

**City Council Meeting**  
**Wednesday, January 2, 2008**  
**City Council Chambers**  
**7:30 p.m.**  
**AGENDA**

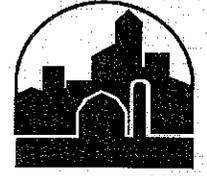


Call to Order  
Pledge of Allegiance

1. Appointment of City Administrator and Assistant City Administrator
2. Approval of Minutes
  - Council Minutes – December 18, 2007
3. Appointment of Street Superintendent
4. Appointment of City Attorney and Assistant City Attorney
5. Designation of Financial Institutions
6. Designation of Official Newspaper
7. 2008 Mayor Appointments and Reappointments
8. Department Heads
9. Regular Bills
10. Contractor Bill
  - 2007 Seal Coat Project – Morris Sealcoat & Trucking - \$1,997.24
11. Unfinished Business
12. New Business
13. Council Concerns
14. Adjourn



# MEMORANDUM



CITY OF WINDOM  
444 9th Street  
P. O. Box 38  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127

**TO:** City Council  
**FROM:** City Administrator *cdw*  
**DATE:** December 28, 2007  
**RE:** **2008 Appointments and Designations**

The first City Council meeting of the year is typically an organizational meeting. As such, there are numerous appointments to Boards, Commissions and Council committees. Additionally, appointments for City officers and designations are also made at this time.

To assist the City Council with these tasks the following is a listing of the current City officers and official designations of Financial Institutions and Newspaper.

**City Administrator\Clerk and Assistant City Administrator\Clerk**  
City Administrator – Steve Nasby  
Assistant City Administrator – Brigitte Olson

**Street Superintendent**  
Bruce Caldwell

**City Attorney and Assistant City Attorney**  
City Attorney – Dan McDonald  
Assistant City Attorney – Ron Schramel

**Financial Institutions**  
Bank of The West  
Bank Midwest  
United Prairie Bank

**Official Newspaper**  
Cottonwood County Citizen

**Council Meeting  
Windom Community Center  
December 18, 2007  
7:30 p.m.**

1. Call to Order: The meeting was called to order by Mayor Riordan at 7:30 p.m.

2. Roll Call: Mayor: Tom Riordan

Council Members: Jean Fast, Kirby Kruse, Bob Messer and  
Bradley Powers and JoAnn Ray

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Brigitte  
Olson, Assistant City Administrator; Aaron  
Backman, EDA Director; Jim Kartes,  
Building Official; Al Baloun, Recreation  
Director and Denise Nichols, Finance &  
Information

3. Pledge of Allegiance

4. Minutes – December 4, 2007:

**Motion by Ray second by Messer, to approve the December 4, 2007 minutes.  
Motion carried 5 – 0.**

5. Consent Agenda:

**Motion by Powers, second by Fast, to approve the Consent Agenda items.  
Motion carried 5 – 0.**

6. License Applications:

Messer requested that the Liquor license applications be voted upon separately.

*Liquor License Applications*

**Motion by Kruse, second by Ray, to approve the Liquor License for the  
Eagles Club. Motion carried 5 – 0.**

**Motion by Fast, second by Kruse, to approve the Liquor License for the Phat  
Pheasant\Jack Slades. Motion carried 5 – 0.**

**Motion by Messer, second by Ray, to approve the Liquor License for the Windom Country Club. Motion carried 5 – 0.**

**Motion by Ray, second by Powers, to approve the Liquor License for the Sun Bowl. Motion carried 5 – 0.**

**Motion by Fast, second by Kruse, to approve the Liquor License for the China Restaurant. Motion carried 5 – 0.**

**Motion by Messer, second by Kruse, to approve the Liquor License for the Windom Community Center. Motion carried 5 – 0.**

*Cigarette License Applications*

**Motion by Kruse, second by Ray, to approve the Cigarette Licenses for Amoco, Casey's, Country Pride, Erickson, Sunshine Foods, Tri-State Petro, Hy-Vee, RiverBend Liquor, Center Stop, Windom Golf Club, Vet's Whoa n' Go, and El Rincon Latina. Motion carried 5 – 0.**

*Game of Skill License Applications*

**Motion by Messer, second by Powers, to approve the Game of Skill Licenses for the Phat Pheasant, Godfathers and C & N Sales for the Sun Bowl. Motion carried 5 – 0.**

*Theatre License Application*

**Motion by Powers, second by Messer, to approve the Theatre License for Windom State Theatre. Motion carried 5 – 0.**

7. Planning Commission – Variance Recommendations:

2350 18<sup>th</sup> Avenue – Reduction of Set-back

Kartes said that the applicant is proposing to construct an addition to the garage and has requested a reduction in the set-back. The Planning and Zoning Commission is recommending approval of this request.

**Motion by Messer, second by Kruse, to approve the variance for a reduction in the set-back at 2350 18<sup>th</sup> Avenue. Motion carried 5 – 0.**

590 410<sup>th</sup> Street – Approval of Signage

Kartes said that the applicant has requested the placement of a sign that is larger than what is allowed. The proposed sign would be 10 feet by 24 feet. The sign is located at the North Windom Industrial Park and would be placed approximately

200 feet north of the intersection of County Road 15 and Highway 71. The Planning and Zoning Commission is recommending approval of this request.

**Motion by Kruse, second by Ray, to approve the variance for oversized signage at 590 410<sup>th</sup> Street. Motion carried 5 – 0.**

8. 2008 City of Windom Tax Levy:

Riordan said that the public hearing was held and the proposed tax levy for 2008 is \$1,405,943. Messer asked what percentage of increase is the proposed levy over 2007. Nasby said 9.08 percent.

**Council member Powers introduced the Resolution No. 2007-41, entitled “A RESOLUTION APPROVING 2007 TAX LEVY, COLLECTABLE IN 2008” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Ray, Kruse, Powers, Fast and Messer. Nay: none. Absent: none. Resolution passed 5-0.**

9. 2008 City of Windom Budget:

Riordan said that the proposed budget was discussed at the last meeting and the public hearing held.

**Motion by Fast, seconded by Messer, to approve the 2008 City of Windom Budget as proposed. Motion carried 5 – 0.**

10. Designation of General Fund Balance:

Riordan noted that this action designates unspent funds from the prior year to be designated to the General Fund.

