadway Avenue	NW	NO	2	3/26/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Oak Street	NW	NO	2	3/26/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	OLV (Mid-block)	N	YES	1	12/16/2020
	150' East of Oak	S	YES	1	
Cavour Avenue	Vine Street	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Cavour Avenue	Union Avenue	NW	NO	2	3/11/2015
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Court Street	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cavour Avenue	Mill Street	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	YES	1	
		SW	NO	2	
Cavour Avenue	Cascade Street (South of RR)	NW	YES	1	12/2/2020
		SE	YES	1	
		SW	YES	1	
Cavour Avenue	Cascade Street	NW	YES	1	12/2/2020

	(North of RR)	NE	YES	1	
	(Includes RR X-ing)	SE	YES	1	
		SW	YES	1	
Cavour Avenue	Whitford Street	NW	NO	2	9/15/2014
		NE	NO	2	
		SE/SW	NO	2	
Cavour Avenue	Friberg Avenue	NW	NO	2	9/15/2014
		NE	NO	2	
		SW	NO	2	
Cavour Avenue	Sheridan Street	NW	NO	2	9/16/2014
		NE	NO	2	
Cavour Avenue	Concord Street	NW	NO	2	9/16/2014
		SW	NO	2	
Cecil Avenue	Lake Side Drive	NE	NO	2	3/24/2014
		SE	NO	2	
Cecil Avenue	Cleveland Avenue	NW	YES	1	3/24/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Cecil Avenue	Northern Avenue	NW	NO	2	3/24/2014
		NE	YES	1	
Cecil Avenue	Aurdal Avenue	NW	YES	1	12/16/2020
		NE	YES	1	
		SW	NO	2	
Cecil Avenue	Friberg Avenue (Ped. Signals)	NW	NO	2	12/16/2020
		NE	NO	2	
Cedar Avenue	Broadway	NE	NO	2	9/11/2014
		SE	NO	2	
Cedar Avenue	Union Avenue	NW	NO	2	9/11/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Cedar Avenue	Park Street	NW	YES	1	12/10/2020
		SE	YES	1	
		SW	YES	1	

Channing Avenue	Oak Street	NW	NO	2	Undated
		NE	NO	2	
Channing Avenue	Vine Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
Channing Avenue	Union Avenue	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Channing Avenue	Court Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	NO	2	
Channing Avenue	Mill Street	NW	YES	1	3/26/2014
		NE	YES	1	
Channing Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Channing Avenue	Whitford Street	NW	NO	2	3/25/2014
		NE	NO	2	
		SW	NO	2	
Channing Avenue	Sherman Street	SW	NO	3	1/5/2021
Channing Avenue	Sheridan Street	NW	NO	2	12/9/2020
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Channing Avenue	Arlington Street	NW	NO	2	12/9/2020
		NE	NO	2	
Channing Avenue	Mabelle Street (Ave.?)	NW	NO	2	12/9/2020
		SE	NO	3	
		SW	NO	3	
Cherry Avenue	Broadway	NE	NO	2	9/11/2014
		SE	NO	2	
Cherry Avenue	Oak Street	NE	NO	3	9/11/2014
Cherry Avenue	Vine Street	NW	NO	2	9/11/2014
		SW	NO	2	
Cherry Avenue	Union Avenue	NW	NO	2	9/11/2014
		NE	NO	2	
		SE	NO	2	

		SW	NO	2	
Cherry Avenue	Park Street	NW	YES	1	12/10/2020
		NE	YES	1	
		SE	YES	1	
Cherry Avenue	Marien Street	SW	NO	3	3/25/2014
Cherry Avenue	Baird Avenue	NW	NO	3	12/10/2020
Church Street	Union Avenue	NE	NO	2	9/15/2014
		SE	NO	2	
Church Street	Lake Side Drive	NW	NO	3	9/15/2014
		SW	NO	2	
Cottage Drive	Oak Street	NW	NO	2	12/11/2020
		NE	NO	2	
		SE	NO	2	
DeLagoon Park Road	Pebble Lake Road	NE	YES	1	12/9/2020
		SE	YES	1	
Douglas Avenue	Oak Street	SW	NO	2	Unknown
Douglas Avenue	Union Avenue	NW	NO	2	Unknown
Douglas Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Douglas Avenue	Sherman Street	NE	NO	3	12/28/2020
Douglas Avenue	Sheridan Street	NW	NO	3	12/28/2020
		SW	NO	3	
Douglas Avenue	Pebble Lake Road	NE	NO	2	12/9/2020
		SE	NO	2	
End Street	Lake Side Drive	SW	NO	2	12/17/2020
Everett Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	

		SE	YES	1	
		SW	YES	1	
Everett Avenue	Sherdian Street	NW	NO	3	
		SW	NO	3	
Fir Avenue	Maryland Lane	SW	YES	1	12/10/2020
Fir Avenue	International Drive	NW	YES	1	12/10/2020
		SW	YES	1	
Fir Avenue	1825 Fir (entrance)	NW	Yes	1	12/10/2020
		SW	YES	1	
Fir Avenue	1801 Fir (N. entrance)	NW	Yes	1	12/9/2020
		SW	YES	1	
Fir Avenue	1801 Fir (S. entrance)	NW	Yes	1	12/9/2020
		SW	YES	1	
Fir Avenue	Tower Road	SE	YES	1	12/9/2020
		SW	YES	1	
Fir Avenue	Broadway	SE	YES	1	12/16/2020
		SW	YES	1	
Fir Avenue	Oak Street	NE	YES	1	12/16/2020
		SE	YES	1	
		SW	YES	1	
Fir Avenue	Union Avenue	NW	YES	1	12/16/2020
		SE	YES	1	
		SW	YES	1	
Fir Avenue	Park Street	NW	YES	1	3/25/2014
Fir Avenue	Linwood Court	NW	YES	1	12/16/2020
		NE	YES	1	
Fir Avenue	Hillcrest Court	NW	YES	1	12/16/2020
		NE	YES	1	
Fir Avenue	Cleveland Avenue	NW	YES	1	12/16/2020
Fir Avenue	Friberg Avenue	SE	YES	1	12/16/2020
		SW	YES	1	
		SW-W	YES	1	
Fir Avenue	Frontage Road	SE	NO	2	12/16/2020
	(West of Sunset Drive)	SW	NO	2	
Fir Avenue (Ft. Rd.)	Lenore Way	NE	NO	2	12/16/2020
Fir Avenue	Water Plant Road	SE	NO	2	12/9/2020
		SW	NO	2	
Fir Avenue	Southview Drive	SE	NO	2	12/9/2020
		SW	NO	2	

Fir Avenue	Lakeview Drive (West Entrance)	SE	NO	2	12/16/2020
		SW	NO	2	
Fir Avenue	Lakeview Drive (East Entrance)	SE	NO	2	12/16/2020
		SW	NO	2	
Fir Avenue	Lakewood Drive	SE	YES	1	12/16/2020
		SW	YES	1	
Fir Avenue	Diversion Drive	SE	NO	2	12/9/2020
		SW	YES	1	
Franklin Avenue	Lake Side Drive	NE	NO	2	3/24/2014
		SE	NO	2	
Franklin Avenue	Cleveland Avenue	NW	YES	1	3/24/2014
		SW	YES	1	
Friberg Avenue	Baird Avenue	NE	YES	1	12/16/2020
		SE	YES	1	
Friberg Avenue	Somerset Road	NE	NO	2	3/24/2014
		SE	NO	2	
Hampden Avenue	Union Avenue (RR X-ing)	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Hampden Avenue	Mill Street	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Hampden Avenue	Cascade Street	NW	YES	1	12/3/2020
		NE	YES	1	
		SE	YES	1	
Hampden Avenue RW	Cascade Street RR Crossing	NW	YES	1	12/3/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Hampden Avenue	Sheridan Street	NW	NO	2	12/3/2020
		SE	NO	2	
		SW	NO	2	
Hampden Avenue	Burlington Avenue	NW	NO	2	12/3/2020

		SE	NO	2	
		SW	YES?	2	
Hampden Avenue	Concord Street	NW	NO	2	12/3/2020
		SE	NO	2	
		SW	NO	2	
Hampden Avenue	Vernon Place	SE	NO	2	12/3/2020
		SW	NO	2	
Hampden Avenue	Peck Street	SW	YES	1	12/3/2020
Hazel Street	Union Avenue	NE	NO	2	12/17/2020
		SE	NO	2	
Hazel Street	Lake Side Drive	NW	NO	2	12/17/2020
		SW	NO	2	
Highland Avenue	Sheridan Street	SE	YES	1	12/16/2020
		SW	YES	1	
Highland Avenue	Burlington Avenue	SE	YES	1	3/24/2014
		SW	YES	1	
Hillside Avenue	Park / Cleveland (Mid-block)	NE	NO	2	12/17/2020
		SW	NO	2	
Hillside Avenue	Cleveland Avenue	NW	YES	1	12/9/2020
		SW	YES	1	
Hilltop Drive	Cascade Street	NW	YES	1	12/9/2020
		SW	YES	1	
Junius Avenue	Union Avenue	NE	NO	2	12/3/2020
		SE	NO	2	
Junius Avenue	Court Street	NW	NO	2	12/3/2020
		NE	YES	1	
		SE	NO	2	
		SW	NO	2	
Junius Avenue	Mill Street	NW	YES	1	12/3/2020
		NE	NO	2	
		SE	NO	2	

		SW	NO	2	
Junius Avenue	Cascade Street	NW	YES	1	12/3/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Junius Avenue	Sherman Street	NW	YES	1	12/3/2020
		NE	YES	1	
Junius Avenue	Sheridan Street	NW	YES	1	12/3/2020
	(Includes RR X-ing)	SW	YES	1	
		SW-N	NO	2	
		SW-S	NO	2	
Junius Avenue	Burlington Avenue	NW	NO	2	12/3/2020
	(Includes RR X-ing)	SE	NO	2	
		SW	NO	2	
Junius Avenue	Concord Street	SW	NO	2	12/3/2020
Kirkbride Blvd.	Union Avenue	NW	NO	2	10/14/2020
		NE	NO	2	
Kirkbride Blvd.	Kirkbride Park	N	NO	2	12/21/2020
	(Island - Parking Lot	S	NO	2	
		S-S	NO	2	
Kirkbride Blvd.	Oak Street	NW	NO	2	12/10/2020
	(350' NE)	SW	NO	2	
Kirkbride Blvd.	Oak Street	NW	NO	2	12/10/2020
		SE	NO	2	
Lake Side Drive	Park Street	NW	NO	2	3/24/2014
		NE-W	NO	2	
		NE-S	NO	3	
Lake Side Drive	Ada Avenue	NW	NO	2	3/24/2014
		NE	NO	2	
Lake Side Drive	Rosemary Avenue	NW	NO	2	3/24/2014
Lake Side Drive	Court Street	SE	YES	1	9/15/2014
		SW	YES	1	
Lake Side Drive	Mill Street	SE	YES	1	12/16/2020
		SW	YES	1	
Lake Side Drive	Cascade Street	SE	YES	1	9/15/2014
		SW	YES	1	
Lake Side Drive	Oakland Place	SE	YES	1	9/15/2014

		SW	YES	1	
Laurel Street	Second Avenue	NE	YES	1	3/25/2014
Laurel Street	First Avenue	NW	YES	1	3/25/2014
		NE	YES	1	
		SE	YES	1	
Laurel Street	Buse Street	NW	NO	2	3/24/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Laurel Street	Broadway	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Laurel Street	Vine Street	NW	NO	2	9/12/2014
		SE	YES	1	
		SW	YES	1	
Laurel Street	Union Avenue	NW	NO	2	9/12/2014
		SW	NO	2	
Lincoln Avenue	Field St./ Mall Ent.	SE	NO	2	12/10/2020
Lincoln Avenue	Crossover-W of Tower	SE	YES	1	12/10/2020
(Frontage Road)		SW	YES	1	
Lincoln Avenue	Tower Road	SE	YES	1	12/2/2020
		SW	YES	1	
Lincoln Avenue	St. Andrews / College Way	NE	YES	1	12/2/2020
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Fourth Avenue	NW	YES	1	12/2/2020
		NE	YES	1	
		SW	YES	1	
Lincoln Avenue	Third Avenue	NE	YES	1	12/2/2020
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Second Avenue	NW	YES	1	12/2/2020
		NE	YES	1	
Lincoln Avenue	First Avenue	NW	YES	1	12/2/2020
		NE	YES	1	
Lincoln Avenue	Buse Street	NW	YES	1	12/2/2020

		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Broadway	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Oak Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Vine Street	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Union Avenue	NW	YES	1	3/11/2015
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Lincoln Avenue	Court Street	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Lincoln Avenue	Mill Street	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Lincoln Avenue	Cascade Street	NW	NO	2	12/2/2020
		NE	YES	1	
		SE	NO	2	
		SW	NO	2	
Lincoln Avenue	Friberg Avenue	NW	NO	2	9/15/2014
	(Includes RR X-ing)	NW-N	NO	2	
		NE	YES	1	
		NE-N	NO	2	
		SE	YES	1	
		SW	NO	2	
Lincoln Avenue	Sherman Street	SE	NO	2	9/16/2014
		SW	YES	1	
Lincoln Avenue	Sherman Street - 180' S (Veterans Park)	W	NO	2	12/21/2020

Linden Street	First Avenue	NE	YES	1	3/25/2014
		SE	YES	1	
		SW	YES	1	
Linden Street	Buse Street	NW	YES	1	3/24/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Linden Street	Broadway	NW	NO	2	9/15/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Linden Street	Oak Street	SW	YES	1	12/27/2020
Maple Avenue	First Avenue	NW	NO	3	12/9/2020
		NE	NO	2	
Maple Avenue	Buse Street	NW	NO	2	9/8/2014
		NE	NO	2	
Maple Avenue	Broadway	NW	NO	2	9/8/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Maple Avenue	Oak Street	NE	YES	1	9/8/2014
Maple Avenue	Vine Street	NW	NO	2	9/8/2014
		NE	YES	1	
		SE	NO	2	
		SW	NO	2	
Maple Avenue	Union Avenue	NW	NO	2	9/11/2014
		SW	NO	2	
May Street	Union Avenue	NW	NO	2	12/16/2020
		NE	NO	2	
		SE	NO	2	
May Street	Lake Side Drive	NW	NO	2	9/15/2014
		SW	NO	2	
Mt. Faith Avenue	Lake Side Drive	NE	NO	3	9/15/2014

		SE	NO	3	
Mt Faith Avenue	Cleveland Avenue (West Leg)	NW	NO	3	12/16/2020
		NE	NO	3	
		SE-N	NO	3	
		SE-W	NO	3	
		SW-N	NO	3	
		SW-E	NO	3	
Mt Faith Avenue	Cleveland Avenue (East Leg)	NW	YES	1	9/15/2014
		NE-W	YES	1	
		NE-S	NO	3	
Mt. Faith Avenue	Friberg Avenue	NW	NO	2	12/16/2020
		NE	NO	2	
		SW	NO	2	
Mt. Faith Avenue	Sheridan Street	NE	NO	2	12/16/2020
Mt. Faith Avenue	Burlington Avenue	NW	YES	1	3/24/2014
		NE	YES	1	
		SE	YES	1	
Mt. Faith Avenue	Lundy's Lane	NW	YES	1	3/24/2014
		NE	YES	1	
Mt. Faith Avenue	Springen Avenue	NW	YES	1	3/24/2014
Orleans Street	Union Avenue	NE	NO	2	12/16/2020
		SE	NO	3	
Orleans Street	Lake Side Drive	NW	NO	3	9/15/2014
		SW	NO	2	
Ottertail Drive	Kennedy Park Road	NE	NO	2	12/10/2020
Ottertail Drive	Lydia Lane	NW	NO	2	12/10/2020
		NE	NO	2	
Ottertail Drive	Laura Lane	NW	NO	2	12/10/2020
		NE	NO	2	
Ottertail Drive	Andrew Drive	NW	NO	2	12/10/2020
		NE	NO	2	
Ottertail Drive	Katherine Lane	NW	NO	2	12/10/2020
		NE	NO	2	
Ottertail Drive	Kristin Court (West entrance)	NW	NO	2	12/10/2020
		NE	NO	2	
Ottertail Drive	Kristin Court (East entrance)	NW	NO	2	12/10/2020
		NE	NO	2	

Ottertail Drive	Lana Court	NW	NO	2	12/10/2020
	(West entrance)	NE	NO	2	
Ottertail Drive	Lana Court	NW	NO	2	12/10/2020
	(East entrance)	NE	NO	2	
Ottertail Drive	Anna Court	NW	YES	1	12/10/2020
		NE	YES	1	
Ottertail Drive	Tower Road	NW	YES	1	12/10/2020
		NE	YES	1	
		SE	YES	1	
Patterson Loop (230' Southeast)	Union Avenue	NE	NO	2	12/21/2020
Patterson Loop (South Entrance)	Union Avenue	NE	NO	2	12/14/2020
		NW	NO	2	
Patterson Loop (South Entrance)	Union Avenue (150' NE)	NW	NO	3	12/17/2020
		NE	NO	3	
Patterson Loop (North Entrance)	Union Avenue (200' East)	NW	NO	2	12/14/2020
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Pebble Lake Golf Drive	Pebble Lake Road	NE	YES	1	12/9/2020
		SE	YES	1	
Pebble Lake Road	Peck Street	NW	NO	2	12/17/2020
		NE	NO	2	
Pebble Shores Drive	Pebble Lake Road	NE	YES	1	12/9/2020
Pebble Shores Drive	East Terminus (to Central Lakes Trail)	E	NO	2	12/10/2020
Prairie Court (180' No.)	Cascade Street	W	YES	1	12/9/2020
Randolph Avenue	Friberg Avenue	NW	NO	2	12/16/2020
		NE	YES	1	

		SE	NO	2	
Randolph Avenue	E. of Friberg (So. Side)	NE	YES	1	12/16/2020
	(School/Arena Entr.)	SE	YES	1	
		SW	YES	1	
Randolph Avenue	E. of Friberg (No. Side)	NW	YES	1	12/16/2020
	(School Entrance)	NE	YES	1	
		SE	NO	3	
Randolph Avenue	E. of Friberg (No. Side)	NW	YES	1	12/16/2020
	(School Bus Entrance)	NE	YES	1	
Randolph Avenue	Burlington Avenue	NE	NO	3	12/16/2020
		SE	NO	3	
Randolph Avenue	E. of Burlington(N Side)	NW	YES	1	12/16/2020
	(School Bus Entrance)	NE	YES	1	
Riverside Avenue	Concord Street	SW	NO	2	9/16/2014
Seventh Avenue	First Avenue	SE	NO	3	9/8/2014
Seventh Avenue	Buse Street	SE	YES	1	9/8/2014
Seventh Avenue	Broadway	NW	YES	1	9/8/2014
		NE	NO	2	
		SE	NO	2	
		SW	YES	1	
Seventh Avenue	Oak Street	NE	NO	3	9/8/2014
Seventh Avenue	Vine Street	NW	NO	2	9/8/2014
		NE	YES	1	
		SE	NO	2	
		SW	YES	1	
Seventh Avenue	Union Avenue	NW	NO	2	9/11/2014
		SW	NO	2	
Shoreview Drive	Pebble Lake Road	NE	YES	1	12/9/2020
		SE	YES	1	
Skogmo Boulevard	Cleveland Avenue	NW	YES	1	12/9/2020
		SW	YES	1	

Spruce Street	First Avenue	SE	YES	1	3/25/2014
Spruce Street	Buse Street	SE	NO	2	3/24/2014
		SW	NO	2	
Spruce Street	Broadway	NW	NO	2	9/15/2014
		NE	YES	1	
		SE	YES	1	
		SW	NO	2	
Spruce Street	Oak St. (Projected) (RR X-ing)	NE	NO	2	12/22/2020
		SE	NO	2	
Spruce Street	Vine Street	NW	NO	2	12/9/2020
		NE	NO	3	
		SE	NO	2	
		SW	NO	2	
Spruce Street	Union Avenue	NW	NO	2	9/12/2014
		SW	NO	2	
St. Charles Avenue	Cascade Street	NW	YES	1	12/9/2020
		SW	YES	1	
Stanton Avenue	Buse Street	NE	NO	2	3/25/2014
Stanton Avenue	Broadway	NW	NO	2	3/26/2014
		NE	NO	2	
Stanton Avenue	Oak Street	NW	YES	1	3/26/2014
		NE	NO	2	
Stanton Avenue	Vine Street	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Stanton Avenue	Union Avenue	NW	NO	2	3/11/2015
		SW	YES	1	
Summit Avenue	Second Avenue	NW	NO	2	3/25/2014
		NE	NO	2	
		SE	YES	1	
		SW	NO	2	
Summit Avenue	First Avenue	NW	YES	1	3/25/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	

Summit Avenue	Buse Street	NW	YES	1	3/25/2014
		NE	YES	1	
		SW	YES	1	
Summit Avenue	Broadway	NW	NO	2	3/26/2014
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Summit Avenue	Oak Street	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Vine Street	NW	YES	1	3/26/2014
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Union Avenue	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Court Street R/W (Includes RR X-ing)	N	YES	1	12/22/2020
		N-E	YES	1	
		S	YES	1	
		S-E	YES	1	
Summit Avenue	Mill Street (Includes RR X-ing)	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SE-S	NO	2	
		SW	YES	1	
		SW-S	NO	2	
Summit Avenue	Cascade Street	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Whitford Street	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Friberg Avenue	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	

Summit Avenue	Sheridan Street	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Summit Avenue	Burlington Avenue	NW	YES	1	12/1/2020
		NE	YES	1	
		SE	YES	1	
Summit Avenue	Concord Street	SW	NO	2	3/24/2014
Tower Road	Otter Tail Valley RR	NE	YES	1	12/10/2020
		SE	YES	1	
Tower Road	East Frontage Road	NE	YES	1	12/10/2020
	(N. of Roundabout)	SE	YES	1	
	West Frontage Road	NE	YES	1	12/10/2020
Tower View Road	Cleveland Avenue	NE	YES	1	12/9/2020
		SE	YES	1	
Trunk Highway 210	Douglas Avenue	NW	NO	2	12/9/2020
		NE	NO	2	
Trunk Highway 210	Pebble Lake Road	NE	YES	1	12/9/2020
		SE	YES	1	
Vasa Avenue	Fremont Street	SE	NO	2	3/10/2015
		SW	NO	2	
Vasa Avenue	Calvin Street	NW	NO	2	3/10/2015
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Vasa Avenue	Oak Street	NW	NO	2	3/10/2015
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	

Vasa Avenue	Vine Street	NW	NO	2	3/10/2015
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Vasa Avenue	Union Avenue	NW	NO	2	3/10/2015
		NE	YES	1	
		SE	YES	1	
Vasa Avenue	Court Street	SW	NO	2	12/9/2020
		NW	YES	1	
		NE	YES	1	
		SE	YES	1	
Vasa Avenue	Mill St. (Vacated - LRH)	W	NO	2	12/21/2020
Vasa Avenue	Cascade Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vasa Avenue	Whitford Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vasa Avenue	Sherman Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vasa Avenue	Sheridan Street	NW	YES	1	12/9/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vasa Avenue	Arlington Street	NW	YES	1	12/3/2020
		NE	YES	1	
		SW	YES	1	
Vasa Avenue	Pebble Lake Road	NE	NO	2	12/3/2020
		SE	NO	2	
Vernon Avenue	Calvin Street	SE	NO	2	3/11/2015
		SW	NO	2	
Vernon Avenue	Oak Street	NW	NO	2	3/11/2015
		NE	YES	1	
		SE	NO	2	

		SW	NO	2	
Vernon Avenue	Vine Street	SE	NO	2	3/11/2015
		SW	NO	2	
Vernon Avenue	Union Avenue	NW	NO	2	3/10/2015
		NE	NO	2	
		SE	NO	2	
		SW	YES	1	
Vernon Avenue	Court Street	NW	YES	1	11/27/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Mill Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Cascade	NW	YES	1	11/27/2013
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Whitford Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Sherman Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Sheridan Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Arlington Street	NW	YES	1	12/2/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Vernon Avenue	Burlington Street	NW	NO	2	11/27/2013
		NE	NO	2	
		SW	NO	2	
Vernon Avenue	Concord Street	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	NO	2	

		SW	NO	2	
View Avenue	Broadway	NE	NO	2	9/11/2014
		SE	NO	2	
Washington Avenue	Union Avenue	NE	NO	2	12/3/2020
		SE	NO	2	
		SW	NO	2	
Washington Avenue	Court Street	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	YES	1	
		SW	NO	2	
Washington Avenue	Mid-block Crossing (City Hall)	N	YES	1	12/17/2020
		S	YES	1	
Washington Avenue	Mill Street	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	NO	2	
		SW	YES	1	
Washington Avenue	Cascade Street	NW	YES	1	12/3/2020
		NE	YES	1	
		SE	YES	1	
		SW	YES	1	
Washington Avenue	Cascade Street Ped. X (220' North)	W	YES	1	12/21/2020
		E	YES	1	
Washington Avenue	Whitford Street	NW	NO	2	12/17/2020
		NE	NO	2	
		SW	NO	2	
Washington Avenue	Sherman Street	NW	NO	2	12/3/2020
		NE	NO	2	
		SE	NO	2	
		SW	NO	2	
Washington Avenue	Sheridan Street	NW	NO	2	12/3/2020
		SE	NO	2	
		SW	NO	2	
Western Avenue	Otter Tail County Bldg.	E	YES	1	12/21/2020
Western Avenue	Tower Road	NE	YES	1	12/10/2020
		SE	YES	1	

Westside Drive	Tower Road & Frontage Roads	NE	YES	1	12/10/2020
		SE	YES	1	
		SE/S	YES	1	
		SW	YES	1	
Westside Drive	East Terminus (River Oaks Landing)	SE	YES	1	12/10/2020
Westside Drive	West Terminus (River Oaks Landing)	SW	YES	1	12/9/2020
Whitcomb Street	Pebble Lake Road	NE	NO	2	12/9/2020
		SE	NO	2	
Woodland Drive	Cleveland Avenue	NW	YES	1	12/9/2020
		NE	YES	1	
		SW	YES	1	
Woodland Drive North	Cleveland Avenue	SE	YES	1	12/9/2020

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Appendix B – Schedule / Budget Information

Cost Information

Unit Prices

Construction costs for upgrading facilities can vary depending on each individual improvement and conditions of each site. Costs can also vary on the type and size of project the improvements are associated with. Listed below are representative 2020 costs for some typical accessibility improvements based on if the improvements are included as part of a retrofit type project, or as part of a larger comprehensive capital improvement project.

