



City Council Agenda
July 15, 2024
5:30 pm in the City Council Chambers

Invocation – Pastor Eric Uggerud, Cornerstone Church
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
- C. Awarding of Bids
- D. Petitions and Communications
 - 1. Resolution acknowledging the retirement and 25 years of service from Kevin Oehler
 - 2. Charter Commission Report
 - 3. Proclamation for Parks and Recreation Week
- E. Consent Agenda
 - 1. Motion approving the minutes from the July 1, 2024 City Council meeting and the July 10, 2024 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution approving and authorizing signatures on a memorandum of understanding with the Local #248 Union
 - 4. Resolution accepting the Civic Systems, LLC proposal and authorizing signatures on the contract
 - 5. Resolution approving the purchase of a bulldozer for the landfill
 - 6. Resolution accepting Interstate Engineering’s professional services proposal for final design in the amount of \$112,610 for City Project 5961, the Junius Avenue reconstruction project
 - 7. Resolution certifying election judges for the August 13, 2024 Primary Election
 - 8. Resolution accepting an additional \$5,000 grant from WCI for Welcoming Communities action work
 - 9. Resolution declaring fire equipment as surplus and authorizing its disposal
- F. Ordinance and Resolutions
 - 1. Resolution approving the sale of the 2024A Bonds- Financing the aquatic center, DeLagoon Park improvements and street improvement projects
 - 2. First reading of Ordinance 58, Eighth Series, Cannabis Zoning
- G. Presentation of Claims \$2,168,978.27

H. Old Business/Unfinished Business

I. New Business

J. Miscellaneous Announcements

July 30-August 13 Mayor and City Council filing period

July 31 7:00 am Committee of the Whole meeting

August 5 5:30 pm City Council meeting

August 13 Primary Election Day. Polls open 7 am-8 pm

K. Adjournment

If you have special needs for accommodations, please call 218-332-5436 or TDD 1-800-627-3529 (Minnesota Relay Service).

RESOLUTION #___-2024
RETIREMENT OF KEVIN OEHLER

WHEREAS, Kevin Oehler has submitted his intent to retire effective August 2, 2024, and,

WHEREAS, Kevin was hired as a refuse carrier on August 30, 1999 and,

WHEREAS, on December 17, 2001 he transferred to a loader operator at the burner and,

WHEREAS, on March 3, 2004 he became a light equipment operator and,

WHEREAS, on April 20, 2015 Kevin moved to the position of recycling driver, a position he has held since that time,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept the resignation of Kevin Oehler and thank him for 25 years of dedicated service as an employee to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on July 15, 2024, by Council Member ___ who moved its adoption, was seconded by Council Member ___ and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

Charter Commission Members: Mark "Sparky" Hovland (Chair), Chuck Hanson (Vice Chair), Tim Brennan (Secretary), JoEllen Thacker, MaryJo Igelstad, Kris Svingen, Dave Prazak, Sarah Duffy, Dick Felstul, Desta Hunt, Gary Nelson, Duane Henry, Eric Shelstad, Al Frank

July 10, 2024

Honorable Mayor and Council Members,

The Charter Commission met on Tuesday July 9th to discuss the vacancy in the third ward. After much discussion, the commission is not recommending any changes to the Charter at this time. Furthermore, the commission feels that the language in the Charter specifically states that the council is to appoint a person to the vacant seat "forthwith." This means without delay, and not waiting until the general election this fall.

The commission is very concerned that this position needs to be filled to insure continuity in city operations. The reasoning behind this is; if other council members were unable to attend meetings, this could affect the ability to get the required votes to pass resolutions or ordinances. This could impede the ability to conduct city business.

The commission will be looking more closely at Charter language on vacancies at future meetings.

Sincerely,

Mark Hovland

Charter Commission Chair



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

Proclamation Declaring July as Park and Recreation Month

WHEREAS parks and recreation is an integral part of communities throughout this country, including in the City of Fergus Falls and

WHEREAS parks and recreation promote health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS parks and recreation promote time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS parks and recreation encourage physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS park and recreation programming and education activities, such as out of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS parks and recreation increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the City of Fergus Falls recognizes the benefits derived from parks and recreation resources.

RESOLVED, I, Benjamin Schierer, Mayor of the City of Fergus Falls, Minnesota, do hereby designate the month of July 2024 as Park and Recreation Month in the City of Fergus Falls.

City Council Minutes
July 1, 2024

The Fergus Falls City Council held a regular meeting on Monday July 1, 2024, at 5:30 pm in the City Council Chambers. Pastor Kate Bruns gave the invocation, and the Pledge of Allegiance was recited.

Council member Kvamme said he made a poor wording choice at the June 17 meeting that led to disruption and he apologized for his comment.

Mayor Schierer called the meeting to order at 5:32 pm and the following council members were in attendance: Fish, Job, Kvamme, Rufer, Kremeier and Hicks. Rachels was absent.

Open Forum

Jacob Buettner thanked the council for their work to represent the community. He spoke about tying government ethics into the council's decision-making process, how elected officials should act when making decisions on behalf of their constituents, and when they should step back to avoid personal bias and favoritism.

Mark Leighton spoke about the council vacancy process and his opinion the council should have cast five votes for Mike Mortenson to fill the vacant council position citing the council needs more constitutionalists and conservatives. He urged the Charter Commission to recommend any future council vacancies be filled by a public vote.

Approval of the Agenda

A motion and second were made by Fish and Kremeier approving tonight's agenda with the addition of a Pathways to Policing grant award to the Police Department on the consent agenda and the motion carried.

Property Tax Rebates

Two properties have applied for a property tax rebate. The home at 522 E St Charles is a Habitat for Humanity project valued at \$210,000. The home located at 701 Damika Drive was inadvertently missed in the 2021 application process and has a current value of \$601,300. Klara Beck asked the council to consider this home in the rebate process as the 2021 value was lower than the \$400,000 threshold the council recently implemented. The hearing opened at 5:45 pm. As no one appeared, the hearing was closed. Rufer offered **Resolution #125-2024** approving a property tax rebate for 522 E St Charles Avenue, which was seconded by Fish and was adopted. Kvamme offered **Resolution #126-2024** approving a property tax rebate for 701 Damika Drive, which was seconded by Rufer, and was defeated when the resolution failed to get five affirmative votes. Voting in favor were Fish, Kvamme and Rufer. Voting in opposition were Job, Kremeier and Hicks.

Consent Agenda

The following items were approved under **Resolution #127-2024** by Hicks: A motion approving the open and closed meeting minutes from the June 17, 2024, council meeting and work session. A motion approving a Mechanical license for Precise Refrigeration, Heating & A/C. **Resolution #128-2024** approving budget adjustments. **Resolution #129-2024** approving a variance to reduce the required front yard setback at 1022 Cleveland Avenue. **Resolution #130-2024** approving a variance to erect an accessory structure in the front yard of a corner lot at 1224 Greenfield Avenue. **Resolution**

#131-2024 accepting a \$4,280 donation from West Central Initiative for the Fergus Falls Public Library's Neighbors Together project. **Resolution #132-2024** approving an amended contract for a Pathways to Policing grant to allow eligibility for an additional police officer. The resolution was seconded by Job and was adopted.

Letter of Intent for Pebble Lake Golf Course

In November of 2023 the council directed staff to prepare an RFP process for golf course management/operations. On December 4, 2023, the council extended the lease and management agreement with the Pebble Lake Golf Club (PLGC) through the end of 2024 and delayed the RFP process until July 2024. At that meeting, a large group of golf course supporters voiced their opinion that the course should remain locally run, financial and volunteer efforts to make improvements to the course and their adamant wish it remains a public golf course. A subcommittee has been meeting to work on the terms of the extended lease agreement, discuss the future of the course and how to make a transfer in ownership from the city to the golf club. On June 17, 2024, the council held a closed meeting to discuss terms of a letter of intent submitted by the PLGC and when the council reconvened to an open meeting they passed a motion suspending the RFP process.

Some terms from the letter of intent include: the purchase price is \$1.00, and it is to be sold as is and must continue to be operated as a championship golf course and driving range open to the public for at least 50 years. All equipment and property become the property of PLGC. The PLGC will update and replace the irrigation system, purchase additional equipment and remodel the clubhouse to a year-round structure within 5 years at an estimated cost of \$1 million. No development or sale of property can take place as it must remain a public golf course. Complementary uses to a golf course can be provided if the primary purpose of those improvements is related to the golf course. If the covenants of the sale are breached or if the PLGC fails to maintain the course as set forth in the agreement, it reverts to the city. The PLGC cannot encumber property by liens or mortgages that exceed 33% of the tax assessed value at any time. The city will pay the PLGC \$500,000 (\$50,000 a year over a ten-year period) to support youth recreational programming as allowed by MN Statutes 471.15 to 471.19 and the property will become taxable to the PLGC upon the sale.

The council had questions about the 50-year period and the City Attorney explained the letter of intent is meant to be a document showing they want to negotiate in good faith and the time frame would be addressed in the Purchase Agreement and Development Agreements. Kremeier spoke about his preference to see the golf course permanently remain open to the public, the importance of involving youth golfers, the importance of the course to residents and visitors and the monetary gifts and volunteer hours the current management and members have provided over the years. Fish complimented staff on their focus to spark interest in young golfers and their growing youth program.

DuWayne Cookman felt selling a property valued at \$3 million plus the \$1 million of improvements being proposed to sell for \$1.00 "stinks of inside work" and questioned what the residents of the community gain by this transaction. He advocated that other management proposals should have been sent out. Mayor Schierer said as a non-profit organization, the golf board will be investing their profits back into the course and he spoke about the loud public outcry from the membership to keep the course locally owned when the city considered an RFP process last year. He felt the city contributing \$50,000 a year for ten years for youth recreational opportunities is a good investment into the future of the golf course and community. The city is currently budgeting \$44,000 annually for the city's golf course budget. Those funds are used for staffing if repairs are required or to help purchase

equipment. The city also pays for property insurance. Schierer clarified the golf course does not have \$3 million in value as it cannot be sold to a developer and its restriction to public use. Hicks agreed the Pebble Lake Golf Club has a vested interest in maintaining the property as a public course. The membership wants to grow the business, improve the clubhouse, and add amenities such as a golf simulator but they are encumbered by the city owning the property. They have many issues to be addressed and private donors willing to step in and help pay for improvements if it stays a public golf course. He complimented the board's focus on growing the youth program, hard work to turn their operations around and to providing a nice dining destination with Palmer's restaurant.

Cookman said only a small sector of the community benefits from the golf course and felt the council should work for the whole community by pursuing a higher offer. He alleged the city also provided an unfair deal on the property owner and developer at 801 W Stanton property. Kremer did not agree there is a correlation between the transactions between the golf course and the housing development project on Stanton Avenue. Mark Leighton spoke in favor of the golf board taking over the management of the course but wanted stronger language to ensure it remains a public golf course and cannot be sold to a private entity. Cecilie Cookman asked why the city doesn't sell property by awarding a bid. She has heard the golf board is doing a good job, but asked if that warrants giving them a \$4 million asset for \$1.00. She suggested the city sell the property and use those profits to help residents pay the fees the city imposes. She felt the golf members have deep pockets asked if "better attorneys" can challenge the language. The City Attorney opined the agreement must be followed, spoke about the covenants that bind the terms of the agreement when it is recorded and the city's ability to use the court system to enforce the language if necessary.

Rufer felt Ms. Cookman's comments were misleading, and the city is not losing a \$4 million property. This is a specialized niche real estate transaction that few people would be interested in pursuing. When the city considered an RFP process last year, many members of the golf course came to the city council meeting to voice their disapproval. The council saw the passion in the membership to keep the course management local and to remain a public course for generations to come. If the management were to be out for proposals it could drastically change the current structure which no one is seeking. Fish commented that the golf course is not making money and is not worth \$4 million as suggested. Kvamme said the sub-committee focused on limiting the risk to the city and remaining a public amenity for generations. The city's \$50,000 annual contribution is reasonably close to what the city is currently budgeting and there is no appetite for the council to invest more in the facility whereas the golf board is willing to make that investment. Hicks offered **Resolution #133-2024** accepting the Letter of Intent from the Pebble Lake Golf Club and directing staff and the City Attorney to prepare a purchase agreement, which was seconded by Rufer and was adopted.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$1,590,624.70, which was seconded by Kvamme and was adopted.

The meeting adjourned at 6:29 pm

Lynne Olson

Committee of the Whole
July 10, 2024

The Fergus Falls City Council met as a Committee of the Whole on July 10, 2024, at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order, and the following council members were in attendance: Job, Kvamme, Rufer, Kremeier, Rachels and Hicks. Fish was absent.

Memorandum of Understanding with Local Union #248

Earlier this year the Fergus Falls Police Department promoted two sergeants to the position of lieutenant. The Local #248 Union representing these employees wants to create a memorandum of understanding to identify the new positions and acknowledge their coverage within the bargaining unit. This temporary agreement will expire at the end of the year as the city will be entering a contract year. A motion and second were made by Job and Rachels to recommend the council approve signing this memorandum of understanding with the Local #248 Union and the motion carried.

Ordinance 58, Cannabis Zoning

The city has been working on a zoning ordinance allowing cannabis sales for several months. After the council did not obtain the five affirmative votes necessary to allow cannabis retail sales in a B-6 zone on June 17, several council members asked staff for an amendment that would more closely mirror the Planning Commission's recommendation to allow retail sales in a B-3 zone with a conditional use permit (CUP) and to instill a buffer to not allow these sales within 250 feet of any public or private school, daycare, residential treatment facility or any other cannabis business. After meeting with the Council Cannabis Committee, Chief Bergren proposed an ordinance to allow sales in a B-3 (or downtown) zone with an interim use permit and in the B-6 zone or in the industrial zones with a conditional use permit.

Last month the state provided a guide for local governments on adult-use cannabis and on June 24 the Office of Cannabis Management opened the application process which includes a lottery system and preference to applicants with social inequities. The City of Fergus Falls must issue at least one license since our population exceeds 12,500. Although each city is allowed to address zoning, the county is developing a model ordinance to address registration laws. The city will decide on hours of operation, the number of allowed licenses, the registration ordinance, and building and fire codes to address cannabis business concerns. Bergren reiterated the necessity of our city deciding on the zoning ordinance or the implication to the community of having no authority over the zoning at all. Klara Beck spoke about the need to have fairness in the city's zoning and at least one zone needs to allow these sales without an interim use permit. Rufer thanked staff for their work on this ordinance, commented on public sentiment to allow cannabis sales, and spoke in favor of the interim use permit compromise. Kvamme spoke about the burden this new legislation places on cities, credited our staff for being proactive in addressing this issue, and the city's ability to choose the parameters and number of licenses for the registration process. Rachels advocated allowing retail sales in a B-6 zone with no conditional use permit. A motion and second were offered by Hicks and Rachels to recommend the council hold a first reading of the amended ordinance on July 15 and the motion carried. Rufer left the meeting at 7:28 am.

City Information Technology System

The city's current IT system was created and internally maintained for the past 40 plus years by a city employee that has retired. Without this staff and support, the city has decided it is time to replace

and update the system. Staff looked at multiple demos and are recommending Civic Systems LLC. Finance staff members commented on the internal efficiencies the system can offer with staffing, and the need to move into an online system that will provide better customer service options for our residents including a mobile app. The modals included within this proposal are: accounts payable with ACH, accounts receivable, cash receipting, community development (including building permits, code enforcement, field inspections, planning and zoning), fixed assets, general ledger (for accounting, budgeting and financial reporting), a department head dashboard, payroll, project accounting, special assessments, utility billing. Staff proposed adding business and animal licensing to the modals, which would add an additional \$12,000. Civic Systems will help the city with implementation, data migration for the past 3-5 years and training. If the council is in favor of the proposal, the new system would be implemented 12-18 months from the signing of the contract.

The cost of the new system includes the license fee, purchase price, one time conversion/setup, and training for a total cost of \$235,000, which can be paid over three years. Travel costs for the training and conversion would be an additional \$10,241 and an annual hosting, update and support free of \$45,775 after the system has been implemented. The city's current annual budget for the existing system is \$44,200, which will end and can be applied to the new system's annual fee. The city also annually budgets \$36,000 for system replacement and did not backfill an IT position vacated earlier this year. The city would use the general fund and enterprise funds to help fund the expense. Hicks agreed it was time for the city to move forward with a new system, asked several questions and offered a motion that was seconded by Kvamme to recommend the council accept the Civic Systems, LLC proposal and authorize signatures on the contract and the motion carried.

Landfill Equipment Purchase

Unit 280 is a 2002 track loader (bulldozer) at the landfill with nearly 9000 hours of use in its 20 years of service and getting parts has been problematic. Staff recommend the purchase of a 2025 Caterpillar Model 963 track loader to replace the aging unit. The purchase price is \$438,382.16 which reflects a state contract price discount of \$137,276.88 and a trade-in credit of \$34,000. The purchase is planned and budgeted for 2024 and would be delivered in 6 months. A motion and second were made by Hicks and Rachels to recommend the council approve the purchase of a new track loader for the landfill and the motion carried.

CP 5961- Junius Avenue Reconstruction Project

Interstate Engineering provided a professional engineering services proposal for final design of City Project 5961, the Junius Avenue reconstruction project in the amount of \$112,610. Staff will soon have completed plans and specifications and will go seeking approval to advertise for bids. The city would like to start the project this year, but offering flexibility with the contractors may give more favorable bids. A motion and second were made by Rachels and Job to recommend the council accept Interstate Engineering's professional services proposal for final design of CP 5961 in the amount of \$112,610 and the motion carried.

The meeting adjourned at 7:53 am.

Lynne Olson



Council Action Recommendation

Page 1 of 1

Meeting Date: July 10, 2024

Subject: MOU with Local 248 Union

Recommendation: Approve and sign memorandum of understanding.

Background/Key Points: The police department promoted two sergeants to the position of lieutenant. Local 248, the union representing the sergeants wanted to create a memorandum of understanding identifying the new positions and acknowledging coverage by their bargaining unit. Attached is a copy of the MOU which will expire at the end of the year. Any new language will be negotiated in the upcoming contract that will take effect on the first of the year.

Budgetary Impact: None.

Attachments: Memorandum of Understanding with Local #248 Union

Originating Department: Public Safety

Respectfully Submitted: Kile Bergren, Chief of Public Safety

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made by and between the City of Fergus Falls ("Employer") and Law Enforcement Labor Services Inc. Local # 248 ("Union").