**Council member Messer introduced the Resolution No. 2007-42, entitled “A RESOLUTION DESIGNATING GENERAL FUND BALANCE” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Messer, Fast, Powers, Kruse and Ray. Nay: none. Absent: none. Resolution passed 5-0.**

11. Arena – Rate Adjustments:

Riordan said that these fee adjustments were presented at the December 4 Council meeting; however, the prior resolution had been missing some of the changes. The resolution in the packet included all of the changes.

**Council member Kruse introduced the Resolution No. 2007-43, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR THE ARENA FUND” and moved its adoption. The resolution was seconded**

**by Ray and on roll call vote: Aye: Powers, Fast, Ray, Messer and Kruse.  
Nay: none. Absent: none. Resolution passed 5-0.**

12. Authorization for the Disposition of UHF Tower:

Nasby said that the City Council had previously voted to demolish the UHF tower due to its condition and obsolescence. The City was contacted by Minnesota Valley Television, Inc. (MVTV) about the possibility of purchasing the tower. Nasby said that MVTV was willing to pay \$5,000 for the UHF tower, carry liability insurance, lease the tower property and provide maintenance. MVTV would also be transferring the current City licenses for the “off-air” channels. Three actions are necessary, which include severing the tower from the real property, selling the tower and then entering into a lease for access and use of the land.

**Motion by Messer, seconded by Fast, to approve the severance agreement.  
Motion carried 5 – 0.**

**Motion by Fast, seconded by Messer, to approve the bill of sale for  
disposition of the UHF tower. Motion carried 5 – 0.**

**Motion by Ray, seconded by Fast, to approve the lease agreement between  
the City and MVTV. Motion carried 5 – 0.**

13. Windom Community Center – Meal Site Lease Agreement:

**Motion by Fast, seconded by Kruse, to approve the lease agreement between  
the City and Lutheran Social Services for the meal site. Motion carried 5 – 0.**

Fast noted that this is the second year for Lutheran Social Services being the provider for the senior dining program. She indicated that the comments about the program and providers have been positive. Nasby concurred that the operation has been going well.

14. Regular Bills:

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

15. Unfinished Business:

None.

16. New Business:

None.

Preliminary

17. Council Concerns:

Ray, Kruse, Fast, Messer and Riordan wished the citizens of Windom a Merry Christmas and Happy New Year.

18. Adjourn:

**Motion by Powers, seconded by Ray, to adjourn. Motion carried 5 – 0.**

Meeting adjourned at 7:48 p.m.

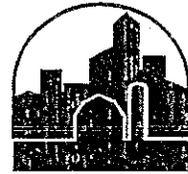
The Mayor's Medals of Honor program followed the City Council meeting at the Windom Community Center.

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Tom Riordan, Mayor

Attest: \_\_\_\_\_  
Steve Nasby, City Administrator

# MEMORANDUM



CITY OF WINDOM  
444 9th Street  
P. O. Box 38  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127

**TO:** City Council  
**FROM:** Mayor Riordan  
**DATE:** December 28, 2007  
**RE:** Appointments to Citizen Boards and Commissions

The following citizens have agreed to serve on the City of Windom's advisory boards and commissions.

<u>Board\Commission</u>	<u>Name</u>	<u>Appointment or Re-appointment</u>
Economic Development Authority	Trevor Slette	Re-appointment
Park & Recreation	Terry Fredin	Re-appointment
Planning & Zoning	Renee Giefer	Re-appointment
Planning & Zoning	Tim Hacker	Re-appointment
Utility	Keith Bloomgren	Re-appointment

At this time I am continuing to work to fill positions. As such, I may have additional names to consider for appointment on January 2, 2008.

## Positions to be Filled

Housing & Redevelopment Authority	2 positions
Library	3 positions
Multi-Purpose	2 positions
Telecommunications	1 position

