

BUDGET WORKSHOP
Tuesday, October 19, 2010
City Council Chambers
6:00 p.m.



Council Meeting
Tuesday, October 19, 2010
City Council Chambers
7:30 p.m.
AGENDA

Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes & Budget Workshop Minutes–October 5, 2010
2. Consent Agenda
 - Minutes
 - Airport Commission – October 6, 2010
 - Park & Recreation Commission – October 11, 2010
 - Economic Development Authority – October 11, 2010
 - Library Board – October 12, 2010
 - Utility Commission – October 12, 2010
 - Planning Commission – October 12, 2010
 - Tree Commission – October 13, 2010
 - Correspondence
 - Cottonwood County Assessor – Minnesota Energy Tax Court Petition
 - Minnesota Management & Budget – Pay Equity Compliance
3. Department Heads
4. License Application – Laker Grill –Authorization to Dispense Intoxicating Liquor
5. Resolution Accepting Donation
 - Memorial Dedicated to Russell Englehorn
 - Balzer Manufacturing and Scott Veenker - Pump & Labor Donation
6. Planning Commission Recommendation – Conditional Use Permit - 93 12th Street
7. EDA Recommendation – Petition to Amend Enabling Resolution
 - Set Public Hearing for November 16, 2010



8. Resolution of Appreciation – Aaron Backman, EDA Executive Director
9. Community Center Commission Recommendations
 - Liquor Provider
 - Red Cross Agreement
10. Utility Commission Recommendation
 - Good Samaritan Society - Sanitary Sewer Dedication
 - Windom Area Hospital Generation Agreement
11. Storm Sewer - 18th Avenue Estimate of Probable Cost
12. Resolution - 2011 Camping & Ice Fees
13. Personnel Committee Recommendation – 1% COLA Increase Supervisory Employees
14. Regular Bills
15. Unfinished Business
16. New Business
17. Council Concerns
18. Adjourn

**Council Meeting
Windom City Hall, Council Chamber
October 5, 2010
7:30 p.m.**

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

2. Roll Call: Mayor: Kirby Kruse

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

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Brigitte Olsen, Assistant City Administrator; Al Baloun, Recreation Director; Tim Hacker, Ambulance Director and Terry Glidden, Telecom

Public Present: Dirk Abraham and Rahn Larsen

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Ray second by Maricle, to approve the City Council minutes from September 21, 2010. Motion carried 5 – 0.

5. Consent Agenda:

Kruse said that minutes were received from the following Boards\Commissions:

- Telecommunications Commission – September 21, 2010
- Community Center Commission – September 27, 2010
- Street Committee – September 29, 2010

Correspondence from the U.S. Army Corps of Engineers was also received.

Motion by Fast second by Ray, to approve the consent agenda. Motion passed 5 - 0.

6. Department Heads:

Al Baloun, Recreation Director, presented a quote for roof repair work for the Windom Arena. This item had been previously discussed at the budget work shop. The condition of the roof had been deteriorating and may have sustained additional damage due to the heavy snows this winter. The heavy rains last week highlighted the leakage with the roof. To protect the facility from additional damages the roof needed to be repaired as soon as

possible. A quote for repair work was solicited from Bargaen Incorporated amounting to \$39,856.25 which included the use of the City's bucket truck.

Motion by Messer, second by Maricle, to approve the acceptance of the bid for \$39,856.25. Motion passed 5 – 0.

7. License Applications:

Kruse said that an application for a Game of Skill license to Windom Happy Chef\C&N Sales has been received.

Motion by Maricle, seconded by Fast, to approve the Game of Skill license for Happy Chef as presented. Motion carried 5 – 0.

8. Resolution Declaring a State of Emergency – Excessive Rainfall\Flooding:

Nasby said that FEMA requires a local emergency declaration for assistance programs. Powers read the resolution.

Council member Powers introduced the Resolution No. 2010-33 entitled “RESOLUTION DECLARING A STATE OF EMERGENCY” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Maricle, Messer, Powers, Ray and Fast. Nay: None. Absent: None. Resolution passed 5 – 0.

9. Letter of Engagement – 2010 City Audit:

Nasby said that Dennis Rick, LTD had done the City's audit for a number of years and recently took over the Telecom audit as well. The proposal for 2010 was for \$28,000, which was the same as last year.

Motion by Messer, seconded by Powers, to approve the letter of engagement for the 2010 audit between the City of Windom and Dennis Rick, LTD. Motion carried 5 – 0.

10. Ambulance Department – Equipment Proposal:

Tim Hacker, Ambulance Director, said that the department is in the process of purchasing a new ambulance as part of its regular fleet rotation. The rig to be replaced has a 1996 box and 2004 chassis with 125,000 miles. The quote for the new rig is for a newer, refurbished box and new 2010 chassis. The unit being replaced would be traded in and that was part of the price quote. The new ambulance box will be slightly larger to accommodate the needs of the EMTs. The price quote is for \$105,578.

Nasby said that the cost will be paid out of the Ambulance Fund's cash account as they have a sufficient balance to pay for it in 2010.

Messer asked if the new rig will fit within the garage. Hacker confirmed that it will.

Motion by Messer, second by Ray, to approve the acceptance of the bid for \$105,578 from Arrow for the purchase of the new ambulance. Motion passed 5 – 0.

11. Resolution Accepting Donation – Windom Arena Booster Club:

Council member Powers introduced the Resolution No. 2010-34 entitled “AUTHORIZATION TO ACCEPT A DONATION FROM THE WINDOM ARENA BOOSTER CLUB” and moved its adoption. The resolution was seconded by Maricle and on roll call vote: Aye: Messer, Powers, Ray, Fast and Maricle. Nay: None. Absent: None. Resolution passed 5 – 0.

Kruse asked Powers to read the resolution accepting the donation of 40 chairs for the Community Room with a value of \$909.

12. Regular Bills:

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

13. Unfinished Business:

None.

14. New Business:

None.

15. Council Concerns:

Ray thanked the Ambulance and Firefighters for their work during the evacuation of households on Lakeview Avenue due to the gas leak.

Powers thanked all of the City employees for their hard work and efforts in responding to the excessive rainfall and flooding event experienced this last week.

Nasby also thanked the City employees for all of their work and long hours related to the flooding in Windom.

16. Adjourn:

Meeting adjourned by unanimous consent at 7:42 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

Preliminary

**SPECIAL CITY COUNCIL – Budget Workshop
MINUTES
City Hall, Council Chamber
October 5, 2010
6:00 p.m.**

1. Call to Order: The meeting was called to order by Mayor Kirby Kruse at 6:00 p.m.

2. Roll Call: Mayor: Kirby Kruse

Council Members: Brad Powers, Corey Maricle, Robert Messer and JoAnn Ray

Council Members Absent: Jean Fast

City Staff Present: Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Mike Haugen, Water\Wastewater Superintendent; Al Baloun, Recreation Director; Dan Olsen, Telecom Manager; Gene Lenning, Liquor Store Manager; Jim Kartes, Building Official and Aaron Backman, EDA Executive Director

Public Present: Rahn Larsen, Dirk Abraham and Frank Dorphinghaus

3. 2011 Budget Workshop –

Mayor Kruse said that the presentations by the Departments are to review the preliminary budget information, discuss the changes from the prior year and to identify any capital items for consideration.

Presentations by the following Departments or Funds were made regarding their 2011 budget requests for operational expenses and capital items. The City Council had discussions and questions for the presenters on their various budget requests.

Arena – Roof Repair
Water
Wastewater
Liquor
Telecom
Planning & Zoning
Economic Development Authority
Mayor\Council
Elections
City Office

City Hall
Emergency Management

4. Adjourn:

Kruse adjourned the meeting by unanimous consent.

Meeting adjourned at 7:15 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

Windom Airport Commission Minutes
October 6, 2010

The Windom Airport Commission met on October 6, 2010, at 8:30 a.m. at the Windom Airport. Members present were Marlyn Bartsch, Brian Underwood, Stan Wendland and Gerri Burmeister. Members absent: Merle Wall, Scott Fredin, John Holt and Liaison Mayor Kirby Kruse. Others Present- City Staff: Steve Nasby, Denise Nichols, Engineer Craig Mueller from Wenck Associates.

Vice Chairman Brian Underwood called the meeting to order.

1. **Approve Minutes:** Minutes from July 12, 2010, were reviewed. Motion by Wendland, seconded by Burmeister, to approve the minutes as written. Motion passed 4 ayes, 0 nays.
2. **Storm Water Pollution Protection Plan:** Engineer Craig Mueller reviewed the highlights of the SWPP Plan with the Commission. The plan was due September 1, 2010, and was submitted on time.

The SWPP Plan permit is for five years and requires monthly inspections. A standard inspection form must be completed each month and records must be kept on site. During the second year, storm-water sampling must be completed for one year. Two of the monthly inspections must be completed during a run-off event. The monthly sample results will be averaged and if the samples do not exceed the required standards, testing is complete for the remainder of the five-year permit period. Mueller did not anticipate issues with the sampling. Annual reporting is due March 31st of each year.

All airport staff must be trained regarding protocol of the plan for spill response and maintenance. New employees must be trained within 30 days. Wenck could create a training program at no charge for the airport employees. The training would take about 30 minutes for each employee to complete.

Motion by Bartsch, seconded by Underwood, to approve the invoice from Wenck Associates in the amount of \$2,885.50 for the completion of the SWPP Plan. Motion passed 4 ayes, 0 nays.

3. **Capital Improvement Plan Update:** Engineer Craig Mueller updated the Commission regarding the annual CIP meeting with FAA and MN DOT Representatives. All costs on the CIP plan were updated with current concrete costs. The mower has been approved and the City can obtain quotes for the mower.
4. **Consultant Selection:** The Commission reviewed the three responses to the Request for Qualifications that were received. Following discussion of the responses the Commission agreed to have Airport Manager/Vice Chairman Underwood contact references and report to the Commission. The Commission agreed to meet in two weeks to review the information obtained.
5. **Other Business:** None
6. **Adjourn:** By unanimous consent, the meeting was adjourned at 9:45 a.m.

Brian Underwood, Vice Chairman

Attest: _____
Steve Nasby, City Administrator

**PARK AND RECREATION COMMISSION MEETING
MINUTES OCTOBER 11, 2010**

1. Call to Order: The meeting was called to order by Terry Fredin at 5:17p.m. in the council chambers at city hall.
2. Roll Call:
Commission Present: Sherri Zimmerman, Terry Fredin, Kay Clark, & Jeff LaCanne
Commission Absent: Angie Blanshan
City Staff Present: Recreation Director Al Baloun & Park Superintendent Bruce Caldwell
Council Liaisons: Corey Maricle attending, JoAnn Ray absent
Public: None
3. Approve Agenda
Motion by Clark, seconded by LaCanne to approve agenda
Motion Carried Unanimous
4. Approve Minutes, September 13, 2010
Motion by Clark, seconded by LaCanne
Motion Carried Unanimous
5. Park Superintendent-Bruce Caldwell
 - a. Campground Fees:
The commission discussed raising the camping fees from \$8.00 per/night to \$10.00 in order to cover budget shortages, maintenance, increase of waste & higher electrical usage.
Rates at other campgrounds in our area range from \$15.00- \$32.00 per night. Because we don't have a good restroom/shower facility our fees have been lower than other area campgrounds.
Motion by Clark, seconded by LaCanne to raise the daily campground fee at Island Park to \$10.00 in 2011.
Motion Carried Unanimous
 - b. Island Park September Flood Discussion: Caldwell estimated the lost revenue for the campground due to the flooding will run \$1,840.00 for twenty three days it was closed. Total estimated cost for repairs in the park will run around \$12,500.00-\$17,000.00. This includes, replacement of agra lime in the two softball fields, replace all the engineered wood fiber chips in the playground, aggregate in the parking lots, general cleanup and repairs in the park. The water has not reseeded enough as of yet to see if there was any further damage to the Dam or rip rap areas.
 - c. Arena 2010 Horse Shows Annual Report: Caldwell handed out the annual expense report to the commission. The costs are for street department labor and equipment used to get the rink ready for shows plus hauling out the used bedding during the season. This year they had 51 hours of labor along with equipment costing \$5,410.00 which is approximately 1/3 less than 2009. These costs are paid directly out of the street department budget not the arena.

2005 Total Hours All Shows 104 1/2	2005 Total Expense Street Dept \$9,097.50
2006 Total Hours All Shows 87	2006 Total Expense Street Dept \$7,610.00
2007 Total Hours All Shows 48	2007 Total Expense Street Dept \$4,230.00
2008 Total Hours All Shows est 41	2008 Total Expense Street Dept Est Only \$5,500.00
2009 Total Hours All Shows 72	2009 Total Expense Street Dept \$7,465.00
2010 Total Hours All Shows 51	2010 Total Expense Street Dept \$5,410.00

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- d. 2010 Annual Report for Picnic Table Rentals & Shelter Reservations; In 2010 the park department rented 166 tables and we had 16 shelter house reservations all totaling \$2,820.00. This revenue was up slightly from 2009 but down \$300-400.00 from 2008 & 2007 seasons.

Caldwell said he received a few complaints about the \$80.00 reservation fee for shelters so he checked with other communities and they are charging \$40.00-80.00. Caldwell explained that when someone reserves a shelter that fee holds the facility for them specifically. Depending on the day of the reservation park staff will clean the shelters and adjacent restrooms. If the reservation is on the weekend, staff will do the cleaning on the Friday prior as the department does not have a weekend worker. The commission unanimously agreed not to lower the shelter reservation fee.

7. Recreation Director's Report- Al Baloun

- a. Arena Concessions Room Improvements Update; volunteers from the Hockey Association started demolition the week of September 20th and the project is on going.
- b. Arena Roof; the commission was updated concerning the roof repairs. At the City Council budget meeting on October 5, 2010 Baloun received approval to move ahead with the repairs costing just under \$40,000.00. The contractor for the repairs will be Bargen Incorporated. Proposal was signed and returned to Duane Hooge, Bargen Inc.
- c. Fall Recreation; all fall recreation programs were completed the week of October 4th. The commission discussed in detail the possibility of tackle football being offered through the school in 2011 for the younger age groups. It is felt that if this becomes a reality the city's recreation flag football program will suffer dramatically as there isn't enough area youth to support both programs.
- d. 2010-2011 Ice Season; Arena staff worked quickly and got main ice rink ready to make ice. On September 29th the system was started. Due to the warm air temperatures the last couple weeks the ice making system has been working much harder than previous years. With only a couple minor issues to date, Baloun said he is hopeful the ice will be ready for usage on October 18th.
- e. Figure Skating Sizing; The Figure Skating Club officials have contacted their user group letting them know of the deadline for skate sizing and of the new ruling for parties coming in after that date being charged a late fee. Baloun said he has also made some calls accordingly to past skate renters.
- f. Camper/boat/vehicle Storage; Baloun said beings his staff has been working on getting the ice rink up and running. They haven't had time to get the barns ready for storage as of yet. He will be contacting the sentence to serve program to see if they would be willing to help get the buildings ready for storage.
- g. Al will be attending the National Recreation and Parks Association National Conference in Minneapolis October 25-29,2010.

8. Open Mike: None

Meeting Adjourned at 6:12 P.M.

Next Park & Recreation Meeting November 8, 2010 5:15 p.m. Council Chambers

**ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
OCTOBER 11, 2010**

1. Call to Order: The meeting was called to order by President Slette at 12:03 p.m.
2. Roll Call & Guest Introductions:
EDAWN Commissioners: Trevor Slette, Juhl Erickson, Corey Maricle, Bob Messer, and Sally Larson.
Also Present: EDA Staff – Aaron Backman, Executive Director, and Mary Hensen, Adm. Asst.; City Administrator Steve Nasby; and WADC Liaison Lisa Fredin.
3. Approval of Minutes:
Motion by Commissioner Messer, seconded by Commissioner Maricle, to approve the Minutes of the EDA Meeting held on September 13, 2010. Motion carried 4-0.
(Commissioner Larson arrived after this vote.)
4. Report on Sale of Tax-Forfeited Property – 344 11th Street: Director Backman reported on the sale of this property which was conducted by Cottonwood County Auditor at the Courthouse on September 15, 2010. The property was purchased by Scott Rocker for the sum of \$8,000.00. Mr. Rocker is presently removing some old carpeting and damaged ceilings. It is anticipated that roof repairs and plumbing and electrical upgrades will need to be completed to bring the building up to code for use as a rental property.
5. Grocery Store Update: Director Backman updated the Board concerning communications since the August 2, 2010, announcement of the closing of the Sunshine Store. A representative of a grocery store chain was in Windom on September 23, 2010, and met with Director Backman and City Administrator Nasby. He and his wife then toured Windom and visited possible sites for a new grocery store. The representative was most impressed with the Towlerton site because of its location at the junction of two highways and the size of the available space. Since that time, Director Backman received an e-mail indicating that the company's real estate committee met and reviewed possible locations for new stores. However, the Windom location was not on their two-year plan. Director Backman and City Administrator Nasby will be contacting the representative for more specifics on the company's additional requirements to consider placing a store in Windom.
6. Modification of Commissioners' Terms – Discussion: In the Spring of 1995, the Windom City Council established the Economic Development Authority of Windom (the EDA) through an "Enabling Resolution". On September 15, 1998, the City Council adopted Resolution #98-23 that amended earlier City Council resolutions. Pursuant to the resolutions, the EDA's membership consisted of five commissioners including two members from the Windom City Council. At Large Commissioners served three-year terms and were limited to two consecutive terms. It has come to light, following discussions with the City Attorney, that the City's enabling resolution does not coincide with State law (Minnesota Statutes Section 469.095) which states that EDA commissioners "shall" be appointed for six-year terms. It is necessary that Resolution #98-23 be amended by the City Council to conform to Minnesota Statutes regarding the length of EDA commissioner terms. After further discussion, the following action was taken.

Motion by Commissioner Messer, seconded by Commissioner Maricle, authorizing the EDA to submit a petition to the Windom City Council: (1) requesting a public hearing on

November 16, 2010, to consider the amendment of Resolution #98-23, and (2) requesting amendment of Section 5.C. of Resolution #98-23 as follows:

5.C. The initial terms for commissioners at large shall be for one, two and three years, respectively, and shall be extended to December 31st of the applicable year. At large commissioners shall thereafter be appointed for six-year terms. In compliance with this provision, the terms of the at large commissioners in office as of December 31, 2010, shall be extended as follows: The term ending December 31, 2010, shall be extended until December 31, 2013; the term ending December 31, 2011, shall be extended to December 31, 2014; and the term ending December 31, 2012, shall be extended to December 31, 2015. Thereafter, at large commissioners shall serve no more than one six-year term. However, in the event that an at large commissioner is appointed to fill a vacancy on the Commission for a period of less than 36 months, said commissioner may be re-appointed to serve a full six-year term. Elected officials shall serve for the term of their elected office.

Motion carried 5-0.

7. MIRC Committee Update: On October 7, 2010, two presentations were given to the MIRC Steering Committee. The first presentation was given by Hans Muessig, MIRC Program Director, with the University of Minnesota Extension Center for Community Vitality. His presentation focused on opportunities for business training. The second presentation was given by Cole Eklund of the Corporate Sales Department for Atomic Learning. Atomic Learning supplies an educational program for Grades K-12 and a program for business applications, known as Atomic Training, which provides tutorials on many types of computer software. As part of the MIRC Program, Denise Nichols will be attending a required Blandin workshop on October 13 and 14, 2010. The deadline for organizations to submit proposals to the MIRC Steering Committee requesting funding is November 1, 2010.
8. Unfinished and New Business: (a) Director Backman updated the Board concerning recent meetings he has attended. (b) He further advised that the farm lease for the North Windom Industrial Park has been signed for the 2011 crop year and includes a \$2.00/acre rent increase. The Tenant, Scott Veenker, has been excellent to work with concerning rental of this farmland. (c) Director Backman attended the National Governors Association Forum and the 15th Annual Minnesota Development Conference in St. Paul on September 29 and 30, 2010. (d) The discussions are continuing with Big Game concerning a possible expansion.
9. Miscellaneous Information
 - A. Monthly Budget Recap: The Board received copies of the monthly budget report for August, 2010.
 - B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending August 31, 2010.
10. Adjourn: By consensus, President Slette adjourned the meeting at 12:47 p.m.

Sally Larson, Secretary-Treasurer

Attest: _____
Aaron Backman, Executive Director

Windom Library Board Meeting
Windom Library
October 12, 2010
5:05 p.m.

1. Call to order: The meeting was called to order by Jan Johnson at 5:10 p.m.
2. Roll Call:
 - Members Present: Kathy Hiley, Mary Erickson , Anita Winkel, Beth Fleming, Charles Reid, and Jan Johnson
 - Members Absent: John Duscher
 - Library Staff Present: Joan Hunter
 - City Council Member Present: None
3. Agenda and Minutes

Motion by Charles Reid, seconded by Mary Erickson to approve the Agenda and the Minutes.
4. Financial Report:

Motion by Kathy Hiley and seconded by Beth Fleming to approve the Financial Report.
5. Librarians Report:

Joan reported that she will be presenting the 2011 budget to the city council next week. The total 2011 budget proposal is the same dollar total as the 2010 budget with some increases and decreases for certain categories.

Joan has been pulling lots of books as the shelves are overflowing. Old audio cassettes of abridged books have been pulled. Joan will have the Sentenced to Serve workforce come and carry them to the basement.

Joan reported that Dawn hosted 15 children from ECFE last week and had 15 kids for story time on Friday. The attendance for story time is a much larger group than she has experienced the last few years. Dawn is offering Friday story times every other Friday.

Motion by Anita Winkel and seconded by Charles Reid to approve the librarian's report.
6. Old Business:

Joan will be getting prices for new shelving to replace old shelving from Dan Fossing. Funds are available from the Myrtle Stroud estate.

The library has hot water again. A new water heater was installed recently and an electrician had to come to finish the installation as this water heater was shorter than the old one.
7. New Business:

None

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Mary Erickson, seconded by Beth Fleming to adjourn.

Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
October 12, 2010

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m., on October 12, 2010 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson Pro-Tem: Keith Bloomgren,

Members Present: Chris Johnson

Member Absent: Mike Schwalbach

City Council Liaison: Jean Fast (Arrived at 10:45 a.m.)

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

Others Present: Craig Mueller, Wenck Associates; Robert & Mary Hanson, Bob Christopherson, and Mary Weppelo

APPROVE MINUTES

Motion by Johnson, seconded by Bloomgren, to approve the August 25, 2010 minutes as presented. Motion carried 2-0.

WATER WASTEWATER ITEMS

Highway 60/71 Corridor Water Main Relocation Follow Up: Haugen said that the City of Windom has experienced several water leaks in the water mains located within Highway 60/71 corridor. Because of this situation Haugen has requested relocating the main between 3rd Avenue to 7th Avenue. The property owners in attendance, Robert and Mary Hanson and Bob Chrisopherson had concerns that the entire cost of the project should be absorbed by the City of Windom, as it was not a benefit to them as they have city water at the present time.

Hanson also feels that most of the dirt work would be done on their property as the Freedom gas station is located right next to their property, and there is not enough room on that property, and their tree in the front yard will be compromised again, and they don't want to lose the tree.

The Commission directed staff to review what costs Christopherson paid for the completion of his portion of the project. Staff was also directed to find out what Hanson's were assessed for in 1995, as Hanson's have an assessment letter dating back to that time period.

Dedication of Sewer Main from Good Samaritan Center – 6th Street: The Evangelical Lutheran Good Samaritan Society, d/b/a, Good Samaritan Society-Windom recently completed an extension of the sanitary sewer line in the right-of-way on the 6th Street portion of their property. This sewer main has been built to the City of Windom's design and specifications, and The Good Samaritan Society would like to dedicate this sewer main to the City of Windom.

Motion by Johnson, seconded by Bloomgren, to accept the sewer main in the right-of-way on the 6th Street portion of their property. Motion carried 2-0.

Iowa Lakes Sewer Connection – Fish Lake: Haugen said that Iowa Lakes Regional Water is requesting a blanket authorization that would be limited to individuals who both reside on the discharge route, and are outside of the City of Windom's service area. At the present time Scott Potter is requesting wastewater service at 43661 County Road 26, Windom, MN.

Chris Johnson said that he would like to declare that he is related to Scott Potter.

Discussion was held by the commission that they would not be willing to have a blanket policy to have Iowa Lakes Regional Water provide residence on the discharge route, and outside of the City of Windom's service area.

Motion by Bloomgren, seconded by Johnson, to give written authorization to allow Scott Potter at 43662 County Road 26, Windom, MN, to connect to the wastewater discharge system being installed by Iowa Lakes Regional Water. The Utility Commission also stated that each individual must return to the board for such authorization. Motion carried 2-0.

Staffing Discussion: Haugen informed the Utility Commission that he has approximately one month detailed job duties for the Water and Wastewater Department at the present time, and would like to bring the staffing issue to the committee at their next regular scheduled meeting when he has more information.

OTHER WATER / WASTEWATER ITEMS

National Pollutant Discharge Elimination System/State Disposal System (NPDS): Haugen said that he had received the final NPDS permit. Haugen said that no phosphorous limits were imposed in the permit, but that seventeen (17) additional tests have been mandated by his department. This procedure consists of drawing samples, and having them sent to Minnesota Pollution Control Agency (MPCA) for further testing. The only special

requirement was a “Conditional Exclusion for No Exposure” which Windom’s facility is in compliance with.

September 2010 Flood: Haugen said that during the rainfall, on one day they pumped 4.3 million gallons of wastewater, which maxed out the Wastewater Treatment Plant. Haugen said that he had help from Scott Veenker & Balzer Manufacturing for both labor and equipment. Haugen said that a 6” pump may be necessary for a future flood event. The cost of this pump is approximately \$30,000 - \$40,000. Additionally, a couple of 2,000 gallons per minute pumps could also help and the cost of these is significantly less. Haugen said that he would bring more information to the next meeting.