WHEREAS, the Employer established a Lieutenant position within the Fergus Falls Police Department; and

WHEREAS, The new Lieutenant position is an essential position and it is supervisory, and therefore is within Article 2.1 Recognition Clause in the parties' collective bargaining agreement; and

WHEREAS, the parties desire to clarify certain components of the Lieutenant position,

NOW, THEREFORE, all parties hereto understand as follows:

Effective March 31, 2024, the following shall apply:

1. For Employees promoted to Lieutenant in 2024, their hourly pay rate shall be the equivalent of an increase of 2.4% above C52 Step 8, with final placement negotiated in future contract.
2. Employees promoted to Lieutenant are considered non-exempt employees under the Fair Labor Standards Act.
3. For 2024, Employees promoted to Lieutenant may accrue up to 35 hours of compensatory time. All hours remaining in the Compensatory time bank will be paid out per Article 8.1
4. For 2024, Employees promoted to Lieutenant will not receive additional premium pay for night differential, SWAT or Investigations
5. Employees promoted to Lieutenant will serve a one-year probationary term per Article 13
6. The remainder of the current labor agreement is applicable to the Employees promoted to Lieutenant

II. Entire Understanding

This MOU constitutes the entire understanding among the parties hereto. No representations, warranties, covenants, or inducement have been made to any party concerning this MOU, other than the representations, covenants or inducements contained and memorialized in this MOU. This MOU supersedes all prior negotiations, oral and written understandings, policies and practices with respect thereto addressing the specific matter addressed in this MOU.

III. Waiver of Bargaining

While this MOU is in full force and effect, Employer and Union each voluntarily and unqualifying waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to the express subjects or matters included in this MOU.

IV. Limitations

This MOU is intended for the sole and limited purpose specific herein. This MOU cannot be construed to be, nor does it constitute or establish any admission of the Employer, precedent, past practice or otherwise place any prohibition or limitation on any management right of the Employer except as otherwise prohibited or limited by the express terms of this MOU. The Employer expressly reserves the right to exercise its management rights without limitation unless otherwise limited by this MOU.

V. Amendment or Modification

This MOU or any of its terms may only be amended or modified by a written instrument that: (1) expressly states it is amending or modifying the MOU; and (2) is signed by or on behalf of all parties hereto or their successors in interest.

VI. Voluntary Understanding of the Parties

The parties hereto acknowledge and agree that this MOU is voluntarily entered into by all parties hereto as the result of arm's-length agreement during which all such parties were represented.

This MOU is effective March 31, 2024.

IN WITNESS HEREOF, the parties hereto have made this MOU on the latest date affixed to the signatures below.

CITY OF FERGUS FALLS
SERVICES Inc.

FOR LAW ENFORCEMENT LABOR

Its Mayor



Its Business Agent

Date: _____

Date: 6-21-24

Its City Administrator

Union Representative, Local 248

Date: _____

Date: _____



Council Action Recommendation

Page 1 of 2

Meeting Date: July 10, 2024 – Updated for July 15, 2024

Subject: City Information Technology System

Recommendation: Approve the proposal from Civic Systems, LLC for a new information technology (I.T.) system.

Background/Key Points:

The City of Fergus Falls currently has an I.T. system that was internally created and internally maintained over the last 40 plus years by the City's I.T. Department. The system has served the City well for all these years. The City no longer has continuous support for the current I.T. system due to retirements, therefore it is time to replace and update the system.

We started the search for a new I.T. system by contacting other Minnesota cities that had recently implemented new systems. We traveled to a city with a population of 20,000 and reviewed the Civic System at their City Hall. We were very impressed with the function of the system. We then moved on to request a demonstration of the Civic Systems as well as BS & A Software system. Civic Systems is a web-based application and best matches the operations of the City of Fergus Falls.

The next step in the process was to receive demonstrations of individual modules for specific City departments. We were pleased with the functionality across the modules and the improved service this will provide for the residents with an on-line portal for resident access. The modules included within the proposal are as follows:

- Accounts payable with ACH
- Accounts receivable
- Cash receipting with import
- Community development (building permits, code enforcement, approvals & notifications, field inspections, Community portal, planning and zoning)
- Fixed assets
- General ledger (accounting, budgeting, financial reporting)
- miViewPoint (Dept. Head Dashboard)
- Payroll
- Project accounting (including materials management – inventory)
- Special assessments
- Utility billing (includes community portal and ability of paperless billing)

In addition, I recommend the City include the following optional modules within the initial implementation:

- Animal licenses
- Business Licenses (with Community Portal)

Civic Systems will assist the City with implementation, data migration and training to operate the new system. The time frame for implementation is 12-18 months from the signing of the contract. Data will be migrated to the new system, and we will retain limited years of data (to be determined). All City departments will work in stages with Civic Systems to share their business processes and learn the new system over a period of 1 – 2 months. When the system is complete, the City will run the existing and new systems concurrently for quality assurance prior to the final switch to the new system.

The city residents/public should experience improved service as the new system will provide better online access to accounts, payment/permit history and provide online communication tools. The system will be housed, updated and backed up by the vendor, therefore providing efficiencies for City staff.

Budgetary Impact:

License fee/purchase price	\$136,500
One-time conversion/setup	67,000
Training/Onsite assistance	<u>31,500</u>
Total w/out support	\$235,000 (\$78,333 per year)

Note: Civic Systems is providing the option to pay over 3 years without interest.

Travel costs (not to exceed)	\$ 10,241
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Annual fees:

Hosting, updates and support	\$ 45,775 (effective after implementation)
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The cost of the system will be funded through the General Fund and Enterprise Funds.

The current budget includes annual expenditures of about \$44,200 associated with the existing system that will end and can be applied toward the Civic Systems annual fees. The City also currently budgets about \$36,000 annually for system replacement, which can be reduced or applied elsewhere. In addition, early in 2024 the Systems Analyst left the employment of the City and due to the potential new system, the position will not be replaced.

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments: Civic Systems, LLC proposal

**Computer Software and
Conversion Services Proposal**
City of Fergus Falls
Prepared by Civic Systems, LLC



civicsystems

strong software, strong community

A SUBSIDIARY OF BAKER TILLY US, LLP

Civic Systems, LLC
4807 Innovate LN
P.O. Box 7398
Madison, WI 53707-7398
Phone: 888.241.1517
Fax: 608.249.1050
mlaesch@civicsystems.com
www.civicsystems.com

June 17, 2024

TRANSMITTAL LETTER

COMPONENTS OF SUCCESS 1

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TRANSMITTAL LETTER

June 17, 2024

City of Fergus Falls
112 W Washington Avenue
Fergus Falls, MN 56537

Dear Bill, Dan and Sandy:

It has been great speaking with you about the possible future software needs of the City of Fergus Falls. We are pleased to have this opportunity to submit our software solutions to you. Our proposal is based on your request for information and our prior experience in providing these services to clients with similar needs.

Civic Systems, LLC (Civic) has the experience and resources necessary to meet your needs and assist you with this very important project. We would like to highlight several factors that distinguish Civic from other firms.

Full Service Firm

Civic provides a full range of software services specifically developed for cities and municipal utilities to over fifty new clients every year. These services include total turnkey software solutions. We are committed to enabling our clients to print utility bills, accounts payable checks, payroll checks, and monthly reports immediately after leaving our training facility. This process eliminates or minimizes the need to run parallel systems.

Experience

We understand the demands on your time and the pressures you face. This understanding comes from our continuing relationship with over 250 municipalities and 300 utilities throughout the Midwest. Our team includes CPAs, trainers with over twenty years of training experience, and quality help desk analysts ready and waiting to answer your every question. Civic is a subsidiary of Baker Tilly US, LLP (Baker Tilly). Baker Tilly is one of the top 15th largest accounting and consulting firms in the United States and prides itself on its public sector practice that includes over 150 full time, fully dedicated public sector practitioners. This unique and strong Civic/Baker Tilly relationship allows us to provide unmatched public sector expertise.

Depth of Resources

Our project team members all have extensive software experience. All team members are available at any time for consultation. Our quality products and service will provide you with information you need to make timely and accurate management decisions, while meeting the needs of your customers.

City of Fergus Falls

June 17, 2024

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Commitment

Civic has a long-standing tradition and solid reputation of providing high quality services to municipal government. To illustrate that commitment, we have a separate practice group devoted entirely to serving municipalities and their utilities.

Timely Service

Our experience with software and conversion services allows us to provide a highly efficient and cost-effective transition from your legacy system.

We appreciate the opportunity to submit this proposal and welcome the opportunity to discuss specific aspects of it with you. The information included in this packet is valid for 90 days. If you have any questions or need additional information, please contact me at 888.241.1517. We look forward to working with you on this important project.

Sincerely,

CIVIC SYSTEMS, LLC

A handwritten signature in black ink, appearing to read "M Laesch", written in a cursive style.

Michael Laesch, Vice President – Business Development and Client Relations

ML

Enclosures

COMPONENTS OF SUCCESS

A successful software investment involves two critical components: the software itself and the conversion, education, on-site assistance and support services provided with the software.

Caselle's software suite, coupled with the strength and stability provided by Baker Tilly and Civic's years of experience and depth of knowledge, ensures that your software investment will retain its value through the years. Our role as your trusted advisors gives you the peace of mind of knowing that professional, 100% public sector focused CPAs and consultants will guide you along the path toward a successful software investment.

Each critical component of a successful software investment is briefly discussed on the following pages.

SOFTWARE

Over 14 years ago, Civic Systems entered into an agreement with Caselle, Inc. to represent their software throughout the Midwest. Caselle's software is the result of a long evolution that began in the 1950's as a part of a small CPA firm. Today, Caselle, Inc. provides fully integrated, true Windows-based financial and utility billing software to over 1,100 clients throughout the United States.

All conversion, education, on-site assistance and support services are provided out of Civic's Madison, Wisconsin headquarters.

Caselle's software, coupled with the public sector expertise of Civic and Baker Tilly, provide an unbeatable team to ensure a successful and long-lasting software investment.

CONVERSION

The success of any project usually depends on adequate up front planning. Software conversion is no different. From the first meeting until the last total is tested, an in-depth timeline and action plan will guide our progress.

Planning and Administration

Since planning is such a key element in the success of your conversion, an in-depth, pre-conversion working session will be held at your site to identify key individuals, discuss current processes and procedures, evaluate potential challenges and establish a project timeline. The timeline established will document our process, assist with staff availability planning, minimize your staff's duplication of effort and create a clean data cutoff for the conversion team.

Data Extraction

No one enjoys working overtime or weekends keying in data to new software. Let your staff completely avoid this time-consuming task by having Civic's conversion specialists quickly and accurately convert your data. Control "hooks" created from your current software allow us to map your data to the new software. In this way, existing data can be extracted, converted, tested, adjusted and finalized prior to your arrival for training. This process minimizes data clean up necessary to "go live". All you have to think about is learning the software while utilizing your own data.

Our proposed conversion services are listed on the following page.

The following outlines the conversion services to be provided for the core modules. Depending on the data integrity in the legacy system, below is our typical data conversion when converting from a legacy system.

Accounts Payable

- > Vendor Information
- > 3 years of invoice and check history (More Years Available)
- > Report preparation
- > AP check formatting

Cash Receipting

- > Setup receipt categories and corresponding GL accounts
- > Report preparation

General Ledger

- > Chart of Accounts
- > Financial statements
- > Report preparation
- > 3 years detail information (More Years Available)
- > 3 years of budget information (More Years Available)

Payroll

- > Employee information
- > Pay code setup
- > Current Year to Date Totals
- > Recalculate payroll to ensure data accuracy
- > Report preparation
- > Leave time balances
- > Paycheck formatting

Utility Billing

- > Customer information
- > Customer balances by service
- > Meter information
- > Location information
- > 13 months consumption History
- > Report preparation
- > Utility billing formatting
- > Recalculate bill run to ensure data accuracy
- > Setup rates and services

EDUCATION

Civic's Educational Services include individualized, hands-on instruction at our Madison, Wisconsin training facility. Our thorough, patient instructors guide you through all the software features necessary for effective use. At completion, you will immediately be able to begin using the software.

Classroom Training

Civic's four high-tech training classrooms in Madison, Wisconsin allow an excellent learning experience. Hands-on instruction along with in-depth training ensures maximum product comprehension. Product overviews and fun classroom games ensure that key objectives are learned.

Professional, Experienced Trainers

Our trainers have extensive software and industry knowledge and will help you apply it to your community. Our senior trainers have over twenty years of municipal software training experience. Their knowledge of municipal issues provides a strong foundation to help you with budgeting, utility billing and other community operations.

Structured, Yet Individual, Training

Our structured training curriculum clearly outlines course objectives and goals to help you maximize your learning experience. Your trainer will guide you through this well-planned process. Group sessions and one-on-one instruction aid in the learning experience.

Customized Learning Using Your Own Data

Custom reports and screens can be designed using your data. You will be able to immediately begin using the software at training completion.

Post Training Assistance

During the first 90 days following training, you are welcome to contact your classroom trainer for software support. This helps create a smooth transition, since your trainer will be aware of any unique issues discussed during training. After 90 days, our experienced customer support representatives will be able to effectively handle any support issues.

ON-SITE ASSISTANCE

During the initial use of your new software, it can be reassuring to have an expert at your side. Civic's on site service provides you with the comforting reassurance of an expert on site to answer questions, correct any mistakes, offer helpful suggestions and monitor the overall progress of your software transition.

SUPPORT

Support Center

The Civic Systems Support Center prides itself on timely and accurate support. Friendly, helpful representatives facilitate prompt issue resolution so your operations are not interrupted. All support calls are tracked and prioritized based on timing and urgency.

Support Center Objectives

Civic Systems Support Center's number one objective is responsive issue resolution. Every call is tracked and prioritized, based on urgency through our Customer Support Portal, which is accessible via the Internet, customers can view the status of a ticket at anytime, 7 days a week.

Methods for Requesting Service

You may contact the Civic Support Center by phone, fax or e-mail. Customers also have the option of submitting, canceling or adding more information to existing service tickets online through CIVIC's Customer Support Portal, which is accessible through the Internet. If the issue requires a more in depth look, we will access your data using PC Anywhere software.

Civic Systems Support Center Hours

Monday through Friday 7:00 AM – 5:00 PM Central Standard Time.
Saturday/Sunday – Please leave a message on the voice mail system for processing on Monday morning.

Annual Support Fees include:

- Unlimited, toll free telephone support for purchased CIVIC software applications.
- All software enhancements and updates.

Updates and Enhancements

Yearly updates are included in your annual support fee.

PRODUCTS SELECTED

The software products available for selection include:

Accounts Payable

Review, approve, verify and validate invoices while ensuring maximum use of vendor terms and discounts.

miExcel AP

Allows for easy import of expenses such as P Card information from the bank without reentering it manually.

Check on Demand

Quickly process a payment without setting up vendor information or writing a manual check.

Accounts Receivable

Manage customer accounts, invoicing, billing and payments with the Accounts Receivable module. You can create an unlimited number of billing categories with ease and flexibility.

Cash Receipting

From point of payment to the bank deposit, the cash receipting system provides user friendly daily cash control. This software registers and prints all receipts from individual workstations with full descriptions, distributions, change due and account balance.

Cash Receipting Import

Civic will establish an import file from your cash receipting to input customer payments.

General Ledger

Quickly and easily enter, inquire, review and report important financial information. Pre-defined journal entries, online management tools, customized reports, previous history and tracking project costs over multiple years are a few of the features you'll enjoy using.

miExcel GL

This module provides a direct connection to GL through Excel. Importing budgets, importing JE's and building custom reports has never been so easy.

miViewPoint Dashboard Reporting Tool

Gain real time access to pertinent financial, payroll, accounts payable and utility billing information on a browser look and feel with no training required and no limit on the number of system users.

miAP workflow

It doesn't matter if your AP process starts at a central location, within each department or both you will find our workflow system can handle your needs. Items are scanned and can be attached to multiple predefined customized workflow processes based on the department it is for, the dollar amount or a combination of both. Invoices can be coded at any step of the way through the final approval and once the final approval is made the images get attached into Account Payment and into miViewPoint for easy look up. If you are using Requisitions and Purchase Orders they can be handled within the workflow process also.

miBudget

Allows for Department Head budget entry with access to account information and previous budgets to actual. Budgets can be entered by line item and attachments and notes can be added. Once submitted the budget goes through a predefined workflow for approval.

miUtility Inquiry Portal

Access real-time resident information from any utility service address, including interface to GoogleMaps.

Payroll

Easy payroll processing and development of your own customized, comprehensive employee information system. Federal and state government reporting requirements are complied with while providing complete fund and departmental allocations.

Direct Deposit

Electronically transfer employee earnings to banking accounts.

Electronic Submittals

Create electronic submittals for your W2's and 1099's.

miPay

Allow employees to go paperless with their paystubs and W-2's. Employees can log in with user name and password from any computer with internet access to view their current and past paystubs and W-2's. Employees also have self service capabilities like filling out forms for a change of address or W-4 withholdings. Employees can also input time off requests which notifies their manager for approval or denial.

miExcel PR

Allows individuals or departments to fill out excel based time sheets electronically to import seamlessly into timekeeping or directly into payroll along with providing the ability to import files from a time clock system. This module eliminates re-keying hours and provides additional functionality such as importing of steps and grades from Excel, easily update pay schedules from Excel, along with providing export capabilities for Rates, Pay Codes, GL by pay periods and benefit info.

miTime

Allow employees to enter payroll hours over the web. Submitted time then goes through a predefined approval process to ensure accuracy. This module can eliminate the paper headache of the payroll process.

Utility Billing

A comprehensive customer information system designed to address the unique challenges faced by municipal utilities. Features such as rate calculation computation, multiple project meter database, and consolidated master meters allow your utility to customize the product based on your needs.

ACH Direct Pay

Customers automatically pay their utility bills from their checking or savings account.

Electronic Read Interface

Importing meter files is easy and hassle-free with the Electronic Read Interface. We are able to integrate all major hand held meter reading devices.

miExcel UB

Provides built in functions to easily update rates and services, change meters, export meter data and customer usage and provides revenue analysis functions.

Splitter

When utility bills are run a PDF of each customer's bill will be attached to each customer for easy viewing and printing at a later date. No more recalculating old bills when rates there are rate changes or Power Cost Adjustments.

Tax Certification

Easily produce tax certification notices for your delinquent customers and create a file to electronically send information to the appropriate agency.

Online Bill Pay and Bill Presentment

Provides customers with a direct bill payment option through a secure, robust Internet application. Ability for customers to opt out of paper billings, Utility bill payment, account review, inquiry features and service request s are all available. Interfaces with Cash Receipting for seamless bill payment option.

