



City Council Agenda
July 1, 2024
5:30 pm in the City Council Chambers

Invocation-Pastor Kate Bruns, Augustana Lutheran (Elizabeth)
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
 - 1. Housing Tax Rebate Program public hearing for 522 E Charles Avenue and 701 Damika Drive
 - a. Resolution approving a property tax rebate for 522 E Charles Avenue
 - b. Resolution approving a property tax rebate for 701 Damika Drive
- C. Awarding of Bids
- D. Petitions and Communications
- E. Consent Agenda
 - 1. Motion approving the open and closed meeting minutes from the June 17, 2024 City Council meeting and work session
 - 2. Motion approving licenses
 - 3. Resolution approving budget adjustments
 - 4. Resolution approving a variance to reduce the required front yard setback at 1022 Cleveland Avenue
 - 5. Resolution approving a variance to erect an accessory structure in the front yard of a corner lot at 1224 Greenfield Avenue
 - 6. Resolution accepting a \$4,280 donation from West Central Initiative for the Fergus Falls Public Library's Neighbors Together project
- F. Ordinance and Resolutions
 - 1. Resolution accepting the Letter of Intent from the Pebble Lake Golf Course and directing staff to prepare the purchase agreement
- G. Presentation of Claims \$1,590,624.70
- H. Old Business/Unfinished Business
- I. New Business

J. Miscellaneous Announcements

July 4 Most cities offices and facilities closed for observance of Independence Day
Garbage and recycling normally picked up on Thursday will be collected on
Wednesday July 3. Friday service will remain on July 5

July 10 7:00 am Committee of the Whole meeting

July 15 5:30 pm City Council meeting

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

Page 1 of 1

Meeting Date:

July 1, 2024 – City Council

Subject: Tax Abatement Agreement- Housing Rebate Program

Recommendation: Following a public hearing, approve a tax rebate of up to \$5,000 for 522 East St. Charles Avenue and allow City officials to sign a tax abatement agreement with Fergus Falls Area Habitat for Humanity.

Background/Key Points: The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. The home at 522 East St. Charles Avenue (PID 71001990569000 on attached site plan) has an estimated project value of \$210,000. It is a single-family home.

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

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Application

OTTER TAIL COUNTY - MINNESOTA HOUSING TAX REBATE APPLICATION

(Application Period 1/1/2020 through 12/31/2024)

Property Owner / Applicant: Fergus Falls Area Habitat for Humanity

Current Address: PO Box 434

Telephone: 218.736.2905 E-Mail: fergushabitat@gmail.com

Are property taxes current? Yes No Anticipated Construction Start Date (as defined below): 6/1/24

Proposed Project: New Construction Replacement of housing unit

Project Type: Single Family Two Family

Project Address (if available): 522 E. St. Charles Ave, Fergus Falls, MN

Parcel Number: 71 001 99056 9000 Estimated Project Valuation: \$ 210,000

Applicant Statement:

(Please provide a statement as to why you are requesting an abatement of property taxes.)

Attach site plan with location of house, parcel information and parcel number. (Include letter of consent from property owner if subject to purchase agreement.)

I / We as applicant(s) for the Housing Tax Rebate certify that no construction has begun or will begin prior to the taxing authority's decision on my/our application. For the purposes of this provision, construction shall include the installation of footings, slab, foundation, posts, walls or other portions of a building. Site preparation, land clearing or the installation of utilities shall not constitute construction.

I / We as applicant(s) for the Housing Tax Rebate submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes, and the abatement is awarded following full payment of real estate taxes due annually and only in the years in which the owner is a permanent resident of Otter Tail County.

[Signature]
Construction & Provisions Certification Signature

MAY 21, 2024
Date

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.

FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Otter Tail County _____ Date: _____

City or Township of _____ Date: _____

Disclaimer: Each taxing entity makes its own decision on approval or denial of application for tax rebate. Applications must comply with all requirements of the policy/program as outlined in the policy/program guidelines and build within allotted timeframe or tax rebate offer will be automatically terminated. Building cannot start until such time as all taxing entities have approved and written authorization is provided.

Please submit completed application with attachments to:

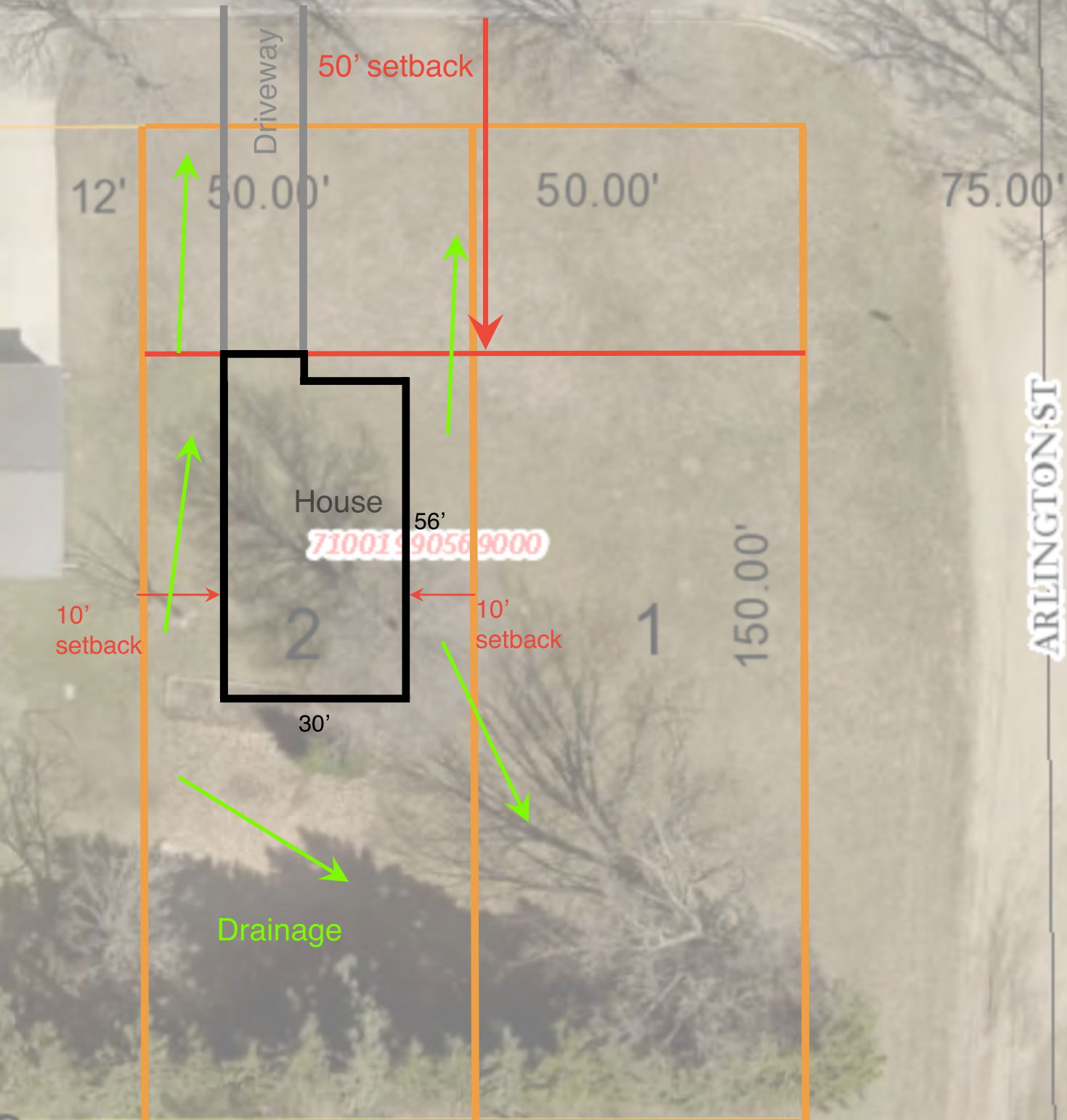
Otter Tail County Community Development
520 West Fir Ave, Fergus Falls, MN 56537
or: cda@co.ottertail.mn.us



71001990569000
Sect-23 Twp-132 Range-043 HALLBERG'S 2ND ADDN
LOTS ~~XX~~ 2 BLK 9

E-**ST CHARLES AVE**

ARLINGTON ST



Driveway

50' setback

12'

50.00'

50.00'

75.00'

House

56'

71001990569000

10' setback

10' setback

2

1

150.00'

30'

Drainage

71001990570001



Council Action Recommendation

Page 1 of 1

Meeting Date:

July 1, 2024 – City Council

Subject: Tax Abatement Agreement- Housing Rebate Program

Recommendation: Following a public hearing, approve a tax rebate of up to \$5,000 for 701 Damika Drive and allow City officials to sign a tax abatement agreement with resident Brenda K. Lacey.

Background/Key Points: The purpose of the Tax Rebate Program is to encourage the construction of new primary residence single and two-family housing units and encourage the replacement of dilapidated housing structures in Fergus Falls. 701 Damika Drive (PIDs 71004990908000 & 71004500018002) was submitted to the city as a Habitat for Humanity Home by the county in 2021, but its submission was missed by city staff and in a subsequent reconciliation with the county it came to our attention the project was not on the city's roster of rebated properties.

701 Damika Drive had an estimated project valuation of \$600,000 in 2021 and is now valued by the County at \$601,300. The city did not modify their estimated project valuation cutoff until May 2023, and if the submission had been reviewed in 2021, it would have been deemed a complete and acceptable application packet. Therefore, the home should be considered a candidate for tax abatement, with the homeowner seeing a benefit right away in 2024.

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

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager

Attachments: Tax Rebate Program Application

OTTER TAIL COUNTY - MINNESOTA HOUSING TAX REBATE APPLICATION

(Application Period 1/1/2020 through 12/31/2022)

Property Owner / Applicant: Brenda K Lacey
Current Address: 31893 330th St Wendell MN 56590
Telephone: 218-205-0120 E-Mail: alacey@vimestone.net

Are property taxes current? Yes No

Proposed Project: New Construction Replacement of housing unit

Project Type: Single Family Two Family

Project Address (if available): 701 Danuka Drive Fergus Falls

Parcel Number: # R71004500018002 Estimated Project Valuation: \$ 600,000

R71004990908000

Applicant Statement:
(Please provide a statement as to why you are requesting a rebate of property taxes.)

to make building in fergus falls more affordable

Attach site plan with location of house, parcel information and parcel number. (Include letter of consent from property owner if subject to purchase agreement.)

I / We as applicant(s) for the Housing Tax Rebate certify that no construction has begun or will begin prior to the taxing authority's decision on my/our application. For the purposes of this provision, construction shall include the installation of footings, slab, foundation, posts, walls or other portions of a building. Site preparation, land clearing or the installation of utilities shall not constitute construction.

I / We as applicant(s) for the Housing Tax Rebate submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes and the abatement is awarded following full payment of real estate taxes due annually.

Construction Certification Signature

Date

Signature of Applicant(s)

Date

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.

FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Otter Tail County _____ Date: _____

City or Township of _____ Date: _____

Disclaimer: Each taxing entity makes its own decision on approval or denial of application for tax rebate. Applications must comply with all requirements of the policy/program as outlined in the policy/program guidelines and build within allotted timeframe or tax rebate offer will be automatically terminated. Building cannot start until such time as all taxing entities have approved and written authorization is provided.

Please submit completed application with attachments to:

Otter Tail County Community Development
520 West Fir Ave, Fergus Falls, MN 56537 or:
abaldwin@co.ottertail.mn.us





Not a legal document. For Reference Use Only. Accuracy is not guaranteed.



City Council Meeting
June 17, 2024

The Fergus Falls City Council held a regular meeting on Monday June 17, 2024, at 5:30 pm in the City Council Chambers. Kevin Patch gave the invocation, and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:33 pm and the following council members were in attendance: Hicks, Fish, Job, Kvamme, Rufer, Kremeier and Rachels.

Open Forum

Maury Foss asked the council to reconsider No Mow May. He encouraged the plantings of perennial flowers and shrubs for pollinators rather than letting yards grow unsightly with dandelions and weeds.

Kathy Sieg reminded the council they are elected to represent the city and to provide more communication to the residents.

Approval of the Agenda

A motion and second were made by Hicks and Fish to approve tonight's agenda as presented.

Third Ward Vacant Position

At tonight's work session a 4-3 motion was made to appoint Mike Mortenson to fill the vacant ward three council seat. Kremeier offered **Resolution #115-2024** appointing Mike Mortenson to fill the vacant third ward council seat, which was seconded by Job and the resolution was defeated on a 4-3 vote. Voting in favor were Hicks, Job, Kvamme and Kremeier. Voting in opposition were Fish, Rufer, and Rachels.

A motion and second were offered by Hicks and Rachels to suggest the Charter Commission review the Charter's vacancy language and recommend guidelines on when a vacancy would be filled by an election or council action and the motion carried. Kvamme offered a motion to reopen the application process with the intent to appoint a council member at the July 15 meeting and the motion died for a lack of a second.

CP 5961, Preliminary Cost Hearing

City Project 5961 is the reconstruction of the sanitary sewer, water main, storm sewer, sewer and water services and bituminous street improvements on Junius Avenue from Union Avenue to Cascade Street. The total estimated project cost is \$1,872,389 and the project funding would come from special assessments, enterprise funds and PIR 429 bonds. Special assessments rates would not exceed 7% over a 15-year period. The preliminary cost hearing opened at 5:47 pm and as no one appeared, the hearing was closed. Hicks offered **Resolution #116-2024** ordering the project plans and specifications for CP 5961, which was seconded by Rufer and was adopted.

Bid Award PI 5377

Bids were opened for PI 5377, the 2024 mill and overlay project. The project scope is Sherman: Channing to Everett; Sheridan: Channing to Adolphus; Adolphus: Sheridan to Mabelle Avenue and Mabelle: Adolphus to Channing. The low bid of \$245,514.80 was received from Mark Lee Asphalt, which was below the engineer's estimate. A one block segment on Channing had been initially selected as a bid alternate, but Pebble Shores Drive is in greater need of bituminous patching and overlay. This work would be an additional \$61,300. The total project cost would be \$361,164.80

Fish offered **Resolution #117-2024** awarding the bid for PI 5377, the 2024 mill and overlay project to Mark Lee Asphalt & Paving in the amount of \$245,514.80, and to add street segments to the base contract in an amount not to exceed 25%, which was seconded by Kvamme and was adopted.

