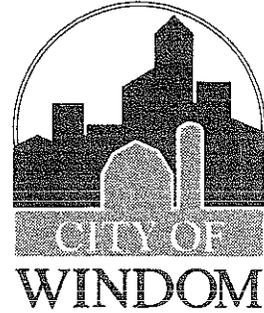


City Council Meeting
Tuesday, October 20, 2009
City Council Chambers
7:30 p.m.



AGENDA

Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes –October 6 & 14, 2009
2. Consent Agenda
 - Minutes
 - Park & Recreation Commission – October 12, 2009
 - Planning Commission – October 13, 2009
 - Library Board – October 13, 2009
 - Airport Commission – October 15, 2009
3. Public Comments
 - Dave Bucklin – Update on Emerald Ash Borer Disease
 - Frank Dorpinghaus – Mandatory Health Care Concerns
4. Department Heads
5. License Applications
 - Authorization to Dispense Intoxicating Liquor – Laker Grill
6. Resolution Accepting Donations
 - Our Savior's Lutheran Church for Channel 3 Equipment
7. Planning Commission Recommendation –
 - Conditional Use Permit – 1221 Lakeview Ave
 - Nuisance Ordinance
8. Auditing Services – Letter of Engagement
9. Airport
 - Airport Commission Recommendation
 - MN DOT Grant Agreement for Airport Maintenance and Operation
10. 2009 Street Improvement Project – Set Assessment Public Hearing
11. Regular Bills
12. Unfinished Business
13. New Business
14. Council Concerns
15. Adjourn



**Council Meeting
Windom City Hall, Council Chamber
October 6, 2009
7:30 p.m.**

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

2. Roll Call: Mayor: Kirby Kruse

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

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Al Baloun, Recreation Director; Craig Mueller and Dennis Johnson, Wenck Engineering and Jeremy Rolfes, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Fast, second by Ray, to approve the September 15, 2009 minutes. Motion carried 5 – 0.

5. Approval of the Consent Agenda:

Kruse said the Consent agenda contained the minutes from the following:

- Economic Development Authority – September 14 & September 28, 2009
- Park & Recreation Commission – September 14, 2009
- Street Committee – September 15, 2009
- Community Center Commission – September 28, 2009
- Utility Commission – September 30, 2009

Kruse said there was correspondence from Cheryl Hanson regarding the fire chief.

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

6. Department Heads:

None.

7. License Applications:

Application for an Exempt Permit for lawful gambling for the Windom Fire Department Relief Association for a raffle to be held on April 17, 2010.

Motion by Ray, seconded by Powers, to approve an Exempt Permit for lawful gambling for the Windom Fire Department Relief Association for a raffle to be held on April 17, 2010. Motion carried 5 - 0.

1. Resolutions Accepting Donations:

Kruse said there was a donation of \$100 from Bethlehem Lutheran Church to Windomnet to upgrade the equipment used for the public cable television channel #3.

Council member Messer introduced the Resolution No. 2009-37, entitled "AUTHORIZATION TO ACCEPT DONATION FROM THE BETHLEHEM LUTHERAN CHURCH TO WINDOMNET". The resolution was seconded by Fast and on roll call vote: Aye: Messer, Powers, Ray, Fast and Maricle. Absent: None. Resolution passed 5 - 0.

Kruse said there were also donations made by Bank of the West, Bank Midwest and United Prairie Bank to the Windom Fire Department in the amount of \$72.50 each to be used for fire hats for Fire Prevention Week.

Council member Fast introduced the Resolution No. 2009-38, entitled "AUTHORIZATION TO ACCEPT DONATION FROM AREA BANKS FOR THE WINDOM FIRE DEPARTMENT". The resolution was seconded by Maricle and on roll call vote: Aye: Powers, Ray, Fast, Maricle and Messer. Absent: None. Resolution passed 5 - 0.

9. Park & Recreation Commission – 2009\2010 Ice Rate Recommendation:

Al Baloun, Recreation Director, said that the Park & Recreation Commission is recommending an increase in the ice rates for the upcoming season. Baloun noted that the ice rental rate for the studio rink was \$5 per hour lower for the Windom Hockey Association than for the Windom Figure Skating due to contributions made by the Windom Hockey Association for the development of that rink.

Council member Maricle introduced the Resolution No. 2009-39, entitled "RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR PARK AND RECREATION FACILITIES". The resolution was seconded by Ray and on roll call vote: Aye: Ray, Fast, Maricle, Messer and Powers. Absent: None. Resolution passed 5 - 0.

10. Ehlers & Associates – Telecom Bond Re-financing:

Todd Hagen, Ehlers & Associates representative, said that the City had taken out a \$2.65 million temporary bond about three years ago to refund some telecom expenses. This bond is at 3.9% interest and will be due in February 2010. The option the Council discussed previously was to roll over this into another three-year bond. The new amount will be \$2.42 million which includes some capitalized interest and issuance costs. The new issue would be scheduled for November 2009 and the interest rates are looking good and expect the range to be 2 – 2.5%. The bonds would be an interest only payment and have an 18 month call feature. The City is within its statutory limits for borrowing and the intent is to make repayments from revenue, but the bonds are backed by the general obligation of the City which gives security to the bond buyers and a lower interest rate to the City. There will be a short-term rating needed and anticipates the rating call to be completed the week of October 26, 2009.

Nasby noted that the time for the November 3, 2009 City Council meeting referenced in the Resolution from Ehlers & Associates was incorrect and would need to be changed to 8:05 p.m. since this is an election day and no public meetings can be held until the polls are closed. Hagen concurred and the Resolution should show the 8:05 scheduled meeting time.

Council member Ray introduced Resolution No. 2009-40, as amended to show the correct meeting time for the November 3, 2009 City Council meeting, entitled “RESOLUTION PROVIDING FOR THE SALE OF \$2,420,000 TEMPORARY GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2009”. The resolution was seconded by Powers and on roll call vote: Aye: Fast, Maricle, Messer, Powers and Ray. Absent: None. Resolution passed 5 - 0.

11. Disposition of Surplus Equipment - Trailer:

Kruse said that a memorandum had been handed out showing the high bid amount and a staff recommendation.

Nasby said that the staff recommendation is to reject the high bid as the value of the trailer is thought to be higher than the amount of the bid received. The trailer can be re-advertised again at this time, sold at the City auction if another one is held or placed for sale at some future point in time.

Motion by Powers, seconded by Ray, to reject the bid for the trailer. Motion carried 5 -0.

12. Regular Bills:

Motion by Fast, seconded by Ray, to approve the regular bills as presented. Motion carried 5 -0.

13. Contractor Payments:

Engineering Bills

Wenck Associates bills for \$16,301.60 for the Stimulus portion of the airport project and \$5,433.86 for the Entitlement portion of the Airport project.

Messer asked if this was all of the engineering bills for the project. Mueller said this was the final bill for the federal stimulus part of the project as it is being closed out, but there would be additional bills for the Entitlement part. Messer asked about the problem with the lighting. Mueller said a MN DOT representative is coming to look at the situation. Messer wanted to know what will happen if the lights need to be fixed and that this matter had been brought to the engineer's attention before the project was done. Mueller replied that Entitlement funds could be used to address the lighting issue. Messer said he is against using Entitlement funds if it was an engineering error and wanted to know who pays if there was not enough money in the Entitlement fund.

Powers asked if the Airport was open. Mueller said not yet and the MN DOT representative is supposed to come next week to look at the lights.

Messer said he would suggest that the Wenck bill for the Entitlement portion of the project not be paid until the light issue was settled.

Motion by Messer, second by Powers, to approve payment to Wenck Associates for \$16,301.60 for the Federal Stimulus portion of the project. Motion carried 5 – 0.

Airport Runway and Taxiway Projects

Messer noted that there does not appear to be any retainage on this project. Mueller said that was correct and the federal government wants these stimulus projects closed out as soon as possible and since all the work has been completed the final bill can be paid.

Nasby noted that the final project cost was approximately \$100,000 over the original contract price. Kruse asked Mueller to review the difference. Mueller said that there was additional gravel used, the average concrete thickness was at 5.3 inches compared to the 5 inch thickness calculated in the quantities and that the turn-around area was missed in the original plan so more concrete was needed.

Messer asked why the gravel quantities were off. Mueller said the runway was leveled and the estimated quantities were calculated from staking and the actual amounts were higher.

Kruse asked about the extra concrete. Mueller said that additional thickness of about 1/4" over a strip 75 feet wide and 3600 feet long added up to extra quantity. Messer asked if it was off due to the differences in the gravel levels. Dennis Johnson, Wenck Associates, said that the tolerance for a project is 1/2" and this actual was 1/4" which is very close.

Powers asked if there was a final inspection needed from the federal government. Mueller said there is not a specific inspection just for this project, but it will be part of the annual inspection. Johnson said that there were inspections during the project and the certificates of work completed go to the federal government along with the payment requests.

Motion by Fast, second by Ray, to approve payment to Wick's Construction for \$182,920.15 for the Federal Stimulus portion of the project. Motion carried 5 – 0.

Motion by Messer, second by Powers, to approve payment to Wick's Construction for \$57,112.89 for the Entitlement portion of the project. Motion carried 5 – 0.

2009 Street Project

Messer asked if all of the work was done. Mueller said "yes" it was completed. Messer asked if the street work was satisfactory. Mueller said "yes".

Kruse said there had been an issue of smoothness. Mueller said that this issue is currently being discussed with the contractor and subs. Mueller said it was in the specifications, but there is a disagreement with the contractor whether or not it applies as the specs note two exceptions to the smoothness test and the contractor's position that both conditions need to apply and the engineer's position is that only one of the conditions need to apply to enforce the smoothness test.

Messer asked about the uneven joint in the pavement at the Tanglewood Apartment driveway. Mueller said that was a place where two concrete pours came together when the street was done to allow for access to the apartments. Messer said there were numerous other places where two different pours came together and there was not a bump on these. Mueller said they will be looking at the Tanglewood section.

Powers confirmed that the smoothness test had not been done yet. Mueller concurred and noted that the issue was still under discussion.

Kruse said that if the City were to pay the total bill what recourse would the City have to address problems. Mueller said that the City could withhold the final payment or fix the problem. Kruse said that the retainage was about \$25,000 on this project, which is not being paid at this point.

Kruse asked about the total cost as the project is over budget by about \$80,000. Mueller said that the cost overruns were from additional water main work, the sewer work came in a little higher, there was an extra man hole discovered that had been paved over so that added cost to the storm water component, there was extra expense for some concrete driveways to make them work better with the new street and several wet areas were found that required remediation work. Nasby commented that some of the added costs for the water and sewer may come from those funds and not the street project bond.

Motion by Powers, second by Maricle, to approve payment to Hjerpe Construction for \$123,435.24 for the 2009 Street Project. Motion carried 5 – 0.

Sykora Addition Sanitary Sewer

Mueller said the project had been completed and this contractor payment is for the final payment less retainage.

Messer asked if this project was on budget. Mueller said it came in under budget.

Motion by Messer, second by Fast, to approve payment to M&R Paving for \$8,137.07 for the Sykora Sanitary Sewer Project. Motion carried 5 – 0.

14. Unfinished Business:

None.

15. New Business:

None.

16. Council Concerns:

Kruse encouraged the public to submit nominations for the Mayor's Metals of Honor.

Nasby noted that the Cottonwood County Historical Association was hosting a Grand Re-opening for the Windom Municipal Airport on Saturday, October 10th. The program and ceremony is scheduled for 10:30 a.m. and both State and Federal legislators have been invited to attend. The event is open to the public and a lunch will be available after the ceremony.

Nasby informed the City Council that the model airplane club has been given permission by the Windom Area School to use their property for flying model aircraft. The model airplane club wanted to let the City Council know and inform the public.

17. Adjourn

City Council was adjourned by unanimous consent at 8:17 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

**SPECIAL CITY COUNCIL
MEETING MINUTES
City Hall, Council Chamber
October 14, 2009
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: Jean Fast, Brad Powers, Corey Maricle and Robert Messer

Council Members Absent: JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Mike Haugen, Water\Wastewater Superintendent; Marv Grunig, Electric Utility Manager; Gene Lenning, Liquor Store Manager and Jim Skarphol and Ambulance Director

Public Present: None

3. 2010 Budget Meeting – Enterprise Fund Presentations & Capital Improvement Plan

Mayor Kruse said that the presentations by the Departments at this meeting are those that are enterprise funds, which are essentially business-type activities.

Nasby noted that Dan Olsen, Telecom Manager, was ill and would not be attending the meeting and he would be presenting the budget highlights prepared by Olsen.

Presentations by the following Departments or Funds were made regarding their 2010 budget requests for operational expenses and capital items. The City Council had discussions and questions for the presenters on their various budget requests.

Telecom
Water
Wastewater
Electric
Liquor
Ambulance

Nasby said that the City's Capital Investment Plan included a line item for the dam. The Council voted to table the issue last year due to the possibility of new funding from the new 3\8 cent sales tax for the environment and the financial uncertainty of Local

Government Aid (LGA) funding. As the final preparation for the 2010 is completed Nasby asked the City Council what funding, if any, should be budgeted for the dam project. He reminded the City Council that the State funding that is available is a 50\50 match so the City would have to put some money into any project they chose to pursue. The consensus of the City Council was to put \$50,000 into to the 2010 proposed budget for the dam and to have the engineering firm contact the MN DNR about stabilizing the river bank near the dam and inquire again about filling the by-pass.

4. Adjourn:

Kruse adjourned the meeting by unanimous consent.

Meeting adjourned at 8:10 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

**PARK AND RECREATION COMMISSION MEETING
MINUTES OCTOBER 12, 2009**

1. Call to Order: The meeting was called to order by Terry Fredin at 5:15p.m. in the council chambers at city hall.
2. Roll Call:
Commission Present: Terry Fredin, Sherri Zimmerman, Kay Clark, & Jeff LaCanne
Commission Absent: Angie Blanshan
City Staff Present: Recreation Director Al Baloun & Park Director Bruce Caldwell
Council Liaisons: Corey Maricle & JoAnn Ray Absent
Public: None
3. Approve Agenda
Motion by Clark, seconded by LaCanne to approve agenda
Motion Carried 3-0
4. Approve Minutes, September 14, 2009
Motion by Clark, seconded by LaCanne
Motion Carried 3-0
5. Park Superintendent-Bruce Caldwell
 1. Campground; the commission received a report on the campground revenue from this past season. These numbers are not final as there are still a few snowbirds using the facility but as of this date we have received \$2,752.00. This is a \$1,193.00 increase over 2008. The basic belief for the increase is due to the new campground sign along highway 60 & 71 at the east end of the park.
 2. The fencing for Lincoln Field has been delivered and hopefully with warmer weather it will be installed before the ground freezes up.
 3. Staff is currently winterizing all the bathroom facilities prior to the extreme cold temperatures.
 4. The commission received the monthly budget report for review.
6. Recreation Director's Report- Al Baloun
 - a. Fall Recreation Programming – 2nd & 3rd Grade Flag Football will most likely be cancelled due to the cold temperatures and snow. Baloun expressed his concerns about having the younger kids participating due to the outbreak of the flu. This age group is scheduled to play during half time at the varsity game in Island Park on Tuesday October 13th. Possible make up dates for the games for 4th through 6th grade flag football will be looked at and worked out with the coaches. If the inclement weather continues the league could be cancelled for the remainder of the fall.
 - b. Arena Season and Update on Ice: Baloun said the staff will paint the ice on Wednesday of this week and the next couple days they will lay down the lines and circles. Following this procedure they will make more ice and open the main rink for practices on Monday October 19th. Following completion of the main rink staff will begin to work on the studio rink.
7. Open Mike: None
8. Meeting Adjourned at 5:38 pm.

Next Park & Recreation Meeting November 9, 2009 5:15 p.m. Council Chambers

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
OCTOBER 13, 2009**

1. Call to Order: The meeting was called to order by Vice Chairman Cartwright at 7:02 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Lindsey Cartwright, Loie Grandprey, Greg Holt, Tim Hacker,
Greg Pfeffer, Marilyn Wahl, and Brad Powers (Council Liaison).

Absent: Renee Giefer and Gary Hunter.

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

Public Present: Gary Wood.

3. Approval of Minutes:

Motion by Commissioner Wahl, seconded by Commissioner Grandprey, to approve the Planning Commission Minutes for the special meeting held on July 28, 2009. Motion carried 6-0.

4. Public Hearing – 7:05 P.M.: Conditional Use Permit – 1221 Lakeview Avenue - (Applicants/Owners: Gary & Darlene Wood):

Vice Chairman Cartwright opened the public hearing at 7:08 p.m.

The Commission had received copies of the application, survey, site plan, diagrams of the proposed carport, and photographs of the property. Zoning Administrator Jim Kartes advised that Gary and Darlene Wood are requesting a conditional use permit to allow the construction of an additional 24' X 32' freestanding carport adjacent to their detached garage. They have an existing 28'X32' detached garage and a 13' X 27' carport. The total floor area of the garage, existing carport and proposed new carport would be 2,015 square feet which would be 865 square feet more than the maximum allowed by the Code. The number of accessory structures, total ground coverage of the accessory structures, and the placement of an additional accessory structure on a lot with a frontage of less than 100 feet would require a conditional use permit. Zoning Administrator Kartes indicated that he had received no comments from anyone expressing opposition to the proposed carport. Commissioner Holt reported that a neighbor of the Applicants had contacted him concerning possible runoff from the roof of the carport and also concerning the proximity of the concrete slab to the property line. Zoning Administrator Kartes advised that the building code would require the Applicants to put gutters on the carport. He also advised that the code allows the placement of flatwork (the concrete slab) up to the side property line. However, the carport itself would need to be five feet (5') from the side property line. Zoning Administrator Kartes advised that in his opinion the Applicants have met the conditions of the ordinance.

Information received from the Application submitted by Gary and Darlene Wood and from statements made by the Owner Gary Wood: The property is in an R-2 District. The garage and carports face the north-south alley which lies east of the property. The lot has a 75-foot frontage and a depth of 213.5 feet. The owners have poured the concrete slab and propose to install four posts and a roof on the new carport for the purpose of storing their motor home. The alley east of the property serves three properties. The City owns the property lying east of the alley. At the present time, the Owners do not plan to put up any walls on this carport. Zoning Administrator Kartes advised that in the future subsequent owners might construct walls on this carport.

Vice Chairman Cartwright asked if there were any other questions or comments from anyone in the

audience. No other comments were received from anyone present. All public testimony was completed and Vice Chairman Cartwright referred the matter to the Planning Commission for consideration at 7:12 p.m. After a brief discussion, the following action was taken.

Motion by Commissioner Grandprey, seconded by Commissioner Wahl, and carried to recommend to the City Council the approval of the conditional use permit application, submitted by Gary and Darlene Wood, to allow the construction of an additional 24' X 32' freestanding carport on property situated in an R-2 District. The property is located at 1221 Lakeview Avenue and is described as: The North 75 Feet of the South 1,162.5 Feet of the West 213.5 Feet of the Northeast Quarter of the Southeast Quarter of Section 25, Township 105 North, Range 36 West in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-025-0700.)

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 (6-0).

Vice Chairman Cartwright advised that these recommendations will now come before the Windom City Council at its meeting next Tuesday night, October 20, 2009; and the Council will make the final decision concerning this application.

5. Planning Commission Comments, Concerns, Suggestions: Commissioners advised that they continue to receive complaints concerning properties which citizens believe are public nuisances. The City's policy has been to act on public nuisance complaints received from citizens and law enforcement personnel. The Commissioners feel that efforts have been made to do what the ordinance requires. However, they are now requesting guidance from the City Council as to whether a comprehensive canvass of the City should be conducted to identify public nuisance violations on both **residential and commercial** properties and pursue follow-up actions.
6. Adjourn: On motion, Vice Chairman Cartwright adjourned the meeting at 7:51 p.m.

Lindsey Cartwright, Vice Chairman

Attest: _____
James Kartes, Zoning Administrator

7. New Business:
None.

8. New Book Suggestions:
The board presented their suggestions.

9. Adjourn:

Motion by John Duscher, seconded by Anita Kathy Hiley to adjourn.

