



City Council Agenda
May 6, 2024
5:30 pm in the City Council Chambers

Invocation –Pastor Dale Hexum, Good Shepherd Church
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
- C. Awarding of Bids
 - 1. Resolution awarding the construction services contract for CP 9148, the DeLagoon Park improvements to Comstock Construction, Inc. in the amount of \$3,304,875.71 for Base Bid with Alternate 3B, 4, & 8
 - 2. Resolution accepting Bolton & Menk’s professional services proposal for construction administration of CP 9148, the DeLagoon Park improvement in the amount of \$242,300.00
 - 3. Resolution awarding the lighting retrofit quote for CP 9148, DeLagoon Park improvements to Otter Electric, LLC. in the amount of \$163,500.00 for Legion Field
 - 4. Resolution awarding the lighting retrofit quote for CP 9148, the DeLagoon Park improvements to Otter Electric, LLC. in the amount of \$49,000.00 for Farmers Field
- D. Petitions and Communications
- E. Consent Agenda
 - 1. Motion approving the minutes from the April 15 and April 24, 2024 City Council meetings and the May 1, 2024 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution authorizing entering into an agreement with the Otter Tail County Humane Society
 - 4. Resolution authorizing entering into a 2024 contract with the Fergus Falls YMCA for lifeguard services at Pebble Lake Beach
 - 5. Motion directing staff to review the special event request policy
 - 6. Motion directing the city attorney to draft an ordinance on cannabis zoning
 - 7. Resolution initiating PI 9775 and accepting the Engineering Reimbursement Agreement between the Otter Tail Valley Railroad and City of Fergus Falls in the amount of \$46,443.00
 - 8. Resolution initiating PI 9776 and authorizing the City Engineer to request a Design Agreement with MnDOT for the Otter Tail Valley Railroad signal system replacement
 - 9. Resolution accepting MnDOT state grant offer (1056711) for an airport tractor
 - 10. Motion directing staff to draft a resolution based off the recommendations of the Greater Fergus Falls and City of Fergus Falls working group
 - 11. Resolution setting the final cost hearing for PI 6080, the 2023 sidewalk/driveway improvement projects for May 20 at 5:30 pm in the City Council Chambers

12. Resolution accepting a \$2,500 donation from the Inga M. Johnson Endowment Fund with West Central Initiative and approve related 2024 budget adjustments to the General Fund donations and Park and Recreation expenditures
- F. Ordinance and Resolutions
1. First reading of Ordinance 47, Eighth Series, Franchise Fee for Otter Tail Power Company
 2. First reading of Ordinance 48, Eighth Series, Franchise Fee for Great Plains Natural Gas
 3. First reading of Ordinance 49, Eighth Series, Franchise Fee for Lake Region Electric Cooperative
- G. Presentation of Claims \$4,546,204.00
- H. Old Business/Unfinished Business
- I. New Business
- J. Miscellaneous Announcements
- | | | |
|--------|--|--------------------------------|
| May 15 | 7:00 am | Committee of the Whole meeting |
| May 20 | 5:30 pm | City Council meeting |
| May 27 | Most city offices and facilities closed for observance of Memorial Day.
Garbage and recycling normally picked up on Monday will be picked on Tuesday the 28. Tuesday collection will take place on Wednesday May 29 | |
- K. Adjournment

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



Council Action Recommendation

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Meeting Date:

May 6, 2024 – City Council

Subject:

City Project No. 9148 – Delagoon Park Improvements

Recommendation:

1. Resolution awarding the construction services contract to Comstock Construction, Inc. in the amount of \$3,304,875.71 for Base Bid with Alternate 3B, 4, & 8
2. Resolution accepting Bolton & Menk’s professional services proposal for construction administration in the amount of \$242,300.00
3. Resolution awarding the lighting retrofit quote to Otter Electric, LLC. in the amount of \$163,500.00 for Legion Field
4. Resolution awarding the lighting retrofit quote to Otter Electric, LLC. in the amount of \$49,000.00 for Farmers Field

Background/Key Points:

On March 19, 2024 four bids were received, publicly opened, and read aloud. The apparent low bidder was Comstock Construction, Inc. with a total base bid amount of \$3,290,437.93. The Estimated Probable Construction Cost base bid was \$3,407,902.25. Please refer to the attached bid abstract for further information. Bolton and Menk and City staff have evaluated the bids, conducted a post bid interview, and determined Comstock Construction’s bid to be in order and responsive.

Representatives from Bolton & Menk will be in attendance to discuss the post bid discussions with the Project Management Team (PMT) and the total estimated project budget as background for the recommended actions before you.

Budgetary Impact:

The City has the legislative authority for a \$5.2 million dollar improvement project. The local option sales tax to publicly finance the project bonds is the primary funding mechanism. The remaining local option sales tax collections from the 2017 Fergus Falls Public Library project and utility funds are the proposed gap funding sources to fully fund this \$5,512,370.00 park improvement project.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

Bid Abstract

Bolton & Menk Memorandum w/budget & exhibits

ABSTRACT OF BIDS

DeLagoon Park Improvements Project
 City of Fergus Falls, MN
 BMI Project Number OW1.127028
 Bid Opening 3/19/2024 @ 2:00pm

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		Comstock Construction Inc.		J.R. Ferche, Inc.		LinnCo, Inc.		Meyer Contracting, Inc.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BASE BID														
1	MOBILIZATION		1	LUMP SUM	\$207,990.00	\$207,990.00	\$246,992.75	\$246,992.75	\$259,242.50	\$259,242.50	\$198,315.00	\$198,315.00	\$451,605.04	\$451,605.04
2	TRAFFIC CONTROL		1	LUMP SUM	\$2,000.00	\$2,000.00	\$4,438.00	\$4,438.00	\$5,000.00	\$5,000.00	\$4,289.00	\$4,289.00	\$2,400.00	\$2,400.00
3	SILT FENCE TYPE MACHINE SLICED		11320	LIN FT	\$3.25	\$36,790.00	\$3.30	\$37,356.00	\$2.20	\$24,904.00	\$3.20	\$36,224.00	\$3.60	\$40,752.00
4	STABILIZED CONSTRUCTION ENTRANCE		2	EACH	\$2,000.00	\$4,000.00	\$1,333.75	\$2,667.50	\$2,000.00	\$4,000.00	\$3,758.00	\$7,516.00	\$4,710.91	\$9,421.82
5	CULVERT INLET PROTECTION		10	EACH	\$75.00	\$750.00	\$137.50	\$1,375.00	\$120.00	\$1,200.00	\$133.00	\$1,330.00	\$110.03	\$1,100.30
6	INLET PROTECTION		2	EACH	\$75.00	\$150.00	\$220.00	\$440.00	\$150.00	\$300.00	\$213.00	\$426.00	\$137.78	\$275.56
7	TURF ESTABLISHMENT		9.06	ACRE	\$9,500.00	\$86,070.00	\$7,205.00	\$65,277.30	\$8,000.00	\$72,480.00	\$6,963.00	\$63,084.78	\$7,113.40	\$64,447.40
8	TEMPORARY SITE STABILIZATION		9.06	ACRE	\$5,000.00	\$45,300.00	\$467.45	\$4,235.10	\$1,500.00	\$13,590.00	\$452.00	\$4,095.12	\$1,288.66	\$11,675.26
9	WATER (TURF ESTABLISHMENT)		600	MGAL	\$30.00	\$18,000.00	\$71.50	\$42,900.00	\$52.00	\$31,200.00	\$69.10	\$41,460.00	\$46.39	\$27,834.00
10	WATER (DUST CONTROL)		100	MGAL	\$30.00	\$3,000.00	\$3.30	\$330.00	\$35.00	\$3,500.00	\$97.30	\$9,730.00	\$67.74	\$6,774.00
11	CLEARING & GRUBBING 6" OR LESS		3275	SQ YD	\$5.00	\$16,375.00	\$4.90	\$16,047.50	\$3.00	\$9,825.00	\$2.60	\$8,515.00	\$3.00	\$9,825.00
12	CLEARING		240	EACH	\$350.00	\$84,000.00	\$123.75	\$29,700.00	\$25.00	\$6,000.00	\$125.00	\$30,000.00	\$350.00	\$84,000.00
13	GRUBBING		280	EACH	\$125.00	\$35,000.00	\$119.65	\$33,502.00	\$100.00	\$28,000.00	\$125.00	\$35,000.00	\$250.00	\$70,000.00
14	REMOVE BOLLARD		161	EACH	\$25.00	\$4,025.00	\$64.90	\$10,448.90	\$25.00	\$4,025.00	\$26.30	\$4,234.30	\$60.52	\$9,743.72
15	REMOVE AND SALVAGE BOULDER TO OWNER		14	EACH	\$200.00	\$2,800.00	\$24.70	\$345.80	\$550.00	\$7,700.00	\$57.50	\$805.00	\$252.37	\$3,533.18
16	REMOVE POST		78	EACH	\$50.00	\$3,900.00	\$47.30	\$3,689.40	\$45.00	\$3,510.00	\$26.40	\$2,059.20	\$67.32	\$5,250.96
17	REMOVE FIRE RING		15	EACH	\$75.00	\$1,125.00	\$124.60	\$1,869.00	\$45.00	\$675.00	\$67.00	\$1,005.00	\$55.47	\$832.05
18	REMOVE ABANDONED WELL RISER PIPE		3	LIN FT	\$50.00	\$150.00	\$1.85	\$5.55	\$250.00	\$750.00	\$1,544.00	\$4,632.00	\$79.79	\$239.37
19	REMOVE UTILITY MARKER		2	EACH	\$50.00	\$100.00	\$18.85	\$37.70	\$35.00	\$70.00	\$22.40	\$44.80	\$454.42	\$908.84
20	REMOVE ELECTRICAL BOX		7	EACH	\$50.00	\$350.00	\$330.00	\$2,310.00	\$345.00	\$2,415.00	\$319.00	\$2,233.00	\$300.00	\$2,100.00
21	REMOVE MAILBOX		2	EACH	\$50.00	\$100.00	\$18.85	\$37.70	\$50.00	\$100.00	\$81.80	\$163.60	\$50.00	\$100.00
22	REMOVE PAVEMENT		436	SQ YD	\$10.00	\$4,360.00	\$8.40	\$3,662.40	\$12.00	\$5,232.00	\$5.60	\$2,441.60	\$3.21	\$1,399.56
23	REMOVE GATE		1	EACH	\$200.00	\$200.00	\$462.00	\$462.00	\$750.00	\$750.00	\$465.00	\$465.00	\$369.27	\$369.27
24	REMOVE HYDRANT		3	EACH	\$1,000.00	\$3,000.00	\$715.00	\$2,145.00	\$550.00	\$1,650.00	\$777.00	\$2,331.00	\$631.65	\$1,894.95
25	REMOVE & CAP EXISTING ABANDONED UTILITY LINE		200	LIN FT	\$10.00	\$2,000.00	\$16.50	\$3,300.00	\$35.00	\$7,000.00	\$32.20	\$6,440.00	\$22.36	\$4,472.00
26	REMOVE SANITARY SEWER PIPE		5	LIN FT	\$50.00	\$250.00	\$275.00	\$1,375.00	\$50.00	\$250.00	\$42.40	\$212.00	\$110.86	\$554.30
27	ABANDON IN PLACE SEPTIC TANK		1	LUMP SUM	\$10,000.00	\$10,000.00	\$825.00	\$825.00	\$4,000.00	\$4,000.00	\$5,751.00	\$5,751.00	\$4,944.73	\$4,944.73
28	REMOVE VAULT TOILET		1	EACH	\$15,000.00	\$15,000.00	\$1,244.00	\$1,244.00	\$3,500.00	\$3,500.00	\$5,991.00	\$5,991.00	\$5,755.74	\$5,755.74
29	SALVAGE AND REINSTALL SIGN		2	EACH	\$400.00	\$800.00	\$5,390.00	\$10,780.00	\$200.00	\$400.00	\$172.00	\$344.00	\$150.00	\$300.00
30	SALVAGE AND REINSTALL TRAIL SIGNS AND BIKE AMENITIES		1	LUMP SUM	\$5,000.00	\$5,000.00	\$1,760.00	\$1,760.00	\$2,000.00	\$2,000.00	\$1,717.00	\$1,717.00	\$1,500.00	\$1,500.00
31	SALVAGE AND REINSTALL BENCH		3	EACH	\$400.00	\$1,200.00	\$1,393.00	\$4,179.00	\$550.00	\$1,650.00	\$500.00	\$1,500.00	\$450.00	\$1,350.00
32	SALVAGE AND REINSTALL GATE		1	EACH	\$5,000.00	\$5,000.00	\$1,948.00	\$1,948.00	\$1,900.00	\$1,900.00	\$2,861.00	\$2,861.00	\$1,550.00	\$1,550.00
33	SALVAGE, STOCKPILE, AND RESPREAD TOPSOIL	(P) (EV)	11911	CU YD	\$4.00	\$47,644.00	\$9.80	\$116,727.80	\$12.00	\$142,932.00	\$21.70	\$258,468.70	\$7.51	\$89,451.61
34	COMMON EXCAVATION	(P) (EV)	12293	CU YD	\$9.25	\$113,710.25	\$8.05	\$98,958.65	\$14.00	\$172,102.00	\$10.70	\$131,535.10	\$10.21	\$125,511.53
35	EXPLORATORY EXCAVATION		25	HOUR	\$350.00	\$8,750.00	\$270.00	\$6,750.00	\$40.00	\$1,000.00	\$536.00	\$13,400.00	\$492.81	\$12,320.25
36	REPAIR IRRIGATION LINE		200	LIN FT	\$100.00	\$20,000.00	\$30.25	\$6,050.00	\$26.00	\$5,200.00	\$61.50	\$12,300.00	\$22.68	\$4,536.00
37	RESTROOM SEWER AND WATER UTILITES		1	LUMP SUM	\$25,000.00	\$25,000.00	\$1,942.40	\$1,942.40	\$8,500.00	\$8,500.00	\$3,871.00	\$3,871.00	\$11,984.00	\$11,984.00
38	CONNECT TO EX WATERMAIN		1	EACH	\$4,500.00	\$4,500.00	\$2,163.70	\$2,163.70	\$2,500.00	\$2,500.00	\$15,545.00	\$15,545.00	\$1,564.93	\$1,564.93
39	6" PVC WATERMAIN	(1)	2760	LIN FT	\$60.00	\$165,600.00	\$55.90	\$154,284.00	\$50.00	\$138,000.00	\$57.00	\$157,320.00	\$52.43	\$144,706.80
40	6" PVC WATERMAIN, TRENCHLESS	(1) (4)	2200	LIN FT	\$60.00	\$132,000.00	\$69.10	\$152,020.00	\$50.00	\$110,000.00	\$91.20	\$200,640.00	\$70.26	\$154,572.00
41	WATERMAIN FITTINGS	(1)	1334	LBS	\$20.00	\$26,680.00	\$18.95	\$25,279.30	\$12.00	\$16,008.00	\$21.00	\$28,014.00	\$19.31	\$25,759.54
42	6" GATE VALVE & BOX		11	EACH	\$2,500.00	\$27,500.00	\$2,371.00	\$26,081.00	\$2,550.00	\$28,050.00	\$2,710.00	\$29,810.00	\$3,031.54	\$33,346.94
43	HYDRANT, 9.5' BURY		4	EACH	\$9,000.00	\$36,000.00	\$7,191.00	\$28,764.00	\$6,650.00	\$26,600.00	\$7,163.00	\$28,652.00	\$7,989.22	\$31,956.88
44	YARD HYDRANT, 9.0' BURY	(1)	45	EACH	\$1,000.00	\$45,000.00	\$84.60	\$3,807.00	\$1,400.00	\$63,000.00	\$684.00	\$30,780.00	\$2,408.13	\$108,365.85
45	WATER METER MANHOLE		1	LUMP SUM	\$25,000.00	\$25,000.00	\$9,081.00	\$9,081.00	\$15,000.00	\$15,000.00	\$9,950.00	\$9,950.00	\$9,594.36	\$9,594.36
46	CASTING ASSEMBLY (WATER METER MANHOLE)		1	EACH	\$1,000.00	\$1,000.00	\$1,139.00	\$1,139.00	\$2,200.00	\$2,200.00	\$1,305.00	\$1,305.00	\$865.85	\$865.85
47	2" CORP STOP AND SADDLE	(1)	2	EACH	\$1,200.00	\$2,400.00	\$1,052.00	\$2,104.00	\$2,100.00	\$4,200.00	\$769.00	\$1,538.00	\$2,309.79	\$4,619.58
48	2" BLOWOUT STATION		2	EACH	\$1,400.00	\$2,800.00	\$3,080.00	\$6,160.00	\$7,600.00	\$15,200.00	\$3,611.00	\$7,222.00	\$6,587.36	\$13,174.72

ABSTRACT OF BIDS

DeLagoon Park Improvements Project
 City of Fergus Falls, MN
 BMI Project Number OW1.127028
 Bid Opening 3/19/2024 @ 2:00pm

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		Comstock Construction Inc.		J.R. Ferche, Inc.		LinnCo, Inc.		Meyer Contracting, Inc.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
49	2" PE WATER SERVICE LINE, 9.0' BURY	(1)	24	LIN FT	\$55.00	\$1,320.00	\$36.70	\$880.80	\$45.00	\$1,080.00	\$42.25	\$1,014.00	\$63.44	\$1,522.56
50	2" PE WATER SERVICE LINE, 3.0' BURY		302	LIN FT	\$40.00	\$12,080.00	\$29.00	\$8,758.00	\$33.00	\$9,966.00	\$37.10	\$11,204.20	\$31.09	\$9,389.18
51	2" X 1" TEE		1	EACH	\$100.00	\$100.00	\$350.00	\$350.00	\$700.00	\$700.00	\$453.00	\$453.00	\$862.96	\$862.96
52	2" X 1" REDUCER		1	EACH	\$100.00	\$100.00	\$172.00	\$172.00	\$350.00	\$350.00	\$168.00	\$168.00	\$552.41	\$552.41
53	1" BLOWOUT STATION		1	EACH	\$1,400.00	\$1,400.00	\$2,009.00	\$2,009.00	\$6,500.00	\$6,500.00	\$2,405.00	\$2,405.00	\$5,130.36	\$5,130.36
54	1" X 1" TEE		1	EACH	\$75.00	\$75.00	\$204.00	\$204.00	\$250.00	\$250.00	\$313.00	\$313.00	\$682.51	\$682.51
55	1" PE CAP		1	EACH	\$50.00	\$50.00	\$154.00	\$154.00	\$350.00	\$350.00	\$313.00	\$313.00	\$715.12	\$715.12
56	1" CORP STOP AND SADDLE	(1)	49	EACH	\$600.00	\$29,400.00	\$539.00	\$26,411.00	\$510.00	\$24,990.00	\$558.00	\$27,342.00	\$1,486.24	\$72,825.76
57	1" PE WATER SERVICE LINE, 9.0' BURY	(1)	2408	LIN FT	\$36.00	\$86,688.00	\$21.75	\$52,374.00	\$24.00	\$57,792.00	\$31.55	\$75,972.40	\$19.57	\$47,124.56
58	DUMP STATION WATER RISER		2	EACH	\$1,000.00	\$2,000.00	\$4,985.00	\$9,970.00	\$14,500.00	\$29,000.00	\$12,175.00	\$24,350.00	\$7,267.70	\$14,535.40
59	CONNECT TO EX MANHOLE (SANITARY)		1	EACH	\$2,500.00	\$2,500.00	\$4,895.00	\$4,895.00	\$5,000.00	\$5,000.00	\$5,993.00	\$5,993.00	\$1,863.01	\$1,863.01
60	4" FORCE MAIN	(4)	1202	LIN FT	\$60.00	\$72,120.00	\$43.70	\$52,527.40	\$56.00	\$67,312.00	\$49.70	\$59,739.40	\$148.59	\$178,605.18
61	FORCEMAIN FITTINGS		106	LBS	\$20.00	\$2,120.00	\$23.05	\$2,443.30	\$14.00	\$1,484.00	\$12.70	\$1,346.20	\$40.87	\$4,332.22
62	TRACER WIRE PEDESTAL		2	EACH	\$500.00	\$1,000.00	\$718.30	\$1,436.60	\$165.00	\$330.00	\$809.00	\$1,618.00	\$180.72	\$361.44
63	LIFT STATION		1	LUMP SUM	\$300,000.00	\$300,000.00	\$188,750.00	\$188,750.00	\$270,000.00	\$270,000.00	\$267,965.00	\$267,965.00	\$362,989.19	\$362,989.19
64	MANHOLE (SANITARY)	(1)	67.4	LIN FT	\$550.00	\$37,070.00	\$925.40	\$62,371.96	\$550.00	\$37,070.00	\$751.00	\$50,617.40	\$1,272.70	\$85,779.98
65	CASTING ASSEMBLY (SANITARY MANHOLE)		6	EACH	\$1,000.00	\$6,000.00	\$1,228.00	\$7,368.00	\$1,100.00	\$6,600.00	\$1,377.00	\$8,262.00	\$1,276.87	\$7,661.22
66	8" PVC SANITARY PIPE, 9.0' MIN BURY		1802	LIN FT	\$70.00	\$126,140.00	\$60.40	\$108,840.80	\$65.00	\$117,130.00	\$88.40	\$159,296.80	\$101.13	\$182,236.26
67	8" PVC SANITARY PIPE, 3.0' MIN BURY		283	LIN FT	\$60.00	\$16,980.00	\$46.40	\$13,131.20	\$50.00	\$14,150.00	\$48.70	\$13,782.10	\$38.93	\$11,017.19
68	8" PVC SANITARY PIPE CAP	(2)	3	EACH	\$50.00	\$150.00	\$213.00	\$639.00	\$300.00	\$900.00	\$518.00	\$1,554.00	\$467.42	\$1,402.26
69	6" X 8" WYE		5	EACH	\$800.00	\$4,000.00	\$65.00	\$325.00	\$675.00	\$3,375.00	\$1,152.00	\$5,760.00	\$529.92	\$2,649.60
70	4" X 8" WYE		10	EACH	\$700.00	\$7,000.00	\$490.00	\$4,900.00	\$640.00	\$6,400.00	\$1,930.00	\$19,300.00	\$244.66	\$2,446.60
71	6" PVC SANITARY SEWER SERVICE PIPE		97	LIN FT	\$65.00	\$6,305.00	\$36.00	\$3,492.00	\$47.00	\$4,559.00	\$51.40	\$4,985.80	\$58.81	\$5,704.57
72	6" PVC SANITARY PIPE CAP		1	EACH	\$50.00	\$50.00	\$179.00	\$179.00	\$300.00	\$300.00	\$145.00	\$145.00	\$997.76	\$997.76
73	4" PVC SANITARY SEWER SERVICE PIPE, 9.0' BURY		764	LIN FT	\$60.00	\$45,840.00	\$30.60	\$23,378.40	\$31.00	\$23,684.00	\$48.10	\$36,748.40	\$50.35	\$38,467.40
74	4" SANITARY SEWER CLEANOUT, 9.0' BURY		2	EACH	\$1,000.00	\$2,000.00	\$715.50	\$1,431.00	\$1,500.00	\$3,000.00	\$2,270.00	\$4,540.00	\$1,957.56	\$3,915.12
75	SANITARY SEWER CAMPER SERVICE, 9.0' BURY	(1)	10	EACH	\$1,000.00	\$10,000.00	\$352.00	\$3,520.00	\$2,500.00	\$25,000.00	\$978.00	\$9,780.00	\$1,989.99	\$19,899.90
76	CONSTRUCT DRAINAGE STRUCTURE (18" RCP DRAINAGE INLET)		4.58	LIN FT	\$600.00	\$2,748.00	\$1,179.00	\$5,399.82	\$625.00	\$2,862.50	\$1,074.00	\$4,918.92	\$1,968.15	\$9,014.13
77	CASTING ASSEMBLY (STORM SEWER)		2	EACH	\$1,000.00	\$2,000.00	\$821.00	\$1,642.00	\$1,900.00	\$3,800.00	\$1,723.00	\$3,446.00	\$2,252.99	\$4,505.98
78	12" RC PIPE SEWER 3006 CLASS V		384	LIN FT	\$93.00	\$35,712.00	\$88.45	\$33,964.80	\$76.00	\$29,184.00	\$89.60	\$34,406.40	\$77.27	\$29,671.68
79	12" RCP FLARED END SECTION W/ GRATE		10	EACH	\$2,500.00	\$25,000.00	\$1,701.00	\$17,010.00	\$2,100.00	\$21,000.00	\$1,888.00	\$18,880.00	\$2,484.68	\$24,846.80
80	RIP RAP CLASS II		60	TON	\$100.00	\$6,000.00	\$132.90	\$7,974.00	\$120.00	\$7,200.00	\$193.00	\$11,580.00	\$123.86	\$7,431.60
81	GEOTEXTILE FABRIC TYPE V		21304	SQ YD	\$3.75	\$79,890.00	\$1.40	\$29,825.60	\$2.60	\$55,390.40	\$3.40	\$72,433.60	\$2.44	\$51,981.76
82	AGGREGATE BASE, CLASS 5	(CV)	3583	CU YD	\$40.00	\$143,320.00	\$54.15	\$194,019.45	\$43.50	\$155,860.50	\$48.30	\$173,058.90	\$44.30	\$158,726.90
83	AGLIME SURFACING		154	TON	\$110.00	\$16,940.00	\$171.60	\$26,426.40	\$200.00	\$30,800.00	\$93.10	\$14,337.40	\$115.71	\$17,819.34
84	CONCRETE CURB & GUTTER DESIGN B618		48	LIN FT	\$40.00	\$1,920.00	\$148.50	\$7,128.00	\$90.00	\$4,320.00	\$85.90	\$4,123.20	\$52.97	\$2,542.56
85	TYPE 12.5 NON-WEARING COURSE (SPNWB230C)		220	TON	\$125.00	\$27,500.00	\$126.50	\$27,830.00	\$133.00	\$29,260.00	\$217.00	\$47,740.00	\$118.56	\$26,083.20
86	TYPE 9.5 WEARING COURSE (SPWEA240C)		132	TON	\$135.00	\$17,820.00	\$129.80	\$17,133.60	\$140.00	\$18,480.00	\$125.00	\$16,500.00	\$121.65	\$16,057.80
87	BITUMINOUS TRAIL, TYPE 9.5 WEARING COURSE (SPWEA240C)		5	TON	\$135.00	\$675.00	\$154.00	\$770.00	\$160.00	\$800.00	\$371.00	\$1,855.00	\$144.33	\$721.65
88	TOPDRESS EX AGGREGATE SURFACE, CLASS 5		124	TON	\$30.00	\$3,720.00	\$54.25	\$6,727.00	\$68.00	\$8,432.00	\$33.60	\$4,166.40	\$28.74	\$3,563.76
89	BITUMINOUS PATCH		399	SQ YD	\$50.00	\$19,950.00	\$21.45	\$8,558.55	\$30.00	\$11,970.00	\$47.70	\$19,032.30	\$40.19	\$16,035.81
90	6" CONCRETE PAVEMENT		259	SQ YD	\$200.00	\$51,800.00	\$105.60	\$27,350.40	\$185.00	\$47,915.00	\$175.00	\$45,325.00	\$116.93	\$30,284.87
91	4" CONCRETE SIDEWALK		169	SQ YD	\$125.00	\$21,125.00	\$126.50	\$21,378.50	\$150.00	\$25,350.00	\$143.00	\$24,167.00	\$87.08	\$14,716.52
92	BOLLARD GUARD POST		14	EACH	\$500.00	\$7,000.00	\$2,508.00	\$35,112.00	\$1,000.00	\$14,000.00	\$988.00	\$13,832.00	\$1,448.48	\$20,278.72
93	CONCRETE PARKING STOP		10	EACH	\$1,000.00	\$10,000.00	\$539.00	\$5,390.00	\$600.00	\$6,000.00	\$572.00	\$5,720.00	\$150.00	\$1,500.00
94	ROAD GATE		1	EACH	\$10,000.00	\$10,000.00	\$5,775.00	\$5,775.00	\$7,000.00	\$7,000.00	\$6,104.00	\$6,104.00	\$5,695.00	\$5,695.00
95	SIGN POST		460	LIN FT	\$10.00	\$4,600.00	\$22.90	\$10,534.00	\$40.00	\$18,400.00	\$22.10	\$10,166.00	\$32.00	\$14,720.00
96	TRAFFIC SIGN		35	SQ FT	\$35.00	\$1,225.00	\$27.50	\$962.50	\$90.00	\$3,150.00	\$26.60	\$931.00	\$75.00	\$2,625.00
97	ENTRANCE KIOSK		1	EACH	\$10,000.00	\$10,000.00	\$9,900.00	\$9,900.00	\$6,200.00	\$6,200.00	\$11,685.00	\$11,685.00	\$5,000.00	\$5,000.00

ABSTRACT OF BIDS

DeLagoon Park Improvements Project
 City of Fergus Falls, MN
 BMI Project Number OW1.127028
 Bid Opening 3/19/2024 @ 2:00pm