Intersection corner ADA improvement retrofit: +/- \$5,000 per corner

Intersection corner ADA improvement as part of adjacent capital project: +/- \$2,000 per corner

Priority Areas

Based on the results of the self-evaluation, the estimate costs associated with eliminating accessibility barriers within the targeted priority areas is as follows:

- Lincoln Avenue: Union to Friberg - \$20,000 (Federal Project 2022)
- Union Avenue: Lincoln to Fir - \$50,000 (Federal Project 2022)
- Broadway: Lincoln to Fir - \$55,000 (Federal Project 2023)

Entire Jurisdiction

Based on the results of the self-evaluation, the estimate costs associated with providing ADA accessibility within the entire jurisdiction is \$925,000. This amount signifies a significant investment that the City of Fergus Falls is committed to making in the upcoming years. A systematic approach to providing accessibility will be taken in order to absorb the cost into the City of Fergus Falls budget for improvements to the public rights of way.

Attachment No. 2: 2022 thru 2026 Capital Improvement Program. Updates located on City website (www.ci.fergus-falls.mn.us)

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix C – Public Outreach

Public outreach actions consisted of the following activities:

ADA Transition Plan discussed at a “Committee of the Whole” public meeting for initial media coverage and introduction to City Council.

A Public Hearing on the ADA Transition Plan Document was held on _____ at the City Council meeting.

This document is available at City Hall as well as on the City website (www.ci.fergus-falls.mn.us)

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Appendix D – Grievance Procedure

As part of the ADA requirements the City has posted the following notice outlining its ADA requirements as it specifically applies to Public Rights of Way:

Public Notice

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990, the City of Fergus Falls will not discriminate against qualified individuals with disabilities on the basis of disability in City services, programs, or activities.

Employment: The City does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

Effective Communication: The City will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the office of the City Administrator as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix D – Grievance Procedure (Continued)

City of Fergus Falls

Grievance Procedure under

the Americans with Disabilities Act for issues within the Public Rights of Way

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA") regarding accessibility issues occurring within the public rights of way under the jurisdiction of the City of Fergus Falls. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Fergus Falls. The City's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint may be filed either in writing or verbally. It should contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Troy Hauge

ADA Coordinator – Public Rights of Way

City Hall – 112 Washington Avenue West

Fergus Falls, MN 56537

Telephone: 218-332-5417

e-mail: troy.hauge@ci.fergus-falls.mn.us

An investigation, as may be appropriate, shall follow a filing of complaint. The investigation shall be commenced by the ADA Coordinator, or the designee of the ADA Coordinator, within ten (10) calendar days following the filing of complaint. The investigation will be informal but thorough, affording all interested persons and their representatives, if any, an opportunity to submit information relevant to such investigation.

A written determination as to the validity of the complaint and a resolution of the complaint, if any, shall be issued by the ADA Coordinator and a written copy mailed to the complainant within thirty (30) calendar days following the filing of the complaint.

The complainant may request a reconsideration of the case determination of the ADA Coordinator in instances where he or she is dissatisfied with the resolution. The request for reconsideration shall be made within ten (10) calendar days following the date the

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix D – Grievance Procedure (Continued)

complainant receives the determination of the ADA Coordinator. The request for reconsideration shall be made to the City Administrator of the City of Fergus Falls. The City Administrator shall review the records of said complaint and may conduct further investigation when necessary to obtain additional relevant information. The City Administrator shall issue his or her decision on the request for reconsideration within twenty (20) calendar days of the filing of the request for reconsideration. A copy of said decision shall be mailed to the complainant.

The complainant may request a reconsideration of the case determination of the City Administrator in instances where he or she is dissatisfied with the decision of the City Administrator. The request for reconsideration should be made within ten (10) calendar days following the date the complainant receives the determination of the City Administrator. The request for reconsideration shall be made to the City Council of the City of Fergus Falls. The City Council shall review the records of said complaint and may conduct further investigation when necessary to obtain additional relevant information and shall issue its decision thereon within thirty (30) calendar days of the filing of the request for reconsideration. A copy of said decision shall be mailed to the complainant. The decision of the City Council is final.

The complainant's right to prompt and equitable resolution of the complaint must not be impaired by his or her pursuit of other remedies, such as the filing of a complaint with the U.S. Department of Justice or any other appropriate federal agency. Furthermore, the filing of a lawsuit in State or Federal District Court can occur at any time. The use of this grievance procedure is not a prerequisite to the pursuit of other remedies.

These rules shall be construed to: 1) protect the substantive rights of interested persons, 2) meet appropriate due process standards, and 3) comply with the ADA and implementing regulations.

The resolution by the City of Fergus Falls of any one grievance does not constitute a precedent upon which the City is bound or upon which other complaining parties may rely.

The City shall maintain ADA grievance files for a period of seven years.

Link to form on City website: www.ci.fergus-falls.mn.us

Attachment No. 3: ADA Accessibility grievance form.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix E – Contact Information

ADA Coordinator – Public Rights of Way

Name: Troy Hauge
Address: City Hall
112 Washington Avenue West
Fergus Falls, MN 56537

Phone: 218-332-5417

E-mail: troy.hauge@ci.fergus-falls.mn.us

City Engineer

Name: Brian Yavarow, P.E.
Address: 112 Washington Avenue West, Fergus Falls, MN 56537

Phone: (218) 332-5413

E-mail: brian.yavarow@ci.fergus-falls.mn.us

Public Works Director

Name: Len Taylor
Address: 112 Washington Avenue West, Fergus Falls, MN 56537

Phone: (218) 332-5418

E-mail: len.taylor@ci.fergus-falls.mn.us

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix F – Agency ADA Design Standards and Procedures

Design Procedures

Intersection Corners

Curb ramps or blended transitions will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for an intersection corner to achieve full accessibility within the scope of any project. Those limitations will be noted and those intersection corners will remain on the transition plan. As future projects or opportunities arise, those intersection corners shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, each intersection corner shall be made as compliant as possible in accordance with the judgment of City staff.

Sidewalks / Trails

Sidewalks and trails will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for segments of sidewalks or trails to achieve full accessibility within the scope of any project. Those limitations will be noted and those segments will remain on the transition plan. As future projects or opportunities arise, those segments shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, every sidewalk or trail shall be made as compliant as possible in accordance with the judgment of City staff.

Traffic Control Signals

Traffic control signals will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for individual traffic control signal locations to achieve full accessibility within the scope of any project. Those limitations will be noted and those locations will remain on the transition plan. As future projects or opportunities arise, those locations shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, each traffic signal control location shall be made as compliant as possible in accordance with the judgment of City staff.

Bus Stops

There are no Bus Stops located within the City of Fergus Falls.

Other Transit Facilities

There are no additional Transit Facilities located within the City of Fergus Falls.

Other policies, practices and programs

Policies, practices and programs not identified in this document will follow the applicable ADA standards.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix F (Continued)

Design Standards

The City of Fergus Falls uses PROWAG, as modified by the Minnesota Department of Transportation (MnDOT), as its design standard. Attached are sheets from MnDOT's Accessibility website that outline in detail the information available on applicable design standards. The website can be accessed at <http://www.dot.state.mn.us/ada/design.html>

Version No. 1

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix G – Glossary of Terms

ABA: See Architectural Barriers Act.

ADA: See Americans with Disabilities Act.

ADA Transition Plan: Mn/DOT's transportation system plan that identifies accessibility needs, the process to fully integrate accessibility improvements into the Statewide Transportation Improvement Program (STIP), and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

ADAAG: See Americans with Disabilities Act Accessibility Guidelines.

Accessible: A facility that provides access to people with disabilities using the design requirements of the ADA.

Accessible Pedestrian Signal (APS): A device that communicates information about the WALK phase in audible and vibrotactile formats.

Alteration: A change to a facility in the public right-of-way that affects or could affect access, circulation, or use. An alteration must not decrease or have the effect of decreasing the accessibility of a facility or an accessible connection to an adjacent building or site.

Americans with Disabilities Act (ADA): The Americans with Disabilities Act; Civil rights legislation passed in 1990 and effective July 1992. The ADA sets design guidelines for accessibility to public facilities, including sidewalks and trails, by individuals with disabilities.

Americans with Disabilities Act Accessibility Guidelines (ADAAG): contains scoping and technical requirements for accessibility to buildings and public facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990.

APS: See Accessible Pedestrian Signal.

Architectural Barriers Act (ABA): Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Bicycle Lanes: An on-street designated preferential space for bicyclists through the use of pavement markings and signs.

Bike Paths / Bikeways: A separated off-street designated path for bicyclists which may also be a shared use path with pedestrians, etc.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix G (Continued)

Capital Improvement Program (CIP): The CIP for the Transportation Department includes an annual capital budget and a five-year plan for funding the new construction and reconstruction projects on the county's transportation system.

Detectable Warning: A surface feature of truncated domes, built in or applied to the walking surface to indicate an upcoming change from pedestrian to vehicular way.

DOJ: See United States Department of Justice

Federal Highway Administration (FHWA): A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

FHWA: See Federal Highway Administration

Pedestrian Access Route (PAR): A continuous and unobstructed walkway within a pedestrian circulation path that provides accessibility.

Pedestrian Circulation Route (PCR): A prepared exterior or interior way of passage provided for pedestrian travel.

PROWAG: An acronym for the *Guidelines for Accessible Public Rights-of-Way* issued in 2005 by the U. S. Access Board. This guidance addresses roadway design practices, slope, and terrain related to pedestrian access to walkways and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking, and other components of public rights-of-way.

Right of Way: A general term denoting land, property, or interest therein, usually in a strip, acquired for the network of streets, sidewalks, and trails creating public pedestrian access within a public entity's jurisdictional limits.

Section 504: The section of the Rehabilitation Act that prohibits discrimination by any program or activity conducted by the federal government.

Uniform Accessibility Standards (UFAS): Accessibility standards that all federal agencies are required to meet; includes scoping and technical specifications.

United States Access Board: An independent federal agency that develops and maintains design criteria for buildings and other improvements, transit vehicles, telecommunications equipment, and electronic and information technology. It also enforces accessibility standards that cover federally funded facilities.

CITY OF FERGUS FALLS – ADA TRANSITION PLAN

Appendix G (Continued)

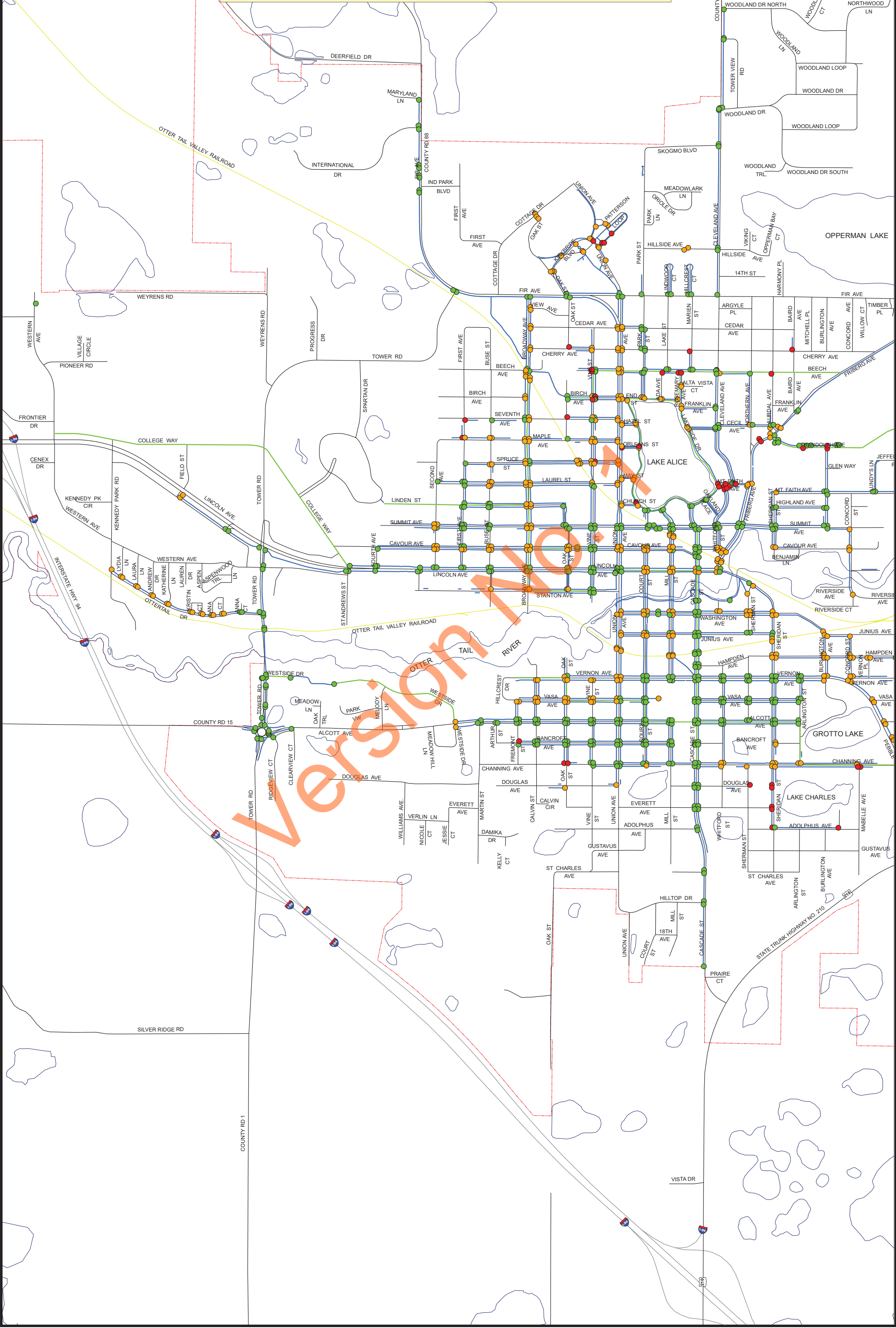
United States Department of Justice (DOJ): The United States Department of Justice (often referred to as the Justice Department or DOJ), is the United States federal executive department responsible for the enforcement of the law and administration of justice.

Version No. 1

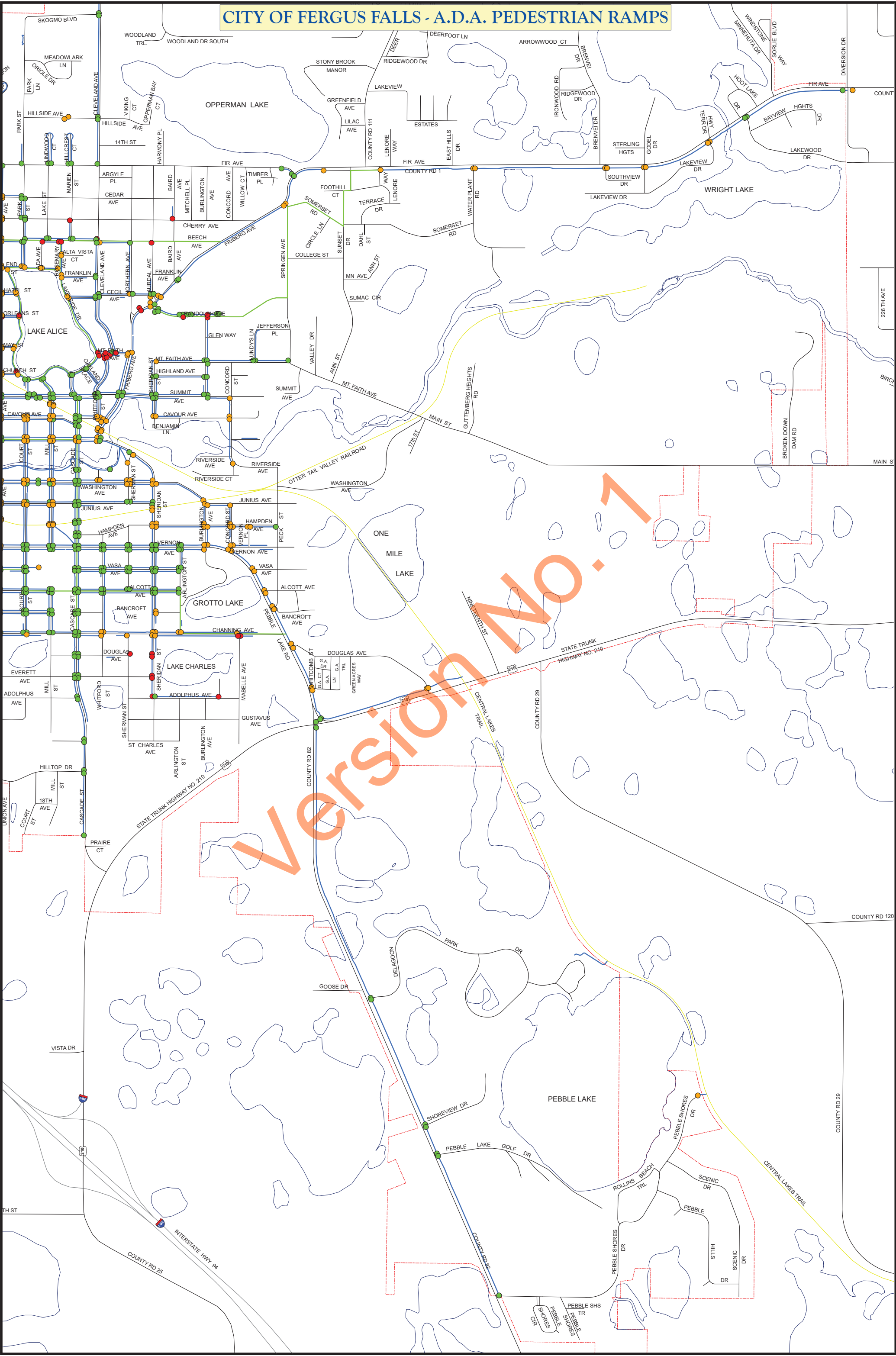
ATTACHMENT NO. 1

Version No. 1

CITY OF FERGUS FALLS - A.D.A. PEDESTRIAN RAMPS



CITY OF FERGUS FALLS - A.D.A. PEDESTRIAN RAMPS



ATTACHMENT NO. 2

Version No. 1

City of Fergus Falls, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Airport Improvements								
Crack Fill Apron Joints	06-AIR-001	n/a		200,000				200,000
<i>General Funds</i>				60,000				60,000
<i>State Airport Funds</i>				140,000				140,000
Terminal Access/Security Improvements (Pilots)	06-AIR-005	n/a				10,000		10,000
<i>General Funds</i>						10,000		10,000
Emergency Power Connection	06-AIR-006	n/a				40,000		40,000
<i>General Funds</i>						10,000		10,000
<i>State Airport Funds</i>						30,000		30,000
Seal Coat 13/31 & Taxiway	06-AIR-008	n/a			250,000			250,000
<i>Federal Entitlement Funds</i>					225,000			225,000
<i>General Funds</i>					25,000			25,000
Tee Hangar Site Preparation	06-AIR-017	n/a					420,000	420,000
<i>Federal Entitlement Funds</i>							298,200	298,200
<i>General Funds</i>							84,000	84,000
<i>State Airport Funds</i>							37,800	37,800
Water Service to SRE Building	16-AIR-035	n/a		20,000				20,000
<i>Water Fund</i>				20,000				20,000
Fuel System Replacement (Jet A/100LL)	21-AIR-037	n/a	600,000					600,000
<i>General Funds</i>			180,000					180,000
<i>State Airport Funds</i>			420,000					420,000
Crack Sealing - Taxiway and RWY	21-AIR-039	n/a		250,000				250,000
<i>Federal Entitlement Funds</i>				225,000				225,000
<i>General Funds</i>				25,000				25,000
AWOS Upgrade and Relocation	22-AIR-038	n/a	70,000					70,000
<i>General Funds</i>			21,000					21,000
<i>State Airport Funds</i>			49,000					49,000
Airport Improvements Total			670,000	470,000	250,000	50,000	420,000	1,860,000
Buildings								
Equipment Wash Bay (Adjacent to PW Facility)	11-BLDG-017	n/a		550,000				550,000
<i>Equipment Fund</i>				550,000				550,000
Complete Fence Perimeter at WTP	16-BLDG-037	n/a		40,000				40,000
<i>Water Fund</i>				40,000				40,000
RTC Preservation Project	19-BLDG-044	n/a	1,700,000					1,700,000
<i>State Grant Funds</i>			1,700,000					1,700,000
Buildings Total			1,700,000	590,000				2,290,000
Equipment								
Annual Allotment - Equipment Replacement (TBD)	08-EQUIP-015	n/a	732,020	753,980	776,600	776,600	776,000	3,815,200
<i>Equipment Fund</i>			732,020	753,980	776,600	776,000	776,000	3,814,600
Equipment Total			732,020	753,980	776,600	776,600	776,000	3,815,200

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Fire Department								
Fire Hall - Replace Concrete Apron <i>General Funds</i>	16-FIRE-020	n/a			80,000 <i>80,000</i>			80,000 <i>80,000</i>
Fire Station No. 1 Rehabilitation <i>Other: Bond Issue</i>	17-FIRE-026	n/a					2,500,000 <i>2,500,000</i>	2,500,000 <i>2,500,000</i>
Fire Hall: Concrete Apron Improvements <i>General Funds</i>	21-FIRE-028	n/a	20,000 <i>20,000</i>					20,000 <i>20,000</i>
Fire Department Total			20,000		80,000		2,500,000	2,600,000
Golf Course								
Stormwater Pond Water Reuse Project <i>Other: To Be Determined</i>	21-GOLF-19	n/a	50,000 <i>50,000</i>					50,000 <i>50,000</i>
Golf Course Total			50,000					50,000
Parking Lots								
Various Other Locations <i>General Funds</i>	06-PKNG-006	n/a			100,000 <i>100,000</i>			100,000 <i>100,000</i>
Downtown Lots (North): Overlay Pavement <i>General Funds</i>	07-PKNG-005	n/a		150,000 <i>150,000</i>				150,000 <i>150,000</i>
Parking Lots Total				150,000	100,000			250,000
Parks								
N.P. Park Playground ADA Surface <i>Liquor Store Revenue Fund</i> <i>Private Organization Funds</i>	12-PARK-061	n/a	675,000 <i>200,000</i> <i>475,000</i>					675,000 <i>200,000</i> <i>475,000</i>
Roosevelt Park Shelter <i>General Funds</i>	12-PARK-065	n/a				60,000 <i>60,000</i>		60,000 <i>60,000</i>
Hannah Park Shoreline Restoration <i>General Funds</i>	16-PARK-069	n/a			50,000 <i>50,000</i>			50,000 <i>50,000</i>
Van Dyk Park Playground Equipment (OTC Museum) <i>General Funds</i>	16-PARK-070	n/a			30,000 <i>30,000</i>			30,000 <i>30,000</i>
DTRF Phase 2 - East Side Splash Park <i>Other: Bond Issue</i> <i>Private Organization Funds</i> <i>State Grant Funds</i>	19-PARK-073	n/a	2,107,500 <i>1,014,500</i> <i>930,000</i> <i>163,000</i>					2,107,500 <i>1,014,500</i> <i>930,000</i> <i>163,000</i>
Parks Total			2,782,500		80,000	60,000		2,922,500
Sales Tax Projects								
Lighting for Ball Fields (DeLagoon) <i>Sales Tax Bond</i>	07-STP-004	n/a		800,000 <i>800,000</i>				800,000 <i>800,000</i>
DeLagoon Restrooms/Concessions (Ball Fields) <i>Sales Tax Bond</i>	19-STP-075	n/a		185,000 <i>185,000</i>				185,000 <i>185,000</i>
DeLagoon Restrooms/Concessions (Soccer Fields) <i>Sales Tax Bond</i>	19-STP-076	n/a		185,000 <i>185,000</i>				185,000 <i>185,000</i>
DeLagoon Park Imp. (Camping/Utilities) <i>Private Organization Funds</i> <i>Sales Tax Bond</i>	21-STP-003	n/a			2,300,000 <i>300,000</i> <i>2,000,000</i>			2,300,000 <i>300,000</i> <i>2,000,000</i>
Aquatic Center <i>Private Organization Funds</i> <i>Sales Tax Bond</i>	21-STP-009	n/a				7,100,000 <i>3,500,000</i> <i>3,600,000</i>		7,100,000 <i>3,500,000</i> <i>3,600,000</i>

