



City Council Agenda
March 7, 2022
5:30 pm in the City Council Chambers

Invocation – Pastor Doug Dent, Federated Church
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
 - 1. Public hearing for housing tax rebates at 1793 Shoreview Drive and PIN 71002500004115 (physical address TBD)
 - a. Resolution approving housing tax rebate for 1793 Shoreview Drive as requested by William J and Karla K Zander
 - b. Resolution approving housing tax rebate for PIN 71002500004115 as requested by Matt Muchow
- E. Awarding of Bids
- F. Petitions and Communications
- G. Consent Agenda
 - 1. Motion approving the February 22, 2022 City Council minutes
 - 2. Motion approving licenses
 - 3. Resolution authorizing the submission of a grant application by the city to the Lake Region Arts Council Spring Legacy Organization Grant program in support of the *Grow, Empower, THRIVE* pedestrian path
 - 4. Motion directing the City Attorney to draft an ordinance amending the zoning map from I-2 General Industrial to B-3 General Business District for the property at 309 W Stanton Ave as requested by Flour Mill (Kevin Bartram)
 - 5. Resolution approving a variance for the proposed Lot 1, Block 1 in the Westridge Second Addition to create a lot not meeting the minimum setback and lot size requirements in the B-6 zone for the Westridge Mall Limited Partnership (applicant Interstate Engineering)
 - 6. Resolution approving a preliminary and final plat to create one subdivision “Westridge Second Addition” as requested by Westridge Mall Limited Partnership (applicant Interstate Engineering)
 - 7. Motion appointing Jona Brown to the Heritage Preservation Commission
- H. Ordinance and Resolutions
 - 1. First reading of Ordinance 24, Eighth Series, Amending Chapter 154.002 Definitions
 - 2. First reading of Ordinance 25, Eighth Series, Amending City Wards and Precinct Boundaries
 - 3. Resolution authorizing staff to sign an agreement with Commercial Refrigeration Systems to provide a trailer mounted chiller to be used at the Community Arena to provide summer ice skating opportunities for the community

- I. Presentation of Claims \$1,289,010.85
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
 - 1. Annual investment update
- L. Old Business/Unfinished Business
- M. New Business
- N. Miscellaneous Announcements
 - March 16 7:00 am Committee of the Whole meeting
 - March 21 5:30 pm City Council meeting
- O. Adjournment to closed meeting for threatened litigation per Minnesota Statutes Section 13D.05, subd. 3(b)

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

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



Council Action Recommendation

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Meeting Date:

March 7, 2022 – City Council

Subject: Tax Abatement Agreements- Housing Rebate Program

Recommendation: Following two public hearings, approve tax rebates at 1793 SHOREVIEW DR and PIN 71002500004115 (physical address TBD) and allow City officials to sign tax abatement agreements with William J and Karla K Zander and Matt Muchow, respectively.

Background/Key Points: The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. The tax abatement agreement anticipates valuation by Otter Tail County in 2022 for tax abatements payable in 2023.

Budgetary Impact: Any person who files application materials for new primary residence single and two-family housing units between Jan 1, 2020 and Dec 31, 2024 may be eligible to receive a 100% rebate of Fergus Falls' share of increased real estate taxes as a result of building a new home for a period of up to 5 years or up to \$5,000, whichever is met first. This request is to abate the taxes on two separate parcels/ projects, equaling an overall abatement amount of up to \$10,000.

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Applications

City Council Minutes
February 22, 2022

The Fergus Falls City Council met for a regular meeting on Tuesday February 22, 2022 at 5:30 pm in the City Council Chambers. Pastor Dave Foss gave the invocation and the Pledge of Allegiance was recited. Council members in attendance were Hicks, Hagberg, Kvamme, Rufer, Thompson, Arneson and Gustafson. Fish was absent.

Approval of Agenda

A motion and second were made by Arneson and Hicks approving tonight's agenda with the removal of item #15 from the consent agenda and the motion carried.

Quote for Email System

The city uses HCL Notes for its email system at an annual cost of \$3,379. Last year the council directed staff to explore other options due to the email delivery and calendar issues. Staff have obtained quotes and are recommending moving to Microsoft Outlook through High Point Networks. The migration to this new system will require an outside consultant to ensure the continuity of service including archiving of emails. The cost for the new system is \$28,200 with an annual recurring cost of \$30,600. The 2022 budget includes \$50,000 for the cost of this migration and needs an additional \$8,800 plus a 10% contingency due to the complexity of the work to be completed. Rufer was supportive of changing from our outdated system into an email and calendaring system that will be more in-line with more systems. Hicks agreed it was time to change our antiquated system and asked if any local companies provided quotes, which was confirmed they did not. Rufer offered **Resolution #39-2022** approving a quote from High Point Networks for an email system, which was seconded by Hicks and was adopted.

Consent Agenda

The following items were approved under **Resolution #40-2022** by Hagberg: Motion approving the minutes from the February 7, 2022 City Council meeting and the February 16, 2022 Committee of the Whole meeting. Motion approving the following licenses: Metal Recycling Lakes Iron & Metal Inc., Fireworks Sales Fleet Farm (Phantom Fireworks); Full Liquor License Bigwood Event Center. **Resolution #41-2022** approving an increase in the service benefits for retiring paid on call firefighters. **Resolution #42-2022** accepting a donation from Lake Region Electric Cooperative to the Fergus Falls Fire Department for equipment purchases. **Resolution #43-2022** authorizing the city to submit a grant application to the Lake Region Arts Council for a River Art project. **Resolution #44-2022** setting a final cost hearing for PI 5958, the Campus View Development project for March 21, 2022 at 5:30 pm. **Resolution #45-2022** accepting an Airport Rescue Grant in the amount of \$32,000. Motion directing the City Attorney to draft changes to the City Code regarding city ward and precinct boundaries. **Resolution #46-2022** reestablishing the 2022 polling places. **Resolution #47-2022** approving budget adjustments. Motion appointing Katrina Johnson to the Bicycle and Pedestrian Advisory Committee. **Resolution #48-2022** designating public hearing dates for the 2022 Single and Two Family Property Tax Rebate Program. **Resolution #49-2022** authorizing the city to enter into a Memorandum of Understanding with Children's First Finance for consulting services related to the city's acceptance in the Rural Child Care Innovation program's July cohort. **Resolution #50-2022** ordering the plans and specifications, accepting the plans and specifications and authorizing the advertising of bids for Public Improvement 9349, the Airport Runway, Taxiway and Apron Crack Fill/Joint Repairs project.

Motion directing the City Attorney to draft changes to parts of Chapter 154 relating to the definitions of hotels, motels and apartment hotels. The resolution was seconded by Thompson and was adopted.

Dr. Allen Magnuson Park

Sarah Duffy requested the city consider changing the name of NP Park (in recognition of Northern Pacific Railroad) to the Dr. Allen Magnuson Park. Dr. Magnuson passed away last year after serving the community as a pediatrician for over 40 years. The children and families in the community were important to him and renaming this park would be a unique opportunity to honor his life and work. \$75,000-\$100,000 in donations are expected from Dr. Magnuson's family and friends and Lake Region Healthcare for the park and playground equipment. Lake Region Healthcare has offered to pay for the new park signage. Duffy said \$500,000 has been raised for the inclusive playground to date and the equipment will be installed this spring. The Park Board supports of the name change and council members commented on the well-deserved honor to a respected member of the community. Arneson offered **Resolution #51-2022** authorizing the renaming of NP Park to the Dr. Allen Magnuson Park, which was seconded by Kvamme and was adopted.

HRA Housing Rehab Guidelines

Hicks offered **Resolution #52-2022** approving the HRA Small Cities Development Grant Housing Rehab Guidelines, which was seconded by Gustafson and was adopted.

Resolution of Accounts

Hagberg offered a resolution authorizing the payments and claims in the amount of \$500,427.64, which was seconded by Rufer and was adopted.

Aquatics Center

Bolton and Menk provided a revised project scope proposal for a \$9 million-\$11 million aquatics center. Their cost to provide this work would be \$27,050 plus \$4,000 for renderings. If the council still plans to bring this project to the voters in the November General Election, this work would be necessary to define the project scope and budget. Kvamme offered **Resolution #53-2022** approving a revised work scope with Bolton and Menk for the aquatics center, which was seconded by Hagberg.

Hicks spoke about the city's responsibility to be stewards of the city's funds and resources and thought it would be wise to take a break from collecting a sales tax after the library bonds are paid. The city has other commitments such as the downtown riverfront project to complete and having the splash pad component may be enough of a water feature for the community. He asked if the project could be scaled back, combined with existing indoor pools or possibly incorporate more water features into Pebble Lake which has easy trail access. He felt the project would be more successful if a Friends of the Pool group would gather public support and fundraising like the Friends of the Library did. He expressed concern with the city's long term financial commitment to the pool and how much subsidizing the city would be responsible for. Hicks also felt it will be difficult to get accurate price estimates in this market and inflationary factors. The public comments he hears is opposed to this project and feel this project is too big and too expensive for the community to take on at this time.

Thompson asked how much of the proposed user fees would cover the operating costs. Bolton and Menk would be providing an operating performa in their study. Arneson said he has participated on the aquatics center committee and believes the project scope is what the community wants based on the feedback they have received. He felt there has been too much time, money and effort put into the

project over the last few years to not proceed with bringing a project to the voters to consider on the November ballot. He expressed frustration with having to start the process of reviewing the design and costs again, but said it was important to get the project details and visuals ready for the public to view. Once there is more concrete information about the project and visuals to share, the aquatics committee can begin raising private funds for the facility. He viewed the additional \$31,050 as a necessary expense to move the project forward for the voters to make the final decision and would continue to be supportive of the project.

Rufer said it is the right time to move forward with offering amenities that other communities have. He felt our project could attract young families from surrounding communities to enjoy the waterpark, shop, eat in our community and consider relocation. He hears from residents who are very supportive of the project and feels spending the funds to update the project scope and design is a responsible investment for the city to make. Kvamme was in favor of spending the funds to get the right project for the community to vote on. He supported the time and effort the committee has put into the planning of the facility and feels if the city were to delay making a decision, the costs would continue to rise. The resolution approving a revised work scope with Bolton and Menk for the aquatics center was voted upon and was adopted with Hicks voting in opposition.

RTC Phase III Update

City Administrator Andrew Bremseth said the city was planning to ask the council to consider the work scope for the RTC Phase III project. The school asked the city to delay that topic until they could propose a potential project for the RTC campus. Superintendent of Schools Jeff Drake said the district has been working on a strategic planning process and looking at options for a new K-3 elementary school. They are overcrowded at Kennedy Secondary School and are forced to make frequent changes in the elementary schools to transition kids from grade to grade. A new K-3 building would provide a better educational experience for our students and teachers. The RTC site would be an ideal spot to build this new school and would pay homage to the city's history. Drake said they plan to preserve the tower building, but would not use the attached wings. The school would like to bring a construction manager and architect into the tower to evaluate the viability of the project. If there is a favorable review, the school district would be interested in further dialogue with the city. Bremseth said a major component of the project would be identifying and securing funds to preserve the tower and removing the remaining structures. He felt this solution would be beneficial to the community and resolve an issue the city has been grappling with for more than 15 years. There would be room on a school campus to grow the tax base with housing and amenities that would complement the school. He suggested if the council were interested in this project that they adopt a motion directing staff to revise the work scope from Stantec to focus the remaining \$1.7 million in state funds for projects to preserve the tower.

Arneson felt this was an excellent opportunity to partner with the school and to use the campus in a way that would benefit the community. He felt this would be a prime location for the school and felt the existing RTC funds would be best used to preserve the tower. Rufer called this a "fabulous idea" and said he was excited to have the city and school work together on a project and use the state funding for preservation of the tower. Hicks agreed this was a good opportunity to reuse the campus and address the biggest issue the city has faced for years. He said renovation of the entire structure would be unlikely due to the amount of time and rising cost of construction and inflation. He felt a collaborative partnership between the city and school would be more likely to obtain the necessary

state funding. A motion and second were made by Hicks and Thompson to direct staff to revise the work scope for Phase III to only include tower restoration.

Kvamme felt this information was too new for the council to pivot on the plans they have making. He said a portion of the remaining \$1.7 million would be focused on the tower, but wanted to see the other funding allocated for the air quality issues, security and window projects in the E and W attached structures. He felt it was premature to dump the work that has been done to date and stated a project of this magnitude would take a long time with no guarantee for success and felt the school should continue looking for other possible sites. He believed the city needs to secure the structure and stated he would not support a motion for the city to change course. Arneson said he does not view the council's action as disregarding the previous work, but it is a request for staff to focus the preservation dollars solely on the tower preservation. If the project does not come to fruition, the city could continue working on the original work scope. He felt it was prudent for the city to focus on real redevelopment possibilities. The motion directing staff to revise the work scope for Phase III to only include tower restoration was called to a vote and was adopted with Kvamme voting in opposition.

After reviewing the city's parking restrictions and thanking crews for their work on the snow removal, the meeting adjourned at 6:25 pm.

Lynne Olson

FOR COUNCIL MEETING— MARCH 07, 2022

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

Mechanical

Moe's Plumbing LLC

SJKK Plumbing & Heating Inc.

Excavator

Ferguson Brothers Excavating, Inc.



Memo

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Meeting Date:

March 7, 2022- City Council

Subject:

FY22 LRAC Spring Legacy Organization Grant Application

Recommendation:

Support by resolution the submission of a grant application by the City of Fergus Falls to the Lake Region Arts Council Spring Legacy Organization Grant Program in support of the *Grow, Empower, THRIVE* pedestrian path

Background/Key Points:

The Minnesota Legacy Arts and Cultural Heritage funding is made possible from an appropriation by the Minnesota State Legislature with money from the vote of the people of Minnesota on November 4, 2008. Proceeds from the fund may be spent on requests that support arts access, arts education or arts and cultural heritage.

Council member Karoline Gustafson has conceived of an approximately 1-mile pedestrian route encompassing Dr. Allen Magnuson Park (formerly NP Park), the Fergus Falls Public Library, and the LRH campus that expresses the five topics of THRIVE (expressing gratitude, kindness, finding your flow, social connections, and values) through interactive, artistic wayfinding by artist Chelsey Beilhartz.

Budgetary Impact:

Up to \$54,423.00 to purchase materials and pay a local artist to provide interactive public art elements along the Grow, Empower, THRIVE pedestrian path in Fergus Falls.

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

PLANNING COMMISSION MINUTES February 28, 2022

The Fergus Falls Planning Commission held a regular meeting on February 28, 2022 in the Council Chambers of City Hall. The meeting was opened at 5:15 PM. Agenda was approved. Members present were: (√ indicates those present in the Council Chambers).

- √ Laurel Kilde
- √ Sarah Duffy
- Ryan Fullerton
- √ Nate Kunde
- √ Kelsee Macintosh-Ellig
- √ Beth Monke
- √ Matt Pesek

City staff in attendance included Karin Flom, City Planner, Klara Beck, Community Development Manager, and Jill Hanson who took minutes for the meeting. Applicants and representatives in attendance included Kevin Bartram, Mike Fletchall, Alex Schwarzhoff. Members of the public included NeTia Bauman and David Johnson.

APPROVAL OF MINUTES

The minutes of the January 24, 2022 and February 10, 2022 meeting were reviewed and Chair Kilde entertained a motion to approve the minutes. It was so moved by Commissioner Macintosh-Ellig and seconded by Commissioner Duffy. Passed unanimously.

ELECTION OF CHAIR, VICE-CHAIR & EX-OFFICIO FOR HPC

Karin Flom explained Laurel Kilde and Nate Kunde were nominated for chair, and Kelsee Macintosh-Ellig was nominated for vice chair. Nate Kunde withdrew as a candidate for the chair.

Motion and second were made by Commissioner Macintosh-Ellig and Commissioner Monke to nominate Laurel Kilde to continue serving as Chair of the Planning Commission. Commissioner Kilde abstained. Motion Passed.

Motion and second were made by Commissioner Kunde and Commissioner Pesek to nominate Kelsee Macintosh-Ellig to serve as Vice Chair of the Planning Commission. Passed unanimously.

Chair Kilde mentioned that the PC needs to appoint a non-voting ex-officio member to the Heritage Preservation Commission. Motion and second were made by Commissioner Pesek and Commissioner Macintosh-Ellig to nominate Nate Kunde to serve as the ex-officio representative to the Heritage Preservation Commission. Passed unanimously.

PUBLIC HEARING TO CONSIDER A REQUEST FOR A ZONING MAP AMENDMENT FOR PROPERTY LOCATED AT 309 WEST STANTON AVENUE TO REZONE FROM I-2, GENERAL INDUSTRIAL TO B-3, GENERAL BUSINESS DISTRICT. REQUESTED BY FLOUR MILL LLC (KEVIN BARTRAM).

Chair Kilde asked City staff to explain the request. Karin Flom explained 309 West Stanton Avenue is currently zoned I-2, General Industrial and the request is to re-zone to B-3, General Business district. A 30-room hotel is proposed. A potential Phase 2 could include multifamily building. A B-3 zone would accommodate both uses. Karin explained some zoning and aerial maps for the area, noting one adjacent parcel to the west is zoned I-2, General Industrial. All other parcels are zoned B-3, General Business.

Karin stated no public comments were received. A copy of the public hearing notice was also e-mailed to the Minnesota Department of Natural Resources (DNR) Area Hydrologist. No staff comments were received from City of Fergus Falls staff. Karin stated based on the proposed findings listed in the staff report staff recommend approval of the zoning map amendment.

