

**BUDGET WORKSHOP**  
**Tuesday, October 5, 2010**  
**City Council Chambers**  
**6:00 p.m.**



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**COUNCIL MEETING**  
**Tuesday, October 5, 2010**  
**City Council Chambers**  
**7:30 p.m.**

**AGENDA**

Call to Order

Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes –September 21, 2010
2. Consent Agenda
  - Minutes
    - Telecommunication Commission – September 21, 2010
    - Multi-Purpose Commission – September 27, 2010
    - Street Committee – September 29, 2010
  - Correspondence
    - Department of the Army – Federal Interest Determination Fact Sheet – Windom Sec 206 Fish Passage
3. Department Heads
4. License Applications
  - Games of Skill License – Approval
5. Resolution Declaring State of Emergency – Excessive Rainfall/Flooding
6. Letter of Engagement for 2010 City Audit
7. Ambulance Department – Equipment Proposal
8. Resolution Accepting Donation – Windom Arena Booster Club
9. Regular Bills
10. Unfinished Business
11. New Business
12. Council Concerns



Adjourn

**Council Meeting  
Windom City Hall, Council Chamber  
September 21, 2010  
7:30 p.m.**

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

2. Roll Call: Mayor Pro Tem: Bradley Powers  
Council Members: Corey Maricle, Robert Messer and JoAnn Ray  
Council Members Absent: Mayor Kirby Kruse and Jean Fast  
City Staff Present: Steve Nasby, City Administrator; Al Baloun and Jeremy Rolfes, Telecom  
Public Present: Samson Meyer, Frank Dorpinghaus and Rahn Larsen.

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Ray second by Maricle, to approve the City Council minutes from September 7, 2010. Motion carried 4 – 0.**

5. Consent Agenda:

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

- Economic Development Authority – September 13, 2010
- Park & Recreation Commission – September 13, 2010
- Library Board – September 14, 2010

**Motion by Maricle second by Ray, to approve the consent agenda. Motion passed 4-0.**

6. Public Comment:

Powers said there was a request to address the City Council by Samson Meyer and there was a handout in the Council packet.

Meyer spoke about government reforms on a variety of topics. He noted that he will be speaking again at BARC on November 20 and encouraged the public to participate. Powers thanked Meyer for his remarks.

7. Department Heads:

None.

8. Park & Recreation Commission Recommendations – Rates and Fees:

Al Baloun, Recreation Director, said that the Commission had discussed rates and fees for ice time and skate rentals. They are recommending that fees be set for a two year period of time so the Hockey Association knows what to expect for upcoming expenses.

Baloun said the recommended ice rates are as follows:

- \$102.50\hour for ice time for games and practices for the 2010-11 season.
- \$400\day for tournaments in 2010-11 (which is a \$50\day increase).
- \$105.00\hour for ice time for games and practices for the 2011-12 season.
- \$400\day for tournaments in 2011-12 (no change from 2010-11).

**Motion by Messer, seconded by Maricle, to approve the ice time fees as presented for inclusion in the master fee schedule . Motion carried 4 – 0.**

Baloun said the Commission also recommended adding a late fee of \$15 for seasonal skate rentals that are not sized before skating lessons start. The problem is that if everyone waits until the last minute the staff is unable to keep up with the demand and the process is rushed. By having a late fee, the thought is that people will get this done earlier and it will go more smoothly.

Messer suggested adding staff to assist with the rush instead of charging a late fee. This would be more accommodating to the customers. Baloun said he doesn't think many families will be impacted by the fee as 90% of the participants do have the skates sized on-time and the fee would encourage the others to get it done sooner, thus avoiding the fee.

**Motion by Maricle, seconded by Ray, to approve the late fee for season rental skate sizing as presented for inclusion in the master fee schedule. Motion carried 3 – 1 (Messer).**

9. Annual Firefighters Relief Association Report:

Maricle said he would be abstaining from the vote on this item as he is in the Windom Firefighters Relief Association. Powers asked if anyone was present to discuss the information. Maricle said as a board member he would answer any questions.

This report was presented at the last meeting, but an error was discovered and the revised report was in the Council packet. The fund is shown as solvent at this time.

Messer asked if the average retirement pay out for each retiring firefighter was about \$28,000 as shown on this form. Maricle said the amount per firefighter may be different based on their years of service, but the average for the three shown on the form would be just over \$28,000.

Nasby noted that Kruse had asked at the last meeting about the due date for this report being submitted to the State. The due date is October 31 so if the Council approved the report this evening it would still be timely.

**Motion by Ray, seconded by Messer, to approve the annual firefighter's relief association report as presented. Motion carried 3 – 0 – 1 (Maricle abstaining).**

10. Regular Bills:

**Motion by Maricle, seconded by Ray to approve the regular bills. Motion carried 4–0.**

11. Unfinished Business:

Nasby said that the Council had set budget meetings for October 5 and 19. The budget books with the 2011 information handed out this evening is based on the City getting the same State Aid as last year. With the State continuing to face a \$5.8 billion deficit everyone is anticipating another round of cuts, which may be more severe than the 2010 cuts. Nasby said that it would be very difficult to wait until State action is taken in May – June next year so he asked if the Council wanted staff to work on options ranging from discontinuing some services, reorganization, and consolidation of services and further discussion of partnerships.

Unanimous consensus of the City Council to have staff work on possible options. Nasby asked if they wanted this information for the October 5 and 19 meetings. Messer said he would like it as soon as possible. If needed, additional meetings could be scheduled to consider the information and discuss options.

12. New Business:

None.

13. Council Concerns:

None.

14. Adjourn:

**Motion by Messer, seconded by Maricle, to adjourn. Motion carried 4 – 0.**

Meeting adjourned at 7:45 p.m.

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Bradley Powers, Mayor Pro Tem

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

**Telecommunication Commission Minutes**  
**Sept. 21<sup>st</sup>, 2010**

1. Call to Order:

Forrest Fosheim called the meeting to order.

2. Roll Call:

Commission Members Present: Robert Messer, Virgil Meier, Forrest Fosheim, Corey Maricle

Commission Members Absent: Wendell Woodcock

City Staff Present: Dan Olsen, Londa Fosheim, Steve Nasby

Public Present: None

3. Stimulus Update:

Broadband group working on 911 Plan.

Broadband group will be approving an engineering firm soon.

No construction until spring.

USDA stopped working on 1<sup>st</sup> round money to hand out 2<sup>nd</sup> round. Now finally getting back to working on paperwork for 1<sup>st</sup> round recipients

4. Director's Report:

Working with 3 possible 4 larger companies.

Still working on details

Caller ID "Spoofing" filed with Public Utilities Commissioner. Letter will be inserted with customer's bill and on the Windomnet website.

5. Commissioners Concerns:

Staff working on getting vacation hours down.

Staff working on day to day operations.

6. Adjourn:

Forrest adjourned the meeting, Unanimous consent..

Community Center Commission Minutes  
Monday September 27, 2010

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:35 p.m.

2. Roll Call: President: Wayne Maras  
CC Director: Brad Bussa  
Commission Members: Dick Jeffrey  
Kelly Woizeschke  
Hilary Mathis  
Commission Liaisons: Corey Maricle  
Bruce Caldwell-Absent  
Jo Ann Ray-Absent  
EDA Director: Aaron Backman – absent

3. Approval of Minutes:

**Motion by Dick Jeffrey, seconded by Hilary Mathis, to approve the July 26, 2010 Community Center Commission Minutes. Motion carried 4-0**

4. Additions to the agenda:

- a. Under President Report- Senior Citizens Request
- b. Under Miscellaneous-Carpet Machine and Large Projector Screen

5. Correspondence:

- a. Commission notes how wonderful WCC Staff did once again-Comments were great!

6. President's Report:

- a. Seniors- Senior Citizens want an Open House Sunday October 17, 2010 from 1-4pm with coffee, cookies, pool, and cards. Seniors said it would be nice to recruit new people for club members. **Motion by Wayne Maras, seconded by Kelly Woizeschke, to approve request to grant Senior Citizens use of Senior Room for an Open House, one time use, on October 17, 2010. Motion carried 4-0.** Commission also discussed the Senior Christmas Party to be held on Friday, December 10, 2010 which works out fine. Dick Jeffrey added that the Seniors want the Dining Room also and to do same as last year. Event added to schedule.

7. Director's Report:

- a. Liquor Policy Update-Commission discussed contracting out but with other liquor providers quitting and having staffing issues Commission decided not to go this route. WCC Director Bussa had checked around with other cities to see how they handle liquor. Director Bussa also discussed what money had been made in just the last 3 weddings. Commission discussed what would be needed to make this

work, 3-4 bartenders on a call list. **Motion by Dick Jeffrey, seconded by Hilary Mathis, that WCC becomes sole liquor provider to facility and to hire additional staff to bartend on a part time basis. Motion carried 4-0.**

- b. Craft Show- will be held Saturday October 2, 2010 and is split 50-50 between Community Center and Windom Chamber.
- c. Red Cross Shelter-WCC Director Bussa finished paperwork and will have to go before City Council for approval.

8. Resource Management:

Schedule of Events: Just booked another wedding

Income & Expense: Budget looking good, still time to meet in areas.

