



**City Council Agenda**  
**August 7, 2023**  
**5:30 pm in the City Council Chambers**

Invocation –Tim Molter, Calvary Chapel  
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
- E. Awarding of Bids
- F. Petitions, Communications and Open Forum
- G. Consent Agenda
  - 1. Motion approving the minutes from the July 17, 2023 City Council meeting and the August 2, 2023 Council work session
  - 2. Motion approving licenses
  - 3. Motion appointing Jim Fish to the Visit Fergus Falls board
- H. Ordinance and Resolutions
  - 1. Resolution declaring Unit #240 as surplus equipment and approving its trade-in and authorizing the purchase of a new roll-off truck
  - 2. Resolution authorizing staff to enter into agreements with the State Historic Preservation Office and Pigeon Consulting to execute a \$10,000 grant for a historic district eligibility study
- I. Presentation of Claims \$2,264,250.85
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
  - 1. Meadow Hill Lane parcel
- L. Old Business/Unfinished Business
- M. New Business
- N. Miscellaneous Announcements
  - August 14 5:15 pm Planning Commission meeting
  - August 16 7:00 am Committee of the Whole meeting
  - August 21 5:30 pm City Council meeting

- O. Adjournment to closed meeting to discuss 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).

City Council Meeting  
July 17, 2023

The Fergus Falls City Council held a regular meeting on Monday July 17, 2023 at 5:30 pm in the City Council Chambers. Pastor Ali Haugerud gave the invocation and the Pledge of Allegiance was recited. Acting Mayor Scott Kvamme called the meeting to order at 5:32 pm and the following council members were in attendance: Job, Kvamme, Rufer, Kremer, Thompson, Rachels, Hicks and Fish. Mayor Schierer was absent.

**Approval of the Agenda**

A motion and second were made by Fish and Job to approve tonight's agenda with the amendment to hold the second reading of Ordinance 41 immediately following the public hearing and the motion carried. Hicks asked staff to develop a policy regarding proclamations as he felt items not related to non-city business should not be read at a council meeting.

**THC Moratorium Public Hearing**

The public hearing regarding an interim ordinance on the moratorium of operating a cannabis business was opened at 5:37 pm. Emily McCune asked the duration of the moratorium ordinance be amended to January 1, 2025 or until the state's Office of Cannabis Management is up and running. She feels the proposed date is arbitrary and would like to be ready to expand her business as soon as the state gives their blessing and asked for more clarification in the product's legal definitions. The hearing was closed. City Administrator Andrew Bremseth said the city needs time to prepare for these changes and is unable to proceed until the Office of Cannabis Management has been established, sharing guidance on best practices, licensing framework and enforcement. He clarified the moratorium will not have an adverse effect on the products that are now legal to sell and use.

**Ordinance 41, Eighth Series**

Ordinance 41, Eighth Series, An interim ordinance authorizing a study and imposing a moratorium on the operation of a cannabis business was adopted with a roll call vote.

**PI 5364, Mill and Overlay Project**

Bids for PI 5364, the 2023 mill and overlay project were opened and Mark Lee Asphalt & Paving submitted the low bid in the amount of \$253,442.50. Staff recommended the construction services contract is awarded along with authorization to add street segments to the base contract not to exceed 25% (\$63,360.60). Staff are proposing street crack-filling on the 2024 seal coat street candidates this fall and completing them in 2024 with a full seal coat surfacing. Rachels offered **Resolution #136-2023** awarding the construction services contract for PI 5364, the 2023 mill and overlay projects to Mark Lee Asphalt & Paving in the amount of \$253,442.50 and authorizing additional street segments to the base contract in an amount not to exceed 25%, which was seconded by Rufer and was adopted.

**Fire Fighters Badge Ceremony**

Adam Kramvik, Isaiah Gomez, Luke Schalekamp, Logan Schroeder, and Colby Palmersheim were sworn in as Fergus Falls fire fighters in their badge ceremony.

**Proclamation: Daily Journal's 150<sup>th</sup> Anniversary**

A proclamation was read declaring July 23-29 as a week of celebration of the Daily Journal Media and local rural journalism.

## **Consent Agenda**

The following items were approved under **Resolution #137-2023** by Thompson: Motion approving the minutes from the July 3, 2023, City Council meeting and the July 12, 2023, Committee of the Whole meeting. Motion approving the following licenses: Paving/Sidewalk Lee Property Care; Mechanical License The Crew Facility Maintenance; Food Truck Permit Stony Brook Donut Company, Don Pablo's Mexican Restaurant, Mother Goose & Beans, Papa K Rescue BBQ, Blowin' Smoke LLC; Minnesota Lawful Gambling Permit I-94 BMX Inc for raffles on September 12-16, 2023, at the I-94 Speedway. Motion appointing Aaliyah Helland to the Bicycle and Pedestrian Advisory Committee. **Resolution #138-2023** accepting a \$10,000 grant from First Children's Finance Community childcare grant program to provide funding to develop plans for a scalable cohort of physical childcare locations for pod-model childcare. **Resolution #139-2023** accepting a grant for cross country ski groomers. The resolution was seconded by Fish and was adopted.

## **Ordinance 40**

Ordinance 40, Eighth Series, Vacation of a portion of Oak Street was adopted by a roll call vote.

## **Ordinance 42**

Ordinance 42, Eighth Series, Amending the chicken ordinance to include quail as allowed poultry was adopted by a roll call vote.

## **Downtown Riverfront Bonds**

Doug Green from Baker Tilly reported the Port Authority took bids for bonds to be sold to finance the Downtown Riverfront project (Phase II). The Port approved the sale of the bonds at their meeting earlier tonight and the council must also consent to the sale for a principal of \$2,015,000 of bonds. The bonds were sold to Robert W. Baird & Co. Inc at a true interest cost of 3.5134%. Hicks offered **Resolution #140-2023** providing for the issuance and sale of \$2,015,000 General Obligation Bonds, Series 2023A and levying taxes for the payments thereof, which was seconded by Thompson and was adopted.

## **Capital Planning Services**

In conjunction with the city's strategic plan, staff have been looking at services to share information about public improvement projects, equipment purchases, financial planning and capital improvements in an interactive fashion with the public. A demonstration of the software and capabilities of the AE2S capital planning services was shared. The AE2S proposal is \$30,000 for the initial development and importing the current capital improvement plan. There would be a \$1,500 annual hosting fee and the city would have the ability to maintain the application. Funding would come from the city's enterprise funds, equipment internal service fund and Permanent Improvement Revolving Fund. Hicks and Kremeier commented the city should look at their comprehensive technology needs before moving forward on a stand-alone software that may not be compatible with the city's future needs. Rachels thought this would be a good tool as the public wants more communication from the city regarding projects but felt ensuring the compatibility of systems needs to be a priority. Job and Rufer agreed this is the right track to pursue the need to balance transparency and working with existing systems, but more research is needed. It was the consensus of the council to not move forward on this software at this time and asked staff to invite the Information Technology Manager to address the council about the city's technology needs at a future meeting.

## **PI 9767 Phase II**

Grant Kuper of Bolton & Menk presented an updated schedule and budget on the Downtown Riverfront Phase II project. Comstock Construction confirmed all work other than the top layer of bituminous pavement, permanent striping, splash pad operations and landscape plantings will be completed by October 20, 2023. By May 20, 2024, the splash pad will be filled, tested and operational, landscaping completed, and the top layer of pavement and striping completed. The final completion date is August 2, 2024. The total construction budget is \$4,011,221.46 which includes a 10% construction contingency. The change order is necessary as the Department of Health changed their code rules regarding the use of accepted materials between the submission of the application and the review process. ADA accessibility, additional safety features and more signage recognizing the generous donations funding the project are also included in the change order. Kremeier asked if the city is stuck with materials they cannot use, felt the error should not have happened, asked if additional options had been explored and suggested the funds needed for a change order could have been put towards street projects. Kuper assured the council the material has not yet been ordered and reviewed the additional safety features that will be incorporated into the project with changing the layout to include a second staircase accessing the water features. He answered questions about the materials and confirmed there is adequate funding for these four changes totaling \$71,994.11 within the construction contingency budget. Kvamme and Rufer commented on the city's inability to overturn the decision of the Department of Health, the purpose of the contingency funds and thanked staff and the engineers for their work. Fish offered **Resolution #141-2023** authorizing the execution of Change Order No. 2 for PI 9767, the Downtown Riverfront Project, Phase II, which was seconded by Rufer and was adopted on a 5-3 vote. Voting in favor were Kvamme, Rufer, Thompson, Rachels and Fish. Voting in opposition were Job, Kremeier and Hicks.

## **Downtown Riverfront Fundraising Update**

Tasha Rohlfs provided an update on the private fundraising efforts for the splashpad project. She and co-chair Peggy Underwood have been seeking \$1,000,000 in private funding to match the \$1 million donation from the Veden Trust. She spoke about the community's enthusiasm for the project and the benefits it will provide for young families. Since kicking off the fundraising efforts in January they have secured \$80,421, have strong commitments for an additional \$709,621 and an estimated \$80,000-\$122,000 is expected from several donors indicated they plan to give, but have not locked in their pledge yet. Fundraising efforts will go on through the end of the year and she complimented Mayor Schierer's efforts to secure donations and encouraged the council to continue their support for the project as their positive message makes their fundraising efforts more successful. Rohlfs was commended for her efforts to bring this project to fruition.

## **Resolution of Accounts**

Fish offered a resolution authorizing the payments and claims in the amount of \$2,269,368.17, which was seconded by Rufer and was adopted.

The council adjourned to closed meeting at 6:44 pm to discuss threatened litigation per Minnesota Statutes Section 13D.05, subd 9(b)

*Lynne Olson*

City Council Work Session  
August 2, 2023

The Fergus Falls City Council held a work session on August 2, 2023, at 7:00 am in the City Council Chambers to discuss streets, funding, and the Capital Improvement Plan. Mayor Schierer called the meeting to order, and the following council members were in attendance: Job, Kvamme, Rufer, Kremeier, Thompson, Rachels, Hicks and Fish.

**Municipal State Aid System Funding**

City Engineer Brian Yavarow provided background on the city's Municipal State Aid System (MSAS). The designated MSAS street routes have the greatest annual average daily traffic counts. 20% of the city's local mileage can be a part of this system as well as trunk highways that have been turned back to the city. 75% of the funds (construction) accrue in the state aid account for eligible projects while 25% of the funds (maintenance) are incorporated into the city's budget for local transportation construction/maintenance projects. Eligible items for MSAS funds include basic needs such as street improvements, curb, gutter, sidewalks, and the pavement condition index. The City of Fergus Falls has been allotted \$1,107,409 in MSAS funding in 2023 based on population and MSAS construction needs.

**Pavement Condition Index**

The City of Fergus Falls implemented the ICON Pavement Management System in 2006. The web-based software is managed by Good Pointe Technology. They have a specialized vehicle that travels the city's street network and records the condition of street surfaces. The data is collected, analyzed and given a Pavement Condition Index of 0 (failed) to 100 (excellent) scale. The city uses the technology as a decision-making tool to determine the most appropriate type of repair; preventative maintenance (seal coat), major rehabilitation (mill and overlay) and/or total reconstruction of the street segment. Yavarow spoke about the importance of preventative maintenance and the need to implement the right strategy at the right time to extend the life of a pavement cycle. The city targets streets in the fair category before they are too far deteriorated. In 2007 the city's PCI average was 73, it was 69 in 2012, 70 in 2015, 60 in 2018 and it is projected to be 69 in 2023, prior to this year's work being completed. While most people notice the street surface conditions, the city needs to include an analysis of the age and condition of the infrastructure below the street level when determining the extent of a street project.

With proper maintenance a street segment's life span is 50-60 years. Additional funding has been allocated to our seal coat and mill and overlay projects to try to keep up with preventative maintenance and prolong the life of a street segment. There is always a risk that even a new street surface can develop a problem. The road conditions in Fergus Falls are not unique due to the freeze/thaw cycles of our climate. The status of our lead service line inventory was requested. As of August 1, staff have completed an inventory of 480 homes with questionable water lines to comply with the new state guidelines regarding the replacement of lead service lines. Results of the inventory will soon be shared. Hicks said the PCI numbers appear to be improving but he did not feel the average resident would agree with that assessment. Rachels said the Tax Levy Committee is hearing the requests for improvements on the main city streets. Kvamme felt the scores may not accurately reflect the improved streets. Recently the city completed a large mill and overlay project in a residential area near the YMCA. Although many residents saw their streets directly impacted, it is not an area widely used by the community. He asked if the PCI formula could be weighted to more heavily traveled

streets. Thompson thought the PCI levels may be higher as some of the roadways were improved by the county and were given to the city in a street swap. Fish felt many roads are in good condition, but more emphasis is placed on the bad roadways. Rufer suggested residents be mindful of the number of streets within the city and understand the roadways they exclusively travel on may not be the highest priority. Kremeier agreed the city has been making improvements but felt it was imperative the city have a plan to address the many projects that need to be addressed yet. Yavarow agreed the PCI index is subjective and said it is as one of the tools the department uses to evaluate the street conditions.

### **Potential Projects/Capital Improvement Plan**

A map and handout of the potential street reconstruction projects the city is considering beyond the projects already initiated in 2023 and 2024 was shared.

Project Candidate A is Seventh Street: Second Avenue to Broadway; Maple: First Avenue to Broadway; First Avenue: Maple to Seventh Ave and Buse Street: Maple to Seventh. The projected cost is \$5,532,795.

Project Candidate B is Union Avenue: Gustavus to Alcott Avenue. The projected cost is \$5,972,660.

Project Candidate C is Douglas Avenue: Calvin Street to Union Avenue. The projected cost is \$1,648,350.

Project Candidate D is Sheridan Street: Channing Avenue to Alcott Avenue; Arlington: Channing Avenue to Alcott Avenue; and Bancroft Avenue: Sheridan to Arlington. The projected cost is \$3,030,300.

Project Candidate E is Washington Avenue: Sheridan to Junius Avenue; Junius: Burlington to Peck Street and Burlington Ave: Vernon to Junius Avenue. The projected cost is \$4,881,780.

Project Candidate F is Cleveland Avenue: Franklin to Fir Avenue. The projected cost is \$5,099,250.

The total of all six projects is estimated at \$26,165,135.00 for street reconstruction and utility work. No years for construction have been assigned and the estimates are derived from the historic project costs. The street funding may consist of special assessments, PIR bonds, state aid and/or a combination thereof. The city would continue to budget for annual mill and overlay and seal coats.

### **Funding Sources**

Finance Director Bill Sonmor reviewed the city's financing of street projects. \$452,920 was allocated this year in the General Fund for street improvements. This amount has been increasing steadily over the past few years. He explained the annual levy for the 2012 and 2019 Permanent Improvement Revolving (PIR) bonds and felt the city will likely issue another PIR bond next year to help finance some of this year's projects. He spoke about the utility costs for the larger reconstruction costs and how those estimates are plugged into the city's utility rate structure. The Tax Levy Committee has been working on balancing the right amount of funding to allocate to preventative maintenance projects vs street reconstruction projects, the debt service payments and suggested staff investigate franchise fees as an additional source of revenue for street projects. A franchise fee would be charged to electric and natural gas companies for the ability to operate within the city's right of way. The companies pass the cost onto the users and these funds would be applied into a dedicated funding source for street projects. When the council considered implementing franchise fees several years ago,

they estimated an additional \$1 million per year that could be devoted to street funding. Staff is working on getting updated numbers from the utility companies and suggested a cap be developed for major user groups and Rufer asked if public education facilities could also have a cap. City Administrator Andrew Bremseth spoke about the need for additional street funding and said franchise fees are being used in many cities within the state. Franchise fees would be paid by tax exempt properties, renters and others who do not pay property taxes ensuring equitable contributions towards street funding. If the council agrees with the recommendation to have staff proceed with gathering information, more work will be done with the anticipated goal of implementing a franchise fee on January 1, 2024.