Public Hearing to Consider a Request for a Zoning Map Amendment to Rezone 309 West Stanton Avenue from I-2 to B-3 was opened to the Public at 5:25 PM

Chair Kilde asked if anyone else wished to speak on this request.

Chair Kilde closed the public hearing at 5:26 PM, and bought the meeting back to the Planning Commission for discussion. There was none.

Commissioner Duffy made a motion to recommend to approve the rezoning map amendment request by Flour Mill LLC to rezone 309 West Stanton Avenue from I-2 to B-3 as presented with the proposed findings. It was seconded by Commissioner Kunde. Passed unanimously.

PUBLIC HEARING TO CONSIDER A REQUEST FOR A VARIANCE FOR THE PROPOSED LOT 1, BLOCK 1 IN WESTRIDGE SECOND ADDITION TO CREATE A LOT NOT MEETING THE MINIMUM SETBACK AND LOT SIZE REQUIREMENTS IN THE B-6 ZONE. REQUESTED BY INTERSTATE ENGINEERING ON BEHALF OF WESTRIDGE MALL LIMITED PARTNERSHIP

Chair Kilde asked City staff to explain the request. Karin Flom explained that the subject property is a portion of the Westridge Mall building and adjacent portions of the parking lot. It is the proposed Lot 1, Block 1 in Westridge Second Addition. The property owner is subdividing this area of the mall in order to sell the new lot. The proposed lot area is 0.80 acres. It is zoned B-6, Sub-regional Shopping Center District. Because the proposed plat is a subdivision of a portion of an existing building, the new lot will not meet the 50' building setback requirement from all property lines. A 0' setback for the existing building is proposed. The minimum lot size in the B-6 zone is four acres.

Karin explained a map of the area. The surrounding uses around the Westridge Mall are a range of retail and service businesses. The adjacent zoning is also B-6.

No public comments were received. No City of Fergus Falls staff comments were received for the variance request. Karin stated based on the findings in the staff report, staff recommend approval without conditions of the variance request to plat a lot not meeting the minimum 50' setback requirement and minimum 4-acre lot area in the proposed Lot 1, Block 1 of Westridge Second Addition.

Commissioner Kunde asked how the utilities would be separated. Karin clarified that this would be discussed with the subdivision request, but summarized that there would not be a requirement to install separate utilities. Instead there is a clause in the shared operating agreement for the property which addresses utility billing. Chair Kilde stated in the past the City has required the Mall be current on utility payments. Karin clarified that this is a recommended condition of the subdivision application.

Chair Kilde asked if this sale is separate from the future auction of the Mall property. The applicant's representative, Alex Schwarzhoff of Interstate Engineering, stated that there is an intended purchaser of this lot. However if the sale did not proceed this parcel would be included in the auction of the mall.

Public Hearing to Consider a Request for a Variance for the Proposed Lot 1, Block 1 in Westridge Second Addition to create a lot not meeting the minimum setback and lot size requirements in the B-6 Zone. Requested by Interstate Engineering on behalf of Westridge Mall Limited Partnership was opened at 5:30 PM

Chair Kilde asked if anyone else wished to speak on this request.

Chair Kilde closed the public hearing at 5:31 PM, and bought the meeting back to the Planning Commission for discussion. There was some.

Commissioner Macintosh-Ellig made a motion to recommend to approve the variance request by Westridge Mall Limited Partnership for the proposed Lot 1, Block 1 in Westridge Second Addition to create a lot not meeting the minimum setback and lot size requirements in the B-6 Zone. It was seconded by Commissioner Pesek. Passed unanimously.

PRELIMINARY AND FINAL PLAT TO CREATE A ONE LOT SUBDIVISION “WESTRIDGE SECOND ADDITION.” REQUESTED BY INTERSTATE ENGINEERING ON BEHALF OF WESTRIDGE MALL LIMITED PARTNERSHIP

Chair Kilde asked City staff to explain the request. Karin Flom stated an application has been submitted for a one lot subdivision. The plat area is a portion of the Westridge Mall building and associated parking lot. The plat area is 0.80 acres. It is zoned B-6, Sub-regional Shopping Center District Karin mentioned the history of the Westridge Mall and how the property has been subdivided over the years. The zoning and aerial maps were reviewed.

No public comments were received. Staff comments informed the recommended conditions for approval of the preliminary and final plat. Karin stated based on the findings in the staff report staff recommend approval of the preliminary and final plat with the following conditions:

1. The developer must enter into a developer's agreement with the City addressing the following items, which include but are not limited to: firewalls, separating fire suppression systems, and the proposed Operation and Easement Agreement. The easement agreement shall address pro-rata City of Fergus Falls utility billing.
2. The developer shall be current on all accounts with the City, including but not limited to utility bills, prior to recording the final plat.

Public Hearing to Consider a Request to Create a One Lot Subdivision “Westridge Second Addition.” Requested by Westridge Mall Limited Partnership was opened at 5:34 PM.

Chair Kilde asked if anyone else wished to speak on this request.

Chair Kilde closed the public hearing at 5:35 PM, and brought the meeting back to the Planning Commission for discussion.

Commissioner Kunde asked about the maintenance of the parking lot. Alex Schwarzhoff stated there are is operating agreement which address the responsibilities of the individual parties for the different portions of the site. Commissioner Kunde also asked about the access rights to the parcel since there is only one entrance to the mall and asked if there was an ingress/egress easement. The applicant’s representative and staff confirmed there is an ingress/egress easement for access.

Commissioner Macintosh-Ellig made a motion to approve the preliminary and final plat for “Westridge Second Addition” with the proposed findings and conditions as presented. It was seconded by Commissioner Kunde. Passed unanimously.

TRANSITIONAL HOUSING ORDINANCE DISCUSSION

Karin briefly summarized the memo in the packet which explained the history and reasoning for the proposed addition of “transitional housing” to the zoning code. The draft ordinance language included in the packet is a result of a joint City Council and Planning Commission subcommittee. They met twice in January 2022 and have recommended the language included in the packet.

The purpose of the discussion tonight was to see if the Planning Commission had feedback or questions about the ordinance and to determine if Planning Commission is ready to consider it at a public hearing. Commissioner Macintosh-Ellig provided some additional summary of the subcommittee meetings. Commissioner Monke asked about the CUP requirement that there be “adequate staffing” and whether or not that was too vague. Karin stated that the intention of the subcommittee was to provide flexibility as some uses of transitional housing may warrant 24/7 staffing but other uses may not. Commissioner Macintosh-Ellig added that the subcommittee also wanted to leave that determination up to a more appropriate licensing agency.

The Planning Commission decided to move the ordinance forward to a public hearing at the March meeting.

STAFF UPDATE

Karin mentioned that there would be a first reading of the hotel ordinance at the next City Council meeting. Then it would go to a second reading where Council would vote on the ordinance.

Karin stated there would be two other public hearing items heard at the March meeting in addition to the transitional housing item.

The next regular meeting will be on Monday, April 25, 2022 at 5:15 PM.

The meeting adjourned at 5:45 PM.

City Planner

DRAFT



Council Action Recommendation

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City Council Meeting Date: March 7, 2022

Subject: Rezone 309 W Stanton Avenue from I-2 to B-3 (R-2022-1)

Recommendation: Motion directing the City Attorney to draft an ordinance amending the zoning map from I-2, General Industrial to B-3, General Business District for the property at 309 W Stanton Ave as requested by Flour Mill, LLC (Kevin Bartram) and recommended by the Planning Commission.

Background/Key Points: Property owner Flour Mill, LLC (Kevin Bartram) is requesting a zoning map amendment from I-2, General Industrial to B-3, General Business District at 309 W Stanton Avenue. The reason for the rezoning is for the development of a proposed approximately 30-room hotel which is not allowed in I-2. There is a potential "Phase II" development on this property which would include a new construction multifamily residential building. The proposed B-3 rezoning district would allow for the multifamily building.

Circumstances have changed since the property was zoned I-2. 309 West Stanton Avenue is the location of a former flour mill constructed in 1915. The mill closed in the 1980s and has been vacant since then. Over time cities and towns have redeveloped waterfront areas from industrial uses into commercial, residential, and/or public space. Fergus Falls is moving in this direction as evidenced by the vision and guiding principles of the Downtown & Riverfront Master Plan, public investments such as the Downtown Riverfront Phase 1 project (scheduled completion in Summer 2022), and demolition and remediation of the former dairy processing plant by the Fergus Falls Port Authority which is located less than half a mile from the former mill site.

The Planning Commission voted at its February 28, 2022 meeting to recommend approval of the zoning map amendment.

Full materials and the staff report can be accessed online at <https://www.ci.fergus-falls.mn.us/government/boards-commissions/planning-commission> and viewing the February 28, 2022 Planning Commission Meeting Packet.

Budgetary Impact: None

60-Day Decision Deadline (MN Statute): March 20, 2022

Originating Department: Community Development

Respectfully Submitted: Karin Flom, City Planner



Council Action Recommendation

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City Council Meeting Date: March 7, 2022

Subject: Variance at 2001 W Lincoln Avenue, proposed Lot 1, Block 1 Westridge Second Addition (V-2022-1)

Recommendation: Adopt a resolution approving a variance for the proposed Lot 1, Block 1 in the Westridge Second Addition to create a lot not meeting the minimum setback and lot size requirements in the B-6 zone as requested by the Westridge Mall Limited Partnership (applicant Interstate Engineering) and recommended by the Planning Commission.

Background/Key Points: Property owner Westridge Mall Limited Partnership (Interstate Engineering, applicant) is requesting a variance on the proposed Lot 1, Block 1 Westridge Second Addition at 2001 W Lincoln Avenue. The subject property is a portion of the Westridge Mall building and adjacent portions of the parking lot.

The variance request is for the lot area and property line setbacks in the B-6, Sub-regional Shopping Center District. The new lot will not meet the 50' building setback requirement from all property lines [154.040(E)(2)(a)] because the proposed plat of Westridge Second Addition is a subdivision of a portion of an existing building. A 0' setback for the existing building is proposed. The minimum lot size in the B-6 zone is four acres [154.040(E)(3)(b)]. A lot size of 0.8 acres is proposed.

The Planning Commission voted at its February 28, 2022 meeting to recommend approval of the variance with no conditions. It subsequently voted to recommend approval of the preliminary and final plat of Westridge Second Addition with conditions. The subdivision case is summarized in a separate memo (see Consent Agenda Item #6).

Full materials and the staff report can be accessed online at <https://www.ci.fergus-falls.mn.us/government/boards-commissions/planning-commission> and viewing the February 28, 2022 Planning Commission Meeting Packet.

Budgetary Impact: None

60-Day Decision Deadline (MN Statute): March 28, 2022

Originating Department: Community Development

Respectfully Submitted: Karin Flom, City Planner



Council Action Recommendation

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City Council Meeting Date: March 7, 2022

Subject: Preliminary and Final Plat of Westridge Second Addition (**P-2022-2 and F-2022-2**)

Recommendation: Adopt a resolution approving the preliminary and final plat to create a one lot subdivision "Westridge Second Addition" as requested by Westridge Mall Limited Partnership (applicant Interstate Engineering) and recommended by the Planning Commission.

Background/Key Points: Property owner Westridge Mall Limited Partnership (Interstate Engineering, applicant) is requesting a combined preliminary and final plat approval of "Westridge Second Addition," a one lot, one block subdivision located at 2001 W Lincoln Avenue. It is zoned B-6, Sub-regional Shopping Center District and no rezoning is proposed.

The plat area is a portion of the Westridge Mall building and associated parking lot. The plat area is 0.80 acres. The plat area consists of a vacant storefront of the Westridge Mall and adjacent parking area. The property owner is subdividing this area of the mall in order to sell the new lot. The proposed end user of the parcel is not known at this time.

The Planning Commission voted at its February 28, 2022 meeting to recommend approval of the preliminary and final plat with the following recommended conditions:

1. The developer must enter into a developer's agreement with the City addressing the following items which include but are not limited to: fire walls, separating fire suppression systems, and the proposed Operation and Easement Agreement. The easement agreement shall address pro-rata City of Fergus Falls utility billing.
2. The developer shall be current on all accounts with the City, including but not limited to utility bills, prior to recording the final plat.

The Planning Commission also recommended approval of a variance related to this proposed subdivision (see Consent Agenda Item #5).

Full materials and the staff report can be accessed online at <https://www.ci.fergus-falls.mn.us/government/boards-commissions/planning-commission> and viewing the February 28, 2022 Planning Commission Meeting Packet.

Budgetary Impact: None

120-Day Decision Deadline (MN Statute): May 27, 2022

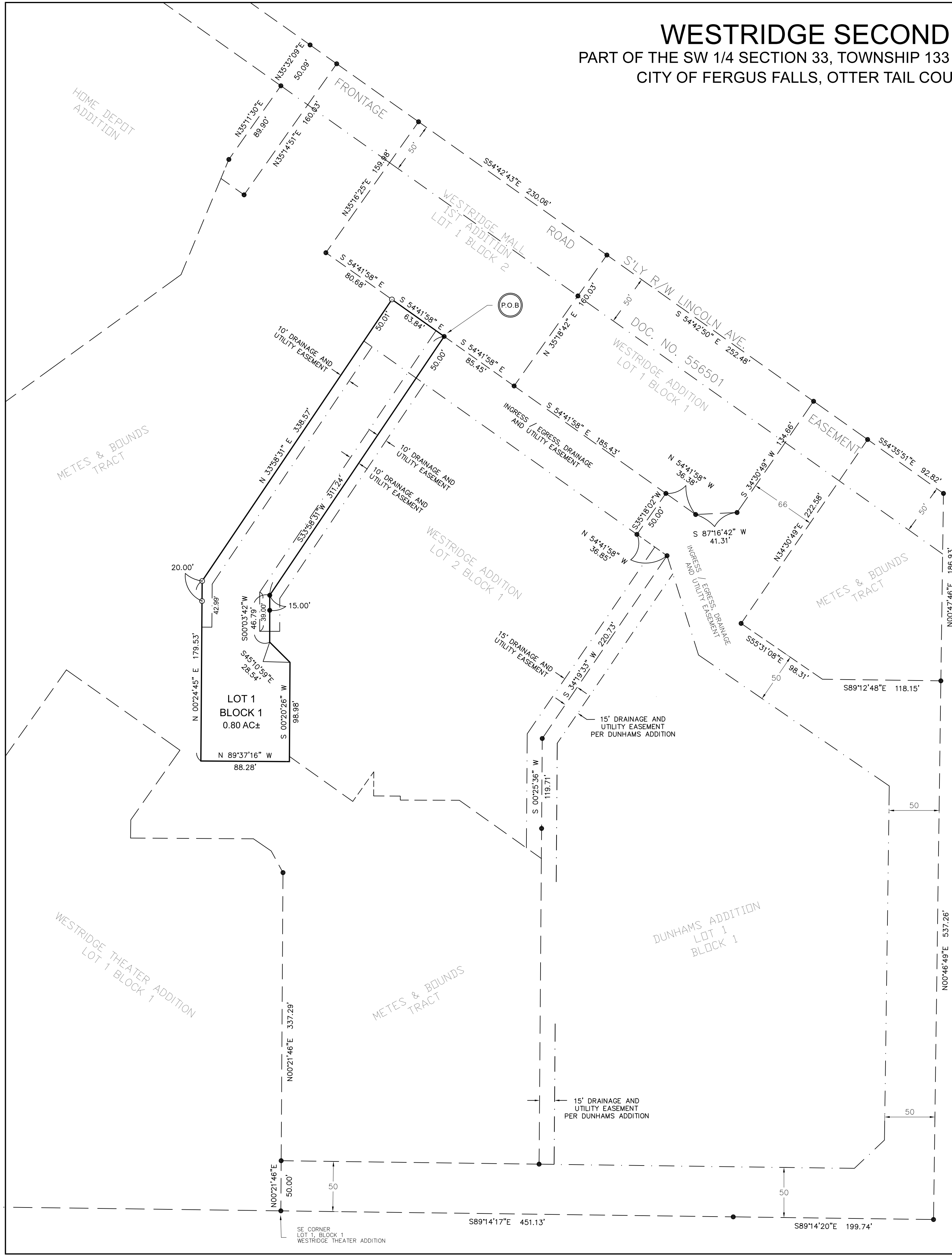
Originating Department: Community Development

Respectfully Submitted: Karin Flom, City Planner

Attachments: Westridge Second Addition Preliminary & Final Plat

WESTRIDGE SECOND ADDITION

PART OF THE SW 1/4 SECTION 33, TOWNSHIP 133 NORTH, RANGE 43 WEST, CITY OF FERGUS FALLS, OTTER TAIL COUNTY, MINNESOTA



SURVEYOR'S CERTIFICATE

I, Michael L. Fletchall, do hereby certify that this plat of WESTRIDGE SECOND ADDITION, part of the Southwest Quarter of Section 33 Township 133 North, Range 43 West, City of Fergus Falls, Otter Tail County, Minnesota was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat, that all public ways are shown and labeled on this plat; and that I have reviewed this plat and found it to be in compliance with the surveying requirements of the City of Fergus Falls Zoning and Subdividing Ordinance and Chapter 505 Minnesota Statutes.
Dated this _____ day of _____, 20__.

Michael L. Fletchall, PLS
Minnesota License No. 44866

STATE OF MINNESOTA)
) ss.
COUNTY OF OTTER TAIL)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022 by Michael L. Fletchall.