Meeting adjourned at 5:11 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**Windom Airport Commission Minutes
October 15, 2009**

The Windom Airport Commission met on October 15, 2009, at 9:00 a.m. at the Windom Airport. Members present were Marlyn Bartsch, Brian Underwood, Stan Wendland and Gerri Burmeister. Members absent: Merle Wall, Scott Fredin and John Holt. Others Present- Mayor Kirby Kruse, City Staff: Steve Nasby, Bruce Caldwell and Denise Nichols, Engineers: Craig Mueller from Wenck Associates.

Vice-Chair Brian Underwood called the meeting to order.

1. APPROVE MINUTES: Minutes from May 29, 2009, were reviewed. Motion by Burmeister, seconded by Bartsch, to approve the minutes as written. Motion passed 4 – 0.

2. FAA ENTITLEMENT & STIMULUS FUNDING PROJECTS:

Work Suspension Request – The Commission reviewed a request from Wick’s Construction for consideration by the Commission to suspend the contract for the Airport Taxiway project until June of 2010. This would allow the contractor to complete the seal coating portion of the project in more ideal weather conditions. Craig Mueller reviewed with the Commission the contractor’s work schedule in September and his attempts to schedule the seal coating subcontractor to complete the project.

To obtain optimal coverage and adhesion to the surface, the seal coating should be completed when the temperature is at or above 70° for several days. Temperatures were within this range in September and the contractor had many opportunities to complete the seal coating.

The Commission agreed that the seal coating should not take place yet this year. However, since the contractor had not reached substantial completion the Commission discussed possible liquidated damages. Because the completion of the project was the general contractor’s (Wick’s) responsibility and the airport was closed an additional 3-4 weeks for the completion of the seal coating, the Commission agreed that liquidated damages should be assessed for non-completion of the project by the contract date. The Commission also agreed that a final completion date should be specified when granting an extension for the completion of the seal coating.

Motion by Underwood, seconded by Bartsch, to recommend to the City Council to grant an extension of the taxiway seal coating project and specify a completion date in June 2010, and that the contractor be assessed liquidated damages for 10 working days. Motion passed 4-0.

Runway Lights – Mueller reported that the MN DOT inspector would be flying in at 9:00 a.m. on Friday morning to meet with the Engineer, Airport Manager and the Electric Superintendent to determine the best option to adjust the runway lights to the correct elevation. Due to white coating of the runway, the lights are not at the correct elevation. A temporary repair has been implemented with extensions and tile around the lights. This repair is not optimal for maintenance and longevity of the lights. Underwood is also concerned about safety issues with the temporary repair.

Airport Striping – The contractor has contacted Underwood and will complete the work within the next two weeks.

3. **ADJOURN**: The meeting was adjourned at 9:40 a.m.

Brian Underwood, Vice Chair

Attest: _____
Steve Nasby, City Administrator

Date/Time received: 10/13/09 1:10

Agenda Request Form

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

Name: David Bucklin Telephone No: 831 1153 ext 3

Address: 339 9th St

Date of Council Meeting: Oct 20 2009 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: Emerald Ash Borer update

possible grant opportunity for preparation,
for the arrival of the E.A.B.

Have you brought this to the attention of the appropriate department head? yes Bruce C,
Committee? _____

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): _____

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

David Bucklin
Signature

Cottonwood SWCD

Date/Time received: 10/14/09

Agenda Request Form

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

Name: Frank Dörpinghaus Telephone No: 507 832 8184

Address: 573 Guerli Ave

Date of Council Meeting: 10-20-09 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

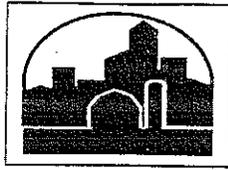
Subject: Article 7 Section 9 V.S. Constitution
Mandatory Health Care Concerns

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

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

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

FK Dörpinghaus
Signature



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 OCT 24TH

Hours 4-12

Type of Event WEDDING RECEPTION

LAKER BRILL
Name of Individual/Organization

[Signature]
Licensee Officers Signature

999 2ND AVE
Street Address

MT. LAKE MN
City State

507-427-2450
Telephone Number

Application Approved Disapproved
this _____ day of _____, 20_____

City Administrator

License Fee - None \$0.00

- Copy of On-sale license attached
- Proof of insurance attached
- City named as additional insured
- 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 24th day of oct, 2009. 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.

[Signature]
Licensee Officers Signature

9-28-09
Date

RESOLUTION #2009-

INTRODUCED:

SECONDED:

VOTED: Aye:
Nay:
Absent:

AUTHORIZATION TO ACCEPT DONATION FROM OUR SAVIOR'S LUTHERAN CHURCH TO WINDOMNET

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

WHEREAS, the City of Windom has received a donation from Our Savior's Lutheran Church in the amount of \$221.00; and

WHEREAS, the donation requires that the funds be used towards the purchase of components to upgrade channel 3 playback equipment including a Leightronix controller, a recordable DVD device, three decks and three cables.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$221.00, offered by Our Savior's Lutheran Church, for use by WindomNet for the upgrade of channel 3 playback equipment.

Adopted by the Council this 20th day of October, 2009.

Attest: _____
Steven Nasby, City Administrator

Kirby G. Kruse, Mayor



MEMO

To: Mayor and City Council
From: James Kartes, Zoning Administrator
Date: October 16, 2009
Re: Planning Commission Meeting – October 13, 2009

At its regular meeting on October 13, 2009, 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: Gary L. Wood & Darlene M. Wood
Address of Property: 1221 Lakeview Avenue, Windom, MN
Legal Description: The North 75 Feet of the South 1,162.5 Feet of the West 213.5 Feet of the Northeast Quarter of the Southeast Quarter of Section 25, Township 105 North, Range 36 West in the City of Windom, Cottonwood County, Minnesota.
Parcel ID#: 25-025-0700

The Applicants propose to construct an additional 24' X 32' freestanding carport on the property. Pursuant to the City Code sections on R-2 Districts and accessory structures, a conditional use permit is needed.

THE PLANNING COMMISSION RECOMMENDS TO THE CITY COUNCIL:

Approval of the application, submitted by Gary and Darlene Wood, requesting a conditional use permit to construct an additional 24' X 32' freestanding carport on the property at 1221 Lakeview Avenue.

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 20th 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

Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-831-6125

CITY OF WINDOM PLANNING COMMISSION
NOTICE OF RESCHEDULED PUBLIC HEARING
CONDITIONAL USE PERMIT APPLICATION

Pursuant to City of Windom, City Code Sections 11.58 and 11.59, notice is hereby given that the Applicant, Gary L. Wood, on behalf of Owners, Gary L. Wood and Darlene M. Wood, of 1221 Lakeview Avenue, Windom, Minnesota, has submitted an application for the granting of a conditional use permit for property located at 1221 Lakeview Avenue. The Applicant requests a conditional use permit to allow the construction of an additional accessory structure to be used as a storage area on the property. The area is zoned as "R-2 Urban Residential District" (Section 11.19). The number of accessory structures and the total floor area of the garage and accessory structures would exceed the maximums set forth in City Code Section 11.43 (Accessory Structures in Residential Districts). The setbacks, lot area, and proposed placement of structures are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

It is necessary to reschedule the public hearing on this application that was originally set for September 15, 2009. A public hearing to consider this zoning application requesting a conditional use permit will be held before the Planning Commission in the **City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, October 13, 2009, at 7:05 p.m.**

Those persons wishing to be heard on this application for consideration of a zoning request for a conditional use permit are requested to be at this meeting. Copies of the application and plot plan and additional information may be reviewed in the Building & Zoning Office at City Hall prior to the Public Hearing.

Legally described as follows: Real Estate located in the City of Windom, described as:
North 75 Feet of South 1,162.5 Feet of West 213.5 Feet of
Northeast Quarter of Southeast Quarter of Section 25, Township
105 North, Range 36 West in the City of Windom,
Cottonwood County, Minnesota.

Parcel ID #: 25-025-0700

Address of the Property is: 1221 Lakeview Avenue, Windom, MN 56101

By Order of the City of Windom:

James Kartes, Zoning Administrator

Published: Cottonwood County Citizen (September 9, 2009)

CITY OF WINDOM, MINNESOTA

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

Case No.: _____
Parcel No.: 25-025-0700
Fee: \$150.00
Paid: Ck. 4719 Date: 8-31-09
Date Filed: 8-31-09

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) GARY L. WOOD
Address 1221 LAKEVIEW
City WINDOM State MN Zip 5610 (Phone: _____)

Owner(s): (If other than Applicant)
Name(s) Gary L. Wood & Darlene M. Wood
Address _____
City _____ State _____ Zip _____ (Phone: _____)

Property Address: 1221 LAKEVIEW - WINDOM MN

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition _____
North 75 Feet of South 1,162.5' of West 213.5' of NE 1/4 SE 1/4
of Section 25, Twp. 105 N, Range 36 West. (If metes and bounds, attach description.)

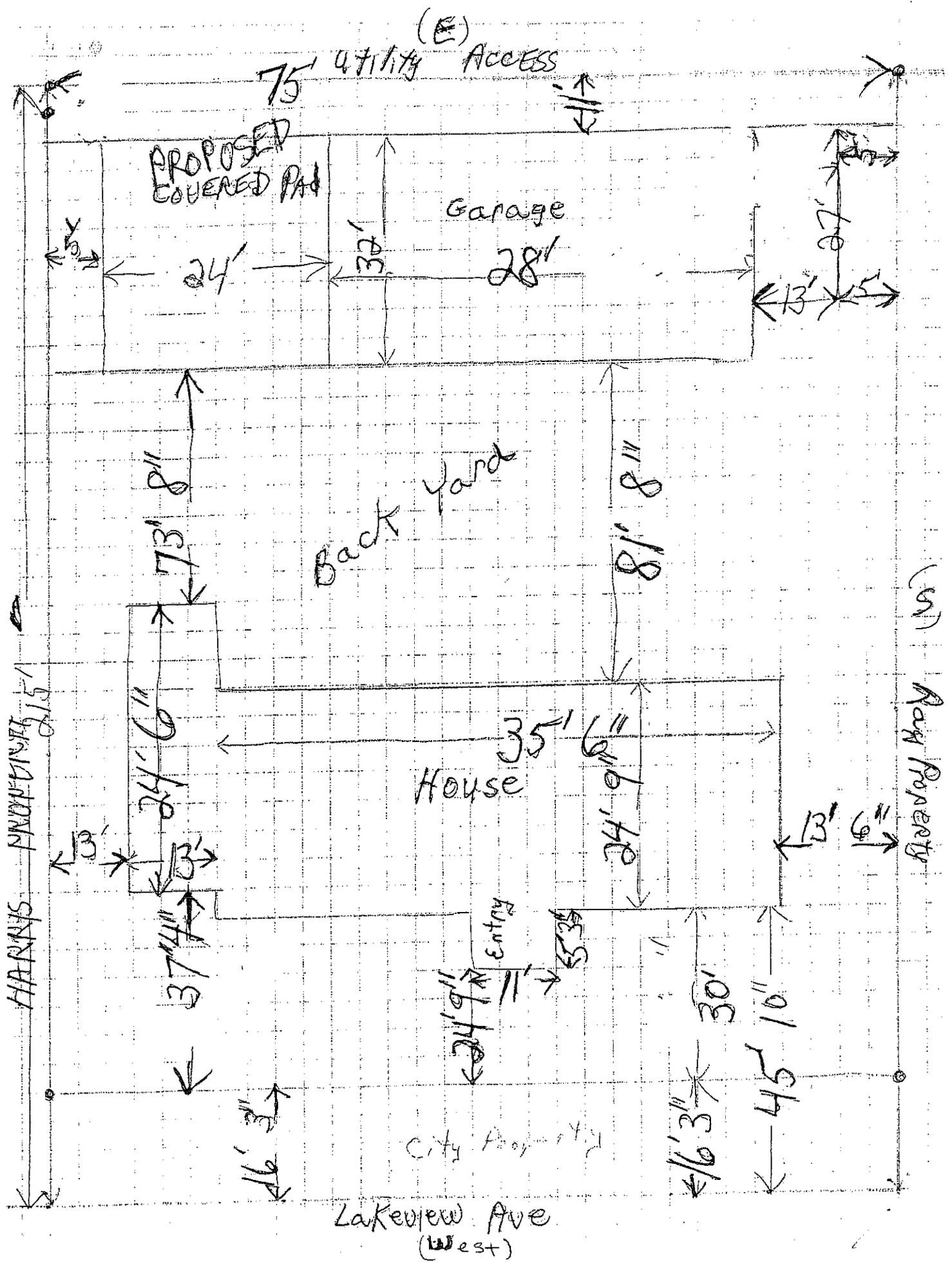
Existing Use of Property: RESIDENTIAL Present Zoning: R-2

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 required)
I BOUGHT A MOTOR HOME - I WOULD LIKE TO STORE
IT UNDER A ROOF, WHEN NOT IN USE. Applicant has a
28' x 32' garage & a 13' x 27' carport currently on the property.
He is requesting a conditional use permit to put an additional
24' x 32' freestanding car port on the property.

In signing this Application, I/we hereby acknowledge that I/we have read and fully understand the applicable provisions of the Zoning and Subdivision Ordinances and current administrative procedures. I/we further acknowledge the fee explanation, as outlined in the application procedures, and hereby agree to pay the required fee and all statements received from the City pertaining to additional application expenses.

X [Signature] Date: 8-26-09
[Signature(s) of Applicant(s)]



HARRIS PROMENADE
15' 21/2"

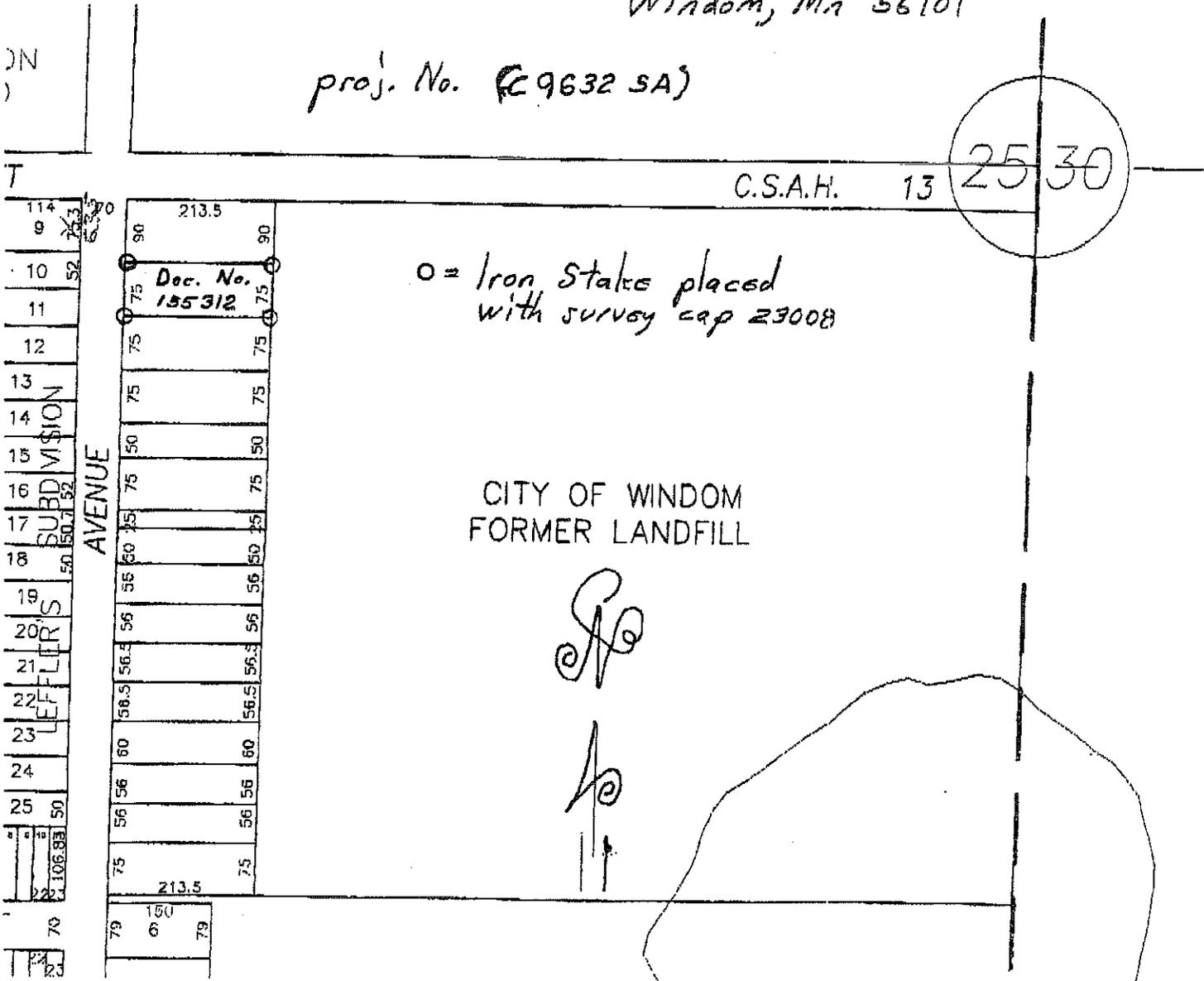
(S) Raw Property

LaReview Ave
(West)

Survey of tract of land in Southwest corner of SE 1/4 of SE 1/4 Sec. 25, Twp. 105 North, Range 36 West in the City of Windom, Cottonwood County, Minnesota. (Document No. 155312)

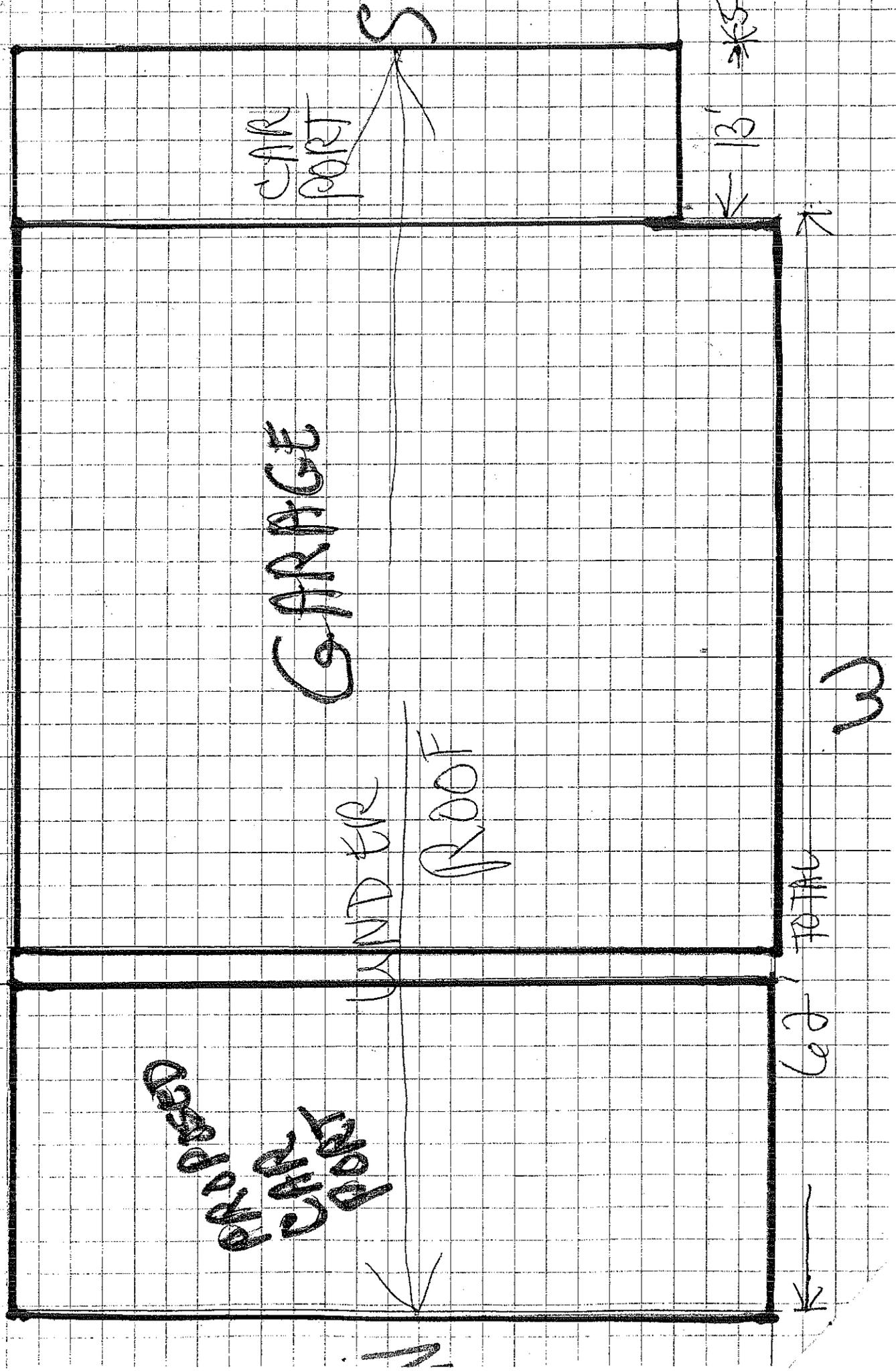
prepared for: Gary & Darlene Wood
1221 Lakeview Ave.
Windom, Mn 56101

proj. No. (C9632 SA)

