

City of Ada
Meeting of the City Council
Tuesday, April 2, 2024 6:00 P.M. – Council Chambers

Agenda

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Citizen Forum** – *Individuals may address the council about any item of concern. A maximum of 15 minutes is allotted for the forum. If the full 15 minutes are not needed for the forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff or commission for future report.*

- V. PUBLIC HEARING- Tax Abatement Dekko Community Center Project**
 - A. RESOLUTION #2024-04-01 -PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF\$920,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2024A**

- VI. Consent Agenda** – *These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*
 - A. March 2024 Council Meeting minutes,**
 - B. City Pre–paid checks in the amount of \$140,778.38**
 - C. City Accounts payables in the amount of \$15,190.13**

- VII. Approve Agenda** – *No item of business shall be considered unless it appears on the agenda for the meeting. Council Members may add items to the agenda by a majority vote of the council.*

- VIII. Presentations with possible discussion and decision.**
 - A. Moore Engineering Update**

- IX. Reports of Department Heads and Committees**
 - A. Mayors Report**
 - 1) Elections 2024**

 - B. Administrator / Clerk / Treasurer Report.**

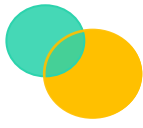
1) Department Updates

X. Old Business

XII. New Business

- A. Kaleidoscope Guests,. April – Mike/Scott N.
- B. Benedictine –Tables Event Donation Request \$500
- C. Limited Purpose Flexible Spending Account for Employees
- D. Annual Liquor License Renewal
- E. Committee Updates
 - A. Public Works
 - B. Public Safety
 - C. EDA
 - D. Beautification

XIII. Adjournment



March 25, 2024

RECOMMENDATIONS

Mr. John Hintz, Mayor
 Ms. Ashley Larson, City Administrator
 City of Ada
 15 4th Avenue East
 Ada, MN 56510

RE: General Obligation Tax Abatement Bonds, Series 2024A

Honorable Mayor Hintz, Members of the City Council, and Ms. Larson:

The purpose of this letter is to provide information regarding financing recommendations for the Dekko Center improvements. The City has previously solicited and received bids for the proposed improvements which have been used to complete these recommendations.

Overview of Project and Component Costs

The major component costs and sources of funds are detailed below:

Construction	\$	893,588.00
Contingency	\$	80,000.00
Total Project Costs	\$	973,588.00
Plus Issuance Costs (including discount)	\$	44,450.00
Plus Capitalized Interest	\$	22,173.61
Plus - Surplus (rounding)	\$	2,790.39
Less - Insurance Proceeds	\$	(123,002.00)
RECOMMENDED SIZE OF BOND ISSUE	\$	920,000.00

Statutory Authority

Cities must cite the specific statutory authority they intend to use before issuing general obligation bonds. In this instance, we recommend these bonds be issued as General Obligation Tax Abatement bonds utilizing authority provided in Minnesota Statutes Chapters 469 and 475. The authority allows a political subdivision to approve a tax abatement for the purposed public improvements. In this case, to pay for improvements to the Dekko Center. Further, this type of debt does not count against any statutory debt limits. The only issue is the need to identify the target parcels and hold a public hearing. On a final note, while we identify target parcels for the abatement, the City will, in reality, be levying across the *entire* tax base of the City. This will work like a regular tax levy in all respects except in name. Nothing untoward will occur with the identified parcels. The abatement hearing will be held on Monday, April 2, 2024.

Payment and Revenue Requirements

The proposed issue will have annual debt service payment of approximately \$84,200 per year for a 15-year term which will be funded by tax levies.

Please refer to the attached exhibit for bond details.

\$920,000 General Obligation Tax Abatement Bonds, 2024A

If the Council chooses to fund this project in the manner proposed, David Drown Associates, Inc. recommends the project costs be financing through the issuance of \$920,000 of General Obligation Tax Abatement Bonds through a rated, competitive sale process.

Key elements of the proposed issue are:

- Approximate 15-year principal and interest structure.
- Callable any time after 2/1/2032 @ par plus accrued interest.
- Offer up to 1.00% discount allowance.
- Standard & Poor’s Rating (cost of rating more than offset by interest rate savings)
- Full Disclosure. The City already does full disclosure so no additional costs are incurred by pledging this type of disclosure.