Notary Public, _____

My Commission expires _____

PLANNING COMMISSION APPROVAL

Approved by the Planning Commission of the City of Fergus Falls, Minnesota this _____ day of _____, 2022.

Signed: _____ Signed: _____
Chairperson Secretary

CITY COUNCIL APPROVAL

Approved by the City of Fergus Falls, this _____ day of _____, 2022.

Signed: _____ Attest: _____
Mayor City Administrator

CITY ENGINEER'S APPROVAL

Approved by the City Engineer, City of Fergus Falls, Minnesota this day _____ of _____ 2022.

Signed: _____
City Engineer

COUNTY TREASURER'S CERTIFICATE

I hereby certify that taxes for the year 2022 for the land described within are paid.

Signed: _____
County Treasurer

ATTORNEY'S CERTIFICATE

I hereby certify that proper evidence of title has been presented to and examined by me and I hereby approve this plat as to form and execution.

Signed: _____
Attorney

COUNTY AUDITOR'S CERTIFICATE

No delinquent taxes due and transfer entered this _____ day of _____, 2022.

Signed: _____ Signed: _____
County Auditor Deputy

COUNTY RECORDER'S CERTIFICATE

I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 2022 at _____ o'clock and was duly recorded in Book _____ of Plats on Page _____ as Document No. _____.

Signed: _____ Signed: _____
County Recorder Deputy

OWNER'S CERTIFICATE

KNOW ALL PERSONS BY THESE PRESENTS: Westridge Mall Limited Partnership, a limited partnership under the laws of the state of Illinois, owner and Byline Bank, a corporation under the laws of the state of Illinois, mortgagee of the following described property situated in part of The Southwest Quarter of Section 33 Township 133 North, Range 43 West of the Fifth Principal Meridian in the City of Fergus Falls, County of Otter Tail, State of Minnesota:

Beginning at an iron monument at the most northerly corner of Lot 2, Block 1 of WESTRIDGE ADDITION, on file and of record in the office of the Otter Tail County Recorder; thence South 33 degrees 58 minutes 31 seconds West along the westerly line of said Lot 2 for 311.24 feet; thence South 00 degrees 03 minutes 42 seconds West along the westerly line of said Lot 2 for 46.79 feet; thence South 45 degrees 10 minutes 59 seconds East along the westerly line of said Lot 2 for 28.54 feet; thence South 00 degrees 20 minutes 26 seconds West along the westerly line of said Lot 2 and the southerly extension thereof for 98.98 feet; thence North 89 degrees 37 minutes 16 seconds West for 88.28 feet; thence North 00 degrees 24 minutes 45 seconds East for 179.53 feet; thence North 33 degrees 58 minutes 31 seconds East for 338.57 feet to the southerly line of Lot, Block 2 of WESTRIDGE MALL FIRST ADDITION, on file and of record in the office of the Otter Tail County Recorder; thence South 54 degrees 41 minutes 58 seconds East along the southerly line of said Lot 1, Block 2 for 63.84 feet to the point of beginning.

Containing 0.80 acres, more or less, subject to restrictions, reservations and easements of sight or record if any.

Have caused the same to be surveyed and platted as WESTRIDGE SECOND ADDITION and do hereby dedicate to the public for public use, the easements for ingress and egress, and for installation and maintenance of utilities and drainage facilities over, under and along the strips shown hereon as ingress/egress and drainage and utility easements.

In witness whereof said Westridge Mall Limited Partnership, a limited partnership under the laws of the state of Illinois, has caused these presents to be signed by Martin H. Graff, the President of Westridge Mall Associates, Inc. the general partner of Westridge Mall Limited Partnership on this _____ day of _____, 20__.

Signed: Westridge Mall Limited Partnership

Martin H. Graff, President of Westridge Mall Associates, Inc. the general partner of Westridge Mall Limited Partnership

STATE OF Illinois
COUNTY OF _____
This instrument was acknowledged before me on _____ by Martin H. Graff, President of Westridge Mall Associates Inc., the general partner of Westridge Mall Limited Partnership.

Notary Public, _____
My Commission expires _____

In witness whereof said Byline Bank, a corporation under the laws of the state of Illinois, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.
Signed: Byline Bank

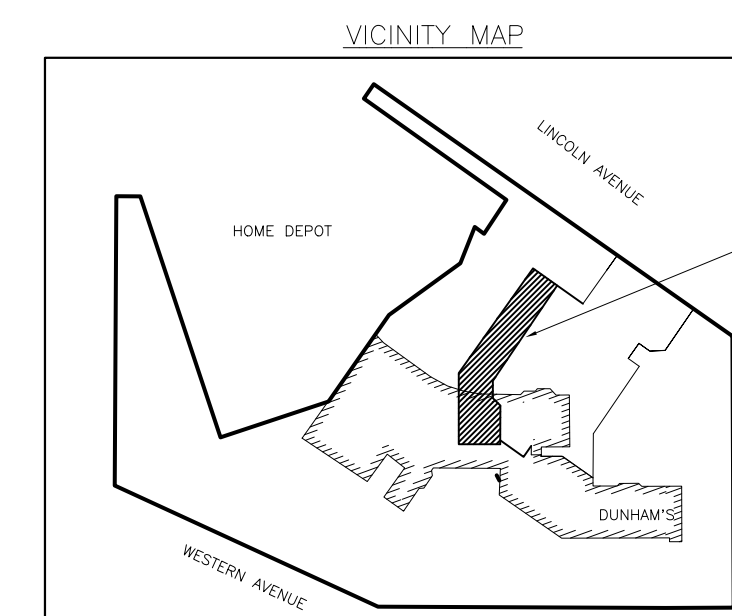
(name), _____ (title) _____

STATE OF _____
COUNTY OF _____
This instrument was acknowledged before me on _____ by _____ (date) _____ of Byline Bank, a corporation _____ (name) _____ (title) _____ under the laws of the state of Illinois.

Notary Public, _____
My Commission expires _____

Westridge Mall Limited Partnership Property Operation and Easement Agreements of Record:

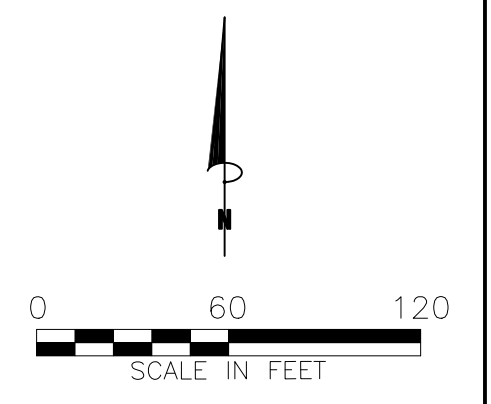
The Westridge Mall Limited Partnership Property, from which this plat of WESTRIDGE ADDITION is subdivided, is subject to existing operation and easement agreements, including an agreement dated March 4, 1998 and recorded as Document Number 870619; an agreement dated October 27, 1999 and recorded as Document Number 858178; an agreement dated May 30, 2001 and recorded as Document Number 882401 as amended on June 30, 2005 and recorded as Document Number 980750; and an agreement dated February 19, 2020 and recorded as Document Number 1233845.



PROJECT LOCATION

LEGEND

- = CORNER MARKED WITH A 5/8" x 18" SOLID IRON PIN WITH YELLOW PLASTIC CAP MARKED "RLS 44866"
 - = EXISTING OR FOUND CORNER MONUMENT
 - - - - - = ADJACENT PROPERTY LINE
 - - - - - = EASEMENT LINE
 - _____ = PLAT BOUNDARY
- NOTE: THE SOUTHERLY PLAT BOUNDARY FOLLOWS BUILDING WALL LINES - NO MONUMENTS SET
NOTE: THIS SURVEY WAS BASED ON THE OTTER TAIL COUNTY COORDINATE SYSTEM - NAD83 (2011).



SCALE: 1 INCH = 60 FEET

Surveyed & Platted by:
INTERSTATE ENGINEERING
Professional seal and contact information for Interstate Engineering.

WESTRIDGE SECOND ADDITION PRELIMINARY PLAT

PART OF THE SW 1/4 SECTION 33, TOWNSHIP 133 NORTH, RANGE 43 WEST,
CITY OF FERGUS FALLS, OTTER TAIL COUNTY, MINNESOTA

SURVEYOR'S CERTIFICATE

I, Michael L. Fitchall, do hereby certify that this plat of WESTRIDGE SECOND ADDITION, part of the Southwest Quarter of Section 33, Township 133 North, Range 43 West, City of Fergus Falls, Otter Tail County, Minnesota was prepared by me or under my direct supervision; that I am duly Licensed Land Surveyor under the laws of the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; that all public ways are shown and labeled on this plat; and that I have reviewed this plat and found it to be in compliance with the surveying requirements of the City of Fergus Falls Zoning and Subdividing Ordinance and Chapter 505 Minnesota Statutes.

Dated this ____ day of _____, 2021.

Michael L. Fitchall, PLS
Minnesota License No. 44866

STATE OF MINNESOTA) 1 ss.
COUNTY OF OTTER TAIL)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021 by Michael L. Fitchall.

Notary Public, _____
My Commission expires _____

PLANNING COMMISSION APPROVAL

Approved by the Planning Commission of the City of Fergus Falls, Minnesota this ____ day of _____, 2022.

Signed: _____
Chairperson Secretary

CITY COUNCIL APPROVAL

Approved by the City of Fergus Falls, this ____ day of _____, 2022.

Signed: _____
Mayor Attest
City Administrator

CITY ENGINEER'S APPROVAL

Approved by the City Engineer, City of Fergus Falls, Minnesota this day ____ of _____, 2021.

Signed: _____
City Engineer

COUNTY TREASURER'S CERTIFICATE

I hereby certify that taxes for the year 2021 for the land described within are paid.

Signed: _____
County Treasurer

ATTORNEY'S CERTIFICATE

I hereby certify that proper evidence of title has been presented to and examined by me and I hereby approve this plat as to form and execution.

Signed: _____
Attorney

COUNTY AUDITOR'S CERTIFICATE

No delinquent taxes due and transfer entered this ____ day of _____, 2021.

Signed: _____
County Auditor Deputy

COUNTY RECORDER'S CERTIFICATE

I hereby certify that this instrument was filed in the office of the County Recorder for record on this ____ day of _____, 2021 at ____ o'clock and was duly recorded in this Book of Plats on Page ____ as Document No. _____.

Signed: _____
County Recorder Deputy

OWNER'S CERTIFICATE

KNOW ALL PERSONS BY THESE PRESENTS: Westridge Mall Limited Partnership, a limited partnership under the laws of the state of Illinois, owner and Byline Bank, a corporation under the laws of the state of Illinois, mortgagee of the following described property situated in part of The Southwest Quarter of Section 33 Township 133 North, Range 43 West of the Fifth Principal Meridian in the City of Fergus Falls, County of Otter Tail, State of Minnesota:

Beginning at an iron monument at the most northerly corner of Lot 2, Block 1 of WESTRIDGE ADDITION, on file and of record in the office of the Otter Tail County Recorder; thence South 33 degrees 58 minutes 31 seconds West along the westerly line of said Lot 2 for 311.24 feet; thence South 00 degrees 03 minutes 42 seconds West along the westerly line of said Lot 2 for 46.79 feet; thence South 45 degrees 10 minutes 59 seconds East along the westerly line of said Lot 2 for 28.54 feet; thence South 00 degrees 20 minutes 26 seconds West along the westerly line of said Lot 2 and the southerly extension thereof for 98.58 feet; thence North 88 degrees 37 minutes 16 seconds West for 88.28 feet; thence North 00 degrees 24 minutes 45 seconds East for 179.53 feet; thence North 33 degrees 58 minutes 31 seconds East for 338.57 feet to the southerly line of Lot, Block 2 of WESTRIDGE MALL FIRST ADDITION, on file and of record in the office of the Otter Tail County Recorder; thence South 54 degrees 41 minutes 58 seconds East along the southerly line of said Lot 1, Block 2 for 63.84 feet to the point of beginning.

Containing 0.80 acres, more or less, subject to restrictions, reservations and easements of sight or record if any.

Have caused the same to be surveyed and platted as WESTRIDGE SECOND ADDITION and do hereby dedicate to the public for public use, the easements for ingress and egress, and for installation and maintenance of utilities and drainage facilities over, under and along the strips shown hereon as ingress/egress and drainage and utility easements.

In witness whereof said Westridge Mall Limited Partnership, a limited partnership under the laws of the state of Illinois, has caused these presents to be signed by Martin H. Graff, the President of Westridge Mall Associates, Inc. the general partner of Westridge Mall Limited Partnership on this ____ day of _____, 20__.

Signed: Westridge Mall Limited Partnership

Martin H. Graff, President of Westridge Mall Associates, Inc., the general partner of Westridge Mall Limited Partnership

STATE OF ILLINOIS
COUNTY OF _____
This instrument was acknowledged before me on _____ by Martin H. Graff, President of Westridge Mall Associates Inc., the general partner of Westridge Mall Limited Partnership.

Notary Public, _____
My Commission expires _____

In witness whereof said Byline Bank, a corporation under the laws of the state of Illinois, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

Signed: Byline Bank

(name), (title)

STATE OF _____
COUNTY OF _____
This instrument was acknowledged before me on _____ by _____ of Byline Bank, a corporation

(name) (title)
under the laws of the state of Illinois.

Notary Public, _____
My Commission expires _____

In witness whereof said Byline Bank, a corporation under the laws of the state of Illinois, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

Signed: Byline Bank

(name), (title)

STATE OF _____
COUNTY OF _____
This instrument was acknowledged before me on _____ by _____ of Byline Bank, a corporation

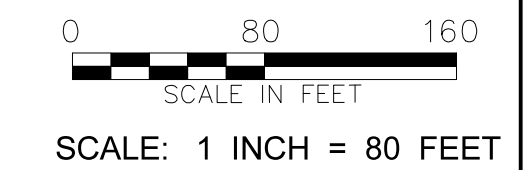
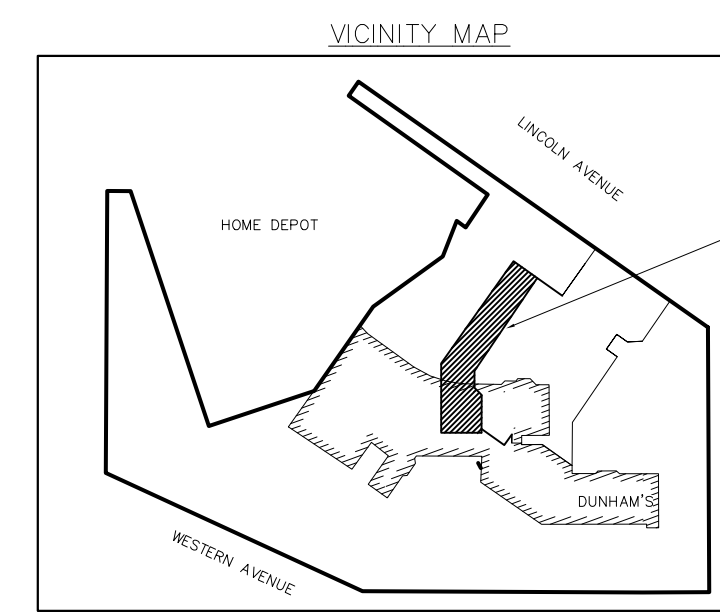
(name) (title)
under the laws of the state of Illinois.

LEGEND

- = CORNER MARKED WITH A 5/8" x 18" SOLID IRON PIN WITH YELLOW PLASTIC CAP MARKED "RLS 44866"
- = EXISTING OR FOUND CORNER MONUMENT
- ▲ = STEEL FENCE POST
- REC. = RECORD OR ORIGINAL DISTANCE
- MEA = MEASURED DISTANCE THIS SURVEY
- NOTE = THIS SURVEY WAS BASED ON THE OTTER TAIL COUNTY COORDINATE SYSTEM - VRS
- = HYDRANT
- = MANHOLE
- = LIGHT POLE
- = TREE
- ⊥ = SIGN
- = EASEMENT LINE
- - - - - = EXISTING CONTOUR
- ST - ST - = UNDERGROUND STORM LINE
- - - - - = ADJACENT PROPERTY LINE
- - - - - = FUTURE DEVELOPMENT
- - - - - = PROPERTY LINE
- - - - - = CURB AND GUTTER
- ▨ = EXISTING MALL BUILDING
- ▨ = CONCRETE SURFACE
- ▨ = DUNHAMS SPORTS BUILDING
- ▨ = WESTRIDGE THEATER BUILDING

Westridge Mall Limited Partnership Property Operation and Easement Agreements of Record: The Westridge Mall Limited Partnership Property, from which this plat of WESTRIDGE SECOND ADDITION is subdivided, is subject to existing operation and easement agreements, including an agreement dated March 4, 1998 and recorded as Document Number 870619; an agreement dated October 27, 1999 and recorded as Document Number 856176; an agreement dated May 30, 2001 and recorded as Document Number 882401 as amended on June 30, 2005 and recorded as Document Number 980750; and an agreement dated February 19, 2020 and recorded as Document Number 1233845.

NOTE:
- There are 59 striped parking spaces on the proposed platted area.
- No improvements to utilities or building additions are planned.
- Access to public street and utilities is provided by in place easements and operating agreements



INTERSTATE ENGINEERING
Professionals you need, people you trust.