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	BERNICE AMUNDSON	COOKIES - MAYOR'S MEDAL	45.50
	Total for Department 101		45.50*
CITY OFFICE	DENISE NICHOLS	SUPPLIES	21.27
CITY OFFICE	PITNEY BOWES	POSTAGE METER	59.50
	Total for Department 103		80.77*
P & Z / BUILDING OFF	MIDWEST WIRELESS	TELEPHONE	21.57
P & Z / BUILDING OFF	PITNEY BOWES	POSTAGE METER	59.50
	Total for Department 106		81.07*
CITY HALL	MN ENERGY RESOURCES	HEATING	1,355.63
	Total for Department 115		1,355.63*
POLICE	MN D.A.R.E INC.	REGISTRATION	185.00
POLICE	MN WEST COLLEGE - GR	REGISTRATION	275.00
POLICE	PITNEY BOWES	POSTAGE METER	59.50
POLICE	STREICHER'S	EQUIPMENT	1,494.72
POLICE	TRAVEL MANAGEMENT	LEASE CAR	2,430.00
POLICE	UNICEL	TELEPHONE	289.87
POLICE	CARQUEST AUTO PARTS	MAINTENANCE	6.68
	Total for Department 120		4,740.77*
FIRE DEPARTMENT	EMERGENCY APPARATUS	MAINTENANCE	3,185.36
	Total for Department 125		3,185.36*
STREET	M&G DISTRIBUTORS	MAINTENANCE	101.18
STREET	MN ENERGY RESOURCES	HEATING	1,221.05
STREET	PITNEY BOWES	POSTAGE METER	59.50
STREET	CARQUEST AUTO PARTS	MAINTENANCE	90.47
STREET	ST JAMES AUTO SALVAG	MAINTENANCE	106.50
	Total for Department 140		1,578.70*
	Total for Fund 01		11,067.80*
LIBRARY	MN ENERGY RESOURCES	HEATING	924.46
	Total for Department 171		924.46*
	Total for Fund 03		924.46*
AMBULANCE	TIM HACKER	EXPENSE	5.68
AMBULANCE	KIM POWERS	EXPENSE	17.97
	Total for Department 176		23.65*
	Total for Fund 13		23.65*
MULTI-PURPOSE BUILDI	CREATIVE DESIGN	EMBROIDERING	115.00
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	1,906.14
	Total for Department 177		2,021.14*
	Total for Fund 14		2,021.14*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	3,054.90
LIQUOR	CADBURY SCHWEPPE'S BO	MERCHANDISE	63.36
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	1,786.55
LIQUOR	FIELDSTONE VINEYARDS	MERCHANDISE	392.22
LIQUOR	GRIGGS COOPER	MERCHANDISE	2,011.41
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	5,350.30
LIQUOR	JOHNSON BROS.	MERCHANDISE	2,112.20
LIQUOR	MN ENERGY RESOURCES	HEATING	379.49
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	6,722.64
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	11,602.16
LIQUOR	WINE MERCHANTS	MERCHANDISE	273.00
	Total for Department 180		33,748.23*
	Total for Fund 60		33,748.23*
WATER	H P SUDS	BILLING CONTRACT SERVICE	185.58
WATER	MIDWEST DATA, INC	UTILITY BILL CONVERSION	1,978.09
WATER	MIDWEST DATA, INC	UTILITY CONVERSION - WAN	15.27
WATER	MN ENERGY RESOURCES	HEATING	680.36
WATER	PITNEY BOWES	1/4 PAYMENT-MAILER/INSER	576.40
WATER	PITNEY BOWES	POSTAGE METER	59.50
WATER	CARQUEST AUTO PARTS	MAINTENANCE	122.74
	Total for Department 181		3,617.94*
	Total for Fund 61		3,617.94*
ELECTRIC	CENTRAL MINNESOTA MU	POWER COST	212,053.38
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	185.59
ELECTRIC	MIDWEST DATA, INC	UTILITY BILL CONVERSION	1,978.09
ELECTRIC	MIDWEST DATA, INC	UTILITY CONVERSION - WAN	15.27
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	104.96
ELECTRIC	MN ENERGY RESOURCES	HEATING	290.47
ELECTRIC	PITNEY BOWES	1/4 PAYMENT-MAILER/INSER	576.40
ELECTRIC	PITNEY BOWES	POSTAGE METER	59.50
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	1.57
ELECTRIC	JANELLE HAAS	ENERGY REBATE	100.00
	Total for Department 182		215,365.23*
	Total for Fund 62		215,365.23*
SEWER	H P SUDS	BILLING CONTRACT SERVICE	185.59
SEWER	MIDWEST DATA, INC	UTILITY BILL CONVERSION	1,978.09
SEWER	MIDWEST DATA, INC	UTILITY CONVERSION - WAN	15.27
SEWER	MN POLLUTION CONTROL	REGISTRATION	540.00
SEWER	QUEST	TELEPHONE	136.32
SEWER	MN ENERGY RESOURCES	HEATING	1,293.37
SEWER	PITNEY BOWES	1/4 PAYMENT-MAILER/INSER	576.40
SEWER	PITNEY BOWES	POSTAGE METER	59.50
	Total for Department 183		4,784.54*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 63			4,784.54*
ARENA	AL BALOUN	EXPENSE	38.31
ARENA	MIDWEST WIRELESS	TELEPHONE	42.96
ARENA	PITNEY BOWES	POSTAGE METER	59.50
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	301.77
Total for Department 184			442.54*
Total for Fund 64			442.54*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	31.04
ECONOMIC DEVELOPMENT	MIDWEST WIRELESS	TELEPHONE	47.07
ECONOMIC DEVELOPMENT	STEVE NASBY	EXPENSE	31.04
ECONOMIC DEVELOPMENT	MN ENERGY RESOURCES	HEATING	233.54
ECONOMIC DEVELOPMENT	PITNEY BOWES	POSTAGE METER	59.50
ECONOMIC DEVELOPMENT	LAMAR COMPANIES	SIGN	325.00
Total for Department 187			727.19*
Total for Fund 67			727.19*
TELECOMMUNICATIONS	EHLERS & ASSOC., INC	SERVICE	200.00
TELECOMMUNICATIONS	FIBER INSTRUMENT SAL	MAINTENANCE	890.43
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	556.74
TELECOMMUNICATIONS	MIDWEST DATA, INC	CABS PROCESSING	651.46
TELECOMMUNICATIONS	MIDWEST DATA, INC	UTILITY BILL CONVERSION	5,934.30
TELECOMMUNICATIONS	MIDWEST DATA, INC	UTILITY CONVERSION - WAN	45.78
TELECOMMUNICATIONS	CALIX	MAINTENANCE	260.76
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	170.53
TELECOMMUNICATIONS	PITNEY BOWES	1/4 PAYMENT-MAILER/INSER	1,152.80
TELECOMMUNICATIONS	PITNEY BOWES	POSTAGE METER	59.50
TELECOMMUNICATIONS	RWB ADVERTISING	ADVERTISING	208.00
Total for Department 199			10,130.30*
Total for Fund 69			10,130.30*
AFLAC		INSURANCE	457.38
JOHNSON COUNTY COURT		PAYROLL DEDUCTION #CDDM0	1,302.00
MN BENEFIT ASSOCIATI		INSURANCE	96.18
Total for Department			1,855.56*
Total for Fund 70			1,855.56*
Grand Total			284,708.58*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	WINDOM BAKERY	EXPENSE-MAYORS MEDAL	15.00
	Total for Department 101		15.00*
CITY OFFICE	DAN'S OFFICE SUPPLY	SUPPLIES	95.49
CITY OFFICE	PAMIDA	SUPPLIES	18.09
CITY OFFICE	SECR REV FUND/CITY O	EXPENSE	7.59
	Total for Department 103		121.17*
P & Z / BUILDING OFF	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	58.21
	Total for Department 106		58.21*
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	594.88
POLICE	SECR REV FUND/CITY O	POSTAGE	4.60
	Total for Department 120		599.48*
STREET	COTTONWOOD COUNTY LA	GARBAGE	10.00
STREET	FOX BROTHERS	TRUCK	189.97
STREBT	WINDOM AUTO VALU	MAINTENANCE	107.82
STREBT	KRUEGER BODY SHOP	MAINTENANCE	45.00
STREET	RUNNING'S SUPPLY	MAINTENANCE	646.09
	Total for Department 140		998.88*
PARKS	COLE PAPER INC.	SUPPLIES	462.61
PARKS	MTI DISTRIBUTING COM	SUPPLIES	126.42
	Total for Department 165		589.03*
	Total for Fund 01		2,381.77*
AMBULANCE	ELECTRIC FUND	MAINTENANCE	73.60
AMBULANCE	EMERGENCY MEDICAL PR	SUPPLIES	914.08
AMBULANCE	MN AMBULANCE ASSOC	MAINTENANCE	275.00
AMBULANCE	BRAD POWERS	CLOTHING	150.00
AMBULANCE	ZOLL MEDICAL CORPORA	SUPPLIES	81.79
	Total for Department 176		1,494.47*
	Total for Fund 13		1,494.47*
MULTI-PURPOSE BUILDI	J. H. LARSON	MAINTENANCE	363.80
MULTI-PURPOSE BUILDI	RUNNING'S SUPPLY	MAINTENANCE	18.06
	Total for Department 177		381.86*
	Total for Fund 14		381.86*
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.41
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	3,950.30
LIQUOR	BRAU BROTHERS BREWIN	MERCHANDISE	24.00
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	2,563.90
LIQUOR	GRIGGS COOPER	MERCHANDISE	649.80
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	11,438.80
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	609.61
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,203.16