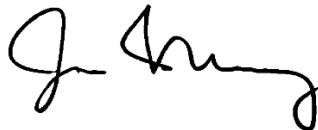
Schedule and Issuance

The proposed schedule for putting the project financing in place is as follows:

April 2, 2024,	Hold Public Hearing on Tax Abatement
April 2, 2024,	Set Sale Resolution (start the borrowing process)
May 7, 2024,	Award
May 21, 2024,	Closing

Thank you for your time and consideration of this material. Please feel free to contact me with any questions.

Respectfully,



Jason Murray
Senior Associate

COMPARISON OF A CONVENTIONAL SALE vs MIDI Placement

Conventional-Assumes A Rated

973,588	Project Cost	
9,200	Discount	1.00%
13,000	Financial Advisor	
7,000	Bond Attorney	
13,000	Rating	
2,250	OS / Misc	
(123,002)	City Contribution	
22,174	Capitalized Interest	
-	Other	
2,790	Rounding	
920,000	BORROWING AMOUNT	

MIDI

973,588	Project Cost	
-	Discount	
-	Financial Advisor	
-	Bond Attorney	
-	Rating	
13,000	MRWA Fee	
(123,002)	City Contribution	
29,231	Capitalized Interest	
-	Other	
183	Rounding	
893,000	BORROWING AMOUNT	

PMT DATE	PRIN	RATE	INT	P&I	Pay Agent	TOTAL PMTS
6/1/2024	<i>Dated Date</i>					
2/1/2025	-	3.250%	21,287	21,287	495	21,782
2/1/2026	50,000	3.250%	31,930	81,930	495	82,425
2/1/2027	50,000	3.250%	30,305	80,305	495	80,800
2/1/2028	50,000	3.250%	28,680	78,680	495	79,175
2/1/2029	55,000	3.250%	27,055	82,055	495	82,550
2/1/2030	55,000	3.250%	25,268	80,268	495	80,763
2/1/2031	55,000	3.250%	23,480	78,480	495	78,975
2/1/2032	60,000	3.250%	21,693	81,693	495	82,188
2/1/2033	60,000	3.250%	19,743	79,743	495	80,238
2/1/2034	65,000	3.250%	17,793	82,793	495	83,288
2/1/2035	65,000	3.550%	15,680	80,680	495	81,175
2/1/2036	65,000	3.550%	13,373	78,373	495	78,868
2/1/2037	70,000	3.550%	11,065	81,065	495	81,560
2/1/2038	70,000	3.900%	8,580	78,580	495	79,075
2/1/2039	75,000	3.900%	5,850	80,850	495	81,345
2/1/2040	75,000	3.900%	2,925	77,925	-	77,925
	920,000		304,704	1,224,704	7,425	1,232,129
				Less Rounding >>		(2,790)

NET PAYMENTS >> 1,229,339

PMT DATE	PRIN	RATE	INT	P&I	Pay Agent	TOTAL PMTS
6/1/2024	<i>Dated Date</i>					
2/1/2025	-	4.910%	29,231	29,231	-	29,231
2/1/2026	41,000	4.910%	43,846	84,846	-	84,846
2/1/2027	43,000	4.910%	41,833	84,833	-	84,833
2/1/2028	46,000	4.910%	39,722	85,722	-	85,722
2/1/2029	48,000	4.910%	37,463	85,463	-	85,463
2/1/2030	50,000	4.910%	35,107	85,107	-	85,107
2/1/2031	53,000	4.910%	32,652	85,652	-	85,652
2/1/2032	55,000	4.910%	30,049	85,049	-	85,049
2/1/2033	58,000	4.910%	27,349	85,349	-	85,349
2/1/2034	62,000	4.910%	24,501	86,501	-	86,501
2/1/2035	64,000	4.910%	21,457	85,457	-	85,457
2/1/2036	68,000	4.910%	18,314	86,314	-	86,314
2/1/2037	71,000	4.910%	14,976	85,976	-	85,976
2/1/2038	74,000	4.910%	11,489	85,489	-	85,489
2/1/2039	78,000	4.910%	7,856	85,856	-	85,856
2/1/2040	82,000	4.910%	4,026	86,026	-	86,026
	893,000		419,870	1,312,870	-	1,312,870
				Less Rounding >>		(183)

NET PAYMENTS >> 1,312,687

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF ADA, MINNESOTA

HELD: April 2, 2024

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Ada, Norman County, Minnesota, was duly held at the City Hall in said City on the 2nd day of April, 2024, beginning at 6:00 o'clock P.M. for the purpose, in part, of authorizing the competitive negotiated sale of the \$920,000 General Obligation Tax Abatement Bonds, Series 2024A, of said City.