Interstate Engineering, Inc.
116 E. Washington Ave.
Fergus Falls, MN 56537
PH: (218) 339-5545
www.interstateeng.com
Offices in North Dakota, Minnesota, Montana and South Dakota

F2012061

ORDINANCE NO. 24, EIGHTH SERIES

**AN ORDINANCE OF THE CITY OF FERGUS
FALLS, MINNESOTA, AMENDING CHAPTER
154.002 DEFINITIONS, CHAPTER 154.036 B-1
LIMITED BUSINESS DISTRICT, CHAPTER 154.037
B-2 SERVICE BUSINESS DISTRICT AND
CHAPTER 154.040 B-5 AND B-6 SHOPPING
CENTER BUSINESS DISTRICT OF THE CITY
CODE.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 154.002, Definitions, Apartment Hotel, is hereby deleted in its entirety.

Section 2. City Code Chapter 154.002, Definitions, Hotel, is hereby amended to read as follows:

HOTEL. Any building or portion thereof where sleeping accommodations are offered to the public for compensation on a transient basis in six or more rooms licensed under Minnesota Statutes Chapter 157. “Transient” shall mean the hotel is not the sole residence of the guest(s) and occupancy shall be limited to less than three hundred sixty-five (365) consecutive days. Hotels must have a reception desk staffed at all hours and conduct regular housekeeping services of guest rooms. A hotel may also include “extended stay” guest rooms which must contain a complete kitchen equipped with a full-sized refrigerator, built-in cooking facilities, microwave, sink, cooking utensils, dishes and cutlery. Hotels are therefore distinct from apartment buildings, boarding houses, or lodging houses as defined in this Chapter.

Section 3. City Code Chapter 154.002, Definitions, Motel, is hereby deleted in its entirety.

Section 4. City Code Chapter 154.036, B-1, Limited Business District, (C) (3) is hereby amended to read as follows:

(3) Hotels;

Section 5. City Code Chapter 154.037, B-2, Service Business District, (B) (18) is hereby amended to read as follows:

(18) Hotels;

Section 6. City Code Chapter 154.040, B-5 and B-6, Shopping Center Business District (C) (8) is hereby amended to read as follows:

(8) Hotels subject to the following:

(a) They shall be located in a B-6, Sub-Regional Shopping Center, only; and

(b) The structure shall be freestanding.

Section 7. Effective date. The effective date of this ordinance shall be the _____ day of _____, 2022.

THIS ORDINANCE was introduced on the _____ day of _____, 2022, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2022, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____.

ORDINANCE NO. 25, EIGHTH SERIES

**AN ORDINANCE OF THE CITY OF FERGUS
FALLS, MINNESOTA, AMENDING CHAPTER 30.01
WARDS AND PRECINCT BOUNDARIES OF THE
CITY CODE.**

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 30, Ward and Precinct Boundaries is hereby amended to read as follows:

§30.01 WARDS AND PRECINCT BOUNDARIES.

The wards and precincts shall be limited and bounded as hereinafter set forth.

(A) First Ward.

(1) The First Ward of the city shall comprise all of the territory within the following described boundary: Commencing at the intersection of Hilltop Drive and Cascade Street, said Point A, thence in South a distance of 2,443.57 feet and there terminating. Thence from said Point A, North to St. Charles Avenue, Thence West to Mill Street, Thence North to Adolphus Avenue, Thence West to Union Avenue, Thence North to Channing Avenue, Thence East to Court Street, Thence North to Lincoln Avenue, Thence East to Friberg Avenue, Thence North to Summit Avenue, Thence East to Sheridan Street, Thence North to Mt. Faith Avenue, Thence East to the intersection of the Otter Tail River, Thence following the centerline of the Otter Tail River to the Intersection of the Municipal Boundary Line approximately 588.00 feet East of the Broken Down Dam Road and there terminating.

(2) The First Ward is comprised of the First Precinct and the Second Precinct.

(a) The First Precinct comprises all of the territory within the following described boundary: Commencing at the intersection of Alcott Avenue and Court Street, Thence East to Mill Street, Thence South to Bancroft Avenue, Thence East to Cascade Street, Thence North to Alcott Avenue, Thence North to Alcott Avenue, Thence East to Arlington Street, Thence South to Channing Avenue, Thence East to Pebble Lake Road, Thence South to Douglas Avenue, Thence Easterly to the Trunk Highway Number 210 and there terminating. Said **Precinct is** North of said Centerline Description.

(b) The Second Precinct comprises all of the territory within the following described boundary: Commencing at the intersection of Alcott Avenue and Court Street, Thence East to Mill Street, Thence South to Bancroft Avenue, Thence East to Cascade Street, Thence North to Alcott Avenue, Thence North to Alcott Avenue, Thence East to Arlington Street, Thence South to Channing Avenue, Thence East to Pebble Lake Road, Thence South to Douglas Avenue, Thence Easterly to the Trunk Highway Number 210 and there terminating. Said Precinct is South of said Centerline Description.

(B) Second Ward.

(1) The Second Ward of the city shall comprise all of the territory within the following described boundary: Commencing at intersection of Lincoln Avenue and Union Avenue, said Point A, Thence East to Friberg Avenue, Thence North to Summit Avenue, Thence East to Sheridan Street, Thence North to Mt. Faith Avenue, Thence East to the intersection of the Otter Tail River, Thence following the centerline of the Otter Tail River to the Intersection of the Municipal Boundary Line approximately 588.00 feet East of the Broken Down Dam Road and there terminating.

Thence commencing at said Point A, Thence North on Union Avenue to Beach Ave, Thence East to Cleveland thence North to a point 493.50 feet North of Hillside Drive, Thence due East approximately 593.00 feet plus or minus to the shoreline of Opperman Lake, Thence in a Northerly & Easterly direction along said shoreline to the Intersection with the East edge of the Auditors Plat of Woodland Heights, Thence North 2,245.99 feet to the intersection of the South line of the Second Addition to Woodland Heights, Thence East along said South line of Second Addition to Woodland Heights a distance of 821.38 feet to a point on said East Line of said plat, Thence Northwesterly along said East line of said Second Addition to Woodland Heights a distance of 1342.87 feet to the Northerly Municipal Boundary Line and there terminating.

(2) The Second Ward is comprised of the First Precinct and the Second Precinct.

(a) The First Precinct comprises all of the territory within the following described boundary: Commencing at the intersection of Summit Avenue and Friberg Avenue, Thence West to Cleveland Avenue, Thence North to Cecil Avenue, Thence East to Aurdal Avenue, North to Franklin Avenue, Thence East to Friberg Avenue, Thence in a Northeasterly direction to County Road Number 111, Thence in a Northeasterly direction on County Road Number 111 to the intersection with the Municipal Boundary line and there terminating, said point also being approximately 1504.00 feet Southwesterly from the Intersection of County Road Number 111 and Connell Drive. Said Precinct is North of said Centerline Description.

(b) The Second Precinct comprises of all the territory within the following described boundary: Commencing at the intersection of Summit Avenue and Friberg Avenue, Thence West to Cleveland Avenue, Thence North to Cecil Avenue, Thence East to Aurdal Avenue, North to Franklin Avenue, Thence East to Friberg Avenue, Thence in a Northeasterly direction to County Road Number 111, Thence in a Northeasterly direction on County Road Number 111 to the intersection with the Municipal Boundary line and there terminating, said point also being approximately 1504.00 feet Southwesterly from the Intersection of County Road Number 111 and Connell Drive. Said Precinct is South of said Centerline Description.

(C) *Third Ward.*

(1) The Third Ward of the city shall comprise all of the territory within the following described boundary: Commencing at intersection of Lincoln Avenue and Union Avenue, said Point A, Thence North on Union Avenue to Beach Ave, Thence East to Cleveland thence North to a point 493.50 feet North of Hillside Drive, Thence due East approximately 593.00 feet plus or minus to the shoreline of Opperman Lake, Thence in a Northerly & Easterly direction along said shoreline to the Intersection with the East edge of the Auditors Plat of Woodland Heights, Thence North 2,245.99 feet to the intersection of the South line of the Second Addition to Woodland Heights, Thence East along said South line of Second Addition to Woodland Heights a distance of 821.38 feet to a point on said East Line of said plat, Thence Northwesterly along said East line of said Second Addition to Woodland Heights a distance of 1342.87 feet to the Northerly Municipal Boundary Line and there terminating.

Thence commencing at said Point A, Thence West to Second Avenue, Thence North to a point 165.00 feet north of Linden Street, Thence South 30 degrees West a distance of 236.00 feet, Thence North 88 degrees 38 minutes 50 seconds West a distance of 755.88 feet, Thence South 00 degrees 16 minutes 33 seconds West a distance of 251.287 feet, Thence North 87 degrees 13 minutes 15 seconds West a distance of 392.54 feet to the intersection of College Way, Thence in a North 34 degrees 30 seconds 08 seconds West along said College Way road centerline a distance of 512.10 feet to the most northerly entrance into M State College, Thence in a northwesterly direction around the North and West side of said college to Spartan Drive, Thence North to Tower Road, Thence Northeasterly to along Fir Avenue to the intersection of the Municipal Boundary Line and there terminating, Said point is 23.00 feet plus or minus South of Deerfield Drive.

(2) The Third Ward is comprised of the First Precinct and the Second Precinct.

(a) The First Precinct comprises all of the territory within the following described boundary: Commencing at the intersection of Union Avenue & Beech Avenue, Thence west to Vine Street, Thence south to Birch Street, Thence West to Broadway Avenue, Thence north to Beech Ave, Thence West to Second Avenue, Thence in a Northwesterly arc to Tower Road and there terminating. Said Precinct is South of said Centerline Description.

(b) The Second Precinct comprises all of the territory within the following described boundary: Commencing at the intersection of Union Avenue & Beech Avenue, Thence west to Vine Street, Thence south to Birch Street, Thence West to Broadway Avenue, Thence north to Beech Ave, Thence West to Second Avenue, Thence in a Northwesterly arc to Tower Road and there terminating. Said Precinct is North of said Centerline Description.

(D) *Fourth Ward.*

(1) The Fourth Ward of the city shall comprise all of the territory within the following described boundary: Commencing at intersection of Lincoln Avenue and Union Avenue, said Point A., Thence West to Second Avenue, Thence North to a point 164.84 feet north of Linden Street, Thence North 89 degrees 39 minutes 10 seconds West a distance of 858.61 feet, Thence South 28 degrees 05 minutes 42 seconds West a distance of 236.32 feet, Thence North 88 degrees 38 minutes 50 seconds West a distance of 755.88 feet, Thence South 00 degrees 16 minutes 33 seconds West a distance of 251.287 feet, Thence North 87 degrees 13 minutes 15 seconds West a distance of 392.54 feet to the intersection of College Way, Thence in a North 34 degrees 30 seconds 08 seconds West along said College Way road centerline a distance of 512.10 feet to the most northerly entrance into M State College, Thence in a northwesterly direction around the North and West side of said college to Spartan Drive, Thence North to Tower Road, Thence Northeasterly to along Fir Avenue to the intersection of the Municipal Boundary Line and there terminating, Said point is 23.00 feet plus or minus South of Deerfield Drive.

Thence commencing at said Point A, Thence South to Channing Avenue, Thence West to Union Avenue. Thence South to Adolphus Avenue, Thence East to Mill Street, Thence South to St Charles Avenue, Thence East to Cascade Street, Thence South to the intersection of said Municipal Boundary, which is 1,145.31 feet south of Praire Court and there terminating.

(2) The Fourth Ward is comprised of the First Precinct and the Second Precinct.

(a) The First Precinct comprises all of the territory within the following described boundary: Commencing at the intersection Lincoln Avenue and Buse Street, Thence South to the Otter Tail Valley Railroad, Thence in A Easterly direction to the intersection with the Otter Tail River, thence Northeasterly to the intersection with Union Avenue, Thence South to Vernon Avenue, Thence West to Hillcrest Drive, Thence Westerly around said Hillcrest Campus back to Hillcrest Drive, Thence East to Fremont Street, Thence South to Vernon Avenue, Thence West to the intersection of Tower Road, Thence West to the intersection of the Municipal Boundary and County Road Number 15 and there terminating. Said Precinct is South of said Centerline Description.

(b) The Second Precinct comprises all of the territory within the following described boundary: Commencing at the intersection Lincoln Avenue and Buse Street, Thence South to the Otter Tail Valley Railroad, Thence in an Easterly direction to the intersection with the Otter Tail River, thence Northeasterly to the intersection with Union Avenue, Thence South to Vernon Avenue, Thence East to Hillcrest Drive, Thence Westerly around said Hillcrest Campus back to Hillcrest Drive, Thence East to Fremont Street, Thence South to Vernon Avenue, Thence West to the intersection of Tower Road, Thence West to the intersection of the Municipal Boundary

and County Road Number 15 and there terminating. Said Precinct is North of said Centerline Description.

Section 2. Effective date. The effective date of this ordinance shall be the _____ day of _____, 2022.

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, Chapter 30, Ward and Precinct Boundaries of the Fergus Falls City Code has been amended by Ordinance No. 25, Eighth Series, which ordinance has been duly adopted by the City Council; and,

WHEREAS, Said ordinance is lengthy and the Council has therefore 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. 25, Eighth Series, is as follows:

**AN ORDINANCE OF THE CITY OF FERGUS
FALLS, MINNESOTA, AMENDING CHAPTER 30.01
WARDS AND PRECINCT BOUNDARIES OF THE
CITY CODE.**

NOTICE IS FURTHER GIVEN, that a summary of Ordinance No. 25, Eighth Series, is as follows:

Section 1 amends Chapter 30.01 Wards and Precinct Boundaries to reflect changes made because of the redistricting process.
Section 2 provides for the effective date.

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 the _____ day of _____, 2022, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2022, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____.

barb/acityoffergusfalls/ords/8thseries/Ord25



Council Action Recommendation

Page 1 of 2

Meeting Date: 3-7-22

Subject: Temporary Chiller

Recommendation: Authorize staff to sign an agreement with “Commercial Refrigeration Systems” to provide a trailer mounted chiller to be used at the Community Arena to provide ice skating opportunities to the community for the months of June and July.

Background/Key Points: The Roosevelt/Kennedy school chiller system will not be available for use in making ice at the Arena this summer (due to the school district needing the cooling capacity for their programming/staffing and to allow for their new cooling system to be installed). The user groups (hockey and figure skating clubs) asked if the city could look into a solution to bridge this season of not having use of the current chilling system so that they could have continuity in their programming.

This system that Commercial Refrigeration Systems will provide, while temporary in nature, has components to it that will be installed and become permanent pieces of the chiller system that the city will be purchasing from the school system. These permanent pieces will then be available for future use if the need arises to do maintenance or repairs on the “house” system.

Budgetary Impact: The following memo shows the cost to rent the temporary system and some estimated costs for operations and staff to provide the users ice at the arena with the temporary chiller system in place.

The user groups have agreed to pay all of these costs except for \$21,000 that is needed to furnish and install the permanent fixtures. This \$21,000 is proposed to come from the Community Arena capital improvement funds.

Originating Department: Public Works

Respectfully Submitted: Len Taylor

Attachments:

Good Afternoon,

Apparently there was an issue with either sending or receiving email from Commercial Refrigeration so these numbers were communicated to the city on the phone.

These are the "known" costs with the caveat of the 2% contingency:

Chiller rent: 3 Months are required	\$24,450.00/month	\$73,350.00
Hook up costs (trench, valves, tap)	\$24,169.00	<u>\$24,169.00</u>
		\$97,519.00
2% Contingency	\$1950.38	<u>\$1,950.38</u>
		\$99,469.38

Unknown costs:

Electrician to hook up: \$ 2,000 (estimate)

Monthly **90** days electric cost: \$13,500 (estimate) **\$150/day**

Staff: \$14,000 (last year's cost) If the ice is utilized for the full 3 months, the staffing costs will be higher.

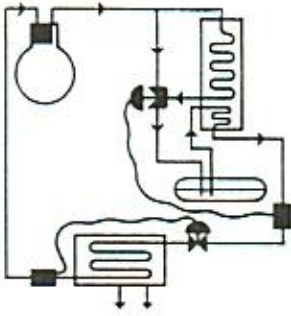
Monitoring cost: \$ 4,500 (estimate) **\$250/week=\$3,000 (Quote from M. Christopherson)**

If, based on this information, the groups want to move forward, we'd need to let Commercial Refrigeration know soon so that a unit can be secured.

Have a good weekend,

Guy

Cost to "fixed assets"	
Mobilization	\$2,500
Excavation	\$5,000
T's, Valves and insulating	\$7,500
Draining system	\$2,500
Refilling system	\$2,500
Misc. parts	<u>\$1,000</u>
	\$21,000



COMMERCIAL REFRIGERATION SYSTEMS

SALES, SERVICE, INSTALLATION & REPAIR

Mark Rodorigo • John Rodorigo
Phone (218) 749-3366

104 East Chestnut Street • P. O. Box 1066
Virginia, Minnesota 55792

PROPOSAL AND ACCEPTANCE

Proposal Submitted to: City of Fergus Falls

Date: December 14, 2021

No: 2021-68

Attn: Len Taylor

Job Name: Ice Arena

Job Location: Fergus Falls, MN

We are pleased to propose the following:

Chiller components to provide 800 GPM / 200 tons with trailer and pump.

Price: \$24,450.00 per month (3 months)

* This pricing does not include installation of the chiller.

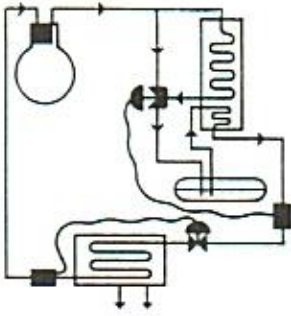
Installation includes all piping, concrete blankets, and all related accessories for connecting to the chiller.