Investment Summary

Civic Systems, LLC
4807 Innovate LN
P.O. Box 7398
Madison, WI 53707-7398

City of Fergus Falls
112 W Washington Avenue
Fergus Falls, MN 56537

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **An initial 50% down payment is due with this contract. The remainder is due at training. *Additional payment terms can be provided such as spreading the payments over 2 or 3 years at 0% interest.** The information provided in this proposal is valid for 90 days after the date of issue.

INVESTMENT SUMMARY

License Fees	\$ 129,900
Training	29,700
Conversion	63,400
<i>TOTAL INVESTMENT</i>	<u>\$ 223,000</u>
<i>ANNUAL SUPPORT (Software For Life**)</i>	<u>\$ 32,725</u>
<i>ANNUAL HOSTING FEE</i>	<u>\$ 11,400</u>

TRAVEL COSTS

Travel costs are a not-to-exceed and based on eight (8) round trips and 25 overnights. Much of the training can be done remotely through Zoom to alleviate travel costs if desired.

Mileage (eight 888 mile round trips @ \$0.685/mile)	\$ 4,866
Hotel (25 nights at \$180/night)	4,500
Meals (25 days at \$35/day)	875
<i>TOTAL INVESTMENT</i>	<u>\$ 10,241</u>

***A formal contract will need to be entered before any software is installed.**

****Software For Life provides you the assurance that you will never have to purchase another upgrade from us in the future. The Client will always be on the latest version of the purchased modules as long as they are current with annual support payments.**

License Fees, Training, Conversion and Support Detail

Selected Product Descriptions	License Fee Purchase Price	One-Time conversion / setup	Training and Onsite Assistance Cost/Days	Year one Total w/o Support	Annual Fees*
Site License for Concurrent Users	\$ 20,000	\$ 0	\$ 0	\$ 20,000	\$ 5,000
Accounts Payable with ACH	9,500	1,800	1,200	12,500	1,875
miExcel AP	Included	Included	Included	Included	Included
Check On Demand	Included	Included	Included	Included	Included
Accounts Receivable	5,500	1,800	1,200	8,500	1,375
Cash Receipting with Import	5,500	600	1,200	7,300	1,375
Community Development					
Building Permits	8,000	6,000	1,800	15,800	2,000
Code Enforcements	3,000	1,800	600	5,400	750
Approvals and Notifications	Included	Included	Included	Included	Included
Field Inspections (Mobile App)	3,000	900	600	4,500	750
Community Portal (5 Permit Forms)	1,500	4,500	900	6,900	900
Planning and Zoning	3,500	1,200	600	5,300	1,125
Fixed Assets	3,300	600	600	4,500	825
General Ledger	7,000	3,600	2,400	13,000	1,750
Activity Reporting	Included	Included	Included	Included	Included
Bank Rec	Included	Included	Included	Included	Included
Budgeting	Included	Included	Included	Included	Included
Civic Connect GL for Excel	Included	Included	Included	Included	Included
miViewPoint (Department Head Dashboard)	5,500	3,000	1,200	9,700	1,375
miAP Workflow	Included	1,200	1,200	2,400	Included
miBudget	Included	300	300	600	Included
miOpen Enrollment	Included	1,800	900	2,700	Included
miUtility	Included	Included	Included	Included	Included
Payroll with Direct Deposit	12,200	3,600	3,600	19,400	3,050
Direct Deposit	2,000	--	--	2,000	500
Electronic Submittals	Included	Included	Included	Included	Included
miPay Online with miTime (Electronic Timesheets)	5,500	2,400	1,800	9,700	1,375
Civic Connect PR for Excel	2,000	--	300	2,300	500
Project Accounting	5,500	1,200	1,200	7,900	1,375
Materials Management (Inventory)	4,500	1,200	1,200	6,900	1,125
Special Assessments	4,500	1,200	600	6,300	1,125
Utility Billing	12,900	15,000	4,800	32,700	3,225
Direct Pay	Included	Included	Included	Included	Included
Electronic Read Interface	Included	Included	Included	Included	Included
miExcel UB	Included	Included	Included	Included	Included
Service Orders with Mobile Service Orders	3,000	600	1,200	4,800	750
Splitter	Included	Included	Included	Included	Included
Community Portal for Online Payments	2,500	600	300	3,400	600
Implementation Project Management	--	6,000	--	6,000	--
Hosted (17 Named Users)	--	2,500	--	2,500	11,400
TOTALS COSTS	<u>129,900</u>	<u>63,400</u>	<u>29,700</u>	<u>223,000</u>	<u>44,125</u>

*If online Bill Presentment is chosen the City of Fergus Falls is responsible for any monthly hosting, setup and transactional fees charged by the preferred online bill pay company.



Optional Module Detailed Cost

OPTIONAL MODULES (Not Included in the agreement)

Optional Product Descriptions (Not Selected)	License Fee Purchase Price	One-Time setup	Training Cost @ \$1,200/Day	Year one Total w/o Support	Annual Fees
Accounts Payable Add Ons					
Purchase Orders with PO Workflow	2,700	600	600	3,900	540
Animal Licenses	3,300	1,200	600	5,100	825
Business Licenses (with Community Portal)	3,300	2,400	1,200	6,900	825
Business Tax (with Community Portal)	6,500	3,000	900	10,400	1,625
Human Resources	4,500	600	600	5,700	1,125
Applicant Pro (Online Application Review)	1,000	--	--	1,000	2,895
Onboarding	--	--	--	--	2,750
Hosted Named Users above 17 (each)					720

*Above amounts include the discount provided.

Hardware Requirements

HARDWARE REQUIREMENTS – ONLY NEEDED IF ON PREMISE

Network System Requirements – Caselle® Connect – Network

Important! Using servers, workstations, or servers and workstations that do NOT meet the specified network system requirements may result in unsatisfactory performance and response times. This document lists the minimum hardware and software requirements for installing Connect.

Network Server Operating System	Microsoft® Windows 2012, 2012 R2, 2016 Server (64-bit) or 2019 (64-bit)
Network Server Equipment	Intel® Xeon® Quad-Core Processor 3.0 Ghz or higher Minimum 16 GB of available RAM 30 GB available disk space for Caselle Connect applications (180 MB) and data Separate physical hard drive for SQL log file 8-15 K SAS HDD preferred Color SVGA .28 Monitor 1 GB Ethernet Network Card 1 GB Ethernet Switch DVDRW Drive <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.</small>
Database Server Equipment and Operating System	<ul style="list-style-type: none"> • Use the Recommended Network Server. For better performance, increase memory on network server or, use a separate Database Server (same specifications as the Network Server). • Networks with more than ten workstations may require faster processors and/or more memory than the recommended.
Database Software	Microsoft® SQL Server 2012 (64-bit), 2014 (64-bit) or 2016 (64-bit), or 2019 (64-bit)
Network Server and Database Server Power Protection	True On-Line UPS, 600 Voltamps minimum with UPS Monitoring card, cable, and software.
Workstation Computer	Intel Core 2 Duo, i5, or i7 (3 GHz or higher) 8 GB of available RAM 30 GB available disk space for Caselle Connect applications (180 MB) and data LCD Monitor <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.</small>
Workstation Operating System	Windows 10™ Professional (64-bit).
Workstation Power Protection	UPS/Battery backup unit
Backup System	Network quality system to back up fileserver hard drive on one tape and provide tape read after write verification. Make sure the backup system supports backing up MSSQL Databases. Example: Backup Exec with SQL Agent.
Data File Transfer	DVDRW Drive
Printer	HP Laser Printer or Canon Copiers with PCL or Postscript Drivers
Receipt Printer	Ithaca 9000 and 1500 Series Printers Star TSP100 Epson TM – U325, TM-U675, and Epson TM – H6000IV
Internet Access	DSL, ISDN, or T1 Explanation: Caselle® Applications require Internet access to download program updates. Using an Internet connection that is slower than 256 Kbps will take significantly longer to download data.
Email	Email that is compatible with Microsoft® Windows.
Network Installer	Microsoft® Certified
Web Services	IIS 7 (Windows Server 2008, 2012)
miViewPoint <small>Only needed if miViewPoint is being installed.</small>	IIS 7 or later 30 GB of available disk space for miViewPoint on the IIS and SQL Servers Modern Web Browser on any PC using miViewPoint (IE11 or greater, up to date Chrome, or up to date Firefox) If miViewPoint is made internet available a modern mobile browser is required.



Council Action Recommendation

Page 1 of 1

Meeting Date: July 10, 2024

Subject: Purchase of a Track loader (Bulldozer)

Recommendation: Purchase a Catepillar Model 963 Track Loader

Background/Key Points: Two aspects of the Landfill Facility are operating the Construction and Demolition debris waste disposal area and the metal recycling site. Compaction of the debris and pushing the debris, maximizing site space are accomplished using a track loader.

- Unit 280 is a 2002 John Deere track loader with 3000 hours and is scheduled for replacement.
- Proposed purchase to replace unit 280, is a 2025 Catepillar Model 963 Track Loader from Ziegler CAT.
- The Model 963 is CAT's "waste package" and is built with equipment and guards necessary to operate in a demo cell.

Budgetary Impact: Purchase price is \$438,382.16. This reflects a MN State Contract discount of \$137,276.88 and a trade-in credit of \$34,000. This purchase has been planned and budgeted for 2024.

Respectfully Submitted: Len Taylor, Public Works Dir.

Attachments: Ziegler CAT quote, Unit 280 info.

Ziegler Inc.



198626-03

Feb 02, 2023

CITY OF FERGUS FALLS

301 S PECK ST
FERGUS FALLS, MN 56537-3830

Dear Dan,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

Caterpillar Model: 963 Track Loaders

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Joel Srock
Territory Manager

Caterpillar Model: 963 Track Loaders

Standard Equipment

POWERTRAIN

Modular cooling system for engine air intake, oil and water
Fan radiator, electronically controlled, hydraulically driven, temperature sensing, on demand
Electro Hydrostatic Control (EHC) for transmission

UNDERCARRIAGE

Caterpillar heavy duty undercarriage and tracks (38 sections), 1850mm (72.8") track gauge
Track guiding guards, end section
Track adjuster, hydraulic
Sprocket rims, with replaceable bolt-on tough steel segments

ELECTRICAL

Alternator, 24 volt, heavy duty
Alarm, backup
Horn, electric
2 heavy duty batteries, high output, maintenance free, 1120 CCA

OPERATOR ENVIRONMENT

Pressurized, sound suppressed, ROPS/FOPS
Cab with tinted glass and right side sliding window
Air conditioning and heating
Heater / defroster with automatic temperature control and automatic blower control
Armrests, adjustable
Electro Hydraulic, seat mounted control levers with faster processing
Seat belt, retractable, with buckling indicator on dash
Mirror, rearview, inside, adjustable
Radio ready. Includes 24 to 12 volt converter, speakers, antenna, 12V power outlet and USB port 5V supply

OTHER STANDARD EQUIPMENT

Sound suppression, exterior
Z-bar loader linkage
Load sensing implement pump with variable displacement
Implement cylinders with sensors
Operator programmable lift and tilt kickouts
Engine enclosure with lockable doors
Radiator core 6.5fpi, debris resistant
Hinged radiator guard and swing out fan

Engine idle shutdown
Auto engine speed control
Electric fuel pump
Water separator
Starting aid, glow plug
Caterpillar extended life coolant

Guards, sprocket
7 track rollers per side, with two upper carrier rollers, lifetime lubricated
Idlers, conventional type, lifetime lubricated
Oscillating track roller frames

Switch, main disconnect
Starter, electric (heavy duty, 24 volt)
4 halogen lights : 2 facing forward, roof mounted, 2 facing rearward, integrated in the air conditioner unit

Coat hook
Storage compartments under left armrest
Document holder on right console
Floor mat, rubber, heavy duty
Windshield washers and wipers, multiple speed front and rear
Durable metal roof
Parking brake switch and "brake-on" indicator light
Implement lock-out switch
Durable metal fender
Rearview HD camera (EU5/T4F only)
10" color touchscreen display with integrated rear camera display and machine slope indicator

Guards, full bottom
Ecology drains on hydraulic oil tank
Product Link ready
Oil sampling valves
Hoses, Caterpillar XT
HYDO Advanced 10
4 x 2 Easy tie-down points on chassis
Implement oil return filter in hydraulic tank

MACHINE SPECIFICATIONS

REF #	DESCRIPTION	LIST PRICE
561-4700	963 HRC TRACK LOADER	\$0.00
568-0997	WASTE PACKAGE 12A, HDXL	\$498,461.60
573-8266	FAN, DEMAND, REVERSING	\$2,568.80
566-0323	PRECLEANER, TURBINE, W/SCREEN	\$2,860.00
3W-8578	GUARD, IDLER	\$1,482.00
575-1373	LINES IMPLEMENT, MP, QC	\$4,550.00
574-5821	CAB, DELUXE	\$4,212.00
590-3292	PREMIUM CORP RADIO DAB+ (24V)	\$774.80
574-7874	KIT, VISIBILITY, SINGLE CAMERA	\$0.00
576-3199	TRANSMISSION CONTROL, JOYSTICK	\$0.00
572-6400	HYDRAULIC 3V,MP JOYSTICK, PACK	\$8,694.40
589-6993	COLD WEATHER, 120V	\$338.00
577-4087	AIR PRECLEANER, CAB	\$3,021.20
261-4228	GUARD, LIFT CYLINDERS	\$998.40
276-0160	GUARD, TILT CYLINDER	\$3,426.80
454-9489	SERVICE PACKAGE, EXTENDED	\$2,438.80
507-9474	WINDSHIELD PROTECTION	\$3,718.00
276-0159	GUARD, TOP/BOTTOM, FINAL DRIVE	\$4,789.20
619-9046	TRK,18",DG,HDXL,CTR-HOLE,CTWS	\$2,719.60
519-1784	BKTA MPW ST 102" 3.50YD3 PO	\$41,194.40
566-7533	ENGINE	\$0.00
571-1185	HYDRAULIC OIL, STANDARD	\$0.00
587-0518	LIGHTS, ADDITIONAL	\$624.00
567-7500	SEAT, PREMIUM	\$2,719.60
575-0729	PRODUCT LINK, CELLULAR PLE643	\$0.00
386-2801	TANK, FUEL, STANDARD	\$0.00
569-6228	LINKAGE, STANDARD	\$0.00
337-3082	STRIKER BARS, REAR	\$4,108.00
464-0229	COUNTERWEIGHT,ADDITIONAL,672LB	\$3,156.40
	TOTAL LIST PRICE	\$596,856.00
	TOTAL CORPORATE DISCOUNT (23% OF LIST)	(\$137,276.88)
	TOTAL CONFIGURED PRICE	\$459,579.12
421-8926	SERIALIZED TECHNICAL MEDIA KIT	\$0.00
0G-9236	COMPLETE STORAGE PROTECTION	\$327.60
0G-6009	ANTIFREEZE, -50C (-58F)	\$375.44
	TOTAL NET ITEMS	\$703.04
	FREIGHT/PREP	\$3,500.00
	5 YEAR / 3000 POWERTRAIN & HYDRULICS	\$8,600.00
	TOTAL POST FACTORY ITEMS	\$12,100.00
	TOTAL MACHINE SELL PRICE	\$472,382.16

REF # DESCRIPTION

SELL PRICE	\$472,382.16
EXT WARRANTY	Included
LESS GROSS TRADE ALLOWANCE	(\$34,000.00)
NET BALANCE DUE	\$438,382.16
BALANCE	\$438,382.16

TRADE-INS

Model	Make	Serial Number	Year	Trade Allowance
2002	John Deere (AO)	CX005959	2002	\$34,000.00

WARRANTY

Standard Warranty:
Extended Warranty:

Standard manufacturers warranty
5 YEAR / 3000 POWERTRAIN & HYDRULICS

F.O.B/TERMS: FERGUS FALLS, MN

PAYMENT TERMS

Ziegler Inc.

Cash Invoice Terms

CASH WITH ORDER

\$0.00

QUOTE SELL PRICE

\$472,382.16

,7/01/2024,
DGAINES, , , ,

FLEET MANAGEMENT TRACKING SYSTEM
ENTER/UPDATE VEHICLE INVENTORY

,06:43:30,
CFF, , , , ,

Unit Number 0280

License Number N/A VIN LU755CX005959
Description 2002 JOHN DEERE CRAWLER-LOADER LANDFILL
Make JOHN DEERE Model 755C
Type CRAWLER-LOADER Year 2002

Invoice Price 200,745.18 Date 7/02/2002
Sales Tax .00 From RDO EQUIPMENT CO.
Unit Traded In 0296 11,500.00 BOX 9438
Actual Cost 189,245.18 FARGO ND, 58103
(000) 000-0000

Date Received (MMDDYY) 10/29/2002 Date in Service 10/29/2002
Life Expectancy 13/00 Replacement Date 10/29/2015

Diesel Flag 0 Regular Flag 0

Status F22=Sell USED Base Warrenty Months 0
Equipment Group Number N Miles 0

More...

F3=Exit F4=Prompt/List F5=Refresh F9=Previous F10=Search F12=Cancel
F16=Update

Aprox.
3000 hours



Council Action Recommendation

Page 1 of 1

Meeting Date:

July 10, 2024 – City Council

Subject:

City Project No. 5961 - 2024 Street and Utility Reconstruction Project No. 1
Junius Avenue: Union Avenue to Cascade Street

Recommendation:

- Resolution accepting Interstate Engineering’s professional services proposal for final design in the amount of \$112,610.00

Background/Key Points:

Interstate Engineering provided a professional engineering services proposal for final design in the amount of \$112,610.00. Interstate Engineering’s design service fees are consistent with the total estimated project cost presented at the Preliminary Project Hearing held on June 17, 2024.