The following Council Members were present:

and the following were absent:

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION #2024-04-01
PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF
\$920,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2024A

A. WHEREAS, the City Council of the City of Ada, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue the City's \$920,000 General Obligation Tax Abatement Bonds, Series 2024A (the "Bonds"), to finance the Dekko Center Improvements (the "Project"), located within the City; and

B. WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

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

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.
2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.
3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.
4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Approved this 2nd day of April, 2024.

STATE OF MINNESOTA
COUNTY OF NORMAN
CITY OF ADA

I, the undersigned, being the duly qualified and acting City Administrator of the City of Ada, 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 of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City's \$920,000 General Obligation Tax Abatement Bonds, Series 2024A.

WITNESS my hand as such City Administrator of the City this 2nd day of April 2024.

Ashley Larson, City Administrator

EXHIBIT A

TERMS OF OFFERING

City of Ada, Minnesota

\$920,000

General Obligation Tax Abatement Bonds, Series 2024A

(BOOK ENTRY ONLY)

TERMS OF PROPOSAL

Proposals for the Bonds will be received on Tuesday, May 7, 2024 at 11:00 A.M. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council of the City of Ada (the "City") at 6:00 P.M., Central Time, on that same date.

SUBMISSION OF PROPOSALS

Proposals must be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, must be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY®, in the manner described below, until 11:00 A.M., local time on May 7, 2024. Bids must be submitted electronically via PARITY® pursuant to this Notice until 11:00 A.M., local time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY® conflict with this Notice, the terms of this Notice shall control. For further information about PARITY®, potential bidders must contact David Drown Associates, Inc. or PARITY® at (212) 806-8304.

Neither the City of Ada nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

DETAILS OF THE BONDS

The Bonds will be dated May 21, 2024, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2025. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Bonds will mature February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$ 50,000	2034	\$ 65,000
2027	50,000	2035	65,000
2028	50,000	2036	65,000
2029	55,000	2037	70,000
2030	55,000	2038	70,000
2031	55,000	2039	75,000
2032	60,000	2040	75,000
2033	60,000		

TERM BOND OPTION

Bids for the bonds must contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds must be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name Northland Trust Services, Inc., Minneapolis, MN, as registrar for the Bonds. Northland Trust Services, Inc. shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2032 and on any day thereafter, to prepay Bonds due on or after February 1, 2033. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. The City will pledge tax levies and tax abatements to benefitted properties to make the semi-annual payments. The proceeds will finance the Dekko Center Improvements project

TYPE OF PROPOSALS

Proposals shall be for not less than \$910,800.00 (99.00%) and accrued interest on the total principal amount of the Bonds. The apparent low-bidder as notified by David Drown Associates, Inc. shall wire, to a designated account, a good faith amount of \$18,400 by 3:00 p.m. on the date of sale. If the good faith wire transfer is not in process prior to the award, the City shall retain the right to reject the bid. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal, which the City determines to have failed to comply with the terms herein.

MATURITY ADJUSTMENTS

The City reserves the right to increase or decrease the principal amount of the Bonds on the day of sale, in increments of \$5,000 each. Increases or decreases may be made in any maturity. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

ISSUE PRICE DETERMINATION

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate must indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto must be taken or received on behalf of the City by David Drown Associates, Inc.

The City intends that the sale of the Bonds pursuant to this Terms of Offering shall constitute a "competitive sale" as defined in the Regulation based on the following:

- i. the City shall cause this Terms of Offering to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- ii. all bidders shall have an equal opportunity to submit a bid;
- iii. the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- iv. the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest net interest cost, as set forth in this Terms of Offering (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Offering shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and David Drown Associates, Inc. if

a “substantial amount” (as defined in the Regulation) of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the “issue price” for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and David Drown Associates, Inc. the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and David Drown Associates, Inc. notified of such prices not later than three (3) business days prior to the closing date.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a non-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

LIMITED CONTINUING DISCLOSURE

On the date of the actual issuance and delivery of the Bonds, the City will be obligated with respect to more than \$10,000,000 of outstanding municipal securities, including the Bonds being offered hereby. In order to assist bidders in complying with SEC Rule 15c2-12, the City will covenant to provide certain financial information that is customarily prepared and is publicly available and notices of certain material events to the limited extent required by SEC Rule 15c2-12(d)(2). A description of the City's undertaking is set forth in the Official Statement.

OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the

City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 5 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: 2 April, 2024

BY ORDER OF THE CITY COUNCIL

/s/ Ashley Larson
City Administrator

City of Ada
Minutes of the City Council
Tuesday, March 12, 2024 6:00 P.M. – Council Chambers

Agenda

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call** – Present – Kim Lewis, Casey Kreiger, Shawn Roux, Scott Nordquist, Eric Ness, and Scott Erickson. Absent – Mike Nelson
Others present: Administrator Larson, Mayor Hintz, Brianna Eggen, and members of the media
- IV. Citizen Forum** – *Individuals may address the council about any item of concern. A maximum of 15 minutes is allotted for the forum. If the full 15 minutes are not needed for the forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff or commission for future report.*
- V. Consent Agenda** – *These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*
 - A.** February 2024 Council Meeting minutes,,
 - B.** February 2024 Special Meeting minute
 - C.** City Pre–paid checks in the amount of \$164,069.08
 - D.** City Accounts payables in the amount of \$28,654.36

Motion made by member Krieger and Seconded by member Roux to approve the consent agenda. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

- VI. Approve Agenda** – *No item of business shall be considered unless it appears on the agenda for the meeting. Council Members may add items to the agenda by a majority vote of the council.*

Motion made by member Ness and seconded by member Roux to approve the agenda. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

- VII. Presentations with possible discussion and decision.**
 - A.** Post Prom Committee Donation Request

Motion made by member Krieger and seconded by member Lewis to approve a \$500 donation to the 2024 Post Prom Committee. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed

B. Lisa Stordahl – Emergency Response Services

Lisa Stordahl presented to the council information on putting together a rescue squad in Ada. She has been working with City Administrations, the Police Department, and Fire Department to gain information. She will continue to move forward with her efforts and bring back more information to the council in the future.

C. Moore Engineering Update

- 2023 Infrastructure Improvements – Sanitary Sewer Collection System Improvements.

Brandon informed council we are still waiting on one small area to be finished with the project.

- Lead Service Line Inventory

The state approved Ada application and now we are waiting on the go ahead to begin project.

- Rage
 - Meeting Recap
 - Next Steps & Schedule

The council would like Brandon and Moore Engineering to begin working on a plan for the development of RAGE 2. Brandon will bring back an estimated proposal for work to be done to the next council meeting.

- PPL Funding 4.1 Project Submitted

Submit Phase 2 of the sewer project. This does not lock the council in to any projects or a timeline. Just get us on the list for possible funding and grant opportunities.

D. Al's Disposal Clean Up Week

Al's Disposal will be partnering with the City again for Clean Up Week. To be held May 2-4th.

VIII. Reports of Department Heads and Committees

A. Mayors Report

1) Elections 2024

Mayor Hintz reminded the council and the public that there will be 4 open council seats for the 2024 elections and anyone interested in running for a council seat must get their name on the ballot by the first week of August.

B. Administrator / Clerk / Treasurer Report.

1) Department Updates

a. Dekko Community Center Rehab Project Updates

Parks and Rec Director Brianna Eggen presented the new bids and a total estimated cost of the projects that need to be done at the Dekko Center. With a total of \$770,000 that would be the City's responsibility to cover and would not be covered by insurance, the council suggested it would be best to make sure we add in at least \$100,000 contingency to the project and it would look at securing a \$900,000 bond to pay for the project. Administrator Larson will work with David Drowns. A public hearing will be set for the April 2nd meeting to discuss the bond and

present to the public. The council will make the final decision to move forward with the project at the April public hearing.

IX. Old Business

XII. New Business

A. Kaleidoscope Guests,. March – Shawn/Casey, April – Mike/Scott N.

B. Norman County Raceway Sponsorship

Request tabled at this time due to lack of donation funds. With Main Street Bar not operating at this time, the City is limited on receiving donation revenue from the gambling funds.