9. Miscellaneous:

a. Carpet Machine update- WCC Director Bussa is now renting out his carpet machine to City of Windom. It was noted the WCC has been using machine at no charge for years so Commission agreed that was fair.

b. Large Screen- current screen is wearing out and occasionally a second is needed. WCC Director Bussa would like to look into purchasing another smaller screen. The screen is used a lot and is a good investment. Money in Capital for equipment so Commission agreed to proceed with second screen. A discussion followed on WCC equipment rental items and how well items work for weddings.

10. Open Forum: Nothing to report

11. Next Meeting: Monday October 25, 2010 at 5:30pm.

**Adjourn:**

**Motion by Kelly Woizeschke, seconded by Dick Jeffrey, to adjourn the meeting at 7:15 pm. Motion carried 4-0.**

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Wayne Maras, WCC President

Attest: \_\_\_\_\_  
Brad Bussa, WCC Director

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Hilary Mathis, WCC Secretary

**STREET COMMITTEE  
MINUTES  
SEPTEMBER 29, 2010**

Call to Order: The meeting was called to order at 3:45 P.M. at City Hall.

Members Attending: Committee Members Attending - Brad Powers & JoAnn Ray

City Staff Present: Street Superintendent Bruce Caldwell & Representative Craig Mueller from Wenck Engineering

Public: None

1. 2009 Street Project Review Warranty Items by Craig Mueller from Wenck Engineering: Mueller shared with the group all the warranty items that have been completed. The committee also discussed an email from Hjerpe Construction stating issues about some of the repairs that were on the warranty listing that haven't been completed as of yet. The committee told Mueller to contact Mr. Hjerpe and work out some type of agreement to get these items finalized.
2. September 2010 Flood Discussion: The committee discussed the flooding problems on 18<sup>th</sup> Avenue. The current storm sewers on 18<sup>th</sup> Avenue need to handle all the water from the large water shed north of River Road plus areas outside of the city limits. Because of the heavy rains on September 22<sup>nd</sup> and 23<sup>rd</sup> when we received 9-11 inches in a 24-hour period, the present storm sewer did not handle that large amount of water. Several homes on Red Leaf Court, Maple Park Circle and 18<sup>th</sup> Avenue received water. All the storm sewers in that area are connected to the 36-inch storm sewer main on the east side of 18<sup>th</sup> Avenue which runs south to River Road. This system was built to handle a 4-5 inch rain episode. The majority of the water in the ditch on the west side of 18<sup>th</sup> Avenue drains to the north, not to River Road. Therefore the water on the west side of 18<sup>th</sup> Avenue has to cross 18<sup>th</sup> Avenue via culverts to the storm sewer main on the east side of 18<sup>th</sup> Avenue then down to River Road.

Approximately fifteen years ago Cottonwood County did a reconstruction project on River Road and at that point the city installed a 54-inch storm sewer tile under River Road. This was a proactive move by the city in the event they would ever decide to construct additional storm sewers in the area.

The committee unanimously agreed the city needs to add this additional storm sewer main on the west side of 18<sup>th</sup> Avenue to handle the increasing water loads. The majority of the storm water drainage in the area comes from north of the city limits so the township and county need to be a part of the discussion. Funding for the project would need to be addressed; and if this project is approved, construction could begin in Spring of 2011.

The committee instructed Wenck to put some preliminary numbers together which will be presented to the City Council at the October 19, 2010, meeting for further review.

3. Future Street Reconstruction Projects Discussion: The committee unanimously agreed, due to city budget concerns, that any street reconstruction projects will be put on hold until 2012.
4. Meeting was adjourned at 4:50 p.m.



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
CORPS OF ENGINEERS, ROCK ISLAND DISTRICT  
PO BOX 2004 CLOCK TOWER BUILDING  
ROCK ISLAND, ILLINOIS 61204-2004

CEMVR-PM

MEMORANDUM FOR Commander, US Army Corps of Engineers, Mississippi Valley Division  
(CEMVD-PD-SP/Elizabeth Ivy), P.O. Box 80, 1400 Walnut Street, Vicksburg, Mississippi  
39181-0080

SUBJECT: Federal Interest Determination Fact Sheet – Windom Sec 206 Fish Passage Project,  
Windom, Minn.

1. The Continuing Authorities Program Federal Interest Fact Sheet for the Windom Sec. 206 Fish Passage Project Feasibility Study is submitted for your review (encl). Electronic files have been submitted to your staff.
2. The District finds that this project is highly likely to have a Federal interest and stands ready to begin the feasibility study for this project.
3. The Rock Island District has funding in the amount of \$100,000 available for this study.
4. Questions concerning this document should be addressed to Mr. Hank DeHaan, Section 206 Program Manager, at (309) 794-5853.

SHAWN P. MCGINLEY  
COL, EN  
Commanding

## CONTINUING AUTHORITIES PROJECT FACT SHEET

**1. Project Name:** Windom Fish Passage Sec. 206 Project

- 2.**     **a. Corps District:** Rock Island (MVR)  
          **b. Sponsor:** City of Windom

**3. Congressional Delegation:**

House: Rep. Al Franken, Rep. Amy Klobuchar

Senate: Timothy Walz - 1<sup>st</sup> District

**4. Location:** The study area is the vicinity of a dam located in the City of Windom, Cottonwood County, Minnesota, just south (downstream) of the 6<sup>th</sup> Street Bridge on the Des Moines River; approximately 125 miles southwest of the Twin Cities.

**5. Problem:** The Windom Dam is a low-head concrete structure and has a history of failure since its initial construction in 1878 to power a nearby flour mill. The most recent failure occurred in the spring of 2007 in which the Des Moines River began to cut a channel around the east abutment. Subsequent flood events have scoured the channel such that channel elevation upstream and downstream of the dam is nearly the same. It no longer holds a pool, except during flood events. Due to this new configuration, the force of the current is directed across the original channel and is eroding the right descending bank immediately downstream of the dam. The banks of the river in this area are armored with aging cut stone fill, but the bank is eroding, causing the stone and bank to slough into the river, diminishing the habitat value of the riparian corridor through this section of the river's course. Though fish passage is improved at a normal water elevation by the channel circumventing the dam, during both high water and low water seasonal migrations of many fish species are compromised due to constriction of the new by-pass channel. Since removal of the Jackson Dam in 2010, the Windom dam is the only impediment to fish passage (visible from satellite imagery) on an approximately 130-mile stretch of the river from Talcott Lake State Wildlife Management Area near Southbrook Township, Minnesota to Rutland, Iowa.

This dam and its previous pool are a part of the adjacent city park, 'Island Park' and the Des Moines River in this area is a popular stream for recreational paddle sports. These circumstances draw more people to the vicinity of the dam than rural and wilderness settings. During high water, there is a lethal roller effect downstream of the dam (as was the case before the dam failed). Another risk to public safety is posed by the now-exposed east abutment, which creates a situation in which loss of life or bodily trauma can be caused by the strong current pulling past the concrete monolith.

**6. Alternative Plans:** Two potential project features are proposed at various scales (as individual measures) and would be evaluated in a series of combinations of features and sizes. Using cost effectiveness/incremental cost analysis, the measures will be combined into alternatives that optimize benefits.

*Shoreline Stabilization*

- a. "Hard" and/or Biological Bank Stabilization

*Dam Modification*

- a. Dam Removal  
b. Dam Notching  
c. Dam Lowering

**7. Determination of Federal Interest:** Rock Island District finds that this project has a Federal interest based upon the opportunity reconnect approx. 112 miles of river, to capitalize on other restoration efforts occurring in the watershed and to reduce risk to human life.

a. **NED/NER Assessment:** This project is expected to provide net NER and OSE benefits. The following table outlines a range of projected implementation first costs based upon similar efforts:

	Measure	Low Cost Est.	High Cost Est.
1	Dam Removal	200,000	4,000,000
2	Dam Notching	1,000,000	3,500,000
3	Dam Lowering	1,000,000	3,500,000
4	Bank Stabilization	50,000	300,000

No total projected cost estimate is provided as measures 1, 2 and 3 are mutually exclusive and not all measures will optimize benefits (and will therefore likely not be recommended for implementation).

b. **Environmental Impacts:** As this project is authorized for an ecosystem restoration purpose, it will be designed such that no mitigation will be required. The potential project features include both long-term sustainable and long-term non-sustainable features, outlined in the following table:

	Measure	Sustainable	Non-sustainable
1	Dam Removal	X	
2	Dam Notching		X
3	Dam Lowering		X
4	Bank Stabilization	X	

For the purpose of this report, sustainability means to create and maintain conditions under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic, and other requirements of present and future generations of Americans (Executive Order 13423, January 26, 2007).

The 'dam removal' measure is sustainable because it entails removal of a 'hard' structure, thereby eliminating the need for future operation, maintenance and decommissioning/removal

costs. Within the period of analysis (assumed to be 50 years for the purposes of this report) some stabilization measures may be required to ensure the safety of the 6<sup>th</sup> Street Bridge immediately upstream but it is hoped when the bridge deteriorates that it be replaced with a span with no piers within the channel. Beyond the period of analysis the river is expected to continue to run unimpeded through the potential project area.

The 'dam notching' and 'dam lowering' measures are considered unsustainable because a "hard" structure (the dam) will be modified and will require maintenance throughout the period of analysis. Beyond the period of analysis, it will deteriorate and may need to be replaced or removed at great expense to a future generation of taxpayers.

