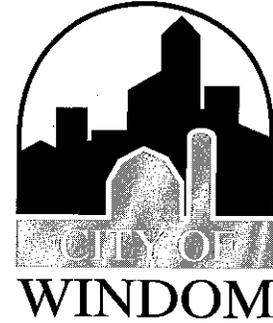


Council Meeting
Tuesday, January 3, 2017
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Oath of Office (Jones & Byam)
2. Appointment of City Administrator
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. Resolution of Appreciation
 - Corey Maricle
 - JoAnn Ray
 - Brian Cooley
 - Bruce Caldwell
8. Approval of Minutes
 - Council Minutes–December 20, 2016
9. Consent Agenda
 - Minutes
 - Library Board – December 13, 2016
 - Community Center Commission – December 19, 2016
10. Agenda Request – David Strom – Property Adjacent to Community Center/Apartment Proposal
11. Southwest Regional Development Commission – Jay Trusty
12. Department Heads
13. 2017 Mayor Appointments, Reappointments and Council Assignments
14. TIF 1-20 Amendment – Extension of Time
15. Donation – Children’s Library Collection
16. Clifton Larson & Allen – Letters of Engagement
 - City of Windom
 - Economic Development Authority
17. New Business
18. Old Business
19. Regular Bills
20. Contractor Payment – EMS Building – Gosewisch Construction – Request #3 \$286,499.69
21. Council Concerns

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 *Janell*
DATE: December 27, 2017
RE: **2017 Appointments and Designations**

The first City Council meeting of the year is primarily 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\Asst. City Administrator – Steve Nasby

Street Superintendent (includes Parks)
Brent Brown

City Attorney and Assistant City Attorney
City Attorney – Ron Schramel
Assistant City Attorney – Kristi Meyeraan

Financial Institutions
Bank of the West
Bank Midwest
United Prairie Bank
Fulda Credit Union
4M Fund
Multi-Bank Securities

Official Newspaper
Cottonwood County Citizen

RESOLUTION 2017-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
COREY MARICLE FOR EIGHT YEARS OF FAITHFUL SERVICE TO THE
CITY OF WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to Corey Maricle for outstanding public service faithfully rendered to the City of Windom as Council Member from January 1, 2009, to December 31, 2012, and Mayor from January 1, 2013, through December 31, 2016; and

WHEREAS, the City also wishes to express recognition of his splendid abilities, of his time, and unselfish efforts; and

WHEREAS, **COREY MARICLE** has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, AS FOLLOWS:

1. That this City Council, on behalf of its members, the City officials and the employees of the City of Windom and the citizens of this community, extends to Corey Maricle its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be spread on the official minutes of the City Council of the City of Windom and a copy presented to Corey Maricle.

Adopted this 3rd day of January, 2017.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION 2017-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
JOANN RAY FOR SIXTEEN YEARS OF FAITHFUL SERVICE TO THE
CITY OF WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to JoAnn Ray for outstanding public service faithfully rendered to the City of Windom as Council Member from January 1, 2001, to December 31, 2016; and

WHEREAS, the City also wishes to express recognition of her splendid abilities, of her time, and unselfish efforts; and

WHEREAS, JOANN RAY has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, AS FOLLOWS:

1. That this City Council, on behalf of its members, the City officials and the employees of the City of Windom and the citizens of this community, extends to JoAnn Ray its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be spread on the official minutes of the City Council of the City of Windom and a copy presented to JoAnn Ray.

Adopted this 3rd day of January, 2017.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION 2017-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
BRIAN COOLEY FOR FOUR YEARS OF FAITHFUL SERVICE TO THE
CITY OF WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to Brian Cooley for outstanding public service faithfully rendered to the City of Windom as Council Member from January 1, 2013, to November 15, 2016; and

WHEREAS, the City also wishes to express recognition of his splendid abilities, of his time, and unselfish efforts; and

WHEREAS, **BRIAN COOLEY** has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, AS FOLLOWS:

1. That this City Council, on behalf of its members, the City officials and the employees of the City of Windom and the citizens of this community, extends to Brian Cooley its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be spread on the official minutes of the City Council of the City of Windom and a copy presented to Brian Cooley.

Adopted this 3rd day of January, 2017.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2017-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
BRUCE CALDWELL FOR HONORABLE AND DEVOTED PUBLIC SERVICE
TO THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **BRUCE CALDWELL** for his untiring and valuable service faithfully rendered to the City of Windom commencing on May 1, 1978, through December 31, 2016.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
WINDOM, MINNESOTA, AS FOLLOWS:**

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community, extends to **BRUCE CALDWELL** its expressions of appreciation for serving the City well, and its best wishes for the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Bruce Caldwell.

Adopted this 3rd day of January, 2017.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
December 20, 2016
7:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Corey Maricle at 7:30 p.m.

2. Roll Call:

Mayor: Corey Maricle

Council Present: Marv Grunig, Paul Johnson, Dominic Jones, Bryan Joyce and JoAnn Ray

Council Absent: None

Student Reps: Brigitte Beall and Shelby Erickson

City Staff Present:

Steve Nasby, City Administrator; Mike Haugen, Water/Wastewater Superintendent; Drew Hage, EDA Director; Brent Brown, Electric Utility Manager; Jeff Dahna, Windomnet Manager and Corey Hillsheim, Police Dept.

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Jones second by Ray to approve the City Council minutes from December 6, 2016. Motion carried 5 – 0.

5. Consent Calendar:

Maricle noted the minutes from the following Boards and Commissions.

- Housing & Redevelopment Authority – November 9, 2016
- Telecom Commission – November 28, 2016
- Community Center Commission – December 5, 2016
- Economic Development Authority – December 12, 2016
- Planning & Zoning Commission – December 13, 2016

Grunig said that he would like a special meeting with Telecom prior to any City Council action to discuss their plans as there are large capital projects upcoming.

Motion by Ray second by Joyce to approve the Consent agenda board and commission minutes. Motion carried 5 – 0.

6. Department Heads:

6. Department Heads:

Drew Hage, Development Director, said that the Planning office is working on updating the Comprehensive Plan and he is proposing that a group of citizens, staff and elected officials meet and review each section of the plan. Possibly meeting once a month before the Council meeting. Other meets are planned as well to gather input. The Comprehensive Plan is a guide for the future and for zoning. The plan would be looking ahead to the next 10-15 years. A draft was started after the 2010 census but not finished. Areas for growth and in-fill development need to be identified and the cost-benefit to them researched.

Joyce noted a Comprehensive Plan Committee exists, but they have not been utilized so this maybe a resource for citizen involvement.

Jones said that people with interest and experience can participate in each of the sections so there may be more than the 15 on the committee that are involved. The intent is to get the public involved. The first meeting is planned for 6:30 pm on January 17.

Brent Brown, Street Superintendent, updated the City Council on the planned closure of 1st Avenue between 8th and 9th Streets for the demolition of the 8-pack grain elevator. The closure could start as early as December 21 and last a week or two.

Joyce asked if the businesses were contacted. Brown said they were contacted.

Grunig asked if the 69KV transmission line were to be de-energized. Brown said that ITC has been contacted and they will switch the City's transmission to another route.

Motion by Johnson second by Ray to approve the planned closure of 1st Avenue between 8th and 9th Streets as presented. Motion carried 5 – 0.

7. Public Hearing 2017 Street Project:

Dan Van Scapen and Matt Knips, DGR Engineering, introduced themselves. Van Scapen said that the proposed project is based on the City's street conditions study that identifies problem streets and storm sewers. This information is used along with data from the Water\Wastewater Department to determine priority projects. The list of streets was discussed by the Street Committee, Utility Commission and presented to the City Council in the feasibility study. The soil borings showed that the asphalt ranged from 1-4 inches with the majority in the two inch range, where four inches is the normally accepted amount. Street conditions were poor to fair, curb conditions were noted as well as storm drainage. The proposal has 10-ton roads on 16th Street and 7th Street between 1st Avenue and the highway due to heavy commercial traffic. The City's policy is to only include costs equal to 6-ton roads so any overages in these sections is paid by the City and is not on the individual assessments. Emergency vehicle access will be maintained during the project, the plan is to allow access to most residential units daily, garbage and recycling will be accommodated as much as possible and temporary mail boxes will be done. The work on 15th will be done by September 5th so it does not conflict with school starting. Cars will be asked to park in driveways and not on the streets during construction. He noted the

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proposed assessments for 7th Avenue are 100% to the property owners as this is a new street versus the City policy of assessing 50% of frontage and 25% for side-yards. About 32% of the project will be assessed directly to property owners with the City or Water\Wastewater paying for the rest. The total project is estimated to be \$3.089 million. Bids are anticipated in March 2017 with work to be done April – October 2017. Interest rates for municipal project are still low and the price of oil is still low so he is hoping for competitive bids under the estimate. Milling and overlay is not as effective as re-construction. The streets should last 30-35 years with preventative maintenance of crack-filling and seal-coating. Facebook and the City website will be used for project updates.

Grunig asked if the calculated assessments are following the previous policy. Nasby said the existing policy used in the past is being used for this project as well.

Maricle said that as a result of the approval of the feasibility study the individual street and utility assessment letters were sent to affected property owners and this hearing is the next step in the process and opened the public hearing. He asked speakers to give their name and address for the record.

Adrian Lee - 1160 5th Avenue – Representing the 5th Avenue Road Construction Association

Mr. Lee said that good communication is key and he has many questions which are as follows:

- What is the assessment formula
- Is the assessment formula comparable to other communities
- 5th Avenue costs appear inconsistent from property to property
- He would like the lots professionally surveyed
- Has the City gotten a second opinion from another engineer as to the work needed
- Sidewalks were done in 1985, is there a problem with them
- Destruction was done to yards in Mt. Lake
- Streets were like roller coasters in Mt. Lake
- The food shelf feed 700 people so why is the City burdening people
- Interest charged on the assessments
- Owners cannot sell properties now due to the assessments making them higher priced
- He wants to see the sewer maps to see where water flows
- What is the equal opportunity policy and does it discriminate against those who do not have English as their first language
- He requested to be on the January 3 and 17 City Council agenda before a decision is made.

Ken Hoffman - 7th Avenue Extension

Mr. Hoffman noted the project for 7th Avenue is an alternate and is concerned with 100% of the costs assessed. There is tax abatement for new housing but nothing to assist with development of land. The proposed assessment is double what he feels the property is worth. Other vacant properties are not being assessed water and sewer. Only about 35% of costs are paid by other property owners so why assess his property at 100% of costs. Chapter 429 requires the property to have the value and with an \$18,000 assessment the property is not worth \$36,000 which it would have to be under the law

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Tom White – 209 Cottonwood Lake Drive

Mr. White noted that he is representing Hometown Sanitation and as that contractors arrange for garbage to be brought to the end of the block to get picked up weekly if a street is not passable. This helps out the collection and the residents.

Gil Wilf – 600 Plum Avenue

Mr. Wilf asked about sidewalks on Plum Avenue. Van Scapen said that none were planned for Plum Avenue. Wilf noted that part of his property is a side yard and unbuildable so the assessment charged on frontage should be lower. He was told that when the project was done the unbuildable side yard section would not be fully assessed. It is a separate parcel valued at \$300. Van Scapen noted the County had it as one parcel, so he would look into it.

Jan Ducher – 635 Plum Avenue

Ms. Ducher said that she wants to do the re-seeding and fertilizer on her yard and to give her the money as she will do a better job.

Don Kalash – 1100 Block of 5th Avenue

Mr. Kalash said that he disagrees with assessing property by the foot and it should be done by who has access onto the street. There are nine properties accessing this section of street so the assessment should be 1/9 each and not done on frontage or side yards.

Jeremy Janssen – Riverside and Glenwood Apartments

Mr. Janssen said that he would like to see the street conditions study information as the conditions are not that bad. No through traffic other than the immediate property owners. With the assessments his properties are paying 43% of the total. Condo owners feel the road is in good enough condition and do not want it re-done. He is working to fix up the apartments but the high cost of the assessments will limit his ability to improve the housing.

Mike Schwalbach – Property owner on 4th Avenue Alley

Mr. Schwalbach asked if the alley rehabilitation was going right up to the back of the buildings. Van Scapen replied that is correct. Schwalbach asked if the alley could be done in concrete as it is used as a walkway and would last longer. He would be willing to pay a higher price.

Audrey Lundgren – 540 6th Avenue

Ms. Lundgren said that a sidewalk is not necessary.

Sandy Lee – 5th Street

Ms. Lee asked if 6th Avenue and 5th Streets were going to be done at the same time. Van Scapen noted the project may include work on both streets simultaneously. Lee said that the condo complex only has limited access and seniors cannot walk a block. She questioned the condition of the street and need for replacement, but noted some areas are indeed in bad shape.

John Broden – 16th Street

Mr. Broden said that Toro and Vet's Oil use the street for commercial traffic and should be charged more. His 70 feet of frontage is charged at \$150 per foot. Van Scapen and Nasby noted

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that the assessments calculated do include Toro and Vet's costs as frontage as it is their primary accesses.

Adrian Lee - 1160 5th Avenue – Representing the 5th Avenue Road Construction Association
Mr. Lee noted that \$2,400 was spent on sidewalk replacement and \$1,000 on a sprinkler system so if this is destroyed who pays. The side yard is an added cost he does not see a benefit. Van Scapen noted the only sidewalk work being done is at the intersections to comply with ADA.

8:32 Maricle Closed the Public Hearing

Joyce noted there were good questions and more information is needed to get to residents.

Jones said the Chapter 429 process for assessments is being done as in the past. There is more information available this time than in previous projects and the Council needs to be consistent and fair with assessments. If there are adjustments it is for errors or misunderstandings on the project. The project budget and assessments were based on the formula and policy. Bids could be lower which makes the cost lower for everyone. Council can reject the bids if too high and can answer questions the best it can.

Maricle said these are the same assessment formulas used in the past and he has on his property from the last project. The Council does have a little flexibility, but it needs to be fair to past practices and policy to treat property owners the same.

Jones said the City needs to get to a population of 5,000 to get State money for streets and this could help lower assessments. He noted that the street conditions were studied and soil borings done as a basis for the project. Jones asked if an assessment can exceed the property value.

Ron Schramel, City Attorney, said an assessment could not exceed the value. If challenged, it is a court process.

Joyce asked about a property owner appeal. Schramel said that is only possible after a project is completed and then challenged in court.

Joyce asked about the Plum Avenue side lot and the 7th Avenue extension. Schramel replied that these two would be different as buildable and non-buildable.

Grunig noted that it is easier for the City Council to defend consistency versus changing the policy or formula. Better to keep the process as is for fairness.

Joyce clarified that the Street conditions were done by the Street Department, soil borings looked at by the engineers and Water/Wastewater replacements were submitted by the Utility Commission. Van Scapen said that the borings found 2-2.5 inches of asphalt which is deficient.

Grunig asked if any of the Streets reconstructions were pushed solely due to utility issues. Van Scapen said he could not think of any. Mike Haugen, Water/Wastewater Superintendent, said they were proposed by Streets and then identified as to water and sewer needs.

Schramel said that the courts give City Councils wide discretion on legality and amount of assessments. As such, courts generally rule on behalf of cities in challenges.

Council member Grunig introduced the Resolution No. 2016-89, entitled “RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR THE 2017 STREET IMPROVEMENT PROJECT” and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Yes: Jones, Joyce, Ray, Grunig and Johnson. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

8. DGR Engineering Master Services Agreement:

Nasby said the master agreement and task agreement is for the 2017 Street Project and had been reviewed by the City Attorney.

Motion by Ray second by Johnson to approve the Master Service Agreement and Task Agreement as presented. Motion carried 5 – 0.