C. Cody Holte Memorial Scholarship Softball Tournament Donation request.

Motion was made by member Roux and seconded by member Krieger to accept the donation request in the amount of \$500. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

D. Prestegord Family Benefit Donation Request

Motion was made by member Roux and seconded by member Krieger to deny the request for the reason that the donation was requested from a source outside of the City of Ada. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

E. Northern States Power Company Capacity Confirmation Agreement

Motion was made by member Roux and seconded by member Krieger to approve the agreement. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

F. Committee Updates

A. Public Works – no update

B. Public Safety –

C. EDA

1) Resolution 2024-03-01 EDA Revolving Loan Application

Motion made by member Lewis and second by member Roux to approve Resolution 2024-03-01. By roll call vote: Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

2) Resolution 2024-03-02 EDA Revolving Loan Application

Motion made by member Krieger and second by member Roux to approve Resolution 2024-03-02. By roll call vote: Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

D. Beautification – no update

XIII. Adjournment

Motion made by member Krieger and seconded by member Ness to adjourn the meeting at 7:35pm. Approved, Roux, Ness, Krieger, Nordquist, Lewis, and Erickson. Opposed, None. Motion Passed.

ACCOUNT PAYABLE - MARCH 2024
 REGULAR COUNCIL MEETING
 Tuesday, April 2, 2024

*Added or Revised Amounts

ADA BUILDING CENTER	POLICE DEADBOLT	\$ 169.99
ADA ELECTRIC	RDO LIFT STATION PARTS & REPAIR	\$ 2,881.09
ACME TOOLS	STEAMER/PRESSURE WASHER PARTS	\$ 96.12
AUTO VALUE	PW-INF GAGE DUAL HEAD, PRESSURE WASHER PARTS,HEADLT BULB	\$ 116.45
AUTO VALUE	POLICE- WIRE,CLAMPS,RESERVE SQUAD PARTS	\$ 74.81
BORDER STATES	ELECTRIC PARTS	\$ 1,403.93
CIVICPLUS	MUNICODE -ANNUAL ADMIN FEE	\$ 1,175.00
COCA-COLA	LQR- POP	\$ 18.50
DOXO	MARCH ONLINE BILL PAY FEES	
GALLS	POLICE- LOCKOUT TOOL KIT	
GROUNDSMAN	DEKKO PARK SPRING APPLICATION	\$ 171.99
GERMOLUS, AMY	POLICE- SEW ON PATCHES	\$ 902.00
HAWKINS	PW- CHEMICALS	\$ 36.00
HAWKINS	DEKKO CHEMICALS	\$ 1,922.56
HERZOG ROOFING	EVENT CENTER-LABOR TO OPEN & CLOSE ROOF	\$ 401.22
INDEPTH INSPECTION	MARCH BLDING PERMIT SERVICES	\$ 525.00
KRJB RADIO	CLERK- ANNUAL	
KRJB RADIO	DEKKO- ANNUAL CONTRACT,	
KRJB RADIO	LIQUOR- ANNUAL,	
LEE BROS SALES	POLICE-TAHOE OIL CHANGE	
MCCOLLUM HARDWARE, INC	POLICE-FILL DISPENSER, KEYS	\$ 94.56
MCCOLLUM HARDWARE, INC	PW-PARTS.GROUND CONNECTOR,EXTENSION CORDS,BOLTS,ANGLE GRINDER	\$ 24.97
MCCOLLUM HARDWARE, INC	LQR- BATTERIES	\$ 163.61
NORMAN COUNTY ATTORNEY	MARCH LEGAL FEES	\$ 16.10
NORMAN COUNTY INDEX	CLERK-	\$ 896.99
OFFICE SUPPLIES	CH-NOTARY STAMP,COPY PAPER,	
OFFICE SUPPLIES	LIQUOR-TONER,LAMINATING,MIDGEES	\$ 163.79
OFFICE SUPPLIES	DEKKO-SUPLS,FAX TO CC-WALMART,ETHERNET ADAPTER,COIN WRAPS,SOAP	\$ 110.51
OFFICE SUPPLIES	POLICE-TONER,BOXES,TP,COLOR PAPER,BINDER	\$ 155.16
OFFICE SUPPLIES	PW- TEST POSTAGE,	\$ 722.57
PETRO SERVE	PW FUEL FOR CHAINSAW	
PETRO SERVE	POLICE FUEL	\$ 3.85
RED RIVER PROMOTER	LQR- AD FOR NATIONAL AG DAY	\$ 291.46
		\$ 49.00

RDO EQUIPMENT	PW- PRESSURE WASHER PART	\$ 13.98
RMB ENVIR LAB	PW TESTS	\$ 202.73
SORENSEN ELECTRIC	PW -LEDCONVERSION TUBES	\$ 44.40
SUPERMARKET	LIQUOR- ICE, SWIFFER, SANDWICH BAGS	\$ 38.01
SWEENEY CONTROLS COMPANY	PW- RDO LIFT STATION REPAIR LABOR	\$ 571.00
TRANE US	DEKKO- MNT	\$ 1,687.75
WATER & LIGHT FUND	MARCH UTILITIES	
WEX BANK	POLICE FUEL	
ZIEGLER INC	PW PARTS-HYDROLIC HOSE FITTINGS, STEAMER PARTS	\$ 45.03
TOTALS		<u>\$ 15,190.13</u>

