

**City Council Meeting
Tuesday, December 15, 2009
Windom Community Center
7:30 p.m.**



AGENDA

Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes --December 1, 2009 and December 10, 2009
 2. Consent Agenda
 - Utility Commission – November 25, 2009
 3. Public Comment – Frank Dorpinghaus – Climategate – Copenhagen Climate Treaty
 4. Department Heads
 5. License Applications
 - Liquor License Renewal
 - Eagles Club
 - Phat Pheasant
 - Sun Bowl
 - China Restaurant – Wine License – Beer License
 - Community Center – Beer License
 - Cigarette License Approval
 - Game of Skill License Approval
 - Theatre License Approval
 6. Resolution Accepting Donation – Windom Arena Booster Club
 7. Police Chief - Officer Hiring Recommendation
 8. 2010 City of Windom Levy
 9. Approve 2010 City of Windom Budget
 10. Designation of General Fund Balance
 11. Windom Community Center – Meal Site Lease Agreement
 12. Supplemental Power Agreement – Windom Municipal Electric
 13. Regular Bills
 14. Unfinished Business
 15. New Business
 16. Council Concerns
 17. Adjourn
- 8:00 p.m.** - Mayor's Medal of Honor Ceremony (or immediately following the City Council Meeting)



Council Meeting
Windom City Hall, Council Chamber
December 1, 2009
7:00 p.m.

1. Call to Order: The meeting was called to order by Mayor Kruse at 7:00 p.m.

2. Roll Call: Mayor: Kirby Kruse

Council Members: Jean Fast, Corey Maricle, Robert Messer,
Bradley Powers and JoAnn Ray

Council Members Absent:

City Staff Present: Dan McDonald, City Attorney; Steve Nasby,
City Administrator; Brigitte Olson, Assistant
City Administrator; Bruce Caldwell, Street
Superintendent; Mike Haugen,
Water\Wastewater Superintendent; Dan Olsen,
Telecommunications Manager; Craig Mueller
and Dennis Johnson from Wenck Associates,
City Engineer and Terry Glidden, Telecom

3. Pledge of Allegiance

4. 2010 Budget Presentation:

Nasby narrated a PowerPoint presentation outlining the highlights of the proposed 2010 budget. Total revenues were estimated at \$15.6 million and total expenses were budgeted for \$15.03 million. Approximately 2\3 of the City budget are comprised of the enterprise funds (electric, telecom, liquor store, sewer and water). The General Fund is budgeted for \$2.135 million and Special Revenue Funds (Arena, Community Center, Ambulance, Library, Pool and Economic Development Authority) are budgeted for \$1.37 million. Expenditures in the General Fund and Special Revenue funds are down from 2009. State budget cuts to the Local Government Aid (LGA) program totaled approximately \$205,000 in 2008 and 2009. The planned cut to 2010 LGA is just over \$218,000. Due to these LGA cuts the budget has been reduced significantly and a 2.49% increase in the tax levy is being proposed within this budget. Nasby showed a graph showing the decline in the amount of increases in the tax levy over the last seven years.

Kruse asked if any Council members had questions or comments. Messer said that the State may be looking at additional LGA cuts yet this year and if that happens the Council would have to revisit the budget and there is the possibility for a larger tax increase if this occurs.

Kruse asked if any members of the public had comments on the proposed budget. No comments from the public were made.

Kruse noted that the final 2010 City Budget and setting of the tax levy would be voted on at the December 15, 2009 City Council meeting.

5. Approval of Minutes:

Motion by Messer, second by Fast, to approve the November 10, 2009 and November 17, 2009 minutes. Motion carried 5 – 0.

6. Consent Agenda:

Kruse said the Consent agenda contained the minutes from the following Boards and/or Commissions:

- Telecommunications Commission – November 3, 2009
- Community Center Commission – November 23, 2009

Receipt of a letter from the Civil Service Commission.

Motion by Maricle, second by Ray, to approve the Consent Agenda. Motion carried 5 – 0.

7. Public Hearing – 2009 Street Improvement Assessment Hearing:

Kruse opened the public hearing at 7:16 p.m.

Craig Mueller, Wenck Associates, provided an overview of the project and project costs of \$1,447,767. The bridge replacement was completed by the County and the City's responsibility was the road surface on the bridge. There were savings on the project due to favorable bids. As the large majority of the project is paid by the utility funds and taxpayers most of the impacts of these savings were shown in these areas. The percentage of the project that is assessed equals 26.7% of the total cost.

Kruse asked the City Council if they had any questions or comments.

Kruse asked if anyone from the public wished to address this item.

Richard Oltmans – 1655 Langley Avenue: said that he'd pay the assessment, but had an issue with the finishing work. The dirt and grass seed that was placed has washed away and there was a large amount of rocks in the fill that is now the yard. He also wanted to know what the plans were for the land between his property and the street. If this property were his he would maintain it but if not then who was going to mow and care for it.

Mueller said that he would come out to the property to look at the finish work and fill material as there is a warranty on it.

Dan McDonald, City Attorney, said that the issue of the right-of-way has been discussed and the City is looking at what is needed for the right-of-way and for utility access. Oltman said he had a map and there is forty feet between his property and the road so he wants to know how that will be handled.

No other comments were received from the public. Kruse closed the hearing at 7:25 p.m.

Nasby noted that a revised assessment roll was handed out prior to the meeting as there was an adjustment on one property due to storm water work. He asked that the Council adopt this revised assessment roll if the resolution is approved.

Council member Maricle introduced the Resolution No. 2009-47, entitled “RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE 2009 STREET IMPROVEMENT PROJECT” with the revised assessment roll and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Messer, Powers, Ray, Fast and Maricle. Nay: None. Absent: None. Resolution passed 5 – 0.

8. Department Heads:

None.

9. Telecommunications – Rate Recommendation (Cable TV):

Council member Fast introduced the Resolution No. 2009-48, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS FUND” and moved its adoption. The resolution was seconded by Maricle and on roll call vote: Aye: Powers, Ray, Fast, Maricle and Messer. Nay: None. Absent: Powers. Resolution passed 5 – 0.

Kruse asked Fast and Messer as Telecommunications Commission members if they had any comments. Fast said that there are two new packages that are available in addition to the current offerings.

Dan Olsen, Telecommunications Manager, said that there is a correction in the pricing for the Expanded package that was previously discussed at the last meeting and there were two new packages entitled Simply Basic Double and Simply Basic Triple. These new packages have a new level of internet service at 256K.

10. NUTEL – Space, Power and Dark Fiber Lease:

Olsen said that this lease is for rack space and unused fiber within Windomnet. The arrangement is similar to the recently approved SDN lease and will generate additional income for Windomnet. NUTEL currently has equipment in Windom and this will consolidate that equipment with some new equipment NUTEL may install.

Preliminary

McDonald asked about the availability of rack space. Olsen said that NUTEL would be purchasing and providing the racks and we provide the space.

Olsen noted that NUTEL has not yet signed the agreement, but it is expected to be approved. However, he is asking that the City go ahead and approve the lease.

Motion by Messer, seconded by Fast, to approve the proposed lease with NUTEL as presented. Motion carried 5 – 0.

11. Regular Bills:

Motion by Fast, seconded by Powers, to approve the regular bills. Motion carried 5 – 0.

12. Unfinished Business:

None.

13. New Business:

None.

14. Council Concerns:

Maricle thanked the Department Heads for all of their work on the budget.

Kruse thanked people that submitted Mayor Metals of Honor nominations.

15. Adjourn:

Kruse adjourned the meeting by unanimous consent.

Meeting adjourned at 7:33 p.m.

Kirby Kruse, Mayor

Attest: _____

Steve Nasby, City Administrator

**SPECIAL CITY COUNCIL
MEETING MINUTES
Windom City Hall, Council Chamber
December 10, 2009
5:30 p.m.**

Call to Order: The meeting was called to order by Mayor Kirby Kruse at 5:30 p.m.

Roll Call: Mayor: Kirby Kruse
Council Members: Brad Powers, Corey Maricle, Robert Messer and JoAnn Ray
Council Members Absent: Jean Fast,
City Staff Present: Steve Nasby, City Administrator and Jeff Shirkey, Police Chief
Public Present: None

2010 PROPOSED BUDGET

Kruse said that the primary reason for this meeting was to discuss the possible additional cuts in Local Government Aid (LGA). Earlier this month the Governor had hinted at unallotment of 2009 LGA as the State is projecting a budget deficit, then early this week the Governor announced that second half 2009 LGA payments would not be reduced. As the State is seeing a big deficit it is likely that additional action by the Governor and/or legislature will affect 2010 LGA and the loss to Windom is probably going to be more than the \$218,000 cut we planned for in the proposed budget.

Due to the uncertainty with the LGA the possibility of cutting the 2010 proposed budget or increasing the tax levy was also discussed. At the present time the Police Department has a vacancy. The proposed 2010 budget includes filling this position.

Jeff Shirkey, Police Chief, said that the Department has completed the hiring process and has an excellent candidate to hire, subject to City Council approval. This candidate has completed the interview, physical and psychological tests and the reference checks have all been superior. Shirkey recommended that the City Council proceed with filling the vacancy on the force as soon as possible.

Shirkey noted that the part-time officer he was using to fill some shifts has accepted full-time employment and resigned from the Windom Police Department effective December 13. Powers

asked about staffing and how the shifts are filled. Shirkey said that it is difficult and he is using overtime, but that is not as cost effective as having another officer in place.

Ray said she does not want to reduce the size of the Police Department and the replacement officer is needed.

Messer said that he is in favor of keeping the Police Department at the current staffing level, but is concerned about the impact of these LGA cuts. If the new officer is hired as planned then maybe the tax levy could be raised by \$25,000 to hedge against the additional LGA cut that is very likely to be coming in 2010. The additional \$25,000 would raise the levy by 4.12% instead of the proposed 2.49%.

Powers said that he has gotten positive feedback from citizens on the 2.49% proposed levy as the economy is tough and people appreciate the City trying to keep costs down.

Messer noted that if the cuts come and the City has to use the reserve funds then the bond rating will go down. Nasby said that the City's relative strength in the General Fund is one of the points Standard & Poors noted when they gave Windom the A+ rating. He added that both the City Council and Department Heads have done an excellent job in keeping within the budgets and working to accomplish its financial goals.

Maricle said that he would like to keep the levy at 2.49%.

Motion by Ray, second by Powers, to keep the replacement officer position in the proposed 2010 Police Department budget. Motion carried 4 – 0.

Motion by Powers, second by Maricle, to leave the proposed tax levy at 2.49%. Motion carried 4 – 0.

Mayor Kruse adjourned the meeting by unanimous consent at 5:53 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
November 25, 2009

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m., on November 25, 2009 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Chris Johnson and Keith Bloomgren

Members Absent: None

City Council Liaison: Jean Fast

City Staff Present: Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Marv Grunig, Electric Utility Manager and Mike Haugen, Water/Wastewater Superintendent

Others Present: Dominic Jones, Red Rock Rural Water and Craig Mueller, Wenck Associates

APPROVE MINUTES

Motion by Bloomgren, seconded by Johnson, to approve the October 28, 2009 minutes as presented. Motion carried 3-0.