Thompson asked if franchise fees would eliminate special assessments. If the city discontinued charging special assessments, they would be losing another funding source and not gaining on street funding. The city uses an appraisal process to ensure the street project benefits affected property owners. He also asked if some of the consultant costs for large projects can be eliminated by hiring more staff in the engineering department to evaluate projects internally. Yavarow said their staff maximizes what can be done internally and explained some projects require specialized consultants due to the complexity of projects. Kvamme asked staff for a simple accounting of how much a street project costs and the extent of work that can be done with that amount of funding to share with residents. Kremeier commented on the amount of money the city has spent on the downtown riverfront project, splash pad, DeLagoon projects and aquatics center and that it nearly equates to the amount of funding needed for the six proposed street reconstruction projects. He wants the city to get creative in seeking additional street funding asked if the street projects could piggyback onto any of these projects. Staff explained a sales tax cannot be used for street projects and the dedicated funding sources for the other projects. Fish reminded the council there is time to come up with the funding for these projects and the entire \$26 million is not needed immediately.

Mayor Schierer spoke about the significant investments the city has made to additional street funding, the Tax Levy Committee's commitment to increase the amount of funding and he encouraged the council to speak to any committee member about their ideas. The city's preliminary 2024 budget will be presented at the September 5 council meeting. Rufer was supportive of investing money into the city's streets but felt the city's recent projects also reflect an investment in the community that will provide an economic benefit. Hicks agreed the city will never get perfection in the street conditions, but it is necessary to continue investing in streets and the need to emphasize the city's commitment to providing good roadways. He asked the council to consider how much money they want to invest in the streets, determine what PCI number they feel is acceptable and develop measurable and achievable goals to maintain or exceed that score. He requested staff provide an analysis of the total linear feet of seat coats, mill and overlay, reconstruction projects the city undertook from 2018-2023, how these projects were funded. Staff will compile this information to share with the council.

The meeting adjourned at 8:20 am

*Lynne Olson*



FOR COUNCIL MEETING — AUGUST 7, 2023

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

Food Truck Permit

Dang! That's Good  
The Clucked Farmer  
Los Jarocho Mexican Food

Excavator

Mark & Brenda Construction/Delzer's  
Mark Bergerud

Mechanical

Richards HVAC and Solar

Sidewalk/Paving

Buck's Paving

Chicken

Kisha Bailly/918 N Vine – Renewal

Demo Waste Hauler

Casey Duckwitz Trucking

THC License

Empire 2/Little Chief

Minnesota Lawful Gambling Permit

Church of Our Lady of Victory for raffle, BINGO and tipboards at the church on September 17, 2023



## Council Action Recommendation

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Page 1 of 1

**Meeting Date:** 8-7-23

**Subject:** Purchase of a “Roll-off” Truck

**Recommendation:** Declare unit # 240 “surplus” and authorize its trade-in and purchase a 2023 Freightliner 114SD truck with a 475 HP Cummins diesel engine, and an Allison 4500 transmission and other equipment to configure it for our needs.

**Background/Key Points:** Ideally, we would replace our two “Roll-off” trucks after 10 years of service but, with other priority purchases, unit # 240, a 2011 International Truck with 9,500 hours and 218,571 miles has remained in use.

**Budgetary Impact:** Purchase price for the Freightliner truck from Northland Truck Sales (through the Sourcewell purchasing group) is \$280,000 for the chassis and equipment with a \$33,000 trade-in value for unit # 240 for a total due to Northland Truck of \$247,000. This will be paid for, from the 2023 Equipment fund budget.

**Originating Department:** Public Works

**Respectfully Submitted:** Len Taylor

**Attachments:**



June 2, 2023

City of Fergus Falls  
Attn: Dan  
Fergus Falls, MN 56537  
Phone 218-332-5882

Dan

As we discussed here is our quote on the new 2024 Freightliner 114SD hooklift truck that just arrived. Let me know if you have any questions.

- (1) New Freightliner 114SD, 475HP Cummins, Allison 4500 As Per Specs with a Ampliroll 160/212/20 (50k) Hooklift, Roll Rite DC 402 Auto Tarper, Aluminum Tandem Fenders, 48" Toolbox, And Air Pintle Hitch. Painted Black.

Price	\$267,000.00
Optional 13,200 Pusher	\$ 13,000.00
Optional 2011 IH Hooklift Trade	\$-33,000.00

Sincerely,

  
Greg C. Krutsinger  
Olympic Sales, Inc  
701-281-8221

- \* Chassis is in stock getting ready to build.
- \* Prices Do Not Include Any Applicable Taxes.
- \* Unit Subject To Sale.

**P.O. Box 55 | West Fargo, ND 58078**  
**Phone: 701-281-8223 | Fax: 701-277-9998**  
**[www.northlandtrucksales.com](http://www.northlandtrucksales.com)**



## Memo

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Page 1 of 1

**Meeting Date:**

August 7, 2023- Council

**Subject:**

Certified Local Government (CLG) grant- historic district study

**Recommendation:**

Authorize city staff to enter into agreements with the State Historic Preservation Office (SHPO) and Pigeon Consulting to execute a \$10,000 grant for a historic district eligibility study.

**Background/Key Points:**

In February 2023, Fergus Falls' Heritage Preservation Commission (HPC) approached council for approval to submit a \$10,000 grant application to SHPO's CLG grant program to fund a study to determine eligibility for a possible downtown historic district. Council agreed, and the application to SHPO was submitted and approved for funding. Following approval of the application, the HPC released an RFP seeking a consultant or firm to perform the study. Pigeon Consulting responded and has been selected for the project.

SHPO and Pigeon Consulting have provided the city with agreements for use of the grant funds. Staff therefore asks that council grant approval to enter into those agreements. Council may expect to see the finished study from Pigeon Consulting in early 2024.

**Budgetary Impact:**

The \$10,000 total project budget requires a local match of \$3,000. Matches may be in-kind. Already-completed studies of downtown and in-kind offerings of staff time and materials by the Otter Tail County Historical Society, City of Fergus Falls, and Downtown Riverfront Council will comprise the local match. No cash match is requested of the City of Fergus Falls. The State will reimburse the City for approved grant costs.

**Originating Department:**

Community Development

**Respectfully submitted:**

Klara Beck, Community Development Manager

**Attachments:**

SHPO Grant terms

Pigeon Consulting Scope & Agreement

Survey area (outlined in blue)

**Grant Time Period:** July 1, 2023 to July 31, 2024

**Work Summary:** The purpose of this project is to conduct an intensive level survey of buildings in downtown Fergus Falls, with the outcome being a complete inventory that provides information about the precise location of all properties identified, noting the appearance, significance, integrity and boundaries of each property sufficient to permit an evaluation of their significance and provide a definitive recommendation on the eligibility for a potential historic district to be listed in the National Register of Historic Places. In this case, “downtown” may be understood (with the potential for flexibility in consultation with the consultant) to be the area bounded by Cavour Avenue on the north, Whitford and Friberg Avenues on the east, Washington Avenue on the south, and Vine Street on the west. The project will be accomplished under the supervision of personnel meeting the Secretary of the Interior’s Professional Qualification Standards.

**Consultations and Progress Reports:**

1. The City will inform the State Historic Preservation Office (SHPO) of the name and qualifications of the consultant with whom it has contracted within 15 days of the contract’s execution. The City will at the same time provide a copy of the contract and a complete report on the procurement process demonstrating compliance with Federal competitive procurement requirements.
2. The City will submit a brief Monthly Progress Report to the SHPO by the 15<sup>th</sup> of each month for the duration of the project period. Product submittals will accompany the monthly reports as specified below.
3. By September 2023 the City will submit three examples of draft inventory forms to the SHPO (Milestone 1).
4. By May 2024 the City will submit a draft of the survey report to the SHPO (Milestone 2).

The SHPO may request other written progress reports and on-site review of project progress, as necessary.



LINCOLN AVENUE, FERGUS FALLS, MINN.

## PROPOSAL IN REPOSE TO: REQUEST FOR PROPOSALS FOR INTENSIVE SURVEY OF DOWNTOWN FERGUS FALLS

**Attention: Klara Beck,  
Community Development Manager**

June 20, 2023

*Revised July 27, 2023*



651-340-5665



[www.pigeonconsulting.com](http://www.pigeonconsulting.com)

Cover Letter 1

Consultant Experience 2

Project Understanding and Approach 4

Scope of Work and Schedule 6

References 7

Fees 8

Acceptance of Agreement 9

General Terms and Conditions 10

20 June 2023

Via Email

**KLARA BECK**

Community Development Manager  
City of Fergus Falls  
Klara.beck@ci.fergus-falls.mn.us

Dear Klara,

Thank you for the opportunity to provide a response to your June 5, 2023 Request for Proposals for an Intensive Survey of Downtown Fergus Falls.

The City of Fergus Falls has long valued its history, establishing a Heritage Preservation Commission (HPC) in 1974 to help ensure the preservation of the City's historically significant built resources. To date, Fergus Falls has 14 locally designated landmark properties as well as historic properties listed in the National Register of Historic Places. We understand that the City of Fergus Falls is seeking a qualified historic preservation consultant to survey and evaluate a section of its downtown to support the potential future designation of a downtown historic district.

Pigeon Consulting was founded with the mission of helping public sector staff and agencies, historic building owners, non-profit organizations, and their project partners proactively and strategically engage in the historic preservation planning and regulatory process. We are experts in architectural history, Minnesota history, and historical architecture. We have worked extensively on projects funded through Certified Local Government Grants and with the staff of the State Historic Preservation Office. We believe that proactive historic preservation planning at the local level is one of the most impactful activities a community can undertake if it desires to retain, remember, and celebrate its past.

Thank you again for considering our response to your request for proposals. Please do not hesitate to contact us with any questions. We look forward to working with you.

Sincerely,



Tamara Halvorsen,  
Principal and Co-Founder



Laurel Fritz,  
Principal and Co-Founder



# CONSULTANT EXPERIENCE

## Key Personnel

Pigeon Consulting was founded by Tamara Halvorsen and Laurel Fritz with the mission of helping historic building owners, public sector staff, non-profit organization and their project partners proactively and strategically engage in the historic preservation planning and regulatory process. Pigeon Consulting facilitates conversations about historic preservation planning, leads regulatory consultation, and supports clients and stakeholders through the preparation of research, evaluation, design, and consultation documentation. We take a people-focused approach to historic preservation to ensure that our clients and their project partners have a clear understanding of historic preservation and cultural resource management regulatory processes and know how to effectively use their preservation tools to provide meaningful impact.

Pigeon Consulting is a 100% Women-Owned Business certified by the State of Minnesota as a Women Business Enterprise and a Targeted Group and Economically Disadvantaged Business Enterprise.

Pigeon Consulting's Principals, Tamara Halvorsen and Laurel Fritz will serve as the key personnel for this project. Tamara will act as Principal Investigator and Laurel will act as Project Manager. Both Principals will conduct historical research, field survey and documentation, and co-author the context study update, individual building inventory forms, and the final survey report. Tamara and Laurel each have a decade of experience working as architectural historians in Minnesota and have served as primary investigators, surveyors, and authors of multiple historic Intensive and Reconnaissance Level History/Architecture Surveys, as well as context studies, National Register of Historic Places determinations of eligibility and nominations, and local designation studies.

Tamara meets the Secretary of the Interior's Professional Qualifications Standards in History and Architectural History. Laurel meets the Secretary of the Interior's Professional Qualifications Standards in Architectural History.

## **Recent Relevant Projects Include:**

### **CITY OF EXCELSIOR, Excelsior, MN**

Historic Contexts and Local Designation Studies for City-Owned Properties, Legacy Grant.

### **CITY OF MINNEAPOLIS, Minneapolis, MN**

#### **MINNEAPOLIS IN THE MODERN ERA, 1930–1975\***

Historic Context and Reconnaissance Level Historic Resource Survey, Certified Local Government Grant.

#### **LYNNHURST RESIDENTIAL HISTORIC DISTRICT\***

Local Designation Study and Intensive Level Survey, Certified Local Government Grant.

#### **WASHBURN FAIR OAKS HISTORIC DISTRICT**

Period of Significance Study, Historic Resource Survey, and Design Guidelines, Certified Local Government Grant.

### **CITY OF SAINT PAUL, Saint Paul, MN**

Reconnaissance and Intensive Level Historic Resource Survey for Section 106 Review.

### **COLLIERS MORTGAGE, Minneapolis, MN**

Reconnaissance and Intensive Level Historic Resource Surveys for Section 106 Reviews in Golden Valley, MN; Minneapolis, MN; Mound, MN; Saint Paul, MN.

### **MINNEAPOLIS AMERICAN INDIAN CENTER, Minneapolis, MN**

Historic Context, Evaluation of Significance, Section 106 Review.

### **MINNEAPOLIS PUBLIC HOUSING AUTHORITY, Minneapolis, MN**

#### **MULTI-FAMILY HOUSING PROJECT**

15 Reconnaissance Level Historic Resource Surveys for Projects Sites in Minneapolis.

#### **MINNEAPOLIS HOUSING AND REDEVELOPMENT AUTHORITY DEVELOPED MID-CENTURY HIGH-RISE SENIOR HOUSING**

Intensive Level Historic Resource Survey and Historic Context.

### **MINNESOTA HISTORICAL SOCIETY, Saint Paul, MN**

Consulting for Minnesota Historical Society Grants Program.

### **RAMSEY COUNTY HISTORICAL SOCIETY, Falcon Heights, MN**

Historic Context, Evaluation of Significance, Section 106 Review for the Gibbs Farm.

### **UNITED PROTESTANT CHURCH, Duluth, MN**

National Register of Historic Places Evaluation, Legacy Grant.

\*While at New History

# PROJECT UNDERSTANDING AND APPROACH

Pigeon Consulting understands that the City of Fergus Falls is seeking proposals for the completion of an intensive level historic resource survey of downtown Fergus Falls. The completed survey will be used by the City of Fergus Falls to support local designations and prepare city staff to guide the Fergus Falls Heritage Preservation Commission and Fergus Falls City Council in the pursuit of a National Register of Historic Places designated downtown historic district. This project is funded through the Minnesota State Historic Preservation Office's Certified Local Government Grants program with funding from the U.S. Congress Historic Preservation Fund.

The Fergus Falls Heritage Preservation Commission was established in 1974 and is one of Minnesota's first HPCs. Since its establishment, the HPC has designated 14 properties throughout the city. Proactive and thorough historic resource surveys form the backbone of successful historic preservation planning and implementation. Preservation of historic downtowns can simultaneously anchor a community's sense of place and spur revitalization. Evaluation and potential designation of the Lincoln Avenue area of downtown was a recommendation made by the 2009 "Fergus Falls, Minnesota Historic Context Study," which notes that "this area has potential for individual as well as district designations, and additional context development and inventory will assist in determining potential district boundaries."