The committee was in agreement that staff may want to coordinate a plan to find out who has portable pumps and tractors, and are available to help the City of Windom in case of emergencies. Nasby said the FEMA site has equipment listed that is accessible through the Emergency Management director.

Main Lift Station: Haugen informed the commission that Wenck and Bolton Menk will have proposals for replacing the Main Lift Station at the next meeting.

Bio-Solids: Haugen said that approximately 1,000 loads of bio-solids have been hauled out of the wastewater treatment plant, and this project has been completed.

Well #2 and Well #3: Haugen said that well #2 and #3 are going to be getting regular maintenance.

Discussion on a Rate Increase for Water & Wastewater: Nasby said that the last rate increase for Water & Wastewater was in 2008, and the increase at that time was to the base rate. Nasby said that the minimums are not covering our debt service. Haugen reviewed the Cubic Feet usage relating to number of customers in each category that was presented to the commission.

The Utility Commission requested that staff put together costs for several options on increases.

ELECTRIC ITEMS

Generation Agreement with Windom Area Hospital: Grunig said that in 2005 the City of Windom entered into a “Generation Agreement” with the Windom Area Hospital, where the Electric Utility could call upon the Hospital’s generator to provide capacity (control peak and shed load) in times of high demand/high cost electric energy from the Real Time MISO Energy Market.

Grunig said that this agreement should be terminated based on the following:

- New rules governing generator emissions (National Emissions Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines, NESHAP Rice) now make this “Generation Agreement” between the Windom Utilities and the Windom Area Hospital economically unfeasible for the final year of the Agreement (2011).
- Equipment costs to meet the NESHAP RICE regulation and to continuously monitor air emissions required to maintain the non-emergency status of the Hospital’s generator for use by the Electric Utility in demand response and peak shaving goes beyond the real value to either the Utility or the Hospital.

Motion by Johnson, seconded by Bloomgren, to recommend to the City Council that the Generation Agreement between the Windom Area Hospital and the Windom Utilities be terminated. Motion carried 2-0.

Electric Sales and Purchase-Historic Information: Grunig reviewed the historic monthly wholesale purchases and sales. Grunig said that July and August 2010 were the second and third historic highest monthly wholesale purchases in dollars, and August 2010 was the highest Kwh sales, and July 2010 was the 4th highest Kwh sales. This information followed through highest demand and retail sales in both Kwh’s and retail sales.

Dodd-Frank Wall Street Reform and Consumer Protection Act: Grunig informed the Commission that this act encompasses the buying and selling of commodities including electricity and the regulations that pertain. Because of unknown impact to Municipal Utilities, Grunig filed a petition with the US Commodity Futures Trading Commission to continue to rely on the exemptions set forth in 2(h) of the Commodity Exchange Act for a period of one year after the Effective Date of the Dodd-Frank Act, or for such other period as the Commission deems appropriate.

2011 Energy Conservation Program: Grunig outlined the criteria for “Central Air Bonus Bucks”. Grunig also said that the criteria must be met before the Air Conditioner is installed. The requirements are as follows:

- Must be a customer of Windom Municipal Utilities
- Current central air conditioner must be a working unit and be at least 12 years old
- New air conditioner must be purchased between April 1, 2011 – June 30, 2011
- New air conditioner must be Energy Star and meet the guidelines listed below
- Limited number of rebates available
- Utility reserves the right to load control unit

Bonus incentives for a qualifying 14.5 Seer and up to 16 Seer is \$500, and a qualifying unit over 16 Seer is \$600.

OTHER ELECTRIC ITEMS

CMPA ANNUAL MEETING: Grunig reminded the Utility Commission of the annual CMPA Meeting held in Mankato on October 21, 2010.

WAPA HYRO POWER UPDATE: Grunig said that the Missouri River Basin has had the third highest water run off in history.

Come Home to Comfort: Grunig directed the Commission to a flyer that was included in the Utility bills this month indicating the programmable thermostats are a "Real" energy conservation method.

REGULAR BILLS

Motion by Johnson, seconded by Bloomgren, to approve payment of the Wenck Associate bills in the amounts of \$57.00 and \$1,819.78. Motion carried 2-0.

OLD BUSINESS

None

NEW BUSINESS

Nasby directed the Utility Commission to the information in their packet from Tyler Technologies. This information is a proposal for a new Utility and Financial Management System Proposal. Nasby also said that he has written a letter to terminate the present Utility billing vendor. This would enable us to discontinue that service if we would decide to do so. If the letter to terminate that contract was not written, the contract would automatically renew for another year.

This new system would also enable the City to "Go Green" and our customers could look up bills on line and pay them.

On motion the meeting was adjourned at 12:45 p.m.

Keith Bloomgren, Chairperson Pro-Tem

Attest: _____
Steve Nasby, City Administrator

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
OCTOBER 12, 2010**

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

2. Roll Call & Guest Introductions:

Planning Commission: Lindsey Cartwright, Loie Grandprey, Gary Hunter, Tim Hacker, Greg Pfeffer,

Absent: Renee Giefer, Marilyn Wahl, and Brad Powers (Council Liaison).

Also Present: Planning/Zoning Staff-James Kartes (Zoning Administrator), Mary Hensen (Adm. Asst.).

Public Present: Kirby Kruse, Charlotte Kruse, and Aaron Backman.

3. Approval of Minutes:

Motion by Commissioner Hacker, seconded by Commissioner Grandprey, to approve the Planning Commission Minutes for the meeting held on July 13, 2010. Motion carried 5-0.

4. Public Hearing – 7:05 P.M.: Conditional Use Permit – Accessory Buildings – 93 12th Street - (Applicants/Owners: Kirby & Charlotte Kruse):

Chairman Hunter opened the public hearing at 7:05 p.m. The Commission had received copies of the application, site plan, and photographs of the property. Applicants and Owners Kirby and Charlotte Kruse were present at the meeting to answer questions. Zoning Administrator Jim Kartes advised that Kirby and Charlotte Kruse are requesting a conditional use permit to allow the construction of a second garage (34' 4" X 28' attached garage) and a future 10' X 12' storage shed. The dimensions of the property are 142' X 100' for a total square footage of 14,200. Section 11.43, Subd. 3 provides that for lots from 12,000 square feet to 20,000 square feet, the total floor area of any garage(s) and accessory buildings may not exceed 1,150 square feet. There is a 16' X 22' detached garage currently on the property. The total floor area of the detached garage (352 square feet), the proposed new attached garage (952 square feet), and the future storage shed (120 square feet) will total 1,424 square feet which is 274 square feet more than the maximum allowed by the City Code. The combined floor areas of the accessory buildings would exceed that of the dwelling. City Code Section 11.43, Subd. 4 provides that no building permit may be issued for more than one private garage for each single-family dwelling (on lots less than 20,000 square feet), except by conditional use permit. Pursuant to City Code Sections 11.43, Subd. 3 and Subd. 4, a conditional use permit is required to allow:

- (1) An additional 274 square feet of accessory structures over the allowed 1,150 square feet.
- (2) The ground coverage of the two garages and a storage building to exceed the ground coverage of the dwelling.
- (3) Two garages for the single-family dwelling.

Zoning Administrator Kartes advised that the gas line will be moved and all setbacks are sufficient. No comments from anyone expressing opposition had been received by the Zoning Office. No one from the public was in attendance at the public hearing. All public testimony was completed and Chairman Hunter closed the public hearing and referred the matter to the Planning Commission for consideration at 7:10 p.m. After a brief discussion, the following action was taken.

Motion by Commissioner Grandprey, seconded by Commissioner Hacker, and carried to recommend to the City Council the approval of the conditional use permit application, submitted by Kirby and Charlotte Kruse, to allow the construction of a 34' 4" X 28' attached garage and a future 10' X 12' storage shed on property situated in an R-2 District. The property is located at 93 12th Street and is described as: Lots 1 and 2, Block 2, Hutton and Collins Subdivision to the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-352-0040)

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Findings of Fact:

1. As stated in the narrative herein.
2. That the proposed use is not in conflict with the Comprehensive Plan.
3. That the proposed use is not in conflict with the stated intent of the Zoning District in which it is to be located.
4. That the proposed use will not unreasonably harm the public health, safety, and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.
5. That the proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.
6. That the proposed use will not interfere with the provision of a reasonable economic benefit to the community.
7. That the provisions for interrelationship between the proposed development and contiguous and noncontiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.

Motion was declared carried (5-0).

Chairman Hunter advised that these recommendations will now come before the Windom City Council at its meeting next Tuesday night, October 19, 2010; and the Council will make the final decision concerning this application.

5. Samson Meyer – Development Ideas: Mr. Meyer was unable to attend but asked that EDA Director Aaron Backman present his ideas concerning the North Windom Industrial Park: (1) as a location for wind generators, solar panels, and a mega mall and (2) possible hotel on the Towlerton property. Mr. Backman advised that he was not endorsing the ideas presented, but simply conveying Mr. Meyer's message. Zoning Administrator Kartes advised that the property is zoned as I-1 and would not require any rezoning for the installation of wind generators or solar panels, but a retail commercial building would require a conditional use permit. EDA Director Backman briefly updated the Planning Commission concerning entities that are considering wind turbines and the status of other available buildings.
6. Flood Damage - Update: Zoning Administrator Kartes provided a brief report concerning flood damage in various areas of Windom.
7. Variance Standards: The Planning Commission received copies of the League of Minnesota City's report on the Minnesota Supreme Court's decision concerning the use of "reasonable use" and "undue hardship" in variance approvals. Further action will be required by the Minnesota Legislature to clarify the definitions of these criteria.
8. Adjourn: On motion, Chairman Hunter adjourned the meeting at 7:46 p.m.

Gary Hunter, Chairman

Attest: _____
James Kartes, Zoning Administrator

**CITY OF WINDOM TREE COMMISSION MEETING
MINUTES OCTOBER 13, 2010**

1. Call to Order: The meeting was called to order by Chair Lindsey Cartwright at 5:30 p.m. in the council chambers at city hall.

2. Roll Call:
Commission Present: Joanne Kaiser, Deborah Polzin, Lindsey Cartwright
Commission Absent: Eldon Moon
City Staff Present: Bruce Caldwell, City of Windom Tree Inspector
Council Liaisons: Corey Maricle (absent)
Public: Dave Bucklin

- 3 Minutes of August 4 and September 1 meeting will need to be approved

4. Old Business
 - a. By-laws: Lindsey Cartwright presented the Tree Commission with the corrections suggested by City of Windom City Attorney, Daniel McDonald. The by-laws were corrected and will be presented to the City council for approval. It was suggested that all board members attend.
 - b. Newspaper ad: Lindsey Cartwright discussed a possible half page ad to be placed in the Citizen no later than November 10. The ad, costing up to \$300, will address pruning techniques, emerald ash borer info, a list of approved trees and costs to property owners. Similar information could be placed on the roll-up and city web site.
Motion by Joanne Kaiser, seconded by Deborah Polzin
Motion carried.

5. New Business
 - a. Tree placement: Those property owners with an available planting site will be contacted. Property owners can purchase a tree and have it planted in the boulevard for the nominal fee of \$25. It is requested that the property owner take responsibility for watering the new tree for the first year or two.
 - b. Budget: Unexpended balance is \$726.89 as of 8/4/2010.

6. Open mike: David Bucklin informed the commission he is submitting a request to the Minnesota Conservation Corp to plant trees and complete a tree survey on the east hill during a three day period in the spring of 2011.

7. Meeting adjourned at 6:20 pm.

**Next Tree Commission Meeting November 10, 2010 at 5:15 p.m. at Council
Chambers.**

ATTEST:

Tree Commission President _____

Tree Commission Secretary _____

OFFICE OF COTTONWOOD COUNTY ASSESSOR

900 THIRD AVENUE, WINDOM, MN 56101

(507)-831-2458

GALE BONDHUS, SAMA
COUNTY ASSESSOR

LISA WILL, CMA
DEPUTY ASSESSOR

ALAN CONERS, CMAS
APPRAISER

JEAN GODE, CMA
APPRAISER

JILL DEFRIES
TECHNICIAN

SUSAN AMUNDSON, CMA
OFFICE MANAGER

September 21, 2010

Steve Nasby, Clerk
City of Windom
444 9th Street
Windom, MN 56101

Dear Steve:

Enclosed with this letter is a copy of the tax court petition for Minnesota Energy Resources Corporation vs Minnesota Commissioner of Revenue. This petition is in addition to the petitions for the 2008 and 2009 assessments. The Commissioner of Revenue is responsible for the valuation of this property, as well as the defense of it in Tax Court.

The parcels in your district are #25.950.0020 (EMV \$604,400) and #25.950.0030 (EMV \$500) for the 2010 assessment.

Please contact me if you have any questions.

Sincerely,



Gale Bondhus
Cottonwood County Assessor

Enclosure

**STATE OF MINNESOTA
TAX COURT**

Minnesota Energy Resources Corp.,
Appellant,

v.

Commissioner of Revenue,
Appellee.

In the matter of an Appeal to an Order from the
Commissioner of Revenue dated July 2, 2010
relating to Utility Property Tax for the 2010
Assessment

Taxpayer I.D. No. 20-3588713

Docket No. _____

NOTICE OF APPEAL

The above-named Appellant hereby appeals from the Order of the Commissioner of Revenue referred to in the caption above and alleges as follows:

1. This Court has jurisdiction over this appeal pursuant to Minn. Stat. §§ 271.01, 271.06 and 273.372.
2. Appellant is a Delaware Corporation with its principal place of business in Rosemount, Minnesota.
3. Appellant operates a natural gas pipeline company within the meaning of Minn. Stat. § 273.33 and owns real, personal and/or operating property that is subject to assessment in 53 counties in Minnesota, including Aitkin, Becker, Beltrami, Benton, Big Stone, Carlton, Chisago, Cottonwood, Crow Wing, Dakota, Dodge, Faribault, Fillmore, Freeborn, Goodhue, Houston, Hubbard, Itasca, Jackson, Kanabec, Koochiching, La Qui Parle, Lake, Lake of the Woods, Lincoln, Lyon, Martin, Morrison, Mower, Murray, Nobles, Norman, Olmstead, Otter Tail, Pennington, Pine, Polk, Redwood, Rice, Roseau, Scott, St. Louis, Steele, Stevens, Swift, Todd, Wabasha, Wadena, Waseca, Washington, Watonwan, Winona, and Yellow Medicine.
4. The Commissioner of Revenue has certain duties and powers under Minn. Stat. §§ 273.33 and 273.371 regarding assessment, valuation and equalization of natural gas property.

5. In 2007, the Commissioner promulgated Minn. Rules Ch. 8100 (2007) (Ad Valorem Taxes; Utilities).

6. Pursuant to Minn. Rules Ch. 8100 (2007), the Commissioner first determines a "unit value" representing the value of the entire natural gas pipeline constructed by Appellant in several states of the United States. Second, the Commissioner "allocates" a portion of the unit value to Minnesota and then subtracts from the unit value certain excludable items. The resulting amount is the "apportionable value." Third, the Commissioner "apportions" the apportionable value to the relevant local government units in Minnesota. The assessed value of structures valued by the Commissioner is then equalized.

7. By letter dated July 2, 2010, the Commissioner determined and communicated to Appellant its valuation of Appellant's property, as of the assessment date, for property taxes for the 2010 assessment year, which are payable in 2011. A copy of the Commissioner's July 2, 2010 letter, with attached schedules, is attached as Exhibit 1. This appeal is timely filed.

8. Contrary to applicable Minnesota law, the Commissioner has failed to correctly determine the market value (as defined in Minn. Stat. § 272.03, subd. 8) of Appellant's property in Minnesota and has, in his determination of market value, employed methods which overstate market value, and has arrived at a value in excess of its market value. The basis of the foregoing claim includes, but is not limited to, the following:

- (a) the unit value of Appellant's property under Minn. Rules Ch. 8100 (2007) was determined, in part, by a cost approach to value which resulted in a significantly overstated value for reasons which include, but are not limited to, the fact that the cost approach was calculated ignoring the presence of economic obsolescence affecting Appellant's property, and without deducting it as depreciation;
- (b) the unit value of Appellant's property under Minn. R. Ch. 8100 (2007) was determined, in part, by an income approach to value that resulted in an overstated market value of the unit for reason which include, but are not limited to, the fact that the income approach was calculated using an erroneous and understated capitalization rate which was not reflective of the market cost of capital, and

which failed to capture the risk inherent in the operation of a natural gas pipeline; and

- (c) the unit value of Appellant's property under Minn. Rules Ch. 8100 (2007) was determined by arbitrarily weighing the cost and income approaches, which, in contravention of generally accepted appraisal practices, fails to adequately consider the indication of value under the income approach to value, resulting in failure to reflect the market value of Appellant's property.

9. The subject property had been unfairly and unequally assessed compared to property in the same class and the property of similarly situated taxpayers in violation of applicable Minnesota and federal law including without limitation: Minn. Stat. § 273.11; the Equal Protection Clause; the Uniformity of Taxation Clause (Article X, Section 1) and the Due Process Clause of the Minnesota Constitution; and the Equal Protection and Due Process Clauses of the United States Constitution.

10. Service of notice and other papers in this Petition may be made upon Minnesota counsel for Appellant, Jeffery J. McNaught, Lindquist & Vennum PLLP, at the address set forth below.

WHEREFORE, Appellant prays that the Court hear this appeal at its courtroom in St. Paul, Minnesota and that it determine:

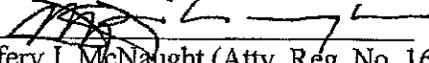
- (1) That the Order and Determinations of the Commissioner are erroneous, unlawful, and unconstitutional and that the Appellant is entitled to a redetermination of the value of its property in each county;
- (2) That the value of the subject property be adjusted and reduced to equalize the subject property valuation with property of the same class and in comparable localities;

- (3) That Appellant is entitled to a recomputation of tax and to appropriate refunds of tax paid for the 2010 assessment year, which is payable in 2011, as well as applicable interest; and
- (4) That the Court grant Appellant its costs and disbursements and such other and additional relief as may appear just and proper to the Court.

The undersigned party by its attorney hereby acknowledges that costs, disbursements and reasonable attorney and witness fees may be awarded pursuant to Minn. Stat. § 549.211, to the party against whom the allegations in this pleading are asserted.

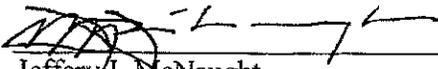
DATED: August 31, 2010

LINDQUIST & VENNUM PLLP

By 
Jeffery J. McNaught (Atty. Reg. No. 164665)
Ann E. Kennedy (Atty. Reg. No. 21081x)
William E. Flynn (Atty. Reg. No. 0030600)
80 South Eighth Street
Suite 4200
Minneapolis MN 55402-2274
Phone: 612-371-3219
Facsimile: 612-371-3207
ATTORNEYS FOR APPELLANT

ACKNOWLEDGMENT

The undersigned hereby acknowledges that sanctions, including costs, disbursements, and reasonable attorney and witness fees, may be awarded pursuant to Minn. Stat. § 549.211.


Jeffery J. McNaught



September 30, 2010

Steve Nasby
City Administrator
Windom
P.O. Box 38
444 - 9th Street
Windom, MN 56101

Dear Mr. Nasby:

Congratulations! I am very pleased to send you the enclosed notification of compliance with the Local Government Pay Equity Act. Since the law was passed in 1984, jurisdictions have worked diligently to meet compliance requirements and your work is to be commended.

As you know, Minnesota Rules Chapter 3920 specifies the procedure and criteria for measuring compliance and information about your situation is enclosed. In an effort to conserve resources, we are no longer enclosing the "Guide to Understanding Pay Equity Compliance and Computer Reports." Instead, we are directing you to our web site <http://www.mmb.state.mn.us/reporting-forms-instructions-software> for this publication or we will send you a copy in the mail upon request. If you have any questions about the materials or about pay equity in general, please contact me at (651) 259-3761. Also, this notice and results of the compliance review are public information and must be supplied upon request to any interested party.

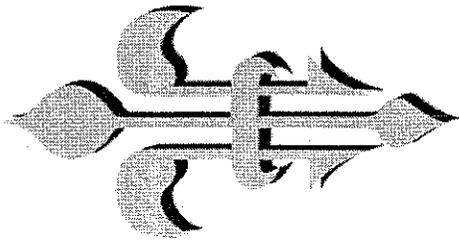
Again, congratulations on your achievement!

Sincerely,

A handwritten signature in cursive script that reads "Faith Zwemke".

Faith Zwemke
Pay Equity Coordinator

Attachments



Notice of Pay Equity Compliance

Presented to

Windom

for successfully meeting the requirements of the Local Government Pay Equity Act M.S. 471.991 - 471.999 and Minnesota rules Chapter 3920. This notice is a result of an official review by Minnesota Management & Budget and your 2010 pay equity report.

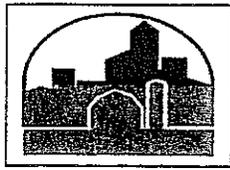
Your cooperation in complying with the local government pay equity requirements is greatly appreciated.

September 30, 2010

Date

Tom J. Hanson

Tom J. Hanson
Commissioner



City of Windom
Windom, Minnesota

Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event Community Center

Date of Event Nov 13

Hours 5:12:00

Type of Event wedding & RECEPTION - MAU-REDMOND

Lake Mill
Name of Individual/Organization

Diane Kottke
Licensee Officers Signature

999 2nd Ave
Street Address

Mountain Lake MN 56159
City State

507-427-2450
Telephone Number

Application Approved Disapproved
this _____ day of _____, 20____

City Administrator

License Fee - None \$0.00	
<input checked="" type="checkbox"/>	Copy of On-sale license attached
<input checked="" type="checkbox"/>	Proof of insurance attached
<input checked="" type="checkbox"/>	City named as additional insured
<input checked="" type="checkbox"/>	Licensee has signed the Hold Harmless Agreement

Hold Harmless and Indemnification Agreement

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 13 day of NOVEMBER 2010. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

Diane Kottke
Licensee Officers Signature

9-23-10
Date

RESOLUTION #2010-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION IN MEMORY OF RUSSELL ENGLEHORN

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 in memory of Russell Englehorn in the amount of \$600; and

WHEREAS, the donation requires that the funds be used towards the purchase and installation of a park bench.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$600, in memory of Russell Englehorn, to be used to purchase and install a park bench at Abby Park.

Adopted by the Council this 19th day of October, 2010.

Attest: _____
 Steven Nasby, City Administrator

Kirby G. Kruse, Mayor

RESOLUTION #2010-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT DONATIONS
FROM BALZER MANUFACTURING AND SCOTT VEENKER**

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, Balzer Manufacturing and Scott Veenker provided assistance during the recent flood emergency; and

WHEREAS, Balzer Manufacturing provided the use of a water pump which was operated by Scott Veenker at the Des Moines Drive lift station and Red Leaf Court; and

WHEREAS, the use of this pump and the labor provided have been donated by these parties and would be equivalent to \$900 in value.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council, with great appreciation, accepts the donation of use of equipment and labor in the amount of \$900 provided by Balzer Manufacturing and Scott Veenker.

Adopted by the Council this 19th day of October, 2010.

Attest: _____
 Steven Nasby, City Administrator

Kirby G. Kruse, Mayor



MEMO

To: Mayor and City Council
From: James Kartes, Zoning Administrator
Date: October 15, 2010
Re: Planning Commission Meeting – October 12, 2010

At its regular meeting on October 12, 2010, the Planning Commission held a public hearing and made the following recommendations concerning the application which came before the meeting:

1. CONDITIONAL USE PERMIT APPLICATION:

Applicants/Owners: Kirby G. Kruse & Charlotte D. Kruse
Address of Property: 93 12th Street, Windom, MN
Legal Description: Lots 1 and 2, Block 2, Hutton & Collins Subdivision to the City of Windom, Cottonwood County, Minnesota.
Parcel ID#: 25-352-0040

The Applicants propose to construct a 34'4" X 28' attached garage and future 10' X 12' storage shed on the property. Pursuant to the City Code sections on R-2 Districts and accessory structures, a conditional use permit is required.

THE PLANNING COMMISSION RECOMMENDS TO THE CITY COUNCIL:

Approval of the application, submitted by Kirby G. Kruse and Charlotte D. Kruse, requesting a conditional use permit to construct a 34'4" X 28' attached garage and 10' X 12' storage shed on the property located at 93 12th Street.

The motion includes that the jurisdictional documents and findings of fact be made a part of the hearing record.

(Please refer to the Planning Commission Minutes for further details and discussion on these matters.)

I will be present at the City Council Meeting on October 19th to address any questions the Council may have at that time.

Prior to that time if you any questions, please contact me at the Planning and Zoning Office at 831-6125.

JK:mah

CITY OF WINDOM, MINNESOTA

444 9th Street
Windom, MN 56101
507-831-6125

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Kirby G and Charlotte D. Kruse
Address 93 12th Street
City Windom State MN Zip 56101 (Phone: 507-831-5152)

Owner(s): (If other than Applicant)
Name(s) _____
Address _____
City _____ State _____ Zip _____ (Phone: _____)

Property Address: 93 12th Street

Legal Description of Property: Lot(s) 142 Block(s) 2 Addition Hutton & Collins Subdivision

(If metes and bounds, attach description.)