WATER WASTEWATER ITEMS

Industrial Water Use Agreement – Nasby said that Randy Dittman, Manager of Poet Bio-Refinery will not be able to attend the meeting today, but directed the committee to the memorandum in their packet. The request from Poet Bio-Refinery is as follows:

- 40,000,000 gallons minimum water purchased (per contract pricing)
- 70,000,000 gallons on reserve for Poet Bio-Refinery (at 40% of the water purchase cost)
- \$483,500 one-time up front payment by Poet Bio-Refinery to the City for debt payment reduction

Nasby also said that he did the following revenue comparison:

If the minimum of 110,000,000 gallons were purchased at the current contract price the revenue generated would total \$293,700 (110,000,000 gallons at \$2.67 per 1,000 gallons). The proposed amendment would include \$106,800 for water purchased (40,000,000 gallons at \$2.67 per 1,000 gallons) + \$74,760 for reserve water (70,000,000 gallons at \$2.67 per 1,000 gallons x 40%) + \$68,000 estimated annual debt service savings on water treatment plant loan for a total of \$249,560.

The above comparison would impact the budget with a \$44,140 deficit in revenue.

Schwalbach said that he felt the rate may be more than \$2.67 per 1,000 gallons because of inflation.

Staff was directed to get current Operation and Maintenance costs.

Haugen also recommended that a maximum amount of water to be pumped by Poet Bio-Refinery should be set, so that it would not put too much pressure on the system. The possible wording of such a limitation could be pumping not to exceed 10,000,000 gallons per month or 110,000,000 per year, with a surcharge rate if usage exceeds that amount.

Discussion was held on the impact that this revised contract would have to the citizens of Windom.

Dominic Jones requested to speak in regards to the Poet Bio-Refinery Industrial Use Contract. Jones said that Poet Bio-Refinery has spent a considerable amount of money for their new water source and conservation measures, and he appreciates the commission's view on what Poet has done for the City of Windom. However, Jones said that he realizes the impact in lost revenue to the City of Windom, and wanted the Utility Commission to know that Red Rock Rural Water is willing to negotiate a sum for the "Right of First Refusal" for water usage as a buying option.

The Utility Commission thanked Jones for Red Rock Rural Water's work with the City of Windom, and hoped that the cooperative arrangements continue in the future.

Nasby reviewed the estimated water usages for the City of Windom, they are as follows:

- City of Windom Residence 185,000,000 gallons
- Red Rock Rural Water 65,000,000 gallons
- Poet Bio-Refinery 110,000,000 gallons

Nasby said the total water usage after the new Industrial Water Usage Contract is in place would be 360,000,000 gallons of water used, leaving a cushion of approximately 60,000,000 gallons of water, as the City of Windom is permitted for 420,000,000 gallons.

Schwalbach asked Haugen if the static levels are increasing as we are not pumping as much water this year. Haugen said the static levels are going up slowly, and said that this year the city will have pumped approximately 300,000,000 gallons of water.

Landfill EPA Visit Review – Mueller reviewed the summer and fall 2009 Sampling Events from Minnesota Pollution Control Agency (MPCA) of the former Windom Municipal Dump. This report was submitted to Kurt Schroeder. Vinyl Chloride was below detection limits at all points during the summer and fall samplings and Cis-1,2-dichloroethene remains at RWA and MW9B at similar concentrations that have been for the past year. Mueller said that aeration will not be necessary this winter at the landfill site. A physical site inspection was done during the sampling event for any potential erosion of the landfill cap or the site in general. There were minor signs of gopher activity on the landfill cap and staff has been trapping them. The perimeter fence was missing two small sections, and this too has been repaired. Mueller said that the items listed below are recommendations from MPCA:

- RWA and CW7 will be sampled in January 2010

- MW9B has had concentrations of vinyl chloride below 1.0 ug/l for the past four quarters and will not be sampled again until the spring 2010 sampling event, which follows the Groundwater Contingency Plan submitted in June 1999.

Haugen said that Karen Mason-Smith, representative from EPA, performed an on site visit and documentation review. She found that documentation was in good order and the landfill site looked good.

Mueller said that Schroeder from MPCA requested data on why the landfill site did not have any methane probes in the area. Mueller said that he would contact Grabowski who is the engineer for this site, and get the requested data from their Maple Plain office. Mueller said the report would be complete in the next month and then it needs to be reviewed by the public for comment and then will be published.

REGULAR BILLS

Motion by Johnson, seconded by Bloomgren, and carried to approve payment of the Wenck bill in the amount of \$1,191.00. Carried 3-0.

ELECTRIC ITEMS

Big Stone II Power Plant (Final Wrap-up) – Grunig presented the final overview of the Big Stone II project and the City of Windom’s Project obligations. They are as follows:

Total money borrowed	\$4,000,000
Windom’s obligation	<u>x 11.6667</u>
Total	\$ 466,668
Amount Already Paid by City	\$ 239,168
Amount Owed by City of Windom	\$ 227,500
Note 2005	\$3,188.89 per month thru June 2011
Note 2006	\$5,680.21 per month thru Dec 2011
Administration fee	\$ 583.33 per month (this will terminate)

Grunig said that the cost of the development bonds for Big Stone II is being used in the calculations for the power cost adjustment on the utility bills.

CMMPA AGENCY AGREEMENT UPDATE - Grunig said that the CMMPA Agency Agreement is being updated. The cities of Delano and Kenyon are reviewing the agreement for approval, and once this is done it will come to the City of Windom and the other members of CMMPA. When this has been completed he will have the City Attorney review the document, and present it to the Utility Commission for the next regular meeting.

Electric Account Pre-Payment Policy for Renters – Grunig said that upon reviewing the 2009 write-off accounts, he feels that the utility pre-payment may need to be increased. Grunig gave the commission a survey from surrounding communities which outlines the fees and return policies. Grunig also

presented documentation for number of write-offs in the last two years and the amount associated with the amounts written off.

The Utility Commission agreed to look at the City of Windom's policy at the next meeting.

Purchase Power Contract (Request for Proposal RFP) – Grunig reviewed a power point presentation with the Utility Commission which outlined the steps involved in CMMPA's attempt filling in the gap for a power supply that needed to be filled prior to Big Stone II coming on-line in 2016.

Motion by Johnson, seconded by Bloomgren, to recommend to the City Council, and carried to enter into the Request for Proposal (RFP) with CMMPA for power purchases. Motion carried 3-0.

OLD BUSINESS

None

NEW BUSINESS

The next meeting was scheduled for December 16, 2009 at 10:00 a.m.

On motion the meeting was adjourned at 12.20 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

Date/Time received: 12-10-09 3:20 p.m.

Agenda Request Form

(This form can be used only once a month by the same individual(s). It is not a venue to bypass policies and procedures of city commissions and committees.)

Name: Frank Dorpinghaus Telephone No: 507 832 8184

Address: 573 Querk Ave Winona

Date of Council Meeting: 12-15-09 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: Climategate
Copenhagen Climate Treaty

Have you brought this to the attention of the appropriate department head? NA
Committee? NA

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): None

This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. No more than two (2) people should speak on the same topic at one meeting. Remarks should not exceed five (5) minutes per person. They should be directed to the council as a whole and not to any individual member or department head.

Frank Dorpinghaus
Signature



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement
 444 Cedar Street, Suite 133
 St. Paul, MN 55101-5133
 651-201-7507 • TTY 651-282-6555 • Fax 651-297-5259



RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control • (3.2% Licenses exempt)

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. **City Clerk/County Auditor are also required by M.S. 340A.404 S. 3 to report any license cancellation.**

License Code ONSL License Period Ending 12/31/2009 ID# 1517
 City/County where license approved. Windom
 Licensee Name FOE Aerie 3891
 Trade Name Eagles Club
 Licensed Location address 821 4th Ave
 City, State, Zip Code Windom, MN 56101
 Business Phone 507/831-3891

LICENSE FEES: Off Sale \$ 0.00 On Sale \$ 2000.00 Sunday \$ 200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been convicted of any criminal violations or imposed with any civil penalties. If so, please report on back of this application.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance is in effect for the full license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Tony Solon DOB 9-18-57 SS# 503-70-4684 Date 11-23-09
 (Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
 (Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
 County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Jeffrey A. Skubny Date 11-30-09
 (Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.)

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any interest whatsoever, directly or indirectly in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses, fines or other penalties, including Liquor Control Penalties):

Report below details involving any license rejections or revocations:

City/County Comments:

The license application includes the interior & exterior areas including the building and fenced patio area.

November 25 09

Council Members

Would like our liquor license to include
serving on the patio which is on the same
parcel as the building.

Eagles Club
Tony Hulm manager



Minnesota Department of Public Safety

Alcohol and Gambling Enforcement

444 Cedar Street, Suite 133

St. Paul, MN 55101-5133

651-201-7507 • TTY 651-282-6555 • Fax 651-297-5259



RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control • (3.2% Licenses exempt)

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. **City Clerk/County Auditor are also required by M.S. 340A.404 S. 3 to report any license cancellation.**

License Code ONSS License Period Ending 12/31/2009 ID# 10046
City/County where license approved. Windom

Licensee Name Phat Pheasant Pub Inc.

Trade Name Phat Pheasant Bar et al

Licensed Location address 2370 Hwy 60 East

City, State, Zip Code Windom, MN 56101

Business Phone 507/831-3977

LICENSE FEES: Off Sale \$ 0.00 On Sale \$ 2000.00 Sunday \$ 200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been convicted of any criminal violations or imposed with any civil penalties. If so, please report on back of this application.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance is in effect for the full license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature *Carl [Signature]* DOB 11-14-860 SS# 473-82-9068 Date 11-24-09

(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____

(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____

County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature *Jeffrey A. Shubert* Date 11-30-09

(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any interest whatsoever, directly or indirectly in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses, fines or other penalties, including Liquor Control Penalties):

closed for 5 days and paid \$2000⁰⁰ penalty for my bartender failing to add up birthdate correctly in compliance stay in '07 violation date March 14 '07

Also closed for 5 days & paid \$1000⁰⁰ penalty in '03 paid & closed in '04 for alleged violation and found not guilty on charges

Report below details involving any license rejections or revocations:

City/County Comments:

The license application includes the interior & exterior areas including the building, parking lot and fenced patio area.



Minnesota Department of Public Safety

Alcohol and Gambling Enforcement

444 Cedar Street, Suite 133

St. Paul, MN 55101-5133

651-201-7507 • TTY 651-282-6555 • Fax 651-297-5259



RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control • (3.2% Licenses exempt)

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S. 3 to report any license cancellation.

License Code ONSL License Period Ending 12/31/2008 ID# 6776
City/County where license approved. Windom

Licensee Name Porath, Gordon

Trade Name Sunbowl

Licensed Location address 111 Hwy 71 S

City, State, Zip Code Windom, MN 56101

Business Phone 507/831-4250

LICENSE FEES: Off Sale \$ 0.00 On Sale \$ 2000.00 Sunday \$ 0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been convicted of any criminal violations or imposed with any civil penalties. If so, please report on back of this application.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance is in effect for the full license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Gordon Porath DOB 5-30-48 SS# _____ Date 11-23-09

(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____

(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____

County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Jeffrey L. Shirkay Date 11-30-09

(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.)