Contracted Mowing Services

Hicks offered **Resolution #118-2024** awarding the 2024-2025 contracted mowing services to Atlas Outdoor Services, which was seconded by Fish and was adopted.

Retirement: Randee Remer

Fish offered **Resolution #119-2024** acknowledging the retirement and 23 years of service from Randee Remer, which was seconded by Rufer and was adopted.

Legislative Update

Representative Jeff Backer spoke about various legislative actions in the last session including the Lake Alice grit chambers.

Consent Agenda

The following items were approved under **Resolution #120-2024** by Rufer: Motion approving the minutes from the June 3, 2024, City Council meeting and the June 12, 2024, Committee of the Whole meetings. Motion approving the following licenses: Paving/Sidewalk A/C Masonry; Mobile Food Vending Permit This Little Piggy Inc., Mother Goose & Beans, Rejoice Coffee Company, Miller Concessions, Dang! That's Good!; Full Liquor Stella's Restaurant and Bar; Minnesota Lawful Gambling Permit for Elizabeth Lions Club for BINGO at the West Otter Tail County Fairgrounds July 17-20. **Resolution #121-2024** finalizing the sale of city owned property located adjacent to 1018 E Mt. Faith Ave. **Resolution #122-2024** accepting the Preliminary Engineering Report for PI 8231 & 7224; initiate PI 7224, the Scenic Drive sanitary sewer on Scenic Drive and setting the preliminary improvement project hearing date for August 5. **Resolution #123-2024** initiating PI 7225, the NW area (Frontier Drive) stormwater analysis; to accept the MPCA's SWC grant in the amount of \$52,855 and to accept Bolton & Menk's professional services agreement for stormwater analysis in the amount of \$58,728. The resolution was seconded by Kvamme and was adopted.

2024A Bond Issuance

The city has determined it is necessary to issue \$16,870,000 in General Obligation Bonds, Series 2024A to finance the acquisition, construction, improvement and equipping of an aquatics center; the construction, improvement, betterment and equipping of the DeLagoon improvement project and various street improvement projects. Rachels offered **Resolution #124-2024** authorizing the issuance of 2024A Bonds, which was seconded by Hicks and was adopted.

Ordinance 58, Eighth Series

On June 3 the council held a first reading of Ordinance 58, Eighth Series, which would restrict cannabis sales in zones other than B-6 or higher. On June 12 the Chief of Public Safety proposed an ordinance amendment that would allow sales in a B-3 (downtown) district with an interim permit. The city attorney explained the differences between a conditional use permit and an interim permit noting the city would have the ability to put reasonable conditions on businesses operating under these permits. Mayor Schierer opened the floor to public comments.

- Emily McCune voiced her frustration as the owner of Sugar High and felt the council's comments were personal opinions rather than facts. She reviewed the differences in hemp-

derived and cannabis products and asked for an example of what they are doing that would constitute a public safety concern. She felt the council violated state law but stated she would be fine with the conditional use process if her business would not be required to move. City Attorney Nycklemoe quoted Minnesota statute language 342.13 which states a local unit of government may adopt reasonable restrictions on the time, place and manner of the operation of a cannabis business provided such restrictions do not prohibit the establishment or operation of a cannabis business.

- Jacob Buettner reminded the council these products are legal, if they agree with them or not and if the city is seeking economic growth, they need to prioritize the free operation of business, including in the downtown zone.
- Mike Donoho said allowing cannabis businesses in the B-6 zone would be a concern as the entrance for many visitors to the community and he advocated to allow established businesses to continue operating in the downtown district with a conditional use permit.
- Kris Stach felt like his business Elevate was being treated unfairly and he cited various studies of the safety of cannabis and the public safety concerns. The B-6 zone proposed by the council would only allow business in the former mall and big box stores, which is not financially feasible. He asked the council to reconsider allowing sales downtown.

Kvamme said the legalization of marijuana is a state decision forced upon the city and the city is doing the best they can without a lot of guidance from the state. These businesses can continue selling hemp-derived products downtown. He felt the B-6 and higher zones were a good compromise and starting point for the allowed zoning use and stated his opinion these are not family friendly products and should be restricted from downtown. Mayor Schierer stated the market is quickly changing and the hemp derived products will soon be phased out which will drive these businesses out of business. He felt that regardless of people's opinion on marijuana, it will soon be legal to sell and by not supporting these businesses, the council is sending the message these businesses don't matter to the community. The council was asked to vote on the ordinance they had a first reading for on June 3 which is only allowing the sales in B-6 or higher zones. The ordinance failed 4-3 to get the 5 necessary votes. Voting in favor of the ordinance were Job, Kvamme, Kremeier and Rachels. Voting in opposition of the zoning ordinance were Hicks, Fish, and Rufer. Mayor Schierer suggested the Council Cannabis Committee reconvene and reconsider allowing the B-3 sales with an interim or conditional use permit. He reminded the council that without any zoning rules, these products would be allowed in any zone.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$3,263,576.61, which was seconded by Rufer and was adopted.

The meeting adjourned at 6:47 pm to a closed meeting to consider a real estate transaction as allowed by MN Statute 13D.05. The City Council reconvened an open meeting at 7:34 pm. A motion and second were made by Rachels and Fish to suspend the RFP for golf course management services and the motion carried. The council plans to bring a letter of intent from the Pebble Lake Golf Course board to the July 1 council meeting for public discussion.

The meeting adjourned at 7:35pm.

Lynne Olson

City Council Work Session
June 17, 2024

The Fergus Falls City Council held a work session on Monday June 17, 2024, at 4:30 pm in the City Council Chambers to interview two prospective members to fill the unexpired term of the Ward Three vacancy. Mayor Schierer called the session to order, and the following council members were in attendance: Hicks, Fish, Job, Kvamme, Rufer, Kremeier and Rachels.

A seat in the third ward was declared vacant by council resolution on May 20, 2024, when Brent Thompson resigned as a council member. The city published notification of the vacancy in the newspaper and asked residents of the third ward to provide a letter of their interest and qualifications by the June 11, 2024, deadline. Nate Kunde and Mike Mortenson each submitted the required documentation. The council work session was scheduled to interview the candidates and provide a recommendation to be acted on at tonight's council meeting. Candidates were provided with 3 minutes each to introduce themselves and the council members asked each candidate a question. Seven total questions were asked with five being provided to the candidates ahead of time. Candidates were to provide their answers in an alternating fashion.

The following questions were posed and provided to each candidate in advance:

- What are your top three priorities for the city and why do you believe these issues should be prioritized?
- Please tell us about your budget and finance experience, demonstrating how this experience benefits the city and your constituents.
- Transparency and accountability are crucial in public office. How do you plan to foster trust and transparency in your role on the council, if selected.
- Recently we have seen changes in the city's economic development structure. What is your vision for economic growth in Fergus Falls.
- How would you balance the needs and interests of various constituents when making decisions?

The following two questions were not provided to anyone prior to the work session:

- What do you believe is the most important characteristic the public is looking for in a city council member, and how do you personally fit that characteristic?
- Describe a time when you had to compromise in order to reach a decision on an issue. What did you have to concede in order to reach a resolution?

Following the questions, each candidate was asked to make a 2-minute closing statement. A motion and second were made by Rufer and Rachels recommending Nate Kunde be appointed to the city council and the motion failed 3-4. Voting in favor were Rufer, Rachels and Fish. Voting in opposition were Job, Kremeier, Kvamme and Hicks. A motion and second were made by Kremeier and Job recommending Mike Mortenson be appointed to the city council and the motion failed 4-3. Voting in favor were Job, Kremeier, Kvamme and Hicks. Voting in opposition were Rufer, Rachels and Fish. The City Attorney reminded the council a resolution requires five affirmative votes at tonight's council meeting.

The work session adjourned at 5:12 pm

Lynne Olson

FOR COUNCIL MEETING JULY 1, 2024

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

Mechanical

Precise Refrigeration, Heating & A/C



Council Action Recommendation

Page 1 of 1

Meeting Date: July 1, 2024

Subject: 2024 Budget Adjustments

Recommendation:

Approve recommended adjustments to the 2024 budget.

Background/Key Points:

- Increase Public Library donations revenue and Lowe Family Collection expenditure budgets for the receipt of a grant from the West Central Initiative Lowe Family Fund - \$1,911.
- Increase Public Library donations revenue and related expenditures for the receipt of various donations - \$966
- Increase Other State Aids and Grants and the Elections budget for the receipt of State reimbursement for the primary election - \$7,268 and Voter Allocation Funds received through Otter Tail County - \$1,492.
- Increase the Police forfeitures revenue and expenditure budgets for the receipt of forfeitures - \$1,498.18.

Budgetary Impact: The applicable 2024 budgets will be adjusted.

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:



112 West Washington Avenue
 Fergus Falls, MN 56537-2568
 Phone: 218-332-5435
 Fax: 218-332-5448
 e-mail: city.hall@FergusFallsMN.gov
www.FergusFallsMN.gov

Planning Commission Staff Report

To: City of Fergus Falls Planning Commission
Respectfully Submitted: Klara Beck, Community Development Director
Date: June 11, 2024
Subject: V-2024-2

REQUESTED ACTION

Approve a variance to reduce the required front yard setback from 30 feet to 24 feet on the Cleveland side of the lot at 1022 Cleveland Ave (PID 71002991088000).

GENERAL INFORMATION

Applicant	Key Property Investments LLC	Planning Commission Hearing	June 24, 2024
Property Owner	Key Property Investments LLC	City Council Meeting	July 1, 2024
Address	1022 Cleveland Ave	Application Date	May 29, 2024
Parcel Number(s)	71002991088000	60-Day Expiration Date	July 28, 2024
Zoning	R-2		

BACKGROUND

Site Information & Current Conditions

The lot at 1022 Cleveland Ave previously had a house on it that had fallen into disrepair. Upon acquisition of the site, the City of Fergus Falls undertook a cleanup and abatement process to address its condition and removed the home. Post-abatement, the City sold the lot to Key Property Investments to enable residential development.

The lot is a corner lot with an elevation matching the elevation of Cherry Ave and a steep hill down to Cleveland Avenue. Though the home is addressed to Cleveland Ave, the front of the home has historically faced Cherry Ave to avoid the drop to the level of Cleveland Ave. Corner lots for residential use are required to have additional width to account for front yard setbacks of 30 ft from both streets.

Adjacent Zoning

R-2-, One- and Two-Family Residence District.

Adjacent Uses

The area surrounding 1022 Cleveland Ave is mostly characterized by single-family homes. Cleveland School is located just down the street.

Proposed Project

Key Property Investments plans to develop the lot for residential use by building a 34' x 56' 3-bedroom home. They've chosen this layout to maximize the available buildable space on the lot. Again, corner lots for residential use are required to account for front yard setbacks of 30 ft from both streets. Building a 3 bedroom home requires the home encroach 6 feet into the front yard setback along Cleveland Ave. The hill itself reduces concerns regarding visibility on a corner lot due to placement of a home.

Public Notification & Comments

A letter was mailed to property owners within 350 ft of the subject property and a notice was published in the Daily Journal on June 12, 2024.

PROPOSED FINDINGS

§154.017(B)(4)(b) of the City Code states the Planning Commission and City Council consider the following criteria when evaluating a variance request:

1. Special conditions apply to the structures or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located.

Criteria Met. 1022 Cleveland Ave's placement as a corner lot on a hill impacts the practicality of development under current setback requirements. These conditions do not apply generally to other properties in the vicinity.

2. The granting of the proposed variance will not be contrary to the intent of this chapter [meaning Chapter 154, Zoning and Subdivisions].

Criteria Met. The intent of Chapter 154 is to promote orderly development and ensure safety and aesthetics within the community. Granting the variance to reduce the setback from 30 feet to 24 feet on the Cleveland side of the lot will allow for the construction of a home that matches the surrounding neighborhood's character and is a desirable size for family living.

3. The special conditions or circumstances do not result from the actions of the owner/applicant.

Criteria Met. The lot's location on a hill and rules regarding corner lots predate the current owner's acquisition of the property. These factors are inherent to the lot and were not created by the applicant.

4. The granting of the variance will not merely serve as a convenience to the applicant but is necessary to alleviate practical difficulties in complying with the zoning provisions of this code. *M.S. §462.357, Sub. 6 defines practical difficulties as: "the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted,*

will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.”

Criteria Met. The proposed use of building a three-bedroom single-family home is reasonable and aligns with the neighborhood's residential character. The practical difficulties arise from the lot's unique placement as a corner lot on a steep hill, which are not due to the landowner's actions. Granting the variance will not alter the essential character of the locality but will enhance it by enabling development consistent with the neighborhood.

5. The variance requested is the minimum variance necessary to alleviate the practical difficulty.

Criteria Met. The requested reduction of the setback from 30 feet to 24 feet is the minimum adjustment needed to allow for the construction of a home.

RECOMMENDED ACTION

Approve a variance to reduce the required front yard setback from 30 feet to 24 feet on the Cleveland side of the lot at 1022 Cleveland Ave (PID 71002991088000).

ATTACHMENTS

1. Context Map
2. Zoning Map
3. Application & Supporting Materials



Not a legal document. For Reference Use Only. Accuracy is not guaranteed.



112 West Washington Avenue

Fergus Falls, MN 56537

Phone: 218-332-5434

e-mail: planning@ci.fergus-falls.mn.us

www.ci.fergus-falls.mn.us

Variance

Application fee should be made payable to The City of Fergus Falls upon submittal of completed application. Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: Key Property Investments LLC

Last name: Yaggie

First name: Andrew

Address: 1916 Deer Valley Rd

City/State/Zip: Fergus Falls, MN, 56537

Phone number: 701-212-5263

Email address: andrew@andrewyaggie.com

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____

First name: _____

Address: _____

City/State/Zip: _____

Phone number: _____

Email address: _____

3. Address(es) of Property Involved: (if different from above)

1022 Cleveland Ave, Fergus Falls, MN 56537

4. Zoning Designation: R-2

5. Statement of Intent: State exactly what is intended to be done on or with the property which does not conform to City Code requirements.

The home desired to be build on that particular lot is wider than city set-back requirments would allow.