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		Comstock Construction Inc.		J.R. Ferche, Inc.		LinnCo, Inc.		Meyer Contracting, Inc.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
98	CHAIN LINK FENCE		82	LIN FT	\$50.00	\$4,100.00	\$120.20	\$9,856.40	\$155.00	\$12,710.00	\$90.40	\$7,412.80	\$135.00	\$11,070.00
99	SITE ELECTRICAL		1	LUMP SUM	\$250,000.00	\$250,000.00	\$416,240.00	\$416,240.00	\$440,000.00	\$440,000.00	\$402,245.00	\$402,245.00	\$380,500.00	\$380,500.00
100	RESTROOM BUILDING FOUNDATION		1	LUMP SUM	\$50,000.00	\$50,000.00	\$55,049.00	\$55,049.00	\$99,600.00	\$99,600.00	\$64,385.00	\$64,385.00	\$79,730.57	\$79,730.57
101	RESTROOM BUILDING		1	LUMP SUM	\$550,000.00	\$550,000.00	\$550,572.00	\$550,572.00	\$563,450.00	\$563,450.00	\$478,915.00	\$478,915.00	\$419,870.82	\$419,870.82
						\$3,407,902.25		\$3,290,437.93		\$3,597,716.90		\$3,707,899.82		\$4,017,904.08
ADD ALTERNATE 1A -WEST SEWER														
102	MANHOLE (SANITARY)	ADD 1A	28.5	LIN FT	\$550.00	\$15,675.00	\$837.95	\$23,881.58	\$550.00	\$15,675.00	\$669.00	\$19,066.50	\$860.97	\$24,537.65
103	CASTING ASSEMBLY (SANITARY MANHOLE)	ADD 1A	2	EACH	\$1,000.00	\$2,000.00	\$338.00	\$676.00	\$1,100.00	\$2,200.00	\$1,221.00	\$2,442.00	\$1,276.88	\$2,553.76
104	8" PVC SANITARY PIPE, 9.0' BURY	ADD 1A	533	LIN FT	\$70.00	\$37,310.00	\$73.50	\$39,175.50	\$65.00	\$34,645.00	\$63.80	\$34,005.40	\$61.15	\$32,592.95
105	8" PVC SANITARY PIPE CAP	ADD 1A (2)	-1	EACH	\$50.00	-\$50.00	\$194.00	-\$194.00	\$300.00	-\$300.00	\$172.00	-\$172.00	\$468.57	-\$468.57
106	4" X 8" WYE	ADD 1A	9	EACH	\$700.00	\$6,300.00	\$491.30	\$4,421.70	\$640.00	\$5,760.00	\$193.00	\$1,737.00	\$489.17	\$4,402.53
107	4" PVC SANITARY SEWER SERVICE PIPE, 9.0' BURY	ADD 1A	512	LIN FT	\$60.00	\$30,720.00	\$34.90	\$17,868.80	\$31.00	\$15,872.00	\$48.10	\$24,627.20	\$50.29	\$25,748.48
108	SANITARY SEWER CAMPER SERVICE, 9.0' BURY	ADD 1A	9	EACH	\$1,000.00	\$9,000.00	\$351.80	\$3,166.20	\$2,500.00	\$22,500.00	\$978.00	\$8,802.00	\$2,056.07	\$18,504.63
						\$100,955.00		\$88,995.78		\$96,352.00		\$90,508.10		\$107,871.43
ADD ALTERNATE 1B -WEST SEWER RAISED														
109	8" PVC SANITARY PIPE, 3.0' BURY	ADD 1B	538	LIN FT	\$60.00	\$32,280.00	\$49.30	\$26,523.40	\$50.00	\$26,900.00	\$50.80	\$27,330.40	\$38.88	\$20,917.44
110	MANHOLE (SANITARY)	ADD 1B	10.58	LIN FT	\$550.00	\$5,819.00	\$1,029.95	\$10,896.87	\$550.00	\$5,819.00	\$1,137.00	\$12,029.46	\$1,091.28	\$11,545.74
111	8" OUTSIDE DROP	ADD 1B	1	EACH	\$1,000.00	\$1,000.00	\$1,539.95	\$1,539.95	\$5,500.00	\$5,500.00	\$5,165.00	\$5,165.00	\$5,380.21	\$5,380.21
112	CASTING ASSEMBLY (SANITARY MANHOLE)	ADD 1B	2	EACH	\$1,000.00	\$2,000.00	\$1,228.10	\$2,456.20	\$1,100.00	\$2,200.00	\$1,221.00	\$2,442.00	\$1,276.88	\$2,553.76
113	4" PVC SANITARY SEWER SERVICE PIPE, 3.0' BURY	ADD 1B	512	LIN FT	\$50.00	\$25,600.00	\$19.50	\$9,984.00	\$26.00	\$13,312.00	\$36.60	\$18,739.20	\$28.03	\$14,351.36
114	SANITARY SEWER CAMPER SERVICE, 3.0' BURY	ADD 1B	9	EACH	\$1,000.00	\$9,000.00	\$242.00	\$2,178.00	\$2,000.00	\$18,000.00	\$589.00	\$5,301.00	\$1,989.99	\$17,909.91
115	4" X 8" WYE	ADD 1B	9	EACH	\$700.00	\$6,300.00	\$399.00	\$3,591.00	\$640.00	\$5,760.00	\$193.00	\$1,737.00	\$489.17	\$4,402.53
						\$81,999.00		\$57,169.42		\$77,491.00		\$72,744.06		\$77,060.95
ADD ALTERNATE 2A -EAST SEWER														
116	MANHOLE (SANITARY)	ADD 2A	31.81	LIN FT	\$550.00	\$17,495.50	\$978.00	\$31,110.18	\$550.00	\$17,495.50	\$574.00	\$18,258.94	\$719.13	\$22,875.53
117	CASTING ASSEMBLY (SANITARY MANHOLE)	ADD 2A	2	EACH	\$1,000.00	\$2,000.00	\$1,228.00	\$2,456.00	\$1,100.00	\$2,200.00	\$1,221.00	\$2,442.00	\$1,276.88	\$2,553.76
118	8" PVC SANITARY PIPE, 9.0' BURY	ADD 2A	549	LIN FT	\$70.00	\$38,430.00	\$73.51	\$40,356.99	\$65.00	\$35,685.00	\$63.80	\$35,026.20	\$61.15	\$33,571.35
119	8" SANITARY PVC PIPE CAP	ADD 2A (2)	-1	EACH	\$50.00	-\$50.00	\$197.00	-\$197.00	\$300.00	-\$300.00	\$172.00	-\$172.00	\$468.57	-\$468.57
120	4" X 8" WYE	ADD 2A	12	EACH	\$700.00	\$8,400.00	\$679.00	\$8,148.00	\$640.00	\$7,680.00	\$193.00	\$2,316.00	\$244.49	\$2,933.88
121	4" PVC SANITARY SEWER SERVICE PIPE, 9.0' BURY	ADD 2A	648	LIN FT	\$60.00	\$38,880.00	\$35.40	\$22,939.20	\$31.00	\$20,088.00	\$48.10	\$31,168.80	\$50.28	\$32,581.44
122	SANITARY SEWER CAMPER SERVICE, 9.0' BURY	ADD 2A	12	EACH	\$1,000.00	\$12,000.00	\$351.80	\$4,221.60	\$2,500.00	\$30,000.00	\$911.00	\$10,932.00	\$2,866.99	\$34,403.88
						\$117,155.50		\$109,034.97		\$112,848.50		\$99,971.94		\$128,451.27
ADD ALTERNATE 2B -EAST SEWER RAISED														
123	8" PVC SANITARY PIPE, 3.0' BURY	ADD 2B	553	LIN FT	\$60.00	\$33,180.00	\$49.30	\$27,262.90	\$50.00	\$27,650.00	\$50.80	\$28,092.40	\$33.31	\$18,420.43
124	MANHOLE (SANITARY)	ADD 2B	13.11	LIN FT	\$550.00	\$7,210.50	\$1,089.00	\$14,276.79	\$550.00	\$7,210.50	\$974.00	\$12,769.14	\$1,012.76	\$13,277.28
125	8" OUTSIDE DROP	ADD 2B	1	EACH	\$1,000.00	\$1,000.00	\$1,629.00	\$1,629.00	\$5,500.00	\$5,500.00	\$5,165.00	\$5,165.00	\$5,380.21	\$5,380.21
126	CASTING ASSEMBLY (SANITARY MANHOLE)	ADD 2B	2	EACH	\$1,200.00	\$2,400.00	\$1,264.00	\$2,528.00	\$1,100.00	\$2,200.00	\$1,221.00	\$2,442.00	\$1,276.88	\$2,553.76
127	4" PVC SANITARY SEWER SERVICE PIPE, 3.0' BURY	ADD 2B	647	LIN FT	\$50.00	\$32,350.00	\$20.00	\$12,940.00	\$26.00	\$16,822.00	\$36.60	\$23,680.20	\$28.03	\$18,135.41
128	SANITARY SEWER CAMPER SERVICE, 3.0' BURY	ADD 2B	12	EACH	\$1,000.00	\$12,000.00	\$242.00	\$2,904.00	\$2,000.00	\$24,000.00	\$530.00	\$6,360.00	\$1,952.77	\$23,433.24
129	4" X 8" WYE	ADD 2B	12	EACH	\$700.00	\$8,400.00	\$422.00	\$5,064.00	\$640.00	\$7,680.00	\$193.00	\$2,316.00	\$383.61	\$4,603.32
						\$96,540.50		\$66,604.69		\$91,062.50		\$80,824.74		\$85,803.65
ADD ALTERNATE 3A -WATER SERVICE EXTENSION TO RANGE														
130	TURF ESTABLISHMENT	ADD 3A	0.23	ACRE	\$9,500.00	\$2,185.00	\$7,205.00	\$1,657.15	\$8,000.00	\$1,840.00	\$6,963.00	\$1,601.49	\$8,647.30	\$1,988.88
131	TEMPORARY SITE STABILIZATION	ADD 3A	0.23	AREA	\$5,000.00	\$1,150.00	\$467.50	\$107.53	\$1,500.00	\$345.00	\$452.00	\$103.96	\$1,288.65	\$296.39

ABSTRACT OF BIDS

DeLagoon Park Improvements Project
 City of Fergus Falls, MN
 BMI Project Number OW1.127028
 Bid Opening 3/19/2024 @ 2:00pm

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		Comstock Construction Inc.		J.R. Ferche, Inc.		LinnCo, Inc.		Meyer Contracting, Inc.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
132	YARD HYDRANT, 9.0' BURY	ADD 3A (3)	1	EACH	\$1,000.00	\$1,000.00	\$627.00	\$627.00	\$1,400.00	\$1,400.00	\$683.00	\$683.00	\$2,408.13	\$2,408.13
133	1" CORP STOP AND SADDLE	ADD 3A	1	EACH	\$600.00	\$600.00	\$597.00	\$597.00	\$510.00	\$510.00	\$558.00	\$558.00	\$1,486.25	\$1,486.25
134	1" CURB STOP AND BOX	ADD 3A	1	EACH	\$1,000.00	\$1,000.00	\$687.00	\$687.00	\$550.00	\$550.00	\$731.00	\$731.00	\$846.32	\$846.32
135	1" PE WATER SERVICE LINE, 9.0' BURY	ADD 3A (3)	452	LIN FT	\$36.00	\$16,272.00	\$27.80	\$12,565.60	\$21.00	\$9,492.00	\$31.55	\$14,260.60	\$19.57	\$8,845.64
						\$22,207.00		\$16,241.28		\$14,137.00		\$17,938.05		\$15,871.61
ADD ALTERNATE 3B -RAISED WATER SERVICE EXTENSION TO RANGE														
136	TURF ESTABLISHMENT	ADD 3B	0.23	ACRE	\$9,500.00	\$2,185.00	\$7,205.00	\$1,657.15	\$8,000.00	\$1,840.00	\$6,963.00	\$1,601.49	\$8,647.30	\$1,988.88
137	TEMPORARY SITE STABILIZATION	ADD 3B	0.23	AREA	\$5,000.00	\$1,150.00	\$467.50	\$107.53	\$1,500.00	\$345.00	\$452.00	\$103.96	\$1,288.65	\$296.39
138	YARD HYDRANT, 3.0' BURY	ADD 3B (3)	1	EACH	\$1,000.00	\$1,000.00	\$411.00	\$411.00	\$1,200.00	\$1,200.00	\$563.00	\$563.00	\$1,790.05	\$1,790.05
139	1" CORP STOP AND SADDLE	ADD 3B	1	EACH	\$600.00	\$600.00	\$488.00	\$488.00	\$510.00	\$510.00	\$669.00	\$669.00	\$1,486.25	\$1,486.25
140	1" CURB STOP AND BOX	ADD 3B	1	EACH	\$1,000.00	\$1,000.00	\$577.00	\$577.00	\$550.00	\$550.00	\$731.00	\$731.00	\$846.32	\$846.32
141	1" PE WATER SERVICE LINE, 3.0' BURY	ADD 3B (3)	452	LIN FT	\$26.00	\$11,752.00	\$13.50	\$6,102.00	\$21.00	\$9,492.00	\$27.50	\$12,430.00	\$16.04	\$7,250.08
						\$17,687.00		\$9,342.68		\$13,937.00		\$16,098.45		\$13,657.97
ADD ALTERNATE 4 -BITUMINOUS PAVEMENT ON MAIN TO 2ND INTERSECTION														
142	COMMON EXCAVATION	ADD 4 (P) (EV)	188	CU YD	\$9.25	\$1,739.00	\$13.15	\$2,472.20	\$45.00	\$8,460.00	\$32.10	\$6,034.80	\$20.09	\$3,776.92
143	TYPE 12.5 NON-WEARING COURSE (SPNWB230C)	ADD 4	229	TON	\$130.00	\$29,770.00	\$118.80	\$27,205.20	\$125.00	\$28,625.00	\$149.00	\$34,121.00	\$111.34	\$25,496.86
144	TYPE 9.5 WEARING COURSE (SPWEA240C)	ADD 4	138	TON	\$130.00	\$17,940.00	\$119.90	\$16,546.20	\$130.00	\$17,940.00	\$125.00	\$17,250.00	\$112.37	\$15,507.06
						\$49,449.00		\$46,223.60		\$55,025.00		\$57,405.80		\$44,780.84
ADD ALTERNATE 5 -BITUMINOUS PAVEMENT ON ALL ROADS(NOT TENT)														
145	COMMON EXCAVATION	ADD 5 (P) (EV)	430	CU YD	\$9.25	\$3,977.50	\$10.15	\$4,364.50	\$38.00	\$16,340.00	\$32.10	\$13,803.00	\$20.10	\$8,643.00
146	TYPE 12.5 NON-WEARING COURSE (SPNWB230C)	ADD 5	527	TON	\$120.00	\$63,240.00	\$122.10	\$64,346.70	\$128.00	\$67,456.00	\$149.00	\$78,523.00	\$114.43	\$60,304.61
147	TYPE 9.5 WEARING COURSE (SPWEA240C)	ADD 5	316	TON	\$120.00	\$37,920.00	\$119.90	\$37,888.40	\$130.00	\$41,080.00	\$125.00	\$39,500.00	\$112.37	\$35,508.92
						\$105,137.50		\$106,599.60		\$124,876.00		\$131,826.00		\$104,456.53
ADD ALTERNATE 6 -BITUMINOUS PAVEMENT ON ALL ROADS														
148	COMMON EXCAVATION	ADD 6 (P) (EV)	184	CU YD	\$9.25	\$1,702.00	\$14.20	\$2,612.80	\$45.00	\$8,280.00	\$32.10	\$5,906.40	\$20.10	\$3,698.40
149	TYPE 12.5 NON-WEARING COURSE (SPNWB230C)	ADD 6	225	TON	\$110.00	\$24,750.00	\$122.10	\$27,472.50	\$128.00	\$28,800.00	\$152.00	\$34,200.00	\$114.43	\$25,746.75
150	TYPE 9.5 WEARING COURSE (SPWEA240C)	ADD 6	135	TON	\$110.00	\$14,850.00	\$119.90	\$16,186.50	\$130.00	\$17,550.00	\$125.00	\$16,875.00	\$112.37	\$15,169.95
						\$41,302.00		\$46,271.80		\$54,630.00		\$56,981.40		\$44,615.10
ADD ALTERNATE 7A -WALK IN TENT SITES														
151	TURF ESTABLISHMENT	ADD 7A	0.47	ACRE	\$9,500.00	\$4,465.00	\$7,205.00	\$3,386.35	\$8,000.00	\$3,760.00	\$6,963.00	\$3,272.61	\$8,647.06	\$4,064.12
152	COMMON EXCAVATION	ADD 7A (P) (E)	474	CU YD	\$9.25	\$4,384.50	\$14.20	\$6,730.80	\$25.00	\$11,850.00	\$32.10	\$15,215.40	\$20.10	\$9,527.40
153	SALVAGE, STOCKPILE, AND RESPREAD TOPSOIL	ADD 7A (P) (E)	609	CU YD	\$4.00	\$2,436.00	\$16.60	\$10,109.40	\$25.00	\$15,225.00	\$34.00	\$20,706.00	\$16.83	\$10,249.47
154	TEMPORARY SITE STABILIZATION	ADD 7A	0.47	ACRE	\$5,000.00	\$2,350.00	\$467.50	\$219.73	\$1,500.00	\$705.00	\$452.00	\$212.44	\$1,288.66	\$605.67
155	SIGN POST	ADD 7A	24	LIN FT	\$10.00	\$240.00	\$22.90	\$549.60	\$36.00	\$864.00	\$22.10	\$530.40	\$32.00	\$768.00
156	TRAFFIC SIGN	ADD 7A	1.25	SQ FT	\$35.00	\$43.75	\$27.50	\$34.38	\$85.00	\$106.25	\$26.60	\$33.25	\$75.00	\$93.75
157	AGGREGATE BASE, CLASS 5	ADD 7A (CV)	42	CU YD	\$40.00	\$1,680.00	\$55.20	\$2,318.40	\$50.00	\$2,100.00	\$66.70	\$2,801.40	\$78.65	\$3,303.30
158	YARD HYDRANT, 9.0' BURY	ADD 7A (3)	1	EACH	\$1,000.00	\$1,000.00	\$757.00	\$757.00	\$1,400.00	\$1,400.00	\$683.00	\$683.00	\$2,408.13	\$2,408.13
159	1" CORP STOP AND SADDLE	ADD 7A	1	EACH	\$600.00	\$600.00	\$817.00	\$817.00	\$510.00	\$510.00	\$558.00	\$558.00	\$1,486.25	\$1,486.25
160	1" PE WATER SERVICE LINE, 9.0' BURY	ADD 7A (3)	48	LIN FT	\$36.00	\$1,728.00	\$34.15	\$1,639.20	\$24.00	\$1,152.00	\$31.55	\$1,514.40	\$51.06	\$2,450.88
						\$18,927.25		\$26,561.85		\$37,672.25		\$45,526.90		\$34,956.97
ADD ALTERNATE 7B -WALK IN TENT SITES, RAISED WATER														
161	TURF ESTABLISHMENT	ADD 7B	0.56	ACRE	\$9,500.00	\$5,320.00	\$7,205.00	\$4,034.80	\$8,000.00	\$4,480.00	\$6,963.00	\$3,899.28	\$8,649.86	\$4,843.92
162	TEMPORARY SITE STABILIZATION	ADD 7B	0.56	ACRE	\$5,000.00	\$2,800.00	\$467.50	\$261.80	\$1,500.00	\$840.00	\$452.00	\$253.12	\$1,288.66	\$721.65

ABSTRACT OF BIDS

DeLagoon Park Improvements Project
 City of Fergus Falls, MN
 BMI Project Number OW1.127028
 Bid Opening 3/19/2024 @ 2:00pm

ITEM NO.	ITEM	NOTES	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		Comstock Construction Inc.		J.R. Ferche, Inc.		LinnCo, Inc.		Meyer Contracting, Inc.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
163	SIGN POST	ADD 7B	24	LIN FT	\$10.00	\$240.00	\$22.90	\$549.60	\$25.00	\$600.00	\$22.10	\$530.40	\$32.00	\$768.00
164	TRAFFIC SIGN	ADD 7B	1.25	SQ FT	\$35.00	\$43.75	\$27.50	\$34.38	\$30.00	\$37.50	\$0.00	\$0.00	\$75.00	\$93.75
165	YARD HYDRANT, 3.0' BURY	ADD 7B (3)	1	EACH	\$1,000.00	\$1,000.00	\$411.00	\$411.00	\$1,200.00	\$1,200.00	\$563.00	\$563.00	\$1,790.05	\$1,790.05
166	1" CORP STOP AND SADDLE	ADD 7B	1	EACH	\$600.00	\$600.00	\$487.00	\$487.00	\$510.00	\$510.00	\$558.00	\$558.00	\$1,486.25	\$1,486.25
167	1" PE WATER SERVICE LINE, 3.0' BURY	ADD 7B (3)	48	LIN FT	\$26.00	\$1,248.00	\$17.65	\$847.20	\$24.00	\$1,152.00	\$27.50	\$1,320.00	\$30.25	\$1,452.00
						\$11,251.75		\$6,625.78		\$8,819.50		\$7,123.80		\$11,155.62
ADD ALTERNATE 8 - RAISED WATER MAIN														
168	6" PVC WATERMAIN	ADD 8 (2)	-1955	LIN FT	\$60.00	-\$117,300.00	\$44.20	-\$86,411.00	\$50.00	-\$97,750.00	\$57.00	-\$111,435.00	\$51.98	-\$101,620.90
169	6" GATE VALVE & BOX	ADD 8	-4	EACG	\$2,500.00	-\$10,000.00	\$2,371.00	-\$9,484.00	\$2,550.00	-\$10,200.00	\$2,709.00	-\$10,836.00	\$3,031.54	-\$12,126.16
170	WATERMAIN FITTINGS	ADD 8 (2)	-372	LBS	\$20.00	-\$7,440.00	\$18.35	-\$6,826.20	\$12.00	-\$4,464.00	\$17.00	-\$6,324.00	\$17.55	-\$6,528.60
171	YARD HYDRANT, 9.0' BURY	ADD 8 (2)	-36	EACH	\$1,000.00	-\$36,000.00	\$425.95	-\$15,334.20	\$1,400.00	-\$50,400.00	\$683.00	-\$24,588.00	\$2,408.13	-\$86,692.68
172	YARD HYDRANT, 3.0' BURY	ADD 8	36	EACH	\$1,000.00	\$36,000.00	\$229.15	\$8,249.40	\$1,200.00	\$43,200.00	\$563.00	\$20,268.00	\$1,790.03	\$64,441.08
173	1" PE WATER SERVICE LINE, 9.0' BURY	ADD 8 (2)	-1621	LIN FT	\$36.00	-\$58,356.00	\$20.30	-\$32,906.30	\$24.00	-\$38,904.00	\$31.55	-\$51,142.55	\$26.81	-\$43,459.01
174	1" PE WATER SERVICE LINE, 3.0' BURY	ADD 8	1772	LIN FT	\$26.00	\$46,072.00	\$15.70	\$27,820.40	\$21.00	\$37,212.00	\$27.50	\$48,730.00	\$16.41	\$29,078.52
175	2" PE WATER SERVICE LINE, 3.0' BURY	ADD 8	1966	LIN FT	\$40.00	\$78,640.00	\$29.90	\$58,783.40	\$30.00	\$58,980.00	\$37.10	\$72,938.60	\$30.25	\$59,471.50
176	2" BLOWOUT STATION	ADD 8	4	EACH	\$1,400.00	\$5,600.00	\$2,704.00	\$10,816.00	\$7,600.00	\$30,400.00	\$3,574.00	\$14,296.00	\$6,620.47	\$26,481.88
177	2" CORP STOP AND SADDLE	ADD 8	4	EACH	\$1,200.00	\$4,800.00	\$942.00	\$3,768.00	\$2,100.00	\$8,400.00	\$769.00	\$3,076.00	\$2,309.79	\$9,239.16
178	1" CORP STOP AND SADDLE	ADD 8 (2)	-36	EACH	\$600.00	-\$21,600.00	\$443.00	-\$15,948.00	\$510.00	-\$18,360.00	\$557.00	-\$20,052.00	\$1,486.24	-\$53,504.64
179	2" X 1" TEE	ADD 8	36	EACH	\$100.00	\$3,600.00	\$454.00	\$16,344.00	\$700.00	\$25,200.00	\$615.00	\$22,140.00	\$862.95	\$31,066.20
						-\$75,984.00		-\$41,128.50		-\$16,686.00		-\$42,928.95		-\$84,153.65
ADD ALTERNATE 9 - PICNIC TABLES														
180	PICNIC TABLE	ADD 9	55	EACH	\$1,500.00	\$82,500.00	\$1,703.00	\$93,665.00	\$2,000.00	\$110,000.00	\$1,410.00	\$77,550.00	\$1,742.27	\$95,824.85
						\$82,500.00		\$93,665.00		\$110,000.00		\$77,550.00		\$95,824.85
ADD ALTERNATE 10 - FIRE PITS														
181	FIRE RING	ADD 10	55	EACH	\$1,000.00	\$55,000.00	\$545.00	\$29,975.00	\$720.00	\$39,600.00	\$449.00	\$24,695.00	\$608.25	\$33,453.75
						\$55,000.00		\$29,975.00		\$39,600.00		\$24,695.00		\$33,453.75



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MEMORANDUM

Date: May 6, 2024
To: Honorable Mayor Schierer and City Council Members
From: Grant J. Kuper, PE, CFM, Project Manager
Kent Louwagie, PE, Principal Engineer
Subject: DeLagoon Park Improvements
City of Fergus Falls, Minnesota
Project No.: OW1.127028

Overview

In November of 2022, residents of Fergus Falls voted to approve a \$5.2 million local option sales tax to complete lighting and campground improvements at DeLagoon Park. Lighting improvements at the softball complex began this past winter and are nearly complete for the upcoming season. Pending city council approval, campground improvements would occur throughout the summer of 2024 into early 2025, and Legion and Farmers field lighting improvements would occur this fall.

Campground Improvements Bid Package

As directed by the City Council, the DeLagoon Park Improvements project (campground improvements) was advertised for bid, and bids were publicly opened on March 19, 2024. Four bids were received. The bidding documents included 14 bid alternates that modified the project scope, allowing maximum budget flexibility. Since bids were opened, Bolton & Menk Inc. has been coordinating with the Project Management Team (PMT) to select the most cost-effective alternates that maximize the amount of improvements to be completed within the total project budget.

The scope of work recommended for award generally includes the following improvements:

- 10 RV camp sites with sewer, water, and electric hookups
- 32 RV camp sites with water and electric hookups
- 8 tent sites
- RV dump station
- Shower / restroom building
- Paved campground road from the main entrance to the bath house, gravel roads elsewhere
- Sewer and water service stubs for the soccer fields
- Water service stub for the BMX track
- Replacement sewer and water services to the softball complex (eliminating the drain field)
- Water service to the shooting range
- New electrical service throughout the campground
- New sanitary sewer lift station that serves the entire project area

The engineer's estimate and the apparent low bid amounts for the base bid and recommended alternates are shown in the following table:

DeLagoon Park Improvements Item	Engineer's Estimate	Comstock Construction, Inc.
Base Bid	\$3,407,902.25	\$3,290,437.93
Alternate 3B (Water service to shooting range)	\$17,687.00	\$9,342.68
Alternate 4 (Paved road to shower building)	\$49,449.00	\$46,223.60
Alternate 8 (Install all water at shallower depth)	(\$75,984.00)	(\$41,128.50)
Total:	\$3,399,054.25	\$3,304,875.71

The apparent low, responsible bidder is Comstock Construction Inc. The bids received were competitive and responsive. Comstock Construction has completed the work on phases 1 and 2 of the Downtown Riverfront Improvements, and they are qualified to complete the construction of this project.

Ballfield Lighting

As noted previously, a contract to replace the softball complex lights was approved in December of 2023. Construction began shortly thereafter and is nearly complete. Lighting improvements at Legion and Farmers field was paused until the campground bids were received so the entire project budget could be further evaluated. After bids were received in March, it became apparent that a measured approach would be necessary to improve the lighting at Legion and Farmers fields.

The recommended approach to lighting improvements at Legion and Farmers fields is a retrofit project. This would consist of installing new LED fixtures on the existing poles at Legion Field. The existing fixtures at Legion Field would be salvaged and installed at Farmers Field. Taller poles would be installed at Farmers field in the infield. These improvements would provide significant upgrades to the lighting systems on both fields. The retrofit approach provides \$417,803 in savings when compared to complete replacement with all new lights at both fields. Quotes for the retrofit lighting project were requested from multiple contractors. Otter Electric of Fergus Falls provided the lowest quote. Otter Electric has completed work at DeLagoon park previously and is capable of completing this work.

Additionally, during construction of the softball complex lighting this winter, it was discovered that the existing direct bury wiring system was failing. After further investigation, it was determined the most cost-effective solution was to replace the existing wiring system with new wiring in PVC conduit. The table below summarizes the recommended lighting improvements at the softball and baseball fields.