9. Sale of City Property – 1685 N. Redding Avenue:

Hage said that the City had a proposed sale of property via ordinance relating to a multi-family apartment building. The City Council had set up this meeting to receive public input as to the potential sale of the property. He noted a Question\Answer document that provides more information. A grant for the project was submitted on November 10th and the City received notice the grant was not funded. The developer is still willing to go forward with the project. The intent of the grant was for market rate housing and that condition is to be maintained for 15 years through the tax abatement.

Grunig said the key to him is the market rate condition. Fifteen years would be minimum and he would like to see twenty-five. Hage said any conditions could be recorded with the property and if there was a default the tax abatement and/or subsidies would have to be repaid.

Jones said the grant was important to maintaining the market rate requirement. He too wants to see it retained and those terms put into writing before any more action is taken by the Council.

Hage said the repayment penalty of the tax abatement is about \$319,000 along with anything else the City puts in such as additional abatement and/or the land cost of \$250,000.

Johnson asked if a longer abatement period was discussed. Hage replied that the grant was \$700,000 and the City has the five-year abatement open to everyone, but an additional two years could be needed to bring the abatement total to \$350,000. As a percent of the project the City share is consistent with other projects and less than what other communities have had to contribute. Worthington put in 20-30% subsidy and Windom’s max would be 15.7%.

Joyce said he appreciates the additional information but has a fundamental disagreement that Windom needs 46 units. Future City Councils could face unfilled units. The Ambulance

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Director wants a larger elevator. The Comprehensive Plan and review committee will discuss housing. The proposed area is zoned industrial and it has that use along with recreational and residential. What are the future impacts to City projects if the land is given up, such as locating the pool. He encouraged the Council not to rush into a decision.

Jones noted that the request for a stretcher compatible elevator made by the Ambulance Director be included in the minutes.

Maricle opened the meeting to public input. He asked that comments be limited to three minutes to give everyone the opportunity to speak and that speakers to give their name and address for the record.

Jack Rogers – 1960 Cottonwood Lake Drive

Mr. Rogers handed out a list of resident concerns and questions. He noted the land was given to the City by Carl Schneider for an industrial park and questioned if it can be rezoned. Schramel noted there are no covenants that he is aware of on the property so the City can do with it as it sees fit.

Harvey Nerness – 2248 Cottonwood Lake Drive

Asked about the proposed rents. Hage replied \$850-1200. Nerness said the project in Jackson did not go very well and the City had a huge investment in that one which went bankrupt. Hage noted the Windom project has the land and tax abatement no direct investment. Nerness asked why no local investors had an opportunity to do a project. Hage replied that the last project was 15 years ago and no one had come forward with a proposal. Nerness felt a local project would create local jobs and not have contractors from out of town.

Maricle noted the City does not want to have to building homes or apartments so private investment is needed. Hage said the developer approached the City.

Nerness said he has been renting housing for 40 years and does not think this is a good deal.

Jeremy Janssen – Property Owner

Mr. Janssen said that he is investing in properties and doing rehabilitation. He felt local investment is key and subsidies should be offered to locals. \$650,000 City investment in \$4.5 million project is a good deal for the developer not the City. He is 70% occupied as units are being updated and thinks the rents proposed are overpriced.

Gary Grunewald

Mr. Grunewald said he does not want that many more people in the neighborhood. There are 44 homes now and this will double the number. He has concern for traffic and safety in the area even off N. Redding. Hage noted the businesses on N. Redding have been contacted and are not in opposition.

David Strom – 2525 Cottonwood Lake Drive

Mr. Strom said that the Comprehensive Plan should be done before any decision is made. The Community Center board voted unanimously against the proposed project. In a few years other

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developers will be interested too. What other sites were considered and were those parcels by any other homes? This is not a good site as it is by industrial and recreation uses.

Sandy Lee – 5th Street

Ms. Lee said that this is not the first developer in 15 years as Mr. Janssen bought apartments and is fixing them up to be nice units. The City does need housing but not \$1,200 per month units.

Doug Bergendahl – 2150 Cottonwood Lake Drive

Mr. Bergendahl said that this is another issue to divide the community. The elected officials should represent the people. The 46-unit building will have 92 cars and does the State know that much traffic will be added to the 16th Street intersection with the highway. If there are kids in the apartments they can go to the park and out on thin ice so the City should put up a fence around it. This is an industrial area so more fences are needed to keep people out. There are chemicals in the water treatment plant so that should be fenced. The Community Center board voted it down so this is not a proper place. The whole community has not heard of the proposed project.

Jack Rogers – Continued

Mr. Rogers referred to the handout and asked that after Council review this should not be residential and should be put some place else. There are 50 houses for sale in Windom. He is against this location not against growth.

Doug Bergendahl – Continued

Oddson underground should have a fence too. Save the lake and the neighborhood by not doing the project. He wants a cul-de-sac on all of Cottonwood Lake Drive if the project is approved. He too wants growth but not here.

**Motion by Jones to table the 2nd Reading of Ordinance 160, 2nd Series to January 3.
Motion died for lack of a second.**

Jones said that he wants clarification on the project and terms into writing with details formalized. He visited with people around town and they were supportive of the project and he is not understanding the NIMBY attitude.

**Motion by Jones to table the 2nd Reading of Ordinance 160, 2nd Series to January 17
seconded by Johnson. Motion carried 3 – 2 (Joyce and Ray).**

Johnson said that without the grant it could change in his mind as to the feasibility of the project cash-flowing.

Grunig asked about the timetable. Hage noted the closing is on or before February 27 and contingent on re-zoning.

Ray said she was interested in other lots. Hage replied that others needed infrastructure and this was available on this proposed lot.

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Joyce noted the grant is no longer part of the project, but the City contributions are staying so he would like some clarifications.

Jones said that he would use the tax abatement to lock in the market rate requirement and wanted to see the agreement and covenant.

Ray asked about the re-zoning. Hage said the sale is contingent on re-zoning. Nasby added if the re-zoning fails then there is no sale.

Grunig said that the goal of a 5,000 population worthwhile. Government can get out of the way of developers to build housing as City does not want to build units. More people benefits the local economy, grows the school and helps businesses.

10. 2017 City Budget:

Nasby said that the City Council had held the truth in taxation meeting on December 6th and the proposed levy is \$1,817,488 which is up 2.68% from last year. The proposed 2017 budget is based on this levy amount.

Council member Ray introduced the Resolution No. 2016-90, entitled "A RESOLUTION APPROVING THE 2016 TAX LEVY, COLLECTABLE IN 2017" and moved its adoption. The resolution was seconded by Jones and on roll call vote: Yes: Joyce, Ray, Grunig, Johnson and Jones. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Motion by Johnson second by Joyce to approve the 2017 City of Windom Budget as presented. Motion carried 5 - 0.

11. Donation – Windom Ambulance Department:

Council member Grunig introduced the Resolution No. 2016-90, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM THE HELMSLEY FOUNDATION FOR THE WINDOM AMBULANCE DEPARTMENT" and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Yes: Ray, Grunig, Johnson, Jones and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

12. Personnel Committee Recommendation:

Jones said that the Personnel Committee and Utility Commission are recommending a step advance for Colton Dunse from Grade 7 Step 6 to Grade 7 Step 9. Mr. Dunse would have gotten a step increase to Grade 7 Step 7 in August for his anniversary and the advancement is for an adjustment to pay. Jones said that the employee started too low, in his opinion, as he brought skills to the position which is why he is supporting the step advancement.

Johnson asked if this would cause a union issue. Maricle said they can go up so no problem.

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Grunig noted this is retro-active to the employee's anniversary date. Jones said yes.

Motion by Jones second by Joyce to approve step advancement for Colton Dunse from Grade 7 Step 6 to Grade 7 Step 9. Motion carried 5 – 0.

13. 2017 SMART Goals:

Nasby said that the goals from the Departments were completed and provided to the Council. He had a couple under Administration for the City Council, but they may want to add some.

Johnson said some of the 2016 goals were not done due to no interest. Nasby noted the Citizens Academy as there was a lack of participants.

Joyce said the goal of 5,000 population is out there, but the City needs to do a better job at stating why this is important and the benefits. He was glad to see the expansion of weddings at the Community Center and encouraged staff to visit other venues.

Johnson noted the outdoor area for the Community Center.

Joyce said he like the Police Bike Patrol idea, on-going staff training and training for new boards and commissions.

Grunig said he is not a fan of SMART goals and some of the departments such as EDA did a good job and others not as much. He wants goals brought to the Council so ideas can be expanded and resources allocated.

Motion by Johnson second by Jones to have public input at the December 20, 2016 meeting and have the staff publish a public comment notice. Motion carried 5 – 0.

14. New Business:

Nasby said the County had proposed the lease for the Law Enforcement Center for 2017 and 2018. The rent is the same for 2017 at \$1,875 per month and 2018 goes to \$1,800.

Motion by Jones second by Joyce to approve the proposed lease terms for the LEC. Motion carried 4 – 0 (Johnson abstained as he works for the County).

Nasby said the City needs someone trained to do the Board of Equalization. The training can be done on-line and has to be done by February 1. He has the information if Council is interested.

Jones noted the County does the process if the City does not have a trained person.

Schramel said the County reviews the City actions even if we have a board of review.

15. Old Business:

None.

Preliminary

16. Regular Bills:

Motion by Ray second by Johnson to approve the regular bills. Motion carried 5 – 0.

17. Contractor Payments:

Motion by Grunig second by Jones to approve the final pay request from Holtmeier Construction for \$34,004.94. Motion carried 5 – 0.

Motion by Ray second by Johnson to approve Pay Request #2 for Goeswich Construction for \$716,857.16. Motion carried 5 – 0.

18. Council Concerns:

Jones thanked the Mayor for his service. He noted the information packet showing the boards and commissions. He asked about Civil Service. Schramel replied that one was eliminated. Jones asked about the continued need for Solid Waste and Annexation. He also thanked the Student liaisons for their participation.

Johnson thanked Mayor Maricle and JoAnn Ray for their service to the community and that the Council is losing a lot of experience. He wished everyone a Merry Christmas.

Joyce said he appreciates the citizen input like we had tonight and the participation of the students. He likes the ideas and comments. He noted the item in the information packet that shows the roles of the School Board and Superintendent and that document could apply to the City Council and City Administrator. Joyce thanked Mayor Maricle, JoAnn Ray and Brian Cooley for their service to the community.

Grunig thanked Mayor Maricle and JoAnn Ray for their dedication to the City.

Ray said she enjoyed her time on the City Council for 16 years and note that all of the Department Heads had come on in her tenure. She wished everyone a Merry Christmas.

Maricle thanked the City Council and City staff for all their work and support.

19. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 10:17 pm.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Library Board Meeting

Windom Library

Tuesday, Dec. 13, 2016

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher at 5:05 p.m.
2. Roll Call: Members Present: Barb Henning, Kathy Hiley, Anita Winkel, John Duscher, Susan Ebeling and Terri Jones

Members Absent: Steve Fresk

Library Staff Present: Dawn Aamot

City Council Member Present: None

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Barb Henning to approve the Agenda and the Minutes.

4. Financial Report:

Dawn reviewed the Financial Report. Motion by Susan Ebeling and seconded by Terri Jones to accept the Financial Report.

5. Librarian's Report

The Board complimented Dawn on the article that she wrote for the Citizen. Dawn reported that Harold and Lois Shelstad, frequent and loyal users of the library when they lived in Windom, donated 5 framed prints to the library. They are downsizing and thought of the library.

The library will remain open until 7 pm on December 15 to participate in Windom's Downtown Christmas by Candlelight. The Friends of the Library have assembled 100 "Snowman Soup" packets to be given away that night. A Snowman toss game will be offered.

Dawn has delivered more large print books to Remick and Mikkelson Manor. This helps fulfill the Smart Goal of Community Outreach.

Nancy continues to host story time for Bridges and Head Start.

Motion by Susan Ebeling and seconded by Barb Henning to accept the librarian's report.

6. Old Business:

Dawn reported that the City Council has tentatively approved an additional \$20,000 in 2017 to be used towards new library windows. This will be in addition to the \$20,000 allotted in 2016 for a total of \$40,000. She is awaiting final approval on this Capital Outlay item.

7. New Business:

Dawn is working on her Smart Goals for 2017 that are due on Dec. 16. She asked the Board for their input on these goals. She reviewed with the board her Smart Goals for 2016:

- o Outreach in the Community which was attained through many different outreach programs.
- o Increase usage of the library. The numbers confirm that this goal was successful.
- o Make the library a safe and welcoming environment. This goal is still a work in progress. One of the things that needs to be done towards this goal installing handicap assessable bathrooms.

A 2017 proposed goal is to build community awareness of the library through marketing and outreach. Dawn proposed conducting a community survey in 2017. Board members were asked to bring survey question ideas to the January meeting.

Discussion was held on building and space weakness of the current library building.

Nancy is offering Toddler Tuesday story times and Dawn proposed Coffee Fridays.

The following board members' terms are up at the end of 2016. Kathy Hiley, John Duscher and Terri Jones. They all are willing to continue on the board.

8. New Book Suggestions:

Dawn presented the collaborative book written by high school students that interviewed veterans about their war experiences, "Living Legends".

Book suggestions were given to Dawn.

9. Adjourn:

Meeting adjourned at 5:46 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

Community Center Commission Minutes
Monday December 19, 2016

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:31 p.m.

2. Roll Call: President: Wayne Maras
CC Director: Brad Bussa
Commission Members: Linda Stuckenbroker
Kelly Woizeschke
Mitch Voehl-Absent
Lenny Thiner
Commission Liaisons: Brian Cooley-Absent
Bruce Caldwell-Absent
Paul Johnson
EDA Director: Drew Hage-Absent
Public:

3. Approval of Minutes:

Motion by Lenny Thiner, seconded by Kelly Woizeschke to approve the December 5, 2016 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:

Nothing to Report

5. Correspondence Comments:

Nothing to Report

6. President's Report:

Nothing to Report

7. Director's Report:

- a. 2016 Review- 214 events not including Senior Dining or Senior Citizens
- b. Out door Planning Committee- Planning project for outside are tabled until February 2017. Commission will look into forming a planning group.

8. Resource Management:

Schedule of Events: Reviewed Schedule of Events

Income & Expense: Reviewed Income and Expense

9. Miscellaneous:

WCC Commission stated they were concerned with proposed upcoming housing project with loss of parking, safety issues with traffic in parking lot and leaving after large events. Would a pool be better placed up by Community Center with discussion more at later meetings.

WCC Director Bussa stated that Kelly Woizeschke and Mitch Voehl's terms were coming to close and if they were interested in continuing on and both agreed they would like to. WCC Director Bussa will inform upcoming Mayor Dominic Jones.

10. Open Forum:

Nothing to Report

11. Next Meeting:

Monday January 23, 2017 at 5:30pm

Adjourn:

Motion by Lenny Thiner, seconded by Kelly Woizeschke, to adjourn the meeting at 6:03 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

Date/Time received: 12/30/16 12:00

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: David Strom Telephone No: 507-831-3598

Address: 2025 Cottonwood Lake Dr.

Date of Council Meeting: 1-3-2017 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: Property adjacent to Community Center
Art proposal

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

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): No

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.