The 'bank stabilization' feature is considered sustainable because although some stone may be used to construct the features, it will be considered a temporary measure to allow native vegetation to ultimately stabilize the bank. Beyond (or during) the period of analysis, the stone may be washed away, but not before native vegetation is established to hold the bank in place.

**c. Policy Considerations:** No policy waivers are expected at this time.

**8. Views of the local sponsor:** The City of Windom, Minnesota is very excited to be working with the U.S. Army Corps of Engineers to improve and enhance the Des Moines River as a community resource.

The City of Windom is requesting federal assistance for engineering and design work on the dam project (including civil engineering, hydrology studies, design\engineering work for stream restoration and trails) and construction\removal\renovation of the dam.

The dam was originally constructed in 1878 for the Windom Flour Mill. That dam was washed out in 1885 and reconstructed. In 1923 the mill was destroyed by fire and in 1926 the City purchased approximately 50 acres along the Des Moines River which included the old Mill site and area around the dam. After the floods of 1962, which had carried away much of the wooden parts of the dam, the City undertook a major renovation project in the winter of 1962-63 where the dam was repaired and reinforced. In the mid-1980's dam was again repaired.

In the Spring of 2007 the Des Moines River worked its way around the dam structure and is eroding the river bank in Island Park. The City of Windom set up a committee consisting of the Mayor, a City Council member, Minnesota Department of Natural Resources (MN DNR) representatives and two City staff members to discuss this matter and consider options. Due to the existing condition of the Windom Dam the MN DNR had moved up this project to #4 on their priority list. The current situation poses a safety hazard to the public. This focus by the MN DNR presents the City of Windom with an opportunity to fully discuss the status of the dam and possible options with the community. On July 17, 2007 a DNR expert on dams made a presentation to the Windom City Council.

In 2007 the City received State funds for a feasibility study and engineering costs through the MN DNR. In 2008 the City engaged SEH, Incorporated (civil engineering firm) to conduct a feasibility analysis and provide options. Eight options were initially identified and through

public meetings and input these eight options were narrowed to four. These four included dam reconstruction, dam removal and two options of a rock riffle step down structure. Due to cost considerations, the two least expensive options of dam reconstruction and dam removal were discussed further. The City Council voted to table the matter in December 2008 until the City could identify possible State or Federal funding.

The Rock Island District contacted the City in March 2010 about a project that had been submitted to the District by the City of Windom in 2002. Through a follow-up the City met with representatives of the Corps on May 19, 2010 for a tour and discussion of our project. Information from the City of Windom and its engineering firm was submitted to the Corps for its review. The City of Windom is looking forward to working with the Corps on this project.

**9. Project Schedule:**

- |                                    |          |
|------------------------------------|----------|
| a. Execute FCSA:                   | Feb 2011 |
| b. Submit Decision Document:       | Feb 2012 |
| c. Prepare Plans & Specifications: | Jan 2013 |
| d. Award Construction Contract:    | Nov 2014 |

**10. Authorization:** Section 206 of WRDA 1996

**11. Financial information:**

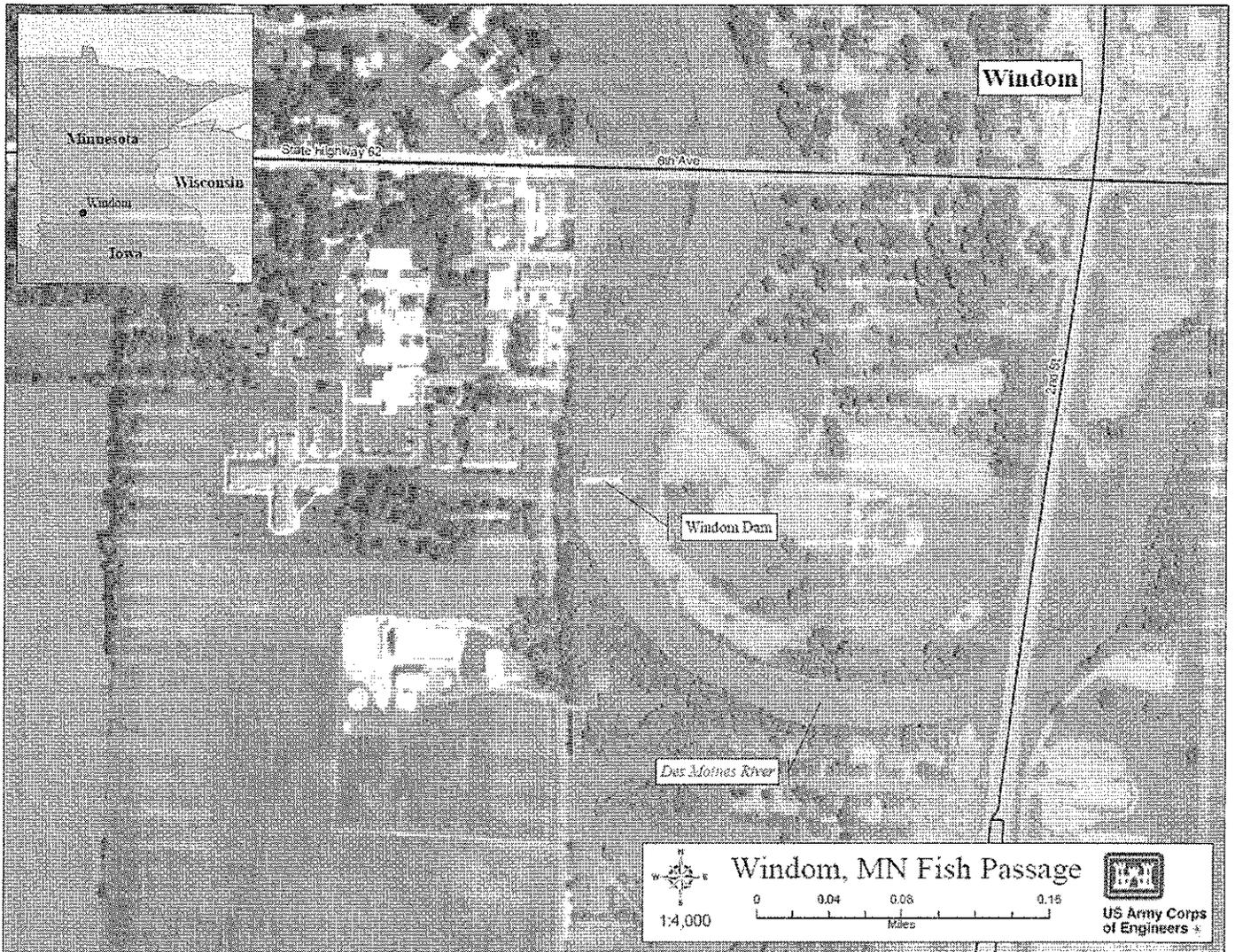
- a. Feasibility Study Cost: \$350,000 (Federal Share: \$236,000)

**12. Funding History:**

	Amounts Specified by Congress	Net Allocations for Fiscal Year
FY03	\$0.00	\$7,900.00
FY09	\$0.00	\$10,000.00
FY10	\$0.00	\$90,000.00
<i>Total</i>	<i>\$0.00</i>	<i>\$110,513.00</i>

**13. Supplemental Information:** It is the policy of the state of Minnesota that projects involving dams require a fish passage component. It is not likely that the state will approve of a project at Windom that does not include fish passage. Aside from that constraint, it is expected that the Federal and state resource agencies will be pleased with another step forward in the restoration of this watershed.

**14. Project Map:** (the alternative with the greatest potential cannot be displayed until environmental benefits modeling and OSE analysis are completed.)





APPLICATION FOR MUNICIPAL LICENSES  
CITY OF WINDOM  
WINDOM, MN

STATE OF MINNESOTA  
COUNTY OF COTTONWOOD  
CITY OF WINDOM

TO: Windom Happy Chef  
C & N Sales  
1607 HWY 71  
Okoboji, IA 51355

This application is appropriate for item or items checked below, for the term of one year from January 1, 2010 to December 31, 2010.

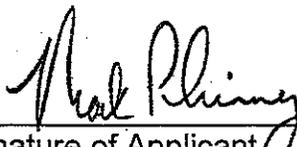
_____ Cigarette License	\$20.00
_____ Game of Skill	\$50.00 - First Game \$15.00 Each Game Thereafter
_____ Theatre	\$25.00

Total 65.00

MN Tax ID # 8394427  
Federal Tax ID # 41-0832131

Dated this 20th Day of September, 2010.

All applications must be received by October 1, 2010.

  
Signature of Applicant



P.O. Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

pd. 9-28-10 (City Receipt No. 79368)

## RESOLUTION #2010-

**INTRODUCED:**

**SECONDED:**

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

### RESOLUTION DECLARING A STATE OF EMERGENCY

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**WHEREAS**, storms brought significant rainfall to Southern Minnesota on September 22 and 23, 2010, causing damage and resulting in flooding which impacted the population of Southern Minnesota including Windom, Minnesota; and

**WHEREAS**, the rainfall and subsequent flooding have caused a significant amount of public and private property damage; and

**WHEREAS**, the Cottonwood County Department of Emergency Management has requested that the Windom City Council declare the City of Windom, Minnesota, in a STATE OF EMERGENCY for conditions resulting from the rainfall events of September 22 and 23, 2010, and subsequent flooding.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council declares the City of Windom, Minnesota, in a State of Emergency for conditions resulting from the rainfall events of September 22 and 23, 2010, and subsequent flooding.