Given the tight project timeline and the volume and depth of survey work and historic research required, a successful project will require an efficient, experienced, and communicative team. Pigeon Consulting proposes to accomplish this project through the following work plan:

- **Review Existing Context Studies and Other Relevant Project Materials** in order to identify knowledge gaps and familiarize key personnel with downtown Fergus Falls and its history.
- **Hold a Project Kick Off Meeting and Site Walk** with City Staff to confirm project goals, deliverables, and timeline and to finalize the survey boundary.
- **Verify the Survey Boundary with MN SHPO**
- **Conduct Historical Research to Support Historic Context Development/Update.** Historic Context(s) are the documentation against which surveyed properties are

evaluated. The July 2009 “Fergus Falls, Minnesota Historic Context Study” provides a through starting place for evaluation of historic resources in Fergus Falls. A downtown-specific context should serve to augment the existing context by providing information specifically relevant to the history and development of the downtown Fergus Falls survey area. The updated context will meet the requirements of current historic preservation best practices, including the National Park Service publication “The Components of a Historic Context” by Barbara Wyatt. The historic context will

- **Provide a Background History**
- **Establish Area(s) of Significance, Geographic Parameters, and Temporal Limits**
- **Identify Associated Property Types**
- **Define Physical Characteristics of Associated Property Types, and requirements for Historic Integrity**
- **Discuss the Context’s Relationship to National Register of Historic Places Criteria and City of Fergus Falls Local Designation Criteria**
- **Complete Field Survey and Documentation** the exterior of each property within the survey boundary will need to be examined and photographed. The information and photographs gathered during the field survey will be incorporated into individual property survey forms and the final survey report.
- **Produce History/Architecture Inventory Forms** for properties within the survey boundary. Inventory forms will meet MN SHPO requirements.
- **Produce a History/Architecture Survey Report** meeting MN SHPO requirements. The survey report will include the historic context, documentation of existing conditions, make recommendations for any additional related survey work and potential eligibility for local historic designation and/or listing in the National Register of Historic Places. The report will be submitted to City Staff by November 17, 2023.
- **Present Findings at a Public Meeting of the City of Fergus Falls City Council** tentatively scheduled for December 18, 2023.
- **Provide Project Updates** to City Staff on a mutually agreed upon schedule.

# SCOPE OF WORK AND SCHEDULE

SCHEDULE	SCOPE OF WORK
No Later than Week of July 31, 2023	<ul style="list-style-type: none"><li>• Review of Existing Context Studies and Other Relevant Materials</li><li>• Kick Off Meeting with City Staff</li><li>• Site Walk to Verify Survey Boundary</li></ul>
August 2023	<ul style="list-style-type: none"><li>• Verification of Survey Boundary with SHPO</li><li>• Historic Research to Support Historic Context Development</li></ul>
September 2023	<ul style="list-style-type: none"><li>• Production of Historic Context</li><li>• Field Survey and Documentation</li></ul>
September and October 2023	<ul style="list-style-type: none"><li>• Historic Research to Support Individual Property Inventory Forms (Individual Building Histories)</li><li>• Production of Individual Property Inventory Forms</li></ul>
November 2023	<ul style="list-style-type: none"><li>• Production of Final Draft Survey Report (Submittal to City Staff by November 17, 2023)</li></ul>
December 18, 2023	<ul style="list-style-type: none"><li>• Final Draft Report Presentation at City Council Meeting tentatively schedule for December 18, 2023</li></ul>

# REFERENCES

## **Brenda Melcher, Colliers Mortgage**

90 South Seventh Street, Suite 4300

Minneapolis, MN 55402

brenda.melcher@colliers.com

(612) 317-2133

Projects include Reconnaissance and Intensive Level Historic Resource Surveys to support Section 106 projects.

- American Co-Op on Lake Phalen
- Atressa Cooperative at Golden Valley Country Club
- Artessa Cooperative at Mounds Harbor
- Satori Lofts and Satori Senior Living
- Talmage-Oakland Portfolio

## **John Smoley, City of Minneapolis – Community Planning and Economic Development**

505 Fourth Avenue South #320

Minneapolis, MN 55415

john.smoley@minneapolismn.gov

(612) 673-2830

Projects include a Period of Significance Study, Historic Resource Survey, and Design Guidelines for the Locally and NRHP Designated Washburn Fair Oaks Historic District. Projects were funded through Certified Local Government Grants.

# FEES

Pigeon Consulting proposes to complete the Scope of Work for a **fee of \$10,000**. This fee is inclusive of all components of the project described within this proposal and is inclusive of incidental expenses such as parking and archival fees. This fee covers up to three (3) trips to Fergus Falls to complete research and documentation and to present to the Fergus Falls City Council. This fee does not include the production of local designation studies, National Register of Historic Places nominations, archaeological context assessments or archaeological fieldwork, or presentations and community engagement beyond those identified in this proposal.

The project will be invoiced at a rate of \$2,000 monthly from August 2023 through December 2023, for a total of \$10,000. An alternative billing schedule will be considered if requested by the City of Fergus Falls. Pigeon Consulting's standard terms are payment within 30 days of the date on the invoice. Pigeon Consulting accepts payment via check, ACH transfer, or credit card.

## ACCEPTANCE OF AGREEMENT

Our contract consists of this proposal dated 20 June 2023, including the Scope of Work, Fees, and the attached General Terms and Conditions. Please sign and return a copy of this page.

Project: Intensive Survey of Downtown Fergus Falls, Minnesota

The undersigned, having the authority to enter into this Agreement on behalf of the Entity named below, hereby acknowledges and agrees to this Agreement and the Incorporated Attachments.

Name:

Title:

Company/Entity:

Billing Address:

---

Signature

Date

Accepted By:



**Tamara Halvorsen, Principal and Co-Founder**



**Laurel Fritz, Principal and Co-Founder**

PIGEON CONSULTING  
2395 UNIVERSITY AVENUE W, SUITE 206  
SAINT PAUL, MINNESOTA 55114



# GENERAL TERMS AND CONDITIONS FOR PIGEON CONSULTING, LLC

The following Terms and Conditions are incorporated into and made a part of the attached Proposal (“Agreement”) for Historical Consulting Services as specified in the Agreement (the “Project”) between the City of Fergus Falls (“Client”) and Pigeon Consulting, LLC.

**1.0 Services.** The services to be provided by Pigeon Consulting, LLC shall be as set forth in the Agreement, including the Scope of Services, which may be modified in writing by Pigeon Consulting, LLC and the Client. Pigeon Consulting, LLC may contract with other experts and talent to assist in the fulfillment the Agreement, but it shall remain solely responsible for the Agreement as specified by Sections 1 and 1.2.

**1.1. Consultant Status.** Pigeon Consulting, LLC’s services are advisory in nature. While Pigeon Consulting, LLC’s services may involve the review of the work product of architectural, engineering, design, construction, legal, accounting, and other professional services providers, Pigeon Consulting, LLC is not engaged to provide such professional services. Rather Pigeon Consulting, LLC is engaged to provide regulatory strategy, project review, and commentary. Therefore, the Client agrees to indemnify and hold Pigeon Consulting, LLC harmless against any and all claim, loss, damage, liability, demand, suit and expenses, including reasonable attorney’s fees assessed or awarded that may be incurred by Pigeon Consulting, LLC as a result of third party claims brought against Pigeon Consulting, LLC, excluding any claims by Client against Pigeon Consulting, LLC for breach of any express provision of this Agreement.

**1.2. Assignment.** Neither party may assign their rights under this Agreement without the written consent of the other party. This Agreement shall be binding upon the parties and their permitted successors and assigns.

**2.0. Pigeon Consulting, LLC’s Work and Promotional Materials.** Work prepared by Pigeon Consulting, LLC is solely for use with respect to the Project referenced in the Agreement and Pigeon Consulting reserves the right to use said work in promotional materials.

**2.1. Work Product.** All documents furnished by Pigeon Consulting, LLC pursuant to this Agreement are Pigeon Consulting, LLC’s instruments of service for this Project alone. Any use of documents prepared by Pigeon Consulting, LLC except for the specific purpose intended by this Agreement will be at the Client’s sole risk without any liability or legal exposure to Pigeon Consulting, LLC.

**2.2. Promotional Materials.** Pigeon Consulting further reserves the right to include photographic representations of the project in our promotional and professional materials and shall be given reasonable access to the project to obtain such representations. The Client shall provide professional credit to Pigeon Consulting in the Client’s promotional materials for the project. This section shall survive termination of this agreement unless the Client terminates this agreement for Cause.

**3.0. Records and Data.** The Client agrees to provide to Pigeon Consulting, LLC any and all public data, reports, plans, surveys, and other public documents reasonably requested by Pigeon Consulting, LLC to allow Pigeon Consulting, LLC to complete the services outlined in the Agreement. Pigeon Consulting, LLC shall be entitled to rely upon the accuracy and timeliness of the information provided by the Client and is not responsible for the inaccuracy or insufficiency of such Client supplied information. If the project scope must change as the result of inaccurate

information supplied to Pigeon Consulting, the Client agrees that the Client and Pigeon Consulting shall appropriately adjust Pigeon Consulting's scope of services, schedule and compensation.

**4.0 Site Safety and Hazardous Materials.** Pigeon Consulting, LLC shall have neither control nor responsibility for safety at the subject property site and is not responsible for the identification, removal, or mitigation of hazardous materials.

**5.0 Compensation.** Payment is due within thirty (30) days from the date of Pigeon Consulting, LLC's invoice. If there is a material change in the scope of work for the Project, Pigeon Consulting, LLC's compensation shall be equitably adjusted.

**5.1. Past Due Invoices.** Cumulative annual interest at a rate of eight percent (8%) will be paid by client on all past due amounts. Failure to make timely payment of any invoice due and payable hereunder shall be a material default of this Agreement.

**5.2. Termination and Suspension.** In the event of material default in the terms of this Agreement by either party, this Agreement and the obligation to provide further services under this Agreement may be terminated by written notice. Upon termination, Pigeon Consulting, LLC shall be entitled to compensation for all services rendered prior to the date of termination, together with reasonable expenses incurred to the date of termination. Failure to make timely payment may result in the suspension of services. If Pigeon Consulting, LLC elects to suspend services as a result of nonpayment, Pigeon Consulting, LLC will give seven (7) days written notice to the Client before the suspension of services. In the event of the suspension of services, Pigeon Consulting shall have no liability to the Client for delay or damages caused the Client because of such suspension of services. Before resuming services, the Client shall pay Pigeon Consulting all sums due prior to suspension. Upon resumption of services, the project schedule will be equitably adjusted.

**6.0. Limitation of Liability.** The parties acknowledge and agree that they will not hold the other liable or assert claims for lost profits or consequential damages arising from or relating to breach of this Agreement, even if a party was advised of the possibility of such damages. The parties agree that Pigeon Consulting, LLC's liability and the Client's remedy under this Agreement shall be limited to claims for monetary damages, and that any liability arising out of or relating to this Agreement shall not exceed the total amount actually paid to Pigeon Consulting, LLC for services provided under this Agreement. Notwithstanding anything to the contrary, Pigeon Consulting, LLC is not responsible for any unknown or latent information (including any defects to the property subject to this Agreement), not disclosed to Pigeon Consulting, LLC.

**6.1. Waiver.** Client waives any and all rights against Pigeon Consulting, LLC for damages covered by any property insurance or other insurance during and after completion of the Services.

**7.0. Dispute Resolution.** In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, including any questions regarding its existence, enforceability, interpretation or validity, the parties shall meet and confer in good faith to attempt to resolve such dispute, controversy or claim without initiating an adversarial proceeding.

**7.1. Governing Law.** This Agreement shall be governed by and interpreted pursuant to the laws of the State of Minnesota, with any dispute or claim relating to this Agreement venued or heard in the State of Minnesota, Hennepin County.

**8.0 Agreement.** This Agreement, which includes Pigeon Consulting, LLC's proposal package and these General Terms and Conditions, constitutes the entire agreement between the parties and supersedes all prior agreements or oral understandings. No modification or waiver of this Agreement or its terms shall be binding unless in writing and executed by both parties. The headings herein are inserted only as a matter of convenience and reference, and in no way define or describe the scope of the Agreement or the intent of any provisions thereof.

**8.1. Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original with all such counterparts taken together shall constitute one and the same instrument. Facsimile signatures (either PDF format or signatures obtained through an e-signing service) shall be deemed and treated as originals.

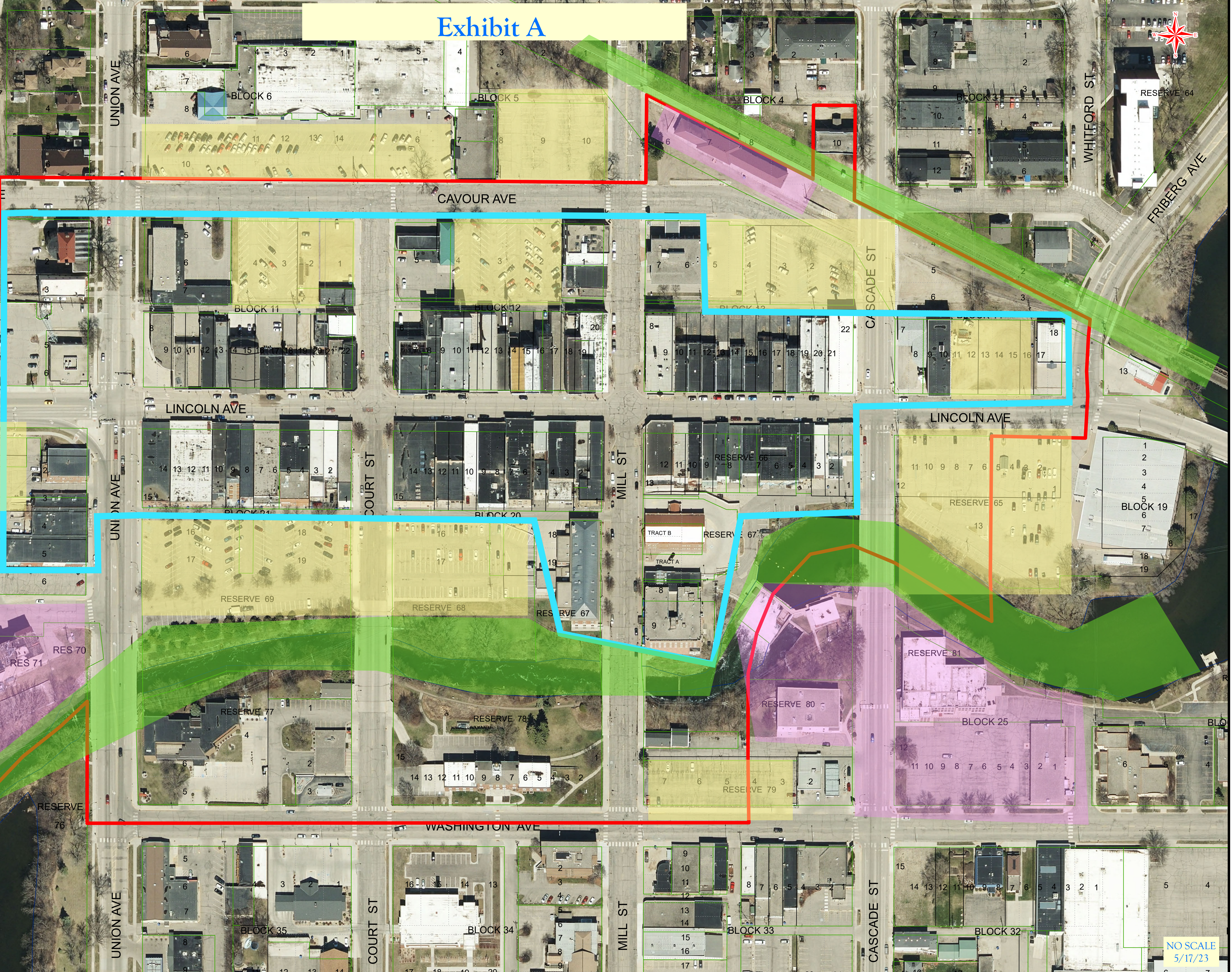
**9.0. Acknowledgment.** The parties acknowledge that these terms and conditions are incorporated by reference into the agreement letter, that the parties have had an opportunity to read and understand these terms and conditions, discuss such terms and conditions with legal counsel, and understand the significance of this Agreement.