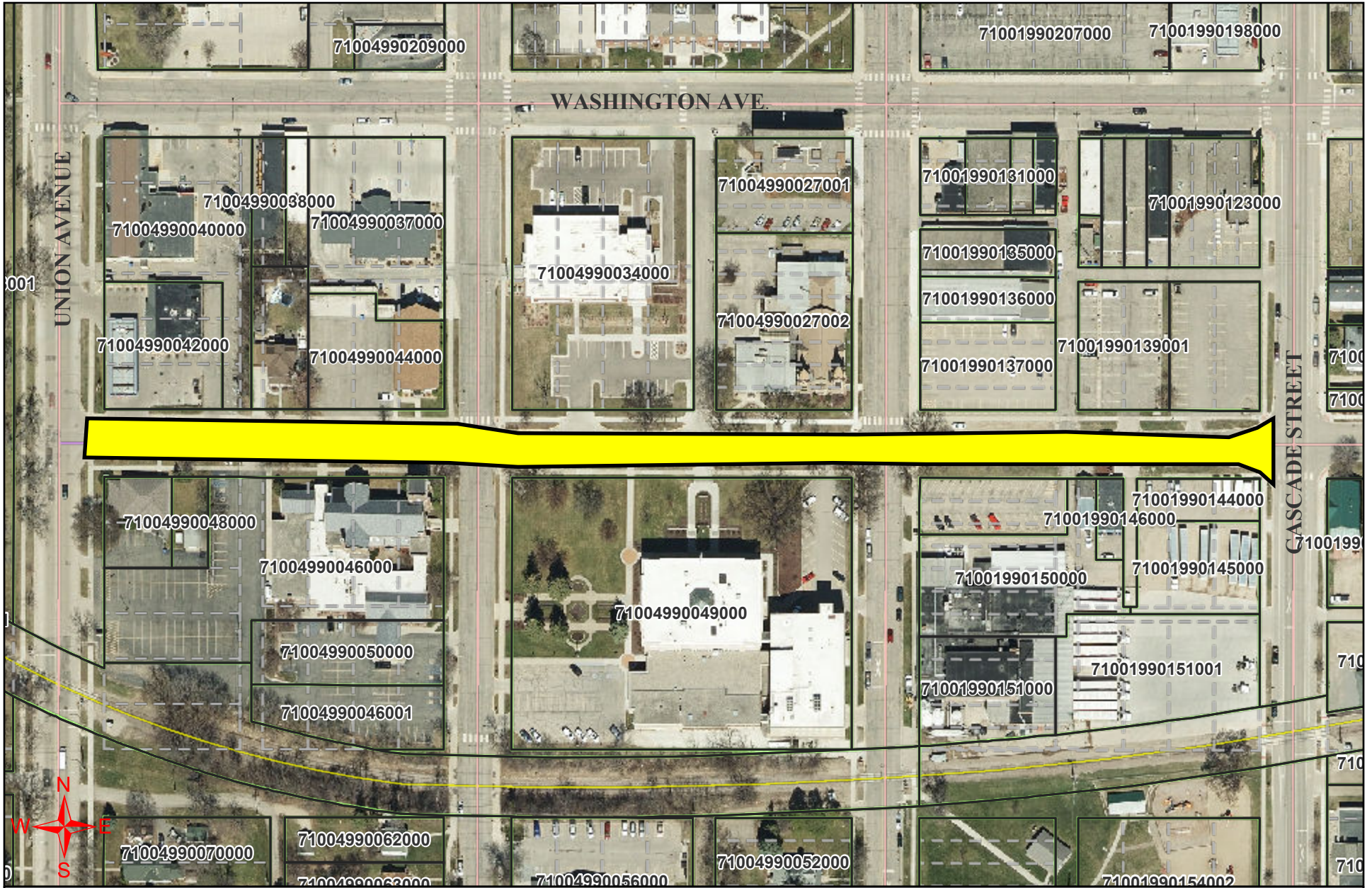
If acceptable, staff will have the plans and specifications completed and request authorization to advertise for bids soon. Although the project schedule has not been determined, I recommend holding the Final Cost Hearing after bids are received.

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

CP 5961- Project Location Map



**JUNIUS AVENUE STREET & UTILITY
RECONSTRUCTION PROJECT LIMITS
P. I. No. 5961**

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

RESOLUTION #___-2024
RESOLUTION DESIGNATING ELECTION JUDGES
FOR THE PRIMARY ELECTION
TO BE HELD TUESDAY AUGUST 13, 2024

WHEREAS, each election requires the local Elections Administrator to submit a listing of trained election judges to serve and,

WHEREAS, the following names have been supplied as election judges to serve in the August 13, Primary Election and,

WHEREAS, some substitutions may be required to maintain party balance and keep the polling places fully manned and,

WHEREAS, to keep party balance and abide by state election laws, some people will serve in a precinct different from where they reside,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota that the following named and trained voters living in the State of Minnesota are hereby appointed to serve as Election Judges.

FIRST WARD, PRECINCTS ONE AND TWO

Head Judge: Jean Bowman

Election Judges: Jon Nygaard, Bridget Leonard, Barb Welle, Susan Gadow, Perry Werner, Sandy Rufer, Dean Hjelle, Yvonne Burt, Sherri Money, Sharon Hintgen

SECOND WARD, PRECINCTS ONE AND TWO

Head Judge: Klara Beck

Assistant Head Judge: Bobbi Nycklemoe

Election Judges: Sharon Stevens, Joy Lindgren, Cathryn Brandon, Dick Felstul, Rebecca Brown, Wally Stommes, Kris Wilke, Karen Olson, Jane Fournier, Joe Foster

THIRD WARD, PRECINCTS ONE AND TWO

Head Judge: Tere Mann

Assistant Head Judge: Nancy Swenson

Election Judges: Jo Weatherly, Delphine Steiner, Christi Dickey, Gail Welle, Kris Svingen, Ila Hjelle, Russell Zuehlsdorf, Ron Burt, Scott Wagnild, Ellen Eastby

FOURTH WARD, PRECINCTS ONE AND TWO

Head Judge: Elora Flores

Election Judges: Richard Edinger, Desta Hunt, Olivia Synsteliën, Peg Werner, Ginny Ronning, Carma Synsteliën, Tracy Chaput, Sherry Gronwold, Karen Schalekamp, Lois Rogness

ALTERNATES

JoEllen Thacker, DeAnn Preston, John Schimdt, Richard Jones, Wendy Anderson, Judy Bradow, Myra Domes, Kathy Wagnild

HEALTHCARE JUDGES

Julie Ridout, Sherry Gronwold, DeAnn Preston, Valerie Nelson, Jon Nygaard, Lois Rogness, Karen Olson, Lynne Olson

Election Judges will be paid \$15.00 per hour and the head judges and nursing home judges will be paid \$20.00 per hour.

The above and foregoing resolution was offered at a regular meeting of the Fergus Falls City Council held on July 15, 2024 by Council Member ___ who moved its adoption, was seconded by Council Member ____ and was adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor



Council Action Recommendation

Page 1 of 1

Meeting Date:

July 15, 2024– City Council

Subject:

Welcoming Communities Action Project Grant

Recommendation:

Accept an additional \$5,000 grant from WCI for Welcoming Communities action work.

Background/Key Points:

In early 2023, the City of Fergus Falls received a \$10,000 grant from Otter Tail Lakes Country Association to embark on a Welcoming Communities Assessment and Plan. Over the past eight months, a steering committee and learning cohort comprising members from seven sectors of the community—schools, healthcare, law enforcement, business, local government, nonprofit organizations, and religious organizations—have met and laid plans for further work. Several subcommittees are poised to move forward with specific action plans based on work following the community assessment. One of those groups has secured \$5,000 from WCI for a Listening Session project, to be accepted by the City of Fergus Falls through the Welcoming Communities Initiative.

To learn more about the Welcoming Communities Initiative, visit <https://bit.ly/FFWelcomingCommunities>.

Budgetary Impact:

\$5,000 for Welcoming Communities Action Project

Originating Department: Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager



Council Action Recommendation

Page 1 of 1

Meeting Date: 07/15/2024

Subject: Fire Department Surplus Equipment

Recommendation: Declare surplus a Mako CompAir Breathing Air Compressor ACI05X and a Mako Self Contained Breathing Apparatus (SCBA) 3 bank fill station M3103-4.

Background/Key Points: The Fire Department has installed and placed into service a new 6,000 psi breathing air compressor and 3 bank fill station to replace the unit being declared surplus. The unit being declared surplus has been in-service since 1999, was do for replacement, and had no longer been effectively filling the departments SCBA cylinders.

Budgetary Impact: There is no budgetary impact.

Respectfully Submitted: Ryan Muchow, Fire Chief

Attachments:

EXTRACT OF MINUTES OF A MEETING
CITY COUNCIL OF THE
CITY OF FERGUS FALLS, MINNESOTA

HELD: JULY 15, 2024

Pursuant to due call, a regular or special meeting of the City Council of the City of Fergus Falls, Otter Tail County, Minnesota, was duly held at the City Hall on July 15, 2024, at 5:30 P.M., for the purpose, in part of authorizing the issuance and awarding the sale of \$16,870,000 General Obligation Bonds, Series 2024A.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF
\$16,870,000 GENERAL OBLIGATION BONDS, SERIES 2024A, PLEDGING
FOR THE SECURITY THEREOF TAX REVENUES AND SPECIAL
ASSESSMENTS AND LEVYING A TAX FOR THE PAYMENT THEREOF

A. WHEREAS, the City Council has heretofore determined and declared that it is necessary and expedient to issue \$16,870,000 General Obligation Bonds, Series 2024A (the "Bonds" or individually a "Bond"), pursuant to Minnesota Statutes, Chapters 475; and

1. Section 429 to finance the various improvement projects within the City (the "Improvements"); and

2. Minnesota Session Laws, 2021, 1st Special Session, Chapter 14, Article 8, Section 6, as amended by Minnesota Session Laws, 2023, Regular Session, Chapter 64, Article 10, Sections 18 and 19 (the "Special Law"), the City of Fergus Falls, Minnesota (the "City") is authorized to levy an additional sales tax of up to one-half of one percent on sales transactions taxable pursuant to Minnesota Statutes, Chapter 297A, that occur within the City (the "Sales Tax") to finance (i) \$10,800,000 for an aquatics center; and (ii) \$5,200,000 for the DeLagoon Improvement Project (the "Aquatics Center and DeLagoon Improvement Project"), as authorized by the November 8, 2022 general election and as further provided in the Special Law and Minnesota Statutes, Chapter 475 (collectively, the "Act"). Under the Act, the City is also authorized to issue its general obligation bonds in anticipation of the collection of the Sales Tax (collectively, the "Tax Revenues") to provide funds for acquisition or betterment of the Aquatics Center and DeLagoon Improvement Project, to fund capitalized interest, if any, and costs of issuing bonds to finance the Aquatics Center and DeLagoon Improvement Project, and to apply the Tax Revenues to the payment of the costs of collecting the Sales Tax and to the payment of principal and interest on such bonds; and

B. WHEREAS, the Improvements and all their components have been ordered prior to the date hereof, pursuant to the procedural requirements of Minnesota Statutes, Chapter 429; and

C. WHEREAS, the City did take all action required under the Act to authorize the issuance of such general obligation bonds by resolution of this Council, and the City enacted an ordinance imposing the Local Sales and Use Tax as authorized by the Act, which is codified as Ordinance No. 39, Eighth Series of the Fergus Falls Code of Ordinances (the "Ordinance"); and

D. WHEREAS, the City has retained Baker Tilly Municipal Advisors, LLC, in St. Paul, Minnesota ("Baker Tilly MA"), as its independent municipal advisor for the sale of the Bonds and was therefore authorized to sell the Bonds by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Bonds have been solicited by Baker Tilly MA; and

E. WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the Finance Director, or designee, at the offices of Baker Tilly MA at 11:00 A.M. on the date hereof, pursuant to the Terms of Proposal, established for the Bonds; and

F. WHEREAS, it is in the best interests of the City that the Bonds be issued in book-entry form as hereinafter provided; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Fergus Falls, Minnesota, as follows:

1. Acceptance of Proposal. The proposal of _____, in _____, _____ (the "Purchaser"), to purchase the Bonds, in accordance with the Terms of Proposal, at the rates of interest hereinafter set forth, and to pay therefor the sum of \$_____, plus interest accrued to settlement, is hereby found, determined and declared to be the most favorable proposal received, is hereby accepted and the Bonds are hereby awarded to the Purchaser. The Finance Director is directed to retain the deposit of the Purchaser.

2. Bond Terms.

(a) Original Issue Date; Denominations; Maturities; Term Bond Option. The Bonds shall be dated August 1, 2024, as the date of original issue, shall be issued forthwith on or after such date in fully registered form, shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations") and shall mature on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026		2033	
2027		2034	
2028		2035	
2029		2036	
2030		2037	

2031
2032

2038

As may be requested by the Purchaser, one or more term Bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Bond(s).

(b) Allocation. The aggregate principal amount of \$_____ maturing in each of the years and amounts hereinafter set forth are issued to finance the Improvements (the "Improvement Portion") and the aggregate principal amount of \$_____ maturing in each of the years and amounts hereinafter set forth are issued to finance the Aquatics Center and DeLagoon Improvement Project (the "Sales Tax Revenue Portion"):

<u>Year</u>	<u>Street Improvement Portion</u>	<u>Sales Tax Revenue Portion</u>	<u>Total</u>
2026			
2027			
2028			
2029			
2030			
2031			
2032			
2033			
2034			
2035			
2036			
2037			
2038			

If Bonds are prepaid, the prepayments shall be allocated to the portions of debt service (and hence allocated to the payment of Bonds treated as relating to a particular portion of debt service) as provided in this paragraph. If the source of prepayment moneys is the general fund of the City, or other generally available source, including the levy of taxes, the prepayment may be allocated to any portions of debt service in such amounts as the City shall determine. If the source of the prepayment is special assessments pledged to the Improvements, the prepayment shall be allocated to the Improvement Portion of debt service. If the source of a prepayment is Tax Revenues pledged to the Aquatics Center and DeLagoon Improvement Project, the prepayments shall be allocated to the Sales Tax Revenue Portion of debt service.

(c) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Bonds, and to this end:

(i) The Bonds shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Bond for each maturity of the Bonds; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Bond shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Bond.

(ii) Upon initial issuance, ownership of the Bonds shall be registered in a bond register maintained by the Bond Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Bonds neither the City nor the Bond Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Bonds as securities depository (the "Participant") or the person for which a Participant holds an interest in the Bonds shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Bond Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Bonds, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Bonds, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Bonds, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Bonds (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Bonds are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Bond Registrar may treat as and deem the Depository to be the absolute owner of the Bonds for the purpose of payment of the principal of and premium, if any, and interest on the Bonds, for the purpose of giving notices of redemption and other matters with respect to the Bonds, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Bonds, and for all purpose whatsoever. The Bond Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Bonds only to the Holder or the Holders of the Bonds as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Bond Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10 hereof, references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Bond is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, by the Bond Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Bonds (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Bonds, collectively hereinafter referred to as the "Letter of Representations").

(vii) All transfers of beneficial ownership interests in each Bond issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Bonds.

(viii) In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Bond Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Bond Registrar may establish a special record date for such consent or other action. The City or the Bond Registrar shall, to the extent possible, give the Depository notice of such special record date not less than fifteen (15) calendar days in advance of such special record date to the extent possible.

(ix) Any successor Bond Registrar in its written acceptance of its duties under this Resolution and any paying agency/bond registrar agreement, shall agree to take any actions necessary from time to time to comply with the requirements of the Letter of Representations.

(d) Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

(i) The Depository may determine to discontinue providing its services with respect to the Bonds at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Bond if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

(ii) Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Bond that the Beneficial Owners be able to obtain certificates for the Bonds, the Bonds

shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be registered in whatever name or names the Holder of the Bonds shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Bonds will be delivered to the Beneficial Owners.

(iii) Nothing in this subparagraph (d) shall limit or restrict the provisions of paragraph 10.

(e) Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

3. Purposes. The Improvement Portion of the Bonds shall provide funds to finance the Improvements. The Sales Tax Revenue Portion of the Bonds shall provide funds to finance acquisition and betterment of the Aquatics Center and DeLagoon Improvement Project. The Improvements and the Aquatics Center and DeLagoon Improvement Project are herein referred to together as the "Project." The total cost of the Project, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Bonds. The City covenants that it shall do all things and perform all acts required of it to assure that work on the Project proceeds with due diligence to completion and that any and all permits and studies required under law for the Project are obtained.

4. Interest. The Bonds shall bear interest payable semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2025, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity years as follows:

<u>Maturity Year</u>	<u>Interest Rate</u>	<u>Maturity Year</u>	<u>Interest Rate</u>
2026		2033	
2027		2034	
2028		2035	
2029		2036	
2030		2037	
2031		2038	
2032			

5. Redemption. All Bonds maturing on February 1, 2035 and thereafter, shall be subject to redemption and prepayment at the option of the City on February 1, 2034, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the City; and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to

accrue from and after the redemption date. Mailed notice of redemption shall be given to the Bond Registrar and to each affected registered holder of the Bonds at least thirty (30) days prior to the date fixed for redemption.

To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar prior to giving notice of redemption shall assign to each Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers so assigned to such Bonds, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each such Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the City or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the City and Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the City shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of the Bond, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

6. Bond Registrar. Northland Trust Services, Inc., in Minneapolis, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Bonds (the "Bond Registrar"), and shall do so unless and until a successor Bond Registrar is duly appointed, all pursuant to any contract the City and Bond Registrar shall execute which is consistent herewith. The Bond Registrar shall also serve as paying agent unless and until a successor-paying agent is duly appointed. Principal and interest on the Bonds shall be paid to the registered holders (or record holders) of the Bonds in the manner set forth in the form of Bond and paragraph 12.

7. Form of Bond. The Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
OTTER TAIL COUNTY
CITY OF FERGUS FALLS

R-_____

\$_____

GENERAL OBLIGATION BOND, SERIES 2024A

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
_____%	February 1,	August 1, 2024	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

The City of Fergus Falls, Otter Tail County, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, unless called for earlier redemption, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2025, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of Northland Trust Services, Inc., in Minneapolis, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth (15th) day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Bondholders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America. So long as this Bond is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Bond and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution, and surrender of this Bond shall not be required for payment of the redemption price upon a partial redemption of this Bond. Until termination of the book-entry only system pursuant to the Resolution, Bonds may only be registered in the name of the Depository or its Nominee.

Optional Redemption. All Bonds of this issue (the "Bonds") maturing on February 1, 2035, and thereafter, are subject to redemption and prepayment at the option of the Issuer on February 1, 2034, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the Issuer; and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the Bond Registrar and to each affected registered holder of the Bonds at least thirty (30) days prior to the date fixed for redemption.

Prior to the date on which any Bond or Bonds are directed by the Issuer to be redeemed in advance of maturity, the Issuer will cause notice of the call thereof for redemption identifying the Bonds to be redeemed to be mailed to the Bond Registrar and all Bondholders, at the addresses shown on the Bond Register. All Bonds so called for redemption will cease to bear interest on the specified redemption date, provided funds for their redemption have been duly deposited.