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	PEPSIAMERICAS	MERCHANDISE	130.50
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	158.15
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	1,346.20
	Total for Department 180		22,113.83*
	Total for Fund 60		22,113.83*
WATER	HAWKINS, INC	CHEMICALS	87.60
WATER	HACH COMPANY	SUPPLIES	3,258.10
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	130.64
	Total for Department 181		3,476.34*
	Total for Fund 61		3,476.34*
	SECR REV FUND/CITY O REFUND - UTILITY PREPAYM		375.00
	WERNER ELECTRIC	MAINTENANCE	127.68
	Total for Department		502.68*
ELECTRIC	CENTRAL MINNESOTA MU	ENERGY DEVELOPMENT	1,667.36
ELECTRIC	DAKOTA SUPPLY GROUP	MAINTENANCE	317.21
ELECTRIC	MARV GRUNIG	EXPENSE	70.81
ELECTRIC	MISSOURI RIVER ENERG	ENERGY COST SHARE WITH T	572.14
ELECTRIC	RAILROAD MANAGEMENT	WR-RENT, PRESET	7,047.26
ELECTRIC	SECR REV FUND/CITY O	POSTAGE	5.29
ELECTRIC	SEH	SERVICE	6,667.47
ELECTRIC	SKARSHAUG TESTING LA	TESTING SUPPLIES	224.98
ELECTRIC	WERNER ELECTRIC	MAINTENANCE	766.17
ELECTRIC	TERRY BURMEISTER	ENERGY REBATE	350.00
ELECTRIC	LANCE DEFRIES	ENERGY REBATE	100.00
ELECTRIC	TRAVIS FRIWOLD	ENERGY REBATE	100.00
ELECTRIC	CHRIS HARTBERG	ENERGY REBATE	275.00
ELECTRIC	AMY HENRY	ENERGY REBATE	100.00
ELECTRIC	BRANDAN KNAPPER	ENERGY REBATE	350.00
ELECTRIC	JOEL LUITJENS	ENERGY REBATE	100.00
ELECTRIC	HAZEL MOON	ENERGY REBATE	100.00
ELECTRIC	STEVE NORBY	ENERGY REBATE	100.00
ELECTRIC	CARRIE PETERSON	ENERGY REBATE	100.00
ELECTRIC	DARYL TASLER	ENERGY REBATE	100.00
ELECTRIC	JERRY TORKELSON	ENERGY REBATE	100.00
	Total for Department 182		19,213.69*
	Total for Fund 62		19,716.37*
SEWER	MN VALLEY TESTING	TESTING	1,202.90
SEWER	USA BLUE BOOK	MAINTENANCE	157.20
	Total for Department 183		1,360.10*
	Total for Fund 63		1,360.10*
ARENA	AMERIPRIDE LINEN CO	SERVICE	65.18

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	FERRELLGAS	GAS	218.86
ARENA	A H HERMEL CANDY & T	MERCHANDISE	78.24
ARENA	MN ENERGY RESOURCES	HEATING	343.35
ARENA	RON'S ELECTRIC	MAINTENANCE	86.84
ARENA	RUNNING'S SUPPLY	MAINTENANCE	3.93
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	1,304.08
ARENA	WORTHINGTON GLASS	MAINTENANCE	307.36
	Total for Department 184		2,407.84*
	Total for Fund 64		2,407.84*
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE, P.A	PROFESSIONAL SERVICE	60.00
ECONOMIC DEVELOPMENT	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	58.21
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	EXPENSE	6.00
	Total for Department 187		124.21*
	Total for Fund 67		124.21*
	SECR REV FUND/CITY O	REFUND - CONVERTER DEPOS	15.00
	Total for Department		15.00*
TELECOMMUNICATIONS	SECR REV FUND/CITY O	EXPENSE	4.50
TELECOMMUNICATIONS	SECR REV FUND/CITY O	POSTAGE	16.25
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	19.07
	Total for Department 199		39.82*
	Total for Fund 69		54.82*
AFSCME		UNION DUES	214.50
LOCAL UNION #949		UNION DUES	1,504.78
	Total for Department		1,719.28*
	Total for Fund 70		1,719.28*
	Grand Total		55,230.89*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	52.95
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	80.00
CITY OFFICE	PAMIDA	SUPPLIES	10.64
CITY OFFICE	QUILL CORP	SUPPLIES	162.96
CITY OFFICE	SELECTACCOUNT	PARTICIPANT FEE	168.36
	Total for Department 103		474.91*
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
P & Z / BUILDING OFF	MARY HENSEN	SUPPLIES	64.88
	Total for Department 106		88.88*
POLICE	MN NCPERS LIFE INSUR	INSURANCE	144.00
	Total for Department 120		144.00*
FIRE DEPARTMENT	WINDOM AUTO VALU	MAINTENANCE	46.84
FIRE DEPARTMENT	LUCAN COMMUNITY TV I	MAINTENANCE	62.84
FIRE DEPARTMENT	MN WEST COLLEGE - CA	TRAINING	95.00
FIRE DEPARTMENT	MUNICIPAL EMERGENCY	SERVICE	880.00
	Total for Department 125		1,084.68*
STREET	WINDOM AUTO VALU	MAINTENANCE	458.00
STREET	MN NCPERS LIFE INSUR	INSURANCE	89.00
	Total for Department 140		547.00*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.45
RECREATION	MN RECREATION & PARK	DUES	75.00
	Total for Department 150		101.45*
PARKS	MN NCPERS LIFE INSUR	INSURANCE	32.00
	Total for Department 165		32.00*
	Total for Fund 01		2,472.92*
	BANK MIDWEST	TO SAVINGS	700,000.00
	Total for Department		700,000.00*
	Total for Fund 02		700,000.00*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.45
POOL	MN RECREATION & PARK	DUES	75.00
	Total for Department 175		101.45*
	Total for Fund 12		101.45*
	ARROW MANUFACTURING	AMBULANCE 2008 CHASSIS	76,367.37
	Total for Department		76,367.37*
AMBULANCE	WINDOM AUTO VALU	MAINTENANCE	17.47
	Total for Department 176		17.47*
	Total for Fund 13		76,384.84*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.45
MULTI-PURPOSE BUILDI	CITY OF WINDOM	LIQUOR LICENSE	100.00
MULTI-PURPOSE BUILDI	MN NCPERS LIFE INSUR	INSURANCE	48.00
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	175.88
	Total for Department 177		350.33*
	Total for Fund 14		350.33*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.45
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	175.00
LIQUOR	GRIGGS COOPER	MERCHANDISE	4,438.04
LIQUOR	MN NCPERS LIFE INSUR	INSURANCE	28.00
	Total for Department 180		4,667.49*
	Total for Fund 60		4,667.49*
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	111.61
WATER	H P SUDS	BILLING CONTRACT SERVICE	266.33
WATER	LUCAN COMMUNITY TV I	MAINTENANCE	60.00
WATER	MN NCPERS LIFE INSUR	INSURANCE	40.00
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	130.64
	Total for Department 181		608.58*
	Total for Fund 61		608.58*
	BURMEISTER ELECTRIC	MAINTENANCE	365.92
	Total for Department		365.92*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.50
ELECTRIC	DHL EXPRESS	FREIGHT	25.41
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	266.34
ELECTRIC	MIDWEST WIRELESS	TELEPHONE	89.45
ELECTRIC	MN NCPERS LIFE INSUR	INSURANCE	89.00
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	396.93
ELECTRIC	WERNER ELECTRIC	MAINTENANCE	175.78
ELECTRIC	BANK MIDWEST	ACH RETURNED CHECKS	3,110.58
	Total for Department 182		4,179.99*
	Total for Fund 62		4,545.91*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	52.91
SEWER	H P SUDS	BILLING CONTRACT SERVICE	266.34
SEWER	WINDOM AUTO VALU	MAINTENANCE	62.60
SEWER	MN NCPERS LIFE INSUR	INSURANCE	72.00
	Total for Department 183		453.85*
	Total for Fund 63		453.85*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.45
ARENA	WINDOM AUTO VALU	MAINTENANCE	37.41