# Exhibit A



-  RFP Survey Boundary
-  Proposed Survey Boundary
-  Non-contributing surface parking
-  Industrial/Transportation Properties
-  Major Visual/Physical Barriers





## RESOLUTION ALLOWING CLAIMS &amp; ORDERING PAYMENT THEREOF

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

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

## General

A-1 LOCK & KEY LLC	ARENA DOOR CLOSER REPAIR	107.50
A-1 LOCK & KEY LLC	PAVILION RESTROOM DEADBOLT	87.50
ARC DOCUMENT SOLUTIONS LLC	MAINTENANCE GIS PRINTER	217.19
ADMINISTRATOR'S CONTINGENCY FD	CIVIL PROCESS FLAT FEE	90.00
ADMINISTRATOR'S CONTINGENCY FD	JULY MILEAGE REIMBURSEMENT	462.43
ADMINISTRATOR'S CONTINGENCY FD	JUNE 2023 ANALYSIS SVC CHARGE	159.59
ADMINISTRATOR'S CONTINGENCY FD	JUNE 2023 INTEREST EARNED	.01-
ADMINISTRATOR'S CONTINGENCY FD	PLPS CANCELLATION/CHRISTIAN	145.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND RECEIPT #230501	15.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-EVENSO	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-OTC HI	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-STENDE	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-BAMBERG	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-SCHMIDT	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-STONEL	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-THAT'S IT	25.00
ADMINISTRATOR'S CONTINGENCY FD	2023 SAFETY BOOT REIMBURSEMENT	33.74
AICPA (PAYMENT - DUES)	08/01/23-07/31/24 MEMBER DUES	340.00
ARAMARK	JULY LINEN SUPPLY	36.46
AMERITAS	JUNE DENTAL INSURANCE	3,572.78
ANDERSON BROTHERS CONSTRUCTION	OTC TAX	1.10-
ANDERSON BROTHERS CONSTRUCTION	STATE TAX	15.11-
SEAN ANDERSON	CLEANING WEEKS OF JUL 3-JUL 10	436.08
SEAN ANDERSON	CLEANING WEEKS OF JULY 17-24	455.04
ASPEN MILLS INC	ONSTAD UNIFORM PURCHASE	258.02
AUTO VALUE - FERGUS FALLS	JUL 10W30 OIL (GLEN)	10.98
AUTO VALUE - FERGUS FALLS	JUL 10W30 PARK AND REC (GLEN)	10.98
AUTO VALUE - FERGUS FALLS	JULY BRAKE PARTS CLEANER	8.98
AUTO VALUE - FERGUS FALLS	JULY CLASSICAL SECTION MO	95.96
AVESIS THIRD PARTY ADMIN INC	AUGUST VISION INSURANCE	30.14
BANKCARD CENTER	ALLEN WRENCH DOOR KEY	9.65

## General

BANKCARD CENTER	ANNUAL AMAZON PRIME MEMBERSHIP	139.00
BANKCARD CENTER	CERTIFICATE OF ACHIEVEMENT	460.00
BANKCARD CENTER	CONCESSION SUPPLIES	799.61
BANKCARD CENTER	GALVANIZED NIPPLE	10.30
BANKCARD CENTER	JIM NIEGEL RETIREMENT PICTURES	13.93
BANKCARD CENTER	JULY OPERATING SUPPLIES	182.54
BANKCARD CENTER	JUNE BALL BEARING REPLACES	35.36
BANKCARD CENTER	JUNE CASE,CHARGER,SCREEN PROTE	42.12
BANKCARD CENTER	JUNE CELL PHONE ACCESSORIES	39.25
BANKCARD CENTER	JUNE CELL PHONE UPGRADES	63.03
BANKCARD CENTER	JUNE DNR REIMBURSE WILDLAND	810.00-
BANKCARD CENTER	JUNE DW BLK OX BIT SET 21PC	29.97
BANKCARD CENTER	JUNE ESTEP TRAINING IN SEPT	250.00
BANKCARD CENTER	JUNE HEARING/647 W STANTON	117.39
BANKCARD CENTER	JUNE LAMINATE REFILL-CARTRIDGE	85.96
BANKCARD CENTER	JUNE LODGING/LEAGUE OF MN CITY	317.98
BANKCARD CENTER	JUNE MEAL AFTER INTERVIEW	14.03
BANKCARD CENTER	JUNE MEETING-LODGING	455.22
BANKCARD CENTER	JUNE MEETING-LODGING/THOMPSON	455.22
BANKCARD CENTER	JUNE MEETING-MEALS	82.21
BANKCARD CENTER	JUNE MODEM ADAPTERS	69.98
BANKCARD CENTER	JUNE NEW MEMBER UNIFORMS	209.97
BANKCARD CENTER	JUNE OFFICE SUPPLIES	16.52
BANKCARD CENTER	JUNE OPERATING SUPPLIES	128.83
BANKCARD CENTER	JUNE PARKING/DULUTH	10.00
BANKCARD CENTER	JUNE PROPANE	64.41
BANKCARD CENTER	JUNE REGISTRATION FEE	239.00
BANKCARD CENTER	JUNE SERVICE AWARDS	147.83
BANKCARD CENTER	JUNE SQUAD SUPPLIES	79.84
BANKCARD CENTER	JUNE STICKY NOTES, OPTIC CABLE	28.76
BANKCARD CENTER	JUNE SUMMERFEST PARADE EXPENSE	111.20
BANKCARD CENTER	JUNE SUPPLIES/FFFD REIMBURSED	376.50
BANKCARD CENTER	JUNE TARPS/SCENE SUPPLIES	58.11
BANKCARD CENTER	JUNE TASER SCHOOL-DUENOW	495.00
BANKCARD CENTER	JUNE TIME CLOCK RIBBONS	15.98
BANKCARD CENTER	JUNE TONER CARTRIDGE	199.95
BANKCARD CENTER	JUNE TONY'S RETIREMENT PARTY	95.70
BANKCARD CENTER	JUNE TRAINING REHAB	35.05
BANKCARD CENTER	JUNE WIRELESS KEYBOARD,HARD DR	324.16
BANKCARD CENTER	JUNE 2 CHAIRS/SUMMERFEST BOOTH	75.14
BANKCARD CENTER	JUNE 2.5" INTERNAL HARD DRIVE	140.69
BANKCARD CENTER	JUNE 4PC RECOIL STARTER SPRING	14.98
BANKCARD CENTER	KIDS KAMP SUPPLIES	223.64

## General

BANKCARD CENTER	LAPTOP POWER INVERTER	34.33
BANKCARD CENTER	MAY ELECTRICAL TAPE HOLDER	11.89
BANKCARD CENTER	MAY INTERVIEW MEALS	56.78
BANKCARD CENTER	MAY MILITARY TACTICAL BACKPACK	75.10
BANKCARD CENTER	MAY NEW MEMBER UNIFORMS	276.01
BANKCARD CENTER	MAY SURVIVAL THERMAL BLANKET	37.47
BANKCARD CENTER	MAY 128GB FLASH DRIVES	79.98
BANKCARD CENTER	MAY 256GB WATERPROOF USB DRIVE	89.91
BANKCARD CENTER	MCFOA OF MN DUES	50.00
BANKCARD CENTER	MOBILE MOULTRIE MONTHLY	9.99
BANKCARD CENTER	MONTHLY ADOBE MEMBERSHIP	10.73
BANKCARD CENTER	NUISANCE IMAGE STORAGE	9.99
BANKCARD CENTER	OFFICE SUPPLIES	126.72
BANKCARD CENTER	PARTS,HEAT PUMP LEAK C.HALL	66.86
BANKCARD CENTER	PET LIC 200-400 EXP 12/31/2024	84.95
BANKCARD CENTER	PIPE TAP,CARBON STEEL,CASE	42.80
BANKCARD CENTER	REGISTRATION CGMC CONFERENCE	175.00
BANKCARD CENTER	SR CENTER AIRFILTERS,PAINT,MAT	72.84
BANKCARD CENTER	TRAVEL / LODGING	339.18
BANKCARD CENTER	URINAL FLANGE	83.58
BANKCARD CENTER	03/30-06/29/23 POSTAGE METER	243.00
BANKCARD CENTER	06/02-07/02/23 CREATIVE CLOUD	39.99
BANKCARD CENTER	06/12-07/12/23 CONSTANT CONTAC	35.00
BANKCARD CENTER	2023 ICMA ANNUAL CONFERENCE	790.00
BARRY CONST OF FERGUS FALLS	RET.REST. FEE 421 W ST CHARLES	300.00
BARRY CONST OF FERGUS FALLS	RET.REST. FEE 701 DAMIKA DR	300.00
BEYER BODY SHOP, INC.	TOW AUDI/23023893	100.00
BEYER BODY SHOP, INC.	TOW FORD FOCUS/23023409	150.00
BIG AXX LLC	JULY BLADES SHARPENED	33.00
BIG AXX LLC	JULY 2 NEW ZAMBONI BLADES	600.00
BRADCO RESTORATION, INC	STONE REPAIR E ENT.CITY HALL	2,500.00
CHARTER COMMUNICATIONS	CABLE 7/18-8/17	32.97
CHARTER COMMUNICATIONS	07/13-08/12/23 INTERNET	129.99
CHARTER COMMUNICATIONS	07/13-08/12/23 IP ADDRESS	19.99
MARK CHRISTOPHERSON	ARENA MGMT-CONT.ED NEW STAFF	1,200.00
MARK CHRISTOPHERSON	ARENA MGMT-INTRO TO NEW STAFF	1,800.00
COMM OF FINANCE, TREAS DIV	FORF SHARE/HEHN 21010203	97.25
COOPERS TECHNOLOGY GROUP	JULY LETTER SLITTER,BOND PAPER	75.36
COSSETTE ELECTRIC LLC	CITY HALL RETRO TO LED	12,342.86
COSSETTE ELECTRIC LLC	INSTALL PARTS FOR SUMMERFEST	720.25
COSSETTE ELECTRIC LLC	JUL REPLACE TWO HEADS VERNON/	368.00
COSSETTE ELECTRIC LLC	SITE WORK CLUBHOUSE LIGHTS	92.00
COSSETTE ELECTRIC LLC	WIRED NEW WATER HEATER	92.00

## General

DACOTAH PAPER CO	CAN LINER, TISSUE, TOWEL	1,027.19
DACOTAH PAPER CO	JULY TP, TISSUES, TOWEL ROLLS	604.35
DAILY JOURNAL	JULY PUBLISH ORDINANCE #40	402.58
DAILY JOURNAL	JULY PUBLISH ORDINANCE #41	131.43
DAILY JOURNAL	JULY PUBLISH ORDINANCE #42	123.13
DAILY JOURNAL	YEARLY SUBSCRIPTION	180.00
DELUXE BUSINESS FORMS & SUP	ADMIN CONTINGENCY FUND CHECKS	193.38
DELZER CONSTRUCTION	RET.REST. FEE 1620 BRENVEI DR	300.00
DELZER CONSTRUCTION	RET.REST. 207 W LINCOLN	300.00
DIAMOND VOGEL PAINTS	JUL TRAFFIC PAINT/GLASS BEADS	5,461.80
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	114,157.90
EZ OPEN GARAGE DOOR	SERVICE OVERHEAD DOOR	682.00
4M FUND	JUL 2023 SERVICE CHARGE	63.58
FASTENAL COMPANY	JUL PARK SAFETY VENDING	92.84
FASTENAL COMPANY	JUL SIGN BOLTS/WASHERS	56.95
FASTENAL COMPANY	JUL STREET SAFETY VENDING	92.85
F. F. AREA FAMILY YMCA	2023 BEACH LIFEGUARD CONTRACT	8,333.33
FERGUS FALLS CONVENTION &	MAY 2023 LODGING TAX	13,555.92
FERGUS FALLS CONVENTION &	MAY 2023 LODGING TAX ADMIN	406.68-
F F UMPIRES ASSOCIATION	2023 PLAY-OFF GAMES	1,736.00
FERGUS HOME & HARDWARE	JULY SAWZALL TORCH 6" BLADE	19.99
FERGUS WELL COMPANY	REPAIR/SNOW REMOVAL DAMAGE	288.00
FIRE-N-ICE HEATING & AIR COND	CLEARED BLOCKAGE	362.50
FIRE-N-ICE HEATING & AIR COND	CLEARED BLOCKAGE, BREAK ROOM	200.00
GALLS LLC	CEDERBERG UNIFORM PURCHASE	256.75
GALLS LLC	ESTEP UNIFORM PURCHASE	51.37
GALLS LLC	JULY NEW MEMBER UNIFORM	131.36
GALLS LLC	ONSTAD NEW HIRE UNIFORM PURCHA	572.46
GALLS LLC	WEST UNIFORM PURCHASE	51.38
GENERAL FUND	JULY COPIER USE	321.18
GENERAL FUND	JULY LONG DISTANCE CHARGES	79.10-
GENERAL FUND	JULY POSTAGE USE	264.72
GENERAL FUND	TRANSFER JULY COPIER USE	448.40-
GENERAL FUND	TRANSFER JULY POSTAGE USE	598.98-
GREAT PLAINS FIRE	JULY NEW MEMBER TO GEAR	16,370.00
GREAT PLAINS NATURAL GAS CO	JULY NATURAL GAS EXPENSE	1,275.32
HEPPNER CONSULTING, INC.	SAS CABLE 4M-HD FOR AS/400	370.00
HEPPNER CONSULTING, INC.	SERVER 1:3 YR ADV EXPERT CARE	11.10
HOME DEPOT CREDIT SERVICES	JUL 20V MAX LITHIUM CORDLESS	169.00
HOME DEPOT CREDIT SERVICES	JULY BOLT, BARREL 4" SS	14.94
HOME DEPOT CREDIT SERVICES	JULY FEMALE FAUCET AERATOR	5.98
HOME DEPOT CREDIT SERVICES	JULY HOSE, SPRINKLER	57.00
HOME DEPOT CREDIT SERVICES	JULY PARACORD POLY PRO BLACK	11.50



## General

HOME DEPOT CREDIT SERVICES	JULY QUIKRETE CONCRETE MIX	175.68
HOME DEPOT CREDIT SERVICES	JULY RUBBER STRAPS,QUICK LINK	31.94
JB ELECTRIC	EXT.LIGHTS CITY HALL,OFFICE	1,625.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 1045 W LINCOLN	110.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 1209 S VINE	110.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 331 E FRIBERG	110.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 514 W VASA	110.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 519 E FIR	65.00
KNUTSON LAWN SERVICE	CONTRACT MOWING 804 N AURDAL	110.00
KNUTSON LAWN SERVICE	RR CONTRACT MOWING BROADWAY	110.00
KNUTSON LAWN SERVICE	RR CONTRACT MOWING JUNIUS/SHER	110.00
KNUTSON LAWN SERVICE	RR CONTRCT MOWING PECK ST	110.00
KNUTSON LAWN SERVICE	RR PROP MOWING WASHINGTON FRNT	65.00
KNUTSON LAWN SERVICE	RR PROP. MOWING CASCADE/LINCOL	110.00
KNUTSON LAWN SERVICE	RR PROP.MOWING CASCADE/CAVOUR	110.00
KNUTSON LAWN SERVICE	524 WESTERN CONTRACT MOWING	110.00
KNUTSON LAWN SERVICE	528 WESTERN CONTRACT MOWING	110.00
LAKE REGION HEALTHCARE CORP	JUNE PRE-EMPLOY DRUG SCREEN	262.50
LAKES COUNTRY SERVICE COOP	JUNE PRE-EMPLOY DRUG SCREEN	70.00
LAKES COUNTRY SERVICE COOP	MAY PRE-EMPLOY DRUG SCREEN	70.00
LEITCH EXCAVATING INC	RET. REST. 404 S BURLINGTON	300.00
LEITCH EXCAVATING INC	RET.REST.FEE 2116 RIDGEWOOD DR	300.00
LEITCH EXCAVATING INC	RET.REST.FEE 3302 ST HWY 210 W	300.00
LEITCH EXCAVATING INC	RETURN REST.FEE 1503 OPPERMAN	300.00
LOCATORS & SUPPLIES INC	JUL CORDED EAR PLUGS (GLEN)	34.99
LOCATORS & SUPPLIES INC	JUL FIBERGLASS 15 TINE BOW RAK	44.99
LOCATORS & SUPPLIES INC	JUL ORANGE MARKING PAINT	55.99
LOCATORS & SUPPLIES INC	JUL WHITE FIELD PAINT (MONTE)	69.95
LOCATORS & SUPPLIES INC	JUL 2" DISCHARGE HOSE/2" PIN	29.95
LOCATORS & SUPPLIES INC	JULY CERTI-STRIPS, BANDAGES	13.58
LOCATORS & SUPPLIES INC	JULY EYE WASH STATION SUPPLIES	18.99
M-R SIGN COMPANY INC	JUL DETOUR SIGNS 30X24	311.44
M-R SIGN COMPANY INC	JUL NYLON SIGN WASHERS 3/8"	82.50
MARCO TECHNOLOGIES LLC	MARCO SERVICES-FIREWALL REPAIR	2,415.00
MARCO TECHNOLOGIES LLC	PROF.SERVICE ARENA	2,370.00
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 7/10-8/10	355.61
MEDTOX LABORATORIES INC	JUNE PRE-EMPLOY DRUG SCREEN	167.00
METRO SALES, INC	06/18-07/17/23 COPIER RENT	152.97
METRO SALES, INC	06/18-07/17/23 COPIER USAGE	39.99
MINN-DAKOTA/OTTER TAIL COACHES	SHUTTLE IN-TOWN/BOWLING ALLEY	95.12
MHSRC/RANGE	MILLER/FOREMAN EVOC	1,020.00
MHSRC/RANGE	PIT TRAINING-DUENOW	635.00
MINNKOTA ENVIROSERVICES INC	JUNE SHREDDING SERVICE	41.30