Selection of Bonds for Redemption; Partial Redemption. To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar shall assign to each Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers assigned to the Bonds, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of such Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of the Bond, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Issuance; Purpose; General Obligation. This Bond is one of an issue in the total principal amount of \$16,870,000, all of like date of original issue and tenor, except as to number, maturity, interest rate, denomination and redemption privilege, issued pursuant to and in full conformity with the Constitution, Charter of the Issuer and laws of the State of Minnesota and pursuant to a resolution adopted by the City Council on July 15, 2024 (the "Resolution"), for the purpose of providing money to finance (i) the various improvement projects within the jurisdiction of the Issuer; and (ii) an aquatics center and the DeLagoon Improvement Project, as authorized by special legislation. This Bond is payable out of the General Obligation Bonds, Series 2024A Fund of the Issuer. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the

same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Bonds are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Bonds of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered Bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owners. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided (except as otherwise provided herein with respect to the Record Date) and for all other purposes, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

Not Qualified Tax-Exempt Obligation. This Bond has not been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution, Charter of the Issuer and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond, have been done, have happened and have been performed, in regular and due form, time and manner as required by law; and that this Bond, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional, charter or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Fergus Falls, Otter Tail County, Minnesota, by its City Council has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and its City Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION

This Bond is one of the
Bonds described in the
Resolution mentioned
within.

NORTHLAND TRUST SERVICES,
INC.
Minneapolis, Minnesota,
Bond Registrar

By: _____
Authorized Signature

Registrable by: NORTHLAND TRUST
SERVICES, INC.

Payable at: NORTHLAND TRUST
SERVICES, INC.

CITY OF FERGUS FALLS,
OTTER TAIL COUNTY, MINNESOTA

/s/ Facsimile

Mayor

/s/ Facsimile

City Administrator

8. Execution. The Bonds shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and City Administrator and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Bonds may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

9. Authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on the Bond, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Bond Registrar. Certificates of Authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate the signatures of officers of the City on each Bond by execution of the Certificate of Authentication on the Bond and by inserting as the date of registration in the space provided the date on which the Bond is authenticated, except that for purposes of delivering the original Bonds to the Purchaser, the Bond Registrar shall insert as a date of registration the date of original issue of August 1, 2024. The Certificate of Authentication so executed on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

10. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of Bonds and the registration of transfers of Bonds entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Bonds may be exchanged for Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount and stated maturity, upon surrender of the Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Bonds are so surrendered for exchange, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration of, and deliver the Bonds which the Holder making the exchange is entitled to receive.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the City.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Bonds surrendered for such exchange or transfer.

Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the Holder thereof or the Holder's attorney duly authorized in writing.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost Bonds.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates. The Finance Director is hereby authorized to negotiate and execute the terms of said agreement.

11. Rights Upon Transfer or Exchange. Each Bond delivered upon transfer of or in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond.

12. Interest Payment; Record Date. Interest on any Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the City maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth (15th) day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten days prior to the Special Record Date.

13. Treatment of Registered Owner. The City and Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12) on, such Bond and for all other purposes whatsoever whether or not such Bond shall be overdue, and neither the City nor the Bond Registrar shall be affected by notice to the contrary.

14. Delivery; Application of Proceeds. The Bonds when so prepared and executed shall be delivered by the Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

15. Fund and Accounts. There is hereby established a special fund to be designated "General Obligation Bonds, Series 2024A Fund" (the "Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the

manner herein specified until all of the Bonds and the interest thereon have been fully paid. There shall be maintained in the Fund two (2) separate accounts to be designated the "Construction Account" and the "Debt Service Account".

(a) Construction Account. To the Construction Account there shall be credited the proceeds of the sale of the Bonds, plus any special assessments levied with respect to the Improvements and collected prior to completion of the Improvements and payment of the costs thereof. From the Construction Account there shall be paid all costs and expenses of making the Project, including the cost of any construction contracts heretofore let and all other costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65; and the moneys in the Construction Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Bonds may also be used to the extent necessary to pay interest on the Bonds due prior to the anticipated date of commencement of the receipt of the collection of taxes or special assessments herein levied or covenanted to be levied; and provided further that if upon completion of the Project, there shall remain any unexpended balance in the Construction Account, the balance (other than any special assessments) may be transferred to the Debt Service Account provided that any funds attributable to the Improvement Portion of the Bonds may be transferred to the fund of any other improvement instituted pursuant to Minnesota Statutes, Chapter 429, and provided further that any special assessments credited to the Construction Account shall only be applied towards payment of the costs of the Improvements upon adoption of a resolution by the City Council determining that the application of the special assessments for such purpose will not cause the City to no longer be in compliance with Minnesota Statutes, Section 475.61, Subdivision 1.

(b) Debt Service Account. There shall be maintained separate subaccounts in the Debt Service Account to be designated the "Improvements Debt Service Subaccount" and the "Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount". There are hereby irrevocably appropriated and pledged to, and there shall be credited to the separate subaccounts of the Debt Service Account:

(i) Improvements Debt Service Subaccount. To the Improvements Debt Service Subaccount there shall be credited: (1) all collections of special assessments herein covenanted to be levied with respect to the Improvements and either initially credited to the Construction Account and not already spent a permitted above and required to pay any principal and interest due on the Improvement Portion of the Bonds or collected subsequent to the completion of the Improvements and payment of the costs thereof; (2) all collections of taxes herein or hereinafter levied for the payment of the Improvement Portion of the Bonds and interest thereon; (3) a pro rata share of all funds remaining in the Construction Account after completion of the Improvements and payment of the costs thereof; (4) all investment earnings on funds held in the Improvements Debt Service Subaccount; and (5) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Improvements Debt Service Subaccount. The amount of any surplus remaining in the Improvements Debt Service Subaccount when the Improvement Portion of the Bonds and interest thereon are paid shall be used consistent with Minnesota Statutes, Section 475.61, Subdivision 4. The Improvements Debt Service Subaccount shall be used solely to pay the principal and interest on the Improvement Portion of the Bonds and any other general

obligation bonds of the City hereafter issued by the City and made payable from said subaccount as provided by law.

(ii) Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount. To the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount there is hereby pledged and irrevocably appropriated and there shall be credited: (1) all collections of Tax Revenues in an amount sufficient to pay annual principal and interest payments on the Sales Tax Revenue Portion of the Bonds; (2) all collections of taxes which may hereafter be levied in the event that the Tax Revenues herein pledged to the payment of the principal and interest on the Sales Tax Revenue Portion of the Bonds are insufficient therefore; (3) a pro rata share of all funds remaining in the Construction Account after completion of the Aquatics Center and DeLagoon Improvement Project and payment of the costs thereof; (4) all investment earnings on funds held in the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount; and (5) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount. The amount of any surplus remaining in the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount when the Sales Tax Revenue Portion of the Bonds and interest thereon are paid shall be used consistent with Minnesota Statutes, Section 475.61, Subdivision 4.

No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Construction Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the bonds payable therefrom) in excess of amounts which under then applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

16. Covenants Relating to the Improvement Portion of the Bonds.

(a) Special Assessments. It is hereby determined that no less than twenty percent (20%) of the cost to the City of each Improvement financed hereunder within the meaning of Minnesota Statutes, Section 475.58, Subdivision 1(3), shall be paid by special assessments to be levied against every assessable lot, piece and parcel of land benefited by any of the Improvements. The City hereby covenants and agrees that it will let all construction contracts not heretofore let within one year after ordering each Improvement financed hereunder unless the resolution ordering the Improvement specifies a different time limit for the letting of

construction contracts. The City hereby further covenants and agrees that it will do and perform, as soon as they may be done, all acts and things necessary for the final and valid levy of such special assessments, and in the event that any such assessment be at any time held invalid with respect to any lot, piece or parcel of land due to any error, defect, or irregularity in any action or proceedings taken or to be taken by the City or the City Council or any of the City officers or employees, either in the making of the assessments or in the performance of any condition precedent thereto, the City and the City Council will forthwith do all further acts and take all further proceedings as may be required by law to make the assessments a valid and binding lien upon such property.

The special assessments have heretofore been authorized. Subject to such adjustments as are required by conditions in existence at the time the assessments are levied, it is hereby determined that the assessments shall be payable in equal, consecutive, annual installments, including both principal and interest, with interest at a rate per annum set forth below:

<u>Improvement Designations</u>	<u>Levy Years</u>	<u>Collection Years</u>	<u>Rate</u>	<u>Amount</u>
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See Attached Schedule in Exhibit B

At the time the assessments are in fact levied the City Council shall, based on the then-current estimated collections of the assessments, make any adjustments in any ad valorem taxes required to be levied in order to assure that the City continues to be in compliance with Minnesota Statutes, Section 475.61, Subdivision 1.

(b) Tax Levy. To provide moneys for payment of the principal and interest on the Improvement Portion of the Bonds there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
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See Attached Schedule in Exhibit B

(c) Coverage Test. The tax levies are such that if collected in full they, together with estimated collections of special assessments and other revenues herein pledged for the payment of the Improvement Portion of the Bonds, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Improvement Portion of the Bonds. The tax levies shall be irrevocable so long as any of the Improvement Portion of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

17. Covenants Relating to the Sales Tax Revenue Portion of the Bonds.

(a) Coverage Test. The Tax Revenues are such that they will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Sales Tax Revenue Portion of the Bonds.

(b) Tax Revenues. The City hereby pledges and appropriates the Tax Revenues to the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount, which pledge and appropriation shall continue until all of the Sales Tax Revenue Portion of the Bonds, and any additional bonds payable from the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount, are paid or discharged. The City hereby expressly reserves the right to use the Tax Revenues to finance any other activities authorized by the Special Law, as amended from time to time. Nothing contained herein shall be deemed to preclude the City from making further pledges and appropriations of Tax Revenues for the payment of other or additional obligations of the City.

(c) Future Tax Levies. On or before September 15 of each year, the City Administrator shall calculate the amount of Tax Revenues and any other funds appropriated to and then held in the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount and the estimated collections of Tax Revenues to be received in the next succeeding year. In the event that it is anticipated that the aggregate of said sums will not be sufficient to pay the principal and interest on the Sales Tax Revenue Portion of the Bonds to become due in the first calendar year thereafter and the first six (6) months of the succeeding calendar year, the City Council shall pass a resolution requesting the County Auditor of Otter Tail County to levy an ad valorem tax in an amount as is necessary, together with the aforementioned funds then held in the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount and said estimated collections of Tax Revenues, to pay the principal and interest on the Sales Tax Revenue Portion of the Bonds to become due during said period.

(d) Levying of Sales Tax. The City will not amend or repeal the Ordinance relating to the Sales Tax by decreasing the sales tax rate or the appropriation of Tax Revenues to the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount, or in any way that would adversely affect the amount of Tax Revenues which would otherwise be collected and deposited to the Aquatics Center and DeLagoon Improvement Project Debt Service Subaccount. However, nothing shall prevent the City from amending the Ordinance in order to make changes in the administration, collection or enforcement of the Sales Tax; provided that such changes shall not materially adversely affect the interests of the owners of or the security for the Sales Tax Revenue Portion of the Bonds. The City will administer, enforce and collect, or cause to be administered, enforced or collected, the Sales Tax authorized by the Ordinance, and shall take such necessary action to collect, or cause to be collected, delinquent payments in accordance with the law.

18. Continuing Disclosure. The City is the sole obligated person with respect to the Bonds. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

(a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Bonds in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Bonds and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and City Administrator of the City, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Bonds, and (iii) acceptable to the Officers.

19. Defeasance. When all Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Bonds shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Bonds which are due on any date by irrevocably depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Bond Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

20. Compliance With Reimbursement Bond Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States

Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Bonds, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

(a) Not later than sixty days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Project"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Project; provided, however, that no such Declaration shall necessarily have been made with respect to: (i) "preliminary expenditures" for the Project, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar prefatory costs, which in the aggregate do not exceed twenty percent of the "issue price" of the Bonds, and (ii) a *de minimis* amount of Reimbursement Expenditures not in excess of the lesser of \$100,000 or five percent of the proceeds of the Bonds.

(b) Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Bonds or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.

(c) The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but not prior to) the issuance of the Bonds, and not later than 18 months after the later of (i) the date of the payment of the Reimbursement Expenditure, or (ii) the date on which the Project to which the Reimbursement Expenditure relates is first placed in service, but in no event more than three years after the date of payment of the Reimbursement Expenditure.

(d) Each such reimbursement allocation will be made in a writing that evidences the City's use of Bond proceeds to reimburse the Reimbursement Expenditure and, if made within 30 days after the Bonds are issued, shall be treated as made on the day the Bonds are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph upon receipt of an opinion of its Bond Counsel for the Bonds stating in effect that such action will not impair the tax-exempt status of the Bonds.

21. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Bonds and

any other bonds payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

22. Certificate of Registration and Tax Levy. A certified copy of this resolution is hereby directed to be filed with the County Auditor of Otter Tail County, Minnesota, together with such other information as the County Auditor shall require, and there shall be obtained from the County Auditor a certificate that the Bonds have been entered in the County Auditor's Bond Register, and that the tax levy required by law has been made.

23. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance of the Bonds, certified copies of all proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Bonds as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

24. Negative Covenant as to Use of Bond Proceeds and Project. The City hereby covenants not to use the proceeds of the Bonds or to use the Project, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the Project, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

25. Tax-Exempt Status of the Bonds; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Bonds, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Bonds, and (iii) the rebate of excess investment earnings to the United States. The City expects to satisfy the twenty-four month exemption for gross proceeds of the Bonds as provided in Section 1.148-7(e) of the Regulations. The Mayor and/or the Clerk and/or Finance Director, are hereby authorized and directed to make such elections as to arbitrage and rebate matters relating to the Bonds as they deem necessary, appropriate or desirable in connection with the Bonds, and all such elections shall be, and shall be deemed and treated as, elections of the City.

26. No Designation of Qualified Tax-Exempt Obligations. The City will not designate the Bonds as "qualified tax exempt obligations" for purposes of Section 265(b)(3) of the Code.

27. Official Statement. The Official Statement relating to the Bonds prepared and distributed by Baker Tilly MA is hereby approved and the officers of the City are authorized in connection with the delivery of the Bonds to sign such certificates as may be necessary with respect to the completeness and accuracy of the Official Statement.

28. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution

29. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF OTTER TAIL
CITY OF FERGUS FALLS

I, the undersigned, being the duly qualified and acting City Administrator of the City of Fergus Falls, Minnesota, do hereby certify that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to authorizing the issuance and awarding the sale of \$16,870,000 General Obligation Bonds, Series 2024A.

WITNESS my hand on July 15, 2024.

City Administrator

EXHIBIT A
PROPOSALS

[To be supplied by Baker Tilly MA and Associates, Inc.]

EXHIBIT B
SCHEDULES

[To be supplied by Baker Tilly MA and Associates, Inc.]

ORDINANCE NO. 58, EIGHTH SERIES

AN ORDINANCE OF THE CITY OF FERGUS FALLS, MINNESOTA, RELATING TO CANNABIS, AMENDING CHAPTER 154.002 DEFINITIONS, CHAPTER 154.021, INTERIM USE PERMITS, CHAPTER 154.038, B-3, GENERAL BUSINESS DISTRICT, 154.040, B-6, SHOPPING CENTER BUSINESS DISTRICT, AND CHAPTER 154.041, I-1, PLANNED INDUSTRIAL DISTRICT OF THE CITY CODE.

THE CITY OF FERGUS FALLS DOES ORDAIN:

Section 1. City Code Chapter 154.002, Definitions, Cannabis Business is hereby added to read as follows:

CANNABIS BUSINESS. “Cannabis Business” means any of the cannabis businesses licensed by the State of Minnesota pursuant to MSA Chapter 342.

Section 2. City Code Chapter 154.021, Interim Use Permits, is amended at paragraph (C) so as to read:

(C) *No Interim Use Permits.* No interim use permits shall be issued in any:

- (1) Residential District Zones R-1 through R-5.
- (2) Residential District Zone R-A, except for bituminous or concrete mixing facilities, or
- (3) Business Districts Zones B-1 or B-2.

Section 3. City Code Chapter 154.038, B-3, General Business District, is hereby amended by adding the following subparagraph:

(G) *Uses by Interim Use Permit.* Within a B-3, General Business District, no building or land shall be used for one or more of the following uses, except by an interim use permit.

- (1) Cannabis Retailer;
 - (a) A cannabis retailer shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an

attraction within a public park that is regularly used by minors including a playground or athletic field.

(2) Warehousing/commercial indoor storage.

Section 4. City Code Chapter 154.040, B-6, Shopping Center Business District, at section (B)(2) hereby amended by adding the following use:

(d) Cannabis Retailer;

(a) A cannabis retailer shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

Section 5. City Code Chapter 154.040, B-6, Shopping Center Business District, is hereby amended by adding the following paragraph:

(H) *Uses by Interim Use Permit.* Within a B-6, Shopping Center District, no building or land shall be used for one or more of the following uses, except by an interim use permit.

(1) Cannabis Microbusiness;

(a) A cannabis microbusiness shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis microbusiness can operate in a B-6 zone for food processing and packaging purposes if no industrial processing or processing of raw materials is allowed.

(2) Cannabis Mezzobusiness;

(a) A cannabis mezzobusiness shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis mezzobusiness can operate in a B-6 zone for food processing and packaging purposes if no industrial processing or processing of raw materials is allowed.

(3) Cannabis Cultivator;

(a) A cannabis cultivator shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) If in a zone other than an agricultural zone, a cannabis cultivator can only grow indoors of up to 30,000 square feet and is not permitted to grow outdoors.

(c) A cannabis cultivator can operate in a B-6 zone for growing, cultivating and packaging purposes if no industrial processing or processing of raw materials is allowed.

Section 6. City Code Chapter 154.041, I-1, Planned Industrial District, is amended at subparagraph (C) by adding the following conditional uses:

(11) Cannabis Retailer;

(a) A cannabis retailer shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(12) Cannabis Microbusiness;

(a) A cannabis microbusiness shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis microbusiness can operate in a I1 through I3 zone for food processing and packaging purposes, industrial processing, processing of raw materials, and retail sales with proper state licensing.

(13) Cannabis Mezzobusiness;

(a) A cannabis mezzobusiness shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any

other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis mezzobusiness can operate in a I-1 zone for food processing and packaging purposes, industrial processing or processing of raw materials.

(14) Cannabis Cultivator;

(a) A cannabis cultivator shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) If in a zone other than an agricultural zone, a cannabis cultivator can only grow indoor of up to 30,000 square feet and not permitted to grow outdoors.

(c) A cannabis cultivator can operate in a I-1 zone for growing, cultivating, processing and packaging and processing of raw materials.