Adopted by the City Council this 5th day of October, 2010.

\_\_\_\_\_  
Kirby G. Kruse, Mayor

ATTEST:

I, Steven Nasby, Windom City Administrator, hereby attest that the foregoing resolution was duly adopted by the Windom City Council on the 5<sup>th</sup> day of October, 2010.

\_\_\_\_\_  
Steven Nasby, City Administrator

# DENNIS L. RICK, LTD.

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## CERTIFIED PUBLIC ACCOUNTANTS

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

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

September 14, 2010

To the City Council  
City of Windom  
Windom, Minnesota

We are pleased to confirm our understanding of the services we are to provide the City of Windom for the year ended December 31, 2010. 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, 2010. 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 supplement the City of Windom's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Windom's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. 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 financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1) Combining and Individual Non-major Fund Financial Statements

### Audit Objective

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 generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements 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.



America Counts on CPAs

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

## **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest 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 monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, 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.

Management is also responsible for making all financial records and related information available to us 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, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements.

## **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 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 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. 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. 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 Control**

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. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. 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.

**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. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

**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 or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit on approximately December 2010 and to issue our reports no later than June 15, 2011. Dennis L. Rick, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. 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 \$28,000. 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 each month 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. 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.<sup>aa</sup> 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.

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.*

Dennis L. Rick, LTD

**RESPONSE:**

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**"Specializing in Ambulance Remounts"**  
801 South East Street ~ P.O. Box 349  
Rock Rapids, IA 51246  
1-800-743-3157  
FAX 712-472-3156  
[www.arrowmfginc.com](http://www.arrowmfginc.com) ~ [info@arrowmfginc.com](mailto:info@arrowmfginc.com)

**DATE: October 1, 2010**

**To: Windom Ambulance Service  
444 9<sup>th</sup> Street  
Windom, MN 56101**

Arrow Manufacturing Inc. hereby proposes to furnish to you, subject to your acceptance of this proposal the following vehicle and equipment in accordance with the attachments hereto:

**\$117,478 New 2010 G4500 Gen2 #264 Marque Type 3 Ambulance with 6.6L Duramax diesel engine, Air ride rear suspension, remounted and refurbished**

**(\$11,900) Trade-in 2004 McCoy Miller remount ambulance in good running condition**

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**\$105,578 TOTAL**

**FOB: Rock Rapids, IA**

Approximate Completion: **90 to 120 working** days after receipt of order and deposit. Completion is dependent on parts availability and any changes made by customer after receipt of order.

Terms: **(30 %)** deposit with receipt of signed proposal  
Remaining balance due upon completion

NOTE: Prices do not include any taxes, title, license, registration and inspection fees unless specifically stated in the attachments hereto.

Arrow Manufacturing Inc. reserves the right to withdraw or amend this proposal if not accepted within **30 days** from the submission date below. Vehicle is Subject to availability.

Respectfully Submitted by:  
**ARROW MFG. INC.**

Agreed and Accepted by:  
**WINDOM AMBULANCE SERVICE**

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(signature)

---

(signature)

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10-1-2010

(proposal date)

---

(acceptance date)



Quote for:

**Windom, MN Ambulance Service**

Marque T3 Gen2 #264 on 2010 G4500 diesel chassis  
good thru: 10/17/10 and pending chassis availability

**TOTAL PRICE**  
**\$117,478**

Qty	Option Code	Description	total price
<b>1.000 CHASSIS</b>			
1	1.105	Supply new 2010 GM G4500 (159"wb DRW) cutaway chassis for remount, 6.6L Duramax tur	\$39,651
1	1.202	Install Air Ride rear suspension with kneeler air-dump	\$5,740
1	1.212	Air ride to be activated by left rear patient door with over-ride switch inside right rear patient	\$0
1	1.301	Fabricate and install custom metal front console with drink holders and map/binder storage	\$750
1	1.401	Install (2) new 100 amp siren drivers and cast through-the-bumper siren speakers (T3)	\$950
1	1.411	Install new Buell dual air horn system	\$1,428
1	1.412	Air horns to be activated by driver's side foot switch AND steering wheel horn (via switch)	\$120
1	1.451	Install PIAA clear fog lights on front bumper	\$278
1	1.581	Install Velvac heated/remote mirrors on chassis	\$563
1	1.602	Install new aluminum diamondplate running boards with punched holes	\$526
1	1.701	Install new 16" stainless steel wheel covers	\$296
1	1.985	Install black rubber floor mats	\$37
<b>2.000 BODY</b>			
1	2.001	Complete modular body structural integrity inspection	\$0
1	2.101	Remount body (T3-T3) (chassis model change)	\$19,900
1	2.401	Install body side window on right side above squad bench	\$900
1	2.502	Retain cab-body door; provide lock from driver's side	\$0
1	2.801	Treat all exposed painted edges and any areas with dissimilar metal contact with ECK corros	\$92
<b>3.000 PAINT/STRIPING/LETTERING</b>			
1	3.099	PPG Certified paint processes	\$0
1	3.102	Repaint entire modular body to match chassis (D2 - includes complete disassembly before p	\$9,520
1	3.551	Reflective striping installed on edges of all entry and compartment doors	\$80
1	3.699	Custom printed vinyl lettering and graphics package	\$1,800
<b>4.000 EXTERIOR ELECTRICAL</b>			
1	4.098	ALL LED WARNING LIGHTS TO HAVE COLORED LENSES (unless otherwise specified)	\$0
1	4.102	Install (2) new Whelen LINZ6 LED warning lights (1 RED, 1 BLUE) in front grille (clear lens v	\$500
1	4.181	Install wig-wag headlight flasher	\$242
1	4.202	Install (2) new Whelen LINZ6 LED intersection warning lights (1 RED, 1 BLUE) on front fend	\$500
1	4.241	Install (2) new Whelen 700 series Super LED intersection warning lights (1 RED, 1 BLUE) or	\$500
1	4.302	Install (4) new Whelen 900 series Super LED warning lights (2 RED, 2 BLUE) on front of boc	\$1,553
1	4.401	Install (4) new Whelen 900 series Super LED warning lights (2 RED, 2 BLUE) on sides of bo	\$1,428
1	4.561	Install (2) new RED Whelen 900 series LED warning/brake lights on rear of modular body at	\$814
1	4.581	Install (1) new amber Whelen 900 series Super LED warning light at rear center of modular t	\$357
1	4.601	Install new Whelen 600 series LED brake, LED turn lamp, and incandescent back-up light as	\$520
1	4.651	Replace all marker lights with new LED equivalents	\$350
1	4.701	Install (4) new Whelen 900 series clear halogen scene lights: (2) each side upper corners	\$376
1	4.702	Install (2) new Whelen 900 series clear halogen scene lights at rear above doors	\$204
18	4.781	Install chrome bezels on (qty) Whelen 900 series lights	\$274
1	4.853	Install new 30 amp Marinco twist-lock shore line outlet (cord end to ship loose)	\$207
1	4.901	Replace all exterior compartment and entry door switches with new switches of original type :	\$160