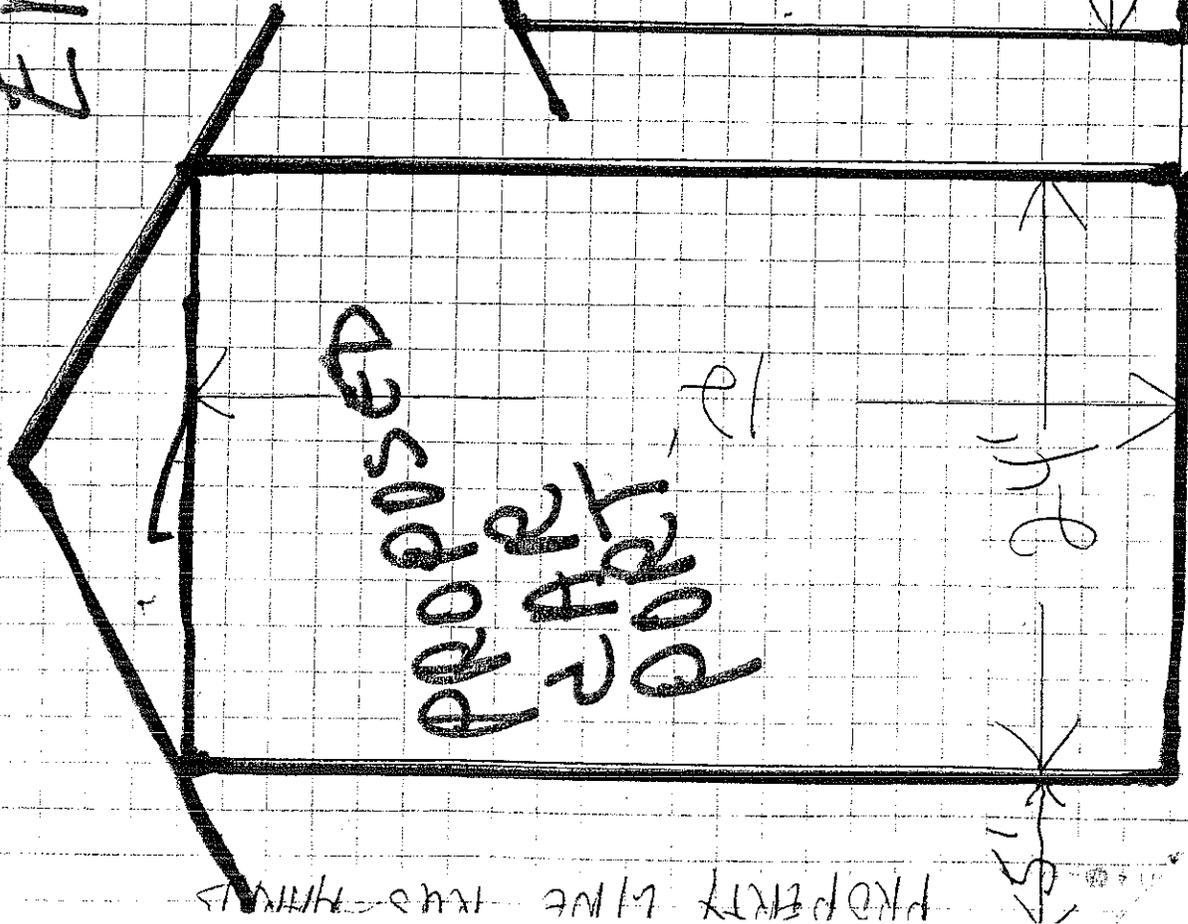


PREPARED BY:
ZIESKE LAND SURVEYING, INC
WINDOM, MN
DATE: 10-27-08

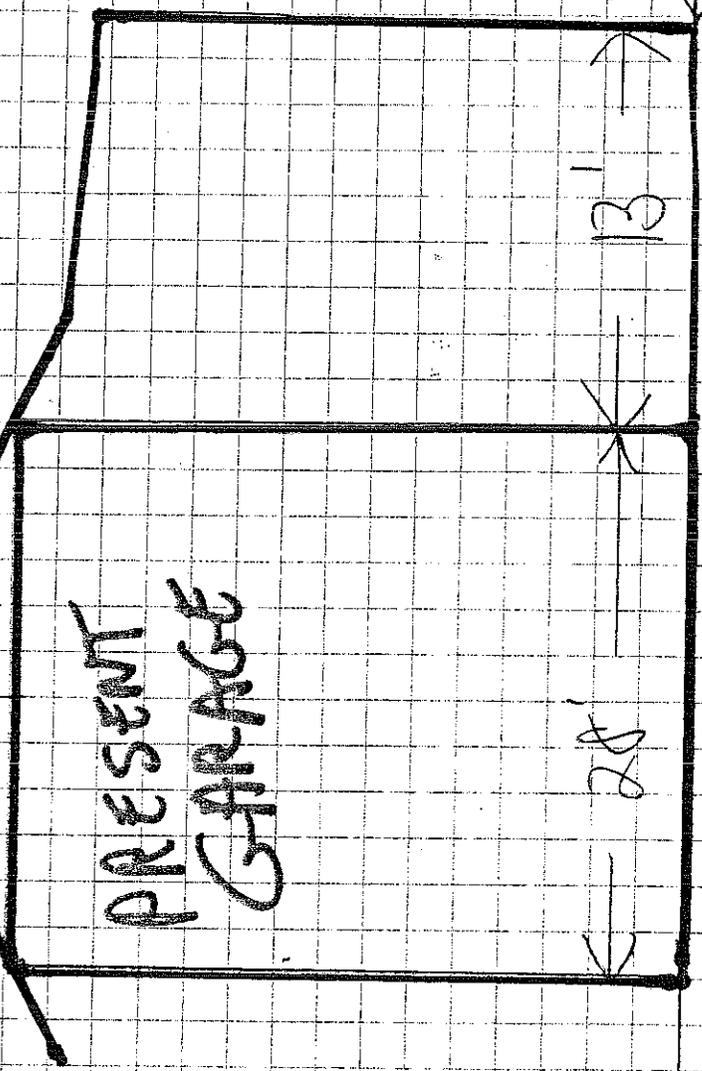
TOP VIEW



END VIEW



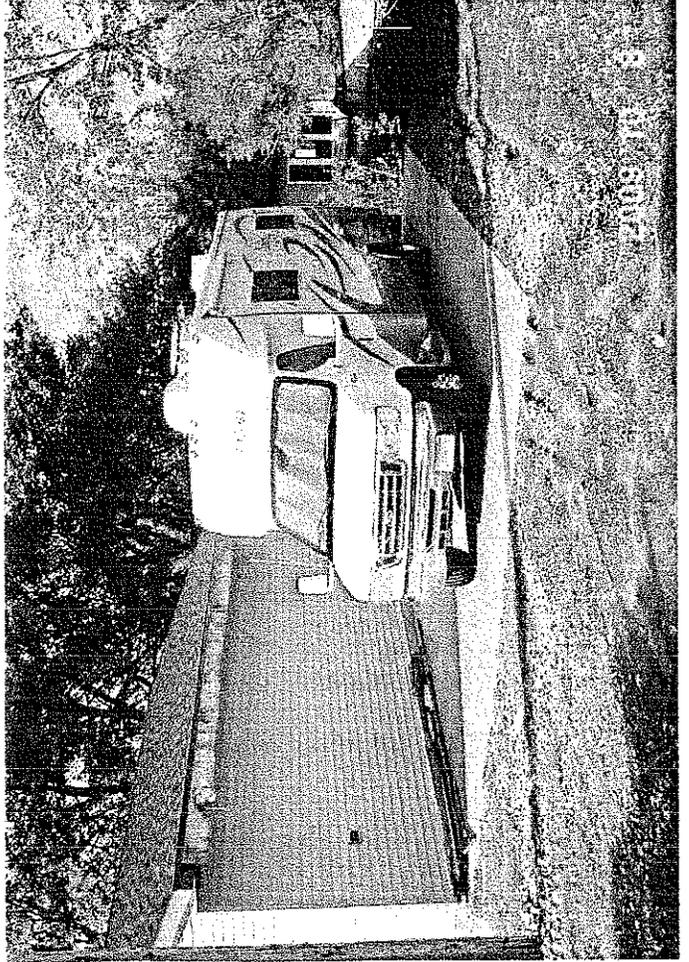
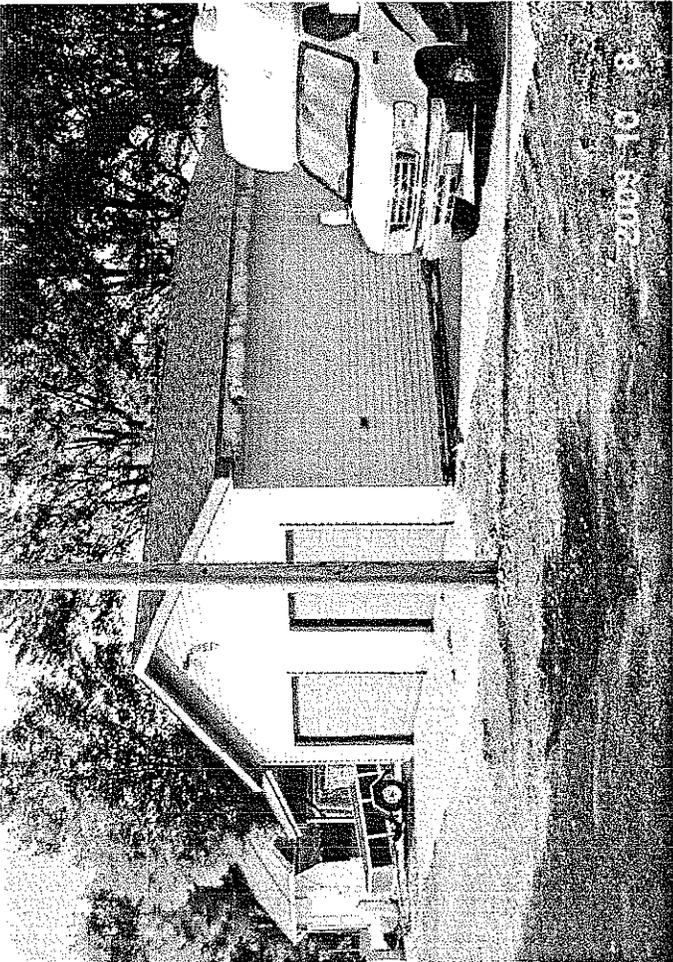
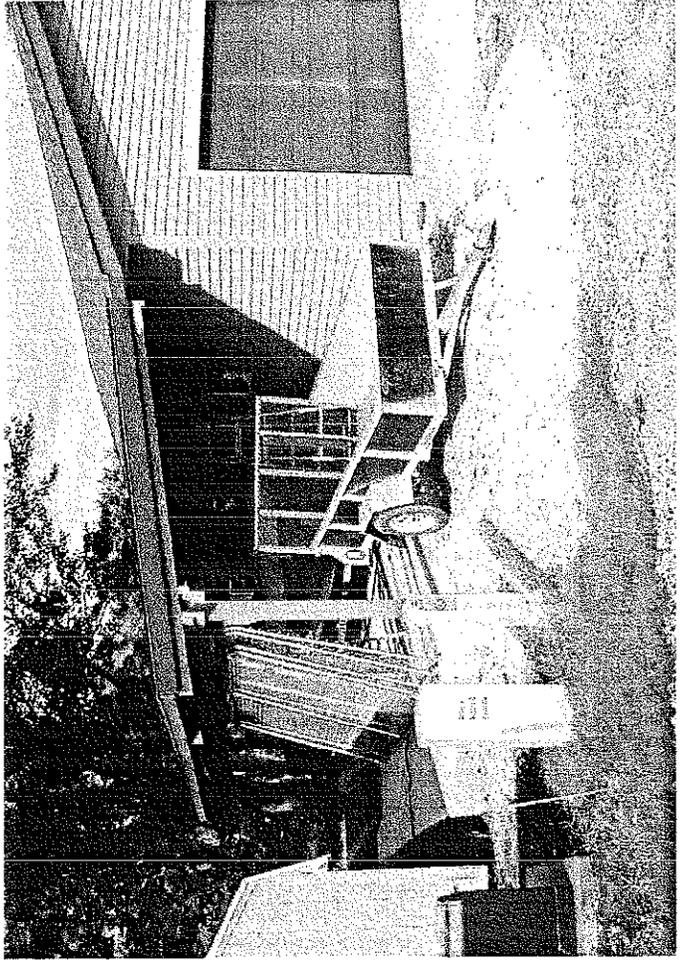
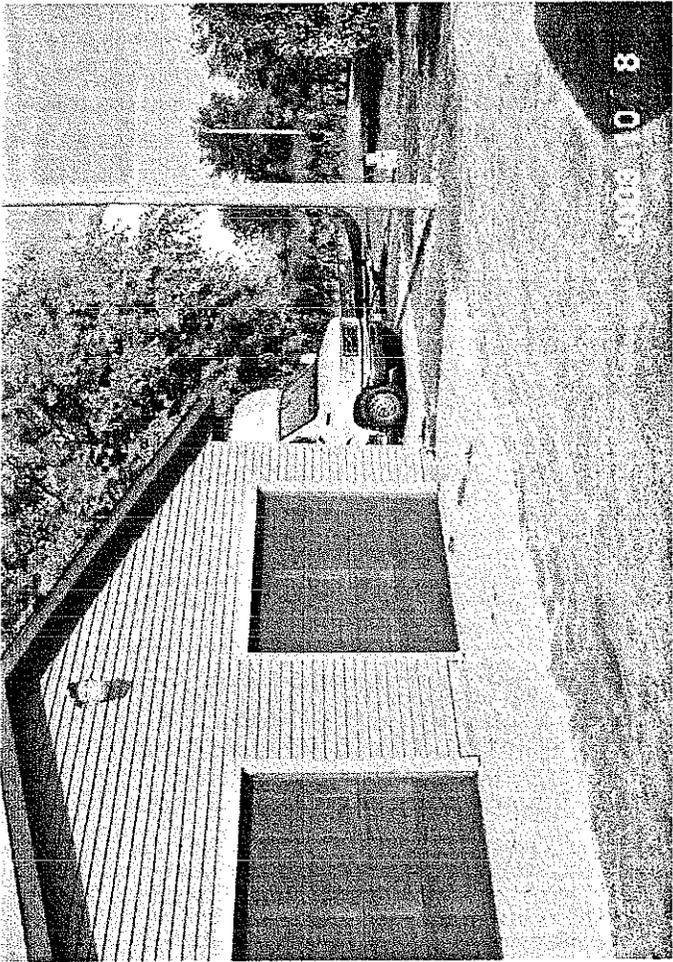
PROPERTY LINE



PROPERTY LINE

FROM HOUSE SIDE

15'





MEMO

To: Mayor and City Council
From: James Kartes, Zoning Administrator
Date: October 16, 2009
Re: Review of Public Nuisance Enforcement Policy

At its regular meeting on October 13, 2009, the Planning Commission held a discussion concerning the following matters:

Complaints they have received from citizens concerning properties which citizens believe are public nuisances; their discussion concerning a more proactive approach to the public nuisance ordinance (should this enforcement go beyond the existing complaint procedure?); their questions as to the Planning Commission's role in the reporting and identifying of public nuisance properties; and their questions as to the City Council's direction concerning the level of inspection and enforcement that should be pursued.

The Planning Commission has asked that their City Council Liaison Brad Powers and I bring these matters to the attention of the City Council.

The City's policy has been to act on public nuisance complaints received from citizens and law enforcement personnel. As each of these complaints is received, an inspection is made of the property and photographs are taken. If public nuisance violations are present, a cleanup letter is sent to the property owners. The letter sets forth the violations, a deadline for cleanup of the items which are in violation of the ordinance, and a summary of potential subsequent procedures and consequences for non-compliance with the ordinance.

If the violations have not been remedied by the deadline specified in the letter, the file is turned over to the Police Department for further action which may include a citation and subsequent court proceedings.

The Planning Commission feels that efforts have been made to do what the ordinance requires. However, they are now requesting guidance from the City Council as to whether a comprehensive canvass of the City should be conducted to identify public nuisance violations on both residential and commercial properties and to pursue follow-up actions.

There are additional issues which arise concerning proactive enforcement including individual rights of the property owners, the extent of the financial burden for cleanup costs, the effect on the local economy during the economic downturn, the costs of proactive enforcement; and if authorized, the time of the year to begin any such program. Public nuisance complaints are an ongoing issue for all cities and there is no easy or permanent resolution of these problems.

I will be present at the City Council Meeting on October 20th to convey the concerns expressed by the Planning Commission.

Prior to that time if you any questions or wish to discuss this matter further, please contact me at the Planning and Zoning Office at 831-6125.

JK:mah

DENNIS L. RICK, LTD.

CERTIFIED PUBLIC ACCOUNTANTS

American Institute of Certified Public Accountants
Minnesota Society of Certified Public Accountants

DENNIS L. RICK, CPA
TISHA S. PAPLOW, CPA

October 14, 2009

City of Windom
444 9th Street
Windom, Minnesota 56101

We are pleased to confirm our understanding of the services we are to provide City of Windom for the year ended December 31, 2009. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of the City of Windom as of and for the year ended December 31, 2009. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the City of Windom's basic financial statements. As part of our engagement, we will apply certain limited procedures to the City of Windom's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.

Supplementary information other than RSI also accompanies the City of Windom's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

- 1) Schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



America Counts on CPAs

507-376-5818 * 1018 FOURTH AVENUE * WORTHINGTON, MN 56187
507-831-1332 * 1043 FOURTH AVENUE, SUITE 6 * WINDOM, MN 56101

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for monitoring ongoing activities, to help ensure that appropriate goals and objectives are met. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Windom and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include, including identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on January 31, 2010.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

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

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

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

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Windom's major programs. The purpose of these procedures will be to express an opinion on the City of Windom's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Dennis L. Rick, LTD. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to Federal Aviation Administration or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Dennis L. Rick, LTD. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

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

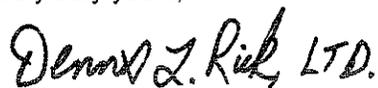
We expect to begin our audit on approximately December 15, 2009 and to issue our reports no later than June 30, 2010. Dennis L. Rick, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$29,000.00, which includes \$1,000.00 for a Single Audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2006 peer review accompanies this letter.

We appreciate the opportunity to be of service to the City of Windom and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Dennis L. Rick, LTD.

RESPONSE:

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

By: _____

Title: _____

Lewis, Kisch & Associates, Ltd.

CERTIFIED PUBLIC ACCOUNTANTS

1303 South Frontage Road
Hastings, Minnesota 55033

James V. Lewis, C.P.A.
John T. Kisch, C.P.A.
Carol J. Sailer, C.P.A.