(15) Cannabis Manufacturer;

(a) A cannabis manufacturer shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis manufacturer can operate in a I-1 zone for food processing and packaging purposes, manufacturing, industrial processing or processing of raw materials.

(16) Cannabis Wholesaler;

(a) A cannabis wholesaler shall not be located within 250 feet from any public or private school, daycare, residential treatment facility, any other cannabis business, or an attraction within a public park that is regularly used by minors including a playground or athletic field.

(b) A cannabis wholesaler can operate in a I-1 zone for food processing and packaging purposes, manufacturing, industrial processing or processing of raw materials.

Section 6. City Code Chapter 154.041, I-1, Planned Industrial District, is amended at subparagraph (C) by adding the following subparagraph:

(I) *Uses by Interim Use Permit.* Within an I-1, Planned Industrial District no building or land shall be used for one or more of the following uses, except by an interim use permit:

(1) Bituminous or concrete mixing facility.

(2) Wood burning Stoves

Section 8. Effective date. The effective date of this ordinance shall be the _____ day of _____, 2024.

Section 7. Summary Publication. Pursuant to Minn. Stat. §412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

ORDINANCE NO. 58, EIGHTH SERIES

AN ORDINANCE OF THE CITY OF FERGUS FALLS, MINNESOTA, RELATING TO CANNABIS, AMENDING CHAPTER 154.002 DEFINITIONS, CHAPTER 154.021, INTERIM USE PERMITS, CHAPTER 154.038, B-3, GENERAL BUSINESS DISTRICT, 154.040, B-6, SHOPPING CENTER BUSINESS DISTRICT, AND CHAPTER 154.041, I-1, PLANNED INDUSTRIAL DISTRICT OF THE CITY CODE.

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

AYES:

NAYS:

ATTEST:

APPROVED:

City Administrator

Mayor

Published in the Fergus Falls Daily Journal on_____.

barb/acityoffergusfalls/ords/8thseries/Ord58



Council Memo

Page 1 of 1

Meeting Date:

July 15, 2024- City Council

Subject:

Planning Commission reaffirms its recommendation on cannabis zoning.

Recommendation:

At its April 22 meeting, Planning Commission made the following motion:

- To recommend City Council approve retail sales of cannabis in the B-3 zone via Conditional Use Permit.
- Permit the location and operation of a cannabis retail, microbusiness, and mezzobusiness in the B-6 zone.
- To enact 250 foot “buffer zones” around parcels containing licensed treatment centers, schools, and day cares.

Background/Key Points:

At its June meeting, Planning Commission reaffirmed its initial zoning recommendations to the Council and hopes Council will consider the following in its discussion and subsequent rulemaking:

- The City Council may issue interim use permits for an interim use of property for a period not to exceed five years. All interim use permits shall be subject to an annual administrative review. Considering these facts, observe the full five years allowable when approving an interim use permit for a cannabis business. Providing the full five-year period may give businesses greater confidence to invest in our community and the time to find stability in a new market.
- Long term, Planning Commission’s preference remains conditional use permits over interim use permits.

Respectfully Submitted:

Klara Beck
Community Development Director

PLANNING COMMISSION MINUTES

June 24, 2024

The Fergus Falls Planning Commission held a regular meeting on June 24, 2024, in the Council Chambers of City Hall. Chair Kilde called the meeting to order at 5:40 PM. Present were Laurel Kilde, Sarah Duffy, Nate Kunde, and Ryan Fullerton. Absent were Paul Vukonich, Wayne Schuett, and Mike Walls.

Staff present: Klara Beck and Jill Hanson.

Others Present: Jason Schuetzle, Lance Anderson, Scott Kvamme, Rick & Roxane Thom.

APPROVAL OF AGENDA

Motion to approve the agenda with the request to change the order of the public hearing by Commissioner Fullerton and seconded by Commissioner Kunde. Passed unanimously.

APPROVAL OF MINUTES

Commissioner Duffy made a motion to approve the minutes from May 28, 2024. It was seconded by Commissioner Fullerton. Passed unanimously.

PUBLIC HEARINGS

6b. REQUEST BY JASON SCHUETZLE TO OBTAIN A VARIANCE TO ERECT AN ACCESSORY STRUCTURE IN ONE OF THE FRONT YARDS OF THE CORNER LOT AT 1224 GREENFIELD AVENUE IN AN R-1 ZONE.

Klara Beck presented the staff report for the request of a variance in an R-1, one- family residence district, located at 1224 Greenfield Avenue. The applicant plans to erect an accessory structure in one of the front yards of the corner lot. Klara stated that according to zoning regulations, corner lots for residential use must permit appropriate building setbacks from both streets. 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 Avenue, it being a corner lot, the placement of the home, and a pool and concrete in the back yard, 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 Lane. One comment was received via email stating support for the variance application.

Chair Kilde opened the public hearing at **5:42 PM**. Hearing none, Chair Kilde closed the public hearing at **5:43PM**.

Commissioner Fullerton motioned to recommend approval of the variance request, seconded by Commissioner Kunde. Motion passed.

6a. REQUEST BY KEY PROPERTY INVESTMENT LLC TO OBTAIN 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 AVENUE IN AN R-2 ZONE.

Klara Beck presented the staff report for the request of a variance in an R-2 , one- and two-family residence district, located at 1022 Cleveland Avenue. The applicant 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. Klara explained 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 to 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. 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. No comments were received.

Chair Kilde opened the public hearing at **5:47 PM**. Hearing none, Chair Kilde closed the public hearing at **5:48 PM**.

Commissioner Duffy motioned to recommend approval of the variance request, seconded by Commissioner Fullerton. Motion passed.

DISCUSSION ITEMS

5a. SIGN ORDINANCE UPDATES

Community Development Manager Klara Beck opened the sign ordinance discussion noting the revised ordinance was discussed at the last meeting and the PC was given time to review the changes to the code individually and suggest any changes they would like to see. Commissioner Duffy stated that she compared it to some other City's sign codes and she felt it was a good draft. The other members of the PC were also pleased with the current draft and directed staff to move this ordinance draft to the City Attorney's office.

STAFF UPDATES

6a. Cannabis Zoning

Klara Beck explained on June 17 the City Council meeting included another discussion on a proposed cannabis zoning ordinance. The Council packet included two version of the ordinance for consideration: an initial draft ordinance that restricts sales of newly legal cannabis to zones B-6 and above, and a version of the ordinance allowing retail sales in the B-3 zone with a conditional use permit. Klara noted the council remains divided on the issue. Council sent the draft ordinance back to the Cannabis Committee for further review. The Cannabis Committee plans to bring forth language at an upcoming committee of the whole meeting suggesting use of interim use permits. There was discussion about the length of an interim use permit, which is restricted to 5 years. The PC discussed interim uses in the downtown and what conditions council envisions it might reasonably put in place that wouldn't be considered in an ordinance or state procedure. It was noted that five years is a short timeline for a business to get up and running. Members discussed their hope that council would approve interim uses for the full 5 years to give a business a chance to figure out the market. Chair Kilde mentioned that our B-6 zones don't provide many viable options for businesses to locate. Klara stated that the Cannabis Committee discussed rezoning some areas in the city to better fit the needs of businesses, including new cannabis businesses. Members wondered if rezoning would be part of a comprehensive plan or a larger planning process.

Chair Kilde indicated she was looking for a motion reaffirming the Planning Commission's original recommendation to Council to be submitted as part of the ongoing discussion, including their reaffirmation of the use of conditional use permits, particularly in the B-3 zone. It was noted that the PC also wanted to include their thoughts on the benefit of a full 5 years of interim use in consideration of a permit.

Motion and second were made by Commissioner Fullerton and Commissioner Kunde. Motion Passed.

July 22 is the next schedule meeting.

The meeting adjourned at **6:07 PM**.

Community Development Director

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

AT&T MOBILITY	CELL PHONE DATA	89.42
AT&T MOBILITY	DATA PLANS/FIRE CHIEF	49.76
AT&T MOBILITY	DATA PLANS/PREVENTION CHIEF	44.71
AT&T MOBILITY	DATA PLANS/TRAINING CHIEF	49.74
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-VERSTE	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-WALLACE	25.00
ADS ON BOARDS	JULY COMPLETE BOARD CLEAN&SEAL	700.00
VESTIS	JUNE LINEN SUPPLY	1,042.62
VESTIS	JUNE LINEN SUPPLY	37.91
ANYTIME PLUMBING LLC	JUNE COUNCIL CHAMBER BATHROOM	460.00
ANYTIME PLUMBING LLC	MARCH PEBBLE LAKE CLUB HOUSE	215.00
ANYTIME PLUMBING LLC	URINAL REPAIR	150.00
ATLAS OUTDOOR SERVICES LLC	JULY 722 W CHANNING AVE MOWING	55.00
ATLAS OUTDOOR SERVICES LLC	JUNE 1112 MAYBELLE AVE MOWING	215.00
ATLAS OUTDOOR SERVICES LLC	JUNE 221 E VERNON MOWING	210.00
ATLAS OUTDOOR SERVICES LLC	JUNE 515 W SUMMIT AVE MOWING	600.00
ATLAS OUTDOOR SERVICES LLC	JUNE 515 W SUMMIT MOWING	795.00
ATLAS OUTDOOR SERVICES LLC	JUNE 525 W LINCOLN MOWING	80.00
ATLAS OUTDOOR SERVICES LLC	JUNE 528 WESTERN AVE MOWING	210.00
ATLAS OUTDOOR SERVICES LLC	JUNE 644 W LINCOLN MOWING	105.00
ATLAS OUTDOOR SERVICES LLC	JUNE 729 E HAMPDEN AVE MOWING	210.00
ATLAS OUTDOOR SERVICES LLC	JUNE 804 N AURDAL AVE MOWING	77.50
CSG JANITORIAL	CLEANING 6/23-6/30	500.00
BIG AXX LLC	JULY BLADES SHARPENED	33.00
BIG AXX LLC	JULY FREIGHT	8.00
JEAN O. BOWMAN	JUNE BURGERS FOR PICNIC	181.92
CHARTER COMMUNICATIONS	07/02-08/01/24 CABLE	44.88
CHARTER COMMUNICATIONS	07/04-08/03/24 CABLE	52.62
MARK CHRISTOPHERSON	PAY APP NO 3	70,000.00
COMMISSIONER OF REVENUE	LESS 2024 JUNE ESTIMATED TAX	59,397.00-
COMMISSIONER OF REVENUE	2024 JUNE SALES TAX	77,748.00

General

COOPERS TECHNOLOGY GROUP	JULY FOLDERS,LEGAL PADS,PENS	110.52
COOPERS TECHNOLOGY GROUP	JULY HANGING FOLDERS	52.50
COOPERS TECHNOLOGY GROUP	JULY RUBBER BANDS,DRAWER ORGAN	22.39
COSSETTE ELECTRIC LLC	JULY LINCOLN/UNION STREETLIGHT	188.25
COSSETTE ELECTRIC LLC	JULY WASHINGTON AVE STREETLIGH	141.25
COSSETTE ELECTRIC LLC	JUNE REPLACED FUEL SOLENOID	335.78
DAILY JOURNAL	JULY FILING NOTICE	290.93
DAILY JOURNAL	YEARLY SUBSCRIPTION	208.80
DAKOTA FENCE COMPANY	JULY UNION AVE BRIDGE RAILING	4,468.00
DAKOTA FENCE COMPANY	JUNE MAGNUSON PARK FENCE	4,615.00
DISPLAY SALES	MAY CITY STREET DECORATIONS	7,690.00
EQUIPMENT FUND	JUNE FUEL CHARGES #3002	63.81
EQUIPMENT FUND	JUNE FUEL CHARGES #3004	21.05
EQUIPMENT FUND	JUNE FUEL CHARGES #3006	49.33
EQUIPMENT FUND	JUNE FUEL CHARGES #3009	42.76
EQUIPMENT FUND	JUNE FUEL CHARGES #3013	74.51
EQUIPMENT FUND	JUNE FUEL CHARGES #3040	54.02
EQUIPMENT FUND	JUNE FUEL CHARGES #3042	54.09
EQUIPMENT FUND	JUNE REPAIRS/SERVICE #3004	109.92
EQUIPMENT FUND	JUNE REPAIRS/SERVICE #3006	237.29
4M FUND	JUN 2024 SERVICE CHARGE	69.18
FASTENAL COMPANY	JUL PARK SAFETY VENDING	68.92
FASTENAL COMPANY	JUL STREET SAFETY VENDING	68.92
FASTENAL COMPANY	JUNE NAT CABLETIES	60.40
FERGUS POWER PUMP, INC.	JUNE DUST CONTROL CITY SHOP	7,420.00
F. F. AREA FAMILY YMCA	2024 BEACH LIFEGUARD CONTRACT	8,333.33
FERRO SAFE	LOCAL TAX	.09-
FERRO SAFE	OTC TAX	.09-
FERRO SAFE	STATE TAX	1.20-
GALLS LLC	HEINEN UNIFORM PURCHASE	28.93
GALLS LLC	NEW HIRES NAME TAGS	63.24
GALLS LLC	SGT COLLAR CHEVRONS	108.10
GENERAL FUND	JUNE COPIER USE	356.24
GENERAL FUND	JUNE POSTAGE USE	457.74
GENERAL FUND	TRANSFER JUNE COPIER USE	456.08-
GENERAL FUND	TRANSFER JUNE POSTAGE USE	729.88-
GOODIN COMPANY	JUNE KIRKBRIDE/ELBOW,HANGER	67.71
GOODIN COMPANY	JUNE URINALS FOR PARKS	870.38
GRANITE ELECTRONICS	SQUAD RADIOS REPAIRED	150.00
GRANITE ELECTRONICS	SQUAD RADIOS SHIPPING	15.00
GREAT PLAINS FIRE	JULY E1 PUMP REPAIR	609.49
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	290.52
HAWKINS INC	JUNE SPLASH PAD CHEMICALS	306.92

General

HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREMIUM	1,008.00
HIGH POINT NETWORKS LLC	HPN MONTHLY M365/GSUITE BACKUP	345.00
HIGH POINT NETWORKS LLC	OFFICE 365 G3 GCC	2,576.00
HIGH POINT NETWORKS LLC	PROJECT PLAN 3 FOR GCC	30.00
HIGH POINT NETWORKS LLC	VISIO PLAN 2 FOR GCC	45.00
HOME DEPOT CREDIT SERVICES	JUL 3/4" HANGER STRAP (MICK)	9.62
HOME DEPOT CREDIT SERVICES	JULY #10 THICK WAX RING	4.38
HOME DEPOT CREDIT SERVICES	JULY EGG WHITE PAINT	57.99
HOME DEPOT CREDIT SERVICES	JULY MOUSE TRAPS	12.94
HOME DEPOT CREDIT SERVICES	JULY PAINT, ROLLERS	112.95
HOME DEPOT CREDIT SERVICES	JULY RETURN PAINT	57.99-
HOME DEPOT CREDIT SERVICES	JULY STEEL WOOL,OIL PAINT,POLI	80.59
HOME DEPOT CREDIT SERVICES	JULY 1/2" DROP IN ANCHOR	10.02
HOME DEPOT CREDIT SERVICES	JUNE BROOMS & DUSTPAN	59.91
HOME DEPOT CREDIT SERVICES	JUNE CLEAR ACRYLIC SHEETS	57.38
HOME DEPOT CREDIT SERVICES	JUNE NYLON/POLY ROPE,EYE SNAPS	29.68
HOME DEPOT CREDIT SERVICES	JUNE REPAIR RING, TAPCON FLAT	11.33
HOME DEPOT CREDIT SERVICES	JUNE WOOD SCREWS	8.28
ISD #544	2023 OP COST REFUND	838.93
JEFFERSON FIRE & SAFETY INC	JUNE FOAM & SINGLE USE BLANKET	1,942.50
JASON KORBY	2024 SAFETY BOOT REIMBURSEMENT	180.45
LAKELAND MENTAL HEALTH CENTER	JUNE/EMPLOYEE ASSIST-1774638	110.00
LEAGUE OF MINNESOTA CITIES	2024 ANNUAL CONFERENCE-KVAMME	540.00
LOCATORS & SUPPLIES INC	JUL WHITE MARKING PAINT JACOB	179.98
VICTOR LUNDEEN COMPANY	JULY COPY PAPER	990.00
MARCO TECHNOLOGIES LLC	CISCO FIREWALL UNIT	2,505.51
MARCO TECHNOLOGIES LLC	PROF.SERVICES SECURITY CAMS	544.00
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	693.24
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	107.04
MARK SAND AND GRAVEL COMPANY	JUL BIT MIX OTTERTAIL DR	3,899.80
MIDLAND DOOR SOLUTIONS	HANGAR DOOR REPAIR	597.00
MIDLAND DOOR SOLUTIONS	HANGAR 10 REPAIR	1,115.75
MN DEPT OF TRANSPORTATION	JUNE ASPHALT EMULSION, CRS-2	10,971.33
MISSION MECHANICAL INC	JUNE HEAT PUMP REPAIRS	3,954.00
TONY NEVILLE	JUNE PROFESSIONAL SERVICES	650.00
NEW HORIZONS ENERGY	JUNE PROPANE-MAIN TERMINAL	636.69
NEW HORIZONS ENERGY	JUNE PROPANE-SRE BUILDING	350.45
NYCKLEMOE & ELLIG, P.A.	JULY PROSECUTING SERVICES	9,758.33
OTTER TAIL COUNTY HIGHWAY DEPT	APRIL DECORATIVE LTS ROUNDABOU	16.14
OTC HUMANE SOCIETY INC	1ST QTR 2024 ANIMAL BOARDING	3,000.00
OTC HUMANE SOCIETY INC	2ND QTR 2024 ANIMAL BOARDING	3,000.00
OTC HUMANE SOCIETY INC	3RD QTR 2024 ANIMAL BOARDING	3,000.00
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	37,980.65