D. Strom
Signature



Southwest Regional Development Commission

Planning for the Future

PRESENTATION TO THE REGION 8 COUNTY BOARDS AND CITY COUNCILS

Executive Director Jay Trusty





Our Mission

“Providing professional expertise and leadership to enhance regional opportunities”

Statutory Purpose

“to work with and on behalf of local units of government to develop plans or implement programs to address economic, social, physical, and governmental concerns”



Membership

- One member from each county board
- One municipal member from each county
- One township member from each county
- One member from each city over 10,000
- Two school board members
- Up to eight public interest group members
- One tribal representative from each tribe



Strategic Plan

Need for the Planning Process

- Turnover on the Commission
- Transition of the Aging Program
- New opportunities in healthy living programming
- Expanding opportunities in renewable energy



Process

Board of Directors Retreat

- Outside facilitator
- Establish working relationships with staff
- Relationships between Commissioners





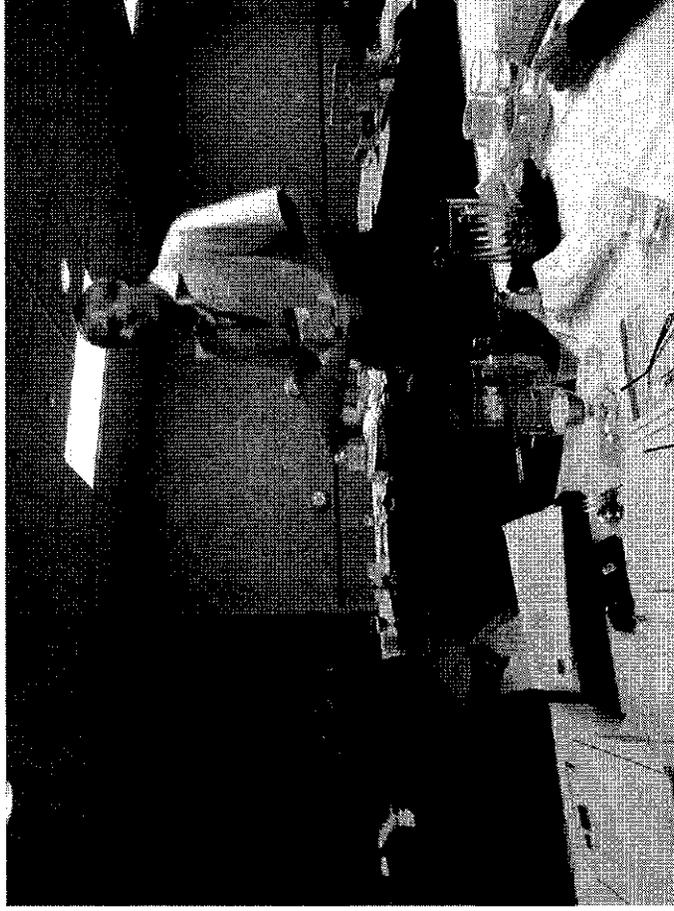
Participants

Executive Director
Jay Trusty

Economic Development
Director Robin Weis

Physical Development Director
Annette Fiedler

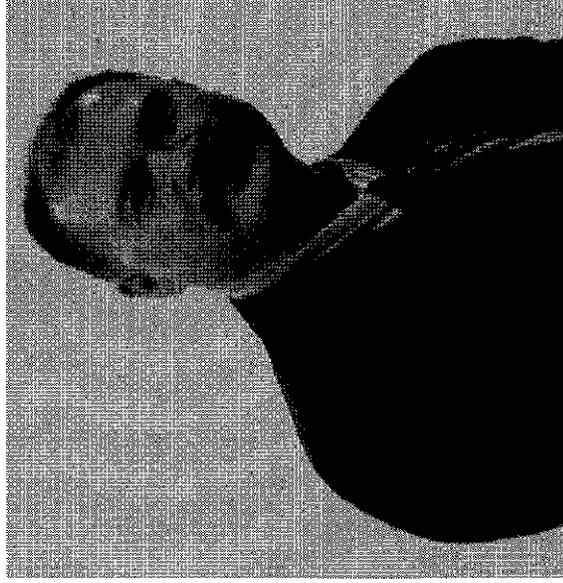
Senior Development Planner
Drew Hage



Participants

Board of Directors

- Chair, Miron Carney, Murray County Municipalities
- Vice-Chair, Eloise Hauschild, Lincoln County Townships
- Treasurer, Gerald Magnus, Murray County
- Secretary, Sharon Hollatz, Redwood County
- Mike Kuhle, Mayor of Worthington
- Bob Byrnes, Mayor of Marshall
- Paul Langseth, Nobles County Townships
- Eric Hartman, School Boards
- David Henkels, Jackson County
- Sherri Thompson, Rock County
- Daryl Hanenburg, Pipestone County Townships





Assessment

ELEMENTS THAT WILL LIKELY INCREASE IN THE REGION	ELEMENTS THAT WILL LIKELY DECREASE IN THE REGION
Consumer demand for food	Industrial base of the economy
Niche farming	Brick and mortar retail locations
Recycling efforts, companies and processes	Child population
Wind power generation and distribution	Educational facilities for children
Solar power generation and distribution	The number of roads in good condition
Large farms, confined animal feeding operations	Water availability
Small businesses	Workforce members, resulting from retirements
Demand for healthcare services	Rural population
Diversification of the population	Postal services
Inclement weather and extreme weather events	Quality housing
Industrialized agriculture	Year-round population



Services and Programs

MOST BENEFICIAL TO THE REGION	LEAST IMPACTFUL PROGRAMS	PROGRAMS NEEDED IN THE REGION-NOT CURRENTLY PROVIDED BY SRDC
Revolving Loan Fund	Census data affiliate	Engineering services
Economic development planning and expertise	CERT campaigns	Marketing services
Energy programs	Legislative committee and political advocacy	Single-family and multi-family housing planning and development
Aging services	CDBG RLF eligibility	Regional comprehensive planning services
Transportation planning services		Ambulance district services
Solid waste management and planning services		Fire district services
Hazard mitigation planning services		Ditch viewers
		Leisure & tourism planning and economic development



Goals

The strategic planning process helped define and reinforce the goals for the region and organization. The goals resulting from the planning process include:

1. Preserve, protect, maintain, and expand the region's core infrastructure
2. Respond to the needs of the region's changing population
3. Increase awareness of the region and the organization
4. Maintain an impactful organization to serve the region's needs
5. Support and grow the region's economic base by supporting the needs of existing businesses, attracting new businesses, and developing entrepreneurs
6. Train workforce members and attract talent to meet the needs of local employers

Prioritization

A thick, solid black horizontal bar.

The purpose of prioritizing on the level of importance and urgency is to create focus. Focus will help the organization concentrate efforts to produce the greatest impact. Many organizations fail to maximize their impact by being too broad in their scope, thereby diluting their focus and limiting their impact.

A thick, solid black horizontal bar.



High Priority Goals

GOAL	RESPONSIBLE ENTITY	TIMEFRAME
Develop a succession plan for SRDC leadership	SRDC staff	Short term
Measure and report organization's impact	SRDC staff	Short term
Create an entrepreneurial development program	SRDC staff Partner organizations	Short term
Create an entrepreneurial mentoring program	SRDC staff Partner organizations	Short term
Increase awareness of regional jobs and career opportunities	SRDC staff DEED	Short term
Develop a business attraction marketing strategy	SRDC staff	Intermediate term
Develop a workforce, talent and resident attraction program	SRDC staff Partner organizations	Intermediate term
Expansion of daycare services for children and adults in the region	SRDC staff Partner organizations	Intermediate term
Explore customized training programs to address employer's needs	SRDC staff DEED	Intermediate term
Address water shortage in the region	SRDC staff	Long term
Protect utilities from interruption	SRDC staff	Long term
Rebuild aging infrastructure	SRDC staff	Long term



Top Three Goals

Short term:

Goal #5: Support and Grow the Economic Base of the Region

Priority #1: Create an Entrepreneurial Development and Mentoring Program (page 20)

Intermediate:

Goal #2: Respond to the Needs of the Region's Changing Population

Priority #1: Expansion of Daycare Services for Children and Adults in the Region (page 14)

Long term:

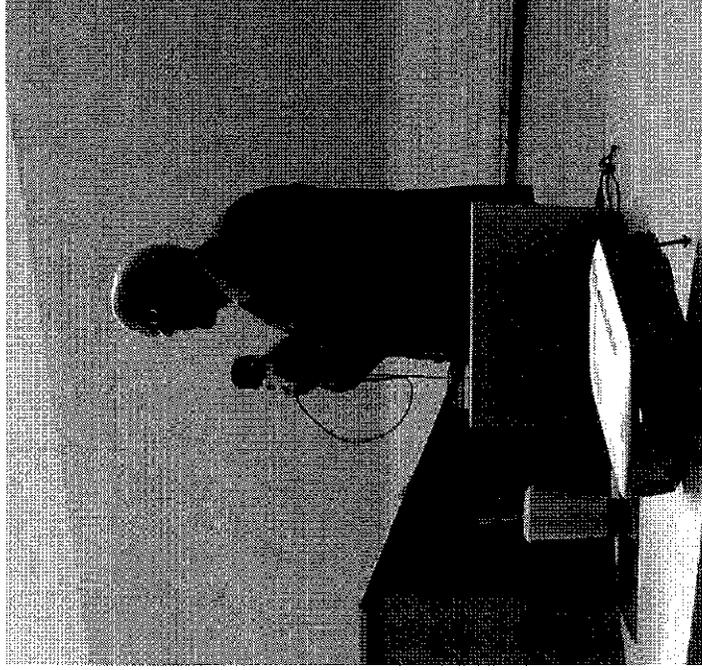
Goal #1: Infrastructure Preservation and Capacity

Priority #1: Address Water Shortages in the Region (page 12)

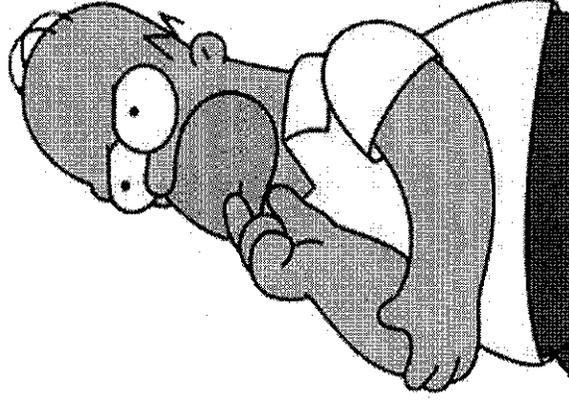
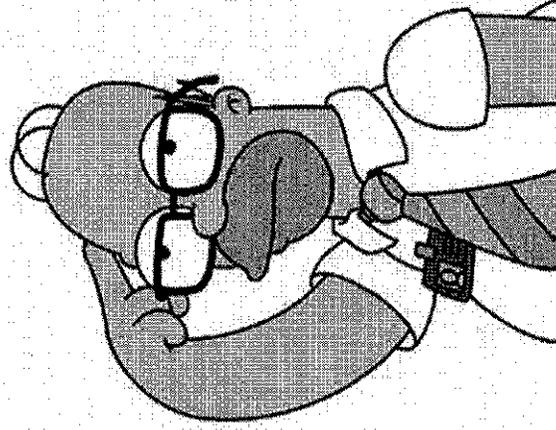
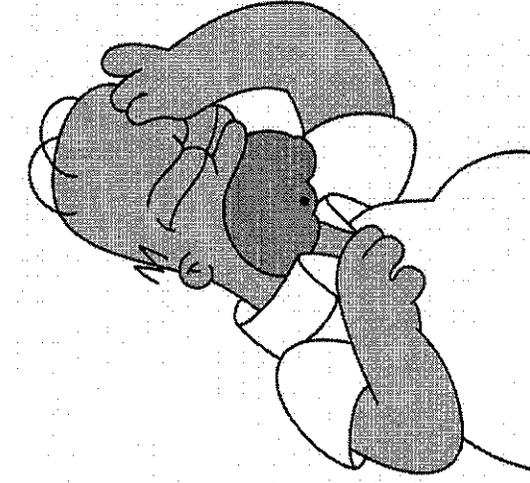


Implementation

- DevelopMN
- Comprehensive Economic Development Strategy (CEDs)
- Board Retreat
- Evaluation



Questions, Answers, Observations





City of Windom Staff Report

To: Park & Recreation Commission
From: Drew Hage, EDA Executive Director
Council Meeting Date: January 3, 2017
Item Title/Subject: **Windom Comprehensive Plan – Community Meeting #1**

Background:

Windom Comprehensive Plan

The Economic Development Authority of Windom (EDA) is working on an update to the Windom Comprehensive Plan. The Comprehensive Plan is a guiding document for the City, and the Plan provides the legal basis for zoning. The plan presents a general concept for future land uses and development and also provides a reference to answer questions arising as to what, when, where, and how development should occur.

Community input is a critical component of the planning process. The City needs community members' insight and ideas to help update the Comprehensive Plan. To provide opportunities for citizens' comments, community meetings will be held once a month starting in January. The meetings will be 45 minutes in length and held prior to one of the two regularly-scheduled city council meetings each month.

Community Meeting #1

▶ Demographics & Housing

Date: January 17, 2017
Time: 6:30pm to 7:15pm
Location: Council Chambers – 444 9th Street

Other Opportunities for Input

Community members will also be able to provide input online via Wikimapping. Wikimapping is an online tool where community members can identify locations on a map regarding development and potential community needs. Comments and feedback can be added to the map. Community members can also read and comment on posted comments. Click on the link below to help answer the following questions and provide other input. These questions and submitted answers will be discussed at the monthly Community Meetings for the

Comprehensive Plan.

<http://wikimapping.com/wikimap/Community-Input-Windom-Comprehensive-Plan.html>

Questions:

1. Market Rate Apartment Project – The Windom EDA is working on a 46-unit apartment project. Multiple sites were considered and discussed. The developer prefers the parcel south of the Community Center that is currently used as an overflow parking lot.

What location do you think would work well for a new market rate apartment (not income qualifying)?

2. City Pool Project – The City Pool is in need of reconditioning or replacement. A pool feasibility study has been completed and has been presented to the City Council. Multiple options have been identified in the pool feasibility study.

If the pool is replaced, where do you think the pool should be located?

3. Potential Park & Recreation Improvements: Quality Parks and Recreation are important aspects of livability in a community and help attract and retain residents. Parks and recreational facilities must be maintained and enhanced to accommodate changing demands within the community.

What improvements would you like to see to our existing park system and recreation facilities?

4. Single-Family Housing Development: Prairie Meadow Subdivision is the new development on 17th Street and 17th Avenue by the school. Windom Public Schools and the EDA have partnered to plat and market the new development. Ten lots are currently for sale as part of Phase I. An additional 13 lots will be available in Phase II.

If the City was going to pursue a new single-family housing development, where would you like to see new lots for single family homes?

5. Community Improvements – Livability: To help maintain and grow our community, livability campaigns should be pursued. Livability campaigns could be centered on active living, trails, improving access to local assets like the Des Moines River and Cottonwood Lake, or helping to market other community assets.

What improvements to the community would you like to see?

Respectfully submitted,

Drew Hage, EDA Executive Director

Attachments: Purchase Agreement & Ordinance No. 160, 2nd Series



City of Windom Staff Report

To: Mayor and Windom City Council
From: Drew Hage, EDA Executive Director
Council Meeting Date: January 3, 2017
Item Title/Subject: TIF 1-20 - Amendment to Contract for Private Redevelopment

Background:

In May 2016 the City of Windom established TIF District 1-20 which covers property owned by New Vision Cooperative ("New Vision") on 16th Street and First Avenue. On June 16, 2016, the City of Windom entered into a Contract for Private Redevelopment with New Vision. One of the components of the contract was the demolition of the annex (8-pack silos) located at 867 First Avenue.

Below are the terms that were originally agreed upon with New Vision Co-op (Redeveloper).