5.000		INTERIOR ELECTRICAL	
1	5.101	Replace/Update modular body with new electrical system	\$0
1	5.151	Install new front switch panel and re-use/refurbish rear switch panel	\$200
1	5.201	Re-use existing siren head	\$56
1	5.451	Inspect all interior dome lights and lenses for operation and appearance - replace as needed	\$92
8	5.455	Install (qty) Whelen LED interior dome lights (8" round)	\$1,336
1	5.491	Install a new 15 minute timer for patient area illumination	\$198
2	5.701	Install (qty) additional 110v A/C outlets	\$625
2	5.751	Install (qty) additional 12v (cigarette lighter style) outlets in front and rear consoles	\$194
1	5.801	Install new 1100 Watt Dimensions Unlimited inverter/battery conditioner	\$1,200
1	5.901	Mount customer supplied radios - customer to have local provider do final installation/hook-u	\$0
1	5.999	Convert exhaust fan to 3-speed	\$142
6.000		HVAC/VENTILATION/OXYGEN/VACUUM	
1	6.101	New Heat & A/C unit with hoses, fittings, and thermostat (T3)	\$1,434
1	6.501	Leak test oxygen system	\$0
1	6.521	O2 outlets to be "Ohio" style	\$0
1	6.541	Install (1) additional O2 outlet in right wall above squad bench	\$524
1	6.801	Test suction pump for proper operation and inspect vacuum lines - replace as needed	\$0
1	6.901	Inspect patient compartment exhaust fan for proper operation and replace as needed	\$0
7.000		OUTSIDE FINISH	
1	7.102	Polish and re-use aluminum diamondplate rock guards, rub rails, etc.	\$398
1	7.202	Polish and re-install rear bumper	\$588
1	7.302	Polish and re-install fenderettes	\$174
1	7.401	Adjust and lubricate all compartment and entry door latches & hardware - replace as necessary	\$620
1	7.451	Install all new door seals on all compartment and entry doors	\$0
1	7.457	Install new drip moldings above all compartments and entry doors	\$0
1	7.481	Install non-skid on all grip surfaces of exterior door latches	\$0
8.000		INSIDE FINISH	
1	8.102	Install new non-skid, roll up floor Lonseal Lonplate II (dark gray) - Gunmetal (#424) (includes	\$1,490
1	8.161	Install stainless steel thresholds on all modular entry door openings	\$79
1	8.166	Re-install cot mount provisions for center location only (35A compatible)	\$81
1	8.181	Re-install the cot safety catch	\$40
1	8.202	Upgrade action area countertop with Corion (or similar) material	\$712
2	8.241	Install equipment pole	\$192
1	8.401	Inspect all interior cabinet plexiglass for appearance and operation - replace as needed	\$160
1	8.499	Install cabinet above CPR seat	\$750
1	8.502	Install coded combination lock on drug cabinet (top portion of ALS)	\$264
1	8.598	Install rubber matting in interior cabinets	\$240
1	8.599	Install windows in ALS cabinet doors	\$438
1	8.601	Inspect existing squad bench seat belts for wear and operation - replace as needed	\$80
1	8.622	Install A-Post at head of the squad bench	\$462
1	8.701	Inspect all modular upholstery for damage and reupholster with matched color as needed	\$344
1	8.721	Reupholster all with blue vinyl	\$1,280
1	8.741	Install new EVS Child Safety Seat	\$973
1	8.799	Install new swivel pedestal beneath Captain's Chair	\$296
1	8.789	Install a second over-head handrail in mod	\$464
1	8.861	Install glove box holders above side crew door with cushion protection (slotted plexiglass cov	\$504
1	8.891	Install a new dry-erase whiteboard with pens	\$44
9.000		MISC	
1	9.101	Wax and Clean entire truck inside and outside (Grade A)	\$590
1	9.109	Performance test entire vehicle and inspect with 100+ point checklist	\$0
1	9.301	Fleet incentive (reflected in chassis price)	\$0
1	9.891	Gen2 Modular Box provided by ARROW (Marque #264)	\$9,600
1	9.901	Transfer customer's license plates to new truck	\$0
1	9.998	Quote FOB Rock Rapids, IA	\$0
1		<b>TOTALS</b>	<b>\$117,478</b>



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801 South East Street - P.O. Box 349  
Rock Rapids, IA 51246  
1-800-743-3157  
FAX 712-472-3156  
www.arrowmfginc.com ~ info@arrowmfginc.com

## **WARRANTY CERTIFICATE**

The following are the Warranties offered by Arrow Manufacturing, Inc.

Modular Structural Warranty shall be twenty (20) years from the date of delivery of vehicle. Warranty shall include material and workmanship.

Ambulance Conversion Warranty shall be five (5) years from the date of delivery of the vehicle. Ambulance shall be free of substantial defects and shall include material and workmanship.

Ambulance Electrical Wiring System Conversion Warranty shall be seven (7) years from date of delivery of the vehicle. Items not manufactured or installed by Arrow Manufacturing, Inc. shall be excluded and or otherwise covered under the warranty of the specific component Manufacturer.

PPG Ambulance Paint Conversion Warranty shall be five (5) years from the date of delivery. Paint warranty shall cover any painting done by Arrow Manufacturing on the modular body and on the chassis. Corrosion is not included.

One (1) Year General Warranty from Date of Pick Up/Delivery to the original retail purchaser to be free from defects in material and workmanship supplied or performed by Arrow Manufacturing under normal use and service. The following items are excluded by Arrow Manufacturing warranty.

- Chassis or items supplied by chassis manufacturer
- Tires, tire balancing, or wheel alignments
- General tightening, light bulbs or headlamp adjustments
- Separately manufactured items installed by Arrow including, but not limited to: batteries, sirens, battery chargers, inverters, lightbars and similar equipment. These are covered by warranties supplied by the manufacturer of the components. Arrow will facilitate the warranty and replacement of the defective component.
- Normal wear, abuse, accident, negligence or unapproved alteration of original parts.

Should repairs become necessary under the terms of this warranty, the extent of that repair shall be determined solely by Arrow Manufacturing and shall be authorized prior to any work performed.

Chassis Warranty shall be covered by the Chassis Manufacturer.

**RESOLUTION #2010-**

**INTRODUCED:**

**SECONDED:**

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

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

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

**WHEREAS**, the City of Windom has received a donation from the Windom Arena Booster Club of 40 chairs for the Windom Arena with a total valuation of \$908.60.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council accepts the donation of 40 chairs, with a total valuation of \$908.60, from the Windom Arena Booster Club to be used at the Windom Arena.

Adopted by the Council this 5<sup>th</sup> day of October, 2010.

\_\_\_\_\_  
Kirby G. Kruse, Mayor

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

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	BRIGITTE OLSON	MILEAGE	98.40
CITY OFFICE	PITNEY BOWES	RENTAL CHARGES	29.84
CITY OFFICE	SELECTACCOUNT	ADM FEE	86.01
	Total for Department 103		214.25*
P & Z / BUILDING OFF	ELECTRIC FUND	MAINTENANCE	15.24
P & Z / BUILDING OFF	PITNEY BOWES	RENTAL CHARGES	29.84
	Total for Department 106		45.08*
CITY HALL	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
CITY HALL	MN ENERGY RESOURCES	HEATING	18.91
	Total for Department 115		30.91*
POLICE	ELECTRIC FUND	MAINTENANCE	15.24
POLICE	WINDOM AUTO VALU	MAINTENANCE	24.56
POLICE	TODD HYATT	EQUIPMENT	67.78
POLICE	LANGUAGE LINE SERVIC	SERVICE	98.15
POLICE	PITNEY BOWES	RENTAL CHARGES	29.84
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	135.63
POLICE	FLEET SERVICES DIVIS	LEASE CAR	2,488.68
POLICE	UNICEL	TELEPHONE	188.08
POLICE	CORY HILLESHEIM	EXPENSE	34.11
	Total for Department 120		3,082.07*
FIRE DEPARTMENT	ELECTRIC FUND	MAINTENANCE	3.10
FIRE DEPARTMENT	WINDOM AUTO VALU	MAINTENANCE	50.18
FIRE DEPARTMENT	SCHWALBACH HARDWARE	MAINTENANCE	-2.76
FIRE DEPARTMENT	CARQUEST AUTO PARTS	MAINTENANCE	27.01
	Total for Department 125		77.53*
STREET	WINDOM AUTO VALU	MAINTENANCE	119.43
STREET	BARRY MARCY	REIMBURSE SAFETY SHOES	50.00
STREET	MN ENERGY RESOURCES	HEATING	36.50
STREET	PITNEY BOWES	RENTAL CHARGES	29.84
STREET	SCHWALBACH HARDWARE	MAINTENANCE	35.26
STREET	STAPLES OIL CO	FUEL	124.45
STREET	CARQUEST AUTO PARTS	MAINTENANCE	304.22
	Total for Department 140		699.70*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
	Total for Department 145		128.00*
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	174.52
	Total for Department 165		174.52*
	Total for Fund 01		4,452.06*
LIBRARY	AUDIO GO	BOOKS	112.26
LIBRARY	CENTER POINT LARGE P	BOOKS	42.54
LIBRARY	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
LIBRARY	GALE	BOOKS	543.34