The desire home has dimensions of 34x56 which the current setbacks would not allow. The request is

the variance allow the setback on the Cleveland side of the lot to be 24ft instead of 30ft. This will allow

the home to be built to match the aesthetics of th neighborhood.

7. Additional Required Information: a. Legal Description and PIN: Provide the Parcel Identification Number(s) 71002991088000

The complete legal description(s) of the property involved or write “see attached”

SECT-35 TWP-133 RANGE-043 ROSEMOUNT ADDN LOTS 27 & 28 BLK 9

b. Practical Difficulty: The applicant should fully explain the “practical difficulty” that justifies the departure from the strict application of the Code.

1. Is the variance in harmony with the general purposes and intent of the ordinance?

Yes In speaking with the community development manager the set backs were designed to improve visibility at street intersections with this lot being located on a hill visibility would not be affected by a setback variance

2. Is the variance consistent with the comprehensive plan.- Not Applicable, no city plan.

3. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance?

To be used to build a 3 bedroom single familyhome that 6ft wider than the current zoning allows.

4. The plight of the landowner is due to circumstances unique to the property not created by the landowner?

The plight is due to circumstances unique to the property the with the width of the lotand the set-back requirements will prevent a home from being built that matches the essential character of the neighborhood

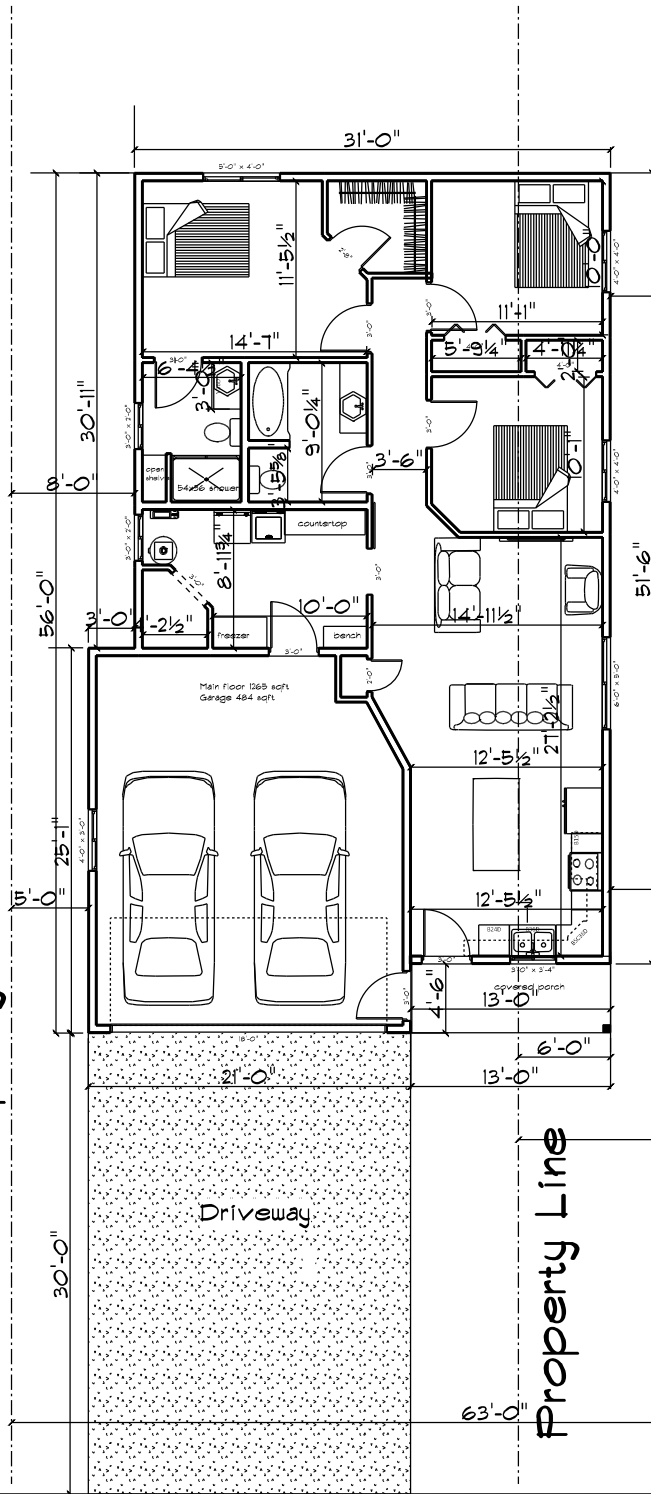
5. The variance, if granted, will not alter the essential character of the locality?

If the variance is granted it would not alter the essential character of the locality.

6. Economic considerations alone do not constitute practical difficulties, are there other reasons for the need for the variance?

Our goal is to build a thoughtfully laid out, desirable single family home at an affordable price point. If the variance is denied, we will not proceed with the project and this lot likely will never be redeveloped.

Property Line



Property Line

Cherry

Cleveland



112 West Washington Avenue
 Fergus Falls, MN 56537-2568
 Phone: 218-332-5435
 Fax: 218-332-5448
 e-mail: city.hall@FergusFallsMN.gov
www.FergusFallsMN.gov

Planning Commission Staff Report

To: City of Fergus Falls Planning Commission
Respectfully Submitted: Klara Beck, Community Development Director
Date: June 17, 2024
Subject: V-2024-3

REQUESTED ACTION

Approve a variance to erect an accessory structure in one of the front yards of a corner lot at 1224 Greenfield Ave (PID 71002991623000).

GENERAL INFORMATION

Applicant	Jason Schuetzle	Planning Commission Hearing	June 24, 2024
Property Owner	Jason Schuetzle	City Council Meeting	July 1, 2024
Address	1224 Greenfield Ave	Application Date	May 29, 2024
Parcel Number(s)	71002991623000	60-Day Expiration Date	July 28, 2024
Zoning	R-1		

BACKGROUND

Site Information & Current Conditions

The property at 1224 Greenfield Ave, Fergus Falls, MN 56537, is a corner lot that is almost triangular in shape, resulting in limited area that may be considered a side yard (see site layout attached to application). It contains a single-family, owner-occupied home, built in 2001. The 1-story frame house spans 1,586 sq. ft. An attached garage, also built in 2001, covers 840 sq. ft. Additionally, the property includes a 400 sq. ft. concrete swimming pool, constructed in 2023, with surrounding pavement.

Adjacent Zoning

R-1-, One-Family Residence District.

Adjacent Uses

The neighborhood surrounding 1224 Greenfield Ave has single-family homes.

Proposed Project

According to zoning regulations, corner lots for residential use must have additional width to permit appropriate building setbacks from both streets. 1224 Greenfield Ave therefore technically has two front yards. Moreover, city code states that “a detached accessory building shall not be located in any required front yard, including both required front yards on a corner lot.” Due to the shape of the lot at 1224 Greenfield Ave, it being a corner lot, and the placement of the home, there is little to no side yard and limited backyard space. The homeowner therefore requests a variance to construct a shed in the yard that abuts Opperman Ln.

Public Notification & Comments

A letter was mailed to property owners within 350 ft of the subject property and a notice was published in the Daily Journal on June 12, 2024. One comment was received via email as of June 18, 2024 stating support for the variance application.

PROPOSED FINDINGS

§154.017(B)(4)(b) of the City Code states the Planning Commission and City Council consider the following criteria when evaluating a variance request:

1. Special conditions apply to the structures or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located.

Criteria Met. The property’s corner lot status, irregular shape, and lack of side yard are unique conditions not generally applicable to other properties in the area.

2. The granting of the proposed variance will not be contrary to the intent of this chapter [meaning Chapter 154, Zoning and Subdivisions].

Criteria Met. The intent of Chapter 154 is to promote orderly development and ensure safety and aesthetics within the community. Granting the variance results in reasonable land use without sacrificing safety or aesthetic appeal.

3. The special conditions or circumstances do not result from the actions of the owner/applicant.

Criteria Met. The property’s unique shape, corner lot status, and placement of the home and garage on the lot are pre-existing conditions not created by the current owners.

4. The granting of the variance will not merely serve as a convenience to the applicant but is necessary to alleviate practical difficulties in complying with the zoning provisions of this code. *M.S. §462.357, Sub. 6 defines practical difficulties as: “the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.”*

Criteria Met. The variance addresses practical difficulties due to the property’s characteristics, specifically its corner lot status, irregular shape, and the lack of side yards.

5. The variance requested is the minimum variance necessary to alleviate the practical difficulty.

Criteria Met. A variance allowing a shed to be added in what is technically a front yard along the side of the house allows for the reasonable use of the property when side or back yard space is unavailable.

RECOMMENDED ACTION

Approve a variance to erect an accessory structure in one of the front yards of a corner lot at 1224 Greenfield Ave (PID 71002991623000).

ATTACHMENTS

1. Context Map
2. Zoning Map
3. Application & Supporting Materials



Not a legal document. For Reference Use Only. Accuracy is not guaranteed.



112 West Washington Avenue

Fergus Falls, MN 56537

Phone: 218-332-5434

e-mail: planning@ci.fergus-falls.mn.us

www.ci.fergus-falls.mn.us

Variance

Application fee should be made payable to The City of Fergus Falls upon submittal of completed application. Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: _____

Last name: Schuetzle First name: Jason

Address: 1224 Greenfield Ave City/State/Zip: Fergus Falls MN 56537

Phone number: _____ Email address: jason.schuetzle@fergusfallsmn.gov

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

4. Zoning Designation: R-1

5. Statement of Intent: State exactly what is intended to be done on or with the property which does not conform to City Code requirements.

Requesting a variance for the construction of a shed in one of the front yards of my corner lot.

My property includes a 15x30 in-ground swimming pool with a 4-foot concrete border and a small concrete sun deck in the backyard, limiting the available space for placing the shed.

Due to the shape of the lot, it being a corner lot, and the placement of the home, I have no side yard.

7. Additional Required Information: a. Legal Description and PIN: Provide the Parcel Identification Number(s) 71-002-99-1623-000

The complete legal description(s) of the property involved or write “see attached”
SECT-26 TWP-133 RANGE-043 JENSEN'S COUNTRY SIDE 3RD ADDN LOT 4 BLK 3

b. Practical Difficulty: The applicant should fully explain the “practical difficulty” that justifies the departure from the strict application of the Code.

1. Is the variance in harmony with the general purposes and intent of the ordinance?

Yes.

2. Is the variance consistent with the comprehensive plan.- Not Applicable, no city plan.

3. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance?

Yes. By placing the shed in the most suitable location on my lot, I am ensuring that my property remains functional and aesthetically pleasing.

4. The plight of the landowner is due to circumstances unique to the property not created by the landowner?

The unique characteristics of my property, specifically being an irregularly-shaped corner lot with no side yards, justify the need for this variance.

5. The variance, if granted, will not alter the essential character of the locality?

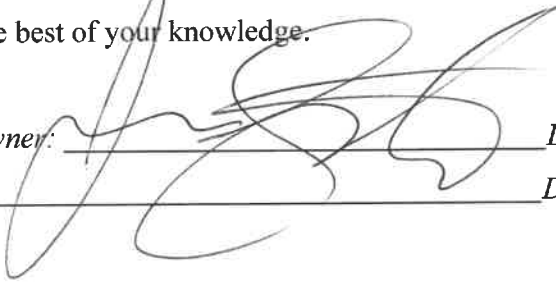
No.

6. Economic considerations alone do not constitute practical difficulties, are there other reasons for the need for the variance?

Nothing beyond the characteristics of the property.

c. Proposed Plans: A site plan is required, a landscape plan, grading and drainage plan and other plans may be required by the city/planning commission. Such plans shall be on 8½"x 11" or 11"x 17" paper or in PDF digital format. In cases of multiple variances, the applicant may be required to submit a property boundary and building survey.

8. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner:  _____ *Date:* 10-11-2024

Applicant: _____ *Date:* _____



1:300



Council Action Recommendation

Page 1 of 1

Meeting Date: June 17, 2024

Subject: Donation Acceptance

Recommendation:

Resolution accepting a \$4,280 donation from West Central Initiative for the Fergus Falls Public Library's Neighbors Together: Connecting Families with Community Resources & Each Other project

Background/Key Points:

The project will welcome new babies and their families to the community by providing information about resources and opportunities that are available in their communities. The program will offer a reusable book bag containing a board book, information about early literacy, a library card application form, and information about local programs and services available to families with infants and young children. Many of the local opportunities provided, such as infant and toddler storytime at the public library, are free, specifically for babies and their families, and open for all to attend. We are partnering with Lake Region Healthcare and The Early Childhood Initiative on this project.

Budgetary Impact: None

Respectfully Submitted: Library Director Gail Hedstrom

Attachments: Award Letter



June 25, 2024

Ben Schierer
City of Fergus Falls
112 W Washington Ave
Fergus Falls, MN 56537-2568

Grant Number: D-19527

Dear Ben:

We've enclosed a check for \$4,280.00 from West Central Initiative in payment of the grant award for the Fergus Falls Public Library's Neighbors Together: Connecting Families with Community Resources & Each Other project.

Our auditors require that you respond in writing or via email (funds@wcif.org) to West Central Initiative to acknowledge you received this payment. Please respond at your earliest convenience and reference the grant number noted above in your reply.

Upon completion of your project, please let us know the impact of this grant on your organization and the community you serve by completing our short grant reporting form at <https://wcif.org/grantees/>

Donors, advisors, and any related parties cannot receive any personal benefit related to this grant. If you have any questions about the intended purpose of the funds, please contact our office.

Sincerely,

Rebecca Petersen
Director of Development

Enclosure: Check #64375



Council Action Recommendation

Page 1 of 2

Meeting Date: 7/1/24

Subject: Letter of Intent from PLGC to acquire Pebble Lake Golf Course

Recommendation: Resolution accepting the Letter of Intent and directing staff and the City Attorney to prepare a purchase agreement

Background/Key Points:

On November 6, 2023, the City Council directed staff to prepare an RFP for golf course management/operations. At the December 4, 2023 meeting, the Council extended the lease/management agreement with Pebble Lake Golf Club (PLGC) for one year (through 2024) and to delay the RFP process until July 2024. At the same time, the Council appointed a sub-committee to work on the terms of the extended lease agreement, which included Councilmembers Hicks and Kvamme, as well as Bill Sonmor and Andrew Bremseth.