Field Lighting Item	Estimated Cost
Softball Complex Lighting (previously approved)	\$743,459.00
Retrofit Legion Field Lighting	\$163,500.00
Retrofit Farmers Field Lighting	\$49,000.00
Replace Wiring System at Softball Complex	\$29,500.00
Total	\$985,459.00

Project Budget

The total estimated project cost to complete the campground and lighting improvements, as recommended above, is \$5,512,369.07. This is \$312,369.07 more the approved local option sales tax amount of \$5,200,000. At a meeting with the PMT on April 29th, it was proposed to cover this cost with two additional funding sources; the remaining local option sales tax funds from the Fergus Falls Public Library Project, and utility funds. A breakdown of the total estimated project costs and funding sources is attached to this memo.

Name: DeLagoon Park Improvements Bid Recommendation

Date: May 6th, 2024

Page: 3

As is typical for projects of this nature, the project budget includes a 10% construction contingency. The contingency funds will be monitored closely during construction. If the budget allows, some alternates not currently recommended for award may be reconsidered and presented to the council to be added back into the project. This may consist of additional paving in the campground or similar improvements.

Conclusion and Recommendation

The proposed project would make significant improvements to the amenities available at DeLagoon Park. The recommended project scope was carefully considered to maximize those improvements with the budget in mind. If the City of Fergus Falls wishes to proceed with the improvements outlined above, we recommend awarding the DeLagoon Park Improvements contract, with alternates 3B, 4, and 8, to Comstock Construction, Inc., and authorizing city staff to proceed with the quoted electrical improvements.

Enclosures: Total Estimated Project Cost
DeLagoon Park Campground Site Plan
DeLagoon Park Overview Figure

Total Estimated Project Cost

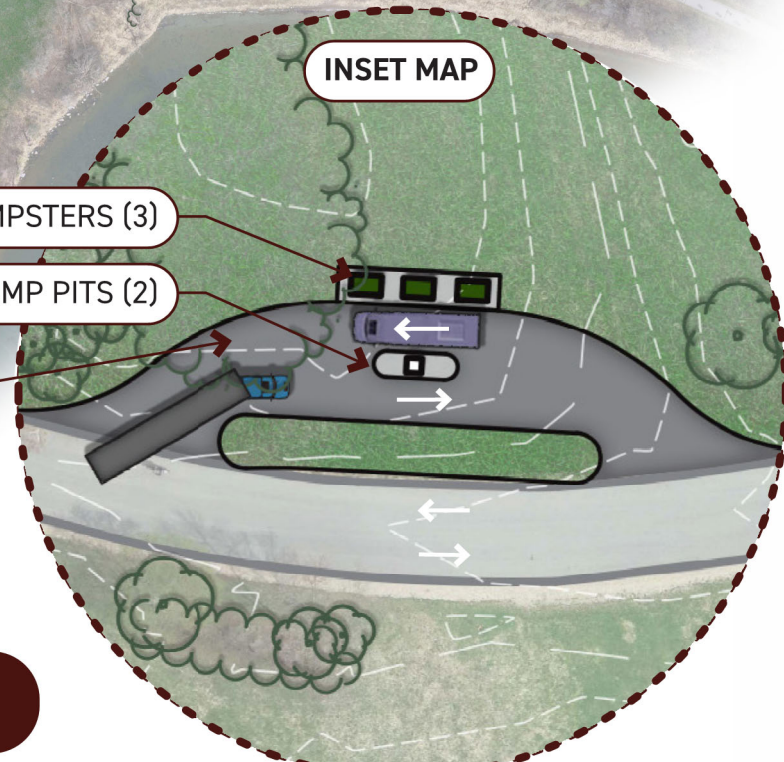
DeLagoon Park Improvements
City of Fergus Falls, Minnesota
BMI Project No: 0W1.127028
5/6/2024



DeLagoon Park Improvements	Costs
Campground Construction Costs (Using Comstock Construction's Bid Prices)	
Estimated Construction Cost (including alternates 3B, 4, & 8)	\$3,304,875.71
10% Construction Contingency	\$330,000.00
Total Estimated Campground Construction Costs	\$3,634,875.71
Lighting Construction Costs	
Softball Complex Lighting	\$743,459.00
Retrofit of Legion Field Lighting	\$163,500.00
Retrofit of Farmers Field Lighting	\$49,000.00
Rewiring of Softball Complex	\$29,500.00
Total Estimated Lighting Construction Costs	\$985,459.00
Miscellaneous Costs	
Concession Building Upgrades at Softball Complex & Soccer Field Restroom	\$200,000.00
City procured Picnic Tables & Fire Rings	\$84,000.00
Total Estimated Miscellaneous Construction Costs	\$284,000.00
Soft Costs - From 2021 through Construction	
Update Master Plan	\$7,000.00
Design Engineering (Completed)	\$264,100.00
Construction Engineering	\$242,300.00
City Expenses to Date	\$50,384.36
City Engineering	\$25,000.00
Preliminary Geotechnical Report	\$19,250.00
Total Estimated Soft Costs	\$608,034.36
Total Estimated Project Cost	\$5,512,369.07
City Funding Sources	
Local Option Sales Tax - G.O. Bonds	\$5,200,000.00
Other City Funds (Remaining Local Option Sales Tax Funds, Utility Funds)	\$312,369.07
Total City Funding Sources	\$5,512,369.07



INDICATES ADA ACCESSIBLE SITES





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City Council Minutes
April 15, 2024

The Fergus Falls City Council held a regular meeting on April 15, 2024, at 5:30 pm in the City Council Chambers. Pastor David Strom gave the invocation, and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order, and the following council members were in attendance: Kremer, Thompson, Rachels, Hicks, Fish, Job and Kvamme. Rufer was absent.

Approval of the Agenda

A motion and second were made by Hicks and Rachels to approve the agenda and the motion carried.

Preliminary Cost Hearing (PI 5373)

The city received a petition to pave Shoreview Drive from Pebble Lake Road to the cul-de-sac. The estimated project cost is \$286,985 and notices were sent to affected property owners who could pay for their portion for the project through a special assessment over 15 years with an interest rate not to exceed 6.5%. Staff reviewed the estimated costs, the financing plan, and the active and deferred assessments. The public hearing opened at 5:36 pm. One resident called the city expressing their support for the project. Dale Hegland, 1729 Shoreview Drive and Bruce Money 1822 Shoreview Drive spoke in support of the project. The public hearing closed at 5:41pm. Fish offered **Resolution #71-2024** ordering plans and specifications for PI 5373, the Shoreview Drive improvements, which was seconded by Thompson and was adopted.

Public Hearing for TIF Redevelopment District

The city has been working on the potential acquisition and redevelopment of the property located at 801 W Stanton Avenue. Rivers Edge LLC, an affiliate of D. W. Jones Inc. has submitted a Letter of Intent to acquire the property after the city purchases the property, had the buildings demolished and the site cleaned up. They are willing to pay \$300,000 for a clean site and plan to construct a 60-unit market rate housing project to accommodate the city's need for workforce housing. The developer requested the city consider the establishment of a redevelopment Tax Increment Financing (TIF) District to provide gap financing and be the required local funding match for the Minnesota Work Force Housing Development program they plan to apply for. The housing project is estimated at \$11.5 million and would not be possible but for the use of TIF. The total estimated gross tax increment over 26 years is \$3.1 million. The Developers Agreement would state the number of years or dollar amount, whichever comes first.

Skip Duchesneau of Rivers Edge reviewed housing projects they have completed in other communities, and their experience in working with various housing finance programs. The new housing units will not only fill an identified community need but will improve a blighted property along the Ottertail River. They plan to apply for a grant from the Minnesota Work Force Housing Development program and they would use TIF for the matching funds program requires. If either the grant or TIF is not awarded, the project will not proceed. Other housing projects have been successful because those communities have either supported them by providing TIF or tax abatement. A public hearing was opened at 5:53 pm regarding the creation of a Tax Increment Financing redevelopment district at 801 W Stanton Avenue.

- Duane Cookman clarified the property is not actually along the riverfront but rather has a riverfront view.

- Laurie Mullen felt the city was spending more than they would receive in benefit. She referenced the city's strategic plan and does not feel the city has an appetite for TIF housing projects and should reconsider these transactions.
- Jeff Ackerson, President of Vector Windows disagreed stating businesses do have an appetite for workforce housing and without additional housing in Fergus Falls they cannot attract workers. Tax Increment Financing is a standard practice to build this type of housing and the tax revenue would be collected over time. He encouraged the city to think about long-term investments into the community and explained we will not grow if we don't plan for the future. He urged support for the development, cleaning up blighted property and investing in the future of Fergus Falls.
- Mikel Olson of the Fergus Falls HRA thanked developers for their decision to invest in Fergus Falls and spoke about the extensive work they have done to secure the state grant funds. He spoke highly of the developer's experience and history in workforce housing and supported the use of TIF to make the project feasible.
- Lisa Workman said the Chamber of Commerce members report finding employees is their biggest struggle. This project would be an opportunity for new employees and their families to move to the community and without this project, there are not enough homes to accommodate the workers our businesses need.
- Debbie Smith asked if this property was opened for bids by others and does the state funding have any strings attached?

City Administrator Andrew Bremseth explained the city does not own the site and there is nothing preventing another developer from submitting a Letter of Intent. The city is working in good faith with the property owner and securing resources to facilitate this project. Duchesneau confirmed this state program is straightforward. After being awarded the funding, the developer builds the structure, obtains a certificate of occupancy, the loan is forgiven, and the project is considered complete. The public hearing was suspended until April 24 at 7:00 am when the council will hold a special council meeting to consider the creation of a TIF redevelopment district at 801 W Stanton Avenue.

Public Hearing for Business Subsidy Loan

The city is proposing a \$500,000 loan to Mark and Brenda Christopherson, the owners of the property at 801 W Stanton. The funds would be provided to reduce debt on the property and cover the costs of demolition and it would be repaid to the city upon closing. Hicks asked about the liens on the property and thought there was a verbal agreement for a 5% interest rate, not 3.09% as listed in the documents. The city attorney said the loan proceeds would pay off the liens and current mortgage while securing the city's first position on the property. The city requested a 5% interest rate on the loan and the seller's attorney countered with 3.09%. The city also has safeguards of a life insurance policy assigned to the city, a personal guarantee and mortgage. A loan of this size requires a public hearing which opened at 6:18 pm.

- Mark Leighton did not take issue with the developer or the land sale but asked how the city plans to pay for this. He felt the city is overspending on what residents can afford.

The hearing closed at 6:20 pm. Hicks offered **Resolution #72-2024** approving a business subsidy loan in the amount of \$500,000 to Mark and Brenda Christopherson for the property located at 801 W Stanton Avenue with a 5% interest rate on the loan, which was seconded by Job and was adopted.

Purchase Agreement at 801 W Stanton Avenue

The city plans to enter into a purchase agreement for \$950,000 with Mark and Brenda Christopherson for the acquisition of a clean site at 801 W Stanton Avenue. The city has secured \$640,250 from DEED's Community Energy Transition Grant program. They have received \$100,275 from the State of Minnesota's Statewide Affordable Housing Aid initiative in 2023 and expect to receive the same amount in 2024. Following the acquisition of the property and subsequent clean up, the city will work towards a workforce housing project on the site. Rachels offered **Resolution #73-2024** authorizing the city to enter into a Purchase Agreement for \$950,000 with Mark and Brenda Christopherson for the acquisition and cleanup of 801 W Stanton Avenue, which was seconded by Thompson and was adopted.

Proclamation for Arbor Day

Mayor Schierer read a proclamation declaring April 26, 2024, as Arbor Day.

Proclamation for Small Business Week

Mayor Schierer read a proclamation declaring April 28-May 4, 2024, as Small Business Week.

Fergus Falls Public Library Annual Report

Gail Hedstrom gave the 2023 Fergus Falls Public Library annual report highlighting the number of registered users, items circulated and volunteer hours. Their staff proudly serves their patrons through diverse programming, special events, and assistance to the community. She announced Children's Librarian Arielle McCune was awarded the Women United's Literacy Champion of the Year.

Consent Agenda

The following items were approved under **Resolution #74-2024** by Thompson: Motion approving the open and closed minutes from the April 1, 2024, City Council meeting and the April 10, 2024, Committee of the Whole meeting. Motion approving the following licenses: Mobile Food Vendor Permit Fish Factor 108 LLC, Lowrider Tacos and Pizza, Stony Brook Donut Company, Big J's Smokehouse; Fireworks Sales WalMart; Mechanical H. A. Thompson & Sons; Paving/Sidewalk Robert Nordick Construction; Wine and Strong Beer Liquor License Kaddatz Galleries. **Resolution #75-2024** approving budget adjustments. **Resolution #76-2024** approving the pay equity report, authorizing signatures, and submitting the report to the Minnesota Management and Budget Office. **Resolution #77-2024** accepting the project plans and specifications and authorizing the advertising of bids for PI 5377, the 2024 mill and overlay projects. **Resolution #78-2024** initiating PI 5376, the DeLagoon Park access road improvements and authorizing the acceptance of the State Park Road Account offer in the amount of \$209,049. The resolution was seconded by Kremeier and was adopted.

Kremeier removed the roundabout grant offer to ask if the funds could be used for another project. Staff replied \$790,000 was awarded by the Local Road Improvement Program specifically to pay for the city's portion of this project. Kvamme offered **Resolution #79-2024** authorizing the acceptance of the Local Road Improvement Project grant offer in the amount of \$790,000 for PI 5362, which was seconded by Fish and was adopted with Kremeier voting in opposition.

No Mow May

Rachels offered **Resolution #80-2024** granting property owners a temporary exemption from City Code 95.04 (C) not allowing for grass height to exceed 6" in height for the month of May, which was seconded by Job and was adopted.

Downtown Riverfront Project Fencing

Three options were presented for fencing at Phase II of the downtown riverfront project near the splash pad and a recommendation was made at the April 10 Committee of the Whole meeting to proceed with the steel fence as there is sufficient funding in the contingency budget to address this safety concern. Kremeier suggested since fencing is not a code requirement the city should commit funds equal to the cost of the split rail fence and ask the fundraising committee to raise the additional \$50,000. Mayor Schierer did not feel safety should be contingent upon fundraising. Fish agreed even if the code does not require fencing, this is a safety concern that needs to be addressed. Hicks suggested safety components in future projects be a part of the base bid and not an alternate. He felt the city needs to be accountable for taxpayer funds and it is prudent to ensure the fundraising committee can meet their obligations. Last week staff reported the fundraising committee had raised all but \$205,000 of their \$2 million goal. Since then an \$125,000 was received bringing them \$80,000 from their goal. They are committed to finding the additional funds and thanked the donors for their generosity. Fish offered **Resolution #81-2024** accepting the proposal for a steel fence for Public Improvement 9767, the Downtown Riverfront Improvement Project, which was seconded by Job and was adopted.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$1,653,975.37, which was seconded by Thompson and was adopted.

Franchise Fees

The city has been considering the implementation of franchise fees and projections show they would generate \$1.3 million annually and those funds would be dedicated to street and infrastructure projects. If the council wants to proceed, they need to make a motion directing the city attorney to draft the ordinances. The ordinances would be brought forward to a first and second reading and it would take another 90 days before the 5% franchise fee on gas and electricity is implemented. The city would continue their annual evaluation of utility rates and recommend any necessary adjustments. If the council does not want to proceed, then no action will be required.

Jon Pauna of Moore Engineering explained they were engaged by the city to look at the city's projects, street conditions, infrastructure needs and debt service. From that information they have identified a schedule of additional projects that can be done beyond the city's annual street projects if a franchise fee is implemented. To engage the community, they held an open house on March 21 that was attended by 10 participants and 34 people took the four-question survey. A motion and second were made by Rachels and Thompson directing the city attorney to draft ordinances implementing franchise fees with a first reading on May 6. The meeting was opened for public comment.

- Lisa Workman spoke about the Chamber's survey and said local small businesses are already struggling and these additional fees would be overwhelming. She felt their membership is more concerned with business than road conditions.
- Brenden Janssen was not aware of the survey and felt people will struggle with the additional fee.
- Mark Leighton reviewed a hypothetical budget and the hardship an additional fee would bring. He felt this was the wrong time to take this action.
- Mary Jo Igelstad said this is the first time she heard of the open house and more effort should have been made in publicizing the open house.

The motion was called to a vote and carried 5-2. Voting in favor were Thompson, Rachels, Hicks, Job and Kvamme. Fish and Kremeier were opposed.

Charter Commission Follow-Up

A statement from the Chair of the Charter Commission was read stating they reviewed the assertion that Kremeier resigned his seat when he addressed the council during the open forum on March 4. After discussing the matter, the consensus of the commission was his actions did not meet the requirement of a vacancy as per Charter 2.04.

Open Forum Policy Revision

At the April 10 Committee of the Whole meeting the council made a recommendation to reconsider televising the open forum portion of the meeting. Kremeier advocated televising the public comments, extending the time limit to 5 minutes and the council responds to comments. Hicks agreed holding the open forum within the regular council meeting was better suited for the public. Mayor Schierer suggested the council meeting begin with the invocation and Pledge of Allegiance, followed by the call to order, roll call and the open forum. Job and Fish were in favor of that compromise noting if there is an item that needs to be added to that night's agenda, it could be done with unanimous consent. Kvamme stated his preference is the open forum to be held outside the meeting. Fish offered **Resolution #82-2024** revising the open forum policy so that it is held between the roll call and approval of the agenda and to televise the open forum, which was seconded by Job.

- Kristi Hanson encouraged the council to welcome free speech and felt the verbal attacks would stop if people were invited to speak at council meetings.
- Al Frank appreciated the open forum being televised.
- Bob Noah said the council has trampled on his first amendment rights and the mayor publicly characterized him as dangerous and angry. He asked to bring back town hall meetings.
- Mary Jo Igelstad did not feel the council should limit the number of times a subject can be brought up by the same resident.
- Debbie Smith asked how people were supposed to learn of the franchise fee survey and felt more communication should have been utilized.
- Duane Cookman felt the speakers at the townhall meetings were inspirational when they talked about how businesses help their communities grow and felt the city should find an investor for the dairy property.
- Mark Leighton suggested the mayor and council forego their stipend to fund the TIF allocation to the developer or the splashpad fence. He felt the public should be allowed to speak as often as they needed on a topic.
- Pam Ballard was concerned with the splash pad users taking away parking spaces from the senior center. Mayor Schierer assured her the senior center staff and membership have been included in the plans.
- Mark Hermes felt Kremeier stepping down from his council seat to address the open forum was not necessary for the Charter Commission to address and asked how council members could speak without consequences.

The resolution revising the open forum policy was called to a vote and was adopted 6-1 with Kvamme voting in opposition. The meeting adjourned at 7:42 pm

Lynne Olson

5:15 Open Forum-Laurie Mullen spoke about the city's strategic plan and TIF policy.

DRAFT

Special City Council Meeting
April 24, 2024

The Fergus Falls City Council held a special meeting on Wednesday April 24, 2024, at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order, and the following council members were in attendance: Kremeier, Thompson, Rachels, Hicks, Fish, Job, Kvamme and Rufer.

Redevelopment Tax Increment Financing District for 801 W Stanton Avenue

Mikaela Huot of Baker Tilly Municipal Advisors reviewed the assistance request for Tax Increment Financing (TIF) for redevelopment district 4-17 at 801 W Stanton Avenue. The developer is proposing to build a 60-unit apartment complex to accommodate the city's need for workforce housing and the estimated project cost is \$11,534,700. The developer is seeking \$1,124,260 financial assistance in the form of TIF and \$4,493,400 from the Minnesota Housing Workforce Housing grant program. Prior to establishing a tax increment financing district, the city must determine the project qualifies for a TIF district, if it would proceed without public assistance (but/for test) and if the increased market value of the property to be developed is greater with tax increment than if no public assistance is provided. Based on their financial analysis the project would not be possible without financial assistance due to the extraordinary redevelopment costs, current market conditions, projected debt coverage ratios and rates of return being below industry standards for these types of projects. Huot reviewed the sources and uses of funds, tax increment revenue assumptions and estimates and noted this will be a pay-as-you-go financing where the developer would finance all project costs upfront and would be reimbursed over time for a position of those costs as revenues are available. The existing land value is \$409,300 with a base net tax capacity of \$5,116. The estimated total completion value is the project is \$6,300,250. The total estimated net tax increment over 26 years is \$2,790,582.

Hicks was concerned with the economics of the project and felt 26 years was too long to offer TIF and asked about the infrastructure needs. There are water and sewer mains running to the building and it would be the developer's responsibility to run the utilities from the main to the building. Kremeier asked for the cost of the monthly mortgage which was confirmed as \$29,000 per month. Mayor Schierer spoke about the Minnesota Workforce Housing Program; the city's need to offer more housing to help our local businesses grow and prevent Fergus Falls from falling behind other communities. The city will continue to generate \$5,116 annually in taxes. Although the collection of the additional revenue will be delayed by offering TIF over 26 years, it will cost the community more if nothing happens. Developer Skip Duchesneau of D. W. Jones Inc. explained the Minnesota Workforce Housing Development Program normally has \$2-4 million available for housing projects. This year \$39 million is available through a competitive grant process. D. W. Jones plans to submit seven applications on behalf of other communities, and he spoke about 24-26 years of TIF and/or tax abatement being provided by those communities. The city would be giving up additional taxes for some time, but with additional housing options, more people are moving to the community which supports our schools and local economy. He stated other communities are moving forward to meet their housing needs and it is up to Fergus Falls to decide if they want workforce housing.

Kremeier said Alexandria is getting new businesses while Fergus Falls is not, questioned if there truly is a need for more housing and stated his opposition to providing TIF for 26 years. Duchesneau said it is possible for companies to grow without housing, but with the competitive nature of attracting businesses, housing for the workforce is a genuine concern of businesses. Mayor Schierer agreed noting Lake Region Healthcare, Pioneer Care and Vector Windows have all provided letters of

support for the Minnesota Workforce Housing funds and their desire for Fergus Falls to develop more housing options to attract workers. Rufer said if our community's largest employers are supportive of workforce housing projects, it should not be the council's role to second guess their business decisions. He felt the anti-TIF sentiment is prohibiting Fergus Falls from growing and questioned why the city would not do everything in their power to grow businesses and attract new residents. Duchesneau reminded the council the city agreed to loan the current property owner \$950,000 to remove the structures and clean up the site and they have received \$650,000 from the state to fund the loan. Their letter of intent for \$300,000 to purchase the property would make the city whole on this transaction, clean up a blighted site and develop workforce housing, an identified community need.

Kremeier asked why other developers were not asked to submit a proposal. Mayor Schierer said the city often speaks to local developers about opportunities, but none of them have technical experience in dealing with multiple funding sources for a project of this magnitude. when he learned of the Minnesota Workforce Housing funds, he called DEED for a list of potential developers and D. W. Jones was recommended as an option. Knowing their experience and reputation he contacted them to gauge their interest. If this project is successful, it can be used as a blueprint for other developers wishing to take on other projects including the redevelopment of the former dairy property. Duchesneau said they don't compete on an RFP process, and it is not unusual for an elected official to contact them about a potential project. Rufer said the city often entertains proposals from developers and this developer is taking the risk on our community with a \$11.5 million project. He felt any implications of impropriety are incorrect and not appreciated.

The public hearing was continued at 7:42 AM

- Laurie Mullen asked the developer for comparisons to their projects in other communities, and Duchesneau answered the questions about tax abatement, TIF financing and those projects.
- Donnie Olson understood the need to be economically competitive with other communities but was not convinced housing is a key to economic development. He was opposed to offering TIF for 26 years.
- Lance Anderson spoke in favor of the project noting in his daily interactions with business owners through Greater Fergus Falls, their biggest struggle is finding workers due to the lack of housing in the community. He felt moving the community forward was more important than worrying about the number of years in a TIF district. An experienced contractor with a successful track record was the best way for the city to proceed.
- Jeff Ackerson, Vector Windows spoke about their need for workforce housing to grow their business and how important it is for other local businesses as well. He reminded the council tax increment financing does not mean the city gives away their tax base. The city will continue to receive the current level of property taxes on this site and the additional revenue will be captured with time. He shared during a business site selection process, communities that offer workforce housing are preferred and he urged the council to help invest and grow businesses within Fergus Falls.
- Debbie Smith questioned the proposed rental rates feeling they are not affordable. Duchesneau explained the rental units were priced at market, not low-income rates which was supported by the market study they completed.

- Bob Noah was concerned with the proximity of the structure to the river and about the site's management. Duchesneau said their management company will oversee the day-to-day operations of the building and spoke of their experience in running 50 other housing structures.
- Pam Ballard felt the opinions and questions all are important to be heard.
- Mark Leighton does not feel the city can afford to give TIF and the developer would benefit from the project more than the community. He referenced figures, scenarios and costs he believes will be passed onto the taxpayers. He did not feel business would come if additional housing was available and as there are already homes available for sale and encouraged the city to purchase the property, clean it up and wait for a developer to come forward later.

The public hearing closed at 8:09 am.

Mayor Schierer clarified Mr. Leighton's comments noting the city would continue to receive the current tax base of \$5,116 per year and the increase would be captured based on the construction in future years. There would be no additional tax burden to the residents as alleged. Thompson shared his wife is a housing leasing agent and apartments listings are at a premium with too few apartments and long waiting lists. Fish offered **Resolution #83-2024** creating a Tax Increment Financing Redevelopment District at 801 W Stanton, which was seconded by Rufer and was adopted 6-2 with Kremeier and Job voting in opposition.

Letter of Intent

Rachels offered **Resolution #84-2024** accepting a Letter of Intent from Rivers Edge LLC, an affiliate of D. W. Jones Inc. to acquire the property at 801 W Stanton Ave for the development of a workforce housing project, which was seconded by Fish and was adopted 6-2 with Kremeier and Job voting in opposition.

Workforce Development Program Application

Rufer offered **Resolution #85-2024** authorizing the City of Fergus Falls to act as the legal sponsor for Rivers Edge workforce housing project application and sign all applicable application documents, which was seconded by Rachels and was adopted 6-2 with Kremeier and Job voting in opposition.

The special meeting adjourned at 8:14 am

Lynne Olson

Committee of the Whole
May 1, 2024

The Fergus Falls City Council met as a Committee of the Whole on May 1, 2024, at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order at 7:00 am and the following council members were in attendance: Kremeier, Thompson, Rachels, Hicks, Fish, Job and Kvamme. Rufer was absent.

Humane Society Agreement

The Humane Society of Otter Tail County provides temporary care and shelter services to animals through a contract with the city. The agreement was reviewed, and a provision was recommended to provide an annual allocation of \$12,000 rather than paying for specific services rendered. A motion and second were made by Fish and Hicks to recommend the council renew the agreement with the Humane Society of Otter Tail County and the motion carried.

Pebble Lake Lifeguard Agreement

The YMCA has agreed to provide lifeguard services this summer at Pebble Lake Beach. They will provide services at the same number of hours and days as in previous years for \$25,000 payable in three equal installments. Both entities agree to negotiate providing lifeguard services at the Fergus Falls Aquatics Center in 2025. A motion and second were made by Thompson and Rachels to recommend the council approve the 2024 Pebble Lake Beach lifeguard agreement with the Fergus Falls YMCA and the motion carried.

Special Event Requests

Staff requested feedback regarding recent requests for special events, street closures and sidewalk sales so that staff can respond in an equitable and consistent manner. A Center for the Arts has requested a reduction in fees for a free children’s concert and Park Region is requesting fees be waived for their movies in city parks. The city’s special events policy adopted in 2016 states the city is unable to exempt fees other than some art endeavors, charges for other governmental units and for events declared community festivals by the council. Mayor Schierer encouraged a revision of the policy to consider options for community partners offering services for kids and Fish agreed. Hicks suggested including a maximum amount that can be requested in a waiver. Kvamme felt the existing policy should be followed. The consensus of the council was to approve street closure requests and to have staff administratively allow sales on sidewalks. Staff will revise the policy for the council to review.

Cannabis Zoning

The Council Cannabis Committee asked the Planning Commission for their recommendations on allowed zoning for cannabis operations. The recommendations were reviewed by the Council Cannabis Committee and countered as follows:

	<u>Planning Commission Recommendation</u>	<u>Council Cannabis Committee Recommendation</u>
Cannabis Retailer	Allow in B-3 by CUP	Allow in B-6, I-1 through I-3
Cannabis Microbusiness and Cannabis Mezzobusiness	Permit location and operation in a B-6 zone	Allow in I-1 through I-3 Allow for food processing and packaging in B-6 if no industrial processing or

Cannabis Cultivator	Allowed in R-A zones and/or industrial zones	processing of raw materials is allowed Allow in B-6; I-1 through I-3 for indoor growing only. Agricultural zone for outdoor grow only
Cannabis Manufacturer	Allow in industrial zones	Allow I-3 through I-3
Cannabis Wholesaler	Allow in industrial zones	Allow I-3 through I-3
Buffers	250' buffer around parcels with licensed treatment centers, schools and day cares	250' buffer around parcels with licensed treatment centers, schools and day cares 250' buffer from other cannabis business

The Council Cannabis Committee’s recommendation will be used as a starting point that may evolve as more state guidance and experience in the oversight of cannabis operations follows. A motion and second were made by Rachels and Job to recommend the council direct the City Attorney to draft an ordinance on allowed zoning for cannabis sales, operations and manufacturing and the motion carried.