Parcel No. 25-352-0040

Existing Use of Property: Residential Present Zoning: R-2

Action Requested: Conditional Use Permit Variance _____
Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, Comprehensive Plan) - SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required)

Additional garage and ~~274 sq. ft.~~ storage shed. To construct a new 34' 4" x 28' attached garage and future storage shed (10' x 12'). Requesting a conditional use permit for accessory building space of 274 sq. ft. over limits set in City zoning ordinance.

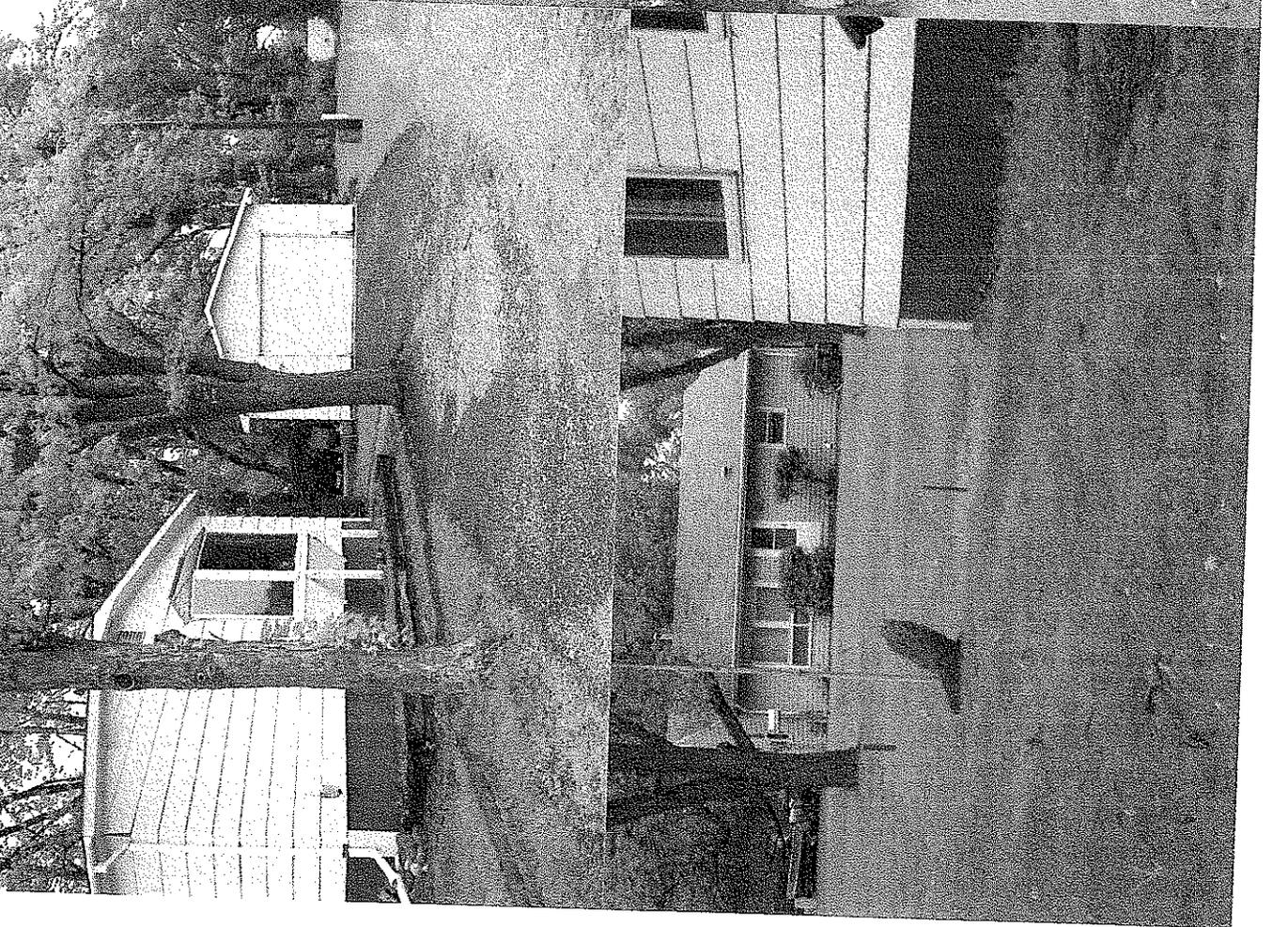
In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

x [Signature] x Charlotte D. Kruse
Date: 9-23-10 [SIGNATURES OF APPLICANT(S)]

Fee: \$150.00 Paid: Ck. 20134 Date: 9/23/10

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 23 day of September, 2010.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]





City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Date: October 14, 2010
Council Meeting Date: October 19, 2010
Item Title/Subject: PETITION TO CITY COUNCIL TO CALL FOR PUBLIC HEARING TO CONSIDER AMENDING SECTION 5.C. OF RESOLUTION #98-23

Background:

In the Spring of 1995, the Windom City Council established the Economic Development Authority of Windom (the EDA) through an "Enabling Resolution". On September 15, 1998, the City Council adopted Resolution #98-23 that amended earlier City Council resolutions. At its establishment, the EDA's membership consisted of five commissioners including two members from the Windom City Council. Both the resolution and the bylaws indicated that, following initial staggered terms, all commissioners would be appointed for three-year terms. Additionally, at large commissioners would be limited to two consecutive terms. (Attached are copies of Pages 3 and 4 of Resolution #98-23 which set forth the composition of the EDA Commission, appointment procedure, terms, vacancies and compensation for EDA Commissioners.)

It has come to light, following discussions with the City Attorney, that the City's enabling resolution does not coincide with State law. A review of Minnesota Statutes Section 469.095 reveals that EDA commissioners "shall" be appointed for six-year terms. Therefore, it is necessary that Resolution #98-23 be amended by the City Council to conform to Minnesota Statutes regarding the length of EDA commissioner terms. However, no limit is specified concerning the number of terms. Since State law is silent as to the number of terms, the City can limit the number of terms and clarify as to those who fill partial terms. (Attached is a copy of Minnesota Statutes Section 469.095 entitled "Commissioners; Appointment, Terms, Vacancies, Pay, Removal".)

Recommendation:

It is proposed that the terms of the current At Large EDA Commissioners be extended by three years each to fulfill the six-year term requirement. From a practical standpoint, this means that Trevor Slette's term that expires on 12/31/10 would be extended to 12/31/13; Juhl Erickson's term that expires on 12/31/11 would be extended to 12/31/14; and Sally Larson's term that expires on 12/31/12 would be extended to 12/31/15.

On October 11, 2010, the EDA Board approved a Motion authorizing the EDA to petition the City Council for a public hearing to consider amendment of Resolution #98-23 and the proposed amendment of Section 5.C. of said resolution.

Petition to City Council:

The EDA hereby petitions the Windom City Council to:

1. Set a public hearing for November 16, 2010, to consider the amendment of Resolution #98-23.
2. Following said public hearing, adopt a resolution amending Section 5.C. of Resolution #98-23 as follows:

5.C. The initial terms for commissioners at large shall be for one, two and three years, respectively, and shall be extended to December 31st of the applicable year. At large commissioners shall thereafter be appointed for six-year terms. In compliance with this provision, the terms of the at large commissioners in office as of December 31, 2010, shall be extended as follows: The term ending December 31, 2010, shall be extended until December 31, 2013; the term ending December 31, 2011, shall be extended to December 31, 2014; and the term ending December 31, 2012, shall be extended to December 31, 2015. Thereafter, at large commissioners shall serve no more than one six-year term. However, in the event that an at large commissioner is appointed to fill a vacancy on the Commission for a period of less than 36 months, said commissioner may be re-appointed to serve a full six-year term. Elected officials shall serve for the term of their elected office.

Attached is a proposed Resolution to set a public hearing on this matter for November 16, 2010.

Requested Action: Adopt the Resolution setting a public hearing for November 16, 2010, concerning the proposed amendment of Section 5.C. of Resolution #98-23.

Respectfully submitted,

Aaron A. Backman

Aaron A. Backman
EDA Executive Director

AAB:mah

Attachments

RESOLUTION # 2010-

INTRODUCED:

SECONDED:

VOTED: Aye:
Nay:
Absent:

CITY OF WINDOM

RESOLUTION CALLING FOR A PUBLIC HEARING ON THE
PROPOSED AMENDMENT OF SECTION 5.C. OF RESOLUTION #98-23
CONCERNING TERMS FOR EDA COMMISSIONERS

WHEREAS, the City of Windom has received a petition from the Economic Development Authority of Windom (the "EDA") requesting that a public hearing be set to consider the amendment of Section 5.C. of City Council Resolution #98-23 concerning the statutory length of terms for EDA Commissioners; and

WHEREAS, it is necessary, as petitioned, that said section be amended to conform to length of terms for EDA Commissioners as established in Minnesota Statutes Section 469.095; and

WHEREAS, it is necessary to hold a public hearing on the proposed amendment of Section 5.C. of Resolution #98-23.

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

1. Public Hearing. A public hearing to consider the proposed amendment of Section 5.C. of Resolution #98-23, concerning the length of terms for EDA Commissioners, shall be held on Tuesday, November 16, 2010, in the Windom City Hall Council Chambers during the regular City Council Meeting which begins at 7:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once each week for two consecutive weeks in the official newspaper of the City. The first publication shall appear not more than 30 days prior to the date of the public hearing.

Adopted this 19th day of October, 2010.

Kirby G. Kruse, Mayor

ATTEST:

Steven Nasby, City Clerk/City Administrator

- L. "Project Budget" means a financial budget containing the sources and uses of public funds to be expended in carrying out the public costs associated with a Project Plan for Project Area Plan. In the event any or all such public costs are to be paid with tax increment, the Project Budget shall constitute a "tax increment financing plan" as described in Section 469.175 of the Tax increment Act.
- M. "Project Plan" means a description of the development or redevelopment of property, including an estimated schedule, the property to be publicly acquired and the condition under which the Authority will exercise its right of eminent domain, if any, description of the public facilities to be constructed and the proposed reuse of private property.
- N. "Tax Increment Act" means Tax Increment Financing, Minnesota Statutes, Sections 469.174 to 469.179 as amended.

SECTION 3. Legal Status.

The Authority shall be a public body politic and corporate and a political subdivision of the State of Minnesota. Its relationship to the Council and Mayor shall be governed by the Enabling Act, this Enabling Resolution and the various statutes under which it operates, including the Enabling Act, the Housing Act, the Development Act, the Industrial Bond Act, the Housing Bond Act and the Tax Increment Act; provided, that in the event there is a conflict between the terms of this Enabling Resolution and any such statute, the Enabling Resolution shall control and in the event there is a conflict between the Enabling Act and any such statutes, the Enabling Act shall control; provided further, that a statute granting authority shall not be deemed to be in conflict with a statute that grants less or no such authority.

SECTION 4. Name.

The economic development authority created by the Enabling Act and this Enabling Resolution shall be known legally as the Economic Development Authority of Windom, MN (EDAWN).

SECTION 5. Governing Body.

The powers of the Authority shall be vested in the commissioners thereof in office at any time, a majority of who shall constitute a quorum for all purposes.

- A. Membership of the Authority shall consist of five commissioners and two members on the City Council.
- B. The Mayor shall appoint the Authority commissioners with the approval of the City Council.
- C. The initial terms for commissioners at large shall be for one, two and three years respectively and shall be extended to December 31 of the applicable year. Elected officials shall serve for the term of their elected office and shall be extended to December 31 of the applicable year. Thereafter, all commissioners shall be appointed for three-year terms. At large commissioners shall serve no more than two consecutive terms.

- D. If a vacancy is created when a Council member ends council membership or other such vacancy occurs, the commission vacancy shall be filled by mayoral appointment with approval and consent of the Council; for the balance of the term.
- E. Commissioners of the Economic Development Authority shall be paid \$1.00, one dollar, for attending each regular or special meeting of the Authority. In addition to receiving pay for meetings, the Commissioners may be reimbursed for actual expenses incurred in doing official business of the Authority.

SECTION 6. Authority Officers.

The commissioners of the Authority shall elect officers as provided in Section 469.096 of the Enabling Act.

SECTION 7. Authority Staff.

- A. A Director of the Authority may be appointed by the City Council. The Director shall be empowered to hire such employees, agents and consultants as deemed proper and as further provided in the Enabling Act. The Director of the Authority shall have the following powers and duties:
 1. To see that all resolutions, rules, regulations, or orders of the Authority are enforced.
 2. To present in the Authority plans, studies and reports prepared for Authority purposes and recommended to the commissioners for adoption such measures as deemed necessary to enforce or carry out the powers and duties of the Authority or the efficient administration of the affairs of the Authority.
 3. To recommend to the commissioners for adoption such rules and regulations as deemed necessary for the efficient operation of the Authority's functions.
 4. To perform such other duties as may be prescribed by the commissioners.

SECTION 8. Reports.

- A. At least once annually, the Authority shall appear at a regularly scheduled Council meeting and report to the members of the public regarding the operational status of the Authority. Such report shall comply with Section 469. 100, Subdivision 4 of the Enabling Act and shall include a description of current and proposed projects as well as general development goals for the city.
- B. The Authority shall be responsible for all filings and reports required by the various statutes under which it operates. Copies of all such reports shall be provided to the Council and Mayor and shall be available to members of the public unless otherwise permitted or required by law.

2010 Minnesota Statutes

469.095 COMMISSIONERS; APPOINTMENT, TERMS, VACANCIES, PAY, REMOVAL.

Subdivision 1. **Commissioners.** Except as provided in subdivision 2, paragraph (d), an economic development authority shall consist of either three, five, or seven commissioners who shall be appointed after the enabling resolution provided for in section 469.093 becomes effective. The resolution must indicate the number of commissioners constituting the authority.

Subd. 2. **Appointment, terms; vacancies.** (a) Three-member authority: the commissioners constituting a three-member authority, one of whom must be a member of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, four, and six years, respectively. Thereafter all commissioners shall be appointed for six-year terms.

(b) Five-member authority: the commissioners constituting a five-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years respectively. Thereafter all commissioners shall be appointed for six-year terms.

(c) Seven-member authority: the commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms.

(d) The enabling resolution may provide that the members of the city council shall serve as the commissioners.

(e) The enabling resolution may provide for the appointment of members of the city council in excess of the number required in paragraphs (a), (b), and (c).

(f) A vacancy is created in the membership of an authority when a city council member of the authority ends council membership. A vacancy for this or another reason must be filled for the balance of the unexpired term, in the manner in which the original appointment was made. The city council may set the term of the commissioners who are members of the city council to coincide with their term of office as members of the city council.

Subd. 3. **Increase in commission members.** An authority may be increased from three to five or seven members, or from five to seven members by a resolution adopted by the city council following the procedure provided for modifying the enabling resolution in section 469.093.

Subd. 4. **Compensation and reimbursement.** A commissioner, including the president, shall be paid for attending each regular or special meeting of the authority in an amount to be determined by the city council. In addition to receiving pay for meetings, the commissioners may be reimbursed for actual expenses incurred in doing official business of the authority. All money paid for compensation or reimbursement must be paid out of the authority's budget.

Subd. 5. **Removal for cause.** A commissioner may be removed by the city council for inefficiency, neglect of duty, or misconduct in office. A commissioner shall be removed only after a hearing. A copy of the charges must be given to the commissioner at least ten days before the

hearing. The commissioner must be given an opportunity to be heard in person or by counsel at the hearing. When written charges have been submitted against a commissioner, the city council may temporarily suspend the commissioner. If the city council finds that those charges have not been substantiated, the commissioner shall be immediately reinstated. If a commissioner is removed, a record of the proceedings, together with the charges and findings, shall be filed in the office of the city clerk.

History: 1987 c 291 s 96

RESOLUTION #2010-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO AARON
BACKMAN 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 **AARON BACKMAN** for his untiring and valuable service faithfully rendered to the City of Windom as Executive Director of the Economic Development Authority of Windom commencing on May 23, 2007, through October 31, 2010.

**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 **AARON BACKMAN** its expressions of appreciation for serving the City well, and its best wishes for good health, success and prosperity in 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 Aaron Backman.

Adopted this 19th day of October, 2010.

Kirby G. Kruse, Mayor

Attest: _____

Steven Nasby, City Administrator

MEMO

TO: Mayor and City Council
FROM: Brad Bussa, Community Center Director
CC: Steve Nasby, City Administrator and Community Center Commission
Date: 10/13/2010
RE: Liquor Provision at Windom Community Center

Back Ground:

Since the opening of the Windom Community Center, certain groups such as wedding receptions, public dances, organizations, and clubs have had the need for liquor provision. This service has been attained through caterers, commercial providers, and clubs with transferable liquor licenses and the use of the Windom Community Centers non-intoxicating malt liquor on sale liquor license.

Recent Issues and Changes:

- 1.) Windom Community Center has been informed that the Windom Lions Club will not be doing non Lion's sponsored liquor events in 2011.
- 2.) Some commercial providers are not doing certain events due to size of group or having staffing issues thus cutting down the number of options groups have.
- 3.) Windom Community Center, to be in compliance with the auditors recommendations, must have two employees to staff the ticket sales. Two employees are needed for this in order to do sales and take care of all other duties needed at times of these events. When smaller groups with lower ticket sales, Windom Community Center would be working at little or no profit.

Options:

- 1.) Leave as is and let market dictate.
- 2.) Windom Community Center could bid out liquor provision to sole liquor provider at one year intervals.
- 3.) Windom Community Center to be sole liquor provider.
- 4.) No liquor at Windom Community Center and chance the loss of events.

Discussion:

Windom Community Center Commission reviewed issues and options and with budget issues and the need to increase revenue. The Commission thought it be in best interest to provide full service liquor provision at Windom Community Center.

Windom Community Center Commission discussed options 1 and 4, and with those two options the Windom Community Center could lose out on some of the events that would want or need liquor provision. Option 2 was discussed and with caterers they would want to do sole catering at the liquor event and could limit groups to that choice of food service.

Recommendation:

Windom Community Center Commission would recommend that the Windom Community Center become the sole liquor provider for the Windom Community Center. To hire the additional part time employees to bartend on part time on call list.

MEMO

TO: Mayor and City Council
FROM: Community Center Commission
CC: Steve Nasby, City Administrator and Brad Bussa, WCC Director
Date: 10/13/2010
RE: Liquor Provision at Windom Community Center

On Monday, September 27, 2010 after reviewing liquor issues that have been facing Windom Community Center, the Windom Community Center Commission unanimously voted 4-0 to recommend to the Windom City Council for their approval that the Windom Community Center be the sole liquor provider starting January 1, 2011.

The Community Center Commission in the last year has been looking into options of how to handle its liquor policies. Providers and caterers were surveyed and information was gathered.

Start up:

Community Center Commission reviewed costs that would incur such as liquor license, inventory, alcohol training, liquor cabinet, and miscellaneous bar supplies that would be needed. This would come to a cost of \$6,000.00 and additional liquor liability insurance would run at the cost of \$88.45 per \$1,000.00 gross revenue. Part time staffing costs that are incurred could be deferred back to the groups or organizations as a bar set up fee, such as other providers and caterers now practice.

Income:

Income from last three years was gathered and averaged out at \$40,000.00 in gross income using data from the liquor provider fee and what the Community Center had brought in from 3.2 liquor sales. This figure did not include what providers were charging groups for set up fees and labor costs.

Providers and Caterers:

Community Center Commission reviewed the loss of the Lion's Club, how other providers would feel, and caterer's issues if Community Center was to take on liquor provision. Some providers were having trouble with size of groups that are smaller and staffing issues. Caterers are still coming in whether or not they provide liquor. This frequently happens where you have a caterer and a different liquor provider.

Conclusion:

The Windom Community Center upon reviewing information gathered has come to a conclusion that becoming the sole liquor provider would cut some labor costs and also would add additional revenue. They also think this would be a great service that would help groups and organizations in the simplification on planning their function.

**American Red Cross
Shelter Agreement**

The American National Red Cross ("Red Cross"), a not-for-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disaster strikes. The disaster relief activities of the Red Cross are made possible by the American public, as the organization is supported by private donations and facility owners who permit their buildings to be used as a temporary refuge for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility as an emergency shelter during a disaster.

DR#: n/a Facility: _____

Parties and Facility

Owner:

Legal name: CITY OF WINDOM Community Center
Chapter: _____
24-Hour Point of Contact: WINDOM Police DEPT 507-831-6184
Name and title: BRAD BUSSA Comm Center Director
Work phone: 507-831-6149 Cell phone/pager: 507-822-2843
Address for Legal Notices: WINDOM Community Center 507-822-1003 personal phone
P.O. Box 38, 1750 COTTONWOOD LAKE DR. WINDOM MN 56101
EMAIL: WINCC @ WINDOMNET.COM

Red Cross:

Legal name: The American National Red Cross
Chapter: South Central MN Chapter
24-Hour Point of Contact: Jenni Dillemath-Robb or Bob Meyer
Name and title: Jenni Dillemath-Robb -- Emergency Services Program Manager
Work phone: 507-387-6664 Cell phone/pager: 507-351-3943
Address for Legal Notices: _____

Email: jenni@scmn-redcross.org

Copies of legal notices must also be sent to:
The American National Red Cross, Office of the General Counsel,
2025 E Street, NW, Washington DC 20006
and
The American National Red Cross, Disaster Operations,
2025 E Street NW, Washington, DC 20006.

Shelter Facility:

(Insert name and complete street address of building or, if multiple buildings, write "See attached Facility List" and attach Facility List including complete street address of each building that is part of this Agreement).

WINDOM Community Center
1750 COTTONWOOD LAKE DRIVE
WINDOM MN. 56101

Terms and Conditions

1. Use of Facility: Upon request and if feasible, the Owner will permit the Red Cross to use the Facility on a temporary basis as an emergency public shelter.
2. Shelter Management: The Red Cross will have primary responsibility for the operation of the shelter and will designate a Red Cross official, the Shelter Manager, to manage the sheltering activities. The Owner will designate a Facility Coordinator to coordinate with the Shelter Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Shelter Manager (or designee) will jointly conduct a pre-occupancy survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Facility/Shelter Opening/Closing Form, available on CrossNet, to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment that the Red Cross should not use while sheltering in the Facility. The Red Cross will exercise reasonable care while using the Facility as a shelter and will make no modifications to the Facility without the express written approval of the Owner.
4. Food Services: Upon request by the Red Cross, and if such resources exist and are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate the provision of meals at the direction of and in cooperation with the Shelter Manager. The Food Service Manager will establish a feeding schedule, determine food service inventory and needs, and supervise meal planning and preparation. The Food Service Manager and Shelter Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies in the Facility before it is turned over to the Red Cross. LSS
5. Custodial Services: Upon request by the Red Cross and if such resources exist and are available, the Owner will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter. The Facility Coordinator will designate a Facility Custodian to coordinate the provision of cleaning and sanitation services at the direction of and in cooperation with the Shelter Manager.
6. Security: In coordination with the Facility Coordinator, the Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.
7. Signage and Publicity: The Red Cross may post signs identifying the shelter as a Red Cross shelter in locations approved by the Facility Coordinator and will remove such signs when the shelter is closed. The Owner will not issue press releases or other publicity concerning the shelter without the express written consent of the Shelter Manager. The Owner will refer all media questions about the shelter to the Shelter Manager.
8. Closing the Shelter: The Red Cross will notify the Owner or Facility Coordinator of the closing date for the shelter. Before the Red Cross vacates the Facility, the Shelter Manager and Facility Coordinator will jointly conduct a post-occupancy survey, using the second page of the Shelter/Facility Opening/Closing Form to record any damage or conditions. The Shelter Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the shelter operation.
9. Reimbursement: The Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross will select from among bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*

- b. Reasonable costs associated with custodial and food service personnel which would not have been incurred but for the Red Cross's use of the Facility for sheltering. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. Reasonable, actual, out-of-pocket operational costs, including the costs of the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Premises (both parties must initial all utilities to be reimbursed by the Red Cross):

	Owner initials	Red Cross initials
Water	_____	_____
Gas	_____	_____
Electricity	_____	_____
Waste Disposal	_____	_____

The Owner will submit any request for reimbursement to the Red Cross within 60 days after the shelter closes. Any request for reimbursement for food, supplies or operational costs must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked at the shelter.

10. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.

11. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the Red Cross during the use of the Premises.

12. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Owner (legal name)

THE AMERICAN NATIONAL RED CROSS
(legal name)

By (signature)

By (signature)
Jenni Dillemath-Robb

Name (printed)

Name (printed)
Emergency Services Program Manager

Title

Title
October 20, 2009

Date

Date

SHELTER FACILITY SURVEY

Please print all information. This form is generic to many types of shelters; some of the questions on this form might not apply to every site. In such cases, answer N/A (not applicable).

Site Name: _____
 Street Address: _____
 Town/City: _____ County/Parish: _____ State: _____ Zip Code: _____
 Mailing Address (if different): _____
 Phone: (____) _____ - _____ Fax: (____) _____ - _____
 Email address (if applicable): _____

EMERGENCY CONTACT INFORMATION:

To authorize facility use, contact (Name[s], phone number[s], cell number[s]); include secondary contacts:
STEVE NASHBY City Admin. Staffer Doug Scriver
Kirby Krue MAYOR

To open the facility 24/7, contact (Name[s], phone number[s], cell number[s]); include secondary contacts:
Brad Bussa 507-831-5542 Home 507-831-1003
WINDOM Fire Chief

Directions to the facility from the nearest major highway evacuation route. Use major landmarks (e.g., highways, intersections, rivers, railroad crossings, etc.). Do not use landmarks likely to be destroyed or unrecognizable after the disaster. Include latitude and longitude if available (they can be obtained via GPS).

Latitude: _____ Longitude: _____

CAPACITY

Capacity for all shelters should be calculated using any space that could feasibly be used as sleeping space for an event. In an evacuation shelter, capacity should be calculated using 15 to 20 square feet per person. In a general shelter, use 40 to 60 square feet per person to determine capacity.