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	JOAN HUNTER	MILEAGE	33.00
LIBRARY	INGRAM	BOOKS	1,013.08
LIBRARY	J & K WINDOWS	CLEANIG	20.00
LIBRARY	KDOM RADIO	ADVERTISING	60.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	418.60
LIBRARY	MN ENERGY RESOURCES	HEATING	40.12
LIBRARY	PLUM CREEK LIBRARY	PLAT BOOK	20.20
LIBRARY	READERS SERVICE	BOOK	40.22
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	4.80
LIBRARY	SOUTHERN LIVING	SUBSCRIPTION	36.00
LIBRARY	ALASKA MAGAZINE	SUBSCRIPTION	24.00
LIBRARY	ROMANTIC HOMES	SUBSCRIPTION	26.88
	Total for Department 171		2,447.04*
	Total for Fund 03		2,447.04*
AIRPORT	MN DEPT OF ADMINISTR	TELEPHONE	46.45
AIRPORT	PITNEY BOWES	RENTAL CHARGES	29.84
AIRPORT	SCHWALBACH HARDWARE	MAINTENANCE	34.69
	Total for Department 174		110.98*
	Total for Fund 11		110.98*
POOL	SCHWALBACH HARDWARE	MAINTENANCE	145.92
	Total for Department 175		145.92*
	Total for Fund 12		145.92*
AMBULANCE	LONDA FOSHEIM	EXPENSE	11.11
AMBULANCE	TIM HACKER	EXPENSE	26.14
AMBULANCE	Verizon Wireless	TELEPHONE	89.91
AMBULANCE	PITNEY BOWES	RENTAL CHARGES	29.84
AMBULANCE	BRAD POWERS	EXPENSE	10.48
AMBULANCE	KIM POWERS	EXPENSE	98.80
AMBULANCE	ALLAN REMPEL	EXPENSE	30.31
AMBULANCE	CARQUEST AUTO PARTS	MAINTENANCE	38.96
	Total for Department 176		335.55*
	Total for Fund 13		335.55*
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	83.08
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	219.61
	Total for Department 177		302.69*
	Total for Fund 14		302.69*
SCDP	SW MN HOUSING PARTNE	DRAW REQUEST #14	13,759.00
	Total for Department 163		13,759.00*
	Total for Fund 17		13,759.00*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
RIVER BLUFF EST REV	CHUCK MAU	PROP IMPR DRAW	118.09
		Total for Department 019	118.09*
		Total for Fund 19	118.09*
LIQUOR	COTTONWOOD COUNTY SO	ELECTRONICS PICK UP	10.00
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,636.95
LIQUOR	PITNEY BOWES	RENTAL CHARGES	29.84
LIQUOR	SCHWALBACH HARDWARE	MAINTENANCE	9.61
LIQUOR	BANK MIDWEST	NSF CHECK - RIVER BEND L	62.60
		Total for Department 180	2,749.00*
		Total for Fund 60	2,749.00*
WATER	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	1.45
WATER	ELECTRIC FUND	MAINTENANCE	48.86
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	269.07
WATER	MII LIPE	VEBA	675.00
WATER	MN ENERGY RESOURCES	HEATING	517.36
WATER	PITNEY BOWES	RENTAL CHARGES	29.84
WATER	SCHWALBACH HARDWARE	MAINTENANCE	450.77
WATER	CARQUEST AUTO PARTS	MAINTENANCE	4.77
		Total for Department 181	1,997.12*
		Total for Fund 61	1,997.12*
	ELECTRIC FUND	STOP PAY CHARGE FOR P ED	20.00
	ELECTRIC FUND	UTILITY PREPAY/K THOMAS	170.48
	MN DEPT OF COMMERCE	REFUND PREPAYMENT KEVIN	129.52
	STAPLES OIL CO	FUEL	682.64
	PETER EDWARDS	RE ISSUE UTILITY PREPAY-	105.00
		Total for Department	1,107.64*
ELECTRIC	CENTRAL MINNESOTA MU	POWER COST	290,556.76
ELECTRIC	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	2.95
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	269.07
ELECTRIC	CHERYL LILLEGAARD	MILEAGE	27.00
ELECTRIC	MN ENERGY RESOURCES	HEATING	18.17
ELECTRIC	PITNEY BOWES	RENTAL CHARGES	29.84
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	165.10
ELECTRIC	SKARSHAUG TESTING LA	SUPPLIES	329.66
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	116,206.26
ELECTRIC	WESTERN COMMUNITY AC	2010 CIP PROGRAM	3,136.00
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	183.31
ELECTRIC	BANK MIDWEST	NSF CHECK	237.85
		Total for Department 182	411,161.97*
		Total for Fund 62	412,269.61*
SEWER	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	1.55

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	ELECTRIC FUND	MAINTENANCE	215.38
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	269.06
SEWER	MN ENERGY RESOURCES	HEATING	68.58
SEWER	PITNEY BOWES	RENTAL CHARGES	29.84
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	211.02
	Total for Department 183		795.43*
	Total for Fund 63		795.43*
ARENA	ELECTRIC FUND	MAINTENANCE	41.29
ARENA	MN ENERGY RESOURCES	HEATING	121.11
ARENA	PITNEY BOWES	RENTAL CHARGES	29.84
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	1,431.08
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	369.85
	Total for Department 184		1,993.17*
	Total for Fund 64		1,993.17*
ECONOMIC DEVELOPMENT	PITNEY BOWES	RENTAL CHARGES	29.84
	Total for Department 187		29.84*
	Total for Fund 67		29.84*
TELECOMMUNICATIONS	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	3.00
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	807.18
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	12.28
TELECOMMUNICATIONS	PITNEY BOWES	RENTAL CHARGES	89.52
TELECOMMUNICATIONS	RFD TV	SUBSCRIBER	194.81
	Total for Department 199		1,106.79*
	Total for Fund 69		1,106.79*
	AFLAC	INSURANCE	397.84
	Total for Department		397.84*
	Total for Fund 70		397.84*
	Grand Total		443,010.13*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
CITY OFFICE	STEVE NASBY	EXPENSE	161.62
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	80.00
CITY OFFICE	BANK MIDWEST INSURAN	SURETY BOND	144.00
	Total for Department 103		392.12*
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
P & Z / BUILDING OFF	MARY HENSEN	COPIES OF PLAT SURVEY	6.00
	Total for Department 106		36.50*
CITY HALL	JOE'S LAWN CARE	MOW LAWN	40.00
	Total for Department 115		40.00*
POLICE	KENT P. KELLY	EXPENSE	259.56
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	MN NCPERS LIFE INSUR	INSURANCE	144.00
POLICE	JEFFREY SHIRKEY	EXPENSE	8.31
	Total for Department 120		434.37*
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	2,011.48
FIRE DEPARTMENT	MUNICIPAL EMERGENCY	SERVICE	843.50
	Total for Department 125		2,854.98*
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	200.00
	Total for Department 130		200.00*
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
STREET	MN NCPERS LIFE INSUR	INSURANCE	96.00
STREET	P.M. REPAIR & DETAIL	MAINTENANCE	48.28
	Total for Department 140		150.78*
PARKS	MN NCPERS LIFE INSUR	INSURANCE	32.00
	Total for Department 165		32.00*
	Total for Fund 01		4,140.75*
LIBRARY	USA TODAY	SUBSCRIPTION	195.00
	Total for Department 171		195.00*
	Total for Fund 03		195.00*
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	2,916.71
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	1,103.53
AMBULANCE	OWAR CHAM	REFUND - AMBULANCE	70.00
AMBULANCE	JAMES S HARDER	REFUND - AMBULANCE	198.01
	Total for Department 176		4,288.25*
	Total for Fund 13		4,288.25*
MULTI-PURPOSE BUILDI	MN NCPERS LIFE INSUR	INSURANCE	32.00

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 177	32.00*
		Total for Fund 14	32.00*
	MN DEPT OF EMPLOY & E LOAN REPAYMENT SPAP-99-\$		3,138.80
		Total for Department	3,138.80*
PM REVOLVING LOAN FU MN DEPT OF EMPLOY & E LOAN REPAYMENT SPAP-99-\$			26.20
		Total for Department 172	26.20*
		Total for Fund 15	3,165.00*
RIVER BLUFF EST REV	STEVE MAU	LOAN FOR BASEMENT REMODE	1,045.94
		Total for Department 019	1,045.94*
		Total for Fund 19	1,045.94*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	6,750.59
LIQUOR	CITIZEN PUBLISHING C	SUBSCRIPTION	43.00
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	3,426.47
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	3,707.95
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	553.13
LIQUOR	JOHNSON BROS.	MERCHANDISE	2,766.47
LIQUOR	MN NCPERS LIFE INSUR	INSURANCE	32.00
LIQUOR	MN ENERGY RESOURCES	HEATING	62.02
LIQUOR	PEPSIAMERICAS	MERCHANDISE	173.00
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	2,453.00
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	7,806.22
		Total for Department 180	27,773.85*
		Total for Fund 60	27,773.85*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	131.25
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
WATER	MN AWWA	REGISTRATION	90.00
WATER	MN NCPERS LIFE INSUR	INSURANCE	40.00
WATER	JON BONDHUS	REFUND - STATEMENT CREDI	2.28
		Total for Department 181	270.03*
		Total for Fund 61	270.03*
	JON BONDHUS	REFUND - STATEMENT CREDI	1.10
	KALLI WHITEFORD	REFUND - UTILITY PREPAYM	125.00
		Total for Department	126.10*
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	131.25
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
ELECTRIC	MN NCPERS LIFE INSUR	INSURANCE	96.00
ELECTRIC	JON BONDHUS	REFUND - STATEMENT CREDI	16.00
		Total for Department 182	249.75*