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Sales Tax Projects Total				1,170,000	2,300,000	7,100,000		10,570,000
Sanitary Sewer System								
Main St. Lift Station & Trunk Sewer	06-SAN-007	n/a		250,000				250,000
<i>Sewer Fund</i>				150,000				150,000
<i>Special Assessment</i>				100,000				100,000
WWTP Renewal/Replacements	06-SAN-011	n/a	150,000	150,000	150,000	150,000	150,000	750,000
<i>Sewer Fund</i>			150,000	150,000	150,000	150,000	150,000	750,000
Vine Street: Summit to Laurel	06-SAN-013	n/a				150,000		150,000
<i>Sewer Fund</i>						150,000		150,000
Maple Avenue: Buse to Second	07-SAN-017	n/a		100,000				100,000
<i>Sewer Fund</i>				100,000				100,000
Park Street: Fir to Cherry	07-SAN-018	n/a			100,000			100,000
<i>Sewer Fund</i>					100,000			100,000
Hampden Avenue: Cascade to Sheridan	07-SAN-019	n/a					150,000	150,000
<i>Sewer Fund</i>							150,000	150,000
Channing Avenue: Pebble Lake Road to Maybelle	07-SAN-020	n/a			100,000			100,000
<i>Sewer Fund</i>					100,000			100,000
Reconstruction Lake Alice Area - Phase 3A	08-SAN-022	n/a			100,000			100,000
<i>Sewer Fund</i>					100,000			100,000
Annual Allotment: Sewer Line Improvements	08-SAN-024	n/a	200,000	200,000	200,000	200,000	200,000	1,000,000
<i>Sewer Fund</i>			200,000	200,000	200,000	200,000	200,000	1,000,000
"OLD" WWTP- Abatement/Demolition	10-SAN-028	n/a			800,000			800,000
<i>Sewer Fund</i>					800,000			800,000
Junius Avenue: Union to Cascade	13-SAN-031	n/a		400,000				400,000
<i>Sewer Fund</i>				400,000				400,000
Annual Allotment - Sanitary Sewer I&I Reduction	13-SAN-034	n/a	25,000	25,000	25,000	25,000	25,000	125,000
<i>Sewer Fund</i>			25,000	25,000	25,000	25,000	25,000	125,000
Annual Allotment - Sanitary Sewer Televising	13-SAN-035	n/a	15,000	15,000	15,000	15,000	15,000	75,000
<i>Sewer Fund</i>			15,000	15,000	15,000	15,000	15,000	75,000
Lift Sta. No. 6 - Rehabilitation	13-SAN-037	n/a				400,000		400,000
<i>Sewer Fund</i>						400,000		400,000
Stanton Ave. Recon: Union to Broadway	21-SAN-040	n/a	600,000					600,000
<i>Sewer Fund</i>			600,000					600,000
WTP Pavement Resurfacing	21-SAN-041	n/a	120,000					120,000
<i>Sewer Fund</i>			120,000					120,000
International Dr.Ext. - San. w/LS	21-SAN-042	n/a	450,000					450,000
<i>Sewer Fund</i>			450,000					450,000
Summit/Linden/Oak St. Recon	21-SAN-043	n/a	180,000					180,000
<i>Sewer Fund</i>			180,000					180,000
Sanitary Sewer System Total			1,740,000	1,140,000	1,490,000	940,000	540,000	5,850,000

Sidewalk/Bikepath								
CR #111 (CR #1 to Connell Dr.)	06-BIKE-004	n/a					150,000	150,000
<i>General Funds</i>							150,000	150,000
Pebble L. Rd.: TH210 to Pebble S. Dr. Resurface	10-BIKE-009	n/a		100,000				100,000
<i>General Funds</i>				100,000				100,000
Lincoln: Kennedy Park Rd. to Western (Phase 1)	13-BIKE-011	n/a			75,000			75,000
<i>General Funds</i>					50,000			50,000
<i>Special Assessment</i>					25,000			25,000
Lincoln: Kennedy Park Rd. to Field St. (Phase 2)	13-BIKE-012	n/a				100,000		100,000
<i>General Funds</i>						50,000		50,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
<i>Private Organization Funds</i>						50,000		50,000
Safe Routes To School (SRTS) Program	13-BIKE-013	n/a		120,000				120,000
<i>General Funds</i>								20,000
<i>State Grant Funds</i>								100,000
GET - South Segment (TH210 to Veterans Park)	19-BIKE-018	n/a			750,000			750,000
<i>Federal/State/County Grants</i>								750,000
GET - Central Segment (Union to H. Park)	19-BIKE-020	n/a		400,000				400,000
<i>Other: To Be Determined</i>								400,000
Sidewalk/Bikepath Total				620,000	825,000	100,000	150,000	1,695,000
Solid Waste								
Demo Cells - Leachate L.S. & Force Main	16-WASTE-010	n/a			450,000			450,000
<i>Refuse Fund</i>								450,000
Construct Demo Cell Phase 3B	16-WASTE-011	n/a		350,000				350,000
<i>Refuse Fund</i>								350,000
Demo Cell Closure - Phase 3A	16-WASTE-012	n/a		200,000				200,000
<i>Refuse Fund</i>								200,000
Solid Waste Total				550,000	450,000			1,000,000
Storm Water System								
Reconstruction Lake Alice Improvements - Phase 3A	06-STRM-001	n/a			100,000			100,000
<i>Storm Sewer Fund</i>								100,000
Vine Street: Summit to Laurel	06-STRM-012	n/a				200,000		200,000
<i>Storm Sewer Fund</i>								200,000
Annual Allotment - MS4 Improvements	07-STRM-013	n/a	50,000	50,000	50,000	50,000	50,000	250,000
<i>Storm Sewer Fund</i>								250,000
Annual Allotment - Storm Sewer Improvements	12-STRM-021	n/a	100,000	300,000	300,000	300,000	300,000	1,300,000
<i>Storm Sewer Fund</i>								1,300,000
Lake Charles Water Level Control	16-STRM-026	n/a			75,000			75,000
<i>Storm Sewer Fund</i>								75,000
Junius Avenue: Union to Cascade St.	16-STRM-027	n/a		250,000				250,000
<i>Storm Sewer Fund</i>								250,000
Summit/Linden/Oak St. - Recon.	21-STM-030	n/a	150,000					150,000
<i>Storm Sewer Fund</i>								150,000
International Dr. Ext. - Storm Sewer	21-STRM-029	n/a	300,000					300,000
<i>Storm Sewer Fund</i>								300,000
Storm Water System Total			600,000	600,000	525,000	550,000	350,000	2,625,000
Streets								
Junius Avenue: Union to Cascade	06-STR-001	n/a		400,000				400,000
<i>Other: Bond Issue</i>								320,000
<i>Special Assessment</i>								80,000
Second Avenue North (Spruce to Tower Rd.)	06-STR-008	n/a			250,000			250,000
<i>Municipal State Aid</i>								200,000
<i>Special Assessment</i>								50,000
Replace Main St. Bridge over OTR	06-STR-033	n/a			900,000			900,000
<i>General Funds</i>								450,000
<i>State Transportation Funds</i>								450,000
Vine St. (Summit to Laurel)	06-STR-037	n/a				250,000		250,000
<i>Special Assessment</i>								250,000
Hampden: Cascade to Sheridan	07-STR-038	n/a	250,000					250,000
<i>Other: To Be Determined</i>								150,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
<i>Special Assessment</i>			100,000					100,000
Union: Alcott to Douglas	08-STR-042	n/a			450,000			450,000
<i>Municipal State Aid</i>					450,000			450,000
Lincoln Frontage Roads - Mall Area	13-STR-053	n/a			250,000			250,000
<i>Other: To Be Determined</i>					250,000			250,000
Bridge Rehab: Union over Railroad	13-STR-054	n/a		900,000				900,000
<i>Municipal State Aid</i>				200,000				200,000
<i>State Grant Funds</i>				700,000				700,000
Water Plant Road - Fir Ave. thru WTP Parking Area	16-STR-056	n/a			250,000			250,000
<i>General Funds</i>					250,000			250,000
Union Ave: Lincoln to Fir Resurfacing (STIP)	19-STR-057	n/a	1,200,000					1,200,000
<i>Federal STIP</i>			800,000					800,000
<i>Municipal State Aid</i>			400,000					400,000
Stanton Ave. Recon: Union to Broadway	21-STR-058	n/a	600,000					600,000
<i>Municipal State Aid</i>			600,000					600,000
Broadway Ave. Resurfacing: Fir to Lincoln (STIP)	21-STR-059	n/a		900,000				900,000
<i>Federal STIP</i>				720,000				720,000
<i>Municipal State Aid</i>				180,000				180,000
International Dr. Ext. - Street	21-STR-061	n/a	600,000					600,000
<i>Other: Bond Issue</i>			600,000					600,000
Summit/Linden/Oak St. - Recon.	21-STR-062	n/a	250,000					250,000
<i>Other: Bond Issue</i>			250,000					250,000
Streets Total			2,900,000	2,200,000	2,100,000	250,000		7,450,000

Water System

Annual Allotment - Upgrade 4" WM to 6" WM min.	06-WAT-001	n/a	50,000	50,000	50,000	50,000	50,000	250,000
<i>Water Fund</i>			50,000	50,000	50,000	50,000	50,000	250,000
Loop Connection: Meadowlark - Cleveland (6 to 12")	06-WAT-007	n/a		25,000				25,000
<i>Water Fund</i>				25,000				25,000
Water Plant Rehabilitation	06-WAT-009	n/a	250,000	250,000	250,000	250,000	250,000	1,250,000
<i>Water Fund</i>			250,000	250,000	250,000	250,000	250,000	1,250,000
1.5 MG Elevated Tank (Progress Dr.) Assessment	06-WAT-011	n/a				40,000		40,000
<i>Water Fund</i>						40,000		40,000
Vine St. (Summit to Laurel)	06-WAT-017	n/a				100,000		100,000
<i>Water Fund</i>						100,000		100,000
Annual Allotment - Water Line Improvements	08-WAT-037	n/a	150,000	150,000	150,000	150,000	150,000	750,000
<i>Water Fund</i>			150,000	150,000	150,000	150,000	150,000	750,000
Junius: Union to Cascade	11-WAT-040	n/a		250,000				250,000
<i>Water Fund</i>				250,000				250,000
Lime Sludge Lagoon Maintenance	16-WAT-047	n/a		50,000				50,000
<i>Water Fund</i>				50,000				50,000
Hampden: Cascade to Sheridan	16-WAT-048	n/a					100,000	100,000
<i>Water Fund</i>							100,000	100,000
0.5 MG El. Water Tank - Int./Ext. Coating Repairs	19-WAT-050	n/a	750,000					750,000
<i>Water Fund</i>			750,000					750,000
0.75 MG Ground Lv. Storage Tank Replacement	19-WAT-051	n/a		1,600,000				1,600,000
<i>Water Fund</i>				1,600,000				1,600,000
Stanton Ave. Recon: Union to Broadway	21-WAT-055	n/a	350,000					350,000
<i>Water Fund</i>			350,000					350,000
WTP Access Road Replacement	21-WAT-057	n/a	90,000					90,000
<i>Water Fund</i>			90,000					90,000
Phase 2 Intake Imp.	21-WAT-058	n/a					300,000	300,000
<i>Water Fund</i>							300,000	300,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Municipal Well: Additional <i>Water Fund</i>	21-WAT-059	n/a				400,000		400,000
						400,000		400,000
International Dr. Ext. - Watermain <i>Water Fund</i>	21-WAT-060	n/a	400,000					400,000
			400,000					400,000
Summit/Linden/Oak St. - Recon. <i>Water Fund</i>	21-WAT-061	n/a	180,000					180,000
			180,000					180,000
Water Plant Assessment <i>Water Fund</i>	21-WAT-063	n/a	80,000					80,000
			80,000					80,000
Douglas Ave. Watermain Extension <i>Financial Assurance Fund (Landfill)</i> <i>Water Fund</i>	22-WAT-056	n/a	380,000					380,000
			65,000					65,000
			315,000					315,000
Water System Total			2,680,000	2,375,000	450,000	990,000	850,000	7,345,000
GRAND TOTAL			13,874,520	10,618,980	9,426,600	10,816,600	5,586,000	50,322,700

Version No. 1

ATTACHMENT NO. 3

Version No. 1

Report a Concern

Full Name

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Title</i>	<i>First Name</i>	<i>M.I.</i>	<i>Last Name</i>	<i>Suffix</i>

Full Address

<input type="text"/>	
<i>Street Number and Name</i>	
<input type="text"/>	
<i>Unit Number</i>	
<input type="text"/>	<input type="text"/>
<i>City</i>	<i>State/Province/Region</i>
<input type="text"/>	<input type="text"/>
<i>Postal//ZIP Code</i>	<i>Country</i>

Phone

<input type="text" value="() - -"/>	ext. <input type="text"/>
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Email

Single Dropdown

Please describe your concern.

500 characters

Version No. 1

Where is this problem occurring?

500 characters

Attachment ?

BROWSE...

CLEAR

Maximum size allowed: 5 MB

Allowed types: .gif, .jpg, .jpeg, .png, .doc, .docx, .xls, .xlsx, .rtf, .pdf, .txt

Review

Submit

Version No. 1

Parcel	Owner Name/Address	Amount Certified	Local
71001500095013	JENSEN FAMILY TST 36309 AUGUSTANA DR BATTLE LAKE MN 565159361	334.31	9
71001500095013	JENSEN FAMILY TST 36309 AUGUSTANA DR BATTLE LAKE MN 565159361	385.45	55
71001500095014	ALT FAMILY REV LIV TST 3820 PEBBLE HILLS DR FERGUS FALLS MN 565374225	651.01	9
71001500095014	ALT FAMILY REV LIV TST 3820 PEBBLE HILLS DR FERGUS FALLS MN 565374225	571.36	55
71001990095015	STEPHEN A & SARAH E MOLINE 1827 PEBBLE LAKE GOLF DR FERGUS FALLS MN 565378526	2,814.17	55
71001990412000	ANDREW R AUCK 224 E ALCOTT AVE FERGUS FALLS MN 565372905	590.05	55
71001990922000	JEFFREY C & DEBORAH L ZACHMANN 1411 S MILL ST FERGUS FALLS MN 565373414	1,937.81	9

Parcel	Owner Name/Address	Amount Certified	Local
71001991025000	BRYON BILLMAN & S PIIRAINEN 3310 ROLLINS BEACH TRL FERGUS FALLS MN 565374216	705.81	9
71001991027000	PAUL S & SARAH B JENSEN 38248 ELDORADO BEACH RD BATTLE LAKE MN 565159333	864.52	55
71002500004076	KRISTIFOR R & ROBIN S WERNER 1016 STONY BROOK MNR FERGUS FALLS MN 565374414	462.72	55
71002500005000	KEVIN RAY SHUCK 1722 COUNTY HIGHWAY 111 FERGUS FALLS MN 565374408	388.65	55
71002500026000	G & S HOLDINGS LLC ATTN PLUMBERS INC 1504 PEBBLE LAKE RD FERGUS FALLS MN 565373857	573.61	55
71002500036002	G & S HOLDINGS LLC ATTN PLUMBERS INC 1504 PEBBLE LAKE RD FERGUS FALLS MN 565373857	103.42	5
71002500093001	RENN D JR & DANA L MCCLAF LIN 1040 E MOUNT FAITH AVE FERGUS FALLS MN 565372331	714.31	9

Parcel	Owner Name/Address	Amount Certified	Local
71002500104000	LIZA & QUINTEN ULSCHMID 1002 E MOUNT FAITH AVE FERGUS FALLS MN 565372331	645.81	9
71002990159000	FLOWINGBROOK MINISTRIES INC PO BOX 7154 SEBRING FL 338720103	845.85	19
71002990267000	CARL J & KRISTA D W ZACHMANN 941 N ROSEMARY AVE FERGUS FALLS MN 565371461	190.46	55
71002990530000	RONALD A & DIANNE SOLIAH 614 N CLEVELAND AVE FERGUS FALLS MN 565371422	86.79	5
71002990532000	ETHEL M MACHEEL 620 N CLEVELAND AVE FERGUS FALLS MN 565371422	64.87	5
71002990718000	MICAH & ELIZABETH FOURNIER 719 N CLEVELAND AVE FERGUS FALLS MN 565371423	491.28	55
71002990719000	FRANK ROBLES 715 N CLEVELAND AVE FERGUS FALLS MN 565371423	64.87	5

Parcel	Owner Name/Address	Amount Certified	Local
71002990719000	FRANK ROBLES	526.99	55
	715 N CLEVELAND AVE FERGUS FALLS		
	MN 565371423		
71002990736000	BRETT & DEBROAH HAUGEN	72.52	5
	615 N CLEVELAND AVE FERGUS FALLS		
	MN 565371421		
71002990779000	COURTNEY LEMASTERS	73.18	55
	315 2ND ST NE WADENA		
	MN 564821326		
71002990784000	SCOTT C GUNVALDSON	126.84	55
	317 N CASCADE ST FERGUS FALLS		
	MN 565372210		
71002990785000	JEREMY & AMBER KRAFNICK	126.84	55
	313 N CASCADE ST FERGUS FALLS		
	MN 565372210		
71002990803000	BRIAN K & STACY A BECK	26.83	55
	230 S LAKESIDE DR FERGUS FALLS		
	MN 565372263		
71002990843000	DAVID D THOEN	58.83	5
	416 N CLEVELAND AVE FERGUS FALLS		
	MN 565372212		

Parcel	Owner Name/Address	Amount Certified	Local
71002990844000	PORCHLIGHT PROPERTIES MN LLC 10181 COUNTY ROAD 7 NW BRANDON MN 563158138	49.43	5
71002990860000	CHAD DANIELS 521 N CLEVELAND AVE FERGUS FALLS MN 565371419	132.50	5
71002990892000	MARNIE L SWEET 630 E HIGHLAND AVE FERGUS FALLS MN 565372213	563.90	19
71002990893000	DAWN J SCHROEDER 622 E HIGHLAND AVE FERGUS FALLS MN 565372213	563.90	19
71002990896000	TODD GARRETT ANDERSON 626 E HIGHLAND AVE FERGUS FALLS MN 565372213	117.29	19
71002990896000	TODD GARRETT ANDERSON 626 E HIGHLAND AVE FERGUS FALLS MN 565372213	417.45	55
71002990897000	BILLY S & LORI S HEIMAN 631 E SUMMIT AVE FERGUS FALLS MN 565372228	563.90	19

Parcel	Owner Name/Address	Amount Certified	Local
71002990897001	ZACHARY & KAYLEE HAGEN 627 E SUMMIT AVE FERGUS FALLS	563.90	19
		565372228	
71002990901000	JUAN & NICOLETTE JO RODRIGUEZ 404 N SHERIDAN ST FERGUS FALLS	820.48	19
		MN 565372224	
71002990901000	JUAN & NICOLETTE JO RODRIGUEZ 404 N SHERIDAN ST FERGUS FALLS	170.96	55
		MN 565372224	
71002990904000	EMPIRE CAPITAL LLC 110 N MILL ST FERGUS FALLS	563.90	19
		565372135	
71002990908000	NICOLE & DANIELS L GAINES 721 E MOUNT FAITH AVE FERGUS FALLS	845.85	19
		MN 565372279	
71002990911000	ARLON J KIMBER & CARI LAWLER 716 E MOUNT FAITH AVE FERGUS FALLS	676.68	19
		MN 565372222	
71002990913000	MARK W & TERRI L AHO 401 N BURLINGTON AVE FERGUS FALLS	268.16	9
		MN 565372316	

Parcel	Owner Name/Address	Amount Certified	Local
71002990913000	MARK W & TERRI L AHO 401 N BURLINGTON AVE FERGUS FALLS MN 565372316	480.45	55
71002990925000	WYNN HUGHES 717 E SUMMIT AVE FERGUS FALLS MN 565372230	845.85	19
71002990928000	ALFRED L & SANDRA C GAINES 705 E SUMMIT AVE FERGUS FALLS MN 565372230	563.90	19
71002990962000	ANTHONY FUHRMAN 824 E MOUNT FAITH AVE FERGUS FALLS MN 565372328	525.88	9
71002991099000	CRAIG S & ANNA M GANTNER 608 N BURLINGTON AVE FERGUS FALLS MN 565372318	866.49	55
71002991107002	PRENT & MARY MARKEL 829 E MOUNT FAITH AVE FERGUS FALLS MN 565372327	663.44	9
71002991212000	KEVIN J & DANETTE M PALMER 1427 TERRACE DR FERGUS FALLS MN 565371741	301.90	55

Parcel	Owner Name/Address	Amount Certified	Local
71002991378002	STEPHEN & MELYNDA MCELMURRY 1421 RIDGEWOOD DR FERGUS FALLS MN 565374417	462.72	55
71002991378014	RANDY R & BARBARA A VANGRUD 1906 DEER VALLEY RD FERGUS FALLS MN 565374437	851.37	55
71002991460000	DAVID RUDH FAMILY TST 31255 E JEWETT DR FERGUS FALLS MN 565377338	323.27	9
71002991461000	CHARLES F III & LOIS E MARTIN 1111 E MOUNT FAITH AVE FERGUS FALLS MN 565372332	669.15	9
71002991899000	KIMBERLY S & WYATT J DANIELSON 2027 TOWER VIEW RD FERGUS FALLS 565374642	34.66	5
71002991899000	KIMBERLY S & WYATT J DANIELSON 2027 TOWER VIEW RD FERGUS FALLS 565374642	1,051.54	55
71002991902000	DERRICK & HANNAH CLARK 2041 TOWER VIEW RD FERGUS FALLS MN 565374642	34.66	5

Parcel	Owner Name/Address	Amount Certified	Local
71002991936000	HABITAT FOR HUMANITY AFFILIATE	245.61	5
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991936000	HABITAT FOR HUMANITY AFFILIATE	616.68	7
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991941000	HABITAT FOR HUMANITY AFFILIATE	245.61	5
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991941000	HABITAT FOR HUMANITY AFFILIATE	616.68	7
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991942000	HABITAT FOR HUMANITY AFFILIATE	245.61	5
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991942000	HABITAT FOR HUMANITY AFFILIATE	616.68	7
	421 W FIR AVE LOWR LEVEL FERGUS FALLS MN 565371350		
71002991944000	STATE OF MINNESOTA TAX FORFEITED PARCEL	245.61	5

Parcel	Owner Name/Address	Amount Certified	Local
71002991944000	STATE OF MINNESOTA TAX FORFEITED PARCEL	616.68	7
71002991953000	STEPHEN & KATHIE SMITH 2022 CONNELL DR FERGUS FALLS	1,185.45	55
71002991974000	GARY R & JANELL F BIRCH 3325 LAKEWOOD DR FERGUS FALLS	253.85	7
71002991975000	GARY R & JANELL F BIRCH 3325 LAKEWOOD DR FERGUS FALLS	253.85	7
71003500008009	MARK D FARNAM REAL ESTATE LLLP 31 MILL ST W PO BOX 411 PELICAN RAPIDS	151.61	9
71003500086000	WILBUR & LAUREL G TRUDE 932 W LINDEN ST FERGUS FALLS	301.96	55
71003990473000	LACEY ALBRIGHT 428 SPRUCE ST FERGUS FALLS	204.88	55

Parcel	Owner Name/Address	Amount Certified	Local
71003990507000	RICHARD GRENVIK 411 LAUREL AVE W FERGUS FALLS MN 56537	338.12	12
71003990510000	SCOTT T & ANGELA J HAUGE 423 W LAUREL ST FERGUS FALLS MN 565371933	338.12	12
71003990518000	CYNTHIA WEISERT 418 W SUMMIT AVE FERGUS FALLS MN 565372038	19.81	5
71003990521000	MICHELLE R LINDSTROM MERZ 316 N OAK ST FERGUS FALLS MN 565372034	31.47	5
71003990522001	CARRIE A BARTELS 314 N OAK ST FERGUS FALLS MN 565372034	31.47	5
71003990524000	SANDRA K PRINCE 428 W SUMMIT AVE FERGUS FALLS MN 565372038	10.24	5
71003990552000	ANDREW N & NICHOLAS M CROSS 930 N VINE ST FERGUS FALLS MN 565371321	265.79	55