Dairy Site Improvements

The city has been working with Otter Tail Valley Railroad Company Inc. on three improvement proposals adjacent to the former dairy site:

- A. A 10’ wide trail easement within the Genesee & Wyoming Railroad right-of-way south of Stanton Avenue from Broadway to Vine along the northern boundary of the railroad right-of-way.
- B. Replacement and relocation of the existing Buse Street surface grade crossing to Broadway Avenue along with pedestrian crossing enhancements for the new regional trail.
- C. New railroad surface crossing with pedestrian crossing accommodations at St. Andrews, located at the west end of the former dairy site near Barefoot Park.

Benesch Engineering is the project consultant and will assist the city on behalf of the railroad. The first step is entering into an Engineering Reimbursement Agreement between the railroad and city in the amount of \$43,443. These projects will be funded from the \$4,000,000 in General Obligation Bonds allocated from DEED to the city for the redevelopment of this site. A motion and second were made by Hicks and Thompson to recommend the council initiate PI 9775, the former dairy site improvements and to accept the Engineering Reimbursement Agreement between the Otter Tail Valley Railroad and the City of Fergus Falls in the amount of \$46,443 and the motion carried.

Railroad Crossing Signals

The railroad signal systems at N Friberg, Cascade, Mill and Summit have been classified as antiquated and are eligible for replacement by federal funding and have been included in the MnDOT Section 130 program. Modifications to the sidewalks will be needed at the Cascade and Mill locations for safety purposes when the new cross arms are installed. MnDOT has proposed narrowing the roadway widths at N Mill Street and N Cascade Street with bump outs and installing a traffic island on E Cavour to eliminate left-hand turns through the grade crossing. MnDOT would provide funding to the city for the design and substantially cover eligible construction costs, depending on available funding. A motion and second were made by Thompson and Fish to recommend the council initiate

PI 9776, the Otter Tail Valley signal replacement project and authorize staff to request a design agreement from MnDOT and the motion carried.

Aeronautics Tractor Grant

MnDOT Aeronautics provided a final grant offer for a new airport tractor with loader for the Fergus Falls Municipal Airport. The city's share of the project is \$26,286.63 (30%) and would be paid from the equipment fund. The remaining 70% would be provided by the state. The current tractor would revert to the city fleet. A motion and second were made by Fish and Thompson to recommend the council accept MnDOT state grant offer 1056711 for an airport tractor and the motion carried.

Fergus Falls School Bond Referendum

On May 14 the Fergus Falls Public Schools will be holding a bond referendum to construct a new elementary school (grades 3-5) located across from the Prairie Wetlands Learning Center across Hwy 210. The \$54,820,000 project will be payable with a 5% bond over 22 years. Superintendent Jeff Drake spoke about the reconfiguration of grade levels, the maintenance concerns of 85-year-old buildings (Adams and McKinley Schools) noting the last new school was built in 1968, and how changes in education necessitate a new school to create the best learning environment we can for kids in the community. The new school would equate to an additional \$8 per month for a home valued at \$250,000 or an additional \$38 per month for a commercial business valued at \$500,000.

Greater Fergus Falls Update

A working group of members of the Council and Greater Fergus Falls have been meeting to consider whether the city should purchase certain economic development services from Greater Fergus Falls in addition to the existing Economic Development Services Agreement. The group has established three priorities: 1. Consider the proposal from Greater Fergus Falls to sell city owned land. In exchange for actively marketing this land, Greater Fergus Falls would receive a \$4,000 stipend per month and 5% commission based on the sale of these properties. 2. Provide written quarterly reports to the Port Authority keep the city apprised of economic development opportunities and activities of Greater Fergus Falls. 3. Add a member of the City Council to the Greater Fergus Falls board to improve communication and accountability. If the council agrees to the marketing proposal, the payments will begin in 2025. A motion and second were made by Kvamme and Rachels to recommend the council direct staff to draft a resolution outlining these priorities for the council to review and the motion carried.

The meeting adjourned at 8:23 am.

Lynne Olson

FOR COUNCIL MEETING MAY 6, 2024

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

Mobile Food Vendor Permit

Cooler Treats

Don Pablo's Mexican Restaurant

JoCo's Little Red Wagon

Los Jarochos Mexican Food

Mechanical

Mission Mechanical

Fergus Home & Hardware

Chicken Permit

New - 414 W Cherry

Excavator

Ben Wolden Landscaping

Sidewalk/Paving

Ben Wolden Landscaping

Fireworks Display

I-94 Speedway Inc. fireworks display for July 5 at the racetrack. Rain date: July 12



Council Action Recommendation

Page 1 of 1

Meeting Date: May 1, 2024

Subject: Agreement with the Humane Society of Otter Tail County

Recommendation: Renew the agreement with the Humane Society

Background/Key Points: The Humane Society provides a much-needed service for the City of Fergus Falls.

Their mission statement is:

To provide temporary shelter and care to stray, abandoned, and surrendered animals for the purpose of placing every adoptable animal in a caring permanent home. To promote the humane treatment of all animals and promote responsible pet guardianship.

The current agreement was entered into in 2015 and it was felt that it was time to give it a review.

The entire agreement was re-done using a base agreement that the City Attorney had drafted. From that base agreement, staff from the City and the Society then talked through some details and have agreed on the language that is presented for approval. The one notable change in the agreement is a provision for an annual allocation of money given to the Society, rather than paying for specific services rendered. The hope of the Society is that through the annual budgeting process, this amount will be increased, which can be done without amending the agreement.

The agreement will expire on December 31, 2026

Budgetary Impact: Annual allocation of \$12,000.

Originating Department: Public Works

Respectfully Submitted: Len Taylor

Attachments: current and proposed agreements

AGREEMENT FOR ANIMAL SHELTER SERVICES

This Agreement is made and entered into this ____ day of _____, 2024, by the City of Fergus Falls, a Minnesota municipal corporation, (the “City”), and the Humane Society of Otter Tail County, a Minnesota non-profit corporation (the “Society”).

RECITALS

WHEREAS, the City needs animal sheltering services within the City of Fergus Falls; and
WHEREAS, the Society operates an animal shelter within the City of Fergus Falls; and
WHEREAS, the parties are engaged in a mutually beneficial contract whereby the Society provides animal shelter services to the City; and
WHEREAS, the parties desire to continue their mutually beneficial association, and enter into this Agreement for continuation of the same.

AGREEMENT

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

1. Term and Effective Date. This agreement shall be effective upon execution and shall terminate December 31, 2026, unless terminated earlier as provided herein.
2. Independent Contractor. Society is an independent contractor, and no relationship of agency is intended to be created by this Agreement. Society shall be solely responsible for employing the personnel necessary to provide the services and shall procure its own insurance as required in this Agreement.
3. Society’s Obligations. Society shall:
 - a. Maintain and operate a facility for the shelter of animals in accordance with all applicable federal, state, and local laws and contemporary standards of the humane treatment of animals.
 - b. Endeavor to answer all calls for service within City limits, but not be required to maintain a dedicated dispatch employee. The Society shall have a message on their answering machine that directs callers to leave a message or dial 911 in case of an emergency.
 - c. Appoint and maintain competent and qualified agents for carrying out the obligations under this Agreement.
 - d. Maintain regular posted office hours of 34 hours at the animal shelter for the purpose of transacting business in connection with the obligations of the Society under this Agreement, and for the receiving of animals or for accepting applications for

redemption of impounded animals. Said scheduled hours shall be provided to the City and publicly posted at the Society's shelter.

- e. Provide emergency services outside of regular hours. PD has a key to access NW entrance outside of regular hours.

The following shall constitute and emergency:

- i. Vicious domestic animal or domesticated animal that pose a threat to human life.
 - ii. An animal whose owner, law enforcement officials, or other government officials, have detained and whose welfare depends on being placed into the shelter.
 - iii. An animal whose life is endangered unless immediate care/assistance is provided, and the Fergus Falls Police Department is unable to handle the matter.
 - iv. Any time confirmation is made by medical authority, a law enforcement officer, or City official that an animal has bitten a human.
- f. Maintain and provide space for law enforcement and city officials to deliver non-injured animals taken into custody by said officials.
- g. Be responsible for the cost, not to exceed one hundred and five dollars (\$105.00) of any necessary emergency treatment for animals picked up by law enforcement officials when Society personnel are not available. Law enforcement officials picking up injured animals during times that the Society personnel are not available shall take the animal to a designated facility capable of providing an appropriate level of care and will notify Society as soon as possible.
- h. Dispose of all deceased dogs, cats, and other domestic animals of similar size located within City limits upon request.
- i. Collect fees for animal licenses, rabies observation, impounding and authorized microchip implantation, boarding, and euthanasian fees. Society shall be permitted to retain all monies collected. The City shall not be responsible for the payment of any costs for services for which a fee has already been collected by Society.
- j. Maintain complete books and records of all funds collected, and of all animals taken into custody and impounded, showing the date, place, and manner whereby the animals are brought into custody with a description of the animal and a record of its final disposition.

- k. Provide sufficient kennels as may be needed and any other facilities and equipment that may be required to humanely house dogs, cats, and other animals that may be impounded and can realistically be housed.
 - l. Invoice the City quarterly for services beginning Jan 1 of each year.
 - m. If requested, provide its most recent annual audit to the City on or before August 1st of each year.
4. City's Obligations:
- a. Pay to the Society Twelve Thousand Dollars (\$12,000.00) annually for the services rendered pursuant to this Agreement. The City shall pay this annual amount quarterly as invoiced by the Society.
5. The City will not be responsible for bite quarantine unpaid fees outside of the 12k as the hold is required by law. Seized Animals. All unclaimed or unredeemed animals seized and impounded by lawful authority which are unclaimed and are in the possession of the Society shall take possession of animals unclaimed after five (5) regular business days if the owner is unknown. It is understood by the parties that all animals impounded and held for rabies observation are required to remain at the shelter for a period of at least ten (10) days, and in cases where authorized by law, animals impounded pursuant to any action or law may remain in the custody of the shelter pending the outcome of a judicial or administrative proceeding or order of the court. Society shall not release or otherwise dispose of any animal impounded within City limits unless and until all impoundment fees and expenses have been paid and are satisfied unless such animal is determined to have been abandoned or, in the case of cats, deemed feral.
6. Insurance. The Society shall maintain the following minimum limits of insurance coverage:
- a. Worker's Compensation coverage required by law.
 - b. Commercial General Liability Insurance with Combined Single Limit of Liability of not less than:

General Aggregate	\$2,000,000.00
Each Occurrence Limit	\$1,000,000.00
7. Indemnification. Society shall indemnify, defend, and hold the City harmless from any and all damages, claims, suits, demands, or asserted obligations for injuries or damages arising out of the services described in this Agreement.
8. Amendment. This Agreement may only be amended by a written document duly executed by both parties.
9. Assignment. No assignment of this Agreement is valid unless City first grants its approval in writing.

10. Waiver. The failure of by one party to require performance of any provision herein shall not affect that party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Agreement constitute a waiver of any subsequent breach or default or a waiver of the provision itself.
11. Breach and Opportunity to Cure. If any party materially breaches any part of this Agreement, the non-breaching party shall provide to the breaching party written notice of such breach within ten (10) business days. Thereafter, the breaching party shall have a reasonable opportunity to cure the breach. If the breach is not cured within thirty (30) days or such longer period as may be mutually agreed upon, the non-breaching party may terminate this Agreement upon written notice to the breaching party, such written notice being effective upon dispatch.
12. Construction and Venue. This Agreement and the rights and obligations of the parties hereto shall be governed by the laws of the State of Minnesota.
13. Term and Termination:
- a. The term of Agreement shall be for two years (2) years unless terminated earlier by either party. Either party may terminate this agreement by providing 90 days' notice to the other party. An evaluation of actual cost of care shall be made by the Society annually and may be reviewed mutually between both parties. The City may increase its annual payment to the Society through its annual budget process without amending this Agreement.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed intending to be bound thereby.

CITY OF FERGUS FALLS

HUMANE SOCIETY OF OTC

By _____
Mayor

By _____
Chairman of Board

By _____
City Administrator

By _____
Executive Director

Date: _____

Date: _____

HUMANE SOCIETY AGREEMENT

Agreement of terms, services and payment for holding area for animal control and impound between the City of Fergus Falls hereinafter referred to as the City, and and the Humane Society of Otter Tail County hereinafter referred to as the Society. This agreement made and entered into this 1st day of August, 2015.

WHEREAS, the City of Fergus Falls has need of a holding area for stray dogs, cats and other animals in need of shelter within the city limits. The City also on occasion is in need of a holding area for animals which require isolation; and

WHEREAS, the Society has the capability to provide a holding area for stray or isolated animals at 1933 West Fir Ave, Fergus Falls, MN 56537.

NOW THEREFORE, it is mutually agreed:

1. The Society shall provide proper shelter and care for the animals that come into its custody in accordance with the rules of Minnesota Board of Animal Health.
2. The Society shall maintain documentation and records of communication made and received regarding each impound animal which comes into its custody from within the City limits. This will include date, time, method of arrival, location animal was picked up or seized, the description of the animal, general condition of the animal, behavior, and treatment provided. The City shall provide to the Society owner information of pet owners in the event of an authorized seizure or bite hold quarantine. These records will be kept for a minimum of six (6) months.
3. The Society shall release animals to owners upon satisfactory completion of release forms and appropriate fees are paid.
4. The Society shall maintain public hours not less than four (4) consecutive hours at the shelter for the purpose of transacting business in connection with the duties under this agreement and for the purpose of receiving and redeeming of impounded animals. The Society shall follow its policy regarding closure for non-public hours, weekends, holiday and emergencies.
5. The City shall furnish the Society with general policies and procedures under which the City staff shall operate related to the role of the animal control officer, the police department or other city employees.
6. The Society shall furnish the City with shelter policies and procedures for staff compliance with the Society's facility security, isolation, and quarantine practices.
7. The Society shall furnish the City and the Police Department with a key to access the facility's northwest entrance to use during closed hours. The Society shall provide designated animal control staff with a facility orientation including practices stated in item 6 including completed intake forms to the Society.
8. The Society shall take possession of animals unclaimed after five (5) regular business days if the

owner is unknown.

9. The Society shall diligently issue and process applications for City licenses for dogs and cats owned or harbored in the City limits of Fergus Falls.
10. The Society shall cooperate with the Minnesota Board of Animal Health and Minnesota State and Otter Tail County Departments of Health by following procedures required by the ordinances concerning animal bites within the City of Fergus Falls.

11. CONSIDERATION AND TERMS OF PAYMENT

- a. The City of Fergus Falls shall pay the Humane Society of Otter Tail County for impound, board and care at the rate of \$13.00 per day, up to five (5) days (or reference 11. c below) for each dog, cat or animals born while in care, or other animals delivered to and placed from within the City limits of Fergus Falls and in the care of the Society. The owners of animals that are claimed shall be assessed a city animal control recovery processing fee as set by City Council payable at the time of redemption for animals delivered to the shelter by City animal control, law enforcement, or other city staff. The Society will not be assessed a recovery processing fee for unclaimed animals which subsequently become property of the Society.
- b. The city shall pay euthanasia fees of \$10.00 per impounded animal as determined by the Society. The City shall pay actual cost of euthanasia unpaid by the owner for animals ordered by the City to be destroyed. Other veterinary costs incurred by the Society shall be mutually reviewed as needed.
- c. The Humane Society of Otter Tail County shall invoice the City by the 15th day of each month. Circumstances beyond the 5 days may include Minnesota statutes and local ordinances regarding bite holds, dangerous dog, public nuisance, quarantine or seizure. It may also include extended time due to the Society's closure and holiday schedules. The City shall pay the invoice amount to the Society.
- d. The Society shall provide their most recent annual audit to the City on or before August 1st of each year.
- e. This agreement shall be in effect beginning August 1, 2015 and will remain in effect for two (2) years. An evaluation of actual cost of care shall be made by the Society at the end of this term and will be reviewed mutually between both parties.
- f. This agreement may be cancelled by the Society or the City at any time with or without cause upon 30 days written notice by either party. In the event of such cancellation, the Society shall be entitled to payment for satisfactory services performed to the date of cancellation.
- g. Any amendments to this contract shall be made in writing.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed intending to be bound thereby.

APPROVED

CITY OF FERGUS FALLS

By _____
Mayor

Date _____

By _____
City Administrator

Date _____

APPROVED

HUMANE SOCIETY OF OTC

By _____
Board of Directors Chair

Date _____

By _____
Shelter Manager

Date _____



Council Action Recommendation

Page 1 of 1

Meeting Date: May 1, 2024

Subject: Pebble Beach Lifeguards

Recommendation: Approve a contract with the Fergus Falls YMCA to provide lifeguard services at Pebble Beach for the 2024 season, with the understanding that the City and the YMCA will mutually explore, and in good faith, negotiate the providing of lifeguarding services at the Fergus Falls Aquatic Center, starting in 2025.

Background/Key Points: The Fergus YMCA has provided the lifeguard service at Pebble Beach since 2008 (with a break in 2020 due to C-19) and they have agreed to provide this service once again for the 2024 season. The contract period is June 15 – August 10.

Budgetary Impact: The \$25,000 cost for this service will be the same as it has been for the last few years and will be payable in 3 equal installments.

Originating Department: Public Works

Respectfully Submitted: Len Taylor-Parks and Rec. div.

Attachments: 2024 agreement

LIFEGUARD SERVICES CONTRACT
AT PEBBLE BEACH

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

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

1. **Description of Premises:** The city for and in consideration of the agreements hereinafter stated, grants to the YMCA, for purposes stated herein, the right, privilege and duty to provide lifeguarding services to the City of Fergus Falls at Pebble Lake Beach, hereafter referred to as "beach".
2. **Term:** The term of this contract will be a period commencing on June 15, 2024 through August 10, 2024.

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

3. **Compensation:** In exchange for providing lifeguarding services, the YMCA shall be paid the total sum of \$25,000 payable in three monthly installments, with the first installment being due and payable on or before June 15, 2024, the second installment due and payable on or before July 15, 2020 and the final installment due and payable on or before August 15, 2024. This agreement supports the YMCA's Aquatics Department by driving investment into our lifeguard training and certification processes. Some of that investment actually comes back to the Community Education Department as the YMCA partners with Community Education to offer Lifeguard Certification classes.
4. **Docks, Equipment, Maintenance and Telephone:** The city shall be responsible for maintaining, installing and removing any docks or any other equipment at the beach. The City of Fergus Falls shall also provide cleanup of the waterfront area to ensure there is no debris or other materials that may be harmful or cause harm to the public. The city will also maintain the restrooms and garbage on site. The city shall provide and equip the beach with standard rescue equipment. Said equipment shall be generally accepted as appropriate and necessary rescue equipment together with a working telephone in close proximity to the beach. The YMCA shall furnish a fully stocked first aid kit and lifeguard fanny packs complete with

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

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

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

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

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

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

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

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

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

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

Dated this _____ day of _____, 2024

CITY OF FERGUS FALLS by

Mayor

City Administrator

FERGUS FALLS YMCA by

Authorized Representative

Meeting Date:

May 1- Committee of the Whole

Subject:

Warm weather activities- public expenditure & policy requests

Recommendation:

Respond to A Center for the Arts, Park Region, and A Place to Belong regarding their requests outlined below and direct staff to formulate a street closure policy and policy for sales on sidewalks.

Background/Key Points:

As the weather begins to improve, we typically experience an increase in requests for special events throughout Fergus Falls. To ensure that we are handling these requests efficiently and equitably, staff propose the formulation of clear policies for managing requests.

The following are some recent requests that require response and illustrate the need for these policies:

1. Discount for A Center for the Arts
 - a. We have received a request from A Center for the Arts seeking a discount on city fees for their children's concert. Per Minn. Stat. § 471.941, a city "may appropriate money to support artistic organizations."
2. "Movies in the Park" at the Kirkbride
 - a. A proposal from Park Region to host movies in the park at the Kirkbride requests that "the City of Fergus Falls to cover the cost of the park rental including electricity, garbage, and occasional City of Fergus Falls Police presence. Additionally, we request the City of Fergus Falls to mount anchors on the backside of the Kirkbride building to attach the large projection screen to for the duration of the summer." Public Works has requested discussion regarding options for projection screens, but council is asked to discuss reducing or eliminating park fees and public safety fees.
3. Street Closures
 - a. The city receives frequent requests to close streets for events. To avoid disruption and ensure public safety, a policy that requires council review and approval each street closure request would be beneficial.
4. Sidewalk Sales
 - a. The city received a request from a Place to Belong to host occasional art sales on the sidewalk in front of their building. City Code § 151.007 PRIVATE USE OF PUBLIC STREETS AND PARKING LOTS states that council "may, in its discretion, grant special permission whereby on-street parking or the use of city-owned parking lots or public sidewalks may be temporarily or permanently prohibited or restricted for private reasons and purposes (including, but not limited to, establishment of private or "leased" parking, "loading zones" or display of merchandise on sidewalks) at the places, on the terms and for the compensation as the Council may deem just and equitable. In establishing the amount of compensation to be paid to the city, the Council shall consider the amount of space, location thereof, public inconvenience and hazards to persons or property."

Budgetary Impact:

N/A

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

FERGUS FALLS POLICE DEPARTMENT

122 West Junius Avenue, Fergus Falls, MN 56537
PHONE (218) 332-5555 FAX (218) 332-5554

To: Mayor and City Council
From: Kile Bergren, Chief of Public Safety
Ref: Cannabis Business Zoning
Date: May 1, 2024

The following are the recommendations for zoning from the City Council cannabis working group for each type of cannabis business.

Cannabis Retailer (342.32)

Allows the license holder to purchase immature plants and seedlings, cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived cannabis products from cannabis microbusinesses, mezzobusinesses, cannabis cultivators, manufacturers, and wholesalers;

Sell immature plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, and other authorized products.

A cannabis retailer may operate up to five retail locations.

Zoning: B6 or higher, to include I1 – I3.

Cannabis Microbusiness (342.28)

Grow cannabis plants from seed or immature plant to mature plant and harvest cannabis flower from a mature plant, make cannabis concentrate, make hemp concentrate, manufacture artificially derived cannabinoids, manufacture adult-use cannabis and hemp products, purchase immature plants and seedlings from a micro, mezzo, manufacturer, and cannabis wholesaler, purchase hemp and hemp concentrate, package and label adult-use cannabis flower and products, sell immature plants and seedlings.

Can operate an onsite establishment that permits consumption of edible cannabis products.

Can offer other food and beverages and provide live or recorded entertainment.

An indoor grow facility of up to 5,000 square feet or up to ½ acre of outdoor grow.

May operate one retail location.

Cannot sell or allow the consumption of alcohol or tobacco on the premises.

Zoning: I1 – I3. Can operate in a B6 zone for food processing and packaging purposes, if no industrial processing or processing of raw materials is allowed.

Cannabis Mezzobusiness (342.29)

Can do everything a Microbusiness can plus:

Process medical cannabinoid products.

Indoor grow operation of up to 15,000 square feet or one acre of outdoor grow.

May operate up to three retail locations.

Does not allow for onsite consumption or entertainment.

Zoning: I1 – I3. Can operate in a B6 zone for food processing and packaging purposes, if no industrial processing or processing of raw materials is allowed.

Cannabis Cultivator (342.30)

Can grow and sell plants, harvest and package cannabis and transport.

Indoor grow of up to 30,000 square feet or two acres or outdoor grow.

Zoning: B6 or higher, to include I1 – I3 for indoor growing only. Agricultural zone for outdoor grows only.

Cannabis Manufacturer (342.31)

Can purchase cannabis flower, products, hemp.

Can make and purchase concentrates.

Manufacture artificially derived cannabinoids.

Can manufacture and package adult-use cannabis products.

Zoning: I1 – I3.

Cannabis Wholesaler (342.23)

Zoning: I1 – I3.

Buffers

A 250 foot buffer would be established for a types of cannabis businesses from any school, daycare, residential treatment facility and from other cannabis businesses.



Council Action Recommendation

Page 1 of 2

Meeting Date:

May 1, 2024 – Committee of the Whole

May 6, 2024 – City Council

Subject:

Former Dairy Site Improvement – Engineering Reimbursement Agreement (ERA)

Recommendation:

- Initiate Public improvement No. 9775
- Accept Engineering Reimbursement Agreement (ERA) between the OTVR and City of Fergus Falls in the amount of \$46,443.00

Background/Key Points:

For the past months, we have been requesting information from Otter Tail Valley Railroad Company, Inc. (OTVR) requesting assistance with three (3) improvement proposals adjacent to the Former dairy site generally described as:

- 1) A 10-foot-wide Trail easement within Genesee & Wyoming Railroad (GWRR) right-of way located south of Stanton Avenue from Broadway to Vine Street along the northernly boundary of RR right-of way.
- 2) Replacement and relocation of the existing Buse Street surface grade crossing to Broadway Avenue along with pedestrian crossing enhancements for the regional trail.
- 3) New railroad surface crossing with pedestrian crossing accommodations at St. Andrews, located are the west end of the Former Dairy site near *Barefoot Park*.

Genesee & Wyoming Railroad (GWRR) procured Benesch Engineering as the consultant for project management, preliminary engineering, construction engineering, and inspection tasks for this project. Benesch will be assisting the City with this project on behalf of the Otter Tail Valley Railroad Company, Inc. (OTVR).

The first step is to enter into an Engineering Reimbursement Agreement (ERA) between the OTVR and City of Fergus Falls. Upon completion of preliminary plan review and site survey, a Construction and Maintenance Agreement (CMA) between the City of Fergus Falls and OTVR will need to be executed for the construction phase and future maintenance terms. The duration for this work is unknown currently.

Budgetary Impact:

The 2023 legislation allocated \$4,000,000 of G.O. Bonds for the development of the Former Dairy site thru Mn Employment and Economic Development (DEED) and is the proposed funding source for this portion of work. The City will complete the DEED's grant initiation process prior to encumbering any eligible expenses such as this.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. - City Engineer

Attachments:

ERA Agreement

Exhibit

Engineering Cost Reimbursement Agreement

This Cost Reimbursement Agreement (the “Agreement”) dated as of _____, 20____ (“Effective Date”) is between **OTTER TAIL VALLEY RAILROAD COMPANY, INC.**, a Minnesota corporation (“Railroad”) with an address of 13901 Sutton Park Drive South, Suite 270, Jacksonville, Florida 32224 and the **CITY OF FERGUS FALLS**, a municipal entity (“Agency”) with an address of 112 West Washington Avenue, Fergus Falls, Minnesota 56537.

WHEREAS, Railroad and Agency agree that certain improvements are necessary in connection of the Buse Street relocation and new crossing surface located at Fergus Falls, Otter Tail County, Minnesota (the “Improvements”); and

WHEREAS, the parties agree that the estimated total cost of Railroad’s engineering review services of the Improvements (the “Services”) is estimated to total **\$46,443.00** (“Estimated Services Cost”); and

WHEREAS, this Agreement provides for Agency’s agreement to reimburse Railroad for the costs that will be incurred by Railroad to complete the Services, subject to the terms and conditions set forth herein.

NOW THEREFORE, in view of the foregoing statements, which form the factual basis of this Agreement and in further view of other good and valuable consideration, the parties agree as follows:

1. SERVICES.

(a) Railroad agrees to perform engineering review of the Improvements, (the “Services”):

Project/location research, prepare/manage project correspondence, on-site PE review, plans reviews, remark letters, basis of design drawing creation, prepare force account estimate, process agreement, and progress project to the construction phase.

(b) Agency agrees to reimburse Railroad for all costs and expenses (including overhead) incurred by Railroad in connection with Railroad’s performance of the Services, in accordance with Section 3 below. The parties acknowledge and agree that the foregoing reimbursable costs may exceed the Estimated Services Cost.

(c) RAILROAD MAKES NO REPRESENTATIONS OR WARRANTIES WITH RESPECT TO THE SERVICES. IN PARTICULAR THERE SHALL BE EXCLUDED THE IMPLIED WARRANTY OF MERCHANTABILITY AS WELL AS THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

2. Term.

The term of this Agreement shall commence on the Effective Date and continue until the Services are complete upon mutual agreement between the parties; however, Railroad’s obligation to

invoice as set forth in Section 3 and Agency's obligation to make payment, as set forth in Section 1, shall survive termination of this Agreement.

3. Invoicing for Reimbursement of Expenses.

(a) Either upon completion of the Services or periodically, as determined by Railroad in its sole discretion, Railroad will invoice Agency for Railroad's costs and expenses (including overhead) incurred by Railroad with respect to the Services and provide Agency with a written invoice evidencing those costs and such other supporting documentation to substantiate those costs as Agency may reasonably request. Agency shall reimburse Railroad and pay all invoices within thirty (30) days after Agency's receipt of the invoice.

(b) Whenever a payment due under this Agreement is not made when due, such amounts shall bear interest at 6% per annum calculated from the date after the payment to which interest applies was due, until the date said payment is made, or the maximum interest allowed by applicable law.