(i) The City agrees to reimburse the Redeveloper for up to 50% or \$49,000.00, whichever is less, of the costs of demolishing the annex located on Parcel 2 if the demolition is completed in calendar year 2016. If the demolition is completed in a year subsequent to 2016, the amount of demolition costs eligible for reimbursement through tax increment shall decrease by an additional 20% of the \$49,000.00 cap each year. For example, if demolition of the annex is completed in calendar year 2018, the amount of demolition costs eligible for reimbursement will be reduced by 40% to \$29,400.00. If demolition of the annex has not been completed and the demolition costs paid by December 31, 2020, there shall be no reimbursement to the Redeveloper by the City for any demolition costs related to the annex located on Parcel 2. Any reimbursement shall be contingent upon submission of evidence that such costs have been incurred and paid; and

The City of Windom received an "Application for Demolition Permit" from Blue Earth Environmental Co. for the demolition of the 8-Pack Grain Storage Silos ("annex") in October. The anticipated start date of demolition was Monday, October 24, 2016. The anticipated completion date of demolition was January 1, 2017. However, Blue Earth Environmental was not able to complete the demolition by January 1, 2017, due to delays in receipt of authorization from the railroad for access to railroad right-of-way adjoining Parcel 2 and the proximity of electrical transmission lines which require specific scheduling to be de-energized, etc. For these reasons, New Vision is requesting that the completion date be extended.

After discussions with the demolition contractor and the TIF attorney, the following is a list of estimated Completion Dates:

1. Crane demolition by January 8, 2017.
2. Concrete removal and site remediation by January 31, 2017.
3. Payment by New Vision of the demolition costs and submission of proof of payment to the City of Windom by February 28, 2017.

The City's TIF Attorney has prepared a proposed Amendment to Contract for Private Redevelopment for your review.

Requested Action for January 3rd:

1. Approve Amendment to Contract for Private Redevelopment extending the completion date for the demolition, payment of demolition costs, and submission of proof of payment to the City to February 28, 2017.

Respectfully submitted,



Drew Hage, EDA Executive Director

Attachment: Amendment to Contract for Private Redevelopment

AMENDMENT
TO
CONTRACT FOR PRIVATE REDEVELOPMENT

THIS AMENDMENT, made on or as of the _____ day of January, 2017, by and between the CITY OF WINDOM, a home rule charter city under the laws of the State of Minnesota, (hereinafter referred to as the “CITY”), having its principal office at 444 Ninth Street, Windom, Minnesota 56101, and NEW VISION COOPERATIVE, a cooperative organized and existing under the laws of the State of Minnesota, (hereinafter referred to as the “REDEVELOPER”), having a business address at 38438 210th Street, Brewster, Minnesota 56119.

WITNESSETH:

WHEREAS, the parties entered into a Contract for Private Redevelopment dated June 16, 2016, and said Contract was filed with the Cottonwood County Recorder on July 5, 2016, as Document No. 278163; and

WHEREAS, pursuant to Section 3.3(d), the demolition and removal of the annex building and elevator located on Parcel 2 (867 First Avenue) constitute the “Parcel 2 Site Improvements”; and

WHEREAS, Section 3.3(d)(i) provides as follows:

- (i) The City agrees to reimburse the Redeveloper for up to 50% or \$49,000.00, whichever is less, of the costs of demolishing the annex located on Parcel 2 if the demolition is completed in calendar year 2016. If the demolition is completed in a year subsequent to 2016, the amount of demolition costs eligible for reimbursement through tax increment shall decrease by an additional 20% of the \$49,000.00 cap*

each year. For example, if demolition of the annex is completed in calendar year 2018, the amount of demolition costs eligible for reimbursement will be reduced by 40% to \$29,400.00. If demolition of the annex has not been completed and the demolition costs paid by December 31, 2020, there shall be no reimbursement to the Redeveloper by the City for any demolition costs related to the annex located on Parcel 2. Any reimbursement shall be contingent upon submission of evidence that such costs have been incurred and paid; and

WHEREAS, Blue Earth Environmental Company of Mankato, Minnesota, is the demolition contractor (hereinafter referred to as “CONTRACTOR”) retained by the REDEVELOPER to demolish and remove the annex on Parcel 2; and

WHEREAS, the CONTRACTOR has experienced delays in the proposed demolition schedule caused by circumstances beyond the CONTRACTOR’S control including, but not limited to, requirements to secure authorization from the railroad for access to railroad right-of-way adjoining Parcel 2 and the proximity of electrical transmission lines which require specific scheduling to be de-energized; and

WHEREAS, the parties wish to extend the deadline for the completion of the demolition and removal of the annex and the payment of demolition costs.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Section 3.3(d)(i) shall be amended to read as follows:

“(i) The City agrees to reimburse the Redeveloper for up to 50% or \$49,000.00, whichever is less, of the costs of demolishing the annex located on Parcel 2 if the demolition is completed by February 28, 2017. If the demolition is completed in calendar year 2017, but after February 28, 2017, then the amount of demolition costs eligible for reimbursement shall decrease by 20% to \$39,200 or 50% of the actual cost of the demolition, whichever is less. For each additional year that passes before the demolition is completed, the amount of the demolition costs eligible for reimbursement will

be reduced by an additional 20%. For example, if demolition of the annex is completed in calendar year 2018, the amount of demolition costs eligible for reimbursement will be reduced by 40% to the lesser of \$29,400.00 or 50% of the actual cost of the demolition. If demolition of the annex has not been completed and the demolition costs paid by December 31, 2020, there shall be no reimbursement to the Redeveloper by the City for any demolition costs related to the annex located on Parcel 2. Any reimbursement shall be contingent upon submission of evidence that such costs have been incurred and paid; and”

2. All other provisions of the Contract for Private Redevelopment between the parties dated June 16, 2016, shall remain in full force and effect.

IN WITNESS WHEREOF, the CITY has caused this Amendment to be duly executed in its name and behalf and the REDEVELOPER has caused this Amendment to be duly executed in its name and behalf on or as of the date first above written.

CITY OF WINDOM

By _____

Its _____

By _____

Its _____

NEW VISION COOPERATIVE

By _____

Its _____

By _____

Its _____

STATE OF MINNESOTA)
) SS.
COUNTY OF COTTONWOOD)

The foregoing instrument was acknowledged before me this _____ day of January, 2017,
by Dominic Jones and Steven Nasby, the Mayor and City Administrator of the City of Windom,
a home rule charter city under the laws of the State of Minnesota.

Notary Public

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of January, 2017,
by _____ and _____,
the _____ and _____ of
New Vision Cooperative, a Minnesota cooperative, on behalf of the cooperative.

Notary Public

This document was drafted by:
BRADLEY & DEIKE, P. A.
4108 West 65th Street, Suite 100
Edina, MN 55435
Telephone: (952) 926-5337

RESOLUTION #2017-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION FROM
DOROTHY VAN NORMAN
TO THE WINDOM LIBRARY FOR THE CHILDREN'S LIBRARY
COLLECTION**

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 of \$300.00 from Dorothy Van Norman for the Windom Library; and

WHEREAS, the donation requires that the donation be used for the Children's Library collection.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$300.00 offered by Dorothy Van Norman to be used for the Children's Library collection.

Adopted by the Council this 3rd day of January, 2017.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator



CliftonLarsonAllen

CliftonLarsonAllen LLP
109 North Main Street, PO Box 217
Austin, MN 55912-0217
507-434-7000 | fax 507-437-8997
CLAconnect.com

December 30, 2016

City Council and Management
City of Windom
PO Box 38
444 9th Street
Windom, MN 56101

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit and nonaudit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for City of Windom ("you," "your," or "the City") for the year ended December 31, 2016.

Craig Popenhagen is responsible for the performance of the audit engagement.

Audit Services

We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Windom, Minnesota, as of and for the year ended December 31, 2016, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the City's basic financial statements. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management's discussion and analysis.
2. GASB-required supplementary pension and OPEB, if any.

We will also evaluate and report on the presentation of the following combining and individual fund statements (collectively, the supplementary information) accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit Services

We will also provide the following nonaudit services:

- Preparation of your financial statements and related notes.
- Preparation of adjusting journal entries.
- Preparation of State Reporting Form for the City, if so chosen by the City

Audit Objectives

The objective of our audit is the expression of opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

As part of our audit, we will also perform the procedures and provide the report required by the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*.

Auditor Responsibilities, Procedures, and Limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error. An audit involves performing procedures to obtain sufficient appropriate audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City, may not be detected. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention.

In making our risk assessments, we consider internal control relevant to the City's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and compliance relevant information about any fraud; noncompliance with provisions of laws, regulations, contracts, or grant agreements; or abuse that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management Responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to

correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design, implementation, and maintenance of effective internal control, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the City involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the City complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud; noncompliance with provisions of laws, regulations, contracts, or grant agreements; or abuse that we may report.

You are responsible for ensuring that management is reliable and for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters, and for the accuracy and completeness of that information, and for ensuring the information is reliable and properly reported; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the City's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the City's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance

audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and Limitations Related to Nonaudit Services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

The responsibilities and limitations related to the nonaudit services performed as part of this engagement are as follows:

- We will prepare a draft of your financial statements and related notes. Since the preparation and fair presentation of the financial statements is your responsibility, you will be required to acknowledge in the representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for those financial statements. You have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements.
- We will propose adjusting journal entries as needed. You will be required to review and approve those entries and to understand the nature of the changes and their impact on the financial statements.
- If so engaged by the City, we will prepare State Reporting Form for the City. Since the preparation and fair presentation of the State Reporting Form is your responsibility, you will be required to acknowledge in the representation letter our assistance with preparation of the State Reporting Form and that you have reviewed and approved the State Reporting Form prior to its issuance and have accepted responsibility for the State Reporting Form. You have a responsibility to be in a position in fact and appearance to make an informed judgment on the State Reporting Form.

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Use of Financial Statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement Administration and Other Matters

We expect to begin audit fieldwork in December 2016 and issue financial statements no later than May 2017.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely matter to Oversight Agencies for Audit or a Pass-through Entity, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Oversight Agencies for Audit or a Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Except as permitted by the "Consent" section of this agreement, CLA will not disclose any confidential, proprietary, or privileged information of the entity to any persons without the authorization of entity management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Our engagement and responsibility end on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Mediation

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice

("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Any Dispute will be governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

Time Limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our fees and expenses for these services will be as listed below. The fee estimate is based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the estimated fee for services will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee estimate. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

• Audit of financial statements	\$16,000
• Preparation of financial statements	5,000
• Uniform Grant Guidance compliance audit, if needed	2,575
• Preparation of State Reporting Form for the City (optional)	500
• Expenses not-to-exceed	1,500

Other Fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance Charges and Collection Expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%.

In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to Use Financial Information

Annually, we assemble a variety of benchmarking analyses using client data obtained through our audit and other engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of City of Windom's information in these cost comparison, performance indicator, and/or benchmarking reports.

Subcontractors

CLA may, at times, and with the City's written consent, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return a copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Craig W. Popenhagen, CPA
Principal
Ph. 507-434-7041
craig.popenhagen@CLAconnect.com
094-082822

This letter correctly sets forth the understanding of City of Windom:

Authorized governance signature: _____

Title: City Council

Date: _____

Authorized management signature: _____

Title: Management

Date: _____



CliftonLarsonAllen

CliftonLarsonAllen LLP
109 North Main Street, PO Box 217
Austin, MN 55912-0217
507-434-7000 | fax 507-437-8997
CLAconnect.com

December 30, 2016

City Council and Management
City of Windom
P.O. Box 38
444 9th Street
Windom, MN 56101

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the compilation services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for the City of Windom, Minnesota, Economic Development Authority ("you," "your," or "the EDA") for the year ended December 31, 2016.

Craig Popenhagen is responsible for the performance of the compilation engagement.

Compilation and Preparation Services

We will prepare the statement of financial position—contractual basis—of City of Windom, Minnesota, Economic Development Authority as of December 31, 2016, and perform a compilation engagement with respect to that financial statement. The statement of financial position—contractual basis will include only certain disclosures in accordance with the contractual basis of accounting. The statement of revenues, expenses and changes in fund balances will not be presented.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the EDA's basic financial statement. Such information, although not a part of the basic financial statement, is required by the GASB who considers it to be an essential part of financial reporting and for placing the basic financial statement in an appropriate operational, economic, or historical context. The supplementary information other than RSI accompanying the compiled financial statement is presented for purposes of additional analysis and is not a required part of the basic financial statement. Management has requested the required supplementary information not be presented.

Other Accounting Services

We will also provide the following other accounting services:

- Preparation of a trial balance.
- Preparation of your financial statement and certain related notes.
- Preparation of adjusting journal entries.

Engagement objectives

The objectives of our engagement are to:

- a. Prepare the statement of financial position in accordance with the contractual basis of accounting based on information provided by you.
- b. Apply accounting and financial reporting expertise to assist you in the presentation of the statement of financial position without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with the contractual basis of accounting.

Our responsibilities

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants (AICPA) and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

Engagement procedures and limitations

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement. You agree that we shall not be responsible for any misstatements in the entity's financial statements that we may not identify as a result of misrepresentations made to us by you.

Our report

As part of our engagement, we will issue a report that will state that we did not audit or review the statement of financial position and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on it.

The report on the statement of financial position will indicate that management has elected to omit the statement of revenues, expenditures, and changes in fund balance and substantially all the disclosures ordinarily included in financial statements prepared in accordance with the contractual basis of accounting; that if the omitted disclosures and the statement of revenues, expenditures and changes in fund balance were included in the financial statements, they might influence the user's conclusions about the EDA's assets, liabilities, equity, revenues, and expenditures—contractual basis; and that the financial statements are not designed for those who are not informed about such matters.

The report will indicate that management has omitted the required supplementary information.

There may be circumstances in which the report may differ from its expected form and content. If, for any reason, we are unable to complete the compilation of your financial statements, we will not issue a report on such statements as a result of this engagement.

Management responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with the contractual basis of accounting and assist management in the presentation of the financial statements in accordance with the contractual basis of accounting. Management has the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARs:

- a. The selection of the financial reporting framework to be applied in the preparation of the financial statements.
- b. The preparation and fair presentation of the financial statements in accordance with the contractual basis of accounting.
- c. The inclusion of all informative disclosures that are appropriate for the contractual basis of accounting. Those disclosures will include—
 - i. Nature of operations,
 - ii. A description of the contractual basis of accounting, including a summary of significant accounting policies, and how the contractual basis of accounting differs from accounting principles generally accepted in the United States of America (U.S. GAAP), the effects of which need not be quantified,
 - iii. Appraised value of land and buildings
 - iv. Long-term debt, and
 - v. Additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.
- d. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the statement of financial position that are free from material misstatement, whether due to fraud or error.
- e. The prevention and detection of fraud.
- f. To ensure that the EDA complies with the laws and regulations applicable to its activities.
- g. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- h. To provide us with the following:
 - i. Access to all information relevant to the preparation and fair presentation of the statement of financial position, such as records, documentation, and other matters.
 - ii. Additional information that may be requested for the purpose of the engagement.

- iii. Unrestricted access to persons within the EDA with whom we determine it necessary to communicate.

Responsibilities and limitations related to accounting services

For all accounting services we may provide to you, including the preparation of your statement of financial position, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

The responsibilities and limitations related to the accounting services performed as part of this engagement are as follows:

- We will prepare a trial balance for use during the compilation. Our preparation of the trial balance is limited to formatting information into a working trial balance based on management's chart of accounts or general ledger. You will be required to review, approve, and accept responsibility for the trial balance.
- We will prepare a draft of your statement of financial position and related notes. Since the preparation and fair presentation of the statement of financial position is your responsibility, you will be required to review, approve, and accept responsibility for the statement of financial position prior to its issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on the statement of financial position.
- We will propose adjusting journal entries as needed. You will be required to review and approve those entries and to understand the nature of the changes and their impact on the statement of financial position.