Capacity Evacuation = _____ at _____ square feet
 General = _____ at _____ square feet

gym - 88x111 - 9768 #
Senior Center 35x39 - 1365 #
" DINING - 30x44 - 1320 #
Rm 105 22x28 - 616

LIMITATIONS ON FACILITY USE

Some facilities are only available during certain times due to other activities. Please indicate the dates that the facility is available.

- This facility will be available for use at any time during the year.
- This facility is **only** available for use during the following time periods.
- From: _____ to _____
- From: _____ to _____
- This facility is **not** available for use during the following time periods:
- From: _____ to _____
- From: _____ to _____

Some facilities have specific areas that can be used as an emergency shelter. Please indicate restrictions on use of certain areas of the building or if the entire facility is available for use.

GENERAL FACILITY INFORMATION

FIRE SAFETY

Some facilities that appear to be suitable for sheltering might not meet fire codes based on building capacity. This list of questions is not meant to be exhaustive. It is recommended that local codes be examined to determine if the facility meets them. In addition, contact can be made with the fire department to ensure compliance.

Does the facility have inspected fire extinguishers? Yes No

Does the facility have functional fire sprinklers? Yes No

Does the facility have a fire alarm? Yes No

If yes, choose one: Manual (pull-down) Automatic

Does the fire alarm directly alert the fire department? Yes No

Comments from fire department, if available: _____

UTILITIES

A major concern in running an emergency shelter is whether or not utilities can continue to run after a storm. This section is designed to evaluate the capabilities of the facility and to list the appropriate contacts in case the utilities fail.

*COTTONWOOD County Sheriffs office
502-831-6134*

Emergency generator on site? Yes No

IF YES- Capacity in kilowatts _____ Power for entire shelter? Yes No
If no, what will it operate? _____

Operating time, in hours, without refueling, at rated capacity: _____

Auto start Manual start Fuel type _____

Utility company name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Generator fuel vendor: _____ Emergency phone number: (____) ____-____

Generator repair contact: _____ Emergency phone number: (____) ____-____

IF NO- Emergency generators do not have to be present in order to use the facility as a shelter. However, care must be taken to evaluate the appropriateness of the facility in emergency situations. For example, if there are no appropriate facilities in the area available for sheltering that have emergency generators, consideration should be made to use those facilities. Most pre-identified emergency shelters do not have generators. In addition, if a shelter does not have a generator on site, it is appropriate to pre-identify vendors so that a generator could be brought in if necessary.

Heating Electric Natural gas Propane Fuel Oil

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Cooling Electric Natural gas Propane

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Cooking Electric Natural Gas Propane No cooking facilities on site

Utility/Vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

See the Food Preparation section below.

Telephones Business phones available to shelter staff? Yes No

Phones available to shelter residents? Yes No

Number of phones: _____ Locations: _____

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Water Municipal Well(s) Trapped water

If trapped: Potable (drinkable) storage capacity in gallons: _____

Non-potable (undrinkable) storage capacity in gallons: _____

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Planning for Drinking Water

The recommended amount of potable water to have on hand per evacuee is one gallon per day. Presuming that existing water supplies remain available, and that the goal for resources on hand is for three days after the shelter opens, you should strive to have three gallons on hand for each projected shelter resident.

Projected population x 3 = projected number of gallons of water needed.

Projected population x 3 _____

_____ - Total available _____

Gallons of Water Needed _____

MATERIAL SUPPORT

COTS & BLANKETS

During evacuation sheltering, it is often impractical to have cots and bedding for all evacuees. However, it is desirable to have some cots and bedding on hand to be provided on a case by case basis to shelter residents who could, for a variety of reasons, experience hardship by sleeping on the floor. A good planning target for the quantity of cots to have on hand for evacuation sheltering is enough for 10% of the projected population. Generally, it is recommended to have two blankets per person in the shelter.

Projected population ÷ 10 = projected number of cots needed.

Projected population ÷ 10 _____

_____ - Total available _____

Cots needed _____

Projected population ÷ 5 _____

_____ - Total available _____

Blankets needed _____

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Many people with disabilities can be accommodated in general shelters. It is important to evaluate a building to determine if it is accessible to people with disabilities. No single deficiency in the following list makes a facility "out of compliance" or unfit for consideration. There are many acceptable temporary mechanisms that can make a facility accessible. For guidance in this area, contact your local building or safety department, an assisted living center or a disability advocacy organization.

Access to building

- Curb cuts (minimum 35 inches wide)
 Accessible doorways (minimum 35 inches wide)
 Automatic doors or appropriate door handles
 Ramps (minimum 35 inches wide) Are ramps: Fixed Portable
 Level Landings

Accessible and accommodating restrooms

- Grab bars (33-36 inches wide) Sinks @ 34 inches in height
 Stall (38 inches wide) Towel dispenser @ 39 inches in height

Showers

- Shower stall (minimum 36 inches by 36 inches) Grab bars (33-36 inches in height)
 Shower seat (17-19 inches high) Hand-held spray unit with hose
 Fixed shower head (~~48~~ inches high) 80"

Accessible and accommodating cafeterias

- Tables (28-34 inches high)
 Serving line [counter] (28-34 inches high)
 Aisles (minimum 38 inches wide)

Accessible telephones

- Maximum ~~48~~ inches high 60" TDD available Earpiece (volume adjustable)

SANITATION

TOILETS

The American Red Cross recommended ratio for toilet facilities is a minimum of 1 restroom for 40 people. Count only those facilities that will be accessible to shelter residents and shelter staff.

Projected population ÷ 40 = projected needed number of toilet facilities.

Number of toilets available:	Men <u>4</u>	Women <u>10</u>	Unisex <u>1</u>	People with Disabilities <u>2</u>
Projected need:	Men _____	Women _____	Unisex _____	People with Disabilities _____
- Total available:	Men _____	Women _____	Unisex _____	People with Disabilities _____
Portable toilets needed:	Men _____	Women _____	Unisex _____	People with Disabilities _____

SINKS

The recommended ratio of sinks is one sink for every two toilets.

Number of sinks available:	Men <u>6</u>	Women <u>6</u>	Unisex <u>1</u>	People with Disabilities _____
Projected need:	Men _____	Women _____	Unisex _____	People with Disabilities _____
Total available:	Men _____	Women _____	Unisex _____	People with Disabilities _____
Portable sinks needed:	Men _____	Women _____	Unisex _____	People with Disabilities _____

SHOWERS

The best case scenario for showers is 1 shower for every 40 residents. In the case of evacuation shelters, the ratio can be higher. However, if it is determined that an evacuation shelter will be open longer term, alternative arrangements will have to be made. There might be a nearby facility that, while it couldn't be used a shelter, might have showers available. Consider requesting transportation through partner agencies; when a Disaster Relief Operation (DRO) has been set up, requests can go through Partner Services at the DRO. Portable showers might need to be acquired.

Number of showers available: Men 2 Women 2 Unisex _____ People with Disabilities _____

Number of showers needed: Men _____ Women _____ Unisex _____ People with Disabilities _____

Are there any limitations on the availability of showers (time of day, etc.)? Yes No

Alternatives for showers on-site:

Alternatives for showers off-site:

FOOD PREPARATION

None on site Warming oven kitchen

Full-service kitchen

(If full-service meals, "per meal" number that can be produced): _____

Facility uses central kitchen — meals are delivered

Central kitchen contact: _____ Phone Number: (____) _____-_____

Planning for shelter feeding

While people coming to evacuation shelters are encouraged to bring food with them, for a variety of reasons this doesn't always occur. Therefore, it pays to be prepared to feed shelter residents. For planning purposes, it is helpful to think in terms of three to five days of meals with no outside assistance. This covers the possibility of widespread damage to commercial food sources and infrastructure. Meals can range from freshly prepared food at shelter facilities that have adequate kitchen facilities to prepackaged shelf-stable meals (military-style Meals Ready to Eat [MREs], Heater Meals, etc.). The planning target should be 5 meals worth of food in inventory for each projected shelter resident.

Projected population x 5 = projected number of meals needed.

Projected need _____

- Total available _____

Meals Needed _____

Equipment (Indicate quantity and size [sq. ft.] as appropriate).

Refrigerators <u>1</u>	Walk-in refrigerators _____	Ice machines <u>1</u>
Freezers <u>1</u>	Walk-in freezers _____	Braising pans _____
Burners <u>8</u>	Griddles <u>1</u>	Warmers _____
Ovens <u>2</u>	Convection ovens <u>2</u>	Microwave ovens <u>1</u>
Steamers <u>1</u>	Steam kettles _____	
Sinks <u>5</u>	Dishwashers <u>1</u>	

FEEDING AREAS

None on site Snack Bar (seating capacity: _____) Cafeteria (seating capacity: 85)

Other indoor seating (describe, including size and capacity estimate): _____

Total estimated seating capacity for eating: _____

Comments related to feeding: _____

OTHER CONSIDERATIONS

ARC 4496

“Standards for Selection of Hurricane Evacuation Shelters,” or ARC4496, is a document published by the American Red Cross. Planning considerations for hurricane evacuation shelters involve a number of factors and require close coordination with local officials responsible for public safety. Technical information contained in hurricane evacuation studies, storm surge mapping, flood mapping and other data can now be used to make informed decisions about the suitability of shelters. Anyone considering using a facility as a hurricane evacuation shelters should carefully review ARC 4496 and consult with local officials to ensure safety of the facility is considered.

HEALTH SERVICES

Number of rooms available: _____ Number of beds or cots available: _____

Number of rooms needed: _____ Number of beds or cots needed: _____

Total square footage of available health care space: _____

BABY AND INFANT SUPPORT SUPPLIES

Diaper changing tables are extremely important due to health safety considerations. While there is not a recommended number of tables by population, there should be changing tables available. Beyond diaper changing, it is helpful to know in advance what baby supplies are available, if needed.

of diaper changing tables: 2

of diapers available: _____

Cans of formula available: _____

LAUNDRY FACILITIES

Generally, shelters do not have access to laundry facilities. Availability of such facilities would be considered an extra and not a necessity. These facilities would be especially useful for a shelter open longer than a week.

Number of clothes washers: _____ Number of clothes dryers: _____

Will the shelter worker or shelter residents have access to these machines? Yes No

Are laundry facilities coin operated? Yes No

Special conditions or restrictions: _____

ADDITIONAL INFORMATION

Does the entity that plans to manage the shelter own the building? Yes No

If NO- is there a current written agreement to use this site? Yes No

Is this facility within five miles of an evacuation route? Yes No

Is this facility within ten miles of a nuclear power plant? Yes No

Groups associated with this facility

Facility staff required when using facility? Yes No

Paid feeding staff required when using facility? Yes No

Church auxiliary required when using facility? Yes No

Fire auxiliary required when using facility? Yes No

Other: _____ Required Yes No

Other: _____ Required Yes No

Will any of the above groups be trained or experienced in shelter management?

IF YES, please list: _____

RECOMMENDATIONS/OTHER INFORMATION (Be specific):

***** Attach a sketch or copy of the facility floor plan *****

Survey completed/updated by

Printed Name

Signature

Date completed

Printed Name

Signature

Date completed



705 6th St
Windom, MN 56101-1814

Phone: 507-831-1788
Fax: 507-831-0844
www.good-sam.com

Sogge Memorial
Remick Ridge Estates
Mikkelsen Manor
Home Care

September 22, 2010

City of Windom
Attention: Mr. Steven Nasby, City Administrator
444 9th Street
Windom, MN 56101

Dear Mr. Nasby:

The Evangelical Lutheran Good Samaritan Society, d/b/a, Good Samaritan Society-Windom recently completed an extension of the sanitary sewer line in the right-of-way on the 6th Street portion of our property. Our project was managed locally by Wenck Associates, Inc. Prior to and throughout the project, we worked with the City of Windom utilities department and Mike Haugen, Water/Wastewater Superintendent, to assure the work was designed, constructed and completed in compliance with all city specifications.

Good Samaritan Society-Windom requests to dedicate, at no cost to the City of Windom, this new section of sanitary sewer as an extension of the city's current system. If you should require any additional notice or paperwork, please contact me at your convenience. Thank you for your consideration of our request.

Sincerely,

Nancy E. Wepplo
Campus Administrator

cc: Wenck Associates, Inc

Generation Agreement Termination

Agreement between City of Windom Area Hospital and The Windom Municipal Utility

In May, 2005, the Electric Utility and the Windom Area Hospital entered into a "Generation Agreement" where the Electric Utility could call upon the Hospital generator to provide capacity (control peak and shed load) in times of high demand/high cost electric energy from the Real Time MISO Energy Market.

The City of Windom, Windom Utility Commission and Windom Area Hospital are in agreement that said Generation Agreement should be terminated based on the following:

1. New rules governing generator emissions (National Emissions Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines, NESHAP RICE) now make this "Generation Agreement" between the Windom Municipal Electric Utility and the Windom Area Hospital economically unfeasible for the final year of Agreement (2011).
2. Equipment costs to meet the NESHAP RICE regulation and to continuously monitor air emissions required to maintain the **non-emergency** status of the Hospital's generator for use by the Electric Utility in demand response and peak shaving goes beyond the real value to either the Utility or the Hospital.

The generator (as is) will remain an asset for the Windom Hospital and the Electric Utility as an **emergency** standby unit for loss of Utility power and for stage II electric grid failure alerts issued by MISO thru the Electric Utility, when required.

Based on the termination requirements of the original Generation Agreement, both the Windom Municipal Electric Utility and the Windom Area Hospital now agree that it is in their best interests to end this Agreement on December 31st, 2010.

Utility Commission	City Council	Hospital
_____ Chairperson	_____ Mayor	_____ Board Chairperson
_____ Secretary	_____ Administrator	_____ Administrator
_____ Date	_____ Date	_____ Date

CITY OF WINDOM
 18TH AVE STORM SEWER
 ESTIMATE OF PROBABLE COST

ITEM	UNIT	TOTAL ESTIMATE QUANTITY	UNIT PRICE	AMOUNT
F & I 24" STORM SEWER	L.F.	300	\$ 40.00	\$ 12,000.00
F & I 36" STORM SEWER	L.F.	850	\$ 80.00	\$ 68,000.00
F & I 48" STORM SEWER	L.F.	650	\$ 120.00	\$ 78,000.00
F & I 54" STORM SEWER	L.F.	300	\$ 150.00	\$ 45,000.00
MANHOLE 7' D	L.F.	40	\$ 700.00	\$ 28,000.00
CATCH BASIN	L.F.	30	\$ 200.00	\$ 6,000.00
MANHOLE CASTING	EACH	6	\$ 450.00	\$ 2,700.00
CATCH BASIN CASTING	EACH	10	\$ 600.00	\$ 6,000.00
BITUMINOUS PATCHING	S.Y.	100	\$ 30.00	\$ 3,000.00
CURB REPAIR	L.F.	50	\$ 30.00	\$ 1,500.00
DITCH RESTORATION	L.F.	1000	\$ 2.00	\$ 2,000.00
ROCK SUBFOUNDATION	C.Y.	100	\$ 20.00	\$ 2,000.00
SUBTOTAL				\$ 254,200.00
CONTINGENCIES, ENG, LEGAL				\$ 63,550.00
TOTAL ESTIMATED COST				\$ 317,750.00

RESOLUTION #2010-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR
PARK AND RECREATION FACILITIES**

WHEREAS, the City Council has the authority to establish rates and fees for municipal services, admissions and rentals; and

WHEREAS, the City Council periodically establishes rates and fees for municipal special revenue funds; and

WHEREAS, the Windom Park & Recreation Commission recommends to the Windom City Council to change fees for the following items; and

WHEREAS, it is in the best interests of the City of Windom and its citizens to operate the city special revenue funds in a cost-effective manner.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Windom, Minnesota, that fees be amended as follows:

Nightly Camping Fees

Effective January 1, 2011

Increase camping fee from \$8.00 per night to \$10.00 per night.

Previously approved by motion of the City Council on September 21, 2010:

Arena – Ice Rates 2010-2011 Season

Hockey Tournaments - \$400.00 per day

Late Fee for Seasonal Rental Skate Sizing - \$15.00

Arena – Ice Rates 2011-2012 Season

Practices and Games - \$105.00 per hour

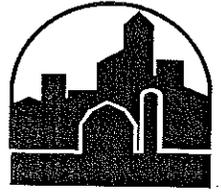
Adopted this 19th day of October, 2010.

Kirby G. Kruse, Mayor

ATTEST:

Steven Nasby, City Administrator

MEMORANDUM



CITY OF WINDOM
444 9th Street
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127
www.windom-mn.com

TO: City Council
FROM: Personnel Committee
DATE: October 14, 2010
RE: Proposed Supervisory COLA - 2011

Attached is a copy of the Supervisory employee pay scale. This spreadsheet shows the hourly wages from 2008 – 2010 and a proposed wage for 2011 based on a 1% general wage increase or cost-of-living adjustment (COLA). Note that there was no COLA for Supervisory employees in 2009, which is why the 2008 and 2009 numbers are identical. In 2010 there was a 1% COLA increase.

As you may recall, the labor agreement with Law Enforcement Labor Services (LELS) provides that \$1,000 was added to the base wage in 2009 of each officer (which resulted in a lump sum payment to the Police officers for 2009), a 1% general wage increase on January 1, 2010, a 1% general wage increase on January 1, 2011 and a 1% general wage increase on July 1, 2011. The labor agreement for the International Brotherhood of Electrical Workers (IBEW) includes general wage increases on January 1 of each year of 1% for 2009, 1% for 2010 and 1% for 2011.

For 2011, the Personnel Committee is recommending a 1% COLA for Supervisory employees.

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CONVENT. & VISTOR BU	LODGING TAX	5,250.03
	Total for Department 101		5,250.03*
CITY OFFICE	MII LIFE	VEBA	198.40
CITY OFFICE	MINNESOTA REVENUE	SALES & USE TAX	361.10
CITY OFFICE	BRIGITTE OLSON	EXPENSE	70.70
	Total for Department 103		630.20*
P & Z / BUILDING OFF	Verizon Wireless	TELEPHONE	33.92
P & Z / BUILDING OFF	MII LIFE	VEBA	148.80
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	96.40
	Total for Department 106		279.12*
CITY HALL	SANDRA HERDER	CLEANING	353.40
CITY HALL	MINNESOTA REVENUE	SALES & USE TAX	1,949.79
CITY HALL	MELISSA PENAS	CLEANING	344.10
	Total for Department 115		2,647.29*
POLICE	MII LIFE	VEBA	1,126.80
POLICE	MINNESOTA REVENUE	SALES & USE TAX	395.30
POLICE	VOYAGER FLEET SERVIC	GAS	41.60
	Total for Department 120		1,563.70*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	12.94
FIRE DEPARTMENT	Verizon Wireless	TELEPHONE	33.92
FIRE DEPARTMENT	MINNESOTA REVENUE	SALES & USE TAX	6.50
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	36.87
	Total for Department 125		90.23*
STREET	AMOCO OIL COMPANY	GAS	154.26
STREET	FRANKS SHOE REPAIR	SHANE SOLETA-REIMBURSE B	50.00
STREET	Verizon Wireless	TELEPHONE	6.85
STREET	MII LIFE	VEBA	841.92
STREET	MINNESOTA REVENUE	SALES & USE TAX	374.28
STREET	PRAXAIR DISTRIBUTION	SERVICE	317.62
STREET	SCOTT VEENKER	MAINTENANCE	347.30
STREET	VET'S WHOA N'GO	GAS	78.89
STREET	VOYAGER FLEET SERVIC	GAS	141.71
	Total for Department 140		2,312.83*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
	Total for Department 145		128.00*
RECREATION	AL BALOUN	MERCHANDISE	52.95
RECREATION	MINNESOTA REVENUE	SALES & USE TAX	361.28
RECREATION	TAMMY HOLTZ	REFUND - RECREATION PROG	60.00
RECREATION	JESSICA SMITH	REFUND - RECREATION PROG	30.00
RECREATION	JENNIFER WALINGA	REFUND - RECREATION PROG	30.00
	Total for Department 150		534.23*
PARKS	MII LIFE	VEBA	185.68

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

PARKS	MINNESOTA REVENUE	SALES & USE TAX	386.46
		Total for Department 165	572.14*
		Total for Fund 01	14,007.77*
LIBRARY	SANDRA HERDER	CLEANING	353.40
LIBRARY	MELISSA PENAS	CLEANING	353.40
LIBRARY	EARLY AMERICAN LIFE	SUBSCRIPTION	23.00
		Total for Department 171	729.80*
		Total for Fund 03	729.80*
AIRPORT	RED ROCK RURAL WATER	WATER	23.50
AIRPORT	SO. CENTRAL ELECTRIC POWER	COST	269.25
		Total for Department 174	292.75*
		Total for Fund 11	292.75*
POOL	MINNESOTA REVENUE	SALES & USE TAX	466.54
		Total for Department 175	466.54*
		Total for Fund 12	466.54*
AMBULANCE	KRUEGER BODY SHOP	MAINTENANCE	415.11
AMBULANCE	MEMSA CONFERENCE	REGISTRATION	805.00
AMBULANCE	MINNESOTA REVENUE	SALES & USE TAX	116.12
AMBULANCE	ROBIN SHAW	EXPENSE	17.74
AMBULANCE	BRAD POWERS	EXPENSE	40.12
AMBULANCE	KIM POWERS	EXPENSE	71.82
AMBULANCE	PAULA RAVERTY	EXPENSE	69.25
AMBULANCE	ALLAN REMPEL	EXPENSE	13.53
AMBULANCE	VET'S WHOA N'GO	GAS	1,462.46
AMBULANCE	BANK MIDWEST	NSF CHECK	69.71
		Total for Department 176	3,080.86*
		Total for Fund 13	3,080.86*
MULTI-PURPOSE BUILDI	Verizon Wireless	TELEPHONE	33.92
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	284.88
MULTI-PURPOSE BUILDI	MINNESOTA REVENUE	SALES & USE TAX	466.54
MULTI-PURPOSE BUILDI	VOYAGER FLEET SERVIC	GAS	78.73
		Total for Department 177	864.07*
		Total for Fund 14	864.07*
SCDP	SW MN HOUSING PARTNE	GRANT PAY #15	19,565.00
		Total for Department 163	19,565.00*
		Total for Fund 17	19,565.00*

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
N IND PARK	SO. CENTRAL ELECTRIC	POWER COST	29.44
		Total for Department 147	29.44*
		Total for Fund 18	29.44*
RIVER BLUFF EST REV	HANSON PLUMBING	LOAN TO MAU HOUSE	849.67
		Total for Department 019	849.67*
		Total for Fund 19	849.67*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	5,461.55
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	221.80
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,644.77
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	5,648.50
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	578.84
LIQUOR	JOHNSON BROS.	MERCHANDISE	5,044.15
LIQUOR	MII LIFE	VEBA	371.36
LIQUOR	MINNESOTA REVENUE	SALES & USE TAX	663.87
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,525.95
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	2,063.50
LIQUOR	BANK MIDWEST	NSF CHECK	45.50
		Total for Department 180	24,269.79*
		Total for Fund 60	24,269.79*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	148.12
WATER	Verizon Wireless	TELEPHONE	40.09
WATER	MII LIFE	VEBA	374.54
WATER	MN AWWA	WA SUR CHARGE	3,226.00
WATER	MINNESOTA REVENUE	SALES & USE TAX	553.87
WATER	VOYAGER FLEET SERVIC	GAS	228.83
WATER	WESTRUM LEAK DETECTI	LEAK DETECTION SURVEY	1,200.00
		Total for Department 181	5,771.45*
		Total for Fund 61	5,771.45*
	ELECTRIC FUND	FINAL BILL PAY-J. GARRIS	4.20
	WESTERN COMM ACTION	REFUND UTILITY PREPAYMEN	295.80
	JARED BALOUN	REFUND - UTILITY PREPAYM	125.00
	MARIAH LEVISON	REFUND - UTILITY PREPAYM	125.00
	JESSICA ROGERS	REFUND - UTILITY PREPAYM	125.00
		Total for Department	675.00*
ELECTRIC	AMOCO OIL COMPANY	GAS	270.46
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	148.15
ELECTRIC	Verizon Wireless	TELEPHONE	39.26
ELECTRIC	MII LIFE	VEBA	1,049.86
ELECTRIC	MINNESOTA REVENUE	SALES & USE TAX	580.74
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	342.43
ELECTRIC	BRAD BUSSA	CLEANING	184.60