(c) If Agency disputes any invoice, then it may withhold payment only on that portion disputed and pay the remainder by the due date. For purposes of this provision, an invoice is "disputed" by Agency only if Agency (i) notifies Railroad in writing within thirty (30) days after receipt of the invoice that it is disputed, (ii) specifies in such writing the amount disputed, (iii) pays within the time due any amount not disputed and (iv) provides Railroad any documentation or other relevant information substantiating the amount disputed.

4. Miscellaneous.

(a) This Agreement represents the complete and entire understanding of the parties regarding the Work and supersedes any prior drafts of this Agreement and any oral agreements regarding the Work.

(b) This Agreement has been executed by the authorized officials of the parties and may not be amended unless in writing and signed by the authorized officials of the parties.

(c) This Agreement is the result of the mutual negotiations of the parties and shall not be construed against either of them as the drafter. Any interpretation or enforcement of this Agreement shall be governed by the laws of the State of Minnesota.

(d) This Agreement may not be assigned by either party without the written consent of the other party, which shall not be unreasonably withheld or delayed.

(e) Any waiver of any provision must be in writing and issued by the party granting the waiver. The waiver applies only for the specific facts contained in the waiver and is not construed as a waiver of such facts for the future.

(f) No party shall be liable to the other party for any consequential, indirect, incidental, exemplary, special or punitive damages (including but not limited to, cost of capital, decline in market value, business interruption expenses, attorneys' fees and lost sales) of any kind arising out of this Agreement regardless of whether the party against whom such damages might be otherwise sought knew or reasonably should have known of the possibility of such damages

(g) This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, be deemed an original but which together shall constitute one and the same instrument, and counterparts of this Agreement may also be exchanged electronically, and any electronic version of any party's signature shall be deemed to be an original signature for all purposes.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties have caused duly authorized representatives to execute this Agreement as of the date first written above.

**OTTER TAIL VALLEY RAILROAD
COMPANY, INC.**

CITY OF FERGUS FALLS

By: _____

By: _____

Name:

Name:

Title:

Title:

Date: _____

Date: _____

Force Account Estimate

Preliminary

Railroad:	Otter Tail Valley Railroad Company, Inc. (OTVR)	Region:	American
Agency:	City of Fergus Falls	State:	MN
DOT #:	061767F (existing Buse St. Location)	COUNTY:	Otter Tail
ROADWAY:	Buse Street	CITY:	Fergus Falls
DESCRIPTION:	GEC PE Services for support of the Buse Street Relocation and New Surface near St. Andrews Street at OTVR MP 50.35 (existing Buse St Location). Tasks include project management, on-site PE review, plan reviews, remark letters, prepare FAE, process agreement, and progress project to construction phase.		
AGENCY PROJECT NUMBER:	0063-0726	ESTIMATE SUBJECT TO REVISION AFTER:	10/05/24

PRELIMINARY ENGINEERING:

Contracted & Administrative Engineering Services	\$ 41,100
Subtotal	\$ 41,100

CONSTRUCTION & CLOSEOUT:

Contracted & Administrative Engineering Services	\$ -
Subtotal	\$ -

FLAGGING SERVICE:

Contracted or Railroad Flagmen Services	0 Days	\$ -
Subtotal		\$ -

UTILITY WORK:

Power Service	\$ -
Other	\$ -
Subtotal	\$ -

CONTRACT WORK:

Outside Services	\$ -
Design & Labor & Material	\$ -
Subtotal	\$ -

RAILROAD TRACK:

Labor & Material	\$ -
Subtotal	\$ -

RAILROAD SIGNAL & COMMUNICATION:

Labor & Material	\$ -
Subtotal	\$ -

PROJECT SUBTOTAL:

		\$ 41,100
Public Project Admin:	3.00%	\$ 1,233
Contingencies:	10.00%	\$ 4,110

PROJECT TOTAL:

	*****	\$ 46,443
<u>CURRENT AUTHORIZED BUDGET:</u>	*****	\$ -
<u>TOTAL SUPPLEMENT REQUESTED:</u>	*****	\$ 46,443

DIVISION OF COST:

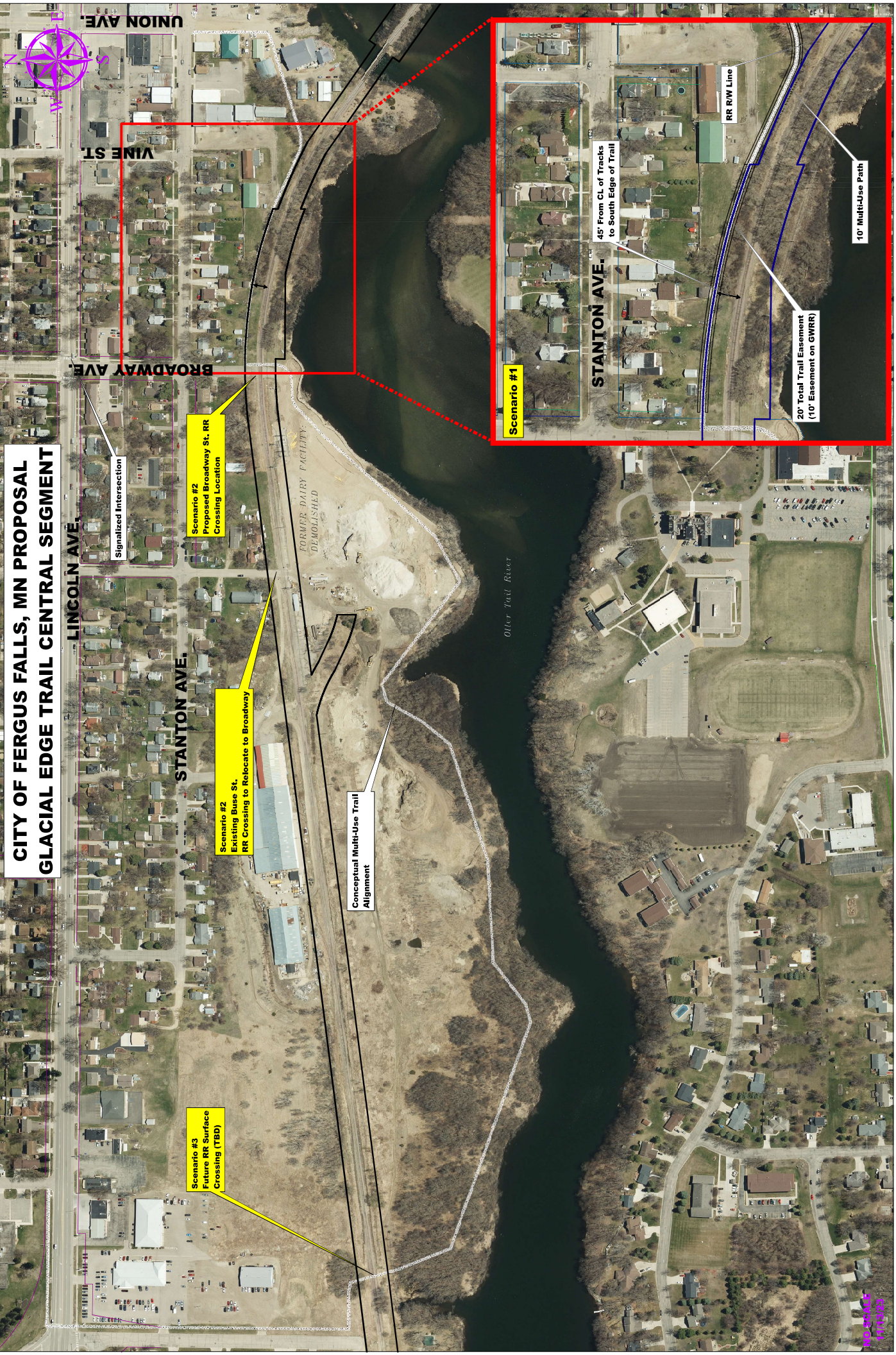
Agency	100.00%		\$ 46,443
Railroad	0.00%		\$ -

NOTE: Estimate is based on FULL CROSSING CLOSURE during work by Railroad Forces & Contractors.

This estimate has been prepared based on site conditions, anticipated work duration periods, material prices, labor rates, manpower and resource availability, and other factors known as of the date prepared. The actual cost for the railroad work may differ based upon the agency's requirements, their contractor's work procedures, and/or other conditions that become apparent once construction commences or during the progress of the work.

Estimated prepared by: BB	Approved by:	Public Project Department
DATE: 03/18/24	REVISED: 04/08/24	DATE: 04/08/24

CITY OF FERGUS FALLS, MN PROPOSAL GLACIAL EDGE TRAIL CENTRAL SEGMENT



LINCOLN AVE

BROADWAY AVE

VINE ST

UNION AVE

STANTON AVE

FORMER DAIRY FACILITY
DEMOLISHED

Otter Tail River

Signalized Intersection

Scenario #2
Proposed Broadway St, RR
Crossing Location

Scenario #2
Existing Base St,
RR Crossing to Relocate to Broadway

Scenario #3
Future RR Surface
Crossing (TBD)

Conceptual Multi-Use Trail
Alignment

Scenario #1

STANTON AVE

45' From CL of Tracks
to South Edge of Trail

RR R/W Line

20' Total Trail Easement
(10' Easement on GWRRT)

10' Multi-Use Path





Council Action Recommendation

Page 1 of 2

Meeting Date:

May 1, 2024 – Committee of the Whole
May 6, 2024 – City Council

Subject:

OTVR Signal System Replacement

Recommendation:

- Initiate Public improvement No. 9776
- Authorize the City Engineer to request a Design Agreement from MnDOT

Background/Key Points:

The background on the project is that the railroad signal systems are at the end of their useful lifespan and have been classified as antiquated, this means that they are eligible to be replaced with federal funding and as such they have been included in the MnDOT Section 130 program. The intersections needing replacement are located at N. Friberg Avenue, Cascade Street, Mill Street, and Summit Avenue. For discussion purposes, I am referring to only the Cascade and Mill Street railroad crossings at this time.

Train speeds at these locations and current railway safety standards require crossing gates along with flashing light signals. The new crossing gate arm with opposing counterweights will impact the existing street design because the gate counterweight will swing over the existing sidewalk locations while in operation. This requires the sidewalks be relocated, likely outward from the street to avoid this conflict. Relocating sidewalks is additionally problematic as the current rail crossing surfaces at Mill & Cascade are not wide enough to accommodate the relocating the sidewalks outward as pedestrians won't have a surface to cross the rails. In addition, the current roadway widths at these locations will also require cantilevered flashing lights to mitigate any sight obstruction that may be caused by traffic blocking the gate arm mounted flashers.

In order to improve grade crossing safety and alleviate the need for modifications to the sidewalks and the installation of cantilevers, MnDOT is proposing narrowing the roadway widths at N. Mill Street & N. Cascade Street with bump outs and to install a traffic island on E. Cavour St to eliminate the left-turn through the grade crossing. Please refer to the attached preliminary designs prepared by MnDOT. Modifications may be proposed during the design process before final approval by the City.

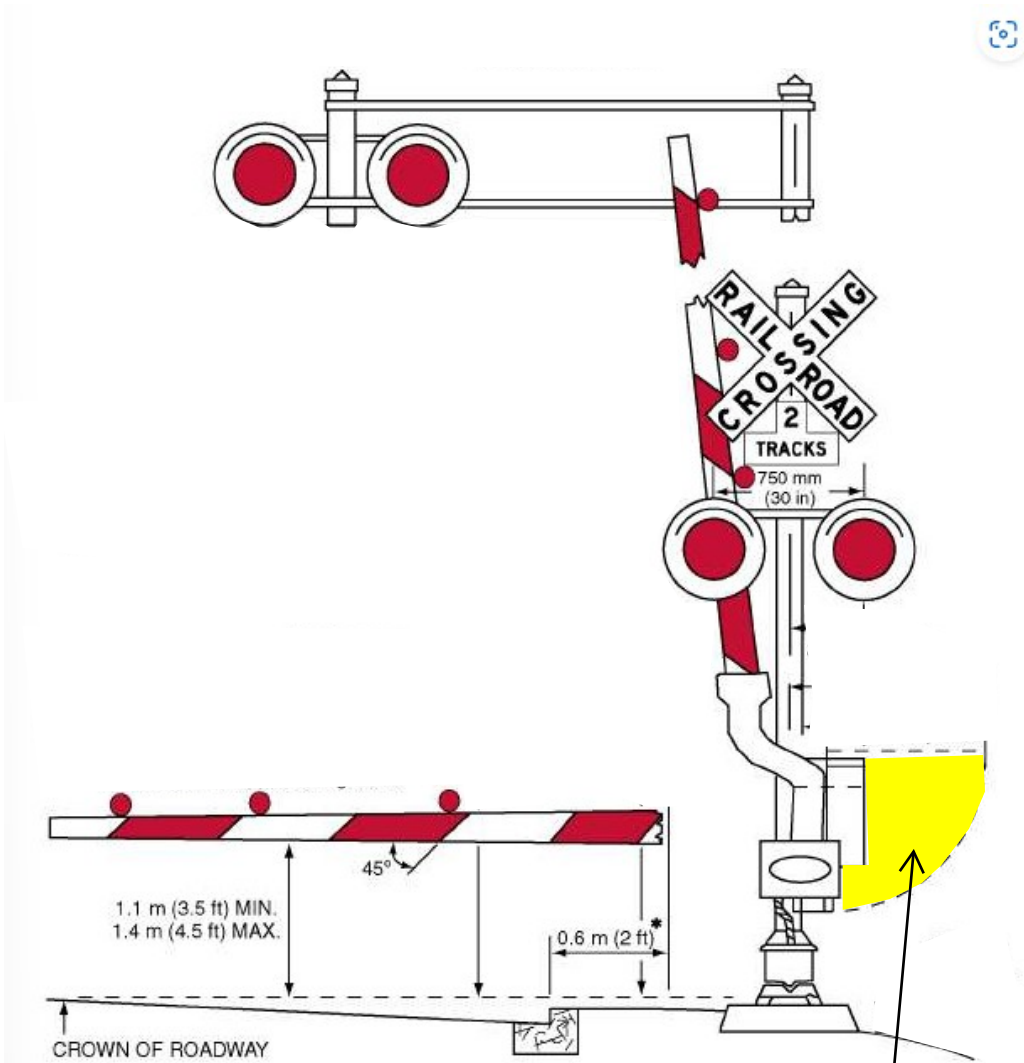
Budgetary Impact:

MnDOT would provide funding to the city for design and fully cover eligible construction costs (TBD) or cover a substantial portion of the costs, depending on available funding. Should the city be amenable to this preliminary proposal MnDOT will prepare an agreement to procure a consultant for design and cost estimating. This will be presented to this Council prior to execution.

Originating Department: Engineering Department

Respectfully Submitted:
Brian Yavarow, P.E. - City Engineer

Attachments:
MnDOT Exhibits - Cascade & Mill St.



Example: Crossing Gate

Gate counterweight swinging radius - Pedestrian Conflict Zone

Notes:

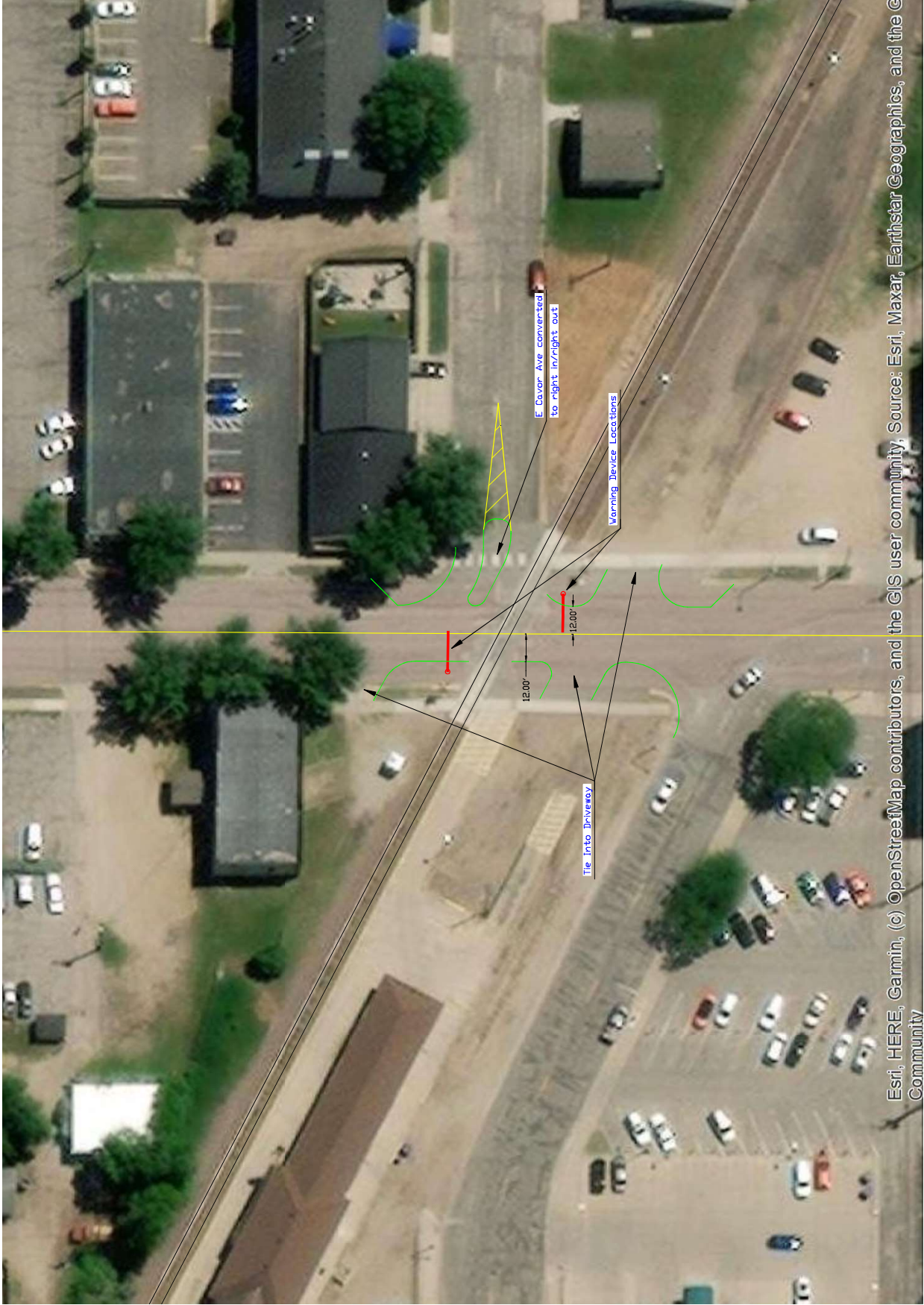
NOTES



STID:	
TITLE:	Proposed Modifications
SCALE:	MILL SCALE
DATE:	3/6/24
PROJECT NO:	140
DRAWING NO:	01
DESIGNER:	CR
REVISION:	-

NO TESTS

NOTES



Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Source: Esri, Maxar, Earthstar Geographics, and the GIS user community

STATE	Proposed Modifications Cascade St		
TITLE	SCALE AT AS	DRAWN	CHECKED
	1:40	3/6/24	CR
PROJECT NO	NA	DRAWING NO	02
		REVISION	-



Council Action Recommendation

Page 1 of 2

Meeting Date:

May 1, 2024 – Committee of the Whole

May 6, 2024 – City Council

Subject:

2024 MnDOT Aeronautics Equipment Grant

Recommendation:

- Resolution accepting MnDOT's State Grant offer (1056711) for Airport tractor

Background/Key Points:

MnDOT Aeronautics provided the attached final grant offer for a new Airport tractor with loader. Although initial correspondence indicated a potential higher state share, apparently many other communities requested funding under this program as well. Therefore, the final State offer is a 70% State match and a 30% Local match. The 70/30 cost share split is a typical cost split from State Aeronautics.

We recommend accepting this grant offer following discussion with Public Works staff. The current tractor at the airport will revert back into the City fleet and replace an older unit.

Budgetary Impact:

The City Equipment Fund is the proposed funding source for the \$26,286.63 (30%) local share. Sufficient funds are available to proceed with this request.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. - City Engineer

Attachments:

State Agreement No. 1056711



Example Image: JD 5105M w/o loader

May 1, 2024

Greater Fergus Falls/City of Fergus Falls committee report

This committee was formed “to consider whether the city should purchase certain economic development services from GFF in addition to continuing the aforementioned existing Economic Development Services Agreement” and report back to the city council.

We met four times between February and April, and discussed the expectations and roles of the city staff, GFF, and the Port Authority. While there were many ideas floated, these three were identified as priorities:

Recognizing that we would like to see proactive efforts made to sell city-owned land, we suggest that the city council consider accepting the attached proposal from GFF, with the funding and oversight provided by the Port Authority.

Recognizing that the city council desires to be aware of the economic development opportunities, goals, and activities of GFF, we suggest that periodic reports be delivered. Perhaps this could be in the form of quarterly written reports provided to the Port Authority.

Recognizing an opportunity for improved communication and accountability, we suggest that a member of the city council be added to the GFF board of directors.

These suggestions obviously lack some detail. An appropriate next step would be to provide this to the city council with the recommendation that city staff be asked to review and return a draft resolution that could be acted on at a future council meeting.

Thank you,

Scott Kvamme, chair

Committee members:

Chad Landmann

Steve Rufer

Anthony Hicks

Scott Rachels

Lance Anderson

Scott Kvamme

MEMORANDUM OF UNDERSTANDING

by and between

THE CITY OF FERGUS FALLS,
a Minnesota municipal corporation

and

GREATER FERGUS FALLS CORP.
a non-profit economic development organization

Dated: June 16th, 2021

I. MISSION

Building on our heritage and planning for the future of our citizens, the mission of the City of Fergus Falls is to provide the resources, opportunities and environment to assure the best possible quality of life.

The mission at Greater Fergus Falls is to support and grow the area's business community. Retaining the excellent businesses and industries who call the Fergus Falls region their home; revitalizing our local economy; recruiting new entrepreneurs and innovators to take the leap with us.

II. PURPOSE AND SCOPE

Together, the Parties enter into this Memorandum of Understanding to mutually promote the economic development of Fergus Falls.

III. RESPONSIBILITIES

By partnering and working together, the City and GFF may each leverage their unique assets and incentives to jointly generate and promote economic development within the city limits of Fergus Falls.

- Greater Fergus Falls may guide new and expanding businesses through site selection, consulting through the Entrepreneur Initiative or comparable programming, and through the development process of the City (Exhibit A).

- The City may offer incentives to developers based on business subsidy guidelines (Exhibit B).
- Greater Fergus Falls and the City will consistently partner in the development process and communicate as needed.
 - Greater Fergus Falls will engage the city early in the development process to ensure all needs of the developer are met in a timely way.
 - Greater Fergus Falls may provide such confidential information as is necessary for City staff to perform their due diligence regarding zoning, permitting, and business subsidy requests (see Section 3, subsection c of the Greater Fergus Falls Nondisclosure Agreement).

The signing of this MOU is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated in the MOU.

On behalf of the organization I represent, I wish to sign this MOU and contribute to its further development.

WHEREAS, the City of Fergus Falls, MN (“City”) and Greater Fergus Falls, Inc. (“GFF”) currently have in place an Economic Development Services Agreement to work in partnership and cooperation to foster economic development and redevelopment within the City; and

WHEREAS, by partnering and working together, the City and GFF may each leverage their unique assets and incentives to jointly generate and promote economic development; and

WHEREAS, the City is authorized by Minnesota Statute §469.191 to appropriate not more than \$50,000.00 annually out of the general revenue fund of the City to be paid to any incorporated development society or organization of this state for promoting, advertising, improving, or developing the economic and agricultural resources of the City; and

WHEREAS, GFF agrees to continue to accept such appropriations from the City, and agrees to use its best efforts to promote, advertise, improve, and develop the economic resources of the City; and

WHEREAS, the parties recognize the crucial nature of economic development efforts as provided by GFF in maintaining and growing the City’s tax base in business growth, retention, and recruitment and all areas of work necessary to support such efforts; and

WHEREAS, the parties recognize the significant and growing competition from other cities for economic development; and

WHEREAS, the parties continue to recognize that the public-private partnership nature of GFF has been and continues to leverage City support money at a savings to City taxpayers; and

WHEREAS, the parties believe it would be appropriate for the City to purchase certain economic development services from GFF at appropriate market rates, in order that GFF can provide adequate staff and support to provide necessary services to accomplish the services;

NOW, THEREFORE, be it resolved that:

1. A working group be appointed to consider whether the City should purchase certain economic development services from GFF in addition to continuing the aforementioned existing Economic Development Services Agreement.
2. The mayor is authorized to appoint up to three city council members to serve on said group.
3. GFF will be invited to provide up to three of its board members to serve on said group.
4. The mayor shall select a chairperson for the group.
5. City staff and mayor and GFF staff will assist and meet with said group as needed.
6. The group is asked to report back to the city council no later than May 1, 2024.
7. If adopted by the city council, recommendations of the group shall become effective January 1, 2025.
8. The group shall consider a process to provide additional communication between the City and GFF, such as adding a city council member to the GFF board and providing a regular report from GFF to the city. Any such recommendation may be implemented as soon as it is available.

Proposal: Marketing and Selling City Government Land Assets

Introduction:

City governments often possess land assets that are underutilized or surplus to their immediate needs. These assets represent valuable opportunities for generating revenue, fostering economic development, and improving community infrastructure. However, effectively marketing and selling these properties require a strategic approach to maximize their value and ensure their successful transfer to new owners who can contribute positively to the community. This proposal outlines a comprehensive strategy to assist city governments in marketing and selling their land assets.

Objectives:

- Identify and assess city government land assets.
- Develop a marketing strategy tailored to each property's unique characteristics.
- Reach potential buyers through targeted marketing channels.
- Facilitate the sale process to ensure transparency and compliance with regulations.
- Maximize the value of land assets for the city government and the community.

Proposal Details:

- **Asset Inventory and Evaluation:**
 - Conduct a thorough inventory of all city government-owned land assets, including vacant lots, underutilized properties, and surplus parcels.
 - Evaluate each asset based on factors such as location, size, zoning regulations, potential land use, and market demand.
 - Prioritize properties based on their potential for redevelopment, economic impact, and community benefit.
- **Marketing Strategy:**
 - Develop a tailored marketing strategy for each property, highlighting its unique features and potential uses.
 - Utilize a combination of online and offline marketing channels, including websites, social media platforms, print media, and real estate listings.
 - Create compelling marketing materials such as brochures, virtual tours, and videos to showcase the properties to potential buyers.

- Highlight the benefits of investing in city government land assets, such as tax incentives, development opportunities, and proximity to amenities.
- **Targeted Outreach:**
 - Identify and target potential buyers, including developers, investors, businesses, and community organizations.
 - Utilize data-driven approaches to identify potential buyers based on their previous investments, preferences, and market trends.
 - Engage in direct outreach efforts, including networking events, industry conferences, and targeted advertising campaigns.
 - Collaborate with local real estate agents and brokers to leverage their networks and expertise in reaching potential buyers.
- **Sale Process Facilitation:**
 - Establish clear guidelines and procedures for the sale of city government land assets, ensuring transparency and compliance with relevant regulations.
 - Provide comprehensive information to potential buyers, including property specifications, zoning regulations, environmental assessments, and purchase terms.
 - Facilitate site visits and inspections for interested parties, allowing them to assess the properties firsthand.
 - Coordinate negotiations between buyers and city government representatives to reach mutually beneficial agreements.
- **Value Maximization:**
 - Implement strategies to maximize the value of land assets for the city government and the community.
 - Consider alternative approaches such as land leases, joint ventures, and public-private partnerships to optimize the use of city-owned land.
 - Encourage sustainable and equitable development practices that benefit the community and promote long-term economic growth.
 - Monitor market conditions and adjust marketing strategies as needed to ensure optimal outcomes for all stakeholders.

Conclusion:

Effectively marketing and selling city government land assets requires a strategic approach that considers the unique characteristics of each property and engages with potential buyers in a targeted manner. By implementing the proposed strategy, city governments can unlock the value of their land assets, generate revenue, and

promote economic development while ensuring transparency and community benefit throughout the process.

Proposed Payment Structure:

\$4,000 stipend per month & 5% Commission based on the sale of properties paid to Greater Fergus Falls.

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Lance Anderson

Executive Director, Greater Fergus Falls Corporation

612-889-5220 (cell) 218-321-2079 (office) | lance@greaterfergusfalls.com
www.greaterfergusfalls.com

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Council Action Recommendation

Page 1 of 1

Meeting Date:

May 6, 2024 – City Council

Subject:

PI 6080 – 2023 Sidewalk Program Final Cost Hearing

Recommendation:

- Set the final cost hearing date for May 20, 2024 at 5:30 P.M.