## General

MINNKOTA ENVIROSERVICES INC	SHREDDING JUNE 2023	47.20
MISSION MECHANICAL INC	A/C UNIT, SR CENTER	1,490.00
MISSION MECHANICAL INC	CITY HALL HEAT PUMPS	8,044.00
MISSION MECHANICAL INC	FILL VALVE INSTALL,SENSOR UNIT	656.00
MISSION MECHANICAL INC	HEATPUMP FINANCE AREA	444.00
MISSION MECHANICAL INC	SR CENTER EXHAUST FAN REPAIR	621.00
MISSION MECHANICAL INC	STRUCTURAL/ENG DESIGN HVAC	1,025.75
MOBOTREX INC	JUL RED/YELLOW LED SIGNALS	254.00
NARDINI FIRE EQUIPMENT CO INC	ALARM SYSTEM INSPECTION	523.00
NATIONAL SEALANT & CONCRETE	OTC TAX	.72-
NATIONAL SEALANT & CONCRETE	STATE TAX	9.85-
NATURES GARDEN WORLD	FLOWERS	294.85
NATURES GARDEN WORLD	LANDSCAPE MATERIAL, MULCH	1,402.50
NATURES GARDEN WORLD	LANDSCAPE MATERIAL,MULCH	330.00
NATURES GARDEN WORLD	WATER SAVER POTS,PLANTED BASK	3,504.49
NEW HORIZONS ENERGY	WEED / CHEMICAL	202.06
NICE THREADS CUSTOM EMBROIDER	EMPLOYEE SERVICE AWARD	128.00
NICE THREADS CUSTOM EMBROIDER	EMPLOYEE SERVICE AWARDS	204.00
NYCKLEMOE & ELLIG, P.A.	AUGUST RETAIN FEE/OFFICE ALLOW	7,245.83
OFFICE OF MNIT SERVICES	JULY INTERNET USAGE	274.48
OTTER COVE CHILDREN'S	JULY FIELD TRIP/KIDS KAMP	150.00
OTTER TAIL COUNTY HIGHWAY DEPT	DECORATIVE LIGHTS/ROUND ABOUT	16.89
OTTER TAIL COUNTY TREASURER	FORF SHARE/HEHN 21010203	194.49
OTTER TAIL POWER COMPANY	JULY ELECTRICITY EXPENSE	180.88
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	1,621.29
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	2,497.85
OTTERTAIL WINDOW CLEANING	CITY HALL/WINDOW WASHING	3,110.88
OUTDOOR RENOVATIONS	RET.REST. FEE 1104 E MT FAITH	300.00
POLICE DEPT CONTINGENCY FUND	CSO UHRICH EMR CLASS FEE	200.00
POLICE DEPT CONTINGENCY FUND	HOHRMAN UNIFORM PURCHASE	63.66
POLICE DEPT CONTINGENCY FUND	ONSTAD UNIFORM SEWING/EMBROIDE	96.00
POLICE DEPT PETTY CASH	DUENOW CLASS TRNG MEAL	12.18
POLICE DEPT PETTY CASH	DUENOW UNIFORM ALLOWANCE USED	40.00
POLICE DEPT PETTY CASH	ESTEP BCA LUNCH	14.00
POLICE DEPT PETTY CASH	FOREMAN EVOC MEAL	13.49
POLICE DEPT PETTY CASH	POSTAGE DUE FOR RECORDS REQUES	5.76
POLICE DEPT PETTY CASH	POSTAGE DUE FOR WEST PACKAGE	2.92
PRINCIPAL CUSTODY SOLUTIONS	2ND QTR SERVICE FEE	3,089.24
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	5,435.41
PUBLIC UTILITIES DEPARTMENT	JULY UTILITIES/522 E HAMPDEN	36.64
PAUL R. RATZ	2023 STRENGTH TRAINING	15,187.50
RED RIVER FLAGS	POW/MIA FLAGS 3 X 5	187.75
DEVIN REGER	JULY MEETING-LODGING	108.66

## General

SHERWIN WILLIAMS CO	JUL BICYCLE PARK PAINT ORDER	6,403.83
STATE TREASURER	2ND QTR 2023 SURCHARGE RETEN	8,494.41
STEIN'S INC	JULY CHEMICALS-BROMMAX,AQUCAR	990.05
STEIN'S INC	JUNE BLADE KIT,VAC LID,WIRE	288.75
SUNSET LAW ENFORCEMENT LLC	5.56 53 GR/5.56 55 GR/9 MM AMM	8,038.30
SWANSTON EQUIPMENT CO	JUL REWIND SPRING/THROTTLE CAB	28.79
KEVIN J SWENSON	GOLF SESSION II	405.00
TAG-UP	AUGUST MEDALS	296.40
TAG-UP	AUGUST PLAQUES	187.50
TAG-UP	SIGNS, WOMEN'S RESTROOMS	130.00
TANGENT COMPUTERS INC	ANNUAL SPAM FILTER CONTRACT	1,000.00
TANGENT COMPUTERS INC	DMARC REPORT MONITORING-EMAIL	495.00
THE PARK CATALOG	ATHLETIC-BICYCLE PLAYGROUND	1,957.00
USABLE LIFE	AUGUST LIFE INSURANCE	77.00
VERIZON WIRELESS	CELL/AIR CARDS 6/2-7/1	1,058.49
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	1,115.96
VINCO INC	REPL,REWIRE NEW EXHAUST FAN	759.08
WADENA ASPHALT INC	JUL BIT MIX CECIL AVE	1,050.00
WADENA ASPHALT INC	JUL BIT MIX PEBBLE LAKE ROAD	990.00
WADENA ASPHALT INC	JUL BIT MIX VERNON PLACE/PEBBL	2,442.00
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/JUL 2023	1,324,980.84
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3132DV7K5	427,120.93-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3140QLRC2	150,927.95-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/31418DTQ5	84,441.54-
WEX	JULY-DEC HSA ER CONTRIBUTION	125.00
WIMACTEL INC	JULY TELEPHONE EXPENSE	198.00
WIMACTEL INC	JUNE TELEPHONE EXPENSE	198.00
BEN WOLDEN LANDSCAPING	RET. REST. FEE 1382 LENORE WAY	300.00
BEN WOLDEN LANDSCAPING	RET. REST. FEE 1395 LENORE WAY	300.00
BEN WOLDEN LANDSCAPING	RET. REST. FEE 1409 LENORE WAY	300.00
	F U N D   T O T A L	975,678.10

## P.A. General

GENERAL FUND	JULY COPIER USE	46.92
GENERAL FUND	JULY LONG DISTANCE CHARGES	2.19
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC JUL	1,077.86
NATURES GARDEN WORLD	SPRINKLER REPAIRS AT CBHH	330.96
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	7.13

## P.A. General

UGSTAD PLUMBING INC	AUGUST RETAINER FEE	125.00
UGSTAD PLUMBING INC	BOILER/GEN CK 01/27/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 04/07/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 06/28/23	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 07/14/23	90.00
UGSTAD PLUMBING INC	MONTHLY BOILER/GEN CK 06/28/23	135.00
	F U N D   T O T A L	2,085.06

## Public Library

ARAMARK UNIFORM SERVICES	JULY LINEN SUPPLY	35.19
BAKER & TAYLOR INC	BOOKS	3,752.91
BAKER & TAYLOR INC	FREIGHT SURCHARGE	37.54
BAKER & TAYLOR INC	PROCESSING	268.00
BANKCARD CENTER	JUNE BOOKS	339.79
BANKCARD CENTER	JUNE DVD'S	698.25
BANKCARD CENTER	JUNE OPERATING SUPPLIES	33.98
BANKCARD CENTER	MAY BOOKS	103.99
BANKCARD CENTER	MAY PHONE CHARGER,REMOTE,CABLE	25.04
BATTLE LAKE REVIEW	NEWSPAPER BATTLE LAKE REVIEW	32.00
GENERAL FUND	JULY LONG DISTANCE CHARGES	35.60
HOME DEPOT CREDIT SERVICES	JUL GREAT STUFF GAP FILLER	41.82
VICTOR LUNDEEN COMPANY	PENS	202.50
VICTOR LUNDEEN COMPANY	SHIPPING	37.83
MINNESOTA UC FUND	2ND QUARTER UNEMPLOYMENT	7.03
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	85.52
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	488.96
US BANK EQUIPMENT FINANCE	04/20-07/20/23 COPIER OVERAGE	250.94
US BANK EQUIPMENT FINANCE	07/20-08/20/23 COPIER LEASE	614.40
VIKING LIBRARY SYSTEM	BARCODES	130.00
	F U N D   T O T A L	7,221.29

## Bigwood Event Center

ARAMARK	AUGUST LINEN SUPPLY	261.77
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## Bigwood Event Center

ARAMARK	JULY LINEN SUPPLY	523.54
BANKCARD CENTER	BIGWOOD BREAKER, KEY	76.48
BANKCARD CENTER	JUNE BEVERAGES-06/15/2023	19.52
CARDCONNECT	JUN CREDIT CARD FEES	27.26
CLOVER	JUL POS MONTHLY CHARGE	160.96
CLOVER	JUN POS MONTHLY CHARGE	160.96
DACOTAH PAPER CO	JULY PLATES,CUPS,FOOD TRAYS.	381.65
GENERAL FUND	JULY LONG DISTANCE CHARGES	.09
GREAT PLAINS NATURAL GAS CO	JULY NATURAL GAS EXPENSE	53.61
JOHNSON BROTHERS LIQUOR CO	JUNE BEVERAGES	70.44
LAKE REGION HEALTHCARE CORP	JUNE PRE-EMPLOY DRUG SCREEN	37.50
MEDTOX LABORATORIES INC	JUNE PRE-EMPLOY DRUG SCREEN	33.40
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	200.78
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	522.59
TWEETON REFRIGERATION	JULY ICE MACHINE RENTAL	180.00
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	41.12
	F U N D   T O T A L	2,751.67

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

SUNSET RIDGE APARTMENTS OF	SEMI-ANNUAL PAYMENT/PRINCIPAL	43,143.58
	F U N D   T O T A L	43,143.58

## T.I. #4-11 H9, LLC

H9 LLC	SEMI-ANNUAL PAYMENT/INTEREST	7,729.01
H9 LLC	SEMI-ANNUAL PAYMENT/PRINCIPAL	5,693.59
	F U N D   T O T A L	13,422.60

## T.I. #IV-7/Kaddatz Hotel

T.I. #IV-7/Kaddatz Hotel

KADDATZ ARTISTS LOFTS LIMITED	SEMI-ANNUAL PAYMENT/INTEREST	990.28
	F U N D   T O T A L	990.28

IRP Revolving Loan

GENERAL FUND	JULY COPIER USE	.10
	F U N D   T O T A L	.10

Small Cities Development Program

SMALL CITIES GRANT FUND	REV LOAN FUND 2023 TRANSFER	514.00-
	F U N D   T O T A L	514.00-

CDBG/HUD Revolving Loan

GENERAL FUND	JULY COPIER USE	7.10
GENERAL FUND	JULY POSTAGE USE	7.32
SMALL CITIES GRANT FUND	REV LOAN FUND 2023 TRANSFER	514.00
	F U N D   T O T A L	528.42

P.I.R. Bond and Interest 2019B

P.I.R. BOND & INTEREST 2019	2023 DEBT SERVICE TRANSFER	13,500.00-
	F U N D   T O T A L	13,500.00-

## G.O. Port Authority Bonds, Series 2020A-DEED Demo

MN DEPT. OF EMPLOYMENT AND	SEMI-ANNUAL PAYMENT/INTEREST	5,121.78
	F U N D   T O T A L	5,121.78

## G.O. Port Authority Bonds, Series 2020B-DEED RLF

MN DEPT. OF EMPLOYMENT AND	SEMI-ANNUAL PAYMENT/PRINCIPAL	17,484.42
	F U N D   T O T A L	17,484.42

## Capital Improvement

ARTHUR, CHAPMAN, KETTERING,	PI 9761 MEDIATION	1,593.75
BANKCARD CENTER	JUNE YARD SIGNS	100.00
BANKCARD CENTER	MATERIALS FOR SUMMERFEST BOOTH	41.06
BANKCARD CENTER	POOL FOR SUMMERFEST	13.95
BANKCARD CENTER	SPLASHPAD/SUMMERFEST BOOTH	14.76
BOLTON & MENK INC	PROF SERV DELAGOON PARK IMP.	11,673.50
BOLTON & MENK INC	PROF SERV UNION AV MILL,OVERLY	214.50
BOLTON & MENK INC	PROF SERV 6/10/23 TO 7/7/23	674.00
CNA SURETY	MN UTILITY PERMIT #71311840	100.00
JOEL CARLSON INC.	AUGUST LEGISLATIVE FEES	2,285.00
CARR'S TREE SERVICE, INC.	ADA TREE REMOVALS	2,367.25
COMSTOCK CONSTRUCTION INC	PAY APP NO 19 PI 9768	159,429.92
COMSTOCK CONSTRUCTION INC	PAY APP NO 4	21,832.53
COMSTOCK CONSTRUCTION INC	PAY APP NO. 20 PI 9768	31,128.51
COMSTOCK CONSTRUCTION INC	PAY APP NO. 5	371,047.88
DELZER CONSTRUCTION	PAY REQUEST NO 1 FRIBERG	5,000.00
FERGUSON WATERWORKS #1657	JUL "PHASE 1" WATER MAIN TO HI	5,846.98
FERGUSON WATERWORKS #1657	JUL FRIBERG AVE PROJECT	219.65
FERGUSON WATERWORKS #1657	JUL FRIBERG AVE PROJECT (TROY)	465.27
FERGUSON WATERWORKS #1657	JUL PHASE 2 FRIBERG AVE PROJE	19,562.50
FERGUSON WATERWORKS #1657	JUL S/S HARDWARE FRIBERG PROJE	1,174.64
INTERSTATE ENGINEERING INC.	PROF SERV 4/9/23 TO 6/24/23	9,025.25
INTERSTATE ENGINEERING INC.	PROF SERV 6/14/19-6/17/23	2,505.50
INTERSTATE ENGINEERING INC.	PROF SERV 6/26/23 TO 7/1/2023	3,792.50
INTERSTATE ENGINEERING INC.	PROF SERV. 11/13/22-7/8/2023	3,685.84