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	MN ICE ARENA MANAGER DUES		125.00
ARENA	MN RECREATION & PARK DUES		75.00
ARENA	MN NCPERS LIFE INSUR INSURANCE		25.00
ARENA	SCHWALBACH HARDWARE MAINTENANCE		74.97
	Total for Department 184		363.83*
	Total for Fund 64		363.83*
ECONOMIC DEVELOPMENT	MN NCPERS LIFE INSUR INSURANCE		24.00
ECONOMIC DEVELOPMENT	MARY HENSEN SUPPLIES		64.87
	Total for Department 187		88.87*
	Total for Fund 67		88.87*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP MAINTENANCE CONTRACT		79.35
TELECOMMUNICATIONS	H P SUDS BILLING CONTRACT SERVICE		798.99
TELECOMMUNICATIONS	MN NCPERS LIFE INSUR INSURANCE		80.00
TELECOMMUNICATIONS	QUEST TELEPHONE		98.14
TELECOMMUNICATIONS	QWEST LEXIS BILLING SERVICE		121.91
	Total for Department 199		1,178.39*
	Total for Fund 69		1,178.39*
	MN NCPERS LIFE INSUR INSURANCE		32.00
	Total for Department		32.00*
	Total for Fund 70		32.00*
	Grand Total		791,248.46*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

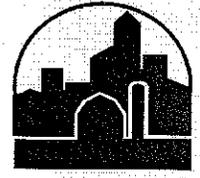
Department	Vendor Name	Description	Amount
	BANK MIDWEST	TO SAVINGS	700,000.00
		Total for Department	700,000.00*
		Total for Fund 02	700,000.00*
ELECTRIC	BANK MIDWEST	ACH RETURNED CHECKS	3,110.58
		Total for Department 182	3,110.58*
		Total for Fund 62	3,110.58*
		Grand Total	703,110.58*

FAX 507-831-5271

USDA-FmHA Form FmHA 1924-18 <b>PARTIAL PAYMENT ESTIMATE</b>		CONTRACT NO. 045-17 <b>PARTIAL PAYMENT ESTIMATE FINAL</b> PAGE 1 OF 2		
OWNER: CITY OF WINDOM 2007 SEAL COAT		CONTRACTOR: MORRIS SEAL & TRUCK, INC MORRIS, MN	PERIOD OF ESTIMATE FROM 6/2007 TO 8/11/2007	
<b>CONTRACT CHANGE ORDER SUMMARY</b>			<b>ESTIMATE</b>	
NO.	FmHA Approval Date	Amount Additions	Deductions	1. Original Contract..... \$48,628.00 2. Change Orders..... \$0.00 3. Revised Contract (1+2)..... \$48,628.00  4. Work Completed*..... \$39,844.72 5. Stored Materials*..... \$39,844.72 6. Subtotal (4+5).....  7. Retainage*..... \$0.00 8. Previous Payments..... \$37,947.48 9. Amount Due (6-7-8)..... \$1,987.24
TOTALS		\$0.00	\$0.00	
NET CHANGE		\$0.00		
				* Detailed breakdown attachment
		<b>CONTRACT TIME</b>		
Original (days)		On Schedule <input type="checkbox"/> Yes	Starting Date	
Revised		On Schedule <input type="checkbox"/> No	Projected Completion	
Remaining				
<b>CONTRACTOR'S CERTIFICATION:</b>  The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work which previous payment estimates was issued and payment received from the owner, and that current payment shown herein is now due.  MORRIS SEALCOAT AND TRUCKING, INC MORRIS, MN By: <u>Richard J. Piro</u> Date: <u>12-27-07</u>		<b>ARCHITECT OR ENGINEER'S CERTIFICATION:</b>  The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.  Architect or Engineer: <u>WENCK ASSOCIATES</u> By: <u>[Signature]</u> Date: <u>12/28/07</u>		
<b>APPROVED BY OWNER</b>  Owner: <u>CITY OF WINDOM</u>  By: _____ Date: _____		<b>ACCEPTED BY FmHA:</b>  The review and acceptance of this estimate by FmHA does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.  By: _____ Date: _____		