Use of Financial Statements

The statement of financial position and our compilation report thereon are for management's use. If you intend to reproduce and publish the statement of financial position and our report thereon, they must be reproduced in their entirety. Inclusion of the statement of financial position in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

With regard to the electronic dissemination of financial statements that have been subjected to a compilation engagement, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement Administration and Other Matters

A list of information we expect to need for our compilation and the dates required will be provided in a separate communication.

The workpapers supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers in accordance with our record retention policy that typically provides for a retention period of seven years.

Pursuant to authority given by law or regulation, we may be requested to make certain workpapers available to a Regulator of other Oversight Agency or its designee for their regulatory oversight purposes. We will notify you of any such request. Access to the requested workpapers will be provided to the regulators under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers to such regulators. The regulators may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Except as permitted by the "Consent" section of this agreement, CLA will not disclose any confidential, proprietary, or privileged information of the EDA to any persons without the authorization of EDA management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our relationship with you is limited to that described in this letter. As such, you understand and agree that we are acting solely as independent accountants. We are not acting in any way as a fiduciary or assuming any fiduciary responsibilities for you. We are not responsible for the preparation of any report to any governmental agency, or any other form, return, or report or for providing advice or any other service not specifically recited in this letter.

Our engagement and responsibility end on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Limitation of Remedies

Our role is strictly limited to the engagement described in this letter, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based on our communications with you or our reports. You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents (each a "CLA party") and that this limitation of remedies provision is governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

You further agree that you will not hold CLA and any other CLA party liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions, or results of this engagement, except to the extent authorized by this agreement. In no event shall any CLA party be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorney fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by a CLA party of our duties owed under this agreement, but any recovery on any such claims shall not exceed the fees actually paid under this agreement by you to CLA.

Time Limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any dispute that may arise between you and any CLA party. The parties (you and CLA) agree that, notwithstanding any statute or law of limitations that might otherwise apply to a dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against any CLA party must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final compilation report under this agreement to you, regardless of whether any CLA party provides other services for you relating to the compilation report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a dispute.

Fees

Our fees for these services will be \$1,000. The fee estimate is based on anticipated cooperation from your personnel and their assistance with preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the estimated fee for services will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee estimate. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Other Fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance Charges and Collection Expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to Use Financial Information

Annually, we assemble a variety of benchmarking analyses using data obtained through our client engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of City of Windom, Minnesota, Economic Development Authority's information in these cost comparison, performance indicator, and/or benchmarking reports.

December 30, 2016

Subcontractors

CLA may, at times, and with the City's written consent, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign, date, and return a copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our engagement to prepare your financial statements and to perform a compilation engagement with respect to those same financial statements, and the parties' respective responsibilities.

CliftonLarsonAllen LLP



Craig W. Popenhagen, CPA

Principal

Ph. 507-434-7041

craig.popenhagen@CLAconnect.com

094-082822

This letter correctly sets forth the understanding of
City of Windom, Minnesota, Economic Development Authority:

Authorized Signature: _____

Title: _____

Date: _____



Windom, MN

Expense Approval Report By Fund

Payment Dates 12/15/2016 - 12/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	100-20202	17,624.92
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	100-20202	29.48
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	100-20202	8,978.62
					26,633.02
Activity: 41110 - Mayor & Council					
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE MET	100-41110-200	6.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - THINGS RE	100-41110-434	33.21
PJ'S II	20161219	12/20/2016	#0169498 12-9-16 -CITY OF W	100-41110-434	944.37
WINDOM AREA HOSPITAL	20161228	12/28/2016	MMB-STATE OF MINN - PERA	100-41110-480	7,002.00
					Activity 41110 - Mayor & Council Total: 7,985.58
Activity: 41310 - Administration					
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE SUPPLIE	100-41310-200	8.54
SELECTACCOUNT	1169408	12/20/2016	FLEX -ADMIN FEE	100-41310-217	130.50
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41310-321	112.35
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE POSTAG	100-41310-322	1.71
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE POSTAG	100-41310-322	4.56
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE POSTAG	100-41310-322	2.28
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - CITY OFF	100-41310-322	442.19
US BANK	20161121	12/21/2016	CR CARD - #8263 - CRASH PLA	100-41310-326	19.99
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41310-326	73.86
STEVE NASBY	20161219	12/20/2016	EXPENSE - HBC VIDEO MTG	100-41310-334	9.44
BANK MIDWEST	20161215	12/16/2016	NSF-JANNA THOMAS - RIVER	100-41310-480	42.63
BANK MIDWEST	20161216	12/16/2016	NSF-JANNA THOMAS - RIVER	100-41310-480	42.63
BANK MIDWEST	20161221	12/21/2016	NSF - AUTO PAY - JEREMY ZAF	100-41310-480	232.64
BANK MIDWEST	20161222	12/22/2016	NSF - JESSICA KNAKMUHS	100-41310-480	164.32
BANK MIDWEST	20161227	12/27/2016	NSF - CHELSIE RIGGERT	100-41310-480	80.36
BANK MIDWEST	20161227A	12/27/2016	NSF-CHELSIE RIGGERT (W.BAR	100-41310-480	206.48
					Activity 41310 - Administration Total: 1,574.48
Activity: 41410 - Elections					
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - ELECTIO	100-41410-480	32.01
					Activity 41410 - Elections Total: 32.01
Activity: 41910 - Building & Zoning					
INDOFF, INC	2888613	12/19/2016	SUPPLIES	100-41910-200	7.86
INDOFF, INC	2892328	12/19/2016	SUPPLIES	100-41910-200	6.25
CENTURY BUSINESS PRODUCT	353027	12/13/2016	SUPPLIES	100-41910-200	27.10
US BANK	20161121	12/21/2016	CR CARD - #8263 - CASEYS GA	100-41910-212	25.61
US BANK	20161121	12/21/2016	CR CARD - #8263 - LAND USE	100-41910-308	150.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41910-321	100.48
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - P & Z	100-41910-322	17.46
US BANK	20161121	12/21/2016	CR CARD - #8263 - COUNTRY I	100-41910-334	701.44
US BANK	20161121	12/21/2016	CR CARD - #8263 - ARBYS	100-41910-334	8.43
US BANK	20161121	12/21/2016	CR CARD - #8263 - BUFFALO	100-41910-334	15.33
US BANK	20161121	12/21/2016	CR CARD - #8263 - GREEN MIL	100-41910-334	49.92
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - B/Z TIP OVERAG	100-41910-334	-2.80
					Activity 41910 - Building & Zoning Total: 1,107.08
Activity: 41940 - City Hall					
COLE PAPERS INC.	9267918	12/20/2016	SUPPLIES	100-41940-211	105.04
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41940-381	469.90
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41940-382	61.89
MN ENERGY RESOURCES	20161209	12/09/2016	HEATING #0505105084	100-41940-383	496.71
HOMETOWN SANITATION SER	0000218135	12/06/2016	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-41940-385	113.27

Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	2892327	12/20/2016	SUPPLIES	100-41940-406	12.50
Activity 41940 - City Hall Total:					1,344.35
Activity: 42120 - Crime Control					
INDOFF, INC	2886781	12/06/2016	SUPPLIES	100-42120-200	23.78
RITA HACKER	585	12/27/2016	SERVICE - UNIFORMS	100-42120-218	240.00
WINDOM AREA HOSPITAL	294153708	12/21/2016	SERVICE #30005319	100-42120-305	40.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-42120-321	69.21
VERIZON WIRELESS	9776622521	12/21/2016	SERVICE FOR LAP TOPS	100-42120-321	93.53
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - POLICE POSTAG	100-42120-322	8.49
US BANK	20161121	12/21/2016	CR CARD - #8263 - BEST BUY -	100-42120-326	641.19
US BANK	20161121	12/21/2016	CR CARD - #8263 - SIREN WIT	100-42120-404	348.35
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - POLICE REGISTR	100-42120-405	11.00
COTTONWOOD CO AUD/TREA	20161227	12/27/2016	RENT	100-42120-412	1,875.00
FLEET SERVICES DIVISION	2017050003	12/20/2016	SERVICE	100-42120-419	1,679.70
Activity 42120 - Crime Control Total:					5,030.25
Activity: 42220 - Fire Fighting					
US BANK	20161121	12/21/2016	CR CARD - #8263 - SHOPKO - I	100-42220-200	60.90
ALEX AIR APPARATUS, INC	31328	12/13/2016	MATERIALS & EQUIPMENT	100-42220-215	96.00
ALEX AIR APPARATUS, INC	31333	12/13/2016	MATERIALS & EQUIPMENT	100-42220-215	235.00
MUNICIPAL EMERGENCY SER	IN1088567	12/21/2016	MATERIALS & EQUIPMENT	100-42220-215	57.86
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY-VEE	100-42220-308	96.80
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-42220-321	27.88
VERIZON WIRELESS	9776622521	12/21/2016	SERVICE FOR LAP TOPS	100-42220-321	21.14
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - FIRE	100-42220-322	17.46
VERIZON WIRELESS	9776622521	12/21/2016	SERVICE FOR LAP TOPS	100-42220-326	10.02
MUNICIPAL EMERGENCY SER	IN1085894	12/13/2016	MAINTENANCE	100-42220-404	930.00
MN STATE FIRE CHIEFS ASSOC	20161219	12/20/2016	MEMBERSHIP-ORTMANN, STE	100-42220-433	264.00
Activity 42220 - Fire Fighting Total:					1,817.06
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-42500-381	19.19
Activity 42500 - Civil Defense Total:					19.19
Activity: 43100 - Streets					
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-217	60.00
PRAXAIR DISTRIBUTION INC	73895353	12/28/2016	SUPPLIES	100-43100-217	8.60
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-321	56.74
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - STREET	100-43100-322	8.95
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-381	229.10
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-381	3,190.15
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-382	21.06
MIN ENERGY RESOURCES	20161207	12/28/2016	HEATING #0505064121	100-43100-383	438.13
HOMETOWN SANITATION SER	0000218136	12/06/2016	GARBAGE SERVICE - STREET D	100-43100-384	108.13
HOMETOWN SANITATION SER	0000218137	12/06/2016	GARBAGE SERVICE - SQUARE	100-43100-384	46.12
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-43100-385	42.29
COLBERT'S SERVICES	3695	12/27/2016	MAINTENANCE	100-43100-404	140.00
COLBERT'S SERVICES	3708	12/27/2016	MAINTENANCE	100-43100-404	129.63
TOWMASTER	386927	12/14/2016	MAINTENANCE	100-43100-404	255.05
TOWMASTER	387012	12/28/2016	MAINTENANCE	100-43100-404	2.70
DICKS WELDING INC	63161	12/21/2016	MAINTENANCE	100-43100-404	98.40
JERRY'S REPAIR	8727	12/27/2016	MAINTENANCE	100-43100-404	695.11
JERRY'S REPAIR	8733	12/27/2016	MAINTENANCE	100-43100-404	83.62
FORTUNE TRANSPORTATION	WIN-00014565	12/27/2016	MAINTENANCE	100-43100-404	115.00
P.M. REPAIR & DETAILING	4024	12/28/2016	MAINTENANCE	100-43100-405	62.00
Activity 43100 - Streets Total:					5,790.78
Activity: 45120 - Recreation					
US BANK	20161121	12/21/2016	CR CARD - #8263 - BEST WEST	100-45120-217	121.13
Activity 45120 - Recreation Total:					121.13
Activity: 45202 - Park Areas					
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-45202-381	550.52

Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-45202-382	156.60
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	100-45202-385	135.40
BOB'S BIFFYS LLC	3181	12/06/2016	SERVICE	100-45202-480	370.00
Activity 45202 - Park Areas Total:					1,212.52
Fund 100 - GENERAL Total:					52,667.45

Fund: 211 - LIBRARY**Activity: 45501 - Library**

US BANK	20161121	12/21/2016	CR CARD - #8263 - AMAZON S	211-45501-200	33.87
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - LIBRARY SUPPLI	211-45501-217	22.62
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - LIBRARY SUPPLI	211-45501-217	8.55
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	211-45501-321	27.68
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - LIBRARY POSTA	211-45501-322	12.37
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	211-45501-326	65.00
NANCY SAJBAN	20161219	12/20/2016	EXPENSE-SUMMER READING	211-45501-331	167.40
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	211-45501-381	163.11
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	211-45501-382	18.03
MN ENERGY RESOURCES	20161208	12/13/2016	HEATING #0504542703	211-45501-383	401.29
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	211-45501-385	33.75
US BANK	20161121	12/21/2016	CR CARD - #8263 - HOUSE BE	211-45501-433	29.97
US BANK	20161121	12/21/2016	CR CARD - #8263 - MAGNOLIA	211-45501-433	30.00
MN HISTORICAL SOC PRESS	5828003	12/21/2016	SUBSCRIPTION	211-45501-433	20.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - AMAZON B	211-45501-435	31.94
Activity 45501 - Library Total:					1,065.58
Fund 211 - LIBRARY Total:					1,065.58

Fund: 225 - AIRPORT**Activity: 45127 - Airport**

CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - AIRPORT	225-45127-217	19.40
SOUTHWEST MN BROADBAN	20161214	12/20/2016	SERVICE #WIND0010018	225-45127-321	26.60
WINDOM FIRE & SAFETY	0006195	12/28/2016	MAINTENANCE	225-45127-409	65.00
MN VALLEY TESTING	836905	12/28/2016	TESTING	225-45127-409	79.40
Activity 45127 - Airport Total:					190.40
Fund 225 - AIRPORT Total:					190.40

Fund: 230 - POOL**Activity: 45124 - Pool**

CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - POOL	230-45124-322	0.48
US BANK	20161121	12/21/2016	CR CARD - #8263 - BEST WEST	230-45124-334	121.13
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	230-45124-381	9.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	230-45124-382	15.66
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	230-45124-385	27.08
ELITE MECHANICAL SYSTEMS,	2438	12/20/2016	MAINT-REPLACE WADING PO	230-45124-404	5,397.93
Activity 45124 - Pool Total:					5,571.28
Fund 230 - POOL Total:					5,571.28

Fund: 235 - AMBULANCE**Activity: 42153 - Ambulance**

ZOLL MEDICAL CORPORATION	2455281	12/14/2016	SUPPLIES	235-42153-217	431.86
ZOLL MEDICAL CORPORATION	2462323	12/28/2016	SUPPLIES	235-42153-217	93.86
PRAXAIR DISTRIBUTION INC	75291291	12/20/2016	SUPPLIES	235-42153-217	328.66
BOUND TREE MEDICAL, LLC	82340670	12/05/2016	SUPPLIES	235-42153-217	128.00
KIM POWERS	20161219	12/20/2016	EXPENSE - CLOTHING	235-42153-218	108.00
HEATHER JANSSEN	20161219	12/20/2016	EXPENSE - CLOTHING	235-42153-218	108.00
LONDON JOHNSON	20161219	12/20/2016	EXPENSE - CLOTHING	235-42153-218	79.98
MEGAN BRAMSTEDT	20161228	12/28/2016	EXPENSE - EMT CLOTHING	235-42153-218	77.36
RITA HACKER	578	12/20/2016	SERVICE - LONDON JOHNSON	235-42153-218	16.00
WINDOM AREA HOSPITAL	734-0024-11-2016-24	12/21/2016	NURSING STAFF - AMBULANC	235-42153-312	567.52
WINDOM AREA HOSPITAL	734-0046-11-2016-46	12/21/2016	13 FLU VACCINES-AMBULANC	235-42153-312	325.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	235-42153-321	24.85
VERIZON WIRELESS	9776622521	12/21/2016	SERVICE FOR LAP TOPS	235-42153-321	123.49
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - AMBULA	235-42153-322	35.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KIM POWERS	20161218	12/20/2016	EXPENSE	235-42153-334	148.02
APRIL HARRINGTON	20161219	12/19/2016	EXPENSE	235-42153-334	17.40
JUSTIN HARRINGTON	20161219	12/20/2016	EXPENSE	235-42153-334	72.30
WINDOM FIRE & SAFETY	0006194	12/28/2016	MAINTENANCE	235-42153-404	15.00
MN WEST COMMUNITY	206887	12/20/2016	EMT REFRESHER - MARY HOL	235-42153-435	376.06
Activity 42153 - Ambulance Total:					3,076.76
Fund 235 - AMBULANCE Total:					3,076.76