December 13, 2006

Telephone: (651) 437-3356
FAX: (651) 437-3808
email: lewiskisch@aol.com

To The Shareholder
Dennis L. Rick, Ltd.

We have reviewed the system of quality control for the accounting and auditing practice of Dennis L. Rick, Ltd. (the firm) in effect for the year ended June 30, 2006. A system of quality control encompasses the firm's organizational structure, the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPAs (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firm's system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, an audit of an Employee Benefit Plan and an engagement performed under *Government Auditing Standards*. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selected tests therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of Dennis L. Rick, Ltd. in effect for the year ended June 30, 2006, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

As is customary in a system review, we have issued a letter under this date that sets forth comments that were not considered to be of sufficient significance to affect the opinion expressed in this report.

Respectfully submitted,

Lewis, Kisch & Associates, Ltd.



Members
Minnesota Society of Certified Public Accountants
American Institute of Certified Public Accountants
Minnesota Association of Public Accountants



Memo

To: Mayor and City Council Members
From: Airport Commission
Date: 10/16/2009
Re: Recommendation to the City Council

The Airport Commission met on October 15th and reviewed a request from Wick's Construction requesting consideration for suspension of work on the Airport Taxiway project. The Contractor was unable to complete the seal coating portion of the project within the contract period and is requesting an extension of the contract to complete the seal coating by June 2010.

The Commission agrees that due to the change in the weather the seal coating should not be completed this year.

The Airport Commission recommends that the City Council grant suspension of the contract for completion of the taxiway seal coating project and specify a completion date in June 2010, and also recommends that the contractor be charged liquidated damages for 10 working days.

Wicks Construction Inc.

2201 Hwy 9

Decorah Ia. 52101

City of Windom

444 Ninth Street

Windom Mn. 56101

Airport Commission/City Council

Wicks Construction is requesting that the City of Windom suspend our contract for the Airport project until June of 2010. At that time we will be able to finish the seal coating that is left to do around the hangers.

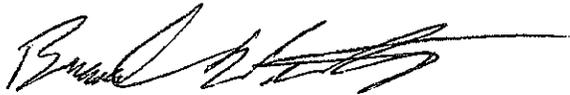
Wicks Construction finished concrete paving on Sept. 3, 2009. Back filling of slab was completed on Sept. 10, 2009 and final sweeping of the runway was completed on Sept. 18, 2009. We feel that substantial completion of the project was obtained on or about Sept. 18, 2009.

After Sept. 18, 2009 the balance of the contract was for joint sealing and seal coating of the asphalt apron and entrance road. The joint sealing was completed on Sept 22, 2009. The seal coating has not been completed as of Oct. 8, 2009 due to excessive rain and cold weather. We feel it would be in the best interest of the project to finish this work in the spring due to the fact that seal coating does not work in cold weather. We don't feel that the remaining work will affect the operation of the airport and we would like to finish this project in late May or early June of 2010.

I would request that any money owed to Wicks Const be paid at this time and any retainage on completed items be paid in a timely manner. We do not expect any money be paid on unfinished items.

Thank you for considering our request.

Brad Wicks

A handwritten signature in black ink, appearing to read 'Brad Wicks', with a long horizontal flourish extending to the right.

Wicks Construction Inc.

RESOLUTION #2009-

INTRODUCED:

SECONDED:

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

**RESOLUTION AUTHORIZING EXECUTION OF
MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT
FOR AIRPORT MAINTENANCE AND OPERATION**

WHEREAS, the City of Windom has received notification of the awarding of a grant by the Minnesota Department of Transportation for the purpose of airport maintenance and operation; and

WHEREAS, it is necessary that the City of Windom accept this grant and execute an Agreement with the Minnesota Department of Transportation concerning the terms of the grant.

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

1. That the City of Windom hereby accepts the State of Minnesota Agreement No. 94949 entitled "Grant Agreement for Airport Maintenance and Operation" for the Windom Municipal Airport.
2. The Mayor and City Administrator are hereby authorized to execute this agreement and any amendments on behalf of the City of Windom.

Adopted by the Council this 20th day of October, 2009.

Kirby G. Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

CERTIFICATION

STATE OF MINNESOTA :
COUNTY OF COTTONWOOD:

I certify that the foregoing Resolution#2009- __ is a true and correct copy of the Resolution adopted by the Windom City Council at an authorized meeting held on the 20th day of October, 2009, as shown by the minutes of the meeting in my possession.

Steve Nasby, City Administrator

Notary Public

My Commission Expires: _____



Minnesota Department of Transportation

Office of Aeronautics
Mail Stop 410
222 East Plato Boulevard
St. Paul, MN 55107-1618

Phone: 651/234-7200
Fax: 651/234-7261

October 9, 2009

Mr. Steven Nasby
City Administrator
City Hall
Post Office Box 38
Windom, MN 56101

Dear Mr. Nasby:

Subject: State Aid for Airport Maintenance and Operation
State Fiscal Years 2010 and 2011

Enclosed are three copies of the agreement for requesting state aid for eligible costs you incur for maintaining your airport from July 1 through June 30 of each year. Also included is a resolution form authorizing the execution of the Maintenance and Operation Agreement. You may use this form or send in the standard resolution form used by your Board or Council. Please return three signed copies of the agreement and resolution with original signatures to Jenny Bahneman of our office (mailing label enclosed). After the agreement has been signed and approved, a copy will be returned to you.

Beginning with State Fiscal Year 2010 (July 1, 2009), the following changes have taken effect regarding airport maintenance and operation:

- A new Credit Application form and Excel itemization forms have been developed that need to be completed when you request reimbursement. Please visit our website at <http://www.dot.state.mn.us/aero/avoffice/airportdevelopment/mo.html> for copies of the forms.
- Changes have been made to the Eligible and Ineligible Maintenance and Operation Expenses lists. These lists are enclosed and are also available at our website listed above.
- Documentation such as invoices and receipts for the items you are requesting reimbursement must be provided with your request. We will not reimburse items without documentation.
- Costs of all personnel performing maintenance-related activities are eligible for reimbursement for the time spent completing that activity.

- Due to budget constraints, we are unable to redistribute the total available maintenance dollars for expansion projects that created more airport infrastructure. The infrastructure calculation and available maintenance funding for your airport is enclosed and is the same as the last biennium.
- You will be reimbursed for 2/3 of the eligible item costs up to the amount indicated in your grant agreement. Please do not submit additional expenses once you have received 100% of your grant agreement dollar amount.

Prior to any reimbursement being made by the state, the municipality must have a zoning authority established, and such authority must have adopted or be in the process of adopting an airport zoning ordinance in accordance with Minnesota Statute. Reimbursement may be denied entirely, or in part, if the airport is not properly maintained.

It is particularly important during the winter and spring seasons, or when hazardous conditions may exist, to keep the air-traveling public informed of the status or condition of your airport. This is accomplished by filing an e-NOTAM or by notifying Flight Service at 1-877-487-6867.

Sincerely,



Peter D. Buchen, Manager
Airport Development Section

Enclosure

**Jenny Bahneman
Airport Development Assistant
Mn/DOT, Office of Aeronautics
222 East Plato Boulevard
Saint Paul, MN 55107-1618**

GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

This Agreement is by and between the state of Minnesota acting through its Commissioner of Transportation ("State"), and the City of Windom ("Municipality").

WHEREAS, the Municipality desires the financial assistance of the State for maintenance and operation of the Windom Municipal Airport; and

WHEREAS, the State is willing and authorized by Minnesota Statutes Sections 360.015 and 360.305 to provide financial assistance to the Municipality for its airport.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Municipality and the State, and will remain in effect for the State fiscal years 2010 and 2011.
2. The Municipality agrees to the limits of State cost participation based upon a formula using runway infrastructure costs. The Municipality has reviewed the runway infrastructure costs assigned to its airport as provided by the State and agrees the costs accurately reflect the infrastructure in place.
3. If paint striping of the airport is a part of this agreement as identified in the runway infrastructure costs, the State will contract for the periodic paint striping of the airport runways and taxiways. The Municipality agrees to the runway infrastructure deduct assigned as its share of airport paint striping. The Municipality agrees to cooperate with the marking operation.
4. The Municipality will keep the landing area and the area around the lights mowed. The grass will be mowed at least 7 feet beyond the lights, and at no time will the grass exceed 6 inches in height on the landing area.
5. If the airport is to remain operational during the winter months, the Municipality will keep at least one landing area, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks will be kept down so that aircraft wings will clear them, and landing strip markers and/or lights will remain visible.
6. The airport must pass periodic inspections performed by a representative of the Office of Aeronautics for compliance with the rules of the Department of Transportation and for compliance with this Agreement. If the airport is not so maintained, then no reimbursement will be made hereunder.
7. The State will reimburse the Municipality for 2/3 of the direct, actual maintenance and operation costs not reimbursed by any other source, not to exceed \$15,486.00 of State aid for each State fiscal year.
8. The Municipality will submit a breakdown of its incurred costs to the Director, Office of Aeronautics, on forms supplied by the Office of Aeronautics. In any and all events, costs must be submitted to the Director, Office of Aeronautics, on or before August 1 for each State fiscal year ending June 30. No requests received after August 1 for the preceding State fiscal year will be honored by the State. The State reserves the right to reject items that may not be eligible for reimbursement, and reimbursement may be denied entirely if the airport is not properly maintained in accordance with this Agreement.
9. The Municipality has established a zoning authority for the airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes Section 360.061 to 360.074.
10. The State may immediately terminate this agreement if the funds necessary to pay the State's share are not received from the Minnesota Legislature or other funding source. The State will provide notice of such lack of funding as soon as possible. Upon such termination, the State will pay the Municipality a pro-rata share for work performed prior to such notice, to the extent that funds are available.

State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

By: _____

Date: _____

MAPS Order No: _____

Municipality

Municipality certifies that the appropriate person(s) have executed the Agreement on behalf of the Municipality as required by applicable resolutions, charter provisions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Commissioner, Minnesota Department of Transportation

By: _____
Director, Office of Aeronautics

Date: _____

Mn/DOT Contract Management

as to form & execution

By: _____

Date: _____

RESOLUTION #2009-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION DECLARING THE COSTS TO BE ASSESSED, ORDERING THE CITY ADMINISTRATOR TO PREPARE AN ASSESSMENT ROLL, AND CALLING FOR A PUBLIC HEARING FOR THE "2009 STREET IMPROVEMENT PROJECT"

WHEREAS, costs have been determined for the improvement and said total is the sum of \$1,447,767.55; and

WHEREAS, it is necessary to access the benefited property for all or a portion of the costs of these improvements pursuant to Minnesota Statutes, Chapter 429.

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

1. The costs of such improvement to be specially assessed are hereby declared to be a maximum of \$466,672.50.
2. The City Administrator shall calculate the proper amounts to be assessed for such improvement and shall file a copy of such proposed assessments at City Hall for public inspection.
3. Such assessments shall be payable in equal annual installments extending over a period of fifteen (15) years at an interest rate of five and one half percent (5.5%) per annum.
4. A public hearing shall be held before the City Council at the City Hall in Windom, Minnesota, on the 1st day of December, 2009, at 7:00 p.m. during the regular City Council meeting to consider and vote upon such proposed assessments. At such time and place, all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessments.
5. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessments to be published once in the official newspaper at least two weeks prior to the hearing. The notice shall state the total cost of the improvement.
6. The City Administrator shall also cause notice of said hearing to be mailed to the owner(s) of each parcel, described in the assessment roll, not less than two (2) weeks prior to the hearing. The notice mailed to the owner(s) of each parcel shall specify the amount of the proposed assessment for that particular parcel.

Adopted by the Council this 20th day of October, 2009.

Kirby G. Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	LEAGUE OF MN CITIES	DUES	2,401.00
	Total for Department 101		2,401.00*
CITY OFFICE	ELECTRIC FUND	UTILITY BILLING	162.91
CITY OFFICE	LEAGUE OF MN. CITIES	REGISTRATIOIN	40.00
CITY OFFICE	MII LIFE	VEBA	198.40
CITY OFFICE	STEVE NASBY	EXPENSE	173.28
	Total for Department 103		574.59*
P & Z / BUILDING OFF	COTTONWOOD CTY RECOR	SERVICE	46.00
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY BILLING	66.12
P & Z / BUILDING OFF	MII LIFE	VEBA	148.80
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	43.26
	Total for Department 106		304.18*
CITY HALL	ELECTRIC FUND	UTILITY BILLING	528.51
CITY HALL	SANDRA HERDER	CLEANING	339.38
CITY HALL	MELISSA PENAS	CLEANING	339.38
	Total for Department 115		1,207.27*
POLICE	ELECTRIC FUND	UTILITY BILLING	75.20
POLICE	MII LIFE	VEBA	1,213.28
POLICE	VOYAGER FLEET SERVIC	GAS	49.05
	Total for Department 120		1,337.53*
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY BILLING	26.31
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	92.19
FIRE DEPARTMENT	NEPM	SUPPLIES	217.50
	Total for Department 125		336.00*
STREET	ELECTRIC FUND	UTILITY BILLING	2,654.01
STREET	MII LIFE	VEBA	755.44
STREET	VET'S WHOA N'GO	GAS	317.84
STREET	VOYAGER FLEET SERVIC	GAS	127.75
	Total for Department 140		3,855.04*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
	Total for Department 145		128.00*
RECREATION	TROPICAL PARADISE	T-SHIRTS	662.50
	Total for Department 150		662.50*
PARKS	ELECTRIC FUND	UTILITY BILLING	1,564.10
PARKS	MII LIFE	VEBA	185.68
	Total for Department 165		1,749.78*
	Total for Fund 01		12,555.89*
LIBRARY	ELECTRIC FUND	UTILITY BILLING	423.12
LIBRARY	SANDRA HERDER	CLEANING	339.37
LIBRARY	MELISSA PENAS	CLEANING	339.37

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 171	1,101.86*
		Total for Fund 03	1,101.86*
AIRPORT	RED ROCK RURAL WATER	WATER	25.95
AIRPORT	SO. CENTRAL ELECTRIC	POWER COST	170.63
		Total for Department 174	196.58*
		Total for Fund 11	196.58*
POOL	ELECTRIC FUND	UTILITY BILLING	413.19
		Total for Department 175	413.19*
		Total for Fund 12	413.19*
AMBULANCE	KATE AXFORD	EXPENSE	52.64
AMBULANCE	ELECTRIC FUND	UTILITY BILLING	23.26
AMBULANCE	KRIS JANSSEN	MEMSA CONFERENCE	140.00
AMBULANCE	ROBIN PAPLOW	EXPENSES	140.00
AMBULANCE	ALLAN REMPEL	EXPENSE	53.85
AMBULANCE	VET'S WHOA N'GO	GAS	1,224.35
		Total for Department 176	1,634.10*
		Total for Fund 13	1,634.10*
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY BILLING	1,746.25
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	284.88
MULTI-PURPOSE BUILDI	RIVER BEND LIQUOR	MERCHANDISE	101.97
MULTI-PURPOSE BUILDI	VOYAGER FLBET	SERVIC GAS	62.10
		Total for Department 177	2,195.20*
		Total for Fund 14	2,195.20*
N IND PARK	SO. CENTRAL ELECTRIC	POWER COST	31.02
		Total for Department 147	31.02*
		Total for Fund 18	31.02*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	4,606.45
LIQUOR	ELECTRIC FUND	UTILITY BILLING	314.08
LIQUOR	ELECTRIC FUND	UTILITY BILLING	43.95
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,249.59
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	737.20
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	620.71
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	41.75
LIQUOR	JOHNSON BROS.	MERCHANDISE	3,603.41
LIQUOR	MII LIFE	VEBA	371.36
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	3,266.51
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	34.00
		Total for Department 180	15,889.01*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 60			15,889.01*
WATER	ELECTRIC FUND	UTILITY BILLING	4,494.32
WATER	GOPHER STATE ONE CAL	LOCATES	13.07
WATER	H P SUDS	BILLING CONTRACT SERVICE	151.09
WATER	MIDWEST DATA, INC	SPECIAL SERVICES	9.57
WATER	MIDWEST DATA, INC	UTILITY BILL - SERVICES	772.53
WATER	MII LIFE	VEBA	560.22
WATER	VOYAGER FLEET SERVIC	GAS	188.47
WATER	WENCK ASSOCIATES, IN	LANDFILL	1,868.46
Total for Department 181			8,057.73*
Total for Fund 61			8,057.73*
	VIVIAN DOWNS	REFUND - UTILITY PREPAYM	125.00
	GERTRUDE GRUNIG	REFUND - AUTO PAY IN ERR	3.65
	ANDY HARRIES	REFUND - UTILITY PREPAYM	125.00
	ROBERT HITTESDORF	REFUND - UTILITY PREPAYM	125.00
	WADE LANGLEY	REFUND - UTILITY PREPAYM	125.00
	ROBERT MCKERNAN	REFUND - UTILITY PREPAYM	125.00
	WILLIAM MEEK	REFUND - UTILITY PREPAYM	125.00
	STEVE MEKOSCH	REFUND - UTILITY PREPAYME	125.00
Total for Department			878.65*
ELECTRIC	ELECTRIC FUND	UTILITY BILLING	273.56
ELECTRIC	GOPHER STATE ONE CAL	LOCATES	13.07
ELECTRIC	MARV GRUNIG	EXPENSE	71.50
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	151.10
ELECTRIC	MIDWEST DATA, INC	SPECIAL SERVICES	9.57
ELECTRIC	MIDWEST DATA, INC	UTILITY BILL - SERVICES	1,593.37
ELECTRIC	MII LIFE	VEBA	1,049.86
ELECTRIC	STEVE NASBY	EXPENSE	71.77
ELECTRIC	BRIGITTE OLSON	EXPENSE	72.05
ELECTRIC	VOYAGER FLEET SERVIC	GAS	173.04
ELECTRIC	BANK MIDWEST	NSF CHECK	215.00
ELECTRIC	BOY SCOUTS	SERVICE	500.00
ELECTRIC	GIRL SCOUTS	SERVICE	500.00
ELECTRIC	GERTRUDE GRUNIG	REFUND - AUTO PAY IN ERR	53.12
Total for Department 182			4,747.01*
Total for Fund 62			5,625.66*
SEWER	WDR - DEPUTY REGISTR	LICENSE TABS	28.50
SEWER	ELECTRIC FUND	UTILITY BILLING	10,552.37
SEWER	GOPHER STATE ONE CAL	LOCATES	13.07
SEWER	H P SUDS	BILLING CONTRACT SERVICE	151.10
SEWER	MIDWEST DATA, INC	SPECIAL SERVICES	9.57
SEWER	MIDWEST DATA, INC	UTILITY BILL - SERVICES	772.53
SEWER	MII LIFE	VEBA	931.58
SEWER	RON'S ELECTRIC	MAINTENANCE	20,980.55

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	SUNSHINE FILTERS OF	MAINTENANCE	519.74
SEWER	VOYAGER FLEET SERVIC	GAS	65.08
	Total for Department 183		34,024.09*
	Total for Fund 63		34,024.09*
ARENA	ELECTRIC FUND	UTILITY BILLING	2,024.65
ARENA	MII LIFE	VEBA	371.36
ARENA	VET'S WHOA N'GO	GAS	62.95
ARENA	VOYAGER FLEET SERVIC	GAS	107.33
	Total for Department 184		2,566.29*
	Total for Fund 64		2,566.29*
	BANK MIDWEST	LOAN PAYMENT	1,239.92
	Total for Department		1,239.92*
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY BILLING	130.29
ECONOMIC DEVELOPMENT	GEOTEK ENGINEERING &	SERVICE	2,200.00
ECONOMIC DEVELOPMENT	INSTY-PRINTS	SERVICE	639.54
ECONOMIC DEVELOPMENT	LANGEMEIER ARCHITECT	SERVICE	9,875.00
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	235.28
ECONOMIC DEVELOPMENT	BANK MIDWEST	LOAN PAYMENT	2,760.08
ECONOMIC DEVELOPMENT	MN COMMERCIAL REAL E	SUBSCRIPTION	15.80
	Total for Department 187		15,855.99*
	Total for Fund 67		17,095.91*
	MN 9-1-1 PROGRAM	911 SERVICE	995.55
	Total for Department		995.55*
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	6.76
TELECOMMUNICATIONS	BIG TEN NETWORK	SUBSCRIBER	1,579.36
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	6.50
TELECOMMUNICATIONS	DHJV COMPANY LLC	SUBSCRIBER	8.07
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	44.50
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY BILLING	1,563.09
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	5,074.30
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATES	39.19
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	453.27
TELECOMMUNICATIONS	KARE	SUBSCRIBER	397.80
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	659.00
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	MIDWEST DATA, INC	SPECIAL SERVICES	137.93
TELECOMMUNICATIONS	MIDWEST DATA, INC	UTILITY BILL - SERVICES	1,689.90
TELECOMMUNICATIONS	MII LIFE	VEBA	665.78
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	20,503.76
TELECOMMUNICATIONS	VET'S WHOA N'GO	GAS	70.86
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	65.49
	Total for Department 199		32,995.56*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