2007 SEAL COAT WINDOW, MINNESOTA 56101														
PAY REQUEST FINAL														
CONTRACT												TOTAL TO DATE		
ITEM	APPROX. QUANTITY	UNIT	UNIT COST	AMOUNT	THIS PERIOD QUANTITY	AMOUNT	PREVIOUS QUANTITY	AMOUNT	THIS PERIOD QUANTITY	AMOUNT	PREVIOUS QUANTITY	AMOUNT	TOTAL TO DATE QUANTITY	AMOUNT
BITUMINOUS MATERIAL	13000	GAL.	\$ 2.38	\$ 30,940.00	0	\$ -	11160	\$ 26,560.80	0	\$ -	11160	\$ 26,560.80	11160	\$ 26,560.80
RED ROCK	600	TON	\$ 29.48	\$ 17,688.00	0	\$ -	454	\$ 13,383.92	0	\$ -	454	\$ 13,383.92	454	\$ 13,383.92
TOTAL				\$ 48,628.00		\$ -		\$ 39,944.72		\$ -		\$ 39,944.72		\$ 39,944.72

# MEMORANDUM



CITY OF WINDOM  
444 9th Street  
P. O. Box 38  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127

**TO:** City Council  
**FROM:** City Administrator   
**DATE:** December 28, 2007  
**RE:** Windom Pride – Spring Clean-up

For your information, City staff has worked with Waste Management to plan for the annual spring clean-up. The dates we have tentatively reserved are May 10 and May 17.

In addition, Eagle Recycling has been contacted to provide recycling services for electronics and appliances. This recycling service will be the same as last year, on a fee per item basis, for those households choosing to participate.

# 2008

## Windom City Council Meeting Schedule

<u>Date</u>	<u>Time</u>	<u>Location</u>
January 2, 2008	7:30 p.m.	City Council Chambers, City Hall
January 15, 2008	7:30 p.m.	City Council Chambers, City Hall
February 5, 2008	7:30 p.m.	City Council Chambers, City Hall
February 19, 2008	7:30 p.m.	City Council Chambers, City Hall
March 4, 2008	7:30 p.m.	City Council Chambers, City Hall
March 18, 2008	7:30 p.m.	City Council Chambers, City Hall
April 1, 2008	7:30 p.m.	City Council Chambers, City Hall
April 15, 2008	7:30 p.m.	City Council Chambers, City Hall
May 6, 2008	7:30 p.m.	City Council Chambers, City Hall
May 20, 2008	7:30 p.m.	City Council Chambers, City Hall
June 3, 2008	7:30 p.m.	City Council Chambers, City Hall
June 17, 2008	7:30 p.m.	City Council Chambers, City Hall
July 1, 2008	7:30 p.m.	City Council Chambers, City Hall
July 15, 2008	7:30 p.m.	City Council Chambers, City Hall
August 5, 2008	7:30 p.m.	City Council Chambers, City Hall
August 19, 2008	7:30 p.m.	City Council Chambers, City Hall
September 2, 2008	7:30 p.m.	City Council Chambers, City Hall
September 16, 2008	7:30 p.m.	City Council Chambers, City Hall
October 7, 2008	7:30 p.m.	City Council Chambers, City Hall
October 21, 2008	7:30 p.m.	City Council Chambers, City Hall
November 4, 2008	8:05 p.m.	City Council Chambers, City Hall
November 18, 2008	7:30 p.m.	City Council Chambers, City Hall
December 2, 2008	7:00 p.m.	City Council Chambers, City Hall
December 16, 2008	7:30 p.m.	Windom Community Center

*Please note: this schedule identifies all regular Windom City Council Meetings. Special meetings or public hearings may be in addition to this schedule. Both Regular and Special City Council Meetings will have a Meeting Agenda posted on the official bulletin board at City Hall.*

**Windom City Hall, 444 9<sup>th</sup> Street**  
**Windom Community Center, 1750 Cottonwood Lake Drive**

For additional information please contact the City Clerk's Office at 507.831.6129



Coalition of Greater Minnesota Cities

# CGMC in Brief

December 20, 2007

Contact: Sarah Kleppe  
651.225.8840

## CGMC Welcomes New Members

The CGMC is pleased to announce the addition of **Goodview, Plainview, and Hutchinson** as new member cities! Goodview and Hutchinson are previous members of the coalition, while Plainview has never been a member. We look forward to the contributions of all three cities to our legislative efforts.

## CGMC Meets With DEED Commissioner, Key Legislators

**Tim Flaherty and Holly Biron** met with **Department of Employment and Economic Development (DEED) Commissioner Dan McElroy** Dec. 10 to review the governor's Strategic Employment and Economic Development plan and offer feedback to the department. Flaherty & Hood staff will continue to work with DEED as the governor's legislation is developed.

Biron also met with staff from the office of **Rep. Tim Mahoney, DFL-St. Paul**, chair of the House Bioscience Committee. He will be instrumental in assembling the DFL economic development proposal for the 2008 legislative session.

Staff members from both DEED and Rep. Mahoney's office have been traveling throughout greater Minnesota to speak with local communities regarding economic development. Check the DEED website at [www.deed.state.mn.us/Community/assistance/seed/index.htm](http://www.deed.state.mn.us/Community/assistance/seed/index.htm) to see if a briefing is being held soon in your area or contact Holly at [hjbiron@flaherty-hood.com](mailto:hjbiron@flaherty-hood.com) for more information.

## MPCA Citizens' Board Approves New Rule For Phosphorus

The **Minnesota Pollution Control Agency's (MPCA) Citizens' Board** voted unanimously Tuesday to accept the agency's proposed changes to the phosphorus rule, despite their own recognition that the environmental benefits of the rule will go "unnoticed." **Steve Nyhus** testified in opposition to the proposed rule on behalf of the CGMC.

The new phosphorus rule applies a one-size-fits-all, one-milligram-per-liter phosphorus limit on all new or expanding wastewater treatment facilities, regardless of whether the limit is needed. The MPCA estimates that 35 communities will spend about \$134 million over the next five years complying with the new rule.