## Capital Improvement

VICTOR LUNDEEN COMPANY	JULY CONSTRUCTION HANDOUTS	63.12
MOORE ENGINEERING INC	FINAL DESIGN STANTON AVE	8,917.50
MOORE ENGINEERING INC	PROF SERVICE LINCOLN, UNION	26,584.19
SIGN GUYS LLC	LAKE ALICE YARD SIGN	30.00
STANTEC CONSULTING SERVICE INC	PROF SERV RTC STABILIZATION	690.59
STANTEC CONSULTING SERVICE INC	RTC PHASE 3 CREDIT INV	.39-
TERRACON CONSULTANTS INC	GEOTECH SERVICES	5,000.00
	F U N D   T O T A L	695,079.75

## P.I.R. Project 2019

P.I.R. BOND & INTEREST 2019	2023 DEBT SERVICE TRANSFER	13,500.00
	F U N D   T O T A L	13,500.00

## Liquor Store

THE AMERICAN BOTTLING COMPANY	AUGUST/MIX	300.24
THE AMERICAN BOTTLING COMPANY	JULY/MIX	674.75
ARCTIC GLACIER USA INC	JULY/FREIGHT      #3602320906	15.00
ARCTIC GLACIER USA INC	JULY/FREIGHT      #3603319505	25.00
ARCTIC GLACIER USA INC	JULY/FREIGHT      #3603320204	15.00
ARCTIC GLACIER USA INC	JULY/FREIGHT      #3603320207	25.00
ARCTIC GLACIER USA INC	JULY/ICE            #3602320906	804.39
ARCTIC GLACIER USA INC	JULY/ICE            #3603319505	253.94
ARCTIC GLACIER USA INC	JULY/ICE            #3603320204	347.97
ARCTIC GLACIER USA INC	JULY/ICE            #3603320207	207.45
ARTISAN BEER COMPANY	AUGUST/BEER	943.70
ARTISAN BEER COMPANY	AUGUST/MIX	145.30
ARTISAN BEER COMPANY	JULY/BEER	1,548.90
ARTISAN BEER COMPANY	JULY/MIX	108.40
BANKCARD CENTER	JUNE DRY ERASE WALL CALENDAR	26.82
BANKCARD CENTER	JUNE MOOD PANDORA	57.86
BELLBOY CORPORATION	JULY/FREIGHT	37.53
BELLBOY CORPORATION	JULY/LIQUOR	3,898.53
BELLBOY CORPORATION	JULY/MIX	641.10



## Liquor Store

BEVERAGE WHOLESALERS INC	AUGUST/BEER	10,134.30
BEVERAGE WHOLESALERS INC	AUGUST/MIX	43.60
BEVERAGE WHOLESALERS INC	AUGUST/WINE	22.20
BEVERAGE WHOLESALERS INC	JULY/BEER	84,950.34
BEVERAGE WHOLESALERS INC	JULY/LIQUOR	5,551.32
BEVERAGE WHOLESALERS INC	JULY/MIX	650.85
BEVERAGE WHOLESALERS INC	JULY/WINE	818.90
BRAUN VENDING INC	JULY SUPPLIES-WATER	56.00
BREAKTHRU BEVERAGE MINNESOTA	AUGUST/BEER	172.00
BREAKTHRU BEVERAGE MINNESOTA	AUGUST/FREIGHT	96.06
BREAKTHRU BEVERAGE MINNESOTA	AUGUST/LIQUOR	4,822.90
BREAKTHRU BEVERAGE MINNESOTA	AUGUST/MIX	422.39
BREAKTHRU BEVERAGE MINNESOTA	AUGUST/WINE	528.00
BREAKTHRU BEVERAGE MINNESOTA	JULY/FREIGHT	453.70
BREAKTHRU BEVERAGE MINNESOTA	JULY/LIQUOR	28,750.11
BREAKTHRU BEVERAGE MINNESOTA	JULY/MIX	387.63
BREAKTHRU BEVERAGE MINNESOTA	JULY/WINE	8,037.00
CARLOS CREEK WINERY	JULY/WINE	576.00
CAYAN	JULY 2023 MONTHLY SERVICE FEE	160.37
VIKING COCA-COLA BOTTLING CO	JULY/MIX	525.80
COPPER TRAIL BREWING CO	JULY/BEER	669.00
D-S BEVERAGES, INC.	AUGUST/BEER	8,709.75
D-S BEVERAGES, INC.	AUGUST/LIQUOR	273.40
D-S BEVERAGES, INC.	AUGUST/MIX	265.35
D-S BEVERAGES, INC.	JULY/BEER	52,295.63
D-S BEVERAGES, INC.	JULY/LIQUOR	6,529.64
D-S BEVERAGES, INC.	JULY/MIX	1,690.55
D-S BEVERAGES, INC.	JULY/WINE	317.50
DACOTAH PAPER CO	JULY BOX CUTTERS, TAPE, BAGS,	229.24
DACOTAH PAPER CO	JULY ROLL THERMAL, BAGS	454.05
EZ OPEN GARAGE DOOR	JULY DOCK DOOR SEAL INSTALL	1,071.00
FERGUS BREWING COMPANY LLC	JULY/BEER	524.00
GENERAL FUND	JULY LONG DISTANCE CHARGES	3.99
GREAT PLAINS NATURAL GAS CO	JULY NATURAL GAS EXPENSE	24.70
JB ELECTRIC	JULY COOLER DOOR WORK	1,399.00
JOHNSON BROTHERS LIQUOR CO	AUGUST/BEER	240.00
JOHNSON BROTHERS LIQUOR CO	AUGUST/FREIGHT	109.08
JOHNSON BROTHERS LIQUOR CO	AUGUST/LIQUOR	4,889.30
JOHNSON BROTHERS LIQUOR CO	AUGUST/WINE	1,268.00
JOHNSON BROTHERS LIQUOR CO	JULY/FREIGHT	531.37
JOHNSON BROTHERS LIQUOR CO	JULY/LIQUOR	12,801.87
JOHNSON BROTHERS LIQUOR CO	JULY/MIX	834.05
JOHNSON BROTHERS LIQUOR CO	JULY/WINE	9,096.05

## Liquor Store

LAKE REGION HEALTHCARE CORP	JUNE PRE-EMPLOY DRUG SCREEN	37.50
LAKES COUNTRY SERVICE COOP	JUNE PRE-EMPLOY DRUG SCREEN	35.00
NATURES GARDEN WORLD	JUNE FLOWERS	631.60
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	91.28
PEPSI BEVERAGE COMPANY	JULY/MIX	375.15
PHILLIPS WINE & SPIRITS CO	AUGUST/FREIGHT	173.72
PHILLIPS WINE & SPIRITS CO	AUGUST/LIQUOR	3,984.40
PHILLIPS WINE & SPIRITS CO	AUGUST/WINE	2,306.35
PHILLIPS WINE & SPIRITS CO	JULY/FREIGHT	416.96
PHILLIPS WINE & SPIRITS CO	JULY/LIQUOR	13,917.76
PHILLIPS WINE & SPIRITS CO	JULY/MIX	1,053.52
PHILLIPS WINE & SPIRITS CO	JULY/WINE	4,184.45
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	654.33
SMALL LOT MN	JULY/FREIGHT	18.00
SMALL LOT MN	JULY/WINE	1,754.24
SOUTHERN GLAZER'S OF MN	AUGUST/FREIGHT	246.36
SOUTHERN GLAZER'S OF MN	AUGUST/LIQUOR	3,195.95
SOUTHERN GLAZER'S OF MN	AUGUST/MIX	108.00
SOUTHERN GLAZER'S OF MN	AUGUST/WINE	1,957.12
SOUTHERN GLAZER'S OF MN	JULY/FREIGHT	220.60
SOUTHERN GLAZER'S OF MN	JULY/LIQUOR	13,737.13
SOUTHERN GLAZER'S OF MN	JULY/MIX	175.00
SOUTHERN GLAZER'S OF MN	JULY/WINE	3,904.00
TOTAL REGISTER SYSTEMS	FTP MONTHLY SERVICE	32.21
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	128.08
VINOCOPIA INC	JULY/FREIGHT	50.00
VINOCOPIA INC	JULY/LIQUOR	447.42
VINOCOPIA INC	JULY/MIX	240.00
VINOCOPIA INC	JULY/WINE	2,458.25
WINE MERCHANTS INC	JULY/FREIGHT	1.72
WINE MERCHANTS INC	JULY/WINE	336.00
	F U N D   T O T A L	318,334.97

## Refuse Disposal

ALBANY RECYCLING CENTER INC	JULY RECYCLING	2,367.59
AMERICAN DOOR WORKS	JULY LANDFILL N DOOR REPAIR	1,775.51
BANKCARD CENTER	JUNE S.THUNSELLE S.W. RENEWAL	15.32
BANKCARD CENTER	JUNE WHEEL BEARING,ROLLER BODY	50.59

## Refuse Disposal

WASTE MANAGEMENT	07/01-07/15/23 PRO SERVICES	3,237.34
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	42,700.75
FASTENAL COMPANY	JUL REFUSE SAFETY VENDING	92.84
GENERAL FUND	JULY LONG DISTANCE CHARGES	.86
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG SCREEN	35.00
METRO SALES, INC	06/18-07/17/23 COPIER RENT	16.56
METRO SALES, INC	06/18-07/17/23 COPIER USAGE	9.96
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	28.51
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	2,225.90
SHERWIN WILLIAMS CO	JUL DUMPSTER PAINT BROWN	78.50
SHERWIN WILLIAMS CO	JUL DUMPSTER PAINT SW6076	798.77
SHERWIN WILLIAMS CO	JUL DUMPSTER PAINT TURKISH COF	78.50
SHERWIN WILLIAMS CO	JUL PAINT THINNER FOR DUMPSTER	31.09
SHERWIN WILLIAMS CO	JUL TURKISH COFFEE DUMPSTER PA	80.12
SHERWIN WILLIAMS CO	JUL TURKISH COFFEE DUPSTER PAI	159.58
SIGELMAN STEEL & SALVAGE CO	JUL DUMPSTER SHEETING	227.13
SIGELMAN STEEL & SALVAGE CO	JUL DUMPSTER SHEETS	227.14
SIGELMAN STEEL & SALVAGE CO	JUL 4X8X16 DUMPSTER METAL	939.40
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	25.94
	F U N D   T O T A L	55,202.90

## Sewage Treatment

BANKCARD CENTER	JUNE COMPACT REFRIGERATOR	322.11
BANKCARD CENTER	JUNE FOAMING ROOT CONTROL	246.00
BANKCARD CENTER	JUNE MN WASTEWATER OPERATOR A	285.00
BANKCARD CENTER	JUNE TRAVEL / LODGING	221.89
BANKCARD CENTER	JUNE WASTEWATER OPERATOR A	285.00
BANKCARD CENTER	MAY TRAVEL / MEAL	12.70
BANKCARD CENTER	MAY TRAVEL/LODGING	196.71
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	12,335.41
FASTENAL COMPANY	JUL SEWER SAFETY VENDING	92.84
FERGUSON WATERWORKS #1657	JUL 24X36X2" HDPE M/HOLE ADJ R	44.25
GENERAL FUND	JULY LONG DISTANCE CHARGES	9.87
NAPA AUTO PARTS - FERGUS FALLS	JULY IND. BELT	38.99
GOPHER STATE ONE CALL	JULY BILLABLE TICKETS	75.15
GREAT PLAINS NATURAL GAS CO	JULY NATURAL GAS EXPENSE	1,460.83
HAWKINS INC	JULY CYLINDERS	40.00
HAWKINS INC	MAY CYLINDERS	50.00

## Sewage Treatment

L & S ELECTRIC INC	JULY KIT FOR GA500 DRIVE	116.68
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG SCREEN	35.00
LEWIS MOTOR REPAIR	JULY SIEMENS 10HP, INST.C FACE	1,137.09
LOCATORS & SUPPLIES INC	JUL MARKING PAINT (MARCIA)	107.98
MESERB	CONF. REGISTRATION M.LEMKE	150.00
MESERB	JULY 2023-24 MEMBER ASSESSMENT	4,943.00
METRO SALES, INC	06/18-07/17/23 COPIER RENT	16.56
METRO SALES, INC	06/18-07/17/23 COPIER USAGE	9.97
MIDWEST DRAIN EQUIPMENT CO INC	JUL 3" ROOT SAW (TRAVIS)	102.70
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	28.51
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	4,097.75
RMB ENVIRONMENTAL LABORATORIES	JULY ANALYSIS	2,088.27
RMB ENVIRONMENTAL LABORATORIES	JUNE ANALYSIS	152.46
RMB ENVIRONMENTAL LABORATORIES	MAY ANALYSIS	194.28
SPEE*DEE DELIVERY SERVICE INC	JULY SHIPPING	121.26
STENERSON BROTHERS LUMBER CO	JUL 6" LAG BOLT (MARCIA)	9.00
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	117.30
WADENA ASPHALT INC	JUL BIT MIX N LAKE STREET	1,050.00
	F U N D   T O T A L	30,194.56

## Water

ADMINISTRATOR'S CONTINGENCY FD	JULY UTILITIES OVERPAYMENT	81.65
ADMINISTRATOR'S CONTINGENCY FD	JULY UTILITIES REFUND	79.00
ANDERSON BROTHERS CONSTRUCTION	COMMERCIAL WATER 2,200 GAL	8.21-
ANDERSON BROTHERS CONSTRUCTION	HYDRANT RENT 5/8/23-7/10/23	211.50-
ANDERSON BROTHERS CONSTRUCTION	3" HYDRANT METER DEPOSIT	260.00
BANKCARD CENTER	JUNE OTTERBOX REPLACE HOLSTER	35.91
BANKCARD CENTER	MAY FEMALE THREADED CHECK VALV	70.48
COOPERS TECHNOLOGY GROUP	JULY HEAVY-DUTY BINDERS	77.58
CORE & MAIN LP	JUL HYD REBUILD KIT (HAMPTON)	5,969.57
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	4,712.58
EZ OPEN GARAGE DOOR	JUNE OVERHEAD DOOR	3,595.00
FASTENAL COMPANY	JUL WATER SAFETY VENDING	92.84
FASTENAL COMPANY	JULY S/S HCS 5/8-11X3 1/2	51.26
FERGUSON WATERWORKS #1657	JUL ANTENNA BASE FOR MRX 920	305.00
FERGUSON WATERWORKS #1657	JUL STOCK 1.25X8'X1.5 CURB BOX	798.66
FERGUSON WATERWORKS #1657	JUL STOCK 3/4" CTS PJ COUPLERS	171.72
FERGUSON WATERWORKS #1657	JUL TEMP UTILITY PLUMBING	767.16