Parcel	Owner Name/Address	Amount Certified	Local
71003990583000	LINDA S SHUCK 418 W 7TH AVE FERGUS FALLS MN 565371904	211.02	55
71003990589000	JAMES O & CATHERINE M BOCKWITZ 817 N UNION AVE FERGUS FALLS MN 565372121	210.21	55
71003990631000	DAVID P ZENDER 931 N PARK ST FERGUS FALLS MN 565371207	326.09	55
71003990681000	DANIEL R ROEHL JR 416 N UNION AVE FERGUS FALLS MN 565372131	481.62	55
71003991137000	LANCE G & ANGELA J NORD 640 W SUMMIT AVE FERGUS FALLS MN 565372017	234.80	55
71003991170000	DANA S KLEVGAARD 106 W SUMMIT AVE FERGUS FALLS MN 565372139	126.84	55
71003991215000	SHEREE JO CEDERBERG 918 W SUMMIT AVE FERGUS FALLS 565371044	274.85	55

Parcel	Owner Name/Address	Amount Certified	Local
71003991242000	ERWIN C PALM 820 W CAVOUR AVE FERGUS FALLS MN 565371807	197.30	12
71003991832000	ERIC W & RACHEL K STRATTON 307 TWO RIVERS RD FERGUS FALLS MN 565374009	20.60	5
71003991832000	ERIC W & RACHEL K STRATTON 307 TWO RIVERS RD FERGUS FALLS MN 565374009	175.53	7
71003991832000	ERIC W & RACHEL K STRATTON 307 TWO RIVERS RD FERGUS FALLS MN 565374009	1,708.43	55
71004990102000	COREY & GABRIELLE STACH 911 W MAGNETIC ST MARQUETTE MI 498552632	212.64	12
71004990103000	HANNAH MARIE MACHADO 714 S OAK ST FERGUS FALLS MN 565372616	223.26	12
71004990142000	BRIAN ELLERBUSCH 125 W VERNON AVE FERGUS FALLS MN 565372718	865.27	55

Parcel	Owner Name/Address	Amount Certified	Local
71004990155003	ANDREW R & LAURA L JOB 723 S COURT ST FERGUS FALLS MN 565372732	612.59	12
71004990163000	ALVIN A ANHORN & TERRI L FIELD 701 S UNION AVE FERGUS FALLS MN 565372712	279.04	12
71004990169000	JENNIFER LEMKE 214 W ALCOTT AVE FERGUS FALLS MN 565372725	445.95	12
71004990170000	DEREK D SCHULTZ 1143 PARK VW FERGUS FALLS MN 565372640	279.04	12
71004990227001	JAMES & AMY KARSTEN 701 W BANCROFT AVE FERGUS FALLS MN 565373263	408.62	7
71004990296000	JAMES B & REBECCA L WEDLL 821 S COURT ST FERGUS FALLS MN 565372734	600.89	12
71004990327000	ARTURO VILLAGOMEZ FRANCO 304 1ST ST SE PELICAN RAPIDS MN 565724503	418.57	12

Parcel	Owner Name/Address	Amount Certified	Local
71004990328000	BRIAN M KENNEDY 219 W BANCROFT AVE FERGUS FALLS MN 565372701	495.38	12
71004990334000	ALLEN E WIESE 216 W CHANNING AVE FERGUS FALLS MN 565372731	418.57	12
71004990337000	JAIME BRAUSE 113 W BANCROFT AVE FERGUS FALLS MN 565372726	368.33	12
71004990340000	AARON J & STEPHANIE M GREEN 125 W BANCROFT AVE FERGUS FALLS MN 565372726	690.19	12
71004990353002	SB LLC PO BOX 548 ALEXANDRIA MN 563080548	346.01	12
71004990354000	SB LLC PO BOX 548 ALEXANDRIA MN 563080548	351.59	12
71004990459000	BRADLEY ASCHNEWITZ 320 W ADOLPHUS AVE FERGUS FALLS MN 565373308	465.64	9

Parcel	Owner Name/Address	Amount Certified	Local
71004990459001	EMILYN P HAUGEN 314 W ADOLPHUS AVE FERGUS FALLS	413.60	9
		565373308	
71004990464002	NICOLE M EDLER 326 W GUSTAVUS AVE FERGUS FALLS	540.10	9
		MN 565373311	
71004990531000	CINDY LOU & JOHN STRAUCH 519 W VASA AVE FERGUS FALLS	212.64	12
		MN 565372621	
71004990540000	CHRISTOPHER HAAVIG 520 W ALCOTT AVE FERGUS FALLS	212.64	12
		MN 565372606	
71004990602000	ERIC OWUSU 21671 LINDEN WAY ROGERS	106.32	12
		MN 553744502	
71004990628000	SCOTT E & HEIDI M ANDERSON 810 S COURT ST FERGUS FALLS	373.92	12
		MN 565372735	
71004990638000	MATTHEW E & TERESA J BESKE 816 S COURT ST FERGUS FALLS	334.85	12
		MN 565372735	

Parcel	Owner Name/Address	Amount Certified	Local
71004990648000	WAYNE PRESTON & N PRESTON 30675 COUNTY HIGHWAY 27 FERGUS FALLS	485.54	12
		565377343	
71004990650000	JAMES B & REBECCA L WEDLL	178.59	12
	821 S COURT ST FERGUS FALLS		
		MN 565372734	
71004990860000	MICHAEL C & BETH L THORSON	137.12	5
	1316 S MARTIN ST FERGUS FALLS		
		MN 565373300	
71004990860000	MICHAEL C & BETH L THORSON	1,267.11	55
	1316 S MARTIN ST FERGUS FALLS		
		MN 565373300	

Date: 11/10/21

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 10, 2021

Local	Certified
5	1,935.70
7	3,558.57
9	9,009.91
12	8,520.09
19	7,535.40
55	20,480.15
Grand Totals	51,039.82

MEMO TO: Mayor and City Council
 FROM: William K Sonmor, Finance Director
 DATE: 11/9/2021
 SUBJECT: **ADDITIONAL** 2021 Certifications - Miscellaneous Invoices

Please certify the following accounts receivable amounts for collection by the Otter Tail County Auditor with taxes against said property.

Owner/Mailing address	Amount	Service	Service Address	Parcel No.
JILL & ODIN BEARD / RAINBOW CLEANERS 112 E WASHINGTON AVE FERGUS FALLS, MN 56537	154.00	COST INCURRED BY CITY FOR DUMPSTER	112 E WASHINGTON AVE	7100199014000
JOHNATHAN J & MALINDA BERRY 605 S UNION AVE FERGUS FALLS, MN 56537	204.34	MOWING	605 S UNION AVE	71004990128000
BOREALIS GROUP LLC ET AL 2700 FREEWAY BLVD STE 1000 BROOKLYN CENTER, MN 55430-1779	235.78	MOWING	1208 S MILL ST	71004990421000
SARAH GULLICKSON 506 W SUMMIT AVE FERGUS FALLS, MN 56537-2015	172.90	MOWING	506 W SUMMIT AVE	71003991165000
SAMUEL HERZOG & TROY JOHNSON 213 W VERNON AVE FERGUS FALLS, MN 56537-2759	223.91	WEED CONTROL	104-106 LAURA LANE	71003991572000
JIMMIE D & JUDITH A KING 707 SPRINGEN AVE FERGUS FALLS, MN 56537-1605	172.90	MOWING	707 SPRINGEN AVE	71002990683000
OTTER TAIL VALLEY RAILROAD 200 N MILL ST FERGUS FALLS, MN 56537-2136	1,204.68	MOWING/WEED CONTROL	VARIOUS AREAS OF RR PROPERTIES	71001994001000
MICHAEL PAULUS 415 WOODLAND DR FERGUS FALLS, MN 56537-4606	408.70	MOWING	415 WOODLAND DR	71002992100000

WAYNE D RIPLEY 25368 COUNTY HWY 24 ERHARD, MN 56534-9406	8,865.45	ABATEMENT	804 N AURDAL AVE	71002990484001
TWIN FOUNTAIN DEVELOPERS LLC 3515 PEBBLE HILLS DR FERGUS FALLS, MN 56537-4228	549.95	MOWING	644, 424, 414 WOODLAND DR	71002991917000
CHRISTOPHER J WELLE 526 E ALCOTT AVE FERGUS FALLS, MN 56537-3003	172.90	MOWING	526 E ALCOTT AVE	71001990835000

TO: Mayor and City Council
 From: William K. Sonmor, Finance Director
 Subject: Delinquent Utility Accounts Certifications
 Date: November 10, 2021

I hereby recommend the City Council adopt a resolution certifying the following delinquent utility billings to the tax rolls:

<u>Owner of Record</u>	<u>Property Address</u>	<u>Parcel ID</u>	<u>Amount</u>
STOCK PROPERTIES	610 W BANCROFT AVE	71004990219000	\$206.83
AMY KARSTEN	701 W BANCROFT AVE	71004990227001	\$128.80
HOLLY GUNVALDSON	219 W BANCROFT AVE	71004990328000	\$875.40
SAMUEL HERZOG	211 W CHANNING AVE	71004990354000	\$152.06
JUSTIN & ALICIA MCGUIRE	203 W CHANNING AVE	71004990350000	\$66.17
AUGUSTUS MAKOVSKY	401 W DOUGLAS AVE	71004990392000	\$78.30
DUSTIN HUEBSCH	218 W EVERETT AVE	71004990737000	\$106.67
REGGIE BETHEL	1121 S MILL ST	71001990481000	\$223.74
JEFFREY & DEB ZACHMANN	1411 S MILL ST	71001990922000	\$79.18
LEROY TYSDAL	415 W ADOLPHUS AVE	71004990492000	\$37.20
MARY DUBRIDGE	1115 S VINE ST	71004990401007	\$84.41
JOSH RIECK	1314 S VINE ST	71004990489000	\$20.73
DAVID WEINRICH - DWP, LLC	1319 W ALCOTT AVE	71004500025008	\$65.05
MATTHEW & ANGELA SAURER	1416 W ALCOTT AVE	71004500022002	\$39.92
STAN & DEBRA NELSON	717 TOWER RD S	71004990828000	\$24.64
LUCILLE CARY	717 TOWER RD S	71004990828000	\$13.67
EMILY HERMES	628 E ADOLPHUS AVE	71001990546000	\$10.56
JEROME ANDERSON	633 E ADOLPHUS AVE	71001990532001	\$96.87
SAMUEL HERZOG	625 E GUSTAVUS AVE	71001990553000	\$204.17
LARRY IRION	1015 S SHERIDAN ST	71001990662000	\$123.47
JIM BERGERUD	1510 S MABELLE AVE	71001500053000	\$144.19
LARRY D SANDER	811 S CASCADE ST	71001990903000	\$85.49
JOSH WOLD	217 E ALCOTT AVE	71001990362000	\$59.02
BRENT EGGEN	507 E CHANNING AVE	71001990624000	\$25.80
MARK & SUSAN ADELSMAN	3512 PEBBLE SHORES DR	71001500091001	\$24.64
TSI REAL ESTATE LLC	526 E VASA AVE	71001990826000	\$24.80
DAVID WEINRICH - DWP, LLC	407 E VASA AVE	71001990333000	\$91.85
CHARLES OLSON	217 E VASA AVE	71001990356000	\$840.77
BUFFIE ARNTSON	226 E VERNON AVE	71001990350000	\$102.41
JAMES GRAFFEO	416 E VERNON AVE	71001990327000	\$16.20
STOCK PROPERTIES	916 E VERNON AVE	71001500025000	\$34.70
WAYNE PEDERSON	605 E VERNON AVE	71001990794000	\$222.71
DEREK SCHULTZ	506 VERNON PL	71001990845000	\$47.19
ERIKA GARZA	605 S PECK ST	71001990607000	\$73.91
D. W. JONES	510 S PECK ST # 104	71001500036000	\$205.31
D. W. JONES	510 S PECK ST APT 202	71001500036000	\$270.53
D. W. JONES	510 S PECK ST APT 203	71001500036000	\$852.49
D. W. JONES	510 S PECK ST APT 301	71001500036000	\$380.17
DARREN & AMY DUENOW	525 W VERNON AVE	71004990523000	\$56.05
ODDVAR FRUSTOL	428 W VASA AVE	71004990109000	\$29.62

<u>Owner of Record</u>	<u>Property Address</u>	<u>Parcel ID</u>	<u>Amount</u>
JARVIS KLOVSTAD	319 W VASA AVE	71004990179000	\$60.62
KEVIN MOORE	424 W ALCOTT AVE	71004990599000	\$317.06
HLS PROPERTIES	708 S OAK ST	71004990101000	\$41.56
J. L. PROPERTIES	504 E WASHINGTON AVE	71001990083000	\$444.14
JENNIFER VOLD	716 E JUNIUS AVE	71001990253000	\$618.02
EMPIRE CAPITAL LLC	904 E JUNIUS AVE	71001990578000	\$75.76
EMPIRE CAPITAL LLC	416 S PECK ST	71001990580000	\$96.90
PAUL ENGER	503 S PECK ST	71001990591000	\$879.25
J. L. PROPERTIES	423 S PECK ST	71001990575000	\$836.93
RAINBOW CLEANING CENTER	112 E WASHINGTON AVE	71001990134000	\$1,833.89
ALLAN KELLER	217 W WASHINGTON AVE	71004990038000	\$169.58
2 X 4 PROPERTY MANAGEMENT	502 S COURT ST	71004990062000	\$100.53
GYPSIE ROAD PROPERTIES	312 E CECIL AVE	71002990534000	\$224.21
31 VENTURES LLC	811 N CLEVELAND AVE	71002990704005	\$150.70
M & N CORPORATION	121 E SUMMIT AVE	71002990787000	\$13.33
H5LLC, LLC	127 E SUMMIT AVE	71002990786000	\$101.17
H5LLC LLC	127 E SUMMIT AVE	71002990786000	\$10.56
BRUCE FURHMAN	201 N UNION AVE	71003990206000	\$179.36
BRIAN BRATON	530 W LINCOLN AVE	71003990931000	\$1,350.83
ALLEN KUTZKE	908 W LINCOLN AVE	71003991310000	\$129.26
WESTRIDGE MALL	2001 W LINCOLN AVE	71003500195030	\$1,787.71
RICK SWENDSRUD	1317 COLLEGE WAY	71003500059000	\$71.65
T & A GROOMING	1317 COLLEGE WAY	71003500059000	\$299.94
WESTRIDGE MALL	2001 W LINCOLN AVE	71003500195030	\$9,874.00
DANIEL J ROSENDAHL	306 N TOWER RD	71003500008008	\$19.51
STOCK PROPERTIES	709 W LINCOLN AVE	71003500145000	\$104.06
CANDACE BAXTER	617 W LINCOLN AVE	71003990959000	\$36.74
MARCO DIONISIO GOMEZ	520 WESTERN AVE	71003500195014	\$1,232.04
ULTIMATE AUTO SAFETY	416 W STANTON AVE	71003990330000	\$69.39
LISA RUNNINGEN	506 W STANTON AVE	71003990956000	\$83.13
DREW NELSON	616 W STANTON AVE	71003990974000	\$643.72
CASCADE PROPERTIES LLC	640 W STANTON AVE	71003990969000	\$255.18
JAYANN GRANT	220 S BUSE ST	71003500004001	\$12.74
RUSSELL HABLE	223 S BUSE ST	71003500005000	\$50.94
AMY SHERBERT	637 W STANTON AVE	71003990983003	\$43.45
GANNON & RENAYE VAN DAM	928 W CAVOUR AVE	71003991226000	\$54.00
VALERIE KELLER	821 W CAVOUR AVE	71003991288000	\$499.50
J. L. PROPERTIES	729 W CAVOUR AVE	71003991269000	\$635.04
GREG SCHIZZANO	725 W CAVOUR AVE	71003991268000	\$74.43
CYNTHIA WEISERT	418 W SUMMIT AVE	71003990518000	\$116.97
SHEREE CEDERBERG	918 W SUMMIT AVE	71003991215000	\$85.39
MICHELLE MERZ	316 N OAK ST	71003990521000	\$162.38
JOHANNA HARTLEY-ORESMAN	504 W LINDEN ST	71003991098000	\$42.12
DAVID WEINRICH - DWP, LLC	630 W LINDEN ST	71003991118000	\$812.24
BRIAN JORGENSON	634 W LINDEN ST	71003991117000	\$42.54
SCOTT & TINA DAVIS	701 W LINDEN ST	71003991178000	\$118.58
PENNY MAC	518 W MAPLE AVE	71003990804000	\$185.26
CAROL HUCKFELDT	610 W MAPLE AVE	71003990811000	\$103.09
JAMES BERGERUD	729 W MAPLE AVE	71003991382000	\$26.26
KEVIN & LORI DIAZ-LANE	511 W MAPLE AVE	71003990837000	\$137.38
LACEY ALBRIGHT	428 SPRUCE ST	71003990473000	\$573.55
JENEE BABIC	547 SPRUCE ST	71003991067000	\$58.90
SETH & SARAH THOMPSON	421 SPRUCE ST	71003990478000	\$52.51
BRADY YOUNG	514 W LAUREL ST	71003991076000	\$93.88
JESSICA ZAKARAS	711 W LAUREL ST	71003500128000	\$95.95
BREKKE PROPERTIES LLC	509 W LAUREL ST	71003991080000	\$730.09

<u>Owner of Record</u>	<u>Property Address</u>	<u>Parcel ID</u>	<u>Amount</u>
JOHN KOZA	1110 N BROADWAY	71003990716000	\$39.21
EMPIRE CAPITAL LLC	1117 N BROADWAY	71003500079000	\$232.15
JOSH FANDRICH	411 N BROADWAY	71003991101000	\$76.69
KENNETH HOWE	724 W 7TH AVE	71003991349000	\$88.92
BTB LAND CO LLC	1010 N BUSE ST	71003500073001	\$89.26
DEREK SCHULTZ	915 N BUSE ST	71003991339000	\$18.28
SHALAN WYNN	419 W CHERRY AVE	71003990450000	\$333.52
LORI BERTRAM	316 W BEECH AVE	71003990436001	\$157.29
DREW NELSON	1103 N VINE ST	71003990393000	\$83.77
DARIN PETERSON	1015-1017 N VINE ST	71003990441000	\$82.12
CORY BUDKE	1103 N OAK ST	71003990721000	\$112.79
HLS PROPERTIES	1213 N OAK ST	71003990701000	\$950.96
CHRIS TOSO	1212 N OAK ST	71003990389000	\$139.20
NEW MARKET WASTE SOLUTIONS - U	1515 N 1ST AVE	71003991430004	\$888.86
DAVID WEINRICH - DWP, LLC	418 N UNION AVE	71003990679000	\$353.25
HANNAH WICK	610 N UNION AVE	71003990662000	\$232.53
PATRICK LUNDBERG	928 N UNION AVE	71003990634000	\$30.78
CORY BUDKE	1328 N UNION AVE	71003991891000	\$191.40
RICK GRIMM	419 W LAKESIDE DR	71003990676000	\$851.25
EMMA RUNNINGEN	926 N PARK ST	71002990291000	\$225.84
SEAN STENSETH	1115 N PARK ST	71003990416000	\$209.50
ERIC GUNDERSON & ERIN JOHNSON	1215 N LAKE ST	71002990342000	\$13.65
MARC & CARRIE SIKKINK	206 W FIR AVE	71003991887000	\$28.69
EARL BAUMAN JR.	1328 LINWOOD CT	71002990639000	\$142.95
DAVID WEINRICH - DWP, LLC	1319 HILLCREST CT	71002990627000	\$98.21
CECIL MOSHER	1002 N CLEVELAND AVE	71002991087001	\$93.43
DANIEL BERGEM	123 W HILLSIDE AVE	71002991265000	\$124.39
BENJAMIN HERZOG	1237 NORTHERN AVE	71002991009000	\$122.97
JOYCE BRUNS	1225 N AURDAL AVE	71002991002000	\$342.70
DUANE ESTRIN	709 FRIBERG AVE	71002990516000	\$51.05
ZACH THOM	1027 FRIBERG AVE	71002500058001	\$94.09
RACHEL SCHAKE	523 E BEECH AVE	71002991061000	\$238.23
ERIC THUNSELLE	407 E BEECH AVE	71002991078000	\$166.12
RAYMOND POND	610 E CAVOUR AVE	71002990208001	\$165.22
TODD SCHROEDER	622 E HIGHLAND AVE	71002990893000	\$12.68
MARNIE SWEET	630 E HIGHLAND AVE	71002990892000	\$62.68
JASON SCHMIDT	1115 E SUMMIT AVE	71002500101005	\$15.06
NATHAN & MEGAN TOWER	706 E MOUNT FAITH AVE	71002990907000	\$62.56
ARLON KIMBER	716 E MOUNT FAITH AVE	71002990911000	\$123.72
SAM & SARAH KEIFER	716 E MOUNT FAITH AVE	71002990911000	\$190.12
LAYNE THERNELL	403 N 17TH ST	71002990771000	\$154.13
CHARLES MARTIN	1111 E MOUNT FAITH AVE	71002991461000	\$886.84
SHANA GUTZMER	602 SPRINGEN AVE	71002500073000	\$119.67
RICHARD LINDEMAN	723 SPRINGEN AVE	71002990681001	\$94.38
ALEX & CAITLYN ROGERS	621 E FIR AVE	71002500032001	\$76.80
BLAINE SOLHEIM	1424 SOMERSET RD	71002990545000	\$83.77
SARA LEE BAKERY	415 S MILL ST	71001990151000	\$22.50
MICHELLE KRUEGER	609 E CAVOUR AVE	71002990163000	\$14.00
DRM WASTE MANAGEMENT	623 FRONTIER DR	71003991442000	\$914.07
CITYSIDE IMPROVEMENTS LLC	LANDFILL	INVALID PARCEL	\$1,359.11
RUBICON - WALMART STORES	3300 STATE HIGHWAY 210 W	71003991544000	\$1,180.83
VINROE BUILDERS	1045 W LINCOLN - PIZZA HUT	71003500026001	\$1,199.22
ERIC THUNSELLE	407 E BEECH AVE	71002991078000	\$144.11
JUSTIN & KELLY JAHNER	631 TWO RIVERS RD	71003991692000	\$54.39
ANGELA DRECHSEL	204 KRISTIN CT	71003991639000	\$28.58
WARREN & JANNETTE LOWE	2801 LAKEWOOD DR	71002991752000	\$132.60

<u>Owner of Record</u>	<u>Property Address</u>	<u>Parcel ID</u>	<u>Amount</u>
CHAD & ANGELA BROWN	1406 HOOT LAKE DR	71002991711000	\$49.64
CHASE & MISTY SAMUELSON	526 N WOODLAND DR	71002992021000	\$499.50
MEGAN DESCHENE	612 WOODLAND LOOP	71002992042000	\$84.08
MICHAEL PAULUS	415 WOODLAND DR	71002992100000	\$499.50
BRIAN BOWMAN	2106 PEBBLE LAKE RD	71001500078009	\$263.31
			\$48,540.73



William K. Sonmor, Finance Director

ORDINANCE NO. 20, EIGHTH SERIES

AN ORDINANCE AMENDING CITY CODE SECTION 7.03 (ORIGINALLY ADOPTED AS PART OF ORDINANCE NO. 324), THEREBY AMENDING THE ZONING MAP PROVIDED FOR IN SUBDIVISION 2 OF SAID SECTION BY CHANGING THE BOUNDARY LINES OF CERTAIN DISTRICTS AND CHANGING THE CLASS OF DISTRICTS OF CERTAIN LANDS.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. Hearing. Pursuant to due notice, a hearing was held by the Planning Commission on October 25, 2021, upon the changes herein described and all parties desiring to be heard thereon were afforded such opportunity.

Section 2. First Amendment. That the following tract of land located within the corporate limits of the City of Fergus Falls and described as follows:

Lots One (1) and Two (2), Block Two (2), Timber Ridge Estates and the North Half (N¹/₂) of Main Street road right-of-way adjacent, according to the plat on file in the office of the County Recorder, Otter Tail County, Minnesota,

should be and is hereby removed from an R-1 One-Family Residence District and placed in an R-A Agricultural-Residence District.

Section 3. Effective Date. The effective date of this ordinance shall be the _____ day of _____, 2021.

THIS ORDINANCE was introduced on _____, 2021, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2021, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2021.

ORDINANCE NO. 19, EIGHTH SERIES

AN ORDINANCE AMENDING CITY CODE TABLE OF SPECIAL ORDINANCES VI VACATIONS, BY ORDERING VACATION OF CAMPUS ADDITION AND OUTLOT B, ALL LOCATED IN THE CITY OF FERGUS FALLS, MINNESOTA.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. Pursuant to due notice, the hearing was held on October 18, 2021, upon the changes herein described and all parties desiring to be heard thereon were afforded such opportunity.

Section 2. That the following tracts should be and are hereby vacated:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, Block 1, Campus Addition.

And

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, Block 2, Campus Addition.

And

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, Block 3, Campus Addition.

And

Outlot B

All in part of the Southeast Quarter of Section 27, Township 133 North, Range 43 West of the Fifth Principal Meridian, City of Fergus Falls, Otter Tail County, Minnesota.