PRE-PAID CHECKS for MARCH 2024

87831	TED AANENSON	3/7/24	\$160.00	PNP ELECTION JUDGE
87832	ADA MUNICIPAL LIQUOR STORE	3/7/24	\$2.49	LQR- ICE FOR WINE TASTING
87833	AL'S DISPOSAL, INC.	3/7/24	\$274.16	PW-JAN GRBG DUMPSTER RENT
87834	ANDERSON, JOYCE	3/7/24	\$160.00	PNP ELECTION JUDGE
87835	ARVIG ENTERPRISES	3/7/24	\$760.07	CH-FEB RENT
87836	BANYON DATA SYSTEMS, INC.	3/7/24	\$1,164.00	VAULT BACKUP
87837	MARY ANN BELL	3/7/24	\$170.00	PNP ELECTION JUDGE
87838	HEGREBERG, WESLEY	3/7/24	\$94.79	BUILDING PERMIT REFUND - CANCELLED
87839	SHELLY MOTEBERG	3/7/24	\$175.00	PNP ELECTION JUDGE
87840	NORMAN CO. AUDITOR/TREASURER	3/7/24	\$500.00	SOLID WASTE ASSESSMENT ANNUAL FEE
87841	PRESTEGORD, KAREN	3/7/24	\$70.44	POLICE-FRAMES for LIFESAVING AWARDS
87842	READITECH SOLUTIONS	3/7/24	\$155.30	FEB IT
87843	RED RIVER VALLEY CO-OP POWER	3/7/24	\$8,000.00	MARCH MNT
87844	RICHARDS OIL/PROPANE	3/7/24	\$1,427.95	PW BULK FUEL
87845	TRAUT, AMY	3/7/24	\$181.50	PNP ELECTION JUDGE
87846	VERIZON WIRELESS	3/7/24	\$174.49	FEB CELL PHONE
87847	ZIEGLER INC.	3/7/24	\$300.11	PW-SOS 12PACK,BUTTON PROBE
87848	BLUE CROSS BLUE SHIELD MN	3/8/24	\$17,447.06	April 2024
87849	CINTAS	3/11/24	\$44.30	EC MATS
87850	DEPT. OF ENERGY W A P A	3/11/24	\$34,955.49	FEB ENERGY
87851	EGGEN, BRIANNA	3/11/24	\$36.99	DEKKO CLEANING PASTE
87852	GARDEN VALLEY TECHNOLOGIES	3/11/24	\$33.99	MARCH IT
87853	JET-WAY MULTIPLE SERV.INC.	3/11/24	\$1,427.50	DEKKO- CLEAN POOL FILTER
87854	KNUTSON, STEPHANIE	3/11/24	\$20.00	RECORD NOTARY
87855	MN DEPT OF COMMERCE	3/11/24	\$264.71	4TH QTR 2024 INDIRECT ASSESSMENT
87856	NORTHERN STATES POWER CO.	3/11/24	\$769.00	FEB DIST FAC CHRG
87857	PETRO SERVE USA	3/11/24	\$809.93	PW- FUEL#19
87858	RED RIVER VALLEY CO-OP POWER	3/11/24	\$305.67	SEWER FEB UTILITIES
87859	SUN-FLOWERS FLORAL	3/11/24	\$50.00	LQR- ROSES-PROMO
87860	XCEL/NORTHERN STATES POWER	3/11/24	\$15,270.04	FEB ENERGY
87892	INCIDENTAL FUND-CITY OF ADA	3/15/24	\$1,860.00	Daycare
87893	NW MINN MULTI COUNTY	3/15/24	\$10,609.90	Housing Project Grant
87894	AMERICAN FAMILY LIFE ASSUR. CO	3/18/24	\$421.74	
87895	ADA POLICE DEPT	3/18/24	\$500.00	LQR COMPLIANCE FINE
87896	ADA-BORUP SCHOOL	3/18/24	\$500.00	POST PROM PARTY CONTRIBUTION
87897	ARAMARK	3/18/24	\$65.86	POLICE MATS
87898	ARVIG	3/18/24	\$1,648.45	CH-FEB PHONE/INTERNET
87899	BEVERAGE WHOLESALERS, INC	3/18/24	\$807.85	BEER
87900	CARDMEMBER SERVICES	3/18/24	\$1,908.13	DEKKO-TILE SCRUBBER
87901	CITY OF ADA	3/18/24	\$5.08	CERT LTR-MARK ANDERSON
87902	CODY HOLTE SCHOLARSHIP FUND	3/18/24	\$500.00	TOURNAMENT CONTRIBUTION-SCHOLARSHIP
87903	DEVOS, NEAL	3/18/24	\$168.22	PW-BOLTS, JETTER NOZZLE
87904	D-S BEVERAGES	3/18/24	\$6,777.10	BEER
87905	MN STATE COMM/TECH. COLLEGE	3/18/24	\$160.00	FIRE SCHOOL-STEVE PETRY
87906	MN STATE FIRE CHIEF ASSOC.	3/18/24	\$235.00	FIRE- DULUTH FOTOS-PETRY
87907	RASMUSSEN, BRIAN	3/18/24	\$140.23	PW- CORDLESS LEAF BLOWER
87908	RMB ENVIRONMENTAL LABS,INC	3/18/24	\$57.48	WATER TESTS