		Total for Fund 69	33,991.11*
		Grand Total	135,377.64*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	STEVE NASBY	EXPENSE	75.35
		Total for Department 103	75.35*
P & Z / BUILDING OFF	MN DEPT OF LABOR & I	BLDG PERMIT SURCHARGE	343.70
		Total for Department 106	343.70*
STREET	ERICKSON OIL CO	GAS	195.51
STREET	GEMPLER'S	SUPPLIES	193.95
STREET	MIDWEST WIRELESS	TELEPHONE	104.68
		Total for Department 140	494.14*
PARKS	ERICKSON OIL CO	GAS	69.51
		Total for Department 165	69.51*
		Total for Fund 01	982.70*
	M R PAVING & EXCAVAT CONTR	SYKORA ADDITION	8,137.07
		Total for Department	8,137.07*
		Total for Fund 02	8,137.07*
LIBRARY	WALL STREET JOURNAL	SUBSCRIPTION	476.48
		Total for Department 171	476.48*
		Total for Fund 03	476.48*
	HJERPE CONTRACTING I	STREET PROJECT	123,435.24
		Total for Department	123,435.24*
		Total for Fund 09	123,435.24*
	WENCK ASSOCIATES, IN	AIRPORT PROJECT 2009	25,268.83
	WICKS CONSTRUCTION	09 AIRPORT IMPROVEMENT	240,033.04
		Total for Department	265,301.87*
		Total for Fund 11	265,301.87*
AMBULANCE	JAY GRANDPREY	FUEL	79.70
AMBULANCE	MIDWEST WIRELESS	TELEPHONE	93.54
		Total for Department 176	173.24*
		Total for Fund 13	173.24*
MULTI-PURPOSE BUILDI	MIDWEST WIRELESS	TELEPHONE	13.90
		Total for Department 177	13.90*
		Total for Fund 14	13.90*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	2,403.85
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	267.95
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	1,968.30

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	2,138.40
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	680.83
LIQUOR	JOHNSON BROS.	MERCHANDISE	3,961.50
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	2,154.74
LIQUOR	BANK MIDWEST	NSF CHECK	20.45
LIQUOR	WINE MERCHANTS	MERCHANDISE	338.25
	Total for Department 180		13,934.27*
	Total for Fund 60		13,934.27*
WATER	H P SUDS	BILLING CONTRACT SERVICE	146.25
WATER	MIDWEST WIRELESS	TELEPHONE	45.49
WATER	MN DEPT OF HEALTH	WA SUR CHARGE	3,228.00
WATER	WORTHINGTON DAILY GL	ADVERTISING	76.57
	Total for Department 181		3,496.31*
	Total for Fund 61		3,496.31*
	MELISSA BOCKELMAN	REFUND - STATEMENT CREDI	1.12
	Total for Department		1.12*
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	146.25
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	MELISSA BOCKELMAN	REFUND - STATEMENT CREDI	16.41
	Total for Department 182		347.26*
	Total for Fund 62		348.38*
SEWER	H P SUDS	BILLING CONTRACT SERVICE	146.25
SEWER	MIDWEST WIRELESS	TELEPHONE	45.48
SEWER	WORTHINGTON DAILY GL	ADVERTISING	76.58
	Total for Department 183		268.31*
	Total for Fund 63		268.31*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	247.50
	Total for Department 187		247.50*
	Total for Fund 67		247.50*
RIVERBLUFF ESTATES	UNITED PRAIRIE BANK	LOAN PAYMNET	620.79
	Total for Department 166		620.79*
	Total for Fund 68		620.79*
	AMBER STEECE	REFUND - STATEMENT CREDI	3.10
	Total for Department		3.10*
TELECOMMUNICATIONS	ELITE MECHANICAL SYS	MAINTENANCE	3,414.93
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	438.75

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	AMBER STEECE	REFUND - STATEMENT CREDI	45.19
		Total for Department 199	3,898.87*
		Total for Fund 69	3,901.97*
	MINNESOTA REVENUE	WAGE LEVY	267.00
		Total for Department	267.00*
		Total for Fund 70	267.00*
		Grand Total	421,605.03*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	482.70
MAYOR & COUNCIL	GODFATHER'S PIZZA	EXPENSE	28.85
MAYOR & COUNCIL	MCDONALD & SCHRAMEL	LEGAL FEES	1,396.50
MAYOR & COUNCIL	SECR REV FUND/CITY O	EXPENSE	3.00
	Total for Department 101		1,911.05*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.37
CITY OFFICE	DAN'S OFFICE SUPPLY	SUPPLIES	87.23
CITY OFFICE	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	92.21
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
CITY OFFICE	MN MUNICIPAL UTILITI	SAFETY COMP	693.96
	Total for Department 103		886.27*
P & Z / BUILDING OFF	DAN'S OFFICE SUPPLY	SUPPLIES	34.98
P & Z / BUILDING OFF	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	82.83
P & Z / BUILDING OFF	DAY-TIMERS, INC.	SUPPLIES	21.88
P & Z / BUILDING OFF	MCDONALD & SCHRAMEL	LEGAL FEES	21.00
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
P & Z / BUILDING OFF	MN MUNICIPAL UTILITI	SAFETY COMP	520.47
P & Z / BUILDING OFF	PRO VANTAGE	SUPPLIES	119.37
	Total for Department 106		807.03*
CITY HALL	AMERIGAS - WORTHINGT	WATER TREATMENT	23.46
CITY HALL	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
CITY HALL	CULLIGAN	SERVICE	12.50
CITY HALL	WASTE MANAGEMENT OF	HAUL GARBAGE	89.51
CITY HALL	MN DEPT OF LABOR & I	LICENSE	10.00
	Total for Department 115		147.47*
POLICE	CITIZEN PUBLISHING C	ADVERTISING	291.00
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,550.00
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	87.95
POLICE	MCDONALD & SCHRAMEL	LEGAL FEES	2,551.50
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	SECR REV FUND/CITY O	EXPENSE	5.00
POLICE	SECR REV FUND/CITY O	POSTAGE	89.90
POLICE	FLEET SERVICES DIVIS	LEASE CAR	2,482.80
POLICE	UNICEL	TELEPHONE	286.50
POLICE	WINDOM FIRE SAFETY	MAINTENANCE	20.00
POLICE	ANIMAL CARE EQUIP &	SUPPLIES	204.60
	Total for Department 120		7,866.75*
FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	338.40
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
FIRE DEPARTMENT	WINDOM AREA HOSPITAL	TESTING	74.82
FIRE DEPARTMENT	CARQUEST AUTO PARTS	MAINTENANCE	29.31
FIRE DEPARTMENT	RIVERLAND COMMUNITY	TRAINING	50.00
	Total for Department 125		711.53*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
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	117.58
	Total for Department 135		117.58*
STREET	BLACKBURN MFG. CO.	MAINTENANCE	156.60
STREET	CITIZEN PUBLISHING C	ADVERTISING	61.50
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	WASTE MANAGEMENT OF	HAUL GARBAGE	137.77
STREET	FASTENAL	SUPPLIES	101.31
STREET	GCC ALLIANCE CONCRET	MAINTENANCE	221.77
STREET	HANCOR	MAINTENANCE	287.16
STREET	WINDOM AUTO VALU	MAINTENANCE	113.10
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	12.44
STREET	MCDONALD & SCHRAMEL	LEGAL FEES	703.50
STREET	MCLAUGHLIN & SCHULZ,	MAINTENANCE	6,333.21
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
STREET	MN DEPT OF LABOR & I	LICENSE	10.00
STREET	MN MUNICIPAL UTILITI	SAFETY COMP	2,081.88
STREET	M-R SIGNS CO., INC	MAINTENANCE	277.80
STREET	PRO CELLULAR	PHONE & EQUIPMENT	96.15
STREET	SANFORD LABORATORIES	TESTING	34.18
STREET	VALLEY ASPHALT PRODU	MAINTENANCE	604.75
STREET	WINDOM AREA HOSPITAL	TESTING	37.41
STREET	COUNTRY PRIDE SERVIC	DISCOUNT FOR FUEL PER CO	-142.08
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	5,899.50
STREET	WINDOM FIRE SAFETY	MAINTENANCE	20.00
	Total for Department 140		17,179.45*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
RECREATION	PIONEER ATHLETICS	SHIRTS	232.99
	Total for Department 150		239.33*
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	WASTE MANAGEMENT OF	HAUL GARBAGE	144.58
PARKS	WINDOM AUTO VALU	MAINTENANCE	13.16
PARKS	MN MUNICIPAL UTILITI	SAFETY COMP	346.98
	Total for Department 165		542.22*
	Total for Fund 01		30,621.18*
LIBRARY	BBC AUDIO	SUBSCRIPTION	112.26
LIBRARY	CENTER POINT LARGE P	BOOKS	41.34
LIBRARY	CITIZEN PUBLISHING C	ADVERTISING	129.00
LIBRARY	COTTONWOOD COUNTY SO	RECYCLING PICK UP	18.00
LIBRARY	CUISINE AT HOME	SUBSCRIPTION	24.00
LIBRARY	GALE	BOOKS	341.07
LIBRARY	INGRAM	BOOKS	2,149.93

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	J & K WINDOWS	CLEANING	15.00
LIBRARY	LADIES HOME JOURNAL	SUBSCRIPTION	16.97
LIBRARY	MAYO CLINIC HEALTH L	SUBSCRIPTION	29.55
LIBRARY	MICROMARKETING	BOOKS & AUDIO	547.98
LIBRARY	MIDWEST TAPE	VIDEO	12.99
LIBRARY	MN DEPT OF LABOR & I	LICENSE	10.00
LIBRARY	RECORDED BOOKS, LLC	SUBSCRIPTION	103.60
LIBRARY	READERS SERVICE	BOOK	60.98
LIBRARY	SOUTHERN LIVING	SUBSCRIPTION	35.46
LIBRARY	TASTE OF HOME	SUBSCRIPTION	29.98
LIBRARY	VANITY FAIR	SUBSCRIPTION	29.95
LIBRARY	DISNEY MOVIE CLUB	MOVIES	77.31
	Total for Department 171		3,785.37*
	Total for Fund 03		3,785.37*
	MTI DISTRIBUTING, IN MAINTENANCE		3,747.33
	MCDONOUGH TRUCK LINE SHIPPING FOR GROOMER		67.56
	Total for Department		3,814.89*
	Total for Fund 04		3,814.89*
	COTTONWOOD CO HWY DE 09 STREET PROJECT		4,944.00
	Total for Department		4,944.00*
	Total for Fund 09		4,944.00*
	BORDER STATES ELECTR INVENTORY		318.23
	DAKOTA SUPPLY GROUP MAINTENANCE		1,320.98
	J. H. LARSON SUPPLIES/MAINTENANCE		113.49
	Total for Department		1,752.70*
	Total for Fund 11		1,752.70*
POOL	A & B BUSINESS EQUIP MAINTENANCE CONTRACT		6.34
POOL	MN DEPT OF LABOR & I LICENSE		10.00
	Total for Department 175		16.34*
	Total for Fund 12		16.34*
AMBULANCE	COTTONWOOD CO TREASU DISPATCHING		200.00
AMBULANCE	HIGLEY FORD SALES MAINTENANCE		23.17
AMBULANCE	KDOM RADIO	ADVERTISING	242.00
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
AMBULANCE	OVERHEAD DOOR COMPAN MAINTENANCE		112.75
AMBULANCE	PRAXAIR DISTRIBUTION SERVICE		271.64
AMBULANCE	WINDOM AREA HOSPITAL SERVICE		950.32
	Total for Department 176		1,806.38*
	Total for Fund 13		1,806.38*

CITY OF WINDOM
PM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

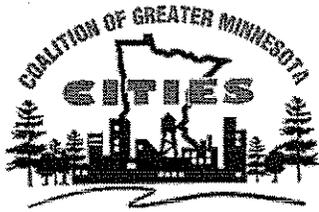
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
MULTI-PURPOSE BUILDI	DAN'S OFFICE SUPPLY	SUPPLIES	10.67
MULTI-PURPOSE BUILDI	SUNSHINE FOODS	SUPPLIES	30.00
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	151.40
MULTI-PURPOSE BUILDI	MN MUNICIPAL UTILITI	SAFETY COMP	867.45
MULTI-PURPOSE BUILDI	TOWN 'N COUNTRY	MAINTENANCE	556.80
	Total for Department 177		1,622.66*
	Total for Fund 14		1,622.66*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.54
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	138.40
LIQUOR	CULLIGAN	SERVICE	8.35
LIQUOR	WASTE MANAGEMENT OF	HAUL GARBAGE	50.60
LIQUOR	WINDOM AUTO VALU	MAINTENANCE	43.68
LIQUOR	MN MUNICIPAL UTILITI	SAFETY COMP	693.96
LIQUOR	S&K LINES	FREIGHT	686.65
	Total for Department 180		1,667.52*
	Total for Fund 60		1,667.52*
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00
WATER	CRYSTEEL TRUCK EQUIP	MAINTENANCE	181.95
WATER	HAWKINS, INC	CHEMICALS	2,490.44
WATER	LUCAN COMMUNITY TV I	MAINTENANCE	301.27
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
WATER	MN MUNICIPAL UTILITI	SAFETY COMP	867.45
WATER	MN VALLEY TESTING	TESTING	81.25
WATER	THE SEED CENTER	GRASS SEED	106.25
WATER	TOOLS PLUS IND	MAINTENANCE	157.47
WATER	WINDOM FIRE SAFETY	MAINTENANCE	20.00
WATER	CARQUEST AUTO PARTS	MAINTENANCE	17.31
WATER	BKC CONSTRUCTION INC	MAINTENANCE	1,065.00
	Total for Department 181		5,401.23*
	Total for Fund 61		5,401.23*
	BORDER STATES ELECTR	INVENTORY	2,589.15
	DIRECT ELECTRIC SUPP	MAINTENANCE	43.16
	J. H. LARSON	SUPPLIES/MAINTENANCE	471.82
	RESCO	INVENTORY	662.63
	SECR REV FUND/CITY O	REFUND - UTILITY PREPAYM	500.00
	Total for Department		4,266.76*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
ELECTRIC	BORDER STATES ELECTR	INVENTORY	26.69
ELECTRIC	CITIZEN PUBLISHING C	ADVERTISING	196.80
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	WASTE MANAGEMENT OF	HAUL GARBAGE	89.21
ELECTRIC	DIRECT ELECTRIC SUPP	MAINTENANCE	9.26
ELECTRIC	WINDOM AUTO VALU	MAINTENANCE	159.39
ELECTRIC	KDOM RADIO	ADVERTISING	231.00
ELECTRIC	J. H. LARSON	SUPPLIES/MAINTENANCE	150.11
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
ELECTRIC	MESSER MACHINE & MFG	MAINTENANCE	38.00
ELECTRIC	MN MUNICIPAL UTILITI	ANNUAL DUES	1,102.50
ELECTRIC	MN MUNICIPAL UTILITI	CONNECTOR LAYOUT	250.00
ELECTRIC	MN MUNICIPAL UTILITI	JOB TRAINING SAFETY	2,200.00
ELECTRIC	MN MUNICIPAL UTILITI	SAFETY COMP	3,470.22
ELECTRIC	SECR REV FUND/CITY O	EXPENSE	3.00
ELECTRIC	SKARSHAUG TESTING LA	SUPPLIES	146.78
ELECTRIC	SO. CENTRAL ELECTRIC	FIND FAULT	267.30
ELECTRIC	WERNER ELECTRIC	MAINTENANCE	101.68
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	10.65
ELECTRIC	BANK MIDWEST	NSF CHECK	179.16
ELECTRIC	ASPLUNDH TREE EXPERT	MAINTENANCE	3,300.00
ELECTRIC	CITY OF LAKEFIELD	RENT OF DIGGER DERRICK	250.00
	Total for Department 182		13,582.09*
	Total for Fund 62		17,848.85*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	84.47
SEWER	AMUNDSON DIG	MAINTENANCE	639.00
SEWER	COTTONWOOD CO TREASU	DISPATCHING	100.00
SEWER	WASTE MANAGEMENT OF	HAUL GARBAGE	89.51
SEWER	HAWKINS, INC	CHEMICALS	823.13
SEWER	LUCAN COMMUNITY TV I	MAINTENANCE	301.27
SEWER	MCDONALD & SCHRAMEL	LEGAL FEES	31.50
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
SEWER	MN DEPT OF LABOR & I	LICENSE	10.00
SEWER	MN MUNICIPAL UTILITI	SAFETY COMP	1,561.41
SEWER	MN VALLEY TESTING	TESTING	2,877.40
SEWER	NORTH SHORE ANALYTIC	TESTING	125.00
SEWER	PAMIDA	SUPPLIES	42.74
SEWER	SECR REV FUND/CITY O	POSTAGE	1.56
SEWER	MT LAKE MUNICIPAL UT	TELEWISE SANITARY SEWER	1,549.75
	Total for Department 183		8,243.24*
	Total for Fund 63		8,243.24*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	6.34
ARENA	AMERIPRIDE LINEN CO	SERVICE	67.89
ARENA	COTTONWOOD-SLAYTON V	VETERINARY SERVICE	165.00
ARENA	WASTE MANAGEMENT OF	HAUL GARBAGE	137.77
ARENA	JANITOR'S CLOSET, LT	SUPPLIES	278.72
ARENA	KDOM RADIO	ADVERTISING	74.00
ARENA	MN MUNICIPAL UTILITI	SAFETY COMP	867.45

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	R & R SPECIALTIES	MAINTENANCE	1,604.13
ARENA	COUNTRY PRIDE SERVIC	MAINTENANCE	191.55
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	4.78
ARENA	WINDOM PAINTING	MAINTENANCE	316.33
	Total for Department 184		3,713.96*
	Total for Fund 64		3,713.96*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	452.90
ECONOMIC DEVELOPMENT	DAN'S OFFICE SUPPLY	SUPPLIES	74.50
ECONOMIC DEVELOPMENT	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	82.83
ECONOMIC DEVELOPMENT	DAY-TIMERS, INC.	SUPPLIES	21.88
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	84.00
ECONOMIC DEVELOPMENT	MN MUNICIPAL UTILITI	SAFETY COMP	693.87
ECONOMIC DEVELOPMENT	REED BUSINESS INFORM	AD	277.98
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	EXPENSE	4.00
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	POSTAGE	4.95
ECONOMIC DEVELOPMENT	PRO VANTAGE	SUPPLIES	119.36
ECONOMIC DEVELOPMENT	BUILDING SPRINKLER I	MAINTENANCE	235.00
	Total for Department 187		2,051.27*
	Total for Fund 67		2,051.27*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	19.02
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	1,542.57
TELECOMMUNICATIONS	MN MUNICIPAL UTILITI	SAFETY COMP	1,734.90
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	35.00
TELECOMMUNICATIONS	ODDSON UNDERGROUND	BORING	350.00
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	216.46
TELECOMMUNICATIONS	WINDOM AREA HOSPITAL	TESTING	112.23
TELECOMMUNICATIONS	WINDOM QUICK PRINT	CONNECTION	1,964.10
	Total for Department 199		5,974.28*
	Total for Fund 69		5,974.28*
	COLONIAL LIFE INSURA	INSURANCE	22.05
	Total for Department		22.05*
	Total for Fund 70		22.05*
	Grand Total		93,285.92*



Coalition of Greater Minnesota Cities CGMC in Brief

October 8, 2009

Contact: Tim Flaherty
651-225-8840

LGA Unallotments: Sorting through the misinformation

As city officials prepare their 2010 budgets, it's important to be armed with accurate information regarding the 2009 and 2010 LGA unallotments. It has been reported numerous times that cities are simply being asked to take a "3.3% cut" and should be able to absorb such a small nick in their budgets.