Price: \$24,169.00

* CRS will decommission chiller during regular working hours at a rate of \$120 per hour.

Ethylene Glycol as needed.

Price: \$14.50 per gallon



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Virginia, Minnesota 55792

*** Owner shall be responsible for daily/weekly monitoring of the equipment, and all associated costs.**

***Owner shall be responsible for required electrical connections.**

Mark Rodorigo

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Title

Date

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

ARC DOCUMENT SOLUTIONS LLC	BASE MAINT. CANON/HP DESIGNJET	207.68
ADMINISTRATOR'S CONTINGENCY FD	JAN ANALYSIS SERVICE CHARGE	101.12
ADMINISTRATOR'S CONTINGENCY FD	JANUARY 2022 INTEREST EARNED	.01-
ADMINISTRATOR'S CONTINGENCY FD	REFUND CANCEL RENTED PARKING	39.90
AMERICAN LEGAL PUBLISHING CORP	03/03/22-03/03/23 INTERNET REN	495.00
SEAN ANDERSON	CLEANING WEEKS OF FEB 18-25	428.64
AVESIS THIRD PARTY ADMIN INC	MARCH VISION INSURANCE	18.42
BEYER BODY SHOP, INC.	TOW CHEVY 1500/22006170	125.00
BEYER BODY SHOP, INC.	TOW CHEVY 2500/22005028	150.00
BEYER BODY SHOP, INC.	TOW DODGE CHARGER/22006077	125.00
BEYER BODY SHOP, INC.	TOW FORD RANGER/22005481	250.00
BEYER BODY SHOP, INC.	TOW TOYOTA MATRIX/22005535	250.00
CAPITAL IMPROVEMENT FUND	INS 49200 (101-49390-720)	5,505.14
CAPITAL IMPROVEMENT FUND	P.I. 5232 (101-43121-406)	4,220.00
CAPITAL IMPROVEMENT FUND	P.I. 5269 (101-49390-720)	3,194.14
CAPITAL IMPROVEMENT FUND	P.I. 5290 (101-49390-720)	134.57
CAPITAL IMPROVEMENT FUND	P.I. 5311 (101-43121-229)	464.99
CAPITAL IMPROVEMENT FUND	P.I. 5331 (101-43121-228)	1,882.76
CAPITAL IMPROVEMENT FUND	P.I. 5332 (101-43121-229)	104.04
CAPITAL IMPROVEMENT FUND	P.I. 5336 (101-49390-720)	7,241.74
CAPITAL IMPROVEMENT FUND	P.I. 5337 (101-43121-228)	10,790.51
CAPITAL IMPROVEMENT FUND	P.I. 5338 (101-43121-229)	6,805.27
CAPITAL IMPROVEMENT FUND	P.I. 5339 (101-43121-406)	6,059.55
CAPITAL IMPROVEMENT FUND	P.I. 5343 (101-42190-309)	53.83
CAPITAL IMPROVEMENT FUND	P.I. 5955 (101-49390-720)	118,529.19
CAPITAL IMPROVEMENT FUND	P.I. 6062 (101-49390-720)	1,378.86
CAPITAL IMPROVEMENT FUND	P.I. 6072 (101-49390-720)	54,236.71
CAPITAL IMPROVEMENT FUND	P.I. 6074 (101-49390-720)	134.75
CAPITAL IMPROVEMENT FUND	P.I. 6075 (101-49390-720)	90.78
CAPITAL IMPROVEMENT FUND	P.I. 6077 (101-41940-531)	7,169.00
CAPITAL IMPROVEMENT FUND	P.I. 6077 (101-49390-720)	8,171.18

General

CAPITAL IMPROVEMENT FUND	P.I. 9007 (101-43121-406)	995.75
CAPITAL IMPROVEMENT FUND	P.I. 9144 (101-45222-531)	31,043.12
CAPITAL IMPROVEMENT FUND	P.I. 9144 (101-49390-720)	1,114.47
CAPITAL IMPROVEMENT FUND	P.I. 9146 (101-45222-531)	124.93
CAPITAL IMPROVEMENT FUND	P.I. 9769 (101-43180-511)	3,120.35
CAPITAL IMPROVEMENT FUND	P.I. 99995 (101-49390-720)	5,686.21
CHARTER COMMUNICATIONS	CABLE 2/18-3/17	32.97
CHARTER COMMUNICATIONS	FEB. FIXED IP ADDRESS	19.99
CHARTER COMMUNICATIONS	FEB. INTERNET	119.99
CHARTER COMMUNICATIONS	02/02-03/01/22 CABLE	40.18
CHARTER COMMUNICATIONS	02/04-03/03/22 CABLE	47.92
COLE PAPERS, INC.	CLEANING SUPPLIES	307.96
COOPERS TECHNOLOGY GROUP	FEB DEPOSIT BAGS	22.88
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS,BROWN ENVELOPES	20.35
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	14.22
DACOTAH PAPER CO	CAN LINER,TISSUE,TOWEL	544.04
DACOTAH PAPER CO	10 BAG VAC CLEANBREEZE	36.80
DELUXE BUSINESS FORMS & SUP	US BANK DEPOSIT TICKET BOOKS	60.11
EQUIPMENT FUND	MARCH EQUIPMENT RENT	110,831.32
4M FUND	FEB 2022 SERVICE FEE	61.70
FASTENAL COMPANY	FEB PARK SAFETY VENDING	15.19
FASTENAL COMPANY	FEB STREET SAFETY VENDING	15.19
FERGUS FALLS SUMMERFEST INC	2021 FIREWORKS-PYROTECHNICS	3,500.00
GALLS LLC	HOHRMAN UNIFORM PURCHASE	455.84
GALLS LLC	MATTER UNIFORM PURCHASE	105.55
GALLS LLC	MATTER UNIFORM RETURN	78.20-
GALLS LLC	SONSTEBO VEST PURCHASE	1,312.52
GALLS LLC	WEST DUTY VEST	1,317.11
GENERAL FUND	FEBRUARY COPIER USE	184.68
GENERAL FUND	FEBRUARY POSTAGE USE	371.98
GENERAL FUND	TRANSFER FEBRUARY COPIER USE	287.78-
GENERAL FUND	TRANSFER FEBRUARY POSTAGE USE	846.32-
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	412,983.18-
W.W. GOETSCH ASSOC., INC.	COUPLING INSERT	58.18
GOODIN COMPANY	CI PUMP L/FL W/CHECK VLV	134.35
GOODIN COMPANY	FLUSH VALVES	1,593.80
GOODIN COMPANY	LAV,FAUCET,GRID STRNR	180.45
GRAND FORKS FIRE EQUIPMENT LLC	FEB STRUCTURE BOOTS/C NELSON	506.12
GRANITE ELECTRONICS	FEBRUARY 3 PAGERS	1,440.00
GRANITE ELECTRONICS	123 RADIO REPAIR	338.21
GREAT PLAINS NATURAL GAS CO	FEBRUARY NATURAL GAS EXPENSE	2,226.43
GUARDIAN	MARCH DENTAL PREMIUM	3,848.08
HEPPNER CONSULTING, INC.	ANNUAL PRINTER MAINTENANCE	1,456.00

General

HOME DEPOT CREDIT SERVICES	FEB LAKE ALICE SINK PARTS	13.52
HOME DEPOT CREDIT SERVICES	FEB WIRE CONNECTORS,CVD PLIERS	23.13
INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	131.03
INTERNATIONAL BUSINESS MACHINE	HATS 5250 CLIENT	3,401.75
INTERNATIONAL BUSINESS MACHINE	HATS 5250 CLIENT 2023	3,401.75
INTERNATIONAL BUSINESS MACHINE	SPECTRUM PROTECT CLIENT	1,563.54
INTERNATIONAL BUSINESS MACHINE	SPECTRUM PROTECT CLIENT 2023	1,563.54
INTERNATIONAL BUSINESS MACHINE	SPECTRUM PROTECT SERVER	142.51
INTERNATIONAL BUSINESS MACHINE	SPECTRUM PROTECT SERVER 2023	142.51
LEAGUE OF MN CITIES	2022 MCMA ANNUAL CONFERENCE	575.00
LEAGUE OF MN CITIES	2022 SAFETY & LOSS CONTROL	20.00
DANIEL F E LIPSON	FEB/ONLINE TRAIN-OFFICER DEVEL	175.00
VICTOR LUNDEEN COMPANY	FEBRUARY LASER UTILITY BILLS	2,205.60
MII LIFE INCORPORATED	1ST HALF 2022 ER HSA CONTRIB	229.13
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 2/15-3/15	374.96
MARCO TECHNOLOGIES LLC	01/27-02/27/22 COPIER RENT	589.08
METRO SALES, INC	01/18-02/27/22 COPIER RENT	152.97
METRO SALES, INC	01/18-02/27/22 USAGE CHARGE	19.21
MN STATE COMMUNITY & TECH COLL	JAN/FIRE OFFICER I-MCKEEVER	500.00
MOTION INDUSTRIES INC	FEB D-FLEX SPLINED SLEEVE	50.42
RYAN MUCHOW	FEB/BAGGAGE CLAIM-NAT'L FIRE	30.00
NEO ELECTRICAL SOLUTIONS LLC	FEB - SEMIANNUAL INSPECTIONS	3,275.00
NYCKLEMOE & ELLIG, P.A.	LMC CITY ATTORNEY CONFERENCE	503.58
NYCKLEMOE & ELLIG, P.A.	MARCH RETAIN FEE/OFFICE ALLOW	7,041.67
OFFICE OF MNIT SERVICES	DEC. INTERNET USAGE	274.48
OTTER TAIL COUNTY	1022 N CLEVELAND ABATEMENT	58.50
OTTER TAIL COUNTY	522 E HAMPDEN ABATEMENT	58.50
OTTER TAIL COUNTY FIRE	2022 MEMBERSHIP DUES	50.00
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	29,498.84
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	2,377.36
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	2,398.62
PITNEY BOWES CREDIT CORP	12/30/21-03/29/22 METER RENT	705.00
POLICE DEPT CONTINGENCY FUND	BERGREN, CEDERBERG, DUENOW	540.00
POLICE DEPT CONTINGENCY FUND	21033655 SUBPOENA FEE	22.00
PREMIER CARBIDE SAW & TOOL INC	SHIPPING COSTS	67.64
PREMIER CARBIDE SAW & TOOL INC	ZAMBONI BLADES SHARPENED	110.00
PUBLIC UTILITIES DEPARTMENT	FEB/UTILITIES-522 E HAMPDEN	8.11
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	3,126.42
SHI INTERNATIONAL CORP	MS OFFICE RENEW (YEAR 2 OF 3)	7,020.00
SHI INTERNATIONAL CORP	MS PROJECT RENEW (YEAR 2 OF 3)	129.00
SHI INTERNATIONAL CORP	MS SERVER CALS (YEAR 2 OF 3)	450.00
SHI INTERNATIONAL CORP	MS VISIO RENEWAL (YEAR 2 OF 3)	220.00
SHI INTERNATIONAL CORP	MS WIN SVR STD SA(YEAR 2 OF 3)	1,104.00

General

THE SMOKE-EATER PUBLICATIONS	MN SMOKE EATERS SUBSCRIPTION	20.00
SPEE DEE DELIVERY SERVICE INC	SHIPPING FEES	35.36
FRANKLIN STOCK	2022 SAFETY BOOT REIMBURSEMENT	125.00
USABLE LIFE	MARCH LIFE INSURANCE	79.20
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	1,048.69
VERIZON WIRELESS	MARCH CELL PHONE EXPENSE	40.01
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F020620	68,597.02-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620AUSK1	.01-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/649791RH5	47,530.28-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CDV0	297,331.33-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CDW8	150,250.87-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVESTMENTS - FEB	1,127,419.02
WELLS FARGO BANK MINNESOTA NA	10/01-12/31/21 INVESTMENT FEE	14,616.37
	F U N D T O T A L	651,484.73

P.A. General

A-1 LOCK & KEY LLC	LOCK & DEADBOLT REPAIRS - CBHH	237.50
GENERAL FUND	FEBRUARY COPIER USE	26.98
NOVA FIRE PROTECTION, LLC	SEMI-ANNUAL SPRINKLER INSPECTI	135.00
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	6.43
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	6.43
SUMMIT COMPANIES	MONTHLY MONITORING -FEB	32.50
UGSTAD PLUMBING, INC.	BOILER/GEN CK 01/18/22	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 02/08/22	85.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 02/14/22	85.00
UGSTAD PLUMBING, INC.	MARCH RETAINER FEE	125.00
UGSTAD PLUMBING, INC.	REPAIRS TO BOILER PUMP #2	501.22
UGSTAD PLUMBING, INC.	REPLACED TOWER SHOWER VALVE	1,476.09
	F U N D T O T A L	2,802.15

Regional Treatment Center-City Operated

OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	205.57
	F U N D T O T A L	205.57

Public Library

ADMINISTRATOR'S CONTINGENCY FD	BOOKS	29.13
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	1,566.25
GRANICUS LLC	WEB SITE MAINT/HOSTING 2022	787.50
HOME DEPOT CREDIT SERVICES	FEB/EXTENSION CORD, STORAGE	60.95
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	4,593.62
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	70.72
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	70.68
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	264.82
US BANK EQUIPMENT FINANCE	02/21-03/21/22 COPIER LEASE	551.70
	F U N D T O T A L	7,995.37

Bigwood Event Center

ADMINISTRATOR'S CONTINGENCY FD	BIGWOOD PETTY CASH	500.00
BJORN'S HEATING & AIR COND INC	INSTALL COLD CLIMATE HEAT PUMP	3,897.00
CAPITAL IMPROVEMENT FUND	P.I. 6077 (223-45601-401)	5,423.98
COOPERS TECHNOLOGY GROUP	FEB DEPOSIT BAGS	22.88
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	1,150.00
GREAT PLAINS NATURAL GAS CO	FEBRUARY NATURAL GAS EXPENSE	3,055.31
LHR HOSPITALITY MANAGEMENT	02/01-02/15/22 MANAGEMENT FEES	411.99
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	2,189.79
OTTER TAIL TELCOM	FEB. FIBER CONNECTION	203.32
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	19.29
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	198.68
PERHAM PRINTING & OFFICE SUP	"BIGWOOD EVENT CENTER" CARDS	45.06
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	283.58
TORKE COFFEE ROASTING COMPANY	FEBRUARY COFFEE & FILTERS	133.09
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	871.03
	F U N D T O T A L	18,405.00

T.I. 4-15 Fergus Falls Flour Mill

TAFT STETTINIUS HOLLISTER LLP	TIF 4-15 PLAN ESTABLISHMENT	2,000.00
	F U N D T O T A L	2,000.00

IRP Revolving Loan

GENERAL FUND	FEBRUARY COPIER USE	5.54
GENERAL FUND	FEBRUARY POSTAGE USE	1.06
	F U N D T O T A L	6.60

CDBG/HUD Revolving Loan

GENERAL FUND	FEBRUARY COPIER USE	17.60
GENERAL FUND	FEBRUARY POSTAGE USE	.53
SIGNWORKS SIGNS & BANNERS INC	116 E LINCOLN SIGNAGE - #952	377.56
	F U N D T O T A L	395.69

Capital Improvement

CAPITAL IMPROVEMENT FUND	PROJECT REIMBURSEMENTS	1,340,981.94-
JOEL CARLSON INC.	FEBRUARY LEGISLATIVE FEES	2,285.00
JOEL CARLSON INC.	MARCH LEGISLATIVE FEES	2,285.00
COMSTOCK CONSTRUCTION INC	PAY APP. NO. 10 DTRF	44,756.28
HOUSTON ENGINEERING INC	PROF SERV. AND WELL SAMPLING	656.50
OTTER TAIL COUNTY TREASURER	2021 TRAFFIC MARKING PROJ COST	5,636.14
	F U N D T O T A L	1,285,363.02-

P.I.R. Projects

CAPITAL IMPROVEMENT FUND	P.I. 5955 (499-49390-720)	104,628.88
CAPITAL IMPROVEMENT FUND	P.I. 5956 (499-49390-720)	10,798.49
CAPITAL IMPROVEMENT FUND	P.I. 6077 (499-49390-720)	19,297.51
CAPITAL IMPROVEMENT FUND	P.I. 99995 (499-49390-720)	149.56
	F U N D T O T A L	134,874.44