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	VOYAGER FLEET SERVIC	GAS	132.89
ELECTRIC	KIMBERLY ARMSTRONG	ENERGY REBATE	35.00
ELECTRIC	CHAPMAN METERING LLC	INSPECTION	462.00
ELECTRIC	JUSTIN ESPENSON	ENERGY REBATE	25.00
ELECTRIC	EUGENE HANCHETT	ENERGY REBATE	50.00
ELECTRIC	HARLAN HAYFNGA	ENERGY REBATE	50.00
ELECTRIC	RICHARD HOFFMAN	ENERGY REBATE	50.00
ELECTRIC	JIM KARTES	ENERGY REBATE	50.00
ELECTRIC	JUDY MUTZ	ENERGY REBATE	50.00
ELECTRIC	GARY ONKEN	ENERGY REBATE	60.00
ELECTRIC	JERRY PARKER	ENERGY REBATE	95.00
ELECTRIC	DENNIS PURRINGTON	ENERGY REBATE	50.00
ELECTRIC	BARB QUARVE	ENERGY REBATE	35.00
ELECTRIC	DICK ROBINSON	ENERGY REBATE	25.00
	Total for Department 182		3,785.39*
	Total for Fund 62		4,460.39*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	88.48
SEWER	AMOCO OIL COMPANY	GAS	160.90
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	148.12
SEWER	Verizon Wireless	TELEPHONE	40.09
SEWER	MII LIFE	VEBA	931.58
SEWER	MINNESOTA REVENUE	SALES & USE TAX	674.22
SEWER	SCOTT VEENKER	MAINTENANCE	804.93
SEWER	VOYAGER FLEET SERVIC	GAS	136.45
SEWER	MT LAKE MUNICIPAL UT	TELEVISIONS	250.00
	Total for Department 183		3,234.77*
	Total for Fund 63		3,234.77*
ARENA	AMOCO OIL COMPANY	GAS	83.78
ARENA	AL BALOUN	MERCHANDISE	6.60
ARENA	Verizon Wireless	TELEPHONE	68.33
ARENA	MII LIFE	VEBA	371.36
ARENA	MINNESOTA REVENUE	SALES & USE TAX	508.38
ARENA	VET'S WHOA N'GO	GAS	98.47
ARENA	VOYAGER FLEET SERVIC	GAS	12.59
	Total for Department 184		1,149.51*
	Total for Fund 64		1,149.51*
	BANK MIDWEST	LOAN PAYMENT	1,330.06
	Total for Department		1,330.06*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	177.00
ECONOMIC DEVELOPMENT	AARON BACKMAN	SUPPLIES	16.00
ECONOMIC DEVELOPMENT	Verizon Wireless	TELEPHONE	33.94
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	235.28
ECONOMIC DEVELOPMENT	MINNESOTA REVENUE	SALES & USE TAX	25.87

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ECONOMIC DEVELOPMENT	BANK MIDWEST	LOAN PAYMENT	2,669.94
		Total for Department 187	3,158.03*
		Total for Fund 67	4,488.09*
RIVERBLUFF ESTATES	MINNESOTA REVENUE	SALES & USE TAX	217.75
RIVERBLUFF ESTATES	BRADY POWERS	MOWING	120.00
		Total for Department 166	337.75*
		Total for Fund 68	337.75*
	MN 9-1-1 PROGRAM	911 SERVICE	1,102.39
		Total for Department	1,102.39*
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	444.36
TELECOMMUNICATIONS	Verizon Wireless	TELEPHONE	240.36
TELECOMMUNICATIONS	MII LIFE	VEBA	665.78
TELECOMMUNICATIONS	MINNESOTA REVENUE	SALES & USE TAX	1,085.99
TELECOMMUNICATIONS	QWEST COMMUNICATIONS	DIRECTORY LISTING	179.64
TELECOMMUNICATIONS	SIJAMBO CAFE	EXPENSE	47.88
TELECOMMUNICATIONS	UNIVERSAL SERVICE AD	USER FEES	1,340.30
TELECOMMUNICATIONS	VET'S WHOA N'GO	GAS	78.76
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	68.61
		Total for Department 199	4,151.68*
		Total for Fund 69	5,254.07*
		Grand Total	88,851.72*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	ELECTRIC FUND	UTILITIES	159.63
	Total for Department 103		159.63*
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITIES	48.53
	Total for Department 106		48.53*
CITY HALL	ELECTRIC FUND	UTILITIES	577.95
	Total for Department 115		577.95*
POLICE	ELECTRIC FUND	UTILITIES	67.72
	Total for Department 120		67.72*
FIRE DEPARTMENT	ELECTRIC FUND	UTILITIES	27.09
	Total for Department 125		27.09*
STREET	ELECTRIC FUND	MAINTENANCE	4.96
STREET	ELECTRIC FUND	UTILITIES	2,825.12
STREET	BRICKSON OIL CO	GAS	202.30
STREET	SHANE SOLETA	REIMBURSEMENT FOR SAFETY	50.00
STREET	TOM VOTH	SAFETY BOOT REIMBURSEMEN	50.00
STREET	STEVE WILLARD	SAFETY BOOT REIMBURSEMEN	50.00
	Total for Department 140		3,182.38*
PARKS	ELECTRIC FUND	UTILITIES	3,327.80
PARKS	ERICKSON OIL CO	GAS	74.49
	Total for Department 165		3,402.29*
	Total for Fund 01		7,465.59*
LIBRARY	ELECTRIC FUND	UTILITIES	486.53
	Total for Department 171		486.53*
	Total for Fund 03		486.53*
POOL	ELECTRIC FUND	UTILITIES	1,222.03
	Total for Department 175		1,222.03*
	Total for Fund 12		1,222.03*
	ARROW MANUFACTURING	30% OF NEW AMBULANCE	31,673.40
	Total for Department		31,673.40*
AMBULANCE	ELECTRIC FUND	UTILITIES	24.96
	Total for Department 176		24.96*
	Total for Fund 13		31,698.36*
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITIES	1,515.87
MULTI-PURPOSE BUILDI	RICHARD TORKELSON	REFUND - CANCELLED WEDDI	175.00
	Total for Department 177		1,690.87*

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Fund 14	1,690.87*
RIVER BLUFF EST REV	DALLAS SMITH CONSTRU	CONSTRUCTION LOAN-S. MAU	3,020.67
		Total for Department 019	3,020.67*
		Total for Fund 19	3,020.67*
LIQUOR	ELECTRIC FUND	MAINTENANCE	36.62
LIQUOR	ELECTRIC FUND	UTILITIES	1,315.36
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	1,928.16
LIQUOR	JOHNSON BROS.	MERCHANDISE	984.78
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	3,994.30
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	2,510.55
		Total for Department 180	10,769.77*
		Total for Fund 60	10,769.77*
	WENCK ASSOCIATES, IN	HWY 60 PROJECT	57.00
		Total for Department	57.00*
WATER	ELECTRIC FUND	UTILITIES	5,201.78
WATER	GOPHER STATE ONE CAL	LOCATE	10.39
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	128.44
WATER	WENCK ASSOCIATES, IN	LANDFILL	1,819.78
		Total for Department 181	7,160.39*
		Total for Fund 61	7,217.39*
ELECTRIC	ELECTRIC FUND	UTILITIES	261.88
ELECTRIC	ERICKSON OIL CO	GAS	69.17
ELECTRIC	GOPHER STATE ONE CAL	LOCATE	10.40
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	128.44
ELECTRIC	BANK MIDWEST	NSF CHECK	175.00
		Total for Department 182	644.89*
		Total for Fund 62	644.89*
SEWER	ELECTRIC FUND	UTILITIES	14,691.68
SEWER	ERICKSON OIL CO	GAS	124.53
SEWER	GOPHER STATE ONE CAL	LOCATE	10.39
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	128.43
		Total for Department 183	14,955.03*
		Total for Fund 63	14,955.03*
ARENA	ELECTRIC FUND	UTILITIES	2,493.22
		Total for Department 184	2,493.22*
		Total for Fund 64	2,493.22*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITIES	67.78
		Total for Department 187	67.78*
		Total for Fund 67	67.78*
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	17.82
TELECOMMUNICATIONS	BIG TEN NETWORK	SUBSCRIBER	1,559.30
TELECOMMUNICATIONS	CNN - TURNER NETWORK	SUBSCRIBER	795.68
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	13.00
TELECOMMUNICATIONS	DHJV COMPANY LLC	SUBSCRIBER	8.05
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	49.36
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	3,400.00
TELECOMMUNICATIONS	E-911	MONTHLY 911 SERVICE	43.95
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITIES	1,959.39
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	5,270.72
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATE	31.17
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	385.32
TELECOMMUNICATIONS	KARE	SUBSCRIBER	448.70
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	671.51
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	21,190.53
TELECOMMUNICATIONS	TBS - TURNER NETWORK	SUBSCRIBER	684.18
TELECOMMUNICATIONS	TCM - TURNER NETWORK	SUBSCRIBER	373.77
TELECOMMUNICATIONS	TNT - TURNER NETWORK	SUBSCRIBER	1,586.92
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	216.40
		Total for Department 199	38,735.77*
		Total for Fund 69	38,735.77*
	COLONIAL LIFE INSURA	INSURANCE	8.82
		Total for Department	8.82*
		Total for Fund 70	8.82*
		Grand Total	120,476.72*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	95.45
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	LEGAL FEES	189.00
	Total for Department 101		284.45*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
CITY OFFICE	CITIZEN PUBLISHING C	ADVERTISING	55.00
CITY OFFICE	INDOFF, INC	PAPER	373.50
CITY OFFICE	INDOFF, INC	SUPPLIES	23.05
CITY OFFICE	HY-VEE FOOD STORE	MERCHANDISE	8.04
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
	Total for Department 103		510.58*
P & Z / BUILDING OFF	INDOFF, INC	SUPPLIES	38.48
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
P & Z / BUILDING OFF	MN DEPT OF LABOR & I	BLDG PERMIT SURCHARGE	519.77
P & Z / BUILDING OFF	PAMIDA	SUPPLIES	77.49
P & Z / BUILDING OFF	COUNTRY PRIDE SERVIC	MAINTENANCE	399.60
P & Z / BUILDING OFF	CARQUEST AUTO PARTS	MAINTENANCE	5.79
	Total for Department 106		1,047.63*
CITY HALL	AMERIGAS - WORTHINGT	WATER TREATMENT	23.46
CITY HALL	CULLIGAN	SERVICE	12.50
CITY HALL	HOMETOWN SANITATION	HAUL GARBAGE	85.04
CITY HALL	MN DEPT OF LABOR & I	LICENSE	10.00
CITY HALL	SCHWALBACH HARDWARE	MAINTENANCE	945.07
	Total for Department 115		1,076.07*
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,500.00
POLICE	INDOFF, INC	PAPER	124.50
POLICE	INDOFF, INC	SUPPLIES	208.18
POLICE	WINDOM AUTO VALU	MAINTENANCE	19.07
POLICE	MCDONALD & SCHRAMMEL	LEGAL FEES	3,916.50
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	37.36
POLICE	FLEET SERVICES DIVIS	LEASE CAR	2,408.40
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	581.29
POLICE	CARQUEST AUTO PARTS	MAINTENANCE	190.66
POLICE	WATONWAN COUNTY	IT SERVICE	459.03
POLICE	SOUTHWESTERN MENTAL	SERVICE	50.00
	Total for Department 120		9,792.49*
FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	MN DEPT OF EMPLOY & E	UNEMPLOYMENT BENEFIT	-594.79
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	186.21
FIRE DEPARTMENT	JERRY'S REPAIR	MAINTENANCE	256.29
FIRE DEPARTMENT	LUCAN COMMUNITY TV I	MAINTENANCE	271.46
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
FIRE DEPARTMENT	QUEST	TELEPHONE	58.86
FIRE DEPARTMENT	WINDOM FARM SERVICE	MAINTENANCE	7.44
FIRE DEPARTMENT	CARQUEST AUTO PARTS	MAINTENANCE	30.29

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
FIRE DEPARTMENT	NEPM - ASI #279381	SUPPLIES	93.00
	Total for Department 125		527.76*
EMERGENCY MANAGEMENT	COTTONWOOD CO TREASU	DISPATCHING	12.50
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	200.00
	Total for Department 130		212.50*
ANIMALS	COTTONWOOD-SLAYTON V	VETERINARY SERVICE	355.98
ANIMALS	J P COOKE CO	PET LICENSE	49.30
	Total for Department 135		405.28*
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	INDOFF, INC	PAPER	124.50
STREET	MN DEPT OF EMPLOY & E	UNEMPLOYMENT BENEFIT	193.84
STREET	ERICKSON TRUCK-N-PAR	MAINTENANCE	37.41
STREET	GRAHAM TIRE	MAINTENANCE	509.04
STREET	HANCOR	MAINTENANCE	90.80
STREET	HOMETOWN SANITATION	HAUL GARBAGE	130.85
STREET	WINDOM AUTO VALU	MAINTENANCE	214.25
STREET	MCLAUGHLIN & SCHULZ,	MAINTENANCE	887.95
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
STREET	MN DEPT OF LABOR & I	LICENSE	10.00
STREET	QUEST	TELEPHONE	58.86
STREET	PRAXAIR DISTRIBUTION	SERVICE	23.84
STREET	RIVERSIDE TIRE	MAINTENANCE	50.00
STREET	SCHWALBACH HARDWARE	MAINTENANCE	60.65
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	790.75
STREET	CARQUEST AUTO PARTS	MAINTENANCE	191.04
STREET	P.M. REPAIR & DETAIL	MAINTENANCE	96.56
	Total for Department 140		3,601.84*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
	Total for Department 150		44.49*
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	INDOFF, INC	PAPER	124.50
PARKS	HOMETOWN SANITATION	HAUL GARBAGE	111.00
PARKS	LAMPERTS YARDS, INC.	MAINTENANCE	1,920.77
PARKS	MCDONALD & SCHRAMMEL	LEGAL FEES	31.50
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	224.89
PARKS	COUNTRY PRIDE SERVIC	MAINTENANCE	901.68
	Total for Department 165		3,351.84*
	Total for Fund 01		20,854.93*
LIBRARY	AUDIO GO	BOOKS	224.52
LIBRARY	INDOFF, INC	SUPPLIES	460.28
LIBRARY	GALE	BOOKS	265.69
LIBRARY	HEARST CORP	SUBSCRIPTION	26.97
LIBRARY	INGRAM	BOOKS	1,634.80

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	J & K WINDOWS	CLEANING	20.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	221.27
LIBRARY	RECORDED BOOKS, LLC	SUBSCRIPTION	148.20
LIBRARY	READERS SERVICE	BOOKS	40.22
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	566.70
LIBRARY	SPORTS ILLUSTRATED	SUBSCRIPTION	89.04
LIBRARY	NATIONAL WILDLIFE FE	SUBSCRIPTION	15.00
LIBRARY	HOUSE BEAUTIFUL	SUBSCRIPTION	24.00
LIBRARY	UNION PEN COMPANY	CALENDAR	294.26
LIBRARY	DISNEY MOVIE CLUB	MOVIES	38.38
	Total for Department 171		4,069.33*
	Total for Fund 03		4,069.33*
AIRPORT	COOPER CROUSE - HIND SERVICE		695.43
AIRPORT	SCHWALBACH HARDWARE	MAINTENANCE	14.95
	Total for Department 174		710.38*
	Total for Fund 11		710.38*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
POOL	MN DEPT OF LABOR & I	LICENSE	10.00
	Total for Department 175		54.49*
	Total for Fund 12		54.49*
AMBULANCE	BOUND TREE MEDICAL,	EQUIPMENT	655.90
AMBULANCE	COTTONWOOD CO TREASU	DISPATCHING	200.00
AMBULANCE	LEWIS FAMILY DRUG #5	SUPPLIES	205.09
AMBULANCE	HIGLEY FORD SALES	MAINTENANCE	398.18
AMBULANCE	WINDOM AUTO VALU	MAINTENANCE	17.94
AMBULANCE	HY-VEE FOOD STORE	MERCHANDISE	2.67
AMBULANCE	KDOM RADIO	ADVERTISING	250.00
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	40.97
AMBULANCE	Verizon Wireless	TELEPHONE	89.81
AMBULANCE	QUEST	TELEPHONE	58.87
AMBULANCE	SCHWALBACH HARDWARE	MAINTENANCE	14.40
AMBULANCE	MN WEST COMMUNITY	TRAINING	3,226.50
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	718.79
AMBULANCE	COUNTRY PRIDE SERVIC	MAINTENANCE	346.11
AMBULANCE	CARQUEST AUTO PARTS	MAINTENANCE	28.32
AMBULANCE	ZOLL MEDICAL CORPORA	SUPPLIES	384.75
	Total for Department 176		6,638.30*
	Total for Fund 13		6,638.30*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
MULTI-PURPOSE BUILDI	CITIZEN PUBLISHING C	ADVERTISING	175.00
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	152.51
MULTI-PURPOSE BUILDI	INDOFF, INC	PAPER	124.50

CITY OF WINDOM
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Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	INDOFF, INC	SUPPLIES	78.29
MULTI-PURPOSE BUILDI	HEARTLAND FATER COMP	SUPPLIES	219.80
MULTI-PURPOSE BUILDI	HOMETOWN SANITATION	HAUL GARBAGE	51.52
MULTI-PURPOSE BUILDI	HY-VEE FOOD STORE	MERCHANDISE	49.83
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	144.80
MULTI-PURPOSE BUILDI	J. H. LARSON	SUPPLIES/MAINTENANCE	63.17
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	19.73
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	84.22
	Total for Department 177		1,207.86*
	Total for Fund 14		1,207.86*
RIVER BLUFF EST REV	STEVE MAU	CONSTRUCTION LOAN	244.00
	Total for Department 019		244.00*
	Total for Fund 19		244.00*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.54
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	4,270.22
LIQUOR	CITY OF WINDOM	CIGARETTE LICENSE	20.00
LIQUOR	CULLIGAN	SERVICE	669.30
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	3,126.42
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	581.95
LIQUOR	HOMETOWN SANITATION	GARBAGE	48.06
LIQUOR	RON'S ELECTRIC INC	MAINTENANCE	189.25
LIQUOR	S&K LINES	FREIGHT	1,550.00
LIQUOR	TOTAL REGISTER SYSTE	SUPPLIES	218.83
LIQUOR	BANK MIDWEST	NSF CHECKS-RIVER BEND LI	47.30
LIQUOR	AUTOMATIC DOOR GROUP	MAINTENANCE	570.20
	Total for Department 180		16,375.56*
	Total for Fund 60		16,375.56*
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.52
WATER	BARGEN INC	MAINTENANCE	610.00
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00
WATER	INDOFF, INC	PAPER	175.00
WATER	INDOFF, INC	SUPPLIES	82.27
WATER	ELITE MECHANICAL SYS	MAINTENANCE	180.44
WATER	HAWKINS, INC	CHEMICALS	5,411.93
WATER	HOMETOWN SANITATION	HAUL GARBAGE	85.04
WATER	WINDOM AUTO VALU	MAINTENANCE	11.32
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
WATER	MN VALLEY TESTING	TESTING	149.75
WATER	QUBST	TELEPHONE	58.87
WATER	RON'S ELECTRIC INC	MAINTENANCE	42.00
WATER	SCHWALBACH HARDWARE	MAINTENANCE	276.40
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	310.20
WATER	SVOBODA EXCAVATING,	MAINTENANCE	1,341.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	CARQUEST AUTO PARTS	MAINTENANCE	19.81
WATER	WORTHINGTON DAILY GL	ADVERTISING	78.88
WATER	FERGUSON WATERWORKS	SUPPLIES	65.65
		Total for Department 181	9,049.58*
		Total for Fund 61	9,049.58*
	BORDER STATES ELECTR	INVENTORY	703.77
	DAKOTA SUPPLY GROUP	MAINTENANCE	447.58
	J. H. LARSON	SUPPLIES/MAINTENANCE	183.16
	RESCO	INVENTORY	33.35
	WESCO DISTRIBUTION,	SUPPLIES	912.01
	STUART C IRBY CO	MAINTENANCE	869.35
		Total for Department	3,149.22*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.55
ELECTRIC	B & B TRANSFORMER	MAINTENANCE	73.31
ELECTRIC	BORDER STATES ELECTR	INVENTORY	842.91
ELECTRIC	CENTRAL MINNESOTA MU	CIP SERVICE ASSESSMENT	5,112.00
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50
ELECTRIC	INDOFF, INC	PAPER	124.50
ELECTRIC	MN DEPT OF EMPLOY & E	UNEMPLOYMENT BENEFIT	1,325.45
ELECTRIC	FOX BROTHERS	MAINTENANCE	107.96
ELECTRIC	GODFATHER'S PIZZA	EXPENSE	27.77
ELECTRIC	HOMETOWN SANITATION	HAUL GARBAGE	84.75
ELECTRIC	KDOM RADIO	ADVERTISING	211.20
ELECTRIC	J. H. LARSON	SUPPLIES/MAINTENANCE	245.11
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
ELECTRIC	MN MUNICIPAL UTILITI	ANNUAL SAFETY	2,200.00
ELECTRIC	MN MUNICIPAL UTILITI	CONNECTOR LAYOUT	250.00
ELECTRIC	QUEST	TELEPHONE	55.41
ELECTRIC	RAILROAD MANAGEMENT	RENT	7,812.88
ELECTRIC	RESCO	INVENTORY	220.65
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	40.67
ELECTRIC	SO. CENTRAL ELECTRIC	FIND FAULT	618.70
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	68.20
ELECTRIC	TANKNOLOGY INC	MAINTENANCE	622.60
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	111,914.78
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	COUNTRY PRIDE SERVIC	MAINTENANCE	284.82
ELECTRIC	WINDOM QUICK PRINT	SUPPLIES	604.54
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	4.80
ELECTRIC	BANK MIDWEST	NSF CHECK	144.51
ELECTRIC	GELDNER CONSTRUCTION	MAINTENANCE	300.00
		Total for Department 182	134,736.07*
		Total for Fund 62	137,885.29*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	163.35
SEWER	BARGEN INC	MAINTENANCE	1,525.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	COTTONWOOD COUNTY LA	GARBAGE	91.10
SEWER	COTTONWOOD CC TREASU	DISPATCHING	100.00
SEWER	INDOFF, INC	PAPER	175.04
SEWER	INDOFF, INC	SUPPLIES	39.84
SEWER	FASTENAL	SUPPLIES	69.96
SEWER	HAWKINS, INC	CHEMICALS	1,914.54
SEWER	G.NEIL CO	SUPPLIES	88.74
SEWER	WINDOM AUTO VALU	MAINTENANCE	152.15
SEWER	J&M WASTE APPLICATOR	HAUL SLUDGE	10,337.75
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
SEWER	MN DEPT OF LABOR & I	LICENSE	10.00
SEWER	MN VALLEY TESTING	TESTING	2,555.60
SEWER	QUEST	TELEPHONE	260.61
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	205.60
SEWER	SEWER EQUIPMENT CO	MAINTENANCE	667.71
SEWER	COUNTRY PRIDE SERVIC	MAINTENANCE	62.95
SEWER	WORTHINGTON DAILY GL	ADVERTISING	78.87
	Total for Department 183		19,505.31*
	Total for Fund 63		18,505.31*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	44.49
ARENA	AMERIPRIDE LINEN CO	SERVICE	80.72
ARENA	DAKOTA SUPPLY GROUP	MAINTENANCE	122.48
ARENA	INDOFF, INC	PAPER	175.00
ARENA	HEARTLAND PAPER COMP	SUPPLIES	592.28
ARENA	HOMETOWN SANITATION	HAUL GARBAGE	130.88
ARENA	HY-VEE FOOD STORE	MERCHANDISE	208.13
ARENA	KDOM RADIO	ADVERTISING	74.00
ARENA	LAMPERTS YARDS, INC.	MAINTENANCE	12.53
ARENA	RIEDEL SHOES, INC	SKATES	148.57
ARENA	RON'S ELECTRIC INC	MAINTENANCE	574.51
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	98.63
ARENA	STONER INDUSTRIAL, I	SERVICE	9.55
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	10.14
ARENA	WINDOM PAINTING	MAINTENANCE	41.68
ARENA	WINDOM YOUTH HOCKEY	REIMB FOR CONCESSION CON	4,416.90
	Total for Department 184		6,740.49*
	Total for Fund 64		6,740.49*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	90.00
ECONOMIC DEVELOPMENT	INDOFF, INC	PAPER	124.50
ECONOMIC DEVELOPMENT	INDOFF, INC	SUPPLIES	277.89
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	115.50
ECONOMIC DEVELOPMENT	PAMIDA	SUPPLIES	77.48
ECONOMIC DEVELOPMENT	SUBWAY	EXPENSE	82.82
	Total for Department 187		768.19*
	Total for Fund 67		768.19*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	133.47
TELECOMMUNICATIONS	BLUEHIGHWAYS	SUBSCRIBER	40.54
TELECOMMUNICATIONS	CARL'S REPAIR	MAINTENANCE	272.00
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	ADVERTISING	391.50
TELECOMMUNICATIONS	DATA CONNECTION	MAINT CONTRACT METASWITC	3,000.00
TELECOMMUNICATIONS	INDOFF, INC	PAPER	124.50
TELECOMMUNICATIONS	HOMETOWN SANITATION	GARBAGE	73.92
TELECOMMUNICATIONS	HY-VEE FOOD STORE	MERCHANDISE	36.78
TELECOMMUNICATIONS	KDOM RADIO	ADVERTISING	92.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	EQUIPMENT	947.76
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	35.00
TELECOMMUNICATIONS	CALIX	MAINTENANCE	1,973.10
TELECOMMUNICATIONS	RPD TV	SUBSCRIBER	195.12
TELECOMMUNICATIONS	RUSHMORE INDUSTRIES,	FREIGHT	143.89
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	100.68
TELECOMMUNICATIONS	SHOWTIME NETWORKS IN	SUBSCRIBER	299.20
TELECOMMUNICATIONS	SOUTHWEST/WEST CENTR	SERVICE	833.33
TELECOMMUNICATIONS	SUBWAY	EXPENSE - MIRC EXP	88.18
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	38.26
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	186.67
TELECOMMUNICATIONS	ZAYO BANDWIDTH	BANDWIDTH BILLING	5,680.83
	Total for Department 199		14,686.73*
	Total for Fund 69		14,686.73*
	Grand Total		237,790.44*



Coalition of Greater Minnesota Cities
CGMC in Brief

October 14, 2010

Contact: Tim Flaherty
651-225-8840

Emmer's proposed cut to property tax aids and credits results in property tax hike, according to new analysis

Jeff Van Wychen, a highly reputable analyst with Minnesota2020, released two reports earlier this week that attempt to estimate the property tax implications of Rep. Emmer's proposed \$1.15 billion cut to the state's property tax aids and credits budget. Since Rep. Emmer has yet to provide any detail on the specific programs he would cut, Mr. Van Wychen bases his analysis on assumptions gathered from Rep. Emmer's previous comments and actions. Van Wychen's assumptions include that Emmer would not cut direct individual property tax programs like the circuit breaker (a program that refunds homeowners that pay a larger percentage of their income to property taxes), nor would he cut aid for police and fire. Additionally, the analysis also assumes that Rep. Emmer would eliminate the political refund program. With these assumptions in mind, Mr. Van Wychen's analysis finds that accounting for the \$1.15 billion cut to property tax aids and credits in a proportional manner would require a 57.6% cut to the remaining aids and credit programs, including LGA, County Program Aid and Market Value Credit.