87909	VERIZON WIRELESS	3/18/24	\$99.21	PW CELL PHONE
87910	WORKFORCE DEV SOLUTIONS	3/18/24	\$750.00	FIRE- ROPE & KNOTS INSTRUCTIONS
87913	ARAMARK	3/25/24	\$367.83	LQR-MATS,MOPS
87914	ARVIG ENTERPRISES	3/25/24	\$760.07	CH MARCH RENT
87915	BREAKTHRU BEVERAGE	3/25/24	\$428.86	LIQUOR
87916	DEVOS, NEAL	3/25/24	\$403.64	SAFETY GLASSES
87917	D-S BEVERAGES	3/25/24	\$994.10	LIQUOR
87918	FLINK, JENNIFER	3/25/24	\$19.46	UTILITY CREDIT REFUND
87919	JOHNSON BROS WHLSE LIQUOR C	3/25/24	\$503.92	LIQUOR
87920	MCKINNON CO., INC.	3/25/24	\$4,316.19	LIQUOR
87921	MN ENERGY RESOURCES CORP.	3/25/24	\$3,284.67	POLICE-FEB UTILITIES
87922	PHILLIPS WINE & SPIRITS CO.	3/25/24	\$1,525.49	LQR- SETUP MIX
87932	BEVERAGE WHOLESALERS, INC	3/27/24	\$585.60	BEER
87933	BLUE CLOUD DISTRIBUTION INC	3/27/24	\$392.25	BEER
87934	D-S BEVERAGES	3/27/24	\$3,715.36	NA BEER
87935	EGGEN, BRIANNA	3/27/24	\$3,977.87	DEKKO-PLUMBING,SHELVES,TOOLS
87936	THE GROUNDSMAN	3/27/24	\$3,724.00	CEMETERY SPRING APPLICATION
87937	HORIZON COMM. POOL SUPPLY	3/27/24	\$2,568.09	DEKKO HANDRAIL, POOL SIGNS
87938	SOUTHERN GLAZERS OF MN	3/27/24	\$791.75	LIQUOR