Liquor Store

A-1 LOCK & KEY LLC	FEB/SVC CALL, EXTERIOR DOOR	65.00
THE AMERICAN BOTTLING COMPANY	FEBRUARY/MIX	121.82
THE AMERICAN BOTTLING COMPANY	MARCH/MIX	222.66
APPRIZE TECHNOLOGY SOLUTIONS	FEB ADMIN FEE	120.64
ARCTIC GLACIER USA INC	FEBRUARY/ICE #3608205503	85.90
ARTISAN BEER COMPANY	FEBRUARY/BEER	2,041.50
ARTISAN BEER COMPANY	MARCH/BEER	949.45
BEVERAGE WHOLESALERS INC	FEBRUARY/BEER	51,140.11
BEVERAGE WHOLESALERS INC	FEBRUARY/MIX	277.75
BEVERAGE WHOLESALERS INC	JANUARY/FREIGHT	40.60-
BEVERAGE WHOLESALERS INC	JANUARY/LIQUOR	1,832.18-
BEVERAGE WHOLESALERS INC	JANUARY/MIX	117.10-
BEVERAGE WHOLESALERS INC	MARCH/BEER	16,838.10
BEVERAGE WHOLESALERS INC	MARCH/MIX	27.00
BREAKTHRU BEVERAGE MINNESOTA	FEBRUARY/FREIGHT	161.64
BREAKTHRU BEVERAGE MINNESOTA	FEBRUARY/LIQUOR	7,508.05
BREAKTHRU BEVERAGE MINNESOTA	FEBRUARY/MIX	285.37
BREAKTHRU BEVERAGE MINNESOTA	FEBRUARY/WINE	2,810.64
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/FREIGHT	40.60
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/LIQUOR	1,832.18
BREAKTHRU BEVERAGE MINNESOTA	JANUARY/MIX	117.10
BREAKTHRU BEVERAGE MINNESOTA	MARCH/FREIGHT	21.87
BREAKTHRU BEVERAGE MINNESOTA	MARCH/LIQUOR	2,279.77
BREAKTHRU BEVERAGE MINNESOTA	MARCH/MIX	76.07
BREAKTHRU BEVERAGE MINNESOTA	MARCH/WINE	100.00
CAPITAL IMPROVEMENT FUND	P.I. 5340 (608-49854-403)	1,457.17
CAPITAL IMPROVEMENT FUND	P.I. 9145 (608-49390-720)	6,750.00
CAYAN	FEB 2022 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	FEBRUARY/MIX	730.08
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS,BROWN ENVELOPES	9.78
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	6.84
COPPER TRAIL BREWING CO	FEBRUARY/BEER	190.28
D-S BEVERAGES, INC.	FEBRUARY/BEER	30,513.54
D-S BEVERAGES, INC.	FEBRUARY/MIX	70.20
D-S BEVERAGES, INC.	JANUARY/BEER	.02
DACOTAH PAPER CO	FEBRUARY/SUPPLIES-BAGS	685.49
DACOTAH PAPER CO	FEBRUARY/SUPPLIES-COLD CUPS	208.16
DACOTAH PAPER CO	FEBRUARY/SUPPLIES-TAPE BX/SEAL	40.61
DELUXE BUSINESS FORMS & SUP	US BANK DEPOSIT TICKET BOOKS	120.20
DISGRUNTLED BREWERY LLC	FEBRUARY/BEER	456.00
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	151,754.75
GREAT PLAINS NATURAL GAS CO	FEBRUARY NATURAL GAS EXPENSE	791.12
JOHNSON BROTHERS LIQUOR CO	FEBRUARY/FREIGHT	287.71

Liquor Store

JOHNSON BROTHERS LIQUOR CO	FEBRUARY/LIQUOR	15,384.03
JOHNSON BROTHERS LIQUOR CO	FEBRUARY/MIX	303.40
JOHNSON BROTHERS LIQUOR CO	FEBRUARY/WINE	3,869.12
JOHNSON BROTHERS LIQUOR CO	MARCH/FREIGHT	683.14
JOHNSON BROTHERS LIQUOR CO	MARCH/LIQUOR	20,194.08
JOHNSON BROTHERS LIQUOR CO	MARCH/WINE	6,462.56
MAVERICK WINE LLC	FEBRUARY/FREIGHT	35.00
MAVERICK WINE LLC	FEBRUARY/LIQUOR	982.02
MAVERICK WINE LLC	FEBRUARY/WINE	252.00
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	3,405.38
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	74.30
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	74.26
OUTSTATE BREWING COMPANY	FEBRUARY/BEER	1,615.00
PAUSTIS WINE COMPANY	FEBRUARY/FREIGHT	22.75
PAUSTIS WINE COMPANY	FEBRUARY/LIQUOR	2,103.00
PAUSTIS WINE COMPANY	FEBRUARY/WINE	821.00
PEPSI BEVERAGE COMPANY	FEBRUARY/MIX	478.07
PHILLIPS WINE AND SPIRITS CO	FEBRUARY/FREIGHT	325.96
PHILLIPS WINE AND SPIRITS CO	FEBRUARY/LIQUOR	28,649.65
PHILLIPS WINE AND SPIRITS CO	FEBRUARY/MIX	197.00
PHILLIPS WINE AND SPIRITS CO	FEBRUARY/WINE	3,596.51
PHILLIPS WINE AND SPIRITS CO	MARCH/FREIGHT	88.93
PHILLIPS WINE AND SPIRITS CO	MARCH/LIQUOR	3,690.60
PHILLIPS WINE AND SPIRITS CO	MARCH/MIX	26.00
PHILLIPS WINE AND SPIRITS CO	MARCH/WINE	882.25
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	420.80
SMALL LOT WINE	FEBRUARY/FREIGHT	18.00
SMALL LOT WINE	FEBRUARY/WINE	4,968.60
SOUTHERN GLAZER'S OF MN	FEBRUARY/FREIGHT	162.18
SOUTHERN GLAZER'S OF MN	FEBRUARY/LIQUOR	8,121.88
SOUTHERN GLAZER'S OF MN	FEBRUARY/WINE	1,700.78
SOUTHERN GLAZER'S OF MN	MARCH/FREIGHT	1.85
SOUTHERN GLAZER'S OF MN	MARCH/LIQUOR	8.40-
SOUTHERN GLAZER'S OF MN	MARCH/MIX	23.00-
SOUTHERN GLAZER'S OF MN	MARCH/WINE	666.50-
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	102.54
	F U N D T O T A L	388,380.77

Refuse Disposal

Refuse Disposal

A-1 LOCK & KEY LLC	FEB LOCK WORK N DOOR MAIN BLDG	81.25
APPRIZE TECHNOLOGY SOLUTIONS	FEB ADMIN FEE	120.65
CAPITAL IMPROVEMENT FUND	P.I. 9770 (609-17900-000)	1,934.89
CAPITAL IMPROVEMENT FUND	P.I. 9771 (609-49526-309)	23,861.27
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS,BROWN ENVELOPES	6.70
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	4.68
EQUIPMENT FUND	MARCH EQUIPMENT RENT	41,457.00
FASTENAL COMPANY	FEB REFUSE SAFETY VENDING	15.19
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	64,580.50
HOUSTON ENGINEERING INC	2021 SW-184 ANNUAL REPORT	7,815.00
HOUSTON ENGINEERING INC	2021 SW-572 ANNUAL REPORT	1,973.00
MARCO TECHNOLOGIES LLC	01/27-02/27/22 COPIER RENT	129.21
METRO SALES, INC	01/18-02/27/22 COPIER RENT	16.56
METRO SALES, INC	01/18-02/27/22 USAGE CHARGE	7.55
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	230.05
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	25.72
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	25.70
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	2,478.82
REVTRAK INC	JANUARY 2022 CR CD FEES	2,369.07
WASTEWATER TREATMENT FUND	FEB ASH CELL LEACHATE	340.20
WASTEWATER TREATMENT FUND	FEB DEMO CELL LEACHATE	731.25
	F U N D T O T A L	148,204.26

Sewage Treatment

APPRIZE TECHNOLOGY SOLUTIONS	FEB ADMIN FEE	120.65
CAPITAL IMPROVEMENT FUND	P.I. 5341 (610-49480-406)	1,780.98
CAPITAL IMPROVEMENT FUND	P.I. 5955 (610-17900-000)	109,947.89
CAPITAL IMPROVEMENT FUND	P.I. 5956 (610-17900-000)	5,217.22
CAPITAL IMPROVEMENT FUND	P.I. 6077 (610-49480-406)	5,447.11
CAPITAL IMPROVEMENT FUND	P.I. 7204 (610-17900-000)	324.00
CAPITAL IMPROVEMENT FUND	P.I. 7208 (610-17900-000)	43,962.23
CAPITAL IMPROVEMENT FUND	P.I. 7209 (610-17900-000)	33,701.92
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS,BROWN ENVELOPES	10.81
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	7.56
COSSETTE ELECTRIC LLC	FEB REPAIR CORD LIFT PUMP #2	590.38
WASTE MANAGEMENT	02/02/22 WASTE DISPOSAL	501.19
EQUIPMENT FUND	MARCH EQUIPMENT RENT	11,976.08
FASTENAL COMPANY	FEB SEWER SAFETY VENDING	15.19

Sewage Treatment

FERGUSON WATERWORKS #2516	FEB COUP,HEX PLUG,NIP TBE,PIPE	1,482.82
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	71,949.93
GOIN' POSTAL FERGUS FALLS	FEB SEND SEWER CAMERA FOR REPA	19.42
GREAT PLAINS NATURAL GAS CO	FEBRUARY NATURAL GAS EXPENSE	2,833.52
HAWKINS INC	FEB CONNECTOR,TUBING,REGULATOR	5,231.20
HAWKINS INC	FEB CREDIT TUBING 1/2"	104.00-
LOCATORS & SUPPLIES INC	FEB BLUE MARKING PAINT	158.97
MARCO TECHNOLOGIES LLC	01/27-02/27/22 COPIER RENT	129.21
METRO SALES, INC	01/18-02/27/22 COPIER RENT	16.56
METRO SALES, INC	01/18-02/27/22 USAGE CHARGE	7.55
STEFAN NELSON	FEB REIMB. CDL PHYSICAL	115.00
OCECO INC	FEB 4 IN. ACCUMULATORS	7,111.12
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	9,982.73
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	25.72
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	25.70
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	497.42
RMB ENVIRONMENTAL LABORATORIES	FEB ANALYSIS	876.00
RMB ENVIRONMENTAL LABORATORIES	MAR ANALYSIS	184.00
REVTRAK INC	JANUARY 2022 CR CD FEES	2,369.07
SPEE DEE DELIVERY SERVICE INC	FEB SHIPPING	102.35
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	117.49
WASTEWATER TREATMENT FUND	FEB RECEIPT TO LEACHATE	1,071.45-
	F U N D T O T A L	315,663.54

Water

ADMINISTRATOR'S CONTINGENCY FD	FEBRUARY UTILITIES REFUND	42.32
AMERICAN PAYMENT CENTERS	QUARTERLY BOX RENTAL	93.00
APPRIZE TECHNOLOGY SOLUTIONS	FEB ADMIN FEE	120.66
BJORN'S HEATING & AIR COND INC	FEB UTILITY SERVICE LINES	175.75
CAPITAL IMPROVEMENT FUND	P.I. 5346 (611-49420-406)	1,461.78
CAPITAL IMPROVEMENT FUND	P.I. 5955 (611-17900-000)	126,037.82
CAPITAL IMPROVEMENT FUND	P.I. 5956 (611-17900-000)	5,217.22
CAPITAL IMPROVEMENT FUND	P.I. 8184 (611-17900-000)	939.60
CAPITAL IMPROVEMENT FUND	P.I. 8212 (611-49420-309)	7,500.00
CAPITAL IMPROVEMENT FUND	P.I. 8221 (611-17900-000)	401,493.42
CAPITAL IMPROVEMENT FUND	P.I. 8224 (611-17900-000)	12,793.61
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS,BROWN ENVELOPES	9.79
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	6.84

Water

DELUXE BUSINESS FORMS & SUP	US BANK DEPOSIT TICKET BOOKS	60.10
EQUIPMENT FUND	MARCH EQUIPMENT RENT	4,575.25
FASTENAL COMPANY	FEB WATER SAFETY VENDING	15.19
FERGUSON WATERWORKS #2516	FEB MRX920 DATA COLLECTOR	5,500.00
FERGUSON WATERWORKS #2516	FEB 2" MACH10 R900I USG METER	1,013.57
GENERAL FUND	FEBRUARY COPIER USE	30.06
GENERAL FUND	FEBRUARY POSTAGE USE	218.39
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	65,377.68
GOIN' POSTAL FERGUS FALLS	FEB FREIGHT CHARGE (CHAD L)	102.54
GRAYMONT (WI) LLC.	FEB HIGH CALCIUM QUICKLIME	5,456.49
GREAT PLAINS NATURAL GAS CO	FEBRUARY NATURAL GAS EXPENSE	2,513.69
HAWKINS INC	FEB BATTERY-HR9-12, #2 PUMP	648.49
HAWKINS INC	FEB LPC-5 1LB BLK(MINI-BULK)	2,183.25
HOME DEPOT CREDIT SERVICES	FEB BATTERIES -- HD TOTES	143.42
HOME DEPOT CREDIT SERVICES	FEB GATE OPENER BATTERIES	18.87
MARCO TECHNOLOGIES LLC	01/27-02/27/22 COPIER RENT	129.22
METRO SALES, INC	01/18-02/27/22 COPIER RENT	16.56
METRO SALES, INC	01/18-02/27/22 USAGE CHARGE	7.55
MIDWEST PRINTING COMPANY	FEB 2 PART METER SLIPS	40.00
MN DEPARTMENT OF HEALTH	1ST QTR 2022 WATER CONNECTIONS	12,162.00
TRAVIS OLSON	2022 SAFETY BOOT REIMBURSEMENT	240.20
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	5,241.57
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	25.72
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	25.70
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	170.83
RMB ENVIRONMENTAL LABORATORIES	FEB ANALYSIS-SPECIAL PROJECT	45.00
RMB ENVIRONMENTAL LABORATORIES	FEB 2ND HALF BACTERIA MONITOR	125.00
REVTRAK INC	JANUARY 2022 CR CD FEES	2,369.06
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	161.03
VERIZON WIRELESS	MARCH CELL PHONE EXPENSE	89.18
	F U N D T O T A L	664,597.42

Storm Water

CAPITAL IMPROVEMENT FUND	P.I. 5955 (612-17900-000)	71,868.38
CAPITAL IMPROVEMENT FUND	P.I. 5956 (612-17900-000)	17,070.14
CAPITAL IMPROVEMENT FUND	P.I. 7765 (612-17900-000)	90.78
CAPITAL IMPROVEMENT FUND	P.I. 7766 (612-17900-000)	42,491.46
CAPITAL IMPROVEMENT FUND	P.I. 7767 (612-17900-000)	1,082.79

Storm Water

EQUIPMENT FUND	MARCH EQUIPMENT RENT	10,908.75
FASTENAL COMPANY	FEB STORM SAFETY VENDING	15.19
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	22,435.33
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	97.44
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	35.01
	F U N D T O T A L	166,095.27

Equipment

AMERICAN WELDING & GAS, INC	FEB ARGON FAB SHOP (BRENT)	223.78
AMERICAN WELDING & GAS, INC	FEB FORKLIFT PROPANE CYLINDERS	149.40
AMERICAN WELDING & GAS, INC	FEB NOZZLE/BATTERY FAB SHOP	38.71
AMERICAN WELDING & GAS, INC	FEB TRIGGER SWITCH ON WELDER	49.00
AMERICAN WELDING & GAS, INC	FEB 33 LB PROPANE TANK	45.52
AUTO VALUE - FERGUS FALLS	FEB AIR FILTER UNIT 16	11.75
AUTO VALUE - FERGUS FALLS	FEB AIR FILTER UNIT 275	38.22
AUTO VALUE - FERGUS FALLS	FEB AIR FILTERS UNIT 285	57.13
AUTO VALUE - FERGUS FALLS	FEB BEARING CUPS UNIT 201	29.97
AUTO VALUE - FERGUS FALLS	FEB BEARING RACE UNIT 201	9.99
AUTO VALUE - FERGUS FALLS	FEB BELT FILTER WRENCH (SHOP)	13.99
AUTO VALUE - FERGUS FALLS	FEB BODY REPAIR MATERIALS SHOP	44.37
AUTO VALUE - FERGUS FALLS	FEB BRAKE PAD RETURN CREDIT	124.00-
AUTO VALUE - FERGUS FALLS	FEB CAMSHAFT POS SENSOR U-2081	33.69
AUTO VALUE - FERGUS FALLS	FEB CASTER WHEEL BEARING U-201	107.96
AUTO VALUE - FERGUS FALLS	FEB CASTER WHEEL BEARINGS U201	83.96
AUTO VALUE - FERGUS FALLS	FEB CASTER WHEEL SEAL U-201	59.96
AUTO VALUE - FERGUS FALLS	FEB CREDIT FUEL FILTER	10.70-
AUTO VALUE - FERGUS FALLS	FEB CR2032 BATTERIES (SHOP)	7.98
AUTO VALUE - FERGUS FALLS	FEB DEF FLUID 2.5 GAL JUGS	29.98
AUTO VALUE - FERGUS FALLS	FEB FILTER RETURN CREDIT	16.30-
AUTO VALUE - FERGUS FALLS	FEB FRONT/REAR BRAKES U-2089	583.94
AUTO VALUE - FERGUS FALLS	FEB FUEL FILTER UNIT 265	10.20
AUTO VALUE - FERGUS FALLS	FEB FUEL FILTER UNIT 299	62.43
AUTO VALUE - FERGUS FALLS	FEB FUEL FILTERS	27.00
AUTO VALUE - FERGUS FALLS	FEB FUEL PUMP RELAY UNIT 76	52.99
AUTO VALUE - FERGUS FALLS	FEB FUEL/AIR FILTERS UNIT 270	109.01
AUTO VALUE - FERGUS FALLS	FEB HEATER HOSE UNIT 280	3.57
AUTO VALUE - FERGUS FALLS	FEB HYD FITTINGS UNIT 294	33.18
AUTO VALUE - FERGUS FALLS	FEB LED UTILITY LIGHT U-226	9.99