Estimated homeowners tax increases

Using the same levy-back assumptions used by Minnesota House Research and the Department of Revenue, the analysis finds that Rep. Emmer's aids and credit cuts would increase homeowner property taxes by an average of 8.8% or \$215. Increases would be greater in cities (9.0%) than in townships (7.2%); increases would also be higher in greater Minnesota cities (20.6%) than in Minneapolis and St. Paul (11.7%) and the other metro cities (3.9%). Furthermore, the analysis shows that greater Minnesota cities would see the largest drop in city revenue to run city programs, a loss of 7.3% compared to just 0.7% in metro cities (not including Minneapolis and St. Paul).

Estimated business tax increases

Mr. Van Wychen's analysis also examines business and industrial property taxes. Rep. Emmer's budget calls for a \$100 million reduction in the state property tax levy on business property; however, because of cuts to other aid and credit programs, businesses in some areas of the state could see substantial property tax increases. On average, business property taxes would increase 1.4%, with cities seeing larger increases than townships; townships would actually see an average decrease of -0.9%. Greater Minnesota cities would again see the largest increase, an average 6% jump for commercial properties and 7.5% for industrial. Metro cities (not including Minneapolis and St. Paul) would see an average decrease of 0.9%. Some outstate cities would see considerably larger increases than the average Minnesota city. For example, Worthington's business property taxes would increase by 12% and International Falls' by 33%, while Eden Prairie's would decrease by 1.3%.



To read the full report and to see how your city would fare under this analysis, follow the links below:

- For homeowner property taxes: <http://bit.ly/aHGqZN>
- For business property taxes: <http://bit.ly/9TNwdJ>

Dayton/Horner positions

No study has been done on the other two candidates proposed budget's impacts on property taxes. Mark Dayton has stated that he would not reduce Local Government Aid, but must raise at least \$900 million more in revenue or find \$900 million more in cuts to balance his budget plan. He has stated recently that if he could not find new revenue or sufficient cuts, he would be open to delaying a portion of the school shift repayments.

Tom Horner has voiced support for a type of program like Local Government Aid, but has not stated at what level he would fund the program. His budget calls for \$1.35 billion in cuts, but he does not have a complete detailed list of spending reductions. His budget also proposes \$1.1 billion in "savings from redesigns." Part of his redesign plan is to reduce County Program Aid while allowing counties the ability to impose a ½ cent sales tax. Mr. Horner also calls for a Local Government Aid Redesign team to redesign the LGA formula using core services as a base.

Communicate with local press

We encourage CGMC members to communicate the candidates' positions on LGA and property taxes to your local press, including the Van Wychen analysis, and to share with the press the local property tax and service implications of reduced LGA in 2011.

Sign up today to serve on a CGMC committee

Members who would like to serve on a CGMC policy committee are encouraged to contact the appropriate staff member below with your interest. Committee members prepare draft policy positions for the full membership's approval and discuss advocacy strategies during the legislative session. Most committee work will be conducted via conference call in early November. The deadline for signing up for a committee is Friday, Oct. 29.

Annexation & Land Use: Bradley Peterson, brmpeterson@flaherty-hood.com

Economic Development: J.D. Burton, jdburton@flaherty-hood.com

Energy & Environment: Elizabeth Wefel, ewwefel@flaherty-hood.com

Labor & Employee Relations: Chris Hood, cmthood@flaherty-hood.com

LGA/Property Tax Relief: Steve Peterson, smpeterson@flaherty-hood.com

Transportation: J.D. Burton, jdburton@flaherty-hood.com



Special session called for Monday, Oct. 18, to address southern MN flood and Wadena area tornado

Having received the necessary federal disaster declaration, Governor Pawlenty has called a special session of the legislature for this coming Monday, October 18. The federal disaster declaration covers 21 counties in southern Minnesota and paves the way for the state to pass a disaster package that will be in the neighborhood of \$74 million. The package is split between \$32.5 million in general fund dollars as well as various pots of bonding authority, including the state general obligation bonds and trunk highway bonds. The package is modeled after the 2007 legislation which addressed the southeast Minnesota floods that devastated many communities that summer. Issues addressed by the legislation will include the Flood Hazard Mitigation grant program, the Reinvest in Minnesota (RIM) Conservation Easements program, road and bridge rehabilitation and replacement, grants and loans to affected businesses, and aid to school districts affected by the disaster.

The special session will also provide some assistance for the recovery from the tornados that hit northwestern and north central Minnesota, including the City of Wadena. Please be in touch with Bradley Peterson if you have any questions regarding the special session or disaster related legislation.

**SAVE THE DATE:
2011 Legislative
Action Day**

CGMC's annual Legislative Action Day and Reception is scheduled for Wednesday, February 2, 2011. Legislative Action Day is hosted at the Flaherty & Hood offices in St. Paul and includes a strategy session followed by time to lobby your local legislators at the Capitol. Afterwards, CGMC members and their legislators dine together at Mancini's Char House. Save the date and stay tuned for more information in the coming months!

**Register today for
the CGMC fall
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Registration materials are now available for the CGMC fall conference, which will be held **Nov. 10-12 in Alexandria**. The agenda and registration form are attached. With the conference scheduled for the week following the elections, we will discuss the election results and their potential impact on our strategies for the upcoming legislative session. In addition to election analysis and setting policy positions and strategies, other highlights of the conference include a training session for members to develop stronger lobbying skills, a Veterans Day event, and our invited key note speaker for Thursday's dinner, Sen. Al Franken. This will be a very productive and informative event, so be sure to register today!





Tools Available to Provide Relief for Flood Victims

Property owners affected by the recent floods in Minnesota may be eligible for property tax abatements and/or credits.

(Published Oct 13, 2010)

Although the governor and Legislature are drafting new legislation to help those affected by recent floods, the state already has a few permanent tools available to provide some relief. (**Read related article: Flood Relief Special Session on Hold.** *(Link to: <http://www.lmc.org/page/1/flood-specialsession.jsp>)*)

Based on changes to *Minnesota Statutes, sections 273.1231–273.1235* *(Link to: <https://www.revisor.mn.gov/statutes/?id=273>)* enacted in 2007, the state can respond to recent floods with the following property tax abatements and credits:

Immediate response tools for the 2010 tax year

State reimbursed property tax abatement. Property owners *in a qualifying disaster or emergency area* that experience structural damage of more than 50 percent of the property's value are eligible for an abatement of property taxes in 2010. The abatement is equal to the difference in net tax on the property, computed using the original market value for 2010 taxes (value on Jan. 2, 2009) and the taxes computed using the damaged value of the property.

The property owner must submit a written application to the county assessor and the county board as soon as practical after the damage occurs. If the county approves the request, the taxes are abated and the county notifies the state. Local units of government are reimbursed by the state for the loss of revenues due to the abatement.

Non-reimbursed property tax abatement. Property owners *not in a qualifying disaster or emergency area* that experience structural damage of more than 50 percent of the property's value are eligible for an abatement of property taxes in 2010. The abatement is equal to the difference in net tax on the property, computed using the original market value for 2010 taxes (value on Jan. 2, 2009) and the taxes computed using the damaged value of the property proportionately reduced by the number of months the structure suffered the loss.

The property owner must submit a written application to the county assessor and the county board as soon as practical after the damage occurs. If the county approves the request, the taxes are abated. However, there is no state reimbursement for the loss of local revenue. Affected local units of government can levy for the loss, above any levy limit, in a subsequent year. In the year after the disaster, properties affected by the floods are eligible for a state-paid property tax credit.

Response tools for the 2011 tax year

Property tax credit. For the 2011 property tax year, affected property owners will be eligible for either a state-paid credit or a local credit toward their 2011 property taxes as follows:

- For homeowners *in a disaster or emergency area*, an automatic credit will be provided based on the difference in net tax on the property, computed using the original market value of the property (value on Jan. 2, 2010) and the damaged value. The county will automatically calculate the credit; no application is needed. Unlike the 2010 abatements, there is no minimum damage threshold to qualify for the credit. Because this is a state-paid credit, local units of government do not lose property tax revenues.
- For homeowners *not in a disaster or emergency area*, a local credit (not reimbursed by the state) is available at the discretion of the county board. The property must experience a loss of at least 50 percent of its value, and the credit will be based on the difference in net tax on the property, computed using the original market value of the property (value on Jan. 2, 2010) and the damaged value, proportionately reduced by the number of months the structure suffered the loss. Local units of government will not be reimbursed for the loss of revenue as a result of the local credit, and current law does not allow a special levy in the subsequent year to recover the loss of revenue.
- For non-homesteaded property *in a disaster or emergency area*, a state-paid credit is available for property that experiences a loss of at least 50 percent of the property's value. Unlike the automatic credit available to homeowners, the property owner must submit a written application to the county assessor and the county board. If the credit is granted by the county, the property owner's taxes will be reduced and, because the credit is reimbursed by the state, local units of government do not lose property tax revenues.
- For non-homesteaded property *not in a disaster or emergency area*, a local credit (not reimbursed by the state) is available for property that experiences a loss of at least 50 percent of the property's value. The credit will be based on the difference in net tax on the property, computed using the original market value of the property (value on Jan. 2, 2010) and the damaged value, proportionately reduced by the number of months the structure suffered the loss. Local units of government will not be reimbursed for the loss of revenue as a result of the local credit, and current law does not allow a special levy in the subsequent year to recover the loss of revenue.

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Gary Carlson

IGR Director

(651) 281-1255 or (800) 925-1122

gcarlson@lmc.org ([Link to: mailto:gcarlson@lmc.org](mailto:gcarlson@lmc.org))



Government Redesign Efforts Well Underway

All four government redesign councils created by the 2010 Legislature have begun their work.
(Published Oct 13, 2010)

With cuts to state aids for local governments and mandate relief not an easy option, the 2010 Legislature turned to government service delivery redesign and collaboration as a way of trying to reduce obstacles and help all levels of government save money.

Four such councils or commissions were set into place, most with reports due back for the 2011 Legislature. Each statutorily called for the League of Minnesota Cities to make the official city appointment.

Just in the last week, the final group has convened. All of the meetings are public, and many have been held at either the League building or the Association of Minnesota Counties. Minutes and related materials are available (see below). For more information contact LMC staff members Lena Gould or Jennifer O'Rourke (see information at right). The following is a summary of the work of each group.

Collaborative Governance Council (*Minnesota Statutes*, section 6.81)

Chaired by State Auditor Rebecca Otto, the nine-member group has been meeting regularly since early July. Membership consists of the local government statewide associations, American Federation of State, County and Municipal Employees, Education Minnesota, and the statewide Minnesota Chamber of Commerce. The group has been tasked with finding ways to increase collaboration in government, and has focused its time to date on technology, collaboration, and cooperative purchasing efforts. Their next meeting on Oct. 21 will feature both LMC Insurance Trust and county insurance trust staff talking about joint powers issues. Mary Hamann-Roland, mayor of Apple Valley and former president of the League, was appointed to this council by the League board in June.

Access documents and learn more about the Collaborative Governance Council (*Link to:*

<http://www.osa.state.mn.us/default.aspx?page=20100702.000>)

Commission on Service Innovation (*Minnesota Statutes*, section 3.9280)

Chaired by Gopal Khanna, state chief information officer, the 19-member group has met monthly since July. Khanna recently announced his December departure from the State Office of Enterprise Technology, but has stated his intent to continue chairing the commission. The commission co-chair is Mike Kirst, senior director of information systems at General Mills and representative of the Minnesota Business Partnership. The League's appointee is Dave Bentrud, chief of police for Waite Park. The commission is charged with providing the Legislature with a strategic plan to reengineer the delivery of state and local government services. This may include collaborative service delivery initiatives, the use of new technologies, shared facilities, centralized information technologies, and other efforts to improve efficiency. The group must provide an annual report on the strategic plan to the Legislature each January beginning in 2011. The commission has broken into six smaller work groups that meet in between

monthly meetings to further the work of the group. The six working groups are: Problem Definition/Opportunity, Citizen/Customer Engagement, Shared Services, Culture/People/Workforce, Governance/Process, and Roadmap/Steering.

Access documents and learn more about the Commission on Service Innovation (*Link to:*

<http://www.commissions.leg.state.mn.us/csi/csi.html>)

Council on Local Results and Innovation (*Minnesota Statutes*, section 6.90)

State Auditor Rebecca Otto also convened the first meeting of this group before the body elected Jay Kiedrowski, senior fellow of the Public and Non-Profit Leadership Center at the University of Minnesota, as chair. The first duty of the group is to develop 10 standard performance measures for cities and 10 for counties—geared at measuring efficiency and effectiveness for local governments and due for the 2011 legislative session. By February 2012, the council must develop minimum standards for comprehensive measurement systems. The League's appointment is Matt Stemwedl, assistant city administrator in Woodbury, who was involved with Rep. Paul Marquart's initial working groups in this area going back to 2009.

Access documents and learn more about the Council on Local Results and Innovation (*Link to:*

<http://www.osa.state.mn.us/default.aspx?page=20100916.000>)

Property Tax Working Group (*Minnesota Statutes*, section 270C.991)

This group met for the first time on Oct. 7, and elected Dakota County Commissioner Kathleen Gaylord as chair. Gaylord has been involved with the property tax system in a variety of ways, including as mayor of South Saint Paul. The group's charge is to investigate ways to simplify the property tax system, to reexamine the property tax calendar, and to determine the cost versus the benefits of the various property tax components. At its first meeting, Department of Revenue staff member Jason Nord gave a detailed presentation about Minnesota's complicated property tax system. The group, which plans to meet again after the Nov. 2 election, is staffed by Department of Revenue employees and has until February 2012 to make recommendations to the Legislature. The group's appointments will expire at that time. The League's appointment is Luayn Murphy, Mayer city administrator.

Access documents and learn more about the Property Tax Working Group (*Link to:*

<http://taxes.state.mn.us/property/Pages/workgroup.aspx>)

Read the current issue of the Cities Bulletin (*Link to:* <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>)

Your LMC Resource

Contact Jennifer O'Rourke

IGR Representative

(651) 281-1261 or (800) 925-1122

jorourke@lmc.org (*Link to:* <mailto:jorourke@lmc.org>)



DEED and MnDOT Announce \$39 Million Available for Economic Development Infrastructure Needs

Informational sessions on the funding program will be held in three locations later in October.

(Published Oct 13, 2010)

The commissioners of the Minnesota Department of Employment and Economic Development (DEED) and Minnesota Department of Transportation (MnDOT) recently announced their formation of a joint program that will make \$39 million available to communities for highway improvements and public infrastructure projects that support economic development.

The goals of the Transportation Economic Development (TED) Pilot Program are to improve roads, create jobs and encourage economic development in Minnesota.

Funding will be available as follows:

- \$30 million for building highway interchanges that promote economic development and improve traffic congestion and safety.
- \$5 million for trunk highway improvements.
- \$4 million for public infrastructure projects, including

\$3 million for projects in Greater Minnesota and \$1 million for projects that support innovative business developments throughout Minnesota, including the Twin Cities.

The program may pay up to 70 percent of the costs for trunk highway interchanges and other improvements. TED may provide up to 50 percent of the costs for public infrastructure projects necessary for non-trunk highway improvements. The remaining costs must come from other federal, state, local, and private funding sources. The maximum amount of funding that any project can receive is \$10 million.

Units of government in Minnesota are eligible for funding under the program. Project applications are due by **Dec. 10**. Projects selected for funding are expected to be announced in late December.

- **Learn more about the TED program and access the application** *(Link to:*

<http://tinyurl.com/PositivelyMinnesotaTED>)

Informational sessions

Informational sessions on the program, including application procedures, will be held at the following locations later this month:

- Mankato City Hall, 10 Civic Center Plaza, 10 a.m. to noon, Oct. 25
- Brooklyn Park City Hall, 5200 85th Ave. N, 10 a.m. to noon, Oct. 26
- Little Falls, Initiative Foundation, 405 First St. SE, 10 a.m. to noon, Oct. 28

At the sessions, MnDOT will also be providing information on the new Safety and Mobility (SAM) Program. This program is designed to address the state highway system's critical safety and mobility needs through new or improved interchange projects. The program is funded with \$40 million in trunk highway bonds legislatively designed for the construction of interchanges.

- **Learn more about the SAM Program** (*Link to: <http://www.dot.state.mn.us/sam>*)

To make a reservation for an informational session, contact Gloria Stiehl at Gloria.Stiehl@state.mn.us

(*Link to: <mailto:Gloria.Stiehl@state.mn.us>*) .

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

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jorourke@lmc.org (*Link to: <mailto:jorourke@lmc.org>*)

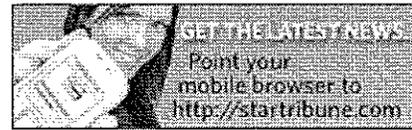
Contact Anne Finn

Assistant IGR Director

(651) 281-1263 or (800) 925-1122

afinn@lmc.org (*Link to: <mailto:afinn@lmc.org>*)

StarTribune.com



Minn. tax revenues up \$55M for most recent quarter

Associated Press

Last update: October 11, 2010 - 3:56 PM

ST. PAUL, Minn. - Minnesota tax collectors took in \$55 million more than expected from July through September.

In the last snapshot of the state budget before the Nov. 2 election, Minnesota Management and Budget released an economic update on Monday. The brightest spots were sales and corporate taxes.

The update shows that tax collections for the current fiscal year are helping to erase a \$77 million shortfall left over from the fiscal year that ended in June.

The report says the state is running \$22 million behind for the full two-year cycle that runs through June 2011.

The numbers are separate from an estimated deficit approaching \$6 billion for the following budget period.

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2010 CGMC Fall Conference

Wednesday, November 10 – Friday, November 12, 2010 • Alexandria
TENTATIVE AGENDA AS OF 9/29/10



Wednesday, November 10

- 3:00 p.m. **Labor & Employee Relations Update**
- 4:00 p.m. **Election Recap: What it All Means for the CGMC and Greater MN**
- 4:45 p.m. **BREAK**
- 5:00 p.m. **Board of Directors Meeting**
• Review Draft Policy Recommendations
• Review Proposed Legislative Strategy
• CGMC Budget Adjustments
- 6:30 p.m. **Buses Depart for Social Event & Dinner at Sixth Ave. Wine and Ale**
- 9:00 p.m. **Buses Return to Hotel**

Thursday, November 11

- 9:00 a.m. **Policy Committee Reports**
Land Use & Annexation: Bradley Peterson
Energy & Environment: Elizabeth Wefel
Economic Development: J.D. Burton
Transportation: J.D. Burton
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Living Waters Church
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- 4:30 p.m. **Adjourn**
- 5:30 p.m. **Social Hour**
- 6:30 p.m. **Dinner**
Key Note Speaker: Sen. Al Franken (invited)

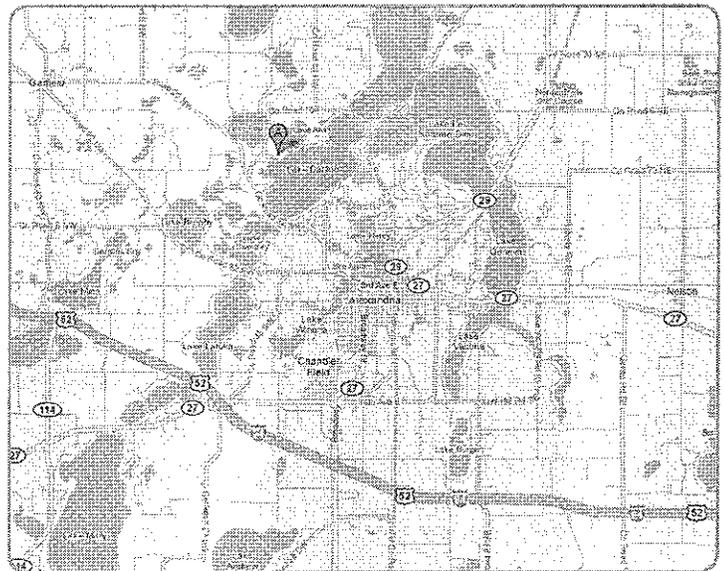
Friday, November 12

- 7:30 a.m. **Continental Breakfast**
- 8:30 a.m. **Membership Meeting**
• Adoption of Policy Positions & Strategy
• Adoption of CGMC Budget Adjustments
• Other Business
- 10:00 a.m. **Adjourn**

Conference Hotel Information

Arrowwood Resort & Conference Center
2100 Arrowwood Lane NW
Alexandria, MN 56308

Please call 866-386-5263 to book your hotel room.
CGMC Rates: \$89.00 (+ tax) Room rates are guaranteed through 10/29/10.



Questions? Contact Colleen Millard at:
cmillard@flaherty-hood.com or 651-225-8840.

2010 CGMC Fall Conference Registration



City: _____ Phone: _____

Name/Title: _____ Guest(s): _____

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If any members have dietary restrictions, please list them below so that we can make accommodations:

Return this form to CGMC

Please send this registration form by November 3 to:

Colleen Millard
 525 Park St. Suite 470
 St. Paul, MN 55103
 cfmillard@laherty-hood.com
 Fax: 651-225-9088
 Phone: 651-225-8840

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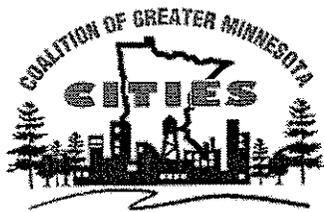
\$ _____ \$135 per member

\$ _____ \$32 per Thursday guest dinner

\$ _____ **Total**

Please make checks payable to CGMC.

- Bill me
- Payment enclosed
- I'll pay at the conference



Coalition of Greater Minnesota Cities

CGMC in Brief

October 7, 2010

Contact: Tim Flaherty

651-225-8840

Results of MyMNBudget.com submissions show preference for balanced state budget solution

This morning, CGMC released an analysis of budget solutions submitted to our online budget simulator, MyMNBudget.com. The site, which has had over 600 budget submissions to date, allows users to create their own state budgets by raising taxes and/or cutting spending to balance Minnesota's projected \$5.8 billion budget deficit. The analysis includes 490 budgets submitted through Sept. 27 that did not increase taxes or cut spending by more than \$2.1 billion beyond the \$5.8 billion deficit (in other words, the analysis excludes submissions that increased taxes or cut spending by more than \$7.9 billion). We encourage members to read the entire report here: <http://bit.ly/c0ey1q>.

A key finding of the analysis is that across all party lines, users favored a balanced approach of both spending cuts and tax increases to close the state's budget gap.

Other key MyMNBudget.com findings:

- The average budget submission increased revenues by \$3.9 billion, cut spending by \$2.1 billion and produced a \$304 million budget surplus.
- 71 percent of Republican budgets included new revenue, while 29 percent solved the budget through spending cuts alone. The average Republican's revenue increase was \$2.7 billion.
- 35 percent of Democrats solved the budget through revenue increases alone, while 60 percent included a mixture of revenue increases and spending cuts. The average Democrat's revenue increase was \$4.8 billion.
- 79 percent of Independents used a mixed approach of both revenue increases and spending reductions to solve the budget and produced an average \$3.7 billion in revenue.
- The most common sources of new revenue were taxes on income, liquor and cigarettes and an expansion of the sales tax.
- The most commonly cut programs were the legislature, governor's office and Campaign Financing.
- 14 percent of users increased funding for K-12 Education, which made it the most likely program to receive a funding increase.
- However, in addition to medical assistance programs, K-12 Education also saw the largest average cut in total dollars spent.



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**Xcel seeks partner
for solar
photovoltaic
projects**

Xcel Energy is looking to partner with a local government unit on a solar project and seeks to build one of the largest solar energy facilities in the state in a community with available land to host it. The project would require roughly 3.5 acres of land and be within proximity to Xcel distribution lines. You can learn more at <http://bit.ly/aYfW7k>.



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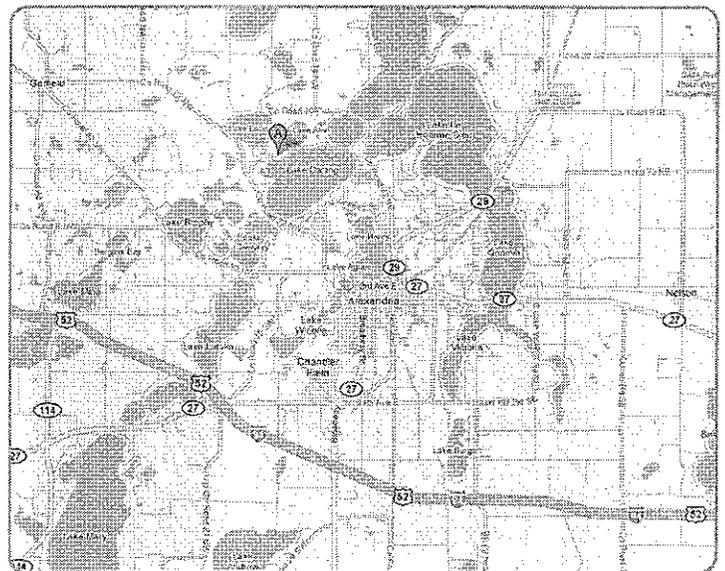
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MyMNBudget.com: Summary of User Submissions

ABOUT MYMNBUDGET.COM

MyMNBudget.com is an online budget balancing tool developed by the Coalition of Greater Minnesota Cities (CGMC) and Flaherty & Hood, P.A. With the click of the mouse, MyMNBudget.com users are able to cut spending on programs they feel are overfunded or increase spending for programs they value. Likewise, users can increase revenue in order to pay for their personal priorities. By reproducing the entire state general fund and providing the same revenue-generating options available to lawmakers, the tool aims to educate Minnesotans about the complexity and depth of the state's budget gap and the difficult choices that will need to be made by the next governor and legislature in order to balance it.