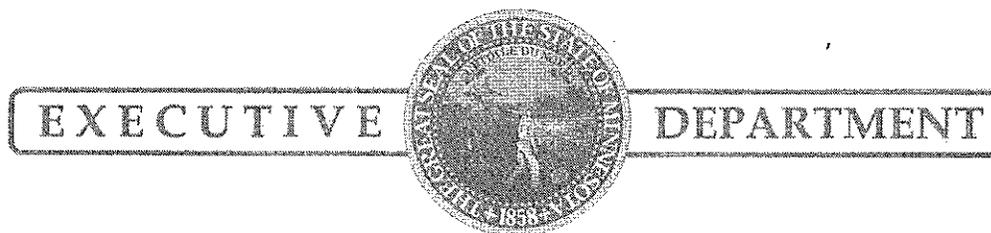
CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 62			375.85*
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	131.25
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	6.50
SEWER	MN NCPERS LIFE INSUR	INSURANCE	56.00
SEWER	JON BONDHUS	REFUND - STATEMENT CREDI	3.41
Total for Department 183			197.16*
Total for Fund 63			197.16*
ARENA	MN NCPERS LIFE INSUR	INSURANCE	32.00
Total for Department 184			32.00*
Total for Fund 64			32.00*
	ELECTRIC FUND	LOAN PAYABLE FROM EDA SP	677.99
	BANK MIDWEST	LOAN PAYMENT	1,233.36
Total for Department			1,911.35*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	153.00
ECONOMIC DEVELOPMENT	COTTONWOOD CO TREASU	TAXES	7,722.00
ECONOMIC DEVELOPMENT	ELECTRIC FUND	LOAN PAYABLE FROM EDA SP	271.51
ECONOMIC DEVELOPMENT	MN NCPERS LIFE INSUR	INSURANCE	24.00
ECONOMIC DEVELOPMENT	SCHWALBACH HARDWARE	MAINTENANCE	312.27
ECONOMIC DEVELOPMENT	STAR TRIBUNE	SUBSCRIPTION	117.00
ECONOMIC DEVELOPMENT	MARY HENSEN	COPIES OF PLAT SURVEY	4.00
ECONOMIC DEVELOPMENT	BANK MIDWEST	LOAN PAYMENT	2,766.64
Total for Department 187			11,370.42*
Total for Fund 67			13,281.77*
RIVERBLUFF ESTATES	BRADY POWERS	MOWING	145.00
Total for Department 166			145.00*
Total for Fund 68			145.00*
	IRENE KOENEKAMP	REFUND - STATEMENT CREDI	2.23
	CARRIE LEMONS	REFUND - STATEMENT CREDI	.93
Total for Department			3.16*
TELECOMMUNICATIONS	AT & T	USAGE CHARGES	2.08
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	3,400.00
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	393.75
TELECOMMUNICATIONS	MN NCPERS LIFE INSUR	INSURANCE	64.00
TELECOMMUNICATIONS	QUEST	TELEPHONE	104.77
TELECOMMUNICATIONS	QWEST COMMUNICATIONS	LEXIS BILLING SERVICE	175.37
TELECOMMUNICATIONS	IRENE KOENEKAMP	REFUND - STATEMENT CREDI	32.48
TELECOMMUNICATIONS	CARRIE LEMONS	REFUND - STATEMENT CREDI	13.66
Total for Department 199			4,186.11*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 69			4,189.27*
	JOHNSON COUNTY COURT	PAYROL DEDUCTION CDDM013	1,202.00
	LAW ENFORCMENT	LABOR UNION DUES	252.00
	LOCAL UNION #949	UNION DUES	1,386.70
	MN BENEFIT ASSOCIATI	INSURANCE	228.74
	MN NCPERS LIFE INSUR	INSURANCE	32.00
Total for Department			3,101.44*
Total for Fund 70			3,101.44*
Grand Total			62,233.31*

# STATE of MINNESOTA



**TIM PAWLENTY**  
**GOVERNOR**

## **EMERGENCY EXECUTIVE ORDER 10-14**

### **DECLARING A STATE OF EMERGENCY IN THE STATE OF MINNESOTA**

I, TIM PAWLENTY, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and applicable statutes, including Minnesota Statutes 2009, Chapter 12, do hereby issue this Executive Order:

WHEREAS, a heavy rainfall has resulted in flooding in southern Minnesota, which necessitated road closures and threatened both public and private property; and

WHEREAS, near-record rainfall has been forecast for multiple locations in the southern half of the state and additional significant rainfall is expected in the next week; and

WHEREAS, it is anticipated that U.S. Army Corps of Engineers Emergency Operations Assistance for multiple affected communities will be required; and

WHEREAS, dangerous flooding conditions are likely to persist in the coming weeks and these conditions have created an imminent danger to persons and property including areas in Blue Earth, Brown, Carver, Chippewa, Cottonwood, Dakota, Dodge, Faribault, Fillmore, Freeborn, Goodhue, Houston, Jackson, Lac Qui Parle, Le Sueur, Lincoln, Lyon, Martin, Mower, Murray, Nicollet, Nobles, Olmsted, Pipestone, Ramsey, Rice, Rock, Scott, Sibley, Steele, Wabasha, Waseca, Watonwan, Winona and Yellow Medicine Counties; and

WHEREAS, the conditions present an immediate need to activate emergency resources to prepare for and combat the flood conditions and the resources of the affected local and county governments are inadequate to meet the demands generated by the flooding conditions; and

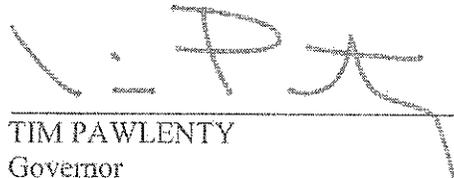
WHEREAS, emergency assets and personnel from the Minnesota National Guard may be needed.

NOW, THEREFORE, I hereby order that:

1. A State of Emergency pursuant to Minnesota Statutes 2009, Section 12.31 exists.
2. The Department of Public Safety, Division of Homeland Security and Emergency Management will activate the Minnesota Emergency Operations Plan, the provision of on-site support and assistance to the affected local governments, and determine the need for supplementary disaster aid.
3. All state agencies are directed to provide the assistance necessary to help local units of government respond to and recover from this emergency.
4. The Adjutant General of Minnesota will order to state active duty on or about September 23, 2010, in the service of the State, such personnel and equipment of the military forces of the State as required to provide assistance in preparing for the emergency and in providing emergency relief services.
5. The Adjutant General is authorized to purchase, lease or contract goods or services necessary to accomplish the mission. The cost of subsistence, transportation, fuel, pay and allowances of said individuals shall be defrayed from the general fund of the State, as provided for in Minnesota Statutes 2009, Sections 192.49, 192.52 and 192.54.

Pursuant to Minnesota Statutes 2009, Section 4.035, Subdivision 2, this Order is effective immediately and shall remain in effect until the emergency status no longer requires emergency response. The peacetime emergency can be extended by the Executive Council or the Legislature in accordance with Minnesota Statutes 2009, Section 12.31, Subdivision 2. The portion of this order activating the National Guard is not subject to any time limitation contained in Minnesota Statutes 2009, Chapter 12.

IN TESTIMONY WHEREOF, I have set my hand this 23rd day of September, 2010.

  
TIM PAWLENTY  
Governor

Filed According to Law:

  
Mark Ritchie  
Secretary of State



**Main Identity**

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**From:** "League of MN Cities" <LMCInfo@lmc.org>  
**To:** "Windom" <snasby@windom-mn.com>  
**Sent:** Monday, September 20, 2010 12:45 PM  
**Attach:** LMC Memberships Dues Invoice 144884.pdf; Mayors Dues Invoice.pdf  
**Subject:** Official 2011 LMC Dues Statement

Attached is your city's 2011 League of Minnesota Cities dues statement. Please print the attached invoice and return with your payment.

Dear Member City Official:

As the League's new fiscal year begins, cities continue to face severe financial challenges and unexpected consequences from the economic crisis. We remain committed to providing you the resources, guidance, and services your city needs. Budgets are still getting tighter and state aid payments are no longer reliable, so there is important work to do on finding a solution to help solidify the state's commitment to cities.

In the meantime, the League is here to help make sure your city continues to run as smoothly as possible. We've worked to make it easy for you to find information resources and services that can help reduce costs, avoid claims or common mistakes, and plan for the future.

**Take full advantage of your LMC membership**

You can view a short [video orientation](#) to make sure your city is aware of the many resources available to you as part of your membership. We strongly encourage you to get familiar with the wide range of programs, services, information resources, and learning opportunities your dues help to support.

**Working smarter**

The League is continually working to reduce costs and find more efficient ways to serve member cities while providing the level of service and expertise you rely upon. One change you've likely noticed is that we are using more electronic methods of communication. This electronic distribution of your city's dues statement is an example of this shift, as is the elimination of printed annual reports, publishing fewer issues of Minnesota Cities magazine, and reducing the printing and mailing of information and marketing pieces. In 2010 we were able to provide timely, relevant information and urgent news via webinars which were heavily utilized. We are also continuing to create low-cost online training courses for your employees (City Learning Point & PATROL) that save time and resources.

**We want to hear from you**

The dues your city pays support valuable information and services for your city and the Minnesota city community. Cities continually face new and unique issues they haven't dealt with before, and we are here to help. Our research and inquiry staff answer over 5000 calls from members. Remember, the League is your organization and we welcome your feedback and ideas about how we can better meet your needs.

Thank you for being a member of the League of Minnesota Cities.

Sincerely,

James F. Miller  
Executive Director



Invoice Number: 144884

# Membership Dues Invoice

Effective during 2010-2011

**City:** Windom

**Population:** 4,323

**Amount Due:** \$3,922

*(Dues amount rounded to nearest dollar.)*

**Membership dues calculated based on the table below:**

Population

249 OR LESS .....	\$333
250-4,999 .....	\$116 PLUS 88.05 CENTS PER CAPITA
5,000-9,999 .....	\$919 PLUS 71.98 CENTS PER CAPITA
10,000-19,999 .....	\$1,992 PLUS 61.24 CENTS PER CAPITA
20,000-49,999.....	\$6,800 PLUS 37.20 CENTS PER CAPITA
50,000-299,999 .....	\$20,126 PLUS 10.55 CENTS PER CAPITA
300,000 AND OVER .....	\$33,896 PLUS 5.96 CENTS PER CAPITA
Special Districts.....	\$1,485

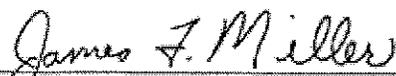
*(Population represents the 2009 State Demographer and Metropolitan Council Estimate)*

**For membership dues in the League of Minnesota Cities for the year beginning September 1, 2010. Annual dues for membership in the League of Minnesota Cities include subscriptions to *Minnesota Cities* magazine.\* Pursuant to the disclosure requirements of Minnesota Statutes, Section 6.76, the proportionate amount of dues spent for lobbying purposes is 11.99%.**

Payment from Public Funds Authorized by Minn. Stats, Sec. 465.58

**I declare under the penalties of law that the foregoing account is just and correct and that no part of it has been paid.**

**Dated: September 1, 2010**

  
James F. Miller  
Executive Director, League of Minnesota Cities

**Please Remit To:**  
Finance Department  
League of Minnesota Cities  
145 University Ave W  
St Paul, MN 55103-2044  
  
Questions: [billing@lmc.org](mailto:billing@lmc.org)

\*Annual dues include subscriptions to *Minnesota Cities* magazine at \$30 per subscription according to the following schedule based on population: 249 or less, 6; 250-4999, 11; 5000-9999, 15; 10000-19999, 20; 20000-49999, 25; 50000-299999, 30; 300000+, 35. For further information on subscriptions contact the League offices. This information is given in order to meet postal regulations. Please do not change your address without notifying the League. The League will routinely communicate via e-mail with your city's staff and elected officials as part of your membership in the League.