That sub-committee has met frequently since December and quickly was able to resolve the lease terms. The group has continued to meet to discuss the future of the course and how it may be best situated for both the PLGC and the City. As a result of the on-going discussions, we present the attached Letter of Intent from the PLGC. At the June 17, 2024 City Council meeting, the Council voted to suspend the pending July 2024 RFP to consider this Letter of Intent.

The intent of the Pebble Lake Golf Club is to purchase the golf course from the City of Fergus Falls. As the non-profit that has operated the course, in partnership with the City, since its inception, they feel they are uniquely qualified and deserving of this opportunity and that they are the best fit for the on-going operation and maintenance of the course. If the Letter of Intent is approved by the City Council, the next step is to prepare a purchase agreement for the Council's consideration. While the entire LOI is included within the packet, I will highlight some of the terms:

- Purchase Price \$1
- Sold as is and must continue to be operated as a championship golf course that is open to the public
- All equipment and property becomes property of PLGC
- PLGC will begin improvements within 18 months (completed within 5 years), which include updating and replacing the irrigation system, purchasing additional equipment and remodeling the clubhouse, which will make it available year-round (total improvements anticipated to be \$975k-\$1 million)
- No development or sale of property can take place, it must remain a golf course

- Complementary uses to a golf course can be added or provided, as long as the primary purpose of those uses or improvements is related to the golf course
- If covenants of the sale are breached or PLGC fails to maintain the course as set out in the agreement, it reverts back to the City
- PLGC can not encumber the property by liens or mortgages that exceed 33% of the tax assessed value at any time
- The City will pay PLGC \$500,000 total over the next 10 years to support youth recreational programming pursuant to MN Statues 471.15 to 471.19
- The property becomes taxable upon sale to PLGC

If the terms of the LOI are acceptable to the Council, they can approve it by resolution and direct staff to prepare a purchase agreement for their consideration.

Budgetary Impact:

\$500,000 over the next 10 years (likely \$50,000 for 10 years). Our existing budget for the Golf Course is \$44,000, so the city would see a slight increase for 10 years and then the budget would be eliminated, which would result in long-term savings.

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

Letter of Intent

Date: June 12, 2024

City of Fergus Falls
City Administrator Andrew Bremseth
112 West Washington Ave
Fergus Falls, MN 56537

**RE: Letter of Intent regarding the Pebble Lake Golf Course
located at 1918 Pebble Lake Golf Drive, Fergus Falls, MN.**

Dear Mayor and City Council,

PEBBLE LAKE GOLF COURSE, INC. a Minnesota nonprofit corporation (“Buyer”) is interested in purchasing the property identified below (the “Property”) from the **CITY OF FERGUS FALLS**, a Minnesota municipal corporation (“Seller”). Upon execution of this letter of intent by Purchaser and Seller, Purchaser and Seller will, within the time specified in this letter of intent, attempt to negotiate a legally binding contract (the “Purchase Agreement”) for the purchase and sale of the Property, on the following terms:

1. **The Property.** The Property that is the subject of this letter of intent is located at 1918 Pebble Lake Golf Drive, Fergus Falls, MN, and commonly known as the Pebble Lake Golf Course and is generally described as follows:

Those portions of Government Lot Three (3); the Northwest Quarter of the Southwest Quarter (NW $\frac{1}{4}$ SW $\frac{1}{4}$) of Section Thirteen (13); that part of the Southeast Quarter (SE $\frac{1}{4}$) of Section Fourteen (14) lying easterly of County Highway No. 82, all in Township One Hundred Thirty-two (132), Range Forty-three (43), lying within the boundaries of the Pebble Lake Golf Course

2. **Purchase Price.** The purchase price for the Property will be One Dollar (\$1.00) (“Purchase Price”).
3. **Condition of the Property.** Buyer shall have the right to have inspections of the Property conducted prior to closing, at Buyer’s expense. Seller does not plan to have the property inspected. Other than the representations made in final Purchase Agreement, the Property will be sold “AS IS” and “WHERE IS” with no express or implied representations or warranties by Seller as to fitness for any particular purpose, other than to operate the Property as a golf course.
4. **Personal Property.** All of the personal property (together with all replacements and additions), situated in, on, or about the Property, or used in connection with the

Property, including without limitation, all trade fixtures, heating, cooling and plumbing systems, leasehold improvements, furniture, fixtures, equipment, signage, appliances, floor coverings, window coverings, tools and supplies (collectively, the “Personal Property”). The equipment includes the following:

- a. 2004 JD 1445
- b. Jacobson LF3400
- c. John Deere 2500B
- d. John Deere 2500B
- e. Toro Large Area Rotary
- f. Reelmaster 3100
- g. Ultra Plus Mower
- h. 2018 Toro 5800-G Sprayer
- i. 2021 Bobcat Toolcat (including its debt \$24,390.43)

5. The parties acknowledge that Buyer’s proposal will induce the Seller to enter into a Purchase Agreement and agree that the Purchase Agreement must include the following covenants and conditions which shall survive closing:

- a. **Operate Championship Golf Course.** Buyer expressly covenants Buyer will continue to operate the golf course as a public championship golf course with a driving range for at least fifty (50) years. The Buyer agrees to maintain the golf course at the same level it is being maintained and in accordance with the standards specified in a Maintenance Policy to be established and approved by the Seller which policy shall follow an example policy provided by the United States Golf Association. Nothing shall preclude Buyer from establishing other additional uses, complementary to a golf course, on the Property.
- b. **Covenant to Make Improvements.** Buyer expressly covenants that Buyer will begin to improve the Property within 18 months of closing, subject to unavoidable delays, as follows:
 1. Update the irrigation system with updated electrical and control systems, and replacement heads (estimated cost \$200,000.00).
 2. Purchase greens mower and rough mower and other equipment necessary to maintain the golf course (estimated cost \$275,000.00); and
 3. Clubhouse remodel (estimated cost \$500,000,00)

Buyer shall complete the Improvements within 5 years of closing, subject to unavoidable delays. All improvements shall be approved by the Seller. Buyer shall enter into a Development Agreement at closing setting forth the requirements for the Buyer to make the Improvements. The Development Agreement shall require the Improvements to be made in a workmanlike

manner and all work performed shall not result in any mechanic or material liens being placed on the Property. Buyer's completion of the Improvements means the Improvements have been substantially completed. Seller's execution of the Certificate of Completion will serve as confirmation of Buyer's completion of the Improvements required under the Purchase Agreement. Seller may extend the deadlines contained in this section if the Buyer has good cause. Any change to the Improvements that reduces the size or scope of the Improvements shall require approval by the Seller, which shall not be unreasonably withheld.

- c. **Prohibition on Development.** Buyer covenants that Buyer will not develop or contract with anyone to develop any portion of the Property for any other use other than a golf course. This prohibition does not apply to Buyer making improvements to the golf course, modifying the golf course, or expanding the golf course, provided that the Property's primary purpose of the Property remains a golf course. Nothing shall preclude Buyer from permitting other additional uses, complementary to a golf course, on the Property.
- d. **Right of Re-entry.** In addition to all other remedies available to Seller under the Purchase Agreement or law or equity, Seller shall always retain a right of re-entry as set out in the Limited Warranty Deed. Upon the breach of covenants laid out in the Limited Warranty Deed, and sufficient notice has been given and time to cure has passed, Buyer shall immediately surrender, vacate, and re-vest the Property and deliver possession and ownership back to the Seller through a Quit Claim Deed. Buyer grants Seller the right to enter and repossess the Property and to expel Buyer and any others who may be occupying the Property and remove all property therefrom, without being deemed in any manner guilty of trespass and without relinquishing any right given to Seller hereunder or by operation of law.
- f. **Re-vesting Title to the Property in Seller.** Upon the re-vesting in Seller of title to the Property or any part thereof as provided for in the Purchase Agreement, after Seller has exercised its right to re-entry, Seller may operate or sell the Property in such manner as the Seller will find feasible and consistent with Seller's objectives as determined by Seller in Seller's sole discretion.
- g. **Maximum Mortgage Amount.** To finance the improvements required above and to permit the buyer to continue to maintain and improve the Property, the Limited Warranty Deed shall contain a covenant and restriction that the Buyer may not encumber the Property with liens or mortgages that at any time exceed 33% of the assessed taxable value as determined by the Otter Tail County Assessor. In addition, all liens, encumbrances, mortgages, easements, and other conditions that Buyer desires to be placed on the Property must be consented to and approved by the Seller prior to the recording and attachment of said liens, encumbrances, mortgages, easements, or other conditions.

- (2) **Survey.** Buyer may obtain (but is not required), at Buyer's cost and expense within thirty (30) days after the Effective Date, a Survey certified to and satisfactory to Buyer and the Title Company, showing the Property and all matters required by Buyer and the Title Company (the "Survey").
 - b. **Buyer's Objections.** Within ten (10) days after receiving all of the Title Evidence and the Survey (if obtained), including copies of all documents listed in Schedule B of the Title Commitment, Buyer will make written objections Buyer may have (the "Objections") to the form and/or contents of the Title Evidence and the status of title. Buyer's failure to make objections within such time period will constitute waiver of objections. Any matter shown on such Title Evidence and not objected to by Buyer shall be a "Permitted Encumbrance" under this Agreement. Seller shall use its best efforts to correct and cure all Objections within sixty (60) days after receipt of the Objections (the "Cure Period"), during which period the Closing will be postponed as necessary. If the Objections are not cured within such Cure Period and on the Closing Date Seller cannot deliver marketable title as required by this Section, Buyer will have the option to do any of the following:
 - (1) Terminate this Agreement without liability, or
 - (2) Waive the Objections and proceed to close;.
 - c. **Title Policy.** Prior to Closing, Buyer shall approve the Title Policy issued by the Title Company pursuant to the Title Commitment, or a suitably marked up Title Commitment from the Title Company undertaking to issue such a Title Policy.
8. **Closing.** The Purchase Agreement shall provide that the closing of the purchase and sale (the "Closing") will take place on or before December 31, 2024, or such earlier date as agreed upon by Buyer and Seller.
9. **Governing Law.** The validity and effect of this letter will be determined in accordance with the law of the State of Minnesota.
10. **City Council Approval.** The Purchase Agreement shall provide that Approval from the Fergus Falls City Council will be necessary for the sale of the Property, and either Party may terminate the Purchase Agreement if Seller has not received such approval.
11. **Assignment.** The Purchase Agreement shall provide that Buyer may not assign the Purchase Agreement without Seller's prior written consent.
12. **No Negotiations with Others.** Seller agrees that it will not enter into negotiations for the sale of the Property to any other prospective purchaser of the Property unless Seller

and Buyer have failed to enter into the Purchase Agreement, Development Agreement and Tax Abatement Agreement on or before October 1, 2024 in which event this letter shall terminate without further notice to either Party.

13. **Seller Payment to Buyer for Youth Recreational Programming.** The Purchase Agreement shall include a provision that the Seller will pay to Buyer the total amount of \$500,000.00 over the next 10 years and all payments must be used by the Buyer to support youth recreational programming pursuant to MN Statutes 471.15 to 471.19. As a condition of receiving this payment, the Buyer must always maintain its nonprofit status and remain in good standing with the MN Secretary of State.

Except for the Provisions of Section 12: (a) this letter is intended by Seller and Purchaser to be a nonbinding letter that expresses the parties' current intention, (b) neither Seller nor Buyer shall be legally bound or obligated to negotiate or perform with respect to the subject matter of this letter, under any legal theory, prior to the execution and mutual delivery of the final Purchase Agreement and Development Agreement, (c) neither Seller nor Buyer shall make a claim under this letter or a claim against the other based on "part performance," "detrimental reliance," "good faith," "promissory estoppel," or any other similar cause of action, and (d) either Party may withdraw from negotiation of the final Purchase Agreement at any time in such party's sole discretion.

If the forgoing reflects your understanding of our discussions, please indicate such by signing the second copy of this letter in the place indicated and return it to me.

This letter will expire if not accepted and returned to the Buyer by July 1, 2024.

Sincerely,

By: **PEBBLE LAKE GOLF COURSE, INC**



Dusty Christenson

Its: President

AGREED AND ACCEPTED THIS ____ DAY OF June 2024

By: CITY OF FERGUS FALLS

Ben Schierer
Its: Mayor

Andrew Bremseth
Its: City Administrator

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

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

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

General

ARC DOCUMENT SOLUTIONS LLC	JUNE BASE MAINTENANCE	258.00
ADMINISTRATOR'S CONTINGENCY FD	MAY 2024 ANALYSIS SVC CHARGE	161.10
ADMINISTRATOR'S CONTINGENCY FD	MAY 2024 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-BROWN	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-GUTZME	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-JENSON	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-LEIGHT	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-LEWIS	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-RIECK	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-SAGA	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-SPRING	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-WALTER	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-ANDERSON	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-KEENAN	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-LEITCH	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-NESS	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-YERVASU	25.00
APCO INTERNATIONAL	FCC LICENSING SERVICE FEE	960.00
VESTIS	JUNE LINEN SUPPLY	37.91
AMERITAS	JUN DENTAL INSURANCE	4,055.67
ATLAS OUTDOOR SERVICES LLC	JUNE 1116 S WHITFORD MOWING	265.00
ATLAS OUTDOOR SERVICES LLC	JUNE 401 W DOUGLAS MOWING	275.00
ATLAS OUTDOOR SERVICES LLC	JUNE 515 E CHERRY MOWING	137.50
ATLAS OUTDOOR SERVICES LLC	JUNE 528 WESTERN AVE MOWING	692.50
ATLAS OUTDOOR SERVICES LLC	JUNE 611 W STANTON MOWING	137.50
ATLAS OUTDOOR SERVICES LLC	JUNE 634 W STANTON MOWING	110.00
ATLAS OUTDOOR SERVICES LLC	JUNE 638 W STANTON MOWING	165.00
ATLAS OUTDOOR SERVICES LLC	JUNE 804 N AURDAL MOWING	165.00
AUTO VALUE - FERGUS FALLS	JUN PAINT STICK/TIRE MARKER	4.77
AUTO VALUE - FERGUS FALLS	JUNE FD TANKER 8 FILTER	15.50
BDT MECHANICAL LLC	REPAIRED HEAT PUMP 3	639.64