Section 3. Duties of Abutting Property Owners. That after such vacation goes into force and effect, the abutting property owners shall assume and be responsible for the care of said areas vacated consistent herein, and it is hereby made their bounden duty to fill any depression contained in said vacated areas and remove any and all hazards therefrom, and in the event an action is brought against the City of Fergus Falls for damages or injuries resulting from depressions or excavations and conditions of said vacated areas, the property owner or owners shall be liable to the City of Fergus Falls for any damages suffered by it as a result of the failure to make said vacated areas safe from anyone who might be using same or traveling thereon. That it is the duty of the owner of said vacated areas to place suitable warnings to the public of such vacation to the end that the traveling public may know that it is no longer a public avenue or road but a vacated avenue or road. That the owners of said vacated areas shall be responsible for all costs incidental to the closing of the vacated areas.

Section 4. Recording. After all of the conditions and requirements of this ordinance have been fulfilled, the City Administrator of the City of Fergus Falls is hereby ordered to file for record in the office of the County Recorder of Otter Tail County, Minnesota, a certified copy of

the within ordinance after the same has been published according to the correct copy of the original and in addition thereto setting forth in such certificate the date and newspaper in which said ordinance was published and the above filing shall be performed by the City Administrator when the benefited parties have paid the expenses of this proceeding.

Section 5. Effective date. The effective date of this ordinance shall be the _____ day of _____, 2021.

The following summary is approved by the City council and shall be published in lieu of publishing the entire ordinance pursuant to Minnesota Statutes Section 412.191:

PUBLIC NOTICE

WHEREAS, the Table of Special Ordinances of the Fergus Falls City Charter has been amended by Ordinance No. 19, Eighth Series, which ordinance has been duly adopted by the City Council; and,

WHEREAS, the Council has determined that, pursuant to City Charter Section 4.04, Subd. 2, publication of the title and summary of said ordinance would clearly inform the public of the intent and effect of the ordinance; and,

WHEREAS, The Council, by at least four-fifths of its members, has directed that only the title of the ordinance and a summary be published and that printed copies of the ordinance be available for inspection by any person during regular office hours at the office of the City Administrator and also at the public library where the entire text of said ordinance is posted.

NOTICE IS HEREBY GIVEN, that the title of Ordinance No. 19, Eighth Series, is as follows:

AN ORDINANCE AMENDING CITY CODE TABLE OF SPECIAL ORDINANCES VI VACATIONS, BY ORDERING VACATION OF CAMPUS ADDITION AND OUTLOT B, ALL LOCATED IN THE CITY OF FERGUS FALLS, MINNESOTA.

NOTICE IS FURTHER GIVEN, that a summary of Ordinance No. 19, Eighth Series, is as follows:

Lots in Blocks 1, 2 and 3, Campus Addition and Outlot B, all in part of the Southeast Quarter of Section 27, Township 133, Range 43, City of Fergus Falls, Otter Tail County, Minnesota, is hereby vacated.

NOTICE IS FURTHER GIVEN, that the Council has approved the text of the foregoing summary and determines that it clearly informs the public of the intent and effect of the ordinance.

THIS ORDINANCE was introduced on _____, 2021, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2021, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2021.

barb/clients/city/ordnacs/eighth series/ord19



Council Action Recommendation

Page 1 of 1

Meeting Date:

November 10, 2021 – Committee of the Whole
November 15, 2021 – City Council

Subject:

Regional Treatment Center - Phase 3 Preservation Project

Recommendation:

- Initiate P. I. No. 9508 – RTC Phase 3 Preservation Project

Background/Key Points:

At the October 4, City Council work session, this Council discussed possible RTC Phase 3 mothball and preservation options. Since then Stantec and City staff refined the work scope and developed cost estimates.

The attached cost estimate, referred to as Schedule A, consists of various work items for Kirkbride Tower, East Detached, and West Detached. These three (3) buildings could serve as the base bid work items for the bidding documents if this Council decides to proceed in this manner. The second cost estimated attachment, referred to as Schedule B consists, of potential work options for the remaining campus buildings however, given the limited remaining state grant funds, mothballing work on these buildings is limited unless masonry repairs on West Detached is omitted from the base bid work scope.

If the Council desires to proceed with Phase 3, I will work with Stantec to refine the professional services agreement.

Budgetary Impact:

The City was awarded \$3,500,000 for Phase 2 & 3. The project expenditures to date for the Phase 2 Demolition (P.I. 9506) is \$2,447,035.65. A portion of the Phase 2 expenditures was funded with the initial Phase 1 grant balance of \$661,931.40. The remaining Phase 2 expenditures of \$1,785,104.25 will come from the Phase 2 grant. The unexpended Phase 2 grant at **\$1,714,895.75** has not be allocated to date.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Phase 3 Mothball Cost Estimates – Schedule A & B
Campus Map



SCHEDULE A

Fergus Falls Regional Treatment Center
 Fergus Falls, MN

Date: October 29, 2021
 Prepared by: Bruce Paulson

Estimated Mothballing Costs

No.	Name/Description	Construction Type	Total Area (SF)	Unit Price (1)	Total Cost	Comments
1	Administration		29,056			
	Window Replacement (3)	Mothball	2,396	\$80.00	\$191,680.00	
	Mold Remediation (4)	Mothball	29,056	\$3.50	\$101,696.00	
	Reattach Tower Globe/ electrical grounding	Mothball	1	\$15,000.00	\$15,000.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	29,056	\$4.00	\$116,224.00	
	Remove main stairway closures	Mothball	1	\$5,000.00	\$5,000.00	
23	East Detached		49,720			
	Replace roof shingles	Mothball	10,092	\$12.00	\$121,104.00	
27	West Detached		56,886			
	Replace roof shingles	Mothball	10,014	\$12.00	\$120,168.00	
	Replace EPDM Roofing	Mothball	2,178	\$25.00	\$54,450.00	
	Repair/replace damaged face brick and stone	Mothball	13,373	\$40.00	\$534,920.00	
	Subtotal				\$1,260,242.00	
	General Conditions		8%		\$100,819.36	
	Consultant: Plans and specs; Ad for Bid; Construction Administration		15%		\$204,159.20	
	City: Overall Project Administration		5%		\$68,053.07	
	Estimated Construction Cost				\$1,633,273.63	
	Contingency		20%		\$326,654.73	
	Total Estimated Demolition Cost				\$1,959,928.36	

Note:

1. Costs are updated from previous cost estimate (January 2018) based upon 2021 R.S. Means Cost Index ratio (101.5/90.1).
2. Building areas are based upon building dimension information previously provided by Real Estate Management.
 Replace existing aluminum and wood windows with new aluminum windows with frame/sash profiles that match the original wood window sash and frames
3. sash and frames
4. Mold remediation includes survey, abatement with proper disposal, removal and storage of all functional interior doors, and cleaning of all exposed surfaces.



SCHEDULE B

Fergus Falls Regional Treatment Center
Fergus Falls, MN

Date: October 29, 2021
Prepared by: Bruce Paulson

Estimated Mothballing Costs

No.	Name/Description	Construction Type	Total Area (SF)	Unit Price (1)	Total Cost	Comments
22	East Center Wing		52,816			
	Mold Remediation (3)	Mothball	52,816	\$5.00	\$264,080.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	52,816	\$4.00	\$211,264.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	
23	East Detached		49,720			
	Mold Remediation (3)	Mothball	49,720	\$5.00	\$248,600.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	49,720	\$4.00	\$198,880.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	
23-24	Connecting Link		5,795			
	Mold Remediation (3)	Mothball	5,795	\$5.00	\$28,975.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	5,795	\$4.00	\$23,180.00	
	Repair/replace broken glass block window units	Mothball	1	\$1,000.00	\$1,000.00	
24	Northeast Wing		60,550			
	Mold Remediation (3)	Mothball	60,550	\$5.00	\$302,750.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	60,550	\$4.00	\$242,200.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	
26	West Center Wing		53,761			
	Mold Remediation (3)	Mothball	53,761	\$5.00	\$268,805.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	53,761	\$4.00	\$215,044.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	



SCHEDULE B

Fergus Falls Regional Treatment Center
 Fergus Falls, MN

Date: October 29, 2021
 Prepared by: Bruce Paulson

Estimated Mothballing Costs

No.	Name/Description	Construction Type	Total Area (SF)	Unit Price (1)	Total Cost	Comments
27	West Detached		56,886			
	Mold Remediation (3)	Mothball	56,886	\$5.00	\$284,430.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	56,886	\$4.00	\$227,544.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	
27-28	Connecting Link		5,795			
	Mold Remediation (3)	Mothball	5,795	\$5.00	\$28,975.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	5,795	\$4.00	\$23,180.00	
	Repair/replace broken glass block window units	Mothball	1	\$1,000.00	\$1,000.00	
28	Southwest Wing		60,465			
	Mold Remediation (3)	Mothball	60,465	\$5.00	\$302,325.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	60,465	\$4.00	\$241,860.00	
	Repair/replace broken glass block window units	Mothball	1	\$5,000.00	\$5,000.00	
29	Memorial Building		5,730			
	Replace roof shingles	Mothball	5,730	\$12.00	\$68,760.00	
	Mold Remediation (3)	Mothball	5,730	\$5.00	\$28,650.00	
	Add building ventilation system; includes wall louvers and fabric ducting	Mothball	5,730	\$5.00	\$28,650.00	
	Repair/replace broken glass/block window units	Mothball	1	\$2,000.00	\$2,000.00	
Subtotal					\$3,272,152.00	
General Conditions			8%		\$261,772.16	
Consultant: Plans and specs; Ad for Bid; Construction Administration			10%		\$353,392.42	
City: Overall Project Administration			5%		\$176,696.21	
Estimated Construction Cost					\$4,064,012.78	
Contingency			20%		\$812,802.56	
Total Estimated Demolition Cost					\$4,876,815.34	



SCHEDULE B

Fergus Falls Regional Treatment Center
Fergus Falls, MN

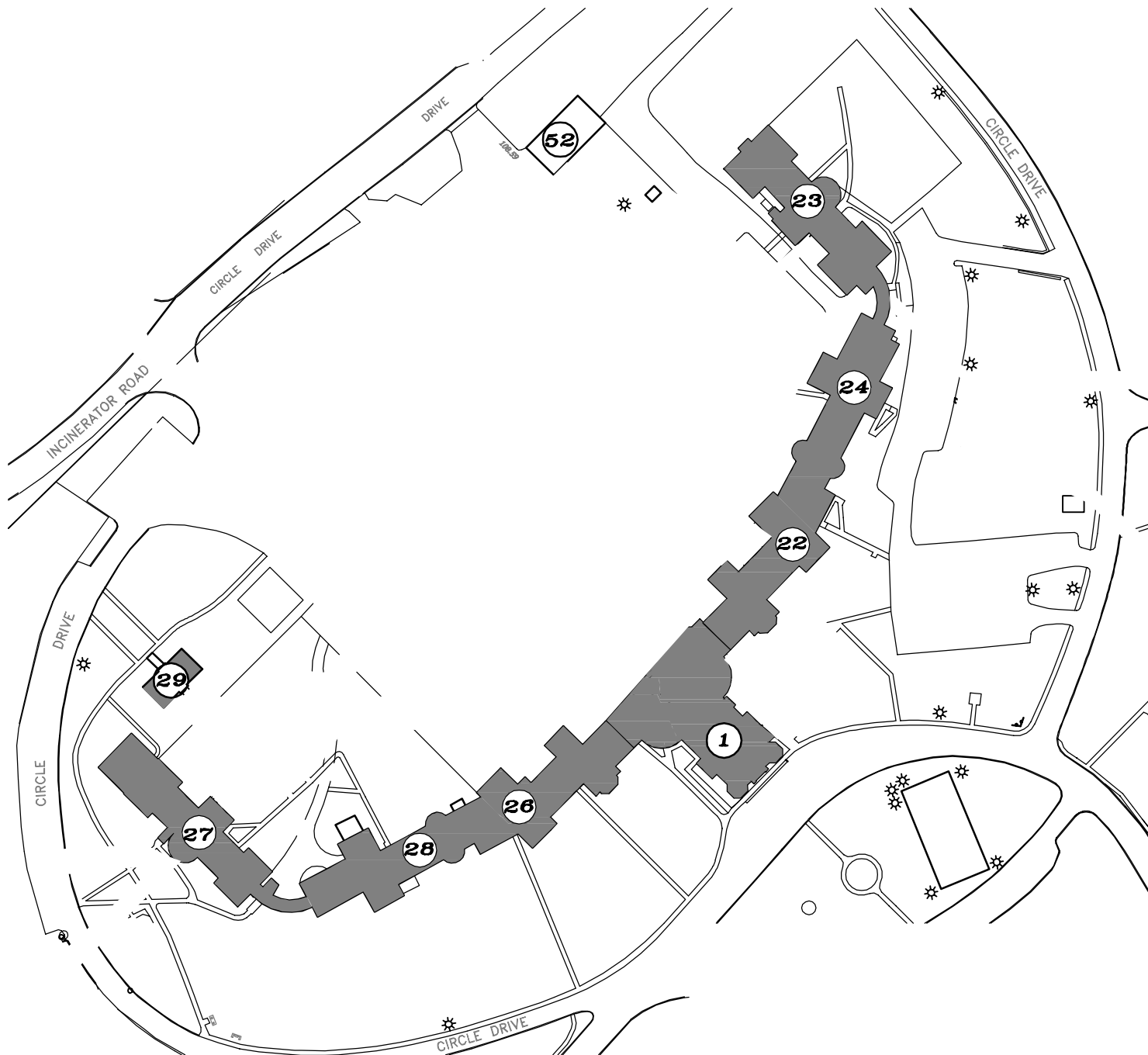
Date: October 29, 2021
Prepared by: Bruce Paulson

Estimated Mothballing Costs

No.	Name/Description	Construction Type	Total Area (SF)	Unit Price (1)	Total Cost	Comments
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Note:

1. Costs are updated from previous cost estimate (January 2018) based upon 2021 R.S. Means Cost Index ratio (101.5/90.1).
2. Building areas are based upon building dimension information previously provided by Real Estate Management.
3. Mold remediation includes survey, abatement with proper disposal, removal and storage of all functional interior doors, and cleaning of all exposed surfaces.



SITE MAP



FERGUS FALLS, MINNESOTA DIAGRAM #1

RTC Campus Map



2335 Highway 36 W
St. Paul, MN 55113
www.stantec.com



Memo

Page 1 of 1

Meeting Date:

November 10, 2021- Committee of the Whole

Subject:

Property Tax Rebate Program Updated by County

Recommendation:

Resolve to extend the Property Tax Rebate Program through 2024 to match the County's timeline extension.

Background/Key Points:

The County board approved an expansion to the Property Tax Rebate Program mid-September. Applicants to the program can now receive up to \$10,000 rebate from the County's portion of property taxes. The application period for the program was also extended with a new deadline of December 31, 2024, extending it beyond the same date in 2023.

Budgetary Impact:

The city portion of the rebate will remain the same at \$5,000. The number of years applicants can receive the rebate is still 5 years.

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

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

A-1 LOCK & KEY LLC	OCTOBER REPAIR SOUTHEAST DOOR	181.50
AT&T MOBILITY	DATA PLANS	49.70
AT&T MOBILITY	IPADS & CELL PHONE DATA	318.72
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	915.51
SEAN ANDERSON	CLEANING WEEKS OF OCT25-NOV1	428.64
BANKCARD CENTER	ANTIFREEZE, FLEXGLUE, ADHESIVE	110.74
BANKCARD CENTER	APPLE PENCIL	102.35
BANKCARD CENTER	BOERHAVE UNIFORM PURCHASE	17.95
BANKCARD CENTER	BOILER PART/COULPING KIT	27.59
BANKCARD CENTER	BUILDING ESTIMATING	79.00
BANKCARD CENTER	CITY HALL COFFEE	37.92
BANKCARD CENTER	CREATIVE CLOUD RENEWAL	52.99
BANKCARD CENTER	EVENSON UNIFORM PURCHASE	192.69
BANKCARD CENTER	HEINEN FIREARMS TRNG CLASS FEE	595.00
BANKCARD CENTER	JOHNSON TRNG HOTEL	545.95
BANKCARD CENTER	LABEL TAPE	14.57
BANKCARD CENTER	MN FALL MAINTENANCE EXPO	180.00
BANKCARD CENTER	MONTHLY ADOBE MEMBERSHIP	10.78
BANKCARD CENTER	MOULTRIE MONTHLY	9.99
BANKCARD CENTER	OCT RETURN LATCH & HEADPHONES	499.00-
BANKCARD CENTER	OCTOBER APPY PIE LLC	60.00
BANKCARD CENTER	OCTOBER CISCO 2-PORT ADAPTER	78.00
BANKCARD CENTER	OCTOBER EMPLOYMENT SERVICES	426.86
BANKCARD CENTER	OCTOBER NETGEAR WIFI ROUTER	119.98
BANKCARD CENTER	OCTOBER POSTAGE-RETURN EQUIP	19.02
BANKCARD CENTER	OCTOBER RETURN FORESTRY NOZZLE	876.18-
BANKCARD CENTER	OCTOBER SHOP TOWELS & CAR WASH	24.47
BANKCARD CENTER	OCTOBER SMALL ENGINE FUEL	39.72
BANKCARD CENTER	OCTOBER TONER, EARPLUGS	43.88
BANKCARD CENTER	OCTOBER UBER, LYFT, PARKING	104.75
BANKCARD CENTER	OCTOBER 2021 CERDIT CARDS	39.72-

General

BANKCARD CENTER	OCTOBER 2021 CREDIT CARDS	39.72
BANKCARD CENTER	OCTOBER/LODGING MNDOT 21	259.40
BANKCARD CENTER	OCTOBER/MEETING-LODGING	741.44
BANKCARD CENTER	PD COFFEE	18.96
BANKCARD CENTER	PEDAL FF APPLICATION FEE	50.00
BANKCARD CENTER	PEER MEETING SUPPLIES	11.88
BANKCARD CENTER	POLY MAILERS	31.49
BANKCARD CENTER	RADIO BATTERY	25.50
BANKCARD CENTER	SEPT 1X20 123 1DP HIGH PRO3	454.17
BANKCARD CENTER	SILBERNAGEL UNIFORM PURCHASE	19.32
BANKCARD CENTER	TRUNK OR TREAT ITEMS	24.99
BANKCARD CENTER	YOUNG PLET TRNG FEE	99.00
BANKCARD CENTER	YOUNG TRNG HOTEL	360.78
BANKCARD CENTER	2022 CPA RENEWAL	102.00
BANKCARD CENTER	3RD QTR 2021 FILING FORM 941	8.50
BEYER BODY SHOP, INC.	TOW BUICK RENDEVOUS/21036205	80.00
ANDREW BREMSETH	OCTOBER MEETING-MEALS, MILEAGE	216.18
CENTURYLINK	NOVEMBER TELEPHONE EXPENSE	64.00
CHARTER COMMUNICATIONS	CABLE 10/18-11/17	32.97
CHARTER COMMUNICATIONS	11/04-12/03/21 CABLE	47.92
COMMISSIONER OF REVENUE	2021 OCTOBER SALES TAX	62,374.00
COMSTOCK CONSTRUCTION INC	LOCAL TAX	.21-
COMSTOCK CONSTRUCTION INC	OTC TAX	.21-
COMSTOCK CONSTRUCTION INC	STATE TAX	2.88-
COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	21.86
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	5.73
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	9.07
COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	10.84
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	3.51-
COSSETTE ELECTRIC LLC	INSTALL EXIT-EMERGENCY LIGHTS	379.71
COSSETTE ELECTRIC LLC	NOV REPLACE DISCONNECT PARKING	185.17
DACOTAH PAPER CO	SPRAYHEAD,DISINF WIPES	182.94
DACOTAH PAPER CO	URINAL SCREEN,TISSUE,CLEANER	475.69
DAILY JOURNAL	OCT/FIN PLAN DIST NO 4-15	577.50
DAILY JOURNAL	OCT/HEARING-CAMPUS ADDITION	125.13
DAILY JOURNAL	OCT/PLANNING COMMISSION-OTP	105.88
DAILY JOURNAL	OCT/TAX ABATEMENT-HECK, NCS	134.75
DAILY JOURNAL	OCT/TAX ABATEMENT-11.01	105.88
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	87,608.75
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	2,576.97
EQUIPMENT FUND	OCT FUEL CHARGES #3002	72.38
EQUIPMENT FUND	OCT FUEL CHARGES #3004	38.75
EQUIPMENT FUND	OCT FUEL CHARGES #3019	41.54

General

EQUIPMENT FUND	OCT FUEL CHARGES #3041	47.42
EQUIPMENT FUND	OCT FUEL CHARGES #3042	91.94
EQUIPMENT FUND	OCT REPAIRS/SERVICE #3002	89.07
EQUIPMENT FUND	OCT REPAIRS/SERVICE #3040	367.15
FASTENAL COMPANY	NOV PARK SAFETY VENDING	13.35
FASTENAL COMPANY	NOV STREET SAFETY VENDING	28.60
FASTENAL COMPANY	20X24X2 FILTER	315.20
GALLS LLC	ESTEP DUTY VEST	1,408.61
GALLS LLC	FOREMAN DUTY VEST	1,139.52
GALLS LLC	GEISZLER DUTY VEST	1,024.38
GALLS LLC	GRANT RETURN	172.60-
GALLS LLC	HAKEN DUTY VEST	1,227.16
GALLS LLC	HEINEN SWAT VEST	3,239.43
GALLS LLC	HOHRMAN DUTY VEST	1,024.38
GALLS LLC	MILLER DUTY VEST	1,308.76
GALLS LLC	SONSTEBO DUTY VEST	1,907.12
GALLS LLC	SONSTEBO UNIFORM PURCHASE	42.33
GALLS LLC	WEST DUTY VEST	1,317.11
GALLS LLC	YOUNG UNIFORM PURCHASE	220.39
GENERAL FUND	OCTOBER COPIER USE	183.78
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	40.95-
GENERAL FUND	OCTOBER POSTAGE USE	364.78
GENERAL FUND	TRANSFER OCTOBER COPIER USE	319.36-
GENERAL FUND	TRANSFER OCTOBER POSTAGE USE	701.12-
GOODIN COMPANY	NOV BRONZE SWING CHECK VALVE	255.42
GOODIN COMPANY	NOV 1 1/4" BRASS NIPPLE ARENA	15.11
GRAND FORKS FIRE EQUIPMENT LLC	HELMET REPAIR FOR GAINES	95.95
GREAT PLAINS FIRE	REPAIR E1 EXHAUST WORK	822.63
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	650.98
HERZOG ROOFING	SENIOR CENTER CAULK METAL	205.00
HOME DEPOT CREDIT SERVICES	NOV FAUCET/SILICONE FIRE STATI	84.16
HOME DEPOT CREDIT SERVICES	NOV SINK PARTS FIRE STATION	80.06
HOME DEPOT CREDIT SERVICES	OCT PAINT, RUST GLOSS, PLYWOOD	163.09
HOME DEPOT CREDIT SERVICES	OCT WSTR PRO 9X1/2" SURPASS RC	23.92
HOME DEPOT CREDIT SERVICES	OCTOBER PLUNGERS	44.82
HOME DEPOT CREDIT SERVICES	OCTOBER RETURN 2X8 GDF	11.12-
JK SPORTS	OCTOBER UNIFORMS	598.00
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	131.45
MARCO-FARGO	10/27-11/27/2021 COPIER RENT	589.08
MARK SAND AND GRAVEL COMPANY	LOCAL TAX	.74-
MARK SAND AND GRAVEL COMPANY	OCT SAND 386.69 TN	1,956.82
MARK SAND AND GRAVEL COMPANY	OCT SAND 574.95 TN	2,932.25
MARK SAND AND GRAVEL COMPANY	OTC TAX	.74-