Minnesota  
Mayors  
Association

MMA Executive Committee  
2010-2011

President  
**Tom Kuntz**  
Owatonna  
(507) 444-4389  
[mayor@ci.owatonna.mn.us](mailto:mayor@ci.owatonna.mn.us)

1st Vice President  
**Randy Gilbert**  
Long Lake  
(612) 850-6758  
[randygil@usfamily.net](mailto:randygil@usfamily.net)

2nd Vice President  
**Holly Dahl**  
Lakeville  
(612) 840-3245  
[hollvksd@aol.com](mailto:hollvksd@aol.com)

3rd Vice President  
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4th Vice President  
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Secretary  
**Mark Voxland**  
Moorhead  
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[voxrn@comoorhead.com](mailto:voxrn@comoorhead.com)

Treasurer  
**Jim Miller**  
LMC  
(651) 281-1205  
[jmiller@lmc.org](mailto:jmiller@lmc.org)

Past President  
**Mary Hamann-Roland**  
Apple Valley  
(952) 953-2501  
[info@ci.apple-valley.mn.us](mailto:info@ci.apple-valley.mn.us)

Secretariat services  
provided by:  
League of Minnesota Cities  
145 University Avenue West  
St. Paul, MN 55103-2044  
(651) 281-1200

# INVOICE

FOR MEMBERSHIP DUES IN THE MINNESOTA MAYORS  
ASSOCIATION

For the Fiscal Year Beginning September 1, 2010

Annual Dues  
for

**Minnesota Mayors Association Membership.....\$20.00**

Minnesota Mayors Association Membership Dues for:

Mayor \_\_\_\_\_

City \_\_\_\_\_

Mayor's E-mail (only) \_\_\_\_\_

Make Check Payable To: **League of Minnesota Cities**

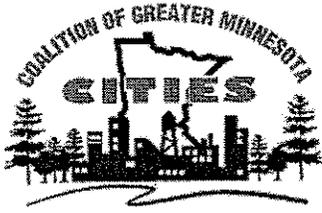
Send To: Minnesota Mayors Association  
c/o Finance Department  
League of Minnesota Cities  
145 University Avenue West  
St. Paul, MN 55103-2044

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Payment from public funds authorized by Minn. Stat., Sec. 471.96

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Please return this form with payment. Questions regarding this invoice may be referred to the League Finance Department at 651-281-1200.



Coalition of Greater Minnesota Cities

# CGMC in Brief

September 16, 2010

Contact: Tim Flaherty  
651-225-8840

## Gubernatorial candidates release more details for budget plans

This week, all three candidates for governor released new details of their budget plans. On Tuesday, Mark Dayton's campaign held a press conference to announce that his original goal of raising \$4 billion in taxes fell short after the Department of Revenue determined his increase in the income tax would only raise \$1.9 billion. In combination with other revenue estimates on Dayton's website, this leaves his total tax plan \$875 million short. Dayton's campaign said that it would go back to the drawing board for new sources of revenue and additional spending cuts.

Later on Tuesday, Rep. Emmer unveiled a budget outline that set targets for spending in major state budget categories. In addition to delaying the repayment of the \$1.4 billion school shift until the 2014-2015 biennium, Emmer's plan would reduce spending in education, health and human services, and property tax aids and credits—among other programs—when compared to what these programs are scheduled to receive under current law. The entire category of property tax aids and credits would be cut \$1.1 billion, or 33%. Since Emmer's plan only sets the spending target for this broader category, it is unknown what the exact impact to LGA would be, other than Emmer's press conference statement that he wanted to “reform Local Government Aid to focus solely on public safety and critical infrastructure needs.”

And early today, Tom Horner added further detail to his job creation plan. Horner's plan would reduce the corporate tax rate by 20% starting in 2013, eliminate the sales tax on capital equipment, and increase the state's research and development tax credit. Horner also expressed support for a \$400 million bonding bill.

To learn more about each candidate's budget plan, see the links below.

Dayton: <http://bit.ly/at9vqQ>

Emmer: <http://bit.ly/ddb7pZ>

Horner: <http://bit.ly/9kc4lp>

## FMAP money helps state's bottom line

Approximately \$263 million in federal Medicaid assistance money is headed to Minnesota as part of Minnesota's share of extended stimulus funding. Both the governor and legislature budgeted for the “FMAP” money last session, but the actual appropriation was delayed by Congress until this summer. Receipt of the actual payment was contingent on the state formally requesting the money, which Governor Pawlenty officially did last Tuesday. The FMAP money will go to the state's bottom line, since the budget passed last May did not account for the federal money.

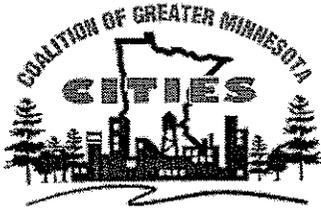


Despite this cushion, the state's cash flow situation remains volatile. Minnesota Management and Budget Commissioner Tom Hanson told an advisory commission of DFLers and Republicans last Tuesday that the state needs to borrow \$700 million from other state funds and delay \$500 million in payments to K-12 schools in order to maintain the state's cash flow. Despite these administrative actions, the state is already preparing a \$600 million line of credit in case it is needed next year. Without the administrative actions, the state could be in the red as early as December.

### **Grants available to cities for lead-based paint removal**

On September 2, the U.S. Department of Housing and Urban Development announced the availability of funding for cities, and other local units of government, to identify and control the prevalence of lead-based paint hazards in lower income homes, and help protect children from lead poisoning. According to the HUD, "[p]rospective grantees will be able to apply for supplementary funding to promote and develop a local Healthy Housing initiative, building on their lead hazard control program, to address multiple housing-related health hazards in accordance with best practices HUD has identified." Approximately \$110 million in grants is available. For more information, please visit [www.grants.gov](http://www.grants.gov) or email attorney/lobbyist J.D. Burton at [jdburton@flaherty-hood.com](mailto:jdburton@flaherty-hood.com).





Coalition of Greater Minnesota Cities

# CGMC in Brief

September 23, 2010

Contact: Tim Flaherty  
651-225-8840

## Save the date for CGMC fall conference

Save the date for CGMC's fall conference, which will be held **Nov. 10-12 in Alexandria**. Registration materials will be available next week.

At the fall conference, CGMC members set policies and discuss strategies for the upcoming legislative session. Because the fall conference is scheduled for the week after the elections, CGMC staff will also provide analysis this year on how the election outcomes could impact greater Minnesota. No matter how the elections play out, though, CGMC members will need to be prepared for what will likely be a critical session. For this reason, CGMC members will participate in a training session during the conference to develop stronger lobbying skills. We look forward to seeing you in Alexandria, and stay tuned for registration materials!

## Dayton campaign releases revised budget plan

On Tuesday, Mark Dayton's campaign released a revised budget that addresses a shortfall found in his original plan after the Department of Revenue determined his income tax increase would not produce as much revenue as expected. The new plan includes revenue from creating a casino at the Mall of America, eliminating a "snowbird" tax loophole, and implementing a tax on "predatory credit card companies" charging more than 15% interest rates. On the spending cuts side, Dayton proposes cutting the upper ranks of state staff and eliminating the Minnesota Trade Office. Dayton's campaign says the new budget eliminates \$4.9 billion of the \$5.8 billion deficit. If he can't find other revenues or spending cuts, Dayton mentioned he would be willing to consider delaying the repayment of the school shift in order to close the remainder of the gap. Dayton's revised budget plan can be found at <http://bit.ly/aOxL6m>.

## Welcome to the City of Sleepy Eye, CGMC's 76<sup>th</sup> member!

CGMC is pleased to welcome the City of Sleepy Eye as our 76<sup>th</sup> member city! We thank the city for standing strong with other rural communities as we prepare to tackle the challenges that will arise in the upcoming legislative session. Please join us in welcoming our newest member!

## CAP announces grant-funded spring internship program

The Community Assistantship Program (CAP) has announced a spring 2011 grant program. The grant will allow rural communities to hire a student to work on a project defined by those communities. The deadline for project proposals is October 30, 2010. Approved projects will run from January 13 to May 29, 2011. Winning communities will review job applications and select the student who best meets their needs. For details on the program and how to apply, visit: <http://bit.ly/90QacE>. Eligible organizations include community groups, organizations, and local governments outside the seven county metro.