The rule will be formally adopted in early January. Because of CGMC's lobbying last session, it cannot be implemented until May 1.



## Legislative Panel Authorizes More MnDOT Spending

The eight legislators that make up the **Transportation Contingent Appropriations Group** voted to increase MnDOT's budget authority Dec. 10.

**Gov. Tim Pawlenty** had requested additional budget authority to prevent delay of 2008 road construction projects because of reconstruction of the I-35W Bridge. Gov. Pawlenty and **MnDOT Commissioner Carol Molnau** had asked the group to authorize \$85 million in additional transportation spending. The legislators authorized an additional \$30 million in budget authority to keep the 2008 construction schedule on track through March.

Molnau said MnDOT still will be forced to delay \$55 million in construction projects because the department cannot rely on the 2008 Legislature providing the additional revenue that is needed.

Please contact Holly Biron at [hjbiron@flaherty-hood.com](mailto:hjbiron@flaherty-hood.com) or 651.259.1924 for more information or to see the list of projects that may be delayed.

## 2009 Summer Conference Proposals Due Soon

The deadline for **northern Minnesota cities** interested in hosting the CGMC's 2009 Summer Conference is Jan. 1. It is a time for member cities to extend their hospitality to city officials from across the state.

If your city is interested in hosting the 2009 conference, please send in a proposal before the January deadline. Keep in mind that neighboring cities may co-host the conference (like Mankato, North Mankato, and New Ulm are doing for the 2008 conference). Please contact Sarah Kleppe at [skleppe@flaherty-hood.com](mailto:skleppe@flaherty-hood.com) with questions.

## CGMC Legislative Action Day – February 20, 2008

The CGMC's annual Legislative Action Day will be Wednesday, Feb. 20 in St. Paul. All member cities are encouraged to send at least one representative to meet with legislators. A detailed agenda will be released closer to the date, but there will likely be a meeting in the late morning to brief members on legislative issues and time for members to lobby legislators at the Capitol afterwards.

**Please book your hotel A.S.A.P.** as there is a hockey tournament at this time and rooms will fill up quickly. We have blocks of rooms set aside for members at the Best Western Kelly Inn and the Holiday Inn River Centre. The CGMC Calendar, [www.greatermncities.org/calendar.htm](http://www.greatermncities.org/calendar.htm), has room rate information and contact details for the hotels.

A Legislative Reception for legislators, staff, and city officials at Mancini's Char House will follow the afternoon lobbying.





CONNECTING & INNOVATING  
SINCE 1913

December 13, 2007

Dear City Official:

How often do you have a day where every choice you need to make for your city is a no-brainer, a day when every decision is simple, clear-cut, and everybody wins?

I'm guessing those days are few and far between. In city government, there aren't always clear lines or black and white answers to the ethical decisions you face on a daily basis.

To help you and your fellow city officials navigate tough, ethical dilemmas, the League of Minnesota Cities presents its **Leadership Conference for Experienced Officials—Building Public Confidence: Everyday Ethics for Minnesota Public Officials**.

This is a great opportunity for mayors, councilmembers, city managers, administrators, and clerks to delve into government ethics using real-life examples of unavoidable ethical dilemmas. And instead of just learning "rules" from presenters, you'll have the chance to arrive at ethical solutions on your own through interactive, values-based discussions with your peers—all of which will give your city team a firm foundation on which to build, strengthen, and maintain a culture of ethics.

This conference will also provide officials like you with the opportunity to help the League of Minnesota Cities develop an ethics pilot program for cities. Please let us know if this sounds like something you'd be interested in volunteering for.

Plan for your whole team to attend this very important conference, Jan. 18-19, 2008 at the Hotel Sofitel in Bloomington. Online registration closes Jan. 11, so register today at [www.lmc.org](http://www.lmc.org).

Finally, as always, please let us know how we can best support you and your council as you face the challenges of city government.

Sincerely,

Jim Miller  
LMC Executive Director

## ***Building Public Confidence: Everyday Ethics for Minnesota Public Officials***

### **If ethics guide the way to good government, is it ethical to:**

- Expand your city hospital to better serve residents if doing so requires demolishing two historic structures critical to the identity of the community?
- Impose special assessments for needed street repairs knowing that seniors on fixed incomes might face significant hardship?
- Grant permission for a new big-box store that would add jobs and attract economic development if it means that local, family-owned businesses might go under?

Expert help with questions like these will be provided by Judy Nadler—former mayor of Santa Clara, CA and senior fellow at the Markkula Center for Applied Ethics at Santa Clara University. She'll guide you in exploring the fundamentals of government ethics and learning ways to navigate a sea of tough, ethical dilemmas through interactive exercises with your peers.

As you and your city team explore the concept of ethics, you will also develop a strong sense of camaraderie, gaining a firm foundation on which to build, strengthen, and maintain a culture of ethics.

Make plans today to attend this important conference. It's a decision that will serve you well, every day you serve your city.