\$140,778.38

Feb-24 Interim Combined Statement of Cash and Investments

Fund	Cash Balance 1/31/2024	Investment Balance 1/31/2024	February Cash Debits	February Cash Credits	February Invest Debits	February Invest Credits	Balance 2/29/2024
General Fund	(264,886.65)	393,923.54	49,127.85	146,259.26	4,367.93		36,273.41
Special Revenue Funds:	0.00						0.00
TIF District 2-1 Redevelopment	0.00						0.00
TIF District 2-2 Housing	(2,163.51)						(2,163.51)
TIF District 2-3 Housing	337,229.17						337,229.17
Demolition\Blight Fund	60,988.07						60,988.07
(207) 2015 Revolving Loan Account	4,844.66	12,145.45					16,990.11
(208) Ada Economic Development Revolving Loan	116,394.06		2,600.08				118,994.14
Library	20,529.88	3,832.97					24,362.85
Community Center Maintenance Fund	(30,460.12)	40,566.63	773.62	1,056.36			9,823.77
Recreation Development Fund	(669,114.74)	722,532.13		1,197.56			52,219.83
Long Term Designated Capital	42,315.76	40,000.00					82,315.76
Public Works	(619,401.19)	501,218.71	3,137.17				(115,045.31)
Capital Project - Emergency Services Building	(52,774.97)	4,690.92	432.62				(47,651.43)
Capital Project - Lift Station / Force Main Project	3,321.04						3,321.04
Capital Project - New Well	(165,489.92)						(165,489.92)
Ada Event Center	0.00						0.00
Community Development Fund	(211,732.96)			2,520.52			(214,253.48)
Downtown Development District	120,627.03		205.55				120,832.58
Debt Service Funds:	30,372.43						30,372.43
2008 Lease Purchase Fire Hall	0.00						0.00
2003 G. O. Improvement Bonds (Street Project)	103,196.40						103,196.40
1999 G. O. Water / Sewer Rev Bonds	12,903.52	3,539.73					16,443.25
2000 G. O. Improvement Bonds	(35,509.00)						(35,509.00)
2020 G. O. Water Tower Improvement	0.00						0.00
2020 G. O. Lift Station Improvements	63,550.15						63,550.15
(513) 2023 Sewer Project	40,443.91						40,443.91
Enterprise Funds:	(2,000.00)		4,000.00	305.00			1,695.00
Water and Sewer Fund							
Electric Utility	(494,343.07)	82,914.83	54,153.12	45,800.49			(403,075.61)
Long Term Designated Capital II	3,090,881.87	10,179.15	198,268.19	105,423.65			3,193,905.56
Liquor	210,615.16	635,737.31		20.25			846,332.22
Total - All Funds	1,872,998.38	2,452,519.12	359,240.25	353,866.51	4,367.93	0.00	159,157.78
Frandsen-General Checking\Invest							765,168.10
Frandsen Bank - Incidental							1,306.49
Frandsen Bank - ICS account							1,282,784.61
Frandsen Bank - Money Market - LT Desig							-
Frandsen Bank - Fire Insurance Proceeds							-
Frandsen Bank - CD's							-
Bank of the West-BMO-CD							300,000.00
American Federal Bank CD (LT Desig Cap II)							1,736,000.00
BancWest Investment Services (LT Desig Cap II)	G607-10400						250,000.00
BancWest Investment Services (Maintenance Funds)	G225-10400						-
BancWest Investment Services (General)	G101-10400						-
BancWest Investment Services (LT Des Cap)	G400-10400						-
Total Balances 2-29-2024							4,335,259.20

APRIL 2024 LIST OF LICENSES

COIN OPERATED MACHINES: Exp - 4/30/2024

ARC LANES, INC. - 6 Bowling Lanes
WEST MAIN PIZZA - 3 coin machines
MAIN STREET BAR – 4 coin machines

SET-UP (CONSUMPTION) LIQUOR LICENSES: Exp 4/01/2024

ARC LANES, INC.
NORMAN COUNTY AGRI. SOCIETY - FAIR GROUNDS

ON-SALE LIQUOR LICENSES: Exp 4/30/2024

TWISTED SISTERS AT PUB 21
MAIN STREET BAR

ON-SALE 3.2 MALT LIQUOR LICENSES: Exp 4/30/2024

ARC LANES, INC.

STRONG BEER & WINE LICENSES: Exp 4/30/2024

WEST MAIN PIZZA
NORMAN COUNTY AGRI. SOCIETY - FAIR GROUNDS

OFF-SALE LIQUOR LICENSES: Exp 4/30/2024

ADA MUNICIPAL LIQUOR STORE

2AM LICENSES:

To AGED

NORMAN COUNTY AGRI. SOCIETY-Exp 4/30/2024
TWISTED SISTERS AT PUB 21- Exp 4/27/2024
MAIN STREET BAR - Exp 10/23/2024

SUNDAY LICENSES:

MAIN STREET BAR- Exp 4/30/2024
TWISTED SISTERS AT PUB 21- Exp 4/30/2024
WEST MAIN PIZZA - Exp 4/30/2024

INSURANCE:

TWISTED SISTERS AT PUB 21- Exp 4/01/2024
ARC LANES, INC. - Exp 4/30/2024
MAIN STREET BAR – Exp 10/21/24
WEST MAIN PIZZA – Exp 2/16/24
NORMAN COUNTY AGRI. SOCIETY- Exp 9/01/24
ADA MUNICIPAL LIQUOR STORE - Exp 8/05/24