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any interest whatsoever, directly or indirectly in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses, fines or other penalties, including Liquor Control Penalties):

Report below details involving any license rejections or revocations:

City/County Comments:



Minnesota Department of Public Safety

Alcohol and Gambling Enforcement

444 Cedar Street, Suite 133

St. Paul, MN 55101-5133

651-201-7507 • TTY 651-282-6555 • Fax 651-297-5259



RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control • (3.2% Licenses exempt)

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. **City Clerk/County Auditor are also required by M.S. 340A.404 S. 3 to report any license cancellation.**

License Code MWNONSL License Period Ending 12/31/2009 ID# 8682
City/County where license approved. Window

Licensee Name Zhou, Yi-Xiang

Trade Name China Restaurant

Licensed Location address 302 10th St

City, State, Zip Code Window, MN 56101

Business Phone 507/831-5998

LICENSE FEES: Off Sale \$ 0.00 On Sale \$ 150.00 Sunday \$ 0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been convicted of any criminal violations or imposed with any civil penalties. If so, please report on back of this application.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance is in effect for the full license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Yi Xiang Zhou DOB 9/30/54 SS# 197722071 Date 11/23/09
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Jeffrey A. Shurkey Date 11-23-09
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.)

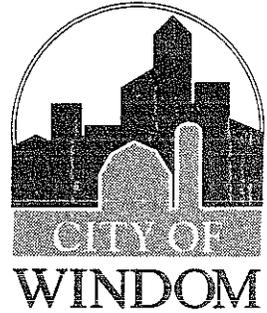
Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any interest whatsoever, directly or indirectly in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses, fines or other penalties, including Liquor Control Penalties):

Report below details involving any license rejections or revocations:

City/County Comments:



BEER LICENSE APPLICATION

Name of Applicant: China Restaurant

Home Address: 302 10th St

Business in connection with which the proposed license will operate:

Address of Business: 302 10th St

Minnesota Tax ID #: 4867817

Applicant is (Owner), (Operator)

Name and address of Manager (if applicable) zi yi zhou

** Annual Beer Sales Amount 700.00

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I hereby acknowledge that I am in receipt of Chapter 5 of the Windom City Code detailing license requirements.

Signed: yi xiang zhou

Date: 11/23/09

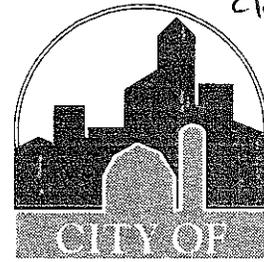
** If annual beer sales exceed \$10,000 a certificate of insurance must be submitted with application to the City Clerk (see Section 5.11 Windom City Code)

Report of Investigation: _____

Approved by the City Council _____



11/10/09
CK126258
#100



BEER LICENSE APPLICATION

WINDOM

Name of Applicant: City of Windom Community Center

Home Address: PO Box 38, Windom, MN 56101

Business in connection with which the proposed license will operate: Community Center

Address of Business: 1750 Cottonwood Lake Drive

Minnesota Tax ID #: 41-6005647

Applicant is (Owner), (Operator)

Name and address of Manager (if applicable) Brad Bussa

** Annual Beer Sales Amount 4000

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I hereby acknowledge that I am in receipt of Chapter 5 of the Windom City Code detailing license requirements.

Signed: *Brad Bussa*

Date: Oct 23, 2009

** If annual beer sales exceed \$10,000 a certificate of insurance must be submitted with application to the City Clerk (see Section 5.11 Windom City Code)

Report of Investigation: _____

Approved by the City Council _____



2010 License Applications

Cigarette License \$20.00

Casey's General Store
Country Pride Services
Erickson Oil
Hy-Vee
Riverbend Liquor
Center Stop
Sunshine Foods
Super America
Amoco

Game of Skill \$50 first game \$15.00 each additional game

Phat Pheasant
Sun Bowl – C & N Sales
Windom Arena, Windom Laundromat & Sunshine Foods – John Hedquist
FOE Aerie 3891 – Eagles Club

Theatre

Windom State Theatre

License to be approved pending receipt of payment

Game of Skill

Windom Laundromat - C & N Sales

RESOLUTION #2009-

INTRODUCED:

SECONDED:

VOTED: **Aye:**
 Nay:
 Absent:

AUTHORIZATION TO ACCEPT A DONATION FROM THE WINDOM ARENA BOOSTER CLUB FOR THE WINDOM ARENA

WHEREAS, Minnesota State Statute §465.03 requires that any city accepting a grant or gift of real or personal property shall accept such by resolution of the governing body expressing the terms prescribed by the donor; and

WHEREAS, the City of Windom has received a donation from the Windom Arena Booster Club in the amount of \$800.00 for the Windom Arena; and

WHEREAS, the donation requires that the funds be used to purchase a commercial hot dog grill and sneeze guard.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$800.00 offered by the Windom Arena Booster Club for use by the Windom Arena for a commercial hot dog grill and sneeze guard.

Adopted by the Council this 15th day of December, 2009.

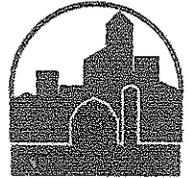
Attest: _____
 Steven Nasby, City Administrator

Kirby G. Kruse, Mayor



WINDOM POLICE DEPARTMENT

444 9th St., P. O. Box 38
Windom, MN 56101
(507) 831-6134
Fax: (507) 831-1957



Jeffrey A. Shirkey, Chief

December 7, 2009

Mayor Kruse
Windom City Council

We have completed our background check and have obtained an up to date psychological exam and a medical physical exam along with the FBI criminal history check, on our top candidate Cory Hillesheim. Everything shows that Cory is a top notch candidate for the job.

I have made the conditional offer to Mr. Hillesheim, and he has indicated a willingness to accept the position, pending the approval of the Windom City Council.

It is my recommendation to hire Cory Hillesheim for the position of Police Officer for the City of Windom, with a starting date of employment of December 28, 2009.

Respectfully;

A handwritten signature in cursive script that reads "Jeffrey A. Shirkey".

Jeffrey A. Shirkey, Chief
Windom Police Department



RESOLUTION #2009-

INTRODUCED:

SECONDED:

VOTED: **Aye:**
 Nay:
 Absent:

A RESOLUTION APPROVING 2009 TAX LEVY, COLLECTABLE IN 2010

BE IT RESOLVED, by the Council of the City of Windom, County of Cottonwood, Minnesota, that the following sums of money be levied for the current year, collectable in 2010 upon the taxable property in the City of Windom, for the following purposes:

Total Levy	\$1,564,129
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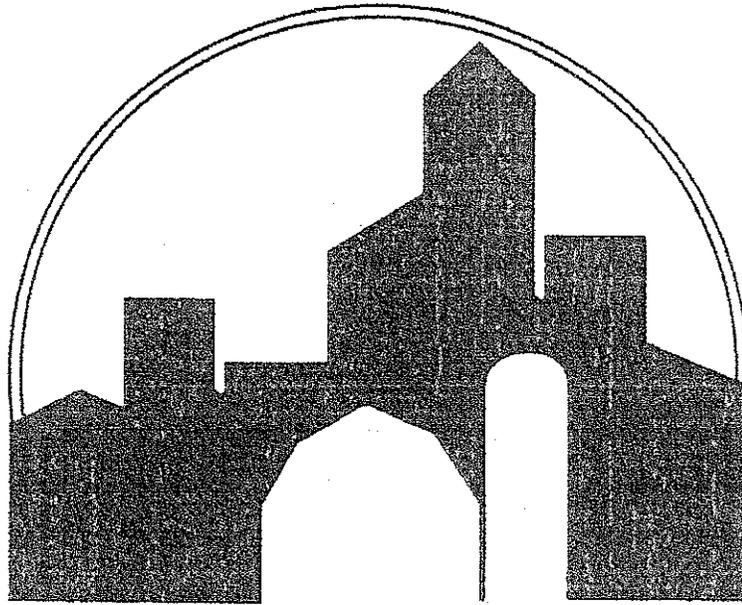
The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 15th day of December, 2009.

Kirby G. Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

2010 BUDGET



WINDOM

CITY OF WINDOM
2010 Budget (includes all funds)

Revenue Sources

General Fund

User Fees, Fines, Permits and Transfers	\$ 1,773,913
Tax Levy (Operations)	\$ 361,982
Tax Levy (Outlay)	\$ 69,800
	<u>\$ 2,205,695</u>

Special Revenue Funds

User Fees	\$ 779,200
Tax Levy	\$ 675,645
	<u>\$ 1,454,845</u>

Enterprise Funds

User Fees	\$ 10,971,088
Special Assessments *	\$ 24,983
	<u>\$ 10,996,071</u>

Debt Service

Special Assessments **	\$ 264,439
Tax Levy	\$ 380,735
	<u>\$ 645,174</u>

Special Projects

TIF Revenues & Revolving Loan Funds	\$ 360,920
-------------------------------------	------------

Grand Total

\$ 15,662,705

***Enterprise Fund Special Assessments**

\$2,470	2009 Street Project
\$14,113	2007 Street Project
<u>\$8,400</u>	2005 Street Project
\$24,983	Sub-total

****General Fund Special Assessments**

\$241,167	Prior Year Projects
<u>\$23,272</u>	2009 Street Project
\$264,439	Sub-total

\$289,422 Total Special Assessments

CITY OF WINDOM
2010 Budget (includes all funds)

	Expenditures
General Fund Operations	\$ 2,135,895
Special Revenue Funds Operations*	\$ 1,368,285
Enterprise Funds Operations*	\$ 8,732,528
Debt Service (All Funds)	\$ 2,107,309
Capital Outlay (All Funds)	\$ 406,343
Miscellaneous Projects	<u>\$ 283,200</u>
Grand Total	\$ 15,033,560

* Does not include depreciation

Final Budget

CITY OF WINDOM
2010 Tax Levy

General Fund Operational	\$	361,982
Pay loader Annual Payment #2 of 5	\$	22,467
Special Revenue Operational, Debt Service & Capital	\$	675,645
General Fund Capital Outlay	\$	<u>69,800</u>
Sub Total	\$	1,129,894
2008 LGA Cut - Recapture	\$	50,000
Plus PERA Reimbursement	\$	3,500
Plus Debt Service	\$	<u>380,735</u> *
2010 Levy	\$	1,564,129

Debt Service Levy*

1994 Project Series #1	\$	13,050
1995 G.O. Wastewater	\$	14,352
Equipment Bond - Dump/Snow Plow Truck	\$	15,799
June Court Improvement Project	\$	2,481
2003 Street Project	\$	43,307
2005 Street Project	\$	50,900
2007 Street Project	\$	47,709
2009 Street Project	\$	93,837
GO Equip - Telecom	\$	<u>99,300</u>
Total	\$	380,735

RESOLUTION #2009-

INTRODUCED:

SECONDED:

VOTED: **Aye:**
 Nay:
 Absent:

A RESOLUTION DESIGNATING GENERAL FUND BALANCE

WHEREAS, only limited revenues are received during the first six months of each budget year and as much as 50% of the expenses occur during that period of time; and

WHEREAS, a minimum level of cash is necessary to pay expenses during that first six months of each year; and

WHEREAS, a reasonable minimum General Fund balance is necessary to begin each budget year for the anticipated expenditures that will occur within the first six months.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Windom, County of Cottonwood, Minnesota, as follows: That the General Fund balance (as of 12/31/09) shall be designated for the purpose of meeting the financial obligations of the City for the upcoming years.