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

INDOFF, INC	2888613	12/19/2016	SUPPLIES	250-46520-200	7.87
INDOFF, INC	2892328	12/19/2016	SUPPLIES	250-46520-200	6.25
CENTURY BUSINESS PRODUCT	353027	12/13/2016	SUPPLIES	250-46520-200	54.18
US BANK	20161121	12/21/2016	CR CARD - #8263 - NAT'L DEV	250-46520-308	1,031.25
US BANK	20161121	12/21/2016	CR CARD - #8263 - GROW OU	250-46520-308	20.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	250-46520-321	100.48
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - EDA POSTAGE	250-46520-322	22.95
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - EDA	250-46520-322	33.74
DREW HAGE	20161215	12/19/2016	EXPENSE - SW INITIATIVE FOU	250-46520-331	70.74
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	250-46520-381	214.89
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	250-46520-382	16.81
MN ENERGY RESOURCES	20161215	12/20/2016	HEATING #0508667309	250-46520-383	63.84
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	250-46520-385	27.35
US BANK	20161121	12/21/2016	CR CARD - #8263 - STRONG T	250-46520-433	25.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - LOOPNET S	250-46520-433	84.95
US BANK	20161121	12/21/2016	CR CARD - #8263 - GODFATHE	250-46520-438	37.38
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - EDA MEETING E	250-46520-438	2.00
Activity 46520 - EDA Total:					1,819.68
Fund 250 - EDA GENERAL Total:					1,819.68

Fund: 254 - NORTH IND PARK

HOLTMEIER CONSTRUCTION I	20161221	12/21/2016	NWIP- STREETS RETAINAGE	254-20210	26,591.69
					26,591.69

Activity: 46520 - EDA

WENCK ASSOCIATES, INC.	11604160	12/28/2016	NWIP COMMERCE BLVD EXT	254-46520-303	45.00
Activity 46520 - EDA Total:					45.00

Activity: 49950 - Capital Outlay

HOLTMEIER CONSTRUCTION I	20161221	12/21/2016	NWIP- TOP SOIL CHANGE ORD	254-49950-500	7,413.25
Activity 49950 - Capital Outlay Total:					7,413.25
Fund 254 - NORTH IND PARK Total:					34,049.94

Fund: 270 - TIF 1-16 GDF DISTRICT

Activity: 46530 - TIF Districts

GDF PROPERTIES LLC	20161227	12/27/2016	TIF 1-16	270-46530-482	863.72
Activity 46530 - TIF Districts Total:					863.72
Fund 270 - TIF 1-16 GDF DISTRICT Total:					863.72

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

US BANK	20161121	12/21/2016	CR CARD - #8263 - GALLS SIRE	401-49950-501	324.84
DGR ENGINEERING	00222051	12/27/2016	2017 STREET IMPROVEMENTS	401-49950-503	14,436.60
Activity 49950 - Capital Outlay Total:					14,761.44
Fund 401 - GENERAL CAPITAL PROJECTS Total:					14,761.44

Fund: 402 - CAPITAL PROJECT

MBS - MULTI-BANK SECURITIE	20161222	12/28/2016	ACH FUNDS TO MBS	402-10400	1,250,000.00
					1,250,000.00

Activity: 49950 - Capital Outlay

FRYBERGER, BUCHANAN, SMI	20161215	12/27/2016	SERVICE: FILE #12336-25-MFS	402-49950-304	10,000.00
GOSEWISCH CONSTRUCTION,	20161130	12/21/2016	WINDOM EMS BUILDING	402-49950-500	716,857.16
Activity 49950 - Capital Outlay Total:					726,857.16

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49960 - Interfund Transfers					
EHLERS & ASSOC., INC.	72387	12/20/2016	SERVICE - MUNICIPAL ADVISO	402-49960-621	23,618.00
Activity 49960 - Interfund Transfers Total:					23,618.00
Fund 402 - CAPITAL PROJECT Total:					2,000,475.16
Fund: 601 - WATER					
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	601-20202	5.16
					5.16
Activity: 49400 - Water					
HAWKINS, INC	3958587	12/13/2016	CHEMICALS	601-49400-216	3,309.00
MIKE HAUGEN	20161227	12/28/2016	EXPENSE - BOOTS	601-49400-217	100.00
MN VALLEY TESTING	841276	12/13/2016	TESTING	601-49400-310	56.25
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-321	49.70
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - WATER POSTAG	601-49400-322	6.45
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - WATER	601-49400-322	72.33
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE POSTAGE-	601-49400-322	236.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-326	60.00
INNOVATIVE SYSTEMS LLC	30251	12/06/2016	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	30400	12/06/2016	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE PROCESSING	601-49400-326	199.46
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-381	5,244.95
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-382	16.38
MN ENERGY RESOURCES	20161212	12/20/2016	HEATING #0505923431	601-49400-383	588.73
HOMETOWN SANITATION SER	0000218139	12/07/2016	GARBAGE SERVICE - WASTEW	601-49400-384	85.04
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-385	29.09
WENCK ASSOCIATES, INC.	11607881	12/28/2016	WINDOM LANDFILL	601-49400-386	3,201.54
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	601-49400-386	151.13
WINDOM FIRE & SAFETY	0006185	12/28/2016	MAINTENANCE	601-49400-404	180.45
US BANK	20161121	12/21/2016	CR CARD - #8263 - NORTON A	601-49400-404	106.87
US BANK	20161121	12/21/2016	CR CARD - #8263 - USA BLUEB	601-49400-404	52.26
DAKOTA SUPPLY GROUP	C678905	12/20/2016	MAINTENANCE	601-49400-408	925.00
Activity 49400 - Water Total:					15,948.63
Fund 601 - WATER Total:					15,953.79
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
BOLTON & MENK, INC.	0197121	12/28/2016	WINDOM/2016 SANITARY SE	602-49450-303	17,481.10
BOLTON & MENK, INC.	0197415	12/28/2016	WINDOM/WW FACILITY PLAN	602-49450-303	24,995.00
BOLTON & MENK, INC.	0197417	12/28/2016	WINDOM/SIU AGREEMENT P	602-49450-303	5,530.00
MN VALLEY TESTING	839628	11/30/2016	TESTING	602-49450-310	223.60
MN VALLEY TESTING	839959	11/30/2016	TESTING	602-49450-310	143.60
MN VALLEY TESTING	840901	12/06/2016	TESTING	602-49450-310	223.60
MN VALLEY TESTING	840999	12/07/2016	TESTING	602-49450-310	143.60
MN VALLEY TESTING	841569	12/28/2016	TESTING	602-49450-310	223.60
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	602-49450-321	157.20
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - SEWER	602-49450-322	72.33
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE POSTAGE-	602-49450-322	236.01
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	602-49450-326	60.00
INNOVATIVE SYSTEMS LLC	30251	12/06/2016	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	30400	12/06/2016	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE PROCESSING	602-49450-326	199.45
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	602-49450-381	9,612.92
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	602-49450-382	477.39
MN ENERGY RESOURCES	20131207	12/13/2016	HEATING #0506646838	602-49450-383	684.01
MN ENERGY RESOURCES	20161212A	12/20/2016	HEATING #0504488160	602-49450-383	60.51
MN ENERGY RESOURCES	20161213A	12/20/2016	HEATING #0506746718	602-49450-383	19.79
WINDOM FIRE & SAFETY	0006185	12/28/2016	MAINTENANCE	602-49450-404	180.45
US BANK	20161121	12/21/2016	CR CARD - #8263 - EBAY INPU	602-49450-404	45.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - PAYAL INPU	602-49450-404	14.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - USA BLUEB	602-49450-404	92.75
US BANK	20161121	12/21/2016	CR CARD - #8263 - USA BLUEB	602-49450-404	80.90

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US BANK	20161121	12/21/2016	CR CARD - #8263 - NORTON A	602-49450-404	106.87
				Activity 49450 - Sewer Total:	62,341.68
				Fund 602 - SEWER Total:	62,341.68
Fund: 604 - ELECTRIC					
TRI-STATE BATTERY CO	1912901017418	12/20/2016	INVENTORY	604-14200	76.89
TRI-STATE BATTERY CO	1912999017827	12/20/2016	INVENTORY	604-14200	166.59
UTILITIES PLUS ENERGY SERVI	11305	12/06/2016	SUBSTATION	604-16300	2,227.50
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	604-20202	24.08
FRANCIS BOSIRE`	20161227	12/27/2016	REF-UTILITY PREPAYMENT	604-22000	300.00
TYLER J KNOTSON	20161228	12/28/2016	REFUND - UTILITY PREPAYME	604-22000	300.00
					3,095.06
Activity: 49550 - Electric					
RAILROAD MANAGEMENT CO	335615	12/21/2016	SUPPLIES - OPERATING	604-49550-217	9,328.99
LOCATORS & SUPPLIES, INC	0251704-IN	12/20/2016	UNIFORMS	604-49550-218	34.80
CMP - CENTRAL MUNICIPAL P	05739	12/20/2016	POWER COST - ENERGY	604-49550-263	68,978.22
CMP - CENTRAL MUNICIPAL P	05739	12/20/2016	POWER COST - TRANSMISSIO	604-49550-263	92,367.34
ZIESKE LAND SURVEYING	20161130	12/08/2016	SERVICE	604-49550-303	100.00
SKARSHAUG TESTING LAB	213986	12/21/2016	TESTING	604-49550-310	444.53
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	604-49550-321	197.19
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - ELECTRIC POSTA	604-49550-322	3.99
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - ELECTRIC POSTA	604-49550-322	0.37
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - ELECTRIC	604-49550-322	4.37
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - ELECTRIC	604-49550-322	74.53
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE POSTAGE-	604-49550-322	236.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	604-49550-326	139.47
INNOVATIVE SYSTEMS LLC	30251	12/06/2016	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	30400	12/06/2016	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE PROCESSING	604-49550-326	199.46
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	604-49550-381	143.08
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	604-49550-382	20.10
MN ENERGY RESOURCES	20161212C	12/28/2016	HEATING #0506419706	604-49550-383	285.30
HOMETOWN SANITATION SER	0000218140	12/06/2016	GARBAGE SERVICE - ELECTRIC	604-49550-384	108.15
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	604-49550-385	36.03
RAGE INC	12-010521	12/20/2016	SERVICE - POWER PLANT	604-49550-406	34.17
US BANK	20161121	12/21/2016	CR CARD - #8263 - LAMPERTS	604-49550-406	58.66
BRAD BUSSA	20161227	12/27/2016	EXPENSE - CLEANING	604-49550-406	185.25
RON'S ELECTRIC INC	133923	12/20/2016	MAINTENANCE	604-49550-408	138.47
RON'S ELECTRIC INC	134075	12/20/2016	MAINTENANCE	604-49550-408	541.90
RON'S ELECTRIC INC	134076	12/20/2016	MAINTENANCE	604-49550-408	640.64
BRENT BROWN	20161227	12/27/2016	EXPENSE -SNOW SHOVEL	604-49550-408	37.57
SCOTT VEENKER	24115	12/28/2016	SERVICE - ELECTRIC	604-49550-408	602.07
ELECTRIC FUND	SO-00213	12/27/2016	TRUCK STOCK	604-49550-408	84.12
MN DEPT OF COMMERCE	1000036252	12/20/2016	3RD Q FY 2017 INDIRECT ASS	604-49550-433	310.63
CMP - CENTRAL MUNICIPAL P	05752	12/20/2016	CONSERVATION	604-49550-450	1,419.00
MN DEPT OF COMMERCE	1000036252	12/20/2016	3RD Q FY 2017 INDIRECT ASS	604-49550-450	950.80
US BANK	20161121	12/21/2016	CR CARD - #8263 - TAKE 3 LED	604-49550-450	4,135.04
US BANK	20161121	12/21/2016	CR CARD - #8263 - TAKE 3 LED	604-49550-450	86.94
US BANK	20161121	12/21/2016	CR CARD - #8263 - TAKE 3 LED	604-49550-450	84.78
GARY & SHARON GIUGLER	201612227	12/27/2016	ENERGY REBATE	604-49550-450	500.00
DUSTIN STEVENS	20161227	12/27/2016	ENERGY REBATE	604-49550-450	1,097.64
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	604-49550-460	24.07
				Activity 49550 - Electric Total:	185,378.57
				Fund 604 - ELECTRIC Total:	188,473.63
Fund: 609 - LIQUOR STORE					
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	609-20202	13,882.00
					13,882.00
Activity: 49751 - Liquor Store					
AH HERMEL COMPANY	619058	12/05/2016	MERCHANDISE	609-49751-217	58.28