Cities have been tightening their belts for the last six years since the deep LGA cuts of 2003 and will always look for ways to economize, become more efficient, and protect their residents. However, cities are being asked to take much more than a "3.3% cut" this time around and it's time to set the record straight.

As shown in the table below, cities took a 4.08% hit to their levy plus aid as part of the December 2008 unallotment. Because this cut occurred so late in the 2008 budget year, most cities accounted for the reduction in their 2009 budgets. At the end of the 2009 legislative session, cities were again unallotted by the more publicized 3.3% figure. This means that for many cities, the total impact of state unallotment actions has felt like roughly a 7% cut in 2009. On top of this, cities face another 7.64% unallotment for 2010. **This is the cut that city officials are currently taking into account as they plan their 2010 budgets.**

**REALITY: 3.31% cut in
2009; 7.64% cut in 2010**

Unallotment Summary	Total Cut	% of LGA	% of Levy + Aid
2008 Unallotment	\$53,509,805	11%	4.08%
2009 Unallotment	\$44,619,614	8%	3.31%
2010 Unallotment	\$112,913,977	21%	7.64%
3-Year Total	\$211,043,396	13.6%	

In particular, CGMC has been vocal in its opposition to the above cuts to LGA because they are not only disproportionately high compared to other state programs (an across-the-board cut for all state programs would have been 7% for the biennium), but also because they aggravate the fiscal disparities between cities. Because a city's cut first came out of its LGA, many CGMC cities received the maximum cut of \$55 per capita, while many higher property wealth communities who don't receive LGA were cut by roughly \$7 – \$10 per capita. This means that the burden of solving the state's budget deficit has been disproportionately shifted down to cities, and greater Minnesota cities in particular are shouldering the weight. CGMC thinks this is wrong and will continue to fight for fairer funding on behalf of our members.



Gubernatorial candidate scheduled to meet with CGMC board

CGMC continues to schedule meetings with gubernatorial candidates to inform them of our positions on important issues. At the September 24 Board of Directors meeting, members met with Rep. Marty Seifert (R-Marshall), who recently emerged as the top vote-getter in a Republican Party straw poll. At the upcoming October 29 Board of Directors' meeting, we will be meeting with the following candidates:

12:30 to 1:30pm **Speaker of the House Margaret Anderson Kelliher** (DFL-Minneapolis)

1:30 to 2:30pm **Rep. Tom Emmer** (R-Delano)

2:30 to 3:30pm **Sen. Tom Bakk** (DFL-Cook)

Rep. Emmer came in second behind Rep. Seifert in the Republican Party straw poll, and the other two are top-tier DFL candidates. It is important that we have a good turnout to meet with these candidates, so please attend if you can.

If you are able to attend, please RSVP to Colleen Millard at cfmillard@flaherty-hood.com. We also ask that you arrive by noon and let Colleen know if you would like a box lunch for \$10.

Share your Business Development Public Infrastructure Grant success stories!

As many of you are aware, CGMC helped establish the Greater Minnesota Business Development Public Infrastructure grant program in 2002. This grant program provides financial assistance to local units of government to assist in funding public infrastructure vital for business expansion. Since its inception, the state has awarded nearly \$32 million in grants to greater Minnesota cities, which has helped encourage business development, retain jobs, and build our communities.

Despite this program's overwhelming success, DEED has proposed to dilute its effectiveness by making the grant available to the metro area. CGMC intends to respond aggressively to the DEED proposal, **but we need your help in the process.**

If your community has received a grant from the state through the BDPI program and utilized this grant to grow jobs and enhance economic development in your community, **WE WANT TO KNOW!** *How was the grant used? How many jobs did it help create? What has been the return on investment in your community?*

Help us ensure one of the state's most successful economic development programs remains strong and effective for greater Minnesota cities. Please email your "success stories" to J.D. Burton at jdburton@flaherty-hood.com.



**LGA issue ad
available for your
local cable channel**

If your city has a local cable access channel and would like to run CGMC's LGA ad, please contact Erin Flaherty at enflaherty@flaherty-hood.com. You can view an online version of the ad at www.ThankLGA.org.

**SAVE THE DATE:
CGMC Fall
Conference**

CGMC's annual fall conference is just around the corner! Mark your calendars to join us in this year's host city, Alexandria:

- The full membership will meet **November 19 – 20**.
- The Board of directors will convene a day earlier on **November 18**.

As usual, we will be setting our policy positions during the fall conference and discussing our expectations for the next legislative session, so please make every effort to attend. **Registration materials will be emailed to members tomorrow, Friday, October 9.**

**CGMC committees
to meet**

The CGMC committees will hold their first meetings throughout the upcoming weeks to discuss policy positions. Details are provided below if you are not on a committee but would like to attend a meeting.

Annexation & Land Use: October 22 at 10:00 a.m. via conference call. Contact Bradley Peterson at bmpeterson@flaherty-hood.com for call-in details.

Economic Development: TBD

Energy & Environment: October 19 at 10:00 a.m. via conference call. Contact Elizabeth Wefel at ewefel@flaherty-hood.com for call-in details.

Property Tax/LGA: October 29 from 10:00 a.m. – 12:00 p.m. in person at Flaherty & Hood offices in St. Paul and via conference call. Contact Steve Peterson at smpeterson@flaherty-hood.com for call-in details.

Transportation: TBD





CITIES BULLETIN

ONLINE EDITION

Cities Matter—Pass it on!

Issue 30

Published: October 7, 2009

By Don Reeder

Cities Matter is a new public information campaign created by the League of Minnesota Cities (LMC) to raise citizen awareness about the value of city services. Now your city can help spread the word!

Get involved!

Here are a few ways member cities can help:

- Place a Cities Matter banner ad on your website.
- Link the Cities Matter page to your website.
- Promote the Cities Matter message, website, and activities in your city communications.
- Stay connected to the Cities Matter website, Facebook fan page, and Twitter feed to see how Cities Matter is growing, changing, and shaping the opinions of Minnesota residents.

Details

Members are encouraged to visit the LMC website, where you can copy a banner ad with an embedded link to the Cities Matter website and paste it on your own city's website. For your convenience, the League has created three different banner sizes so that you may choose the size that best accommodates your city's web site. Or you can simply post a link to the Cities Matter website (www.citiesmatter.org) on your website.

You can also become a fan of Cities Matter on Facebook, and follow Cities Matter on Twitter.

About Cities Matter

The Cities Matter campaign is focused on showing the value and benefits Minnesota's cities add to quality of life. We want to let residents know what city services their taxes pay for, help kids understand what cities do, and connect city residents with opportunities to get involved in making their city a better place to live, work, and play.

For more information, contact **Don Reeder**, LMC, at dreeder@lmc.org or (651) 215-4031.

LMC Board
of Directors

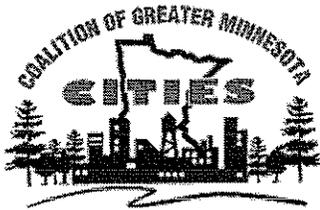
Editor:
Claudia Hoffacker

Designer:
Jason Little

Executive Director:
Jim Miller

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145 University Ave. West, St. Paul, MN 55103
Phone: 651-281-1200 | Toll Free: 1-800-925-1122
Fax: 651-281-1299 | TDD: 651-281-1290

Return to Home



Coalition of Greater Minnesota Cities
CGMC in Brief

October 1, 2009

Contact: Tim Flaherty
651-225-8840

**CGMC launches
LGA issue ad,
secures the media's
attention**

Last week, CGMC turned its attention to the 2010 governor's race by launching an online LGA issue ad. The ad encourages the public to ask candidates where they stand on LGA and shows how LGA cuts have affected communities and homeowners. The ad can be viewed at www.ThankLGA.org. Attached is the related press packet for the ad launch.

Our ad launch was very successful in netting positive newspaper articles in the metro and around the state, and caught the attention of various bloggers and online news media. Our efforts also prompted several supportive editorials, including the attached editorial from the Mankato Free Press. Because of this widespread news coverage, it is possible that you may be asked questions about our LGA media efforts by local press. We've prepared the attached "Q and A" to help you with your response.

CGMC wants to thank all of the mayors and city officials who attended our press conferences at the Capitol and in cities on statewide press tour. In particular, we'd like to thank Mayor John Brady in Mankato, Mayor Richard Lehman in Bemidji, and Mayor Don Ness in Duluth for hosting press conferences. Wadena Mayor Wayne Wolden and Park Rapids Mayor Nancy Carroll were also gracious enough to travel around the state to help lead these press conferences. In the coming weeks, we plan to hold additional press conferences related to our issue ad.

**CGMC Board meets
with gubernatorial
candidate**

At last week's CGMC Board of Directors meeting, members met with Rep. Marty Seifert (R-Marshall), who is running for governor, to discuss his views on LGA, economic development, and land use. Members had an engaging conversation with Rep. Seifert, and plan to hold similar meetings with other candidates in the upcoming months.

**House Jobs Task
Force meets in St.
Paul; Greater MN
underrepresented**

Last Friday, the newly-established House Jobs Task Force met at the State Capitol for their first of several hearings designed to find ways to put Minnesotans back to work. The Task Force, comprised of 39 House Republicans and Democrats, will focus on economic development, capital investment and tax policies with a goal of creating a jobs plan that can be passed in the 2010 legislative session. Unfortunately, only 1/3 of the Task Force members are from greater Minnesota. A full list of the Task Force members can be found on the CGMC website at www.greatermncities.org/economic-development.

During Friday's meeting, Task Force members received testimony from State Economist Tom Stinson, Art Rolnick with the Federal Reserve Bank in



Minneapolis, members of the non-partisan House Research staff, and others. Those testifying offered their analysis on the recession and Minnesota's job market, while also offering suggestions on how the legislature can help Minnesota boost its job recovery efforts. The Task Force will meet again on October 27 in Milaca. For more information, please contact J.D. Burton at jdburton@flaherty-hood.com.

Last chance to sign up for a CGMC committee!

If you are interested in helping CGMC set its policies for the upcoming critical legislative session, we encourage you to sign up to serve on one of our committees (see attached sign-up form for more details). The time commitment consists of a few conference calls this fall and during the legislative session. Committee members may also be asked to lobby specific legislators on a particular issue. **Sign-up forms are due tomorrow, Friday, October 2**, so sign up today!

**SAVE THE DATE:
CGMC Fall
Conference**

CGMC's annual fall conference is just around the corner! Mark your calendars to join us in this year's host city, Alexandria:

- The full membership will meet **November 19 – 20**.
- The Board of directors will convene a day earlier on **November 18**.

As usual, we will be setting our policy positions during the fall conference and discussing our expectations for the next legislative session, so please make every effort to attend. An agenda and registration materials will be available soon!

**2010 CGMC Summer
Conference to be
held in Winona**

The CGMC Summer Conference Site Selection Committee is happy to announce that the City of Winona has been selected to host our 2010 conference! We'd like to extend a big thanks to all cities who submitted a proposal. We'll see you next summer in Winona!

**CGMC launches
revamped website**

In order to better communicate with members and facilitate our media efforts, CGMC recently updated its website and added new features. We encourage you to visit www.greatermncities.org and browse through the new site!

Our homepage now features a blog in which we will post important news stories and updates—feel free to leave a comment in this section or post a question for discussion! You can also view our Twitter and Thank LGA updates from any page on the new site (if you're not following us on Twitter yet, join us: @greatermncities). Be sure to also check out our events calendar for the latest notices on conferences, media events, and important days at the Capitol. As with the previous site, you can learn more about each of our programs or the organization in general by clicking a link on the left side of the page. We hope you find the new website user-friendly and informative. If you have any questions or issues, contact Erin Flaherty at enflaherty@flaherty-hood.com.





Dedicated to a Strong Greater Minnesota

Thank LGA
For Immediate Release
September 24, 2009

Contact: Glen Fladeboe
Cell: 651-208-3262

**MAYORS LAUNCH EFFORT TO HOLD GOV CANDIDATES'
'FEET TO THE FIRE' ON CITY FUNDING**

St. Paul, MN—Saying that the next governor will determine the fate of cities across the state, mayors announced at a State Capitol press conference today that they are turning their attention to the 2010 governor's race and will be traveling the state to call on candidates to address local government aid (LGA).

“Minnesotans have had it. We are standing here today because our citizens are demanding answers. Our citizens are bearing the brunt of year after year of property tax increases and cuts to local police, fire, libraries, community pools, street maintenance and snow plowing,” said Wadena Mayor Wayne Wolden, who is also a spokesperson with the Coalition of Greater Minnesota Cities—an organization of nearly 80 outstate cities that is organizing the effort.

“If you are running for governor, Minnesotans want to know where you stand: will you uphold the state’s commitment to strong, affordable cities, or will you continue to allow property taxes to skyrocket across the state?” Wolden asked.

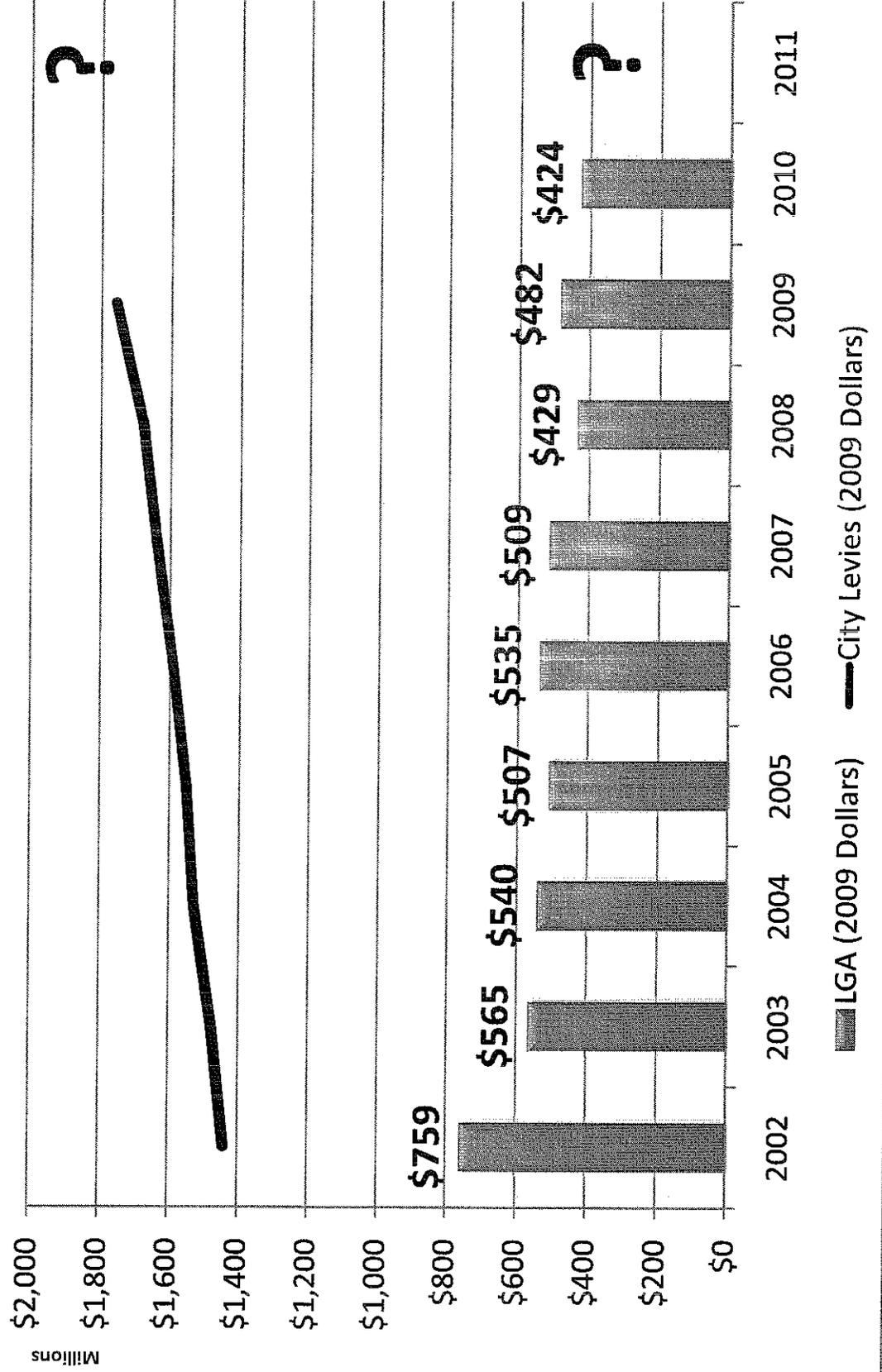
The mayors announced that a major part of their effort will be traveling around the state to hold press conferences, meet local officials and play a two-minute issue ad that showcases how the cuts have hurt Minnesota. Specifically, they will be calling on Minnesotans to attend candidate debates, write letters to the editor and contact each campaign directly to find out where the candidates stand on LGA.

The ad, which the mayors played during the press conference, features clips of city officials explaining the loss of police officers due to aid cuts and families discussing how property tax increases have affected the affordability of their homes. The video also includes a clip of then-candidate Tim Pawlenty from the 2002 campaign trail stating that he understands cuts in LGA result in property tax increases.

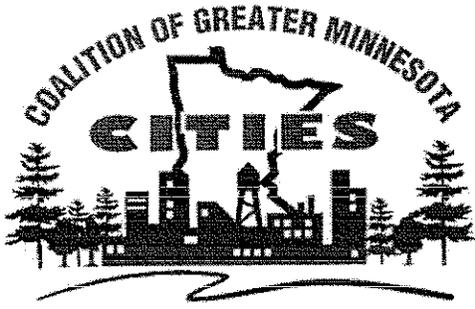
“As the ad shows, candidates have promised us many things over the years. We are at a point now, however, when we need to inform our citizens of what they can take to the bank: either they brace for higher and higher property taxes and fewer services, or they can urge candidates for governor to commit to restoring local government aid,” said Nancy Carroll, Mayor of Park Rapids.

###

Where does Your Gubernatorial Candidate Stand on LGA and What Will that Do to City Property Taxes?



Total city property taxes and LGA funding adjusted by IPD for state and local governments to adjust all years to 2009 dollars. Coalition of Greater Minnesota Cities, 9/23/2009.



Dedicated to a Strong Greater Minnesota

Local Government Aid Facts

LGA was created in the early seventies as part of the Minnesota Miracle. The program is intended to ensure residents of all cities have access to quality city services at an affordable tax rate.

In recent years, the state has reduced LGA multiple times:

- The LGA appropriation in 2003 was \$587 million. If the program had remained at the 2003 level, cities across the state would have received an additional \$782 million through 2009.
- From certified 2003 to 2004, the LGA program was reduced \$150 million.
- In 2008, the LGA program was unallotted \$54 million, or 11%
- In 2009, the LGA program was unallotted \$45 million or 8%
- In 2010, the LGA program is scheduled to be unallotted \$113 million, or 21%.
- From 2008 to 2010, the LGA program is scheduled to be unallotted \$211 million.
- LGA has declined as a percentage of the state general fund from 4.4% in 2002 to 2.8% in 2008.

City property taxes have risen:

- From 2002 to 2009 city property taxes have increased 64%

Cities have tightened their belts:

- From 2002 to 2009, total real per capita revenue is down 12%, a decrease greater than the counties, school districts and the total state revenue.
- City employment from 2003 to 2008 is down 6%.