General

CSG JANITORIAL	CLEANING 6/9-6/16	520.00
BEYER BODY SHOP, INC.	TOW HONDA CIVIC/24017459	425.00
BEYER BODY SHOP, INC.	TOW JEEP GRAND CHEROKEE/240179	135.00
BMO FINANCIAL GROUP	ANNUAL CANVA SUBSCRIPTION	359.51
BMO FINANCIAL GROUP	APRIL BAG SK SNG NUMBERS	95.81
BMO FINANCIAL GROUP	APRIL BCA TRAINING-EVENSON	300.00
BMO FINANCIAL GROUP	APRIL BUS TICKET FOR KETTLE	85.50
BMO FINANCIAL GROUP	APRIL DISPOSABLE GLOVES	68.40
BMO FINANCIAL GROUP	APRIL FHH CONTRACTOR MIX	130.52
BMO FINANCIAL GROUP	APRIL FORMULA 409	9.96
BMO FINANCIAL GROUP	APRIL FURNACE FILTERS	107.88
BMO FINANCIAL GROUP	APRIL HOTEL ROOM 4/24/24	105.81
BMO FINANCIAL GROUP	APRIL HOTEL ROOM 4/25/24	105.81
BMO FINANCIAL GROUP	APRIL NEW HIRE MEALS	46.59
BMO FINANCIAL GROUP	APRIL TRAINING MEALS (3)	35.44
BMO FINANCIAL GROUP	ETHICS CERT. RENEWAL-YAVAROW	122.50
BMO FINANCIAL GROUP	ICMA ANNUAL MEMBERSHIP	1,118.00
BMO FINANCIAL GROUP	MAY ADHESIVE TAPE	36.67
BMO FINANCIAL GROUP	MAY AIR FILTERS, VENT COVER	149.55
BMO FINANCIAL GROUP	MAY ASSISTANT CHIEF BADGE	131.00
BMO FINANCIAL GROUP	MAY AUTOCAD WEB	10.79
BMO FINANCIAL GROUP	MAY BADGE WALLET	74.75
BMO FINANCIAL GROUP	MAY BLACK TONER CARTRIDGE	182.71
BMO FINANCIAL GROUP	MAY BOWL CLEANER, DEEP CREEP	15.06
BMO FINANCIAL GROUP	MAY BUILDING A STORYBRAND	15.18
BMO FINANCIAL GROUP	MAY CHANGES IN A&A GOVT ENTITI	149.00
BMO FINANCIAL GROUP	MAY CITY HALL COFFEE	33.94
BMO FINANCIAL GROUP	MAY CONCESSION SUPPLIES	1,446.45
BMO FINANCIAL GROUP	MAY DRUG TESTING	28.42
BMO FINANCIAL GROUP	MAY EVIDENCE PRINTER	240.99
BMO FINANCIAL GROUP	MAY EVIDENCE PRINTER TONER	222.47
BMO FINANCIAL GROUP	MAY FILTER, LUBRICANT	22.98
BMO FINANCIAL GROUP	MAY FIRE INVESTIGATION CERTIFI	90.00
BMO FINANCIAL GROUP	MAY FUNNEL SET	26.62
BMO FINANCIAL GROUP	MAY GLUCOSE STRIPS	4.68
BMO FINANCIAL GROUP	MAY HEATING COOLER THERMOSTAT	23.29
BMO FINANCIAL GROUP	MAY INK TONER ABSORBER CARTRID	47.33
BMO FINANCIAL GROUP	MAY KIDS CAMP WHISTLES	21.55
BMO FINANCIAL GROUP	MAY KIDS KAMP WALKIE TALKIES	471.92
BMO FINANCIAL GROUP	MAY KITCHEN SUPPLIES	85.97
BMO FINANCIAL GROUP	MAY LINER FREE LABEL PRINTERS	810.00
BMO FINANCIAL GROUP	MAY MAGENTA TONER CARTRIDGE	224.79
BMO FINANCIAL GROUP	MAY MANAGEMENT&BUSINESS ADVISO	599.00

General

BMO FINANCIAL GROUP	MAY MATS FOR CONCESSIONS	155.83
BMO FINANCIAL GROUP	MAY MATTSON DMT REFRESHER	75.00
BMO FINANCIAL GROUP	MAY MEALS-INVESTIGATION	46.34
BMO FINANCIAL GROUP	MAY MISC EXPENSE	42.90
BMO FINANCIAL GROUP	MAY MKE TORCH 5PK 9" 18TPI	22.97
BMO FINANCIAL GROUP	MAY NATIONAL NIGHT OUT SUPPLIE	405.39
BMO FINANCIAL GROUP	MAY OFFICE PAPER	136.44
BMO FINANCIAL GROUP	MAY OPEN HOUSE SUPPLIES	112.43
BMO FINANCIAL GROUP	MAY OPEN HOUSE-BIKE	78.00
BMO FINANCIAL GROUP	MAY OPEN HOUSE-RETURN BIKE	78.00-
BMO FINANCIAL GROUP	MAY PAINT FOR RANGE TARGETS	25.85
BMO FINANCIAL GROUP	MAY PD COFFEE	29.94
BMO FINANCIAL GROUP	MAY PISTOL GRIP,RAGS,GLUE,MYSK	60.44
BMO FINANCIAL GROUP	MAY PLATINUM DISH SOAP	58.26
BMO FINANCIAL GROUP	MAY PRIORITY MAIL	6.32
BMO FINANCIAL GROUP	MAY RANGER 12 OIL	13.99
BMO FINANCIAL GROUP	MAY REUSABLE RESP CARTRIDGE	69.46
BMO FINANCIAL GROUP	MAY SQUAD PRINTER	360.00
BMO FINANCIAL GROUP	MAY SWAT GUN SUPPLIES	16.38
BMO FINANCIAL GROUP	MAY SWAT TARGETS	130.07
BMO FINANCIAL GROUP	MAY TONER CARTRIDGES	219.19
BMO FINANCIAL GROUP	MAY TURNBUCKLE FOR FIELD	53.96
BMO FINANCIAL GROUP	MAY UHRICH & GEER VESTS	1,314.66
BMO FINANCIAL GROUP	MAY UNIFORM PANTS	136.00
BMO FINANCIAL GROUP	MAY UNIFORM PURCHASE-BOERHAVE	65.90
BMO FINANCIAL GROUP	MAY UNIFORM PURCHASE-DUENOW	393.55
BMO FINANCIAL GROUP	MAY UNIFORM PURCHASE-RENNER	77.96
BMO FINANCIAL GROUP	MAY USB CAR CHARGER ADAPTERS	27.81
BMO FINANCIAL GROUP	MAY V-SHAPED CRACK SQUEEGEES	111.98
BMO FINANCIAL GROUP	MAY VERTICAL ERGONOMIC MOUSE	54.99
BMO FINANCIAL GROUP	MAY WASHABLE REUSABLE AIR FILT	31.08
BMO FINANCIAL GROUP	MAY WORK HATS FOR FD	59.04
BMO FINANCIAL GROUP	MAY WRAP FEST SUPPLIES	140.51
BMO FINANCIAL GROUP	MAY 4 POWER STRIPS	239.96
BMO FINANCIAL GROUP	MA6 BULK DEGREASER	111.79
BMO FINANCIAL GROUP	MOBILE MOULTRIE MONTHLY	9.99
BMO FINANCIAL GROUP	MONTHLY CONSTANT CONTACT	45.00
BMO FINANCIAL GROUP	05/06-06/05/24 PHOTO PLAN	10.78
A CENTER FOR THE ARTS	3RD QTR 2024 BUDGET ALLOCATION	1,875.00
CHARTER COMMUNICATIONS	CABLE 6/18-7/17	32.97
CHARTER COMMUNICATIONS	06/13-07/12/24 INTERNET	129.99
CHARTER COMMUNICATIONS	06/13-07/12/24 IP ADDRESS	19.99
VIKING COCA-COLA BOTTLING CO	JUNE CONCESSIONS SUPPLIES	807.45

General

COMM OF FINANCE, TREAS DIV	FOR SHARE/CANTRELL 24002859	6.50
COMM OF FINANCE, TREAS DIV	FORF SHARE/WILLIAMS 24001039	30.42
COMPUTER INFORMATION SYSTEMS	CIS MFR RENEWAL/SUPPORT	1,980.00
COOPERS TECHNOLOGY GROUP	JUNE TAPE REFILL, MARKERS	65.50
DACOTAH PAPER CO	JUNE BATTERIES, TOWELS, TT, SOAP	189.81
DACOTAH PAPER CO	JUNE CLEANING/PAPER SUPPLIES	230.72
DACOTAH PAPER CO	JUNE TT, BUCKETS, TOWELS, CLEANER	932.39
DAILY JOURNAL	YARD OF THE WEEK	660.00
DIAMOND VOGEL PAINTS	JUN TRAFFIC PAINT GLASS BEADS	1,760.00
EMPLOYEES INSURANCE TRUST FUND	JUN HEALTH INSURANCE	103,015.77
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	2,830.28
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	103,015.77
EQUIPMENT FUND	JULY EQUIPMENT RENT	127,704.85
JOHN DEERE FINANCIAL	JUN CARBURETOR (JACOB PARK)	162.43
FASTENAL COMPANY	JUN PARK SAFETY VENDING	70.16
FASTENAL COMPANY	JUN STREET SAFETY VENDING	70.16
FASTENAL COMPANY	JUN 3/4" S/S SIGN BANDING	258.33
F.F. AREA CHAMBER OF COMMERCE	MARCH IGNITE COMMUNITY	500.00
FERGUS FALLS VOLLEYBALL	2024 VOLLEYBALL CAMP	6,669.00
GALLS LLC	HAKEN UNIFORM PURCHASE	33.50
GALLS LLC	HAKEN UNIFORM RETURN	29.99-
GALLS LLC	MILLER UNIFORM PURCHASE	138.22
GALLS LLC	RENNER UNIFORM PURCHASE	151.77
GALLS LLC	WEST UNIFORM PURCHASE	55.85
GOIN' POSTAL FERGUS FALLS	JUN RETURN SPLASH PAD PARTS	37.92
GOODIN COMPANY	JUN ROYAL CLOSET FLUSH VALVE	181.66
GRAND FORKS FIRE EQUIPMENT LLC	SCBA COMPRESSOR/FILL STATION	51,277.40
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	815.02
NOAH GUTZ	JUNE WILDLAND ACADEMY TRAINING	86.09
HAWKINS INC	JUNE SPLASH PAD CHEMICALS	131.52
HOME DEPOT CREDIT SERVICES	JUNE CLEAR ACRYLIC SHEETS	66.36
HOME DEPOT CREDIT SERVICES	JUNE SPLASH PAD/MURIATIC ACID	19.96
HOME DEPOT CREDIT SERVICES	JUNE 3/4" GALVANIZED CAP	1.87
HUMANA INSURANCE CO	JUL VISION INSURANCE	29.03
JK SPORTS	JUNE BASEBALL JERSEYS	41.00
JOE'S HEATING & A/C LLC	A/C SERVICE/REPAIR	814.50
JUST ADD WATER LANDSCAPE	JUNE SPRINKLER HEADS	238.83
ADAM KRAMVIK	JUNE WILDLAND ACADEMY TRAINING	95.35
L G EVERIST INC	JUN FA2 CRUSHED GRANITE	415.30
LAKE REGION HEALTHCARE CORP	HENDRICKSON BLOOD DRAW/2301476	80.00
LAKE REGION HEALTHCARE CORP	MAY PRE-EMPLOY DRUG SCREEN	992.50
LAKES EDGE WINDOW CLEANING LLC	EXTERIOR WINDOW CLEANING	475.00
LAKES EDGE WINDOW CLEANING LLC	JUNE WINDOW CLEANING	2,700.00

General

M-R SIGN COMPANY INC	JUN LEFT TURN SIGNAL SIGN	48.92
MARCO TECHNOLOGIES LLC	ICE ARENA CAMERA REPAIR LABOR	1,216.00
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 6/10-7/10	368.15
MASTER'S MARTIAL ARTS ACADEMY	2024 TAE-KWON DO SESSION I	162.00
MEDTOX LABORATORIES INC	MAY PRE-EMPLOY DRUG SCREEN	801.60
METRO SALES, INC	05/18-06/17/24 COPIER RENT	152.98
METRO SALES, INC	05/18-06/17/24 COPIER USAGE	40.88
MIDWEST PRINTING COMPANY	JUNE BUSINESS CARDS-NEW LOGO	635.00
MIDWEST PRINTING COMPANY	NOTARY STAMP/C.PETERSEN	52.75
MINN-DAKOTA/OTTER TAIL COACHES	SHUTTLE IN-TOWN/MUSEUM	97.48
MINNKOTA ENVIROSERVICES INC	MAY DOC DESTRUCTION	47.20
NATURES GARDEN WORLD	JUNE FLOWERS/MULCH	547.62
NATURES GARDEN WORLD	MARCH PRO-MIX SOIL	119.95
NATURES GARDEN WORLD	MAY BASKETS	2,804.49
NATURES GARDEN WORLD	MAY FLOWERS/POTTING SOIL	599.62
NATURES GARDEN WORLD	MAY FLOWERS/STRAW BLANKET	423.82
NATURES GARDEN WORLD	MAY NATURAL MULCH	27.50
NYCKLEMOE & ELLIG, P.A.	JULY RETAINER FEE/OFFICE ALLOW	7,450.00
OFFICE OF MNIT SERVICES	MAY INTERNET USAGE	338.62
OTTER COVE CHILDREN'S	RIVERFRONT ART SCULPTURE RECEP	50.00
OTTER TAIL COUNTY DET-STC	JUN TRAFFIC PAINT ORDER 18 WHI	2,307.50
OTTER TAIL CO. HISTORICAL SOC.	3RD QTR 2024 BUDGET ALLOCATION	2,875.00
OTTER TAIL COUNTY TREASURER	FORF SHARE/CANTRELL 24002859	12.99
OTTER TAIL COUNTY TREASURER	FORF SHARE/WILLIAMS 24001039	60.84
OTTER TAIL POWER COMPANY	MAY ELECTRICITY EXPENSE	1,628.51
OTTER TAIL TELCOM	REMOVAL/INSTALL LEASED PHONES	550.00
OTTER TAIL TELCOM	YEALINK T46G WALL MOUNT BRKT	14.95
PERRIN MOBILE MEDICAL SERVICES	JUN RANDOM DRUG SCREEN	180.00
POLICE DEPT CONTINGENCY FUND	DUENOW UNIFORM PURCHASE	30.00
POLICE DEPT CONTINGENCY FUND	GEER POST LICENSE ACTIVATION	90.00
POLICE DEPT CONTINGENCY FUND	GEER PYSCH EVAL	475.00
POLICE DEPT CONTINGENCY FUND	KITZMAN TRAINING/TRVL MEALS	90.21
POLICE DEPT CONTINGENCY FUND	KITZMAN TRAVEL MILEAGE/OMAHA	566.82
POLICE DEPT PETTY CASH	ESTEP MEAL TRAVEL #24018055	14.94
POLICE DEPT PETTY CASH	MILLER BACKGROUND MEAL	10.78
PRAIRIE LAKE MUNICIPAL SOLID	DESTROY PHARMACEUTICAL WASTE	292.50
PRODUCTIVE ALTERNATIVES INC.	3RD QTR 2024 BUDGET ALLOCATION	12,500.00
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	4,787.21
PUBLIC UTILITIES DEPARTMENT	JUNE/UTILITIES-522 E HAMPDEN	40.34
PAUL R. RATZ	2024 STRENGTH TRAINING	21,330.00
NAOMI RAMONA SCHLIESMAN	RIVERFRONT ART SCULPTURE RECEP	300.00
SHERWIN WILLIAMS CO	JUNE PAINT FOR PARKS	553.88
SIGELMAN STEEL & SALVAGE CO	JUN 32"X96"X10" STEEL	138.00