Background/Key Points:

Public sidewalk construction and/or repairs are assessed at a rate determined annually by the City Council. The Fergus Falls Sidewalk Program is a 100-percent petitioned program utilized by property owners at various locations throughout the City. The assessed sidewalk rate associated with the requested final cost hearing is approximately 50% of the actual cost of construction (removal & installation) plus engineering costs required for a 5' wide by 4" thick concrete sidewalk. The City requires a 6" thick sidewalk section across driveway approaches which is assessed at 100% of cost. Engineering staff member Troy Hauge manages this program for the City. Homeowners interested in this program can contact him at City Hall for more information.

Prior to the requested final cost hearing, individual mailed notices with the proposed final individual assessment rate(s) with payment terms will be mailed along with a publication notice in the Daily Journal prior to this final cost hearing pursuant to City Policy and MN Statue Chapter 429 requirements.

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

Budgetary Impact:

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

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:



Council Action Recommendation

Page 1 of 1

Meeting Date: May 6, 2024

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

Recommendation: Accept a \$2,500 donation from the Inga M. Johnson Endowment Fund with West Central Initiative and approve the related 2024 budget adjustments to General Fund donations and Park and Recreation expenditures.

Background/Key Points:

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

Budgetary Impact:

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

Originating Department: Finance & Parks and Recreation

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

Attachments:

N/A

ORDINANCE NO. 47, EIGHTH SERIES

AN ORDINANCE IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON OTTER TAIL POWER COMPANY, A DIVISION OF OTTER TAIL CORPORATION ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF FERGUS FALLS.

THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, ORDAINS:

Subd 1. Electrical Services Franchise Fee on Otter Tail Power Company, a division of Otter Tail Corporation, its successors and assigns including all successors or assignees that own or operate any part or parts of its Electric Facilities subject to this Franchise.

Section 1. Purpose. The Fergus Falls City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide electric services within the City of Fergus Falls. Pursuant to City Ordinance No. 44, Eighth Series, a Franchise Agreement between the City of Fergus Falls and Otter Tail Power Company, a division of Otter Tail Corporation, its successors and assigns, (“Company”) the City has the right to impose a franchise fee on the Company.

Section 2. Terms. A franchise fee is hereby imposed on the Company under its electric franchise in accordance with the amount and fee designated set forth in the fee schedule attached as Exhibit A to this Ordinance commencing with the Company’s September 2024 billing month.

This fee is an account-based fee on each premise and not a meter-based fee and is not applicable to the City of Fergus Falls’ municipal accounts. In the event that an entity covered by this ordinance has more than one meter at a single premise, but only one account, only one fee shall be assessed to that account. If a premise has two or more meters being billed at different rates, the Company may have an account for each rate classification, which will result in more than one franchise fee assessment for electric service to that premise. If the Company combines the rate classifications into a single account, the franchise fee assessed to the account will be the largest franchise fee applicable to a single rate classification for energy delivered to that premise. In the event any entities covered by this ordinance have more than one premise, each premise (address) shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any premise, the Company’s manner of billing for energy used at all similar premises in the city will control.

Section 3. Payment and Fee Modification. The franchise fee shall be payable quarterly and shall be based on the amount collected by Company during complete billing months during the period for which payment is to be made. The payment shall be due the last business day of the month following the period for which the payment is made. Such fee shall not exceed any amount that the Company may legally charge to its customers prior to payment to the City by imposing a

surcharge equivalent to such fee in its rates for electric service. The franchise fee may be increased or decreased by ordinance from time to time, however any such change may not occur more often than annually. No franchise fee shall be payable by Company if Company is unable to first collect an amount equal to the franchise fee from its customers in each applicable class of customers by imposing a surcharge in Company's applicable rates for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers that is non-public by law.

Section 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow the Company to add a surcharge to customer rates of city residents to reimburse the Company for the cost of the fee. The Company agrees that it is prohibited from adding an administrative fee of any kind on to the franchise fee.

Section 5. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 of the Franchise Agreement.

Section 6. Effective Date of Franchise Fee. The effective date of fee collection shall be September 1, 2024 or ninety (90) days after the City sends written notice enclosing a copy of this adopted Ordinance to the Company by certified mail, whichever date is later.

Section 7. Effective Date.

The effective date of this ordinance shall be the _____ day of _____, 2024.

Subd. 2. **Summary Publication.** Pursuant to Minn. Stat. §412.191 a summary of the Ordinance may be published. While a copy of the entire ordinance is available without cost at the office of the City Administrator, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

Ordinance No. 47 adopted by the Fergus Falls City Council on the _____ day of _____, 2024, an Electrical Services Franchise Fee on Otter Tail Power Company, a division of Otter Tail Corporation, its successors and assigns including all successors or assignees that own or operate any part or parts of its Electric Facilities subject to this Franchise.

THIS ORDINANCE was introduced on _____, 2024, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2024, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2024.

EXHIBIT A

OTTER TAIL POWER ELECTRIC FRANCHISE

FEE SCHEDULE

Monthly Fee per Customer*

5% on each account at each premise up to a maximum of \$1,000.00 per month, per account.

Franchise fees are to be collected monthly by the Company in the amounts set forth in the above schedule, and remitted to the City on a quarterly basis as follows:

- January – March collections due by April 30.
- April – June collections due by July 31.
- July – September collections due by October 31.
- October – December collections due by January 31.

ORDINANCE NO. 48, EIGHTH SERIES

AN ORDINANCE IMPLEMENTING A GAS SERVICE FRANCHISE FEE ON GREAT PLAINS NATURAL GAS CO., A DIVISION OF MONTANA-DAKOTA UTILITIES CO., A DELAWARE CORPORATION, ITS SUCCESSORS AND ASSIGNS FOR PROVIDING GAS SERVICE WITHIN THE CITY OF FERGUS FALLS.

THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, ORDAINS:

Sub. 1. Gas Services Franchise Fee on Great Plains Natural Gas Co., a division of Montana-Dakota Utilities Co., a Delaware corporation, its successors and assigns including all successors or assignees that own or operate any part or parts of its Gas Facilities subject to this Franchise.

Section 1. Purpose. The Fergus Falls City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide gas services within the City of Fergus Falls. Pursuant to City Ordinance No. 45, Eighth Series, a Franchise Agreement between the City of Fergus Falls and Great Plains Natural Gas Co., a division of Montana-Dakota Utilities Co., a Delaware corporation, its successors and assigns, (“Company”) the City has the right to impose a franchise fee on the Company.

Section 2. Terms. A franchise fee is hereby imposed on the Company under its gas franchise in accordance with the amount and fee designated set forth in the fee schedule attached as Exhibit A to this Ordinance commencing with the Company’s September 2024 billing month.

This fee is an account-based fee on each premise and not a meter-based fee and is not applicable to the City of Fergus Falls’ municipal accounts. In the event that an entity covered by this ordinance has more than one meter at a single premise, but only one account, only one fee shall be assessed to that account. If a premise has two or more meters being billed at different rates, the Company may have an account for each rate classification, which will result in more than one franchise fee assessment for electric service to that premise. If the Company combines the rate classifications into a single account, the franchise fee assessed to the account will be the largest franchise fee applicable to a single rate classification for energy delivered to that premise. In the event any entities covered by this ordinance have more than one premise, each premise (address) shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any premise, the Company’s manner of billing for energy used at all similar premises in the city will control.

Section 3. Payment and Fee Modification. The franchise fee shall be payable monthly and shall be based on the amount collected by Company during complete billing months during the period for which payment is to be made. The payment shall be due the last business day of the month following the period for which the payment is made. Such fee shall not exceed any amount that the

Company may legally charge to its customers prior to payment to the City by imposing a surcharge equivalent to such fee in its rates for gas service. The franchise fee may be increased or decreased by ordinance from time to time, however any such change may not occur more often than annually. No franchise fee shall be payable by Company if Company is unable to first collect an amount equal to the franchise fee from its customers in each applicable class of customers by imposing a surcharge in Company's applicable rates for gas service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds and correction of erroneous billings. Company agrees to make records necessary to audit the Company's determination of franchise fee payments available for inspection by the City at reasonable times. Nothing herein shall require Company to provide any personally identifying information of its customers. Nevertheless, the City and its designated representative shall agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding inadvertently identified customers.

Section 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow the Company to add a surcharge to customer rates of city residents to reimburse the Company for the cost of the fee. The Company agrees that it is prohibited from adding an administrative fee of any kind on to the franchise fee.

Section 5. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 of the Franchise Agreement.

Section 6. Effective Date of Franchise Fee. The effective date of fee collection shall be September 1, 2024, or the first of the month following ninety (90) days after the City sends written notice enclosing a copy of this adopted Ordinance to the Company by certified mail, whichever date is later.

Section 7. Effective Date.

The effective date of this ordinance shall be the _____ day of _____, 2024.

Subd. 2. **Summary Publication.** Pursuant to Minn. Stat. §412.191, a summary of the Ordinance may be published. While a copy of the entire ordinance is available without cost at the office of the City Administrator, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

Ordinance No. 48, Eighth Series, adopted by the Fergus Falls City Council on the _____ day of _____, 2024, implementing a Gas Services Franchise Fee on Great Plains Natural Gas Co., a division of Montana-Dakota Utilities Co., a Delaware corporation, its successors and assigns including all successors or assignees that own or operate any part or parts of its Gas Facilities subject to this Franchise.

THIS ORDINANCE was introduced on _____, 2024, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2024, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 202__.

EXHIBIT A

GREAT PLAINS NATURAL GAS CO. GAS FRANCHISE

FEE SCHEDULE

Monthly Fee per Customer*

5% on each account at each premise up to a maximum of \$1,000.00 per month, per account.

Franchise fees are to be collected monthly by the Company in the amounts set forth in the above schedule, and remitted to the City on a quarterly basis as follows:

January – March collections due by April 30.

April – June collections due by July 31.

July – September collections due by October 31.

October – December collections due by January 31.

ORDINANCE NO. 49, EIGHTH SERIES

AN ORDINANCE IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON LAKE REGION ELECTRIC COOPERATIVE FORMERLY KNOWN AS LAKE REGION CO-OP ELECTRICAL ASSOCIATION, A MINNESOTA COOPERATIVE, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF FERGUS FALLS.

THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, ORDAINS:

Subd. 1 Electrical Services Franchise Fee on Lake Region Electric Cooperative, a Minnesota Cooperative, its successors and assigns including all successors or assignees that own or operate any part or parts of its Electric Facilities subject to this Franchise.

Section 1. Purpose. The Fergus Falls City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide electric services within the City of Fergus Falls. Pursuant to City Ordinance No. 46, Eighth Series, a Franchise Agreement between the City of Fergus Falls and Lake Region Electric Cooperative formerly known as Lake Region Co-op Electrical Association, a Minnesota Cooperative, its successors and assigns, (“Company”) the City has the right to impose a franchise fee on the Company.

Section 2. Terms. A franchise fee is hereby imposed on the Company under its electric franchise in accordance with the amount and fee designated set forth in the fee schedule attached as Exhibit A to this Ordinance commencing with the September 2024 billing month.

This fee is an account-based fee on each premise and not a meter-based fee and is not applicable to the City of Fergus Falls’ municipal accounts. In the event that an entity covered by this ordinance has more than one meter at a single premise, but only one account, only one fee shall be assessed to that account. If a premise has two or more meters being billed at different rates, the Company may have an account for each rate classification, which will result in more than one franchise fee assessment for electric service to that premise. If the Company combines the rate classifications into a single account, the franchise fee assessed to the account will be the largest franchise fee applicable to a single rate classification for energy delivered to that premise. In the event any entities covered by this ordinance have more than one premise, each premise (address) shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any premise, the Company’s manner of billing for energy used at all similar premises in the city will control.

Section 3. Payment and Fee Modification. The franchise fee shall be payable quarterly and shall be based on the amount collected by Company during complete billing months during the period for which payment is to be made. The payment shall be due the last business day of the

month following the period for which the payment is made. Such fee shall not exceed any amount that the Company may legally charge to its customers prior to payment to the City by imposing a surcharge equivalent to such fee in its rates for electric service. The franchise fee may be increased or decreased by ordinance from time to time, however any such change may not occur more often than annually. No franchise fee shall be payable by Company if Company is unable to first collect an amount equal to the franchise fee from its customers in each applicable class of customers by imposing a surcharge in Company's applicable rates for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers that is non-public by law.

Section 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow the Company to add a surcharge to customer rates of city residents to reimburse the Company for the cost of the fee. The Company agrees that it is prohibited from adding an administrative fee of any kind on to the franchise fee.

Section 5. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 of the Franchise Agreement.

Section 6. Effective Date of Franchise Fee. The effective date of fee collection shall be September 1, 2024 or ninety (90) days after the City sends written notice enclosing a copy of this adopted Ordinance to the Company by certified mail, whichever date is later.

Subd. 2. Effective Date.

The effective date of this ordinance shall be the _____ day of _____, 2024.

Subd 3. Summary Publication. Pursuant to Minn. Stat. §412.191 a summary of the Ordinance may be published. While a copy of the entire ordinance is available without cost at the office of the City Administrator, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

Ordinance No. 49 adopted by the Fergus Falls City Council on the _____ day of _____, 2024, an Electrical Services Franchise Fee on Lake Region Electric Cooperative, a Minnesota Cooperative, its successors and assigns including all successors or assignees that own or operate any part or parts of its Electric Facilities subject to this Franchise.

THIS ORDINANCE was introduced on _____, 2024, and adopted by the City Council of the City of Fergus Falls, Minnesota, on the _____ day of _____, 2024, by the following vote:

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on _____, 2024.

EXHIBIT A

LAKE REGION ELECTRIC COOPERATIVE FRANCHISE

FEE SCHEDULE

Monthly Fee per Customer*

5% on each account at each premise up to a maximum of \$1,000.00 per month, per account.

Franchise fees are to be collected monthly by the Company in the amounts set forth in the above schedule, and remitted to the City on a quarterly basis as follows:

- January – March collections due by April 30.
- April – June collections due by July 31.
- July – September collections due by October 31.
- October – December collections due by January 31.

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

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

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

General

A-1 LOCK & KEY LLC	APRIL NEW PADLOCK AT DELAGOON	59.25
ADMINISTRATOR'S CONTINGENCY FD	MARCH 2024 ANALYSIS SVC CHARGE	121.46
ADMINISTRATOR'S CONTINGENCY FD	MARCH 2024 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	PARK SHELTER CANCEL/KORBY	40.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND DEPOSIT FEES	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-MCCUNE	100.00
AMERITAS	APR DENTAL INSURANCE	4,055.67
AUTO VALUE - FERGUS FALLS	APR STOCK SPARK PLUGS	11.96
AUTO VALUE - FERGUS FALLS	APRIL OIL-E13 & E14	25.03
CSG JANITORIAL	CLEANING 4/7-4/14	500.00
BEYER BODY SHOP, INC.	TOW DODGE CARAVAN/24010270	100.00
TODD BJERKLIE	2024 SAFETY BOOT REIMBURSEMENT	229.95
BMO FINANCIAL GROUP	AMMO 9MM	235.00
BMO FINANCIAL GROUP	APR TRAINING/FACTS&FACT SHEETS	85.00
BMO FINANCIAL GROUP	ASSN OF MN COUNTIES/RUFER	60.00
BMO FINANCIAL GROUP	BI-ANNUAL DUES/CPR INSTRUCTOR	120.00
BMO FINANCIAL GROUP	BIKES FOR OPEN HOUSE	764.00
BMO FINANCIAL GROUP	BOERHAVE UNIFORM PURCHASE	62.92
BMO FINANCIAL GROUP	BT46-LW17 ATLAS PSR BIPOD/QD	330.14
BMO FINANCIAL GROUP	CABLE TIES	21.61
BMO FINANCIAL GROUP	CEDERBERG TRNG HOTEL	141.37
BMO FINANCIAL GROUP	CEILING TILE FOR SENIOR CENTER	201.77
BMO FINANCIAL GROUP	CO DETECTORS	64.69
BMO FINANCIAL GROUP	CSO HEERTS UNIFORM	146.97
BMO FINANCIAL GROUP	DIGITAL CODES	339.16
BMO FINANCIAL GROUP	DUAL INFARED/PROBE THERMOMETER	56.06
BMO FINANCIAL GROUP	EVENSON UNIFORM PURCHASE	112.83
BMO FINANCIAL GROUP	EVENT REGISTRATION	255.00
BMO FINANCIAL GROUP	HAKEN/WEST POST RENEWAL	180.00
BMO FINANCIAL GROUP	HEINEN/CEDERBERG TRNG HOTEL	495.75
BMO FINANCIAL GROUP	HEINEN/SHIRKEY/SILBERNAGEL	360.00

General

BMO FINANCIAL GROUP	HOHRMAN UNIFORM PURCHASE	950.00
BMO FINANCIAL GROUP	HOSES FOR JANITORS CLOSETS	44.27
BMO FINANCIAL GROUP	KITZMAN CO-RESPONDER TRNG FEE	575.00
BMO FINANCIAL GROUP	LMC CLASS FEE CREDIT	100.00-
BMO FINANCIAL GROUP	MARCH AUTODESK WEB	10.79
BMO FINANCIAL GROUP	MARCH BANK BAGS	148.40
BMO FINANCIAL GROUP	MARCH BOXES FOR SHIPPING	7.44
BMO FINANCIAL GROUP	MARCH CHAIN LINK WIRE TIES	60.82
BMO FINANCIAL GROUP	MARCH DOTY BELT,URETHANE TREAT	242.49
BMO FINANCIAL GROUP	MARCH LIGHT BULBS	6.44
BMO FINANCIAL GROUP	MARCH MEETING-MEALS	19.99
BMO FINANCIAL GROUP	MARCH MEETING/LUGGAGE CHARGE	60.00
BMO FINANCIAL GROUP	MARCH MEETING/MEAL	22.44
BMO FINANCIAL GROUP	MARCH MOTOR FUELS UNIT #3002	37.48
BMO FINANCIAL GROUP	MARCH PD CPR CARDS	165.00
BMO FINANCIAL GROUP	MARCH PHONE ACCESSORY	112.72
BMO FINANCIAL GROUP	MARCH POSTAGE	27.90
BMO FINANCIAL GROUP	MARCH POSTAGE/EXCHANGE HEADSET	21.69
BMO FINANCIAL GROUP	MARCH RESPONSE PPE SUPPLIES	54.88
BMO FINANCIAL GROUP	MARCH SMALL ENGINE FUEL	26.84
BMO FINANCIAL GROUP	MARCH SMALL PAGER CASE	55.94
BMO FINANCIAL GROUP	MARCH STATION EXIT SIGNS	48.48
BMO FINANCIAL GROUP	MARCH STATION SUPPLIES	84.06
BMO FINANCIAL GROUP	MARCH TIES FOR ARENA	6.57
BMO FINANCIAL GROUP	MARCH TRASH CANS FOR ARENA	1,336.50
BMO FINANCIAL GROUP	MARCH TURNBUCKLES	37.47
BMO FINANCIAL GROUP	MARCH 4 3 RING BINDERS	23.68
BMO FINANCIAL GROUP	MILLER LMC CLASS CREDIT	20.00-
BMO FINANCIAL GROUP	MOBILE MOULTRIE MONTHLY	9.99
BMO FINANCIAL GROUP	MONTHLY CONSTANT CONNECT	45.00
BMO FINANCIAL GROUP	NEULEIB UNIFORM PURCHASE	167.33
BMO FINANCIAL GROUP	OFFICE SUPPLIES	267.02
BMO FINANCIAL GROUP	OFFICE TONER	216.99
BMO FINANCIAL GROUP	ONSTAD UNIFORM PURCHASE	29.27
BMO FINANCIAL GROUP	OPEN HOUSE SNACKS	227.77
BMO FINANCIAL GROUP	PLUMBING/REGISTERED EMPLOYER	100.00
BMO FINANCIAL GROUP	POSTAGE RADIO REPAIR	21.46
BMO FINANCIAL GROUP	PUMP FOR GOLF COURSE	433.85
BMO FINANCIAL GROUP	ROGUE FITNESS EQUIPMENT	203.26
BMO FINANCIAL GROUP	ROGUE RETURNED SALES TAX	14.85-
BMO FINANCIAL GROUP	SONSTEBO UNIFORM PURCHASE	58.95
BMO FINANCIAL GROUP	SUBSCRIPTION DIGITAL CODES	800.00
BMO FINANCIAL GROUP	TONER	433.95

General

BMO FINANCIAL GROUP	TWIST FOCUS FLASHLIGHT	34.37
BMO FINANCIAL GROUP	WEST TRAVEL PM MEAL	18.74
BMO FINANCIAL GROUP	WEST UNIFORM PURCHASE	184.97
BMO FINANCIAL GROUP	WILDLAND ACADEMY/DNR REIMBURSE	448.00
BMO FINANCIAL GROUP	03/06-04/05/24 PHOTO PLAN	10.78
BMO FINANCIAL GROUP	03/18/24-03/17/25 ZOOM.US	149.90
CARLSON & STEWART REFRIDGERATI	APRIL VILTER O-RING	39.81
CHARTER COMMUNICATIONS	04/13-05/12/24 INTERNET	129.99
CHARTER COMMUNICATIONS	04/13-05/12/24 IP ADDRESS	19.99
CLIMATE CONTROL INC	APRIL HIGH BRINE ALARM	75.00
COLE PAPERS INC	CLEANING SUPPLIES	214.87
COLE PAPERS INC	FURNACE FILTERS	188.38
COOPERS TECHNOLOGY GROUP	APRIL PUBLIC WORKS OFFICE	2,286.25
COSSETTE ELECTRIC LLC	APRIL AIR COMPRESSOR AT GOLF	184.00
COSSETTE ELECTRIC LLC	APRIL COMMUNITY ARENA REPAIRS	608.70
COSSETTE ELECTRIC LLC	APRIL HR/COMMUNITY DEVELOP	357.89
COSSETTE ELECTRIC LLC	APRIL PEBBLE LAKE GOLF CLUB	6,910.87
COSSETTE ELECTRIC LLC	APRIL SAFETY ISSUES FOR P&R	210.33
COSSETTE ELECTRIC LLC	APRIL STAIRWELL LIGHTS	138.00
DRV TECHNOLOGIES INC	ANNUAL MAINT SECURECHEX S/W	800.00
DACOTAH PAPER CO	APRIL DESK RECYCLE CONTAINERS	63.30
DACOTAH PAPER CO	APRIL DUST MOP,HANDLE,SCRAPER	208.16
DACOTAH PAPER CO	APRIL FLOOR SQUEEGEE,HANDLE	59.26
DACOTAH PAPER CO	APRIL SWIFFER WET REFILL PADS	20.87
DAILY JOURNAL	APRIL BOARD OF EQUALIZATION	123.77
DAILY JOURNAL	APRIL CONTRACTED MOWING	142.27
DAKOTA MAILING & SHIPPING	APRIL SEALING SOLUTION/POSTAGE	135.21
DRIVER AND VEHICLE SERVICES	4 SETS BLACKOUT FIRE PLATES	24.00
EQUIPMENT FUND	MAY EQUIPMENT RENT	127,704.85
ESSER PLUMBING AND HEATING	PLUMBING PERMIT 4501 OVERCHRG	65.00
4M FUND	APR 2024 SERVICE CHARGE	59.78
JOHN DEERE FINANCIAL	APR 18" CHAIN SAW BAR (PARK)	105.98
FASTENAL COMPANY	APR PARK SAFETY VENDING	13.74
FASTENAL COMPANY	APR STREET SAFETY VENDING	13.74
FASTENAL COMPANY	APR WEDGE ANCHORS(GOLF COURSE)	1.44
FASTENAL COMPANY	APR 14.5" CABLE TIES (PARK)	104.65
FERGUS FALLS CONVENTION &	FEB 2024 LODGING TAX	8,648.98
FERGUS FALLS CONVENTION &	FEB 2024 LODGING TAX ADMIN	259.47-
FERGUS HOME & HARDWARE	APRIL CAULK RUN RATCHET	12.99
FERGUS HOME & HARDWARE	APRIL CONTRACTOR MIX	585.00
FERGUS HOME & HARDWARE	APRIL MISC PARTS FLOORING	255.98
FERGUS HOME & HARDWARE	RETURN CAULK GUN RATCHET	12.99-
GALLS LLC	MATTER UNIFORM PURCHASE	131.71

General

GOODIN COMPANY	3/4X4 RED BRASS NIPPLE	5.81-
GRAINGER INC	APR SAFETY DECALS (APRK SHOP)	13.84
GRANICUS LLC	DOMAIN NAME CHANGE 2&3 OF 4	800.00
GREAT PLAINS FIRE	APRIL 3" HOSE FIRE FIGHTING	712.20
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	1,128.20
HOME DEPOT CREDIT SERVICES	APR AIR PURIFIER, THERMO GUARD	71.96
HOME DEPOT CREDIT SERVICES	APR LOCKING WAND, CREVICE TOOL	34.42
HOME DEPOT CREDIT SERVICES	APR SQUARE SHOVELS	79.92
HOME DEPOT CREDIT SERVICES	APRIL CEMENT/PRIMER, FITTINGS	46.46
HOME DEPOT CREDIT SERVICES	APRIL DWV PIPE, REPAIR COUPLING	24.52
HOME DEPOT CREDIT SERVICES	APRIL FILTERS, DUPLEX WALLPLT	38.17
HOME DEPOT CREDIT SERVICES	APRIL GORILLA GLUE, KNEE PADS	57.07
HOME DEPOT CREDIT SERVICES	APRIL LAG SCREW ZINC	11.80
HOME DEPOT CREDIT SERVICES	APRIL REFUND TAX	2.51-
HOME DEPOT CREDIT SERVICES	APRIL RETURN TANK TO BOWL KIT	13.98-
HOME DEPOT CREDIT SERVICES	APRIL SCREWS, NUTS, WASHERS	11.04
HOME DEPOT CREDIT SERVICES	APRIL SHEDLESS KNIT 3PK	11.98
HOME DEPOT CREDIT SERVICES	APRIL STOPS RUST 5 IN 1 GLOSS	47.88
HOME DEPOT CREDIT SERVICES	APRIL STORAGE REEL, WIRE CONNEC	54.06
HOME DEPOT CREDIT SERVICES	APRIL TANK TO BOWL KIT	15.36
HOME DEPOT CREDIT SERVICES	APRIL THREAD FAUCET AERATOR	21.08
HOME DEPOT CREDIT SERVICES	APRIL 2" TANK GASKET W/ BOLTS	7.97
HOME DEPOT CREDIT SERVICES	PAIL, LINERS, FAST DRY WHITE AFD	18.73
HOME DEPOT CREDIT SERVICES	PAIL, MICROFIBER CLOTH, ANGLE,	46.22
HOME DEPOT CREDIT SERVICES	1/4"X12" UNIVERSAL QUICK REL	11.97
HUMANA INSURANCE CO	MAY VISION INSURANCE	29.03
INDIGITAL INC	MARCH SCAN MICROFICHE & HOURS	4,380.10
JUST ADD WATER LANDSCAPE	APRIL IRRIGATION PARTS	41.56
LAKE REGION ELECTRIC COOP	MARCH ELECTRICITY EXPENSE	2,390.42
LAKE REGION ELECTRIC COOP	MARCH/SNOW REMOVAL/EQUIP BLDG	109.27
LAKE REGION HEALTHCARE CORP	MAR PRE-EMPLOY DRUG SCREEN	37.50
LAKeway EXPRESS LLC	APRIL FD SMALL ENGINE FUEL	21.15
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 AUTO INSURANCE	53,793.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 DATA SECURITY	6,224.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 EMPLOYMENT LIABIL	26,354.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 EQUIPMENT BREAKDN	21,828.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 GENERAL LIABILITY	52,264.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 MUNICIPALITY INS	15,536.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 POLICE DEPT LIAB	52,084.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 PROPERTY INSURANC	199,651.00-
LEAGUE OF MN CITIES INS. TRUST	RECEIPT 2024 SEWER BACKUP	9,958.00-
LEAGUE OF MN CITIES INS. TRUST	2024 AUTO INSURANCE	4,662.00
LEAGUE OF MN CITIES INS. TRUST	2024 BOND INSURANCE	2,327.00