Equipment

AUTO VALUE - FERGUS FALLS	FEB LIMITED SLIP ADD (SHOP)	19.98
AUTO VALUE - FERGUS FALLS	FEB LIMITED SLIP ADDITIVE	9.99
AUTO VALUE - FERGUS FALLS	FEB PARTS STOCK ORDER	290.85
AUTO VALUE - FERGUS FALLS	FEB PERMATEX THE RIGHT STUFF	45.98
AUTO VALUE - FERGUS FALLS	FEB RETURN UNUSED BRAKE PADS	55.99-
AUTO VALUE - FERGUS FALLS	FEB STOCK FILTER ORDER FOR PAR	264.78
AUTO VALUE - FERGUS FALLS	FEB STOCK FUEL FILTER	13.35
AUTO VALUE - FERGUS FALLS	FEB STOCK FUEL FILTER/HYD FITT	72.33
AUTO VALUE - FERGUS FALLS	FEB STOCK HYD FITTINGS	84.14
AUTO VALUE - FERGUS FALLS	FEB STOCK PARK AND REC FILTERS	85.97
AUTO VALUE - FERGUS FALLS	FEB STOCK PARTS ORDER	495.53
AUTO VALUE - FERGUS FALLS	FEB STOCK WIPER BLADE/OIL FILT	12.41
AUTO VALUE - FERGUS FALLS	FEB TIRE PRESS GAUGE 20-120#	10.99
AUTO VALUE - FERGUS FALLS	FEB 16.5" BRAKE DRUMS (STOCK)	457.98
AUTO VALUE - FERGUS FALLS	FEB 22" WIPER BLADE (STOCK)	8.99
CERTIFIED LABORATORIES	FEB FREE AEROSOL/RED #1 GREASE	525.00
CERTIFIED LABORATORIES	FEB TEL-X PLUS AEROSOL (SHOP)	209.00
COOPERS TECHNOLOGY GROUP	FEB PAGE FLAGS, BROWN ENVELOPES	5.47
COOPERS TECHNOLOGY GROUP	FEBRUARY TITANIUM SCISSORS	3.82
COSSETTE ELECTRIC LLC	FEB REMOVED/CAPPED BROKEN RECE	46.22
CRYTEEL TRUCK EQUIPMENT INC	FEB AUGER HYD MOTOR UNIT 207	955.96
EQUIPMENT FUND	MARCH EQUIPMENT RENT	1,089.27
EQUIPMENT FUND	RECEIPT MARCH EQUIPMENT RENT	180,837.67-
EZ OPEN GARAGE DOOR	FEB REPAIR WEST OVERHEAD DOOR	125.00
JOHN DEERE FINANCIAL	FEB DEF FLUID (SHOP)	110.00
JOHN DEERE FINANCIAL	FEB DRAIN PLUG/KNOB/WASHER 944	31.85
JOHN DEERE FINANCIAL	FEB FUEL FILTER UNIT 299	84.77
JOHN DEERE FINANCIAL	FEB FUEL FILTERS (STK)	59.29
JOHN DEERE FINANCIAL	FEB GRAPHITE SPRAY/CREDIT ON	709.41-
JOHN DEERE FINANCIAL	FEB HYD HOSE UNIT 285	629.74
JOHN DEERE FINANCIAL	FEB SEALS/GASKETS UNIT 955	80.52
JOHN DEERE FINANCIAL	FEB STOCK HYD FILTERS	199.66
JOHN DEERE FINANCIAL	FEB STOCK HYD O-RINGS (SHOP)	209.94
JOHN DEERE FINANCIAL	FEB THERMOSTAT UNIT 280	807.93
JOHN DEERE FINANCIAL	LEFT SKID SHOE UNIT 933	99.14
FASTENAL COMPANY	FEB FLEET SAFETY VENDING	15.19
FASTENAL COMPANY	FEB SHOP SUPPLY VENDING	105.51
GENERAL FUND	1ST QTR 2022 FIXED EXPENDITURE	34,168.74
GOIN' POSTAL FERGUS FALLS	FEB SEND DISPLAY OUT FOR REPAI	13.32
GRANITE ELECTRONICS	FEB PORTABLE RADIO BATTERIES	366.00
GRANITE ELECTRONICS	FEB PORTABLE RADIO CHARGER	330.75
GROWMARK INC	FEB OIL 15W40, ISO52, 5W-40	1,006.18
H & L MESABI COMPANY INC	FEB JOMA CUTTING EDGE/CLAMP BA	517.00

Equipment

INTERSTATE BATTERY SYSTEM	FEB GROUP 34 BATTERY	65.98
LAKEWAY EXPRESS LLC	FEB NON OXYGENATED GAS (JASON)	85.86
LITTLE FALLS MACHINE INC.	FEB CYL SEAL KIT UNIT 294	202.06
LOCATORS & SUPPLIES INC	FEB ORANGE NITRILE GLOVES	29.99
MTI DISTRIBUTING INC	FEB ERSKINE SKID SHOE (STOCK)	219.54
MARCO TECHNOLOGIES LLC	01/27-02/27/22 COPIER RENT	118.74
MINNESOTA MOTOR COMPANY	FEB TRIP SPRING BOSS PLOW U-80	30.97
OLSON OIL COMPANY INC	FEB UNLEADED FUEL CITY SHOP	24,016.15
O'REILLY AUTOMOTIVE INC	FEB HEADLIGHT BULBS (STK)	16.36
OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	2,442.11
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	57.86
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	57.83
PRODUCTIVITY PLUS ACCOUNT	FEB DRIVESHAFT/COUPLER U-284	2,817.79
PUBLIC UTILITIES DEPARTMENT	FEBRUARY PUBLIC UTILITIES	638.55
ROYAL TIRE INC	FEB BD BDM TIRE 11R22.5 U-227	301.60
ROYAL TIRE INC	FEB BD BRM 11R22.5 TIRE	299.46
ROYAL TIRE INC	FEB MICH XSNOPLUS TS GS TIRE	1,764.00
ROYAL TIRE INC	FEB MICH XSNOPLUS TS 17.5R25	1,770.00
ROYAL TIRE INC	FEB RECON WHEEL 17.5-25	226.60
SUMMIT COMPANIES	FEBRUARY SPRINKLER SYSTEM INSP	250.00
VERIZON WIRELESS	FEBRUARY CELL PHONE EXPENSE	82.44
WALLWORK TRUCK CENTER F.F.	FEB CARRIER BEARING/STRAP U275	93.04
WALLWORK TRUCK CENTER F.F.	FEB CHECK VALVE UNIT 225	86.40
WALLWORK TRUCK CENTER F.F.	FEB SECONDARY AIR GAUGE U-240	266.68
WALLWORK TRUCK CENTER F.F.	FEB STOCK FILTER ORDER	660.76
WALLWORK TRUCK CENTER F.F.	FEB TENSIONER UNIT 498	126.72
WALLWORK TRUCK CENTER F.F.	JAN BRAKE SHOE CORE CREDIT	72.80-
WALLWORK TRUCK CENTER F.F.	JAN CREDIT FUEL STRAP RETURNED	454.99-
WALLWORK TRUCK CENTER F.F.	JAN RADIATOR RETURN CREDIT	434.70-
WALLWORK TRUCK CENTER F.F.	MAR STOCK DETROIT FILTERS	93.60
ZIEGLER INC.	FEB CREDIT MEMO OIL SAMPLES	174.00-
ZIEGLER INC.	FEB OIL SAMPLE KITS (SHOP)	849.00
	F U N D T O T A L	99,624.26-

Employees Insurance

ADMINISTRATOR'S CONTINGENCY FD	REFUND/OVERPAY MARCH HEALTH	50.32
LAKES COUNTRY SVC COOP	MARCH 22 HEALTH INSURANCE	162,777.54
SUN LIFE FINANCIAL	MARCH LIFE INSURANCE	3,150.26

Employees Insurance

F U N D T O T A L	165,978.12
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Flexible Benefit Agency

MII LIFE INCORPORATED	2022 FLEX PLAN REIMB	1,528.79
	F U N D T O T A L	1,528.79

PEG Access

OTTER TAIL POWER COMPANY	FEBRUARY ELECTRICITY EXPENSE	107.83
	F U N D T O T A L	107.83

Fergus Falls Convention and Visitor's Bureau, Inc.

BCBS OF MINNESOTA	MARCH HEALTH INSURANCE	1,415.73
FERGUS FALLS NOON KIWANIS	1ST QTR DUES/BOWMAN	40.00
FERGUS FALLS NOON KIWANIS	1ST QTR MEALS/BOWMAN	93.00
GENERAL FUND	FEBRUARY COPIER USE	22.92
GENERAL FUND	FEBRUARY POSTAGE USE	254.36
MILES PARTNERSHIP LLLP	EMT DIGITAL GUIDE & BANNERS	1,200.00
OTTER TAIL TELCOM	FEB. TELEPHONE LINES	19.29
OTTER TAIL TELCOM	MAR. TELEPHONE LINES	19.28
PINE TO PRAIRIE BIRD TRAIL	2022 PARTNERSHIP	1,000.00
S&G DISTRIBUTING	DELIVER 2022 GUIDES-24 SITES	408.00
TWIN CITIES BICYCLING CLUB	2022 TITANIUM SPONSOR	800.00
	F U N D T O T A L	5,272.58

T O T A L A L L F U N D S	1,289,010.85
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3/07/2022

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

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 07 DAY OF MARCH 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

3/07/2022

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

4M FUND	61.70
MN DEPARTMENT OF HEALTH	12,162.00
OTTER TAIL COUNTY	117.00
OTTER TAIL COUNTY TREASURER	5,636.14
A-1 LOCK & KEY LLC	383.75
ARC DOCUMENT SOLUTIONS LLC	207.68
ADMINISTRATOR'S CONTINGENCY FD	762.78
THE AMERICAN BOTTLING COMPANY	344.48
AMERICAN LEGAL PUBLISHING CORP	495.00
AMERICAN PAYMENT CENTERS	93.00
AMERICAN WELDING & GAS, INC	506.41
SEAN ANDERSON	428.64
APPRIZE TECHNOLOGY SOLUTIONS	482.60
ARCTIC GLACIER USA INC	85.90
ARTISAN BEER COMPANY	2,990.95
AUTO VALUE - FERGUS FALLS	3,087.54
AVESIS THIRD PARTY ADMIN INC	18.42
BEVERAGE WHOLESALERS INC	66,293.08
BEYER BODY SHOP, INC.	900.00
BJORN'S HEATING & AIR COND INC	4,072.75
BCBS OF MINNESOTA	1,415.73
BREAKTHRU BEVERAGE MINNESOTA	15,233.29
JOEL CARLSON INC.	4,570.00
CAYAN	160.74
CERTIFIED LABORATORIES	734.00
CHARTER COMMUNICATIONS	261.05
VIKING COCA-COLA BOTTLING CO	730.08
COLE PAPERS, INC.	307.96
COMSTOCK CONSTRUCTION INC	44,756.28
COOPERS TECHNOLOGY GROUP	152.62
COPPER TRAIL BREWING CO	190.28
COSSETTE ELECTRIC LLC	636.60
CRYTEEL TRUCK EQUIPMENT INC	955.96
D-S BEVERAGES, INC.	30,583.76
DACOTAH PAPER CO	1,515.10
WASTE MANAGEMENT	501.19
DELUXE BUSINESS FORMS & SUP	240.41
DISGRUNTLED BREWERY LLC	456.00
EZ OPEN GARAGE DOOR	125.00
JOHN DEERE FINANCIAL	1,603.43
FASTENAL COMPANY	211.84
FERGUS FALLS NOON KIWANIS	133.00
FERGUS FALLS SUMMERFEST INC	3,500.00
FERGUSON WATERWORKS #2516	7,996.39
GALLS LLC	3,112.82
W.W. GOETSCH ASSOC., INC.	58.18
GOIN' POSTAL FERGUS FALLS	135.28

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GOODIN COMPANY	1,908.60
GRAND FORKS FIRE EQUIPMENT LLC	506.12
GRANICUS LLC	787.50
GRANITE ELECTRONICS	2,474.96
GRAYMONT (WI) LLC.	5,456.49
GREAT PLAINS NATURAL GAS CO	11,420.07
GROWMARK INC	1,006.18
GUARDIAN	3,848.08
H & L MESABI COMPANY INC	517.00
HAWKINS INC	7,958.94
HEPPNER CONSULTING, INC.	1,456.00
HOME DEPOT CREDIT SERVICES	259.89
HOUSTON ENGINEERING INC	10,444.50
INNOVATIVE OFFICE SOLUTIONS	131.03
INTERNATIONAL BUSINESS MACHINE	10,215.60
INTERSTATE BATTERY SYSTEM	65.98
JOHNSON BROTHERS LIQUOR CO	47,184.04
LHR HOSPITALITY MANAGEMENT	411.99
LAKES COUNTRY SVC COOP	162,777.54
LAKEWAY EXPRESS LLC	85.86
LEAGUE OF MN CITIES	595.00
DANIEL F E LIPSON	175.00
LITTLE FALLS MACHINE INC.	202.06
LOCATORS & SUPPLIES INC	188.96
VICTOR LUNDEEN COMPANY	2,205.60
MII LIFE INCORPORATED	1,757.92
MTI DISTRIBUTING INC	219.54
MARCO TECHNOLOGIES LLC	1,470.42
MAVERICK WINE LLC	1,269.02
METRO SALES, INC	244.51
MIDWEST PRINTING COMPANY	40.00
MILES PARTNERSHIP LLLP	1,200.00
MINNESOTA MOTOR COMPANY	30.97
MN STATE COMMUNITY & TECH COLL	500.00
MOTION INDUSTRIES INC	50.42
RYAN MUCHOW	30.00
STEFAN NELSON	115.00
NEO ELECTRICAL SOLUTIONS LLC	3,275.00
NOVA FIRE PROTECTION, LLC	135.00
NYCKLEMOE & ELLIG, P.A.	7,545.25
OCECO INC	7,111.12
OFFICE OF MNIT SERVICES	274.48
OLSON OIL COMPANY INC	24,016.15
TRAVIS OLSON	240.20
O'REILLY AUTOMOTIVE INC	16.36
OTTER TAIL COUNTY FIRE	50.00
OTTER TAIL POWER COMPANY	57,994.93

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

OTTER TAIL TELCOM	5,808.61
OUTSTATE BREWING COMPANY	1,615.00
PAUSTIS WINE COMPANY	2,946.75
PEPSI BEVERAGE COMPANY	478.07
PERHAM PRINTING & OFFICE SUP	45.06
PHILLIPS WINE AND SPIRITS CO	37,456.90
PINE TO PRAIRIE BIRD TRAIL	1,000.00
PITNEY BOWES CREDIT CORP	705.00
POLICE DEPT CONTINGENCY FUND	562.00
PREMIER CARBIDE SAW & TOOL INC	177.64
PRODUCTIVITY PLUS ACCOUNT	2,817.79
PUBLIC UTILITIES DEPARTMENT	7,889.35
RMB ENVIRONMENTAL LABORATORIES	1,230.00
REVTRAK INC	7,107.20
ROYAL TIRE INC	4,361.66
S&G DISTRIBUTING	408.00
SHI INTERNATIONAL CORP	8,923.00
SIGNWORKS SIGNS & BANNERS INC	377.56
SMALL LOT WINE	4,986.60
THE SMOKE-EATER PUBLICATIONS	20.00
SOUTHERN GLAZER'S OF MN	9,288.79
SPEE DEE DELIVERY SERVICE INC	137.71
FRANKLIN STOCK	125.00
SUMMIT COMPANIES	282.50
SUN LIFE FINANCIAL	3,150.26
TAFT STETTINIUS HOLLISTER LLP	2,000.00
TORKE COFFEE ROASTING COMPANY	133.09
TWIN CITIES BICYCLING CLUB	800.00
UGSTAD PLUMBING, INC.	2,357.31
USABLE LIFE	79.20
US BANK EQUIPMENT FINANCE	551.70
VERIZON WIRELESS	2,547.42
WALLWORK TRUCK CENTER F.F.	364.71
WELLS FARGO - INVESTMENTS	563,709.51
WELLS FARGO BANK MINNESOTA NA	14,616.37
TOTAL OTHER GOVERNMENT	17,976.84
TOTAL OTHER VENDORS	1,271,034.01
TOTAL ALL VENDORS	1,289,010.85

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



Council Action Recommendation

Page 1 of 1

Meeting Date: March 7, 2022

Subject: 2021 City Cash and Investment Update

Recommendation: N/A – Update

Background/Key Points:

The City of Fergus Falls maintains liquid cash and investment balances with the Minnesota Municipal Money Market Fund (4M Fund). The 4M Fund is regulated by Minnesota Statutes and the League of Minnesota Cities Board of Directors. The 4M Fund is linked with US Bank for banking services. The balance of the 4M Fund was \$12.4 million as of December 31, 2021. The City is holding a higher balance than would normally be the case due to the current interest rate environment.

The City also invests long-term funds managed by Galliard Capital Management. The portfolio had a value of \$30.6 million as of December 31, 2021. Galliard charges the City a low fee of .2% (20 basis points) on the first \$25 million and .15% (15 basis points) for value over \$25 million to manage the portfolio.

Portfolio returns include interest earned as well as increases and decreases in the fair value of the investments. The portfolio earned a negative (.87%) return before fees and (1.06%) after fees for the year ended December 31, 2021. Over the past ten years, the portfolio has earned a positive return of 2.3%. The City earned 5.6% and 5.4% for 2020 and 2019 respectively (the two years included large increases in the fair value of the investments, which totaled \$1,550,000). During 2021, the City experienced a decrease of (\$922,000) in the fair value of the investments.

The attached report lists the cash and investments of the City, allocated by fund. I have included notes indicating the intended uses and restrictions for the funds.