BE IT RESOLVED, that the Windom City Council may change this policy by adoption of resolution so stating.

Adopted this 15th day of December, 2009.

Kirby G. Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom

Region 8: Site Name

**LSS SENIOR NUTRITION PROGRAM
SITE USE AGREEMENT--2010**

This site use agreement has been prepared for the purpose of defining the rules of the agencies involved in the development and operation of the Nutrition Program in Windom.

This agreement made this ___ day of _____ 2009, by and between City of Windom, hereafter referred to as the Company and the LSS Senior Nutrition Program, 715 North 11th Street, Suite 401C, City of Moorhead and the State of Minnesota, hereafter called the Nutrition Program, in consideration of costs, covenants and agreements herein reserved and contained, do hereby agree each with the other as follows:

I. All correspondence regarding this agreement will be between the Nutrition Program Director or Assistant Director and the City Administrator on behalf of the City Council

II. The Nutrition Program agrees and shall abide, conform to and comply with all the laws of the United States and the State of Minnesota, and all of the ordinances of the City of Windom, Minnesota, together with all the rules and requirements of the Police and Fire Department of the City of Windom, Minnesota. In addition, all rules and regulations by the Minnesota Department of Health will be complied with. A restaurant license, if required, will be procured annually by the Nutrition Program. The Company agrees to arrange for an annual fire inspection and notify the Nutrition Program of results. Fire inspecting must be completed by professionally trained personnel.

III. The closing of sites on holidays will be determined by the Nutrition Program and the Company one month prior to the holiday. Nutrition sites usually observe ten holidays a year which include New Year's Day, Martin Luther King, Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving holiday, Christmas Eve Day, and Christmas Day.

IV. The Nutrition Program agrees to restore community facilities to ordinary cleanliness after use. Ordinary cleanliness is defined as leaving facilities in the same condition as they were prior to entering. Notwithstanding this undertaking, basic custodial services such as floor maintenance, window washing, cleaning of rest rooms, washing and/or painting of walls, snow and ice removal and all other general maintenance, reasonable inspection and repairs to the interior and exterior of the facilities are the responsibility of the building owner.

V. The Nutrition Program shall procure and maintain comprehensive general combined single limit liability coverage of One Million Dollars (\$1,000,000.00) and Workers Compensation Insurance on all Nutrition Program staff relating to the site mentioned above. The Nutrition Program shall hold the building owner harmless for that portion of any damages or injury occurring on the rented premises for which the Nutrition Program may be found liable.

LSS Senior Nutrition Program Site Use Agreement Addendum

This addendum is hereby incorporated into the attached Site Use Agreement entered into by LSS and the City of Windom on the 15th day of December, 2009.

Both parties hereby agree to the following:

1. Site – the site for the Senior Nutrition Program is the Windom Community Center, 1750 Cottonwood Lake Drive, Windom, MN 56101; hereafter "site".

The primary areas to be utilized for the Senior Nutrition Program will be Room #120 (kitchen and dining area).

2. Access – LSS and/or their representatives, vendors, employees or patrons shall not have keys or unsupervised access to the site. City of Windom employees will provide access to the site generally between the hours of 7:00 a.m. and 1:00 p.m. Monday – Friday (unless the site is closed due to weather or holiday).
3. Right of Use -- Should the Windom Community Center, from time to time, require the use of Room #120 LSS and the Senior Nutrition Program agree to relocate per the direction Windom Community Center staff to another area of the site which is reasonably sufficient to meet the needs of the Senior Nutrition Program. Notification to the Senior Nutrition Program's on site representative, or his/her designee, shall be provided by the Windom Community Center staff at least 24 hours in advance.
4. Insurance – LSS will provide the City of Windom with evidence that the site is covered under the umbrella issued by Marsh USA, Inc. Certificate Number CHI-001201568-06.
5. Cleaning – The Senior Nutrition Program agrees to restore community facilities to ordinary cleanliness after use according to paragraph IV of this Agreement. Said ordinary restoration will include, but is not limited to, wiping down tables and chairs, wiping/cleaning up food or debris from the floor, wiping down kitchen equipment and walls after use, mopping the kitchen floor.
6. Snow Policy – The Windom Community Center and LSS Senior Nutrition Program agree that there will be no senior activities including the Senior Dining Program on "snow days" as determined by the Windom School District.
7. Supplies – LSS Senior Nutrition Program acknowledges that the Windom Community Center is not responsible for the purchase or provision of 'expendables' used by the Senior Nutrition Program such as hand towels, paper towels, dish washer soap or cleaning supplies. Windom Community Center agrees to work with LSS to provide a secure location for the storage of said supplies.

Central Minnesota Municipal Power Agency

2012, 2013, 2014, 2015
Power Supply RFP - Windom

November, 2009

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	CITIZEN PUBLISHING C	SUBSCRIPTION	72.00
CITY OFFICE	MII LIFE	VEBA	198.40
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	80.00
CITY OFFICE	DENISE NICHOLS	SUPPLIES	45.09
	Total for Department 103		395.49*
P & Z / BUILDING OFF	MII LIFE	VEBA	148.80
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
	Total for Department 106		172.80*
CITY HALL	SANDRA HERDER	CLEANING	307.70
CITY HALL	MELISSA PENAS	CLEANING	307.70
	Total for Department 115		615.40*
POLICE	MII LIFE	VEBA	1,213.28
POLICE	MN NCPERS LIFE INSUR	INSURANCE	128.00
	Total for Department 120		1,341.28*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	140.61
FIRE DEPARTMENT	MIDWEST WIRELESS	TELEPHONE	24.94
	Total for Department 125		165.55*
STREET	AMOCO OIL COMPANY	GAS	82.47
STREET	MII LIFE	VEBA	755.44
STREET	MN NCPERS LIFE INSUR	INSURANCE	80.00
	Total for Department 140		917.91*
PARKS	MII LIFE	VEBA	185.68
PARKS	MN NCPERS LIFE INSUR	INSURANCE	32.00
	Total for Department 165		217.68*
	Total for Fund 01		3,826.11*
LIBRARY	SANDRA HERDER	CLEANING	307.70
LIBRARY	MELISSA PENAS	CLEANING	307.70
	Total for Department 171		615.40*
	Total for Fund 03		615.40*
AIRPORT	MN DEPT OF TRANSPORT	LICENSE	40.00
	Total for Department 174		40.00*
	Total for Fund 11		40.00*
AMBULANCE	KRIS JANSSEN	EXPENSE	58.70
AMBULANCE	BRAD POWERS	EXPENSE	17.60
AMBULANCE	KIM POWERS	EXPENSE	59.22
AMBULANCE	ALLAN REMPEL	EXPENSE	46.97
	Total for Department 176		182.49*
	Total for Fund 13		182.49*

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	BROWN-NICOLLET	COMMU LICENSE	118.00
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	284.88
MULTI-PURPOSE BUILDI	MN NCPERS	LIFE INSUR INSURANCE	32.00
		Total for Department 177	434.88*
		Total for Fund 14	434.88*
SCDP	FAIRLAND MANAGEMENT	OVER PAYMENT OF NACHA	83.26
		Total for Department 246	83.26*
		Total for Fund 17	83.26*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	5,469.36
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	7,003.05
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	68.50
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,506.27
LIQUOR	MII LIFE	VEBA	371.36
LIQUOR	MN NCPERS	LIFE INSUR INSURANCE	32.00
LIQUOR	MN ENERGY RESOURCES	HEATING	177.05
LIQUOR	BANK MIDWEST	NSF CHECK -RIVER BEND LI	48.85
		Total for Department 180	14,676.44*
		Total for Fund 60	14,676.44*
WATER	AMOCO OIL COMPANY	GAS	13.70
WATER	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25
WATER	H P SUDS	BILLING CONTRACT SERVICE	134.06
WATER	MII LIFE	VEBA	560.22
WATER	MN NCPERS	LIFE INSUR INSURANCE	40.00
		Total for Department 181	800.23*
		Total for Fund 61	800.23*
ELECTRIC	AMOCO OIL COMPANY	GAS	760.27
ELECTRIC	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25
ELECTRIC	HIGH VOLTAGE EQUIP D	TESTING/MAINTENANCE	3,597.25
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	134.06
ELECTRIC	MII LIFE	VEBA	1,049.86
ELECTRIC	MN NCPERS	LIFE INSUR INSURANCE	96.00
ELECTRIC	ODDSON UNDERGROUND	BORING	1,464.00
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	TODD ARMSTRONG	ENERGY REBATE	100.00
ELECTRIC	HOWARD DAVIS	ENERGY REBATE	100.00
ELECTRIC	G A ERNST & ASSOCIAT	SERVICE	500.00
ELECTRIC	JIM JOHNSON	ENERGY REBATE	100.00
ELECTRIC	RAHN LARSON	ENERGY REBATE	100.00
ELECTRIC	ERVIN MARQUARDT	ENERGY REBATE	350.00
ELECTRIC	CRAIG MARSCHALL	ENERGY REBATE	100.00
ELECTRIC	SANDY SMEDSRUD	ENERGY REBATE	75.00
ELECTRIC	LEO WISDORF	ENERGY REBATE	100.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 182	8,863.29*
		Total for Fund 62	8,863.29*
SEWER	AMOCO OIL COMPANY	GAS	142.71
SEWER	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25
SEWER	H P SUDS	BILLING CONTRACT SERVICE	134.08
SEWER	MII LIFE	VEBA	931.58
SEWER	MN NCPERS LIFE INSUR	INSURANCE	72.00
		Total for Department 183	1,332.62*
		Total for Fund 63	1,332.62*
ARENA	MII LIFE	VEBA	371.36
ARENA	MN NCPERS LIFE INSUR	INSURANCE	32.00
ARENA	FREDIN CONSTRUCTION	MAINTENANCE	857.18
		Total for Department 184	1,260.54*
		Total for Fund 64	1,260.54*
	BANK MIDWEST	LOAN PAYMENT	1,254.39
		Total for Department	1,254.39*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	9.38
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	235.28
ECONOMIC DEVELOPMENT	MN NCPERS LIFE INSUR	INSURANCE	24.00
ECONOMIC DEVELOPMENT	BANK MIDWEST	LOAN PAYMENT	2,745.61
		Total for Department 187	3,014.27*
		Total for Fund 67	4,268.66*
	MN 9-1-1 PROGRAM	911 SERVICE	980.83
		Total for Department	980.83*
TELECOMMUNICATIONS	DATA-PAC MAILING SYS	MAIL METER RENTAL	156.75
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	402.18
TELECOMMUNICATIONS	MIDWEST WIRELESS	TELEPHONE	359.63
TELECOMMUNICATIONS	MII LIFE	VEBA	665.78
TELECOMMUNICATIONS	MN NCPERS LIFE INSUR	INSURANCE	64.00
		Total for Department 199	1,648.34*
		Total for Fund 69	2,629.17*
	MN NCPERS LIFE INSUR	INSURANCE	32.00
		Total for Department	32.00*
		Total for Fund 70	32.00*
		Grand Total	39,045.09*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	BANK MIDWEST	SAVINGS ACCOUNT	800,000.00
	Total for Department		800,000.00*
CITY OFFICE	ELECTRIC FUND	UTILITY BILLING	171.51
	Total for Department 103		171.51*
P & Z / BUILDING OFF	ELECTRIC FUND	MAINTENANCE	8.00
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY BILLING	64.41
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	161.91
	Total for Department 106		234.32*
CITY HALL	ELECTRIC FUND	MAINTENANCE	11.05
CITY HALL	ELECTRIC FUND	UTILITY BILLING	489.09
	Total for Department 115		500.14*
POLICE	ELECTRIC FUND	UTILITY BILLING	71.30
POLICE	MN CHIEF OF POLICE A DUES		230.00
POLICE	VOYAGER FLEET SERVIC GAS		126.09
	Total for Department 120		427.39*
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY BILLING	26.65
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	41.54
FIRE DEPARTMENT	VOYAGER FLEET SERVIC GAS		6.70
	Total for Department 125		74.89*
STREET	ELECTRIC FUND	MAINTENANCE	63.90
STREET	ELECTRIC FUND	UTILITY BILLING	3,263.56
STREET	VOYAGER FLEET SERVIC GAS		59.67
	Total for Department 140		3,387.13*
PARKS	CITY OF WINDOM	09 ABBY PARK IMPROVEMENT	7,638.59
PARKS	ELECTRIC FUND	MAINTENANCE	24.35
PARKS	ELECTRIC FUND	UTILITY BILLING	325.27
	Total for Department 165		7,988.21*
	Total for Fund 01		812,783.59*
LIBRARY	ELECTRIC FUND	UTILITY BILLING	230.80
LIBRARY	UNIVERSITY OF MN LAW BOOK		60.13
	Total for Department 171		290.93*
	Total for Fund 03		290.93*
AIRPORT	ELECTRIC FUND	MAINTENANCE	8.00
AIRPORT	RED ROCK RURAL WATER WATER		23.50
AIRPORT	SO. CENTRAL ELECTRIC POWER COST		551.09
	Total for Department 174		582.59*
	Total for Fund 11		582.59*
	BANK MIDWEST	SAVINGS ACCOUNT	200,000.00