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AH HERMEL COMPANY	619443	12/20/2016	MERCHANDISE	609-49751-217	136.68
BREAKTHRU BEVERAGE MN	1080562557	12/05/2016	MERCHANDISE	609-49751-251	4,646.78
DOLL DISTRIBUTING, LLC	133214	12/27/2016	MERCHANDISE	609-49751-251	8,711.80
SOUTHERN GLAZER'S OF MN	1484450	12/14/2016	MERCHANDISE	609-49751-251	4,237.10
PHILLIPS WINE & SPIRITS	2081777	12/06/2016	MERCHANDISE	609-49751-251	9,257.64
JOHNSON BROS.	5598249	12/06/2016	MERCHANDISE	609-49751-251	5,521.52
JOHNSON BROS.	5604136	12/13/2016	MERCHANDISE	609-49751-251	2,961.96
BELLBOY CORP	56459800	12/05/2016	MERCHANDISE	609-49751-251	2,139.93
BEVERAGE WHOLESALERS	631846	12/27/2016	MERCHANDISE	609-49751-251	5,587.35
ARTISAN BEER COMPANY	3142595	12/05/2016	MERCHANDISE	609-49751-252	497.60
ARTISAN BEER COMPANY	3144070	12/13/2016	MERCHANDISE	609-49751-252	259.85
JOHNSON BROS.	5598251	12/06/2016	MERCHANDISE	609-49751-252	43.98
JOHNSON BROS.	5604138	12/13/2016	MERCHANDISE	609-49751-252	144.99
BEVERAGE WHOLESALERS	630949	12/20/2016	MERCHANDISE	609-49751-252	7,563.85
BREAKTHRU BEVERAGE MN	1080562557	12/05/2016	MERCHANDISE	609-49751-253	338.00
SOUTHERN GLAZER'S OF MN	1484451	12/14/2016	MERCHANDISE	609-49751-253	1,286.00
PHILLIPS WINE & SPIRITS	2081778	12/06/2016	MERCHANDISE	609-49751-253	1,566.45
BELLBOY CORP	55728600	12/05/2016	MERCHANDISE	609-49751-253	170.00
JOHNSON BROS.	5598250	12/06/2016	MERCHANDISE	609-49751-253	2,187.89
JOHNSON BROS.	5604137	12/13/2016	MERCHANDISE	609-49751-253	2,505.94
WINE MERCHANTS	7110146	12/06/2016	MERCHANDISE	609-49751-253	72.00
PAUSTIS WINE COMPANY	8571976-IN	12/13/2016	MERCHANDISE	609-49751-253	2,131.03
BREAKTHRU BEVERAGE MN	1080562557	12/05/2016	MERCHANDISE	609-49751-254	66.09
DOLL DISTRIBUTING, LLC	133214	12/27/2016	MERCHANDISE	609-49751-254	45.00
AH HERMEL COMPANY	619443	12/20/2016	MERCHANDISE	609-49751-254	18.24
AMERICAN BOTTLING CO	74280667812	12/06/2016	MERCHANDISE	609-49751-254	111.52
AH HERMEL COMPANY	619443	12/20/2016	MERCHANDISE	609-49751-256	82.28
DOLL DISTRIBUTING, LLC	133214	12/27/2016	MERCHANDISE	609-49751-259	96.70
AH HERMEL COMPANY	619443	12/20/2016	MERCHANDISE	609-49751-261	17.33
PHILLIPS WINE & SPIRITS	2081778	12/06/2016	MERCHANDISE	609-49751-265	82.50
JOHNSON BROS.	5598249	12/06/2016	MERCHANDISE	609-49751-265	429.74
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	609-49751-321	100.06
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - LIQUOR	609-49751-322	1.94
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	609-49751-326	129.47
BREAKTHRU BEVERAGE MN	1080562557	12/05/2016	MERCHANDISE	609-49751-333	93.27
SOUTHERN GLAZER'S OF MN	1484450	12/14/2016	MERCHANDISE	609-49751-333	81.52
SOUTHERN GLAZER'S OF MN	1484451	12/14/2016	MERCHANDISE	609-49751-333	51.25
PHILLIPS WINE & SPIRITS	2081777	12/06/2016	MERCHANDISE	609-49751-333	165.33
PHILLIPS WINE & SPIRITS	2081778	12/06/2016	MERCHANDISE	609-49751-333	58.45
MORGAN CREEK VINEYARDS	4161	12/13/2016	MERCHANDISE	609-49751-333	198.84
BELLBOY CORP	55728600	12/05/2016	MERCHANDISE	609-49751-333	2.84
JOHNSON BROS.	5598249	12/06/2016	MERCHANDISE	609-49751-333	100.20
JOHNSON BROS.	5598250	12/06/2016	MERCHANDISE	609-49751-333	53.44
JOHNSON BROS.	5604136	12/13/2016	MERCHANDISE	609-49751-333	61.25
JOHNSON BROS.	5604137	12/13/2016	MERCHANDISE	609-49751-333	105.23
BELLBOY CORP	56459800	12/05/2016	MERCHANDISE	609-49751-333	34.00
AH HERMEL COMPANY	619443	12/20/2016	MERCHANDISE	609-49751-333	3.95
WINE MERCHANTS	7110146	12/06/2016	MERCHANDISE	609-49751-333	1.67
PAUSTIS WINE COMPANY	8571976-IN	12/13/2016	MERCHANDISE	609-49751-333	28.75
TROY SCHNEEKLOTH	631889	12/28/2016	ADVERTISING	609-49751-340	696.28
KDOM RADIO	KDOM0229161141186	12/27/2016	ADVERTISING	609-49751-340	681.30
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	609-49751-381	506.78
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	609-49751-382	21.81
MN ENERGY RESOURCES	20161212B	12/28/2016	HEATING #0507314125	609-49751-383	155.64
HOMETOWN SANITATION SER	0000218138	12/06/2016	GARBAGE SERVICE - RIVER BE	609-49751-384	96.13
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	609-49751-385	40.56
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	609-49751-460	7.70
BANK MIDWEST	20161227B	12/27/2016	NSF-BRADY JURGENS-RIVER B	609-49751-480	52.47

Activity 49751 - Liquor Store Total: 66,506.15

Fund 609 - LIQUOR STORE Total: 80,388.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 614 - TELECOM					
US BANK	20161121	12/21/2016	CR CARD - #8263 - STROBE/LI	614-16440	587.63
US BANK	20161121	12/21/2016	CR CARD - #8263 - RUNNING	614-16440	188.10
INTERNAL REVENUE SERVICE	20161221	12/21/2016	EXCISE TAX POSTING - DEC 201	614-20201	500.00
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	614-20202	43.38
					1,319.11
Activity: 49870 - Telecom					
INNOVATIVE SYSTEMS LLC	30171	12/28/2016	OPERATING SUPPLIES	614-49870-217	4,000.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - FUSE ALAR	614-49870-227	47.57
US BANK	20161121	12/21/2016	CR CARD - #8263 - CROSS CO	614-49870-227	271.01
POWER & TEL	6109854-00	12/28/2016	MAINTENANCE SUPPLIES	614-49870-227	584.00
ZIESKE LAND SURVEYING	20161130	12/08/2016	SERVICE	614-49870-303	100.00
INNOVATIVE SYSTEMS LLC	30163	12/21/2016	MAP CONVERSION	614-49870-303	4,850.00
INTERSTATE TRS FUND	82580712164	12/19/2016	ASSESSMENT for 499-A FILIN	614-49870-304	179.97
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	614-49870-321	395.78
RUSHMORE INDUSTRIES, INC	20161207	12/28/2016	POSTAGE	614-49870-322	16.80
SECR REV FUND/CITY OF WD	20161215	12/20/2016	PETTY CASH - OFFICE POSTAG	614-49870-322	5.73
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - TELECO	614-49870-322	138.21
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE POSTAGE-	614-49870-322	236.00
INNOVATIVE SYSTEMS LLC	30251	12/06/2016	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	30251	12/06/2016	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	30400	12/06/2016	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	30505	12/06/2016	INVOICE PROCESSING	614-49870-326	199.46
US BANK	20161121	12/21/2016	CR CARD - #8263 - PARK N FLY	614-49870-331	78.10
US BANK	20161121	12/21/2016	CR CARD - #8263 - VALET PAR	614-49870-331	38.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - UBER	614-49870-331	71.76
INNOVATIVE SYSTEMS LLC	30201	12/21/2016	MAPPING ON-SITE TRAINING	614-49870-331	669.89
US BANK	20161121	12/21/2016	CR CARD - #8263 - HMS FOOD	614-49870-334	12.42
US BANK	20161121	12/21/2016	CR CARD - #8263 - STRIPBURG	614-49870-334	52.23
US BANK	20161121	12/21/2016	CR CARD - #8263 - WYNN ENC	614-49870-334	668.64
US BANK	20161121	12/21/2016	CR CARD - #8263 - BURGER KI	614-49870-334	7.77
US BANK	20161121	12/21/2016	CR CARD - #8263 - RADISON B	614-49870-334	317.52
US BANK	20161121	12/21/2016	CR CARD - #8263 - FIRELAKE G	614-49870-334	15.90
US BANK	20161121	12/21/2016	CR CARD - #8263 - EMBASSY S	614-49870-334	262.24
US BANK	20161121	12/21/2016	CR CARD - #8263 - JIMMY JOH	614-49870-334	9.26
STEVE NASBY	20161219	12/20/2016	EXPENSE - HBC VIDEO MTG	614-49870-334	20.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	614-49870-381	2,073.87
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	614-49870-382	17.62
MN ENERGY RESOURCES	20161208A	12/20/2016	HEATING #0507509833	614-49870-383	106.58
HOMETOWN SANITATION SER	0000218141	12/08/2016	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	614-49870-385	29.50
US BANK	20161121	12/21/2016	CR CARD - #8263 - TOWNS ED	614-49870-405	27.00
SCOTT VEENKER	24115	12/28/2016	SERVICE - TELECOM	614-49870-408	2,368.80
MLB NETWORK	07402	12/28/2016	SUBSCRIBER	614-49870-442	969.36
TEGNA	1149-1197	12/28/2016	SUBSCRIBER	614-49870-442	5,060.00
CBS TELEVISION STATIONS	20161130	12/27/2016	SUBSCRIBER	614-49870-442	4,376.90
UNITED COMMUNICATIONS C	20161130	12/28/2016	SUBSCRIBER	614-49870-442	759.00
YOUNG BROADCASTING LLC	20161130	12/28/2016	SUBSCRIBER	614-49870-442	5,771.92
HUBBARD BROADCASTING IN	20161130	12/27/2016	SUBSCRIBER	614-49870-442	6,578.00
CONSOLIDATED COMMUNICA	20161201	12/19/2016	10 GB TRANSPORT - DEC 2016	614-49870-442	2,950.00
DISH NETWORK	20161204	12/19/2016	MONTHLY LOCALS- 12/11 - 1/	614-49870-442	3,400.03
TOWER DISTRIBUTION COMP	559769	12/28/2016	SUBSCRIBER	614-49870-442	498.78
FOX SPORTS	L58104	12/27/2016	SUBSCRIBER	614-49870-442	18,302.44
BTN - BIG TEN NETWORK	L59721	12/27/2016	SUBSCRIBER	614-49870-442	4,269.80
FOX TELEVISION STATIONS, IN	NOV-16	12/27/2016	SUBSCRIBER	614-49870-442	4,832.30
ONVOY VOICE SERVICES	161208008508	12/20/2016	SS7 SERVICES 12/2/16 - 1/1/1	614-49870-445	1,374.93
US BANK	20161121	12/21/2016	CR CARD - #8263 - NETGUAGE	614-49870-447	997.50
US BANK	20161121	12/21/2016	CR CARD - #8263 - DREAMHO	614-49870-447	139.00
CONSOLIDATED COMMUNICA	20161201	12/19/2016	10 GB TRANSPORT - DEC 2016	614-49870-447	5,987.50
ONVOY VOICE SERVICES	161209000114	12/20/2016	SWITCHING SERVICES 12/1/1	614-49870-451	3,892.47

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Payment Dates: 12/15/2016 - 12/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ZAYO BANDWIDTH	20161201	12/20/2016	TRANSPORT 12/1 - 12/31 #11	614-49870-451	381.36
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	614-49870-460	48.59
US BANK	20161121	12/21/2016	CR CARD - #8263 - NETGUAGE	614-49870-480	997.50
Activity 49870 - Telecom Total:					93,775.03
Fund 614 - TELECOM Total:					95,094.14

Fund: 615 - ARENA**Activity: 49850 - Arena**

US BANK	20161121	12/21/2016	CR CARD - #8263 - OFFICE MA	615-49850-200	89.51
HEARTLAND PAPER COMPANY	326185-0	12/19/2016	SUPPLIES	615-49850-211	63.84
US BANK	20161121	12/21/2016	CR CARD - #8263 - CENEX SA	615-49850-212	236.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	615-49850-321	123.80
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - ARENA	615-49850-322	1.45
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	615-49850-326	125.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - BEST WEST	615-49850-334	121.13
WINDOM QUICK PRINT	20161214	12/21/2016	SUPPLIES	615-49850-350	150.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	615-49850-381	7,289.39
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	615-49850-382	370.12
MN ENERGY RESOURCES	20131213	12/20/2016	HEATING #0504094426	615-49850-383	1,237.08
HOMETOWN SANITATION SER	0000218142	12/13/2016	GARBAGE SERVICE - ARENA	615-49850-384	130.88
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	615-49850-385	27.08
RON VOUGHT	670184	12/20/2016	SET OF HOCKEY GOALS	615-49850-404	288.00
DAKTRONICS, INC	6715597	12/20/2016	INS CLAIM - SCOREBOARD	615-49850-406	619.88
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	615-49850-460	147.00
Activity 49850 - Arena Total:					11,020.16
Fund 615 - ARENA Total:					11,020.16

Fund: 617 - M/P CENTER

MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	617-20202	439.31
					439.31

Activity: 49860 - M/P Center

US BANK	20161121	12/21/2016	CR CARD - #8263 - SCHWALBA	617-49860-211	60.01
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY VEE	617-49860-211	21.10
COLE PAPERS INC.	9267918	12/20/2016	SUPPLIES	617-49860-211	361.02
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY VEE	617-49860-217	17.97
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY VEE	617-49860-217	5.98
FREEDOM RIDERS MC	86163	12/20/2016	TENTS & TABLES -PROJECT WE	617-49860-217	1,000.00
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY VEE	617-49860-254	68.43
US BANK	20161121	12/21/2016	CR CARD - #8263 - HY VEE	617-49860-254	3.98
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	617-49860-321	117.59
CMRS - TMS #256704	20161222	12/27/2016	POSTAGE #256704 - M/P	617-49860-322	27.75
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	617-49860-326	60.00
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	617-49860-381	1,060.18
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	617-49860-382	68.85
HOMETOWN SANITATION SER	0000218143	12/06/2016	GARBAGE SERVICE - COMM C	617-49860-384	103.03
ELECTRIC FUND	20161220	12/20/2016	MONTHLY UTILITY & TELECO	617-49860-385	67.87
RAGE INC	12-010522	12/20/2016	SERVICE - COMM CENTER	617-49860-406	61.50
US BANK	20161121	12/21/2016	CR CARD - #8263 - SCHWALBA	617-49860-409	64.00
MN ENERGY RESOURCES	20161212AA	12/20/2016	HEATING #0503741572	617-49860-409	1,101.30
ELECTRIC FUND	50-000212	12/28/2016	COMMUNITY CENTER	617-49860-409	130.44
MN REVENUE	20161214	12/20/2016	SALES TAX - NOV 2016	617-49860-460	148.69
Activity 49860 - M/P Center Total:					4,549.69
Fund 617 - M/P CENTER Total:					4,989.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000991	12/23/2016	Federal Tax Withholding	700-21701	10,855.69
MN Department of Revenue -	INV0000990	12/23/2016	State Withholding	700-21702	4,430.60
Internal Revenue Service-Payr	INV0000992	12/23/2016	Social Security	700-21703	11,931.42
MN Pera	INV0000982	12/23/2016	PERA	700-21704	13,209.83
MN Pera	INV0000983	12/23/2016	PERA	700-21704	5,680.95
MN Pera	INV0000984	12/23/2016	PERA	700-21704	754.66

Expense Approval Report

Payment Dates: 12/15/2016 - 12/28/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN Pera	INV0000985	12/23/2016	PERA	700-21704	20.80
MN State Deferred	INV0000986	12/23/2016	Deferred Compensation	700-21705	5,290.00
MN State Deferred	INV0000987	12/23/2016	Deferred Roth	700-21705	775.00
MN Child Support Payment C	INV0000988	12/23/2016	Child Support Payment	700-21709	606.17
Internal Revenue Service-Payr	INV0000989	12/23/2016	Medicare Withholding	700-21711	3,376.22
SELECTACCOUNT	38324903	12/20/2016	FLEX SPENDING	700-21712	6.00
SELECTACCOUNT	3835101	12/28/2016	FLEX SPENDING	700-21712	2,567.57
AFLAC	318944	12/19/2016	INSURANCE -DEC 2016 - AFTE	700-21715	204.00
AFLAC	318944	12/19/2016	INSURANCE -DEC 2016 - PRE T	700-21716	334.59
MN BENEFIT ASSOCIATION	20161219	12/20/2016	INSURANCE 10/1/16 - PRE TA	700-21717	143.93
MN BENEFIT ASSOCIATION	20161219	12/20/2016	INSURANCE 10/1/16 - AFTER	700-21719	120.46
					60,307.89
Fund 700 - PAYROLL Total:					60,307.89
Grand Total:					2,633,109.85

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	52,667.45
211 - LIBRARY	1,065.58
225 - AIRPORT	190.40
230 - POOL	5,571.28
235 - AMBULANCE	3,076.76
250 - EDA GENERAL	1,819.68
254 - NORTH IND PARK	34,049.94
270 - TIF 1-16 GDF DISTRICT	863.72
401 - GENERAL CAPITAL PROJECTS	14,761.44
402 - CAPITAL PROJECT	2,000,475.16
601 - WATER	15,953.79
602 - SEWER	62,341.68
604 - ELECTRIC	188,473.63
609 - LIQUOR STORE	80,388.15
614 - TELECOM	95,094.14
615 - ARENA	11,020.16
617 - M/P CENTER	4,989.00
700 - PAYROLL	60,307.89
Grand Total:	2,633,109.85