ABOUT THIS ANALYSIS

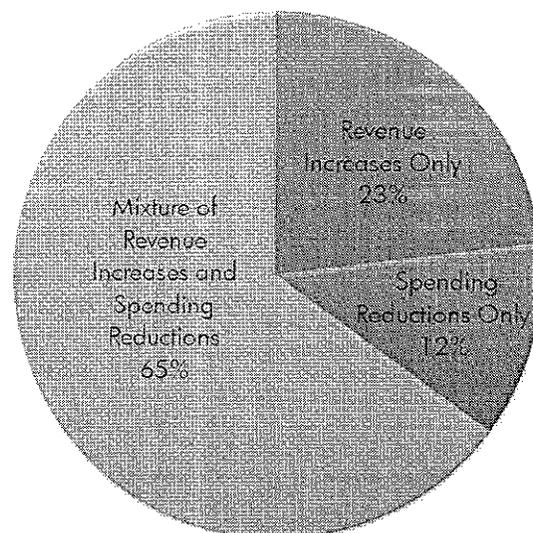
As of October 6, just over one month since the launch of MyMNBudget.com, over 3,600 unique users have visited the website and 602 balanced budgets have been submitted. This analysis is based on 490 budgets submitted on MyMNBudget.com through September 27 that raised taxes less than \$2.1 billion above the needed \$5.8 billion to balance the budget and/or reduced spending less than \$2.1 billion beyond the \$5.8 billion needed to balance the budget. In other words, no budget could increase revenue more than \$7.9 billion or cut spending more than \$7.9 billion from the forecast. This parameter was employed to eliminate submissions with low political viability, and consequently removed 87 budgets from the analysis.

Please note: This is not a scientific survey, but rather an analysis of users who submitted balanced budgets at MyMNBudget.com. No characterization of the general public should be made from this report.

THE AVERAGE BUDGET SUBMITTED AT MYMNBUDGET.COM

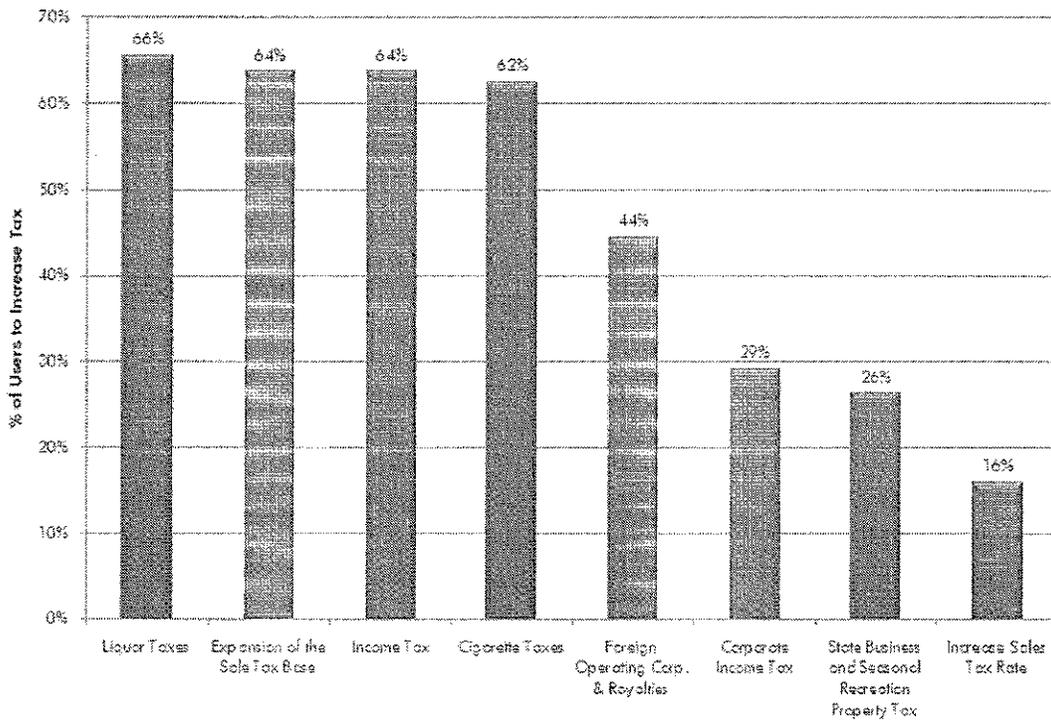
The majority of MyMNBudget.com users included both revenue increases and spending reductions to balance the state's \$5.8 billion projected budget shortfall. Eighty-eight percent of users raised some form of revenue, while 77 percent decreased some form of spending to balance the state's budget. The average user increased revenue \$3.9 billion and cut \$2.1 billion in spending leaving a budget surplus of \$304 million.

Majority of MyMNBudget.com users employ a balanced approach to budgeting



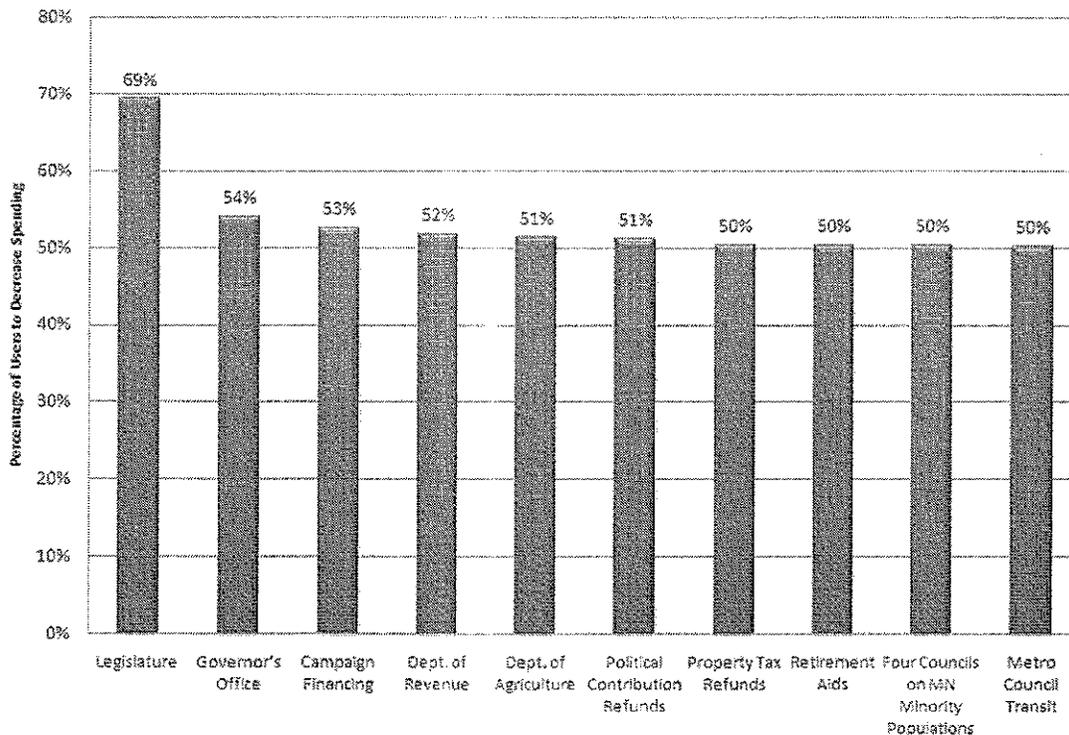
The most common taxes increased were those on liquor, income and cigarettes, with over 62 percent of users increasing one of those taxes. Expanding the sales tax base to include more taxable items and services was used by 64 percent of users.

Revenue choices made by MyMNBudget users



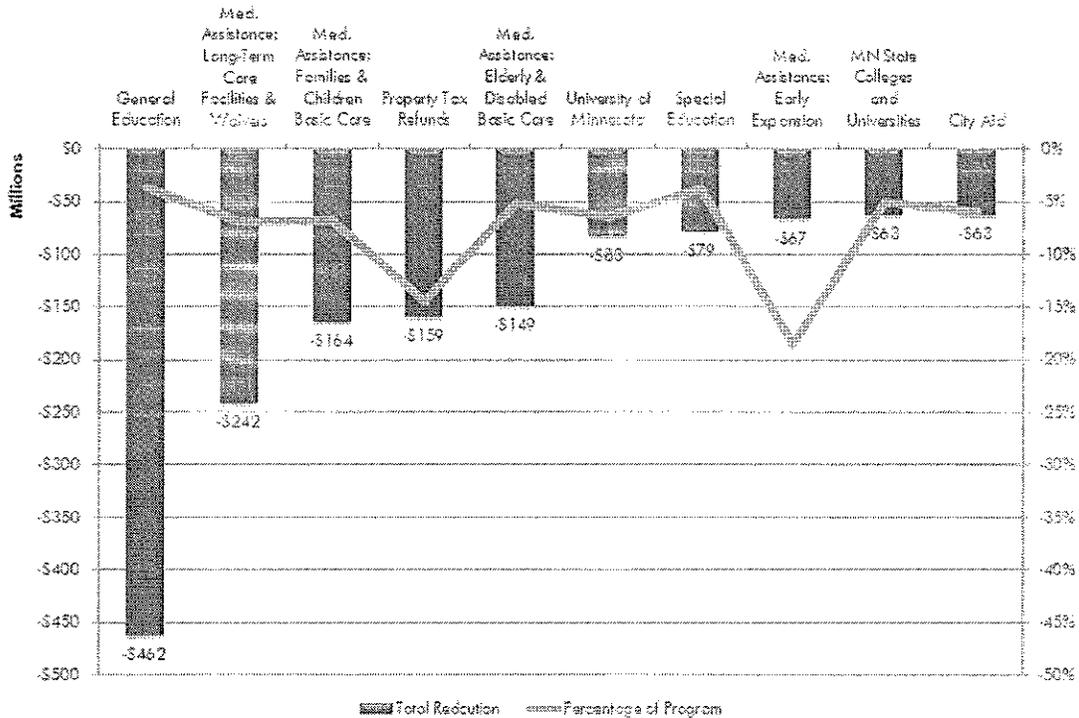
Programs most likely to be cut included many dealing directly with state lawmakers, with the budgets for the legislature and governor's office being the most commonly reduced programs.

Top programs to receive a spending decrease



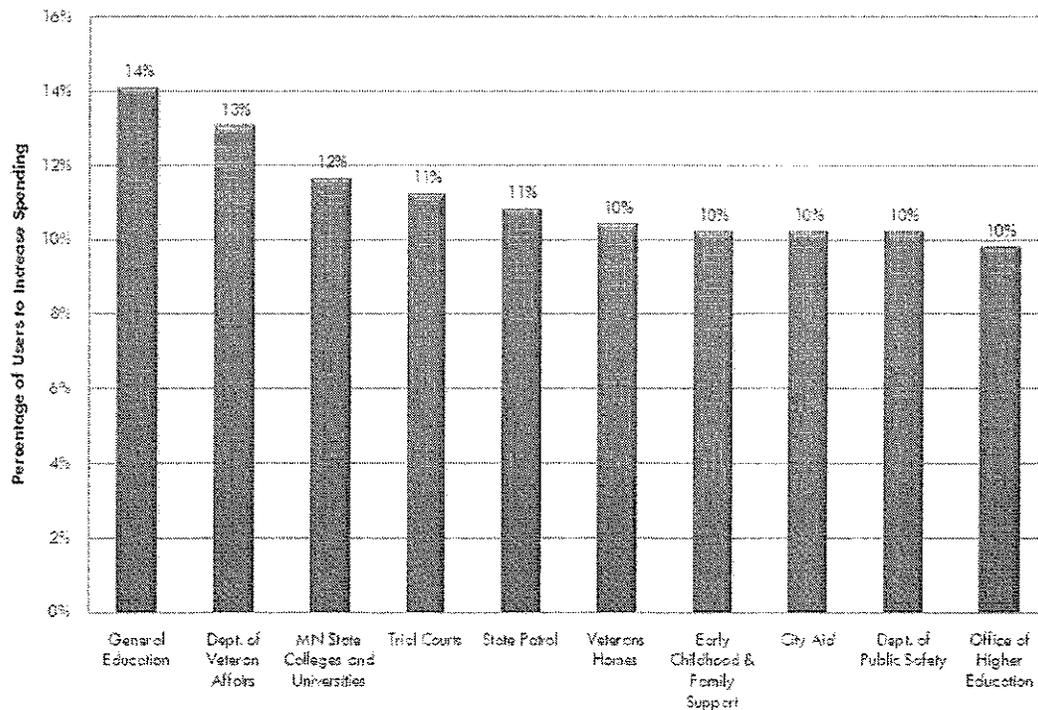
While state lawmakers were the most likely to be cut, core programs made up the largest total dollar amount of cuts, with General Education funding for K-12 taking the biggest hit at \$462 million. Medical Assistance to the elderly, the disabled and children accounted for three of the top five programs to receive spending reductions, while property tax refunds received the fourth largest budget cut.

Largest average spending reductions



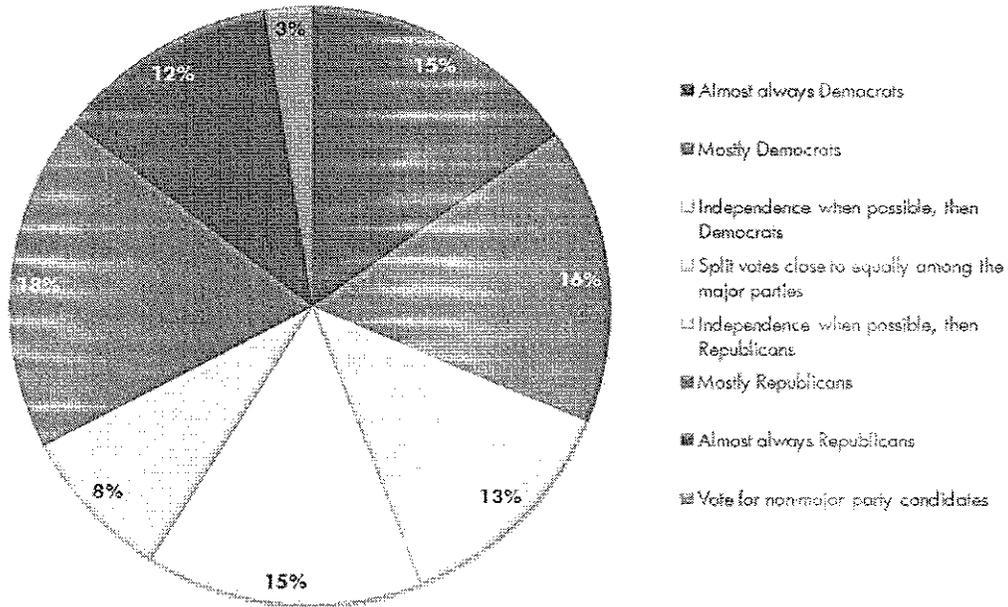
Not all users restricted themselves to reducing program spending; many increased spending on programs they felt needed more funding. The program most often to receive an increase in funding was General Education for K-12. General Education funding was increased by 14 percent of MyMNBudget.com users.

Top programs to receive a spending increase



POLITICAL AFFILIATION OF MYMNBUDGET.COM USERS

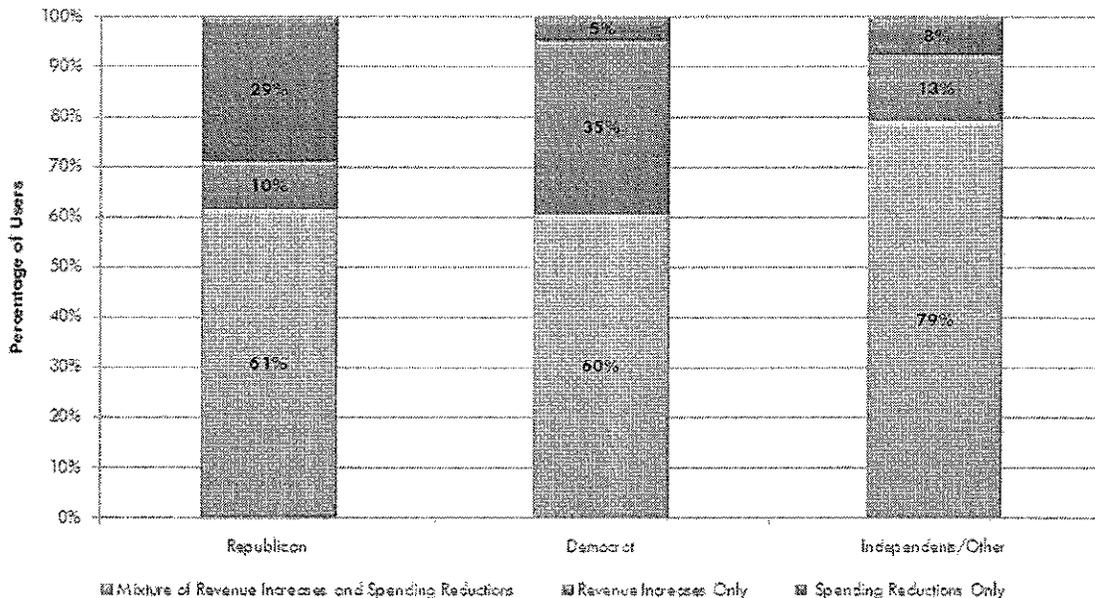
Users of MyMNBudget.com were asked to provide background information on their voting habits. Of the 490 budgets included in this analysis, 275 provided this information. Of the 275, 31 percent were considered Democratic voters, 30 percent Republican, and 39 percent Independent or non-major party voters. This user sample is similar to many scientific surveys of Minnesota voters.



MYMNBUDGET.COM USER BUDGETS BY PARTY

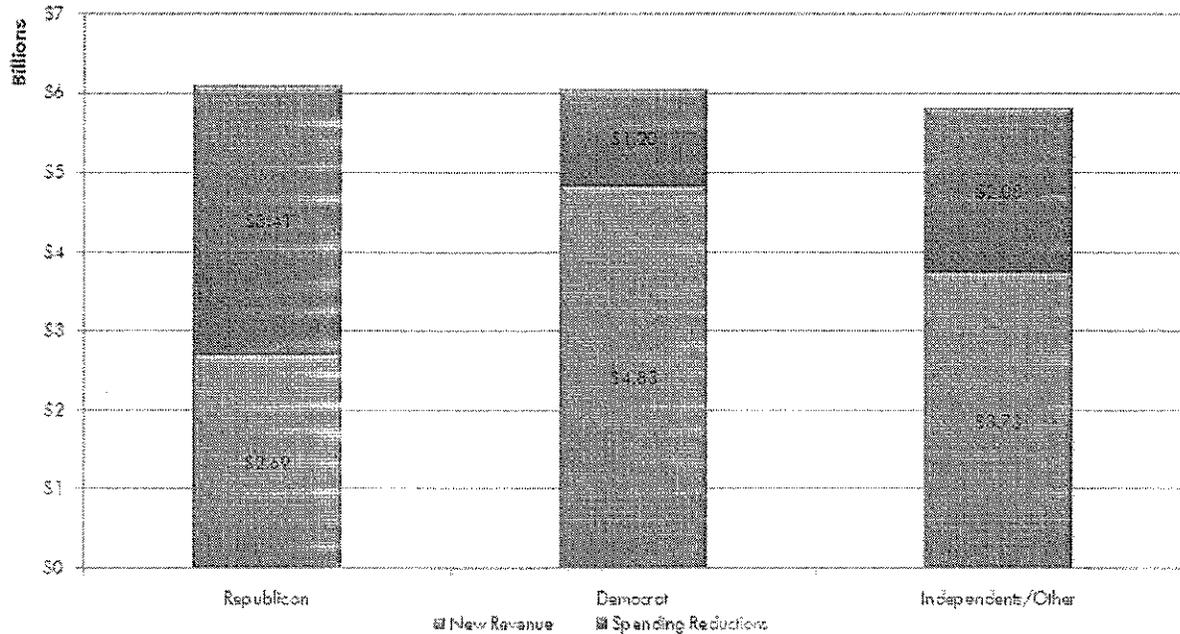
Overall, the results of budgets broken down by party identification are not surprising. Democrats raised taxes most often, Republicans cut spending most often and Independents fell in the middle. What may be somewhat surprising is that, considering the call for leaner government operations from many conservative candidates, only 29 percent of Republicans solved the budget deficit with spending reductions alone. This is slightly less than the percentage of Democrats (35 percent) that used revenue increases alone. Not as surprising, Independents were by far the most likely group to use a mixture of revenue increases and spending reductions.

Independents most likely to submit a mixed solution



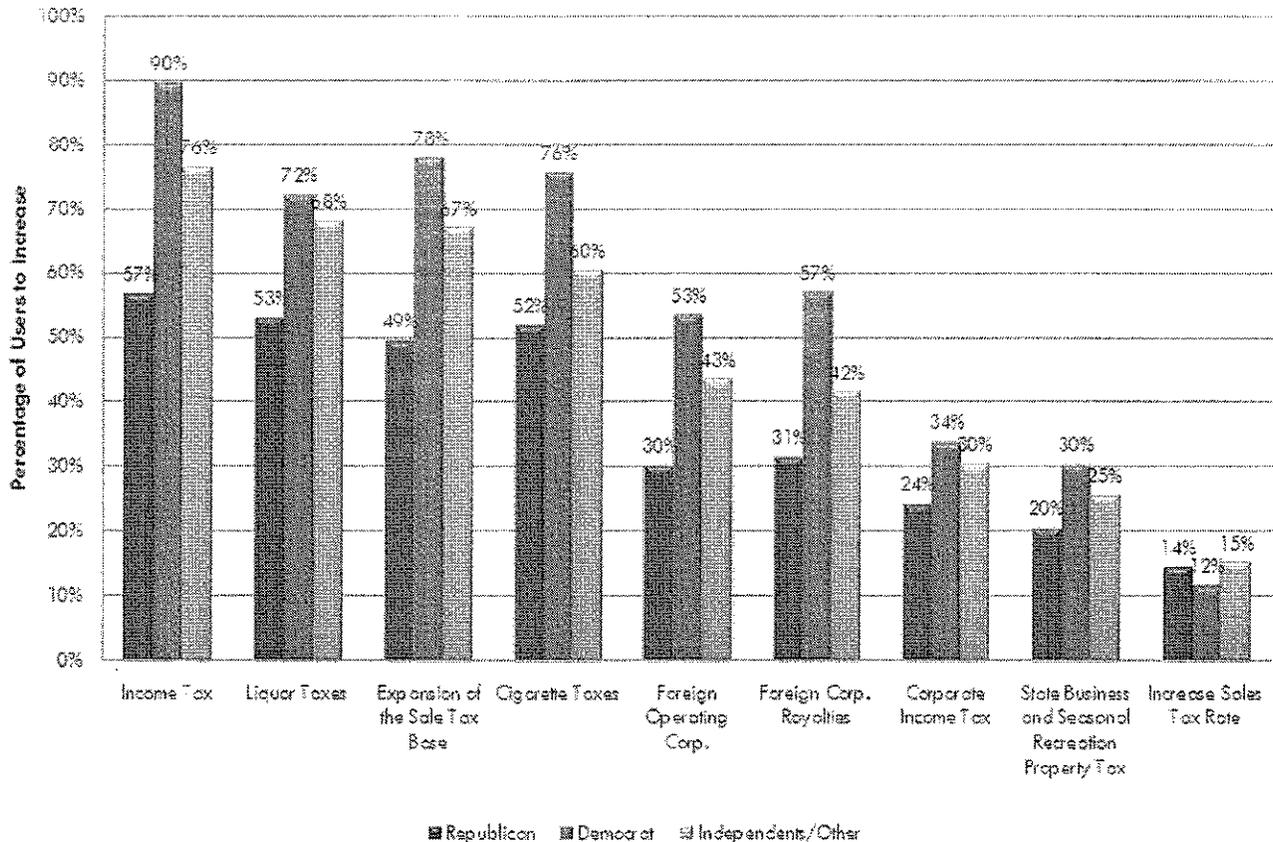
While the majority of Republican submissions did include tax increases, their increases were on average significantly less than Democratic and Independent tax increases.

Budget solutions by party



Democrats were more likely to include most tax options in their budgets compared to Republicans and Independents. One exception is the sales tax. Republicans were more likely than Democrats to increase the sale tax rate, with Independents being even more likely than Republicans.

Tax increases by party



Compared to revenue raising options, of which how much to raise was a bigger question than which tax to increase, choosing spending reduction options produced considerable differences among the parties. Only Veterans Affairs was one of the top ten spending programs to most likely receive a funding increase in budgets submitted by all three political parties. Independents and Republicans were both more likely to increase public safety and other veterans programs, while Independents and Democrats were both more likely to increase funding for General Education and MN State Colleges and Universities.