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department			200,000.00*
AMBULANCE	ELECTRIC FUND	MAINTENANCE	160.00
AMBULANCE	ELECTRIC FUND	UTILITY BILLING	23.26
AMBULANCE	VET'S WHOA N'GO	GAS	826.98
Total for Department 176			1,010.24*
Total for Fund 13			201,010.24*
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY BILLING	1,217.29
MULTI-PURPOSE BUILDI	VOYAGER FLEET SERVIC	GAS	78.36
Total for Department 177			1,295.65*
Total for Fund 14			1,295.65*
N IND PARK	SO. CENTRAL ELECTRIC POWER	COST	36.15
Total for Department 147			36.15*
Total for Fund 18			36.15*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	5,882.55
LIQUOR	ELECTRIC FUND	UTILITY BILLING	889.85
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	6,718.20
LIQUOR	JOHNSON BROS.	MERCHANDISE	240.00
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	609.75
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	3,276.75
LIQUOR	BANK MIDWEST	NSF CHECK	23.25
Total for Department 180			17,640.35*
Total for Fund 60			17,640.35*
WATER	ELECTRIC FUND	MAINTENANCE	18.66
WATER	ELECTRIC FUND	UTILITY BILLING	3,615.76
WATER	GOPHER STATE ONE CAL	LOCATE	4.11
WATER	H P SUDS	BILLING CONTRACT SERVICE	151.09
WATER	VOYAGER FLEET SERVIC	GAS	257.69
Total for Department 181			4,047.31*
Total for Fund 61			4,047.31*
J. H. LARSON		SUPPLIES/MAINTENANCE	685.86
ASTLEFORD INTERNATIO		TRUCK	62,380.00
SHERRY QUIRAM		REFUND - UTILITY PREPAYM	125.00
AARON ZUREK		REFUND-UTILITY PREPAYMEN	125.00
Total for Department			63,315.86*
ELECTRIC	ELECTRIC FUND	MAINTENANCE	193.25
ELECTRIC	ELECTRIC FUND	UTILITY BILLING	265.16
ELECTRIC	GOPHER STATE ONE CAL	LOCATE	4.11
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	151.11

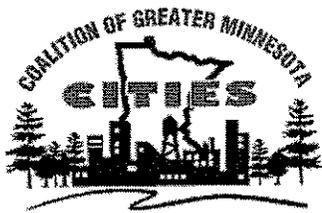
CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	VET'S WHOA N'GO	GAS	15.28
ELECTRIC	VOYAGER FLEET SERVIC	GAS	111.84
ELECTRIC	SUNBELT SOFTWARE, IN	MAINTENANCE CONTRACT	154.75
		Total for Department 182	895.50*
		Total for Fund 62	64,211.36*
SEWER	ELECTRIC FUND	MAINTENANCE	34.00
SEWER	ELECTRIC FUND	UTILITY BILLING	14,419.56
SEWER	GOPHER STATE ONE CAL	LOCATE	4.11
SEWER	H P SUDS	BILLING CONTRACT SERVICE	151.09
		Total for Department 183	14,608.76*
		Total for Fund 63	14,608.76*
ARENA	ELECTRIC FUND	MAINTENANCE	26.11
ARENA	ELECTRIC FUND	UTILITY BILLING	6,736.70
ARENA	VET'S WHOA N'GO	GAS	71.73
ARENA	VOYAGER FLEET SERVIC	GAS	25.17
		Total for Department 184	6,859.71*
		Total for Fund 64	6,859.71*
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY BILLING	137.06
		Total for Department 187	137.06*
		Total for Fund 67	137.06*
	BANK MIDWEST	SAVINGS ACCOUNT	2,365,602.00
	MELISSA RICHARDSON	REFUND-STATEMENT CREDIT	3.52
		Total for Department	2,365,605.52*
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	7.02
TELECOMMUNICATIONS	BIG TEN NETWORK	SUBSCRIBER	1,575.76
TELECOMMUNICATIONS	BLUEHIGHWAYS	SUBSCRIBER	27.62
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	13.00
TELECOMMUNICATIONS	DHJV COMPANY LLC	SUBSCRIBER	7.96
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	44.04
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY BILLING	1,451.04
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	5,062.75
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATE	12.32
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	453.27
TELECOMMUNICATIONS	KARE	SUBSCRIBER	399.90
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	657.50
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	20,680.79
TELECOMMUNICATIONS	QWEST COMMUNICATIONS	LEXIS BILLING SERVICE	183.45
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	215.96
TELECOMMUNICATIONS	VET'S WHOA N'GO	GAS	145.79
TELECOMMUNICATIONS	MELISSA RICHARDSON	REFUND-STATEMENT CREDIT	51.29

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

		Total for Department 199	31,019.46*
		Total for Fund 69	2,396,624.98*
	MINNESOTA REVENUE	WAGE LEVY	267.00
		Total for Department	267.00*
		Total for Fund 70	267.00*
		Grand Total	3,520,395.68*



Coalition of Greater Minnesota Cities

CGMC in Brief

December 8, 2009

Contact: Tim Flaherty
651-225-8840

Governor spares city, county aid programs from December unallotment

In a letter to city and county advocacy groups today, Governor Pawlenty announced that he will not reduce programs like LGA and MVHC through a December unallotment, citing cities' imminent expectation of this full payment. Instead, the governor notes in the attached letter that cuts to LGA, if the legislature should include any in its proposals next session, should be focused on future payments. If the legislature is unable to craft a budget acceptable to the governor, he has indicated that future payments to cities and counties will likely be unallotted at the end of the session.

CGMC strongly believes that the information cities have compiled regarding their service cuts, job losses, and budget challenges were influential in the governor's decision. CGMC senior policy analyst Steve Peterson, along with representatives of other city groups, presented this information to the Commissioner last Friday. CGMC would like to thank cities that have passed this information onto CGMC staff and League of Minnesota Cities staff.

We would also like to thank those of you who have been in regular contact with your local media about your budget and the impact of LGA reductions. Keeping your local residents informed of how state-level decisions affect local decisions is key to bringing attention to issues like LGA. Several cities have also noted that they have or are planning to pass the unallotment resolution (attached) that CGMC sent to you last week in the CGMC in Brief, and many of you have contacted your legislators directly. We appreciate your efforts to do everything at the local level to help us advance the LGA conversation at the state level.

In addition to meeting with the Commissioner of Revenue last week, CGMC also sent a letter to Governor Pawlenty explaining the importance of making the full December LGA payment. A similar letter was sent to all greater Minnesota House Republicans on Monday to emphasize their role in representing their cities and working with the governor on this important issue. Both letters are attached. CGMC also issued the attached statement to the press regarding today's news.

Our message for moving forward

The fight to keep the LGA program strong is far from over. Although LGA has been spared in this round, all signs point to a contentious session in which LGA will be a budget-cutting target. Our message moving forward is this:

Cities understand that the state is facing a long-term structural budget problem and that we will have to play a part in the solution. However, LGA has been victim to repeated, disproportionately deep cuts in past unallotment actions and we will be asking the legislature to limit the 2010 cuts to the 2009 unallotment amount.

Please stay in touch with your media and legislators as you finalize your 2010 budget.





STATE OF MINNESOTA

Office of Governor Tim Pawlenty

130 State Capitol ♦ 75 Rev. Dr. Martin Luther King Jr. Boulevard ♦ Saint Paul, MN 55155

December 8, 2009

The Honorable Ardell F. Brede
President, League of Minnesota Cities
Mayor of Rochester
145 University Avenue West
Saint Paul, Minnesota 55103

The Honorable Jim McDonough
President, Association of Minnesota Counties
Ramsey County Commissioner
125 Charles Avenue
Saint Paul, Minnesota 55103

Dear Mayor Brede and Commissioner McDonough:

I am writing to you in your capacities as the current presidents of the League of Minnesota Cities and the Association of Minnesota Counties, respectively.

The state's November economic forecast released last week disclosed that anticipated revenues for the current fiscal biennium will be \$1.2 billion less than needed to balance expenditures with revenues. The primary cause of this deficit is the unprecedented decline in wages occurring as a result of the historic national economic downturn and its impact on Minnesota, which has reduced the state's income tax receipts.