General

MARK SAND AND GRAVEL COMPANY	STATE TAX	10.18-
MIDWEST PRINTING COMPANY	UMPIRE CARDS-BLUE INDEX	200.00
MN DEPARTMENT OF AGRICULTURE	2022 TREE CARE REGISTRY RENEW	25.00
NARDINI FIRE EQUIPMENT CO INC	ANNUAL ALARM TEST/REPAIR	381.00
NYCKLEMOE & ELLIG, P.A.	NOVEMBER PROSECUTING SERVICES	8,937.50
O'DAY EQUIPMENT INC	OCT INSTALL DRAIN,REPAIR LEAK	1,400.00
O'DAY EQUIPMENT INC	TROUBLE SHOOT SPEED CONTROL	461.00
OTTER ELECTRIC LLC	UNION,CAVOUR ST LIGHT CHK WIRE	85.00
OTTER ELECTRIC LLC	VERNON,CASCADE REPL.DISCONNECT	329.09
OTC HUMANE SOCIETY INC	SEPTEMBER ANIMAL BOARDING FEES	1,265.00
OTC HUMANE SOCIETY INC	1121 S MILL/ABATEMENT	650.00
OTTER TAIL COUNTY TREASURER	1022 N CLEVELAND 2021 PROP TAX	475.28
OTTER TAIL POWER COMPANY	OCT ELECTRIC/1022 N CLEVELAND	16.77
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	28,278.94
OTTER TAIL TELCOM	NOV. ADDITIONAL LISTING	10.00
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	2,603.18
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	759.61
OTTER TAIL TELCOM	OCT. LONG DISTANCE	8.77
OVERHEAD DOOR CO	OCT T4 GARAGE DOOR-GREASE JAMS	37.50
WILLIAM PETERSEN	NOVEMBER JANITORIAL SERVICES	950.00
POLICE DEPT CONTINGENCY FUND	CHIEFS CONF TRNG EXPENSES	276.70
POLICE DEPT CONTINGENCY FUND	EVENSON UNIFORM PATCHES SEWN	28.00
POLICE DEPT CONTINGENCY FUND	FORFEITURE FORMS FOR 2022	22.00
POLICE DEPT CONTINGENCY FUND	HEINEN TRAVEL TRNG EXPENSES	207.25
POLICE DEPT CONTINGENCY FUND	NARCOTICS TRNG MEALS-YOUNG	29.30
PRO-WEST & ASSOCIATES, INC	GIS TECH SUPPORT SERVICE	1,045.10
SHI INTERNATIONAL CORP	SERVER	10,800.00
SHI INTERNATIONAL CORP	WINDOWS SERVER SOFTWARE	1,552.00
SHI INTERNATIONAL CORP	2021 COMPUTER MONITORS	3,900.00
SHI INTERNATIONAL CORP	2021 COMPUTERS	10,500.00
SKY CREW SERVICES, LLC	DECEMBER MANAGEMENT FEES	5,500.00
SWANSTON EQUIPMENT CO	SEP STIHL CHOKE LEVER (JASON)	6.72
TWIN CITY SHARPENING INC	ZAMBONI SHARPENING	55.00
TWIN CITY SHARPENING INC	ZAMBONI SHARPENING-SHIPING	29.21
VERIZON WIRELESS	AIR CARDS/CELL 10/2-11/1	1,078.94
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	40.01
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F0206A2	1,114,968.51-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620AUSK1	.01-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620A7UT0	4.32-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/419792B88	25,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/419792G59	90,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/592098Y27	55,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/68609TUV8	125,934.69-

General

WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/90376PE7	180,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CCS8	146,536.95-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVESTMENTS - OCT	3,474,888.96
BRIAN YAVAROW	TRAVEL-MILEAGE REIMBURSEMENT	188.16
	F U N D T O T A L	2,003,416.24

P.A. General

ADMINISTRATOR'S CONTINGENCY FD	OCTOBER POSTAGE	10.16
AL'S REFRIGERATION, INC.	CLEANED ICE MACHINE	319.00
ATLAS OUTDOOR SERVICES LLC	NOVEMBER/CBHH SNOW/LAWN CARE	1,000.00
COMSTOCK CONSTRUCTION INC	CANOPY REMOVAL AT CBHH	234.00
DAILY JOURNAL	OCT/SALE OF LAND-TOWER RD INDU	105.88
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	1,126.60
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	7.44
GENERAL FUND	OCTOBER COPIER USE	56.92
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	.93
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC OCT	804.99
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	3.30
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	6.50
UGSTAD PLUMBING, INC.	BOILER/GEN CK 09/25/21	99.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 10/18/21	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 10/26/21	85.00
UGSTAD PLUMBING, INC.	MONTHLY MAINT-PLBG & HTG OCT	320.54
UGSTAD PLUMBING, INC.	REBUILT FLUSHOMETER RM 117	175.50
	F U N D T O T A L	4,440.76

Regional Treatment Center-City Operated

BANKCARD CENTER	CUDDEBACK DIGITAL RTC	20.00
HOME DEPOT CREDIT SERVICES	OCT HEADLAMP (JIM N)	9.98
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	281.72
	F U N D T O T A L	311.70

Public Library

ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER LOST BOOK	33.99
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	37.93
BANKCARD CENTER	OCTOBER BOOKS	313.57
BANKCARD CENTER	OCTOBER BOOKWOMEN LLC	30.00
BANKCARD CENTER	OCTOBER DIGITAL MATERIALS	1,342.31
BANKCARD CENTER	OCTOBER DRY ERASE MARKERS	9.29
BANKCARD CENTER	OCTOBER DVD'S	478.20
BANKCARD CENTER	OCTOBER FRAMING & REPAIR	204.16
BANKCARD CENTER	OCTOBER OFFICE SUPPLIES	55.51
BANKCARD CENTER	OCTOBER RENEW MAGNOLIA JOURNAL	20.00
BANKCARD CENTER	OCTOBER USB FAST CHARGING CORD	8.99
BANKCARD CENTER	SEPTEMBER FACEBOOK ADS	5.00
DACOTAH PAPER CO	NOV VAC UPRIGHT DUAL HEPA	810.62
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	8,473.26
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	43.40
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	17.77
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	50.86
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	17.88
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	1,617.84
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	71.47
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	146.48
US BANK EQUIPMENT FINANCE	10/21-11/21/21 COPIER LEASE	540.30
US BANK EQUIPMENT FINANCE	10/21-11/21/21 COPIER OVERAGE	.54
	F U N D T O T A L	14,329.37

Bigwood Event Center

COMMISSIONER OF REVENUE	2021 OCTOBER SALES TAX	7.20
DAILY JOURNAL	OCT/CAREER CONNECTIONS	48.00
LHR HOSPITALITY MANAGEMENT	SEPTEMBER MANAGEMENT FEES	5,000.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	1,958.28
OTTER TAIL TELCOM	NOV. INTERNET ACCESS	101.59
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	6.50
	F U N D T O T A L	7,121.57

T.I. #IV-10/CDS Development, LLC

T.I. #IV-10/CDS Development, LLC

SUNSET RIDGE APARTMENTS OF	SEMI-ANNUAL PAYMENT/PRINCIPAL	43,263.17
	F U N D T O T A L	43,263.17

T.I. IV-9/Lutheran Brethren Homes Inc

LUTHERAN BRETHREN WOODLAND	SEMI-ANNUAL PAYMENT/PRINCIPAL	7,168.59
	F U N D T O T A L	7,168.59

T.I. #IV-7/Kaddatz Hotel

KADDATZ ARTISTS LOFTS LIMITED	SEMI-ANNUAL PAYMENT/INTEREST	2,449.04
	F U N D T O T A L	2,449.04

MIF/Small Cities Grant

COMPANION HEALTH	MIF LOAN	200,000.00
	F U N D T O T A L	200,000.00

IRP Revolving Loan

GENERAL FUND	OCTOBER COPIER USE	2.20
	F U N D T O T A L	2.20

CDBG/HUD Revolving Loan

CDBG/HUD Revolving Loan

GENERAL FUND	OCTOBER COPIER USE	15.34
GENERAL FUND	OCTOBER POSTAGE USE	6.08
TG PROPERTY LLC	FIXTURES, PLANTERS/LOAN #952	1,166.73
WEST CENTRAL ABSTRACTING	O&E REPORT -TG PROPERTY LLC	45.00
	F U N D T O T A L	1,233.15

T.I. #VIII-1

SOMERSET APARTMENTS LLP	SEMI-ANNUAL PAYMENT/PRINCIPAL	7,385.47
	F U N D T O T A L	7,385.47

P.I.R. Bond and Interest 2005

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	280.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	35,000.00
	F U N D T O T A L	35,280.00

P.I.R. Bond and Interest 2007

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	1,880.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	130,000.00
	F U N D T O T A L	131,880.00

P.I.R. Bond and Interest 2009

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	7,575.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	120,000.00

P.I.R. Bond and Interest 2009

F U N D T O T A L	127,575.00
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P.I.R. Bond and Interest 2012B

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	12,925.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	105,000.00
F U N D T O T A L		117,925.00

G.O. Capital Improvement 2010A

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	7,150.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	45,000.00
F U N D T O T A L		52,150.00

Capital Improvement Bond and Interest 2012C

BAKER TILLY MUNICIPAL	GO BONDS 2012C ARBITRAGE CALC	850.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	48,675.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	240,000.00
F U N D T O T A L		289,525.00

G.O. Sales Tax Rev. Bonds, Series 2017

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	57,075.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	1,125,000.00
F U N D T O T A L		1,182,570.00

G.O. Equipment Certificates, Series 2020A

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	6,225.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	25,000.00
	F U N D T O T A L	31,225.00

Capital Improvement

BANKCARD CENTER	CONCRETE INSP.RECERT. REGER	250.00
BANKCARD CENTER	CONCRETE RECERT./D.REGER	250.00
BANKCARD CENTER	GRADING INSPECTOR-RECERT REGER	250.00
BANKCARD CENTER	GRADING INSPECTOR-RECERT.HAUGE	250.00
BRAUN INTERTEC CORPORATION	PROF SERV THROUGH 10/22/21	4,408.25
BRAUN INTERTEC CORPORATION	PROF SERV THROUGH 10/29/2021	3,753.75
C & L EXCAVATING INC	PAY APP. NO. 3	126,952.80
DELZER CONSTRUCTION	REPAIR LEAK IN WATER SILO	2,135.80
HOISINGTON KOEGLER GROUP INC	OCT GLACIAL EDGE TRAIL -2021	550.00
MARK LEE ASPHALT & PAVING, INC	PAY ESTIMATE NO. 2	10,309.59
MOORE ENGINEERING INC	PROF SERV. CONCORD ST IMPROVE.	1,082.50
MOORE ENGINEERING INC	PROF SERV. INTERNATIONAL DR.	18,162.50
MOORE ENGINEERING INC	PROF. SERV. LINCOLN-UNION AVE	50,001.25
ROBERT NORDICK	2021 SIDEWALK 116 E WASHINGTON	7,168.75
ROBERT NORDICK	2021 SIDEWALK 320 W SPRUCE	963.75
ROBERT NORDICK	2021 SIDEWALK 603 W VERNON AVE	7,427.30
ROBERT NORDICK	2021 SIDEWALK 706 W LAUREL	963.75
ROBERT NORDICK	2021 SIDEWALK 815 N VINE	3,767.85
ROBERT NORDICK	2021 SIDEWALK 921 WESTERN AVE	5,423.98
	F U N D T O T A L	244,071.82

P.I.R. Project 2005A

STORM WATER UTILITY FUND	SEMI-ANNUAL DEBT SVC TRANSFER	6,855.68-
	F U N D T O T A L	6,855.68-

Airport Capital Improvement

Airport Capital Improvement

OTTER ELECTRIC LLC	PAY APP. NO. 4 LIGHTING PROJ.	23,941.89
	F U N D T O T A L	23,941.89

Liquor Store

ADMINISTRATOR'S CONTINGENCY FD	OCTOBER VETS HOME PRODUCT	75.92
ALCOHOL & GAMBLING ENFORCEMENT	2022 BUYERS CARD-LIQUOR & WINE	40.00
AL'S REFRIGERATION, INC.	SEPT/REPAIR WALK-IN COOLER	295.00
THE AMERICAN BOTTLING COMPANY	NOVEMBER/MIX	307.99
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	280.56
ARCTIC GLACIER USA INC	NOVEMBER/ICE #3608130806	138.25
ARCTIC GLACIER USA INC	OCTOBER/ICE #3608130102	41.65
ARTISAN BEER COMPANY	NOVEMBER/BEER	3,752.15
BANKCARD CENTER	OCTOBER MOOD PANDORA	58.12
BANKCARD CENTER	OCTOBER SUPPLIES-BANDAGES	27.96
BANKCARD CENTER	OCTOBER/MISC PURCHASES	741.02
BELLBOY CORPORATION	NOVEMBER/LIQUOR	113.00-
BELLBOY CORPORATION	OCTOBER/LIGHTERS, COOLERS	123.00
BELLBOY CORPORATION	OCTOBER/LIQUOR	2,213.90
BELLBOY CORPORATION	OCTOBER/MIX	132.20
BELLBOY CORPORATION	OCTOBER/WINE	2,690.00
BEVERAGE WHOLESALERS INC	NOVEMBER/BEER	25,988.85
BEVERAGE WHOLESALERS INC	NOVEMBER/MIX	309.65
BEVERAGE WHOLESALERS INC	OCTOBER/BEER	9,837.85
PATRICIA DILLON	NOV FILE FOLDERS ORGANIZER	67.76
BRAUN VENDING INC	NOVEMBER WATER COOLER RENT	16.00
BRAUN VENDING INC	OCTOBER/SUPPLIES-WATER	12.50
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/BEER	23.20-
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/FREIGHT	69.48
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/LIQUOR	1,687.97
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/MIX	94.88
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/WINE	109.86
CARLOS CREEK WINERY	NOVEMBER/WINE	2,718.00
CAYAN	OCTOBER 2021 CR CD FEES	12,019.37
VIKING COCA-COLA BOTTLING CO	OCTOBER/MIX	144.08
COMMISSIONER OF REVENUE	2021 OCTOBER SALES TAX	114.69
COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	10.48
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	2.76
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	4.36

Liquor Store

COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	5.20
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.68-
COPPER TRAIL BREWING CO	NOVEMBER/BEER	301.04
DACOTAH PAPER CO	NOV/MISC PURCHASE-COLD CUPS	74.39
DISGRUNTLED BREWERY LLC	NOVEMBER/BEER	439.20
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	9,624.17
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	15.19
FERGUS BREWING COMPANY LLC	NOVEMBER/BEER	172.80
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	.26
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	82.63
H BOYD NELSON INC	NOVEMBER/BEER	20,581.18
H BOYD NELSON INC	NOVEMBER/MIX	238.45
H BOYD NELSON INC	OCTOBER/BEER	8,313.25
HOME DEPOT CREDIT SERVICES	NOV/BIT SET, ROOFING SCREW	57.16
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/BEER	25.60
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/FREIGHT	361.08
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/LIQUOR	14,556.77
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/MIX	123.20
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/WINE	4,385.98
JOHNSON BROTHERS LIQUOR CO	OCTOBER/FREIGHT	78.97
JOHNSON BROTHERS LIQUOR CO	OCTOBER/WINE	4,307.79
LIQUOR STORE	RECEIPT NOVEMBER RENT	358.00-
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	20.48
THE MCKINNON COMPANY INC	NOVEMBER/MIX-RED BULL	71.80
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	3,627.21
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	74.98
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	369.20
PEPSI BEVERAGE COMPANY	OCTOBER/MIX	232.65
PHILLIPS WINE AND SPIRITS CO	NOVEMBER/FREIGHT	128.57
PHILLIPS WINE AND SPIRITS CO	NOVEMBER/LIQUOR	9,314.26
PHILLIPS WINE AND SPIRITS CO	NOVEMBER/MIX	216.00
PHILLIPS WINE AND SPIRITS CO	NOVEMBER/WINE	851.75
SOUTHERN GLAZER'S OF MN	NOVEMBER/FREIGHT	133.21
SOUTHERN GLAZER'S OF MN	NOVEMBER/LIQUOR	2,077.60
SOUTHERN GLAZER'S OF MN	NOVEMBER/MIX	23.00-
SOUTHERN GLAZER'S OF MN	NOVEMBER/WINE	2,223.00
TOTAL REGISTER SYSTEMS	F'P MONTHLY SERVICE	32.36
	F U N D T O T A L	146,724.76

Refuse Disposal

Refuse Disposal

ADMINISTRATOR'S CONTINGENCY FD	OCTOBER EMPLOYEE AWARD	100.00
ALBANY RECYCLING CENTER INC	OCT RECYCLING	2,212.05
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	285.19
AUTO VALUE - FERGUS FALLS	NOV LARGE BLACK NITRILE GLVS	38.29
COMMISSIONER OF REVENUE	2021 OCTOBER SALES TAX	15.05
COMMISSIONER OF REVENUE	2021 OCTOBER SWMT	30,509.00
COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	7.18
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	1.89
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	3.00
COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	3.56
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.16-
WASTE MANAGEMENT	10/16-10/31/21 PRO SERVICES	2,188.82
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	14,912.36
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	65.10
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	.46
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	16.50
MARCO-FARGO	10/27-11/27/2021 COPIER RENT	129.21
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	29,134.38
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	115,000.00
OTTER TAIL COUNTY TREASURER	OCTOBER TIPPING FEES	93,439.22
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	157.75
OTTER TAIL POWER COMPANY	SEPTEMBER/SERVICE-MAIL BILLS	76.35
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	25.99
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	142.79
REVTRAK INC	OCTOBER 2021 CR CD FEES	2,685.65
WASTEWATER TREATMENT FUND	OCT LEACHATE ASH CELL	340.20
WASTEWATER TREATMENT FUND	OCT LEACHATE DEMO CELL	1,552.50
	F U N D T O T A L	293,041.33

Sewage Treatment

ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	215.33
BANKCARD CENTER	NOV LODGING	125.45
BANKCARD CENTER	OCT BIN, PELLETS	27.37
BANKCARD CENTER	OCT EE DSTLD WATER	7.00
BANKCARD CENTER	OCT MEROPA 68 1/35	199.50
BANKCARD CENTER	SEPT BAR SOAP, LIQUID SOAP	12.62
BANKCARD CENTER	SEPT NUMBERS, HANDWASH, RADIOS	69.90
CENTURYLINK	NOVEMBER TELEPHONE EXPENSE	64.00

Sewage Treatment

COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	11.60
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	3.05
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	4.82
COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	5.75
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.86-
DELZER CONSTRUCTION	NOV REP WATER VALVE 2 RIVERS	9,468.75
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	8,402.77
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	40.30
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	4.35
GOPHER STATE ONE CALL	OCT BILLABLE TICKETS	78.30
HAWKINS INC	SEPT CLOSED YOKE ADAPTER	95.00
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	11.00
MARCO-FARGO	10/27-11/27/2021 COPIER RENT	129.21
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	9,591.32
OTTER TAIL POWER COMPANY	SEPTEMBER/SERVICE-MAIL BILLS	76.34
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	25.99
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	140.64
OTTER TAIL TELCOM	NOV PHONE SYS. PROBLEM	75.00
PLUNKETT'S PEST CONTROL INC.	OCT SPRING/FALL EXTERIOR PROG.	20.00
POLLARDWATER	OCT LIFT STATION LEVEL 0-10PSI	566.76
RMB ENVIRONMENTAL LABORATORIES	NOV ANALYSIS	661.00
RMB ENVIRONMENTAL LABORATORIES	OCT ANALYSIS	596.00
REVTRAK INC	OCTOBER 2021 CR CD FEES	2,685.66
SPEE DEE DELIVERY SERVICE INC	OCT SHIPPING	54.90
WADENA ASPHALT INC	OCT ASPH	912.00
WADENA ASPHALT INC	OCT ASPH.	4,400.00
WASTEWATER TREATMENT FUND	RECEIPT TO OCT LEACHATE	1,892.70-
	F U N D T O T A L	36,887.12

Water

ADMINISTRATOR'S CONTINGENCY FD	NOVEMBER UTILITIES REFUND	50.92
AGGREGATE INDUSTRIES MGMT, INC	NOV 120 WEST CAVOUR (WATER)	980.00
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	422.52
BANKCARD CENTER	OCT SOLENOID VALVE	251.33
CENTURYLINK	NOVEMBER TELEPHONE EXPENSE	186.00
COMSTOCK CONSTRUCTION INC	HYD RENT 9/28/21-10/29/21	41.50-
COMSTOCK CONSTRUCTION INC	LESS DEP (REC.222793)	60.00
COMSTOCK CONSTRUCTION INC	WATER USAGE @ \$3.52/1,000 GAL	.36-

Water

COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	10.51
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	2.76
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	4.37
COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	5.21
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.69-
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	6,776.77
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	58.90
FASTENAL COMPANY	NOV WATER SAFETY VENDING	11.19
GENERAL FUND	OCTOBER COPIER USE	44.96
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	3.59
GENERAL FUND	OCTOBER POSTAGE USE	278.98
GOIN' POSTAL FERGUS FALLS	NOV POSTAGE	13.00
GOPHER STATE ONE CALL	OCT BILLABLE TICKETS	78.30
MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	16.50
MARCO-FARGO	10/27-11/27/2021 COPIER RENT	129.22
MARK SAND AND GRAVEL COMPANY	HYD.RENT 9/8/21-10/18/21	137.52-
MARK SAND AND GRAVEL COMPANY	LESS DEP. (REC.222574)	260.00
MARK SAND AND GRAVEL COMPANY	LESS WATER KEY DEP. FROM 2019	100.00
MARK SAND AND GRAVEL COMPANY	3,000 GAL @ \$3.52/1,000	10.56-
MIDWEST PRINTING COMPANY	OCT WATER METER SLIPS	65.00
MIDWEST PRINTING COMPANY	OCTOBER INITIALS STAMP-LB	25.11
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	14,750.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/PRINCIPAL	140,000.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	6,233.75
OTTER TAIL POWER COMPANY	SEPTEMBER/SERVICE-MAIL BILLS	76.34
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	25.99
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	161.52
REVTRAK INC	OCTOBER 2021 CR CD FEES	2,685.66
VERIZON WIRELESS	NOVEMBER CELL PHONE EXPENSE	89.10
WADENA ASPHALT INC	OCT ASPH	480.00
WADENA ASPHALT INC	OCT ASPH.	480.00
	F U N D T O T A L	175,120.87

Storm Water

GOPHER STATE ONE CALL	OCT BILLABLE TICKETS	78.30
MOORE ENGINEERING INC	OCT MS4 ASSISTANCE	5,320.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	159.80

Storm Water

STORM WATER UTILITY FUND	SEMI-ANNUAL DEBT SVC TRANSFER	6,855.68
	F U N D T O T A L	12,413.78

Equipment

A-1 LOCK & KEY LLC	OCT INSTALL NEW KNOBS-SHOP	757.00
ARAMARK UNIFORM SERVICES	OCTOBER LINEN SUPPLY	361.04
ASHBY EQUITY ASSOCIATION	NOV ISO 46 HYD OIL	595.10
ASHBY EQUITY ASSOCIATION	NOV OIL 15W40 5 GALLON PAIL	69.00
ASHBY EQUITY ASSOCIATION	NOV 15W-40 QUART OF OIL	5.11
AUTO VALUE - FERGUS FALLS	NOV BLACK SHIELD RETAINERS	6.99
AUTO VALUE - FERGUS FALLS	NOV FUEL FILTER UNIT 262	22.62
AUTO VALUE - FERGUS FALLS	NOV HYD HOSE ENDS UNIT 280	164.36
AUTO VALUE - FERGUS FALLS	NOV H7 HEADLAMP BULB	19.98
AUTO VALUE - FERGUS FALLS	NOV RED REFLECTORS UNIT 453	5.98
AUTO VALUE - FERGUS FALLS	NOV STARTER SOL UNIT 267	40.41
AUTO VALUE - FERGUS FALLS	NOV STOCK OIL FILTERS	60.24
AUTO VALUE - FERGUS FALLS	NOV WHITE PAINT MARKER (SHOP)	9.98
AUTO VALUE - FERGUS FALLS	NOV WINDSHIELD WASH SOLVENT	23.34
AUTO VALUE - FERGUS FALLS	NOV 1/4" M2T HYD HOSE (STOCK)	354.00
AUTO VALUE - FERGUS FALLS	OCT .50/.25 OZ WHEEL WEIGHTS	23.48
AUTO VALUE - FERGUS FALLS	OCT FUEL FILTER SHOP PARTS WAS	10.36
AUTO VALUE - FERGUS FALLS	OCT FUEL FILTER UNIT 453	4.48
AUTO VALUE - FERGUS FALLS	OCT LED STOP/TAIL LIGHTS U-255	131.98
AUTO VALUE - FERGUS FALLS	OCT OIL FILTER UNIT 2091	3.66
BANKCARD CENTER	MN FALL MAINTENANCE EXPO	180.00
BANKCARD CENTER	OCT BRINE PUMP	49.00
BANKCARD CENTER	OCT BRINE SYSTEMS	122.24
BANKCARD CENTER	OCT CARBON BRUSH	37.84
BANKCARD CENTER	OCT ENGINE BARRING TOOL	91.23
BANKCARD CENTER	OCT EXTENDED SPRAY NOZZLE	72.52
BANKCARD CENTER	OCT FLAT-UNIT 265	82.80
BANKCARD CENTER	OCT GROOVE JOINT PLIERS	17.99
BANKCARD CENTER	OCT JACK, BM CLAMP, BD TEE	162.44
BANKCARD CENTER	OCT NOZZLE CLAMPS	42.32
BANKCARD CENTER	OCT REAR OBSERVATION SYSTEM	582.13
BANKCARD CENTER	OCT RETURN NOZZLE, BD TEE, CLAMP	115.66-
BANKCARD CENTER	OCT TIRE LUBE	4.69
BANKCARD CENTER	OCT WATER PUMP UNIT 265	675.32