## Water

FERGUSON WATERWORKS #1657	JUL 2" & 1.5" MACH 10 R900I ME	2,152.92
FERGUSON WATERWORKS #1657	JUL 2"X100' EPDM SUC HOSE	485.00
FERGUSON WATERWORKS #1657	JUL 5/8" METER REGISTERS T10	2,831.92
FERGUSON WATERWORKS #1657	JUN CREDIT 3" MACH 10 R900I ME	2,935.00-
GENERAL FUND	JULY COPIER USE	73.10
GENERAL FUND	JULY LONG DISTANCE CHARGES	14.36
GENERAL FUND	JULY POSTAGE USE	291.24
GOIN' POSTAL FERGUS FALLS	JULY SHIPPING	21.25
GOPHER STATE ONE CALL	JULY BILLABLE TICKETS	75.15
GRAINGER INC	JUL HOSE CLAMPS FRIBERG AVE	75.66
GRAYMONT (WI) LLC	JULY HIGH CALCIUM QUICKLIME	8,336.99
GREAT PLAINS NATURAL GAS CO	JULY NATURAL GAS EXPENSE	1,109.68
HAWKINS INC	JULY AMMONIA ANHYDROUS	411.60
HAWKINS INC	JULY CHLORINE	2,214.00
HAWKINS INC	JULY CYLINDERS	20.00
HAWKINS INC	JULY FERRIC SULFATE W/FUEL CHG	2,057.27
HAWKINS INC	JULY HYDROFLUOSILICIC ACID	1,070.70
HAWKINS INC	JULY LPC-5	2,509.65
HAWKINS INC	MAY CORROSIVE MATERIALS	530.75
HAWKINS INC	MAY ROLLER ASSEMBLY	96.44
HOME DEPOT CREDIT SERVICES	JUL EXTENSION CORD (CHAD WTP)	119.88
LAKE REGION HEALTHCARE CORP	JUNE PRE-EMPLOY DRUG SCREEN	37.50
LAKES COUNTRY SERVICE COOP	MAY RANDOM DRUG SCREEN	35.00
VICTOR LUNDEEN COMPANY	JULY UTILITIES HOOK-UP FORMS	623.70
MAXAIR, LLC	JUNE 5 GAL S9000 OIL,SERV.KIT	1,240.28
MEDTOX LABORATORIES INC	JUNE PRE-EMPLOY DRUG SCREEN	33.40
METRO SALES, INC	06/08-07/07/23 COPIER RENT	63.68
METRO SALES, INC	06/08-07/07/23 COPIER USAGE	6.19
METRO SALES, INC	06/18-07/17/12 COPIER RENT	16.56
METRO SALES, INC	06/18-07/17/12 COPIER USAGE	9.97
MIDWEST PRINTING COMPANY	JULY DOOR HANGERS	35.00
NATIONAL SEALANT & CONCRETE	HYD METER DEPOSIT REC 230094	260.00
NATIONAL SEALANT & CONCRETE	20,400 GAL @ \$3.73/1,000	76.10-
NATIONAL SEALANT & CONCRETE	3" HYD METER RENT	67.07-
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	28.51
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	180.06
RMB ENVIRONMENTAL LABORATORIES	JULY 1ST HALF BACT. MONITORING	223.25
RMB ENVIRONMENTAL LABORATORIES	JULY 2ND HALF BACT. MONITORING	196.02
SYSTEMS INTEGRATORS	IMSA CERTIFICATION T.OLSON	1,285.00
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	289.53
	F U N D   T O T A L	42,831.74

## Storm Water

BANKCARD CENTER	JUNE FOAMING ROOT CONTROL	82.00
CORE & MAIN LP	JUL CATCH BASIN 24" SQUARE GRA	2,116.51
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	11,236.00
FERGUSON WATERWORKS #1657	JUN 23X23 VANE GRATE PEBBLE LA	348.60
GOPHER STATE ONE CALL	JULY BILLABLE TICKETS	75.15
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	35.01
	F U N D   T O T A L	13,893.27

## Equipment

AMERICAN WELDING & GAS, INC	JUL CARBON DIOXIDE (SHOP)	51.88
AMERICAN WELDING & GAS, INC	JUL FORKLIFT PROPANE	168.00
AMERICAN WELDING & GAS, INC	JUL O2/ARGON&CARBON DIO/ACETYL	254.78
AMERICAN WELDING & GAS, INC	JUL SHIELD CUP/ 60A TIP FAB SH	223.75
AMERICAN WELDING & GAS, INC	JUL SUPERARC/TIPS/ARGON-CARBON	560.57
AMERICAN WELDING & GAS, INC	JUL 4.5" CUTT OF WHEELS	55.04
AMERICAN WELDING & GAS, INC	JUL 60A TIP (FAB SHOP)	138.60
AUTO VALUE - FERGUS FALLS	JUL A/C DRIER FILTER (STK)	86.54
AUTO VALUE - FERGUS FALLS	JUL AIR FILTER PARK GLEN	18.98
AUTO VALUE - FERGUS FALLS	JUL AIR FILTER UNIT 2098	9.91
AUTO VALUE - FERGUS FALLS	JUL AIR FILTER UNIT 216	76.71
AUTO VALUE - FERGUS FALLS	JUL AIR FILTER UNIT 227	57.64
AUTO VALUE - FERGUS FALLS	JUL BELTS FOR UNIT 80	75.98
AUTO VALUE - FERGUS FALLS	JUL BELTS/TENSIONERS UNIT 80	158.96
AUTO VALUE - FERGUS FALLS	JUL BRACKETED CALIPER	55.56
AUTO VALUE - FERGUS FALLS	JUL BRAKE PADS UNIT 4	108.98
AUTO VALUE - FERGUS FALLS	JUL CREDIT CALIPER	55.56-
AUTO VALUE - FERGUS FALLS	JUL CREDIT RETURNED PARTS	335.21-
AUTO VALUE - FERGUS FALLS	JUL DEF FLUID (LANDFILL)	27.98
AUTO VALUE - FERGUS FALLS	JUL DEF FLUID (SHOP)	58.96
AUTO VALUE - FERGUS FALLS	JUL DEX/MERCON ATF UNIT 493	111.95
AUTO VALUE - FERGUS FALLS	JUL FAN BELT UNIT 216	55.99
AUTO VALUE - FERGUS FALLS	JUL FEMALE DIN 24 HYD FITTING	54.58
AUTO VALUE - FERGUS FALLS	JUL FEMALE JIC 37 FITTINGS 493	20.38
AUTO VALUE - FERGUS FALLS	JUL FEMALE JIC 37 HYD FITTING	20.38
AUTO VALUE - FERGUS FALLS	JUL FUEL FILTERS UNIT 239	57.32
AUTO VALUE - FERGUS FALLS	JUL GREASE ZERKS (CODY)	59.50
AUTO VALUE - FERGUS FALLS	JUL HVAC CONTROL VACUUM U-16	6.49
AUTO VALUE - FERGUS FALLS	JUL MALE DIN 24 HYD FITTINGS	72.78

## Equipment

AUTO VALUE - FERGUS FALLS	JUL MALE PIPE FITTINGS U-493	17.18
AUTO VALUE - FERGUS FALLS	JUL MEGA FLEX HYD HOSE M2T	414.00
AUTO VALUE - FERGUS FALLS	JUL OIL FILTER UNIT 2091	4.41
AUTO VALUE - FERGUS FALLS	JUL OIL FILTER UNIT 226	38.07
AUTO VALUE - FERGUS FALLS	JUL OIL FILTER UNIT 58	4.41
AUTO VALUE - FERGUS FALLS	JUL OIL FILTERS UNIT 959	8.82
AUTO VALUE - FERGUS FALLS	JUL O2 SENSOR UNIT 80	79.99
AUTO VALUE - FERGUS FALLS	JUL PAG OIL/A/C SERVICE CAPS	42.94
AUTO VALUE - FERGUS FALLS	JUL PARK BRAKE CABLE/LANYARD	7.99
AUTO VALUE - FERGUS FALLS	JUL SAND BLAST BEADS (SHOP)	80.67
AUTO VALUE - FERGUS FALLS	JUL STARTING FLUID (SHOP)	13.47
AUTO VALUE - FERGUS FALLS	JUL STARTING FLUID/PARTS CLNR	126.24
AUTO VALUE - FERGUS FALLS	JUL STOCK FILTER ORDER	78.15
AUTO VALUE - FERGUS FALLS	JUL STOCK HYD FITTINGS	88.56
AUTO VALUE - FERGUS FALLS	JUL STOCK HYD FITTINGS/BULBS	97.54
AUTO VALUE - FERGUS FALLS	JUL STOCK OIL FILTERS	76.14
AUTO VALUE - FERGUS FALLS	JUL STOCK PARTS ORDER	66.82
AUTO VALUE - FERGUS FALLS	JUL STOCK 3157 BULBS	5.49
AUTO VALUE - FERGUS FALLS	JUL WINDSHIELD WASHER PUMP	16.99
BANKCARD CENTER	JUNE CRANKSHAFT SEAL UNIT 954	40.06
BANKCARD CENTER	JUNE DISPOSABLE GLOVES	218.00
BANKCARD CENTER	JUNE MOTOR FUEL	40.51
BANKCARD CENTER	JUNE OIL-DRI BUCKET SPILL KIT	119.07
BANKCARD CENTER	JUNE PAINT CUPS, SPRAY GUN	39.71
BANKCARD CENTER	JUNE SEAT CUSHION,STEERING CVR	69.24
BANKCARD CENTER	JUNE TRANSFER PUMP,JAW LOCKING	96.60
BANKCARD CENTER	JUNE 20 GAL SPILL RESERVE KIT	402.50
BANKCARD CENTER	JUNE 4PC MACHINERY MOVER	156.99
BANKCARD CENTER	2102 SETUP	381.00
BERTS TRUCK EQUIPMENT OF MHD	JUL LIFTMORE WINCH CONTROL U50	155.80
CODE 4 SERVICES INC	TEARDOWN UNIT #2089	691.60
CODE 4 SERVICES INC	2102 SETUP	3,101.10
COSSETTE ELECTRIC LLC	JUL WIRE IN GARAGE DOOR OPENER	146.51
EQUIPMENT FUND	AUGUST EQUIPMENT RENT	1,666.69
EQUIPMENT FUND	RECEIPT AUGUST EQUIPMENT RENT	186,809.33-
EZ OPEN GARAGE DOOR	JULY WEST DOOR CITY SHOP	18,296.00
FARGO FREIGHTLINER	JUL BATTERY BOX COVER U-243	161.00
FASTENAL COMPANY	JUL GLASS CLEANER (SHOP)	16.00
FASTENAL COMPANY	JUL M6-1.0X18 BOLTS UNIT 493	6.17
FASTENAL COMPANY	JUL O-RINGS UNIT 483	9.50
FASTENAL COMPANY	JUL SHOP SAFETY VENDING	37.94
FASTENAL COMPANY	JUL SHOP SUPPLY VENDING	142.73
FASTENAL COMPANY	JUL STOCK #13 O-RINGS	.32

## Equipment

FORKLIFTS OF MINNESOTA, INC	JUL VALVE COVER GASKET U-496	30.39
GENERAL FUND	JULY LONG DISTANCE CHARGES	10.78
NAPA AUTO PARTS - FERGUS FALLS	JUL CREDIT RETURNED HYD FITTIN	65.98-
NAPA AUTO PARTS - FERGUS FALLS	JUL GASKET MATERIAL UNIT 496	10.29
NAPA AUTO PARTS - FERGUS FALLS	JUL HYD HOSE FITTINGS	65.98
NAPA AUTO PARTS - FERGUS FALLS	JUL 2 3/8" SOCKET (CODY SHOP)	45.99
INLAND TRUCK PARTS COMPANY	JUL 24" DRIVE SHAFT UNIT 241	842.72
INTERSTATE BATTERY SYSTEM	JUL MTP-94R BATTERY U-2098	160.95
JORGENSONS TOOLS LLC	JUL REPAIR 3/8" IMPACT	149.99
LAKEWAY EXPRESS LLC	JUL NON OXYGENATED FUEL	45.18
LEADERS DISTRIBUTING	JUL REPAIR HOSE/SQUEEGEE	580.05
MTI DISTRIBUTING INC	JUL DOOR SPRINGS UNIT 958	171.42
MTI DISTRIBUTING INC	JUL HUB UNIT 1189	549.28
MTI DISTRIBUTING INC	JUL HYD CYLINDER/BEARING U-958	1,078.01
MTI DISTRIBUTING INC	JUL IDLER PULLEY UNIT 954	183.35
MTI DISTRIBUTING INC	JUL LH DOOR ASSM UNIT 958	1,075.45
MTI DISTRIBUTING INC	JUL PULLEY/IDLER KIT UNIT 954	177.39
MTI DISTRIBUTING INC	JUL STOCK TORO BEARINGS	526.21
MTI DISTRIBUTING INC	JUL STUD/NUT UNIT 958	58.07
MCNEILUS TRUCK & MFG CO	JUL STOCK REEVING CABLE	433.03
MINNESOTA MOTOR COMPANY	JUL PIGTAIL CONNECTOR U-225	30.79
NELSON AUTO CENTER	JUL BRAKE PADS UNIT 2093	105.97
NELSON INTERNATIONAL	JUL RADIATOR MOUNT HRDWR U241	271.96
NELSON INTERNATIONAL	JUL SLACK ADJ/TAIL LIGHT U-241	203.10
NORTH CENTRAL EMERGENCY VEHICL	JUL AIR HORN SOL VALVE R-3	114.11
NORTHERN ENGINE AND SUPPLY INC	JUL HYD HOSES UNIT 280	1,403.92
NORTHWEST TIRE INC	JUL ALIGNMENT/STEERING SENSOR	148.99
NORTHWEST TIRE INC	TIRE REPAIR 2097	33.78
OLSON OIL COMPANY INC	JUL PREM RED DIESEL (LANDFILL)	3,148.83
OLYMPIC SALES INC	JUL HANDLE BRACKET UNIT 227	74.90
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	64.15
POLICE DEPT CONTINGENCY FUND	TABS FOR 2099	14.25
POMP'S TIRE SERVICE INC	JUL 11R22.5 MAXTREAD BDM	735.00
POMP'S TIRE SERVICE INC	JUL 255/70R22.5 BTL-SA	690.66
POMP'S TIRE SERVICE INC	JUL 255/70R22.5 BTL-SA TIRES	621.00
PRODUCTIVITY PLUS ACCOUNT	JUL COUPLER PARTS UNIT 283	2,812.79
PRODUCTIVITY PLUS ACCOUNT	JUL DRIVE LINE PARTS UNIT 284	492.30
PUBLIC UTILITIES DEPARTMENT	JULY PUBLIC UTILITIES	644.36
SANITATION PRODUCTS INC	JUL HOSE REEL SHOE UNIT 262	123.43
SHERWIN WILLIAMS CO	JUL FLEX PRO HOSE UNIT 495	55.00
SHERWIN WILLIAMS CO	JUL PAINT SPRAYER PACKING NUT	96.99
SOYSOLV BIOSOLVENTS LLC	JUL SOY SOLV AR (SHOP)	485.00
SWANSTON EQUIPMENT CO	JUL DRIVE MOTOR/MOUNT/DRIVESHA	7,597.73



## Equipment

SWANSTON EQUIPMENT CO	JUL FILTERS FOR UNIT 239	416.78
SWANSTON EQUIPMENT CO	JUL HARPER LATCH UNIT 461	83.27
SWANSTON EQUIPMENT CO	JUL MISC PARTS ORDER UNIT 239	1,347.13
VERIZON WIRELESS	JULY CELL PHONE EXPENSE	82.24
	F U N D   T O T A L	129,262.01-

## Employees Insurance

LAKES COUNTRY SVC COOP	AUGUST HEALTH INSURANCE	172,206.02
SUN LIFE FINANCIAL	AUGUST LIFE INSURANCE	3,078.60
	F U N D   T O T A L	175,284.62

## Flexible Benefit Agency

WEX	2023 FLEX PLAN REIMB	3,281.65
	F U N D   T O T A L	3,281.65

## PEG Access

MINNESOTA UC FUND	2ND QUARTER UNEMPLOYMENT TAX	24.00
	F U N D   T O T A L	24.00

## Fergus Falls Convention and Visitor's Bureau, Inc.

ADMINISTRATOR'S CONTINGENCY FD	MUSIC-MS RIDE	150.00
ADVENTURE CYCLING ASSOCIATION	JULY WEB AD	520.00
ADVENTURE CYCLING ASSOCIATION	JULY-AUG AD/ADVENTURE CYCLIST	736.00

8/07/2023

R E S O L U T I O N   R E C O R D

Fergus Falls Convention and Visitor's Bureau, Inc.