To address this, my Administration will be working with the Legislature to formulate budget cuts that can be promptly enacted when the Legislature convenes in February.

Absent meaningful alternatives, one necessary component of a budget-cutting solution will be reductions to local aid programs. However, the local aid payments scheduled for payment later this month—including local government aid, county program aid, market value credit, and other local aid programs—will not be subject to further unallotment as part of this solution.

As with the unallotment actions taken out of necessity this summer to address the previous \$2.7 billion budget deficit, we will be putting forth proposals that seek, to the extent possible, to permit affected groups time to prepare for the necessary aid reductions. Given the imminent expected payment of December local aid, I have determined that additional local aid program cuts, if any, should be focused on future payments.

Mayor Brede and Commissioner McDonough

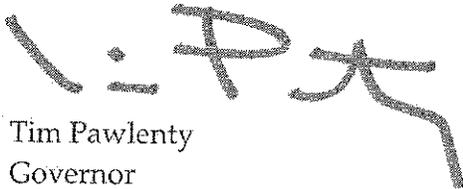
Page 2

December 8, 2009

However, if the Legislature is unable to pass appropriate budget reductions, I will take the necessary actions to resolve the budget deficit. Future local aid program payments would likely be part of that budget solution.

The state must live within its means. Last week's economic forecast will require belt-tightening, cost-cutting, and improved efficiencies from government at all levels. The participation of city and county governments in this effort is vital to our success. We will best promote job growth and position Minnesota for the future by reining in government spending and keeping our state competitive.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Tim Pawlenty', with a long, sweeping flourish extending to the right.

Tim Pawlenty
Governor

DRAFT RESOLUTION ON POTENTIAL UNALLOTMENT
OF DECEMBER LGA PAYMENT

WHEREAS, The December 2009 State Budget Forecast predicts a budget deficit of \$1.2 billion for the current biennium; and

WHEREAS, Governor Pawlenty unallotted scheduled local government aid (LGA) and market value homestead credit payments (MVHC) in December 2008 and July 2009 to address state budget deficits; and

WHEREAS, These unallotments to the LGA and MVHC programs totaled \$130 million; and

WHEREAS, LGA and MVHC represents only 3.2% of the state general fund budget for 2010 and 2.7% of the general fund budget for 2011, but have accounted for 24.3% and 21.0% of the governor's unallotments respectively; and

WHEREAS, Governor Pawlenty has proposed further unallotments of these programs in 2010 totaling \$128 million; and

WHEREAS, these programs are critical to restraining property taxes and providing for essential city services such as police, fire, snow plowing, libraries, parks, sewer and water infrastructure, and other services that make our community a vital and desirable place to live and work; and

WHEREAS, the city of _____ has been unallotted state aid in the amounts of \$ _____ in 2008, and \$ _____ in 2009, and is expecting an unallotment of \$ _____ in 2010; and

WHEREAS, the most recent cuts to the LGA and MVHC program are significantly out of proportion to their share of the state budget.

NOW BE IT THEREFORE RESOLVED THAT, the city council of the city of _____ urges the governor to refrain from exercising an unallotment of the December 2009 aid payments, and that he work cooperatively with the legislature to solve the current budget deficit either by calling an immediate special session or upon the opening of the 2010 legislative session on February 4, 2010; and

BE IT FURTHER RESOLVED THAT, the governor and the legislature limit further cuts to the LGA and MVHC programs to proportions that are consistent with the share these programs make up of the state budget; and

BE IT FURTHER RESOLVED THAT, upon passage, this resolution shall be forwarded to Governor Tim Pawlenty, Speaker Margaret Anderson Kelliher, Senate Majority Leader Larry Pogemiller, and to the members of the state legislature representing our city.



Dedicated to a Strong Greater Minnesota

December 4, 2009

The Honorable Tim Pawlenty
Office of the Governor
130 State Capitol
75 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Governor Pawlenty:

On behalf of the 77 cities in the Coalition of Greater Minnesota Cities (CGMC), I would like to express our deep concern with your recent comments that local government aid (LGA) must again shoulder more than its fair share of the state's budget deficit in order to address the current shortfall.

Since December 2008, your unallotment actions have removed \$99 million from the LGA program and will remove another \$102 million in 2010 barring legislative action in the upcoming session. Even though LGA makes up only 3% of the general fund, you have repeatedly targeted the program for disproportionately deeper cuts.

These unilateral reductions have greatly impaired the program's purpose of aiding cities in providing services—police, fire protection, libraries, parks, winter snowplowing—at an affordable price to property taxpayers. A further unallotment to LGA this December, as you have alluded to, will continue to weaken the LGA program's effectiveness.

It is for this reason that we urge you to give LGA its fair day before the Minnesota legislature. The state's budget shortfall in this biennium and how it will be resolved should not include further cuts to LGA and should be decided in partnership with the legislature either through an immediate special session or when the regular session convenes in February. The policymakers elected to represent our residents deserve a voice on this important issue.

Because of LGA cuts, greater Minnesota cities have made the tough—and frequently unpopular—decisions to cut critical services that our residents depend on. We have cut all low-hanging fruit and are now starting to cut core programs that we know you support. Below are just a few examples of the situations our cities are in:

The City of Marshall is in such financial distress that it cannot afford the costs associated with replacing five volunteer fire personnel.

The City of Brainerd will be down two or three police officers, one firefighter, and one public works employee in 2010.

The City of Ely took out a loan for \$500,000 this spring for cash flow purposes anticipating future LGA payments to help pay off the loan. They will have to take out another loan if the December LGA payment is reduced.

Most cities have attempted to implement wage freezes to the best of their ability, but are finding few unions are willing to open signed contracts and others have sought to arbitrate.

Across the board, cities are plowing fewer roads less frequently this winter, as almost all overtime has been eliminated.

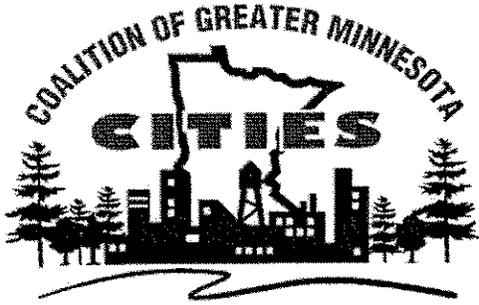
Greater Minnesota cities are at a tipping point and need your support in protecting the funding that keeps our cities safe, strong, and affordable to property taxpayers. On behalf of greater Minnesota cities, I ask that you please do not further unallot the December LGA payment. The magnitude of the state's financial woes are crippling our cities and it is time to involve the legislature in the final budget solution.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Wolff".

Rick Wolff
Mayor of the City of Hibbing
Vice President of the Coalition of Greater Minnesota Cities

cc: Speaker of the House Margaret Anderson Kelliher
House Minority Leader Kurt Zellers
Senate Majority Leader Larry Pogemiller
Senate Minority Leader David Senjem



Dedicated to a Strong Greater Minnesota

December 7, 2009

Dear Legislator,

I am writing to House Republicans from greater Minnesota to ask for your help. With the announcement of the state's \$1.2 billion budget deficit for this biennium, the governor has indicated that once again local government aid (LGA) may shoulder the burden in helping resolve the state's fiscal crisis.

Since December 2008, the governor's unallotments have removed \$99 million from the LGA program and will remove another \$102 million in 2010 barring legislative action in the upcoming session. These decisions have been made without legislative involvement from you. Since December 2008, cities have taken more than their fair share of the governor's unallotments. While LGA makes up approximately 3% of the budget, this program has accounted for over 21% of Governor Pawlenty's unallotments, not including the school payment and property tax recognition shifts.

As a result of these unallotments, cities are at a tipping point. A further unallotment of the December LGA payment will simply push cities over the edge (see enclosed handout with city examples). Critical positions in police and fire departments across Minnesota have been cut, are going unfilled, or are having service hours drastically reduced. Cities that engaged in short-term borrowing to bridge cash flow issues created by last December's LGA unallotment will be unable to make good on their commitments. Cities now have years' worth of deferred capital improvements and infrastructure upgrades that wait for completion. Finally, as we brace for a significant winter storm, many cities are making plans to plow fewer roads and to do so less frequently. Still, the governor has signaled that cities should prepare for further disproportionate cuts.

A further unallotment of the December LGA payment will mean layoffs, drastic cuts in services, and increased property taxes. Another unallotment will also mean that our communities will not be positioned to benefit from the emerging economic recovery. Inadequate police and fire protection, closed parks and libraries, high property taxes, and crumbling infrastructure is no base from which to build thriving communities. It is that simple.

We ask that you contact the governor and urge him to make the December LGA payments in full and on time. It is not appropriate for the governor to make further cuts to critical programs without first getting input from you, our elected officials. The magnitude of the state's financial woes is crippling our cities and it is time to involve the legislature in the final budget solution.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Wolff". The signature is stylized and somewhat cursive.

Rick Wolff
Mayor of the City of Hibbing
Vice President of the Coalition of Greater Minnesota Cities

Enclosed: LGA handout

What you need to know about LGA and greater Minnesota cities

- 65% of the total LGA allotment is distributed to cities in greater Minnesota in order to alleviate the stark property tax and service disparities that would otherwise exist between greater Minnesota and higher wealth metro suburbs.
- Targeting LGA for cuts will disproportionately affect greater Minnesota cities. These cities will have to cut services or raise property taxes to a greater extent than cities that are minimally impacted by LGA cuts.
- Because of LGA cuts, greater Minnesota cities have made the tough—and frequently unpopular—decisions to cut critical services that our residents depend on. Cities have cut all low-hanging fruit and are now starting to cut core programs. Below are just a few examples of the situations our cities are in:
 - The City of Marshall is in such financial distress that it cannot afford the costs associated with filling five volunteer fire personnel.
 - The City of Brainerd will be down two or three police officers, one firefighter, and one public works employee in 2010.
 - The City of Ely took out a loan for \$500,000 this spring for cash flow purposes anticipating future LGA payments to help pay off the loan. They will have to take out another loan if the December LGA payment is reduced.
- Most cities have attempted to implement wage freezes to the best of their ability, but are finding few unions are willing to open signed contracts and others have sought to arbitrate.
- Across the board, cities are plowing fewer roads less frequently this winter, as almost all overtime has been eliminated.
- Cities have done more belt-tightening than the state.
 - From 2002 to 2009, funding available for state spending has increased 1.5%, while total revenues for local city spending has decreased 12.0%, when adjusted for inflation and population.
 - According to the U.S. census, from 2002 to 2007 full-time equivalent state employment decreased by 2.6%, while city employment has dropped by 7.5% in the same period.
- LGA has steadily declined as a percentage of the state general fund—from 4.4% in 2002 to 2.7% in 2011.

STATEMENT FROM MAYORS CHRIS COLEMAN AND WAYNE WOLDEN



The Most Livable
City in America

For immediate release: December 9, 2009

Contact:
Glen Fladeboe
651-208-3262

“We applaud and thank Governor Pawlenty for recognizing that Minnesota cities have hit the financial edge and additional cuts would jeopardize public safety and do further harm to our fledgling economy.