General

SIGNWORKS SIGNS & BANNERS INC	JUNE BANNER FOR ADOPT A PARK	90.00
SIGNWORKS SIGNS & BANNERS INC	JUNE BANNERS FOR SPONSORS	800.00
SHI INTERNATIONAL CORP	TREND MICRO VISION ONE SAAS	4,627.00
STREICHER'S INC	GEER NEW HIRE UNIFORM PURCHASE	1,290.81
STREICHER'S INC	GEER UNIFORM PURCHASE	274.95
SUMMIT COMPANIES	JUNE FIRE EXTIN/SPLASH PAD	504.25
SWANSTON EQUIPMENT CO	JUN CRACKFILL MATERIAL	2,800.00
KEVIN J SWENSON	2024 GOLF CAMP	7,569.00
USABLE LIFE	JUN LIFE INSURANCE	81.40
VERIZON WIRELESS	CELL/AIR CARDS MAY 2-JUN 1	884.45
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	965.16
WADENA ASPHALT INC	JUN BIT MIX US BANK PARKING LO	420.00
WADENA ASPHALT INC	JUN PARKING LOTS BIT MIX	726.00
WEX	MAY FLEX/HSA PART FEE	150.04
WIMACTEL INC	JUNE TELEPHONE EXPENSE	99.00
WORKSRIGHT SOFTWARE, INC.	HYPER/SORT SOFTWARE RENEWAL	3,832.00
WORKSRIGHT SOFTWARE, INC.	PER/ZIP4 SOFTWARE RENEWAL	3,832.00
WORKSRIGHT SOFTWARE, INC.	RER/RDI SOFTWARE RENEWAL	304.00
	F U N D T O T A L	528,864.33

P.A. General

EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	8.11
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	1,167.98
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	1,167.98
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC JUN	1,474.95
NATURES GARDEN WORLD	SPRINKLER SYSTEM AT CBHH	638.15
UGSTAD PLUMBING INC	BOILER/GEN CK 06/07/24	90.00
UGSTAD PLUMBING INC	JULY RETAINER FEE	125.00
WEX	MAY FLEX/HSA PART FEE	3.30
	F U N D T O T A L	4,675.47

American Rescue Plan Act Fund

CAPITAL IMPROVEMENT FUND	PI 9767 PROJECT FUNDING	665,000.00
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American Rescue Plan Act Fund

F U N D T O T A L

665,000.00

Regional Treatment Center-City Operated

BMO FINANCIAL GROUP	MAY BATTERIES	29.74
BMO FINANCIAL GROUP	RTC CUUDEBACK DIGITAL	16.18
	F U N D T O T A L	45.92

Public Library

ADMINISTRATOR'S CONTINGENCY FD	VOID CHECK #17875	16.00-
VESTIS	JUNE LINEN SUPPLY	50.32
BAKER & TAYLOR INC	BOOKS	3,424.01
BAKER & TAYLOR INC	FREIGHT SURCHARGE	68.74
BAKER & TAYLOR INC	LOWE BOOKS	112.99
BAKER & TAYLOR INC	LOWE FREIGHT SURCHARGE	2.00
BAKER & TAYLOR INC	LOWE PROCESSING	7.00
BAKER & TAYLOR INC	PROCESSING	260.61
BMO FINANCIAL GROUP	ANNUAL CANVA PRO SUBSCRIPTION	119.40
BMO FINANCIAL GROUP	ANNUAL CONSUMER REPORT RENEWAL	39.00
BMO FINANCIAL GROUP	APRIL LIQUID GOODS FIRE STORAG	128.00
BMO FINANCIAL GROUP	APRIL MICROFIBER CLEAN CLOTH	13.98
BMO FINANCIAL GROUP	MAY BOOK TAPE, PROTECTORS, LABEL	221.65
BMO FINANCIAL GROUP	MAY BOOKS	279.55
BMO FINANCIAL GROUP	MAY CORK BOARD, GO COLOR FILM	34.99
BMO FINANCIAL GROUP	MAY COVER CLEAR LAMINATE	118.21
BMO FINANCIAL GROUP	MAY DELL USB DVD DRIVE	17.25
BMO FINANCIAL GROUP	MAY DIGITAL MATERIALS	713.45
BMO FINANCIAL GROUP	MAY DVDS	588.04
BMO FINANCIAL GROUP	MAY FINGERTIP MOISTENER	5.28
BMO FINANCIAL GROUP	MAY HDMI ADAPTERS	41.55
BMO FINANCIAL GROUP	MAY THERMAL LAMINATING POUCHES	39.56
DACOTAH PAPER CO	JUNE SWIFFER DUSTER REFILLS	66.86
DACOTAH PAPER CO	JUNE TP, TOWELS, SCREEN URINALS	723.05
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	50.70

Public Library

EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	6,454.38
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	6,454.38
LAKE REGION HEALTHCARE CORP	MAY PRE-EMPLOY DRUG SCREEN	150.00
MEDTOX LABORATORIES INC	MAY PRE-EMPLOY DRUG SCREEN	133.60
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	326.41
WEX	MAY FLEX/HSA PART FEE	13.75
	F U N D T O T A L	20,642.71

Bigwood Event Center

VESTIS	JUNE LINEN SUPPLY	795.01
BEVERAGE WHOLESALERS INC	JUNE/BEVERAGES-BEER	313.50
BIGWOOD EVENT CENTER	2024 BIGWOOD OPERATIONS	62,000.00-
BJORN'S HEATING & AIR COND INC	JUNE LOBBY ROOFTOP UNIT REPAIR	184.00
BMO FINANCIAL GROUP	05/08/24 BEVERAGES	12.96
D-S BEVERAGES, INC.	JUNE BEVERAGES-BEER	536.63
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	7.44
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	862.44
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	862.44
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	48.20
PHILLIPS WINE & SPIRITS CO	JUNE BEVERAGES-LIQUOR	1,996.95
PRECISION CATERING MINNESOTA	06/15/24 FOOD	3,730.41
PRECISION CATERING MINNESOTA	06/15/24 LESS 15% FOOD	612.08-
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	543.45
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	45.34
WEX	MAY FLEX/HSA PART FEE	3.02
	F U N D T O T A L	52,670.29-

CDBG/HUD Revolving Loan

KELLY ANDERSON	CONSTRUCTION/220 W LINCOLN-511	3,800.00
PREMIER ELECTRIC INC	ELECTRICAL/220 W LINCOLN-#511	11,426.88
STELLA'S FF LLC	REMODEL/220 W LINCOLN-#511	1,190.98
STELLA'S FF LLC	TAPE&TEXTURE/220 W LINCOLN-511	2,310.00
	F U N D T O T A L	18,727.86

G.O. TIF Bonds, Series 2022 TIF 4-14

NORTHLAND TRUST SERVICES, INC.	ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	30,390.00
	F U N D T O T A L	30,885.00

P.I.R. Bond and Interest 2019B

NORTHLAND TRUST SERVICES, INC.	ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	12,000.00
P.I.R. BOND & INTEREST 2019	2024 DEBT SERVICE TRANSFER	1,000.00-
	F U N D T O T A L	11,495.00

G.O. Port Authority Bonds, Series 2021A (DTRF Ph1)

NORTHLAND TRUST SERVICES, INC.	ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	7,047.50
	F U N D T O T A L	7,542.50

G.O. Port Authority Bonds, Series 2023A (DTRF Ph2)

G.O. PORT AUTHORITY BONDS	PI 9767 DEBT SER. DONATIONS	256,586.27-
NORTHLAND TRUST SERVICES, INC.	ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	89,248.89
	F U N D T O T A L	166,842.38-

Capital Improvement

A-1 LOCK & KEY LLC	SPLASH PAD MECHANICAL DOOR	112.00
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Capital Improvement

BOLTON & MENK INC	PROF SERVICE PHASE 2 RIVER	59,744.85
BOLTON & MENK INC	PROF SERVICE UNION/MILL	1,120.50
C&L EXCAVATING INC	PAY APP NO. 2	394,257.74
CAPITAL IMPROVEMENT FUND	PI 9767 PROJECT FUNDING	665,000.00-
JOEL CARLSON INC.	JULY LEGISLATIVE FEES	2,285.00
G.O. PORT AUTHORITY BONDS	PI 9767 DEBT SER. DONATIONS	256,586.27
INTERSTATE ENGINEERING INC.	PROF SERV 11/12/23 TO 5/25/24	1,542.60
INTERSTATE ENGINEERING INC.	PROF SERV 5/12/24 TO 6/8/24	3,047.70
CARL J. ZACHMANN	BUTTERFLY SCULPTURE-RIVERFRONT	10,000.00
JEFFREY ZACHMANN	BISON KINETIC SCULPTURE-RIVERF	10,000.00
	F U N D T O T A L	73,696.66

P.I.R. Project 2019

P.I.R. BOND & INTEREST 2019	2024 DEBT SERVICE TRANSFER	1,000.00
	F U N D T O T A L	1,000.00

Airport Capital Improvement

SHORT ELLIOTT HENDRICKSON INC	AIRPORT MASTER PLAN 60%	53,280.00
	F U N D T O T A L	53,280.00

Liquor Store

THE AMERICAN BOTTLING COMPANY	JUNE/MIX	1,101.05
ARTISAN BEER COMPANY	JUNE/BEER	2,859.10
ARTISAN BEER COMPANY	JUNE/THC BEVERAGES	1,053.45
BELLBOY CORPORATION	JUNE/FREIGHT	124.02
BELLBOY CORPORATION	JUNE/LIQUOR	9,330.23
BELLBOY CORPORATION	JUNE/MISC-LIGHTERS, COOLERS	284.00
BELLBOY CORPORATION	JUNE/MIX	756.45

Liquor Store

BEVERAGE WHOLESALERS INC	JUNE/BEER		48,034.93
BEVERAGE WHOLESALERS INC	JUNE/LIQUOR		6,550.25
BEVERAGE WHOLESALERS INC	JUNE/MIX		254.00
BIGWOOD EVENT CENTER	2024 BIGWOOD OPERATIONS		62,000.00
BMO FINANCIAL GROUP	MAY MOOD PANDORA		62.44
BRAUN VENDING INC	JUNE SUPPLIES-WATER		42.00
BREAKTHRU BEVERAGE MINNESOTA	JUNE/FREIGHT		88.81
BREAKTHRU BEVERAGE MINNESOTA	JUNE/LIQUOR		5,264.25
BREAKTHRU BEVERAGE MINNESOTA	JUNE/MIX		69.97
BREAKTHRU BEVERAGE MINNESOTA	JUNE/WINE		1,356.00
CAYAN	JUNE 2024 MONTHLY SERVICE FEE		160.74
VIKING COCA-COLA BOTTLING CO	JUNE/MIX		900.90
BRANDON CURRIE	JUNE STORAGE RACK, BATTERIES		403.53
D-S BEVERAGES, INC.	JUNE/BEER		38,871.32
D-S BEVERAGES, INC.	JUNE/LIQUOR		2,710.50
D-S BEVERAGES, INC.	JUNE/MIX		481.08
D-S BEVERAGES, INC.	JUNE/THC BEVERAGES		1,933.71
DACOTAH PAPER CO	JUNE/SUPPLIES-BAGS		160.92
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE		19.60
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE		7,520.84
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE		7,520.84
FERGUS BREWING COMPANY LLC	JUNE/BEER		448.00
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE		25.42
THE HOME CITY ICE COMPANY	JUNE/FREIGHT	#7628240280	15.00
THE HOME CITY ICE COMPANY	JUNE/ICE	#7628240280	258.84
THE HOME CITY ICE COMPANY	JUNE/ICE	#7628240283	150.25
THE HOME CITY ICE COMPANY	JUNE/ICE	#7651240423	110.75
JOHNSON BROTHERS LIQUOR CO	JUNE/FREIGHT		819.46
JOHNSON BROTHERS LIQUOR CO	JUNE/LIQUOR		36,826.98
JOHNSON BROTHERS LIQUOR CO	JUNE/MIX		660.55
JOHNSON BROTHERS LIQUOR CO	JUNE/WINE		5,925.83
PAUSTIS WINE COMPANY	JUNE/FREIGHT		18.00
PAUSTIS WINE COMPANY	JUNE/WINE		575.50
PHILLIPS WINE & SPIRITS CO	JUNE/FREIGHT		734.31
PHILLIPS WINE & SPIRITS CO	JUNE/LIQUOR		21,492.05
PHILLIPS WINE & SPIRITS CO	JUNE/MIX		616.45
PHILLIPS WINE & SPIRITS CO	JUNE/WINE		10,316.42
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES		486.82
SOUTHERN GLAZER'S OF MN	JUNE/FREIGHT		329.14
SOUTHERN GLAZER'S OF MN	JUNE/LIQUOR		16,072.84
SOUTHERN GLAZER'S OF MN	JUNE/MIX		124.00
SOUTHERN GLAZER'S OF MN	JUNE/WINE		1,893.27
SUMMIT COMPANIES	MONITORING 06/01-08/31/24		83.00