General

OTTER TAIL POWER COMPANY	MAY INSERT-JUNETEENTH, NNO	131.46
OTTER TAIL POWER COMPANY	MAY INSERT-RABIES CLINIC	131.46
OTTER TAIL POWER COMPANY	MAY INSERT-SPLASH PAD ARTIST	131.46
OTTER TAIL POWER COMPANY	MAY INSERT-STREET PROJECTS	131.46
OTTER TAIL TELCOM	JULY ADDITIONAL LISTING	5.00
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	1,043.30
OTTER TAIL TELCOM	JULY TELEPHONE LINES	2,462.54
OTTER TAIL TELCOM	JULY TELEPHONE LINES CITY HALL	67.50
OTTER TAIL TELCOM	JULY TELEPHONE LINES FOR PD	167.45
OTTER TAIL TELCOM	JUNE LONG DISTANCE	39.49
OTTER TAIL TELCOM	JUNE TELEPHONE EXPENSE	312.66
PEMBERTON LAW, P.L.L.P.	APRIL 2024 LEGAL SERVICES	897.00
PEMBERTON LAW, P.L.L.P.	JUNE 2024 LEGAL SERVICES	139.50
PEMBERTON LAW, P.L.L.P.	MARCH 2024 LEGAL SERVICES	1,358.50
PEMBERTON LAW, P.L.L.P.	MAY 2024 LEGAL SERVICES	259.50
PLATTE PROPERTIES II, LLC	LOCAL TAX	.26-
PLATTE PROPERTIES II, LLC	OTC TAX	.26-
PLATTE PROPERTIES II, LLC	STATE TAX	3.61-
POLICE DEPT CONTINGENCY FUND	DUENOW UNIFORM PURCHASE	192.40
POLICE DEPT CONTINGENCY FUND	FOREMAN UNIFORM PURCHASE	937.44
POLICE DEPT CONTINGENCY FUND	GEER UNIFORM PURCHASE CK# 3962	157.04
POLICE DEPT CONTINGENCY FUND	MATTSON UNIFORM PURCHASE	66.87
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/JUN	43.12
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/38381TC37	21.56-
JESSE SCHNEEBERGER	2024 TENNIS SESSION II	1,404.00
SHERWIN WILLIAMS CO	JUL 5 GAL BUCKET POURING SPOUT	2.12
SHERWIN WILLIAMS CO	JULY PAINT FOR DIRECTORIES	68.90
SKY CREW SERVICES, LLC	AUGUST MANAGEMENT FEES	3,500.00
STATE TREASURER	1ST QTR SURCHARGE ADJUSTMENT	10.00
STATE TREASURER	2ND QTR SURCHARGE	5,529.64
STATE TREASURER	2ND QTR SURCHARGE RETENTION	221.19-
STREICHER'S INC	BADGES 122, 116,126 AND SGTS	701.00
STREICHER'S INC	GEER UNIFORM PURCHASE	129.99
SUNRISE WELLNESS	2024 PERA ANALYSIS	1,329.03
SWANSTON EQUIPMENT CO	JUL CHAINSAW BAR/CHAIN (PARK)	94.98
T-MOBILE	TRUCK IPAD DATA PLANS	192.33
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	40.01
WEX	JULY ER HSA CONTRIBUTION	9,998.12
	F U N D T O T A L	255,072.22

P.A. General

P.A. General

ATLAS OUTDOOR SERVICES LLC	JULY CBHH SNOW/LAWN CARE	1,000.00
GENERAL FUND	JUNE COPIER USE	42.82
LOW VOLTAGE CONTRACTORS INC	CBHH SECURITY SYSTEM UPGRADE	9,430.42
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	51.89
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	22.02
NOVA FIRE PROTECTION, LLC	SPRINKLER HEADS FOR CBHH	542.00
OTTER TAIL TELCOM	JULY TELEPHONE LINES	6.21
SUMMIT COMPANIES	MONTHLY MONITORING -JULY	36.00
SUMMIT COMPANIES	QTRLY FIRE ALARM INSPECTION	174.00
SUMMIT COMPANIES	6 YEAR MAINT-FIRE EXTINGUISHER	68.70
WEX	JULY ER HSA CONTRIBUTION	50.00
	F U N D T O T A L	11,424.06

Regional Treatment Center-City Operated

OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	329.34
	F U N D T O T A L	329.34

Public Library

ADMINISTRATOR'S CONTINGENCY FD	JUNE MILEAGE REIMBURSEMENT	44.22
VESTIS	JUNE LINEN SUPPLY	18.28
BAKER & TAYLOR INC	BOOKS	878.32
BAKER & TAYLOR INC	FREIGHT SURCHARGE	17.57
BAKER & TAYLOR INC	LOWE PROCESSING	2.00
BAKER & TAYLOR INC	PROCESSING	77.82
DAILY JOURNAL	LEGACY NEWSPAPER AD	360.15
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	23.00
HOOPLA	DIGITAL CONTENT	1,099.96
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	1,507.47
OTTER TAIL TELCOM	JULY LIBRARY FAX LINE	35.49
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	212.32
OTTER TAIL TELCOM	JULY TELEPHONE LINES	105.55
US BANK EQUIPMENT FINANCE	06/20-07/20/24 COPIER RENT	594.21
WEX	JULY ER HSA CONTRIBUTION	1,187.50

Public Library

F U N D T O T A L 6,163.86

Bigwood Event Center

CARDCONNECT	JUNE CREDIT CARD FEES	58.17
CLOVER	JULY POS MONTHLY CHARGE	215.59
COSSETTE ELECTRIC LLC	JUNE SAFETY REPAIRS	151.71
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	2,493.12
OTTER TAIL TELCOM	JULY INTERNET ACCESS FOR BW	163.59
OTTER TAIL TELCOM	JULY TELEPHONE LINES	198.03
OTTER TAIL TELCOM	JUNE TELEPHONE EXPENSE	43.75
TWEETON REFRIGERATION	JUNE ICE MACHINE RENTAL	180.00
WEX	JULY ER HSA CONTRIBUTION	275.00
	F U N D T O T A L	3,778.96

T.I. #4-11 H9, LLC

H9 LLC	SEMI-ANNUAL PAYMENT/INTEREST	7,455.84
H9 LLC	SEMI-ANNUAL PAYMENT/PRINCIPAL	6,323.21
	F U N D T O T A L	13,779.05

IRP Revolving Loan

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

CDBG/HUD Revolving Loan

CDBG/HUD Revolving Loan

GENERAL FUND	JUNE COPIER USE	13.16
GENERAL FUND	JUNE POSTAGE USE	1.28
	F U N D T O T A L	14.44

Capital Improvement

BOLTON & MENK INC	DELAGOON PARK IMPROVEMENTS	7,106.00
BRAUN INTERTEC CORPORATION	PROF SERV THRU 6/21/2024	8,407.00
BRAUN INTERTEC CORPORATION	PROF SERVICE THRU 5/17/2024	894.75
BRAUN INTERTEC CORPORATION	PROF SERVICES THRU 6/14/2024	2,190.25
DAILY JOURNAL	JUNE SPLASH PAD SPONSORSHIP	219.00
JLG ARCHITECTS	PROF SERVICES ENDING 6/30/2024	9,933.83
MOORE ENGINEERING INC	STANTON AVE RECONSTRUCTION	33,568.75
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	20.88
JOE RILEY CONSTRUCTION INC	PAY APP NO 4	361,385.62
TAFT STETTINIUS HOLLISTER LLP	MAY 2024 CONTRACT MATTER	1,105.00
THE TRADESMEN CONSTRUCTION INC	PAY APP NO. 6 AQUATICS	897,837.40
	F U N D T O T A L	1,322,668.48

Liquor Store

THE AMERICAN BOTTLING COMPANY	JULY/MIX	348.52
VESTIS	JUNE LINEN SUPPLY	344.35
ARTISAN BEER COMPANY	JULY/BEER	1,526.10
ARTISAN BEER COMPANY	JULY/MIX	147.60
ARTISAN BEER COMPANY	JULY/THC BEVERAGES	873.80
ARTISAN BEER COMPANY	JUNE/BEER	411.40
BEVERAGE WHOLESALERS INC	JULY/BEER	63,742.12
BEVERAGE WHOLESALERS INC	JULY/LIQUOR	3,907.00
BEVERAGE WHOLESALERS INC	JULY/MIX	936.60
BEVERAGE WHOLESALERS INC	JUNE/BEER	32,513.06
BEVERAGE WHOLESALERS INC	JUNE/LIQUOR	2,125.20
BEVERAGE WHOLESALERS INC	JUNE/MIX	357.80
BEVERAGE WHOLESALERS INC	JUNE/WINE	310.50
BRAUN VENDING INC	JULY SUPPLIES-WATER	28.00

Liquor Store

BRAUN VENDING INC	JULY WATER COOLER RENT	16.00
BREAKTHRU BEVERAGE MINNESOTA	JULY/BEER	205.80
BREAKTHRU BEVERAGE MINNESOTA	JULY/FREIGHT	297.95
BREAKTHRU BEVERAGE MINNESOTA	JULY/LIQUOR	7,224.79
BREAKTHRU BEVERAGE MINNESOTA	JULY/MIX	670.00
BREAKTHRU BEVERAGE MINNESOTA	JULY/WINE	8,251.91
BREAKTHRU BEVERAGE MINNESOTA	JUNE/BEER	1,280.00
BREAKTHRU BEVERAGE MINNESOTA	JUNE/FREIGHT	350.90
BREAKTHRU BEVERAGE MINNESOTA	JUNE/LIQUOR	24,217.82
BREAKTHRU BEVERAGE MINNESOTA	JUNE/MIX	146.33
BREAKTHRU BEVERAGE MINNESOTA	JUNE/WINE	900.00
CAYAN	JUNE 2024 CR CD FEES	16,417.22
COMMISSIONER OF REVENUE	2024 JUNE SALES TAX	1.72
D-S BEVERAGES, INC.	JULY/BEER	40,048.25
D-S BEVERAGES, INC.	JULY/FREIGHT	3,889.80
D-S BEVERAGES, INC.	JULY/MIX	599.45
D-S BEVERAGES, INC.	JULY/WINE	250.50
D-S BEVERAGES, INC.	JUNE/BEER	26,479.55
D-S BEVERAGES, INC.	JUNE/LIQUOR	2,255.25
D-S BEVERAGES, INC.	JUNE/MIX	773.50
D-S BEVERAGES, INC.	JUNE/THC BEVERAGES	806.10-
DACOTAH PAPER CO	JULY SUPPLIES-BAGS	557.92
DACOTAH PAPER CO	JUNE BAGS, ROLL THERMAL	311.79
NOTHING BUT HEMP	JULY THC BEVERAGES	750.00
F-M FORKLIFT SALES & SERVICE	JUNE REPAIR AXLE, NEW ROLL PIN	438.51
FERGUS BREWING COMPANY LLC	JULY/BEER	552.00
FORESTEDGE WINERY	JUNE/WINE	552.00
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	30.60
THE HOME CITY ICE COMPANY	JULY/FREIGHT #7408240053	15.00
THE HOME CITY ICE COMPANY	JULY/FREIGHT #7583240141	15.00
THE HOME CITY ICE COMPANY	JULY/FREIGHT #7628240363	15.00
THE HOME CITY ICE COMPANY	JULY/FREIGHT #7628240398	15.00
THE HOME CITY ICE COMPANY	JULY/ICE #7408240053	206.31
THE HOME CITY ICE COMPANY	JULY/ICE #7583240141	386.64
THE HOME CITY ICE COMPANY	JULY/ICE #7628240363	182.64
THE HOME CITY ICE COMPANY	JULY/ICE #7628240367	66.45
THE HOME CITY ICE COMPANY	JULY/ICE #7628240398	175.56
THE HOME CITY ICE COMPANY	JULY/ICE #7631241080	295.90
THE HOME CITY ICE COMPANY	JUNE/FREIGHT #7525240231	15.00
THE HOME CITY ICE COMPANY	JUNE/ICE #7525240228	140.25
THE HOME CITY ICE COMPANY	JUNE/ICE #7525240231	205.71
JOHNSON BROTHERS LIQUOR CO	JULY/FREIGHT	631.74
JOHNSON BROTHERS LIQUOR CO	JULY/LIQUOR	21,778.79

Liquor Store

JOHNSON BROTHERS LIQUOR CO	JULY/MIX	38.70
JOHNSON BROTHERS LIQUOR CO	JULY/WINE	7,050.01
JOHNSON BROTHERS LIQUOR CO	JUNE/FREIGHT	15.20
JOHNSON BROTHERS LIQUOR CO	JUNE/LIQUOR	1,116.00
LIQUOR STORE	RECEIPT JULY RENT	358.00-
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	125.90
THE MCKINNON COMPANY INC	JULY/MIX-RED BULL	193.40
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	3,331.08
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	359.04
OTTER TAIL TELCOM	JULY TELEPHONE LINES	94.51
PAUSTIS WINE COMPANY	JUNE/FREIGHT	9.00
PAUSTIS WINE COMPANY	JUNE/WINE	319.00
PHILLIPS WINE & SPIRITS CO	JULY/FREIGHT	184.77
PHILLIPS WINE & SPIRITS CO	JULY/LIQUOR	8,845.58
PHILLIPS WINE & SPIRITS CO	JULY/MIX	56.10
PHILLIPS WINE & SPIRITS CO	JULY/WINE	1,679.66
PHILLIPS WINE & SPIRITS CO	JUNE/FREIGHT	3.80
PHILLIPS WINE & SPIRITS CO	JUNE/WINE	72.00
SOUTHERN GLAZER'S OF MN	JULY/FREIGHT	196.10
SOUTHERN GLAZER'S OF MN	JULY/LIQUOR	7,264.93
SOUTHERN GLAZER'S OF MN	JULY/MIX	167.00
SOUTHERN GLAZER'S OF MN	JULY/WINE	1,850.14
TALKING WATERS BREWING CO LLC	JUNE/BEER	225.00
TOTAL REGISTER SYSTEMS	FTP MONTHLY SERVICE	32.21
VINOPIA INC	JULY/FREIGHT	10.00
VINOPIA INC	JULY/WINE	618.39
WEX	JULY ER HSA CONTRIBUTION	1,318.76
	F U N D T O T A L	303,198.78

Refuse Disposal

ALBANY RECYCLING CENTER INC	JUNE TV, COMPUTERS, APPLIANCES	2,073.46
VESTIS	JUNE LINEN SUPPLY	1,033.25
COMMISSIONER OF REVENUE	2024 JUNE SALES TAX	16.37
COMMISSIONER OF REVENUE	2024 JUNE SWMT	31,202.00
DACOTAH PAPER CO	JULY DETERGENT, CLEANER	86.36
DACOTAH PAPER CO	JULY DISP SVP ULTRA BLK F/SOFT	14.42
WASTE MANAGEMENT	06/16-06/30/24 PRO SERVICES	4,830.27
EPG COMPANIES INC	JUNE SUREPUMP FOR REPAIR	2,775.40

Refuse Disposal

EQUIPMENT FUND	JUNE REPAIRS/SERVICE #0501	1,157.00
FASTENAL COMPANY	JUL REFUSE SAFETY VENDING	68.92
HOME DEPOT CREDIT SERVICES	JUL SPADE/CULTIVATOR/RAKE LAND	141.94
INTRINSIC DESIGNS	JUNE KEVIN OEHLER RETIREMENT	50.00
LIBERTY TIRE SERVICES LLC	JUNE CAR TIRES	1,092.40
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	203.82
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	87.96
NEW HORIZONS ENERGY	JUNE PROPANE-LANDFILL BUILDING	1,574.99
OTTER TAIL COUNTY TREASURER	JUNE TIPPING FEES	91,305.78
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	171.15
OTTER TAIL POWER COMPANY	APRIL SERVICE-MAIL BILLS	113.04
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	153.47
OTTER TAIL TELCOM	JULY TELEPHONE LINES	24.84
U.S. POSTMASTER	JULY POSTAGE	3,000.00
REVTRAK INC	JUNE 2024 CR CD FEES	3,988.21
SERVICE FOOD SUPERVALU	JULY KEVIN OEHLER RETIREMENT	63.97
SIGELMAN STEEL & SALVAGE CO	JUL SHEET METAL FOR COMPACTOR	510.00
SIGELMAN STEEL & SALVAGE CO	JUL 3/8 BAR COMPACTOR (ADAM)	20.00
WASTEWATER TREATMENT FUND	JUNE ASH CELL LEACHATE	672.00
WASTEWATER TREATMENT FUND	JUNE DEMO CELL 81.600 GAL	4,080.00
WEX	JULY ER HSA CONTRIBUTION	1,898.13
	F U N D T O T A L	152,409.15

Sewage Treatment

VESTIS	JUNE LINEN SUPPLY	243.42
COSSETTE ELECTRIC LLC	JULY COLLEGE LIFT STATION	277.22
COSSETTE ELECTRIC LLC	JULY TWO RIVERS LIFT STATION	92.00
FASTENAL COMPANY	JUL SEWER SAFETY VENDING	68.92
FERGUSON WATERWORKS #1657	JUL MANHOLE LID EXTRACTOR/HOOK	320.69
GOIN' POSTAL FERGUS FALLS	JUL SEND CONTROL OUT FOR REPAI	9.00
GOPHER STATE ONE CALL	JUNE BILLABLE TICKETS	86.40
HIPERLINE	APRIL SPECTRASHIELD LINER	5,402.90
JOHNSON JET-LINE	JUNE DOUBLE BEVEL SLEEVE,GASKE	674.42
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	203.83
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	72.57
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	8,607.76
OTTER TAIL POWER COMPANY	APRIL SERVICE-MAIL BILLS	113.05
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	177.48

Sewage Treatment

OTTER TAIL TELCOM	JULY TELEPHONE LINES	99.35
U.S. POSTMASTER	JULY POSTAGE	3,000.00
RMB ENVIRONMENTAL LABORATORIES	JUNE ANALYSIS	1,244.48
REVTRAK INC	JUNE 2024 CR CD FEES	3,988.21
SPEE*DEE DELIVERY SERVICE INC	JUNE SHIPMENTS	35.55
WASTEWATER TREATMENT FUND	RECEIPT TO JUNE LEACHATE	4,752.00-
WEX	JULY ER HSA CONTRIBUTION	1,150.62
	F U N D T O T A L	21,115.87