Our View: Candidates should address LGA

The Mankato Free Press

September 26, 2009 08:22 pm

Small-town mayors often don't ask for much, and when a group of them last week held meetings and press conferences around the state asking for tax fairness, it didn't seem like an unreasonable request.

Small-town mayors, as part of the Coalition of Greater Minnesota Cities, called on the numerous candidates for governor to say how they stand on funding local government aid, the longtime bipartisan Minnesota policy of equaling out taxation among rich and poor communities. The coalition shouldn't stop at gubernatorial candidates, however. There are plenty of representatives in outstate Minnesota who need to answer for the decimation they've brought on small towns through their votes on uneven government aid cuts.

Local government aid — LGA — isn't a handout. It simply is a way of evening out property tax burdens among large and small cities, so businesses and residents can expect basic services at reasonable property tax rates. It also evens out large disparities that can occur when one city has a lot of property, like private and public colleges, that is exempt from property taxes.

But in recent years, the small towns say they have been unfairly targeted, taking more than their fair share of budget cuts since 2003. The facts are on their side; very few credible individuals dispute that.

When the state ran into multi-billion deficits, the small towns were willing to take their hits along with everyone else. Unfortunately, the property tax breaks given to Twin Cities suburbs were not cut proportionately. An amendment to even out the cuts among all cities, offered by Rep. Dan Dorman, a Republican from Albert Lea, failed, with several of his Republican colleagues voting against him.

The coalition points out Gov. Tim Pawlenty, when he was candidate Pawlenty, agreed that cuts to local government aid would increase local property taxes. The Web video that pushes their cause has Pawlenty on tape conceding the connection between lower LGA and higher property taxes. (It can be viewed at www.thanklga.org). The governor has since resorted to calling small towns mayors greedy and inefficient.

So, it's certainly not unreasonable for the cities to want current candidates to be on record once again. Hopefully, they'll be able to stick to their campaign positions a little more than Pawlenty did.

One can argue whether the state should be "subsidizing" small towns, or whether they are being excessive with taxpayer dollars. But those who do so, best come prepared with facts. The Coalition research shows cities have tightened their belts, cutting per capita revenue 12 percent from 2002 to 2009, a level of cuts much deeper than counties, school districts or the state itself.

Local government aid is down 44 percent from 2002 to 2009, while total property taxes have gone up 64 percent, despite huge cuts in police, fire and basic public services in the small cities. Which brings up the main point the candidates should answer: Who should pay the rising cost of basic services in Minnesota? Should the burden be shared by all, or should we put that burden on businesses and property owners on fixed incomes, in towns that may have a university exempt from property tax.

Minnesota is blessed with a vibrant small town economy and way of life. Our leaders don't seem to value that very much right now.

Q and A: CGMC's effort to engage candidates in LGA debate

1) The governor says cities are just taking a 3.3% cut. Can't you live with that?

This "3.3%" figure is very misleading. The 2009 unallotment is 3.3% of a city's levy plus aid, but it was passed on to cities in the middle of our budget year. That means many cities will be accounting for these cuts in their 2010 budgets. This is in addition to the 2010 unallotment of 7.64%, which means that **cities will be reducing their budgets by nearly 11% on average for 2010.**

2) Will you be endorsing a candidate?

No. We will be monitoring the gubernatorial debates, interviewing the candidates, and letting Minnesotans know how their stance on LGA will affect Minnesota cities.

3) Do you plan to oppose candidates who disagree with you?

No. However, if a candidate doesn't support LGA or doesn't have another plan to address both rising property taxes and cuts to city services, we want citizens to know that they may have to brace for higher property taxes and fewer services.

4) From the video, it looks like you still have an axe to grind with Governor Pawlenty—your response?

Governor Pawlenty attended our summer conference in Worthington in 2002 and you heard what he stated. Interestingly, exactly what he said came true—that when you cut LGA, property taxes go up. We don't have an axe to grind; we just need to continue to point out the consequences of that failed policy.

5) How are you planning to keep this drum beat going for the next year?

Our mayors are more engaged in this debate than ever. Our communities are in a crisis situation. The next governor will determine the fate of many of our communities. We have no option but to keep this drum beat going.

6) Are you trying to make the case that LGA funding is more important than education and health care funding?

LGA—which funds police and fire protection, and keeps property taxes low for home and business owners—is just as important as health care and education. Communities need strong schools, good health care resources and strong city services to remain viable. All three are critical to the success of a community.

7) Do you support a tax increase to fund LGA?

The question in front of Minnesotans is not whether taxes should be increased. Taxes are being increased because of the state policy decisions. Property taxes in Minnesota have increased 64% since 2002.

It has long been the position of the Coalition to support statewide, fair taxation rather than property tax increases. Any candidate who says we can get through another \$5 or \$7 billion budget deficit without additional revenue is either being dishonest or is willing to make even deeper cuts to cities, health care and education.

8) So what level of funding will you be satisfied with for LGA?

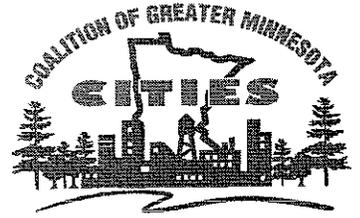
We want to hear first what their plans are for LGA and we want to see a proposed budget from these candidates and look at how LGA fits into their budget.

9) What does CGMC want in the next legislative session?

CGMC will be setting its policy positions for the next legislative session in November. Our current policy is to oppose further reductions to LGA funding.

2009 CGMC Fall Conference

Wednesday, November 18 – Friday, November 20, 2009 • Alexandria
Tentative as of 10/9/09



Wednesday, November 18

- 1:00 – 3:00 p.m. **Media Committee Training**
- 3:00 – 6:00 p.m. **Board of Directors Meeting**
- 6:30 – 9:00 p.m. **Social Event, 6th Avenue Wine & Ale**

Friday, November 20

- 7:30 a.m. **Continental Breakfast**
- 8:30 – 11:30 a.m. **Membership Meeting**
- Consideration & Adoption of 2010 Legislative Positions
 - Other Business
 - Adjourn

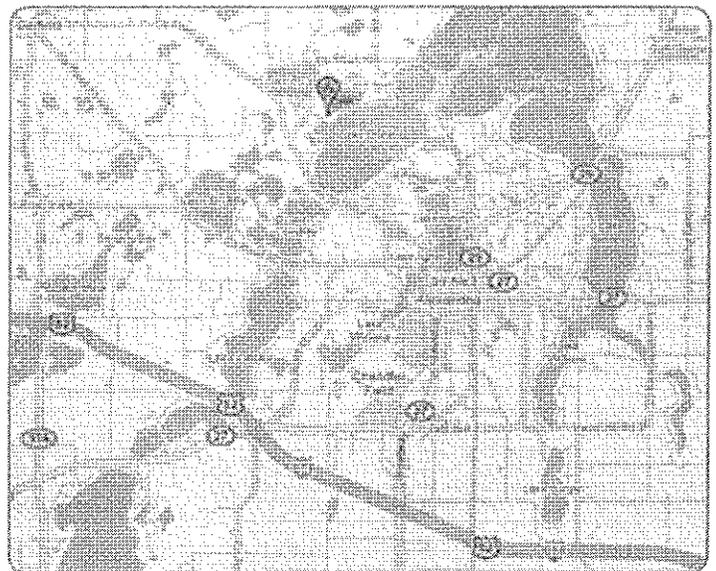
Thursday, November 19

- 10:00 – 2:00 p.m. **Conference Registration**
- 11:00 – 1:00 p.m. **Greater Minnesota Environmental Trust Sponsored Luncheon & Green Jobs Panel**
- 1:00 – 1:30 p.m. **BREAK**
- 1:30 – 2:30 p.m. **Labor & Employee Relations Committee Meeting**
- 2:30 – 2:45 p.m. **BREAK**
- 2:45 – 4:15 p.m. **2010 Legislative Preview & Strategy**
LGA: Tim Flaherty & Steve Peterson
Economic Development: J.D. Burton
Annexation: Bradley Peterson
- 4:15 – 4:30 p.m. **BREAK**
- 4:30 – 5:30 p.m. **Bonding Panel**
Sen. Keith Langseth, Rep. Alice Hausman,
Commissioner of Finance Tom Hanson (all invited)
- 5:30 – 6:30 p.m. **Social Hour**
- 6:30 p.m. **Dinner**
Key Note Speaker: Former State Senate Majority Leader Roger Moe (invited)

Conference Hotel Information

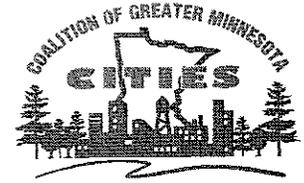
Arrowwood Resort & Conference Center
2100 Arrowwood Lane NW
Alexandria, MN 56308

Please call 866-386-5263 to book your hotel room.
CGMC Rates: \$87.00 (+ tax). Room rates are guaranteed through 11/6/09.



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

2009 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 18

- _____ 1:00 p.m. **Media Committee Training**
- _____ 3:00 p.m. **Board of Directors Meeting**
- # _____ 6:30 p.m. **Social Event, 6th Avenue Wine & Ale**

Thursday, November 19

- # _____ 11:00 a.m. **Greater Minnesota Environmental Trust Sponsored Luncheon & Green Jobs Panel**
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- _____ 5:30 p.m. **Social Hour**
- # _____ 6:30 p.m. **Dinner**

Friday, November 20

- # _____ 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 6 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: \$87.00 (+ tax). Room rates are guaranteed through 11/6/09.

Cost	
Attending Wed. through Friday	\$130 per member
Attending Thursday and Friday only	\$120 per member
Please include \$32 for each extra guest's dinner for Thursday evening	

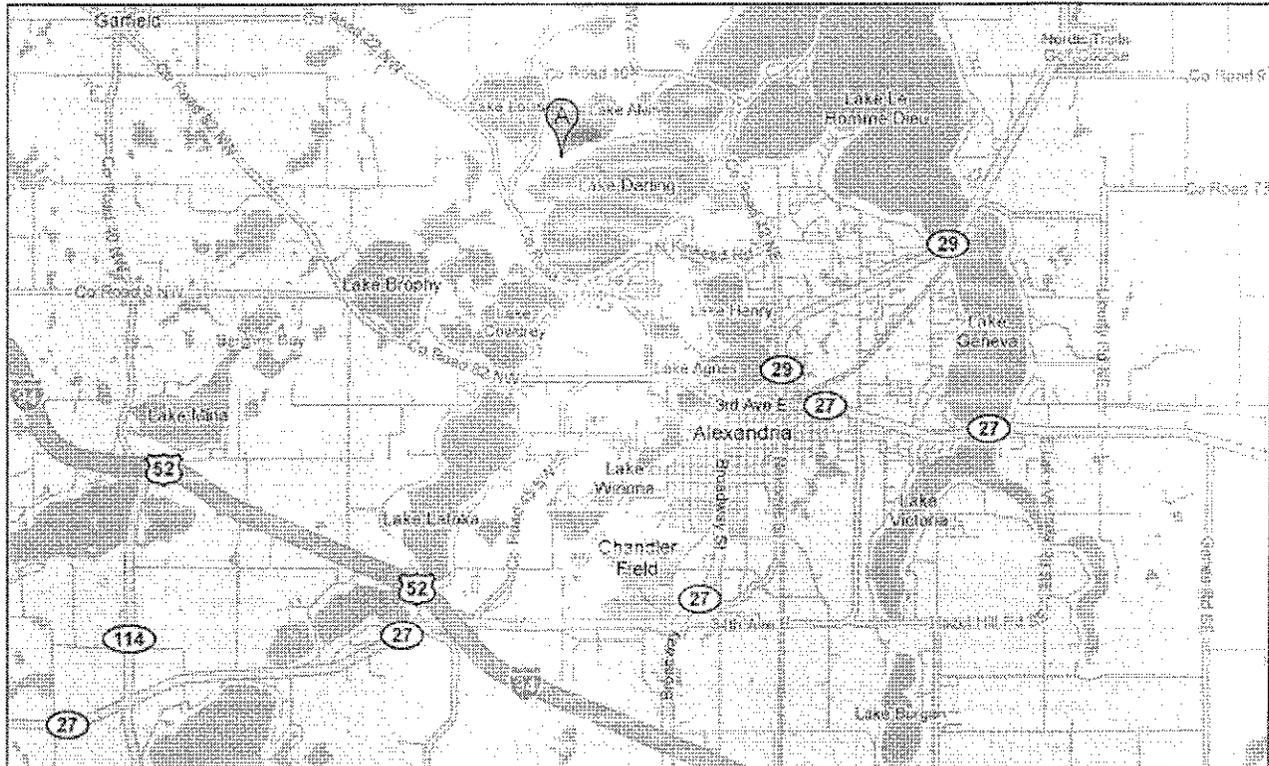
Total \$ _____

Please make checks payable to CGMC:

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



Map to Arrowwood



Arrowwood Resort & Conference Center

2100 Arrowwood Lane NW | Alexandria, MN 56308 | www.arrowwoodresort.com

From Minneapolis/St. Paul Area

Follow I-94 West to the Alexandria exit #103. Take a right onto Hwy 29 North. Follow Hwy 29 North through downtown Alexandria to the last stop light. Turn left onto County Road 82. Follow for .7 miles. Turn right at the stoplights onto County Road 22 (between Williams Gas Tanks). Stay on County Road 22 for 2.3 miles. Turn right onto County Road 104. Arrowwood Lane is .4 miles.

Alternate Directions from Minneapolis Area

(This is a faster route to the Resort, as it avoids the town of Alexandria). Follow I-94 West to Exit #100, 2 miles past Alexandria Exit. Proceed on County Road 45, straight ahead at exit. Follow County Road 45 approximately 3 miles to County Road 82. Take a right on County Road 82 and follow approximately .5 miles to County Road 22. Note: County Road 22 is marked by an oil tank farm and stoplights; County Road 22 runs through the rows of tanks. Take a left on County Road 22 and follow to Arrowwood Drive. Right on Arrowwood Drive.

From Fargo/Moorhead

Take exit #100 off I-94. Take a left onto Hwy 27. Follow to the junction of County Road 45. Take a left onto County Road 45 following it to County Road 82. Take a right onto County Road 82. Take a left at the stoplights onto County Road 22 (between the Williams Gas Tanks). Follow County Road 22 for 2.3 miles. Turn right onto County Road 104. Arrowwood Lane is .4 miles.



CONNECTING & INNOVATING
SINCE 1913

2008-09 Annual Report League of Minnesota Cities Insurance Trust

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST

145 UNIVERSITY AVE. WEST PHONE: (651) 281-1200 FAX: (651) 281-1298
ST. PAUL, MN 55103-2044 TOLL FREE: (800) 925-1122 WEB: WWW.LMC.ORG

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Introduction: LMCIT's Guiding Principles

The League of Minnesota Cities Insurance Trust (LMCIT) was founded by Minnesota cities during 1980 as a member-owned risk pool. LMCIT came into being at a time when private insurance carriers offered limited coverage at high prices. The goal at the time was to create and deliver specially designed Workers' Compensation and Property/Casualty programs with superior coverage and stable rates.

A good way to think about LMCIT today is that it is a cooperative non-profit insurance company for cities. Members own and control LMCIT.

LMCIT was founded upon a set of core values used by the Board of Trustees to guide their decision-making on behalf of member cities. Those core values – originally formalized during 1996 – still are relevant. In fact, LMCIT's Board of Trustees at their 2009 retreat reaffirmed the values as the guiding principles for LMCIT. They also formally recognized that partnering with cities to reduce and control risks and losses is a mission as important as providing cities the coverage cities need. LMCIT's core values include providing:

Guiding Principles

1. Superior, Reliable Coverage
2. Loss Control Services
3. Stability
4. The Lowest Cost Coverage
5. Fairness
6. Responsive and Nimble Service Delivery
7. Expertise, Leadership and Innovation
8. Trust

- **Superior, Reliable Coverage.** LMCIT seeks to provide Minnesota cities with coverages that meet all the risks a city might face. Coverage development is guided by city needs, including new coverages to meet emerging needs. Examples of new programs that meet changing city concerns include the special liability coverage for cities that sent assistance for the Republican National Convention and the Tenant User Liability Insurance Program. Other examples of newer coverages developed in recent years address liability related to land use and damages related to sanitary sewer backups.
- **Loss Control Services.** LMCIT recognizes that keeping employees and cities safe by reducing losses takes substantial cooperation with members, but that controlling losses is the most effective way to deliver stable premium rates. Helping members drives LMCIT, and examples of innovative services include the Regional Safety Groups, contract review

service, land use assistance, online learning including Police Accredited TRaining OnLine (PATROL), new training related to Human Resources and OSHA standards.

- **Stability.** Cities continue to face cuts to state aids that make already challenging budgets more so. Now, more than ever, providing stability is important. LMCIT takes a conservative approach to fund balance management so it can fully fund liabilities while maintaining a safety margin for catastrophic events. LMCIT's recently developed stress test shows that the members' pool can withstand several catastrophic events while still funding liabilities. This means LMCIT can focus on developing stable rates that meet claims and expenses, retain pool risk to keep reinsurance rates lower, and return dividends when possible. It also means members of LMCIT won't face sudden, unanticipated costs in the form of a drastic rate increase or unpaid losses.
- **The Lowest Cost Coverages.** Providing the lowest cost coverages to members during the long term is accomplished through a mix of a low operating cost, investment income, loss control education and services, and nonprofit philosophy. Private insurers may provide a lower initial price by covering a city at a loss or by offering a lower level of protection. That short-term advantage quickly becomes a disadvantage, however, when members consider the cost to a city of losses not covered, or of a rate hike in their second year with a private carrier.
- **Fairness.** Cities are members and owners of LMCIT, not just customers. A key consideration in every decision—whether setting rates, developing and providing new services, structuring coverages, or allocating dividends—is to treat every member city as fairly and equitably as possible. This is done in part by fairly allocating costs in recognition of differences such as city size, services provided, and other risk profiles. In addition, a city's own loss experience is part of the mix.
- **Responsive and Nimble Service Delivery.** LMCIT was founded during 1980 when cities were faced with a private insurance market that was unwilling to cover the risks cities faced. The League of Minnesota Cities (LMC) responded by establishing LMCIT. It was an innovative response to member needs, and a service that still helps cities solve problems and accomplish goals. Examples of this value in action include coverages developed for members who assisted with the Republican National Convention, no-fault sanitary sewer coverage and land use coverages.

- **Expertise, Leadership and Innovation.** LMCIT only provides coverages and services for Minnesota cities. Staff understands the risks, needs, and problems of members. A fundamental interrelationship between LMCIT and the League means that all coverage and loss control efforts are informed by a deep and broad understanding of the challenges faced by cities.
- **Trust.** Members trust and rely upon their organization. The Board of Trustees and staff recognize the importance of maintaining and earning that trust with each action and decision. ([Return to Table of Contents](#))

Workers' Compensation Program Report

The primary goals of LMCIT's Workers' Compensation program are to provide superior coverages at rates that are as stable as possible to avoid sudden increases in costs for members.

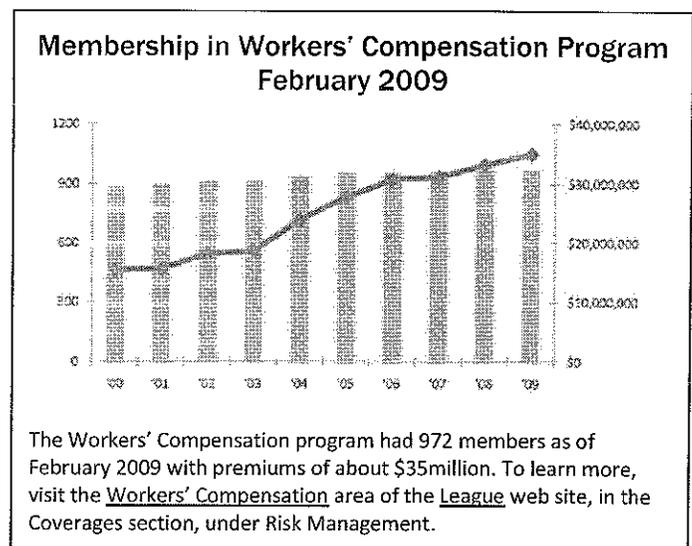
Delivering on these goals requires careful attention to and balance among factors including:

- The frequency of injuries experienced by workers.
- The growth of medical costs.
- Investment income and fund balance.