Liquor Store

VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	78.32
WEX	MAY FLEX/HSA PART FEE	18.98
	F U N D T O T A L	297,995.11

Refuse Disposal

BMO FINANCIAL GROUP	APRIL DISPOSABLE GLOVES	34.20
BMO FINANCIAL GROUP	MAY DRUG TESTING	11.36
WASTE MANAGEMENT	06/01-06/15/24 PRO SERVICES	10,038.68
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	57.46
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	12,667.22
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	14,417.70
EQUIPMENT FUND	JULY EQUIPMENT RENT	46,971.08
FASTENAL COMPANY	JUN REFUSE SAFETY VENDING	70.16
METRO SALES, INC	05/18-06/17/24 COPIER RENT	16.56
METRO SALES, INC	05/18-06/17/24 COPIER USAGE	15.04
OTTER TAIL COUNTY TREASURER	MAY TIPPING FEES	107,354.79
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	1,746.52
REVTRAK INC	MAY 2024 CR CD FEES	4,269.48
SHERWIN WILLIAMS CO	JUN BROWN DUMPSTER PAINT	105.99
SIGELMAN STEEL & SALVAGE CO	JUN STEEL FOR COMPACTOR REPAIR	599.50
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	23.11
WEX	MAY FLEX/HSA PART FEE	22.44
	F U N D T O T A L	198,421.29

Sewage Treatment

ADMINISTRATOR'S CONTINGENCY FD	JUNE TRAVEL ADVANCES	250.00
AQUAFIX INC	JUNE QWIK ZYME L (55-GAL DRUM)	3,927.46
BMO FINANCIAL GROUP	APRIL DISPOSABLE GLOVES	34.20
BMO FINANCIAL GROUP	MAY BB BATTERY 12V AGM	68.71
BMO FINANCIAL GROUP	MAY DIGITAL MULTI METER FUSE	11.69
BMO FINANCIAL GROUP	MAY DRUG TESTING	8.52
BMO FINANCIAL GROUP	MAY HOTEL ROOM FOR MPCA TYPE 4	118.65
BMO FINANCIAL GROUP	MAY JUMPER CABLE/WIRE WHEEL	45.98

Sewage Treatment

BMO FINANCIAL GROUP	MAY KEROSENE	49.76
BMO FINANCIAL GROUP	MAY MEAL FOR MPCA TYPE 4 CLASS	50.17
BMO FINANCIAL GROUP	MAY MPCA TYPE 4 CLASS GAS	16.00
BMO FINANCIAL GROUP	MAY PIPE GLUE/CEMENT KIT	17.28
BMO FINANCIAL GROUP	MAY SOLID STATE IGNITION SOURC	139.71
BMO FINANCIAL GROUP	MAY UPS SHIPMENT	81.61
BMO FINANCIAL GROUP	MAY 1/2LB SOLDER/TINNING FLUX	40.63
CLIMATE MAKERS INC	JUNE WWP BOILER RELOCATION	25,000.00
CLIMATE MAKERS INC	MAY BOILER SYSTEM	2,300.00
COSSETTE ELECTRIC LLC	JUN CHECK PUMP TWO INOP TWO RI	184.00
COSSETTE ELECTRIC LLC	JUN HOOK UP ALARM COUNTRY MANO	138.00
COSSETTE ELECTRIC LLC	JUN TROUBLESHOT COLLEGE LIFT S	276.00
COSSETTE ELECTRIC LLC	JUNE PUMP AT WWP	301.45
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	37.18
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	8,009.70
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	8,009.70
EQUIPMENT FUND	JULY EQUIPMENT RENT	13,569.00
EXTRA PACKAGING LLC	JUNE 10X30 DEWATERING LINER	1,875.25
FASTENAL COMPANY	JUN S/S WING NUTS PER MATT L	54.12
FASTENAL COMPANY	JUN SEWER SAFETY VENDING	70.16
FERGUSON WATERWORKS #1657	JUN CREDIT 24" MANHOLE COVERS	1,047.36-
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	422.08
HAWKINS INC	JUNE CHLORINE/SULFUR CYLINDER	40.00
HOME DEPOT CREDIT SERVICES	JUN HAND TROWEL (CHAD D)	4.98
HOME DEPOT CREDIT SERVICES	JUN 40-WATT BULBS	4.98
LEWIS MOTOR REPAIR	MAY SAGINAW ENCLOSURE AT WWP	2,368.77
LOCATORS & SUPPLIES INC	JUN SAFETY HARNESS/LANYARD SEW	150.90
METRO SALES, INC	05/18-06/17/24 COPIER RENT	16.56
METRO SALES, INC	05/18-06/17/24 COPIER USAGE	15.03
MN VALLEY TESTING LABS INC	JUNE TESTING	979.75
N.D. SEWAGE PUMP & LIFT STAT.	JUN 30' ROTO FLOAT (MARCIA)	116.92
PLUNKETT'S PEST CONTROL INC.	JUNE SPRING/FALL EXTERIOR	383.06
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	4,897.41
RMB ENVIRONMENTAL LABORATORIES	JUNE ANALYSIS	1,468.53
REVTRAK INC	MAY 2024 CR CD FEES	4,269.48
SHANK CONSTRUCTORS, INC.	JUNE VALVE REPLACEMENT	10,285.00
SPEE*DEE DELIVERY SERVICE INC	JUNE SHIPMENTS	108.17
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	61.22
WEX	MAY FLEX/HSA PART FEE	10.07
	F U N D T O T A L	89,240.48

Water

ADMINISTRATOR'S CONTINGENCY FD	JUNE UTILITIES REFUNDS	203.17
AL'S REFRIGERATION, INC.	MAY AIR DRYER WIRE REPAIRED	160.00
BMO FINANCIAL GROUP	APRIL DISPOSABLE GLOVES	34.19
BMO FINANCIAL GROUP	APRIL NO TRESPASSING SIGNS	196.95
BMO FINANCIAL GROUP	MAY DRUG TESTING	9.94
BMO FINANCIAL GROUP	MAY MAINTENANCE SUPPLIES	83.21
BMO FINANCIAL GROUP	MAY WEED/GRASS KILL	40.28
BMO FINANCIAL GROUP	MAY 5 TIER FILE HOLDER	31.99
CORE & MAIN LP	JUN HYDRANT STOCK PARTS ORDER	6,366.06
CORE & MAIN LP	JUNE 2 PVC REPAIR CPLG GXG	151.20-
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	70.98
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	9,391.37
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	9,391.37
EQUIPMENT FUND	JULY EQUIPMENT RENT	5,183.83
FASTENAL COMPANY	JUN S/S HARDWARE ORDER PER CHA	29.53
FASTENAL COMPANY	JUN WATER SAFETY VENDING	70.16
FASTENAL COMPANY	JUN 1/4" HYD CHECK HARDWARE	16.34
FERGUSON WATERWORKS #1657	JUN REGISTER SEAL PINS	9.00
FERGUSON WATERWORKS #1657	JUN 26" VALVE BOX TOP SECTIONS	485.76
FERGUSON WATERWORKS #1657	JUN 3/4" METER GASKETS	24.44
FERGUSON WATERWORKS #1657	JUN 5/8X3/4" T10 R900I METERS	1,921.92
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	827.48
HAWKINS INC	JUNE CHEMICALS	12,029.11
HAWKINS INC	JUNE CHLORINE	2,279.85
HAWKINS INC	JUNE CHLORINE CYLINDER	20.00
METRO SALES, INC	05/18-06/17/24 COPIER RENT	16.55
METRO SALES, INC	05/18-06/17/24 COPIER USAGE	15.03
MIDCO DIVING & MARINE SERVICES	JUNE WATER RESERVIOR CLEANING	13,226.00
NATURES GARDEN WORLD	MAY ELBOW/CONNECTORS	25.92
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	22,000.00
JEFFERY OBRIGHT	JUNE IND BOOSTER PUMP	1,000.00
U.S. POSTMASTER	2024 USPS MARKETING MAIL	320.00
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	150.49
REVTRAK INC	MAY 2024 CR CD FEES	4,269.49
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	409.45
WEETOWN SERVICES LLC	JUNE STAINLESS SPLASH GUARDS	650.00
WEX	MAY FLEX/HSA PART FEE	26.56
	F U N D T O T A L	90,835.22

Storm Water

Storm Water

EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	2.70
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	327.15
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	327.15
EQUIPMENT FUND	JULY EQUIPMENT RENT	12,359.58
NORTHLAND TRUST SERVICES, INC.	SEMI-ANNUAL PAYMENT/INTEREST	9,450.00
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	40.01
WEX	MAY FLEX/HSA PART FEE	1.65
	F U N D T O T A L	22,508.24

Equipment

AMERICAN WELDING & GAS, INC	JUN ELECTRODE/SHIELD/TIP FAB S	285.15
AMERICAN WELDING & GAS, INC	JUN OXYGEN (CITY SHOP)	42.82
AUTO VALUE - FERGUS FALLS	JUN EXTRA LARGE TIRE PLUGS	22.79
AUTO VALUE - FERGUS FALLS	JUN GLOSS WHITE PAINT (SHOP)	23.98
AUTO VALUE - FERGUS FALLS	JUN GREASE SEAL UNIT 1192	13.99
AUTO VALUE - FERGUS FALLS	JUN OIL FILTER UNIT 1164	4.41
AUTO VALUE - FERGUS FALLS	JUN OIL FILTER UNIT 3048	6.10
AUTO VALUE - FERGUS FALLS	JUN STOCK AIR FILTER	30.80
AUTO VALUE - FERGUS FALLS	JUN STOCK FILTER ORDER	146.21
AUTO VALUE - FERGUS FALLS	JUN STOCK FILTERS AT PARK&REC	71.21
AUTO VALUE - FERGUS FALLS	JUN STOCK FITTING/FILTER	33.68
AUTO VALUE - FERGUS FALLS	JUN STOCK FITTINGS	51.78
AUTO VALUE - FERGUS FALLS	JUN TIRE SERVICE GAUGE	35.99
AUTO VALUE - FERGUS FALLS	JUN TRUCK TIRE GAUGE	14.99
AUTO VALUE - FERGUS FALLS	JUN 30/30 BRAKE CHAMBER (STK)	57.95
AUTO VALUE - FERGUS FALLS	JUN 5545 GLOSS WHITE PAINT	11.99
AUTO VALUE - FERGUS FALLS	JUN 9007 BULB (STOCK)	26.97
AUTO VALUE - FERGUS FALLS	MAY 4 HD CLAMP	7.99
BERTS TRUCK EQUIPMENT OF MHD	JUN TRUCK CRANE DECALS U-66	86.33
BMO FINANCIAL GROUP	APRIL NO TRESPASSING SIGNS	17.03
BMO FINANCIAL GROUP	MAY DRUG TESTING	4.26
BMO FINANCIAL GROUP	MAY GEAR LUBE, OIL	185.66
BMO FINANCIAL GROUP	MAY MIP INSPECTOR CERTIFICATIO	245.00
BMO FINANCIAL GROUP	MAY MOTOR FUEL/UNIT #459	29.30
BMO FINANCIAL GROUP	MAY M18 RED LITHIUM BATTERY	249.00
BMO FINANCIAL GROUP	MAY ON/OFF TOGGLE SWITCH	28.22
BMO FINANCIAL GROUP	MAY TUBELESS TIRE PLUGGER	47.98
BRENCO	JUN PRESS WASHER HOSE/SPRAYER/	559.39

Equipment

BRENCO	JUN PRESSURE WASHER QUICK COUP	78.63
CODE 4 SERVICES INC	2068 TEAR DOWN	352.80
CODE 4 SERVICES INC	2085 TEAR DOWN	411.60
CODE 4 SERVICES INC	2104 SQUAD SETUP	3,193.78
COSSETTE ELECTRIC LLC	JUN REPAIR COLLAR/CORD U-1191	274.84
EMPLOYEES INSURANCE TRUST FUND	JUN LIFE INSURANCE	27.04
EMPLOYEES INSURANCE TRUST FUND	JUNE HEALTH INSURANCE	5,339.61
EMPLOYEES INSURANCE TRUST FUND	MAY HEALTH INSURANCE	4,652.21
EQUIPMENT FUND	JULY EQUIPMENT RENT	1,833.33
EQUIPMENT FUND	RECEIPT JULY EQUIPMENT RENT	207,621.67-
FARGO FREIGHTLINER	JUN AXLE LIFT SWITCH UNIT 229	36.39
JOHN DEERE FINANCIAL	JUN GAS CAP UNIT 476	73.56
JOHN DEERE FINANCIAL	JUN SPRING LOCKING PIN/RING	23.70
FASTENAL COMPANY	JUN SHOP SAFETY VENDING	14.71
FASTENAL COMPANY	JUN SHOP SUPPLY VENDING	112.93
NAPA AUTO PARTS - FERGUS FALLS	JUN BEARING SET UNIT 66	140.14
HOME DEPOT CREDIT SERVICES	JUN CHAIN LINKS/COPPER CAP	47.69
HOME DEPOT CREDIT SERVICES	JUN QUICK LINKS (STK)	30.42
HOTSY MINNESOTA	JUN COPPER SPACERS/SEAL KIT UN	178.30
HOTSY MINNESOTA	JUN PLUNGER OIL SEALS 1164	30.68
HOTSY MINNESOTA	JUN UNLOADER VALVE U-1164	131.55
HOTSY MINNESOTA	JUN 10W40 PUMP OIL UNIT 1164	35.88
INTERSTATE BATTERY SYSTEM	JUN STOCK BATTERY ORDER	546.80
J J KELLER & ASSOCIATES INC	JUN TRUCK INSPECTION BOOKS	490.95
LAKEWAY EXPRESS LLC	JUN NON-OXYGENATED FUEL DELAGO	86.06
MTI DISTRIBUTING INC	JUN BEARING FLANGE/LOCK U-957	166.14
MTI DISTRIBUTING INC	JUN ELECTRIC ACTUATOR U-958	1,651.50
MTI DISTRIBUTING INC	JUN PARTS ORDER UNITS 957/958	1,488.30
MTI DISTRIBUTING INC	JUN RELAY/WHEEL GEAR U-957	115.80
MTI DISTRIBUTING INC	JUN VALVE ACT/COVER UNIT 958	145.54
MINNESOTA MOTOR COMPANY	MAY CAR WASHES	35.00
NORTH CENTRAL INTERNATIONAL	JUN FLANGE NUT UNIT 214	42.61
OLSON OIL COMPANY INC	JUN NON OXYGENATED FUEL PARK	75.56
OLYMPIC SALES INC	JUN GRIPPER CYL PIN/BUSHING	293.56
OLYMPIC SALES INC	JUN HOPPER DOOR TOGGLE CLAMP	281.62
POLICE DEPT CONTINGENCY FUND	2099 TABS	16.25
POLICE DEPT CONTINGENCY FUND	2107 TITLE ONLY	27.00
POMP'S TIRE SERVICE INC	JUN STCOK 255/70R22.5 TIRES	1,970.85
PRODUCTIVITY PLUS ACCOUNT	JUN V-BELTS UNIT 288	117.78
PUBLIC UTILITIES DEPARTMENT	JUNE PUBLIC UTILITIES	697.92
ROAD DOCTORS LLC	JUN GATE AUGERS UNIT 263	483.18
SIGELMAN STEEL & SALVAGE CO	JUN 1/4" ANGLE UNIT 501	10.00
SNAP-ON TOOLS CORPORATION	JUN TORQUE WRENCH (SHOP)	165.00