**Register online anytime: [www.lmc.org](http://www.lmc.org)**

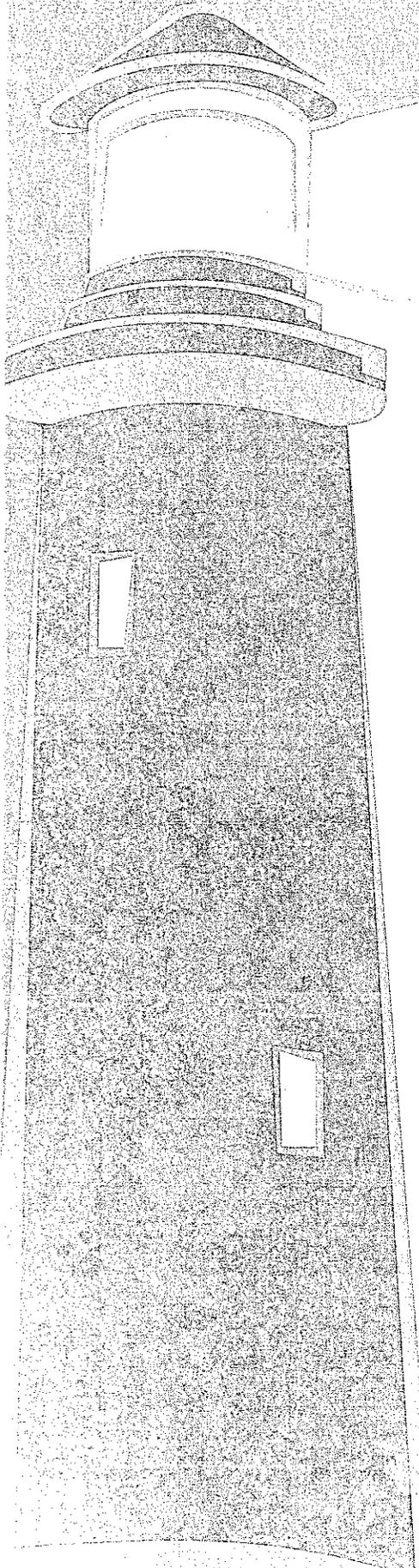
**Jan. 18-19, 2008  
Bloomington**

**Registration fee:**  
\$210 (includes meals  
and materials)

**Platinum-Level Sponsor:**  
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4M Fund Administrator

**Gold-Level Sponsors:**  
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## CONFERENCE AGENDA

FRIDAY, JANUARY 18

- 2 p.m.      **Check-In**
- 2:45 p.m.   **Welcome/Announcements**
- 3 p.m.      **Building relationships**  
*Fine tuning your listening skills through a group activity.*
- Building knowledge**  
*Review of government ethics and introduction to a framework for ethical decision-making using examples of unavoidable ethical dilemmas.*
- Building dialogue**  
*Case-study discussion in breakout groups.*
- 5:30 p.m.   **Social Hour**  
*Network, share stories, and learn from your colleagues.*
- 6:30 p.m.   **Dinner**
- 8:30 p.m.   **Adjourn**

SATURDAY, JANUARY 19

- 7 a.m.      **Continental Breakfast**
- 8 a.m.      **"Ripped from the Headlines"**  
*Create your own headline related to ethics in your city.*
- Building a successful ethics program:  
The City of Santa Clara story**  
*In-depth analysis of how the City of Santa Clara engages key stakeholders in developing a Code of Ethics and Values.*
- 10 a.m.     **Break**
- 10:15 a.m. **Creating, strengthening, and maintaining a culture of ethics**  
*Presentation of the key ingredients of an ethical city government.*
- 11 a.m.     **Building momentum: next steps for implementation**  
*Practical next steps for implementation in your city.*
- 12 p.m.     **Adjourn**

## ABOUT THE SPEAKER: Judy Nadler

Judy Nadler is a former Santa Clara, CA mayor and senior fellow at the Markkula Center for Applied Ethics at Santa Clara University, with responsibility for programs in government ethics and ethical leadership.

Nadler's presentation focuses on the values city officials should consider when making tough decisions, including:

- **Consequences**—what will produce the most overall good and do the least harm.
- **Individual rights**—how can we best respect the rights and dignity of all parties.
- **Common good**—what will promote the common good and help all share in the good we have as a society.
- **Virtues**—how can we deepen and develop the character traits we all value, e.g., integrity, honesty, etc.

As mayor, Nadler worked with the Ethics Center to develop a Code of Ethics and Values for Santa Clara. In 2002, the city received the Helen Putnam Award from the League of California Cities for its program "Infusing Political Campaigns with Community Ethics and Values."

Before her two terms as mayor, Nadler served on the Santa Clara city council. A popular speaker on issues such as public contracting and city ethics, Nadler has addressed the U.S. Conference of Mayors, the League of California Cities, the National Fire Academy, and the San Jose Blue Ribbon Task Force on Ethics. She serves on the Steering Committee for the Voices of Reform Project, an initiative of the Commonwealth Club of California.

Nadler is a graduate of George Washington University and the Program for Senior Executives in State and Local Government at Harvard's John F. Kennedy School of Government.

## HOW TO REGISTER/ HOTEL INFO

**Registration Fee:** \$210 (includes materials and meals—it does not include lodging)

**How to Register:** Register online anytime at [www.lmc.org](http://www.lmc.org) (online registrations will be billed). Online registration closes January 11.

**No Internet access?** Please contact Rebecca Erickson at (651) 281-1222 or (800) 925-1122.

**Cancellation Policy:** All cancellation requests must be in writing, e-mailed or faxed 7 days prior to the conference and are subject to a \$50 handling fee. All unpaid registrations not cancelled 7 days in advance will be billed at the full conference rate; no refunds will be made.

**Hotel Reservations:** Lodging is not included in the conference registration fee. To make reservations for overnight accommodations, call the hotel directly and ask for the League of Minnesota Cities room block. Per night rates are listed below.

### **Sofitel**

5601 West 78th Street  
Bloomington MN 55439  
Phone: (952) 656-5910  
Executive Deluxe King—\$109

**Lodging reservation deadline: Dec. 27, 2007**

**Conference registration deadline: Jan. 11, 2008**

Register  
online at  
[www.lmc.org](http://www.lmc.org)

*In just 2 days at*  
**Building Public Confidence:  
 Everyday Ethics for  
 Minnesota Public Officials,**  
*your city team will:*

- Gain a framework for ethical decision-making
- Work interactively in groups to create your own ethical solutions
- Learn from real-life ethical case studies
- Build camaraderie with your city colleagues
- Leave with a concrete plan for creating, strengthening, and maintaining a culture of ethics in your city

**Bring your city manager, administrator,  
 or clerk to this important training.**

**See inside to learn more about this conference!**



**Register online anytime:  
[www.lmc.org](http://www.lmc.org)**

**LEADERSHIP CONFERENCE  
 FOR EXPERIENCED CITY CLERKS**  
*Building Public Confidence:  
 Everyday Ethics  
 for Minnesota  
 Public Officials*

**Jan. 18-19, 2008  
 Bloomington**

**Registration fee:  
 \$210 (includes meals  
 and materials)**

**Platinum-Level Sponsors:**  
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*4M Fund Administrator*

**LEADERSHIP CONFERENCE  
 FOR EXPERIENCED OFFICIALS**  
*Building Public Confidence:  
 Everyday Ethics  
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 Public Officials*  
 Explore the fundamentals of  
 government ethics and learn ways  
 to navigate a sea of  
 tough, ethical dilemmas.

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**LEAGUE OF  
 MINNESOTA  
 CITIES**  
 145 UNIVERSITY AVE. WEST  
 ST. PAUL, MN 55103-2044  
 WWW.LMC.ORG