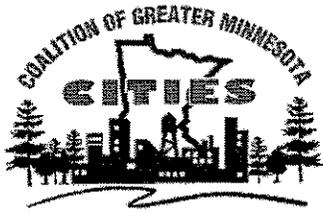
“Over the past year we have done everything we can to speak out for cities across the state to show how critical services like police, fire, snowplowing, libraries and property taxes have been affected by continued cuts to local government aid.

“Over the past seven years Minnesota cities have lost \$754 million in LGA and the consequences have been profound—a 64% increase in property taxes and significant cuts to core services like police, fire, snow plowing and libraries.

“As a major winter storm is bearing down on us, the critical role our cities play in the lives of our citizens is no more apparent than today. Across the state, cities are battling the storm by plowing streets, dropping salt and doing everything we can to protect the safety of Minnesota families. All of us know that this comes at a cost.

“We look forward to working with the governor and the legislature in the upcoming session to ensure our cities will continue to be protected. “

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Coalition of Greater Minnesota Cities

CGMC in Brief

December 3, 2009

Contact: Tim Flaherty
651-225-8840

December LGA payment reductions possible as Minnesota's budget woes continue

Minnesota's state government faces a \$1.2 billion deficit for the current budget cycle that started July. The size of the budget deficit and statements made by Gov. Pawlenty at his press conference and in his press release (attached) point to a possible reduction in the December LGA payment.

Minnesota's budget, which was balanced in July, has fallen in to deficit due to a large reduction in revenue collected by the state. Minnesota's revenue has decreased by \$1.156 billion, while spending has decreased by \$44 million leaving a \$1.2 billion shortfall after factoring in that the last state budget ended \$91 million in the red.

The large drop in revenue stems from a large drop in income tax collections. It was anticipated that wages would drop 1.5%, when the actual drop was an "unprecedented" 5.5%. This will be the first time in the history of collecting wage data since World War II that wages have declined for four straight quarters. From 1970 until the beginning of this recession, only one financial quarter showed any wage decline. The wage decline is caused by a combination of job losses, lower wages, and fewer hours worked. To view the budget forecast documents prepared by Minnesota Management and Budget, click here: <http://www.doer.state.mn.us/fu-current-fore>

Action needed from your city council: Pass unallotment resolution

CGMC has prepared a draft resolution to oppose unallotment of the December LGA payment and to support the governor calling a special legislative session to address the current biennium's budget shortfall. We encourage you to adopt the resolution at your next city council meeting and send a copy to the governor, Speaker Margaret Anderson Kelliher, Senate Majority Leader Larry Pogemiller, and to the members of the state legislature representing your city. The resolution contains spaces in which to enter your city's specific LGA reductions; this information can be found in the attached spreadsheet.

Key messages for telling your city's LGA story

In order to curb further reductions in LGA, the public needs to learn about the direct consequences that have resulted from previous LGA cuts. In the next week, please make a point of speaking with your local media, members of the community, and legislators with the following messages:

- For years, cities have taken disproportionate cuts in LGA, yet the state's budget problems persist. It's time for the state—both the governor and the legislature—to pursue meaningful solutions that actually improve the stability of Minnesota's financial future.
- Explain how the 2009/2010 unallotments have impacted your services and property taxes—how will a large reduction in the December payment further challenge your city?



- LGA is what keeps greater Minnesota strong. Our cities need this funding to provide essential services at an affordable price to property taxpayers. Without LGA, quality of life disparities between different regions of the state will grow.

Republican legislators need to hear from you!

In the next few days, the governor will be considering whether to unallot unilaterally or to involve the legislature in cost-cutting decisions. As mentioned at the fall conference, CGMC cities always fare better when the legislature is involved in these decisions. For this reason, it is **imperative** that CGMC cities with Republican legislators contact these legislators and ask them to urge the governor to defer any LGA payment reductions or delays until the legislature is in session—whether that means the legislature is convened immediately via a special session or in February for the regular session.

Cities able to recertify levy if December payment is reduced

Passed in last year's public finance bill was a change in law to allow cities to recertify their levy by January 15th if the governor further reduces the December 2009 payment. Cities will be able to recertify up to the level of their levy limit or the amount of the unallotment through a special levy. The law is silent on whether or not cities can recertify if the payment is delayed.

Below is the House Research summary of the provision and bill language.

Recertification due to unallotment. Allows local governments to recertify their levy by January 15 of the year in which the levy is paid if it has a reduction in its December property tax aid and credit payments due to a governor's unallotment. If the recertification is not reported to the county auditor within two business days of January 15, the original levy certification stands.

40.5 Subd. 6. **Recertification due to unallotment.** If a local government's December 40.6 aid or credit payments under sections 477A.011 to 477A.014 and section 273.1384 are 40.7 reduced due to unallotment under section 16A.152, the local government may recertify 40.8 its levy under subdivision 1, by January 15 of the year in which the levy will be paid. 40.9 The local government must report the recertified amount to the county auditor within 40.10 two business days of January 15 or the levy will remain at the amount certified under 40.11 subdivision 1. Notwithstanding subdivision 4, the county auditor shall report to the 40.12 commissioner of revenue any recertified levies under this subdivision by January 30 40.13 of the year in which the levy will be paid.



	2008 Cut	2009 Cut	2010 Cut	planned 3 Year TOTAL LGA Cut
Windom	110,120	94,753	218,631	423,504
Winger	0	0	0	0
Winnebago	37,633	30,756	75,106	143,495
Winona	639,170	531,230	1,225,750	2,396,150
Winsted	67,500	50,710	126,775	244,985
Winthrop	38,051	29,260	73,150	140,461
Winton	0	0	0	0
Wolf Lake	0	0	0	0
Wolverton	0	0	0	0
Wood Lake	0	0	0	0
Woodbury	0	0	0	0
Woodland	0	3,168	3,168	6,336
Woodstock	0	0	0	0
Worthington	228,900	190,212	438,891	858,003
Wrenshall	0	0	0	0
Wright	0	0	0	0
Wykoff	0	0	0	0
Wyoming	11,280	0	0	11,280
Zemple	0	0	0	0
Zimmerman	57,500	49,047	113,169	219,716
Zumbro Falls	0	0	0	0
Zumbrota	69,350	59,830	138,050	267,230
Statewide	53,509,808	44,619,614	102,383,984	200,513,406

**GOVERNOR PAWLENTY SAYS STATE GOVERNMENT WILL LIVE WITHIN ITS
MEANS -- December 2, 2009**

Saint Paul – Governor Tim Pawlenty today called the state's projected \$1.2 billion deficit “significant, but solvable. As we tackle this challenge, we will follow these key principles: government must live within available revenues and Minnesota must become a more business-friendly and job-friendly state.”

“State government budgets are not immune from the impacts of the nation’s historic economic crisis,” Governor Pawlenty said. “State government needs to live within its means. We must also take steps to make Minnesota more competitive for private sector jobs, not just government jobs. That includes holding the line on taxes.”

Governor Pawlenty said he will work with the legislature to resolve the budget shortfall. He requested that legislative leaders start committee hearings immediately to craft budget reductions that could be enacted promptly at the beginning of the legislative session that gets underway on February 4, 2010.

Because of the timing of payments, the Governor said it may be necessary to unallot a portion of December 2009 local government aid. Governor Pawlenty has directed his cabinet members to begin working with legislators to discuss that potential unallotment and other possible solutions.

Governor Pawlenty also announced he is ordering state government agencies to place a hold on spending. The Governor’s reduction order targets 3 percent of unspent operating funds in the current budget period.

“The shortfall is also further proof that we need to modernize the way the state makes budget decisions,” Governor Pawlenty said. “Once again, we find ourselves with a shortfall that reflects spending decisions that are locked in while revenues are subject to change. That uncertainty needs to be reduced. Limiting state government growth through a constitutional amendment would help rein in spending and bring greater certainty to the budgeting process.”



CITIES BULLETIN

ONLINE EDITION

LMC Board adopts 2010 legislative policies, sets top three public relations priorities

Issue 34**Published: December 2, 2009***By Brian Strub and Anne Finn*

The League of Minnesota Cities (LMC) Board of Directors adopted the League's 2010 legislative policies at its November meeting. LMC City Policies are the only comprehensive statewide advocacy agenda for all Minnesota cities.

The *2010 City Policies* document contains more than 100 policies and includes the League's legislative initiatives as well as defensive positions on a number of issues. Once the document is formatted for publication, the *2010 City Policies* will be posted on the [League website](#).

Amendments

The majority of the *Draft 2010 City Policies* were adopted as recommended and presented to the membership by the League's four policy committees: Improving Service Delivery (ISD), Improving Local Economies (ILE), Improving Fiscal Futures (IFF), and Human Resources and Data Practices (HR&DP). Several policies were discussed in further detail at the Board meeting. Some policies were modified with technical amendments, while the following policies were amended more substantially:

- **Environmental Protection**—The League's Environmental Protection policy was amended to request statutory clarifications in the Minnesota Pollution Control Agency's determination process and to include language related to product stewardship and extended producer responsibility.
- **State Budget Stability**—The League's State Budget Stability policy was amended to provide a response to potential constitutional or statutory budget restrictions that may be considered by the Legislature. The most prominent proposal is the governor's recent initiative to propose a constitutional amendment that would cap state spending at the amount of revenues actually collected.
- **Volunteer Firefighter Pension Benefits**—The Board amended the Volunteer Firefighter Pension Benefits policy by incorporating language that seeks to lengthen the amortization period for investment losses from 10 years to 20 years.
- **Data Practices Compliance Issues**—Formerly known as the Data Practices and Open Meeting Law Compliance Issues policy, the language in the Data Practices Compliance Issues policy was modified with language seeking statutory relief from wide ranging and overly broad data requests that result in extended periods of time for staff to locate government records, redact private data, and assemble documents.

Amendments considered were drafted by staff at the request of Board members prior to the November meeting.

New policy

In addition to amendments to draft policies, the Board also adopted one new policy. It pertains to the special assessment process under [Minnesota Statutes, section 429](#). The policy, Special Assessment Procedure, calls for the special assessment process to be amended to require that objections be filed with the city clerk no later than 10 business days following the date the notice was sent to the registered owner of record. The idea

behind the policy is to give city staff more time to anticipate and respond to appeals, and to have the necessary information available at related public hearings.

After the four committees completed their work in September, draft policies were published in early October and posted on the League's website. The comment period was then open through early November, and cities sent in comments and suggestions, which were then compiled for the Board's consideration.

Additionally, city members were briefed on the recommendations for new policies and major changes at the LMC Regional Meetings this fall in Mankato, Marshall, McIntosh, Parkers Prairie, Princeton, Stewartville, Virginia, and Willmar.

LMC legislative priorities

The Board also spent time prioritizing legislative issues for the purpose of focusing the League's public relations efforts. The three issue areas selected most frequently were:

- State and local fiscal relations.
- State budget stability.
- Bonding/capital improvement, specifically related to drinking water, wastewater, stormwater, urban forest management, and transportation infrastructure.

Thanks to you!