General

LEAGUE OF MN CITIES INS. TRUST	2024 DATA SECURITY COVERAGE	1,244.80
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	15,363.89
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	8,313.49
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	13,679.02
LEAGUE OF MN CITIES INS. TRUST	2024 POLICE DEPT LIABILITY	52,084.00
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	103,866.00
LEAGUE OF MN CITIES INS TRUST	FEB WC DEDUCTIBLE-502344	47.73
LOCKBOX SERVICES 931054	01/01-03/31/24 INVESTMENT FEES	11,000.23
VICTOR LUNDEEN COMPANY	APRIL COPY PAPER	990.00
M-R SIGN COMPANY INC	KEEP RIGHT SYMBOL	48.92
MTI DISTRIBUTING INC	APR IRRIGATION PARTS (PARK)	121.53
MAIN STREET DESIGNS, INC	BULBS FOR DOWNTOWN DECORATIONS	182.00
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 4/10-5/10	350.24
MAXIMUM HEATING & AIR LLC	APRIL FIRE-DAMPER FUSIBLE LINK	142.50
MAXIMUM HEATING & AIR LLC	APRIL 165 DEGREE FUSIBLE LINK	413.01
METRO SALES, INC	03/18-04/17/24 COPIER RENT	152.98
METRO SALES, INC	03/18-04/17/24 COPIER USAGE	27.67
MINNESOTA ASA/USA SOFTBALL	2024 ADULT TEAM REGISTRATION	900.00
MN FIRE SVC CERTIFICATION	LIPSON INSTRUCTOR II CERTIFICA	136.50
MINNESOTA UC FUND	1ST QTR 2024 UNEMPLOYMENT	5,045.11
MISSION MECHANICAL INC	APRIL GOLF COURSE MAINTENANCE	791.00
TONY NEVILLE	MARCH PROFESSIONAL SERVICES	2,000.00
NEW HORIZONS ENERGY	APRIL PROPANE-MAIN TERMINAL	1,311.85
NEW HORIZONS ENERGY	APRIL PROPANE/SRE BUILDING	804.94
NEW HORIZONS ENERGY	FEBRUARY PROPANE/SRE BUILDING	703.56
ROLF NYCKLEMOE	06/01/24-05/31/25 LAWYERS DUES	504.00
NYCKLEMOE & ELLIG, P.A.	MAY RETAINER FEE/OFFICE ALLOW	7,450.00
RAY O'HERRON	5.56MM AMMO/MARKING CART 9MM	550.53
OFFICE OF MNIT SERVICES	APRIL INTERNET USAGE	338.62
OLSON OIL COMPANY INC	APRIL MAINTENANCE SUPPLIES	39.77
OTTER TAIL COUNTY HIGHWAY DEPT	JAN DECORATIVE LTS ROUNDABOUT	24.36
OTTER TAIL COUNTY HIGHWAY DEPT	MARCH DECORATIVE LTS ROUNDABOU	21.15
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	445.06
OTTER TAIL POWER COMPANY	MARCH BILL INSERT	382.57
OTTER TAIL POWER COMPANY	MARCH CHILDCARE PROVIDERS	128.93
OTTER TAIL POWER COMPANY	MARCH GOOD NEIGHBORS NOTES	257.87
OTTER TAIL POWER COMPANY	MARCH SUMMER FUN FOR ALL	257.86
OTTER TAIL TELCOM	APR. TELEPHONE LINES	2,777.09
OTTER TAIL TELCOM	CITY HALL LONG DISTANCE	30.09
OTTER TAIL TELCOM	CITY HALL PHONE LINES	41.57
OTTER TAIL TELCOM	ENG. DEPT ADDITIONAL LISTING	5.00
OTTER TAIL TELCOM	ENG. DEPT. ADDITIONAL LISTING	5.00
OTTER TAIL TELCOM	MAY TELEPHONE LINES	2,937.59

General

OTTER TAIL TELCOM	POLICE DEPT.	140.04
OTTER TAIL TELCOM	STATE/COUNTY/CITY TAXES	.12
PIGEON CONSULTING LLC	HISTORY ARCHITECTURE SURVEY	1,000.00
POLICE DEPT CONTINGENCY FUND	BERGREN CHIEF CONFERENCE EXPEN	30.71
POLICE DEPT CONTINGENCY FUND	BOERHAVE EMBROIDERED SHIRTS	20.00
POLICE DEPT CONTINGENCY FUND	ESTEP UOF TRNG MEALS	88.86
POLICE DEPT CONTINGENCY FUND	EVENSON EMBROIDERED SHIRTS	40.00
POLICE DEPT CONTINGENCY FUND	HEINEN TRNG TRAVEL MEAL	14.11
POLICE DEPT CONTINGENCY FUND	MILLER UNIFORM PURCHASE	65.00
POLICE DEPT CONTINGENCY FUND	NEULEIB EMBROIDERED SHIRTS	40.00
POLICE DEPT CONTINGENCY FUND	WEST UNIFORM SEWING	20.00
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/APR	4,544,350.44
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/01F050643	282,767.62-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/3140LHYG9	180,776.39-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/31418DJR4	101,367.11-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/31418DNH1	118,685.52-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/83162CW74	250,000.00-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/882830AX0	84,675.88-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CJZ5	138,816.42-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CKE0	537,304.56-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CKG5	143,712.14-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CKH3	289,205.03-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CKP5	144,864.55-
PRINCIPAL CUSTODY SOLUTIONS	1ST QTR SERVICE FEE	3,251.85
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	3,768.07
PUBLIC UTILITIES DEPARTMENT	APRIL UTILITIES/522 E HAMPDEN	40.34
REAL VISION SOFTWARE INC	RVI ANNUAL SOFTWARE RENEWAL	3,500.00
RED RIVER FLAGS	MAY FLAGS	182.69
RED RIVER FLAGS	MAY USA FLAGS FOR PD	169.69
SHERWIN WILLIAMS CO	APR PAINT,TRAY,POWER LOCK PRO	387.45
SHERWIN WILLIAMS CO	APRIL PAINT	581.54
SHERWIN WILLIAMS CO	APRIL PAINT, PAINT MIXER	75.32
SHERWIN WILLIAMS CO	APRIL POURING SPOUT 5GAL	1.99
SIGN GUYS LLC	DELANEY UNIFORM PURCHASE	124.00
SIGN GUYS LLC	HEINEN UNIFORM PURCHASE	62.00
SIGN GUYS LLC	KITZMAN UNIFORM PURCHASE	62.00
SIGN GUYS LLC	ONSTAD UNIFORM PURCHASE	124.00
SIGN GUYS LLC	SILBERNAGEL UNIFORM PURCHASE	65.58
SIGN GUYS LLC	SONSTEBO UNIFORM PURCHASE	62.00
SIGN GUYS LLC	WEST UNIFORM PURCHASE	62.00
SKY CREW SERVICES, LLC	FEB SNOW REMOVAL	240.00
SKY CREW SERVICES, LLC	JAN SNOW REMOVAL	240.00
SKY CREW SERVICES, LLC	MAR SNOW REMOVAL	480.00

General

STOPSTICK LTD	STOP STICK REPLACEMENT	134.00
SUMMIT COMPANIES	APRIL RELOCATE SPRINKLER HEADS	865.00
T-MOBILE	TRUCK IPAD DATA PLANS	192.33
USABLE LIFE	APR LIFE INSURANCE	70.40
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	1,029.25
WEST CENTRAL ABSTRACTING	#1/CHRISTOPHERSON LOAN/STANTON	250,000.00
WEST CENTRAL ABSTRACTING	TITLE EXAM/SEARCH,ABSTRACTING	1,765.00
WEX	APR EMPLOYER HSA CONTRIBUTION	250.00
WEX	MAR FLEX/HSA PART FEE	151.80
PAUL WIELER	2024 SAFETY BOOT REIMBURSEMENT	125.00
WIMACTEL INC	APRIL TELEPHONE EXPENSE	99.00
	F U N D T O T A L	2,524,924.88

P.A. General

JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC MAR	1,070.07
JOHNSON CONTROLS INC	REPLACED ACTUATOR AT CBHH	998.33
JOHNSON CONTROLS INC	REPLACED HVAC ZONE MOTOR	612.00
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	223.22
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	806.50
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	347.41
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	8,746.00
OTTER ELECTRIC LLC	DIAGNOSE SINK MOTION SENSOR	180.00
OTTER ELECTRIC LLC	REPAIRED FLUORESCENT SOCKET	182.50
OTTER ELECTRIC LLC	REPLACE BALLASTS LIGHT FIXTURE	421.16
OTTER ELECTRIC LLC	REPLACED DAMAGED LED LIGHT PAN	369.84
OTTER ELECTRIC LLC	RETROFIT LIGHT FIXTURE TO LED	391.53
OTTER TAIL TELCOM	APR. TELEPHONE LINES	8.06
OTTER TAIL TELCOM	MAY TELEPHONE LINES	9.01
SUMMIT COMPANIES	ANNUAL FIRE ALARM INSPECITON	174.00
UGSTAD PLUMBING INC	BOILER/GEN CK 03/11/24	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 03/21/24	157.50
UGSTAD PLUMBING INC	BOILER/GEN CK 03/29/24 & MONTH	112.50
UGSTAD PLUMBING INC	BOILER/GEN CK 04/05/24	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 04/10/24	90.00
UGSTAD PLUMBING INC	MAY RETAINER FEE	125.00
UGSTAD PLUMBING INC	REPALCE TOILET SEAT IN RM 172	346.00
WEX	MAR FLEX/HSA PART FEE	3.30
	F U N D T O T A L	15,553.93

Regional Treatment Center-City Operated

LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	10.91
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	11.83
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	170.00
	F U N D T O T A L	192.74

Public Library

VESTIS	APRIL LINEN SUPPLY	50.32
BAKER & TAYLOR INC	BOOKS	1,674.77
BAKER & TAYLOR INC	FREIGHT SURCHARGE	33.72
BAKER & TAYLOR INC	LOWE BOOKS	41.51
BAKER & TAYLOR INC	LOWE FREIGHT SURCHARGE	.61
BAKER & TAYLOR INC	LOWE PROCESSING	3.39
BAKER & TAYLOR INC	PROCESSING	128.43
BMO FINANCIAL GROUP	ANNUAL SUBSCRIPTION/GOOGLE PLA	19.99
BMO FINANCIAL GROUP	GODADDY.COM DOMAIN RENEWAL	22.17
BMO FINANCIAL GROUP	MARCH BOOK REPAIR TAPE	36.20
BMO FINANCIAL GROUP	MARCH BOOKS	50.57
BMO FINANCIAL GROUP	MARCH CLEAR COVER LAMINATE	112.64
BMO FINANCIAL GROUP	MARCH DIGITAL MATERIAL	351.69
BMO FINANCIAL GROUP	MARCH DIGITAL MATERIALS	526.48
BMO FINANCIAL GROUP	MARCH DVD'S	957.63
BMO FINANCIAL GROUP	MARCH POSTAGE	6.35
BMO FINANCIAL GROUP	MARCH STAR TRIBUNE RENEWAL	753.90
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	2,334.56
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	1,338.88
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	877.94
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	12,894.00
MCMASTER-CARR SUPPLY CO	APRIL AIR FILTERS FOR LIBRARY	139.92
MIDWEST PRINTING COMPANY	BOOKMARKS ANNUAL STATS	105.00
MIDWEST PRINTING COMPANY	LOWE BOOKMARKS COLLECTION	130.00
OTTER TAIL TELCOM	APR. TELEPHONE LINES	137.09
OTTER TAIL TELCOM	LIBRARY FAX	36.88
OTTER TAIL TELCOM	MAY TELEPHONE LINES	153.14
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	322.31
US BANK EQUIPMENT FINANCE	01/20-04/20/24 COPIER OVERAGE	14.20
US BANK EQUIPMENT FINANCE	04/20-05/20/24 COPIER RENT	632.26
WEX	MAR FLEX/HSA PART FEE	15.26
	F U N D T O T A L	23,901.81

Bigwood Event Center

VESTIS	APRIL LINEN SUPPLY	435.50
BJORN'S HEATING & AIR COND INC	APRIL RTU BIGWOOD EVENT CENTER	3,818.00
BMO FINANCIAL GROUP	03/07/24 FOOD	36.00
BMO FINANCIAL GROUP	03/08/24 BEVERAGES	26.06
BMO FINANCIAL GROUP	03/08/24 FOOD	50.31
BMO FINANCIAL GROUP	03/23/24 BEVERAGES	28.02
BMO FINANCIAL GROUP	03/23/24 FOOD	8.08
VIKING COCA-COLA BOTTLING CO	APRIL BEVERAGES	324.00
DACOTAH PAPER CO	APRIL SUPPLIES-FOAM CUPS	28.15
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	621.76
HOME DEPOT CREDIT SERVICES	APRIL BARREL BOLTS	7.84
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	390.64
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	742.31
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	282.94
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	6,940.00
MARCO TECHNOLOGIES LLC	03/29-04/29/24 COPIER RENT	133.47
OTTER TAIL POWER COMPANY	MARCH BILL INSERT	191.29
OTTER TAIL TELCOM	APR. TELEPHONE LINES	203.59
OTTER TAIL TELCOM	BIGWOOD INTERNET	163.59
OTTER TAIL TELCOM	MAY TELEPHONE LINES	206.42
PRECISION CATERING MINNESOTA	03/08/2024 FOOD	1,825.20
PRECISION CATERING MINNESOTA	03/08/2024 LESS 15% FOOD	228.15-
PRECISION CATERING MINNESOTA	04/15/2024 FOOD	1,215.00
PRECISION CATERING MINNESOTA	04/15/2024 LESS 15% FOOD	151.88-
PRECISION CATERING MINNESOTA	04/18,04/22,04/25/24 FOOD	907.20
PRECISION CATERING MINNESOTA	04/18,04/22,04/25/24 LESS 15%	113.40-
PRECISION CATERING MINNESOTA	04/26/24 BEVERAGES	125.00
PRECISION CATERING MINNESOTA	04/26/24 FOOD	6,932.10
PRECISION CATERING MINNESOTA	04/26/24 LESS 15% BEVERAGES	362.85-
PRECISION CATERING MINNESOTA	04/26/24 LESS 15% FOOD	691.76-
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	556.59
TWEETON REFRIGERATION	APRIL ICE MACHINE RENTAL	180.00
TORKE COFFEE ROASTING COMPANY	APRIL BEVERAGES	424.45
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	45.34
WEX	MAR FLEX/HSA PART FEE	3.02
	F U N D T O T A L	25,303.83

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

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

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	3.96
	F U N D T O T A L	3.96

T.I. #4-11 H9, LLC

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	15.68
	F U N D T O T A L	15.68

Tax Abatement - Platte Properties

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	15.68
	F U N D T O T A L	15.68

Tax Abatement - Fergus Care Center LLC

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	13.06
	F U N D T O T A L	13.06

Tax Abatement - Northstar Behavioral Health, LLC

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	21.05
	F U N D T O T A L	21.05

T.I. 4-15 Fergus Falls Flour Mill

T.I. 4-15 Fergus Falls Flour Mill

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	20.39
	F U N D T O T A L	20.39

Tax Abatement - Housing Rebate Program

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	54.37
	F U N D T O T A L	54.37

Tax Abatement - Dental Specialists of Fergus Falls

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	1.93
	F U N D T O T A L	1.93

T.I. #IV-7/Kaddatz Hotel

KADDATZ ARTISTS LOFTS LIMITED	2023 SEMI-ANNUAL PAYMENT/INTER	3,336.20
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	6.26
	F U N D T O T A L	3,342.46

MIF/Small Cities Grant

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	2.22
	F U N D T O T A L	2.22

IRP Revolving Loan

IRP Revolving Loan

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	3.36
	F U N D T O T A L	3.36

CDBG/HUD Revolving Loan

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	26.01
PREMIER ELECTRIC INC	ELECTRICAL WORK/STELLA'S-#511	8,296.03
SIGN GUYS LLC	NEW SIGNAGE/220 W LINCOLN-#957	4,611.66
STELLA'S FF LLC	MATERIALS/220 W LINCOLN-#511	1,846.33
STELLA'S FF LLC	NEW SIGNAGE/220 W LINCOLN-#957	5,000.00
	F U N D T O T A L	19,780.03

P.I.R. Bond and Interest 2009

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	1,950.00
	F U N D T O T A L	1,950.00

P.I.R. Bond and Interest 2012B

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	8,125.00
	F U N D T O T A L	8,125.00

G.O. Capital Improvement 2010A

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	5,050.00
	F U N D T O T A L	5,050.00

Capital Improvement Bond and Interest 2012C

NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	37,350.00
	F U N D T O T A L	37,350.00

G.O. Equipment Certificates, Series 2020A

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	8.39
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	4,575.00
	F U N D T O T A L	4,583.39

Capital Improvement

BOLTON & MENK INC	DTRF PHASE 2 PROF SERVICES	2,865.50
BOLTON & MENK INC	PROF SERV MILL & OVERLAY	498.00
JOEL CARLSON INC.	MAY LEGISLATIVE FEES	2,285.00
COMSTOCK CONSTRUCTION INC	PAY APP NO. 12 DTRF PHASE 2	419,299.94
FERGUS HOME & HARDWARE	APR GRASS SEED FOR FRIBERG PRO	351.00
FERGUSON WATERWORKS #1657	APR TAP SADDLE PER TROY	121.03
FERGUSON WATERWORKS #1657	APR WATER SYSTEM ORDER TROY	2,744.85
FRONTIER PRECISION INC	HARDWARE, SOFTWARE MAINTENANCE	1,763.00
HOUSTON ENGINEERING INC	PROF SERV CONST. ACTION UPDATE	6,012.64
HOUSTON ENGINEERING INC	PROF SERVICE THRU 3/28/2024	11,899.00
INTERSTATE ENGINEERING INC.	PROF SERV 1/7/24 TO 2/10/24	5,913.82
INTERSTATE ENGINEERING INC.	PROF SERV 12/10/23 TO 1/27/24	4,320.00
INTERSTATE ENGINEERING INC.	PROF SERV 3/10/24 TO 4/6/24	6,657.05
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	24,031.50
MUSCO SPORTS LIGHTING LLC	PAY APP NO. 2 LESS 5% RETAINED	197,849.00
RACHEL CONTRACTING INC	PAY EST NO. 3	87,195.75
THE TRADESMEN CONSTRUCTION INC	PAY APP NO 4 AQUATICS	542,234.45
	F U N D T O T A L	1,316,041.53

Airport Capital Improvement

Airport Capital Improvement

LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	323.06
	F U N D T O T A L	323.06

Liquor Store

AL'S REFRIGERATION, INC.	APRIL REPLACED EVAP FAN/COOLER	518.61
THE AMERICAN BOTTLING COMPANY	APRIL/MIX	743.87
ARTISAN BEER COMPANY	APRIL/BEER	1,913.80
ARTISAN BEER COMPANY	APRIL/MIX	113.80
BELLBOY CORPORATION	APRIL/FREIGHT	143.32
BELLBOY CORPORATION	APRIL/LIQUOR	9,507.92
BELLBOY CORPORATION	APRIL/MISC PURCHASES-COOLERS	72.00
BELLBOY CORPORATION	APRIL/MIX	546.95
BEVERAGE WHOLESALERS INC	APRIL/BEER	80,595.82
BEVERAGE WHOLESALERS INC	APRIL/LIQUOR	3,633.00
BEVERAGE WHOLESALERS INC	APRIL/MIX	273.20
BEVERAGE WHOLESALERS INC	APRIL/WINE	320.80
BJORN'S HEATING & AIR COND INC	APRIL BOILER REPAIR	230.00
BMO FINANCIAL GROUP	MARCH MISC PURCHASES	887.72
BMO FINANCIAL GROUP	MARCH MOOD PANDORA	62.44
BMO FINANCIAL GROUP	POLY TWINE	61.47-
BRAUN VENDING INC	APRIL SUPPLIES-WATER	49.00
BRAUN VENDING INC	APRIL WATER COOLER RENT	7.00
BREAKTHRU BEVERAGE MINNESOTA	APRIL/FREIGHT	489.49
BREAKTHRU BEVERAGE MINNESOTA	APRIL/LIQUOR	24,393.04
BREAKTHRU BEVERAGE MINNESOTA	APRIL/MIX	831.48
BREAKTHRU BEVERAGE MINNESOTA	APRIL/WINE	11,809.50
BREAKTHRU BEVERAGE MINNESOTA	MAY/BEER	142.50
BREAKTHRU BEVERAGE MINNESOTA	MAY/FREIGHT	147.17
BREAKTHRU BEVERAGE MINNESOTA	MAY/LIQUOR	7,132.99
BREAKTHRU BEVERAGE MINNESOTA	MAY/WINE	775.00
CAYAN	APRIL 2024 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	APRIL/MIX	385.55
COSSETTE ELECTRIC LLC	APRIL REPAIRED SAFETY ISSUES	982.95
BRANDON CURRIE	2024 BUYERS TRIP	1,369.78
D-S BEVERAGES, INC.	APRIL/BEER	38,632.19
D-S BEVERAGES, INC.	APRIL/LIQUOR	2,251.30
D-S BEVERAGES, INC.	APRIL/MIX	313.93
D-S BEVERAGES, INC.	APRIL/WINE	100.50

Liquor Store

D-S BEVERAGES, INC.	MAY/BEER	2,146.15
D-S BEVERAGES, INC.	MAY/LIQUOR	1,377.00
D-S BEVERAGES, INC.	MAY/MIX	246.50
DACOTAH PAPER CO	APRIL BAGS, ROLL THERMAL	280.19
DACOTAH PAPER CO	APRIL SUPPLIES-BAGS	446.92
DACOTAH PAPER CO	APRIL VACUUM FILTER & BAGS	25.70
FERGUS BREWING COMPANY LLC	APRIL/BEER	504.00
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	185.86
THE HOME CITY ICE COMPANY	APRIL/ICE #7651240024	165.09
JOHNSON BROTHERS LIQUOR CO	APRIL/FREIGHT	1,029.49
JOHNSON BROTHERS LIQUOR CO	APRIL/LIQUOR	15,812.72
JOHNSON BROTHERS LIQUOR CO	APRIL/MIX	598.95
JOHNSON BROTHERS LIQUOR CO	APRIL/WINE	19,718.34
LEAGUE OF MN CITIES INS. TRUST	2024 DATA SECURITY COVERAGE	1,244.80
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	2,590.33
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	763.37
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	5,738.69
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	8,260.00
VICTOR LUNDEEN COMPANY	APRIL BLAIR PENS	452.11
MAVERICK WINE LLC	APRIL/FREIGHT	10.00
MAVERICK WINE LLC	APRIL/WINE	319.92
OTTER TAIL TELCOM	APR. TELEPHONE LINES	116.77
OTTER TAIL TELCOM	MAY TELEPHONE LINES	128.10
PHILLIPS WINE & SPIRITS CO	APRIL/FREIGHT	529.22
PHILLIPS WINE & SPIRITS CO	APRIL/LIQUOR	14,246.05
PHILLIPS WINE & SPIRITS CO	APRIL/MIX	364.25
PHILLIPS WINE & SPIRITS CO	APRIL/WINE	9,718.92
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	495.58
SOUTHERN GLAZER'S OF MN	APRIL/FREIGHT	144.30
SOUTHERN GLAZER'S OF MN	APRIL/LIQUOR	5,911.75
SOUTHERN GLAZER'S OF MN	APRIL/WINE	3,032.16
SOUTHERN GLAZER'S OF MN	MAY/FREIGHT	109.15
SOUTHERN GLAZER'S OF MN	MAY/LIQUOR	6,191.07
SOUTHERN GLAZER'S OF MN	MAY/WINE	942.82
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	78.32
VINOCOPIA INC	APRIL/FREIGHT	30.00
VINOCOPIA INC	APRIL/LIQUOR	665.75
VINOCOPIA INC	APRIL/MIX	240.00
VINOCOPIA INC	APRIL/WINE	464.00
WEX	MAR FLEX/HSA PART FEE	20.22
	F U N D T O T A L	294,820.45

Refuse Disposal

BMO FINANCIAL GROUP	MARCH OUTDOOR MOTION DETECTOR	59.99
COSSETTE ELECTRIC LLC	APRIL RECONNECT INTERLOCK	138.00
WASTE MANAGEMENT	04/01-04/15/24 PRO SERVICES	1,344.00
EQUIPMENT FUND	MAY EQUIPMENT RENT	46,971.08
FASTENAL COMPANY	APR REFUSE SAFETY VENDING	13.74
HOUSTON ENGINEERING INC	2024 GW SW-572 SPRING MONITOR	363.75
LEAGUE OF MN CITIES INS. TRUST	2024 DATA SECURITY COVERAGE	1,244.80
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	1,784.87
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	207.02
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	2,835.90
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	1,491.00
LIBERTY TIRE SERVICES LLC	APRIL CAR TIRES	790.00
METRO SALES, INC	03/18-04/17/24 COPIER RENT	16.55
METRO SALES, INC	03/18-04/17/24 COPIER USAGE	12.69
NEW HORIZONS ENERGY	APRIL PROPANE	1,045.42
N.D. SEWAGE PUMP & LIFT STAT.	APR LEACHATE PUMP FLOAT 40'	72.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	24,371.88
OTTER TAIL POWER COMPANY	FEBRUARY SERVICE-MAIL BILLS	222.55
OTTER TAIL TELCOM	APR. TELEPHONE LINES	32.26
OTTER TAIL TELCOM	MAY TELEPHONE LINES	36.03
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	716.92
SIGELMAN STEEL & SALVAGE CO	APR DUMPSTER SHEET METAL	270.87
SIGELMAN STEEL & SALVAGE CO	APR 14 GAUGE SHEET METAL	632.00
TANK HOLDING CORP	APR 300 GALLON TOTES/LIDS	9,543.20
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	23.11
WEX	MAR FLES/HSA PART FEE	22.00
	F U N D T O T A L	94,756.63

Sewage Treatment

ADMINISTRATOR'S CONTINGENCY FD	APR RETURN OVERAGE/SEWER PERMI	10.00
AUTO VALUE - FERGUS FALLS	APR SEWER SERVICES CLAMPS CHAD	13.44
BMO FINANCIAL GROUP	FEB MN DEPT OF LABOR CRW	40.00
BMO FINANCIAL GROUP	MARCH SAE 80W-90 OIL	41.96
BMO FINANCIAL GROUP	MARCH TYPE IV REFRESHER	132.80
BMO FINANCIAL GROUP	MARCH 5 GALLON STORAGE BAGS	37.79
BMO FINANCIAL GROUP	MARCH 5GAL HOMER BUCKET	35.84
COOPERS TECHNOLOGY GROUP	APR LAPTOP MOUSE (SEWER DEPT)	28.56

Sewage Treatment

COSSETTE ELECTRIC LLC	APR INSTALL PHASE INDICATOR	277.22
COSSETTE ELECTRIC LLC	APRIL RECONNECTED MIXER	92.00
COSSETTE ELECTRIC LLC	APRIL REPLACED LIGHTS	1,187.60
COSSETTE ELECTRIC LLC	REPLACE GENERATOR CORD END AT	92.00
WASTE MANAGEMENT	04/03/24 DISPOSAL	681.08
EQUIPMENT FUND	MAY EQUIPMENT RENT	13,569.00
FASTENAL COMPANY	APR SEWER SAEFTY VENDING	13.74
FERGUS HOME & HARDWARE	APRIL CONTRACTOR MIX	585.00
FERGUSON WATERWORKS #1657	APR MANHOLE SUPER GLUE (STK)	193.67
GENERAL REPAIR SERVICE	APRIL WILO MIXER REPAIR	225.00
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	891.83
HAWKINS INC	APR CHLORINE/SULFUR CYLINDERS	50.00
LAKE REGION ELECTRIC COOP	MARCH ELECTRICITY EXPENSE	237.90
LEAGUE OF MN CITIES INS. TRUST	2024 DATA SECURITY COVERAGE	1,244.80
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	1,382.59
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	5,891.17
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	2,171.75
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	30,050.00
LEAGUE OF MN CITIES INS. TRUST	2024 SEWER CONNECTIONS/BACKUP	9,958.00
LOCATORS & SUPPLIES INC	APR LITE BOX BATTERIES	90.00
LOCATORS & SUPPLIES INC	APR STREAMLIGHT LED LIGHTBOX	199.95
MACQUEEN EQUIPMENT INC	APR WARTHOG REPAIR PARTS/TIPS	635.62
METRO SALES, INC	03/18-04/17/24 COPIER RENT	16.56
METRO SALES, INC	03/18-04/17/24 COPIER USAGE	12.68
MN VALLEY TESTING LABS INC	APRIL TESTING	979.75
OTTER TAIL POWER COMPANY	FEBRUARY SERVICE-MAIL BILLS	222.53
OTTER TAIL TELCOM	APR. TELEPHONE LINES	129.03
OTTER TAIL TELCOM	MAY TELEPHONE LINES	144.13
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	783.31
RMB ENVIRONMENTAL LABORATORIES	APRIL ANALYSIS	1,522.37
RANGE DATA INC	APR YEARLY CELLULAR CLOUD FEE	3,300.00
SHERWIN WILLIAMS CO	APR THICKSTER XTRA LONG GLOVES	82.00
SPEE*DEE DELIVERY SERVICE INC	APRIL SHIPMENT	71.94
SPEE*DEE DELIVERY SERVICE INC	APRIL SHIPMENTS	35.99
USA BLUEBOOK	APRIL SEWAGE PUMP	2,019.95
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	61.22
WEX	MAR FLES/HSA PART FEE	9.63
	F U N D T O T A L	79,451.40