ADVENTURE CYCLING ASSOCIATION	MARKET PLACE ADVERTISER	312.00
BANKCARD CENTER	JULY CORE UPGRADE,PLUGIN UPDAT	55.00
BANKCARD CENTER	JUNE CORE UPGRADE,PLUGIN UPDAT	55.00
BANKCARD CENTER	JUNE INTERNET	44.99
BANKCARD CENTER	JUNE INTERNET ON TABLET	5.55
BANKCARD CENTER	JUNE MAILING VISITOR GUIDES	450.68
BCBS OF MINNESOTA	AUGUST HEALTH INSURANCE	990.06
FERGUS FALLS CONVENTION &	MAY 2023 LODGING TAX	13,555.92-
FERGUS FALLS CONVENTION &	MAY 2023 LODGING TAX ADMIN	406.68
GENERAL FUND	JULY LONG DISTANCE CHARGES	1.36
GENERAL FUND	JULY POSTAGE USE	35.70
MINNESOTA UC FUND	2ND QUARTER UNEMPLOYMENT TAX	28.00
OTTER TAIL TELCOM	AUG. TELEPHONE LINES	21.38
THE RENTAL STORE	JULY TENT, TABLES, PA SYSTEM	1,098.23
VERIZON WIRELESS	AUGUST CELL PHONE EXPENSE	117.39
	F U N D   T O T A L	8,527.90-
	T O T A L   A L L   F U N D S	2,264,250.85

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 AUGUST 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

8/07/2023

R E S O L U T I O N   R E C O R D

COMM OF FINANCE, TREAS DIV	97.25
4M FUND	63.58
MN DEPT. OF EMPLOYMENT AND	22,606.20
MINNESOTA UC FUND	59.03
OTTER TAIL COUNTY HIGHWAY DEPT	16.89
OTTER TAIL COUNTY TREASURER	194.49
STATE TREASURER	8,494.41
A-1 LOCK & KEY LLC	195.00
ARC DOCUMENT SOLUTIONS LLC	217.19
ADMINISTRATOR'S CONTINGENCY FD	1,616.40
ADVENTURE CYCLING ASSOCIATION	1,568.00
ALBANY RECYCLING CENTER INC	2,367.59
THE AMERICAN BOTTLING COMPANY	974.99
AMERICAN DOOR WORKS	1,775.51
AICPA (PAYMENT - DUES)	340.00
ARAMARK UNIFORM SERVICES	35.19
ARAMARK	821.77
AMERICAN WELDING & GAS, INC	1,452.62
AMERITAS	3,572.78
ANDERSON BROTHERS CONSTRUCTION	24.08
SEAN ANDERSON	891.12
ARCTIC GLACIER USA INC	1,693.75
ARTHUR, CHAPMAN, KETTERING,	1,593.75
ARTISAN BEER COMPANY	2,746.30
ASPEN MILLS INC	258.02
AUTO VALUE - FERGUS FALLS	2,199.58
AVESIS THIRD PARTY ADMIN INC	30.14
BAKER & TAYLOR INC	4,058.45
BANKCARD CENTER	14,346.22
BARRY CONST OF FERGUS FALLS	600.00
BATTLE LAKE REVIEW	32.00
BELLBOY CORPORATION	4,577.16
BERTS TRUCK EQUIPMENT OF MHD	155.80
BEVERAGE WHOLESALERS INC	102,171.51
BEYER BODY SHOP, INC.	250.00
BIG AXX LLC	633.00
BCBS OF MINNESOTA	990.06
BOLTON & MENK INC	12,562.00
BRADCO RESTORATION, INC	2,500.00
BRAUN VENDING INC	56.00
BREAKTHRU BEVERAGE MINNESOTA	43,669.79
CNA SURETY	100.00
CARDCONNECT	27.26
CARLOS CREEK WINERY	576.00
JOEL CARLSON INC.	2,285.00
CARR'S TREE SERVICE, INC.	2,367.25
CAYAN	160.37

8/07/2023

R E S O L U T I O N   R E C O R D

CHARTER COMMUNICATIONS	182.95
MARK CHRISTOPHERSON	3,000.00
CLOVER	321.92
VIKING COCA-COLA BOTTLING CO	525.80
CODE 4 SERVICES INC	3,792.70
COMSTOCK CONSTRUCTION INC	583,438.84
COOPERS TECHNOLOGY GROUP	152.94
COPPER TRAIL BREWING CO	669.00
CORE & MAIN LP	8,086.08
COSSETTE ELECTRIC LLC	13,761.62
D-S BEVERAGES, INC.	70,081.82
DACOTAH PAPER CO	2,696.48
DAILY JOURNAL	837.14
WASTE MANAGEMENT	3,237.34
DELUXE BUSINESS FORMS & SUP	193.38
DELZER CONSTRUCTION	5,600.00
DIAMOND VOGEL PAINTS	5,461.80
EZ OPEN GARAGE DOOR	23,644.00
FARGO FREIGHTLINER	161.00
FASTENAL COMPANY	785.08
FERGUS BREWING COMPANY LLC	524.00
F. F. AREA FAMILY YMCA	8,333.33
F F UMPIRES ASSOCIATION	1,736.00
FERGUS HOME & HARDWARE	19.99
FERGUS WELL COMPANY	288.00
FERGUSON WATERWORKS #1657	32,239.27
FIRE-N-ICE HEATING & AIR COND	562.50
FORKLIFTS OF MINNESOTA, INC	30.39
GALLS LLC	1,063.32
NAPA AUTO PARTS - FERGUS FALLS	95.27
GOIN' POSTAL FERGUS FALLS	21.25
GOPHER STATE ONE CALL	225.45
GRAINGER INC	75.66
GRAYMONT (WI) LLC	8,336.99
GREAT PLAINS FIRE	16,370.00
GREAT PLAINS NATURAL GAS CO	3,924.14
H9 LLC	13,422.60
HAWKINS INC	9,000.41
HEPPNER CONSULTING, INC.	381.10
HOME DEPOT CREDIT SERVICES	627.74
INLAND TRUCK PARTS COMPANY	842.72
INTERSTATE BATTERY SYSTEM	160.95
INTERSTATE ENGINEERING INC.	19,009.09
JB ELECTRIC	3,024.00
JOHNSON BROTHERS LIQUOR CO	29,840.16
JOHNSON CONTROLS INC	1,077.86
JORGENSONS TOOLS LLC	149.99

8/07/2023

R E S O L U T I O N   R E C O R D

KADDATZ ARTISTS LOFTS LIMITED	990.28
KNUTSON LAWN SERVICE	1,450.00
L & S ELECTRIC INC	116.68
LAKE REGION HEALTHCARE CORP	375.00
LAKES COUNTRY SERVICE COOP	280.00
LAKES COUNTRY SVC COOP	172,206.02
LAKEWAY EXPRESS LLC	45.18
LEADERS DISTRIBUTING	580.05
LEITCH EXCAVATING INC	1,200.00
LEWIS MOTOR REPAIR	1,137.09
LOCATORS & SUPPLIES INC	376.42
VICTOR LUNDEEN COMPANY	927.15
M-R SIGN COMPANY INC	393.94
MTI DISTRIBUTING INC	3,819.18
MARCO TECHNOLOGIES LLC	5,140.61
MAXAIR, LLC	1,240.28
MCNEILUS TRUCK & MFG CO	433.03
MEDTOX LABORATORIES INC	233.80
MESERB	5,093.00
METRO SALES, INC	342.41
MIDWEST DRAIN EQUIPMENT CO INC	102.70
MIDWEST PRINTING COMPANY	35.00
MINN-DAKOTA/OTTER TAIL COACHES	95.12
MHSRC/RANGE	1,655.00
MINNESOTA MOTOR COMPANY	30.79
MINNKOTA ENVIROSERVICES INC	88.50
MISSION MECHANICAL INC	12,280.75
MOBOTREX INC	254.00
MOORE ENGINEERING INC	35,501.69
NARDINI FIRE EQUIPMENT CO INC	523.00
NATIONAL SEALANT & CONCRETE	106.26
NATURES GARDEN WORLD	6,494.40
NELSON AUTO CENTER	105.97
NELSON INTERNATIONAL	475.06
NEW HORIZONS ENERGY	202.06
NICE THREADS CUSTOM EMBROIDER	332.00
NORTH CENTRAL EMERGENCY VEHICL	114.11
NORTHERN ENGINE AND SUPPLY INC	1,403.92
NORTHWEST TIRE INC	182.77
NYCKLEMOE & ELLIG, P.A.	7,245.83
OFFICE OF MNIT SERVICES	274.48
OLSON OIL COMPANY INC	3,148.83
OLYMPIC SALES INC	74.90
OTTER COVE CHILDREN'S	150.00
OTTER TAIL POWER COMPANY	1,802.17
OTTER TAIL TELCOM	3,053.62
OTTERTAIL WINDOW CLEANING	3,110.88

8/07/2023

R E S O L U T I O N   R E C O R D

OUTDOOR RENOVATIONS	300.00
PEPSI BEVERAGE COMPANY	375.15
PHILLIPS WINE & SPIRITS CO	26,037.16
POLICE DEPT CONTINGENCY FUND	373.91
POLICE DEPT PETTY CASH	88.35
POMP'S TIRE SERVICE INC	2,046.66
PRINCIPAL CUSTODY SOLUTIONS	3,089.24
PRODUCTIVITY PLUS ACCOUNT	3,305.09
PUBLIC UTILITIES DEPARTMENT	14,286.00
RMB ENVIRONMENTAL LABORATORIES	2,854.28
PAUL R. RATZ	15,187.50
RED RIVER FLAGS	187.75
DEVIN REGER	108.66
THE RENTAL STORE	1,098.23
SANITATION PRODUCTS INC	123.43
SHERWIN WILLIAMS CO	7,782.38
SIGELMAN STEEL & SALVAGE CO	1,393.67
SIGN GUYS LLC	30.00
SMALL LOT MN	1,772.24
SOUTHERN GLAZER'S OF MN	23,544.16
SOYSOLV BIOSOLVENTS LLC	485.00
SPEE*DEE DELIVERY SERVICE INC	121.26
STANTEC CONSULTING SERVICE INC	690.20
STEIN'S INC	1,278.80
STENERSON BROTHERS LUMBER CO	9.00
SUN LIFE FINANCIAL	3,078.60
SUNSET LAW ENFORCEMENT LLC	8,038.30
SUNSET RIDGE APARTMENTS OF	43,143.58
SWANSTON EQUIPMENT CO	9,473.70
KEVIN J SWENSON	405.00
SYSTEMS INTEGRATORS	1,285.00
TWEETON REFRIGERATION	180.00
TAG-UP	613.90
TANGENT COMPUTERS INC	1,495.00
THE PARK CATALOG	1,957.00
TERRACON CONSULTANTS INC	5,000.00
TOTAL REGISTER SYSTEMS	32.21
UGSTAD PLUMBING INC	620.00
USABLE LIFE	77.00
US BANK EQUIPMENT FINANCE	865.34
VERIZON WIRELESS	3,011.06
VIKING LIBRARY SYSTEM	130.00
VINCO INC	759.08
VINOCOPIA INC	3,195.67
WADENA ASPHALT INC	5,532.00
WELLS FARGO - INVESTMENTS	662,490.42
WEX	3,406.65

8/07/2023

R E S O L U T I O N   R E C O R D

WIMACTEL INC

396.00

WINE MERCHANTS INC

337.72

TOTAL OTHER GOVERNMENT

31,531.85

TOTAL OTHER VENDORS

2,232,719.00

TOTAL ALL VENDORS

2,264,250.85





## Council Action Recommendation

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Page 1 of 1

**Meeting Date:** 8-7-23

**Subject:** Sale of a City owned parcel

**Request:**

Staff is gauging whether the City Council would like staff to investigate the sale of Parcel #71004500004000 which is located between 916 Meadow Hill Ln. and 937 Westside Dr.

One adjacent property owner has expressed interest in purchasing a portion of the parcel that abuts their property. As the property has been used, it would seem that a 3-way split and sale would make the most sense, i.e., sell to each adjacent property owner and sell the driveway portion to the property owner who has used the parcel for egress/ingress since the home was built in 1995.

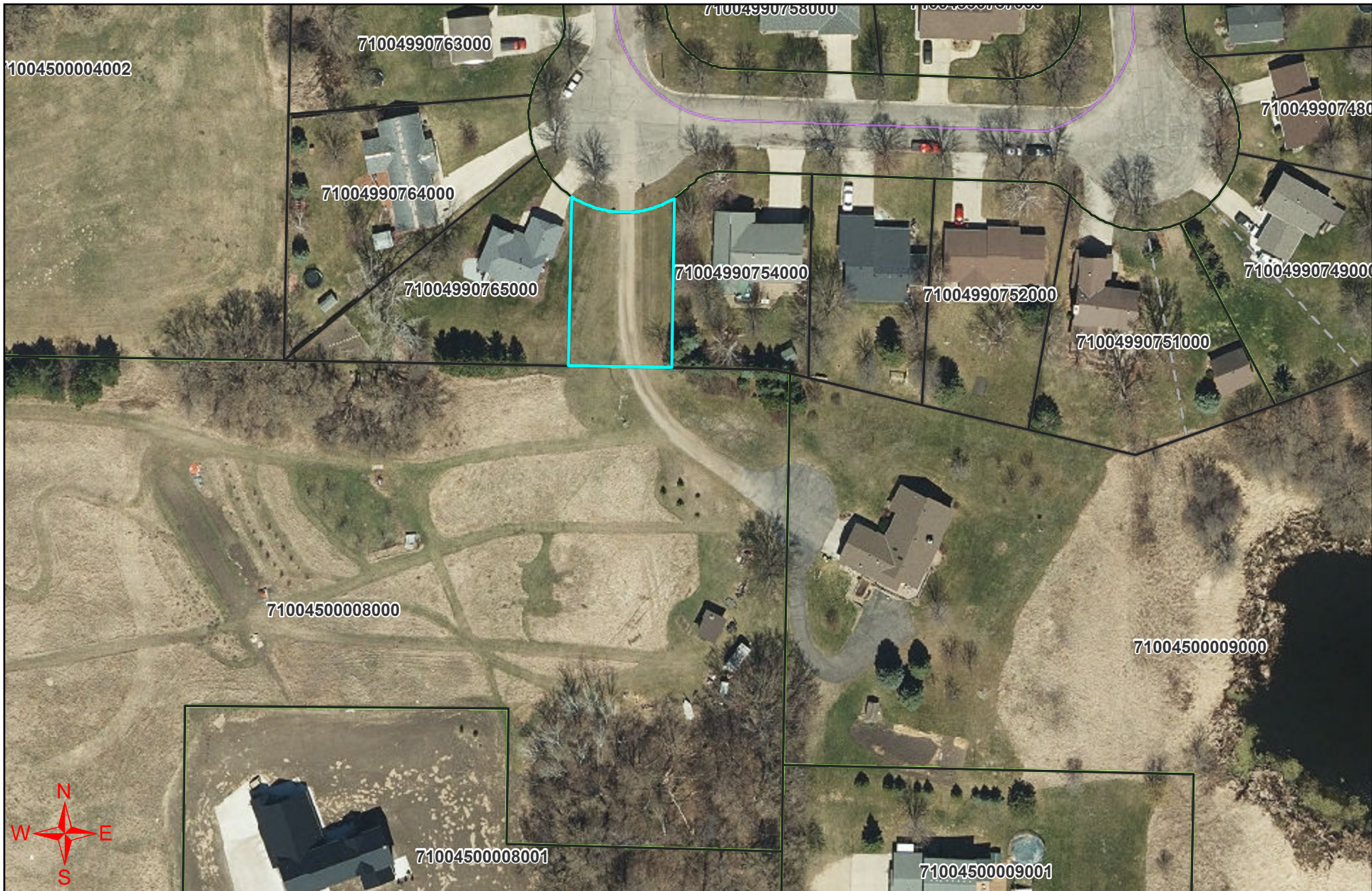
The parcel was likely retained as a future extension of Meadow Hills Ln. If this parcel were to be sold, future access to any areas that could be developed in that vicinity would only be accessible by Douglas Ave.

The land is not a "Right of Way", it is a parcel within the plat and is not eligible to be "vacated".

**Originating Department: Public Works**

**Respectfully Submitted: Len Taylor**

**Attachments:**



1:1,200

Meadow Hills Ln.

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