Budgetary Impact:

N/A

Originating Departments: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments: Annual Report Summary – Advanced Capital Group, Cash & Investment Balances 12-31-21 (by fund)

City of Fergus Falls

Investment Securities Fund Annual Report Summary

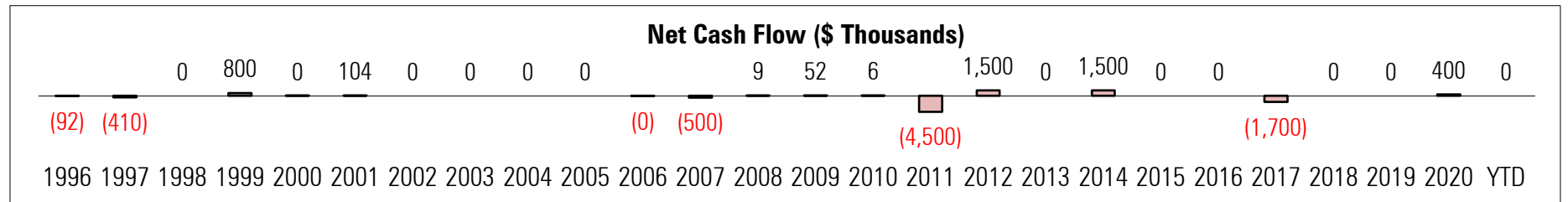
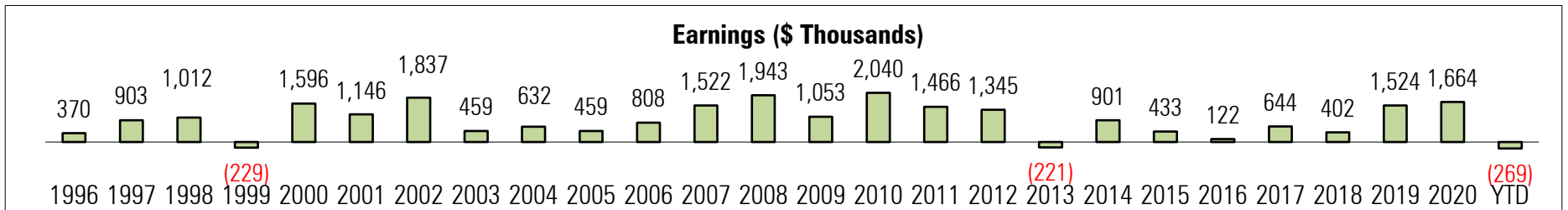
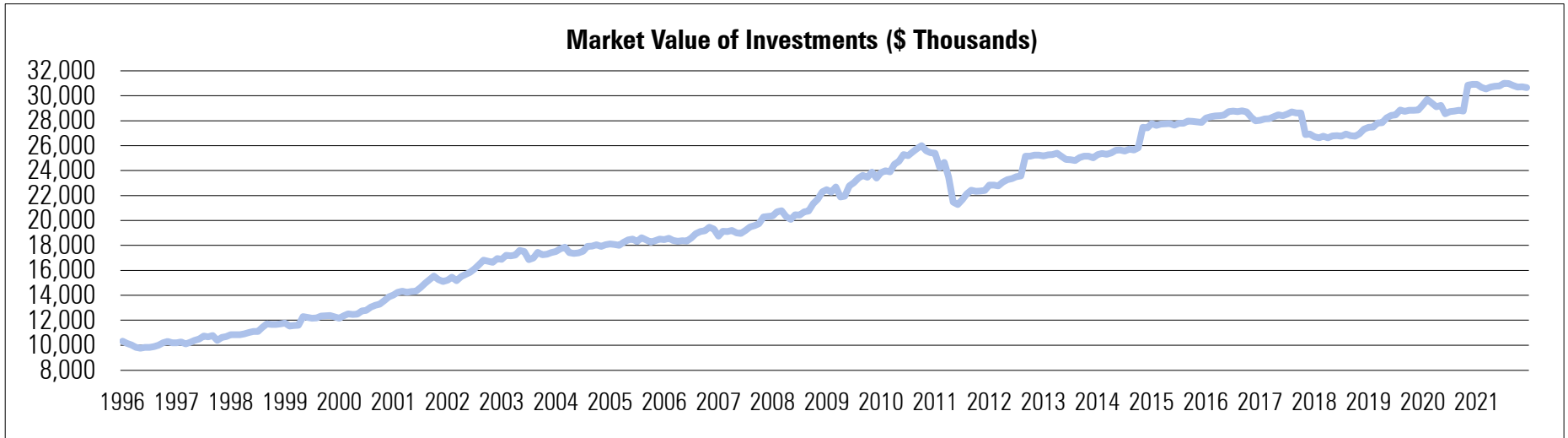
December 31, 2021



Michael Hoeschen
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Minneapolis, MN 55402
Direct: 612-230-6951 Toll free: 866-225-5224
Email: mhoeschen@acgbiz.com
www.acgbiz.com

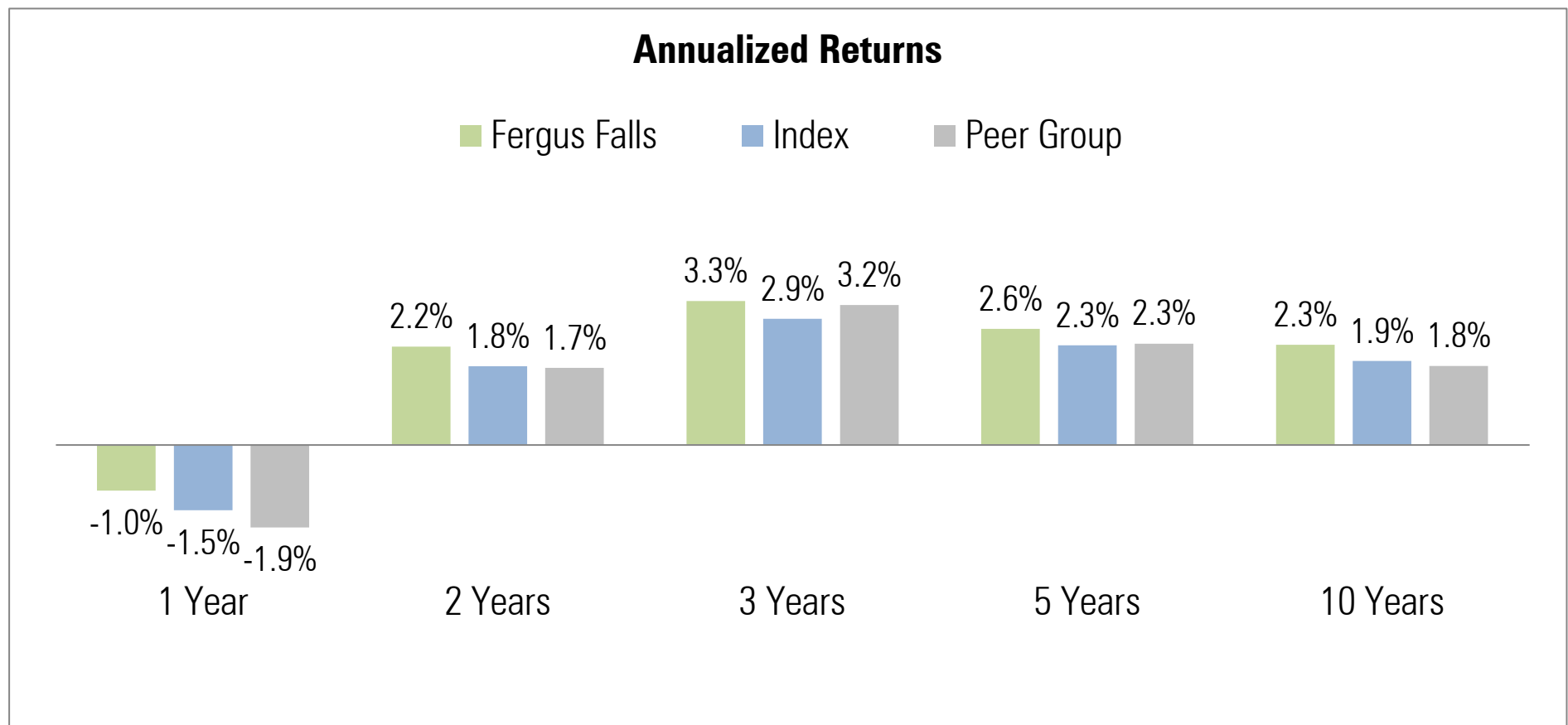
Fergus Falls Investment Securities Fund

The Fund represents financial assets of the City held for long-term purposes and restricted assets.



Total Investment Return as of 12/31/2021

Investment Objective: The Portfolio shall seek to maintain the original principal value of any contributions made to the Portfolio, while earning a market rate of interest.



Governance - Investment Policy Statement

- Describes how the fund should be invested
- Only invested in the categories authorized by Minnesota Statute (US Treasury and Agency Bonds, Municipal Bonds)
- Provides guidelines for manager selection and evaluation
- Defines the responsibilities of various parties

City Council:

Approve and adopt the investment policy and
Annually review performance and compliance

Investment Committee:

Recommend policy changes and implement the policy
Hiring and monitoring investment managers and consultant

Investment Consultant:

Strategic planning
Evaluating the investment manager

Investment Manager:

Invest the fund assets according to the investment policy

Investment Policy Compliance

Permitted Securities	Pass	Assets shall be invested in the categories authorized by Minnesota Statute 118A.04.
Asset Allocation	Pass	The mix of assets should be generally invested within the policy minimum and maximum percentages.
Portfolio Guidelines	Pass	Municipal securities must meet the credit quality standards of 118A.04. Maximum effective maturity of any security must not exceed 30 years. Maximum average duration should be within 1 year of the policy index. Single issuer exposure is limited to 10%, except U.S Government securities. CMOs must conform to the FFIEC High Risk Security Test.
Performance Evaluation	Pass	The portfolio is expected to produce a return similar to the benchmark over a full market cycle. The volatility of the portfolio should be similar to or lower than the policy benchmark.
Volatility	Pass	Volatility of the portfolio should be similar to or lower than the policy index.

CASH & INVESTMENT BALANCES
December 31, 2021

FUND	DESCRIPTION	12/31/2021 BALANCE	COMMENTS
100	GENERAL FUND		
101	General	\$9,254,047.72	\$13.4M Budget, Capital Funds also accumulated
200	SPECIAL REVENUE FUNDS		
201	Charter Commission	221.56	Operating Funds
202	Port Authority General	926,060.44	Includes CBHH Facility \$517,000
205	American Rescue Plan Act	539,255.64	Federal Treasury Guidance
207	RTC - City Operated	29,065.67	RTC Holding Costs
221	P.A. T.I. #I-12/River Heights Estates	50,315.99	Restricted - TIF Plan (Housing District)
222	Public Library	561,794.85	Operating Funds - \$954,343 budget
223	Bigwood Event Center	249,808.05	Capital Replacements
224	Ice Arena	1,123,360.64	Arena capital funds - Chiller Purchase
225	Tax Abatement	133,979.42	Restricted - Tax Abatement Purposes
226	T.I. #IV-10/CDS Development, LLC	15,394.68	Restricted - TIF Plan
227	T.I. #IV-11 Unique Opportunities, LLC	21,806.60	Restricted - TIF Plan
229	Tax Abatement - Platte Properties	5,866.65	Restricted - Tax Abatement Plan
230	T.I. #IV-12 Aura Fabricators	57,213.52	Restricted - TIF Plan
232	Tax Abatement - Fergus Care Center LLC	17,198.30	Restricted - Tax Abatement Plan
233	T.I. 4-13 River's Edge Investments LLC	163.77	Restricted - TIF Plan
234	Tax Abatement - Platte Properties II	97.13	Restricted - Tax Abatement Plan
235	Tax Abatement - Northstar Behavioral Health LLC	21,478.58	Restricted - Tax Abatement Plan
236	T.I. 4-14 Prairie View Development	16,279.16	Restricted - TIF Plan
237	T.I. 4-15 Fergus Falls Flour Mill	18,845.95	Restricted - TIF Plan
239	Dental Specialists of Fergus Falls	8,958.67	Restricted - Tax Abatement Plan
248	T.I. #IV-8/Eisenhower Property	296.58	Restricted - TIF Plan
249	T.I. #IV-9/Lutheran Brethren Homes Inc.	4,404.13	Restricted - TIF Plan
250	T.I.#IV-7/Kaddatz Hotel	3,068.30	Restricted - TIF Plan
255	MIF/Small Cities Grant	643,916.95	MN DEED Guidelines
257	IRP Revolving Loan	457,194.10	USDA Guidelines
259	Small Cities Development Program	355.88	HRA Administered Grant
264	CDBG/HUD Revolving Loan	965,581.96	Downtown Loan Program
281	T.I. #VIII-1	8,326.95	Restricted - TIF Plan
295	Park Improvements	563.34	Donor Restricted
296	Lake Alice	20,171.13	Donor Restricted

CASH & INVESTMENT BALANCES
December 31, 2021

FUND	DESCRIPTION	12/31/2021 BALANCE	COMMENTS
300	DEBT SERVICE FUNDS		
307	P.I.R. Bond & Interest 2007	1,058.82	Restricted for Bond Pmts
309	P.I.R. Bond & Interest 2009	692.79	Restricted for Bond Pmts
312	P.I.R. Bond & Interest 2012	1,214.20	Restricted for Bond Pmts
319	P.I.R. Bond & Interest 2019B	1,175.22	Restricted for Bond Pmts
331	Capital Imp Bond & Interest 2010A	2,559.53	Restricted for Bond Pmts
333	Capital Imp Bond & Interest 2012C	47,639.10	Restricted for Bond Pmts
334	G.O. Sales Tax Revenue Bonds, Series 2017	755,618.32	Restricted for Bond Pmts
335	Port Authority Bonds, Series 2019A	42,603.69	Restricted for Bond Pmts
336	G.O. Equipment Certificates, Series 2020	1,765.01	Restricted for Bond Pmts
340	G.O. Port Authority Bonds, Series 2021A	986.92	Restricted for Bond Pmts
400	CAPITAL PROJECTS FUNDS		
403	Capital Improvement	(3,946,378.81)	Reimbursed from Federal, State, & Other City Funds
407	PIR Project 2007B	100,171.56	Restricted for Bond Pmts
409	PIR Project 2009	166,498.77	Restricted for Bond Pmts
412	PIR Project 2012B	92,916.17	Restricted for Bond Pmts
419	PIR Project 2019	175,012.29	Restricted for Bond Pmts
456	Airport Capital Improvement	(195,868.86)	Reimbursed from Federal & State Funds
499	PIR Projects	1,012,124.27	Restricted for Bond Pmts or PIR Projects
600	ENTERPRISE FUNDS		
608	Liquor Store	1,225,178.87	Operations and Capital Replacement
609	Refuse Disposal	1,527,432.41	Operations and Capital Replacement
610	Sewage Treatment	11,052,294.26	Operations and Capital Replacement
611	Water	6,670,359.42	Operations and Capital Replacement
612	Storm Water	2,011,981.48	Operations and Capital Replacement
700	INTERNAL SERVICE FUNDS		
704	Equipment	2,199,189.11	Operations and Cap. Replacement
749	Employee Insurance	8,501.94	Health Ins. Payments

CASH & INVESTMENT BALANCES
December 31, 2021

FUND	DESCRIPTION	12/31/2021 BALANCE	COMMENTS
800	TRUST AND AGENCY FUNDS		
812	Tri-Centennial Expendable Trust	9,113.75	Donor Restricted
817	Golf Course Expendable Trust	664.09	Donor Restricted
818	Fire Department Expendable Trust	50,472.34	Fire Dept. Use
820	Small Gift Expendable Library Trust	2,753.81	Donor Restricted
821	Dell Trust Expendable Library Trust	2,193.46	Donor Restricted
822	Mary T Boe Expendable Library Trust	6,658.20	Donor Restricted
825	Skateboard Facility Expendable Trust	3,405.10	Donor Restricted
828	FF Public Library Building Project	764,561.77	Donor Restricted - Building Project
829	E & G Noyes Park	439.59	Donor Restricted
840	John B Renny Library Trust	1,782.81	Donor Restricted
841	George Oakes Welch Library Trust	2,721.56	Donor Restricted
842	Phebe Lyon Welch Library Trust	3,543.45	Donor Restricted
843	Wheelock Memorial Library Trust	4,266.10	Donor Restricted
844	Hilma L Lundeen Memorial Library Trust	3,977.03	Donor Restricted
845	Marguerite R Patterson Library Trust	31,346.44	Donor Restricted
848	Sister Cities Expendable Trust	203.05	Sister Cities Operations
849	Insurance Escrow Trust	16,976.36	Property Owner Funds Held in Trust (Fires)
875	Flexible Benefit Agency	22,769.20	Employee Funds - 457 Plan
878	Landfill Escrow Agency	3,041,388.00	State Authority Required - Old Landfill
879	Contingency Reserve Agency	87,387.97	LMCIT Insurance Dividends
900	FISCAL HOST FUNDS		
913	PEG Access	243,298.86	Fiscal Host Organization
915	Business Development for Fergus Falls	17,563.13	Fiscal Host Organization
916	Fergus Falls Convention & Visitor's Bureau Inc.	110,069.22	Fiscal Host Organization
917	Business Development for Fergus Falls Loan Fund	378,328.88	Fiscal Host Organization
	TOTAL ALL FUNDS	\$42,915,702.96	