Water

VESTIS	JUNE LINEN SUPPLY	213.04
APEX ENGINEERING GROUP INC	JUNE FFPW-PRESSURE MONIORING	2,016.55
APEX ENGINEERING GROUP INC	MAY FFPW PRESSURE MONITORING	1,995.45
FASTENAL COMPANY	JUL WATER SAFETY VENDING	68.92
FERGUSON WATERWORKS #1657	JUL CURB BOX TOP ANCHOR BOLT	35.95
FERGUSON WATERWORKS #1657	JUL CURB BOX TOP ANCHOR BOLTS	52.40
FERGUSON WATERWORKS #1657	JUL SOC-TITE PENT PLG SOCKET	185.22
FERGUSON WATERWORKS #1657	JUL 1/2" FLANK PENTAGON SOCKET	87.72
FERGUSON WATERWORKS #1657	JUL 2" MACH 10 R900I USG METER	1,236.67
FERRO SAFE	LESS DEPOSIT (REC#234323)	260.00
FERRO SAFE	3,400 COMMERICAL WATER SALES	13.94-
FERRO SAFE	3" METER RENT 6-26-24-6-27-24	3.53-
GENERAL FUND	JUNE COPIER USE	43.76
GENERAL FUND	JUNE POSTAGE USE	270.86
GOIN' POSTAL FERGUS FALLS	JULY SHIPMENT	14.80
GOPHER STATE ONE CALL	JUNE BILLABLE TICKETS	86.40
GRAYMONT (WI) LLC	JUNE HIGH CALCIUM QUICKLIME	9,167.27
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	296.02
MARCO TECHNOLOGIES LLC	06/27-07/27/24 PRINTER RENT	13.93
MAXAIR, LLC	JUNE COMPRESSOR REPAIR	445.10
METRO SALES, INC	06/08-07/07/24 COPIER RENT	63.68
METRO SALES, INC	06/08-07/07/24 COPIER USAGE	4.66
MN DEPARTMENT OF HEALTH	2ND QTR 2024 WATER CONNECTIONS	12,315.00
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	6,789.06
OTTER TAIL POWER COMPANY	APRIL SERVICE-MAIL BILLS	113.05
OTTER TAIL POWER COMPANY	MAY INSERT-WATER QUALITY REPOR	131.46
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	178.80
OTTER TAIL TELCOM	JULY TELEPHONE LINES	43.47

Water

PLATTE PROPERTIES II, LLC	METER RENT 4-9-24-6-25-24	33.00-
PLATTE PROPERTIES II, LLC	WATER@ \$4.10/1.000 GAL	19.57-
PLATTE PROPERTIES II, LLC	5/8 METER DEPOSIT	60.00
U.S. POSTMASTER	JULY POSTAGE	3,000.00
REVTRAK INC	JUNE 2024 CR CD FEES	3,988.21
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	78.12
WEX	JULY ER HSA CONTRIBUTION	1,653.13
	F U N D T O T A L	44,838.66

Storm Water

GOPHER STATE ONE CALL	JUNE BILLABLE TICKETS	86.40
HOME DEPOT CREDIT SERVICES	JUL GREAT STUFF FILLER LIBRARY	25.10
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	356.07
OTTER TAIL POWER COMPANY	MAY INSERT-STORMWATER RUNOFF	131.45
	F U N D T O T A L	599.02

Equipment

VESTIS	JUNE LINEN SUPPLY	455.20
AMERICAN WELDING & GAS, INC	JUL ARGON/OXYGEN/ACETYLENE/NOZ	336.95
AUTO VALUE - FERGUS FALLS	JUL A/C COMPRESSOR/ACCUMULATOR	250.80
AUTO VALUE - FERGUS FALLS	JUL A/C SWICTH UNIT 95	13.99
AUTO VALUE - FERGUS FALLS	JUL AIR FILTER UNT 2091	14.30
AUTO VALUE - FERGUS FALLS	JUL ATM FUSED CIRCUIT	3.49
AUTO VALUE - FERGUS FALLS	JUL BELT TENSIONER/BELT/SWITCH	93.97
AUTO VALUE - FERGUS FALLS	JUL BELT UNIT 958	18.99
AUTO VALUE - FERGUS FALLS	JUL BRAKE CHAMBER UNIT 228	32.92
AUTO VALUE - FERGUS FALLS	JUL BRAKE PADS UNIT 2091	54.99
AUTO VALUE - FERGUS FALLS	JUL BRAKE PADS UNIT 43	64.99
AUTO VALUE - FERGUS FALLS	JUL BRAKE PADS/ROTORS U-2091	333.97
AUTO VALUE - FERGUS FALLS	JUL BRASS FUSE TABS (SHOP)	15.48
AUTO VALUE - FERGUS FALLS	JUL CALIPERS UNIT 43	306.14
AUTO VALUE - FERGUS FALLS	JUL CREDIT RETURNED BRAKE PADS	50.99-
AUTO VALUE - FERGUS FALLS	JUL CREDIT RETURNED PARTS	139.24-

Equipment

AUTO VALUE - FERGUS FALLS	JUL DRIVE BELT UNIT 43	25.99
AUTO VALUE - FERGUS FALLS	JUL HYD HOSE/SPLICER U-958	90.09
AUTO VALUE - FERGUS FALLS	JUL MASS AIRFLOW SENSOR CLEANER	11.99
AUTO VALUE - FERGUS FALLS	JUL OIL FILTER UNIT 263	11.20
AUTO VALUE - FERGUS FALLS	JUL PADS/ BALL JOINTS UNIT 43	243.95
AUTO VALUE - FERGUS FALLS	JUL STOCK OIL FILTERS	39.69
AUTO VALUE - FERGUS FALLS	JUL STOCK PARTS ORDER	82.77
AUTO VALUE - FERGUS FALLS	JUL TRUCK SIDE TRAILER CONNECT	21.99
AUTO VALUE - FERGUS FALLS	JUL TURN SIGNAL SWITCH U-95	90.04
AUTO VALUE - FERGUS FALLS	JUL U-JOINTS UNIT 40	143.48
AUTO VALUE - FERGUS FALLS	JUN REAR BRAKE PADS UNIT 80	65.99
AUTO VALUE - FERGUS FALLS	JUN REAR PADS/ROTORS UNIT 80	226.97
AUTO VALUE - FERGUS FALLS	JUN REAR WHEEL SEALS UNIT 80	51.98
AUTO VALUE - FERGUS FALLS	JUN STOCK HYD FITTING	45.59
COMMISSIONER OF REVENUE	2024 JUNE SPECIAL FUEL TAX	744.71
COMMISSIONER OF REVENUE	2024 JUNE SALES TAX	38.91
COSSETTE ELECTRIC LLC	JUL REPLACED 2 CEILING FANS AT	466.24
COSSETTE ELECTRIC LLC	JULY SHED 1 GARAGE DOOR OPENER	92.00
DEPT. OF MOTOR VEHICLE	2023 ONE ARM TRUCK TAX/#229	9,002.94
EQUIPMENT FUND	JUNE FUEL USAGE	359.57-
EQUIPMENT FUND	JUNE REPAIRS/SERVICE	1,504.21-
JOHN DEERE FINANCIAL	JUL DECK SPINDLE ASSY (STK)	170.43
JOHN DEERE FINANCIAL	JUL SHAFT/KEY (STOCK)	674.38
FASTENAL COMPANY	JUL SHOP SUPPLY VENDING	52.09
FASTENAL COMPANY	JUL 1/2" GRADE 8 BOLTS/HRDWR	15.37
FASTENAL COMPANY	JUL 1/2" X 8" GRADE 8 BOLT 826	3.69
NAPA AUTO PARTS - FERGUS FALLS	JUL BRAKE CALIPERS UNIT 43	290.64
NAPA AUTO PARTS - FERGUS FALLS	JUL BRAKE ROTORS UNIT 2091	599.00
NAPA AUTO PARTS - FERGUS FALLS	JUL CV AXLE SHAFT UNIT 2093	200.64
GRAINGER INC	JUL FIRE EXT COVER/GASKETS 229	25.28
GREAT PLAINS NATURAL GAS CO	JUNE NATURAL GAS EXPENSE	228.65
HOME DEPOT CREDIT SERVICES	JUL BRASS FITTINGS/WIRE STRAPS	57.48
INTERSTATE BATTERY SYSTEM	JUL STOCK BATTERIES MT78/SRM27	257.90
INTERSTATE POWER SYSTEMS INC	JUL SPEED SENSOR UNIT 228	192.61
INTERSTATE POWER SYSTEMS INC	JUN CREDIT RETURNED SENSOR	177.76-
LAKEWAY EXPRESS LLC	JUL NON OXYGENATED FUEL DELAGO	60.14
LAKEWAY EXPRESS LLC	JUL NON-OXYGENATED FUEL CANS	85.62
LAWSON PRODUCTS INC	JUL SHOP SUPPLY ORDER	521.82
MARCO TECHNOLOGIES LLC	06/27-07/27/24 COPIER RENT	85.22
MCMASTER-CARR SUPPLY CO	JUL 2" LONG SPACERS UNIT 229	139.25
MCMASTER-CARR SUPPLY CO	JUNE WALL STEEL PIPE NIPPLE	69.99
NORTHWEST TIRE INC	2091 NEW TIRES	672.35
OLSON OIL COMPANY INC	JUL PREM RED DIESEL DELAGOON	1,834.83

Equipment

OLSON OIL COMPANY INC	JULY DEF FLUID	513.36
OLYMPIC SALES INC	JUL TRUNNION BAR/SIDES COMPACT	178.38
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	1,234.89
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	55.13
OTTER TAIL TELCOM	JULY TELEPHONE LINES	68.30
OTTER TAIL TELCOM	JUNE TELEPHONE EXPENSE	79.95
OXYGEN SERVICE COMPANY	JUL CUTTING GUIDE KIT FAB SHOP	129.36
POLICE DEPT CONTINGENCY FUND	#2103 DETAILING/24019973	189.99
R & R SPECIALTIES, INC.	JUL ZAMBONI WATER PUMP JACOB	1,518.55
SHERWIN WILLIAMS CO	JUL GRACO SPRAY TIP UNIT 495	50.43
SIGNWORKS SIGNS & BANNERS INC	JUNE SIDE GRAPHICS: NEW LOGO	600.00
SNAP-ON TOOLS CORPORATION	JUNE NITROGEN PRESSURE TESTER	301.50
STENERSON BROTHERS LUMBER CO	JUL CONCRETE FORM MATERIALS FO	794.09
WALLWORK TRUCK CENTER F.F.	JUL BRAKE SHOES/DRUMS/CHAMBER/	386.31
WALLWORK TRUCK CENTER F.F.	JUL 32" SLICK DISC UNIT 826	36.00
WASTEQUIP LLC	JUL 5TH WHEEL PLATE UNIT 826	3,949.62
WEST TOOL & DESIGN, INC.	JUL SHOP WELDING TABLE	1,185.00
WEX	JULY ER HSA CONTRIBUTION	1,106.24
	F U N D T O T A L	29,875.41

Employees Insurance

UNITED STATES TREASURY	2023 PCORI FEE (FORM 720)	704.73
	F U N D T O T A L	704.73

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	795.32
	F U N D T O T A L	795.32

PEG Access

7/15/2024

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

PEG Access

LIQUOR STORE	JULY RENT	358.00
OTTER TAIL POWER COMPANY	JUNE ELECTRICITY EXPENSE	83.71
OTTER TAIL TELCOM	JULY TELEPHONE EXPENSE	227.86
	F U N D T O T A L	669.57

Fergus Falls Convention and Visitor's Bureau, Inc.

MILES PARTNERSHIP LLLP	2,000 EXPLOREMN.COM LEADS	900.00
RICHES PROPERTIES LLC	AUGUST RENT	525.00
VERIZON WIRELESS	JUNE CELL PHONE EXPENSE	116.25
	F U N D T O T A L	1,541.25

T O T A L A L L F U N D S 2,168,978.27

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

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 15 DAY OF 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

7/15/2024

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

COMMISSIONER OF REVENUE	50,354.71
DEPT. OF MOTOR VEHICLE	9,002.94
4M FUND	69.18
MN DEPARTMENT OF HEALTH	12,315.00
MN DEPT OF TRANSPORTATION	10,971.33
OTTER TAIL COUNTY HIGHWAY DEPT	16.14
OTTER TAIL COUNTY TREASURER	91,305.78
STATE TREASURER	5,318.45
UNITED STATES TREASURY	704.73
AT&T MOBILITY	233.63
ADMINISTRATOR'S CONTINGENCY FD	169.22
ADS ON BOARDS	700.00
ALBANY RECYCLING CENTER INC	2,073.46
THE AMERICAN BOTTLING COMPANY	348.52
VESTIS	3,388.07
AMERICAN WELDING & GAS, INC	336.95
ANYTIME PLUMBING LLC	825.00
APEX ENGINEERING GROUP INC	4,012.00
ARTISAN BEER COMPANY	2,958.90
ATLAS OUTDOOR SERVICES LLC	3,557.50
AUTO VALUE - FERGUS FALLS	2,165.52
BAKER & TAYLOR INC	975.71
CSG JANITORIAL	500.00
BEVERAGE WHOLESALERS INC	103,892.28
BIG AXX LLC	41.00
BOLTON & MENK INC	7,106.00
JEAN O. BOWMAN	181.92
BRAUN VENDING INC	44.00
BRAUN INTERTEC CORPORATION	11,492.00
BREAKTHRU BEVERAGE MINNESOTA	43,545.50
CARDCONNECT	58.17
CAYAN	16,417.22
CHARTER COMMUNICATIONS	97.50
MARK CHRISTOPHERSON	70,000.00
CLOVER	215.59
COOPERS TECHNOLOGY GROUP	185.41
COSSETTE ELECTRIC LLC	1,744.45
D-S BEVERAGES, INC.	73,490.20
DACOTAH PAPER CO	970.49
DAILY JOURNAL	1,078.88
DAKOTA FENCE COMPANY	9,083.00
WASTE MANAGEMENT	4,830.27
DISPLAY SALES	7,690.00
EPG COMPANIES INC	2,775.40
NOTHING BUT HEMP	750.00
F-M FORKLIFT SALES & SERVICE	438.51
JOHN DEERE FINANCIAL	844.81

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

FASTENAL COMPANY	476.15
FERGUS BREWING COMPANY LLC	552.00
FERGUS POWER PUMP, INC.	7,420.00
F. F. AREA FAMILY YMCA	8,333.33
FERGUSON WATERWORKS #1657	1,918.65
FERRO SAFE	241.15
FORESTEDGE WINERY	552.00
GALLS LLC	200.27
NAPA AUTO PARTS - FERGUS FALLS	1,090.28
GOIN' POSTAL FERGUS FALLS	23.80
GOODIN COMPANY	938.09
GOPHER STATE ONE CALL	259.20
GRAINGER INC	25.28
GRANITE ELECTRONICS	165.00
GRAYMONT (WI) LLC	9,167.27
GREAT PLAINS FIRE	609.49
GREAT PLAINS NATURAL GAS CO	572.77
H9 LLC	13,779.05
HAWKINS INC	306.92
HIGH POINT NETWORKS LLC	4,004.00
HIPERLINE	5,402.90
THE HOME CITY ICE COMPANY	1,734.46
HOME DEPOT CREDIT SERVICES	621.60
HOOPLA	1,099.96
ISD #544	838.93
INTERSTATE BATTERY SYSTEM	257.90
INTERSTATE POWER SYSTEMS INC	14.85
INTRINSIC DESIGNS	50.00
JLG ARCHITECTS	9,933.83
JEFFERSON FIRE & SAFETY INC	1,942.50
JOHNSON BROTHERS LIQUOR CO	30,630.44
JOHNSON JET-LINE	674.42
JASON KORBY	180.45
LAKELAND MENTAL HEALTH CENTER	110.00
LAKEWAY EXPRESS LLC	145.76
LAWSON PRODUCTS INC	521.82
LEAGUE OF MINNESOTA CITIES	540.00
LIBERTY TIRE SERVICES LLC	1,092.40
LOCATORS & SUPPLIES INC	179.98
LOW VOLTAGE CONTRACTORS INC	9,430.42
VICTOR LUNDEEN COMPANY	990.00
MARCO TECHNOLOGIES LLC	5,012.95
MARK SAND AND GRAVEL COMPANY	3,899.80
MAXAIR, LLC	445.10
THE MCKINNON COMPANY INC	193.40
MCMASTER-CARR SUPPLY CO	209.24
METRO SALES, INC	68.34

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

MIDLAND DOOR SOLUTIONS	1,712.75
MILES PARTNERSHIP LLLP	900.00
MISSION MECHANICAL INC	3,954.00
MOORE ENGINEERING INC	33,568.75
TONY NEVILLE	650.00
NEW HORIZONS ENERGY	2,562.13
NORTHWEST TIRE INC	672.35
NOVA FIRE PROTECTION, LLC	542.00
NYCKLEMOE & ELLIG, P.A.	9,758.33
OLSON OIL COMPANY INC	2,348.19
OLYMPIC SALES INC	178.38
OTC HUMANE SOCIETY INC	9,000.00
OTTER TAIL POWER COMPANY	64,033.07
OTTER TAIL TELCOM	6,425.08
OXYGEN SERVICE COMPANY	129.36
PAUSTIS WINE COMPANY	328.00
PEMBERTON LAW, P.L.L.P.	2,654.50
PHILLIPS WINE & SPIRITS CO	10,841.91
PLATTE PROPERTIES II, LLC	3.30
POLICE DEPT CONTINGENCY FUND	1,543.74
U.S. POSTMASTER	9,000.00
PRINCIPAL CUSTODY SOLUTIONS	21.56
RMB ENVIRONMENTAL LABORATORIES	1,244.48
R & R SPECIALTIES, INC.	1,518.55
REVTRAK INC	11,964.63
RICHES PROPERTIES LLC	525.00
JOE RILEY CONSTRUCTION INC	361,385.62
JESSE SCHNEEBERGER	1,404.00
SERVICE FOOD SUPERVALU	63.97
SHERWIN WILLIAMS CO	121.45
SIGELMAN STEEL & SALVAGE CO	530.00
SIGNWORKS SIGNS & BANNERS INC	600.00
SKY CREW SERVICES, LLC	3,500.00
SNAP-ON TOOLS CORPORATION	301.50
SOUTHERN GLAZER'S OF MN	9,478.17
SPEE*DEE DELIVERY SERVICE INC	35.55
STENERSON BROTHERS LUMBER CO	794.09
STREICHER'S INC	830.99
SUMMIT COMPANIES	278.70
SUNRISE WELLNESS	1,329.03
SWANSTON EQUIPMENT CO	94.98
TWEETON REFRIGERATION	180.00
TAFT STETTINIUS HOLLISTER LLP	1,105.00
TALKING WATERS BREWING CO LLC	225.00
T-MOBILE	192.33
TOTAL REGISTER SYSTEMS	32.21
THE TRADESMEN CONSTRUCTION INC	897,837.40

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

US BANK EQUIPMENT FINANCE	594.21
VERIZON WIRELESS	234.38
VINOCOPIA INC	628.39
WALLWORK TRUCK CENTER F.F.	422.31
WASTEQUIP LLC	3,949.62
WEST TOOL & DESIGN, INC.	1,185.00

TOTAL OTHER GOVERNMENT	180,058.26
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TOTAL OTHER VENDORS	1,988,920.01
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TOTAL ALL VENDORS	2,168,978.27
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