Equipment

BANKCARD CENTER	OCTOBER MOTOR FUEL	52.67
BANKCARD CENTER	SEPT BRACKETS FOR TOOL BOX-270	27.98
BANKCARD CENTER	SEPT PRISMACOLOR PENCILS	16.29
BANKCARD CENTER	SEPT 3/8 FLAT-UNIT 240	17.38
BANKCARD CENTER	SHOCK ABSORPTION MOUNT STUD	21.18
CENTURYLINK	NOVEMBER TELEPHONE EXPENSE	194.00
COMMISSIONER OF REVENUE	2021 OCTOBER SPECIAL FUEL TAX	769.50
COMMISSIONER OF REVENUE	2021 OCTOBER SALES TAX	54.06
COOPERS TECHNOLOGY GROUP	NOV MOUNTING SQUARES, PAPER	5.88
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-FILE FOLDERS	1.55
COOPERS TECHNOLOGY GROUP	NOVEMBER/SUPPLIES-PAGE FLAGS	2.44
COOPERS TECHNOLOGY GROUP	OCTOBER/EXPANDING FILE POCKETS	2.92
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	.94-
COSSETTE ELECTRIC LLC	NOV REPLACE GFCI IN SHOP	107.16
COSSETTE ELECTRIC LLC	NOV TROUBLESHOOT CEILING FAN I	86.00
DAKOTA FLUID POWER INC	OCT WIRE SPRING GUARD U-280	64.08
EMERGENCY AUTOMOTIVE	NOV WHELEN LED FLASHER	226.35
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER HEALTH INSURANCE	4,471.31
EMPLOYEES INSURANCE TRUST FUND	NOVEMBER LIFE INSURANCE	25.11
EQUIPMENT FUND	OCT FUEL USAGE	292.03-
EQUIPMENT FUND	OCT REPAIRS/SERVICE	456.22-
FARGO FREIGHTLINER	NOV ABS MODULATOR VALVE U-225	147.01
FARGO FREIGHTLINER	NOV DRUMS/SHOES UNIT 225	353.58
FARGO FREIGHTLINER	NOV RELAY VALVE CREDIT	92.35-
FARGO FREIGHTLINER	NOV RELAY VALVE KIT U-225	92.35
FARGO FREIGHTLINER	OCT RETURN CREDIT MULTI FUNCTI	123.68-
FARGO FREIGHTLINER	SEP CREDIT RETURNED PARTS	143.06-
FARGO FREIGHTLINER	SEP MULTI FUNCTION SWITCH U227	123.68
JOHN DEERE FINANCIAL	NOV HYD QUICK COUPLERS U-214	282.57
FASTENAL COMPANY	NOV BLACK SPRAY PAINT/PRIMER	83.31
FASTENAL COMPANY	NOV SHOP SUPPLY VENDING	76.65
FASTENAL COMPANY	NOV 700 J220 EVAP COOLERS SHOP	1,019.99
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	10.05
NAPA AUTO PARTS - FERGUS FALLS	NOV FLOOR DRY (SHOP)	116.90
NAPA AUTO PARTS - FERGUS FALLS	OCT HYD FILTERS UNIT 239	199.97
GOODIN COMPANY	NOV BRASS FITTINGS UNIT 1193	50.40
GOODIN COMPANY	NOV 1/2" BRASS ADAPTER U-1193	46.45
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	533.33
HOME DEPOT CREDIT SERVICES	NOV BRINE TANK PLUMBING PARTS	31.55
HOME DEPOT CREDIT SERVICES	NOV CLEAR PLASTIC SHEETING	13.98
HOME DEPOT CREDIT SERVICES	NOV T25 TORX 3/8" DRIVE SOCKET	2.78
INTERSTATE BATTERY SYSTEM	NOV STOCK BATTERIES MT34/31P	179.90
KNUTSON ELECTRIC REBUILDING	NOV REPAIR FAB GRINDER	45.00

Equipment

MII LIFE INCORPORATED	NOVEMBER FLEX/HSA PART FEE	5.64
MTI DISTRIBUTING INC	NOV BEVEL GEAR/PIN/BUSHING	129.73
MTI DISTRIBUTING INC	NOV REAR AXLE REPAIR PARTS 958	1,545.89
MACQUEEN EQUIPMENT INC	NOV JOYSTICK TRIGGER SWITCH	108.74
MARCO-FARGO	10/27-11/27/2021 COPIER RENT	118.74
MIDWEST PRINTING COMPANY	NOV PRINT SERVICE MANUAL U-283	310.00
MINNESOTA MOTOR COMPANY	NOV TERMINAL END (SHOP)	7.44
MINNESOTA MOTOR COMPANY	OCTOBER WASHES	30.00
MINNESOTA MOTOR COMPANY	SEPTEMBER WASHES	30.00
NARDINI FIRE EQUIPMENT CO INC	NOV INSPECT ALARM SYSTEM	321.00
NORTH CENTRAL INTERNATIONAL	OCT FENDER MOUNT MIRROR U-241	430.35
OLSON OIL COMPANY INC	NOV UNLEADED FUEL CITY SHOP	23,719.93
OLSON OIL COMPANY INC	OCT PREM #2 DIESEL LANDFILL	2,063.07
OLSON OIL COMPANY INC	OCT RED #1 DIESEL LANDFILL	980.73
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	1,090.37
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	58.48
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	35.82
POLICE DEPT CONTINGENCY FUND	2082 GAS LEMA	48.36
R & R SPECIALTIES, INC.	NOV BOARD BRUSHES (BLUE) ZAMBO	185.05
R & R SPECIALTIES, INC.	NOV WATER PUMP IMPELLER ZAMBON	211.50
ROYAL TIRE INC	NOV REPAIR LOADER TIRE	263.96
ROYAL TIRE INC	NOV STOCK TIRE AND RIM ORDER	893.61
SWANSTON EQUIPMENT CO	NOV LOAD WHEEL HYD MOTOR	740.22
SWANSTON EQUIPMENT CO	NOV LOAD WHEEL HYD MOTOR U-239	740.22
SWANSTON EQUIPMENT CO	SEP CREDIT RETURNED VALVE	127.36-
TWIN STAR EQUIPMENT & MFG CO	NOV ACS COUPLER 11 SNOW PUSHER	2,220.00
UNLIMITED AUTOGLASS LLC	NOV REPAIR WINDSHIELD CHIP	60.00
WALLWORK TRUCK CENTER F.F.	NOV CREDIT FOR MAIN BEARINGS	219.60-
WALLWORK TRUCK CENTER F.F.	NOV OIL FILTERS (STOCK)	107.04
WALLWORK TRUCK CENTER F.F.	OCT RADIATOR UNIT 263	625.72
ZIEGLER INC.	NOV FUEL PUMP ASSY UNIT 453	37.63
ZIEGLER INC.	NOV PLOW BOLTS UNIT 296	19.44
	F U N D T O T A L	49,912.72

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT NOVEMBER HEALTH INS	141,395.99-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT NOVEMBER LIFE INS	2,832.41-
	F U N D T O T A L	144,228.40-

Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAM REIMBURSEMENT	210.89
MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	282.40
	F U N D T O T A L	493.29

PEG Access

BANKCARD CENTER	3RD QTR 2021 FILING FORM 941	8.50
CARLSON SV LLP	2020 FEDERAL & STATE RETURNS	425.00
LIQUOR STORE	NOVEMBER RENT	358.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	76.36
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	221.85
	F U N D T O T A L	1,089.71

Business Development for Fergus Falls

CARLSON SV LLP	2020 FEDERAL & STATE RETURNS	475.00
	F U N D T O T A L	475.00

Fergus Falls Convention and Visitor's Bureau, Inc.

ADMINISTRATOR'S CONTINGENCY FD	MN CHARITABLE ORGANIZER FEE	25.00
BANKCARD CENTER	OCTOBER DROPBOX PLUS	119.88
BANKCARD CENTER	OCTOBER MACVB EDUCATION CONFER	154.61
BANKCARD CENTER	OCTOBER PHOTO FOR BILLBOARD	100.00
BANKCARD CENTER	OCTOBER ZOOM.US	16.16
BANKCARD CENTER	SEPTEMBER FACEBOOK ADS	50.00
BANKCARD CENTER	3RD QTR 2021 FILING FORM 941	8.50
GENERAL FUND	OCTOBER COPIER USE	16.16
GENERAL FUND	OCTOBER LONG DISTANCE CHARGES	3.54
GENERAL FUND	OCTOBER POSTAGE USE	51.28
OTTER TAIL TELCOM	NOV. TELEPHONE LINES	19.49

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 15 DAY OF NOVEMBER 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

11/15/2021

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

TG PROPERTY LLC	1,166.73
TG PROPERTY LLC	1,166.73
COMMISSIONER OF REVENUE	93,843.50
MN DEPARTMENT OF AGRICULTURE	25.00
OTTER TAIL COUNTY TREASURER	93,914.50
A-1 LOCK & KEY LLC	938.50
AT&T MOBILITY	368.42
ADMINISTRATOR'S CONTINGENCY FD	295.99
AGGREGATE INDUSTRIES MGMT, INC	980.00
ALBANY RECYCLING CENTER INC	2,212.05
ALCOHOL & GAMBLING ENFORCEMENT	40.00
AL'S REFRIGERATION, INC.	614.00
THE AMERICAN BOTTLING COMPANY	307.99
ARAMARK UNIFORM SERVICES	2,518.08
SEAN ANDERSON	428.64
ARCTIC GLACIER USA INC	179.90
ARTISAN BEER COMPANY	3,752.15
ASHBY EQUITY ASSOCIATION	669.21
ATLAS OUTDOOR SERVICES LLC	1,000.00
AUTO VALUE - FERGUS FALLS	920.15
BAKER TILLY MUNICIPAL	850.00
BANKCARD CENTER	11,331.76
BELLBOY CORPORATION	5,046.10
BEVERAGE WHOLESALERS INC	36,136.35
BEYER BODY SHOP, INC.	80.00
PATRICIA DILLON	67.76
BRAUN VENDING INC	28.50
BRAUN INTERTEC CORPORATION	8,162.00
BREAKTHRU BEVERAGE MINNESOTA	1,938.99
ANDREW BREMSETH	216.18
C & L EXCAVATING INC	126,952.80
CARLOS CREEK WINERY	2,718.00
CARLSON SV LLP	900.00
CAYAN	12,019.37
CENTURYLINK	508.00
CHARTER COMMUNICATIONS	80.89
VIKING COCA-COLA BOTTLING CO	144.08
COMPANION HEALTH	200,000.00
COMSTOCK CONSTRUCTION INC	248.84
COOPERS TECHNOLOGY GROUP	135.95
COPPER TRAIL BREWING CO	301.04
COSSETTE ELECTRIC LLC	758.04
DACOTAH PAPER CO	1,543.64
DAILY JOURNAL	1,203.02
DAKOTA FLUID POWER INC	64.08
WASTE MANAGEMENT	2,188.82
DELZER CONSTRUCTION	11,604.55

11/15/2021

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

DISGRUNTLED BREWERY LLC	439.20
EMERGENCY AUTOMOTIVE	226.35
FARGO FREIGHTLINER	357.53
JOHN DEERE FINANCIAL	282.57
FASTENAL COMPANY	1,548.29
FERGUS BREWING COMPANY LLC	172.80
GALLS LLC	13,686.59
NAPA AUTO PARTS - FERGUS FALLS	316.87
GOIN' POSTAL FERGUS FALLS	13.00
GOODIN COMPANY	367.38
GOPHER STATE ONE CALL	234.90
GRAND FORKS FIRE EQUIPMENT LLC	95.95
GREAT PLAINS FIRE	822.63
GREAT PLAINS NATURAL GAS CO	1,317.80
H BOYD NELSON INC	29,132.88
HAWKINS INC	95.00
HERZOG ROOFING	205.00
HOISINGTON KOEGLER GROUP INC	550.00
HOME DEPOT CREDIT SERVICES	500.38
INTERSTATE BATTERY SYSTEM	179.90
JK SPORTS	598.00
JOHNSON BROTHERS LIQUOR CO	23,839.39
JOHNSON CONTROLS INC	804.99
KADDATZ ARTISTS LOFTS LIMITED	2,449.04
KNUTSON ELECTRIC REBUILDING	45.00
LHR HOSPITALITY MANAGEMENT	5,000.00
MARK LEE ASPHALT & PAVING, INC	10,309.59
LUTHERAN BRETHERN WOODLAND	7,168.59
MII LIFE INCORPORATED	716.04
MTI DISTRIBUTING INC	1,675.62
MACQUEEN EQUIPMENT INC	108.74
MARCO-FARGO	1,095.46
MARK SAND AND GRAVEL COMPANY	5,089.33
THE MCKINNON COMPANY INC	71.80
MIDWEST PRINTING COMPANY	600.11
MINNESOTA MOTOR COMPANY	67.44
MOORE ENGINEERING INC	74,566.25
NARDINI FIRE EQUIPMENT CO INC	702.00
ROBERT NORDICK	25,715.38
NORTH CENTRAL INTERNATIONAL	430.35
NORTHLAND TRUST SERVICES, INC.	2,266,659.38
NYCKLEMOE & ELLIG, P.A.	8,937.50
O'DAY EQUIPMENT INC	1,861.00
OLSON OIL COMPANY INC	26,763.73
OTTER ELECTRIC LLC	24,355.98
OTC HUMANE SOCIETY INC	1,915.00
OTTER TAIL POWER COMPANY	53,319.14

11/15/2021

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

OTTER TAIL TELCOM	5,091.84
OVERHEAD DOOR CO	37.50
PEPSI BEVERAGE COMPANY	232.65
WILLIAM PETERSEN	950.00
PHILLIPS WINE AND SPIRITS CO	10,510.58
PLUNKETT'S PEST CONTROL INC.	20.00
POLICE DEPT CONTINGENCY FUND	611.61
POLLARDWATER	566.76
PRO-WEST & ASSOCIATES, INC	1,045.10
RMB ENVIRONMENTAL LABORATORIES	1,257.00
R & R SPECIALTIES, INC.	396.55
REVTRAK INC	8,056.97
ROYAL TIRE INC	1,157.57
SHI INTERNATIONAL CORP	26,752.00
SKY CREW SERVICES, LLC	5,500.00
SOMERSET APARTMENTS LLP	7,385.47
SOUTHERN GLAZER'S OF MN	4,410.81
SPEE DEE DELIVERY SERVICE INC	54.90
SUNSET RIDGE APARTMENTS OF	43,263.17
SWANSTON EQUIPMENT CO	1,359.80
TOTAL REGISTER SYSTEMS	32.36
TWIN CITY SHARPENING INC	84.21
TWIN STAR EQUIPMENT & MFG CO	2,220.00
UGSTAD PLUMBING, INC.	765.04
UNLIMITED AUTOGLASS LLC	60.00
US BANK EQUIPMENT FINANCE	540.84
VERIZON WIRELESS	1,208.05
WALLWORK TRUCK CENTER F.F.	513.16
WADENA ASPHALT INC	6,272.00
WELLS FARGO - INVESTMENTS	1,737,444.48
WEST CENTRAL ABSTRACTING	45.00
BRIAN YAVAROW	188.16
TOTAL OTHER GOVERNMENT	187,783.00
TOTAL OTHER VENDORS	4,905,121.09
TOTAL ALL VENDORS	5,092,904.09



Memo

Page 1 of 1

Meeting Date:

November 15, 2021- City Council

Subject:

Boards & Commission Updates

Recommendation:

Direct the City Attorney to draft and format suggested revisions to City Code *Chapter 32: City Organizations*.

Background/Key Points:

Based on feedback from board and commission members and the capacity of commission, board, and City staff members, staff requests that Council consider adopting the following changes to Chapter 32 of the City Code:

- Finalize board and commission appointments at the last regular Council meeting in December;
- Clarify that meetings must be set in compliance with Open Meeting Law;
- Update language regarding annual reports to read “provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission;
- Absorb the duties of the Pedestrian and Bicycle Advisory Commission into the work of the Board of Parks and Recreation and Planning Commission;
- Update the name of the Board of Parks and Rec to “Board of Parks, Trails, and Recreation” to indicate the expanded focus on bicycle and pedestrian infrastructure;
- Designate the Airport Advisory Board, Human Rights Commission, Public Safety Advisory Board, Public Arts Commission, and Sister City Commission as ad hoc commissions;
- Lower the member number of ad hoc boards and commissions from 5 to 3;
- Streamline the duties of ad hoc boards and commissions to reflect the reality of their work and capacity;
- Consider adding “§ 32.30 Mayor’s Natural Resource Advisory Committee” or “Natural Resource Advisory Committee” to code.

Budgetary Impact:

N/A

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

CHAPTER 32: CITY ORGANIZATIONS

Section 2.01 Generally

32.02 Membership

32.03 Terms of appointment

32.04 Vacancies and removal of members

32.05 Compensation

32.06 Officers

32.07 Meetings

32.08 City Administrator as ex-official member

32.09 State law adopted

Specific Boards, Commissions and the Like

32.20 Library Board

32.21 Board of Parks and Recreation

32.22 Public Safety Advisory Board

32.23 Pedestrian and Bicycle Advisory Commission

32.24 Human Rights Commission

32.25 Heritage Preservation Commission

32.26 Airport Advisory Board

32.27 Public Arts Commission

32.28 Sister City Commission

32.29 Equalization Committee

32.30 Port Authority

GENERAL PROVISIONS

§ 32.01 GENERALLY.

(A) The Council performs the duties and exercises the powers of administrative boards or commissions.

(B) (1) However, the Council may establish boards or commissions for the city and, under its supervision as provided in this chapter, to investigate subjects or to perform quasi-judicial functions.

(2) Additional administrative boards or commissions may be established as required by law or for the administration of a municipal function jointly shared with other political subdivisions.

(3) Except as otherwise provided with respect to a board or commission, the provisions of this subchapter shall apply to all boards and commissions provided in this code of ordinances.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.02 MEMBERSHIP.

(A) Members shall be appointed by the Mayor and the appointment confirmed by the Council, at the ~~first regular meeting in January~~ last regular meeting in December of each year.

(B) Members serve at the pleasure of the Council.

(C) No member of the Council or an employee of the city may serve as a member.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.03 TERMS OF APPOINTMENT.

The terms of each member must be established and stated at the time of his or her appointment, and terms of present board and commission members may be reestablished and changed so as to give effect to this subchapter.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.04 VACANCIES AND REMOVAL OF MEMBERS.

(A) *Vacancies*. Membership becomes vacant upon the occurrence of any of the following:

(1) *Death*. Death of a member;

(2) *Disability*. A determination by the Council that the member's physical or mental disability renders the member incapable of service;

(3) *Resignation*. The member's resignation in writing;

(4) *Absence*. A member's absence from three consecutive meetings, unless excused by action of the Council; and

(5) *Change in residence*. Termination of a member's residence in the city.

(B) *Removal from office*. A member may be removed:

(1) *Upon petition of a board or commission*. A board or commission, by three-fifths' vote of its members, may petition to the Council to remove any member when, in its discretion, the best interests of the city would be served thereby; and

(2) *By the Council*. The Council has the authority, in its discretion, to remove any member for any reason.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.05 COMPENSATION.

Members must serve without compensation, but may be reimbursed for out-of-pocket expenses incurred in performance of their duties when out-of-pocket expenses have been approved by the Council before they were incurred.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.06 OFFICERS.

A Chairperson and Vice Chairperson shall be chosen from and by the board or commission membership at its first regular meeting

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.07 MEETINGS.

~~Meeting schedules must be set by e~~Each board and commission in compliance with the Open Meeting Law, M.S. Ch. 13D. ~~may determine the date and time of its meetings and must set public hearings as are necessary and desirable, or required by law, this code or the charter.~~

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

Commented [1]: also add that minute must be turned in to Lynne to be made public

§ 32.08 CITY ADMINISTRATOR IS EX-OFFICIO MEMBER.

The City Administrator is an ex-officio member of all boards and commissions; provided that, if he or she is unable to attend a meeting or act in the capacity of membership, he or she may designate an individual to attend any meeting or act in his or her capacity.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

§ 32.09 STATE LAW ADOPTED.

The provisions of the Government Data Practices Act, M.S. Ch. 13, the Open Meeting Law, M.S. Ch. 13D, and the laws relating to Gifts to Local Officials, M.S. § 471.895, as these laws may be amended from time to time, apply to all boards and commissions of the city and their members.

(2002 Code, § 2.20) (Ord. 69, Seventh Series, effective 7-7-2018)

SPECIFIC BOARDS, COMMISSIONS AND THE LIKE

§ 32.20 LIBRARY BOARD.

(A) There is hereby continued as heretofore established a Library Board composed of five members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Library Director, or his or her designee, is an ex-officio member only and not included in the above number.

(B) The duties of the Library Board are as follows:

- (1) To act in an advisory capacity to the Council on all matters relating to the public library and related programs in the city;
 - (2) To establish written rules and regulations for the use, management and operation of the public library, the same to be approved by action of the Council before they are placed in effect;
 - (3) To make recommendations to the Council for the improvement of the public library and its facilities; and
 - (4) To provide an annual written report to the Council as follows:
 - (a) Submitting a true copy of the minutes of all meetings held during the preceding year;
 - (b) Submitting a statement of requests for payment; and
 - (c) Submitting a report of all activities not set forth in the minutes.
- (2002 Code, § 2.22)

Commented [2]: No change.

§ 32.21 BOARD OF PARKS, TRAILS, AND RECREATION.

(A) There is hereby continued, as heretofore established, a Board of PARKS, TRAILS, AND RECREATION~~Parks and Recreation~~, composed of five members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The ~~Park, Recreation and Forestry Manager~~Public Works Director, or his or her designee, is an ex-officio member only and not included in the above number.

(B) The duties of the Board of Parks, Trails, and Recreation are as follows:

- (1) To act in an advisory capacity to the Council on all matters relating to the operation of the public parks, recreational facilities and related programs located within the city, including matters involving bicycle and pedestrian activity;
- (2) To establish written rules and regulations for the use, management and operation of the public parks, recreational facilities and related programs, the same to be confirmed by the Council before they are placed in effect;
- (3) To make recommendations to the Council for the improvement of the public parks, recreational facilities and related programs; and
- (4) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any requested updates relating to the mission and/or vision of the board or commission. ~~To provide an annual written report to the Council as follows:~~
 - ~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~

~~(b) Submitting a statement of requests for payment; and
(c) Submitting a report of all activities not set forth in the minutes.~~
(2002 Code, § 2.23)

§ 32.22 PUBLIC SAFETY ADVISORY BOARD.

(A) There is hereby continued, as heretofore established, an ad hoc Public Safety Advisory Board composed of three members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Chief of Public Safety, or his or her designee, is an ex-officio member only and not included in the above number.

(B) The public safety advisory committee shall meet at times deemed necessary by the committee.

(C) The duties of the Public Safety Advisory Board are as follows:

- (1) To act in an advisory capacity to the Council on all matters relating to the Department of Public Safety and related programs in the city;
- (2) To make recommendations to the Council for the improvement of the facilities of the Department of Public Safety; and
- (3) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission.

~~To provide an annual written report to the Council as follows:~~

- ~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~
 - ~~(b) Submitting a statement of requests for payment; and~~
 - ~~(c) Submitting a report of all activities not set forth in the minutes.~~
- (2002 Code, § 2.24)

§ 32.23 PEDESTRIAN AND BICYCLE ADVISORY COMMISSION.

~~(A) There is hereby established a Pedestrian and Bicycle Advisory Commission composed of five members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Council may appoint a public official as an ex-officio member only and not included in the above number.~~

~~(B) The duties of the Pedestrian and Bicycle Advisory Commission are as follows:~~

- ~~(1) To act in advisory capacity to the Council in all matters pertaining to pedestrians and bicycles in and throughout the city;~~
 - ~~(2) To make recommendations to the Council on matters involving bicycles and pedestrians; and~~
 - ~~(3) To provide an annual report to the Council as follows:~~
 - ~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~
 - ~~(b) Submitting a statement of requests for payment; and~~
 - ~~(c) Submitting a report of all activities not set forth in the minutes.~~
- ~~(2002 Code, § 2.25) (Ord. 35, Seventh Series, effective 11-7-2015)~~

§ 32.234 HUMAN RIGHTS COMMISSION.

(A) There is hereby continued, as heretofore established, an ad hoc Human Rights Commission composed of ~~three~~^{five} members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Council may appoint a public official as an ex-officio member only and not included in the above number.

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Commented [3]: absorb work into Parks, Trails, and Rec and Planning Commission

(B) It is the policy of the city to encourage the establishment and development of equal opportunity and fair treatment of all individuals living, working or traveling in and through the city without regard to race, color, creed, religion, national origin, sex, marital status, disability, status with regard to public assistance, sexual orientation, familial status, age or any other classification subsequently identified by the state.

(C) The duties of the Human Rights Commission are as follows:

(1) To act in an advisory capacity to the Council on matters of equal opportunity and fair treatment and, when requested by the Council, to make studies, investigations and recommendations to the Council regarding matters of equal opportunity and fair treatment;

~~(2) To develop and recommend educational programs for dissemination and implementation of the policy herein stated;~~

(3) To recommend programs and procedures which further the policy herein stated;

(4) To identify and advise the Council on activities initiated by other public agencies and quasi-public agencies regarding civil and human rights and participate as directed by the Council;

(5) To review and report on specific matters as directed by the Council, including studies on community demographics and surveys on civil and human rights practices in the city; and

~~(4) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission.~~

~~(6) To provide an annual written report to the Council as follows:~~

~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~

~~(b) Submitting a statement of requests for payment; and~~

~~(c) Submitting a report of all activities not set forth in the minutes.~~

(2002 Code, § 2.31)

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§ 32.245 HERITAGE PRESERVATION COMMISSION.