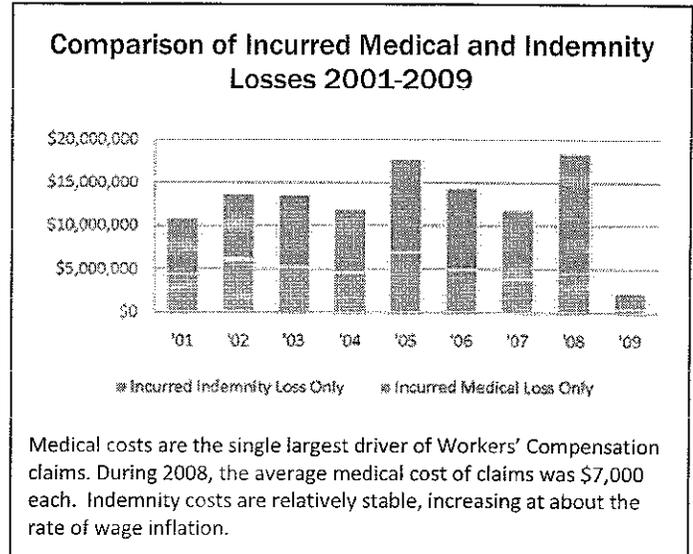
The overall financial strength and membership of LMCIT's Workers' Compensation program is strong and stable.

Membership during the period from February 2008 to February 2009 was 972.

The frequency of injuries experienced by LMCIT members is stable. Medical costs remain significant, and the growth of those costs still outpaces all other trends. Medical costs continue to be the single largest driver of Workers' Compensation costs, and pressure premium rates as they have during recent years. Indemnity costs are relatively stable, increasing at about the rate of wage inflation.



LMCIT's Workers' Compensation program is financially sound. The Board of Trustees during 2008 evaluated LMCIT's fund balance against industry benchmarks and developed an LMCIT-specific stress test to examine the impact of several hypothetical events on the fund balance. The idea was to test the fund balance against several events that would create very large financial losses. The exercise showed that LMCIT can withstand several large losses while maintaining enough fund balance to meet generally accepted minimum fund balance ratios.



LMCIT maintains a fairly tight margin on premiums. That tight margin helps ensure

stable rates despite significant pressure from medical costs. The conservative approach has allowed the organization to return dividends in some years, but significant medical costs in recent years have meant no dividend has been returned for several years.

Workers' Compensation rates for 2009 increased 2.3 percent overall. The rate change reflected increases of 2 percent for workers' compensation and an additional 4 percent to the volunteer firefighter rates in order to keep pace with wage inflation, and the premium credit for managed care was maintained.

LMCIT will seek to modestly grow the fund balance to stay on track with growth in risks, exposures, liabilities, retentions and premium volume while working to deliver stable rates, maintain and develop strong programs, and deliver great service. [\(Return to Table of Contents\)](#)

Property/Casualty Program Report

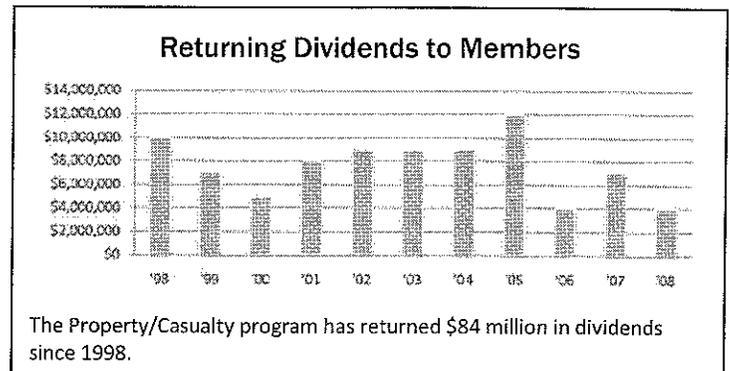
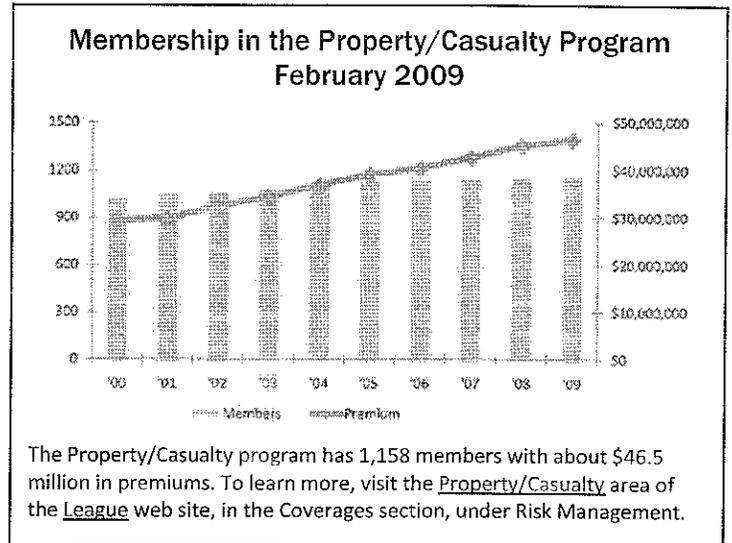
The goals for the Property/Casualty program are the same as those for the Workers' Compensation program: To provide superior coverages at rates that are as stable as possible and to avoid sudden increases in costs to members.

By keeping an eye on frequency of claims, investment income and the fund balance, LMCIT's Property/Casualty program is able to consistently deliver a stable program. That stability often allows LMCIT to return a dividend premium to its 1,158 members comprised of 819 cities and 339 special districts/joint powers entities.

Rates during 2009 were flat overall, but an individual city's premiums are affected by that city's changes in property values, city expenditures, vehicle and other exposure measures, as well as its experience rating. Factoring in a city's variables maintains fairness in rate setting. That means while member cities share risk, each also carries its fair share. Just as members share risk, they also share the dividend when costs are less than premiums. During 2008, LMCIT returned \$4 million in dividends, bringing total returned dividends since 1987 to about \$175 million.

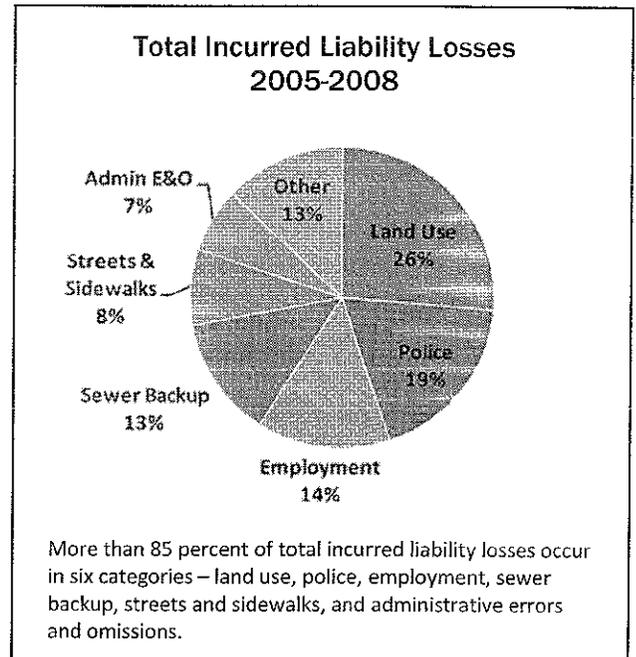
LMCIT also monitors trends to inform program development. Here's a snapshot of some of the things LMCIT is watching:

- Land use litigation remains the largest single element of all liability losses at about \$3.4 million per year or 26 percent of total incurred liability loss during 2005-2008, and continues to grow. While there here isn't one primary area of loss that can easily be targeted, LMCIT's land use team will continue to deliver training, resources and services to help members avoid costly claims.
- Police losses represent 19 percent of total incurred liability losses, at about \$2.4 million per year during 2005-2008. Evaluation of these losses is underway, but preliminary



information shows that since 2005, police claims have incurred the same amount of damages as expenses. LMCIT's Police Accredited TRaining OnLine (PATROL) is one tool to help reduce losses. Participation includes more than 1,800 officers representing 89 of 349 city departments and 26 of 87 county Sheriffs' departments. During 2009, new training was added to help meet OSHA standards and POST mandates. The program has a Minnesota-specific focus, and delivers timely legal updates on new legal cases and court decisions.

- Total incurred liability losses for employment have declined during recent years, but are still of concern. These claims represent 14 percent of total incurred liability losses at about \$2 million per year during 2005-2008.



- Sewer backups represent 13 percent of total incurred liability losses, and have cost about \$1.7 million each year during 2005-2008. These claims are expensive, but unlike land use liability loss costs which are primarily for defense and other expenses, only 1 percent of sewer backup liability

losses are for expenses or defense costs. Sewer backup claims have increased in cost to about \$2,300 each because more homes have finished basements and individuals are more aware of mold problems. The majority of backups are due to line obstructions, and city liability mostly stems from maintenance and inspection issues. LMCIT has developed the Sewer Toolkit to help cities implement maintenance and inspection schedules, and adopt policies that support prevention of costly backup claims. [\(Return to Table of Contents\)](#)

Fund Balance Stability

A conservative approach to fund balance is part of what allows LMCIT to deliver and develop superior coverages at stable rates, provide innovative services and programs and respond to

emerging needs and issues. It also means that LMCIT can fully fund liabilities while maintaining a safety margin for catastrophic events.

During 2008, Board Trustees designed and implemented a fund balance stress test to measure the ability of LMCIT to withstand a series of major events while still funding its liabilities. The stress test showed that LMCIT could weather a series of events and still meet a number of fund balance benchmarks in the industry.

Briefly, the method behind the test was to consider several hypothetical events that would produce a very large financial loss, calculate the cost of each event, and determine the fund balance needed to withstand that loss while ensuring enough fund balance remained to meet generally accepted minimum fund balance ratios.

The Workers' Compensation and Property/Casualty programs have current fund balances greater than the designated targets calculated using this methodology.

Risks, exposures, liabilities, retentions, and premium volume all continue to grow for both programs, so it also makes sense to continue to modestly grow the fund balances to keep pace. In order to continue modestly growing the fund balance for the two programs requires a different approach for each program.

The practice for the Property/Casualty program is to build a substantial safety margin into the rates so that revenues could cover losses and expenses even if losses should turn out to be greater than projected. Because of that margin, a dividend is returned to members if losses turn out at or below or not too much above projections, which has typically been the case.

The practice for the Workers' Compensation program is to build a significantly smaller margin into the rates. That means this program typically doesn't show a substantial amount of net income in any year, and only occasionally is able to return a dividend. [\(Return to Table of Contents\)](#)

New and Innovative Programs and Services

LMCIT constantly seeks to improve, develop and deliver programs and services that strengthen the partnership with members. Developing and recent examples of this innovation include:

- **Premium Incentives.** The Board of Trustees during 2008 began developing incentives for members to participate in certain loss control programs. The idea is to create ways to motivate city behavior that prevents claims in a particular area. Trustees will target incentives to an area in which specific behaviors or city actions are required in order to avoid an area of significant loss concern for the pool. Incentives are a way to recognize that members play a significant role in losses, and can take a positive, deliberate role in reducing claims through behaviors and decision making.

Trustees identified a number of areas for consideration, including sanitary sewer maintenance, utilities operations and maintenance, land use decision-making and employee safety. Staff is working to develop appropriate incentive programs in these areas for 2010, 2011 and beyond.

In developing future incentive programs, Trustees will consider areas that face significant risks and loss costs, have realistic solutions, address an area in which LMCIT has not otherwise been able to successfully implement recommended loss control measures and practices, and that are objective and measurable factors with good availability of information and expertise.

- **Special Coverage for Republican National Convention.** LMCIT strives to provide superior and innovative coverages that meet city needs, even when those needs pop up in short order. One example of how LMCIT delivers on these goals can be seen in the coverage LMCIT created to allow member cities to easily send law enforcement staff to assist at the 2008 Republican National Convention held in St. Paul.

LMCIT expanded its coverage to address the unique risks cities faced in assisting with the RNC. The end result was ample coverage at minimal costs.

- **Tenant User Liability Insurance Program (TULIP).** Members can safely allow private individuals and groups the opportunity to use or rent municipal facilities for events such as weddings, reunions and festivals through a new program called TULIP – the Tenant User Liability Insurance Program.

This program provides access to low-cost liability coverage of as much as \$1 million for special events. When individuals (called tenant users) purchase coverage through TULIP, the city is automatically named as an additional insured.

Members automatically are eligible to offer TULIP to tenant users, at no cost to the city. To make things as convenient as possible for cities, LMCIT also developed a sample contract and a facility rental application that is applicable with or without TULIP.

The program was developed and offered in response to member concerns about allowing use of city facilities for private events, in part because of the difficulty in getting indemnification agreements and certificates of insurance from tenant users.

TULIP is offered by LMCIT in conjunction with the National League of Cities, HUB International and Entertainment Brokers International (EBI).

- **Safety Assistance Programs.** Partnering with members to find practical solutions to foster a safety culture, keep city staff safe, reduce claims and meet OSHA standards are goals of the loss control services delivered through LMCITs' broad net of services offered through the Safety Assistance Programs, including Regional Safety Groups, OSHA/Safety Assistance, and a Safety Loan Program.

Regional Safety Groups. The Regional Safety Group initiative provides subsidized services to members of the Workers' Compensation program

Learn More

Learn more about the Tenant User Liability Insurance Program, and download resources for cities and residents.

To learn more, visit the TULIP area of the League web site, in the Coverages section, under Risk Management.

Learn More

Learn more about Safety Assistance Programs and how these services can help keep staff safe, reduce claims and meet OSHA standards.

To learn more, visit the Safety Assistance Programs area of area of the League web site, in the Loss Control section, under Risk Management.

including hands-on and web-based training, safety audits and one-on-one consulting. RSGs are self-directed groups of cities that meet up to 12 times a year on topics of their choosing. So far, 10 RSGs formed representing 70 cities. New groups are starting each month.

OSHA/Safety Assistance. As with RSGs, the OSHA/Safety Assistance program provides hands-on and web-based safety training, safety audits, and one-on-one consulting. The OSHA/Safety Assistance program is a formal series of trainings on defined topics, and helps develop skills of city safety coordinators. During 2008, 201 employees from 115 cities participated in this program.

Safety Loan Program. The Safety Loan Program is an affordable, reliable way for cities to fund safety improvements. Cities work with LMCIT to make improvements in one year, and spread the costs across several budget years. Interest rates are 30 basis points more than U.S. Treasury note rates. Funding is available for personal protective equipment, fire suppression and detection equipment, job site safety equipment, ergonomic equipment and more ([Return to Table of Contents](#))

- **Utility Operations and Maintenance Pilot Project.** LMCIT, in partnership with the Minnesota Municipal Utilities Association (MMUA), is working on a pilot project to develop operating procedures and preventive maintenance schedules for electric generation facilities.

The goal of the pilot project, scheduled for completion during early 2010, is to develop individualized operating procedures and preventive maintenance schedules for two municipal electric utilities. This time-intensive and utility-specific pilot project will serve as a framework for determining how customized manuals can be created in a timely and cost-effective manner with other Trust member utilities. The initial investment is somewhat costly, but ultimately that customization is critical to creating a tool that adequately addresses each unique utility's specific needs. In the long run, costs for the customized manuals are expected to decrease as some of the tools, templates and policies are reformatted and/or reused as appropriate.

LMCIT provides coverage for 54 municipal electric generation facilities, each with unique risks. These facilities have a combined replacement cost of \$1.1 billion, or 8 percent of LMCIT's total covered value. Given the potential for a very large fire, explosion, machinery breakdown, or combination, working to prevent losses in these facilities is critical.

About a year ago, Board Trustees developed a rating plan especially to address these risks and to more fairly allocate that risk. With the new rating plan in place, LMCIT's next step is to work with MMUA to provide the technical, writing and other expertise needed to put in place customized guidelines that keep utility staff, the facility and community more safe.

Because of the unique nature of this pilot project, the future of the program will be carefully and regularly reviewed on an ongoing basis. ([Return to Table of Contents](#))

Rate Setting and Claims Processing

Making members' lives easier is a fundamental goal of LMCIT. On the surface, the task of calculating premiums is mundane. Simplifying the rating application and renewal means city staff will have more time to put toward the regular tasks of operating and delivering city services. The current rating system requires cities to provide extensive data on a range of items including physical property, payroll and expenditures. The level of detail needed in the data is far-reaching, and the data must be provided in multiple forms.

Developing a new approach to the liability premium calculation will remain fair and equitable. A new approach, however, will make reporting easier and more efficient for members and LMCIT underwriters. A new rating structure may also ease the transition from a manual premium calculation to an online reporting and calculating system, though it will take a few years to get there.

Learn More

Learn more about the claims management process by visiting the [Claims](#) area of area of the [League](#) web site, under Risk Management.

Ensuring claims are properly managed and processed is a big part of what LMCIT does. It's important to investigate city claims in a timely fashion so that reimbursements can be distributed

in manners that don't create hardship for city staff that experience on-the-job injuries or city's that face property and equipment claims.

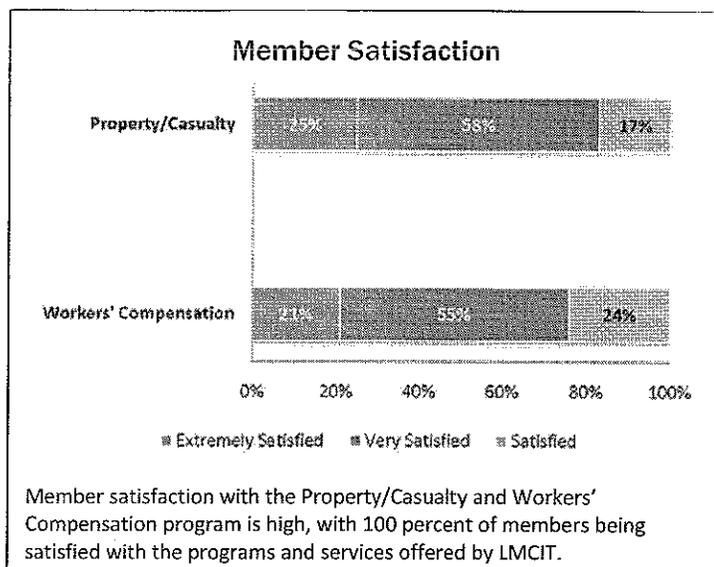
During 2009, a multi-year effort resulted in improved efficiency of Workers' Compensation claims handling. In addition, Claims Work Station (CWS) will allow Trust staff to create a single electronic version of new claim files, decrease the need and cost of physical file storage and retrieval, improve enhanced data analysis, allow automation of routine tasks, and provide online access by members to some claims information.

Mapping the conversion of the Property/Casualty claims migration to CWS is underway, and these claims will be managed via CWS beginning during late 2011. [\(Return to Table of Contents\)](#)

Member Satisfaction

The Trust regularly asks members to rate their pool to understand if members' needs are being met. Members are asked about their experiences with the Property/Casualty and Workers' Compensation programs, as well as about their relationship with their underwriter.

While LMCIT is working on improving the processing of Property/Casualty renewals, in part through a simplified rate setting process, the most recent survey shows 100 percent of respondents in the Property/Casualty and Workers' Compensation programs are satisfied with the overall program, service quality, and responsiveness of their adjuster and with legal counsel. Members also reported being satisfied with the overall quality of LMCIT's underwriting program. [\(Return to Table of Contents\)](#)



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LMCIT Administrative Staff

Pete Tritz
Administrator
<mailto:ptritz@lmc.org>

Ann Gergen
Associate Administrator
<mailto:agergen@lmc.org>

Doug Gronli
Claims Manager
<mailto:dgronli@lmc.org>

Tracie Chamberlin
Loss Control Manager
tchamberlin@lmc.org

Stephanie Weiss
Public Relations Consulting Manager
<mailto:sweiss@lmc.org>

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