The League Board of Directors and staff appreciate all the city officials who took time to offer comments and suggestions throughout the year to improve the city agenda of local control, municipal authority, and strengthening the state-local relationship.

Additionally, the League would like to acknowledge and thank the nearly 200 city leaders who volunteered their time and served on the policy committees, including the following chairs and vice-chairs:

- Improving Service Delivery: Chair, Councilmember Ginny Black of Plymouth; Vice-chair, Tim Madigan, city administrator of Faribault.
- Improving Local Economies: Chair, Councilmember Tim Breza of Winona; Vice-chair, Luayn Murphy, city administrator of Mayer.
- Improving Fiscal Futures: Chair, Mike Funk, city administrator of Minnestrista; Vice-chair, Marshall Hallock, finance director of Red Wing.
- Human Resources and Data Practices: Chair, Councilmember Richard Brainerd of Mahtomedi; Vice-chair, Brenda Cossette, human resources director of Fergus Falls.

The League's four policy committees will convene again in July 2010 to begin developing the 2011 policies. League members wishing to participate should watch the League publications in early 2010 for information.

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CITIES BULLETIN

ONLINE EDITION

December downer: Another \$1.2 billion in the red

Issue 34

Published: December 2, 2009

By Gary Carlson

On Wednesday morning, State Economist Tom Stinson and Commissioner Tom Hanson of Minnesota Management and Budget (MMB) announced that the state is facing another massive deficit of \$1.2 billion for the balance of the current 2010-2011 biennium. Virtually the entire projected deficit, or \$1.156 billion of the deficit, is the result of weakened tax collections. State expenditures are actually projected to be \$44 million lower than the end-of-session estimates. The balance, or \$91 million, is due to reduced revenues realized at the end of the 2008-2009 biennium.

Stinson highlighted the unprecedented drop in wages for Minnesotans that has occurred for the past three quarters. Although employment in Minnesota for 2009 is now estimated to decline by 4 percent for all of 2009, wages have actually dropped by 5.5 percent. This fact suggests that even those who remain employed are seeing their actual wages decline as employers struggle with the effects of the recession.

Due to Minnesota's reliance on the income tax, employment and wage trends heavily influence the status of the state budget. In fact, the budget documents indicate that fully 72 percent, or \$827 million, of the projected revenue reduction is due to lower estimated collections of income taxes, which represents a 5.5 percent reduction in income tax collections from the February forecast. Estimates for sales tax collections are down by \$32 million or only 0.4 percent while corporate franchise tax collections are projected to be 4.4 percent or \$54 million higher than the February forecast. All other tax collections, which include the statewide business property tax, a portion of the motor vehicle sales tax, insurance taxes, and alcohol and tobacco taxes, are off by 5.4 percent, or \$351 million.

The table below reflects the changes in today's forecast relative to the forecast released last February as adjusted for the actions of the 2009 Legislature and the governor's unallotments. To view the November Economic Forecast, visit the [MMB website](#).

FY 2010-2011 Forecast change in state budget deficit

(compared to February forecast as adjusted for 2009 session outcomes and unallotments [in millions])

	End-of-session	Nov Forecast	Change
Balance from FY 2008/09	+\$538	+\$447	-\$91
Projected Revenues	31,142	29,986	-1,156
Projected Expenditures	31,330	31,286	-44
Budget Reserve	0	0	0
Cash Flow	350	350	0

Account			
Balance	\$0	-\$1,203	-\$1,203

Stinson stated that the country has now emerged from the deep recession. However, that news was tempered by his conclusion that the recovery will now be significantly slower than previously forecast. He indicated that many economists now believe that unemployment will remain above 8 percent through 2011.

Hanson indicated that action on the deficit should not be delayed due to the fact that the state has already spent approximately 22 percent of the 2010-2011 biennial budget and that every day, scheduled state expenditures raise that figure. In response to a reporter's question, Hanson indicated that in late December, more than \$400 million in city and county aid payments are scheduled and that there are active discussions about whether to unallot a portion of those payments to begin addressing the deficit.

2012-2013 Biennium

The forecast also updates the state budget projections for the 2012-2013 biennium. According to the forecast, the longer-term deficit will rise to \$5.4 billion, up from the official estimate of \$4.4 billion at the end of the 2009 legislative session. The longer-term deficit projection does not include \$1.179 billion in estimated inflationary influences on state expenditures, nor does it fully address the repayment of \$562 million in delayed school revenues due to the property tax recognition shift, or the possible restoration of up to \$928 million in funding for general assistance medical care (GAMC) that was cut in the governor's \$2.7 billion unallotment plan.

The governor suggested to reporters that even the larger 2012-2013 deficit was manageable if the Legislature makes his 2010-2011 unallotments permanent. Those cuts reduced 2009 city distributions by \$64 million and 2010 distributions by \$128 million. He did not specify whether he would propose an extension of the 2010 cuts to the 2011 and 2012 distributions, in part due to the fact that those aid amounts are paid out of next biennium's budget.

The governor and legislators react

In the wake of the budget forecast announcement, the governor and the legislative caucuses each held press conferences to discuss the budget deficit. Gov. Pawlenty began his press conference by indicating that the deficit was "significant, but solvable." He specifically mentioned that the December distributions of city and county aid programs could be partially unallotted in order to begin the process of addressing the deficit. He indicated that he has asked his commissioners to begin working with legislators to discuss a possible December unallotment and other possible budget solutions, but he went on to say that there has been no final decision about the "timing, magnitude, or even whether unallotment would be used."

At one point, the governor reiterated his desire to reach consensus with legislators and that unallotment would be a tool of last resort. However, with local government aid (LGA) and market value homestead credits (MVHC) scheduled to be distributed at the end of the month, action would have to occur quickly. When asked by a reporter about possible tax increases or tax base expansions to address the deficit, Pawlenty indicated that any tax reforms must cut taxes or at worst be revenue neutral. He later responded to another reporter's similar question by stating that this deficit would be solved through spending reductions.

Following the governor's press conference, Democratic and Republican legislative leaderships each held separate press conferences. The Senate and House Democrats focused much of their message on the state's structural budget problem and the need to stimulate job creation in Minnesota. Senate Majority Leader Pogemiller (DFL-Minneapolis) and House Speaker Margaret Anderson Kelliher (DFL-Minneapolis) called for a bipartisan effort to address both the short-term and long-term state budget deficits.

In response to a reporter's question about a possible December unallotment of city and county appropriations, Senate Tax Chair Sen. Tom Bakk (DFL-Cook) responded that such an action would be

pushing the problem onto local units of government and would ultimately increase local property taxes.

The Republican response was led by new House Minority Leader Kurt Zellers (R-Maple Grove), with the support of Senate Minority Leader Dave Senjem (R-Rochester) and Sen. Geoff Michel (R-Edina). Rep. Zellers emphasized that the deficit was substantial but manageable and he went on to suggest that the deficit is due to excess state spending and not due to insufficient revenues and that the state must establish a budget that lives within its means. Zellers also stressed the need to increase employment by making the state a more competitive business environment.

Third unallotment in 12 months?

If city LGA and MVHC are again unallotted this December, it would mark the third cut in one year for cities. However, an unallotment in December is not likely to address the entire \$1.2 billion deficit, which would leave at least part of the task to legislators when they convene next February. For cities, the question might be whether LGA and MVHC might be cut later this month and then again in July and December 2010.

Should a December unallotment occur, cities and counties would have the option to replace the loss by recertifying their 2010 property tax levy. However, given the state of the economy, many city officials have indicated that tax increases are not a viable option.

At this point, we only know that a variety of unallotment scenarios are being developed by the administration, possibly including a scenario where the December payments are delayed, presumably until sometime in 2010. Unfortunately, at this point, we have not been able to determine the likely magnitude of a possible December unallotment. Just one year ago, the November 2008 state budget forecast predicted a \$426 million deficit for the balance of the 2008-2009 biennium, roughly one-third the size of the current deficit. The governor balanced that deficit by unallotting \$66 million in city LGA and MVHC appropriations. Then again this past February, the budget forecast for the 2010-2011 biennium projected a \$4.6 billion deficit for the 2010-2011 biennium, which ultimately resulted in \$192 million in cuts to city LGA and MVHC distributions for the calendar year 2009 and 2010 distributions.

On Friday morning, the League and other city organizations will be meeting with Department of Revenue Commissioner Ward Einess to discuss the deficit and the direction the administration might be headed on unallotment. We will provide updates over the coming days.

For more information, contact **Gary Carlson**, LMC, at gcarlson@lmc.org or (651) 281-1255.

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CITIES BULLETIN

ONLINE EDITION

Focus on New Laws: New requirements for city streets

Issue 34

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By Jeanette Behr and Rachel Carlson

During the 2009 legislative session, several new laws related to city streets were passed. These laws may require your city to reevaluate some policies and procedures, particularly in areas related to street construction or repair.

Business liaison requirement

Minnesota Statutes, section 160.165 now requires cities to take certain steps to mitigate construction impacts on local businesses when they work to maintain, construct, reconstruct, or improve a street. Before beginning street work, cities must identify whether the project is anticipated to cause “substantial business impacts.” A substantial business impact is defined as the impairment of road access, parking, or visibility for one or more business establishments *for a minimum period of one month* as a result of a project.

If the city determines that a project will have a substantial business impact, the city must designate an individual to serve as business liaison between the city and affected businesses. The liaison is responsible for consulting with affected businesses before and during construction to investigate ways to mitigate project impacts to businesses. The mitigation considered must include signage. The business liaison must also provide information to businesses before and during construction concerning project duration and timetables, lane and road closures, detours, access impacts, customer parking impacts, visibility, noise, dust, vibration, and public participation opportunities.

The same statute applies to county and Minnesota Department of Transportation (MnDOT) road projects. As a result, if the county or MnDOT has a road construction project within city limits, the city could potentially request that the county or state consider providing a business liaison to city businesses.

Clarification of cartway procedures

During the 2006 legislative session, cities were granted authority to create cartways for the first time. Unfortunately, the legislation did not describe any procedures for cities to follow in establishing cartways. Minnesota Statutes, section 164.07 now provides a procedure for cities that includes a hearing and notice to affected landowners, mandatory language explaining rights of appeal, and guidance on award of damages. The new procedures are substantially similar to the process currently used by Minnesota townships.

Mini-trucks on city streets

Previous legislation allowing cities to permit golf carts on city streets was expanded to include mini-trucks. Under Minnesota Statutes, section 169.045, cities may, but are not required to, issue permits as spelled out in a local ordinance so residents may operate mini-trucks on designated roadways under city jurisdiction.

Minnesota Statutes, section 169.01, subdivision 40a defines a mini-truck as a motor vehicle that has four wheels; is propelled by an electric motor or an internal combustion engine with an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including having a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety

standards.

- To operate legally on public roadways, a mini-truck must have:
- At least two headlamps.
- At least two tail lamps.
- Front and rear turn-signal lamps.
- An exterior mirror mounted on the driver's side of the vehicle.
- Either an interior mirror or an exterior mirror mounted on the passenger's side of the vehicle.
- A windshield.
- A seat belt for the driver and front passenger.
- A parking brake.

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