(A) *Public policy.* The City Council hereby declares as a matter of public policy that the preservation, protection, perpetuation and use of areas, places, buildings, structures and other objects having a special historical, community or aesthetic interest of value is a public necessity and is required in the interest of the health, prosperity, safety and welfare of the community. The purpose of this section is to:

(1) Safeguard the heritage of the city by preserving sites and structures which reflect elements of the city's cultural, social, economic, political, visual and architectural history;

(2) Protect and enhance the city's appeal and attraction to residents, visitors and tourists and serve as a support and stimulus to business and industry;

(3) Enhance the visual and aesthetic character, diversity and interest of the city;

(4) Enhance the economic viability of heritage preservation landmarks and districts through the protection and promotion of their unique character;

(5) Foster civic pride in the beauty and notable accomplishments of the past; and

(6) Promote the preservation and continued use of historic sites and structures for the education and general welfare of the people of the city.

(B) *Establishment and composition.*

(1) A Heritage Preservation Commission composed of seven members is hereby continued as heretofore established for the city and under the supervision of the Council which commission is authorized by M.S. § 471.193, subd. 2, as it may be amended from time to time. All appointments thereto shall be made for a term of two years.

Commented [4]: This group is governed mostly by State Statute

(2) One member of this Commission should, if available in the community, be a member of the county's Historical Society. At least two members, if available in the community, should be preservation-related professionals (including the professions of history, architecture, architectural history, archeology, planning, real estate, design, building trades, landscape architecture or law). A member of the Planning Commission and the City Planner of the city should be ex-officio non-voting members of the Commission and not included in the number. Members must be persons who have demonstrated an interest or expertise in historic preservation.

(C) *Power and duties.* The powers and duties of the Commission include the powers authorized by M.S. § 471.193, subd. 3, as it may be amended from time to time. No power may be exercised by the Commission which is contrary to state law, the Charter or the code. No action of the Commission may contravene any provision of the city's zoning or planning ordinances unless expressly authorized by ordinance. The Commission may also recommend to the Council buildings (including interiors where appropriate), lands, areas, districts or other objects to be designated or described for heritage preservation in the city, as follows.

(1) The Commission shall cause to be prepared studies or surveys which would catalogue the buildings (including interiors where appropriate), lands, areas, districts or other objects to be considered by the city for heritage preservation.

(2) The Commission shall have the authority to solicit gifts and contributions to be made to the city and to assist in the preparation of application for grant funds to be made to the city for the purpose of heritage preservation.

(3) For every building or district designated for heritage preservation, the Commission shall prepare a guideline for utilization of the property.

(4) The Commission shall make no application to the National Register without the consent of the Council.

(D) *Designation for preservation.*

(1) *Reports.* Prior to recommending a site or district to the Council for designation, amending a designated site or district or nominating a site or district to the National Register of Historic Places, a report shall be made which catalogs the building(s) (including interior(s) where appropriate), land(s), area(s), district(s) or other object(s) to be preserved in the city for heritage preservation.

(2) *Criteria.* The Commission shall recommend to the Council buildings (including interiors where appropriate), lands, areas, districts or other objects to be designated or described for heritage preservation. In considering the designation of heritage preservation sites, the Commission shall apply the following criteria. Preservation sites must meet at least one of the following criteria:

(a) Its character, interest or value as part of the development, heritage or cultural characteristics of the city, state or the United States;

(b) Its location as a site of a significant historical event;

(c) Its identification with a person or persons who significantly contributed to the culture and development of the city, state or the United States;

(d) Its embodiment of distinguishing characteristics of an architectural style, period, form or treatment;

(e) It is identified as the work of an architect or master builder whose individual work has influenced the development of the city;

(f) Its embodiment of elements of architectural design, detail, materials or craftsmanship which represents a significant architectural innovation; and

(g) Its unique location or singular physical characteristic represents an established and familiar visual feature of a neighborhood, community or the city as a whole.

(3) *Planning Commission review.* The Commission shall advise the Planning Commission of the proposed designation of a heritage preservation site, including boundaries and a program for the preservation, restoration or rehabilitation of the site and secure from the Planning Commission its recommendation with respect to the relationship of the heritage preservation designation to the comprehensive plan of the city. The Planning Commission will render its opinion as to the effect of the proposed designation upon the surrounding neighborhood and any other planning consideration which might be relevant to the proposed designation. The Planning Commission shall then recommend to approve, reject or suggest modifications to the proposed designation. The recommendation shall become part of the official record concerning the proposed designation and shall be submitted by the Commission along with its recommendation concerning the proposed designation to the Council. The Commission may make modifications, changes and alterations concerning the proposed designation as it deems necessary in consideration of the recommendations of the Planning Commission.

(4) *Communications with the state's Historical Society.* A copy of the Commission's proposed designation and design guidelines of a heritage preservation site, including boundaries and a program for the preservation, restoration or rehabilitation of the site shall be sent to the state's Historical Society in accordance with state statutes.

(5) *Hearings.* Prior to the designation, the Council shall hold a public hearing, notice of which shall have been published in a newspaper of general circulation at least ten days prior to the date of hearing and notice shall be sent to owner of property being considered for designation.

(6) *Communication with the Council.* The Commission shall determine if the proposed heritage preservation site is eligible for heritage preservation as determined by the criteria specified in division (D)(2) above. If the Commission recommends to the Council that the site be designated for heritage preservation, the Commission shall present to the Council any necessary reports on the site along with a guideline for utilization of the site.

(7) *Council designation.* The Council, after review of the reports and guideline for utilization of the site and considering any evidence adduced at the hearing, shall determine by ordinance or resolution whether or not to designate or describe the specific buildings (including interiors where appropriate), lands, areas, districts or other objects to be designated or described for heritage preservation. (8) *Acquisition.* The Commission may recommend to the Council, after review and comment by the Planning Commission, that certain property eligible for designation as a heritage preservation site be acquired by gift, negotiation or by eminent domain as provided for in M.S. Ch. 117, as it may be amended from time to time.

(E) *Review of permits.* The Commission shall review any building permits issued by the city to do any of the following in a building or area or district designated for heritage preservation in the city:

- (1) Remodel or repair in any manner that will change the exterior appearance and/or interior where designated;
- (2) Move a building;
- (3) Destroy a building in whole or in part;
- (4) Change the nature or appearance of a preserved area;
- (5) In reviewing any permit, the Commission shall adhere to the guidelines established by the Secretary of the Interior's *Standards for Rehabilitation*, as amended.

- (a) Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building structure or site and its environment, or to use a property for its originally intended purpose.
- (b) The distinguishing historic qualities or character of a building, structure or site and its environment shall be preserved. The removal or alteration of any historic material or distinctive architectural features shall be avoided.
- (c) All buildings, structures, objects and sites shall be recognized as products of their own time, place and use. Proposed alterations which seek to create or add features inconsistent to the building's, structure's, object's or site's era shall be discouraged.
- (d) Changes which may have taken place in the course of time that have acquired historic significance in their own right shall be retained and preserved.
- (e) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object or site shall be preserved.
- (f) Deteriorated historic features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- (g) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other chemical means that could damage the historic fabric of the building, structure, object or site shall be avoided.
- (h) Contemporary design for alterations and additions to existing properties shall not be discouraged when alterations do not destroy significant historical, architectural or cultural material, and the design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- (i) Whenever possible, new additions and adjacent or related new construction shall be done in a manner that if alterations are removed in the future, the historic integrity of the designated building, structure, object or site would remain unimpaired.
- (j) Significant archaeological resources affected by a project shall be protected and preserved. If resources must be disturbed, mitigation measures shall be undertaken.
- (6) The Commission shall review the permits by holding a public hearing, notice of which shall have been sent to the property owners involved. Every application for a building permit in relation to property designated for heritage preservation in the city shall be accompanied by plans for the proposed work to be done; and
- (7) After conducting the public hearing, the Commission shall render its decision thereon in writing to the Council, with a copy to the Building Inspector and a copy to the applicant. If the Commission shall have disapproved the plans, the Building Inspector shall not issue the permit. If the Commission shall disapprove the plans, its written order of disapproval shall include recommendations for changes to be made or what other further consideration should be given to the plan before the Commission's approval would be given. If no action upon the plans submitted to the Commission has been taken at the expiration of 60 days from the date of the application for building permit, and submission of plans, the plans shall have been deemed to be approved and, if all other requirements of the city have been met, the Building Inspector shall authorize the permit for the proposed building. The Building Inspector, upon receipt from the Commission of its decision, shall forthwith forward to the Council for placing on its agenda at its next regular meeting the application for permit as submitted to the Building Inspector.

(F) *Certificate of no change.*

(1) An applicant for a building permit requiring the approval of the Heritage Preservation Commission may elect to dispense with the requirements of notice to the property owners, public hearing and approval by the full Commission if the applicant is eligible for a certificate of no change. The certificate of no change may be issued by the Commission, in the manner provided in division (F)(2) below, if the proposed property alteration is limited to:

(a) Maintenance, construction or reconstruction where all surface materials and other visible elements are to be replaced with identical materials and where the replacement materials will be installed to the original configuration;

(b) Out of view construction of a minor nature which, although involving some visible alteration to a structure, introduces no significant change to the existing architectural character. **OUT OF VIEW** shall be defined as any alteration located on a minor or secondary elevation or surface and where the architectural significance of the structure is not impaired to any measurable degree;

(c) A change to any structure built after 1970 located within a historic district, and which change does not affect the essential character of the structure or adjacent historic structures. For example: the no-change process shall be available to summarily approve changes to windows, entrances, doors and the like, but not to changes in height, coloration, mossing or encroachment towards historic properties; and

(d) Emergency repairs of a temporary nature to structures affected by fire, vehicle damage, vandalism, windstorm or the like. Approval shall be limited to alterations necessary to make the structure wind-tight, water-proof and free from unauthorized entry. Approval shall extend only for a period deemed necessary by the approving Commissioners up to a maximum of six months.

(2) The procedure for obtaining a certificate of no change shall be as follows.

(a) The applicant shall submit a written application on forms provided by the Commission. The applicant may be asked to provide:

1. Photographs of the structure and area to be altered;
2. An illustration or drawing of the proposed construction; and
3. A sample or appropriate product literature of the materials to be used.

(b) The application, when completed with the above-described supporting materials, shall be forwarded to the Heritage Preservation Commission Chair and two Commission members appointed by the Chair.

(c) Within 14 calendar days after receipt of a written application, pursuant to divisions (F)(1)(a) through (F)(1)(c) above, the Commission members shall either deny the certificate of no change or express their unanimous approval. If no response is made within 14 calendar days after receipt of the written application, the application shall automatically be deemed approved by the Commission. Within three working days after receipt of a written application, pursuant to division (F)(1)(d) above, the Commission members shall respond to the request for a certificate of no change. If no response is made within three business days after receipt of the written application, the application shall automatically be deemed approved by the Commission.

(d) Following any denial, any applicant may submit a revised application for a certificate of no change or submit an application for regular consideration by the full Commission using standard procedures for a public hearing.

(e) No published notice to the public or other notice to the property owners shall be required to obtain a certificate of no change.

(f) A summary of any certificates of no change shall be given to all members of the Commission at each Commission meeting.

(G) *Review of permit by Council.* The Council, upon receipt of the building permit application and the report of the Commission, shall, in its sole discretion, decide whether the building permit shall be issued. If the Commission has recommended disapproval of the permit, the Council, before approving plans for any proposed building located or to be located in a district, shall make findings in regard to the following:

(1) In case of a proposed alteration or addition to an existing building that the alteration or addition will not materially impair the architectural or historic value of the building, and shall make findings considering the existing structure and existing exterior appearance, building height, building width, depth or other dimensions, roof style, type of building materials, ornamentations, paving setback and color;

(2) In case of the proposed demolition of a building, prior to the approval of the demolition, the Council shall make findings on the following: architectural and historic merit of the building, the effect on surrounding buildings, the effect of any new proposed construction on the remainder of the building (in case of partial demolition) and on surrounding buildings, the economic value or usefulness of building as it now exists, or if altered or modified in comparison with the value or usefulness of any proposed structures designated to replace the present building or buildings;

(3) In case of a proposed new building, that the building will not in itself, by reason of its location on the site, materially impair the architectural or historic value of buildings on adjacent sites or in the immediate vicinity within the preservation district;

(4) In case of code enforcement, the Council shall determine that the proposed alteration, addition, demolition or new building is for the health, safety and welfare of the general public and is necessary to meet the laws of the city and the state; and

(5) In the case that the area or districts cannot be preserved without acquisition, the city may acquire the property in question by gift, by negotiation or by eminent domain, as provided for in applicable state law.

(H) *Recording of designated areas.* The City Administrator shall record with the County Recorder the legal description of all buildings, lands or areas designated for historic preservation by the Commission.

(I) *Reports to the state's Historical Society.* In addition to submitting all proposed site designations and design guidelines to the state's Historical Society, the Heritage Preservation Commission will be required to submit an annual report to the state's Historical Society by October 31 of each year summarizing the Commission's activities, including designations, review and other activities during the previous 12 months.

(2002 Code, § 2.35)

§ 32.256 AIRPORT ADVISORY BOARD.

(A) (1) There is hereby continued, as heretofore established, an *ad hoc* Airport Advisory Board composed of ~~three~~five members for the city and under the supervision of the Council.

(2) All appointments thereto shall be made for a term of two years.

(3) The City Engineer ~~or the Public Works Director, or both,~~ or their designee ~~is an,~~ are ex-officio member(s) only and not included in the above number.

(B) The duties of the Airport Advisory Board are as follows:

~~(2) To establish written rules and regulations for the use, management and operation of the public airport facilities and operations, the same to be approved by resolution of the Council before they are placed in effect;~~ (3) To make recommendations to the Council for the improvement of the public airport facilities and operations;

(4) To develop and promote the public interest and usage in the public airport facilities ~~and the aviation business. This section includes, but is not limited to, civic projects, business development and scheduled airline service;~~

~~(5) To review and comment upon the adequacy of services provided to the city and the general public by the fixed-base operator and/or the airport's manager; and~~

(6) ~~(4) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission.~~

~~To provide an annual written report to the Council as follows:~~

~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~

~~(b) Submitting a statement of requests for payment; and~~

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~~(c) Submitting a report of all activities not set forth in the minutes.~~
(2002 Code, § 2.36)

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§ 32.267 PUBLIC ARTS COMMISSION.

(A) (1) There is hereby continued, as heretofore established, an ad hoc Public Arts Commission consisting of threefive members for the city and under the supervision of the Council.

(2) All appointments thereto shall be made for a term of two years.

(3) The Council may appoint a public official as an ex-officio member only and not included in the above number.

(B) The duties of the Public Arts Commission are as follows:

(1) To act in advisory capacity to the Council in all matters pertaining to visual arts, theater arts, music and dance. To cooperate with other governmental agencies and civic groups in the advancement of sound planning of the arts in the city;

(2) To formulate and to develop policies for the acquisition, display and presentation of public art for approval by the Council;

~~(3) To advise the Council and other governmental agencies and voluntary civic groups on issues related to development of art related facilities and projects in public places;~~

(4) To make recommendations to the Council on the selection and placement of public art;

~~(5) To identify projects to the Council that can benefit from artists' involvement;~~

~~(6) To seek financial support for the art in public places;~~

(7) To make recommendations to the Council on selecting and commissioning artists when directed by Council;

(8) To provide recommendations to the Council on the oversight and maintenance of public artwork after the work is in place, including budgetary and long-range improvement plans;

(9) To make initial and periodic inventories of existing public art, location and condition and to locate and catalog potential public art sites;

(10) To aid in coordinating art related programs and services with other governmental agencies and voluntary civic organizations;

~~(11) To act in an advisory capacity in the preparation of an annual budget and long-range art improvement program;~~

(12) To perform such additional duties as may be assigned to the Commission by the Council; and

~~(13) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission.~~

~~e provide an annual written report to the Council as follows:~~

~~(a) Submitting a true copy of the minutes of all meetings held during the preceding year;~~

~~(b) Submitting a statement of requests for payment; and~~

~~(c) Submitting a report of all activities not set forth in the minutes.~~

(2002 Code, § 2.37) (Ord. 69, Seventh Series, effective 7-7-2018; Ord. 79, Seventh Series, effective 3-10-2019; Ord. 94, Seventh Series, passed 12-2-2019)

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§ 32.278 SISTER CITY COMMISSION.

(A) There is hereby continued, as heretofore created, an ad hoc-Sister City Commission, consisting of threefive members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Council may appoint a public official as an ex-officio member only and not included in the above number.

(B) The duties of the Sister City Commission are as follows:

(1) To act in advisory capacity to the Council in all matters pertaining to a broad-based, officially approved, long-term partnerships between the city and other communities, counties or states in other countries;

~~(2) To cooperate with other governmental agencies and voluntary civic groups in the advancement of long-term partnerships between the city and other communities, counties or states in other countries;~~

~~(3) To provide opportunities for officials and citizens to experience and explore other cultures through long-term community partnerships;~~

~~(4) To advise the Council, other governmental agencies and voluntary civic groups on issues related to economic and community development with other communities, counties or states in other countries;~~

~~(5) To create stimulating environments where the citizens of the city can creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional and technical exchanges and projects with other communities, counties or states in other countries;~~

~~(6) To promote, develop, support and recommend to the Council new sister city partnerships with other communities, counties or states in other countries;~~

(7) To perform such additional duties as may be assigned to the commission by the Council; and

(8) To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any updates relating to the mission and/ or vision of the board or commission~~provide an annual written report to the Council as follows:~~

~~(a) Submitting a true copy of the minutes of all meetings held by the Sister City Commission;~~

~~(b) Submitting a statement of requests for payment; and~~

~~(c) Submitting a report of all activities not set forth in the minutes.~~

(2002 Code, § 2.38)

§ 32.289 EQUALIZATION COMMITTEE.

An Equalization Committee is hereby established composed of four members of the Council who shall be elected by and from the membership for service thereon.

(2002 Code, § 2.65)

§ 32.2930 PORT AUTHORITY.

(A) *Establishment.* There is hereby created in the city a port authority which, subject to the provisions of this section, shall have all of the powers, duties and responsibilities of any port authority created pursuant to the Act.

(B) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTHORITY. The Fergus Falls Port Authority.

CITY. The City of Fergus Falls, Minnesota.

COUNCIL. The duly elected governing body of the city.

ENABLING ACT. M.S. § 469.075, as it may be amended from time to time, authorizing the city to create a port authority.

TAX INCREMENT ACT. The state's Tax Increment Financing Act, M.S. §§ 469.174 through 469.179, as they may be amended from time to time.

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THE PORT ACT. The Port Authorities Act, M.S. §§ 469.048 through 469.068, as they may be amended from time to time.

(C) *Legal status.* The Authority shall be a public body politic and corporate and a political subdivision of the state. It shall not be considered a department of the city, nor shall the city be liable for its obligations, unless assumed by the city in writing. Its relationship to the Council and Mayor shall be governed by the Enabling Act, this section and the various statutes under which it operates, including the Port Act and the Tax Increment Act; provided that, in the event there is a conflict between the terms of this section and any statute, this section shall control and in the event there is a conflict between the Port Act and any statutes, the Port Act shall control; provided further that, a statute granting authority shall not be deemed to be in conflict with a statute that grants less or no authority.

(D) *Name.* The Port Authority created by the Enabling Act and this section shall be known legally as the "Fergus Falls Port Authority".

(E) *Governing body.* The powers of the Authority shall be vested in the Commissioners thereof in office at any time, a majority of whom shall constitute a quorum for all purposes. The Authority consists of seven Commissioners, two of whom must be members of the Council. The Commissioners shall be appointed by the Mayor with the approval and consent of the Council and shall serve two-year terms. A vacancy is created if the Council passes a resolution removing a member from office or if a Council member ends Council membership. Vacancies shall be filled by the Mayor with the approval and consent of the Council for the balance of the term. The provisions of the Government Data Practices Act, M.S. Ch. 13, the Open Meeting Law, M.S. Ch. 13D, and the laws relating to Gifts to Local Officials, M.S. § 471.895, as these laws may be amended from time to time, apply to the Port Authority and its members.

(F) *Authority officers.* The Commissioners of the Authority shall elect officers as provided in § 458.11 of the Port Act.

(G) *Authority staff.* The Executive Director of the Authority shall be appointed by the Commissioners of the Authority, subject to approval by the Council. The Executive Director and all other Authority staff shall be employees of the city. The City Administrator, after consultation with the Executive Director, shall hire the other employees, agents and consultants as deemed proper to facilitate the needs and requirements of the Port Authority. The Executive Director shall have the following powers and duties:

- (1) To see that all resolutions, rules, regulations or orders of the Authority are enforced;
- (2) To present to the Authority plans, studies and reports prepared for Authority purposes and recommend to the Commissioners for adoption measures as deemed necessary to enforce or carry out the powers and duties of the Authority or the efficient administration of the affairs of the Authority;
- (3) To recommend to the Commissioners for adoption of rules and regulations as deemed necessary for the efficient operation of the Authority's functions;
- (4) To meet and confer with the City Administrator as required to facilitate and coordinate the objectives of economic development within the city; and
- (5) To perform other duties as may be prescribed by the Commissioners.

(H) *Reports.*

(1) At least once annually by April 1, the Authority shall appear at a regularly scheduled Council meeting and report to the Council, Mayor and members of the public regarding the operational status of the Authority. The report shall include a description of current and proposed projects as well as general development goals for the city.

(2) The Authority shall be responsible for all filings and reports required by the various statutes under which it operates. Copies of all reports shall be provided to the Council and

Mayor and shall be available to members of the public unless otherwise permitted or required by law.

(I) Account, budget and fiscal year.

(1) The accounting and maintenance of books and records shall be the responsibility of the city. All other financial matters, including the establishment and maintenance of funds and accounts, investment of cash surpluses, disbursement of moneys and other necessary financial matters of the Authority shall be the responsibility of the Authority. Any conflict between the Authority and the city with respect to the appropriate interpretation of this division (I) shall be resolved by the Council.

(2) (a) On or before August 1 of each year, the Authority shall submit its annual budget to the City Administrator in a form prescribed by the City Administrator. The budget shall include a detailed written estimate of the amount of money that the Authority expects to need from the city for Authority business during the next fiscal year and shall otherwise comply with M.S. § 469.053, subd. 1, of the Port Act, as it may be amended from time to time. The Council may impose conditions upon the issuance of obligations by the city for the purpose of funding the Authority budget as it may determine.

(b) The City Administrator shall submit the budget to the Council for review and approval as a part of the city budgetary process. The Commissioners and staff of the Authority shall appear before the Council as requested to explain and discuss the content of the proposed Authority budget. Upon approval of the budget, the Authority shall not exceed total budgeted expenditures without approval of corresponding budget amendments by the Council; provided, however, that, this provision shall not preclude the Authority from unilaterally making line-item changes as it deems appropriate.

(3) The fiscal year of the Authority shall be the same as that of the city.

(J) Powers.

(1) The Authority may exercise all of the powers contained in the Port Act; provided that, the Authority shall not issue obligations to which the full faith and credit of the city are pledged without the prior approval of the Council. In addition, the Authority shall make no commitments regarding or necessitating funding by the city, except to the extent that:

(a) The funding is provided in Authority's annual budget; or

(b) The Council has approved the commitment.

(2) The prior appointment of the Authority as Administrator of the City Development Districts No. 2, 3, 4 and 5 is hereby repealed. The administration and implementation of Industrial Development District No. 1 shall be pursuant to a joint powers agreement between the city and the Authority.

(3) The Authority may exercise all of the powers of an authority contained in the Tax Increment Act subject to this section and a joint powers agreement between the Authority and the city, if any.

(4) The Authority may exercise powers as may be contained in other laws applicable to port authorities not specifically described herein.

(2002 Code, § 2.75) (Ord. 186, Third Series, effective 5-30-1989; Ord. 52, Fourth Series, effective 5-3-1993; Ord. 73, Seventh Series, effective 9-25-2018) |

§ 32.30 Mayor's Natural Resource Advisory Committee

(A) There is hereby continued, as heretofore established, a Mayor's Natural Resource Advisory Committee, composed of five members for the city and under the supervision of the Council. All appointments thereto shall be made for a term of two years. The Public

Works Director, or his or her designee, is an ex-officio member only and not included in the above number.

(B) The duties of the Natural Resource Advisory Committee are as follows:

(1) To act in an advisory capacity to the Council on all matters relating to the natural resources of the City...

More things

...To provide an annual report to the Council detailing board or commission activity from the previous year, goals for the year ahead, and any requested updates relating to the mission and/ or vision of the board or commission.

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Open Forum Registration

City of Fergus Falls

A written request to address the Council at the Open Forum must be filed and received in the City Administrator's office by noon the day of the City Council meeting. The Open Forum is held from 5:20-5:30 pm.

Today's Date: 11/15 Date wishing to speak: Tonight

Name: Russ Hall

Address: 1205 S. Sheridan

Issue you wish to address with the Council:

Infrastructure

Action you would like to see taken by the Council:

To be discussed

If you would like to be contacted regarding this issue, please provide the following:

_____ and/or _____

Phone Number

Email Address

I have read the City of Fergus Falls Open Forum Policy (see back) and agree to comply with the rules as outlined:

Russell R. Hall
Must be signed