Percent frequency of program spending increases by party

	REPUBLICAN		DEMOCRAT		INDEPENDENTS/OTHER	
1	State Patrol	12%	Metro Council Transit	17%	Dept. of Veterans Affairs	22%
2	Early Childhood & Family Support	10%	MN State Colleges and Universities	16%	Dept. of Public Safety	16%
3	City Aid	10%	Dept. of Transportation	16%	Veterans Homes	16%
4	Trial Courts	10%	University of Minnesota	15%	Veteran Services	15%
5	Dept. of Public Safety	10%	City Aid	15%	GI Bill	15%
6	Dept. of Veterans Affairs	10%	Choice Programs	14%	Trial Courts	14%
7	Corrections Institutions, Services, & Support	8%	Dept. of Veterans Affairs	14%	General Education	13%
8	Veterans Homes	8%	Board of Public Defense	13%	State Patrol	13%
9	Veteran Services	8%	General Education	12%	MN State Colleges and Universities	11%
10	GI Bill	8%	Med. Assistance: Long-Term Care Facilities & Waivers	12%	Dept. of Employment & Economic Development	11%

Program cut by Republicans & Independents
 Program cut by Democrats & Independents
 Program cut by all parties

Regardless of political party, MyMNBudget.com users cut the legislature’s budget more often than any other program. Also in the top ten for program funding likely to be reduced across all party lines are Campaign Financing and Political Contributions. Interestingly, the governor’s office was a top ten program likely to be reduced for Democrats and Independents, but not for Republicans.

Percent frequency of program spending reductions by party

	REPUBLICAN		DEMOCRAT		INDEPENDENTS/OTHER	
1	Legislature	78%	Legislature	58%	Legislature	82%
2	Campaign Financing	70%	Governor’s Office	56%	Campaign Financing	64%
3	Property Tax Refunds	67%	Corrections Institutions, Services & Support	45%	Political Contribution Refunds	63%
4	Political Contribution Refunds	67%	Dept. of Agriculture	44%	Dept. of Revenue	63%
5	Med. Assistance: Long-Term Care Facilities & Waivers	67%	Integration Programs	43%	Retirement Aids	63%
6	Metro Council Transit	67%	Other State Government Programs	43%	Governor’s Office	63%
7	Retirement Aids	66%	Dept. of Revenue	42%	Special Education	62%
8	Dept. of Administration	65%	Campaign Financing	42%	University of Minnesota	62%
9	Arts Board	65%	Political Contribution Refunds	41%	Integration Programs	61%
10	Housing Finance Agency	64%	Nutrition Programs	40%	Metro Council Transit	61%

Program cut by Republicans & Independents
 Program cut by Democrats & Independents
 Program cut by all parties

Despite having very different percent frequency of program cuts within budgets, the average total dollar spending reductions among the parties produced remarkably similar lists. While the amount of reductions varied, eight of the top ten programs to receive spending reductions programs were the same among all the parties.

Average total dollar spending reductions by party

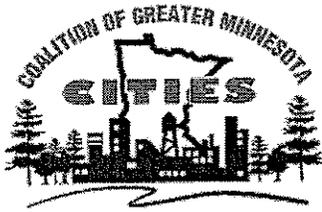
REPUBLICAN		DEMOCRAT		INDEPENDENTS/OTHER	
General Education	-899,547,706	General Education	-266,452,952	General Education	-505,834,243
Med. Assistance: Long-Term Care Facilities & Waivers	-374,503,621	Med. Assistance: Long-Term Care Facilities & Waivers	-109,809,547	Med. Assistance: Long-Term Care Facilities & Waivers	-214,586,067
Med. Assistance: Families & Children Basic Care	-261,229,606	Property Tax Refunds	-105,528,339	Med. Assistance: Families & Children Basic Care	-144,299,434
Med. Assistance: Elderly & Disabled Basic Care	-241,531,454	Special Education	-87,802,267	Med. Assistance: Elderly & Disabled Basic Care	-143,511,279
Property Tax Refunds	-213,377,338	Med. Assistance: Elderly & Disabled Basic Care	-62,295,553	Property Tax Refunds	-130,041,074
Med. Assistance: Early Expansion	-126,888,868	Med. Assistance: Families & Children Basic Care	-54,045,271	University of Minnesota	-87,422,662
University of Minnesota	-116,670,326	Corrections Institutions, Services, & Support	-48,644,463	City Aid	-67,885,986
MN State Colleges and Universities	-104,045,888	University of Minnesota	-41,814,484	Med. Assistance: Early Expansion	-57,972,616
City Aid	-100,100,684	Med. Assistance: Early Expansion	-29,810,779	Market Value Homestead Credit	-52,654,353
Special Education	-98,329,478	MN State Colleges and Universities	-29,172,058	MN State Colleges and Universities	-46,004,564

 Program cut by all parties

CONCLUSIONS

MyMNBudget.com users crafted hundreds of ways to balance the state's budget in extreme detail. While this project is not meant to be a scientific survey, it does show what people of different political persuasions — after learning about the complexity of the state budget — would do to solve the \$5.8 billion budget deficit. Among this group of users, a few points can be made:

- A balanced approach including revenue increases and spending reductions is the most favored method of balancing the budget across all party lines.
- While parties differ on which smaller programs to cut, on average they agree that in order to balance the budget, large spending programs such as General Education, Medical Assistance, Higher Education and property tax refunds will likely need to be cut to create a balanced solution.
- The users of MyMNBudget.com have demonstrated that creating a detailed balanced budget is possible. If everyday Minnesotans can take the time to create a complete dollar-for-dollar budget plan, candidates for governor should be able to provide the same level of concrete detail as well.



Coalition of Greater Minnesota Cities

CGMC in Brief

September 30, 2010

Contact: Tim Flaherty

651-225-8840

Polls, Polls, Polls!

The political season is in full swing with new polls being released almost daily. Recent polls show that the governor's race is a dead heat between Tom Emmer and Mark Dayton, or they give a significant lead to Mark Dayton. So how does the race stand and which polls are correct? The truth is that not all polls are created equal. Here are some tips to keep in mind when reading and evaluating polls.

Cell Phones: The biggest challenge for pollsters is the increase in cell phone only voters (voters who own a cell phone, but do not have a home landline phone). With the exception of the Star Tribune poll, most polls do not include cell phone only residents in their sample, and instead poll only landline residents. By not including cell phones, pollsters miss a specific demographic because cell phone users who do not have a landline tend to be younger and more urban, a group which historically tends to favor Democratic candidates. This difference is shown by comparing the recent Survey USA poll that did not include cell phones to the Star Tribune poll. Among voters ages 18 to 34, the Survey USA poll had Emmer leading Dayton 46% to 30%, compared to the Star Tribune poll that had Dayton up 42% to 24% (interestingly there was no statistical difference for Horner's support). Not surprisingly, the Star Tribune poll had Dayton up by 9 points compared to a 2 point lead in the Survey USA poll.

Party ID: Buried in a poll's methodology information is party ID details, which are typically a good measure of the poll's sample quality. Party ID is the percentage of responders who identify with one of the major parties. A voter's party ID is slow to move, and it takes decades for a substantial statewide change to occur. In Minnesota, the party ID has generally been 30% to 36% Democrat, and 28% to 34% Republican, with Independents making up the remainder. Polls that have party ID falling outside these ranges should be questioned. For example the MPR/HHH Institute polls have had irregular party ID numbers. In the August 31 MPR/HHH poll that had Emmer and Dayton tied, party ID was 46% Republican and 41% Democratic, with just 13% independent. In this case, the two parties were over represented, which if accurate, should have prompted news stories of a dramatic change in the electorate's party affiliation. Similarly, the Sept. 29 MPR/HHH poll that has Dayton up by 11 points sampled a group of just 12% Independents and a split of 48% Democrat and 38% Republican, which is again considerably outside the historic norms.

Trends: Polls are just snapshots in time and only as good as their sample and methodology. However, trends within polling can be helpful in determining who is gaining support and where it is coming from. When looking for trends, always compare similar polls (compare Rasmussen to its previous



polls), or compare all polls in a recent time frame. The four polls below were all taken in September.

Poll	Dayton	Emmer	Horner	Spread
MPR	38	27	16	Dayton +11
Star Tribune	39	30	18	Dayton +9
Rasmussen Reports	41	42	9	Emmer +1
Survey USA	38	36	18	Dayton +2

When the polls are averaged, Dayton has a 5.2% lead. More interesting is the interaction between Emmer and Horner. In polls where Emmer has his highest support, Horner has his lowest.

Looking at just the last two Star Tribune polls (which I consider the best, given they include cell phones, use the largest sample size, and have party ID near the historic norms), we find little movement since July. Only Horner has shown an increase in support as the undecided start to decline.

Star Tribune Poll	Dayton	Emmer	Horner	Undecided
September	39	30	18	13
July	40	30	13	17

Register today for the CGMC fall conference

Registration materials are now available for the CGMC fall conference, which will be held **Nov. 10-12 in Alexandria**. The agenda and registration form are attached. With the conference scheduled for the week following the elections, we will discuss the election results and their potential impact on our strategies for the upcoming legislative session. In addition to election analysis and setting policy positions and strategies, other highlights of the conference include a training session for members to develop stronger lobbying skills, a Veterans Day event, and our invited key note speaker for Thursday's dinner, Sen. Al Franken. This will be a very productive and informative event, so be sure to register today!

CGMC meets with DEED to discuss BDPI Grant

Last Wednesday, Flaherty & Hood lobbyists J.D. Burton and Tim Flaherty met with DEED Commissioner Dan McElroy to discuss DEED's plan to utilize \$3 million in Greater Minnesota Business Development Public Infrastructure (BDPI) funds for a new transportation/economic development program. As members will recall, DEED and MnDOT have proposed earmarking \$3 million of the BDPI money to include with a larger pot of trunk highway bonds for a pilot program designed to invest in transportation interchanges coupled with economic development.

During the meeting, Burton and Flaherty expressed their position that DEED does not have the legal authority to wall-off \$3 million of the BDPI grant for transportation projects alone without legislative authorization. Additionally, the lobbyists questioned whether DEED's specific act sets a precedent whereby the agency may earmark all BDPI funding for transportation projects in the future. Senate Capital Investment Chair Keith Langseth recently raised



similar questions in a letter to the Minnesota Attorney General, where he also asked for an Advisory Opinion on DEED's actions. A copy of the Langseth letter is included attached. A response from the AG is pending.

CGMC successfully secured \$10 million for the BDPI grant during the 2010 legislative session, of which \$1.5 was directly earmarked by the legislature. DEED's act would earmark an additional \$3 million for transportation, meaning up to 12 local cities/counties with non-transportation projects would be precluded from utilizing the grant. For more information about this issue, please contact J.D. Burton via email at jdburton@flaherty-hood.com.

CGMC conducts legislative candidate forums

On Tuesday and Thursday of last week, CGMC hosted two of eight planned legislative candidate forums in greater Minnesota. On Tuesday, CGMC hosted a forum in Dodge Center for House District 29A, a seat currently held by Rep. Randy Demmer who is retiring to run for Congress. Both Republican candidate Duane Quam and DFL candidate Doug Wunderlich attended, and Dodge Center Mayor Bill Ketchum moderated.

On Thursday, CGMC hosted a forum in Marshall. Candidates for the open House seat (21A, Seifert) and Senate seat (21, Frederickson) attended. This included Senate candidates Al Kruse (DFL) and Gary Dahms (R), and House candidates Chris Swedzinski (R) and Ramona Larson (DFL). The forum was co-moderated by Marshall Independent Editor Per Peterson and Marshall Radio News Editor Aaron Ziemer. Marshall Mayor Bob Byrnes hosted.

The CGMC also hosted a forum in Waite Park on August 31, featuring all the local legislative candidates. The remaining CGMC candidate forum schedule is available at www.greatermncities.org.

Federal library grants available

The Institute of Museum and Library Services—the federal government's primary support agency for the libraries—recently announced the availability of funds for local libraries. The Laura Bush 21st Century Librarian program will administer 50 grants (\$1 million ceiling, \$50k floor) to use to develop library leaders, conduct research, and support local careers in libraries. Grants are available to local units of government, as well as select institutions of higher education. The closing date for applications is December 15, 2010. For more information, please visit the IMLS website (www.imls.gov), or you may contact J.D. Burton at jdburton@flaherty-hood.com.

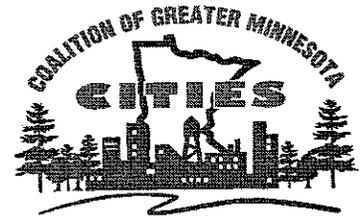
MPCA accepting proposals for 2011 Environmental Assistance Grants

The MPCA recently announced that it is accepting proposals from local governments and others for Environmental Assistance Grants for projects relating to resource conservation, composting, and stormwater pond sediment. The Resource Conservation and Greenhouse Gas Reduction grants will be prioritized for projects near Rochester, Duluth, and St. Cloud. All projects require some matching funds of at least 25%. Grant applications are due November 1, 2010. More detailed information can be found at www.pca.state.mn.us/grants/index.html



2010 CGMC Fall Conference

Wednesday, November 10 – Friday, November 12, 2010 • Alexandria
TENTATIVE AGENDA AS OF 9/29/10



Wednesday, November 10

- 3:00 p.m. **Labor & Employee Relations Update**
- 4:00 p.m. **Election Recap: What it All Means for the CGMC and Greater MN**
- 4:45 p.m. BREAK
- 5:00 p.m. **Board of Directors Meeting**
 - Review Draft Policy Recommendations
 - Review Proposed Legislative Strategy
 - CGMC Budget Adjustments
- 6:30 p.m. **Buses Depart for Social Event & Dinner at Sixth Ave. Wine and Ale**
- 9:00 p.m. **Buses Return to Hotel**

Thursday, November 11

- 9:00 a.m. **Policy Committee Reports**
 - Land Use & Annexation: Bradley Peterson
 - Energy & Environment: Elizabeth Wefel
 - Economic Development: J.D. Burton
 - Transportation: J.D. Burton
- 10:30 a.m. **Alexandria Veterans Day Observance and Lunch**
Living Waters Church
- 1:30 p.m. **LGA Policy & Strategy Discussion**
- 2:45 p.m. **Advocacy Training: Selling CGMC's Positions to the Media, Legislature, and Minnesota's New Governor**
- 4:30 p.m. **Adjourn**
- 5:30 p.m. **Social Hour**
- 6:30 p.m. **Dinner**
Key Note Speaker: Sen. Al Franken (invited)

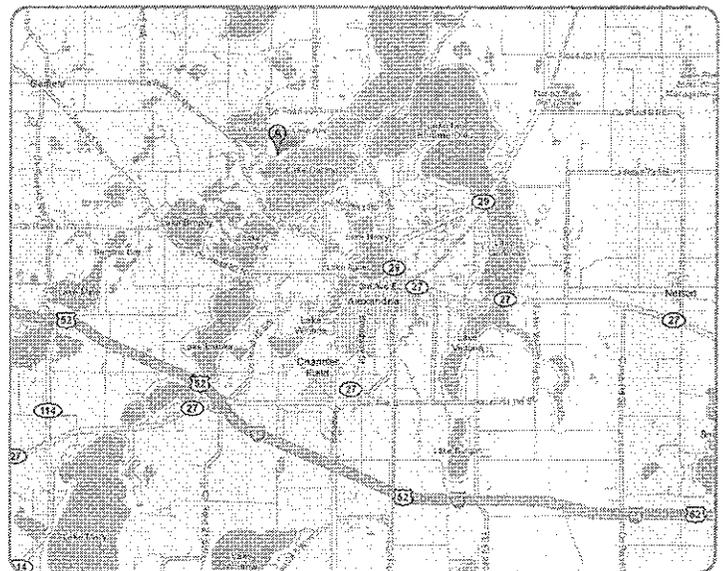
Friday, November 12

- 7:30 a.m. **Continental Breakfast**
- 8:30 a.m. **Membership Meeting**
 - Adoption of Policy Positions & Strategy
 - Adoption of CGMC Budget Adjustments
 - Other Business
- 10:00 a.m. **Adjourn**

Conference Hotel Information

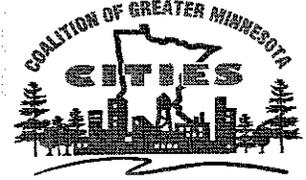
Arrowwood Resort & Conference Center
2100 Arrowwood Lane NW
Alexandria, MN 56308

Please call 866-386-5263 to book your hotel room.
CGMC Rates: \$89.00 (+ tax). Room rates are guaranteed through 10/29/10.



Questions? Contact Colleen Millard at:
cmillard@flaherty-hood.com or 651-225-8840.

2010 CGMC Fall Conference Registration



City: _____ Phone: _____

Name/Title: _____ Guest(s): _____

Name/Title: _____ Guest(s): _____

Name/Title: _____ Guest(s): _____

Please indicate the number of people attending each event in the space provided. Make extra copies of this form as needed.

Wednesday, November 10

- _____ 3:00 p.m. **Labor & Employee Relations Update**
- _____ 4:00 p.m. **Election Recap**
- _____ 5:00 p.m. **Board of Directors Meeting**
- _____ 6:30 p.m. **Social Event, 6th Avenue Wine & Ale**

Thursday, November 11

- _____ 9:00 a.m. **Policy Committee Reports**
- _____ 10:30 a.m. **Alexandria Veterans Day Observance and Lunch**
- _____ 1:30 p.m. **LGA Policy & Strategy Discussion**
- _____ 2:45 p.m. **Advocacy Training**
- _____ 5:30 p.m. **Social Hour**
- _____ 6:30 p.m. **Dinner**

Friday, November 12

- _____ 7:30 a.m. **Continental Breakfast**
- _____ 8:30 a.m. **Membership Meeting**

If any members have dietary restrictions, please list them below so that we can make accommodations:

Return this form to CGMC

Please send this registration form by November 3 to:

Colleen Millard
 525 Park St. Suite 470
 St. Paul, MN 55103
 cfmillard@flaherty-hood.com
 Fax: 651-225-9088
 Phone: 651-225-8840

Hotel Reservations

Arrowwood Resort & Conference Center
 2100 Arrowwood Lane NW
 Alexandria, MN 56308

Please call 866-386-5263 to book your hotel room.
 CGMC Rates: \$89.00 (+ tax). Room rates are guaranteed through 10/29/10.

Registration Fee:

The registration fee includes conference materials and space, transportation to events, Wed. social event, Thurs. lunch and dinner, and Fri. continental breakfast. Beverages at Wed.'s social event and Thurs.'s reception hour and dinner are not included.

\$ _____ \$135 per member

\$ _____ \$32 per Thursday guest dinner

\$ _____ **Total**

Please make checks payable to CGMC.

- Bill me
- Payment enclosed
- I'll pay at the conference

KEITH LANGSETH
State Senator District 9
122 State Capitol Building
75 Rev. Dr. Martin Luther King, Jr. Blvd.
St. Paul, MN 55155-1606
Home:
14043 - 70th Avenue South
Glyndon, MN 56547-9531



Senate

State of Minnesota

September 10, 2010

The Honorable Lori Swanson
Minnesota Attorney General
1400 Bremer Tower
445 Minnesota Street
St. Paul, MN 55101-2131

Dear Attorney General Swanson:

As Chair of the Senate Capital Investment Committee, and pursuant to Minnesota Statutes §8.05, I am writing to request a written opinion from the Attorney General's Office. Specifically, I am requesting an opinion on the legality of the use of \$3 million from the Greater Minnesota Business Development Public Infrastructure grant for a pilot program developed by the Department of Transportation and the Department of Employment and Economic Development known as the Transportation and Economic Development program.

On March 11, 2010, the Senate passed the conference committee report for H.F. 2700, the Capital Investment Bonding Bill. This legislation was subsequently signed into law on March 14 (Ch. 189). Included in this legislation was \$10 million for the Greater Minnesota Business Development Public Infrastructure (BDPI) grant. The BDPI grant is authorized by Minn. Stat. §116J.431. It is funded through general obligation bonds. BDPI program bonds may be used for many different types of projects.¹

On May 27, 2010, the Governor signed into law H.F. 2801, appropriating \$100 million in bond proceeds from the trunk highway fund for highway and interchange construction (Ch. 388).

In July, 2010, MnDOT and DEED unveiled a joint program designed to fund the construction of interchanges in Minnesota whose construction would enhance economic development. The program would be known as the Transportation and Economic Development (TED) program. The two agencies announced that funding for this program would come from three sources:

¹ Projects eligible for BDPI funding include, but are not limited to, sewers, water supply systems, utility extensions, streets, wastewater treatment systems, storm water management systems, and facilities for pretreatment of wastewater to remove phosphorous. See §116J.431 (subd. 1(a)(d)).

COMMITTEES: Capital Investment, Chair; Transportation Policy and Budget Division; Finance; Environment and Natural Resources; E-12 Education Budget Division; Rules and Administration



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Senate

State of Minnesota

Bonds secured for interchange projects in Ch. 388, BDPI general obligation bonds secured in Ch. 189, and bonds secured for a third program, the Innovative Business Development Program (§116J.435). The total amount for the TED program would be \$39 million, including \$3 million from the BDPI grant and \$1 million from the Innovative Business Development program.

I do not question MnDOT's action in creating the TED program, or their desire to build needed interchanges across the state. In fact, I strongly support providing funding for new transportation projects; funding that will help increase economic development, repair our aging infrastructure, and grow jobs. However, because the legislature through H.F. 2700 (Ch. 189) did not authorize DEED and MnDOT to transfer or utilize BDPI funding *specifically* for use in a new pilot program (TED), and for the reasons listed below, I question whether the use of BDPI funds in the TED program is permissible under Minnesota law.

Specifically, I have the following concerns:

The use of BDPI funds in the TED program creates a special class of transportation-project applicants not authorized by the legislature or statute.

The TED program is for transportation related projects, namely interchange projects. Thus, any BDPI money applied to the TED program will also be used for transportation purposes. The BDPI statute, however, does not restrict projects to transportation-related projects only. Instead, it may be used for various types of projects.

If a portion of BDPI money is restricted to only transportation projects, it creates a special class of transportation applicants within the existing BDPI statute. Creation of a special class within the statute constitutes a legislative act, yet no legislative act was provided last session.

The TED program is not subject to the \$1 million limit for grant awardees under the BDPI statute.

The BDPI statute (§116J.431) limits an award to a city or county to no more than \$1 million in two years for one or more projects; no such limit is proposed for BDPI grants through the TED program. Any grants of BDPI money in the TED program over \$1 million would violate the BDPI statute.

The TED program, with BDPI money included, creates an uneven playing field for applicants because one class is limited to \$250,000 grant awards, while the other class has no similar limitation.



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COMMITTEES: Capital Investment, Chair; Transportation Policy and Budget Division; Finance; Environment and Natural Resources; E-12 Education Budget Division; Rules and Administration

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Glyndon, MN 56547-9531



Senate

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The BDPI application packet, produced by DEED, states that “A general funding award limit has been established at \$250,000 for Greater Minnesota BDPI...” (DEED, *Business Development Public Infrastructure Packet*, Pg. 3). In contrast, the TED program has no limit for BDPI grants awarded. Thus, applicants funded with BDPI money used by the TED program are not subject to a \$250,000 maximum ceiling, whereas applicants through the traditional BDPI application process remain subject to the ceiling.

Use of BDPI grants for interchange projects represents an impermissible use of general obligation bonds.

Trunk highway projects may not be paid for with general obligation bonds. An interchange is a trunk highway project. The BDPI grant is funded with general obligation bonds. Therefore, no BDPI funds can be used for trunk highway projects. However, the TED program proposes to potentially use BDPI G.O. bonds for interchange purposes.

The TED program may take BDPI money – restricted by statute to greater Minnesota only – and use it for projects in the metro area.

The \$70 million in trunk highway bonds provided in Ch. 388 must be distributed 50% to metro and 50% to greater Minnesota. The TED program consumes \$30 million of this \$70 million. It is assumed, thus, that of this \$30 million, 50% will be distributed to metro and 50% to greater Minnesota.

The BDPI grant must be distributed 100% to greater Minnesota. The TED program, however, offers no delineation between distribution of the BDPI grant to metro vs. greater Minnesota. Unless BDPI money is walled-off from bonds provided in Ch. 388, it is possible that BDPI money may be distributed to the metro area.

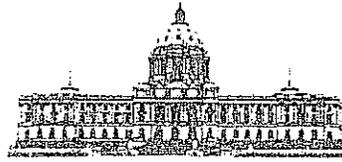
Beyond the legal questions posed above, I am also concerned about the long-term precedent set by MnDOT-DEED’s actions. If the use of \$3 million in BDPI funds for the TED program is allowed here, there is nothing to prevent DEED from using the remaining \$5.5 million for the TED program in the future. Further, there is nothing to prevent DEED from using all future BDPI funds appropriated by the legislature purposes set at the agency’s discretion, and not by legislative direction.



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COMMITTEES: Capital Investment, Chair; Transportation Policy and Budget Division; Finance; Environment and Natural Resources; E-12 Education Budget Division; Rules and Administration.

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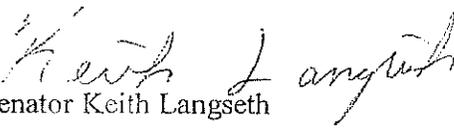


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Again, for these reasons I respectfully request an Attorney General's written opinion on the legality of the DEED-MnDOT act of utilizing \$3 million from the BDPI grant to the TED pilot program. It is my understanding that MnDOT-DEED intend to solicit projects for the TED program as early as mid-September, with an ambitious timetable for grant awards this fall. As a result, I ask that your office process this opinion in an expedited manner.

Sincerely,


Senator Keith Langseth
District 9

Cc: Tom Sorel, Commissioner, Minnesota Department of Transportation
Dan McElroy, Commissioner, Minnesota Department of Employment and Economic
Development