Equipment

SWANSTON EQUIPMENT CO	JUN BLADE KIT UNIT 959	575.10
SWANSTON EQUIPMENT CO	JUN OWNERS MANUAL UNT 487	172.74
SWANSTON EQUIPMENT CO	JUN PUB MANIFOLD UNIT 239	612.54
UNLIMITED AUTOGLASS LLC	JUN REPAIR CHIP IN WINDSHIELD	65.00
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	82.44
WALLWORK TRUCK CENTER F.F.	JUN AIR BRAKE 1/4" DOT UNIONS	32.61
WALLWORK TRUCK CENTER F.F.	JUN DRIVE AXLE BEARINGS U-214	119.57
WALLWORK TRUCK CENTER F.F.	JUN STRING GEAR SEAL KIT U-214	97.27
WEX	JUN EMPLOYER HSA CONTRIBUTION	83.33
WEX	MAY FLEX/HSA PART FEE	8.69
ZIEGLER INC.	JANUARY RETURN PUMP CORE	225.12-
ZIEGLER INC.	JUN CORE CREDIT WATER PUMP	610.96-
ZIEGLER INC.	JUN DRYER/SWITCH UNIT 294	215.21
ZIEGLER INC.	JUN REGULATOR/SEALS/CLAMP U243	183.34
ZIEGLER INC.	JUN WATER PUMP/SEALS UNIT 243	1,413.89
	F U N D T O T A L	176,527.84-

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT FOR JAN LIFE INSURANCE	2,830.28-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT FOR JUN LIFE INSURANCE	281.21-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT JUNE HEALTH INSURANCE	154,756.46-
EMPLOYEES INSURANCE TRUST FUND	RECEIPT MAY HEALTH INSURANCE	155,819.54-
LAKES COUNTRY SVC COOP	JULY HEALTH INSURANCE	173,318.56
SUN LIFE FINANCIAL	JUL LIFE INSURANCE	3,111.49
	F U N D T O T A L	137,257.44-

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	2,628.66
	F U N D T O T A L	2,628.66

PEG Access

PEG Access

BCBS OF MN & BLUE PLUS	AUGUST HEALTH INSURANCE	521.51
BCBS OF MN & BLUE PLUS	JULY HEALTH INSURANCE	521.51
BCBS OF MN & BLUE PLUS	SEPTEMBER HEALTH INSURANCE	521.51
BMO FINANCIAL GROUP	FORM 990 ONLINE FILING FEE	41.00
CINCINNATI INSURANCE COMPANY	2024 WORKERS' COMP INSTALLMENT	35.00
DAILY JOURNAL	APRIL/KIDS SCOOP-FFSP	135.00
DAILY JOURNAL	MARCH/KIDS SCOOP-FFSP	108.00
DAILY JOURNAL	MAY/KIDS SCOOP-FFSP	108.00
	F U N D T O T A L	1,991.53

Business Development for Fergus Falls

BMO FINANCIAL GROUP	MAY MANUFACTURER'S BREAKFAST	97.09
	F U N D T O T A L	97.09

Fergus Falls Convention and Visitor's Bureau, Inc.

BCBS OF MINNESOTA	JULY HEALTH INSURANCE	1,108.81
BMO FINANCIAL GROUP	APRIL EVENTS CALENDAR	96.02
BMO FINANCIAL GROUP	FORM 990 ONLINE FILING FEE	41.00
BMO FINANCIAL GROUP	MAY EVENTS CALENDAR	106.81
BMO FINANCIAL GROUP	MAY EVOLVE CREATIVE	300.00
BMO FINANCIAL GROUP	MAY GOOGLE ADVERTISING	1,441.02
BMO FINANCIAL GROUP	MAY INTERNET ON TABLET	35.54
BMO FINANCIAL GROUP	MAY SHIP VISITOR GUIDES	165.89
BMO FINANCIAL GROUP	04/29-05/28/24 INTERNET	46.99
BMO FINANCIAL GROUP	05/13-06/13/24 MAIL BUSINESS	7.50
A CENTER FOR THE ARTS	2024 SPONSORSHIP	1,000.00
	F U N D T O T A L	4,349.58

T O T A L A L L F U N D S	1,590,624.70
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7/01/2024

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

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

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 01 DAY OF JULY 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

7/01/2024

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

COMM OF FINANCE, TREAS DIV	36.92
OTTER TAIL COUNTY TREASURER	107,428.62
PRAIRIE LAKE MUNICIPAL SOLID	292.50
A-1 LOCK & KEY LLC	112.00
ARC DOCUMENT SOLUTIONS LLC	258.00
ADMINISTRATOR'S CONTINGENCY FD	1,623.25
AL'S REFRIGERATION, INC.	160.00
THE AMERICAN BOTTLING COMPANY	1,101.05
APCO INTERNATIONAL	960.00
VESTIS	883.24
AMERICAN WELDING & GAS, INC	327.97
AMERITAS	4,055.67
KELLY ANDERSON	3,800.00
AQUAFIX INC	3,927.46
ARTISAN BEER COMPANY	3,912.55
ATLAS OUTDOOR SERVICES LLC	1,947.50
AUTO VALUE - FERGUS FALLS	581.10
BAKER & TAYLOR INC	3,875.35
BDT MECHANICAL LLC	639.64
BELLBOY CORPORATION	10,494.70
CSG JANITORIAL	520.00
BERTS TRUCK EQUIPMENT OF MHD	86.33
BEVERAGE WHOLESALERS INC	55,152.68
BEYER BODY SHOP, INC.	560.00
BJORN'S HEATING & AIR COND INC	184.00
BCBS OF MN & BLUE PLUS	1,564.53
BCBS OF MINNESOTA	1,108.81
BMO FINANCIAL GROUP	19,520.57
BOLTON & MENK INC	60,865.35
BRAUN VENDING INC	42.00
BREAKTHRU BEVERAGE MINNESOTA	6,779.03
BRENCO	638.02
C&L EXCAVATING INC	394,257.74
JOEL CARLSON INC.	2,285.00
CAYAN	160.74
A CENTER FOR THE ARTS	2,875.00
CHARTER COMMUNICATIONS	182.95
CINCINNATI INSURANCE COMPANY	35.00
CLIMATE MAKERS INC	27,300.00
VIKING COCA-COLA BOTTLING CO	1,708.35
CODE 4 SERVICES INC	3,958.18
COMPUTER INFORMATION SYSTEMS	1,980.00
COOPERS TECHNOLOGY GROUP	65.50
CORE & MAIN LP	6,214.86
COSSETTE ELECTRIC LLC	1,174.29
BRANDON CURRIE	403.53
D-S BEVERAGES, INC.	44,533.24

7/01/2024

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

DACOTAH PAPER CO	2,303.75
DAILY JOURNAL	1,011.00
WASTE MANAGEMENT	10,038.68
DIAMOND VOGEL PAINTS	1,760.00
EXTRA PACKAGING LLC	1,875.25
FARGO FREIGHTLINER	36.39
JOHN DEERE FINANCIAL	259.69
FASTENAL COMPANY	836.76
FERGUS BREWING COMPANY LLC	448.00
F.F. AREA CHAMBER OF COMMERCE	500.00
FERGUS FALLS VOLLEYBALL	6,669.00
FERGUSON WATERWORKS #1657	1,393.76
GALLS LLC	349.35
NAPA AUTO PARTS - FERGUS FALLS	140.14
GOIN' POSTAL FERGUS FALLS	37.92
GOODIN COMPANY	181.66
GRAND FORKS FIRE EQUIPMENT LLC	51,277.40
GREAT PLAINS NATURAL GAS CO	2,138.20
NOAH GUTZ	86.09
HAWKINS INC	14,500.48
THE HOME CITY ICE COMPANY	534.84
HOME DEPOT CREDIT SERVICES	176.26
HOTSY MINNESOTA	376.41
HUMANA INSURANCE CO	29.03
INTERSTATE BATTERY SYSTEM	546.80
INTERSTATE ENGINEERING INC.	4,590.30
JK SPORTS	41.00
JOE'S HEATING & A/C LLC	814.50
JOHNSON BROTHERS LIQUOR CO	44,232.82
JOHNSON CONTROLS INC	1,474.95
JUST ADD WATER LANDSCAPE	238.83
J J KELLER & ASSOCIATES INC	490.95
ADAM KRAMVIK	95.35
L G EVERIST INC	415.30
LAKE REGION HEALTHCARE CORP	1,222.50
LAKES COUNTRY SVC COOP	173,318.56
LAKES EDGE WINDOW CLEANING LLC	3,175.00
LAKEWAY EXPRESS LLC	86.06
LEWIS MOTOR REPAIR	2,368.77
LOCATORS & SUPPLIES INC	150.90
M-R SIGN COMPANY INC	48.92
MTI DISTRIBUTING INC	3,567.28
MARCO TECHNOLOGIES LLC	1,584.15
MASTER'S MARTIAL ARTS ACADEMY	162.00
MEDTOX LABORATORIES INC	935.20
METRO SALES, INC	288.63
MIDCO DIVING & MARINE SERVICES	13,226.00

7/01/2024

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

MIDWEST PRINTING COMPANY	687.75
MINN-DAKOTA/OTTER TAIL COACHES	97.48
MINNESOTA MOTOR COMPANY	35.00
MN VALLEY TESTING LABS INC	979.75
MINNKOTA ENVIROSERVICES INC	47.20
NATURES GARDEN WORLD	5,187.07
NORTH CENTRAL INTERNATIONAL	42.61
N.D. SEWAGE PUMP & LIFT STAT.	116.92
NORTHLAND TRUST SERVICES, INC.	172,116.39
NYCKLEMOE & ELLIG, P.A.	7,450.00
JEFFERY OBRIGHT	1,000.00
OFFICE OF MNIT SERVICES	338.62
OLSON OIL COMPANY INC	75.56
OLYMPIC SALES INC	575.18
OTTER COVE CHILDREN'S	50.00
OTTER TAIL COUNTY DET-STS	2,307.50
OTTER TAIL CO. HISTORICAL SOC.	2,875.00
OTTER TAIL POWER COMPANY	1,628.51
OTTER TAIL TELCOM	564.95
PAUSTIS WINE COMPANY	593.50
PERRIN MOBILE MEDICAL SERVICES	180.00
PHILLIPS WINE & SPIRITS CO	35,156.18
PLUNKETT'S PEST CONTROL INC.	383.06
POLICE DEPT CONTINGENCY FUND	1,295.28
POLICE DEPT PETTY CASH	25.72
POMP'S TIRE SERVICE INC	1,970.85
U.S. POSTMASTER	320.00
PRECISION CATERING MINNESOTA	3,118.33
PREMIER ELECTRIC INC	11,426.88
PRODUCTIVE ALTERNATIVES INC.	12,500.00
PRODUCTIVITY PLUS ACCOUNT	117.78
PUBLIC UTILITIES DEPARTMENT	13,676.57
RMB ENVIRONMENTAL LABORATORIES	1,468.53
PAUL R. RATZ	21,330.00
REVTRAK INC	12,808.45
ROAD DOCTORS LLC	483.18
NAOMI RAMONA SCHLIESMAN	300.00
SHANK CONSTRUCTORS, INC.	10,285.00
SHERWIN WILLIAMS CO	659.87
SHORT ELLIOTT HENDRICKSON INC	53,280.00
SIGELMAN STEEL & SALVAGE CO	747.50
SIGNWORKS SIGNS & BANNERS INC	890.00
SNAP-ON TOOLS CORPORATION	165.00
SHI INTERNATIONAL CORP	4,627.00
SOUTHERN GLAZER'S OF MN	18,419.25
SPEE*DEE DELIVERY SERVICE INC	108.17
STELLA'S FF LLC	3,500.98

7/01/2024

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

STREICHER'S INC	1,565.76
SUMMIT COMPANIES	587.25
SUN LIFE FINANCIAL	3,111.49
SWANSTON EQUIPMENT CO	4,160.38
KEVIN J SWENSON	7,569.00
UGSTAD PLUMBING INC	215.00
UNLIMITED AUTOGLASS LLC	65.00
USABLE LIFE	81.40
VERIZON WIRELESS	2,589.50
WALLWORK TRUCK CENTER F.F.	249.45
WADENA ASPHALT INC	1,146.00
WEETOWN SERVICES LLC	650.00
WEX	2,970.49
WIMACTEL INC	99.00
WORKSRIGHT SOFTWARE, INC.	7,968.00
CARL J. ZACHMANN	10,000.00
JEFFREY ZACHMANN	10,000.00

TOTAL OTHER GOVERNMENT 107,758.04

TOTAL OTHER VENDORS 1,482,866.66

TOTAL ALL VENDORS 1,590,624.70