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	26,633.02
100-41110-200	Office Supplies	6.00
100-41110-434	Employee Appreciation	977.58
100-41110-480	Other Miscellaneous	7,002.00
100-41310-200	Office Supplies	8.54
100-41310-217	Other Operating Supplie	130.50
100-41310-321	Telephone	112.35
100-41310-322	Postage	450.74
100-41310-326	Data Processing	93.85
100-41310-334	Meals/Lodging	9.44
100-41310-480	Other Miscellaneous	769.06
100-41410-480	Other Miscellaneous	32.01
100-41910-200	Office Supplies	41.21
100-41910-212	Motor Fuels	25.61
100-41910-308	Training & Registrations	150.00
100-41910-321	Telephone	100.48
100-41910-322	Postage	17.46
100-41910-334	Meals/Lodging	772.32
100-41940-211	Cleaning Supplies	105.04
100-41940-381	Electric Utility	469.90
100-41940-382	Water Utility	61.89
100-41940-383	Gas Utility	496.71
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	113.27
100-41940-406	Repairs & Maint - Groun	12.50
100-42120-200	Office Supplies	23.78
100-42120-218	Uniforms	240.00
100-42120-305	Medical & Dental Fees	40.00
100-42120-321	Telephone	162.74
100-42120-322	Postage	8.49
100-42120-326	Data Processing	641.19
100-42120-404	Repairs & Maint - M&E	348.35
100-42120-405	Repairs & Maint - Vehicl	11.00
100-42120-412	Rentals - Building	1,875.00
100-42120-419	Vehicle Lease	1,679.70

Account Summary

Account Number	Account Name	Payment Amount
100-42220-200	Office Supplies	60.90
100-42220-215	Materials & Equipment	388.86
100-42220-308	Training & Registrations	96.80
100-42220-321	Telephone	49.02
100-42220-322	Postage	17.46
100-42220-326	Data Processing	10.02
100-42220-404	Repairs & Maint - M&E	930.00
100-42220-433	Dues & Subscriptions	264.00
100-42500-381	Electric Utility	19.19
100-43100-217	Other Operating Supplie	68.60
100-43100-321	Telephone	56.74
100-43100-322	Postage	8.95
100-43100-381	Electric Utility	3,419.25
100-43100-382	Water Utility	21.06
100-43100-383	Gas Utility	438.13
100-43100-384	Refuse Disposal	154.25
100-43100-385	Sewer Utility	42.29
100-43100-404	Repairs & Maint - M&E	1,519.51
100-43100-405	Repairs & Maint - Vehicl	62.00
100-45120-217	Other Operating Supplie	121.13
100-45202-381	Electric Utility	550.52
100-45202-382	Water Utility	156.60
100-45202-385	Sewer Utility	135.40
100-45202-480	Other Miscellaneous	370.00
211-45501-200	Office Supplies	33.87
211-45501-217	Other Operating Supplie	31.17
211-45501-321	Telephone	27.68
211-45501-322	Postage	12.37
211-45501-326	Data Processing	65.00
211-45501-331	Travel Expense	167.40
211-45501-381	Electric Utility	163.11
211-45501-382	Water Utility	18.03
211-45501-383	Gas Utility	401.29
211-45501-385	Sewer Utility	33.75
211-45501-433	Dues & Subscriptions	79.97
211-45501-435	Books and Pamphlets	31.94
225-45127-217	Other Operating Supplie	19.40
225-45127-321	Telephone	26.60
225-45127-409	Repairs & Maint - Utilitie	144.40
230-45124-322	Postage	0.48
230-45124-334	Meals/Lodging	121.13
230-45124-381	Electric Utility	9.00
230-45124-382	Water Utility	15.66
230-45124-385	Sewer Utility	27.08
230-45124-404	Repairs & Maint - M&E	5,397.93
235-42153-217	Other Operating Supplie	982.38
235-42153-218	Uniforms	389.34
235-42153-312	Nursing	892.52
235-42153-321	Telephone	148.34
235-42153-322	Postage	35.40
235-42153-334	Meals/Lodging	237.72
235-42153-404	Repairs & Maint - M&E	15.00
235-42153-435	Books and Pamphlets	376.06
250-46520-200	Office Supplies	68.30
250-46520-308	Training & Registrations	1,051.25
250-46520-321	Telephone	100.48
250-46520-322	Postage	56.69
250-46520-331	Travel Expense	70.74

Account Summary

Account Number	Account Name	Payment Amount
250-46520-381	Electric Utility	214.89
250-46520-382	Water Utility	16.81
250-46520-383	Gas Utility	63.84
250-46520-385	Sewer Utility	27.35
250-46520-433	Dues & Subscriptions	109.95
250-46520-438	Meeting Expense	39.38
254-20210	Accrued Expense	26,591.69
254-46520-303	Engineering and Surveyi	45.00
254-49950-500	Capital Outlay	7,413.25
270-46530-482	TIF Payments	863.72
401-49950-501	Capital Outlay - Police	324.84
401-49950-503	Capital Outlay - Streets	14,436.60
402-10400	Investments - Current	1,250,000.00
402-49950-304	Legal Fees	10,000.00
402-49950-500	Capital Outlay	716,857.16
402-49960-621	Fiscal Agent's Fees	23,618.00
601-20202	Sales Tax Payable	5.16
601-49400-216	Chemicals and Chemical	3,309.00
601-49400-217	Other Operating Supplie	100.00
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	49.70
601-49400-322	Postage	314.78
601-49400-326	Data Processing	1,537.46
601-49400-381	Electric Utility	5,244.95
601-49400-382	Water Utility	16.38
601-49400-383	Gas Utility	588.73
601-49400-384	Refuse Disposal	85.04
601-49400-385	Sewer Utility	29.09
601-49400-386	Landfill	3,352.67
601-49400-404	Repairs & Maint - M&E	339.58
601-49400-408	Repairs & Maint - Distrib	925.00
602-49450-303	Engineering and Surveyi	48,006.10
602-49450-310	Lab Testing	958.00
602-49450-321	Telephone	157.20
602-49450-322	Postage	308.34
602-49450-326	Data Processing	1,537.45
602-49450-381	Electric Utility	9,612.92
602-49450-382	Water Utility	477.39
602-49450-383	Gas Utility	764.31
602-49450-404	Repairs & Maint - M&E	519.97
604-14200	Inventory	243.48
604-16300	Improvements Other Th	2,227.50
604-20202	Sales Tax Payable	24.08
604-22000	Prepayments	600.00
604-49550-217	Other Operating Supplie	9,328.99
604-49550-218	Uniforms	34.80
604-49550-263	Merchandise for Resale -	161,345.56
604-49550-303	Engineering and Surveyi	100.00
604-49550-310	Lab Testing	444.53
604-49550-321	Telephone	197.19
604-49550-322	Postage	319.26
604-49550-326	Data Processing	2,083.83
604-49550-381	Electric Utility	143.08
604-49550-382	Water Utility	20.10
604-49550-383	Gas Utility	285.30
604-49550-384	Refuse Disposal	108.15
604-49550-385	Sewer Utility	36.03
604-49550-406	Repairs & Maint - Groun	278.08

Account Summary

Account Number	Account Name	Payment Amount
604-49550-408	Repairs & Maint - Distrib	2,044.77
604-49550-433	Dues & Subscriptions	310.63
604-49550-450	Conservation	8,274.20
604-49550-460	Miscellaneous Taxes	24.07
609-20202	Sales Tax Payable	13,882.00
609-49751-217	Other Operating Supplie	194.96
609-49751-251	Liquor	43,064.08
609-49751-252	Beer	8,510.27
609-49751-253	Wine	10,257.31
609-49751-254	Soft Drinks & Mix	240.85
609-49751-256	Tobacco Products	82.28
609-49751-259	Non- Alcoholic	96.70
609-49751-261	Other Merchandise	17.33
609-49751-265	Merchandise Returned f	512.24
609-49751-321	Telephone	100.06
609-49751-322	Postage	1.94
609-49751-326	Data Processing	129.47
609-49751-333	Freight and Express	1,039.99
609-49751-340	Advertising & Promotion	1,377.58
609-49751-381	Electric Utility	506.78
609-49751-382	Water Utility	21.81
609-49751-383	Gas Utility	155.64
609-49751-384	Refuse Disposal	96.13
609-49751-385	Sewer Utility	40.56
609-49751-460	Miscellaneous Taxes	7.70
609-49751-480	Other Miscellaneous	52.47
614-16440	Motor Vehicles	775.73
614-20201	Excise Tax Payable	500.00
614-20202	Sales Tax Payable	43.38
614-49870-217	Other Operating Supplie	4,000.00
614-49870-227	Utility System Maint Sup	902.58
614-49870-303	Engineering and Surveyi	4,950.00
614-49870-304	Legal Fees	179.97
614-49870-321	Telephone	395.78
614-49870-322	Postage	396.74
614-49870-326	Data Processing	4,441.56
614-49870-331	Travel Expense	857.75
614-49870-334	Meals/Lodging	1,365.98
614-49870-381	Electric Utility	2,073.87
614-49870-382	Water Utility	17.62
614-49870-383	Gas Utility	106.58
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	29.50
614-49870-405	Repairs & Maint - Vehicl	27.00
614-49870-408	Repairs & Maint - Distrib	2,368.80
614-49870-442	Subscriber Fees	57,768.53
614-49870-445	Switch Fees	1,374.93
614-49870-447	Internet Expense	7,124.00
614-49870-451	Call Completion	4,273.83
614-49870-460	Miscellaneous Taxes	48.59
614-49870-480	Other Miscellaneous	997.50
615-49850-200	Office Supplies	89.51
615-49850-211	Cleaning Supplies	63.84
615-49850-212	Motor Fuels	236.00
615-49850-321	Telephone	123.80
615-49850-322	Postage	1.45
615-49850-326	Data Processing	125.00
615-49850-334	Meals/Lodging	121.13

Account Summary

Account Number	Account Name	Payment Amount
615-49850-350	Printing & Design	150.00
615-49850-381	Electric Utility	7,289.39
615-49850-382	Water Utility	370.12
615-49850-383	Gas Utility	1,237.08
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	27.08
615-49850-404	Repairs & Maint - M&E	288.00
615-49850-406	Repairs & Maint - Groun	619.88
615-49850-460	Miscellaneous Taxes	147.00
617-20202	Sales Tax Payable	439.31
617-49860-211	Cleaning Supplies	442.13
617-49860-217	Other Operating Supplie	1,023.95
617-49860-254	Soft Drinks & Mix	72.41
617-49860-321	Telephone	117.59
617-49860-322	Postage	27.75
617-49860-326	Data Processing	60.00
617-49860-381	Electric Utility	1,060.18
617-49860-382	Water Utility	68.85
617-49860-384	Refuse Disposal	103.03
617-49860-385	Sewer Utility	67.87
617-49860-406	Repairs & Maint - Groun	61.50
617-49860-409	Repairs & Maint - Utilitie	1,295.74
617-49860-460	Miscellaneous Taxes	148.69
700-21701	Federal Withholding	10,855.69
700-21702	State Withholding	4,430.60
700-21703	FICA Tax Withholding	11,931.42
700-21704	PERA Contributions	19,666.24
700-21705	Retirement	6,065.00
700-21709	Wage Levy	606.17
700-21711	Medicare Tax Withholdi	3,376.22
700-21712	Flex Account	2,573.57
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	334.59
700-21717	Individual Insurance-MB	143.93
700-21719	Individual Insurance-MB	120.46
	Grand Total:	2,633,109.85

Project Account Summary

Project Account Key	Payment Amount
None	2,632,109.85
Purchases	1,000.00
Grand Total:	2,633,109.85

CA
12-29-16

REQUEST FOR PAYMENT

From: GOSEWISCH Construction, Inc.
 901 Summit Avenue
 Mankato, MN 56001

To: City of Windom
 444 9th Street
 PO Box 38
 Windom, MN 56101

Billing: 5011
 Draw: 3
 Invoice date: 12/28/2016
 Period ending date: 12/28/2016

Contract For: Windom EMS Building

Request for payment:

Original contract amount	\$3,191,500.00
Approved changes	\$46,181.30
Revised contract amount	
Contract completed to date	
Add-ons to date	\$0.00
Taxes to date	\$0.00
Less retainage	\$71,455.31
Total completed less retainage	
Less previous requests	\$1,071,150.61
Current request for payment	
Current billing	
Current additional charges	\$0.00
Current tax	\$0.00
Less current retainage	\$15,078.94
Current amount due	
Remaining contract to bill	\$1,880,031.00

Project: 16-0675
 Windom EMS Building
 Contract date: 9/9/2016
 Architect:
 Scope:

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	46,181.30	
Total approved this Month		
TOTALS	46,181.30	
NET CHANGES by Change Order	46,181.30	

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the City of Windom relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: GOSEWISCH Construction, Inc.

By: [Signature]
 Date: 12-28-16

State Of Minnesota
 County Of Blue Earth

Subscribed and sworn to before me this 28 day of December, 2016
 Notary Public
 My commission expires: Jan 31, 2022



REQUEST FOR PAYMENT DETAIL

Project: 16-0675 / Windom EMS Building Billing: 5011 Draw: 3 Period Ending Date: 12/28/2016 Detail Page 2 of 2 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
1000	General Conditions	304,629.00	123,932.51	23,330.59		147,263.10	48.34	157,365.90	7,363.16
2200	Earthwork	231,487.00	162,935.65	19,100.55		182,036.20	78.64	49,450.80	9,101.82
2500	Asphalt Paving	216,849.00	18,257.52			18,257.52	8.42	198,591.48	912.88
2900	Landscaping	11,700.00						11,700.00	
3310	Concrete	169,110.00	79,345.00			79,345.00	46.92	89,765.00	3,967.25
3420	Precast Concrete	983,400.00	688,380.00	222,502.50		910,882.50	92.63	72,517.50	45,544.13
5122	Steel Erection	17,995.00						17,995.00	
5500	Metal Fabrication	57,270.00		35,644.99		35,644.99	62.24	21,625.01	1,782.25
6000	Rough Carpentry & Blocking	49,530.00						49,530.00	
6400	Architectural Wood Work	48,050.00						48,050.00	
6401	Shelving Allowance	3,000.00						3,000.00	
7210	Insulation	5,465.00						5,465.00	
7460	Cladding	5,551.00						5,551.00	
7500	EPDM Roof & Trims	130,700.00						130,700.00	
7920	Caulking	6,370.00						6,370.00	
8110	HM Doors/Frames/Hardware	51,401.00						51,401.00	
8360	Overhead Doors	64,280.00						64,280.00	
8400	Aluminum Entrances	38,860.00						38,860.00	
9250	Drywall	83,777.00						83,777.00	
9310	Ceramic Tile	18,000.00						18,000.00	
9510	Acoustical Ceiling	19,320.00						19,320.00	
9650	VCT, Carpet & Base	21,212.00						21,212.00	
9900	Painting & Wallcovering	53,400.00						53,400.00	
10000	Specialties	34,674.00						34,674.00	
10400	Signage Allowance	7,500.00						7,500.00	
11170	Bridge Crane & Hoist	8,220.00						8,220.00	
11400	Kitchen Allowance	8,000.00						8,000.00	
15100	Plumbing & HVAC	300,945.00						300,945.00	
15300	Fire Sprinkler System	32,000.00						32,000.00	
16100	Electrical	208,805.00	8,495.00	1,000.00		9,495.00	4.55	199,310.00	474.75
C0101	Sitework CO per soil rec.	46,181.30	46,181.30			46,181.30	100.00		2,309.07
Totals		3,237,681.30	1,127,526.98	301,578.63		1,429,105.61	44.14	1,808,575.69	71,455.31