Water

Water

ADMINISTRATOR'S CONTINGENCY FD	MPCA 3 YEAR RENEWAL/STEYN	23.00
AUTO VALUE - FERGUS FALLS	APR PRIMER FOR ADAM/USED AT WP	9.05
BMO FINANCIAL GROUP	MAR CLIPBOARDS, TRAY ORGANIZER	39.53
BMO FINANCIAL GROUP	MAR TRAVEL/LODGING	709.56
BMO FINANCIAL GROUP	MARCH CIVIC CENTER PARKING	6.50
BMO FINANCIAL GROUP	MARCH DIVIDERS, TAPE, MARKERS	38.57
BMO FINANCIAL GROUP	MARCH EXIT SIGN BATTERIES	28.99
BMO FINANCIAL GROUP	MARCH MEETING-MEALS	79.47
BMO FINANCIAL GROUP	MARCH MNRWA TECH CONFERENCE	150.00
BMO FINANCIAL GROUP	MARCH 3 RING BINDERS	30.01
CHAD DAVIS	2024 SAFETY BOOT REIMBURSEMENT	64.98
EQUIPMENT FUND	MAY EQUIPMENT RENT	5,183.83
FASTENAL COMPANY	APR WATER SAFETY VENDING	13.74
FERGUSON WATERWORKS #1657	APR 2" METER (LANDFILL)	1,247.38
FERGUSON WATERWORKS #1657	APR 2" METER FLANGE KIT	163.97
FERGUSON WATERWORKS #1657	APR 3/4" METER COUPLERS	167.05
FERGUSON WATERWORKS #1657	APR 3" MACH 10 R900I USG 17"	3,223.46
FERGUSON WATERWORKS #1657	APR 6" BELL JOINT CLAMPS (STK)	596.36
GOIN' POSTAL FERGUS FALLS	MARCH DELIVERY	14.40
GOODIN COMPANY	APR PARTS FOR COLD SHOT PIPE	108.70
GRAYMONT (WI) LLC	APRIL HIGH CALCIUM QUICKLIME	8,870.44
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	797.66
HAWKINS INC	APR CHLORINE/AMMONIA CYLINDERS	40.00
HAWKINS INC	APRIL AMMONIA/FERRIC SULFATE	5,147.31
HAWKINS INC	APRIL BACKUP BATTERY FOR	174.18
HAWKINS INC	APRIL CHLORINE	2,214.00
HOME DEPOT CREDIT SERVICES	APR KEY RING/HOOKS MARCIA UTIL	18.81
LEAGUE OF MN CITIES INS. TRUST	2024 DATA SECURITY COVERAGE	1,244.80
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	1,386.31
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	2,880.91
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	1,399.97
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	16,881.00
LOCATORS & SUPPLIES INC	APRIL SAFETY DECALS	44.76
METRO SALES, INC	02/08-03/07/24 COPIER RENT	63.68
METRO SALES, INC	02/08-03/07/24 COPIER USAGE	5.03
METRO SALES, INC	03/08-04/07/24 COPIER RENT	63.68
METRO SALES, INC	03/08-04/07/24 COPIER USAGE	6.19
METRO SALES, INC	03/18-04/17/24 COPIER RENT	16.56
METRO SALES, INC	03/18-04/17/24 COPIER USAGE	12.68
MINNESOTA RURAL WATER ASSN	MN RURAL WATER ASSOCIATION FEE	400.00
MOTION INDUSTRIES INC	APRIL BALL BRG MTD UNITS	94.61
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	8,225.00
OTTER TAIL POWER COMPANY	FEBRUARY SERVICE-MAIL BILLS	222.54

Water

OTTER TAIL TELCOM	APR. TELEPHONE LINES	56.45
OTTER TAIL TELCOM	MAY TELEPHONE LINES	63.05
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	150.49
SHERWIN WILLIAMS CO	MARCH WATERPLANT PAINTING	19.94
JAMES & WILMA THOMPSON	APR PRESS.PUMP 1608 CTY 111 52	1,000.00
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	487.51
WEX	MAR FLES/HSA PART FEE	8.25
WEX	MAR FLEX/HSA PART FEE	17.87
	F U N D T O T A L	63,912.23

Storm Water

EQUIPMENT FUND	MAY EQUIPMENT RENT	12,359.58
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	74.41
LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	95.79
LEAGUE OF MN CITIES INS. TRUST	2024 GENERAL LIABILITY	371.63
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	499.00
OTTER TAIL POWER COMPANY	MARCH BILL INSERT	191.29
OTTER TAIL POWER COMPANY	MARCH DISPOSE HAZARDOUS WASTE	128.93
RMB ENVIRONMENTAL LABORATORIES	APRIL LAKE ALICE ANALYSIS	397.94
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	40.01
WQ3D	LAKE ALICE QUALITY WATER REPOR	44,000.00
WADENA ASPHALT INC	APR BIT MIX SHERMAN/JUNIUS &	990.00
WEX	MAR FLEX/HSA PART FEE	1.65
	F U N D T O T A L	59,150.23

Equipment

AMERICAN WELDING & GAS, INC	APR .035 SUPERGLAZE (FAB SHOP)	27.16
AUTO VALUE - FERGUS FALLS	APR BASECOAT/URETHANE UNIT 45	139.75
AUTO VALUE - FERGUS FALLS	APR BATTERY NUT (STK)	3.99
AUTO VALUE - FERGUS FALLS	APR BELT UNIT 958	18.99
AUTO VALUE - FERGUS FALLS	APR BLACK HOLE PLUGS UNIT 42	4.49
AUTO VALUE - FERGUS FALLS	APR BLK HOLE PLUGS U-42	9.99
AUTO VALUE - FERGUS FALLS	APR BODY CLEANER UNIT 42	18.99

Equipment

AUTO VALUE - FERGUS FALLS	APR CREDIT RETURNED BRAKE SHOE	94.99-
AUTO VALUE - FERGUS FALLS	APR DEF FLUID UNIT 238	27.98
AUTO VALUE - FERGUS FALLS	APR FAST DRY TOP COAT U-42	47.75
AUTO VALUE - FERGUS FALLS	APR FEMALE FLAT FACE FITT U958	56.18
AUTO VALUE - FERGUS FALLS	APR FEMALE FLAT FACE HYD FITTI	25.78
AUTO VALUE - FERGUS FALLS	APR FUEL HOSE UNIT 958	7.45
AUTO VALUE - FERGUS FALLS	APR FUSES/SWITCH UNIT 241	26.93
AUTO VALUE - FERGUS FALLS	APR GREASE LUBE FITTINGS	8.49
AUTO VALUE - FERGUS FALLS	APR HUB/BEARING UNT 487	176.65
AUTO VALUE - FERGUS FALLS	APR LACQUER THINNER (SHOP)	23.39
AUTO VALUE - FERGUS FALLS	APR ON-OFF-ON TOGGLE SWITCH ST	11.99
AUTO VALUE - FERGUS FALLS	APR PAINT ACTIVATOR/URETHANE	76.15
AUTO VALUE - FERGUS FALLS	APR PAINT MIXING CUP/LACQ THIN	25.82
AUTO VALUE - FERGUS FALLS	APR STOCK FILTER ORDER	22.05
AUTO VALUE - FERGUS FALLS	APR STOCK HYD FITTING	84.48
AUTO VALUE - FERGUS FALLS	APR STOCK OIL FILTER	6.60
AUTO VALUE - FERGUS FALLS	APR STOCK OIL FILTERS	76.20
AUTO VALUE - FERGUS FALLS	APR STOCK PARTS ORDER	243.49
AUTO VALUE - FERGUS FALLS	APR STOCK RELAY (SHOP)	15.99
AUTO VALUE - FERGUS FALLS	APR STOCK 21" WIPER BLADES	27.98
AUTO VALUE - FERGUS FALLS	APR STT LAMP 4" ROUND LED RED	10.98
AUTO VALUE - FERGUS FALLS	APR TOGGLE SWITCH BOOT U-241	5.99
AUTO VALUE - FERGUS FALLS	APR V-BELT UNIT 484	10.99
AUTO VALUE - FERGUS FALLS	APR WET OR DRY SANDPAPER U-42	23.98
AUTO VALUE - FERGUS FALLS	APR WHITE PAINT MARKER	9.98
AUTO VALUE - FERGUS FALLS	APR 1/4" RUBBER INS CLAMP	8.99
AUTO VALUE - FERGUS FALLS	APR 11" CABLE TIES (SHOP)	8.49
BMO FINANCIAL GROUP	FEB UNDERBODY TRUCK BED #51	532.98
BMO FINANCIAL GROUP	FEB 6" ORBITAL AIR SANDER BX	99.99
BMO FINANCIAL GROUP	FEB 6" PAPER DISCS,SANDPAPER	56.92
BMO FINANCIAL GROUP	MAR BUSHINGS,SHACKLE,FOAM CANN	46.27
BMO FINANCIAL GROUP	MAR EXTINGUISHER SIGN STICKERS	35.16
BMO FINANCIAL GROUP	MAR OUTSIDE MIRROR UNIT #3006	96.78
BMO FINANCIAL GROUP	MAR RETURN UNDERBODY TRUCK BED	266.49-
BMO FINANCIAL GROUP	MAR TORCH COMPASS ROLLER GUIDE	39.29
BMO FINANCIAL GROUP	MAR 2700 SERIES REPAIR KIT#238	67.74
BMO FINANCIAL GROUP	MAR 6" PAPER DISCS, HERCULES	23.96
BMO FINANCIAL GROUP	MARCH DRY ICE(SHRINK ARM PINS)	26.25
BMO FINANCIAL GROUP	MARCH DUMP PUMP GEMINI #214	1,387.65
BMO FINANCIAL GROUP	MARCH JACK UNIT #453	47.99
BMO FINANCIAL GROUP	MARCH JUNGLE JAKE	10.58
BMO FINANCIAL GROUP	MARCH SLIDE HAMMER PULLER	69.99
BMO FINANCIAL GROUP	MARCH TRUCK BED STORAGE SYSTEM	1,599.99

Equipment

BMO FINANCIAL GROUP	MARCH UNDERBODY TRUCK BOX #51	324.99
BMO FINANCIAL GROUP	MARCH 50# FINE BLAST ABRASIVE	437.50
BMO FINANCIAL GROUP	2080 GAS	54.70
BMO FINANCIAL GROUP	2082 GAS	20.00
BMO FINANCIAL GROUP	2105 SETUP	381.00
CERTIFIED LABORATORIES	APR TEL-X PLUS AEROSOL	228.95
CODE 4 SERVICES INC	2103 NEW RADAR UNIT	3,350.00
CODE 4 SERVICES INC	2103 SETUP	3,638.95
EPIC SOLUTIONS	SPRAYER/SEASON OVERHAUL #495	1,267.00
EQUIPMENT FUND	MAY EQUIPMENT RENT	1,833.33
EQUIPMENT FUND	RECEIPT MAY EQUIPMENT RENT	207,621.67-
FARGO FREIGHTLINER	APR CREDIT BRAKE SHOE KITS	160.78-
FARGO FREIGHTLINER	APR CREDIT RETURN BRAKE SHOES	599.23-
FARGO FREIGHTLINER	APR CREDIT RETURNED NUTS	49.20-
FARGO FREIGHTLINER	APR CREDIT TURBO ACTUATOR CORE	275.00-
FARGO FREIGHTLINER	APR SHOCK ABSORBER UNIT 243	28.21
FARGO FREIGHTLINER	APR TURBO ACTUATOR UNIT 225	2,099.69
JOHN DEERE FINANCIAL	APR DECK WHEEL KIT U-949	87.54
JOHN DEERE FINANCIAL	APR HYDRAULIC HOSE	24.00
JOHN DEERE FINANCIAL	APR LAMP/ROCKER SWITCH 944/617	72.89
JOHN DEERE FINANCIAL	APR PACKING UNIT 618	2.96
JOHN DEERE FINANCIAL	APR SEAL KITS UNIT 951	487.10
JOHN DEERE FINANCIAL	APR WHEEL/HOLDER UNIT 955	492.98
FASTENAL COMPANY	APR DRILL BITS (FAB SHOP)	14.34
FASTENAL COMPANY	APR GRY PRIMER/GRADE 8 NUTS	106.20
FASTENAL COMPANY	APR SHOP SUPPLY STOCK ORDER	455.09
FASTENAL COMPANY	APR SHOP SUPPLY VENDING	86.37
FLEETPRIDE INC	APR BRAKE SHOES/HARDWR (STK)	1,807.68
GRAINGER INC	APR HOSE ADAPTER E-13	32.05
GRAINGER INC	APR PLUG ON HYDRO SEEDER U-461	40.90
GRAINGER INC	APR PLUMBING PARTS UNIT 3022	222.44
GRAINGER INC	APR 1.5" BALL VALVE E-13	46.57
GRAINGER INC	APR 3"X1" BAND AIDS	18.90
GRAINGER INC	APR 90 DEGREE ELBOW U-3016	114.38
HOME DEPOT CREDIT SERVICES	APR BENCH BRUSHES (SHOP)	15.94
HOME DEPOT CREDIT SERVICES	APR MISC COPPER TO MAKE RADIAT	48.63
INTERSTATE BATTERY SYSTEM	APR BATTERY FOR HARPER MOWER	159.99
INTERSTATE BATTERY SYSTEM	APR GROUP 94R BATTERY	40.95
INTERSTATE ENGINEERING INC.	APRIL ENGINEERING REVIEW	440.00
LAKEWAY EXPRESS LLC	APR UNLEADED FUEL	244.12
LEADERS DISTRIBUTING	APR 50' LUBE HOSE (SHOP)	257.15
LEAGUE OF MN CITIES INS. TRUST	2024 AUTO INSURANCE	49,131.00
LEAGUE OF MN CITIES INS. TRUST	2024 EMPLOYMENT LIABILITY	823.18

Equipment

LEAGUE OF MN CITIES INS. TRUST	2024 EQUIPMENT BREAKDOWN	777.65
LEAGUE OF MN CITIES INS. TRUST	2024 MOBILE PROPERTY INSURANCE	13,209.00
LEAGUE OF MN CITIES INS. TRUST	2024 PROPERTY INSURANCE	9,854.00
MTI DISTRIBUTING INC	APR IDLER ARM UNIT 957/958	388.28
MOTOROLA SOLUTIONS INC	APR RADIO BATTERIES PUBLIC WOR	168.00
NORDWALL MACHINE	APR REBUILD BROOM SHAFTS	100.00
NORTHWEST TIRE INC	APR ALIGNMENT/TIRES UNIT 7	496.38
NORTHWEST TIRE INC	2085 ALIGNMENT	168.99
OLSON OIL COMPANY INC	APR DEF FLUID (CITY SHOP)	813.12
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 216	155.61
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 225	137.35
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 226	352.15
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 228	176.47
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 238	377.14
OLSON OIL COMPANY INC	APR DIESEL FUEL UNIT 48	21.41
OLSON OIL COMPANY INC	APR NON-OXYGENATED FUEL (PARK)	111.91
OLSON OIL COMPANY INC	APR PREM DIESEL (LANDFILL)	3,549.00
OLSON OIL COMPANY INC	APR PREM DIESEL UNIT 244	160.65
OLSON OIL COMPANY INC	APR UNLEADED FUEL (SHOP)	23,636.15
OLSON OIL COMPANY INC	APR UNLEADED FUEL UNIT 48	58.00
OLSON OIL COMPANY INC	APR UNLEADED FUEL UNIT 51	106.70
OLSON OIL COMPANY INC	APR UNLEADED FUEL UNIT 59	47.49
OLYMPIC SALES INC	APR PARTS ORDER UNIT 228	5,949.76
OTTER TAIL TELCOM	APR. TELEPHONE LINES	88.70
OTTER TAIL TELCOM	MAY TELEPHONE LINES	99.09
OVERHEAD DOOR CO	APRIL ODC FX1 REMOTE OH DOOR	62.50
OXYGEN SERVICE COMPANY	APR RANGER AIR 260MPX UNIT#459	13,965.36
POLICE DEPT CONTINGENCY FUND	GAS 2076	36.00
POLICE DEPT CONTINGENCY FUND	2076 GAS FOR TRNG	38.71
POLICE DEPT CONTINGENCY FUND	2081 GAS	63.70
POMP'S TIRE SERVICE INC	APR STOCK TIRE ORDER	1,793.99
POMP'S TIRE SERVICE INC	APR TURF TIRES (STK)	1,651.71
PUBLIC UTILITIES DEPARTMENT	APRIL PUBLIC UTILITIES	718.42
PUMP AND METER SERVICE INC	APR INSTALL LEGACY SYSTEM	1,539.07
R & R PETROLEUM EQUIPMENT CO.	APR TROUBLE SHOOT TANK/REPAIR	1,351.27
R & R SPECIALTIES, INC.	APR PARTS ORDER UNIT 1192	381.85
SIGELMAN STEEL & SALVAGE CO	APR 1 1/4 FLAT METAL U-296	32.00
SIGELMAN STEEL & SALVAGE CO	APR 1 3/4 X 3/16 FLAT U-296	14.88
SWANSTON EQUIPMENT CO	APR GLOBAL MAIN BROOMS (STK)	1,142.86
SYN-TECH SYSTEMS INC	APR CREDIT SOFTWARE WARRANTY	1,924.60-
SYN-TECH SYSTEMS INC	APR FUELMASTER LIMITED MAINTEN	550.00
SYN-TECH SYSTEMS INC	APR MAIN BOARD FUELMASTER SYST	1,924.60
SYN-TECH SYSTEMS INC	APR NETWORK INTERFACE CARD	301.80

Equipment

ULTIMATE AUTO SAFETY	2085 WHEEL BEARING REPAIRS	838.66
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	82.44
WALLWORK TRUCK CENTER F.F.	APR BRAKE SHOE KIT U-3040	2,577.38
WALLWORK TRUCK CENTER F.F.	APR WHEEL SEALS U-227	72.70
WALLWORK TRUCK CENTER F.F.	APR 7 WAY RECEPTACLE U-241	10.10
WEX	MAR FLEX/HSA PART FEE	8.25
ZARNOTH BRUSH WORKS INC	APR STOCK BROOM ORDER U238/239	2,651.87
ZIEGLER INC.	APR CAT HYDO ADV 10W OIL U-486	118.64
ZIEGLER INC.	APR HYD HOSE ASSM UNIT 486	312.78
ZIEGLER INC.	APR PLOW EDGE NUTS (STOCK)	74.80
	F U N D T O T A L	43,299.30-

Employees Insurance

SUN LIFE FINANCIAL	APR LIFE INSURANCE	3,111.49
SUN LIFE FINANCIAL	MAY LIFE INSURANCE	3,118.25
	F U N D T O T A L	6,229.74

Insurance Escrow Trust Fund

MARCI & JOHN WEISENBERGER	535 W CHERRY/INSURANCE ESCROW	4,159.34
	F U N D T O T A L	4,159.34

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	2,191.46
	F U N D T O T A L	2,191.46

Business Development for Fergus Falls

Business Development for Fergus Falls

VICTOR LUNDEEN COMPANY	MANUFACTURERS BREAKFAST INVITE	20.00
	F U N D T O T A L	20.00

Fergus Falls Convention and Visitor's Bureau, Inc.

ACUITY INSURANCE	WORKERS' COMP CHANGED PREMIUM	23.00
AMP INSURANCE	RENEW PD&O COVERAGE	1,255.00
BCBS OF MINNESOTA	APRIL HEALTH INSURANCE	1,108.81
BCBS OF MINNESOTA	MAY HEALTH INSURANCE	1,108.81
BMO FINANCIAL GROUP	ANNUAL DOMAIN & NETWORK REGIST	71.97
BMO FINANCIAL GROUP	BREVO MARKET PLAN ANNUAL FEE	97.20
BMO FINANCIAL GROUP	BREVO RECURRING EMAIL CREDITS	172.80
BMO FINANCIAL GROUP	FEBRUARY MEETING-LODGING	345.74
BMO FINANCIAL GROUP	FERGUS FALLS CHAMBER DUES	360.00
BMO FINANCIAL GROUP	MARCH CRAFT SHOW PACKAGE	140.24
BMO FINANCIAL GROUP	MARCH EVOLVE CREATIVE	300.00
BMO FINANCIAL GROUP	MARCH GOOGLE ADVERTISING	895.18
BMO FINANCIAL GROUP	MARCH INK CARTRIDGES	38.18
BMO FINANCIAL GROUP	MARCH INTERNET ON TABLET	5.55
BMO FINANCIAL GROUP	MARCH MAIL BUSINESS LICENSE	7.50
BMO FINANCIAL GROUP	MOA VISITOR GUIDES DISPLAY	650.00
BMO FINANCIAL GROUP	02/29-03/28/24 INTERNET	46.99
FERGUS FALLS CONVENTION &	FEB 2024 LODGING TAX	8,648.98-
FERGUS FALLS CONVENTION &	FEB 2024 LODGING TAX ADMIN	259.47
	F U N D T O T A L	1,762.54-

T O T A L A L L F U N D S	4,546,204.00
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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 06 DAY OF MAY 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

5/06/2024

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

DRIVER AND VEHICLE SERVICES	24.00
4M FUND	59.78
MINNESOTA UC FUND	5,045.11
OTTER TAIL COUNTY HIGHWAY DEPT	45.51
A-1 LOCK & KEY LLC	59.25
ACUITY INSURANCE	23.00
ADMINISTRATOR'S CONTINGENCY FD	394.44
AMP INSURANCE	1,255.00
AL'S REFRIGERATION, INC.	518.61
THE AMERICAN BOTTLING COMPANY	743.87
VESTIS	485.82
AMERICAN WELDING & GAS, INC	27.16
AMERITAS	4,055.67
ARTISAN BEER COMPANY	2,027.60
AUTO VALUE - FERGUS FALLS	1,231.44
BAKER & TAYLOR INC	1,882.43
BELLBOY CORPORATION	10,270.19
CSG JANITORIAL	500.00
BEVERAGE WHOLESALERS INC	84,822.82
BEYER BODY SHOP, INC.	100.00
TODD BJERKLIE	229.95
BJORN'S HEATING & AIR COND INC	4,048.00
BCBS OF MINNESOTA	2,217.62
BMO FINANCIAL GROUP	25,476.69
BOLTON & MENK INC	3,363.50
BRAUN VENDING INC	56.00
BREAKTHRU BEVERAGE MINNESOTA	45,721.17
JOEL CARLSON INC.	2,285.00
CARLSON & STEWART REFRIDGERATI	39.81
CAYAN	160.74
CERTIFIED LABORATORIES	228.95
CHARTER COMMUNICATIONS	149.98
CLIMATE CONTROL INC	75.00
VIKING COCA-COLA BOTTLING CO	709.55
CODE 4 SERVICES INC	6,988.95
COLE PAPERS INC	403.25
COMSTOCK CONSTRUCTION INC	419,299.94
COOPERS TECHNOLOGY GROUP	2,314.81
COSSETTE ELECTRIC LLC	11,179.56
BRANDON CURRIE	1,369.78
DRV TECHNOLOGIES INC	800.00
D-S BEVERAGES, INC.	45,067.57
DACOTAH PAPER CO	1,132.55
DAILY JOURNAL	266.04
WASTE MANAGEMENT	2,025.08
DAKOTA MAILING & SHIPPING	135.21
CHAD DAVIS	64.98

5/06/2024

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

EPIC SOLUTIONS	1,267.00
ESSER PLUMBING AND HEATING	65.00
FARGO FREIGHTLINER	1,043.69
JOHN DEERE FINANCIAL	1,273.45
FASTENAL COMPANY	836.79
FERGUS BREWING COMPANY LLC	504.00
FERGUS HOME & HARDWARE	1,776.98
FERGUSON WATERWORKS #1657	8,457.77
FLEETPRIDE INC	1,807.68
FRONTIER PRECISION INC	1,763.00
GALLS LLC	131.71
GENERAL REPAIR SERVICE	225.00
GOIN' POSTAL FERGUS FALLS	14.40
GOODIN COMPANY	102.89
GRAINGER INC	489.08
GRANICUS LLC	800.00
GRAYMONT (WI) LLC	8,870.44
GREAT PLAINS FIRE	712.20
GREAT PLAINS NATURAL GAS CO	3,625.31
HAWKINS INC	7,625.49
THE HOME CITY ICE COMPANY	165.09
HOME DEPOT CREDIT SERVICES	685.34
HOUSTON ENGINEERING INC	18,275.39
HUMANA INSURANCE CO	29.03
INDIGITAL INC	4,380.10
INTERSTATE BATTERY SYSTEM	200.94
INTERSTATE ENGINEERING INC.	17,330.87
JOHNSON BROTHERS LIQUOR CO	37,159.50
JOHNSON CONTROLS INC	2,680.40
JUST ADD WATER LANDSCAPE	41.56
KADDATZ ARTISTS LOFTS LIMITED	3,336.20
LAKE REGION ELECTRIC COOP	2,737.59
LAKE REGION HEALTHCARE CORP	37.50
LAKEWAY EXPRESS LLC	265.27
LEADERS DISTRIBUTING	257.15
LEAGUE OF MN CITIES INS TRUST	47.73
LIBERTY TIRE SERVICES LLC	790.00
LOCATORS & SUPPLIES INC	334.71
LOCKBOX SERVICES 931054	11,000.23
VICTOR LUNDEEN COMPANY	1,462.11
M-R SIGN COMPANY INC	48.92
MTI DISTRIBUTING INC	509.81
MACQUEEN EQUIPMENT INC	635.62
MAIN STREET DESIGNS, INC	182.00
MARCO TECHNOLOGIES LLC	483.71
MAVERICK WINE LLC	329.92
MAXIMUM HEATING & AIR LLC	555.51

5/06/2024

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

MCMASTER-CARR SUPPLY CO	139.92
METRO SALES, INC	406.95
MIDWEST PRINTING COMPANY	235.00
MINNESOTA ASA/USA SOFTBALL	900.00
MN FIRE SVC CERTIFICATION	136.50
MINNESOTA RURAL WATER ASSN	400.00
MN VALLEY TESTING LABS INC	979.75
MISSION MECHANICAL INC	791.00
MOTION INDUSTRIES INC	94.61
MOTOROLA SOLUTIONS INC	168.00
MUSCO SPORTS LIGHTING LLC	197,849.00
TONY NEVILLE	2,000.00
NEW HORIZONS ENERGY	3,865.77
NORDWALL MACHINE	100.00
N.D. SEWAGE PUMP & LIFT STAT.	72.00
NORTHLAND TRUST SERVICES, INC.	90,141.88
NORTHWEST TIRE INC	665.37
ROLF NYCKLEMOE	504.00
NYCKLEMOE & ELLIG, P.A.	7,450.00
RAY O'HERRON	550.53
OFFICE OF MNIT SERVICES	338.62
OLSON OIL COMPANY INC	29,742.92
OLYMPIC SALES INC	5,949.76
OTTER ELECTRIC LLC	1,545.03
OTTER TAIL POWER COMPANY	2,651.42
OTTER TAIL TELCOM	7,747.89
OVERHEAD DOOR CO	62.50
OXYGEN SERVICE COMPANY	13,965.36
PHILLIPS WINE & SPIRITS CO	24,858.44
PIGEON CONSULTING LLC	1,000.00
POLICE DEPT CONTINGENCY FUND	457.09
POMP'S TIRE SERVICE INC	3,445.70
PRECISION CATERING MINNESOTA	9,456.46
PREMIER ELECTRIC INC	8,296.03
PRINCIPAL CUSTODY SOLUTIONS	2,275,427.07
PUBLIC UTILITIES DEPARTMENT	7,552.03
PUMP AND METER SERVICE INC	1,539.07
RMB ENVIRONMENTAL LABORATORIES	1,920.31
R & R PETROLEUM EQUIPMENT CO.	1,351.27
R & R SPECIALTIES, INC.	381.85
RACHEL CONTRACTING INC	87,195.75
RANGE DATA INC	3,300.00
REAL VISION SOFTWARE INC	3,500.00
RED RIVER FLAGS	352.38
SHERWIN WILLIAMS CO	1,148.24
SIGELMAN STEEL & SALVAGE CO	949.75
SIGN GUYS LLC	5,173.24

5/06/2024

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

SKY CREW SERVICES, LLC	960.00
SOUTHERN GLAZER'S OF MN	16,331.25
SPEE*DEE DELIVERY SERVICE INC	107.93
STELLA'S FF LLC	6,846.33
STOPSTICK LTD	134.00
SUMMIT COMPANIES	1,039.00
SUN LIFE FINANCIAL	6,229.74
SWANSTON EQUIPMENT CO	1,142.86
SYN-TECH SYSTEMS INC	851.80
TWEETON REFRIGERATION	180.00
TANK HOLDING CORP	9,543.20
JAMES & WILMA THOMPSON	1,000.00
T-MOBILE	192.33
TORKE COFFEE ROASTING COMPANY	424.45
THE TRADESMEN CONSTRUCTION INC	542,234.45
UGSTAD PLUMBING INC	1,011.00
ULTIMATE AUTO SAFETY	838.66
USABLE LIFE	70.40
USA BLUEBOOK	2,019.95
US BANK EQUIPMENT FINANCE	646.46
VERIZON WIRELESS	1,847.20
VINOCOPIA INC	1,399.75
WQ3D	44,000.00
WALLWORK TRUCK CENTER F.F.	2,660.18
WADENA ASPHALT INC	990.00
MARCI & JOHN WEISENBERGER	4,159.34
WEST CENTRAL ABSTRACTING	251,765.00
WEX	2,702.71
PAUL WIELER	125.00
WIMACTEL INC	99.00
ZARNOTH BRUSH WORKS INC	2,651.87
TOTAL OTHER GOVERNMENT	5,174.40
TOTAL OTHER VENDORS	4,541,029.60
TOTAL ALL VENDORS	4,546,204.00